

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, APRIL 20, 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 APRIL 6, 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. Promotional Ceremony— Fire Department Employee. A ceremony recognizing the promotion of Fire Lieutenant Dan Miller.
2. Swearing In Ceremony – Fire Department Employee. A ceremony to swear in the City's newest firefighter: Austin Ager.

PUBLIC HEARINGS

1. CWSRF Project Plan Amendment. Conduct a public hearing to receive citizen comment regarding the proposed amendments to the Clean Water State Revolving fund (CWSRF) Project Plan for the 2026 fiscal year.
2. Public Hearing – CDBG Housing Grant. Conduct a public hearing to receive citizen comment regarding the proposed acceptance of 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 Implementation Goals: 1.1, 1.9, 1.13, 6.6

CITIZEN COMMENTS

COUNCIL COMMENTS

CONSENT AGENDA

- 1. Set Public Hearing – 2026-27 City Budget. Set required Public Hearing pursuant to Chapter 8 of the City Charter for Monday, May 4, 2026 at 6:30 p.m. in Council Chambers at City Hall, 301 West Main Street, to receive citizen comment regarding the 2026-2027 Proposed City Budget.

Master Plan Implementation Goals: 3.4, 3.6, 3.7, 3.10, 3.13

- 2. Traffic Control Order- Curwood Festival. Authorize application from the Curwood Festival for use of various parking lots and streets from June 3, 2026 at 9:00 a.m. through June 8, 2026 at 6:00 a.m. for the annual Curwood Festival and further authorize Traffic Control Order No. 1553 formalizing the action.

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

- 3. Traffic Control Order - Downtown Owosso Farmers' Market. Approve request from Stephen Schlaack, Market Manager of the Downtown Owosso Farmers Market, for street closures, as noted, every Saturday from May 2, 2026 to October 31, 2026 from 6:00 a.m. until 2:00 p.m. for the annual farmers' market and approve Traffic Control Order No. 1528 formalizing the request.

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

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

| Name | Board/Commission | Term Expires |
|--------------|------------------------------|---------------------|
| Rich Collins | Owosso Historical Commission | 12-31-2026 |

- 5. Change Order – 2025 Well Improvements Project. Approve Change Order #2 to the 2025 Well Improvements Project contract, increasing the contract amount \$63,198.00 to increase the size of the building footprint and to remove recently discovered asbestos, and further approve payment to the contractor including Change Order No. 2.

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

- 6. Change Order – WTP Filters Improvements Project. Rescind resolution number 77-2025 and approve Change Order #2 to the WTP Filters Improvements Project contract, increasing the contract amount \$2,600.00 to cover a new Builders Risk Policy with their insurance, the addition of 239 days to the contract time, and further approve payment to the contractor including Change Order No. 2.

Master Plan Implementation Goals: 3.4, 3.7

- 7. Contract Approval – Council Chamber Audio/Video System Design. Approve and authorize to engage Simoni Systems, Inc. in the amount of \$1,700.00 to prepare the design documents and specifications for a new Council Chambers audio/video system.

Master Plan Implementation Goals: 3.2, 3.4, 3.8

- 8. CDBG Round 1 Contractors Quotes - Grant Contractors. Approve Round #2 of CDBG Grant Contractors' quotes in the amount of \$143,335.30 as part of a CDBG housing grant and further authorize payment to the contractor(s) upon satisfactory completion of the project(s) or portion thereof.

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

- 9. Service Agreement - Website RFP Award and Service Agreement. Approve and authorize to engage Revize Software Systems (Revize,LLC.) in the amount of \$17,700.00 for a one-time project cost to provide website redesign plus \$3,400.00 annually for content management services and further approve payment to Revize Software Systems upon completion of website redesigning.

10. Warrant No. 665. Authorize Warrant No. 665 as follows:

| Vendor | Description | Fund | Amount |
|----------------------------|--|-------|-------------|
| Waste Management | WWTP Refuge Disposal Services | WWTP | \$13,685.53 |
| Owosso Charter Township | Quarterly Payment per 2011 Water Agreement | Water | \$22,537.58 |
| Caledonia Charter Township | Quarterly Payment per 2006 Water Agreement | Water | \$55,874.13 |
| | | Total | \$92,097.24 |

ITEMS OF BUSINESS

1. Contract Approvals – Ludington Electric, Inc. Reiterate acknowledgement of the pecuniary interest of Councilmember in the contract(s) in question and consider approval of \$120.00 in contracts with Ludington Electric, Inc. for the period of April 2025.
2. Consumers Easement – 1000 Bradley Street. Consider approval of a 12’ easement on the City-owned parcel at 1000 Bradley Street for the construction, operation, and maintenance of electric facilities.
3. Funds Advance – Splash Pad. Consider authorizing the transfer of \$160,000.00 from the General Fund to the Parks Millage Fund for the period of one year at 0% interest for the construction of the splash pad, to be reimbursed by the voter approved millage.
4. Grant Agreement - AMI250 Grant Agreements. Consider approving American 250 Michigan Grant Agreement of \$50,000 and subgrantee agreement assigning the project obligations to The Lebowsky Center.
Master Plan Implementation Goals: 1.17, 1.19, 4.3, 4.16, 5.1, 5.9
5. Closed Session. Consider holding a closed session at the conclusion of the second session of Council Comments to conduct the City Manager's annual evaluation at the request of the employee and in compliance with MCL 15.268(a).

CITIZEN COMMENTS

COUNCIL COMMENTS

CLOSED SESSION (if approved)

COMMUNICATIONS

1. Nathan Henne, City Manager. Council Goal Setting Report.
2. Tanya S. Buckelew, Planning & Building Director. April 2026 Building Department Report.
3. Tanya S. Buckelew, Planning & Building Director. April 2026 Code Violations Report.
4. Tanya S. Buckelew, Planning & Building Director. March 2026 Inspections Report.
5. Tanya S. Buckelew, Planning & Building Director. March 2026 Rental Report.
6. Tanya S. Buckelew, Planning & Building Director. March 2026 Certificates Issued Report.
7. Kevin D. Lenkart, Public Safety Director. March 2026 Police Report.
8. Kevin D. Lenkart, Public Safety Director. March 2026 Parking Citation Report.
9. Kevin D. Lenkart, Public Safety Director. March 2026 Fire Report.
10. Quarterly Utility Billing Delinquent and Shut off Statistics. October – December 2025.

NEXT MEETING

Monday, May 4, 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
Downtown Historic District Commission – term expires June 30, 2027
Planning Commission – term expires June 30, 2027
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.