



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

CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, JUNE 20, 2022
IMMEDIATELY FOLLOWING
THE ZONING BOARD OF APPEALS MEETING HELD AT 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. SWEARING IN OF FULL TIME POLICE OFFICER JESSALYN HEARD
3. CONSENT AGENDA
 - Approval of the Agenda.
 - Approve and place on file the minutes of the June 6, 2022 regular meeting and closed session meeting.
 - PROTEC Membership
 - Authorize payment of invoices in the amount of \$66,554.17.
4. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

IF YOU WISH TO ADDRESS AN AGENDA ITEM, PUBLIC COMMENT FOR EACH ITEM WILL OCCUR AFTER THE INITIAL INFORMATION IS SHARED ON THE MATTER AND INITIAL DELIBERATIONS BY THE PUBLIC BODY. PUBLIC COMMENT WILL OCCUR BEFORE A VOTE ON THE AGENDA ITEM OCCURS.
5. OLD BUSINESS
 - a. Line Shack RFP
 - b. Lease with Lowell Rotary
 - c. Budget Amendments
 - d. Additional Street Improvements
6. NEW BUSINESS
 - a. 605 Grindle
 - b. Industrial Development District – Attwood – Public Hearing
 - c. Industrial Facility Tax Credit – King Milling – Public Hearing

- d. 2531 W. Main - Rezoning Request
- e. Employee Agreement – Michael Burns

7. BOARD/COMMISSION REPORTS

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.



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

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, June 20, 2022

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. SWEARING IN OF FULL TIME POLICE OFFICER JESSALYN HEARD
3. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the minutes of the June 6, 2022 regular and closed session meetings.
- Authorize payment of invoices in the amount of \$66,554.17.

4. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

IF YOU WISH TO ADDRESS AN AGENDA ITEM, PUBLIC COMMENT FOR EACH ITEM WILL OCCUR AFTER THE INITIAL INFORMATION IS SHARED ON THE MATTER AND INITIAL DELIBERATIONS BY THE PUBLIC BODY. PUBLIC COMMENT WILL OCCUR BEFORE A VOTE ON THE AGENDA ITEM OCCURS.

5. OLD BUSINESS

- a. Line Shack RFP. Step-Sheet to Renewed Line Shack RFP is provided.
- b. Lease with Lowell Rotary. Memo is provided by City Manager Michael Burns.

Recommended Motion: That the Lowell City Council approve Resolution 17-22 to renew a lease agreement with the Lowell Rotary Club as presented.

- c. Budget Amendments. Memo is provided by City Manager Michael Burns.

Recommended Motion: That the Lowell City Council approve Resolution 18-22 as presented.

- d. Additional Street Improvements. Memo is provided by City Manager Michael Burns.

Recommended Motion: That the Lowell City Council add N. West St., Church St. and Elizabeth Dean Drive to the 2022 Street Improvement Plan at a cost not to exceed \$173,923.13.

6. NEW BUSINESS

- a. 605 Grindle. Memo is provided by City Manager Michael Burns.

Recommended Motion: That the Lowell City Council opt out from purchasing the property at 605 Grindle.

- b. Industrial Development District – Attwood – Public Hearing. Memo is provided by City Manager Michael Burns.

Recommended Motion: This is a policy decision of the City Council on whether or not to create an Industrial Development District, so I will not give a formal recommendation. However, I foresee no issues with the establishment of a district. If you wish to move forward and establish a district, Resolution 19-22 is attached.

- c. Industrial Facility Tax Credit – King Milling – Public Hearing. Memo is provided by City Manager Michael Burns.

Recommended Motion: Since this is a policy decision of the Council, I will not provide a recommendation on this. That said, I see no issue granting the maximum amount of time for an abatement under this policy. However, you may grant this how you see fit. If the City Council wishes to approve this, then Resolution 20-22 is being presented for your consideration.

- d. 2531 W. Main Street – Rezoning Request. Memo is provided by City Clerk Susan Ullery.

Recommended Motion: That the Lowell City Council accept the recommendation of the Planning Commission and approve this zoning map amendment, Ordinance 22-03.

- e. Employee Agreement – Michael Burns. There is no memo provided.

7. BOARD/COMMISSION REPORTS

8. MONTHLY REPORTS

9. MANAGER'S REPORT

10. APPOINTMENTS

11. COUNCIL COMMENTS

12. ADJOURNMENT

PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JUNE 06, 2022, 7:00 P.M.

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

The Meeting was called to order at 7:00 p.m. by Mayor DeVore and Clerk Susan Ullery called roll.

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

Absent: None.

Also Present: City Manager Michael Burns, Chief of Police Chris Hurst, Clerk Susan Ullery, DPW Director Dan Czarnecki, Lowell Light & Power Charlie West, and City Attorney Jessica Wood.

2. RECOGNITION OF JEFF PHILLIPS.

DPW Director Dan Czarnecki introduced and congratulated Jeff Phillips as the new Park & Streets Supervisor.

3. APPROVAL OF THE CONSENT AGENDA.

- Approval of the Agenda as written.
- Approve and place on file the minutes of the May 16, 2022 regular meeting and the minutes of the May 23, 2022 joint meeting between the Lowell City Council and the Board of Lowell Light and Power.
- Authorize payment of invoices in the amount of \$128,935.91.

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

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

NO: None.

ABSENT: None.

MOTION CARRIED.

4. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Nicole Lintemuth who resides at 10988 Sconcewood gave an update and a thank you to everyone regarding this year's Lowell Pride Event that took place over the weekend.

Craig Fonger who resides at 827 N Washington thanked and appreciated everyone who came to this year's Lowell Pride Event.

Perry Beachum who resides at 924 Riverside Drive wanted to mention that Main Street is looking great with the flower boxes on the bridges donated from the estate of Donna Jean Ford.

5. OLD BUSINESS

a. Street Asset Management Plan- Resolution 14-22

City Manager Michael Burns read his memo stating we have provided a few updates to the Street Asset Management Plan and will continue to change as we move forward. Projects could be moved up, be delayed or projects added based on revenue. City Administration believes the plan presented is possible. Attached is resolution 14-22. This will approve for the Act 51 Street Asset Management Plan to be filed with the Michigan Department of Transportation. This will also allow the City of Lowell to use more than 50% of their major street fund allocation to be used for local street improvements.

Dave Austin also suggested if approved to put on the website and on a map (that Austin can provide) and to review and update annually.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH that Lowell City Council approve Resolution 14-22 as presented.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

b. Special Event Insurance.

City Manager Michael Burns introduced Chris Arendshort with BHS Insurance to explain the special events insurance options. Chris answered insurance questions, discouraged a blanket policy but recommended each event obtain a certificate of liability naming City of Lowell as additionally insured. Specific amounts for different events and different size events. The City Attorney could come up with the specific criteria for what is considered for each event.

City Attorney Jessica Wood encouraged a really well written waiver to protect the City and thinks that is a good practical solution.

Mayor DeVore suggested to maybe consider underwriters' opinion on risk with events.

6. NEW BUSINESS

a. Washington/Front Street Moose Property.

City Manager Michael Burns read his memo stating he received a complaint regarding concern on the Moose Property on Front St at Washington Street regarding the potential for soil contaminants on the property. For many years, the City provided street sweepings and when it became too costly to replace the truck, the city chose to begin contracting street sweepings. It is unknown what if any contamination there may be. We asked BLDI into this matter and they believe at minimum a Phase 2 soil analysis for the area of the site these pilings are at, to determine if there is greater need to mitigate. Depending on the level of concentration on the site, there may be a way to mitigate onsite. However, we may need to haul off the pilings to a landfill. Total cost for the Phase 2 analysis is \$15,600 as they will complete 24 soil borings on the site. I would deem this as consulting engineer services as this is an exemption from

the purchase policy. If approved, results would be in three to five weeks.

Renee Pewitt from BLDI then answered questions.

IT WAS MOVED BY SALZWEDEL and seconded by GROVES that the Lowell City Council approve for BLDI to conduct a Phase 2 soil analysis at a cost not to exceed \$15,600.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

b. Motor Starter HSP #1 & #3 – Water Plant.

DPW Director Dan read his memo stating there are three High Service Pumps (HSP) at the water plant that pump water into the distribution system. In Spring 2021, we replaced the motor starter and switch gear on HSP #2 as it was having random problems starting and running. We also had some of the water plant wiring upgraded as necessary for this motor operations upgrade. Being original to the plant, the pumps are over 40 years old and we didn't want to have issues with the HSP's during the high demand summer season. Once HSP #2 was upgraded, we budgeted similar replacement work on the other two HSP's for the current fiscal year.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH that the Lowell City Council approve the quote from RS Technical Services, Inc., Lowell, MI, dated May 13, 2022, for the installation and all necessary wiring of the Variable Speed Drive on High Service Pumps #1 and #3, for a cost of \$33,373.78.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. Set Public Hearing for 1016 N. Monroe Industrial Development District - Resolution 15-22.

IT WAS MOVED BY DEVORE and seconded by CHAMBERS that the Lowell City Council approve Resolution 15-22 as presented changing the date to Monday, June 20, 2022 in City Council Chambers at 7:00 PM.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

d. Set Public Hearing for 139 S. Broadway Industrial Facility Tax Credit – Resolution 16-22.

IT WAS MOVED BY DEVORE and seconded by YANKOVICH that the Lowell City Council approve Resolution 16-22 as presented changing the date to Monday, June 20, 2022 in City Council Chambers at 7:00 PM.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

7. **BOARD/COMMISSION REPORTS.**

Councilmember Yankovich stated the HDC met, very short meeting. New owner of the Old Theatre showed up and asked several questions. Still waiting to hear whether the HDC grant was granted.

Councilmember Salzwedel stated his meeting is this week for Lowell Light & Power, they are meeting out at the Energy Center on Thursday, June 9, 2022.

8. **BUDGET REPORT.**

Nothing new to report.

9. **MANAGER'S REPORT.**

City Manager Michael Burns reported on the following:

- River Valley Cannabis has been working on their odor mitigation plan, they are doing weekly updates and he has walked through the facility and they have taken the complaint seriously and are doing what was asked.
- New Union Brewing Company had a site plan that was awarded last year and they just submitted a sketch to have the asphalt parking lot completed. Goal is in the next 60 days.
- Police Department- Vansolkema resigned, will need to hire outside the department. Part time staff is already down to about 5-part time officers. Having staffing issues just like everyone else but looking at options to address this issue. May consider eliminating part time and just having full time officers.
- Water Treatment Plant – for our summer help, we now have Carson VanVeelen who is interning with us from the U of M and working under Brian VanVeelen's license.

10. **APPOINTMENTS.**

There are no new appointments.

11. **COUNCIL COMMENTS.**

Councilmember Yankovich stated the crowd helped with picking up trash (thanks to Nicole) and a longtime friend came out to Lowell Pride and has been to many other Pride Events and he posted ours was the best he has ever been to.

Councilmember Salzwedel also attended Lowell Pride and it was great. Suggested toiletry items were needed in the new bathrooms as well as getting the door timers. Would be helpful to have a list of contacts for when bathroom items need to be replenished.

Councilmember Chambers stated he would like to thank the crew out at the cemetery and they made

sure everything was perfect for the memorial service. Great event and turnout.

Councilmember Groves thanked the rest of Council for coming to the Lowell Pride Event, she then read her letter of how her life changed on June 4, 2022 because of many moments during the Lowell Pride Event this year. It is exactly what she wanted to see happening in the City.

Mayor DeVore stated Lowell Pride Event was great and he wants to do more and is glad it is here.

12. **MOTION TO GO INTO CLOSED SESSION.**

IT WAS MOVED BY GROVES and seconded by CHAMBERS to go into closed session at 8:06 p.m. for the following:

- a. to consider material exempt from discussion or disclosure by state or federal statute. MCL 15.268(1)(h).
- b. for strategy and negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing. MCL 15.268(1)(a).
- c. to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing. MCL 15.268(1)(a).

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

NO: None.

ABSENT: None.

MOTION CARRIED.

13. **RETURN TO OPEN SESSION AT 9:17 P.M..**

IT WAS MOVED BY DEVORE and seconded by SALZWEDEL to terminate purchase agreement with BGR and re-list property through RFP.

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

No. None

ABSENT: None.

MOTION CARRIED.

IT WAS MOVED BY DEVORE and seconded by YANKOVICH to accept the tentative IBEW contract.

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

No. None

ABSENT: None.

MOTION CARRIED.

14. ADJOURNMENT.

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn at 9:18 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Sue Ullery, Lowell City Clerk

CITY OF LOWELL
KENT COUNTY, MICHIGAN

RESOLUTION NO. 14-22

RESOLUTION APPROVING THE CITY OF LOWELL
2022 STREET ASSET MANAGEMENT PLAN

Councilmember CHAMBERS, supported by Councilmember YANKOVICH moved the adoption of the following resolution:

WHEREAS the City of Lowell receives partial funding for its Major and Local public streets from the State of Michigan Public Act 51 and,

WHEREAS in accordance with MCL 247.663 (Public Act 338 of 2006), in order to transfer more than 50% of its annual Act 51 major street funding for the local street system local street improvements the city must adopt and follow an asset management process for its major and local street systems.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. *The City of Lowell hereby elects to approve and adopt the City of Lowell 2022 Street Asset Management Plan, a plan describing the City of Lowell road assets and conditions, as prepared by Williams & Works in collaboration with the City Manager and Public Works Director.*
2. *The City Manager and Public Works Director are authorized to make minor administrative modifications to the plan, if necessary, to ensure continued compliance.*

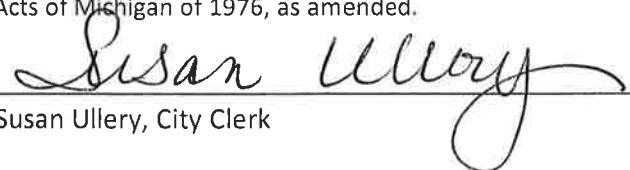
AYES: Mayor DeVore, Councilmembers Salzwedel, Yankovich, Chambers, Groves
NAYS: None
ABTAIN: None
ABSENT: None

RESOLUTION DECLARED ADOPTED

CERTIFICATE

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 June 6, 2022 pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: 6.6.2022


Susan Ullery, City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 15-22

**RESOLUTION SETTING PUBLIC HEARING FOR THE
ESTABLISHMENT OF AN INDUSTRIAL DEVELOPMENT DISTRICT
(PLANT REHABILITATION DISTRICT) FOR 1016 N. MONROE**

Mayor DEVORE, supported by Councilmember CHAMBERS, moved the adoption of the following resolution:

WHEREAS, Act 198 of the Public Acts of Michigan of 1974, as amended ("Act 198"), provides for the establishment of plant rehabilitation districts and industrial development districts in local governmental units and also provides, within such districts, an exemption from certain *ad valorem* property taxes as an incentive to industries to renovate and expand aging facilities and to build and acquire new facilities; and

WHEREAS, Attwood Corporation (the "Applicant") has filed a request with the City for the establishment of an industrial development district (plant rehabilitation district); and

WHEREAS, Act 198 requires that prior to the establishment of an industrial development district (plant rehabilitation district) the City Commission, after notice as provided in Act 198, hold a public hearing.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That a public hearing shall be held on Monday, June 20, 2022, at 7:00 p.m., local time, in the City Hall at 301 E. Main Street, Lowell, Michigan, to consider the establishment of an industrial development district (plant rehabilitation district) for the Applicant at which public hearing the Applicant and any other resident or taxpayer of the City will be given and afforded an opportunity to be heard.

2. That not less than seven days before the public hearing notice of the public hearing in the form attached hereto as Exhibit A shall be (a) mailed by certified mail to the owners of real property within the proposed industrial development district (plant rehabilitation district) and (b) published in the *Lowell Ledger*, a newspaper of general circulation in the City by the City Clerk.

3. That all resolutions or parts of resolutions in conflict herewith are rescinded.

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

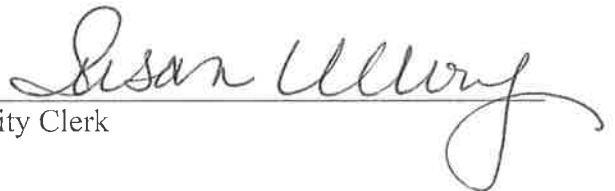
NAYS: Councilmember None

ABSTAIN: Councilmember None

ABSENT: Councilmember None

RESOLUTION DECLARED ADOPTED.

Dated: June 6, 2022


City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a meeting held on June 6, 2022, 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 6, 2022


City Clerk

EXHIBIT A
CITY OF LOWELL
KENT COUNTY, MICHIGAN

**NOTICE OF PUBLIC HEARING TO CONSIDER ESTABLISHMENT OF AN
INDUSTRIAL DEVELOPMENT DISTRICT (PLANT REHABILITATION
DISTRICT) PURSUANT TO ACT 198 OF THE PUBLIC ACTS OF
MICHIGAN OF 1974, AS AMENDED FOR 1016 N. MONROE**

PLEASE TAKE NOTICE that the City Council of the City of Lowell has been requested by Attwood Corporation to establish an industrial development district (plant rehabilitation district) pursuant to Act 198 of the Public Acts of Michigan of 1974, as amended, on a parcel of property described as follows:

PART GOVT LOT 7 COM 693 FT W OF SE COR THEREOF TH N 924 FT TH E 33 FT TH N TO S 1/8 LINE TH W TO CONT 630 FT ON LT BANK OF FLAT RIVER TH SLY ALONG SD CONT LINE TO S SEC LINE TH E TO BEG* SEC 35 T7N R9W 20.90 A.

and commonly known as 1016 N. Monroe St. SE, Lowell, Michigan.

TAKE FURTHER NOTICE that the City Council will meet at the City Hall at 301 E. Main Street in the City on Monday, June 20, 2022, at 7:00 p.m., local time, for the purpose of hearing the owners of real property to be included in the district and any other resident or taxpayer of the City regarding the establishment of the industrial development district (plant rehabilitation district).

City Clerk
City of Lowell

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 16-22

**RESOLUTION SETTING PUBLIC HEARING TO CONSIDER THE
APPLICATION OF KING MILLING FOR AN INDUSTRIAL FACILITIES
EXEMPTION CERTIFICATE**

Mayor DEVORE supported by Councilmember SALZWEDEL moved the adoption of the following resolution:

WHEREAS, Act 198 of the Public Acts of Michigan of 1974, as amended ("Act 198"), authorizes the City to approve applications for Industrial Facilities Exemption Certificates; and

WHEREAS, pursuant to Act 198 and after a duly noticed public hearing held on January 22, 2019, this City Council, by its resolution adopted January 22, 2019, established an Industrial Development District (Plant Rehabilitation District) as legally described in said resolution (the "District") for King Milling (the "Applicant"); and

WHEREAS, the Applicant has filed an application for an Industrial Facilities Exemption Certificate under the provisions of Act 198 for facilities to be located in the District (the "Application"); and

WHEREAS, Act 198 requires that prior to approving the Application the City Commission, after notice as provided in Act 198, hold a public hearing.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That a public hearing shall be held on Monday, June 20, 2022, at 7:00 p.m., local time, in the City Hall at 301 E. Main Street, Lowell, Michigan, to consider the Application, at which public hearing the Applicant, the City Assessor, a representative of each taxing unit which levies *ad valorem* property taxes in the City, and residents or taxpayers of the City will be given and afforded an opportunity to be heard.

2. That not less than seven days before the public hearing notice of the public hearing in the form attached hereto as Exhibit A shall be (a) mailed by certified mail to the Applicant, the City Assessor and a representative of each taxing unit which levies *ad valorem* property taxes in the City and (b) published in the *Lowell Ledger*, a newspaper of general circulation in the City by the City Clerk.

3. That all resolutions or parts of resolutions in conflict herewith are rescinded.

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

NAYS: Councilmember None

ABSTAIN: Councilmember None

ABSENT: Councilmember None

RESOLUTION DECLARED ADOPTED.

Dated: June 6, 2022


City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a meeting held on June 6, 2022, 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 6, 2022


City Clerk

EXHIBIT A
CITY OF LOWELL
KENT COUNTY, MICHIGAN

**NOTICE OF PUBLIC HEARING TO CONSIDER APPLICATION FOR AN
INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE OF 139 S.
BROADWAY ST.**

PLEASE TAKE NOTICE that the City Council of the City of Lowell has been requested to hold a public hearing to consider the application for an Industrial Facilities Exemption Certificate by King Milling (the "Applicant"), pursuant to Act 198 of the Public Acts of Michigan of 1974, as amended.

The facilities will be located at 139 S. Broadway SE, Lowell, Michigan. The application of King Milling, is on file and available for review in the office of the City Clerk of the City of Lowell.

TAKE FURTHER NOTICE that the public hearing shall be held on Monday, June 20, 2022 at 7:00 p.m., local time, at the City Hall at 301 E. Main Street in the City, at which time the City Council shall afford the Applicant, the City Assessor, a representative of each taxing unit which levies *ad valorem* property taxes in the City, and residents and taxpayers of the City an opportunity to be heard regarding the application for an Industrial Facilities Exemption Certificate for the Applicant.

City Clerk
City of Lowell



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 16, 2022

TO: Mayor DeVore and the Lowell City Council

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

RE: PROTEC Membership

Attached is a letter from PROTEC-The Michigan Coalition to Protect Public Rights-of-Way. PROTEC has been an organization for 26 years. Their purpose is to take the lead to coordinate actions to protect local government interests and to inform municipal officials of significant developments in the area of public right of way management. In the past they have been actively involved in issues regarding the placement of cable boxes, and other utility objects in the right-of-way. They have also been involved in protecting PEG Channels and the fees associated with them. This group is currently involved in the fight regarding Small Cell/DAS legislation that I mentioned previously.

he cost of membership to the City of Lowell is \$517.75.

I am recommending that the Lowell City Council approve the City's membership in PROTEC.

PROTEC

The Michigan Coalition to Protect Public Rights-of-Way

www.protec-mi.org

May 17, 2022

Mr. Michael T. Burns
City Manager, Lowell
301 E. Main St.
Lowell, MI 49331-1798

Dear Municipal Manager, Finance Director and Attorney:

**Please forgive our revelry. In case you missed it last year -
PROTEC CELEBRATED OUR 25th ANNIVERSARY**



THANKS TO YOU!

AND WE ARE STILL CELEBRATING!!

For 26 years, PROTEC has diligently worked on behalf of local community governments across Michigan to address a variety of rights-of-way issues facing our state, as detailed in PROTEC's 2020/2021 **Annual Report**, available online at www.protec-mi.org.

2022 UPDATE

Our emphasis for a decade and renewed with the 2020 pandemic, remains focused on Broadband Development across Michigan utilizing local, federal and state dollars. We are fighting hard to make sure that local communities like yours have an absolute right to access all the same federal and state dollars for Broadband as the monopoly telecommunications industry. Legislation is being proposed and passed that seeks to stop locals from self-determination on the subject of Broadband. Help us fight back by maintaining your membership and support.

PROTEC and its General Counsel are also actively engaged in helping build and develop municipal led Broadband networks across Michigan. If you

need help building your own, ask for our help. We are local government and serve only local community government. So we have no ties to industry, unlike many consultants claiming to offer similar services.

PROTEC AND THE PANDEMIC

Just when we thought previous years, including unprecedented FCC activity in 2018 and 2019, could not be outdone in terms of challenges to local governance of our own public Rights-of-Way and other public places, 2020 exploded onto the scene with the **Pandemic**. In response, PROTEC has dug in and intensified its efforts and assisted in the many issues arising as a result. Our efforts have included:

- **PROTEC TRACKS COVID ERA FEDERAL RESCUE AID:** PROTEC has been tracking, analyzing and summarizing the various federal aid packages passed and being considered by Congress earmarked for Local Communities and BB in particular. We offer group or individualized special assistance to seek and obtain these funds which require navigating the FCC, NTIA and Treasury Regulations still being finalized. (Individualized assistance may require special retention) See our working summary of these Congressional funds on our website here: <https://www.protec-mi.org/resources.php>
- **PROTEC challenged the Wireless Industry's demands for "priority" during the Pandemic and the Wireless Industry retreated.** PROTEC led several Michigan communities as well as MML and MTA and then was followed by other cities from around the Country, in comments filed at the FCC objecting to the wireless industry request that "notwithstanding" the current **PANDEMIC**, communities must "**prioritize**" cellular applications.

A copy of our Comments letter can be found on the PROTEC Website and FCC website here:

<https://www.fcc.gov/ecfs/filing/10417481429278>

- **Industry back pedals:** In response to our filing, former FCC commissioner and current President of the Wireless Association (WIA), Jonathan Adelstein told the press "*I think we need to cut them [local communities] a lot of slack right now at a time when they are dealing with a*

- **PROTEC Presents to the Governor's Broadband (BB) Taskforce.** COVID has made it clear that the state of our BB is poor at best. PROTEC has been a big supporter of Municipal BB by assisting virtually every Michigan community that has or is currently building, or considering building their own networks over the last ten years. We are pleased to have been provided the opportunity to address the taskforce on the needs of municipalities to accomplish these projects.
- **PROTEC is researching a possible lawsuit against NETFLIX and other "over the top video providers, for avoiding Video Service (Cable) Franchise and PEG Fees.** Let us know if your community is interested in joining this effort. Legal fees are contingent. No hourly fee.
- **PROTEC** assists federal municipal lobbyists in drafting **Congressional Bills** seeking to undo FCC Orders slashing **Cable Franchise revenues.**
- **PROTEC** is **addressing aging and hazardous gas and liquid pipelines** by filing and monitoring comments at the US Department of Transportation Pipeline and Hazardous Materials Safety Administration (PHMSA). PROTEC is also monitoring the State of Michigan's review of the Enbridge proposal to build a tunnel for its pipelines under the Straits of Mackinac just west of the Mackinac Bridge.

AND THE REST OF WHAT WE DO

- **PROTEC** meets **monthly** and provides timely updates and lends assistance to communities facing immediate rights-of-way issues.
- **PROTEC** is active daily in monitoring, coalition building and promoting positive Rights-of-Way outcomes in the Courts, the FCC and Congress as well as the Michigan Legislature.
- **PROTEC** increased its social media presence on sites such as Facebook, Twitter, LinkedIn to keep members updated on rapidly changing telecommunication matters

These are just a sampling of issues and efforts that PROTEC has taken on. Our mission throughout Michigan is to coordinate actions that protect

myriad of issues that are unprecedented and of higher urgency”.

- Telecommunications Reports April 27, 2020

- **PROTEC** also assisted on various Rights-of-Way issues that arose under multiple PANDEMIC orders including virtual meeting compliance with **OMA**, **Miss Dig** related obligations, **Cyber Security** pandemic issues, and clarifying **Homeland Security Guidance** statements on critical operations subject to state and local administration and enforcement.

PROTEC AND THOSE “not very” SMALL CELLS

- **PROTEC fought the Michigan small cell bills singlehandedly. Everyone knows that. Now, PROTEC is also the principal source of informed assistance** to members and supporters across Michigan on Small Cell issues. (We refer to them as ROW Cell Towers)
 - **PROTEC** drafted and updates **small cell ordinance, application, permit and policies** following passage of PA 395. See copies on our website. <https://www.protec-mi.org/resources.php>
- **PROTEC APPEALS FCC:** PROTEC and several Michigan communities, as well as MML and MTA, joined hundreds of other local governments and associations from around the country and **appealed** several FCC Orders affecting public rights-of-way including Small Cells expansion, Macro Cell Tower Expansion, Over the Air Reception Device (OTARD) expansion and Cable Franchise Fee reductions.
- **PROTEC WINS!! - in partnership with our allies on Aesthetics concerns regarding Small Cells at the US 9th Cir Ct of Appeals!!**
- **PROTEC is closely watching Appeals of State Small Cell laws in Ohio, Texas and Florida** as we continue to await the opportunity to lead a challenge of the Michigan Small Cell laws. **Our WIN at the US 9th Cir does not directly affect our State statute.** We must address that in our courts or legislature, in order to take full advantage of the 9th Cir win.

06/17/2022 02:26 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICEREPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 1/4

Vendor Code	Vendor Name	Invoice	Description	Amount
10816	AMAZON CAPITAL SERVICES			
	1JFK-QVLJ-YTJV		DPW USB CABLE	16.86
	1Q9J-CR7R-9K41		WATER DEPT GAS ALERT MONITOR	620.00
TOTAL FOR: AMAZON CAPITAL SERVICES				636.86
10731	APPLIED IMAGING			
	1982702		CITY HALL COPY MACHINE	508.40
TOTAL FOR: APPLIED IMAGING				508.40
CREEKSIDE	ASHLEY JAJJU			
	6/15/2022		CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: ASHLEY JAJJU				50.00
10818	AT&T MOBILITY			
	6/6/2022		FIRST NET PHONE BILL	946.71
TOTAL FOR: AT&T MOBILITY				946.71
10121	BEHRENS LIMITED, LCC			
	2054		DPW HAND SOAP	92.00
TOTAL FOR: BEHRENS LIMITED, LCC				92.00
00050	BERNARDS ACE HARDWARE			
	5/31/2022		ACCOUNT STATEMENT	555.03
TOTAL FOR: BERNARDS ACE HARDWARE				555.03
10686	BETTEN BAKER			
	147590		#W-21 TRUCK R & M	203.02
TOTAL FOR: BETTEN BAKER				203.02
00084	CANFIELD PLUMBING & HEATING IN			
	39542051		CITY PARKS	195.00
TOTAL FOR: CANFIELD PLUMBING & HEATING IN				195.00
10581	CINTAS CORPORATION			
	9177108726		LPD FIRST AID SUPPLIES	297.88
	9177110220		WATERBREAK COUNTEROP COOLER AGMT	45.54
TOTAL FOR: CINTAS CORPORATION				343.42
10509	CONSUMERS ENERGY			
	4/7 - 5/+		ACCOUNT STATEMENTS	3,939.28
	5/10 - 6/7		ACCOUNT STATMENTS	6,648.11
TOTAL FOR: CONSUMERS ENERGY				10,587.39
REFUND UB	DOLLAR TREE			
	06/15/2022		UB refund for account: 3-04690-1	261.16
TOTAL FOR: DOLLAR TREE				261.16
02538	EARTHWORM DOZING & EXCAVATING INC.			
	4571		PATCHING FOR KING MILLING & STREETS	6,750.00
	4572		835 W MAIN - SERVICE REPLACEMENT	6,350.00
TOTAL FOR: EARTHWORM DOZING & EXCAVATING INC.				13,100.00
10713	EPS SECURITY			
	A1299840		VIDEO SERVICE 7/1 - 9/30/22 WTP	225.00
TOTAL FOR: EPS SECURITY				225.00
10670	FAHEY SCHULTZ BURZYCH RHODES PLC			
	3614		EMPLOYEE RELATIONS	425.00
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC				425.00

06/17/2022 02:26 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 2/4

Vendor Code	Vendor Name	Description	Amount
Invoice			
10536	FANDANGLED CUSTOM APPAREL & GIFTS		
2723	TRAVEL MUGS		122.00
TOTAL FOR: FANDANGLED CUSTOM APPAREL & GIFTS			122.00
01999	GODWIN'S ADA VILLAGE HARDWARE		
11617	#153 & #154 TRIMMERS		941.96
TOTAL FOR: GODWIN'S ADA VILLAGE HARDWARE			941.96
00234	HACH COMPANY		
13704112	WTP SUPPLIES		1,048.95
TOTAL FOR: HACH COMPANY			1,048.95
00248	HOOPER PRINTING, LLC		
64657	LPD PHOTO MEMORY CARD ENVELOPES		137.57
TOTAL FOR: HOOPER PRINTING, LLC			137.57
00262	IDEXX DISTRIBUTION CORP.		
3107113903	WTP SUPPLIES		1,339.26
3107113904	WTP COLIFORM & E COLI		539.06
TOTAL FOR: IDEXX DISTRIBUTION CORP.			1,878.32
00300	KENT COUNTY TREASURER		
6/9/2022	TRAILER FEES MAY 2022		300.00
TOTAL FOR: KENT COUNTY TREASURER			300.00
10968	KERR PUMP AND SUPPLY INC		
INV213811	WWTP SHAFT DRIVE		1,899.19
TOTAL FOR: KERR PUMP AND SUPPLY INC			1,899.19
10627	KIESLER'S POLICE SUPPLY, INC		
L73867	POLICE EQUIPMENT		1,522.00
TOTAL FOR: KIESLER'S POLICE SUPPLY, INC			1,522.00
10018	KORE/HI COM, INC.		
38048	MULTI FACTOR AUTHENTICATION 1 YR		15.00
TOTAL FOR: KORE/HI COM, INC.			15.00
00330	LOWELL LEDGER		
5/31/2022	ACCOUNT STATEMENT		456.82
TOTAL FOR: LOWELL LEDGER			456.82
00341	LOWELL LIGHT & POWER		
3607	DATA CENTER MOVE 50%		11,170.28
TOTAL FOR: LOWELL LIGHT & POWER			11,170.28
10552	MI-AWWA PAYMENT PROCESSING		
200017689	REGIONAL MEETING - BRECKEN		130.00
20017688	REGIONAL MEETING - VANVEELEN		130.00
TOTAL FOR: MI-AWWA PAYMENT PROCESSING			260.00
01499	NAPA AUTO PARTS		
5/31/2022	ACCOUNT STATEMENT		107.71
TOTAL FOR: NAPA AUTO PARTS			107.71
10892	NO TIME FLAT		
4404017	SERVICE CALL - #31 LOADER		291.62
TOTAL FOR: NO TIME FLAT			291.62

06/17/2022 02:26 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICEREPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 3/4

Vendor Code	Vendor Name	Description	Amount
	Invoice		
00468	NYE UNIFORM COMPANY CO		
	813158	REFINISH BADGE	10.00
TOTAL FOR: NYE UNIFORM COMPANY CO			10.00
10103	PITNEY BOWES GLOBAL FIN. SRVS LLC		
	3315739912	POSTAGE METER MAR-JUNE	170.73
TOTAL FOR: PITNEY BOWES GLOBAL FIN. SRVS LLC			170.73
01270	PLUMMERS ENVIRONMENTAL SERVICE INC.		
	22151901	AREA 1 SANITARY CLEANING	7,644.40
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE INC.			7,644.40
10762	PROFESSIONAL CODE INSPECTIONS OF MI		
	22005	MAY PERMITS	1,266.30
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS OF MI			1,266.30
02331	PROGRESSIVE HEATING COOLING, CORP.		
	2020642	LIBRARY SERVICE CALL	154.00
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.			154.00
01159	PURCHASE POWER		
	MAY 2022	METER REFILL	989.03
TOTAL FOR: PURCHASE POWER			989.03
10953	RASHID, DEBRA		
	6/14/2022	APRIL ASSESSING EXPENSES	67.86
TOTAL FOR: RASHID, DEBRA			67.86
02484	RHD TIRE INC		
	0455659	TIRES - 4 AGILIS LTX & 8 MICHELIN	3,205.52
TOTAL FOR: RHD TIRE INC			3,205.52
10378	RUESINK, KATHIE		
	047758/047759	CLEANING 6/3 - 6/16/2022	720.00
TOTAL FOR: RUESINK, KATHIE			720.00
10856	SABO PR		
	5034	APRIL - MAY PROJECTS	150.35
TOTAL FOR: SABO PR			150.35
CREEKSIDE	SAMANTHA HENDRICKS		
	6/3/2022	CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: SAMANTHA HENDRICKS			50.00
10616	SITEONE LANDSCAPE SUPPLY LLC		
	119950801-001	DDA SUPPLIES	253.91
	120197907-001	LAWN SPRINKLING SUPPLIES	18.40
TOTAL FOR: SITEONE LANDSCAPE SUPPLY LLC			272.31
10849	SMART BUSINESS SOURCE		
	OE-51516-1	RESTROOM SUPPLIES	151.44
	OE-51590-1	BATH TISSUE	146.92
	OE-51714-1	OFFICE SUPPLIES	145.49
TOTAL FOR: SMART BUSINESS SOURCE			443.85
10341	STATE OF MICHIGAN		
	551-604416	LIVE SCAN MAY 2022	259.50
TOTAL FOR: STATE OF MICHIGAN			259.50

06/17/2022 02:26 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 4/4

Vendor Code	Vendor Name	Description	Amount
	Invoice		
10543	TRACTOR SUPPLY MAY 2022	CREDIT PLAN ACCOUNT STATEMENT	390.06
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN			390.06
10069	TRUGREEN 1571111550	LIBRARY LAWN SERVICE	110.25
TOTAL FOR: TRUGREEN			110.25
10860	ULINE 149238118	DPW & STREET SUPPLIES	372.25
TOTAL FOR: ULINE			372.25
02472	VANVEELEN, BRIAN 6/9/2022	LEAD & COPPER TESTING MILEAGE	20.48
TOTAL FOR: VANVEELEN, BRIAN			20.48
10967	VANVEELEN, CARSON 6/2/2022	LEAD & COPPER TESTING MILEAGE	20.48
TOTAL FOR: VANVEELEN, CARSON			20.48
02203	VISA 5/31/2022	MERCANTILE VISA	1,817.43
TOTAL FOR: VISA			1,817.43
02579	WMCJTC 4825	SPRING 2022 MCOLES	138.96
TOTAL FOR: WMCJTC			138.96
TOTAL - ALL VENDORS			66,554.17

06/17/2022 02:27 PM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES MAY 2022	60.00	77236
101-000-225.000	DUE TO SET -TRAILER FEES	KENT COUNTY TREASURER	TRAILER FEES MAY 2022	240.00	77236
101-000-285.004	CREEKSIDE DEPOSIT	ASHLEY JAJJU	CREEKSIDE PARK DEPOSIT	50.00	77218
101-000-285.004	CREEKSIDE DEPOSIT	SAMANTHA HENDRICKS	CREEKSIDE PARK DEPOSIT	50.00	77256
Total For Dept 000				400.00	
Dept 101 COUNCIL					
101-101-955.000	MISCELLANEOUS EXPENSE	AT&T MOBILITY	FIRST NET PHONE BILL	36.24	77219
101-101-955.000	MISCELLANEOUS EXPENSE	FANDANGLED CUSTOM APPAREL	TRAVEL MUGS	122.00	77231
Total For Dept 101 COUNCI				158.24	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	SABO PR	APRIL - MAY PROJECTS	150.35	77255
101-172-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	45.10	77219
101-172-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA	21.99	77265
Total For Dept 172 MANAGE				217.44	
Dept 209 ASSESSOR					
101-209-860.000	TRAVEL EXPENSES	RASHID, DEBRA	APRIL ASSESSING EXPENSES	67.86	77252
Total For Dept 209 ASSESS				67.86	
Dept 210 ATTORNEY					
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	EMPLOYEE RELATIONS	425.00	77230
Total For Dept 210 ATTORN				425.00	
Dept 215 CLERK					
101-215-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	45.10	77219
101-215-864.000	CONFERENCES & CONVENTIONS	VISA	MERCANTILE VISA	850.00	77265
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	381.92	77240
Total For Dept 215 CLERK				1,277.02	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	145.49	77258
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE METER MAR-JUNE	170.73	77247
101-265-730.000	POSTAGE	PURCHASE POWER	METER REFILL	989.03	77251
101-265-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	BATH TISSUE	73.46	77258
101-265-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	RESTROOM SUPPLIES	75.72	77258
101-265-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA	36.55	77265
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING 6/3 - 6/16/2022	360.00	77254
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	245.31	77225
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENTS	2,077.17	77225
Total For Dept 265 CITY H				4,173.46	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCAN MAY 2022	259.50	77259
101-301-740.000	OPERATING SUPPLIES	CINTAS CORPORATION	LPD FIRST AID SUPPLIES	297.88	77224
101-301-740.000	OPERATING SUPPLIES	CINTAS CORPORATION	WATERBREAK COUNTEROP COOL	45.54	77224
101-301-740.000	OPERATING SUPPLIES	HOOPER PRINTING, LLC	LPD PHOTO MEMORY CARD ENV	137.57	77234
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY CO	REFINISH BADGE	10.00	77246
101-301-744.000	UNIFORMS	VISA	MERCANTILE VISA	10.03	77265
101-301-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	492.55	77219
101-301-864.000	CONFERENCES & CONVENTIONS	VISA	MERCANTILE VISA	610.00	77265
101-301-958.000	MI CRIMINAL JUSTIS TRAIN.	WMCJTC	SPRING 2022 MCOLES	138.96	77266
101-301-960.000	SALVAGE EXPENSES	VISA	MERCANTILE VISA	50.86	77265
101-301-984.000	EQUIPMENT	KIESLER'S POLICE SUPPLY,	POLICE EQUIPMENT	1,522.00	77238
Total For Dept 301 POLICE				3,574.89	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	LOWELL LEDGER	ACCOUNT STATEMENT	74.90	77240
Total For Dept 400 PLANNI				74.90	
Dept 441 DEPARTMENT OF PUBLIC WORKS					

06/17/2022 02:27 PM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	SITEONE LANDSCAPE SUPPLY	LAWN SPRINKLING SUPPLIES	9.11	77257
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	41.93	77221
101-441-850.000	COMMUNICATIONS	AMAZON CAPITAL SERVICES	DPW USB CABLE	16.86	77216
101-441-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	88.38	77219
101-441-920.000	PUBLIC UTILITIES	BEHRENS LIMITED, LCC	DPW HAND SOAP	92.00	77220
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	530.04	77225
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	361.43	77225
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENTS	652.58	77225
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENTS	434.86	77225
Total For Dept 441 DEPART				2,227.19	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	80.60	77225
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENTS	100.91	77225
Total For Dept 747 CHAMBE				181.51	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	CANFIELD PLUMBING & HEATI	CITY PARKS	195.00	77223
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	352.94	77221
101-751-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	38.24	77219
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	14.66	77221
Total For Dept 751 PARKS				600.84	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	BATH TISSUE	73.46	77258
101-790-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	RESTROOM SUPPLIES	75.72	77258
101-790-802.000	CONTRACTUAL	TRUGREEN	LIBRARY LAWN SERVICE	110.25	77261
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING 6/3 - 6/16/2022	360.00	77254
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	1,332.73	77225
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENTS	1,644.36	77225
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY SERVICE CALL	154.00	77250
Total For Dept 790 LIBRAR				3,750.52	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	CONSUMERS ENERGY	ACCOUNT STATMENTS	558.00	77225
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	501.84	77225
Total For Dept 804 MUSEUM				1,059.84	
Total For Fund 101 GENERA				18,188.71	
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	ULINE	DPW & STREET SUPPLIES	193.66	77262
Total For Dept 474 TRAFFI				193.66	
Total For Fund 202 MAJOR				193.66	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-801.000	PROFESSIONAL SERVICES	SITEONE LANDSCAPE SUPPLY	DDA SUPPLIES	253.91	77257
Total For Dept 450 CAPITA				253.91	
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	SITEONE LANDSCAPE SUPPLY	LAWN SPRINKLING SUPPLIES	9.29	77257
248-463-740.000	OPERATING SUPPLIES	ULINE	DPW & STREET SUPPLIES	178.59	77262
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	33.98	77221
248-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	43.12	77260
248-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	47.11	77221
Total For Dept 463 MAINTEN				312.09	
Total For Fund 248 DOWNTO				566.00	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					

06/17/2022 02:27 PM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 3/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT MAY PERMITS		1,266.30	77249
		Total For Dept 371 BUILDI		1,266.30	
		Total For Fund 249 BUILDI		1,266.30	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	149.97	77260
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	21.56	77225
		Total For Dept 000		171.53	
		Total For Fund 581 AIRPOR		171.53	
Fund 590 WASTEWATER FUND					
Dept 550 TREATMENT					
590-550-930.000	REPAIR & MAINTENANCE	KERR PUMP AND SUPPLY INC	WWTP SHAFT DRIVE	1,899.19	77237
		Total For Dept 550 TREATM		1,899.19	
Dept 551 COLLECTION					
590-551-802.000	CONTRACTUAL	PLUMMERS ENVIRONMENTAL SE	AREA 1 SANITARY CLEANING	7,644.40	77248
590-551-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	81.43	77219
590-551-864.000	CONFERENCES & CONVENTIONS	MI-AWWA PAYMENT PROCESSIN	REGIONAL MEETING - BRECKE	65.00	77242
590-551-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WATER DEPT GAS ALERT MONI	310.00	77216
590-551-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	PATCHING FOR KING MILLING	650.00	77228
		Total For Dept 551 COLLEC		8,750.83	
		Total For Fund 590 WASTEW		10,650.02	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water	DOLLAR TREE	UB refund for account: 3-	261.16	77227
		Total For Dept 000		261.16	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP SUPPLIES	1,048.95	77233
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP SUPPLIES	1,339.26	77235
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP COLIFORM & E COLI	539.06	77235
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	34.56	77221
591-570-802.000	CONTRACTUAL	EPS SECURITY	VIDEO SERVICE 7/1 - 9/30/	225.00	77229
591-570-860.000	TRAVEL EXPENSES	VANVEELEN, BRIAN	LEAD & COPPER TESTING MIL	20.48	77263
591-570-860.000	TRAVEL EXPENSES	VANVEELEN, CARSON	LEAD & COPPER TESTING MIL	20.48	77264
591-570-864.000	CONFERENCES & CONVENTIONS	MI-AWWA PAYMENT PROCESSIN	REGIONAL MEETING - VANVEE	130.00	77243
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	548.04	77225
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENTS	796.64	77225
591-570-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA	238.00	77265
		Total For Dept 570 TREATM		4,940.47	
Dept 571 DISTRIBUTION					
591-571-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	81.43	77219
591-571-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	38.24	77219
591-571-864.000	CONFERENCES & CONVENTIONS	MI-AWWA PAYMENT PROCESSIN	REGIONAL MEETING - BRECKE	65.00	77242
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	164.62	77225
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	153.11	77225
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENTS	189.36	77225
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENTS	194.23	77225
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WATER DEPT GAS ALERT MONI	310.00	77216
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	29.85	77221
591-571-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	835 W MAIN - SERVICE REPL	6,350.00	77228
591-571-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	PATCHING FOR KING MILLING	6,100.00	77228
591-571-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	179.98	77260
		Total For Dept 571 DISTRI		13,855.82	

06/17/2022 02:27 PM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 4/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
		Total For Fund 591 WATER		19,057.45	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	KORE/HI COM, INC.	MULTI FACTOR AUTHENTICATI	15.00	77239
636-000-802.000	CONTRACTUAL	APPLIED IMAGING	CITY HALL COPY MACHINE	508.40	77217
636-000-986.000	COMPUTER DATA PROCESSING	LOWELL LIGHT & POWER	DATA CENTER MOVE 50%	11,170.28	77241
		Total For Dept 000		11,693.68	
		Total For Fund 636 DATA P		11,693.68	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	ACCOUNT STATEMENT	107.71	77244
661-895-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	16.99	77260
661-895-930.000	REPAIR & MAINTENANCE	NO TIME FLAT	SERVICE CALL - #31 LOADER	291.62	77245
661-895-930.000	REPAIR & MAINTENANCE	RHD TIRE INC	TIRES - 4 AGILIS LTX & 8	3,205.52	77253
661-895-930.000	REPAIR & MAINTENANCE	BETTEN BAKER	#W-21 TRUCK R & M	203.02	77222
661-895-930.000	REPAIR & MAINTENANCE	GODWIN'S ADA VILLAGE HARD	#153 & #154 TRIMMERS	941.96	77232
		Total For Dept 895 FLEET		4,766.82	
		Total For Fund 661 EQUIPM		4,766.82	

06/17/2022 02:27 PM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/04/2022 - 06/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 5/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	18,188.71	
			Fund 202 MAJOR STREET FUN	193.66	
			Fund 248 DOWNTOWN DEVELOP	566.00	
			Fund 249 BUILDING INSPECT	1,266.30	
			Fund 581 AIRPORT FUND	171.53	
			Fund 590 WASTEWATER FUND	10,650.02	
			Fund 591 WATER FUND	19,057.45	
			Fund 636 DATA PROCESSING	11,693.68	
			Fund 661 EQUIPMENT FUND	4,766.82	
				<hr/>	
				66,554.17	

Step-Sheet to Renewed Line Shack RFP

1. Council authorizes publication of at least two advertisements for bids (i.e., the RFP or announcing the RFP). (Charter Section 13.3(b)(1)). Publish and otherwise circulate the RFP widely to generate increased interest and response.
2. Consistent with the RFP phases and timing requirements, Council (or appointed committee) has opportunity to interview developers and hear any presentations. Council (or appointed committee) selects most desirable proposal submission.
3. Following negotiations with selected Developer, a proposed purchase and development agreement and resolution authorizing the sale are finalized. Council approves as to intent to authorize the sale on agreed-upon terms.
4. Clerk makes resolution authorizing the sale available for public inspection for at least twenty days in advance of final adoption or passage by Council. (Charter Section 13.3(b)(3)).
5. Sale is approved by affirmative vote of at least four members of Council. (Charter Section 13.3(b)(2)).

Proposed Schedule (Using Scheduled Meetings)

June 20, 2022 - Council approves Revised RFP, authorizes publication of advertisement for bids consistent with the Revised RFP, and sets response date. Clerk publishes and circulates RFP widely.

July 11, 2022 – City Clerk will open the proposals at 11 AM.

July 25, 2022 (Special Meeting) - Council (or appointed committee) has opportunity to hear public presentations, if any, at this special meeting.

Council selects developer proposal and negotiations begin for purchase and development agreement. Council votes as to its intent to authorize the sale for the dollar amount of the selected proposal along to-be-negotiated terms of a purchase and development agreement.

August 15, 2022 – Following 20 days of availability of public inspection, Council votes to authorize sale of property. Council approves the entering into of the purchase and development agreement.

CITY OF LOWELL

REQUEST FOR PROPOSALS FOR THE PURCHASE AND DEVELOPMENT OF CITY OF LOWELL OWNED PROPERTY

The City of Lowell is seeking proposals for the purchase and development of a City-owned parcel of property consisting of approximately 0.10 acres with an approximately 1,800 square foot building (commonly called the Line Shack Building) located at 115 Riverside Drive in the City, finding it not necessary for the operation of the utility. This RFP is not an offer to enter into a contract. This RFP may not contain all matters upon which agreement must be reached.

Any proposal for the purchase of the property must include a plan for development of the property. A restaurant, retail complex, or residential development has been identified as the desired use of the property; however, the City is willing to consider other uses. The property was recently rezoned from Public Facility to C-2 Central Business District.

A responsive proposal shall include the offered purchase price (the City is required to sell the property at its fair market value), identification of development partners and development team, identification of similar projects developer has developed, the proposed use or uses and related approximate square footages, a drawing or sketch of the proposed development, estimated total investment and job creation, any economic development incentives being requested and an estimated timeline for completion of the development. **Based on a fair market value appraisal, the City of Lowell has set a minimum offer amount of one hundred thousand dollars (\$100,000).**

If selected, prior to the purchase of the property, the developer, will be required to enter into a purchase and development agreement with the City to include but not be limited to, provisions related to submission of plans and specifications for review and acceptance by City, the details of any economic development incentives requested, development milestones, and performance requirements including financing. The transfer of property shall be by way of quitclaim deed, as-is, and subject to all easement or other encumbrances.

It will be the responsibility of the proposer to become familiar with the property including zoning requirements and to review environmental studies related to the property which are available for review at City Hall.

Sealed proposals marked "FORMER LINE SHACK REDEVELOPMENT RFP – CITY OF LOWELL" must be received by the City Clerk on or before 11:00 a.m., local time, on Monday July 11, 2022, at the City of Lowell, 301 E. Main, Lowell, MI 49331 in the City.

The City reserves the right to accept or reject any proposal at its sole discretion, waive any irregularities, and may negotiate the terms of purchase with one or more proposers. The selected proposal must be considered by the City Council.

Any bidder submitting a proposal hereto certifies that it is not an Iran linked business as that term is defined by the Iran Economic Sanctions Act, Act 517 of 2012 and that it and its subcontractors shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status or because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

Any questions regarding this request should be addressed to Michael Burns, City Manager at 616-897-8457.

Michael Burns
City Manager



LOWELL CITY COUNCIL MEMORANDUM

DATE: June 7, 2022

TO: Mayor Devore and the Lowell City Council

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

RE: Lease with Lowell Rotary

The City's lease with the Lowell Rotary Club will expire on June 30, 2022. The Lowell Rotary Club has informed me they would like to continue their lease for another three year term. Attached is a lease agreement and resolution regarding the terms of this.

Rotary will continue to pay a weekly rental of \$75 payable quarterly in advance at the beginning of each calendar quarter based on the number of weeks during the quarter the Council Chambers is used for their meetings. The proposed lease would begin on July 1, 2022 and expire on June 30, 2025.

I am recommending the Lowell City Council approve Resolution 17-22 to renew a lease agreement with the Lowell Rotary Club as presented.

LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Lease") is entered into as of July 1, 2022, between the **CITY OF LOWELL**, a Michigan municipal corporation, of 301 East Main Street, Lowell, Michigan (the "City") and the **ROTARY CLUB OF LOWELL**, a member of Rotary International, Lowell, Michigan ("Rotary"), 301 East Main Street, Lowell, Michigan 49331 upon the terms and conditions stated below.

RECITALS

A. The City owns the City Hall building located at 301 East Main Street (the "City Hall"); and

B. For the past 3 years Rotary has leased the City Council Chambers and adjacent kitchenette and conference room on the second floor of the City Hall and a small storage area adjacent thereto (the "Leased Premises") for weekly meetings and the storage of materials related to the conduct of such meetings.

C. Rotary desires to continue to Lease the Leased Premises for the purposes set forth in Recital B and the City is willing to lease the Leased Premises to the City for such purposes subject to the terms and conditions of this Lease.

NOW, THEREFORE in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **Lease of Leased Premises.** The City hereby leases to Rotary and Rotary hereby rents from the City (a) the City Council Chambers portion of the Leased Premises Wednesday of every week between 11:30 a.m. and 2:00 p.m. or at such other time and date as shall be mutually agreed by the City and Rotary and (b) the small storage area adjacent to the City Council Chambers continuously during the term of this Lease.

2. **Use of Leased Premises.** Rotary shall use the City Council Chambers portion of the Leased Premises for its weekly meetings as provided in paragraph 1 above and the adjacent small storage area for the storage of materials related to the conduct of such meetings and for no other purpose without the prior written consent of the City.

3. **Term.** The term of this Lease shall be for a period of three years, beginning on July 1, 2022, and ending on June 30, 2025. Either party may terminate this Lease prior to the end of its term for any reason upon 60 days' written notice to the other party. During April of any year while this Lease is in effect, the parties hereto agree to review this Lease and determine if the term hereof should be extended. If the parties agree to extend the term hereof, it shall be evidenced by a written addendum to this Lease or a new lease agreement setting forth the terms of the extension and signed by both parties.

4. **Rental.** Rotary shall pay the City a weekly rental of \$75 per week payable quarterly in advance at the beginning of each calendar quarter based on the number of weeks during the quarter the City Council Chambers will be used for weekly meetings.

5. **Use of Equipment.** Rotary shall be entitled to use the tables and chairs located on or near the Leased Premises for its weekly meetings. The City agrees to set up and take down such tables and chairs before and after meetings.

6. **Additional Maintenance.** The City shall be responsible for customary and ordinary maintenance of the Leased Premises. Rotary will be responsible for any extraordinary or unusual maintenance required of the Leased Premises because of its use thereof such as additional carpet cleaning. The City will notify Rotary of such required maintenance and the estimated cost thereof prior to incurring such costs. After completion of the work, the City shall invoice Rotary for the work and Rotary agrees to promptly pay such invoice.

7. **Liability Insurance.** Rotary shall obtain and maintain at all times during the term of this Lease a general liability insurance policy, including public liability and property damage, in such form and from such company as is reasonably acceptable to the City covering the negligent acts or omissions of Rotary and its guests and invitees at the Leased Premises during such time Rotary is using such Leased Premises in the amount of \$1,000,000 for bodily injury and \$1,000,000 for property damage, or in a combined single limit of \$2,000,000 for each occurrence and in the annual aggregate. Such policy shall name the City as an additional insured and provide that it will not be canceled or materially changed or altered without first giving the City 30 days' written notice thereof. Rotary shall provide the City with a copy of the policy or an insurance certificate evidencing such insurance coverage during the term of this Lease.

8. **Assignment and Subletting.** Rotary may not assign, sublet or in any manner transfer this Lease without the prior written consent of the City.

9. **Damage or Destruction.** If, during the term of this Lease, the Leased Premises shall be partially or totally destroyed by fire or other casualty so as to become partially or totally untenable, this Lease shall terminate and neither party shall have any further obligation hereunder.

10. **Remedies and Default.** If Rotary shall: (a) default in the payment of any sums to the City when due, and fail to cure said default within 10 days after written notice from the City, or (b) default in the performance of any other covenant or condition of this Lease and shall not cure the other default within 30 days after written notice from the City specifying the default, the City may terminate this Lease.

11. **Waiver.** The failure of the City or Rotary 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. This Lease may not be changed, modified or discharged orally.

12. **Notices.** All notices required under this Lease shall be in writing, and shall be deemed to be given if either delivered personally or mailed by certified or registered mail to the City or to Rotary at their respective addresses set forth in this Lease, or to such other address as either party may furnish in writing, during the term of this Lease.

13. **Quiet Enjoyment.** The City covenants and agrees with Rotary that upon Rotary's paying the rent and observing and performing all the terms, covenants and conditions on Rotary's part to be performed and observed, Rotary may peaceably and quietly hold, occupy, possess and enjoy the Leased Premises during the time provided for herein for the full term of this Lease.

14. **Applicable Law.** This Lease shall be construed under the laws of the State of Michigan. If any provision 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.

15. **Effective Date.** Landlord and Tenant have signed this Lease and it shall be effective on the day and year first set forth above.

CITY OF LOWELL

"City"

By: _____
Michael DeVore, Mayor

Attest: _____
Susan Ullery, City Clerk

ROTARY CLUB OF LOWELL

"Rotary"

By: _____
Phil Gerard, President

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 17-22

**RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF
A LEASE AGREEMENT BETWEEN THE CITY AND ROTARY CLUB OF
LOWELL**

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

WHEREAS, the Rotary Club of Lowell ("Rotary") desires to continue to lease the City
Council Chambers and adjacent kitchenette, conference room and storage area (the "Leased
Premises") for its weekly meetings and the storage of materials related to such meetings; and

WHEREAS, the City is willing to continue to lease the Leased Premises to Rotary for a
3-year term subject to the terms and conditions of a Lease Agreement in the form presented at this
meeting (the "Lease").

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Lease between the City and Rotary in the form presented at this meeting
is approved and the Mayor and City Clerk are authorized and directed to execute the Lease for and
on behalf of the City.

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

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: June 20, 2022

Susan Ullery
City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on June 20, 2022, 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 20, 2022

Susan Ullery
City Clerk



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 14, 2022

TO: Mayor Mike Devore and Lowell City Council

FROM: Michael T. Burns, City Manager

RE: Budget Amendments

Attached is Resolution 18-22 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 18-22 as presented.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 18-22

**RESOLUTION ADOPTING AN AMENDMENT TO THE
CITY OF LOWELL ANNUAL BUDGET FOR FISCAL
YEAR 2021-2022**

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 20, 2022, a proposed amended budget for the 2021-2022 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 2021-2022 fiscal year budget at the following are the estimated revenues and expenses for the 2021-2022 fiscal year of the City:

	<u>Revenues</u>	<u>Appropriations</u>
General Fund	\$3,968,689.92	\$3,962,158.92
Major Street Fund	\$428,658.33	\$488,561.92
Local Street Fund	\$989,288.88	\$1255,691.07
Historic District	\$25,000.00	\$70,000.00
DDA	\$792,500.00	\$892,650.63
Building Inspector Fund	\$110,000.00	\$90,000.00
Designated Contribution	\$351,206.31	\$342,243.85
Airport Fund	\$78,000.00	\$84,000.00
Wastewater Fund	\$1,322,851.07	\$1,505,329.94

Water Fund	\$1,280,291.71	\$1,706,343.07
Cable Fund	\$109,000.00	\$119,543.85
Data Processing	\$122,406.00	\$164,298.94
Equipment Fund	\$274,791.48	\$386,582.95
Cemetery Fund	\$12,000.00	

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, 2019

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, 2019, 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, 2019

Susan Ullery, City Clerk

2021-2022	Budgeted	Amended	Difference
GENERAL FUND REVENUES			
Marijuana Excise Fee	\$ 100,000.00	\$ 282,267.20	182,267.20
fees received from the state for marijuana licensing			
Sales tax	\$ 402,266.00	\$ 520,000.00	117,734.00
Higher sales tax from the state			
Miscellaneous Revenue	\$ 3,000.00	\$ 8,000.00	5,000.00
higher than anticipated misc. revenues			
Rotary Rental	\$ -	\$ 2,000.00	2,000.00
More meetings held at city hall this year			
Transfer from DDA	\$ 312,632.00	\$ 293,518.76	\$ (19,113.24)
Lower bond payment for city hall after refinancing city hall bond			
Police salvage inspection fees	\$ 12,000.00	\$ 22,000.00	\$ 10,000.00
Higher than anticipated inspections			\$ -
Sale of fixed asset	\$ -	\$ 10,100.00	\$ 10,100.00
Sale of 2014 Ford Explorer			
Grave Openings	\$ 5,000.00	\$ 10,500.00	\$ 5,500.00
Higher than anticipated grave openings	\$ -		
TOTAL REVENUES AS AMENDED:	\$ 834,898.00	\$ 1,148,385.96	\$ 313,487.96
GENERAL FUND EXPENDITURES			
Council misc.	\$ 5,000.00	\$ 8,000.00	\$ 3,000.00
Air card fees and Dr. Bender and mml education			
Manager pension	\$ 18,942.00	\$ 30,000.00	\$ 11,058.00
Additional pension cost incurred for \$125,000 contribution to mers pd from fund balance			
Manager salaries	\$ 72,217.00	\$ 90,000.00	\$ 17,783.00
parttime employee at city hall charged to this account			
Election operating supplies	\$ 1,200.00	\$ 3,500.00	\$ 2,300.00
Additional cost incurred this year for an election maintenance contract			
Attorney Fees	\$ 65,000.00	\$ 85,000.00	\$ 20,000.00
Higher than anticipated			
Labor Attorney	\$ 10,000.00	\$ 20,000.00	\$ 10,000.00
Higher than anticipated			
Clerk Health Insuranc	\$ 19,896.02	\$ 35,000.00	\$ 15,103.98
Initial amount budgeted incorrect			
Clerk Pension	\$ 35,178.00	\$ 50,000.00	\$ 14,822.00
Additional cost incurred for \$125,000 one time pension contribution paid from fund balance			
Treasurer pension	\$ 43,296.00	\$ 55,000.00	\$ 11,704.00
Additional cost incurred for \$125,000 pension contribution paid from fund balance			
City Hall contractual	\$ 17,500.00	\$ 25,000.00	\$ 7,500.00
Increased costs for trugreen, cleaning and maintenance			
City Hall repair and maintenance	\$ 15,000.00	\$ 35,000.00	\$ 20,000.00
Higher than anticipated repairs by Progressive to heat and cooling of city hall			
City Hall utilities	\$ 48,000.00	\$ 62,000.00	\$ 14,000.00
Higher than anticipated			
Cemetery rentals	\$ 38,000.00	\$ 55,000.00	\$ 17,000.00
higher than expected cemetery equipment			
Unallocated miscellaneous	\$ 8,000.00	\$ 65,000.00	\$ 57,000.00
Additional cost incurred for \$125,000 pension contribution paid from fund balance			
Police salaries temporary	\$ 75,000.00	\$ 92,000.00	\$ 17,000.00
needed for coverage for covid sick leave, injury and leave.			
Police Pension	\$ 118,201.00	\$ 145,000.00	\$ 26,799.00
Additional cost incurred for \$125,000 lump sum pension contribution paid from fund balance			
Planning pension	\$ 8,118.00	\$ 10,000.00	\$ 1,882.00
Additional cost incurred for \$125,000 lump sum pension contribution paid from fund balance			
Police fuel	\$ 15,000.00	\$ 18,000.00	\$ 3,000.00
Higher than anticipated fuel costs			
Police Vehicle	\$ 43,000.00	\$ 20,000.00	\$ (23,000.00)
police vehicles purchased from covid funds			
Fire commission payment	\$ 129,000.00	\$ 137,698.60	\$ 8,698.60
Higher than budgeted			
DPW Pension	\$ 34,146.00	\$ 42,000.00	\$ 7,854.00
Additional costs incurred for \$125,000 lump sum contribution paid from fund balance			
DPW Building	\$ 45,000.00	\$ 20,000.00	\$ (25,000.00)

Cold storage and windows in next year's budget			
Planning professional services	\$ 15,000.00	\$ 30,000.00	\$ 15,000.00
Higher planner fees for increased construction in town			
DPW Salaries temporary	\$ 2,675.00	\$ 9,000.00	\$ 6,325.00
Additional temporary workers for dpw			
DPW Communications	\$ 3,500.00	\$ 6,000.00	\$ 2,500.00
Increased costs for IT for out phone system			
Sidewalk rentals	\$ 875.00	\$ 1,500.00	\$ 625.00
Increased equipment usage on sidewalks			
Parks pension	\$ 10,711.00	\$ 13,000.00	\$ 2,289.00
lump sum payment of pension			
Library utilities	\$ 28,000.00	\$ 35,000.00	\$ 7,000.00
Higher than anticipated			
library contractual	\$ 8,500.00	\$ 14,000.00	\$ 5,500.00
not enough budgeted for cleaning based on previous year			
Museum utilities	\$ 7,000.00	\$ 8,000.00	\$ 1,000.00
Higher than anticipated			
Transfer to Fire truck fund	\$ 150,000.00	\$ -	\$ (150,000.00)
Transfer not to be made this year			
Transfer to local street	\$ 250,000.00	\$ 423,905.00	\$ 173,905.00
transfer of budgeted amount of 180,000 and marijuana fees			
TOTAL GENERAL FUND EXPENDITURES AS AMENDED:	\$ 1,340,955.02	\$ 1,643,603.60	\$ 302,648.58
MAJOR STREET REVENUES			
Trunkline maintenance	\$ 2,000.00	\$ 12,000.00	\$ 10,000.00
Higher reimbursement for M21 work by the state			
TOTAL MAJOR STREET REVENUES AS AMENDED:			\$ 10,000.00
		\$ -	
MAJOR STREET EXPENDITURES			
Winter maintenance health insurance	\$ 2,670.84	\$ 3,500.00	\$ 829.16
More time working in major winter maintenance			
Winter maintenance operating supplies	\$ 12,000.00	\$ 16,000.00	\$ 4,000.00
Higher than anticipated salt purchases			
Winter maintenance rentals	\$ 21,500.00	\$ 23,000.00	\$ 1,500.00
High usage of winter related equipment			
TOTAL MAJOR STREET EXPENDITURES AS AMENDED:	\$ 36,170.84	\$ 42,500.00	\$ 6,329.16
LOCAL STREET REVENUES			
Transfer from General fund	\$ 250,000.00	\$ 423,905.38	\$ 173,905.38
Transfer of budgeted amount and marijuana fees collected in general fund			
Transfer from DDA	\$ 184,000.00	\$ -	\$ (184,000.00)
Street project paid out of the dda and not street fund			
TOTAL LOCAL STREET REVENUES AS AMENDED:	\$ 434,000.00	\$ 423,905.38	\$ (10,094.62)
LOCAL STREET EXPENDITURES			
Local street winter rentals	\$ 23,000.00	\$ 24,000.00	\$ 1,000.00
More equipment used in traffic than planned			
TOTAL LOCAL STREET EXPENDITURES AS AMENDED:			\$ 1,000.00
	\$ -	\$ -	

<u>HISTORIC DISTRICT FUND</u>			
No amendments			
TOTAL HISTORIC DISTRICT REVENUES AS AMENDED:			
	\$ -	\$ -	\$ -
<u>HISTORIC DISTRICT EXPENSES</u>			
Historic district grant expenses	\$ 25,000.00	\$ 70,000.00	\$ 45,000.00
More HDC Grants issued than budgeted paid out of fund balance			
TOTAL HISTORIC DISTRICT FUND EXPENDITURES AS AMENDED:			\$ 45,000.00
<u>DDA REVENUE</u>			
Tifa Revenue	\$ 755,000.00	\$ 790,000.00	\$ 35,000.00
Higher than anticipated tifa revenue			
TOTAL DDA REVENUES AS AMENDED:	\$ -		\$ 35,000.00
<u>DDA EXPENDITURES</u>			
DDA transfer to general fund	\$ 312,632.00	\$ 293,518.76	\$ (19,113.24)
less of a transfer to general fund due to city hall bond refinancing			
DDA transfer to local	\$ 184,000.00	-	\$ (184,000.00)
dda paid for street project, out of dda fund			
TOTAL DDA EXPENDITURES AS AMENDED:	\$ 496,632.00	\$ 293,518.76	\$ (203,113.24)
<u>BUILDING INSPECTION FUND</u>			
Building Inspection Fees	\$ 75,000.00	\$ 110,000.00	\$ 35,000.00
More building fees than anticipated			
TOTAL BUILDING FUND REVENUES AS AMENDED			\$ 35,000.00
<u>BUILDING INSPECTION EXPENDITURES</u>			
BUILDING FEES CONTRACTUAL			
More fees paid to PCI	\$ 65,000.00	\$ 90,000.00	\$ 25,000.00
TOTAL BUILDING FUND EXPENDITURES AS AMENDED			\$ 25,000.00
<u>DESIGNATED CONTRIBUTION FUND REVENUES</u>			
Other federal grants	\$ -	\$ 219,165.00	\$ 219,165.00
Covid relief funds	\$ -		
Contributions		\$ 104,897.46	\$ 104,897.46
Estate of Donna Ford			
Grand Rapids foundation grants		\$ 7,500.00	\$ 7,500.00
Records management grant for police department			
Donations	\$ -	\$ 5,000.00	\$ 5,000.00
Funds received for skateboard park			
Transfer from LCTV		\$ 10,543.85	\$ 10,543.85
Funds from LCTV for Bola Wrap for police department	\$ -		
Showboat donations	\$ -	\$ 4,100.00	\$ 4,100.00
showboat donations received this fiscal year			
TOTAL DESIGNATED CONTRIBUTION REVENUES AS AMENDED:		\$ 351,206.31	\$ 351,206.31
	\$ -		
<u>DESIGNATED CONTRIBUTION EXPENDITURES</u>			
Police contractual	\$ -	\$ 7,500.00	\$ 7,500.00
Police record management			
Police vehicles	\$ -	\$ 60,000.00	\$ 60,000.00
police car and upfitting out of covid funds			
Chamber/riverwalk capital outlay	\$ -	\$ 77,000.00	\$ 77,000.00
Showboat restrooms			
Police Equipment	\$ -	\$ 10,543.85	\$ 10,543.85
Bola wrap for police department from lctv funds	\$ -		
Parks capital outlay	\$ 150,000.00	\$ 165,000.00	\$ 15,000.00
This year Showboat expenditures			
Dog park repair and maintenance	\$ 500.00	\$ 1,500.00	\$ 1,000.00
Higher dog park expenditures			

Dog park utilities	\$ 500.00	\$ 700.00	\$ 200.00
higher than anticipated			
Recreation contribution	\$ -	\$ 20,000.00	\$ 20,000.00
Museum landscaping and planter brackets paid with Donna Ford estate	\$ 151,000.00	\$ 342,243.85	
TOTAL DESIGNATED CONTRIBUTIONS EXPENDITURES AS AMENDED:	\$ 151,000.00	\$ 342,243.85	\$ 191,243.85
<u>AIRPORT REVENUES</u>			
No amendments			
TOTAL AIRPORT REVENUES AS AMENDED:			

AIRPORT EXPENDITURES	\$ -	\$ -	
Airport Capital outlay	\$ -	\$ 6,000.00	\$ 6,000.00
purchase of gravelly mower			
TOTAL AIRPORT EXPENDITURES AS AMENDED:	\$ 28,000.00	\$ 40,500.00	\$ 12,500.00
WASTEWATER REVENUES			
Industrial treatment charges	\$ 15,000.00	\$ 35,000.00	\$ 20,000.00
Higher than anticipated surcharges received			
TOTAL WASTEWATER REVENUES AS AMENDED:	\$ 15,000.00	\$ 35,000.00	\$ 20,000.00
WASTEWATER EXPENDITURES			
Wastewater treatment r & M	\$ 25,000.00	\$ 35,000.00	\$ 10,000.00
unplanned repairs to plant scrubber and kennedy industries			
TOTAL WASTEWATER EXPENDITURES AS AMENDED:			\$ 10,000.00
	\$ -	\$ -	
WATER REVENUES			
No amendments			
	\$ -	\$ -	\$ -
TOTAL WATER FUND REVENUES AS AMENDED:		\$ -	\$ -
WATER FUND EXPENDITURES			
Water distribution rentals	\$ 32,000.00	\$ 38,000.00	\$ 6,000.00
higher than anticipated rentals on equipment used in distrubtion			
Water distribution capital outlay	\$ 40,000.00	\$ 90,000.00	\$ 50,000.00
repairs to nw pump station (professional pump 47319.77)			
TOTAL WATER FUND EXPENDITURES AS AMENDED:	\$ 72,000.00	\$ 128,000.00	\$ 56,000.00
CABLE TV FUNDS			
No amendments	\$ -		
TOTAL CABLE REVENUES AS AMENDED:		\$ -	\$ -
	\$ -	\$ -	\$ -
CABLE TV EXPENDITURES			
Transfer to designated contributions	\$ -	\$ 10,543.85	\$ 10,543.85
Transfer made to general fund for police department bola wrap	\$ -		
TOTAL CABLE EXPENDITURES AS AMENDED:		\$ 10,543.85	\$ 10,543.85
	\$ -		
DATA PROCESSING REVENUES			
No amendments			
TOTAL DATA PROCESSING REVENUES AS AMENDED:			
DATA PROCESSING EXPENSES			
Data processing professional services	\$ 35,000.00	\$ 55,000.00	\$ 20,000.00
Higher than anticipated repairs to city server			
TOTAL DATA PROCESSING EXPENDITURES AS AMENDED			\$ 20,000.00
	\$ -	\$ -	
EQUIPMENT REVENUES			
Miscellaneous revenue	\$ -	\$ 17,600.00	\$ 17,600.00
refund from insurance co \$400 for each vehicle	\$ -		
TOTAL EQUIPMENT FUND REVENUES AS AMENDED:			\$ 17,600.00
	\$ -	\$ -	
EQUIPMENT EXPENDITURES			
Equipment fund fuel	\$ 15,000.00	\$ 20,000.00	\$ 5,000.00
Increased costs with fuel prices high			
Repair and maintenance	\$ 65,000.00	\$ 75,000.00	\$ 10,000.00
Increased costs outsourcing equipment repairs			
TOTAL EQUIPMENT EXPENDITURES AS AMENDED:			\$ 15,000.00



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 17, 2022
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager MB
RE: Additional Street Improvements

As you are aware, the bid to repave Valley Vista, Faith, Heffron and Roberta Jayne came in much less than estimated. In addition, the proceeds from our Marijuana Excise Tax were much higher than anticipated. As you know all of these proceeds from this are going to street improvements, Dan Czarnecki and I asked Williams and Works to request pricing from Youngstrom Construction, to pave the following additional areas.

- N. West St. from Heffron St. to the north (approximately 275 ft)
- Church St from Main St. to Sibley St. (approximately 570 ft)
- Elizabeth Dean Dr. from Faith Dr. to Carol Lynne Dr. (approximately 235 ft)

We received an estimate of \$173,923.13 to repave all three streets. All three street segments have low PASER rating.

We have approximately \$106,000 budgeted for Faith, Heffron and Roberta Jayne (DDA funding Valley Vista) which would be unspent this year and this would add \$68,000 in expenditures to the upcoming capital outlay expense in the Local Street Fund.

Church Street was slated for repair in the 2027-28 Street Plan and Elizabeth Dean is slated for 2028-29 but 700 feet will still need to be paved then. However, since we are mobilized in the area, it makes sense to address these if we can now. Especially since Culver's has now opened and has resulted in heavy traffic on the street.

I believe I estimated very conservatively next year's Marijuana Excise Tax proceeds, however, the cash flow for the seven-year street plan will still allow us to continue projecting the future projects as planned.

I recommend the Lowell City Council add N. West St, Church St. and Elizabeth Dean Drive to the 2022 Street Improvement Plan at a cost not to exceed \$173,923.13.

Lowell 222006 - 2022 Street Improvement
June 16th,2022

Description	Unit Price	Unit	N. West St		Church St		Elizabeth Dean Dr	
			Quantity	Amount	Quantity	Amount	Quantity	Amount
Mobilization (Maximum \$15,000)	\$15,000.00	LSUM	0.2	\$3,000.00	0.2	\$3,000.00	0.2	\$3,000.00
Maintaining Traffic (Max \$5,000)	\$5,000.00	LSUM	0.2	\$1,000.00	0.2	\$1,000.00	0.2	\$1,000.00
Erosion and Sedimentation Control	\$1,500.00	LSUM	0.33	\$495.00	0.33	\$495.00	0.33	\$495.00
Concrete Driveway and Sidewalk, Rem	\$10.00	Syd	0	\$0.00	24	\$240.00	60	\$600.00
Curb and Gutter, Rem	\$7.00	Ft	600	\$4,200.00	16	\$112.00	40	\$280.00
HMA Base, Crush & Shape	\$6.00	Syd	870	\$5,220.00	1640	\$9,840.00	680	\$4,080.00
Conc Curb and Gutter	\$23.00	Ft	600	\$13,800.00	16	\$368.00	40	\$920.00
Gutter Pan	\$23.00	Ft	0	\$0.00	0	\$0.00	0	\$0.00
Storm Sewer, 12 inch	\$50.00	Ft	0	\$0.00	0	\$0.00	0	\$0.00
Dr Structure, Catch basin, 48 inch Dia	\$1,200.00	Ea	0	\$0.00	0	\$0.00	0	\$0.00
Dr Structure, Storm, 48 inch Dia	\$1,200.00	Ea	0	\$0.00	0	\$0.00	0	\$0.00
Connect to Existing Storm Sewer, 12 inch	\$500.00	Ea	0	\$0.00	0	\$0.00	0	\$0.00
Machine Grading	\$250.00	Sta	3	\$750.00	6	\$1,500.00	2.5	\$625.00
Material, Surplus and Unsuitable, Rem, LM	\$25.00	Cyd	87	\$2,175.00	167	\$4,175.00	75	\$1,875.00
Dr. Structure cover, Adj	\$400.00	Ea	1	\$400.00	0	\$0.00	2	\$800.00
Dr. Structure Cover	\$1.75	LBS	350	\$612.50	0	\$0.00	700	\$1,225.00
Gate Box, Adj	\$300.00	Ea	0	\$0.00	0	\$0.00	0	\$0.00
HMA, LVSP	\$98.75	Ton	185	\$18,268.75	350	\$34,562.50	145	\$14,318.75
Sidewalk, Conc, 4 inch	\$5.00	Sft	0	\$0.00	0	\$0.00		\$0.00
Sidewalk Ramp, 6 inch	\$7.00	Sft	0	\$0.00	200	\$1,400.00	200	\$1,400.00
Detectable Warning Surface	\$50.00	Ft	0	\$0.00	20	\$1,000.00	20	\$1,000.00
Curb Ramp Opening, Conc	\$23.00	Ft	0	\$0.00	20	\$460.00	20	\$460.00
Slope Restoration	\$1,500.00	LSUM	0.33	\$495.00	0.33	\$495.00	0.33	\$495.00
HMA Valley Gutter	\$8.00	Ft	0	\$0.00	1200	\$9,600.00	0	\$0.00
Total				\$50,416.25	Total	\$68,247.50	Total	\$32,573.75

Total Extra	\$151,237.50
Engineering 10%	\$15,123.75
Construction Contingencies 5%	\$7,561.88
Grand Total	\$173,923.13



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 16, 2022

TO: Mayor DeVore and the Lowell City Council

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

RE: 605 Grindle

The City was recently notified by the Kent County Treasurer's Office that they have foreclosed on 605 Grindle for non-payment of 2019 property taxes at the residence. As a result of this the City is given a first right of refusal on whether we would like to purchase the property. That said, we have to inform the county whether we would like to purchase the property or not before the first Tuesday in July.

The process is if the City would like to purchase the property, they could do so for a minimum bid. That amount is unknown at this time. However, if the property owner files a Notice of Intent to Claim the property, it would need to be purchased at fair market value by the City.

If the City would like to purchase the property, the City has the option to only purchase the property on the condition the Notice of Intent to Claim isn't filed.

I am not aware of the City has purchasing foreclosed properties in the past. Some cities (my former community) established programs during the 2008 recession whereby they purchased foreclosed homes, received funds to restore the home, renovated them and then sell them back on the market. This was called the Neighborhood Stabilization Program. This practice allowed for a revolving fund to continue this process throughout their communities. We have no program in place.

I do not believe we are in a situation where we need to consider creating an NSP program. Thus, I don't see the need for the city to purchase the house, renovate it and resell it out on the market.

I recommend the Lowell City Council opt out from purchasing the property at 605 Grindle.

OFFICE OF THE TREASURER

COUNTY ADMINISTRATION BUILDING • P.O. BOX Y • GRAND RAPIDS, MICHIGAN 49501-4925

TELEPHONE: (616) 632-7500

FACSIMILE: (616) 632-7505



Peter F. MacGregor
Treasurer

April 18., 2022

Dear Local Treasurer, Clerk, Supervisor, Finance Director & City Manager:

Enclosed is a list of property(s) the Kent County Treasurer foreclosed on due to non-payment of the 2019 taxes. Please change the name and address to:

KENT COUNTY TREASURER
300 MONROE AVE NW
GRAND RAPIDS, MI 49503

If your unit is planning on purchasing under the first right of refusal, the law has changed. Please review the changes of Public Acts 255 & 256 of 2020.

These amendments include significant changes to the right of first refusal process contained in MCL211.78m. Previously, local units of government had the opportunity to purchase foreclosed parcels for a public purpose by paying Minimum Bid to the FGU. However, changes to Section 78m (1) now require these local units to pay the greater of fair market value or Minimum Bid to obtain the property in at least some circumstances. Additionally, both city and county land bank authorities are now afforded an opportunity to obtain property through this right of first refusal process.

There are two different points at which governmental units have an opportunity to obtain property. The first occurs prior to the initial auction under section 78m (1) and ***must be completed by the first Tuesday in July***. As before, the State of Michigan has first option but must pay fair market value. Next a city, village, township, or city land bank authority has the option to purchase. If a Notice of Claim under section 78t (2) has been filed on the property at issue, the local unit must pay ***the greater of the fair market value or Minimum Bid***. If no Notice of Claim has been filed, they may purchase for only Minimum Bid. Next, the county has the option to purchase followed by the county land bank authority, subject to the same caveat regarding parcels upon which a Notice of Claim has been filed. In other words, local units must pay the greater of the Minimum Bid or fair market value on any parcel upon which a Notice of Claim has been submitted.

The second right of first refusal option comes between the first and second auction for any parcels remaining unsold at that time. The second option remains largely unchanged by the Amendments except for the inclusion of city and county land banks. At the second option, local units may purchase for only Minimum Bid, regardless of whether a Notice of Claim has been filed.

Former property owners and parties with a recorded interest will have until July 1, 2022 to submit a Notice of Claim form to the Kent County Treasurer. As a practical matter, this means that until this date passes, it will be unclear whether any given property must be transferred for minimum bid or fair market value.

As such, you may wish to obtain **conditional approval** from your boards regarding any properties that you wish to obtain under right of first refusal. For example, you may deem that you only wish to purchase a given property if available for minimum bid. Conversely, you may be willing to purchase a property for either minimum bid or fair market value. In either situation, you can obtain approval from your board to that effect. After July 1, the Kent County Treasurer can ascertain the applicable right of first refusal price and any transfers can then be completed accordingly.

For any questions please feel free to call our office at (616) 632-7500

Sincerely,

A handwritten signature in black ink, appearing to read "Pete F. MacGregor". The signature is fluid and cursive, with the first name "Pete" being more prominent.

Pete F. MacGregor
Kent County Treasurer

04/20/2022 11:57 AM

BY: ELSmith

FORECLOSURE LIST FOR KENT COUNTY
For 2022 Foreclosures of 2019 and prior taxes
CITY OF LOWELL
Interest Computed As Of Foreclosure Date

PARCEL	TAX DUE	INTEREST/FEES DUE	TOTAL DUE	TAX YEARS DELINQUENT
41 02-278-012	134.02	596.11	730.13	2021 2020 2019

Property Address: 605 GRINDLE DR SE LOWELL MI

PARCEL COUNT: 1	134.02	596.11	730.13
-----------------	--------	--------	--------



LOWELL CITY COUNCIL
MEMORANDUM

DATE: June 16, 2022

TO: Mayor DeVore and Lowell City Council

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

RE: Industrial Development District - Attwood

We received a request from Attwood Corporation to consider an Industrial Development District at their facility at 1016 N. Monroe. An Industrial Development District must be formed in the event an Industrial Facility Tax Credit (IFTC) would be filed at the site. This property is not in the Downtown Development Authority district.

We have not received an application for an Industrial Facility Tax Credit at this time. As a result, I have no information regarding any improvements that would further consider at the time if they chose to do so. In the event Attwood chooses to move forward with submitting one, this creation allows us to do so more expeditiously.

This is a policy decision of the City Council on whether or not to create an Industrial Development District, so I will not give a formal recommendation. However, I foresee no issues with the establishment of a district. If you wish to move forward and establish a district, Resolution 19-22 is attached.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 19-22

**RESOLUTION ESTABLISHING AN INDUSTRIAL DEVELOPMENT
DISTRICT (PLANT REHABILITATION DISTRICT) FOR 1016 N. MONROE**

Councilmember _____, supported by Councilmember

_____, moved the adoption of the following resolution:

WHEREAS, Act 198 of the Public Acts of Michigan of 1974, as amended ("Act 198"), provides for the establishment of industrial development and plant rehabilitation districts in local government units and also provides, within such districts, an exemption from certain *ad valorem* property taxes as an incentive to industries to renovate and expand aging facilities and to build and acquire new facilities; and

WHEREAS, Attwood Corporation, has filed a request with the City for the establishment of an industrial development district (plant rehabilitation district); and

WHEREAS, written notice, not less than 7 days prior to the hearing, has (a) been given by regular mail to the owners of all real property within the proposed industrial development district (plant rehabilitation district) and (b) published in the *Lowell Ledger*, a newspaper of general circulation in the City setting the date of June 20, 2022, at 7:00 p.m., local time, in the City Hall at 301 E. Main Street, Lowell, Michigan, at the time and place at which those owners and any other resident or taxpayer of the City were given and afforded an opportunity to be heard on the establishment of the industrial development district (plant rehabilitation district).

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That the City Council of the City, based upon the facts and information submitted, does hereby approve the establishment of an industrial development district (plant rehabilitation district), which district is described as follows:

PART GOVT LOT 7 COM 693 FT W OF SE COR THEREOF TH N 924 FT TH E 33 FT TH N TO S 1/8 LINE TH W TO CONT 630 FT ON LT BANK OF FLAT RIVER TH SLY ALONG SD CONT LINE TO S SEC LINE TH E TO BEG* SEC 35 T7N R9W 20.90 A.

and commonly known as 1016 N. Monroe SE, Lowell, Michigan.

2. That all resolutions or parts of resolutions in conflict herewith are rescinded.

YEAS: Councilmember _____

NAYS: Councilmember _____

ABSTAIN: Councilmember _____

ABSENT: Councilmember _____

RESOLUTION DECLARED ADOPTED.

Dated: _____, 20__

City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Lowell at a meeting held on June 20, 2022, 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: _____, 20__

City Clerk



LOWELL CITY COUNCIL

MEMORANDUM

DATE: June 16, 2022

TO: Mayor DeVore and Lowell City Council

FROM: Michael T. Burns, City Manager MB

RE: Industrial Facility Tax Credit – King Milling

The city received an Industrial Facility Tax Credit (IFTC) application for the construction of two additions totaling 10,790 sq. ft. at 139 S. Broadway (King Milling). The proposed plan is to construct an additional mill and a loading facility for the mill.

If you recall, the City Council created an Industrial Development District for this parcel at the January 22, 2019 City Council meeting.

The City Council is being requested to consider an Industrial Facility Tax Credit to King Milling for the new facility. If interested, the attached resolution and agreement would need to be approved.

IFTC's are abatements of 50% of real and personal property taxes on the new investment. Since the State of Michigan will have completely phased out the personal property tax on all property in 2023, the impact to the applicant is the real property on the new expansion.

King Milling has received IFTC's in the past. The last one issued was for their warehouse at 149 S. Broadway. At the time, they were granted a five-year abatement on the new investment with the ability to come back for an additional seven years.

In 2019, we modified the TIF Policy (attached) and developed a scoring system to consider the time frame for each abatement. It was based on formula that included the amount of investment, job creation, quality of jobs and type of business. If you recall, these are guidelines on how to address these requests.

The proposed investment is \$42,500,000 in improvements. To my knowledge, this is the largest investment ever in the City of Lowell or at least during my tenure. The additional investment according to their application will add an additional six jobs to their facility.

I have attached two scoring results for this project. The first was based on their submitted application. The second scoring summary was a result of my meeting with King Milling on June 1, 2022. At that meeting, I was informed they were conservative in their IFTC application and really believed 12 jobs were going to be created as a result of the new investment. I scored the project on the two scenarios. According to the filed application, their score would constitute a 10-year abatement. If they created 12 jobs, the score would constitute the maximum 12-year abatement. While the council may choose any amount of time, I don't foresee an issue in granting

a 12-year abatement for this project. This would be due to the large investment being made and previous commitment by King Milling to grow their site in Lowell.

King Milling meets the legal requirements to be considered for the IFTC. This project's revenue would be captured by the Downtown Development Authority and would not have a negative impact to the tax base. However, the DDA would only capture 50% of the new taxable value of this project (except schools) during this abatement period.

Since this is a policy decision of the Council, I will not provide a recommendation on this. That said, I see no issue granting the maximum amount of time for an abatement under this policy. However, you may grant this how you see fit. If the City Council wishes to approve this then Resolution 20-22 is being presented for your consideration.

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. If you have any questions regarding the completion of this form, call 517-335-7460.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date Received by Local Unit
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) King Milling Company		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 2041	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 222 W. Main St. Lowell, MI 49331		1d. City/Township/Village (Indicate which) City of Lowell	1e. County Kent
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located Lowell 3b. School Code 4. Amount of years requested for exemption (1-12 Years) 12 Years	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

New construction of a wheat flour mill including a monolithic concrete structure, grain storage, grain cleaning, milling machinery and a structure with 8 finished flour bins. This will be to mill wheat into baking flour for commercial bakers, cereal companies and food distributors. The by-products of the milling process are sold to Michigan's growing feed and livestock sector. Use of Michigan wheat provides opportunities for Michigan growers as well growers from other states.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ \$16,100,000 Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ \$26,400,000 Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ \$42,500,000 Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶	07/01/2022	12/31/2023	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	02/01/2022	12/31/2023	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No

9. No. of existing jobs at this facility that will be retained as a result of this project **51** 10. No. of new jobs at this facility expected to create within 2 years of completion. **6**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	
b. TV of Personal Property (excluding inventory)	
c. Total TV	

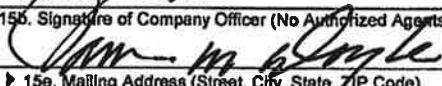
12a. Check the type of District the facility is located in:
☒ Industrial Development District ☐ Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit)
01/22/2019 12c. Is this application for a speculative building (Sec. 3(8))?
☐ Yes ☒ No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name James M. Doyle	13b. Telephone Number (616) 897-9264	13c. Fax Number (616) 897-4350	13d. E-mail Address jdoyle@kingflour.com
14a. Name of Contact Person James M. Doyle	14b. Telephone Number (616) 897-9264	14c. Fax Number (616) 897-4350	14d. E-mail Address jdoyle@kingflour.com
▶ 15a. Name of Company Officer (No Authorized Agents) James M. Doyle			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (616) 897-4350	15d. Date 04/18/2022
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 115 S. Broadway St., Lowell, MI 49331		15f. Telephone Number (616) 897-9264	15g. E-mail Address jdoyle@kingflour.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		
18c. School Code		
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

For faster service, email the completed application and additional required documentation to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Application for Industrial Facilities Tax Exemption Certificate

Additional information

April 20, 2022

King Milling Company continues to grow and is now at capacity and unable to fill order requests. This investment is required to increase production capacity, fulfill current customer demand and continue to grow our customer base.

Due to inflation, rising energy prices and capacity constraints in many industries the cost of this project has already increased \$10 million since we began pricing this project six months ago.

- This tax abatement is critical to help reduce the financial burden of this project.
- King Milling Company is working with the Michigan Department of Agriculture and Rural Development for some possible support, but if awarded the maximum amount available from the State Agency would be less than 1% of the planned project cost.

King Milling indicates on this application the planned increase in employment of six jobs. As we are able to fill out the new capacity of the mill, we would anticipate increasing this number to 10 jobs within 3-5 years. This does not include the many construction jobs needed to build the new mill.

The current average pay for our existing 45 non-officer jobs is \$25.70 per hour and expected jobs would be in the \$15-\$22 range. King Milling Company offers its employees generous benefits including, health insurance coverage, dental, vision, vacation and a 401k/profit sharing retirement plan.

King Milling Company is a fifth generation, family-owned company operating in Lowell for over 130 years. This investment is critical to our continued growth and maintaining our leadership position as a flour producer in Michigan.

The Company is an active, long-term supporter of our community. The company's officers and employees have contributed countless hours to local government and non-profit organizations for generations. Recent community projects and organizations supported financially by King Milling have been the Lowell YMCA, Lowell Township Park/Bridge, Lowell Area Schools and Catholic Schools (Education Scholarships), Down syndrome Association of West Michigan, Lowell Showboat, LowellArts, Rotary projects and Flat River Outreach Ministries. There are many, many other organizations that receive support from King Milling and its owners, but the company has chosen in most cases to not promote its extensive philanthropy.

We appreciate the previous support from the City of Lowell of past tax abatements and are confident this project scores highly on the City's new application scoring guidelines.

King Milling IFT Scoring Sheet

		<u>Points</u>	
Development Cost	\$ 42,500,000.00		7
Quantity of Jobs	6		0.9
Quality Jobs	6		2.4
New Economy Bonus	0		0
Total Project Points			10.3
# of Years for IFT			10

		<u>Points</u>	
Development Cost	\$ 42,500,000.00		7
Quantity of Jobs	12		1.8
Quality Jobs	12		4.8
New Economy Bonus	0		0
Total Project Points			13.6
# of Years for IFT			12

City of Lowell

Act 198 Tax Abatement Policy

The following policies shall apply to the City's consideration of requests to establish industrial development and plant rehabilitation districts and approve applications for industrial facilities exemption certificates pursuant to Act 198 of the Public Acts in 1974, as amended ("Act 198"):

- 1. Commencement of Process; Filing of Application; Definitions:** The applicant for an industrial facilities exemption certificate (an "IFT Certificate") shall file a complete Application for Industrial Facilities Exemption Certificate (Michigan Department of Treasury Form 1012, as amended) (an "Application") in conjunction with a written request to establish an industrial development district or plant rehabilitation district (a "District"). This Application must be accompanied by all applicable attachments (including a legal description and survey of the boundaries of the requested District) and supporting information and payment of the fees required by paragraph 6. The City will not process or consider an Applicant's request to establish a District until the City has received a properly completed Application (including all applicable attachments and exhibits) and fees.
- 2. Establishment and Boundary of a District:** Under the provisions of Public Act 198, a District must be established prior, to the consideration of the Application for an IFT Certificate. The District must be a legal description of the parcel of land on which the abatement is to take place. If a District currently exists on the property, the applicant may proceed directly to the Application of an IFT Certificate.
- 3. Limit on Term of District:** There will be no limit on the term of a District. However, the City shall consider a District void if an IFT Certificate has not been approved within 1 year of the establishment of the District.
- 4. Criteria for IFT Certificate Approval:** Criteria used in evaluating Applications shall include the following:
 - The City shall not consider a request to grant an IFT Certificate before the City Planning Commission grants any required site plan approval for the project.
 - The facility must use a Lowell local address.
 - There must be no delinquent taxes or other amounts owed by the Applicant to the City.
 - Permanent jobs will be created or retained as a result of the project.
 - There is no current, pending, or threatened litigation against the City by the applicant.
- 5. Maximum Term of Tax Abatement:** The maximum term of abatement granted by the City in approving an IFT Certificate shall correspond to the Abatement Formula in *Attachment 1*.

6. **Application Fee:** In order to cover costs incurred with staff review, publications, and compliance to this policy and Act 198, there shall be a fee of \$250 which shall accompany the application to create an Industrial Development District, and an additional fee of \$600 to accompany the application for an IFT Certificate. All fees shall be non-refundable.
7. **Fee Affidavit:** There shall be attached to each IFT Certificate application, approved by the City and filed with the State Tax Commission, an affidavit, signed by the City Manager and by the Applicant, which states that no payment of any kind in excess of the fee allowed by Section 5(3) of Act 198 has been made or promised in exchange for favorable consideration of the Applicant.
8. **Agreement:** An IFT Certificate shall not be approved or issued unless a written agreement corresponding to the form in *Attachment 2* is entered into between the City and the Applicant and filed with the Michigan Department of Treasury.
9. **Revocation of Certificate:** The City reserves the right to revoke an IFT Certificate in accordance with Section 15 of Act 198, the terms and conditions of the Tax Abatement Agreement or upon the failure of the Applicant or the owner or an occupant of the facility subject to tax abatement to pay *ad valorem* and/or industrial facility taxes prior to the same becoming delinquent in accordance with applicable law.
10. **Clawback:** An IFT Certificate shall not be approved or issued unless the Applicant agrees that if during the term of the IFT Certificate, the Applicant moves the jobs employed at the industrial facility subject to tax abatement to a location outside of the City, the City shall have the right to require a repayment equal to the total taxes abated by the City under the IFT Certificate.
11. **Variances:** The City Council reserves the right to vary from these policies. Such variances shall only be considered by the City Council on a very limited basis where the nature of the project in the sole judgment of the City Council, as determined by the City Council in the exercise of its reasonable discretion, is so significant that it presents a unique opportunity for the City and its residents.
12. **Checklist of Procedures:** The City shall develop a checklist of procedures to allocate the responsibilities for filing and processing an Application between the City and the Applicant. It is intended that a copy of these policies and the checklist will be provided to each potential Applicant at the time the Applicant first contacts the City to discuss a potential Application.
13. **Inconsistencies:** In the event of an inconsistency between the terms of these policies and Act 198, the provisions of Act 198 shall prevail.

- 14. Schedule of Hearings:** The City Manager is hereby authorized to schedule the required public hearings for the creation of the industrial development district and consideration of the application for tax abatement, and to arrange for giving notice of these hearings as required by law. In his/her discretion, the City Manager may instead request that the City Council approve the time and date of these public hearings.

ATTACHMENT 1

ABATEMENT FORMULA

The term of the abatement approved in an IFT Certificate shall correspond to the whole number of the cumulative score of the criteria below added together, up to a period of 12 years.

Development: The amount of proposed new development of buildings and personal property	Less than \$500,000..... No Points \$500,001 to \$750,000..... 1 Point \$750,001 to \$1,000,000..... 2 Points \$1,000,001 to \$1,250,000..... 3 Points \$1,250,001 to \$1,500,000..... 4 Points \$1,500,001 to \$1,750,000..... 5 Points \$1,750,001 to \$2,000,000..... 6 Points Over \$2,000,001..... 7 Points
Quantity of Jobs: Total number of jobs created or retained by the project	Total number of jobs created or retained is multiplied by a factor of 0.15 to factor the number of points awarded.
Quality Jobs: The total number of jobs created or retained by the project which will have an hourly wage rate equivalent to or exceeding 125% of the federal poverty income guidelines for a family of 3 if health insurance is provided for; or at least 150% of the federal poverty guidelines for a family of 3 without providing health insurance.	Total numbers of jobs created or retained is multiplied by a factor of 0.4 to factor the number of points awarded.
New Economy Bonus: In order to attract and retain a diverse representation of business and industry, and to promote building a sustainable local economy, the City will award bonus points to projects in certain industries, and the research and office facilities of firms specializing in such fields.	High-Technology..... 6 Points Battery / Fuel Cells..... 6 Points Renewable Energy..... 4 Points Semiconductors..... 4 Points Medical Equipment Assembly..... 3 Points Aerospace / Defense..... 3 Points Pharmaceuticals..... 3 Points

Abatement Example: The following chart is to serve as an example of how the formula works.

Criteria	Proposed Project	Points
Development	\$1,100,000	3.00 Points
Quantity Jobs	25 x 0.15	3.75 Points
Quality Jobs	10 x 0.4	4.00 Points
New Economy Bonus	Paper Mill	0.00 Points
Total Project Points		10.75 Points

This company would be granted a 10 year IFT Certificate, as its project has 10 full points.

The total number of years the tax abatement may be granted shall be equal to the number of full (not partial) points calculated in accordance with the Abatement Formula no to exceed 12 years.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 20-22

**RESOLUTION APPROVING APPLICATION OF KING MILLING, FOR
AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE**

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following resolution:

WHEREAS, Act 198 of the Public Acts of Michigan of 1974, as amended ("Act 198"), authorizes the City to approve applications for Industrial Facilities Exemption Certificates; and

WHEREAS, pursuant to Act 198 and after a duly noticed public hearing held on January 22, 2019, this City Council by its resolution adopted January 22, 2019, established an Industrial Development District (Plant Rehabilitation District) as legally described in said resolution (the "District"); and

WHEREAS, King Milling (the "Applicant") has filed an application for an Industrial Facilities Exemption Certificate under the provisions of Act 198 for facilities to be located in the District and this City Council has set this time and date to give the Applicant, the City Assessor, a representative of each taxing unit which levies *ad valorem* property taxes in the City, and the residents and taxpayers of the City an opportunity to be heard regarding said application; and

WHEREAS, written notification of the hearing has been given, not less than 7 days prior to the hearing, to the Applicant, the City Assessor and to the legislative body of each taxing unit which levies *ad valorem* property taxes within the City and notice of the public hearing was published in the *Lowell Ledger*, a newspaper of general circulation in the City; and

WHEREAS, the Applicant, the City Assessor, a representative of the affected taxing units, and the residents and taxpayers of the City have been given an opportunity to be heard, and the City

Council has considered any objections with regard to the approval of an Industrial Facilities Exemption Certificate for the Applicant.

NOW, THEREFORE, BE IT HEREBY RESOLVED:

1. That this City Council finds as follows that:

(a) the facilities, for which the Industrial Facilities Exemption Certificate is requested, are new facilities (facilities to be rehabilitated) within the meaning of Act 198;

(b) the commencement of the construction and/or acquisition (rehabilitation) of the intended facilities occurred not more than six (6) months before the filing of the application for an Industrial Facilities Exemption Certificate by the Applicant;

(c) the facilities are calculated to have the reasonable likelihood to create employment and retain employment;

(d) the facilities will not cause the transfer of employment from another governmental unit in the State of Michigan to the City (the facilities will cause the transfer of employment from Lowell, Michigan ("Lowell"), to the City and the consent of King Milling to the transfer of employment will be (has been) obtained);

(e) the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificate previously granted and currently in force will not have the effect of substantially impeding the operation of the City or impair the financial soundness of the taxing units which levy *ad valorem* property taxes in the City.

2. That the application of the Applicant for an Industrial Facilities Exemption Certificate be and is hereby approved for a period of twelve (12) years (may approve for up to 12 years).

3. That the date of completion of the facilities subject to the Industrial Facilities Exemption Certificate shall be within two years of the effective date of the Industrial Facilities Exemption Certificate issued pursuant hereto.

4. That the cost of the new facilities to be covered by the Industrial Facilities Exemption Certificate is estimated to be \$42,500,000 (SEV \$42,500,000).

5. That approval of the Application is contingent upon the Applicant executing the Property Tax Abatement Agreement attached hereto as Exhibit A.

6. That all resolutions or parts of resolutions in conflict herewith are rescinded.

YEAS: Councilmember _____

NAYS: Councilmember _____

ABSTAIN: Councilmember _____

ABSENT: Councilmember _____

RESOLUTION DECLARED ADOPTED.

Dated: _____, 20__

City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a meeting held on June 20, 2022, 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: _____, 20__

City Clerk

EXHIBIT A – PROPERTY TAX ABATEMENT AGREEMENT

PROPERTY TAX ABATEMENT AGREEMENT

THIS PROPERTY TAX ABATEMENT AGREEMENT entered into as of June 20 , 2022, between the **CITY OF LOWELL**, a Michigan municipal corporation, of 301 E. Main Street, Lowell, Michigan 49331 (the "City"), and King Milling, a Subchapter S Corporation, of Lowell, Michigan 49331 (the "Applicant").

RECITALS

A. The Applicant has filed with the City an application (the "Application") for an industrial facilities exemption certificate (the "Certificate") pursuant to Act 198 of the Public Acts of Michigan of 1974, as amended.

B. To encourage the granting of the Certificate and in recognition of the forbearance of the City and other taxing entities to immediately receive the full benefit of the economic growth of the Applicant, the parties wish to ensure the City and other taxing entities will ultimately share in the benefits from this growth.

NOW, THEREFORE, in exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

AGREEMENT

1. The Application, a copy of which is attached as Exhibit A, is an integral part of this Agreement and details the Applicant's intended investment, creation of new jobs, retention of existing jobs and other development efforts.

2. The Applicant will submit a letter to the City no later than January 30th immediately following the second year after the issuance of the Certificate certifying:

- (a) Number of jobs created or retained.
- (b) Actual cost for both real and personal property acquisitions.
- (c) An explanation for a difference in the number of jobs created or total project costs differ from those described in the Application.

3. The Applicant will recertify the information outlined above every two (2) years through the expiration of the Certificate.

4. The Applicant understands and agrees that if employment has not been retained or reached, or the expansion or improvement was not substantially completed as described in the Application, the City may reduce the term of, or revoke, the Certification.

5. If the Applicant ceases operation of its facility in the City so that it is no longer employing people and producing goods and no successor employer is occupying the facility and providing industrial employment during the term of the Certificate then (i) if less than two (2) years has transpired since the approval of the Application, the City may require one hundred percent (100%) of the abated *ad valorem* property taxes be repaid by the Applicant to the City and other affected taxing units; (ii) if between two (2) years and less than four (4) years of the time has transpired since the approval of the Application, the City may require seventy-five percent (75%) of the abated *ad valorem* property taxes be repaid by the Applicant to the City and other affected taxing units; (iii) if between four (4) years and less than six (6) years has transpired since the approval of the Application, the City may require fifty percent (50%) of the abated *ad valorem* property taxes be repaid by the Applicant to the City and other affected taxing units; and (iv) if more than six (6) years has transpired since the approval of the Application, then no funds shall be repayable by the Applicant. In each situation, however, the Certificate may be prospectively revoked.

6. Any action to revoke the Certificate or to require repayment of the abated taxes shall be by resolution of the City Council, which may, before taking such action, consider any extenuating circumstances, such as general economic conditions, the Applicant's length of time in the City, and the number of employees. Prior to any City action concerning the reduction of the term or revocation of the Certificate or for recapture of abated taxes, the Applicant will have the right, upon its written request therefor, to a public hearing before the City Council.

7. If the City revokes the Certificate pursuant to paragraph 5 above and the rebated taxes are not repaid within thirty (30) days after such revocation, the City may add those unpaid, abated taxes to the property tax statement of any other premises previously or then currently occupied by the Applicant. To the extent permitted by law, such amount shall be a lien in the same nature as property taxes due and payable upon such premises.

By their signatures below, representatives of both the Applicant and the City acknowledge they are signing under the authority and on behalf of the parties.

CITY OF LOWELL

By _____
Mike DeVore, Mayor

By _____
Sue Ullery, City Clerk

By _____

Its _____

EXHIBIT A

INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE APPLICATION



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 17, 2022
TO: Mike Burns, City Manager *MB*
FROM: Susan Ullery, City Clerk *ssu*
RE: 2531 W. Main Street – Rezoning Request

At its meeting of May 9, 2022 the Planning Commission reviewed a request Ms. Kassandra Lippert of Scooter's Coffee regarding the rezoning of property located at 2531 West Main Street from I-1, Industrial District to C-3, General Business. The proposed use on the parcel is a drive-thru Scooter's Coffee Shop.

Recommended Motion: That the Lowell City Council accept the recommendation of the Planning Commission and approve this zoning map amendment, Ordinance 22-03.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 22-03

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP AS
ESTABLISHED IN APPENDIX A, "ZONING" OF THE CODE OF
ORDINANCES OF THE CITY OF LOWELL TO REZONE 2531 WEST
MAIN STREET FROM I INDUSTRIAL TO C-3 GENERAL BUSINESS**

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

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment of Official Zoning Map. The Official Zoning Map of the City of Lowell Zoning Map is amended such that the parcel in the list below is rezoned from the I Industrial District to the C-3 General Business District:

Parcel ID	Address	Current Zoning	Proposed Zoning
41-20-03-301-030	2531 West Main St	I Industrial	C-3 General Business

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.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: _____

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 _____, 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 _____, 2022. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2022, and was effective _____, 2022, ten (10) days after publication.

Dated: _____, 2022

Susan Ullery
City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 22-03

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP AS
ESTABLISHED IN APPENDIX A, "ZONING" OF THE CODE OF
ORDINANCES OF THE CITY OF LOWELL TO REZONE 2531 WEST
MAIN STREET FROM I INDUSTRIAL TO C-3 GENERAL BUSINESS**

The Lowell City Council adopted Ordinance No. 22-03 amending the City of Lowell Zoning Ordinance Map to rezone 2531 West Main Street from I Industrial to C-3 General Business District.

A copy of Ordinance No. 22-03 is available for inspection at City Hall, 301 E. Main Street in the City during regular business hours of the City.

Ordinance No. 22-03 is effective 10 days after this publication.

Susan Ullery
City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 22-__

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP AS ESTABLISHED IN APPENDIX A, "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL TO REZONE 2531 WEST MAIN STREET AS SPECIFIED HEREIN, OF AND FROM I INDUSTRIAL TO C-3 GENERAL BUSINESS TO 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 Official Zoning Map. The Official Zoning Map of the City of Lowell Zoning Map is amended such that the parcel in the list below is rezoned from the I ~~General~~ Industrial District to the C-3 General Business District:

Parcel ID	Address	Current Zoning	Proposed Zoning
41-20-03-301-030	2531 West Main St	I General Industrial	C-3 General Business

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.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: _____

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 _____, 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 _____, 2022. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2022, and was effective _____, 2022, ten (10) days after publication.

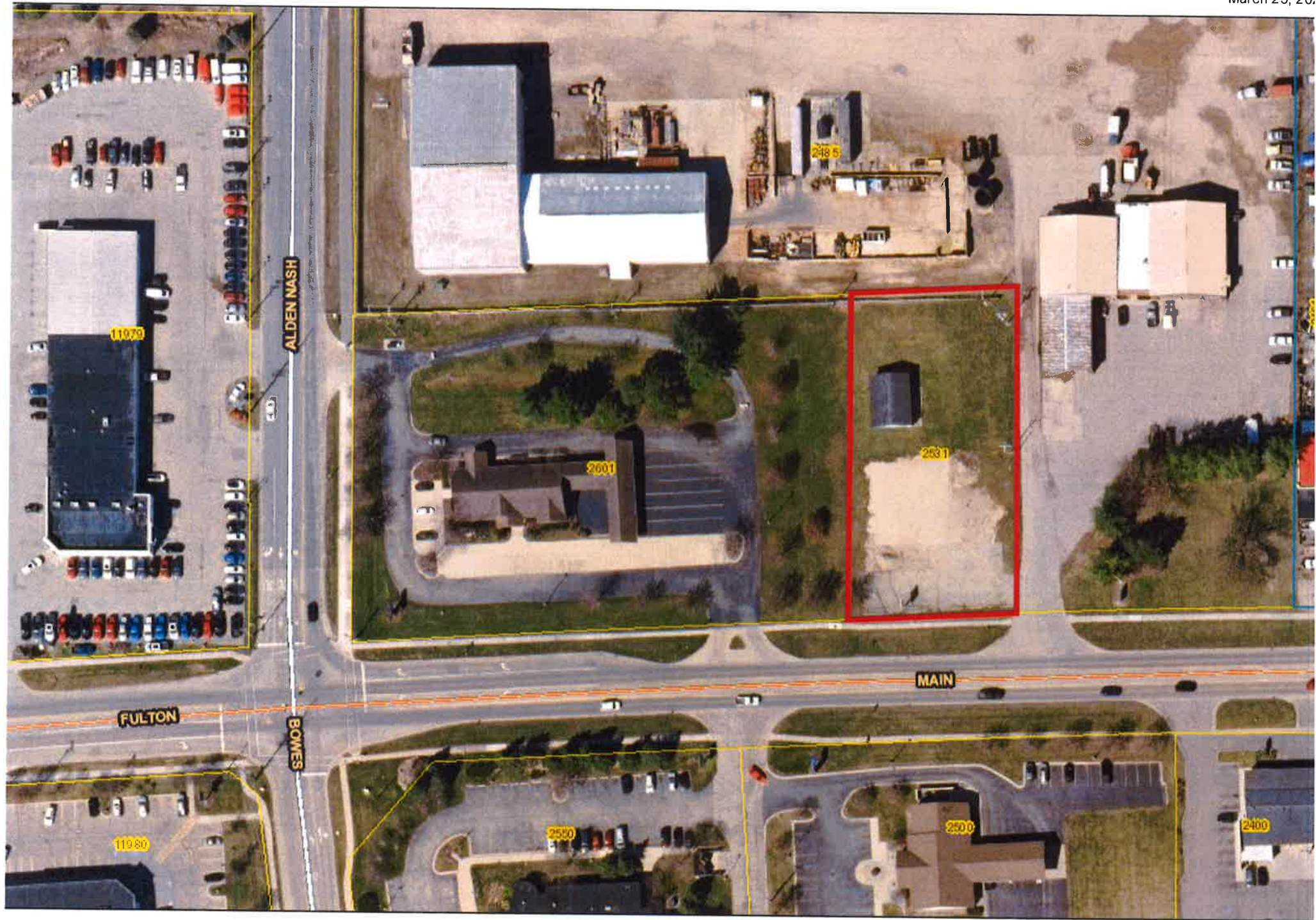
Dated: _____, 2022

Susan Ullery
City Clerk

SECTION I. Zoning Map Amendment

1. Street Address and/or Location of Request: 2531 W. Main Street, Lowell, MI 49331
2. Parcel Identification Number (Tax I.D. No.): # 41-20-03-301-030
3. Applicant's Name Krisandra Lippert, Scooter's Phone Number 210-818-5293
Address 10500 Sapp Brothers Drive Omaha NE 68138
Street City State Zip
Fax Number _____ Email Address krisandra.lippert@scooterscoffee.com
4. Are You: ☐ Property Owner ☐ Owner's Agent ☒ Contract Purchaser ☐ Option Holder
5. Applicant is being represented by: Matt Carey, Phone Number 262-754-8888
Pinnacle
Address 20725 Watertown Road, STE 100, Brookfield, WI 53186
6. Present Zoning of Parcel I, General Industrial Present Use of Parcel Vacant Building/Parking Lot
7. Master Plan Future Land Use Classification Mixed Use
8. Please use the lines below to state the request and the reason(s) for the request:
(attach additional pages as necessary)
A proposed drive-thru Scooter's Coffee shop is intended for the parcel. Per the 4/11/22 Pre-App meeting with the City, the site will need to be rezoned to C3 (General Business) to allow for this use. If successful, the necessary Site Plan Review and Special Land Use materials for the project would be submitted as it is intended to proceed with the construction of this project this year (2022).

9. For this application to be complete, the following information must be included:
- ☒ A map clearly illustrating the property to be considered for a zoning change, and the current zoning of all properties within ¼ mile, if applicable
- ☐ A legal description of the property to be considered for a rezoning, if applicable
(Not available per Kent County GIS)
- The facts presented above are true and correct to the best of my knowledge.**
- Signature: Krisandra Lippert Digitally signed by Krisandra Lippert
DN: cn=Krisandra Lippert, o=Scooter's Coffee, Inc., ou=Development Project Manager, CN=Krisandra Lippert
Date: 2022.04.12.09:25:35 -0500
- Type or Print Your Name Here: _____



williams&works

engineers | surveyors | planners

MEMORANDUM

To: City of Lowell Planning Commission
Date: May 5, 2022
From: Andy Moore, AICP
Tanya DeOliveira, AICP
RE: 2531 W Main Street – Rezoning Request

Ms. Kassanda Lippert of Scooter's Coffee has applied for the rezoning of property located at 2531 West Main Street from I-1, Industrial District to C-3, General Business. The proposed use on the parcel is a drive-thru Scooter's Coffee Shop. The purpose of this memorandum is to review the request pursuant to the City of Lowell Zoning Ordinance.



Background

The subject property (PPN 41-20-03-301-030) is an interior lot located on the north side of Main Street west of Alden Nash Ave, next to Mercantile Bank. It has an area of approximately 0.81 acres and is currently zoned I, Industrial. A building and parking lot are currently located on the site, which was formerly home to Lowell Chiropractic, but has been vacant for several years. While there has been some interest in the redevelopment of the site (most recently with Culligan Water), it has not materialized. The property to the west and north is owned by D&D Truck Repair Center. This area of the West Main Street corridor is a mostly suburban-style strip corridor containing commercial, industrial, and retail uses.

Zoning Review Criteria. Section 22.05 of the Zoning Ordinance sets forth criteria that must be considered when making a decision on a zoning amendment. These standards are listed below, along with our remarks on each.

1. If the proposed zoning amendment is consistent with the goals, policies, and future land use map of the city's master plan; or, if conditions have changed significantly since the master plan was adopted, if the zoning amendment is consistent with recent development trends in the area;

Remarks: The future land use map in the Master Plan identifies this parcel as being within the Mixed Use designation, which invites a combination of residential, commercial, and office land uses in the area. In our view, the overall character and development pattern of West Main Street contains some type of mixture of uses, though these uses

are primarily commercial and industrial. The proposed zoning amendment is generally consistent with the City's Master Plan.

The West Main Street corridor has experienced quite a bit of development activity over the last several years, including several adult-use marihuana facilities, a financial institution, fast-food restaurants, and others. Several of these uses are auto-oriented and contain drive-through facilities. Thus, the request is consistent with general development trends in the area. The Planning Commission may find that this standard is met.

2. If the zoning amendment is compatible with existing or future land uses in the vicinity;
and

Remarks: The subject property is currently within the General Industrial District, and is surrounded by the industrially-zoned properties to the north, west, and east. The parcels to the south are within the C3, General Commercial district. The City's future land use map anticipates that the subject parcel (and those surrounding it) will become Mixed Use. The properties to the north and east are planned to remain industrial.

Presently, the parcel has a vacant building and parking lot. It's adjacent to a Mercantile Bank of Michigan (west), the D & D Truck Repair Center (north and east), and a River Valley Credit Union (south). The Mixed Use land use category is intended to permit a mixture of residential, office, and commercial land uses, which aligns with the existing land uses on this parcel, as well as the parcels to the west and south. The proposed use of the property suggests that it will be compatible with the existing and future uses in the area.

Given the character of the West Main Street corridor, the rezoning request is, in our opinion, consistent with existing and future land uses in the vicinity. The Planning Commission may find that this standard is met.

3. If the site is capable of accommodating all uses allowed by the zoning change, considering existing or planned public infrastructure, including streets, sanitary sewers, storm water, water, sidewalks, and street lighting.

Remarks: The requested rezoning from I-1 to C-3 likely decreases the overall intensity of land uses that would be permitted on the property. While the relatively small area of the parcel (0.81 acres) may preclude the property from accommodating all possible uses permitted under C-3, this is also likely the case with its existing I-1 zoning designation. Rezoning to C-3 is likely to result in a wider range of uses permitted on the site. It is plausible that industrial impeded redevelopment as the parcel's small area likely rendered it unworkable for many industrial activities, so a rezoning to C-3 appears to be a step in the right direction considering the site's area, geometry, and location within the West Main Street corridor.

Recommendation

At the May 9, 2022 meeting, the Planning Commission should carefully consider any comments from the applicant and public. Subject to those comments, it is our recommendation that the Planning Commission recommend approval of the request to the City Council.

Please feel free to contact us if there are additional questions or comments.

SECOND ADDENDUM TO EMPLOYMENT AGREEMENT

THIS SECOND ADDENDUM TO EMPLOYMENT AGREEMENT (the "Second Addendum") is made and entered into as of _____, 2022 by and between the **CITY OF LOWELL**, a Michigan municipal corporation (the "City"), 301 East Main Street, Lowell, Michigan 49331 and **MICHAEL T. BURNS** ("Mr. Burns"), 301 East Main Street, Lowell, Michigan 49331.

RECITALS

- A. The City and Mr. Burns have entered into an Employment Agreement (the "Agreement") dated August 1, 2016, employing the services of Mr. Burns as City Manager of the City.
- B. The City and Mr. Burns have previously modified the terms and conditions of the Agreement as set forth in a First Addendum to Employment Agreement dated as of January 22, 2019.
- C. The City and Mr. Burns have agreed to further modify in certain respects the terms and conditions of the Agreement, as amended.

NOW, THEREFORE, in exchange for consideration in, or referred to by, the Agreement, the First Addendum, and this Second Addendum, and the benefits to be derived therefrom, receipt of which is severally acknowledged, the City and Mr. Burns agree as follows:

Section 1. Amendment to Section 3. The third sentence of Section 3, "Compensation," of the Agreement, as amended, is further amended to read as follows:

Thereafter, so long as Mr. Burns shall remain in the employ of the City as City Manager, the City Council shall annually review Mr. Burns' compensation as a part of his annual performance evaluation and determine Mr. Burns' compensation for the succeeding annual period, *provided, however*, during his employment as City Manager, Mr. Burns shall receive a salary of (a) \$111,000 for the annual period commencing July 1, 2022, and ending June 30, 2023, (b) \$116,550 for the annual period commencing July 1, 2023, and ending June 30, 2024, and (c) \$122,378 for the annual period commencing July 1, 2024, and ending June 30, 2025.

Section 2. Amendment to Section 11. Section 11, "Vehicle Allowance," is amended in its entirety to read as follows:

During the term of this Agreement Mr. Burns shall receive a motor vehicle allowance of \$600 per month as compensation for the business use of his personal vehicle.

Section 3. Ratification and Confirmation. Except as otherwise provided in this Second Addendum, the Agreement is in all other respects hereby ratified and confirmed.

Section 4. Defined Terms. All capitalized terms used in this Second Addendum and not defined shall have such meaning as defined in the Agreement.

IN WITNESS WHEREOF, the City and Mr. Burns have executed this Second Addendum to Employment Agreement as of the first day written above.

CITY OF LOWELL

By: _____
Michael DeVore, Mayor

Attest: _____
Susan Ullery, City Clerk

MICHAEL T. BURNS

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,206,594.96	2,101,995.07	30,006.38	104,599.89	95.26
STATE	STATE GRANTS	633,516.00	645,347.46	397.04	(11,831.46)	101.87
LICPER	LICENSES AND PERMITS	102,918.00	98,031.95	25,273.81	4,886.05	95.25
CHARGES	CHARGES FOR SERVICES	357,083.00	64,691.73	11,646.53	292,391.27	18.12
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	11,150.00	33,933.92	1,808.25	(22,783.92)	304.34
INT	INTEREST AND RENTS	15,000.00	0.00	0.00	15,000.00	0.00
TRANSIN	TRANSFERS IN	312,632.00	293,518.76	0.00	19,113.24	93.89
LOCAL	LOCAL CONTRIBUTIONS	12,108.00	10,692.45	0.00	1,415.55	88.31
FINES	FINES AND FORFEITURES	4,200.00	8,094.80	477.30	(3,894.80)	192.73
TOTAL REVENUES		3,655,201.96	3,256,306.14	69,609.31	398,895.82	89.09
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	20,752.00	19,525.98	166.03	1,226.02	94.09
172	MANAGER	168,825.74	173,004.35	8,358.47	(4,178.61)	102.48
191	ELECTIONS	5,701.00	4,647.40	0.00	1,053.60	81.52
209	ASSESSOR	59,620.00	46,651.89	4,425.23	12,968.11	78.25
210	ATTORNEY	75,000.00	59,547.11	615.00	15,452.89	79.40
215	CLERK	152,085.98	146,630.86	8,343.21	5,455.12	96.41
253	TREASURER	276,626.18	247,644.29	11,283.03	28,981.89	89.52
265	CITY HALL	138,053.89	140,250.73	8,074.56	(2,196.84)	101.59
276	CEMETERY	123,448.09	115,879.76	7,499.55	7,568.33	93.87
294	UNALLOCATED MISCELLANEOUS	12,000.00	67,422.00	0.00	(55,422.00)	561.85
301	POLICE DEPARTMENT	1,000,392.33	812,719.91	53,446.87	187,672.42	81.24
305	CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00
336	FIRE	129,000.00	139,025.61	0.00	(10,025.61)	107.77
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	51,873.07	62,271.81	7,597.46	(10,398.74)	120.05
426	EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00
441	DEPARTMENT OF PUBLIC WORKS	317,639.01	213,498.67	13,529.44	104,140.34	67.21
442	SIDEWALK	4,152.16	3,327.57	115.17	824.59	80.14
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	5,500.00	4,888.16	332.32	611.84	88.88
751	PARKS	230,008.10	214,773.33	21,721.48	15,234.77	93.38
757	SHOWBOAT	10,615.00	0.00	0.00	10,615.00	0.00
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	5,000.00	5,000.00	0.00	0.00	100.00
790	LIBRARY	82,886.10	80,521.40	8,221.76	2,364.70	97.15
803	HISTORICAL DISTRICT COMMISSION	0.00	0.00	0.00	0.00	0.00
804	MUSEUM	52,699.69	42,948.66	1,539.91	9,751.03	81.50
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	737,632.00	448,905.38	0.00	288,726.62	60.86
TOTAL EXPENDITURES		3,659,510.34	3,049,084.87	155,269.49	610,425.47	83.32
TOTAL REVENUES		3,655,201.96	3,256,306.14	69,609.31	398,895.82	89.09
TOTAL EXPENDITURES		3,659,510.34	3,049,084.87	155,269.49	610,425.47	83.32
NET OF REVENUES & EXPENDITURES		(4,308.38)	207,221.27	(85,660.18)	(211,529.65)	4,809.73

06/17/2022 01:34 PM
User: SUE
DB: Lowell

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2022

Page: 2/24

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2022	MONTH 05/31/2022	BALANCE	USED

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	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	63,333.33	0.00	0.00	63,333.33	0.00
OTHER	OTHER REVENUE	355,325.00	297,072.54	31,348.64	58,252.46	83.61
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		418,658.33	297,072.54	31,348.64	121,585.79	70.96
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	7,500.00	29,130.76	143.00	(21,630.76)	388.41
463	MAINTENANCE	41,440.22	29,846.12	6,368.48	11,594.10	72.02
474	TRAFFIC	12,471.85	5,435.53	162.09	7,036.32	43.58
478	WINTER MAINTENANCE	61,714.19	62,938.20	572.66	(1,224.01)	101.98
483	ADMINISTRATION	17,444.00	5,531.15	2,634.15	11,912.85	31.71
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	341,662.50	0.00	0.00	341,662.50	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		482,232.76	132,881.76	9,880.38	349,351.00	27.56
TOTAL REVENUES		418,658.33	297,072.54	31,348.64	121,585.79	70.96
TOTAL EXPENDITURES		482,232.76	132,881.76	9,880.38	349,351.00	27.56
NET OF REVENUES & EXPENDITURES		(63,574.43)	164,190.78	21,468.26	(227,765.21)	258.27

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	250,000.00	0.00	0.00	250,000.00	0.00
CHARGES	CHARGES FOR SERVICES	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	137,721.00	115,325.09	11,857.87	22,395.91	83.74
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	611,662.50	423,905.38	0.00	187,757.12	69.30
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		999,383.50	539,230.47	11,857.87	460,153.03	53.96
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	1,043,333.33	381,523.41	8,375.46	661,809.92	36.57
463	MAINTENANCE	91,963.79	63,091.09	5,683.09	28,872.70	68.60
474	TRAFFIC	13,071.34	9,948.37	1,913.00	3,122.97	76.11
478	WINTER MAINTENANCE	86,160.61	68,895.21	1,157.89	17,265.40	79.96
483	ADMINISTRATION	20,162.00	6,246.65	2,634.15	13,915.35	30.98
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		1,254,691.07	529,704.73	19,763.59	724,986.34	42.22
TOTAL REVENUES		999,383.50	539,230.47	11,857.87	460,153.03	53.96
TOTAL EXPENDITURES		1,254,691.07	529,704.73	19,763.59	724,986.34	42.22
NET OF REVENUES & EXPENDITURES		(255,307.57)	9,525.74	(7,905.72)	(264,833.31)	3.73

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	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	0.00	0.00	0.00	0.00
TOTAL REVENUES		25,000.00	0.00	0.00	25,000.00	0.00
Expenditures						
000		25,000.00	58,229.00	2,395.00	(33,229.00)	232.92
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,000.00	58,229.00	2,395.00	(33,229.00)	232.92
TOTAL REVENUES		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL EXPENDITURES		25,000.00	58,229.00	2,395.00	(33,229.00)	232.92
NET OF REVENUES & EXPENDITURES		0.00	(58,229.00)	(2,395.00)	58,229.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	755,000.00	786,226.38	0.00	(31,226.38)	104.14
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	2,500.00	0.00	0.00	2,500.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		757,500.00	786,226.38	0.00	(28,726.38)	103.79
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	270,000.00	156,115.19	0.00	113,884.81	57.82
463	MAINTENANCE	164,738.25	96,588.61	6,490.15	68,149.64	58.63
483	ADMINISTRATION	65,130.34	44,661.81	3,091.31	20,468.53	68.57
740	COMMUNITY PROMOTIONS	65,000.00	13,582.00	0.00	51,418.00	20.90
906	DEBT SERVICE	34,263.28	34,752.54	0.00	(489.26)	101.43
965	TRANSFERS OUT	496,632.00	293,518.76	0.00	203,113.24	59.10
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,095,763.87	639,218.91	9,581.46	456,544.96	58.34
TOTAL REVENUES		757,500.00	786,226.38	0.00	(28,726.38)	103.79
TOTAL EXPENDITURES		1,095,763.87	639,218.91	9,581.46	456,544.96	58.34
NET OF REVENUES & EXPENDITURES		(338,263.87)	147,007.47	(9,581.46)	(485,271.34)	43.46

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	75,000.00	98,686.00	3,558.00	(23,686.00)	131.58
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		75,000.00	98,686.00	3,558.00	(23,686.00)	131.58
Expenditures						
371	BUILDING INSPECTION DEPARTMENT	65,000.00	86,862.60	3,202.20	(21,862.60)	133.63
TOTAL EXPENDITURES		65,000.00	86,862.60	3,202.20	(21,862.60)	133.63
TOTAL REVENUES		75,000.00	98,686.00	3,558.00	(23,686.00)	131.58
TOTAL EXPENDITURES		65,000.00	86,862.60	3,202.20	(21,862.60)	133.63
NET OF REVENUES & EXPENDITURES		10,000.00	11,823.40	355.80	(1,823.40)	118.23

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	0.00	219,165.02	0.00	(219,165.02)	100.00
CHARGES	CHARGES FOR SERVICES	0.00	7,000.00	0.00	(7,000.00)	100.00
OTHER	OTHER REVENUE	150,000.00	116,497.46	0.00	33,502.54	77.66
INT	INTEREST AND RENTS	1,000.00	1,515.00	115.00	(515.00)	151.50
TRANSIN	TRANSFERS IN	0.00	3,063.18	0.00	(3,063.18)	100.00
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		151,000.00	347,240.66	115.00	(196,240.66)	229.96
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	0.00	77,891.35	0.00	(77,891.35)	100.00
442	SIDEWALK	0.00	0.00	0.00	0.00	0.00
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
474	TRAFFIC	0.00	0.00	0.00	0.00	0.00
747	CHAMBER/RIVERWALK	0.00	76,566.60	0.00	(76,566.60)	100.00
751	PARKS	150,000.00	156,799.29	0.00	(6,799.29)	104.53
758	DOG PARK	1,000.00	1,916.83	52.01	(916.83)	191.68
759	COMMUNITY GARDEN	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	0.00	9,811.00	8,811.00	(9,811.00)	100.00
790	LIBRARY	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		151,000.00	322,985.07	8,863.01	(171,985.07)	213.90
TOTAL REVENUES		151,000.00	347,240.66	115.00	(196,240.66)	229.96
TOTAL EXPENDITURES		151,000.00	322,985.07	8,863.01	(171,985.07)	213.90
NET OF REVENUES & EXPENDITURES		0.00	24,255.59	(8,748.01)	(24,255.59)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	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	312,632.00	0.00	0.00	312,632.00	0.00
TOTAL REVENUES		312,632.00	0.00	0.00	312,632.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
906	DEBT SERVICE	312,632.00	294,138.76	0.00	18,493.24	94.08
TOTAL EXPENDITURES		312,632.00	294,138.76	0.00	18,493.24	94.08
TOTAL REVENUES		312,632.00	0.00	0.00	312,632.00	0.00
TOTAL EXPENDITURES		312,632.00	294,138.76	0.00	18,493.24	94.08
NET OF REVENUES & EXPENDITURES		0.00	(294,138.76)	0.00	294,138.76	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 402 - FIRE CAPITAL FUND						
Revenues						
TRANSIN	TRANSFERS IN	150,000.00	0.00	0.00	150,000.00	0.00
TOTAL REVENUES		150,000.00	0.00	0.00	150,000.00	0.00
Expenditures						
336	FIRE	125,000.00	0.00	0.00	125,000.00	0.00
TOTAL EXPENDITURES		125,000.00	0.00	0.00	125,000.00	0.00
TOTAL REVENUES		150,000.00	0.00	0.00	150,000.00	0.00
TOTAL EXPENDITURES		125,000.00	0.00	0.00	125,000.00	0.00
NET OF REVENUES & EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	24,936.00	24,814.28	2,478.42	121.72	99.51
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	52,100.00	51,620.00	2,290.00	480.00	99.08
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		77,036.00	76,434.28	4,768.42	601.72	99.22
Expenditures						
000		78,000.00	64,551.45	2,623.45	13,448.55	82.76
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		78,000.00	64,551.45	2,623.45	13,448.55	82.76
TOTAL REVENUES		77,036.00	76,434.28	4,768.42	601.72	99.22
TOTAL EXPENDITURES		78,000.00	64,551.45	2,623.45	13,448.55	82.76
NET OF REVENUES & EXPENDITURES		(964.00)	11,882.83	2,144.97	(12,846.83)	1,232.66

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	131,000.00	0.00	0.00	131,000.00	0.00
CHARGES	CHARGES FOR SERVICES	1,101,418.07	999,609.10	101,103.91	101,808.97	90.76
FED	FEDERAL GRANTS	63,333.00	0.00	0.00	63,333.00	0.00
OTHER	OTHER REVENUE	100.00	1,489.32	0.00	(1,389.32)	1,489.32
INT	INTEREST AND RENTS	7,000.00	0.00	0.00	7,000.00	0.00
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		1,302,851.07	1,001,098.42	101,103.91	301,752.65	76.84
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	599,665.00	498,699.35	15,924.00	100,965.65	83.16
551	COLLECTION	432,592.18	231,256.48	10,563.45	201,335.70	53.46
552	CUSTOMER ACCOUNTS	74,281.26	77,251.06	2,760.94	(2,969.80)	104.00
553	ADMINISTRATION	388,791.50	161,005.12	0.00	227,786.38	41.41
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,495,329.94	968,212.01	29,248.39	527,117.93	64.75
TOTAL REVENUES		1,302,851.07	1,001,098.42	101,103.91	301,752.65	76.84
TOTAL EXPENDITURES		1,495,329.94	968,212.01	29,248.39	527,117.93	64.75
NET OF REVENUES & EXPENDITURES		(192,478.87)	32,886.41	71,855.52	(225,365.28)	17.09

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,203,918.38	1,162,663.90	108,085.74	41,254.48	96.57
OTHER	OTHER REVENUE	68,333.33	1,896.94	0.00	66,436.39	2.78
INT	INTEREST AND RENTS	8,040.00	5,720.00	520.00	2,320.00	71.14
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,280,291.71	1,170,280.84	108,605.74	110,010.87	91.41
Expenditures						
000		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	765,945.83	372,616.03	31,482.06	393,329.80	48.65
571	DISTRIBUTION	428,999.87	406,951.50	25,313.13	22,048.37	94.86
572	CUSTOMER ACCOUNTS	80,959.87	82,209.07	2,827.27	(1,249.20)	101.54
573	ADMINISTRATION	374,437.50	88,073.34	36.75	286,364.16	23.52
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		1,650,343.07	949,849.94	59,659.21	700,493.13	57.55
TOTAL REVENUES		1,280,291.71	1,170,280.84	108,605.74	110,010.87	91.41
TOTAL EXPENDITURES		1,650,343.07	949,849.94	59,659.21	700,493.13	57.55
NET OF REVENUES & EXPENDITURES		(370,051.36)	220,430.90	48,946.53	(590,482.26)	59.57

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 597 -	ELECTRIC CHARGING STATION FUND					
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	105.34	105.34	(105.34)	100.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	105.34	105.34	(105.34)	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
463	MAINTENANCE	0.00	1,109.34	1,109.34	(1,109.34)	100.00
TOTAL EXPENDITURES		0.00	1,109.34	1,109.34	(1,109.34)	100.00
TOTAL REVENUES		0.00	105.34	105.34	(105.34)	100.00
TOTAL EXPENDITURES		0.00	1,109.34	1,109.34	(1,109.34)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(1,004.00)	(1,004.00)	1,004.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 598 - CABLE TV FUND						
Revenues						
OTHER	OTHER REVENUE	109,000.00	104,131.35	0.00	4,868.65	95.53
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		109,000.00	104,131.35	0.00	4,868.65	95.53
Expenditures						
000		105,000.00	25,757.50	0.00	79,242.50	24.53
906	DEBT SERVICE	4,000.00	10,543.85	0.00	(6,543.85)	263.60
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		109,000.00	36,301.35	0.00	72,698.65	33.30
TOTAL REVENUES		109,000.00	104,131.35	0.00	4,868.65	95.53
TOTAL EXPENDITURES		109,000.00	36,301.35	0.00	72,698.65	33.30
NET OF REVENUES & EXPENDITURES		0.00	67,830.00	0.00	(67,830.00)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
OTHER	OTHER REVENUE	2,000.00	1,529.05	0.00	470.95	76.45
INT	INTEREST AND RENTS	120,406.00	120,406.00	0.00	0.00	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		122,406.00	121,935.05	0.00	470.95	99.62
Expenditures						
000		144,298.94	88,451.06	2,608.61	55,847.88	61.30
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		144,298.94	88,451.06	2,608.61	55,847.88	61.30
TOTAL REVENUES		122,406.00	121,935.05	0.00	470.95	99.62
TOTAL EXPENDITURES		144,298.94	88,451.06	2,608.61	55,847.88	61.30
NET OF REVENUES & EXPENDITURES		(21,892.94)	33,483.99	(2,608.61)	(55,376.93)	152.94

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	231,375.00	224,774.13	15,253.86	6,600.87	97.15
OTHER	OTHER REVENUE	0.00	16,472.19	3,282.17	(16,472.19)	100.00
INT	INTEREST AND RENTS	816.48	0.00	0.00	816.48	0.00
TRANSIN	TRANSFERS IN	25,000.00	25,000.00	0.00	0.00	100.00
TOTAL REVENUES		257,191.48	266,246.32	18,536.03	(9,054.84)	103.52
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	371,582.95	181,396.57	2,962.51	190,186.38	48.82
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		371,582.95	181,396.57	2,962.51	190,186.38	48.82
TOTAL REVENUES		257,191.48	266,246.32	18,536.03	(9,054.84)	103.52
TOTAL EXPENDITURES		371,582.95	181,396.57	2,962.51	190,186.38	48.82
NET OF REVENUES & EXPENDITURES		(114,391.47)	84,849.75	15,573.52	(199,241.22)	74.17

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	6,500.00	11,100.00	2,750.00	(4,600.00)	170.77
INT	INTEREST AND RENTS	1,000.00	0.00	0.00	1,000.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		7,500.00	11,100.00	2,750.00	(3,600.00)	148.00
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		7,500.00	11,100.00	2,750.00	(3,600.00)	148.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		7,500.00	11,100.00	2,750.00	(3,600.00)	148.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	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	(281.77)	(111.34)	4,281.77	(7.04)
TOTAL REVENUES		4,000.00	(281.77)	(111.34)	4,281.77	(7.04)
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	(281.77)	(111.34)	4,281.77	7.04
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(281.77)	(111.34)	281.77	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
OTHER	OTHER REVENUE	45,000.00	19,000.00	0.00	26,000.00	42.22
INT	INTEREST AND RENTS	0.00	(797.97)	0.00	797.97	100.00
TOTAL REVENUES		45,000.00	18,202.03	0.00	26,797.97	40.45
Expenditures						
000		45,000.00	24,500.00	0.00	20,500.00	54.44
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	24,500.00	0.00	20,500.00	54.44
TOTAL REVENUES		45,000.00	18,202.03	0.00	26,797.97	40.45
TOTAL EXPENDITURES		45,000.00	24,500.00	0.00	20,500.00	54.44
NET OF REVENUES & EXPENDITURES		0.00	(6,297.97)	0.00	6,297.97	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	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	0.00	0.00	100.00	0.00
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.00
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	0.00	0.00	100.00	0.00
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	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

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	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	250.00	0.00	0.00	250.00	0.00
TOTAL REVENUES		250.00	0.00	0.00	250.00	0.00
Expenditures						
000		250.00	0.00	0.00	250.00	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		250.00	0.00	0.00	250.00	0.00
TOTAL REVENUES		250.00	0.00	0.00	250.00	0.00
TOTAL EXPENDITURES		250.00	0.00	0.00	250.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 05/31/2022	ACTIVITY FOR MONTH 05/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 737 - OTHER POST EMPLOYEE BENEFITS						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	68,000.00	68,064.17	0.00	(64.17)	100.09
TOTAL REVENUES		68,000.00	68,064.17	0.00	(64.17)	100.09
Expenditures						
483	ADMINISTRATION	68,064.17	62,196.75	11,308.50	5,867.42	91.38
TOTAL EXPENDITURES		68,064.17	62,196.75	11,308.50	5,867.42	91.38
TOTAL REVENUES		68,000.00	68,064.17	0.00	(64.17)	100.09
TOTAL EXPENDITURES		68,064.17	62,196.75	11,308.50	5,867.42	91.38
NET OF REVENUES & EXPENDITURES		(64.17)	5,867.42	(11,308.50)	(5,931.59)	9,143.56
TOTAL REVENUES - ALL FUNDS		9,818,002.05	8,162,078.22	352,246.92	1,655,923.83	83.13
TOTAL EXPENDITURES - ALL FUNDS		11,136,799.11	7,489,674.17	318,475.14	3,647,124.94	67.25
NET OF REVENUES & EXPENDITURES		(1,318,797.06)	672,404.05	33,771.78	(1,991,201.11)	50.99

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING AGENDA

Thursday, June 9, 2022, at 7:00 PM
Look Memorial Fire Station

1. ROLL CALL

2. APPROVAL OF THE AGENDA

3. APPROVAL OF THE MINUTES

- A. Approval of the Regular Meeting Minutes from March 10, 2022
- B. Approval of the Work Group Meeting Minutes from March 10, 2022

4. FINANCIAL REPORTS

- A. FINANCIAL REPORT April 2022
- B. FINANCIAL REPORT May 2022
- C. FINANCIAL REPORT June 2022
- D. Budget Amendments

5. PUBLIC COMMENT (MAXIMUM OF 2 MINUTES PER SPEAKER)

6. Guest Speaker.

7. OLD BUSINESS

- A. Fire Authority Bylaw updates
- B Fire Authority Agreement update

8. NEW BUSINESS

- A. Sale of old equipment
- B. Part time staffing discussion
- C. EMT course funding
- D. Reporting Software purchase discussion
- D. Promotion of part-time firefighter Brenda Herron to fulltime firefighter

9. COMMITTEE REPORTS

- A. Capital Appropriations
- B. Financial

10. FIRE CHIEF'S REPORT AND UPDATES

12. MEMBER COMMENTS

13. DATE FOR NEXT MEETING(S)
July 14th 2022 at 7:00 PM

14. ADJOURNMENT



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

Wednesday, June 08, 2022

Fire Authority Board:

We responded to 76 total incidents for the month of May, bringing the 2022 year to date calls to 407. Including a mobile home fire and a room and content fire in the City, and a shed fire in the Lowell TWP.

A number of our staff took part in live fire training with Cascade Fire at the Barry County Live Fire Training Center. This training is invaluable, especially for new staff just completing the Fire Academy.

Engine 3 experienced a failure of the power starring pump, the pump was replaced and truck was out of service for about 3 days. The cost of this repair was covered by the county.

Engine 1 chassis inspection was completed (pictures attached) and the chassis will be delivered to Spencer Fire Apparatus in the next few weeks.

We have several large scale trainings scheduled for June at the Middle School prior to demo of part of the building.

The entire Fire Department and our families along with the Oswald family would like to thank the members of the Authority Board for their support following the passing of Penny Oswald.

Please feel free to contact me at (616) 840-1422 with any questions or concerns.

Respectfully, Shannon Witherell

Fire Chief, Lowell Area Fire Dept.

Lowell Area Fire Dept.

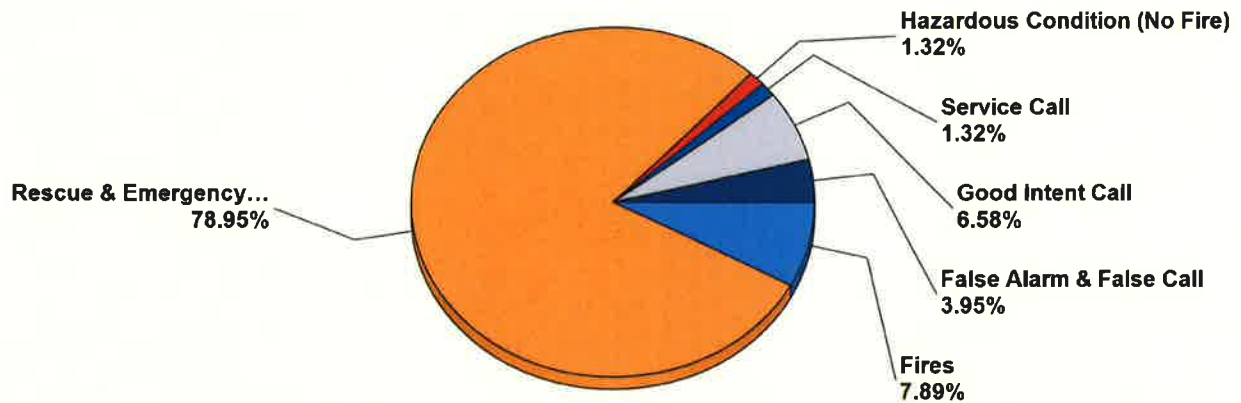
Lowell, MI

This report was generated on 6/3/2022 10:21:37 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2022 | End Date: 05/31/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	7.89%
Rescue & Emergency Medical Service	60	78.95%
Hazardous Condition (No Fire)	1	1.32%
Service Call	1	1.32%
Good Intent Call	5	6.58%
False Alarm & False Call	3	3.95%
TOTAL	76	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



emergencyreporting.com
Doc Id: 553
Page # 1 of 2

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	2.63%
123 - Fire in portable building, fixed location	1	1.32%
141 - Forest, woods or wildland fire	2	2.63%
142 - Brush or brush-and-grass mixture fire	1	1.32%
311 - Medical assist, assist EMS crew	2	2.63%
321 - EMS call, excluding vehicle accident with injury	56	73.68%
322 - Motor vehicle accident with injuries	1	1.32%
324 - Motor vehicle accident with no injuries.	1	1.32%
424 - Carbon monoxide incident	1	1.32%
561 - Unauthorized burning	1	1.32%
600 - Good intent call, other	1	1.32%
611 - Dispatched & cancelled en route	3	3.95%
651 - Smoke scare, odor of smoke	1	1.32%
700 - False alarm or false call, other	2	2.63%
743 - Smoke detector activation, no fire - unintentional	1	1.32%
TOTAL INCIDENTS:	76	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Lowell Area Fire Dept.

Lowell, MI

This report was generated on 6/3/2022 10:17:55 AM



Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 05/01/2022 | End Date: 05/31/2022

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	34	41:14
Lowell Township - Lowell Township	22	51:35
Vergennes Township - Vergennes Township	20	65:33
TOTAL	76	158:21

NOTE that this report takes into consideration ONLY those Personnel that are associated with an Apparatus, and that only Reviewed incidents are included in the counts.



emergencyreporting.com

Doc Id: 1306

Page # 1 of 1

Lowell Area Fire Dept.

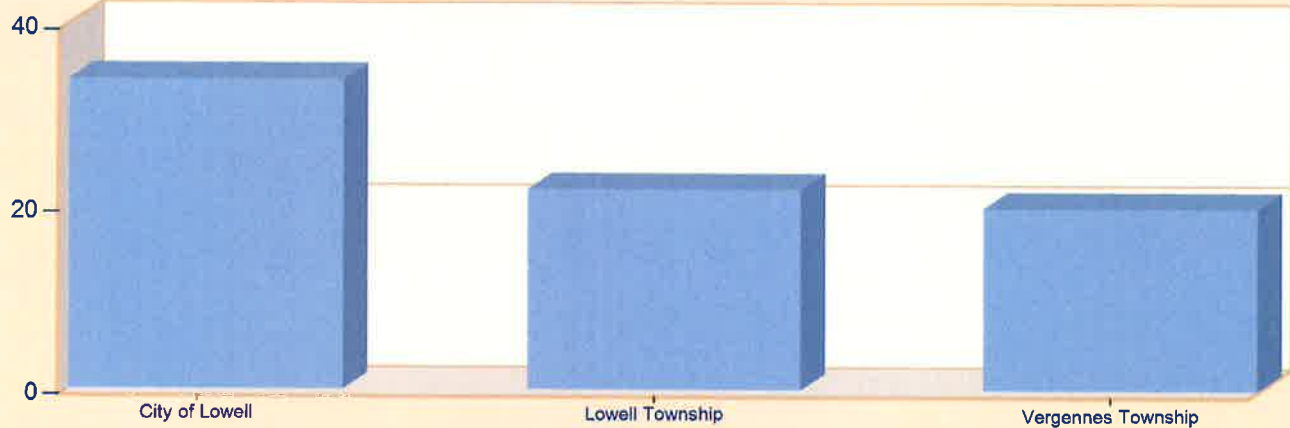
Lowell, MI

This report was generated on 6/3/2022 10:13:06 AM



Incident Type Count per Zone for Date Range

Start Date: 05/01/2022 | End Date: 05/31/2022



ZONES	INCIDENT TYPE	COUNT
City of Lowell - City		
	111 - Building fire	2
	321 - EMS call, excluding vehicle accident with injury	27
	600 - Good intent call, other	1
	611 - Dispatched & cancelled en route	2
	700 - False alarm or false call, other	2
	Total Incidents for City of Lowell - City :	34
Lowell Township - Lowell Township		
	123 - Fire in portable building, fixed location	1
	141 - Forest, woods or wildland fire	1
	311 - Medical assist, assist EMS crew	1
	321 - EMS call, excluding vehicle accident with injury	16
	322 - Motor vehicle accident with injuries	1
	561 - Unauthorized burning	1
	743 - Smoke detector activation, no fire - unintentional	1
	Total Incidents for Lowell Township - Lowell Township	22
Vergennes Township - Vergennes Township		
	141 - Forest, woods or wildland fire	1
	142 - Brush or brush-and-grass mixture fire	1
	311 - Medical assist, assist EMS crew	1
	321 - EMS call, excluding vehicle accident with injury	13

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



emergencyreporting.com
Doc Id: 1404
Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	324 - Motor vehicle accident with no injuries.	1
	424 - Carbon monoxide incident	1
	611 - Dispatched & cancelled en route	1
	651 - Smoke scare, odor of smoke	1
	<i>Total Incidents for Vergennes Township - Vergennes Township</i>	20
<i>Total Count for all Zone:</i>		76

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI. 49331

Phone: 616-897-5929 Fax: 616- -

Next Place to Be**1781****INVOICE****Police**

Print Date: 06/02/2022

Work Completed: 06/02/2022

2017 Ford - Police Interceptor Utility

3.7L, V6 (227CI) VIN(R), 6 speed Automatic 6F55, 4-Wheel

Lic # : 002 X 979 - MI

Odometer In :

Unit # : 839

Odometer Out :

Cust ID : 2

VIN # : 1FM5K8AR7 HGA63347

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Extended
Moulding. Invoice 518193, Elite Body Shop 5-25-2022 BBb5Z7820554AC	1.00	46.24	46.24			
[Technicians : Brecken, Ralph M219037]						

Org. Estimate \$ 46.24

Revisions \$ 0.00

Current Estimate \$ 46.24

Additional Cost

Revised Estimate

Labor: 0.00**Parts: 46.24****Sub: 46.24****Tax: 0.00****Total: \$46.24****Bal Due: \$0.00**

[Payments - Cash - \$46.24]

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI 49331

Phone: 616-897-5929 Fax: 616- -

Posted Totals by Invoice Number

Report Date: 06/06/2022

Period From: 05/01/2022 To: 05/31/2022

Invoice Number	Date	Name	Tax	Total	Balance Due
001778	05/17/2022	Police	0.00	65.10	
001779	05/12/2022	Equipment	0.00	0.00	
001780	05/25/2022	Police	0.00	69.60	
001781	05/25/2022	Police	0.00	46.24	
Grand Totals:			0.00	180.94	0.00
Number of Invoices:		4	* - Indicates a Counter Sale		
Averages:				\$45.24	0.00

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI. 49331

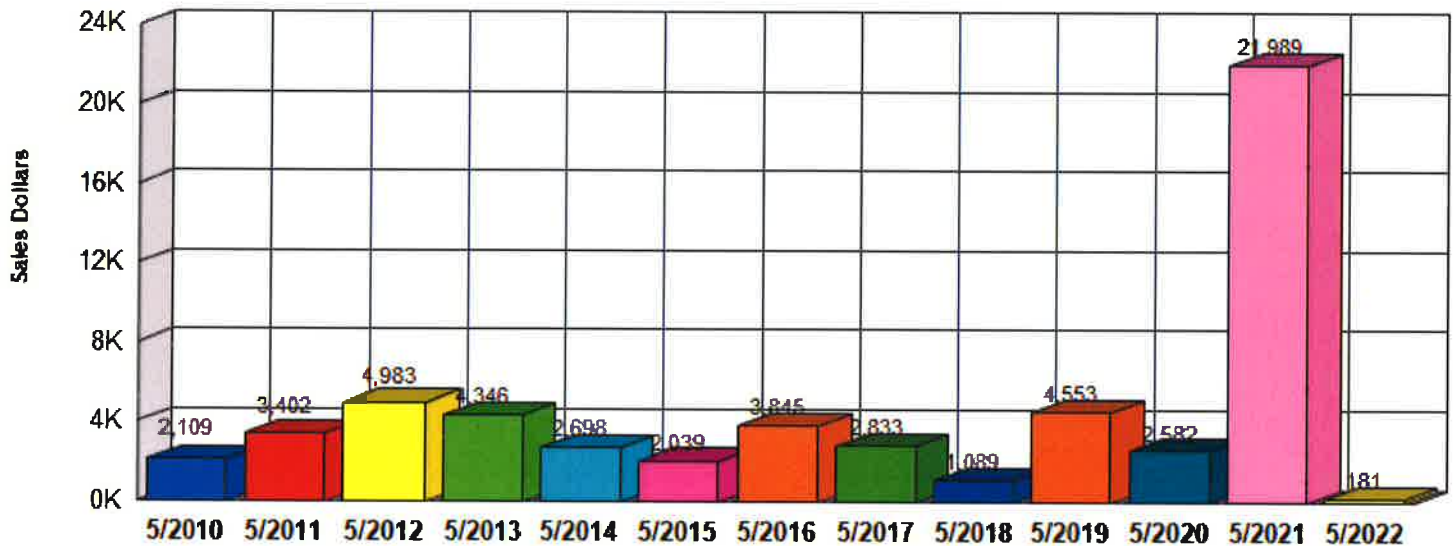
Phone - 616-897-5929 Fax - 616- -

Sales By Selected Month For The Month Of May

Report Date: 06/06/2022

<u>Month & Year</u>	<u>Avg. RO</u>	<u>Car Count</u>	<u>Sales Amount</u>	<u>Avg. Labor</u>	<u>Total Labor</u>	<u>Avg. Parts</u>	<u>Total Parts</u>
5/2010	234.36	9	2,109.24	93.00	837.00	136.71	1,230.39
5/2011	212.62	16	3,401.88	159.00	2,544.00	47.68	762.93
5/2012	415.29	12	4,983.46	252.25	3,027.00	155.80	1,869.61
5/2013	543.22	8	4,345.76	281.63	2,253.00	251.85	2,014.76
5/2014	539.56	5	2,697.79	336.60	1,683.00	193.51	967.54
5/2015	254.88	8	2,039.05	205.88	1,647.00	42.09	336.70
5/2016	274.65	14	3,845.15	183.65	2,571.05	83.65	1,171.05
5/2017	157.41	18	2,833.43	104.67	1,884.00	47.51	855.23
5/2018	155.57	7	1,089.01	71.26	498.85	80.75	565.22
5/2019	413.89	11	4,552.80	407.78	4,485.58	0.00	0.00
5/2020	645.51	4	2,582.02	638.23	2,552.93	0.00	0.00
5/2021	2,443.24	9	21,989.12	2,404.28	21,638.51	27.61	248.52
5/2022	45.24	4	180.94	32.07	128.29	11.56	46.24

Totals:		125	56,649.65		\$45,750.21		\$10,068.19
----------------	--	------------	------------------	--	--------------------	--	--------------------



Note: Labor and Part columns do not include Shop Supplies or Hazmat

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI. 49331

Phone: 616-897-5929 Fax: 616- -

Next Place to Be**1778****INVOICE****Police**

Print Date: 06/02/2022

Work Completed: 06/02/2022

2010 Ford - Fusion Hybrid

2.5L, In-Line4 (152CI) VIN(3), 0 speed Automatic CVT

Lic # : - MI

Odometer In : 94,480

Unit # : 841

Odometer Out :

Cust ID : 2

VIN # : 3FADP0L38 AR142672

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Extended
Misc. Shop Supplies			3.10	Invoice 233270, Harold Zeigler Ford 5-17-2022 LOF, inspect car		62.00
[Technicians :]						

Org. Estimate \$ 65.10

Revisions \$ 0.00

Current Estimate \$ 65.10

Additional Cost

Revised Estimate

Labor:	0.00
Parts:	3.10
Sublet:	62.00
Sub:	65.10
Tax:	0.00
Total:	\$65.10
Bal Due:	\$0.00

[Payments - Cash - \$65.10]

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI. 49331

Phone: 616-897-5929 Fax: 616- -

Next Place to Be**1780****INVOICE****Police**Print Date: 06/02/2022
2022 Ford - Explorer**Work Completed: 06/02/2022**

Cust ID : 2

Lic # : 002X982 - MI

Odometer In : 4,871

Unit # : 836

Odometer Out :

VIN # : 1FM5K8AW6 MNA21408

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Extended
Misc. Shop Supplies			3.31	Invoice 233436, Harold Zeigler Ford 5-25-2022 LOF, diagnose "Lurch forward" at stop light.		66.29
[Technicians :]						

Org. Estimate \$ 69.60

Revisions \$ 0.00

Current Estimate \$ 69.60

Additional Cost

Revised Estimate

Labor:	0.00
Parts:	3.31
Sublet:	66.29
Sub:	69.60
Tax:	0.00
Total:	\$69.60
Bal Due:	\$0.00

[Payments - Cash - \$69.60]

LOWELL POLICE DEPARTMENT - MONTHLY REPORT SUMMARY - CALENDAR YEAR 2022

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
CSC (All)	0	0	0	0	0								0
Non-Agg. Assault	2	1	3	2	1								9
Stalking	0	0	0	1	1								2
B&E	1	1	1	0	1								4
Larceny	3	2	4	3	3								15
UDAA	0	0	1	2	0								3
Fraud	3	1	1	0	0								5
Forgery/Counterfeiting	0	1	0	0	0								1
MDOP	0	0	2	2	2								6
Retail Fraud	0	1	1	3	1								6
VCSA	0	0	0	1	2								3
Family Issues	0	1	1	2	3								7
Liquor License	0	0	0	1	0								1
Obstructing Police	0	1	0	0	0								1
Obstructing Justice	1	4	3	1	5								14
Weapons Other	0	1	0	0	0								1
Disorderly Conduct	1	4	2	1	8								16
Public Peace	0	1	0	1	1								3
Hit and Run MVA	1	1	1	2	0								5
OWI	1	1	0	0	1								3
Driving Law Violations	2	3	5	4	2								16
Health and Safety	1	2	0	1	0								4
Invasion of Privacy	0	1	0	0	0								1
Trespassing	0	0	0	1	4								5
Runaway	1	2	0	1	2								6
Delinquent Minors	0	0	0	0	1								1
Violation of Ct. Injunction	2	0	0	0	0								2
Misc. Criminal Offenses	0	0	1	1	0								2
Domestic Non-Criminal	0	0	3	2	0								5
PDA/PI Accidents	11	11	6	11	19								58
Parking Viol./Impounds	3	4	0	2	4								13
Traffic Policing	3	2	2	1	0								8
Alarms	11	9	5	15	9								49

LOWELL POLICE DEPARTMENT - MONTHLY REPORT SUMMARY - CALENDAR YEAR 2022

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Salvages	24	18	19	16	21								98
Animal Issues	1	2	0	0	0								3
Zoning Violations	1	0	0	0	0								1
Ordinance Violations	3	0	8	5	6								22
Civil Matters	3	4	4	5	5								21
Suspicious Situations	15	18	20	21	30								104
Lost/Found Property	1	2	2	3	3								11
CCH/Local Records Checks	0	1	0	0	2								3
Suicidal Subjects	1	1	0	1	2								5
DOA - Natural	0	0	0	0	1								1
Missing Persons	0	1	0	0	0								1
Drug Overdose	0	0	2	0	0								2
911 Hangups	0	0	1	1	0								2
General Assists	23	13	14	14	21								85
Motorist Assists	10	10	5	6	7								38
Fingerprints	5	20	14	9	18								66
Pistol Permits and Sales	36	25	48	55	27								191
Assist to Other Depts.	27	35	36	39	27								164
Standby PO	3	3	2	3	7								18
Property/Building Checks	0	0	2	0	0								2
Road Kill Permits	0	0	2	1	0								3
Broadcasts	0	0	0	5	6								11
TOTALS	200	208	221	245	253								1127
Traffic Stops	110	104	107	102	101								524
Citations Issued	17	14	18	10	16								75
Warnings	93	90	93	92	85								453

CITY OF LOWELL
REPORT FOR : MAY
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 20.3835 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 306.05 HOURS, WHICH RESULTED IN
470.85 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 130.12

ELECTRICAL COST PER MILLION GALLONS: \$ 214.76

TOTAL COST PER MILLION GALLONS: \$ 344.88

WATER PRODUCTION

DAILY AVERAGE: 0.658 MILLION GALLONS

DAILY MAXIMUM: 0.953 MILLION GALLONS

DAILY MINIMUM: 0.466 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 9.8726 HOURS PER DAY.

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

May 2022





June 16, 2022

Mr. Mike 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 48.85 million gallons of wastewater were treated, down from 55.58 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.

As you may have noticed on the cover of this report we have officially changed our name to Veolia. With this comes very little change at our level of the company. You can still expect the same level of excellent service in operating the wastewater plant.

INDUSTRIAL PRETREATMENT PROGRAM

The Fullers Septic May surcharges were \$27.72 for the month. No operational problems were experienced at the plant from this discharge.

The Litehouse May information was not received at the time of this report. No operational problems were experienced at the plant from their discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
5/1	Ace Hardware (1)	\$109.23
5/9	Betten baker (2)	999.97
5/10	FilPro (3)	193.20
5/10	Grainger (4)	36.80
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 20-21)*		\$ 11,971.61*
Maintenance Allowance Spent YTD		\$ 10,936.37
Balance of Maintenance Allowance		\$ 1,035.24

*The maintenance spending for FY 20-21 was over the annual allotment by \$28.39. That amount will be subtracted from the beginning balance on July 1st. That makes the beginning balance \$11,971.61 (\$12,000-28.39).

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

- Replaced signal wire conduit on polymer system (1)
- Replaced fuel pump on plant truck (2)
- Replaced grit blower filters (3)
- Replaced belts on north sanitary pump (4)

PROJECTS FOR THE FUTURE

- Apply weed killer to plant grounds
- Replace screen on Valley Vista lift station control panel
- Replace seals on grit blower

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 4 mg/l, 84% 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 4.4 mg/l, 85% under the NPDES limit of 30 mg/l. The worst 7-day average was 5.8 mg/l, 87% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.67 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 95%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 86 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 108 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 36 ug/l; the limit is 38 ug/l. The monthly average was 22 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. 410049
Month May
Year 2022

Superintendent's Signature
Brian Vander Meulen, Supt.

WEATHER			FLOW		RAW SEWAGE QUALITY												
D A Y P N S F	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	CBOD		SS		Total-P		VSS	NH3-N		Mercury	D A Y P N S F
	0033	0045	50050	50051	00011	00400	mg/l	LBS	mg/l	LBS	mg/l	LBS	mg/l	mg/l	LBS	ng/l	
1	26	0.00	2.00	2.30												*G	1
2	26	0.00	1.93	2.40	52	7.2	122	1964	112	1803			110				2
3	346	0.69	2.05	2.40													3
4	26	0.00	2.03	2.40	53	7.5	139	2353	86	1456	1.6	27.1	76	5.7	96.5		4
5	246	0.09	2.08	2.40													5
6	246	0.09	2.00	2.40	52	7.4	90	1501	50	834			44				6
7	26	0.00	1.94	2.30													7
8	16	0.00	1.93	2.30													8
9	16	0.00	1.86	2.30	53	7.3	94	1458	50	776			48				9
10	16	0.00	1.78	2.30													10
11	16	0.00	1.75	2.10	54	7.4	127	1854	58	847	1.7	24.8	52	7.1	103.6		11
12	16	0.00	1.69	2.30													12
13	168	0.00	1.51	2.10	55	7.3	94	1184	54	680			46				13
14	268	0.00	1.57	2.10													14
15	246	0.06	1.65	2.00													15
16	26	0.00	1.49	1.90	56	6.5	229	2846	170	2113			168				16
17	246	0.03	1.43	1.80													17
18	246	0.21	1.47	2.00	54	7.5	181	2219	132	1618	2.3	28.2	122	7.7	94.4		18
19	26	0.00	1.42	1.80													19
20	346	0.85	1.31	1.80	57	7.2	194	2120	108	1180			92				20
21	346	0.10	1.36	2.00													21
22	26	0.00	1.43	1.90													22
23	26	0.00	1.32	1.70	57	7.3	224	2466	72	793			68				23
24	26	0.00	1.30	1.70													24
25	346	0.34	1.33	2.00	57	7.4	201	2230	78	865	2.5	27.7	66	9.1	100.9		25
26	346	0.00	1.30	1.70													26
27	28	0.00	1.19	1.40	58	7.2	187	1856	84	834			78				27
28	26	0.00	1.20	1.40													28
29	168	0.00	1.13	1.40													29
30	16	0.00	1.23	1.40													30
31	246	0.09	1.17	1.40													31
TL	XXXX	2.55	48.85	XXXX	XXXX	XXXX	XXXX	62128	XXXX	35643	XXXX	836	XXXX	XXXX	3064.9	XXXX	TL
ME	XXXX	XXXX	1.58	XXXX	55	7.3	157	2004	88	1150	2.0	27.0	81	7.4	98.9	XXXX	ME
MAX	XXXX	0.85	2.08	2.40	58	7.5	229	2846	170	2113	2.5	28.2	168	9.1	103.6	XXXX	MAX
MIN	XXXX	XXXX	1.13	1.40	52	6.5	90	1184	50	680	1.6	24.8	44	5.7	94.4	XXXX	MIN

6/2/2022

State of Michigan
Department of Environmental Quality

Activated Sludge Sheet

Lowell, Michigan

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

Plant No. Month Year
410049 May 2022

Superintendent's Signature
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code 80889	D A Y P N S F	REMARKS
D A Y P N S F	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	17.2											0.0	4	1	
2		17.9	23.9	0.06	3594	2935	24	1.50	3.5	67	0.74	0.60	15.0		2	
3		16.8											22.8		3	
4		17.0	27.2	0.07	3308	2706	21	1.58	3.2	63	0.65	0.53	14.6		4	
5		16.6											0.0		5	
6		17.2	47.2	0.05	3285	2681	20	1.64	3.5	61	0.67	0.55	0.0		6	
7		17.8											0.0		7	
8		17.9											0.0		8	
9		18.5	48.3	0.05	3125	2541	21	1.49	1.2	67	0.69	0.56	0.0		9	
10		19.4											0.0		10	
11		19.7	52.4	0.05	3706	3048	20	1.85	1.6	54	0.75	0.61	84.3		11	
12		20.4											26.0		12	
13		22.8	51.6	0.04	2930	2380	16	1.83	3.4	55	0.49	0.40	21.0		13	
14		22.0											0.0		14	
15		20.9											0.0		15	
16		23.1	18.2	0.09	3212	2619	17	1.89	2.7	53	0.65	0.52	91.5		16	
17		24.1											18.3		17	
18		23.4	19.1	0.09	2586	2121	13	1.99	4.7	50	0.48	0.39	0.0		18	
19		24.3											0.0		19	
20		26.3	21.4	0.10	2107	1702	14	1.51	4.3	66	0.43	0.34	26.0		20	
21		25.3											0.0		21	
22		24.1											0.0		22	
23		26.1	41.2	0.09	2728	2251	15	1.82	5.7	55	0.56	0.45	0.0		23	
24		26.5											24.0		24	
25		25.9	36.4	0.09	2633	2143	15	1.76	5.2	57	0.53	0.42	0.0		25	
26		26.5											0.0		26	
27		29.0	42.2	0.06	2937	2397	15	1.96	4.0	51	0.50	0.40	20.2		27	
28		28.7											0.0		28	
29		30.5											0.0		29	
30		28.0											0.0		30	
31		29.5											0.0		31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	363.7	XXXX	TL	
ME	192	22.7	35.8	0.07	3013	2460	18	1.73	3.6	58	0.60	0.48	11.7	XXXX	ME	
MAX	XXXX	30.5	52.4	0.10	3706	3048	24	1.99	5.7	67	0.75	0.61	91.5	XXXX	MAX	
MIN	XXXX	16.6	18.2	0.04	2107	1702	13	1.49	1.2	50	0.43	0.34	XXXX	XXXX	MIN	

Remarks:

4833-5034
R4609 4/74

6/2/2022

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 2022
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																		1
2	3	48	98	4.2	68	96				3.8	7.1	8.6	94			21		2
3																		3
4	3	51	98	3.0	51	97	0.52	8.80	68	2.4	7.1	8.6	87	0.06	1.02	16		4
5																		5
6	3	50	97	3.0	50	94				2.6	7.0	8.9	96			15		6
7																		7
8																		8
9	3	47	97	3.2	50	94				3.0	6.9	8.3	92			22		9
10																		10
11	4	58	97	5.0	73	91	0.72	10.51	58	4.8	7.0	8.8	125	0.46	6.71	4		11
12																		12
13	3	38	97	3.4	43	94				2.6	7.1	9.8	65			34		13
14																		14
15																		15
16	5	62	98	5.0	62	97				4.8	7.2	9.6	27			36		16
17																		17
18	4	49	98	4.4	54	97	0.60	7.36	74	3.8	7.3	10.5	72	0.12	1.47	35		18
19																		19
20	4	44	98	5.6	61	95				4.0	7.2	10.0	120			16		20
21																		21
22																		22
23	3	33	99	4.8	53	93				4.2	7.3	9.6	118			12		23
24																		24
25	4	44	98	6.0	67	92	0.82	9.10	67	4.8	7.2	9.8	80	0.11	1.22	25		25
26																		26
27	3	30	98	5.6	56	93				4.8	7.1	9.8	132			25		27
28																		28
29																		29
30																		30
31																		31
TL	XXXX	1431	XXXX	XXXX	1772	XXXX	XXXX	277.2	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	80.76	XXXX	XXXX	TL
ME	4	46	98	4.4	57	95	0.67	8.94	67	3.8	7.1	9.4	86	0.19	2.61	22	XXXX	ME
WA	4	53	97	5.8	61	93	XXXX	XXXX	XXXX	4.8	7.3	8.6	108	0.46	6.71	35	XXXX	WA
MAX	5	62	99	6.0	73	97	0.82	10.51	74	4.8	7.3	10.5	132	0.46	6.71	36	XXXX	MAX
MIN	3	30	97	3.0	43	91	0.52	7.36	58	2.4	6.9	8.3	27	0.06	1.02	4	XXXX	MIN

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

6/2/2022

State of Michigan
Department of Environmental Quality

Miscellaneous Sheet

Lowell, Michigan

R 4607 4/74
4833-6040

Plant No. 410049
Month May
Year 2022

Superintendent's Signature
Brian Vander Meulen, Supt.

D A Y P N S F	Grit	Aux Fuel	Power Consumption	Chemicals Applied		
	CF	Nat. Gas CF	KWH	CL2 LBS	FeCL2 GAL	
		2	3			
1	1	4	1.8	5	25	
2	1	9	1.8	10	25	
3	1	8	2.0	7	25	
4	1	4	1.8	8	30	
5	1	3	1.8	10	25	
6	1	3	1.8	10	20	
7	1	1	1.8	8	25	
8	1	1	2.0	7	20	
9	1	1	2.0	10	25	
10	1	0	1.8	5	20	
11	1	1	2.0	7	25	
12	1	0	1.8	10	45	
13	1	0	2.0	8	35	
14	1	0	1.8	10	35	
15	1	0	2.2	12	25	
16	1	0	2.0	10	35	
17	1	0	2.0	8	35	
18	1	1	2.0	10	30	
19	1	0	2.0	10	30	
20	1	0	1.8	10	20	
21	1	0	1.8	10	20	
22	1	0	2.0	8	15	
23	1	0	1.8	7	15	
24	1	0	2.0	10	15	
25	1	1	1.8	10	20	
26	1	0	2.0	7	25	
27	1	0	1.6	8	10	
28	1	0	1.8	10	15	
29	1	0	1.6	8	5	
30	1	0	2.0	12	10	
31	1	0	2.0	5	30	
TL	31	37	58.6	270	735	0
ME	1	1	1.9	9	24	0
MAX	1	9	2.2	12	45	0
MIN	1	0	1.6	5	5	0

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	176	0	0	0
Shift Operator	1	1	194	0	0	0
Total	2	1	370	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

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

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

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

MINOR
 (SUBR GC)
 F-FINAL
 001 MUN.WASTE H2O--FLAT RIVER

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
2022	5	1	2022	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	1.58	2.08	(03)	*****	*****	*****		-	7/7	RECORD FLOW
	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
SOLIDS, TOTAL SUSPENDED 00530 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	57	61	(26)	*****	4.4	5.8	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	360 MONTHLY AVG	630 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	46	53	(26)	*****	4	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	*****	7	(26)	*****	*****	0.5	(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	8.9	10.5	(26)	*****	0.67	0.82	(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		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				
Brian Vander Meulen, Supt.					(616)	897-8135	2022	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

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
 (SUBRCG)
 F-FINAL
 001 MUN. WASTE#20--FLAT RIVER

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

MONITORING PERIOD						
YEAR	MO	DAY		YEAR	MO	DAY
2022	5	1	FROM	2022	5	31
			TO			

*** 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	*****	0.000002		*****	*****	0.22		0	1/90	CALCTD
71900 X 0 0	PERMIT REQUIREMENT	*****	0.000024		*****	*****	2.0			QUARTERLY	CALCTD
POST DISINFECT			12-Mo Rolling Avg	lbs/day			12-Mo Rolling Avg	ng/L			
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****		*****	86	108	(19)	0	3/7	GRAB
74055 P 0 0	PERMIT REQUIREMENT	*****	*****	*****	*****	200	400			DAILY	GRAB
SEE COMMENTS BELOW				*****		MONTHLY AVG	7 DAY AVG	mg/L			
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		98	*****	97	(23)	0	1/30	CALCTD
81010 K 0 0	PERMIT REQUIREMENT	*****	*****	*****	85	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
PERCENT REMOVAL				*****	MIN % REMOVAL						
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		95	*****	91	(23)	0	1/30	CALCTD
81011 K 0 0	PERMIT REQUIREMENT	*****	*****	*****	85	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
PERCENT REMOVAL				*****	MIN % REMOVAL						
pH	SAMPLE MEASUREMENT	*****	*****		6.9	*****	7.3	(12)	0	3/7	GRAB
00400 P 0 0	PERMIT REQUIREMENT	*****	*****	****	6.5	*****	9.0			WEEKDAYS	GRAB
SEE COMMENTS BELOW				****	DAILY MINIMUM		DAILY MAX	S.U.			
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	*****	*****		8.3	*****	*****	(19)	0	3/7	GRAB
00300 P 0 0	PERMIT REQUIREMENT	*****	*****	****	3.0	*****	*****			WEEKDAYS	GRAB
SEE COMMENTS BELOW				****	DAILY MINIMUM			mg/L			
	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			
Brian Vander Meulen, Supt.						(616)	897-8135	2022	6	10	
TYPED OR PRINTED						SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR	MO

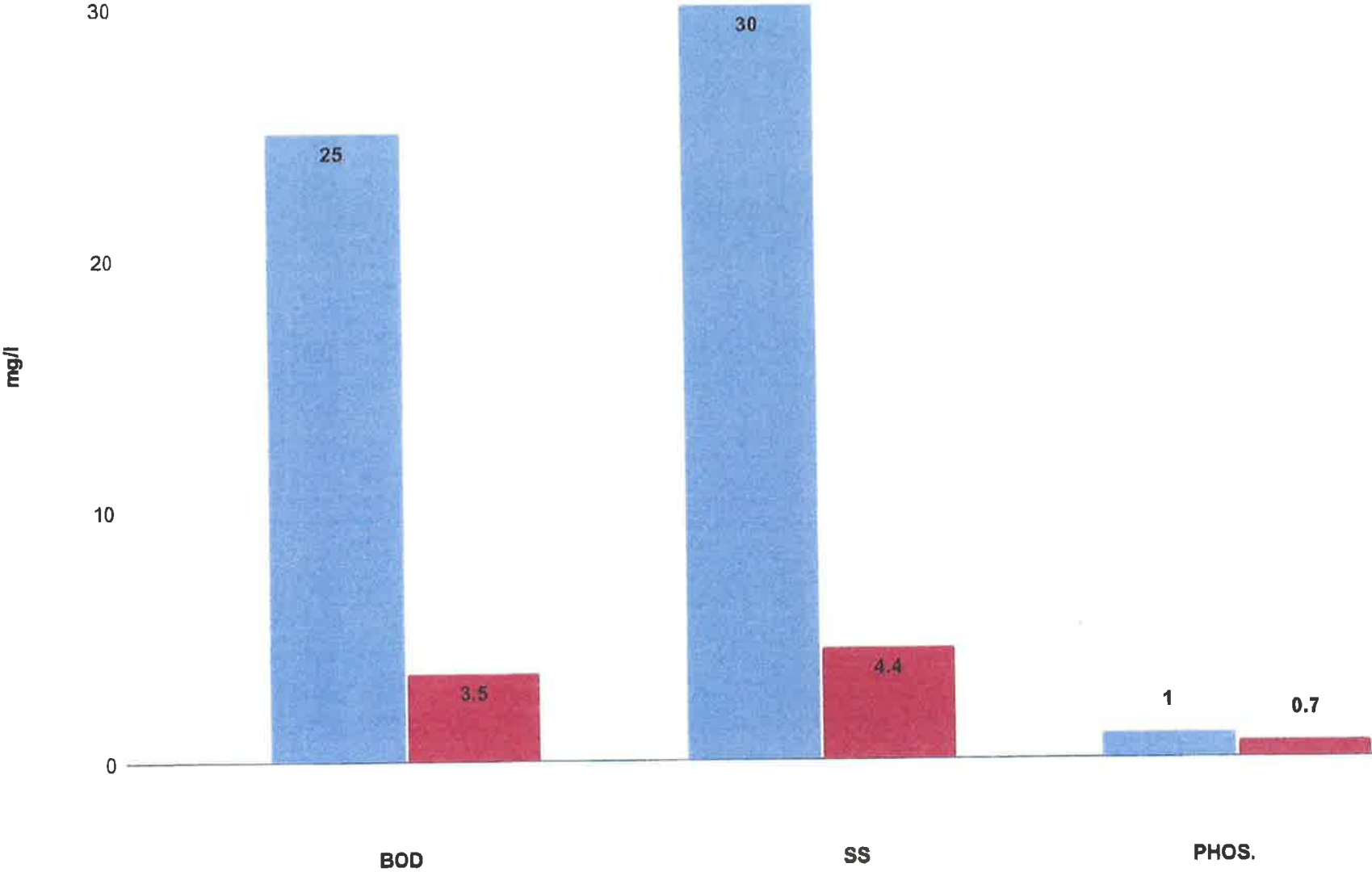
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

Appendix B



EFFLUENT LIMIT vs ACTUAL



Flow Chart

