



**For Immediate Release**

**Contact:** Michael Burns, City Manager  
City of Lowell, 616.897.8457

## **City of Lowell will hold City Council Meeting both in-person and virtually on Monday June 21, 2021**

As a result of COVID -19 and the current social distancing practices being mandated statewide, the City of Lowell City Council will holding their regular City Council Meeting both in-person at 301 E. Main Street, Lowell, MI 49331 and via teleconferencing on Monday June 21, 2021 at 7:00 P.M.

The City Council will meet via the Zoom Computer Teleconferencing System. The meeting will be held in compliance with the State of Emergency declared in Kent County due to COVID-19 and Public Act 254 of 2020 pertaining to the ability to conduct public meetings remotely.

The Zoom application allows for interactive public participation. The meeting will be available to those via online and/or telephone. To participate in the meeting via Zoom here is the contact information below:

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/9806911106>

**Meeting ID: 980 691 1106**

**One tap mobile**

**+13126266799,,9806911106# US (Chicago)**

**+16465588656,,9806911106# US (New York)**

### **Dial by your location**

**+1 312 626 6799 US (Chicago)**

**+1 646 558 8656 US (New York)**

**+1 301 715 8592 US (Washington D.C)**

**+1 346 248 7799 US (Houston)**

**+1 669 900 9128 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**Meeting ID: 980 691 1106**

You may also provide input or ask questions of the City Council relating to any items of business that will come before them at the meeting by emailing the City Clerk at [sullery@ci.lowell.mi.us](mailto:sullery@ci.lowell.mi.us) who will forward them to the City Council, or by mailing them via regular U.S. Postal service to c/o City Clerk, City of Lowell, 301 E. Main St, Lowell, MI 49331, or by calling 616-897-8457.

Persons with disabilities may attend and participate using any of the above described methods. If you require special accommodations, please email [mburns@ci.lowell.mi.us](mailto:mburns@ci.lowell.mi.us) and we will be happy to accommodate you. If you have any questions or need further assistance, please email [sullery@ci.lowell.mi.us](mailto:sullery@ci.lowell.mi.us). More meeting information, including the meeting agenda, will be available at our website [www.lowellmi.gov](http://www.lowellmi.gov).

**According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540). According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications. Public meetings are being monitored and violations of statutes will be prosecuted.**

**# # #**



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

CITY OF LOWELL  
CITY COUNCIL AGENDA  
MONDAY, JUNE 21, 2021, 7:00 P.M.

**IN PERSON AND VIRTUAL**

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<https://us02web.zoom.us/j/9806911106>

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**Meeting ID: 980 691 1106**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the minutes of the June 7, 2021 Regular City Council meeting.
- Authorize payment of invoices in the amount of \$240,528.29.

3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS

- a. COVID
- b. Downtown Restrooms

5. NEW BUSINESS

- a. Resolution 08-21 – Fiscal Year 20/21 Budget Amendments
- b. Street Closure – Riverside Drive
- c. Ordinance 21-04 – Adult Marihuana Facilities East of the Flat River
- d. Ordinance 21-05 – Special Event Marihuana Licenses
- e. Resolution – 09-21 – Lowell Area Historical Museum Millage Renewal
- f. Resolution – 10-21 – Downtown Redevelopment Liquor License for 101 W. Main

- g. Ordinance Amendment 21-06 – Rezone Parcels 746 W. Main and 728 W. Main
- h. Partial Parking Lot Closure
- i. PROTEC Membership

6. BOARD/COMMISSION REPORTS

7. BUDGET REPORT

8. MONTHLY REPORTS

9. MANAGER'S REPORT

10. APPOINTMENTS

11 COUNCIL COMMENTS

12. ADJOURNMENT

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



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[www.ci.lowell.mi.us](http://www.ci.lowell.mi.us)

## MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, June 21, 2021

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
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- Approval of the Agenda.
- Approve and place on file the minutes of the June 7, 2021 Regular City Council meeting.
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4. OLD BUSINESS

- a. COVID. City Manager Michael Burns will provide an update.
- b. Downtown Restrooms. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council award construction of the restrooms to Wolverine Building Group at a cost not to exceed \$251,721.80 in the manner described.

5. NEW BUSINESS

- a. Resolution 08-21 – Fiscal Year 20/21 Budget Amendments. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve Resolution 08-21 as presented.

- b. Street Closure – Riverside Drive. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve the road closure for Ability Weavers second annual Weaving Fair on Saturday July 31, 2021 from 8:00 a.m. to 5:00 p.m.

- c. Ordinance 21-04 – Adult Marihuana Facilities East of the Flat River. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council accept the recommendation of the Planning Commission to amend the zoning ordinance and approve Ordinance 21-04 as presented.

- d. Ordinance 21-05 – Special Event Marihuana Licenses. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve Ordinance 21-05 as presented.

- e. Resolution – 09-21 – Lowell Area Historical Museum Millage Renewal. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve Resolution 09-21 as presented to allow the Museum renewal to be placed on the ballot for the November 2, 2021 election.

- f. Resolution 10-21 – Downtown Redevelopment Liquor License for 101 W. Main. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve Resolution 10-21 for a downtown redevelopment liquor license to Rio Plano Taquiera at 101 W. Main.

- g. Ordinance Amendment 21-06 – Rezone Parcels 746 W. Main and 728 W. Main. City Clerk Susan Ullery provided a memo.

Recommended Motion: That the Lowell City Council approve Ordinance 21-06.

- h. Partial Parking Lot Closure. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve a partial parking lot closure of the Broadway Parking Lot for King Milling during normal working hours from June 21, 2021 to December 31, 2021.

- i. PROTEC Membership. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve the City's membership in PROTEC.

6. BOARD/COMMISSION REPORTS

7. BUDGET REPORT

8. MONTHLY REPORTS

9. MANAGER'S REPORT

10. APPOINTMENTS

11. COUNCIL COMMENTS

12. ADJOURNMENT

**PROCEEDINGS  
OF  
CITY COUNCIL MEETING  
OF THE  
CITY OF LOWELL  
MONDAY, JUNE 07, 2021, 7:00 P.M.**

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

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

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

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Susan Ullery, Chief of Police Chris Hurst.

**2. CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the minutes of the May 17, 2021, Regular City Council Meeting.
- Authorize payment of invoices in the amount of \$246,169.97.

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

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

NO: None.

ABSENT: None.

MOTION CARRIED.

**3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.**

Nicole Lintemuth -10988 Sconcewood Drive spoke on behalf of the recent "Pride" event.

**4. OLD BUSINESS.**

**a. Showboat - Insurance.**

City Manager Michael Burns read his memo discussing the issue pertaining to the insurance for the Showboat and that on Wednesday, June 2, 2021, he had met with the Lowell Showboat VI organization to share what was discussed. At the meeting, the group was interested in reimbursing the City for the coverage because we believe there is a way to complete the restroom construction much quicker than anticipated and the funds will need to be utilized for this project. The topic of the restrooms will be discussed at the June 21, 2021 City Council meeting with a plan to fund the entire project. The City Attorney, Jessica Wood participated in the Lowell Showboat VI meeting on May 26, 2021 and we discussed the reimbursement option for the Showboat insurance. She said that while they are still in the process of submitting all of the paperwork to be filed for Lowell Showboat VI, we could not establish any sort of agreement with them until the Lowell Showboat non-profit organization is recognized as such by the State of Michigan. Lowell Showboat VI asked me to look into the possibility of seeking a



lesser value to insure and this is not an option. My recommendation is to select the \$3,000,000 liability insurance with a \$5000 deductible for \$8,250 per year. Also, to select the property coverage of \$2,700,000 with a \$50,000 deductible for \$25,600 per year. Total cost for both policies is \$33,850. Once the Lowell Showboat becomes formalized we can enter into an agreement with them to seek reimbursement for the insurance coverage.

City Council members discussed at length.

IT WAS MOVED BY SALZWEDEL and seconded by YANKOVICH that Lowell City Council purchase the \$3,000,000 liability insurance with a \$5,000 deductible at a cost not to exceed \$33,850. Also recommending seeking reimbursement form the Lowell Showboat VI once they become recognized as a non-profit organization by the State of Michigan.

YES: Councilmember Salzwedel, Councilmember Yankovich and Councilmember Groves.

NO: Councilmember Chambers and Mayor DeVore. ABSENT: None. MOTION CARRIED 3-2.

b. Downtown Traffic Control.

Chief Hurst read his memo into record and showed the results of their study.

5. NEW BUSINESS.

a. Vacation Days Accrued.

City Manager Michael Burns stated last year, the classifications and compensation study was presented for your review. One of the items suggested to consider was the amount of vacation time accrued for the longer serving non-union and department directors. For many years, once you reached your twelfth year of service, an individual received 20 days of vacation. However, it did not increase beyond that amount if you had additional years of service. In the reopener to current IBEW collective bargaining agreement and the Lowell Police Officers collective bargaining agreement, the City agreed to the additional amount of days as follows:

20 years of service – 21 days  
21 years of service – 22 days  
22 years of service – 23 days  
23 years of service – 24 days  
24 years of service – 25 days

I am requesting this same benefit be provided to the non-union and department director staff. This would in no way change the amount of vacation time employees can cash out once they sever employment with the City of Lowell. The City of Lowell allows employees to cash out no greater than 20 days' vacation time when they leave the City. I am not recommending any changes to this procedure.

Every full time employee bridged down his or her future pension multiplier from 2.5% to 2.0% last fall. This was negotiated with the two collective bargaining units and the vacation increase was part of what we gave the union to get what we needed with our pension and retirement health care issues. The non-union and department directors did not have the luxury to negotiate this as they are not entitled collective bargaining rights, so in essence the benefit was taken away from them without negotiation. I believe the non-union and department directors should be given this benefit, as I believe this would only influence four current employees currently. This causes no increased cost to the general fund budget, as we do not replace these positions when someone charges a vacation day.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS that the Lowell City Council approve the above listed increase to vacation days based on years of service for non-union and department director employees.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

b. Sale of Police Motorcycle.

Chief of Police Chris Hurst read his memo explaining the motorcycles they obtained through the 1033 program from the US Pentagon Police for only the cost of driving to Washington to pick the two of them up. One was sold two years ago through Repo-Cast. The other motorcycle is no longer needed and we would like to sell it as well through a third party, One-Way Auto. The motorcycle will be stripped of any police gear (lights, siren, radio and radar). This stripping will have some upfront costs. We have a complete CARFAX history for the motorcycle along with a Kelley Bluebook estimated value of \$8,775.00.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS that the Lowell City Council approve the proposed sale of our 2012 BMW R1200T Motorcycle through a third party, One-Way-Auto.

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

NO: Councilmember Yankovich.

ABSENT: None.

MOTION CARRIED 4 -1.

c. Street Closure – Avery Street West of Monroe – 2021 Expo.

City Manager Michael Burns read the memo requesting permission to close Avery Street West of Monroe, Friday, June 11, 2021 beginning at 5:00 p.m. through Saturday June 12, 2021 at 6:00 p.m. for the purpose of food concessions for the 2021 Expo.

IT WAS MOVED BY YANKOVICH and seconded by GROVES that the Lowell City Council approve the street closure as stated above for the 2021 Expo.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

d. Street Closure – Avery Street West of Monroe – 27<sup>th</sup> Annual Riverwalk Festival.

City Manager Michael Burns read the memo requesting permission to close Avery Street East of Monroe to Jefferson St. Washington Street, north of Main to the Lowell Area Schools Parking Lot, Saturday, July 10 beginning at 6:00 am to 4:00 pm for the Riverwalk Cruise-In.

IT WAS MOVED BY YANKOVICH and seconded by GROVES that the Lowell City Council approve the street closures as stated above for the Annual Riverwalk Festival.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Yankovich stated there are some new owners at 214 E Main and they are going to make some improvements to the front and back of the building.

7. **BUDGET REPORT.**

There were no updates.

8. **MANAGER'S REPORT.**

City Manager Michael Burns went over a couple items:

- Foreman Street Project begins tomorrow. Plan is to be complete in 35 days.
- We are still slated to begin Jane Ellen around July 7<sup>th</sup> and Amity Street will be completed before October 8<sup>th</sup>. We are going to have a pre-construction meeting for both projects next week and the neighborhood meetings will be held at the same time as CL Trucking is doing both projects.
- We have started doing weekly tests of Stoney Lake beach during the summer months as we have for many years. We are now putting those results on the City website weekly along with a link to show how to read the report as it is a very scientific report.
- Temperature control system should be repaired by the end of this week.
- The line-shack RFP is complete and will go out this week.
- Showboat Gala will be held this Friday night and the Expo is this Saturday.

9. **APPOINTMENTS.**

There are no changes.

10. **COUNCIL COMMENTS**

Councilmember Groves stated she was a volunteer at the Pride Event this past weekend and it was the most beautiful thing she has seen in Lowell thus far. Lowell was full of happy people.

Councilmember Chambers stated congratulations and good job! Pride was a great event and it took a lot of work.

Councilmember Yankovich agreed that the Pride Event was great. Impressed that 60 people volunteered for a first time event. Yankovich also was able to meet the new owner of Ripple Restaurant (former Spring Grove Store) and someone in the crowd was highly recommending his food and excited about it coming.

Councilmember Salzwedel stated he thought the event that kicked off the summer series of events happening, was fantastic. A great start. We have a lot happening this summer, so let's keep the same spirit and commitment and continue to grow this community like I know we can.

Mayor DeVore also agreed the Pride Event was fantastic and even with a lot of volunteers in very hot weather.

11. **ADJOURNMENT.**

IT WAS MOVED BY SALWEDEL and seconded by CHAMBERS to adjourn at 7:55 p.m.

YES: 5.                      NO: None.                      ABSENT: None.                      MOTION CARRIED.

DATE:

APPROVED:

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Mike DeVore, Mayor

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Sue Ullery, Lowell City Clerk

06/18/2021 12:22 PM  
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DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 06/05/2021 - 06/18/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

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Vendor Code	Vendor Name	Invoice	Description	Amount
02142	64-A DISTRICT COURT	6/5/2021	BOND - BASINGER, KENNETH A	30.00
TOTAL FOR: 64-A DISTRICT COURT				30.00
01513	ADDORIO TECHNOLOGIES, LLC	8858	COMPUTER SERVCIES	1,332.50
		8861	COMPUTER SERVICES DPW	764.08
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC				2,096.58
00007	ADT SECURITY SYSTEMS, INC.	6/13/2021	WTP SECURITY	126.57
TOTAL FOR: ADT SECURITY SYSTEMS, INC.				126.57
00015	ALEXANDER CHEMICAL CORP	40313	WTP CHEMICALS	1,673.50
TOTAL FOR: ALEXANDER CHEMICAL CORP				1,673.50
10869	ALLIED UNIVERSAL TECH SERVICES	IN-910142247	SHOWBOAT GRANT	106.64
TOTAL FOR: ALLIED UNIVERSAL TECH SERVICES				106.64
10816	AMAZON CAPITAL SERVICES	1Q41-RFHC-WLRD	WATER DEPT DRONE	690.99
TOTAL FOR: AMAZON CAPITAL SERVICES				690.99
10731	APPLIED IMAGING	1758723	CITY HALL COPY MACHINE	419.61
TOTAL FOR: APPLIED IMAGING				419.61
10818	AT&T MOBILITY	6/6/2021	FIRST NET PHONE BILL	882.39
TOTAL FOR: AT&T MOBILITY				882.39
00050	BERNARDS ACE HARDWARE	MAY 2021	ACCOUNT STATEMENT	547.70
TOTAL FOR: BERNARDS ACE HARDWARE				547.70
00065	BOUWHUIS SUPPLY, INC.	62499	DPW TOWELS	178.81
TOTAL FOR: BOUWHUIS SUPPLY, INC.				178.81
10532	BROWN, CASEY	6/10/2021	AIRPORT DUMPSTER & SCISSOR LIFT	1,059.14
TOTAL FOR: BROWN, CASEY				1,059.14
CREEKSIDE	CAHOON, ROBIN	6/5/2021	CREEKSIDE PARK DEPOST	50.00
TOTAL FOR: CAHOON, ROBIN				50.00
10509	CONSUMERS ENERGY	06/04/2021	AIRPORT STREET LIGHT	31.91
		2021 JUNE	ACCOUNT STATEMENTS	2,138.76
TOTAL FOR: CONSUMERS ENERGY				2,170.67
00126	CRYSTAL FLASH	5103500	AIRPORT REC GAS	838.27
TOTAL FOR: CRYSTAL FLASH				838.27

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00132	D&D TRUCKING ACQUISITION, LLC	32908	#17 PLOW TRUCK WELDING	57.86
TOTAL FOR: D&D TRUCKING ACQUISITION, LLC				57.86
02035	DIGITAL OFFICE MACHINES, INC.	19576	DPW COPY MACHINE	97.49
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.				97.49
02538	EARTHWORM DOZING & EXCAVATING INC.	4302	GROVE ST WATER/STORM SEWER WORK	11,400.00
		4303	REMOVE & INSTALL CONCRETE - SPRING ST	950.00
		4308	WATER SERV REPLACEMENT 712 LINCOLN LAKE	3,750.00
TOTAL FOR: EARTHWORM DOZING & EXCAVATING INC.				16,100.00
02080	ENER TEMP, INC.	21008-1	CITY HALL UPGRADE	22,100.00
TOTAL FOR: ENER TEMP, INC.				22,100.00
10713	EPS SECURITY	A1252766	WTP VIDEO SERVICE	225.00
TOTAL FOR: EPS SECURITY				225.00
10670	FAHEY SCHULTZ BURZYCH RHODES PLC	59396	LEGAL SERVICES	387.50
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC				387.50
10045	FORD'S SERVICE WORK	24	FOREMAN BLDG WINDOW REPLACEMENT	900.00
TOTAL FOR: FORD'S SERVICE WORK				900.00
02478	GIVE EM A BRAKE SAFETY	95255	ROAD EQUIPMENTAL RENTALS	1,566.74
TOTAL FOR: GIVE EM A BRAKE SAFETY				1,566.74
10866	GRAND VALLEY CONCRETE PRODUCTS	65997	VALVE BOX CONCRETE SUPPORT	380.00
TOTAL FOR: GRAND VALLEY CONCRETE PRODUCTS				380.00
01944	GREATER LOWELL CHAMBER FOUND.	6/10/2021	DDA SUMMER CONCERTS & MARKETING	56,000.00
TOTAL FOR: GREATER LOWELL CHAMBER FOUND.				56,000.00
00234	HACH COMPANY	12472880	WTP SUPPLIES	517.05
		12475031	WTP SUPPLIES	15.70
TOTAL FOR: HACH COMPANY				532.75
00248	HOOPER PRINTING	62284	NOTARY STAMP - S ULLERY	47.46
		62478	POLICE BADGES	40.00
TOTAL FOR: HOOPER PRINTING				87.46
00262	IDEXX DISTRIBUTION CORP.	3084967449	WTP SUPPLIES	969.77
		3084967450	WTP COLIFORM	493.60
TOTAL FOR: IDEXX DISTRIBUTION CORP.				1,463.37

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Vendor Code	Vendor Name	Invoice	Description	Amount
00301	KENT COUNTY HEALTH DEPT	LOWEC 2021 Q1	DOG LICENSES	283.20
TOTAL FOR: KENT COUNTY HEALTH DEPT				283.20
00291	KENT COUNTY ROAD COMMISSION	412692	SIGNAL ELECTRIC CHARGES	44.08
TOTAL FOR: KENT COUNTY ROAD COMMISSION				44.08
00300	KENT COUNTY TREASURER	6/16/2021	MAY & JUNE TRAILER FEES	1,262.50
TOTAL FOR: KENT COUNTY TREASURER				1,262.50
02209	KERKSTRA PORTABLE, INC.	178347	REC PARK RESTROOM	145.00
TOTAL FOR: KERKSTRA PORTABLE, INC.				145.00
10231	KING MILLING COMPANY	6/8/2021	REFUND ESCROW - 2ND LEVEL ADDITION	556.00
TOTAL FOR: KING MILLING COMPANY				556.00
00330	LOWELL LEDGER	5/31/2021	ACCOUNT STATEMENT	549.05
TOTAL FOR: LOWELL LEDGER				549.05
MISC	MACDONALD, DEBORAH	4/20/2021	UB REFUND 5-02841-2	640.65
TOTAL FOR: MACDONALD, DEBORAH				640.65
REFUND UB	MACDONALD, DEBORAH	06/14/2021	UB refund for account: 5-02841-2	640.65
TOTAL FOR: MACDONALD, DEBORAH				640.65
10251	MAG PLUMBING SERVICE LLC	2874	WATER SERVICE REPLACEMENT - 316 SPRING	363.60
TOTAL FOR: MAG PLUMBING SERVICE LLC				363.60
00434	MICHIGAN RURAL WATER ASSOC.	6/4/2021	MEMBERSHIP 2021-2022 - BRECKEN	755.00
TOTAL FOR: MICHIGAN RURAL WATER ASSOC.				755.00
00426	MODEL COVERALL SERVICE, INC.	5/31/2021	ACCOUNT STATEMENT	260.72
TOTAL FOR: MODEL COVERALL SERVICE, INC.				260.72
00443	MUNICODE	00358488	ADMIN SUPPORT FEE 2021-2022	250.00
TOTAL FOR: MUNICODE				250.00
10103	PITNEY BOWES GLOBAL FIN. SRVS LLC	3313557768	POSTAGE MACHINE LEASE	170.73
TOTAL FOR: PITNEY BOWES GLOBAL FIN. SRVS LLC				170.73
02247	PITNEY BOWES INC.	1018296702	3 RED INK	254.97
TOTAL FOR: PITNEY BOWES INC.				254.97

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01270	PLUMMERS ENVIRONMENTAL SERVICE INC.	21138172	PRESSURE JETTER - BOWES RD	2,744.25
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE INC.				2,744.25
10898	POINT BROADBAND	5267-20210616-1	INTERNET SERVICES	309.99
TOTAL FOR: POINT BROADBAND				309.99
02331	PROGRESSIVE HEATING COOLING, CORP.	2019748	LIBRARY SERVICE CALL	609.00
		2019766	CITY HALL SERVICE CALL	485.00
		2019801	CITY HALL R & M	417.00
		2019818	LIBRARY - R&M AC SYSTEM	345.64
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.				1,856.64
10534	RISNER'S ROOFING & HOME IMPROVEMENT	5/31/2021	PUMP STATION ROOF	10,600.00
TOTAL FOR: RISNER'S ROOFING & HOME IMPROVEMENT				10,600.00
00827	RS TECHNICAL SERVICES, INC.	21649	WTP - NW/TWP PUMP CONTROLS	420.00
		21650	WTP R & M	105.00
TOTAL FOR: RS TECHNICAL SERVICES, INC.				525.00
10616	SITEONE LANDSCAPE SUPPLY LLC	109719975-001	DDA SUPPLIES	50.07
		109720443-001	DDA SUPPLIES	10.88
TOTAL FOR: SITEONE LANDSCAPE SUPPLY LLC				60.95
10849	SMART BUSINESS SOURCE	MULTI INV	ACCOUNT STATEMENT	151.30
		OE-39370-1	HANGING FOLDERS	72.14
		OE-395201-1	OFFICE SUPPLIES	122.53
TOTAL FOR: SMART BUSINESS SOURCE				345.97
10756	STATE CHEMICAL SOLUTIONS	902005136	SUPPLIES FOR PARKS	381.00
TOTAL FOR: STATE CHEMICAL SOLUTIONS				381.00
10328	STEVENS, SUSAN M	0430201	NEWSLETTER	375.00
		05312021	NEWSLETTER	475.00
		3302021	NEWSLETTER	300.00
TOTAL FOR: STEVENS, SUSAN M				1,150.00
10583	SUEZ WATER ENVIRONMENTAL SVC INC	20210107	DIGESTER ASA REPAIRS	59,987.03
TOTAL FOR: SUEZ WATER ENVIRONMENTAL SVC INC				59,987.03
02473	SUPERIOR ASPHALT, INC.	66180	STREET MATERIALS	1,041.60
		66367	STREET SUPPLIES	897.40
TOTAL FOR: SUPERIOR ASPHALT, INC.				1,939.00
00630	THORNAPPLE RIVER NURSERY, INC.	6/1/2021	WOOD CHIPS - PARKS	105.00
TOTAL FOR: THORNAPPLE RIVER NURSERY, INC.				105.00



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BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Description	Amount
	Invoice		
10543	TRACTOR SUPPLY	CREDIT PLAN	
	5/30/2021	ACCOUNT STATEMENT	428.04
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN			428.04
10069	TRUGREEN		
	138758941	CREEKSIDE FIELDS	534.00
TOTAL FOR: TRUGREEN			534.00
02203	VISA		
	MAY 2021	MERCANTILE VISA STATEMENT	2,959.41
TOTAL FOR: VISA			2,959.41
00692	WILLIAMS & WORKS INC.		
	91534	WWTP EXPANSION STUDY	2,430.57
	92206	AMITY STREET RESURFACING	1,242.00
	92207	MONROE & WASH ST RECONSTRUCTION	778.80
	92208	MONROE STREET RESURF & W/S IMP	30,867.27
	92210	JANE ELLEN RESURFACING	1,228.50
	92214	PLANNING SERVICES	3,090.00
TOTAL FOR: WILLIAMS & WORKS INC.			39,637.14
01295	X-CEL CHEMICAL LLC		
	90966	TRAFFIC PAINT	19.68
TOTAL FOR: X-CEL CHEMICAL LLC			19.68
TOTAL - ALL VENDORS			240,528.29

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	64-A DISTRICT COURT	BOND - BASINGER, KENNETH	30.00	75792
101-000-040.000	ACCOUNTS RECEIVABLE	VISA	MERCANTILE VISA STATEMENT	72.00	75820
101-000-084.015	DUE FROM FIRE AUTHORITY	POINT BROADBAND	INTERNET SERVICES	28.57	75844
101-000-085.000	DUE FROM LIGHT & POWER	POINT BROADBAND	INTERNET SERVICES	58.58	75844
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	MAY & JUNE TRAILER FEES	252.50	75840
101-000-222.002	DUE TO COUNTY-DOG LICENSE	KENT COUNTY HEALTH DEPT	DOG LICENSES	283.20	75839
101-000-225.000	DUE TO SET -TRAILER FEES	KENT COUNTY TREASURER	MAY & JUNE TRAILER FEES	1,010.00	75840
101-000-285.004	CREEKSIDA DEPOSIT	CAHOON, ROBIN	CREEKSIDA PARK DEPOST	50.00	75796
Total For Dept 000				1,784.85	
Dept 101 COUNCIL					
101-101-955.000	MISCELLANEOUS EXPENSE	AT&T MOBILITY	FIRST NET PHONE BILL	36.24	75827
Total For Dept 101 COUNCI				36.24	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	STEVENS, SUSAN M	NEWSLETTER	300.00	75849
101-172-801.000	PROFESSIONAL SERVICES	STEVENS, SUSAN M	NEWSLETTER	375.00	75849
101-172-801.000	PROFESSIONAL SERVICES	STEVENS, SUSAN M	NEWSLETTER	475.00	75849
101-172-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	45.34	75827
101-172-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA STATEMENT	248.85	75820
Total For Dept 172 MANAGE				1,444.19	
Dept 210 ATTORNEY					
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	LEGAL SERVICES	387.50	75834
Total For Dept 210 ATTORN				387.50	
Dept 215 CLERK					
101-215-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	45.34	75827
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	514.05	75807
Total For Dept 215 CLERK				559.39	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	HANGING FOLDERS	72.14	75817
101-265-727.000	OFFICE SUPPLIES	VISA	MERCANTILE VISA STATEMENT	92.19	75820
101-265-727.000	OFFICE SUPPLIES	HOOPER PRINTING	NOTARY STAMP - S ULLERY	47.46	75838
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	122.53	75847
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE LEASE	170.73	75813
101-265-730.000	POSTAGE	PITNEY BOWES INC.	3 RED INK	254.97	75842
101-265-802.000	CONTRACTUAL	PROGRESSIVE HEATING COOLI	CITY HALL R & M	417.00	75845
101-265-850.000	COMMUNICATIONS	POINT BROADBAND	INTERNET SERVICES	43.57	75844
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	1,096.49	75829
101-265-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	CITY HALL SERVICE CALL	485.00	75814
101-265-975.000	BUILDING IMPROVEMENTS	ENER TEMP, INC.	CITY HALL UPGADE	11,050.00	75833
Total For Dept 265 CITY H				13,852.08	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	37.98	75818
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	68.33	75794
101-276-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	1,158.27	75820
101-276-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	20.97	75818
Total For Dept 276 CEMETE				1,285.55	
Dept 301 POLICE DEPARTMENT					
101-301-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	ACCOUNT STATEMENT	135.48	75847
101-301-743.000	AMMUNITION	VISA	MERCANTILE VISA STATEMENT	139.47	75820
101-301-744.000	UNIFORMS	HOOPER PRINTING	POLICE BADGES	40.00	75802
101-301-744.000	UNIFORMS	VISA	MERCANTILE VISA STATEMENT	99.58	75820
101-301-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	427.27	75827
101-301-850.000	COMMUNICATIONS	POINT BROADBAND	INTERNET SERVICES	43.57	75844
101-301-930.000	R & M EQUIPMENT	VISA	MERCANTILE VISA STATEMENT	117.42	75820
101-301-955.000	MISCELLANEOUS EXPENSE	LOWELL LEDGER	ACCOUNT STATEMENT	35.00	75807

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Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA STATEMENT	13.77	75820
101-301-984.000	EQUIPMENT	VISA	MERCANTILE VISA STATEMENT	114.27	75820
Total For Dept 301 POLICE				1,165.83	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	954.00	75821
101-400-801.000	PROFESSIONAL SERVICES	KING MILLING COMPANY	REFUND ESCROW - 2ND LEVEL	556.00	75806
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	152.25	75821
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	1,118.00	75821
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	160.00	75821
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	705.75	75821
Total For Dept 400 PLANNI				3,646.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	DPW TOWELS	178.81	75828
101-441-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	DPW COPY MACHINE	97.49	75831
101-441-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	88.62	75827
101-441-850.000	COMMUNICATIONS	POINT BROADBAND	INTERNET SERVICES	28.57	75844
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	179.49	75829
101-441-930.000	REPAIR & MAINTENANCE	VISA	MERCANTILE VISA STATEMENT	393.79	75820
101-441-930.000	REPAIR & MAINTENANCE	FORD'S SERVICE WORK	FOREMAN BLDG WINDOW REPLA	900.00	75835
Total For Dept 441 DEPART				1,866.77	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	24.89	75829
Total For Dept 747 CHAMBE				24.89	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	4.19	75818
101-751-740.000	OPERATING SUPPLIES	STATE CHEMICAL SOLUTIONS	SUPPLIES FOR PARKS	381.00	75848
101-751-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS - PARKS	105.00	75852
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	REC PARK RESTROOM	145.00	75805
101-751-802.000	CONTRACTUAL	TRUGREEN	CREEKSIDE FIELDS	534.00	75819
101-751-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	38.24	75827
101-751-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	11.99	75818
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	245.82	75794
Total For Dept 751 PARKS				1,465.24	
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	MODEL COVERALL SERVICE, I	ACCOUNT STATEMENT	260.72	75811
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	431.15	75829
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY SERVICE CALL	609.00	75814
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY - R&M AC SYSTEM	345.64	75845
Total For Dept 790 LIBRAR				1,646.51	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	86.87	75829
Total For Dept 804 MUSEUM				86.87	
Total For Fund 101 GENERA				29,251.91	
Fund 202 MAJOR STREET FUND					
Dept 450 CAPITAL OUTLAY					
202-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE & WASH ST RECONSTR	778.80	75853
202-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE STREET RESURF & W/	10,289.09	75853
Total For Dept 450 CAPITA				11,067.89	
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET MATERIALS	520.80	75851
202-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	448.70	75851
Total For Dept 463 MAINTE				969.50	
Dept 474 TRAFFIC					

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	KENT COUNTY ROAD COMMISSI	SIGNAL ELECTRIC CHARGES	44.08	75804
	Total For Dept 474 TRAFFI			44.08	
	Total For Fund 202 MAJOR			12,081.47	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	AMITY STREET RESURFACING	745.20	75853
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	JANE ELLEN RESURFACING	1,228.50	75853
	Total For Dept 450 CAPITA			1,973.70	
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET MATERIALS	520.80	75851
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	448.70	75851
203-463-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	GROVE ST WATER/STORM SEWE	900.00	75832
	Total For Dept 463 MAINTEN			1,869.50	
	Total For Fund 203 LOCAL			3,843.20	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-970.000	CAPITAL OUTLAY	ENER TEMP, INC.	CITY HALL UPGADE	11,050.00	75833
248-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	AMITY STREET RESURFACING	496.80	75853
	Total For Dept 450 CAPITA			11,546.80	
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	SITEONE LANDSCAPE SUPPLY	DDA SUPPLIES	10.88	75816
248-463-740.000	OPERATING SUPPLIES	SITEONE LANDSCAPE SUPPLY	DDA SUPPLIES	50.07	75816
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	92.63	75794
248-463-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL LLC	TRAFFIC PAINT	19.68	75854
	Total For Dept 463 MAINTEN			173.26	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	GREATER LOWELL CHAMBER FO	DDA SUMMER CONCERTS & MAR	56,000.00	75800
	Total For Dept 740 COMMUN			56,000.00	
	Total For Fund 248 DOWNTOW			67,720.06	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-970.000	CAPITAL OUTLAY	ALLIED UNIVERSAL TECH SER	SHOWBOAT GRANT	106.64	75824
	Total For Dept 751 PARKS			106.64	
	Total For Fund 260 DESIGN			106.64	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	311.94	75818
581-000-740.000	OPERATING SUPPLIES	BROWN, CASEY	AIRPORT DUMPSTER & SCISSO	1,059.14	75795
581-000-740.000	OPERATING SUPPLIES	CRYSTAL FLASH	AIRPORT REC GAS	838.27	75798
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	AIRPORT STREET LIGHT	31.91	75797
581-000-955.000	MISCELLANEOUS EXPENSE	POINT BROADBAND	INTERNET SERVICES	49.99	75844
	Total For Dept 000			2,291.25	
	Total For Fund 581 AIRPOR			2,291.25	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	POINT BROADBAND	INTERNET SERVICES	28.57	75844
	Total For Dept 000			28.57	
Dept 550 TREATMENT					
590-550-970.000	CAPITAL OUTLAY	SUEZ WATER ENVIRONMENTAL	DIGESTER ASA REPAIRS	59,987.03	75850
	Total For Dept 550 TREATM			59,987.03	
Dept 551 COLLECTION					
590-551-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	81.55	75827

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Fund 590 WASTEWATER FUND					
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	GROVE ST WATER/STORM SEWE	5,250.00	75832
590-551-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	REMOVE & INSTALL CONCRETE	475.00	75832
590-551-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	WATER SERV REPLACEMENT 71	1,875.00	75832
590-551-930.000	REPAIR & MAINTENANCE	GIVE EM A BRAKE SAFETY	ROAD EQUIPMENTAL RENTALS	783.37	75836
590-551-930.000	REPAIR & MAINTENANCE	PLUMMERS ENVIRONMENTAL SE	PRESSURE JETTER - BOWES R	2,744.25	75843
590-551-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE STREET RESURF & W/	10,289.09	75853
Total For Dept 551 COLLEC				21,498.26	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	WWTP EXPANSION STUDY	2,430.57	75821
Total For Dept 553 ADMINI				2,430.57	
Total For Fund 590 WASTEW				83,944.43	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	RECEIPTS REFUNDABLE	MACDONALD, DEBORAH	UB REFUND 5-02841-2	640.65	75808
591-000-276.000	Water Outside 5/8"	MACDONALD, DEBORAH	UB refund for account: 5-	640.65	75809
Total For Dept 000				1,281.30	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP SUPPLIES	517.05	75801
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP SUPPLIES	15.70	75801
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP COLIFORM	493.60	75803
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP SUPPLIES	969.77	75803
591-570-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	40.97	75818
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	140.92	75794
591-570-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	ACCOUNT STATEMENT	15.82	75847
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	1,673.50	75793
591-570-801.000	PROFESSIONAL SERVICES	VISA	MERCANTILE VISA STATEMENT	134.80	75820
591-570-802.000	CONTRACTUAL	EPS SECURITY	WTP VIDEO SERVICE	225.00	75799
591-570-802.000	CONTRACTUAL	ADT SECURITY SYSTEMS, INC	WTP SECURITY	126.57	75823
591-570-850.000	COMMUNICATIONS	POINT BROADBAND	INTERNET SERVICES	28.57	75844
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	244.05	75829
591-570-930.000	REPAIR & MAINTENANCE	RS TECHNICAL SERVICES, IN	WTP - NW/TWP PUMP CONTROL	420.00	75815
591-570-930.000	REPAIR & MAINTENANCE	RS TECHNICAL SERVICES, IN	WTP R & M	105.00	75815
591-570-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WATER DEPT DRONE	345.49	75825
Total For Dept 570 TREATM				5,496.81	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	GRAND VALLEY CONCRETE PRO	VALVE BOX CONCRETE SUPPOR	380.00	75837
591-571-850.000	COMMUNICATIONS	AT&T MOBILITY	FIRST NET PHONE BILL	119.79	75827
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	75.82	75829
591-571-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	WATER SERVICE REPLACEMENT	363.60	75810
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WATER DEPT DRONE	345.50	75825
591-571-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	GROVE ST WATER/STORM SEWE	5,250.00	75832
591-571-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	REMOVE & INSTALL CONCRETE	475.00	75832
591-571-930.000	REPAIR & MAINTENANCE	EARTHWORM DOZING & EXCAVA	WATER SERV REPLACEMENT 71	1,875.00	75832
591-571-930.000	REPAIR & MAINTENANCE	GIVE EM A BRAKE SAFETY	ROAD EQUIPMENTAL RENTALS	783.37	75836
591-571-955.000	MISCELLANEOUS EXPENSE	MICHIGAN RURAL WATER ASSO	MEMBERSHIP 2021-2022 - BR	755.00	75841
591-571-970.000	CAPITAL OUTLAY	RISNER'S ROOFING & HOME I	PUMP STATION ROOF	10,600.00	75846
591-571-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE STREET RESURF & W/	10,289.09	75853
Total For Dept 571 DISTRI				31,312.17	
Total For Fund 591 WATER				38,090.28	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	MUNICODE	ADMIN SUPPORT FEE 2021-20	250.00	75812
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	COMPUTER SERVICES DPW	764.08	75822
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	COMPUTER SERVCIES	1,332.50	75822

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 06/05/2021 - 06/18/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 5/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	APPLIED IMAGING	CITY HALL COPY MACHINE	419.61	75826
636-000-802.000	CONTRACTUAL	VISA	MERCANTILE VISA STATEMENT	375.00	75820
Total For Dept 000				3,141.19	
Total For Fund 636 DATA P				3,141.19	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION, #17	PLOW TRUCK WELDING	57.86	75830
Total For Dept 895 FLEET				57.86	
Total For Fund 661 EQUIPM				57.86	

06/18/2021 12:22 PM  
User: LORI  
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 06/05/2021 - 06/18/2021  
BOTH JOURNALIZED AND UNJOURNALIZED  
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Page: 6/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101	GENERAL FUND	29,251.91
Fund 202	MAJOR STREET FUN	12,081.47
Fund 203	LOCAL STREET FUN	3,843.20
Fund 248	DOWNTOWN DEVELOP	67,720.06
Fund 260	DESIGNATED CONTR	106.64
Fund 581	AIRPORT FUND	2,291.25
Fund 590	WASTEWATER FUND	83,944.43
Fund 591	WATER FUND	38,090.28
Fund 636	DATA PROCESSING	3,141.19
Fund 661	EQUIPMENT FUND	57.86

240,528.29

**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**



**DATE:** June 17, 2021

**TO:** Mayor Mike DeVore and Lowell City Council

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

**RE:** Downtown Restrooms

---

As part of the Showboat project, there were plans to construct Downtown Restrooms across from the Showboat. We originally went out for bids for this project. The architect designed bid specs and the low bid originally came in at approximately \$367,000 to build a women and men's restroom, which was ADA compliant. At the time, I asked our architect if he believed this could be value engineered and he said he did not believe so.

I also did not believe we had the proceeds to build the restrooms from the Showboat fundraising campaign.

At the time, we received bids only from Orion Construction and Wolverine Building Group, both of which are design build firms. I went back to them and requested if there were ways to construct a restroom and allow for future renovations surrounding it cheaper than what was originally proposed. Both said yes.

Therefore, I did not involve the architect any further and I went directly to the firms because both had the capability to handle it in house. I told them each to provide an estimate to build a durable municipal bathroom with no adornments and see how low they could get their price. The parameters were that the improvements would allow for future expansion and to sustain long-term usage as a municipal restroom.

Approximately one month later, I received revised bids from both firms. The following quotes were provided from both firms:

- **Wolverine Building Group \$251,721.80**
- **Orion Construction \$255,325.**

I met with both contractors and they, for the most part, designed the restrooms specific to the original bid specifications. The savings mainly came from concrete and furnishings. The original plans called for the entire concrete floor in the restrooms to be removed so the plumbing can be replaced. Both firms provided estimates that cut trenches around only where the underground plumbing/drainage was necessary. This significantly reduced costs. Also, the furnishings went from a "Cadillac" style furnishing for a restroom to the "Chevrolet" style of furnishings. These two areas provided the most savings. If approved both firms can begin work in July.

The next question is how to pay for this. I was able to review with Liz Baker the revenues and expenses currently for the Showboat. When the boat is complete, there will be approximately \$182,000 for the Showboat with an additional approximate \$41,000 pledged. The Showboat wanted to build up a contingency of \$100,000 for future needs but will most likely be using this to assist with startup operational expenses until revenue begins to come in.



I would propose the following in order to pay for it.

- \$100,000 from the showboat fundraising
- \$75,000 from the Downtown Development Authority
- The remaining \$76,721 from the funds received to the City from the American Recovery Plan.

Since public health is one of the qualifying uses for these funds, they can be utilized towards a municipal restroom.

The Downtown Development Authority originally budgeted in the upcoming fiscal year \$184,000 for the Amity Street Project and your estimated project costs were awarded at \$103,000. \$25,000 was budgeted for the Riverwalk brick project. Our bid came in at just over \$10,000. The DDA has approximately \$96,000 freed up in the upcoming budget to complete this. The DDA approved an expenditure of \$75,000 at their June 10, 2021 meeting.

The municipal restrooms I would argue are and have been a necessity for Downtown for many years.

**I recommend the Lowell City Council award construction of the restrooms to Wolverine Building Group at a cost not to exceed \$251,721.80 in the manner described.**

DESCRIPTION		
GENERAL CONDITIONS	\$	29,000.00
PERMIT		
Tent/Restroom		
DEMOLITION	\$	4,500.00
SITework		
LANDSCAPING		
ASPHALT PAVING		
CONCRETE	\$	5,500.00
MASONRY		
MISC. METALS	\$	3,500.00
GENERAL TRADES/CARPENTRY	\$	15,500.00
CARPENTRY MATERIAL	\$	2,500.00
MILLWORK		
ROOFING	\$	2,400.00
CAULKING		
INSULATION		
EIFS		
DOORS & HARDWARE	\$	5,500.00
STOREFRONTS		
DRYWALL & ACOUSTICAL	\$	21,000.00
FLOORING	\$	11,200.00
INTERIOR FINISHES	\$	4,500.00
SPECIALTIES	\$	9,658.00
FIRE PROTECTION		
PLUMBING	\$	60,500.00
HVAC	\$	20,000.00
ELECTRICAL	\$	13,580.00
LOW VOLTAGE		
Subtotal		\$ -
CONTINGENCY	\$	22,883.80
Contractors Fee	\$	20,000.00
Total	\$	251,721.80





**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 17, 2021

**TO:** Mayor Mike DeVore and Lowell City Council

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

**RE:** Budget Amendments

---

Attached is Resolution 08-21 to approve budget amendments for the current fiscal year. Also attached is the spreadsheet identifying all of the adjustments with an explanation as to the need for the adjustment.

**I recommend the Lowell City Council approve Resolution 08-21 as presented.**

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 08-21**

**RESOLUTION ADOPTING AN AMENDMENT TO THE  
CITY OF LOWELL ANNUAL BUDGET FOR FISCAL  
YEAR 2020-2021**

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 21, 2021, a proposed amended budget for the 2020-2021 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 2020-2021 fiscal year budget at the following are the estimated revenues and expenses for the 2020-2021 fiscal year of the City:

	<u><b>Revenues</b></u>	<u><b>Appropriations</b></u>
General Fund	\$3,513,969.51	\$3,581,268.32
Major Street Fund	\$278,284.00	\$594,472.98
Local Street Fund	\$469,125.65	\$489,205.68
Historic District	\$60,050.00	\$60,000.00
DDA	\$708,673.00	\$829,815.23
Building Inspector Fund	\$75,000.00	\$75,000.00
Designated Contribution	\$1,380,962.22	\$2,512,060.25
Airport Fund	\$79,316.00	\$97,647.00
Wastewater Fund	\$1,055,439.00	\$1,587,707.56

Water Fund	\$1,140,732.00	\$1,472,825.72
Cable Fund	\$108,479.10	\$108,479.10
Data Processing	\$120,406.00	\$150,800.00
Equipment Fund	\$268,765.00	\$320,213.03
Lee Fund	\$5,000.00	\$5,000.00
Look Fund	\$40,000.00	\$55,843.44

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 21, 2021

\_\_\_\_\_  
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 21, 2021, 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 21, 2021

\_\_\_\_\_  
Susan Ullery, City Clerk

2020-2021	Budgeted	Amended	Difference
<b>GENERAL FUND REVENUES</b>			
<b>Marijuana Excise Fee</b>	\$ 800.00	\$ 28,063.00	27,263.00
fees received from the state for marijuana licensing			
<b>Other Federal Grants</b>	\$ -	\$ 90,155.00	\$ 90,155.00
Covid grant			
<b>Federal Grants - paid through Kent County</b>	\$ -	\$ 130,529.14	\$ 130,529.14
Covid grant			
<b>Election Grant</b>	\$ -	\$ 5,000.00	\$ 5,000.00
Covid response grant for elections			
<b>Rotary Rental</b>	\$ 3,450.00	\$ 600.00	\$ (2,850.00)
Less meetings held at city hall, rotary sessions held via zoom			
<b>Police reports and fingerprints</b>	\$ 2,000.00	\$ 4,500.00	\$ 2,500.00
Higher than anticipated fees			
<b>Site plan review fees retainer</b>	\$ 10,000.00	\$ 28,000.00	\$ 18,000.00
Higher than anticipated site plan reviews			
<b>Kent county youth fair contributions</b>	\$ 3,000.00	\$ 6,150.00	\$ 3,150.00
Fair received a grant and paid ahead through September 2021			
<b>TOTAL REVENUES AS AMENDED:</b>	\$ 19,250.00	\$ 292,997.14	\$ 273,747.14
<b>GENERAL FUND EXPENDITURES</b>			
<b>Manager pension</b>	\$ 18,701.26	\$ 31,000.00	\$ 12,298.74
Additional cost incurred for \$125,000 contribution			
<b>Assessor contractual</b>	\$ -	\$ 3,000.00	\$ 3,000.00
appraisal of 350 N. Center St.			
<b>Assessor miscellaneous</b>	\$ -	\$ 550.00	\$ 550.00
various membership groups			
<b>Attorney Fees</b>	\$ 55,000.00	\$ 90,000.00	\$ 35,000.00
Higher than anticipated			
<b>Labor Relations Attorney</b>	\$ 10,000.00	\$ 25,000.00	\$ 15,000.00
Higher than anticipated			
<b>Clerk Pension</b>	\$ 18,811.59	\$ 31,000.00	\$ 12,188.41
Additional cost incurred for \$125,000 one time pension contribution			
<b>Clerk Printing</b>	\$ 5,500.00	\$ 8,500.00	\$ 3,000.00
various public notices			
<b>Treasurer pension</b>	\$ 29,200.19	\$ 45,200.00	\$ 15,999.81
Additional cost incurred for \$125,000 contribution			
<b>Treasurer Data Processing</b>	\$ 31,416.00	\$ 55,000.00	\$ 23,584.00
Additional transfer needed for data processing expenses			
<b>City Hall utilities</b>	\$ 48,000.00	\$ 60,000.00	\$ 12,000.00
Higher than anticipated			
<b>Unallocated miscellaneous</b>	\$ 3,000.00	\$ 46,000.00	\$ 43,000.00
Additional cost incurred for \$125,000 contribution			
<b>Police salaries temporary</b>	\$ 71,000.00	\$ 105,000.00	\$ 34,000.00
temporary officer filling in for officer on paid leave for 8 months			
<b>Police Workers Compensation</b>	\$ 9,350.00	\$ 15,000.00	\$ 5,650.00
Higher than anticipated			
<b>Police office supplies</b>	\$ 1,400.00	\$ 6,000.00	\$ 4,600.00
purchase of police copier			
<b>Police Salvage</b>	\$ 6,000.00	\$ 25,000.00	\$ 19,000.00
additional purchase of police truck and computers. Offset by salvage revenue			
<b>Planning pension</b>	\$ 4,934.38	\$ 7,750.00	\$ 2,815.62
Additional cost incurred for \$125,000 lump sum pension contribution			
<b>Planning professional services</b>	\$ 22,500.00	\$ 15,000.00	\$ (7,500.00)
Additional costs for Williams and Works site plan reviews			
<b>Emergency management salaries</b>	\$ -	\$ 9,699.20	\$ 9,699.20
Covid payroll			
<b>Emergency management salaries temporary</b>		\$ 6,000.00	\$ 6,000.00
Covid payroll			
<b>Emergency management social security</b>	\$ -	\$ 1,200.00	\$ 1,200.00
Covid payroll			
<b>Emergency management health insurance</b>		\$ 870.00	\$ 870.00
Covid payroll			
<b>Emergency management workers comp</b>		\$ 434.00	\$ 434.00
Covid payroll			



<b>Emergency management eye care</b>		\$ 69.00	\$ 69.00
Covid payroll			
<b>Emergency management operating supplies</b>		\$ 6,655.00	\$ 6,655.00
Bio fogging city hall			
<b>DPW Salaries temporary</b>	\$ 4,000.00	\$ 7,000.00	\$ 3,000.00
Additional temporary workers for dpw			
<b>DPW Pension</b>	\$ 28,125.08	\$ 39,000.00	\$ 10,874.92
lump sum payment of pension			
<b>Parks pension</b>	\$ 6,172.01	\$ 10,000.00	\$ 3,827.99
lump sum payment of pension			
<b>Library utilities</b>	\$ 27,500.00	\$ 35,000.00	\$ 7,500.00
Higher than anticipated			
<b>library contractual</b>	\$ 8,000.00	\$ 15,000.00	\$ 7,000.00
additional cost cleaning library			
<b>HDC miscellaneous</b>	\$ -	\$ 200.00	\$ 200.00
Michigan historic preservation subscription			
<b>Museum utilities</b>	\$ 7,000.00	\$ 8,000.00	\$ 1,000.00
Higher than anticipated			
<b>Transfer to equipment fund</b>	\$ -	\$ 25,000.00	\$ 25,000.00
Oversight in current budget			
<b>Transfer to local street</b>	\$ 180,000.00	\$ 218,000.00	\$ 38,000.00
transfer of budgeted amount of 180,000 and marijuana fees			
<b>TOTAL GENERAL FUND EXPENDITURES AS AMENDED:</b>	\$ 595,610.51	\$ 951,127.20	\$ 355,516.69
<b>MAJOR STREET REVENUES</b>			
No amendments			
<b>TOTAL MAJOR STREET REVENUES AS AMENDED:</b>		\$ -	\$ -
<b>MAJOR STREET EXPENDITURES</b>			
<b>Major traffic contractual</b>	\$ 2,500.00	\$ 3,100.00	\$ 600.00
Michigan pavement markings			
<b>Winter maintenance operating supplies</b>	\$ 11,000.00	\$ 15,096.27	\$ 4,096.27
Higher than anticipated salt purchases			
<b>Transfer to local street</b>	\$ -	\$ 172,996.00	\$ 172,996.00
To transfer one half of act 51 monies to local street for projects		\$ -	
<b>Major capital outlay</b>	\$ 190,000.00	\$ 192,000.00	\$ 2,000.00
Williams and Works engineering fees for Howard & Suffolk and Monroe repaving & USA earth	\$ -		
<b>TOTAL MAJOR STREET EXPENDITURES AS AMENDED:</b>	\$ 203,500.00	\$ 383,192.27	\$ 179,692.27
<b>LOCAL STREET REVENUES</b>			
Transfer from major street	\$ -	\$ 172,996.00	\$ 172,996.00
One half of major street act 51 transferred to local			
<b>TOTAL LOCAL STREET REVENUES AS AMENDED:</b>		\$ 172,996.00	\$ 172,996.00
<b>LOCAL STREET EXPENDITURES</b>			
<b>Local street winter salaries standby</b>	\$ 1,600.00	\$ 2,000.00	\$ 400.00
More standby paid than anticipated			
<b>Local traffic salaries temporary</b>	\$ 1,000.00	\$ 1,500.00	\$ 500.00
More temporary employee hours workers working with traffic			
<b>Local traffic rentals</b>	\$ 1,500.00	\$ 3,821.00	\$ 2,321.00
More equipment used in traffic than planned			
<b>Local admin. Profession</b>		\$ 1,000.00	\$ 1,000.00
street asset management study			
<b>TOTAL LOCAL STREET EXPENDITURES AS AMENDED:</b>	\$ 4,100.00	\$ 8,321.00	\$ 4,221.00


<b><u>HISTORIC DISTRICT FUND</u></b>			
<b>HISTORIC DISTRICT REVENUES</b>	\$ 25,000.00	\$ 60,000.00	\$ 35,000.00
Grand Rapids Foundation grant received			
<b>TOTAL HISTORIC DISTRICT REVENUES AS AMENDED:</b>	\$ 25,000.00	\$ 60,000.00	\$ 35,000.00
<b><u>HISTORIC DISTRICT EXPENSES</u></b>			
<b>Historic district grant expenses</b>	\$ 25,000.00	\$ 60,000.00	\$ 35,000.00
More HDC Grants issued			
<b>TOTAL HISTORIC DISTRICT FUND EXPENDITURES AS AMENDED:</b>			\$ 35,000.00
<b><u>DDA REVENUE</u></b>			
<b>Tifa Revenue</b>	\$ 600,000.00	\$ 706,173.00	\$ 106,173.00
Higher than anticipated tifa revenue			
	\$ -		
<b>TOTAL DDA REVENUES AS AMENDED:</b>			\$ 106,173.00
<b><u>DDA EXPENDITURES</u></b>			
<b>DDA supplies</b>	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00
property taxes paid for 238 High			
<b>Misc. Community Promotions</b>	\$ -	\$ 21,000.00	\$ 21,000.00
Social district expenditures paid by the DDA			
<b>Transfer to equipment fund</b>	\$ 17,340.00	\$ 34,680.00	\$ 17,340.00
Two transfers needed this year for equipment loan			
<b>TOTAL DDA EXPENDITURES AS AMENDED:</b>	\$ 20,340.00	\$ 61,680.00	\$ 41,340.00
<b><u>BUILDING INSPECTION FUND</u></b>			
<b>BUILDING INSPECTION FEES</b>	\$ 45,000.00	\$ 75,000.00	\$ 30,000.00
More building fees than anticipated			
<b>TOTAL BUILDING FUND REVENUES AS AMENDED</b>	\$ 45,000.00	\$ 75,000.00	\$ 30,000.00
<b><u>BUILDING INSPECTION EXPENDITURES</u></b>			
<b>BUILDING FEES CONTRACTUAL</b>	\$ 40,000.00	\$ 75,000.00	\$ 35,000.00
More fees paid to PCI			
<b>TOTAL BUILDING FUND EXPENDITURES AS AMENDED</b>	\$ 40,000.00	\$ 75,000.00	\$ 35,000.00
<b><u>DESIGNATED CONTRIBUTION FUND REVENUES</u></b>			
<b>Contributions</b>	\$ -	\$ 12,118.78	\$ 12,118.78
Donna Jean Ford contribution to the city			
<b>Transfer from Look</b>	\$ -	\$ 15,843.44	\$ 15,843.44
Look fund portion of defibillators 3860.25 and Showboat 11983.19			
<b>Showboat donations</b>	\$ 5,000.00	\$ 700,000.00	\$ 695,000.00
higher than anticipated donations			
<b>Grand Rapids foundation grants</b>	\$ -	\$ 150,000.00	\$ 150,000.00
Grant received from foundation for the showboat			
<b>TOTAL DESIGNATED CONTRIBUTION REVENUES AS AMENDED:</b>	\$ 5,000.00	\$ 877,962.22	\$ 872,962.22
<b><u>DESIGNATED CONTRIBUTION EXPENDITURES</u></b>			
<b>Police equipment</b>		\$ 3,860.25	\$ 3,860.25
Look fund portion of defibillators 3860.25	\$ -		
<b>Designated capital</b>	\$ 500,000.00	\$ 2,500,000.00	\$ 2,000,000.00
capital expenditures for Showboat			
<b>Library capital outlay</b>	\$ -	\$ 2,200.00	\$ 2,200.00
refund grant to the foundation for remainder of library heating and cooling grant unspent			
<b>TOTAL DESIGNATED CONTRIBUTIONS EXPENDITURES AS AMENDED:</b>	\$ 500,000.00	\$ 2,506,060.25	\$ 2,006,060.25
<b><u>AIRPORT REVENUES</u></b>			
<b>Airport fuel sales</b>	\$ 15,000.00	\$ 24,000.00	\$ 9,000.00
More airport fuel sold than anticipated.			

<b>TOTAL AIRPORT REVENUES AS AMENDED:</b>	\$ 15,000.00	\$ 24,000.00	\$ 9,000.00
<b>AIRPORT EXPENDITURES</b>			
<b>Airport operating supplies</b>	\$ 23,000.00	\$ 28,000.00	\$ 5,000.00
purchase of grass seed and airport fuel higher than anticipated			
<b>Airport insurance</b>	\$ 4,500.00	\$ 5,037.00	\$ 537.00
higher than anticipated			
<b>Airport repair and maintenance</b>	\$ 5,000.00	\$ 6,800.00	\$ 1,800.00
More repairs at airport than anticipated	\$ -		
<b>Airport capital outlay</b>	\$ 8,000.00	\$ 16,810.00	\$ 8,810.00
airport hangar door			
<b>TOTAL AIRPORT EXPENDITURES AS AMENDED:</b>	\$ 40,500.00	\$ 56,647.00	\$ 16,147.00
<b>WASTEWATER REVENUES</b>			
<b>Industrial treatment charges</b>	\$ 8,000.00	\$ 38,000.00	\$ 30,000.00
Litehouse back online	\$ -		
<b>TOTAL WASTEWATER REVENUES AS AMENDED:</b>	\$ 8,000.00	\$ 38,000.00	\$ 30,000.00
<b>WASTEWATER EXPENDITURES</b>			
<b>Wastewater treatment r &amp; M</b>	\$ 25,000.00	\$ 35,000.00	\$ 10,000.00
unexpected main lift station repairs			
<b>Wastewater distribution salaries</b>	\$ 26,789.00	\$ 40,000.00	\$ 13,211.00
higher than anticipated			
<b>Wastewater distribution rentals</b>	\$ 9,000.00	\$ 15,000.00	\$ 6,000.00
higher than anticipated equipment rentals			
<b>Wastewater customer accounts data processing</b>	\$ 19,992.00	\$ 27,500.00	\$ 7,508.00
Additional transfer to data processing needed			
<b>Wastewater customer accounts workers comp</b>	\$ -	\$ 200.00	\$ 200.00
Amount inadvertently not budgeted for.			
<b>TOTAL WASTEWATER EXPENDITURES AS AMENDED:</b>	\$ 80,781.00	\$ 117,700.00	\$ 36,919.00
<b>WATER REVENUES</b>			
<b>No amendments</b>	\$ -	\$ -	\$ -
<b>TOTAL WATER FUND REVENUES AS AMENDED:</b>		\$ -	\$ -
<b>WATER FUND EXPENDITURES</b>		\$ -	
<b>Water treatment workers comp</b>	\$ 5,000.00	\$ 6,500.00	\$ 1,500.00
workers comp higher than anticipated.			
<b>Water distribution salaries overtime</b>	\$ 7,500.00	\$ 15,000.00	\$ 7,500.00
Higher than anticipated overtime			
<b>Water customer accounts data processing</b>	\$ 23,460.00	\$ 32,500.00	\$ 9,040.00
Additional transfer to data processing needed.			\$ -
<b>TOTAL WATER FUND EXPENDITURES AS AMENDED:</b>	\$ 35,960.00	\$ 54,000.00	\$ 18,040.00
<b>CABLE TV FUNDS</b>			
<b>Cable tv funds Grand rapids foundation</b>	\$ 100,000.00	\$ 108,479.10	\$ 8,479.10
More than anticipated revenues	\$ -		
<b>TOTAL CABLE REVENUES AS AMENDED:</b>	\$ 100,000.00	\$ 108,479.10	\$ 8,479.10
<b>CABLE TV EXPENDITURES</b>			
<b>Capital Outlay</b>	\$ 100,000.00	\$ 104,479.10	\$ 4,479.10
more grants than anticipated			
<b>Transfer to general fund</b>	\$ -	\$ 4,000.00	\$ 4,000.00
Transfer made to general fund for administrative services			
<b>TOTAL CABLE EXPENDITURES AS AMENDED:</b>	\$ 100,000.00	\$ 108,479.10	\$ 8,479.10

[illegible]



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 18, 2021  
**TO:** Mayor Mike DeVore and Lowell City Council  
**FROM:** Michael T. Burns, City Manager   
**RE:** Road Closure

---

We received a request from Eric and Beryl Bartkus from Ability Weavers to close Riverside Drive from the Lineshack to Lowell Light and Power for their second annual Weaving Fair on Saturday July 31, 2021.

Their request is to close the street from 8 AM to 5 PM for that day. **I recommend the Lowell City Council approve the road closure for Ability Weavers second annual Weaving Fair on Saturday July 31, 2021 from 8:00 AM to 5:00 PM.**



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 17, 2021

**TO:** Mayor Mike DeVore and Lowell City Council

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

**RE:** Adult Marihuana Facilities east of the Flat River

---

After a full year of adult use facilities operating in the City, it is becoming apparent the facilities are most suitable in the west end commercial area on Main Street and Bowes Road, which are not 1000 feet from schools and nursery schools, in the Downtown District, 500 feet from the Downtown District and not in residential areas.

One area not fully thought of were areas east of the Flat River. There are a few C-3 zoned parcels on this side of the river, however in many instances they are surrounded by residential units.

At the Planning Commission on Monday June 14, 2021, the Planning Commission had a public hearing on restricting facilities east of the Flat River and made a recommendation to amend the zoning ordinance to restrict facilities east of the Flat River.

Attached is a memo from Andy Moore explaining this in detail. Also attached is the proposed zoning ordinance amendment. **I am recommending the Lowell City Council accept the recommendation of the Planning Commission to amend the zoning ordinance and approve ordinance 21-04 as presented.**

# williams&works

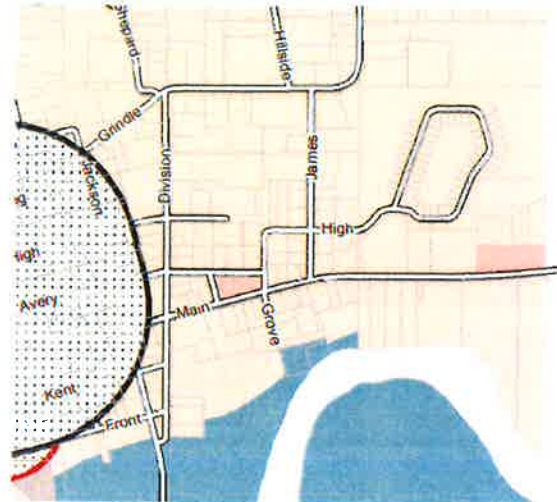
engineers | surveyors | planners

## MEMORANDUM

**To:** City of Lowell Planning Commission  
**Date:** June 11, 2021  
**From:** Andy Moore, AICP  
**RE:** **Proposed adult use marihuana zoning amendment**

Included with this memorandum is a proposed zoning ordinance amendment that would amend Section 17.03(FF) of the City's Zoning Ordinance related to adult use marihuana establishments. If adopted, the proposed amendment would prohibit the establishment of any adult use marihuana establishment on property located east of the Flat River.

The impetus behind this change is the closure of a child care facility at the Lowell United Methodist Church. When this facility was in operation, the 1,000' isolation radius required for day care facilities served to prohibit adult use marihuana establishments on two of the three commercial properties located on East Main Street, east of downtown. The closure of the day care means that these parcels would be eligible for adult use marihuana establishments.



Given that these commercially zoned parcels are completely surrounded by single-family residential homes, it is the opinion of staff that these areas would not be suitable locations for adult use marihuana facilities and their associated traffic, parking, and similar concerns. Thus, an amendment is proposed that would prohibit the establishment of any adult use marihuana establishment on any property east of the Flat River.

A public hearing has been scheduled for the June 14 Planning Commission meeting, and after the public hearing, the Planning Commission may recommend approval of the proposed amendment to the City Council.

As always, feel free to contact me if there are any questions.

c: Jessica Wood, City Attorney

CITY OF LOWELL  
KENT COUNTY, MICHIGAN

ORDINANCE NO. 21-04

**AN ORDINANCE TO AMEND SECTION 17.04(FF), "ADULT USE MARIHUANA ESTABLISHMENTS" OF APPENDIX A, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL**

Councilmember \_\_\_\_\_, supported by Councilmember \_\_\_\_\_,  
moved the adoption of the following ordinance:

**THE CITY OF LOWELL ORDAINS:**

**Section 1. Amendment of Section 17.04(FF)(5)(b).** Section 17.04(FF)(5)(b) of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to include a new subsection iv, which reads as follows:

iv. any property located east of the Flat River

**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 \_\_\_\_\_, 2021, 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 \_\_\_\_\_, 2021. I further certify that the above ordinance was entered into the Ordinance Book of the City on \_\_\_\_\_, 2021, and was effective \_\_\_\_\_, 2021, ten (10) days after publication.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Susan Ullery  
City Clerk



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 17, 2021

**TO:** Mayor Mike DeVore and Lowell City Council

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

**RE:** Special Event Marijuana Licenses

---

When Proposal 1 of 2018 was approved by the people of the State of Michigan, to allow for adult use marijuana facilities in Michigan; the act allowed for microprocessors, provisioning centers, grow facilities, secure transporter and safety compliance facilities to operate. When the Michigan Marijuana Regulatory Agency drafted their initial rules in 2019, they allowed for special event permits and designated consumption facilities.

Our current ordinance recognizes these exist. However, our ordinance also does not allow for consumption at facilities. If you recall, when we first drafted the ordinance, administration had concern about allowing designated consumption facilities in the City. This is why the consumption clause to our ordinance was added.

We occasionally receive phone calls from entities interested in having special events and/or designated consumption facilities. After discussing this with the City Attorney, there may be some ambiguity with our ordinance pertaining to this.

The City Attorney has drafted Ordinance 21-05 as an addendum to Section 28-21 of the City Ordinance outright banning designated consumption establishments, excess Marihuana growers, marihuana event organizers, temporary marihuana events or any other future licenses by the state.

This further clarifies the city's position on these facilities. **I recommend the Lowell City Council approve Ordinance 21-05 as presented.**

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**ORDINANCE NO. 21-05**

**AN ORDINANCE AMENDING SECTION 28-21 "SPECIAL LICENSES"  
OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL IN  
ORDER TO CLARIFY PROHIBITION OF CERTAIN SPECIALLY-  
LICENSED MARIHUANA ESTABLISHMENTS**

Councilmember \_\_\_\_\_, supported by Councilmember \_\_\_\_\_,

moved the adoption of the following ordinance:

**THE CITY OF LOWELL ORDAINS:**

**Section 1. Amendment to Section 28-21 of Chapter 28.** Section 28-21 "Special Licenses" of Chapter 28 of the Code of Ordinances of the City of Lowell is amended in its entirety to read as follows:

**Sec. 28-21 Special Licenses.**

Notwithstanding anything in this Chapter to the contrary and notwithstanding the fact that the following establishments may otherwise be classified as Marihuana Establishments, the following license types are prohibited in the City of Lowell and no applications will be accepted to operate or establish the following: Designated Consumption Establishments, Excess Marihuana Growers, Marihuana Event Organizers, Temporary Marihuana Events, or any other future license hereinafter issued by the State unless specifically provided for in this Chapter.

**Section 2. Publication.** After its adoption, the City Clerk shall publish or cause to be published 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 as provided in Section 2 above.

YEAS: Councilmembers \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers \_\_\_\_\_

ABSTAIN: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

**ORDINANCE DECLARED ADOPTED.**

Dated: \_\_\_\_\_, 2021

\_\_\_\_\_  
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 June 21, 2021, 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 the full ordinance or a summary of its contents and its effective date, was published in the *Lowell Ledger*, on \_\_\_\_\_, 2021. I further certify that the above ordinance was entered into the Ordinance Book of the City on \_\_\_\_\_, 2021, and was effective \_\_\_\_\_, 2021, ten (10) days after publication.

Dated \_\_\_\_\_, 2021

\_\_\_\_\_  
Susan Ullery  
City Clerk



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 18, 2021  
**TO:** Mayor DeVore and the Lowell City Council  
**FROM:** Michael T. Burns, City Manager *MTB*  
**RE:** Museum Millage Renewal

---

As you know, the City has levied a separate Museum millage of .25 mills for many years now. Since this is a special millage, it is up for renewal every ten years and is up at the end of this year. I have attached Resolution 09-21 for consideration to add the millage renewal to the ballot for the November 2, 2021 election.

Lisa Plank will be present to discuss this in more detail.

**I recommend the Lowell City Council approve Resolution 09-21 as presented to allow the Museum renewal to be placed on the ballot for the November 2, 2021 election.**

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 09-21**

**RESOLUTION RECOMMENDING THAT A LOWELL AREA  
HISTORICAL MUSEUM OPERATION AND MAINTENANCE  
RENEWAL MILLAGE BALLOT PROPOSAL BE SUBMITTED TO THE  
ELECTORS OF THE CITY AT THE NOVEMBER 2, 2021, GENERAL  
ELECTION**

Councilmember \_\_\_\_\_, supported by Councilmember \_\_\_\_\_, moved  
the adoption of the following resolution:

**WHEREAS**, the electors of the City at the November 8, 2011, general election approved  
a .25 of one mill levy to support operation and maintenance of the Lowell Area Historic  
Museum, a public museum, for a ten-year period commencing July 1, 2013, through June 30,  
2023 (the “Museum Millage Levy”); and

**WHEREAS**, the City Council has determined to submit to the electors of the City a  
millage ballot proposal to renew the Museum Millage Levy for a ten-year period commencing  
July 1, 2023, through June 30, 2033, at the November 2, 2021, general election; and

**WHEREAS**, such renewal levy, if approved by the electors of the City, shall be in  
addition to the millage the City is currently authorized to levy pursuant to the City Charter and  
other applicable laws including Act 206 of the Public Acts of Michigan of 1893, as amended.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the following ballot proposal shall be submitted to the electors of the City at  
the November 2, 2021, general election:

**LOWELL AREA HISTORICAL MUSEUM OPERATIONAL  
AND MAINTENANCE RENEWAL MILLAGE BALLOT  
PROPOSAL**

Shall the City of Lowell, Kent County, Michigan, levy a renewal special *ad valorem* property tax of .25 of one mill annually (which is equal to \$.25 per \$1,000 of taxable value) on the taxable value of all real and personal property subject to taxation for a ten-year period commencing July 1, 2023, through June 30, 2033, for the purpose of operating and maintaining the Lowell Area Historic Museum? The amount raised by such renewal levy in the first year at the current taxable value is estimated at \$32,050.00 (an estimated \$23,774.50 would be used for museum operations and maintenance and an estimated \$6,219.48 would be disbursed to the City's Downtown Development Authority for its use).

Yes ☐

No ☐

2. That the City Clerk is authorized and directed to request the Kent County Election Commission to place the proposal on the November 2, 2021, general election ballot.

3. That all resolutions and parts of resolutions to the extent of any conflict herewith are hereby rescinded.

YEAS: Councilmembers \_\_\_\_\_

NAYS: Councilmembers \_\_\_\_\_

ABSTAIN: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

#### **RESOLUTION DECLARED ADOPTED.**

Dated: June 21, 2021

\_\_\_\_\_  
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 of the City at a regular meeting held on June 21, 2021, 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 21, 2021

\_\_\_\_\_  
Susan Ullery, City Clerk



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 17, 2021  
**TO:** Mayor Mike DeVore and Lowell City Council  
**FROM:** Michael T. Burns, City Manager *MTB*  
**RE:** Downtown Redevelopment Liquor License – 101 W. Main

---

We received a request from Brent Slagell, from Rio Plano Taqueria LLC, for consideration for a Downtown Redevelopment Liquor License at 101 W. Main. Currently, there is one of these licenses in the City at Big Boiler Brewing, also owned by Mr. Slagell.

For those not familiar, Downtown Redevelopment Liquor Licenses are granted to downtown districts that meet a number of criteria (information attached). These licenses can be purchased for much less than in the open market and if the approved establishment ceases operation, the license is nontransferable. Meaning it goes back to the Michigan Liquor Control Commission.

In order to be approved for these licenses, the Assessor must swear to an affidavit that the qualified development district in the City (DDA District) has had more than \$200,000 in public and private improvements in the past five years (attached).

The City Council must also pass a resolution for consideration of a Downtown Redevelopment License and the applicant must do a number of things including verify there are no available liquor licenses in Kent County.

I have attached Resolution 10-21 for consideration.

**I am recommending the Lowell City Council approve Resolution 10-21 for a downtown redevelopment liquor license to Rio Plano Taquiera at 101 W. Main.**



**CITY COUNCIL  
CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 10-21**

**A RESOLUTION CONFIRMING CERTAIN  
INFORMATION REQUIRED BY THE MICHIGAN  
LIQUOR CONTROL COMMISSION FOR  
CONSIDERATION AND APPROVAL OF A DDA LICENSE  
PURSUANT TO SECTION 521A OF ACT 58 OF 1998**

Councilmember \_\_\_\_\_, supported by Councilmember \_\_\_\_\_,  
moved the adoption of the following resolution:

**WHEREAS**, Section 521a(1)(b) of the Michigan Liquor Control Code (the “Code”) provides for a specific on-premises license type for businesses that are located in a development district or area that is a downtown district (referred to as a “DDA License”) established under Act 197 of 1975 (formerly codified at MCL 125.1651 *et seq.*) and recodified under Part 2 of the Michigan Recodified Tax Increment Financing Act, Act 57 of 2018 (currently codified at MCL 125.4101 *et seq.*).

**WHEREAS**, all applicant businesses seeking a new DDA License must submit to the Michigan Liquor Control Commission (the “MLCC”) a resolution from the local government unit that established the development district or area that specifically references the statute under which such district or area was established.

**WHEREAS**, the City Council received a request for a resolution in accordance with the criteria above in relation to the applicant business, Rio Plano Taqueria LLC (the “Applicant”), preparing to submit its license application for a DDA License to the MLCC.

**WHEREAS**, the City Council, in accordance with the MLCC’s requirements, now wishes to provide a resolution in support of the Applicant’s application for a DDA License.

**NOW, THEREFORE, RESOLVED THAT:**

1. The Lowell Downtown Development Authority and Downtown District was established pursuant to Act 197 of 1975 (formerly codified at MCL 125.1651 *et seq.*) and recodified under Part 2 of the Michigan Recodified Tax Increment Financing Act, Act 57 of 2018 (currently codified at MCL 125.4101 *et seq.*) by the unanimous vote of the City Council to adopt Ordinance 92-4 on November 16, 1992.

2. The Applicant is engaged in dining and is open to the general public and has a seating capacity of not less than 25 persons.

3. The Applicant has expended at least \$75,000 for the rehabilitation or restoration of a building over a period of the preceding five years or has committed capital investment of at least \$75,000 that will be expended for the building before the license is issued.

4. The Applicant's business is located within the Lowell Downtown Development Authority District.

5. The total amount of private and public investment in real and personal property in the development district is at least \$200,000 for the preceding 5 years as evidenced by the City Assessor's Affidavit.

6. All resolutions and parts of resolutions in conflict herewith are rescinded.

YEAS: Councilmembers \_\_\_\_\_

\_\_\_\_\_

NAY: Councilmembers \_\_\_\_\_

ABSTAIN: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED**

Dated: \_\_\_\_\_, 2021

\_\_\_\_\_  
Susan Ullery  
City Clerk

**CERTIFICATION**

I, the undersigned duly qualified and acting Clerk of the City of Lowell (the "City"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City at a regular meeting held on \_\_\_\_\_, 2021, and that public notice of said meeting was given pursuant to Act 267 of the Public Acts of Michigan of 1976, as amended, and applicable Executive Orders of the Governor of the State of Michigan.

Dated: \_\_\_\_\_, 2021

\_\_\_\_\_  
Susan Ullery  
City Clerk

## REDEVELOPMENT LIQUOR LICENSES

Through the provisions of Public Act 501 of 2006, the Liquor Control Commission (LCC) may issue new public on-premises liquor licenses to local units of government. In order to allow cities to enhance the quality of life for their residents and visitors to their communities, the LLC may issue public on-premises licenses in addition to those quota licenses allowed in cities under Section 531 (L) of the Michigan Liquor Control Code, Public Act 58 of 1998 as amended.

*Note: This document is offered as a general guide only and the legislation should be reviewed by local officials.*

### WHO IS ELIGIBLE?

A business must be located in either a business district listed below or in a city redevelopment area, as defined in Sec. 521a (2)(c)

- Tax Increment Finance Authority (TIFA) PA 450 of 1980
- Corridor Improvement Authority (CIA) PA 280 of 2006
- Downtown Development Authority (DDA) PA 197 of 1975
- Principal Shopping District (PSD) PA 120 of 1961

### Applicants in these businesses districts must:

Be a business engaged in dining, entertainment or recreation and open to the general public.

- Have a seating capacity of at least 25 people;
- Have spent at least \$75,000 for the rehabilitation or restoration of the building where the license will be housed over a period of the preceding five years or a commitment for a capital investment of at least \$75,000 that will be spent before the issuance of the license;
- Show that the total amount of private and public investment in real and personal property in a district listed above was at least \$200,000 in the period covering the preceding five years.

The LCC may issue one license for each of the above (\$200,000) monetary thresholds reached and for each major fraction thereof after the initial threshold is reached.

The LCC may also issue redevelopment liquor licenses to businesses located in a city redevelopment area (there may be more than one in a city).

### Applicants in city redevelopment areas must:

- Be a business engaged in dining, entertainment or recreation;
- Be open to the general public at least 10 hours per day, five days per week;

- Have a seating capacity of at least 25 people;
- Adopt a resolution from the governing body of the city establishing the redevelopment project area;
- Provide a map which clearly reflects and outlines where the redevelopment project area is located within the local unit of government;
- Provide an affidavit from the assessor, as certified by the city clerk, stating the total amount of investment in real and personal property within the redevelopment project area of the city during the preceding three year time period;
- Relative to a license issued in a city redevelopment project area, the amount of commercial investment in the redevelopment project area within the city shall constitute not less than 25 percent of the total investment in real and personal property as evidenced by an affidavit of the city assessor as certified by the city clerk;
- A resolution which approves a specific applicant (individual, corporation, limited liability company, limited partnership) at a specific location;
- Have total investment over the last three years in real and personal property in the redevelopment area of:
  - » At least \$50 million in cities having a population of 50,000 or more, or at least \$1 million per 1,000 people in cities of less than 50,000.

The LCC may issue a license when one of the abovementioned monetary thresholds is met.

### WHAT IS THE PROCESS?

#### To be considered for the license by the LCC:

The local unit of government must pass a resolution approving the applicant for an on-premise liquor license pursuant to PA 501 of 2006. If the business is located in a city redevelopment project area the resolution should indicate the license be issued under Section 521a (1)a of PA 501 of 2006. If the business is located in a DDA, TIFA, PSD, etc., the resolution should indicate the license be issued under Section 521a (1)b of PA 501 of 2006.

- The resolution and application ideally should be submitted at the same time.

Applications can be obtained from the LCC by downloading via the internet at [www.michigan.gov/documents/lara/RDA\\_Requirements\\_629245\\_7.pdf](http://www.michigan.gov/documents/lara/RDA_Requirements_629245_7.pdf) or by calling 517.322.1400.

**All applicants will:**

1. Need to demonstrate that they have attempted to purchase a readily available escrowed or quota on premise license within the municipality that they want to operate, and that a license was not available.
2. Pay a \$20,000 fee for the license. Upon receipt of the documentation from the local unit of government, the necessary application forms, other required documents and inspection fees, the application will be authorized for investigation.

The LCC will not transfer a license issued under this act to another location. If the licensee goes out of business, the licensee shall surrender the license to the LCC. The governing body of the local governmental unit may approve another applicant within the redevelopment project area or development district to replace

**IMPORTANT NOTE**

Do not invest any money in improvements or bind yourself in any agreements until you have been officially notified by the LCC that your request has been approved.

**SUPPORTING STATUTE**

*Public Act 501 of 2006*

*Public Act 58 of 1998 as amended*

**CONTACT INFORMATION**

For more information on redevelopment liquor licenses, contact the Community Assistance Team (CAT) specialist assigned to your territory or visit [www.miplace.org](http://www.miplace.org).



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

**AFFIDAVIT OF PUBLIC AND PRIVATE INVESTMENT  
IN THE QUALIFIED DEVELOPMENT DISTRICT AREA  
FOR THE CITY OF LOWELL**

I, Jeffrey D Rashid, am the City Assessor for the City of Lowell; I have examined the assessment records for the City of Lowell as well as consulted with the City Treasurer and made the following determination as to the public and private investment in the City of Lowell qualified development district (Downtown Development Authority District). Based on my review of these records, I have determined the total amount of public and private investment in real and personal property within the qualified development district over the preceding five (5) year period, January 1, 2016 through December 31, 2020 is \$41,693,379, an amount that exceeds the minimum required by Public Act 501 of 2006m, Section 521a(1)b. I have made this determination to the best of my knowledge and ability on this 25<sup>th</sup> day of May 2021, in Kent County, Michigan

May 25, 2021

CITY OF LOWELL

Jeffrey D Rashid, Assessor

I hereby certify that I have read the foregoing Affidavit and find it to be a true determination made by our City Assessor of the public and private investment in the City of Lowell qualified development district for the period January 1, 2016 through December 31, 2020 to the best of my knowledge on this 25<sup>th</sup> day of May 2021, in Kent County, Michigan

SEAL

Sue Ullery, Clerk, City of Lowell



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 18, 2021

**TO:** Mike Burns, City Manager

**FROM:** Susan Ullery, City Clerk

**RE:** Rezone Parcels located at 746 W. Main  
and 728 W. Main entirely to C3 General  
Business district

---

At its meeting of June 14, 2021 the Planning Commission reviewed a request from Betten Baker to rezone 746 W. Main and 728 W. Main. Currently, there are three zoning districts split between the two parcels. The parcel at 746 W. Main contains the C3 General Business district and R2 Single and Two Family Residential district. The parcel at 728 W. Main Street is located in the I General Industrial district. The applicant is requesting that both properties be rezoned so that they are all completely within the C3 General Business district because this is the only district in which open air businesses, such as car dealerships, are permitted by special land use. (Section 12.03G)

**Recommended Motion:** That the Lowell City Council accept the recommendation of the Planning Commission and approve Ordinance 21-06.

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**ORDINANCE NO. 21-06**

**AN ORDINANCE TO REZONE PARCEL 41-20-02-376-017 FROM THE C3 GENERAL BUSINESS DISTRICT AND R2 SINGLE OR TWO FAMILY DISTRICT ENTIRELY TO THE C3 GENERAL BUSINESS DISTRICT; AND TO REZONE PARCEL 41-20-02-376-018 FROM THE I GENERAL INDUSTRIAL DISTRICT TO THE C3 GENERAL BUSINESS DISTRICT OF THE CITY OF LOWELL ZONING MAP OF 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. Zoning Map Amendment.** The Zoning map of the City of Lowell, which is established by and made a part of the City of Lowell Zoning Ordinance, is hereby amended so that a parcel of land located at 746 W. Main Street (PPN 41-20-02-376-017) and a parcel of land located at 728 W. Main Street (PPN 41-20-02-376-018), which are illustrated on the attached exhibit A, are both rezoned to and included in the C3 General Business district.

**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.

## EXHIBIT A

PPN 41-20-02-376-017 AND PPN 41-20-02-376-018  
REZONED FROM R2 AND I TO C3





YES: Councilmembers \_\_\_\_\_

\_\_\_\_\_

NO: Councilmembers \_\_\_\_\_

ABSTAIN: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

**ORDINANCE DECLARED ADOPTED.**

Dated: \_\_\_\_\_, 2021

\_\_\_\_\_  
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 \_\_\_\_\_ 2021, 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 \_\_\_\_\_, 2021. I further certify that the above ordinance was entered into the Ordinance Book of the City on \_\_\_\_\_, 2021, and was effective \_\_\_\_\_, 2021, ten (10) days after publication.

Dated: \_\_\_\_\_, 2021

\_\_\_\_\_  
Susan Ullery  
City Clerk

# williams&works

engineers | surveyors | planners

## MEMORANDUM

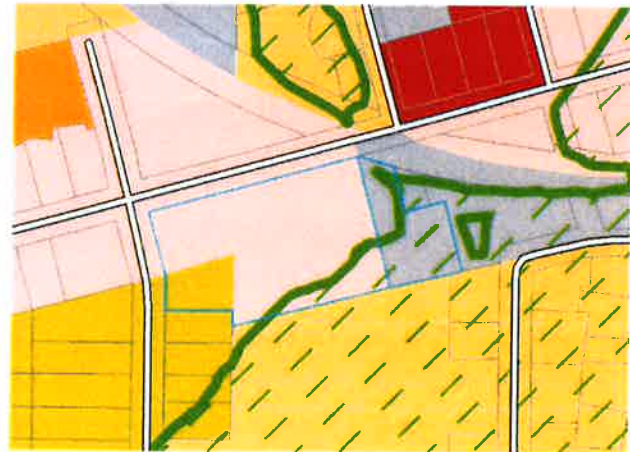
**To:** City of Lowell Planning Commission  
**Date:** June 11, 2021  
**From:** Andy Moore, AICP  
Whitney Newberry  
**RE:** **Betten Baker Special Land Use**

Bryan Betten, on behalf of Betten Baker, has applied for a rezoning, site plan review, and special land use approval to redevelop and expand the car dealership located at 746 and 728 W. Main Street (PPN 41-20-02-376-017 & 41-20-02-376-018). The purpose of this memorandum is to review the requests pursuant to the City of Lowell Zoning Ordinance.

### Background

The applicant owns two adjacent properties on which the development is proposed. Together these properties comprise 3.2 acres. A car dealership with repair facilities is currently located at 746 W. Main Street, while 728 W. Main Street is a vacant parcel. The applicant is proposing to redevelop the site while retaining the same use. A car dealership with accessory repair facilities is proposed on both properties, including a 15,700 square foot building and new parking/display lot. For the purposes of this review, both properties will be evaluated as a single entity.

Currently, there are three zoning districts split between the two parcels (see image at right). The parcel at 746 W. Main Street contains the C3 General Business district and R2 Single or Two Family Residential district. The parcel at 728 W. Main Street is located in the I General Industrial district. The applicant is requesting that both properties be rezoned so that they are all completely within the C3 General Business district because this is the only district in



which open air businesses (e.g. car dealerships) are permitted by special land use (Section 12.03 G).

### **Completeness of Submission**

The applicant has submitted site plan documents for review. Section 18.04 B provides a list of information required for final site plan review unless deemed unnecessary by the zoning enforcement officer. We find that the site plan is generally complete for review; however, the following items were not received:

- Proposed signs, if applicable
- Unloading areas
- Use of all properties abutting the subject property
- Location of existing utilities
- Location and type of natural gas, electric, telephone, cable tv, or other utilities or utility extensions.

### **REZONING REVIEW**

In making a decision on a zoning amendment, the Planning Commission and City Council must consider the standards of 22.05 A(6). Following are those standards, followed by our remarks on each:

- A. 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 City's Master Plan was adopted in 2007 and has been reviewed by the Planning Commission regularly since that time. Its primary function is to set forth a vision for development in the City and serve as a guide to land use decisions in the City. Both parcels are located in the Highway Business future land use category. This future land use category is located along M-21 west of the railroad crossing, which is adjacent to the subject property. The Master Plan states that uses in this category are intended to be automobile-oriented and correspond with land uses permitted in the C3 General Business zoning district. Therefore, by rezoning the subject property entirely to the C3 district, both parcels would align with the future land use category envisioned by the Master Plan.

The Master Plan also identifies these parcels within the West Main Street Commercial Corridor, which is defined as the area between the City boundary to the west and the railroad tracks to the east. This corridor is designated as an area for suburban strip development with ample parking between buildings and the road. The proposed rezoning to the C3 district would support business uses along this corridor in coordination with the existing development pattern. Therefore, the proposed rezoning is

consistent with the City's Master Plan. The Planning Commission may find this standard met.

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

**Remarks:** Existing land uses in the vicinity are a mixture of industrial, commercial, and residential. Generally, commercial uses are present along frontage on W. Main Street west of the railroad tracks. Some industrial uses are present to the east and residential uses are found south of the subject property. Residential uses contain an independent senior living center along with single-family homes. Because of the strong presence of the C3 district along W. Main, rezoning to this district would align with the existing land use pattern of properties fronting this road.

As for future uses, the C3 district is also supported by the future land use plan in the Master Plan. The Highway Business future land use category applies to the subject property and is located to the north and west of the subject property, largely corresponding to properties in the C3 zoning district. Other future land uses include single family, mixed uses, and multiple family residential to the south and east. The proposed rezoning appears compatible with the future land use plan, which provides for automobile-oriented business uses west of the railroad tracks. The Planning Commission may find this standard met.

- C. 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 site is likely capable of accommodating all uses allowed in the C3 district. Because the established land use pattern is largely auto-oriented commercial along the W. Main Street corridor, utilities and infrastructure are present to accommodate general commercial uses, including the proposed car dealership. The zoning change would continue to support an existing development pattern. The Planning Commission may find this standard met.

## **SITE PLAN REVIEW**

**Setbacks and Dimensional Requirements.** Because the subject property is a corner lot, the Ordinance defines the site as having two front lot lines. The principal front lot line is defined as the shorter lot line, which abuts S. Pleasant Avenue. The secondary lot line is along W. Main Street and required to have one-half of the principal front yard setback in Section 2.13. The rear lot line is opposite the principal front lot line to the east and the side lot line is to the south. The site plan does not correctly identify all side, rear, and front yard setbacks; however, the setbacks assigned either meet or exceed the Ordinance requirements in Section 12.04.

The applicant is proposing 11.3% lot coverage (this excludes parking areas) and a one-story building. While the building is expected to be less than 40 feet as required in Section 12.04, this may be included as a condition of approval.

**Site Development Requirements.** Section 12.04 also lists standards for site development. Landscaping will be addressed further below. Subsection B requires that entrance driveways be located as far as practicable from two intersecting streets and at least 100 feet from an intersection or other driveway. Subsection C also requires only one driveway per principal use per street, unless sharing access with an adjacent lot or justified by a professional traffic study. The applicant is proposing two points of ingress/egress along Pleasant Street, which are less than 100 feet from each other and the intersection of Main and Pleasant Streets. However, these curb cuts already exist and the applicant is proposing to remove additional curb cuts along W. Main. Because the curb cuts are previously existing and the applicant is proposing to close those along W. Main, the proposed curb cut locations represent an improvement to site access. MDOT approval of the curb cut closures is required, but MDOT would likely welcome such closures.

**Landscaping.** Section 4.26 E provides specific landscape requirements. Because the subject property abuts residential districts to the south, a buffer is required in the form of a 6-foot privacy fence or landscaping containing at least some evergreen trees. The applicant is proposing eight 5-foot-tall white pine trees along the R3 district property to the south. There are also seven existing pine trees proposed for preservation along the R2 district property to the south. The Planning Commission may discuss whether this landscaping would sufficiently buffer the adjacent residential uses.

Front yard landscaping is required in the C3 district, which should include a minimum of 1 canopy tree and 3 deciduous shrubs for each 30 feet of lot width. Because the subject property is on a corner, there are two front lot lines. The principal lot line is 202 linear feet and the secondary lot line is 437 linear feet, totaling 639 feet of frontage. This equates to 21 required canopy trees and 64 deciduous shrubs. The applicant has proposed 16 deciduous trees and 45 shrubs.

Landscaping is also required where any parking area abuts or faces a public street, with a 10-foot strip of land containing at least one canopy tree for each 30 feet of lot width. The applicant is proposing parking frontage along Pleasant and W. Main Streets for most of the frontage, so this standard would require the same number of trees as identified above for front yard landscaping. The applicant has proposed a 10-foot buffer strip, but is short of the requirement by 5 trees, as noted.

For parking areas that contain 20 or more spaces, interior parking lot landscaping is also required at a ratio of 1 island per 20 parking spaces or part thereof. There are 247 spaces proposed in the parking lot and no landscape islands proposed. Because the applicant is proposing a car dealership, landscape islands may not be as important to break up large expanses of pavement. However, the Planning Commission should discuss this requirement with the applicant.

The Planning Commission may modify landscape requirements in accordance with Section 4.26 B when finding circumstances that warrant a change in requirements or that existing landscaping or screening would be preserved and meet the intent of Section 4.26.

**Lighting.** The applicant submitted lighting cutsheets and a photometric plan. All lighting is 100% cutoff and downward facing. Lighting is proposed to have a maximum height of 20 feet, in accordance with Section 19.03 C. Section 4.24 E(1) requires that light be confined to the subject property so that not more than 0.5 foot candle is cast on adjoining private property. Based on the photometric plan, there are a few areas where lighting would exceed 0.5 foot candle at a property boundary. The Planning Commission may discuss lighting with the applicant and may include compliance with Section 4.24 as a condition of approval.

**Parking.** Open air businesses require 1 parking space per 800 square feet of lot area used for such business. The site would contain 139,261 square feet of lot area, equating to 175 spaces. The applicant has proposed 247 parking spaces. Section 19.04 M allows the Planning Commission to authorize an increase or decrease in parking requirements when it is demonstrated that parking demand is expected to be lower or greater than the requirements of 19.07.

Three ADA accessible parking spaces are proposed on the site. Considering 247 spaces, ADA standards would require 7 ADA spaces, 2 of which are van accessible. Yet, because a large number of spaces would be dedicated to inventory parking, it is unlikely that this many spaces would be needed to accommodate customer parking. The Planning Commission should address the expected number of spaces for customers with the applicant to determine ADA compliance.

Parking space and maneuvering aisle dimensions meet the standards of Section 19.06, except for three parallel spaces near the rear lot line that do not extend the required 25 feet. The Planning Commission may include the dimensional standards of Section 19.06 as a condition of approval.

Lastly, one loading/unloading space is required based on the building size. This is not indicated on the site plan and may be discussed with the applicant. A loading space in accordance with Section 19.08 may be included as a condition of approval, though it may not be needed.

**Signage.** Signage has not been included in the site plan submittal. If new signage is proposed, the Planning Commission should require any signage to comply with Chapter 20 of the Zoning Ordinance.

**Site Plan Review Standards.** To approve a special land use, the Planning Commission must find that each of the standards listed in Section 18.06 would be met. Following are those standards and our remarks on each:

- A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site shall be planned to take into account topography, size of the property, the uses on adjoining property, and the relationship and size of buildings to the site. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this ordinance.

**Remarks:** The site currently contains a car dealership and repair shop on the western portion of the parcel. The applicant is proposing to redevelop the site to accommodate

the same use, but at a larger scale. This would include an expansion of the parking area into the adjacent eastern parcel and the construction of a larger building to replace the smaller existing buildings. The site design is consistent align with other uses in the C3 General Business district, with a focus on automobile-oriented traffic, and represents an overall improvement to the site.

Some existing trees are proposed for removal to provide parking and merchandise display. While this may be necessary for site development, the scale of the proposed operation may have more perceptible impacts on adjacent residences compared to the existing use due to its larger size. The proposed use would considerably expand parking and building coverage (+11,150 sq. ft.) on the site. Therefore, the Planning Commission may discuss whether the proposed landscaping will adequately buffer the proposed use from adjacent residential districts.

- B. Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. Drives, streets, and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points.

**Remarks:** The site would contain two points of ingress/egress, while closing the curb cut on W. Main Street. This arrangement is expected to help mitigate traffic impacts on W. Main Street while better defining points of ingress/egress on Pleasant Street. Impacts on the street system are further addressed in Site Plan Review Standard C, below. Within the site, traffic circulation appears to provide adequate access throughout the parking lot and around the building.

Pedestrian circulation is accommodated through an existing sidewalk along W. Main Street and a concrete sidewalk adjacent to the front of the building. Minimal pedestrian circulation is anticipated on the property due to the nature of the use. Subject to any comments from the MDOT, the Planning Commission may find this standard met.

- C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area shall be planned to provide a safe and efficient circulation system for traffic within the City of Lowell.

**Remarks:** The applicant is proposing two curb cuts on Pleasant Street, closing the curb cut on W. Main Street, and improving those on Pleasant Street. Section 19.03 F requires that access drives be located no closer than 25 feet to any public street intersection, as measured from the nearest edge of the driveway to the nearest edge of the public street pavement. The proposed driveway is closer than 25 feet to the intersection of Main and Pleasant Streets. However, these are existing curb cuts and the applicant is proposing an overall reduction in access points to the site.

- D. Removal or alteration of significant natural features shall be restricted to those areas, which are reasonably necessary to develop the site in accordance with the requirements of this ordinance. The planning commission requires that approved landscaping, buffers, and/or greenbelts be continuously maintained to ensure that proposed uses will be adequately buffered from one another and surrounding public and private property.

**Remarks:** The applicant is proposing the removal of trees to accommodate a larger parking and display area. Some trees would be removed near Lee Creek. All development is proposed outside the floodplain and a silt fence is proposed to protect sediment from entering the creek. However, the Planning Commission may defer to the Kent County Drain Commission and City Engineer for additional comments regarding impacts to the Creek.

Additionally, the Planning Commission may discuss the extent of proposed impervious surface on the site. While a car dealership likely requires a larger parking area to accommodate vehicles for sale compared to other open air businesses, the applicant has proposed 73 additional parking spaces beyond the Ordinance requirement, though this would be used for inventory, not customer or employee parking.

- E. Satisfactory assurance shall be provided that the requirements of all other applicable ordinances, codes, and requirements of the City of Lowell will be met.

**Remarks:** A condition of approval can stipulate continual compliance with applicable codes and ordinances.

- F. The general purposes and spirit of this ordinance and the Comprehensive Plan of the City of Lowell shall be maintained.

**Remarks:** The purpose of the C3 General Business district is to permit a mixture of residential, office, and commercial uses that do not necessarily adhere to the style of downtown buildings. This district offers more automobile-related uses that would not always be compatible with residential uses. Uses in this district are primarily intended to serve the community and M-21 traffic. The proposed car dealership appears align with this purpose through a vehicle-oriented use.

The subject property is in the Highway Business future land use category of the Master Plan. This category is intended to accommodate retail, office, and service uses that are automobile-oriented. It is also intended to correspond with the C3 General Business zoning district. The proposed use would provide an automobile-oriented retail use. This use is consistent with the future land use category of the Master Plan. The Planning Commission may find this standard met.

**Special Land Use Review Standards.** To approve a special land use, the Planning Commission must find that the proposed special land use meets each of the following standards in accordance with Section 17.03. Following are these standards and our remarks on each:

- A. The proposed special land use shall be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed;

**Remarks:** The applicant is proposing to redevelop the site while retaining a similar use. A car dealership with accessory repair facilities currently exists on the site and the applicant is proposing to redevelop the property for the same use. A larger building is



proposed, although it would replace two existing buildings. Building materials and building elevations were not submitted. The Planning Commission may discuss building design with the applicant and may request building elevations to ensure it would be compatible with the surrounding area.

Improved site access is proposed through limited curb cuts and new sections of sidewalk. Additional site landscaping is also proposed, which may mitigate some impacts from tree removal for parking. Because the use already exists, it is not expected to be inharmonious with adjacent properties. Provided landscaping continues to provide a sufficient buffer from residential areas, the Planning Commission may find this standard met.

- B. The proposed special land use shall be generally consistent with the City of Lowell Master Plan;

**Remarks:** See comments under Site Plan Review, F above.

- C. The proposed special land use shall be served adequately by essential public facilities and services such as highways, streets, police, fire protection, drainage structures, refuse disposal, water, and sewage facilities;

**Remarks:** The site is currently served by City of Lowell Police and Fire Departments. The site reconstruction is expected to enhance access and mitigate traffic impacts on Main Street. The applicant also submitted utility and grading plans. The Planning Commission may defer to the Lowell Area Fire Department for comments regarding emergency vehicle access and the City Engineer regarding utility and stormwater accommodations for the proposed use.

- D. The proposed special land use shall not create excessive additional requirements at public cost for public facilities and services;

**Remarks:** The proposed use is not expected to create additional excessive requirements at public cost for facilities and services. A car dealership with accessory repair facilities is proposed, which is similar to the existing use on the site. Subject to any concerns from the City Engineer, the Planning Commission may find this standard met.

- E. The proposed special land use shall not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.

**Remarks:** The proposed use is not expected to cause excessive production of traffic, noise, smoke, fumes, glare, or odors. All repair operations are proposed inside the building. The site is currently operated as an open air business. While the site may accommodate more traffic due to the expanded use, the applicant has also proposed additional landscaping and better defined curb cuts for safe vehicular access. Provided

the proposed landscaping is determined to provide an adequate buffer for residential uses, the Planning Commission may find this standard met.

- F. The proposed special land use shall comply with all applicable federal, state, and local requirements, and copies of all applicable permits shall be submitted to the City.

**Remarks:** This standard will be addressed as a condition of approval.

**Open Air Business Special Land Use Standards.** In addition to the general standards for special land uses of section 17.03, the Planning Commission must also find that the proposed special land use would comply with specific standards established for open air businesses as listed in Section 17.04 W. These standards are listed below, along with our remarks on each.

- A. Minimum lot area shall be one (1) acre.

**Remarks:** The lot size is approximately 3.2 acres. This standard is met.

- B. Minimum lot width shall be two hundred (200) feet.

**Remarks:** The principal front lot line is 201 feet. This standard is met.

- C. The planning commission may require a six (6) foot fence or wall to be constructed along the rear and/or sides of the lot to keep trash, paper, and other debris from blowing off the premises.

**Remarks:** The applicant is not proposing a fence or wall along the property boundary, though the Planning Commission has required fencing for previous applicants. A dumpster is proposed behind the building. Dumpster details were not included in the site plan, so it is unknown if the dumpster would be screened. The Planning Commission may discuss dumpster screening and fencing to mitigate impacts on the adjacent residential property and may include this as a condition of approval.

- D. All open air businesses shall comply with all applicable city and county regulations regarding sanitation and general health conditions.

**Remarks:** This may be included as a condition of approval.

- E. The lot area used for parking and the display or storage areas shall be provided with a permanent, paved surface, and shall be graded and drained so as to dispose of all surface water.

**Remarks:** The applicant has proposed a paved surface for all parking, display, and storage areas. A grading plan was also submitted, including a storm sewer. Subject to any concerns from the City Engineer, the Planning Commission may find this standard met.

- F. Ingress and egress shall be provided as far as practicable from two (2) intersecting streets and shall be at least fifty (50) feet from an intersection.

**Remarks:** As discussed previously, one curb cut is less than 50 feet from the intersection of Pleasant and Main Streets. However, this curb cut was previously existing and has been narrowed to provide a more defined point of ingress/egress.

- G. All lighting shall be shielded from adjacent residential districts or uses.

**Remarks:** All lighting is 100 percent cutoff and downward facing. The applicant submitted a photometric plan to indicate light intensities at property lines. The Ordinance prohibits lighting intensity in excess of 0.5 foot candles in Section 4.24 E(1). Lighting exceeds this intensity at private boundaries in a few places. Compliance with Section 4.24 E(1) may be included as a condition of approval.

- H. In the case of a plant materials nursery:

- a. The storage or materials display areas shall meet all the yard setback requirements applicable to any building in the district.
- b. All loading activities and parking areas shall be provided on the same premises (off-street).
- c. The storage of any soil, fertilizer, or similar loosely packaged materials shall be contained to prevent any adverse effect upon adjacent properties.

**Remarks:** The applicant is not proposing a plant materials nursery, so this standard is not applicable.

- I. No display area shall be located within twenty (20) feet of a street right-of-way line.

**Remarks:** Aside from vehicular parking, no display areas are proposed.

### **Recommendation**

At the June 14, 2021 public hearing, the Planning Commission should discuss the rezoning request, site plan, and special land use, and carefully consider any comments from the public and the applicant. The Planning Commission should first consider the rezoning request for recommendation to City Council. If the Planning Commission is inclined to recommend approval of the rezoning request, the Planning Commission may also consider approval of the site plan and special land use request. The site plan and special land use must be made contingent upon approval of the rezoning becoming effective, as the proposed use wouldn't otherwise be permitted.

If the Planning Commission recommends approval of the rezoning request to City Council, the Planning Commission may also approve the site plan and special land use. If approved, we suggest the following conditions be included, along with any others deemed necessary:

1. Prior to issuance of any City permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.
2. The applicant shall comply with any requirements from the Lowell Area Fire Department, City's Department of Public Works, City Engineer, Kent County Drain Commissioner, or other approving agencies.
3. The applicant shall continually comply with applicable ordinances, codes, and requirements of the City of Lowell.
4. The proposed special land use shall comply with all applicable federal, state, and local requirements, and copies of all applicable permits shall be submitted to the City.

5. The applicant shall submit all missing site plan items of Section 18.04 B and identified under Completeness of Submission, above, unless specially waived by the zoning enforcement officer.
6. The applicant shall submit building elevations depicting building materials and confirming that the building shall be less than 40 feet in height, in accordance with Section 12.04 of the Zoning Ordinance.
7. The applicant shall receive approval from and comply with any stipulations from MDOT regarding curb cut closures on Main Street. A copy of any permits shall be submitted to the City.
8. The applicant shall comply with the landscape requirements of Section 4.26, including front yard landscaping and interior landscape islands, unless specifically modified by the Planning Commission.
9. Exterior lighting shall not exceed 0.5 foot candles on adjacent private property, in accordance with Section 4.24 of the Zoning Ordinance.
10. All parking spaces shall comply with the dimensional standards of Section 19.06 of the Zoning Ordinance and ADA standards. A loading/unloading space shall be shown on the site plan and comply with the requirements of Section 19.08 of the Zoning Ordinance.
11. Any signage shall comply with Chapter 20 of the Zoning Ordinance.
12. The applicant shall provide screening around the dumpster in accordance with Section 17.04 W(3).
13. The open air business shall comply with all applicable city and county regulations regarding sanitation and general health conditions.
14. Landscaping, buffers and/or greenbelts shall be continuously maintained to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.

As always, please contact us if you have any questions.



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 18, 2021

**TO:** Mayor Mike DeVore and Lowell City Council

**FROM:** Michael T. Burns, City Manager <sup>MD</sup>

**RE:** Partial Parking Lot Closure

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We received a request from King Milling for a partial parking lot closure. They are doing restoration and renovation of the McQueen Building and would like the western end of the Broadway Parking Lot closed so the construction crews can work safely.

This would affect 11 spaces and the time of the closure is during normal working hours Monday through Friday. They will reopen the parking lot on the weekends.

Their plan is to begin construction on Monday June 21, 2021 and they believe they will need until December to keep those spaces closed.

**I recommend the Lowell City Council approve a partial parking lot closure of the Broadway Parking Lot for King Milling during normal working hours from June 21, 2021 to December 31, 2021.**



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** June 18, 2021

**TO:** Mayor DeVore and the Lowell City Council

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

**RE:** PROTEC Membership

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Attached is a letter from PROTEC-The Michigan Coalition to Protect Public Rights-of-Way. PROTEC has been an organization for 25 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.

The cost of membership to the City of Lowell is \$472.88.

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

# ***PROTEC***

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## **The Michigan Coalition to Protect Public Rights-of-Way**

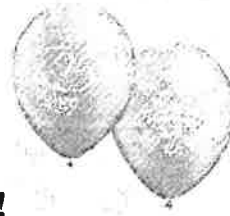
**[www.protec-mi.org](http://www.protec-mi.org)**

June 9, 2021

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

Dear Municipal Manager, Mayor/President, Finance Director and Attorney:

## **PROTEC CELEBRATES OUR 25th ANNIVERSARY**



**THANKS TO YOU!**

For 25 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](http://www.protec-mi.org)**.

### **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 and which require navigating the FCC, NTIA and Treasury Regulations still being finalized. (Individualized assist 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 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 as 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 drafts 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 9<sup>th</sup> 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 9<sup>th</sup> 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 9<sup>th</sup> Cir win.
- **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. **BUT: There are no Municipal interests permanently assigned to that Taskforce!** Please let the Governor’s Office know that PROTEC as the municipal telecom and BB experts, should be included.

- **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 local community interests and inform municipal officials of significant developments in public rights-of-way management including on utility poles, in the ground and via the airwaves. **PROTEC** has taken a proactive approach to the many challenges faced by communities across the state. Now, more than ever, local governments must be diligent in protecting their interests in all rights-of-way issues.

Though we have made great strides in protecting our shared interests, it is crucial to remain committed to these efforts, to protect the gains that have been made, and to continue being a formidable voice in guarding our economic wellbeing.

PROTEC relies completely on its members and contributing communities for its sole support. Your contributions allow PROTEC to participate in judicial, legislative and administrative activities, both on the state and federal levels, to protect local governments' rights concerning the use of public rights-of-way by cable, telecommunications, electric, pipeline and other utility industries.

Even after 25 years, PROTEC has no paid staff. Administrative support for its operations is generously donated by member communities and the Michigan Municipal League. Please consider supporting the work of PROTEC by becoming a member or renewing your community's annual membership. Your dues and contributions will help ensure PROTEC has the resources necessary to continue its strong advocacy on behalf of *all* Michigan municipalities.

Respectfully,

Three handwritten signatures in black ink. The first signature is 'John B. O'Reilly, Jr.', the second is 'Maureen Miller Brosnan', and the third is 'Kenson J. Siver'.

Mayor John B. O'Reilly, Jr.  
City of Dearborn

Mayor Maureen Miller Brosnan  
City of Livonia

Mayor Kenson J. Siver  
City of Southfield

# PROTEC

The Michigan Coalition to Protect Public Rights-of-Way

26000 Evergreen Road  
Southfield, MI 48076  
TEL: 248-796-4503  
FAX: 248-796-4505

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## Application for PROTEC Annual Membership: Fiscal year beginning July 1, 2021.

Membership dues are based on population figures as reported in the 2010 Census (\$.125 per resident, capped at \$12,500).

Dues for the community of  
Lowell

would be  
\$ 472.88

### MEMBERSHIP INFORMATION:

Please complete membership information and return with your payment.

Contact Person

Title

City/Village

Address

Zip Code

10 Digit Phone

10 Digit Fax

Email Address

Checks should be made payable to PROTEC and mailed to:  
Michigan Municipal League  
P.O. Box 7409  
Ann Arbor, MI 48107-7409

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Board of Directors: City of Dearborn, City of Livonia, City of Southfield

Fiscal Agent: Michigan Municipal League

\* A copy of this statement has also been sent to your municipality's Mayor/President/Administrator and Finance Director (as appropriate).

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,094,581.37	2,028,027.10	29,036.38	66,554.27	96.82
STATE	STATE GRANTS	349,050.00	405,467.88	14,852.28	(56,417.88)	116.16
LICPER	LICENSES AND PERMITS	62,918.00	78,034.70	11,239.04	(15,116.70)	124.03
CHARGES	CHARGES FOR SERVICES	372,183.00	73,077.68	16,366.00	299,105.32	19.63
FED	FEDERAL GRANTS	0.00	130,529.14	0.00	(130,529.14)	100.00
OTHER	OTHER REVENUE	17,100.00	10,168.89	(788.92)	6,931.11	59.47
INT	INTEREST AND RENTS	15,100.00	0.00	0.00	15,100.00	0.00
TRANSIN	TRANSFERS IN	308,632.00	308,632.00	0.00	0.00	100.00
LOCAL	LOCAL CONTRIBUTIONS	14,108.00	22,753.21	0.00	(8,645.21)	161.28
FINES	FINES AND FORFEITURES	6,550.00	4,566.21	109.40	1,983.79	69.71
TOTAL REVENUES		3,240,222.37	3,061,256.81	70,814.18	178,965.56	94.48
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	20,644.65	12,070.03	133.61	8,574.62	58.47
172	MANAGER	216,291.41	208,221.64	48,448.49	8,069.77	96.27
191	ELECTIONS	12,888.00	8,788.10	0.00	4,099.90	68.19
209	ASSESSOR	59,620.00	49,658.46	4,040.97	9,961.54	83.29
210	ATTORNEY	65,000.00	96,690.97	25,733.73	(31,690.97)	148.76
215	CLERK	144,683.01	128,648.65	8,350.87	16,034.36	88.92
253	TREASURER	242,848.98	218,300.24	10,952.75	24,548.74	89.89
265	CITY HALL	144,514.70	114,442.20	7,117.82	30,072.50	79.19
276	CEMETERY	140,290.28	69,713.31	8,868.18	70,576.97	49.69
294	UNALLOCATED MISCELLANEOUS	7,000.00	48,954.65	0.00	(41,954.65)	699.35
301	POLICE DEPARTMENT	888,863.15	808,616.28	73,992.57	80,246.87	90.97
305	CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00
336	FIRE	121,534.51	116,510.58	0.00	5,023.93	95.87
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	55,427.06	62,045.57	4,540.94	(6,618.51)	111.94
426	EMERGENCY MANAGEMENT	0.00	24,258.26	0.00	(24,258.26)	100.00
441	DEPARTMENT OF PUBLIC WORKS	305,565.85	215,876.15	12,964.19	89,689.70	70.65
442	SIDEWALK	3,944.19	1,677.25	173.19	2,266.94	42.52
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	6,500.00	3,521.19	301.12	2,978.81	54.17
751	PARKS	173,003.67	101,885.61	7,419.61	71,118.06	58.89
757	SHOWBOAT	500.00	1,235.43	150.20	(735.43)	247.09
758	DOG PARK	0.00	124.00	124.00	(124.00)	100.00
774	RECREATION CONTRIBUTIONS	5,000.00	5,000.00	0.00	0.00	100.00
790	LIBRARY	74,342.11	56,299.48	4,245.98	18,042.63	75.73
803	HISTORICAL DISTRICT COMMISSION	0.00	180.00	0.00	(180.00)	100.00
804	MUSEUM	48,658.06	37,436.13	821.22	11,221.93	76.94
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	488,632.00	516,633.32	0.00	(28,001.32)	105.73
TOTAL EXPENDITURES		3,225,751.63	2,906,787.50	218,379.44	318,964.13	90.11
TOTAL REVENUES		3,240,222.37	3,061,256.81	70,814.18	178,965.56	94.48
TOTAL EXPENDITURES		3,225,751.63	2,906,787.50	218,379.44	318,964.13	90.11
NET OF REVENUES & EXPENDITURES		14,470.74	154,469.31	(147,565.26)	(139,998.57)	1,067.46



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	277,784.00	253,738.96	27,848.91	24,045.04	91.34
INT	INTEREST AND RENTS	500.00	0.00	0.00	500.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		278,284.00	253,738.96	27,848.91	24,545.04	91.18
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	265,000.00	193,541.66	2,398.50	71,458.34	73.03
463	MAINTENANCE	57,052.13	20,046.30	4,750.95	37,005.83	35.14
474	TRAFFIC	10,868.32	7,573.47	57.12	3,294.85	69.68
478	WINTER MAINTENANCE	64,916.26	41,885.67	367.22	23,030.59	64.52
483	ADMINISTRATION	16,944.00	3,232.56	0.00	13,711.44	19.08
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	83,889.76	0.00	(83,889.76)	100.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		414,780.71	350,169.42	7,573.79	64,611.29	84.42
TOTAL REVENUES		278,284.00	253,738.96	27,848.91	24,545.04	91.18
TOTAL EXPENDITURES		414,780.71	350,169.42	7,573.79	64,611.29	84.42
NET OF REVENUES & EXPENDITURES		(136,496.71)	(96,430.46)	20,275.12	(40,066.25)	70.65

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	116,029.65	105,023.54	10,618.58	11,006.11	90.51
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
TRANSIN	TRANSFERS IN	180,000.00	291,891.08	0.00	(111,891.08)	162.16
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		296,129.65	396,914.62	10,618.58	(100,784.97)	134.03
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	274,500.00	131,731.37	0.00	142,768.63	47.99
463	MAINTENANCE	90,148.56	37,081.22	6,836.95	53,067.34	41.13
474	TRAFFIC	11,804.65	8,199.21	40.57	3,605.44	69.46
478	WINTER MAINTENANCE	88,869.47	51,016.04	414.17	37,853.43	57.41
483	ADMINISTRATION	19,662.00	4,150.57	0.00	15,511.43	21.11
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		484,984.68	232,178.41	7,291.69	252,806.27	47.87
TOTAL REVENUES		296,129.65	396,914.62	10,618.58	(100,784.97)	134.03
TOTAL EXPENDITURES		484,984.68	232,178.41	7,291.69	252,806.27	47.87
NET OF REVENUES & EXPENDITURES		(188,855.03)	164,736.21	3,326.89	(353,591.24)	87.23



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
OTHER	OTHER REVENUE	25,000.00	60,000.00	0.00	(35,000.00)	240.00
INT	INTEREST AND RENTS	50.00	0.00	0.00	50.00	0.00
TOTAL REVENUES		25,050.00	60,000.00	0.00	(34,950.00)	239.52
Expenditures						
000		25,000.00	40,105.00	0.00	(15,105.00)	160.42
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,000.00	40,105.00	0.00	(15,105.00)	160.42
TOTAL REVENUES		25,050.00	60,000.00	0.00	(34,950.00)	239.52
TOTAL EXPENDITURES		25,000.00	40,105.00	0.00	(15,105.00)	160.42
NET OF REVENUES & EXPENDITURES		50.00	19,895.00	0.00	(19,845.00)	39,790.0

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	600,000.00	706,176.53	0.00	(106,176.53)	117.70
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		602,500.00	706,176.53	0.00	(103,676.53)	117.21
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	176,250.00	103,564.08	22,683.17	72,685.92	58.76
463	MAINTENANCE	113,716.73	83,344.18	10,068.61	30,372.55	73.29
483	ADMINISTRATION	63,273.22	41,744.58	3,001.79	21,528.64	65.98
740	COMMUNITY PROMOTIONS	75,000.00	8,027.00	0.00	66,973.00	10.70
906	DEBT SERVICE	34,263.28	34,263.28	0.00	0.00	100.00
965	TRANSFERS OUT	325,972.00	325,972.00	0.00	0.00	100.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		788,475.23	596,915.12	35,753.57	191,560.11	75.70
TOTAL REVENUES		602,500.00	706,176.53	0.00	(103,676.53)	117.21
TOTAL EXPENDITURES		788,475.23	596,915.12	35,753.57	191,560.11	75.70
NET OF REVENUES & EXPENDITURES		(185,975.23)	109,261.41	(35,753.57)	(295,236.64)	58.75

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	45,000.00	76,015.00	7,366.00	(31,015.00)	168.92
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		45,000.00	76,015.00	7,366.00	(31,015.00)	168.92
Expenditures						
371	BUILDING INSPECTION DEPARTMENT	40,000.00	63,971.10	2,620.80	(23,971.10)	159.93
TOTAL EXPENDITURES		40,000.00	63,971.10	2,620.80	(23,971.10)	159.93
TOTAL REVENUES		45,000.00	76,015.00	7,366.00	(31,015.00)	168.92
TOTAL EXPENDITURES		40,000.00	63,971.10	2,620.80	(23,971.10)	159.93
NET OF REVENUES & EXPENDITURES		5,000.00	12,043.90	4,745.20	(7,043.90)	240.88

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	500,000.00	(4,390.73)	(4,390.73)	504,390.73	(0.88)
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	5,000.00	838,149.68	12,318.78	(833,149.68)	16,762.9
INT	INTEREST AND RENTS	2,000.00	1,280.00	0.00	720.00	64.00
TRANSIN	TRANSFERS IN	1,000.00	15,843.44	11,983.19	(14,843.44)	1,584.34
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		508,000.00	850,882.39	19,911.24	(342,882.39)	167.50
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	3,860.25	0.00	(3,860.25)	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
751	PARKS	505,000.00	2,377,594.20	49,877.62	(1,872,594.20)	470.81
758	DOG PARK	1,000.00	702.78	53.00	297.22	70.28
759	COMMUNITY GARDEN	0.00	573.00	573.00	(573.00)	100.00
790	LIBRARY	0.00	2,200.00	0.00	(2,200.00)	100.00
TOTAL EXPENDITURES		506,000.00	2,384,930.23	50,503.62	(1,878,930.23)	471.33
TOTAL REVENUES		508,000.00	850,882.39	19,911.24	(342,882.39)	167.50
TOTAL EXPENDITURES		506,000.00	2,384,930.23	50,503.62	(1,878,930.23)	471.33
NET OF REVENUES & EXPENDITURES		2,000.00	(1,534,047.84)	(30,592.38)	1,536,047.84	76,702.3

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	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	308,632.00	308,632.00	0.00	0.00	100.00
TOTAL REVENUES		308,632.00	308,632.00	0.00	0.00	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
906	DEBT SERVICE	308,632.00	308,632.52	0.00	(0.52)	100.00
TOTAL EXPENDITURES		308,632.00	308,632.52	0.00	(0.52)	100.00
TOTAL REVENUES		308,632.00	308,632.00	0.00	0.00	100.00
TOTAL EXPENDITURES		308,632.00	308,632.52	0.00	(0.52)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(0.52)	0.00	0.52	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	15,216.00	24,912.36	1,885.54	(9,696.36)	163.72
OTHER	OTHER REVENUE	0.00	25.00	0.00	(25.00)	100.00
INT	INTEREST AND RENTS	55,100.00	50,832.00	4,332.00	4,268.00	92.25
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		70,316.00	75,769.36	6,217.54	(5,453.36)	107.76
Expenditures						
000		81,500.00	77,710.98	6,161.09	3,789.02	95.35
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		81,500.00	77,710.98	6,161.09	3,789.02	95.35
TOTAL REVENUES		70,316.00	75,769.36	6,217.54	(5,453.36)	107.76
TOTAL EXPENDITURES		81,500.00	77,710.98	6,161.09	3,789.02	95.35
NET OF REVENUES & EXPENDITURES		(11,184.00)	(1,941.62)	56.45	(9,242.38)	17.36

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,018,339.00	969,822.03	108,102.69	48,516.97	95.24
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	100.00	1,336.74	0.00	(1,236.74)	1,336.74
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		1,025,439.00	971,158.77	108,102.69	54,280.23	94.71
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	629,722.88	486,149.22	40,500.12	143,573.66	77.20
551	COLLECTION	414,234.07	119,428.40	6,133.47	294,805.67	28.83
552	CUSTOMER ACCOUNTS	85,040.11	67,998.72	2,681.57	17,041.39	79.96
553	ADMINISTRATION	421,791.50	179,865.39	351.50	241,926.11	42.64
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,550,788.56	853,441.73	49,666.66	697,346.83	55.03
TOTAL REVENUES		1,025,439.00	971,158.77	108,102.69	54,280.23	94.71
TOTAL EXPENDITURES		1,550,788.56	853,441.73	49,666.66	697,346.83	55.03
NET OF REVENUES & EXPENDITURES		(525,349.56)	117,717.04	58,436.03	(643,066.60)	22.41

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,118,692.00	1,101,045.09	99,825.02	17,646.91	98.42
OTHER	OTHER REVENUE	5,000.00	16,583.88	5,229.37	(11,583.88)	331.68
INT	INTEREST AND RENTS	17,040.00	5,649.99	500.00	11,390.01	33.16
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,140,732.00	1,123,278.96	105,554.39	17,453.04	98.47
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	489,737.45	422,980.55	79,853.97	66,756.90	86.37
571	DISTRIBUTION	468,402.66	295,692.10	14,437.78	172,710.56	63.13
572	CUSTOMER ACCOUNTS	90,208.11	72,843.22	2,681.64	17,364.89	80.75
573	ADMINISTRATION	406,437.50	96,384.53	351.50	310,052.97	23.71
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		1,454,785.72	887,900.40	97,324.89	566,885.32	61.03
TOTAL REVENUES		1,140,732.00	1,123,278.96	105,554.39	17,453.04	98.47
TOTAL EXPENDITURES		1,454,785.72	887,900.40	97,324.89	566,885.32	61.03
NET OF REVENUES & EXPENDITURES		(314,053.72)	235,378.56	8,229.50	(549,432.28)	74.95



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 598 - CABLE TV FUND						
Revenues						
OTHER	OTHER REVENUE	100,000.00	108,479.10	0.00	(8,479.10)	108.48
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		100,000.00	108,479.10	0.00	(8,479.10)	108.48
Expenditures						
000		100,000.00	104,479.10	0.00	(4,479.10)	104.48
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		100,000.00	104,479.10	0.00	(4,479.10)	104.48
TOTAL REVENUES		100,000.00	108,479.10	0.00	(8,479.10)	108.48
TOTAL EXPENDITURES		100,000.00	104,479.10	0.00	(4,479.10)	104.48
NET OF REVENUES & EXPENDITURES		0.00	4,000.00	0.00	(4,000.00)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	2,792.49	0.00	(2,792.49)	100.00
INT	INTEREST AND RENTS	80,274.00	80,274.00	0.00	0.00	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		80,274.00	83,066.49	0.00	(2,792.49)	103.48
Expenditures						
000		110,800.00	104,244.91	1,225.61	6,555.09	94.08
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		110,800.00	104,244.91	1,225.61	6,555.09	94.08
TOTAL REVENUES		80,274.00	83,066.49	0.00	(2,792.49)	103.48
TOTAL EXPENDITURES		110,800.00	104,244.91	1,225.61	6,555.09	94.08
NET OF REVENUES & EXPENDITURES		(30,526.00)	(21,178.42)	(1,225.61)	(9,347.58)	69.38

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	226,325.00	143,819.37	10,625.57	82,505.63	63.55
OTHER	OTHER REVENUE	0.00	1,139.45	0.00	(1,139.45)	100.00
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
TRANSIN	TRANSFERS IN	17,340.00	17,340.00	0.00	0.00	100.00
TOTAL REVENUES		243,765.00	162,298.82	10,625.57	81,466.18	66.58
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	320,213.03	178,093.54	10,181.11	142,119.49	55.62
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		320,213.03	178,093.54	10,181.11	142,119.49	55.62
TOTAL REVENUES		243,765.00	162,298.82	10,625.57	81,466.18	66.58
TOTAL EXPENDITURES		320,213.03	178,093.54	10,181.11	142,119.49	55.62
NET OF REVENUES & EXPENDITURES		(76,448.03)	(15,794.72)	444.46	(60,653.31)	20.66

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	10,000.00	9,000.00	500.00	1,000.00	90.00
INT	INTEREST AND RENTS	2,000.00	0.00	0.00	2,000.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		12,000.00	9,000.00	500.00	3,000.00	75.00
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		12,000.00	9,000.00	500.00	3,000.00	75.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		12,000.00	9,000.00	500.00	3,000.00	75.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	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	80.15	0.00	3,919.85	2.00
TOTAL REVENUES		4,000.00	80.15	0.00	3,919.85	2.00
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	80.15	0.00	3,919.85	2.00
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	80.15	0.00	(80.15)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
OTHER	OTHER REVENUE	40,000.00	16,362.18	0.00	23,637.82	40.91
INT	INTEREST AND RENTS	0.00	(25,707.15)	0.00	25,707.15	100.00
TOTAL REVENUES		40,000.00	(9,344.97)	0.00	49,344.97	(23.36)
Expenditures						
000		40,000.00	9,450.00	7,450.00	30,550.00	23.63
965	TRANSFERS OUT	0.00	15,843.44	11,983.19	(15,843.44)	100.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		40,000.00	25,293.44	19,433.19	14,706.56	63.23
TOTAL REVENUES		40,000.00	(9,344.97)	0.00	49,344.97	23.36
TOTAL EXPENDITURES		40,000.00	25,293.44	19,433.19	14,706.56	63.23
NET OF REVENUES & EXPENDITURES		0.00	(34,638.41)	(19,433.19)	34,638.41	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	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	200.00	0.00	0.00	200.00	0.00
TOTAL REVENUES		200.00	0.00	0.00	200.00	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		200.00	0.00	0.00	200.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		200.00	0.00	0.00	200.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	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	50.00	0.00	0.00	50.00	0.00
TOTAL REVENUES		50.00	0.00	0.00	50.00	0.00
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		50.00	0.00	0.00	50.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		50.00	0.00	0.00	50.00	0.00



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	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	37,000.00	0.00	0.00	37,000.00	0.00
TOTAL REVENUES		37,000.00	0.00	0.00	37,000.00	0.00
Expenditures						
483	ADMINISTRATION	0.00	43,328.01	10,668.70	(43,328.01)	100.00
TOTAL EXPENDITURES		0.00	43,328.01	10,668.70	(43,328.01)	100.00
TOTAL REVENUES		37,000.00	0.00	0.00	37,000.00	0.00
TOTAL EXPENDITURES		0.00	43,328.01	10,668.70	(43,328.01)	100.00
NET OF REVENUES & EXPENDITURES		37,000.00	(43,328.01)	(10,668.70)	80,328.01	117.10

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 05/31/2021	ACTIVITY FOR MONTH 05/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 936						
Expenditures						
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
TOTAL REVENUES - ALL FUNDS		8,057,594.02	8,237,402.99	367,559.10	(179,808.97)	102.23
TOTAL EXPENDITURES - ALL FUNDS		9,455,711.56	9,158,181.41	516,784.16	297,530.15	96.85
NET OF REVENUES & EXPENDITURES		(1,398,117.54)	(920,778.42)	(149,225.06)	(477,339.12)	65.86

**LOWELL POLICE DEPARTMENT  
MONTHLY REPORT SUMMARY  
CALENDAR YEAR 2021**

<b>Complaint Book Total</b>	<b>171</b>	<b>323</b>	<b>545</b>	<b>762</b>	<b>953</b>								
<b>Activity</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>TOTAL</b>
<b>Total Arrests</b>	16	17	7	17	18								75
<b>Alcohol (MIP/Open Intox)</b>	0	0	0	0	0								0
<b>Drug Law Violations</b>	0	0	0	0	1								1
<b>Drunk Driving</b>	2	0	0	0	0								2
<b>Suspended License</b>	4	2	2	3	4								15
<b>Warrant Arrest</b>	3	10	2	4	3								22
<b>Other Arrests</b>	7	5	3	10	10								35
<b>Assault</b>	2	2	1	0	1								6
<b>Assault (Civil/Verbal)</b>	6	5	8	4	7								30
<b>Assault (Domestic)</b>	0	0	2	0	1								3
<b>Assist from Other Agency</b>	6	2	3	5	3								19
<b>Assist to Other Agency</b>	11	15	15	17	12								70
<b>Assist to Citizen</b>	58	50	48	39	71								266
<b>Breaking &amp; Entering</b>	0	0	5	0	0								5
<b>Disorderly Conduct</b>	2	0	0	6	4								12
<b>Dog/Animal</b>	1	2	0	3	3								9
<b>Larceny</b>	4	5	2	4	2								17
<b>Malicious Destruction</b>	0	1	7	4	1								13
<b>Motorist Assist</b>	3	7	4	6	5								25
<b>Ordinance Violations</b>	1	2	2	4	10								19
<b>Accident Total</b>	9	8	11	6	9								43
<b>{Property Damage}</b>	8	8	7	6	9								38
<b>{Personal Injury}</b>	1	0	4	0	0								5
<b>Citations Issued</b>	23	24	12	38	94								191
<b>Traffic Stops: Warned</b>	55	37	48	127	133								400
<b>Total # of Traffic Stops</b>	74	54	59	150	175								512

**MONTHLY COMPARISON TOTALS**  
**May 2020 TO May 2021**

ACTIVITY	MAY	2020 YEAR-TO-DATE	MAY	2021 YEAR-TO-DATE
Total Arrests	7	35	18	75
Alcohol (MIP/Open Intox)	0	2	0	0
Drug Law Violations	0	0	0	1
Drunk Driving	2	4	0	2
Suspended License	2	6	4	15
Warrant Arrest	2	10	3	22
Other Arrests	1	13	11	35
Assault	1	5	1	6
Assault (Verbal)	1	16	7	30
Assault (Domestic)	4	10	1	3
Assist from Other Agency	8	30	3	19
Assist to Other Agency	24	69	12	70
Assist to Citizen	14	69	71	266
Breaking & Entering	1	2	0	5
Disorderly Conduct	1	14	4	12
Dog Complaints	3	12	3	9
Larceny	4	13	2	17
Malicious Destruction	0	5	1	13
Motorist Assist	5	20	5	25
Ordinance Violations	2	26	10	19
Accident Total	4	28	9	43
{Property Damage}	4	25	9	38
{Personal Injury}	0	3	0	5
Citations Issued	30	100	94	191
Traffic Stops: Warned	9	269	133	400
# of Traffic Stops Made	38	341	175	512
<b>TOTAL COMPLAINTS</b>	<b>116</b>	<b>512</b>	<b>191</b>	<b>953</b>

## LOWELL ASSISTING OTHER AGENCIES

May, 2021

21-0792	5/5/2021	PDA / UTL	Kent County
21-0802	5/6/2021	Domestic	Kent County
21-0803	5/6/2021	CPS Referral	CPS
21-0844	5/13/2021	Lock-Out	Kent County
21-0859	5/15/2021	Suicidal Subject	Kent County
21-0862	5/16/2021	Alarm	Kent County
21-0872	5/17/2021	Domestic	Kent County
21-0877	5/18/2021	Felony Warrant	Kent County
21-0878	5/18/2021	Threat	Kent County
21-0879	5/18/2021	Mental Health Pickup	Kent County
21-0888	5/19/2021	PDA	Kent County
21-0904	5/22/2021	Suspicious Situation	Kent County

## AGENCIES ASSISTING LOWELL POLICE DEPARTMENT

May 2021

21-0766	05/02/2021	Assault	Kent County
21-0805	05/07/2021	Warrant Arrest	Kent County
21-0852	05/14/2021	Domestic	Kent County

**Lowell Area Fire and Emergency Services Authority**  
**Statement of Net Position**  
**April 30, 2021**

	<u>ASSETS</u>
	Unrestricted
<b>Current Assets</b>	
Cash	\$ 109,728.39
Due from Lowell Township	-
Due from Vergennes Township	-
Due from City of Lowell	-
<b>TOTAL Current Assets</b>	<u>109,728.39</u>
<b>Fixed Assets</b>	
Furniture and Equipment	1,730.70
<b>TOTAL ASSETS</b>	<u><u>\$ 111,459.09</u></u>
<b>Current Liabilities</b>	<u>LIABILITIES AND NET ASSETS</u>
Accounts Payable	\$ -
Accrued Payroll	10,718.17
Payroll liabilities	5,249.40
<b>Long-Term TOTAL Current Liabilities</b>	<u>15,967.57</u>
<b>Net As TOTAL Long-Term liabilities</b>	<u>-</u>
Beginning Net Assets	90,409.64
Increase (Decrease) Net Assets	5,081.88
<b>TOTAL Net Assets</b>	<u>95,491.52</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>\$ 111,459.09</u></u>

**Lowell Fire Authority**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the One and Ten Months Ended April 30, 2021**

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
<b>Revenues</b>					
Lowell Township	32,440.38	\$ 129,761.52	129,761.52	\$ -	100.00%
Vergennes Township	28,608.99	114,435.96	114,435.97	0.01	100.00%
City of Lowell	28,973.12	115,892.48	115,892.51	0.03	100.00%
Sale of Old Off Road Vehicle	-	-	-	-	#DIV/0!
Grants	-	-	-	-	#DIV/0!
Interest and Dividends	4.12	92.09	-	(92.09)	#DIV/0!
Misc. Income	6,388.75	22,920.95	-	(22,920.95)	#DIV/0!
<b>Total Revenues</b>	<b>\$ 96,415.36</b>	<b>\$ 383,103.00</b>	<b>\$ 360,090.00</b>	<b>\$ (23,013.00)</b>	<b>106.39%</b>
<b>Expenditures</b>					
Salaries--Permanent	4,769.24	38,076.94	\$ 28,000.00	\$ (10,076.94)	135.99%
Salaries--Temporary	17,639.50	110,653.00	151,700.00	41,047.00	72.94%
Payroll Taxes	1,714.27	11,327.98	13,800.00	2,472.02	82.09%
Worker's Compensation	-	5,659.00	9,950.00	4,291.00	56.87%
Office Supplies	178.93	1,280.92	1,000.00	(280.92)	128.09%
Operating Supplies	1,455.43	39,395.34	34,500.00	(4,895.34)	114.19%
Fuel	605.94	3,869.82	4,000.00	130.18	96.75%
Professional Services					
Legal	-	2,358.00	6,000.00	3,642.00	39.30%
Accounting	500.00	5,027.98	8,000.00	2,972.02	62.85%
Auditing	-	2,840.00	2,750.00	(90.00)	103.27%
Biocare	-	5,693.00	7,000.00	1,307.00	81.33%
Kent County Fire Assessment	-	16,105.32	12,000.00	(4,105.32)	134.21%
Other	-	3,630.00	-	(3,630.00)	#DIV/0!
Communications	-	10,844.26	15,000.00	4,155.74	72.30%
Travel Expenses	-	-	2,000.00	2,000.00	0.00%
Insurance	-	8,172.00	10,000.00	1,828.00	81.72%
Public Utilities	1,694.01	15,059.10	14,000.00	(1,059.10)	107.57%
Repair and Maintenance--Buildings	-	7,998.60	8,890.00	891.40	89.97%
Repair and Maintenance--Vehicles	2,952.94	18,187.11	15,000.00	(3,187.11)	121.25%
Repair and Maintenance--Other	-	-	-	-	#DIV/0!
Miscellaneous	126.08	1,410.05	1,500.00	89.95	94.00%
Training	-	14,399.22	15,000.00	600.78	95.99%
Capital Expenses					
Building Upgrades	-	100.80	-	(100.80)	#DIV/0!
Fire & Rescue Vehicle Equipment	658.46	2,360.40	-	(2,360.40)	#DIV/0!
Fire Vehicles	-	53,572.28	-	(53,572.28)	#DIV/0!
<b>TOTAL Expenditures</b>	<b>\$ 32,294.80</b>	<b>\$ 378,021.12</b>	<b>\$ 360,090.00</b>	<b>\$ (17,931.12)</b>	<b>104.98%</b>
<b>INCREASE/DECREASE IN NET ASSETS</b>	<b>64,120.56</b>	<b>5,081.88</b>	<b>-</b>	<b>(5,081.88)</b>	
Beginning Net Assets		\$ 90,409.64	\$ 90,409.64		
Ending Net Assets		\$ 95,491.52	\$ 90,409.64		



lat	Name	Memo	C	Split	Debit	Credit	Balance
#	Consumers Energy	Due Date 04.05.2021	68600	Public Utilities		754.95	-754.95
#	CSI Emergency Apparatus, LLC	Invoice 65751	67202	R/M Vehicles		2,801.01	-3,555.96
#	Forestry Suppliers	Invoice 857337-01	68000	Operating Supplies		53.40	-3,609.36
#	5 Alarm	Invoice 204427-3 & Invoice 203025-4	68000	Operating Supplies		567.92	-4,177.28
#	Red Creek Waste Services Inc.	Invoice 13R00355	68600	Public Utilities		36.28	-4,213.56
#	City of Lowell	Account Number 2-02215-1 Service Dates 02.16.2021	68600	Public Utilities		159.73	-4,373.29
#	City of Lowell	Account Number 2-02210-2 Service Dates: 02.16.2021	68600	Public Utilities		256.99	-4,630.28
#	Lowell Light and Power	Service Dates 02.23.2021 to 03.27.2021	68600	Public Utilities		486.06	-5,116.34
#	Direct Deposit	Direct Deposit	1	Payroll Clearing Account		1,942.01	-7,058.35
#	Billing EFT Payment	Billing EFT Payment	67002	Accounting		500.00	-7,558.35
#	Direct Deposit	Direct Deposit	1	Payroll Clearing Account		14,220.59	-21,778.94
#	Child Support EFT Payment	Child Support EFT Payment	5	Garnishment Payable		768.98	-22,547.92
#		Deposit	12000	Undeposited Funds	32,440.38		9,892.46
#	R&R Fire Truck Repair	Invoice 59796, Invoice 59797, Invoice 59793	-SPLIT-			634.46	9,258.00
#	Amazon.com	Order # 5201810	68000	Operating Supplies		41.58	9,216.42
#	Amazon.com	Order # 1260268	64900	Office Supplies		163.04	9,053.38
#	Federal Electronic Payment	Federal Electronic Payment-026013573770776	3	Federal 941		3,830.14	5,223.24
#	Fuel Management System - Pacific Pride		62300	Fuel		426.15	4,797.09
#	State of Michigan	State of Michigan-MI Tax Withheld	4	State Withholding		1,663.32	3,133.77
#	Amazon.com	Order # 5062608	67202	R/M Vehicles		151.93	2,981.84
#	J&B Medical Supply	March 2021 Statement	-SPLIT-			208.04	2,773.80
#	NAPA Auto Parts	March 2021 Statement	69002	Fire & Rescue Vehicle Equipment		24.00	2,749.80
#	Hooper Printing	Invoice 61730	64800	Miscellaneous		119.08	2,630.72
#	Bernard's Ace Hardware	March 2021 Statement	68000	Operating Supplies		92.09	2,538.63
#	Adobe	Invoice 1388166310	64900	Office Supplies		15.89	2,522.74
#	Industrial Safety Products	Order No. 257098	68000	Operating Supplies		238.00	2,284.74
#		Service Charge	64800	Miscellaneous		7.00	2,277.74
#		Deposit		Other Income	6,388.75		8,666.49
#	Direct Deposit	Direct Deposit	1	Payroll Clearing Account		1,942.03	6,724.46
#	Federal Electronic Payment	Federal Electronic Payment-FD Tax Withheld	3	Federal 941	0.00		6,724.46
#		Deposit	12000	Undeposited Funds	28,973.12		35,697.58
#	Iqink	010452405	68000	Operating Supplies		254.40	35,443.18
#		Deposit	12000	Undeposited Funds	28,608.99		64,052.17
#	Fuel Management System - Pacific Pride		62300	Fuel		179.79	63,872.38
#		Interest		Interest Income	4.12		63,876.50
					<u>96,415.36</u>	<u>32,538.86</u>	<u>63,876.50</u>

**Lowell Area Fire and Emergency Services Authority**  
**Statement of Net Position**  
**May 31, 2021**

<u>ASSETS</u>	
	Unrestricted
<b>Current Assets</b>	
Cash	\$ 80,516.85
Due from Lowell Township	-
Due from Vergennes Township	-
Due from City of Lowell	-
<b>TOTAL Current Assets</b>	<u>80,516.85</u>
<b>Fixed Assets</b>	
Furniture and Equipment	1,730.70
<b>TOTAL ASSETS</b>	<u><u>\$ 82,247.55</u></u>
<b>Current Liabilities</b>	<u>LIABILITIES AND NET ASSETS</u>
Accounts Payable	\$ -
Accrued Payroll	10,718.17
Payroll liabilities	6,106.56
<b>Long-Term Liabilities</b>	<u>16,824.73</u>
<b>Net As TOTAL Long-Term liabilities</b>	<u>-</u>
Beginning Net Assets	90,409.64
Increase (Decrease) Net Assets	(24,986.82)
<b>TOTAL Net Assets</b>	<u>65,422.82</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>\$ 82,247.55</u></u>

**Lowell Fire Authority**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the One and Eleven Months Ended May 31,2021**

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
<b>Revenues</b>					
Lowell Township	-	\$ 129,761.52	129,761.52	\$ -	100.00%
Vergennes Township	-	114,435.96	114,435.97	0.01	100.00%
City of Lowell	-	115,892.48	115,892.51	0.03	100.00%
Sale of Old Off Road Vehicle	-	-	-	-	#DIV/0!
Grants	-	-	-	-	#DIV/0!
Interest and Dividends	6.99	99.08	-	(99.08)	#DIV/0!
Misc. Income	-	22,920.95	-	(22,920.95)	#DIV/0!
<b>Total Revenues</b>	<b>\$ 6.99</b>	<b>\$ 383,109.99</b>	<b>\$ 360,090.00</b>	<b>\$ (23,019.99)</b>	<b>106.39%</b>
<b>Expenditures</b>					
Salaries--Permanent	4,769.24	42,846.18	\$ 28,000.00	\$ (14,846.18)	153.02%
Salaries--Temporary	17,580.00	128,233.00	151,700.00	23,467.00	84.53%
Payroll Taxes	1,709.72	13,037.70	13,800.00	#REF!	#REF!
Worker's Compensation	-	5,659.00	9,950.00	4,291.00	56.87%
Office Supplies	15.89	1,296.81	1,000.00	(296.81)	129.68%
Operating Supplies	2,277.10	41,672.44	34,500.00	(7,172.44)	120.79%
Fuel	582.47	4,452.29	4,000.00	(452.29)	111.31%
Professional Services					
Legal	-	2,358.00	6,000.00	3,642.00	39.30%
Accounting	500.00	5,527.98	8,000.00	2,472.02	69.10%
Auditing	-	2,840.00	2,750.00	(90.00)	103.27%
Biocare	-	5,693.00	7,000.00	1,307.00	81.33%
Kent County Fire Assessment	-	16,105.32	12,000.00	(4,105.32)	134.21%
Other	-	3,630.00	-	(3,630.00)	#DIV/0!
Communications	728.74	11,573.00	15,000.00	3,427.00	77.15%
Travel Expenses	-	-	2,000.00	2,000.00	0.00%
Insurance	-	8,172.00	10,000.00	1,828.00	81.72%
Public Utilities	1,276.84	16,335.94	14,000.00	(2,335.94)	116.69%
Repair and Maintenance--Buildings	247.25	8,245.85	8,890.00	644.15	92.75%
Repair and Maintenance--Vehicles	382.44	18,569.55	15,000.00	(3,569.55)	123.80%
Repair and Maintenance--Other	-	-	-	-	#DIV/0!
Miscellaneous	6.00	1,416.05	1,500.00	83.95	94.40%
Training	-	14,399.22	15,000.00	600.78	95.99%
Capital Expenses					
Building Upgrades	-	100.80	-	(100.80)	#DIV/0!
Fire & Rescue Vehicle Equipment	-	2,360.40	-	(2,360.40)	#DIV/0!
Fire Vehicles	-	53,572.28	-	(53,572.28)	#DIV/0!
<b>TOTAL Expenditures</b>	<b>\$ 30,075.69</b>	<b>\$ 408,096.81</b>	<b>\$ 360,090.00</b>	<b>\$ #REF!</b>	<b>113.33%</b>
<b>INCREASE/DECREASE IN</b>	<b>(30,068.70)</b>	<b>(24,986.82)</b>	<b>-</b>	<b>#REF!</b>	

**Lowell Fire Authority**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the One and Eleven Months Ended May 31,2021**

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
NET ASSETS					
Beginning Net Assets		\$ <u>90,409.64</u>	\$ <u>90,409.64</u>		
Ending Net Assets		\$ <u><u>65,422.82</u></u>	\$ <u><u>90,409.64</u></u>		

Date	Name	memo	Account	Split	Debit	Credit	Balance
May 21							
05/04/2021	Billing EFT Payment	Billing EFT Payment	67002 · Accounting			500.00	-500.00
05/04/2021		5/4/21 - Credit/Return Zoro Tools	68000 · Operating Supplies		23.36		-476.64
05/05/2021	Consumers Energy	Service Dates 03.10.21 to 04.09.21	68600 · Public Utilities			341.79	-818.43
05/05/2021	Comcast Business	Service Dates 04.23.21 to 05.22.21	68600 · Public Utilities			35.09	-853.52
05/05/2021	Direct Deposit	Direct Deposit	1 · Payroll Clearing Account			1,942.01	-2,795.53
05/06/2021	Direct Deposit	Direct Deposit	1 · Payroll Clearing Account			13,988.51	-16,784.04
05/06/2021	Child Support EFT Payment	Child Support EFT Payment	5 · Garnishment Payable			835.74	-17,619.78
05/10/2021	Fuel Management System - Pacific Pride		62300 · Fuel			314.59	-17,934.37
05/11/2021	Red Creek Waste Services Inc.	Invoice 14R00362	68600 · Public Utilities			40.28	-17,974.65
05/11/2021	Lowell Light and Power	Service Dates 03.27.2021 to 04.26.2021	68600 · Public Utilities			414.49	-18,389.14
05/11/2021	City of Lowell	Account Number 2-02215-1 Service Dates 03.16.	68600 · Public Utilities			153.10	-18,542.24
05/11/2021	City of Lowell	Account Number 2-02210-2 - Service Dates 03.16.	68600 · Public Utilities			256.99	-18,799.23
05/11/2021	Bernard's Ace Hardware	April 2021 Statement	68000 · Operating Supplies			112.47	-18,911.70
05/11/2021	Allied Fire Sales & Service LLC	Invoice 2297	68000 · Operating Supplies			632.49	-19,544.19
05/11/2021	Federal Electronic Payment	Federal Electronic Payment-026013574410761	3 · Federal 941			4,493.53	-24,037.72
05/14/2021	CSI Emergency Apparatus, LLC	Invoice 65885	67202 · R/M Vehicles			343.75	-24,381.47
05/14/2021	Allied Fire Sales & Service LLC	Invoice 2301	68000 · Operating Supplies			193.44	-24,574.91
05/14/2021	Nye Uniform	Invoice 761388	68000 · Operating Supplies			101.00	-24,675.91
05/14/2021	Verizon	Account Ending #9965 - Past Due Amount	61600 · Communications			338.74	-25,014.65
05/16/2021		Service Charge	64800 · Miscellaneous			6.00	-25,020.65
05/17/2021	Adobe		64900 · Office Supplies			15.89	-25,036.54
05/19/2021	Direct Deposit	Direct Deposit	1 · Payroll Clearing Account			1,942.01	-26,978.55
05/24/2021	Front Line Services Inc	Invoice 35251	67202 · R/M Vehicles			38.69	-27,017.24
05/24/2021	Seaman's	Invoice 111444	67201 · R/M Building			247.25	-27,264.49
05/24/2021	5 Alarm	Invoice 204540-1	68000 · Operating Supplies			142.15	-27,406.64
05/24/2021	Comcast Business	Service Dates 05.23.2021 to 06.22.2021	68600 · Public Utilities			35.10	-27,441.74
05/26/2021	AED Superstore	Order Number 492318	68000 · Operating Supplies			1,118.91	-28,560.65
05/27/2021	Fuel Management System - Pacific Pride		62300 · Fuel			267.88	-28,828.53
05/28/2021	Active 911	Invoice 293903	61600 · Communications			390.00	-29,218.53
05/31/2021		Interest	Interest Income		6.99		-29,211.54
May 21					<u>30.35</u>	<u>29,241.89</u>	<u>-29,211.54</u>

**Lowell Fire Authority**  
**Budget Amendment**  
**June 4, 2021**

	Budget FY 2021	General Fund 5/30/2021 11 months results	Changes to FY 2021 budget	Amended Budget 6/5/2020
<b>Revenues</b>				
Lowell Township	129,761.52	\$ 129,761.52	-	\$ 129,761.52
Vergennes Township	114,435.97	114,435.96	-	114,435.97
City of Lowell	115,892.51	115,892.48	-	115,892.51
Sale of Off Road Vehicle	-	-	-	-
Grants	-	-	-	-
Misc. Income	-	22,920.95	24,000.00	24,000.00
Interest	-	99.08	150.00	150.00
<b>Total Revenues</b>	<b>\$ 360,090.00</b>	<b>\$ 383,109.99</b>	<b>\$ 24,150.00</b>	<b>\$ 384,240.00</b>
<b>Expenditures</b>				
Salaries--Permanent	28,000.00	42,846.18	\$ 20,000.00	\$ 48,000.00
Salaries--Temporary	151,700.00	128,233.00	(8,000.00)	143,700.00
Payroll Taxes	13,800.00	13,037.70	1,500.00	15,300.00
Worker's Compensation	9,950.00	5,659.00	(1,500.00)	8,450.00
Office Supplies	1,000.00	1,296.81	600.00	1,600.00
Operating Supplies	34,500.00	41,672.44	12,000.00	46,500.00
Fuel	4,000.00	4,452.29	1,200.00	5,200.00
Professional Services				
Legal	6,000.00	2,358.00	(2,000.00)	4,000.00
Accounting	8,000.00	5,527.98	(1,000.00)	7,000.00
Auditing	2,750.00	2,840.00	200.00	2,950.00
Biocare	7,000.00	5,693.00	-	7,000.00
Kent County Fire Assessment	12,000.00	16,105.32	5,000.00	17,000.00
Other services	-	3,630.00	4,000.00	4,000.00
Communications	15,000.00	11,573.00	(2,000.00)	13,000.00
Travel Expenses	2,000.00	-	(1,000.00)	1,000.00
Insurance	10,000.00	8,172.00	-	10,000.00
Public Utilities	14,000.00	16,335.94	3,500.00	17,500.00
Repair and Maintenance--Buildings	8,890.00	8,245.85	1,000.00	9,890.00
Repair and Maintenance--Vehicles	15,000.00	18,569.55	5,000.00	20,000.00
Repair and Maintenance--Other	-	-	-	-
Miscellaneous	1,500.00	1,416.05	100.00	1,600.00
Training	15,000.00	14,399.22	-	15,000.00
Capital Expenses				
Building Upgrades	-	100.80	200.00	200.00
Fire & Rescue Vehicle Equipment	-	2,360.40	2,500.00	2,500.00
Fire Vehicles	-	53,572.28	54,000.00	54,000.00
<b>TOTAL Expenditures</b>	<b>\$ 360,090.00</b>	<b>\$ 408,096.81</b>	<b>\$ 95,300.00</b>	<b>\$ 455,390.00</b>
<b>INCREASE/DECREASE IN NET ASSETS</b>	<b>-</b>	<b>(24,986.82)</b>	<b>(71,150.00)</b>	<b>(71,150.00)</b>



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

Monday, June 07, 2021

Fire Authority Board:

We responded to 91 total incidents for the month of April. With no major incidents all month. We have responded to 417 total requests for service to date in 2021, an increase of 102 calls over the same time frame in 2020 and 40 over 2019.

I had an opportunity to have a sit down with Lowell First look to talk about our Q1 (Calendar) information. They are going to roll out a monthly profile on each of our members starting this month.

We are still out of stock for CO and Smoke alarms.

We had a Probationary member separate to deal with some family issues, he intends to reapply and try out again later. We have one Probationary member take a leave of absents to work out of town over the summer.

Engine 3 is back in-service. The repairs are not yet fully complete however, the truck is serviceable.

The web site is up and running ([www.lowellfire.org](http://www.lowellfire.org)). This has been working every well for burn permits, 18 permits were issued through the web sit in the last few weeks. We are working on a "Board" tab for the web site to provide more information on the board including member information and past meeting information.

We now have 6 AHA CPR Instructors in house and will be providing a CPR AED training for Lowell PD in July.

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 6/1/2021 8:26:31 AM



## Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 05/01/2021 | End Date: 05/31/2021

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	38	41:50
Lowell Township - Lowell Township	33	48:15
Vergennes Township - Vergennes Township	20	45:29
<b>TOTAL</b>	<b>91</b>	<b>135:34</b>

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.

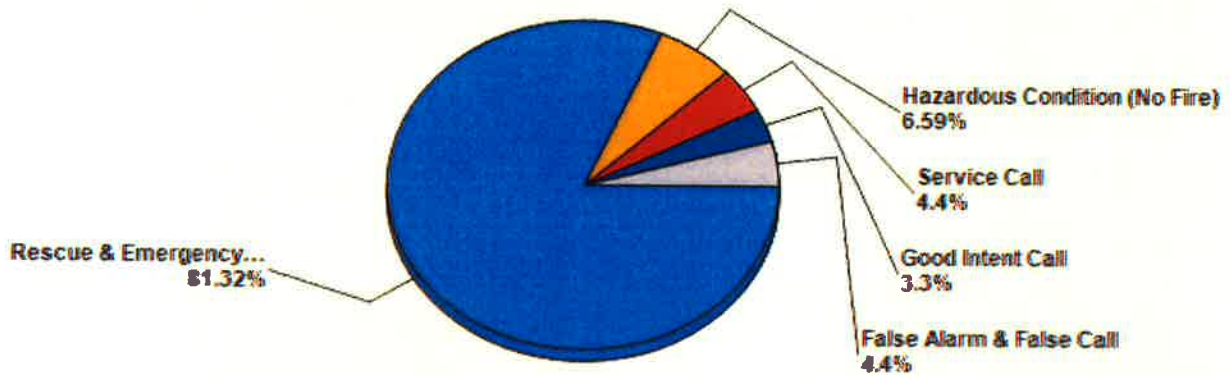
Lowell, MI

This report was generated on 6/4/2021 1:08:47 PM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2021 | End Date: 05/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	74	81.32%
Hazardous Condition (No Fire)	6	6.59%
Service Call	4	4.4%
Good Intent Call	3	3.3%
False Alarm & False Call	4	4.4%
<b>TOTAL</b>	<b>91</b>	<b>100%</b>

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
321 - EMS call, excluding vehicle accident with injury	69	75.82%
322 - Motor vehicle accident with injuries	1	1.1%
324 - Motor vehicle accident with no injuries.	4	4.4%
412 - Gas leak (natural gas or LPG)	1	1.1%
424 - Carbon monoxide incident	2	2.2%
442 - Overheated motor	1	1.1%
444 - Power line down	2	2.2%
511 - Lock-out	1	1.1%
551 - Assist police or other governmental agency	1	1.1%
561 - Unauthorized burning	2	2.2%
600 - Good intent call, other	1	1.1%
611 - Dispatched & cancelled en route	2	2.2%
700 - False alarm or false call, other	1	1.1%
710 - Malicious, mischievous false call, other	1	1.1%
735 - Alarm system sounded due to malfunction	1	1.1%
744 - Detector activation, no fire - unintentional	1	1.1%

TOTAL INCIDENTS:	91	100%
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**Dept. of Public Works, City of Lowell**

217 S. Hudson

Lowell, MI. 49331

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

**Next Place to Be****1676****INVOICE****Police**

Print Date : 06/01/2021

2016 Ford - Police Interceptor Utility

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

Lic # : 002 X 977 - MI

Odometer In : 66,631

Unit # : 837

Odometer Out :

Cust ID : 2

VIN # : 1FM5K8AR0 GGA63088

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Extended
Misc. Shop Supplies			15.00	Invoice 225392, Harold Zeigler Ford 5-14-2021 R&R front struts and strut mounts.		929.73
[ Technicians : ]						

Org. Estimate	\$ 944.73	Revisions	\$ 0.00	Current Estimate	\$ 944.73	Additional Cost	Revised Estimate
---------------	-----------	-----------	---------	------------------	-----------	-----------------	------------------

<b>Labor:</b>	<b>0.00</b>
<b>Parts:</b>	<b>15.00</b>
<b>Sublet:</b>	<b>929.73</b>
<b>Sub:</b>	<b>944.73</b>
<b>Tax:</b>	<b>0.00</b>
<b>Total:</b>	<b>\$944.73</b>
<b>Bal Due:</b>	<b>\$0.00</b>

[ Payments - Cash - \$944.73 ]

**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: 06/03/2021

Period From: 05/01/2021 To: 05/31/2021

Invoice Number	Date	Name	Tax	Total	Balance Due
001674	05/06/2021	Police	0.00	51.49	1,293.79
001675	05/12/2021	Equipment	0.00	313.01	157.50
001676	05/14/2021	Police	0.00	944.73	1,293.79
001677	05/24/2021	Equipment	0.00	343.02	157.50
001679	05/19/2021	Equipment	0.00	429.13	157.50
001680	05/06/2021	Equipment	0.00	18,360.80	157.50
001681	05/06/2021	Equipment	0.00	831.31	157.50
001682	05/12/2021	Equipment	0.00	605.90	157.50
001683	05/18/2021	Equipment	0.00	109.73	157.50
<b>Grand Totals:</b>			<b>0.00</b>	<b>21,989.12</b>	<b>3,690.08</b>
<b>Number of Invoices:</b>		<b>9</b>	<b>* - Indicates a Counter Sale</b>		
<b>Averages:</b>				<b>\$2,443.24</b>	<b>410.01</b>

Dept. of Public Works, City of Lowell

217 S. Hudson

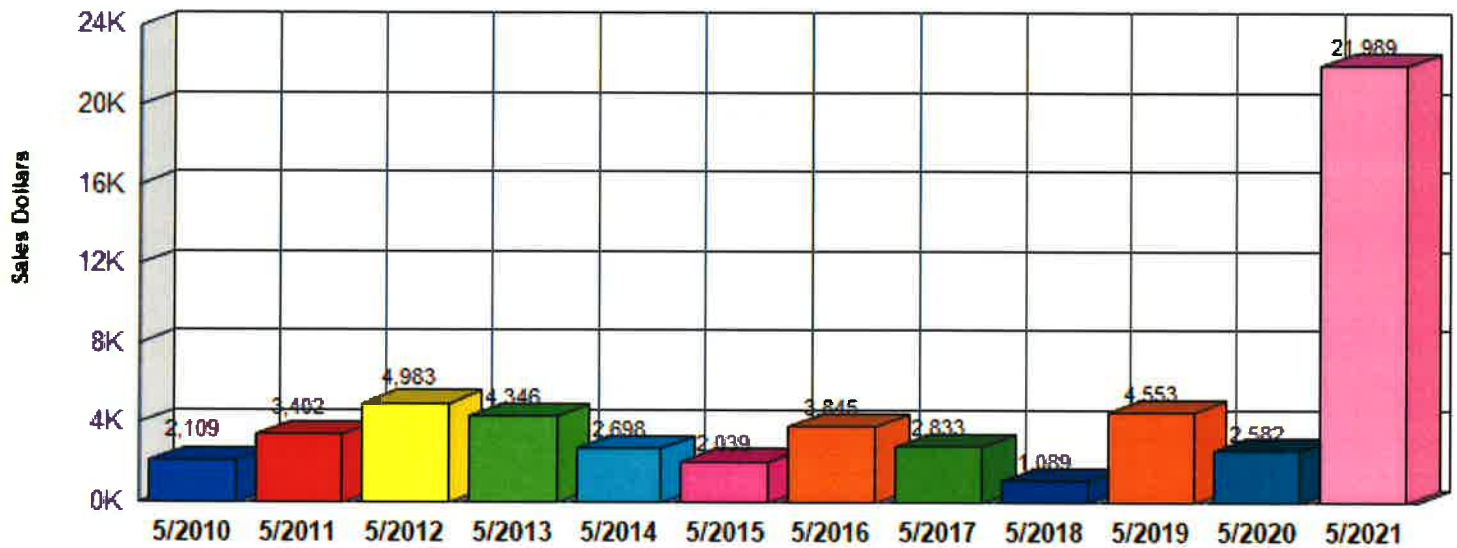
Lowell, MI. 49331

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

Sales By Selected Month For The Month Of May

Report Date: 06/03/2021

<u>Month &amp; 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
<b>Totals:</b>		<b>121</b>	<b>56,468.71</b>		<b>\$45,621.92</b>		<b>\$10,021.95</b>



**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****1674****INVOICE****Police**

Print Date : 05/07/2021

2015 Ford - Police Interceptor Utility

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

Lic # : 002 X 978 - MI

Odometer In : 84,513

Unit # : 838

Odometer Out :

Cust ID : 2

VIN # : 1FM5K8AR4 FGA57275

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Extended
Misc. Shop Supplies			2.45	Invoice 225275, Harold Zeigler Ford 5-6-2021		49.04
				LOF		
[ Technicians : ]						
Org. Estimate	\$ 51.49	Revisions	\$ 0.00	Current Estimate	\$ 51.49	Additional Cost Revised Estimate

<b>Labor:</b>	<b>0.00</b>
<b>Parts:</b>	<b>2.45</b>
<b>Sublet:</b>	<b>49.04</b>
<b>Sub:</b>	<b>51.49</b>
<b>Tax:</b>	<b>0.00</b>
<b>Total:</b>	<b>\$51.49</b>
<b>Bal Due:</b>	<b>\$0.00</b>

[ Payments - Cash - \$51.49 ]

CITY OF LOWELL  
REPORT FOR : MAY  
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 25.524829 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 375.3 HOURS, WHICH RESULTED IN  
436.45 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 131.17

ELECTRICAL COST PER MILLION GALLONS: \$ 215.13

TOTAL COST PER MILLION GALLONS: \$ 346.30

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WATER PRODUCTION

DAILY AVERAGE: 0.823 MILLION GALLONS

DAILY MAXIMUM: 1.141 MILLION GALLONS

DAILY MINIMUM: 0.530 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 12.106 HOURS PER DAY.

# Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

May 2021







June 17, 2021

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

Dear Mr. Burns:

On behalf of Suez I am pleased to submit the May Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 29.95 million gallons of wastewater were treated, down from 34.34 million gallons the month before.

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

#### INDUSTRIAL PRETREATMENT PROGRAM

The Fullers Septic May surcharges were \$103.62 for the month. No operational problems were experienced at the plant from this discharge.

The Litehouse May surcharges were \$3,497.04, included in this was 4 fines for exceeding the upper limit for BOD and FOG. No operational problems were experienced at the plant from this discharge.

#### MAINTENANCE COST REPORT

Date	Vendor	Cost
4/13	AutoZone (1)	\$6.88
5/1	Ace Hardware (2)	196.12
5/7	Amazon (3)	24.32
5/11	Flagpoles Etc. (4)	238.50
5/14	Grainger (5)	55.48
5/14	IES-Surplus (6)	175.74
5/14	Lowes (7)	463.54
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 19-20)*		\$ 12,014.93*
Maintenance Allowance Spent YTD		\$ 11,292.19
Balance of Maintenance Allowance		\$ 722.74

\*The maintenance spending for FY 19-20 was under the annual allotment by \$14.93. That amount will be added to the beginning balance on July 1<sup>st</sup>. That makes the beginning balance \$12,014.93 (\$12,000+14.93).

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

- Replaced power steering fluid in plant truck (1)
- Rescued areas of lawn, repaired stop gate hoist (2)
- Replaced rain sensor for sprinkler system (3)
- Replaced flagpole light (4)
- Replaced oil change pump (5)
- Replaced rotor disconnect switch (6)
- Applied lawn fertilizer (7)

#### PROJECTS FOR THE FUTURE

- Continue miscellaneous painting projects
- Replace oil lines for sanitary pumps
- Replace overflow baffle in entrance channel
- Replace ceiling tiles in lab

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

Respectfully submitted,

SUEZ

A handwritten signature in blue ink, appearing to read "B. Vander Meulen".

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 5 mg/l, 88% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 7.0 mg/l, 77% under the NPDES limit of 30 mg/l. The worst 7-day average was 13.6 mg/l, 70% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.83 mg/l, the limit is 1.0 mg/l.

The average removal rate for BOD was 98%; a minimum of 85% is required. The average removal rate for Suspended Solids was 94%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 81 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 147 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 35 ug/l; the limit is 38 ug/l. The monthly average was 11 ug/l.

## Appendix A

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State of Michigan  
Department of Environmental Quality

# Plant Influent Sheet

Lowell, Michigan

R4607 4/74  
4833-6040

Plant No. Month Year  
410049 May 2021

Superintendent's Signature \_\_\_\_\_  
Brian Vander Meulen, Supt.

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

WEATHER			FLOW		RAW SEWAGE QUALITY												
D A Y P N S F	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD		SS		Total-P		VSS	NH3-N		Mercury	
	0033	0045	50050	50051	00011	00400	mg/l	LBS	mg/l	LBS	mg/l	LBS	mg/l	mg/l	LBS	ng/l	
1	268	0.00	1.04	1.60												*G	1
2	2468	0.00	1.14	1.70													2
3	246	0.32	1.09	1.40	55	7.2	275	2500	176	1600			158				3
4	26	0.00	1.07	1.60													4
5	27	0.00	1.01	1.60	57	6.9	202	1702	98	825	3.0	25.3	96	11.6	97.7		5
6	347	0.15	1.07	1.50													6
7	27	0.00	0.97	1.50	57	7.1	225	1820	96	777			84				7
8	27	0.00	1.02	1.60													8
9	27	0.00	1.04	1.40													9
10	27	0.00	0.97	1.40	58	7.1	148	1197	88	712			84				10
11	27	0.00	0.98	1.40													11
12	26	0.00	0.93	1.40	58	7.1	252	1955	130	1008	3.4	26.4	120	13.2	102.4		12
13	16	0.00	1.00	1.40													13
14	26	0.00	0.87	1.30	58	7.1	195	1415	110	798			92				14
15	246	0.12	0.91	1.40													15
16	26	0.00	1.01	1.30													16
17	26	0.00	0.92	1.40	59	7.1	342	2624	216	1657			208				17
18	26	0.00	0.95	1.30													18
19	26	0.00	0.94	1.40	57	7.2	138	1082	102	800	3.0	23.5	94	13.0	101.9		19
20	26	0.00	0.93	1.40													20
21	26	0.00	0.87	1.30	57	7.2	171	1241	92	668			88				21
22	268	0.00	0.89	1.40													22
23	246	0.12	0.99	1.50													23
24	26	0.00	0.91	1.40	56	7.3	104	789	104	789			100				24
25	246	0.64	0.95	1.40													25
26	26	0.00	0.94	1.40	57	7.1	257	2015	170	1333	3.3	25.9	152	13.5	105.8		26
27	346	0.50	0.96	1.40													27
28	3468	0.07	0.87	1.40	58	7.3	134	972	76	551			72				28
29	378	0.00	0.94	1.40													29
30	268	0.00	0.84	1.50													30
31	26	0.00	0.93	1.10													31
TL	XXXX	1.92	29.95	XXXX	XXXX	XXXX	XXXX	49888	XXXX	29756	XXXX	783	XXXX	XXXX	3160.7808	XXXX	TL
ME	XXXX	XXXX	0.97	XXXX	57	7.1	204	1609	122	960	3.2	25.3	112	12.8	102.0	XXXX	ME
MAX	XXXX	0.64	1.14	1.70	59	7.3	342	2624	216	1657	3.4	26.4	208	13.5	105.8	XXXX	MAX
MIN	XXXX	XXXX	0.84	1.10	55	6.9	104	789	76	551	3.0	23.5	72	11.6	97.7	XXXX	MIN

# Activated Sludge Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

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

Plant No. 410049  
Month May  
Year 2021

Superintendent's Signature  
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modification see code 80889	REMARKS
D A Y P N S	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	33.1											0.0	4	1
2		30.2											0.0		2
3		31.6	18.8	0.10	2509	2072	32	0.78	3.9	128	0.38	0.31	95.5		3
4		32.2											24.5		4
5		34.1	31.3	0.08	2155	1797	30	0.72	4.7	139	0.35	0.29	0.0		5
6		32.2											32.0		6
7		35.5	36.1	0.08	2342	1942	35	0.67	5.1	149	0.35	0.29	26.9		7
8		33.8											0.0		8
9		33.1											0.0		9
10		35.5	40.4	0.05	2399	1974	34	0.71	5.0	142	0.40	0.33	29.8		10
11		35.2											25.1		11
12		37.1	27.0	0.09	2271	1859	34	0.67	4.5	150	0.35	0.29	0.0		12
13		34.5											29.7		13
14		39.6	24.6	0.09	1640	1346	23	0.71	2.4	140	0.37	0.30	0.0		14
15		37.9											0.0		15
16		34.1											0.0		16
17		37.5	19.6	0.10	2715	2236	36	0.75	3.4	133	0.53	0.44	18.5		17
18		36.3											29.3		18
19		36.7	43.4	0.04	2896	2388	24	1.21	4.5	83	0.50	0.40	48.5		19
20		37.1											108.9		20
21		39.6	40.4	0.06	2254	1850	17	1.33	5.0	75	0.41	0.34	27.6		21
22		38.7											0.0		22
23		34.8											0.0		23
24		37.9	32.2	0.04	2124	1735	17	1.25	5.8	80	0.43	0.34	28.2		24
25		36.3											26.8		25
26		36.7	19.5	0.09	2175	1775	16	1.36	5.4	74	0.44	0.36	0.0		26
27		35.9											110.2		27
28		39.6	43.3	0.05	1996	1617	17	1.17	6.7	85	0.35	0.28	26.3		28
29		36.7											0.0		29
30		41.0											0.0		30
31		37.1											0.0		31
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	687.8	XXXX	TL
ME	192	35.9	31.4	0.07	2290	1883	26	0.94	4.7	115	0.41	0.33	22.2	XXXX	ME
MAX	XXXX	41.0	43.4	0.10	2896	2388	36	1.36	6.7	150	0.53	0.44	110.2	XXXX	MAX
MIN	XXXX	30.2	18.8	0.04	1640	1346	16	0.67	2.4	74	0.35	0.28	XXXX	XXXX	MIN

Remarks:

4833-5034  
R4609 4/74

# Final Effluent Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Plant No. 410049  
Month May  
Year 2021  
Sampling Point Code 001

Superintendent's Signature  
Brian Vander Meulen, Supt.

R 4610 4/74  
4833-5468

DAY PN SF	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3		Cl2	Mercury	DAY PN SF
	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	
1	80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	00610	50060	71900	1
2																	*G	2
3	8	73	97	12.7	115	93				7.3	7.3	9.6	26			4		3
4																		4
5	3	25	99	2.0	17	98	0.64	5.39	79	1.6	7.3	10.0	130	0.13	1.10	3		5
6																		6
7	3	24	99	4.4	36	95				4.0	7.2	10.0	56			19		7
8																		8
9																		9
10	3	24	98	3.2	26	96				2.8	7.3	9.9	110			4		10
11																		11
12	6	47	98	5.0	39	96	0.86	6.67	75	4.5	7.2	10.1	240	0.29	2.25	1		12
13																		13
14	7	51	96	17.0	123	85				11.0	7.2	9.8	4			35		14
15																		15
16																		16
17	3	23	99	10.7	82	95				10.0	7.2	9.7	87			2		17
18																		18
19	6	47	96	13.0	102	87	0.97	7.60	68	12.0	7.3	9.4	164	1.30	10.19	3		19
20																		20
21	2	15	99	1.6	12	98				1.2	7.2	9.5	224			6		21
22																		22
23																		23
24	2	15	98	4.8	36	95				4.4	7.3	9.4	58			33		24
25																		25
26	2	16	99	5.2	41	97	0.85	6.66	74	4.0	7.2	9.2	232	0.08	0.63	5		26
27																		27
28	2	15	99	4.8	35	94				4.0	7.1	8.3	93			21		28
29																		29
30																		30
31																		31
TL	XXXX	966	XXXX	XXXX	1714	XXXX	XXXX	204.1	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	109.82	XXXX	XXXX	TL
ME	4	31	98	7.0	55	94	0.83	6.58	74	5.6	7.2	9.6	81	0.45	3.54	11	XXXX	ME
WA	5	41	97	13.6	102	89	XXXX	XXXX	XXXX	11.0	7.3	8.8	147	1.30	10.19	20	XXXX	WA
MAX	8	73	99	17.0	123	98	0.97	7.60	79	12.0	7.3	10.1	240	1.30	10.19	35	XXXX	MAX
MIN	2	15	96	1.6	12	85	0.64	5.39	68	1.2	7.1	8.3	4	0.08	0.63	1	XXXX	MIN

Remarks: Fecal Coli for May 12 are actually "Greater Than"  
Cl2 Residuals for May 12 are actually "Less Than"

# Miscellaneous Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

R 4607 4/74  
4833-6040

Plant No. 410049  
Month May  
Year 2021

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	2	1.4	10	20	
2	1	0	1.8	5	20	
3	1	0	1.6	8	20	
4	1	1	1.8	7	20	
5	1	3	1.4	7	20	
6	1	14	1.8	8	20	
7	1	5	1.4	10	20	
8	1	3	1.6	10	20	
9	1	1	1.6	10	30	
10	1	8	1.6	10	20	
11	1	8	1.6	10	25	
12	1	4	1.4	10	20	
13	1	2	1.4	10	25	
14	1	1	1.4	10	25	
15	1	0	1.6	2	25	
16	1	1	1.6	8	25	
17	1	6	1.6	5	25	
18	1	0	2.0	10	30	
19	1	1	1.8	10	30	
20	1	0	2.1	10	30	
21	1	0	1.6	5	35	
22	1	0	1.6	12	30	
23	1	0	1.8	13	35	
24	1	0	1.8	7	35	
25	1	0	1.8	10	30	
26	1	1	1.8	10	35	
27	1	0	2.0	10	30	
28	1	1	1.6	8	30	
29	1	0	1.8	10	30	
30	1	0	1.6	10	30	
31	1	0	1.8	10	30	
TL	31	62	51.7	275	820	0
ME	1	2	1.7	9	26	0
MAX	1	14	2.1	13	35	0
MIN	1	0	1.4	2	20	0

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	168	0	0	0
Shift Operator	1	1	188	0	0	0
Total	2	1	356	0	0	0
Weekday Hrs.	9					
Saturday Hrs.	4					
Sunday Hrs.	4					
Holiday Hrs.	4					



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

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

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

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
FROM 2021	5	1	TO 2021	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	SAMPLE MEASUREMENT	0.97	1.14	(03)	*****	*****	*****		-	7/7	RECORD FLOW	
50050 1 0 0	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW	
EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	55	102	(26)	*****	7.0	13.6	(19)	0	3/7	24 HR COMP	
SOLIDS, TOTAL SUSPENDED	PERMIT REQUIREMENT	360	530		*****	30	45			WEEKDAYS	24 HR COMP	
00530 B 0 0	SAMPLE MEASUREMENT	MONTHLY AVG	7 DAY AVG	lbs/day	*****	MONTHLY AVG	7 DAY AVG	mg/L				
PRIOR TO DISINFECT	PERMIT REQUIREMENT	31	41	(26)	*****	4	5	(19)	0	3/7	24 HR COMP	
BOD, CARBONACEOUS 05 DAY, 20C	SAMPLE MEASUREMENT	300	470		*****	25	40			WEEKDAYS	24 HR COMP	
80082 B 0 0	PERMIT REQUIREMENT	MONTHLY AVG	7 DAY AVG	lbs/day	*****	MONTHLY AVG	7 DAY AVG	mg/L				
PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	10.19	(26)	*****	*****	1.30	(19)	0	1/7	24 HR COMP	
NITROGEN, AMMONIA TOTAL (AS N)	PERMIT REQUIREMENT	*****	REPORT DAILY MAX	lbs/day	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP	
00610 B 1 0	SAMPLE MEASUREMENT	6.6	7.6	(26)	*****	0.83	0.97	(19)	0	1/7	24 HR COMP	
PRIOR TO DISINFECT	PERMIT REQUIREMENT	12	REPORT DAILY MAX	lbs/day	*****	1.0	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP	
PHOSPHORUS, TOTAL (AS P)	SAMPLE MEASUREMENT	*****	*****		*****	*****	35	(19)	0	3/7	GRAB	
00665 B 0 0	PERMIT REQUIREMENT	*****	*****	*****	*****	*****	38			WEEKDAYS	GRAB	
CHLORINE, TOTAL RESIDUAL	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G		0	1/90	GRAB	
50060 P 0 0	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB	
SEE COMMENTS BELOW												
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G		0	1/90	GRAB	
71900 B 0 0	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB	
POST DISINFECT												
<b>NAME/TITLE PRINCIPAL EXECUTIVE OFFICER</b>  Brian Vander Meulen, Supt.  <b>TYPED OR PRINTED</b>					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.				<b>PHONE NUMBER</b> (616) 897-8135		<b>DATE</b> 2021 6 10	
									<b>SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT</b>		<b>AREA CODE</b>	

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

P=AFTER DISINFECTION

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

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

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

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD							
YEAR	MO	DAY	FROM	TO	YEAR	MO	DAY
2021	5	1			2021	5	31

\*\*\* NO DISCHARGE ☐ \*\*\*  
 NOTE: Read Instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000006		*****	*****	0.67		0	1/90	CALCTD
71900 X 0 0	PERMIT REQUIREMENT	*****	0.000024	lbs/day	*****	*****	2.0	ng/L		QUARTERLY	CALCTD
POST DISINFECT			12-Mo Rolling Avg				12-Mo Rolling Avg				
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****		*****	81	147	(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	*****	96	(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	*****	*****		94	*****	85	(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	*****	*****		7.1	*****	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	2021	6	10	
TYPED OR PRINTED						SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR	MO

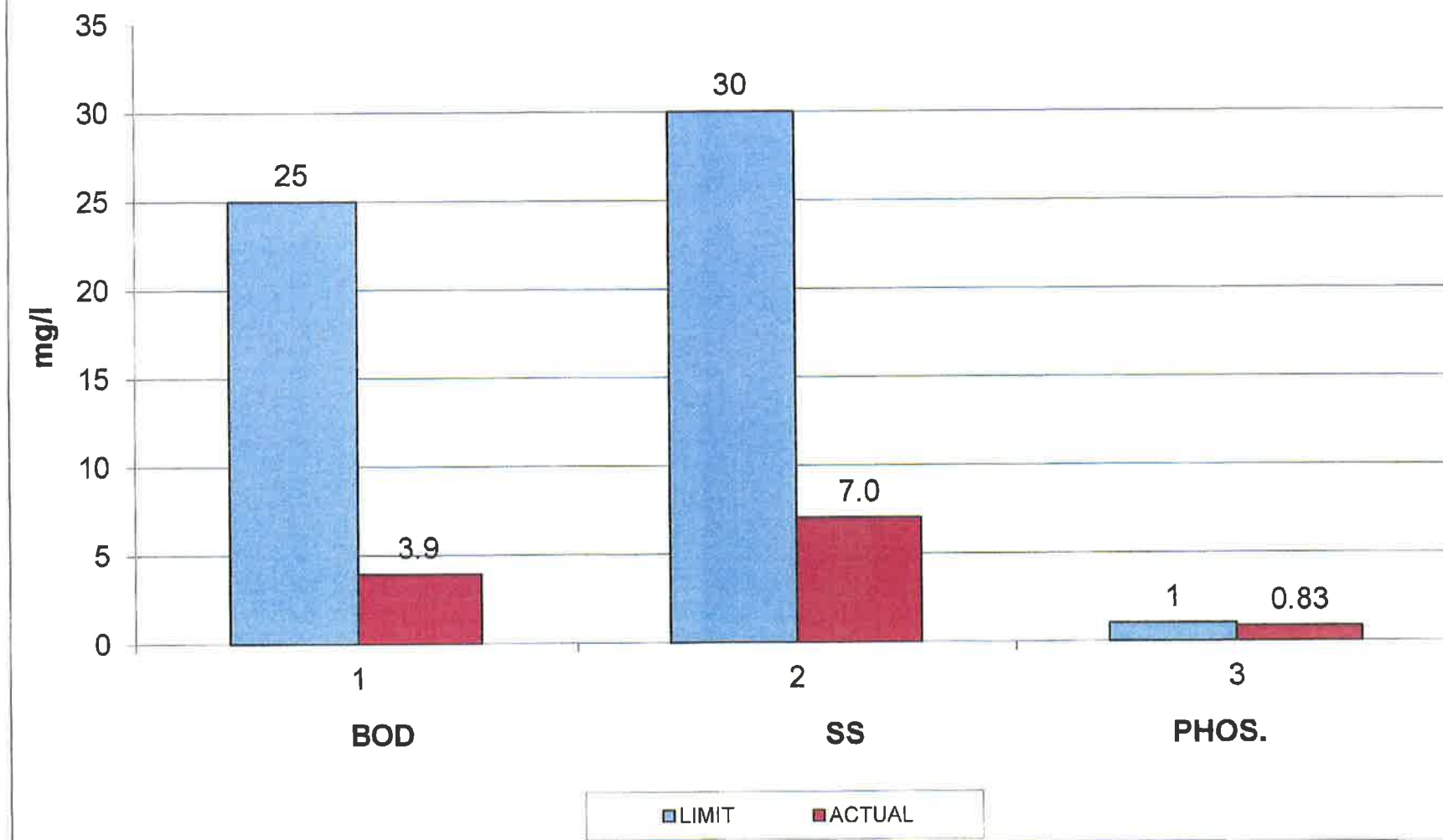
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

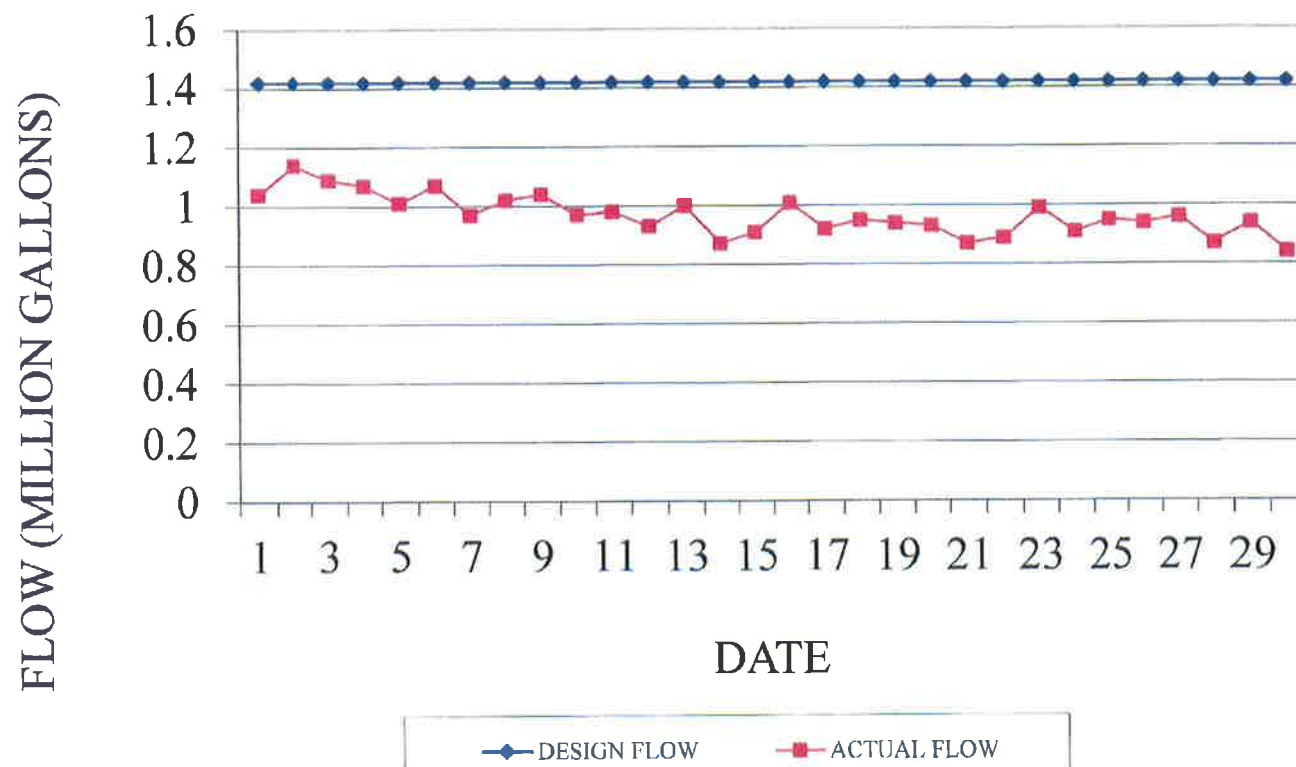
## Appendix B



## EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW





## APPOINTMENTS

	Expires
Arbor Board Vacancy	06/30/2020
Board of Review Vacancy (alternate)	01/01/2023
Construction Board of Appeals Vacancy	01/01/2021
LCTV Endowment Fund Vacancy (Jeff Dickerman Resigned)	12/31/2024
Lowell Light and Power Vacancy (Jeff Dickerman Resigned)	06/30/2021
Lowell Area Fire and Emergency Services Authority Vacancy (Dave Pasquale – Currently Serving)	01/01/2020
Planning Commission Vacancy (Bruce Barker – Currently Serving)	06/30/2021



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

## CITY OF LOWELL

### Application for Board or Commission Appointment

Name: Amanda Schrauben

Address: 755 Grindle Dr., Lowell, MI 49331

Telephone Numbers: Home N/A Cell 616-745-3990

Email: amandabs@gmail.com

Board or Commission Position Desired: LCTV Board and Arbor Board. Also interested in Parks and Rec Board and LARA if an opening becomes available

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

I have been a Lowell resident since March 2003. I am currently serving on the Lowell City Planning Commission. I am also involved in the Lowell Area School District volunteering whenever I can in the classroom and helping with PTO. I continue to look for ways to give back to the community through volunteering.

Signature Amanda B Schrauben June 16, 2021

**Please return application to:**

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

Or by email to:  
[sullery@ci.lowell.mi.us](mailto:sullery@ci.lowell.mi.us)



# CITY OF LOWELL

## Application for Board or Commission Appointment

Name: Matthew Silverman

Address: 125 S Division, Lowell, 49331

Telephone Numbers: Home \_\_\_\_\_ Cell 616.308.2262

Email: matthew.silverman@gmail.com  
\_\_\_\_\_

Board or Commission Position Desired: Arbor board  
\_\_\_\_\_

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

I have lived in Lowell since 2012 and have come to love this city and community. I own the small hobby farm on the east edge of town and have been continually planting and landscaping this formerly derelict property since I acquired it. I have always had a love of trees and view them as vitally important to our ecosystem and health. Each year I try to plant at least ten trees on my property, depending on the conditions year by year. I also harvest dead or dying trees for firewood and for lumber.

I have been interested in learning about the arbor board since I found out about it at a city council meeting and would love to participate in the continued beautification of this city.

I appreciate your time and consideration.

\_\_\_\_\_  
Signature

### Please return application to:

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

Or by email to:

sullery@ci.lowell.mi.us