



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
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CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, AUGUST 21, 2023, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. CONSENT AGENDA
 - Approval of the Agenda.
 - Approve and place on file the minutes of the August 7, 2023 Regular City Council meeting.
 - Authorize payment of invoices in the amount of \$790,225.09.

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. Creekside Kingdom Design
5. NEW BUSINESS
 - a. City Hall Rubber Roof Replacement
 - b. Veterans Proclamation
 - c. Trail Easement - 500 S. Hudson
 - d. Light and Power MERS 457 Participation Agreement Update
 - e. Alternative Schedule
 - f. Hillside Court
6. BOARD/COMMISSION REPORTS
7. BUDGET REPORT
8. MONTHLY REPORTS
9. MANAGER'S REPORT
10. APPOINTMENTS
11. COUNCIL COMMENTS
12. ADJOURNMENT

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



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Lowell, Michigan 49331
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www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, August 21, 2023

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4. OLD BUSINESS

- a. Creekside Kingdom Design. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve Leathers and Associates to begin design of the new Creekside Kingdom at a cost not to exceed \$62,060.

5. NEW BUSINESS

- a. City Hall Rubber Roof Replacement. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve for RG Enterprises to replace our rubber roof at Lowell City Hall for a cost not to exceed \$38,800.

- b. Veterans Proclamation. Mayor DeVore will read the proclamation into record.

- c. Trail Easement – 500 S. Hudson. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council accept an easement agreement with James and Rebecca Reagan at 500 S. Hudson for the trail as prepared.

- d. Light and Power MERS 457 Participation Agreement Update. Lowell Light and Power Manager Charlie West provided a memo.

Recommended Motion: The Board of Lowell Light and Power recommends that City Council approve the updated 457 Participation Agreement, the MERS 457 Employer Contribution Addendum, and the Customized Definition of Compensation Addendum included in your council packet.

- e. Alternative Schedule. City Manager Michael Burns provided a memo.
- f. Hillside Court. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve for Michigan Paving to address the apron on Hillside Court at a cost not to exceed \$9,691.50.

6. BOARD/COMMISSION REPORTS
7. BUDGET REPORT
8. MONTHLY REPORTS
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**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, AUGUST 07, 2023, 7:00 P.M.**

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

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

Present: Mayor Pro Tem Marty Chambers, Councilmember Leah Groves, Councilmember Cliff Yankovich, Councilmember Jim Salzwedel.

Absent: Mayor DeVore.

Present: City Clerk Sue Ullery, City Manager Michael Burns, Police Chief Chris Hurst.

2. **EXCUSE OF ABSENCE.**

IT WAS MOVED BY GROVES and seconded by YANKOVICH to excuse Mayor DeVore.

3. **CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the minutes of the July 17, 2023 Regular City Council meeting.
- Authorize payment of invoices for \$1,266,645.79.

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

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

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

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

David Bonga who resides at 804 Riverside expressed his concern for speeding cars on Riverside and Hudson. Has not see the police stopping anyone, stated that it is a school zone and questioned the Chief of Police on how many have been stopped this month.

Police Chief Hurst then gave breakdown stating there have been 119 stopped and 34 citations given this past month.

5. **OLD BUSINESS**

a.) Tree Ordinance 23-07.

City Manager Michael read his memo stating at our last City Council meeting, the staff presented the Tree Ordinance for consideration. We were asked to bring this back to the next meeting for future consideration. Burns then introduced Maleah Rakestraw from Williams and Works to answer any

additional questions.

Maleah Rakestraw with William & Works then spoke stating she has worked with several city employees to update the tree ordinance that will be more in align with “Tree City, USA”.

Perry Beechum who resides at 924 Riverside Drive spoke in favor of the ordinance.

Councilmember Yankovich stated that Doctor Jim Reagan is supportive of the ordinance as well.

IT WAS MOVED BY YANKOVICH and seconded by SALZWEDEL that Lowell City Council approve Ordinance 23-07 amending our current tree ordinance as presented.

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

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

6. **NEW BUSINESS**

a. Kent Street Design Engineering.

City Manager Michael Burns read his memo stating the City Council approved design engineering for a number of streets adjacent to Monroe and Washington for next year. With Kent Street being deemed a major street, we did not submit a request for engineering as the one's presented were local streets. This street is in the seven-year street plan slated for improvement in Fiscal Year 2024-2025 and was estimated at \$160,000 and will have an updated engineer estimate for the project by Monday. Williams and Works have presented a proposal for Design Engineering for \$34,300 including design engineering and a soil boring allowance.

IT WAS MOVED BY SALZWEDEL and seconded by YANKOVICH that the Lowell City Council approve the design engineering proposal from Williams & Works for Kent Street at a cost not to exceed \$34,300.

YES: Councilmember Salzwedel, Councilmember Yankovich, Mayor Pro Tem Chambers, Councilmember Groves.

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

b. MML Annual Conference Delegate.

IT WAS MOVED BY GROVES and seconded by CHAMBERS to approve Councilmember Leah Groves as the MML Annual Conference Delegate.

YES: Councilmember Salzwedel, Mayor Pro Tem Chambers, Councilmember Yankovich.

NO: Councilmember Groves. ABSENT: Mayor DeVore. MOTION CARRIED 3-1.

c. MERS Annual Meeting Officer Delegate.

IT WAS MOVED BY SALZWEDEL and seconded by GROVES that Lowell City Council approve Jeff Phillips for the MERS Annual Meeting Officer Delegate.

YES: Mayor Pro Tem Chambers, Councilmember Yankovich, Councilmember Salzwedel, Councilmember Groves.

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

7. **BOARD/COMMISSION REPORTS.**

Councilmember Yankovich stated there was no Historical District meeting last month and LARA is Wednesday..

Councilmember Salzwedel stated L/P meeting will be 15th of August.

Councilmember Groves stated that Chamber meets tomorrow and Parks next week.

Councilmember Chambers stated he has Planning Commission next week.

8. **CITY MANAGERS REPORT.**

City Manager Michael Burns went over the following:

- He will be appointing Rich Labombard as Assistant Manager/DPW Director. His first day will be September 25, 2023. He was here previously and we are looking forward to having him back.
- We did receive authorization from the USDA for the Washington street project. We are approved for the financing. It will be the same 40 year note, the interest will be 2.75% which is significantly less than the open market.
- Today we met with USDA, there is a giant checklist we need completed but a lot of it has been done because of the Monroe Street project so he told the engineers he would like bids going out for that project around Christmas.
- Grindle and Shepard will begin construction August 21, 2023. Will have a meeting for the affected residents August 17, 2023.
- I have looked at a preliminary estimate if the CopperRock project at the old Rollaway does move forward. I have asked the engineers to give me an estimate on the paving of the street Avery and Division (from Avery to Main). Engineers estimate is about \$331,000 and we may want to consider putting a water line down Avery.
- Monroe project is going well, there are some issues with cleanliness at the site, but we are addressing it and progress is moving forward. On track to meet deadline.
- Notice sent to Lowell Township asking them to tell us what they are going to do, within the next 60 days. We have informed them that we are not interested in creating an Authority or in building additional wells as the City does not need additional wells. Their attorney has acknowledged that he received the letter and we have not heard back.

9. **APPOINTMENTS.**

Roll call vote for Greg Canfield to be re-appointed to the Construction Board of Appeals.

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

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

10. **COUNCIL COMMENTS.**

Councilmember Yankovich thanked Ralph for repairing a broken pipe at his house. Also, our city sidewalks are so much better than Pentwater. Manistee has really changed, it looks amazing and the Chamber of Commerce and City are working together and it really shows.

Councilmember Chambers reminded everyone that the Market on Main is happening this weekend.

Councilmember Salzwedel agreed with David Bongo about cars speed increasing on the city streets, maybe we need a sign up or some more attention to it.

11. **ADJOURNMENT.**

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn @ 7:30 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Sue Ullery, Lowell City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 23-07

**AN ORDINANCE TO REPLACE IN ITS ENTIRETY CHAPTER 23,
"VEGETATION" TO THE CODE OF ORDINANCES OF THE CITY OF
LOWELL**

Councilmember YANKOVICH supported by Councilmember SALZWEDEL moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Restatement of Chapter 23. Chapter 23, "Vegetation" of the Code of Ordinances of the City of Lowell is restated in its entirety as follows:

Chapter 23 - VEGETATION

ARTICLE I. - IN GENERAL

Sec. 23-1. - Intent.

It is the intent of this article to promote and protect the public health, safety, and welfare by regulating the planting, maintenance and removal of trees, shrubs, and other woody plants within the city to maintain a healthy tree canopy, encourage biodiversity, reduce impacts of stormwater and urban heat island effects, provide habitat for wildlife, and enhance community aesthetics. It is the further intent of this article to cause the replacement of each approved tree species that is removed from public street right-of-ways, city parks and other city-owned property. Such replacements shall be of an approved species and at locations as shall be determined by the city manager or their designee; thereby ensuring the variety and longevity of the city tree inventory.

Additionally, the City of Lowell is a recognized Tree City USA, as established by the Arbor Day Foundation. To maintain this designation, the City must satisfy the following standards: (1) it must maintain a tree board or department, (2) it must adopt a community tree ordinance, (3) it must spend at least \$2 per capita on urban forestry, and (4) it must celebrate Arbor Day.

Sec. 23-2. - Definitions.

For purposes of this ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

- (a) Boulevard: A landscaped median in the center of a street, typically lined with trees.

- (b) City arbor board: An advisory board established by the City of Lowell tasked with the development and annual update of the city's tree plan, documenting the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in public parks, along public streets and roads, within public right-of-ways and within other public areas.
- (c) Caliper: Thickness or diameter of the trunk of a tree taken at a standard height, used in specifying nursery stock. Trees under four (4) inch caliper are measured at six (6) inches above the soil line; trees over four (4) inch caliper are measured at twelve (12) inches above the soil line.
- (d) Certified arborist: A professional who possesses the technical competence gained through experience and related training to provide for or supervise the management of trees and other woody plants in residential, commercial, and public landscapes. A professional arborist is certified by the International Society of Arboriculture (ISA).
- (e) Critical root zone (CRZ): Area of soil around a tree where the minimum amount of roots considered critical to the structural stability or health of the tree are located.
- (f) Drip line: The imaginary vertical line that extends downward from the outermost tips of tree branches to the ground.
- (g) Public property: Land owned by the city, including, but not limited, to rights-of-way, easements, parks, trails, cemeteries, or government facilities.
- (h) Root collar: Transition zone from trunk to roots where the trunk expands into the buttress or structural roots. Also known as root crown, root flare, and trunk flare.
- (i) Department of Public Works (DPW): City of Lowell Department of Public Works.
- (j) Diameter Breast Height (DBH): Thickness or diameter of the trunk of a tree taken at four and one-half feet above the existing grade, used in measuring established trees. DBH is measured in inches.
- (k) Landscape Architect: A professional who performs services such as consultation, investigation, research, planning, design, or responsible field observation in connection with the development of land areas where, and to the extent that the dominant purpose of the services is the preservation, enhancement, or determination of proper land uses, natural land resources, ground cover and planting, naturalistic and aesthetic values, the settings and approaches to structures or other improvements, natural drainage, and the consideration and determination of inherent problems of the land relating to erosion, use and stress, blight, or other hazards. A landscape architect is licensed by the Michigan Department of Licensing and Regulatory Affairs.
- (l) Lowell Light and Power (LLP): City of Lowell owned and operated electric utility, governed by an appointed board.

- (m) Parkway: A landscaped edge of a street, typically lined with trees. Parkways are often situated between paved areas along the street edge, like sidewalks and the back of curb.
- (n) Private property: Land owned by non-governmental entities, which includes, but is not limited to, residences, businesses, or churches.
- (o) Topping: The severe pruning of limbs to such a degree so as to remove the normal canopy and disfigure the tree.
- (p) Tree, dead or dying: A tree that is diseased or damaged beyond repair, has no live tissue or is determined to have less than 10% live tissue by a certified arborist.
- (q) Tree fund: A budget account to be used for activities associated with public tree inventory, protection, maintenance and planting.
- (r) Tree, fruit bearing: Trees that produce fleshy fruit, such as a berry or drupe. This does not include trees that create seeds in the form of cones, capsules, pods, samaras, or nuts.
- (s) Tree, healthy: A tree showing good structural integrity, free of serious diseases, and maintaining normal appearance appropriate to the species including size of tree and leaves, normal coloration, and displaying normal vigor and growth characteristics.
- (t) Tree, limited use: See Sec. 23-70.
- (u) Tree, powerline friendly: Woody perennial having one dominant trunk and an estimated mature height equal to or less than twenty (20) feet, that when fully grown, will have minimal conflict with overhead power utilities while allowing clear passage of people, animals and/or vehicles below its crown.
- (v) Tree, prohibited: See Sec. 23-70.
- (w) Tree protection plan (TPP): A plan which outlines specific measures to protect trees during construction or other site disturbance. The TPP also addresses requirements for offsetting or mitigating impacts to protected trees, such as transplanting or planting replacement trees.
- (x) Tree, street: Woody perennial with good tolerance of urban conditions, having one dominant trunk and an estimated mature height greater twenty-five (25) feet and, when fully grown, will provide shade and/or shelter for the land beneath while allowing clear passage of people, animals and/or vehicles below its crown.
- (y) Tree, unsafe condition: A tree that, by reason of its nature, inappropriate location, or lifecycle, is injurious to public utilities, blocks clear vision of traffic control devices, damages or impedes zones of travel, or is dead or diseased.

Secs. 23-3. – 23.22. - Reserved.

ARTICLE II. - CITY ARBOR BOARD

Sec. 23-23. - Creation.

There is hereby created a board of the city to be known as the city arbor board to accomplish the public purposes and who shall have such powers, duties, and responsibilities as hereinafter set forth.

Sec. 23-24. - Duties and responsibilities.

- (a) The city arbor board shall study, investigate, counsel, and develop, annually update, and administer, a written plan for the care, preservation, pruning, planting, replanting, removal, or disposition of trees and shrubs in public parks, along public streets and roads, within public right-of-ways, and within other public areas. Such plan as annually updated shall be for the immediately succeeding fiscal year of the city and shall be presented to the city council in April of each year. Upon review, acceptance, and approval by the city council, it shall constitute the official comprehensive tree plan of the city. In addition, the city arbor board shall, at the request of the city council, consider, investigate, make findings, report, and make recommendations to the city council on any matter or question within the scope of its work as set forth in this article.
- (b) To ensure the intent of this ordinance and the city's tree plan are being followed, the city arbor board shall review and make recommendations on projects that may impact the care, preservation, pruning, placement, removal or disposition of trees and shrubs on public property. This may include, but is not limited to, the following project types:
 - (1) Public road construction/reconstruction and/or streetscape enhancements;
 - (2) Utility placement and/or removal that may conflict with existing trees or inhibit the placement of future trees;
 - (3) Park, cemetery, or public facility site construction/reconstruction;
 - (4) Public or private development projects that may remove five (5) or more trees measuring 6 inch DBH or greater on public property.
- (c) City arbor board review is not required for the removal of hazardous and diseased trees which pose a threat to public health, safety, and welfare.

Sec. 23-25. - Composition.

The city arbor board shall consist of five (5) voting members, all of whom shall be registered electors of the city. One (1) voting member shall be a currently serving city councilperson and one (1) voting member shall be a current member of the city board of Lowell Light and Power. All members shall be approved by the mayor and confirmed by a majority of the members then serving on the city council, provided, however, the councilperson to be appointed shall not vote on the confirmation of his or her appointment. In addition, the city may appoint not more than one (1) ex-officio nonvoting member who shall be a certified tree arborist, landscape architect, horticulturalist, or other similar professional who need not be a registered elector of the city, who shall be identified by the city manager, and who shall agree to serve in such capacity.

Sec. 23-26. - Term of office.

The term of office for city arbor board voting members, other than the member also serving on the city council and the member also serving on the city board of Lowell Light and Power, shall be for three (3) years, provided, that for the first members appointed, one (1) member shall be appointed for a three-year term, one (1) member shall be appointed for a two-year term, and one (1) member shall be appointed for a one-year term. Except for the initial appointment of such board members where a member's term shall commence upon appointment, all terms of such members shall commence on July 1. If such board member's term has expired, and a successor has not been appointed, such board member shall continue to serve until a successor is appointed. The terms of the board member appointed as a currently serving city councilperson and the board member appointed as a current member of the city board of Lowell Light and Power shall begin on the date of appointment and end on date such member is no longer a city councilperson or member of the city board of Lowell Light and Power. Such board members shall not continue to serve after their term has ended even if a successor has not been appointed.

Sec. 23-27. - Vacancies.

Vacancies on the city arbor board shall be filled in the same manner as regular appointments for the remainder of the unexpired term of the appointment vacated.

Sec. 23-28. - Removal from office.

A board member may be removed from the city arbor board by the city council at any time for cause as determined solely by the city council upon receiving a recommendation for removal by the city arbor board.

Sec. 23-29. - Compensation.

Members of the city arbor board shall receive no compensation, but shall be entitled to their actual and necessary reasonable expenses incurred in the performance of their duties as approved by the city council.

Sec. 23-30. - Rules of procedure.

The city arbor board may adopt such rules of procedure for carrying out its powers, duties and responsibilities that are not inconsistent with the provisions of this article.

Sec. 23-31. - Meetings.

All meetings of the city arbor board shall, except as otherwise permitted by law, be open to the public and held in compliance with the Michigan Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended (MCL 15.261 et seq.). Meetings of the city arbor board may be called by the board chairperson or by any two (2) of its board members.

Sec. 23-32. - Quorum.

A majority of the voting board members then serving on the city arbor board shall constitute a quorum for the conducting of the business of the board.

Sec. 23-33. - Chairperson.

The members of the city arbor board shall annually elect one (1) of its members as chairperson. The chairperson shall be responsible for conducting all meetings of the board. Another member of the board, selected by board members present at the meeting, may serve as temporary chairperson for a meeting at which the chairperson is absent.

Sec. 23-34. - Execution of contracts and commitment of funds.

- (a) The city arbor board may advise and make recommendations to the city council regarding the entering into contracts or the expenditure of city funds in connection with its duties and responsibilities, but may not itself enter into contracts or commit city funds.
- (b) A tree fund shall be established and reserved for the replacement of and/or planting of new trees on public property. The city arbor board should be provided status updates of the tree fund balance during each regular meeting to inform recommended expenditures to the city council. The city manager or their designee shall provide an annual report to the city arbor board at the final meeting of each calendar year that summarized the prior year's activities, expenditures, and shall include an estimate of necessary funding for the upcoming year based on anticipated tree replacement and planting needs.

Secs. 23-35—23-45. - Reserved.

ARTICLE III. - NOXIOUS SHRUBS, WEEDS AND GRASS

Sec. 23-46. - Property conditions declared a public nuisance.

The following conditions are declared to be a public nuisance:

- (1) Trees, shrubs, bushes, weeds, or other plant growth obstructing a public sidewalk or pedestrian walkway, a road or street right-of-way, or other public way;
- (2) Weeds, grasses, or other plant growth that endanger public property or the health or safety of the public, or interfere with, obstruct or render dangerous any public way including noxious weeds, as defined in Section 2 of Act 359 of the Public Acts of Michigan of 1941, as amended, including ragweed, poison ivy, poison sumac, poison oak, and Canada thistle;
- (3) Weeds, grasses, and undergrowth higher than twelve (12) inches; and
- (4) Dead trees deemed hazardous to the public or to an adjacent property.

Sec. 23-47. - Nuisances prohibited.

- (a) For all residentially zoned properties and all other properties on which residential uses are located regardless of the zone district, a property owner, tenant, or other responsible party shall maintain such property, occupied or vacant, improved or unimproved, free of the nuisances described in section 23-46 in the following areas:

- (1) On areas of developed lots, parcels, and units where a traditional lawn has been established;
 - (2) The front twenty-five (25) feet measured from the improved right-of-way of residentially zoned lots or parcels, whether or not vacant, or lots or parcels with residential uses in which more than eighty-five (85) percent of the lot or parcel has been developed (for corner lots and parcels, the front twenty-five (25) feet shall be measured from both improved public rights-of-ways); and
 - (3) All cleared and graded areas of lots and parcels where lawns or other landscaped improvements are intended to be planted, but have not yet been established.
- (b) For all business and industrial zoned property and all other properties on which there are commercial, office, business, and industrial uses regardless of the zone district, a property owner, tenant or other responsible party shall maintain all landscaped areas of the property free of the nuisances described in section 23-46.
- (c) This article is not intended to prohibit or discourage the practice of developing natural groundcover areas, prairie yards, or gardens and lawns using accepted xerophytic plantings and techniques. It is intended to abate and eliminate situations where property is in a state of actual neglect and shows no distinct plan or pattern of upkeep or maintenance.

Sec. 23-48. - Responsibility for maintenance of adjacent properties.

Every property that is to be maintained pursuant to subsections 23-47(a) and (b) shall also include the same maintenance by a property owner, tenant, or other responsible party of such property in the area between that property's front property line and an improved public road or street, and in the case of private roads and streets, between the improved private road or street and the front property line.

Sec. 23-49. - Notice of violation.

- (a) In the event that a property owner fails to comply or cause compliance with this article, the city shall notify the property owner of the violation and direct that the nuisance be abated. Such notice shall be in writing, addressed to the property owner as shown on the latest ad valorem property tax assessment roll, and shall inform the property owner:
- (1) Of the nature of the violation;
 - (2) Of the time in which the violation must be abated, which shall not be less than five (5) days;
 - (3) That the city may act to abate any violation that is not abated within the time prescribed;
 - (4) That if the city abates the nuisance, the cost of such abatement plus an administrative fee as prescribed in section 23-51 shall be assessed as a lien against the property until paid; and

- (5) That failure of the property owner to abate or cause the abatement of the nuisance may result in civil enforcement or criminal prosecution and/or abatement of the nuisance by the city.
- (b) The failure to receive such notice shall not be a defense against the city's right to collect the costs of nuisance abatement including administrative fees or the initiation of civil enforcement or criminal prosecution of the violation.

Sec. 23-50. - Abatement.

Upon failure, neglect or refusal of a property owner to comply or cause compliance with the provisions of this article, the city or its authorized contractor or designee is authorized to enter upon the property of the property owner to abate the nuisance.

Sec. 23-51. - Administrative fee.

An administrative fee reflecting the city's cost of enforcing this article and as established by resolution of the city council shall be added to the actual costs charged to a property owner for abating a nuisance under this article.

Sec. 23-52. - Charges a lien on property.

Unpaid charges and administrative fees related to the failure to abate a nuisance to a property shall be a lien on such property and, if delinquent, may be collected in the same manner as the collection of delinquent ad valorem property taxes.

Secs. 23-53—23-65. - Reserved.

ARTICLE IV. - TREES

Sec. 23-66. - Permits for tree planting, care, and removal.

The city manager or their designee shall have control of the planting, removal, and care of trees, shrubs, and other woody plants in the public street right-of-way, city parks, and other city-owned property, subject to the provisions of this article. The Department of Public Works (DPW) director and Lowell Light and Power (LLP) distribution manager shall review all permits for tree planting, care, and removal, and provide recommendations to the city manager or their designee. The city manager may request input on tree condition, removal, and replacement from a certified arborist or licensed landscape architect. The owner of land abutting a public street right-of-way may, upon obtaining a written permit from the city manager or his/her designee, prune, plant, remove, spray, and otherwise maintain trees, shrubs, and other woody plants in that part of the street right-of-way abutting such owners land not used for pedestrian or vehicular travel. No person shall otherwise prune, plant, remove, spray, or otherwise maintain trees, shrubs, and other woody plants in any public street right-of-way, city park or other city-owned property. Each permit shall specify the extent and conditions of authorization.

Sec. 23-67. - Road commission jurisdiction.

For those public street right-of-ways in the city which the Kent County Road Commission has jurisdiction or maintenance responsibility, the tree policy of the road commission, rather than the provisions of this article, shall apply.

Sec. 23-68. - Persons engaged in trimming, pruning and removal.

All persons, firms, and companies providing trimming, pruning, and removal services of trees, shrubs, and woody plants within the public street right-of-ways or in city parks or other city-owned property shall be, if required, currently licensed by the appropriate state authority, if any, and shall have in effect a general liability policy of insurance which names the city as an additional or co-insured. A copy of the policy or a certificate of insurance shall be filed with the city clerk before beginning work within the city.

(a) Responsibility of persons engaged in trimming, pruning, and removal services.

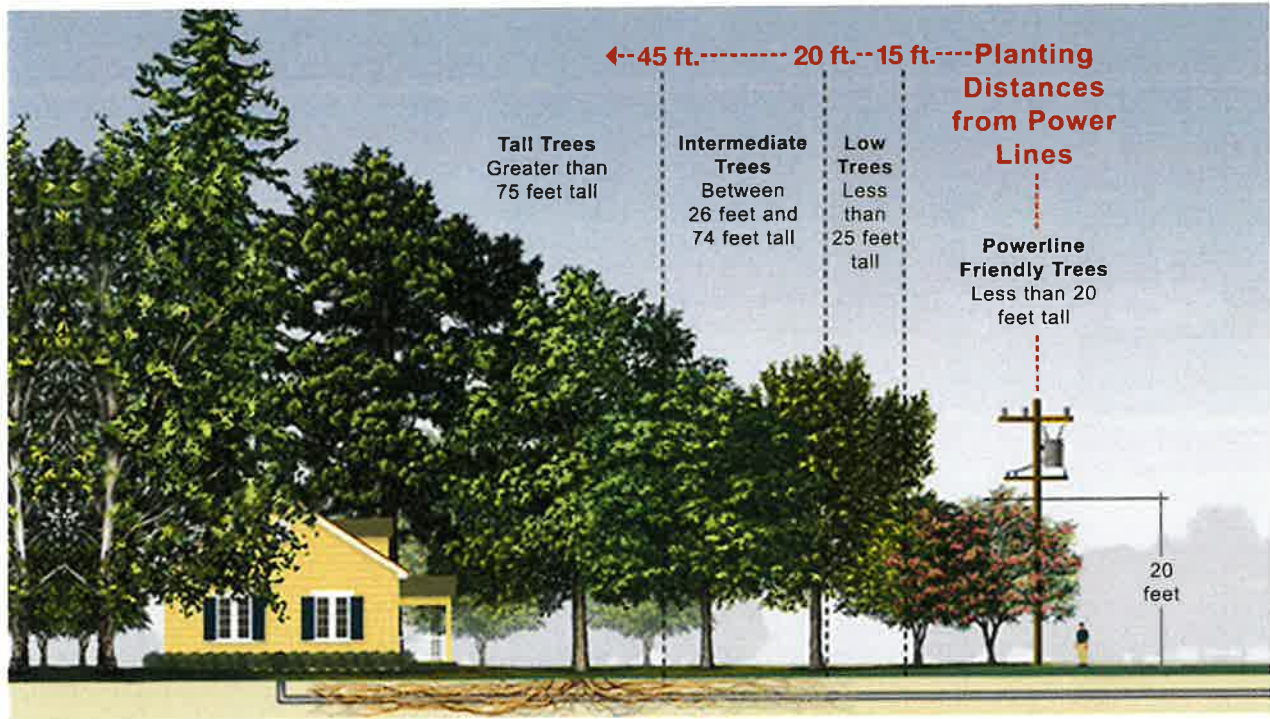
- (1) Following trimming, pruning, and removal, all debris and brush shall be cleared from the site and properly disposed. Wood 4" in diameter and larger shall be left for the property owner, if so requested, or removed from the site entirely.
- (2) When a tree is removed from city property, the persons completing said tree removal shall remove the tree stump and restore the lawn or surrounding groundcover, including any backfilling of clean topsoil necessary for future viable plant growth.
- (3) If a tree is to be replaced in the same or near approximate location as the removed tree, full stump removal will be required. If no tree is planned for the location of the removed tree, stump grinding to a depth of 6" below grade will be required, pending DPW director approval.

Sec. 23-69. - Community feedback regarding trees on public property.

- (a) Persons with concern or comment regarding the removal or placement of trees on public property may submit a completed tree feedback form to the city, which will be reviewed by the DPW director and shared with the city arbor board at their next regularly scheduled meeting. The City may seek assistance from a certified arborist or licensed landscape architect to help review these concerns.
- (b) In the case of a dispute regarding property lines, right-of-way locations, or similar issues, a survey may be ordered to determine the actual boundary. In such cases, the person raising the boundary dispute shall be responsible for the costs associated with this determination.

Sec. 23-70. - Planting trees on public property.

- (a) Consent required for planting trees. Whenever any person desires to plant any shade or ornamental trees in any of the public highways, streets, or avenues of the city, they shall submit an application to the city manager in writing specifying the number and kind of trees they desire to plant and the location. The city manager shall determine by an order providing whether such person may plant any trees upon such highway, street, or avenue without injury or detriment to the public interest.
- (b) Clear vision clearance. No trees, shrubs, woody plants, other plantings, fencing, or other obstruction shall be located or maintained on a corner lot which will obstruct the view of the driver or operator of a vehicle within the public street right-of-way. Such unobstructed view area shall mean a triangular area formed by the private property lines along each public street right-of-way and a line connecting them at a point twenty-five (25) feet from the private property lines extended. Trees, shrubs, woody plants, and other plantings may be located in such unobstructed view area provided they will not achieve a height at maturity greater than thirty (30) inches. In addition, no trees, shrubs, woody plants, or other plantings shall be located or maintained in any front, side or rear yard of a lot which, in the opinion of the city manager or his/her designee will obstruct the view from vehicles entering or leaving the lot from driveways or adjacent private roadways.
- (c) Planting and spacing of trees. The planting of trees, shrubs, and other woody plants in public street right-of-ways, city parks, and other city-owned property shall be authorized by the city manager or their designee in accordance with prescribed planting practices. The planting and spacing of city-provided trees on private property shall be mutually approved by the property owner and the city manager or their designee. Methods and timing for tree planting and establishment shall conform to the United States Department of Agriculture (USDA) Code 612 regarding tree/shrub establishment in Michigan. Thirty (30) feet on-center planting should be used as a minimum spacing for street trees, when feasible. For newly-planted trees, spacing from the on-center measurement of the tree to the following items is required:
- (1) 15 feet from fire hydrants, utility junction boxes, and utility poles
 - (2) 10 feet from alleys, driveways, or other curb cuts
 - (3) 10 feet from underground utility service lines and stormwater catch basins



(d) Protection of sidewalks and streets

- (1) Covering soil surface near trees; sidewalks. No person shall place within the public street right-of-way any material which will impede or redirect the full and free passage of water, air, fertilizer, or other plant food to the roots of any tree, shrub, or other woody plant except for a sidewalk of authorized width and location. Where there are sidewalks within the public street right-of-way, every effort shall be made to place materials that will prevent the growth of root structures from impacting the sidewalk. This includes providing proper spacing between sidewalks and planting areas, providing adequate soil volumes for trees to thrive, and the use of root barriers near underground utilities and curbs, when necessary.
- (2) Parkway and boulevard authorized widths. Trees planted in parkways and boulevards should be centered within the landscape area, when feasible. Consideration should be given to the placement of new trees so that conflicts with future sidewalks will not occur and parkway widths will provide enough space to meet the following requirements. Parkway and boulevard widths shall adhere to the minimum dimensional standards described below to protect sidewalks, curbs, and roads from pavement due to root growth:
 - i. Parkway or boulevards that will accommodate large canopy trees with a mature canopy of thirty-six (36) feet wide or greater shall provide a minimum landscape area of eight (8) feet wide.

- ii. Parkways or boulevards that will accommodate medium canopy trees with a mature canopy between thirty-five (35) feet and twenty-six (26) feet wide shall provide a minimum landscape area of six (6) feet wide.
 - iii. Parkways and boulevards that will accommodate small canopy trees with a mature canopy of twenty-five (25) feet wide or less shall provide a minimum landscape area of four (4) feet wide.
- (e) **Species of trees.** It is the policy of the city that it will not plant more than fifty (50) percent of the trees in one (1) area of the city with one (1) single species of trees during a calendar year. It is recommended that the species of trees planted throughout the city be staggered to prevent the loss of inventory from disease or infestation. Species indicated on the recommended tree species list shall be planted in the public street right-of-way, city parks, or other city-owned property with funds made available from the designated city tree fund.
- (1) **Prohibited Trees.** The following trees are not permitted in an effort to protect the health, safety, and welfare of the city. The species listed below have characteristics that make them poor fits for urban spaces, such as being prone to splitting; having wood that is brittle and breaks easily; roots that clog drains and sewers; have been identified as invasive species, or may be unusually susceptible to disease or pests.

Prohibited Trees	
Common Name	Botanical Name
Norway Maple	<i>Acer platanoides</i>
Tree of Heaven	<i>Ailanthus species</i>
Russian Olive	<i>Elaeagnus Angustifolia</i>
Ash	<i>Fraxinus species (without Emerald Ash Borer resistance)</i>
Female Ginkgo	<i>Ginkgo biloba</i>
Honey Locust (with thorns)	<i>Gleditsia triacanthos (with thorns)</i>
Populus nigra var. italica	<i>Lombardy Poplar</i>
Mulberry	<i>Morus species (non-native varieties)</i>
Bradford Pear	<i>Pyrus calleryana 'Bradford'</i>
Black Locust	<i>Robinia species</i>
Willow Tree	<i>Salix tree species (non-native varieties)</i>
Elm	<i>Ulmus (without Dutch Elm disease resistance or treatment)</i>
Chinese Elm	<i>Ulmus Parvifolia</i>

- (2) Limited Use Trees. Trees listed under the Limited Use category are permitted in locations with open spaces, like parks or large greens, where there is limited contact with people spaces (walkways, picnic areas, etc.), vehicles, utilities, and structures.

Limited Use Trees	
Common Name	Botanical Name
Box Elder	<i>Acer negundo</i>
Silver Maple	<i>Acer Saccharinum</i>
Catalpa	<i>Catalpa speciosa</i>
Black Walnut	<i>Juglans Nigra</i>
Mulberry	<i>Morus rubra</i>
Eastern Cottonwood	<i>Populus deltoids</i>
Black Willow	<i>Salix nigra</i>

- (3) Recommended Trees. The following table includes suggested trees that meet USDA plant hardiness standards for the City of Lowell and have characteristics that make them more tolerant of urban conditions. This list is non-exhaustive, but is intended to provide a standard reference for pre-approved trees that may be considered for use on public property.
- A mixture of species to increase biodiversity and the use of native species is encouraged. Native species or cultivars in the recommended trees list are identified with an (N) at the end of the botanical name.
 - Fruit bearing trees shall not be planted in the right of way because of the associated maintenance burden, unless they are fruitless varieties or male selections. Fruit bearing trees with favorable characteristics for urban conditions are included in the recommended trees list and are identified with an asterisk (*) at the end of the botanical name.
- (4) Trees shall be selected based on specific environmental conditions and space needs. This includes sourcing trees regionally so that they are acclimated to USDA plant hardiness zone 5. Tree form (single trunk) should be specified for all species selected as street trees. Powerline friendly trees are illustrated in the following table. The mature height of selected powerline friendly trees should not conflict with the height of overhead utilities placed nearby.

Recommended Trees

Tree Type	Common Name	Botanical Name
Street Trees	Freeman Maple	<i>Acer × freemanii</i>
	Red Maple	<i>Acer rubrum (N)</i>
	Sugar Maple	<i>Acer saccharum (N)</i>
	Allegheny Serviceberry	<i>Amelanchier laevis (N)*</i>
	River Birch	<i>Betula nigra (N)</i>
	European Hornbeam	<i>Carpinus betulus</i>
	American Hornbeam	<i>Carpinus caroliniana (N)</i>
	Hackberry	<i>Celtis occidentalis (N)*</i>
	Fringe Tree	<i>Chionanthus virginicus (N)*</i>
	American Hazelnut	<i>Corylus americana (N)</i>
	Cockspur hawthorn	<i>Crataegus crus-galli (N)*</i>
	Washington Hawthorn	<i>Crataegus phaenopyrum (N)*</i>
	Hardy Rubber Tree	<i>Eucommia ulmoides</i>
	Ginkgo (Male)	<i>Ginkgo biloba*</i>
	Thornless Honeylocust	<i>Gleditsia triacanthos f. inermis (N)</i>
	Kentucky Coffee Tree (Seedless Varieties)	<i>Gymnocladus dioicus (N)</i>
	Golden Rain Tree	<i>Koelreuteria paniculata</i>
	Sweetgum	<i>Liquidambar styraciflua</i>
	Amur Maackia	<i>Maackia amurensis</i>
	Osage orange (Fruitless Varieties)	<i>Machura pomifera (N)*</i>
	Black Gum	<i>Nyssa sylvatica (N)*</i>
	Ironwood	<i>Ostrya virginiana (N)</i>
	Sycamore	<i>Platanus occidentalis (N)</i>
	Sawtooth Oak	<i>Quercus acutissima</i>
	White Oak	<i>Quercus alba (N)</i>
	Northern Pink Oak	<i>Quercus ellipsoidalis (N)</i>

Recommended Trees Continued		
Tree Type	Common Name	Botanical Name
Street Trees	Fastigiate Columnar Oak	<i>Quercus robur f. fastigiata</i>
	Red Oak	<i>Quercus rubra</i> (N)
	Shumard Oak	<i>Quercus shumardii</i>
	Black Oak	<i>Quercus velutina</i> (N)
	Littleleaf Linden	<i>Tilia cordata</i>
	Silver Linden	<i>Tilia tomentosa</i>
	Valley Forge American Elm	<i>Ulmus americana 'Valley Forge'</i> (N)
	Japanese Zelkova	<i>Zelkova serrata</i>
Powerline Friendly Trees	Trident Maple	<i>Acer buergerianum</i>
	Grandiflora Serviceberry (Select Cultivars)	<i>Amelanchier grandiflora</i> 'Autumn Brilliance'; 'Princess Diana'*
	Eastern Red Bud	<i>Cercis canadensis</i> (N)
	Tokyo Tower Fringe Tree	<i>Chionanthus retusus 'Tokyo Tower'</i> *
	Pagoda Dogwood	<i>Cornus alternifolia</i> (N)*
	Kousa Dogwood	<i>Cornus kousa</i> *
	English hawthorn (Select Cultivars)	<i>Crataegus laevigata 'Paul's Scarlet'</i> *
	Crabapple (Select Cultivars)	<i>Malus 'Adirondaek'</i> * ; 'Schmidtcutleaf'* ; 'Red Barron' * ; 'Jewelcole' *
	Ornamental Plum (Select Cultivars)	<i>Prunus 'Newport'</i> * ; 'Thundercloud'*
	Sargent Cherry	<i>Prunus sargentii</i> *
	Ivory Silk Japanese Tree Lilac	<i>Syringa reticulata 'Ivory Silk'</i>
	Summer Sprite Linden	<i>Tilia cordata 'Halka'</i>

Sec. 23-71. - Tree protection and maintenance

- (a) Injuring or destroying trees. It shall be unlawful to cut, destroy, or otherwise injure any shade or ornamental tree or shrub growing within the limits of any public street, highway, or place within the city, without the consent of the city manager.

- (b) Trimming of trees by city. It shall be lawful for the DPW director to cause to be properly and necessarily trimmed all trees standing in or that may overhang any highways, streets, or avenues. Trimming may occur upon mutual agreement between the DPW director and the LLP distribution manager for trees which in any manner obstruct the public electrical lines or lighting of the city.
- (c) Tree trimming standards. All trees, shrubs, and other woody plants that are subject to this article shall be trimmed and pruned in accordance with the then current standards established by the American National Standard Institute for tree care operations (American National Standards Institute (ANSI) A-300) or, with respect to any activities of the city board of Lowell Light and Power related to this article, the Lowell Light and Power Operating Policy 6-9 for Power Line Clearance as it may be revised from time to time. In no case shall a tree be "topped" or improperly pruned.
- (1) Removal of more than twenty-five (25) percent of the tree canopy within an annual growing season shall be considered tree removal and necessitate replacement.
 - (2) Removal of more than twenty (20) percent of the tree root zone within a two year period shall be considered tree removal and necessitate replacement.
- (d) Maintenance of trees on private property. The owner of a tree located on private property which overhangs onto a public street right-of-way shall periodically be responsible for trimming its branches (a) so the tree does not obstruct the light from any street lamp or the clear view of any public street intersection, and (b) so there is a clear space of thirteen (13) feet above the surface of the public street right-of-way. The owner of a dead, diseased, infested, or dangerous tree, or a tree with broken or decayed limbs on private property which constitutes a danger to public safety, shall promptly remove such tree or limbs. The city has the right to trim any tree, shrub, or other woody plant that obstructs the light of any street lamp in the public street right-of-way or interferes with the visibility of any traffic control device or sign. Such trimming shall be confined to the area immediately above the public street right-of-way.
- (e) Protection of trees during construction. A tree protection plan shall be prepared for all construction projects on public property that require engineered or architectural drawings. This plan will outline specific measures to protect trees during construction and offset or mitigate impacts to protected trees.
- (1) All trees to be preserved in construction work zones shall be protected by a protection fencing that extends to the drip line of the protected tree(s). Construction activities, including driving of machinery or pedestrian movements, and the storage of equipment, shall not occur within these protected areas. The fence shall be four (4) feet in height, clearly signed, and firmly anchored into the ground. Barriers shall be erected before demolition, grading, or construction begins and remain in place until all construction activities have been completed.

- (2) When utility work or excavation near a tree to be protected must be carried out, damage can be limited by root pruning or directional boring.
 - i. Root pruning shall be completed before grading is started and shall occur outside the protective tree fencing. When root pruning is necessary, clean cuts perpendicular to the natural growth direction shall be made, excavated areas shall be backfilled within an hour of pruning, and watering shall occur within twenty-four (24) hours. Not more than thirty-three percent (33%) of the critical root zone shall be disturbed.
 - ii. Directional boring, sometimes referred to as tunneling, moling, or trenchless technology, may be utilized to repair or place utility lines or conduit near a tree to be protected, so long as the pits for machinery access are located outside of the critical root zone. Boring shall occur at least 36 inches below grade and be offset horizontally by a minimum of 6 inches from the outer edge of the tree trunk.

Sec. 23-72. - Removal and replacement of trees on public property

(a) Procedures for tree removal:

- (1) Submit a completed tree removal permit to the city, as described in Sec. 23-66.
- (2) If the request for tree removal includes five (5) or more trees measuring six (6) inch DBH or greater, the request will be sent to the city arbor board for review and recommendation.
- (3) A determination by the DPW director and LLP Distribution Manager shall be made to the city manager or their designee regarding the removal request, and the city manager will provide a written denial or issued permit.
- (4) Additional terms of the tree removal permit may include tree protection measures for adjacent trees and/or replacement of the tree(s) to be removed in accordance with this section.

- (b) Tree removal for non-utility operation or public safety requests. If the DPW director or LLP Distribution Manager, or their designee, determine that an existing tree, shrub, or other woody plant located in the public street right-of-way, a city park, or other city-owned property has died or is diseased, is disfigured, or is partially destroyed, they shall recommend the city manager authorize its removal. The preservation of woodland areas, individual trees, similar woody vegetation, and related natural resources, shall have priority over development when there are other functional on-site location/design alternatives. Trees proposed for removal to accommodate new public site features, such as sidewalks, roads, or buildings, will be addressed on a case-by-case basis.

- (c) Tree removal for utility operation or public safety. If a public or private utility company (which shall include LLP) or the city manager or their designee determines that a tree, shrub, or other woody plant located in a public street right-of-way, city park or other city-owned property is a detriment to utility operations or a public safety concern, it may be trimmed or removed to provide the necessary and appropriate clearance or to otherwise eliminate the operational or public safety concern. Any tree, shrub, or other woody plant removed shall be replaced at a location determined by the city manager or their designee.
- (d) Tree replacement and fees. All trees that are removed from public street right-of-ways, city parks, and other city-owned property shall be replaced by the city as follows:
- (1) Preference will be given to placing replacement trees at or adjacent to the former location of the removed tree, if feasible. If the tree was removed due to conflict with utilities, lines of site, or new site features, such as sidewalks, roads, or public buildings, a more appropriate tree species or alternate location for the tree replacement shall be determined by the city manager or their designee.
 - (2) Trees removed for public safety concerns, such as utility or line of site conflict, tree death, disease, disfigurement, or partial destruction due to natural causes shall be replaced on a per tree basis.
 - (3) Trees removed because of proposed site features, such as sidewalks, roads, or public buildings, shall be replaced in caliper inches at a rate of 50% the total DBH removed or as determined by the City Manager or the designee's discretion. The City manager shall only permit a replacement of less than 50% of the DBH removed if one or more of the following factors exist:
 - i. If compliance would be unnecessarily burdensome or otherwise impractical
 - ii. If compliance would be contrary to the purpose and intent of this Ordinance or would be detrimental to the public health, safety, or welfare
 - iii. If compliance would adversely impact neighboring public or private property
 - (4) Tree replacement for trail projects in wooded landscapes is not required but the adjustment of proposed trail alignments to preserve trees over six (6) inch DBH is highly encouraged.
 - (5) Replacement trees shall be at least two and a half (2.5) caliper inches upon installation.

- (6) At the time of the authorization and removal of a healthy tree on public property, a fee as established annually based on the average local pricing of the below listed two and a half (2.5) caliper inch trees, including installation, shall be paid by the party responsible for removal and deposited in a designated city tree fund for its replacement. Parties responsible for removal may include, but are not limited to, public and private entities.

Trees to be averaged annually for replacement fee establishment

Average Cost	Common Name	Botanical Name
\$	Freeman Maple	<i>Acer × freemanii</i>
\$	Ginkgo (Male)	<i>Ginkgo biloba</i>
\$	Sycamore	<i>Platanus occidentalis</i>
\$	Littleleaf Linden	<i>Tilia cordata</i>
\$	Japanese Zelkova	<i>Zelkova serrata</i>

$$\text{Replacement Fee} = \text{Total Average Costs} \div 5$$

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.

YES: Councilmembers Salzwedel, Yankovich, Chambers and Groves

NO: Councilmembers No

ABSTAIN: Councilmembers None

ABSENT: Councilmember Mayor DeVore

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 August 7, 2023 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 August 23, 2023, I further certify that the above ordinance was entered into the Ordinance Book of the City on September 2, 2023 and was effective September 2, 2023 ten (10) days after publication.

Dated: _____

Susan Ullery
City Clerk

08/17/2023 02:35 PM
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DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 08/04/2023 - 08/17/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 1/5

Vendor Code	Vendor Name	Invoice	Description	Amount
10869	ALLIED UNIVERSAL TECH SERVICES			
	IN1-910219357		FIRE STATION	15,000.00
	IN1-910221740		ALARM MONITORING 301 E MAIN	420.00
	IN1-910269081		TRAINING LOCK SYSTEM	385.00
TOTAL FOR: ALLIED UNIVERSAL TECH SERVICES				15,805.00
10816	AMAZON CAPITAL SERVICES			
	1DY31L9K-LC7L		WTP R&M	44.82
	1N67-FJDM-K36F		WTP R&M	199.99
	1P3K-MH4H-QRCV		PARKS R&M	106.77
TOTAL FOR: AMAZON CAPITAL SERVICES				351.58
02239	APEX SOFTWARE			
	134523		MAINT. RENEWAL ASSESSING SOFTWARE	520.00
TOTAL FOR: APEX SOFTWARE				520.00
10985	APPLIED INNOVATION			
	2277778		CITY HALL COPY MACHINE	324.14
TOTAL FOR: APPLIED INNOVATION				324.14
00050	BERNARDS ACE HARDWARE			
	07/31/23		JULY ACCOUNT STATEMENT	276.47
TOTAL FOR: BERNARDS ACE HARDWARE				276.47
01916	BS&A SOFTWARE			
	149425		TRAINING - JENELL	150.00
TOTAL FOR: BS&A SOFTWARE				150.00
00073	BURNIPS EQUIPMENT CO., INC.			
	08/07/23		#36-1 FLAO R&M	1,380.97
TOTAL FOR: BURNIPS EQUIPMENT CO., INC.				1,380.97
10633	BURNS, MICHAEL			
	07/24 - 07/25/23		MME CONFERENCE MEALS TAX + TIP	62.71
	08/15/23		RICH'S NEW COMPUTER	1,279.39
TOTAL FOR: BURNS, MICHAEL				1,342.10
10981	CIVICPLUS LLC			
	259454		MUNICODE ADMIN. SUPPORT FEE	250.00
TOTAL FOR: CIVICPLUS LLC				250.00
10509	CONSUMERS ENERGY			
	07/11/23 - 08/08/		ACCOUNT STATEMENT	1,266.79
	206614141441		07/01/23 - 07/31/23 STREET LIGHTS	27.77
TOTAL FOR: CONSUMERS ENERGY				1,294.56
11034	CORPORATE CLEANING & FACILITY			
	3933		FLOOR WORK - DPW	585.00
	3947		LIBRARY FLOORS - CLEANING	151.00
TOTAL FOR: CORPORATE CLEANING & FACILITY				736.00
MISC	DANIEL GODINEZ			
	08/08/23		REFUND - DEMO PERMIT	25.00
TOTAL FOR: DANIEL GODINEZ				25.00
11040	DEERE & COMPANY			
	117499975		GATOR # XUV865R	34,236.52
TOTAL FOR: DEERE & COMPANY				34,236.52

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
10670	FAHEY SCHULTZ	BURZYCH RHODES PLC	
	13038	FOP CONTRACTOR PREP	196.00
	13038*	LOA, FOPLC, FOP	168.00
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC			364.00
10673	FERGUSON WATERWORKS		
	0170026-11	WTP R&M	1,153.83
	0170026-12	METER PARTS	1,404.95
TOTAL FOR: FERGUSON WATERWORKS			2,558.78
11041	FERRENTINO, KATIE		
	08/15/23	REPAIRS TO 301 N WEST	1,200.00
TOTAL FOR: FERRENTINO, KATIE			1,200.00
CREEKSIDE	FRAN WHITLOCK		
	08/05/23	CREEKSIDE DEPOSIT - WHITLOCK	50.00
TOTAL FOR: FRAN WHITLOCK			50.00
00225	GRAND RAPIDS COMMUNITY COLLEGE		
	07/16/23 - 07/31/	TAX DISBURSEMENT	26,278.16
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE			26,278.16
01508	GTW		
	319014	CYLINDER RENTAL JULY 2023	53.45
TOTAL FOR: GTW			53.45
CREEKSIDE	HEATHER LOTT		
	07/29/23	CREEKSIDE DEPOSIT - LOTT	50.00
TOTAL FOR: HEATHER LOTT			50.00
00248	HOOPER PRINTING, LLC		
	67122	WATER BILL PAPER	361.18
TOTAL FOR: HOOPER PRINTING, LLC			361.18
02463	HYDROCORP		
	0073376-IN	CROSS CONNECTION JULY 2023	1,806.25
TOTAL FOR: HYDROCORP			1,806.25
00300	KENT COUNTY TREASURER		
	0/16/23 - 07/31/2	TAX DISBURSEMENT	117,963.63
	07/16/23 - 07/31/	TAX DISBURSEMENT	36,897.69
	07/16/23 - 7/31/2	TAX DISBURSEMENT - DELINQUENT	11.54
TOTAL FOR: KENT COUNTY TREASURER			154,872.86
00303	KENT DISTRICT LIBRARY		
	07/16/23 - 7/31/2	TAX DISBURSEMENT - DELINQUENT	7.25
TOTAL FOR: KENT DISTRICT LIBRARY			7.25
00302	KENT INTERMEDIATE SCHOOL DIST.		
	07/16/23 - 07/31/	TAX DISBURSEMENT	147,482.46
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.			147,482.46
02209	KERKSTRA PORTABLE, INC.		
	229923	OAKWOOD CEMETERY	250.00
TOTAL FOR: KERKSTRA PORTABLE, INC.			250.00
REFUND UB	KORHORN PROPERTIES LLC		
	08/15/2023	UB refund for account: 5-04090-6	249.65
TOTAL FOR: KORHORN PROPERTIES LLC			249.65

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Page: 3/5

Vendor Code	Vendor Name Invoice	Description	Amount
CREEKSIDE	LIZ CALLIHAN 08/13/23	CREEKSIDE DEPOSIT - LIZ CALLIHAN	50.00
TOTAL FOR: LIZ CALLIHAN			50.00
00562	LOWELL AREA SCHOOLS 07/16/23 - 07/31/ TAX DISBURSEMENT		237,599.16
TOTAL FOR: LOWELL AREA SCHOOLS			237,599.16
00424	MML WORKERS' COMP FUND 10356206	WC POLICY 2023/2024 #2	5,248.00
TOTAL FOR: MML WORKERS' COMP FUND			5,248.00
00426	MODEL COVERALL SERVICE, INC. 08/02/23	LIBRARY RUGS JULY	251.56
TOTAL FOR: MODEL COVERALL SERVICE, INC.			251.56
01499	NAPA AUTO PARTS 07/31/23	ACCOUNT STATEMENT	72.75
TOTAL FOR: NAPA AUTO PARTS			72.75
10195	O'LEARY PAINT 000463137	STRAINER	56.00
	000463366	YELLOW TRAFFIC PAINT	338.55
TOTAL FOR: O'LEARY PAINT			394.55
00499	PETTY CASH 08/17/23	PETTY CASH - VARIOUS	85.72
TOTAL FOR: PETTY CASH			85.72
10103	PITNEY BOWES GLOBAL FIN. SRVS LLC 08/10/23	POSTAGE	577.20
TOTAL FOR: PITNEY BOWES GLOBAL FIN. SRVS LLC			577.20
10898	POINT BROADBAND 5267-20230812-1	AUGUST INTERNET SERVICES	423.89
TOTAL FOR: POINT BROADBAND			423.89
10762	PROFESSIONAL CODE INSPECTIONS OF MI 23007	JULY PERMIT FEES	59,550.85
	INV#23005	TO REPLACE RETURNED CHECK 78731	1,345.50
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS OF MI			60,896.35
02331	PROGRESSIVE HEATING COOLING, CORP. 202192	LIBRARY SERVICE	274.25
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.			274.25
02342	PROTEC 05/15/23	2023 PROTEC MEMBERSHIP	517.75
TOTAL FOR: PROTEC			517.75
CREEKSIDE	PURFORMS, INC 08/08/23	CREEKSIDE DEPOSIT - PURFORMS	50.00
TOTAL FOR: PURFORMS, INC			50.00
00827	RS TECHNICAL SERVICES, INC. 24208	POWERFLEX 400 DRIVE PKG	6,947.04
TOTAL FOR: RS TECHNICAL SERVICES, INC.			6,947.04

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
10856	SABO PR		
	5539	PROJECTS	613.80
TOTAL FOR: SABO PR			613.80
10042	SAWYER ENGINE & COMPRESSOR INC.		
	65238	COMPRESSORS	545.01
TOTAL FOR: SAWYER ENGINE & COMPRESSOR INC.			545.01
10616	SITEONE LANDSCAPE SUPPLY LLC		
	133295679-001	ROTOR ADJUSTABLE	117.37
TOTAL FOR: SITEONE LANDSCAPE SUPPLY LLC			117.37
10662	SKYLINE ELECTRIC, INC		
	1972	RIVERWALK - GFI	450.00
TOTAL FOR: SKYLINE ELECTRIC, INC			450.00
10849	SMART BUSINESS SOURCE		
	OE-68494-1	TOWELS AND BATH TISSUE	136.23
TOTAL FOR: SMART BUSINESS SOURCE			136.23
00381	STATE OF MI/DEPT OF TRANS.		
	08/06/23	GEE DRIVE CAPITAL OUTLAY	17,056.38
TOTAL FOR: STATE OF MI/DEPT OF TRANS.			17,056.38
01668	STATE OF MICHIGAN		
	08/08/2023	APPLICATION FOR DISTRIBUTION CERTIFICATION	70.00
TOTAL FOR: STATE OF MICHIGAN			70.00
10341	STATE OF MICHIGAN		
	551-621075	LIVE SCANS	302.75
TOTAL FOR: STATE OF MICHIGAN			302.75
10412	STATE SUPPLY COMPANY		
	1359794	DPW COMPRESSOR REPAIR	1,280.41
TOTAL FOR: STATE SUPPLY COMPANY			1,280.41
00633	TIP TOP GRAVEL CO.		
	046362	CRUSHED ASPHALT	146.51
TOTAL FOR: TIP TOP GRAVEL CO.			146.51
10543	TRACTOR SUPPLY CREDIT PLAN		
	7/11/23	JULY ACCOUNT STATEMENT	602.82
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN			602.82
10069	TRUGREEN		
	07/06/23	LAWN CARE AUGUST	43.61
TOTAL FOR: TRUGREEN			43.61
02359	USALCO		
	20275539	LIQUID ALUM. SULFATE	9,397.49
TOTAL FOR: USALCO			9,397.49
01809	VALLEY TRUCK PARTS		
	1-1774261	#37-2 SKIDSTEER BROOM	1,321.66
TOTAL FOR: VALLEY TRUCK PARTS			1,321.66

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	Invoice		
02203	VISA		
	07/28/23	JULY MERCANTILE VISA STATEMENT	7,673.27
TOTAL FOR: VISA			7,673.27
10984	WEST MICHIGAN AUTO XCHANGE LLC		
	08/17/23	REFUND ESCROW	548.00
TOTAL FOR: WEST MICHIGAN AUTO XCHANGE LLC			548.00
00692	WILLIAMS & WORKS INC.		
	96658	LOWELL TRAIL PHASE 1 DESIGN	3,226.00
	96887	MONROE ST CONTRUCTION ENG	11,604.08
	96888	MONROE ST RPR W&S	24,531.35
	96889	WASHINGTON STREET W&S	162.00
	96943	GEE DR. MILL & FILL CONSTRUCTION	620.88
	96946	GRINDLE / SHEPARD CONSTRUCTION	916.94
	96947	BROOK & OTTAWA IMPROVEMENTS	2,314.16
	96948	2024 LOCAL STREET IMPROV.	648.00
TOTAL FOR: WILLIAMS & WORKS INC.			44,023.41
10567	WOLF KUBOTA		
	BYR-1031337	MULCH BLADE, CABLE	231.77
TOTAL FOR: WOLF KUBOTA			231.77
TOTAL - ALL VENDORS			790,225.09

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Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	DANIEL GODINEZ	REFUND - DEMO PERMIT	25.00	78981
101-000-084.015	DUE FROM FIRE AUTHORITY	POINT BROADBAND	AUGUST INTERNET SERVICES	40.58	78969
101-000-085.000	DUE FROM LIGHT & POWER	POINT BROADBAND	AUGUST INTERNET SERVICES	81.15	78969
101-000-264.003	WORKERS COMP INSURANCE PA	MML WORKERS' COMP FUND	WC POLICY 2023/2024 #2	5,248.00	78993
101-000-285.004	CREEKSIDE DEPOSIT	FRAN WHITLOCK	CREEKSIDE DEPOSIT - WHITL	50.00	78986
101-000-285.004	CREEKSIDE DEPOSIT	HEATHER LOTT	CREEKSIDE DEPOSIT - LOTT	50.00	78988
101-000-285.004	CREEKSIDE DEPOSIT	LIZ CALLIHAN	CREEKSIDE DEPOSIT - LIZ C	50.00	78992
101-000-285.004	CREEKSIDE DEPOSIT	PURFORMS, INC	CREEKSIDE DEPOSIT - PURFO	50.00	79002
Total For Dept 000				5,594.73	
Dept 101 COUNCIL					
101-101-864.000	CONFERENCES & CONVENTIONS	VISA	JULY MERCANTILE VISA STAT	2,902.72	78972
Total For Dept 101 COUNCI				2,902.72	
Dept 172 MANAGER					
101-172-864.000	CONFERENCES & CONVENTIONS	BURNS, MICHAEL	MME CONFERENCE MEALS TAX	62.71	78957
101-172-864.000	CONFERENCES & CONVENTIONS	VISA	JULY MERCANTILE VISA STAT	428.18	78972
101-172-864.000	CONFERENCES & CONVENTIONS	VISA	JULY MERCANTILE VISA STAT	790.00	78972
101-172-864.000	CONFERENCES & CONVENTIONS	VISA	JULY MERCANTILE VISA STAT	456.40	78972
101-172-955.000	MISCELLANEOUS EXPENSE	VISA	JULY MERCANTILE VISA STAT	14.99	78972
101-172-955.000	MISCELLANEOUS EXPENSE	PROTEC	2023 PROTEC MEMBERSHIP	517.75	79001
Total For Dept 172 MANAGE				2,270.03	
Dept 209 ASSESSOR					
101-209-740.000	OPERATING SUPPLIES	APEX SOFTWARE	MAINT. RENEWAL ASSESSING	520.00	78976
Total For Dept 209 ASSESS				520.00	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	SABO PR	PROJECTS	613.80	79004
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	FOP CONTRACTOR PREP	196.00	78983
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	LOA, FOPLC, FOP	168.00	78983
Total For Dept 210 ATTORN				977.80	
Dept 253 TREASURER					
101-253-864.000	CONFERENCES & CONVENTIONS	BS&A SOFTWARE	TRAINING - JENELL	150.00	78978
101-253-955.000	MISCELLANEOUS EXPENSE	VISA	JULY MERCANTILE VISA STAT	80.00	78972
Total For Dept 253 TREASU				230.00	
Dept 265 CITY HALL					
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE	577.20	78998
101-265-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	JULY ACCOUNT STATEMENT	23.99	78956
101-265-802.000	CONTRACTUAL	ALLIED UNIVERSAL TECH SER	ALARM MONITORING 301 E MA	420.00	78974
101-265-850.000	COMMUNICATIONS	POINT BROADBAND	AUGUST INTERNET SERVICES	62.72	78969
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	774.35	78980
101-265-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	JULY ACCOUNT STATEMENT	47.72	78956
101-265-975.000	BUILDING IMPROVEMENTS	PETTY CASH	PETTY CASH - VARIOUS	1.26	78997
Total For Dept 265 CITY H				1,907.24	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	JULY ACCOUNT STATEMENT	33.98	78956
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	OAKWOOD CEMETERY	250.00	78991
Total For Dept 276 CEMETE				283.98	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCANS	302.75	79010
101-301-727.000	OFFICE SUPPLIES	VISA	JULY MERCANTILE VISA STAT	258.28	78972
101-301-740.000	OPERATING SUPPLIES	PETTY CASH	PETTY CASH - VARIOUS	49.01	78997
101-301-744.000	UNIFORMS	VISA	JULY MERCANTILE VISA STAT	1,090.41	78972
101-301-850.000	COMMUNICATIONS	POINT BROADBAND	AUGUST INTERNET SERVICES	62.71	78969
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	JULY MERCANTILE VISA STAT	10.00	78972
101-301-957.000	TRAINING	VISA	JULY MERCANTILE VISA STAT	169.00	78972

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Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
		Total For Dept 301 POLICE		1,942.16	
Dept 336 FIRE					
101-336-984.000	EQUIPMENT	ALLIED UNIVERSAL TECH SER	FIRE STATION	15,000.00	78974
		Total For Dept 336 FIRE		15,000.00	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WEST MICHIGAN AUTO XCHANG	REFUND ESCROW	548.00	79015
		Total For Dept 400 PLANNI		548.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	JULY ACCOUNT STATEMENT	25.99	78970
101-441-740.000	OPERATING SUPPLIES	VISA	JULY MERCANTILE VISA STAT	(89.89)	78972
101-441-740.000	OPERATING SUPPLIES	PETTY CASH	PETTY CASH - VARIOUS	7.95	78997
101-441-850.000	COMMUNICATIONS	POINT BROADBAND	AUGUST INTERNET SERVICES	40.58	78969
101-441-864.000	CONFERENCES & CONVENTIONS	VISA	JULY MERCANTILE VISA STAT	1,023.18	78972
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	102.11	78980
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	38.52	78980
101-441-930.000	REPAIR & MAINTENANCE	CORPORATE CLEANING & FACI	FLOOR WORK - DPW	585.00	78960
101-441-930.000	REPAIR & MAINTENANCE	SAWYER ENGINE & COMPRESSO	COMPRESSORS	181.67	79005
101-441-955.000	MISCELLANEOUS EXPENSE	VISA	JULY MERCANTILE VISA STAT	14.00	78972
		Total For Dept 441 DEPART		1,929.11	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	17.36	78980
		Total For Dept 747 CHAMBE		17.36	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	O'LEARY PAINT	STRAINER	56.00	78996
101-751-740.000	OPERATING SUPPLIES	O'LEARY PAINT	YELLOW TRAFFIC PAINT	338.55	78996
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	JULY ACCOUNT STATEMENT	43.31	78956
101-751-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	JULY ACCOUNT STATEMENT	99.99	78970
101-751-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	JULY ACCOUNT STATEMENT	63.91	78970
101-751-930.000	REPAIR & MAINTENANCE	ALLIED UNIVERSAL TECH SER	TRAINING LOCK SYSTEM	385.00	78974
101-751-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	PARKS R&M	106.77	78975
101-751-930.000	REPAIR & MAINTENANCE	SITEONE LANDSCAPE SUPPLY	ROTOR ADJUSTABLE	117.37	79006
		Total For Dept 751 PARKS		1,210.90	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	JULY ACCOUNT STATEMENT	33.98	78956
101-790-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	TOWELS AND BATH TISSUE	136.23	79008
101-790-802.000	CONTRACTUAL	MODEL COVERALL SERVICE, I	LIBRARY RUGS JULY	251.56	78994
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	104.68	78980
101-790-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	JULY ACCOUNT STATEMENT	11.44	78956
101-790-930.000	REPAIR & MAINTENANCE	CORPORATE CLEANING & FACI	LIBRARY FLOORS - CLEANING	151.00	78960
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY SERVICE	274.25	79000
		Total For Dept 790 LIBRAR		963.14	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	TRUGREEN	LAWN CARE AUGUST	43.61	78971
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	14.48	78980
		Total For Dept 804 MUSEUM		58.09	
		Total For Fund 101 GENERA		36,355.26	
Fund 202 MAJOR STREET FUND					
Dept 450 CAPITAL OUTLAY					
202-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	GEE DR. MILL & FILL CONST	620.88	79016
202-450-970.000	CAPITAL OUTLAY	STATE OF MI/DEPT OF TRANS	GEE DRIVE CAPITAL OUTLAY	17,056.38	79009
		Total For Dept 450 CAPITA		17,677.26	
Dept 463 MAINTENANCE					
202-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	JULY ACCOUNT STATEMENT	34.15	78956

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Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
		Total For Dept 463 MAINTENANCE		34.15	
		Total For Fund 202 MAJOR		17,711.41	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	GRINDLE / SHEPARD CONSTRU	916.94	79016
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	2024 LOCAL STREET IMPROV.	648.00	79016
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	BROOK & OTTAWA IMPROVEMEN	971.95	79016
		Total For Dept 450 CAPITAL		2,536.89	
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	CRUSHED ASPHALT	146.51	79012
		Total For Dept 463 MAINTENANCE		146.51	
		Total For Fund 203 LOCAL		2,683.40	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	BROOK & OTTAWA IMPROVEMEN	1,342.21	79016
		Total For Dept 450 CAPITAL		1,342.21	
Dept 463 MAINTENANCE					
248-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	JULY ACCOUNT STATEMENT	47.90	78956
248-463-930.000	REPAIR & MAINTENANCE	VISA	JULY MERCANTILE VISA STAT	76.00	78972
248-463-930.000	REPAIR & MAINTENANCE	SKYLINE ELECTRIC, INC	RIVERWALK - GFI	450.00	79007
		Total For Dept 463 MAINTENANCE		573.90	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	PETTY CASH	PETTY CASH - VARIOUS	27.50	78997
		Total For Dept 740 COMMUN		27.50	
		Total For Fund 248 DOWNTOWN		1,943.61	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT	TO REPLACE RETURNED CHECK	1,345.50	78999
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT	JULY PERMIT FEES	59,550.85	78999
		Total For Dept 371 BUILDING		60,896.35	
		Total For Fund 249 BUILDING		60,896.35	
Fund 407 LOWELL TRAIL PHASE 1					
Dept 450 CAPITAL OUTLAY					
407-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	LOWELL TRAIL PHASE 1 DESI	3,226.00	79016
		Total For Dept 450 CAPITAL		3,226.00	
		Total For Fund 407 LOWELL		3,226.00	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	JULY ACCOUNT STATEMENT	247.96	78970
581-000-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	JULY ACCOUNT STATEMENT	109.98	78970
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	07/01/23 - 07/31/23 STREE	27.77	78959
581-000-955.000	MISCELLANEOUS EXPENSE	POINT BROADBAND	AUGUST INTERNET SERVICES	54.99	78969
		Total For Dept 000		440.70	
		Total For Fund 581 AIRPORT		440.70	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM VEOLIA	POINT BROADBAND	AUGUST INTERNET SERVICES	40.58	78969
		Total For Dept 000		40.58	
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP R&M	22.41	78975
590-551-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	METER PARTS	702.47	78984
590-551-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	WTP R&M	576.91	78984
590-551-930.000	REPAIR & MAINTENANCE	FERRENTINO, KATIE	REPAIRS TO 301 N WEST	1,200.00	78985

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Fund 590 WASTEWATER FUND					
Dept 551 COLLECTION					
		Total For Dept 551 COLLEC		2,501.79	
Dept 552 CUSTOMER ACCOUNTS					
590-552-727.000	OFFICE SUPPLIES	HOOVER PRINTING, LLC	WATER BILL PAPER	180.59	78989
		Total For Dept 552 CUSTOM		180.59	
		Total For Fund 590 WASTE		2,722.96	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water	KORHORN PROPERTIES LLC	UB refund for account: 5-	249.65	78967
		Total For Dept 000		249.65	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	JULY ACCOUNT STATEMENT	54.99	78970
591-570-743.000	CHEMICALS	USALCO	LIQUID ALUM. SULFATE	9,397.49	79013
591-570-802.000	CONTRACTUAL	SAWYER ENGINE & COMPRESSO	COMPRESSORS	181.67	79005
591-570-850.000	COMMUNICATIONS	POINT BROADBAND	AUGUST INTERNET SERVICES	40.58	78969
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	165.17	78980
591-570-970.000	CAPITAL OUTLAY	RS TECHNICAL SERVICES, IN	POWERFLEX 400 DRIVE PKG	6,947.04	79003
		Total For Dept 570 TREATM		16,786.94	
Dept 571 DISTRIBUTION					
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION JULY 202	1,806.25	78990
591-571-864.000	CONFERENCES & CONVENTIONS	VISA	JULY MERCANTILE VISA STAT	450.00	78972
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	35.64	78980
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	14.48	78980
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP R&M	199.99	78975
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP R&M	22.41	78975
591-571-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	METER PARTS	702.48	78984
591-571-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	WTP R&M	576.92	78984
591-571-955.000	MISCELLANEOUS EXPENSE	STATE OF MICHIGAN	APPLICATION FOR DISTRIBUT	70.00	78955
		Total For Dept 571 DISTRI		3,878.17	
Dept 572 CUSTOMER ACCOUNTS					
591-572-727.000	OFFICE SUPPLIES	HOOVER PRINTING, LLC	WATER BILL PAPER	180.59	78989
		Total For Dept 572 CUSTOM		180.59	
		Total For Fund 591 WATER		21,095.35	
Fund 596 CAPITAL PROJECTS WATER FUND					
Dept 000					
596-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	WASHINGTON STREET W&S	45.36	79016
596-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE ST CONTRUCTION ENG	4,945.66	79016
596-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE ST RPR W&S	10,455.26	79016
		Total For Dept 000		15,446.28	
		Total For Fund 596 CAPITA		15,446.28	
Fund 599 CAPITAL PROJECT FUND SEWER					
Dept 000					
599-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	WASHINGTON STREET W&S	116.64	79016
599-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE ST CONTRUCTION ENG	6,658.42	79016
599-000-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	MONROE ST RPR W&S	14,076.09	79016
		Total For Dept 000		20,851.15	
		Total For Fund 599 CAPITA		20,851.15	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	CIVICPLUS LLC	MUNICODE ADMIN. SUPPORT F	250.00	78958
636-000-802.000	CONTRACTUAL	APPLIED INNOVATION	CITY HALL COPY MACHINE	324.14	78977
636-000-986.000	COMPUTER DATA PROCESSING	BURNS, MICHAEL	RICH'S NEW COMPUTER	1,279.39	78957
		Total For Dept 000		1,853.53	

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User: JVELTKAMP
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 08/04/2023 - 08/17/2023
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					
		Total For Fund 636 DATA P		1,853.53	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	STATE SUPPLY COMPANY	DPW COMPRESSOR REPAIR	1,280.41	79011
661-895-930.000	REPAIR & MAINTENANCE	BURNIPS EQUIPMENT CO., IN	#36-1 FLAO R&M	1,380.97	78979
661-895-930.000	REPAIR & MAINTENANCE	GTW	CYLINDER RENTAL JULY 2023	53.45	78987
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	72.75	78995
661-895-930.000	REPAIR & MAINTENANCE	SAWYER ENGINE & COMPRESSO	COMPRESSORS	181.67	79005
661-895-930.000	REPAIR & MAINTENANCE	VALLEY TRUCK PARTS	#37-2 SKIDSTEER BROOM	1,321.66	79014
661-895-930.000	REPAIR & MAINTENANCE	WOLF KUBOTA	MULCH BLADE, CABLE	231.77	79018
661-895-981.000	EQUIPMENT	DEERE & COMPANY	GATOR # XUV865R	34,236.52	78982
		Total For Dept 895 FLEET		38,759.20	
		Total For Fund 661 EQUIPM		38,759.20	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	36,897.69	78962
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT - DELINQ	11.54	78963
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT - DELINQ	7.25	78965
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	237,599.16	78968
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	117,963.63	78964
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	147,482.46	78966
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	26,278.16	78961
		Total For Dept 000		566,239.89	
		Total For Fund 703 CURREN		566,239.89	

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User: JVELTKAMP
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 08/04/2023 - 08/17/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 6/6

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

Fund 101	GENERAL FUND	36,355.26
Fund 202	MAJOR STREET FUN	17,711.41
Fund 203	LOCAL STREET FUN	2,683.40
Fund 248	DOWNTOWN DEVELOP	1,943.61
Fund 249	BUILDING INSPECT	60,896.35
Fund 407	LOWELL TRAIL PHA	3,226.00
Fund 581	AIRPORT FUND	440.70
Fund 590	WASTEWATER FUND	2,722.96
Fund 591	WATER FUND	21,095.35
Fund 596	CAPITAL PROJECTS	15,446.28
Fund 599	CAPITAL PROJECT	20,851.15
Fund 636	DATA PROCESSING	1,853.53
Fund 661	EQUIPMENT FUND	38,759.20
Fund 703	CURRENT TAX COLL	566,239.89

790,225.09



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: August 17, 2023

TO: Mayor DeVore and the Lowell City Council

FROM: Michael T. Burns, City Manager

RE: Creekside Kingdom Design

As we begin the restoration of Creekside Kingdom we begin with the design process. Leathers and Associates, the firm who originally helped with the design of the original Creekside Kingdom has provided us a proposal for the design. The total cost for the proposal is \$62,060 and the project is broken into five phases which are described in the attached proposal.

These funds will be paid for by the fundraising efforts being led by the Lowell Rotary Club. However, with the playscape located on City property, we will hold the contract. The City Attorney is reviewing a proposed letter of agreement between the City and Rotary. Leathers and Associates agreed to not bill us for Phase 1 (\$4,400) until we have fundraised that amount. We have agreed not to move to each phase until the fundraising is in place to cover the cost of the particular phase.

If approved, the Lowell Rotary Club will begin the fundraising this week. Theresa Mundt and Cody Chambers are leading the fundraising efforts and will be putting together a Facebook page within the week.

I recommend the Lowell City Council approve Leathers and Associates to begin design of the new Creekside Kingdom at a cost not to exceed \$62,060.



Professional Services Agreement For Design Services

Leathers & Associates, Inc. PO Box 3364 Jupiter, FL 33469-9998 DATE: 7/13/23	City of Lowell, MI 301 East Main Street Lowell, MI 49331
---	--

This is a lump sum contract between the City of Lowell, MI (Client) and Leathers & Associates, (L&A) for design services to design a custom playground at Creekside Park.

This proposal constitutes an estimate of the work our firm will provide for your project and the associated fees. The fees described in this proposal assume that we are providing standard design services described in this proposal. The fees outlined here will vary only if additional work is requested or required. Any modifications to this proposal will be handled through written change orders.

The following pages contain an outline of the scope of work, associated responsibilities, and cost. This proposal is valid through 9/13/23.

SCOPE OF WORK:

To design a new state of the art custom designed playground. The design will be based on approximately 10,000 square feet. The main materials will be a variety of recycled plastic lumber. No wood. The new playground should be expected to last at least 30 years with proper maintenance. The playground will be designed and constructed to the current ASTM F1487 and & CPSC Pub.325 safety standard and current ADA requirements.

Design Criteria:

- Budget goal \$400,000
- Overall size based on +/- 10,000 square feet.
- Surfacing type: Engineered wood fiber
- Age groups: 2-5- and 5-12-year-olds
- Accessibility level: Medium/High
- Fence: Yes
- Theme: To be determined

DESIGN PROCESS:

PHASE I: \$4,400 Lump sum

L&A will work with the client to review the necessary design information and goals from the Client. From which we will develop a schematic plan view drawing(s).

Deliverables:

- Develop a schematic 1/8" scale drawing of the new design.
- Develop a materials list for the project.
- Provide an estimated budget for the project.

* Request for design changes after completion of the delivered drawing(s) would be an additional fee based at an hourly rate of \$110/hr.

PHASE II: \$33,260 Lump sum.

L&A will review client feedback from phase I and work to modify and develop a final set of drawings outlining the scope of work for the project. We will also provide a hand drawn 3D rendering and project budget.

Deliverables:

- PDF drawings consisting of plan views, stakeout, safety surfacing and ADA drawings.
 - These drawings are not typical construction drawings and are prepared for our trained construction consultants.
- Provide a 3D-colored hand rendering of the final design printable to 24"x36"
- Provide an estimated budget for the project.
- Develop a materials list for the project.
- If necessary, L&A shall assist the client in filing the required documents for the approval of governmental authorities having jurisdiction over the project. It is, however, the client's responsibility to identify any such requirements and authorities and to follow through with any required filings. Any additional work that may be needed is not included in this proposal.

* Request for design changes after the delivered drawings would be an additional fee at an hourly rate of \$110/hr.

CONSTRUCTION SCHEDULING: \$950 Lump sum.

This fee reserves your construction dates. Dates are available on a first come first serve basis. The earlier you confirm your dates the more likely you are to get your first choice. Once confirmed, if you change your dates, you may be charged an additional fee.

Costs:

ORGANIZATION DAY: \$ 2,900 lump sum.

Leathers & Associates shall provide organizing and coordinating assistance and support by phone to the committee. A representative of Leathers & Associates shall also conduct Organization Day meetings with the client.

CONSTRUCTION SUPERVISION: \$ 20,550 lump sum.

Leathers & Associates shall provide construction consultants who will be present at the site during construction. The consultants shall work with the committee during construction to provide observation of construction and interpretation of drawings.

The construction consultants shall familiarize themselves generally with the progress and quality of the work and determine in general if the work is proceeding in accordance with the construction

drawings. The construction consultants shall be the interpreters of the requirements of the construction documents and the impartial judges of the performance thereunder by the volunteers.

The construction consultants shall have the authority to reject work that does not conform to the construction documents. Whenever, in their reasonable opinion, they consider it necessary or advisable to ensure the proper implementation of the intent of the construction documents, they shall have authority to require replacement of any work at any stage of construction. The construction consultants' decisions shall be final if consistent with the intent of the construction documents.

The construction consultants shall conduct a final inspection upon substantial completion of the work and shall prepare a punch list for the committee's use to accomplish full completion of the project.

Leathers & Associates shall receive and review the punch list and shall issue a certificate of substantial completion.

Payment Terms		
\$ 62,060.00	Total contract amount	
Amount	%	Due date
\$ 3,103.00	5%	Upon signing of contract
\$ 9309.00	15%	Upon Deliverables in phase I
\$ 24,824.00	40%	Upon Deliverables in phase II
\$ 24,824.00	40%	Upon substantial completion of construction
\$ 62,060.00	100%	

Leathers & Associates, Inc.

Owner Title: _____ Date: _____

City of Lowell, MI

Authorized Agent Title: _____ Date: _____



DATE: August 17, 2023

TO: Mayor DeVore and the Lowell City Council

FROM: Michael T. Burns, City Manager

RE: City Hall Rubber Roof Replacement

On August 16th, I opened bids to replace the rubber flat roof at City Hall. Our original roof from when the building was constructed is in 2003 and is in need of being replaced. \$45,000 was budgeted in the general fund for this task.

I received bids from three firms. Specific materials and requirements were requested in the bid. In addition, we asked for a 10-year warranty on the material and work in the bid. We received bids from the following firms:

- RG Enterprises – Lowell - \$38,800
- Superior Springs – Lansing - \$50,696 (provided two alternate bids of \$49,311 and \$56,525)
- Commercial Coating Systems – Cedar Springs - \$51,375

RG Enterprises is owned by Ryan Gould. Ryan has worked on our roofs in our buildings for years and has done a great job for us. He is responsive and has always been good at addressing our concerns when they occur.

I recommend for the Lowell City Council to approve for RG Enterprises to replace our rubber roof at Lowell City Hall for a cost not to exceed \$38,800.

RG ENTERPRISES

Ryan Gould - 616.262.9949

August 15, 2023

Attention: City of Lowell
Location: City Hall Building

RE: CONTRACT TO BEGIN WORK

Thank you for considering RG Enterprises for your building and roofing maintenance needs. As requested, please see the breakdown for your roofing project:

- Clean all debris off roof and power wash and prepare roof for coating
 - Seal all loose laps, H-Vac units, corners, or any other problem areas on roof with Gaco SF4200 seam seal
 - After detailing roof with Gaco SF4200 seam seal, we will coat entire main roof (13,500 sq') with Gaco Flex S42 coating applied to manufacturers specs
- **10-year warranty on all work performed by RG Enterprises =\$38,800**

(Not responsible for Acts of God (wind, ice, hail, etc.)

Thank you for the opportunity to quote this roofing project. If at any time you have any questions or concerns, please do not hesitate to contact me.

THIS QUOTE IS GOOD FOR 30 DAYS

All materials supplied by:

LT Ollesheimer & Sons - 616-534-9100

Rep: Mike

5770 Clay Ave. SW

Wyoming, MI 49548

- Gaco Flex SF4200 Seam seal
- Gaco Flex S42 Coating

References:

John (Bucky) Curtis – 616-299-1614

Curtis Cleaners (Lowell, Grand Rapids, Detroit)

Gaco Products

Randy Dislcoen – 616-485-8283

Grand Rapids

Gaco Roof Coat

Jeanne DeRoseau – 616-949-0900

Mosaic Wealth Management

Grand Rapids – Gaco Roof Coat



Bid Form

City of Lowell
City Hall Roof Project
(Please type or print in ink)

Company Name: Ryan Gould (RG Enterprises)
Address: 1242 E. Main Lowell M.I.
Contact Person: Ryan Gould
Phone: 616-262-9949
Email: Ryan.Gould72@icloud.com
Bid Submitted By: Ryan Gould
Signature: Ryan Gould
Date: 8-3-23

Cost Proposal

Total Bid Cost: \$ 38,800.-

Tentative Start Date: 8-22-23

Completion Date: 10-15-23



Please provide answers to the following:

Describe relevant experience, expertise and qualifications:

I've been a flat roofer for 23 years, we have used Teco products for over 10 years and had great results.

Project team members:

Jake Gould, Brayden Gould, Gavin Gould, Ryan Gould

Sub-Contractors:

none

Describe any unusual terms or conditions to be considered:

1/2 down to cover material

finish date should be by 10-1-23, rain can slow our process.

Teco flex 542 coating to be 1 heavy coat only applied at 18 mils when dry (as recommended by manufacturer)

County of Kent
OFFICE OF COUNTY CLERK
Grand Rapids, Michigan
Filing Fee: \$10.00

New ☒

Renewal ☐

Amended ☐

202307280000859 Pgs: 1 BR
07/28/2023 10:18 AM Fees: \$10.00
Lisa Posthumus Lyons
Kent County Clerk/Register, MI
Exp: 07/28/2028

BUSINESS REGISTRATION CERTIFICATE
PERSON CONDUCTING BUSINESS UNDER ASSUMED NAME OR PARTNERSHIP

THE UNDERSIGNED hereby certifies, under the provisions of MCL 445.1-445.5, that the following person (or persons) now owns, conducts or transacts, or intends to own, conduct, or transact a business, or maintain an office or place of business in the County of Kent, State of Michigan, under the name, designation or style set forth below:

1. **NAME OF BUSINESS:** RG ENTERPRISES
2. **ADDRESS OF BUSINESS:** 1242 E MAIN ST, LOWELL, MI 49331
(Complete Mailing Address)
3. **NAME OF PERSON(S)** owning, conducting, transacting or composing the above business, and the home address of each:

NAME	RESIDENCE ADDRESS (Street, City, State, Zip)
(Print) RYAN MICHAEL GOULD	1242 E MAIN ST LOWELL, MI 49331
(Print)	
(Print)	
(Print)	

4. **PARTNERSHIP CERTIFICATE.** The Undersigned hereby certifies, under the provisions of MCL 449.101-449.106, that:

(a) The business mentioned herein ☐ IS ☒ IS NOT a partnership.

(b) Length of time partnership is to continue. (Insert either the term agreed on by the Partners, or the statement "not limited by partnership contract")

5. **SIGNATURES OF ALL PERSONS LISTED ABOVE**
(Acknowledged before a Notary Public)

(Signature) Ryan Gould

(Signature) _____

(Signature) _____

(Signature) _____

STATE OF MICHIGAN } ss.
COUNTY OF KENT

David Hue

Type, print, or stamp notary's name

Subscribed and sworn to before me on July 28th, 2023,
by all the persons listed above.

Notary Public, Kent County, MI; acting in

My commission expires:



STATE OF MICHIGAN } ss.
COUNTY OF KENT

I, **Lisa Posthumus Lyons**, Clerk of the County of Kent and of the Circuit Court thereof, do hereby certify that the foregoing is a true and exact copy of the original document on file in the office of the County Clerk.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal at the City of Grand Rapids on July 28th, 2023.

Lisa Posthumus Lyons, Kent County Clerk

By: [Signature] Deputy County Clerk

VIETNAM VETERANS OF AMERICA

Michael J. Bost Chapter 18

P. O. Box 1766

Grand Rapids, MI 49501

616-644-2787

August 3, 2023

Mayor Mike DeVore

City of Lowell

301 East Main St

Lowell, MI 49331

Dear Mayor DeVore

The Michael J. Bost Chapter 18 of the Vietnam Veterans of America will observe Prisoner of War/Missing in Action Recognition Day on Friday, September 15, 2023. We will have a brief ceremony at **2:00 PM** in the chapel in the new building of the Michigan Home for Veterans in Grand Rapids.

We would like the City of Lowell, with other communities, issue a proclamation declaring September 15, 2023 as Prisoner of War/Missing in Action Day. This resolution would then be presented to the Michael J. Bost Chapter of the Vietnam Veterans. A sample is included for your convenience.

Your presence is requested at this ceremony to make the presentation to the Vietnam Veterans of America Chapter 18. Out of respect for those who are present, we would appreciate dignitaries being present for the entire ceremony.

If you or your representative are able to attend this ceremony, please let us know.

For further questions, please call Betty Pike 616-644-2787.

Thank you for your consideration.

Sincerely,

Tom Sibley

President

Michael J. Bost

Chapter 18

Vietnam Veterans of America

RESOLUTION TO PROVIDE FOR THE DESIGNATION OF

SEPTEMBER 15, 2023 AS

“PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY”

WHEREAS, the United States has fought in many wars, one of the was the Vietnamese Conflict; and,

WHEREAS, Friday, September 15, 2023, is a day of remembrance for those who suffered as prisoners of war or are still missing as a result of any conflict; and,

WHEREAS, although cooperation has increased within the past few years, there are still over 1749 American servicemen and civilians including 48 from the State of Michigan missing and unaccounted for in Indochina. There is also one missing from the State of Michigan in the Gulf War. The uncertainty surrounding their fates has caused their families to suffer great hardship; and

WHEREAS, increasing public awareness and focusing public attention on this issue is one way to help achieve this goal;

NOW, THEREFORE BE IT RESOLVED, by the council of the City of Lowell that **Friday, September 15, 2023** shall be designated as

“PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY”

We urge all of our citizens to take note of this important issue and remember those servicemen and civilians who were prisoners of war and those who are still missing and to commemorate the day with appropriate activities.



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: August 17, 2023
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager
RE: Trail Easement – 500 S. Hudson

For the completion of phase one of the proposed trail project, the City needs an easement across the agricultural property at 500 S. Hudson St. James and Rebecca Dine-Reagan own the property. Dave Austin has been working on the city and LARA's behalf to negotiate a proposed easement with the Reagans.

There is a process required by MDOT to negotiate these easements and a good faith offer within the confines of the requirements. The Reagans have agreed to the terms offered but have added some conditions.

One of the conditions is the City take over responsibility of the operation and maintenance of existing sidewalk that border along the property on Bowes Rd. and Hudson St. As you know, the City Ordinance places sidewalk maintenance on the property owner. This amounts to 1,372 feet of sidewalk along Bowes Rd. and Hudson St.

This particular sidewalk connects people to the trail and there will be an increase in public demand to use their sidewalk. The property is adjacent to agricultural property and they are providing a large easement, which is a necessity for the trail. I believe the request made by the Reagans is a reasonable one.

They have also requested construction restrictions during hunting season and a placement of signage that the open field north of the trail is private property and for those on the trail to remain in the designated area. I believe this request made by the Reagans is also reasonable.

The total cost for the easement is \$2,700 and this is acceptable to the Reagans as well.

I recognize the ordinance requirements regarding sidewalk maintenance. However, I would argue the trail is an enhancement for the entire community and allowing this is for the public good as it connects directly to the trail. I believe this is a fair trade to receive the easement which is necessary.

I recommend for the Lowell City Council to accept an easement agreement with James and Rebecca Reagan at 500 S. Hudson for the trail as prepared.

williams&works

engineers | surveyors | planners

August 7, 2023

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

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

Dear Mr. Burns:

Phase 1 of the proposed rail trail connection project requires an easement across the agricultural property at 500 S. Hudson Street, owned by James Reagan and Rebecca Dine-Reagan. As required by the city's MDOT grant, a preliminary Good Faith offer was made to the property owners which they have reviewed and have indicated a willingness to accept with some conditions. One of those conditions is that the City take over responsibility for the operation and maintenance of the existing sidewalk that borders this parcel on S. Hudson St. and Bowes Rd. (See graphic below). Following is a summary of this request for consideration by the city council at its August 21, 2023 meeting.



Mike Burns
August 7, 2023
Page 2 of 2

Per the City ordinance, the property owners are required to maintain this sidewalk (including snow removal), a total distance of approximately 1,372 feet. This includes approximately 231 feet on the south side of Bowes Rd. and then 1,141 feet on the west side of S. Hudson St. to the northern terminus of the guardrail on the west side of the Hudson Street bridge. The property owners no longer own the family residence on Bowes Rd., adjacent to this agricultural property.

The property owners have indicated they are supportive of the trail project, but wish to be relieved of the responsibility for this sidewalk, which will be connected to the expanded trail system. They feel that once the trail is completed, there will be increased public demand for maintenance of this sidewalk, beyond what should be expected of an agricultural property owner. The section of the sidewalk along S. Hudson St., is of particular concern given its immediate proximity to the edge of the traveled roadway.

The other conditions requested by the property owners are minor in nature and include construction restrictions during hunting season and the placement of signage reminding trail users that the open field north of the trail is private property and to request that they do not leave the designated trail area.

The calculated Good Faith offer for the permanent trail easement and a temporary Grading permit during construction is \$2,700, which the property owners have indicated is acceptable to them.

We will attend the meeting and have invited the property owners to attend as well in order to address any questions the Council may have.

Respectfully,

Williams & Works

A handwritten signature in dark ink, appearing to read "Dave Austin", written over a light blue horizontal line.

Dave Austin

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

Memorandum



To: Lowell City Council

From: Charlie West

Date: August 17, 2023

Re: Lowell Light & Power MERS 457 Plan Agreement Update

Over the last two LL&P Board meetings, the LL&P board has discussed an update to our MERS 457 Retirement Plan. The updated plan would provide a 1% employer match on employee contributions to a MERS 457 Plan. The updated retirement benefit was included in the recently negotiated working agreement with our bargaining unit. Following the execution of the new working agreement, the LL&P Board amended the non-union handbook to include offering this benefit to all full-time LL&P employees.

It is important to acknowledge that all LL&P employees currently participate in a MERS retirement plan, including a defined benefit (pension) plan, a hybrid retirement plan, or a defined contribution retirement plan. While employees have the option to participate in a 457 retirement plan, it's essential to recognize that this plan does not currently include an employer match. The proposed new 457 matching program, however, represents an opportunity for our employees to gain added flexibility in their retirement planning efforts. Moreover, it effectively strengthens our compensation package as we focus on retaining our excellent staff and attracting top talent, amid a highly competitive labor market.

Highlighting the procedural aspect of this request, LL&P's retirement benefits fall under the city's broader umbrella through MERS. Consequently, any modifications to LL&P retirement plans necessitate the approval of the city council. It is important to clarify that MERS administers both LL&P and City of Lowell retirement plans independently. This means that any updates to LL&P's plan structure will have no bearing on the city's financials or its retirement plans. It is equally vital to emphasize that the proposed changes will not have any detrimental effects on LL&P's unfunded pension liability or disrupt our long-term pension liability funding strategy.

Recommendation: The Board of Lowell Light and Power recommends that City Council approve the updated 457 Participation Agreement, the MERS 457 Employer Contribution Addendum, and the Customized Definition of Compensation Addendum included in your council packet.

MERS 457 Participation Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707

www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS 457 Program provided by the Municipal Employees' Retirement System of Michigan, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. **Employer Name:** City of Lowell - Light & Power
(Name of municipality or court)

Municipality Number: 410402 **Division Number** (if amendment): 400407

II. **Effective Date:** The MERS 457(b) Program will be effective as follows (choose one):

☐ **Original Adoption.** The MERS 457(b) Program will be effective _____,
(Month and year)

with respect to contributions upon approval by the Program Administrator.

☐ To establish a new plan or replace current 457 carrier with the MERS 457 Program.

☐ To add the MERS 457 Program in addition to: _____
(Other plan provider)

VERY IMPORTANT: All eligible programs of a Participating Employer are considered to be a single plan for purposes of compliance with Code Section 457(b). Thus, if a Participating Employer has more than one eligible 457 (or additional investment options under a 457(b) arrangement with more than one vendor), the Participating Employer is responsible for ensuring that all of its arrangements, treated as a single program, comply with the 457(b) requirements. In order to fulfill its responsibility for monitoring coordination of multiple programs, the Participating Employer must carefully review the Master Plan Document provisions.

☒ **Amendment and Restatement.** The amended and restated MERS 457(b) Program will be effective January 2024, with respect to contributions upon approval by the
(Month and year)
Program Administrator. *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

III. **Eligible Employees:** Only Employees as defined in the Program may be covered by the Participation Agreement. Subject to other conditions in the Program, this Agreement, and Addendum (if applicable), the following Employees are eligible to participate in the Program:

Full-time Lowell Light and Power Employees

IV. **Contributions will be submitted** (check one):

Contributions will be remitted according to Employer's "Payroll Period" which represents the actual period amounts are withheld from participant paychecks, or within the month during which amounts are withheld.

☐ Weekly ☒ Semi-Monthly (twice each month)

☒ Bi-Weekly (every other week) ☐ Monthly

MERS 457 Participation Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707

www.mersofmich.com

Definition of Compensation

The Definition of Compensation selected must be used when determining both employer and employee contributions. Employers may include wage information along with employee and employer contributions when submitting wage/contribution reports to MERS.

Select your Definition of Compensation:

☐ Base Wages ☐ Box 1 Wages of W-2 ☐ Gross Wages

☒ Custom Definition

Click here to view details
of Base, Box 1, and
Gross Wages

(To customize your definition, please complete the [Custom Definition of Compensation Addendum](#).)

V. Roth Deferral Contributions: ☒ shall be permitted ☐ shall not be permitted

If **Roth Deferral Contributions** are elected, the Program will allow Roth rollover contributions from other designated Roth 457(b), 401(k), or 403(b) Plans. Roth in-plan rollovers will also be allowed. Roth in-plan rollovers allow a participant who has reached 70½ or who has incurred a severance from employment to elect to have all or a portion of his or her pre-tax contribution account directly rolled into a designated Roth rollover account under the plan if the amount would otherwise be permitted to be distributed as an eligible rollover distribution. Any amounts that are rolled to the Roth rollover account are considered to be irrevocable and may not be rolled back to the pre-tax account.

MERS 457 Participation Agreement

- VI. Loans:** ☒ shall be permitted ☐ shall not be permitted

If Loans are elected, please refer to the [Defined Contribution & 457 Loan Addendum](#).

- VII. Automatic Enrollment:** ☐ shall be permitted ☒ shall not be permitted

If selected, please complete and attach the [457 Eligible Automatic Contribution Arrangement \(EACA\) Addendum](#).

- VIII. Employer Contributions:** ☒ shall be permitted ☐ shall not be permitted

If selected, please complete and attach the [457 Employer Contribution Addendum](#).

- IX. Modification of the Terms of the Participation Agreement**

If the employer desires to amend any of its elections contained in the Participation Agreement, including attachments/addendums, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Participation Agreement. The amendment of the new agreement is not effective until approved by MERS.

- X. Enforcement**

1. This Participation Agreement, including attachments/addendums may be terminated only in accordance with the Master Plan Document
2. The Employer hereby agrees to the provisions of the *MERS 457 Supplemental Retirement Program and Trust Master Plan Document*.
3. The employer hereby acknowledges it understands that failure to properly fill out this Participation Agreement may result in the ineligibility of the program.

- XI. Execution**

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Participation Agreement is hereby approved by City of Lowell Light & Power
(Name of Approving Employer)
on the ____ day of _____, 20____.

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

MERS 457 Employer Contribution Addendum



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

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This is an Addendum to the Participation Agreement completed by City of Lowell Light & Power
Name of Employer
for Light & Power Employees of 400407
Employee Group Division Number

The Addendum modifies the MERS 457 Participation Agreement. Please complete this addendum for each contribution structure associated with the covered employee group.

I. Employer Contributions

The Participating Employer may make matching contributions and/or non-matching contributions. In no event will the employers' matching contributions and participant contributions combined exceed IRS maximums established annually, Section 457(e)(5).

The Participating Employer elects to make contributions as follows (check *Matching*, *Non-Matching*, or both as applicable):



A. Matching Contributions

Employer Contributions shall be made to match all or a portion of a participant's compensation deferred into this Program. The Employer elects the following matching contribution formula (check and complete **Percentage** or **Flat Dollar and Employer Cap**, if applicable, below):



Percentage: For each payroll period in which the participant deferred compensation into the Program, the Employer will contribute 100 % of the deferral amount.

For example, if an Employer elects a 50% match, then for every \$10 the participant defers to the Program, the Employer will contribute \$5 to the Program.



Flat Dollar: For each payroll period in which the participant deferred at least \$ _____ to the Program, the Participating Employer will contribute \$ _____ per payroll period.

Employer Cap: The Employer elects to establish a cap on its matching contributions, so that the match amount cannot exceed a certain amount. The Employer elects the following cap on its matching contribution:



Flat Dollar Cap: In no event will matching contributions made on behalf of a participant exceed a flat dollar amount equal to \$ _____ per _____ (pay period / year / etc.).



Cap Equal to Percentage of Total Compensation: In no event will matching contributions made on behalf of a participant exceed 1 % of the participant's compensation as defined by Section 1.9 of the Plan Document.



B. Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to a participant's contribution to the Program. The Employer elects the following contribution formula (check one):



Annual Contributions: A one-time annual contribution of \$ _____ or _____ % of compensation per participant.



\$ _____ or _____ % of compensation per participant for each payroll period.

Customized Definition of Compensation Addendum

(MERS Defined Benefit, Defined Contribution, Hybrid, or 457)



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

If you choose to customize your Definition of Compensation as part of your MERS plan provisions, you must select boxes in each section you would like to include. You will be responsible for additional reporting details to track custom definitions.

Types of Compensation

Regular Wages (paid time, or time as though working, within the pay period)

- ☒ Salary or hourly wage X hours
☒ PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified)

☒ On-call pay

☐ Other: _____

Other Wages apply: YES ☐ NO ☒

☐ Shift differentials

☒ Overtime

☒ Severance issued over time (weekly/bi-weekly)

☐ Other: _____

Lump Sum Payments apply: YES ☐ NO ☒ (check all that apply)

☒ PTO (Paid Time Off)

☐ Vacation

☐ Personal

☐ Longevity

☐ Bonuses

☒ Merit pay

☐ Sick payouts

☐ Comp time

☐ Annual holiday pay

☐ Hazard pay

☐ Job certifications

☐ Educational degrees

☐ Moving expenses

☒ Severance

☐ Other: _____

Taxable Payments apply: YES ☐ NO ☒

☐ Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement)

☐ Prizes, gift cards

☐ Personal use of a company car

☐ Car allowance

☐ Other: _____

Reimbursement of Nontaxable Expenses (as defined by the IRS) apply: YES ☐ NO ☒

☐ Gun, tools, equipment, uniform

☐ Phone

☐ Fitness

☐ Mileage reimbursement

☐ Travel through an accountable plan (i.e. tracking mileage for reimbursement)

☐ Other: _____

Types of Deferrals

Elective Deferrals of Employee Premiums/Contributions apply: YES ☐ NO ☒

☒ 457 employee and employer contributions

☒ 125 cafeteria plan, FSAs and HSAs

☒ IRA contributions

☒ Other: Defined Contribution Plan Contributions

Types of Benefits

Nontaxable Fringe Benefits of Employees apply: YES ☐ NO ☒

☐ Health plan, dental, vision benefits

☐ Workers compensation premiums

☐ Short- or Long-term disability premiums

☐ Group term or whole life insurance < \$50,000

☐ Other: _____

Mandatory Contributions apply: YES ☐ NO ☒

☒ Defined Benefit employee contributions

☒ MERS Health Care Savings Program employee contributions

☒ Other: Other Defined Contribution employee contributions

Taxable Fringe Benefits apply: YES ☐ NO ☒

☐ Clothing reimbursement

☐ Stipends for health insurance opt out payments

☐ Group term life insurance > \$50,000

☐ Other: _____

Other Benefits / Lump Sum Payments apply: YES ☐ NO ☒

☐ Workers compensation settlement payments

☐ Other: _____



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: August 17, 2023
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager
RE: Alternative Schedule

Many Kent County municipalities have moved toward some form of an alternative schedule for their operations. Meaning their City Hall and Public Works staff are working either a 4/10-hour day or 9 day/80-hour schedule. Many communities such as our have had to reduce benefits over the years as we have and believe this is an employee retention tool they can provide for their staff. I have talked to many of these communities and they have seen no issues with level of service nor being unresponsive in emergencies.

Our Friday traffic/call volume is much less than any other day of the week. There are many times where I have just considered shutting down City Hall because of this. I would like the city to test one of these schedules for a six-month period. I have talked to all of our staff and while there is difference on whether a 4/10 or a 9/80 is preferred, they would like us to modify something with this.

I surveyed multiple communities statewide and, in my form, you will see the majority of the alternative schedules are for municipalities in Kent and Ottawa County but you are seeing more communities considering this.

In the last two weeks, I have had City Hall staff compile data. I will share what we have at the meeting. If willing to consider this, I would propose testing it for a six-month period to see if there are issues. If we were to do so I would propose it looking one of the possible ways:

4/10 Schedule

Option A: Monday - Thursday 7 AM to 6 PM

- City Hall is open 2 hours more a day than normal.
- Allows for an unpaid one-hour lunch (current protocol).

Option B: M-T 7:30 AM to 5:30 PM

- City Hall is open one hour a day more than normal.
- Staff would receive a 30-minute paid lunch and can stack their two 15-minute breaks to it (most common practice) if they choose to.
- This is the most common as I have seen this time along with either 7 AM to 5 PM or 8 AM to 6 PM.

Option C: Mon. and Tues. 7 AM to 5PM, Wed, Thurs. 8 AM to 6 PM

- City Hall is open one hour more a day.
- This allows people to come one hour earlier than normal and one hour later than normal during the week.
- Staff would receive a 30-minute paid lunch and can stack their two 15-minute breaks if they so choose.

9/80 Schedule

Option A: Monday – Thursday 7:30 AM to 5:30 PM, Friday 8:00 AM to Noon

- City Hall is open one more a day on Monday through Thursday, and open four hours on Friday
- Allows for an unpaid hour lunch (current protocol. (No lunch on Friday)
- City Hall is open for the same period on Monday through Thursday, open four hours on Friday

Option B: Monday – Thursday 8:00 AM to 5:00 PM, Friday 8:00 AM to Noon

- City Hall is open as normal on Monday through Thursday, and open four hours on Friday
- Staff would receive a 30-minute paid lunch and can stack their two 15-minute breaks if they so choose (No lunch on Friday)

In speaking with staff, everyone would like some sort of a change. If we went to a 4/10 schedule, there would be some savings on utilities if City Hall was closed on Friday as you wouldn't have to run the HVAC in an occupied setting for the entire day. However, in reviewing what other communities are doing and monitoring our volume, I think the fair option is to be open for Friday morning. In my opinion, our volume on Friday afternoons is very minimal and frankly pointless to remain open during this time. However, some Friday mornings have relatively normal volume.

In regards, to going to a 30-minute paid lunch, I see no issue with this. Our Police Officers don't have unpaid lunch periods and it has never been an issue. My City Hall staff doesn't take their 15-minute breaks so stacking them with their lunch is not a problem.

We already have a provision in the DPW Labor Agreement for an alternative schedule from May until October. A few years back, they went to a 4/10 schedule but went back to their normal schedule because City Hall wasn't on it. I have told them and if there was a change at City Hall, we would work on a similar alternative schedule during the summer months.

We have allowed our Police Administrative clerk to work a 4/10 schedule. I also allow the Police Chief to work a modified 9/80 schedule. They have done this for a few years with no problems.

If you were to consider a 4/10 schedule, I would suggest Option B and also Option B for the 9/80. These align with what I found with other communities.

Communities with modified work schedules

<u>Municipality</u>	<u>4-10's</u>	<u>9/80's</u>	
Wyoming	X		
Cedar Springs	X		
Sparta	X		
Plainfield Township	X		
Caledonia Township		X	
Kentwood		X	
Walker		X	
Middleville		X	
Rockford		X	
Otsego		X	(Considering 4/10)
Fenton		X	
Wixom	X		
Tawas City		X	
Carson City	X		
Hudsonville		X	
Springfield	X		
Plainwell		X	
Missaukee Rd Comm	X		(Summer only)
Ottawa Co. Rd Comm		X	
Van Buren Twp	X		
Coopersville	X		
Van Buren Twp	X		
PORTAGE AND GRAND BLANC EXPLORING OPTIONS			



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: August 18, 2023

TO: Mayor DeVore and the Lowell City Council

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

RE: Hillside Court

Two years ago, we laid asphalt down to address the top portion of Hillside Court. We basically did the northern part of the street and the cul de sac. We did not at the time complete the apron of the cul de sac because we didn't see it as a need.

Since then, the apron of the cul de sac which is in the public street plat has eroded. The city has been asked to address this and believe the best solution is to lay asphalt in the apron and shape it to avoid the erosion. Our staff can grade this to avoid the erosion. However, asphalt is the best solution.

Michigan Paving, the contractor overseeing the Grindle and Shepard project has been asked to quote this work since they will be in the area in the next few weeks.

They have given us a quote of \$9,691.50 to address this. This can be paid for by the Local Street Fund.

I recommend the Lowell City Council approve for Michigan Paving to address the apron on Hillside Court at a cost not to exceed \$9,691.50.

Lowell 222192 - Grindle Dr and Shepard Blvd Improvements Project
 July 6th, 2023

HILLSIDE CRT					
Item	Description	Units	Unit Price	Amount	Price
1	Mobilization	LSUM	\$12,000.00	1000	1000
2	Maintaining Traffic (Max \$5,000)	LSUM	\$5,000.00		
3	Erosion and Sedimentation Control	LSUM	\$4,000.00		
4	Curb and Gutter, Rem	Ft	\$10.00		
5	Gutter Pan	Ft	\$40.00		
6	HMA Base, Crush and Shape	Syd	\$2.25	274	\$616.50
7	Conc Curb and Gutter	Ft	\$39.00		
8	Storm Sewer, 8 inch	Ft	\$55.00		
9	Storm Sewer, 12 inch	Ft	\$95.00		
10	Dr structure, Catch Basin, 48 inch Dia	Ea	\$3,500.00		
11	Dr Structure, Storm, 48 inch Dia	Ea	\$3,500.00		
12	Core and Boot, 12 inch Storm Sewer	Ea	\$600.00		
13	Machine Grading	STA	\$445.00	2	\$890.00
14	Material, Surplus and Unsuitable, Rem, LM	Cyd	\$5.00	150	\$750.00
15	Dr. Structure cover, Adj	Ea	\$800.00		
16	Gate Box, Adj	Ea	\$250.00		
17	3EML	TON	\$100.00	33	\$3,300.00
18	4EML	Ton	\$105.00	27	\$2,835.00
19	Slope Restoration	LSUM	\$15,000.00		
20	Agg Base 6 inch	Syd	\$20.00	15	\$300.00
21	Flared End Section, 8 inch	Ea	\$150.00		
22	Concrete Flume	Ea	\$1,300.00		

Total Base \$9,691.50

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

City of Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,479,067.04	84,325.35	84,325.35	2,394,741.69	3.40
STATE	STATE GRANTS	793,451.00	0.00	0.00	793,451.00	0.00
LICPER	LICENSES AND PERMITS	102,158.00	1,550.00	1,550.00	100,608.00	1.52
CHARGES	CHARGES FOR SERVICES	332,483.00	3,723.52	3,723.52	328,759.48	1.12
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	19,850.00	480.00	480.00	19,370.00	2.42
INT	INTEREST AND RENTS	20,000.00	0.00	0.00	20,000.00	0.00
TRANSIN	TRANSFERS IN	297,768.00	0.00	0.00	297,768.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	13,111.00	3,870.50	3,870.50	9,240.50	29.52
FINES	FINES AND FORFEITURES	3,180.00	(50.00)	(50.00)	3,230.00	(1.57)
UNCLASSIFIED	Unclassified	11,000.00	0.00	0.00	11,000.00	0.00
TOTAL REVENUES		4,072,068.04	93,899.37	93,899.37	3,978,168.67	2.31
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	21,518.50	64.89	64.89	21,453.61	0.30
172	MANAGER	274,174.66	9,207.38	9,207.38	264,967.28	3.36
191	ELECTIONS	28,768.00	0.00	0.00	28,768.00	0.00
209	ASSESSOR	65,634.00	3,598.09	3,598.09	62,035.91	5.48
210	ATTORNEY	75,000.00	0.00	0.00	75,000.00	0.00
215	CLERK	180,586.72	8,562.61	8,562.61	172,024.11	4.74
253	TREASURER	290,081.70	9,508.85	9,508.85	280,572.85	3.28
265	CITY HALL	224,878.97	7,690.76	7,690.76	217,188.21	3.42
276	CEMETERY	132,405.05	11,696.60	11,696.60	120,708.45	8.83
294	UNALLOCATED MISCELLANEOUS	8,785.28	184,188.00	184,188.00	(175,402.72)	2,096.55
301	POLICE DEPARTMENT	998,909.61	53,846.59	53,846.59	945,063.02	5.39
305	CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00
336	FIRE	181,417.21	90,770.47	90,770.47	90,646.74	50.03
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	104,582.00	1,852.41	1,852.41	102,729.59	1.77
426	EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00
441	DEPARTMENT OF PUBLIC WORKS	316,591.00	12,473.28	12,473.28	304,117.72	3.94
442	SIDEWALK	8,745.29	20.48	20.48	8,724.81	0.23
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
523	TRASH	0.00	0.00	0.00	0.00	0.00
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00
672	SENIOR CITIZEN CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
728	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
747	CHAMBER/RIVERWALK	8,000.00	298.83	298.83	7,701.17	3.74
751	PARKS	212,247.44	8,568.08	8,568.08	203,679.36	4.04
757	SHOWBOAT	8,100.00	0.00	0.00	8,100.00	0.00
758	DOG PARK	1,750.00	0.00	0.00	1,750.00	0.00
774	RECREATION CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
790	LIBRARY	94,345.08	5,416.34	5,416.34	88,928.74	5.74
803	HISTORICAL DISTRICT COMMISSION	0.00	0.00	0.00	0.00	0.00
804	MUSEUM	44,509.48	2,493.00	2,493.00	42,016.48	5.60
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	722,768.00	0.00	0.00	722,768.00	0.00
TOTAL EXPENDITURES		4,008,797.99	410,256.66	410,256.66	3,598,541.33	10.23
TOTAL REVENUES		4,072,068.04	93,899.37	93,899.37	3,978,168.67	2.31
TOTAL EXPENDITURES		4,008,797.99	410,256.66	410,256.66	3,598,541.33	10.23

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 101 - GENERAL FUND						
NET OF REVENUES & EXPENDITURES		63,270.05	(316,357.29)	(316,357.29)	379,627.34	500.01

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

OBJ: Lowell

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	410,265.00	0.00	0.00	410,265.00	0.00
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		410,265.00	0.00	0.00	410,265.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	22,500.00	0.00	0.00	22,500.00	0.00
463	MAINTENANCE	43,484.45	3,632.30	3,632.30	39,852.15	8.35
474	TRAFFIC	11,580.21	339.30	339.30	11,240.91	2.93
478	WINTER MAINTENANCE	78,416.53	200.16	200.16	78,216.37	0.26
483	ADMINISTRATION	17,200.00	0.00	0.00	17,200.00	0.00
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	252,132.00	0.00	0.00	252,132.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		425,313.19	4,171.76	4,171.76	421,141.43	0.98
TOTAL REVENUES		410,265.00	0.00	0.00	410,265.00	0.00
TOTAL EXPENDITURES		425,313.19	4,171.76	4,171.76	421,141.43	0.98
NET OF REVENUES & EXPENDITURES		(15,048.19)	(4,171.76)	(4,171.76)	(10,876.43)	27.72

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DB: Lowell

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

Page: 4/22

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	55,000.00	0.00	0.00	55,000.00	0.00
OTHER	OTHER REVENUE	157,925.00	0.00	0.00	157,925.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	652,132.00	0.00	0.00	652,132.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		865,057.00	0.00	0.00	865,057.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	681,883.44	0.00	0.00	681,883.44	0.00
463	MAINTENANCE	88,773.17	5,567.04	5,567.04	83,206.13	6.27
474	TRAFFIC	14,093.21	318.78	318.78	13,774.43	2.26
478	WINTER MAINTENANCE	93,300.77	245.91	245.91	93,054.86	0.26
483	ADMINISTRATION	20,162.00	0.00	0.00	20,162.00	0.00
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		898,212.59	6,131.73	6,131.73	892,080.86	0.68
TOTAL REVENUES		865,057.00	0.00	0.00	865,057.00	0.00
TOTAL EXPENDITURES		898,212.59	6,131.73	6,131.73	892,080.86	0.68
NET OF REVENUES & EXPENDITURES		(33,155.59)	(6,131.73)	(6,131.73)	(27,023.86)	18.49

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

BB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
OTHER	OTHER REVENUE	25,000.00	0.00	0.00	25,000.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		25,000.00	0.00	0.00	25,000.00	0.00
Expenditures						
000		25,000.00	0.00	0.00	25,000.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL REVENUES		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

DB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	950,000.00	27,500.00	27,500.00	922,500.00	2.89
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	5,000.00	0.00	0.00	5,000.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		955,000.00	27,500.00	27,500.00	927,500.00	2.88
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	661,880.99	9,450.00	9,450.00	652,430.99	1.43
463	MAINTENANCE	128,189.27	7,748.88	7,748.88	120,440.39	6.04
483	ADMINISTRATION	78,227.79	5,064.04	5,064.04	73,163.75	6.47
740	COMMUNITY PROMOTIONS	75,000.00	0.00	0.00	75,000.00	0.00
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	297,768.00	0.00	0.00	297,768.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,241,066.05	22,262.92	22,262.92	1,218,803.13	1.79
TOTAL REVENUES		955,000.00	27,500.00	27,500.00	927,500.00	2.88
TOTAL EXPENDITURES		1,241,066.05	22,262.92	22,262.92	1,218,803.13	1.79
NET OF REVENUES & EXPENDITURES		(286,066.05)	5,237.08	5,237.08	(291,303.13)	1.83

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

DB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	297,768.00	0.00	0.00	297,768.00	0.00
TOTAL REVENUES		297,768.00	0.00	0.00	297,768.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
906	DEBT SERVICE	298,368.00	0.00	0.00	298,368.00	0.00
TOTAL EXPENDITURES		298,368.00	0.00	0.00	298,368.00	0.00
TOTAL REVENUES		297,768.00	0.00	0.00	297,768.00	0.00
TOTAL EXPENDITURES		298,368.00	0.00	0.00	298,368.00	0.00
NET OF REVENUES & EXPENDITURES		(600.00)	0.00	0.00	(600.00)	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

OB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	25,300.00	4,078.60	4,078.60	21,221.40	16.12
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	52,000.00	2,765.00	2,765.00	49,235.00	5.32
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		77,300.00	6,843.60	6,843.60	70,456.40	8.85
Expenditures						
000		98,000.00	5,289.84	5,289.84	92,710.16	5.40
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		98,000.00	5,289.84	5,289.84	92,710.16	5.40
TOTAL REVENUES		77,300.00	6,843.60	6,843.60	70,456.40	8.85
TOTAL EXPENDITURES		98,000.00	5,289.84	5,289.84	92,710.16	5.40
NET OF REVENUES & EXPENDITURES		(20,700.00)	1,553.76	1,553.76	(22,253.76)	7.51

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

Page: 11/22

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,307,486.90	110,311.28	110,311.28	1,197,175.62	8.44
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	500.00	170.93	170.93	329.07	34.19
INT	INTEREST AND RENTS	1,400.00	0.00	0.00	1,400.00	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		1,309,386.90	110,482.21	110,482.21	1,198,904.69	8.44
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	662,110.00	2,100.00	2,100.00	660,010.00	0.32
551	COLLECTION	273,329.41	6,402.65	6,402.65	266,926.76	2.34
552	CUSTOMER ACCOUNTS	79,158.37	2,416.70	2,416.70	76,741.67	3.05
553	ADMINISTRATION	293,808.50	0.00	0.00	293,808.50	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,308,406.28	10,919.35	10,919.35	1,297,486.93	0.83
TOTAL REVENUES		1,309,386.90	110,482.21	110,482.21	1,198,904.69	8.44
TOTAL EXPENDITURES		1,308,406.28	10,919.35	10,919.35	1,297,486.93	0.83
NET OF REVENUES & EXPENDITURES		980.62	99,562.86	99,562.86	(98,582.24)	10,153.0

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

PR: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,330,103.01	171,083.16	171,083.16	1,159,019.85	12.86
OTHER	OTHER REVENUE	5,000.00	220.93	220.93	4,779.07	4.42
INT	INTEREST AND RENTS	5,000.00	0.00	0.00	5,000.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,340,103.01	171,304.09	171,304.09	1,168,798.92	12.78
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	570,582.57	26,242.66	26,242.66	544,339.91	4.60
571	DISTRIBUTION	450,445.24	17,315.52	17,315.52	433,129.72	3.84
572	CUSTOMER ACCOUNTS	79,979.88	2,288.06	2,288.06	77,691.82	2.86
573	ADMINISTRATION	234,590.70	0.00	0.00	234,590.70	0.00
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,335,598.39	45,846.24	45,846.24	1,289,752.15	3.43
TOTAL REVENUES		1,340,103.01	171,304.09	171,304.09	1,168,798.92	12.78
TOTAL EXPENDITURES		1,335,598.39	45,846.24	45,846.24	1,289,752.15	3.43
NET OF REVENUES & EXPENDITURES		4,504.62	125,457.85	125,457.85	(120,953.23)	2,785.09

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

FB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 598 - CABLE TV FUND						
Revenues						
OTHER	OTHER REVENUE	105,000.00	0.00	0.00	105,000.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		105,000.00	0.00	0.00	105,000.00	0.00
Expenditures						
000		101,000.00	0.00	0.00	101,000.00	0.00
906	DEBT SERVICE	4,000.00	0.00	0.00	4,000.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		105,000.00	0.00	0.00	105,000.00	0.00
TOTAL REVENUES		105,000.00	0.00	0.00	105,000.00	0.00
TOTAL EXPENDITURES		105,000.00	0.00	0.00	105,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

OB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
OTHER	OTHER REVENUE	2,000.00	0.00	0.00	2,000.00	0.00
INT	INTEREST AND RENTS	120,406.00	0.00	0.00	120,406.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		122,406.00	0.00	0.00	122,406.00	0.00
Expenditures						
000		110,130.00	3,027.65	3,027.65	107,102.35	2.75
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		110,130.00	3,027.65	3,027.65	107,102.35	2.75
TOTAL REVENUES		122,406.00	0.00	0.00	122,406.00	0.00
TOTAL EXPENDITURES		110,130.00	3,027.65	3,027.65	107,102.35	2.75
NET OF REVENUES & EXPENDITURES		12,276.00	(3,027.65)	(3,027.65)	15,303.65	24.66

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

DB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	237,400.00	17,291.50	17,291.50	220,108.50	7.28
OTHER	OTHER REVENUE	100.00	152.25	152.25	(52.25)	152.25
INT	INTEREST AND RENTS	1,000.00	0.00	0.00	1,000.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		238,500.00	17,443.75	17,443.75	221,056.25	7.31
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	331,022.79	2,283.71	2,283.71	328,739.08	0.69
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		331,022.79	2,283.71	2,283.71	328,739.08	0.69
TOTAL REVENUES		238,500.00	17,443.75	17,443.75	221,056.25	7.31
TOTAL EXPENDITURES		331,022.79	2,283.71	2,283.71	328,739.08	0.69
NET OF REVENUES & EXPENDITURES		(92,522.79)	15,160.04	15,160.04	(107,682.83)	16.39

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

BB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	8,000.00	1,750.00	1,750.00	6,250.00	21.88
INT	INTEREST AND RENTS	1,000.00	0.00	0.00	1,000.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		9,000.00	1,750.00	1,750.00	7,250.00	19.44
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		9,000.00	1,750.00	1,750.00	7,250.00	19.44
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		9,000.00	1,750.00	1,750.00	7,250.00	19.44

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

DB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 716 - CARR FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.00
Expenditures						
000		100.00	0.00	0.00	100.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.00
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

OB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 717 - PENSION TRUST FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

DB: Lowell

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	USED
Fund 718 - CARR FUND II						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.00
Expenditures						
000		100.00	0.00	0.00	100.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.00
TOTAL EXPENDITURES		100.00	0.00	0.00	100.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2023

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH	BALANCE	USED
GL NUMBER	DESCRIPTION			07/31/2023		
Fund 737 - OTHER POST EMPLOYEE BENEFITS						
Revenues						
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
UNCLASSIFIED	Unclassified	44,000.00	0.00	0.00	44,000.00	0.00
TOTAL REVENUES		44,100.00	0.00	0.00	44,100.00	0.00
Expenditures						
483	ADMINISTRATION	43,013.25	3,413.75	3,413.75	39,599.50	7.94
TOTAL EXPENDITURES		43,013.25	3,413.75	3,413.75	39,599.50	7.94
TOTAL REVENUES		44,100.00	0.00	0.00	44,100.00	0.00
TOTAL EXPENDITURES		43,013.25	3,413.75	3,413.75	39,599.50	7.94
NET OF REVENUES & EXPENDITURES		1,086.75	(3,413.75)	(3,413.75)	4,500.50	314.12
TOTAL REVENUES - ALL FUNDS		9,995,053.95	429,223.02	429,223.02	9,565,830.93	4.29
TOTAL EXPENDITURES - ALL FUNDS		10,383,278.53	512,258.11	512,258.11	9,871,020.42	4.93
NET OF REVENUES & EXPENDITURES		(388,224.58)	(83,035.09)	(83,035.09)	(305,189.49)	21.39

Dept. of Public Works, City of Lowell

217 S. Hudson

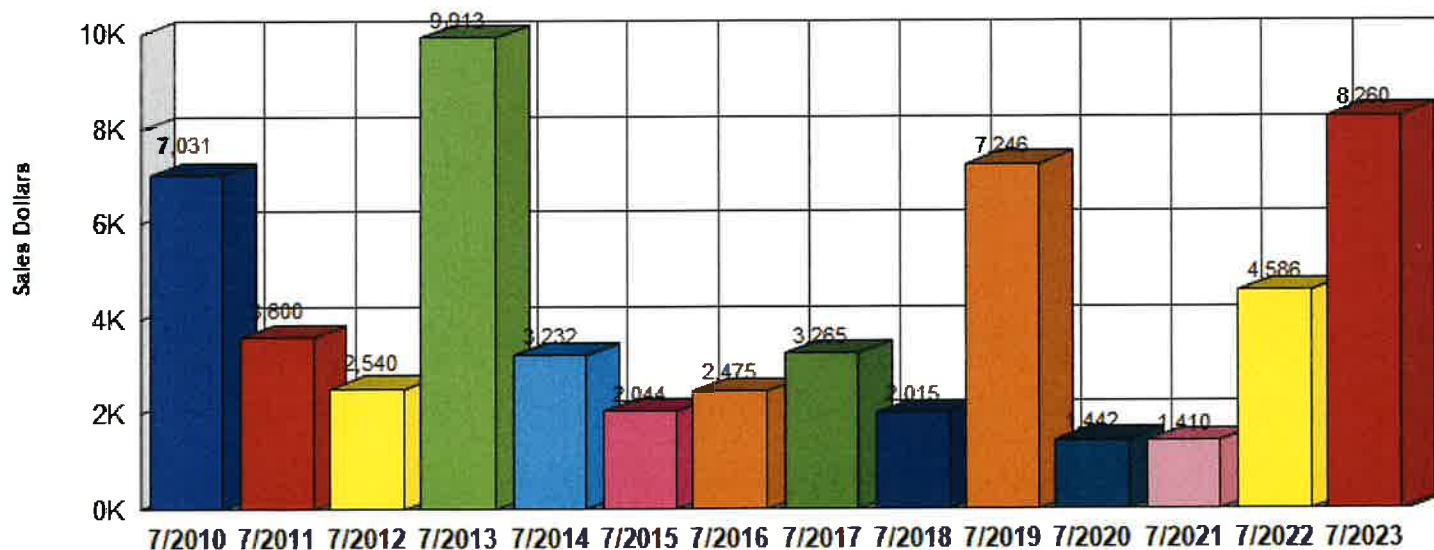
Lowell, MI. 49331

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

Sales By Selected Month For The Month Of July

Report Date: 08/14/2023

<u>Month & Year</u>	<u>Avg. RO</u>	<u>Car Count</u>	<u>Sales Amount</u>	<u>Avg. Labor</u>	<u>Total Labor</u>	<u>Avg. Parts</u>	<u>Total Parts</u>
7/2010	439.45	16	7,031.16	271.06	4,337.00	162.39	2,598.31
7/2011	211.75	17	3,599.78	124.42	2,115.16	81.51	1,385.61
7/2012	362.80	7	2,539.58	135.00	945.00	221.09	1,547.63
7/2013	660.85	15	9,912.81	280.74	4,211.15	372.25	5,583.76
7/2014	404.01	8	3,232.08	245.63	1,965.00	149.37	1,194.93
7/2015	227.12	9	2,044.11	164.67	1,482.00	57.04	513.36
7/2016	190.41	13	2,475.36	154.01	2,002.08	32.94	428.28
7/2017	544.13	6	3,264.79	363.79	2,182.76	172.31	1,033.83
7/2018	154.99	13	2,014.85	93.88	1,220.40	58.01	754.10
7/2019	658.75	11	7,246.27	639.01	7,029.11	10.81	118.88
7/2020	240.26	6	1,441.54	223.73	1,342.38	6.43	38.57
7/2021	201.40	7	1,409.77	191.26	1,338.82	2.09	14.61
7/2022	917.28	5	4,586.41	543.60	2,718.01	362.73	1,813.65
7/2023	2,064.98	4	8,259.93	1,682.53	6,730.10	369.95	1,479.78
Totals:		137	59,058.44		\$39,618.97		\$18,505.30



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

CITY OF LOWELL
REPORT FOR : JULY
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 26.177339 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: JULY TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 406.4 HOURS, WHICH RESULTED IN
576.2 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 138.03

ELECTRICAL COST PER MILLION GALLONS: \$ 202.43

TOTAL COST PER MILLION GALLONS: \$ 340.46

WATER PRODUCTION

DAILY AVERAGE: 0.844 MILLION GALLONS

DAILY MAXIMUM: 1.095 MILLION GALLONS

DAILY MINIMUM: 0.586 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 13.11 HOURS PER DAY.



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

Tuesday, August 08, 2023

Fire Authority Board:

We responded to 84 total incidents for the month of July. We are at 642 call for service year to date, placing us 43 calls over the same time in 2022. July 2023 included a garage fire in the City of Lowell.

We once again partnered with Ball's Ice Cream and Riding for Ryan and had a free bike flag give away event where we handed out over 50 free bike flags.

We had took part in the annual Riverwalk festival. We had an informational tent, provided EMS for the concerts, and provided coverage for the kayak race with our boat. We also had a team standing by for the fireworks.

We had took part in the annual Fallasburg village celebration. We had an informational tent an EMS unit on standby.

We have our open try outs this Friday and interviews on August 15th.

BC Donahue, Firefighter Herron, and Firefighter Hoppenrath completed and Agg rescue, High Spaces and Confined Space rescue class. This class was 40 hours and was hosted in Berry County. This course was funded through a grant.

Lt. Weiler, Firefighter Rybiski, and Firefighter Hill completed their Fire Officer I class that was hosted by us. We will be hosting the Fire Officer II course this month. These classes have been funded by state fireworks funds and are no cost to us.

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 Department

315 S. Hudson, Lowell, MI 49331

Phone: 616-897-7354

Breakdown by Incident Type

Report Period: 07/01/23 - 07/31/23 23:59:59

Incident Type	Incidents	Exposures
321 EMS call, excluding vehicle accident with injury	48	0
444 Power line down	7	0
611 Dispatched & canceled en route	6	0
511 Lock-out	4	0
324 Motor vehicle accident with no injuries.	4	0
311 Medical assist, assist EMS crew	2	0
322 Motor vehicle accident with injuries	1	0
111 Building fire	1	0
131 Passenger vehicle fire	1	0
138 Off-road vehicle or heavy equipment fire	1	0
162 Outside equipment fire	1	0
553 Public service	1	0
561 Unauthorized burning	1	0
480 Attempted burning, illegal action, other	1	0
500 Service Call, other	1	0
651 Smoke scare, odor of smoke	1	0
700 False alarm or false call, other	1	0
730 System malfunction, other	1	0
746 Carbon monoxide detector activation, no CO	1	0

	Incidents	Exposures
Total	84	0



Lowell Area Fire Department

315 S. Hudson, Lowell, MI 49331

Phone: 616-897-7354

Incidents by Zone

Filter: Incident.Date Filters Year is equal to 2023

AND Incident.Date Filters Month is in list May

AND Incident.Address/Property Fields Zone is in list Ada Township,Bowne Township,Cannon Township,Cascade Township,City of Lowell,Grattan Township,Lowell Township,Saranac,Vergennes Township

Zone	Main Incident Type Code	Main Incident Type	Incident Number Count
Ada Township	6	Good Intent Call	1
City of Lowell	1	Fire	1
City of Lowell	3	Rescue & Emergency Medical Service Incident	30
City of Lowell	4	Hazardous Condition (No Fire)	2
City of Lowell	5	Service Call	4
City of Lowell	6	Good Intent Call	3
City of Lowell	7	False Alarm & False Call	1
Lowell Township	3	Rescue & Emergency Medical Service Incident	30
Lowell Township	4	Hazardous Condition (No Fire)	1
Lowell Township	6	Good Intent Call	2
Lowell Township	7	False Alarm & False Call	2
Vergennes Township	1	Fire	3
Vergennes Township	3	Rescue & Emergency Medical Service Incident	12

Zone	IncidentCount	ManHours
City of Lowell	34	100:26:59
Lowell Township	33	60:01:07
Vergennes Township	17	52:59:30
	84	

LOWELL POLICE DEPARTMENT - MONTHLY REPORT SUMMARY - CALENDAR YEAR 2023

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
CSC (All)	1	2	1	2	0	0	0						6
Non-Agg. Assault	4	0	3	1	1	1	5						15
Aggravated/Fel. Assault	0	0	0	3	0	1	1						5
Stalking/Harrassment	3	0	5	2	1	0	1						12
B&E	2	2	1	1	0	0	3						9
Larceny	3	2	0	2	2	3	0						12
Motor Vehicle Theft	0	0	0	0	0	1	0						1
Motor Vehicle Fraud	0	0	1	0	0	0	0						1
Fraud	1	0	0	2	3	0	1						7
MDOP	1	1	1	1	3	3	0						10
Retail Fraud	1	0	0	1	2	2	0						6
VCSA/Narcotic Equip. Viol.	1	0	2	0	0	0	0						3
Sex Offense - Other	3	2	0	0	1	0	0						6
Family Issues	9	4	2	3	4	4	0						26
Liquor Violations	0	0	0	0	1	0	0						1
Obstructing Police	2	0	0	0	0	2	0						4
Escape/Flight	1	0	0	0	1	0	0						2
Obstructing Justice	6	4	2	3	4	3	3						25
Weapons Offense	0	0	0	1	0	0	0						1
Disorderly Conduct	3	2	5	2	2	3	2						19
Public Peace	0	1	2	5	3	3	0						14
Hit and Run MVA	1	1	1	1	1	1	1						7
OWI	0	0	0	1	0	1	0						2
Driving Law Violations	3	1	1	6	4	6	8						29
Health and Safety	0	0	0	3	0	2	0						5
Trespassing	2	3	1	0	2	4	2						14
Curfew - Minor	0	0	0	0	0	1	0						1
Runaway	2	1	1	1	2	0	1						8
Violation of Ct. Injunction	2	1	3	2	0	0	0						8
Mental Pick-up	0	0	0	2	0	0	0						2
PDA/PI Accidents	8	7	16	8	11	8	7						65
Non-Traffic Accidents	3	2	1	0	1	0	4						11
Parking Viol./Impounds	0	3	1	2	1	0	3						10
Traffic Policing	0	1	1	0	0	1	3						6

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Open Doors/Windows	0	2	5	0	0	1	1						9
Alarms	7	6	3	11	5	7	8						47
Vehicle Insp/Abandoned Veh.	2	2	7	0	2	2	0						15
Zoning Violations	0	0	0	1	0	0	0						1
Ordinance Violations	6	13	11	14	12	16	11						83
Civil Matters	7	5	6	9	3	6	5						41
Suspicious Situations	11	8	15	20	16	24	25						119
Lost/Found Property	0	5	2	2	2	2	5						18
Drug Overdose	0	0	0	0	2	0	0						2
CCH/Local Records Checks	1	0	0	3	0	0	1						5
Suicidal Subjects	2	4	4	1	2	3	3						19
DOA - Natural	2	0	0	0	1	1	0						4
Missing Persons	0	1	1	0	2	0	1						5
911 Hangups	0	1	1	0	0	1	0						3
Community Involvement	0	0	0	0	1	1	1						3
General Assists	8	11	18	21	14	19	22						113
Motorist Assists/Lockouts	4	4	6	7	0	3	3						27
Fingerprints	13	11	6	8	16	4	12						70
Pistol Permits and Sales	26	29	31	24	39	26	18						193
Assist to Other Depts.	58	38	37	43	37	48	42						303
Standby PO	6	11	11	7	4	5	5						49
Directed Patrol	0	0	0	0	3	0	0						3
Property/Building Checks	3	0	0	0	0	0	1						4
Road Kill Permits	0	1	1	0	1	0	0						3
Peddler's Licenses	0	0	0	0	0	0	1						1
Broadcasts	4	0	1	3	3	4	6						21
Paper Service	0	0	0	0	1	0	0						1
TOTALS	222	192	217	229	216	223	216						1515
Traffic Stops	34	34	64	62	93	106	119						512
Citations Issued	4	6	6	4	20	31	34						105
Warnings	32	26	59	60	97	95	121						490

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

July 2023





August 17, 2023

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

Dear Mr. Burns:

On behalf of Veolia I am pleased to submit the July Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 30.45 million gallons of wastewater were treated, up from 28.00 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 July surcharges were \$228.50. Included in that was one fine for a phosphorus exceedance. No operational problems were experienced at the plant from this discharge.

The Litehouse July surcharges were \$1,934.27. No operational problems were experienced at the plant from this discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
7/6	Accurate Safety (1)	\$80.23
7/12	Mettler Toledo(2)	\$524.60
Beginning Balance of the Annual Maintenance Allowance (Including carover \$\$ from FY 22-23)*		\$12,002.25
Maintenance Allowance spent YTD		\$604.83
Balance of Maintenance Allowance		\$11,397.42

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

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

- Conducted semi-annual electrical glove testing (1)
- Conducted annual laboratory balance calibrations (2)

PROJECTS FOR THE FUTURE

- Reinstall west screw pump gear box
- Replace sanitary pump belts

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

Respectfully submitted,

VEOLIA

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

Brian Vander Meulen
Project Manager

JULY EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 2 mg/l, 92% under the NPDES limit of 25 mg/l. The worst 7-day average was 3 mg/l, 93% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 2.7 mg/l, 91% under the NPDES limit of 30 mg/l. The worst 7-day average was 3.7 mg/l, 92% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.70 mg/l, the limit is 1.0 mg/l.

The average removal rate for CBOD was 99%; a minimum of 85% is required. The average removal rate for Suspended Solids was 98%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 35 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 65 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 36 ug/l; the limit is 38 ug/l. The monthly average was 28 ug/l.

Appendix A

=====

State of Michigan
Department of Environmental Quality

Plant Influent Sheet

Lowell, Michigan

R4607 4/74
4833-6040

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

Plant No. 410049
Month July
Year 2023

Superintendent's Signature
Brian Vander Meulen, Supt.

WEATHER			FLOW		RAW SEWAGE QUALITY												
D A Y P N S F	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	CBOD		SS		Total-P		VSS	NH3-N		Mercury	D A Y P N S F
	0033	0045	50050	50051	00011	00400	mg/l	LBS	mg/l	LBS	mg/l	LBS	mg/l	mg/l	LBS	ng/l	
1	24	0.12	0.85	1.20													1
2	346	0.08	0.86	1.10													2
3	36	0.00	0.87	1.20	61	7.2	97	704	118	856			110				3
4	16	0.00	0.80	1.10													4
5	246	1.10	0.98	1.80	61	7.2	193	1577	130	1063	2.8	22.9	126	12.1	98.9	1.01	5
6	16	0.00	0.97	1.50													6
7	26	0.01	0.89	1.40	62	7.1	198	1470	122	906			120				7
8	246	0.03	0.91	1.10													8
9	26	0.00	0.95	1.10													9
10	26	0.00	0.94	1.50	62	7.1	293	2297	174	1364			156				10
11	26	0.00	0.91	1.50	62	7.3	60	455	106	804	2.4	18.2	102	10.9	82.7		11
12	246	1.92	1.06	2.50													12
13	26	0.00	1.06	1.50													13
14	346	0.73	1.09	1.60	62	7.2	231	2100	94	855			90				14
15	26	0.00	1.05	1.50													15
16	246	0.06	1.07	1.30													16
17	26	0.00	1.10	1.60	65	7.3	84	771	80	734			78				17
18	26	0.00	1.07	1.60													18
19	26	0.00	1.05	1.60	63	7.3	115	1007	50	438	2.0	17.5	48	9.4	82.3		19
20	26	0.53	1.12	1.60													20
21	26	0.00	1.04	1.60	63	7.1	164	1422	148	1284			100				21
22	246	0.03	1.06	1.40													22
23	246	0.05	0.90	1.20													23
24	26	0.00	1.02	1.40	63	7.3	89	757	112	953			110				24
25	26	0.00	0.99	1.50													25
26	346	0.35	0.99	1.60	63	7.1	190	1569	110	908	2.3	19.0	98	13.0	107.3		26
27	26	0.00	0.99	1.40													27
28	346	0.56	0.95	1.60	64	7.2	194	1537	92	729			90				28
29	16	0.00	0.95	1.20													29
30	16	0.00	0.96	1.20													30
31	16	0.00	1.00	1.50	64	7.1	214	1785	126	1051			122				31
TL	XXXX	5.57	30.45	XXXX	XXXX	XXXX	XXXX	41614	XXXX	28481	XXXX	601	XXXX	XXXX	2877	XXXX	TL
ME	XXXX	XXXX	0.98	XXXX	63	7.2	163	1342	112	919	2.4	19.4	104	11.4	93	XXXX	ME
MAX	XXXX	1.92	1.12	2.50	65	7.3	293	2297	174	1364	2.8	22.9	156	13.0	107	XXXX	MAX
MIN	XXXX	XXXX	0.80	1.10	61	7.1	60	455	50	438	2.0	17.5	48	9.4	82	XXXX	MIN

8/8/2023

State of Michigan
Department of Environmental Quality

Activated Sludge Sheet

Lowell, Michigan

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

Plant No. 410049
Month July
Year 2023

Superintendent's Signature
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code 80889	D A Y P N S F	REMARKS
D A Y P N S F	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991			
1	192	40.5											0.0	4	1	
2		40.1											0.0		2	
3		39.6	33.0	0.03	2358	1895	20	1.18	2.0	85	0.41	0.33	0.0		3	
4		43.1											0.0		4	
5		35.2	28.1	0.07	2496	1984	21	1.19	4.0	84	0.49	0.39	28.8		5	
6		35.5											0.0		6	
7		38.7	32.6	0.06	2462	1962	18	1.37	2.6	73	0.56	0.44	30.5		7	
8		37.9											0.0		8	
9		36.3											0.0		9	
10		36.7	20.5	0.10	2335	1843	18	1.30	4.3	77	0.49	0.38	0.0		10	
11		37.9	35.3	0.02	2370	1861	15	1.58	3.4	63	0.55	0.43	35.5		11	
12		32.5											0.0		12	
13		32.5											8.4		13	
14		31.6	36.0	0.09	2569	2020	19	1.35	4.2	74	0.55	0.43	21.3		14	
15		32.8											0.0		15	
16		32.2											0.0		16	
17		31.3	41.7	0.03	2558	1993	18	1.42	2.9	70	0.53	0.41	25.9		17	
18		32.2											24.9		18	
19		32.8	54.4	0.05	1990	1548	16	1.24	4.0	80	0.42	0.33	0.0		19	
20		30.8											0.0		20	
21		33.1	24.6	0.06	2634	2031	16	1.65	3.7	61	0.59	0.45	0.0		21	
22		32.5											0.0		22	
23		38.3											0.0		23	
24		33.8	32.0	0.03	2545	1962	15	1.70	5.0	59	0.56	0.42	28.1		24	
25		34.8											25.0		25	
26		34.8	24.1	0.09	1825	1402	12	1.52	4.2	66	0.37	0.28	0.0		26	
27		34.8											0.0		27	
28		36.3	32.4	0.08	1972	1531	12	1.64	3.7	61	0.42	0.31	0.0		28	
29		36.3											0.0		29	
30		35.9											0.0		30	
31		34.5	26.5	0.08	2327	1834	13	1.79	4.6	56	0.52	0.39	0.0		31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	228.4	XXXX	TL	
ME	192	35.3	32.4	0.06	2342	1836	16	1.46	3.7	70	0.50	0.38	7.4	XXXX	ME	
MAX	XXXX	43.1	54.4	0.10	2634	2031	21	1.79	5.0	85	0.59	0.45	35.5	XXXX	MAX	
MIN	XXXX	30.8	20.5	0.02	1825	1402	12	1.18	2.0	56	0.37	0.28	XXXX	XXXX	MIN	

Remarks:

4833-5034
R4609 4/74

8/8/2023

State of Michigan
Department of Environmental Quality

Final Effluent Sheet

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Plant No. 410049
Month July
Year 2023
Sampling Point Code 001

Superintendent's Signature
Brian Vander Meulen, Supt.

R 4610 4/74
4833-5468

D A Y P N S F	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3		Cl2	Mercury	D A Y P N S F
	mg/l	LBS	% Rem	mg/l	LBS	% Rem	mg/l	LBS	% Rem	mg/l	SU	mg/l	#/100ml	mg/l	LBS	ug/l	ng/l	
80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	00610	50060	71900		
1																		1
2																		2
3	4	29	96	4.4	32	96				4.0	7.3	8.5	7			34		3
4																		4
5	3	25	98	3.6	29	97	1.30	10.63	54	3.2	7.3	8.4	69	0.15	1.23	32	0.31	5
6																		6
7	3	22	98	3.2	24	97				3.0	7.2	8.5	38			10		7
8																		8
9																		9
10	2	16	99	4.2	33	98				4.0	7.3	8.6	48			29		10
11	1	8	98	3.4	26	97	0.73	5.54	70	3.2	7.4	8.4	22	0.13	0.99	35		11
12																		12
13																		13
14	3	27	99	2.4	22	97				2.2	7.5	8.7	36			20		14
15																		15
16																		16
17	2	18	98	2.6	24	97				2.2	7.4	8.7	21			36		17
18																		18
19	2	18	98	1.6	14	97	0.46	4.03	77	1.4	7.3	8.8	21	0.12	1.05	35		19
20																		20
21	2	17	99	2.2	19	99				2.0	7.3	8.7	130			6		21
22																		22
23																		23
24	1	9	99	2.8	24	98				2.6	7.3	8.7	17			33		24
25																		25
26	2	17	99	1.2	10	99	0.30	2.48	87	0.8	7.3	8.6	124	0.11	0.91	26		26
27																		27
28	2	16	99	1.0	8	99				0.8	7.3	8.6	80			30		28
29																		29
30																		30
31	2	17	99	2.8	23	98				2.6	7.3	8.8	20			36		31
TL	XXXX	565	XXXX	XXXX	686	XXXX	XXXX	175.7	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	32.33	XXXX	XXXX	TL
ME	2	18	99	2.7	22	98	0.70	5.67	72	2.5	7.3	8.6	35	0.13	1.04	28	XXXX	ME
WA	3	25	98	3.7	29	97	XXXX	XXXX	XXXX	3.4	7.5	8.5	65	0.15	1.23	31	XXXX	WA
MAX	4	29	99	4.4	33	99	1.30	10.63	87	4.0	7.5	8.8	130	0.15	1.23	36	XXXX	MAX
MIN	1	8	96	1.0	8	96	0.30	2.48	54	0.8	7.2	8.4	7	0.11	0.91	6	XXXX	MIN

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

State of Michigan
Department of Environmental Quality

Miscellaneous Sheet

Lowell, Michigan

R 4607 4/74
4833-6040

Plant No. 410049 Month July Year 2023

Superintendent's Signature
Brian Vander Meulen, Supt.

Grit		Aux Fuel	Power Consumption	Chemicals Applied		
D		Nat. Gas		CL2	FeCL2	
A	CF	CF	KWH	LBS	GAL	
Y						
PN		2	3			
SF						
1	1	0	1.4	12	25	
2	1	0	1.6	10	25	
3	1	0	1.4	12	30	
4	1	0	1.4	4	25	
5	1	0	1.6	8	30	
6	1	0	1.6	10	35	
7	1	0	1.4	6	40	
8	1	0	1.4	4	35	
9	1	0	1.6	8	35	
10	1	0	1.8	7	35	
11	1	0	1.6	6	40	
12	1	0	1.4	9	35	
13	1	0	1.6	9	35	
14	1	0	1.4	9	25	
15	1	0	1.4	8	20	
16	1	0	1.6	6	25	
17	1	0	1.6	8	25	
18	1	0	1.6	8	25	
19	1	0	1.6	7	25	
20	1	0	1.6	7	25	
21	1	0	1.4	8	20	
22	1	0	1.6	8	30	
23	1	0	1.6	7	20	
24	1	0	1.6	5	30	
25	1	0	1.6	10	25	
26	1	0	1.4	9	35	
27	1	0	1.4	5	30	
28	1	0	1.4	5	25	
29	1	0	1.4	10	25	
30	1	0	1.4	5	25	
31	1	0	1.6	10	25	
TL	31	0	47.0	240	885	0
ME	1	0	1.5	8	29	0
MAX	1	0	1.8	12	40	0
MIN	1	0	1.4	4	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					

8/8/2023

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
2023	7	1	FROM	2023	7	31
			TO			

*** NO DISCHARGE ☐ ***

NOTE: Read Instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT 50050 1 0 0 EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	0.98	1.12	(03)	*****	*****	*****		-	7/7	RECORD FLOW
	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
SOLIDS, TOTAL SUSPENDED 00530 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	22	29	(26)	*****	2.7	3.7	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	360 MONTHLY AVG	530 7 DAY AVG	lbs/day	*****	30 MONTHLY AVG	45 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
BOD, CARBONACEOUS 05 DAY, 20C 80082 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	18	25	(26)	*****	2	3	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	300 MONTHLY AVG	470 7 DAY AVG	lbs/day	*****	25 MONTHLY AVG	40 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N) 00610 B 1 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	1.23	(26)	*****	*****	0.15	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	*****	REPORT DAILY MAX	lbs/day	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
PHOSPHORUS, TOTAL (AS P) 00665 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	5.7	10.6	(26)	*****	0.70	1.30	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	12 MONTHLY AVG	REPORT DAILY MAX	lbs/day	*****	1.0 MONTHLY AVG	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
CHLORINE, TOTAL RESIDUAL 50060 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****		*****	*****	36	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	****	*****	*****	38 DAILY MAX	ug/l		WEEKDAYS	GRAB
MERCURY, TOTAL 71900 B 0 0 POST DISINFECT	SAMPLE MEASUREMENT	*****	0.000003		*****	*****	0.31		0	1/90	GRAB
	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	PHONE NUMBER		DATE		
		(616)	897-8135	2023	8	10
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR MO DAY

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

P=AFTER DISINFECTION

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

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

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

MI0020311 001 A
 PERMIT NUMBER DISCHARGE NUMBER

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

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

MONITORING PERIOD						
YEAR	MO	DAY		YEAR	MO	DAY
2023	7	1	FROM	2023	7	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	*****	0.000005		*****	*****	0.44		0	1/90	CALCTD
71900 X 0 0	PERMIT REQUIREMENT	*****	0.000024		*****	*****	2.0			QUARTERLY	CALCTD
POST DISINFECT			12-Mo Rolling Avg	lbs/day			12-Mo Rolling Avg	ng/L			
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****		*****	35	65	(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	*****	*****		99	*****	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	*****	*****		98	*****	96	(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	*****	*****		7.2	*****	7.5	(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	*****	*****		8.4	*****	*****	(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		
		(616)	897-8135	2023	8	10
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR MO DAY

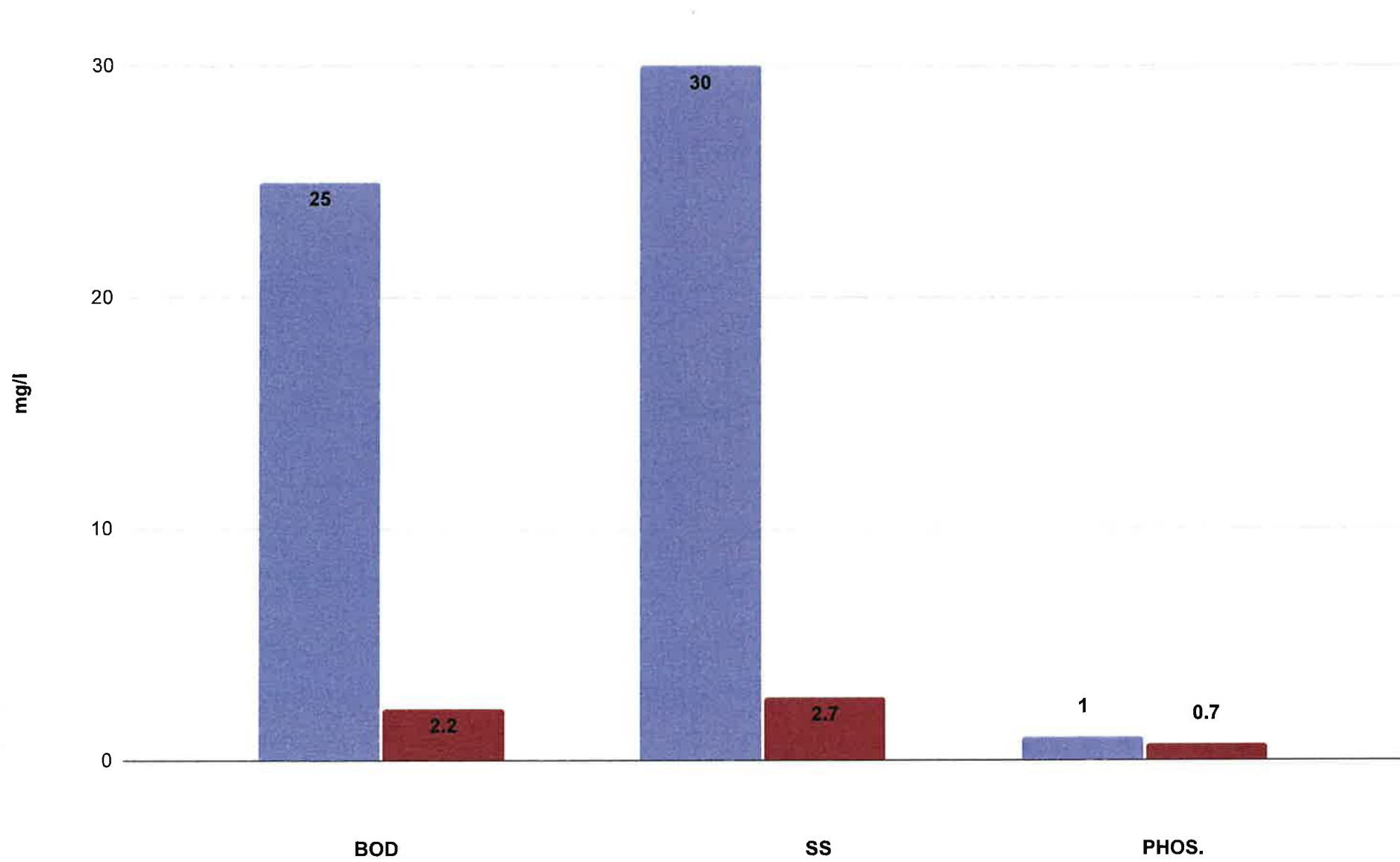
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

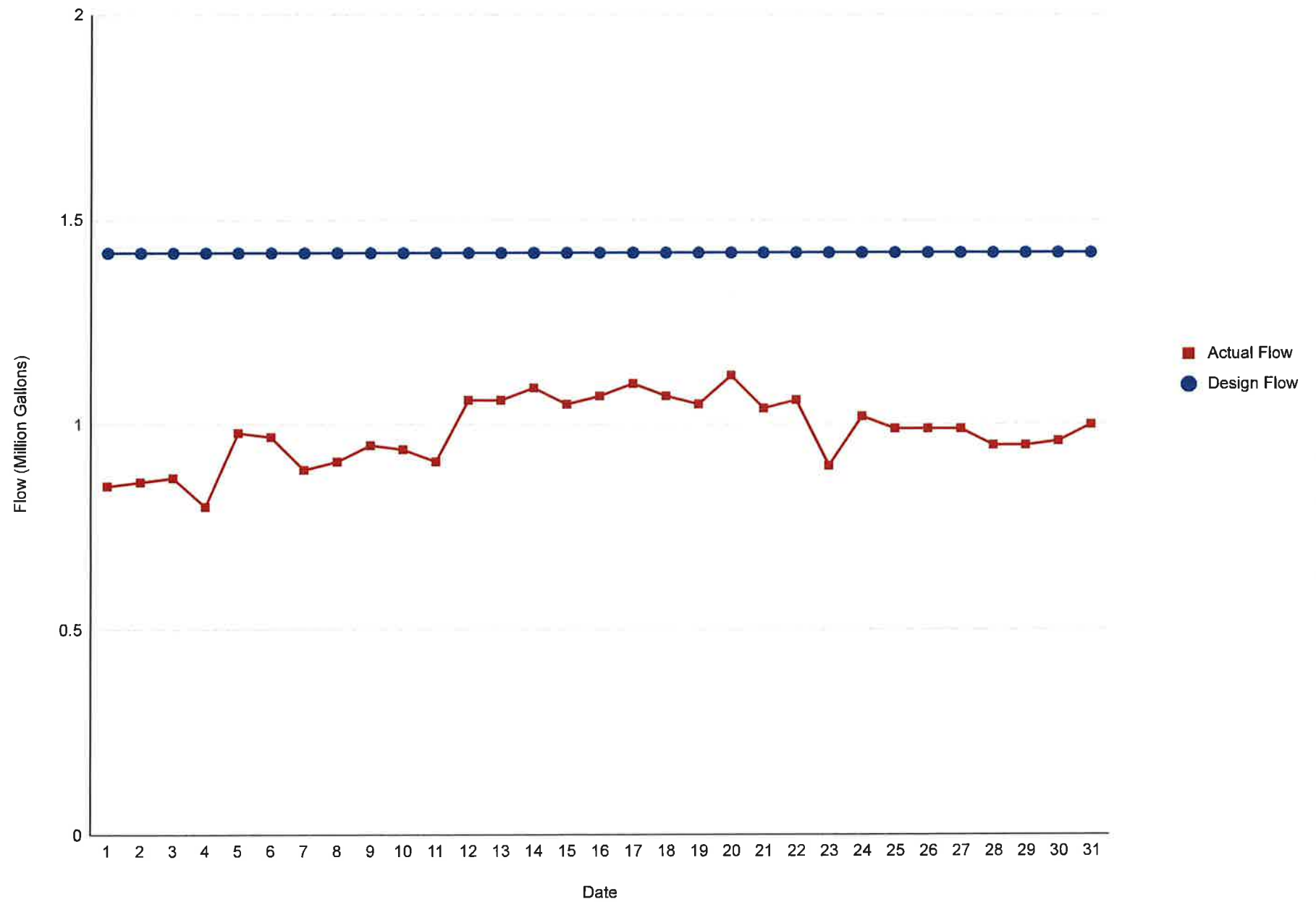
Appendix B



EFFLUENT LIMIT vs ACTUAL



Flow Chart



CITY OF LOWELL

Application for Board or Commission Appointment

Name: Andrew Quada

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

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

Email: Andrew.Quada@gmail.com

Board or Commission Position Desired: Lowell Airport Board

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

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

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

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

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

Signature  05.15.23

Please return application to:

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

Or by email to:

sullery@ci.lowell.mi.us

APPOINTMENTS

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