



OWOSSO HISTORICAL COMMISSION

September 8, 2025, at 6:00 p.m. at Owosso City Hall

Call to order:

Roll Call

Present:

Absent:

Agenda and Minutes:

Motion to approve August 11, 2025, minutes

Motion to approve September 8, 2025, agenda

Agenda Items:

Time Traveler Website

Curwood Clock Donation

Castle Railing

Transfer of yearbooks, Michigan Historic Review, and city directories

Committee Reports

Building and Grounds Committee:

Historic Appreciation Committee:

Home Tour Committee:

Educating our Youth Committee:

Financial Report

Revenue and Expense Report by A. Fuller

Castle Financial Report by D. Grace

Public Comment

Commissioner Comment

Next Meeting: Tuesday, October 14, 2025

Adjourn



Regular Meeting of the Owosso Historical Commission

Minutes of August 11, 2025 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Chairman Lance Little

MEMBERS PRESENT: Commissioners Elaine Greenway, Bill Moull, Robert Hooper, Steven Teich,

MEMBERS ABSENT: Commissioners Christopher Owens and Debra Adams

CHAIRMAN LITTLE CALLED THE MEETING TO ORDER AT 6:00 P.M.

APPROVE MINUTES – July 14, 2025

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

Approved by voice vote

APPROVE AGENDA – August 11, 2025

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

Approved by voice vote

ITEMS OF BUSINESS

Cabinets for air conditioning units: The Commission discussed the quote from JP Kulhanek and Sons for custom cabinetry. Motion by Commissioner Teich to approve up to \$6,000 for cabinets at Curwood Castle. Supported by Commissioner Hooper, passed by voice vote.

Painting purchase: The Commission has been approached to purchase a painting related to a Curwood book. There was a discussion on the painting. The Commission requested that staff follow up with the individual about having an appraisal done on the painting.

COMMITTEE REPORTS

Building and Grounds Committee: Amy Fuller reported on the roof, stucco, and window contractors that have been contracted.

Historic Appreciation Committee: Commissioner Little reported that the Committee would like to work on something similar to the UP Time Traveler project, add to the Paymaster display, create a historical calendar, and set up a meeting at Amy's office to go over books from the Gould House

The Home Tour Committee: Committee members will be visiting the Marshall, MI, home tour to gather best practices.

Educating our Youth Committee: Meets in September

FINANCIAL REPORTS:

Amy Fuller reviewed the Commission's revenue and expense report.

Denice Grace reported on the July numbers for Curwood Castle.

PUBLIC COMMENT PERIOD:

Amy Fuller reminded the Commission about grant opportunities.

COMMISSIONER COMMENTS

NEXT MEETING: Monday, September 8, 2025, 6:00 p.m.

ADJOURNMENT

Chairman Little adjourned the meeting at 7:15 p.m.

Respectfully submitted by:

Amy Fuller, Assistant City Manager



MEMORANDUM

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

DATE: September 5, 2025

TO: Owosso Historical Commission

FROM: Amy Fuller, Assistant City Manager

SUBJECT: Donation of books

RECOMMENDATION:

The Historical Appreciation Committee recommends donating several books.

BACKGROUND:

The Commission has a collection of 32 Michigan Historic Review books, the oldest of which is from 1997. The Committee recommends donating the Michigan Historic Review books to the Shiawassee District Library.

The Commission has a collection of Owosso High School yearbooks. The Committee recommends donating years, 1926, 1937, 1948, 1952, 1953, 1954, 1955, and 1968 to the Owosso Public Schools. This donation would provide the school district with a complete set. The Committee recommends donating the remaining Owosso High School yearbooks to the Shiawassee District Library to make them available to the public. If approved by the Commission, this action would require City Council approval due to the age of the books.

The Commission also has 27 city directories ranging from 1962 to 1988. The Committee recommends donating these directories to the Shiawassee District Library to make them available to the public. If approved by the Commission, this action would require City Council approval due to the age of the books.



RareFusion MFG

Dillon Phelps
6438 E Bennington Rd,
Durand MI
48429
989-332-3877
<https://Rarefusionmfg.com>
dillon@rarefusionmfg.com

ESTIMATE
EST0128

DATE
05/29/2025

TOTAL
USD \$2,178.00

TO

City of Owosso

amy.fuller@ci.owosso.mi.us

DESCRIPTION	RATE	QTY	AMOUNT
Interior wall mounted grab rails total QTY 4 wall mounted steel railings. Hand hammered to provide period correct aesthetic. black patina. Installed.	\$2,178.00	1	\$2,178.00
SUBTOTAL			\$2,178.00
TAX			\$0.00
TOTAL			USD \$2,178.00

Payment due on completion unless otherwise discussed.
No warranty or guarantee on crack repairs or designs provided by customer.
3.5% credit card fee on all credit card payment.
If customer provided equipment is deemed Inadequate use of own equipment will be prorated.
No warranty on concrete modifications.

August 2025 Curwood Castle Gift Shop Report

Item	Price	# Sold	Square	Cash
Blueprint T-shirt Child L	\$15.00			
New Castle T-Shirt - Adult S	\$15.00	5		\$75.00
New Castle T-Shirt - Adult M	\$15.00	3		\$45.00
New Castle T-Shirt - Adult Large	\$15.00	4	\$30.00	\$30.00
New Castle T-Shirt - Adult X Large	\$15.00	3	\$30.00	\$15.00
New Castle T-Shirt - Adult 2XL	\$17.00	1	\$17.00	
New Castle T-Shirt - Adult 3XL - 5 XL	\$17.00	1		\$17.00
Book- Bear - reprint	\$12.00			
Book - Kazan - Reprint	\$12.00	4	\$12.00	\$36.00
Books -Vintage	\$12-\$20	22	\$144.00	\$132.00
Book -My Adventure to Curwood Castle	\$10.00			
Book - Mystery at Curwood Castle	\$10.00	1	\$10.00	\$10.00
Coaster - Curwood Statue	\$4.00			
Souvenir Book - Gray	\$5.00	14	\$20.00	\$50.00
Glasses - Comstock Cabin	\$5.00			
Glasses - Curwood Home	\$5.00			
Glasses - Gould House	\$5.00			
DVD - The Bear	\$20.00			
Postcards	\$1 / \$5	9	\$1.00	\$8.00
Curwood Castle Teddy Bear	\$10.00	2	\$10.00	\$10.00
Mary Anderson Watercolor print	\$10.00	1		\$10.00
Richard Harsh Curwood Castle Park Drawing	\$10.00	1	\$10.00	
Castle magnets	\$5.00	13	\$25.00	\$40.00
Stickers	\$2.00	14	\$16.00	\$12.00
Ornament/glass block	\$10.00	4	\$10.00	\$30.00
TOTALS			\$335.00	\$520.00

Curwood Castle Financial Report - August 2025

			Cash		Square			
Date	Adults	Kids	Admits	Gift Shop	Admits	Gift Shop	Donations	Totals
8/1/2025	16	4	\$61.00		\$27.00			
8/2/2025	49	7	\$162.00	\$36.00	\$97.00	\$19.00		
8/3/2025	16	2	\$50.00	\$55.00	\$34.00			
8/4/2025								
8/5/2025	12		\$20.00		\$40.00			
8/6/2025	16	2	\$40.00		\$44.00			
8/7/2025	46	11	\$123.00	\$45.00	\$7.00	\$5.00		
8/8/2025	13	1	\$20.00		\$47.00			
8/9/2025	20	4	\$88.00	\$116.00	\$20.00	\$17.00		
8/10/2025	22	6	\$92.00	\$51.00	\$30.00			
8/11/2025								
8/12/2025	11		\$45.00	\$12.00	\$10.00	\$121.00		
8/13/2025	3		\$15.00	\$41.00		\$15.00		
8/14/2025	16	3	\$47.00	\$10.00	\$44.00	\$32.00		
8/15/2025	29	5	\$119.00	\$10.00	\$15.00			
8/16/2025	30	5	\$123.00		\$37.00			
8/17/2025	24	3	\$111.00		\$15.00	\$4.00		
8/18/2025								
8/19/2025	16	3	\$30.00	\$24.00	\$56.00			
8/20/2025	9	3	\$51.00			\$15.00		
8/21/2025								
8/22/2025	24	10	\$85.00		\$42.00			
8/23/2025	13		\$55.00		\$10.00	\$21.00		
8/24/2025	19	2	\$62.00		\$37.00			
8/25/2025								
8/26/2025	14	4	\$68.00	\$10.00	\$10.00			
8/27/2025	4	2	\$14.00		\$10.00			
8/28/2025	8		\$30.00	\$10.00	\$10.00			
8/29/2025	18		\$80.00	\$22.00	\$10.00	\$59.00		
8/30/2025	32	8	\$125.00	\$56.00	\$36.00	\$27.00		
8/31/2025	16	4	\$51.00	\$22.00	\$37.00		\$47.00	
Cash Total			\$1,767.00	\$520.00			\$47.00	\$2,334.00
Credit Total					\$725.00	\$335.00		\$1,060.00
Totals	496	89						\$3,394.00

PERIOD ENDING 09/30/2025

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

		2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 09/30/2025 INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE	% BDGT USED
Fund 297 - HISTORICAL FUND						
Revenues						
Dept 000 - REVENUE						
297-000-643.000	SALES	3,000.00	2,708.00	0.00	292.00	90.27
297-000-665.000	INTEREST INCOME	10,000.00	977.71	0.00	9,022.29	9.78
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,000.00	0.00	0.00	1,000.00	0.00
297-000-674.100	PRIVATE DONATIONS	19,000.00	4,258.00	0.00	14,742.00	22.41
297-000-699.101	TRANFERS FROM GENERAL FUND	21,500.00	0.00	0.00	21,500.00	0.00
Total Dept 000 - REVENUE		54,500.00	7,943.71	0.00	46,556.29	14.58
TOTAL REVENUES		54,500.00	7,943.71	0.00	46,556.29	14.58
Expenditures						
Dept 797 - HISTORICAL COMMISSION						
297-797-702.200	WAGES	19,500.00	3,901.53	812.76	15,598.47	20.01
297-797-715.000	SOCIAL SECURITY (FICA)	1,492.00	298.47	62.18	1,193.53	20.00
297-797-717.000	UNEMPLOYMENT INSURANCE	20.00	0.00	0.00	20.00	0.00
297-797-719.000	WORKERS' COMPENSATION	51.00	9.21	1.96	41.79	18.06
297-797-728.000	OPERATING SUPPLIES	200.00	300.00	0.00	(100.00)	150.00
297-797-729.000	FINANCIAL INSTITUTION FEES	1,200.00	128.53	0.00	1,071.47	10.71
297-797-810.000	INSURANCE & BONDS	3,172.00	1,567.12	0.00	1,604.88	49.40
297-797-818.500	AUDIT	608.00	0.00	0.00	608.00	0.00
297-797-930.000	BUILDING MAINTENANCE	2,400.00	960.00	0.00	1,440.00	40.00
297-797-961.000	MISCELLANEOUS	1,000.00	566.50	0.00	433.50	56.65
Total Dept 797 - HISTORICAL COMMISSION		29,643.00	7,731.36	876.90	21,911.64	26.08
Dept 798 - CASTLE						
297-798-702.200	WAGES	0.00	230.78	47.26	(230.78)	100.00
297-798-715.000	SOCIAL SECURITY (FICA)	0.00	17.29	3.38	(17.29)	100.00
297-798-718.200	DEFINED CONTRIBUTION	0.00	10.55	1.16	(10.55)	100.00
297-798-719.000	WORKERS' COMPENSATION	0.00	10.30	2.25	(10.30)	100.00
297-798-728.000	OPERATING SUPPLIES	5,000.00	153.11	0.00	4,846.89	3.06
297-798-920.000	UTILITIES	5,425.00	888.29	0.00	4,536.71	16.37
297-798-930.000	BUILDING MAINTENANCE	10,000.00	150.00	0.00	9,850.00	1.50
297-798-940.000	EQUIPMENT RENTAL - BUILDING MAINTENANCE	1,000.00	643.73	0.00	356.27	64.37
297-798-976.000	BUILDING ADD & IMPROVEMENTS	0.00	13,458.72	0.00	(13,458.72)	100.00
Total Dept 798 - CASTLE		21,425.00	15,562.77	54.05	5,862.23	72.64
Dept 799 - GOULD HOUSE						
297-799-940.000	EQUIPMENT RENTAL	0.00	12.95	0.00	(12.95)	100.00
Total Dept 799 - GOULD HOUSE		0.00	12.95	0.00	(12.95)	100.00
Dept 800 - COMSTOCK/WOODARD						
297-800-930.000	BUILDING MAINTENANCE	3,000.00	107.76	0.00	2,892.24	3.59
Total Dept 800 - COMSTOCK/WOODARD		3,000.00	107.76	0.00	2,892.24	3.59

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
PERIOD ENDING 09/30/2025

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

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	09/30/2025	MONTH 09/30/2025	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 297 - HISTORICAL FUND								
Expenditures								
TOTAL EXPENDITURES		54,068.00	23,414.84	930.95		30,653.16		43.31
Fund 297 - HISTORICAL FUND:								
TOTAL REVENUES		54,500.00	7,943.71	0.00		46,556.29		14.58
TOTAL EXPENDITURES		54,068.00	23,414.84	930.95		30,653.16		43.31
NET OF REVENUES & EXPENDITURES		432.00	(15,471.13)	(930.95)		15,903.13		3,581.28

CASH SUMMARY BY FUND FOR CITY OF OWOSSO
FROM 07/01/2024 TO 09/04/2025
FUND: 297
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2024	Total Debits	Total Credits	Ending Balance 09/04/2025
297	HISTORICAL FUND	58,420.25	725,102.63	626,419.87	157,103.01

August 2015 - 2024 Monthly Comparison Report

	Visitors	Revenue	gift shop	Rentals	donations	totals
2015	399	\$1,491.00	\$486.00		\$143.00	\$2,120.00
2016	402	\$1,379.00	\$309.00		\$75.00	\$1,763.00
2017	536	\$1,523.00	\$619.00		\$60.00	\$2,678.00
2018	539	\$2,160.00	\$566.00		\$52.00	\$2,778.00
2019	880	\$2,172.00	\$527.00		\$105.00	\$2,804.00
2021	424	\$1,797.00	\$572.00		\$95.00	\$2,464.00
2022	955	\$2,469.00	\$434.00		\$99.00	\$3,002.00
2023	703	\$2,358.00	\$576.00	\$350.00	\$850.00	\$4,134.00
2024	760	\$2,659.00	\$489.00		\$37.00	\$3,185.00
2025	885	\$2,492.00	\$855.00		\$47.00	\$3,394.00