

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, APRIL 6, 2026
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 MARCH 16, 2026:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

1. Parkinson's Awareness Month. A proclamation of the Mayor's Office declaring the month of April 2026 as Parkinson's Awareness Month in the City of Owosso.

PUBLIC HEARINGS

1. Ordinance Amendment – Purchasing Ordinance. Conduct a public hearing to receive citizen comment regarding the proposed amendment to Sections 2-343 and 2-344 of the Code of Ordinances of the City of Owosso to increase the price thresholds that govern all purchases.

CITIZEN COMMENTS

COUNCIL COMMENTS

CONSENT AGENDA

1. Set Public Hearing – CWSRF Project Plan Amendment. Set a public hearing for Monday, April 20, 2026 to receive citizen comment regarding the proposed amendments to the Clean Water State Revolving fund (CWSRF) Project Plan for the 2026 fiscal year.
2. Set Public Hearing - CDBG Housing Grant. Set a public hearing for Monday, April 20, 2026 to receive citizen comment regarding the proposal to accept a Homeowner Rehabilitation grant in the amount of \$1,475,000 to assist in the improvement of owner-occupied, single-family homes of low-to moderate-income residents.

Master Plan Goals: 1.1, 1.9, 1.13, 6.6

3. Traffic Control Order Request - Shi-Tri 2026. Approve request from Fitness Coliseum for use of Lot #10 from 8:00am on May 16, 2026 until noon May 17, 2026 and various streets on Sunday, May 17, 2026 from 7:00am through 12:00pm for the 6th annual Shi-Tri, and further approve Traffic Control Order No. 1554 formalizing the action.
4. Traffic Control Order – #1555 Exchange St. Approve request from Heiler Excavating LLC for the closure of Exchange St and parking spaces near 117 W Exchange St. on April 1, 2026, at 7am until 7:00 pm on May 1, 2026, to demolish the structure at 117 Exchange Street and further approve Traffic Control Order No. 1555 formalizing the action.
5. Grant Acceptance – Cybersecurity Grant. Approve the acceptance of the Fiscal Year 2024 State and Local Cybersecurity Grant Program in the amount of \$22,960.00 with no local cost share required of the City of Owosso for the period of January 22, 2026 through September 30, 2028.
Master Plan Goals: 3.2, 3.4, 3.7, 3.8, 6.6
6. Grant Agreement – Blight Grant 117 W. Exchange St. Approve the Blight Grant Agreement with the Shiawassee County Land Bank to secure partial funding to clean up the property at 117 W Exchange Street with a total cost to the City not to exceed \$60,000 and rescind the April 1, 2024 Blight Grant Agreement.
Master Plan Goals: 1.12, 1.19, 2.6, 3.1, 3.2, 4.3, 4.7, 7.1, 7.4
7. Purchase Order Amendment – Network Cards. Approve amendment to purchase order #47474 for 10GB Fiber Network Cards for SCALE Server Nodes in the amount of \$3,185.97.
Master Plan Goals: 3.2, 6.6
8. CDBG Round 1 Contractors Quotes - Grant Contractors. Approve Round #1 of CDBG Grant Contractors' quotes in the amount of \$187,389.21 as part of a CDBG housing grant and further authorize payment to the contractor(s) upon satisfactory completion of the project or portion thereof.
Master Plan Goals: 1.1, 1.9, 1.13, 6.6
9. Contract Amendment - Lead Assessments. Amend contract with Environmental Testing and Consulting, Inc. for lead assessments as part of a CDBG housing grant adding \$1,175 with a new total of \$12,925.00 and further authorize payment to the contractor upon satisfactory completion of the project or portion thereof.
Master Plan Goals: 1.1, 1.9, 1.13, 6.6
10. General Engineering Services Contracts. Consider contracting with the Spicer Group, Fleis & Vandenbrink Engineering, Inc., ENG, Inc., and Fishbeck, Thompson, Carr & Huber, Inc., to provide general professional engineering services for future engineering projects in accordance with the City Purchasing Policy for a period, renewed annually, through June 30, 2029.
Master Plan Goals: 3.4
11. Professional Services Agreement - Woodlawn Ave Rehabilitation project. Authorize a professional services agreement with Fleis & Vandenbrink Engineering, Inc. for engineering services for the Woodlawn Ave Rehabilitation project not to exceed the amount of \$76,200, and further authorize payment to the engineer upon satisfactory completion of the project or portion thereof.
12. Warrant No. 664. Authorize Warrant No. 664 as follows:

Vendor	Description	Fund	Amount
Waste Management	WWTP Refuge Disposal Services	WWTP	\$13,826.98
13. AP Check Register – March 2026. Affirm Accounts Payable check disbursements totaling \$7,026,916.76 for February 26, 2026, to March 31, 2026.
14. Payroll Check Register – March 2026. Affirm Payroll check disbursements totaling \$922,702.02 for the period from February 26, 2026, to March 20, 2026.

ITEMS OF BUSINESS

1. Notice of Pecuniary Interest. 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 March 2026.
2. Hold Harmless Policy. Consider adoption of the Hold Harmless, Waiver, and Release of Liability Policy.
3. Establishing the Temporary Owosso Carnegie Library Committee. Consider a resolution establishing the Temporary Owosso Carnegie Library Committee to serve in an advisory capacity to City Council and approve Mayro Teich's recommended committee members.
4. Scheduling of Budget Workshop. Consider setting a special meeting to discuss the 2026-2027 Proposed Budget.
5. Unpaid Utility Charges. Authorize the Annual Notice for the collection of unpaid utility charges and the intent to lien therefore in compliance with Chapter 15, Section 15.4(c) of the Owosso City Charter.
6. Rules of Order Amendment. Consider amending the Rules of Order to set a permanent discussion period on each agenda.

CITIZEN COMMENTS

COUNCIL COMMENTS

CITY MANAGER REPORT

1. Nathan R. Henne, City Manager. City Manager Report – March 2026. (Will be distributed at the meeting.)

COMMUNICATIONS

1. Owosso Historical Commission. Minutes of March 9, 2026.
2. Downtown Historic District Commission. Minutes of March 18, 2026.
3. Brad A. Barrett, Finance Director. Financial Report – February 2026.

NEXT MEETING

Monday, April 20, 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
Historical Commission – term expires December 31, 2026
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. The City of Owosso Website address is www.ci.owosso.mi.us.

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

The Owosso City Council will conduct an in-person meeting on April 6, 2026. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, April 6, 2026 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/87646378816?pwd=eKU9bzwLL66ME6Dw4ju8n2jSscbvH.1>

Meeting ID: 876 4637 8816

Passcode: 733217

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. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF MARCH 16, 2026
6:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: PASTOR BILL MOULL
OWOSSO FREE METHODIST CHURCH

PLEDGE OF ALLEGIANCE: JEFFREY FERWEDA

PRESENT: Mayor Robert J. Teich, Jr., Mayor Pro-Tem Jerome C. Haber,
Councilmembers Janae L. Fear, Carl C. Ludington, and Christopher D.
Owens.

ABSENT: Councilmembers Emily S. Olson and Rachel M. Osmer.

APPROVE AGENDA

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

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

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF FEBRUARY 26, 2026

Motion by Councilmember Owens to approve the Minutes of the Special Meeting of February 26, 2026 as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF MARCH 2, 2026

Motion by Councilmember Owens to approve the Minutes of the Regular Meeting of March 2, 2026 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

DWSRF Project Plan Amendment

Master Plan Implementation Goals: 3.4

Utilities Director Ryan E. Suchanek briefly described the proposed amendments to the 2024 DWSRF Project Plan, noting that the original plan called for the rehabilitation of the Gute Hill booster station and

subsequent examination has discovered that a brand new booster station could be constructed for the same amount of money.

Fishbeck Senior Engineer Brian Van Zee gave a presentation detailing the amendments to the plan and the reasoning behind them.

A public hearing was conducted to receive citizen comment regarding the proposed amendments to the Drinking Water State Revolving fund (DWSRF) Project Plan for the 2026 fiscal year.

There were no citizen comments received prior to, or during the hearing.

Whereas, the Council, after due and legal notice, has met and there being no one to be heard, motion by Mayor Pro-Tem Haber that the following amendment to the 2024 DWSRF Project Plan be approved:

RESOLUTION NO. 34-2026

**ADOPTING A FINAL PROJECT PLANNING DOCUMENT AMENDMENT
FOR THE BOOSTER STATION PROJECT AND
DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE**

WHEREAS, the City of Owosso recognizes the need to make Booster Station improvements; and

WHEREAS, the City of Owosso authorized Fishbeck to prepare a Project Planning Document Amendment, which recommends the above improvements; and

WHEREAS, said Project Planning Document Amendment (Booster Station Improvements) was presented at a public meeting held on March 16, 2026, at 6:30 p.m. and all public comments have been considered and addressed.

NOW, THEREFORE BE IT RESOLVED, that the City of Owosso formally adopts said Project Planning Document Amendment and agrees to implement the improvements (Booster Station Selected Alternative-Construction Alternative).

BE IT FURTHER RESOLVED, that the Director of Public Services and Utilities, a position currently held by Ryan Suchanek, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Planning Document Amendment as the first step in applying to the State of Michigan for a revolving fund loan to assist in the implementation of the selected alternative.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Ludington, Fear, Mayor Pro-Tem Haber, Councilmember Owens, and Mayor Teich.

NAYS: None.

ABSENT: Councilmembers Olson and Osmer.

CITIZEN COMMENTS

Tom Manke, 2910 W. M-21, said the lights downtown looked beautiful and thanked Council for keeping them on. He went on to comment about the performance of a particular staff member.

Kim White, Shiawassee District Library Director, expressed her excitement and gave an update on the library's plan to move saying they had purchased the property at 621 W. Oliver Street and would soon begin an education and fund-raising campaign for the move.

COUNCIL COMMENTS

There was discussion among Councilmembers regarding the performance of the aforementioned staff member. City Manager Henne questioned whether this was the proper venue to air such grievances.

CONSENT AGENDA

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

First Reading & Set Public Hearing – Ordinance Amendment. Conduct first reading and set a public hearing for Monday, April 6, 2026 at 6:30 p.m. to receive citizen comment regarding the proposed amendment to Sections 2-343 and 2-344 of the Code of Ordinances of the City of Owosso to increase the price thresholds that govern all purchases as follows:

RESOLUTION NO. 35-2026

**SETTING A PUBLIC HEARING TO
AMEND CHAPTER 2, ADMINISTRATION,
ARTICLE VI, PROCUREMENT AND DISPOSITION
TO REVISE PURCHASING AND CONTRACT LIMITS**

WHEREAS, the City of Owosso has abided by the Purchase or Contracts Ordinance since it was last amended in the year 2017: and

WHEREAS, the City of Owosso has experienced a significant increase in the costs and expenses of its daily operations, consistent with inflationary trends across the Nation; and

WHEREAS, amending the purchase and contract limits to modern costs will align the City's purchasing authority with the contemporary market ensuring that staff can procure items without the delay associated with formal seal-bid process for mid-tier costs.

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

SECTION 1. AMENDMENT. Section 2-343 of the Code of Ordinances is hereby amended to read as follows:

Sec. 2-343. - Purchases or contracts \$4,000.00 to \$20,000.00.

Purchases of services, supplies, materials or equipment, the cost of which is equal to or greater than four thousand dollars (**\$4,000.00**) but not more than twenty thousand dollars (**\$20,000.00**) may be made in the open market but such purchases shall, where practicable, be based on at least three (3) competitive bids and shall be awarded to the lowest qualified bidder. The purchasing agent may solicit bids verbally, in writing, or through other means. A record shall be kept of all open market orders and the bids submitted thereon, which records shall be available for public inspection. Any or all bids may be rejected. Purchases made pursuant to this section may be made without prior approval of the council.

SECTION 2. AMENDMENT. Section 2-344 of the Code of Ordinances is hereby amended to read as follows:

Sec. 2-344. - Purchases or contracts over \$20,000.00.

Any expenditure for services, supplies, materials or equipment obligating the city, where the amount of the city's obligation is in excess of twenty thousand dollars (**\$20,000.00**), shall be governed by the provisions of this section, except as provided in section 2-345.

(Subsections (1) through (8) of Section 2-344 remain in full force and effect, with the threshold of \$20,000.00 applied to the procedural requirements therein.)

SECTION 3. PUBLIC HEARING. A public hearing is set for Monday, April 6, 2026 at 6:30 p.m. for the purpose of hearing citizen comment regarding the proposed amendments to Chapter 2, Administration, of the Code of the City of Owosso.

SECTION 4. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

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

SECTION 6. EFFECTIVE DATE. This ordinance shall take effect twenty (20) days after its adoption and publication.

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

Name	Board/Commission	Term Expires
Jeff Ferweda	Downtown Historic District Commission filling unexpired term of M. Van Epps	06-30-2026

***Bid Award – Downtown Landscaping Services.** Approve bid award to Woodbury Lawn Snow, LLC for the 2026 Downtown Landscaping Services contract in the amount of \$16,155.00, and authorize payment to the contractor upon satisfactory completion of the service or portion thereof as follows:

RESOLUTION NO. 36-2026

AUTHORIZING AWARD OF THE 2026 DOWNTOWN LANDSCAPING SERVICES BID TO WOODBURY LAWN SNOW, LLC

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has identified the need for landscaping services including mowing, pruning, and weed control in Downtown Owosso; and

WHEREAS, the City of Owosso, in collaboration with Owosso Main Street & Downtown Development Authority, sought bids for the necessary maintenance to be completed as outlined in the 2026 Downtown Landscaping Services Bid, and the lowest responsive bid was received from Woodbury Lawn Snow, LLC in the amount of \$16,155.00; and

WHEREAS, Woodbury Lawn Snow, LLC is hereby determined to be qualified to provide such 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 heretofore determined that it is advisable, necessary and in the public's best interest to employ Woodbury Lawn Snow, LLC to complete the work as outlined in the 2026 Downtown Landscaping Services Bid.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the necessary documents to execute the services contract with Woodbury Lawn Snow, LLC in the amount of \$16,155.00.

THIRD: The Accounts Payable Department is authorized to pay Woodbury Lawn Snow, LLC for work satisfactorily completed up to the initial contract amount of \$16,155.00.

FOURTH: The above expenses shall be paid from the Owosso Main Street & Downtown Development Authority Fund Account No. 248-200-818.000.

Master Plan Implementation Goals: 3.17, 4.5, 5.17, 5.20

***Bid Award - 2026 Sidewalk Program.** Approve bid award to SA Smith Paving for the 2026 Sidewalk Program in the amount of \$139,250.00, plus a contingency of \$20,000.00 for additional restoration and replacement services required during the fiscal year, and further approve payment to the contractor up to \$159,250.00 upon satisfactory completion of project or portion thereof as follows:

RESOLUTION NO. 37-2026

AUTHORIZING THE AWARD OF THE 2026 SIDEWALK PROGRAM TO SA SMITH PAVING OF OWOSSO, MICHIGAN

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined sections of the sidewalk on various streets in the City have become misaligned, deteriorated, or damaged and that replacement is advisable, necessary and in the public interest; and

WHEREAS, the City of Owosso sought bids for the replacement of these sections of sidewalk as part of the 2026 Sidewalk Program, and the low responsive and responsible bid was received from SA Smith Paving in the amount of \$139,250.00; and

WHEREAS, SA Smith Paving is hereby determined to be qualified to provide such 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 heretofore determined that it is advisable, necessary and in the public interest to employ T J Smith Sand & Gravel, Inc. dba SA Smith Paving to replace sections of damaged or misaligned sidewalk as part of the 2026 Sidewalk Program.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the necessary documents to execute the services contract with SA Smith Paving in the amount of \$139,250.00 plus additional restoration and replacement services required as contingency during the year, in the amount of \$20,000.00, for a total of \$159,250.00.

THIRD: The accounts payable department is authorized to pay SA Smith Paving for work satisfactorily completed on the project up to the initial contact amount of \$139,250.00 plus contingency in the amount of \$20,000.00 for a total of \$159,250.00.

FOURTH: The above expenses shall be paid from the Major and Local Street Maintenance Funds accounts 202-463-818.000 and 203-463-818.000.

***Contract Authorization – Lead Assessments.** Authorize contract with Environmental Testing and Consulting, Inc. for lead assessments for 10 houses as a part of a CDBG housing grant in the amount of

\$11,750.00 and further authorize payment to the contractor upon satisfactory completion of the project or portion thereof as follows:

RESOLUTION NO. 38-2026

APPROVING LEAD ASSESSMENTS WITH ENVIRONMENTAL TESTING AND CONSULTING, INC.

WHEREAS, the City of Owosso has been awarded a CDBG Grant for \$926,300 to assist low- to moderate-income residents, owning and occupying permanent single-family homes in funding interior and exterior home improvements to meet code requirements such as roof replacement, windows, plumbing, electrical, mechanical and insulation; and

WHEREAS, according to the HUD guidelines, lead assessments are required for various reasons depending on the scope of the projects; and

WHEREAS, each household can receive up to \$40,000 for improvements and the cost for lead assessments will be deducted from the \$40,000 available for each home.

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

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve the lead assessment quote with Environmental Testing and Consulting, Inc. in an amount not to exceed \$11,750.00 for lead assessments required by CDBG grant #NDD-2023-37-MIN.

SECOND: if lead abatements and lead clearance are required, further quotes will be obtained.

Warrant No. 663. Authorize Warrant No. 663 as follows:

Vendor	Description	Fund	Amount
Waste Management	WWTP Refuge Disposal Services	WWTP	\$10,559.48

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmembers Olson and Osmer.

ITEMS OF BUSINESS

Act 51 Street Decertification

Motion by Councilmember Ludington to authorize decertifying portions of Rain Street and adjoining Ash Street from the listing of streets eligible for Act 51 monies as requested by the State as follows:

RESOLUTION NO. 39-2026

AUTHORIZING THE DECERTIFICATION/VACATION OF

**PORTIONS OF RAIN STREET AND ASH STREET
FOR THE PURPOSE OF UPDATING THE LOCAL STREET INVENTORY
UNDER PUBLIC ACT 51 OF 1951**

WHEREAS, Rain Street and Ash Street are platted streets within the City of Owosso, Shiawassee County, Michigan; and

WHEREAS, portions of said streets were never fully developed and do not meet the requirement of public street access for automobile traffic; and

WHEREAS, the undeveloped portions of said streets need to be removed from the list of City streets receiving Act 51 monies.

WHEREAS, it is necessary to furnish certain information to the State of Michigan to remove these streets from the local street inventory as required under Act 51, P.A. 1951 as amended; and

WHEREAS, the City does not intend to abandon any street rights-of-way that are decertified for Act 51 purposes, all such rights-of-way shall remain public unless and until they are formally abandoned pursuant to MCL 224.18.

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

FIRST: that portion of Rain Street extending west 149 feet from the west right-of-way of Coventry Court and extending east 294 feet from the east right-of-way of Coventry Court to the point of intersection with Ash Street be decertified for Act 51 purposes.

SECOND: that portion of Ash Street running 214 feet south of the centerline of Rain Street be decertified for Act 51 purposes.

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmembers Olson and Osmer.

Rules of Order Amendment

Due to the absence to two Councilmembers Mayor Teich suggested postponing this item until the April 6th meeting.

Motion by Councilmember Owens to postpone the item Rules of Order Amendment until the April 6, 2026 meeting.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmembers Olson and Osmer.

CITIZEN COMMENTS

Pastor Bill Moull, Owosso Free Methodist Church, noted that St. Patrick’s Day is tomorrow. He encouraged everyone to look into who St. Patrick was and to mark the day as a day of forgiveness.

COUNCIL COMMENTS

None.

COMMUNICATIONS

- Tanya S. Buckelew, Planning & Building Director. February 2026 Building Department Report.
- Tanya S. Buckelew, Planning & Building Director. February 2026 Code Violations Report.
- Tanya S. Buckelew, Planning & Building Director. February 2026 Inspections Report.
- Tanya S. Buckelew, Planning & Building Director. February 2026 Rental Report.
- Tanya S. Buckelew, Planning & Building Director. February 2026 Certificates Issued Report.
- Kevin D. Lenkart, Public Safety Director. February 2026 Police Report.
- Kevin D. Lenkart, Public Safety Director. February 2026 Fire Report.
- Kevin D. Lenkart, Public Safety Director. February 2026 Parking Citation Report.
- Parks and Recreation Commission. Minutes of February 25, 2026.
- Downtown Development Authority. Minutes of March 4, 2026.

NEXT MEETING

Monday, April 6, 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
- Historical Commission – term expires December 31, 2026
- 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 7:12 p.m.

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

Robert J. Teich, Jr., Mayor

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.

**A PROCLAMATION
OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN
PROCLAIMING APRIL 2026 AS
PARKINSON'S AWARENESS MONTH IN THE CITY OF OWOSSO**

WHEREAS, Parkinson's disease is a chronic, progressive neurological disease that causes motor system disorders;
and

WHEREAS, a recent study estimates that Parkinson's disease affects over 35,000 people in the State of Michigan
and its prevalence continues to rise significantly with the increasing age of the Baby Boom generation;
and

WHEREAS, a local support group, the Owosso Parkinson's Support Group, has been meeting for over thirty-two
years in an effort to provide education, support and fellowship to those affected by this frustrating
disease.

NOW, THEREFORE, I, Robert J. Teich, Jr., Mayor of the City of Owosso, Michigan, do hereby proclaim the month of April
2026 as Parkinson's Awareness Month in the City of Owosso, Michigan and do hereby encourage all citizens of this
community to acknowledge and support the Owosso Parkinson's Support Group and their activities to inform and serve
the citizens of our community because their services make a difference.

Proclaimed this 6th day of April, 2026.

Robert J. Teich, Jr., Mayor



301 WEST MAIN STREET • OWOSSO, MICHIGAN 48867-2958

MEMORANDUM

TO: Owosso City Council

FROM: Scott J. Gould, City Attorney

DATE: February 25, 2026

RE: AUTHORITY AND RATIONALE FOR AMENDING PURCHASING THRESHOLDS

Purpose

This memorandum provides the legal foundation for the proposed ordinance amendment to double the City's current purchasing and contract limits. It specifically addresses the City's authority under the Owosso City Charter to manage its financial affairs and the legislative process required to update these standards.

Legal Authority

1. General Power to Amend (Charter Chapter 6) Pursuant to Chapter 6 of the Owosso City Charter, the City Council is vested with the legislative authority to adopt and amend ordinances.

2. Financial Management and Procurement (Charter Section 8.10) Section 8.10 of the City Charter expressly governs the City's authority regarding the purchase of supplies, materials, equipment, and services. It provides the framework within which the City Council may establish policies for competitive bidding and contract awards. By amending Sections 2-343 and 2-344 of the Code of Ordinances, the Council is exercising its Charter-mandated right to define the specific monetary thresholds that trigger different levels of procurement oversight.

Rationale for the "Doubled" Limits

Provision	Previous Limit (Ord. 786)	Proposed Limit (2026)
Open Market Floor	\$2,000.00	\$4,000.00
Open Market Ceiling	\$10,000.00	\$20,000.00
Sealed Bid Threshold	Over \$10,000.00	Over \$20,000.00

Alignment with Contemporary Costs: Since the last adjustment in 2017, the economic landscape has shifted significantly. Doubling the thresholds is a direct response to the rising costs of municipal operations. Plante Moran, whom is a prominent municipal accounting firm within the State of Michigan, reported in November of 2025 that since the pandemic of 2020, construction costs have increased 41.6% and overall inflation increasing at 21.9%. ([1How Michigan cities use project-specific TIF to drive real estate development | Our Insights | Plante Moran](#)) This change ensures that the City's purchasing power is not restricted by outdated limits that force routine, mid-tier purchases into the more time-consuming and costly formal sealed-bid process.

Efficiency in Compliance: By raising the threshold to \$20,000, the City can more efficiently procure necessary services and materials while still adhering to the competitive principles of Charter Section 8.10. The "Open Market" process remains a transparent safeguard, requiring at least three competitive bids for expenditures up to \$20,000, thereby maintaining fiduciary responsibility without unnecessary administrative delay.

SJG

¹ <https://www.plantemoran.com/explore-our-thinking/insight/2025/plante-moran-realpoint/michigan-tax-increment-financing-tif#:~:text=Increasing%20Construction%20Costs%20Outpacing%20Inflation,National%20headwinds>

ORDINANCE NO.

**AMEND CHAPTER 2, ADMINISTRATION,
ARTICLE VI, PROCUREMENT AND DISPOSITION
TO REVISE PURCHASING AND CONTRACT LIMITS.**

WHEREAS, the City of Owosso has abided by the Purchase or Contracts Ordinance since it was last amended in the year 2017:

WHEREAS, the City of Owosso has experienced a significant increase in the costs and expenses of its daily operations, consistent with inflationary trends across the Nation; and

WHEREAS, amending the purchase and contract limits to modern costs will align the City's purchasing authority with the contemporary market ensuring that staff can procure items without the delay associated with formal seal-bid process for mid-tier costs.

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

SECTION 1. AMENDMENT. Section 2-343 of the Code of Ordinances is hereby amended to read as follows:

Sec. 2-343. - Purchases or contracts \$4,000.00 to \$20,000.00.

Purchases of services, supplies, materials or equipment, the cost of which is equal to or greater than four thousand dollars (**\$4,000.00**) but not more than twenty thousand dollars (**\$20,000.00**) may be made in the open market but such purchases shall, where practicable, be based on at least three (3) competitive bids and shall be awarded to the lowest qualified bidder. The purchasing agent may solicit bids verbally, in writing, or through other means. A record shall be kept of all open market orders and the bids submitted thereon, which records shall be available for public inspection. Any or all bids may be rejected. Purchases made pursuant to this section may be made without prior approval of the council.

SECTION 2. AMENDMENT. Section 2-344 of the Code of Ordinances is hereby amended to read as follows:

Sec. 2-344. - Purchases or contracts over \$20,000.00.

Any expenditure for services, supplies, materials or equipment obligating the city, where the amount of the city's obligation is in excess of twenty thousand dollars (**\$20,000.00**), shall be governed by the provisions of this section, except as provided in section 2-345.

(Subsections (1) through (8) of Section 2-344 remain in full force and effect, with the threshold of \$20,000.00 applied to the procedural requirements therein.)

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

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

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect March 27, 2026.



MEMORANDUM

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

DATE: April 1, 2026

TO: Mayor Teich and the Owosso City Council

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

SUBJECT: Setting Public Hearing for Clean Water State Revolving Fund (CWSRF) Final Project Plan Amendment for Fiscal Year 2026

RECOMMENDATION:

Set a public hearing to receive citizen comment regarding the proposed amendments to the City's 2025 CWSRF Project Plan to replace aging infrastructure and to comply with regulatory requirements and to increase the reliability of service to residents and customers.

BACKGROUND:

The City of Owosso will hold a public hearing on the addition of proposed improvements to the sewer and wastewater treatment systems to the 2025 CWSRF Project Plan, including the construction of a new wet weather pump station near the existing sanitary sewer overflow (SSO) to collect and convey excess flows, as well as an equalization basin at the Wastewater Treatment Plant (WWTP) to provide storage and treatment during peak wet weather events.

The hearing will be held during the Owosso City Council meeting on Monday, April 20, 2026 starting at 6:30 P.M. in the City Hall Council Chambers, 301 West Main Street, Owosso, Michigan 48867.

The purpose of the project plan and the proposed amendment is to address necessary improvements to infrastructure to comply with regulatory requirements and increase reliability of service to residents and customers.

Total cost of the proposed amended project plan is estimated at \$30,000,000.00, and to be paid from user charges during the 20 to 30-year life of the low interest loan. The proposed project will occur in the 2026 fiscal year.

Fishbeck along with City staff have prepared the required the project plan amendment for the State of Michigan in cooperation with EGLE regulatory guidelines.

Attachment: Resolution

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

RESOLUTION NO.

**SETTING A PUBLIC HEARING TO RECEIVE CITIZEN COMMENT REGARDING
THE CWSRF PROJECT PLAN AMENDMENT TO REPLACE AGING INFRASTRUCTURE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has been working to detail the next phase of infrastructure improvements to the wastewater treatment and sewage systems for the 2026 fiscal year.; and

WHEREAS, these additional improvements are required to comply with regulatory requirements and to increase the reliability of service to residents and customers, and

WHEREAS, a project plan amendment has been developed, including plans for a new wet weather pump station near the existing sanitary sewer overflow and an equalization basin at the Wastewater Treatment Plant, and amendment of design/construction engineering plans, with an estimated cost of \$30,000,000.00, with user rate increases already factored in; and

WHEREAS, the City is seeking funding for this phase of the project from EGLE's Clean Water State Revolving Fund (CWSRF); and

WHEREAS, the CWSRF program requires that a hearing be held to receive public comment regarding the proposed project plan amendment.

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

- FIRST: As required by EGLE's Clean Water State Revolving Fund program, a public hearing is set for Monday, April 20, 2026 at 6:30 p.m. in the City Hall Council Chambers to review proposed amendments to the City's CWSRF Project Plan for FY2026, including the addition of a new wet weather pump station and equalization basin.

City of Owosso
Wastewater Treatment Plant

Clean Water State Revolving Fund
Project Plan Amendment

Project No. 220102
April 20, 2026

Owner Draft
Public Hearing – April 20, 2026

**City of Owosso Wastewater Treatment Plant
Clean Water State Revolving Fund
Project Plan Amendment**

**Prepared For:
City of Owosso
Owosso, Michigan**

Public Hearing – April 20, 2026
Project No. 220102

Draft

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List of Abbreviations/Acronyms

ACO	Administrative Consent Order
AMP	Asset Management Plan
CBOD ₅	Five-Day Carbonaceous Biochemical Oxygen Demand
CIP	Capital Improvement Plan
City	City of Owosso
CSO	Combined Sewer Overflow
CWSRF	Clean Water State Revolving Fund
EGLE	Michigan Department of Environment, Great Lakes, and Energy
EQ	Equalization
FEMA	Federal Emergency Management Agency
ft	feet
FY	Fiscal Year
gpm	gallons per minute
hp	horsepower
I/I	Infiltration and Inflow
in	inch
ITA	Intent to Apply
MG	million gallons
MGD	million gallons per day
NASSCO	National Association of Sewer Service Companies
NPDES	National Pollutant Discharge Elimination System
O&M	Operations and Maintenance
OMB	Office of Management and Budget
PACP	Pipeline Assessment Certification Program
psi	pounds per square inch
SAD	Special Assessment District
SCADA	Supervisory Control and Data Acquisition
SSO	Sanitary Sewer Overflow
SRF	State Revolving Fund
TSS	Total Suspended Solids
USEPA	United States Environmental Protection Agency
WWTP	Wastewater Treatment Plant

1.0 Introduction

In October 2025, Fishbeck submitted a Clean Water State Revolving Fund (CWSRF) Intent to Apply (ITA) on behalf of the City of Owosso. Because the proposed project was not included in the City's 2022 Project Planning Document, this amendment has been prepared to allow the project to be considered for FY 2027 funding. The proposed improvements include construction of a new wet-weather pump station near the existing sanitary sewer overflow (SSO) to collect and convey excess flows, as well as an equalization basin at the Wastewater Treatment Plant (WWTP) to provide storage and treatment during peak wet-weather events. The primary purpose of the project is to prevent future SSOs within the collection system and at the WWTP.

The total estimated CWSRF funding required for construction of the new wet-weather pump station and equalization basin is \$30,000,000. Construction is anticipated to begin in summer 2027.

2.0 Project Background

2.1 Study Area

The Study Area is defined as the portion of the wastewater collection system that contributes flow to the Owosso WWTP and serves as the basis for evaluating the proposed improvements. The existing sewer district includes the City of Owosso, the City of Corunna, and portions of Owosso and Caledonia Townships, and reflects the current extent of wastewater service provided by the WWTP.

At this time, the City does not anticipate expanding the sewer district. However, sanitary sewer service may be extended on a case-by-case basis in response to landowner requests and where capacity and infrastructure allow. For the purposes of this Project Plan Amendment, the existing sewer district is considered the 20-year Study Area.

2.2 Summary of Project Need

In May 2020, heavy rainfall on saturated ground resulted in flows that exceeded the WWTP's capacity and required a complete process bypass. This event caused multiple SSOs and elevated Total Suspended Solids (TSS) in the effluent. Similar high-flow conditions are expected to become more frequent over the next 20 years, as collection system improvements increase conveyance to the plant and wet-weather intensity and frequency continue to rise.

A Sanitary Sewer Collection System Evaluation completed by Fishbeck in 2025 determined that peak flows from the City of Corunna, Caledonia Township, Owosso Township, and the City's existing collection system contribute to the WWTP's inability to meet EGLE's SSO policy under the modeled 10-year recurrence-interval storm, based on a review of historical flow data.

All flow from the City's service area is conveyed through a 30-inch interceptor that runs adjacent to the Shiawassee River. A 2025 modeling evaluation determined that the unrestricted peak flow from the 10-year storm event is approximately 8,800 gpm (12.7 MGD) from the City's service area. Additional peak flow from the north, approximately 6,300 gpm (9.1 MGD), causes total influent flow to exceed the WWTP's hydraulic capacity of 12,500 gpm (18 MGD).

When this occurs, excess wet-weather flow cannot be conveyed to the plant and is instead stored upstream in the system, resulting in surcharging and potential SSOs. The City's SSO records corroborate this behavior, as overflows in the collection system consistently occur prior to SSOs at the WWTP. Although headworks improvements were completed in 2021, the risk of SSOs remains at the WWTP due to the system's hydraulic limitations during major wet-weather events.

One strategy for addressing system bottlenecks is the construction of a wet-weather pump station at a strategic upstream location where hydraulic relief is needed. SSOs and the most significant bottleneck occur within the

City's downtown district, where constructing a storage facility is not feasible due to space constraints and logistical limitations. Instead, a wet-weather pump station could convey excess flow to a storage facility at the WWTP, where adequate space is available.

To reduce the risk of SSOs at both the WWTP and within the collection system under existing and future conditions, peak flows must be reduced through infiltration and inflow (I/I) removal or upstream storage. In-system storage within the downtown area presents challenges related to site access, constructability, and community impacts. As a result, constructing storage at the WWTP is the most viable option. This approach provides dual benefits: excess wet-weather flows from the upstream system can be pumped and stored at the WWTP, and potential SSO volume from the plant can also be diverted to the basin until high-flow conditions subside.

2.3 Existing Facilities

The City, Caledonia Township, the City of Corunna, and Owosso Township contribute wastewater flow to the WWTP. The WWTP receives flow from two primary interceptor sewers, as shown in Figure 1. The north interceptor conveys flow from the City of Corunna, Caledonia Township, and Owosso Township, while the south interceptor conveys flow from the City.

Flows from the City of Corunna are either pumped by the Corunna Pump Station or conveyed through the James Street gravity sewer to Caledonia Township's collection system. Flows from the City of Corunna and Caledonia Township are then pumped by Pump Station 8, located in Caledonia Township, to a receiving 27-inch gravity sewer on North Hintz Road.

A 2 MGD primary wastewater treatment facility was constructed in the 1930s to serve the City, with chlorination added in the 1960s. In the early 1980s, the WWTP was upgraded to a 6 MGD independent physical-chemical treatment facility to serve the Mid-Shiawassee County area, including the City, the City of Corunna, and the sewered portions of Owosso Township and Caledonia Township. This process did not meet permit requirements and proved costly and problematic to operate.

In 1986, a major process modification was constructed to incorporate biological treatment with the properly functioning components of the physical-chemical treatment plant. In 1987, revisions were made to the filter backwash system.

Today, the WWTP maintains the 6 MGD design capacity established during the 1980s physical-chemical treatment plant upgrades. Improvements to the Owosso WWTP funded through the CWSRF FY 2024 and FY 2025 financing programs are currently underway to address aging equipment at the WWTP.

2.3.1 Average and Peak Dry-Weather and Wet-Weather Flows

Currently, the system experiences wet-weather events that fully utilize the plant's secondary treatment capacity. As improvements are made to the collection system to correct existing bottlenecks that cause backups, additional flow will be conveyed to the plant during peak rain events, increasing the volume received at the WWTP. As a result, peak hourly flows at the WWTP are expected to increase during wet weather events.

Peak hourly flows currently exceed 18 MGD, and no option exists to divert excess flow other than the proposed equalization basin. The basin size is limited by the available footprint and will provide approximately 5 MG of storage. The basin will allow wastewater to be stored, and subsequently fully treated during storm events.

2.4 Fiscal Sustainability Plan

2.4.1 *Inventory of Critical Assets*

An inventory of all WWTP assets was completed as a part of the AMP. The AMP list consists of 131 WWTP assets. In general, the existing assets have a low or medium probability of failure and a low or medium consequence of failure.

2.4.2 *Condition and Performance Evaluation*

A condition assessment and performance evaluation of the WWTP were completed as part of the Asset Management Plan (AMP) and are available upon request. The City's sanitary sewer model, along with historical flow datasets, was used to evaluate existing system performance in the 2025 Sanitary Sewer Collection System Evaluation. This evaluation assessed the system's ability to convey wet-weather flows in accordance with EGLE's SSO policy under both existing and projected future conditions.

2.4.3 *Water and Energy Conservation*

Water and energy conservation measures will be implemented where fiscally and operationally practical as part of the proposed project. A certification confirming that the City has evaluated and will strive to implement water and energy conservation measures will be submitted with the Part III Application.

2.4.4 *Plan for Maintaining, Repairing, Funding, and Replacing the Treatment Works*

Replacement costs for the WWTP assets were identified as a part of the AMP. The City's AMP is designed to allow for maintenance, repair, funding, and replacement planning.

2.5 Need for Project

As described in Section 2.2, the proposed project includes construction of a wet-weather pump station and a new equalization basin at the WWTP. The wet-weather pump station is intended to reduce or eliminate SSOs within the City's collection system, and the equalization basin will provide storage to prevent SSOs at the WWTP.

The primary location where SSOs occur, and where the most significant hydraulic bottleneck exists, is within the City's downtown area along the river, as shown in Figure 1. There are two 24-inch sewers that converge into 27-inch sewers. The estimated peak flow through the 24-inch sewer is a combined 7,000 gpm instantaneous, or about 5,000 gpm on a peak hourly basis. Based on current information, the peak flow that needs to be relieved is approximately 3,000 to 3,500 gpm. Upsizing infrastructure in this corridor is not feasible. Therefore, conveying excess wet-weather flow beyond the interceptor's capacity by means of a pump station and force main is a viable option. Hydraulic modeling indicates that the pump station should be located nearer to where the two 24-inch sewers converge into a 27-inch sewer. The City is currently conducting smoke testing in upstream areas to identify potential, cost-effective I/I sources. If sources are identified and removed, the required pump station capacity may be reduced based on the achievable level of I/I removal.

Because the WWTP is not sized to treat occasional high-intensity storm flows, providing storage for pumped wet-weather flow is the most practical and economical solution. Locating the storage facility at the WWTP avoids the siting challenges associated with a large storage tank in the downtown bottleneck area. This location provides dual benefits: excess wet-weather flow from the upstream collection system can be pumped and stored at the WWTP, and any potential SSO volume from the WWTP itself can also be diverted to the basin until flows subside.

3.0 Analysis of Alternatives

3.1 Alternative 1 – No Action

Under the No Action Alternative, the system would continue to operate without the improvements needed to provide additional storage. Leaving this condition unaddressed would pose a risk to the system's ability to meet EGLE's SSO policy based on model evaluation of the 10-year recurrence interval storm event and review of historical system performance data. Without additional storage capacity, the system would have no ability to store excess wet-weather flows from the upstream collection system or retain potential overflow volumes at the WWTP until high-flow conditions subside.

While the WWTP currently remains in compliance with its National Pollutant Discharge Elimination System (NPDES) permit, continued operation under existing conditions would likely result in additional SSO events or potential permit violations in the future.

Therefore, the No Action Alternative is not considered a viable alternative.

3.2 Alternative 2 – Optimize Existing Facilities

Alternative 2 involves optimization of the existing facilities. This alternative would include rehabilitation or in-kind replacement of components within the existing collection system. However, this approach would not resolve the underlying capacity limitations associated with the existing 30-inch sewer and its inability to convey occasional excess wet-weather flows. In addition, this alternative does not include a storage component to manage peak wet-weather flows.

As a result, SSOs within the collection system and at the WWTP would likely continue to occur. Therefore, this alternative is not considered a viable alternative and will not be evaluated further.

3.3 Alternative 3 – Construction Alternative

Alternative 3 involves constructing a wet-weather pump station and force main to convey excess flow from the 30-inch interceptor when it exceeds its hydraulic capacity. The pump station would be located near the location where the two 24-inch sewers converge to 27-inch sewer. The pumped flow would be routed to an equalization basin at the WWTP for temporary storage. This alternative would intercept excess wet-weather flow 3,000 to 3,500 gpm from the upstream collection system and provide storage capacity for both upstream flows and any potential SSO volume generated at the plant.

By providing controlled storage and conveyance during peak wet-weather events, this alternative offers the operational flexibility needed to manage excess flows until conditions subside. It also reduces the risk of noncompliance with EGLE's SSO policy, as demonstrated in the modeled 10-year recurrence-interval storm and the review of historical performance data. For these reasons, Alternative 3 is identified as the selected alternative.

Refer to Figures 2 and 3.

3.4 Alternative 4 – Regional Alternative

The City currently operates a regional WWTP that serves the City, the City of Corunna, and the sewered portions of Owosso Township and Caledonia Township. Because the existing system already provides regional wastewater treatment for the service area, a regionalization alternative is not considered feasible and will not be evaluated further in the alternatives analysis.

4.0 Principal Alternative

Based on the results of the first alternatives analysis, the following principal alternative will be carried forward for monetary and environmental evaluation: Alternative 3 – Construction Alternative.

4.1 Monetary Evaluation of Principal Alternatives

A monetary evaluation was completed to compare the present worth of each principal alternative over a 20-year planning period. The 20-year present worth incorporates a real discount (interest) rate that is released annually by the Office of Management and Budget (OMB) and recommended by the U.S. Environmental Protection Agency for CWSRF project planning.

A real discount rate of 2.2% from the most recent OMB release was applied in the monetary evaluation calculations. If the OMB releases an updated discount rate, the monetary evaluation will be updated prior to submission of the final Project Planning Document Amendment.

The total present worth is calculated as the sum of the capital cost plus the present worth of the operation and maintenance (O&M) costs, minus the present worth of the project salvage value. The capital cost reflects the preliminary opinion of probable construction cost. The 20-year salvage value was calculated using straight-line depreciation and the useful life for each component recommended in the CWSRF project planning guidance.

Table 1 summarizes the results of the monetary evaluation. A detailed breakdown of the project costs and present worth analysis for the principal alternative is provided in Appendix 1.

Table 1 – Monetary Evaluation

	Alternative 3 – Construction
Capital Cost	\$30,000,000
Annual O&M Cost	\$10,000
Salvage Value	\$11,956,035
Present Worth of O&M Cost	\$160,400
Present Worth of Salvage Value	(\$7,737,000)
20-Year Total Present Worth	\$22,423,400

The monetary evaluation was completed under the following assumptions:

- Each principal alternative would be constructed using the traditional design-bid-build delivery method.
- Sunk costs such as outstanding bond indebtedness and the cost of existing facilities were excluded from the analysis.
- Energy and land cost escalation were not factors in the analysis.
- Project partitioning is not required for any of the principal alternatives.

4.2 Salvage Value

The planning period for the monetary evaluation is 20 years. At the end of this period, portions of the proposed structures and equipment will have salvage value. Straight-line depreciation has been used to calculate the salvage values for the principal alternative. The present worth of the salvage value for these assets has been computed using the real discount rate. The present worth of the salvage value is presented in the monetary evaluation table.

4.3 Escalation

The monetary evaluation allows for the escalation of energy costs and land values. The costs of labor, equipment, and materials have not been escalated. For this monetary evaluation, energy costs have not been escalated, and land values are not included in the evaluation.

4.4 Mitigation Costs

No mitigation costs are anticipated as part of the proposed project.

4.5 Partitioning the Projects

No project partitioning is anticipated.

4.6 Environmental Evaluation

Alternative 3 includes construction of a pump station to convey excess wet-weather flows in the bottleneck area. The equalization basin located at the WWTP will store the excess wet-weather flows conveyed by the pump station and will mitigate SSOs that have previously occurred during severe wet-weather events.

The pump station will be located near the bottleneck along the 30-inch interceptor, with the final site selected to minimize impacts. The equalization basin will be constructed at the WWTP, where no impacts to cultural or historic resources, natural or wild and scenic rivers, agricultural resources, flora and fauna, or land use are anticipated. Because work will occur primarily at existing facilities, the alternatives are not expected to encroach on sensitive environmental features. Construction activities may cause temporary, localized air quality impacts; however, these effects will be short-lived and will dissipate once construction is complete.

4.6.1 Implementability and Public Participation

The public will be provided an opportunity to participate in a public hearing at Owosso City Hall. Notice of the public hearing will be provided in accordance with CWSRF public participation requirements. A copy of the meeting minutes will be included in the final Project Planning Document Amendment. The public has been and will continue to be provided opportunities to comment on the proposed project. All comments received will be reviewed and considered as appropriate during the design and construction of the improvements.

4.7 Technical and Other Considerations

4.7.1 Infiltration and Inflow Removal

I/I is defined as clear water entering the system during wet weather events or under high groundwater conditions. In certain instances, I/I removal may be cost-effective compared to the operational costs associated with transporting and treating clear water. The City will continue to maintain the collection system and remove sources of I/I through its existing O&M program.

4.7.2 Structural Integrity

The collection system was evaluated as part of a recently completed collection system Asset Management Plan (AMP). The National Association of Sewer Service Companies (NASSCO) Pipeline Assessment Certification Program (PACP) grading system was used to define the severity of pipe defects. Any structural deficiencies identified in the collection system will be addressed separately from this project. The collection system AMP will be made available upon request.

4.7.3 Sludge and Residuals

Not applicable to this project.

4.7.4 Industrial Pretreatment

The Owosso WWTP receives a portion of its influent flow from significant industrial users. Industrial pretreatment requirements have been incorporated into the City's rules and regulations.

4.7.5 Growth Capacity

The capacity of the proposed facilities under Alternative 3 considers the wastewater needs during the 20-year planning period. The proposed improvements are designed to accommodate projected 20-year flows and loadings.

4.7.6 Areas Currently Without Sewers

The City does not currently have plans to expand the sewer district. However, sanitary sewer service may be extended on a case-by-case basis at the request of property owners. For planning purposes, the existing sewer district is assumed to represent the 20-year Study Area.

4.7.7 Reliability

Each alternative has been evaluated based on its ability to meet and consistently maintain permit limitations throughout the useful life of the project. The improvements included in Alternative 3 will be designed to meet all United States Environmental Protection Agency (USEPA) reliability requirements for wastewater treatment. Alternative 3 provides the greatest overall system reliability among the alternatives evaluated.

4.7.8 Alternative Sites and Routings

Because of the existing collection system and treatment infrastructure, the locations of the proposed pump station and equalization basin are largely dictated by existing conditions. The pump station will be located in the vicinity of the hydraulic bottleneck in the collection system.

4.7.9 Combined Sewer Overflows

The collection system for the Owosso WWTP is a separate system and does not have any CSOs.

4.7.10 Contamination at the Project Site

There are no known contaminated sites within the vicinity of the proposed pump station and WWTP improvements. Map 1 indicates the locations of contaminated sites within the City.

4.7.10.1 Green Project

Not applicable to this project.

5.0 Selected Alternative

The Selected Alternative: Alternative 3 – Construction Alternative: A new wet-weather pump station, force main to convey flow to the WWTP, and construction of a new equalization basin at the WWTP is proposed.

5.1 Relevant Design Parameters

5.1.1 Pump Station

The pump station will be a submersible wet-weather pump station consisting of a wet well, submersible pumps, piping, valves, and associated electrical systems. A minimum of two pumps will be provided to convey

wet-weather flows 3,000 to 3,500 gpm exceeding the capacity of the 27-inch interceptor. The flow will be conveyed to the WWTP by a force main connecting the pump station to the WWTP.

5.1.2 Influent Equalization Basin

An equalization basin is recommended to manage potential SSOs at the WWTP during peak storm events that exceed the capacity of the WWTP and the collection system. Site piping will convey wastewater to and from the equalization basin and the headworks. A 3 to 5 MG basin is currently planned; however, the final volume will be confirmed during detailed design. The basin will enable controlled, consistent flow to the WWTP during wet weather conditions and is intended to significantly reduce or eliminate SSOs under the design storm conditions.

5.2 Project Maps

Figure 1 through Figure 3 depicts the proposed locations for the selected alternative.

5.3 Controlling Factors

The selected alternative addresses the existing system bottleneck and meets the required 20-year planning horizon while supporting compliance with the discharge requirements of the NPDES permit. Following SSOs that occurred between 1995 and 2005, the City received an Administrative Consent Order (ACO) requiring corrective actions in the collection system, as described in Appendix 2. The proposed improvements are intended to mitigate environmental impacts associated with these events. Implementation of the proposed project will improve system reliability and reduce the risk of SSOs within the collection system and at the WWTP.

5.4 Special Assessment District Projects

A Special Assessment District (SAD) will not be created as a part of the project. As the proposed improvements are for the benefit of all sewer users within the sewer district, the creation of a SAD will not be necessary.

5.5 Sensitive Features

Environmentally sensitive features, including wetlands, floodplains, prime or unique agricultural lands, archaeological sites, and threatened or endangered species, were evaluated as part of the alternatives analysis. Based on a review of wildlife and cultural resources within the project vicinity, no impacts to sensitive features are anticipated. Wetlands and major surface waters within the project area are shown on Map 2, while the FEMA floodplain and soils information are provided on Maps 3 and 4, respectively. The proposed project is not expected to result in adverse impacts to environmentally sensitive resources. Any required permits will be obtained prior to construction.

5.6 Schedule for Design and Construction

Several preliminary planning and design activities have already been completed by the City. These prior efforts will allow the design of the proposed improvements included in this amendment to proceed following approval of the Project Planning Document Amendment. The anticipated design and construction schedule is summarized in Table 2.

Table 2 – Design and Construction Schedule

Activities	Estimated Milestone
EGLE Fiscal Year and Quarter Planned for Project	FY 2027, Quarter 4
Final Design	April 2027
Construction Permit	May 2027
Bidding	May 2027
Bidding Opening	June 2027
CWSRF Funding Award	August 2027
Anticipated Project Start	October 2027

Funding availability and permitting may affect the construction schedule. The project will require a permit under Act 451, Part 41 (Wastewater Construction).

5.7 Cost Summary

A high-level summary of the total estimated project cost, in 2026 dollars, is provided in Table 3. A detailed breakdown of the costs associated with planning, design, and construction of the selected alternative is included in Appendix 1.

Table 3 – Proposed Project Cost Summary

Item	Estimated Cost
Total Estimated Project Cost	\$30,000,000

5.8 Authority to Implement the Selected Alternative

The City owns and operates the WWTP and the property on which the facilities are located and is responsible for providing adequate wastewater treatment to its customers. The proposed pump station will be constructed on City-owned property, or easements will be acquired, as necessary. With support from City staff and its professional consultants, the City has the legal authority, technical capability, and financial capacity to plan, fund, construct, operate, and maintain the proposed wastewater improvements.

5.9 User Costs

The City conducted several publicized community meetings during the summer of 2025 to review planned projects and proposed user rate adjustments. Following these meetings, the City Council adopted a resolution implementing user rate increases through 2030 to support planned CWSRF funded projects. Additional information is provided in Appendix 3.

5.10 Overburdened Community

Part 53, Clean Water Assistance, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, provides benefits to municipalities that meet the State’s criteria for disadvantaged community status. The City will submit the Overburdened Community Status Determination Worksheet once it becomes available.

5.11 Project Expected Useful Life

It is important to verify that the proposed improvements will outlive the loan financing for those improvements. A weighted average calculation was used to confirm that the expected useful life of the project exceeds the 20-year loan term. The design useful life for each equipment type and the weighted average is provided in Table 4.

Table 4 – Project Expected Useful Life

Item	Useful Life (years)
Equalization Basin Concrete	100
Site Restoration and Piping	50
Process Mechanical	25
Electrical/SCADA	25
Force Main PS to WWTP	50
Wet-Weather Pumps (up to 3) Submersible	25
Wet Well/Valve Vault (Concrete)	100
Site Restoration/Piping	50
Process Mechanical	25
Electrical/SCADA	25
Total Weighted Useful Life	85

6.0 Evaluation of Environmental Impacts

6.1 Direct Impacts

Direct impacts are the social and environmental impacts that are directly attributable to the construction and operation of a project. The direct impacts attributable to project construction, project operation, and social impacts are included within this section.

6.2 Construction Impacts

6.2.1 Project Setting

The proposed improvements will occur at the selected location for the pump station and at the existing WWTP site. No adverse impacts to sensitive features are anticipated due to construction activities associated with the proposed improvements. These impacts will be evaluated further during design. Endangered and threatened species were reviewed and identified. Long-term impacts associated with construction activities on these species are not anticipated.

Historical and cultural sites were reviewed. No known sites occur within the project area.

Any short-term impacts on the Shiawassee River due to construction activities will be mitigated by measures such as soil erosion and sedimentation control to prevent surface water impacts. If a river crossing is required for the new force main, it will be evaluated further during design. No changes to drainage within the project area are anticipated. All areas disturbed during construction activities will be restored to their original condition.

7.0 Mitigation Measures

Where adverse impacts cannot be avoided, structural and nonstructural measures will be implemented to minimize or mitigate environmental impacts. Structural measures include those incorporated into the design and construction of the facilities. Nonstructural measures include those associated with governmental, institutional, or private plans, policies, or regulations, as well as the phasing of construction. These measures will be implemented, as appropriate, to minimize potential impacts during construction and operation of the proposed improvements.

7.1 Mitigation of Short-Term Impacts

The following are short-term construction impacts of the project and the associated mitigation measures:

- Construction activities will be limited to hours determined by the City. Noise, odor, and dust will be minimized through implementation of soil erosion and sedimentation control measures included in the project plans and specifications.
- Standard dust control methods, such as water and/or calcium chloride applications, will be used during construction and restoration activities.
- All disturbed ditches and lawns will be seeded and/or sodded. Tree removal will be limited to those necessary for construction. Vegetation removed as part of construction will be restored or replaced.
- Any surplus or waste material generated during construction will be disposed of properly at an approved upland disposal site.
- All disturbed areas will be restored to existing grades.
- The proposed equalization basin improvements will occur at the WWTP adjacent to the Shiawassee River. Construction activities will be confined to the designated work area, and precautions will be taken to avoid storing or stockpiling construction materials near the river.
- The proposed project is located within the 100-year floodplain. No stockpiling of excess material will be allowed within the 100-year floodplain.

7.2 Mitigation of Long-Term Impacts

Every effort will be made to avoid long-term or irreversible environmental impacts. The selected alternative has been evaluated for potential long-term effects, and none are anticipated. Where short-term impacts cannot be avoided, appropriate mitigation measures will be implemented to ensure that sensitive environmental features do not experience permanent or irreversible adverse impacts.

The long-term impacts associated with the short-term construction activities required to implement the proposed improvements are considered negligible relative to the environmental and community benefits provided by the project. No significant long-term impacts have been identified as a result of the proposed improvements.

7.2.1 *Siting Decisions*

Alternative pump station locations will be evaluated further as part of the design process. The final location of the equalization basin at the WWTP will also be determined during final design. Locations with the fewest environmental impacts will be given priority during the design process.

7.2.2 *Operational Impacts*

The proposed improvements are not anticipated to result in odor, aerosol, or noise issues. The improvements will also provide redundancy and resilience during excess wet-weather events. The existing plant currently has limited provisions for operational flexibility to manage wastewater flows. Construction of the equalization basin will provide additional operational flexibility.

7.3 Mitigation of Indirect Impacts

The WWTP flow capacity will remain unchanged; however, construction of the equalization basin will provide operational flexibility for the storage and treatment of excess wet-weather flows. The new pump station will intercept excess flows from the system bottleneck and is intended to reduce the likelihood of SSOs. The proposed improvements are designed to accommodate expected residential, commercial, and industrial growth within the sewer district in the near term. No adverse indirect impacts are anticipated.

8.0 Public Participation

8.1 Public Meeting Advertisement

On April 3, 2026, a notice of the public meeting for the CWSRF Project Planning Document Amendment Proposed Improvements for the pump station and equalization basin will be posted on the City's website (<https://www.ci.owosso.mi.us/News>). The EGLE Project Manager will be provided with a link to this posted public meeting advertisement. The advertisement will briefly describe the proposed project and estimated costs. It will also note the availability of the report for public review and invite written comments from the public. The Project Planning Document Amendment will be made available on the City's website for public review and comment. Written comments will be requested to be received by April 20, 2026, the date of the public meeting.

8.2 Formal Public Meeting

A public meeting will be held at City Hall, 301 W Main St, Owosso, MI 48867, on April 20, 2026. The meeting minutes and presentation slides from the public meeting will be included in the final report.

8.2.1 Public Meeting Contents

Fishbeck will provide a presentation of the proposed improvements at the public meeting. The contents of the presentation will include the following:

- A description of the project needs and problems to be addressed by the proposed projects and the principal alternatives that were considered.
- A description of the selected alternative, including capital costs.
- A description of project financing and anticipated costs to users, including the proposed method of project financing and the proposed annual charge to the typical residential customer.
- A description of the anticipated social and environmental impacts associated with the recommended alternatives and the measures that will be taken to mitigate adverse impacts.

8.3 Comments Received and Answered

Any comments received will be addressed and included in the final report.

8.4 Adoption of the Project Planning Amendment

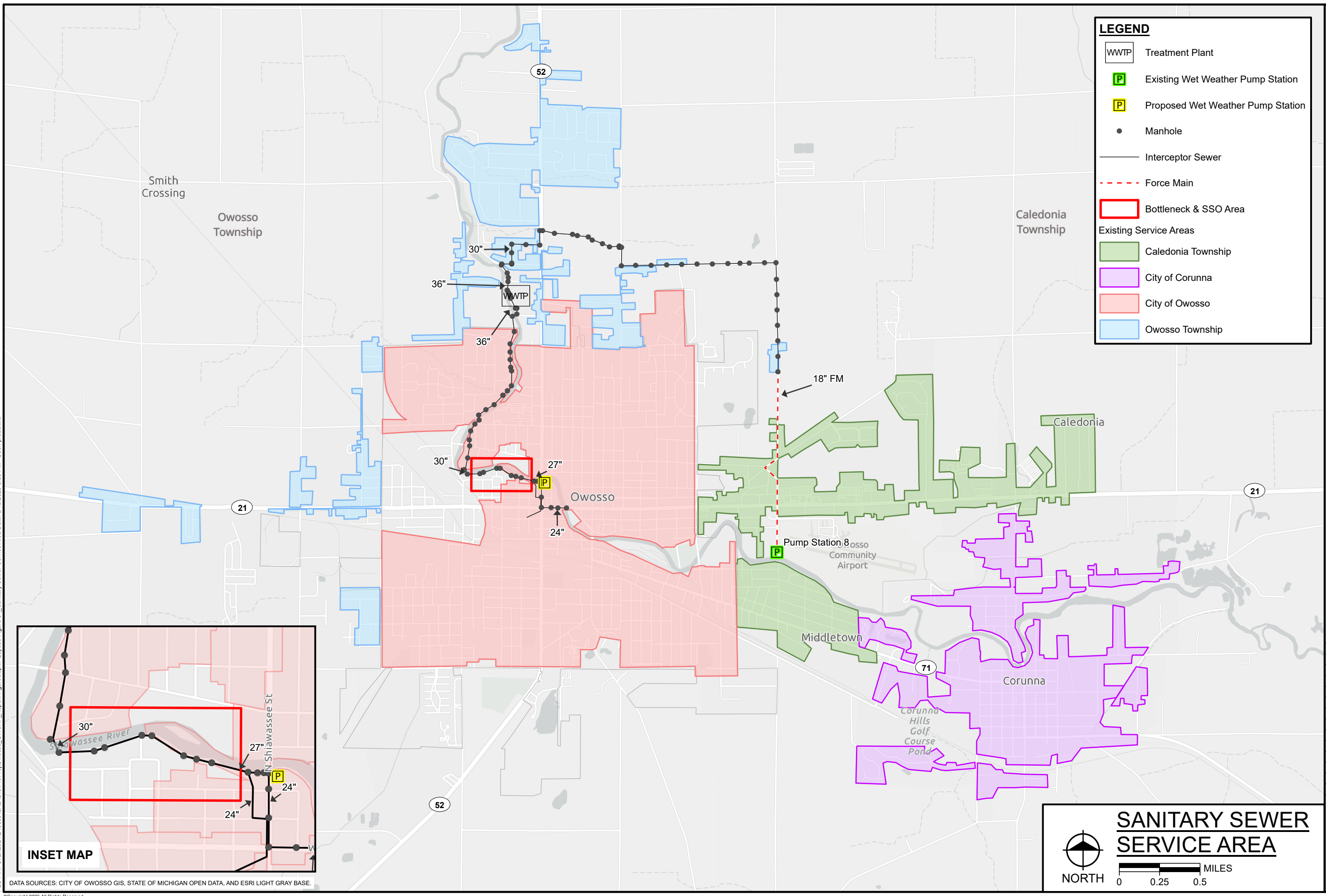
A resolution to formally adopt the Project Planning Document Amendment and implement the selected alternatives will be passed at a regular City Council meeting on April 20, 2026, and included in the final report.



Figures



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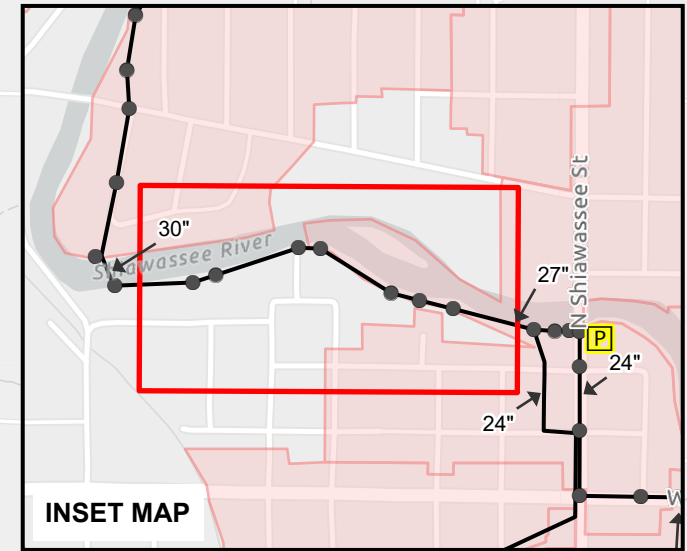


LEGEND

- WWTP Treatment Plant
- Existing Wet Weather Pump Station
- Proposed Wet Weather Pump Station
- Manhole
- Interceptor Sewer
- Force Main
- Bottleneck & SSO Area

Existing Service Areas

- Caledonia Township
- City of Corunna
- City of Owosso
- Owosso Township



SANITARY SEWER SERVICE AREA



Hard copy is intended to be 11"x17" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

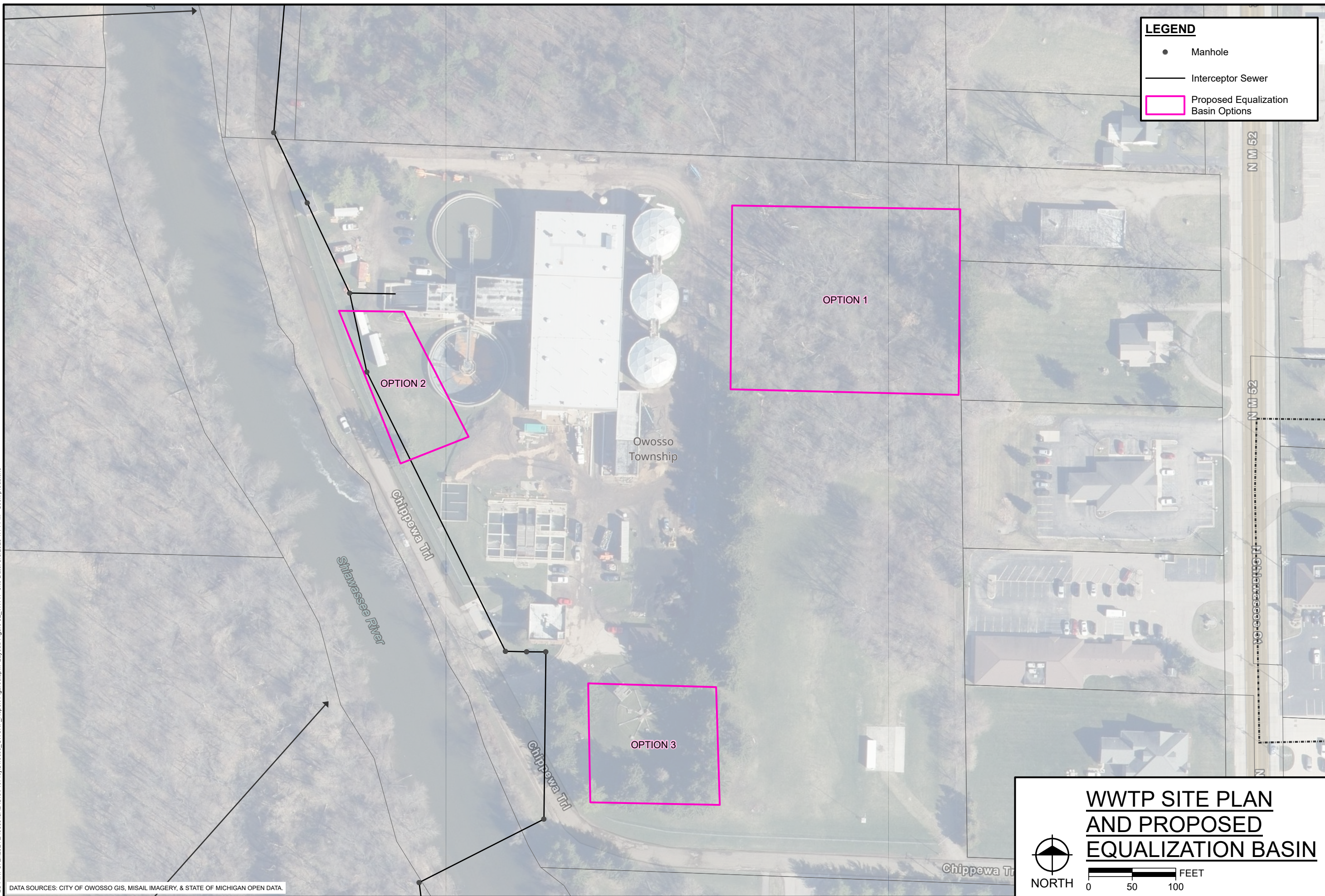
City of Owosso
Shiawassee County, Michigan
Clean Water State Revolving Fund (CWSRF)
Project Planning Amendment

PROJECT NO.
240369
FIGURE NO.
1

DATA SOURCES: CITY OF OWOSSO GIS, STATE OF MICHIGAN OPEN DATA, AND ESRI LIGHT GRAY BASE.
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PLOT INFO: Z:\2024\240369\CAD\GIS\ProProj\Owosso_CWSRF_Report_Figures.aprx Layout: Figure 02_WWTP Site Date: 3/3/2026 1:14 PM User: pibaskins

DATA SOURCES: CITY OF OWOSSO GIS, MISAIL IMAGERY, & STATE OF MICHIGAN OPEN DATA.



LEGEND

- Manhole
- Interceptor Sewer
- ▭ Proposed Equalization Basin Options

**WWTP SITE PLAN
AND PROPOSED
EQUALIZATION BASIN**

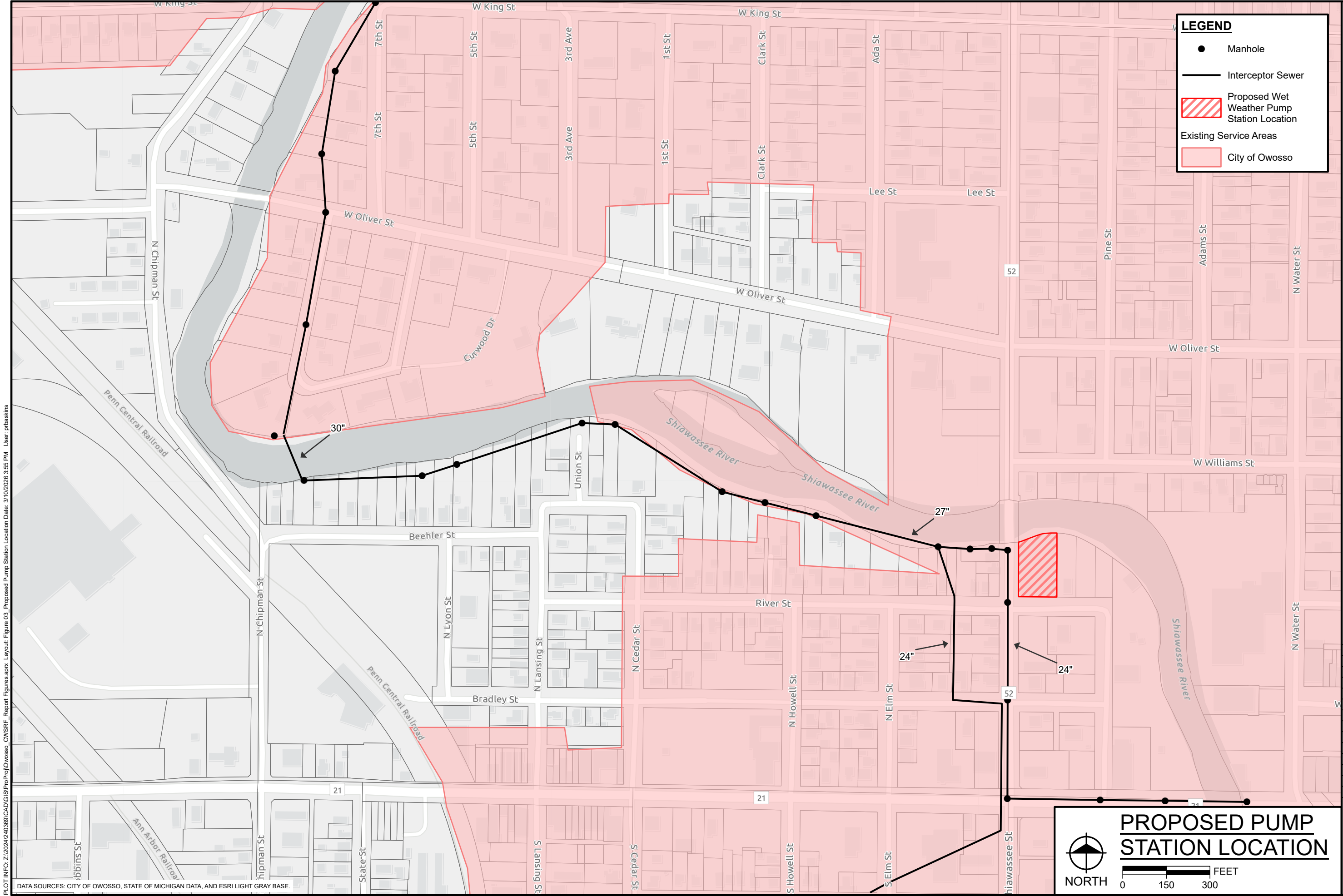
NORTH

0 50 100 FEET

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DATA SOURCES: CITY OF OWOSSO, STATE OF MICHIGAN DATA, AND ESRI LIGHT GRAY BASE.



LEGEND

- Manhole
- Interceptor Sewer
- ▨ Proposed Wet Weather Pump Station Location
- Existing Service Areas
- City of Owosso

PROPOSED PUMP STATION LOCATION

NORTH

0 150 300 FEET

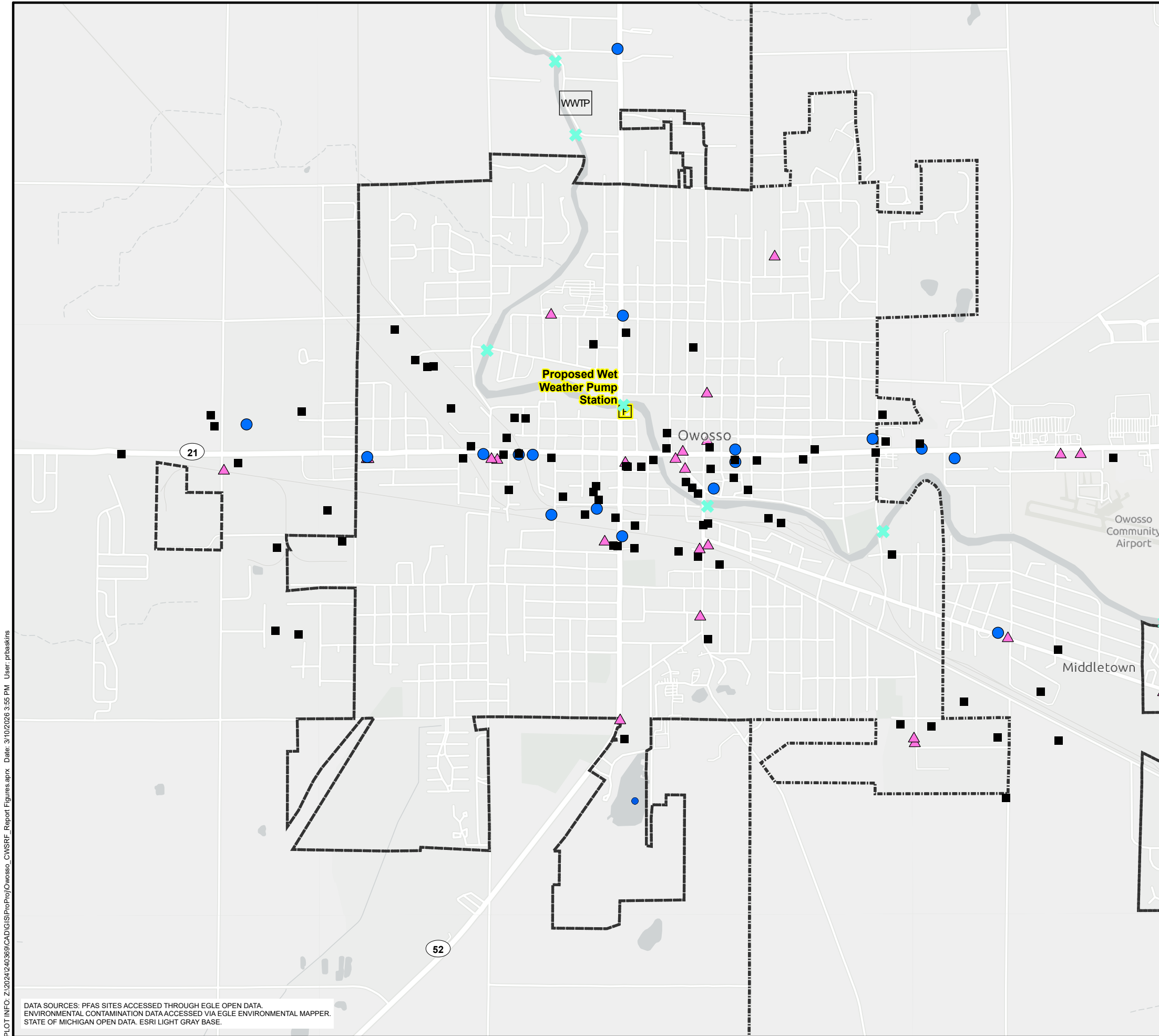
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City of Owosso
 Shiawassee County, Michigan
**Clean Water State Revolving Fund (CWSRF)
 Project Planning Amendment**



Maps



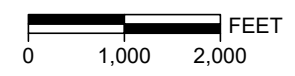


LEGEND

- WWTP Wastewater Treatment Plant
- P Proposed Wet Weather Pump Station
- Sites of Environmental Contamination (Part 201)
- Leaking Underground Storage Tanks (Part 213 Open)
- ▲ Leaking Underground Storage Tanks (Part 213 Closed)
- PFAS Surface Water
- ✕ PFAS Sites
- - - Municipal Boundaries



**ENVIRONMENTAL
CONTAMINATION**



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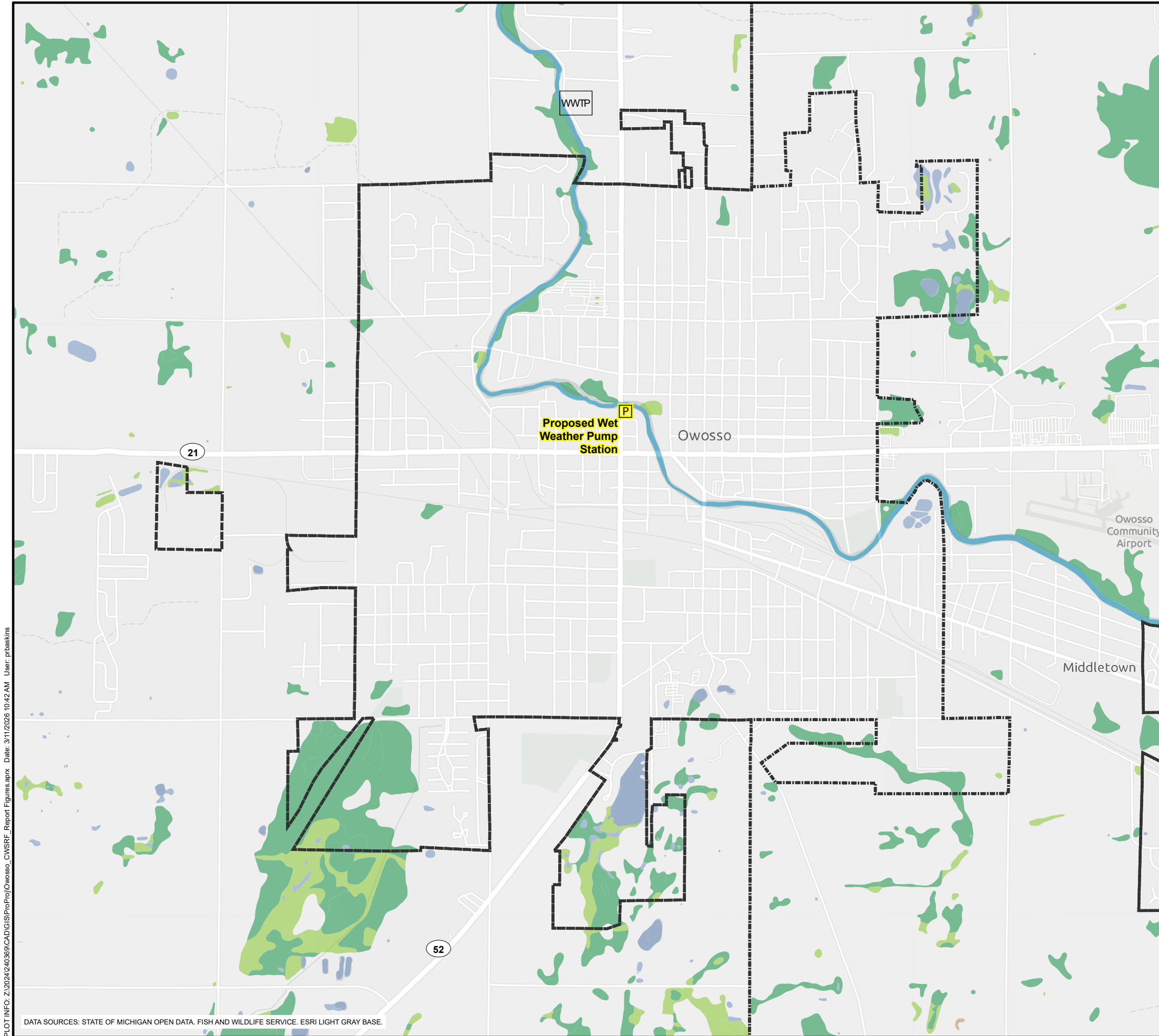
DATA SOURCES: PFAS SITES ACCESSED THROUGH EGLE OPEN DATA.
 ENVIRONMENTAL CONTAMINATION DATA ACCESSED VIA EGLE ENVIRONMENTAL MAPPER.
 STATE OF MICHIGAN OPEN DATA. ESRI LIGHT GRAY BASE.

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PROJECT NO.
240369

MAP NO.
1

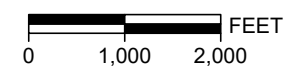


LEGEND

- WWTP Wastewater Treatment Plant
- P Proposed Wet Weather Pump Station
- Wetlands
 - Freshwater Emergent Wetland
 - Freshwater Forested/Shrub Wetland
 - Freshwater Pond
 - Other
 - Riverine
- Municipal Boundaries



WETLANDS AND MAJOR SURFACE WATERS



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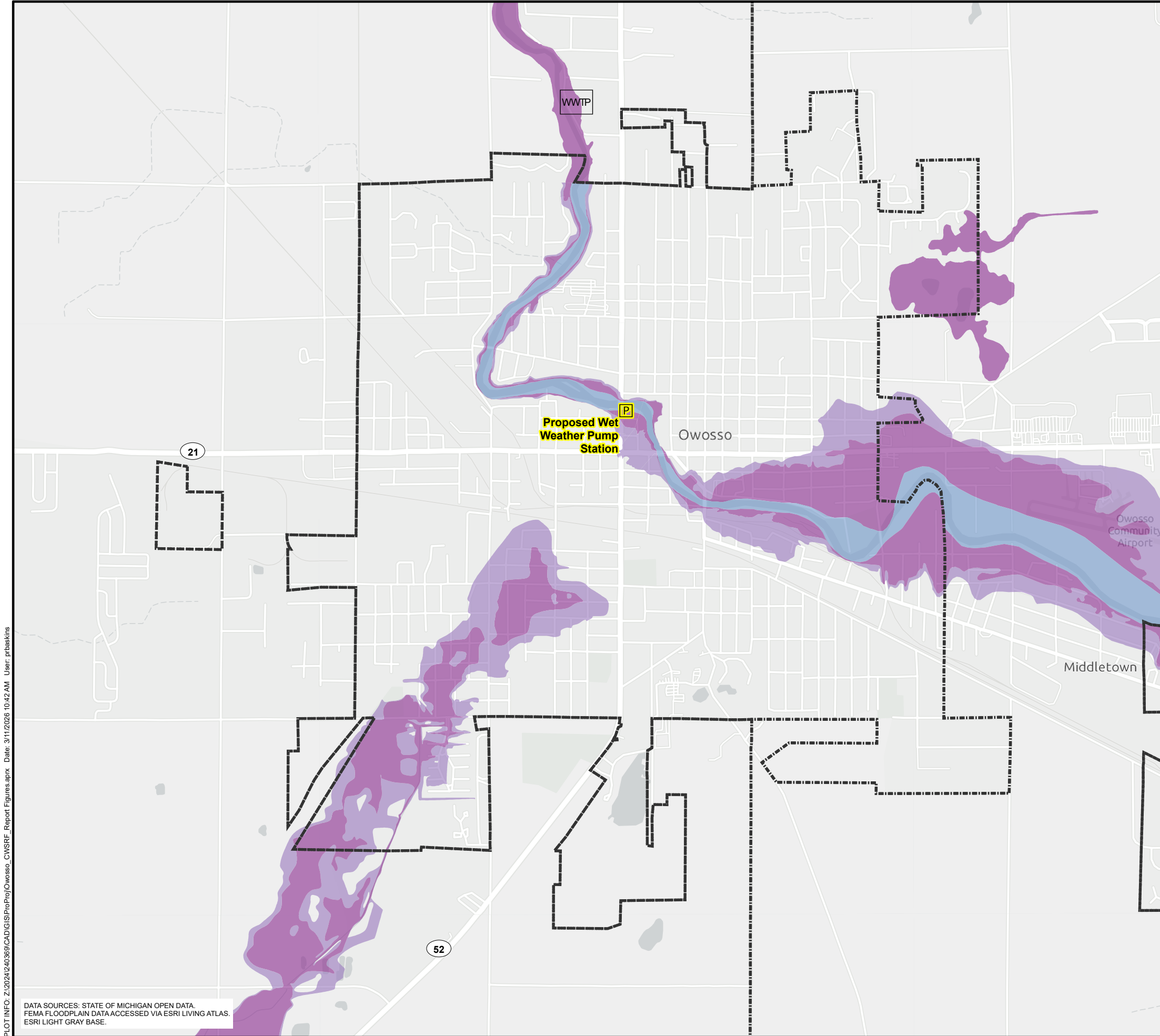
DATA SOURCES: STATE OF MICHIGAN OPEN DATA. FISH AND WILDLIFE SERVICE. ESRI LIGHT GRAY BASE.

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PROJECT NO.
240369

MAP NO.
2

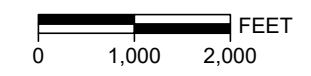


LEGEND

- WWTP Wastewater Treatment Plant
- P Proposed Wet Weather Pump Station
- FEMA Floodplain
 - 1% Annual Chance Flood Hazard
 - 0.2% Annual Chance Flood Hazard
 - Regulatory Floodway
 - Municipal Boundaries



FEMA FLOODPLAIN



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DATA SOURCES: STATE OF MICHIGAN OPEN DATA.
 FEMA FLOODPLAIN DATA ACCESSED VIA ESRI LIVING ATLAS.
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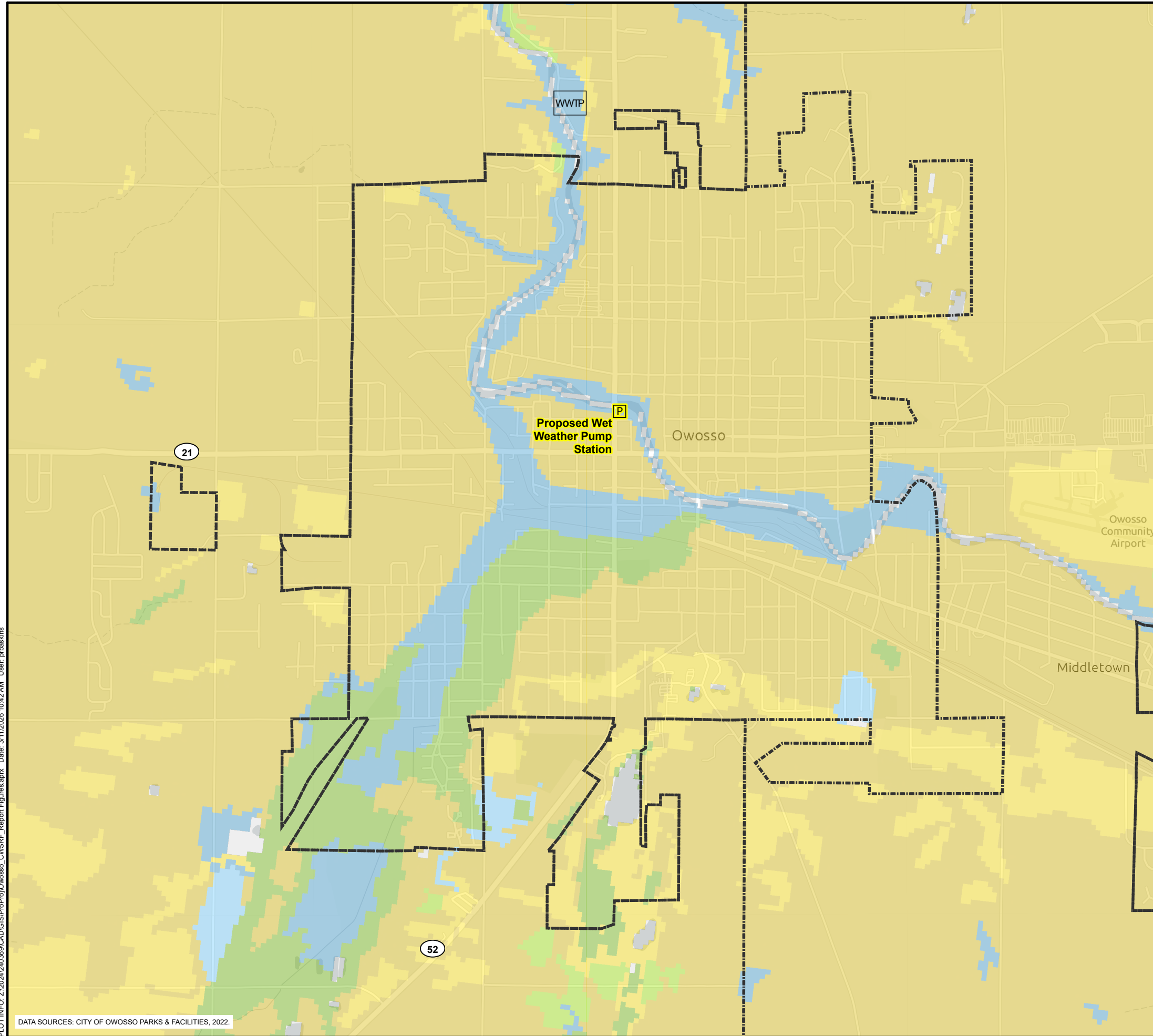
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PROJECT NO.
240369

MAP NO.
3

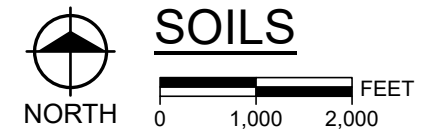
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DATA SOURCES: CITY OF OWOSSO PARKS & FACILITIES, 2022.



LEGEND

- WWTP Wastewater Treatment Plant
- P Proposed Wet Weather Pump Station
- USA Soils Hydrologic Group
 - Group A
 - Group B
 - Group C
 - Group A/D
 - Group B/D
 - Group C/D
- Municipal Boundaries



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City of Owosso
 Shiawassee County, Michigan
**Clean Water State Revolving Fund (CWSRF)
 Project Planning Amendment**

PROJECT NO.
240369

MAP NO.
4

Appendix

Appendix

1

Owosso WWTP
 Equalization Basin and Pump Station
 Project No. 220102

Cost Item	Units	Qty	Unit Cost	Initial Estimated Capital Cost
Equalization Basin				
Earthwork	CY	45000	60	\$2,700,000.00
Equalization Basin Concrete	CY	8130	1500	\$12,195,000.00
Site Restoration and piping	LS	1	\$ 500,000.00	\$500,000.00
Process Mechanical	LS	1	\$ 307,900.00	\$307,900.00
Electrical/SCADA	LS	1	\$ 307,900.00	\$307,900.00
Subtotal of EQ				\$16,011,000
Contractor General Conditions, Overhead, and Profit (15%)				\$2,410,000
Contingency (15%)				\$2,410,000
Engineering/Administration/Legal (15%)				\$3,130,000
Total of EQ Basin				\$23,961,000
Wet Weather Pump Station				
Forcemain PS to WWTP	LF	6800	\$ 300.00	\$2,040,000.00
Wet Weather Pumps (upto 3) submersible	EA	3	\$ 200,000.00	\$600,000.00
Wet Well /valve vault(Concrete)	LS	1	\$ 250,000.00	\$250,000.00
Land and Easement Acquisition	LS	1		\$80,000.00
Site Restoration/Piping	LS	1	\$ 300,000.00	\$300,000.00
Process Mechanical	LS	1	\$ 61,500.00	\$61,500.00
Electrical/SCADA	LS	1	\$ 202,875.00	\$202,875.00
Subtotal of PS				\$3,534,000
Contractor General Conditions, Overhead, and Profit (15%)				\$540,000
Contingency (15%)				\$540,000
Engineering/Administration/Legal (15%)				\$700,000
Total of Pump Station				\$5,314,000
Total Estimated Project Cost (EQ and PS)				\$ 30,000,000
	Estimated Capital Cost	Design Life (yrs)	Replace. Cost	Salvage Value
Equalization Basin Concrete	\$12,195,000	100	\$0	\$9,756,000
Site Restoration and piping	\$500,000	50	\$0	\$300,000
Process Mechanical	\$307,900	25	\$0	\$61,580
Electrical/SCADA	\$307,900	25	\$0	\$61,580
Forcemain PS to WWTP	\$2,040,000	50	\$0	\$1,224,000
Wet Weather Pumps (upto 3) submersible	\$600,000	25	\$0	\$120,000
Wet Well /valve vault(Concrete)	\$250,000	100	\$0	\$200,000
Site Restoration/Piping	\$300,000	50	\$0	\$180,000
Process Mechanical	\$61,500	25	\$0	\$12,300
Electrical/SCADA	\$202,875	25	\$0	\$40,575
Total Estimated Cost	\$3,534,000			\$11,956,035

20 Year Present Worth	Actual Cost	20 yr Present Worth
Initial Capital Cost	\$ 30,000,000	\$ 30,000,000
Annual O & M Cost	\$10,000	\$160,400
Salvage Value	\$ 11,956,035	(\$7,737,000)
Total Estimate of Present Worth		\$ 22,423,400

Notes:

Present Worth estimated using discount rate of

2.2% from EGLE

Appendix

2

**STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER BUREAU**

In the matter of:

ACO-SW05-015

Date Entered: _____

Gregg G. Guetschow, City Manager
City of Owosso
301 West Main Street
Owosso, Michigan 48867

ADMINISTRATIVE CONSENT ORDER

This document results from allegations by the Water Bureau (WB) of the Department of Environmental Quality (DEQ). The DEQ alleges the city of Owosso (City), which owns and operates the Owosso/Mid-Shiawassee Co. Wastewater Treatment Plant located at 1410 Chippewa Trail, Owosso, Shiawassee County, Michigan, is in violation of Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), MCL 324.3101 et seq. The City and the DEQ agree to resolve the violations set forth in the Findings section of this Administrative Consent Order (Consent Order) and to resolve this matter by entry of this Consent Order.

I. STIPULATIONS

The City and the DEQ stipulate as follows:

- 1.1 The NREPA MCL 324.101 et seq. is an act that controls pollution to protect the environment and natural resources in the state.
- 1.2 Pollution Control, Part 31, Water Resources Protection, of the NREPA (Part 31), MCL 324.3101 et seq., and the rules promulgated pursuant thereto, provides for the protection, conservation, and the control of pollution of the water resources of the state.
- 1.3 The DEQ is authorized by Section 3112(2) of Part 31 of the NREPA to enter orders requiring persons to abate pollution, and the director of the DEQ or his designee is delegated under Section 301(b) of the NREPA, MCL 324.301(b) to enter into this Consent Order with the City.

- 1.4 The City stipulates to the issuance and entry of this Consent Order to comply by consent and stipulates that the termination of this matter by a final order to be entered as a Consent Order is proper and acceptable. The City further agrees not to contest the issuance of this Consent Order. This Consent Order, thus, shall be considered a final order of the DEQ and shall become effective on the date it is signed by the Chief of the WB, delegee of the director, pursuant to Section 301(b) of the NREPA.
- 1.5 The City and the DEQ agree that the signing of this Consent Order is for settlement purposes only and does not constitute an admission by the City that the law has been violated.
- 1.6 The city manager as signatory to this Consent Order on behalf of the City agrees and attests that he is fully authorized to assure the compliance of the City with all requirements under this Consent Order.
- 1.7 The City shall achieve compliance with the aforementioned regulations in accordance with the requirements contained in Section III, Compliance Program, of this Consent Order.

II. FINDINGS

- 2.1 Section 3109(2) of Part 31 of the NREPA states: "The discharge of any raw sewage of human origin, directly or indirectly, into any of the waters of the state shall be considered prima facie evidence of a violation of this part by the municipality in which the discharge originated..."
- 2.2 Section 3109(4) of Part 31 of the NREPA states: "A violation of this section is prima facie evidence of the existence of a public nuisance and in addition to the remedies provided for in this part may be abated according to law in an action brought by the attorney general in a court of competent jurisdiction."

- 2.3 The City is authorized to discharge treated municipal wastewaters from the Owosso/Mid-Shiawassee County wastewater treatment plant (WWTP) to the Shiawassee River in accordance with the effluent limitations and monitoring requirements and other conditions as set forth in its National Pollutant Discharge Elimination System (NPDES) Permit number MI0023752 issued April 20, 2004 and expiring October 1, 2006.
- 2.4 The City of Corunna, Owosso Township, and Caledonia Township are all tributary to the City's WWTP, but each municipality maintains its own collection system.
- 2.5 The WWTP has a rated maximum capacity of 12 million gallons/day (MGD). The NPDES permit is based on a design flow rate of 6 MGD. During wet weather conditions, the WWTP has received in excess of 14 MGD. During some storm events, the inflow and infiltration (I/I) into the plant is greater than can be processed by all treatment systems at the WWTP.
- 2.6 The City has experienced numerous sanitary sewer overflows (SSOs) in the recent past that discharged into surface waters of the state. The chart below lists the SSO events:

<u>Dates of Sanitary Sewer Overflows and Volume of Discharge</u>					
LOCATION	DATE	VOLUME (gallons)	RECEIVING WATER	CAUSE	DATE OF RESOLUTION
Wright Street Force Main	12/26/1995	Unknown	Shiawassee River	Force Main failure	12/2001
Wright Street Force Main	1/9/1996	Unknown	Shiawassee River	Force Main failure	12/2001
WWTP	1/17/1996	400,000	Shiawassee River	Power outage	1/29/1996
Main Interceptor	2/21/1997-2/22/1997	1,000,000*	Shiawassee River	Main Interceptor unable to handle flow	
Wright Street Force Main	3/24/1997-3/26/1997	30,000	Shiawassee River	Force Main Failure	12/2001
WWTP	5/31/1998	600,000	Shiawassee River	Power outage	5/31/1998

Manhole by Chipman Drain	8/12/1998	600	Shiawassee River	Root mass in manhole blocked flow	
Palmer Street Lift Station	3/18/1999	<1,000	Hopkins Lake	Power outage	5/11/2001
Main Interceptor	5/19/2000	2,000,000*	Shiawassee River	Main Interceptor unable to handle flow	
Manhole by Chipman Drain	9/23-24/00	90,000	Shiawassee River	Roots and Drain unable to handle flow	
Manholes by Chipman Drain and M- 52	2/10/2001	<1,000,000*	Shiawassee River	Collection system unable to handle flow	
S. Shiawassee St. @ W. South Street	7/16/2001	Unknown	No discharge to surface water	Overflow from manhole	7/16/2001
N. bank Shiawassee River w. of M52 bridge	7/7/02- 7/8/02	5,000	Shiawassee River	Blockage of inverted siphon	
N. bank Shiawassee River w. of M52 bridge	3/24/2003	500	Shiawassee River	Blockage of inverted siphon by pieces of pipe due to soil borings	8/19/2004
Manhole overflows just downstream of M-52 bridge and just upstream of M-71 bridge	5/23/2004- 5/27/2004	>1,000,000*	Shiawassee River	Collection system unable to handle flow	
Manholes downstream	1/13/2005- 1/14/2005	500,000	Shiawassee River	Collection system	

of M-52 bridge and upstream of M-71 bridge in Owosso	unable to handle flow
--	--------------------------

* Approximate overflow volume

III. COMPLIANCE PROGRAM

IT IS THEREFORE AGREED AND ORDERED THAT the City will take the following actions to prevent further violations of Part 31:

- 3.1 The City agrees to submit to the DEQ for review and approval an initial work plan based on the existing assessment of the sewer collection system that has priority areas to be remediated identified on it within 30 days of entry into this Consent Order, to the address located in paragraph 3.8 of this Consent Order. The City agrees to submit to the DEQ for review and approval a final work plan within 30 days after receiving approval of the plan from the DEQ addressing the planned remediation of illicit public sector Inflow and Infiltration (I/I) and other major areas of public sector I/I that are upstream of the areas in the City experiencing sanitary sewer overflows (SSO's). The City agrees to submit a summary report annually, due on March 1, with the first one due on March 1, 2006 and the last one due the year after all of the planned illicit I/I and other major I/I removal efforts has been completed, in accordance with the City's final approved work plan. The annual summary report shall consist of the most recent assessment of the sewer collection system. The annual assessment of the sewer collection system shall include the results of the City conducting television inspections of all sewer lines in the priority subbasins, all manhole inspections in the collection system, and smoke testing of the lines; any new information that the assessments of the sewer system identify; a summary of the investigation, assessment and remediation activities completed in the previous calendar year; and the work that is left to be completed in the complete identification and removal of illicit I/I and other major public sector I/I connections to the City's sewer collection system. The City agrees that the complete assessment of the sewer collection system and the illicit I/I and other major public sector I/I separation efforts will last no longer than five years, beginning with the date that the DEQ approves the final work plan.

- 3.2 The City agrees to conduct a private sector inspection program in year 1 and 2 of the five year work plan in paragraph 3.1 of this Consent Order to quantify the number and location of illicit private sector connections to the sewer collection system. When existing sump pump and roof drains connecting to the sanitary sewer are located, the City will

immediately initiate an enforcement process beginning with a certified letter from the City to the homeowner in accordance with the City's rules and regulations pursuant to Article IV, Sewer Service, Section 34-101 to Section 34-245 of Chapter 34, Utilities and Services, of the City Code of Ordinances for the City of Owosso. This enforcement process will be initiated with the goal of removing the existing sump pumps and roof drains from the City's sewerage system. A pilot program conducted during year 1 and 2 for the removal of gravity footing drains will also be conducted in order to better define the private sector I/I contribution in the overall sewer model and the actual cost of corrective actions.

- 3.3 The City agrees to conduct flow monitoring and report the results of the monitoring in its annual report due by no later than March 1 of 2006 and 2007, to the DEQ, Water Bureau, Lansing District Office and as required by paragraph 3.1 of this Consent Order. The City agrees to conduct flow monitoring on the southwest quadrant of the City's sewer collection system and complete it in 2005 and to conduct and complete the flow monitoring for the southeast quadrant in 2006.
- 3.4 The City agrees that by March 1, 2007, the City will submit an initial work plan for review and approval that will list the proposed schedule with dates, beginning in 2007, not to exceed ten years for an efficient and appropriate control strategy to reduce or contain I/I from private sector sources and that is equivalent to the remedial design standard of the 25-year/24-hour storm, using growth conditions and normal soil moisture and in accordance with the DEQ Sanitary Sewer Overflow Policy of December 27, 2002.

Some initial options include:

1. I/I reduction including gravity footing drain separation, or
2. Public sector I/I reduction; private sector inflow reduction without gravity footing drain removal, and retention of flow which exceeds system capacity through the use of satellite retention basins or a single basin, or
3. A combination of gravity footing drain separation, retention, and storage.

3.5 Implementing the Control Strategy from Private Sector Sources

A. If the City and the DEQ determine that the City will complete the requirement for a control strategy through I/I reduction including gravity footing drain separation, based upon approval of the initial work plan submitted in accordance with paragraph 3.4 of this Consent Order, the City shall submit a final work plan to the DEQ for review and approval by no later than June 1, 2007. This final work plan shall:

1. Describe the strategy for the separation efforts of the private sector sources of I/I to the City's system, including appropriate permitting needs;
2. Include time frames for separation efforts not to exceed ten years;
3. Describe the location of the sources and the way in which the City will ensure compliance from the homeowner for the separation effort;
4. Describe the reporting method and frequency of reporting that the City will use to notify the DEQ of its progress of the separation efforts, which may include, but its not limited to reporting at the same time as the annual report required by paragraph 3.6 of this Consent Order; and
5. Provide for one year of flow monitoring after the ten years of separation efforts to comply with the provisions of the remedial design standard of the 25-year/24-hourstorm, using growth conditions and normal soil moisture and in accordance with the DEQ Sanitary Sewer Overflow Policy of December 27, 2002.

B. If the City and the DEQ determine that retention and related facilities are needed as a part of the control strategy chosen, based on the results of the flow monitoring conducted in 2005 and 2006, the City shall submit a basis of design with appropriate details for review and approval describing the necessary size, planned location(s), design, and financing of the facilities by June 1, 2007. The appropriate permitting shall be

obtained prior to the beginning of construction and the construction of these facilities shall be completed by December 1, 2010.

C. If the City and the DEQ determine that a combination of gravity footing drain separation, retention, and storage is needed, based on the results of the flow monitoring conducted in 2005 and 2006, the basis of design for review and approval describing necessary size, planned location(s), design, and financing of the gravity footing drain separation, retention and storage shall be submitted by June 1, 2007. The appropriate permitting shall be obtained prior to the beginning of construction and the construction of the retention and storage of this option shall be completed by December 1, 2010; and the gravity footing drain separation of this option shall be completed no later than June 1, 2017.

3.6 The City agrees to submit annual performance reviews to the DEQ Lansing District Office of the operation of the City's sewerage system, including an analysis of the effectiveness of the work completed, pursuant to this Consent Order, in eliminating illicit public and private connections to the sewerage system, thereby reducing the I/I to the sewerage system. The City shall include its first five years of annual performance reviews with its summary report due annually on March 1, in accordance with paragraph 3.1 of this Consent Order. The City shall continue to submit annual performance reviews on March 1 until this Consent Order is terminated in accordance with Section XII of this Consent Order.

3.7 The City agrees to create and pass Rules and Regulations pursuant to its authority of Section 34-203 of Ordinance No. 433 of 1985, entitled "Rules and Regulations" of the City Code of Ordinances for the City of Owosso. The City shall submit these Rules and Regulations to the DEQ for review and approval within 30 days of entry of this Consent Order. The Rules and Regulations shall be created to ban the construction and connection of potential public and private I/I sources to the City's sewerage system that are not strictly approved by the City and other applicable local, state or federal permitting

authorities, including, but not limited to footing drains, rooftop drains and sump pumps; the Rules and Regulations shall list policies and standards for the elimination of existing illicit I/I sources; and the Rules and Regulations shall list an enforcement procedure that the City shall undertake if new illicit connections are discovered.

- 3.8 The City shall submit all reports, work plans, specifications, schedules, or any other writing required by this section to the Lansing District Supervisor, DEQ-WB-Lansing District, P. O. Box 30242, 4th Floor, North Tower, Lansing, Michigan, 48909. Alternatively, mailings requiring a street address may be sent to the Lansing District Supervisor at DEQ-WB-Lansing District, Constitution Hall, 525 W. Allegan, 4th Floor, North Tower, Lansing, Michigan, 48933. The cover letter with each submittal shall identify the specific paragraph and requirement of this Consent Order that the submittal is intended to satisfy.

IV. DEQ APPROVAL OF SUBMITTALS

- 4.1 For any work plan, proposal, or other document, excluding applications for permits or licenses, that are required by this Consent Order to be submitted to the DEQ by the City, the following process and terms of approval shall apply.
- 4.2 All work plans, proposals, and other documents required to be submitted by this Consent Order shall include all of the information required by the applicable statute and/or rule, and all of the information required by the applicable paragraph(s) of this Consent Order.
- 4.3 In the event the DEQ disapproves a work plan, proposal, or other document, it will notify the City, in writing, specifying the reasons for such disapproval. The City shall submit, within 30 days of receipt of such disapproval, a revised work plan, proposal, or other document which adequately addresses the reasons for the DEQ's disapproval. If the revised work plan, proposal, or other document is still not acceptable to the DEQ, the DEQ will notify the City of this disapproval.

- 4.4 In the event the DEQ approves with specific modifications, a work plan, proposal, or other document, it will notify the City, in writing, specifying the modifications required to be made to such work plan, proposal, or other document prior to its implementation and the specific reasons for such modifications. The DEQ may require the City to submit, prior to implementation and within 30 days of receipt of such approval with specific modifications, a revised work plan, proposal, or other document which adequately addresses such modifications. If the revised work plan, proposal, or other document is still not acceptable to the DEQ, the DEQ will notify the City of this disapproval.
- 4.5 Upon DEQ approval, or approval with modifications, of a work plan, proposal, or other document, such work plan, proposal, or other document shall be incorporated by reference into this Consent Order and shall be enforceable in accordance with the provisions of this Consent Order.
- 4.6 Failure by the City to submit an approvable work plan, proposal, or other document, within the applicable time periods specified above, constitutes a violation of this Consent Order and shall subject the City to the enforcement provisions of this Consent Order, including the stipulated penalty provisions specified in paragraph 9.3.
- 4.7 Any delays caused by the City's failure to submit an approvable work plan, proposal, or other document when due shall in no way affect or alter the City's responsibility to comply with any other deadline(s) specified in this Consent Order.
- 4.8 No informal advice, guidance, suggestions, or comments by the DEQ regarding reports, work plans, plans, specifications, schedules or any other writing submitted by the City will be construed as relieving the City of its obligation to obtain written approval, if and when required by this Consent Order.

V. EXTENSIONS

- 5.1 The City and the DEQ agree that the DEQ may grant the City a reasonable extension of the specified deadlines set forth in this Consent Order. Any extension shall be preceded by a written request in duplicate to the DEQ, WB, Enforcement Unit Chief, Constitution Hall, 525 W. Allegan, P.O. Box 30273, Lansing, Michigan, 48909-7773, and the Lansing District Supervisor at the address in paragraph 3.8, no later than ten business days prior to the pertinent deadline, and shall include:
- a. Identification of the specific deadline(s) of this Consent Order that will not be met.
 - b. A detailed description of the circumstances that will prevent the City from meeting the deadline(s).
 - c. A description of the measures the City has taken and/or intends to take to meet the required deadline; and
 - d. The length of the extension requested and the specific date on which the obligation will be met.

The Lansing District Supervisor, in consultation with the Enforcement Unit Chief, shall respond in writing to such requests. No change or modification to this Consent Order shall be valid unless in writing from the DEQ, and if applicable, signed by both parties.

VI. REPORTING

- 6.1 The City shall verbally report any violation(s) of the terms and conditions of this Consent Order to the Lansing District Supervisor by no later than the close of the next business day following detection of such violation(s) and shall follow such notification with a written report within five business days following detection of such violation(s). The written report shall include a detailed description of the violation(s), as well as a description of any actions proposed or taken to correct the violation(s). The City shall report any anticipated violation(s) of this Consent Order to the above-referenced individual in advance of the relevant deadlines whenever possible.

VII. RETENTION OF RECORDS

- 7.1 Upon request by an authorized representative of the DEQ, the City shall make available to the DEQ all records, plans, logs, and other documents required to be maintained under this Consent Order or pursuant to Part 31 or its rules. All such documents shall be retained by the City for at least a period of three years from the date of generation of the record unless a longer period of record retention is required by Part 31 or its rules.

VIII. RIGHT OF ENTRY

- 8.1 The City shall allow any authorized representative or contractor of the DEQ, upon presentation of proper credentials, to enter upon the premises of the facility at all reasonable times for the purpose of monitoring compliance with the provisions of this Consent Order. This paragraph in no way limits the authority of the DEQ to conduct tests and inspections pursuant to the NREPA and the rules promulgated thereunder, or any other applicable statutory provision.

IX. PENALTIES

- 9.1 The City agrees to pay to the State of Michigan \$2,500 as partial compensation for the cost of investigations and enforcement activities arising from the violations specified in Section II of this Consent Order. Payment shall be made within 30 days of the effective date of this Consent Order in accordance with paragraph 9.6.
- 9.2 The City agrees to pay a civil fine of \$20,000 for the violations specified in Section II of this Consent Order. Payment shall be made within 30 days of the effective date of this Consent Order in accordance with paragraph 9.6.
- 9.3 For each failure to comply with the provisions of Section III and IV of this Consent Order,

the City shall pay stipulated penalties of **\$500** per violation per day for 1 to 7 days of violation, **\$1000** per violation per day for 8 to 14 days of violation, and **\$1500** per violation per day for each day of violation thereafter. Failure to perform any of the following requirements shall be considered separate violations of this Consent Order and are subject to stipulated penalties under this paragraph:

- a. Failure to submit an approvable work plan, proposal, or other document by the required dates in accordance with Section III.
- b. Failure to implement, complete or comply with any activity or condition required by Section III, including those contained in any approved work plan or other document required to be implemented and completed by Section III; and
- c. Failure to submit approvable revised work plans, proposals, or other documents addressing a DEQ disapproval or approval with modifications by the required dates in accordance with paragraphs 4.3 or 4.4.

9.4 For each failure to comply with any other provision of this Consent Order not specified in paragraph 9.3, the City shall pay stipulated penalties of **\$500** per violation per day for each day of violation. Failure to perform any of the following requirements shall be considered separate violations of this Consent Order and are subject to stipulated penalties under this paragraph:

- a. Failure to verbally report violations and submit written reports by the required dates in accordance with paragraph 6.1.
- b. Failure to retain records on site in accordance with paragraph 7.1.
- c. Failure to pay civil fines, costs, or stipulated or interest penalties by the required dates in accordance with this section; and
- d. Any other requirement of this Consent Order.

9.5 Stipulated penalties accruing under paragraphs 9.3 or 9.4 shall be paid within 30 days after written demand by the DEQ in accordance with paragraph 9.6.

- 9.6 The City agrees to pay all funds due pursuant to this agreement by check made payable to the State of Michigan and delivered to the DEQ, Revenue Control Unit, P.O. Box 30657, 525 West Allegan Street, 5th Floor, South Tower, Lansing, Michigan, 48909-8157. To ensure proper credit, all payments made pursuant to this Consent Order must include the **Payment Identification Number WTR3034**.
- 9.7 The City agrees not to contest the legality of the civil fine or costs paid pursuant to paragraphs 9.1, and 9.2, above. The City further agrees not to contest the legality of any stipulated penalties or interest penalties assessed pursuant to paragraphs 9.3, 9.4 and 9.5, above, but reserves the right to dispute the factual basis upon which a demand by the DEQ for stipulated penalties or interest penalties is made.

X. DISPUTE RESOLUTION

- 10.1 Unless otherwise provided in this Consent Order, the dispute resolution procedures of this section shall be the City's exclusive mechanism to resolve disputes arising under or with respect to this Consent Order. However, the procedures set forth in this section shall not apply to actions by the state to enforce obligations of the City under this Consent Order. Initiation of dispute resolution shall not be cause for the City to delay the performance of any compliance requirements or response activity.
- 10.2 Any dispute by the City that arises under this Consent Order shall in the first instance be the subject of informal negotiations between the City and the DEQ (parties). The period of negotiations shall not exceed 20 days from the date of written notice by the City to the DEQ that a dispute has arisen, unless the time period for negotiations is modified by written agreement between the parties. A dispute under this section shall occur when the City sends the DEQ a written notice of dispute. If agreement cannot be reached on any issue within this 20-day period, the DEQ shall provide a written statement of its decision to the City and, in the absence of initiation of formal dispute resolution by the City under

paragraph 10.3, the DEQ's position as outlined in its written informal decision, shall be binding on the parties.

10.3 If the City and the DEQ cannot informally resolve a dispute under paragraph 10.2, the City may initiate formal dispute resolution by requesting review of the disputed issues by the DEQ, WB Chief. This written request must be filed with the DEQ, WB Chief within 15 days of the City's receipt of the DEQ's informal decision that is issued at the conclusion of the informal dispute resolution procedure set forth in paragraph 10.2. The City's request shall state the issues in dispute; the relevant facts upon which the dispute is based; any factual data, analysis, or opinion supporting its position; and all supporting documentation upon which the City bases its position. Within 21 days of the WB Chief's receipt of the City's request for a review of disputed issues, the WB Chief will provide a written statement of decision to the City, which will include a statement of his/her understanding of the issues in dispute; the relevant facts upon which the dispute is based; any factual data, analysis, or opinion supporting her/his position; and all supporting documentation relied upon by the WB Chief in review of the disputed issues. The WB Chief's time period for review of the disputed issues may be extended by written agreement of the parties.

10.4 The written statement of the WB Chief issued under paragraph 10.3 shall be a final decision and is binding on the parties unless, within 21 days under the Revised Judicature Act after receipt of the DEQ's written statement of decision, the City files a petition for judicial review in a court of competent jurisdiction that shall set forth a description of the matter in dispute, the efforts made by the parties to resolve it, the relief requested, and the schedule, if any, within which the dispute must be resolved to ensure orderly implementation of this Consent Order.

10.5 An administrative record of the dispute shall be maintained by the DEQ. The administrative record shall include all of the information provided by the City pursuant to paragraph 10.3, as well as any other documents relied upon by the DEQ in making its

final decision pursuant to paragraph 10.3. Where appropriate, the DEQ shall allow submission of supplemental statements of position by the parties to the dispute.

10.6 In documented form on any dispute, the City shall have the burden of demonstrating on the administrative record that the position of the DEQ is arbitrary and capricious or otherwise not in accordance with law. In documented form on any dispute initiated by the City, it shall bear the burden of persuasion on factual issues.

10.7 Notwithstanding the invocation of dispute resolution procedures under this section, stipulated penalties shall accrue from the first day of any failure or refusal to comply with any term or condition of this Consent Order, but payment shall be stayed pending resolution of the dispute. Stipulated penalties shall be paid within 30 days after resolution of the dispute. The City shall pay that portion of a demand for payment of stipulated penalties that is not subject to dispute resolution procedures in accordance with and in the manner provided in Section IX (Penalties).

XI. FORCE MAJEURE

11.1 The City shall perform the requirements of this Consent Order within the time limits established herein, unless performance is prevented or delayed by events that constitute a "Force Majeure." Any delay in the performance attributable to a "Force Majeure" shall not be deemed a violation of the City's obligations under this Consent Order in accordance with this section.

11.2 For the purpose of this Consent Order, "Force Majeure" means an occurrence or nonoccurrence arising from causes not foreseeable, beyond the control of, and without the fault of the City, such as: an Act of God, untimely review of permit applications or submissions by the DEQ or other applicable authority, and acts or omissions of third

parties that could not have been avoided or overcome by the City's diligence and that delay the performance of an obligation under this Consent Order. "Force Majeure" does not include, among other things, unanticipated or increased costs, changed financial circumstances, or failure to obtain a permit or license as a result of the City's actions or omissions.

11.3 The City shall notify the DEQ, by telephone, within 48 hours of discovering any event that causes a delay in its compliance with any provision of this Consent Order. Verbal notice shall be followed by written notice within ten calendar days and shall describe, in detail, the anticipated length of delay, the precise cause or causes of delay, the measures taken by the City to prevent or minimize the delay, and the timetable by which those measures shall be implemented. The City shall adopt all reasonable measures to avoid or minimize any such delay.

11.4 Failure of the City to comply with the notice requirements and time provisions under paragraph 11.3 shall render this Section XI void and of no force and effect as to the particular incident involved. The DEQ may, at its sole discretion and in appropriate circumstances, waive in writing the notice requirements of paragraph 11.3, above.

11.5 If the parties agree that the delay or anticipated delay was beyond the control of the City, this may be so stipulated, and the parties to this Consent Order may agree upon an appropriate modification of this Consent Order. If the parties to this Consent Order are unable to reach such agreement, the dispute shall be resolved in accordance with Section X (Dispute Resolution) of this Consent Order. The burden of proving that any delay was beyond the reasonable control of the City, and that all the requirements of this Section XI have been met by the City, rests with the City.

11.6 An extension of one compliance date based upon a particular incident does not necessarily mean that the City qualifies for an extension of a subsequent compliance date

without providing proof regarding each incremental step or other requirement for which an extension is sought.

XII. GENERAL PROVISIONS

- 12.1 With respect to any violations not specifically addressed and resolved by this Consent Order, the DEQ reserves the right to pursue any other remedies to which it is entitled for any failure on the part of the City to comply with the requirements of the NREPA and its rules.
- 12.2 The DEQ and the City consent to enforcement of this Consent Order in the same manner and by the same procedures for all final orders entered pursuant to Part 31, MCL 324.3101 et seq.; and enforcement pursuant to Part 17, Michigan Environmental Protection Act, of the NREPA, MCL 324.1701 et seq.
- 12.3 This Consent Order in no way affects the City's responsibility to comply with any other applicable state, federal, or local laws or regulations.
- 12.4 The WB, at its discretion, may seek stipulated fines or statutory fines for any violation of this Consent Order. However, the WB is precluded from seeking both a stipulated fine under this Consent Order and a statutory fine for the same violation.
- 12.5 Nothing in this Consent Order is or shall be considered to affect any liability the City may have for natural resource damages caused by the City's ownership and/or operation of the facility. The State of Michigan does not waive any rights to bring an appropriate action to recover such damages to the natural resources.
- 12.6 In the event the City sells or transfers the facility, it shall advise any purchaser or transferee of the existence of this Consent Order in connection with such sale or transfer. Within 30 calendar days, the City shall also notify the WB Lansing District Supervisor, in

writing, of such sale or transfer, the identity and address of any purchaser or transferee, and confirm the fact that notice of this Consent Order has been given to the purchaser and/or transferee. The purchaser and/or transferee of this Consent Order must agree, in writing, to assume all of the obligations of this Consent Order. A copy of that agreement shall be forwarded to the WB Lansing District Supervisor within 30 days of assuming the obligations of this Consent Order.

- 12.7 The provisions of this Consent Order shall apply to and be binding upon the parties to this action, and their successors and assigns.
- 12.8 This Consent Order constitutes a civil settlement and satisfaction as to the resolution of the violations specifically addressed herein; however, it does not resolve any criminal action that may result from these same violations.

XIII. TERMINATION

- 13.1 This Consent Order shall remain in full force and effect until terminated by a written Termination Notice (TN) issued by the DEQ. Prior to issuance of a written TN, the City shall submit a request consisting of a written certification that the City has fully complied with the requirements of this Consent Order and has made payment of any fines, including stipulated penalties, required in this Consent Order. Specifically, this certification shall include:
- a. The date of compliance with each provision of the compliance program in Section III, and the date any fines or penalties were paid.
 - b. A statement that all required information has been reported to the district supervisor; and
 - c. Confirmation that all records required to be maintained pursuant to this Consent Order are being maintained at the facility.

The DEQ may also request additional relevant information. The DEQ shall not unreasonably withhold issuance of a TN.

Signatories

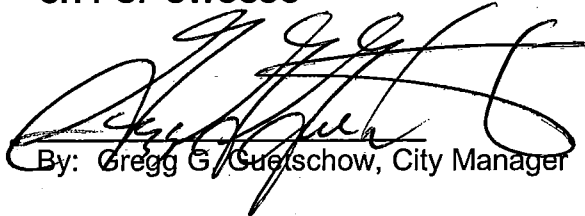
The undersigned CERTIFY they are fully authorized by the party they represent to enter into this Consent Order to comply by consent and to EXECUTE and LEGALLY BIND that party to it.

DEPARTMENT OF ENVIRONMENTAL QUALITY

Richard A. Powers, Chief
Water Bureau

Date

CITY OF OWOSSO


By: Gregg G. Guetschow, City Manager

Date

APPROVED AS TO FORM:

By: Alan F. Hoffman, Assistant Attorney General
For: Mark W. Matus
Assistant Attorney General in Charge
Environment, Natural Resources, and Agriculture Division
Michigan Department of Attorney General

Date

Appendix

3

RESOLUTION NO. 52-2025

**SPECIFIC CAPITAL IMPROVEMENT PLAN OPTION:
WATER AND SEWER RATE SCHEDULE
FOR THE CITY FISCAL YEARS BEGINNING JULY 1, 2025 THROUGH JUNE 30, 2030**

"Pursuant to Sections 34-248. Water Rates, and 34-249. Sewer Rates, of Article V, of Chapter 34, of the Owosso City Code, the City Council does hereby resolve that the revised rate schedule for water and sewer service shall be in effect for the City fiscal years 2025-26 through 2029-30 and continuing thereafter until modified or replaced by further Council action. Bills issued with a nominal bill date of June 30th, covering the quarter from April to June, shall be billed under the previous rate schedule. Rates for future fiscal years will become effective on July 1st of the fiscal year noted. All previous resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed following the effective date of this schedule."

I. QUARTERLY WATER AND SEWER RATES

In-town quarterly water service charges consist of: a demand charge based on water meter size, a capital charge dedicated for water main replacement, and a metered usage charge (see tables below for appropriate fiscal year). One meter unit is equal to 100 cubic feet of water or about 750 gallons. Rates for retail out-of-town water service are double the in-town rate, except that the capital charge does not apply to out-of-town customers where the respective Township separately finances water main replacement. Twenty five percent of the out-of-town revenue is collected for and transferred to the respective Township for use in replacing and improving their water distribution system.

Quarterly sewer charges consist of a demand charge based on the water meter size (see table below) and a sewer usage charge based on metered water consumption. The City has no retail out-of-town sewer service.

Bills are issued on a quarterly basis and, if not paid by the due date as shown on the billing, a late payment charge of ten percent (10%) of the current amount due may be added for failure to make prompt payment.

A. POTABLE WATER SERVICE

QUARTERLY WATER SERVICE CHARGES CONSIST OF:

In-town: In-town Water Usage Charge – charged per meter unit
In-town Water Demand Charge – based on water meter size
+ Capital Charge – based on water meter size

TOTAL IN-TOWN QUARTERLY WATER SERVICE CHARGES

Out-of-town: Out-of-town Water Usage Charge - charged per meter unit
+ Out-of-town Water Demand Charge – based on water meter size

TOTAL OUT-OF-TOWN QUARTERLY WATER SERVICE CHARGES

Consult the chart below from the appropriate fiscal year to determine applicable charges:

WATER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026

Meter Size	In-town Usage	In-town Demand	In-town Capital	Out-of-town Usage	Out-of-town Demand
5/8"	\$4.14	\$53.94	\$35.51	\$8.28	\$107.87
3/4"	\$4.14	\$80.91	\$53.28	\$8.28	\$161.81

WATER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026 (cont.)

Meter Size	In-town Usage	In-town Demand	In-town Capital	Out-of-town Usage	Out-of-town Demand
1"	\$4.14	\$134.84	\$88.80	\$8.28	\$269.68
1.5"	\$4.14	\$269.68	\$177.59	\$8.28	\$539.36
2"	\$4.14	\$431.50	\$284.15	\$8.28	\$862.98
3"	\$4.14	\$809.04	\$532.78	\$8.28	\$1,618.09
4"	\$4.14	\$1,348.40	\$887.98	\$8.28	\$2,696.81
6"	\$4.14	\$2,696.81	\$1,775.95	\$8.28	\$5,393.62
8"	\$4.14	\$4,315.20	\$2,841.09	\$8.28	\$8,629.41
10"	\$4.14	\$6,203.10	\$4,084.06	\$8.28	\$12,404.77
12"	\$4.14	\$11,597.10	\$7,635.42	\$8.28	\$23,191.53

WATER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027

Meter Size	In-town Usage	In-town Demand	In-town Capital	Out-of-town Usage	Out-of-town Demand
5/8"	\$5.14	\$66.89	\$44.04	\$10.27	\$133.76
3/4"	\$5.14	\$100.33	\$66.07	\$10.27	\$200.64
1"	\$5.14	\$167.20	\$110.11	\$10.27	\$334.40
1.5"	\$5.14	\$334.40	\$220.22	\$10.27	\$668.81
2"	\$5.14	\$535.05	\$352.34	\$10.27	\$1,070.09
3"	\$5.14	\$1,003.21	\$660.65	\$10.27	\$2,006.43
4"	\$5.14	\$1,672.02	\$1,101.09	\$10.27	\$3,344.05
6"	\$5.14	\$3,344.05	\$2,202.18	\$10.27	\$6,688.08
8"	\$5.14	\$5,350.85	\$3,522.95	\$10.27	\$10,700.47
10"	\$5.14	\$7,691.84	\$5,064.24	\$10.27	\$15,381.92
12"	\$5.14	\$14,380.40	\$9,467.93	\$10.27	\$28,757.50

WATER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2027 - JUNE 30, 2028

Meter Size	In-town Usage	In-town Demand	In-town Capital	Out-of-town Usage	Out-of-town Demand
5/8"	\$5.75	\$74.91	\$49.32	\$11.50	\$149.81
3/4"	\$5.75	\$112.37	\$74.00	\$11.50	\$224.72
1"	\$5.75	\$187.26	\$123.32	\$11.50	\$374.52
1.5"	\$5.75	\$374.52	\$246.64	\$11.50	\$749.07
2"	\$5.75	\$599.26	\$394.62	\$11.50	\$1,198.50
3"	\$5.75	\$1,123.59	\$739.92	\$11.50	\$2,247.20
4"	\$5.75	\$1,872.66	\$1,233.22	\$11.50	\$3,745.34
6"	\$5.75	\$3,745.34	\$2,466.44	\$11.50	\$7,490.65
8"	\$5.75	\$5,992.95	\$3,945.70	\$11.50	\$11,984.52
10"	\$5.75	\$8,614.87	\$5,671.95	\$11.50	\$17,227.75
12"	\$5.75	\$16,106.05	\$10,604.08	\$11.50	\$32,208.40

WATER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2028 - JUNE 30, 2029

Meter Size	In-town Usage	In-town Demand	In-town Capital	Out-of-town Usage	Out-of-town Demand
5/8"	\$6.44	\$83.90	\$55.24	\$12.88	\$167.78
3/4"	\$6.44	\$125.85	\$82.88	\$12.88	\$251.68
1"	\$6.44	\$209.73	\$138.12	\$12.88	\$419.47
1.5"	\$6.44	\$419.47	\$276.24	\$12.88	\$838.96
2"	\$6.44	\$671.17	\$441.98	\$12.88	\$1,342.32
3"	\$6.44	\$1,258.42	\$828.71	\$12.88	\$2,516.87
4"	\$6.44	\$2,097.38	\$1,381.21	\$12.88	\$4,194.78
6"	\$6.44	\$4,194.78	\$2,762.42	\$12.88	\$8,389.53
8"	\$6.44	\$6,712.10	\$4,419.19	\$12.88	\$13,422.66
10"	\$6.44	\$9,648.65	\$6,352.58	\$12.88	\$19,295.08
12"	\$6.44	\$18,038.78	\$11,876.57	\$12.88	\$36,073.41

WATER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2029 - JUNE 30, 2030

Meter Size	In-town Usage	In-town Demand	In-town Capital	Out-of-town Usage	Out-of-town Demand
5/8"	\$6.64	\$86.42	\$56.90	\$13.27	\$172.82
3/4"	\$6.64	\$129.63	\$85.37	\$13.27	\$259.24
1"	\$6.64	\$216.03	\$142.26	\$13.27	\$432.05
1.5"	\$6.64	\$432.05	\$284.52	\$13.27	\$864.12
2"	\$6.64	\$691.31	\$455.24	\$13.27	\$1,382.59
3"	\$6.64	\$1,296.18	\$853.57	\$13.27	\$2,592.37
4"	\$6.64	\$2,160.30	\$1,422.64	\$13.27	\$4,320.62
6"	\$6.64	\$4,320.62	\$2,845.29	\$13.27	\$8,641.22
8"	\$6.64	\$6,913.47	\$4,551.76	\$13.27	\$13,825.34
10"	\$6.64	\$9,938.11	\$6,543.16	\$13.27	\$19,873.93
12"	\$6.64	\$18,579.94	\$12,232.86	\$13.27	\$37,155.61

For a residential user with a second 3/4" meter on a single service line for water only irrigation service, the user shall be charged a single water demand and capital charge for a 3/4" meter as a separate/additional metered service on a year round basis.

The demand charge for multiple residential units served by a single water meter shall be based on actual meter size provided the meter meets the minimum size requirement. See table in WATER AND SEWER CONNECTION CHARGE POLICIES.

B. SEWER SERVICE

QUARTERLY SEWER SERVICE CHARGES CONSIST OF:

$$\begin{array}{r}
 \text{Sewer Usage Charge – charged per meter unit} \\
 + \text{ Sewer Demand Charge – based on water meter size} \\
 \hline
 \text{TOTAL QUARTERLY SEWER SERVICE CHARGES}
 \end{array}$$

or

For residential customers without metered water service,
the quarterly sewer charge shall be the following per residential unit:

**Quarterly sewer service charge –
No water**

2025-26	\$203.21
2026-27	\$256.05
2027-28	\$322.62
2028-29	\$335.53
2029-30	\$348.95

Consult the chart below from the appropriate fiscal year to determine applicable charges for Sewer Service charges based on water meter size:

SEWER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026		
Meter Size	Usage	Demand
5/8"	\$6.43	\$53.21
3/4"	\$6.43	\$79.82
1"	\$6.43	\$133.03
1.5"	\$6.43	\$266.05
2"	\$6.43	\$425.68
3"	\$6.43	\$798.15
4"	\$6.43	\$1,330.25
6"	\$6.43	\$2,660.49
8"	\$6.43	\$4,256.78
10"	\$6.43	\$6,119.13
12"	\$6.43	\$11,440.11

SEWER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027		
Meter Size	Usage	Demand
5/8"	\$8.10	\$67.04
3/4"	\$8.10	\$100.57
1"	\$8.10	\$167.62
1.5"	\$8.10	\$335.22
2"	\$8.10	\$536.35
3"	\$8.10	\$1,005.67
4"	\$8.10	\$1,676.11
6"	\$8.10	\$3,352.22
8"	\$8.10	\$5,363.55
10"	\$8.10	\$7,710.10
12"	\$8.10	\$14,414.53

SEWER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2027 - JUNE 30, 2028		
Meter Size	Usage	Demand
5/8"	\$10.20	\$84.48
3/4"	\$10.20	\$126.72
1"	\$10.20	\$211.20
1.5"	\$10.20	\$422.38
2"	\$10.20	\$675.81
3"	\$10.20	\$1,267.14
4"	\$10.20	\$2,111.90
6"	\$10.20	\$4,223.79
8"	\$10.20	\$6,758.07
10"	\$10.20	\$9,714.73
12"	\$10.20	\$18,162.31

SEWER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2028 - JUNE 30, 2029		
Meter Size	Usage	Demand
5/8"	\$10.61	\$87.85
3/4"	\$10.61	\$131.79
1"	\$10.61	\$219.65
1.5"	\$10.61	\$439.27
2"	\$10.61	\$702.84
3"	\$10.61	\$1,317.82
4"	\$10.61	\$2,196.37
6"	\$10.61	\$4,392.75
8"	\$10.61	\$7,028.39
10"	\$10.61	\$10,103.32
12"	\$10.61	\$18,888.81

SEWER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2029 - JUNE 30, 2030		
Meter Size	Usage	Demand
5/8"	\$11.03	\$91.37
3/4"	\$11.03	\$137.06
1"	\$11.03	\$228.43
1.5"	\$11.03	\$456.85
2"	\$11.03	\$730.95
3"	\$11.03	\$1,370.54
4"	\$11.03	\$2,284.23
6"	\$11.03	\$4,568.46
8"	\$11.03	\$7,309.53
10"	\$11.03	\$10,507.45
12"	\$11.03	\$19,644.36

C. FIRE PROTECTION SERVICE

Consult the chart below from the current fiscal year to determine appropriate Quarterly Water Charge for Sprinkler Service:

SPRINKLER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026			
Riser Size	In Town Demand	In Town Capital	Out of Town Demand
3	\$53.94	\$35.51	\$107.87
4	\$80.91	\$53.28	\$161.81
6	\$133.60	\$88.80	\$269.68
8	\$269.68	\$177.59	\$539.36
10	\$431.50	\$284.15	\$862.98

SPRINKLER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027			
Riser Size	In Town Demand	In Town Capital	Out of Town Demand
3	\$66.89	\$44.04	\$133.76
4	\$100.33	\$66.07	\$200.64
6	\$165.66	\$110.11	\$334.40
8	\$334.40	\$220.22	\$668.81
10	\$535.05	\$352.34	\$1,070.09

SPRINKLER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2027 - JUNE 30, 2028			
Riser Size	In Town Demand	In Town Capital	Out of Town Demand
3	\$74.91	\$49.32	\$149.81
4	\$112.37	\$74.00	\$224.72
6	\$185.54	\$123.32	\$374.52
8	\$374.52	\$246.64	\$749.07
10	\$599.26	\$394.62	\$1,198.50

SPRINKLER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2028 - JUNE 30, 2029			
Riser Size	In Town Demand	In Town Capital	Out of Town Demand
3	\$83.90	\$55.24	\$167.78
4	\$125.85	\$82.88	\$251.68
6	\$207.81	\$138.12	\$419.47
8	\$419.47	\$276.24	\$838.96
10	\$671.17	\$441.98	\$1,342.32

SPRINKLER SERVICE CHARGES FOR FISCAL YEAR JULY 1, 2029 - JUNE 30, 2030			
Riser Size	In Town Demand	In Town Capital	Out of Town Demand
3	\$86.42	\$56.90	\$172.82
4	\$129.63	\$85.37	\$259.24
6	\$214.04	\$142.26	\$432.05
8	\$432.05	\$284.52	\$864.12
10	\$691.31	\$455.24	\$1,382.59

II. HYDRANT RENTAL CHARGES

Hydrants located outside the City of Owosso and private hydrants maintained by the City of Owosso shall be subject to an annual hydrant rental charge of \$170.00.

III. BULK WATER CHARGES

For users with an active city water service connection, bulk water delivered by the city from hydrants or other approved outlets for such purposes as pool filling, shall be charged at the standard metered usage rate given in Section I. above along with actual labor and equipment costs with a minimum charge of \$120.00.

Other bulk water sales, such as filling tank trucks, shall be charged at the rate of \$24.00 per thousand gallons with a \$120.00 minimum charge, which includes up to 5,000 gallons, if during the normal workday at an established city delivery point. After hours bulk water sales and/or sales at other than established city delivery points, shall be charged at the rate of \$24.00 per thousand gallons plus actual labor and equipment costs.

For customers who do not prepay a \$100 service charge shall apply for invoicing.

(Note: These charges do not apply to water supplied for fire fighting).

**IV. INCREMENTAL WATER AND SEWER USAGE CHARGES FOR BILLING
ADJUSTMENTS RELATED TO PLUMBING LEAKS**

The incremental water and sewer usage charges shall be 50% of the normal usage charge. These incremental usage rates are for the purpose of making adjustments to significantly high bills attributable to plumbing leaks and may be applied in accordance with Guidelines separately approved by the Owosso City Council.

V. EXTRA STRENGTH WASTEWATER SURCHARGES

Extra strength wastewater surcharges shall apply to those users of the City wastewater treatment system approved for the discharge of extra strength wastewater in accordance with Section 34-170. of the Owosso City Code. The surcharge rate shall be applied to loadings in excess of the base or normal strength loading.

EXTRA STRENGTH WASTEWATER SURCHARGE SCHEDULE

<u>PARAMETER</u>	<u>BASE</u>	<u>SURCHARGE</u>
BOD-5	220 MG/L	\$0.24/pound in excess of base
TSS	300 MG/L	\$0.38/pound in excess of base
TP	10 MG/L	\$3.16/pound in excess of base
NH3-N	20 MG/L	\$1.69/pound in excess of base

(Note: BOD-5 = Biochemical Oxygen Demand; TSS = Total Suspended Solids; TP = Total Phosphorous; NH3-N = Ammonia Nitrogen; MG/L = Milligrams per Liter)."

I hereby certify that the foregoing document is a true and complete copy of a resolution authorized by the Owosso City Council at the regular meeting of May 7, 2025.


Amy K. Kirkland, City Clerk





MEMORANDUM

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

DATE: April 6, 2026

TO: Mayor Teich and the Owosso City Council

FROM: Tanya Buckelew, Community Development Director

SUBJECT: Michigan State Housing Development Authority (MSHDA) and Community Development Block Grant (CDBG) Public Hearing

RECOMMENDATION:

Staff recommends setting a public hearing for Monday, April 20, 2026 at 6:30 p.m. during the regular City Council meeting. This is a compliance requirement to be eligible for the program and to receive a grant agreement.

The purpose of the hearing is to inform citizens of the proposed objectives, activities, locations and amounts to be used for each activity.

BACKGROUND:

- The City applied for and has been awarded a CDBG Grant for \$1,475,000 (City match is not required). This includes reimbursements of administrative costs.
- This Homeowner Rehabilitation (HMR) grant will be used for interior and exterior renovations to single-family homes (i.e. roofing, siding, windows, furnace, water heater, electrical updates) that will benefit low- to moderate- income households.
- Each household can receive up to \$40,000 for improvements.

FISCAL IMPACTS:

Minimal impact on the budget as the City will be reimbursed for the time spent on this grant. We will track the time for City employees that assist with the program.

Master Plan Implementation Goals: 1.1, 1.9, 1.13, 6.6

RESOLUTION NO.

**SETTING A PUBLIC HEARING TO RECEIVE CITIZEN COMMENTS REGARDING
THE CITY OF OWOSSO CDBG HOUSING IMPROVEMENT PROGRAM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has received a CDBG grant to assist single family homeowners with interior and exterior improvements to their homes; and

WHEREAS, the CDBG program requires a public hearing to receive citizen comment regarding the objectives of the grant, permitted activities, eligible locations, and the amounts allocated to each activity.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that a public hearing is set for Monday, April 20, 2026 at 6:30 p.m. in the City Hall Council Chambers to receive citizen comment regarding the City's CDBG Housing Improvement Program.

**CITY OF OWOSSO
NOTICE OF PUBLIC HEARING
FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FUNDING FOR THE 2027-2028 HOUSING REHABILITATION GRANT PROGRAM**

The City of Owosso will conduct a public hearing on Monday, April 20, 2026 at 6:30 p.m. in the Council Chambers of Owosso City Hall at 301 West Main Street, Owosso, Michigan for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

The City of Owosso proposes to use CDBG grant funds in the amount of \$1,475,000 for interior and exterior renovations to thirty-two (32) single-family homes (located within the city limits of Owosso) with health and safety concerns and maintenance issues. A City match is not required nor will there be leveraged funds.

The Homeowner Rehabilitation (HMR) grant includes interior and exterior home improvements to meet code requirements, such as roof replacement, windows, plumbing, electrical, mechanical and insulation. Up to \$40,000 maximum in repairs is allowed for each home. This grant also includes an 18% reimbursement of administrative costs. All activities, upon completion, will benefit low- to moderate- income households. Zero persons are anticipated to be displaced by the proposed activities. The proposed activities will be considered as a minimal disruption in the home environment during the renovation period.

The City of Owosso has previously received \$2,885,100 in CDBG funds and is currently in the process of rehabilitation to 52 homes for 2026, 2027 and 2028 and rehabilitation to 5 units for the Citizens Loft project.

Further information, including a copy of the City of Owosso's Master Plan and CDBG application is available for review. To inspect the documents, please contact Tanya Buckelew, Community Development Director at 989-725-0540 or in person at the Owosso City Hall Building Department, Monday through Friday between 9 am and 5 pm. Comments may be submitted in writing through April 17, 2026 or made in person at the public hearing.

The proposed submittal date of the CDBG application is April 21, 2026.

Citizen views and comments on the proposed application are welcome.

City of Owosso
Tanya Buckelew, Community Development Director
989-725-0540



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

MEMORANDUM

DATE: March 2, 2026
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order #1554

The Shi-Tri will be the 6th annual, requesting parking lot usage for bike staging and transition area as well as street closure for bike and run routes to allow for safety of participants.

LOCATION:

Lot usage for lot #10 (NCG/RIVER) from 8AM on 5/16 - 12PM on 5/17. Street Closure on 5/17/26 only from 7am until 12 pm. Water and Washington Street prior to Jerome Street intersection. All streets leading to Jerome from Washington to Oakwood with consideration for special blockage around baseball area. A closure of Howell Street and Corunna Avenue prior to their intersections with Washington Street. Closure of Washington Street just South of Monroe Ave. Closure of all streets prior to their intersection with Monroe, between Washington and Gould, including a closure of Gould at Monroe.

DATE:

May 16 & 17, 2026

TIME:

7:00 am – 12:00 pm

The Public Safety Department has issued Traffic Control Order #1554 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommend approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1554	3/2/2026	11:00 AM

REQUESTED BY
Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL
Requesting road closure for their annual triathlon event.

LOCATION OF CONTROL

Lot usage for lot #10 (NCG/RIVER) from 8AM on 5/16 - 12PM on 5/17. Street Closure on 5/17/26 only from 7am until 12 pm. Water and Washington Street prior to Jerome Street intersection. All streets leading to Jerome from Washington to Oakwood with consideration for special blockage around baseball area. A closure of Howell Street and Corunna Avenue prior to their intersections with Washington Street. Closure of Washington Street just South of Monroe Ave. Closure of al streets prior to their intersection with Monroe, between Washington and Gould, including a closure of Gould at Monroe.

EVENT:

The Shia-Tri
May 16 & 17, 2026
7:00 am – 12:00 pm

APPROVED BY COUNCIL

_____, 20____

REMARKS



APPLICATION FOR USE OF CITY STREETS & PARKING LOTS FOR SPECIAL EVENTS

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

This application, plus all required documentation and fees shall be submitted to the Public Safety Department at least thirty (30) days and not more than one hundred twenty (120) days prior to the first day of the requested event, with 2 exceptions:

- 1. Applicants requiring the issuance of a conditional use permit as required by Sec. 38-504(4)(b), shall submit a complete application at least ninety (90) days prior to the event.
2. Applicants requesting the use of a state trunkline shall submit a complete application at least forty-five (45) days prior to the event.

Event Name: The Shi-Tri

Applicant Name: Fitness Coliseum (Individual or Group Name) Date: 02/17/26

Primary Contact: Brianna Marrah Title: Race Director

Address: 1620 gregory St

Phone: 989-413-3994 Email: shiawasseetri@gmail.com

Requested Date(s): May 16th/17th, 2026 Requested Hours: Parking Lot: 8am on 17th-12pm on 18th. Roads: 7am - 12pm on 18th only (Including set-up and clean-up)

Area Requested (Parking Lot - Parade Route): Lot Use: City Lot #10 (NCG/River) from 8am 5/16 - 12 pm 5/17). Street closure, 5/17/25 only, from 7am-12pm. Water & Washington St prior to Jerome intersection. All streets leading to Jerome, from Washington to Oakwood, with consideration for special blockage around baseball area.

A closure of Howard St & Corunna Ave prior to their intersections with Washington St. Closure of Washington St just South of Monroe Ave & Closure of all streets prior to their interstion with Monroe, between Washington & Gould, including a closure of Gould at Monroe.

Detailed description of the use for which the request is made: We are hosting the 6th Annual Shi-Tri on Sunday, May 17th. Parking lot used for bike staging and transition area, as well as participant parking. Streets closed for bike and run route safety.

Please attach the following items and mark the corresponding checkbox indicating their inclusion. See back for detailed descriptions of each item:

- [x] Executed Hold Harmless Agreement
[x] Map of the Event Area with Event location highlighted
[x] Rules or policies applicable to persons participating in proposed event
[x] Proof of Insurance

or

- [] Request for Insurance Waiver
[x] Application Fee

Continued on back...

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT. In consideration of the granting of permission by the City of Owosso to the Applicant for the use of facilities set forth above, Applicant shall indemnify, defend and hold harmless the City of Owosso, their officials, employees, agents, professionals and volunteers, collectively ("CITY") from and against any and all claims, losses, penalties, damages, settlements, costs, charges, professional fees (including attorneys' fees and related costs) and/or other expenses or liabilities of any nature whatsoever including, without limitation, the investigation and defense of any claims, arising out of or resulting from the conduct of the activities for which this application is made, and for the use of the facilities and any other facilities which are employed by the Applicant, or their guests, during the period for which the facilities requested are used, provided that any such claim, damage, loss, or expense (a) is attributable to bodily injury, sickness, disease or death, or to injury or to destruction of tangible property including the loss of the use resulting there from, and (b) is caused in whole or in part by any negligent act or omission of the Applicant, or anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether it is caused in part by a party indemnified hereunder.

The Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct. Applicant agrees to observe all City ordinances, laws and/or conditions imposed.

Applicant Signature: Brianna Marrah Digitally signed by Brianna Marrah
Date: 2023.02.12 11:57:44 -0500 Date: 02/17/26

Information Regarding Required Documents

Map of the Event Area – Map showing the general area where the event will be located. The exact event location /event route must be highlighted and the locations requiring barricades for the requested street/lot closure must be clearly marked.

Rules or policies - Rules and policies applicable to events and activities organized in such a manner as to constitute an invitation to members of the general public to participate in the event or activity shall comply with all applicable local, state and federal laws and regulations and shall include, at a minimum, a process for appealing decisions that have the effect of denying participation or imposing limitations on participation beyond those generally applicable to all other participants.

Proof of Insurance – A Certificate of Insurance and Endorsement acceptable to the City evidencing General Liability insurance for the event in the minimum amount of \$1,000,000 per occurrence. Coverage shall be endorsed to name the City of Owosso as additional insured and be primary and non-contributory to any other insurance the City has.

or

Request for Insurance Waiver - The City Council may waive the insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose. Check box if you are requesting waiver of insurance.

Applicants must indicate whether they are providing proof of insurance or requesting an insurance waiver. Request for a waiver in no way guarantees a waiver will be granted.

Application Fee – Fee set by resolution of City Council to offset a portion of the costs related to the processing of special events applications.

- \$30 Application (30-120 days prior to 1st day of event) Additional: _____
- \$50 Additional MDOT Closure (M-21, M-71, M-52) Additional: _____
- \$15 Additional-Expedited Fee (14-29 days prior to 1st day of event) Additional: _____

\$ 80 **Total Due at Time of Application. Please make check payable to: City of Owosso.**

.....
Do Not Write Below This Line - For Officials Use Only

Approved Not Approved Date: _____ Traffic Control Order Number _____

Copy of Rules & Regulations provided to Applicant

Cc: DDA – Director; WCIA – Chairperson

Huron Route Blockage



Winn Wants Blockade

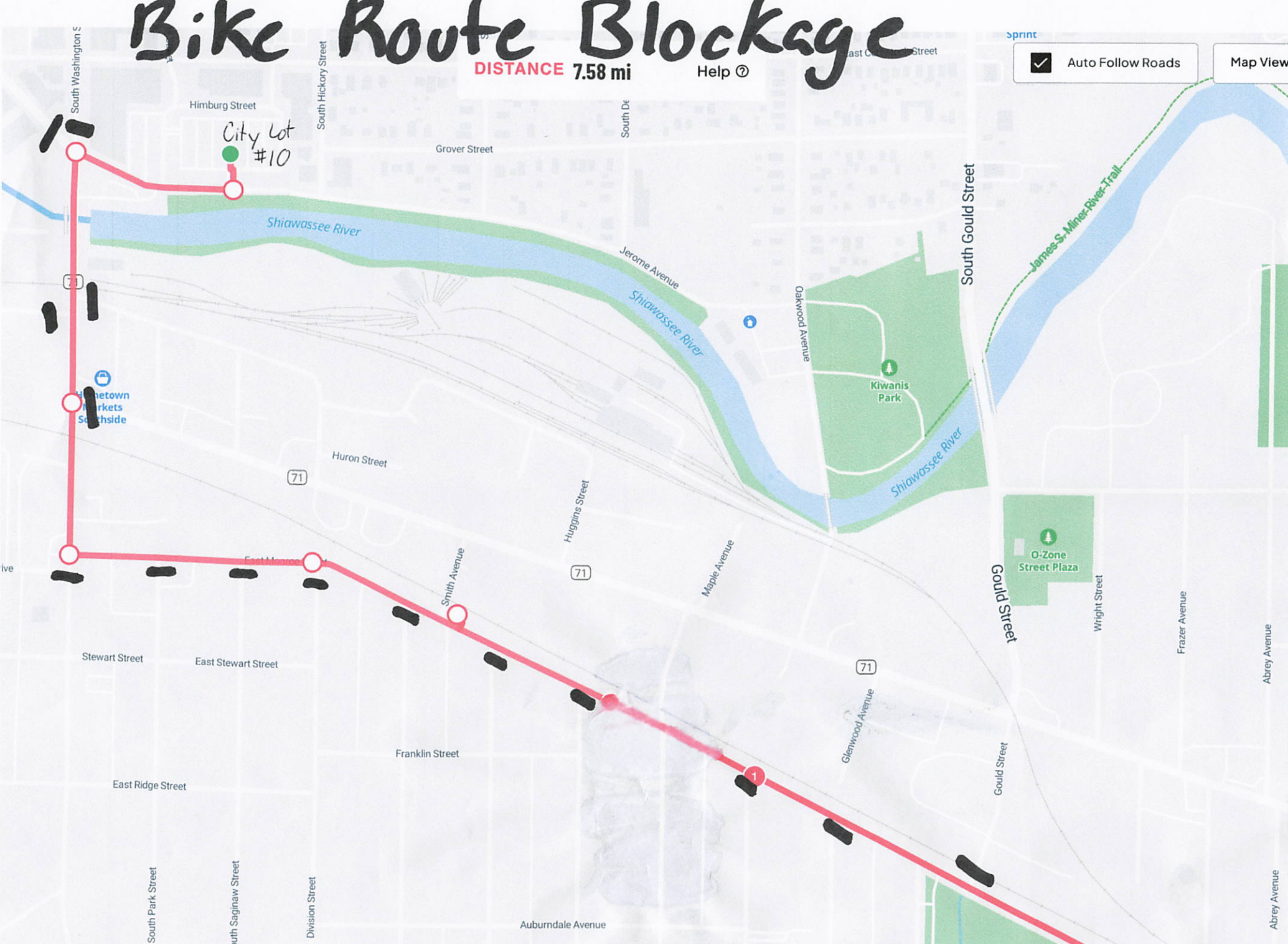


Bike Route Blockage

DISTANCE 7.58 mi

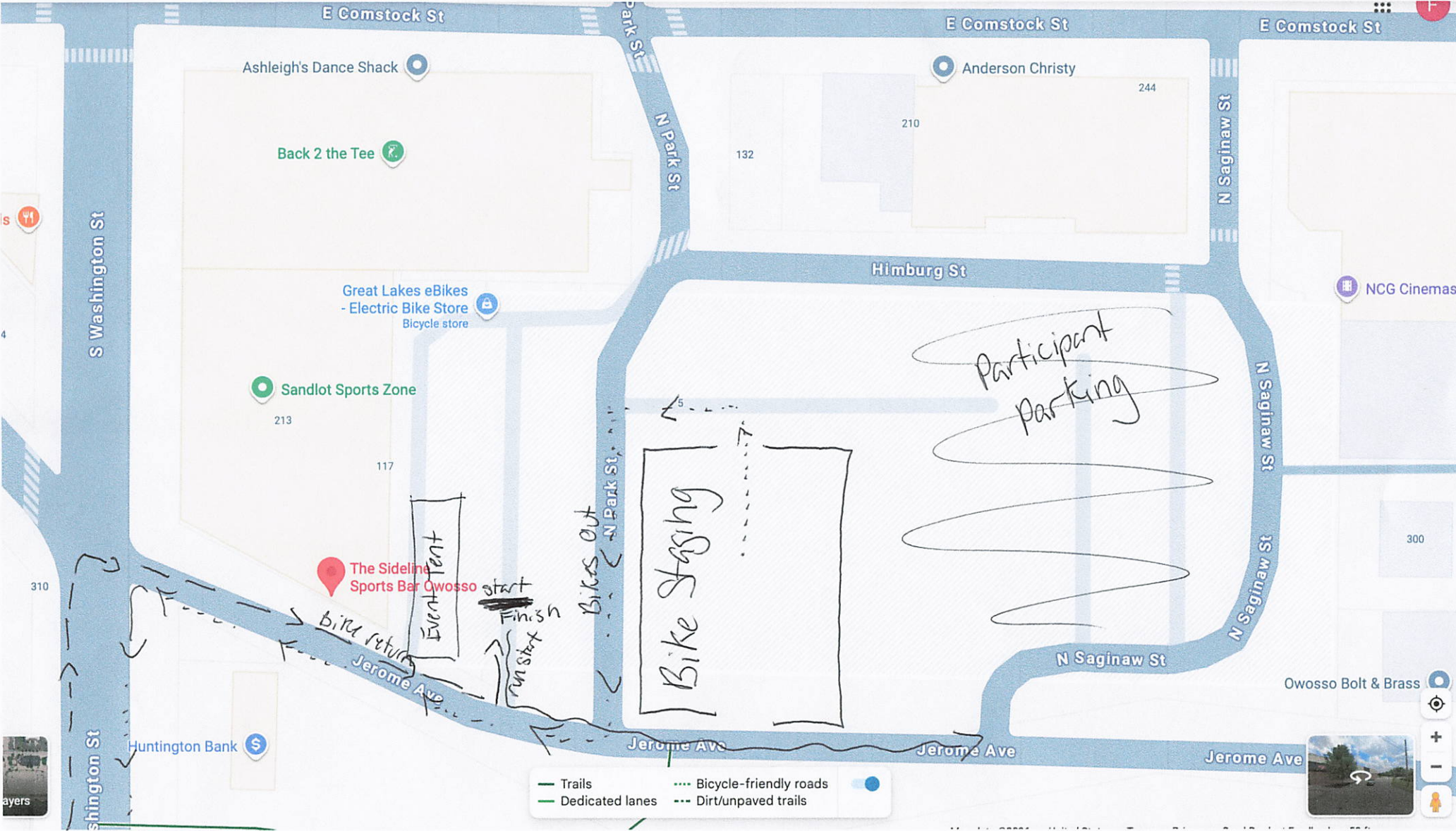
Help ?

Auto Follow Roads Map View



Bike Route Blocked





Ashleigh's Dance Shack

Anderson Christy

Back 2 the Tee

Great Lakes eBikes
- Electric Bike Store
Bicycle store

Sandlot Sports Zone

The Sideline Sports Bar Owosso

NCG Cinemas

Owosso Bolt & Brass

- Trails
- Dedicated lanes
- Bicycle-friendly roads
- Dirt/unpaved trails

Participant parking

Bike Staging

Event tent

Bikes out

start
finish
run start

Bike return

Jerome Ave

Jerome Ave

Jerome Ave

Jerome Ave

E Comstock St

E Comstock St

E Comstock St

N Park St

N Saginaw St

Himburg St

N Saginaw St

N Saginaw St

N Saginaw St

S Washington St

Washington St

layers



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/26/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
THE COLONIAL GROUP, A DIVISION OF HULL & COMPANY, LLC
5506 West Friendly Ave, Suite 200
Greensboro, NC 27410

CONTACT NAME

PHONE (A/C No, Ext):

FAX (A/C No):

EMAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED
BRIANNA LEIGH LLC
FITNESS COLISEUM
210 S. WATER STREET
OWOSSO, MI 48867

INSURER A: United States Liability Insurance Company

25895

INSUREB B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		SE 1183777	05/17/2026	05/19/2026	EACH OCCURRENCE \$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$1,000
							PERSONAL & ADV INJURY \$1,000,000
							GENERAL AGGREGATE \$2,000,000
	GENTL AGGREGATE LIMIT APPLIES PER:						PRODUCTS-COMP/OP AGG See L-535
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR					AGGREGATE \$
		<input type="checkbox"/> CLAIMS-MADE					\$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI)	Y/N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE-EA EMPLOYEE \$
							E.L. DISEASE-POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (See attached Acord 101 for additional liability limits)

See next page - Description of Operations on Acord 101.

CERTIFICATE HOLDER

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

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS

AUTHORIZED REPRESENTATIVE



ADDITIONAL REMARKS SCHEDULE

AGENCY THE COLONIAL GROUP, A DIVISION OF HULL & COMPANY, LLC		INSURED BRIANNA LEIGH LLC FITNESS COLISEUM 210 S. WATER STREET OWOSSO, MI 48867
POLICY NUMBER SE 1183777		
CARRIER United States Liability Insurance Company	NAIC CODE 25895	EFFECTIVE DATE: 5/17/2026

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

COVERAGE PART	LIMITS
Commercial Liability	
Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit (Any One Person/Organization)	\$1,000,000
Medical Expense Limit (Any One Person)	\$1,000
Damages To Premises Rented To You (Any One Premises)	\$100,000
Products/Completed Operations Aggregate Limit	See L-535
General Aggregate Limit	\$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES

City of Owosso is an additional insured per L 560 (11-10) City of Corunna is an additional insured per L 560 (11-10) City of Owosso is an additional insured per L 776 (07-12) City of Owosso is an additional insured per CG 20 26 04 13L-820 12/18 Special Events Blanket Additional Insured Endorsement is part of this policy.L-820 12/18 Special Events Blanket Additional Insured Endorsement is part of this policy.

The Shi Tri - Shiawassee River Triathlon Release of Liability Agreement

To participate in The Shiawassee River Triathlon (alternatively "The Shi Tri" or "the event"), you must read, complete and sign this form. Participants under the age of 18 must have permission from a guardian over the age of 18.

Release

In consideration of participating in The Shi Tri I hereby agree to release and discharge from liability, The Shi Tri, and all of its' organizing parties and sponsors, (Fitness Coliseum, Friends of The Shiawassee River, all associated sponsors, the State of Michigan, Shiawassee County, Caledonia Township, The City of Owosso & The City of Corunna), all owners, directors, employees, volunteers, participants, and all other persons or entities acting for them (hereinafter collectively referred to as "Releasees").

1. My participation in the Shi Tri is voluntary and subjects me to the possibility of physical injury and loss of or damage to my property. Risks include, but are not limited to, drowning; accidents involving bicycles/water vessels; medical conditions resulting from physical activity; and damaged clothing or other property. I acknowledge that these risks cannot be eliminated, despite the use of safety equipment, without jeopardizing the essential qualities of the event.

2. I acknowledge that participation in The Shi Tri involves activities in and around water by participating in this event. I understand every time I leave shore in a small boat, I am a potential drowning victim. In addition there is the possibility of injury from many things, including unseen obstacles, weather, currents, waves, insects and other boats. Human powered watercraft requires physical effort which can at times be heavy, including lifting, pulling and possibly prolonged exertion in adverse conditions.

3. COVID-19: I agree that I am personally responsible for my safety and actions while volunteering or participating in the Shiawassee Triathlon (Shi-Tri) being hosted by Fitness Colosseum and Friends of the Shiawassee River. Because the Shi-Tri event is open to other individuals, I recognize that I am at higher risk of contracting COVID-19. With full awareness and appreciation of the risks involved, I, for myself and on behalf of my family, executors, administrators, assigns, and personal representatives, hereby forever release, waive, discharge, and covenant not to sue the Friends of the Shiawassee River and/or Fitness Colosseum from any and all liability, claims, demands, actions, and causes of action whatsoever, directly or indirectly arising out of or related to any loss, damage, or injury, including death, that may be sustained by me related to COVID-19 whether or not caused by the negligence of the Friends of the Shiawassee River and/or Fitness Colosseum, while participating in any activity while in, on, or around the Shi-Tri event.

4. As between each of the Releasees and me, I will be solely responsible for any and all medical and related bills that I may incur because of any injury, as well as costs related to loss or damage to my property, that I may sustain as a result of my participation in the Event, including those sustained on the premises where the Event is conducted and while I am traveling to and from such premises, regardless of the location or mode of transportation.

Rules

5. I agree to abide by all of the rules and regulations of the Shi Tri as a condition of my participation. I specifically agree to carry or wear a life jacket and, if not wearing it, to keep it

accessible to me at all times while on the water. I agree to wear a bicycle helmet the entire time I am on my bike, during the course of The Shi Tri. I understand that if I do not have a life jacket and bicycle helmet, I will not be allowed to participate in the event. I further agree not to consume alcohol, marijuana, or any other mind-altering substance while participating in or immediately prior to The Shi Tri.

6. I expressly accept and assume all of the risks inherent in participation in The Shi Tri or that might have been caused by the negligence of the Releasees. My participation in the activity is purely voluntary and I elect to participate despite the risks. In addition, if at any time I believe that event conditions are unsafe or that I am unable to participate due to physical or medical conditions, then I will immediately discontinue participation.

7. I hereby voluntarily release, forever discharge, and agree to indemnify and hold harmless Releasees from any and all claims, demands, or causes of action which are in any way connected with my participation in The Shi Tri, or my use of the equipment or facilities. This Agreement shall be binding on my estate, heirs, executors, administrators, successors, and assigns, as well as any other party asserting a Claim on my behalf or on behalf of my estate.

8. I hereby expressly agree that (1) this Agreement shall be governed and construed according to the laws of the state of Michigan without regard to its conflict of laws provisions and (2) any action or proceeding concerning any Claim or the meaning or effect of any provision of the Agreement shall be conducted only in the state courts located in Shiawassee County, Michigan, or the federal courts for the Eastern District of Michigan and that for such purposes, I expressly submit to the jurisdiction of such courts.

9. I hereby grant The Shi Tri and its organizers permission to use my likeness in a photograph, video, or other digital media ("photo") in any and all of its publications, including web-based publications, without payment or other consideration. I understand and agree that all photos will become the property of The Shi Tri and its organizers and will not be returned. I hereby irrevocably authorize The Shi Tri & its organizers to edit, alter, copy, exhibit, publish, or distribute these photos for any lawful purpose. In addition, I waive any right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photo.

10. I agree that if any portion of this agreement is found to be void or unenforceable the remaining portions shall remain in full force and effect.



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

MEMORANDUM

DATE: March 17, 2026

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order #1555 – Exchange Street closure

Heiler Excavating LLC requested the closure of Exchange St and parking spaces near 117 W Exchange St. to demolish the structure at 117 Exchange Street. This closure will be effective at 7:00 am on April 1, 2026 – 7:00 pm on May 1, 2026.

LOCATION:

Roadway in front of 117 W Exchange Street as well as parking spaces.

DATE:

April 1, 2026 - May 1, 2026

TIME:

7:00 am – 7:00 pm

The Public Safety Department has issued Traffic Control Order #1555 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommend approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1555	3/17/2026	8:00 AM

REQUESTED BY
Kevin Lenkart – Director of Public Safety

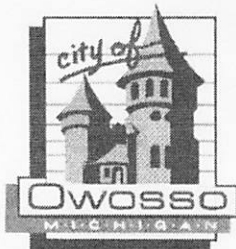
TYPE OF CONTROL
Requesting road closure for demolition of 117 W. Exchange Street.

LOCATION OF CONTROL
West Exchange Street between Washington St. and Ball St. and the parking spaces in front of 117W. Exchange.

EVENT:
Demolition of 117 W. Exchange Street
April 1, 2026 - May 1, 2026
7:00 am – 7:00 pm

APPROVED BY COUNCIL
_____, 20 ____

REMARKS



APPLICATION FOR USE OF CITY STREETS & PARKING LOTS FOR SPECIAL EVENTS

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

This application, plus all required documentation and fees shall be submitted to the Public Safety Department at least thirty (30) days and not more than one hundred twenty (120) days prior to the first day of the requested event, with 2 exceptions:

- 1. Applicants requiring the issuance of a conditional use permit as required by Sec. 38-504(4)(b), shall submit a complete application at least ninety (90) days prior to the event.
2. Applicants requesting the use of a state trunkline shall submit a complete application at least forty-five (45) days prior to the event.

Event Name: 117 W. Exchange St. Demo

Applicant Name: HEILER EXCAVATING LLC Date: 3-15-26

Primary Contact: Leo Heiler Jr Title:

Address: 11158 W. Cutler Rd. Eagle, MI 48822

Phone: 517-449-1351 Email: heilerranch@aol.com

Requested Date(s): 4-1-26 - 5-1-26 Requested Hours: 7AM - 7pm

Area Requested (Parking Lot - Parade Route): Exchange St. + Parking spaces

Detailed description of the use for which the request is made: Demolition of 117 W. Exchange St.


Please attach the following items and mark the corresponding checkbox indicating their inclusion. See back for detailed descriptions of each item:

- Executed Hold Harmless Agreement
Map of the Event Area with Event location highlighted
Rules or policies applicable to persons participating in proposed event
Proof of Insurance
Request for Insurance Waiver
Application Fee

Continued on back...

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT. In consideration of the granting of permission by the City of Owosso to the Applicant for the use of facilities set forth above, Applicant shall indemnify, defend and hold harmless the City of Owosso, their officials, employees, agents, professionals and volunteers, collectively ("CITY") from and against any and all claims, losses, penalties, damages, settlements, costs, charges, professional fees (including attorneys' fees and related costs) and/or other expenses or liabilities of any nature whatsoever including, without limitation, the investigation and defense of any claims, arising out of or resulting from the conduct of the activities for which this application is made, and for the use of the facilities and any other facilities which are employed by the Applicant, or their guests, during the period for which the facilities requested are used, provided that any such claim, damage, loss, or expense (a) is attributable to bodily injury, sickness, disease or death, or to injury or to destruction of tangible property including the loss of the use resulting there from, and (b) is caused in whole or in part by any negligent act or omission of the Applicant, or anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether it is caused in part by a party indemnified hereunder.

The Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct. Applicant agrees to observe all City ordinances, laws and/or conditions imposed.

Applicant Signature:  Date: 3-15-26

Information Regarding Required Documents

Map of the Event Area - Map showing the general area where the event will be located. The exact event location /event route must be highlighted and the locations requiring barricades for the requested street/lot closure must be clearly marked.

Rules or policies - Rules and policies applicable to events and activities organized in such a manner as to constitute an invitation to members of the general public to participate in the event or activity shall comply with all applicable local, state and federal laws and regulations and shall include, at a minimum, a process for appealing decisions that have the effect of denying participation or imposing limitations on participation beyond those generally applicable to all other participants.

Proof of Insurance - A Certificate of Insurance and Endorsement acceptable to the City evidencing General Liability insurance for the event in the minimum amount of \$1,000,000 per occurrence. Coverage shall be endorsed to name the City of Owosso as additional insured and be primary and non-contributory to any other insurance the City has.

or

Request for Insurance Waiver - The City Council may waive the insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose. Check box if you are requesting waiver of insurance.

Applicants must indicate whether they are providing proof of insurance or requesting an insurance waiver. Request for a waiver in no way guarantees a waiver will be granted.

Application Fee - Fee set by resolution of City Council to offset a portion of the costs related to the processing of special events applications.

- \$30 Application (30-120 days prior to 1st day of event) Additional: _____
- \$50 Additional MDOT Closure (M-21, M-71, M-52) Additional: _____
- \$15 Additional-Expedited Fee (14-29 days prior to 1st day of event) Additional: _____

\$ 45.00 Total Due at Time of Application. Please make check payable to: City of Owosso.

Do Not Write Below This Line - For Officials Use Only

Approved Not Approved Date: _____ Traffic Control Order Number _____

Copy of Rules & Regulations provided to Applicant

Cc: DDA - Director; WCIA - Chairperson



Imagery ©2026 Airbus, Maxar Technologies, Map data ©2026 50 ft

Construction Fence For
117 W. Exchange St.



MEMORANDUM

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

DATE: March 25, 2026

TO: Mayor Teich and the Owosso City Council

FROM: Jessica Ugnanst, HR / IT Director

SUBJECT: Acceptance of FY2024 State and Local Cybersecurity Grant Program (SLCGP) – Advanced Backup Solutions

RECOMMENDATION:

Approve the resolution accepting the FY2024 State and Local Cybersecurity Grant Program (SLCGP) grant in the amount of \$22,960.00 for the implementation of Advanced Backup Solutions.

BACKGROUND:

The City of Owosso applied for funding through the Fiscal Year 2024 State and Local Cybersecurity Grant Program (SLCGP) administered by the Michigan Department of State Police, Emergency Management and Homeland Security Division.

The City has been awarded \$22,960.00 under this program for Project 1 – Advanced Backup Solutions. The grant period runs from January 22, 2026 through September 30, 2028.

This grant will allow the City to enhance its cybersecurity posture and resilience through the implementation of improved backup and recovery solutions designed to protect critical systems and data.

The grant agreement requires compliance with all applicable terms and conditions, including maintaining appropriate financial records and making them available for audit as required.

FISCAL IMPACTS:

The State of Michigan is providing the required 30% cost share for this grant. As a result, no local cost share is required from the City of Owosso. Grant funds and related expenditures will be recorded in the appropriate grant account in accordance with the City's financial procedures.

Attachments:

Resolution – Accepting FY2024 SLCGP Grant for Advanced Backup Solutions

RESOLUTION NO.

ACCEPTING A FISCAL YEAR 2024 STATE AND LOCAL CYBERSECURITY GRANT PROGRAM (SLCGP) GRANT FOR ADVANCED BACKUP SOLUTIONS

WHEREAS, the City of Owosso applied for funding through the Fiscal Year 2024 State and Local Cybersecurity Grant Program (SLCGP) administered by the Michigan Department of State Police, Emergency Management and Homeland Security Division; and

WHEREAS, the City of Owosso has been awarded \$22,960.00 under the FY 2024 State and Local Cybersecurity Grant Program for Project 1 – Advanced Backup Solutions; and

WHEREAS, the grant agreement provides that the approved grant period is January 22, 2026 through September 30, 2028; and

WHEREAS, the State of Michigan is providing the required 30% cost share, and therefore no local cost share is required of the City of Owosso under this grant award; and

WHEREAS, acceptance of this grant will assist the City of Owosso in improving its cybersecurity posture and resilience through the implementation of advanced backup solutions.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve the fiscal year 2024 State and Local Cybersecurity Grant Program grant for advanced backup solutions.

- SECOND: it hereby accepts the FY 2024 State and Local Cybersecurity Grant Program grant award in the amount of \$22,960.00 from the Michigan Department of State Police, Emergency Management and Homeland Security Division for the Advanced Backup Solutions project.

- THIRD: it agrees to comply with the terms and conditions of the grant agreement and to maintain satisfactory financial accounts, documents, and records, and to make them available to the appropriate state and federal agencies for auditing purposes as required.

- FOURTH: the Mayor and City Clerk are hereby authorized and instructed to sign the grant agreement substantially in the form presented, Jessica Unangst, Director of HR & Administrative Services, is authorized to sign the required certifications, and A. Todd Wyzynajty is designated as the Point of Contact for this grant.

- FIFTH: grant funds received and related expenditures shall be recorded in the appropriate grant account in accordance with the City's financial procedures.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Owosso City Council at a regular meeting held on the ____ day of _____, 2026.

Amy K. Kohagen, City Clerk



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

GRETCHEN WHITMER
GOVERNOR

COL. JAMES F. GRADY II
DIRECTOR

February 9, 2026

Dear State and Local Cybersecurity Grant Program Subrecipient:

Enclosed is the Fiscal Year (FY) 2024 State and Local Cybersecurity Grant Program (SLCGP) grant agreement package. Please return the required grant documentation listed on the enclosed ***Subrecipient Checklist*** to our office via the link provided below:

[*FY 2024 SLCGP Grant Agreement Submission*](#)

This grant agreement does not provide inclusive approval of all project items and activities. You must seek prior approval for all purchases or activities.

Reimbursement for expenditures will be determined on a case-by-case basis using the criteria established in the [*FY 2024 SLCGP Notice of Funding Opportunity*](#).

This grant agreement and all required attachments must be completed, signed, and returned **no later than April 9, 2026**. If this requirement is not met, this grant agreement will be invalid unless a prior written exception is provided by the Michigan State Police, Emergency Management and Homeland Security Division.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Sweeney'.

Kevin Sweeney, Captain
Commander
Emergency Management and Homeland Security Division

SUBRECIPIENT CHECKLIST

FY 2024 STATE AND LOCAL CYBERSECURITY GRANT PROGRAM (SLCGP) GRANT AGREEMENT

CFDA No: 97.137

Submit the following items to: [FY 2024 SLCGP Grant Agreement Submission](#)

SUBRECIPIENT WILL NOT BE REIMBURSED FOR FUNDS UNTIL ALL REQUIRED SIGNED DOCUMENTS ARE RECEIVED

- 1. Grant Agreement
 - 2. Subrecipient Risk Assessment Certification
 - 3. Standard Assurances
 - 4. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
 - 5. Audit Certification (EMHSD-053)
 - 6. Request for Taxpayer Identification Number and Certification (W-9)
 - 7. CISA Services Certification
-

POST REIMBURSEMENT REQUIREMENTS

Participate with Recipient in an on-site monitoring of financial documents. Also retain financial records, supporting documents, and all other records pertinent to the grant for at least three years after the grant is closed by the awarding federal agency. Be sure to comply with Single Audit requirements of Subpart F of 2 CFR 200. **If required, the Subrecipient submits an audit copy by email to: MSP-EMHSD-Audit@michigan.gov.**

**For GRANT AGREEMENT QUESTIONS, PLEASE CONTACT KIM RICHMOND
AT 517-204-0211 OR RICHMONDK@MICHIGAN.GOV**

Michigan State Police
Emergency Management
and
Homeland Security
Division



Grant Agreement

FEDERAL AWARD IDENTIFICATION

SUBRECIPIENT NAME	GRANT NAME	Assistance Listings Number
City of Owosso	State and Local Cybersecurity Grant Program	97.137
SUBRECIPIENT IRS/VENDOR NUMBER	FEDERAL AWARD IDENTIFICATION NUMBER (FAIN)	FEDERAL AWARD DATE
CV0047907	EMW-2024-CY-05018	12/13/2024
SUBRECIPIENT UEI	SUBAWARD PERFORMANCE PERIOD	FROM TO
XBCTLZ75MPZ1	BUDGET PERIOD	1/22/2026 9/30/2028
		1/22/2026 9/30/2028
RESEARCH & DEVELOPMENT	Funding	Total
N/A	Federal Funds Obligated by this Action	\$22,960.00
INDIRECT COST RATE	Total Federal Funds Obligated to Subrecipient	\$22,960.00
None on file	Total Amount of Federal Award	\$22,960.00
FEDERAL AWARD PROJECT DESCRIPTION		
2024 State and Local Cybersecurity Grant Program (SLCGP)		
DETAILS		
FY 2024 SLCGP funds for cybersecurity assessments. Funding requirements are found on page 2 (Section III) of the grant agreement.		
FEDERAL AWARDING AGENCY		PASS-THROUGH ENTITY (RECIPIENT) NAME
Federal Emergency Management Agency - GPD 400 C Street, SW, 3 rd Floor Washington, DC 20472-3645		Michigan State Police Emergency Management and Homeland Security Division PO Box 30634 Lansing, MI 48909

State of Michigan Fiscal Year 2024 State and Local Cybersecurity Grant Program Grant Agreement

January 22, 2026 to September 30, 2028

Assistance Listing Number: 97.137 Grant Number: EMW-2024-CY-05018

This Fiscal Year (FY) 2024 State and Local Cybersecurity Grant (SLCGP) grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) (hereinafter called the Recipient), and the

CITY OF OWOSSO
(hereinafter called the Subrecipient)

I. Purpose

The purpose of this grant agreement is to provide federal pass-through funds to the Subrecipient for the development of projects that align with the objectives of the SLCGP.

The goal of the SLCGP is to assist State, Local, and Tribal governments with managing and reducing systemic cyber risk. Allocation of funds must align with the approved cybersecurity plan, and one of the projects outlined in the approved Investment Justifications. The FY 2024 SLCGP focuses on the following program objectives:

- Objective 1: Develop and establish appropriate governance structures, including developing, implementing, or revising cybersecurity plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations.
- Objective 2: Understand their current cybersecurity posture and areas for improvement based on continuous testing, evaluation, and structured assessments.
- Objective 3: Implement security protections commensurate with risk.
- Objective 4: Ensure organization personnel are appropriately trained in cybersecurity, commensurate with responsibility.

For guidance on allowable costs and program activities, please refer to the *FY 2024 SLCGP Notice of Funding Opportunity* (NOFO) located at <http://www.fema.gov/grants>.

II. Statutory Authority

Funding for the FY 2024 SLCGP is authorized by Section 2220A of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296) (6 U.S.C. § 665g).

Appropriate Authority is authorized by Infrastructure Investments and Jobs Appropriations Act (Pub. L. No. 117-58).

The Subrecipient agrees to comply with all FY 2024 SLCGP requirements in accordance with the *FY 2024 SLCGP NOFO* located at <http://www.fema.gov/grants>, the U.S. Department of Homeland Security (DHS) Standard Administrative Terms and Conditions located at <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>, and the FY 2024 SLCGP Agreement Articles Applicable to Subrecipients. The *FY 2024 SLCGP Articles Applicable to Subrecipients* document is included for reference in the grant agreement packet.

The Subrecipient shall also comply with the most recent version of:

- A. 2 C.F.R., Part 200 of the Code of Federal Regulations (C.F.R.), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* located at <http://www.ecfr.gov>.
- B. Federal Emergency Management Agency (FEMA) Policy #108-02025
- C. -1 *Grant Programs Directorate Environmental Planning and Historic Preservation Policy Guidance*.

III. Award Amount and Restrictions

The **City of Owosso** is awarded \$22,960.00 under the FY 2024 SLCGP. The grant agreement shall be administered based on the Subrecipient’s policies and procedures, provided they conform to state and federal rules, laws, and/or regulations. Please note, no personnel costs are approved under this award. The table below outlines the approved projects and respective funding amounts.

Project Number	Project Area	Project Allocation
1	Advanced Backup Solutions	\$22,960.00

- A. The FY 2024 SLCGP has a 30% cost share (cash or in-kind) requirement, as authorized by the Infrastructure Investment and Jobs Appropriations Act. The State of Michigan is providing the 30% cost share for the subrecipient. There is no cost share requirement for the Subrecipient under the FY 2024 SLCGP.
- B. The FY 2024 SLCGP covers eligible costs from January 22, 2026, to September 30, 2028. The funds awarded in the grant agreement shall only be used to cover allowable costs that are incurred during the agreement period.
- C. The Subrecipient may only fund projects which directly support SLCGP objectives and were included in the approved FY 2024 SLCGP subrecipient application and the federal FY 2024 SLCGP Investment Justifications.
- D. Any proposed change to the scope of work provided in the approved grant project requires prior approval.
- E. Except as otherwise specifically set forth in this grant agreement, the Recipient (not the Subrecipient) shall make the final determination on how funds awarded under this grant agreement are allocated and/or spent.
- F. For any activities involving construction, demolition, ground disturbance, or installations of equipment, an Environmental and Historic Preservation (EHP) Review must be completed prior to any work being done. Some training and exercise activities that required any type of land, water, or vegetation disturbance or building of temporary structures or that are not located at facilities designated for training and exercises may require an EHP. **Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for federal funding.**

Subrecipients are prohibited from using SLCGP funds to construct, remodel, or perform alterations of buildings and other physical facilities. However, subrecipients may use SLCGP funding to perform minor modifications that do not substantially affect a building’s, or other physical facility’s, structure, layout, or systems. Reference the FEMA [Grant Programs Directorate Information Bulletins | FEMA.gov](#) No. 523 for additional information.

- G. In the event that the DHS determines that changes are necessary to the award document after an award has been made, including but not limited to, changes to period of performance or terms and conditions, Subrecipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Subrecipient acceptance of the changes to the award.

IV. Responsibilities of the Subrecipient

- A. **Grant funds must supplement, not supplant, state or local funds.** Federal funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits. Subrecipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
- B. The Subrecipient agrees to comply with all applicable federal and state regulations; the FY 2024 SLCGP NOFO, located at: www.fema.gov/grants; and the Agreement Articles Applicable to Subrecipients, included in the grant agreement package for reference.
- C. The Subrecipient shall not use FY 2024 SLCGP funds to generate program income.
- D. In addition to this grant agreement, the Subrecipient shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
 1. Subrecipient Risk Assessment Certification;
 2. Standard Assurances;
 3. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements;
 4. Audit Certification (EMHSD-053);
 5. Request for Taxpayer Identification Number and Certification (W-9);
 6. CISA Services Certification (EMHSD-075);
 7. Other documents that may be required by federal or state officials.
- E. The Subrecipient agrees to comply with all applicable federal and state regulations, including, but not limited to, the following:
 1. Make all purchases in accordance with federal, state, and local purchasing policies.
 2. The Subrecipient is required to submit reports to the Recipient on the status of all projects and funding. Reporting must follow the format and schedule specified by the Recipient.
 3. Submit projects to the Recipient in the format specified by the Recipient prior to starting a project. Individual solution area costs must also be submitted to the Recipient for alignment and allowability evaluation prior to starting a project. All grant expenditures must meet DHS and Recipient grant guidelines and must directly support one of the FY 2024 SLCGP Investments. Any project that proposes a change in scope of work during the grant performance period must be resubmitted to the Recipient for evaluation and approval. Any funds spent on a project prior to receiving Recipient approval may be ineligible for reimbursement.
 4. Create and maintain an inventory of all equipment purchases in accordance with 2 C.F.R., Part 200.313 located at <http://www.ecfr.gov>. **Within 30 days of the end of the Subrecipient's FY, the Subrecipient must supply a copy of this inventory to the Michigan State Police, Emergency Management and Homeland Security Division, Audit Unit, by email to m-sp-emhsc-audit@michigan.gov or by mail to: P.O. Box 30634, Lansing, Michigan 48909.** An Equipment Tracking Form is available to assist the Subrecipient in meeting these requirements.
 5. The Subrecipient agrees to prepare and submit reimbursement requests to the Recipient in a timely manner. Reimbursement requests must include all required supporting documentation, including proof of payment. **All reimbursement requests must be submitted to the Recipient no later than 30 days after the end of the performance period identified in this grant agreement.**
 6. Current forms and instructions are located at <http://www.michigan.gov/emhsc> (select Grant Programs) or can be requested by sending an email to EMD_HSGP@michigan.gov.
 7. Comply with applicable financial and administrative requirements set forth in the current edition of 2 C.F.R., Part 200, including, but not limited to, the following provisions:

- a. Account for receipts and expenditures, maintain adequate financial records, and refund expenditures disallowed by federal or state audit.
 - b. Retain all financial records, statistical records, supporting documents, and other pertinent materials for at least three years after the grant is closed by the awarding federal agency for purposes of federal and/or state examination and audit. All equipment dispositions must follow MSP/EMHSD's equipment disposition policy.
 - c. Non-federal organizations which expend \$1,000,000 or more in federal funds during their current fiscal year are required to have an audit performed in accordance with the Single Audit Act of 1984, as amended, and 2 C.F.R. 200, Subpart F.
8. Subrecipients must carry out their programs and activities in a manner that respects and ensures the protection of civil rights for protected populations. These populations include but are not limited to individuals with disabilities and others with access and functional needs, individuals with limited English proficiency, and other diverse racial and ethnic populations, in accordance with Section 504 of the *Rehabilitation Act of 1973*, Title VI of the *Civil Rights Act of 1964*, and Executive Order 13347.
9. **Environmental and Historic Preservation (EHP) Compliance.** The federal government is required to consider the effects on the environment and/or historic properties of any federally funded activities and programs, including grant funded projects. The EHP Program engages in a review process to ensure that federally funded activities comply with federal EHP regulations, laws, and executive orders as applicable. The goal of these compliance requirements is to protect the nation's environmental, historic, and cultural resources. The Subrecipient shall not undertake any project having the potential to impact EHP resources without prior approval.

Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for federal funding.

Subrecipients are prohibited from using SLCGP funds to construct, remodel, or perform alterations of buildings and other physical facilities. However, subrecipients may use SLCGP funding to perform minor modifications that do not substantially affect a building's, or other physical facility's, structure, layout, or systems. Reference the FEMA [Grant Programs Directorate Information Bulletins | FEMA.gov](#) No. 523 for additional information.

10. Comply with the *Davis-Bacon Act* (40 U.S.C. 3141 *et seq.*) for grant funded construction projects. The Subrecipient must ensure that contractors or subcontractors for construction projects pay workers employed directly at the worksite no less than the prevailing wages and fringe benefits paid on projects of a similar character. Additional information, including Department of Labor wage determinations, is located at <http://www.dol.gov/whd/govcontracts/dbra.htm>.
11. Comply with all reporting requirements, including special reporting, data collection, and evaluation requirements, as prescribed by law or program guidance.
12. Maintain a valid Unique Entity Identifier (UEI) through <https://sam.gov/> at all times during the performance period of this grant.
13. The Subrecipient must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. The Subrecipient also agrees to require any subrecipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with these same provisions. Detailed information on record access provisions can be found in the *DHS Standard Terms and Conditions* located at <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>, specifically in the DHS Specific Acknowledgements and Assurances on page 1.
14. Subrecipients are required to participate in the following free services and memberships offered by Cyber and Infrastructure Security Agency (CISA):
 - a. Cyber Hygiene Services

- i. Web Application Scanning is an “internet scanning-as-a-service.” This service assesses the “health” of your publicly accessible web applications by checking for known vulnerabilities and weak configurations. Additionally, CISA can recommend ways to enhance security in accordance with industry and government best practices and standards.
- ii. Vulnerability Scanning evaluates external network presence by executing continuous scans of public, static IPs for accessible services and vulnerabilities. This service provides weekly vulnerability reports and ad-hoc alerts.

To register for these services, email vulnerability_info@cisa.dhs.gov with the subject line “Requesting Cyber Hygiene Services – SLCGP” to get started. Indicate in the body of your email that you are requesting this service as part of the SLCGP. For more information, visit [Cyber Hygiene Services | CISA](#).

The FY 2024 SLCGP NOFO outlines additional services, memberships, and resources that are strongly encouraged or recommended. Please refer to the FY 2024 SLCGP NOFO for additional information.

V. Responsibilities of the Recipient

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer the grant in accordance with all applicable federal and state regulations and guidelines and submit required reports to the awarding federal agency.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for administration of the program.
- D. Reimburse the Subrecipient, in accordance with this grant agreement, based on appropriate documentation submitted by the Subrecipient.
- E. At its discretion, independently, or in conjunction with the federal awarding agency, conduct random on-site reviews of the Subrecipient(s).

VI. Reporting Procedures

The Subrecipient is required to submit reports to the Recipient on the status of all projects and funding. Reporting must follow the format and schedule specified by the Recipient. Current forms and instructions can be requested by sending an email to EMD_HSGP@michigan.gov.

Reporting on funding status is mandated by the federal government. Failure by the Subrecipient to fulfill reporting requirements, in compliance with federal grant rules, shall result in the suspension of grant activities until reports are received and may jeopardize future federal funding.

VII. Payment Procedures

The Subrecipient agrees to prepare and submit the Reimbursement Cover Sheet (EMD-054) with all required supporting documentation attached, including proof of payment. The Subrecipient will submit **one Reimbursement Cover Sheet and related forms for each grant project, solution area, allocation type, and individual exercise**. Reimbursement Cover Sheets must be filled out completely. Instructions are provided with each of the reimbursement forms. The Reimbursement Cover Sheet and other reimbursement forms can be found on the MSP/EMHSD website located at <http://www.michigan.gov/emhds>. The Subrecipient will not be reimbursed for funds until all required signed documents and reimbursement documentation are received. **All reimbursement**

requests must be submitted to the Recipient no later than 30 days after the end of the performance period identified in this grant agreement.

Drawdown of Funds in Advance. Up to 90 days **prior** to expenditure, the Subrecipient may request funds for purchases of \$10,000 or more. All the following requirements must be met when obtaining advanced funds:

- A. The Subrecipient must submit advance requests with a copy of approved purchase orders and a copy of approved Alignment and Allowability Forms.
- B. The Subrecipient must place advanced funds in an interest-bearing account.
- C. The Subrecipient may keep interest up to \$500 per year (2 C.F.R., Part 200.305) for administrative expenses for all federal grants combined.
- D. The Subrecipient must notify the Recipient quarterly, in writing, of any interest earned over \$500.
- E. The Subrecipient must promptly, but at least quarterly, remit any interest earned over \$500 to: Michigan State Police, Emergency Management and Homeland Security Division, Financial Management and Audit Section, P.O. Box 30634, Lansing, Michigan 48909.
- F. The Subrecipient must liquidate each advance **by the date specified by the Recipient** (usually within 90 days).
- G. The Subrecipient must ensure all invoices and proof of payment documents are dated **after the date the advance was issued by the Recipient**.

VIII. Employment Matters

The Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the *Age Discrimination Act of 1975*; Titles I, II and III of the *Americans with Disabilities Act of 1990*; the *Elliott-Larsen Civil Rights Act, 1976 PA 453*, as amended, MCL 37.2101 *et seq.*; the *Persons with Disabilities Civil Rights Act, 1976 PA 220*, as amended, MCL 37.1101 *et seq.*, and all other federal, state and local fair employment practices and equal opportunity laws and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant agreement, with respect to their hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of their race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every contract or subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Federal Excluded Parties List System located at <https://www.sam.gov>.

IX. Limitation of Liability

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

This is not to be construed as a waiver of governmental immunity for either party

X. Third Parties

This grant agreement is not intended to make any person or entity, not a party to this grant agreement, a third-party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

XI. Grant Agreement Period

This grant agreement is in full force and effect from January 22, 2026, September 30, 2028. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except with prior written approval. This grant agreement may be terminated by either party by giving 30 days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

XII. Entire Grant Agreement

This grant agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between the Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the grant end date. No party to this grant agreement may assign this grant agreement or any of their/its rights, interest, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform the Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of the Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate grant funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

- A. Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- B. Failure to comply with the requirements or statutory objectives of federal or state law.
- C. Failure to follow grant agreement requirements or special conditions.
- D. Proposal or implementation of substantial plan changes to the extent that, if originally submitted, the project would not have been approved for funding.
- E. Failure to submit required reports.
- F. Filing of a false certification in the application or other report or document.
- G. Failure to adequately manage, monitor or direct the grant funded activities.

Before taking action, the Recipient will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

XIII. Business Integrity Clause

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or convicted of a criminal offense, including, but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

XIV. Freedom of Information Act

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise critical to national security interests. This may include threat, risk, and needs assessment information, and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each

Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 C.F.R., Part 29) and Sensitive Security Information (49 C.F.R., Part 1520), as these designations may provide additional protection to certain classes of homeland security information.

XV. Official Certification

For the Subrecipient

The individual or officer signing this grant agreement certifies by their signature that they are authorized to sign this grant agreement on behalf of the organization they represent. The Subrecipient agrees to complete all requirements specified in this grant agreement.

Subrecipient Name

Subrecipient's UEI Number

Printed Name

Title

Signature

Date

For the Recipient (Michigan State Police, Emergency Management and Homeland Security Division)

Capt. Kevin Sweeney
Printed Name

Commander, Emergency
Management and Homeland Security
Title



2/2/2026

Signature

Date



SUBRECIPIENT RISK ASSESSMENT CERTIFICATION

As required by 2 CFR §200.331(b), the purpose of this assessment is to evaluate subrecipient's risk of noncompliance with federal statutes, regulations, and the terms and conditions of a subaward, and to determine appropriate subrecipient monitoring during the grant performance period. Limited program experience, results of previous audits and site monitoring visits, new personnel or new or substantially changed systems, may increase a subrecipient's degree of risk.

Subrecipient:	County:	UEI:
Questions		
<p>1. How many federal grant awards has your organization managed in the past 5 years regardless of awarding agency?</p> <p><input type="checkbox"/> No grants <input type="checkbox"/> 1-3 grants <input type="checkbox"/> 4-5 grants <input type="checkbox"/> 6+ grants</p> <p>2. What percentage of your grant management staff has fewer than 2 years of grant experience?</p> <p><input type="checkbox"/> 0-25% of staff <input type="checkbox"/> 26-50% of staff <input type="checkbox"/> 51-75% of staff <input type="checkbox"/> 76-100% of staff</p> <p>3. Has your organization had a new or substantially changed financial/accounting system(s) in the past 2 years?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>4. What types of findings (audit, site monitoring, etc.) has your organization received within the past 5 years? (Attach a separate sheet explaining any findings resulting in questioned costs or a return of funds.)</p> <p><input type="checkbox"/> Never Audited or No findings <input type="checkbox"/> Unsupported costs (lack of documentation) <input type="checkbox"/> Unreasonable use of funds <input type="checkbox"/> Questioned costs or required to return funds</p> <p>5. Does your agency have staff primarily dedicated (>50%) to grants management activities?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
Certification		
<i>I certify the information provided in this assessment is true and accurate, and that all occurrences of prior grant non-compliance have been disclosed.</i>		
Authorized Representative Signature:	Date:	
Authorized Representative Printed Name:	Title:	
Point of Contact Printed Name:	Title:	Email:



STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including 2 C.F.R. Part 2800 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards by the Department of Justice), and Ex. Order 12372 (intergovernmental review of federal programs). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subrecipients or contractors to comply) with any applicable nondiscrimination provisions, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Violence Against Women Act (42 U.S.C. § 13925(b)(13)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07). It will also comply with Ex. Order 13279, Equal Protection of the Laws for Faith-Based and Community Organizations; Executive Order 13559, Fundamental Principles and Policymaking Criteria for Partnerships With Faith-Based and Other Neighborhood Organizations; and the DOJ implementing regulations at 28 C.F.R. Part 38.
7. If a governmental entity—
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature

Date



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

4. Typed Name and Title of Authorized Representative

5. Signature

6. Date

AUDIT CERTIFICATION

Federal Audit Requirements

Non-federal organizations, which expend \$1,000,000 or more in federal funds during their current fiscal year, are required to have an audit performed in accordance with 2 CFR Part 200, Subpart F.

Subrecipients **MUST** email a copy of their audit report for each year they meet the funding threshold to: MSP-EMHSD-Audit@michigan.gov.

I. Program Information			
Program Name		CFDA Number	
II. Subrecipient Information			
Subrecipient Name			
Street Address		City	State ZIP Code
III. Certification for Fiscal Year			
Subrecipient Fiscal Year Period: _____ to _____.			
<input type="checkbox"/> I certify that the subrecipient shown above does NOT expect it will be required to have an audit performed under 2 CFR Part 200, Subpart F, for the above listed program.			
<input type="checkbox"/> I certify that the subrecipient shown above expects it will be required to have an audit performed under 2 CFR Part 200, Subpart F, during at least one fiscal year funds are received for the above listed program. A copy of the audit report will be submitted to: A copy of the audit report will be submitted by email to: MSP-EMHSD-Audit@michigan.gov .			
Signature of Subrecipient's Authorized Representative			Date

Email audit report to:
MSP-EMHSD-Audit@michigan.gov

Submit this completed audit certification form and return with your grant agreement.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or “doing business as” (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity’s name as shown on the entity’s tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a “disregarded entity.” See Regulations section 301.7701-2(c)(2)(iii). Enter the owner’s name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner’s name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity’s name on line 2, “Business name/disregarded entity name.” If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys’ fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.

You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.

You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

*Note: The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

CISA SERVICES CERTIFICATION

State and Local Cybersecurity Grant Program (SLCGP) Requirements

Subrecipients of the Fiscal Year 2024 SLCGP are required to participate in free services and memberships offered by Cyber and Infrastructure Security Agency (CISA). All SLCGP subrecipients must participate in CISA Cyber Hygiene Services through the end of the performance period of the grant.

The FY 2024 SLCGP Notice of Funding Opportunity (NOFO) outlines additional services, memberships, and resources that are strongly encouraged or recommended. Please refer to the FY 2024 SLCGP NOFO for additional information.

I. Program Information			
Program Name Fiscal Year (FY) 2024 State and Local Cybersecurity Grant Program	CFDA Number 97.137		
II. Subrecipient Information			
Subrecipient Name			
Street Address	City	State	ZIP Code
III. Certification for Participation in CISA Services			
Subrecipient Period of Performance: <u>January 22, 2026 to September 30, 2028</u>			
<input type="checkbox"/> I certify that my organization will participate in the CISA Cyber Hygiene Services from the time of receipt of funds throughout the remainder of the subrecipient grant performance period and I understand the Michigan State Police Emergency Management and Homeland Security Division has the right to request proof of participation.			
Signature of Subrecipient's Authorized Representative			Date

Submit this completed CISA services certification form and return with your grant agreement.

Agreement Articles Applicable to Subrecipients

Fiscal Year 2024 State and Local Cybersecurity Grant Program

Unless specifically stated otherwise, all requirements that apply to grant recipients also apply to subrecipients. Subrecipients are expected to comply with the same rules, regulations, and obligations as recipients.

Article 1: Assurances, Administrative Requirements, Cost Principles, Representations, and Certifications

Recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non- Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the federal awarding agency.

Article 2: General Acknowledgements and Assurances

Recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in effect as of the federal award date and located at 2 C.F.R. Part 200 and adopted by DHS at 2 C.F.R. § 3002.10. All recipients and subrecipients must acknowledge and agree to provide DHS access to records, accounts, documents, information, facilities, and staff pursuant to 2 C.F.R. § 200.337. I. Recipients must cooperate with any DHS compliance reviews or compliance investigations. II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities and personnel. III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements required by law, federal regulation, Notice of Funding Opportunity, federal award specific terms and conditions, and/or federal awarding agency program guidance. V. Recipients must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receiving the Notice of Award for the first award under which this term applies. Recipients of multiple federal awards from DHS should only submit one completed tool for their organization, not per federal award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active federal award, not every time a federal award is made. Recipients must submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in these DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. DHS Civil Rights Evaluation Tool | Homeland Security. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension to the 30-day deadline if the recipient identifies steps and a timeline for completing the tool. Recipients must request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article 3: Acknowledgement of Federal Funding from DHS

Recipients must acknowledge their use of federal award funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal award funds.

Article 4: Activities Conducted Abroad

Recipients must coordinate with appropriate government authorities when performing project activities outside the United States obtain all appropriate licenses, permits, or approvals.

Article 5: Age Discrimination Act of 1975

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (codified as amended at 42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article 6: Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101– 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Article 7: Best Practices for Collection and Use of Personally Identifiable Information

Recipients who collect personally identifiable information (PII) as part of carrying out the scope of work under a federal award are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

Article 8: Civil Rights Act of 1964 – Title VI

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964, Pub. L. No. 88-352 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21. Recipients of an award from the Federal Emergency Management Agency (FEMA) must also comply with FEMA's implementing regulations at 44 C.F.R. Part 7.

Article 9: Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284 (codified as amended at 42 U.S.C. § 3601 et seq.) which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial

status, and sex, as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units— i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article 10: Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 to any work first produced under federal awards and also include an acknowledgement that the work was produced under a federal award (including the federal award number and federal awarding agency). As detailed in 2 C.F.R. § 200.315, a federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes and to authorize others to do so.

Article 11: Debarment and Suspension

Recipients must comply with the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689 set forth at 2 C.F.R. Part 180 as implemented by DHS at 2 C.F.R. Part 3000. These regulations prohibit recipients from entering into covered transactions (such as subawards and contracts) with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article 12: Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).

Article 13: Duplicative Costs

Recipients are prohibited from charging any cost to this federal award that will be included as a cost or used to meet cost sharing or matching requirements of any other federal award in either the current or a prior budget period. (See 2 C.F.R. § 200.403(f)). However, recipients may shift costs that are allowable under two or more federal awards where otherwise permitted by federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article 14: Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17. Recipients of an award from the Federal Emergency Management Agency (FEMA) must also comply with FEMA's implementing regulations at 44 C.F.R. Part 19.

Article 15: E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety

Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.

Article 16: Energy Policy and Conservation Act

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94-163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article 17: False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)

Article 18: Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Article 19: Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving recipient-owned, recipient-rented, or privately owned vehicles when on official government business or when performing any work for or on behalf of the Federal Government. Recipients are also encouraged to conduct the initiatives of the type described in Section 3(a) of E.O. 13513.

Article 20: Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (a list of certified air carriers can be found at: [Certificated Air Carriers List | US Department of Transportation, https://www.transportation.gov/policy/aviation-policy/certificated-air-carriers-list](https://www.transportation.gov/policy/aviation-policy/certificated-air-carriers-list)) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article 21: Hotel and Motel Fire Safety Act of 1990

Recipients must ensure that all conference, meeting, convention, or training space funded entirely or in part by federal award funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a.

Article 22: John S. McCain National Defense Authorization Act of Fiscal Year 2019

Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. The statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

Article 23: Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article 24: Lobbying Prohibitions

Recipients must comply with 31 U.S.C. § 1352 and 6 C.F.R. Part 9, which provide that none of the funds provided under a federal award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification. Per 6 C.F.R. Part 9, recipients must file a lobbying certification form as described in Appendix A to 6 C.F.R. Part 9 or available on Grants.gov as the Grants.gov Lobbying Form and file a lobbying disclosure form as described in Appendix B to 6 C.F.R. Part 9 or available on Grants.gov as the Disclosure of Lobbying Activities (SF-LLL).

Article 25: National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969, Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq.) (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article 26: Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-

based organizations in individual DHS programs.

Article 27: Non-Supplanting Requirement

Recipients of federal awards under programs that prohibit supplanting by law must ensure that federal funds supplement but do not supplant non-federal funds that, in the absence of such federal funds, would otherwise have been made available for the same purpose.

Article 28: Notice of Funding Opportunity Requirements

All the instructions, guidance, limitations, scope of work, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this federal award are incorporated by reference. All recipients must comply with any such requirements set forth in the NOFO. If a condition of the NOFO is inconsistent with these terms and conditions and any such terms of the Award, the condition in the NOFO shall be invalid to the extent of the inconsistency. The remainder of that condition and all other conditions set forth in the NOFO shall remain in effect.

Article 29: Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq. and applicable regulations governing inventions and patents, including the regulations issued by the Department of Commerce at 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Awards, Contracts, and Cooperative Agreements) and the standard patent rights clause set forth at 37 C.F.R. § 401.14.

Article 30: Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act at 42 U.S.C. § 6962) and 2 C.F.R. § 200.323. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article 31: Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (codified as amended at 29 U.S.C. § 794), which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article 32: Reporting of Matters Related to Recipient Integrity and Performance

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of the federal award, then the recipient must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated by reference.

Article 35: SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. The SAFECOM Guidance is updated annually and can be found at Funding and Sustainment | CISA.

Article 36: Terrorist Financing

Recipients must comply with E.O. 13224 and applicable statutory prohibitions on transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible for ensuring compliance with the E.O. and laws.

Article 37: Trafficking Victims Protection Act of 2000 (TVPA)

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Trafficking Victims Protection Act of 2000, Pub. L. No. 106-386, § 106 (codified as amended at 22 U.S.C. § 7104). The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated by reference.

Article 38: Universal Identifier and System of Award Management

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated reference.

Article 39: USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

Article 40: Use of DHS Seal, Logo and Flags

Recipients must obtain written permission from DHS prior to using the DHS seals, logos, crests, or reproductions of flags, or likenesses of DHS agency officials. This includes use of DHS component (e.g., FEMA, CISA, etc.) seals, logos, crests, or reproductions of flags, or likenesses of component officials.

Article 41: Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections at 10 U.S.C § 470141 U.S.C. § 4712.

Article 42: Environmental Planning and Historic Preservation (EHP) Review

DHS/FEMA funded activities that could have an impact on the environment are subject to the

FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state, and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP review process, as mandated by: the National Environmental Policy Act; Endangered Species Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws, regulations and executive orders.

General guidance for FEMA's EHP process is available on the DHS/FEMA Website. Specific applicant guidance on how to submit information for EHP review depends on the individual grant program. Applicants should contact their Program Officer to be put into contact with EHP staff responsible for assisting their specific grant program. The FEMA EHP review process must be completed before funds are released to carry out the proposed project, otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies. If ground disturbing activities occur during construction, the applicant will monitor the ground disturbance, and if any potential archaeological resources are discovered, the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article 43: Applicability of DHS Standard Terms and Conditions to Tribal Nations

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to sub-recipients as a matter of law, regulation, or executive order. If the requirement does not apply to Tribal Nations, or there is a federal law or regulation exempting its application to Tribal Nations, then the acceptance by Tribal Nations, or acquiescence to DHS Standard Terms and Conditions does not change or alter its inapplicability to a Tribal Nation. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribal Nations where it does not already exist.

Article 44: Acceptance of Post Award Changes

In the event FEMA determines that an error in the award package has been made, or if an administrative change must be made to the award package, recipients will be notified of the change in writing. Once the notification has been made, any subsequent requests for funds will indicate recipient acceptance of the changes to the award. Please email FEMA Grant Management Operations at: ASK-GMD@fema.dhs.gov for any questions.

Article 45: Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the non-state recipient or subrecipient (including subrecipients of a State or Tribal Nation), must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313(e). State recipients must follow the disposition requirements in accordance with State laws and procedures. 2 C.F.R. section 200.313(b). Tribal Nations must follow the disposition requirements in accordance with Tribal laws and procedures noted in 2 C.F.R. section 200.313(b); and if such laws and procedures do not exist, then Tribal Nations must follow the disposition instructions in 2 C.F.R. section 200.313(e).

Article 46: Prior Approval for Modification of Approved Budget

Before making any change to the FEMA approved budget for this award, a written request must be submitted and approved by FEMA as required by 2 C.F.R. section 200.308. For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(i) regarding the transfer of funds among direct cost categories, programs, functions, or activities. For awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000) and where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved, transferring funds among direct cost categories, programs, functions, or activities is unallowable without prior written approval from FEMA. For purposes of awards that support both construction and non-construction work, 2 C.F.R. section 200.308((f)(9) requires the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work. Any deviations from a FEMA approved budget must be reported in the first Federal Financial Report (SF-425) that is submitted following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article 47: Indirect Cost Rate

2 C.F.R. section 200.211(b)(16) requires the terms of the award to include the indirect cost rate for the federal award. If applicable, the indirect cost rate for the award is stated in the budget documents or other materials approved by FEMA and included in the award file.

Article 48: Build America, Buy America (BABA) Act Required Contract Provision & Self-Certification

In addition to the DHS Standard Terms & Conditions regarding Required Use of American Iron, Steel, Manufactured Products, and Construction Materials, recipients and subrecipients of FEMA financial assistance for programs that are subject to the Build America, Buy America (BABA) Act must include a Buy America preference contract provision as noted in 2 C.F.R. section 184.4 and a self-certification as required by the FEMA Buy America Preference in FEMA Financial Assistance Programs for Infrastructure (FEMA Interim Policy #207-22-0001). This requirement applies to all subawards, contracts, and purchase orders for work performed, or products supplied under the FEMA award subject to BABA.

Todd Wyzynajtys

From: Richmond, Kim (MSP) <RichmondK@michigan.gov>
Sent: Friday, February 13, 2026 2:13 PM
To: Brad A. Barrett; Todd Wyzynajtys
Subject: FY 2024 State and Local Cybersecurity Grant Program - Owosso
Attachments: City of Owosso.pdf

City of Owosso,

Congratulations! You have been selected for funding under the Fiscal Year (FY) 2024 State and Local Cybersecurity Grant Program (SLCGP).

Attached to this email is your official grant agreement package. Please review all enclosed materials, then sign and return the required documentation. Submit completed grant agreement materials using this link: [FY 2024 SLCGP Grant Agreement Submissions](#).

Grant documents may be signed electronically or by hand. If signing by hand, you will need to scan the signed copy and return it as a PDF.

Documents that must be signed and returned include:

- Grant Agreement
- Subrecipient Risk Assessment Certification
- Standard Assurances
- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
- Audit Certification (EMHSD-053)
- Request for Taxpayer Identification Number and Certification (W-9)
- CISA Services Certification

Specific project(s) for which you were funded are outlined in your grant agreement.

Please return your signed documentation no later than **April 9, 2026**. If you no longer wish to participate in the FY 2024 SLCGP, please upload a letter or memo using the link above stating that your organization is declining the funds.

Feel free to contact me if you have any questions.

Thank you,
Kim

Kim Richmond
Preparedness Grants Unit Manager
Emergency Management and Homeland Security Division
Michigan State Police

PO Box 30634
Lansing, Michigan 48909

“A PROUD tradition of SERVICE through EXCELLENCE, INTEGRITY, and COURTESY”





MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ (989) 725-0535

DATE: April 6, 2026
TO: Mayor Teich and City Council
FROM: Tanya Buckelew, Community Development Director
SUBJECT: Approve the Blight Grant Agreement – City Club Building – 117 W Exchange Street

BACKGROUND:

In summer of 2023, the roof and floors of 117 W Exchange Street collapsed into the basement of the structure. The Shiawassee Circuit Court gave the City permission to clean up the site and charge the cost to the property's tax bill.

The SEDP, through the County Land Bank, was able to secure funding to assist the City of Owosso with this project in the amount of \$217,126.

The City's cost is not to exceed \$60,000 and the City will establish a special assessment for the parcel.

The enclosed resolution will also rescind the April 1, 2024 Blight Grant Agreement.

RECOMMENDATION:

Approve the Blight Grant Agreement with the Shiawassee County Land Bank to secure partial funding to clean up the property at 117 W Exchange Street. Total cost to the City is not to exceed \$60,000.

Master Plan Implementation Goals: 1.12, 1.19, 2.6, 3.1, 3.2, 4.3, 4.7, 7.1, 7.4

RESOLUTION NO.

APPROVING SHIAWASSEE COUNTY LAND BANK AMENDED BLIGHT GRANT AGREEMENT FOR 117 W EXCHANGE STREET

WHEREAS, the City of Owosso, Shiawassee County, Michigan, received permission from the Shiawassee Circuit Court to clean up the collapsed building in the downtown at 117 W Exchange Street; and

WHEREAS, the SEDP, City Administration, and County Land Bank have secured a grant funding opportunity with the State of Michigan Land Bank; and

WHEREAS, the County Land Bank has awarded the bid to Heiler Excavating LLC; and

WHEREAS, the City desires to maintain the downtown area free from neglectful collapses of private properties in an attempt to eliminate and discourage blight.

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 rescind the April 1, 2024 Blight Grant Agreement and approve the April 6, 2026 Blight Grant Agreement for the cleanup of the collapsed building at 117 W Exchange Street.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Blight Grant Agreement.
- THIRD: City's portion of the cost not to exceed \$60,000.
- FOURTH: The above expenses shall be paid from the General fund.

Master Plan Goals: 1.12, 1.19, 2.6, 3.1, 3.2, 4.3, 4.7, 7.1, 7.4

BLIGHT GRANT AGREEMENT

This blight grant agreement (the Agreement) is by and between the **SHIAWASSEE COUNTY LAND BANK AUTHORITY** (SCLB) and the **CITY OF OWOSSO** (City), effective April 6, 2026 (the Effective Date). SCLB and the CITY shall each individually be referred to herein as a Party and collectively as the Parties.

RECITALS

WHEREAS, the above identified Parties entered into a Blight Grant Agreement for 117 W. Exchange Street, Owosso, Michigan, on or about April 1, 2024;

WHEREAS, the Parties hereby rescind the April 1, 2024, Blight Grant Agreement for 117 W. Exchange Street, Owosso, Michigan, with the execution of this Blight Grant Agreement concerning the same parcel;

WHEREAS, the Parties continue to cooperate with the common goal of remedial actions for the express purpose of ensuring community safety, building upon the essence of the April 1, 2024 Agreement;

WHEREAS, the above identified Parties have mutually accepted the following:

- A. Whereas the property located at 117 W. Exchange St., Owosso (the Property), Michigan is in severe disrepair and presents a public hazard to the citizens of the City of Owosso;
- B. The purpose of the Blight Grant Agreement (BGA) is to respond to the public health emergency or its negative economic impacts by promoting health and safety and addressing blight in disproportionately impacted communities around the State of Michigan by investing in projects that result in the demolition or stabilization of public or privately-owned structures;
- C. The City has expressed a strong desire to stabilize and retain the historic façade of the Property instead of completely demolishing a building in its historic downtown district, however due to the extent of the damage from the roof collapsing, the structure needs to be demolished;
- D. The Parties hereby rescind, in its entirety, the April 1, 2024, Blight Grant Agreement;
- E. The SCLB has awarded Round 3 Blight Elimination Program (BEP) estimated funds of \$217,126 towards demolition of the 117 Exchange Street Property contingent upon execution of a satisfactory Blight Grant Agreement between the City and the SCLB; and
- F. The Parties desire to cooperate in expending the awarded funds to accomplish eligible demolition activities in connection with the Property as allowed by order of the 35th Circuit Court.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

I. PURPOSE AND PROJECT SCOPE.

- A. The purpose of this Agreement is to memorialize the agreement between the SCLB and the City whereby the City will provide funding in the amount not to exceed Sixty Thousand Dollars (\$60,000.00), towards demolition activities at the Property. The City reserves the right, at its sole discretion, to conduct additional demolition and/or remediation activities on the Property funded by non-BEP funds so long as such activities do not conflict with the demolition activities covered by this Agreement.

B. This Agreement constitutes the entire Agreement between the SCLB and the City on the subject of the Property and may be modified only by written agreement between the SCLB and the City.

II. SITE ACCESS

The City has obtained an order of the 35th Circuit Court allowing the City to secure, stabilize, repair and/or demolish the Property. The City hereby grants the SCLB (and its employees, officers, agents, authorized representatives, contractors, subcontractors and vendors) access to the Property in order to conduct activities under the BEP. Specifically, the SCLB is authorized to conduct demolition activities described in the application for BEP funding for the Property, and the SCLB's access to the Property is limited to access necessary to complete such activities. Any change to the project scope requires the consent of the City.

III. TERM.

This Agreement shall be effective as of the Effective Date and will terminate upon completion of the demolition activities.

IV. CONTACTS.

SCLB Contact:
Dr. Brian Boggs
County Administrator
201 N. Shiawassee St.
Corunna, MI 48817

City Contact:
Nathan Henne
City Manager
301 W. Main Street
Owosso, Michigan

V. CHANGES.

No changes or amendments to this Agreement shall be effective unless reduced to writing and executed by both Parties.

VI. SCLB RESPONSIBILITIES.

- A. The SCLB will oversee the bidding, awarding and completion of the demolition activities pursuant to applicable state and federal statutes and regulations.
- B. All local, State, and federal permits, if required, are the responsibility of the SCLB or its vendors/designees.
- C. The SCLB affirms with this Agreement that it has acquired the appropriate SCLB Board approval of this Agreement.
- D. The SCLB is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services furnished by the SCLB or its contractors/subcontractors/vendors under this Agreement. The SCLB or its subcontractor shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in designs, drawings, specifications, reports, or other services.
- E. The City's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the SCLB of responsibility for the technical adequacy of the work. The City's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or cause of action arising out of the performance of this Agreement.
- F. SCLB shall conduct any required preliminary studies prior to beginning the bidding process for the project.

- G. The SCLB, upon receiving the bid specifications from the City relating all the work forecasted to be performed to accomplish the task of this Agreement, shall conduct, in consultation with the City, the public bid and contractor/vendor selection.

VII. CITY'S RESPONSIBILITIES.

- A. The City affirms with this Agreement that it has acquired the appropriate City Council approval of this Agreement.
- B. The City obtained an order from the Shiawassee County Circuit Court on February 26, 2024, which grants the City the power to "demolish or secure and repair" the premises commonly known as 117 West Exchange Street, Owosso, Michigan.
- C. The City shall perform a bid specification relating all the work forecasted to be performed in order to accomplish the task of this Agreement and forward said bid specification to the SCLB. The SCLB shall be responsible for setting the bid request to the public and for selecting the appropriate contractors/vendors.
- D. The City shall cooperate with the SCLB's efforts to oversee the project.
- E. Based on those studies and/or resulting bids, the City's budget and sources of funding has been reviewed by City and has been determined to have adequate financial resources available. The City's contribution shall not exceed SIXTY THOUSAND DOLLARS. However, if it is determined that the project will exceed available financial resources or said project is beyond what the City has allocated for the project, or the City deems the costs as unreasonable for the project, the City shall not be obligated to contribute more funds, nor shall it be liable for any additional costs beyond the initial contribution of SIXTY THOUSAND DOLLARS.
- F. The City's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way endorse or affirm the technical adequacy of the work generated or performed by the SCLB; SCLB and/or its contractors shall be responsible for the technical adequacy of the work. The City's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or cause of action arising out of the performance of this Agreement.
- G. The City may establish a special assessment and assess for the entire amount contributed by the City only, for the public improvement and benefited land according to its local ordinance.
- H. The City is responsible for recording a lien naming the City first in priority upon the privately-owned Property in the full amount of City Funds expended. A release of lien shall be provided upon repayment of the Funds spent upon the project.

VIII. ASSIGNABILITY and SUBCONTRACTORS.

- A) With the exceptions of the Shiawassee Economic Development Partnership (which handles certain program oversight functions of the SCLB) and the projects contractors/subcontractors and vendors, the SCLB shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the City. The City does not assume responsibility regarding the contractual relationships between the SCLB and any subcontractor. If City consents to any assignment or delegation to any other party, the SCLB shall provide City with the proposed assignment or delegation agreement prior to its execution for approval by City.
- B) The SCLB is solely responsible for all contractual activities performed under this Agreement. Further, the City will consider the SCLB to be the sole point of contact with regard to contractual

matters, including payment of any and all charges resulting from the anticipated contracts. All contractors, subcontractors, or others used by the SCLB in performing the project shall be subject to the provisions of this Agreement and shall be licensed and qualified, as appropriate, to perform the duties required. Contractors must be procured through a competitive procurement process that complies with SCLB's procurement policies.

IX. NON-DISCRIMINATION.

The SCLB shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et seq., and all other federal, State, and local fair employment practices and equal opportunity laws. SCLB covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. In addition, as provided in Executive Directive 2019-09, any contractor or subcontractor shall not discriminate against any employee or applicant for employment with respect to his or her hire, terms, tenure, conditions or privileges of employment, or any matter directly or indirectly related to employment because of religion, race, color, national origin, sex, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the individual's ability to perform the duties of a particular job or position. The SCLB agrees to include in every contract or subcontract entered into for the performance of this Contract this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

X. LIABILITY.

- A. The SCLB, shall not be held responsible nor liable for any claims, judgments, or costs arising out of activities to be carried out by the SCLB under this Agreement. The SCLB shall not be liable for any claims, judgments or costs merely by providing grant funding.
- B. The City represents and warrants that the SCLB is not, and shall not become, responsible for any obligations imposed upon the City by the 35th Circuit Court to repair and/or demolish the Property. The involvement of the SCLB is limited to the terms of this Agreement, awarding BEP funds and overseeing BEP stabilization/demolition activities on the Property.
- C. The SCLB shall not be liable for any reason including any damage or loss to the property commonly known as 117 W. Exchange Street or any contiguous or adjacent properties resulting from any and all work performed related to or stemming from this Agreement.
- D. Nothing in this contract should be construed as a waiver of any governmental immunity by the City, the SCLB, its agencies, or employees as provided by statute or court decisions.

XI. CONFLICT OF INTEREST.

No employee, officer, director, appointee or elected official of the City, the SCLB, the SCLB Board, or their families, shall benefit financially from any part of this Agreement.

XII. ANTI-LOBBYING.

Neither Party shall use any of the Program Funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2): "Lobbying' means

communicating directly with an official of the executive branch of State government or an official in the legislative branch of State government for the purpose of influencing legislative or administrative action.”

XIII. INSURANCE.

The SCLB shall require all contractors and subcontractors providing activities or services under this Agreement to carry, and show proof of coverage, of comprehensive general liability, automobile and workman’s compensation insurance at levels consistent with SCLB’s contracting policies and contracts.

XIV. CLOSEOUT.

A determination of project completion, which may include a site inspection and an audit, shall be made by the City after the SCLB has satisfactorily completed the activities.

XV. NOTIFICATION OF DELAYS.

The SCLB shall inform the City of any delays in the start-up of the project and any delays in progress toward completion of the project.

XVI. PUBLICITY.

City shall cooperate with SCLB and coordinate with SCLB for any press releases or public events regarding the project, including, but not limited to, being available for and attending press events for state and local representatives.

XVII. GOVERNING LAW.

This Agreement shall be construed and interpreted in accordance with the laws of the State of Michigan without regard to conflicts of law principles therein.

XVIII. INDEPENDENT PARTIES.

SCLB and the City are independent entities and neither is the agent or employee of the other. Neither Party shall have any right or authority to execute any document or make any representation on behalf of the other Party or to bind or obligate for any purpose the other Party as agent, employee or otherwise, without the express approval of the other Party.

XIX. SEVERABILITY.

If any provision of this Agreement shall be held illegal or otherwise unenforceable, such provision shall be severed and the entire agreement shall not fail on account thereof, and the balance of this Agreement shall continue in full force and effect.

XX. CONSTRUCTION.

This Agreement shall be construed according to its fair meaning and as if prepared by both Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day and year first written above.

**SHIAWASSEE COUNTY LAND BANK
AUTHORITY**

By: Julie Sorensen
Its: President

CITY OF OWOSSO

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



MEMORANDUM

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

DATE: March 25, 2026

TO: Mayor Teich and the Owosso City Council

FROM: Jessica Unangst, Director of HR & Administrative Services

SUBJECT: Emergency Purchase Request – 10GB Fiber Network Cards for SCALE Server Nodes

RECOMMENDATION:

Approve the emergency purchase of 10GB fiber optic network interface cards (NICs) for the new SCALE server nodes to ensure proper performance and redundancy within the City's server infrastructure.

BACKGROUND:

The City is in the process of deploying new SCALE server nodes as part of its ongoing efforts to modernize and improve IT infrastructure. These systems are designed to provide high availability, improved performance, and redundancy for critical City services.

During implementation, it was identified that the existing Cisco 9300 switches do not have sufficient power capacity to reliably support 10GB copper (RJ45) connections across the required number of ports. As a result, continuing with copper-based 10GB networking is not a viable option for this deployment.

To address this limitation, the network design must transition to multimode (MM) fiber connections. Fiber-based 10GB networking significantly reduces power requirements at the switch level while also improving performance, reliability, and scalability. This approach aligns with best practices for modern server environments and ensures the necessary bandwidth and redundancy for the new server farm.

Due to the critical nature of the server deployment and the need to maintain project timelines, this request is being submitted as an emergency purchase. Delaying this acquisition would impact system deployment, redundancy goals, and overall network performance.

FISCAL IMPACTS:

The cost of the 10GB fiber network cards is \$3,185.97 and will be funded through the IT budget. This purchase is necessary to complete the server deployment and avoid additional costs or delays associated with redesigning or replacing existing network infrastructure. This is for the existing server replacement PO #47474.

Attachments: Quote for 10GB Fiber Network Cards

Master Plan Goals: 3.2, 6.6

RESOLUTION NO. ____

**AUTHORIZING PAYMENT TO
PEOPLE DRIVEN TECHNOLOGY
FOR EMERGENCY EQUIPMENT OF THE OWOSSO IT DEPARTMENT
QUOTATION # 027129**

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

WHEREAS, the city directed People Driven Technology to proceed and make the emergency purchase of 10GB fiber optic network interface cards (NICs), which subsequently totaled \$3,185.97; and

WHEREAS, the Director of Human Resources and Administrative Services has reviewed the detailed billing from People Driven Technology for the cost of the equipment and recommends payment in the amount of \$3,185.97; and

WHEREAS, the city council must adopt a resolution authorizing the terms of the quotation # 027129.

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

- FIRST: The City of Owosso has determined that it was necessary and in the public interest to contract with People Driven Technology for emergency equipment to Owosso's IT server infrastructure.
- SECOND: The accounts payable department is authorized to submit payment to People Driven Technology in the amount up to \$3,185.97 (Quotation # 027129) as authorized by Council this 6th day of April 2026.
- THIRD: The above expenses shall be paid from the IT Equipment line, 101-228-978.000, adding to the existing server replacement PO #47474.

Master Plan Goals: 3.2, 6.6



616-264-6700
orders@peopledriven.com

6300 Venture Hills Blvd SW
Byron Center, MI 49315

SCALE COMPUTING

Prepared by:

East Michigan

Scott Sutherland
248-860-9920
sutherlands@peopledriven.com
Todd Steichen
steichent@peopledriven.com

Prepared for:

City of Owosso

Todd Wyzynajtys
todd.wyzynajtys@ci.owosso.mi.us

Quote Information:

Quote #: 027129

Version: 1
Delivery Date: 03/09/2026
Expiration Date: 03/23/2026

Hardware

Line	Qty	Part Number	Description	Price	Extended Price
1	3	NIC-1-0E	4-PORT 10/25GB INTEL E810-XXVDA4 SFP28	\$1,061.99	\$3,185.97

Subtotal: \$3,185.97



616-264-6700
orders@peopledriven.com

6300 Venture Hills Blvd SW
Byron Center, MI 49315

SCALE COMPUTING

Ship To:

City of Owosso

301 West Main Street
2nd Floor City Hall Building
todd.wyzynajtys@ci.owosso.mi.us
Owosso, MI 48867
Todd Wyzynajtys
(989) 725-0576
todd.wyzynajtys@ci.owosso.mi.us

Bill To:

City of Owosso

301 West Main Street
2nd Floor City Hall Building
todd.wyzynajtys@ci.owosso.mi.us
Owosso, MI 48867
Todd Wyzynajtys
(989) 725-0576
todd.wyzynajtys@ci.owosso.mi.us

Quote Information:

Quote #: 027129

Version: 1
Delivery Date: 03/09/2026
Expiration Date: 03/23/2026

Quote Summary

Description	Amount
Hardware	\$3,185.97
Total: \$3,185.97	

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

People Driven Technology

City of Owosso

Signature: _____

Name: Scott Sutherland

Title: Account Executive

Date: 03/09/2026

Signature: _____

Name: _____

Date: _____



P ACCEPTANCE OF THE PRICE QUOTE IS MADE ONLY UPON THESE TERMS AND CONDITIONS

1. **AGREEMENT:** PEOPLE DRIVEN TECHNOLOGY, INC. ("PEOPLE DRIVEN") DOES NOT ACCEPT AND EXPRESSLY OBJECTS TO ANY TERMS AND CONDITIONS OR OTHER WRITING ON ANY PURCHASE ORDER, STATEMENT OF WORK, OR ACKNOWLEDGEMENT WHICH IS DIFFERENT FROM OR ADDITIONAL TO THOSE TERMS AND CONDITIONS CONTAINED HEREIN, EXPRESSLY INCLUDING, WITHOUT LIMITATION, ANY EFFORT TO NEGATE THE TERMS AND CONDITIONS SET FORTH HEREIN. NO MODIFICATION OR WAIVER OF THESE TERMS WILL BE EFFECTIVE AGAINST PEOPLE DRIVEN UNLESS SPECIFIED IN WRITING AND SIGNED BY PEOPLE DRIVEN. THE RECEIPT OF THE QUOTE OR PAYMENT FOR THE PRODUCTS AND/OR SERVICES PROVIDED THEREUNDER SHALL CONSTITUTE CUSTOMER'S ACCEPTANCE OF THE TERMS HEREOF.
2. **PRICING:** Prices for any Products and/or Services are valid for 30 days therefrom unless otherwise stated. Customer is responsible for (i) all applicable federal, state or local sales, use or other taxes (except taxes on People Driven Technology, Inc.'s net income), (ii) shipping or packing charges, (iii) insurance, and (iv) any other expenses associated with the sale and transportation, or storage of the Products or tariffs and any similar charges imposed upon or in connection with the Products and/or Services. The parties agree that all charges included in the price of the Products and/or Services set forth in the Price Quote are based upon detailed specifications supplied by Customer and any deviation requested by the Customer from such specifications may result in additional charges. All prices quoted shall be exclusive of sales tax or other applicable taxes, tariffs, duties or charges which are payable by Customer. Any tax, tariff, duty or charge which People Driven may be required to pay or collect, now or hereafter imposed by any governmental authority or agency, foreign or domestic, with respect to the sale, purchase, production, processing, storage, delivery, transportation, use, or consumption of any of the Products and/or Services covered hereby, including all taxes upon or measured by receipts from sales or services, shall be for the account of Customer, and any such charges may be added by People Driven as a separate item to People Driven's invoices.
3. **PAYMENT:** Unless otherwise specified in the Price Quote, payment for Products and/or Services is due net 30 days from the date of invoice. All invoice totals will reflect a 3% discount for payment by readily available cash that would not be applied for credit card payments. Credit card payments are not accepted for payments over \$5,000.
4. **DELIVERY:** Unless otherwise agreed in writing, the Products shall be shipped and delivered F.O.B. Customer's ship to location set forth in the Price Quote. Unless Customer instructs People Driven to use a particular carrier on customer's order letter, the Products shall be shipped via a common carrier chosen by People Driven.
5. **SHORTAGE: CLAIMS AND INSPECTION:** Customer shall have the right to inspect the Products and/or Services within 48 hours of receipt. Any shortages or other claims in connection with an order must be made in writing and delivered to People Driven within such 48-hour period or shall be waived.
6. **RETURNS:** Customer acknowledges that People Driven shall have no obligation to accept returns of any Products ordered by and sold to Customer. People Driven at its sole discretion, may authorize the return of unused Products. Such returns cannot be made without a return authorization in writing issued by People Driven.
7. **TITLE AND RISK OF LOSS:** Unless otherwise specified in the Price Quote, title and risk of loss shall pass to Customer at the time the Products are tendered by each carrier at Customer's facilities, and any loss or damage thereafter shall not relieve Customer from any obligation hereunder. People Driven reserves, and Customer hereby grants to People Driven, a purchase money security interest in the Products, and all proceeds from the sale thereof, until full payment is received for all amounts due and payable by Customer.
8. **WARRANTIES AND REMEDIES:**

Product Warranty: People Driven does not warrant any Product. All Products are provided to Customer by People Driven "AS IS." People Driven will, to the extent allowable, pass through any warranties and indemnifications provided by the manufacturer of the Product. Customer, recognizing that People Driven is not the manufacturer of any Product, expressly waives any claim that Customer may have against People Driven based upon any product liability or infringement or alleged infringement of any patent, copyright, trade secret or other intellectual property right (each a "Claim") with respect to any Product and also waives any right to indemnification from People Driven against any such Claim made against Customer by another. Customer acknowledges that no employee of People Driven or any other party is authorized to make any representation or warranty on behalf of People Driven that is not expressly set forth in this Agreement.

Service Warranty: People Driven represents, warrants and covenants that (i) People Driven shall perform all Services, if any, in accordance with the material specifications set forth in the quote and (ii) the functions and features of the Services and related deliverables shall operate in the manner described in the applicable quote for ninety (90) days from the completion thereof. Notwithstanding anything contained herein to the contrary, to the extent a manufacturer requires Products to be installed by People Driven or such manufacturer in order for a warranty to be valid, neither People Driven nor the product manufacturer shall provide a warranty for any Products which are not installed, as applicable, by People Driven or the product manufacturer. EXCEPT AS SET FORTH HEREIN, PEOPLE DRIVEN MAKES NO OTHER WARRANTIES, WRITTEN OR ORAL. ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARE HEREBY SPECIFICALLY DISCLAIMED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NON-INFRINGEMENT, AND ANY WARRANTY ARISING BY STATUTE, OPERATION OF LAW, COURSE OF DEALING OR PERFORMANCE, OR USAGE OF TRADE.
9. **EXPORT RESTRICTIONS:** Products may be subject to export or resale restriction or regulation, and Customer acknowledges that it will comply with such restrictions and regulations. Any statement as to product country of origin, Export Control Classification Number, or compliance with applicable law (including, without limitation, that products are lead-free or RoHS compliant) is as provided to People Driven by its suppliers, and People Driven does not warrant its accuracy and will not be liable for any error with regard to same.



P ACCEPTANCE OF THE PRICE QUOTE IS MADE ONLY UPON THESE TERMS AND CONDITIONS

- 10. ORDER CANCELLATION:** Product cancellation and/or return is subject to manufacturer restrictions. People Driven will abide by its suppliers' current restrictions for all cancellation and return requests up to and including a No Cancellation or Return policy. Given the market volatility around supply, cost, and pricing of critical components, PDT has the right to cancel orders up to 45 days before shipment. This is consistent with the cancellation rights that OEM's provides to their partners.
- 11. PRICE ADJUSTMENTS:** PDT reserves the right to adjust pricing on orders in the event of increases in component costs, manufacturing costs, tariffs, exchange rate fluctuations, or other external factors beyond the OEM's control that may occur between the order date and the shipment date.
- 12. BILL and HOLD ARRANGEMENT:** From time to time, People Driven, at the request of Customer (email communication being sufficient), maybe asked to hold certain Products, with the acceptance that Customer shall be immediately billed for the Products ("Bill and Hold Products"). The following provisions shall apply to the Bill and Hold Products:
 - i. **Delivery.** The shipment of the Bill and Hold Products to Customer shall take place Ex Works (Incoterms 2020®) People Driven's facility. The Bill and Hold Products shall be deemed delivered upon notice that the Bill and Hold Products are made available to Customer and ready to be placed in use ("Delivery"). Upon notice and Delivery, Customer shall be deemed to have accepted such Delivery. Bill and Hold Products shall be held at People Driven's facility (the "Facility") for no more than 180 days following Delivery (the "Bill and Hold Period"). In the event that for any reason any applicable Bill and Hold Products should remain at the Facility at the conclusion of the Bill and Hold Period, Customer acknowledges and agrees that People Driven shall be entitled to invoice Customer for reasonable storage charges for the applicable Bill and Hold Products until they are no longer held at the Facility, and Customer agrees to pay all such invoices promptly.
 - ii. **Shortage, Claims, and Inspection.** The Bill and Hold Products shall be considered received upon their arrival at Customer's "ship to" location ("Receipt"). Customer shall have the right to inspect the Bill and Hold Products within 48 hours of receipt. Any claims for shortages or other claims in connection with the Bill and Hold Products must be made in writing and delivered to People Driven within such 48-hour period, or such claims shall be deemed waived.
 - iii. **Title and Risk of Loss.** Title and risk of loss of the Bill and Hold Products, as well as any additional liabilities due to events occurring after the time of Delivery, shall pass to the Customer upon Delivery, and any loss or damage thereafter shall be Customer's sole obligation.
 - iv. **Customer agrees that:** (i) Customer has made a fixed commitment to purchase such Bill and Hold Products; (ii) the Bill and Hold Products shall be purchased on the Delivery basis for legitimate business purposes; (iii) Customer shall identify a fixed delivery date for the Bill and Hold Products; and (iv) Customer agrees to be invoiced and to pay such invoice in accordance with the payment terms set forth in this Agreement.



MEMORANDUM

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

DATE: April 1, 2026
TO: Mayor Teich and the Owosso City Council
FROM: Tanya Buckelew, Community Development Director
SUBJECT: CDBG Round 1 – Approval of Contractors’ Quotes #1 for Interior and Exterior Home Improvements

RECOMMENDATION:

Approve Contractors’ Quotes #1 in the amount of \$187,389.21

BACKGROUND:

The City received a CDBG Grant in the amount of \$926,300 for interior and exterior home improvements.

Homeowners have been obtaining quotes for the repairs to their homes and have approved the following contractors:

<u>CLE Construction</u>	
Shiawassee St. (2)	\$29,970.00
Stewart St.	\$35,500.00
Cedar St.	\$33,900.00

<u>Keyes Quality Construction</u>	
Ament St	\$35,873.53

<u>Merkel and Kenney</u>	
Water St.	\$25,900.00

<u>Weather Vane</u>	
Broadway Ave.	\$ 3,843.75
Cass St.	\$22,401.93

More contractors’ quotes and approval requests will be forthcoming.

FISCAL IMPACTS:

None – Grant funds will be paid to the Contractors from 254.200.818.000 CDBGHRGP24

RESOLUTION NO.

**APPROVING CDBG ROUND 1
CONTRACTORS' QUOTES #1 FOR INTERIOR AND EXTERIOR HOME IMPROVEMENTS**

WHEREAS, the City of Owosso received a CDBG Grant in the amount of \$926,300 for interior and exterior home improvements; and

WHEREAS, the homeowners sought out quotes from local general contractors; and

WHEREAS, the homeowners selected the lowest, responsive quote and wish to proceed with their interior and exterior home improvements; and

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

FIRST: It has heretofore determined that it is advisable, necessary and in the public interest to approve Contractors' Quotes #1 for CDBG Grant NDD-2023-37-CDG in the amount of \$187,389.21.

SECOND: The City Manager and the Community Development Director, having been previously designated as authorized signers for the grant, are instructed and authorized to sign homeowner and contractor contracts.

THIRD: The Accounts Payable department is authorized to pay as follows:

CLE Construction

Shiawassee St. (2)	\$29,970.00
Stewart St.	\$35,500.00
Cedar St.	\$33,900.00

Keyes Quality Construction

Ament St	\$35,873.53
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Merkel and Kenney

Water St.	\$25,900.00
-----------	-------------

Weather Vane

Broadway Ave.	\$ 3,843.75
Cass St.	\$22,401.93

FOURTH: The above expenses shall be paid from the Housing & Redevelopment Fund 254-200-818.000 CDBGHRGP24.



MEMORANDUM

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

DATE: March 31, 2026

TO: Mayor Teich and the Owosso City Council

FROM: Tanya Buckelew, Community Development Director

SUBJECT: CDBG Lead Assessment Amendment

RECOMMENDATION:

Recommend approving the amendment to the quote from Environmental Testing & Consulting (etc) for an amount not to exceed \$12,925.00 for lead assessments (\$1,175 per property).

BACKGROUND:

- An additional grant recipient requires a lead assessment for \$1,175 and therefore increasing the total amount to Environmental Testing & Consulting (etc) to \$12,925.00.
- The cost for the lead assessments will be deducted from the \$40,000 available for each home
- There are now 11 homes that require a lead assessment. If lead is found, abatement is required and then lead clearance. Further quotes will be obtained if lead abatement/clearance is required.

FISCAL IMPACTS:

No impact on the budget as this is part of the grant funding.

RESOLUTION NO.

**APPROVING THE AMENDMENT TO LEAD ASSESSMENTS
WITH ENVIRONMENTAL TESTING & CONSULTING (etc)**

WHEREAS, the City of Owosso has been awarded a CDBG Grant for \$926,300 to assist low- to moderate-income residents, owning and occupying permanent single-family homes in funding interior and exterior home improvements to meet code requirements such as roof replacement, windows, plumbing, electrical, mechanical and insulation.

WHEREAS, according to the HUD guidelines, lead assessments are required for various reasons depending on the scope of the projects;

WHEREAS, each household can receive up to \$40,000 for improvements and the cost for lead assessments will be deducted from the \$40,000 available for each home; and

WHEREAS, the City has an additional grant recipient that requires a lead assessment prior to proceeding with the project;

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

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve the amendment to the lead assessment quote with Environmental Testing & Consulting (etc) for an amount not to exceed \$12,925.00 for lead assessments required by CDBG grant #NDD-2023-37-CBD.

SECOND: if lead abatements and lead clearance are required, further quotes will be obtained.



MEMORANDUM

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

DATE: April 6, 2026
TO: Owosso City Council
FROM: Amy Fuller, Assistant City Manager
SUBJECT: General Engineering Services Agreements

RECOMMENDATION:

Approval of four agreements for general engineering services with:

1. Spicer Group (Saginaw, MI)
2. Fleis & Vandenbrink (Grand Blanc, MI)
3. ENG (Lansing, MI)
4. Fishbeck (Lansing, MI)

The above proposed agreements have previously been approved by the City Manager as to substance and form. Individual resolutions approving each of these four agreements appear under the regular order of business.

BACKGROUND:

In 2014, the city of Owosso performed a quality based selection (QBS) process to create a list of three consulting firms pre-qualified to provide general engineering services for the city. These services are necessary to support the city's engineering staff in carrying out duties and responsibilities of the Engineering Department whenever workload demands the addition of a consultant's staff and expertise. This process was necessary to fulfill requirements to receive future federal and state funding through the Michigan Department of Transportation (MDOT), the Michigan Department of Environment, Great Lakes, and Energy (EGLE), and other state agencies. Throughout the following years, some firms were dropped and replaced, and a fourth firm was added.

As it has been over 10 years since the initial selection of firms, staff decided it was in the best interest of the city to undergo another QBS process to select firms. In November 2025, the city of Owosso received written proposals from fifteen engineering firms to provide general engineering services to the city. The proposals were evaluated and scored by a committee of city staff. The criteria used to evaluate the proposals included the firm's reputation, staffing, ability to meet schedule, and budget control. The seven highest-scoring firms were interviewed in person to finalize the rankings. It is recommended to enter into contracts with the four highest-ranked firms. The term for these agreements will be renewed annually through June 30, 2029.

FISCAL IMPACTS:

City staff will request individual quotes from the four firms whenever there is a need for a specific engineering service. These quotes will be evaluated and administered in accordance with the City of Owosso's Purchasing Policy.

ATTACHMENTS:

- (1) Resolution
- (2) Agreements

MASTER PLAN IMPLEMENTATION GOALS: 3.4

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF AGREEMENTS
FOR PROFESSIONAL ENGINEERING SERVICES WITH
SPICER GROUP, INC.
FLEIS & VANDENBRINK ENGINEERING, INC.
ENG., INC.
FISHBECK, INC.**

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

WHEREAS, a quality-based selection process was used to select a group of pre-qualified engineering firms; and

WHEREAS, the Spicer Group, Inc., Fleis & Vandenbrink Engineering Inc., ENG., Inc., and Fishbeck, Inc. have been determined as the most qualified to perform engineering services through this process.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ the firms of Spicer Group, Inc., Fleis & Vandenbrink Engineering Inc., ENG., Inc., and Fishbeck Thompson, Carr & Huber, Inc., to provide professional engineering services for future engineering projects.
- SECOND: The Mayor and City Clerk of the City of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit A, Agreement for Professional Engineering Services with Spicer Group, Inc.
- THIRD: The Mayor and City Clerk of the City of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit B, Agreement for Professional Engineering Services with Fleis & Vandenbrink Engineering Inc.
- FOURTH: The Mayor and City Clerk of the City of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C, Agreement for Professional Engineering Services with ENG., Inc.
- FIFTH: The Mayor and City Clerk of the City of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit D, Agreement for Professional Engineering Services with Fishbeck, Inc.
- SIXTH: The Owosso City Manager is hereby instructed to receive cost proposals from each of these four firms for future projects, and make a recommendation to the City Council for acceptance and award in accordance with the City of Owosso Purchasing Policy for the period of July 1, 2026 through June 30, 2029.

EXHIBIT A TO RESOLUTION ■-2026

**AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
SPICER GROUP, INC.**

THIS IS AN AGREEMENT made on **April 6, 2026**, between the city of Owosso, hereinafter referred to as the "owner," and **Spicer Group, Inc.** with its principal place of business at **230 S Washington Ave, Saginaw, MI 48607** hereinafter referred to as the "engineer."

WHEREAS, the owner intends to accomplish a general engineering services contract for as-needed services, hereinafter referred to as the "project"; and

WHEREAS, the engineer has the necessary personnel and facilities to provide the professional services described; and

WHEREAS, the engineer desires to contract with the owner for rendering professional services for the project;

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, the owner and the engineer do hereby covenant and agree as follows:

**SECTION I - DESCRIPTION OF SERVICES
STATEMENT OF UNDERSTANDING**

1.1 General

1.1.1 The engineer agrees to provide all professional services within a reasonable period of time following the date of authorization to proceed by the owner. A detailed description of services will be specifically set forth by addenda to this agreement.

1.1.2 The engineer agrees to adhere to general conditions listed in Exhibit B – GENERAL CONDITIONS.

1.2 Pertaining to the Engineer's Services

1.2.1 The engineer agrees to perform all services in a thorough and professional manner and to hold the owner harmless from any liens for materials and labor furnished by the engineer in connection with the engineer's work.

1.2.2 The engineer agrees to maintain insurance as specified in EXHIBIT A - INSURANCE COVERAGES.

1.2.3 The engineer intends to render services under this agreement in accordance with generally accepted professional practices for the intended use of the project and makes no warranty either express or implied.

1.2.4 The engineer reserves the right to enter into agreements with other design professionals for portions of the work included under this agreement. Where this sub agreement would represent a major portion of the design work, the engineer shall receive approval of the owner for this sub agreement.

1.2.5 All documents, including drawings and specifications, furnished by the engineer pursuant to this agreement are the instruments of the engineer's services in respect to the project. The engineer grants to the owner a nonexclusive license for the owner's use of the documents on the project. They are not

intended or represented to be suitable for reuse by others on extensions of the project or on any other project. Any reuse without the specific written verification or adaptation by the engineer will be at the owner's sole risk, and without liability or legal exposure to the engineer from all claims, damages, losses and expenses, including attorneys' fees, arising out of or resulting therefrom.

1.2.6 All work product shall become the product of the owner and shall not be made available to any third party by the engineer without the consent of the owner. The engineer shall provide copies of all work product in printed format and computerized format.

1.2.7 Original documents, notes, and the like, except those furnished to the engineer by the owner, represent the engineer's cumulative knowledge and are, and shall remain, the property of the engineer and shall not constitute the work product of this agreement. The owner shall *have* access to these materials, and the engineer shall provide a copy upon written request at cost for reproduction.

1.2.8 Whenever the owner elects to enter into any contract or agreement with any person or entity other than the engineer for the performance of services on the project, the engineer will not be responsible for the acts or omissions of said persons or entity at the site or otherwise performing such services. This includes those parties for whom the engineer is providing coordination. Neither the engineer's authority to act under the contract documents or under this agreement, nor any decision made by the engineer in good faith either to exercise or not exercise such authority, shall *give* rise to any duty or responsibility of the engineer to the *above*, or any of their agents, or employees, or any other person performing any services for the owner.

1.2.9 The engineer has not been retained or compensated to provide design and construction *review* services relating to safety precautions, or to means, methods, techniques, sequences, or procedures, all as may be required for any person or entity other than the engineer to perform their work, including but not limited to shoring, scaffolding, underpinning, temporary retainment of excavations, and any erection methods or temporary bracing methods.

1.2.10 The engineer in no way undertakes to be responsible for any personal injury or property damage occurring to any person or entity arising out of the construction or subsequent operation of this project by any person or entity unless same shall be found to be the result of a design error. In spite of this, if any claims shall be brought against the engineer of that nature, the owner agrees to defend, indemnify and hold harmless the engineer from all claims, damages and expenses including attorneys' fees arising out of such claim, which claim, damages and expenses are the result or attributable to the acts or omissions in whole or in part of any person or entity other than the engineer.

1.2.11 The engineer and the owner hereby agree that the engineer services under this contract do not include the investigation, detection, abatement, materials, or processes containing asbestos. All responsibility with asbestos detection and abatement shall remain with the owner.

The engineer and the owner also agree that the engineer's services under this contract do not include responsibility for mine subsidence, ground water contamination or legal proceedings related to loss of real estate values.

1.3 Pertaining to the Owner

1.3.1 The owner shall provide at the owner's expense (unless the engineer has specifically included them in addenda to this agreement), and in such manner that the engineer may rely upon them in the performance of services under this agreement, all criteria, design, and construction standards including full information as to the owner's requirements for the project insofar as such documents are available to the owner, or in the owner's possession. Such information may include but not be limited to:

- a. a complete survey of the project site, which shall include but not be limited to easements, rights-of-way, encroachments, zoning and deed restrictions, existing buildings and improvements, roads and streets;

- b. soils data, laboratory tests, reports and inspections of samples, materials, or other items, with appropriate professional interpretations;
- c. legal, accounting, financial and insurance counseling services necessary for the project, including legal review of the construction contract documents; and
- d. permits and approvals from any authorities having jurisdiction over the project.

1.3.2 The owner shall designate a person authorized to act as the owner's representative. The owner or the owner's representative shall receive and examine documents submitted by the engineer, and shall be empowered to interpret and define the owner's policies and render decisions and authorizations in writing promptly to prevent unreasonable delay in the progress of the engineer's services.

1.3.3 The owner shall guarantee full and free access for the engineer to enter upon all property required for the performance of the engineer's services under this agreement.

1.3.4 The owner shall give prompt written notice to the engineer whenever the owner observes or otherwise becomes aware of any defect in the project or other event which may substantially affect the engineer's performance of services under this agreement.

SECTION II- COMPENSATION FOR SERVICES

2.1 General

2.1.1 The owner shall compensate the engineer for services rendered under this agreement. The method of compensation for said services shall be as set forth in addenda to this agreement.

2.1.2 Payments for services are due 30 days after their invoiced date, based on actual engineering services furnished, unless another schedule of payments is agreed upon by addenda.

2.1.3 Where the owner disputes some portion of the charges contained in the engineer's bill for services, it shall make payment of that portion of the bill which is undisputed and shall notify the engineer in writing of the reason for the dispute. In no case may the owner elect to withhold payment to the engineer of the entire amount due. This would constitute a failure to make payment.

SECTION III - GENERAL PROVISIONS

3.1 General

3.1.1 This agreement is the result of final negotiations between the owner and the engineer and represents the entire and integrated agreement between the owner and the engineer for the project and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both the owner and the engineer.

3.1.2 Neither party shall hold the other responsible for damages or delay in performance by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other's agents. However, when these delays require additional work to be performed by the engineer, the engineer shall be entitled to additional compensation at the prevailing per diem rates or as otherwise agreed to between the owner and the engineer.

3.1.3 This agreement may be terminated by either party if the other party substantially fails to fulfill its obligations under this agreement through no fault of the terminating party. No such termination may be effected unless the other party is given not less than ten (10) calendar days written notice of intent to terminate and an opportunity for correcting the default, and for consultation with the terminating party before termination. In addition, the owner may terminate this agreement, in whole or in part, for cause (such as for legal or financial reasons, or major changes in the work or program requirements), and the

engineer is given not less than ten (10) calendar days written notice and an opportunity for consultation before termination. If the owner terminates as a result of the engineer's default, any payment due the engineer at the time of termination may be adjusted to the extent of any additional cost the owner incurs due to the engineer's default. If the engineer terminates as a result of the owner's default or the owner terminates for cause, the engineer shall be paid for services performed to the termination date, including reimbursable expenses due. Upon receipt of the terminating action, the engineer shall promptly discontinue all services unless the notice directs otherwise, and upon receipt of final compensation make available to the owner all appropriate documents prepared under the agreement, whether completed or in process.

3.1.4 Unless otherwise specified within this agreement, this agreement shall be governed by the laws the state of Michigan.

3.1.5 In the event any provisions of this agreement or any subsequent Addendum shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

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

Approved April 6, 2026.

For the engineer:
Spicer Group, Inc.

For the owner:
City of Owosso, Michigan

By: _____

By: _____
Robert J. Teich, Jr.
Mayor

By: _____

By: _____
Amy K. Kohagen
City Clerk

Executed: _____, 2026

Executed: _____, 2026

EXHIBIT A

INSURANCE COVERAGES

A. The engineer shall purchase from and maintain in a company or companies lawfully authorized to do business in the state of Michigan such insurance as will protect the owner, its officers, directors, employees, agents, consultants, and volunteers from claims involving the engineer's contractual obligations under this agreement including, but not limited to, the following hold-harmless agreement:

The engineer herein agrees to indemnify, defend and hold harmless the owner, its officers, directors, employees, agents, consultants and volunteers from all losses, claims, liabilities, injuries, damages and expenses, including attorneys' fees, that the owner, its officers, directors, employees, agents, consultants and volunteers may incur by reason of any injury or damage sustained to any person or property (including loss of use) arising out of or occurring in connection with the negligent performance by the engineer of engineer's duties and obligations.

B. The engineer shall obtain and maintain, at the engineer's own expense, engineer's professional liability insurance in the amount of one million dollars (\$1,000,000.00) (including a broad form contractual liability coverage with all coverage retroactive to the earlier date of this agreement or the commencement of the engineer's services in relation to the project) covering personal injury, bodily injury and property damages, said coverage to be maintained for three (3) years after the date of final payment hereunder.

C. The engineer shall maintain at the engineer's own expense comprehensive general liability insurance (including broad-form contractual liability and completed operations, explosions, collapse and underground hazards) in the amount of one million dollars (\$1,000,000.00) covering personal injury, bodily injury and property damage.

D. The engineer shall maintain at the engineer's own expense comprehensive automobile liability insurance, including hired and non-owned vehicles, if any, in the amount of one million dollars (\$1,000,000.00) covering personal injury, bodily injury and property damage.

E. The engineer shall maintain at the engineer's own expense workers' compensation insurance in the amount of the statutory maximum with an employer's liability coverage of at least five hundred thousand dollars (\$500,000.00).

F. The owner and its officers and employees shall be named as additional insured on the engineer's comprehensive general liability and automobile insurance policies.

G. All insurance required by the engineer shall be maintained at the engineer's own expense, from a company or companies lawfully authorized to do business in Michigan and rated at least A by Best's Key Rating Guide. All insurance obtained by the engineer shall incorporate a provision requiring the giving of written notice to the owner at least thirty (30) days prior to the cancellation, renewal or material modification of any such policies by return receipt of United States certified mail. All insurance required by the engineer shall also state that the coverage afforded under the policy or policies shall be primary insurance. Any insurance carried independently by the owner shall be secondary insurance which operates on only an excess or contingent basis.

H. All insurance required of the engineer shall provide that any failure to comply with reporting provisions of the policy shall not affect coverage provided to the owner, its directors, officials, employees, agents, consultants or volunteers.

I. The engineer shall submit valid certificates in form and substance satisfactory to the owner evidencing the effectiveness of the foregoing insurance policies and the required amendatory requirements to each such policy to the owner for the owner's approval before the engineer commences the rendition of any services hereunder.

J. Under no circumstances shall the owner be deemed to have waived any of the insurance requirements of this contract by any action or omission, including but not limited to:

- (1) allowing any work to commence by the engineer before receipt of certificates of insurance;
- (2) failing to review any certificates of insurance received from the engineer; or
- (3) failing to advise the engineer that any certificate of insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner.

The engineer agrees that the obligation to provide the insurance required by these documents is solely the engineer's responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the owner.

K. Nothing contained in this contract is to be construed as limiting the liability of the engineer. The owner does not, in any way, represent that the coverages or limits of insurance specified is sufficient or adequate in each addendum for specific projects to protect the owner, or the engineer, but are merely minimums. The obligations of the engineer to purchase insurance shall not, in any way, limit its obligations to the owner in the event that the owner should suffer an injury or loss in excess of the amount recoverable through insurance, or any loss or portion of a loss which is not covered by the engineer's insurance.

L. In the event the engineer fails to furnish and maintain the insurance required by this contract, the owner may purchase such insurance on behalf of the engineer, and the engineer shall pay the cost thereof to the owner upon demand or shall have such cost deducted from any payments due the engineer. The engineer agrees to furnish to the owner the information needed to obtain such insurance.

**ADDENDUM # TO AN AGREEMENT
FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ENGINEERING FIRM**

This addendum is attached and made part of the agreement for professional engineering services dated **Month Day, Year** between the city of Owosso, Michigan (owner) and **ENGINEERING FIRM** (Engineer) providing for professional services.

NAME OF BID OR PROJECT

PROJECT SCOPE OF WORK

The project scope of work is attached as Section 1: Statement of Understanding and Addenda.

SCHEDULE

The schedule for the project is attached as Addenda: Schedule and Budget Control shown beginning by **Month Day, Year** and be completed by **Month Day, Year**.

COMPENSATION

The cost proposal of the engineer for the project is attached as Addenda: Design Engineering which totals **\$ amount** and Construction Administration **\$ amount**. The engineer shall submit for payment based on monthly progress of the work.

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

Approved Month Day, Year

For the engineer:

ENGINEERING FIRM

For the owner:

City of Owosso, Michigan

By: _____

By: _____

Robert J. Teich Jr.
Mayor

By: _____

By: _____

Amy K. Kohagen
City Clerk

Executed: _____, 2026

Executed: _____, 2026

EXHIBIT B GENERAL CONDITIONS

1. LOCAL PREFERENCE POLICY

The city of Owosso has a local preference policy for the purchase of goods and services. The policy in part states: *A business located within the city limits and paying real or personal property taxes to the city of Owosso will be granted a 6% bid advantage or \$2,500, whichever is less, over a business located outside Shiawassee County. A business located outside the city limits but within Shiawassee County and paying property taxes to the county will be granted a 3% bid advantage or \$2,500, whichever is less, over a business located outside Shiawassee County. The preference also applies to subcontractors performing 25% or more of the work of a general contract.*

2. BID ACCEPTANCE

The city reserves the right to reject any or all proposals. Unless otherwise specified, the city reserves the right to accept any item in the proposal. In case of error in extending the total amount of the bid, the unit prices shall govern.

3. PAYMENT

Unless otherwise stated by the bidder, time, concerning discount offered, will be computed from date of delivery and acceptance at destination or from date correct bill or claim voucher properly certified by the contractor is received. When so stated herein, partial payments, based on a certified approved estimate by the city of materials, supplies or equipment delivered or work done, may be made upon presentation of a properly-executed claim voucher. The final payment will be made by the city when materials, supplies, equipment or the work done have been fully delivered or completed to the full satisfaction of the city.

4. BID DEFAULT

In case of default by the bidder or contractor, the city of Owosso may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.

5. UNIT PRICES

Prices should be stated in units of quantity specified.

6. QUOTED PRICES

Unless otherwise stated by the bidder, prices quoted will be considered as being based on delivery to a designated destination and to include all charges for packing, crating, containers, shipping, etc., and being in strict accordance with specifications and standards as shown.

7. SPECIFIC SPECIFICATION

Wherever a reference is made in the specifications or description of the materials, supplies, equipment, or services required, to a particular trade name, manufacturer's catalog, or model number, the bidder, if awarded a contract or order, will be required to furnish the particular item referred to in strict accordance with the specifications or description unless a departure or substitution is clearly noted and described in the proposal.

8. HOLD CITY HARMLESS

The bidder, if awarded an order or contract, agrees to protect, defend, and save the city harmless against any demand for payment for the use of any patented material, process, article, or device that may enter into the manufacture, construction, or form a part of the work covered by either order or contract. Bidder further agrees to indemnify and save the city harmless from suits or action of every nature and description brought against it, for or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his employees, subcontractors, or agents.

9. COMPETITIVE BIDDING STATUTES

The laws of the state of Michigan, the charter and ordinances of the city of Owosso, as far as they apply to the laws of competitive bidding, contracts and purchases, are made a part hereof.

10. SAMPLES

Samples, when requested, must be furnished free of expense to the city and, if not destroyed, will upon request be returned at the bidder's expense.

11. EQUAL EMPLOYMENT OPPORTUNITY AND OTHER CLAUSES

The contractor shall agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined by Michigan Compiled Statutes, or national origin. This provision shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training including apprenticeship. The contractor further agrees to take affirmative action to ensure equal employment opportunities for persons with disabilities. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of the non-discrimination clause.

LOCAL PREFERENCE POLICY

The following affidavit should be completed if a bidder is located within Shiawassee County or intends to sub-contract more than twenty-five percent (25%) to a Shiawassee County based business: The city of Owosso has a local preference policy for the purchase of goods and services as recorded in the city ordinance in section 2-348. "Lowest qualified bidder" defined.

1. The term "lowest qualified bidder," as used in this division, shall mean the lowest bidder having qualifications to perform the work which are satisfactory to the council. The lowest bidder shall be determined based on an adjusted bid tabulation which shall be prepared in the following manner: To the bid of any bidder which is neither a city-based business nor a county-based business shall be added an amount equal to six (6) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less.
2. To the bid of any bidder which is a county-based business shall be added an amount equal to three (3) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less; provided, however, that if no bid is received from a city-based business, no additional amount shall be added to the bid of a county-based business.
3. "Owosso-based business" shall be interpreted to mean a business registered with the county clerk or a corporation registered with the state having a business address within the city limits which pays real and/or personal property taxes levied by the city.

The term "county-based business" shall be interpreted to mean a business other than a city-based business registered with the county clerk or a corporation registered with the state having a business address within the county which pays real and/or personal property taxes levied by the county.

4. If twenty-five (25) percent or more of a contract for construction or other services is to be subcontracted by a city-based business bidder to a non-city-based business or businesses, or by a county-based business bidder to a non-county-based business or businesses, the adjusted bid shall be calculated by applying the provisions of this section separately to each portion of the contract based on the status of the contractor or subcontractor performing that portion of the contract as a city-based or county-based business.

AFFIDAVIT

In accordance with Section 2-348 of the Owosso city code, the bid from a business located in Shiawassee County shall be adjusted to reflect a preference. In order for the city to calculate the adjustment, the bidder hereby deposes and states that their business address is registered, and is currently paying real and/or personal property taxes in Shiawassee County at the following address:

Registered business address

The affiant further deposes and states that a sub-contract with a business registered, and paying real and/or personal property taxes in Shiawassee County will be executed for a percentage equal to or greater than twenty-five percent (25%) as stated below:

Business name and address of sub-contractor

Percentage of contract

Authorized signature

Date

Title

Company name

LEGAL STATUS OF THE BIDDER

On behalf of **FIRM NAME**, the undersigned acknowledges that this proposal is subject to the General Conditions and the General Specifications included in the contract documents. The undersigned certifies that he is an official legally authorized to bind his firm and to enter into a contract should the city accept their proposal. In submitting this proposal, it is understood that the right is reserved by the CITY to reject any and all proposals and waive any irregularities in the request for proposal process. The CITY may award this contract based on any combination of the total bid and/or alternates.

Bid proposal by (Name of Firm):

Please check the appropriate box and USE CORRECT LEGAL NAME.

Corporation State of Incorporation:

Partnership List of names:

DBA State full name:

Other Explain:

Signature of Vendor:

Title:

Signature of Vendor:

Title:

Address:

City, Zip:

Telephone:

Email Address:

Signed this Day of 2026

Bidder acknowledges receipt of the following Addenda:

ADDENDUM NO: BIDDER'S INITIALS:

W-9 INFORMATION FOR LEGAL STATUS

Sole proprietor. Enter your individual name as shown on your income tax return on the “Name” line. You may enter your business, trade, or “doing business as (DBA)” name on the “Business name/disregarded entity name” line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the “Name” line and any business, trade, or “doing business as (DBA) name” on the “Business name/disregarded entity name” line.

Disregarded entity. Enter the owner's name on the “Name” line. The name of the entity entered on the “Name” line should never be a disregarded entity. The name on the “Name” line must be the name shown on the income tax return on which the income will be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a domestic owner, the domestic owner's name is required to be provided on the “Name” line. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on the “Business name/disregarded entity name” line. If the owner of the disregarded entity is a foreign person, you must complete an appropriate Form W-8.

Note. Check the appropriate box for the federal tax classification of the person whose name is entered on the “Name” line (Individual/sole proprietor, Partnership, C Corporation, S Corporation, Trust/estate).

Limited Liability Company (LLC). If the person identified on the “Name” line is an LLC, check the “Limited liability company” box only and enter the appropriate code for the tax classification in the space provided. If you are an LLC that is treated as a partnership for federal tax purposes, enter “P” for partnership. If you are an LLC that has filed a Form 8832 or a Form 2553 to be taxed as a corporation, enter “C” for C corporation or “S” for S corporation. If you are an LLC that is disregarded as an entity separate from its owner under Regulation section 301.7701-3 (except for employment and excise tax), do not check the LLC box unless the owner of the LLC (required to be identified on the “Name” line) is another LLC that is not disregarded for federal tax purposes. If the LLC is disregarded as an entity separate from its owner, enter the appropriate tax classification of the owner identified on the “Name” line.

Other entities. Enter your business name as shown on required federal tax documents on the “Name” line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the “Business name/disregarded entity name” line.

Please see attached W-9 Request for Taxpayer Identification Number and Certification form for a detailed explanation on filling out the W-9 form.

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶ _____	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number	
[] [] [] []	- [] [] - [] [] [] [] [] []
Employer identification number	
[] [] [] []	- [] [] [] [] [] [] [] [] [] [] [] []

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

EXHIBIT B TO RESOLUTION ■-2026

**AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
FLEIS & VANDENBRINK ENGINEERING, INC.**

THIS IS AN AGREEMENT made on **April 6, 2026** between the city of Owosso, hereinafter referred to as the "owner," and **Fleis & Vandenbrink Engineering, Inc.** with its principal place of business at **9475 Holly Road, Ste 201, Grand Blanc, MI 48439** hereinafter referred to as the "engineer."

WHEREAS, the owner intends to accomplish a general engineering services contract for as-needed services, hereinafter referred to as the "project"; and

WHEREAS, the engineer has the necessary personnel and facilities to provide the professional services described; and

WHEREAS, the engineer desires to contract with the owner for rendering professional services for the project;

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, the owner and the engineer do hereby covenant and agree as follows:

**SECTION I - DESCRIPTION OF SERVICES
STATEMENT OF UNDERSTANDING**

1.1 General

1.1.1 The engineer agrees to provide all professional services within a reasonable period of time following the date of authorization to proceed by the owner. A detailed description of services will be specifically set forth by addenda to this agreement.

1.1.2 The engineer agrees to adhere to general conditions listed in Exhibit B – GENERAL CONDITIONS.

1.2 Pertaining to the Engineer's Services

1.2.1 The engineer agrees to perform all services in a thorough and professional manner and to hold the owner harmless from any liens for materials and labor furnished by the engineer in connection with the engineer's work.

1.2.2 The engineer agrees to maintain insurance as specified in EXHIBIT A - INSURANCE COVERAGES.

1.2.3 The engineer intends to render services under this agreement in accordance with generally accepted professional practices for the intended use of the project and makes no warranty either express or implied.

1.2.4 The engineer reserves the right to enter into agreements with other design professionals for portions of the work included under this agreement. Where this sub agreement would represent a major portion of the design work, the engineer shall receive approval of the owner for this sub agreement.

1.2.5 All documents, including drawings and specifications, furnished by the engineer pursuant to this agreement are the instruments of the engineer's services in respect to the project. The engineer grants to the owner a nonexclusive license for the owner's use of the documents on the project. They are not

intended or represented to be suitable for reuse by others on extensions of the project or on any other project. Any reuse without the specific written verification or adaptation by the engineer will be at the owner's sole risk, and without liability or legal exposure to the engineer from all claims, damages, losses and expenses, including attorneys' fees, arising out of or resulting therefrom.

1.2.6 All work product shall become the product of the owner and shall not be made available to any third party by the engineer without the consent of the owner. The engineer shall provide copies of all work product in printed format and computerized format.

1.2.7 Original documents, notes, and the like, except those furnished to the engineer by the owner, represent the engineer's cumulative knowledge and are, and shall remain, the property of the engineer and shall not constitute the work product of this agreement. The owner shall *have* access to these materials, and the engineer shall provide a copy upon written request at cost for reproduction.

1.2.8 Whenever the owner elects to enter into any contract or agreement with any person or entity other than the engineer for the performance of services on the project, the engineer will not be responsible for the acts or omissions of said persons or entity at the site or otherwise performing such services. This includes those parties for whom the engineer is providing coordination. Neither the engineer's authority to act under the contract documents or under this agreement, nor any decision made by the engineer in good faith either to exercise or not exercise such authority, shall *give* rise to any duty or responsibility of the engineer to the *above*, or any of their agents, or employees, or any other person performing any services for the owner.

1.2.9 The engineer has not been retained or compensated to provide design and construction *review* services relating to safety precautions, or to means, methods, techniques, sequences, or procedures, all as may be required for any person or entity other than the engineer to perform their work, including but not limited to shoring, scaffolding, underpinning, temporary retainment of excavations, and any erection methods or temporary bracing methods.

1.2.10 The engineer in no way undertakes to be responsible for any personal injury or property damage occurring to any person or entity arising out of the construction or subsequent operation of this project by any person or entity unless same shall be found to be the result of a design error. In spite of this, if any claims shall be brought against the engineer of that nature, the owner agrees to defend, indemnify and hold harmless the engineer from all claims, damages and expenses including attorneys' fees arising out of such claim, which claim, damages and expenses are the result or attributable to the acts or omissions in whole or in part of any person or entity other than the engineer.

1.2.11 The engineer and the owner hereby agree that the engineer services under this contract do not include the investigation, detection, abatement, materials, or processes containing asbestos. All responsibility with asbestos detection and abatement shall remain with the owner.

The engineer and the owner also agree that the engineer's services under this contract do not include responsibility for mine subsidence, ground water contamination or legal proceedings related to loss of real estate values.

1.3 Pertaining to the Owner

1.3.1 The owner shall provide at the owner's expense (unless the engineer has specifically included them in addenda to this agreement), and in such manner that the engineer may rely upon them in the performance of services under this agreement, all criteria, design, and construction standards including full information as to the owner's requirements for the project insofar as such documents are available to the owner, or in the owner's possession. Such information may include but not be limited to:

- a. a complete survey of the project site, which shall include but not be limited to easements, rights-of-way, encroachments, zoning and deed restrictions, existing buildings and improvements, roads and streets;

- b. soils data, laboratory tests, reports and inspections of samples, materials, or other items, with appropriate professional interpretations;
- c. legal, accounting, financial and insurance counseling services necessary for the project, including legal review of the construction contract documents; and
- d. permits and approvals from any authorities having jurisdiction over the project.

1.3.2 The owner shall designate a person authorized to act as the owner's representative. The owner or the owner's representative shall receive and examine documents submitted by the engineer, and shall be empowered to interpret and define the owner's policies and render decisions and authorizations in writing promptly to prevent unreasonable delay in the progress of the engineer's services.

1.3.3 The owner shall guarantee full and free access for the engineer to enter upon all property required for the performance of the engineer's services under this agreement.

1.3.4 The owner shall give prompt written notice to the engineer whenever the owner observes or otherwise becomes aware of any defect in the project or other event which may substantially affect the engineer's performance of services under this agreement.

SECTION II- COMPENSATION FOR SERVICES

2.1 General

2.1.1 The owner shall compensate the engineer for services rendered under this agreement. The method of compensation for said services shall be as set forth in addenda to this agreement.

2.1.2 Payments for services are due 30 days after their invoiced date, based on actual engineering services furnished, unless another schedule of payments is agreed upon by addenda.

2.1.3 Where the owner disputes some portion of the charges contained in the engineer's bill for services, it shall make payment of that portion of the bill which is undisputed and shall notify the engineer in writing of the reason for the dispute. In no case may the owner elect to withhold payment to the engineer of the entire amount due. This would constitute a failure to make payment.

SECTION III - GENERAL PROVISIONS

3.1 General

3.1.1 This agreement is the result of final negotiations between the owner and the engineer and represents the entire and integrated agreement between the owner and the engineer for the project and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both the owner and the engineer.

3.1.2 Neither party shall hold the other responsible for damages or delay in performance by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other's agents. However, when these delays require additional work to be performed by the engineer, the engineer shall be entitled to additional compensation at the prevailing per diem rates or as otherwise agreed to between the owner and the engineer.

3.1.3 This agreement may be terminated by either party if the other party substantially fails to fulfill its obligations under this agreement through no fault of the terminating party. No such termination may be effected unless the other party is given not less than ten (10) calendar days written notice of intent to terminate and an opportunity for correcting the default, and for consultation with the terminating party before termination. In addition, the owner may terminate this agreement, in whole or in part, for cause (such as for legal or financial reasons, or major changes in the work or program requirements), and the

engineer is given not less than ten (10) calendar days written notice and an opportunity for consultation before termination. If the owner terminates as a result of the engineer's default, any payment due the engineer at the time of termination may be adjusted to the extent of any additional cost the owner incurs due to the engineer's default. If the engineer terminates as a result of the owner's default or the owner terminates for cause, the engineer shall be paid for services performed to the termination date, including reimbursable expenses due. Upon receipt of the terminating action, the engineer shall promptly discontinue all services unless the notice directs otherwise, and upon receipt of final compensation make available to the owner all appropriate documents prepared under the agreement, whether completed or in process.

3.1.4 Unless otherwise specified within this agreement, this agreement shall be governed by the laws the state of Michigan.

3.1.5 In the event any provisions of this agreement or any subsequent Addendum shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

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

Approved **MONTH DAY, YEAR.**

For the engineer:
ENGINEERING FIRM

For the owner:
City of Owosso, Michigan

By: _____

By: _____
Robert J. Teich, Jr.
Mayor

By: _____

By: _____
Amy K. Kohagen
City Clerk

Executed: _____, 2026

Executed: _____, 2026

EXHIBIT A

INSURANCE COVERAGES

A. The engineer shall purchase from and maintain in a company or companies lawfully authorized to do business in the state of Michigan such insurance as will protect the owner, its officers, directors, employees, agents, consultants, and volunteers from claims involving the engineer's contractual obligations under this agreement including, but not limited to, the following hold-harmless agreement:

The engineer herein agrees to indemnify, defend and hold harmless the owner, its officers, directors, employees, agents, consultants and volunteers from all losses, claims, liabilities, injuries, damages and expenses, including attorneys' fees, that the owner, its officers, directors, employees, agents, consultants and volunteers may incur by reason of any injury or damage sustained to any person or property (including loss of use) arising out of or occurring in connection with the negligent performance by the engineer of engineer's duties and obligations.

B. The engineer shall obtain and maintain, at the engineer's own expense, engineer's professional liability insurance in the amount of one million dollars (\$1,000,000.00) (including a broad form contractual liability coverage with all coverage retroactive to the earlier date of this agreement or the commencement of the engineer's services in relation to the project) covering personal injury, bodily injury and property damages, said coverage to be maintained for three (3) years after the date of final payment hereunder.

C. The engineer shall maintain at the engineer's own expense comprehensive general liability insurance (including broad-form contractual liability and completed operations, explosions, collapse and underground hazards) in the amount of one million dollars (\$1,000,000.00) covering personal injury, bodily injury and property damage.

D. The engineer shall maintain at the engineer's own expense comprehensive automobile liability insurance, including hired and non-owned vehicles, if any, in the amount of one million dollars (\$1,000,000.00) covering personal injury, bodily injury and property damage.

E. The engineer shall maintain at the engineer's own expense workers' compensation insurance in the amount of the statutory maximum with an employer's liability coverage of at least five hundred thousand dollars (\$500,000.00).

F. The owner and its officers and employees shall be named as additional insured on the engineer's comprehensive general liability and automobile insurance policies.

G. All insurance required by the engineer shall be maintained at the engineer's own expense, from a company or companies lawfully authorized to do business in Michigan and rated at least A by Best's Key Rating Guide. All insurance obtained by the engineer shall incorporate a provision requiring the giving of written notice to the owner at least thirty (30) days prior to the cancellation, renewal or material modification of any such policies by return receipt of United States certified mail. All insurance required by the engineer shall also state that the coverage afforded under the policy or policies shall be primary insurance. Any insurance carried independently by the owner shall be secondary insurance which operates on only an excess or contingent basis.

H. All insurance required of the engineer shall provide that any failure to comply with reporting provisions of the policy shall not affect coverage provided to the owner, its directors, officials, employees, agents, consultants or volunteers.

I. The engineer shall submit valid certificates in form and substance satisfactory to the owner evidencing the effectiveness of the foregoing insurance policies and the required amendatory requirements to each such policy to the owner for the owner's approval before the engineer commences the rendition of any services hereunder.

J. Under no circumstances shall the owner be deemed to have waived any of the insurance requirements of this contract by any action or omission, including but not limited to:

- (1) allowing any work to commence by the engineer before receipt of certificates of insurance;
- (2) failing to review any certificates of insurance received from the engineer; or
- (3) failing to advise the engineer that any certificate of insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner.

The engineer agrees that the obligation to provide the insurance required by these documents is solely the engineer's responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the owner.

K. Nothing contained in this contract is to be construed as limiting the liability of the engineer. The owner does not, in any way, represent that the coverages or limits of insurance specified is sufficient or adequate in each addendum for specific projects to protect the owner, or the engineer, but are merely minimums. The obligations of the engineer to purchase insurance shall not, in any way, limit its obligations to the owner in the event that the owner should suffer an injury or loss in excess of the amount recoverable through insurance, or any loss or portion of a loss which is not covered by the engineer's insurance.

L. In the event the engineer fails to furnish and maintain the insurance required by this contract, the owner may purchase such insurance on behalf of the engineer, and the engineer shall pay the cost thereof to the owner upon demand or shall have such cost deducted from any payments due the engineer. The engineer agrees to furnish to the owner the information needed to obtain such insurance.

**ADDENDUM # TO AN AGREEMENT
FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ENGINEERING FIRM**

This addendum is attached and made part of the agreement for professional engineering services dated **Month Day, Year** between the city of Owosso, Michigan (owner) and **ENGINEERING FIRM** (Engineer) providing for professional services.

NAME OF BID OR PROJECT

PROJECT SCOPE OF WORK

The project scope of work is attached as Section 1: Statement of Understanding and Addenda.

SCHEDULE

The schedule for the project is attached as Addenda: Schedule and Budget Control shown beginning by **Month Day, Year** and be completed by **Month Day, Year**.

COMPENSATION

The cost proposal of the engineer for the project is attached as Addenda: Design Engineering which totals **\$ amount** and Construction Administration **\$ amount**. The engineer shall submit for payment based on monthly progress of the work.

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

Approved Month Day, Year

For the engineer:

ENGINEERING FIRM

For the owner:

City of Owosso, Michigan

By: _____

By: _____

Robert J. Teich Jr.
Mayor

By: _____

By: _____

Amy K. Kohagen
City Clerk

Executed: _____, 2026

Executed: _____, 2026

EXHIBIT B GENERAL CONDITIONS

1. LOCAL PREFERENCE POLICY

The city of Owosso has a local preference policy for the purchase of goods and services. The policy in part states: *A business located within the city limits and paying real or personal property taxes to the city of Owosso will be granted a 6% bid advantage or \$2,500, whichever is less, over a business located outside Shiawassee County. A business located outside the city limits but within Shiawassee County and paying property taxes to the county will be granted a 3% bid advantage or \$2,500, whichever is less, over a business located outside Shiawassee County. The preference also applies to subcontractors performing 25% or more of the work of a general contract.*

2. BID ACCEPTANCE

The city reserves the right to reject any or all proposals. Unless otherwise specified, the city reserves the right to accept any item in the proposal. In case of error in extending the total amount of the bid, the unit prices shall govern.

3. PAYMENT

Unless otherwise stated by the bidder, time, concerning discount offered, will be computed from date of delivery and acceptance at destination or from date correct bill or claim voucher properly certified by the contractor is received. When so stated herein, partial payments, based on a certified approved estimate by the city of materials, supplies or equipment delivered or work done, may be made upon presentation of a properly-executed claim voucher. The final payment will be made by the city when materials, supplies, equipment or the work done have been fully delivered or completed to the full satisfaction of the city.

4. BID DEFAULT

In case of default by the bidder or contractor, the city of Owosso may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.

5. UNIT PRICES

Prices should be stated in units of quantity specified.

6. QUOTED PRICES

Unless otherwise stated by the bidder, prices quoted will be considered as being based on delivery to a designated destination and to include all charges for packing, crating, containers, shipping, etc., and being in strict accordance with specifications and standards as shown.

7. SPECIFIC SPECIFICATION

Wherever a reference is made in the specifications or description of the materials, supplies, equipment, or services required, to a particular trade name, manufacturer's catalog, or model number, the bidder, if awarded a contract or order, will be required to furnish the particular item referred to in strict accordance with the specifications or description unless a departure or substitution is clearly noted and described in the proposal.

8. HOLD CITY HARMLESS

The bidder, if awarded an order or contract, agrees to protect, defend, and save the city harmless against any demand for payment for the use of any patented material, process, article, or device that may enter into the manufacture, construction, or form a part of the work covered by either order or contract. Bidder further agrees to indemnify and save the city harmless from suits or action of every nature and description brought against it, for or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his employees, subcontractors, or agents.

9. COMPETITIVE BIDDING STATUTES

The laws of the state of Michigan, the charter and ordinances of the city of Owosso, as far as they apply to the laws of competitive bidding, contracts and purchases, are made a part hereof.

10. SAMPLES

Samples, when requested, must be furnished free of expense to the city and, if not destroyed, will upon request be returned at the bidder's expense.

11. EQUAL EMPLOYMENT OPPORTUNITY AND OTHER CLAUSES

The contractor shall agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined by Michigan Compiled Statutes, or national origin. This provision shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training including apprenticeship. The contractor further agrees to take affirmative action to ensure equal employment opportunities for persons with disabilities. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of the non-discrimination clause.

LOCAL PREFERENCE POLICY

The following affidavit should be completed if a bidder is located within Shiawassee County or intends to sub-contract more than twenty-five percent (25%) to a Shiawassee County based business: The city of Owosso has a local preference policy for the purchase of goods and services as recorded in the city ordinance in section 2-348. "Lowest qualified bidder" defined.

1. The term "lowest qualified bidder," as used in this division, shall mean the lowest bidder having qualifications to perform the work which are satisfactory to the council. The lowest bidder shall be determined based on an adjusted bid tabulation which shall be prepared in the following manner: To the bid of any bidder which is neither a city-based business nor a county-based business shall be added an amount equal to six (6) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less.
2. To the bid of any bidder which is a county-based business shall be added an amount equal to three (3) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less; provided, however, that if no bid is received from a city-based business, no additional amount shall be added to the bid of a county-based business.
3. "Owosso-based business" shall be interpreted to mean a business registered with the county clerk or a corporation registered with the state having a business address within the city limits which pays real and/or personal property taxes levied by the city.

The term "county-based business" shall be interpreted to mean a business other than a city-based business registered with the county clerk or a corporation registered with the state having a business address within the county which pays real and/or personal property taxes levied by the county.

4. If twenty-five (25) percent or more of a contract for construction or other services is to be subcontracted by a city-based business bidder to a non-city-based business or businesses, or by a county-based business bidder to a non-county-based business or businesses, the adjusted bid shall be calculated by applying the provisions of this section separately to each portion of the contract based on the status of the contractor or subcontractor performing that portion of the contract as a city-based or county-based business.

AFFIDAVIT

In accordance with Section 2-348 of the Owosso city code, the bid from a business located in Shiawassee County shall be adjusted to reflect a preference. In order for the city to calculate the adjustment, the bidder hereby deposes and states that their business address is registered, and is currently paying real and/or personal property taxes in Shiawassee County at the following address:

Registered business address

The affiant further deposes and states that a sub-contract with a business registered, and paying real and/or personal property taxes in Shiawassee County will be executed for a percentage equal to or greater than twenty-five percent (25%) as stated below:

Business name and address of sub-contractor

Percentage of contract

Authorized signature

Date

Title

Company name

LEGAL STATUS OF THE BIDDER

On behalf of **FIRM NAME**, the undersigned acknowledges that this proposal is subject to the General Conditions and the General Specifications included in the contract documents. The undersigned certifies that he is an official legally authorized to bind his firm and to enter into a contract should the city accept their proposal. In submitting this proposal, it is understood that the right is reserved by the CITY to reject any and all proposals and waive any irregularities in the request for proposal process. The CITY may award this contract based on any combination of the total bid and/or alternates.

Bid proposal by (Name of Firm):

Please check the appropriate box and USE CORRECT LEGAL NAME.

Corporation State of Incorporation:

Partnership List of names:

DBA State full name:

Other Explain:

Signature of Vendor:

Title:

Signature of Vendor:

Title:

Address:

City, Zip:

Telephone:

Email Address:

Signed this Day of 2026

Bidder acknowledges receipt of the following Addenda:

ADDENDUM NO: BIDDER'S INITIALS:

W-9 INFORMATION FOR LEGAL STATUS

Sole proprietor. Enter your individual name as shown on your income tax return on the “Name” line. You may enter your business, trade, or “doing business as (DBA)” name on the “Business name/disregarded entity name” line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the “Name” line and any business, trade, or “doing business as (DBA) name” on the “Business name/disregarded entity name” line.

Disregarded entity. Enter the owner's name on the “Name” line. The name of the entity entered on the “Name” line should never be a disregarded entity. The name on the “Name” line must be the name shown on the income tax return on which the income will be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a domestic owner, the domestic owner's name is required to be provided on the “Name” line. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on the “Business name/disregarded entity name” line. If the owner of the disregarded entity is a foreign person, you must complete an appropriate Form W-8.

Note. Check the appropriate box for the federal tax classification of the person whose name is entered on the “Name” line (Individual/sole proprietor, Partnership, C Corporation, S Corporation, Trust/estate).

Limited Liability Company (LLC). If the person identified on the “Name” line is an LLC, check the “Limited liability company” box only and enter the appropriate code for the tax classification in the space provided. If you are an LLC that is treated as a partnership for federal tax purposes, enter “P” for partnership. If you are an LLC that has filed a Form 8832 or a Form 2553 to be taxed as a corporation, enter “C” for C corporation or “S” for S corporation. If you are an LLC that is disregarded as an entity separate from its owner under Regulation section 301.7701-3 (except for employment and excise tax), do not check the LLC box unless the owner of the LLC (required to be identified on the “Name” line) is another LLC that is not disregarded for federal tax purposes. If the LLC is disregarded as an entity separate from its owner, enter the appropriate tax classification of the owner identified on the “Name” line.

Other entities. Enter your business name as shown on required federal tax documents on the “Name” line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the “Business name/disregarded entity name” line.

Please see attached W-9 Request for Taxpayer Identification Number and Certification form for a detailed explanation on filling out the W-9 form.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

EXHIBIT C TO RESOLUTION ■-2026

**AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ENG., INC.**

THIS IS AN AGREEMENT made on **April 6, 2026** between the city of Owosso, hereinafter referred to as the "owner," and **ENG. Inc.**, with its principal place of business at **4063 Grand Oak Drive, A109, Lansing, MI 48911** hereinafter referred to as the "engineer."

WHEREAS, the owner intends to accomplish a general engineering services contract for as-needed services, hereinafter referred to as the "project"; and

WHEREAS, the engineer has the necessary personnel and facilities to provide the professional services described; and

WHEREAS, the engineer desires to contract with the owner for rendering professional services for the project;

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, the owner and the engineer do hereby covenant and agree as follows:

**SECTION I - DESCRIPTION OF SERVICES
STATEMENT OF UNDERSTANDING**

1.1 General

1.1.1 The engineer agrees to provide all professional services within a reasonable period of time following the date of authorization to proceed by the owner. A detailed description of services will be specifically set forth by addenda to this agreement.

1.1.2 The engineer agrees to adhere to general conditions listed in Exhibit B – GENERAL CONDITIONS.

1.2 Pertaining to the Engineer's Services

1.2.1 The engineer agrees to perform all services in a thorough and professional manner and to hold the owner harmless from any liens for materials and labor furnished by the engineer in connection with the engineer's work.

1.2.2 The engineer agrees to maintain insurance as specified in EXHIBIT A - INSURANCE COVERAGES.

1.2.3 The engineer intends to render services under this agreement in accordance with generally accepted professional practices for the intended use of the project and makes no warranty either express or implied.

1.2.4 The engineer reserves the right to enter into agreements with other design professionals for portions of the work included under this agreement. Where this sub agreement would represent a major portion of the design work, the engineer shall receive approval of the owner for this sub agreement.

1.2.5 All documents, including drawings and specifications, furnished by the engineer pursuant to this agreement are the instruments of the engineer's services in respect to the project. The engineer grants to the owner a nonexclusive license for the owner's use of the documents on the project. They are not

intended or represented to be suitable for reuse by others on extensions of the project or on any other project. Any reuse without the specific written verification or adaptation by the engineer will be at the owner's sole risk, and without liability or legal exposure to the engineer from all claims, damages, losses and expenses, including attorneys' fees, arising out of or resulting therefrom.

1.2.6 All work product shall become the product of the owner and shall not be made available to any third party by the engineer without the consent of the owner. The engineer shall provide copies of all work product in printed format and computerized format.

1.2.7 Original documents, notes, and the like, except those furnished to the engineer by the owner, represent the engineer's cumulative knowledge and are, and shall remain, the property of the engineer and shall not constitute the work product of this agreement. The owner shall *have* access to these materials, and the engineer shall provide a copy upon written request at cost for reproduction.

1.2.8 Whenever the owner elects to enter into any contract or agreement with any person or entity other than the engineer for the performance of services on the project, the engineer will not be responsible for the acts or omissions of said persons or entity at the site or otherwise performing such services. This includes those parties for whom the engineer is providing coordination. Neither the engineer's authority to act under the contract documents or under this agreement, nor any decision made by the engineer in good faith either to exercise or not exercise such authority, shall *give* rise to any duty or responsibility of the engineer to the *above*, or any of their agents, or employees, or any other person performing any services for the owner.

1.2.9 The engineer has not been retained or compensated to provide design and construction *review* services relating to safety precautions, or to means, methods, techniques, sequences, or procedures, all as may be required for any person or entity other than the engineer to perform their work, including but not limited to shoring, scaffolding, underpinning, temporary retainment of excavations, and any erection methods or temporary bracing methods.

1.2.10 The engineer in no way undertakes to be responsible for any personal injury or property damage occurring to any person or entity arising out of the construction or subsequent operation of this project by any person or entity unless same shall be found to be the result of a design error. In spite of this, if any claims shall be brought against the engineer of that nature, the owner agrees to defend, indemnify and hold harmless the engineer from all claims, damages and expenses including attorneys' fees arising out of such claim, which claim, damages and expenses are the result or attributable to the acts or omissions in whole or in part of any person or entity other than the engineer.

1.2.11 The engineer and the owner hereby agree that the engineer services under this contract do not include the investigation, detection, abatement, materials, or processes containing asbestos. All responsibility with asbestos detection and abatement shall remain with the owner.

The engineer and the owner also agree that the engineer's services under this contract do not include responsibility for mine subsidence, ground water contamination or legal proceedings related to loss of real estate values.

1.3 Pertaining to the Owner

1.3.1 The owner shall provide at the owner's expense (unless the engineer has specifically included them in addenda to this agreement), and in such manner that the engineer may rely upon them in the performance of services under this agreement, all criteria, design, and construction standards including full information as to the owner's requirements for the project insofar as such documents are available to the owner, or in the owner's possession. Such information may include but not be limited to:

- a. a complete survey of the project site, which shall include but not be limited to easements, rights-of-way, encroachments, zoning and deed restrictions, existing buildings and improvements, roads and streets;

- b. soils data, laboratory tests, reports and inspections of samples, materials, or other items, with appropriate professional interpretations;
- c. legal, accounting, financial and insurance counseling services necessary for the project, including legal review of the construction contract documents; and
- d. permits and approvals from any authorities having jurisdiction over the project.

1.3.2 The owner shall designate a person authorized to act as the owner's representative. The owner or the owner's representative shall receive and examine documents submitted by the engineer, and shall be empowered to interpret and define the owner's policies and render decisions and authorizations in writing promptly to prevent unreasonable delay in the progress of the engineer's services.

1.3.3 The owner shall guarantee full and free access for the engineer to enter upon all property required for the performance of the engineer's services under this agreement.

1.3.4 The owner shall give prompt written notice to the engineer whenever the owner observes or otherwise becomes aware of any defect in the project or other event which may substantially affect the engineer's performance of services under this agreement.

SECTION II- COMPENSATION FOR SERVICES

2.1 General

2.1.1 The owner shall compensate the engineer for services rendered under this agreement. The method of compensation for said services shall be as set forth in addenda to this agreement.

2.1.2 Payments for services are due 30 days after their invoiced date, based on actual engineering services furnished, unless another schedule of payments is agreed upon by addenda.

2.1.3 Where the owner disputes some portion of the charges contained in the engineer's bill for services, it shall make payment of that portion of the bill which is undisputed and shall notify the engineer in writing of the reason for the dispute. In no case may the owner elect to withhold payment to the engineer of the entire amount due. This would constitute a failure to make payment.

SECTION III - GENERAL PROVISIONS

3.1 General

3.1.1 This agreement is the result of final negotiations between the owner and the engineer and represents the entire and integrated agreement between the owner and the engineer for the project and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both the owner and the engineer.

3.1.2 Neither party shall hold the other responsible for damages or delay in performance by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other's agents. However, when these delays require additional work to be performed by the engineer, the engineer shall be entitled to additional compensation at the prevailing per diem rates or as otherwise agreed to between the owner and the engineer.

3.1.3 This agreement may be terminated by either party if the other party substantially fails to fulfill its obligations under this agreement through no fault of the terminating party. No such termination may be effected unless the other party is given not less than ten (10) calendar days written notice of intent to terminate and an opportunity for correcting the default, and for consultation with the terminating party before termination. In addition, the owner may terminate this agreement, in whole or in part, for cause (such as for legal or financial reasons, or major changes in the work or program requirements), and the

engineer is given not less than ten (10) calendar days written notice and an opportunity for consultation before termination. If the owner terminates as a result of the engineer's default, any payment due the engineer at the time of termination may be adjusted to the extent of any additional cost the owner incurs due to the engineer's default. If the engineer terminates as a result of the owner's default or the owner terminates for cause, the engineer shall be paid for services performed to the termination date, including reimbursable expenses due. Upon receipt of the terminating action, the engineer shall promptly discontinue all services unless the notice directs otherwise, and upon receipt of final compensation make available to the owner all appropriate documents prepared under the agreement, whether completed or in process.

3.1.4 Unless otherwise specified within this agreement, this agreement shall be governed by the laws the state of Michigan.

3.1.5 In the event any provisions of this agreement or any subsequent Addendum shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

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

Approved **MONTH DAY, YEAR.**

For the engineer:
ENGINEERING FIRM

For the owner:
City of Owosso, Michigan

By: _____

By: _____
Robert J. Teich, Jr.
Mayor

By: _____

By: _____
Amy K. Kohagen
City Clerk

Executed: _____, 2026

Executed: _____, 2026

EXHIBIT A

INSURANCE COVERAGES

A. The engineer shall purchase from and maintain in a company or companies lawfully authorized to do business in the state of Michigan such insurance as will protect the owner, its officers, directors, employees, agents, consultants, and volunteers from claims involving the engineer's contractual obligations under this agreement including, but not limited to, the following hold-harmless agreement:

The engineer herein agrees to indemnify, defend and hold harmless the owner, its officers, directors, employees, agents, consultants and volunteers from all losses, claims, liabilities, injuries, damages and expenses, including attorneys' fees, that the owner, its officers, directors, employees, agents, consultants and volunteers may incur by reason of any injury or damage sustained to any person or property (including loss of use) arising out of or occurring in connection with the negligent performance by the engineer of engineer's duties and obligations.

B. The engineer shall obtain and maintain, at the engineer's own expense, engineer's professional liability insurance in the amount of one million dollars (\$1,000,000.00) (including a broad form contractual liability coverage with all coverage retroactive to the earlier date of this agreement or the commencement of the engineer's services in relation to the project) covering personal injury, bodily injury and property damages, said coverage to be maintained for three (3) years after the date of final payment hereunder.

C. The engineer shall maintain at the engineer's own expense comprehensive general liability insurance (including broad-form contractual liability and completed operations, explosions, collapse and underground hazards) in the amount of one million dollars (\$1,000,000.00) covering personal injury, bodily injury and property damage.

D. The engineer shall maintain at the engineer's own expense comprehensive automobile liability insurance, including hired and non-owned vehicles, if any, in the amount of one million dollars (\$1,000,000.00) covering personal injury, bodily injury and property damage.

E. The engineer shall maintain at the engineer's own expense workers' compensation insurance in the amount of the statutory maximum with an employer's liability coverage of at least five hundred thousand dollars (\$500,000.00).

F. The owner and its officers and employees shall be named as additional insured on the engineer's comprehensive general liability and automobile insurance policies.

G. All insurance required by the engineer shall be maintained at the engineer's own expense, from a company or companies lawfully authorized to do business in Michigan and rated at least A by Best's Key Rating Guide. All insurance obtained by the engineer shall incorporate a provision requiring the giving of written notice to the owner at least thirty (30) days prior to the cancellation, renewal or material modification of any such policies by return receipt of United States certified mail. All insurance required by the engineer shall also state that the coverage afforded under the policy or policies shall be primary insurance. Any insurance carried independently by the owner shall be secondary insurance which operates on only an excess or contingent basis.

H. All insurance required of the engineer shall provide that any failure to comply with reporting provisions of the policy shall not affect coverage provided to the owner, its directors, officials, employees, agents, consultants or volunteers.

I. The engineer shall submit valid certificates in form and substance satisfactory to the owner evidencing the effectiveness of the foregoing insurance policies and the required amendatory requirements to each such policy to the owner for the owner's approval before the engineer commences the rendition of any services hereunder.

J. Under no circumstances shall the owner be deemed to have waived any of the insurance requirements of this contract by any action or omission, including but not limited to:

- (1) allowing any work to commence by the engineer before receipt of certificates of insurance;
- (2) failing to review any certificates of insurance received from the engineer; or
- (3) failing to advise the engineer that any certificate of insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner.

The engineer agrees that the obligation to provide the insurance required by these documents is solely the engineer's responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the owner.

K. Nothing contained in this contract is to be construed as limiting the liability of the engineer. The owner does not, in any way, represent that the coverages or limits of insurance specified is sufficient or adequate in each addendum for specific projects to protect the owner, or the engineer, but are merely minimums. The obligations of the engineer to purchase insurance shall not, in any way, limit its obligations to the owner in the event that the owner should suffer an injury or loss in excess of the amount recoverable through insurance, or any loss or portion of a loss which is not covered by the engineer's insurance.

L. In the event the engineer fails to furnish and maintain the insurance required by this contract, the owner may purchase such insurance on behalf of the engineer, and the engineer shall pay the cost thereof to the owner upon demand or shall have such cost deducted from any payments due the engineer. The engineer agrees to furnish to the owner the information needed to obtain such insurance.

**ADDENDUM # TO AN AGREEMENT
FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ENGINEERING FIRM**

This addendum is attached and made part of the agreement for professional engineering services dated **Month Day, Year** between the city of Owosso, Michigan (owner) and **ENGINEERING FIRM** (Engineer) providing for professional services.

NAME OF BID OR PROJECT

PROJECT SCOPE OF WORK

The project scope of work is attached as Section 1: Statement of Understanding and Addenda.

SCHEDULE

The schedule for the project is attached as Addenda: Schedule and Budget Control shown beginning by **Month Day, Year** and be completed by **Month Day, Year**.

COMPENSATION

The cost proposal of the engineer for the project is attached as Addenda: Design Engineering which totals **\$ amount** and Construction Administration **\$ amount**. The engineer shall submit for payment based on monthly progress of the work.

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

Approved Month Day, Year

For the engineer:

ENGINEERING FIRM

For the owner:

City of Owosso, Michigan

By: _____

By: _____

Robert J. Teich Jr.
Mayor

By: _____

By: _____

Amy K. Kohagen
City Clerk

Executed: _____, 2026

Executed: _____, 2026

EXHIBIT B GENERAL CONDITIONS

1. LOCAL PREFERENCE POLICY

The city of Owosso has a local preference policy for the purchase of goods and services. The policy in part states: *A business located within the city limits and paying real or personal property taxes to the city of Owosso will be granted a 6% bid advantage or \$2,500, whichever is less, over a business located outside Shiawassee County. A business located outside the city limits but within Shiawassee County and paying property taxes to the county will be granted a 3% bid advantage or \$2,500, whichever is less, over a business located outside Shiawassee County. The preference also applies to subcontractors performing 25% or more of the work of a general contract.*

2. BID ACCEPTANCE

The city reserves the right to reject any or all proposals. Unless otherwise specified, the city reserves the right to accept any item in the proposal. In case of error in extending the total amount of the bid, the unit prices shall govern.

3. PAYMENT

Unless otherwise stated by the bidder, time, concerning discount offered, will be computed from date of delivery and acceptance at destination or from date correct bill or claim voucher properly certified by the contractor is received. When so stated herein, partial payments, based on a certified approved estimate by the city of materials, supplies or equipment delivered or work done, may be made upon presentation of a properly-executed claim voucher. The final payment will be made by the city when materials, supplies, equipment or the work done have been fully delivered or completed to the full satisfaction of the city.

4. BID DEFAULT

In case of default by the bidder or contractor, the city of Owosso may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.

5. UNIT PRICES

Prices should be stated in units of quantity specified.

6. QUOTED PRICES

Unless otherwise stated by the bidder, prices quoted will be considered as being based on delivery to a designated destination and to include all charges for packing, crating, containers, shipping, etc., and being in strict accordance with specifications and standards as shown.

7. SPECIFIC SPECIFICATION

Wherever a reference is made in the specifications or description of the materials, supplies, equipment, or services required, to a particular trade name, manufacturer's catalog, or model number, the bidder, if awarded a contract or order, will be required to furnish the particular item referred to in strict accordance with the specifications or description unless a departure or substitution is clearly noted and described in the proposal.

8. HOLD CITY HARMLESS

The bidder, if awarded an order or contract, agrees to protect, defend, and save the city harmless against any demand for payment for the use of any patented material, process, article, or device that may enter into the manufacture, construction, or form a part of the work covered by either order or contract. Bidder further agrees to indemnify and save the city harmless from suits or action of every nature and description brought against it, for or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his employees, subcontractors, or agents.

9. COMPETITIVE BIDDING STATUTES

The laws of the state of Michigan, the charter and ordinances of the city of Owosso, as far as they apply to the laws of competitive bidding, contracts and purchases, are made a part hereof.

10. SAMPLES

Samples, when requested, must be furnished free of expense to the city and, if not destroyed, will upon request be returned at the bidder's expense.

11. EQUAL EMPLOYMENT OPPORTUNITY AND OTHER CLAUSES

The contractor shall agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined by Michigan Compiled Statutes, or national origin. This provision shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training including apprenticeship. The contractor further agrees to take affirmative action to ensure equal employment opportunities for persons with disabilities. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of the non-discrimination clause.

LOCAL PREFERENCE POLICY

The following affidavit should be completed if a bidder is located within Shiawassee County or intends to sub-contract more than twenty-five percent (25%) to a Shiawassee County based business: The city of Owosso has a local preference policy for the purchase of goods and services as recorded in the city ordinance in section 2-348. "Lowest qualified bidder" defined.

1. The term "lowest qualified bidder," as used in this division, shall mean the lowest bidder having qualifications to perform the work which are satisfactory to the council. The lowest bidder shall be determined based on an adjusted bid tabulation which shall be prepared in the following manner: To the bid of any bidder which is neither a city-based business nor a county-based business shall be added an amount equal to six (6) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less.
2. To the bid of any bidder which is a county-based business shall be added an amount equal to three (3) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less; provided, however, that if no bid is received from a city-based business, no additional amount shall be added to the bid of a county-based business.
3. "Owosso-based business" shall be interpreted to mean a business registered with the county clerk or a corporation registered with the state having a business address within the city limits which pays real and/or personal property taxes levied by the city.

The term "county-based business" shall be interpreted to mean a business other than a city-based business registered with the county clerk or a corporation registered with the state having a business address within the county which pays real and/or personal property taxes levied by the county.

4. If twenty-five (25) percent or more of a contract for construction or other services is to be subcontracted by a city-based business bidder to a non-city-based business or businesses, or by a county-based business bidder to a non-county-based business or businesses, the adjusted bid shall be calculated by applying the provisions of this section separately to each portion of the contract based on the status of the contractor or subcontractor performing that portion of the contract as a city-based or county-based business.

AFFIDAVIT

In accordance with Section 2-348 of the Owosso city code, the bid from a business located in Shiawassee County shall be adjusted to reflect a preference. In order for the city to calculate the adjustment, the bidder hereby deposes and states that their business address is registered, and is currently paying real and/or personal property taxes in Shiawassee County at the following address:

Registered business address

The affiant further deposes and states that a sub-contract with a business registered, and paying real and/or personal property taxes in Shiawassee County will be executed for a percentage equal to or greater than twenty-five percent (25%) as stated below:

Business name and address of sub-contractor

Percentage of contract

Authorized signature

Date

Title

Company name

LEGAL STATUS OF THE BIDDER

On behalf of **FIRM NAME**, the undersigned acknowledges that this proposal is subject to the General Conditions and the General Specifications included in the contract documents. The undersigned certifies that he is an official legally authorized to bind his firm and to enter into a contract should the city accept their proposal. In submitting this proposal, it is understood that the right is reserved by the CITY to reject any and all proposals and waive any irregularities in the request for proposal process. The CITY may award this contract based on any combination of the total bid and/or alternates.

Bid proposal by (Name of Firm):

Please check the appropriate box and USE CORRECT LEGAL NAME.

Corporation State of Incorporation:

Partnership List of names:

DBA State full name:

Other Explain:

Signature of Vendor:

Title:

Signature of Vendor:

Title:

Address:

City, Zip:

Telephone:

Email Address:

Signed this Day of 2026

Bidder acknowledges receipt of the following Addenda:

ADDENDUM NO: BIDDER'S INITIALS:

W-9 INFORMATION FOR LEGAL STATUS

Sole proprietor. Enter your individual name as shown on your income tax return on the “Name” line. You may enter your business, trade, or “doing business as (DBA)” name on the “Business name/disregarded entity name” line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the “Name” line and any business, trade, or “doing business as (DBA) name” on the “Business name/disregarded entity name” line.

Disregarded entity. Enter the owner's name on the “Name” line. The name of the entity entered on the “Name” line should never be a disregarded entity. The name on the “Name” line must be the name shown on the income tax return on which the income will be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a domestic owner, the domestic owner's name is required to be provided on the “Name” line. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on the “Business name/disregarded entity name” line. If the owner of the disregarded entity is a foreign person, you must complete an appropriate Form W-8.

Note. Check the appropriate box for the federal tax classification of the person whose name is entered on the “Name” line (Individual/sole proprietor, Partnership, C Corporation, S Corporation, Trust/estate).

Limited Liability Company (LLC). If the person identified on the “Name” line is an LLC, check the “Limited liability company” box only and enter the appropriate code for the tax classification in the space provided. If you are an LLC that is treated as a partnership for federal tax purposes, enter “P” for partnership. If you are an LLC that has filed a Form 8832 or a Form 2553 to be taxed as a corporation, enter “C” for C corporation or “S” for S corporation. If you are an LLC that is disregarded as an entity separate from its owner under Regulation section 301.7701-3 (except for employment and excise tax), do not check the LLC box unless the owner of the LLC (required to be identified on the “Name” line) is another LLC that is not disregarded for federal tax purposes. If the LLC is disregarded as an entity separate from its owner, enter the appropriate tax classification of the owner identified on the “Name” line.

Other entities. Enter your business name as shown on required federal tax documents on the “Name” line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the “Business name/disregarded entity name” line.

Please see attached W-9 Request for Taxpayer Identification Number and Certification form for a detailed explanation on filling out the W-9 form.

EXHIBIT D TO RESOLUTION -2026

**AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
FISHBECK**

THIS IS AN AGREEMENT made on **April 6, 2026**, between the city of Owosso, hereinafter referred to as the "owner," and **Fishbeck**, with its principal place of business at **1515 Arboretum Dr. SE, Grand Rapids, MI 49546**, hereinafter referred to as the "engineer."

WHEREAS, the owner intends to accomplish a general engineering services contract for as-needed services, hereinafter referred to as the "project"; and

WHEREAS, the engineer has the necessary personnel and facilities to provide the professional services described; and

WHEREAS, the engineer desires to contract with the owner for rendering professional services for the project;

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, the owner and the engineer do hereby covenant and agree as follows:

**SECTION I - DESCRIPTION OF SERVICES
STATEMENT OF UNDERSTANDING**

1.1 General

1.1.1 The engineer agrees to provide all professional services within a reasonable period of time following the date of authorization to proceed by the owner. A detailed description of services will be specifically set forth by addenda to this agreement.

1.1.2 The engineer agrees to adhere to general conditions listed in Exhibit B – GENERAL CONDITIONS.

1.2 Pertaining to the Engineer's Services

1.2.1 The engineer agrees to perform all services in a thorough and professional manner and to hold the owner harmless from any liens for materials and labor furnished by the engineer in connection with the engineer's work.

1.2.2 The engineer agrees to maintain insurance as specified in EXHIBIT A - INSURANCE COVERAGES.

1.2.3 The engineer intends to render services under this agreement in accordance with generally accepted professional practices for the intended use of the project and makes no warranty either express or implied.

1.2.4 The engineer reserves the right to enter into agreements with other design professionals for portions of the work included under this agreement. Where this sub agreement would represent a major portion of the design work, the engineer shall receive approval of the owner for this sub agreement.

1.2.5 All documents, including drawings and specifications, furnished by the engineer pursuant to this agreement are the instruments of the engineer's services in respect to the project. The engineer grants to the owner a nonexclusive license for the owner's use of the documents on the project. They are not

intended or represented to be suitable for reuse by others on extensions of the project or on any other project. Any reuse without the specific written verification or adaptation by the engineer will be at the owner's sole risk, and without liability or legal exposure to the engineer from all claims, damages, losses and expenses, including attorneys' fees, arising out of or resulting therefrom.

1.2.6 All work product shall become the product of the owner and shall not be made available to any third party by the engineer without the consent of the owner. The engineer shall provide copies of all work product in printed format and computerized format.

1.2.7 Original documents, notes, and the like, except those furnished to the engineer by the owner, represent the engineer's cumulative knowledge and are, and shall remain, the property of the engineer and shall not constitute the work product of this agreement. The owner shall *have* access to these materials, and the engineer shall provide a copy upon written request at cost for reproduction.

1.2.8 Whenever the owner elects to enter into any contract or agreement with any person or entity other than the engineer for the performance of services on the project, the engineer will not be responsible for the acts or omissions of said persons or entity at the site or otherwise performing such services. This includes those parties for whom the engineer is providing coordination. Neither the engineer's authority to act under the contract documents or under this agreement, nor any decision made by the engineer in good faith either to exercise or not exercise such authority, shall *give* rise to any duty or responsibility of the engineer to the *above*, or any of their agents, or employees, or any other person performing any services for the owner.

1.2.9 The engineer has not been retained or compensated to provide design and construction *review* services relating to safety precautions, or to means, methods, techniques, sequences, or procedures, all as may be required for any person or entity other than the engineer to perform their work, including but not limited to shoring, scaffolding, underpinning, temporary retainment of excavations, and any erection methods or temporary bracing methods.

1.2.10 The engineer in no way undertakes to be responsible for any personal injury or property damage occurring to any person or entity arising out of the construction or subsequent operation of this project by any person or entity unless same shall be found to be the result of a design error. In spite of this, if any claims shall be brought against the engineer of that nature, the owner agrees to defend, indemnify and hold harmless the engineer from all claims, damages and expenses including attorneys' fees arising out of such claim, which claim, damages and expenses are the result or attributable to the acts or omissions in whole or in part of any person or entity other than the engineer.

1.2.11 The engineer and the owner hereby agree that the engineer services under this contract do not include the investigation, detection, abatement, materials, or processes containing asbestos. All responsibility with asbestos detection and abatement shall remain with the owner.

The engineer and the owner also agree that the engineer's services under this contract do not include responsibility for mine subsidence, ground water contamination or legal proceedings related to loss of real estate values.

1.3 Pertaining to the Owner

1.3.1 The owner shall provide at the owner's expense (unless the engineer has specifically included them in addenda to this agreement), and in such manner that the engineer may rely upon them in the performance of services under this agreement, all criteria, design, and construction standards including full information as to the owner's requirements for the project insofar as such documents are available to the owner, or in the owner's possession. Such information may include but not be limited to:

- a. a complete survey of the project site, which shall include but not be limited to easements, rights-of-way, encroachments, zoning and deed restrictions, existing buildings and improvements, roads and streets;

- b. soils data, laboratory tests, reports and inspections of samples, materials, or other items, with appropriate professional interpretations;
- c. legal, accounting, financial and insurance counseling services necessary for the project, including legal review of the construction contract documents; and
- d. permits and approvals from any authorities having jurisdiction over the project.

1.3.2 The owner shall designate a person authorized to act as the owner's representative. The owner or the owner's representative shall receive and examine documents submitted by the engineer, and shall be empowered to interpret and define the owner's policies and render decisions and authorizations in writing promptly to prevent unreasonable delay in the progress of the engineer's services.

1.3.3 The owner shall guarantee full and free access for the engineer to enter upon all property required for the performance of the engineer's services under this agreement.

1.3.4 The owner shall give prompt written notice to the engineer whenever the owner observes or otherwise becomes aware of any defect in the project or other event which may substantially affect the engineer's performance of services under this agreement.

SECTION II- COMPENSATION FOR SERVICES

2.1 General

2.1.1 The owner shall compensate the engineer for services rendered under this agreement. The method of compensation for said services shall be as set forth in addenda to this agreement.

2.1.2 Payments for services are due 30 days after their invoiced date, based on actual engineering services furnished, unless another schedule of payments is agreed upon by addenda.

2.1.3 Where the owner disputes some portion of the charges contained in the engineer's bill for services, it shall make payment of that portion of the bill which is undisputed and shall notify the engineer in writing of the reason for the dispute. In no case may the owner elect to withhold payment to the engineer of the entire amount due. This would constitute a failure to make payment.

SECTION III - GENERAL PROVISIONS

3.1 General

3.1.1 This agreement is the result of final negotiations between the owner and the engineer and represents the entire and integrated agreement between the owner and the engineer for the project and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both the owner and the engineer.

3.1.2 Neither party shall hold the other responsible for damages or delay in performance by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other's agents. However, when these delays require additional work to be performed by the engineer, the engineer shall be entitled to additional compensation at the prevailing per diem rates or as otherwise agreed to between the owner and the engineer.

3.1.3 This agreement may be terminated by either party if the other party substantially fails to fulfill its obligations under this agreement through no fault of the terminating party. No such termination may be effected unless the other party is given not less than ten (10) calendar days written notice of intent to terminate and an opportunity for correcting the default, and for consultation with the terminating party before termination. In addition, the owner may terminate this agreement, in whole or in part, for cause (such as for legal or financial reasons, or major changes in the work or program requirements), and the

engineer is given not less than ten (10) calendar days written notice and an opportunity for consultation before termination. If the owner terminates as a result of the engineer's default, any payment due the engineer at the time of termination may be adjusted to the extent of any additional cost the owner incurs due to the engineer's default. If the engineer terminates as a result of the owner's default or the owner terminates for cause, the engineer shall be paid for services performed to the termination date, including reimbursable expenses due. Upon receipt of the terminating action, the engineer shall promptly discontinue all services unless the notice directs otherwise, and upon receipt of final compensation make available to the owner all appropriate documents prepared under the agreement, whether completed or in process.

3.1.4 Unless otherwise specified within this agreement, this agreement shall be governed by the laws the state of Michigan.

3.1.5 In the event any provisions of this agreement or any subsequent Addendum shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

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

Approved **MONTH DAY, YEAR.**

For the engineer:
ENGINEERING FIRM

For the owner:
City of Owosso, Michigan

By: _____

By: _____
Robert J. Teich, Jr.
Mayor

By: _____

By: _____
Amy K. Kohagen
City Clerk

Executed: _____, 2026

Executed: _____, 2026

EXHIBIT A

INSURANCE COVERAGES

A. The engineer shall purchase from and maintain in a company or companies lawfully authorized to do business in the state of Michigan such insurance as will protect the owner, its officers, directors, employees, agents, consultants, and volunteers from claims involving the engineer's contractual obligations under this agreement including, but not limited to, the following hold-harmless agreement:

The engineer herein agrees to indemnify, defend and hold harmless the owner, its officers, directors, employees, agents, consultants and volunteers from all losses, claims, liabilities, injuries, damages and expenses, including attorneys' fees, that the owner, its officers, directors, employees, agents, consultants and volunteers may incur by reason of any injury or damage sustained to any person or property (including loss of use) arising out of or occurring in connection with the negligent performance by the engineer of engineer's duties and obligations.

B. The engineer shall obtain and maintain, at the engineer's own expense, engineer's professional liability insurance in the amount of one million dollars (\$1,000,000.00) (including a broad form contractual liability coverage with all coverage retroactive to the earlier date of this agreement or the commencement of the engineer's services in relation to the project) covering personal injury, bodily injury and property damages, said coverage to be maintained for three (3) years after the date of final payment hereunder.

C. The engineer shall maintain at the engineer's own expense comprehensive general liability insurance (including broad-form contractual liability and completed operations, explosions, collapse and underground hazards) in the amount of one million dollars (\$1,000,000.00) covering personal injury, bodily injury and property damage.

D. The engineer shall maintain at the engineer's own expense comprehensive automobile liability insurance, including hired and non-owned vehicles, if any, in the amount of one million dollars (\$1,000,000.00) covering personal injury, bodily injury and property damage.

E. The engineer shall maintain at the engineer's own expense workers' compensation insurance in the amount of the statutory maximum with an employer's liability coverage of at least five hundred thousand dollars (\$500,000.00).

F. The owner and its officers and employees shall be named as additional insured on the engineer's comprehensive general liability and automobile insurance policies.

G. All insurance required by the engineer shall be maintained at the engineer's own expense, from a company or companies lawfully authorized to do business in Michigan and rated at least A by Best's Key Rating Guide. All insurance obtained by the engineer shall incorporate a provision requiring the giving of written notice to the owner at least thirty (30) days prior to the cancellation, renewal or material modification of any such policies by return receipt of United States certified mail. All insurance required by the engineer shall also state that the coverage afforded under the policy or policies shall be primary insurance. Any insurance carried independently by the owner shall be secondary insurance which operates on only an excess or contingent basis.

H. All insurance required of the engineer shall provide that any failure to comply with reporting provisions of the policy shall not affect coverage provided to the owner, its directors, officials, employees, agents, consultants or volunteers.

I. The engineer shall submit valid certificates in form and substance satisfactory to the owner evidencing the effectiveness of the foregoing insurance policies and the required amendatory requirements to each such policy to the owner for the owner's approval before the engineer commences the rendition of any services hereunder.

J. Under no circumstances shall the owner be deemed to have waived any of the insurance requirements of this contract by any action or omission, including but not limited to:

- (1) allowing any work to commence by the engineer before receipt of certificates of insurance;
- (2) failing to review any certificates of insurance received from the engineer; or
- (3) failing to advise the engineer that any certificate of insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner.

The engineer agrees that the obligation to provide the insurance required by these documents is solely the engineer's responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the owner.

K. Nothing contained in this contract is to be construed as limiting the liability of the engineer. The owner does not, in any way, represent that the coverages or limits of insurance specified is sufficient or adequate in each addendum for specific projects to protect the owner, or the engineer, but are merely minimums. The obligations of the engineer to purchase insurance shall not, in any way, limit its obligations to the owner in the event that the owner should suffer an injury or loss in excess of the amount recoverable through insurance, or any loss or portion of a loss which is not covered by the engineer's insurance.

L. In the event the engineer fails to furnish and maintain the insurance required by this contract, the owner may purchase such insurance on behalf of the engineer, and the engineer shall pay the cost thereof to the owner upon demand or shall have such cost deducted from any payments due the engineer. The engineer agrees to furnish to the owner the information needed to obtain such insurance.

**ADDENDUM # TO AN AGREEMENT
FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ENGINEERING FIRM**

This addendum is attached and made part of the agreement for professional engineering services dated **Month Day, Year** between the city of Owosso, Michigan (owner) and **ENGINEERING FIRM** (Engineer) providing for professional services.

NAME OF BID OR PROJECT

PROJECT SCOPE OF WORK

The project scope of work is attached as Section 1: Statement of Understanding and Addenda.

SCHEDULE

The schedule for the project is attached as Addenda: Schedule and Budget Control shown beginning by **Month Day, Year** and be completed by **Month Day, Year**.

COMPENSATION

The cost proposal of the engineer for the project is attached as Addenda: Design Engineering which totals **\$ amount** and Construction Administration **\$ amount**. The engineer shall submit for payment based on monthly progress of the work.

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

Approved Month Day, Year

For the engineer:

ENGINEERING FIRM

For the owner:

City of Owosso, Michigan

By: _____

By: _____

Robert J. Teich Jr.
Mayor

By: _____

By: _____

Amy K. Kohagen
City Clerk

Executed: _____, 2026

Executed: _____, 2026

EXHIBIT B GENERAL CONDITIONS

1. LOCAL PREFERENCE POLICY

The city of Owosso has a local preference policy for the purchase of goods and services. The policy in part states: *A business located within the city limits and paying real or personal property taxes to the city of Owosso will be granted a 6% bid advantage or \$2,500, whichever is less, over a business located outside Shiawassee County. A business located outside the city limits but within Shiawassee County and paying property taxes to the county will be granted a 3% bid advantage or \$2,500, whichever is less, over a business located outside Shiawassee County. The preference also applies to subcontractors performing 25% or more of the work of a general contract.*

2. BID ACCEPTANCE

The city reserves the right to reject any or all proposals. Unless otherwise specified, the city reserves the right to accept any item in the proposal. In case of error in extending the total amount of the bid, the unit prices shall govern.

3. PAYMENT

Unless otherwise stated by the bidder, time, concerning discount offered, will be computed from date of delivery and acceptance at destination or from date correct bill or claim voucher properly certified by the contractor is received. When so stated herein, partial payments, based on a certified approved estimate by the city of materials, supplies or equipment delivered or work done, may be made upon presentation of a properly-executed claim voucher. The final payment will be made by the city when materials, supplies, equipment or the work done have been fully delivered or completed to the full satisfaction of the city.

4. BID DEFAULT

In case of default by the bidder or contractor, the city of Owosso may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.

5. UNIT PRICES

Prices should be stated in units of quantity specified.

6. QUOTED PRICES

Unless otherwise stated by the bidder, prices quoted will be considered as being based on delivery to a designated destination and to include all charges for packing, crating, containers, shipping, etc., and being in strict accordance with specifications and standards as shown.

7. SPECIFIC SPECIFICATION

Wherever a reference is made in the specifications or description of the materials, supplies, equipment, or services required, to a particular trade name, manufacturer's catalog, or model number, the bidder, if awarded a contract or order, will be required to furnish the particular item referred to in strict accordance with the specifications or description unless a departure or substitution is clearly noted and described in the proposal.

8. HOLD CITY HARMLESS

The bidder, if awarded an order or contract, agrees to protect, defend, and save the city harmless against any demand for payment for the use of any patented material, process, article, or device that may enter into the manufacture, construction, or form a part of the work covered by either order or contract. Bidder further agrees to indemnify and save the city harmless from suits or action of every nature and description brought against it, for or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his employees, subcontractors, or agents.

9. COMPETITIVE BIDDING STATUTES

The laws of the state of Michigan, the charter and ordinances of the city of Owosso, as far as they apply to the laws of competitive bidding, contracts and purchases, are made a part hereof.

10. SAMPLES

Samples, when requested, must be furnished free of expense to the city and, if not destroyed, will upon request be returned at the bidder's expense.

11. EQUAL EMPLOYMENT OPPORTUNITY AND OTHER CLAUSES

The contractor shall agree not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined by Michigan Compiled Statutes, or national origin. This provision shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training including apprenticeship. The contractor further agrees to take affirmative action to ensure equal employment opportunities for persons with disabilities. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of the non-discrimination clause.

LOCAL PREFERENCE POLICY

The following affidavit should be completed if a bidder is located within Shiawassee County or intends to sub-contract more than twenty-five percent (25%) to a Shiawassee County based business: The city of Owosso has a local preference policy for the purchase of goods and services as recorded in the city ordinance in section 2-348. "Lowest qualified bidder" defined.

1. The term "lowest qualified bidder," as used in this division, shall mean the lowest bidder having qualifications to perform the work which are satisfactory to the council. The lowest bidder shall be determined based on an adjusted bid tabulation which shall be prepared in the following manner: To the bid of any bidder which is neither a city-based business nor a county-based business shall be added an amount equal to six (6) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less.
2. To the bid of any bidder which is a county-based business shall be added an amount equal to three (3) percent of the bid or two thousand five hundred dollars (\$2,500.00), whichever is less; provided, however, that if no bid is received from a city-based business, no additional amount shall be added to the bid of a county-based business.
3. "Owosso-based business" shall be interpreted to mean a business registered with the county clerk or a corporation registered with the state having a business address within the city limits which pays real and/or personal property taxes levied by the city.

The term "county-based business" shall be interpreted to mean a business other than a city-based business registered with the county clerk or a corporation registered with the state having a business address within the county which pays real and/or personal property taxes levied by the county.

4. If twenty-five (25) percent or more of a contract for construction or other services is to be subcontracted by a city-based business bidder to a non-city-based business or businesses, or by a county-based business bidder to a non-county-based business or businesses, the adjusted bid shall be calculated by applying the provisions of this section separately to each portion of the contract based on the status of the contractor or subcontractor performing that portion of the contract as a city-based or county-based business.

AFFIDAVIT

In accordance with Section 2-348 of the Owosso city code, the bid from a business located in Shiawassee County shall be adjusted to reflect a preference. In order for the city to calculate the adjustment, the bidder hereby deposes and states that their business address is registered, and is currently paying real and/or personal property taxes in Shiawassee County at the following address:

Registered business address

The affiant further deposes and states that a sub-contract with a business registered, and paying real and/or personal property taxes in Shiawassee County will be executed for a percentage equal to or greater than twenty-five percent (25%) as stated below:

Business name and address of sub-contractor

Percentage of contract

Authorized signature

Date

Title

Company name

LEGAL STATUS OF THE BIDDER

On behalf of **FIRM NAME**, the undersigned acknowledges that this proposal is subject to the General Conditions and the General Specifications included in the contract documents. The undersigned certifies that he is an official legally authorized to bind his firm and to enter into a contract should the city accept their proposal. In submitting this proposal, it is understood that the right is reserved by the CITY to reject any and all proposals and waive any irregularities in the request for proposal process. The CITY may award this contract based on any combination of the total bid and/or alternates.

Bid proposal by (Name of Firm):

Please check the appropriate box and USE CORRECT LEGAL NAME.

Corporation State of Incorporation:

Partnership List of names:

DBA State full name:

Other Explain:

Signature of Vendor:

Title:

Signature of Vendor:

Title:

Address:

City, Zip:

Telephone:

Email Address:

Signed this Day of 2026

Bidder acknowledges receipt of the following Addenda:

ADDENDUM NO: BIDDER'S INITIALS:

W-9 INFORMATION FOR LEGAL STATUS

Sole proprietor. Enter your individual name as shown on your income tax return on the “Name” line. You may enter your business, trade, or “doing business as (DBA)” name on the “Business name/disregarded entity name” line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the “Name” line and any business, trade, or “doing business as (DBA) name” on the “Business name/disregarded entity name” line.

Disregarded entity. Enter the owner's name on the “Name” line. The name of the entity entered on the “Name” line should never be a disregarded entity. The name on the “Name” line must be the name shown on the income tax return on which the income will be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a domestic owner, the domestic owner's name is required to be provided on the “Name” line. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on the “Business name/disregarded entity name” line. If the owner of the disregarded entity is a foreign person, you must complete an appropriate Form W-8.

Note. Check the appropriate box for the federal tax classification of the person whose name is entered on the “Name” line (Individual/sole proprietor, Partnership, C Corporation, S Corporation, Trust/estate).

Limited Liability Company (LLC). If the person identified on the “Name” line is an LLC, check the “Limited liability company” box only and enter the appropriate code for the tax classification in the space provided. If you are an LLC that is treated as a partnership for federal tax purposes, enter “P” for partnership. If you are an LLC that has filed a Form 8832 or a Form 2553 to be taxed as a corporation, enter “C” for C corporation or “S” for S corporation. If you are an LLC that is disregarded as an entity separate from its owner under Regulation section 301.7701-3 (except for employment and excise tax), do not check the LLC box unless the owner of the LLC (required to be identified on the “Name” line) is another LLC that is not disregarded for federal tax purposes. If the LLC is disregarded as an entity separate from its owner, enter the appropriate tax classification of the owner identified on the “Name” line.

Other entities. Enter your business name as shown on required federal tax documents on the “Name” line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the “Business name/disregarded entity name” line.

Please see attached W-9 Request for Taxpayer Identification Number and Certification form for a detailed explanation on filling out the W-9 form.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number	
[] [] [] []	- [] [] - [] [] [] []

Employer identification number	
[] [] [] []	- [] [] [] [] [] [] [] []

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



MEMORANDUM

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

DATE: April 6, 2026
TO: Owosso City Council
FROM: City Manager
SUBJECT: Woodlawn Avenue Rehabilitation Project – Professional Services Agreement with Fleis & Vandenbrink Engineering, Inc.

Background: The City of Owosso is preparing to proceed with construction of the Woodlawn Avenue Rehabilitation Project, which includes approximately 160 feet of sanitary sewer main replacement, approximately 165 feet of sanitary sewer main lining, water service line replacement, and street rehabilitation along Woodlawn Avenue between Monroe Street and Corunna Avenue (M-71). The City completed the design engineering in-house and has obtained the required Part 41 wastewater construction permit.

Proposal Summary: Construction engineering, administration, bidding assistance, and MDOT right-of-way and Railroad permitting services are required for the project. Fleis & Vandenbrink Engineering (F&V) is on the City's third-party engineer Quality Based Selection (QBS) list and has been engaged to provide these services. F&V submitted a proposal dated March 18, 2026 with a total lump sum not-to-exceed fee of \$76,200, broken down as follows:

Water Services Construction Administration: \$4,000
Sanitary Sewer Construction Administration: \$23,000
Street Rehabilitation Construction Administration: \$49,200
Total Not-to-Exceed Fee: \$76,200

Scope of Services: F&V's scope includes bidding assistance and advertisement, preconstruction and progress meetings, resident project representative (RPR) services at 60 hours per week for the anticipated 6-week construction duration, MDOT and Railroad permitting, construction staking, materials testing, record drawings, and all related construction administration tasks. Railroad and MDOT permitting and licensing fees are excluded from the fee and are the City's responsibility.

Schedule: Construction is anticipated to take place during the 2026 construction season. F&V will initiate permitting immediately upon authorization to proceed, with the bid and construction schedule to be finalized once the permitting timeline is known.

Requested Action: Council is asked to approve the attached resolution authorizing the Mayor and City Clerk to execute the Professional Services Agreement with Fleis & Vandenbrink

Engineering for a total lump sum not-to-exceed fee of \$76,200. The agreement and F&V proposal are attached for Council's review.

RESOLUTION NO. _____

AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH FLEIS & VANDENBRINK ENGINEERING, INC. FOR CONSTRUCTION ENGINEERING AND PERMITTING SERVICES FOR THE WOODLAWN AVENUE REHABILITATION PROJECT

WHEREAS, the City of Owosso is undertaking the Woodlawn Avenue Rehabilitation Project, consisting of approximately 160 feet of sanitary sewer main replacement, approximately 165 feet of sanitary sewer main lining, water service line replacement, and street rehabilitation along Woodlawn Avenue between Monroe Street and Corunna Avenue (M-71); and

WHEREAS, the City completed the design engineering for the project in-house and obtained the Part 41 wastewater construction permit; and

WHEREAS, construction engineering and administration services, as well as MDOT right-of-way and Railroad permitting services, are required for the successful completion of the project; and

WHEREAS, Fleis & Vandenbrink Engineering, Inc. (F&V) has submitted a proposal dated March 18, 2026, to provide construction engineering, administration, and permitting services for a total lump sum not-to-exceed fee of \$76,200, broken down as follows: Water Services Construction Administration (\$4,000), Sanitary Sewer Construction Administration (\$23,000), and Street Rehabilitation Construction Administration (\$49,200); and

WHEREAS, Fleis & Vandenbrink Engineering, Inc. is included on the City of Owosso's third-party engineer Quality Based Selection (QBS) list; and

WHEREAS, the City Council finds it is in the public interest to authorize said professional services agreement.

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

- FIRST: The Mayor and City Clerk are hereby authorized and directed to execute a professional services agreement with Fleis & Vandenbrink Engineering, Inc. for construction engineering, administration, and permitting services for the Woodlawn Avenue Rehabilitation Project, in a form substantially consistent with the proposal dated March 18, 2026, for a total lump sum not-to-exceed fee of \$76,200.
- SECOND: Any Railroad or MDOT plan review, permitting, and licensing fees associated with the project shall be the responsibility of the City and are not included in the authorized fee.
- THIRD: The above expenses shall be paid from the Sewer, Water, and Street funds as applicable.

ADOPTED by the City Council of the City of Owosso, Shiawassee County, Michigan, at a regular meeting held on the _____ day of _____, 2026.

Robert J. Teich, Mayor

Amy K. Kohagen, City Clerk

**PROFESSIONAL SERVICES AGREEMENT
FOR
CONSTRUCTION ENGINEERING AND PERMITTING SERVICES
WOODLAWN AVENUE REHABILITATION PROJECT
CITY OF OWOSSO, MICHIGAN
AND
FLEIS & VANDENBRINK ENGINEERING, INC.**

This Agreement for Professional Construction Engineering and Permitting Services is entered into as of the _____ day of _____, 2026, between the City of Owosso, Michigan (City) and Fleis & Vandenbrink Engineering, Inc., 9475 Holly Road, Suite 201, Grand Blanc, MI 48439 (Consultant), providing for professional services.

SECTION I. SCOPE OF SERVICES

The Consultant shall provide bidding assistance, construction engineering, administration, and permitting services for the Woodlawn Avenue Rehabilitation Project, consisting of approximately 160 feet of sanitary sewer main replacement, approximately 165 feet of sanitary sewer main lining, water service line replacement, and street rehabilitation along Woodlawn Avenue between Monroe Street and Corunna Avenue (M-71), as described in the Consultant's proposal dated March 18, 2026, incorporated herein by reference.

Services shall include the following:

Construction Administration:

- Assist with preparation of bid documents and advertisement for bids
- Review bids received and provide bid tabulation and recommendation of award to the City
- Coordinate and apply for the necessary permits from MDOT and Railroad
- Organize and conduct preconstruction and progress meetings
- Provide project oversight by professional engineer
- Review shop drawings and submittals
- Provide resident project representative (RPR) services during construction (60 hours per week for the 6-week construction duration)
- Maintain IDRs, testing, and SESC reports
- Prepare work orders as necessary
- Coordinate project with private utilities for their relocation in advance of construction
- Provide construction staking for the designed improvements
- Perform field testing of materials, as needed
- Prepare contract change orders as necessary
- Prepare contractor pay estimates
- Assist with citizen inquiries and address construction related issues
- Prepare punch list items
- Prepare record drawings

Any Railroad or MDOT plan review, permitting, and licensing fees are not included in this scope and shall be the responsibility of the City.

SECTION II. TERM

The term of this Agreement shall commence upon execution and shall continue through completion of the Woodlawn Avenue Rehabilitation Project during the 2026 construction season, anticipated to be a total construction duration of six (6) weeks. The Consultant will initiate permitting upon authorization to proceed, with the construction schedule to be evaluated during the permitting process.

SECTION III. COMPENSATION

The City shall pay the Consultant a total lump sum not-to-exceed fee of \$76,200, broken down as follows:

Phase	Fee
Water Services Construction Administration	\$4,000
Sanitary Sewer Construction Administration	\$23,000
Street Rehabilitation Construction Administration	\$49,200
Total Lump Sum Not-to-Exceed Fee	\$76,200

SECTION IV. INVOICING AND PAYMENT

The Consultant shall submit invoices to the City for services rendered. The City shall pay undisputed invoices within thirty (30) days of receipt.

SECTION V. INDEPENDENT CONTRACTOR

The Consultant is an independent contractor and not an employee of the City.

SECTION VI. INSURANCE

The Consultant shall comply with all insurance requirements of the City of Owosso throughout the term of this Agreement.

SECTION VII. TERMINATION

Either party may terminate this Agreement upon thirty (30) days written notice. The City shall compensate the Consultant for services satisfactorily performed through the date of termination.

SECTION VIII. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Michigan.

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

For the Consultant:

Fleis & Vandenbrink Engineering

By: _____

By: _____

Executed: _____, 2026

For the City:

City of Owosso, Michigan

By: _____

Robert J. Teich, Mayor

By: _____

Amy K. Kohagen, City Clerk

Executed: _____, 2026



March 18, 2026

Via email: Nathan.Henne@ci.owosso.mi.us

Nathan Henne
City Manager
City of Owosso
301 W. Main Street
Owosso, MI 48867

**RE: Proposal for Professional Engineering Services –
Woodlawn Avenue Rehabilitation Project Construction Engineering and Permitting Services**

Dear Nathan,

We are pleased to provide you with this proposal to assist the City of Owosso with the Woodlawn Avenue Rehabilitation project.

Project Understanding

The city is anticipated to let the bidding for construction of approximately 160 feet of sanitary sewer main replacement, approximately 165 feet of sanitary sewer main lining, water service line replacement, and street rehabilitation along Woodlawn Avenue between Monroe Street and Corunna Avenue (M-71).

The city has requested Fleis & Vandenbrink Engineering (F&V) to assist with the construction engineering and administration portion of this sanitary sewer project, as well as securing the remaining MDOT right-of-way and Railroad permits required for this project. The city had previously completed the design engineering for the project in house and obtained the Part 41 wastewater construction permit.

Construction administration services are being requested for the entirety of the project.

The desired construction schedule will be further evaluated following our initial outreach to the railroad and determination of the anticipated permitting time frame. Completion will be during the 2026 construction season. We are anticipating a total construction duration of 6-weeks for this project.

Scope of Services

Construction Administration

- Coordinate and apply for the necessary permits from MDOT and Railroad
- Organize and conduct preconstruction and progress meetings
- Provide project oversight by professional engineer
- Review shop drawings and submittals
- Provide resident project representative (RPR) services during construction. As requested in previous projects with the City of Owosso, we have budgeted for 60 hours per week of construction observation for the 6-week duration of this project
- Maintain IDRs, testing, and SESC reports
- Prepare work orders as necessary
- Coordinate project with private utilities for their relocation in advance of construction

**9475 Holly Road, Suite 201
Grand Blanc, MI 48439
P: 810.743.9120
F: 810.771.7860
www.fveng.com**

- Provide construction staking for the designed improvements
- Perform field testing of materials, as needed
- Prepare contract change orders as necessary
- Prepare contractor pay estimates
- Assist with citizen inquires and address construction related issues
- Prepare punch list items
- Prepare record drawings

Any Railroad or MDOT plan review, permitting, licensing fees, etc. are not included in our scope of services and would be the responsibility of the city.

Level of Effort and Professional Services Fee

Construction Administration Services

Classification	Name	Hours
Project Manager Engineer	Matt Lemon, PE Geric Rose, PE, PS	62
Resident Project Representative	Zach Bacheller	360
Survey Crew Chief	Steffan Shaffer Noah Lewis	8
Survey Technician	Dan Howey, CST	14
Administration / Project Assistant	Carrie Smeznik	16

Professional Fees

Phase	Fee
Water Services Construction Administration:	\$4,000
Sanitary Sewer Construction Administration:	\$23,000
Street Rehabilitation Construction Administration:	\$49,200
Total Lump Sum Not-to-Exceed Fee:	\$76,200

Schedule

We will initiate the process of applying for the remaining permits upon authorization to proceed. The bid opening and construction schedule will be evaluated during the permitting process once an anticipated time frame is known. We recommend giving the contractors flexibility to work this project into their schedule during the 2026 construction season for competitive bid pricing.

We appreciate the opportunity in providing our services to the City of Owosso. If you have any questions, please contact me at (810) 244-1729 or grose@fveng.com.

Sincerely,

FLEIS & VANDENBRINK



Geric L. Rose, PE, PS
Regional Manager, Sr. Associate



Warrant 664
March 22 2026

Date	Vendor	Description	Fund	Amount
03-16-2026	Waste Management	WWTP Refuge Disposal Services	WWTP	13,826.98
			TOTAL	\$13,826.98

Check Date	Check	Vendor Name	Description	Amount	Status
Bank 1 GENERAL FUND (POOLED CASH)					
Check Type: ACH Transaction					
02/27/2026	12668 (A)	ACLARA TECHNOLOGIES LLC	MTU FOR METERS	4,830.84	Cleared
02/27/2026	12669 (A)	CDW GOVERNMENT, INC.	ARCTERA BACKUP EXEC ADD ON	508.00	Cleared
02/27/2026	12670 (A)	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMENT (US COM	35.17	Cleared
02/27/2026	12671 (A)	CMP DISTRIBUTORS INC	BULLET PROOF VEST FOR OPD	1,000.00	Cleared
02/27/2026	12672 (A)	D & K TRUCK COMPANY INC	PARTS FOR #435	459.05	Cleared
			PARTS FOR #435	292.14	Cleared
				<u>751.19</u>	
02/27/2026	12673 (A)	DETROIT SALT COMPANY LLC	2025-2026 ROAD SALT	3,040.17	Cleared
			2025-2026 ROAD SALT	2,964.34	Cleared
				<u>6,004.51</u>	
02/27/2026	12674 (A)	EMS MANAGEMENT & CONSULTANTS INC.	BILLING COLLECTION SERVICE FEE JAN. 2026	3,182.35	Cleared
02/27/2026	12675 (A)	ENVIRONMENTAL RESOURCE ASSOCIATES	ANNUAL LAB PROFICIENCY TEST	476.11	Cleared
02/27/2026	12676 (A)	ESO SOLUTIONS INC	EMS1 & FIRE RESCUE1 ACADEMY SUBSCRIPTION	2,207.20	Cleared
02/27/2026	12677 (A)	ETNA SUPPLY COMPANY	STOCK ORDER	1,174.00	Cleared
02/27/2026	12678 (A)	FISHBECK, THOMPSON, CARR & HUBER, I	ENGINEERING - WELLS REHAB AND ABANDONMEN	19,453.75	Cleared
			ENGINEERING DESIGN/BIDDING SERVICES/CONS	4,800.00	Cleared
			WTP FILTERS IMPROVEMENT PROJECT DWRF7497	2,594.00	Cleared
				<u>26,847.75</u>	
02/27/2026	12679 (A)	FRONT LINE SERVICES INC	REPAIR TOWER 1 - AIRING UP BRAKES ISSUE	485.00	Cleared
02/27/2026	12680 (A)	GRAYMONT WESTERN LIME INC	PEBBLE QUICK LIME - WTP	9,376.00	Cleared
02/27/2026	12681 (A)	HARBOR FREIGHT TOOLS	JETTER TRUCK TOOLS	56.26	Cleared
02/27/2026	12682 (A)	HURON & EASTERN RAILWAY COMPANY INC	ANNUAL RAILROAD SIGNAL MAINTAINANCE AGRE	11,301.00	Cleared
02/27/2026	12683 (A)	INTEGRITY BUSINESS SOLUTIONS LLC	COPY PAPER FOR CITY HALL QUOTE # 35719-(179.95	Cleared
02/27/2026	12684 (A)	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE PURCHASE - WTP	4,818.00	Cleared
02/27/2026	12685 (A)	KEVIN LENKART	MEAL REIMBURSEMENT	30.24	Cleared
02/27/2026	12686 (A)	LAW ENFORCEMENT OFFICERS REGIONAL	2025 FALL MEMBERSHIP TRAINING - 20 SLOTS	4,192.00	Cleared
02/27/2026	12687 (A)	LOGICALIS INC	IT NETWORK SWITCHES - POLICE AND COMPUTE	24,939.75	Cleared
02/27/2026	12688 (A)	MATHESON TRI-GAS INC	CO2 BULK FOR TREATMENT OF POTABLE WATER	4,569.48	Cleared
02/27/2026	12689 (A)	MEMORIAL HEALTHCARE	PRE-EMPLOYMENT DRUG SCREENS	154.00	Cleared
02/27/2026	12690 (A)	MICHIGAN RURAL WATER ASSOCIATION	WWTP OPERATIONS CLASS FOR WWTP EMPLOYEE	1,200.00	Cleared
02/27/2026	12691 (A)	MID MICHIGAN EMERGENCY EQUIPMENT	REPLACE SPOTLIGHT LENS COVER ON OPD#2406	110.00	Cleared
02/27/2026	12692 (A)	MUNICIPAL EMPLOYEES RETIREMENT SYST	EMPLOYER CONTRIBUTIONS	77,945.78	Cleared
02/27/2026	12693 (A)	NAPA AUTO PARTS	FYE 6-30-2026 PARTS/SUPPLIES-INVOICE TO	462.53	Cleared
02/27/2026	12694 (A)	NEWEGG BUSINESS INC	DELL 5420 RUGGED LAPTOP TOUCH WIN 11 FOR	1,799.98	Cleared
02/27/2026	12695 (A)	PRO-COMM INC	INSTALL COMMUNICATION EQUIPMENT INTO ENC	921.54	Cleared
02/27/2026	12696 (A)	QUADIENT INC	POSTAL METER RENTAL-3/12/26 - 3/11/27	480.00	Cleared
02/27/2026	12697 (A)	RCL CONSTRUCTION CO INC	WWTP IMPROVEMENTS PHASE 1 - CWRP PROJECT	110,203.39	Cleared
			WWTP CLARIFIER PROJECT PROJECT 5919.01	79,784.25	Cleared
				<u>189,987.64</u>	
02/27/2026	12698 (A)	SHIAWASSEE DISTRICT LIBRARY	2025 TAX COLLECTION 2-15-2026	84,226.55	Cleared
02/27/2026	12699 (A)	SORENSEN GROSS COMPANY	WATER TREATMENT PLANT FILTERS IMPROVEMEN	24,731.06	Cleared
			WELL IMPROVEMENTS 2025 (7880.01)	67,188.34	Cleared
			WELL IMPROVEMENTS 2025 (7880.01)	160,199.25	Cleared
				<u>252,118.65</u>	

Check Date	Check	Vendor Name	Description	Amount	Status
02/27/2026	12700 (A)	SPICER GROUP, INC.	ENGINEERING SERVICES - PUBLIC SAFETY BU	10,114.00	Cleared
02/27/2026	12701 (A)	SUMMIT COMPANIES	RECHARGE/REPAIR FIRE EXTINGUISHERS	192.60	Cleared
02/27/2026	12702 (A)	W W WILLIAMS COMPANY LLC, THE	ANNUAL GENERATOR MAINTENANCE CONTRACT	1,787.00	Cleared
02/27/2026	12703 (A)	WASTE MANAGEMENT OF MICHIGAN INC	ACCT# 10-15322-43000 WASTE MGMT SERVICE	8,870.01	Cleared
03/13/2026	12706 (A)	AMAZON CAPITAL SERVICES	FEBRUARY 2026 PURCHASES	50.35	Open
			FEBRUARY 2026 PURCHASES	18.39	Open
			FEBRUARY 2026 PURCHASES	43.77	Open
			DECEMBER 2025 PURCHASES	187.99	Open
			JANUARY 2026 AMAZON PURCHASES	99.95	Open
			JANUARY 2026 AMAZON PURCHASES	175.98	Open
			FEBRUARY 2026 PURCHASES	89.79	Open
			FEBRUARY 2026 PURCHASES	15.19	Open
				<u>681.41</u>	
03/13/2026	12707 (A)	BODMAN PLC	LABOR LAW INQUIRY	2,032.87	Open
03/13/2026	12708 (A)	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES FOR EMS	940.55	Open
			SUPPLIES FOR EMS	998.17	Open
				<u>1,938.72</u>	
03/13/2026	12709 (A)	CHRISTOPHER OWENS	CITY COUNCIL PAYROLL	110.00	Open
03/13/2026	12710 (A)	CONSUMERS ENERGY	CITY OF OWOSSO ACCOUNTS	69,708.95	Open
03/13/2026	12711 (A)	DALTON ELEVATOR LLC	FYE6-30-2026 CYLINDER RENTAL/OXYGEN/SUPI	559.53	Open
03/13/2026	12712 (A)	DBI BUSINESS INTERIORS	OFFICE CHAIR FOR I/T ROOM	373.00	Open
03/13/2026	12713 (A)	ELECTION SOURCE	POLL WORKER CARDS - 2	37.72	Open
03/13/2026	12714 (A)	FAMILY FARM & HOME	FENCE POST FOR DPW GARAGE	211.60	Open
03/13/2026	12715 (A)	FERGUSON ENTERPRISES LLC	PARTS FOR 1660-1700 E. M-21 7 BREW	565.04	Open
			AUGUST MONTHLY INV 2025	1,278.40	Open
			NOVEMBER STOCK INV	377.50	Open
				<u>2,220.94</u>	
03/13/2026	12716 (A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING - CIS TRAIL CONNECTION PROJ	6,739.00	Open
03/13/2026	12717 (A)	GILBERT'S DO IT BEST HARDWARE & APP	GILBERT DO IT BEST JANUARY 2026 PURCHAS	878.01	Open
03/13/2026	12718 (A)	GRAYMONT WESTERN LIME INC	PEBBLE QUICK LIME - WTP	9,132.00	Open
03/13/2026	12719 (A)	H2A ARCHITECTS INC	ARCHITECTUAL SERVICES FOR CURWOOD CASTLE	3,213.50	Open
03/13/2026	12720 (A)	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PROGRAM INS	805.00	Open
03/13/2026	12721 (A)	HI QUALITY GLASS, INC	GLASS WINDOW PULL HANDLE	50.00	Open
03/13/2026	12722 (A)	HUTSON INC OF MICHIGAN	FYE6-30-2026 ROUTINE PARTS/SUPPLIES-IND	145.31	Open
03/13/2026	12723 (A)	HUTSON INC OF MICHIGAN	FYE6-30-2026 ROUTINE PARTS/SUPPLIES-IND	375.10	Open
03/13/2026	12724 (A)	J & H OIL COMPANY	GAS AND FUEL	7,007.17	Open
			GAS AND FUEL	5,014.64	Open
			GAS AND FUEL	4,435.37	Open
				<u>16,457.18</u>	
03/13/2026	12725 (A)	JON HARRIS	ELECTRICAL PLAN REVIEWS FEB. 2026	450.00	Open
03/13/2026	12726 (A)	JON HARRIS	ELECTRICAL INSPECTIONS & INSURANCE REIME	765.88	Open
03/13/2026	12727 (A)	KEVIN LENKART	MEAL REIMBURSEMENT	16.95	Open
03/13/2026	12728 (A)	LOGICALIS INC	40 HOURS OF ENGINEERING BLOCK HOURS - PE	1,760.00	Open
03/13/2026	12729 (A)	LUNGHAMER FORD OF OWOSSO	REPAIR MEDIC 3 DS DOOR HINGE	731.20	Open
			OIL CHANGE ON OPD# 2223 VIN#0236	75.89	Open
				<u>807.09</u>	
03/13/2026	12730 (A)	MACQUEEN EQUIPMENT LLC (BELL EQUIP)	ELGIN PELICAN STREET SWEEPER - UNIT # 44	233,755.00	Open
03/13/2026	12731 (A)	MARK BOOTH	MECHANICAL & PLUMBING INSPECTIONS	1,860.00	Open
03/13/2026	12732 (A)	MUNICIPAL EMPLOYEES RETIREMENT SYST	EMPLOYER CONTRIBUTIONS - OFD	63.69	Open

Check Date	Check	Vendor Name	Description	Amount	Status
03/13/2026	12733 (A)	NEWEGG BUSINESS INC	DELL 5420 RUGGED LAPTOP TOUCH WIN 11	1,118.99	Open
03/13/2026	12734 (A)	OHM ADVISORS	MEMORIAL HOSPITAL	616.00	Open
			HOSPITAL SPR	2,057.00	Open
			PLANNING, ZONING & DEVELOPMENT ADVISORY	217.00	Open
			LIBRARY SLU	1,162.00	Open
			PLANNING, ZONING & DEVELOPMENT ADVISORY	2,667.00	Open
				<u>6,719.00</u>	
03/13/2026	12735 (A)	OTC INDUSTRIAL TECHNOLOGIES	CUSTOMER SERVICE AGREEMENT-AIR COMPRESSO	2,446.50	Open
03/13/2026	12736 (A)	OWOSSO PUBLIC SCHOOLS	TAX DISBURSEMENT FOR LAND BANK	857.04	Open
03/13/2026	12737 (A)	OWOSSO PUBLIC SCHOOLS	DELINQUENT PERSONAL PROPERTY TAX COLLECT	683.53	Open
03/13/2026	12738 (A)	OWOSSO PUBLIC SCHOOLS	TAX COLLECTION 02/16/2026 - 03/02/2026	386,848.27	Open
03/13/2026	12739 (A)	PRINTING SYSTEMS, INC.	ELECTION ENVELOPES, CONFIRM NOTICES	351.61	Open
03/13/2026	12740 (A)	PRO-COMM INC	REPROGRAM MOBILE UNIT SCANNER FOR OPD	80.00	Open
03/13/2026	12741 (A)	PROFESSIONAL ANSWERING SERVICES	24 HOUR ANSWERING SERVICES	129.10	Open
03/13/2026	12742 (A)	QUADIENT INC	MAILING SYSTEM STANDARD MAINTAINANCE FEE	696.00	Open
03/13/2026	12743 (A)	R & R FIRE TRUCK REPAIR INC	AIR COMPRESSOR ANNUAL PM AND REPAIR	980.05	Open
03/13/2026	12744 (A)	RACHEL OSMER	CITY COUNCIL PAYROLL	120.00	Open
03/13/2026	12745 (A)	SHATTUCK SPECIALTY ADVERTISING	UNIFORMS FOR OPD & EMBROIDERY FOR OFD	17.50	Open
			UNIFORMS FOR OPD & EMBROIDERY FOR OFD	280.56	Open
				<u>298.06</u>	
03/13/2026	12746 (A)	SHIAWASSEE DISTRICT LIBRARY	TAX DISBURSEMENT FOR LAND BANK	223.54	Open
			DELINQUENT PERSONAL PROPERY FEB. 2026	180.11	Open
			TAX COLLECTION 02/16/2026 - 03/02/2026	32,947.32	Open
				<u>33,350.97</u>	
03/13/2026	12747 (A)	TAPHOUSE SPECIALTY MEAT MARKET LLC	MARCH BIZ OF THE MONTH SERVICE	75.00	Open
03/13/2026	12748 (A)	TAYLOR AND MORGAN CPA PC	2026 CALENDAR - ACCOUNTING SERVICES CONT	1,250.00	Open
03/13/2026	12749 (A)	TETRA TECH INC	ENGINEERING FOR THE WASHINGTON PARK SMAI	10,968.00	Open
03/13/2026	12750 (A)	TRUCK & TRAILER SPECIALTIES	PARTS FOR SALT TRUCKS	58.62	Open
03/13/2026	12751 (A)	UNITED PARCEL SERVICE	SHIPPING FOR HR	11.71	Open
03/13/2026	12752 (A)	VERIZON WIRELESS	ACCT# 542420262-00001 - VERIZON WIRELESS	83.72	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	40.75	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	577.77	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	23.69	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	40.35	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	89.12	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	177.60	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	214.35	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	134.02	Open
			ACCT# 542420262-00001 - VERIZON WIRELESS	43.37	Open
				<u>1,424.74</u>	
03/13/2026	12753 (A)	VERIZON WIRELESS	ACCT# 542420262-00003 VERIZON WIRELESS C	570.44	Open
03/13/2026	12754 (A)	VERIZON WIRELESS	ACCOUNT # 242027057-00002 M2M ACCOUNT SH	125.20	Open
03/27/2026	12757 (A)	ALMA TIRE SERVICE	MOWER/SNOW TRACTOR TIRES	812.47	Open
03/27/2026	12758 (A)	ALS LABORATORY GROUP	FYE 6-30-2026 WASTEWATER ANALYSES-ESTIM	890.00	Open
03/27/2026	12759 (A)	AMAZON CAPITAL SERVICES	FEBRUARY 2026 PURCHASES	39.48	Open
			FEBRUARY 2026 PURCHASES	79.99	Open
			FEBRUARY 2026 PURCHASES	455.90	Open
			FEBRUARY 2026 PURCHASES	618.75	Open
				<u>1,194.12</u>	

Check Date	Check	Vendor Name	Description	Amount	Status
03/27/2026	12760 (A)	ARGENT INSTITUTIONAL TRUST CO.	334037214723 FURTHER CREDIT ACCOUNT: OWC	641,325.00	Open
03/27/2026	12761 (A)	ARGENT INSTITUTIONAL TRUST CO.	FURTHER CREDIT ACCOUNT: OWOSSOMILT21	65,300.00	Open
03/27/2026	12762 (A)	BOUND TREE MEDICAL LLC	SUPPLIES FOR OFD	991.60	Open
03/27/2026	12763 (A)	CDW GOVERNMENT, INC.	WWTP LAB BUILDING DATA CENTER RACK	355.98	Open
			WWTP LAB BUILDING DATA CENTER RACK	341.95	Open
			CROWDSTRIKE FALCON COMPLETE - TIED TO MS	4,690.00	Open
			AZURE BLOB STORAGE FOR OFFSITE DATA BACKUP	183.55	Open
			AZURE BLOB STORAGE FOR OFFSITE DATA BACKUP	206.02	Open
			WWTP LAB BUILDING DATA CENTER RACK	123.76	Open
				<u>5,901.26</u>	
03/27/2026	12764 (A)	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMENT (US COM	35.17	Open
			FLOOR MATS PER SERVICE AGREEMENT (US COM	35.17	Open
				<u>70.34</u>	
03/27/2026	12765 (A)	CMP DISTRIBUTORS INC	GLOCK 47 9MM	500.50	Open
			DUTY BELT GEAR	285.20	Open
				<u>785.70</u>	
03/27/2026	12766 (A)	DETROIT SALT COMPANY LLC	2025-2026 ROAD SALT	13,116.25	Open
			2025-2026 ROAD SALT	6,014.22	Open
			2025-2026 ROAD SALT	6,163.47	Open
			2025-2026 ROAD SALT	6,141.01	Open
				<u>31,434.95</u>	
03/27/2026	12767 (A)	DORNBOS SIGN INC	ROAD SIGN REPLACEMENT	339.10	Open
03/27/2026	12768 (A)	DUBOIS COOPER ASSOCIATES INC	LOW PRESSURE BLOWER OIL	758.00	Open
03/27/2026	12769 (A)	ELECTION SOURCE	ANNUAL MAINTENANCE CONTRACT 2022-2026.	3,210.00	Open
03/27/2026	12770 (A)	EMS MANAGEMENT & CONSULTANTS INC.	BILLING COLLECTION SERVICE FEE JAN. 2026	4,132.59	Open
03/27/2026	12771 (A)	ENLOW ENVIRO LLC	HG BLUE	703.46	Open
03/27/2026	12772 (A)	EPS SECURITY	ALARM SYSTEM MONITORING - CITY HALL	165.48	Open
03/27/2026	12773 (A)	ETNA SUPPLY COMPANY	PATTEN COVERS	306.00	Open
03/27/2026	12774 (A)	FERGUSON ENTERPRISES LLC	WATER INVENTORY-PURCHASE NOT TO EXCEED \$	406.14	Open
			DPW INVENTORY RESTOCK	3,196.00	Open
			JAN MONTHLY INV	203.07	Open
				<u>3,805.21</u>	
03/27/2026	12775 (A)	FISHBECK, THOMPSON, CARR & HUBER, I	ENGINEERING - WELLS REHAB AND ABANDONMEN	1,651.25	Open
			ENGINEERING DESIGN/BIDDING SERVICES/CONS	1,750.00	Open
			ENGINEERING SERVICES-WTP ELECTRICAL GROU	7,386.25	Open
			ENGINEERING - GUTE HILL BOOSTER STATION	201,481.50	Open
			ENGINEERING - WWTP NITRIFICATION TOWERS	358,920.00	Open
			WTP FILTERS IMPROVEMENT PROJECT DWR7497	4,391.00	Open
			2026 DWSRF WATER MAIN PROJECT 2 ENGINEER	19,350.00	Open
				<u>594,930.00</u>	
03/27/2026	12776 (A)	GILBERT'S DO IT BEST HARDWARE & APP	FEBRUARY 2026 PURCHASES	448.63	Open
03/27/2026	12777 (A)	GOULD LAW PC	LEGAL SERVICES	11,042.20	Open
03/27/2026	12778 (A)	GOYETTE MECHANICAL	REPAIR OFD BOILER IGNITOR	1,003.90	Open
			MAINTENANCE CONTRACT 6544-2C FOR BOILER	175.00	Open
			MAINTENANCE CONTRACT 6544-2C FOR BOILER	175.00	Open
				<u>175.00</u>	

Check Date	Check	Vendor Name	Description	Amount	Status
				1,353.90	
03/27/2026	12779 (A)	GRAINGER INC	ROUTINE PURCHASES NOT TO EXCEED \$2000-IN	31.95	Open
03/27/2026	12780 (A)	GRAYMONT WESTERN LIME INC	PEBBLE QUICK LIME - WTP	8,704.00	Open
03/27/2026	12781 (A)	GREAT LAKES BAY CONSTRUCTION	CITY HALL REHABILITATION PROJECT	5,985.15	Open
03/27/2026	12782 (A)	H2O COMPLIANCE SERVICES INC	HYDARNT BACKFLOW PREVENTOR TESTING & POI	500.00	Open
			HYDARNT BACKFLOW PREVENTOR TESTING & POI	750.00	Open
				<u>1,250.00</u>	
03/27/2026	12783 (A)	HANNA INSTRUMENTS INC	HI70480U PCA FREE CHLORINE REAGENT KIT	629.90	Open
03/27/2026	12784 (A)	HME INCORPORATED	OFD T-1 MIRROR KIT / CAMERA & FREIGHT /	2,539.06	Open
03/27/2026	12785 (A)	HUTSON INC OF MICHIGAN	FYE6-30-2026 ROUTINE PARTS/SUPPLIES-INDI	989.21	Open
03/27/2026	12786 (A)	IDEXX DISTRIBUTION CORPORATION	WP200I GAMMA IRRAD COLILERT 100ML 200PK	1,267.56	Open
03/27/2026	12787 (A)	J & H OIL COMPANY	FYE6-30-2026 LUBES AND DELIVERED DIESEL	92.93	Open
			GAS AND FUEL	4,871.53	Open
				<u>4,964.46</u>	
03/27/2026	12788 (A)	JAYNE S BROWN	MARCH TRAINING & BOR MEETINGS	260.00	Open
03/27/2026	12789 (A)	JERRY L JONES	MARCH TRAINING & BOR MEETINGS	260.00	Open
03/27/2026	12790 (A)	LUNGHAMER FORD OF OWOSSO	MARKER LIGHT REPLACEMENT & OIL CHANGE FC	430.79	Open
			BRAKE SERVICE/COOLANT LEAK OPD 15-21	1,220.21	Open
				<u>1,651.00</u>	
03/27/2026	12791 (A)	MACQUEEN EMERGENCY GROUP	REPAIR MEDIC 5 / SIREN SPEAKER REPLACEME	984.26	Open
			OFD UNIFORM LEATHER 6" PIECES	147.00	Open
				<u>1,131.26</u>	
03/27/2026	12792 (A)	MAGNEGRIP	TAIL PIPE ASSY FOR T-1 / INSURANCE CLAIM	393.47	Open
03/27/2026	12793 (A)	MEMORIAL HEALTHCARE	PRE EMPLOYMENT DRUG TEST	77.00	Open
03/27/2026	12794 (A)	MICHIGAN PIPE & VALVE INC.- GENESEE	JANUARY MONTHLY PARTS INV	1,182.00	Open
03/27/2026	12795 (A)	MIKE SELLECK	MARCH TRAINING & BOR MEETINGS	260.00	Open
03/27/2026	12796 (A)	MUNICIPAL EMPLOYEES RETIREMENT SYST	EMPLOYER CONTRIBUTIONS	77,059.77	Open
03/27/2026	12797 (A)	NAPA AUTO PARTS	FYE 6-30-2026 PARTS/SUPPLIES-INVOICE TO	365.98	Open
03/27/2026	12798 (A)	PACE ANALYTICAL SERVICES INC	FYE6-30-2026 ANNUAL WASTEWATER ANALYSES-	551.00	Open
03/27/2026	12799 (A)	PVS NOLWOOD CHEMICALS INC	14 BAGS SODIUM FLUORIDE	1,811.50	Open
03/27/2026	12800 (A)	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE - LANSING BWL JOINT PURC	9,667.78	Open
03/27/2026	12801 (A)	RCL CONSTRUCTION CO INC	WWTP CLARIFIER PROJECT PROJECT 5919.01	44,687.22	Open
			WWTP IMPROVEMENTS PHASE 1 - CWRP PROJECT	209,731.93	Open
				<u>254,419.15</u>	
03/27/2026	12802 (A)	REPUBLIC SERVICES INC	ALL DUMPSTER CONTAINER SERVICES 3 YEARS	402.84	Open
03/27/2026	12803 (A)	RICHARD W. HARSH II	MARCH TRAINING & BOR MEETINGS	195.00	Open
03/27/2026	12804 (A)	RONALD DANKERT	MARCH TRAINING & BOR MEETINGS	260.00	Open
03/27/2026	12805 (A)	RUTHY'S LAUNDRY CENTER	PUBLIC SAFETY UNIFORM CLEANING	723.00	Open
03/27/2026	12806 (A)	SMITH SAND & GRAVEL INC	CLASS II BACK FILL SAND - FYE 6-30-2025	1,828.20	Open
03/27/2026	12807 (A)	SORENSEN GROSS COMPANY	WELL IMPROVEMENTS 2025 (7880.01)	226,604.61	Open
			WATER TREATMENT PLANT FILTERS IMPROVEMEN	7,260.25	Open
				<u>233,864.86</u>	
03/27/2026	12808 (A)	SPICER GROUP, INC.	ENGINEERING SERVICES-CITY HALL IMPROVEME	1,581.50	Open
			OAKWOOD AND HERITAGE BRIDGE INSPECTIONS	4,493.00	Open
			ENGINEERING SERVICES-CITY HALL IMPROVEME	2,768.50	Open

Check Date	Check	Vendor Name	Description	Amount	Status
				8,843.00	
03/27/2026	12809 (A)	STAPLES BUSINESS CREDIT	STAPLES JANUARY 2026 PURCHASES FEBRUARY 2026 PURCHASES	107.40 1,369.51	Open Open
				1,476.91	
03/27/2026	12810 (A)	SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPECTION	140.50	Open
03/27/2026	12811 (A)	THE ARGUS-PRESS	LEGAL PRINTING SERVICES 7-1-2025 THRU 6-	399.00	Open
03/27/2026	12812 (A)	TRUCK & TRAILER SPECIALTIES	PART FOR #434	1,561.73	Open
03/27/2026	12813 (A)	UNITED PARCEL SERVICE	SHIPPING FOR WWTP SHIPPING FOR WWTP	12.50 64.68	Open Open
				77.18	
03/27/2026	12814 (A)	VERIZON WIRELESS	ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS ACCT# 542420262-00001 - VERIZON WIRELESS	83.72 40.75 577.77 45.75 40.35 89.12 177.60 176.86 134.02 43.37	Open Open Open Open Open Open Open Open Open Open
				1,409.31	
03/27/2026	12815 (A)	VERIZON WIRELESS	ACCT# 542420262-00003 VERIZON WIRELESS C	570.57	Open
03/27/2026	12816 (A)	VERIZON WIRELESS	ACCOUNT # 242027057-00002 M2M ACCOUNT SH	125.18	Open
03/27/2026	12817 (A)	WASTE MANAGEMENT OF MICHIGAN INC	ACCT# 10-15322-43000 WASTE MGMT SERVICES ACCT# 10-15322-43000 WASTE MGMT SERVICES	10,559.48 13,826.98	Open Open
				24,386.46	
03/27/2026	12818 (A)	WEST SHORE SERVICES, INC.	ANNUAL SERVICE INSPECTION ON OUTDOOR WAF	1,540.00	Open
03/27/2026	12819 (A)	WHITMORE MANUFACTURING LLC	GREASE FOR EQUIPMENT	823.02	Open
			Total ACH Transaction:	3,565,624.33	
Check Type: EFT Transfer					
03/13/2026	12704 (E)	HUNTINGTON NATONAL BANK -CREDITCARD	CITY CREDIT CARD PURCHASES CITY CREDIT CARD PURCHASES	3,798.33 2,541.32	Open Open
				6,339.65	
03/13/2026	12705 (E)	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN EMAIL SERVICE - ESSENTIALS PLAN	26.50 33.57	Open Open
				60.07	
03/27/2026	12755 (E)	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN EMAIL SERVICE - ESSENTIALS PLAN	26.50 33.57	Open Open
				60.07	
03/27/2026	12756 (E)	U S BANK	3074 - MFA STATE REVOLVING FUND PAYMENT	652,815.23	Open

Check Date	Check	Vendor Name	Description	Amount	Status
Total EFT Transfer:				659,275.02	
Check Type: Paper Check					
02/27/2026	139059	ALL SEASONS UNDERGROUND CONSTRUCTIO	2025-2027 WATER SERVICE LINE REPLACEMENT	122,174.04	Open
02/27/2026	139060	AMERICAN PUBLIC WORKS ASSOCIATION	YEARLY SUBSCRIPTION APWA	944.00	Open
02/27/2026	139061	AMERICAN SPEEDY PRINTING	AV APPLICATIONS	359.00	Open
02/27/2026	139062	COCHRAN KAREN	UB refund for account: 3290070004	24.37	Open
02/27/2026	139063	CORDIER EXCAVATING	EXCAVATION REQUIRED FOR WATER MAIN BREAK	4,225.00	Open
02/27/2026	139064	CUMMINS SALES AND SERVICE	EQUIPMENT DAIGNOSTIC SOFTWARE	800.00	Open
02/27/2026	139065	DAVIS CODY	UB refund for account: 3941070016	50.80	Open
02/27/2026	139066	KENT COMMUNICATIONS INC	MARCH 31, 2026 UTILITY BILLING WITH 2 IN	3,824.85	Open
02/27/2026	139067	MATTHEW S FRAY	MEAL REIMBURSEMENT + CAR WASH	40.95	Open
02/27/2026	139068	MICHIGAN ASSOCIATION OF CHIEFS OF P	ADMINISTRATIVE ASSISTANTS CONFERENCE - I	250.00	Open
02/27/2026	139069	MICHIGAN CO INC	WHITE RAGS	372.05	Open
02/27/2026	139070	MODERN SHIAWASSEE	PADS FOR GENERATORS	509.00	Open
02/27/2026	139071	NORTH AMERICAN OVERHEAD DOOR INC	REPAIR OFD DOOR	957.85	Open
			MAIN PLANT BUILDING LOADING DOCK DOOR RE	165.00	Open
				1,122.85	
02/27/2026	139072	OWOSSO PUBLIC SCHOOLS	2025 TAX COLLECTION 2-15-2026	1,125,851.39	Open
02/27/2026	139073	PAUL KLEEMAN	MEAL REIMBURSEMENT	73.76	Open
			ROOM AND PARKING REIMBURSEMENT	679.80	Open
				753.56	
02/27/2026	139074	ROWELL PLUMBING LLC	FINAL CONNECTIONS INTO THE PLUMBING FOR	800.00	Open
02/27/2026	139075	SCOTT D DAVIS	MEAL REIMBURSEMENT	49.12	Open
02/27/2026	139076	SHIAWASSEE ARTS CENTER	GIFT SHOP ITEMS FOR THE CASTLE	230.00	Open
02/27/2026	139077	SHIAWASSEE COUNTY TREASURER	2025 TAC COLLECTION FEB 2-15-2026	567,318.44	Open
02/27/2026	139078	STATE OF MICHIGAN	TAX COLLECTION SPECIAL ACT COLLECTION 2-	14,149.39	Open
02/27/2026	139079	STATE OF MICHIGAN	QUALITY ASSURANCE ASSESSMENT QUARTERLY I	1,515.15	Open
02/27/2026	139080	THOMAS WHEELER	PARKING FEE REIMBURSEMENT	30.00	Open
03/13/2026	139081	ALL SEASONS UNDERGROUND CONSTRUCTIO	2025-2027 WATER SERVICE LINE REPLACEMENT	211,313.49	Open
03/13/2026	139082	CARL LUDINGTON	CITY COUNCIL PAYROLL	120.00	Open
03/13/2026	139083	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,736.82	Open
03/13/2026	139084	DAYSTARR COMMUNICATIONS	CASTLE PHONE AND INTERNET	76.77	Open
03/13/2026	139085	EMILY OLSON	CITY COUNCIL PAYROLL	120.00	Open
03/13/2026	139086	FREDRICKSON SUPPLY	PARTS FOR #438	500.16	Open
			PARTS FOR #438	236.18	Open
				736.34	
03/13/2026	139087	GREAT LAKES ENVIRONMENTAL TESTING	ENVIRONMENTAL TESTING FOR CURWOOD CASTLE	1,550.00	Open
03/13/2026	139088	HARRIS ELECTRIC LLC	INSTALL POWER CORD FOR OFD	190.00	Open
03/13/2026	139089	HOME DEPOT CREDIT SERVICES	HOME DEPOT JANUARY 2026 PURCHASES	381.21	Open
03/13/2026	139090	ICMA MEMBERSHIP RENEWALS	NATHAN HENNE MEMBERSHIP RENEWAL 2026	999.69	Open
03/13/2026	139091	IMS ALLIANCE	NAME TAGS/LOCKER TAGS FOR OFD	84.11	Open
03/13/2026	139092	JANAE L FEAR	CITY COUNCIL PAYROLL	100.00	Open
03/13/2026	139093	JEROME C HABER	CITY COUNCIL PAYROLL	110.00	Open
03/13/2026	139094	KEGAN BREINING	PESTICIDE CLASS FEE REIMBURSEMENT	25.00	Open
03/13/2026	139095	LAMPHERE PLUMBING & HEATING INC	REPAIR ROOFTOP HEATER ON OPD BUILDING	1,899.28	Open
03/13/2026	139096	LERETA LLC	2025 Win Tax Refund 050-673-004-008-00	1,494.82	Open
03/13/2026	139097	LLOYD MILLER & SONS, INC	PARTS FOR LOADERS	279.45	Open
03/13/2026	139098	MICHIGAN ASSOCIATION OF CHIEFS OF P	ANNUAL MACP MEMBERSHIP DUES - K. LENKART	115.00	Open
03/13/2026	139099	MICHIGAN FAIR CONTRACTING CENTER	PREVAILING WAGE COMPLIANCE OVERSIGHT - 2	1,050.00	Open
03/13/2026	139100	MID MICHIGAN CHIEFS OF POLICE ASSO	DUES FOR K. LENKART & E. CHERRY	100.00	Open

Check Date	Check	Vendor Name	Description	Amount	Status
03/13/2026	139101	MOSKAITIS, PENNY	2025 Win Tax Refund 050-010-033-017-00	9.10	Open
03/13/2026	139102	NORTH AMERICAN OVERHEAD DOOR INC	REPAIR OF BROKEN CLARIFIER BUILDING OVEH	407.70	Open
03/13/2026	139103	ROBERT J TEICH JR	CITY COUNCIL PAYROLL	250.00	Open
03/13/2026	139104	SHIAWASSEE COUNTY LAND BANK AUTHORI	TAX DISBURSEMENT FOR LAND BANK	7,637.06	Open
03/13/2026	139105	SHIAWASSEE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY TAX FEB. 20	1,184.94	Open
03/13/2026	139106	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT FEB. 2026	512.50	Open
03/13/2026	139107	SHIAWASSEE COUNTY TREASURER	TAX DISBURSEMENT FOR LAND BANK	1,901.20	Open
03/13/2026	139108	SHIAWASSEE COUNTY TREASURER	TAX COLLECTION 02/16/2026 - 03/02/2026	235,670.46	Open
03/13/2026	139109	SMOKIN JACKS BBQ LLC	MAIN STREET MEETUP GIFT CARD GIVEAWAYS	125.00	Open
03/13/2026	139110	STATE OF MICHIGAN	TAX DISBURSEMENTS OR LAND BANK SPLIT SEI	1,094.10	Open
03/13/2026	139111	STATE OF MICHIGAN	TAX DISBURSEMENT FOR 2025 IFT SCHOOL OPE	12,454.61	Open
03/13/2026	139112	STATE OF MICHIGAN	SOR REGISTRATION FEE FEB. 2026	90.00	Open
03/13/2026	139113	TELE VAC ENVIRONMENTAL, INC	2025 SEWER LINING PROJECT - CHANGE ORDEF	137,675.00	Open
03/13/2026	139114	TIRE FACTORY	NEW TIRES FOR OPD# 2223 VIN 0236	943.92	Open
03/13/2026	139115	UNIVERSAL HANDLING EQUIPMENT COMPAN	2025 Win Tax Refund 050-553-000-004-00	6,131.40	Open
03/13/2026	139116	UNIVERSAL HANDLING EQUIPMENT COMPAN	2025 Win Tax Refund 050-553-000-006-00	10,482.39	Open
03/13/2026	139117	VIC BOND SALES, INC. - OWOSSO	PARTS FOR TEMP HEAT	1,140.95	Open
			REPLACEMENT OF INSIDE WATER LINE	50.40	Open
			REPLACEMENT OF INSIDE WATER LINE	32.63	Open
			REPLACEMENT OF INSIDE WATER LINE	26.50	Open
			REPLACEMENT OF INSIDE WATER LINE	27.87	Open
			REPLACEMENT OF INSIDE WATER LINE	36.33	Open
			REPLACEMENT OF INSIDE WATER LINE	15.34	Open
			REPLACEMENT OF INSIDE WATER LINE	18.89	Open
			REPLACEMENT OF INSIDE WATER LINE	14.16	Open
				<u>1,363.07</u>	
03/13/2026	139118	WIN'S ELECTRICAL SUPPLY OF OWOSSO	FYE6-30-2026 SUPPLIES-INVOICE TO BE SIGM	68.90	Open
03/27/2026	139119	ADVANCED DRAINAGE SYSTEMS INC	ADS DRAIN TILE AND SILT FENCE FOR CONSTE	261.62	Open
03/27/2026	139120	AGNEW SIGNS - MARK D AGNEW	LETTERING FOR NEW BASEMENT DOORS	195.00	Open
03/27/2026	139121	ALL SEASONS UNDERGROUND CONSTRUCTIO	2025-2027 WATER SERVICE LINE REPLACEMENT	239,879.29	Open
03/27/2026	139122	AMBER CURRY	AMBER CURRY - MEAL REIMBURSEMENT	9.54	Open
03/27/2026	139123	AMERICAN SPEEDY PRINTING	PRINTED SUPPLIES FOR OFFICE	42.00	Open
03/27/2026	139124	BANGIN' BOWLS	MAIN STREET MEETUP CATERING	125.00	Open
03/27/2026	139125	BOBCAT OF LANSING	DEALER ONLY PARTS FOR #446	2,444.36	Open
03/27/2026	139126	C. E. DOOR & HARDWARE LLC	ADA COMPLIANT BASEMENT EXTERIOR DOORS	18,137.00	Open
03/27/2026	139127	D & D TRUCK & TRAILER PARTS	FYE 6-30-2026 MONTHLY EXPENSE PO. AMOUNT	73.38	Open
03/27/2026	139128	DAVE'S MUFFLER SHOP	REPAIR TOWER 1 TAILPIPE - CLAIM # 260074	171.04	Open
03/27/2026	139129	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,736.91	Open
03/27/2026	139130	DISABILITY NETWORK CAPITAL AREA	BENTLEY PARK PICKLEBALL PROJECT SUPPORT	500.00	Open
03/27/2026	139131	EMPCO INC	PROMOTIONAL TESTS FOR OFD & OPD	720.00	Open
03/27/2026	139132	FREDRICKSON SUPPLY	PARTS FOR #438	1,140.96	Open
03/27/2026	139133	GEZELMAN CODY	UB refund for account: 2770890006	77.75	Open
03/27/2026	139134	HOTSY OF MID-MICHIGAN	HIGH PRESSURE STEAM CLEANER DPW EQUIP #1	9,500.00	Open
03/27/2026	139135	JACKSON TRUCKING	22A GRAVEL/FILEDSTONE RIPRAP/6A GRAVEL I	775.64	Open
03/27/2026	139136	KENT COMMUNICATIONS INC	2026 ASSESSMENT CHANGE NOTICES	1,186.02	Open
03/27/2026	139137	LAMPHERE PLUMBING & HEATING INC	EMERGENCY CASTLE REPAIR MMRMA CLAIM 2600	2,677.78	Open
			PRESSURE TEST PIPES AT CASTLE MMRMA CLA1	1,500.00	Open
				<u>4,177.78</u>	
03/27/2026	139138	LOCKWOOD CODY	UB refund for account: 3591570008	165.60	Open
03/27/2026	139139	NATIONAL ROOFING & SHEET METAL CO I	UMBRELLA PROGRAM	950.00	Open
03/27/2026	139140	OWOSSO BOLT & BRASS CO	ROUTINE PURCHASES NOT TO EXCEED \$2000-IN	233.03	Open
03/27/2026	139141	OWOSSO COMMUNITY AIRPORT	FY 21/22 ANNUAL CONTRIBUTION FROM THE CI	5,259.50	Open
03/27/2026	139142	OWOSSO/CALEDONIA TWN. UTILITY AUTH.	SEWER PUMP STATION 5 (40% OF EXPENSE)	252.17	Open
			SEWER PUMP STATION 5 (40% OF EXPENSE)	390.28	Open

Check Date	Check	Vendor Name	Description	Amount	Status
				642.45	
03/27/2026	139143	PRIORITY WASTE LLC	DOWNTOWN TRASH CAN PICK UP	375.00	Open
			DOWNTOWN TRASH CAN PICK UP	375.00	Open
				<u>750.00</u>	
03/27/2026	139144	SPALENY, LAWRENCE FRANCIS	BD Bond Refund	15,520.00	Open
03/27/2026	139145	STATE OF MICHIGAN	APPLICATION FOR REGISTRATION AS A PRODUC	75.00	Open
03/27/2026	139146	STATE OF MICHIGAN-EGLE	WATER COURSES FOR P. TURNER	275.00	Open
03/27/2026	139147	TOTAL SECURITY, LLC	PUBLIC SAFETY SURVEILLANCE CAMERA EXPANS	8,758.16	Open
03/27/2026	139148	VERIDUS MICHIGAN LLC	OWNER REPRESENTATIVE SERVICES - PS IMPRO	300.00	Open
			OWNERS REP - CITY HALL REHABILITATION PI	1,450.00	Open
				<u>1,750.00</u>	
03/27/2026	139149	WIN'S ELECTRICAL SUPPLY OF OWOSSO	FYE6-30-2026 SUPPLIES-INVOICE TO BE SIGN	608.09	Open
			Total Paper Check:	<u>2,802,017.41</u>	
1 TOTALS:					
Total of 243 Checks:				7,026,916.76	
Less 0 Void Checks:				0.00	
Total of 243 Disbursements:				<u>7,026,916.76</u>	

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/03/2026	1	139834	BLUE CROSS BLUE SHIELD OF MICHIGAN	37,361.95	37,361.95	0.00	Open
03/03/2026	1	139835	BLUECARE NETWORK OF MICHIGAN	53,694.95	53,694.95	0.00	Open
03/05/2026	1	139836		2,137.90	1,466.60	0.00	Open
03/05/2026	1	139837	CITY OF OWOSSO	841.16	841.16	0.00	Open
03/05/2026	1	139838	STATE OF MI 35TH CIRCUIT COURT	50.00	50.00	0.00	Open
03/05/2026	1	139839	MELISSA A CAOUETTE	369.23	369.23	0.00	Open
03/19/2026	1	139840		2,195.57	1,698.16	0.00	Open
03/19/2026	1	139841		1,982.18	1,406.97	0.00	Open
03/19/2026	1	139842		801.60	631.19	0.00	Open
03/20/2026	1	139843	SHIAWASSEE FAMILY YMCA	113.90	113.90	0.00	Open
03/20/2026	1	139844	MEMORIAL HEALTHCARE WELLNESS CENTER	225.00	225.00	0.00	Open
03/20/2026	1	139845	STATE OF MI 35TH CIRCUIT COURT	50.00	50.00	0.00	Open
03/20/2026	1	139846	MELISSA A CAOUETTE	369.23	369.23	0.00	Open
03/20/2026	1	139847	CITY OF OWOSSO	841.16	841.16	0.00	Open
03/01/2026	1	139848	BLUE CROSS BLUE SHIELD OF MICHIGAN	28,412.32	28,412.32	0.00	Open
03/23/2026	1	139849	BLUECARE NETWORK OF MICHIGAN	61,571.68	61,571.68	0.00	Open
03/20/2026	1	139850	NATIONAL VISION ADMINISTRATORS, LLC	846.33	846.33	0.00	Open
03/27/2026	1	139851	STATE OF MI 35TH CIRCUIT COURT	50.00	50.00	0.00	Open
03/05/2026	1	DD43837		3,925.40	0.00	2,646.17	Open
03/05/2026	1	DD43838		5,139.77	0.00	2,973.19	Open
03/05/2026	1	DD43839		3,230.77	0.00	2,318.65	Open
03/05/2026	1	DD43840		2,454.82	0.00	1,983.42	Open
03/05/2026	1	DD43841		3,798.80	0.00	2,196.53	Open
03/05/2026	1	DD43842		2,511.75	0.00	1,984.19	Open
03/05/2026	1	DD43843		4,487.63	0.00	1,979.91	Open
03/05/2026	1	DD43844		1,877.32	0.00	1,379.36	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/05/2026	1	DD43845		3,344.72	0.00	1,646.64	Open
03/05/2026	1	DD43846		1,907.50	0.00	1,282.17	Open
03/05/2026	1	DD43847		2,766.40	0.00	2,080.36	Open
03/05/2026	1	DD43848		1,747.20	0.00	1,100.62	Open
03/05/2026	1	DD43849		1,680.22	0.00	1,157.07	Open
03/05/2026	1	DD43850		3,329.06	0.00	2,151.40	Open
03/05/2026	1	DD43851		2,189.82	0.00	1,563.82	Open
03/05/2026	1	DD43852		2,277.18	0.00	1,897.79	Open
03/05/2026	1	DD43853		3,177.32	0.00	332.41	Open
03/05/2026	1	DD43854		2,664.31	0.00	1,965.39	Open
03/05/2026	1	DD43855		1,689.05	0.00	1,505.05	Open
03/05/2026	1	DD43856		3,580.65	0.00	2,624.53	Open
03/05/2026	1	DD43857		3,444.55	0.00	2,645.39	Open
03/05/2026	1	DD43858		3,881.65	0.00	2,655.62	Open
03/05/2026	1	DD43859		3,172.94	0.00	2,347.28	Open
03/05/2026	1	DD43860		3,437.60	0.00	2,246.17	Open
03/05/2026	1	DD43861		3,561.90	0.00	2,493.67	Open
03/05/2026	1	DD43862		5,798.43	0.00	3,985.33	Open
03/05/2026	1	DD43863		3,881.80	0.00	2,950.50	Open
03/05/2026	1	DD43864		20.00	0.00	20.00	Open
03/05/2026	1	DD43865		3,521.08	0.00	2,495.91	Open
03/05/2026	1	DD43866		2,850.98	0.00	1,888.56	Open
03/05/2026	1	DD43867		2,967.41	0.00	2,255.13	Open
03/05/2026	1	DD43868		2,918.00	0.00	2,211.78	Open
03/05/2026	1	DD43869		3,478.82	0.00	2,393.22	Open
03/05/2026	1	DD43870		3,072.35	0.00	2,085.07	Open
03/05/2026	1	DD43871		3,381.97	0.00	2,429.82	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/05/2026	1	DD43872		1,654.74	0.00	1,206.91	Open
03/05/2026	1	DD43873		1,803.99	0.00	1,331.23	Open
03/05/2026	1	DD43874		8,768.92	0.00	4,976.28	Open
03/05/2026	1	DD43875		247.14	0.00	227.38	Open
03/05/2026	1	DD43876		247.14	0.00	217.72	Open
03/05/2026	1	DD43877		247.14	0.00	217.73	Open
03/05/2026	1	DD43878		370.71	0.00	342.35	Open
03/05/2026	1	DD43879		247.14	0.00	182.74	Open
03/05/2026	1	DD43880		247.14	0.00	217.73	Open
03/05/2026	1	DD43881		96.11	0.00	88.75	Open
03/05/2026	1	DD43882		494.28	0.00	456.47	Open
03/05/2026	1	DD43883		123.57	0.00	108.87	Open
03/05/2026	1	DD43884		137.30	0.00	120.96	Open
03/05/2026	1	DD43885		247.14	0.00	217.74	Open
03/05/2026	1	DD43886		3,670.47	0.00	2,565.66	Open
03/05/2026	1	DD43887		2,120.06	0.00	1,887.07	Open
03/05/2026	1	DD43888		3,221.80	0.00	2,372.81	Open
03/05/2026	1	DD43889		3,150.52	0.00	2,222.25	Open
03/05/2026	1	DD43890		1,957.96	0.00	1,652.02	Open
03/05/2026	1	DD43891		2,841.71	0.00	1,865.39	Open
03/05/2026	1	DD43892		2,172.80	0.00	1,603.41	Open
03/05/2026	1	DD43893		2,496.48	0.00	1,938.91	Open
03/05/2026	1	DD43894		2,301.60	0.00	1,403.27	Open
03/05/2026	1	DD43895		24,510.50	0.00	0.43	Open
03/05/2026	1	DD43896		2,301.60	0.00	1,832.77	Open
03/05/2026	1	DD43897		3,829.24	0.00	2,729.53	Open
03/05/2026	1	DD43898		2,531.20	0.00	1,944.67	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/05/2026	1	DD43899		2,659.11	0.00	1,934.71	Open
03/05/2026	1	DD43900		2,862.72	0.00	1,729.57	Open
03/05/2026	1	DD43901		2,301.61	0.00	1,794.18	Open
03/05/2026	1	DD43902		2,192.20	0.00	1,797.73	Open
03/05/2026	1	DD43903		2,172.80	0.00	1,810.63	Open
03/05/2026	1	DD43904		5,296.52	0.00	3,537.71	Open
03/05/2026	1	DD43905		2,796.48	0.00	2,124.68	Open
03/05/2026	1	DD43906		2,886.08	0.00	1,376.62	Open
03/05/2026	1	DD43907		2,963.36	0.00	1,989.21	Open
03/05/2026	1	DD43908		3,605.71	0.00	1,916.94	Open
03/05/2026	1	DD43909		2,586.08	0.00	1,792.40	Open
03/05/2026	1	DD43910		2,601.60	0.00	1,897.64	Open
03/05/2026	1	DD43911		2,600.00	0.00	1,838.93	Open
03/05/2026	1	DD43912		382.64	0.00	295.97	Open
03/05/2026	1	DD43913		1,887.47	0.00	1,463.60	Open
03/05/2026	1	DD43914		1,974.78	0.00	1,438.91	Open
03/05/2026	1	DD43915		2,340.30	0.00	1,097.98	Open
03/05/2026	1	DD43916		2,412.96	0.00	1,553.06	Open
03/05/2026	1	DD43917		2,276.98	0.00	1,757.92	Open
03/05/2026	1	DD43918		1,603.20	0.00	1,089.79	Open
03/05/2026	1	DD43919		2,376.07	0.00	1,602.29	Open
03/05/2026	1	DD43920		1,773.47	0.00	1,361.13	Open
03/05/2026	1	DD43921		2,401.75	0.00	1,840.42	Open
03/05/2026	1	DD43922		3,370.74	0.00	2,421.69	Open
03/05/2026	1	DD43923		2,184.00	0.00	1,629.60	Open
03/05/2026	1	DD43924		2,071.35	0.00	1,562.36	Open
03/05/2026	1	DD43925		3,370.74	0.00	2,379.41	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/05/2026	1	DD43926		1,277.25	0.00	981.45	Open
03/05/2026	1	DD43927		1,787.20	0.00	1,371.53	Open
03/05/2026	1	DD43928		2,368.04	0.00	1,759.57	Open
03/05/2026	1	DD43929		1,589.12	0.00	1,136.64	Open
03/05/2026	1	DD43930		1,966.40	0.00	844.36	Open
03/05/2026	1	DD43931		2,901.28	0.00	1,972.11	Open
03/05/2026	1	DD43932		1,918.00	0.00	1,471.90	Open
03/05/2026	1	DD43933		3,498.30	0.00	2,207.64	Open
03/05/2026	1	DD43934		1,888.77	0.00	1,530.85	Open
03/05/2026	1	DD43935		2,293.36	0.00	1,545.22	Open
03/05/2026	1	DD43936		2,285.86	0.00	1,666.56	Open
03/05/2026	1	DD43937		3,370.74	0.00	2,422.58	Open
03/05/2026	1	DD43938		3,298.17	0.00	2,135.74	Open
03/05/2026	1	DD43939		2,294.35	0.00	1,822.11	Open
03/05/2026	1	DD43940		1,799.20	0.00	1,549.90	Open
03/05/2026	1	DD43941		2,015.24	0.00	1,558.66	Open
03/05/2026	1	DD43942		2,387.86	0.00	1,787.96	Open
03/05/2026	1	DD43943		124.00	0.00	114.51	Open
03/05/2026	1	DD43944		43.25	0.00	38.10	Open
03/19/2026	1	DD43945		3,043.62	0.00	2,356.10	Open
03/19/2026	1	DD43946		2,511.74	0.00	1,984.16	Open
03/19/2026	1	DD43947		3,159.49	0.00	2,265.56	Open
03/19/2026	1	DD43948		1,747.20	0.00	1,100.61	Open
03/19/2026	1	DD43949		1,793.72	0.00	1,428.36	Open
03/19/2026	1	DD43950		2,006.40	0.00	1,406.60	Open
03/19/2026	1	DD43951		4,487.63	0.00	1,933.91	Open
03/19/2026	1	DD43952		2,330.78	0.00	1,750.00	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/19/2026	1	DD43953		2,184.00	0.00	1,629.59	Open
03/19/2026	1	DD43954		1,963.79	0.00	1,739.20	Open
03/19/2026	1	DD43955		2,891.96	0.00	2,153.99	Open
03/19/2026	1	DD43956		274.60	0.00	251.56	Open
03/19/2026	1	DD43957		4,036.66	0.00	2,789.53	Open
03/19/2026	1	DD43958		1,628.02	0.00	1,273.92	Open
03/19/2026	1	DD43959		3,230.77	0.00	2,318.64	Open
03/19/2026	1	DD43960		3,555.53	0.00	2,435.12	Open
03/19/2026	1	DD43961		2,434.00	0.00	1,816.20	Open
03/19/2026	1	DD43962		2,277.19	0.00	1,897.81	Open
03/19/2026	1	DD43963		274.60	0.00	241.93	Open
03/19/2026	1	DD43964		2,600.00	0.00	1,838.91	Open
03/19/2026	1	DD43965		3,828.66	0.00	2,578.84	Open
03/19/2026	1	DD43966		3,648.04	0.00	2,576.00	Open
03/19/2026	1	DD43967		274.60	0.00	241.93	Open
03/19/2026	1	DD43968		3,604.51	0.00	2,653.11	Open
03/19/2026	1	DD43969		1,680.22	0.00	1,157.07	Open
03/19/2026	1	DD43970		3,410.75	0.00	2,684.09	Open
03/19/2026	1	DD43971		2,496.47	0.00	1,839.66	Open
03/19/2026	1	DD43972		384.44	0.00	355.03	Open
03/19/2026	1	DD43973		2,155.05	0.00	1,673.59	Open
03/19/2026	1	DD43974		3,177.32	0.00	332.42	Open
03/19/2026	1	DD43975		3,329.06	0.00	2,151.39	Open
03/19/2026	1	DD43976		2,496.48	0.00	1,938.91	Open
03/19/2026	1	DD43977		2,961.85	0.00	2,189.82	Open
03/19/2026	1	DD43978		3,347.17	0.00	2,401.65	Open
03/19/2026	1	DD43979		403.89	0.00	312.41	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/19/2026	1	DD43980		3,925.40	0.00	2,600.19	Open
03/19/2026	1	DD43981		2,189.82	0.00	1,563.83	Open
03/19/2026	1	DD43982		1,654.74	0.00	1,206.92	Open
03/19/2026	1	DD43983		1,827.00	0.00	1,329.04	Open
03/19/2026	1	DD43984		170.50	0.00	157.46	Open
03/19/2026	1	DD43985		2,990.80	0.00	1,947.83	Open
03/19/2026	1	DD43986		54.92	0.00	48.40	Open
03/19/2026	1	DD43987		3,370.74	0.00	2,297.40	Open
03/19/2026	1	DD43988		4,916.58	0.00	3,580.20	Open
03/19/2026	1	DD43989		2,496.48	0.00	1,892.34	Open
03/19/2026	1	DD43990		3,370.74	0.00	2,422.58	Open
03/19/2026	1	DD43991		2,468.64	0.00	1,535.63	Open
03/19/2026	1	DD43992		5,139.77	0.00	2,973.18	Open
03/19/2026	1	DD43993		2,291.70	0.00	2,038.28	Open
03/19/2026	1	DD43994		4,196.61	0.00	3,250.84	Open
03/19/2026	1	DD43995		1,803.98	0.00	1,331.24	Open
03/19/2026	1	DD43996		3,017.70	0.00	2,289.73	Open
03/19/2026	1	DD43997		1,322.10	0.00	1,013.33	Open
03/19/2026	1	DD43998		274.60	0.00	206.91	Open
03/19/2026	1	DD43999		2,147.53	0.00	1,012.02	Open
03/19/2026	1	DD44000		2,846.25	0.00	2,211.74	Open
03/19/2026	1	DD44001		1,891.03	0.00	1,498.78	Open
03/19/2026	1	DD44002		2,062.42	0.00	1,369.43	Open
03/19/2026	1	DD44003		3,217.20	0.00	2,302.16	Open
03/19/2026	1	DD44004		3,344.72	0.00	1,646.63	Open
03/19/2026	1	DD44005		1,942.40	0.00	1,545.53	Open
03/19/2026	1	DD44006		260.87	0.00	229.83	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/19/2026	1	DD44007		3,946.70	0.00	1,847.48	Open
03/19/2026	1	DD44008		2,676.40	0.00	1,239.42	Open
03/19/2026	1	DD44009		2,012.80	0.00	1,604.36	Open
03/19/2026	1	DD44010		2,663.36	0.00	1,792.95	Open
03/19/2026	1	DD44011		2,862.72	0.00	1,542.50	Open
03/19/2026	1	DD44012		1,738.47	0.00	1,243.79	Open
03/19/2026	1	DD44013		2,586.08	0.00	1,861.94	Open
03/19/2026	1	DD44014		2,337.70	0.00	1,627.37	Open
03/19/2026	1	DD44015		3,484.30	0.00	2,491.97	Open
03/19/2026	1	DD44016		1,993.36	0.00	1,483.86	Open
03/19/2026	1	DD44017		2,454.81	0.00	1,941.77	Open
03/19/2026	1	DD44018		2,862.72	0.00	1,761.92	Open
03/19/2026	1	DD44019		3,061.42	0.00	1,989.27	Open
03/19/2026	1	DD44020		3,543.01	0.00	2,539.91	Open
03/19/2026	1	DD44021		3,273.23	0.00	2,168.56	Open
03/19/2026	1	DD44022		3,886.47	0.00	2,692.45	Open
03/19/2026	1	DD44023		986.40	0.00	761.25	Open
03/19/2026	1	DD44024		2,530.06	0.00	2,062.41	Open
03/19/2026	1	DD44025		2,468.64	0.00	1,989.94	Open
03/19/2026	1	DD44026		3,154.21	0.00	2,319.10	Open
03/19/2026	1	DD44027		123.57	0.00	114.12	Open
03/19/2026	1	DD44028		2,283.36	0.00	1,670.78	Open
03/19/2026	1	DD44029		1,999.06	0.00	1,642.54	Open
03/19/2026	1	DD44030		549.20	0.00	507.18	Open
03/19/2026	1	DD44031		2,468.64	0.00	1,802.38	Open
03/19/2026	1	DD44032		2,482.89	0.00	1,908.94	Open
03/19/2026	1	DD44033		137.30	0.00	120.95	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/19/2026	1	DD44034		2,829.26	0.00	2,103.74	Open
03/19/2026	1	DD44035		1,767.42	0.00	1,356.65	Open
03/19/2026	1	DD44036		1,633.26	0.00	1,336.39	Open
03/19/2026	1	DD44037		2,265.67	0.00	1,102.67	Open
03/19/2026	1	DD44038		3,172.44	0.00	2,311.28	Open
03/19/2026	1	DD44039		2,218.60	0.00	1,855.05	Open
03/19/2026	1	DD44040		3,798.80	0.00	2,196.54	Open
03/19/2026	1	DD44041		2,002.40	0.00	1,354.29	Open
03/19/2026	1	DD44042		2,745.53	0.00	2,261.66	Open
03/19/2026	1	DD44043		2,058.58	0.00	1,770.64	Open
03/19/2026	1	DD44044		3,580.65	0.00	2,624.53	Open
03/19/2026	1	DD44045		2,028.68	0.00	1,610.67	Open
03/19/2026	1	DD44046		151.03	0.00	133.06	Open
03/19/2026	1	DD44047		3,370.74	0.00	2,421.69	Open
03/19/2026	1	DD44048		247.14	0.00	217.73	Open
03/19/2026	1	DD44049		2,084.63	0.00	1,414.44	Open
03/19/2026	1	DD44050		2,766.40	0.00	2,081.95	Open
03/05/2026	1	EFT2461	FICA AND FEDERAL	50,715.82	50,715.82	0.00	Open
03/05/2026	1	EFT2462	NATIONWIDE DEF COMP	25,800.00	25,800.00	0.00	Open
03/05/2026	1	EFT2463	HEALTH EQUITY	3,171.75	3,171.75	0.00	Open
03/05/2026	1	EFT2464	AFLAC	357.52	357.52	0.00	Open
03/05/2026	1	EFT2465	AFSCME UNION DUES	1,021.00	1,021.00	0.00	Open
03/05/2026	1	EFT2466	FOP UNION DUES	44.00	44.00	0.00	Open
03/05/2026	1	EFT2467	IAFF UNION DUES	800.00	800.00	0.00	Open
03/05/2026	1	EFT2468	POLICE OFFICERS LABOR COUNCIL	742.00	742.00	0.00	Open
03/05/2026	1	EFT2469	MISDU	1,004.13	1,004.13	0.00	Open
03/19/2026	1	EFT2470	FICA AND FEDERAL	47,713.25	47,713.25	0.00	Open

03/30/2026 Check Register Report For City Of Owosso							
For Check Dates 02/26/2026 to 03/31/2026							
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
03/20/2026	1	EFT2471	DELTA DENTAL	6,169.59	6,169.59	0.00	Open
03/20/2026	1	EFT2472	STATE INCOME TAX WITHHOLDING	20,380.08	20,380.08	0.00	Open
03/20/2026	1	EFT2473	THE STANDARD INSURANCE COMPANY	6,627.86	6,627.86	0.00	Open
03/20/2026	1	EFT2474	IAFF UNION DUES	800.00	800.00	0.00	Open
03/20/2026	1	EFT2475	MISDU	1,060.91	1,060.91	0.00	Open
03/19/2026	1	EFT2476	HEALTH EQUITY	3,081.51	3,081.51	0.00	Open
03/20/2026	1	EFT2477	NATIONWIDE DEF COMP	3,494.44	3,494.44	0.00	Open
03/20/2026	1	EFT2478	MERS RETIREMENT	17,425.76	17,425.76	0.00	Open
Totals:				922,702.02	380,409.45	358,836.80	
			Total Physical Checks:	18			
			Total Check Stubs:	232			

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: March 1 2026 – March 31 2026

Vendor: Ludington Electric, Inc

Total Amount: 240.00

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 ___April 20 2026___ meeting of the Owosso City Council.

Carl Ludington
Signature

Date

Declared: April 6 2026

03/30/2026

CUSTOM PURCHASE ORDER REPORT

02-01-2026 thr 03-31-2026

PURCHASE					AMOUNT			
ORDER	REQUESTED	VENDOR						
PO NUMBER	TYPE	BY	DEPARTMENT	NAME	DESCRIPTION	AMOUNT	RELIEVED	REMAINING
								BALANCE
DEPT 862								
PO STATUS: OPEN								
PO TYPE: QUICK PO								
000047705	QUICK PO	tswheeler	862	LUDINGTON ELECTR	BENTLEY SPLASH PAD ELECTRIC DISCONNECT	120.00	0.00	120.00
000047717	QUICK PO	tswheeler	862	LUDINGTON ELECTR	INSTALL NEW TIME CLOCK FOR DOWN TOWN LIGH	120.00	0.00	120.00
TOTAL PO TYPE: QUICK PO						240.00	0.00	240.00
TOTAL PO STATUS: OPEN						240.00	0.00	240.00
TOTAL DEPT 862						240.00	0.00	240.00
						240.00	0.00	240.00



MEMORANDUM

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

DATE: April 6, 2026
TO: Owosso City Council
FROM: Nathan Henne, City Manager
SUBJECT: Adoption of Hold Harmless, Waiver, and Release of Liability Policy

Background: The City of Owosso conducts and permits a variety of public events, programs, recreational activities, and performances involving members of the public. Currently, the City uses several waiver and release of liability forms on an informal, event-by-event basis. This resolution formalizes that practice by adopting a citywide policy.

Administration: The resolution authorizes the City Manager to determine which form applies to a given event, administer the forms, and make minor administrative updates as needed. Execution of the applicable form would be required as a condition of participation in any City-sponsored event or activity.

Requested Action: Council is asked to approve the attached resolution adopting the Hold Harmless, Waiver, and Release of Liability Policy.

RESOLUTION NO. _____

**ADOPTING A HOLD HARMLESS, WAIVER, AND RELEASE OF LIABILITY POLICY
AND APPROVING STANDARD WAIVER FORMS FOR CITY EVENTS, PROGRAMS,
AND ACTIVITIES**

WHEREAS, the City of Owosso conducts and permits a variety of public events, programs, recreational activities, and performances that involve participation by members of the public, including minors; and

WHEREAS, it is in the best interest of the City to protect itself and its elected and appointed officials, employees, and volunteers from liability arising out of such participation; and

WHEREAS, the City Attorney has reviewed and approved standard waiver and release of liability forms for use in connection with City events and activities; and

WHEREAS, the City Council finds it advisable and in the public interest to formally adopt a Hold Harmless, Waiver, and Release of Liability Policy and to authorize the use of standardized waiver forms.

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

FIRST: The City of Owosso hereby adopts a Hold Harmless, Waiver, and Release of Liability Policy requiring participants in City events, programs, and activities to execute an appropriate waiver and release of liability prior to participation.

SECOND: The following standard waiver forms, attached hereto as Exhibits A, B, and C, are hereby approved for use by City staff as applicable: (A) Accident Waiver, Release of Liability and Indemnity/Hold Harmless Agreement, for general adult participants; (B) Parent-Guardian Waiver for Minors, for events and activities involving participants under the age of 18; and (C) Hold Harmless/Waiver/Release for Performers, for individuals performing or acting on behalf of or in connection with a City event.

THIRD: The City Manager is authorized to determine which waiver form is applicable for a given event or activity, to administer the forms, and to make minor administrative updates to the forms as necessary, provided that any substantive changes to the forms shall be reviewed by the City Attorney and presented to Council for approval.

FOURTH: Execution of the applicable waiver form shall be required as a condition of participation in any City-sponsored event, program, or activity, and City staff are directed to collect executed waivers prior to allowing participation.

ADOPTED by the City Council of the City of Owosso, Shiawassee County, Michigan, at a regular meeting held on the _____ day of _____, 2026.

Robert J. Teich, Mayor

Amy K. Kohagen, City Clerk

ACCIDENT WAIVER, RELEASE OF LIABILITY AND INDEMNITY/HOLD HARMLESS

AGREEMENT

I acknowledge that _____ event name _____ can be an extreme test of a person's physical and mental limits and carries with it the potential for death, serious injury, and property loss. The risks include but are not limited to, those caused by the terrain, facilities, temperature, weather, condition of equipment, vehicular traffic, and actions of other people. I hereby assume all the risks of participating in this event.

I certify that I am physically fit and have not been advised otherwise by a qualified medical person. I also certify that I am not an employee of the City of Owosso, and no employee benefit coverage will be provided to me, including but not limited to Workers Compensation or Health Insurance benefits.

I acknowledge that this Accident Waiver and Release of Liability form will be used by the City of Owosso and that it will govern my actions and responsibilities at said events.

In consideration of the City of Owosso permitting me to remove debris from their property, I hereby take action for myself, my executors, administrators, heirs, next of kin, successors, and assigns to: (A) Waive, Release, and Discharge from any and all liability for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter accrue to me, including as to my traveling to and from this event, the City of Owosso, their elected and appointed officials, employees and volunteers, and representatives and agents, and others working or acting on behalf of the City of Owosso; and to the extent permitted by law (B) **Indemnify and Hold Harmless the City of Owosso from any and all liabilities or claims made by other individuals or entities as a result of or relating to my attendance at or participation in this event.**

I hereby consent to receive medical treatment, which may be deemed appropriate in the event of injury, accident, and/or illness during this event.

I hereby certify that I have read this document and understand and agree to its content.

Name: _____

Age: _____

Signature: _____

Date: _____

ACCIDENT WAIVER AND RELEASE OF LIABILITY

PARENT-GUARDIAN WAIVER FOR MINORS

The undersigned parent and natural guardian or legal guardian, does hereby represent that he/she is, in fact, acting in such capacity, and agrees to the fullest extent permitted by law to save, hold harmless and indemnify the City of Owosso, their elected and appointed officials, employees and volunteers, from any and all liability, loss, cost, claim, or damage whatsoever, including bodily injury or death, which may be imposed upon or incurred by the City of Owosso because of the participation of the minor in this event. By signing below, you also agree to release said parties in this regard on behalf of both the minor and the parents or legal guardian.

I acknowledge that my child's participation in this event can be an extreme test of a person's physical and mental limits and carries with it the potential for death, serious injury, and property loss. The risks include but are not limited to, those caused by the terrain, facilities, temperature, weather, condition of equipment, vehicular traffic, and actions of other people. I hereby assume all the risks of my child participating in this event.

I hereby consent to have my child receive medical treatment, which may be deemed appropriate in the event of injury, accident, and/or illness during this event.

Minor: _____ Age: _____

Parent or Legal Guardian: _____

Signature: _____ Date: _____

Event: _____

City of Owosso
Hold Harmless/Waiver/Release

In consideration of the City of Owosso allowing me to participate in Event/Class/Etc., I hereby take action for myself, my executors, administrators, heirs, next of kin, successors, and assigns, to waive, release, and discharge from any and all liability for my death, disability, personal injury, property damage, or actions of any kind which may hereafter accrue to me, the City of Owosso, it's elected and appointed officials, employees, volunteers, and others working or acting on behalf of the City of Owosso.

To the fullest extent permitted by law I agree to defend, indemnify and hold harmless the City of Owosso, its elected and appointed officials, employees and volunteers, and others working on behalf of the City of Owosso against any and all claims, demands, suits, or loss, including all costs connected therewith, from any liability or claims made by other individuals or entities as a result of my performance or actions. I understand that any and all property or equipment owned by me is not property of the City, and any loss or damage is my own responsibility.

Signature

Date

Print Name



MEMORANDUM

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

DATE: April 6, 2026
TO: Owosso City Council
FROM: Nathan Henne, City Manager
SUBJECT: Establishment of the Temporary Owosso Carnegie Library Committee

Background:

The Shiawassee District Library has vacated the Owosso Carnegie Library building located at 502 W. Main Street. The property deed contains a reverter clause, and the City Attorney has initiated a quiet title action to resolve the question of ownership. In anticipation of a resolution of that action, Mayor Teich has assembled a group of community members willing to serve on a temporary committee to study and recommend options for the future use or repurposing of the Carnegie Library building.

Purpose of the Committee:

The Committee's purpose will be to evaluate options and make recommendations to the City Council regarding the potential repurposing or future use of the building. The Committee will serve in an advisory capacity only, with all final decisions remaining with the City Council.

Proposed Membership:

The following individuals have agreed to serve on the Committee:

Rob Teich, Chairman
Justin Horvath, Vice Chairman
Tom Cook
Piper Brewer
Gary Wilson
Sean Harrington
Jeff Ferweda
Nathan Henne, City Liaison (non-voting)

Meetings:

The Committee will meet on the fourth Thursday of each month at 6:00 p.m. The first meeting is anticipated to be held in April 2026, if practicable following Council approval. Once activated, all meetings will be conducted in compliance with the Michigan Open Meetings Act.

Requested Action:

Council is asked to approve the attached resolution establishing the Temporary Owosso Carnegie Library Committee as described above.

RESOLUTION NO. _____

**ESTABLISHING THE TEMPORARY OWOSSO CARNEGIE LIBRARY BUILDING
COMMITTEE**

WHEREAS, the Shiawassee District Library has vacated the Owosso Carnegie Library building; and

WHEREAS, the Carnegie Library property deed contains a reverter clause; and

WHEREAS, the City Attorney has initiated a quiet title action to resolve ownership of the Carnegie Library property; and

WHEREAS, the City Council finds it appropriate to establish a temporary advisory committee for this purpose.

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

FIRST: There is hereby established the Temporary Owosso Carnegie Library Committee (the "Committee"), a temporary advisory committee of the City of Owosso.

SECOND: The purpose of the Committee shall be to study and make recommendations to the City Council regarding the potential repurposing and future use of the Owosso Carnegie Library building.

THIRD: The Committee shall consist of the following members:

Rob Teich, Chairman
Justin Horvath, Vice Chairman
Tom Cook
Piper Brewer
Gary Wilson
Sean Harrington
Jeff Ferweda
Nathan Henne, City Liaison (non-voting)

FOURTH: The Committee shall meet on the fourth Thursday of each month at 6:00 p.m., with the first meeting to be held in April 2026. Once activated, the Committee shall be subject to the Michigan Open Meetings Act, MCL 15.261 et seq., and members shall conduct all deliberations at duly noticed public meetings.

FIFTH: The Committee shall serve in an advisory capacity only. All final decisions shall remain with the City Council. The Committee shall be dissolved upon the Council's adoption of a final plan for the Carnegie Library building or at such other time as the City Council shall determine.

ADOPTED by the City Council of the City of Owosso, Shiawassee County, Michigan, at a regular meeting held on the _____ day of _____, 2026.

Robert J. Teich, Mayor

Amy K. Kohagen, City Clerk



MEMORANDUM

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

DATE: April 6, 2026

TO: Mayor Teich and the Owosso City Council

FROM: Katie Arendt-Ardelean, City Utility Biller

SUBJECT: Unpaid Utility Billings to be transferred to Taxes

RECOMMENDATION:

The Water Department asks that Council please review the list and, if acceptable, approve publication of Notice of Collection by the Clerk's Office.

BACKGROUND:

In accordance with the Charter, this time each year the Water Department prepares a listing of unpaid water/sewer bills that could be transferred to taxes. The unpaid bill listing is primarily made up of unpaid past due, final water bills, but can include active uncollectible bills from the previous year.

A letter explaining the collection procedure will be sent to each owner along with a copy of the original billing. Any billing that remains unpaid after April 30, 2026 will be added to the 2026 summer real property tax bill with an additional 10% penalty.

If you have any questions, please direct them to Katherine Fagan or myself.

FISCAL IMPACTS:

Theoretically there would be no fiscal impacts as the unpaid charges are transferred to taxes, though in actuality we do experience some losses. As with special assessments for demolition or clean-up costs unpaid utilities liens could potentially fall victim to the tax sale process if the property goes into tax foreclosure.

Delinquent Tax List
Monday, March 23, 2026

Service Address	Owner Name	Customer Name	Parcel #	Delq Tax Amt	Penalty
1018 ADA ST IRR	SMITH, GARY	SMITH, GARY	050-510-000-022-00	\$336.72	\$33.67
903 ADAMS ST	CLEARWATER ENTERPRISES, LLC	DAVIS, CLIFF	050-060-002-004-00	\$197.93	\$19.79
614 ALGER AV	ROSE, DONALD	HAFNER DEIDRE	050-010-017-030-00	\$27.95	\$2.79
624 ALGER AV	M & T BANK	KIRBY CONNOR	050-010-017-034-00	\$1,027.64	\$102.76
755 ALGER AV	HART, BRIAN	BRODEUR GORDON	050-010-016-003-00	\$72.25	\$7.22
813 BRADLEY ST	DOUGLAS, JEFF H & ST JAMES, KELLI	ST JAMES KELLI	050-660-014-002-00	\$29.91	\$2.99
539 N CHIPMAN ST	OSBORNE, ROBERT A & BETTY E	OSBORNE, ROBERT & BETTY	050-720-000-001-00	\$484.66	\$48.47
1400 S CHIPMAN ST	TOTTEN, DAKOTA	TOTTEN DAKOTA	050-602-040-009-00	\$312.74	\$31.27
515 CLARK AV	BIBB, CYNTHIA	PATTERSON ROBERT M	050-670-002-015-00	\$18.67	\$1.87
1419 CLEVELAND ST	WORDEN, DONALD	WORDEN DONALD	050-090-002-016-00	\$1,113.18	\$111.32
421 CLINTON ST	SCHMITTER, NICHOLAS	SCHMITTER NICHOLAS	050-651-003-010-00	\$534.32	\$53.43
839 E COMSTOCK ST	VANHORN, DEBRA	VANHORN DEBRA	050-580-000-077-00	\$534.32	\$53.43
306 CORUNNA AV	RESSEGUIE, JENNIFER	RESSEQUIE MIKE	050-651-022-004-00	\$670.06	\$67.01
425 CORUNNA AV	SAILOR, KIRK J	SAILOR KIRK	050-680-005-009-00	\$713.43	\$71.34
806 CORUNNA AV	SMITH, CHRISTOPHER D	PIMENTAL ERIN	050-542-000-040-00	\$165.19	\$16.52
909 CORUNNA AV	ROGERS, KENNETH W & JENNIELYN	ROGERS JENNIE	050-710-001-002-00	\$709.83	\$70.98
986 CORUNNA AV	MILLS, KURT	MILLS KURT	050-542-000-043-00	\$340.99	\$34.10
1406 CORUNNA AV	JONES, JOSH	WINES TRAVIS	050-010-026-002-00	\$585.50	\$58.55
1022 DINGWALL DR	LIKE NEW HOMES RENTALS, LLC	OBRIEN MARGARET	050-280-000-010-00	\$229.36	\$22.94
808 DIVISION ST	HP FORECLOSURE SOLUTION	ELLIOTT CAROLYN	050-652-008-004-00	\$472.50	\$47.25
214 N ELM ST	MARTIN RICHARD	YOUNG AMANDA	050-120-004-003-00	\$81.06	\$8.11
503 E EXCHANGE ST	AESCHLIMAN, BAYLEE	AESCHLIMAN BAYLEE	050-666-000-029-00	\$156.92	\$15.69
116 W EXCHANGE ST	EIGHTEIGHT, LLC	EIGHT EIGHT LLC	050-470-015-014-00	\$308.21	\$30.82
713 FRAZER AV	DAVID & RACHEL BUNT	HADDIX, BRYAN	050-010-032-027-00	\$19.92	\$1.99
305 GENESEE ST	KOPASZ, LAWRENCE	BLACKOUT CONSTRUCTION LLC	050-651-006-011-00	\$534.32	\$53.43
619 GLENWOOD AV	SMITH, TIMOTHY D SR & ROCHELLA LOVE	SMITH ROCHELLA	050-010-015-013-00	\$133.77	\$13.38
814 GRACE ST	LEE, JAMES D & DAWN M	DAVIS ANNA	050-622-002-014-00	\$256.10	\$25.61
524 HARRISON AV	LARRIVEY, ROBERTO	LANGDON DERREK	050-010-024-008-00	\$73.79	\$7.38
1420 HATHAWAY	HD5 INVESTMENTS LLC	HD5 INVESTMENTS LLC	050-537-000-065-00	\$708.52	\$70.85
608 N HICKORY ST	ZIMMERMAN AUDREY	WARFIELD MARIO	050-240-001-011-00	\$165.56	\$16.56
817 ISHAM ST	LEE, THOMAS E	LEE THOMAS	050-602-004-006-00	\$534.32	\$53.43
821 ISHAM ST	HINTZ, JAMES L	HINTZ JAMES	050-602-004-007-00	\$356.49	\$35.65
511 JEROME AV	LARRIVEY, JENNIFER	BAXTER LYDIA	050-180-004-014-00	\$895.37	\$89.54
925 KENWOOD DR	BRITTON SHERRY	STEWART SAMUEL	050-602-008-010-00	\$860.74	\$86.07

Delinquent Tax List
Monday, March 23, 2026

Service Address	Owner Name	Customer Name	Parcel #	Delq Tax Amt	Penalty
115 W KING ST APT B	GEIGER CHRISTIEN	HARRIS BAILEY	050-640-033-001-00	\$517.18	\$51.72
216 LAFAYETTE BL	LEPIOR, TREVOR M	LEPIOR TREVOR	050-490-000-049-00	\$711.87	\$71.19
413 LAVEROCK AL	LARRIVEY ROBERTO	PALMER DILLON	050-391-000-027-00	\$437.38	\$43.74
905 LINGLE AV	LADER, CHARLES & JACQUELYN	AVERILL MICHAEL	050-340-003-003-00	\$32.50	\$3.25
814 LYNN ST	WRIGHT, KATHRYN L	WRIGHT KATHRYN	050-050-000-031-00	\$371.10	\$37.11
818 S LYON ST	ENGLISH, MIKENNA & DOUGLAS	MCCALL CHRISTOPHER	050-622-005-003-00	\$20.82	\$2.08
412 E MAIN ST	EDEN PRAIRIE RES CARE SVCS, LLC	VANNOORD, JESSE	050-542-000-005-00	\$534.32	\$53.43
801 W MAIN ST	MICHIGAN REALTY ADVANTAGE LLC	MICHIGAN REALTY ADVANTAGE LLC	050-050-000-001-00	\$1,382.63	\$138.26
801 W MAIN ST	MICHIGAN REALTY ADVANTAGE LLC	ELITE AUTO ENHANCEMENT	050-050-000-001-00	\$1,081.87	\$108.19
1401 W MAIN ST	ANDERSON, KIMBERLY A	ANDERSON KIM	050-113-015-006-00	\$659.32	\$65.93
1405 W MAIN ST	KRAIGER, MATTHEW & CHRYSTAL	KRAIGER CHRYSTAL	050-113-015-007-00	\$777.16	\$77.72
539 E MASON ST	BILA, BRENT & KELLY	BRETT & KELLY BILA	050-668-000-037-00	\$828.32	\$82.83
1500 MCMILLAN AV	LEAF RELEAF LABS, LLC	LEAF RELEAF LABS	050-553-000-008-00	\$823.83	\$82.38
1115 MEADOW DR	MCGUIRE, DIANE	MCGUIRE DIANE	050-560-000-017-00	\$534.32	\$53.43
906 MICHIGAN AV	SMITH, CHRISTOPHER D	HILL JOHNNIE JR	050-601-000-016-00	\$454.82	\$45.48
711 MOORE ST	SCOTT, LARRY B II	SCOTT, LARRY	050-192-000-018-00	\$745.44	\$74.54
304 S OAK ST	DENNIS HUNTER	ZELLER BRIAN/KELLI	050-180-004-022-00	\$150.91	\$15.09
208 E OLIVER ST	HOFFMAN DENNIS	BECK, JOSHUA	050-470-007-002-00	\$114.37	\$11.44
208 E OLIVER ST	HOFFMAN DENNIS	HOFFMAN DENNIS	050-470-007-002-00	\$303.63	\$30.36
1315 W OLIVER ST	DOR RAY APARTMENTS LLC	LADOUCE SARAH	050-537-000-029-00	\$20.93	\$2.09
1319 W OLIVER ST	DOR RAY APARTMENTS LLC	ROBERTS SHANNON	050-537-000-029-00	\$34.89	\$3.49
1401 W OLIVER ST	WALLACE REAL ESTATE, LLC	DETROIT ABRASIVES CO	050-537-000-051-00	\$4,595.16	\$459.52
627 PINE ST	AAC HOME SOLUTIONS LLC	PUENTE, REINA	050-250-000-029-00	\$54.11	\$5.41
208 W RIDGE ST	WOODBURY, MARK	SMITH SATINA	050-601-000-048-00	\$239.14	\$23.91
718 RIVER ST	SIMS, MELISSA	SIMS MELISSA	050-660-006-005-00	\$306.92	\$30.69
621 N SAGINAW ST	MISHLER, DUSTIN & CHELSEA	ROY LAURIE	050-240-003-006-00	\$329.84	\$32.98
806 S SAGINAW ST	ROBB, LAUREL A TRUST	POWELL CONNIE	050-652-007-001-00	\$267.77	\$26.78
1265 N SHIAWASSEE ST	STUART RICHARD	GEIGER CHRISTIEN	050-536-000-043-00	\$336.79	\$33.68
620 S SHIAWASSEE ST	LARRIVEY JENNIFER	LARRIVEY ROBERTO	050-673-004-022-00	\$90.17	\$9.02
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	OWOSSO LTD HOUSING - A	050-548-000-002-00	\$1,477.48	\$147.75
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	OWOSSO LTD HOUSING B	050-548-000-002-00	\$1,920.68	\$192.07
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	OWOSSO LTD HOUSING C	050-548-000-002-00	\$1,795.27	\$179.53
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	OWOSSO LTD HOUSING D	050-548-000-002-00	\$2,114.32	\$211.43
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	OWOSSO LTD HOUSING E	050-548-000-002-00	\$1,947.06	\$194.71

Delinquent Tax List
Monday, March 23, 2026

Service Address	Owner Name	Customer Name	Parcel #	Delq Tax Amt	Penalty
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	KONA VILLA	050-548-000-002-00	\$2,378.70	\$237.87
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	OWOSSO LTD HOUSING G	050-548-000-002-00	\$22,444.23	\$2,244.42
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	OWOSSO HOUSING LTD	050-548-000-002-00	\$727.09	\$72.71
1299 S SHIAWASSEE ST	KONA VILLA LMTD DIVIDEND HOUSING	OWOSSO LTD HOUSING	050-548-000-002-00	\$158.44	\$15.84
321 STATE ST	BAILEY, DOROTHY J/MATTSON, SHARON K	MATTSON SHERRY	050-621-002-006-00	\$156.92	\$15.69
1115 STATE ST	PASHEEK, MARK D	PASHEEK MARK	050-114-004-005-00	\$956.88	\$95.69
415 W STEWART ST	LARRIVEY ROBERTO	LARRIVEY ROBERTO	050-115-001-005-00	\$251.19	\$25.12
101 N WASHINGTON ST	HEBEKEUSER AMIE	AMIE HEBEKEUSER	050-470-022-014-00	\$473.64	\$47.36
201 S WASHINGTON ST DRINKI	COOL KIDS, LLC	SHI-SPORTSPLEX	050-470-028-001-00	\$1,220.31	\$122.03
201 S WASHINGTON ST FIRE	COOL KIDS, LLC	SHI-SPORTSPLEX	050-470-028-001-00	\$11.96	\$1.20
109 E WILLIAMS ST	KONG, DANA L. DDS	KONG DANA DR DDS	050-470-006-008-00	\$307.74	\$30.77
321 E WILLIAMS ST	LAWSON, TIMOTHY P	LAWSON TIMOTHY	050-470-008-010-00	\$534.32	\$53.43
815 WOODLAWN AV	SPENCER, MARK C	SPENCER MARK	050-010-002-012-00	\$684.68	\$68.47
1428 YOUNG ST	1428 YOUNG STREET LLC	VERMILYA VERONICA	050-220-000-040-00	\$30.89	\$3.09
		Total:		\$70,011.55	\$7,001.13

Total

\$370.39
\$217.72
\$30.74
\$1,130.40
\$79.47
\$32.90
\$533.13
\$344.01
\$20.54
\$1,224.50
\$587.75
\$587.75
\$737.07
\$784.77
\$181.71
\$780.81
\$375.09
\$644.05
\$252.30
\$519.75
\$89.17
\$172.61
\$339.03
\$21.91
\$587.75
\$147.15
\$281.71
\$81.17
\$779.37
\$182.12
\$587.75
\$392.14
\$984.91
\$946.81

Total

\$568.90
\$783.06
\$481.12
\$35.75
\$408.21
\$22.90
\$587.75
\$1,520.89
\$1,190.06
\$725.25
\$854.88
\$911.15
\$906.21
\$587.75
\$500.30
\$819.98
\$166.00
\$125.81
\$333.99
\$23.02
\$38.38
\$5,054.68
\$59.52
\$263.05
\$337.61
\$362.82
\$294.55
\$370.47
\$99.19
\$1,625.23
\$2,112.75
\$1,974.80
\$2,325.75
\$2,141.77

Total

\$2,616.57

\$24,688.65

\$799.80

\$174.28

\$172.61

\$1,052.57

\$276.31

\$521.00

\$1,342.34

\$13.16

\$338.51

\$587.75

\$753.15

\$33.98

\$77,012.68



MEMORANDUM

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

DATE: April 6, 2026

TO: Mayor Teich and the Owosso City Council

FROM: Katie Arendt, City Utility Biller

SUBJECT: Unpaid Utility Bills that Cannot Be Collected

RECOMMENDATION:

The Water Department asks that Council please review the list and, if acceptable, approve the write-off of the enclosed list of uncollectable utility accounts.

BACKGROUND:

After diligent attempts to collect the outstanding amounts, the utility department has no other recourse to collect these uncollectable utility bills. The accounts listed cannot be placed as liens on the properties to which they are assigned.

If you have any questions, please direct them to Katherine Fagan or myself.

FISCAL IMPACTS:

With the approval of writing off uncollectable utility bills, this will cause a decrease in receivables for both water and sewer.

Account Holders Name	Service Address	Date Account Closed	Amount Due	Reason
Chad Voss	667 Glenwood Ave.	9/17/2025	<u>\$ 210.30</u>	Tax Foreclosure - Uncollectable
Frontier			<u><u>\$ 210.30</u></u>	



MEMORANDUM

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

DATE: March 16, 2026

TO: Owosso City Council

FROM: City Manager

SUBJECT: Amendment to Rules of Order – Addition of Discussion Period to Agenda

Background:

At the March 2, 2026 regular meeting, Councilmember Olson expressed a desire to see more opportunity for discussion during Council meetings. Specifically, the addition of a period on the agenda where Council members could deliberate on matters of interest without taking any formal action. Council approved placing the item on the March 16, 2026 agenda for further consideration. The attached resolution would formalize this change by amending the Rules of Order.

Summary of the Proposed Amendment

1. Addition of Discussion to the Order of Business

- Chapter 2, Section 2 of the Rules of Order would be amended to add “Discussion” as a standing agenda item immediately following “Items of Business.” All subsequent agenda items would be re-lettered accordingly. This places the Discussion period after formal action items, ensuring that binding decisions are not deferred or conflated with open deliberation.

2. New Discussion Period Rules (Chapter 3, Section 5)

- The amendment adds a new Section 5 to Chapter 3 establishing the rules for the Discussion period. The Discussion period is intended solely for deliberation – no motions, votes, or binding decisions may be made during this time. To add a topic to the Discussion period, a written request must be submitted to the City Clerk and City Manager by the Thursday following a regular Council meeting in order to appear on the agenda for the next regular meeting. A topic will be added if at least two Council members submit a written request, or if the Mayor submits a written request. The Mayor retains discretion to limit the time allocated to any individual Discussion topic.

3. Vote Requirement

- In accordance with Chapter 8, Section 2 of the existing Rules of Order, amendments to the Rules require a two-thirds affirmative vote of Council at a regular meeting.

Conclusion

The addition of a Discussion period responds directly to Council's stated interest in having more opportunity for open deliberation during regular business meetings. The proposed rules are structured to keep the period focused and manageable while ensuring equitable access for all Council members to bring topics forward. Council members are encouraged to review the attached resolution and amended Rules of Order in advance of the March 16, 2026 meeting.

RESOLUTION NO.

**AMENDING THE RULES OF ORDER FOR CITY COUNCIL MEETINGS TO ADD A
DISCUSSION PERIOD TO THE AGENDA**

WHEREAS, the City Council of the City of Owosso has adopted the Rules of Order to govern the procedure and conduct of its meetings, as well as those of its boards, commissions, and committees; and

WHEREAS, the City Council desires to amend its Rules of Order to provide an opportunity for Council members to explore topics, share information, and deliberate on matters of interest without taking formal action.

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

FIRST: Chapter 2, Section 2 of the Rules of Order is hereby amended to add "Discussion" immediately following "Items of Business."

SECOND: Chapter 3 of the Rules of Order is hereby amended to add a new Section 5, to read as follows: "Discussion Period. The Discussion period is provided for the City Council to explore topics, share information, and deliberate on matters of interest without taking any formal action. No motions, votes, or binding decisions shall be made during the Discussion period."

THIRD: Chapter 3 Section 5 is to be further amended: "To add a topic to the Discussion period, a written request must be submitted to the City Clerk and City Manager. Requests must be received by the Thursday following a regular Council meeting in order to be placed on the agenda for the next regular Council meeting. A Discussion topic will be added to the agenda if at least two Council members have submitted a written request for that topic, or if the Mayor has submitted a written request for it. The Mayor may limit the time allocated to any individual Discussion topic."

FOURTH: In accordance with existing Rules of Order, this resolution requires a 2/3rds affirmative vote to pass.



RULES OF ORDER

Preamble

The City Council of the City of Owosso hereby adopts these Rules of Order to guide the conduct of its meetings as well as the meetings of the City's boards, commissions, and committees. Robert's Rules of Order – Newly Revised – shall be the governing rules for all meetings of the City Council and its boards, commissions and committees, ensuring orderly proceedings, effective decision-making, and respect for all participants and members of the public in attendance.

Chapter 1: General Provisions

- 1) Authority: Roberts Rules of Order, Newly Revised, shall govern the conduct of all City council meetings and meetings of its boards, commissions, and committees. No deviation from these rules will occur except as explicitly provided by these rules or state law.
- 2) Meetings
 - a) Regular Meetings: The Council shall hold regular meetings on the 1st and 3rd Monday of every month at 6:30 PM in Council Chambers at Owosso City Hall (301 W Main St) unless otherwise posted according to the Michigan Open Meetings Act (Public Act 267 of 1976).
 - b) Special Meetings: Special meetings may be called subject to the Michigan Open Meetings Act.
 - c) Quorum: A majority of the Council members shall constitute a quorum to conduct business.
- 3) Presiding Officer
 - a) The Mayor shall preside over all meetings of the City Council. In the Mayor's absence, the Mayor Pro Tem shall preside. If both are absent, the Council shall select an Acting Mayor Pro Tem from its members in attendance at the meeting.
- 4) Precedence of Motions
 - a) Non-Debatable
 - I) To Adjourn
 - II) To Lay on the Table
 - III) To Call for the Previous Question

- IV) To Postpone to a Certain Date
- b) Debatable
 - I) To Postpone Indefinitely
 - II) To Recess for a Definite Time
 - III) To Refer
 - IV) To Amend
- 5) Points of Order
 - a) The Mayor or presiding officer shall be addressed as “Mr. Mayor/Madam Mayor/Your Honor” “Mr. Chair/Madam Chair.” The Mayor Pro Tempore, when acting for the Mayor, shall be addressed as “Mayor Pro Tem.” Members of the Council shall be addressed as “Councilman/Councilwoman/Councilmember.”
 - b) A motion may be made by saying “Mr. Mayor/Madam Mayor/Your Honor, I move that...etc.”
 - c) A speaker is out of order when speaking of matters foreign to the issue
 - d) Rule violations must receive immediate attention from the Chair for a ruling
 - e) It is the privilege of any member to request a roll call vote
 - f) On questions that are debatable, the minority has the right to deliberate.
- 6) Reconsideration: A request by a member of the Council to reconsider a vote on any question which may be reconsidered shall be in order as hereinafter set forth:
 - a) It must be moved by one who voted with the prevailing side or by one who was absent when the vote was taken. For the purpose of this section of the Rules of Procedure, a person who is absent shall be defined as any member of the Council who was not present at the meeting at which the vote was taken.
 - b) The making of this motion is subject to time limits as follows: the motion to reconsider can be made only on the same day the vote to be reconsidered was taken or either of the next succeeding two regular meetings after the original vote was taken.
- 7) Appeal from Ruling of the Chair: An appeal from the ruling of the Chair, if supported, must be put to a vote of the Council. A majority vote of the members of the Council present in favor of the appeal shall overrule the Chair.
- 8) ROBERTS RULES OF ORDER, NEWLY REVISED, SHALL DIRECT ALL PARLIAMENTARY MATTERS IF NOT EXPLICITLY ADDRESSED IN THESE RULES OF ORDER.

Chapter 2: Agenda and Order of Business

- 1) Agenda Preparation: The agenda shall be prepared by the City Manager and City Clerk, distributed to all Council members as part of the council meeting packet prior to meetings, and made available to the public.

- 2) Order of Business: The following standard order of business shall be followed unless changed by a vote of Council.
- a) Prayer/Invocation
 - b) Pledge
 - c) Roll Call
 - d) Agenda
 - e) Minutes
 - f) Proclamations and Special Presentations
 - g) Public Hearings
 - h) Citizen Comment
 - i) Council Comment
 - j) Consent Agenda
 - k) Items of Business
 - l) Discussion**
 - m) Citizen Comment
 - n) Council Comment
 - o) Communications
 - I) Manager's Report (1st meeting of the month)
 - II) Department Reports (2nd meeting of the month)
 - III) General items staff wishes to inform city council.
 - p) Next Meeting
 - q) Board and Commission Openings

Chapter 3: Details on Agenda and Order of Business

- 1) Subject to permission from the Mayor, the "Opening Prayer or Invocation" shall be offered by a member of Council, any local clergy leader in attendance, or any person in attendance.
- 2) Subject to permission from the Mayor, leading the "Pledge of Allegiance" shall be offered to any person in attendance at the meeting – including Council, staff, and attendees.
- 3) The "Consent Agenda" shall include those items on the regular agenda which are considered routine and non-controversial by the City Manager and City Clerk. The following shall be included in the consent agenda unless properly subject to the rules during the approval of the agenda:
 - a) Approval of Bills
 - b) Approval of Bids
 - c) Setting dates for public hearings
 - d) Approval of annual recurring expenditures and/or contracts to the lowest bidder meeting specifications previously approved by Council in the annual budget
 - e) Additional routine items
- 4) Special Presentations and Proclamations must be pre-approved by the Mayor.

- 5) **Discussion Period:** The Discussion period is provided for the City Council to explore topics, share information, and deliberate on matters of interest without taking any formal action. No motions, votes, or binding decisions shall be made during the Discussion period.
- a) To add a topic to the Discussion period, a written request must be submitted to the City Clerk and City Manager. Requests must be received by the Thursday following a regular Council meeting in order to be placed on the agenda for the next regular Council meeting. A Discussion topic will be added to the agenda if at least two Council members have submitted a written request for that topic, or if the Mayor has submitted a written request. The Mayor may limit the time allocated to any individual Discussion topic.

Chapter 4: Rules for Roll Call Votes

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

Chapter 5: Rules for Addressing a Meeting of the City Council, Board, or Commission Meeting

- 1) These rules are adopted pursuant to Section 3(5) of P.A. 267 of 1976, commonly known as the Open Meetings Act.
- 2) The purpose of these rules is to establish procedures to be followed when persons desire to address a meeting of the City Council so as to ensure that all persons who wish to do so are afforded an adequate opportunity to exercise the right to address their city government while conducting the public business in an orderly, professional manner.

- 3) Persons wishing to address a meeting of the City Council shall do so during times set aside on the agenda for that purpose and at other times when recognized by the Mayor for the purpose of addressing the meeting.
- 4) Persons wishing to address the City Council and attending officials shall stand, raise a hand, or otherwise signal a desire to speak, and wait to be recognized by the Mayor. When so recognized, persons shall give their name and address, and address their comments to the Mayor.
- 5) Each person wishing to address the City Council at an in-person meeting shall be afforded two opportunities of up to four (4) minutes and three (3) minutes duration during the occasions provided for the citizen comment periods. One opportunity of up to three (3) minutes duration during each public hearing; provided, however, that comments made during public hearings shall be relevant to the subject for which the public hearings are held.
 - a) When citizen complaints, suggestions, or questions are presented to Council during public comment periods, other than items already on the agenda, the Mayor or presiding officer shall first determine whether the issue is legislative or administrative in nature and then:
 - I) If Legislative: A complaint, suggestion or question about the letter or intent of legislative acts or suggestions for changes to such acts, and if the Council finds such complaint suggests a change to an ordinance or resolution of the City, the Council may refer the matter to the Administration for study and recommendation.
 - II) If Administrative: A complaint, suggestion, or question regarding administrative staff performance, administrative execution or interpretation of legislative policy, or administrative policy within the authority of the City Manager, the Chair should then refer the complaint directly to the City Manager for his or her review if said complaint has not been so reviewed. The City Council may direct that the City Manager brief or report to the Council when his or her response is made.
- 6) The citizen comment periods described in paragraph 5, excluding public hearings, shall last up to thirty minutes. If time expires for the comment period and additional time appears necessary to accommodate citizens wishing to address city officials, the council may vote to extend the period for a specific length of time. Only one such extension of each comment period shall be permitted during a Council meeting.

Chapter 6: Election of the Mayor and Mayor Pro Tem

- 1) Nominations and Election: The election of the Mayor and Mayor Pro Tem shall be handled by open nomination and roll call vote. If only one candidate is nominated, Council members will cast a yes or no vote. If multiple candidates are nominated, each Council member will vote by naming their preferred candidate.

Chapter 7: City Council Seating Assignments

- 1) The Mayor shall set the seating arrangement for City Council between the 1st and 2nd regular meeting of the Council term. This excludes the seating arrangement for the Clerk, City Manager, City Attorney, and Public Safety Director.

Chapter 8: Suspension and Amendment of Rules

- 1) Suspension of Rules: Any rule may be suspended by a two-thirds vote of council members present. The motion to suspend the rules shall list the specific purpose or intent for the suspension.
- 2) Amendment of Rules: These rules may be amended by a two-thirds vote of the Council at a regular meeting, provided the proposed amendment has been submitted in writing at a prior meeting.

Chapter 9: Enforcement of Rules

- 1) Sergeant at Arms: The City's Public Safety Director or designee shall serve as the Sergeant at Arms to enforce order at Council meetings when required or requested by the Mayor.
- 2) Enforcement by the Mayor: The Mayor, as presiding officer, shall enforce these rules during Council meetings. Any person, including council members, staff, or citizens, who violates the rules of Order and Decorum may be removed from the meeting following this process:
 - a) Request, warning, loss of speaking privilege, removal from the meeting by sergeant at arms

Chapter 10: Rules of Civility

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



OWOSSO HISTORICAL COMMISSION

Regular Meeting of the Owosso Historical Commission

Draft Minutes of March 9, 2026 – 7:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Chairman Lance Little

MEMBERS PRESENT: Commissioners Rachel Osmer, Bill Moull, Steve Teich, Lorraine Weckwert, and Debra Adams

MEMBERS ABSENT: None

CHAIRMAN LITTLE CALLED THE MEETING TO ORDER AT 7:05 P.M.

APPROVE MINUTES – February 9, 2026

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

Approved by voice vote

APPROVE AGENDA – March 9, 2026

Motion by Commissioner Teich to approve the agenda as presented, supported by Commissioner Osmer.

Approved by voice vote

FINANCIAL REPORTS:

Amy Fuller reviewed the Commission's revenue and expense report.

ITEMS OF BUSINESS

Home Tour: The Commission discussed plans for the September Home Tour.

Conservation Club Donation: Motion by Commissioner Teich to have Denice Grace put together a small donation from the Castle's gift shop for the Conservation Club dinner. Supported by Commissioner Osmer. Passed by voice vote.

Festival Pricing: Motion by Commissioner Osmer to honor last year's pricing for 2026 events in the park. Supported by Commissioner Moull. Passed by voice vote.

Construction Communications: The Commission decided to host an event on May 19th from 5 pm -7 pm for the public to learn about the renovation plans.

COMMITTEE REPORTS

Building and Grounds Committee: Status updates on the boiler system, bid process, and air conditioning cabinets were shared.

Historic Appreciation Committee: No update.

Time Traveler Committee: Commissioner Little shared progress on uploading maps and scanning pictures.

Educating our Youth Committee: A meeting was set for March 16th.

PUBLIC COMMENT PERIOD: None.

COMMISSIONER COMMENTS: None.

NEXT MEETING: Monday, April 13, 2026, 6:00 p.m.

ADJOURNMENT

Chairman Little adjourned the meeting at 8:05 p.m.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Wednesday, March 18, 2026 at 6:00 p.m.
City Hall Conference Room

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

ROLL CALL: was taken by City Manager Nathan Henne.

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

ABSENT:

OTHERS IN ATTENDANCE:

AGENDA APPROVAL: March 18, 2026.

MOTION FOR APPROVAL OF THE AGENDA BY OMER SECONDED BY HARRINGTON

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: February 18, 2026

MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY BYRNE. SECONDED BY HARRINGTON.

AYES ALL. MOTION CARRIED.

COMMUNICATIONS

The commission welcomed new member Jeff Ferweda. Then the commission viewed training materials from the Michigan Historic Preservation Network; specifically the "Historic Preservation Overview" presentation.

ITEMS OF BUSINESS:

PUBLIC COMMENTS: None

BOARD COMMENTS: None

NEXT MEETING: April 15, 2026

MOTION TO ADJOURN THE MEETING MADE BY OMER, SECONDED BY POWELL.

AYES ALL. MEETING ADJOURNED AT 7.30 P.M.



MEMORANDUM

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

DATE: March 30 2026
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Monthly Financial Report – February 2026

RECOMMENDATION:

Receive and file communication from Finance Department.

BACKGROUND:

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

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

A revenue and expenditure report and cash summary report are included for the period ending February 28 2026.

Revenue Expense Report

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

Document originated by:

Revenue and Expenditure Report for City of Owosso – Period ending February 28 2026
Cash Summary by Account for City of Owosso – February 1 – 28 2026

PERIOD ENDING 02/28/2026

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BGDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	4,104,172.00	3,892,435.00	1,848.71	3,870,226.81	22,208.19	99.43
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES (O	4,388.00	8,788.00	0.00	8,788.35	(0.35)	100.00
101-000-404.000	PA 298 OF 1917	399,107.00	398,640.00	179.78	398,418.29	221.71	99.94
101-000-410.000	CURRENT PERSONAL PROPERTY TAXES	0.00	207,176.00	0.00	207,175.94	0.06	100.00
101-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-000-434.000	TRAILER PARK TAXES	1,100.00	1,200.00	615.00	1,216.00	(16.00)	101.33
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIE:	12,283.00	12,298.00	0.00	12,298.10	(0.10)	100.00
101-000-439.000	MARIJUANA TAX DISTR.	235,000.00	235,000.00	162,051.30	162,051.30	72,948.70	68.96
101-000-445.000	INTEREST & PENALTIES ON TAXES	20,540.00	10,000.00	3,862.90	12,804.04	(2,804.04)	128.04
101-000-447.000	ADMINISTRATION FEES	164,327.00	170,000.00	(14.05)	169,822.19	177.81	99.90
101-000-476.000	LIQUOR LICENSES	11,000.00	11,000.00	0.00	6,695.15	4,304.85	60.87
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	70,000.00	70,000.00	14,190.79	29,029.66	40,970.34	41.47
101-000-478.000	ROW LICENSES	1,000.00	1,000.00	0.00	300.00	700.00	30.00
101-000-491.000	PERMITS (GUN)	500.00	500.00	90.00	330.00	170.00	66.00
101-000-502.000	GRANT-FEDERAL	167,496.00	116,500.00	0.00	0.00	116,500.00	0.00
101-000-502.000-MSPEMSLCGP	GRANT-FEDERAL	0.00	71,890.00	0.00	0.00	71,890.00	0.00
101-000-502.000-USDAFY24PS	GRANT-FEDERAL	500,000.00	500,000.00	0.00	0.00	500,000.00	0.00
101-000-502.000-USDOT-OHSP	GRANT-FEDERAL	0.00	0.00	0.00	3,154.10	(3,154.10)	100.00
101-000-502.100	FEDERAL GRANT - DEPT OF JUSTICE	0.00	0.00	912.86	912.86	(912.86)	100.00
101-000-502.100-COSSAP2022	FEDERAL GRANT - DEPT OF JUSTICE	0.00	10,196.00	0.00	10,195.67	0.33	100.00
101-000-540.000	STATE SOURCES	22,800.00	30,000.00	0.00	27,874.57	2,125.43	92.92
101-000-540.000-MCOLES-CPE	STATE SOURCES	19,000.00	19,000.00	0.00	5,645.98	13,354.02	29.72
101-000-540.531	LOCAL GRANT	0.00	3,000.00	1,000.00	4,000.00	(1,000.00)	133.33
101-000-540.531-ADACITYHAL	LOCAL GRANT	0.00	10,000.00	10,000.00	10,000.00	0.00	100.00
101-000-540.531-RECYCL2025	LOCAL GRANT	0.00	5,000.00	0.00	5,000.00	0.00	100.00
101-000-569.000	OTHER STATE GRANTS	0.00	10,150.00	0.00	10,147.35	2.65	99.97
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	150,000.00	150,000.00	0.00	90,705.86	59,294.14	60.47
101-000-574.000	REVENUE SHARING	1,609,268.00	1,609,268.00	261,371.00	817,398.00	791,870.00	50.79
101-000-574.050	REVENUE SHARING - STATUTORY	542,977.00	542,977.00	101,338.00	262,338.00	280,639.00	48.31
101-000-605.200	CHARGE FOR SERVICES RENDERED	17,500.00	17,500.00	30.00	9,447.30	8,052.70	53.98
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,000.00	0.00	64.50	935.50	6.45
101-000-605.300	FIRE SERVICES	5,000.00	5,000.00	500.00	5,000.00	0.00	100.00
101-000-605.301	POLICE DEPARTMENT SERVICES	195,764.00	195,764.00	0.00	103,074.24	92,689.76	52.65
101-000-605.336	AMBULANCE SERVICES - TWP	308,109.00	308,109.00	0.00	0.00	308,109.00	0.00
101-000-607.100	FILING FEES - ABATEMENT APPLICA'	800.00	800.00	0.00	0.00	800.00	0.00
101-000-638.000	AMBULANCE CHARGES	922,900.00	922,900.00	104,038.79	788,366.64	134,533.36	85.42
101-000-642.000	CHARGE FOR SERVICES - SALES	2,500.00	2,500.00	150.00	1,550.00	950.00	62.00
101-000-652.200	PARKING LEASE INCOME	720.00	720.00	0.00	0.00	720.00	0.00
101-000-657.000	ORDINANCE FINES & COSTS	10,000.00	10,000.00	666.11	6,678.05	3,321.95	66.78
101-000-657.100	PARKING VIOLATIONS	7,500.00	7,000.00	0.00	245.00	6,755.00	3.50
101-000-657.100-PARKINGTIX	PARKING VIOLATIONS	0.00	500.00	399.75	3,537.40	(3,037.40)	707.48
101-000-665.000	INTEREST INCOME	200,000.00	400,000.00	55,318.54	296,319.69	103,680.31	74.08
101-000-665.100	MERS INTEREST INCOME	100.00	100.00	6.71	77.99	22.01	77.99
101-000-667.100	RENTAL INCOME	560.00	560.00	0.00	500.00	60.00	89.29
101-000-673.000	SALE OF FIXED ASSETS	0.00	32,100.00	0.00	32,100.20	(0.20)	100.00
101-000-674.200	DONATIONS	0.00	3,000.00	0.00	3,000.00	0.00	100.00
101-000-675.000	MISCELLANEOUS	50,000.00	50,000.00	2,209.63	4,925.94	45,074.06	9.85
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	180,340.00	180,340.00	0.00	69,489.87	110,850.13	38.53
101-000-676.249	TRANSFER FROM FUND 249	9,500.00	9,500.00	0.00	4,859.34	4,640.66	51.15
101-000-676.254	FUND 254 ADMIN CHARGE BACK	69,300.00	69,300.00	0.00	460.48	68,839.52	0.66
101-000-676.300	CITY UTILITIES ADMIN REIMB	518,202.00	518,202.00	0.00	299,814.60	218,387.40	57.86

PERIOD ENDING 02/28/2026

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26	2025-26	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 02/28/26 INCR (DECR)	02/28/2026 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-676.400	DDA TIF CHARGE BACK	84,500.00	84,500.00	0.00	37,314.33	47,185.67	44.16
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	106,395.00	212,791.00	0.00	36,720.15	176,070.85	17.26
101-000-676.600	BRA ADMIN FEES	7,060.00	6,060.00	0.00	0.00	6,060.00	0.00
101-000-678.000	SPECIAL ASSESSMENT	20,000.00	34,000.00	0.00	33,498.99	501.01	98.53
101-000-687.000	INSURANCE REFUNDS/REBATES	0.00	0.00	0.00	(94,924.13)	94,924.13	100.00
TOTAL REVENUES		10,757,708.00	11,173,264.00	720,765.82	7,768,648.80	3,404,615.20	69.53
Expenditures							
101	CITY COUNCIL	38,161.00	38,161.00	125.00	5,030.04	33,130.96	13.18
171	CITY MANAGER	347,815.00	351,125.00	27,443.34	224,076.63	127,048.37	63.82
201	FINANCE	275,587.00	323,591.00	25,969.08	186,823.87	136,767.13	57.73
210	CITY ATTORNEY	169,000.00	169,000.00	15,051.00	104,824.55	64,175.45	62.03
215	CLERK	270,741.00	278,588.00	21,996.31	143,053.51	135,534.49	51.35
228	INFORMATION & TECHNOLOGY	338,896.00	421,811.00	86,775.66	269,701.36	152,109.64	63.94
253	TREASURY	280,439.00	286,343.00	23,800.64	176,173.64	110,169.36	61.53
257	ASSESSING	228,553.00	230,725.00	16,778.83	146,423.84	84,301.16	63.46
261	GENERAL ADMIN	402,964.00	319,202.00	2,719.24	62,056.28	257,145.72	19.44
262	ELECTION	19,714.00	21,247.00	624.05	15,139.84	6,107.16	71.26
265	BUILDING & GROUNDS	791,944.00	818,786.00	19,580.42	676,871.13	141,914.87	82.67
270	HUMAN RESOURCES	307,448.00	175,987.00	11,348.88	116,572.14	59,414.86	66.24
301	POLICE	3,404,494.00	3,412,592.00	279,853.36	2,031,272.74	1,381,319.26	59.52
336	FIRE	3,653,707.00	3,738,535.00	250,334.39	2,121,240.07	1,617,294.93	56.74
441	PUBLIC WORKS	786,096.00	957,688.00	142,339.27	498,585.95	459,102.05	52.06
528	LEAF AND BRUSH COLLECTION	391,987.00	394,386.00	3,524.18	227,892.72	166,493.28	57.78
585	PARKING	38,430.00	49,058.00	2,650.54	26,073.02	22,984.98	53.15
720	COMMUNITY DEVELOPMENT	220,107.00	199,987.00	(509.35)	30,819.43	169,167.57	15.41
751	PARKS	422,848.00	451,009.00	4,974.37	203,895.62	247,113.38	45.21
966	TRANSFERS OUT	60,786.00	57,786.00	0.00	28,205.74	29,580.26	48.81
TOTAL EXPENDITURES		12,449,717.00	12,695,607.00	935,379.21	7,294,732.12	5,400,874.88	57.46
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		10,757,708.00	11,173,264.00	720,765.82	7,768,648.80	3,404,615.20	69.53
TOTAL EXPENDITURES		12,449,717.00	12,695,607.00	935,379.21	7,294,732.12	5,400,874.88	57.46
NET OF REVENUES & EXPENDITURES		(1,692,009.00)	(1,522,343.00)	(214,613.39)	473,916.68	(1,996,259.68)	31.13

PERIOD ENDING 02/28/2026

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-502.000	GRANT-FEDERAL	0.00	121.00	0.00	121.17	(0.17)	100.14
202-000-540.000	STATE SOURCES	22,500.00	22,500.00	0.00	0.00	22,500.00	0.00
202-000-540.000-MDOT-TRAIL	STATE SOURCES	4,300,000.00	4,300,000.00	0.00	18,691.50	4,281,308.50	0.43
202-000-541.000	TRUNKLINE MAINTENANCE	42,948.00	42,948.00	0.00	18,197.61	24,750.39	42.37
202-000-542.000	GAS & WEIGHT TAX	1,555,043.00	1,555,043.00	145,621.86	748,451.87	806,591.13	48.13
202-000-665.000	INTEREST INCOME	100,000.00	190,000.00	13,251.99	116,324.75	73,675.25	61.22
202-000-675.000	MISCELLANEOUS	0.00	4,728.00	0.00	4,727.71	0.29	99.99
202-000-678.000	SPECIAL ASSESSMENT	100,000.00	110,369.00	437.31	110,402.61	(33.61)	100.03
TOTAL REVENUES		6,120,491.00	6,225,709.00	159,311.16	1,016,917.22	5,208,791.78	16.33
Expenditures							
451	CONSTRUCTION	5,410,300.00	5,417,120.00	0.00	44,109.12	5,373,010.88	0.81
463	STREET MAINTENANCE	380,866.00	385,276.00	3,839.36	257,332.21	127,943.79	66.79
473	BRIDGE MAINTENANCE	0.00	327.00	0.00	282.64	44.36	86.43
474	TRAFFIC SERVICES-MAINTENANCE	20,093.00	24,367.00	12,280.81	19,944.79	4,422.21	81.85
478	SNOW & ICE CONTROL	183,736.00	185,813.00	44,628.86	157,768.45	28,044.55	84.91
480	TREE TRIMMING	92,358.00	92,358.00	493.49	19,367.74	72,990.26	20.97
482	ADMINISTRATION & ENGINEERING	151,037.00	155,504.00	(40,532.65)	30,478.95	125,025.05	19.60
485	LOCAL STREET TRANSFER	450,000.00	450,000.00	0.00	225,000.00	225,000.00	50.00
486	TRUNKLINE SURFACE MAINTENANCE	0.00	4,680.00	0.00	4,103.04	576.96	87.67
490	TRUNKLINE TREE TRIM & REMOVAL	0.00	305.00	0.00	228.64	76.36	74.96
491	TRUNKLINE STORM DRAIN, CURBS	0.00	2,890.00	0.00	2,778.20	111.80	96.13
492	TRUNKLINE ROADSIDE CLEANUP	0.00	260.00	127.10	197.99	62.01	76.15
494	TRUNKLINE TRAFFIC SIGNS	0.00	625.00	0.00	389.89	235.11	62.38
497	TRUNKLINE SNOW & ICE CONTROL	22,000.00	31,075.00	10,862.68	36,967.57	(5,892.57)	118.96
TOTAL EXPENDITURES		6,710,390.00	6,750,600.00	31,699.65	798,949.23	5,951,650.77	11.84
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		6,120,491.00	6,225,709.00	159,311.16	1,016,917.22	5,208,791.78	16.33
TOTAL EXPENDITURES		6,710,390.00	6,750,600.00	31,699.65	798,949.23	5,951,650.77	11.84
NET OF REVENUES & EXPENDITURES		(589,899.00)	(524,891.00)	127,611.51	217,967.99	(742,858.99)	41.53

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 203 - LOCAL STREET FUND							
Revenues							
203-000-540.000	STATE SOURCES	43,500.00	43,500.00	0.00	0.00	43,500.00	0.00
203-000-542.000	GAS & WEIGHT TAX	572,875.00	572,875.00	53,648.16	275,735.15	297,139.85	48.13
203-000-665.000	INTEREST INCOME	25,000.00	42,825.00	3,801.28	28,781.67	14,043.33	67.21
203-000-675.000	MISCELLANEOUS	0.00	525.00	0.00	525.30	(0.30)	100.06
203-000-678.000	SPECIAL ASSESSMENT	50,000.00	79,006.00	786.65	79,059.36	(53.36)	100.07
203-000-699.202	MAJOR STREET TRANSFER	450,000.00	450,000.00	0.00	225,000.00	225,000.00	50.00
TOTAL REVENUES		1,141,375.00	1,188,731.00	58,236.09	609,101.48	579,629.52	51.24
Expenditures							
451	CONSTRUCTION	1,035,300.00	1,035,300.00	0.00	2,375.52	1,032,924.48	0.23
463	STREET MAINTENANCE	548,755.00	552,088.00	2,942.32	320,827.58	231,260.42	58.11
474	TRAFFIC SERVICES-MAINTENANCE	1,100.00	11,813.00	138.34	7,603.91	4,209.09	64.37
478	SNOW & ICE CONTROL	77,968.00	78,970.00	24,414.20	72,049.48	6,920.52	91.24
480	TREE TRIMMING	130,103.00	130,603.00	556.73	42,202.59	88,400.41	32.31
482	ADMINISTRATION & ENGINEERING	102,278.00	57,288.00	(45,307.44)	7,521.28	49,766.72	13.13
TOTAL EXPENDITURES		1,895,504.00	1,866,062.00	(17,255.85)	452,580.36	1,413,481.64	24.25
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		1,141,375.00	1,188,731.00	58,236.09	609,101.48	579,629.52	51.24
TOTAL EXPENDITURES		1,895,504.00	1,866,062.00	(17,255.85)	452,580.36	1,413,481.64	24.25
NET OF REVENUES & EXPENDITURES		(754,129.00)	(677,331.00)	75,491.94	156,521.12	(833,852.12)	23.11

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 02/28/2026

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 208 - PARK/RECREATION SITES FUND								
Revenues								
208-000-402.000	GENERAL PROPERTY TAX	165,514.00	163,162.00	73.58	162,833.90	328.10	99.80	
208-000-665.000	INTEREST INCOME	0.00	4,500.00	388.57	2,877.20	1,622.80	63.94	
208-000-674.100	PRIVATE DONATIONS	2,000.00	5,236.00	0.00	5,236.17	(0.17)	100.00	
TOTAL REVENUES		<u>167,514.00</u>	<u>172,898.00</u>	<u>462.15</u>	<u>170,947.27</u>	<u>1,950.73</u>	<u>98.87</u>	
Expenditures								
751	PARKS	165,514.00	186,583.00	0.00	11,177.20	175,405.80	5.99	
TOTAL EXPENDITURES		<u>165,514.00</u>	<u>186,583.00</u>	<u>0.00</u>	<u>11,177.20</u>	<u>175,405.80</u>	<u>5.99</u>	
Fund 208 - PARK/RECREATION SITES FUND:								
TOTAL REVENUES		<u>167,514.00</u>	<u>172,898.00</u>	<u>462.15</u>	<u>170,947.27</u>	<u>1,950.73</u>	<u>98.87</u>	
TOTAL EXPENDITURES		<u>165,514.00</u>	<u>186,583.00</u>	<u>0.00</u>	<u>11,177.20</u>	<u>175,405.80</u>	<u>5.99</u>	
NET OF REVENUES & EXPENDITURES		<u>2,000.00</u>	<u>(13,685.00)</u>	<u>462.15</u>	<u>159,770.07</u>	<u>(173,455.07)</u>	<u>1,167.48</u>	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 239 - OMS/DDA REVLG LOAN FUND							
Revenues							
239-000-644.000	PENALTIES - LATE CHARGES	50.00	50.00	0.00	20.67	29.33	41.34
239-000-665.000	INTEREST INCOME	20,000.00	25,000.00	2,828.20	22,355.04	2,644.96	89.42
239-000-670.000	LOAN PRINCIPAL	0.00	0.00	5,631.91	11,246.49	(11,246.49)	100.00
239-000-670.100	LOAN INTEREST	9,766.00	9,766.00	610.76	5,368.09	4,397.91	54.97
239-000-675.000	MISCELLANEOUS	0.00	100.00	0.00	100.00	0.00	100.00
TOTAL REVENUES		29,816.00	34,916.00	9,070.87	39,090.29	(4,174.29)	111.96
Expenditures							
200	GEN SERVICES	2,608.00	2,607.00	0.00	1,173.50	1,433.50	45.01
TOTAL EXPENDITURES		2,608.00	2,607.00	0.00	1,173.50	1,433.50	45.01
Fund 239 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		29,816.00	34,916.00	9,070.87	39,090.29	(4,174.29)	111.96
TOTAL EXPENDITURES		2,608.00	2,607.00	0.00	1,173.50	1,433.50	45.01
NET OF REVENUES & EXPENDITURES		27,208.00	32,309.00	9,070.87	37,916.79	(5,607.79)	117.36

PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 243 - BRA / OBRA #12 WOODWARD LOFT							
Revenues							
243-000-402.300	OBRA:TAX CAPTURE	139,942.00	139,942.00	0.00	0.00	139,942.00	0.00
243-000-402.300-BRA-DIST22	OBRA:TAX CAPTURE	32.00	32.00	0.00	0.00	32.00	0.00
243-000-402.300-BRA-DIST23	OBRA:TAX CAPTURE	5,165.00	5,165.00	0.00	0.00	5,165.00	0.00
243-000-573.000	LOCAL COMMUNITY STABILIZATION S	6,000.00	6,000.00	0.00	5,894.72	105.28	98.25
243-000-665.000	INTEREST INCOME	100.00	100.00	17.31	96.91	3.09	96.91
TOTAL REVENUES		151,239.00	151,239.00	17.31	5,991.63	145,247.37	3.96
Expenditures							
721	PROFESSIONAL SERVICES	1,260.00	1,260.00	0.00	0.00	1,260.00	0.00
964	TAX REIMBURSEMENTS	149,849.00	149,849.00	0.00	0.00	149,849.00	0.00
TOTAL EXPENDITURES		151,109.00	151,109.00	0.00	0.00	151,109.00	0.00
Fund 243 - BRA / OBRA #12 WOODWARD LOFT:							
TOTAL REVENUES		151,239.00	151,239.00	17.31	5,991.63	145,247.37	3.96
TOTAL EXPENDITURES		151,109.00	151,109.00	0.00	0.00	151,109.00	0.00
NET OF REVENUES & EXPENDITURES		130.00	130.00	17.31	5,991.63	(5,861.63)	4,608.95

PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-402.000	GENERAL PROPERTY TAX	38,977.00	35,286.00	0.00	35,286.54	(0.54)	100.00
248-000-402.100	TIF	229,031.00	229,031.00	0.00	0.00	229,031.00	0.00
248-000-540.000-MTCHONMAIN	STATE SOURCES	0.00	25,000.00	0.00	0.00	25,000.00	0.00
248-000-540.531	LOCAL GRANT	0.00	4,140.00	0.00	0.00	4,140.00	0.00
248-000-569.000	OTHER STATE GRANTS	0.00	4,643.00	0.00	4,643.15	(0.15)	100.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION S	26,000.00	24,443.00	0.00	24,443.43	(0.43)	100.00
248-000-665.000	INTEREST INCOME	5,000.00	5,000.00	369.24	5,300.85	(300.85)	106.02
248-000-670.100	LOAN INTEREST	1,260.00	1,260.00	99.94	856.48	403.52	67.97
248-000-674.400	INCOME-PROMOTION	13,000.00	13,000.00	846.00	9,087.00	3,913.00	69.90
248-000-674.500	INCOME-ORGANIZATION	0.00	1,000.00	2,500.00	3,500.00	(2,500.00)	350.00
248-000-674.700	EV STATION REVENUE	6,500.00	12,000.00	1,912.62	11,791.37	208.63	98.26
248-000-699.101	TRANSFERS FROM GENERAL FUND	36,286.00	36,286.00	0.00	17,455.74	18,830.26	48.11
TOTAL REVENUES		356,054.00	391,089.00	5,727.80	112,364.56	278,724.44	28.73
Expenditures							
200	GEN SERVICES	277,065.00	284,576.00	973.18	163,532.49	121,043.51	57.47
261	GENERAL ADMIN	91,522.00	110,284.00	7,216.61	71,888.39	38,395.61	65.18
704	ORGANIZATION	1,650.00	1,650.00	258.08	562.50	1,087.50	34.09
705	PROMOTION	14,950.00	15,310.00	1,878.75	11,434.32	3,875.68	74.69
706	DESIGN	10,000.00	12,000.00	0.00	4,887.20	7,112.80	40.73
707	ECONOMIC VITALITY	2,000.00	27,000.00	0.00	624.97	26,375.03	2.31
TOTAL EXPENDITURES		397,187.00	450,820.00	10,326.62	252,929.87	197,890.13	56.10
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		356,054.00	391,089.00	5,727.80	112,364.56	278,724.44	28.73
TOTAL EXPENDITURES		397,187.00	450,820.00	10,326.62	252,929.87	197,890.13	56.10
NET OF REVENUES & EXPENDITURES		(41,133.00)	(59,731.00)	(4,598.82)	(140,565.31)	80,834.31	235.33

PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 249 - BUILDING INSPECTION FUND							
Revenues							
249-000-476.100	MARIJUANA LICENSE FEE	55,000.00	55,000.00	0.00	35,000.00	20,000.00	63.64
249-000-490.000	PERMITS-BUILDING	105,000.00	105,000.00	3,496.00	53,758.74	51,241.26	51.20
249-000-490.100	PERMITS-ELECTRICAL	30,000.00	30,000.00	1,635.00	16,980.00	13,020.00	56.60
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000.00	55,000.00	3,310.00	48,279.00	6,721.00	87.78
249-000-628.000	RENTAL REGISTRATION	2,500.00	2,500.00	300.00	1,450.00	1,050.00	58.00
249-000-665.000	INTEREST INCOME	10,000.00	10,000.00	792.99	7,001.57	2,998.43	70.02
TOTAL REVENUES		257,500.00	257,500.00	9,533.99	162,469.31	95,030.69	63.09
Expenditures							
200	GEN SERVICES	108,254.00	110,124.00	6,646.84	71,448.68	38,675.32	64.88
371	BUILDING AND SAFETY	151,643.00	151,893.00	10,723.61	95,133.62	56,759.38	62.63
TOTAL EXPENDITURES		259,897.00	262,017.00	17,370.45	166,582.30	95,434.70	63.58
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		257,500.00	257,500.00	9,533.99	162,469.31	95,030.69	63.09
TOTAL EXPENDITURES		259,897.00	262,017.00	17,370.45	166,582.30	95,434.70	63.58
NET OF REVENUES & EXPENDITURES		(2,397.00)	(4,517.00)	(7,836.46)	(4,112.99)	(404.01)	91.06

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 254 - HOUSING & REDEVELOPMENT							
Revenues							
254-000-540.000	STATE SOURCES	454,300.00	454,300.00	0.00	0.00	454,300.00	0.00
254-000-540.000-MSHDMIHOPE	STATE SOURCES	0.00	15,312.00	0.00	15,312.48	(0.48)	100.00
254-000-665.000	INTEREST INCOME	0.00	59.00	7.78	67.01	(8.01)	113.58
TOTAL REVENUES		<u>454,300.00</u>	<u>469,671.00</u>	<u>7.78</u>	<u>15,379.49</u>	<u>454,291.51</u>	<u>3.27</u>
Expenditures							
200	GEN SERVICES	454,300.00	462,048.00	6,284.80	14,493.25	447,554.75	3.14
TOTAL EXPENDITURES		<u>454,300.00</u>	<u>462,048.00</u>	<u>6,284.80</u>	<u>14,493.25</u>	<u>447,554.75</u>	<u>3.14</u>
Fund 254 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		454,300.00	469,671.00	7.78	15,379.49	454,291.51	3.27
TOTAL EXPENDITURES		454,300.00	462,048.00	6,284.80	14,493.25	447,554.75	3.14
NET OF REVENUES & EXPENDITURES		0.00	7,623.00	(6,277.02)	886.24	6,736.76	11.63

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 02/28/2026

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)								
Revenues								
272-000-402.300	OBRA:TAX CAPTURE	247,393.00	247,393.00	0.00	0.00	247,393.00		0.00
TOTAL REVENUES		247,393.00	247,393.00	0.00	0.00	247,393.00		0.00
Expenditures								
721	PROFESSIONAL SERVICES	14,183.00	14,183.00	0.00	0.00	14,183.00		0.00
905	DEBT SERVICE	167,999.00	167,999.00	0.00	60,000.00	107,999.00		35.71
TOTAL EXPENDITURES		182,182.00	182,182.00	0.00	60,000.00	122,182.00		32.93
<hr/>								
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):								
TOTAL REVENUES		247,393.00	247,393.00	0.00	0.00	247,393.00		0.00
TOTAL EXPENDITURES		182,182.00	182,182.00	0.00	60,000.00	122,182.00		32.93
NET OF REVENUES & EXPENDITURES		65,211.00	65,211.00	0.00	(60,000.00)	125,211.00		92.01

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 273 - OBRA #9 ROBBINS LOFT								
Revenues								
273-000-402.300	OBRA:TAX CAPTURE	5,300.00	5,300.00	0.00	0.00	5,300.00	0.00	
273-000-573.000	LOCAL COMMUNITY STABILIZATION S	600.00	565.00	0.00	564.99	0.01	100.00	
273-000-665.000	INTEREST INCOME	2,000.00	2,000.00	193.27	1,788.29	211.71	89.41	
TOTAL REVENUES		<u>7,900.00</u>	<u>7,865.00</u>	<u>193.27</u>	<u>2,353.28</u>	<u>5,511.72</u>	<u>29.92</u>	
Expenditures								
721	PROFESSIONAL SERVICES	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	
964	TAX REIMBURSEMENTS	4,700.00	4,665.00	0.00	0.00	4,665.00	0.00	
TOTAL EXPENDITURES		<u>5,900.00</u>	<u>5,865.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,865.00</u>	<u>0.00</u>	
Fund 273 - OBRA #9 ROBBINS LOFT:								
TOTAL REVENUES		<u>7,900.00</u>	<u>7,865.00</u>	<u>193.27</u>	<u>2,353.28</u>	<u>5,511.72</u>	<u>29.92</u>	
TOTAL EXPENDITURES		<u>5,900.00</u>	<u>5,865.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,865.00</u>	<u>0.00</u>	
NET OF REVENUES & EXPENDITURES		<u>2,000.00</u>	<u>2,000.00</u>	<u>193.27</u>	<u>2,353.28</u>	<u>(353.28)</u>	<u>117.66</u>	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 02/28/2026

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026		AVAILABLE BALANCE		% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET		NORM	(ABNORM)	NORM	(ABNORM)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA									
Expenditures									
721	PROFESSIONAL SERVICES	1,910.00	704.00	0.00	0.00		704.00		0.00
964	TAX REIMBURSEMENTS	13,890.00	5,963.00	0.00	5,963.35		(0.35)		100.01
TOTAL EXPENDITURES		15,800.00	6,667.00	0.00	5,963.35		703.65		89.45
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:									
TOTAL REVENUES		0.00	0.00	0.00	0.00		0.00		0.00
TOTAL EXPENDITURES		15,800.00	6,667.00	0.00	5,963.35		703.65		89.45
NET OF REVENUES & EXPENDITURES		(15,800.00)	(6,667.00)	0.00	(5,963.35)		(703.65)		89.45

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 283 - OBRA FUND-DISTRICT#3-TIAL								
Revenues								
283-000-402.300	OBRA:TAX CAPTURE	18,093.00	18,093.00	0.00	0.00	18,093.00		0.00
283-000-573.000	LOCAL COMMUNITY STABILIZATION S	630.00	621.00	0.00	621.12	(0.12)		100.02
283-000-665.000	INTEREST INCOME	0.00	97.00	7.98	66.78	30.22		68.85
TOTAL REVENUES		<u>18,723.00</u>	<u>18,811.00</u>	<u>7.98</u>	<u>687.90</u>	<u>18,123.10</u>		<u>3.66</u>
Expenditures								
721	PROFESSIONAL SERVICES	750.00	750.00	0.00	0.00	750.00		0.00
905	DEBT SERVICE	19,391.00	19,391.00	0.00	0.00	19,391.00		0.00
TOTAL EXPENDITURES		<u>20,141.00</u>	<u>20,141.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,141.00</u>		<u>0.00</u>
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:								
TOTAL REVENUES		<u>18,723.00</u>	<u>18,811.00</u>	<u>7.98</u>	<u>687.90</u>	<u>18,123.10</u>		<u>3.66</u>
TOTAL EXPENDITURES		<u>20,141.00</u>	<u>20,141.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,141.00</u>		<u>0.00</u>
NET OF REVENUES & EXPENDITURES		<u>(1,418.00)</u>	<u>(1,330.00)</u>	<u>7.98</u>	<u>687.90</u>	<u>(2,017.90)</u>		<u>51.72</u>

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET			BALANCE	(ABNORM)	
Fund 284 - OPIOID SETTLEMENT FUND								
Revenues								
284-000-665.000	INTEREST INCOME	1,320.00	2,600.00	210.39	1,806.70	793.30		69.49
284-000-685.000	OPIOID SETTLEMENT REVENUE	0.00	12,243.00	0.00	12,243.38	(0.38)		100.00
TOTAL REVENUES		<u>1,320.00</u>	<u>14,843.00</u>	<u>210.39</u>	<u>14,050.08</u>	<u>792.92</u>		<u>94.66</u>
Expenditures								
966	TRANSFERS OUT	0.00	3,931.00	0.00	2,931.00	1,000.00		74.56
TOTAL EXPENDITURES		<u>0.00</u>	<u>3,931.00</u>	<u>0.00</u>	<u>2,931.00</u>	<u>1,000.00</u>		<u>74.56</u>
Fund 284 - OPIOID SETTLEMENT FUND:								
TOTAL REVENUES		<u>1,320.00</u>	<u>14,843.00</u>	<u>210.39</u>	<u>14,050.08</u>	<u>792.92</u>		<u>94.66</u>
TOTAL EXPENDITURES		<u>0.00</u>	<u>3,931.00</u>	<u>0.00</u>	<u>2,931.00</u>	<u>1,000.00</u>		<u>74.56</u>
NET OF REVENUES & EXPENDITURES		<u>1,320.00</u>	<u>10,912.00</u>	<u>210.39</u>	<u>11,119.08</u>	<u>(207.08)</u>		<u>101.90</u>

PERIOD ENDING 02/28/2026

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-643.000	SALES	3,000.00	6,000.00	0.00	5,345.20	654.80	89.09
297-000-665.000	INTEREST INCOME	10,000.00	6,000.00	464.98	4,103.32	1,896.68	68.39
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,000.00	1,000.00	1,000.00	1,000.00	0.00	100.00
297-000-674.100	PRIVATE DONATIONS	19,000.00	19,000.00	0.00	10,977.60	8,022.40	57.78
297-000-674.200	DONATIONS	0.00	1,004.00	500.00	1,504.00	(500.00)	149.80
297-000-675.000	MISCELLANEOUS	0.00	200.00	0.00	200.00	0.00	100.00
297-000-699.101	TRANSFERS FROM GENERAL FUND	21,500.00	21,500.00	0.00	10,750.00	10,750.00	50.00
TOTAL REVENUES		54,500.00	54,704.00	1,964.98	33,880.12	20,823.88	61.93
Expenditures							
797	HISTORICAL COMMISSION	29,643.00	38,504.00	1,643.30	20,303.23	18,200.77	52.73
798	CASTLE	21,425.00	176,084.00	9,143.82	34,705.72	141,378.28	19.71
799	GOULD HOUSE	0.00	0.00	(960.00)	0.00	0.00	0.00
800	COMSTOCK/WOODARD	3,000.00	2,000.00	112.08	327.60	1,672.40	16.38
TOTAL EXPENDITURES		54,068.00	216,588.00	9,939.20	55,336.55	161,251.45	25.55
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		54,500.00	54,704.00	1,964.98	33,880.12	20,823.88	61.93
TOTAL EXPENDITURES		54,068.00	216,588.00	9,939.20	55,336.55	161,251.45	25.55
NET OF REVENUES & EXPENDITURES		432.00	(161,884.00)	(7,974.22)	(21,456.43)	(140,427.57)	13.25

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)								
Revenues								
301-000-402.000	GENERAL PROPERTY TAX	718,150.00	709,678.00	302.25	709,502.74	175.26	99.98	
301-000-569.000	OTHER STATE GRANTS	0.00	1,695.00	0.00	1,694.85	0.15	99.99	
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	50,000.00	50,000.00	0.00	15,921.27	34,078.73	31.84	
301-000-665.000	INTEREST INCOME	0.00	241.00	48.67	290.08	(49.08)	120.37	
TOTAL REVENUES		768,150.00	761,614.00	350.92	727,408.94	34,205.06	95.51	
Expenditures								
905	DEBT SERVICE	768,150.00	768,150.00	0.00	126,325.00	641,825.00	16.45	
TOTAL EXPENDITURES		768,150.00	768,150.00	0.00	126,325.00	641,825.00	16.45	
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):								
TOTAL REVENUES		768,150.00	761,614.00	350.92	727,408.94	34,205.06	95.51	
TOTAL EXPENDITURES		768,150.00	768,150.00	0.00	126,325.00	641,825.00	16.45	
NET OF REVENUES & EXPENDITURES		0.00	(6,536.00)	350.92	601,083.94	(607,619.94)	9,196.51	

PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE		% BGD USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 401 - CAPITAL PROJECT FUND								
Revenues								
401-000-665.000	INTEREST INCOME	2,000.00	10,000.00	753.55	7,496.16		2,503.84	74.96
401-000-687.000	INSURANCE REFUNDS/REBATES	120,000.00	174,192.00	87,029.00	261,220.66		(87,028.66)	149.96
TOTAL REVENUES		122,000.00	184,192.00	87,782.55	268,716.82		(84,524.82)	145.89
Fund 401 - CAPITAL PROJECT FUND:								
TOTAL REVENUES		122,000.00	184,192.00	87,782.55	268,716.82		(84,524.82)	145.89
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		122,000.00	184,192.00	87,782.55	268,716.82		(84,524.82)	145.89

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26	2025-26	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 02/28/26 INCR (DECR)	02/28/2026 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 588 - TRANSPORTATION FUND							
Revenues							
588-000-402.000	GENERAL PROPERTY TAX	107,745.00	107,598.00	48.54	107,415.56	182.44	99.83
588-000-573.000	LOCAL COMMUNITY STABILIZATION S	1,575.00	1,999.00	0.00	1,998.81	0.19	99.99
588-000-665.000	INTEREST INCOME	100.00	1,000.00	100.89	773.16	226.84	77.32
588-000-699.101	TRANFERS FROM GENERAL FUND	3,000.00	0.00	0.00	0.00	0.00	0.00
588-000-699.284	TRANSFER FROM OPIOID FUND	0.00	3,931.00	0.00	2,931.00	1,000.00	74.56
TOTAL REVENUES		112,420.00	114,528.00	149.43	113,118.53	1,409.47	98.77
Expenditures							
200	GEN SERVICES	112,025.00	112,024.00	0.00	112,023.62	0.38	100.00
TOTAL EXPENDITURES		112,025.00	112,024.00	0.00	112,023.62	0.38	100.00
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		112,420.00	114,528.00	149.43	113,118.53	1,409.47	98.77
TOTAL EXPENDITURES		112,025.00	112,024.00	0.00	112,023.62	0.38	100.00
NET OF REVENUES & EXPENDITURES		395.00	2,504.00	149.43	1,094.91	1,409.09	43.73

PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	1,000.00	1,000.00	50.00	525.00	475.00	52.50
590-000-605.350	MATERIAL & SERVICE	5,000.00	20,166.00	(5,000.00)	15,166.00	5,000.00	75.21
590-000-607.200	WATER AND SEWER FEES	1,200.00	1,200.00	0.00	997.00	203.00	83.08
590-000-643.100	METERED SALES	3,995,246.00	3,995,246.00	1,141.24	1,950,451.91	2,044,794.09	48.82
590-000-644.000	PENALTIES - LATE CHARGES	65,090.00	65,090.00	16,243.69	49,740.11	15,349.89	76.42
590-000-665.000	INTEREST INCOME	50,000.00	91,978.00	7,878.60	61,532.75	30,445.25	66.90
TOTAL REVENUES		4,117,536.00	4,174,680.00	20,313.53	2,078,412.77	2,096,267.23	49.79
Expenditures							
200	GEN SERVICES	2,252,737.00	2,304,762.00	170,017.39	1,475,767.27	828,994.73	64.03
549	SEWER OPERATIONS	240,605.00	241,873.00	14,404.38	116,943.08	124,929.92	48.35
901	CAPITAL OUTLAY	1,910,000.00	1,969,925.00	0.00	183,688.83	1,786,236.17	9.32
905	DEBT SERVICE	122,678.00	122,678.00	0.00	61,276.47	61,401.53	49.95
TOTAL EXPENDITURES		4,526,020.00	4,639,238.00	184,421.77	1,837,675.65	2,801,562.35	39.61
Fund 590 - SEWER FUND:							
TOTAL REVENUES		4,117,536.00	4,174,680.00	20,313.53	2,078,412.77	2,096,267.23	49.79
TOTAL EXPENDITURES		4,526,020.00	4,639,238.00	184,421.77	1,837,675.65	2,801,562.35	39.61
NET OF REVENUES & EXPENDITURES		(408,484.00)	(464,558.00)	(164,108.24)	240,737.12	(705,295.12)	51.82

PERIOD ENDING 02/28/2026

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26	2025-26	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 02/28/26 INCR (DECR)	02/28/2026 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	1,500.00	1,500.00	0.00	925.00	575.00	61.67
591-000-502.000-CTMFS-LSLR	GRANT-FEDERAL	600,000.00	600,000.00	114,424.37	401,012.27	198,987.73	66.84
591-000-538.000-DWRF788001	CAPITAL CONTRIBUTION-FEDERAL	11,161,000.00	11,161,000.00	0.00	3,550,619.58	7,610,380.42	31.81
591-000-538.000-DWRF792001	CAPITAL CONTRIBUTION-FEDERAL	0.00	1,097,700.00	0.00	0.00	1,097,700.00	0.00
591-000-538.000-DWRLF24-25	CAPITAL CONTRIBUTION-FEDERAL	200,000.00	200,000.00	0.00	90,659.47	109,340.53	45.33
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	1,000,375.00	1,000,375.00	451.89	508,808.86	491,566.14	50.86
591-000-605.350	MATERIAL & SERVICE	50,000.00	76,150.00	(4,623.74)	71,521.79	4,628.21	93.92
591-000-607.200	WATER AND SEWER FEES	30,000.00	30,000.00	2,000.00	9,077.00	20,923.00	30.26
591-000-643.100	METERED SALES	4,833,286.00	4,833,286.00	1,888.44	2,399,149.14	2,434,136.86	49.64
591-000-643.200	METERED SALES-WHOLESALE-USAGE	392,133.00	392,133.00	30,660.96	255,839.35	136,293.65	65.24
591-000-644.000	PENALTIES - LATE CHARGES	69,942.00	69,942.00	19,752.79	62,388.76	7,553.24	89.20
591-000-665.000	INTEREST INCOME	100,000.00	150,000.00	15,916.75	115,516.85	34,483.15	77.01
591-000-667.100	RENTAL INCOME	1,320.00	1,320.00	120.00	1,401.53	(81.53)	106.18
591-000-667.300	HYDRANT RENTAL	27,710.00	27,710.00	0.00	5,060.08	22,649.92	18.26
591-000-670.100	LOAN INTEREST	1,700.00	1,700.00	0.00	0.00	1,700.00	0.00
591-000-675.000	MISCELLANEOUS	0.00	1,596.00	288,428.00	290,023.74	(288,427.74)	8,171.91
591-000-675.200	UB FEES	3,930.00	3,930.00	250.00	1,305.00	2,625.00	33.21
TOTAL REVENUES		18,472,896.00	19,648,342.00	469,269.46	7,763,308.42	11,885,033.58	39.51
Expenditures							
200	GEN SERVICES	974,495.00	1,015,024.00	16,942.13	586,611.36	428,412.64	57.79
552	WATER UNDERGROUND	2,240,761.00	2,241,074.00	117,460.71	1,136,553.56	1,104,520.44	50.71
553	WATER FILTRATION	1,954,746.00	2,096,213.00	104,896.29	952,572.45	1,143,640.55	45.44
901	CAPITAL OUTLAY	11,574,664.00	12,742,498.00	414,847.65	5,180,037.47	7,562,460.53	40.65
905	DEBT SERVICE	625,045.00	625,045.00	0.00	190,851.56	434,193.44	30.53
TOTAL EXPENDITURES		17,369,711.00	18,719,854.00	654,146.78	8,046,626.40	10,673,227.60	42.98
Fund 591 - WATER FUND:							
TOTAL REVENUES		18,472,896.00	19,648,342.00	469,269.46	7,763,308.42	11,885,033.58	39.51
TOTAL EXPENDITURES		17,369,711.00	18,719,854.00	654,146.78	8,046,626.40	10,673,227.60	42.98
NET OF REVENUES & EXPENDITURES		1,103,185.00	928,488.00	(184,877.32)	(283,317.98)	1,211,805.98	30.51

PERIOD ENDING 02/28/2026

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-538.000-CWSR603401	CAPITAL CONTRIBUTION-FEDERAL	0.00	1,400,041.00	0.00	0.00	1,400,041.00	0.00
599-000-538.000-CWSRF23-24	CAPITAL CONTRIBUTION-FEDERAL (B)	5,000,000.00	5,000,000.00	0.00	1,524,855.77	3,475,144.23	30.50
599-000-538.000-CWSRF24-25	CAPITAL CONTRIBUTION-FEDERAL (B)	4,000,000.00	4,000,000.00	0.00	2,332,596.81	1,667,403.19	58.31
599-000-602.100	OP & MAINT CHRГ - OWOSSO	1,396,038.00	1,396,038.00	117,525.09	913,814.53	482,223.47	65.46
599-000-602.200	OP & MAINT CHRГ - OWOSSO TWP	233,869.00	233,869.00	23,322.68	183,802.87	50,066.13	78.59
599-000-602.300	OP & MAINT CHRГ - CALEDONIA TWS	148,192.00	148,192.00	9,527.45	88,609.30	59,582.70	59.79
599-000-602.400	OP & MAINT CHRГ - CORUNNA	271,583.00	271,583.00	20,431.78	180,925.31	90,657.69	66.62
599-000-603.100	REPLACEMENT CHRГ - OWOSSO	263,874.00	263,874.00	22,155.85	173,419.62	90,454.38	65.72
599-000-603.200	REPLACEMENT CHRГ - OWOSSO TWP	60,058.00	60,058.00	5,546.31	43,977.82	16,080.18	73.23
599-000-603.300	REPLACEMENT CHRГ - CALEDONIA TW	41,418.00	41,418.00	3,052.51	26,170.99	15,247.01	63.19
599-000-603.400	REPLACEMENT CHRГ - CORUNNA	49,910.00	49,910.00	3,850.33	33,271.57	16,638.43	66.66
599-000-606.100	DEBT SERVICE CHRГ - OWOSSO	222,923.00	222,923.00	18,577.03	148,616.24	74,306.76	66.67
599-000-606.200	DEBT SERVICE CHRГ - OWOSSO TWP.	90,431.00	90,431.00	7,535.97	60,287.76	30,143.24	66.67
599-000-606.300	DEBT SERVICE CHRГ - CALEDONIA T	68,559.00	68,559.00	5,713.31	45,706.48	22,852.52	66.67
599-000-606.400	DEBT SERVICE CHRГ - CORUNNA	38,696.00	38,696.00	3,224.69	25,797.52	12,898.48	66.67
599-000-665.000	INTEREST INCOME	50,000.00	100,000.00	10,833.65	74,414.75	25,585.25	74.41
599-000-675.000	MISCELLANEOUS	10,000.00	11,739.00	3,464.91	11,739.17	(0.17)	100.00
TOTAL REVENUES		11,945,551.00	13,397,331.00	254,761.56	5,868,006.51	7,529,324.49	43.80
Expenditures							
200	GEN SERVICES	33,091.00	37,606.00	1,960.70	23,208.22	14,397.78	61.71
548	WASTEWATER OPERATIONS	2,021,250.00	2,039,553.00	151,376.03	1,072,661.80	966,891.20	52.59
901	CAPITAL OUTLAY	9,289,574.00	10,689,615.00	194,787.64	4,430,313.24	6,259,301.76	41.45
905	DEBT SERVICE	420,609.00	420,609.00	0.00	222,224.92	198,384.08	52.83
TOTAL EXPENDITURES		11,764,524.00	13,187,383.00	348,124.37	5,748,408.18	7,438,974.82	43.59
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		11,945,551.00	13,397,331.00	254,761.56	5,868,006.51	7,529,324.49	43.80
TOTAL EXPENDITURES		11,764,524.00	13,187,383.00	348,124.37	5,748,408.18	7,438,974.82	43.59
NET OF REVENUES & EXPENDITURES		181,027.00	209,948.00	(93,362.81)	119,598.33	90,349.67	56.97

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2025-26		ACTIVITY FOR MONTH 02/28/26 INCR (DECR)	YTD BALANCE 02/28/2026 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2025-26 AMENDED BUDGET				
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-665.000	INTEREST INCOME	50,000.00	125,000.00	10,068.56	85,124.09	39,875.91	68.10
661-000-667.200	EQUIPMENT RENTAL	962,814.00	989,558.00	104,666.93	680,758.70	308,799.30	68.79
661-000-673.000	SALE OF FIXED ASSETS	0.00	75,000.00	0.00	75,000.00	0.00	100.00
661-000-675.000	MISCELLANEOUS	0.00	6,559.00	0.00	6,558.88	0.12	100.00
661-000-692.000	OTHER FINANCING SOURCES	0.00	783,060.00	0.00	783,060.00	0.00	100.00
TOTAL REVENUES		1,012,814.00	1,979,177.00	114,735.49	1,630,501.67	348,675.33	82.38
Expenditures							
594	FLEET MAINTENANCE	552,344.00	554,469.00	27,759.30	278,681.09	275,787.91	50.26
901	CAPITAL OUTLAY	1,438,000.00	1,438,000.00	0.00	388,537.44	1,049,462.56	27.02
TOTAL EXPENDITURES		1,990,344.00	1,992,469.00	27,759.30	667,218.53	1,325,250.47	33.49
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		1,012,814.00	1,979,177.00	114,735.49	1,630,501.67	348,675.33	82.38
TOTAL EXPENDITURES		1,990,344.00	1,992,469.00	27,759.30	667,218.53	1,325,250.47	33.49
NET OF REVENUES & EXPENDITURES		(977,530.00)	(13,292.00)	86,976.19	963,283.14	(976,575.14)	7,247.09
TOTAL REVENUES - ALL FUNDS							
		56,439,685.00	60,769,138.00	1,912,872.53	28,401,355.09	32,367,782.91	46.74
TOTAL EXPENDITURES - ALL FUNDS							
		59,417,576.00	62,782,586.00	2,208,196.30	25,655,126.11	37,127,459.89	40.86
NET OF REVENUES & EXPENDITURES		(2,977,891.00)	(2,013,448.00)	(295,323.77)	2,746,228.98	(4,759,676.98)	136.39

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
 FROM 02/01/2026 TO 02/28/2026
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 02/01/2026	Total Debits	Total Credits	Ending Balance 02/28/2026
Fund 101 GENERAL FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	(57,565.64)	1,136,903.62	1,051,979.95	27,358.03
001.201	MI CLASS ACCOUNT	285,004.93	829.35	0.00	285,834.28
001.204	HUNTINGTON LIQUIDITY PORTAL	937,304.99	102,926.60	0.00	1,040,231.59
001.205	CHOICEONE BANK	3,652,254.62	9,379.29	0.00	3,661,633.91
001.206	SWEEP ACCOUNT HUNTINGTON	203,922.97	8,819.29	0.00	212,742.26
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	(13,877.17)	428,737.09	816,974.12	(402,114.20)
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,808,772.74	5,801.62	0.00	1,814,574.36
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,956,915.16	6,034.10	0.00	1,962,949.26
002.203	AMBULANCE PAYMENT BANK ACCOUNT	63,023.46	49,984.61	50,028.15	62,979.92
004.000	PETTY CASH	1,715.00	0.00	0.00	1,715.00
005.401	MERS DC FUNDS - RESTRICTED	262.77	3,755.31	8,073.67	(4,055.59)
	GENERAL FUND	8,837,733.83	1,753,170.88	1,927,055.89	8,663,848.82
Fund 202 MAJOR STREET FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	(47,878.58)	227,192.83	74,818.51	104,495.74
001.201	MI CLASS ACCOUNT	1,310,729.94	3,813.24	0.00	1,314,543.18
001.204	HUNTINGTON LIQUIDITY PORTAL	2,705,965.21	7,634.53	0.00	2,713,599.74
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	480.04	4,217.53	0.00	4,697.57
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	562,239.45	1,803.35	0.00	564,042.80
	MAJOR STREET FUND	4,531,536.06	244,661.48	74,818.51	4,701,379.03
Fund 203 LOCAL STREET FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	239,985.66	109,228.19	129,357.50	219,856.35
001.201	MI CLASS ACCOUNT	91,696.39	266.72	0.00	91,963.11
001.204	HUNTINGTON LIQUIDITY PORTAL	513,072.24	101,729.76	0.00	614,802.00
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	6,367.57	1,438.11	0.00	7,805.68
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	562,239.45	1,803.35	0.00	564,042.80
	LOCAL STREET FUND	1,413,361.31	214,466.13	129,357.50	1,498,469.94
Fund 208 PARK/RECREATION SITES FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	15,077.93	1,147.75	55.59	16,170.09
001.204	HUNTINGTON LIQUIDITY PORTAL	137,060.09	386.80	0.00	137,446.89
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	9,277.33	438.94	150.26	9,566.01
	PARK/RECREATION SITES FUND	161,415.35	1,973.49	205.85	163,182.99
Fund 239 OMS/DDA REVLG LOAN FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	38,031.63	6,242.67	30,000.00	14,274.30
001.204	HUNTINGTON LIQUIDITY PORTAL	471,406.93	31,414.59	0.00	502,821.52
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	0.52	5,759.87	5,759.87	0.52
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	224,894.69	721.31	0.00	225,616.00
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	224,540.20	692.30	0.00	225,232.50
	OMS/DDA REVLG LOAN FUND	958,873.97	44,830.74	35,759.87	967,944.84

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
 FROM 02/01/2026 TO 02/28/2026
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 02/01/2026	Total Debits	Total Credits	Ending Balance 02/28/2026
Fund 243 BRA / OBRA #12	WOODWARD LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	2,108.88	0.00	0.00	2,108.88
001.200-BRA-DIST22	POOLED CASH (HUNTINGTON BANK)	14.19	0.00	0.00	14.19
001.201	MI CLASS ACCOUNT	5,974.32	17.31	0.00	5,991.63
	BRA / OBRA #12 WOODWARD LOFT	8,097.39	17.31	0.00	8,114.70
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
001.200	POOLED CASH (HUNTINGTON BANK)	(30,722.45)	13,200.15	20,293.05	(37,815.35)
001.201	MI CLASS ACCOUNT	82,115.72	238.87	0.00	82,354.59
001.203	MAIN STREET OWOSSO / DDA CHECKING	11,858.48	2,758.62	10,000.00	4,617.10
001.204	HUNTINGTON LIQUIDITY PORTAL	35,641.98	10,128.93	0.00	45,770.91
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	7,755.18	2.37	0.93	7,756.62
	DOWNTOWN DEVELOPMENT AUTHORITY	106,648.91	26,328.94	30,293.98	102,683.87
Fund 249 BUILDING INSPECTION FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	40,403.65	5,050.00	17,370.45	28,083.20
001.204	HUNTINGTON LIQUIDITY PORTAL	280,223.02	790.80	0.00	281,013.82
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	8,212.97	3,613.19	0.00	11,826.16
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	BUILDING INSPECTION FUND	329,039.64	9,453.99	17,370.45	321,123.18
Fund 254 HOUSING & REDEVELOPMENT					
001.200	POOLED CASH (HUNTINGTON BANK)	8,005.53	0.00	6,284.80	1,720.73
001.204	HUNTINGTON LIQUIDITY PORTAL	2,709.46	7.78	0.00	2,717.24
	HOUSING & REDEVELOPMENT	10,714.99	7.78	6,284.80	4,437.97
Fund 259 OBRA-DIST#15 -ARMORY BUILDING					
001.200	POOLED CASH (HUNTINGTON BANK)	4,732.00	0.00	0.00	4,732.00
Fund 272 OBRA FUND-DISTRICT #17 CARGILL (PREV #8)					
001.200	POOLED CASH (HUNTINGTON BANK)	12,777.16	0.00	0.00	12,777.16
Fund 273 OBRA #9 ROBBINS LOFT					
001.201	MI CLASS ACCOUNT	66,436.78	193.27	0.00	66,630.05
Fund 276 OBRA FUND DISTRICT #16 - QDOBA					
001.200	POOLED CASH (HUNTINGTON BANK)	703.50	0.00	0.00	703.50
Fund 277 OBRA FUND DISTRICT #20 - J&H OIL					
001.200	POOLED CASH (HUNTINGTON BANK)	3,144.00	0.00	0.00	3,144.00
Fund 283 OBRA FUND-DISTRICT#3-TIAL					
001.201	MI CLASS ACCOUNT	2,717.33	7.98	0.00	2,725.31
Fund 284 OPIOID SETTLEMENT FUND					

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
 FROM 02/01/2026 TO 02/28/2026
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 02/01/2026	Total Debits	Total Credits	Ending Balance 02/28/2026
001.200	POOLED CASH (HUNTINGTON BANK)	329.35	0.00	0.00	329.35
001.204	HUNTINGTON LIQUIDITY PORTAL	74,521.55	210.39	0.00	74,731.94
	OPIOID SETTLEMENT FUND	74,850.90	210.39	0.00	75,061.29
Fund 297 HISTORICAL FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	(6,954.37)	1,500.00	9,909.03	(15,363.40)
001.202	HC CHECKING ACCOUNT	1,164.85	0.00	30.17	1,134.68
001.204	HUNTINGTON LIQUIDITY PORTAL	164,876.45	464.98	0.00	165,341.43
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	5.00	0.00	0.00	5.00
004.000	PETTY CASH	100.00	0.00	0.00	100.00
	HISTORICAL FUND	159,191.93	1,964.98	9,939.20	151,217.71
Fund 301 GENERAL DEBT SERVICE (VOTED BONDS)					
001.200	POOLED CASH (HUNTINGTON BANK)	575,016.90	4,714.96	228.42	579,503.44
001.201	MI CLASS ACCOUNT	16,137.21	46.96	0.00	16,184.17
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	8,076.75	1,797.78	617.36	9,257.17
	GENERAL DEBT SERVICE (VOTED BONDS)	599,230.86	6,559.70	845.78	604,944.78
Fund 401 CAPITAL PROJECT FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	827.66	87,029.00	87,000.00	856.66
001.204	HUNTINGTON LIQUIDITY PORTAL	180,106.61	87,753.55	0.00	267,860.16
	CAPITAL PROJECT FUND	180,934.27	174,782.55	87,000.00	268,716.82
Fund 588 TRANSPORTATION FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	(46,371.65)	6,756.83	36.67	(39,651.49)
001.201	MI CLASS ACCOUNT	2,025.80	5.87	0.00	2,031.67
001.204	HUNTINGTON LIQUIDITY PORTAL	33,635.96	94.96	0.00	33,730.92
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	6,118.09	288.38	6,099.10	307.37
	TRANSPORTATION FUND	(4,591.80)	7,146.04	6,135.77	(3,581.53)
Fund 590 SEWER FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	244,086.22	439,382.55	190,404.84	493,063.93
001.201	MI CLASS ACCOUNT	449,094.60	1,306.50	0.00	450,401.10
001.204	HUNTINGTON LIQUIDITY PORTAL	1,056,381.77	2,980.22	0.00	1,059,361.99
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	76,613.75	434,544.33	351,445.99	159,712.09
001.300	FRANKENMUTH CREDIT UNION	280,260.49	898.99	0.00	281,159.48
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	871,344.18	2,686.75	0.00	874,030.93
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	SEWER FUND	2,977,981.01	881,799.34	541,850.83	3,317,929.52
Fund 591 WATER FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	917,497.86	1,146,499.58	1,971,137.99	92,859.45
001.201	MI CLASS ACCOUNT	1,731,544.63	5,037.40	0.00	1,736,582.03

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
 FROM 02/01/2026 TO 02/28/2026
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 02/01/2026	Total Debits	Total Credits	Ending Balance 02/28/2026
001.204	HUNTINGTON LIQUIDITY PORTAL	1,889,046.42	1,308,997.55	0.00	3,198,043.97
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	112,882.45	547,815.25	502,189.76	158,507.94
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	607,789.44	1,874.01	0.00	609,663.45
005.401	MERS DC FUNDS - RESTRICTED	0.00	4,746.40	0.00	4,746.40
	WATER FUND	5,258,760.80	3,014,970.19	2,473,327.75	5,800,403.24
Fund 599	WASTEWATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	1,179,722.31	243,927.91	1,148,124.37	275,525.85
001.201	MI CLASS ACCOUNT	421,055.27	1,224.92	0.00	422,280.19
001.204	HUNTINGTON LIQUIDITY PORTAL	1,248,013.81	805,778.29	0.00	2,053,792.10
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	280,260.49	898.99	0.00	281,159.48
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	950,696.81	2,931.45	0.00	953,628.26
	WASTEWATER FUND	4,079,748.69	1,054,761.56	1,148,124.37	3,986,385.88
Fund 661	FLEET MAINTENANCE FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	493,763.88	104,384.87	27,477.24	570,671.51
001.201	MI CLASS ACCOUNT	709,302.26	2,063.46	0.00	711,365.72
001.204	HUNTINGTON LIQUIDITY PORTAL	1,166,822.14	3,292.12	0.00	1,170,114.26
001.205	CHOICEONE BANK	1,120,552.42	2,877.70	0.00	1,123,430.12
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	572,193.24	1,835.28	0.00	574,028.52
	FLEET MAINTENANCE FUND	4,062,633.94	114,453.43	27,477.24	4,149,610.13
Fund 703	CURRENT TAX COLLECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	88,315.84	4,527,039.19	4,562,317.76	53,037.27
001.204	HUNTINGTON LIQUIDITY PORTAL	1,238,472.35	2,055,839.59	2,107,000.00	1,187,311.94
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	126,269.32	433,763.98	376,529.85	183,503.45
	CURRENT TAX COLLECTION FUND	1,453,057.51	7,016,642.76	7,045,847.61	1,423,852.66
Fund 956	GASB 34 LONG TERM DEBT				
005.200	MMRMA CASH - RESTRICTED	246,235.87	0.00	0.00	246,235.87
	TOTAL - ALL FUNDS	35,535,966.20	14,568,402.93	13,561,695.40	36,542,673.73