



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

CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, JUNE 17, 2024, 7:00 P.M.

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

2. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the minutes of the June 3, 2024 Regular and Closed City Council meetings.
- Authorize payment of invoices in the amount of \$177,745.85.

3. 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.

4. OLD BUSINESS

- a. Chief Judge Jeffrey J. O'Hara
- b. Budget Amendments
- c. Lead Service Line Inspection and Replacement - Lafayette and Cross Streets
- d. Non-Motorized Trail Easement

5. NEW BUSINESS

- a. Public Art Policy
- b. Facility Lease Agreement – Reath Barn - King Milling
- c. Comprehensive Tree Plan 2024-2025
- d. Lowell City Airport MDOT Loan Request
- e. Ordinance 24-01 – Temporary Uses

6. BOARD/COMMISSION REPORTS

7. BUDGET REPORT

8. MONTHLY REPORTS

9. MANAGER'S REPORT

10. APPOINTMENTS

11. COUNCIL COMMENTS

12. 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
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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 17, 2024

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

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4. OLD BUSINESS

- a. Chief Judge Jeffrey J. O'Hara. Recovery Court presentation.
- b. Budget Amendments. City Treasurer Suzanne Olin provided a memo.

Recommended Motion: That the Lowell City Council approve Resolution 13-24 as presented.

- c. Lead Service Line Inspection and Replacement – Lafayette and Cross Streets. Assistant City Manager/DPW Director Rich LaBombard provided a memo.

Recommended Motion: That the Lowell City Council enter into agreement with Earthworm Dozing and Excavating of Lowell to complete the water service line replacement and inspection for the City of Lowell for the Lafayette and cross street service area. Additionally, I recommend City Council select Earthworm Dozing and Excavating as a sole source vendor for service line replacements and inspections for the 24-25 fiscal year.

- d. Non-Motorized Trail Easement. Williams and Works Engineer Dave Austin provided a memo and will attend the meeting to address any questions.

5. NEW BUSINESS

- a. Public Art Policy. City Manager Michael Burns provided a memo.

This is an introductory discussion to see what Lowell Arts and Lions and Rabbits could offer the city if we were interested in partnering with them on this endeavor. Lions and Rabbits will be giving a presentation on this matter.

- b. Facility Lease Agreement – Reath Barn- King Milling. Assistant City Manager/DPW Director Rich LaBombard provided a memo.

Recommended Motion: That the Lowell City Council enter into a lease agreement with King Milling for a portion of the Reath Barn located at 229 S. Broadway Street.

- c. Comprehensive Tree Plan 2024-2025. Assistant City Manager/DPW Director Rich LaBombard provided a memo.

Recommended Motion: That the Lowell City Council adopt the Comprehensive Tree Plan for 2024-2025 as recommended by the Arbor Board.

- d. Lowell City Airport MDOT Loan Request. Airport Manager Casey Brown provided a memo.

There is no recommended motion.

- e. Ordinance 24-01 – Temporary Uses. City Clerk Susan Ullery provided a memo.

Recommended Motion: That the Lowell City Council accept the recommendation of the Planning Commission and approve the proposed zoning ordinance text amendment 24-01.

6. BOARD/COMMISSION REPORTS

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**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JUNE 03, 2024, 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: Councilmember Leah Groves, Councilmember Eric Bartkus, Councilmember Jim Salzwedel, Councilmember Chambers and Mayor DeVore.

Absent: None.

Present: City Manager Michael Burns, City Clerk Susan Ullery, Chief of Police Chris Hurst, DPW Director Rich LaBombard, and City Attorney Jessica Wood.

2. APPROVAL OF THE CONSENT AGENDA.

- Approval of the Agenda.
- Approve and place on file the minutes of the May 20, 2024, Regular City Council meeting.
- Authorize payment of invoices for \$683,193.59.

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

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

NO: None.

ABSENT: None.

MOTION CARRIED.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Paula Patterson who resides at 906 E Main spoke about the Lowell Pride Event held this past weekend, gave some highlights and stated she appreciates all the support.

Dennis Kent who resides at 1700 Faith Drive asked about the Hydro Corp letters received and ask if they are legit.

DPW Director Rich LaBombard stated latter are legit, Hydrocorp is a vendor of the City and they are making sure state requirements are met for each household in the City.

Perry Beechum who resides at 924 Riverside, appreciates the letters sent out for the meeting about Riverside Drive that will be held at 5:30 June 17, 2024. Would like to see an engineer study done for Riverside. Also, very upset with the disrupters of the group renting the space for Lowell Pride, they showed disrespect.

4. **OLD BUSINESS.**

a. **Gold Star Community Dedication.**

City Manager Michael Burns stated the Gold Star Community Dedication has an update on their program for July 27th. Blue Star and Gold Star dedications will take place in that order and will use 4-5 parking space closures along main street for the ceremonies along with the sidewalk.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL that the Lowell City Council approve the closing of the five parking spaces on Main Street for the Gold Star Community Dedication.

YES: Councilmember Salzwedel, Councilmember Bartkus, Mayor Pro Tem Chambers, Councilmember Groves and Mayor DeVore.

NO: None.

ABSENT: None.

MOTION CARRIED.

b. **Fire Department Quarterly Update.**

Fire Chief Corwin Velzon gave the fire department quarterly update.

5. **NEW BUSINESS.**

a. **Foreman Engineering.**

City Manager Michael Burns read his memo regarding Foreman Street engineering.

IT WAS MOVED BY CHAMBERS and seconded by GROVES that the Lowell City Council approve the engineering proposal for Foreman Street at a cost not to exceed \$20,600.

YES: Mayor DeVore, Councilmember Bartkus, Councilmember Chambers, Councilmember Groves, Councilmember Salzwedel.

NO: None.

ABSENT: None.

MOTION CARRIED.

b. **River Trail Triathlon – Road Closure Request.**

Chief Hurst read his memo asking for road closure for the River Trail Triathlon.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL that the Lowell City Council approve the road closure request for the River Trail Triathlon as presented.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. **Deborah Street Resurfacing.**

DPW Director Rich LaBombard read his memo regarding resurfacing Deborah Street.

IT WAS MOVED BY GROVES and seconded by BARTKUS that the Lowell City approve funds in the amount not to exceed \$10,700 to resurface the public portion of Deborah Street and award the work to LT's Asphalt of Alto, Michigan.

YES: Councilmember Groves, Councilmember Salzwedel, Councilmember Bartkus, Mayor DeVore
Councilmember Chambers.

NO: None.

ABSENT: None.

MOTION CARRIED.

d. Michigan Department of Transportation Authorized Signer – Resolution 12-24.

City Manager read his memo regarding MDOT seeking a resolution from the City Council to approve the City Manager to negotiate the terms of the contract and authorize the contract on behalf of the City of Lowell.

IT WAS MOVED BY SALZWEDEL and seconded by DEVORE that the Lowell City Council approve Resolution 12-24 and give the City Manager the authority to negotiate and sign the Michigan Department of Transportation State Trunkline Maintenance Contract on behalf of the City of Lowell.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Bartkus shared good news for the LARA Trail. All parties have now agreed to a trail and they are excited to get going on it. Hope to start in the Fall. Also, Brent Slagel was approved on a grant from the Michigan Economic Development Corporation for the remodel of the old Larkins building. The grant is up to \$429,000. Slagel plans to start in July.

7. **BUDGET REPORT.**

No changes.

8. **CITY MANAGERS REPORT.**

There was no report.

9. **APPOINTMENTS.**

No changes.

10. **COUNCIL COMMENTS.**

Councilmember Groves congrats to Lowell Pride on a great success.

Councilmember Chambers Congrats to Lowell Pride, it was a well attended event, music was good and it fun and felt safe.

Councilmember Salzwedel also thanked Lowell Pride, the security was great. Also, thank you to the boys scouts for attending the memorial day parade. He was glad he attended.

Mayor DeVore also thanked Pride Event.

11. **MOTION TO GO INTO CLOSED SESSION @ 7:51 TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE. (MCL 15.268 (1)(h)).**

12. **MOTION TO GO BACK INTO OPEN SESSION @ 8:59**

IT WAS MOVED BY CHAMBERS and seconded by DEVORE that the Lowell City Council amend the agenda to add an action item to amend Resolution 34-22.

YES: Councilmember Salzwedel, Councilmember Bartkus, Mayor Pro Tem Chambers, Councilmember Groves and Mayor DeVore.

NO: None.

ABSENT: None.

MOTION CARRIED.

IT WAS MOVED BY CHAMBERS and seconded by DEVORE that the Lowell City Council amend Resolution 34-22 to reflect FEMA designation of city property

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

NO: None.

ABSENT: None.

MOTION CARRIED.

13. **ADJOURNMENT.**

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn @ 9:01 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Sue Ullery, Lowell City Clerk

CITY OF LOWELL

COUNTY OF KENT

STATE OF MICHIGAN

RESOLUTION NO. 12-24

A RESOLUTION TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE A
CONTRACT WITH MICHIGAN DEPARTMENT OF TRANSPORTATION FOR A STATE
TRUNKLINE MAINTENANCE CONTRACT ON BEHALF OF THE CITY OF LOWELL

At a regular meeting of the City Council for the City of Lowell, Michigan, on the 3RD
day of June 2024, at 7:00 p.m.

Present: Councilmember Groves, Salzwedel, Bartkus,
Chambers and Mayor DeVore.

Absent: None.

Council Member SALZWEDEL offered the following resolution and moved for its adoption,
seconded by Mayor DEVORE.

RESOLUTION

WHEREAS, the City Council of the City of Lowell agree to enter into a contract with Michigan Department of Transportation to perform maintenance activities on the state trunkline in the City of Lowell using municipal labor, equipment and materials; and

WHEREAS, the proposed contract will reimburse the City for certain routine maintenance activities on the state trunkline such as snow hauling, pavement marking, tree removal, and street sweeping; and

WHEREAS, the City of Lowell and Michigan Department of Transportation deem the maintenance activities and mutually beneficial and in the best public interest; and

WHEREAS, the City has the equipment and personnel necessary to perform certain maintenance activities according to Michigan Department of Transportation specifications; and

WHEREAS: The City Manager has the ability to negotiate the terms of the contact in the best interest of the City; and

WHEREAS, the City Manager, as the streets administrator; has the authority to execute the contract on behalf of the City; and

WHEREAS, the five-year contract will commence on October 1, 2024, and terminate on September 30, 2029.

THEREFORE, BE IT RESOLVED the City Council of the City of Lowell hereby authorizes the City Manager to negotiate and execute the Michigan Department of Transportation State Trunkline Maintenance Contract on behalf of the City of Lowell.

YEAS: Councilmember Groves, Mayor DeVore, Councilmembers Salzwedel, Bartkus and Chambers.

NAYS: None.

ABSTAIN: None.

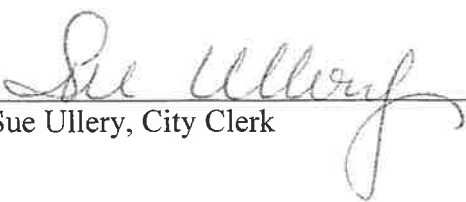
ABSENT: None.

Motion approved this 3rd day of June 2024.

Signed: _____


Mike DeVore, Mayor

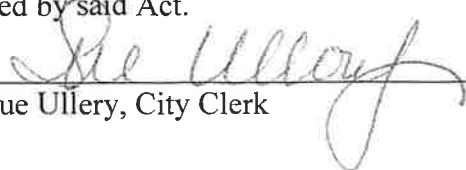
Signed: _____


Sue Ullery, City Clerk

CERTIFICATION

I, Sue Ullery, the duly appointed clerk of the City of Lowell does hereby certify the foregoing is a true and complete copy of a resolution adopted by the Lowell City Council at a regular meeting held June 3, 2024, in compliance with the Open Meetings Act No. 267 of the Public Acts of Michigan, 1976, as amended. The minutes of the meeting were kept and will be or have been made available as required by said Act.

Signed: _____


Sue Ullery, City Clerk

06/12/2024 03:44 PM
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DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 05/30/2024 - 06/12/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 COUNCIL					
101-101-955.000	MISCELLANEOUS EXPENSE	DOLL, BRUCE	COUNCIL HEAD SHOTS	100.00	80165
101-101-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA STATEMENT	14.99	80194
101-101-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA STATEMENT	9.37	80194
Total For Dept 101 COUNCI				124.36	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	SABO PR	CONSULTING SERVICES	540.25	80185
101-172-801.000	PROFESSIONAL SERVICES	BLDI ENVIRONMENTAL ENGINE	ACCOUNT STATEMENT	2,743.14	80153
101-172-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	WARE ROAD LANDFILL	560.00	80157
101-172-801.000	PROFESSIONAL SERVICES	SABO PR	CONSULTING SERVICES	380.25	80185
Total For Dept 172 MANAGE				4,223.64	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	369.83	80194
101-191-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	ELECTION LABELS	148.30	80187
Total For Dept 191 ELECTI				518.13	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	GENERAL MUNICIPAL	3,755.50	80157
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	LABOR RELATIONS	57.00	80159
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	LABOR RELATIONS	285.00	80159
Total For Dept 210 ATTORN				4,097.50	
Dept 215 CLERK					
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	435.82	80172
Total For Dept 215 CLERK				435.82	
Dept 265 CITY HALL					
101-265-730.000	POSTAGE	PURCHASE POWER	STATEMENT OF ACCOUNT	1,115.18	80143
101-265-730.000	POSTAGE	VISA	MERCANTILE VISA STATEMENT	1,180.10	80194
101-265-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	BATH TISSUE	157.40	80187
101-265-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	27.62	80194
101-265-802.000	CONTRACTUAL	RIVERSIDE INTEGRATED SYST	ANNUAL MONITORING CITY/PO	540.00	80144
101-265-802.000	CONTRACTUAL	CORPORATE CLEANING & FACI	CUSTODIAL SERVICES	585.00	80156
101-265-802.000	CONTRACTUAL	CORPORATE CLEANING & FACI	CUSTODIAL SERVICES	477.00	80156
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	38.73	80174
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	169.20	80174
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	2,742.04	80173
101-265-930.000	REPAIR & MAINTENANCE	VISA	MERCANTILE VISA STATEMENT	740.90	80194
Total For Dept 265 CITY H				7,773.17	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	44.53	80139
101-276-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	391.56	80194
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	82.48	80173
101-276-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	98.47	80139
101-276-930.000	REPAIR & MAINTENANCE	THORNAPPLE RIVER NURSERY,	WOOD CHIPS - TOP SOIL	200.00	80190
Total For Dept 276 CEMETE				817.04	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCANS MAY 2024	86.50	80189
101-301-740.000	OPERATING SUPPLIES	IONIA LOCK & KEY	BEST KEY - POLICE	26.94	80168
101-301-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	38.37	80194
101-301-743.000	AMMUNITION	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	2.18	80139
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY CO	POLICE UNIFORMS	385.00	80178
101-301-803.000	DISPATCHING SERVICES	KENT COUNTY TREASURER	POLICE DISPATCH SERVICES/	21,013.05	80170
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	72.14	80174
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	27.34	80174
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA STATEMENT	10.00	80194
101-301-986.000	COMPUTER EQUIPMENT	VISA	MERCANTILE VISA STATEMENT	674.94	80194

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
Total For Dept 301 POLICE				22,336.46	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	5.98	80139
101-441-740.000	OPERATING SUPPLIES	BEHRENS LIMITED, LCC	HAND CLEANER AND WIPES	96.00	80152
101-441-802.000	CONTRACTUAL	CORPORATE CLEANING & FACI	CUSTODIAL SERVICES	476.00	80156
101-441-802.000	CONTRACTUAL	COREWELL HEALTH WEST	DOT PHYSICAL - J PHILLIPS	88.00	80179
101-441-802.000	CONTRACTUAL	TRUGREEN	LAWN SERVICE DPW	88.37	80192
101-441-850.000	COMMUNICATIONS	COMCAST	DPW CABLE	74.74	80141
101-441-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	18.22	80174
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	509.59	80173
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,207.85	80173
101-441-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	108.78	80139
101-441-975.000	BUILDING IMPROVEMENTS	GRIM ENTERPRISE LLC	DPW CONCRETE WORK	21,600.00	80138
Total For Dept 441 DEPART				24,273.53	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	229.72	80173
101-747-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	119.85	80139
Total For Dept 747 CHAMBE				349.57	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	128.84	80139
101-751-802.000	CONTRACTUAL	TRUGREEN	DPW LAWN CARE	88.37	80147
101-751-802.000	CONTRACTUAL	TRUGREEN	REC PARK/FOOTBALL FIELD L	154.68	80147
101-751-802.000	CONTRACTUAL	TRUGREEN	GEE DR FIELDS	621.02	80147
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE RESTOOM	PORTABLE RESTROOMS - 301	250.00	80171
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE RESTOOM	RESTROOMS - REC PARK	250.00	80171
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE RESTOOM	RESTROOMS - BURCH FIELD	250.00	80171
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE RESTOOM	RESTROOM - CREEKSIDE	500.00	80171
101-751-802.000	CONTRACTUAL	TRUGREEN	GEE FIELD LAWN SERVICE	621.02	80192
101-751-802.000	CONTRACTUAL	TRUGREEN	REC PARK LAWN SERVICE	154.68	80192
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	847.35	80173
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	58.85	80139
101-751-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	SIGNS - PARKS	65.97	80149
101-751-930.000	REPAIR & MAINTENANCE	THORNAPPLE RIVER NURSERY,	WOOD CHIPS - TOP SOIL	248.00	80190
101-751-930.000	REPAIR & MAINTENANCE	BOB THE SPRINKLER MAN LLC	IRRIGATION START UP 2024	1,238.50	80154
101-751-975.000	BUILDING IMPROVEMENTS	AUTOMATIC DOOR SERVICE IN	CREEKSIDE METAL DOOR	7,934.00	80151
101-751-975.000	BUILDING IMPROVEMENTS	SKYLINE ELECTRIC, INC	LED FIXTURE FOOTBALL FIEL	4,950.00	80186
Total For Dept 751 PARKS				18,361.28	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	9.99	80139
101-790-802.000	CONTRACTUAL	CORPORATE CLEANING & FACI	CUSTODIAL SERVICES	997.00	80156
101-790-802.000	CONTRACTUAL	MODEL COVERALL SERVICE, I	LIBRARY RUGS	368.86	80176
101-790-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	172.18	80174
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,597.93	80173
101-790-930.000	REPAIR & MAINTENANCE	GRAND RAPIDS PEST CONTROL	LIBRARY EXTERIOR SPRAY	620.00	80161
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY SERVICE	1,129.13	80182
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY REFRIGERANT LEAK	2,313.64	80182
Total For Dept 790 LIBRAR				7,208.73	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	217.92	80173
Total For Dept 804 MUSEUM				217.92	
Total For Fund 101 GENERA				90,737.15	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	25.99	80145

06/12/2024 03:44 PM
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Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	RIETH-RILEY CONSTRUCTION,	STREET SUPPLIES	123.84	80183
202-463-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	(38.40)	80194
202-463-740.000	OPERATING SUPPLIES	RIETH-RILEY CONSTRUCTION,	COLD PATCH	77.04	80183
202-463-740.000	OPERATING SUPPLIES	RIETH-RILEY CONSTRUCTION,	COLD PATCH	107.28	80183
202-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	63.98	80139
202-463-930.000	REPAIR & MAINTENANCE	INBODY TREE SERVICE	722 S JEFFERSON - MAPLE T	600.00	80166
Total For Dept 463 MAINTENANCE				959.73	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	KENT COUNTY ROAD COMMISSI	MAY ELECTRIC CHARGES	46.45	80169
202-474-802.000	CONTRACTUAL	SELF SERVE LUMBER	ACCOUNT STATEMENT	25.99	80145
Total For Dept 474 TRAFFIC				72.44	
Dept 478 WINTER MAINTENANCE					
202-478-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	12.97	80139
202-478-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	6.99	80191
202-478-740.000	OPERATING SUPPLIES	RIETH-RILEY CONSTRUCTION,	COLD PATCH	108.72	80183
Total For Dept 478 WINTER				128.68	
Total For Fund 202 MAJOR				1,160.85	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-930.000	REPAIR & MAINTENANCE	BOB THE SPRINKLER MAN LLC	IRRIGATION START UP 2024	95.00	80154
Total For Dept 463 MAINTENANCE				95.00	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	4.59	80139
Total For Dept 474 TRAFFIC				4.59	
Total For Fund 203 LOCAL				99.59	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	67.28	80194
248-463-740.000	OPERATING SUPPLIES	BEHRENS LIMITED, LLC	HAND CLEANER AND WIPES	197.00	80152
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	701.88	80173
248-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	160.80	80139
248-463-930.000	REPAIR & MAINTENANCE	ROBBINS' LOCK SHOP, INC.	KING BUILDING WORK - DDA	742.52	80184
248-463-930.000	REPAIR & MAINTENANCE	SNOW AVENUE GREENHOUSE	FLOWERS - DDA	153.89	80188
248-463-930.000	REPAIR & MAINTENANCE	VISA	MERCANTILE VISA STATEMENT	62.89	80194
248-463-930.000	REPAIR & MAINTENANCE	BOB THE SPRINKLER MAN LLC	IRRIGATION START UP 2024	1,668.75	80154
248-463-930.000	REPAIR & MAINTENANCE	BOB THE SPRINKLER MAN LLC	IRRIGATION START UP 2024	292.00	80154
248-463-930.000	REPAIR & MAINTENANCE	SKYLINE ELECTRIC, INC	INSPECT RECEPTS ON RIVERW	160.00	80186
248-463-930.000	REPAIR & MAINTENANCE	SKYLINE ELECTRIC, INC	NEW LIGHTS IN KING BUILDI	150.00	80186
Total For Dept 463 MAINTENANCE				4,357.01	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	VISA	MERCANTILE VISA STATEMENT	98.84	80194
Total For Dept 740 COMMUNITY				98.84	
Total For Fund 248 DOWNTOWN				4,455.85	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT	MAY PERMIT FEES	3,989.70	80181
Total For Dept 371 BUILDING				3,989.70	
Total For Fund 249 BUILDING				3,989.70	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 443 ARBOR BOARD					
260-443-929.000	101	INBODY TREE SERVICE	SIDEWALK TREE TRIM	2,200.00	80166
Total For Dept 443 ARBOR				2,200.00	

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Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-974.000	LAND IMPROVEMENTS	GRINDLINE SKATEPARKS INC	SKATEPARK DESIGN SERVICES	2,066.00	80163
		Total For Dept 751 PARKS		2,066.00	
Dept 774 RECREATION CONTRIBUTIONS					
260-774-740.000	OPERATING SUPPLIES	SNOW AVENUE GREENHOUSE	GARDEN CLUB FLOWERS	2,078.13	80188
		Total For Dept 774 RECREA		2,078.13	
		Total For Fund 260 DESIGN		6,344.13	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	57.97	80139
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENT	37.05	80155
581-000-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	256.96	80191
581-000-955.000	MISCELLANEOUS EXPENSE	MI AIRPORT SALES TAX	AIRPORT FUEL TAX MAY	61.08	4
581-000-955.000	MISCELLANEOUS EXPENSE	DICKINSON WRIGHT PLLC	AIRPORT LOAN	203.50	80157
		Total For Dept 000		616.56	
		Total For Fund 581 AIRPOR		616.56	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM VEOLIA	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	5,410.01	80173
590-000-043.000	DUE FROM VEOLIA	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	11.39	80174
590-000-276.000	Sewer Inside 5/8"	STOEPKER, KENDRA	UB refund for account: 5-	62.71	80146
590-000-276.000	Sewer	STOEPKER, KENDRA	UB refund for account: 5-	10.34	80146
		Total For Dept 000		5,494.45	
Dept 550 TREATMENT					
590-550-930.000	REPAIR & MAINTENANCE	ARCTIC INC.	WWTP HEAT EXCHANGER	4,961.05	80150
		Total For Dept 550 TREATM		4,961.05	
Dept 552 CUSTOMER ACCOUNTS					
590-552-727.000	OFFICE SUPPLIES	HOOPER PRINTING, LLC	WATER BILL PAPER	180.59	80164
590-552-730.000	POSTAGE	POSTMASTER	MAILING WATER BILLS FOR M	271.45	80137
		Total For Dept 552 CUSTOM		452.04	
		Total For Fund 590 WASTEWE		10,907.54	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water	STOEPKER, KENDRA	UB refund for account: 5-	5.64	80146
591-000-276.000	Water Inside 5/8"	STOEPKER, KENDRA	UB refund for account: 5-	57.90	80146
		Total For Dept 000		63.54	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	19.98	80139
591-570-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	ACCOUNT STATEMENT	18.96	80177
591-570-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	BIG FOLD TOWELS	132.76	80187
591-570-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	27.99	80191
591-570-740.000	OPERATING SUPPLIES	TRUGREEN	WATER TREATMENT	139.41	80192
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHLORINE	48.00	80148
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	3,230.00	80148
591-570-802.000	CONTRACTUAL	TRUGREEN	WTP LAW CARE	139.41	80147
591-570-802.000	CONTRACTUAL	TRUGREEN	WTP GRUB PREVENTION	201.00	80147
591-570-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	4.56	80174
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	5,196.14	80173
		Total For Dept 570 TREATM		9,158.21	
Dept 571 DISTRIBUTION					
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	2,205.90	80173
591-571-930.000	REPAIR & MAINTENANCE	PREIN & NEWHOF, INC.	LEAD TESTING 329 N WASHIN	36.00	80180
		Total For Dept 571 DISTRI		2,241.90	
Dept 572 CUSTOMER ACCOUNTS					

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Fund 591 WATER FUND					
Dept 572 CUSTOMER ACCOUNTS					
591-572-727.000	OFFICE SUPPLIES	HOOPER PRINTING, LLC	WATER BILL PAPER	180.59	80164
591-572-730.000	POSTAGE	POSTMASTER	MAILING WATER BILLS FOR M	271.46	80137
Total For Dept 572 CUSTOM				452.05	
Total For Fund 591 WATER				11,915.70	
Fund 596 CAPITAL PROJECTS WATER FUND					
Dept 573 ADMINISTRATION					
596-573-906.997	COST OF ISSUANCE	MFCI, LLC	USDA LOAN FEES	15,300.00	80175
Total For Dept 573 ADMINI				15,300.00	
Total For Fund 596 CAPITA				15,300.00	
Fund 597 ELECTRIC CHARGING STATION FUND					
Dept 463 MAINTENANCE					
597-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	196.26	80173
Total For Dept 463 MAINTEN				196.26	
Total For Fund 597 ELECT				196.26	
Fund 598 CABLE TV FUND					
Dept 000					
598-000-970.000	CAPITAL OUTLAY	VERGENNES TOWNSHIP TREASU	CEMETERY IMPROVEMENTS & H	5,570.00	80193
Total For Dept 000				5,570.00	
Total For Fund 598 CABLE				5,570.00	
Fund 599 CAPITAL PROJECT FUND SEWER					
Dept 573 ADMINISTRATION					
599-573-906.997	COST OF ISSUANCE	MFCI, LLC	USDA LOAN FEES	15,300.00	80175
Total For Dept 573 ADMINI				15,300.00	
Total For Fund 599 CAPITA				15,300.00	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	COPY PAPER	661.35	80187
636-000-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	DOCKING STATION	119.06	80149
636-000-801.000	PROFESSIONAL SERVICES	FONGER, CRAIG	WEBSITE REPAIRS	85.00	80160
636-000-801.000	PROFESSIONAL SERVICES	LOWELL LIGHT & POWER	COMCAST/SPECTROTEL/IPC	7,852.08	80174
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	POLICE COPY MACHINE	45.35	80158
Total For Dept 000				8,762.84	
Total For Fund 636 DATA P				8,762.84	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	192.36	80139
661-895-930.000	REPAIR & MAINTENANCE	GTW	CYLINDER RENTAL MAY 2024	61.67	80162
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	241.10	80177
661-895-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	48.95	80191
661-895-930.000	REPAIR & MAINTENANCE	INTERSTATE BILLING SERVIC	SPARE CUTTING EDGE FOR LO	266.00	80167
661-895-930.000	REPAIR & MAINTENANCE	INTERSTATE BILLING SERVIC	#32 BACKHOE REAR BOOM LIN	1,299.60	80167
Total For Dept 895 FLEET				2,109.68	
Total For Fund 661 EQUIPM				2,109.68	
Fund 711 CEMETERY FUND					
Dept 000					
711-000-027.000	PLOT PURCHASE - NON	PARKER, KEN/JOANNE	Plot Refund: CEMETERY-3--	140.00	80142
711-000-027.000	PLOT PURCHASE - NON	PARKER, KEN/JOANNE	Plot Refund: CEMETERY-3--	140.00	80142
Total For Dept 000				280.00	
Total For Fund 711 CEMETE				280.00	

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Fund Totals:					
			Fund 101 GENERAL FUND	90,737.15	
			Fund 202 MAJOR STREET FUN	1,160.85	
			Fund 203 LOCAL STREET FUN	99.59	
			Fund 248 DOWNTOWN DEVELOP	4,455.85	
			Fund 249 BUILDING INSPECT	3,989.70	
			Fund 260 DESIGNATED CONTR	6,344.13	
			Fund 581 AIRPORT FUND	616.56	
			Fund 590 WASTEWATER FUND	10,907.54	
			Fund 591 WATER FUND	11,915.70	
			Fund 596 CAPITAL PROJECTS	15,300.00	
			Fund 597 ELECTRIC CHARGI	196.26	
			Fund 598 CABLE TV FUND	5,570.00	
			Fund 599 CAPITAL PROJECT	15,300.00	
			Fund 636 DATA PROCESSING	8,762.84	
			Fund 661 EQUIPMENT FUND	2,109.68	
			Fund 711 CEMETERY FUND	280.00	
				177,745.85	

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Invoice			
00015	ALEXANDER CHEMICAL CORP		
81777	WTP CHLORINE		48.00
82024	WTP CHEMICALS		3,230.00
TOTAL FOR: ALEXANDER CHEMICAL CORP			3,278.00
10816	AMAZON CAPITAL SERVICES		
1VQH-RP9W-CCDJ	DOCKING STATION		119.06
1WCQ-W4WK-1V7M	SIGNS - PARKS		65.97
TOTAL FOR: AMAZON CAPITAL SERVICES			185.03
00865	ARCTIC INC.		
104719	WWTP HEAT EXCHANGER		4,961.05
TOTAL FOR: ARCTIC INC.			4,961.05
10999	AUTOMATIC DOOR SERVICE INC		
0000034856	CREEKSIDE METAL DOOR		7,934.00
TOTAL FOR: AUTOMATIC DOOR SERVICE INC			7,934.00
10121	BEHRENS LIMITED, LCC		
3333	HAND CLEANER AND WIPES		293.00
TOTAL FOR: BEHRENS LIMITED, LCC			293.00
00050	BERNARDS ACE HARDWARE		
MAY 2024	ACCOUNT STATEMENT		1,090.12
TOTAL FOR: BERNARDS ACE HARDWARE			1,090.12
10822	BLDI ENVIRONMENTAL ENGINEERING		
22384	ACCOUNT STATEMENT		2,743.14
TOTAL FOR: BLDI ENVIRONMENTAL ENGINEERING			2,743.14
11058	BOB THE SPRINKLER MAN LLC		
04/16/24 - 6/11/2	IRRIGATION START UP 2024		3,294.25
TOTAL FOR: BOB THE SPRINKLER MAN LLC			3,294.25
10493	COMCAST		
51/23/2024	DPW CABLE		74.74
TOTAL FOR: COMCAST			74.74
10509	CONSUMERS ENERGY		
5/2024	ACCOUNT STATMENT		37.05
TOTAL FOR: CONSUMERS ENERGY			37.05
11063	COREWELL HEALTH WEST		
818067	DOT PHYSICAL - J PHILLIPS		88.00
TOTAL FOR: COREWELL HEALTH WEST			88.00
11034	CORPORATE CLEANING & FACILITY		
4490	CUSTODIAL SERVICES		2,535.00
TOTAL FOR: CORPORATE CLEANING & FACILITY			2,535.00
00148	DICKINSON WRIGHT PLLC		
1929219	WARE ROAD LANDFILL		560.00
1929221	GENERAL MUNICIPAL		3,755.50
1929223	AIRPORT LOAN		203.50
TOTAL FOR: DICKINSON WRIGHT PLLC			4,519.00
02035	DIGITAL OFFICE MACHINES, INC.		
21413	POLICE COPY MACHINE		45.35
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.			45.35

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01824	DOLL, BRUCE 125	COUNCIL HEAD SHOTS	100.00
TOTAL FOR: DOLL, BRUCE			100.00
10670	FAHEY SCHULTZ BURZYCH RHODES PLC 20341	LABOR RELATIONS	57.00
	20342	LABOR RELATIONS	285.00
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC			342.00
11082	FONGER, CRAIG INV0001	WEBSITE REPAIRS	85.00
TOTAL FOR: FONGER, CRAIG			85.00
10980	GRAND RAPIDS PEST CONTROL INC 123785	LIBRARY EXTERIOR SPRAY	620.00
TOTAL FOR: GRAND RAPIDS PEST CONTROL INC			620.00
10957	GRIM ENTERPRISE LLC 06/03/2024	DPW CONCRETE WORK	21,600.00
TOTAL FOR: GRIM ENTERPRISE LLC			21,600.00
11081	GRINDLINE SKATEPARKS INC 6355	SKATEPARK DESIGN SERVICES PYMT #3	2,066.00
TOTAL FOR: GRINDLINE SKATEPARKS INC			2,066.00
01508	GTW 343797	CYLINDER RENTAL MAY 2024	61.67
TOTAL FOR: GTW			61.67
00248	HOOPER PRINTING, LLC 68926	WATER BILL PAPER	361.18
TOTAL FOR: HOOPER PRINTING, LLC			361.18
10973	INBODY TREE SERVICE 06/12/2024	SIDEWALK TREE TRIM	2,200.00
	5/28/24	722 S JEFFERSON - MAPLE TREE	600.00
TOTAL FOR: INBODY TREE SERVICE			2,800.00
10350	INTERSTATE BILLING SERVICE, INC. G51522	#32 BACKHOE REAR BOOM LINES	1,299.60
	G52332	SPARE CUTTING EDGE FOR LOADER	266.00
TOTAL FOR: INTERSTATE BILLING SERVICE, INC.			1,565.60
11083	IONIA LOCK & KEY 105	BEST KEY - POLICE	26.94
TOTAL FOR: IONIA LOCK & KEY			26.94
00291	KENT COUNTY ROAD COMMISSION 414738	MAY ELECTRIC CHARGES	46.45
TOTAL FOR: KENT COUNTY ROAD COMMISSION			46.45
00298	KENT COUNTY TREASURER 24052201202	POLICE DISPATCH SERVICES/LEIN	21,013.05
TOTAL FOR: KENT COUNTY TREASURER			21,013.05

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02209	KERKSTRA PORTABLE RESTROOM SERVICE		
	247023	PORTABLE RESTROOMS - 301 N MONROE	250.00
	247024	RESTROOMS - BURCH FIELD	250.00
	247025	RESTROOM - CREEKSIDE	500.00
	247026	RESTROOMS - REC PARK	250.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOM SERVICE			1,250.00
00330	LOWELL LEDGER		
	5/31/2024	ACCOUNT STATEMENT	435.82
TOTAL FOR: LOWELL LEDGER			435.82
00341	LOWELL LIGHT & POWER		
	3801	COMCAST/SPECTROTEL/IPC	8,365.84
	4/25 - 5/25/2024	ELECTRIC STATEMENTS	21,145.07
TOTAL FOR: LOWELL LIGHT & POWER			29,510.91
11020	MFCI, LLC		
	1294	USDA LOAN FEES	30,600.00
TOTAL FOR: MFCI, LLC			30,600.00
11077	MI AIRPORT SALES TAX		
	05/01/24 - 05/31/	AIRPORT FUEL TAX MAY	61.08
TOTAL FOR: MI AIRPORT SALES TAX			61.08
00426	MODEL COVERALL SERVICE, INC.		
	MAY 2024	LIBRARY RUGS	368.86
TOTAL FOR: MODEL COVERALL SERVICE, INC.			368.86
01499	NAPA AUTO PARTS		
	5/31/2024	ACCOUNT STATEMENT	260.06
TOTAL FOR: NAPA AUTO PARTS			260.06
00468	NYE UNIFORM COMPANY CO		
	878204	POLICE UNIFORMS	385.00
TOTAL FOR: NYE UNIFORM COMPANY CO			385.00
MISC	PARKER, KEN/JOANNE		
	06/11/2024	Plot Refund: CEMETERY-3--349-0005	140.00
	06/11/2024	Plot Refund: CEMETERY-3--349-0006	140.00
TOTAL FOR: PARKER, KEN/JOANNE			280.00
01708	POSTMASTER		
	5/30/2024	MAILING WATER BILLS FOR MONTH OF MAY	542.91
TOTAL FOR: POSTMASTER			542.91
00512	PREIN & NEWHOF, INC.		
	115082	LEAD TESTING 329 N WASHINGTON	36.00
TOTAL FOR: PREIN & NEWHOF, INC.			36.00
10762	PROFESSIONAL CODE INSPECTIONS		
	240005	MAY PERMIT FEES	3,989.70
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			3,989.70
02331	PROGRESSIVE HEATING COOLING, CORP.		
	2022846	LIBRARY REFRIGERANT LEAK	2,313.64
	2022856	LIBRARY SERVICE	1,129.13
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.			3,442.77

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10972	PURCHASE POWER		
	5/10/2024	STATEMENT OF ACCOUNT	1,115.18
TOTAL FOR: PURCHASE POWER			1,115.18
00537	RIETH-RILEY CONSTRUCTION, INC.		
	4107935	STREET SUPPLIES	123.84
	4108318	COLD PATCH	107.28
	4108400	COLD PATCH	77.04
	4108413	COLD PATCH	108.72
TOTAL FOR: RIETH-RILEY CONSTRUCTION, INC.			416.88
02248	RIVERSIDE INTEGRATED SYSTEMS INC.		
	173514	ANNUAL MONITORING CITY/POLICE	540.00
TOTAL FOR: RIVERSIDE INTEGRATED SYSTEMS INC.			540.00
00545	ROBBINS' LOCK SHOP, INC.		
	424240	KING BUILDING WORK - DDA	742.52
TOTAL FOR: ROBBINS' LOCK SHOP, INC.			742.52
10856	SABO PR		
	5926	CONSULTING SERVICES	920.50
TOTAL FOR: SABO PR			920.50
02575	SELF SERVE LUMBER		
	MAY 2024	ACCOUNT STATEMENT	51.98
TOTAL FOR: SELF SERVE LUMBER			51.98
10662	SKYLINE ELECTRIC, INC		
	2151	LED FIXTURE FOOTBALL FIELD	4,950.00
	2152	NEW LIGHTS IN KING BUILDING	150.00
	2169	INSPECT RECEPTS ON RIVERWALK	160.00
TOTAL FOR: SKYLINE ELECTRIC, INC			5,260.00
10849	SMART BUSINESS SOURCE		
	OE-79441-1	COPY PAPER	661.35
	OE-79647	BIG FOLD TOWELS	132.76
	OE-79755	BATH TISSUE	157.40
	OE-79870-1	ELECTION LABELS	148.30
TOTAL FOR: SMART BUSINESS SOURCE			1,099.81
10282	SNOW AVENUE GREENHOUSE		
	78	GARDEN CLUB FLOWERS	2,078.13
	993312	FLOWERS - DDA	153.89
TOTAL FOR: SNOW AVENUE GREENHOUSE			2,232.02
10341	STATE OF MICHIGAN		
	551-638728	LIVE SCANS MAY 2024	86.50
TOTAL FOR: STATE OF MICHIGAN			86.50
REFUND UB	STOEPKER, KENDRA		
	06/11/2024	UB refund for account: 5-04360-16	136.59
TOTAL FOR: STOEPKER, KENDRA			136.59
00630	THORNAPPLE RIVER NURSERY, INC.		
	5/31/2024	WOOD CHIPS - TOP SOIL	448.00
TOTAL FOR: THORNAPPLE RIVER NURSERY, INC.			448.00

06/12/2024 03:44 PM
User: JVELTKAMP
DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 05/30/2024 - 06/12/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 5/5

Vendor Code	Vendor Name	Description	Amount
	Invoice		
10543	TRACTOR SUPPLY	CREDIT PLAN	
	MAY 2024	ACCOUNT STATEMENT	340.89
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN			340.89
10069	TRUGREEN		
	191589551	GEE FIELD LAWN SERVICE	621.02
	191598198	WATER TREATMENT	139.41
	191607336	REC PARK LAWN SERVICE	154.68
	191610037	LAWN SERVICE DPW	88.37
	193798780	REC PARK/FOOTBALL FIELD LAWN CARE	154.68
	193798815	DPW LAWN CARE	88.37
	193824047	GEE DR FIELDS	621.02
	193835701	WTP GRUB PREVENTION	201.00
	193836786	WTP LAW CARE	139.41
TOTAL FOR: TRUGREEN			2,207.96
00666	VERGENNES TOWNSHIP TREASURER		
	06/03/2024	CEMETERY IMPROVEMENTS & HONOR VETERANS	5,570.00
TOTAL FOR: VERGENNES TOWNSHIP TREASURER			5,570.00
02203	VISA		
	MAY 2024	MERCANTILE VISA STATEMENT	3,648.29
TOTAL FOR: VISA			3,648.29
TOTAL - ALL VENDORS			177,745.85



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 12, 2024
TO: Michael T. Burns *MTB*
FROM: Suzanne M. Olin *SO*
RE: Budget Amendments

Attached is Resolution 13-24 to approve budget amendments for the current fiscal year. Also attached is a spreadsheet identifying all of the adjustments with an explanation as to the need for the adjustment.

I recommend the Lowell City Council approve Resolution 13-24 as presented.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO.

**RESOLUTION ADOPTING AN AMENDMENT TO THE
CITY OF LOWELL ANNUAL BUDGET FOR FISCAL
YEAR 2023-2024**

Councilmember _____, supported by Councilmember _____, moved the adoption of the following resolution:

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

WHEREAS, the City Charter allows that after a budget has been adopted for a fiscal year the City Council may make adjustments, as it deems necessary.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Amended Budget as presented at this meeting is hereby adopted.
2. That in accordance with the Amended Budget the 2023-2024 fiscal year budget at the following are the estimated revenues and expenses for the 2023-2024 fiscal year of the City:

	<u>Revenues</u>	<u>Appropriations</u>
General Fund	\$4,401,929.84	\$4,555,932.94
Major Street Fund	\$ 412,265.00	\$489,691.42
Local Street Fund	\$1,087,747.80	\$838,156.26
DDA	\$1,058,403.40	\$1,241,066.05
Building Fund	\$ 92,000.00	\$ 77,280.00
Designated Contributions Fund	\$ 81,877.57	\$114,338.30
Airport Fund	\$ 77,300.00	\$104,000.00

LCTV Fund	141,662.00	141,662.00
Cemetery Fund	\$10,000.00	0

3. That it has been determined that there is sufficient fund balance when budgeted revenues are less than budgeted appropriations.

4. That pursuant to the provisions of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of Michigan 1968, as amended ("Act 2"), the City Manager or his designee(s) is hereby authorized to make budgetary transfers within the identified fund in the Amended Budget or between identified activities within a fund. All other budgetary transfers in the Amended Budget shall be in accordance with Act 2 when City Council approval is required.

5. That the City manager or his designee(s) is authorized to make expenditures budgeted in the Amended Budget in accordance with applicable law, ordinances, rules, regulations and policies.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: June 17, 2024

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 June 17, 2024, 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: June 17, 2024

Susan Ullery, City Clerk

2023-2024	Budgeted	Amended	Difference
GENERAL FUND REVENUES			
Marijuana Excise Fee	\$ 250,000.00	\$ 472,690.80	222,690.80
fees received from the state for marijuana licensing			
PPT reimbursement	\$ 11,000.00	\$ 95,000.00	84,000.00
Increase personal property tax reimbursement from state			
Cemetery grave openings	\$ 7,000.00	\$ 12,000.00	5,000.00
higher than anticipated			
Police liquor licenses	\$ 3,500.00	\$ 5,300.00	1,800.00
Increase liquor license revenue from state			
Sale of fixed asset	\$ -	\$ 12,871.00	\$ 12,871.00
Sale of GMC acadia radar trailer, radios and charges			
Park user fees	\$ 3,500.00	\$ 7,000.00	\$ 3,500.00
Higher participation			\$ -
TOTAL REVENUES AS AMENDED:	\$ 275,000.00	\$ 604,861.80	\$ 329,861.80
GENERAL FUND EXPENDITURES			
Council salaries temporary	\$ 9,000.00	\$ 14,500.00	\$ 5,500.00
increase in council pay from prior year			
Council social security	\$ 688.50	\$ 1,200.00	\$ 511.50
Increase due to increase in pay			
Council conferences	\$ 4,000.00	\$ 11,700.00	\$ 7,700.00
several conferences including Lewis Bender			
Manager Professional Services	\$ 133,493.00	\$ 150,000.00	\$ 16,507.00
Mainly costs for Ware rd, city newsletter and sabo			
Manager Communication	\$ 600.00	\$ 1,500.00	\$ 900.00
New phone for asst city manager			
Manager Pension	\$ 20,389.20	\$ 23,651.86	\$ 3,262.66
Miscalculation of MERS			
General office pension	\$ 41,326.13	\$ 47,303.76	\$ 5,977.63
Miscalculation of MERS			
Election salaries temporary	\$ 12,000.00	\$ 12,500.00	\$ 500.00
additional costs due to early voting and a portion to be reimbursed			
Election operating supplies	\$ 3,000.00	\$ 6,700.00	\$ 3,700.00
additional costs due to early voting and a portion to be reimbursed			
Assessor operating supplies	\$ 1,500.00	\$ 2,700.00	\$ 1,200.00
purchase of apex sketching software			
Treasurer pension	\$ 31,368.00	\$ 36,387.50	\$ 5,019.50
Miscalculation of MERS			
Treasurer Professional Services	\$ 19,000.00	\$ 23,000.00	\$ 4,000.00
additional costs due to single audit			
City Hall Contractual	\$ 17,500.00	\$ 25,000.00	\$ 7,500.00
additional costs due to new cleaning company			
Cemetery Salaries	\$ 23,947.56	\$ 40,000.00	\$ 16,052.44
Todd lenneman 66%, last year he followed parks, local, dpw (allocation table)			
Cemetery salaries temporary	\$ 27,000.00	\$ 29,000.00	\$ 2,000.00
Additional parttime help in the cemetery			
Cemetery rentals	\$ 40,000.00	\$ 50,000.00	\$ 10,000.00
Additional equipment usage in the cemetery			
Cemetery Social Security	\$ 3,744.49	\$ 5,000.00	\$ 1,255.51
increased due to higher pay out of this fund			
Police Salaries	\$ 478,187.56	\$ 518,187.56	\$ 40,000.00
Steps not calculated in original budget			
Police Salaries temporary	\$ 45,000.00	\$ 50,000.00	\$ 5,000.00
Additional staff to provide coverage			
Police Salaries Overtime	\$ 10,000.00	\$ 28,000.00	\$ 18,000.00
Additional hours required to meet demands			
Police Pension	\$ 94,104.00	\$ 109,162.47	\$ 15,058.47
Miscalculation of MERS			
DPW Pension	\$ 3,136.80	\$ 9,276.25	\$ 6,139.45
Miscalculation of MERS			

Fire	\$ 181,417.21	\$ 202,000.00	\$ 20,582.79
additional costs incurred for fire commission payment			
DPW	\$ 20,000.00	\$ 24,100.00	\$ 4,100.00
Building improvements including electrical and concrete work			
Chamber	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
Canfield repaired cored hole in catch basin			
Recreation Contribution	\$ 5,000.00	\$ 99,978.00	\$ 94,978.00
Trail easements			
Library Contractual	\$ 13,000.00	\$ 22,000.00	\$ 9,000.00
Increased costs associated with cleaning			
Library Utilities	\$ 33,000.00	\$ 40,000.00	\$ 7,000.00
Higher than anticipated			
Museum property tax distribution	\$ 23,000.00	\$ 35,000.00	\$ 12,000.00
Increased property tax revenue to museum			
Transfer to Local Street	\$ 400,000.00	\$ 622,690.00	\$ 222,690.00
marijuana revenues transferred to local street fund and general fund \$150,000			
TOTAL GENERAL FUND EXPENDITURES AS AMENDED:	\$ 1,695,402.45	\$ 2,242,537.40	\$ 547,134.95
<u>MAJOR STREET REVENUES</u>			
Trunkline Maintenance	\$ 6,000.00	\$ 8,000.00	\$ 2,000.00
Additional reimbursements from State for M21 work			
		\$ -	
TOTAL MAJOR STREET REVENUES AS AMENDED:	\$ 6,000.00	\$ 8,000.00	\$ 2,000.00
<u>MAJOR STREET EXPENDITURES</u>			
Major Capital Outlay	\$ 7,500.00	\$ 35,000.00	\$ 27,500.00
East main storm drain and gee drive engineering			
Major maintenance salaries	\$ 4,486.37	\$ 14,000.00	\$ 9,513.63
More time working in streets possibly washington project			
Major Maintenance health insurance	\$ 1,635.40	\$ 4,000.00	\$ 2,364.60
Higher than anticipated due to salary allocations			
Major Maintenance Contractual	\$ 20,000.00	\$ 30,000.00	\$ 10,000.00
Tree take downs and street cleaning			
Major Maintenance Rentals	\$ 3,000.00	\$ 18,000.00	\$ 15,000.00
High usage of equipment on streets			
TOTAL MAJOR STREET EXPENDITURES AS AMENDED:	\$ 36,621.77	\$ 101,000.00	\$ 64,378.23
<u>LOCAL STREET REVENUES</u>			
Transfer from General fund	\$ 400,000.00	\$ 622,690.80	\$ 222,690.80
Transfer of budgeted amount and marijuana fees collected in general fund			
TOTAL LOCAL STREET REVENUES AS AMENDED:	\$ 400,000.00	\$ 622,690.80	\$ 222,690.80
<u>LOCAL STREET EXPENDITURES</u>			
No amendments			
<u>HISTORIC DISTRICT FUND</u>			
No amendments	\$ -	\$ -	

<u>DDA REVENUE</u>			
Tifa Revenue	\$ 950,000.00	\$ 1,053,403.40	\$ 103,403.40
Higher than anticipated tifa revenue	\$ -		
TOTAL DDA REVENUES AS AMENDED:	\$ 950,000.00	\$ 1,053,403.40	\$ 103,403.40
<u>DDA EXPENDITURES</u>			
No amendments			
<u>BUILDING INSPECTION FUND</u>			
Building Inspection Fees	\$ 60,000.00	\$ 92,000.00	\$ 32,000.00
More building fees than anticipated			
TOTAL BUILDING FUND REVENUES AS AMENDED	\$ 60,000.00	\$ 92,000.00	\$ 32,000.00
<u>BUILDING INSPECTION EXPENDITURES</u>			
BUILDING FEES CONTRACTUAL	\$ 54,000.00	\$ 77,280.00	\$ 23,280.00
More fees paid to PCI			
TOTAL BUILDING FUND EXPENDITURES AS AMENDED	\$ 54,000.00	\$ 77,280.00	\$ 23,280.00
<u>DESIGNATED CONTRIBUTION FUND REVENUES</u>			
Police donations	\$ -	\$ 12,977.57	\$ 12,977.57
weller family and credit union grants			
Sale of fixed assets	\$ -	\$ 11,500.00	\$ 11,500.00
Sale of 2015 ford wagon and truck scale			
Skateboard donations	\$ 10,000.00	\$ 54,000.00	\$ 44,000.00
Funds received for skateboard park	\$ -		
TOTAL DESIGNATED CONTRIBUTION REVENUES AS AMENDED:	\$ 10,000.00	\$ 78,477.57	\$ 68,477.57
<u>DESIGNATED CONTRIBUTION EXPENDITURES</u>			
Police supplies	\$ -	\$ 1,272.58	\$ 1,272.58
weller grant in car computer system			
Police Equipment	\$ -	\$ 5,000.00	\$ 5,000.00
radar trailer			
Police Equipment		\$ 5,000.00	\$ 5,000.00
Weller grant expenditures			
Arbor board		\$ 725.00	\$ 725.00
Library maple tree			
Parks supplies		\$ 1,530.00	\$ 1,530.00
skateboard drawings			
Parks Building improvements		\$ 40,000.00	\$ 40,000.00
payments to Grindline for skate park paid out of donations			
Dog park supplies	\$ 600.00	\$ 1,200.00	\$ 600.00
dog park trash can and gate			
Dog park utilities	\$ 600.00	\$ 800.00	\$ 200.00
higher than anticipated			
Dog park land improvements	\$ -	\$ 4,150.00	\$ 4,150.00
small dog shelter paid with grant			
Donna Ford Fund	\$ -	\$ 3,710.72	\$ 3,710.72
purchases for planters, lawn sprinkling, arbor trees			
TOTAL DESIGNATED CONTRIBUTIONS EXPENDITURES AS AMENDED:	\$ 1,200.00	\$ 63,388.30	\$ 62,188.30
<u>AIRPORT REVENUES</u>			
No amendments	\$ -	\$ -	
TOTAL AIRPORT REVENUES AS AMENDED:	\$ -		
<u>AIRPORT EXPENDITURES</u>			
Airport operating supplies	\$ 39,000.00	\$ 45,000.00	\$ 6,000.00
Fuel purchases, offset by sales			
TOTAL AIRPORT EXPENDITURES AS AMENDED:	\$ 39,000.00	\$ 45,000.00	\$ 6,000.00



MEMORANDUM

DATE: June 17, 2024

TO: Michael Burns, City Manager

FROM: Rich LaBombard
Assistant City Manager / DPW Director

RE: Lead Service Line Inspection and
Replacement – Lafayette and cross streets

In advance of the upcoming road resurfacing project on Lafayette and cross streets, the Department of Public Works (DPW) is proposing to replace known lead containing water service lines in advance of construction and also investigate water service lines to determine the construction material type to rule out lead containing service lines. This work is in accordance with the requirements of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) water service regulations to replace five percent of lead containing water service lines every year for the next 20 years and completely inventory the water system.

The Lead Copper Rule requires all public water supply systems to submit to EGLE a complete verified water service material inventory by October 16, 2024. The complete inventory requires the review of all available records to estimate the type of materials used at each water service. Service materials that can't be verified with reliable records will need to be physically investigated at four points using a method called hydro excavation to expose the water service line to allow visual inspection. As part of this proposed work, the DPW will investigate unknown water service lines to determine if lead containing material is present. If lead containing material is identified, the service line will be replaced with copper to bring the water service line into compliance.

Replacement of lead containing services was mandated January 1, 2021, for services that have been verified as containing lead or galvanized material based on records. A replacement plan will need to be approved by EGLE and customers will be notified of discovery of lead or galvanized lines.

The DPW sought quotes for this work from a variety of contractors. There are a large number of variables with each location and therefore quoting individual services was difficult. However, Earthworm Dozing and Excavating, Inc. of Lowell provided the best price to perform the work for an individual average replacement and investigation. See attached graphic for a depiction of the points referenced in the following bullet points.

- Replace entire service line from point 1 to point 4 \$3500 average
- Replace service line from point 3 to point 4 (private side) \$2500 average
- Inspect entire service line material from points 1-4 \$500 average
- Inspect service line material at a single point (curb stop) \$200 average

MEMORANDUM

The average estimated cost to replace 17 service lines in advance of the Lafayette and cross street resurfacing project is \$44,250 (labor only). The City will provide the service line material for the 17 service lines at an estimated cost of \$22,355. The estimated cost to complete the inspection of 20 service lines within the same project area is \$4,600 (labor only). Exceptional circumstances such as added replacement length, additional excavation depth, or difficult excavation circumstances will be an additional charge.

Funds for this activity are available in various funds.

For price comparison purposes, we had received preliminary estimates of up to \$10,000 to replace an entire service line from one vendor. Therefore, the projected cost for the Lafayette and cross street service area would have been \$170,000 with that vendor.

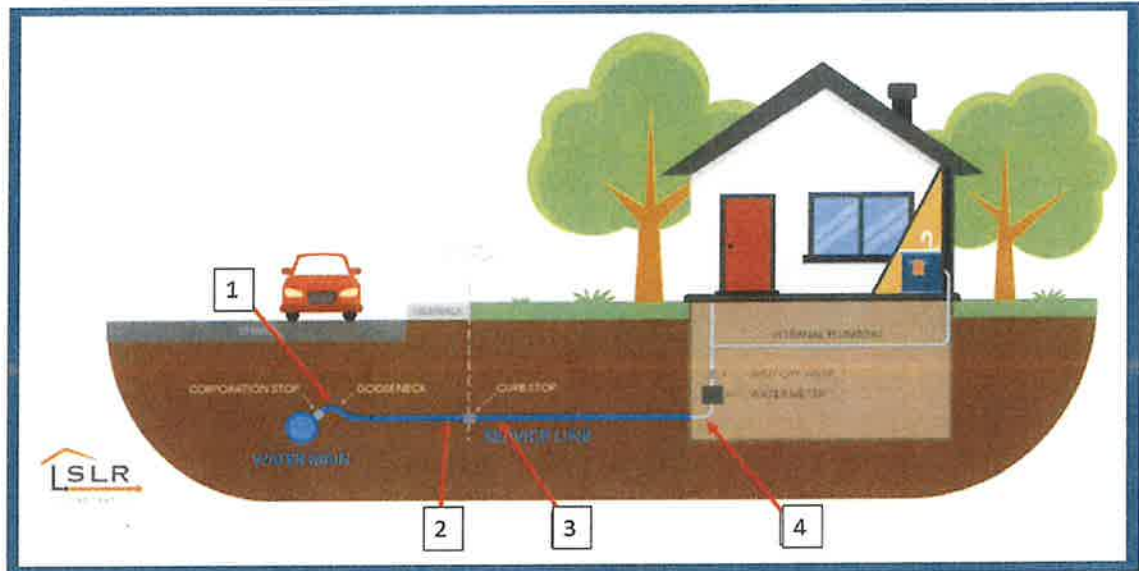
Finally, the vendor is willing to hold their quote for the upcoming fiscal year which will result in a significant financial savings for the municipality. Therefore, I'd recommend the City Council select Earthworm Dozing and Excavating as a sole source vendor for fiscal year 24-25 for all service line replacements and inspections.

Sample Motion: I recommend the City enter into agreement with Earthworm Dozing and Excavating of Lowell to complete the water service line replacement and inspection for the City of Lowell for the Lafayette and cross street service area. Additionally, I recommend City Council select Earthworm Dozing and Excavating as a sole source vendor for service line replacements and inspections for the 24-25 fiscal year.

Attachments:

- Water Service Inspection Points Graphic
- EGL E Lead Service Line Requirements Summary

Water service inspection points



- Pt. 1 is at the tap
- Pt. 2 is 18 inches before service valve
- Pt. 3 is 18 inches after service valve
- Pt. 4 is first 18 inches inside home



MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

LEAD SERVICE LINE REQUIREMENTS

Summary

The State of Michigan's 2018 revisions the lead and copper provisions of the Michigan Safe Drinking Water Act, 1976 PA 399, as amended (Act 399), resulted in several new requirements for water supplies with lead service lines or galvanized service lines previously connected to lead (GPCL). The requirements are summarized below.

Definitions

"Lead service line" means either a service line which is made of lead or any lead pigtail, lead gooseneck, or other lead fitting that is connected to the service line, or both.

"Service line" means the pipe from the discharge of the corporation fitting to customer site piping or to the building plumbing at the first shut-off valve inside the building, or 18 inches inside the building, whichever is shorter.

Compliance Sampling Site Selection

Lead and copper tap sampling site selection criteria were revised to focus on sites with lead service lines or interior lead pipes, as these sites represent higher health risk. Water supplies with lead service lines must maintain, and sample in accordance with, a sampling plan (pool of sampling sites) containing sites served by lead service lines.

Compliance Sampling Methodology

Following the 2018 revisions of Act 399, all compliance sampling locations served by a lead service line must be sampled in accordance with a first- and fifth-liter sampling methodology. The 90th percentile value is calculated using the highest lead result and the highest copper result from each sampling site.

Service Line Materials Identification

Water supplies are required to identify the materials of all service lines in the distribution system. The rule takes a phased approach to the identification of service line materials.

Preliminary Inventory:

By January 1, 2020, water supplies were required to submit to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) a Preliminary Distribution System Materials Inventory (PDSMI). The PDSMI summarized service line materials by material category, based on information available to the water supply at the time of submittal.

Complete Inventory:

By October 16, 2024, water supplies must have a distribution system materials inventory that includes service line materials and verification methodology for all services lines in the distribution system, including both public and privately owned portions of the service line. Supplies are required to submit the Complete Distribution System Materials Inventory (CDSMI) to EGLE in a form and manner specified by the Department.

Inventory Updates:

Water supplies must maintain their inventory and submit an updated materials inventory to the Department every five years.

Service Line Materials Notification**Owner/Occupant Notification:**

Water supplies are required to notify the owner and occupant of premises served by a lead or GPCL service line. Additionally, any new account opened at a location known or presumed to be served by a lead or GPCL service line must also be notified. The notification must be made within 30 days of determining the service line contains, or is presumed to contain, lead or GPCL.

Consumer Confidence Report (CCR):

Water supplies with lead service lines or service lines of unknown material must include the following in their CCR: The number of lead service lines, the number of service lines of unknown material, and the total number of service lines in the supply.

Website or Upon Request:

The information provided in the CCR must also be made available on the water supply's website or upon request if the supply does not have a website.

Service Line Replacement Requirements**Replacement Rate:**

Beginning January 1, 2021 (one year after the PDSMI due date), all community water supplies with lead or GPCL service lines, must replace those service lines at a rate averaging 5% per year not to exceed 20 years. Lead and GPCL service line materials must be replaced at water supply's expense.

NOTE: If a supply with optimal corrosion control treatment exceeds the lead action level, the replacement rate increases to 7% per year until two 6-months rounds of compliance sampling demonstrate a 90th percentile below the lead action level.

Annual Reporting:

Supplies subject to this requirement must report annually the number of lead/GPCL service lines replaced and the number of emergency repairs (partial lead service line replacements) that were conducted.

Partial Service Line Replacements Prohibited:

Partial lead or GPCL service line replacements are PROHIBITED except in the event of an emergency repair. If an emergency repair is necessary, additional notification, sampling, and reporting requirements apply.

Note Potential Sampling Plan Impacts:

Replacing service lines may impact a water supply's sampling plan (see Compliance Sampling Site Selection). Supplies should reassess the tier of compliance sampling sites after service line replacement and update their sampling plan accordingly. Supplies should contact EGLE Lead and Copper Unit staff if they have questions.

Asset Management Planning Criticality Factors

Community water supplies serving more than 1,000 people must implement an asset management program. The plan must include a summary of methods used to assess criticality of assets. By January 1, 2021 (one year after the PDSMI due date), the presence of lead service lines must be included as a factor for prioritizing asset criticality in the asset management program.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations.

To request this material in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

williams&works

engineers | surveyors | planners

June 11, 2024

Mike Burns, City Manager
City of Lowell
305 E. Main St.
Lowell, MI 49331

RE: Non-Motorized Trail Easement
500 S. Hudson St. S.E., Lowell, Michigan, 49331

Dear Mr. Burns:

At its August 31, 2023 meeting, the Lowell City Council approved proceeding with an easement for the proposed non-motorized trail from the property owners of 500 S. Hudson St. S.E., James and Rebecca Reagan. This easement has not been finalized, pending completion of necessary EGLE permits.

In order to minimize potential impacts to wetlands in the area, EGLE is requiring that an elevated boardwalk be placed south of the proposed pedestrian bridge over Lee Creek or that the trail alignment be changed to avoid the wetlands. An alignment change would require that this portion of the trail be placed on the Regan property, necessitating an increase in the easement area. After reviewing this option with the Regan's, they indicated that they were not in favor of granting an additional easement along the west edge of their property as this would impact farming operations as well as disrupting hunting on the property. Further, they expressed concerns that an elevated boardwalk, while on City property, would negatively impact the migration of deer across their property and as such, they would be unwilling to grant the original easement under those conditions.

To address those concerns, the Regan's suggested we consider an option that would allow for a shorter boardwalk that will open space between the river and the boardwalk to allow for deer to freely move. This option presented by the Regan's is acceptable to EGLE and will be considerably less to construct than the full boardwalk. It also does not require any changes to the area of the original easement. (see attached graphic)

In reviewing this with the LARA Board, there was a discussion about the large difference between the value of the easement offer to the Regan property and those approved earlier for easements on the Grand Rapids Gravel property. The negotiated rate for the Grand Rapids Gravel easement ended up at \$1.23/sq. ft. and the Reagan easement is currently calculated at a rate of \$0.08/sq. ft. It was pointed out that while the property types are different, (Industrial vs. agricultural), the importance of the easements to the viability of the project are essentially equal. Given the Regan's willingness to consider options that were acceptable to EGLE and allowing the project to proceed at a considerable cost savings (\$300,000), it was suggested that their

easement rate should be increased to that of the Grand Rapids Gravel rate. Since the easement agreement is between the City of Lowell and the Regan's, any proposed change must be approved by the City. Following is the proposed change:

Current - The current easement offer to the Regan's previously approved by the City is \$2,700 and includes an allowance for a grading permit. It also includes a commitment by the City to provide snow removal on Hudson and Bowes per the August 21, 2023 approval.

Proposed - If the easement offer was revised from a rate of \$0.08/ sq.ft, to the same rate given to the Grand Rapids Gravel easement of \$1.23/sq. ft. the resulting total would be \$35,543. It too includes an allowance for the grading permit.

We will be in attendance at the Council meeting to address and questions. Should the City approve this proposal, we will modify the easement documents and proceed with obtaining the necessary signatures.

Respectfully,
Williams & Works

A handwritten signature in dark ink, appearing to read "Dave Austin", with a stylized, cursive script.

Dave Austin

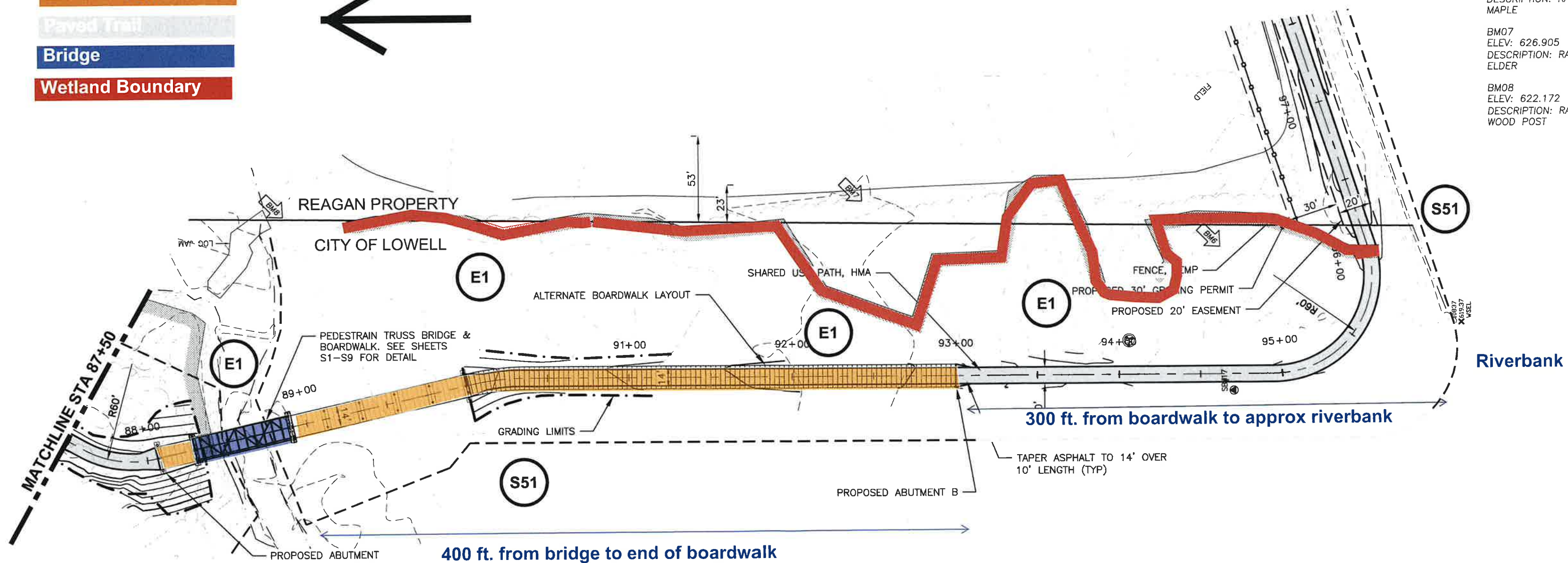
Attach – Proposed boardwalk graphic

cc: - James Reagan and Rebecca Dine-Reagan
Lowell Area Recreation Authority

Wetland Boundary



BM08
ELEV: 622.172
DESCRIPTION: RAILROAD
WOOD POST





LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 12, 2024
TO: Mayor Mike DeVore and Lowell City Council
FROM: Michael T. Burns, City Manager *MTB*
RE: Public Art Policy

Something of interest that has come from the visioning sessions for the Master Plan is the need for the city to establish a Public Art Policy and implement more public art opportunities in our downtown.

Since Rich Labombard has returned, we have been discussing this internally and reaching out to Lowell Arts and the Lowell Chamber of Commerce regarding this topic. We are also receiving requests from community artists to consider art in public spaces.

Through these discussions, we have met with an entity called Lions and Rabbits, which works with communities to develop public art options. They have been directly involved with public art efforts in the City of Grand Rapids (mainly the Creston neighborhood) and Ada Township. They focus on bringing networks of artists together to create public art in communities.

As part of this process, we would need to create a policy for the city to adhere to. I have attached the policy used in Douglas, which has a very active arts community. If we were to establish a policy, we would want it to meet our needs while ensuring the whole community could participate in public art if they so choose.

This is an introductory discussion to see what Lowell Arts and Lions and Rabbits could offer the city if we were interested in partnering with them on this endeavor. Lions and Rabbits will be giving a presentation on this matter.

City of the Village of Douglas

Public Art Policy

The following policies and procedures are intended to provide a framework for the process of commissioning, procuring, maintaining, and deaccessioning of public art in the City of the Village of Douglas. These specific procedures govern the process by which decisions and recommendations will be made to the Douglas City Council.

What is a Public Art Project?

A public art project is defined as a project conceptualized by an artist for a public space. Historically, art that is accessible to the public has been in the form of freestanding pieces of work or objects that occupy a public space, such as sculptures or memorials, or architectural embellishments such as carved facades. Functional objects such as benches, trail markers, tree guards, or manhole covers may be commissioned works by artists. And now, in a growing number of cities, artists are working with architects, engineers, and landscape designers to create visually rich public spaces. These include pedestrian and vehicular bridges, streetscapes, and waterfronts. All of these forms of public art make cities more interesting and unique places to live, work, and visit.

A public space is defined as a site that experiences a high level of pedestrian and/or vehicular traffic and is easily visible. A public art project may anchor and activate its site, enhance the overall environment, create a place of congregation and activity, or establish a new landmark and/or neighborhood gateway. A project may be displayed in an interior site but should be accessible to the public during normal building operating hours without the need to obtain a special permit, pass, or ticket. Exterior projects should be publicly accessible 24 hours a day or if in a park setting should be accessible during the normal hours of that sites operation.

Projects may be temporary or permanent installations. They may be multi-disciplinary, multi-media, and/or collaborative. It may involve movement, sound, light, technology, and/or be multi-sensory, as long as it does not pose a threat to public safety or create a public nuisance. Prior to final funding, the project must adhere to all relevant city permitting processes and ordinances. Projects should clearly demonstrate the ability to involve and impact the Village of Douglas, its residents and visitors, and demonstrate some level of public input and support.

Site Selection

The site must be public property, situated so that the art is visible and accessible to all members of the community. Additionally, the artwork must not seriously disrupt the flow of pedestrian or vehicular traffic or adversely alter the environmental conditions of the selected site. Structural and maintenance issues of the prospective artwork will also be

considered when selecting a site, as some areas will be prone to public interactions with the art. A work installed in these areas must be structurally sound to ensure the safety of the community as well as the longevity of the work. Furthermore, some sites may be more appropriate than others due to activities on or near the site.

Accession

All works of art purchased, commissioned or accepted as donations become property of the City of the Village of Douglas. All City owned artwork is maintained by the City and included in an inventory kept at City Hall. All contracts for the acquisition of public art shall include provision for a reasonable time period within which the City agrees to keep the piece of artwork in the place for which it was commissioned, purchased or donated. This provision shall allow for removal or relocation of the artwork in the event the City Council determines that the place is needed for another public use.

People wishing to donate artwork to the City of the Village of Douglas must submit slides, a written description of the work, and a rationale for the gift. Submissions will be reviewed by staff for quality, maintenance requirements, donor stipulations, safety issues of the piece and availability of an appropriate site. Based on this review a recommendation will be made to the City Council to accept or decline the donation.

Selection Processes

There are three standard ways of purchasing a piece of art. In addition to these, the City may acquire artwork through gifts. All selections of art are finalized by the Douglas City Council and should be based upon the recommendation staff who may in turn seek the advice of the D.D.A. the Douglas Advisory Committee, the local artist community or other qualified individuals or organizations as may be appropriate.

Open Competition: Artists submit proposals in response to a public advertisement. Following a review of the proposals either a recommendation for an acquisition will be made or a request for more detailed proposals from selected artists.

Limited, Invitational Competition: The City Council may ask for the recommendation of a limited number of artists on the basis of an interview or review of work. The artists are then invited to develop a site-specific proposal for a particular project. The artists will be given all the necessary information, as in the "Open Competition," as well as the opportunity to present a model and proposal. A review of the submitted proposals will follow and recommendations will be made for acquisitions. This process might be most appropriate for art projects calling for collaboration between an artist and an architect or landscape artist.

Direct Invitation: In this process, one artist who is particularly well qualified for a specific project might be invited to submit a proposal and a model thereby bypassing the competition process.

Acquisition Procedures

- 1 The scope of a project will be defined including: location of work or capital project with which art is associated, proposed method of selection (open competition; invitational competition; or direct selection), parameters of the project to be used in the call for artists or direct selection, budget for the project, and proposed call for artists or artwork selection.
- 2 The proposal is then submitted to the City Manager for review before being placed on the agenda for City Council consideration.
- 3 Following approval of the proposal by City Council, staff will review the initial submittals, which include the artist's experience and qualifications, references, and preliminary proposal(s) for the project or specific works of art, to determine compliance with the call for artists.
- 4 Two or three semi-finalists are then selected from the group of qualified artists who will be asked to submit refined proposal(s), present their work at a meeting open to the public, and/or have their work displayed in a public place for a pre-determined time. Written comments from the public will be invited and a public forum may be held for discussion and input on selection of the preferred artist. A recommendation as to the finalist will then be made to the City Council.
- 5 City Council will review the recommendation of staff and approve or deny the proposed selection. Denial requires direction back to staff from the City Council and beginning the process again at the appropriate step.
- 6 After an affirmative vote by the Council, staff will work with the selected artist on refinement of concept, timeframe for completion of work, final budget and a draft of the contract for work.
- 7 The proposed contract will be reviewed by the City Manager before being placed on the agenda for consideration by the City Council.
- 8 City Council approves contract.

Maintenance

Before a work is accepted into the City's collection, the artist must submit:

- a detailed list of exact types, brands, and colors of materials used
- a summary of cleaning instructions
- estimated annual maintenance needs and costs in dollars

This information will be kept on file with the inventory of the City's collection. Any maintenance or restoration responsibilities that the artist might have must be clearly explained in the contract and agreed upon before the work becomes a part of the City's collection. A maintenance and inspection schedule suitable for the site and the work will be discussed with the artist and implemented upon possession of the work. Complete records of inspections, cleanings, and conditions of the works will be kept on file in the inventory. If a work in the City's possession becomes damaged in any way, the City may

contact the artist to see if s/he can make the necessary repairs, or contact the necessary agencies or conservators to repair the work.

Deaccession/Relocation

After due consideration, City Council may authorize the removal of a work from the City of the Village of Douglas' Public Art collection one or more of the following situations exist:

- The artwork in its present state poses a safety hazard to the public or the environment.
- Restoration of the work aesthetically and/or structurally is not feasible, or the expense of such restoration would be disproportionate to the value of the work
- The architectural support (building, wall, streetscape) is to be destroyed if relocation of the work is not feasible.
- Prolonged protest of the work persists to the extent that the work detracts rather than enhances the site and the community
- The work acts as an encumbrance to the use of public property
- The public use of the site has changed or is proposed to change in a manner that is no longer compatible with the artwork.

If a work is to be moved/modified, the artist must be notified before the change, if at all possible. In the instance that a work must be removed from the City's collection, the artist must be notified and given the opportunity to purchase the art from the City.

Financial Donations

The City of the Village of Douglas welcomes any financial donations to the Douglas Public Art Program. Donations are tax deductible and can be specified for a specific project or added to the public art fund.

Community Initiated Public Art

The Douglas Public Art program is created to enhance the appearance of the city through the selection and integration of art in the public environment. Although most artwork purchased and installed by the Public Art Program will be initiated by the City, it is possible for members of the community to come forth with beneficial ideas that merit consideration for possible funding/support.

The **Community Initiated Public Art Application** should be completed and submitted with proposals to staff for their review and possible recommendation to the City Council for final consideration. Applications can be submitted to Ryan Kilpatrick (269-857-1438) at the City of the Village of Douglas Planning and Community Development Department.

Selection Criteria for Community Initiated Public Art

Artwork proposals will be reviewed by staff for recommendation to the Douglas City Council. The works of art will be evaluated based on the following criteria:

1. Verification that the artwork will be located on public property and be publicly accessible.
2. Ability of the artist/applicant to complete the project within the proposed timeframe and budget.
3. Commitment of proposed partners involved in the project. Application should include a clear explanation of the responsibilities of each entity involved in the project.
4. Ability/willingness of the artist/applicant to work with the City.
5. Ability of the applicant to provide funding (if proposed).
6. Verification that the completed and installed artwork will become the property of the City of Douglas.
7. Artwork meets design, safety and maintenance criteria, funding availability, appropriateness of the artwork for the site and the ability of the piece to contribute to the identity and viability of the community and promote the image of the Village of Douglas.

Submittal Requirements

- A completed Application Form
- A site plan with building and grade elevation and building facades, showing the placement of the proposed artwork within the site proposed.
- A narrative statement to demonstrate that the artwork will be displayed in an area open and freely available to the general public.
- A narrative of the artist's concept.
- Evidence of the value of the proposed artwork.
- Maintenance requirements.
- Visual representations of the artwork will be submitted in one of the following formats
 - 8"x 10" photographs or 35mm slides or digital photos on 3 1/2" floppy or CD depicting several views of the artwork;
 - A model of the artwork; or
 - A graphic or artist illustration depicting several views of the artwork.
- Budget detail

Dedication of Public Art

From time to time there may be individuals to whom the dedication of a public art piece is warranted. Those individuals should be persons noted for their significant contribution to the culture of the City of the Village of Douglas.

Public art pieces may be dedicated to an individual provided one of the following procedures is followed:

- At the time the public art project is conceived, dedication to an individual is made part of the project concept. The proposed concept is then subject to the approval of the City Council pursuant to the Acquisition Procedures included herein.
- An individual or group brings a proposal for dedication to an individual of an extant public art item or a proposed public art project to staff or the City Council. All proposals must be accompanied by credentials for the person to be honored relative to that person's contribution to the culture of the City of the Village of Douglas. All proposals must also include endorsements for the dedication from groups or individuals other than the proposer. The Council will make the final determination as to the appropriateness of the dedication.
- This policy shall not apply to donated works. For policies regarding donated works, see the Accession section of these rules.



From sparking dialogue to providing visual beacons, Washtenaw County's public art fills many roles

NATALIA HOLTZMAN | WEDNESDAY, FEBRUARY 28, 2024

Public art can serve various deeply meaningful functions, whether as a visual landmark, a more utilitarian object, or a way to ignite political and social conversations.



Jefferson Lettieri Office's "Drip" for A2AC Alleys.



This story is part two of a two-part series about public art in Washtenaw County. You can read the first part, which covers the recent history and politics of public art in the county, [here](#).

When you look at "Drip," an installation by the Jefferson Lettieri Office design firm at Ann Arbor's 117 W. Washington alley, what you see depends on where you stand.

The installation features layers of multi-colored fabric that seem to drip towards the ground. From one side, the fabric appears in a vibrant sequence of red, yellow, and blue. From the other side, the fabric takes on a metallic, reflective sheen.

Hannah Kirkpatrick, director of the Art in Public program at the Ann Arbor Art Center, which is responsible for "Drip," says, "If you're there at noontime on a sunny day, the silver side is actually reflecting those colors, so the silver side starts to become more colorful."

"I can see that piece as a visual beacon as I'm biking up to come to work," Kirkpatrick adds.



Ann Arbor Art Center Art in Public program director Hannah Kirkpatrick.

Public art can serve various deeply meaningful functions, whether as "a visual beacon," a more utilitarian object, or a way to ignite political and social conversations.

The Ann Arbor Art Center's Alleys project, a series of three installations in Ann Arbor alleyways, seeks to "breathe life into these auxiliary spaces ... and demonstrate the value, importance, and potential of these spaces between spaces," according to the project website.

Kirkpatrick says she'd like to add a lighting feature under "Drip" that could be activated at night, an added dimension that would not only contribute to the aesthetics of the piece but also have a more practical purpose.

Lighting could "make that space feel more welcoming or add some safety to where the alley and the street meet," Kirkpatrick points out.

Embracing Our Differences

Embracing Our Differences Michigan, the Ypsilanti- and Ann Arbor-based offshoot of a Florida-based nonprofit, leans into public art's potential to spark community dialogue. This year the organization will stage its third annual exhibition.

Embracing Our Differences Michigan Art Director Lynne Settles says Washtenaw County residents were invited to "submit artwork that reflects the theme of diversity and inclusion," a theme intended to be interpreted broadly.

Selected artworks will be displayed on 16-foot banners in Riverside Park in Ypsilanti and Gallup Park in Ann Arbor, where they can be viewed by all free of cost. Prizes are offered in various categories for both adults and children.

Like the Ann Arbor Art Center's Art in Public program, Embracing Our Differences offers public art to the community free of charge. But the nonprofit also has an explicit goal to pursue social justice in addition to aesthetic pleasure.



Lynne Settles at Riverside Arts Center.

"We believe that if we increase our understanding of one another ... we will create a better world for everybody. So we try to spread that message through art," Settles says.

The organization's approach is utilitarian by design.

"A lot of the pieces spark conversation," Settles says, and they're intended to do so.

Settles cites a piece from a previous exhibition by a young artist who identified as being on the autism spectrum. Artists are invited to include a quote beneath their artwork, and the young woman had written, "My autism made me a superhero."

Settles says the quote had a powerful effect on many viewers.



An Embracing Our Differences installation in Ann Arbor's Gallup Park.

"Many people that saw it [said] they never even thought of that — being autistic as being a superpower," she says.

Those viewers were prompted to think in a new direction, Settles says. She adds that her goal for Embracing Our Differences is "to reach more communities" and "to expand the message."

Already, to encourage more travel between Ann Arbor and Ypsilanti, Ann Arbor-based artists are exhibited in Ypsilanti during Embracing Our Differences shows, and vice versa. (Children's work is exhibited in the artist's city of residence to simplify travel issues.)

"We're always trying to figure out: 'How can we get this message out?' 'How can we reach more people?'" Settles says.

A fresh perspective

Community engagement is vital to determining how, where, and whether public art takes shape. According to muralist and Ann Arbor Public Art Commission member Mary Thiefels, "what's important about art [is] it creates conversation. It allows people to have dialogue — and the value of art, hopefully, is a collective one."

Together with her husband, artist Danijel Matanić, Thiefels owns and operates TreeTown Murals, and has long been active in Washtenaw County-area public art projects.

In fact, Thiefels says, "public art was the first point of entry into the art world for [her] at a very young age." Public art was also something that caught her attention when she was traveling, Thiefels says.

"If artists were a part of placemaking in that community, it was something that I immediately noticed," she says. "For me, it showed that a town or a city values art, values community, and values the way that artists interpret community and can really have a unique standing in the community."



Ann Arbor Public Art Commission member Mary Thiefels.

Thiefels says public art gave her a "feeling of immediate connection to [her] community and [her] surroundings." Being involved in its creation, whether in the form of a mural or some other installation, gave her a "feeling of giving a gift," she says.

"It was like placing something beautiful in an undesirable place and kind of transforming the location," Thiefels says. "... I think the transformative power of public art is what hit me immediately."

Thiefels says her interest in Ann Arbor's Public Art Commission, an advisory body to Ann Arbor City Council, began to foment right after she decided to devote her creative career to painting murals. At that point, Ann Arbor's controversial Percent for Art program was still in place, and Thiefels says she started "inserting [herself] in conversations wherever [she] could that had to do with public art."

When Thiefels joined the Public Art Commission, she says she was advocating for "more art in the downtown area" and "broader support for artists in general," and that hasn't changed.

"What I bring to the Art Commission is a fresh perspective from a working artist [and] years of connections, partnerships, alliances, and projects," Thiefels says, adding that her knowledge of "how to build partnerships, how to execute [projects], how to understand the mechanics of making art" has been appreciated by her fellow commission members.



TreeTown Murals' Danijel Matanic and Mary Thiefels.

"I feel like my expertise is needed and is valued," she says, and adds that the feeling is mutual.

"[The Commission is] an impressive body of people right now," she says. "...

There's a real desire for us to represent public art and then advise city council to the best of our ability to continue to bring art into every project that they are considering for developments or renewal."

"Art can be integrated into every single facet of the way we use our city," Thiefels says.

This story is part of a series about arts and culture in Washtenaw County. It is made possible by the Ann Arbor Art Center, the Ann Arbor Summer Festival, Destination Ann Arbor, Larry and Lucie Nisson, and the University Musical Society.

Natalia Holtzman is a freelance writer based in Ann Arbor. Her work has appeared in publications such as the Minneapolis Star Tribune, the Los Angeles Review of Books, Literary Hub, The Millions, and others.

All photos by Doug Coombe.

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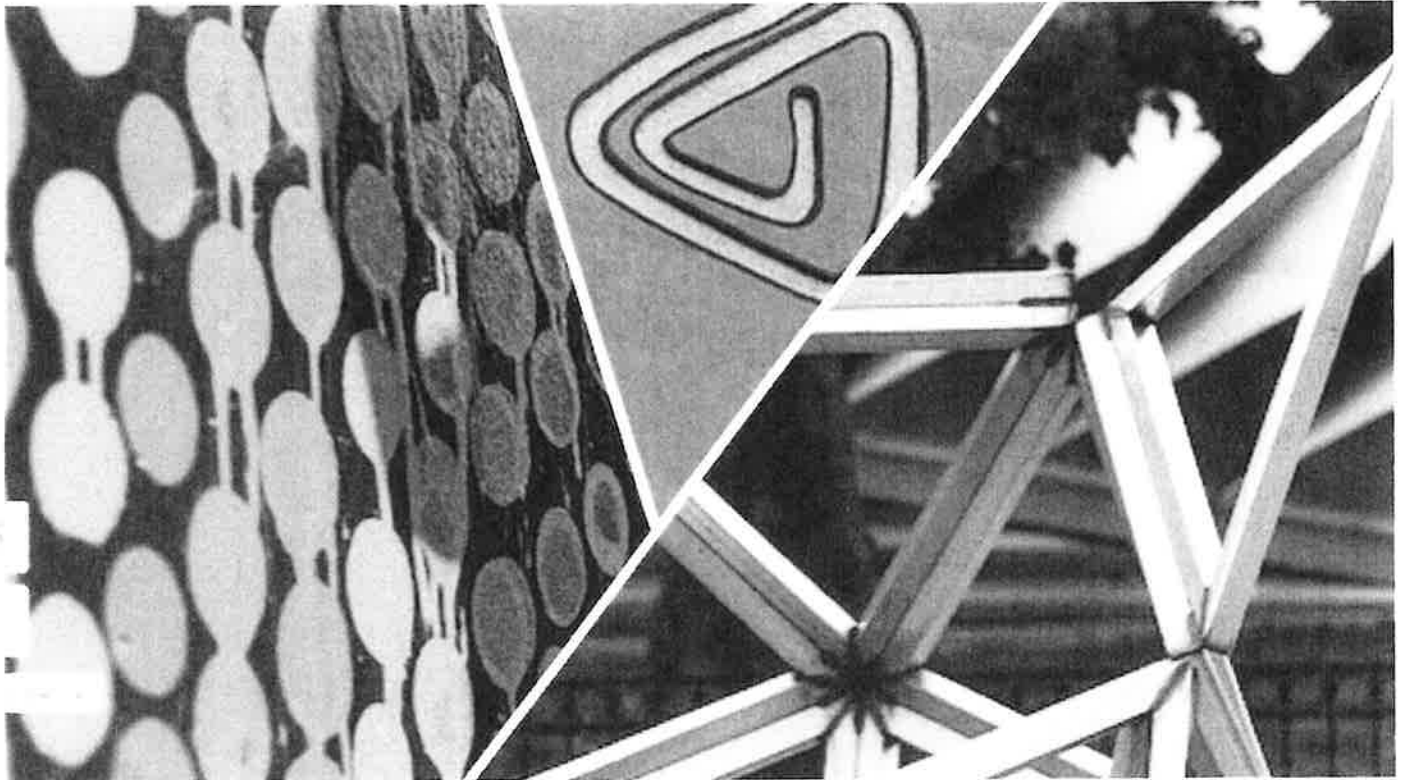
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Details of three public artworks in East Lansing, Michigan, all the result of the City's Percent for Art ordinance.

ARTS & CULTURES | DEVELOPMENT | GOVERNMENT

What Has East Lansing's "Percent for Art" Law Cost and Brought to the City?

Al Hargrave | November 8, 2021

In October of 2014, East Lansing's [Ordinance 1339](#), better known as "the Percent for Art Ordinance," passed through a [City Council vote of 3-1](#). Besides allocating

some public money each year to public art projects, this relatively unusual local law commands private developers who redevelop properties in East Lansing to devote one percent of their total project costs to public-facing art.

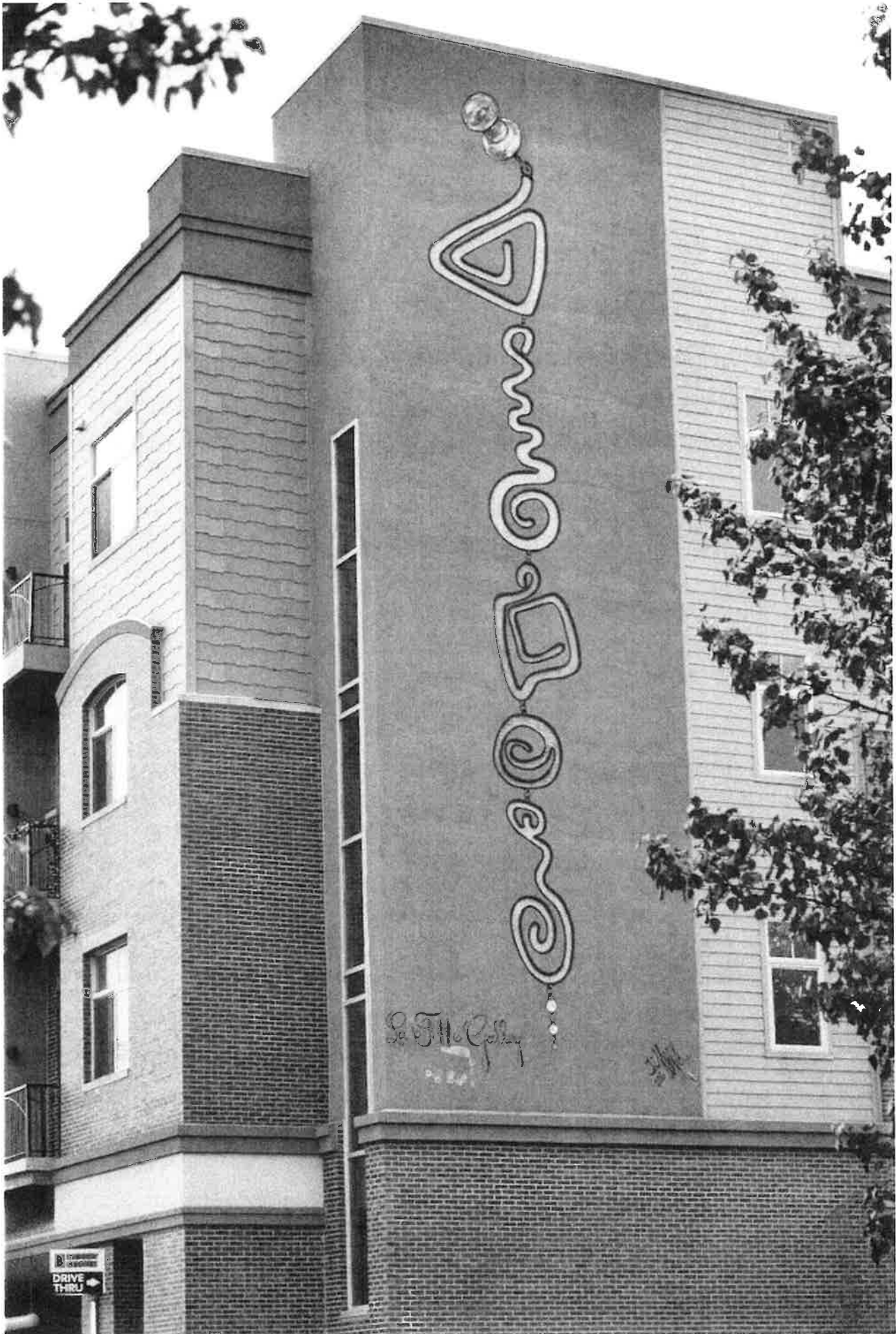
Under the law, developers have three options: (1) install new public-facing art onsite; (2) donate art to the City of East Lansing; or (3) donate funds to the City's Public Art Fund. Failure to complete this requirement can mean a developer is denied final approval of a project by City inspectors.

The total "art charge" is capped at \$25,000 for each project, and not every project is subject to this law. Development projects exempted include projects with a total cost under \$500,000, residential projects with fewer than four units, renovation projects that come in under \$2.5 million, and projects whose fulfillment of the ordinance would be contrary to other laws.

Meanwhile, the law also requires that there "shall be appropriated [to the Public Art Fund] each year by the city council an amount equal to one percent of the cost to the City's general fund of all public facilities or city capital improvement projects unless public art is not legally permissible due to the constraints imposed by the funding mechanism." This money is drawn from existing tax revenues and then specifically diverted to the Public Art Fund.

Seven years into this law, what do we find?

It wasn't until two years after the ordinance was first adopted in 2014 that East Lansing first saw this ordinance's aim fulfilled by a private developer. On the Valley Court side of the new building called "300 Grand" (at 300 W. Grand River), an abstract design was embedded into the facade.



Dylan Lees for ELi

The embedded art on the Valley Court Park-facing side of 300 W. Grand River Ave. marked the first art installed under East Lansing's Ordinance 1339.

Although some people were initially concerned that this ordinance might disincentivize future development in East Lansing, that does not seem to have been the case, and all in all, this ordinance has added public art to widespread parts of East Lansing.

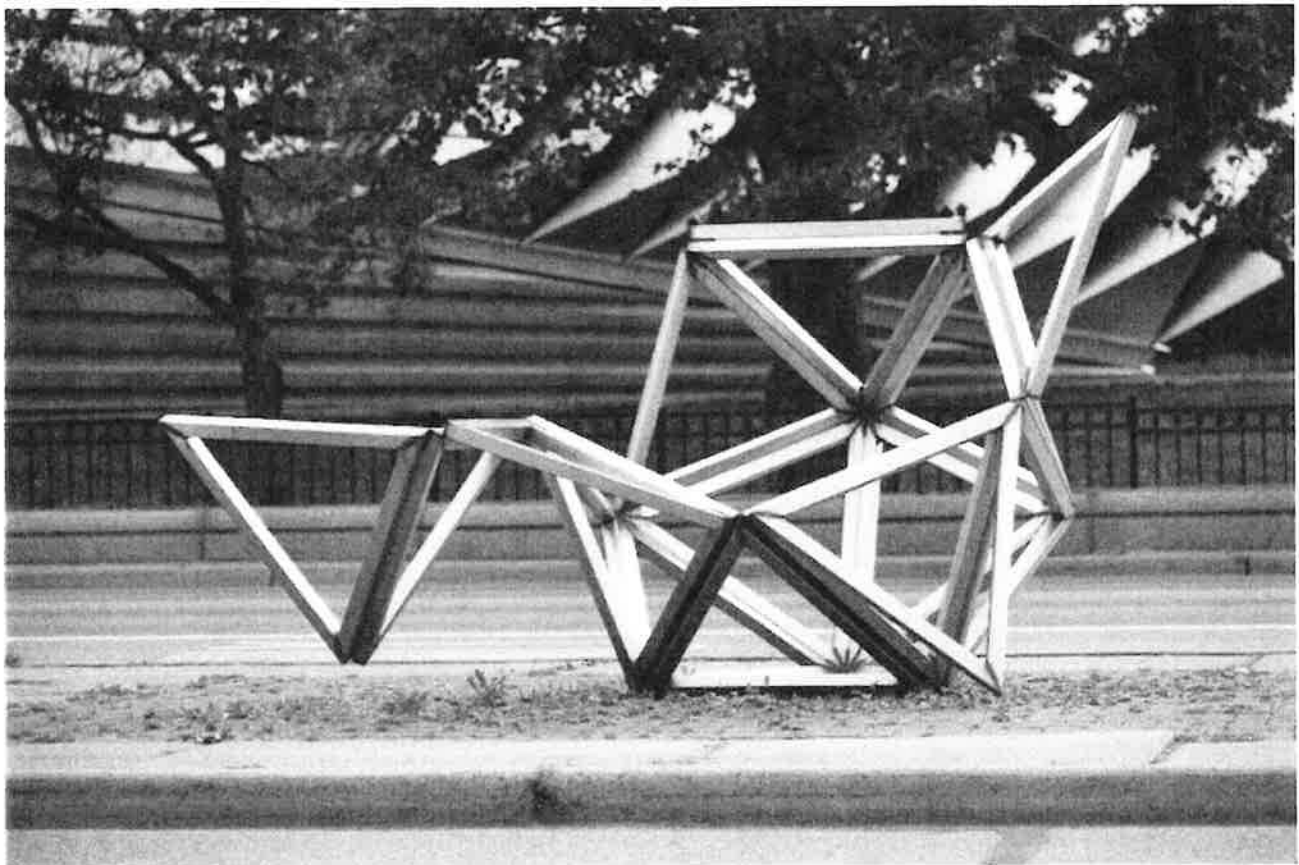
A technicolor Virgin Mary statue, for example, can be found at a relatively new geriatric psychiatric inpatient facility on the City's northside, and another colorful sculpture stands near the Burcham solar array, near Park Lake Road.



Raymond Holt for ELi

This seven-foot-tall statue, by artist Jonpaul Smith, stands at the entrance to Brightwell Behavioral Health's geriatric psychiatric inpatient facility on Coolidge Road.

Since the enactment of the law, developers of eight projects have chosen to install art onsite. Four of these eight installed sculptures onsite, two installed murals, one (for the Bailey Community Center conversion) spent their funds on theater improvements with the Art Commission's approval, and one spent half of their funds installing a sculpture and the other half donating art to the City.



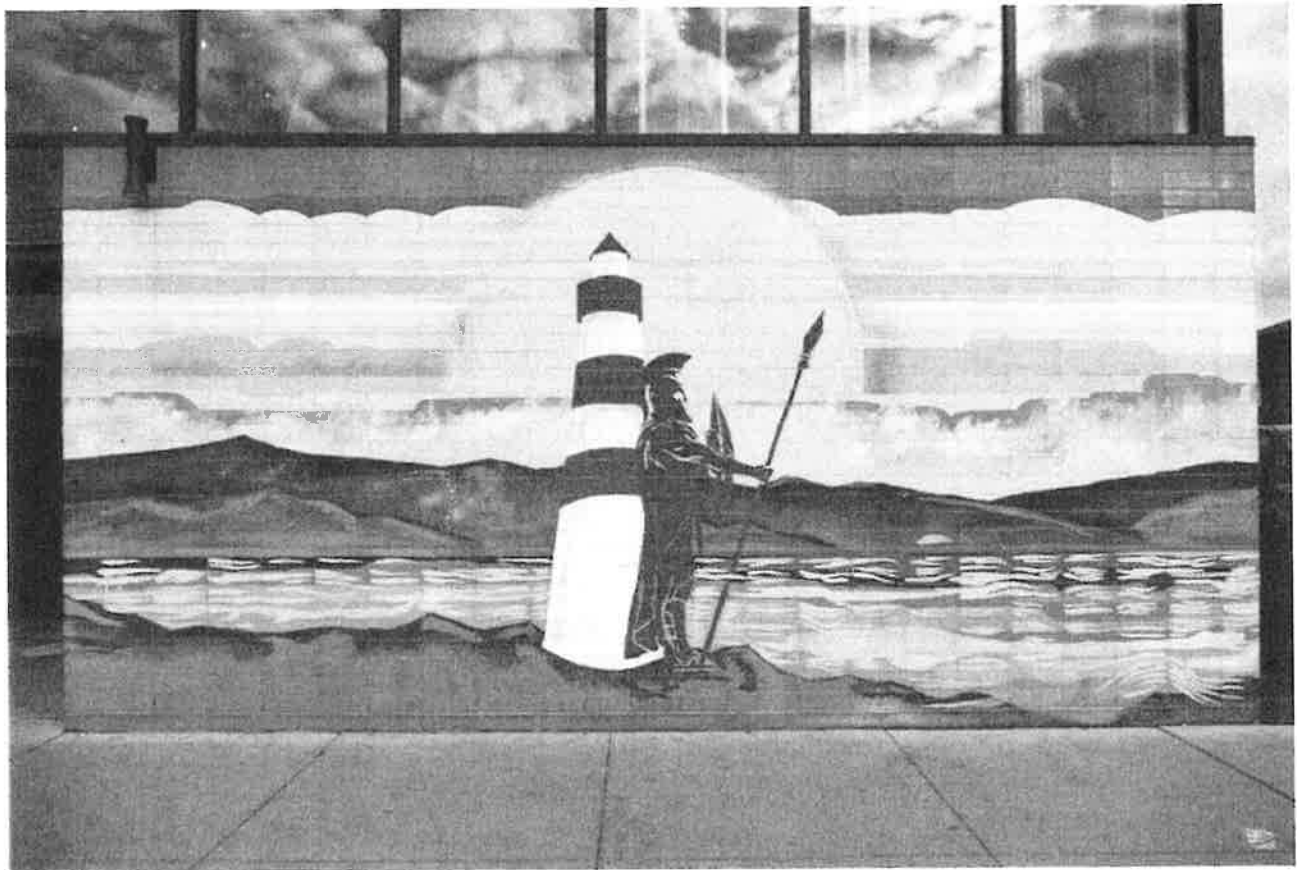
Dylan Lees for ELi

Developers of the building that houses the Broad Art Lab contributed this sculpture created by Elemental Artistry (EA Craftworks) from Grand Rapids, Michigan. The Broad Museum is seen in the background.

As a result of Percent for Art, in the median of Grand River Avenue near the Broad Art Museum stands an artwork made of metal leftover from the museum's construction, in the shape of an unfolded geometric solid. This was the

Ordinance 1339 contribution related to the new building at 565 E. Grand River Ave.

Just down the street, the student housing project called The Hub, located at the intersection of Bogue Street and Grand River Avenue, includes two murals along the ground floor's west and south sides.



Dylan Lees for ELi

A mural at The Hub along Bogue Street by Chicago-based artist Joe Miller.

As of today, rather than installing art, developers of eleven of the 27 projects that have been required to comply with the ordinance have chosen instead to donate their designated funds. Since the first donation in 2016, \$267,500 in cash has been donated to the Public Art Fund by developers under the Percent for Art Ordinance.

Cash donations came, for example, from the developers of the new Costco store, The Quarters student housing complex off Abbot Road, and the Skymint

marijuana dispensary on Coolidge Road.

Using the Freedom of Information Act (FOIA), ELi found that, so far, contributions from developers represent about 82% of the funds incoming under this ordinance, while 16% of total contributions (about \$52,000 in total) have come from the City's General Fund. The remaining 2% (about \$6,000) of the funds were generated from interest. A total of \$325,740 has come into the ordinance's account to date.



Natalie Rose for ELi

Artist Lauren Asta in front of the mural she completed with funds contributed by the developers of the Center City District project.

Would this law hold up if challenged in court?

While the fear of stalling redevelopment with the “Percent for Art” requirement seems to have vanished, developers have expressed frustration to ELi over this ordinance. (None have wanted to go on the record for fear of irritating City officials.)

But because there is a cap of \$25,000 on the amount the ordinance can command from developers, it seems unlikely the constitutionality of the law will ever be challenged in a courtroom, since litigation costs to a plaintiff would likely far exceed \$25,000.

The United States Court of Appeals for the Sixth Circuit, which includes Michigan, dealt with a case that could be seen as similar: Canton Township, Michigan, had an “ordinance requiring property owners to replace trees that they remove from their property or pay into a tree fund,” [according to ABA Journal](#). The court found that “the ordinance imposes an unconstitutional condition on a permit to make productive use of property,” reasoning that might be used to make a case against East Lansing’s Ordinance 1339.



Dylan Lees for ELi

The second mural at The Hub, facing the alley on the south, is generally obscured by the dumpsters.

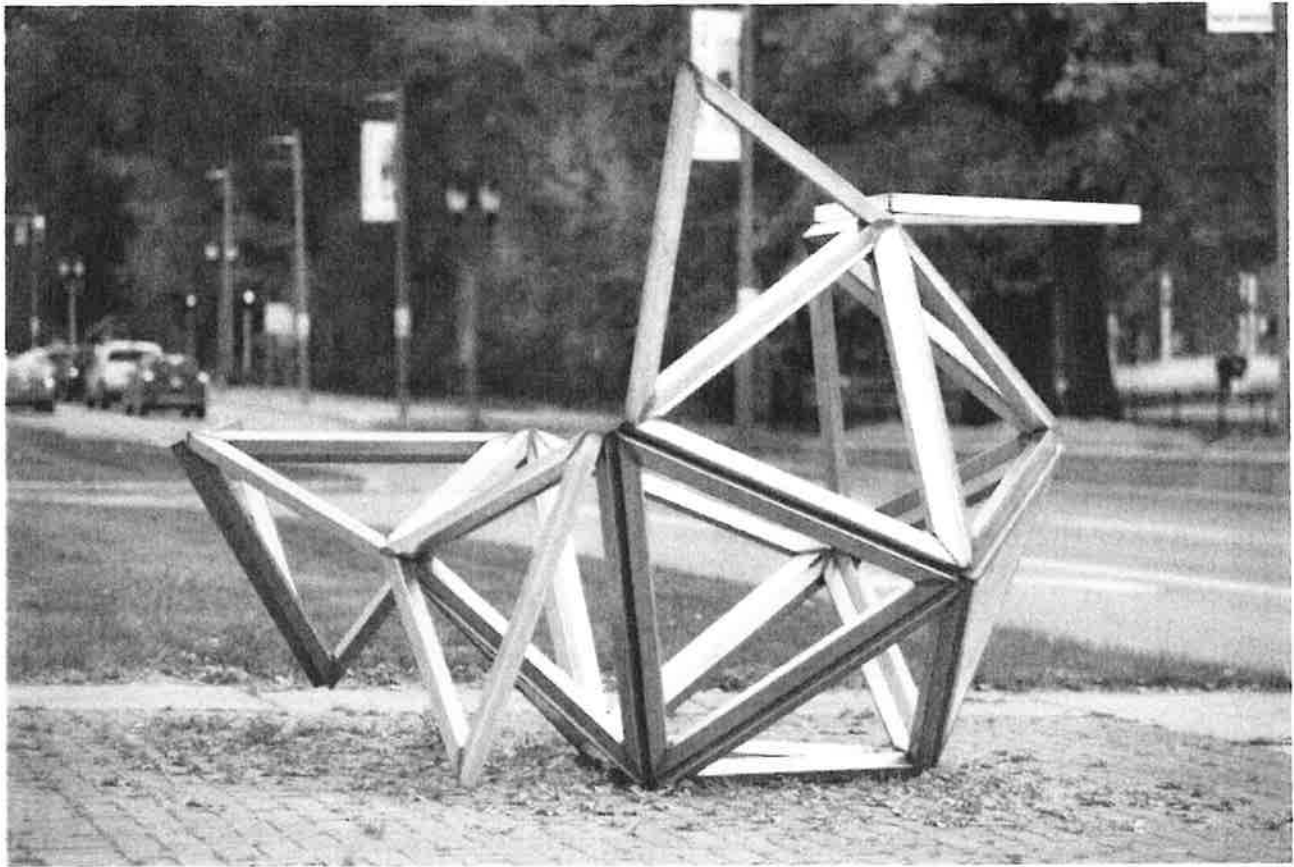
Ordinance 1339 was written to avoid being strictly considered a tax on big commercial redevelopment, since the City is also required to make some contributions under the law. If Percent for Art was funded solely by the private developers required to participate, it would likely be found to violate Michigan state law, which strictly limits local governments' ability to levy new taxes. (That's the crux of the argument in the [class action suit](#) against the City of East Lansing over the BWL franchise fee.)

How does the requirement work in practice?

While developers subject to the law have three options to choose from in terms of their obligation under the Percent for Art Ordinance, it appears that the timeline in which they can fulfill their obligation at least partly is in the hands of the Arts Commission.

If a developer chooses to install art on their property or to donate artwork to the City to be installed on public land or in a public building, the Arts Commission must approve of the artwork. And that often takes multiple meetings and rounds of revision.

When dealing with a proposed "Percent for Art" installation on private property, first, the Commission will look to ensure that the artwork being proposed would be installed in outdoor areas that are highly visible from public areas, inside highly traveled public or private areas that must be accessible to the general public, or, if applied on an exterior or interior wall, visible from somewhere that is highly trafficked by the public.



Dylan Lees for ELi

A view of the downtown East Lansing sculpture created by Elemental Artistry (EA Craftworks) from Grand Rapids, Michigan.

In the ordinance, artwork is not defined by artistic merit or other subjective measures, but instead is approved as “art” as long as it meets the requirement of being considered a sculpture, painting, mosaic, mixed media art, performing art, digital art, or a work of architecture.

If a developer chooses to fulfill the obligation with “a work of architecture,” the Arts Commission will judge the piece to ensure it has “extremely high artistic merit and would make a substantial cultural contribution to the city,” amongst other criteria determined by the Arts Commission.

Next, a developer must ensure that the expenditures and site plan meet the standards of approval. The criteria for this takes up approximately 12 pages of the 19 page ordinance.

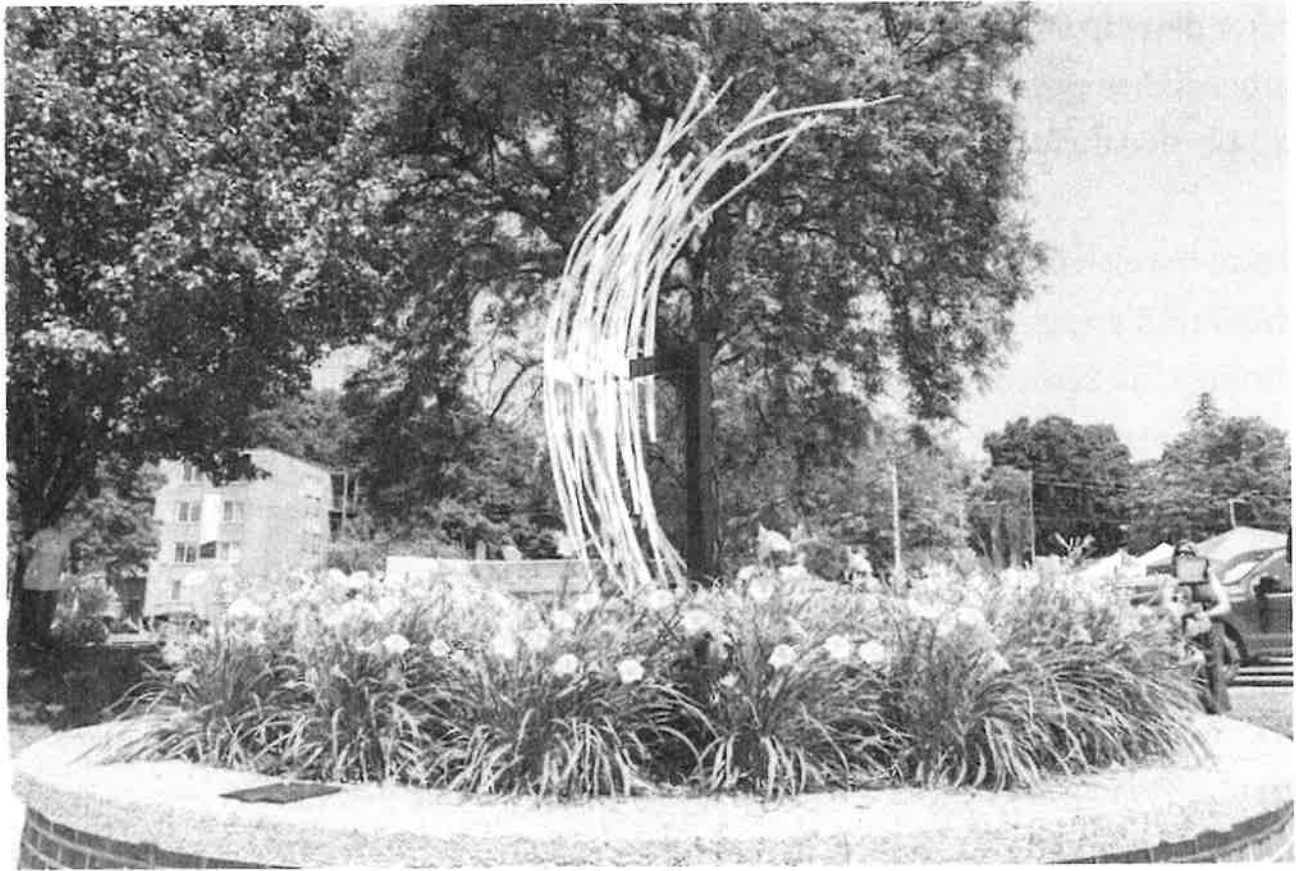
After developers have identified and submitted plans for art onsite, it appears the process they enter into can take considerably longer than if they had chosen to simply donate funds, according to information obtained under FOIA.

From the eleven projects tracked in the FOIA response that ELi received from the City, it appears it takes a developer on average 11.5 months longer to make it through the Percent for Art process with the Arts Commission when they choose to install art on the site of their development compared to when they donate money or art.

The significance of this extended timeline for developers is crucial since their final building approval, called a Certificate of Occupancy (CO), may “hinge on art,” in the words of the Art Commission’s tracking spreadsheet. The City may grant a Temporary Certificate of Occupancy (TCO) while a developer awaits the completion and final approval of their art project.

For those developers that choose to donate money, the Arts Commission must use the funds to establish new art around town. However, we have not seen new art coming via the Arts Commission at the same rate that private developers are installing their art onsite.

Again, we have seen eight new installations from private developers since this ordinance took effect, but while eleven developers have donated funds, only a few projects have come from the Arts Commission’s use of those funds. One example is the “Lemongrass” sculpture in Valley Court Park, a project that used \$50,000 of donated funds.



Raymond Holt for ELi

The sculpture "LEMON GRASS" by local artist Dane Porter in Valley Court Park.

Recently, when the Arts Commission did allocate a portion of the funds to a new project, it did not come without scrutiny or controversy: A [commissioner resigned](#) after the Arts Commission awarded a white artist a \$29,900 contract to paint a mural representing African Americans on the side of the East Lansing Public Library. In speaking about that controversy, Mayor Jessy Gregg said she wanted to see the accumulated funds turned into more art without long delays.

Seven redevelopment projects (of the 27 subject to the law) are yet to be completed. Four of those have art proposals under review by the Arts Commission, while the other three are approved and awaiting installation.

The City of East Lansing offers a map showing some of the public art downtown, [visible here](#). Find the City's spreadsheet on the Public Art Fund [here](#).

Alice Dreger contributed reporting.



DATE: June 17, 2024

TO: Michael Burns, City Manager

FROM: Rich LaBombard
Assistant City Manager / DPW Director

RE: Facility Lease Agreement – Reath Barn –
King Milling

With the departure of the Kent County Youth Fair from Recreation Park, King Milling has approached the City with a request to lease a portion of the Reath Barn located at 229 S. Broadway Street, Lowell. King Milling is proposing to lease the office space of the Reath Barn for wheat harvest grading and storing grading equipment. The attached agreement represents the negotiated terms.

The Richard Reath Barn is a City owned facility located south of the fire department on the west side of Broadway Street. The City has no immediate use for the entire facility; however, the storage area will be excluded from the proposed lease and will be used for Public Works storage.

In total, King Milling proposes to lease 460 square feet. The rent payment for the facility was calculated from conversations with a local realtor based on the type and condition of the facility. It was determined that the space in the Lowell community would rent for \$4 per square foot per year. Therefore, the annual rental rate would be \$1,839.96 per year or \$153.33 per month. The proposed term of the lease will be for up to ten years beginning June 17, 2024 and continuing through June 17, 2034. Occupancy prior to July 1 would be prorated on a per day basis. Either party may terminate the lease with 60 days' written notice.

Any improvements made by King Milling must comply with the City's zoning ordinance and building codes. King Milling will also pay for all utility costs and carry comprehensive general liability coverage and list the City as additional insured.

The City Attorney has prepared the attached lease agreement.

Sample Motion: I recommend City Council enter into a lease agreement with King Milling for a portion of the Reath Barn located at 229 S. Broadway Street.

Attachments:

- Lease Agreement
- Images

LEASE AGREEMENT

THIS LEASE AGREEMENT (the “Lease”) is made and executed as of _____, 2024 (the “Effective Date”), between the **CITY OF LOWELL**, a municipal corporation located at 301 East Main Street, Lowell, Michigan 49331 (the “City”), **KING MILLING COMPANY**, a domestic profit corporation located at 222 West Main Street, Lowell, Michigan 49331 (the “Tenant”).

RECITALS

WHEREAS, the City owns real property located at 229 S. Broadway, Lowell, Michigan 49331, legally described in Exhibit A (the “Property”), which contains a structure commonly referred to as the “Reath Barn”;

WHEREAS, The Tenant has expressed interests in the use of a portion of the Property on a recurring temporary basis during wheat harvest season (typically late June to early August) for the purpose of grading incoming wheat shipments. To continue such purpose, the Tenant desires to lease the portion of the Property depicted on the attached Exhibit B (the “Leased Premises”) in order to grade wheat and other related activities; and

WHEREAS, the City determines that it is in the best interest of the City and surrounding community to enter into the Lease.

NOW, THEREFORE, in consideration of the additional mutual promises, covenants and agreements herein contained, the Parties, intending to be legally bound, hereby agree as follows:

Section 1. Leased Premises. Subject to the terms and conditions of this Lease, the City hereby leases the Leased Premises to King Milling Company. The Leased Premises includes the “office area” to be facilities utilized as depicted in Exhibit B. The Tenant has inspected the Leased Premises and by executing this Lease, Tenant shall be deemed to have accepted the Leased Premises in its then current condition, on an “AS-IS, WHERE-IS” basis and to have acknowledged that the Leased Premises are in the condition and of the nature required by this Lease.

Section 2. Use of Leased Premises. Tenant shall occupy the Leased Premises for use as a wheat grading station and other related activities. The leased premises facilities utilized shall be the “office area” (460 square feet) as shown on Exhibit B.

Section 3. Term of Lease. The term of this Lease shall be for a ten (10) year period beginning June 17, 2024, and ending June 17, 2034 (the “Term”). The Lease term may thereafter be renewed for successive terms upon prior written approval of the City and the Tenant.

Section 4. Rent. The Tenant shall pay the City a monthly payment of \$153.33 (the “Rent”) for 12 months use of the Leased Premises. Payment shall be made on the first of each month, beginning July 1, 2024. Partial month payments will be prorated. For the second year of the Term, beginning July 1, 2025, and any subsequent renewal terms, the monthly Rent payment for the Leased Premises shall be adjusted on the first day of each lease year by: (a) the percentage change in the Consumer Price Index All Urban Consumers (CPI-U), U.S. city average, as published by the U.S. Department of Labor (the “CPI”), with the percentabe change in this CPI determined against the 2024 CPI (the result of which is the “CPI Change / Rent Adjustment”); and (b) provided however, that for purposes of this Rent adjustment (i) Rent shall not decrease relative to the prior year’s Rent amount (in which event the prior year’s Rent will remain for that lease year), and (ii) and CPI Change / Rent Adjustment shall be capped at three percent (3%) above the prior year’s Rent amount.

Section 5. Taxes and Special Assessments. The City shall be responsible for all *ad valorem* property taxes or special assessments related to the Property during the Term.

Section 6. Insurance and Indemnity. Tenant shall maintain during the Term of this Lease a comprehensive general liability insurance policy covering the Leased Premises covering death, bodily injury, and property damages in the amount of \$1,000,000 per occurrence and \$2,000,000 in the annual aggregate. Any such policy shall add the City as an additional insured and shall provide that the insurance shall not be discontinued without thirty (30) days' prior written notice to the City. The Tenant shall provide the City with written evidence of such insurance. Any contractor performing work in, on, or about the Leased Premises at the direction of the Tenant shall obtain and maintain insurance identical to the limits set forth herein and shall list the City as an additional insured. Any such contractor shall, before commencing construction work on the Leased Premises, submit evidence of the required insurance to the City.

Tenant hereby agrees to indemnify the City and their respective members, managers, employees, and agents (collectively, the "Indemnified Parties") and hold the Indemnified Parties harmless from any liability or claim for damages which may be assessed against the Indemnified Parties by reason of any accident or casualty occurring in, on, or about the Leased Premises. The provisions of this paragraph shall survive the Term or termination of this Lease.

Section 7. Utilities. Upon execution of this Lease, the City will work with Lowell Light and Power to install meters on the Leased Premises. The Tenant shall pay any necessary utilities incurred during its occupancy. During the Term, the Tenant shall timely pay for any and all utilities serving the Leased Premises, including, but not limited to water, sanitary sewer, electric, and natural gas. The Tenant acknowledges that a portion of the garage and the arena that is not part of the Leased Premises may share a meter with the Leased Premises and hereby agrees to pay for such meter; however, no significant electrical usage is anticipated in such unleased area.

Section 8. Maintenance of Leased Premises; Repair and Replacement. Except as otherwise provided in this Lease, the Tenant, at their own expense, shall keep and maintain, or cause to be kept and maintained, the Leased Premises in a neat and clean manner. The Tenant shall be solely responsible for general maintenance during the Term of the Lease. The City shall keep and maintain, or cause to be kept and maintained, areas of the lawn that are accessible by mowing equipment. If mowing equipment cannot reach an area on the lawn, then lawn maintenance shall be the responsibility of the Tenant.

Section 9. Keys. Prior to the commencement of the Term, the City will reasonably secure the Leased Premises and provide the Tenant access to such Leased Premises.

Section 10. Parking. Tenant, including any of their employees, agents, invitees, and guests shall only park on hard surface areas or gravel lots. Parking on any other areas, such as on the lawn, is prohibited.

Section 11. Trash Removal. Tenant shall be responsible for the removal of all trash and bulk items from the Leased Premises.

Section 12. Personal Property of the City. The City intends to leave certain items of personal property on the Leased Premises, such as a combination safe, but hereby reserves the right to remove such property if desired. The personal property subject to removal may be removed upon notification to the Tenant at any reasonable time.

Section 13. Termination. The City or the Tenant may terminate this lease with sixty (60) days' written notice to the other parties, with or without cause. The City may terminate this lease immediately and

without notice in case of an emergency or threat to the public health, safety, or welfare.

Section 14. Improvements and Alterations to Leased Premises. Tenant is permitted to make reasonable physical improvements to the Leased Premises in connection with the Designated Use, provided that such Improvements do not cause structural changes or may result in damage to the Leased Premises or any structure thereon. The Tenant shall be responsible for giving all notices required by federal, state, and local laws, rules, regulations, or ordinances and will secure and pay for all permits and licenses necessary for the completion of the Improvements. At the end of the Term of this Lease or upon early termination as provided for in Section 13 herein, any Improvements to Leased Premises, other than Improvements affixed to the realty, shall be removed by the Tenant, at their sole expense, within thirty (30) days of the end of the term of this Lease or earlier termination date. The City may require any curbs removed for purposes of the parking area to be restored to their original condition. Any Improvements affixed to the realty shall belong to the City. Any damages to the Leased Premises resulting from use during the Lease, or from removal of Improvements, shall be repaired at the Tenant's sole expense. If the Tenant fails to return the Property in its entirety to its original condition, the City shall have a cause of action against the Tenant for full recovery of costs and damages.

Section 16. Signage. Any signage, either temporary or permanent, on the Leased Premises shall be in conformity with City's Code of Ordinances and other applicable rules and regulations.

Section 17. Assignment. The Tenant shall not assign the Lease in whole or in part or sublet all or any portion of the Leased Premises without the written consent from the City.

Section 18. Notices. All notices required or permitted under this Lease shall be in writing and deemed given upon personal delivery or two (2) business days after being mailed first class, postage prepaid in the United States mail to the party to be notified at the address set forth in the first paragraph of this Lease or such other address as the party shall have indicated by notice to the other party.

Section 19. Governing Law. This Lease shall be governed by the laws of the State of Michigan. If any provisions of this Lease or portions of this Lease, or their application to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this Lease shall not be affected and each provision of this Lease shall be valid and enforceable to the fullest extent permitted by law.

Section 20. No Partnership. Nothing contained in this Lease shall be deemed or construed by the parties as creating the relationship of principal and agent or of partnership or by joint venture between the parties hereto, it being understood and agreed that no provision of this Lease, nor any acts of the parties under this Lease, shall be deemed to create any relationship between the parties other than the relationship of the City, as landlord, and King Milling Company, as tenants.

Section 21. Waiver. The failure of the City or the Tenants to insist upon the strict performance of any of the terms, covenants, or conditions of this Lease shall not be deemed a waiver of any subsequent breach or default in the terms, covenants, and conditions in this Lease.

Section 22. Joint and Several Liability of Tenant. Tenant is responsible for the payment of rent and all covenants and terms of this Lease.

Section 23. Severability. If any provision of this Lease should be or become invalid, such invalidity shall not in any way affect any of the other provisions of this Lease, which shall continue to remain in full force and effect. This Lease shall bind and benefit the City and the Tenants and their successors, heirs, administrators, legal representatives, executors or assignees, if any.

Section 24. Reserved Rights. The City reserves the right to enter the Leased Premises, as may be

allowed by law for inspection, repairs, alterations or additions, inspection of the Leased Premises, and other like purposes, including, specifically, inspections by the City's building official, all of which shall be made at reasonable times, with or without notice to the Tenants. Further, the City shall have the right to reasonable ingress and egress from the Storage Area depicted in Exhibit B.

Section 26. Entire Agreement; Amendment. This Lease contains all of the terms and conditions of the agreement of the parties concerning the Leased Premises. This Lease may be amended only by a written agreement signed by the City and the Tenants.

[Signature page follows.]

IN WITNESS WHEREOF, the City, and King Milling Company have executed this Lease as of the date first set forth above.

CITY OF LOWELL

By: _____
Michael DeVore, Mayor

Attest: _____
Susan Ullery, City Clerk

KING MILLING COMPANY

By: _____
Name: _____
Title: _____

EXHIBIT A

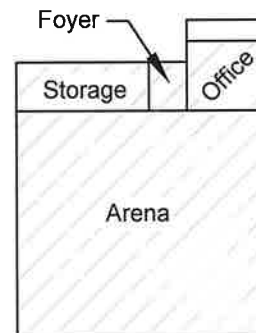
LEGAL DESCRIPTION OF PROPERTY

PART OF VACATED GRAND AVE & PART OF MRS SNELL'S ADD & PART OF GOVT LOT 8 OF SEC 2 T6N R9W DESC AS - COM 18.50 FT S 12D 04M 19S W ALONG ELINE OF MRS SNELL'S ADD & 127.94 FT S 71D 12M 49S E & 41.50 FT N 57D 59M 20S E FROM SE COR OF LOT 3 BLK 5 OF SD PLAT TH S 57D 59M 20S W 41.5 FT TH S 75D 27M 02S E 18.0 FT TH S 11D 52M 58S W 55.65 FT TH N 82D 19M 13S W 18.0 FT TH S 11D 21M 22S W 27.0 FT TH N 85D 13M 32S W 21.0 FT S 11D 13M 28S E 32.0 FT TH S 77D 19M 22S E 11.0 FT TH S 11D 48M 38S W 203.55 FT TH S 1D 25M 08S W 370.0 FT TO S LINE OF SEC TH WLY ALONG S SEC LINE TO ELY LINE OF SD PLAT TH NLY ALONG ELY LINE OF SD PLAT TO SE COR OF LOT 10 BLK 10 OF SD PLAT TH W ALONG S LOT LINE TO ELY LINE OF BROADWAY ST /66FT WIDE/ TH NLY ALONG ELY LINE OF SD ST TO NW COR OF SLY 35 FT OF SD LOT 3 BLK 5 TH E TO NE COR OF SD SLY 35 FT TH N 12D 04M 19S E ALONG ELYLINE OF SD PLAT 329.2 FT TH S 88D 33M 57S E 335.25 FT TH N 15D 26M 31S W 223.62 FT TO A PT 68.71 FT S 89D 14M 24S E ALONG N LINE OF GOVT LOT 8 & 23.1 FT S 87D 23M 45S E ALONG N LINE OF GOVT LOT 8 FROM SE COR OF LOT C BLK 2 OF SD PLAT TH ELY ALONG SD N LINE TO W BANK OF FLAT RIVER TH SLY ALONG W BANK OF SD RIVER TO A LINE BEARING S 84D 44M 47S E FROM BEG TH N 84D 44M 47S W 365 FT M/L TO BEG

Hudson Street

Reath Barn
229 S. Broadway Street

Office Area - 23' x 20' = 460 sq ft



Broadway Street



Bowes Road







MEMORANDUM

DATE: June 17, 2024

TO: Michael Burns, City Manager

FROM: Rich LaBombard
Assistant City Manager / DPW Director

RE: Comprehensive Tree Plan 2024-2025

Annually, the Arbor Board updates the Comprehensive Tree Plan in preparation for presenting it to the Lowell City Council for the upcoming fiscal year. The current 2023-2024 plan was approved by the Arbor Board in June 2024. The Arbor Board and Department of Public Works personnel have provided input on the attached draft plan for 2024-2025.

The Arbor Board Chair will present the plan to City Council for adoption.

Sample Motion: I recommend the City Council adopt the Comprehensive Tree Plan for 2024-2025 as recommended by the Arbor Board.



City of Lowell Arbor Board Comprehensive Tree Plan 2024-2025

Introduction

An urban forest is a valuable asset to any city. Trees improve the quality of our air and water, reduce our energy costs by providing shade, they reduce noise pollution, increase our property values, and make a neighborhood a more attractive and desirable place to live, work, and shop.

Trees have other benefits, too. Especially in an urban environment, tree canopies filter and absorb toxic gases including carbon monoxide, nitrogen dioxide and sulphur dioxide. Trees have also been shown to be very effective at trapping fine dusts and toxic particles, the trapped dust being washed to the ground by rain.

If you look out your window and see a tree, do you know what kind of a tree it is? Do you know how healthy it is? Do you know how old it is? Does it matter?

Benefits of Community Trees: As architectural elements, trees create interest with their ever changing colors and textures. They act as unifiers, pulling together disparate elements in the urban landscape. They serve to soften and smooth (or de-emphasize) harsh angles and lines of individual buildings.

As articulators, trees help to clarify, delineate, and emphasize areas. Because of their natural beauty, trees help to humanize harsh city landscapes by encouraging people to stop, reflect, and relax. Trees modify the urban climate by slowing wind movement, reducing irritating noise levels, controlling glare and reflection from buildings, cooling city streets in summer, and purifying air as they filter out pollutants and add oxygen to the immediate environment.

Properly placed trees can reduce residential heating and cooling costs by an estimated 20 to 50 percent. Trees also have real estate value. According to the U.S. Forest Service, trees increase property values by 10 to 15 percent.

Roles and Responsibilities

The general powers granted to the City of Lowell through its charter define the role of the City Council, the Arbor Board and the City Manager (and staff). Generally, the charter states the following under Section 3.1:

Providing for the control over all trees, shrubs and plants in the public streets, highways, parks, or other public places in the City, all dead and diseased trees on private property and trees on private property overhanging the street, sidewalk, or public places, including the removal thereof and assessing the cost thereof against the abutting property as a special assessment.

City Council: The City Council has overall responsibility for setting policy and vision and ensuring that activities of the Arbor Board and the City Manager relating to trees support the overall vision and mission. Specifically, the City Council:

- Consents to appointments to the Arbor Board as directed by the Mayor.
- Approves an annual plan submitted to the Council by the Arbor Board.
- Approves a budget that appropriates resources to implement the annual plan and for other tree-related activities.
- Sets fees and special assessment districts for removal and replacement of trees.

City Arbor Board: The Arbor Board was organized in 2007 in response to citizen concerns that action needed to be taken to offset the impact of trees being removed through infrastructure growth and improvements. At the time, the city was lacking an overall policy pertaining to the removal and replacement of trees within the community. With the creation of the Arbor Board there is greater interaction between citizens and city staff that results in the creation and implementation of a long-term plan.

The duties and responsibilities of the Lowell Arbor Board are defined in Chapter 23 of the Code of Ordinances for the City of Lowell. Specifically, the Arbor Board:

- Shall study, investigate, counsel, and develop, annually update and administer a written plan for the care preservation, pruning, planting, replanting, removal or disposition of trees

and shrubs in public parks, along public streets and roads, within public right-of-ways and within other public areas.

- At the request of the City Council, consider, investigate, make findings, and report and make recommendations on any matter or question within the scope of its work.
- Work with the City Manager and staff to administer the Comprehensive Tree Plan.

City Manager and Staff: The City Manager has specific duties outlined in the City Charter relating to trees and carries out these duties with the assistance of qualified staff. Specifically, the City Manager must:

- Provide technical assistance to the Arbor Board and ensure that the Comprehensive Tree Plan is implemented.
- Accept application from any person desiring to plant shade or ornamental trees in any public right-of-way and make a determination providing whether or not such trees may be planted.
- Authorize trimming of trees standing in or that may overhang any highways, streets, avenues, or which in any manner obstruct the public lighting of the city.
- Authorize the removal of an existing tree, shrub or other woody plant located in the street right-of-way, a city park, or other city-owned property.
- Authorize the planting and spacing of new trees in accordance with prescribed planting practices. See attached guidelines.
- Ensure that provisions of the City Code of Ordinances relating to noxious shrubs, weeds and grass are enforced.

Comprehensive Tree Plan for the City of Lowell

Vision Statement: It is the intent of the Arbor Board to seek input from the community as to the direction and accomplishments to be pursued by the Arbor Board. This can be done through community meetings or on-line surveys utilizing the city website. One significant goal should be for the planting and the continuing maintenance of trees along West Main Street. The preferred plan is to locate trees within the highway right-of-way. Lowell is fortunate to have the financial support of our local foundations for our continued support.

Plan Area: For the purposes of defining the plan area the City of Lowell is divided into several geographical areas. The Flat River will define the East and West boundaries of the city and Main Street will define the northern and southern boundaries. Additionally, we can further define Lowell by designating generic "Downtown Shopping Areas" and "West Main Shopping Areas." If any additional areas are to be defined, they will be outlined by utilizing common street names.

Goals (Accomplishments?): To maintain, at a minimum, and to improve on the Urban Forest Canopy within the city proper. This includes residential neighborhoods, city park properties and commercial districts. Significant amounts of trees throughout the community have been devastated by insect infestation, thereby causing the loss of tree cover and inventory. A significant cost will be incurred in the coming year(s) and may curtail some of the planting progress. Fortunately, this is being offset by tree planting progress.

To date, the Arbor Board has authorized the installation of various varieties throughout the community. Tree selections and tree planting has been accomplished through the use of selected contractors, under the direct supervision of the Department of Public Works.

This has been done with the financial participation from the City of Lowell and Lowell Light and Power, the LCTV Fund, and the Look Fund and the very generous support of the Lowell Area Community Fund. It will be our intent to continue to utilize funds from these various community sources on an annual basis.

City of Lowell Comprehensive Tree Plan Areas by Zone – 2024-2025

Zone 1 — North / East Side

1. Replacement of Cemetery trees that have died/fallen/been removed (5) - \$500 each
2. Removal of selected dead/dying trees from street parkways. - \$500-\$1000 each depending on size
3. Maintain and trim trees and remove along ROW.
4. Washington Street Reconstruction Project tree replacement (5) - \$500 each

Zone 2 — South / East Side

1. Continued trimming of trees at Rogers Field/Moose Property. – City forces
2. Removal of selected dead/dying trees from street parkways. - \$500-\$1000 each depending on size
3. Maintain and trim trees and remove along right-of-way.

Zone 3 — Downtown District and Riverwalk Park

1. Review existing trees in downtown area, develop plan for replacement when needed.
2. Trim trees in the downtown district - \$2000 lump sum to shape trees
3. Tree planting on property north of Library. - \$500 each
4. Trim trees around Library mechanical equipment – City forces

Zone 4 — West Main Shopping Area

1. Recommend agreement with Michigan Department of Transportation to plant trees in right-of-way along M-21.
2. LARA — Discuss tree planting plan to replace trees removed for trail extension.

Zone 5 — North / West Side

1. Review trees in Creekside Park, develop plan for replacement when needed. - \$500 each
2. Maintain and trim trees and remove and replace along right-of-way.

Zone 6 — South / West Side

1. Review trees in Recreation Park and develop tree replacement plan that fits with future proposed improvements to Recreation Park.
2. Maintain and trim trees and remove along right-of-way. Design Tips & Guidelines:

Location:

The municipality will be mindful of the necessity to provide utility services to residents through overhead and underground services. As such, trees planted within the public right-of-way shall be selected based on those conditions. Refer to vegetation ordinance, "Planting Trees on Public Property" section.

Spacing:

Many neglect to space their trees properly which leads to overgrown, crowded conditions. This is detrimental to a trees nutrient intake and overall health.

1. For trees which mature greater than 60 feet, plant a minimum 20 feet from a building and 40 feet apart.
2. For tree which mature between 30 and 60 feet, plant a minimum 15 feet from a building and 35 feet apart.
3. For trees which mature less than 30 feet, plant a minimum 10 feet from a building and 15 feet apart.
4. Plant trees no less than 15 feet from a driveway, 10 feet from a utility pole, and 30 feet from an intersection.
5. Do not plant trees that grow over 20 feet tall under power lines.

Selection:

To the best of its ability, the municipality shall select tree species that conform to right tree, right place standards AND when planted adjacent to roadways shall have the properties of being salt tolerant. Furthermore, non-fruit bearing trees are preferred to prevent unnecessary production of fruits that create slip hazards on public sidewalks and limit organic material (i.e. fruit, seed pods) from entering the municipal storm drain systems.

New Tree Maintenance:

It is recommended that new trees installed within the public right-of-way shall be given the best opportunity to thrive. As such, when weather conditions require, water bags shall be installed and routine watering will be provided to ensure new installations are thoroughly watered on a consistent basis. Mechanical devices such as water bags may be used for up to two years to provide the best opportunity for the new installation to properly establish. New trees shall be staked for up to two years to ensure proper establishment.

MEMO

Lowell City Airport MDOT Loan Request

June 12, 2024

The Lowell City Airport's official Aim and Purpose is to: "Promote recreational and commercial aviation by offering a safe, unique small-town environment. We endeavor to inspire curiosity in aviation while supporting growth in education, commerce and innovation for Lowell and its surrounding communities."

In keeping with the intentions of the Aim and Purpose, one of our goals is to improve our main runway surface, 12/30, for safety and much needed surface improvements.

Our selected contractor, Strawser Construction Inc., is an approved contractor for the Kent County Road Commission. Strawser has quoted the Lowell airport with a not to exceed number of \$65,713 for the resurfacing scope of work listed below:

- Mobilization of equipment to Lowell Airport (24C)
- Delivery of material for resurfacing
- Equipment and labor allowance for the following:
 - removal of loose debris from the runway surface,
 - application of liquid asphalt,
 - application of aggregate stone chip,
 - application of primary top coat,
 - application of the secondary coat,
 - and all required heavy rolling required to ensure surface quality.

The quoted work is expected to take place in the summer of 2024 and span 2 days with an additional 1 day of recommended cure time. We will plan 4 total days of halted operation at 24C with all appropriate Notices to Airmen (NOTAMS) and signage as required.

A secondary step will be for runway remarking. We will partner with the MDOT Aero runway remarking program to coordinate time after the resurfacing. The remaining \$15,000 of the requested loan will be ample to cover this cost.

Runway 12/30 is our most critical infrastructure component at our airport. This resurfacing project will improve the existing condition of our runway and provide many years of extended service life at a very reasonable cost. Lowell currently has every hangar on the field leased out to active pilots, with aircraft in current annual condition that fly on a regular basis.

We plan to increase the lease prices by 10% upon lease renewal and apply that increase to the repayment of the loan. Our tenants have welcomed these increases in the past when they see large capital improvements to the airport and its facilities as a result.

Our last increase was applied when we paved taxiways to all of our T-hangars on the west side of the airport. Above all else, even with the intended increase, we remain competitive with area airports of similar size and structure. The airport board anticipates full payment of the loan in 60 months. We currently have the annual revenue to support this, and any increase to the tenant leases will only improve that position.

The resurfacing of our primary runway will also enhance the marketability of the Lowell airport. Our next phase will be to add additional hangars. We are currently turning away prospective tenants due to lack of hangar space. The airport board determined the health of our primary runway should be improved before adding additional operations.

Please advise regarding any further documentation and/or action required of the Lowell Airport Board and Manager at this time. Please reach out at your convenience if there are any clarifications or questions.

Sincerely,

Casey Brown
Airport Manager
Lowell City Airport
Mobile 616-819-9629
730 Lincoln Lake
Lowell, MI 49331



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 12, 2024
TO: Michael Burns, City Manager
FROM: Susan Ullery, City Clerk
RE: Proposed Zoning Ordinance Text Amendment

At its meeting of May 13, 2024 the Planning Commission reviewed an amendment that represents an update to Section 4.10 of the Zoning Ordinance to include provisions related to seasonal merchandise sales. The amendment would allow zoning enforcement officer to issue a permit for the temporary sales of merchandise related to a periodic or seasonal event for up to one month, with one extension possible if the season or event continues. The amendment also provides for additional factors to be considered by the zoning enforcement officer when evaluating a temporary use, such as traffic, off-street parking and potential harm to adjacent properties.

Recommended Motion: That the Lowell City Council accept the recommendation of the Planning Commission and approve the proposed zoning ordinance text amendment 24-01.

PC approved 5.13.24

CITY OF LOWELL
KENT COUNTY, MICHIGAN
ORDINANCE NO. 24-01

**AN ORDINANCE TO AMEND SECTION 4.10 "TEMPORARY USES OR BUILDINGS
REQUIRING ZONING ENFORCEMENT OFFICER AUTHORIZATION" APPENDIX A,
"ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL**

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment of Section 4.10. Section 4.10 of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to read in its entirety as follows:

Section 4.10. - Temporary uses or buildings requiring zoning enforcement officer authorization.

A. Upon application, the zoning enforcement officer may issue a permit for the following temporary buildings or uses. Each permit shall specify a location for such building or use and shall be valid for a period of not more than six (6) calendar months. Permits may be renewed by the zoning enforcement officer for one (1) additional successive period of six (6) calendar months or less at the same location and for the same purpose.

1. Temporary office building or construction yard incidental and necessary to construction at the site where located.
2. Temporary sales office or model home incidental and necessary for the sale or rental of real property in a new subdivision or housing project. In any case, such temporary office or model home shall be removed when fifty (50) percent or more of the lots or units have been sold or leased.

B. Seasonal Merchandise Sales. Upon application, the zoning enforcement officer may issue a permit for the temporary sale of merchandise in the C-3, General Commercial district, related to a seasonal or periodic event, subject to the following standards:

1. In considering a request for a temporary permit, the zoning enforcement officer must determine that the operation of such a use is seasonal in nature and will not be established as a permanent use.
2. Each permit shall be valid for not more than one (1) calendar month and may be renewed by the zoning enforcement officer for one successive period of one (1) additional month, provided the season or event to which the use relates is continued.
3. Merchandise offered for sale shall be limited to small items directly related to the seasonal or periodic event, including but not limited to pumpkins, Christmas trees, fireworks, and similar items. In no case shall the sale of large items or equipment such

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PC approved 5.13.24

as cars, trucks, motorcycles, off-road vehicles, boats, RVs, construction equipment, and similar items be permitted. If there is a question or uncertainty related to whether a permit for temporary merchandise may be issued, the Zoning Enforcement Officer may refer the matter to the Planning Commission for a decision.

4. The provisions of this Section are not intended to regulate peddlers or solicitors as defined and regulated by the provisions of Chapter 15 of the City of Lowell Code of Ordinances.

C. In considering authorization for all temporary uses or buildings, the zoning enforcement officer shall consider the following standards and may attach reasonable conditions to temporary uses or structures to ensure that the standards of this section are met. The zoning enforcement officer shall determine that:

1. The use or structure will not have an unreasonable detrimental effect upon adjacent properties;
2. The use or structure is reasonably necessary for the convenience and safety of the construction proposed;
3. The use or structure does not adversely impact the character of the surrounding neighborhood;
4. Access to the use area or structure is located at a safe location.
5. Access to the area or structure will not constitute a traffic hazard due to ingress or egress;
6. Adequate off-street parking is available to accommodate the use;
7. The use or structure shall not create or emit noise, odors, vibration, dust, smoke or glare that is obnoxious, harmful or a nuisance to adjacent properties or the neighborhood;
8. If the zoning enforcement officer finds that any conditions of the temporary use permit or any requirements of this ordinance or other ordinances of the city have been violated, the temporary use permit may be rescinded.

Section 2. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

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PC approved 5.13.24

YES: Councilmembers _____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2024

Susan Ullery
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on _____ 2024, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____, 2024. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2024, and was effective _____, 2024, ten (10) days after publication.

Dated: _____, 2024

Susan Ullery
City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN
ORDINANCE NO. 24-01**

**AN ORDINANCE TO AMEND SECTION 4.10 "TEMPORARY USES OR BUILDINGS
REQUIRING ZONING ENFORCEMENT OFFICER AUTHORIZATION" APPENDIX A,
"ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL**

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment of Section 4.10. Section 4.10 of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to read in its entirety as follows:

Section 4.10. - Temporary uses or buildings requiring zoning enforcement officer authorization.

- A. Upon application, the zoning enforcement officer may issue a permit for the following temporary buildings or uses. Each permit shall specify a location for such building or use and shall be valid for a period of not more than six (6) calendar months. Permits may be renewed by the zoning enforcement officer for one (1) additional successive period of six (6) calendar months or less at the same location and for the same purpose.
 - 1. Temporary office building or construction yard incidental and necessary to construction at the site where located.
 - 2. Temporary sales office or model home incidental and necessary for the sale or rental of real property in a new subdivision or housing project. In any case, such temporary office or model home shall be removed when fifty (50) percent or more of the lots or units have been sold or leased.
- B. Seasonal Merchandise Sales. Upon application, the zoning enforcement officer may issue a permit for the temporary sale of merchandise in the C-3, General Commercial district, related to a seasonal or periodic event, subject to the following standards:
 - 1. In considering a request for a temporary permit, the zoning enforcement officer must determine that the operation of such a use is seasonal in nature and will not be established as a permanent use.
 - 2. Each permit shall be valid for not more than one (1) calendar month and may be renewed by the zoning enforcement officer for one successive period of one (1) additional month, provided the season or event to which the use relates is continued.
 - 3. Merchandise offered for sale shall be limited to small items directly related to the seasonal or periodic event, including but not limited to pumpkins, Christmas trees, fireworks, and similar items. In no case shall the sale of large items or equipment such

as cars, trucks, motorcycles, off-road vehicles, boats, RVs, construction equipment, and similar items be permitted. If there is a question or uncertainty related to whether a permit for temporary merchandise may be issued, the Zoning Enforcement Officer may refer the matter to the Planning Commission for a decision.

4. The provisions of this Section are not intended to regulate peddlers or solicitors as defined and regulated by the provisions of Chapter 15 of the City of Lowell Code of Ordinances.
- C. In considering authorization for all temporary uses or buildings, the zoning enforcement officer shall consider the following standards and may attach reasonable conditions to temporary uses or structures to ensure that the standards of this section are met. The zoning enforcement officer shall determine that:
1. The use or structure will not have an unreasonable detrimental effect upon adjacent properties;
 2. The use or structure is reasonably necessary for the convenience and safety of the construction proposed;
 3. The use or structure does not adversely impact the character of the surrounding neighborhood;
 4. Access to the use area or structure is located at a safe location.
 5. Access to the area or structure will not constitute a traffic hazard due to ingress or egress;
 6. Adequate off-street parking is available to accommodate the use;
 7. The use or structure shall not create or emit noise, odors, vibration, dust, smoke or glare that is obnoxious, harmful or a nuisance to adjacent properties or the neighborhood;
 8. If the zoning enforcement officer finds that any conditions of the temporary use permit or any requirements of this ordinance or other ordinances of the city have been violated, the temporary use permit may be rescinded.

Section 2. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YES: Councilmembers _____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2024

Susan Ullery
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on _____ 2024, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____, 2024. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2024, and was effective _____, 2024, ten (10) days after publication.

Dated: _____, 2024

Susan Ullery
City Clerk

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,479,067.04	2,292,919.04	62.50	186,148.00	92.49
STATE	STATE GRANTS	793,451.00	839,899.86	(9.00)	(46,448.86)	105.85
LICPER	LICENSES AND PERMITS	102,158.00	86,709.18	8,484.60	15,448.82	84.88
CHARGES	CHARGES FOR SERVICES	332,483.00	27,913.03	8,527.75	304,569.97	8.40
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	19,850.00	24,536.49	13,008.06	(4,686.49)	123.61
INT	INTEREST AND RENTS	20,000.00	24,132.50	0.00	(4,132.50)	120.66
TRANSIN	TRANSFERS IN	297,768.00	297,768.00	0.00	0.00	100.00
LOCAL	LOCAL CONTRIBUTIONS	13,111.00	18,754.18	260.00	(5,643.18)	143.04
FINES	FINES AND FORFEITURES	3,180.00	2,879.55	764.00	300.45	90.55
UNCLASSIFIED	Unclassified	11,000.00	95,099.88	61,954.42	(84,099.88)	864.54
TOTAL REVENUES		4,072,068.04	3,710,611.71	93,052.33	361,456.33	91.12
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	21,518.50	34,470.79	355.98	(12,952.29)	160.19
172	MANAGER	274,174.66	246,033.84	27,052.93	28,140.82	89.74
191	ELECTIONS	28,768.00	20,441.50	3,026.53	8,326.50	71.06
209	ASSESSOR	65,634.00	58,914.71	7,187.93	6,719.29	89.76
210	ATTORNEY	75,000.00	55,987.50	37,660.50	19,012.50	74.65
215	CLERK	180,586.72	159,915.52	14,159.14	20,671.20	88.55
253	TREASURER	290,081.70	269,025.35	17,677.17	21,056.35	92.74
265	CITY HALL	224,878.97	167,953.75	13,253.86	56,925.22	74.69
276	CEMETERY	132,405.05	131,782.18	18,964.85	622.87	99.53
294	UNALLOCATED MISCELLANEOUS	8,785.28	8,715.00	0.00	70.28	99.20
301	POLICE DEPARTMENT	998,909.61	901,004.60	93,074.12	97,905.01	90.20
305	CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00
336	FIRE	181,417.21	202,184.17	20,105.23	(20,766.96)	111.45
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	104,582.00	71,538.27	12,215.98	33,043.73	68.40
426	EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00
441	DEPARTMENT OF PUBLIC WORKS	316,591.00	222,121.18	20,824.05	94,469.82	70.16
442	SIDEWALK	8,745.29	1,067.78	79.02	7,677.51	12.21
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
523	TRASH	0.00	0.00	0.00	0.00	0.00
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00
672	SENIOR CITIZEN CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
728	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
747	CHAMBER/RIVERWALK	8,000.00	7,454.72	345.21	545.28	93.18
751	PARKS	212,247.44	148,906.46	14,117.00	63,340.98	70.16
757	SHOWBOAT	8,100.00	5.30	0.00	8,094.70	0.07
758	DOG PARK	1,750.00	0.00	0.00	1,750.00	0.00
774	RECREATION CONTRIBUTIONS	5,000.00	99,978.00	0.00	(94,978.00)	1,999.56
790	LIBRARY	94,345.08	86,065.55	7,082.27	8,279.53	91.22
803	HISTORICAL DISTRICT COMMISSION	0.00	0.00	0.00	0.00	0.00
804	MUSEUM	44,509.48	45,391.31	1,472.14	(881.83)	101.98
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	722,768.00	945,458.80	0.00	(222,690.80)	130.81
TOTAL EXPENDITURES		4,008,797.99	3,884,416.28	308,653.91	124,381.71	96.90
TOTAL REVENUES		4,072,068.04	3,710,611.71	93,052.33	361,456.33	91.12
TOTAL EXPENDITURES		4,008,797.99	3,884,416.28	308,653.91	124,381.71	96.90

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2024	MONTH 05/31/2024		
Fund 101 - GENERAL FUND						
NET OF REVENUES & EXPENDITURES		63,270.05	(173,804.57)	(215,601.58)	237,074.62	274.70

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	410,265.00	288,574.50	0.00	121,690.50	70.34
INT	INTEREST AND RENTS	0.00	4,340.37	0.00	(4,340.37)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		410,265.00	292,914.87	0.00	117,350.13	71.40
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	22,500.00	27,374.35	280.00	(4,874.35)	121.66
463	MAINTENANCE	43,484.45	68,266.76	9,683.22	(24,782.31)	156.99
474	TRAFFIC	11,580.21	5,857.38	1,353.77	5,722.83	50.58
478	WINTER MAINTENANCE	78,416.53	64,856.40	5,583.59	13,560.13	82.71
483	ADMINISTRATION	17,200.00	3,004.82	0.00	14,195.18	17.47
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	252,132.00	0.00	0.00	252,132.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		425,313.19	169,359.71	16,900.58	255,953.48	39.82
TOTAL REVENUES		410,265.00	292,914.87	0.00	117,350.13	71.40
TOTAL EXPENDITURES		425,313.19	169,359.71	16,900.58	255,953.48	39.82
NET OF REVENUES & EXPENDITURES		(15,048.19)	123,555.16	(16,900.58)	(138,603.35)	821.06

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	55,000.00	0.00	0.00	55,000.00	0.00
OTHER	OTHER REVENUE	157,925.00	114,462.31	0.00	43,462.69	72.48
INT	INTEREST AND RENTS	0.00	13,109.21	0.00	(13,109.21)	100.00
TRANSIN	TRANSFERS IN	652,132.00	622,690.80	0.00	29,441.20	95.49
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		865,057.00	750,262.32	0.00	114,794.68	86.73
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	681,883.44	541,911.48	3,915.87	139,971.96	79.47
463	MAINTENANCE	88,773.17	64,487.08	9,228.33	24,286.09	72.64
474	TRAFFIC	14,093.21	5,070.61	1,896.73	9,022.60	35.98
478	WINTER MAINTENANCE	93,300.77	67,888.79	5,986.10	25,411.98	72.76
483	ADMINISTRATION	20,162.00	3,922.83	0.00	16,239.17	19.46
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		898,212.59	683,280.79	21,027.03	214,931.80	76.07
TOTAL REVENUES		865,057.00	750,262.32	0.00	114,794.68	86.73
TOTAL EXPENDITURES		898,212.59	683,280.79	21,027.03	214,931.80	76.07
NET OF REVENUES & EXPENDITURES		(33,155.59)	66,981.53	(21,027.03)	(100,137.12)	202.02

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
OTHER	OTHER REVENUE	25,000.00	0.00	0.00	25,000.00	0.00
INT	INTEREST AND RENTS	0.00	672.22	0.00	(672.22)	100.00
TOTAL REVENUES		25,000.00	672.22	0.00	24,327.78	2.69
Expenditures						
000		25,000.00	0.00	0.00	25,000.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL REVENUES		25,000.00	672.22	0.00	24,327.78	2.69
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	672.22	0.00	(672.22)	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	950,000.00	1,053,403.40	0.00	(103,403.40)	110.88
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	35.70	0.00	(35.70)	100.00
INT	INTEREST AND RENTS	5,000.00	6,311.72	0.00	(1,311.72)	126.23
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		955,000.00	1,059,750.82	0.00	(104,750.82)	110.97
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	661,880.99	239,145.63	68.88	422,735.36	36.13
463	MAINTENANCE	128,189.27	109,051.25	16,242.24	19,138.02	85.07
483	ADMINISTRATION	78,227.79	59,716.24	5,862.63	18,511.55	76.34
740	COMMUNITY PROMOTIONS	75,000.00	80,559.07	103.08	(5,559.07)	107.41
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	297,768.00	297,768.00	0.00	0.00	100.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,241,066.05	786,240.19	22,276.83	454,825.86	63.35
TOTAL REVENUES		955,000.00	1,059,750.82	0.00	(104,750.82)	110.97
TOTAL EXPENDITURES		1,241,066.05	786,240.19	22,276.83	454,825.86	63.35
NET OF REVENUES & EXPENDITURES		(286,066.05)	273,510.63	(22,276.83)	(559,576.68)	95.61

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

			ACTIVITY FOR			
GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	60,000.00	82,773.61	1,088.00	(22,773.61)	137.96
INT	INTEREST AND RENTS	0.00	495.19	0.00	(495.19)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		60,000.00	83,268.80	1,088.00	(23,268.80)	138.78
Expenditures						
371	BUILDING INSPECTION DEPARTMENT	54,000.00	73,242.75	979.20	(19,242.75)	135.63
TOTAL EXPENDITURES		54,000.00	73,242.75	979.20	(19,242.75)	135.63
TOTAL REVENUES		60,000.00	83,268.80	1,088.00	(23,268.80)	138.78
TOTAL EXPENDITURES		54,000.00	73,242.75	979.20	(19,242.75)	135.63
NET OF REVENUES & EXPENDITURES		6,000.00	10,026.05	108.80	(4,026.05)	167.10

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	10,000.00	53,878.60	0.00	(43,878.60)	538.79
OTHER	OTHER REVENUE	0.00	11,500.00	0.00	(11,500.00)	100.00
INT	INTEREST AND RENTS	3,400.00	10,148.92	285.00	(6,748.92)	298.50
TRANSIN	TRANSFERS IN	0.00	500.00	0.00	(500.00)	100.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	6,000.00	0.00	(6,000.00)	100.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		13,400.00	82,027.52	285.00	(68,627.52)	612.15
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
265	CITY HALL	0.00	0.00	0.00	0.00	0.00
276	CEMETERY	0.00	0.00	0.00	0.00	0.00
301	POLICE DEPARTMENT	50,000.00	59,039.97	0.00	(9,039.97)	118.08
336	FIRE	0.00	0.00	0.00	0.00	0.00
442	SIDEWALK	0.00	0.00	0.00	0.00	0.00
443	ARBOR BOARD	0.00	725.00	725.00	(725.00)	100.00
474	TRAFFIC	0.00	0.00	0.00	0.00	0.00
747	CHAMBER/RIVERWALK	0.00	0.00	0.00	0.00	0.00
751	PARKS	0.00	8,730.00	8,730.00	(8,730.00)	100.00
758	DOG PARK	2,150.00	6,338.39	766.19	(4,188.39)	294.81
759	COMMUNITY GARDEN	0.00	100.00	0.00	(100.00)	100.00
774	RECREATION CONTRIBUTIONS	0.00	3,710.72	0.00	(3,710.72)	100.00
790	LIBRARY	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		52,150.00	78,644.08	10,221.19	(26,494.08)	150.80
TOTAL REVENUES		13,400.00	82,027.52	285.00	(68,627.52)	612.15
TOTAL EXPENDITURES		52,150.00	78,644.08	10,221.19	(26,494.08)	150.80
NET OF REVENUES & EXPENDITURES		(38,750.00)	3,383.44	(9,936.19)	(42,133.44)	8.73

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	297,768.00	297,768.00	0.00	0.00	100.00
TOTAL REVENUES		297,768.00	297,768.00	0.00	0.00	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
906	DEBT SERVICE	298,368.00	297,470.32	0.00	897.68	99.70
TOTAL EXPENDITURES		298,368.00	297,470.32	0.00	897.68	99.70
TOTAL REVENUES		297,768.00	297,768.00	0.00	0.00	100.00
TOTAL EXPENDITURES		298,368.00	297,470.32	0.00	897.68	99.70
NET OF REVENUES & EXPENDITURES		(600.00)	297.68	0.00	(897.68)	49.61

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 402 - FIRE CAPITAL FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	236.90	0.00	(236.90)	100.00
TRANSIN	TRANSFERS IN	25,000.00	25,000.00	0.00	0.00	100.00
TOTAL REVENUES		25,000.00	25,236.90	0.00	(236.90)	100.95
Expenditures						
336	FIRE	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		25,000.00	25,236.90	0.00	(236.90)	100.95
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		25,000.00	25,236.90	0.00	(236.90)	100.95

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	25,300.00	26,033.43	0.00	(733.43)	102.90
OTHER	OTHER REVENUE	0.00	175.00	0.00	(175.00)	100.00
INT	INTEREST AND RENTS	52,000.00	51,282.66	1,860.00	717.34	98.62
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		77,300.00	77,491.09	1,860.00	(191.09)	100.25
Expenditures						
000		98,000.00	78,917.32	8,947.72	19,082.68	80.53
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		98,000.00	78,917.32	8,947.72	19,082.68	80.53
TOTAL REVENUES		77,300.00	77,491.09	1,860.00	(191.09)	100.25
TOTAL EXPENDITURES		98,000.00	78,917.32	8,947.72	19,082.68	80.53
NET OF REVENUES & EXPENDITURES		(20,700.00)	(1,426.23)	(7,087.72)	(19,273.77)	6.89

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,307,486.90	1,157,564.04	107,446.51	149,922.86	88.53
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	500.00	380.18	0.00	119.82	76.04
INT	INTEREST AND RENTS	1,400.00	15,719.43	0.00	(14,319.43)	1,122.82
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,309,386.90	1,173,663.65	107,446.51	135,723.25	89.63
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	662,110.00	599,013.98	50,589.57	63,096.02	90.47
551	COLLECTION	273,329.41	235,570.21	11,413.24	37,759.20	86.19
552	CUSTOMER ACCOUNTS	79,158.37	76,687.11	3,939.67	2,471.26	96.88
553	ADMINISTRATION	293,808.50	152,310.60	336.00	141,497.90	51.84
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,308,406.28	1,063,581.90	66,278.48	244,824.38	81.29
TOTAL REVENUES		1,309,386.90	1,173,663.65	107,446.51	135,723.25	89.63
TOTAL EXPENDITURES		1,308,406.28	1,063,581.90	66,278.48	244,824.38	81.29
NET OF REVENUES & EXPENDITURES		980.62	110,081.75	41,168.03	(109,101.13)	11,225.7

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,330,103.01	1,246,046.87	109,673.26	84,056.14	93.68
OTHER	OTHER REVENUE	5,000.00	7,408.11	400.98	(2,408.11)	148.16
INT	INTEREST AND RENTS	5,000.00	17,022.82	0.00	(12,022.82)	340.46
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,340,103.01	1,270,477.80	110,074.24	69,625.21	94.80
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
551	COLLECTION	0.00	0.00	0.00	0.00	0.00
552	CUSTOMER ACCOUNTS	0.00	0.00	0.00	0.00	0.00
570	TREATMENT	570,582.57	494,378.17	41,002.34	76,204.40	86.64
571	DISTRIBUTION	450,445.24	439,582.16	31,613.69	10,863.08	97.59
572	CUSTOMER ACCOUNTS	79,979.88	81,445.24	3,939.86	(1,465.36)	101.83
573	ADMINISTRATION	234,590.70	91,976.70	336.00	142,614.00	39.21
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,335,598.39	1,107,382.27	76,891.89	228,216.12	82.91
TOTAL REVENUES		1,340,103.01	1,270,477.80	110,074.24	69,625.21	94.80
TOTAL EXPENDITURES		1,335,598.39	1,107,382.27	76,891.89	228,216.12	82.91
NET OF REVENUES & EXPENDITURES		4,504.62	163,095.53	33,182.35	(158,590.91)	3,620.63

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	05/31/2024	MONTH 05/31/2024	BALANCE	USED
Fund 596 - CAPITAL PROJECTS WATER FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	1,206,252.75	0.00	(1,206,252.75)	100.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	1,206,252.75	0.00	(1,206,252.75)	100.00
Expenditures						
000		0.00	1,077,236.20	75,067.03	(1,077,236.20)	100.00
573	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	1,077,236.20	75,067.03	(1,077,236.20)	100.00
TOTAL REVENUES		0.00	1,206,252.75	0.00	(1,206,252.75)	100.00
TOTAL EXPENDITURES		0.00	1,077,236.20	75,067.03	(1,077,236.20)	100.00
NET OF REVENUES & EXPENDITURES		0.00	129,016.55	(75,067.03)	(129,016.55)	100.00

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 597 - ELECTRIC CHARGING STATION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,000.00	838.52	0.00	161.48	83.85
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,000.00	838.52	0.00	161.48	83.85
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
463	MAINTENANCE	2,000.00	1,539.03	175.83	460.97	76.95
TOTAL EXPENDITURES		2,000.00	1,539.03	175.83	460.97	76.95
TOTAL REVENUES		1,000.00	838.52	0.00	161.48	83.85
TOTAL EXPENDITURES		2,000.00	1,539.03	175.83	460.97	76.95
NET OF REVENUES & EXPENDITURES		(1,000.00)	(700.51)	(175.83)	(299.49)	70.05

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 598 - CABLE TV FUND						
Revenues						
OTHER	OTHER REVENUE	105,000.00	141,662.26	0.00	(36,662.26)	134.92
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		105,000.00	141,662.26	0.00	(36,662.26)	134.92
Expenditures						
000		101,000.00	118,648.26	40,000.00	(17,648.26)	117.47
906	DEBT SERVICE	4,000.00	0.00	0.00	4,000.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		105,000.00	118,648.26	40,000.00	(13,648.26)	113.00
TOTAL REVENUES		105,000.00	141,662.26	0.00	(36,662.26)	134.92
TOTAL EXPENDITURES		105,000.00	118,648.26	40,000.00	(13,648.26)	113.00
NET OF REVENUES & EXPENDITURES		0.00	23,014.00	(40,000.00)	(23,014.00)	100.00

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 599 - CAPITAL PROJECT FUND SEWER						
Revenues						
OTHER	OTHER REVENUE	0.00	1,825,204.58	0.00	(1,825,204.58)	100.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	1,825,204.58	0.00	(1,825,204.58)	100.00
Expenditures						
000		0.00	2,154,702.85	434,906.76	(2,154,702.85)	100.00
573	ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	2,154,702.85	434,906.76	(2,154,702.85)	100.00
TOTAL REVENUES		0.00	1,825,204.58	0.00	(1,825,204.58)	100.00
TOTAL EXPENDITURES		0.00	2,154,702.85	434,906.76	(2,154,702.85)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(329,498.27)	(434,906.76)	329,498.27	100.00

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
OTHER	OTHER REVENUE	2,000.00	2,404.93	0.00	(404.93)	120.25
INT	INTEREST AND RENTS	120,406.00	126,563.68	0.00	(6,157.68)	105.11
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		122,406.00	128,968.61	0.00	(6,562.61)	105.36
Expenditures						
000		110,130.00	131,916.22	18,241.95	(21,786.22)	119.78
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		110,130.00	131,916.22	18,241.95	(21,786.22)	119.78
TOTAL REVENUES		122,406.00	128,968.61	0.00	(6,562.61)	105.36
TOTAL EXPENDITURES		110,130.00	131,916.22	18,241.95	(21,786.22)	119.78
NET OF REVENUES & EXPENDITURES		12,276.00	(2,947.61)	(18,241.95)	15,223.61	24.01

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	237,400.00	221,370.42	26,329.90	16,029.58	93.25
OTHER	OTHER REVENUE	100.00	4,898.73	3,600.00	(4,798.73)	4,898.73
INT	INTEREST AND RENTS	1,000.00	2,158.64	0.00	(1,158.64)	215.86
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		238,500.00	228,427.79	29,929.90	10,072.21	95.78
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	331,022.79	186,985.40	12,893.49	144,037.39	56.49
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		331,022.79	186,985.40	12,893.49	144,037.39	56.49
TOTAL REVENUES		238,500.00	228,427.79	29,929.90	10,072.21	95.78
TOTAL EXPENDITURES		331,022.79	186,985.40	12,893.49	144,037.39	56.49
NET OF REVENUES & EXPENDITURES		(92,522.79)	41,442.39	17,036.41	(133,965.18)	44.79

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	8,000.00	8,700.00	150.00	(700.00)	108.75
INT	INTEREST AND RENTS	1,000.00	3,362.39	0.00	(2,362.39)	336.24
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		9,000.00	12,062.39	150.00	(3,062.39)	134.03
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		9,000.00	12,062.39	150.00	(3,062.39)	134.03
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		9,000.00	12,062.39	150.00	(3,062.39)	134.03

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	4,000.00	3,524.71	0.00	475.29	88.12
TOTAL REVENUES		4,000.00	3,524.71	0.00	475.29	88.12
Expenditures						
000		4,000.00	0.00	0.00	4,000.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
TOTAL REVENUES		4,000.00	3,524.71	0.00	475.29	88.12
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3,524.71	0.00	(3,524.71)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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		2023-24	YTD BALANCE	ACTIVITY FOR		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	05/31/2024	MONTH	AVAILABLE	% BDGT
				05/31/2024	BALANCE	USED
Fund 715 - LOOK FUND						
Revenues						
OTHER	OTHER REVENUE	45,000.00	0.00	0.00	45,000.00	0.00
INT	INTEREST AND RENTS	1,500.00	4,837.34	0.00	(3,337.34)	322.49
TOTAL REVENUES		46,500.00	4,837.34	0.00	41,662.66	10.40
Expenditures						
000		45,000.00	15,000.00	0.00	30,000.00	33.33
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		45,000.00	15,000.00	0.00	30,000.00	33.33
TOTAL REVENUES		46,500.00	4,837.34	0.00	41,662.66	10.40
TOTAL EXPENDITURES		45,000.00	15,000.00	0.00	30,000.00	33.33
NET OF REVENUES & EXPENDITURES		1,500.00	(10,162.66)	0.00	11,662.66	677.51

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	100.00	199.27	0.00	(99.27)	199.27
TOTAL REVENUES		100.00	199.27	0.00	(99.27)	199.27
Expenditures						
000		100.00	0.00	0.00	100.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		100.00	199.27	0.00	(99.27)	199.27
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	199.27	0.00	(199.27)	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 717 - PENSION TRUST FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	100.00	519.35	0.00	(419.35)	519.35
TOTAL REVENUES		100.00	519.35	0.00	(419.35)	519.35
Expenditures						
000		100.00	0.00	0.00	100.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		100.00	519.35	0.00	(419.35)	519.35
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	519.35	0.00	(519.35)	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 05/31/2024	ACTIVITY FOR MONTH 05/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 737 - OTHER POST EMPLOYEE BENEFITS						
Revenues						
INT	INTEREST AND RENTS	100.00	1,522.34	0.00	(1,422.34)	1,522.34
UNCLASSIFIED	Unclassified	44,000.00	81,644.39	0.00	(37,644.39)	185.56
TOTAL REVENUES		44,100.00	83,166.73	0.00	(39,066.73)	188.59
Expenditures						
483	ADMINISTRATION	43,013.25	38,421.73	3,558.83	4,591.52	89.33
TOTAL EXPENDITURES		43,013.25	38,421.73	3,558.83	4,591.52	89.33
TOTAL REVENUES		44,100.00	83,166.73	0.00	(39,066.73)	188.59
TOTAL EXPENDITURES		43,013.25	38,421.73	3,558.83	4,591.52	89.33
NET OF REVENUES & EXPENDITURES		1,086.75	44,745.00	(3,558.83)	(43,658.25)	4,117.32
TOTAL REVENUES - ALL FUNDS		10,021,053.95	12,459,810.00	343,885.98	(2,438,756.05)	124.34
TOTAL EXPENDITURES - ALL FUNDS		10,385,278.53	11,946,985.30	1,117,020.72	(1,561,706.77)	115.04
NET OF REVENUES & EXPENDITURES		(364,224.58)	512,824.70	(773,134.74)	(877,049.28)	140.80

Lowell Area Fire and
Emergency Services Authority
Lowell Area Fire Department, 315 S. Hudson St. Lowell, MI 49331
616-897-7354



Tuesday, June 11, 2024

LOWELL AREA FIRE AND EMERGENCY
SERVICES AUTHORITY
MEETING NOTICE

Thursday, June 13th AT 7:00 P.M.

AT

LOWELL FIRE DEPARTMENT
315 S. HUDSON
LOWELL, MI 49331



Lowell Area Fire and
Emergency Services Authority
Agenda

315 South Hudson
Lowell, Michigan 49331
Phone (616) 897-7354

For the regular meeting of
Thursday June 13th, 2024 at 7:00 PM
@ Look Memorial Fire Station

1. ROLL CALL OF MEMBERS
2. APPROVAL OF THE AGENDA
3. APPROVAL OF THE MINUTES
 - A. Approval of the Regular Meeting Minutes from Thursday April 11th, 2024.
4. FINANCIAL REPORTS
 - A. Financial Report April, 2024
 - B. Financial Report May, 2024
5. PUBLIC COMMENT (MAXIMUM OF 2 MINUTES PER SPEAKER)
6. GUEST SPEAKER
7. OLD BUSINESS
 - A. Joint meeting discussion
 - B. Budget discussion 24-25 fiscal year
 - C. Administrative Policies Updates and Reviews
8. NEW BUSINESS
 - A. Former Employee Payment
9. COMMITTEE REPORTS
 - A. Capital Appropriations
 - B. Financial
 - C. Member Liaison
 - D. Personnel Review
10. FIRE CHIEF'S REPORT AND UPDATES
11. MEMBER COMMENTS
12. DATE FOR NEXT MEETING(S)
July 11th, 2024 at 7:00 PM
13. ADJOURNMENT

Lowell Area Fire & Emergency Services Authority

Meeting Minutes

Thursday, April 11th, 2024 at 7:00pm.
Look Memorial Fire Station.

1) ROLL CALL:

Board Chair Marks called the meeting to order at 7:33pm.

Members present: Jessica Marks, Carlton Blough, Tim Wittenbach, Mike DeVore and Kate Dernocoeur.

Vacancy: City of Lowell Citizen Representative.

Also present: Fire Chief Cory Velzen.

2) APPROVAL OF THE AGENDA:

IT WAS MOVED BY DERNOCOEUR and seconded by DEVORE to approve the agenda as presented. Yes-All. Motion carried.

3) APPROVAL OF THE MINUTES:

A) IT WAS MOVED BY DEVORE and seconded by DERNOCOEUR to approve the minutes from the March 14th meeting as amended. Yes-All. Motion carried.

4) FINANCIAL REPORTS:

-Financial Reports for March were presented and accepted.

5) PUBLIC COMMENT:

None.

7) OLD BUSINESS:

A) Joint Meeting Discussion: Discussion occurred of replacing the regular September meeting with the joint discussion, securing a facilitator and seeking funding. All three municipalities are meeting this upcoming Monday and will also discuss options. No motion was necessary.

B) Budget Discussion for the 2024-25 Fiscal Year: Chief Velzen presented a final draft of the budget for the upcoming fiscal year. IT WAS MOVED BY BLOUGH and seconded by DERNOCOEUR to approve the final budget as presented. Yes-All. Motion carried.

8) NEW BUSINESS:

A) Administrative Policies and Review: Chief Velzen will be assembling a team and reviewing and editing the policies. Kate will be part of the team representing the board. A goal of July 11th was set for final draft review. No motion was necessary.

9) COMMITTEE REPORTS:

A) CAPITAL APPROPRIATIONS:

-Will set a time to meet once Chief Velzen returns from F.D.I.C.

B) FINANCIAL:

-Per previous discussion: IT WAS MOVED BY DEVORE and seconded by WITTENBACH to add Sean Donahue and Carl Blough as signatories on the LMCU fundraising account and add a monthly summary to the financial reports. Yes-All.
Motion carried.

C) MEMBER LIASON:

-None.

D) PERSONEL REVIEW:

-Will schedule a Chief review in September.

10) FIRE CHIEF REPORT AND UPDATES:

-Chief Velzen provided the board with his monthly report. Included were total responses for March. He also provided updates on department trainings, the numbers from the pancake breakfast, live fire exercises and the King Milling tour.

11) MEMBER COMMENTS:

-BLOUGH informed the board of the upcoming Fire Commission meeting at 8:30am on the 19th.

-DERNOCOEUR thanked the department for everything they do.

12) DATE FOR NEXT MEETING:

The next meeting is scheduled for May 9th, 2024 at 7:00pm.

13) ADJOURNMENT:

IT WAS MOVED BY DEVORE and seconded by DERNOCOEUR to adjourn at 8:55pm.
Yes-All. Meeting adjourned.

-Mike DeVore, Recording Secretary

-Jessica Marks, Authority Board Chair

Lowell Fire Authority
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the One and Eleven Months Ended May 2024

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
Revenues					
Lowell Township	25,550.37 \$	256,258.42	256,258.42 \$	-	100.00%
Vergennes Township	19,344.40	194,015.41	194,015.41	-	100.00%
City of Lowell	20,105.23	201,646.17	201,646.17	-	100.00%
Cost of Recovery Program	4,610.00	4,610.00	-	(4,610.00)	#DIV/0!
Sale of Old Off Road Vehicle	-	-	-	-	#DIV/0!
Grants	-	31,250.00	-	(31,250.00)	#DIV/0!
State of MI Grant	-	30,000.00	-	-	-
Cable Fund Grant	-	7,290.00	-	-	-
Interest and Dividends	160.29	2,116.89	-	(2,116.89)	#DIV/0!
Misc. Income	-	-	-	-	#DIV/0!
Total Revenues	\$ 69,770.29	\$ 727,186.89	\$ 651,920.00	\$ (37,976.89)	111.55%
Expenditures					
Employee Health Insurance	1,700.60	7,106.12 \$	7,500.00 \$	393.88	94.75%
Deferred Compensation	-	-	4,500.00	4,500.00	0.00%
Salaries--Permanent	13,097.90	66,713.67	127,660.00	60,946.33	52.26%
Salaries--Temporary	23,626.62	289,302.18	228,860.00	(60,442.18)	126.41%
Payroll Taxes	2,736.14	27,230.60	30,000.00	2,769.40	90.77%
Worker's Compensation	3,909.00	14,558.00	20,000.00	5,442.00	72.79%
Office Supplies	67.57	1,387.88	1,200.00	(187.88)	115.66%
Operating Supplies	(750.70)	100,531.99	45,000.00	(55,531.99)	223.40%
Fuel	566.22	12,655.05	15,000.00	2,344.95	84.37%
Professional Services	-	-	-	-	-
Legal	-	12,062.60	11,000.00	(1,062.60)	109.66%
Accounting	600.00	6,785.00	9,600.00	2,815.00	70.68%
Auditing	-	5,150.00	5,400.00	250.00	95.37%
Biocare	-	10,574.00	13,100.00	2,526.00	80.72%
Kent County Fire Assessment	-	16,134.07	18,000.00	1,865.93	89.63%
Other Memberships	-	1,544.16	2,300.00	755.84	67.14%
Communications	365.00	17,008.85	17,200.00	191.15	98.89%
Travel Expenses	-	1,783.71	3,500.00	1,716.29	50.96%
Insurance	-	12,378.00	12,000.00	(378.00)	103.15%
Public Utilities	1,420.31	21,047.99	16,000.00	(5,047.99)	131.55%
Repair and Maintenance--Buildings	220.00	10,912.22	8,600.00	(2,312.22)	126.89%
Repair and Maintenance--Vehicles	98.44	19,047.52	22,000.00	2,952.48	86.58%
Repair and Maintenance--Other	16.99	3,598.73	4,000.00	401.27	89.97%
Contingency Fund	-	-	5,000.00	5,000.00	0.00%
Miscellaneous	44.29	1,911.75	1,500.00	(411.75)	127.45%
Public Education	-	746.95	2,000.00	1,253.05	37.35%
Training	400.00	10,299.06	21,000.00	10,700.94	49.04%
Capital Expenses	500.00	500.00	-	-	-
Building Upgrades	-	-	-	-	-
Fire & Rescue Vehicle Equipment	-	-	-	-	#DIV/0!
Fire Vehicles	-	-	-	-	#DIV/0!
Capital Expense - Other	-	-	-	-	-
TOTAL Expenditures	\$ 48,618.38	\$ 670,970.10	\$ 651,920.00	\$ (18,550.10)	102.92%
INCREASE/DECREASE IN NET ASSETS	21,151.91	56,216.79	-	(19,426.79)	
Beginning Net Assets	\$	4,529.87	\$	4,529.87	
Ending Net Assets	\$	60,746.66	\$	4,529.87	

Lowell Fire Authority
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the One and Ten Months Ended April 2024

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
Revenues					
Lowell Township	- \$	230,708.05	230,708.05 \$	-	100.00%
Vergennes Township	-	174,671.01	174,671.01	-	100.00%
City of Lowell	-	181,540.94	181,540.94	-	100.00%
Cost of Recovery Program	-	-	-	-	#DIV/0!
Sale of Old Off Road Vehicle	-	-	-	-	#DIV/0!
Grants	-	31,250.00	-	(31,250.00)	#DIV/0!
State of MI Grant	30,000.00	30,000.00	-	-	-
Cable Fund Grant	7,290.00	7,290.00	-	-	-
Interest and Dividends	299.43	1,956.60	-	(1,956.60)	#DIV/0!
Misc. Income	-	-	-	-	#DIV/0!
Total Revenues	\$ 37,589.43	\$ 657,416.60	\$ 586,920.00	\$ (33,206.60)	112.01%
Expenditures					
Employee Health Insurance	1,700.60	5,405.52	-	(5,405.52)	#DIV/0!
Salaries--Permanent	7,307.70	53,615.77	\$ 127,660.00	\$ 74,044.23	42.00%
Salaries--Temporary	20,733.00	265,675.56	198,860.00	(66,815.56)	133.60%
Payroll Taxes	2,145.12	24,494.46	30,000.00	5,505.54	81.65%
Worker's Compensation	15,636.00	26,285.00	20,000.00	(6,285.00)	131.43%
Office Supplies	43.35	1,320.31	1,200.00	(120.31)	110.03%
Operating Supplies	501.72	101,262.22	45,000.00	(56,262.22)	225.03%
Fuel	784.45	11,371.31	15,000.00	3,628.69	75.81%
Professional Services	-	-	-	-	-
Legal	200.00	12,062.60	3,000.00	(9,062.60)	402.09%
Accounting	600.00	6,185.00	9,600.00	3,415.00	64.43%
Auditing	-	5,150.00	5,400.00	250.00	95.37%
Biocare	-	10,144.00	13,100.00	2,956.00	77.44%
Kent County Fire Assessment	-	16,134.07	18,000.00	1,865.93	89.63%
Other Memberships	346.68	1,544.16	2,300.00	755.84	67.14%
Communications	375.00	16,643.85	17,200.00	556.15	96.77%
Travel Expenses	219.18	1,783.71	3,500.00	1,716.29	50.96%
Insurance	-	12,378.00	12,000.00	(378.00)	103.15%
Public Utilities	1,169.48	18,550.68	16,000.00	(2,550.68)	115.94%
Repair and Maintenance--Buildings	2,767.06	10,692.22	8,600.00	(2,092.22)	124.33%
Repair and Maintenance--Vehicles	-	18,859.88	12,000.00	(6,859.88)	157.17%
Repair and Maintenance--Other	58.99	3,581.74	4,000.00	418.26	89.54%
Miscellaneous	6.00	1,867.46	1,500.00	(367.46)	124.50%
Public Education	-	746.95	2,000.00	1,253.05	37.35%
Training	-	9,941.03	21,000.00	11,058.97	47.34%
Capital Expenses	-	-	-	-	-
Building Upgrades	-	-	-	-	-
Fire & Rescue Vehicle Equipment	-	-	-	-	#DIV/0!
Fire Vehicles	-	-	-	-	#DIV/0!
Capital Expense - Other	-	-	-	-	-
TOTAL Expenditures	\$ 54,594.33	\$ 635,695.50	\$ 586,920.00	\$ (48,775.50)	108.31%
INCREASE/DECREASE IN NET ASSETS	(17,004.90)	21,721.10	-	15,568.90	
Beginning Net Assets	\$	4,529.87	\$	4,529.87	
Ending Net Assets	\$	26,250.97	\$	4,529.87	

Lowell Area Fire and Emergency Services Authority
Statement of Net Position
May 31, 2024

		<u>ASSETS</u>
		Unrestricted
Current Assets		
	Cash	\$ 71,911.18
	Due from Lowell Township	25,550.37
	Due from Vergennes Township	-
	Due from City of Lowell	-
	TOTAL Current Assets	<u>97,461.55</u>
Fixed Assets		
	Furniture and Equipment	-
	TOTAL ASSETS	<u>\$ 97,461.55</u>
Current Liabilities		<u>LIABILITIES AND NET ASSETS</u>
	Payroll Clearing	23,740.35
	Deferred Revenue	-
	Accounts Payable	\$ 5,772.24
	Accrued Payroll	-
	Payroll liabilities	7,202.30
Long-Term Liabilities	TOTAL Current Liabilities	<u>36,714.89</u>
Net Assets	TOTAL Long-Term liabilities	<u>-</u>
	Beginning Net Assets	4,529.87
	Increase (Decrease) Net Assets	56,216.79
	TOTAL Net Assets	<u>60,746.66</u>
	TOTAL LIABILITIES AND NET ASSETS	<u>\$ 97,461.55</u>

Lowell Area Fire and Emergency Services Authority
Statement of Net Position
April 30, 2024

		<u>ASSETS</u>	
		Unrestricted	
Current Assets			
	Cash	\$	78,697.05
	Due from Lowell Township		-
	Due from Vergennes Township		-
	Due from City of Lowell		-
	TOTAL Current Assets		<u>78,697.05</u>
Fixed Assets			
	Furniture and Equipment		-
	TOTAL ASSETS	\$	<u>78,697.05</u>
Current Liabilities		<u>LIABILITIES AND NET ASSETS</u>	
	Payroll Clearing		23,740.35
	Deferred Revenue		-
	Accounts Payable	\$	21,640.41
	Accrued Payroll		-
	Payroll liabilities		<u>7,065.32</u>
Long-Term Liabilities	TOTAL Current Liabilities		<u>52,446.08</u>
Net Assets	TOTAL Long-Term liabilities		<u>-</u>
	Beginning Net Assets		4,529.87
	Increase (Decrease) Net Assets		<u>21,721.10</u>
	TOTAL Net Assets		26,250.97
	TOTAL LIABILITIES AND NET ASSETS	\$	<u>78,697.05</u>

LOWELL FIRE AUTHORITY
Profit & Loss Detail
May 2024

	Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Ordinary Income/Expense									
Income									
47900 - Member Dues									
Lowell Township									
	Invoice	05/07/2024	100	Lowell Township	Additional 4th Quarter Services 2024	11000 Accounts Receivable		25,550.37	25,550.37
Total Lowell Township							0.00	25,550.37	25,550.37
Verigennes Township									
	Invoice	05/07/2024	102	Verigennes Township	Additional 4th Quarter Services 2024	11000 Accounts Receivable		19,344.40	19,344.40
Total Verigennes Township							0.00	19,344.40	19,344.40
City of Lowell									
	Invoice	05/07/2024	101	City of Lowell	Additional 4th Quarter Services 2024	11000 Accounts Receivable		20,105.23	20,105.23
Total City of Lowell							0.00	20,105.23	20,105.23
Total 47900 - Member Dues							0.00	65,000.00	65,000.00
Interest Income									
	Deposit	05/31/2024			Deposit	2 Checking Mercantile		4.97	4.97
	Deposit	05/31/2024			Deposit	Michigan CLASS		155.32	160.29
Total Interest Income							0.00	160.29	160.29
Cost Recovery Income									
	Deposit	05/29/2024		Consumers Energy	Cost Recovery	2 Checking Mercantile		4,610.00	4,610.00
Total Cost Recovery Income							0.00	4,610.00	4,610.00
Total Income							0.00	69,770.29	69,770.29
Gross Profit									
							0.00	69,770.29	69,770.29
Expense									
12 - Employee Health Insurance									
	Bill	05/07/2024	June 2024	Blue Cross Blue Shield	June 2024 Services	20000 Accounts Payable	1,700.60		1,700.60
	General Journal	05/17/2024	250		Period: 04/28/2024 to 05/11/2024	7 Salaries-full time		100.00	1,600.60
	Check	05/17/2024	EFT	HSA EFT Payments		2 Checking Mercantile	100.00		1,700.60
	General Journal	05/31/2024	251		Period: 05/12/2024 to 05/25/2024	7 Salaries-full time		100.00	1,600.60
	Check	05/31/2024	EFT	HSA EFT Payments		2 Checking Mercantile	100.60		1,700.60
Total 12 - Employee Health Insurance							1,900.60	200.00	1,700.60
7 - Salaries-full time									
	General Journal	05/03/2024	248		Period: 04/14/2024 to 04/27/2024	-SPLIT-	3,653.95		3,653.95
	Check	05/07/2024	EFT	MissionSquare	Carwin Velzen catchup contribution	2 Checking Mercantile	2,136.35		5,790.20
	General Journal	05/17/2024	250		Period: 04/28/2024 to 05/11/2024	-SPLIT-	3,653.85		9,444.05
	General Journal	05/31/2024	251		Period: 05/12/2024 to 05/25/2024	-SPLIT-	3,653.85		13,097.90
Total 7 - Salaries-full time							13,097.90	0.00	13,097.90
8 - Wages-Part Time									
	General Journal	05/10/2024	249		Period: 04/01/2024 to 04/30/2024	-SPLIT-	24,805.00		24,805.00
	General Journal	05/10/2024	249		Period: 04/01/2024 to 04/30/2024	8 Wages-Part Time		1,178.38	23,626.62
Total 8 - Wages-Part Time							24,805.00	1,178.38	23,626.62
9 - Payroll Taxes									
	General Journal	05/03/2024	248		Period: 04/14/2024 to 04/27/2024	7 Salaries-full time	279.52		279.52
	General Journal	05/10/2024	249		Period: 04/01/2024 to 04/30/2024	8 Wages-Part Time	1,697.58		2,177.10
	General Journal	05/17/2024	250		Period: 04/28/2024 to 05/11/2024	7 Salaries-full time	279.52		2,456.62
	General Journal	05/31/2024	251		Period: 05/12/2024 to 05/25/2024	7 Salaries-full time	279.52		2,736.14
Total 9 - Payroll Taxes							2,736.14	0.00	2,736.14
64200 - Workers Compensation Insurance									
	Bill	05/31/2024	3565207	Michigan Municipal League	Invoice 3595207-1	20000 Accounts Payable	3,909.00		3,909.00
Total 64200 - Workers Compensation Insurance							3,909.00	0.00	3,909.00
64900 - Office Supplies									
	Bill	05/06/2024	7149061	Amazon.com	Order 7149061	20000 Accounts Payable	46.38		46.38
	Bill	05/05/2024	2758375810	Adobe	Invoice 2758375810	20000 Accounts Payable	21.19		67.57
Total 64900 - Office Supplies							67.57	0.00	67.57
68000 - Operating Supplies									
	Bill	05/02/2024	8577732	Nystrom	Invoice 8577732	20000 Accounts Payable	69.50		69.50

LOWELL FIRE AUTHORITY
Profit & Loss Detail
May 2024

	Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
	Deposit	05/07/2024		Municipal Emergency Services	Duplicate payment refunded for invoice 1900	2 - Checking Mercantile		1 073.25	-1 003.75
	Bill	05/09/2024 70358		All Dept of Health and Human Services	Invoice 70358	20000 Accounts Payable	25.00		-578.75
	Bill	05/09/2024 8871713		Amazon.com	Order 9675231	20000 Accounts Payable	20.80		-957.95
	Bill	05/14/2024 5970298		Amazon.com	Order 5570298	20000 Accounts Payable	59.95		-897.98
	Bill	05/17/2024 107619		AMS Medical Supply	Invoice 107619	20000 Accounts Payable	49.50		-847.48
	Bill	05/16/2024 8801823		Amazon.com	Order 8801823	20000 Accounts Payable	17.40		-864.88
	Bill	06/01/2024 1287457		Amazon.com	Order X3287457	20000 Accounts Payable	80.36		-750.70
Total 65000 - Operating Supplies							322.55	1 073.25	-750.70
62300 = Fuel									
	Bill	05/15/2024 CFS-3850325		Flyers Energy LLC	Invoice CFS-3850325	20000 Accounts Payable	566.22		-566.22
Total 62300 = Fuel							566.22	0.00	-566.22
67000 = Professional Services									
67002 = Accounting									
	Check	05/02/2024 EFT		Billing Co 1 Payment		2 - Checking Mercantile	600.00		600.00
Total 67002 = Accounting							600.00	0.00	600.00
Total 67000 - Professional Services							600.00	0.00	600.00
61600 = Communications									
	Bill	05/14/2024 163		Karelix Comm. Inc.	Invoice 163	20000 Accounts Payable	365.00		-365.00
Total 61600 - Communications							365.00	0.00	-365.00
68800 = Public Utilities									
	Bill	05/08/2024 04 06 14-05 06 24		Consumers Energy	Services from 04 06 14 to 05 06 24	20000 Accounts Payable	166.86		-166.86
	Bill	05/11/2024 05192024		WGL	Invoice 505192024	20000 Accounts Payable	159.56		-326.82
	Bill	05/14/2024 05 23 14-06 12 24		Consumers Energy	Services from 05 23 14 to 06 12 24	20000 Accounts Payable	35.18		-361.98
	Bill	05/15/2024 04 16 14-06 15 24		City of Lowell #2-001390-2 - Water Bill	Services from 04 16 14 to 06 15 24	20000 Accounts Payable	275.58		-637.54
	Bill	05/15/2024 04 16 24-06 15 24		City of Lowell #2-001390-2 - Water Bill	Services from 04 16 24 to 06 15 24	20000 Accounts Payable	177.08		-814.62
	Bill	05/20/2024 63873645		City Environmental	Invoice 63873645	20000 Accounts Payable	40.24		-854.86
	Bill	05/21/2024 3402		Lowell Light and Power	Invoice 3402	20000 Accounts Payable	134.44		-989.30
	Bill	05/25/2024 04 25 24-05 25 24		Lowell Light and Power	Services 04 25 24 to 05 25 24	20000 Accounts Payable	430.01		-1 420.31
Total 68800 - Public Utilities							1 420.31	0.00	-1 420.31
67200 = Repairs and Maintenance									
67201 = R/M Building									
	Bill	05/01/2024 May 2024		Self Serve Linen	0147744114	20000 Accounts Payable	70.00		-70.00
	Bill	05/07/2024 0150735		Logi Plus	Invoice 0150735	20000 Accounts Payable	150.00		-220.00
Total 67201 - R/M Building							220.00	0.00	-220.00
67202 = R/M Vehicles									
	Bill	05/01/2024 May 2024		Self Serve Linen	0147744114	20000 Accounts Payable	96.44		-96.44
Total 67202 - R/M Vehicles							96.44	0.00	-96.44
67203 = R&M Other									
	Bill	05/09/2024 8867444		Amazon.com	Order 8867444	20000 Accounts Payable	17.09		-17.09
	Bill	05/13/2024 4484220		Amazon.com	Order 4484220	20000 Accounts Payable	15.99		-33.08
	Credit	05/17/2024 8867444		Amazon.com	Return of order 8867444	20000 Accounts Payable		17.09	-16.99
Total 67203 - R&M Other							33.08	17.09	-16.99
Total 67200 - Repairs and Maintenance							352.52	17.09	-335.43
64800 = Miscellaneous									
	Deposit	05/01/2024			Account Verification	2 - Checking Mercantile		0.11	-0.11
	Check	05/02/2024 EFT		Mercantile Bank	Stop Pay Charge	2 - Checking Mercantile	32.00		-31.89
	Check	05/15/2024 EFT		Mercantile Bank	Commercial Service Charge	2 - Checking Mercantile	0.00		-31.89
	General Journal	05/22/2024 346		Verigines Township	Invoice adjustment	11600 Accounts Receivable	0.40		-32.29
	Check	05/01/2024 EFT		Mercantile Bank	Service Charge	2 - Checking Mercantile	0.00		-44.29
Total 64800 - Miscellaneous							44.40	0.11	-44.29
68300 = Training									
	Bill	05/14/2024 5142024		West Michigan CPR	Invoice 5142024	20000 Accounts Payable	400.00		-400.00
Total 68300 - Training							400.00	0.00	-400.00
69000 = Capital Expense									

LOWELL FIRE AUTHORITY
Profit & Loss Detail
May 2024

Total 69000 Capital Expense
Total Expense
Net Ordinary Income
Net Income

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Bill	05/21/2024	24051601138	County of Kent	Invoice 24051601138	20000 Accounts Payable	500.00		500.00
						500.00	0.00	500.00
						51,087.21	2,468.83	48,618.38
						51,087.21	72,239.12	21,151.91
						51,087.21	72,239.12	21,151.91

LOWELL FIRE AUTHORITY
Profit & Loss Detail
April 2024

	Type	Date	Num	Name	Drma	Split	Debit	Credit	Balance
Ordinary Income/Expense									
Income									
70003 State of Michigan Grant	Journal	04/04/2024		State of Michigan	Journal				
						2	Checking Mercantile	30,000.00	30,000.00
Total 70003 State of Michigan Grant								30,000.00	30,000.00
70002 Cable Fund Grant	Journal	04/30/2024	101940	City of Lowell - Popt Broadband	Journal				
						2	Checking Mercantile	7,283.00	7,283.00
Total 70002 Cable Fund Grant								7,283.00	7,283.00
Interest Income									
	Journal	04/30/2024			Journal				
	Journal	04/10/2024			Journal				
						2	Checking Mercantile	9.75	9.75
								299.43	299.43
Total Interest Income								309.18	299.43
Total Income								37,589.43	37,589.43
Gross Profit									
								37,589.43	37,589.43
Expense									
12 Employee Health Insurance	Bill	04/09/2024	101124	Blue Cross Blue Shield	May 1028				
						20000	Accounts Payable	1,700.90	1,700.90
Total 12 Employee Health Insurance								1,700.90	1,700.90
7 Salaries/Full Time	Journal	04/01/2024	243		Period 12/01/2023 to 01/31/2024	+SPLIT			
	Journal	04/19/2024	244		Period 02/01/2024 to 03/31/2024	+SPLIT			
								3,853.95	3,853.95
								3,853.95	7,307.90
Total 7 Salaries/Full Time								7,307.90	7,307.90
8 Wages-Part Time	Journal	04/19/2024	243		Period 03/01/2024 to 03/31/2024	+SPLIT			
								20,733.00	20,733.00
Total 8 Wages-Part Time								20,733.00	20,733.00
9 Payroll Taxes	Journal	04/15/2024	242		Period 02/01/2024 to 03/31/2024				
	Journal	04/10/2024	243		Period 02/01/2024 to 03/31/2024				
	Journal	04/19/2024	244		Period 03/01/2024 to 03/31/2024				
								279.31	279.31
								1,595.09	1,595.09
								279.32	2,153.72
Total 9 Payroll Taxes								2,153.72	2,153.72
54200 Workers Compensation Insurance	Bill	04/01/2024	1153200	Workmen's Compensation Insurance	Period 11/01/2023				
						20000	Accounts Payable	15,336.00	15,336.00
Total 54200 Workers Compensation Insurance								15,336.00	15,336.00
54900 Office Supplies	Bill	04/28/2024	2731126100	Office Supply	Period 03/01/2024				
	Bill	04/14/2024	3277321	Office Supply	Period 03/01/2024				
						20000	Accounts Payable	21.79	21.79
						20000	Accounts Payable	43.55	43.55
Total 54900 Office Supplies								43.55	43.55
58000 Operating Supplies	Bill	04/02/2024	11113	Interstate Twp Products	Period 03/01/2024				
	Bill	04/01/2024	1109210	Interstate Twp Products	Period 03/01/2024				
	Bill	04/28/2024	2698223	Interstate Twp Products	Period 03/01/2024				
	Bill	04/28/2024	4136040	Interstate Twp Products	Period 03/01/2024				
	Bill	04/21/2024	4129492	Interstate Twp Products	Period 03/01/2024				
	Bill	04/23/2024	3111111	Interstate Twp Products	Period 03/01/2024				
	Bill	04/15/2024	2715140	Interstate Twp Products	Period 03/01/2024				
Total 58000 Operating Supplies								501.72	501.72
52300 Fuel	Bill	04/15/2024	1011000	Shell Energy LLC	Period 03/01/2024				
	Bill	04/10/2024	1111	Shell Energy LLC	Period 03/01/2024				
	Journal	04/19/2024	3111	Shell	Period 03/01/2024				
						20000	Accounts Payable	555.00	555.00
						2	Checking Mercantile	11.08	11.08
						2	Checking Mercantile	53.47	53.47
Total 52300 Fuel								589.55	589.55
57000 Professional Services									
57006 Other Memberships	Bill	04/01/2024	4000	VeriSign Inc	Period 03/01/2024				
	Bill	04/01/2024	4000	VeriSign Inc	Period 03/01/2024				
						20000	Accounts Payable	146.80	146.80
						20000	Accounts Payable	146.80	146.80
Total 57006 Other Memberships								146.80	146.80
57001 Legal	Bill	04/01/2024	1100	Berkman Smith LLP	Period 03/01/2024				
						20000	Accounts Payable	100.00	100.00
Total 57001 Legal								100.00	100.00
57002 Accounting	Journal	04/19/2024	3111	Billing Pmt Payment					
						2	Checking Mercantile	500.00	500.00
Total 57002 Accounting								500.00	500.00
57005 Professional Services									
57003 Communications	Bill	04/04/2024	1000	VeriSign Inc	Period 03/01/2024				
						20000	Accounts Payable	275.00	275.00
Total 57003 Communications								275.00	275.00
58400 Travel Expense	Journal	04/10/2024	3111	Travel					
	Journal	04/10/2024	3111	Travel					
	Journal	04/14/2024	1019539900	Travel					
	Journal	04/10/2024	3111	Travel					
						2	Checking Mercantile	50.57	50.57
						2	Checking Mercantile	19.00	19.00
						20000	Accounts Payable	1.00	54.57
						2	Checking Mercantile	50.57	219.14
Total 58400 Travel Expense								219.14	219.14
58600 Public Utilities	Bill	04/01/2024	1111	Consumers Energy	Period 03/01/2024				
	Bill	04/01/2024	1111	Consumers Energy	Period 03/01/2024				
	Bill	04/01/2024	1111	Consumers Energy	Period 03/01/2024				
						20000	Accounts Payable	550.31	550.31
						20000	Accounts Payable	540.77	1,091.08
						20000	Accounts Payable	15.15	1,106.23
						20000	Accounts Payable	10.21	1,196.44
Total 58600 Public Utilities								1,196.44	1,196.44
57200 Repairs and Maintenance									
57201 RM Building	Bill	04/10/2024	3111	Repairs and Maintenance	Period 03/01/2024				
	Bill	04/10/2024	3111	Repairs and Maintenance	Period 03/01/2024				
						20000	Accounts Payable	10,000.00	10,000.00
						20,000	Accounts Payable	844.79	10,844.79
Total 57201 RM Building								10,844.79	10,844.79
57202 RM Other	Bill	04/10/2024	3111	Repairs and Maintenance	Period 03/01/2024				
						20000	Accounts Payable	50.49	50.49
Total 57202 RM Other								50.49	50.49
54850 Repairs and Maintenance	Journal	04/10/2024	3111	Repairs and Maintenance					
						2	Checking Mercantile	5.00	5.00
Total 54850 Repairs and Maintenance								5.00	5.00
Total Expense								34,390.00	34,390.00
Total Ordinary Income								37,589.43	37,589.43
Net Income								3,199.43	3,199.43

Custom Account Statement Michigan CLASS

Entity Name	Investor ID	Report Period	Start Date	End Date	Average Yield for the Period
Lowell Area Fire and Emergency Services Authority	MI-01-0882		5/1/2024	5/31/2024	5.3875%

Account Number	Account Name	Beginning Balance	Contributions	Withdrawals	Ending Balance	Income Earned for Period
MI-01-0882-0001	General Fund	58,139.12	0.00	30,000.00	28,294.44	155.32
	Total	58,139.12	0.00	30,000.00	28,294.44	155.32

Transactional Activity

MI-01-0882-0001 General Fund

Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Confirmation Number
05/01/2024	Beginning Balance			58,139.12	
05/06/2024	Withdrawal	0.00	30,000.00		3349511
05/31/2024	Income Dividend Reinvestment	155.32	0.00		
05/31/2024	Ending Balance			28,294.44	

Custom Account Statement Michigan CLASS

Entity Name	Investor ID	Report Period	Start Date	End Date	Average Yield for the Period
Lowell Area Fire and Emergency Services Authority	MI-01-0882		4/1/2024	4/30/2024	5.3959%

Account Number	Account Name	Beginning Balance	Contributions	Withdrawals	Ending Balance	Income Earned for Period
MI-01-0882-0001	General Fund	72,849.44	0.00	15,000.00	58,139.12	289.68
	Total	72,849.44	0.00	15,000.00	58,139.12	289.68

Transactional Activity

MI-01-0882-0001 General Fund

Date	Transaction Description	Contributions & Income Earned	Withdrawals	Balance	Confirmation Number
04/01/2024	Beginning Balance			72,849.44	
04/15/2024	Withdrawal	0.00	15,000.00		3311731
04/30/2024	Income Dividend Reinvestment	289.68	0.00		
04/30/2024	Ending Balance			58,139.12	



LAKE MICHIGAN CREDIT UNION
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5/1/2024-5/31/2024
Your Account Number
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LOWELL AREA FIRE AND EMERGENCY SERVICES AUTHORITY
315 S HUDSON ST
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Summary-Share Accounts

ID#	Type	Beginning Balance	Ending Balance
00	MEMBER SAVINGS	\$5.00	\$5.00
01	BUSINESS STANDARD CHECKING	\$10,788.21	\$10,965.21
	Total		\$10,970.21

MEMBER SAVINGS

Share Account ID 00

			Total Deposits		\$0.00
			Total Withdrawals		\$0.00
Trans	Eff Date	Transaction	Withdrawal	Deposit	Balance
May 01		Beginning Balance			\$5.00
May 31		Ending Balance			\$5.00

BUSINESS STANDARD CHECKING

Share Account ID 01

			Total Deposits	\$177.00	
			Total Withdrawals	\$0.00	
Trans	Eff Date	Transaction	Withdrawal	Deposit	Balance
May 01		Beginning Balance			\$10,788.21
May 16	May 16	Deposit		\$172.00	\$10,960.21
May 16	May 16	Deposit Bulk		\$5.00	\$10,965.21
May 31		Ending Balance			\$10,965.21

Dividend Summary

Account	Dividends Year To Date
MEMBER SAVINGS	\$0.00
BUSINESS STANDARD CHECKING	\$0.00
Total	\$0.00

This interest only reflects shares currently opened. A year end tax form will be sent if eligible detailing total interest for the year.

Your current account relationship is Value

For reconciliation assistance and other important information about your shares: [Reconciliation.pdf](#)

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4/1/2024-4/30/2024
Your Account Number
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LOWELL AREA FIRE AND EMERGENCY SERVICES AUTHORITY
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Summary-Share Accounts

ID#	Type	Beginning Balance	Ending Balance
00	MEMBER SAVINGS	\$5.00	\$5.00
01	BUSINESS STANDARD CHECKING	\$10,788.21	\$10,788.21
Total			\$10,793.21

MEMBER SAVINGS			Share Account ID 00		
			Total Deposits		\$0.00
			Total Withdrawals		\$0.00
Trans	Eff Date	Transaction	Withdrawal	Deposit	Balance
Apr 01		Beginning Balance			\$5.00
Apr 30		Ending Balance			\$5.00

BUSINESS STANDARD CHECKING			Share Account ID 01		
			Total Deposits		\$0.00
			Total Withdrawals		\$0.00
Trans	Eff Date	Transaction	Withdrawal	Deposit	Balance
Apr 01		Beginning Balance			\$10,788.21
Apr 30		Ending Balance			\$10,788.21

Dividend Summary

Account	Dividends Year To Date
MEMBER SAVINGS	\$0.00
BUSINESS STANDARD CHECKING	\$0.00
Total	\$0.00

This interest only reflects shares currently opened. A year end tax form will be sent if eligible detailing total interest for the year.

Your current account relationship is Value

Lowell Fire Authority
Budget Amendment
June 11, 2024

	Budget FY 2024	General Fund 5/31/2024	Changes to FY 2024 budget	Amended Budget 6/11/2024
Revenues		11 months results		
Lowell Township	230,708.05	\$ 256,258.42	25,550.37	\$ 256,258.42
Vergennes Township	174,671.01	194,015.41	19,344.40	194,015.41
City of Lowell	181,540.94	201,646.17	20,105.23	201,646.17
Cost of Recovery Program	-	4,610.00	4,610.00	4,610.00
Grants	-	31,250.00	31,250.00	31,250.00
State of MI Grant	-	30,000.00	30,000.00	30,000.00
Cable Fund Grant	-	7,290.00	7,290.00	7,290.00
Misc. Income	-	-	-	-
Interest	-	2,116.89	2,116.89	2,116.89
Total Revenues	\$ 586,920.00	\$ 727,186.89	\$ 140,266.89	\$ 727,186.89
Expenditures				
Employee Health Insurance	\$	7,106.12	\$ 9,000.00	\$ 9,000.00
Salaries--Permanent	127,660.00	66,713.67	(51,660.00)	76,000.00
Salaries--Temporary	198,860.00	289,302.18	116,140.00	315,000.00
Payroll Taxes	30,000.00	27,230.60	-	30,000.00
Worker's Compensation	20,000.00	14,558.00	(5,000.00)	15,000.00
Office Supplies	1,200.00	1,387.88	300.00	1,500.00
Operating Supplies	45,000.00	100,531.99	59,500.00	104,500.00
Fuel	15,000.00	12,655.05	(500.00)	14,500.00
Professional Services				
Legal	3,000.00	12,062.60	9,200.00	12,200.00
Accounting	9,600.00	6,785.00	(2,100.00)	7,500.00
Auditing	5,400.00	5,150.00	-	5,400.00
Biocare	13,100.00	10,574.00	(2,100.00)	11,000.00
Kent County Fire Assessment	18,000.00	16,134.07	(1,500.00)	16,500.00
Other memberships	2,300.00	1,544.16	(700.00)	1,600.00
Communications	17,200.00	17,008.85	1,500.00	18,700.00
Travel Expenses	3,500.00	1,783.71	(1,500.00)	2,000.00
Insurance	12,000.00	12,378.00	500.00	12,500.00
Public Utilities	16,000.00	21,047.99	7,500.00	23,500.00
Repair and Maintenance--Buildings	8,600.00	10,912.22	2,600.00	11,200.00
Repair and Maintenance--Vehicles	12,000.00	19,547.52	9,500.00	21,500.00
Repair and Maintenance--Other	4,000.00	3,598.73	(400.00)	3,600.00
Miscellaneous	1,500.00	1,911.75	500.00	2,000.00
Public Education	2,000.00	746.95	(1,200.00)	800.00
Training	21,000.00	10,299.06	(9,500.00)	11,500.00
Capital Expenses	-	-	-	-
Building Upgrades	-	-	-	-
Fire & Rescue Vehicle Equipment	-	-	-	-
Fire Vehicles	-	-	-	-
Capital Expense - Other	-	-	-	-
TOTAL Expenditures	\$ 586,920.00	\$ 663,863.98	\$ 140,080.00	\$ 727,000.00
INCREASE/DECREASE IN NET ASSETS	-	63,322.91	186.89	186.89

Lowell Area Fire and
Emergency Services Authority
Lowell Area Fire Department, 315 S. Hudson St. Lowell, MI 49331
616-897-7354



Tuesday, June 11, 2024

Fire Authority Board:

Calls and Response:

During the month of May, we ran a total of 94 calls. Total for this year so far, we have run 483 calls for service. Department was also dispatched for mutual aid to Grattan for a house fire. Department provided an engine company and tender for water supply. LAFD also responded to a brush fire that was assisted by Ada, Cannon, and Grattan. LAFD also had a response to a building fire that was mostly extinguished by the building owner upon arrival.

Training:

There was only one large group training during the month of May. LAFD hosted a medical blitz and completed 4 hours of medical training in pediatric categories.

Prevention and Community Wellness:

Department hosted school tours at the station from Murray Lake Elementary. Over a 100 Kids toured the station and briefly learned about fire safety. Smoke detector program has continued and we install smoke detector to 5 different locations. Sunrise breakfast was hosted by the station and a success. Team participated in the Memorial day parade. Honor guard presented colors at high school lacrosse game for service appreciation night

Support Service:

Breathing air compressor has been repaired. Engine 1 warranty issues were completed and annual pump testing took place at Spencer manufacturing. Medic 2 has been placed into service as a medical response unit. Medic 1 has been moved to utility 1.

Upcoming events include:

- High angle rescue course, Ladder testing
- Safety town @ Impact Church

If there are any questions on items not covered or more information needed, please reach out to me.

Thanks

Corwin Velzen
Fire Chief
Lowell Area Fire Department

Lowell Area Fire and
Emergency Services Authority
Lowell Area Fire Department, 315 S. Hudson St. Lowell, MI 49331
616-897-7354



Wednesday, May 08, 2024

Fire Authority Board:

During the month of April, we ran a total of 104 calls. Narrative is the same trending similar to last year's total call volume. Total for this year so far, we have run 389 calls for service.

Department was dispatched for mutual aid to Saranac a couple times as well as to Alto Fire Department. Both times to Saranac were for brush fires. Call response in Alto was to a garage fire in Lowell Township off from Cascade Road. Department also had a large response to a Wildland fire in the woods at the dead end of Foreman. This incident required the assistance from multiple departments and neighboring homeowners with equipment that helped move fallen trees.

Team training and theme for the month was "Live Fire". Department sponsored a field burn on Flat River. This utilized multiple neighboring agencies to assist with the burn. Team also participated with Cascade FD, Caledonia FD, Ford Airport FD, and Thornapple FD in a burn facility in Thornapple Township. This was a two-day event and involved more than half the department. We also sent two personnel to FDIC to be Live Fire Safety Instructors at the flashover simulators.

Facility garage door is repaired and all bay doors have had the mechanicals gone over and lubricated to verify reliability of "manual opening" in the event of a power outage. Breathing air compressor has an oil leak and is being repaired by in house talent. Lawn mowing has started and we are continuing with agreement of using city lawn mower.

Upcoming events include:

- Medical training blitz, High angle rescue
- Sunrise breakfast, Memorial day parade
- Station School tours, Dedication Ceremony at L.H.S.

If there are any questions on items not covered or more information needed, please reach out to me.

Thanks

Corwin Velzen
Fire Chief
Lowell Area Fire Department



Lowell Area Fire Department

315 S. Hudson, Lowell, MI 49331

Phone: 616-897-7354

Incidents By Zone

Filter: Incident.Date Filters Year is equal to 2024

AND Incident.Date Filters Month is equal to May

Zone	Incident Type Code	Incident Type Name	Incident Number Count
City of Lowell			
	111	Building fire	1
	311	Medical assist, assist EMS crew	3
	321	EMS call, excluding vehicle accident with injury	19
	444	Power line down	1
	511	Lock-out	1
	553	Public service	1
	611	Dispatched & canceled en route	2
	671	HazMat release investigation w/no HazMat	1
	744	Detector activation, no fire - unintentional	1
City of Lowell Total			30
Grattan Township			
	111	Building fire	1
Grattan Township Total			1
Lowell Township			
	162	Outside equipment fire	1
	311	Medical assist, assist EMS crew	3
	321	EMS call, excluding vehicle accident with injury	24
	322	Motor vehicle accident with injuries	3
	324	Motor vehicle accident with no injuries.	1
	331	Lock-in (if lock out, use 511)	1
	444	Power line down	1
	460	Accident, potential accident, other	2
	550	Public service assistance, other	2
	554	Assist invalid	1
	561	Unauthorized burning	1
	611	Dispatched & canceled en route	1
	700	False alarm or false call, other	1
	735	Alarm system sounded due to malfunction	1
	745	Alarm system activation, no fire - unintentional	1
Lowell Township Total			44
Vergennes Township			
	143	Grass fire	1
	311	Medical assist, assist EMS crew	2
	321	EMS call, excluding vehicle accident with injury	9
	322	Motor vehicle accident with injuries	2



Lowell Area Fire Department

315 S. Hudson, Lowell, MI 49331

Phone: 616-897-7354

Zone	Incident Type Code	Incident Type Name	Incident Number Count
	331	Lock-in (if lock out , use 511)	1
	444	Power line down	2
	611	Dispatched & canceled en route	1
	652	Steam, vapor, fog or dust thought to be smoke	1
Vergennes Township Total			19
Total			94



Lowell Area Fire Department

315 S. Hudson, Lowell, MI 49331

Phone: 616-897-7354

Breakdown by Incident Type

Report Period: 04/01/24 - 04/30/24 23:59:59

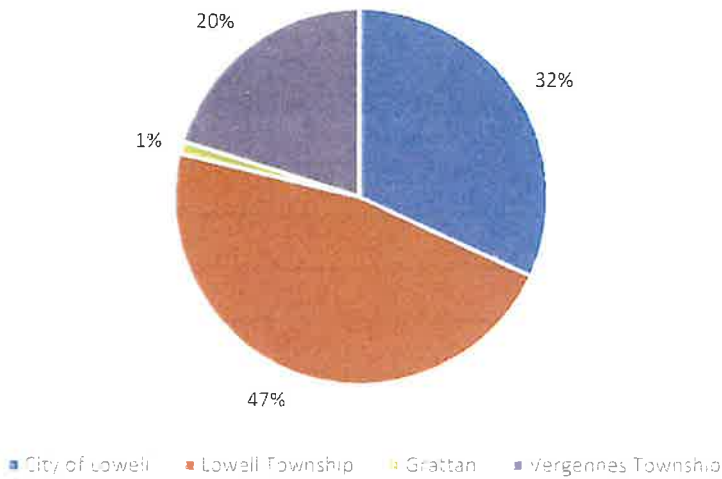
Incident Type	Incidents	Exposures
321 EMS call, excluding vehicle accident with injury	45	0
311 Medical assist, assist EMS crew	17	0
611 Dispatched & canceled en route	10	0
444 Power line down	5	0
322 Motor vehicle accident with injuries	5	0
320 Emergency medical service incident, other	3	0
551 Assist police or other governmental agency	3	0
142 Brush or brush-and-grass mixture fire	3	0
600 Good intent call, other	2	0
480 Attempted burning, illegal action, other	2	0
651 Smoke scare, odor of smoke	1	0
700 False alarm or false call, other	1	0
735 Alarm system sounded due to malfunction	1	0
736 CO detector activation due to malfunction	1	0
900 Special type of incident, other	1	0
111 Building fire	1	0
141 Forest, woods or wildland fire	1	0
324 Motor vehicle accident with no injuries.	1	0
350 Extrication, rescue, other	1	0

	Incidents	Exposures
Total	104	0

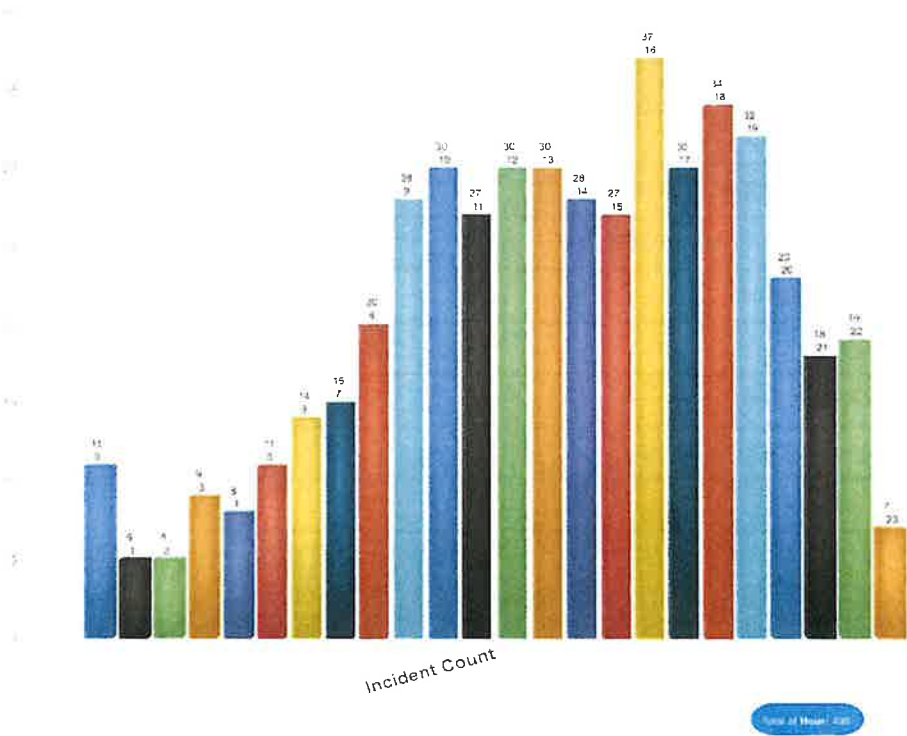
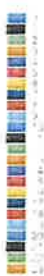
05/08/24 08:44:30

Zone	IncidentCount	ManHours
City of Lowell	30	52:30:42
Lowell Township	44	128:33:37
Grattan	1	18:59:58
Vergennes Township	19	70:49:09

IncidentCount

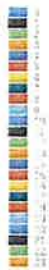
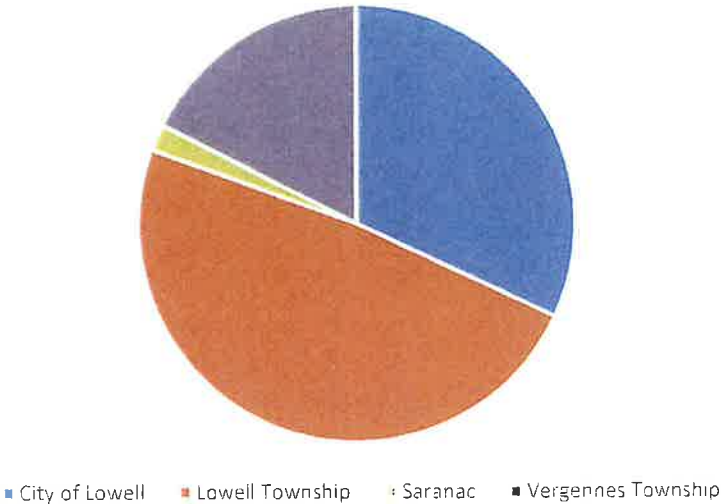


Incidents By Hour of Day
01/01/2024-12/31/2024

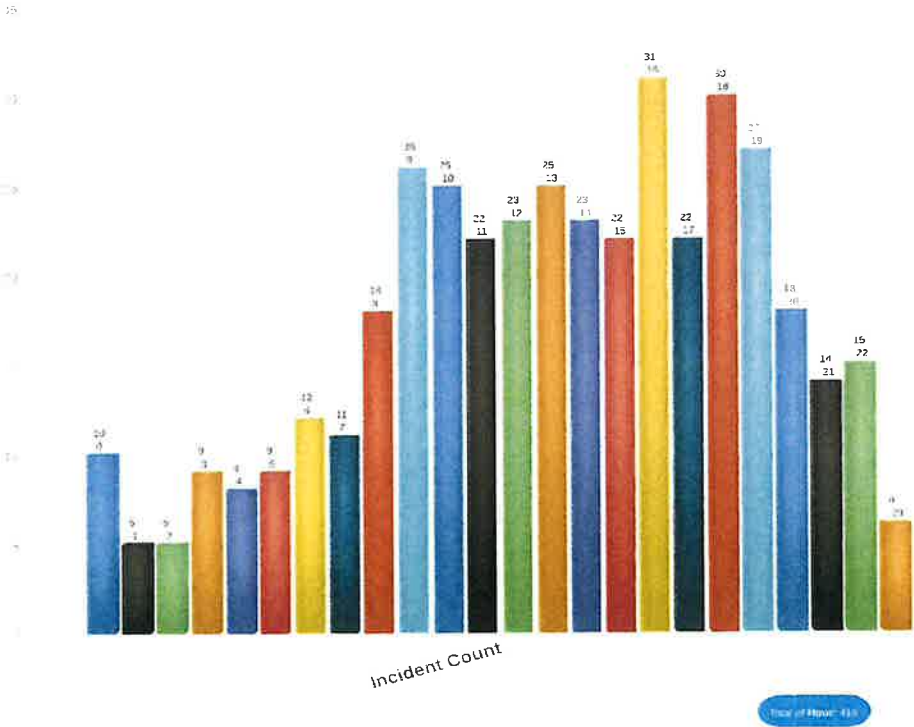


Zone	IncidentCount	ManHours
City of Lowell	33	50:55:05
Lowell Township	50	258:37:39
Saranac	2	9:09:45
Vergennes Township	18	66:49:36

IncidentCount



Incidents By Hour of Day
01/01/2024-12/31/2024



CITY OF LOWELL
REPORT FOR : MAY
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 21.62989 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: MAY TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 330.88 HOURS, WHICH RESULTED IN
501.5 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 141.35

ELECTRICAL COST PER MILLION GALLONS: \$ 255.49

TOTAL COST PER MILLION GALLONS: \$ 396.84

WATER PRODUCTION

DAILY AVERAGE: 0.698 MILLION GALLONS

DAILY MAXIMUM: 1.015 MILLION GALLONS

DAILY MINIMUM: 0.507 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 10.674 HOURS PER DAY.

LOWELL POLICE DEPARTMENT - MONTHLY REPORT SUMMARY - CALENDAR YEAR 2024

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
CSC (All)	0	0	0	2	0								2
Non-Agg. Assault	2	0	4	6	4								16
Aggravated/Fel. Assault	0	0	1	0	0								1
Stalking/Harassment	1	3	4	3	3								14
B&E	0	0	1	0	0								1
Larceny	0	2	0	1	2								5
Motor Vehicle Theft	0	1	0	1	0								2
Motor Vehicle Fraud	0	0	0	0	0								0
Fraud	2	0	0	0	2								4
MDOP	0	2	1	2	1								6
Retail Fraud	0	1	1	1	0								3
VCSA/Narcotic Equip. Viol.	0	0	0	1	0								1
Sex Offense - Other	0	0	0	0	1								1
Family Issues	2	10	10	9	3								34
Liquor Violations	0	0	0	0	1								1
Obstructing Police	0	0	0	2	0								2
Escape/Flight	0	0	0	0	0								0
Obstructing Justice	1	3	2	2	2								10
Weapons Offense	0	0	0	1	0								1
Disorderly Conduct	3	3	10	2	3								21
Public Peace	0	1	0	1	0								2
Hit and Run MVA	0	1	1	0	2								4
OWI	0	0	0	0	0								0
Driving Law Violations	3	9	4	7	3								26
Health and Safety	0	0	0	0	0								0
Trespassing	2	1	3	1	1								8
MIP Alcohol/Tobacco	0	1	0	1	0								2
Animal Issues	0	0	0	0	0								0
Delinquent Minors	0	1	0	1	0								2
Runaway	0	0	0	0	0								0
Violation of Ct. Injunction	2	0	1	0	2								5
Mental Pick-up	0	0	2	0	1								3
PDA/PI Accidents	5	5	6	6	10								32
Non-Traffic Accidents	0	1	1	0	3								5

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Parking Viol./Impounds	2	4	5	1	4								16
Open Doors/Windows	1	1	0	0	1								3
Alarms	16	7	7	14	3								47
Vehicle Insp/Abandoned Veh.	2	0	2	2	2								8
Zoning Violations	0	0	0	0	0								0
Ordinance Violations	2	13	14	11	16								56
Civil Matters	6	6	15	3	2								32
Suspicious Situations	15	24	20	13	16								88
Lost/Found Property	4	3	1	3	4								15
Drug Overdose	0	0	0	0	0								0
CCH/Local Records Checks	0	0	0	1	2								3
Suicidal Subjects	1	1	1	2	1								6
DOA - Natural	1	0	0	0	0								1
Missing Persons	0	0	1	1	1								3
911 Hangups	0	0	0	1	2								3
Community Involvement	0	2	0	0	0								2
General Assists	12	10	10	10	15								57
Motorist Assists/Lockouts	8	6	4	7	6								31
Traffic Policing	0	0	1	3	1								5
Flock Hits	1	4	9	4	2								20
Fingerprints	11	11	11	9	7								49
Pistol Permits and Sales	31	23	20	22	8								104
Assist to Other Depts.	30	23	33	44	44								174
Standby PO	4	4	6	8	7								29
Directed Patrol	0	0	0	0	0								0
Property/Building Checks	0	0	0	0	0								0
Road Kill Permits	0	1	0	1	0								2
Broadcasts	3	1	0	3	2								9
Welfare Checks	7	3	5	14	10								39
Paper Service	0	0	2	1	2								5
TOTALS	180	192	219	228	202	0	0	0	0	0	0	0	1021
Traffic Stops	92	221	225	87	158								783
Citations Issued	17	20	14	13	4								68
Warnings	92	243	303	88	189								915

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

May 2024





June 12, 2024

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

Dear Mr. Burns:

On behalf of Veolia I am pleased to submit the May Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 33.72 million gallons of wastewater were treated, down from 39.27 million gallons the month before.

All NPDES Permit requirements were satisfied. Copies of the Discharge Monitoring Report for the month can be seen in Appendix A. Appendix B contains graphs representing how the actual lab results compared to the limits in the NPDES Permit and how the actual plant flows compared to the design flow.

INDUSTRIAL PRETREATMENT PROGRAM

The Fullers Septic May surcharges were \$81.84. No operational problems were experienced at the plant from their discharge.

The Litehouse May surcharges were \$4,400.29. Within that included 5 fines for exceedances of BOD & FOG. No operational problems were experienced at the plant from their discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
5/1	Ace Hardware (1)	\$383.57
5/1	Grainger (2)	\$8.86
5/1	Lubrication Engineers (3)	\$366.67
5/2	Lynch's Metal Fabrication (4)	\$547.50
5/24	Lowes (5)	\$19.24
Beginning Balance of the Annual Maintenance Allowance (Including carover \$\$ from FY 22-23)*		\$12,002.25
Maintenance Allowance spent YTD		\$11,174.22
Balance of Maintenance Allowance		\$828.03

*The maintenance spending for FY 22-23 was under the annual allotment by \$2.25. That amount will be added to the beginning balance on July 1st. That makes the beginning balance \$12,002.25 (\$12,000+2.25).

In addition to preventive maintenance the following corrective maintenance activities occurred:

- Applied lawn weed killer (1)
- Replaced stairway thermostat (1)
- Repaired cold storage overhead door (1)
- Purchased hex key for rotor gearbox maintenance (2)
- Conducted oil analysis on rotor gearboxes (3)
- Repaired RV dump station hatch (4)
- Replaced pressure washer fittings (5)

PROJECTS FOR THE FUTURE

- Finish painting chlorine room walls
- Repair broken sprinkler piping
- Replace sprinkler heads
- Paint chlorine room floor

If you have any questions or would like additional information, please feel free to call me at your convenience.

Respectfully submitted,

VEOLIA



Brian Vander Meulen
Project Manager

MAY EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 3 mg/l, 90% under the NPDES limit of 25 mg/l. The worst 7-day average was 4 mg/l, 90% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 4.6 mg/l, 85% under the NPDES limit of 30 mg/l. The worst 7-day average was 6.0 mg/l, 87% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.39 mg/l, the limit is 1.0 mg/l.

The average removal rate for CBOD was 98%; a minimum of 85% is required. The average removal rate for Suspended Solids was 96%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 27 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 87 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 36 ug/l; the limit is 36 ug/l. The monthly average was 21 ug/l.

Appendix A



State of Michigan
Department of Environmental Quality

Plant Influent Sheet

Lowell, Michigan

R4607 4/74
4833-6040

Weather Code	
1. Clear	6. Warm
2. Partly Cloudy	7. Cold
3. Cloudy	8. Windy
4. Rain	9. Melting Snow
5. Snow	

Plant No. Month Year
410049 May 2024

Superintendent's Signature
Brian Vander Meulen, Supt.

WEATHER			FLOW		RAW SEWAGE QUALITY												D A Y PN SF
D A Y PN SF	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	CBOD		SS		Total-P		VSS mg/l	NH3-N		Mercury ng/l	
	0033	0045	50050	50051	00011	00400	00310	85001	00530	85002	00665	85004	00535	00610	00610	71900	
1	26	0.00	1.13	1.60	56	7.4	198	1866	174	1640	2.4	22.6	146	11.4	107	*G	1
2	246	0.52	1.16	1.50													2
3	2468	0.07	1.07	1.50	56	7.3	165	1472	86	767			80				3
4	2468	0.31	1.15	1.60													4
5	26	0.00	1.16	1.30													5
6	26	0.00	1.19	1.70	56	7.3	132	1310	90	893			88				6
7	246	0.29	1.11	1.60													7
8	26	0.00	1.16	1.60	57	7.3	188	1819	118	1142	2.4	23.2	100	10.7	104		8
9	246	0.02	1.15	1.50													9
10	246	0.15	1.07	1.50	57	7.2	226	2017	112	999			102				10
11	268	0.00	1.11	1.60													11
12	246	0.07	1.16	1.40													12
13	246	0.03	1.11	1.70	61	7.2	149	1379	118	1092			110				13
14	246	0.04	1.14	1.80													14
15	26	0.00	1.09	1.80	58	7.3	236	2145	166	1509	2.5	22.7	156	10.4	95		15
16	246	0.35	1.12	1.80													16
17	26	0.00	1.01	1.30	58	7.2	241	2030	136	1146			124				17
18	268	0.00	1.06	1.40													18
19	26	0.00	1.09	1.20													19
20	246	0.25	1.05	1.50	59	7.3	138	1208	98	858	2.4	21.0	88	9.8	86		20
21	26	0.00	1.07	1.60													21
22	26	0.00	1.05	1.50	60	7.4	185	1620	116	1016			100				22
23	26	0.00	1.07	1.40													23
24	246	0.24	0.99	1.40	59	7.2	216	1783	84	694			76				24
25	26	0.00	0.98	1.40													25
26	3468	0.68	0.99	1.30													26
27	346	0.05	1.07	1.20													27
28	26	0.00	1.10	1.60	59	7.1	204	1871	116	1064			114				28
29	26	0.00	1.08	1.50	60	7.4	158	1423	112	1009	2.6	23.4	100	11.1	100		29
30	26	0.00	1.05	1.60													30
31	268	0.00	0.98	1.60	60	7.3	212	1733	112	915			110				31
TL	XXXX	3.07	33.72	XXXX	XXXX	XXXX	XXXX	52430	XXXX	32648	XXXX	701	XXXX	XXXX	3046	XXXX	TL
ME	XXXX	XXXX	1.09	XXXX	58	7.3	189	1691	117	1053	2.5	22.6	107	10.7	98	XXXX	ME
MAX	XXXX	0.68	1.19	1.80	61	7.4	241	2145	174	1640	2.6	23.4	156	11.4	107	XXXX	MAX
MIN	XXXX	XXXX	0.98	1.20	56	7.1	132	1208	84	694	2.4	21.0	76	9.8	86	XXXX	MIN

State of Michigan
Department of Environmental Quality

Activated Sludge Sheet

Lowell, Michigan

PM Code

1. Conventional
2. Step Feed
3. Complete Mix
4. Extended Aeration
5. Contact Stabilization
6. Other

Plant No. Month Year
410049 May 2024

Superintendent's Signature
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code 80889	D A Y PN SF	REMARKS
D A Y PN SF	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991			
1	192	30.5	22.9	0.06	3132	2585	25	1.25	4.2	80	0.48	0.39	0.0	4	1	
2		29.7											30.2		2	
3		32.2	48.0	0.05	3075	2526	25	1.23	4.0	81	0.55	0.45	23.3		3	
4		30.0											0.0		4	
5		29.7											0.0		5	
6		29.0	39.9	0.04	2973	2435	26	1.14	3.5	87	0.57	0.46	27.2		6	
7		31.0											0.0		7	
8		29.7	35.1	0.06	3342	2736	31	1.08	3.8	93	0.58	0.47	26.4		8	
9		30.0											0.0		9	
10		32.2	41.7	0.06	3477	2.861	40	0.87	2.1	115	0.62	0.51	27.8		10	
11		31.0											0.0		11	
12		29.7											0.0		12	
13		31.0	38.3	0.04	3497	2909	43	0.81	2.0	123	0.65	0.53	35.4		13	
14		30.2											30.9		14	
15		31.6	26.3	0.07	3308	2737	45	0.74	4.2	136	0.55	0.45	29.9		15	
16		30.8											32.4		16	
17		34.1	32.1	0.07	3072	2554	49	0.63	2.1	160	0.56	0.46	26.6		17	
18		32.5											0.0		18	
19		31.6											0.0		19	
20		32.8	43.0	0.04	3084	2564	67	0.46	2.0	217	0.55	0.45	32.5		20	
21		32.2											31.7		21	
22		32.8	37.3	0.05	3167	2643	70	0.45	3.3	221	0.54	0.45	86.1		22	
23		32.2											7.1		23	
24		34.8	46.3	0.07	2684	2212	34	0.79	3.5	127	0.41	0.34	27.2		24	
25		35.2											0.0		25	
26		34.8											0.0		26	
27		32.2											0.0		27	
28		31.3	32.1	0.07	2856	2361	44	0.65	4.4	154	0.48	0.39	34.1		28	
29		31.9	32.2	0.05	2713	2222	38	0.71	3.9	140	0.45	0.36	26.5		29	
30		32.8											0.0		30	
31		35.2	34.8	0.07	2659	2175	41	0.65	3.1	154	0.47	0.38	29.9		31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	565.2	XXXX	TL	
ME	192	31.8	36.4	0.06	3074	2537	41	0.82	3.3	135	0.53	0.44	18.2	XXXX	ME	
MAX	XXXX	35.2	48.0	0.07	3497	2909	70	1.25	4.4	221	0.65	0.53	86.1	XXXX	MAX	
MIN	XXXX	29.0	22.9	0.04	2659	2175	25	0.45	2.0	80	0.41	0.34	XXXX	XXXX	MIN	

Remarks:

4833-5034
R4609 4/74

State of Michigan
Department of Environmental Quality

Final Effluent Sheet

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Plant No. 410049 Month May Year 2024 Sampling Point Code 001

Superintendent's Signature
Brian Vander Meulen, Supt.

R 4610 4/74
4833-5468

D A Y P N S F	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3		Cl2	Mercury	D A Y P N S F
	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	SU	mg/l	#/100ml	mg/l	LBS.	ug/l	ng/l	
	80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	00610	50060	71900	
1	3	28	98	3.6	34	98	0.21	1.98	91	3.2	7.0	8.1	8	0.96	9.05	23	*G	1
2																		2
3	3	27	98	3.6	32	96				3.2	7.0	8.1	124			13		3
4																		4
5																		5
6	4	40	97	4.4	44	95				4.0	7.0	8.2	32			16		6
7																		7
8	3	29	98	4.0	39	97	0.47	4.55	80	3.2	6.9	7.9	22	0.72	6.97	36		8
9																		9
10	4	36	98	9.6	86	91				7.6	7.0	7.7	2			9		10
11																		11
12																		12
13	2	19	99	4.4	41	96				3.6	7.0	7.7	>240			<1		13
14																		14
15	4	36	98	4.0	36	98	0.41	3.73	84	3.2	7.0	7.9	6	0.87	7.91	26		15
16																		16
17	3	25	99	4.0	34	97				3.6	7.0	7.8	14			20		17
18																		18
19																		19
20	3	26	98	4.0	35	96	0.37	3.24	85	2.8	7.0	7.8	137	0.44	3.85	7		20
21																		21
22	3	26	98	3.2	28	97				2.8	7.2	8.3	26			25		22
23																		23
24	5	41	98	6.0	50	93				5.2	7.2	8.5	188			13		24
25																		25
26																		26
27																		27
28	3	28	99	5.6	51	95				5.2	7.2	8.8	59			20		28
29	3	27	98	2.8	25	98	0.47	4.23	82	2.4	7.2	8.8	47	0.30	2.70	28		29
30																		30
31	3	25	99	5.2	43	95				4.4	7.2	9.0	21			33		31
TL	XXXX	913	XXXX	XXXX	1277	XXXX	XXXX	109.9	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	188.96	XXXX	XXXX	TL
ME	3	29	98	4.6	41	96	0.39	3.55	84	3.9	7.1	8.2	27	0.66	6.10	21	XXXX	ME
WA	4	35	98	6.0	56	94	XXXX	XXXX	XXXX	4.9	7.2	7.8	87	0.96	9.05	27	XXXX	WA
MAX	5	41	99	9.6	86	98	0.47	4.55	91	7.6	7.2	9.0	188	0.96	9.05	36	XXXX	MAX
MIN	2	19	97	2.8	25	91	0.21	1.98	80	2.4	6.9	7.7	2	0.30	2.70	7	XXXX	MIN

Remarks: Fecal Coli for May 13 are actually "Greater Than"
Cl2 Residuals for May 13 are actually "Less Than"

State of Michigan
Department of Environmental Quality

Miscellaneous Sheet

Lowell, Michigan

R 4607 4/74
4833-6040

Plant No. 410049 Month May Year 2024

Superintendent's Signature
Brian Vander Meulen, Supt.

Grit		Aux Fuel	Power Consumption	Chemicals Applied		
D	CF	Nat. Gas	KWH	CL2	FeCL2	
A		CF		LBS	GAL	
Y						
PN						
SF		2	3			
1	1	1	1.4	5	15	
2	1	0	1.6	8	20	
3	1	0	1.4	6	25	
4	1	0	1.4	6	25	
5	1	0	1.6	5	25	
6	1	1	1.4	8	25	
7	1	0	1.6	5	15	
8	1	0	1.4	5	15	
9	1	0	1.6	8	20	
10	1	1	1.4	6	25	
11	1	0	1.6	6	20	
12	1	0	1.6	8	25	
13	1	1	1.6	4	25	
14	1	0	1.6	8	25	
15	1	0	1.6	8	15	
16	1	1	1.8	7	20	
17	1	0	1.4	5	20	
18	1	0	1.6	10	20	
19	1	1	1.6	5	25	
20	1	0	1.6	7	20	
21	1	0	1.8	8	25	
22	1	0	2.0	8	20	
23	1	0	2.0	7	20	
24	1	1	1.8	5	25	
25	1	0	1.6	5	20	
26	1	0	1.6	5	25	
27	1	0	1.8	6	25	
28	1	0	1.8	6	20	
29	1	0	1.8	7	25	
30	1	0	1.8	9	20	
31	1	1	1.6	6	25	
TL	31	8	50.4	202	675	0
ME	1	0	1.6	7	22	0
MAX	1	1	2.0	10	25	0
MIN	1	0	1.4	4	15	0

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	184	0	0	0
Shift Operator	1	1	200	0	0	0
Total	2	1	384	0	0	0
Weekday Hrs.	9					
Saturday Hrs.	4					
Sunday Hrs.	4					
Holiday Hrs.	4					

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

NAME: LOWELL WWTP
ADDRESS: 301 EAST MAIN STREET
 LOWELL MI 49331

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
 DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

MINOR
 (SUBR GG)
 F-FINAL
 001 MUN.WASTE H20--FLAT RIVER

FACILITY: LOWELL WWTP
LOCATION: LOWELL MI 49331
ATTN: BRIAN VANDER MEULEN

MONITORING PERIOD							
YEAR	MO	DAY	FROM	YEAR	MO	DAY	TO
2024	5	1		2024	5	31	

*** NO DISCHARGE ☐ ***

NOTE: Read Instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT 50050 1 0 0 EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	1.09	1.19	(03)	*****	*****	*****		-	7/7	RECORD FLOW
	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	**** ****		WEEKDAYS	RECORD FLOW
SOLIDS, TOTAL SUSPENDED 00530 B 1 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	41	56	(26)	*****	4.6	6.0	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	360 MONTHLY AVG	530 7 DAY AVG	lbs/day	*****	30 MONTHLY AVG	45 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
BOD, CARBONACEOUS 05 DAY, 20C 80082 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	29	35	(26)	*****	3	4	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	300 MONTHLY AVG	470 7 DAY AVG	lbs/day	*****	25 MONTHLY AVG	40 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N) 00610 B 1 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	9.0	(26)	*****	*****	0.96	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	*****	REPORT DAILY MAX	lbs/day	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
PHOSPHORUS, TOTAL (AS P) 00665 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	3.5	4.5	(26)	*****	0.39	0.47	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	12 MONTHLY AVG	REPORT DAILY MAX	lbs/day	*****	1.0 MONTHLY AVG	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
CHLORINE, TOTAL RESIDUAL 50060 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****		*****	*****	36	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	**** ****	*****	*****	38 DAILY MAX	ug/l		WEEKDAYS	GRAB
MERCURY, TOTAL 71900 B 0 0 POST DISINFECT	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G		0	1/90	GRAB
	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER Brian Vander Meulen, Supt. TYPED OR PRINTED	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.				PHONE NUMBER		DATE		
					(616)	897-8135	2024	6	10
SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT					AREA CODE	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

NAME: LOWELL WWTP
ADDRESS: 301 EAST MAIN STREET
 LOWELL MI 49331

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
 DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

MINOR
 (SUBR GG)
 F-FINAL
 001 MUN, WASTE H2O--FLAT RIVER

FACILITY: LOWELL WWTP
LOCATION: LOWELL MI 49331
ATTN: BRIAN VANDER MEULEN

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
2024	5	1	2024	5	31

*** NO DISCHARGE ☐ ***

NOTE: Read Instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000004	lbs/day	*****	*****	0.38	ng/L	0	1/90	CALCTD
71900 X 0 0 POST DISINFECT	PERMIT REQUIREMENT	*****	0.000024 12-Mo Rolling Avg		*****	*****	2.0 12-Mo Rolling Avg			QUARTERLY	CALCTD
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****	*****	*****	27	87	(19)	0	3/7	GRAB
74055 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		*****	200 MONTHLY AVG	400 7 DAY AVG	mg/L		DAILY	GRAB
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	98	*****	97	(23)	0	1/30	CALCTD
81010 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****		85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	96	*****	91	(23)	0	1/30	CALCTD
81011 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****		85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
pH	SAMPLE MEASUREMENT	*****	*****	****	6.9	*****	7.2	(12)	0	3/7	GRAB
00400 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		6.5 DAILY MINIMUM	*****	9.0 DAILY MAX	S.U.		WEEKDAYS	GRAB
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	*****	*****	****	7.7	*****	*****	(19)	0	3/7	GRAB
00300 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		3.0 DAILY MINIMUM	*****	*****	mg/L		WEEKDAYS	GRAB
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	PHONE NUMBER		DATE		
		(616)	897-8135	2024	6	10
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR MO DAY

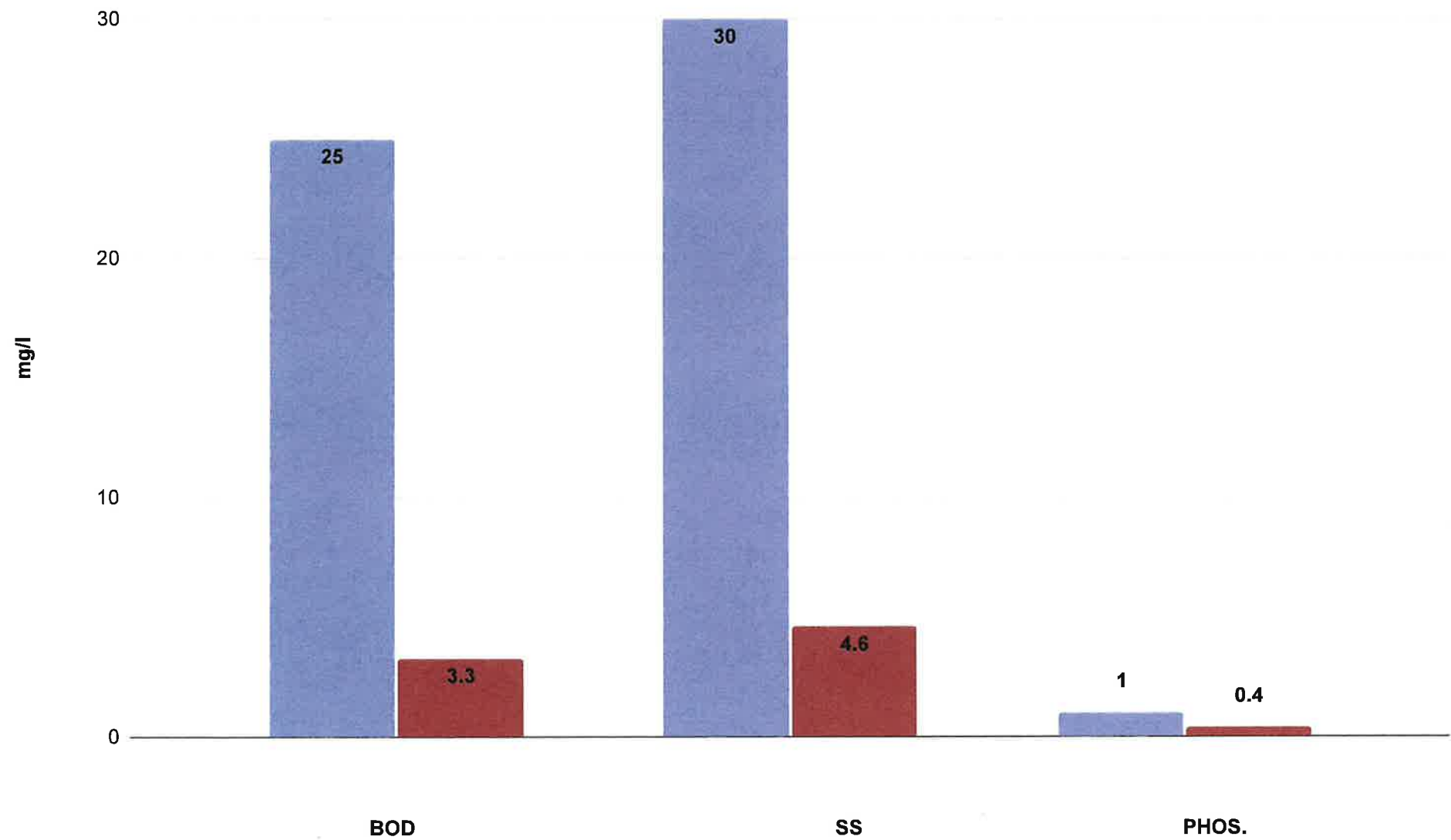
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

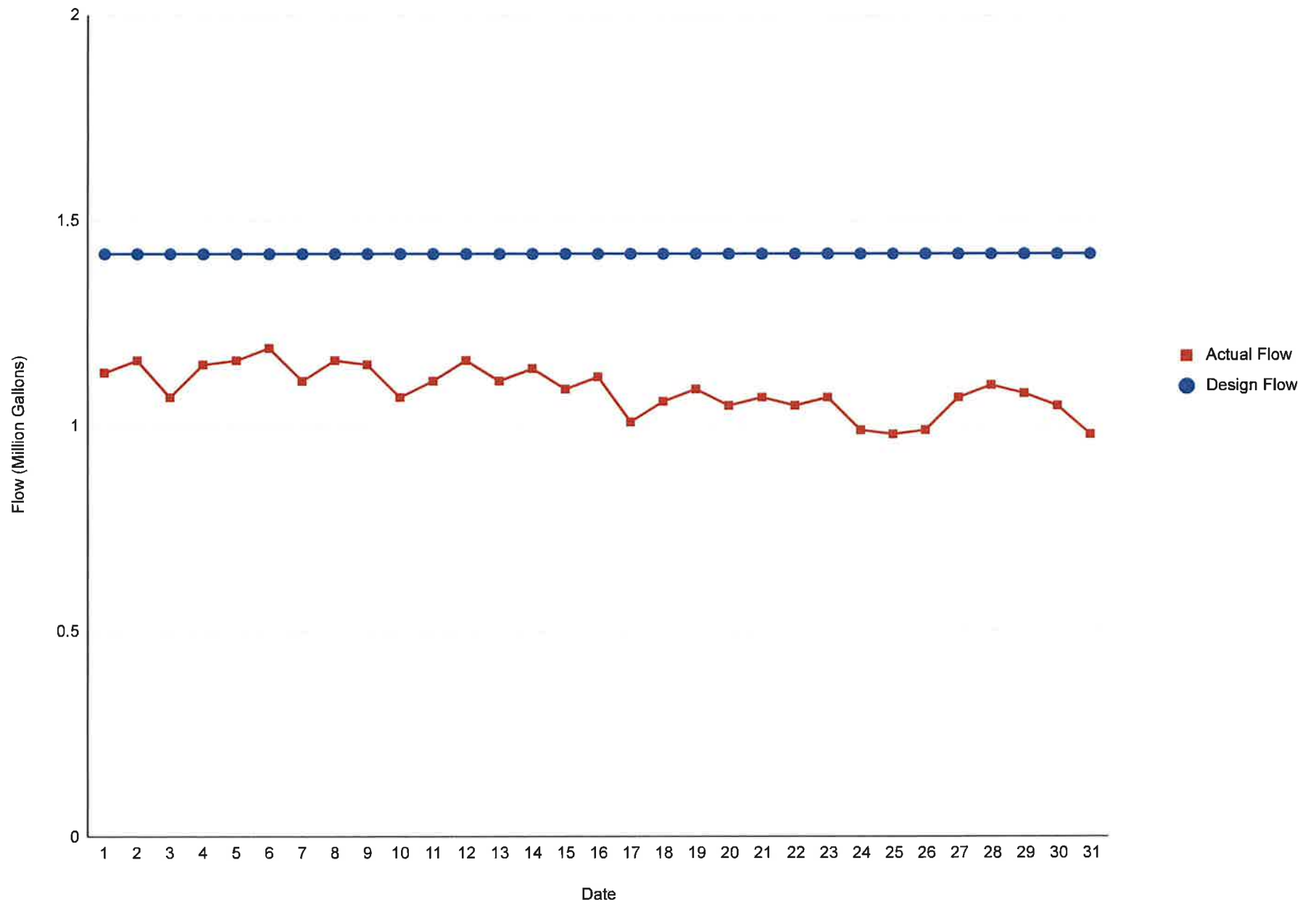
Appendix B

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EFFLUENT LIMIT vs ACTUAL



Flow Chart



APPOINTMENTS

	Expires
Construction Board of Appeals Vacancy (Greg Canfield – Resigned)	01/01/2023
Downtown Development Authority Vacancy (Martha Davis – Resigned)	01/01/2026
Lowell Area Housing Vacancy (Jim Hodges – Currently Serving)	08/01/2024
Planning Commission Vacancy (Nicole Holst – Currently Serving)	06/30/2024