



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085

CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, JUNE 5, 2023, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. WASTEWATER TREATMENT PLANT RECOGNITION
3. CONSENT AGENDA
 - Approval of the Agenda.
 - Approve and place on file the minutes of the May 15, 2023 Regular and Closed Session City Council meetings.
 - Authorize payment of invoices in the amount of \$333,210.35.
4. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

IF YOU WISH TO ADDRESS AN AGENDA ITEM, PUBLIC COMMENT FOR EACH ITEM WILL OCCUR AFTER THE INITIAL INFORMATION IS SHARED ON THE MATTER AND INITIAL DELIBERATIONS BY THE PUBLIC BODY. PUBLIC COMMENT WILL OCCUR BEFORE A VOTE ON THE AGENDA ITEM OCCURS.
5. OLD BUSINESS
 - a. Master Plan Update
6. NEW BUSINESS
 - a. Resolution 13-23 – Compensation Commission
 - b. Road Closure – River Trail Triathlon
 - c. Facility Janitorial/Cleaning Services
7. BOARD/COMMISSION REPORTS
8. MANAGER'S REPORT
9. APPOINTMENTS
10. COUNCIL COMMENTS
11. ADJOURNMENT

NOTE: Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be allowed five (5) minutes maximum to address the Council. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Council.



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Lowell, Michigan 49331
Phone (616) 897-8457
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www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council
FROM: Michael Burns, City Manager
RE: Council Agenda for Monday, June 5, 2023

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5. OLD BUSINESS

- a. Master Plan Update. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve the Master Plan Proposal with Williams and Works at a cost not to exceed \$48,596.00.

6. NEW BUSINESS

- a. Resolution 13-23 – Compensation Commission. City Manager Michael Burns provided a memo.

Recommended Motion: City Administration will not provide a recommendation on this item.

- b. Road Closure – River Trail Triathlon. Grant Hengesbach provided a memo.

- c. Facility Janitorial/Cleaning Services. Public Works Director Daniel Czarnecki provided a memo.

Recommended Motion: That the Lowell City Council approve the bid/award for facility janitorial/cleaning services to Corporate Cleaning and Facility Services, Ada, MI, as outlined in the bid Proposal A, for a yearly cost of \$30,420 (\$585/wk), plus Proposal B semi-annual deep cleaning for \$10,522/yr, for a total yearly cost of \$40,942.00, for a three-year period (June 6, 2023 through June 30, 2026).

7. BOARD/COMMISSION REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, MAY 15, 2023, 7:00 P.M.**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL.

Mayor DeVore called the Meeting to order at 7:00 p.m. and City Clerk Sue Ullery called roll.

Present: Councilmembers Marty Chambers, Leah Groves, Cliff Yankovich, Jim Salzwedel and Mayor DeVore.

Absent: None.

Present: City Clerk Sue Ullery, DPW Director Dan Czarnecki, City Manager Michael Burns, General Manager of Lowell Light & Power Charlie West, and Lowell Police Aubrey Culver.

2. CONSENT AGENDA.

- Approval of the Agenda as amended.
- Approve and place on file the minutes of the May 01, 2023 Regular and Closed Session City Council meetings.
- Authorize payment of invoices for \$223,583.59.

IT WAS MOVED BY SALZWEDEL and seconded by GROVES to approve the consent agenda as amended.

YES: Councilmember Groves, Mayor Devore, Councilmember Yankovich, Councilmember Chambers, and Councilmember Salzwedel.

NO: None.

ABSENT: None.

MOTION CARRIED.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

There were no comments.

4. OLD BUSINESS

There was no old business.

5. NEW BUSINESS

a. Fire Department Update.

Chief Shannon Witherell gave updates on the fire departments new ISO scoring. They have made huge improvements and resulted in better scoring. Explained what they are working on to continue to improve the department and many of their systems.

b. Lowell Light & Power Budget Presentation.

Charlie West with Lowell Light & Power gave a power point presentation of their budget.

c. Compensation Committee Report.

Roger LaWarre provided background and presented the Compensation Committee report. He also thanked the committee who worked hard on preparing the report.

d. Planning Commission Yearly Update.

Chair of Planning Commission Bruce Barker provided an update and commended the commissioners for their hard work and years of service. Barker challenged the City of Lowell residents to participate in revising the master plan.

e. Public Hearing – WTP and WWTP.

Mayor DeVore opened the Public Hearing.

City Manager Michael Burns noted we have grant opportunities we are working on but at this time, we are still in the conceptual stage. We do not know if they will or will not happen. The chances of us getting this type of funding is not great as we are not depressed enough, but we are still going to pursue it.

Brandon Mieras with Williams and Works then explained the intent for applying with EGLE and what we need for the future in both the water and waste water plants. Headboards are the first priority in replacing.

Dennis Kent who resides at 1700 Faith Drive spoke regarding the growth of Lowell Township and their need for the growth of the water and waste water plants. Expressed his concern for the City residents paying increasing rates because of this and maybe to consider having different rate-pay scales for the city residents verses the growing township residents. Kent also questioned whether we have a limit on adding new Township water customers and subdivisions.

Both the City Manager Michael Burns and Planning Commissioner Chair Bruce Barker stated they do have a limit and that the Township has turned down some projects. There is a ban on developments over 15 homes.

Mayor DeVore then closed the Public Hearing.

f. Public Hearing – 2023/2024 Annual Budget – Resolution 11-23.

Mayor DeVore opened the Public Hearing for the budget.

City Manager said we went through all this at the worksession budget meeting. There have been no changes since then.

Perry Beachum who resides at 724 Riverside Drive asked if the Resolution 11-23 includes the budget for Lowell Light & Power and the capital improvements.

No other comments.

Mayor DeVore closed the public hearing.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS that Lowell City Council approve Resolution 11-23 as presented.

YES: Councilmember Salzwedel, Councilmember Yankovich, Councilmember Chambers, Councilmember Groves and Mayor DeVore.

NO: None.

ABSENT: None.

MOTION CARRIED.

g. Resolution 12-23 – Hazard Mitigation Plan.

City Manager read his memo stating Kent County has completed and adopted the new 5-Year Hazard Mitigation Plan in conjunction with the City of Grand Rapids and Ottawa County. Local units are required to adopt a hazard mitigation plan to make them eligible for federal assistance should there ever be a disaster in our community that receives a Presidential declaration. It is also prerequisite to receive any FEMA Hazard Mitigation grants.

IT WAS MOVED BY YANKOVICH and seconded by GROVES that the Lowell City Council approve Resolution 12-23 for the City of Grand Rapids, Kent & Ottawa County Hazardous Mitigation Plan as presented.

YES: Councilmember Yankovich, Councilmember Groves, Mayor DeVore, Councilmember Chambers, and Councilmember Salzwedel.

NO: None

ABSENT: None.

MOTION CARRIED.

h. Cancellation of July 3, 2023 City Council Meeting.

It was a general consensus to close City Hall and to cancel the meeting for Monday, July 3, 2023.

6. BOARD/COMMISSION REPORTS.

Councilmember Salzwedel stated at Lowell Light & Power, Perry Beachum and Daniel Crawford stated that they would like to continue to serve on the board. Ryan Teachworth is celebrating his 7-year anniversary at LL&P and Emily Mackie celebrated her 2 year at Lowell Light & Power. We did have an Arbor Board meeting today. Next meeting is June 5, 2023, and we will bring back the draft tree ordinance. Then we will bring to council on June 19, 2023. There is concern about always getting a quorum for Arbor Board as we have tried to accommodate different times to hold the meeting. Currently Arbor Board meetings are being held at 8:00 am.

Councilmember Groves stated the Park & Rec meeting was cancelled for this month. The Chamber of Commerce did a lunch and learn that 22 people attended.

7. **CITY MANAGERS REPORT.**

City Manager Michael Burns went over the following:

- Thursday evening we had our community meeting for Monroe Street project. It was about an hour long and was well attended. Had many good questions. People are becoming more informed about what is going to happen.
- Working on our application for Washington Street project. Hopefully in the next couple weeks, we can get that squared away.
- Should be ready to go out for bids in the next week or two for Grindle and Shepard. Dan is working on that.
- Dan Czarnecki and I are working with Cody Chambers and Teresa Mundt from Rotary. Planning to restore Creekside Kingdom. Will be writing a spark grant on their behalf through the State of Michigan and they will be doing some fundraising as well.
- In regards to the guidelines we were looking for at the last meeting for special events, the City Attorney and I are working on that. We did not get any responses back from any other community on their guidelines.
- Our custodian notified us that she is retiring at the end of the month, so Dan Czarnicki put a janitorial service RFP out and the deadline for that is May 30, 2023.
- We will have a special meeting on June 5, 2023 at 5:30. Representatives from Flock Safety will be coming to do a presentation on cameras. We did invite the Downtown Development Authority as we are asking for funds from them for some of the cameras.
- Lew Bender will be here, Monday, June 12, 2023 at 5:30 at the Fire Station.
- Chief Hurst did inform me that we did receive a permit request for the memorial day parade on Memorial Day and I believe Chief Hurst will be the speaker this year.

8. **APPOINTMENTS.**

It was a general consensus for Daniel Crawford and Perry Beachum to continue on the Lowell Light & Power Board.

There are 2 vacancies for Arbor Board, Leah Groves and Matthew Silverman resigned.

9. **COUNCIL COMMENTS.**

Councilmember Yankovich thanked City Manager Michael Burns for his great job on the budget and his staff that does their job.

Councilmember Sazwedel will be out of town this year for the parade. Thank you to City Manager and his team for the good work on the budget.

Councilmember Groves thanked City Manager Michael Burns on the budget.

Councilmember Chamber will put on a breakfast for the DPW on May 22, 2023 @ 7:30pm. If you run into the DPW guys, thank them.

Mayor DeVore reached out to a local business seeking a donation for food and they want to fund the entire breakfast. In September at Fallasburg there will be a charity softball game for the police department to play the fire department. Idea is to get a traveling trophy that will go to the winning station. Will have concessions and donations instead of ticket sales and the money we raise will go to whatever charity the team that wins decides.

10. **MOTION TO GO INTO CLOSED SESSION TO DISCUSS LABOR NEGOTITATIONS – For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing. –MCL. 15.268 (1) (c)**

IT WAS MOVED BY GROVES and seconded by CHAMBERS to go into closed session at 8:18 p.m.

YES: Councilmember Chambers, Councilmember Groves, Mayor DeVore, Councilmember Salzwedel, and Councilmember Yankovich.

NO: None.

ABSENT: None.

MOTION CARRIED.

11. **MOTION TO GO BACK INTO OPEN SESSION @ 8:41**

IT WAS MOVED BY CHAMBERS and seconded by GROVES to go back into open session at 8:41 p.m.

YES: Councilmember Chambers, Councilmember Groves, Mayor DeVore, Councilmember Salzwedel, and Councilmember Yankovich.

NO: None.

ABSENT: None.

MOTION CARRIED.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH that the Lowell City Council approve IBEW contract.

YES: Councilmember Chambers, Councilmember Groves, Mayor DeVore, Councilmember Salzwedel, and Councilmember Yankovich.

NO: None.

ABSENT: None.

MOTION CARRIED.

IT WAS MOVED BY YANKOVICH and seconded by GROVES that the Lowell City Council approve Police contract.

YES: Councilmember Yankovich, Councilmember Chambers, Councilmember Groves, Mayor DeVore, and Councilmember Salzwedel.

NO: None.

ABSENT: None.

MOTION CARRIED.

12. **ADJOURNMENT.**

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn @ 8:42 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Sue Ullery, Lowell City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. – 11-23
RESOLUTION ADOPTING CITY OF LOWELL ANNUAL
BUDGET FOR FISCAL YEAR 2023-2024, APPROVING
MILLAGE LEVIES, APPROVING SCHEDULE OF RATES
AND FEES AND OTHER MATTERS RELATED THERETO**

Councilmember SALZWEDEL supported by Councilmember CHAMBERS moved the adoption of the following resolution:

WHEREAS, the City Manager has prepared and presented to the City Council at its meeting on April 17, 2023, a proposed complete itemized annual budget for the 2023-2024 fiscal year of the City (the “FY 23-24 Budget”) in accordance with the City Charter, applicable State of Michigan law and applicable federal law and regulations, if any; and

WHEREAS, after the FY 23-24 Budget was presented to the City Council, a copy has been available for public inspection at City Hall at the office of the City Clerk; and

WHEREAS, the City Charter requires that before the FY 23-24 Budget may be considered for adoption by the City Council the City Council shall hold a public meeting; and

WHEREAS, a public hearing on the FY 23-24 Budget, properly noticed as referenced by Section 8.4 of Chapter 8 of the City Charter and Section 2 of Act 43 of the Public Acts of Michigan of 1963, as amended (2nd Ex. Sess.), was held at 7:00 p.m. on May 15, 2023 in the City Council Chambers in City Hall at which time all interested persons were given an opportunity to be heard; and

WHEREAS, the City Charter requires that the City Council adopt a budget for the City for the 2023-2024 fiscal year of the City not later than the first Monday in June, including the amount to be levied in such fiscal year on taxable real and personal property in the City to meet the requirements of the FY 23-24 Budget; and

WHEREAS, in connection with the approval of the FY 23-24 Budget, the City Council desires to approve a schedule of rates and fees to be applicable in the City commencing at the beginning of the City’s 2023-2024 fiscal year.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the FY 23-24 Budget as presented at this meeting, including modifications, if any, made at the time of public hearing and noted in the FY 23-24 Budget document, is hereby adopted.

2. That for the 2023-2024 fiscal year of the City there shall be levied on all taxable real and personal property in the City (a) a general *ad valorem* tax rate of 15.70 mills for general purposes (i.e., administration, fire, police, parks and recreation, etc.), and (b) a general *ad valorem* tax rate of 0.2476 mills for improvements to, and operation of, the public museum. The total 2023-2024

fiscal year City general *ad valorem* tax levy on all taxable real and personal property in the City is 15.9476 mills.

3. That in accordance with the FY 23-24 Budget, the following are the estimated City revenues and expenses for the 2023-2024 fiscal year of the City:

REVENUES

General Fund, \$4,072,068.04
Major Street Fund, \$410,265.00
Local Street Fund, \$865,057.00
Historic District Fund, \$25,000.00
Downtown Development Authority Fund, \$955,000.00
Building Inspectors Fund, \$60,000.00
Designated Contributions Fund, \$13,400.00
Airport Fund, \$77,300.00
Wastewater Fund, \$1,309,386.90
Water Fund, \$1,340,103.01
LCTV Fund, \$105,000.00
Light and Power Fund, \$10,736,474
Data Processing Fund, \$122,406.00
Equipment Fund, \$238,500.00
Lee Fund, \$4,000.00
Look Fund, \$46,500.00

APPROPRIATIONS

General Fund, \$4,008,797.99
Major Street Fund, \$425,313.19
Local Street Fund, \$898,212.59
Historic District Fund, \$25,000.00
Downtown Development Authority Fund, \$1,241,066.05
Building Inspectors Fund, \$54,000.00
Designated Contributions Fund, \$52,150.00
Airport Fund, \$98,000.00
Wastewater Fund, \$1,308,406.28
Water Fund, \$1,335,598.39
LCTV Fund, \$105,000.00
Light and Power Fund, \$11,179,458
Data Processing Fund, \$110,130.00
Equipment Fund, \$331,022.79
Lee Fund, \$4,000.00
Look Fund, \$45,000.00

4. That in a Fund where total appropriations exceed estimated revenue the City has determined that there is sufficient surplus, or undesignated fund balance, in the Fund to meet the requirements of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of Michigan of 1968, as amended ("Act 2").

5. That pursuant to the provisions of Act 2, the City Manager is hereby authorized to make budgetary transfers within the identified fund in the FY 23-24 Budget or between identified activities within a fund. All other budgetary transfers in the FY 23-24 Budget shall be in accordance with Act 2 when City Council approval is required.

6. That the City Manager or his designee(s) is authorized to make expenditures budgeted in the FY 23-24 Budget in accordance with applicable law, ordinances, rules, regulations and policies.

7. That the Schedule of Rates and Fees presented at this meeting is approved to be effective July 1, 2023.

8. That all resolutions or parts of resolutions to the extent of any conflict herewith are rescinded.

YEAS: Councilmembers Salzwedel, Yankovich, Chambers, Groves and Mayor DeVore

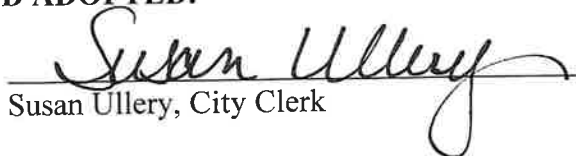
NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

Dated: May 15, 2023


Susan Ullery, City Clerk

CERTIFICATION

I, the undersigned Clerk of the City of Lowell, Michigan (the "City") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, at a meeting held on May 15, 2023 and that public notice of said meeting was given pursuant to and in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: May 15, 2023


Susan Ullery, City Clerk

CITY OF LOWELL
KENT COUNTY, MICHIGAN

RESOLUTION 12-23

**For Adoption of the 2022 Kent County, Ottawa County, and the City of Grand Rapids
Regional Hazard Mitigation Plan**

Councilmember YANKOVICH seconded by Councilmember GROVES moved the adoption of the following Resolution:

The City Council of the City of Lowell, Kent County, Michigan, recognizes the threat that natural hazards pose to people and property within our community; and

Undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

An adopted Multi-Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

The Michigan State Police/Emergency Management Division and Federal Emergency Management Agency, Region V officials have reviewed the Multi-Hazard Mitigation Plan and approved it contingent upon this official adoption of the participating governments and entities;

The City Council of the City of Lowell hereby adopts the 2022 Kent County, Ottawa County, and the City of Grand Rapids Regional Hazard Mitigation Plan (including Lowell, Grand Rapids, and other surrounding communities) and in coordination with the counties of Ottawa and Kent, will submit this Adoption Resolution to the Michigan State Police/Emergency Management Division and Federal Emergency Management Agency, Region V officials to enable the Kent and Ottawa Counties 2022 Hazard Mitigation Plan's final approval.

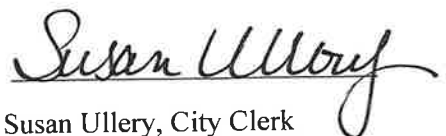
RESOLUTION DECLARED ADOPTED.

YEAS: Councilmembers Yankovich, Chambers, Groves, Mayor DeVore and Councilmember Salzwedel

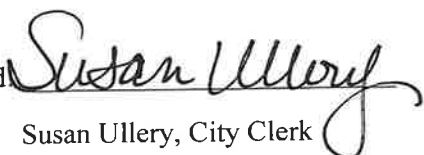
NAYS: None

ABSENT: None

Date: May 15, 2023

Signed: 
Susan Ullery, City Clerk

I hereby certify the foregoing to be a true copy of a resolution adopted at a meeting of the City Council of the City of Lowell on May 15th, 2023.

Signed: 
Susan Ullery, City Clerk

06/02/2023 02:50 PM
User: JVELTKAMP
DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 05/12/2023 - 06/02/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 1/6

Vendor Code	Vendor Name	Invoice	Description	Amount
00581	61ST DISTRICT COURT-TRAFFIC	5/26/23	INTERM BOND - LATRELL JACKSON	120.00
TOTAL FOR: 61ST DISTRICT COURT-TRAFFIC				120.00
00007	ADT SECURITY SYSTEMS, INC.	05/13/23	WTP MONITORING JUNE - AUG	144.21
TOTAL FOR: ADT SECURITY SYSTEMS, INC.				144.21
00015	ALEXANDER CHEMICAL CORP	68057	WTP CHLORINE	64.00
TOTAL FOR: ALEXANDER CHEMICAL CORP				64.00
10816	AMAZON CAPITAL SERVICES			
	11RH-KYQM-6JN1		WTP SUPPLIES	81.03
	13TP-RT4Y-1XL7		WTP SUPPLIES	17.99
	17NP-N3Y1-TN71		WTP SUPPLIES	22.16
	1DJC-D3W3-FVWV		WTP R&M	26.92
	1TKW-G9FL-DPDD		WTP/ WWTP - R&M	42.20
	1WFT-RQRY-4TJ3		DPW SUPPLIES	114.99
	1YWK-3G14-1HW1		WTP SUPPLIES	63.94
TOTAL FOR: AMAZON CAPITAL SERVICES				369.23
10985	APPLIED INNOVATION	2214752	SERVICE CONTRACT COPIER	295.96
TOTAL FOR: APPLIED INNOVATION				295.96
10818	AT&T MOBILITY	05/06/23	FIRSTNET PHONE BILL MAY STATEMENT	1,047.16
TOTAL FOR: AT&T MOBILITY				1,047.16
10974	B & K GRAPHICS INC.	29584	POLICE CAR GRAPHICS	390.00
TOTAL FOR: B & K GRAPHICS INC.				390.00
MISC	BARNETT JOHN & GRETCHEN	PBLC23-0009	REFUND BUILDING PERMIT- 850 HILLSIDE SE CT	180.00
TOTAL FOR: BARNETT JOHN & GRETCHEN				180.00
REFUND UB	BIERI, ROCHELLE	06/02/2023	UB refund for account: 6-01340-2	5.18
TOTAL FOR: BIERI, ROCHELLE				5.18
10822	BLDI ENVIRONMENTAL ENGINEERING	21188	FORMER CITY OF LOWELL LANDFILL	27,373.75
TOTAL FOR: BLDI ENVIRONMENTAL ENGINEERING				27,373.75
CREEKSIDE	CALEB CARLTON	04/15/2023	CREEKSIDE DEPOSIT	50.00
TOTAL FOR: CALEB CARLTON				50.00
02516	CALEDONIA RENT-ALL & SALES	05/12/2	STUMP GRINDER	874.00
TOTAL FOR: CALEDONIA RENT-ALL & SALES				874.00
10698	CHAMBERS JR, MARTIN LEE	04/20/23	MML LANSING FOOD & HOTEL EXPENSES	156.10
TOTAL FOR: CHAMBERS JR, MARTIN LEE				156.10

06/02/2023 02:50 PM

User: JVELTKAMP

DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL

EXP CHECK RUN DATES 05/12/2023 - 06/02/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 2/6

Vendor Code	Vendor Name	Invoice	Description	Amount
10581	CINTAS CORPORATION	9221843348	WATERBREAK COUNTERTOP COOLER AGMT	45.54
TOTAL FOR: CINTAS CORPORATION				45.54
10509	CONSUMERS ENERGY			
	201719869437		ACCOUNT STATEMENT - AIRPORT	34.87
	201897832262		ACCOUNT STATEMENT	70.82
	203499682313		ACCOUNT STATEMENT	219.74
	204122616855		ACCOUNT STATEMENT	367.07
	204300603790		ACCOUNT STATEMENT- GRAHAM BUILDING	303.79
	204567583604		ACCOUNT STATEMENT - AIRPORT	232.86
	205101488471		ACCOUNT STATEMENT	56.64
	205368451280		ACCOUNT STATEMENT	125.65
	205902386531		ACCOUNT STATEMENT	121.84
	205902386533		ACCOUNT STATEMENT- CHAMBER	46.14
	2063471344109		ACCOUNT STATEMENT	29.21
	206436060570		ACCOUNT STATEMENT - LIBRARY	682.24
	206436060571		ACCOUNT STATEMENT	1,158.23
TOTAL FOR: CONSUMERS ENERGY				3,449.10
00126	CRYSTAL FLASH	10452070	AIRPORT REC GASOLINE	1,336.45
TOTAL FOR: CRYSTAL FLASH				1,336.45
00148	DICKINSON WRIGHT PLLC			
	1812078		GENERAL MUICIPAL	4,107.00
	1812079		JOE NELSON / PPO	1,424.50
	60857-0985		SANITARY SEWER RUAL DEVEL. BONDS	27,957.40
	60857-0986		WATER SUPPLY RUAL DEVEL. BOND	27,800.80
TOTAL FOR: DICKINSON WRIGHT PLLC				61,289.70
02035	DIGITAL OFFICE MACHINES, INC.	20718	POLICE COPY MACHINE MONTHLY SERVICE	104.88
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.				104.88
11023	DOLSON WELL SERVICE LLC	5032023	AIRPORT SERVICE CHECK ON WELL	100.00
TOTAL FOR: DOLSON WELL SERVICE LLC				100.00
02538	EARTHWORM DOZING & EXCAVATING INC.	4849	DEMO 990 WASHINGTON HOUSE & FOUNDATION	13,950.00
TOTAL FOR: EARTHWORM DOZING & EXCAVATING INC.				13,950.00
10303	ECO GREEN SUPPLY	32397	GROUNDS SEED MIXTURE	685.11
TOTAL FOR: ECO GREEN SUPPLY				685.11
10927	ENTRANCE TECHNOLOGIES INC	22091	CAMERAS INSTALLATION - RESTROOMS RIVERWALK	1,010.00
TOTAL FOR: ENTRANCE TECHNOLOGIES INC				1,010.00
10761	FANS IN THE STANDS	2172	DPW TEES & HOODIES	540.00
TOTAL FOR: FANS IN THE STANDS				540.00
00787	FERGUSON SUPPLY	038454	PARK R&M	175.17
TOTAL FOR: FERGUSON SUPPLY				175.17

User: JVELTKAMP

EXP CHECK RUN DATES 05/12/2023 - 06/02/2023

DB: Lowell

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Description	Amount
Invoice			
10211	FIRE PROS INC.		
INV-0090279		POLICE FIRE EXTINGUISHER INSPECTION	187.75
TOTAL FOR: FIRE PROS INC.			187.75
10966	GFL ENVIRONMENTAL		
KR0000097411		MAY TRASH OAKWOOD CEMETERY	102.64
KR0000097412		MAY DPW TRASH	236.14
KR0000097413		MAY LIBRARY TRASH	52.16
KR0000097414		MAY TRASH AIRPORT	67.04
TOTAL FOR: GFL ENVIRONMENTAL			457.98
01285	GREAT LAKES PAVING		
9538		ROAD GRADE & ASPHALT - AIRPORT	1,500.00
TOTAL FOR: GREAT LAKES PAVING			1,500.00
11007	GRIZZLY REPAIR LLC		
1029		#8 GATOR	831.00
1036		#8 GATOR	51.00
1037		#6 R&M	351.00
1038		SHOP MAINTENANCE	101.00
1039		#15 R&M	231.00
1040		#107 ASPHALT TRAILER	51.00
1041		#W-20 R&M	551.00
1042		#150 R&M	51.00
1043		#31 LOADER R&M	171.00
1044		SHOP MAINTENANCE	41.00
1045		#11 R&M	551.00
1046		#11 TRUCK	501.00
1047		SHOP MAINT. & ORDER PARTS	51.00
1048		DPW R&M	31.00
1049		#1 PICK UP	551.00
1050		#103 TRASH TRAILER	1,551.00
1051		SHOP MAINTENANCE	151.00
1052		#52 MOWER	1,501.00
1053		SHOP MAINTENANCE	71.00
1054		#W-20 R&M	81.00
1055		#6 PICK UP R&M	31.00
1056		#9 PICK UP R&M	111.00
1057		#11 R&M	71.00
1058		#8 GATOR R&M	701.00
1059		#53 MOWER R&M	1,150.00
1060		#50 PUSH MOWER R&M	201.00
1061		#51 PUSH MOWER R&M	201.00
1062		SHOP MAINTENANCE	101.00
1063		SHOP MAINTENANCE	401.00
1064		#6 PICK UP & #6- 2 BLACKBLADE	341.00
1065		#107 ASPHALT TRAILER	41.00
1066		SHOP MAINTENANCE	41.00
1067		#53 MOWER	701.00
1068		SHOP MAINTENANCE	631.00
1069		#7 FUEL TRUCK R&M	121.00
1070		DPW REPAIRS	801.00
1071		DPW REPAIRS	801.00
1072		DPW SHOP REPAIRS	401.00
1073		#11R&M	251.00
1074		DPW MAINTENANCE WORK	101.00
1075		#80 ROLLER / COMPACTOR	1,501.00
1076		DPW SHOP MAINTENANCE	51.00
1077		#6 PICK UP R&M	201.00
1080		SHOP MAINTENANCE	251.00
TOTAL FOR: GRIZZLY REPAIR LLC			16,673.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
00262	IDEXX DISTRIBUTION CORP.			
	3128174439		WTP SUPPLIES	1,475.78
	3128174440		WTP COLIFORM & E COLI	598.17
TOTAL FOR: IDEXX DISTRIBUTION CORP.				2,073.95
10347	KENT COUNTY ASSESSORS ASSOC.			
	2023		2023 MEMBERSHIP DUES- DEBBIE RASHID	100.00
TOTAL FOR: KENT COUNTY ASSESSORS ASSOC.				100.00
00291	KENT COUNTY ROAD COMMISSION			
	413922		ELECTRIC SIGNAL CHARGERS - APRIL	47.42
TOTAL FOR: KENT COUNTY ROAD COMMISSION				47.42
02209	KERKSTRA PORTABLE, INC.			
	223947		OAKWOOD CEMETERY	250.00
TOTAL FOR: KERKSTRA PORTABLE, INC.				250.00
00316	L.A. TRIM			
	18461		EQUIP #9 R&M	200.00
TOTAL FOR: L.A. TRIM				200.00
00341	LOWELL LIGHT & POWER			
	04/25/23 - 05/25/		ELECTRIC BILL 04/25/23 - 05/25/23	18,543.93
	3714		DICKINSON /COMCAST / SPECTROTEL	746.21
TOTAL FOR: LOWELL LIGHT & POWER				19,290.14
00424	MML WORKERS' COMP FUND			
	10355206		MML POLICY PREMIUM 2023/2024	5,248.00
TOTAL FOR: MML WORKERS' COMP FUND				5,248.00
11022	NSF INTERNATIONAL			
	6531976		WTP - TESTING	500.00
TOTAL FOR: NSF INTERNATIONAL				500.00
10195	O'LEARY PAINT			
	000461523		YELLOW & WHITE TRAFFIC PAINT	646.65
TOTAL FOR: O'LEARY PAINT				646.65
10103	PITNEY BOWES GLOBAL FIN. SRVS LLC			
	06/06/23		POSTAGE	58.39
	3317511507		POSTAGE METER - MAR - JUNE	170.73
TOTAL FOR: PITNEY BOWES GLOBAL FIN. SRVS LLC				229.12
10898	POINT BROADBAND			
	5267-20230517-1		MAY INTERNET SERVICES	423.89
TOTAL FOR: POINT BROADBAND				423.89
00506	POSTMASTER			
	05/31/23		MAILING WATER AND SEWER BILLS	512.64
TOTAL FOR: POSTMASTER				512.64
00512	PREIN & NEWHOF, INC.			
	107071		DPW R&M	54.00
TOTAL FOR: PREIN & NEWHOF, INC.				54.00
11024	RADER, BRIAN			
	05/16/23		HSA CORRECTION	100.00
TOTAL FOR: RADER, BRIAN				100.00

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10953	RASHID, DEBRA 06/02/23	MAA 2023 SUMMER CONFERENCE REGISTRATION/ HOTEL	434.09
TOTAL FOR: RASHID, DEBRA			434.09
11025	RG ENTERPRISES 2103	REPAIR CITY HALL ROOF AND HVAC	450.00
TOTAL FOR: RG ENTERPRISES			450.00
10651	RIVERSIDE OUTDOOR POWER LLC 11/14	MOWER DECK #2 REPAIR	434.26
	11/14/2022	SWISHER MOWER DECK #1	398.67
	11/14/22	2022 GRAVELY R&M	260.57
	11-14-22	SWISHERS MOWER DECK REPAIR #3	285.83
TOTAL FOR: RIVERSIDE OUTDOOR POWER LLC			1,379.33
02461	ROTARY CLUB OF LOWELL 06/01/23	ANNUAL DUES - MIKE BURNS & SUE ULLERY	1,200.00
TOTAL FOR: ROTARY CLUB OF LOWELL			1,200.00
00827	RS TECHNICAL SERVICES, INC. 24075	WTP R&M	1,387.10
TOTAL FOR: RS TECHNICAL SERVICES, INC.			1,387.10
10378	RUESINK, KATHIE 585011	CLEANING SERVICE - MAY	600.00
	585015	CLEANING SERVICE - 2 WEEKS IN MAY	960.00
TOTAL FOR: RUESINK, KATHIE			1,560.00
02383	SANISWEEP, INC. 108021	SPRING SWEEPING IN CITY	9,500.00
TOTAL FOR: SANISWEEP, INC.			9,500.00
02575	SELF SERVE LUMBER 06/01/23	JUNE STATEMENT	81.25
TOTAL FOR: SELF SERVE LUMBER			81.25
10616	SITEONE LANDSCAPE SUPPLY LLC 130058710-001	DPW SUPPLIES	101.28
	130285045-001	DPW R&M	81.96
	130384446-001	DDA R&M	340.80
TOTAL FOR: SITEONE LANDSCAPE SUPPLY LLC			524.04
10849	SMART BUSINESS SOURCE OE-61113-1	SUPPLIES	49.23
	OE-61197-1	BATH TISSUE - SUPPLIES	159.12
	OE-61476-1	OFFICE SUPPLIES	44.31
	OE-61658-1	TOWELS - SUPPLIES	115.06
	OE-62834-1	OFFICE SUPPLIES	35.00
	OE-64177-1	PRINTER TONER	208.76
	OE-64191-1	BATH TISSUE - LIBRARY AND POLICE DEPT	327.96
	OE-65113-1	OFFICE SUPPLIES	16.30
	OE-65170-1	OFFICE SUPPLIES	66.88
TOTAL FOR: SMART BUSINESS SOURCE			1,022.62
10328	STEVENS, SUSAN M 131, 228, 3312023	NEWSLETTERS JAN - MARCH 2023	1,100.00
TOTAL FOR: STEVENS, SUSAN M			1,100.00

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	Invoice		
11021	SUNBELT RENTALS		
	04/21/23	CHIPPER RENTAL	565.25
TOTAL FOR: SUNBELT RENTALS			565.25
00630	THORNAPPLE RIVER NURSERY, INC.		
	161590	HYDRANGEA TREE	300.00
	161593	WOOD CHIPS - WTP	48.00
	161625	WOOD CHIPS - LIBRARY / DDA	224.00
	161656	WOOD CHIPS	224.00
	161708	WOOD CHIPS - DDA	224.00
TOTAL FOR: THORNAPPLE RIVER NURSERY, INC.			1,020.00
10860	ULINE		
	163537522	DPW SUPPLIES	234.35
TOTAL FOR: ULINE			234.35
10969	VEOLIA WATER NORTH AMERICA		
	9000090280	WWTP OPERATIONS APRIL 2023	44,090.88
	9000091211	WWTP - MARCH SURCHARGES 2023	1,251.43
	9000096046	WWTP OPERATIONS MAY 2023	44,090.88
	9000096831	WWTP - APRIL SURCHARGES	1,272.41
TOTAL FOR: VEOLIA WATER NORTH AMERICA			90,705.60
02203	VISA		
	04/01/23	APRIL MERCANTILE VISA STATEMENT	4,283.94
TOTAL FOR: VISA			4,283.94
00692	WILLIAMS & WORKS INC.		
	95940	LOWELL TRAIL - PHASE 1	7,545.25
	96164	LOWELL TRAIL - PHASE 1 DESIGN	32,144.42
	96367	GEE DR FILL CONSTRUCTION	150.00
	96370	GRINDLE IMPROVEMENTS	600.00
	96371	SHEPARD BLVD IMPROVEMENTS	600.00
	96372	RIVERSIDE DR RECONSTRUCTION	475.00
	96391	PLANNER OF RECORD	1,020.00
	96422	GENERAL CONSTRUCTION	2,877.50
	96429	MONROE ST. W&S IMPROVEMENTS	3,768.53
	96430	WASHINGTON ST. IMPROVEMENTS	1,332.00
TOTAL FOR: WILLIAMS & WORKS INC.			50,512.70
00707	YMCA		
	06/02/23	CHILD DEVELOPMENT CENTER	5,000.00
TOTAL FOR: YMCA			5,000.00
TOTAL - ALL VENDORS			333,210.35

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Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	61ST DISTRICT COURT-TRAFF	INTERM BOND - LATRELL JAC	120.00	78640
101-000-084.015	DUE FROM FIRE AUTHORITY	POINT BROADBAND	MAY INTERNET SERVICES	40.58	78638
101-000-085.000	DUE FROM LIGHT & POWER	POINT BROADBAND	MAY INTERNET SERVICES	81.15	78638
101-000-123.000	PREPAID EXPENSES	MML WORKERS' COMP FUND	MML POLICY PREMIUM 2023/2	5,248.00	78665
101-000-123.000	PREPAID EXPENSES	ROTARY CLUB OF LOWELL	ANNUAL DUES - MIKE BURNS	600.00	78671
101-000-123.000	PREPAID EXPENSES	ROTARY CLUB OF LOWELL	ANNUAL DUES - MIKE BURNS	600.00	78671
101-000-285.004	CREEKSIDE DEPOSIT	CALEB CARLTON	CREEKSIDE DEPOSIT	50.00	78647
Total For Dept 000				6,739.73	
Dept 101 COUNCIL					
101-101-864.000	CONFERENCES & CONVENTIONS VISA		APRIL MERCANTILE VISA STA	225.00	78623
101-101-864.000	CONFERENCES & CONVENTIONS VISA		APRIL MERCANTILE VISA STA	1,093.18	78623
101-101-864.000	CONFERENCES & CONVENTIONS	CHAMBERS JR, MARTIN LEE	MML LANSING FOOD & HOTEL	156.10	78649
101-101-955.000	MISCELLANEOUS EXPENSE	VISA	APRIL MERCANTILE VISA STA	104.48	78623
101-101-955.000	MISCELLANEOUS EXPENSE	VISA	APRIL MERCANTILE VISA STA	75.65	78623
101-101-955.000	MISCELLANEOUS EXPENSE	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	36.24	78630
Total For Dept 101 COUNCI				1,690.65	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	STEVENS, SUSAN M	NEWSLETTERS JAN - MARCH	1,100.00	78679
101-172-801.000	PROFESSIONAL SERVICES	BLDI ENVIRONMENTAL ENGINE	FORMER CITY OF LOWELL LAN	27,373.75	78646
101-172-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	44.92	78630
101-172-864.000	CONFERENCES & CONVENTIONS VISA		APRIL MERCANTILE VISA STA	71.53	78623
101-172-955.000	MISCELLANEOUS EXPENSE	VISA	APRIL MERCANTILE VISA STA	20.49	78623
Total For Dept 172 MANAGE				28,610.69	
Dept 209 ASSESSOR					
101-209-740.000	OPERATING SUPPLIES	RASHID, DEBRA	MAA 2023 SUMMER CONFERENC	275.00	78669
101-209-740.000	OPERATING SUPPLIES	RASHID, DEBRA	MAA 2023 SUMMER CONFERENC	159.09	78669
101-209-955.000	MISCELLANEOUS EXPENSE	KENT COUNTY ASSESSORS ASS	2023 MEMBERSHIP DUES- DEB	100.00	78660
Total For Dept 209 ASSESS				534.09	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	JOE NELSON / PPO	1,424.50	78651
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	GENERAL MUICIPAL	4,107.00	78651
101-210-801.000	PROFESSIONAL SERVICES	LOWELL LIGHT & POWER	DICKINSON /COMCAST / SPEC	333.00	78664
Total For Dept 210 ATTORN				5,864.50	
Dept 215 CLERK					
101-215-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	44.92	78630
Total For Dept 215 CLERK				44.92	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	SUPPLIES	49.23	78677
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	44.31	78677
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	35.00	78677
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	16.30	78677
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE	58.39	78602
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE METER - MAR - JUN	170.73	78667
101-265-740.000	OPERATING SUPPLIES	VISA	APRIL MERCANTILE VISA STA	21.89	78623
101-265-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	TOWELS - SUPPLIES	57.53	78677
101-265-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	BATH TISSUE - SUPPLIES	79.56	78677
101-265-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	BATH TISSUE - LIBRARY AND	163.98	78677
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICE - MAY	300.00	78608
101-265-802.000	CONTRACTUAL	FIRE PROS INC.	POLICE FIRE EXTINGUISHER	187.75	78656
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICE - 2 WEEK	480.00	78673
101-265-850.000	COMMUNICATIONS	POINT BROADBAND	MAY INTERNET SERVICES	62.72	78638
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DICKINSON /COMCAST / SPEC	70.84	78664
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	1,158.23	78631
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	2,392.65	78663

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Fund 101 GENERAL FUND					
Dept 265 CITY HALL					
101-265-930.000	REPAIR & MAINTENANCE	ECO GREEN SUPPLY	GROUNDS SEED MIXTURE	171.27	78652
101-265-930.000	REPAIR & MAINTENANCE	RG ENTERPRISES	REPAIR CITY HALL ROOF AND	450.00	78670
Total For Dept 265 CITY H				5,970.38	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	JUNE STATEMENT	5.35	78675
101-276-802.000	CONTRACTUAL	GFL ENVIRONMENTAL	MAY TRASH OAKWOOD CEMETER	30.04	78657
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	OAKWOOD CEMETERY	250.00	78661
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	79.24	78663
101-276-930.000	REPAIR & MAINTENANCE	VISA	APRIL MERCANTILE VISA STA	499.00	78623
101-276-930.000	REPAIR & MAINTENANCE	ECO GREEN SUPPLY	GROUNDS SEED MIXTURE	171.28	78652
Total For Dept 276 CEMETE				1,034.91	
Dept 301 POLICE DEPARTMENT					
101-301-702.000	SALARIES-PERMANENT	RADER, BRIAN	HSA CORRECTION	100.00	78627
101-301-740.000	OPERATING SUPPLIES	CINTAS CORPORATION	WATERBREAK COUNTERTOP COO	45.54	78556
101-301-740.000	OPERATING SUPPLIES	VISA	APRIL MERCANTILE VISA STA	39.19	78623
101-301-741.000	FUEL	VISA	APRIL MERCANTILE VISA STA	246.55	78623
101-301-744.000	UNIFORMS	VISA	APRIL MERCANTILE VISA STA	15.00	78623
101-301-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	593.76	78630
101-301-850.000	COMMUNICATIONS	POINT BROADBAND	MAY INTERNET SERVICES	62.71	78638
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DICKINSON /COMCAST / SPEC	96.16	78664
101-301-931.000	R & M POLICE CARS	B & K GRAPHICS INC.	POLICE CAR GRAPHICS	390.00	78644
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	APRIL MERCANTILE VISA STA	10.00	78623
101-301-984.000	EQUIPMENT	VISA	APRIL MERCANTILE VISA STA	18.01	78623
Total For Dept 301 POLICE				1,616.92	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNER OF RECORD	880.00	78683
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNER OF RECORD	75.00	78683
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNER OF RECORD	65.00	78683
Total For Dept 400 PLANNI				1,020.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	DPW SUPPLIES	114.99	78643
101-441-740.000	OPERATING SUPPLIES	ULINE	DPW SUPPLIES	234.35	78681
101-441-744.000	UNIFORMS	FANS IN THE STANDS	DPW TEES & HOODIES	270.00	78654
101-441-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	88.18	78630
101-441-850.000	COMMUNICATIONS	POINT BROADBAND	MAY INTERNET SERVICES	40.58	78638
101-441-850.000	COMMUNICATIONS	GFL ENVIRONMENTAL	MAY DPW TRASH	236.14	78657
101-441-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DICKINSON /COMCAST / SPEC	16.83	78664
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	121.84	78631
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	219.74	78631
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	463.58	78663
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	1,148.40	78663
101-441-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	50.50	78571
101-441-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	200.50	78571
101-441-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	DPW REPAIRS	801.00	78571
101-441-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	DPW REPAIRS	801.00	78571
101-441-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	DPW SHOP REPAIRS	200.50	78571
101-441-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	DPW MAINTENANCE WORK	101.00	78571
Total For Dept 441 DEPART				5,109.13	
Dept 523 TRASH					
101-523-802.000	CONTRACTUAL	GFL ENVIRONMENTAL	MAY TRASH OAKWOOD CEMETER	72.60	78657
Total For Dept 523 TRASH				72.60	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT- CHAMBE	46.14	78631
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	203.27	78663

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Fund 101 GENERAL FUND					
Dept 747 CHAMBER/RIVERWALK					
Total For Dept 747 CHAMBE				249.41	
Dept 751 PARKS					
101-751-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	38.24	78630
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	643.10	78663
101-751-930.000	REPAIR & MAINTENANCE	VISA	APRIL MERCANTILE VISA STA	87.23	78623
101-751-930.000	REPAIR & MAINTENANCE	FERGUSON SUPPLY	PARK R&M	175.17	78655
101-751-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	JUNE STATEMENT	39.74	78675
Total For Dept 751 PARKS				983.48	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	TOWELS - SUPPLIES	57.53	78677
101-790-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	BATH TISSUE - SUPPLIES	79.56	78677
101-790-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	BATH TISSUE - LIBRARY AND	163.98	78677
101-790-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS - LIBRARY / D	112.00	78680
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICE - MAY	300.00	78608
101-790-802.000	CONTRACTUAL	GFL ENVIRONMENTAL	MAY LIBRARY TRASH	52.16	78657
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICE - 2 WEEK	480.00	78673
101-790-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DICKINSON /COMCAST / SPEC	143.10	78664
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT - LIBRA	682.24	78631
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	1,507.50	78663
Total For Dept 790 LIBRAR				3,578.07	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	CONSUMERS ENERGY	ACCOUNT STATEMENT- GRAHAM	303.79	78631
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	239.15	78663
Total For Dept 804 MUSEUM				542.94	
Total For Fund 101 GENERA				63,662.42	
Fund 202 MAJOR STREET FUND					
Dept 450 CAPITAL OUTLAY					
202-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	GEE DR FILL CONSTRUCTION	150.00	78683
202-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	SHEPARD BLVD IMPROVEMENTS	600.00	78683
Total For Dept 450 CAPITA				750.00	
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	CALEDONIA RENT-ALL & SALE	STUMP GRINDER	437.00	78648
202-463-740.000	OPERATING SUPPLIES	O'LEARY PAINT	YELLOW & WHITE TRAFFIC PA	323.33	78666
202-463-802.000	CONTRACTUAL	SANISWEEP, INC.	SPRING SWEEPING IN CITY	4,750.00	78674
Total For Dept 463 MAINTEN				5,510.33	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	KENT COUNTY ROAD COMMISSI	ELECTRIC SIGNAL CHARGERS	23.71	78636
202-474-740.000	OPERATING SUPPLIES	ENTRANCE TECHNOLOGIES INC	CAMERAS INSTALLATION - RE	90.00	78653
Total For Dept 474 TRAFFI				113.71	
Total For Fund 202 MAJOR				6,374.04	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	GRINDLE IMPROVEMENTS	600.00	78683
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	RIVERSIDE DR RECONSTRUCTI	475.00	78683
Total For Dept 450 CAPITA				1,075.00	
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	CALEDONIA RENT-ALL & SALE	STUMP GRINDER	437.00	78648
203-463-740.000	OPERATING SUPPLIES	O'LEARY PAINT	YELLOW & WHITE TRAFFIC PA	323.32	78666
203-463-802.000	CONTRACTUAL	SANISWEEP, INC.	SPRING SWEEPING IN CITY	4,750.00	78674
Total For Dept 463 MAINTEN				5,510.32	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	KENT COUNTY ROAD COMMISSI	ELECTRIC SIGNAL CHARGERS	23.71	78636
Total For Dept 474 TRAFFI				23.71	

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Fund 203 LOCAL STREET FUND					
		Total For Fund 203 LOCAL		6,609.03	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	VISA	APRIL MERCANTILE VISA STA	1,338.00	78623
248-463-740.000	OPERATING SUPPLIES	ENTRANCE TECHNOLOGIES INC	CAMERAS INSTALLATION - RE	920.00	78653
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS	224.00	78680
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS - LIBRARY / D	112.00	78680
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS - DDA	224.00	78680
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	469.67	78663
248-463-930.000	REPAIR & MAINTENANCE	ECO GREEN SUPPLY	GROUNDS SEED MIXTURE	342.56	78652
248-463-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	JUNE STATEMENT	29.97	78675
248-463-930.000	REPAIR & MAINTENANCE	SITEONE LANDSCAPE SUPPLY	DPW SUPPLIES	101.28	78676
248-463-930.000	REPAIR & MAINTENANCE	SITEONE LANDSCAPE SUPPLY	DPW R&M	81.96	78676
248-463-930.000	REPAIR & MAINTENANCE	SITEONE LANDSCAPE SUPPLY	DDA R&M	340.80	78676
		Total For Dept 463 MAINTENANCE		4,184.24	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	VISA	APRIL MERCANTILE VISA STA	68.74	78623
		Total For Dept 740 COMMUNITY		68.74	
		Total For Fund 248 DOWNTOWN		4,252.98	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL	BARNETT JOHN & GRETCHEN	REFUND BUILDING PERMIT- 8	180.00	78554
		Total For Dept 371 BUILDING		180.00	
		Total For Fund 249 BUILDING		180.00	
Fund 407 LOWELL TRAIL PHASE 1					
Dept 450 CAPITAL OUTLAY					
407-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	LOWELL TRAIL - PHASE 1	7,545.25	78683
407-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	LOWELL TRAIL - PHASE 1 DE	32,144.42	78683
		Total For Dept 450 CAPITAL		39,689.67	
		Total For Fund 407 LOWELL		39,689.67	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	CRYSTAL FLASH	AIRPORT REC GASOLINE	1,336.45	78633
581-000-802.000	CONTRACTUAL	GFL ENVIRONMENTAL	MAY TRASH AIRPORT	67.04	78657
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	29.21	78650
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT - AIRPO	34.87	78650
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT - AIRPO	232.86	78650
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	56.64	78650
581-000-930.000	REPAIR & MAINTENANCE	DOLSON WELL SERVICE LLC	AIRPORT SERVICE CHECK ON	100.00	78562
581-000-930.000	REPAIR & MAINTENANCE	GREAT LAKES PAVING	ROAD GRADE & ASPHALT - AI	1,500.00	78569
581-000-930.000	REPAIR & MAINTENANCE	RIVERSIDE OUTDOOR POWER L	SWISHERS MOWER DECK REPAI	285.83	78607
581-000-930.000	REPAIR & MAINTENANCE	RIVERSIDE OUTDOOR POWER L	MOWER DECK #2 REPAIR	434.26	78607
581-000-930.000	REPAIR & MAINTENANCE	RIVERSIDE OUTDOOR POWER L	SWISHER MOWER DECK #1	398.67	78607
581-000-930.000	REPAIR & MAINTENANCE	RIVERSIDE OUTDOOR POWER L	2022 GRAVELLY R&M	260.57	78607
581-000-955.000	MISCELLANEOUS EXPENSE	POINT BROADBAND	MAY INTERNET SERVICES	54.99	78638
		Total For Dept 000		4,791.39	
		Total For Fund 581 AIRPORT		4,791.39	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM VEOLIA	POINT BROADBAND	MAY INTERNET SERVICES	40.58	78638
590-000-043.000	DUE FROM VEOLIA	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	4,746.16	78663
590-000-043.000	DUE FROM VEOLIA	LOWELL LIGHT & POWER	DICKINSON /COMCAST / SPEC	10.52	78664
		Total For Dept 000		4,797.26	
Dept 550 TREATMENT					

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Fund 590 WASTEWATER FUND					
Dept 550 TREATMENT					
590-550-802.000	CONTRACTUAL	VEOLIA WATER NORTH AMERIC	WWTP OPERATIONS MAY 2023	44,090.88	78637
590-550-802.000	CONTRACTUAL	VEOLIA WATER NORTH AMERIC	WWTP - MARCH SURCHARGES 2	1,251.43	78682
590-550-802.000	CONTRACTUAL	VEOLIA WATER NORTH AMERIC	WWTP - APRIL SURCHARGES	1,272.41	78682
590-550-802.000	CONTRACTUAL	VEOLIA WATER NORTH AMERIC	WWTP OPERATIONS APRIL 202	44,090.88	78682
Total For Dept 550 TREATM				90,705.60	
Dept 551 COLLECTION					
590-551-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	81.33	78630
590-551-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP R&M	13.46	78643
590-551-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP/ WWTP - R&M	21.10	78643
590-551-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	JUNE STATEMENT	6.19	78675
Total For Dept 551 COLLEC				122.08	
Dept 552 CUSTOMER ACCOUNTS					
590-552-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	33.44	78677
590-552-730.000	POSTAGE	POSTMASTER	MAILING WATER AND SEWER B	256.32	78639
Total For Dept 552 CUSTOM				289.76	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	GENERAL CONSTRUCTION	1,438.75	78683
Total For Dept 553 ADMINI				1,438.75	
Total For Fund 590 WASTE				97,353.45	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water Inside 5/8"	BIERI, ROCHELLE	UB refund for account: 6-	5.18	78645
Total For Dept 000				5.18	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP COLIFORM & E COLI	598.17	78635
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP SUPPLIES	1,475.78	78635
591-570-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WTP SUPPLIES	81.03	78643
591-570-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WTP SUPPLIES	17.99	78643
591-570-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	HYDRANGEA TREE	300.00	78680
591-570-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS - WTP	48.00	78680
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHLORINE	64.00	78642
591-570-801.000	PROFESSIONAL SERVICES	NSF INTERNATIONAL	WTP - TESTING	500.00	78600
591-570-802.000	CONTRACTUAL	ADT SECURITY SYSTEMS, INC	WTP MONITORING JUNE - AUG	144.21	78641
591-570-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	38.24	78630
591-570-850.000	COMMUNICATIONS	POINT BROADBAND	MAY INTERNET SERVICES	40.58	78638
591-570-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DICKINSON /COMCAST / SPEC	75.76	78664
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	367.07	78631
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	4,902.63	78663
591-570-930.000	REPAIR & MAINTENANCE	RS TECHNICAL SERVICES, IN	WTP R&M	1,387.10	78672
591-570-955.000	MISCELLANEOUS EXPENSE	VISA	APRIL MERCANTILE VISA STA	350.00	78623
Total For Dept 570 TREATM				10,390.56	
Dept 571 DISTRIBUTION					
591-571-744.000	UNIFORMS	FANS IN THE STANDS	DPW TEES & HOODIES	270.00	78654
591-571-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRSTNET PHONE BILL MAY S	81.33	78630
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	125.65	78631
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	70.82	78631
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	1,595.87	78663
591-571-930.000	REPAIR & MAINTENANCE	SUNBELT RENTALS	CHIPPER RENTAL	565.25	78617
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP SUPPLIES	63.94	78628
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP SUPPLIES	22.16	78628
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP R&M	13.46	78643
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP/ WWTP - R&M	21.10	78643
591-571-930.000	REPAIR & MAINTENANCE	PREIN & NEWHOF, INC.	DPW R&M	54.00	78668
591-571-970.000	CAPITAL OUTLAY	EARTHWORM DOZING & EXCAVA	DEMO 990 WASHINGTON HOUSE	13,950.00	78563

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Fund 591 WATER FUND					
Dept 571 DISTRIBUTION					
		Total For Dept 571 DISTRI		16,833.58	
Dept 572 CUSTOMER ACCOUNTS					
591-572-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	33.44	78677
591-572-730.000	POSTAGE	POSTMASTER	MAILING WATER AND SEWER B	256.32	78639
		Total For Dept 572 CUSTOM		289.76	
Dept 573 ADMINISTRATION					
591-573-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	GENERAL CONSTRUCTION	1,438.75	78683
		Total For Dept 573 ADMINI		1,438.75	
		Total For Fund 591 WATER		28,957.83	
Fund 596 CAPITAL PROJECTS WATER FUND					
Dept 000					
596-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE ST. W&S IMPROVEMEN	1,606.15	78683
596-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	WASHINGTON ST. IMPROVEMEN	559.44	78683
		Total For Dept 000		2,165.59	
Dept 573 ADMINISTRATION					
596-573-906.997	COST OF ISSUANCE	DICKINSON WRIGHT PLLC	WATER SUPPLY RUAL DEVEL.	27,800.80	78561
		Total For Dept 573 ADMINI		27,800.80	
		Total For Fund 596 CAPITA		29,966.39	
Fund 597 ELECTRIC CHARGING STATION FUND					
Dept 463 MAINTENANCE					
597-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILL 04/25/23 -	152.71	78663
		Total For Dept 463 MAINTEN		152.71	
		Total For Fund 597 ELECT		152.71	
Fund 599 CAPITAL PROJECT FUND SEWER					
Dept 000					
599-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE ST. W&S IMPROVEMEN	2,162.38	78683
599-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	WASHINGTON ST. IMPROVEMEN	772.56	78683
		Total For Dept 000		2,934.94	
Dept 573 ADMINISTRATION					
599-573-906.997	COST OF ISSUANCE	DICKINSON WRIGHT PLLC	SANITARY SEWER RUAL DEVEL	27,957.40	78561
		Total For Dept 573 ADMINI		27,957.40	
		Total For Fund 599 CAPITA		30,892.34	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	PRINTER TONER	208.76	78677
636-000-802.000	CONTRACTUAL	APPLIED INNOVATION	SERVICE CONTRACT COPIER	295.96	78629
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	POLICE COPY MACHINE MONTH	104.88	78634
		Total For Dept 000		609.60	
		Total For Fund 636 DATA P		609.60	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#6 R&M	351.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#15 R&M	231.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#W-20 R&M	551.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#150 R&M	51.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#31 LOADER R&M	171.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#11 R&M	551.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	101.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	41.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#107 ASPHALT TRAILER	51.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	251.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#6 PICK UP & #6- 2 BLACKB	341.00	78571

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Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#107 ASPHALT TRAILER	41.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#53 MOWER	701.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#7 FUEL TRUCK R&M	121.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#6 PICK UP R&M	201.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#80 ROLLER / COMPACTOR	1,501.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	71.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#W-20 R&M	81.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#6 PICK UP R&M	31.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#9 PICK UP R&M	111.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#11 R&M	71.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#11R&M	251.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#8 GATOR R&M	701.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#53 MOWER R&M	1,150.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#51 PUSH MOWER R&M	201.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#50 PUSH MOWER R&M	201.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	50.50	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	200.50	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	41.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	631.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	DPW SHOP REPAIRS	200.50	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	DPW SHOP MAINTENANCE	51.00	78571
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#8 GATOR	51.00	78658
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#8 GATOR	831.00	78658
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#52 MOWER	1,501.00	78658
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINTENANCE	151.00	78658
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#103 TRASH TRAILER	1,551.00	78658
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#1 PICK UP	551.00	78658
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	DPW R&M	31.00	78658
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	SHOP MAINT. & ORDER PARTS	51.00	78658
661-895-930.000	REPAIR & MAINTENANCE	GRIZZLY REPAIR LLC	#11 TRUCK	501.00	78658
661-895-930.000	REPAIR & MAINTENANCE	L.A. TRIM	EQUIP #9 R&M	200.00	78662
Total For Dept 895 FLEET				14,718.50	
Total For Fund 661 EQUIPM				14,718.50	
Fund 715 LOOK FUND					
Dept 000					
715-000-880.000	COMMUNITY PROMOTION	YMCA	CHILD DEVELOPMENT CENTER	5,000.00	
Total For Dept 000				5,000.00	
Total For Fund 715 LOOK F				5,000.00	

06/02/2023 02:52 PM
User: JVELTKAMP
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 05/12/2023 - 06/02/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 8/8

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	63,662.42	
			Fund 202 MAJOR STREET FUN	6,374.04	
			Fund 203 LOCAL STREET FUN	6,609.03	
			Fund 248 DOWNTOWN DEVELOP	4,252.98	
			Fund 249 BUILDING INSPECT	180.00	
			Fund 407 LOWELL TRAIL PHA	39,689.67	
			Fund 581 AIRPORT FUND	4,791.39	
			Fund 590 WASTEWATER FUND	97,353.45	
			Fund 591 WATER FUND	28,957.83	
			Fund 596 CAPITAL PROJECTS	29,966.39	
			Fund 597 ELECTRIC CHARGI	152.71	
			Fund 599 CAPITAL PROJECT	30,892.34	
			Fund 636 DATA PROCESSING	609.60	
			Fund 661 EQUIPMENT FUND	14,718.50	
			Fund 715 LOOK FUND	5,000.00	
				<hr/>	
				333,210.35	



LOWELL CITY COUNCIL

MEMORANDUM

DATE: June 2, 2023

TO: Mayor DeVore and Lowell City Council

FROM: Michael T. Burns, City Manager

MTB

RE: Williams & Works Master Plan Proposal

In the upcoming fiscal year, the city would like to begin updating the Master Plan. The Planning Enabling Act requires for the city to review the plan every five years, which we have done. However, it has been approximately 15 years since revisions were made to it. The City is at the point where it is necessary to make revisions to the plan.

Our Planning consultant, Williams & Works has prepared a proposal to assist us with all phases of this process which include; the proper public notices, community profiling, community engagement, future land use analysis, working with planning commission and the City Council along with the draft process and implementation.

The cost for all aspects of the proposal is \$48,596 and was budgeted for the upcoming fiscal year. We believe this will be a 12-to-18-month process with involvement from the community, planning commission and city council.

I recommend the Lowell City Council approve the Master Plan Proposal with Williams and Works at a cost not to exceed \$48,596.

williams&works

engineers | surveyors | planners

February 8, 2023

Mr. Michael T. Burns, Manager
City of Lowell
301 East Main Street
Lowell, MI 49331

RE: Master Plan Update

Dear Mr. Burns,

As we have been discussing over the last few weeks, this proposal letter responds to the City's request for a work scope and fee estimate to complete an update to its Master Plan. The City's existing Master Plan was adopted in 2007, and much has changed since that time. We expect the effort to update the Master Plan to be a significant one that will result in a new document, although we expect that some of the policies from the 2007 Master Plan will be carried forward in some form or another.

The process to update the Master Plan will follow the process set forth below. Of course, we are willing to tailor our approach if the City prefers a scope of work that departs from this proposal.

Task 1: Notice to Neighbors. Williams & Works will draft the "Notice of Intent to Plan" letters if necessary and develop the "notice group" that will receive these notices, along with other notices required by the Michigan Planning Enabling Act, as amended (MPEA).

Task 2: Community Profile. The Master Plan's policies and recommendations must be informed by relevant community data. The consulting team will review the data and figures in the existing Master Plan and collect new information that reflects current trends in and around the City of Lowell. This data will inform goals and policies in the updated plan, and will likely address the following topics:

- Natural features and geographic information
- Demographics
- Housing and neighborhoods
- Economic development
- Land use trends and patterns of development
- Transportation, public utilities, and services
- Parks and recreation
- Other topics as deemed necessary

Task 3: Community Engagement. While the Community Profile will provide foundational concepts and factual information, input from the citizens of Lowell will be key to a successful effort. The effort to engage with the community for this assignment will be valuable in that it will allow residents to provide input on the preferred future of the City, and it will enable the City to educate the public about the range of issues they may face and the most effective approaches to those issues.

The list below provides community engagement strategies that the City may choose to conduct in support of the Master Plan update. As you know, the planning group at Williams & Works has experience facilitating a variety of successful engagement strategies. Several engagement methods are recommended to ensure that a broad cross-section of the community has the opportunity to provide their thoughts. We have proposed the following public outreach approaches for this assignment. All are recommended, but the City may choose some, all, or none of the following:

- Pop-up planning during the Lowell Summer Concert Series (2) - late summer 2023
- Classroom Collaboration - late fall 2023
- Visioning Sessions (4) with Planning Commission, City Council, DDA, and Parks Commission - late summer or fall 2023
- Online Community Survey - fall 2023
- A public open house with activities to gather public input on the draft Master Plan - spring/summer 2024

Williams & Works will create all material necessary to conduct the chosen method of public input and compile the data received. If an open house is desired, we will also facilitate the event and incorporate creative designs to engage the participants. The City will be responsible for publicizing any events, but we will actively cooperate and provide input based on our experience, and design marketing material if desired.

Task 4: Goals and Objectives. Based on data collected for the community profile, a review of the current plan's goals and objectives will occur for their continued applicability and ability to direct the City's preferred vision for the future. The evaluation and revision of these goals and objectives will ensure policies are relevant and achievable. We will also highlight any areas of concern or emerging land use topics that require particular attention, as needed. We anticipate that revising the vision statement, goals, and objectives will require two meetings.

Task 5: Future Land Use. A review of the current plan's future land use plan and future land use map will address pertinent land use patterns and trends in the City of Lowell and compatibility with neighboring communities. In addition, revision of the future land use map, zoning plan, and supporting information, as necessary, will be reviewed and revised to address preferred land uses and development forms. Our review will also bring forward any areas of concern or emerging land use topics that require particular attention, as needed.

Task 6: Plan Implementation. Implementation strategies describe specific actions to help enact goals and objectives and achieve the City's future land use plan. We will review techniques and methods for implementing the plan's policies, along with roles and responsibilities for the City to ensure the community's intentions in the plan are carried out.

Task 7: Draft Master Plan. Once the implementation strategies have been reviewed, we will compile a complete draft Master Plan that integrates existing conditions, goals and objectives, future land use elements, and implementation strategies into a cohesive document. We anticipate that the draft Master Plan will be completed and approved for distribution approximately 12 months following project initiation. We will draft a document that is engaging, easy to read, and informative through a straightforward narrative, intuitive graphics, attractive maps, and a meaningful and well-articulated community vision.

Task 8: Review and Adoption. After working through any final draft edits, the Planning Commission will request authorization from the City Council to distribute the plan for a 63-day review as required by the MPEA. After this review, the Planning Commission will hold an official public hearing and present the final draft Master Plan to the public. Upon recommendation from the Planning Commission, the City Council will review and approve the Master Plan by resolution. Upon adoption, notice will be provided to the notice group as required by the MPEA.

Timeline and Professional Fees. We anticipate that the Master Plan take 12-18 months from project authorization to final adoption. We expect to begin the project around July of 2023 to coincide with the City's new fiscal year. This will be an efficient effort that makes effective use of our expertise, longstanding presence in Lowell, and our familiarity with the community.

Williams & Works proposes to complete the tasks outlined in this proposal for a fee not to exceed the amounts provided below. This fee includes all aspects of the planning process and out-of-pocket expenses except for costs related to printing the adopted Master Plan document. We can assist in providing printed plan copies at cost, or the City can assume responsibility for printing.

Master Plan (no optional tasks).....	\$31,478
<u>Optional Tasks</u>	<u>Fees</u>
Visioning Sessions (4) with Planning Commission, City Council, DDA, and Parks Commission.....	\$5,640
Online Community Survey	\$2,000
Pop-up planning (2)	\$3,770
Classroom Collaboration (1)	\$2,880
Draft Master Plan Open House	\$2,828
Master Plan (with all optional tasks)	\$48,596

Mr. Michael T. Burns
February 10, 2023
Page 4

As an Executive with the firm, I am authorized to commit the firm to the terms of this proposal. If this proposal is acceptable, we will provide you with a professional services agreement that incorporates the terms of this proposal. We trust that this letter will be helpful to you and the City, and we are grateful for the opportunity to work with the City on this exciting and important project that will shape its future for years to come.

As always, feel free to contact me at any time if there are questions or concerns.

Sincerely,

Williams & Works

[via email]

Andy Moore, AICP
Executive & Planning Group Lead



LOWELL CITY COUNCIL MEMORANDUM

DATE: June 2, 2023

TO: Mayor DeVore and Lowell City Council

FROM: Michael T. Burns, City Manager *MTB*

RE: Compensation Commission

At the May 15, 2023 City Council Meeting, the Compensation Commission presented their changes to City Council compensation. I was directed to prepare a resolution for Council to approve.

Attached is Resolution 13-23 to approve the recommendations made by the Compensation Commission.

Technically, the City Council does not have to approve the determination from the Compensation Commission. It is not required by ordinance or Michigan statute. However, the Council can disapprove the recommendation with a 2/3 vote and the compensation in place remains. If there is no disapproval the determination because automatic as a matter of law.

That being said, it doesn't hurt to approve via resolution as a record keeping function and to clean up the commission's determination as it was drafted more as a recommendation.

City Administration will not provide a recommendation on this item.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 13-23

**RESOLUTION ACCEPTING LOCAL OFFICERS COMPENSATION
COMMISSION DETERMINATION OF COMPENSATION OF MAYOR
AND COUNCILMEMBERS**

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following resolution:

WHEREAS, in accordance with Section 5c of the Home Rule City Act, Act 279 of 1909, as amended (“Home Rule City Act”), the City Council established by ordinance a local officers compensation commission responsible for determining the compensation of each local elected official; and

WHEREAS, the local officers compensation commission met as required by law and determined the compensation of each Councilmember, including the Mayor, and submitted its determination of compensation to the City Council on May 9, 2023; and

WHEREAS, the local officers compensation commission determined (1) that the Mayor shall receive \$70,000 per meeting for up to 35 regular meetings each fiscal year, (2) that each Councilmember shall receive \$60 per meeting for up to 35 regular meetings each fiscal year, (3) that the Mayor and each Councilmember shall each receive a stipend of \$200 per special meeting for up to two special meetings called in each calendar year, and (4) that the Mayor and each Councilmember shall each receive a stipend of \$100 in each calendar year for participation in the Elected Officials Academy; and

WHEREAS, the determination of compensation of the local officers compensation commission shall be the compensation of the Mayor and each Councilmember effective thirty days following its filing with the City Clerk unless the City Council, by resolution adopted by

two-thirds of the councilmembers elected and serving, rejects it, in which case the existing compensation shall continue without change.

NOW, THEREFORE, BE IT RESOLVED:

1. That in accordance with Section 2-25 of the City Code of Ordinances, and as is consistent with Section 5c of the Home Rule City Act, the City Council accepts the compensation determination of the local officers compensation commission, which determination shall be effective June 8, 2023.

2. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of such conflict.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: _____, 2023

Susan S. Ullery
City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on _____, 2023, and that public notice of said meetings were given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: _____, 2023

Susan S. Ullery
City Clerk

722 N Hudson St
Lowell, MI 49331
May 22, 2023

Lowell City Council
301 East Main St.
Lowell, MI 49331

Dear City Council Members,

I am writing to you on behalf of the River Trail Triathlon event on Saturday, June 17, 2023. I am asking for the support of the Council to consider two separate requests regarding the event and related logistics.

First, I am requesting the closure of the Lowell Riverwalk Plaza to the general public from 9:00am until 11:30am on the day of the event. I believe that, by limiting access to the Riverwalk Plaza – a key portion of the River Trail Triathlon’s bike route – the safety of the participants and the general public will be greatly accounted for. As this is the quickest leg of the race, unsuspecting visitors on the Riverwalk Plaza could be a hindrance to the performance and safety of athletes who are competing in the race. Likewise, athletes focusing on their time and placement within the event may be too focused to see those walking around tight corners along the Riverwalk. I believe the best action to ensure the highest mark of safety for all is to close down the Riverwalk during the time of the event.

Secondly, I am requesting use of the coined “Oklahoma Property” adjacent to the library for the holding of unused kayaks from 9:00am until 12:30pm. Athletes from around West and Central Michigan care for the wellbeing of the equipment their using for this event and I believe that the easiest route to ensure proper care is to hold the kayaks on the grassy area near the kayak and boat launch sites. The impact of usage would be minimal and I don’t see any negative effects in temporarily storing kayaks at this location.

I appreciate your continued help and support for this exciting event and hope to hear from you in the near future.

Sincerely,

Grant Hengesbach
989-640-7895
RiverTriTriathlon@gmail.com

Memorandum



DATE: June 1, 2023

TO: Michael Burns, City Manager

FROM: Daniel Czarnecki, Public Works Director

PUBLIC WORKS

RE: Facility Janitorial/Cleaning Services

The City's long-time cleaning personnel gave notice at the beginning of May that they would be retiring at the end of the month. For many years, this person cleaned City Hall and the Police Station, and about 2 years ago they picked up the cleaning of our Englehardt Library building. With their retirement, we thank them for their hard work and commitment to cleaning of our facilities.

New bid specification were developed for janitorial and cleaning services of buildings, with input received from all departments affected by the cleaning. The areas for cleaning include City Hall (both floors), the Police Department, and Englehardt Library. We added the DPW facility to the list as this building was being cleaned periodically by DPW personnel. The proposed cleaning covers all aspects of daily cleaning and will continue to be performed three times per week. Cleaning personnel will perform the work after the end of the normal work day.

Bid specifications were sent out to 8 facility-cleaning companies, and posted on the City's website. We held a walk-thru of the facilities so everyone interested had an opportunity to see what areas needed cleaning attention.

We received two bids for the work.

Corporate Cleaning and Facility Services, Ada	\$ 585/wk.
AIM Cleaning LLC, Alto	\$1,205/wk.

We have reviewed the bid and discussed cleaning concerns with Corporate Cleaning and Facility Services. They currently clean other businesses in our area and will utilized those cleaning crews within the City's facilities. They have also proposed adding a weekly Total Building Disinfection service at the Library at no extra charge.

Corporate Cleaning Services has included an additional bid proposal for extra cleaning services. Deep cleaning of the carpets and stripping/waxing of the floors is greatly needed to return the "shine" to our facilities. Several employees have been asking for their carpets to be cleaned. Corporate Cleaning's Bid Proposal B is a comprehensive cleaning and maintenance program for semi-annual deep cleaning of the floors.

Each department will continued to be charged for the cleaning services in their facility. Funds are budgeted each year for cleaning services and facility maintenance. The previous total cost for weekly cleaning services was \$420/week.

It is my recommendation: **That the Lowell City Council approve the bid/award the facility janitorial/cleaning services to Corporate Cleaning and Facility Services, Ada, MI, as outlined in the bid Proposal A, for a yearly cost of \$30,420 (\$585/wk), plus Proposal B semi-annual deep cleaning for \$10,522/yr, for a total yearly cost of \$40,942.00, for a three-year period (June 6, 2023 through June 30, 2026).**



May 24, 2023

Itemized Bid Proposal Sheet

Company Name: Corporate Cleaning and Facility Services
Address: 8102 Fulton Street East, Ada, MI 49301
Contact: Harry Kobrak, Owner
Phone: 616-410-0035
Email: harry@corporatecleanservices.com
Bid Submitted By: Harry Kobrak

Signature:

A handwritten signature in black ink, appearing to read 'Harry Kobrak', is written over a horizontal line.

Date: 5/24/2023

Persons to Perform Cleaning: See Below*

* Our company currently cleans Ionia County Government and 2 private businesses in the City of Lowell. We would initially leverage these teams to complete the cleaning and potentially hire new team members as well.

We are submitting 2 bids for your review. 'Bid A' includes cleaning according to the specifications as received from the City of Lowell. 'Bid B' includes additional cleaning services to offer a comprehensive cleaning and maintenance program.

Cost of Services for 'Bid A'

Our weekly fee for cleaning City Hall, the Police Department, DPW and the Englehardt Branch Public Library is: \$585 / week

This fee includes cleaning all 4 locations at a frequency of 3 times / week. DPW suggests 2 times / week, but we believe we can more efficiently maintain a high level of service with the higher frequency. We are not listing individual buildings separately as we are only bidding for the entirety of the work.

The hourly rate for call-in services is: \$50 with a minimum charge of 4 hours or \$200.

Additional Service Provided at No Additional Fee as Part of 'Bid A'

We will complete a weekly Total Building Disinfection service of the Library using the Clorox 360 System. This system has been proven to kill +99% of viruses, including COVID, the Flu and RSV. The children's program is the crown jewel of Englehardt Library; this disinfection program will help keep the kids safe. While offered complimentary as part of the janitorial bid, the value of this service is normally \$450 / service.

Bid Proposal 'B': Comprehensive Cleaning and Maintenance Program

If selected for the Custodial Contract, the following services would be completed twice per year at the special pricing shown below (on the right).

Cost per Cleaning	Regular Price	With Custodial Contract
Englehardt Library		
Deep Cleaning of Carpets	\$1,142	\$1,039
Cleaning of Tile & Grout	\$682	\$614
Strip & Wax VCT	\$168	\$151
Police Station		
Deep Cleaning of Carpets	\$545	\$490
Strip & Wax VCT	\$420	\$378
City Hall		
Deep Cleaning of Carpets	\$739	\$665
Cleaning of Tile & Grout	\$761	\$684
Cleaning of Rubber Floors	\$560	\$504
Strip & Wax VCT	\$168	\$151
Dept. of Public Works		
Strip & Wax VCT	\$650	\$585
Annual Cost (2x/yr Cleaning)	\$11,670	\$10,522

Benefits to the City of Lowell

This special pricing effectively rolls-back all of the price increases we have taken since COVID *and* the 3-year contract would protect the City of Lowell from any further price increases for 3 years. An additional benefit is that these services would be regularly scheduled - and emergency carpet cleaning would fall under the same price structure as other call-in services.

The total annual cost of the contract for 'Proposal B' is:

Janitorial \$585 / week x 52 weeks = \$30,420

Deep Cleaning \$10,522 x 2 = \$10,522

Total Cost of Comprehensive Cleaning = \$40,942 / year

References

Beth Blades
Procurement Manager, Fortna (previously MHS)
655 Lincoln Lake Ave SE
Lowell, MI 49331
bethblades@fortna.com
616-855-6956

Rod Steel
Facilities Manager, Ionia County Government
rsteel@ioniacounty.org
616-527-5345

John Booy
Superintendent, The Potter's House Schools
810 Van Raalte Dr SW
Grand Rapids, MI 49509
jbooy@tphgr.org
616-241-5202

Emily Schroeder
Comptroller, Serra Honda Grandville
4260 Kenowa Ave SW
Grandville, MI 49418
eschroeder@serrahondagrandville.com
616-667-4500

Other Items

Corporate Cleaning and Facility Services currently has insurance very similar to what the City of Lowell requires and has confirmed with our carrier that we can easily adjust our policy to meet the City's requirements.

How is Corporate Cleaning & Facility Services Different?

- **Training:** IICRC Certified Carpet Cleaning, CloroxPro HealthyClean Certified
- **Technology:** Industry Leading Equipment and Professional Grade Chemicals
- **Total Solution Approach:** Custodial, Floor Care, Building Disinfection, Upholstery, Windows

Locally owned and Professionally Managed.
Corporate Cleaning & Facility Services is Bonded and Insured.

Dan Czarnecki

From: Harry Kobrak <harry@corporatecleanservices.com>
Sent: Wednesday, May 31, 2023 11:35 AM
To: Dan Czarnecki
Subject: Breakdown of Cleaning Costs by Department
FOR PROPOSAL A

Dan,

Thank you once again for your support!

Our estimate on the breakdown of costs per week is as follows:

City Hall:	\$135
Police Dept:	\$110
Dept Public Works:	\$110
Library:	\$230

Best regards,

Harry

--



Harry Kobrak, Owner
Corporate Cleaning & Facility Services
8102 Fulton Street E, Ada, MI 49503
mobile: 616-410-0035
www.corporatecleanservices.com



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085
www.ci.lowell.mi.us

City of Lowell Janitorial/Cleaning Services

May 10, 2023

The City of Lowell is soliciting sealed bids from janitorial/cleaning businesses to provide Janitorial/Cleaning services for selected City of Lowell buildings.

The City of Lowell wishes to have service begin on June 6, 2023, and extend for a three-year period, expiring June 30, 2026.

Attached:

Itemized Bid Proposal Sheet

Cleaning Specifications for:

301 E. Main St. (City Hall)

111 N. Monroe St. (Police Department)

217 S. Hudson St. (Department of Public Works)

200 N. Monroe St. (Englehardt Library)

Cleaning call-in provision

There will be a walk-through of the City buildings, beginning at City Hall, on Tuesday, May 23, 2020, at 2:00 p.m.

The City has janitorial services specifications for the following locations:

1. Lowell City Hall 301 E. Main St.
2. Lowell Police Department 111 N. Monroe St.
3. Lowell DPW Building 217 S. Hudson St.
4. Englehardt Branch Public Library 200 N. Monroe St.

Proposed Cleaning Times *:

City Hall – After 5:00 PM Tuesday thru Friday

DPW Building – After 4:00 PM Monday thru Friday

Englehardt Library – After 8:00 PM Monday thru Wednesday and after 5:00 pm Thursday through Saturday

Police Dept. – After 5:00 PM Monday thru Friday

* Meetings and programs will occasionally delay the start of cleaning past closing times.

Successful contractor shall submit cleaning schedule (days/times) which must be approved by appropriate department directors prior to the start of any cleaning. Saturday cleaning may be allowed with prior approval.

INDEMNIFICATION – The contractor shall protect, indemnify, and save harmless the City, the City's officers, officials, and employees and agents against any and all damages to property or injuries to or death of any person or persons, and shall defend, indemnify and save harmless the City and its officers, officials, employees and agents from any claims, demands, suits, actions or proceedings of any kind or nature, including worker's compensation claims, of or by anyone whomsoever, arising out of or as a result of any negligent, grossly negligent, tortious or deliberate act, error or omission on the part of the contractor or other whose services are engaged by the contractor or anyone employed or controlled by either of them in the performance of the work provided for in this contract.

Insurance coverage specified herein constitutes the minimum requirements and said requirements shall in no way lessen or limit the liability of the contractor under the terms of the contract. The contractor shall not commence work under this contract until it has obtained the insurance required under this contract, nor shall the contractor permit any subcontractor to commence work on its subcontract until the insurance required of the subcontractor has been so obtained.

● **INSURANCE** – The contractor agrees to secure and keep in force during the entire term of this contract, or any renewal thereof, insurance as stipulated below.

a. **Liability Insurance:** The contractor shall provide and maintain during the life of the contract, public liability and property damage insurance and umbrella coverage in the following amounts:

- i. Public Liability - \$2,000,000 per person/\$2,000,000 per accident.
- ii. Property Damage - \$2,000,000 per any one claim
- iii. Umbrella Liability - \$2,000,000 to protect itself, its agents, and its employees from claims for damages for personal injury including wrongful and accidental death and property damage which may arise from operations under the contract, whether such operations be performed by itself or its employees.

The policy or policies shall name the City of Lowell as additional insured and shall contain a clause that the insurer will not cancel or decrease the insurance coverage without giving the City thirty (30) days prior written notice.

b. **Worker's Compensation** – The contractor shall provide and maintain during the life of the contract, worker's compensation insurance in accordance with the laws of the State of Michigan for all its employees. A certificate shall be filed with the City of Lowell by the insurance carrier showing such insurance to be in force at all times.

● Three references, including contact name and telephone number, must be enclosed with your bid.

- The deadline for receipt of sealed bids is **2:00 p.m. on Tuesday, May 30, 2023.**

All sealed bids are to be submitted to:

Lowell City Clerk
301 E. Main St.
Lowell, MI 49331

Sealed Bid envelopes shall be clearly marked: "2023 Cleaning Bids"

Questions should be directed to Dan Czarnecki, Public Works Director at dczarnecki@ci.lowell.mi.us, 616-897-8457.

City Hall

Cleaning Specifications

301 E. Main St.

Proposed frequency of cleaning is (3) three times per week. Upstairs of City Hall is included in the areas to be cleaned.

Services:

Restroom:

Clean, sanitize, and polish toilets.
Empty trash bags and replace with new bag, sanitize trash containers.
Replenish, clean, and sanitize dispensers (soap, towel, tissue, and napkin).
Clean and polish glass, mirrors, and chrome hardware.
Sweep, damp mop, and sanitize floors.
Clean and sanitize sinks and countertops.
Remove trash bags from building and place in dumpster outside of building.
Vacuum floor.

General Offices and Lobby Areas:

Spot clean doors, frames, and walls.
Empty trash bags and replace with new bags, sanitize trash containers
Empty recycling bins at each desk into large recycling bin
Empty shredding machines bag as needed and place in recycling bin.
Replace with new bag.
Dust, damp wipe and sanitize desks, tables, and phones.
Remove cobwebs from ceiling areas and floor.
Dust lights, air vents, ledges and baseboards as needed.
Dust window blinds as needed.
Dust exposed filing cabinets, bookcases, and shelves.
Remove trash bags from building and place in dumpster outside of building.
Spot clean glass windows in entry doors.
Vacuum entryway areas, and damp mop.
Dust and damp wipe chairs, clocks, and pictures.
Vacuum carpeted floor.
Vacuum/clean entry mats.

Attachment "A" continued

Break Room Area:

Empty trash bags and replace with new bags, sanitize trash containers
Clean and sanitize sinks and countertops.
Dust and damp wipe toaster and exterior of oven, microwave oven and refrigerator.
Dust lights, air vents, ledges and baseboards as needed.
Remove cobwebs from ceiling areas and floor.
Replenish paper towels.
Remove trash bags from building and place in dumpster outside of building.
Wipe out/clean inside of microwave.

Meeting Room Areas:

Empty trash bags and replace with new bags, sanitize trash containers
Dust, damp wipe and sanitize counters and tables.
Remove cobwebs from ceiling areas and floor.
Dust lights, air vents, ledges and baseboards as needed.
Dust exposed filing cabinets, bookcases, and shelves.
Spot clean glass windows in entry door.
Stack and organize chairs as needed.
Vacuum carpeted floor.

All labor, cleaning supplies and cleaning equipment will be provided by Bid Winner to perform cleaning services for City Hall.

City of Lowell will supply trash liners, paper products, soap, bathroom products and light bulbs. Bid Winner to inform City when items need replacing/purchasing in advance of when needed.

Police Department Cleaning Specifications

111 N. Monroe St.

Proposed frequency of cleaning is (3) three times per week after 5:00pm.

Cleaning person must be approved by Police Chief for working in the department area. This shall include successfully passing a background check and other possible security requirements.

Services:

Restrooms:

Clean, sanitize, and polish toilets.
Empty trash bags and replace with new bag, sanitize trash containers.
Replenish, clean and sanitize dispensers (soap, towel, tissue, and napkin).
Clean and polish glass, mirrors, and chrome hardware.
Sweep, damp mop, and sanitize floors.
Clean and sanitize sinks and countertops.
Remove trash bags from building and place in dumpster outside of building.
Vacuum floor.

General Offices and Lobby Areas:

Spot clean doors, frames and walls.
Empty trash bags and replace with new bags, sanitize trash containers.
Dust, damp wipe and sanitize desks, tables and phones.
Remove cobwebs from ceiling areas and floor.
Dust lights, air vents, ledges and baseboards as needed.
Dust window blinds as needed.
Dust exposed filing cabinets, bookcases and shelves.
Remove trash bags from building and place in dumpster outside of building.
Spot clean glass windows in entry doors.
Vacuum entryway areas.
Dust and damp wipe chairs, clocks and pictures.
Vacuum carpeted floor.
Vacuum/clean entry mats.

Attachment "B" continued

Break Room Area:

Empty trash bags and replace with new bags, sanitize trash containers.
Clean and sanitize sinks and countertops.
Dust and damp wipe toaster and exterior of microwave oven and refrigerator.
Wipe out/clean inside of microwave.
Remove trash bags from building and place in dumpster outside of building.

Meeting Room Areas:

Empty trash bags and replace with new bags, sanitize trash containers.
Dust, damp wipe and sanitize counters and tables.
Dust window blinds as needed.
Remove cobwebs from ceiling areas and floor.
Dust lights, air vents, ledges and baseboards as needed.
Dust exposed filing cabinets, bookcases and shelves.
Vacuum carpeted floor.

All labor, cleaning supplies and cleaning equipment will be provided by Bid Winner to perform cleaning services for the Police Department.

City of Lowell will supply trash liners, paper products, soap, bathroom products and light bulbs. Bid Winner to inform City when items need replacing/purchasing in advance of when needed.

Attachment "C"

**Department of Public Works Office
Cleaning Specifications**

217 S. Hudson St.

Proposed frequency of cleaning is (2) two time per week (Tuesday and Friday, or other days as approved by the DPW Director).

Services:

Restrooms:

Clean and sanitize toilets.

Empty trash bags and replace with new bag, sanitize trash containers.

Replenish, clean, and sanitize dispensers (soap, towel, tissue).

Clean and polish glass, mirrors, and chrome hardware.

Sweep, damp mop, and sanitize floors.

Clean and sanitize sinks and countertops.

Remove trash bags from building and place in dumpster outside of building.

Dust, damp wipe, sanitize shower stall as needed.

General Offices:

Spot clean doors, frames, and walls.

Empty trash bags and replace with new bags, sanitize trash containers

Dust, damp wipe and sanitize desks, tables, and phones.

Remove cobwebs from ceiling areas and floor.

Dust lights, air vents, ledges and baseboards as needed.

Dust window blinds as needed.

Dust exposed filing cabinets, bookcases, and shelves.

Remove trash bags from building and place in dumpster outside of building.

Spot clean glass windows in entry doors.

Vacuum entryway areas, and damp mop.

Dust base of chairs

Vacuum carpeted floor.

Attachment "C" continued

Break Room Area:

Empty trash bags and replace with new bags, sanitize trash containers
Clean, damp wipe and sanitize sinks, tables, and countertops.
Dust and damp wipe exterior of oven, microwave oven and refrigerator.
Wipe out/clean inside of microwave.
Dust lights, air vents, ledges and baseboards as needed.
Remove cobwebs from ceiling areas and floor.
Remove trash bags from building and place in dumpster outside of building.
Vacuum/clean entry mats.

General Hallway Areas:

Empty trash bags and replace with new bags, sanitize trash containers
Remove cobwebs from ceiling areas and floor.
Dust lights, air vents, ledges and baseboards as needed.
Clean and sanitize drinking fountain (in garage area).
Sweep, damp mop, and sanitize floors.
Spot clean glass windows in entry doors.
Vacuum carpeted floor.
Vacuum/clean entry mats.

All labor, cleaning supplies and cleaning equipment will be provided by Bid Winner to perform cleaning services for the Department of Public Works office.

City of Lowell will supply trash liners, paper products, soap, bathroom products and light bulbs. Bid Winner to inform City when items need replacing/purchasing in advance of when needed.

Englehardt Library
Cleaning Specifications
200 N. Monroe St.

Proposed frequency of cleaning is (3) three times per week

Services:

Restrooms:

Clean and sanitize toilets.
Empty trash bags and replace with new bag, sanitize trash containers.
Replenish, clean, and sanitize dispensers (soap, towel, tissue, and napkin).
Clean and polish glass, mirrors, and chrome hardware.
Sweep, damp mop, and sanitize floors.
Clean and sanitize sinks and countertops.
Remove trash bags from building and place in dumpster outside of building.
Dust and damp wipe shower stall as needed.

General Offices and Lobby Areas:

Spot clean doors, frames, and walls.
Empty trash bags and replace with new bags, sanitize trash containers
Dust, damp wipe and sanitize desks, tables, and phones.
Remove cobwebs from ceiling areas and floor.
Dust lights, air vents, ledges and baseboards as needed.
Dust window blinds as needed.
Dust exposed filing cabinets, bookcases, and shelves.
Remove trash bags from building and place in dumpster outside of building.
Spot clean glass windows in entry doors.
Vacuum entryway areas, and damp mop.
Dust base of chairs
Vacuum carpeted floor.
Vacuum/clean entry mats.

Attachment "D" continued

Break Room Area:

Empty trash bags and replace with new bags, sanitize trash containers
Clean, damp wipe and sanitize sinks, tables, and countertops.
Dust and damp wipe exterior of microwave oven and refrigerator.
Dust lights, air vents, ledges and baseboards as needed.
Remove cobwebs from ceiling areas and floor.
Remove trash bags from building and place in dumpster outside of building.

General Book Areas:

Empty trash bags and replace with new bags, sanitize trash containers
Remove cobwebs from ceiling areas and floor.
Dust lights, air vents, ledges and baseboards as needed.
Clean and sanitize drinking fountains.
Sweep, damp mop, and sanitize floors.
Spot Clean glass windows in entry doors.
Vacuum carpeted floor.

All labor, cleaning supplies and cleaning equipment will be provided by Bid Winner to perform cleaning services for the Englehardt Library.

City of Lowell will supply trash liners, paper products, soap, bathroom products and light bulbs. Bid Winner to inform City when items need replacing/purchasing in advance of when needed.

Attachment "E"

Cleaning Call-In Provision

Services:

Call-in services will be paid on an hourly basis and will cover unforeseen emergencies/events that require immediate or prompt attention.

Proposed frequency of activity is on a call-in basis.

Attachment "F"

Itemized Bid Proposal Sheet

(Please type or print in ink)

Company Name: _____

Address: _____

Contact Person: _____

Phone: _____

Email: _____

Bid Submitted By: _____

Signature: _____

Date: _____

Person(s) to perform cleaning (if known at this time): _____

\$ _____ Weekly charge for cleaning City Hall per attachment "A"

\$ _____ Weekly charge for cleaning Police Department per attachment "B"

\$ _____ Weekly charge for cleaning Public Works per attachment "C"

\$ _____ Weekly charge for cleaning Englehardt Library per attachment "D"

\$ _____ GRAND TOTAL OF WEEKLY CLEANING CHARGES

\$ _____ Hourly rate for Call-In Services per attachment "E"

CITY OF LOWELL

Application for Board or Commission Appointment

Name: Andrew Quada

Address: 179 S. Center St., Lowell, Michigan 49331

Telephone Numbers: Home _____ Cell 1 (864) 517-7643

Email: Andrew.Quada@gmail.com

Board or Commission Position Desired: Lowell Airport Board

Please give a brief resume of your qualifications for the desired position (you may attach additional information): _____

I have been a part of the Lowell Community since the age of three when my family moved here for my father to take on the job of City Manager. A great number of those years leading up to and including present days have been spent with family friends around the airport.

I have worked in the automotive sector in both production and quality management roles with budgetary responsibility for over twenty years. Outside of fiscal responsibility, these roles have taught me the importance of identifying continuous improvement opportunities, setting realistic stretch goals and working collaboratively with teams to exact the desired results.

My interest in this position come from a desire to serve the community. This is especially true of the community of Lowell Airport-based pilots that I have recently joined after the purchase of my 1946 Ercoupe 415D. I am actively involved with the airport's activities, am probably the pilot with the most flying hours and I want to be a part of the growth moving forward. I would like to encourage more community outreach activities and even expand them to encourage new pilots.

Thank you for your collective interest in my application and willingness to serve.

Signature  05.15.23

Please return application to:

City of Lowell
Attn: City Clerk
301 East Main Street
Lowell, MI 49331

Or by email to:

sullery@ci.lowell.mi.us

APPOINTMENTS

	Expires
Airport Board	
Vacancy (Paul Nicholls – Currently Serving)	01/01/2023
Vacancy (Jeff Ostrander – Currently Serving)	01/01/2023
Vacancy (Tom Grimm – Currently Serving)	01/01/2023
Arbor Board	
Vacancy (Matthew Silverman – Resigned)	06/30/2023
Vacancy (Leah Groves – Resigned)	06/30/2023
Board of Review	
Vacancy (Maureen Pawloski – Currently Serving)	01/01/2023
Vacancy (Leah Vredenburg – Currently Serving)	01/01/2023
Vacancy (Jim Hodges – Currently Serving)	01/01/2023
Construction Board of Appeals	
Vacancy (Greg Canfield – Currently Serving)	01/01/2023
Downtown Development Authority	
Vacancy (Rick Seese – Currently Serving)	01/01/2023
Vacancy (Eric Wakeman – Resignation)	01/01/2024
Downtown Historic District Commission	
Vacancy (Ardis Barber – Currently Serving)	01/01/2023
Planning Commission	
Vacancy (David Cadwallader – Currently Serving)	06/30/2023