CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, NOVEMBER 16, 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 NOVEMBER 2, 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

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

COUNCIL COMMENTS

CONSENT AGENDA

1. Traffic Control Order - Living Nativity Scene Permission. Approve waiver of the insurance requirement and request from First United Methodist Church for the use of North Street and Water Street for a Living Nativity Scene Saturday, December 12, 2026 from 4:00pm until 10:00pm and authorize Traffic Control Order No. 1571 formalizing the action.

2. Traffic Control Order - Holiday Village. Approve request from Argus-Press for the closure of Exchange Street from Part Street through the end of Remax/Argus Parking lot entrance, Saturday

November 28, 2026 from 1:00pm until 5:00pm and authorize Traffic Control Order No. 1572 formalizing the action.

3. Traffic Control Order – Food Distribution Event. Approve waiver of insurance requirement and request from St. John's United Church of Christ for the closure of Washington Street between Oliver Street and Williams Street, Tuesday December 15, 2026 from 9:00am until 3:30pm and authorize Traffic Control Order No. 1573 formalizing the action.

4. Change Order – WTP Filters Improvements Project. Approve Change Order #3, contingent upon EGLE approval, to the WTP Filters Improvements Project contract, increasing the contract amount of $342,714.00, bring the total to $2,222,403.00, with an addition of 166 days to the contract time and further approve payment to the contractor including Change Order No. 3.
Master Plan Implementation Goals: 3.4, 3.7

ITEMS OF BUSINESS

1. Analysis of Vacant Building Ordinance Proposals. Consider directing the City Manager and City Attorney to prepare a vacant building ordinance consistent with DDA Resolution No. 03-2026 and consistent code enforcement processes and schedules for Council consideration. And further recommend Council authorize the City Manager to provide the written responses requested by the DDA and the HDC.
Master Plan Implementation Goals: 1.12, 2.3

2. Collection of Delinquent Utility Charges – Resolution No 1. Approve resolution establishing March 31 and September 30 delinquency dates for placing delinquent water and sewer charges on the tax roll.
Master Plan Implementation Goals: 3.3

3. Collection of Delinquent Utility Charges – Resolution No 2. Approve resolution discontinuing the shutoff of water service for nonpayment that was approved by voters in August 2026.
Master Plan Implementation Goals: 3.3

4. Collection of Delinquent Utility Charges – Resolution No 3. Approve resolution retaining the City's authority to shut off service for nonpayment on landlord-tenant agreements making the tenant responsible, service restored upon payment of all delinquent charges and shutoff fees.
Master Plan Implementation Goals: 3.3

5. Collection of Delinquent Utility Charges – Resolution No 4. Approve resolution retaining authority to shut off water service for nonpayment if Shiawassee County ceases reimbursing the City for delinquent utility charges placed on the tax roll.
Master Plan Implementation Goals: 3.1, 3.3

CITIZEN COMMENTS

COUNCIL COMMENTS

COMMUNICATIONS

1. Tanya S. Buckelew, Community Development Director. October 2026 Building Department Report.
2. Tanya S. Buckelew, Community Development Director. October 2026 Code Violations Report.
3. Tanya S. Buckelew, Community Development Director. October 2026 Inspections Report.
4. Tanya S. Buckelew, Community Development Director. October 2026 Rental Report.
5. Tanya S. Buckelew, Community Development Director. October 2026 Certificates Issued Report.
6. Eric E. Cherry, Police Department Captain. October 2026 Police Report.
7. Kevin D. Lenkart, Public Safety Director. October 2026 Parking Citation Report.
8. Kevin D. Lenkart, Public Safety Director. October 2026 Fire Report.

9. Downtown Development Authority. Minutes of November 04, 2026.
10. Downtown Historical District Commission. Minutes of October 21, 2026.
11. Owosso Historical Commission. Minutes of November 10, 2026.
12. WWTP Review Board. Minutes of October 27, 2026.

NEXT MEETING

Monday, December 7, 2026

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2028
Building Board of Appeals – Alternate - term expires June 30, 2027
Downtown Historic District Commission – term expires June 30, 2027
Planning Commission – 2 terms expire June 30, 2027
Planning Commission – term expires June 30, 2029
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 November 16, 2026. Citizens may view and listen to the meeting using the following link and phone numbers.

OWOSSO CITY COUNCIL
Monday, November 16, 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/82002289818?pwd=f6N3kMMJaALAxbaVh18tm3zNXLhyAm.1
  Meeting ID: 820 0228 9818
  Passcode: 219878

One tap mobile

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+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)

- **For video instructions visit:**
  - Signing up and Downloading Zoom https://youtu.be/qsy2Ph6kSf8
  - Joining a Zoom Meeting https://youtu.be/hIkCmbvAHQQ
  - 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

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CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF NOVEMBER 2, 2026
6:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS

PRESIDING OFFICER:	MAYOR ROBERT J. TEICH, JR.
OPENING PRAYER:	BUD GRAZIER OWOSSO FREE METHODIST CHURCH
PLEDGE OF ALLEGIANCE:	SHELLY OCHODNICKY
PRESENT:	Mayor Robert J. Teich, Jr., Mayor Pro-Tem Jerome C. Haber, Councilmembers Janae L. Fear (arrived at 7:45 pm), Carl C. Ludington, Emily S. Olson, Rachel M. Osmer, and Christopher D. Owens.
ABSENT:	None.

APPROVE AGENDA

Motion by Councilmember Osmer to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF OCTOBER 19, 2026

Motion by Councilmember Owens to approve the Minutes of the Regular Meeting of October 19, 2026 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

Shelly Ochodnicky, 494 N. Hintz Road, spoke of too much government overreach.

Joe Doverik, 1414 Frederick, has concerns regarding single trash haulers and small companies losing business.

Dawn Marie Mersino, 702 N Dewey, spoke about a water bill complaint and against single hauler.

Bud Grazier spoke about water bills, single haulers and the effect of 4-5 garbage trucks on the road at the same time.

Ashley Shortz, 1607 Young, spoke about garbage based on the city manager report.

Susan Kofta, 1517 Hiawatha spoke about garbage and the Pride Fest.

Galen Ponder, 602 N Ball, spoke about garbage trucks, water bills and drag queens.

Bill Byrne, 815 W Oliver, spoke on behalf of the HDC in regard to the vacant building ordinance and the HDC version vs the DDA version.

Tom Manke, 2910 W. M-21, spoke about garbage and the Cook Foundation and a council member.

COUNCIL COMMENTS

Motion by Councilmember Olson to direct staff to form a resolution for the next council meeting to discuss and possibly eliminate water shut offs.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmember Owens, Mayor Pro Tem Haber, Councilmembers Osmer, Olson, Ludington and Mayor Teich.

NAYS: None

CONSENT AGENDA

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

Emergency WWTP Secondary Influent Pump #4 Repair. Approval of the proposal from Professional Pump of Belleville, Michigan to perform repair of the Secondary Influent Pump #4 in the amount of $22,460.00.

RESOLUTION NO. 159-2026

AUTHORIZING SERVICES AGREEMENT BETWEEN THE CITY OF OWOSSO AND PROFESSIONAL PUMP OF BELLEVILLE, MICHIGAN FOR EMERGENCY REPAIR OF SECONDARY INFLUENT PUMP #4

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to handle a constant supply of wastewater from its City and regional customers in accordance with state and federal regulatory requirements, and

WHEREAS, the ability to pump and treat wastewater on demand from customers is compromised when pumps become worn out or inoperable, and

WHEREAS, the City's Director of Public Services and Utilities has reviewed the necessity for the purchase of services for the repair of pump components of Secondary Influent Pump #4 and recommends authorizing Professional Pump to provide these services in the amount of $22,460.00.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to authorize a services agreement with Professional Pump of Belleville, Michigan for emergency repairs of Secondary Influent Pump #4, and to waive the competitive solicitation process as normally required by the City Purchasing Policy.

SECOND: The Mayor and/or City Clerk are instructed and authorized to sign the purchase services agreement as prepared by the City Clerk.

THIRD: The accounts payable department is authorized to submit payment to Professional Pump in the amount of $22,460.00.

FOURTH: The above expenses shall be paid from account no. 599-901-977.000.

Master Plan Implementation Goals: 3.4, 3.7

Professional Utility Engineering Services – Water and Wastewater Services Agreements. Approval of three agreements for professional engineering services with Orchard, Hiltz & McClement (OHM) Advisors (Saginaw, MI), Jones & Henry Engineers, Ltd. (Kalamazoo, MI) and Fishbeck (Lansing, MI).

RESOLUTION NO. 160-2026

AUTHORIZING THE EXECUTION OF AGREEMENTS FOR PROFESSIONAL ENGINEERING SERVICES WITH OHM ADVISORS, JONES & HENRY, AND FISHBECK

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

WHEREAS, a quality-based selection process was developed to select qualified engineering firms; and

WHEREAS, OHM Advisors, Jones & Henry, and Fishbeck have been determined as most qualified to perform engineering services for water and wastewater utilities 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 OHM Advisors, Jones & Henry, and Fishbeck to provide professional engineering services for future water and wastewater utility projects; and

SECOND: The Mayor and City Clerk of the City of Owosso is hereby instructed and authorized to sign the document attached as; Exhibit C-OHM-6, Agreement for Professional Engineering Services with OHM Advisors.; and

THIRD: The Mayor and City Clerk of the City of Owosso is hereby instructed and authorized to sign the document attached as; Exhibit C-J&H-6, Agreement for Professional Engineering Services with Jones & Henry Engineers, Ltd.; and

FOURTH: The Mayor and City Clerk of the City of Owosso is hereby instructed and authorized to sign the document attached as; Exhibit C-FB-5, Agreement for Professional Engineering Services with Fishbeck.; and

FIFTH: The Director of Public Services & Utilities of the City of Owosso is hereby instructed to receive cost proposals from these three firms for future projects and make

recommendation to the City Council for acceptance and award in accordance with the City of Owosso Purchasing Policy.

Library Boiler Repair. Approval of purchased material and labor services from Goyette Mechanical Co., Inc. of Flint, MI for the repair of Weil McLain Steam Boiler at the Shiawassee District Library in the amount of $28,400.00

RESOLUTION NO. 161-2026

AUTHORIZING AGREEMENT FOR MATERIAL AND LABOR SERVICES BETWEEN THE CITY OF OWOSSO AND GOYETTE MECHANICAL CO., INC. OF FLINT, MICHIGAN FOR REPAIR OF BOILER AT THE LIBRARY

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to maintain its infrastructure, including the Shiawassee District Library, and

WHEREAS, the ability to heat the building is compromised as result of a leaking steam boiler, and immediate action to make needed repairs are necessary to ensure heat supply at the library, and

WHEREAS, the City's Director of Public Services and Utilities has reviewed the proposal provided by Goyette Mechanical Co., Inc., and has verified the necessity of the materials and labor as indicated in the proposal to restore the Library's steam boiler to full operating condition, and recommends authorizing Goyette Mechanical to provide these repair services in the amount of $16,530.00 plus an additional contingency amount of $11,870.00 for a total amount of $28,400.00.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Goyette Mechanical Co., Inc., of Flint, Michigan for repair services of the steam boiler located at the Shiawassee District Library, and to waive the competitive solicitation process as normally required by the City's purchasing policy.

SECOND: The Mayor and/or City Clerk are instructed and authorized to sign the purchase services agreement as prepared by the City Clerk and/or Goyette Mechanical.

THIRD: The accounts payable department is authorized to submit payment to Goyette Mechanical Co., Inc. in the amount not to exceed $28,400.00.

FOURTH: The above expenses shall be paid from account No. 101-265-930.000-LIBRARY000. Additionally, is subject to the conditions of the Library's lease contract.

Master Plan Implementation Goals: 3.4

Motion supported by Councilmember Olson.

Roll Call Vote.

AYES: Councilmembers Ludington, Owners, Mayor Pro Tem Habor, Councilmembers Olson, Osmer and Mayor Teich.

NAYS: None.

ITEMS OF BUSINESS

Glow Owosso Fireworks Permit Request

Motion by Councilmember Osmer to approve the request of Owosso Main Street/DDA for permission to hold a public fireworks display operated by Wolverine Fireworks Display, Inc. during the City's annual Glow Owosso event.

RESOLUTION NO. 162-2026

RESOLUTION AUTHORIZING A PUBLIC FIREWORKS DISPLAY PERMIT FOR WOLVERINE FIREWORKS DISPLAY, INC

WHEREAS, Owosso Main Street & Downtown Development Authority holds the annual Glow Owosso celebration; and

WHEREAS, as the legislative body of the City of Owosso, the City Council is required by Public Act 256 of 2011 to approve any public fireworks displays within its jurisdiction; and

WHEREAS, an application has been made by the OMS & DDA and operator Wolverine Fireworks Display, Inc. requesting a permit for a public fireworks display to be held during the November 27, 2026 Glow Owosso event; and said application has been reviewed by staff; and

WHEREAS, this is within budget from 248-705-818.750.

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

FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to approve a public display fireworks permit for the annual Glow Owosso event, with Wolverine Fireworks Display, Inc. serving as operator.

SECOND: the Accounts Payable department is authorized to pay the operator in the amount of $3,000.00 upon the successful conduct of the display.

THIRD: the above expense shall be paid from Account No. 248-705-818.750.

Motion supported by Councilmember Olsen.

Roll Call Vote.

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

NAYS: None.

Master Plan Implementation Goals: 4.2, 4.6, 4.16, 5.9, 5.12

Citizens Loft Development Agreement

Motion by Councilmember Olson to approve the Development Agreement between the City of Owosso and Woodworth Investments, LLC for the Citizens Loft project located on the third floor of the building at 123 N. Washington Street.

RESOLUTION NO. 163-2026

APPROVAL OF DEVELOPMENT AGREEMENT
City of Owosso and Woodworth Investments, LLC
Citizens Loft Project
123 N. Washington Street

Community Development Block Grant (CDBG)
Unoccupied Rental Rehabilitation (URR)

WHEREAS, the City of Owosso, Shiawassee County, Michigan, was awarded a Community Development Block Grant (CDBG) Unoccupied Rental Rehabilitation Project through the Michigan State Housing Development Authority (MSHDA) on behalf of Woodworth Investments, LLC (Developer), together with James Woodworth for the 3rd floor residential redevelopment project at 123 N Washington Street on January 13, 2026; and

WHEREAS, the City of Owosso wishes to enter into a development agreement to ensure that the developer sees the project through to completion and grant closeout; and

WHEREAS, the project includes the addition of five (5) rehabbed downtown residential units; and

WHEREAS, at three (3) of the residential units must be occupied by low- to moderate- income households as required by the grant program; and

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

FIRST: the CDBG Development Agreement Between the City of Owosso, Woodworth Investments, LLC, together with James Woodworth is hereby approved as required by the Community Development Grant Agreement for Grant # NDD-2024-37-CDB-03.

SECOND: the Mayor and City Clerk are instructed and authorized to sign the document substantially in the form attached, Development Agreement Between the City of Owosso and Woodworth Investments, LLC together with James Woodworth.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Mayor Pro Tem Haber, Councilmembers Owens, Ludington, Olsen, Osmer and Mayor Teich.

NAYS: None.

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

Proposed Water & Sewer Connections Charges for 2026

Motion by Councilmember Olson to adopt the revised water and sewer connection charges and miscellaneous charges beginning November 2, 2026.

RESOLUTION NO. 164-2026

ESTABLISHMENT OF WATER AND SEWER CONNECTION CHARGE POLICIES EFFECTIVE NOVEMBER 2, 2026

WHEREAS, the City of Owosso owns and operates water and wastewater utilities;

Whereas, the City of Owosso must have policies and water and sewer connection charges in addition to the basic rates pursuant to the *Code of Ordinances of the City of Owosso, Michigan* Sec. 34-67 (Water service connections, connection charges), and Sec. 34-144 (sewer connection charges);

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

FIRST: The city council hereby adopts the following connection charges for the water utility which shall become effective November 2, 2026.

SECOND: That any policies previously adopted which conflict with the provisions of the following policies and services are hereby repealed.

WATER AND SEWER CONNECTION CHARGES

Water and sewer connection charges for new or increased size services are a combination of the applicable charges appearing below (some additional charges may apply). The Director of Public Services & Utilities shall verify the applicable size and charges before approving an application for service. The applicant shall provide adequate information concerning water and sewer service requirements for the determination of service size.

I. Water Service Line Charges

Contractor for owner provides all detour/road closer, excavation, disposal of spoils, approved appropriate backfill, and surface restoration (including but not limited to street, curb/gutter, sidewalk, and yard repairs per City standards). City performs tap and installs water service from main to curb-stop/valve, provides (NOT install) meter setter (for interior installation by licensed plumber), installs meter into meter setter, and programs meter (additional fees required may include but not limited to: water system charge, sewer connection charge, permit fee, administration fee, meter pit, winter construction surcharge, water main assessment charge, and deposit). Prices are the same for connection to existing water service stub (at property line), such water service stubs are typically installed during new street and/or water main construction. (SFR = single family residence) (DI = Ductile Iron Water Main) (PVC = C909 Water Main).

1” SFR Service	$3,961 (1” tap, 1” saddle, 1” copper to curb stop, curb stop, curb box, 5/8” meter, MTU, and kornerhorn – includes labor, equipment, and materials) Add $66.00 for ¾” meter – minimum for 1” irrigation tap Add $1,135.00 for 1” meter
1.5” Service	$5,096 (1.5” tap, 1.5” saddle, 1.5” copper to curb stop, curb stop, curb box, 1” meter, MTU, and inline couplers – includes labor, equipment, and materials) Add $2,605.00 for 1.5” meter
2” Service	$7,701 (2” tap, 2” saddle, 2” copper to curb stop, curb stop, curb box, 1.5” meter, MTU, and NPT flanges – includes labor, equipment, and materials) Add $332.00 for 2” meter
Other services:	
	Out of city services require additional charges of: Water System Charge, Water Main Assessment Charge, and deposit.

Any service larger than 2" or a non-single family residence, will require an ad hoc work order.

Additional charges if applicable:

Meter pit (for 5/8" to 2" services)	$1,250.00 for parts and labor (meter pits are required if home does not have full basement i.e. crawlspace or cement pad). In addition to this charge: Add $2,500.00 for 1.5" meter Add $3,500.00 for 2" meter
Winter construction surcharge	$1,000 (applicable generally between November 15 to April 15 to cover additional costs related to frost excavation and extended street patch maintenance prior to final patch)

II. Sewer Service Line Charge

Contractor for owner provides all detour/road closer, excavation, disposal of spoils, approved appropriate backfill, and surface restoration (including but not limited to: street, curb/gutter, sidewalk, and yard repairs per City standards). Additional fees required may include but not limited to: water system charge, sewer connection charge, permit fee, administration fee, meter pit, winter construction surcharge, water main assessment charge, and deposit.

4" or 6" service	$1,443 (parts and labor covers sewer wye or saddle tap by city, as well as stubs which are typically done prior to street construction) *Any service larger than 6" will require an ad hoc work order, and need to be contracted out (at an additional charge).*

III. Water & Sewer System Charges

System Charges as provided in the table below account for water or sewer system reserve capacity provided for new customers but financed at system expense.

Out of Town Water System Charges apply to retail customers outside the Owosso City Limits unless otherwise provided in an agreement between the City and the respective municipality. City Sewer System Charges do not apply to out-of-town water services. The respective Township regulates sewer service connections in their jurisdiction and their sewer charges thus apply.

Sewer System Charges do not apply to separate water only metered services such as irrigation, fire sprinkler service, or approved industrial applications where the water used does not go to a wastewater system.

A residential duplex served by a single service line and meter shall have a minimum meter size of ¾", with minimum tap/service line of 1". Two City installed meters/accounts onto a single water tap, is NOT allowed. Determination of appropriate meter size for all services is subject to review and approval by the Director of Utilities prior to acceptance of the application for service. That review shall be based on the user's demand potential and generally accepted practices for sizing water meters based on expected average and peak flow rates. Generally, the meter size shall be reduced no more than one standard size from the size of the water line (e.g. a 1.5" meter is acceptable with a 2" service line).

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 per the following table (review and final determination by the Director of Public Services & Utilities):

Number of Apartments	Minimum Meter Size
2 - 3	3/4"
4 - 7	3/4"
8 – 11	1"
12 - 15	1.5"
16 - 24	2"
24 - 48	3”
Over 48	4”

When an existing water service is enlarged or replaced with a larger water service due to an expansion of the customer’s water demand, the Water and Sewer System charges shall be charged based on that for the new meter size minus that for the existing water meter size. There is no credit or rebate on reduction of meter size. In the event a new connection is made to up-size the service line (for example 6” to 8”) and the meter size remains the same, no additional system charges will be assessed.

WATER AND SEWER SYSTEM CHARGE TABLE I

Potable Water Service Meter Size	Water System Charge In Town	Water System Charge Out of Town	Sewer System Charge In Town
5/8”	$659	$988.50	$4,991
3/4"	$988	$1,482	$7,486
1"	$1,647	$2,470.50	$12,477
1.5"	$3,294	$4,941	$24,955
2"	$5,270	$7,905	$39,928
3"	$9,881	$14,821.50	$74,865
4"	$16,469	$24,703.50	$124,775
6"	$32,937	$49,405.50	$249,550
8”	$52,700	$79,050	$399,280
10”	$75,756	$113,634	$573,965
12”	$141,631	$212,446.50	$1,073,064

FIRE SERVICE LINE CHARGES TABLE II

4"	$1,647	$2,470.50
6"	$3,294	$4,941
6" with pump	$6,588	$9,882
8"	$6,588	$9,882
8" with pump	$9,881	$14,821.50
10"	$9,881	$14,821.50
10" with pump	$13,176	$19,764
12"	$13,176	$19,764
12" with pump	$16,469	$24,703.50

IV. Water Main Assessment Charge (Out of City)

For properties outside the City, that were not assessed or did not pay in a comparable way for the installation of the water main abutting their property, a Water Main Assessment Charge (WMAC) shall be paid prior to connection. This assessment is currently applicable to the Charter Townships of Owosso and

Caledonia. Caledonia Charter Township opted out of the WMAC effective October 6, 2011, and then reinstated the charges beginning January 1, 2019.

Owosso Township cost per front linear foot of property		Minimum	Maximum
Water (residential)	$15	$900	$3,000
Water (commercial or industrial)	$20	$2,000	

Caledonia Township cost per front foot of property			
Water (airport)	$35* only building frontage	None	None
Water (all others)	$35	None	None

For corner lots the assessment applies only to the frontage abutting the water main to be used for the service connection.

Water Main Assessment Charge revenue shall be dedicated and restricted to a replacement fund to be used for water main replacements in the respective Township.

V. Meter Service Line Charge

These charges apply in cases where only the cost of meter installation is required for a new water meter and account. The charge includes costs of: water meter, meter transmission unit (MTU), couplings/horn, service vehicle, one-hour meter installation and inspection for 5/8", 3/4", and 1" meters only (additional fees required may include: water system charge, sewer connection charge, permit fee, administration fee, meter-pit, water main assessment charge, and deposit). A licensed plumber may be required to make interior piping changes.

5/8" meter	$2,000	1.0" meter	$3,500
3/4" meter	$2,500		

Meters larger than 1" will be charged at actual cost and be installed by a licensed contractor.

Motion supported by Councilmember Osmer.

Roll Call Vote.

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

NAYS: None.

Master Plan Implementation Goals: 3.4

Analysis of Vacant Building Ordinance Proposals

Discussion held on the HDC and DDA resolutions.

Motion by Councilmember Osmer to table the vacant building ordinance draft until the November 16, 2026 meeting at which time the council will further review what was presented tonight.

Motion supported by Councilmember Olson.

Roll Call Vote.

AYES: Councilmembers Fear, Owens, Ludington, Mayor Pro Tem Habor, Councilmembers Osmer, Olsen and Mayor Teich.

NAYS: None.

CITIZEN COMMENTS

Ed Sharoian, 409 Michigan, thanked the city manager for closing the street to any further truck traffic.

Ashley Shortz, 1607 Young, spoke about the Master Plan goals.

Dawn Marie Mersino, 702 N Dewey, spoke about her water bill.

Tom Manke, 2910 W. M-21, spoke about vacant buildings.

Jane Ferraro, 302 W Oliver, spoke about water and sewer connection fees.

Don Frolka, 1026 N Water, had questions about the Owosso Township agreement for water and sewer.

COUNCIL COMMENTS

Councilmember Osmer addressed the concerns in regard to her employment and her seat on the council.

Councilmember Olson stated she is having a Repair Day on November 14th from 10 to 4 at her store at 204 W. Main St.

CITY MANAGER REPORT

City Manager Henne discussed his October 2026 report.

COMMUNICATIONS

Tanya S. Buckelew, Community Development Director. Annual Liquor Licenses Inspection Report
Owosso Historical Commission. Minutes of October 20, 2026.

NEXT MEETING

Monday, November 16, 2026

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2028
Building Board of Appeals – Alternate - term expires June 30, 2027
Downtown Historic District Commission – term expires June 30, 2027
Planning Commission – 2 terms expire June 30, 2027
Planning Commission – term expires June 30, 2029
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 8:53 p.m.

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

_____
Robert J. Teich, Jr., Mayor

_____
Tanya S. Buckelew, Recording Clerk

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

MEMORANDUM

DATE: November 3, 2026

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order #1571

First United Methodist Church is making the city aware of their plan for a Living Nativity display that may affect traffic in the area of their church. They are not requesting closures.

LOCATION:

Traffic will move north on Washington Street and enter the church parking lot at the southeast corner, continuing around the lot and exiting onto Water Street, southbound. Causing possible congestion on North Street and Washington Street.

DATE:

December 12th, 2026

TIME:

4:00 pm – 10:00 pm

The Public Safety Department has issued Traffic Control Order# 1571 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
1571	11/3/2026	11:30 AM

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

The church is requesting use of North Street and Washington Street as the route into the parking lot for their drive through Living Nativity. They are not requesting traffic control, but making the city aware that there may be traffic congestion in the area.

LOCATION OF CONTROL

Northbound Washington Street to enter the church parking lot then exiting onto Water Street. May cause backups on Washington and North Streets.

EVENT:

Drive through Living Nativity
December 12, 2026
4:00 pm – 10:00 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: Drive thru "Living Nativity"

Applicant Name: First United Methodist Church (Individual or Group Name) Date: 11/2/2026

Primary Contact: Sharon Marsh Title: Chair

Address: 221 Oshtemo St., Owosso

Phone: 989-413-4860 Email: kesdmarsh@yahoo.com

Requested Date(s): 12/12/2026 Requested Hours: 4-10 pm (Including set-up and clean-up)

Area Requested (Parking Lot - Parade Route): Travel to/from site per map attached. Street(s) use of N. Washington and North Streets to church parking lot and drive thru of Nativity scenes.

Detailed description of the use for which the request is made: _____

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

or

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

RECEIVED NOV 2 2026 By

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: Sharon Marsh Date: 11/2/2026

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) PD ck 4884 ☐ 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: _____

$ _____ 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

N. Water St.
Wesley Drive
North Street
N. Washington St
Wesley Dr
Parking
Parking

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

MEMORANDUM

DATE: November 4, 2026

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order #1572

The Argus-Press will be hosting a holiday village in their parking lot and would like to extend the event to the road to potentially have a few more vendors, as well as help with safety when crossing the street.

LOCATION:

Requesting closure of Exchange street from Park Street through the end of REMAX/Argus parking lot entrance.

DATE:

November 28th, 2026

TIME:

1:00 pm – 5:00 pm

The Public Safety Department has issued Traffic Control Order# 1572 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
1572	11/4/2026	11:30 AM

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Requesting closure of Exchange Street to accommodate a Holiday Village in the parking lot of the Argus-Press. Hoping to extend the event to the road to potentially have more vendors as well as help with safety when crossing the street.

LOCATION OF CONTROL

Requesting closure of Exchange Street from Park Street through the end of the Remax/Argus parking lot entrance.

EVENT:

Holiday Village at The Argus-Press
November 28, 2026
1:00 pm – 5:00 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: Holiday Village at The Argus-Press

Applicant Name: Samantha Yeager (Individual or Group Name) Date: 11/02/2026

Primary Contact: Samantha Yeager Title: Publisher

Address: 201 E. Exchange St.

Phone: 810.444.1721 Email: samantha.yeager@argus-press.com

Requested Date(s): ~~11/02/2026~~ 11/28/26 Requested Hours: 1pm-5pm (Including set-up and clean-up)

Area Requested (Parking Lot - Parade Route): Exchange St. from Park St. through the end of Remax/Argus parking lot entrance.

Detailed description of the use for which the request is made: We will be hosting a holiday village in our parking lot, we would like to extend the event to the road to potentially have a few more vendors, as well as to help with safety when crossing the street.

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
- [ ] 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: Sara Yeager Date: 11/2/2026

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) Paid ck #1041 ☐ 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: _____

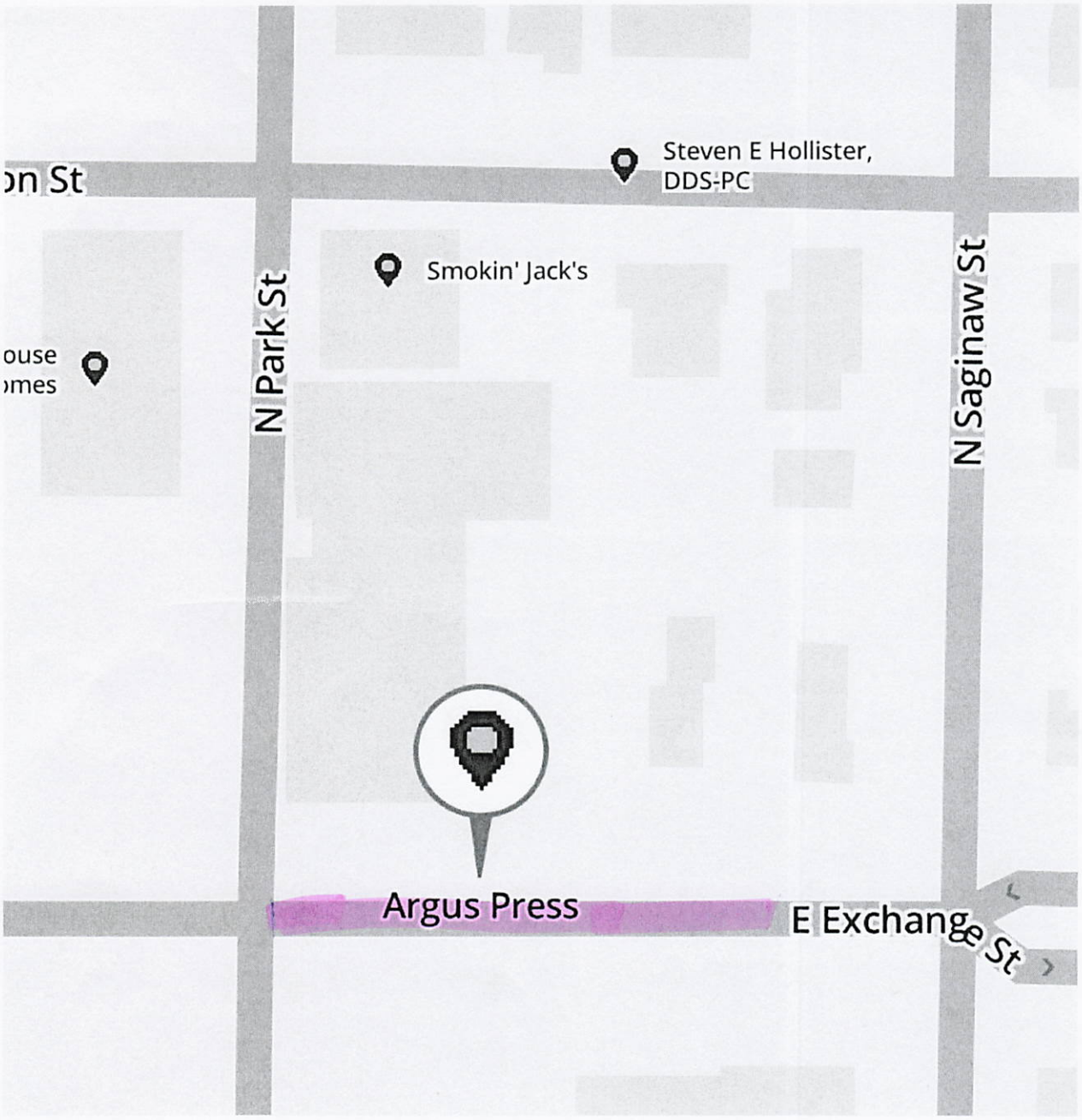
$ 45 Total Due at Time of Application. Please make check payable to: City of Owosso.

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


Steven E Hollister, DDS-PC
Smokin' Jack's
N Park St
N Saginaw St
Argus Press
E Exchange St

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/2/2026

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 have ADDITIONAL INSURED provisions or 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	CONTACT NAME: Cathy Appling
Higginbotham Insurance Inc. 204 Marina Dr. Tuscaloosa AL 35406	PHONE (A/C, No, Ext): 205-349-6558 FAX (A/C, No): E-MAIL ADDRESS: cappling@higginbotham.net

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Hartford Underwriters Insurance Company	30104
INSURER B : Hartford Fire Insurance Company	19682
INSURER C : Trumbull Insurance Company	27120
INSURER D : Hartford Casualty Insurance Company	29424
INSURER E : Capitol Specialty Insurance Corporation	10328
INSURER F : At-Bay Specialty Insurance Company	19607

INSURED
Boone Newsmedia, Inc.
PO Box 2370
Tuscaloosa AL 35403

COVERAGES **CERTIFICATE NUMBER: 298633338** **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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [X] LOC [ ] OTHER:	Y		21 UEN AX8DKV	7/1/2026	7/1/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Maximum Annual	$ 1,000,000 $ 300,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ $6.000.000
C	AUTOMOBILE LIABILITY X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY X Hired X Non-Owned			21 UEN BM9M75	7/1/2026	7/1/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ 1,000,000 $ $ $ $
D	X UMBRELLA LIAB X OCCUR EXCESS LIAB [ ] CLAIMS-MADE [ ] DED X RETENTION $ 10,000			21 XHU AX8HZY	7/1/2026	7/1/2027	EACH OCCURRENCE AGGREGATE 	$ 15,000,000 $ 15,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		21 WE AX8DL4	7/1/2026	7/1/2027	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
E F	Professional Liability Cyber Liability			ME2024115002 AB-6604961-07	7/1/2026 7/1/2026	7/1/2027 7/1/2027	Each Wrongful Acr Each Cyber Event	10,000,000 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Owosso is shown as an additional insured(s) solely with respect to General Liability coverage as evidenced herein on a primary / non-contributory basis as required by written agreement between certificate holder and the named insured. Subject to policy terms, conditions, and exclusions. Special Events are Excluded from all above coverages.

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

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The Argus-Press Holiday Village

Event Rules, Guidelines and Participation Information

Event Date: Saturday, Nov. 28, 2026 **Event Time:** 2–4 p.m.
Location: The Argus-Press, Downtown Owosso

Admission and Activities

- Admission is free and open to the public.
- All ages are welcome. Activities are primarily geared toward children and families.
- Planned activities include pictures with Santa, writing and mailing letters to Santa, a hot cocoa station and various holiday crafts.
- All activities provided by The Argus-Press and participating businesses will be free of charge.

Vendor Participation

- There is no fee for businesses or organizations to participate.
- Businesses and organizations must register in advance to reserve a space.
- Participating businesses are encouraged to provide a family-friendly holiday activity, craft or giveaway.
- Space assignments will be coordinated by The Argus-Press.

Vendor Requirements

- Vendors are responsible for providing their own tables, chairs, tents and supplies needed for their stations.
- Vendors must keep their assigned areas clean and provide a trash receptacle when appropriate.
- All activities and displays must be family-friendly and appropriate for children.
- Vendors are responsible for setting up and removing their stations, including disposing of any trash.
- Vehicles must be removed from the designated event area before the event begins.

General Event Rules and Safety

- Children must be accompanied and supervised by a parent or responsible adult.
- The event area will be closed to vehicle traffic during the approved road closure period.
- Emergency access must remain clear at all times.
- All participants must respect neighboring businesses, public property and designated event boundaries.
- The Argus-Press will coordinate event setup, cleanup and communication with participating businesses.

Event Purpose: The Argus-Press Holiday Village is a free, family-focused community event designed to provide children with holiday activities while bringing families and local businesses together in downtown Owosso.

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

MEMORANDUM

DATE: November 10, 2026

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order #1573

Andy Conley with the St. John's United Church of Christ is requesting a road closure for their food pantry distribution event for the safety of pedestrians.

LOCATION:

Closure of Washington Street between Oliver Street and Williams Street.

DATE:

December 15, 2026

TIME:

9:00 am – 3:30 pm

The Public Safety Department has issued Traffic Control Order #1573 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
1573	11/10/2026	11:00 AM

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Requesting road closure for their annual food and gift distribution event.

LOCATION OF CONTROL

Closure of Washington Street between Oliver Street and Williams Street.

EVENT:

St John's Food Pantry
December 15, 2026
9:00 am – 3:30 pm

APPROVED BY COUNCIL

_____, 20 _____

REMARKS

1573

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: St John's UCC Food Pantry and gift giveaway

Applicant Name: Andy Conley (Individual or Group Name) Date: 11/10/26

Primary Contact: Andy Conley Title: Pantry Director

Address: 429 N Washington st

Phone: (810)288-9713 Email: pantry@stjohnsuccowosso.org

Requested Date(s): December 15, 2026 Requested Hours: 9AM - 330PM (Including set-up and clean-up)

Area Requested (Parking Lot - Parade Route): Washington st between Williams st and Oliver st. Not a complete closure, Vehicles will be overflowing into the street from church's parking lot

Detailed description of the use for which the request is made: cars will be parked in the parking lot and street parking (first in-first out) We need the closure for pedestrian 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
- [ ] Proof of Insurance

or

- [X] 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: Andy C Date: 11/10/26

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

$ _____ 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

Google Maps

Pantry recipients will enter from Williams St, drive north on N Washington ST to the parking lot at St John's UCC. Overflow will be parked in the



Dec 15 2026

St John's United Church of Christ Food Pantry plan for distribution for ~~December 16, 2025~~

Recipients in vehicles will be lined up and parked in the church's parking lot in order of first come first served for food distribution and then the recipients will enter the front door of the church to pick out gifts for their household members. Vehicle overflow will be parked in the street and processed in the same manner. Volunteers wearing PPE will be traffic control. We are not expecting full street closure. Thank you, Andy Conley Food Pantry Director.

Andy C 11/10/26

MEMORANDUM

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

DATE: November 16, 2026

TO: Mayor Teich and the Owosso City Council

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

SUBJECT: WTP Filters Improvements Project Change Order #3

RECOMMENDATION:

Approval of increased payment to Sorensen Gross Company (Flint, MI) for the WTP Filters Improvements project in the amount of $342,714.00, and the addition of 166 days to the contract time.

BACKGROUND:

The Water Treatment Plant has a total of four gravity filters, each 18.5-feet long and 15-feet wide. Each filter is equipped with Leopold clay tile underdrains, 7-inches of support gravel, 12-inches of sand, and 13-inches of anthracite. Each filter is also equipped with two fiberglass backwash troughs, surface wash piping and rotating surface wash arms. The filters are not equipped with filter to waste capabilities.

The filter underdrains, support gravel, and media are in need of replacement. As part of the filter improvements the facility will transition from surface wash to air scour.

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

City Council previously approved the start to this project at its regular scheduled meeting held on October 2, 2023.

On February 20, 2024, the City received bids for the WTP Filters Improvements Project.

On March 4, 2024, City Council approved the low responsive bid from Sorensen Gross Company. (Flint, MI) for the WTP Filter Improvements in the amount of $1,858,000.00.

On April 7, 2025, City Council approved Change Order #1, when an unforeseen issue arose with all sixteen (16) valves not working (four valves per filter). A proposal from Sorensen Gross Company of $19,089.00 and adding zero (0) days to the contract time, which includes:

- Time and materials not to exceed to remove four existing valves and actuators on Filter 4

and install blind flanges, so work can continue.

On April 20, 2026, City Council approved Change Order #2, due to project delays, the contractor Sorensen Gross Company, requested the addition of two hundred and thirty-nine (239) days to the contract time, and an additional $2,600.00 to cover a new Builders' Risk Policy from their insurance company, as the original one is limited to be in place for only two (2) years.

Most recently the request for the addition of a phosphate storage and feed system at the WTP will help prevent mineral buildup and premature clogging of filter ports, reducing the need for frequent cleaning and maintenance. Without proper chemical treatment, mineral deposits can restrict filter flow, require additional backwashing, increase operational costs, and contribute to premature deterioration of the filter media. This investment will improve filtration efficiency, reduce ongoing maintenance requirements, and extend the service life of existing equipment and filter media, ultimately protecting the City's infrastructure and reducing long term operating costs.

This change order is contingent upon EGLE approval, which has been requested but we are still waiting on a response.

FISCAL IMPACTS:

The project is funded by the DWSRF, with the additional costs of $342,714.00.
Final expenses in the amount of $2,222,403.00 shall be paid from Water Fund and 2024 SRF Bond funds. This change order is contingent upon EGLE approval.

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

ATTACHMENTS:
(1) Resolution
(2) Change Order

MASTER PLAN GOALS: 3.4, 3.7

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER NO. 3
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
SORENSEN GROSS COMPANY OF FLINT, MICHIGAN FOR
CONSTRUCTION AND INSTALLATION OF FILTERS FOR USE
AT THE WATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Sorensen Gross Company, on March 4, 2024 for the construction and installation of the water filters equipment, known as the Water Treatment Plant (WTP) Filters Improvement Project, are approved 2024 SRF planned project; and

WHEREAS, the project is now underway and a change order is necessary to reconcile contract work and supplies to be used.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the Water Treatment Plant (WTP) Filters Improvement Project contract with Sorensen Gross Company to increase the contract amount to update contract work and supplies to be used.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 3 in the amount of $342,714.00; an increase to the Contract for Services between the City of Owosso and Sorensen Gross Company revising the total current contract amount from $1,879,689.00 to $2,222,403.00. Additionally, the addition of 166 days to the contract time

THIRD: The Accounts Payable department is authorized to pay Sorensen Gross Company for work satisfactorily completed up to the revised contract amount of $2,222,403.00.

FOURTH: The above additional expenses of $342,714.00, are contingent upon EGLE’s approval.

FIFTH: The above expenses shall be paid from the Water Fund, and SRF Bond Funds

CHANGE ORDER
PAGE 1 OF 2

CONTRACT FOR:	Owosso Filter Improvements
OWNER:	City of Owosso 301 West Main Street Owosso, MI 48867
CONTRACTOR:	Sorenson Gross Company LLC 111 East Court Street, 1A Flint, MI 48502
ENGINEER:	Fishbeck 1515 Arboretum Drive, SE Grand Rapids, MI 49546
ATTACHMENTS:	Sorenson Gross Construction Proposal Dated 10/26/2026

Contractor shall indicate approval of Change Order through signing of this document and returning to Engineer. Engineer will forward to Owner, who shall indicate approval of Change Order through signing of this document and returning to Engineer. Upon receipt of fully executed (all signatures) Change Order, Engineer will distribute to all parties.

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS:

ITEM NO. 1:
Incorporate Items as identified in SGC's Proposal dated 10/26/2026.

ADD: $342,714 and 166 Days

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:	
Original Contract Price:	Original Contract time:	
	Substantial Completion:	4/06/2026
$1,858,000	Ready for final payment:	5/04/2026
Previous Change Order No.: 1, 2	Net change from previous Change Orders:	
$21,689	239 Days	increase ~~(decrease)~~
Contract Price prior to this Change Order:	Contract Time prior to this Change Order:	
	Substantial Completion:	4/06/2026
$1,879,689	Ready for final payment:	5/04/2026
Net increase of this Change Order:	Net increase ~~(decrease)~~ of this Change Order:	
$342,714	166 Days	
Contract Price with all approved Change Orders:	Contract Time with all approved Change Orders:	
	Substantial Completion:	5/16/2027
$2,222,043	Ready for final payment:	6/15/2027

RECOMMENDED	APPROVED	APPROVED
By: Brian Van Zee	By: Bruce Hemingway	By:
Engineer	Contractor	Owner
Brian Van Zee, Sr. Water & Wastewater Engineer	Bruce Hemingway, Project Manager	Ryan E. Suchanek, Director of Public Services & Utilities
Name and Title of Signatory	Name and Title of Signatory	Name and Title of Signatory
Date: October 28, 2026	Date: October 28,2026	Date:

END OF CHANGE ORDER

SORENSENGROSS
EST. 1925

October 26, 2026

Fishbeck
Brian Van Zee
5913 Executive Drive, Suite 100
Lansing, MI 48911

City of Owosso - Filter Improvement
SGC Job# 88403-001
Bulletin #1 Phosphate Storage and Feed System

Dear Brian,

We are pleased to quote the following work associated with Bulletin #1, dated October 26,2026, for costs to complete the Phosphate Storage & Feed System.

Total Amount of: $ 342,714.00
We are also requesting an extension of time of 166 days for final completion (June 15,2027)

Please see the attached back-up documentation for reference.

Please contact our office with any questions or if you need any additional information.

APPROVED BY: _____

DATE: _____

Sincerely,

Sorensen Gross Company
Bruce Hemingway

Bruce Hemingway
Project Manager

CC: SG File

SORENSEN GROSS CONSTRUCTION

JOB NAME:	**City of Owosso - Filter Improvement**		**DATE: 10/26/2026**
JOB NUMBER:	**88403-001**	**Supervision**	**$75.00 per hr**
DESCRIPTION:	**Bulletin #1Phosphate Storage and Feed System**	**Laborer**	**$54.52 per hr**
		Carpenter	**$72.32 per hr**

DESCRIPTION	QUANTITY	UNIT	UNIT COST	MATERIAL	UNIT COST	LABOR	TOTAL
Housekeeping pads and				$0		$0	$0
containment curbs	128		$72.32	$9,257		$0	$9,257
General clean up & misc. dem	40		$54.52	$2,181		$0	$2,181
Material		1		$2,500		$0	$2,500
Truck & tool allocation		1		$1,500		$0	$1,500
Extended General conditions	6		$3,500.00	$0		$0	$21,000
				$0		$0	$0
				$0		$0	$0
				$0		$0	$0
				$0		$0	$0
	SUBTOTAL			$15,438		$0	$36,438
	SALES TAX					6%	$926
	S/G FEE					15%	$5,605
	SUBTOTAL SORENSEN GROSS WORK					ADD	$42,969

SUBCONTRACT WORK

Subcontractor	
Superior Electric	$149,305
Platinum Mechanical	$114,613
Murry Painting	$5,493

	SUBTOTAL SUBCONTRACT WORK	ADD	$269,411
	SUBCONTRACT FEE	10.00%	$26,941
			$339,320
SUBTOTAL			
Add bonds and insurance		1%	$3,393
	Total Lump Sum Cost		$342,714

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

DATE: 10.14.26
TO: Downtown Development Authority
FROM: Nathan Henne, City Manager
SUBJECT: Resolution Urging City Council to Adopt a Vacant Building Inspection Program for Properties within the DDA District Boundary

PURPOSE

This memorandum accompanies a resolution adopted by the Owosso Downtown Development Authority urging the Owosso City Council to study, draft, and adopt a Vacant Building Inspection Program applicable to commercial properties within the DDA district boundary. It explains the DDA's concerns, the connection between this action and the DDA's statutory mission, and the key provisions the DDA recommends for inclusion in any such program.

BACKGROUND

Vacant commercial buildings can be one of the most persistent obstacles to downtown revitalization in Owosso. Buildings that sit empty and unsupervised deteriorate rapidly: water infiltrates through broken or unsecured windows, structural systems weaken, and the absence of active occupancy invites vandalism, theft of building materials, illegal dumping, and pest infestation. Each vacant storefront diminishes the pedestrian environment, suppresses foot traffic for neighboring businesses, and signals to prospective investors that the market is soft - a perception that compounds over time.

Vacant and deteriorating commercial properties also impose real costs on neighboring property owners and active businesses, who bear the consequences of declining foot traffic, depressed property values, and the general perception of disinvestment that vacancy clusters create. These are costs the DDA and City have limited tools to address under current conditions.

Currently the City lacks a dedicated mechanism for identifying vacant commercial properties within the DDA boundary, establishing reliable contact with their owners, or requiring minimum maintenance standards while a building sits empty. Existing code enforcement authority is largely reactive, addressing conditions only after they become acute. A registration and inspection program would give the City the information and legal framework to act before deterioration becomes irreversible.

RELATIONSHIP TO THE DDA'S MISSION

The DDA is established under Michigan Public Act 197 of 1975 for the purpose of halting property value deterioration and promoting economic growth within the downtown district; functions the legislature has expressly declared to be essential governmental functions and

essential public purposes. The DDA's development plan and tax increment financing authority are the primary tools available to it, but those tools work best in an environment where the physical condition of the district supports private investment. Vacant and blighted buildings undermine that environment directly. A vacant building inspection program is a municipal tool that addresses conditions the DDA's financing and planning authority alone cannot remedy. The DDA is exercising its proper advocacy role in urging its adoption.

SUMMARY OF RECOMMENDED PROGRAM PROVISIONS

The resolution identifies the following core elements the DDA recommends for inclusion in any program adopted by Council:

1. A clear statement of purpose declaring that the program exists to protect public health, safety, and welfare by preventing blight, protecting property values and the economic integrity of the downtown district, and facilitating the rehabilitation and reoccupation of vacant commercial structures.
2. Defined terms establishing when a commercial building is deemed "vacant," including observable indicators such as overgrown vegetation, accumulated mail or debris, disconnected utilities, boarded or broken windows, graffiti, abandoned vehicles, and notices of code violation, so that the City may treat a property as vacant based on visible conditions even absent a formal declaration by the owner.
3. A mandatory registration requirement obligating owners to register within one (1) year of vacancy, pay a registration fee set by Council resolution, pay a late fee for untimely registration, and consent to City inspection. Unpaid fees collectible as a special assessment against the property.
4. A provision requiring property owners of existing vacant commercial buildings within the DDA boundary to register with the City within sixty (60) days of program adoption.
5. A registration form requiring owner contact information, identification of a local emergency access agent, utility status, and a plan of action for returning the building to active, productive use.
6. An initial City inspection within thirty (30) days of registration for compliance with the International Property Maintenance Code, with authority to order required repairs and, where repair costs exceed the value of the property, to pursue condemnation.
7. Ongoing maintenance standards requiring compliance with the International Property Maintenance Code, security against unauthorized entry with broken windows repaired within fourteen (14) days, and a requirement that vacant street-level storefronts within the DDA boundary be covered with an approved decorative treatment maintaining a presentable downtown appearance rather than plain plywood or boarding.
8. Authority for the City to secure a property against unauthorized entry at the owner's expense, with all costs collectible as a special assessment, after the fourteen (14) day compliance period.
9. Provisions for fire- or storm-damaged buildings requiring owners to apply for a permit to commence construction or demolition within ninety (90) days, after which the building is deemed vacant and subject to all program requirements.

10. A re-occupancy requirement prohibiting re-occupancy until the City has inspected and certified compliance with all applicable codes and a certificate of occupancy has been issued.
11. Enforcement provisions making violations the responsibility of the owner of record, with civil infractions, fines, and other remedies available for non-compliance.

RECOMMENDED ACTION

Staff recommends that the DDA Board adopt the attached resolution and authorize the DDA Director to transmit a certified copy to the Mayor, the members of the City Council, and the City Manager, together with this memorandum. The resolution requests that Council provide a written response within sixty (60) days indicating whether it intends to pursue adoption and, if so, a proposed timeline. The DDA also requests the opportunity to consult with City staff and Council during the drafting process to ensure any program adopted is consistent with the DDA's downtown development plan and economic revitalization goals.

RESOLUTION NO. 03-2026

URGING THE OWOSSO CITY COUNCIL TO ADOPT A VACANT BUILDING INSPECTION PROGRAM FOR PROPERTIES WITHIN THE DDA DISTRICT BOUNDARY

WHEREAS, the City of Owosso Downtown Development Authority ("DDA") is established under Michigan Public Act 197 of 1975, the purposes of which include halting property value deterioration and promoting economic growth within the downtown district; functions the legislature has expressly declared to be essential governmental functions and essential public purposes; and

WHEREAS, vacant commercial buildings pose a significant and ongoing threat to the economic vitality and physical character of downtown Owosso, as neglected and unsupervised properties become attractive nuisances, deter private investment and consumer foot traffic, and give rise to deteriorating conditions including unsecured openings, broken windows, theft of materials, illegal dumping, and pest infestation; all of which devalue surrounding properties and undermine the DDA's development objectives; and

WHEREAS, the presence of vacant, deteriorating, or blighted commercial buildings within the DDA district diminishes the aesthetic quality of the downtown streetscape, discourages business recruitment and consumer activity, and undermines the City's efforts to promote downtown revitalization and community pride; and

WHEREAS, a vacant building inspection program would provide the City with an accurate and current inventory of vacant properties and the ability to contact owners for utility shutoff, fire safety, and police-related purposes, enabling proactive code enforcement and timely intervention before deterioration reaches the point of danger or irreversible blight; and

WHEREAS, registration fees and late fees, collectible as special assessments against non-compliant properties where necessary, can provide a self-funding mechanism so that such a program does not impose undue costs on the City's general fund or the DDA fund; and

WHEREAS, other Michigan municipalities have successfully adopted and implemented vacant building registration ordinances that demonstrate such programs are workable and effective; and

WHEREAS, the DDA believes that responsible property ownership is a cornerstone of a healthy and vibrant downtown, and that owners who allow vacant structures to fall into disrepair impose unacceptable costs upon their neighbors, area businesses, prospective investors, and the broader community; and

WHEREAS, it is the mission of the DDA to advocate for policies and tools that protect the public and private investment in the downtown district and advance the economic and physical revitalization goals of the community;

NOW, THEREFORE, BE IT RESOLVED by the Owosso Downtown Development Authority as follows:

SECTION 1. The Owosso Downtown Development Authority hereby formally urges the Owosso City Council to study, draft, and adopt a Vacant Building Inspection Program applicable to all commercial properties within the DDA district boundary, with the goal of proactively identifying and addressing vacant and deteriorating structures that threaten the economic health and physical character of the downtown.

SECTION 2. The DDA recommends that such program include, at minimum, the following provisions:

(a) A clear statement of purpose declaring that the program exists to protect public health, safety, and welfare by preventing blight, protecting property values and the economic integrity of the downtown district, and facilitating the rehabilitation and reoccupation of vacant commercial structures;

(b) Defined terms establishing when a commercial building is deemed "vacant," including a list of observable de facto vacancy indicators, such as overgrown or dead vegetation, accumulation of mail or debris, disconnected or past-due utilities, boarded or broken windows, graffiti, abandoned vehicles, and notices of code violation or condemnation, so that the City may treat a property as vacant based on visible conditions even in the absence of a formal declaration by the owner;

(c) A mandatory registration requirement obligating owners of vacant commercial buildings within the DDA boundary to register with the City within one (1) year of vacancy, accompanied by payment of a registration fee established by resolution of the City Council; a late fee for registrations not timely filed; and authority to collect unpaid fees as a special assessment against the property;

(d) A provision requiring property owners of existing vacant commercial buildings within the DDA boundary to register with the City within sixty (60) days of program adoption;

(e) A registration form requiring owners to provide: their name and reliable mailing and email address; the name, address, and contact information of a local agent capable of providing emergency access to the building; signed consent to city inspection upon reasonable advance notice and without notice in the case of emergency; the status of all utility services; and a plan of action describing the owner's intended timeline and approach for returning the building to active, productive use;

(f) An initial inspection requirement under which the City shall inspect each registered vacant property within thirty (30) days of registration for compliance with the International Property Maintenance Code and all applicable City ordinances, with authority to order required repairs and, where the cost of repair is determined to exceed the value of the property, to pursue appropriate enforcement remedies including condemnation;

(g) Ongoing maintenance standards requiring that all registered vacant properties be maintained in compliance with the International Property Maintenance Code and kept free of weeds, dead vegetation, trash, debris, graffiti, and improperly stored vehicles; that all properties be secured against unauthorized entry, with broken windows repaired or

replaced within fourteen (14) days of notice, with authority for the City to perform the work at the owner's expense if the owner fails to comply and to collect all unpaid costs, including administrative fees, as a special assessment against the property; and that vacant street-level storefront windows be covered with an approved decorative treatment that maintains a presentable downtown appearance, rather than plywood or plain boarding;

(h) A re-occupancy requirement prohibiting re-occupancy of any registered vacant structure until the City has inspected and certified compliance with the health and safety standards of the City of Owosso Code of Ordinances, Chapter 8 – Building and Building Regulations and Chapter 13 – Fire Prevention and Protection, and all applicable construction codes, and a certificate of occupancy has been issued; and

(i) An enforcement provision making all code violations the responsibility of the owner of record, providing that a purchaser or transferee of a registered vacant property shall not be entitled to any extension of time to correct violations existing at the time of sale or transfer, and authorizing civil infractions, fines, and other enforcement remedies for non-compliance.

SECTION 3. The DDA requests that the City Council and City staff consult with the DDA Director and Board during the development of any such program to ensure that its provisions are consistent with and supportive of the DDA's downtown development plan and economic revitalization goals.

SECTION 4. The DDA requests that the City Council provide a written response to this Resolution within sixty (60) days of its receipt, indicating whether the Council intends to pursue adoption of a vacant building inspection program and, if so, a proposed timeline for doing so.

SECTION 5. The DDA Director is hereby authorized and directed to transmit a certified copy of this Resolution to the Mayor, the members of the City Council, and the City Manager.

MOVED Jon Moore

SUPPORTED Karen Parzych

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

DATE: 5.19.26
TO: Historic District
FROM: Nathan Henne, City Manager
SUBJECT: Resolution Urging City Council to Adopt a Vacant Commercial Building Registration Ordinance

PURPOSE

This memorandum accompanies a resolution adopted by the Historic District Commission formally urging the Owosso City Council to study, draft, and adopt a Vacant Commercial Building Registration Ordinance. It explains the Commission's concerns, the connection between this action and the Commission's preservation mandate, and the key provisions the Commission recommends for inclusion in any such ordinance.

BACKGROUND

Vacant commercial buildings are among the most serious and recurring threats to the integrity of Owosso's Historic District. Buildings that sit empty and unsupervised deteriorate rapidly: water infiltrates through broken or unsecured windows, structural systems weaken, and the absence of active occupancy invites vandalism, theft of architectural materials, illegal dumping, and pest infestation. In a designated historic district, the loss of even a single contributing structure through demolition by neglect permanently diminishes the cohesion and authenticity of the district as a whole.

Vacant and deteriorating storefronts also undermine the City's goals for downtown revitalization and community investment. They discourage prospective buyers, deter neighboring businesses, and depress surrounding property values. These are costs borne not just by adjacent owners but by the community as a whole.

Currently the City lacks a dedicated mechanism for identifying vacant commercial properties, establishing reliable contact with their owners, or requiring minimum maintenance standards while a building sits empty. Existing code enforcement authority is largely reactive, addressing conditions only after they become acute. A registration program would give the City the information and legal framework to act before deterioration becomes irreversible.

RELATIONSHIP TO THE COMMISSION'S MANDATE

The Historic District Commission is charged with preserving and protecting the historic character and cultural heritage of Owosso's designated historic district, including the Downtown Historic District listed on the National Register of Historic Places in 2014. That charge extends beyond the review of individual Certificates of Appropriateness to include advocacy for policies

and regulatory tools that protect historic resources from threats historic plan review alone cannot address. Demolition by neglect – the passive loss of a historic building through failure to maintain it – is among the most common of those threats. A vacant building registration ordinance is a well-established tool for addressing it, and some Michigan municipalities have adopted such programs successfully. The Commission is exercising its proper advocacy role in urging its adoption here.

SUMMARY OF RECOMMENDED ORDINANCE PROVISIONS

The resolution identifies the following core elements the Commission recommends for inclusion in any ordinance adopted by Council:

1. A clear statement of purpose declaring that the ordinance exists to protect public health, safety, and welfare by preventing blight, protecting property values, and facilitating the rehabilitation of vacant commercial structures.
2. Defined terms establishing when a commercial building is deemed "vacant," including observable indicators such as overgrown vegetation, accumulated mail or debris, disconnected utilities, boarded or broken windows, graffiti, and notices of code violation, so that the City may treat a property as vacant based on visible conditions even absent a formal declaration by the owner.
3. A mandatory registration requirement obligating owners to register within sixty (60) days of vacancy, pay a registration fee set by Council resolution, pay a late fee for untimely registration, and consent to City inspection. Unpaid fees collectible as a special assessment against the property.
4. A registration form requiring owner contact information, identification of a local emergency access agent, utility status, and a plan of action for returning the building to active use.
5. An initial City inspection within thirty (30) days of registration for compliance with the International Property Maintenance Code, with authority to order required repairs and, where repair costs exceed the value of the property, to pursue condemnation.
6. Ongoing maintenance standards requiring compliance with the International Property Maintenance Code, security against unauthorized entry with broken windows repaired within fourteen (14) days, and a requirement that vacant street-level storefronts within the downtown or historic district be covered with approved decorative treatments mimicking an active storefront rather than plain plywood or boarding.
7. Authority for the City to secure a non-compliant property within seventy-two (72) hours at the owner's expense, with all costs collectible as a special assessment.
8. Provisions for fire- or storm-damaged buildings requiring owners to apply for a permit to commence construction or demolition within ninety (90) days, after which the building is deemed vacant and subject to all ordinance requirements.
9. A re-occupancy requirement prohibiting re-occupancy until the City has inspected and certified compliance with all applicable codes and a certificate of occupancy has been issued.
10. Enforcement provisions making violations the responsibility of the owner of record, with civil infractions, fines, and other remedies available for non-compliance.

HISTORIC PRESERVATION PROVISIONS

The resolution specifically recommends that any ordinance include provisions tailored to historic structures: a prohibition on demolition of historically significant vacant commercial buildings without prior review and approval by the Historic District Commission; and a requirement that rehabilitation plans for properties within or adjacent to the historic districts comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties. A general vacant building ordinance that does not account for historic significance would be an incomplete preservation tool. These provisions ensure that the ordinance serves the City's preservation goals as well as its broader blight-prevention objectives.

RECOMMENDED ACTION

Staff recommends that the Commission adopt the attached resolution and authorize the Chair to transmit a certified copy to the Mayor, the members of the City Council, and the City Manager, together with this memorandum. The resolution requests that Council provide a written response within sixty (60) days indicating whether it intends to pursue adoption and, if so, a proposed timeline. The Commission also requests the opportunity to consult with City staff and Council during the drafting process to ensure any ordinance adopted is consistent with the City's historic preservation goals.

CITY OF OWOSSO
HISTORIC DISTRICT COMMISSION

RESOLUTION

URGING THE OWOSSO CITY COUNCIL TO ADOPT A VACANT COMMERCIAL BUILDING REGISTRATION ORDINANCE

WHEREAS, the City of Owosso Historic District Commission is charged with preserving and protecting the historic character, architectural integrity, and cultural heritage of Owosso's historic districts, including its downtown commercial corridor; and

WHEREAS, vacant commercial buildings pose a significant and ongoing threat to the historic fabric of the community, as neglected and unsupervised properties become attractive nuisances, increase criminal activity, deter potential buyers and investors, and give rise to a host of deteriorating conditions including unsecured openings, broken water pipes, theft of materials, illegal dumping, and pest infestation; all of which devalue surrounding properties and cause deterioration in commercial and historic areas; and

WHEREAS, the presence of vacant, deteriorating, or blighted commercial buildings diminishes the aesthetic quality and economic vitality of Owosso's historic districts and undermines the City's efforts to promote heritage tourism, downtown revitalization, and community pride; and

WHEREAS, a vacant commercial building registration program would provide the City with an accurate and current inventory of vacant properties and the ability to contact owners for utility shutoff, fire safety, and police-related purposes, enabling proactive code enforcement and timely intervention before deterioration reaches the point of danger or irreversible blight; and

WHEREAS, registration fees and late fees, collectible as special assessments against non-compliant properties where necessary, can provide a self-funding mechanism so that such a program does not impose undue costs on the City's general fund; and

WHEREAS, other Michigan municipalities have successfully adopted and implemented vacant building registration ordinances that demonstrate such programs are workable and effective; and

WHEREAS, the Commission believes that responsible property ownership is a cornerstone of a healthy historic district, and that negligent owners who allow vacant structures to fall into disrepair impose unacceptable costs upon their neighbors, the broader community, and the irreplaceable architectural heritage of the City of Owosso; and

WHEREAS, it is the duty of the Commission to advocate for policies and tools that protect historic resources and advance the preservation goals of the community;

NOW, THEREFORE, BE IT RESOLVED by the Owosso Historic District Commission as follows:

SECTION 1. The Owosso Historic District Commission hereby formally urges the Owosso City Council to study, draft, and adopt a Vacant Commercial Building Registration Ordinance applicable to all commercial properties within the City of Owosso, with particular emphasis on properties located within or adjacent to the City's designated historic districts.

SECTION 2. The Commission recommends that such ordinance include, at minimum, the following provisions:

(a) A clear statement of purpose declaring that the ordinance exists to protect public health, safety, and welfare by preventing blight, protecting property values and neighborhood integrity, avoiding nuisances, and facilitating the rehabilitation and restoration of vacant commercial structures;

(b) Defined terms establishing when a commercial building is deemed "vacant," including a list of observable de facto vacancy indicators - such as overgrown or dead vegetation, accumulation of mail, circulars, or debris, disconnected or past-due utilities, boarded or broken windows, graffiti, abandoned vehicles, and notices of code violation or condemnation - so that the City may treat a property as vacant based on visible conditions even in the absence of a formal declaration by the owner;

(c) A mandatory registration requirement obligating owners of vacant commercial buildings to register with the City within sixty (60) days of vacancy, accompanied by payment of a registration fee established by resolution of the City Council; a late fee for registrations not timely filed; and authority to collect unpaid fees as a special assessment against the property;

(d) A registration form requiring owners to provide: their name and a reliable mailing and email address; the name, address, and contact information of a local agent capable of providing emergency access to the building; signed consent to city inspection upon reasonable advance notice and without notice in the case of emergency; the status of all utility services; and a detailed plan of action for returning the building to active, occupied use;

(e) An initial inspection requirement under which the City shall inspect each registered vacant property within thirty (30) days of registration for compliance with the International Property Maintenance Code and all other applicable ordinances, with authority to order required repairs and, where the cost of repair is determined to exceed the value of the property, to pursue condemnation and demolition;

(f) Ongoing maintenance standards requiring that all registered vacant properties be maintained in full compliance with the International Property Maintenance Code and kept free of weeds exceeding eight inches in height, dead vegetation, dry brush, trash, junk, debris, graffiti, and improperly stored vehicles; that all properties be secured against unauthorized entry, with broken windows repaired or replaced within fourteen (14) days; that boarding of open or broken windows be permitted only as a temporary emergency measure with city approval; and that vacant street-level storefront windows within the

downtown or historic district be covered with an approved decorative treatment that mimics an active storefront, rather than with plywood or plain boarding;

(g) A provision requiring that any city order to secure a vacant property be complied with by the owner within seventy-two (72) hours, with authority for the City to perform the securing at the owner's expense if the owner fails to comply, and to collect all unpaid costs, including administrative fees, as a special assessment against the property;

(h) A provision addressing fire or storm-damaged buildings, requiring owners to apply for a permit to commence construction or demolition within ninety (90) days of the damaging event, after which the building shall be deemed vacant and subject to all requirements of the ordinance;

(i) A re-occupancy requirement prohibiting re-occupancy of any registered vacant structure until the City has inspected and certified compliance with the International Property Maintenance Code, the Michigan Building Code, and all applicable construction codes, and a certificate of occupancy has been issued; and

(j) An enforcement provision making all code violations the responsibility of the owner of record, providing that a purchaser or transferee of a registered vacant property shall not be entitled to any extension of time to correct violations existing at the time of sale or transfer, and authorizing civil infractions, fines, and other enforcement remedies for non-compliance.

SECTION 3. The Commission further recommends that any such ordinance include provisions specific to the protection of historic structures, including a prohibition on demolition of historically significant vacant commercial buildings without prior review and approval by the Historic District Commission, and a requirement that rehabilitation plans submitted as part of registration comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

SECTION 4. The Commission requests that the City Council and City staff consult with representatives of the Owosso Historic District Commission during the drafting of any such ordinance to ensure that its provisions are consistent with and supportive of the City's adopted historic preservation goals.

SECTION 5. The Commission requests that the City Council provide a written response to this Resolution within sixty (60) days of its receipt, indicating whether the Council intends to pursue adoption of a vacant commercial building registration ordinance and, if so, a proposed timeline for doing so.

SECTION 6. The Chair of the Commission is hereby authorized and directed to transmit a certified copy of this Resolution to the Mayor, the members of the City Council, and the City Manager.

MOVED_____

SUPPORTED_____

Redistributed from the November 2, 2026 meeting.

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

DATE: October 26, 2026
TO: Owosso City Council
FROM: Nathan Henne, City Manager
SUBJECT: Analysis of Vacant Building Ordinance Proposals – Historic District Commission and Downtown Development Authority Resolutions

BACKGROUND

Council has received two resolutions urging adoption of a vacant commercial building ordinance. In May 2026, the Historic District Commission recommended a Vacant Commercial Building Registration Ordinance applying to commercial properties citywide, with emphasis on the historic districts. In October 2026, the Downtown Development Authority adopted Resolution No. 03-2026, recommending a Vacant Building Inspection Program limited to commercial properties within the DDA district boundary. Both resolutions request a written response from Council.

The DDA version was developed from the HDC version and retains most of its framework: a purpose statement; observable de facto vacancy indicators; a registration form identifying a local emergency agent and granting consent to inspection; an initial City inspection within 30 days; 14 day window repair; decorative covering of vacant storefronts; owner-of-record responsibility with no extension for purchasers; and collection of unpaid fees and costs as special assessments. The principal differences are summarized below.

COMPARISON OF PROPOSALS

Provision	HDC (May 2026)	DDA Res. No. 03-2026 (Oct. 2026)
Title	Vacant Commercial Building Registration Ordinance	Vacant Building Inspection Program
Geographic scope	All commercial properties citywide; emphasis on historic districts	Commercial properties within the DDA district boundary only
Registration trigger	60 days after vacancy	1 year after vacancy
Existing vacant buildings	Not addressed	Register within 60 days of adoption
Plan of action	“Detailed plan of action” for return to occupied use	Owner’s intended timeline and approach for return to productive use
Initial inspection remedies	Repair orders; condemnation and demolition where repair cost exceeds value	Repair orders; “appropriate enforcement remedies including condemnation”
Maintenance standard	Full IPMC compliance; weeds not to exceed 8 inches	IPMC compliance

Provision	HDC (May 2026)	DDA Res. No. 03-2026 (Oct. 2026)
Securing the building	Owner must comply with City order within 72 hours; City may secure at owner's expense	Broken windows repaired within 14 days of notice; City may perform work at owner's expense
Boarding	Permitted only as temporary emergency measure with City approval	Not addressed
Storefront covering	Decorative treatment mimicking an active storefront (downtown or historic district)	Decorative treatment maintaining a presentable downtown appearance
Fire/storm damage	Permit within 90 days or building deemed vacant	Not included; damaged, unoccupied buildings fall under the general vacancy definition
Re-occupancy standard	IPMC, Michigan Building Code, and construction codes; certificate of occupancy	City Code Ch. 8 (Building) and Ch. 13 (Fire Prevention), and construction codes; certificate of occupancy
Historic protections	HDC approval before demolition of historically significant vacant buildings; rehabilitation plans to meet Secretary of the Interior's Standards	None, but existing HDC rules are not precluded for buildings within the district boundary.
Consultation requested	HDC	DDA Director and Board

ANALYSIS

Both versions share the same objective: holding negligent owners accountable for vacant buildings that are allowed to deteriorate. The DDA version accomplishes that objective while avoiding burdens on owners who are actively marketing, leasing, or rehabilitating their properties.

Scope. Limiting the program to the DDA district focuses it where vacancy has the greatest effect on neighboring businesses and private investment, and where the storefront covering requirement is most relevant. A defined area is also more manageable for code enforcement staff and could be expanded later by amendment.

Registration trigger. The 1 year trigger is longer than the 30 to 90 days used by the surveyed communities that specify a trigger. Normal commercial turnover, including marketing a space, negotiating a lease, and completing tenant buildout, routinely takes several months. A short trigger would subject responsible owners to fees and inspections during ordinary transitions. The one-year period targets chronic vacancy, which is where neglect occurs. Muskegon takes a similar approach, deferring its fee until a building has been vacant one year.

Existing vacancies. The DDA version requires owners of buildings already vacant to register within 60 days of adoption. The HDC version was silent on existing vacancies. This provision brings the downtown's long-term vacant buildings, the properties of greatest concern, into the program immediately rather than a year after adoption.

Securing the building. The DDA version provides 14 days after notice to repair broken windows before the City may perform the work at the owner's expense. This may be too short

when considering the City's code enforcement process that requires two notices before enforcement action begins.

Historic protections. The DDA version does not include the HDC's demolition review or the Secretary of the Interior's Standards requirement. Properties within a locally designated historic district already require HDC approval for demolition and exterior work. Applying the Secretary of the Interior's Standards to every registration plan would add cost and review time for owners and staff without a corresponding safety benefit. Therefore, since the DDA version is silent on historic protections, they acknowledge that the protections do exist and that it is responsibility of the HDC to uphold them.

Fees. The DDA version defers fee amounts to Council resolution – which is TBD depending if a vacant building registration ordinance is adopted. Fees should be set to recover the cost of inspections without becoming punitive.

APPLICABLE CODE STANDARD FOR EXISTING BUILDINGS

Both versions require inspection under the International Property Maintenance Code (IPMC) and certification before re-occupancy. These requirements do not mean that a vacant building must be brought up to current new construction code. Most downtown commercial buildings predate modern building codes, and rebuilding them to new construction standards is not physically or financially feasible and would not be enforceable.

The IPMC is a maintenance code for existing structures. It sets minimum standards for safe, sanitary, and weathertight conditions, not methods of construction. Where repairs or rehabilitation are required, the work is governed by the Michigan Rehabilitation Code for Existing Buildings, which allows existing buildings to remain in their existing form when they meet safety requirements and includes specific provisions for historic buildings. A building is evaluated against the standards appropriate to its historic construction, not against the code for a new building.

Re-occupancy inspection is about safety: sound electrical, plumbing, and mechanical systems; fire protection and safe exits; structural soundness; and a building secured against weather and unauthorized entry. Per Building Department practice, current codes apply only when (a) more than 50% of the building is being remodeled or (b) there is a major health and safety concern; otherwise, re-occupancy follows the health and safety standards of City Code Chapters 8 and 13.

RECOMMENDED ACTION

Staff recommends Council direct the City Manager and City Attorney to prepare a vacant building ordinance consistent with DDA Resolution No. 03-2026 and consistent current code enforcement processes and schedules for Council consideration. Staff further recommends Council authorize the City Manager to provide the written responses requested by the DDA and the HDC.

MASTER PLAN GOALS: 1.12, 2.3

Redistributed from the November 2, 2026 meeting.

RESOLUTION NO.

RESOLUTION DIRECTING THE PREPARATION OF A VACANT BUILDING ORDINANCE CONSISTENT WITH DDA RESOLUTION NO. 03-2026

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has received resolutions from the Historic District Commission (May 2026) and the Downtown Development Authority (Resolution No. 03-2026, October 2026) urging adoption of a vacant commercial building ordinance, each requesting a written response from City Council; and

WHEREAS, both proposals seek to hold owners accountable for vacant buildings allowed to deteriorate, and the DDA version does so while avoiding burdens on owners actively marketing, leasing, or rehabilitating their properties; and

WHEREAS, the DDA version limits the program to the DDA district, applies a one-year registration trigger aimed at chronic vacancy, and requires existing vacant buildings to register within 60 days of adoption; and

WHEREAS, properties within a locally designated historic district remain subject to Historic District Commission approval for demolition and exterior work; and

WHEREAS, per Building Department practice, current codes would apply to re-occupancy only when more than 50% of a building is being remodeled or a major health and safety concern exists.

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

FIRST: The City Manager and City Attorney are directed to prepare a vacant building ordinance consistent with DDA Resolution No. 03-2026 and with the City's current code enforcement processes and schedules, for Council consideration.

SECOND: Fees under any such ordinance shall be set by separate resolution of the City Council.

THIRD: The City Manager is authorized to provide the written responses requested by the Downtown Development Authority and the Historic District Commission.

Michigan Municipalities with Vacant Building / Vacant Property Registration Ordinances

Community	Vacancy Trigger (Days Vacant)	Property Types Covered	Registration Fee	Inspection Requirements	Late Fee / Penalties	Notable Provisions
Adrian	60 days (existing vacancies: 30 days to register)	Residential, Commercial (60%+ of ground floor unoccupied = vacant)	Fee set by City Commission resolution; late fee also set by resolution; collectible as special assessment if unpaid	Inspection required before reoccupancy per 2012 IPMC and Michigan Building Code; certificate of occupancy required	Civil infraction for failure to register; late fee by resolution; unpaid amounts collected as special assessment	Ordinance originally adopted 2013, amended 2015 and again in 2025 (Ord. 25-005). Requires 24-hr notice inspection consent; signed plan of action for reoccupancy; violations transfer to new owner on sale
Bay City	90 days	Residential, Commercial, Industrial	$0 initial; quarterly fees while vacant (amount set by resolution)	Exterior inspection per 2012 IPMC required upon registration	Civil infraction; costs collectible as special assessment	Quarterly ongoing fees as long as property remains vacant; re-occupancy certificate required
Detroit	30 days	Residential, Commercial	Annual inspection fee: Single-family $223; Two-family $278; Multi-family $501; Commercial flat fee $197	Annual exterior inspection required; Certificate of Compliance issued annually	Civil infractions; blight violations; liens against property	Certificate of Compliance required annually; emergency order compliance within 72 hrs; city may secure at owner's expense
East Lansing	Not specified (all vacant/abandoned properties)	Residential, Commercial	$150/year (includes required exterior inspection)	Exterior inspection required upon registration; $60 re-inspection fee	Civil infraction; boarding prohibited except temporary emergency	Vacant Property Coordinator tracks properties; boarded doors/windows prohibited; re-occupancy requires compliance
Ferndale	Not specified	Residential, Commercial	$600 per 6-month registration period	In-person inspection by community development and fire staff before registration issued; monthly exterior checks	Civil infraction; fines	One of Michigan's most recently adopted programs; fee designed to recover program costs and deter absentee owners
Grosse Pointe Park	30 days	Residential, Commercial	Not specified in public sources (set by resolution)	Required per ordinance	Civil infraction	Registration renewed every 6 months; applies to all property types including homes for sale
Kalamazoo	30 days (if vacant and blighted with 2+ criteria)	Residential, Commercial, Industrial	Monthly or biannual administrative fee set by City Commission resolution (amount varies by monitoring tier)	City may access interior for inspection; tiered monitoring (Tier 1: monthly; Tier 2: every 6 months)	Minimum $200 fine (civil infraction); doubles for repeat violations within 6 months; misdemeanor for allowing occupancy with uncorrected violations	Applies only to 'vacant blighted' structures (not all vacant); two-tier monitoring system; city may assess unpaid fees against property on tax roll
Muskegon	90 days (fee triggered at 1 year)	Residential, Commercial, Industrial	No fee if vacant <1 year; Residential: $100/yr; Commercial/Industrial: $500/yr (2024 fee schedule). Escalating: 2 yrs $1,000; 3-5 yrs $2,000	Required upon registration; duty to amend within 30 days of any status change	$100–$500 fine per violation; 2-year fee waiver available for qualifying properties	Escalating annual fees based on duration of vacancy; vacation/seasonal homes exempt from fees; appeal committee may grant 2-year fee waiver
Plymouth Township	60 days	Residential, Commercial, Industrial	Set by resolution (amount not specified in public sources)	Initial inspection required; monitoring of fire safety hazards	Civil infraction; $100 fine for failure to maintain current registration info (each day a separate offense); misdemeanor for second offense	Requires 24/7 emergency contact; assesses costs to determine ownership if owner fails to register
Pontiac	Not specified (registration required upon vacancy)	Residential, Commercial, Industrial	Set by resolution; government and registered nonprofits exempt from fees (registration still required)	Initial inspection within 30 days; ongoing semi-annual inspections	Civil infraction; costs collectible as special assessment	Re-occupancy certificate required before any reoccupancy; all outstanding taxes/water bills/liens must be paid before certificate issued; seasonal business exemption available
Rochester	Not specified	Residential, Commercial	Not confirmed in public sources	Required per ordinance	Civil infraction	Confirmed via Municode; detailed provisions not fully available in public sources
Roseville	45 days	Residential, Commercial	Set by City Council resolution (registration, inspection, re-inspection fees all separately established)	Inspection required upon registration; re-inspection fee applies	Civil infraction; fees collectible as liens	Registration valid for 365 days and must be renewed until property is occupied and certificate of compliance issued
Saginaw	Not specified	Residential, Commercial	Annual fee; renewal fees due each year by 4th Friday in February; 100% penalty for late payment	Inspection appointment required; registration includes inspection	100% penalty on renewal fees paid late	Dangerous Building Program runs parallel: catalogs abandoned/fire-damaged properties for rehabilitation or demolition

Southfield	Not specified (registration required upon vacancy)	Residential, Commercial, Industrial	Set by resolution; $1,000 late fee per 30-day period of late registration	Initial inspection upon registration; semi-annual inspections while vacant; owner must conduct weekly inspections (or hire local property manager if owner is remote)	$1,000 late registration fee per 30-day period; civil infractions	Most comprehensive Michigan program found; requires weekly owner self-inspection or property manager; 90-day permit requirement after fire damage; certificate of occupancy required before reoccupancy
West Bloomfield Township	30 days	Residential, Commercial	Annual registration fee (amount set by fee schedule; 1-year validity)	Required per ordinance; initial and periodic inspections	Civil infraction; past-due fees payable online	Township accepts online payment for past-due rental and vacant property fees; re-occupancy requires compliance certification
Ypsilanti (City)	Not specified (triggered by qualifying events)	Residential, Commercial	$300/month escrow deposit required (waivable under certain conditions)	Required per ordinance; city may draw on escrow for inspection and emergency securing costs	Escrow funds not refunded upon sale or transfer unless property is reoccupied; civil infraction	Unique escrow mechanism: monthly $300 deposit held by city; city deducts inspection and securing costs from escrow; funds follow the property not the owner
Ypsilanti Township	30 days	Residential, Commercial (including homes for sale)	Fee set by resolution (includes inspection fee)	Initial inspection required; $30 re-inspection fee per return visit	Fines; administrative search warrant; potential legal action for non-compliance	Includes homes listed for sale; certain repairs require separate building permits; 2014-11 sets residential vacant property fees

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

MEMORANDUM

DATE: November 6, 2026

TO: Owosso City Council

FROM: Nathan Henne, City Manager

SUBJECT: Utility Charter Amendment – Tax Roll Delinquency Dates

RECOMMENDATION:

Approve the resolution establishing March 31 and September 30 delinquency dates for placing delinquent water and sewer charges on the tax roll.

BACKGROUND:

Voters approved an amendment to the City Charter that removes the fixed 90-day/March 31 delinquency language and authorizes City Council to set delinquency and tax roll timelines by resolution. The amendment does not take effect on its own; current practice continues until Council acts.

Utility bills are currently due quarterly in February, May, August, and November. A 10% late fee and shutoff notice are issued the day after the due date, and service may be shut off at the end of that month. Charges 90 or more days delinquent as of March 31 are placed on the summer tax roll.

This resolution eliminates the 90-day requirement and establishes two delinquency dates, March 31 and September 30. Delinquent charges will be reported to Council in April and October and, upon approval by resolution, placed on the July 1 summer or December 1 winter tax bill. Accounts within the 10-day period following a returned payment will be excluded.

Property owners will receive a letter with a copy of their last bill, and the roll will be

published in the newspaper. Because the winter tax bills go to the printer next week, the first placement will be on the July 2027 summer tax bill.

This resolution sets the schedule referenced by the companion resolutions on discontinuing shutoffs.

CONSIDERATIONS:

Tax roll costs: Charges placed on the tax roll incur an additional 10% charge, county interest of 12% the first year and 18% thereafter, and administrative fees. Unpaid balances could ultimately result in tax foreclosure.

Escrow: Many property taxes are paid through mortgage escrow. Residents may see increases in their tax bills or mortgage payments.

FISCAL IMPACTS:

Placing delinquent charges on both the summer and winter tax rolls improves cash flow to the utility funds compared to the current once-a-year placement.

RESOLUTION NO.

ESTABLISHING DELINQUENCY DATES AND PROCEDURES FOR PLACING DELINQUENT WATER AND SEWER CHARGES ON THE TAX ROLL

WHEREAS, the City of Owosso, Shiawassee County, Michigan, provides water and sewer service to customers billed quarterly, with payments due in February, May, August, and November; and

WHEREAS, the electors of the City of Owosso approved an amendment to the City Charter authorizing the City Council to establish, by resolution, the dates and procedures for placing delinquent utility charges on the tax roll; and

WHEREAS, placing delinquent charges on both the summer and winter tax rolls maintains cash flow to the utility funds and accommodates a possible future transition to monthly billing; and

WHEREAS, the City Council desires to eliminate the 90-day delinquency requirement and establish two annual delinquency dates.

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

FIRST: The 90-day delinquency requirement for placing delinquent water and sewer charges on the tax roll is eliminated.

SECOND: Water and sewer charges delinquent as of March 31 or September 30 of each year shall be reported to City Council in the following month (April or October, respectively). Accounts within the ten (10) day period following a returned payment shall be excluded.

THIRD: The delinquent roll shall list, for each account, the parcel number, property address, owner name, water account number, and amount delinquent.

FOURTH: Notice of the delinquent roll shall be provided by letter to each property owner, including a copy of the last bill, and by publication in a newspaper of general circulation in the City.

FIFTH: Upon approval of the roll by resolution of City Council, delinquent charges reported in April shall be placed on the July 1 summer tax bill, and delinquent charges reported in October shall be placed on the December 1 winter tax bill.

SIXTH: The first placement of delinquent charges under this resolution shall be on the July 1, 2027 summer tax bill.

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

MEMORANDUM

DATE: November 6, 2026

TO: Owosso City Council

FROM: Nathan Henne, City Manager

SUBJECT: Utility Charter Amendment – Nonpayment Shutoffs

RECOMMENDATION:

Approve the resolution discontinuing the shutoff of water service for nonpayment.

BACKGROUND:

Voters approved an amendment to the City Charter that removes the fixed 90-day/March 31 delinquency language and authorizes City Council to set delinquency and tax roll timelines by resolution. The amendment does not take effect on its own; current practice continues until Council acts.

Utility bills are currently due quarterly in February, May, August, and November. A 10% late fee and shutoff notice are issued the day after the due date, and service may be shut off at the end of that month. Charges 90 or more days delinquent as of March 31 are placed on the summer tax roll.

Chapter 15 of the City Charter provides that service where a delinquency exists “may be discontinued,” making shutoffs for nonpayment discretionary. This resolution uses that discretion to discontinue shutoffs for nonpayment and collect delinquent charges through the tax roll on the schedule set in the companion delinquency dates resolution.

The 10% late fee remains, and the City retains authority to shut off service for emergencies, main breaks, and tampering. No amendment to Chapter 34 of the Code of Ordinances is needed, as its provisions apply only when a shutoff occurs. Council may

reverse this action by resolution.

A resolution, rather than an ordinance amendment, is recommended to preserve flexibility consistent with the intent of the ballot language.

CONSIDERATIONS:

Tax roll costs: Without a shutoff deadline, more balances will go to the tax roll, where they incur additional charges, county interest, and fees, and could ultimately result in tax foreclosure. A shutoff prompts timely payment at a lower cost to the resident.

Property oversight: Shutoffs currently prompt referrals of occupied homes without water to the Building Official. That check will no longer occur.

Vacant properties: Ready-to-serve and late fees will continue to accrue on vacant properties and will be written off if the property is foreclosed by the County. If the delinquent utility bill is added to the tax bill, it **could** be repaid through the sale process, but all charges to the property while in the county's name must be written off at the time of sale.

Lending of credit: Providing service without a means to collect could raise a lending of credit concern under the State Constitution. I defer to the city attorney on this matter but it is a concern he raised.

Staff will return to Council if the new approach is not working as intended.

FISCAL IMPACTS:

Discontinuing shutoffs eliminates approximately $15,000–$18,000 in shutoff fee revenue per billing cycle (100–120 shutoffs at $150 each), or $60,000–$72,000 annually, reducing DPW revenue. Collection of delinquent balances will shift to the semiannual tax rolls, delaying cash flow to the utility funds (going from 4 collections to 2).

RESOLUTION NO.

DISCONTINUING THE SHUTOFF OF WATER SERVICE FOR NONPAYMENT

WHEREAS, Chapter 15 of the City Charter provides that service to premises where a delinquency exists may be discontinued, making shutoff for nonpayment discretionary with the City Council; and

WHEREAS, the charter amendment approved by the electors of the City of Owosso was intended, in part, to allow the City Council to discontinue shutoffs for nonpayment; and

WHEREAS, Resolution No. ____ (Delinquency Dates) establishes March 31 and September 30 as the delinquency dates for placing delinquent water and sewer charges on the tax roll.

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

FIRST: Effective (insert effective date), the City shall discontinue shutting off water service for nonpayment, except as provided in Resolution No. ____ (Landlord-Tenant Accounts) and Resolution No. ____ (County Reimbursement).

SECOND: Delinquent water and sewer charges shall be collected by placement on the tax roll in accordance with Resolution No. ____ (Delinquency Dates).

THIRD: The ten percent (10%) late fee on delinquent water and sewer bills shall remain in effect.

FOURTH: Nothing in this resolution limits the City's authority to discontinue service for emergencies, water main breaks, or tampering.

FIFTH: The provisions of Chapter 34 of the Code of Ordinances governing restoration of service and the shutoff fee shall remain in effect for any shutoff authorized under Resolution No. ____ (Landlord-Tenant Accounts) or Resolution No. ____ (County Reimbursement).

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

MEMORANDUM

DATE: November 6, 2026

TO: Owosso City Council

FROM: Nathan Henne, City Manager

SUBJECT: Utility Charter Amendment – Landlord-Tenant Shutoffs

RECOMMENDATION:

Approve the resolution retaining shutoff authority for accounts subject to landlord-tenant agreements.

BACKGROUND:

Voters approved an amendment to the City Charter that removes the fixed 90-day/March 31 delinquency language and authorizes City Council to set delinquency and tax roll timelines by resolution. The amendment does not take effect on its own; current practice continues until Council acts.

Under state law, delinquent water and sewer charges cannot be placed on a landlord's taxes when a landlord-tenant agreement making the tenant responsible is on file with the City. There are currently (#) agreements on file.

If shutoffs for nonpayment are discontinued, the City would have no means to collect delinquent charges on these accounts other than writing them off. This resolution retains the City's authority to shut off service for nonpayment on these accounts. Service will not be restored until all delinquent charges and the shutoff fee are paid.

CONSIDERATIONS:

Landlords currently rely on shutoffs to encourage tenants to pay. If shutoffs end without

this exception, more landlords are likely to file agreements to avoid liability, increasing the balances the City cannot collect.

FISCAL IMPACTS:

Without this resolution, delinquent balances on landlord-tenant accounts would be written off and the cost absorbed by other ratepayers. Retaining shutoff authority avoids that loss.

RESOLUTION NO.

RETAINING AUTHORITY TO SHUT OFF WATER SERVICE FOR NONPAYMENT ON ACCOUNTS SUBJECT TO LANDLORD-TENANT AGREEMENTS

WHEREAS, under Michigan law, MCL 141.121(3), delinquent water and sewer charges may not be placed on the tax roll against a landlord's property when a lease or agreement making the tenant responsible for utility charges is on file with the City; and

WHEREAS, without shutoff authority, the City would have no recourse to collect delinquent charges on these accounts other than writing them off, shifting the cost to other ratepayers; and

WHEREAS, the City Council has discontinued shutoffs for nonpayment by Resolution No. ____ (Discontinuing Shutoffs), subject to this resolution.

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

FIRST: Notwithstanding Resolution No. ____ (Discontinuing Shutoffs), the City retains its authority to discontinue water service for nonpayment on accounts subject to a landlord-tenant agreement on file with the City.

SECOND: Service discontinued under this resolution shall not be restored until all delinquent charges and the shutoff fee have been paid, in accordance with Chapter 34 of the Code of Ordinances.

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

MEMORANDUM

DATE: November 6, 2026

TO: Owosso City Council

FROM: Nathan Henne, City Manager

SUBJECT: Utility Charter Amendment – County Reimbursement Shutoffs

RECOMMENDATION:

Approve the resolution retaining authority to shut off water service for nonpayment if Shiawassee County ceases reimbursing the City for delinquent utility charges placed on the tax roll.

BACKGROUND:

Voters approved an amendment to the City Charter that authorizes City Council to set delinquency and tax roll timelines by resolution at least twice per year. The amendment does not take effect on its own; current practice continues until Council acts.

When delinquent water and sewer charges are placed on the tax roll, Shiawassee County currently reimburses the City for those charges and then collects them from the property owner. The County is not required to do so. And could change this practice at any time.

If the County ceases reimbursement, the City could no longer turn delinquent charges over to the County and would need to collect them directly. Shutoff of service is the City's most effective collection tool. This resolution allows the City to resume shutoffs for nonpayment in that event, notwithstanding the companion resolution discontinuing shutoffs. Service will not be restored until all delinquent charges and the shutoff fee are paid.

CONSIDERATIONS:

County reimbursement is voluntary and could change in the future.

Without this resolution, a change in County policy would leave the City without an effective means to collect delinquent utility charges until Council acts. This resolution is not intended to automatically revert to shutoffs if the county ceases to advance delinquent taxes to the city but memorializes the understanding that council will have to reassess the policy should this occur.

RESOLUTION NO.

RETAINING AUTHORITY TO SHUT OFF WATER SERVICE FOR NONPAYMENT IF SHIAWASSEE COUNTY CEASES REIMBURSING DELINQUENT UTILITY CHARGES

WHEREAS, Shiawassee County currently reimburses the City for delinquent water and sewer charges placed on the tax roll, but is not required to do so; and

WHEREAS, if the County ceases such reimbursement, the City would be required to collect delinquent charges directly, and shutoff of service is the City's most effective collection tool; and

WHEREAS, the City Council has discontinued shutoffs for nonpayment by Resolution No. ____ (Discontinuing Shutoffs), subject to this resolution.

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

FIRST: Notwithstanding Resolution No. ____ (Discontinuing Shutoffs), if Shiawassee County ceases to reimburse the City for delinquent water and sewer charges placed on the tax roll, the City may resume discontinuing water service for nonpayment.

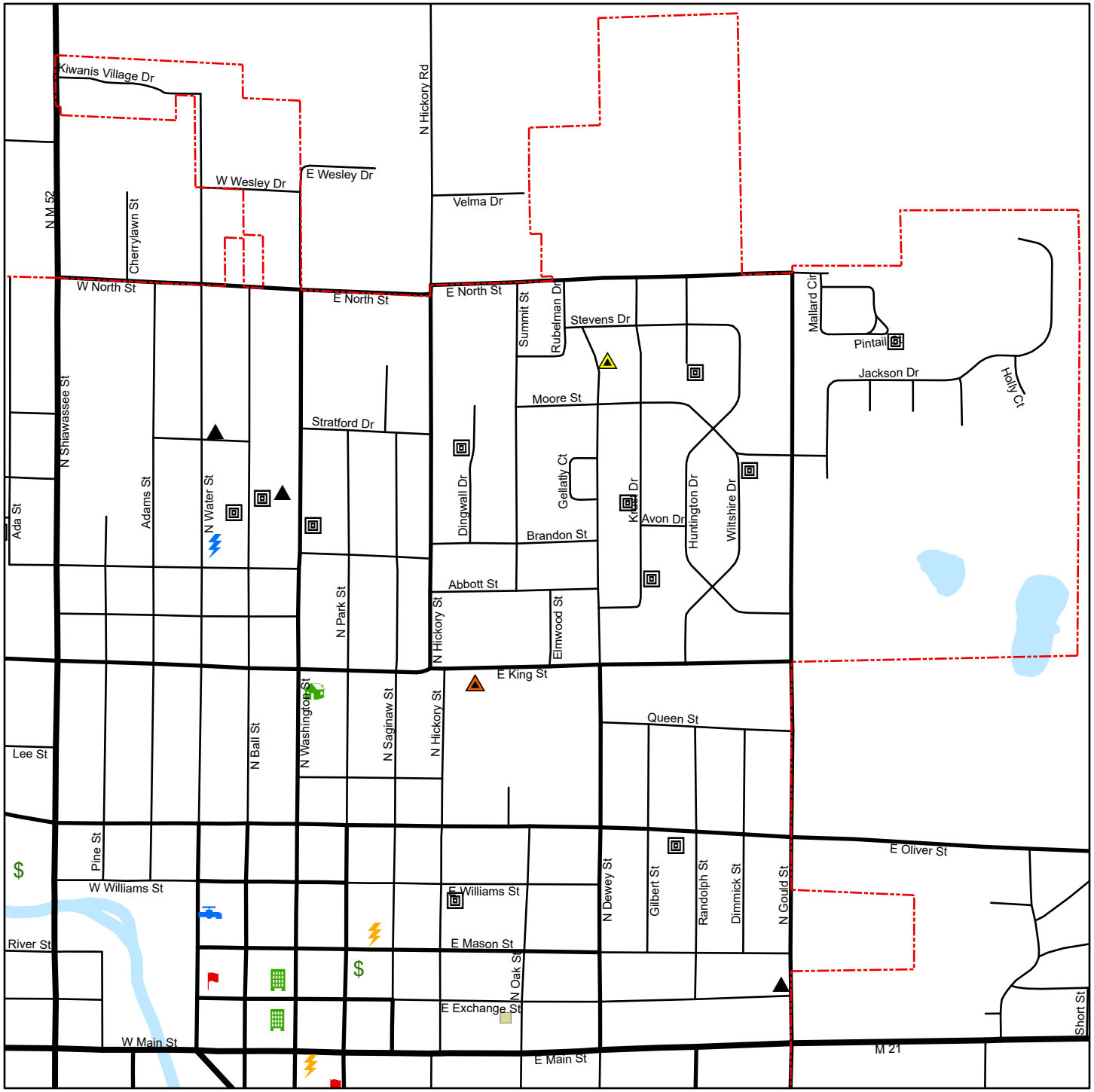
SECOND: Service discontinued under this resolution shall not be restored until all delinquent charges and the shutoff fee have been paid, in accordance with Chapter 34 of the Code of Ordinances.

To:	Owosso City Council
From:	Tanya S. Buckelew, Community Development Director

Report Month:	October 2026

TOTAL OF PERMITS ISSUED BY CATEGORY

Category	Estimated Construction Cost	Permit Fees Collected	# of Permits Issued
ACCESSORY STRUCTURES	*$0*	*$75*	*2*
COMMERCIAL ALTERATION	*$735,000*	*$5,640*	*3*
DECK	*$17,000*	*$465*	*2*
ELECTRICAL	*$0*	*$4,245*	*26*
FENCE PERMIT	*$0*	*$85*	*1*
INDUSTRIAL, NEW BUILDING/ADDITION	*$22,850*	*$315*	*1*
MECHANICAL	*$0*	*$7,055*	*37*
NEW BUSINESS	*$0*	*$75*	*2*
NON-RES. ADD/ALTER/REPAIR	*$984,420*	*$405*	*1*
PLUMBING	*$0*	*$1,315*	*7*
RAMP	*$1,000*	*$0*	*1*
RES. ADD/ALTER/REPAIR	*$141,500*	*$1,520*	*3*
ROOF	*$114,579*	*$1,480*	*9*
ROW-ENG	*$0*	*$560*	*4*
ROW-UTILITY	*$0*	*$250*	*5*
SIDING	*$1,000*	*$90*	*1*
SIGN PERMIT	*$0*	*$192*	*3*
UTILITIES	*$0*	*$50*	*1*
VACANT PROPERTY REGISTRATION WINDOWS	*$0*	*$150*	*1*
	$27,896	*$180*	*2*
Totals	***$2,045,245***	***$24,147***	***112***
2025 Comparison Totals			
October 2025	**$211,034**	**$9,834**	**93**



City of Owosso

Permit Activity
October 2026

NE Quadrant

Category

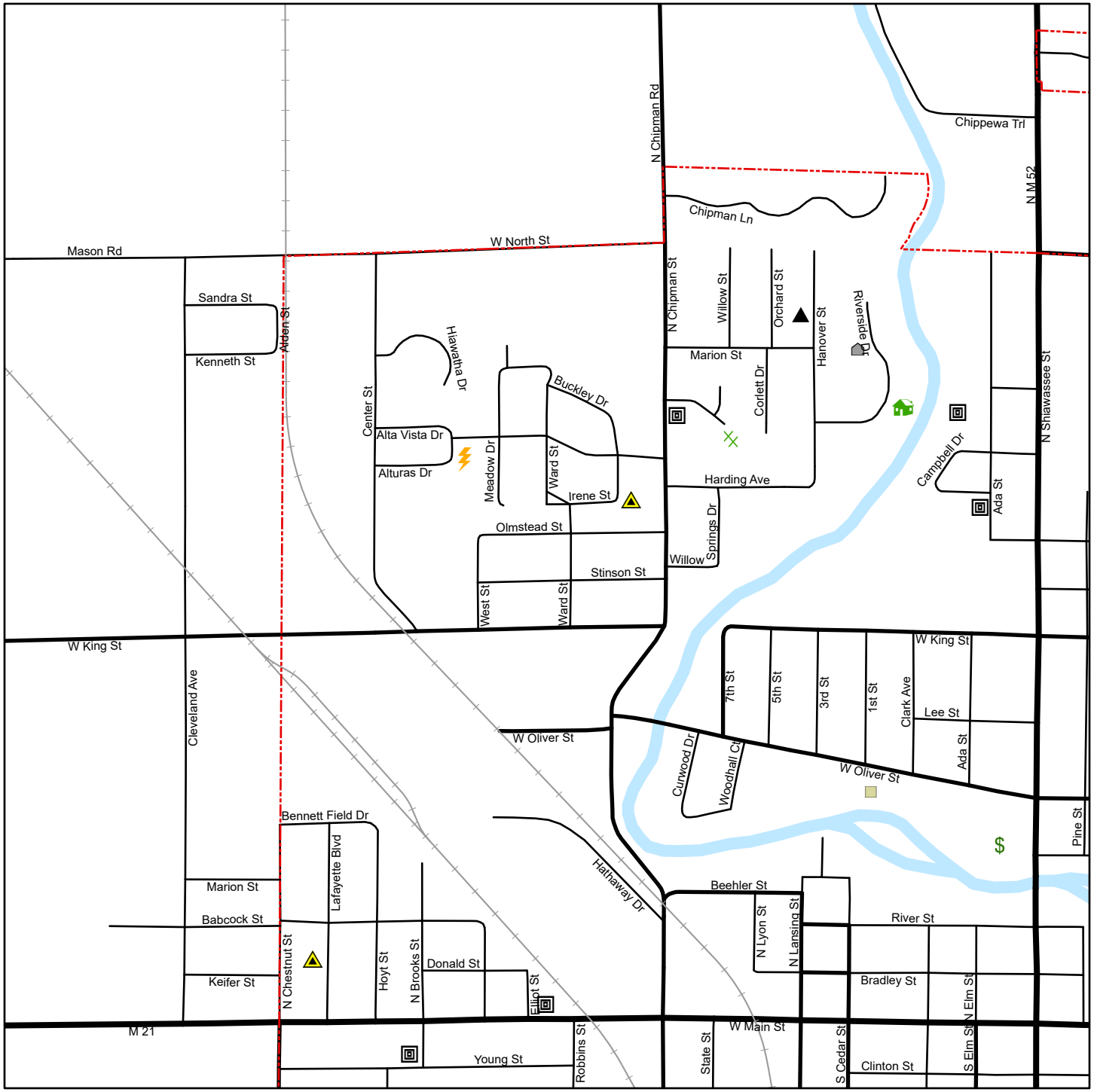
- Commercial Alteration
- Deck
- Electrical
- Electrical & Plumbing
- Mechanical
- New Business
- Plumbing
- Res. Add/Alter/Repair
- Roof
- ROW - Eng
- ROW - Utility
- Sign Permit

Other Features

- City Limit
- Railroads
- River & Lakes

N

0 300 600 900 1,200 Feet



City of Owosso

Permit Activity
October 2026

NW Quadrant

Category

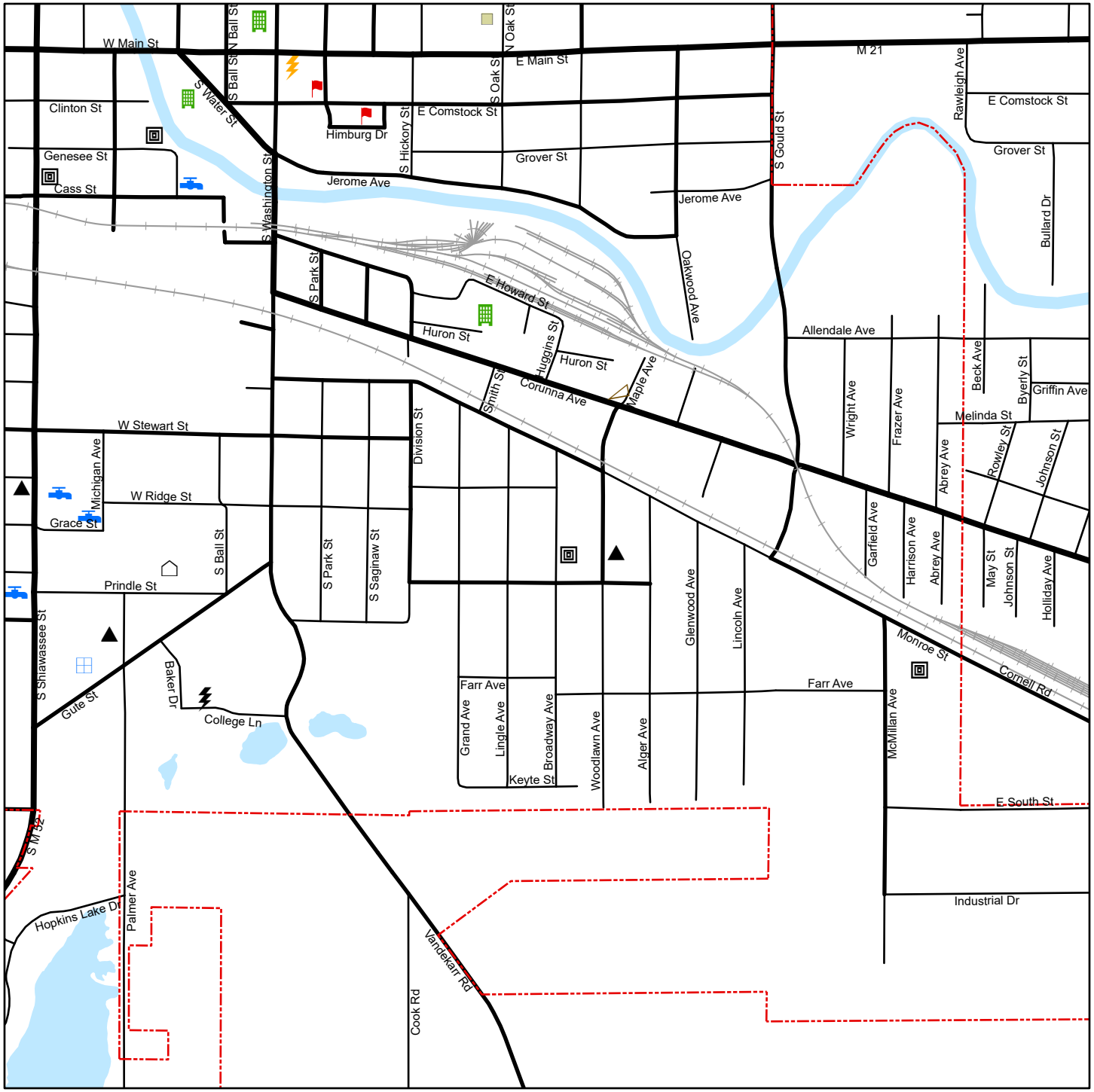
- Accessory Structures
- Deck
- Electrical
- Fence
- Mechanical
- New Business
- Res. Add/Alter/Repair
- Roof
- ROW - Eng

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

N



City of Owosso

Permit Activity
October 2026

SE Quadrant

Category

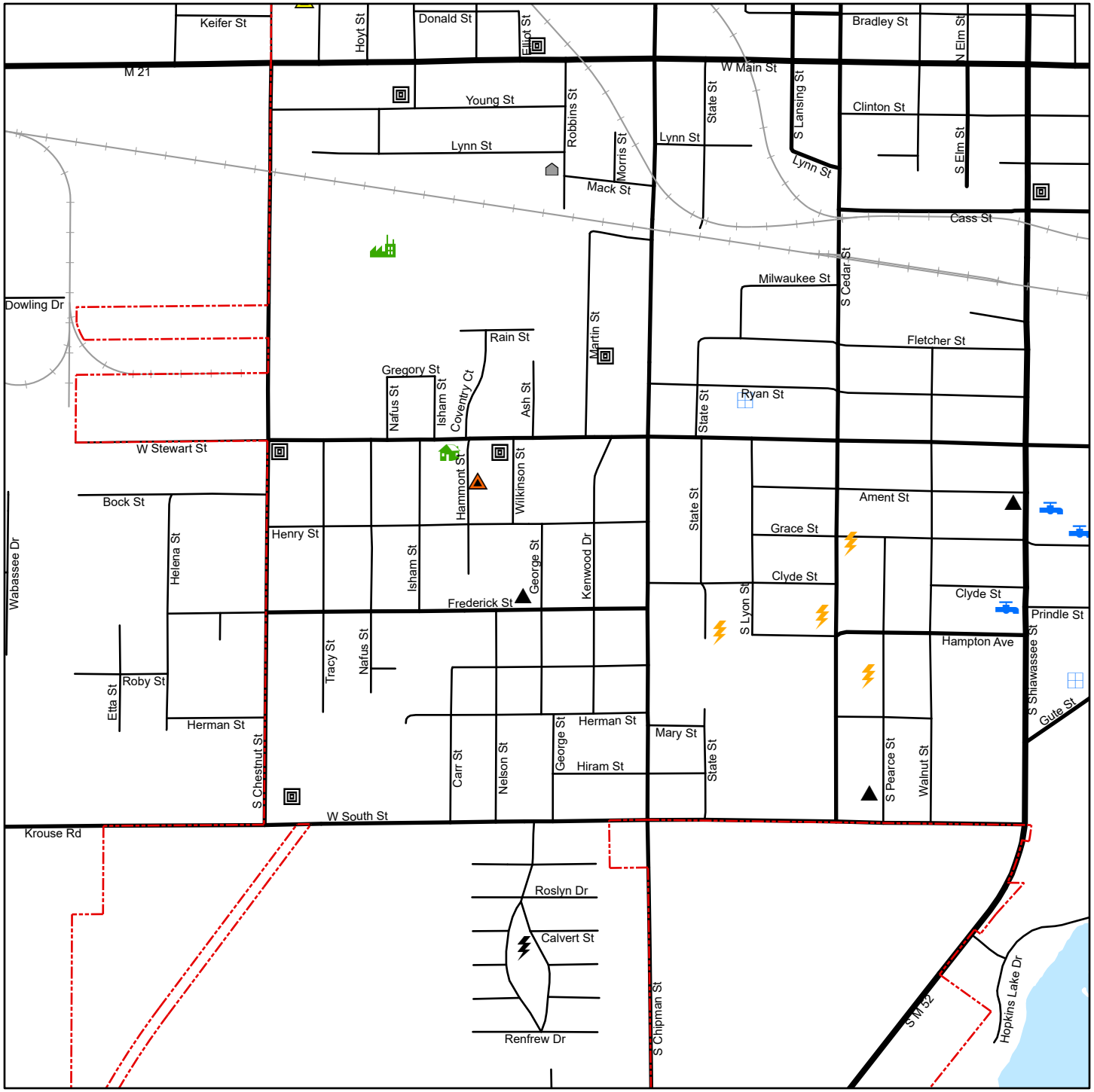
- Commercial Alteration
- Deck
- Electrical
- Electrical & Mechanical
- Mechanical
- Non-Res. Add/Alter/Repair
- Plumbing
- Ramp
- Roof
- Sign Permit
- Vacant Property Registration
- Windows

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

N



City of Owosso

Permit Activity
October 2026

SW Quadrant

Category

- Accessory Structures
- Electrical
- Electrical & Mechanical
- Industrial, New Building/Addition
- Mechanical
- Plumbing
- Res. Add/Alter/Repair
- Roof
- ROW - Eng
- ROW - Utility
- Windows

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

N

Code Enforcement Activity

OCTOBER 2026

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ACCESSORY STRUCTURES							
ENF 24-0655	DEWEY ST	INSPECTED PROPERTY	PENDING 1ST TICKET	10/28/2026	11/11/2026		N
			Total Entries	**1**			
AUTO REP/JUNK VEH							
ENF 26-0529	ADAMS ST	RESOLVED	CLOSED	10/12/2026		10/12/2026	Y
ENF 26-0654	CLYDE ST	RESOLVED	CLOSED	10/28/2026		10/28/2026	N
ENF 26-0640	GRACE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2026	11/03/2026		N
ENF 26-0631	HOWARD ST	LETTER SENT	RECHECK SCHEDULED	10/22/2026	11/05/2026		Y
ENF 26-0650	HOWELL ST	LETTER SENT	RECHECK SCHEDULED	10/26/2026	11/10/2026		N
ENF 26-0634	YOUNG ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/02/2026	11/23/2026		N
			Total Entries	**6**			
BUILDING VIOL							
ENF 21-0307	WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/06/2026	11/03/2026		COMM
ENF 22-0167	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/06/2026	11/03/2026		N
			Total Entries	**2**			
BUILDING VIOLATIONS							
ENF 25-1023	SHIAWASSEE ST	RESOLVED	CLOSED	10/29/2026		10/29/2026	N
ENF 26-0149	MAIN ST	INSPECTED PROPERTY	CLOSED	10/06/2026		10/06/2026	N
ENF 26-0330	RIVER ST	INSPECTED PROPERTY	CLOSED	10/26/2026		10/28/2026	VACANT
ENF 26-0444	MAIN ST	INSPECTED PROPERTY	CLOSED	10/06/2026		10/06/2026	COMM
ENF 26-0447	BALL ST	RESOLVED	CLOSED	10/14/2026		10/14/2026	COMM
ENF 26-0450	WASHINGTON ST	INSPECTED PROPERTY	CLOSED	10/02/2026		10/02/2026	COMM

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0619	SHIAWASSEE ST	RESOLVED	CLOSED	10/27/2026		10/27/2026	N
ENF 26-0623	WASHINGTON ST	RESOLVED	CLOSED	10/26/2026		10/26/2026	COMM
ENF 26-0660	GLENWOOD AVE	EMAILED OWNER	CLOSED	10/29/2026		10/29/2026	N
ENF 25-0477	YOUNG ST	INSPECTED PROPERTY	1ST TICKET ISSUED	10/27/2026	11/03/2026		VACANT HOUSE
ENF 26-0143	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/06/2026	11/03/2026		VACANT
ENF 26-0442	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/06/2026	11/03/2026		COMM
ENF 26-0451	WASHINGTON	INSPECTED PROPERTY	RECHECK SCHEDULED	10/06/2026	11/03/2026		COMM
ENF 26-0574	DEWEY ST	INSPECTED PROPERTY	RED-TAGGED	10/20/2026	11/03/2026		Y
ENF 25-1081	HOWELL ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/14/2026	11/04/2026		N
ENF 26-0581	PRINDLE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2026	11/09/2026		VACANT
ENF 25-1077	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/10/2026		Y
ENF 26-0443	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2026	11/10/2026		COMM
ENF 26-0652	MAIN ST	LETTER SENT	RECHECK SCHEDULED	10/27/2026	11/10/2026		COMM
ENF 25-1096	EXCHANGE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2026	11/11/2026		COMM
ENF 26-0523	SHIAWASSEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/14/2026	11/11/2026		VACANT
ENF 26-0629	COMSTOCK ST	LETTER SENT	RECHECK SCHEDULED	10/15/2026	11/12/2026		Y
ENF 26-0446	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2026	11/17/2026		COMM
ENF 26-0651	ALGER AVE	LETTER SENT	RECHECK SCHEDULED	10/26/2026	11/17/2026		VACANT
ENF 26-0453	WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2026	11/18/2026		COMM
ENF 26-0659	BROADWAY AVE	LETTER SENT	RECHECK SCHEDULED	10/29/2026	11/19/2026		N

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0314	ALGER AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2026	11/23/2026		VACANT
ENF 26-0300	RIDGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2026	11/24/2026		Y
ENF 26-0624	WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/02/2026	11/30/2026		COMM
ENF 24-1236	GREEN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/29/2026	12/03/2026		VACANT
			Total Entries	**30**			
CHICKENS/DUCKS							
ENF 25-0321	STEWART ST	INSPECTED PROPERTY	CLOSED	10/26/2026		10/28/2026	N
ENF 25-0323	RIDGE ST	INSPECTED PROPERTY	PENDING 1ST TICKET	10/20/2026	11/03/2026		N
			Total Entries	**2**			
EXTERIOR PAINT/SIDING							
ENF 24-0982	LANSING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2026	05/03/2027		Y
ENF 26-0202	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	05/03/2027		Y
			Total Entries	**2**			
FIRE DAMAGE							
ENF 26-0431	HUNTINGTON DR	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/24/2026		N
			Total Entries	**1**			
FRONT YARD PARKING							
ENF 26-0648	SHIAWASSEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2026	11/05/2026		N
			Total Entries	**1**			
FURNITURE OUTSIDE							
ENF 26-0633	LYON ST	RESOLVED	CLOSED	10/29/2026		10/29/2026	Y
			Total Entries	**1**			
GARBAGE & DEBRIS							

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0530	GOODHUE ST	RESOLVED	CLOSED	10/14/2026		10/14/2026	N
ENF 26-0537	STATE ST	INSPECTED PROPERTY	CLOSED	10/29/2026		10/29/2026	N
ENF 26-0584	ADAMS ST	RESOLVED	CLOSED	10/12/2026		10/12/2026	N
ENF 26-0596	PINE ST	RESOLVED	CLOSED	10/14/2026		10/14/2026	N
ENF 26-0605	PEARCE ST	RESOLVED	CLOSED	10/07/2026		10/07/2026	N
ENF 26-0606	COMSTOCK ST	RESOLVED	CLOSED	10/29/2026		10/29/2026	N
ENF 26-0609	SHIAWASSEE ST	RESOLVED	CLOSED	10/05/2026		10/05/2026	VACANT
ENF 26-0621	COMSTOCK ST	RESOLVED	CLOSED	10/22/2026		10/22/2026	Y
ENF 26-0647	DIVISION ST	LETTER SENT	RECHECK SCHEDULED	10/22/2026	11/05/2026		Y
ENF 26-0625	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2026	11/09/2026		
ENF 25-1035	WOODLAWN AVE	INSPECTED PROPERTY	PENDING 2ND TICKET	10/27/2026	11/10/2026		Y
ENF 26-0626	ALGER AVE	LETTER SENT	RECHECK SCHEDULED	10/27/2026	11/10/2026		N
ENF 26-0071	SOUTH ST	INSPECTED PROPERTY	1ST TICKET ISSUED	10/28/2026	11/11/2026		IND
ENF 26-0115	MAIN ST	INSPECTED PROPERTY	PENDING 1ST TICKET	10/28/2026	11/11/2026		N
ENF 26-0573	OLIVER ST	FINAL NOTICE SENT	RECHECK SCHEDULED	10/30/2026	11/16/2026		N
ENF 26-0599	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2026	11/18/2026		COMM

Total Entries	16

GARBAGE/JUNK IN ROW

ENF 26-0575	KEYTE ST	RESOLVED	CLOSED	10/06/2026		10/06/2026	N
ENF 26-0583	HICKORY ST	INSPECTED PROPERTY	CLOSED	10/22/2026		10/22/2026	N
ENF 26-0608	OLIVER ST	RESOLVED	CLOSED	10/15/2026		10/15/2026	N

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0628	PINE ST	RESOLVED	CLOSED	10/22/2026		10/22/2026	N
ENF 26-0636	OAK ST	INSPECTED PROPERTY	CLOSED	10/26/2026		10/28/2026	Y
ENF 26-0641	LANSING ST	RESOLVED	CLOSED	10/27/2026		10/27/2026	N
ENF 26-0646	ALGER AVE	RESOLVED	CLOSED	10/29/2026		10/29/2026	N
ENF 26-0645	COMSTOCK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/29/2026	11/05/2026		VACANT
ENF 26-0637	DEWEY ST	LETTER SENT	RECHECK SCHEDULED	10/26/2026	11/09/2026		N
ENF 26-0643	MASON ST	LETTER SENT	RECHECK SCHEDULED	10/27/2026	11/10/2026		N

Total Entries	10

HDC - NOTICE OF VIOLATION

ENF 24-1717	EXCHANGE ST	INSPECTED PROPERTY	CLOSED	10/06/2026		10/06/2026	COMM

Total Entries	1

HEALTH & SAFETY

ENF 25-0696	YOUNG ST	INSPECTED PROPERTY	RED-TAGGED	10/20/2026	11/03/2026		N
ENF 25-0702	MAIN ST	INSPECTED PROPERTY	RED-TAGGED	10/22/2026	11/05/2026		N
ENF 25-0978	PINE ST	CONTACT WITH OWNER	RECHECK SCHEDULED	10/22/2026	11/06/2026		N
ENF 26-0349	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/17/2026		VACANT HOUSE

Total Entries	4

HOUSE FIRE

ENF 26-0031	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2026	11/09/2026		VACANT
ENF 26-0568	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/12/2026	11/09/2026		N

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0065	RYAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/24/2026		N

Total Entries	3

LAWN MAINTENANCE

ENF 26-0226	RIVER ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	N
ENF 26-0239	CLEVELAND ST	RESOLVED	CLOSED	10/05/2026		10/05/2026	N
ENF 26-0277	MAIN ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	VAC
ENF 26-0288	STATE ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	N
ENF 26-0289	STATE	INSPECTED PROPERTY	CLOSED	09/29/2026		10/06/2026	N
ENF 26-0296	DIMMICK ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	VAC LOT
ENF 26-0297	DIMMICK ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	N
ENF 26-0312	DIVISION ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/05/2026	VACANT
ENF 26-0370	GLENWOOD AVE	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	VACANT LOT
ENF 26-0375	STEWART ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	N
ENF 26-0407	DIMMICK ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	VACANT LOT
ENF 26-0471	GENESEE ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	Y
ENF 26-0476	SHIAWASSEE ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	N
ENF 26-0477	STATE ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	IND
ENF 26-0509	DEWEY ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	VACANT LOT

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0510	WILLIAMS ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	VACANT LOT
ENF 26-0525	CHIPMAN ST	REF TO MOWING CONTRACTOR	CLOSED	09/29/2026		10/06/2026	COMM
			Total Entries	**17**			
MISC.							
ENF 26-0569	WILLIAMS ST	INSPECTED PROPERTY	CLOSED	10/26/2026		10/28/2026	VACANT
			Total Entries	**1**			
MULTIPLE VIOLATIONS							
ENF 24-0890	STEWART ST	INSPECTED PROPERTY	CLOSED	10/26/2026		10/28/2026	N
ENF 25-0737	STEWART ST	INSPECTED PROPERTY	CLOSED	10/28/2026		10/29/2026	VACANT LOT
ENF 25-0989	HOYT ST	OBTAINED PERMIT	CLOSED	10/27/2026		10/27/2026	N
ENF 25-1048	CHIPMAN ST	INSPECTED PROPERTY	CLOSED	10/19/2026		10/19/2026	COMM
ENF 26-0532	PRINDLE ST	INSPECTED PROPERTY	CLOSED	10/05/2026		10/06/2026	N
ENF 26-0545	LAFAYETTE BLVD	INSPECTED PROPERTY	CLOSED	10/22/2026		10/22/2026	VACANT
ENF 26-0558	CLEVELAND ST	INSPECTED PROPERTY	CLOSED	10/14/2026		10/15/2026	N
ENF 26-0590	HOWELL ST	INSPECTED PROPERTY	CLOSED	10/22/2026		10/22/2026	N
ENF 26-0593	HOYT ST	RESOLVED	CLOSED	10/27/2026		10/27/2026	N
ENF 26-0630	WASHINGTON ST	LETTER SENT	CLOSED	10/29/2026		10/29/2026	COMM
ENF 25-0383	FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/06/2026	11/03/2026		N
ENF 26-0153	LINCOLN AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	10/22/2026	11/05/2026		N
ENF 26-0616	CLYDE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/22/2026	11/05/2026		N

Code Enforcement Activity

OCTOBER 2026

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0628	WRIGHT AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/12/2026	11/09/2026		N
ENF 25-0647	HOWELL ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2026	11/09/2026		N
ENF 25-0738	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/19/2026	11/09/2026		N
ENF 25-1028	LINGLE AVE	INSPECTED PROPERTY	2ND TICKET ISSUED	10/26/2026	11/09/2026		VACANT LOT
ENF 26-0054	ELLIOT ST	INSPECTED PROPERTY	RED-TAGGED	10/26/2026	11/09/2026		N
ENF 26-0086	PRINDLE ST	INSPECTED PROPERTY	PENDING 1ST TICKET	10/26/2026	11/09/2026		N
ENF 26-0649	RIVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2026	11/09/2026		Y
ENF 26-0656	BALL ST	LETTER SENT	RECHECK SCHEDULED	10/30/2026	11/09/2026		Y
ENF 24-1262	LINGLE AVE	INSPECTED PROPERTY	PENDING 3RD TICKET	10/27/2026	11/10/2026		N
ENF 25-0822	ISHAM ST	INSPECTED PROPERTY	PENDING 1ST TICKET	10/27/2026	11/10/2026		N
ENF 25-0825	HICKORY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/10/2026		N
ENF 26-0131	GRAND AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2026	11/10/2026		N
ENF 26-0198	BALL ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/10/2026		Y
ENF 26-0240	CLEVELAND ST	INSPECTED PROPERTY	PENDING 1ST TICKET	10/27/2026	11/10/2026		N
ENF 26-0611	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/10/2026		N
ENF 26-0017	MACK ST	INSPECTED PROPERTY	1ST TICKET ISSUED	10/28/2026	11/11/2026		N
ENF 26-0437	MICHIGAN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/14/2026	11/11/2026		N
ENF 26-0561	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2026	11/11/2026		Y
ENF 26-0655	OAKWOOD AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2026	11/11/2026		
ENF 26-0522	STEWART ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/29/2026	11/12/2026		N

Code Enforcement Activity

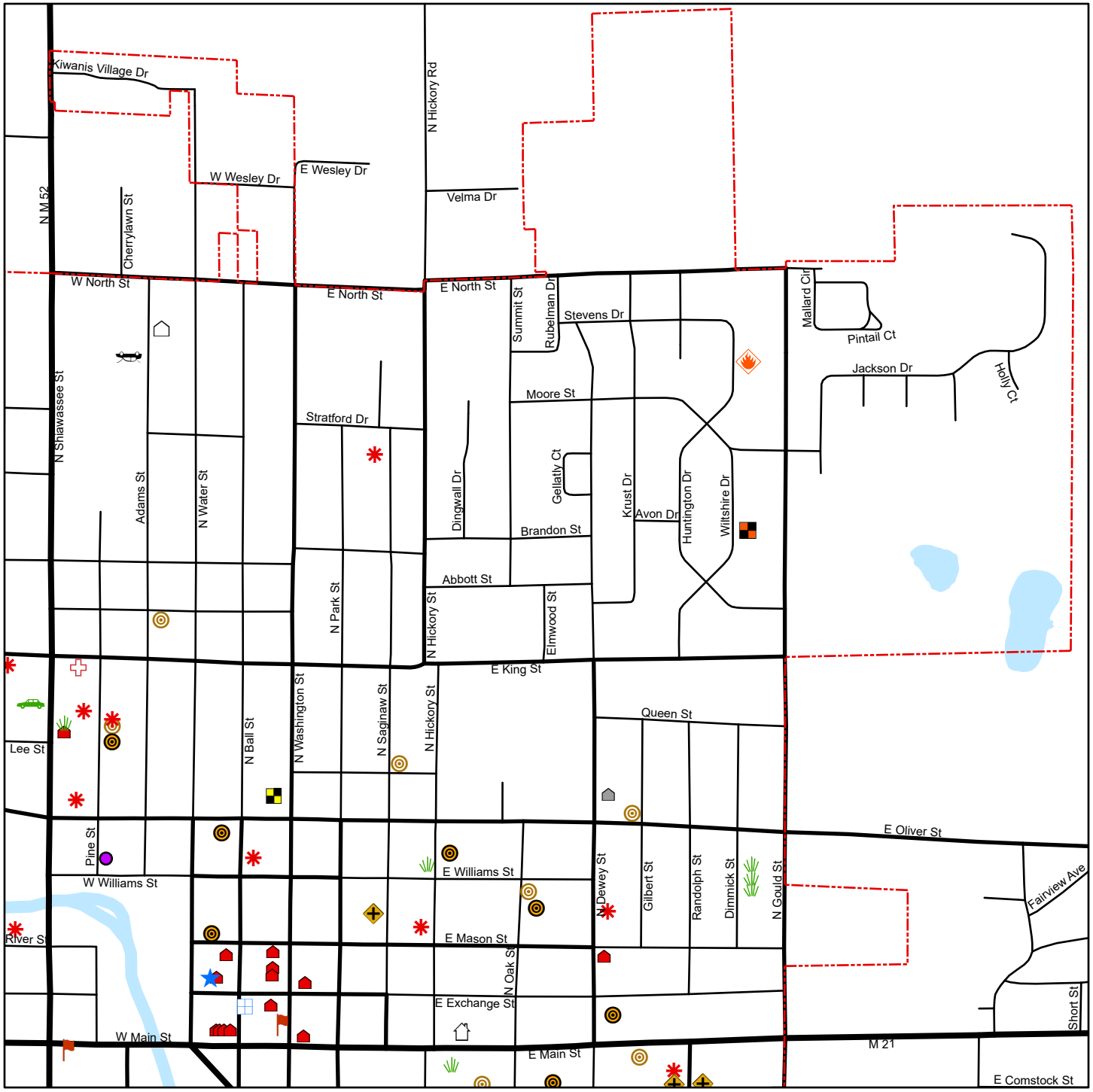
OCTOBER 2026

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0627	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/29/2026	11/12/2026		Y
ENF 26-0657	STATE ST	LETTER SENT	RECHECK SCHEDULED	10/29/2026	11/12/2026		VACANT
ENF 26-0557	PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/30/2026	11/16/2026		Y
ENF 26-0635	SHIAWASSEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/02/2026	11/16/2026		N
ENF 26-0638	DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/02/2026	11/16/2026		Y
ENF 24-0907	PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/17/2026		VAC
ENF 26-0192	KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2026	11/17/2026		N
ENF 26-0658	WASHINGTON ST	LETTER SENT	RECHECK SCHEDULED	10/29/2026	11/19/2026		Y
ENF 26-0194	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2026	11/23/2026		N
ENF 24-0495	OLIVER ST	REF TO BLDG OFFICIAL	PENDING 1ST TICKET	10/28/2026	12/02/2026		N
ENF 26-0460	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2026	12/02/2026		N
			Total Entries	**44**			
NO BUILDING PERMIT							
ENF 25-1058	CARMODY ST	INSPECTED PROPERTY	CLOSED	10/26/2026		10/28/2026	VACANT
			Total Entries	**1**			
NO ROW PERMIT							
ENF 26-0613	LAFAYETTE BLVD	CONTACT WITH CONTRACTOR	CLOSED	10/08/2026		10/22/2026	
ENF 26-0614	WILTSHIRE DR	COMPLAINT FILED	RECHECK SCHEDULED	10/02/2026	10/16/2026		N
			Total Entries	**2**			
RENTAL REGISTRATION							
ENF 25-0539	WOODLAWN AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	10/06/2026	11/06/2026		Y

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0553	MICHIGAN AVE	FINAL NOTICE SENT	RECHECK SCHEDULED	10/06/2026	11/06/2026		Y
			Total Entries	**2**			
ROW VIOLATIONS							
ENF 26-0620	OAKWOOD AVE	RESOLVED	CLOSED	10/14/2026		10/14/2026	N
ENF 26-0632	FLETCHER ST	RESOLVED	CLOSED	10/29/2026		10/28/2026	N
ENF 26-0642	SAGINAW ST	LETTER SENT	RECHECK SCHEDULED	10/20/2026	11/03/2026		N
ENF 26-0644	OAKWOOD AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/22/2026	11/05/2026		N
			Total Entries	**4**			
RV/CAMPER VIOLATIONS							
ENF 26-0556	GARFIELD AVE	CONTACT WITH OWNER	RECHECK SCHEDULED	10/13/2026	11/10/2026		N
			Total Entries	**1**			
SIDEWALK VIOLATION							
ENF 26-0615	STEWART ST	RESOLVED	CLOSED	10/05/2026		10/04/2026	N
			Total Entries	**1**			
SIGN VIOLATION							
ENF 26-0598	WASHINGTON ST	INSPECTED PROPERTY	CLOSED	10/13/2026		10/14/2026	COMM
ENF 26-0603	MAIN ST	RESOLVED	CLOSED	10/07/2026		10/07/2026	N
ENF 26-0653	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2026	11/11/2026		COMM
			Total Entries	**3**			
TEMPORARY STRUCTURES							
ENF 26-0013	HENRY ST	INSPECTED PROPERTY	CLOSED	10/27/2026		10/27/2026	N
ENF 26-0506	DIVISION ST	RESOLVED	CLOSED	10/22/2026		10/22/2026	Y

Enf. Number	Address	Previous Status	Current Status	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0507	DIVISION ST	INSPECTED PROPERTY	CLOSED	10/22/2026		10/22/2026	Y
ENF 26-0639	CORUNNA AVE	LETTER SENT	RECHECK SCHEDULED	10/20/2026	11/17/2026		Y
ENF 26-0560	ALGER AVE	LETTER SENT	RECHECK SCHEDULED	10/22/2026	11/19/2026		N
ENF 26-0492	GRACE ST	CONTACT WITH OCCUPANT	RECHECK SCHEDULED	10/28/2026	05/03/2027		N
			Total Entries	**6**			
VACANT STRUCTURES							
ENF 24-0728	ADAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/12/2026	11/12/2026		VAC
			Total Entries	**1**			
WINDOWS							
ENF 26-0622	EXCHANGE ST	RESOLVED	CLOSED	10/26/2026		10/26/2026	COMM
			Total Entries	**1**			
ZONING							
ENF 26-0602	WASHINGTON ST	CONTACT WITH OWNER	RECHECK SCHEDULED	10/07/2026	11/13/2026		N
			Total Entries	**1**			

Total Records:	**165**	Total Pages:	11



City of Owosso

Code Enforcement Activity
October 2026

NE Quadrant

Category

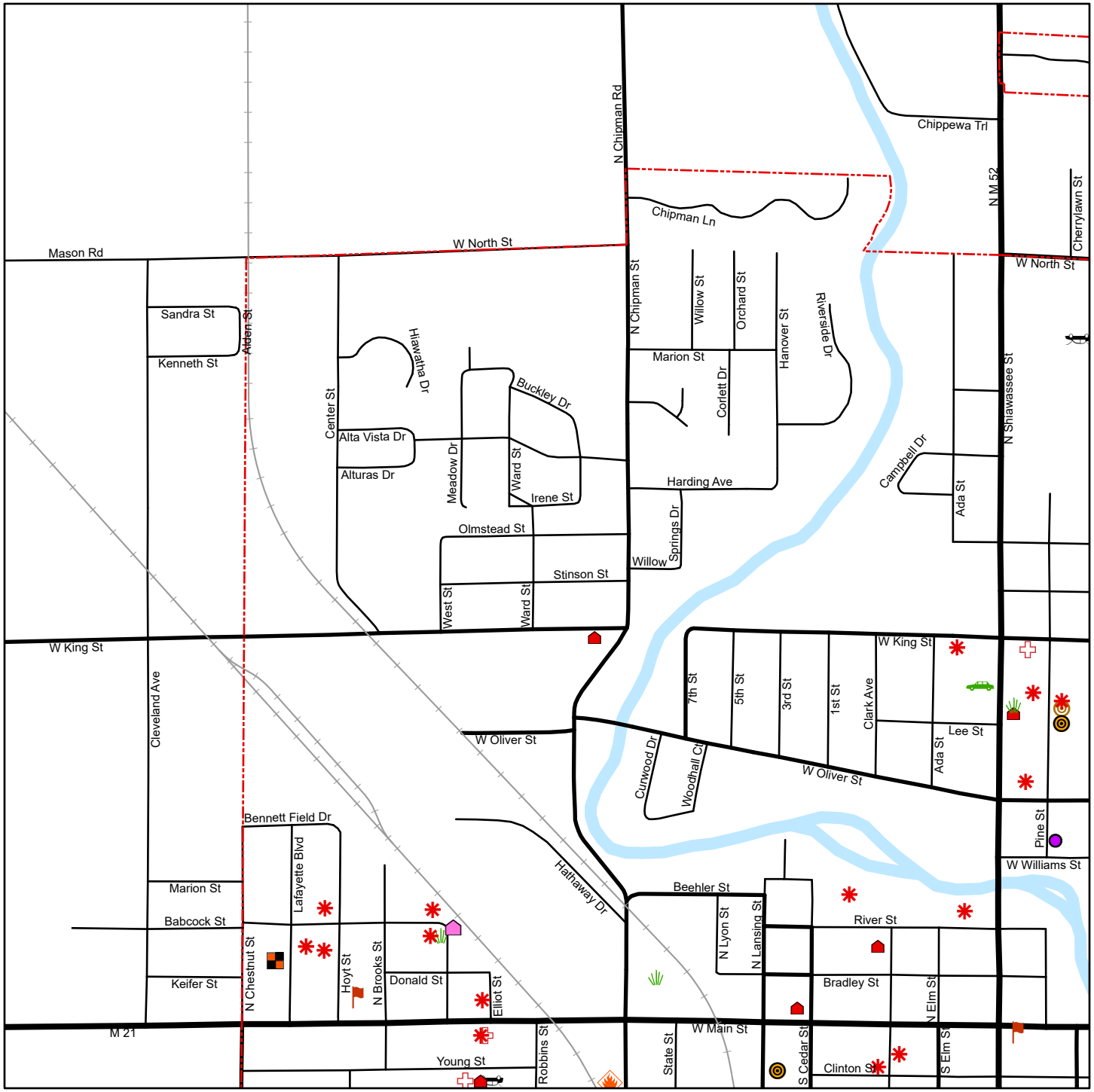
- Accessory Structures
- Auto Repair/Junk Vehicle
- Building Violations
- Exterior Paint/Siding
- Fire Damage
- Front Yard Parking
- Garbage & Debris
- Garbage/Junk In ROW
- HDC - Notice Of Violation
- Health & Safety
- Lawn Maintenance
- Misc.
- Multiple Violations
- No ROW Permit
- ROW Violations
- Sign Violation
- Vacant Structures
- Windows
- Zoning

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

N



City of Owosso

Code Enforcement Activity
October 2026

NW Quadrant

Category

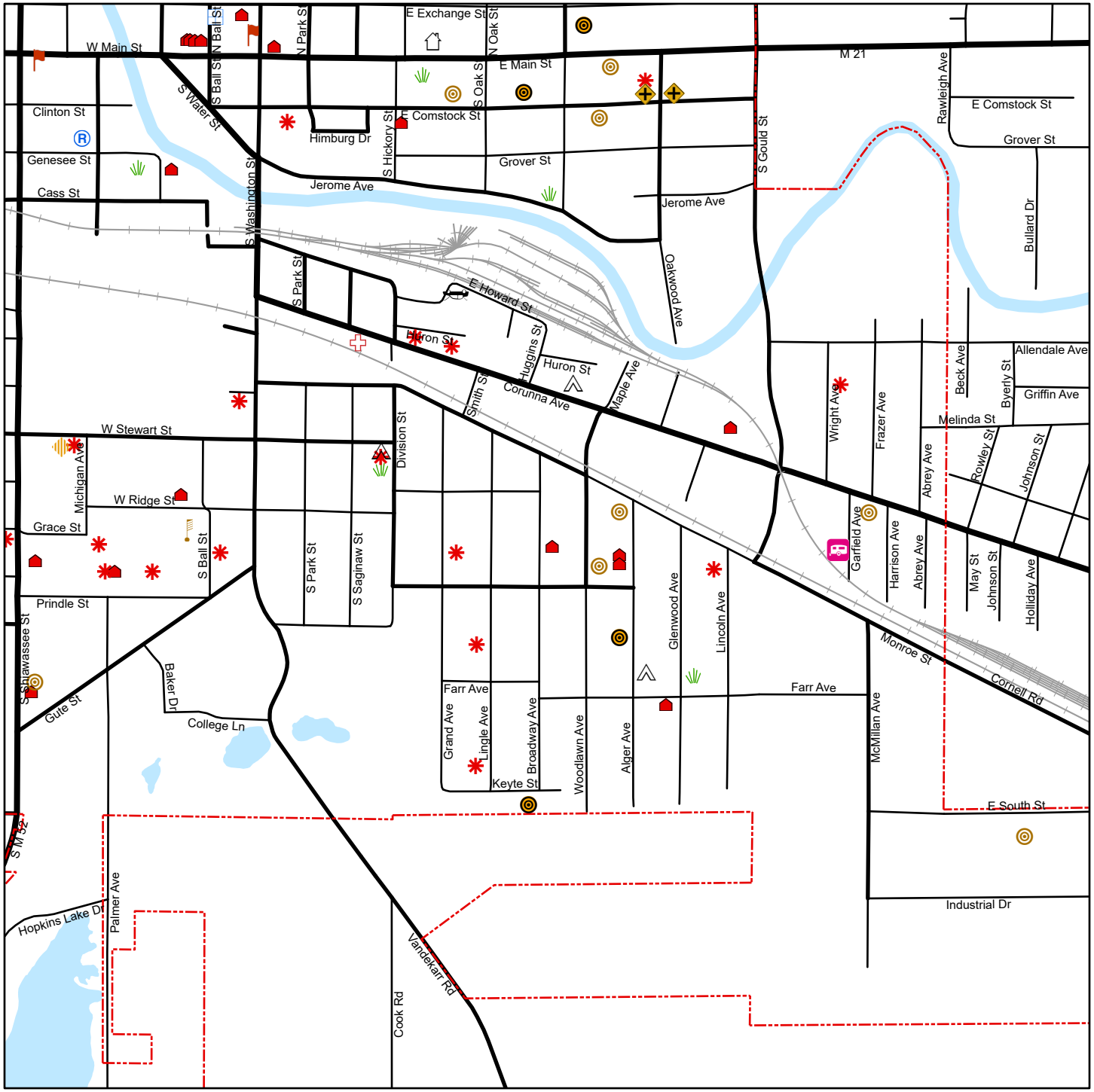
- Auto Repair/Junk Vehicle
- Building Violations
- Fire Damage
- Front Yard Parking
- Garbage & Debris
- Garbage/Junk In ROW
- Health & Safety
- Lawn Maintenance
- Misc.
- Multiple Violations
- No Building Permit
- No ROW Permit
- Sign Violation

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

N



City of Owosso

Code Enforcement Activity
October 2026

SE Quadrant

Category

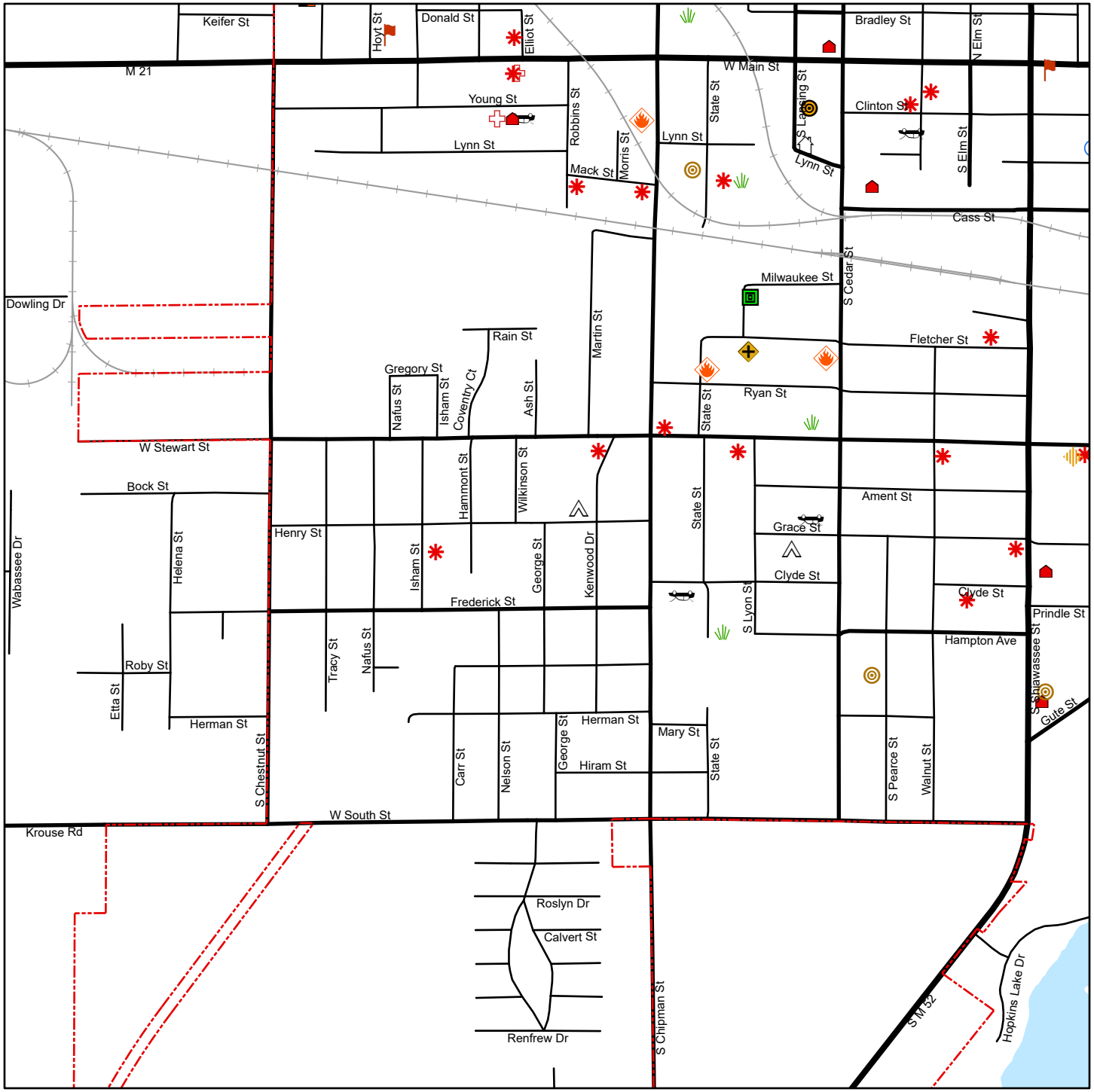
- Auto Repair/Junk Vehicle
- Building Violations
- Chickens/Ducks
- Exterior Paint/Siding
- Garbage & Debris
- Garbage/Junk In ROW
- Health & Safety
- Lawn Maintenance
- Multiple Violations
- Rental Registration
- ROW Violations
- RV/Camper Violations
- Sidewalk Violation
- Sign Violation
- Temporary Structures
- Windows

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

N



City of Owosso

Code Enforcement Activity
October 2026

SW Quadrant

Category

- Auto Repair/Junk Vehicle
- Building Violations
- Exterior Paint/Siding
- Fire Damage
- Furniture Outside
- Garbage & Debris
- Garbage/Junk In ROW
- Health & Safety
- Lawn Maintenance
- Multiple Violations
- No ROW Permit
- Rental Registration
- ROW Violations
- Sidewalk Violation
- Sign Violation
- Temporary Structures

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

N

BUILDING DEPARTMENT

OCTOBER 2026 INSPECTIONS

CHARLES, NATHAN	**BUILDING OFFICIAL**	
	Total Inspections:	**65**
BOOTH, MARK	**MECHANICAL & PLUMBING INSPECTOR**	
	Total Inspections:	**32**
HARRIS, JON	**ELECTRICAL INSPECTOR**	
	Total Inspections:	**22**
FREEMAN, GREG	**CODE ENFORCEMENT**	
	Total Inspections:	**157**
	Grand Total Inspections:	**276**

NOTES

The Building Official, Mechanical & Plumbing Inspector, and Electrical Inspector perform inspections only when requested by a contractor or homeowner. These inspections often require entry into homes and businesses.

The Code Enforcement Officer rechecks many violations each day. These rechecks involve driving to the property and photographing the violation(s), no contact with owners or occupants.

RENTAL REGISTRATION AND INSPECTIONS

OCTOBER 2026

Registrations are by property address. A property address may have multiple units.

Registered Properties (Addresses)	**712**
Properties Inspected	**691**
Properties Not Inspected	**21**

Properties that have not been inspected are mostly due to more recent/newer registrations.

Types of Registered Units and the Unit Count

Single Family	394
Duplex	336
Owner Occupied Duplex	44
Multi-Family	880
Owner Occupied Multi-Family	10
Apartments over Businesses	23
TOTAL UNITS	**1,687**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Registrations Processed	12	6	17	3	3	1	15	2	2	7		
Registrations Removed	1	4	2	0	0	2	0	1	4	3		
Properties Inspected	27	24	14	5	4	0	9	1	0	0		

BUILDING DEPARTMENT

CERTIFICATES & LICENSES ISSUED BY MONTH FOR 2026

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ADULT USE RECREATIONAL RETAIL FACILITY LICENSE												
1				1					1			**3**
$5,000				$5,000					$5,000			**$15,000**
AMPHITHEATER RENTAL CERTIFICATE												
				1	1	4	4					**10**
				$50	$50	$0	$200					**$300**
BENTLEY PARK RENTAL CERTIFICATE												
				7	12	10	15	3	2			**49**
				$175	$300	$250	$425	$75	$75			**$1,300**
GROWER LICENSE (MEDICAL) FACILITY LICENSE												
								1				**1**
								$5,000				**$5,000**
HARMON PATRIDGE PARK RENTAL CERTIFICATE												
				11	12	11	18	2	1			**55**
				$275	$350	$300	$450	$50	$25			**$1,450**
MOBILE FOOD VENDING (FOOD TRUCK LICENSES)												
	1											**1**
	$100											**$100**
PROCESSOR FACILITY LICENSE												
1												**1**
$5,000												**$5,000**
PROVISIONING CENTER FACILITY LICENSE												
									1			**1**
									$5,000			**$5,000**
RECREATIONAL GROW FACILITY LICENSE												
		1					1	1	1			**4**
		$5,000					$5,000	$5,000	$5,000			**$20,000**
RENTAL REGISTRATION CERTIFICATES												
12	6	6	1	6	1	10	2	2	7			**53**
$600	$300	$300	$50	$300	$50	$500	$100	$100	$350			**$2,650**
TOTALS:												
14	**7**	**7**	**1**	**26**	**26**	**35**	**40**	**9**	**13**	**0**	**0**	**178**
$10,600	**$400**	**$5,300**	**$50**	**$5,800**	**$750**	**$1,050**	**$6,175**	**$10,225**	**$15,450**	**$0**	**$0**	**$55,800**

OWOSSO POLICE DEPARTMENT

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

MEMORANDUM

DATE: 9 November 2026
TO: Owosso City Council
FROM: Eric E. Cherry
Police Department Captain
RE: October 2026 Police Activity Report

Master Plan Goal 3.1, 3.2

The Investigative Services Bureau attended the monthly multidisciplinary meeting for all forensic interviews conducted. This is where investigators, CPS, Voices for Children and Shiawassee County Prosecutors discuss where each case is at of the reported sexual assault investigations.

The Police Department administration attended the Mid-Michigan Regional Chief's Meeting in East Lansing.

The Police Department administration dropped off unused medications to the DEA in Flint as part of the Pill Take Back program.

The Police Department interviewed several candidates for the open police officer positions.

October - 5 YEAR AVERAGE

	2022-Oct	2023-Oct	2024-Oct	2025-Oct	2026-Oct	Oct 5YR AVG
Part I Crimes	26	29	19	32	19	25
Part II Crimes	85	80	95	96	93	89.8
Violent Crimes	9	3	9	13	9	8.6
Total Reports	168	176	161	182	168	171
Felony Arrests	6	4	14	5	7	7.2
Total Arrests	35	34	39	26	29	32.6
Traffic Stops	52	80	27	36	50	49
All Dispatched Events	1032	1003	692	764	662	830.6

LAST 12 MONTHS

	2025-Nov	2025-Dec	2026-Jan	2026-Feb	2026-Mar	2026-Apr	2026-May	2026-Jun	2026-Jul	2026-Aug	2026-Sep	2026-Oct	Last 12 Months	Average
Part I Crimes	33	22	20	16	15	21	19	30	26	20	16	19	257	21.42
Part II Crimes	77	65	56	70	79	84	98	84	61	78	81	93	926	77.17
Violent Crimes	8	10	7	7	5	6	3	9	8	6	1	9	79	6.58
Total Reports	158	145	134	138	148	155	179	160	165	157	147	168	1854	154.5
Felony Arrests	7	9	10	7	5	8	6	5	7	7	6	7	84	7
Total Arrests	26	33	31	28	39	44	39	25	28	30	23	29	375	31.25
Traffic Stops	28	66	62	120	111	104	106	78	190	74	36	50	1025	85.42
All Dispatched Events	667	717	639	736	774	796	931	895	951	745	651	662	9164	763.67

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

MEMORANDUM

DATE: November 9, 2026

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Parking Citation Activity Summary

Listed below is a summary of parking citation activity for October 2026 and the year-to-date statistics.

Parking Tickets						
	26-May	Jun-26	Aug-26	Sep-26	Oct-26	YTD
Issued	121	65	3	10	17	216
Paid	76	44	1	4	12	137
Unpaid	38	21	2	6	5	72
Voided	7	0	0	0	0	7
Citation Letters Sent	14	34	5	2	6	61
Citation Fines Paid	5	7	1	0	1	14
Citation Letters Unpaid	9	27	4	2	5	47
Parking Citations Appealed	8	2	0	0	2	12
Parking Appeals Paid	3	2	0	0	1	6

These figures provide an overview of citation issuance, appeal outcomes, and overall performance for the reporting period. Master Plan Goals: 1.2

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

MEMORANDUM

DATE: October 9, 2026

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: October 2026 Fire & Ambulance Report

Master Plan Goal: 3.1, 3.2

Attached are the statistics for the Owosso Fire Department (OFD) for October 2026. The Owosso Fire Department responded to 251 incidents in the month of October.

OFD responded to 23 fire or rescue calls and EMS responded to 228 EMS calls.

Responses by Scene Zone

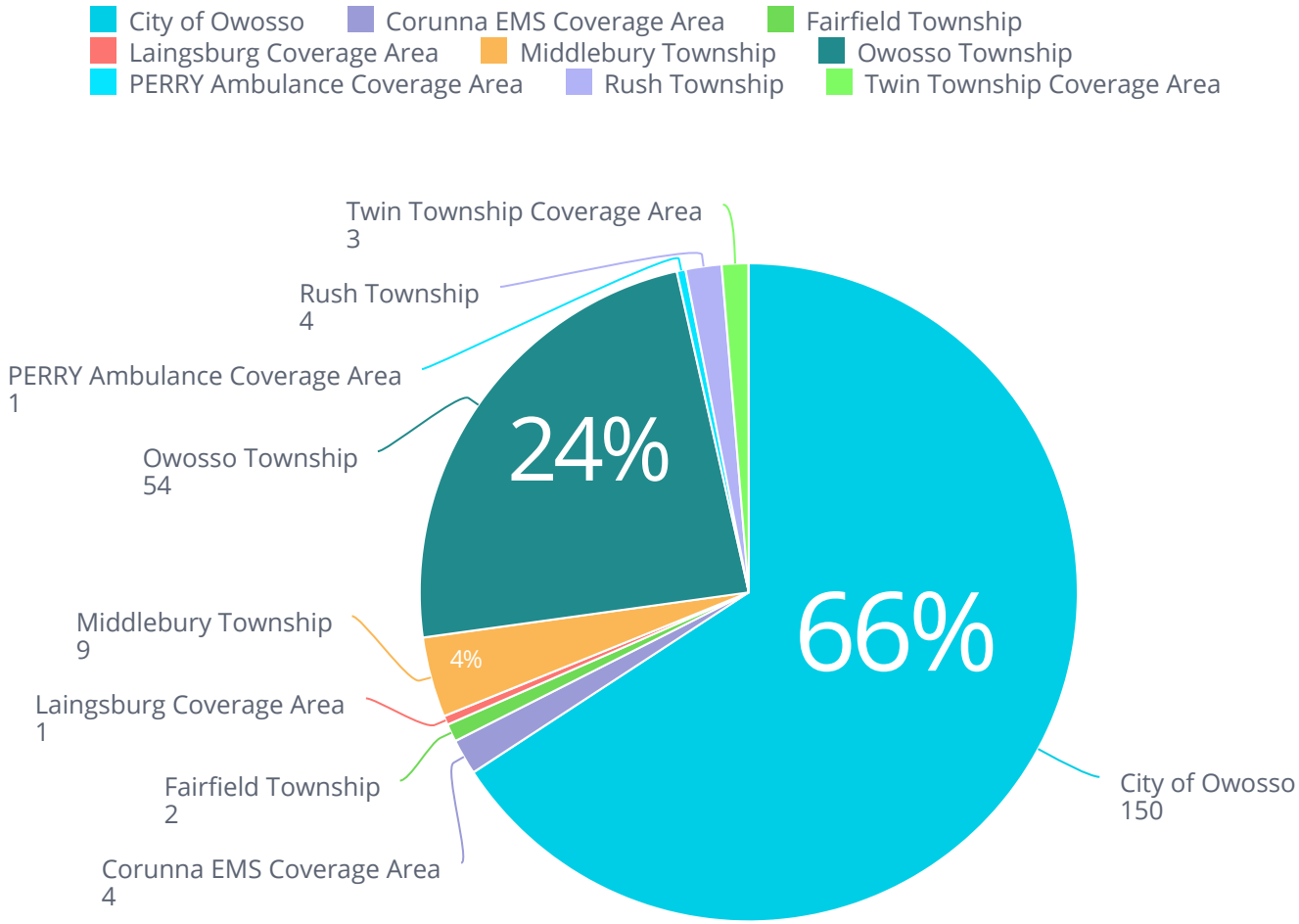
Year to Date 2026

Patient Care Records Year to Date: **2,483**

Monthly

Patient Care Records: **228**

Responses by Zone



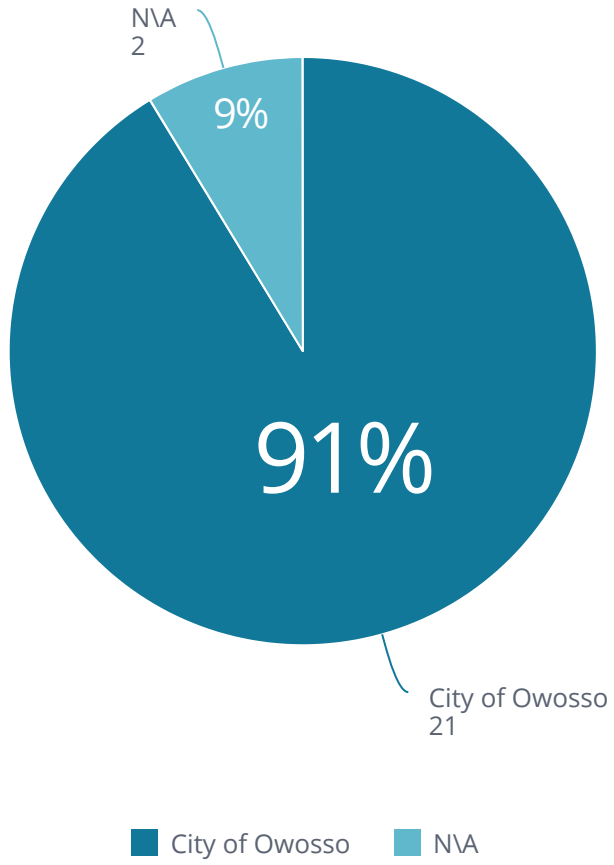
Fire Incidents - Year to Date

Locked Incidents
195

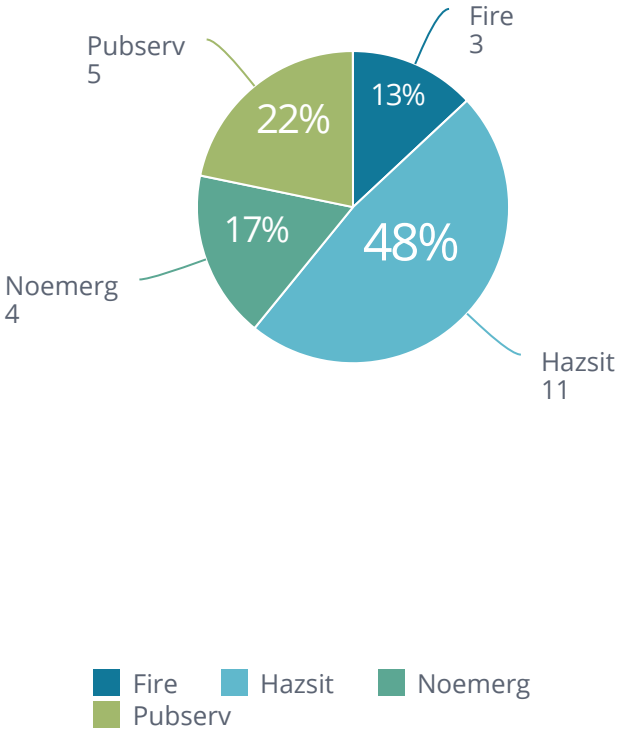
Month End Fire Incidents

Locked Incidents
23

Month End Total Fire Incidents



Month End Fire Incidents by type



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

November 4, 2026, at 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chair Daylen Howard at 7:33 A.M.

ROLL CALL: Taken by Lizzie Fredrick

PRESENT: Chair Daylen Howard, Vice-Chair Lance Omer, Mayor Robert J. Teich Jr., Colin McCallum, Jill Davis, Karen Parzych, and Jon Moore. Bill Gilbert arrived at 7:39 a.m., Josh Ardelean arrived at 7:55 a.m., and McCallum left at 7:59 a.m.

ABSENT: None

STAFF PRESENT: Lizzie Fredrick and Kevin Lenkhart

AGENDA:

MOVED BY MOORE SUPPORTED BY MCCALLUM TO APPROVE THE NOVEMBER 4, 2026, OWOSSO MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.
AYES: ALL
MOTION CARRIED

MINUTES:

MOVED BY MOORE, SUPPORTED BY DAVIS TO APPROVE THE OCTOBER 14, 2026, OWOSSO MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING MINUTES.
AYE: ALL
MOTION CARRIED

PUBLIC COMMENTS: None

REPORTS: Fredrick reviewed the Check Disbursement, Revenue & Expenditure, Revolving Loan Fund Cash Summary, and Revolving Loan Fund Inventory Reports.

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

ITEMS OF BUSINESS:

1. **2027 OMS & DDA Meeting Schedule:** Fredrick presented the proposed 2027 meeting schedule for the Board and noted that the May 2027 meeting was not scheduled for the first Wednesday of the month so the Board can attend the National Main Street Conference in Detroit.

   MOVED BY MOORE, SUPPORTED BY PARZYCH TO ADOPT THE 2027 OWOSSO MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY MEETING SCHEDULE AS PRESENTED.
   AYE: ALL
   MOTION CARRIED

2. **2026 Community Survey Results:** Fredrick presented a 2024-2026 Survey Result Comparison Report and a summary report for the 2026 survey results.

DRAFT

Fredrick noted that both reports and the full survey results from 2026 and 2024 are published on DowntownOwosso.org.

Board discussed percentage improvements to respondents saying that downtown is improving or holding its own.

COMMITTEE UPDATES:

1. **Promotion:** Davis shared the Committee's discussions regarding the Tour Owosso platform.

2. **Organization:** Moore announced the 2026 Volunteer Appreciation Party will be at Niche on February 23, 2027.

   Moore noted that the Committee is recommending the Main 5 Communication Plan for the 2027 Technical Assistance Service from Michigan Main Street.

3. **Economic Vitality:** Howard announced Metro Mortgage as the November Business of the Month and reminded the Board of the Main Street Meetup at Etcetera on November 10th.

4. **Design:** Fredrick provided updates on fall and winter décor.

DIRECTOR UPDATES: Fredrick introduced Public Safety Director Kevin Lenkart.

Lenkart provided updates on downtown parking enforcement, the Steam Railroading Institute, and the Curwood Festival.

BOARD COMMENTS: Parzych, Moore, and Ardelean provided suggestions on promoting downtown businesses to the Steam Railroading Institute's North Pole Express attendees.

ADJOURNMENT:

MOVED BY OMER SUPPORTED BY DAVIS TO ADJOURN AT 8:25 A.M.
AYES: ALL
MOTION CARRIED

NEXT MEETING DECEMBER 2, 2026.

DRAFT

MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Wednesday, October 21, 2026, at 6:00 p.m.
City Hall Council Chambers

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

ROLL CALL: Taken by Nathan Henne
PRESENT: Chairperson Steven Teich, Vice-Chair Lance Omer, Commissioner Sean Harrington, Commissioner William Byrne, and Commissioner Jeff Ferweda
ABSENT: Commissioner Erin Powell

STAFF IN ATTENDANCE: Nathan Henne

AGENDA APPROVAL: October 21, 2026
MOTION FOR APPROVAL OF THE AGENDA BY FERWEDA. SECONDED BY HARRINGTON.
AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: September 16, 2026
MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY HARRINGTON. SECONDED BY BYRNE.
AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None

PUBLIC COMMENTS: None

COMMITTEE REPORTS: None

PUBLIC HEARINGS: None

ITEMS OF BUSINESS:
1. **Resolution Approving the Preliminary Historic District Study Committee Report — Carnegie Library Boundary Expansion**

Henne presented the preliminary study committee report prepared by Ferweda and Powell and noted minor corrections, including an incomplete sentence on page 2, before transmittal to the Planning Commission and SHPO.

Henne stated that the Commission will hold a public hearing at least 60 days after transmittal, in November or December.

The Commission discussed the property's eligibility under National Register Criteria A and C.

MOTION TO APPROVE THE RESOLUTION APPROVING THE PRELIMINARY HISTORIC DISTRICT STUDY COMMITTEE REPORT FOR THE CARNEGIE LIBRARY BOUNDARY EXPANSION, WITH THE CORRECTION TO PAGE 2, MADE BY FERWEDA. SECONDED BY HARRINGTON.
AYES ALL. MOTION CARRIED.

2. **Resolution Supporting Shiawassee District Library Certified Local Government Grant Application — 621 W Oliver Street**

Henne reviewed the annual Certified Local Government grant application, due February 5, for porch, chimney, masonry, and handrail repairs. The grant is capped at $50,000, with the match paid by the library.

MOTION TO APPROVE THE RESOLUTION SUPPORTING THE SHIAWASSEE DISTRICT LIBRARY'S CERTIFIED LOCAL GOVERNMENT GRANT APPLICATION FOR 621 W OLIVER STREET, MADE BY OMER. SECONDED BY BYRNE.
AYES ALL. MOTION CARRIED.

PUBLIC COMMENTS: None

BOARD COMMENTS:

Henne reported that the 123 N Washington Street development agreement will go to City Council on November 2 and that the developer will update the Commission in February.

Henne reported that the HDC and DDA recommendations on the Vacant Building Registration Ordinance will both be presented to City Council on November 2.

NEXT MEETING: November 18, 2026

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 6:16 P.M.

OWOSSO HISTORICAL COMMISSION

Regular Meeting of the Owosso Historical Commission

Draft Minutes of November 10, 2026 – 6:00 P.M. at

Shiawassee District Library – New Facility

PRESIDING OFFICER: Chairman Lance Little

MEMBERS PRESENT: Commissioners Bill Moull, Lorraine Weckwert, Rachel Osmer, Steve Teich, and Vice Chair Debra Adams

MEMBERS ABSENT: Commissioner Rich Collins

CHAIRMAN LITTLE CALLED THE MEETING TO ORDER AT 6:43 P.M. following a tour of the facility

APPROVE AGENDA – November 10, 2026

Motion by Commissioner Teich to approve the agenda as presented, supported by Commissioner Moull.

Approved by voice vote

APPROVE MINUTES – October 20, 2026

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

Approved by voice vote

FINANCIAL REPORTS:

Amy Fuller reviewed the Commission's revenue and expense report. Denice Grace reviewed Castle financials.

ITEMS OF BUSINESS

Display Case Donation: There was discussion on donating two display cases which were previously in the Gould House and are currently in the Commission's storage to the new library facility. The cases are too large to fit in any of the Commission's current properties. There was a motion by Commissioner Teich to make the donation. The motion was supported by Commissioner Weckwert and passed by voice vote.

Scanning documents: There was discussion on scanning documents over the winter. Denice will check and see if Ivan Conger's documents are already scanned and stored with the library.

Question to accept donation: Amy Fuller shared updates on the possible donation of a desk, books, and a pistol. The Commission discussed and would like to follow up on receiving the desk, manuscripts, and books.

Commission Goal Setting: The Commission reviewed goals set two years ago when they hired the Nonprofit Network to help with strategic planning. There has been great progress in many of the areas, and future goals and projects will need to be discussed.

PUBLIC COMMENT PERIOD: None.

COMMISSIONER COMMENTS: Commissioner Moull shared that he had discussed the Historic Church Tour with several church leaders and there is interest in this project. He also shared that the City Manager told City Council at the most recent meeting that the Owosso Time Traveler website had recently been used in the Public Safety Building construction project to identify a building foundation that was located when digging.

Commissioner Little congratulated Denice Grace on being published in the Historic Society of Michigan's magazine and thanked her for writing about Comstock Cabin.

NEXT MEETING: Monday, December 14, 2026, 6:00 p.m.

ADJOURNMENT

Chairman Little adjourned the meeting at 7:28 p.m.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

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

October 27, 2026 4:30 P.M. W.W.T.P.

1. Roll (4:30 P.M.)
   Members Present: R. Suchanek, A. Holek, L. Walker
   Alternates Present: G. Schultz
   Others Present: T. Guysky, WWTP Superintendent/Board Secretary
   S. Devota, WWTP Asst. Superintendent
   B. Langtry, Owosso Twp/Caledonia Twp Utility Authority

2. Agenda Approval: Motion by Holek to approve agenda as presented. Support by Schultz. No discussion. Motion carries 4-0.

3. Minutes of the May 26, 2026 meeting: Motion by Holek to approve the May 26, 2026 meeting minutes. Support by Suchanek. No Discussion. Motion carries 4-0.

4. Secretary's Report:
   a) Plant Performance Summary (May 2026-September 2026): Guysky noted full compliance for the May-September 2026 period. There were a few days with higher effluent Ammonia concentrations due to Phase I construction operation requirements, but no limitation exceedences.

   b) Plant Operations and Staffing: Guysky noted efficient plant operations with excellent removal numbers. The planned bypass pumping during the final stages of the Phase I construction was not necessary. The SCADA system has been operating the plant independent of staff involvement for the past 8 weeks, and beginning November 1, the overnight shift will be unstaffed. The SCADA system will initiate phone calls to supervision if any emergency conditions arise, and union personnel will be dispatched accordingly. Staffing levels will remain as is, with existing 3rd shift staffers moved one to 1st shift and the other to 2nd shift. Guysky also introduced the new WWTP Assistant Superintendent Sam Devota and Sam briefly discussed his background with the Board.

   c) WWTP Project Updates: Guysky updated the Board on the current projects. Final SCADA implementation is almost finished and that will complete the Phase I project, though one more change order is being considered for the remaining funds. Guysky discussed energy savings that have resulted from the new equipment implementation. The Secondary Clarifier project has been completed. The Nitrification Tower rebuild project begins in two weeks, and Suchanek discussed energy savings that will result from the tower operation going forward. Guysky described an upcoming project for replacing the auxiliary roofs (headworks building, sludge thickener building, admin building, shop)

which also includes a complete rehab of the screening room items that have been severely compromised due to the Hydrogen Sulfide issue that has been discussed over the past several years. Part of the rehab process will be the addition of a Hydrogen Sulfide mitigation system at least in the screening room. The City is waiting for the final engineering proposal for this project and the WWTP Replacement Fund will be used for funding.

5. Old Business:
   NONE

6. New Business:
   a) MAHL/Local Limits Study: Guysky described the Maximum Allowable Headworks Loading (MAHL) study that was started last week. Calculated values derived from sampling and analytical data could result in existing sewer use ordinance local limitations modifications, which would require ordinance updates from each service unit. The City will keep the service units updated.

7. Citizens'/Members' Comments:
   NONE

8. Adjourn: Motion to adjourn by Schultz. Support by Walker. No discussion. Motion carries 3-0. Meeting adjourned at 5:18 p.m.

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