



301 East Main Street  
Lowell, Michigan 49331  
Phone (616) 897-8457  
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CITY OF LOWELL  
CITY COUNCIL AGENDA  
TUESDAY, JANUARY 17, 2017, 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 regular minutes of the January 3, 2017 City Council meeting.
  - Authorize payment of invoices in the amount of \$871,733.52

3. CITIZEN COMMENTS 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. Bio-digester Update
5. NEW BUSINESS
  - a. Resolution 03-17 – Establishing the Compensation for Members of the Board of Light and Power
  - b. Ordinance 17 - 01 - Review Bow Hunting on Ten Acres of Private Land
  - c. Labor Negotiations with the Lowell Police Department and the IBEW – Hiring of Attorney Stephen Schultz
  - d. Recommendation to accept bid - 500,000 Gallon Reservoir Interior Painting
6. BOARD/COMMISSION REPORTS
7. MONTHLY REPORTS
8. MANAGER'S REPORT
9. APPOINTMENTS
10. COUNCIL COMMENTS
11. ADJOURNMENT

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



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## MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Tuesday, January 17, 2017

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4. OLD BUSINESS

- a. Biodigester Update.

Discussion on this matter can continue at the City Council's pleasure.

5. NEW BUSINESS

- a. Resolution 03-17 – Establishing the Compensation for Members of the Board of Light and Power.

Recommended Motion – That the City Council adopt Resolution 03-17.

- b. Ordinance 17-01 Bow Hunting on Ten Acres of Private Land. Current Ordinance is attached.

Recommended Motion – That the City Council adopt Ordinance 17-01.

- c. Labor Negotiations with the Lowell Police Department and the IBEW – Hiring of Attorney Stephen Schultz. Memo is provided from City Manager Michael Burns.

Recommended Motion: That the City Council retain Stephen Schultz from Fahey, Schultz, Burzych, Rhodes PLC at a cost not to exceed \$250 for the purpose of labor negotiations.

- d. Recommendation to accept bid - 500,000 Gallon Reservoir Interior Painting. Memo is provided by Director of Public Works Rich LaBombard.

Recommended Motion: That the City Council accepts the low bid provided by Industrial Painting of Taylor, Michigan and award the work in the amount of \$67,400.

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

Board of Review

Vacancy – (Greg Canfield resigned)

06/30/2019

Vacancy - Alternate – (Matt Kepley resigned)

06/30/2017

10. COUNCIL COMMENTS

11. ADJOURNMENT

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, JANUARY 3, 2017, 7:00 P.M.**

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

The Meeting was called to order at 7:00 p.m. by City Clerk Susan Ullery.

Present: Councilmembers Greg Canfield, Jim Hodges, Jeff Phillips, Alan Teelander and Mayor DeVore.

Absent: None.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, Police Chief Steve Bukala and L&P General Manager Steve Donkersloot.

**2. ELECTION OF OFFICERS AND ORGANIZATION.**

**a. Mayor**

IT WAS MOVED BY HODGES and seconded by TEELANDER to nominate Mike DeVore as Mayor.

Nominations were closed.

IT WAS MOVED BY CANFIELD seconded by TEELANDER to elect Mike DeVore as Mayor.

YES: Councilmember Canfield, Mayor DeVore, Councilmember Hodges, Councilmember Phillips, and Councilmember Teelander

NO: None. ABSENT: None. MOTION CARRIED.

At this time the meeting was turned over to Mayor DeVore.

**b. Mayor Pro Tem**

IT WAS MOVED BY CANFIELD to nominate Jim Hodges as Mayor Pro Tem.

Councilmember Hodges respectfully declined.

IT WAS MOVED BY PHILLIPS and seconded by DEVORE to nominate Alan Teelander as Mayor Pro Tem.

Nominations were closed.

IT WAS MOVED BY PHILLIPS and seconded by HODGES to elect Alan Teelander as Mayor Pro Tem.

YES: Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, Mayor DeVore, and Councilmember Hodges.

NO: None. ABSENT: None. MOTION CARRIED.

c. Review and Adoption of the Council Rules of Procedure.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to adopt the Council Rules of Procedure with the changes.

YES: Councilmember Teelander, Councilmember Canfield, Mayor DeVore, Councilmember Hodges, and Councilmember Phillips.

NO: None. ABSENT: None. MOTION CARRIED.

3. APPROVAL OF THE CONSENT AGENDA

IT WAS MOVED BY TEELANDER and seconded by HODGES to approve the consent agenda as written.

- Approval of the Agenda.
- Approve and place on file the special and closed session minutes of the December 1, 2016 Joint Special City Council/LL&P meeting.
- Approve and place on file the regular and closed session minutes of the December 5, 2016 City Council meeting.
- Authorize payment of invoices in the amount of \$209,094.50.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

4. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA.

Perry Beachum of 924 Riverside Drive commented on a misprint in the December 21, 2016 issue of the Lowell Ledger which referenced the bio-digester. He noted the misprint was corrected in the December 28, 2016 issue of the Lowell Ledger.

Jim Salzwedel of 505 North Jefferson congratulated Mayor DeVore and Mayor Pro Tem Teelander. Salzwedel commented on the streets in Lowell and hoped that the repaving of North Jefferson Street was still on the agenda for this year. He also questioned the repair and maintenance of City streets in the upcoming year and asked the Council to report back on this.

5. OLD BUSINESS.

a. Bio-digester Update.

City Manager Mike Burns stated representatives continue to work with Lowell Energy AD to eliminate the odor.

6. NEW BUSINESS.

- a. Authorization of Signatures for City Bank Accounts and Designation of Depository Banks. The Council needs to authorize the signatures on the checks and the people who can access the safety deposit box.

The following designations are recommended:

Authorized signatures:

Mayor  
Mayor Pro Tem

City Manager Mike Burns  
City Treasurer Suzanne Olin  
Police Chief Steve Bukala  
Deputy City Treasurer Lori Gerard

Safety Deposit Box:

Susan Ullery  
Theresa Mundt  
Luanne Wisniewski

Depository Banks:

Comerica Bank-Grand Rapids	(Grand Rapids)
Huntington Banks	(Lowell)
PNC Bank	(Grand Rapids)
Fifth Third Bank	(Lowell, Ada, Grand Rapids)
Macatawa Bank	(Grand Rapids)
Bank of America	(Grand Rapids)
Mercantile Bank of Michigan	(Lowell, Grand Rapids)

IT WAS MOVED BY HODGES and seconded by PHILLIPS to approve the authorization of signatures for City Bank Accounts and designation of depository banks as proposed.

YES: Mayor DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember Teelander and Councilmember Canfield. NO: None. ABSENT: None. MOTION CARRIED.

- b. Grand Rapids Community College – Collection of Summer Property Taxes for 2017. As in previous years, the Grand Rapids Community College has requested that the City collect the 2017 summer property taxes for the district. The City collects the Grand Rapids Community College property taxes at no fee in exchange for retaining earned interest while the monies are deposited in city accounts.

IT WAS MOVED BY HODGES and seconded by DEVORE to approve the request from the Grand Rapids Community College to collect the 2017 summer property taxes for the district at no fee in exchange for retaining earned interest while the monies are deposited in city accounts.

YES: Councilmembers Hodges, Councilmember Phillips, Councilmember Teelander, Councilmember Canfield and Mayor DeVore. NO: None. ABSENT: None. MOTION CARRIED.

- c. Resolution 01 – 17 – Support and Approval of Submission of an Application for Permission to Locate a New Permanent Showboat Structure on Pilings in the Flat River. The City will be submitting a permit request to the Michigan Department of Environmental Quality (MEDQ) and the United States Army Corps of Engineers (USACE) for the Showboat. A resolution of support is necessary to allow the City to move forward with submission of the permit.

IT WAS MOVED BY HODGES and seconded by DEVORE to adopt Resolution 01-17 as presented.

YES: Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, Mayor DeVore and Councilmember Hodges. NO: None. ABSENT: None. MOTION CARRIED.

d. Resolution 02-17 – Performance Resolution for Governmental Agencies.

Chief Steve Bukala was recently informed by the Michigan Department of Transportation (MDOT) that an updated resolution needs to be passed by the City Council in order for MDOT to issue the annual permit to the City needed for the parades, banners and other events that occur along Main Street.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to support Resolution 02-17 as presented.

YES: Councilmember Teelander, Councilmember Canfield, Mayor DeVore, Councilmember Hodges and Councilmember Phillips. NO: None. ABSENT: None. MOTION CARRIED.

e. Bow Hunting on Ten Acres of Private Land – Review Ordinance.

City Manager Burns stated a local resident recently submitted a request to revise Ordinance 13-112. Currently, the ordinance allows for hunting with a bow and arrow on property in the City where the owner possesses 10 acres or more. The ordinance prohibits the use of cross bows at this time. The resident is requesting that the cross bow prohibition be stricken from the ordinance.

Burns discussed this matter with Chief Bukala, who has no concerns. However, Burns wanted to have discussion with the Council on the matter before bringing a change forward.

By general consensus, Council agreed to move forward with the revision.

f. Discussion on Food Trucks.

City Manager Burns stated recently there was an incident where a food truck was at a business in the downtown district. There was concern by some other restaurateurs pertaining to the food truck being able to serve in the district. The biggest concern was that these businesses are coming into the downtown, not paying any city taxes and making a profit in the City. Burns was in agreement with them on this and as he began researching this, he learned the ordinance does not allow this.

Burns wanted to have discussion with the City Council on future direction of this matter. Food trucks are becoming a very important part of vibrant downtowns across the United States.

Burns recommended discussion on the issue and possible reevaluate the ordinance.

Councilmember Hodges suggested seeking input from neighboring communities to see how they handle food trucks. Chief Bukala advised Chamber of Commerce Director Liz Baker is in charge of the food trucks for the Riverwalk Festival. Bukala also provided ordinances from surrounding areas on some of their criteria as far as food trucks.

Roger LaWarre of 681 Birchwood Court, Blair Cahoon of 700 East Main Street, Tyler Velting of 400 West Main, Marty Chambers of 217 West Main, Brian Wade of 12991 Ryan Ridge voiced their opinions of food trucks in the City.

Owner of Patty Matters - Food Truck explained as an owner, one must apply for a transient merchant permit before selling food at specific locations. Each are licensed by the health department and heavily regulated. She noted her food truck has many followers Facebook, which is also good advertising for the City of Lowell.

Councilmember Teelander suggested tabling the issue for further investigation.

7. **BOARD/COMMISSION REPORTS.**

Councilmember Phillips stated the Historic District Commission (HDC) received an application from 312 East Main Street. They wish to install new windows and a door. Councilmember Canfield explained this new business will be called "My Hometown Furnishings". They will occupy approximately 60% of the old Superior Furniture building. Phillips noted the next HDC meeting will be held January 24, 2017 at 6:00 p.m.

Councilmember Hodges noted that the Arbor Board meeting was cancelled. He went on to state the Lowell Cable TV Endowment Board (LCTV) will be accepting applications until February 10, 2017. The Fire Authority Board meeting was cancelled on December 12, however a special meeting was held on December 13, which he was unable to attend. Hodges also commented that Lt. Lynn Ort, who had been a firefighter for 24 years, has retired.

Councilmember Canfield advised that he is newly elected and currently not serving on any boards or commissions. Therefore, he had nothing report.

Councilmember Teelander stated he attended the Lowell Light and Power (LL&P) board meeting. LL&P General Manager Steve Donkersloot provided a brief update of the meeting.

Mayor DeVore had no meetings to attend. He noted Lowell Area Recreation Authority (LARA) will be meeting with City Manager Mike Burns and Department of Public Works Director Rich LaBombard regarding snow removal on the trails.

8. **MONTHLY REPORTS.**

No comments were received.

9. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Addorio Technologies has been directed to provide a quote on tablets for the City Council.
- As of January 1st there will be a gas tax increase. Burns commented on how this will affect Lowell.
- On Thursday, January 12th at 6:00 p.m. a representative from the Michigan Municipal League (MML) will speak at the Lowell High School Performing Arts Center on behalf of a series called "Save My City". He encouraged the citizens to attend.



- Dr. Lew Bender will be meeting with the Council on Friday, January 20th from 5:00 p.m.-8:30 p.m. and Saturday, January 21st from 8:00 a.m.-12:00 p.m. at Lowell Light and Power.
- As of December 20th there were changes to the medical marijuana law. A representative from Dickinson and Wright will educate the Council on what can and cannot be done due to the changes in the law at a meeting in February.

10. **APPOINTMENTS**

Expires

Building Authority Vacancy – (Charles Myers currently serving)	01/01/2017
Construction Board of Appeals Vacancy – (Dan DesJarden currently serving)	01/01/2017
Downtown Development Authority Vacancy – (Dr. James Reagan currently serving)	01/01/2017
Vacancy – (Brian Doyle currently serving)	01/01/2017
Downtown Historic District Commission Vacancy – (Todd Cooper currently serving)	01/01/2017
Vacancy – (Ardis Barber currently serving)	01/01/2017

Mayor DeVore noted there are two openings to serve on the Board of Review. Applications are being accepted.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to support the recommendations for appointments.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

11. **COUNCIL COMMENTS.**

Councilmember Phillips wished everyone a Happy New Year.

Councilmember Hodges congratulated Mayor DeVore and Mayor Pro Tem Teelander and wished everyone a Happy New Year.

Councilmember Canfield stated he believed food trucks would be a good for Lowell. He went on to inquire about “Coffee with the Council” noting he would like to see this start back up again. Hodges offered to organize this again and would ask Chamber of Commerce Director Liz Baker if the Chamber building could be utilized again for this monthly event.

Councilmember Teelander commented on the water shed that runs through Lowell. For those interested, the Kent Conservation District will be having a meeting on Monday, January 16th from 6:30 p.m.-7:30 p.m. at the Main Street Inn. They will be discussing the quality and purity of the water.

Mayor DeVore wished everyone a Happy New Year.

12. ADJOURNMENT.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to adjourn at 8:08 p.m.

DATE:

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Mike DeVore, Mayor

APPROVED:

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Susan Ullery, City Clerk



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**RULES OF PROCEDURE  
FOR THE LOWELL CITY COUNCIL  
2017**

**A. REGULAR AND SPECIAL MEETINGS**

All meetings of the City Council will be held in compliance with state statutes, including the Open Meetings Act, 1976 PA 267 as amended, and with these rules.

**1. Regular meetings**

Regular meetings of the City Council will be held on the first and third Monday of each month beginning at 7 p.m. at the City office unless otherwise rescheduled by resolution of the Council.

**2. Special Meetings**

A special meeting shall be called by the Clerk upon the written request of the Mayor or any two members of the Council on at least 48 hours' written notice to each member of the Council served personally or left at the Councilmember's usual place of residence. Special meeting notices shall state the purpose of the meeting. No official action shall be transacted at any special meeting of the Council unless the item has been stated in the notice of such meeting.

**3. Posting requirements for regular and special meeting**

- a. During the second regular meeting of December, the City Council will establish the dates, times and places of the regular bimonthly Council meetings. The listing will be posted in the City offices.
- b. For a rescheduled regular or a special meeting of the Council, a public notice stating the date, time and place of the meeting shall be posted at least 18 hours before the meeting at the City office.
- c. The notice described above is not required for a meeting of the Council in emergency session in the event of a severe and imminent threat to the health, safety or welfare of the public when two-thirds of the members of the Council determine that delay would be detrimental to the City's efforts in responding to the threat.

#### 4. Minutes of regular and special meetings

The Clerk shall attend the Council meetings and record all the proceedings and resolutions of the Council in accordance with the Open Meetings Act. In the absence of the Clerk, the City Manager may appoint a member of City staff to temporarily perform the Clerk's duties.

Within 8 days of a Council meeting, the draft minutes shall be prepared by the Clerk and shall be placed on the city website for public viewing.

A copy of the minutes of each regular or special Council meeting shall be available for public inspection at the City offices during regular business hours.

#### 5. Work Sessions

Upon the call of the Mayor or the Council and with at least 48 hours notice to the Councilmembers and to the public, the Council may convene a work session devoted exclusively to the exchange of information relating to municipal affairs. No votes shall be taken on any matters under discussion nor shall any Councilmember enter into a formal commitment with another member regarding a vote to be taken subsequently.

An agenda shall be prepared at least 48 hours prior to the work session.

Work sessions shall be audio/video recorded in accordance with other provisions of these Rules of Procedure.

### B. CONDUCT OF MEETINGS

#### 1. Meetings to be public

All official meetings of the Council shall be open to the public, and citizens shall have a reasonable opportunity to be heard in accordance with such rules and regulations as the Council may determine, except that the meetings may be closed to the public and the media in accordance with the Open Meetings Act.

All official meetings of the Council shall be open to the media, freely subject to recording by radio, television and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings.

The City Clerk shall record all regular and special City Council meetings by audio device. Upon approval of that meeting's minutes, the audio shall be destroyed except in the absence of a video. The meetings shall be videoed. These will be stored electronically and available to the public for reviewing.

#### 2. Agenda preparation

An agenda for each regular Council meeting shall be prepared by the City Manager with the following order of business:

- a. Call to Order; Pledge of Allegiance, Roll Call
- b. Consent Agenda
- c. Citizen Comments for Items Not on the Agenda
- d. Old Business
- e. New Business
- f. Board/Commission Reports
- g. Monthly Reports (prepared for the second regular meeting of the month)
- h. Appointments to Commissions and Boards
- i. Manager's Report
- j. Council Comments
- k. Executive Session
- l. Adjournment

Any Councilmember shall have the right to request new/additional items to the regular agenda during the Approval of the Agenda item of business.

### 3. Agenda distribution

Agendas shall be distributed so that Councilmembers receive their agendas by the Friday evening before the Monday meeting. Agendas will be distributed to Councilmember's place of residence.

### 4. Quorum

A majority of the elected or appointed and serving members of the Council shall constitute a quorum for the transaction of business at all council meetings. In the absence of a quorum, a lesser number may adjourn any meeting to a later time or date with appropriate public notice.

### 5. Attendance at council meetings

Election to the City Council is a privilege freely sought by the nominee. It carries with it the responsibility to participate in Council activities and represent the residents of the City. Attendance at Council meetings is critical to fulfilling this responsibility.

The Council may excuse absences for cause. Such cause must be communicated with the clerk prior to the meeting. If a Councilmember has more than three unexcused successive absences for regular or special Council meetings, the Council may enact a resolution of reprimand. In the event that the member's absences continue for more than three additional successive regular or special meetings of the Council, the Council may enact a resolution of censure or request the Councilmember's resignation or both.

## 6. Presiding officer

The presiding officer shall be responsible for enforcing these rules of procedure and for enforcing orderly conduct at meetings. The Mayor is the presiding officer. The Mayor Pro Tem shall preside in the absence of the Mayor. In the absence of the Mayor and Mayor Pro Tem, the member present who has the longest consecutive service on the Council shall preside.

## 7. Disorderly conduct

The Mayor may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, failing to be germane, speaking longer than allotted time or speaking vulgarities. Such person shall be seated until the chair determines whether the person is in order.

If the person so engaged in presentation is called out of order, he or she shall not be permitted to continue to speak at the same meeting except by special leave of the Council. If the person shall continue to be disorderly and disrupt the meeting, the chair may order the sergeant at arms to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting.

# C. CLOSED MEETINGS

## 1. Purpose

Closed meetings may be held only for the reasons authorized in the Open Meetings Act, which are the following:

- a. To consider the dismissal, suspension or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent when the named person requests a closed meeting. MCL 15.268 Sec. 8(a)
- b. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing. MCL 15.268 Sec. 8(c)
- c. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained. MCL 15.268 Sec. 8(d)
- d. To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the Council. MCL 15.268 Sec. 8(e)
- e. To review the specific contents of an application for employment or appointment to a public office when a candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting. MCL 15.268 Sec. 8(f)
- f. To consider material exempt from discussion or disclosure by state or federal statute. MCL 15.268 Sec. 8(h)

## 2. Calling closed meetings

At a regular or special meeting, the Councilmembers, elected or appointed and serving, may call a closed session by a two-thirds roll call vote for purposes (c), (d), (e) and (f) above, and by a simple majority for purposes (a) and (b). The roll call vote, the purpose(s) for calling the closed meeting, and the time in which the vote was taken shall be entered into the minutes of the open session during which the vote is taken. In addition, the time in which the Council returned to open session shall be recorded in the open session minutes.

## 3. Minutes of closed meetings

A separate set of minutes shall be taken by the Clerk or the designated secretary of the Council at the closed session. These minutes will be retained by the Clerk, shall not be available to the public, and shall only be disclosed if required by a civil action, as authorized by the Open Meetings Act. These minutes shall be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved.

# D. DISCUSSION AND VOTING

## 1. Rules of parliamentary procedure

The rules of parliamentary practice as contained in the latest edition of Robert's Rules of Order shall govern the Council in all cases to which they are applicable, provided that they are not in conflict with these rules, City ordinances or applicable state statutes. The Mayor may appoint a parliamentarian.

The chair shall preserve order and decorum and may speak to points of order in preference to other Councilmembers. The chair shall decide all questions arising under this parliamentary authority, subject to appeal and reversal by a majority of the Councilmembers present.

Any member may appeal to the Council a ruling of the presiding officer. If the appeal is seconded, the member making the appeal may briefly state the reason for the appeal and the presiding officer may briefly state the ruling. There shall be no debate on the appeal and no other member shall participate in the discussion. The question shall be, "Shall the decision of the chair be sustained?" If the majority of the members present vote "yes," the ruling of the chair is sustained; otherwise it is overruled.

## 2. Conduct of discussion

During the Council discussion and debate, no member shall speak until recognized for that purpose by the chair. After such recognition, the member shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the chair, maintain a courteous tone and avoid interjecting a personal note into debate.

No member shall speak more than once on the same question until every member desiring to speak to that question shall have had the opportunity to do so.

The chair, at his or her discretion and subject to the appeal process mentioned in Section D.1., may permit any person to address the Council during its deliberations.

### 3. Ordinances and resolutions

No ordinance, except an appropriation ordinance, an ordinance adopting or embodying an administrative or governmental code or an ordinance adopting a code of ordinances, shall relate to more than one subject, and that subject shall be clearly stated in its title.

A vote on all ordinances and resolutions shall be taken by a roll call vote and entered in the minutes.

### 4. Roll call

In all roll call votes, the names of members of the Council shall be called in random order as determined by the City Clerk.

### 5. Duty to vote

Election to a deliberative body carries with it the obligation to vote. Councilmembers present at a Council meeting shall vote on every matter before the body, unless otherwise excused or prohibited from voting by law. A Councilmember who is present and abstains or does not respond to a roll call vote shall be counted as voting with the prevailing side and shall be so recorded, unless otherwise excused or prohibited by law from voting.

Conflict of interest, as defined by law, shall be the sole reason for a member to abstain from voting. The opinion of the City Attorney shall be binding on the Council with respect to the existence of a conflict of interest. A vote may be tabled, if necessary, to obtain the opinion of the City Attorney.

The right to vote is limited to the members of Council present at the time the vote is taken. Voting by proxy or by telephone is not permitted.

All votes must be held and determined in public; no secret ballots are permitted.

### 6. Results of voting

In all cases where a vote is taken, the chair shall declare the result.

It shall be in order for any Councilmember voting in the majority to move for a reconsideration of the vote on any question at that meeting or at the next succeeding meeting of the Council. When a motion to reconsider fails, it cannot be renewed.

## E. CITIZEN COMMENTS



1. General

Each Council meeting agenda shall provide for reserve time for citizen comments as requested.

2. Length of presentation - public hearings and public participation

Members of the public at the meeting shall not speak unless recognized by the chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes during any public hearing or public comment. The Sergeant of Arms shall notify the chair when time has expired.

At the discretion of the chair, the time for speaking may be added or reduced.

3. Person addressing the City Council

Prior to addressing the Council, members of the public may state their name and address and, if appropriate, group affiliation. The Council may in its discretion limit public comments to new information or matters not fully addressed at any previous meeting regarding the agenda item at issue. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak.

4. Deviation

Either in his/her discretion, or upon the request of a member of the Council, the Mayor may recognize a member of the audience who shall be permitted to address the Council at a time other than audience participation; however, all other rules as provided herein shall apply.

5. Request to speak during citizen comments

Any person who wishes to speak on a subject not on the printed agenda may speak at this time. All rules of conduct still apply.

6. Requests to speak during regular agenda items

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 required to state their name and will be allowed five (5) minutes maximum to address the Council.

## F. MISCELLANEOUS

1. Adoption and amendment of rules of procedure

These rules of procedure of the Council will be placed on the organizational meeting agenda for review and adoption. A copy of the rules adopted shall be distributed to each Councilmember.

The Council may alter or amend its rules at any time by a vote of a majority of its members after written notice has been given of the proposed alteration or amendment. The notice shall be given at least 48 hours in advance with a written copy of the proposed alteration or amendment provided to each Councilmember.

2. Suspension of rules

The rules of the Council may be suspended for a specified portion of a meeting by an affirmative vote of two-thirds of the members present except that Council actions shall conform to state statutes and to the Michigan and the United States Constitutions.

3. Bid awards

Bids will be awarded by the Council during regular or special meetings. A bid award may be made at a special meeting of the Council if that action is announced in the notice of the special meeting.

4. Special committees

Special committees may be established for a specific period of time by the Mayor or by a resolution of the Council which specifies the task of the special committee and the date of its dissolution.

5. Authorization for contacting the City Attorney

The following officials (by title) are authorized to contact the City Attorney regarding municipal matters:

Mayor and City Councilmembers

City Manager

City Department Heads (upon approval of the City Manager)

6. These Rules of Procedure shall apply except as otherwise provided by the City Charter and/or applicable state statutes.

G. CERTIFICATE OF ADOPTION

Certified to be complete and accurate set of Rules of Procedures of the City Council of the City of Lowell, Michigan adopted by resolution of its regular meeting held January 3, 2017.

Adopted: January 3, 2017

---

Susan S. Ullery  
City Clerk  
City of Lowell

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

**RESOLUTION NO. 01-17**

**RESOLUTION OF SUPPORT AND APPROVAL OF SUBMISSION OF AN  
APPLICATION FOR PERMISSION TO LOCATE A NEW PERMANENT  
SHOWBOAT STRUCTURE ON PILINGS IN THE FLAT RIVER**

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

**WHEREAS**, the Lowell Showboat located on the Flat River in downtown Lowell has been an iconic structure and symbol of the City, a.k.a. Showboat City, since 1932; and

**WHEREAS**, for over 80 years it has hosted numerous community events, celebrations, weddings, and entertainment shows; and

**WHEREAS**, over the years various versions of the “floating” Showboat have been destroyed by natural events such as fire and windstorms only to be rebuilt and relaunched; and

**WHEREAS**, in recent years the Showboat has worn out and is no longer safe for use; and

**WHEREAS**, with significant community support, there is a desire to construct a new permanent non floating structure on pilings in the Flat River at the Showboats current location (the “New Showboat”); and

**WHEREAS**, to do so requires the issuance of a joint permit by the Michigan Department of Environmental Quality (“MDEQ”) and the United States Army Corps of Engineers (“USACE”); and

**WHEREAS**, the City wishes to express its support for the New Showboat and to authorize the filing of a joint application for a permit from MDEQ and USACE.

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

1. That the City enthusiastically express its support for the construction of a New Showboat to be permanently located on pilings in the Flat River.

2. That a joint application is authorized to be filed by the City with MDEQ and USACE for the issuance of a permit to construct a New Showboat on permanent pilings to be located in the Flat River at or near the Showboat's present location.

3. That all resolutions or parts of resolutions to the extent they are in conflict with this resolution are hereby rescinded.

YES: Councilmembers \_\_\_\_\_ Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, Mayor DeVore and Councilmember Hodges. \_\_\_\_\_

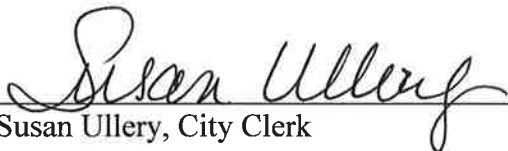
NO: Councilmembers \_\_\_\_\_ None \_\_\_\_\_

ABSTAIN: Councilmembers \_\_\_\_\_ None \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_ None \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

Dated: January 3, 2017

  
Susan Ullery, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on January 3, 2017, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

**IN WITNESS WHEREOF**, I have affixed my official signature this 3rd day of January, 2017.

  
Susan Ullery, City Clerk

## PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

Res # 02-17

*This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way", or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way".*

RESOLVED WHEREAS, the \_\_\_\_\_  
City of Lowell  
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the GOVERNMENTAL AGENCY is performed by a contractor, the GOVERNMENTAL AGENCY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the GOVERNMENTAL AGENCY. Failure of the GOVERNMENTAL AGENCY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
4. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

5. The GOVERNMENTAL AGENCY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
6. With respect to any activities authorized by a PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
8. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Title and/or Name:

City of Lowell

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the Lowell City Council

(Name of Board, etc)

of the City of Lowell

(Name of GOVERNMENTAL AGENCY)

of Kent

(County)

at a Lowell City Council meeting held on the 3rd day

of January A.D. 2017.

Signed

*Susan Ullery*

Title

*City Clerk*

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL  
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BOTH OPEN AND PAID

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
RECYCLE	SZAWARSKI, BART		
	BIN 447	RECYCLE BIN RETURN	5.00
TOTAL FOR: SZAWARSKI, BART			5.00
01878	ACTION CHEMICAL		
	342409	CLEANING SUPPLIES	52.00
TOTAL FOR: ACTION CHEMICAL			52.00
01513	ADDORIO TECHNOLOGIES, LLC		
	6677	ACCOUNT STATEMENT	356.00
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC			356.00
10537	ADVANCED HYDROVAC INC		
	7245	WATER R & M	730.00
TOTAL FOR: ADVANCED HYDROVAC INC			730.00
RECYCLE	AKERS, KEN		
	BIN 495	RECYCLE BIN RETURN	5.00
TOTAL FOR: AKERS, KEN			5.00
REFUND UB	ALLEN EDWIN HOMES		
	01/12/2017	UB refund for account: 7-00080-1	162.95
TOTAL FOR: ALLEN EDWIN HOMES			162.95
10660	ARROW ENERGY, INC.		
	76125	AIRPORT AV GAS	6,131.51
TOTAL FOR: ARROW ENERGY, INC.			6,131.51
RECYCLE	BANKS, DAN		
	BIN 2209	RECYCLE BIN RETURN	25.00
TOTAL FOR: BANKS, DAN			25.00
RECYCLE	BEN, KRISTY		
	BIN 253	RECYCLE BIN RETURN	5.00
TOTAL FOR: BEN, KRISTY			5.00
00050	BERNARDS ACE HARDWARE		
	DEC 2016	STATEMENT OF ACCOUNT	524.46
TOTAL FOR: BERNARDS ACE HARDWARE			524.46
RECYCLE	BRANHAM, MARILYN		
	BIN 352	RECYCLE BIN RETURN	5.00
TOTAL FOR: BRANHAM, MARILYN			5.00
RECYCLE	BUNDY, ERNESTINE		
	BIN 452	RECYCLE BIN RETURN	5.00
TOTAL FOR: BUNDY, ERNESTINE			5.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
00084	CANFIELD PLUMBING & HEATING IN			
	56877		WTP DRAIN BACKUP	104.00
	56942		DOG PARK WINTERIZE	101.00
TOTAL FOR: CANFIELD PLUMBING & HEATING IN				205.00
10493	COMCAST CABLE			
	1/18 - 2/17/17		ACCOUNT STATEMENT	149.85
	1/6 - 2/5/17		DPW CABLE	29.98
TOTAL FOR: COMCAST CABLE				179.83
10509	CONSUMERS ENERGY			
	11/28 - 12/26/16		MONTHLY STATEMENT	5,819.89
TOTAL FOR: CONSUMERS ENERGY				5,819.89
REFUND TAX	Corelogic Real Estate Tax Service			
	01/12/2017		Win Tax Refund 41-20-02-101-037	566.75
	01/12/2017		Win Tax Refund 41-20-02-181-005	284.86
TOTAL FOR: Corelogic Real Estate Tax Service				851.61
01156	CURTIS CLEANERS			
	DEC 2016		MONTHLY STATEMENT - LPD CLEANING	251.10
TOTAL FOR: CURTIS CLEANERS				251.10
00132	D&D TRUCKING ACQUISITION, LLC			
	23112		R&M - 2009 INTL WORKSTAR	107.65
	23145		R&M - 2009 INTL WORKSTAR	120.00
TOTAL FOR: D&D TRUCKING ACQUISITION, LLC				227.65
01783	DELL MARKETING L P			
	10138863872		COMPUTER EQUIP	1,160.64
TOTAL FOR: DELL MARKETING L P				1,160.64
00148	DICKINSON WRIGHT PLLC			
	1131839		LEGAL SERVICES - 2016 BOND	36,190.00
	1133370		LEGAL SERVICES	105.00
	1133371		LEGAL SERVICES	227.50
	1133372		LEGAL SERVICES	6,387.50
TOTAL FOR: DICKINSON WRIGHT PLLC				42,910.00
02035	DIGITAL OFFICE MACHINES, INC.			
	17250		POLICE COPY MACHINE CONTRACT	32.93
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.				32.93
RECYCLE	DURAM, DAN			
	BIN 74		RECYCLE BIN RETURN	5.00
TOTAL FOR: DURAM, DAN				5.00
02340	EARLE PRESS INC.			
	217352		AP CHECKS	251.15
	217371		PAYROLL CHECKS	88.20
TOTAL FOR: EARLE PRESS INC.				339.35



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Vendor Code	Vendor Name	Description	Amount
	Invoice		
10297	EJ USA, INC.		
	110160101818	WATER DEPT R & M	232.16
TOTAL FOR: EJ USA, INC.			232.16
RECYCLE	ELDGRIDGE, GARY		
	BIN 617	RECYCLE BIN RETURN	5.00
TOTAL FOR: ELDGRIDGE, GARY			5.00
00179	FINE GARDENING/TAUNTON DIRECT		
	2017	1 YEAR SUBSCRIPTION	29.95
TOTAL FOR: FINE GARDENING/TAUNTON DIRECT			29.95
10211	FIRE PROS INC.		
	1615148	FIRE EXTINGUISHER INSPECT - CHAMBER	66.50
	1615192	FIRE EXTINGUISHER INSPECT - MUSEUM	339.00
	16165202	FIRE EXTINGUISHER INSPECT - LIBRARY	45.00
	1671045	SPRINKLER INSPECTION - LPD	215.00
TOTAL FOR: FIRE PROS INC.			665.50
10369	FLAT RIVER ELECTRIC LLC		
	1859	INSTALL SPEED SIGN	600.00
TOTAL FOR: FLAT RIVER ELECTRIC LLC			600.00
02218	FLEX ADMINISTRATORS, INC.		
	987324	DECEMBER 2016 ADMIN FEES	69.00
TOTAL FOR: FLEX ADMINISTRATORS, INC.			69.00
01889	GARY'S MEAT MARKET		
	12/29/16	CHRISTMAS HAMS/TURKEYS	925.00
TOTAL FOR: GARY'S MEAT MARKET			925.00
01517	GR CITY TREASURER		
	17001840	TRAFFICE SIGNAL MAINT	17.51
TOTAL FOR: GR CITY TREASURER			17.51
00225	GRAND RAPIDS COMMUNITY COLLEGE		
	12/16 - 12/31/16	TAX DISBURSEMENT	3,864.67
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE			3,864.67
MISC	GREAT LAKES TRADE EXPOSITION		
	2017	GLTE REGISTRATION - DEJONG	225.00
TOTAL FOR: GREAT LAKES TRADE EXPOSITION			225.00
01508	GTW		
	116543	STATEMENT	31.25
TOTAL FOR: GTW			31.25
00234	HACH COMPANY		
	102222513	WTP SUPPLIES	35.79
TOTAL FOR: HACH COMPANY			35.79

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
10455	HAROLD ZEIGLER		
	DEC 2016	ACCOUNT STATEMENT	18.00
TOTAL FOR: HAROLD ZEIGLER			18.00
10310	HASSELBRING-CLARK		
	INV70723	COPY MACHING CONTRACT	258.31
TOTAL FOR: HASSELBRING-CLARK			258.31
00248	HOOPER PRINTING		
	50301	CITY PERMIT DECALS	43.18
TOTAL FOR: HOOPER PRINTING			43.18
00254	HURST, CHRIS		
	1/11/2017	REIMBURSEMENT BOOTS - HURST	105.99
TOTAL FOR: HURST, CHRIS			105.99
02463	HYDROCORP		
	0041418-IN	CROSS CONNECTION DEC 2016	815.00
TOTAL FOR: HYDROCORP			815.00
00262	IDEXX DISTRIBUTION CORP.		
	3010079942	WTP LAB SUPPLIES	15.25
	3010832886	WTP LAB SUPPLIES	1,528.42
TOTAL FOR: IDEXX DISTRIBUTION CORP.			1,543.67
00280	KAMMINGA & ROODVOETS, INC.		
	PAYMENTS 1 & 2	MAIN LIFT STATION PROJECT	399,780.00
TOTAL FOR: KAMMINGA & ROODVOETS, INC.			399,780.00
00286	KENT COUNTY CLERKS ASSOC.		
	2017	MEMBERSHIP - ULLERY/MORLOCK /MUNDT	15.00
TOTAL FOR: KENT COUNTY CLERKS ASSOC.			15.00
00300	KENT COUNTY TREASURER		
	12/1-15/2016	TAX DISBURSEMENT	13,831.46
	12/16 - 12/31/16	TAX DISBURSEMENT	66,076.88
TOTAL FOR: KENT COUNTY TREASURER			79,908.34
00295	KENT COUNTY TREASURER'S ASSOC.		
	2017	MEMBER SHIP DUES - OLIN/GERARD	50.00
TOTAL FOR: KENT COUNTY TREASURER'S ASSOC.			50.00
00303	KENT DISTRICT LIBRARY		
	12/1 - 12/15/16	TAX DISBURSEMENT	5,506.59
	12/16 - 12/31/16	TAX DISBURSEMENT	43,501.36
TOTAL FOR: KENT DISTRICT LIBRARY			49,007.95
00302	KENT INTERMEDIATE SCHOOL DIST.		
	12/16 - 12/31/16	TAX DISBURSEMENT	10,190.39
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.			10,190.39

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Vendor Code	Vendor Name	Invoice	Description	Amount
RECYCLE	KENT, DENNIS			
	BIN 570		RECYCLE BIN RETURN	5.00
TOTAL FOR: KENT, DENNIS				5.00
10658	LAKE EFFECT SNOW REMOVAL			
	37 & 40		AIRPORT SNOW PLOWING	405.00
TOTAL FOR: LAKE EFFECT SNOW REMOVAL				405.00
01374	LOWELL AREA HISTORICAL MUSEUM			
	12/16 - 12/31/16		TAX DISBURSEMENT	524.34
TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM				524.34
00949	LOWELL CITY DIRECTORY			
	121416-14		2017 CITY DIRECTORY AD	807.50
TOTAL FOR: LOWELL CITY DIRECTORY				807.50
00330	LOWELL LEDGER			
	DEC 2016		MONTHLY STATEMENT	354.84
TOTAL FOR: LOWELL LEDGER				354.84
00341	LOWELL LIGHT & POWER			
	12/30/2016		ELECTRIC STATEMENTS	21,122.89
	2887		MAINTENANCE OF STREET LIGHTS	675.82
TOTAL FOR: LOWELL LIGHT & POWER				21,798.71
00355	LYNN PEAHEY COMPANY			
	326214		R & M - POLICE	81.35
	326494		POLICE DEPT SUPPLIES	34.00
TOTAL FOR: LYNN PEAHEY COMPANY				115.35
01078	MAMC			
	INSTITUTE 2017		REGISTRATION FEE - SUSAN ULLERY	600.00
TOTAL FOR: MAMC				600.00
REFUND UB	MAPLEWOOD SQUARE DEVELOPERS			
	01/12/2017		UB refund for account: 3-04003-4	10.10
	01/12/2017		UB refund for account: 3-04039-5	10.85
TOTAL FOR: MAPLEWOOD SQUARE DEVELOPERS				20.95
RECYCLE	MCGILLEN, TAMI			
	BIN 981		RECYCLE BIN RETURN	5.00
TOTAL FOR: MCGILLEN, TAMI				5.00
00378	MCMI			
	161206C-IN		LIBRARY R & M	500.00
TOTAL FOR: MCMI				500.00
10083	MICHIGAN CAT			
	ER7071651		CATERPILLAR RENTAL 11/24 - 12/6/16	651.16
	ES7047932		CATERPILLAR	177,070.00
TOTAL FOR: MICHIGAN CAT				177,721.16

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Vendor Code	Vendor Name	Invoice	Description	Amount
00407	MIDWEST AIR FILTER, INC.	G0629478	MUSEUM FILTERS	62.88
TOTAL FOR: MIDWEST AIR FILTER, INC.				62.88
RECYCLE	MILLER, SHARON	BIN 2018	RECYCLE BIN RETURN	10.00
TOTAL FOR: MILLER, SHARON				10.00
00426	MODEL COVERALL SERVICE, INC.	DEC 2016	MONTHLY STATEMENT	307.78
TOTAL FOR: MODEL COVERALL SERVICE, INC.				307.78
REFUND UB	MONGAR, LEIGHANNA	01/12/2017	UB refund for account: 2-00580-2	53.09
TOTAL FOR: MONGAR, LEIGHANNA				53.09
01499	NAPA AUTO PARTS	DEC 2016	MONTHLY STATEMENT	697.56
TOTAL FOR: NAPA AUTO PARTS				697.56
10357	NORTHERN PUMP & WELL INC.	16-J949	AIR COMPRESSOR	1,629.00
TOTAL FOR: NORTHERN PUMP & WELL INC.				1,629.00
00468	NYE UNIFORM COMPANY	566103	POLICE UNIFORMS	392.85
TOTAL FOR: NYE UNIFORM COMPANY				392.85
RECYCLE	PFALLER, JAMES	BIN 249	RECYCLE BIN RETURN	5.00
TOTAL FOR: PFALLER, JAMES				5.00
REFUND UB	PHILLIPS, SUSAN	01/12/2017	UB refund for account: 5-00861-1	15.09
TOTAL FOR: PHILLIPS, SUSAN				15.09
01270	PLUMMERS ENVIRONMENTAL SERVICE	1641768	DONNA ST BACKUP	13,318.80
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE				13,318.80
00506	POSTMASTER	JANUARY 2017	WATER BILL MAILING	412.88
TOTAL FOR: POSTMASTER				412.88
00512	PREIN & NEWHOF, INC.	37378	ENGINEERING SERVICES	1,760.00
		37379	LIFT STATION/TRUNK SEWER CONST	8,534.77
TOTAL FOR: PREIN & NEWHOF, INC.				10,294.77

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
02331	PROGRESSIVE HEATING COOLING, CORP.		
	2013299	CITY HALL/POLICE SERVICE CALL	89.00
	2013693	LIBRARY SERVICE CALL	586.25
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.			675.25
01159	PURCHASE POWER		
	12/11/2016	POSTAGE	585.99
TOTAL FOR: PURCHASE POWER			585.99
10130	RASHID, JEFFREY		
	APRIL EXP 2016	REPLACE CK#67792	52.92
TOTAL FOR: RASHID, JEFFREY			52.92
RECYCLE	REAGAN, JIM		
	BINS 912 & 246	RECYCLE BIN RETURN	10.00
TOTAL FOR: REAGAN, JIM			10.00
10133	RED CREEK		
	438640	TRASH/RECYCLE SERVICE	50.90
TOTAL FOR: RED CREEK			50.90
02484	RHD TIRE		
	T82201	TIRES	1,477.60
TOTAL FOR: RHD TIRE			1,477.60
00535	RICKERT ELECTRIC INC		
	12/15/16	LIBRARY R & M	205.85
TOTAL FOR: RICKERT ELECTRIC INC			205.85
10378	RUESINK, KATHIE		
	191699	CLEANING 1/2 - 1/19/17	360.00
TOTAL FOR: RUESINK, KATHIE			360.00
02383	SANISWEEP, INC.		
	88076	STREET SWEEPING	6,464.00
	88196	DIRT REMOVAL TO LANDFILL	4,155.90
TOTAL FOR: SANISWEEP, INC.			10,619.90
10042	SAWYER ENGINE & COMPRESSOR		
	39965	PREVENTIVE MAINT WTP	360.60
TOTAL FOR: SAWYER ENGINE & COMPRESSOR			360.60
02575	SELF SERVE LUMBER		
	DEC 2016	ACCOUNT STATEMENT	140.71
TOTAL FOR: SELF SERVE LUMBER			140.71
00572	SHOWBOAT AUTOMOTIVE SUPPLY		
	DEC 2016	STATEMENT OF ACCOUNT	131.64
TOTAL FOR: SHOWBOAT AUTOMOTIVE SUPPLY			131.64

Vendor Code	Vendor Name	Invoice	Description	Amount
00578	SIXTY TWO DISTRICT COURT A	12/28/2016	BOND FOR BYRON BOYD	220.00
TOTAL FOR: SIXTY TWO DISTRICT COURT A				220.00
10662	SKYLINE ELECTRIC INC	185	FAIRGROOUND R & M	1,065.52
TOTAL FOR: SKYLINE ELECTRIC INC				1,065.52
00605	STATE OF MICHIGAN	2017	APPLICATION FOR SUB PLATES - LPD	26.00
TOTAL FOR: STATE OF MICHIGAN				26.00
10341	STATE OF MICHIGAN	551-479679	LIVE SCAN DEC 2016 - LPD	294.00
TOTAL FOR: STATE OF MICHIGAN				294.00
02032	STEALTH PEST MANAGEMENT LLC	DEC 2016	PEST CONTROL	80.00
TOTAL FOR: STEALTH PEST MANAGEMENT LLC				80.00
10530	STRATEGIC ACCOUNTING & TAX SOLUTION	4892	DECEMBER 2016 AUDIT PREP WORK	455.00
TOTAL FOR: STRATEGIC ACCOUNTING & TAX SOLUTION				455.00
10661	STRUCTURAL DESIGN SERVICES. LLC	P16010	ROTARY CLUB DECK DRAWINGS	375.00
TOTAL FOR: STRUCTURAL DESIGN SERVICES. LLC				375.00
10514	SUPPLYGEEKS	510386-0	OFFICE SUPPLIES	333.10
		510475-0	OFFICE SUPPLIES	101.79
		511285-0	OFFICE SUPPLIES	78.86
TOTAL FOR: SUPPLYGEEKS				513.75
10192	TERRA VERDE LANDSCAPING LLC	004893	FALL PLANTINGS	8,720.00
TOTAL FOR: TERRA VERDE LANDSCAPING LLC				8,720.00
10184	THE HUNTINGTON NATIONAL BANK	A03667	2016 CAPITAL IMPROVEMENT BOND	500.00
TOTAL FOR: THE HUNTINGTON NATIONAL BANK				500.00
RECYCLE	THOMPSON, SCOTT	BIN 2252	RECYCLE BIN RETURN	25.00
TOTAL FOR: THOMPSON, SCOTT				25.00
10563	TRACTOR SUPPLY CREDIT PLAN	DEC 2016	ACCOUNT STATEMENT	59.56
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN				59.56

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Vendor Code	Vendor Name	Invoice	Description	Amount
00930	TRUCK & TRAILER SPECIALTIES			
	C48337		EQUIP R & M	471.24
	C48520		WELD ON WINCH	40.00
	C48531		EQUIP R & M	227.17
	C48587		EQUIP R & M	84.31
TOTAL FOR: TRUCK & TRAILER SPECIALTIES				822.72
RECYCLE	TWEEDLE, KANDY			
	BIN 2249		RECYCLE BIN RETURN	25.00
TOTAL FOR: TWEEDLE, KANDY				25.00
00651	USA BLUE BOOK			
	127057		WTP SUPPLIES	384.63
TOTAL FOR: USA BLUE BOOK				384.63
10626	VISA			
	DEC 2016		MONTHLY STATEMENT	3,419.56
TOTAL FOR: VISA				3,419.56
REFUND TAX	Wells Fargo			
	01/12/2017		Win Tax Refund 41-20-01-301-003	18.00
TOTAL FOR: Wells Fargo				18.00
02432	WEST MICHIGAN INTERNATIONAL			
	X101057118:01		EQUIP FUND R & M	14.91
	X101057312:01		EQUIP FUND R & M	1,266.25
TOTAL FOR: WEST MICHIGAN INTERNATIONAL				1,281.16
RECYCLE	WESTON, BETH			
	BOM 2107,2160,210		RECYCLE BIN RETURN	30.00
TOTAL FOR: WESTON, BETH				30.00
02548	WITTENBACH GRAND GMC			
	NOV 2016		ACCOUNT STATEMENT	253.13
TOTAL FOR: WITTENBACH GRAND GMC				253.13
RECYCLE	ZANDSTRA, JAMES			
	BIN 2128		RECYCLE BIN RETURN	10.00
TOTAL FOR: ZANDSTRA, JAMES				10.00
TOTAL - ALL VENDORS				871,733.52

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Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	SIXTY TWO DISTRICT COURT	BOND FOR BYRON BOYD	220.00	68971
101-000-040.000	ACCOUNTS RECEIVABLE	TERRA VERDE LANDSCAPING L	FALL PLANTINGS	590.00	69063
101-000-084.015	DUE FROM FIRE AUTHORITY	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	24.78	68982
101-000-084.015	DUE FROM FIRE AUTHORITY	NAPA AUTO PARTS	MONTHLY STATEMENT	8.01	69037
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	SZAWARSKI, BART	RECYCLE BIN RETURN	5.00	68973
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	AKERS, KEN	RECYCLE BIN RETURN	5.00	68977
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	BANKS, DAN	RECYCLE BIN RETURN	25.00	68980
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	BEN, KRISTY	RECYCLE BIN RETURN	5.00	68981
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	BRANHAM, MARILYN	RECYCLE BIN RETURN	5.00	68983
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	BUNDY, ERNESTINE	RECYCLE BIN RETURN	5.00	68984
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	DURAM, DAN	RECYCLE BIN RETURN	5.00	68994
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	ELDGRIDGE, GARY	RECYCLE BIN RETURN	5.00	68997
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	KENT, DENNIS	RECYCLE BIN RETURN	5.00	69020
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	MCGILLEN, TAMI	RECYCLE BIN RETURN	5.00	69030
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	MILLER, SHARON	RECYCLE BIN RETURN	10.00	69034
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	PFALLER, JAMES	RECYCLE BIN RETURN	5.00	69040
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	REAGAN, JIM	RECYCLE BIN RETURN	10.00	69047
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	THOMPSON, SCOTT	RECYCLE BIN RETURN	25.00	69065
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	TWEEDLE, KANDY	RECYCLE BIN RETURN	25.00	69068
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	WESTON, BETH	RECYCLE BIN RETURN	30.00	69073
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	ZANDSTRA, JAMES	RECYCLE BIN RETURN	10.00	69075
Total For Dept 000				1,027.79	
Dept 101 COUNCIL					
101-101-880.000	COMMUNITY PROMOTION	GARY'S MEAT MARKET	CHRISTMAS HAMS/TURKEYS	925.00	69002
Total For Dept 101 COUNCIL				925.00	
Dept 172 MANAGER					
101-172-955.000	MISCELLANEOUS EXPENSE	VISA	MONTHLY STATEMENT	1,107.00	69070
Total For Dept 172 MANAGER				1,107.00	
Dept 209 ASSESSOR					
101-209-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	10.51	69062
101-209-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	11.34	69062
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	REPLACE CK#67792	52.92	69046
101-209-900.000	PRINTING	LOWELL LEDGER	MONTHLY STATEMENT	36.75	69024
Total For Dept 209 ASSESS				111.52	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	6,387.50	68992
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	227.50	68992
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	105.00	68992
Total For Dept 210 ATTORN				6,720.00	
Dept 215 CLERK					
101-215-730.000	POSTAGE	PURCHASE POWER	POSTAGE	585.99	69045
101-215-864.000	CONFERENCES & CONVENTIONS	MAMC	REGISTRATION FEE - SUSAN	600.00	69028
101-215-900.000	PRINTING	LOWELL CITY DIRECTORY	2017 CITY DIRECTORY AD	807.50	69023
101-215-900.000	PRINTING	LOWELL LEDGER	MONTHLY STATEMENT	318.09	69024
101-215-955.000	MISCELLANEOUS EXPENSE	KENT COUNTY CLERKS ASSOC.	MEMBERSHIP - ULLERY/MORLO	15.00	69015
Total For Dept 215 CLERK				2,326.58	
Dept 253 TREASURER					
101-253-740.000	OPERATING SUPPLIES	EARLE PRESS INC.	PAYROLL CHECKS	88.20	68995
101-253-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	333.10	69062
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	DECEMBER 2016 ADMIN FEES	69.00	69001
101-253-801.000	PROFESSIONAL SERVICES	STRATEGIC ACCOUNTING & TA	DECEMBER 2016 AUDIT PREP	455.00	69060
101-253-955.000	MISCELLANEOUS EXPENSE	KENT COUNTY TREASURER'S A	MEMBER SHIP DUES - OLIN/G	50.00	69017
Total For Dept 253 TREASU				995.30	



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Fund 101 GENERAL FUND					
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	HOOPER PRINTING	CITY PERMIT DECALS	43.18	69010
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	51.53	69062
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	47.94	69062
101-265-740.000	OPERATING SUPPLIES	ACTION CHEMICAL	CLEANING SUPPLIES	52.00	68974
101-265-802.000	CONTRACTUAL	FIRE PROS INC.	SPRINKLER INSPECTION - LP	215.00	68999
101-265-802.000	CONTRACTUAL	RED CREEK	TRASH/RECYCLE SERVICE	50.90	69048
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	149.85	68986
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	1,667.16	68987
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	2,271.02	69025
101-265-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	CITY HALL/POLICE SERVICE	89.00	69044
101-265-930.000	REPAIR & MAINTENANCE	RUESINK, KATHIE	CLEANING 1/2 - 1/19/17	240.00	69051
Total For Dept 265 CITY H				4,877.58	
Dept 276 CEMETERY					
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	180.90	69025
101-276-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	6.57	69054
101-276-955.000	MISCELLANEOUS EXPENSE	FINE GARDENING/TAUNTON DI	1 YEAR SUBSCRIPTION	29.95	68998
101-276-955.000	MISCELLANEOUS EXPENSE	GREAT LAKES TRADE EXPOSIT	GLTE REGISTRATION - DEJON	225.00	69005
Total For Dept 276 CEMETE				442.42	
Dept 294 UNALLOCATED MISCELLANEOUS					
101-294-955.000	UNALLOCATED MISCELLANEOUS	TERRA VERDE LANDSCAPING L	FALL PLANTINGS	250.00	69063
Total For Dept 294 UNALLO				250.00	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCAN DEC 2016 - LPD	294.00	69058
101-301-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	16.82	69062
101-301-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	42.51	69062
101-301-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	5.99	68982
101-301-742.000	INVESTIGATIVE EXPENSE	LYNN PEAVEY COMPANY	POLICE DEPT SUPPLIES	34.00	69027
101-301-744.000	UNIFORMS	CURTIS CLEANERS	MONTHLY STATEMENT - LPD C	251.10	68989
101-301-744.000	UNIFORMS	HURST, CHRIS	REIMBURSEMENT BOOTS - HUR	105.99	69011
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	392.85	69039
101-301-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	POLICE COPY MACHINE CONTR	32.93	68993
101-301-930.000	R & M EQUIPMENT	FLAT RIVER ELECTRIC LLC	INSTALL SPEED SIGN	600.00	69000
101-301-930.000	R & M EQUIPMENT	LYNN PEAVEY COMPANY	R & M - POLICE	81.35	69027
101-301-930.000	R & M EQUIPMENT	NAPA AUTO PARTS	MONTHLY STATEMENT	47.14	69037
101-301-930.000	R & M EQUIPMENT	VISA	MONTHLY STATEMENT	172.56	69070
101-301-931.000	R & M POLICE CARS	HAROLD ZEIGLER	ACCOUNT STATEMENT	18.00	69008
101-301-931.000	R & M POLICE CARS	VISA	MONTHLY STATEMENT	112.94	69070
101-301-955.000	MISCELLANEOUS EXPENSE	STATE OF MICHIGAN	APPLICATION FOR SUB PLATE	26.00	69057
101-301-984.000	EQUIPMENT	VISA	MONTHLY STATEMENT	485.92	69070
Total For Dept 301 POLICE				2,720.10	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	DPW CABLE	29.98	68986
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	969.66	68987
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	260.58	69025
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	846.88	69025
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	MAINTENANCE OF STREET LIG	179.27	69025
101-441-930.000	REPAIR & MAINTENANCE	VISA	MONTHLY STATEMENT	83.74	69070
Total For Dept 441 DEPART				2,370.11	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	106.10	68987
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	164.92	69025
101-747-930.000	REPAIR & MAINTENANCE	FIRE PROS INC.	FIRE EXTINGUISHER INSPECT	66.50	68999
Total For Dept 747 CHAMBE				337.52	
Dept 751 PARKS					

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Fund 101 GENERAL FUND					
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	13.45	69054
101-751-740.000	OPERATING SUPPLIES	VISA	MONTHLY STATEMENT	214.00	69070
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	571.06	69025
101-751-930.000	REPAIR & MAINTENANCE	SKYLINE ELECTRIC INC	FAIRGROOUND R & M	1,065.52	69056
Total For Dept 751 PARKS				1,864.03	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	43.55	69025
101-757-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	8.48	69066
Total For Dept 757 SHOWBO				52.03	
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	FIRE PROS INC.	FIRE EXTINGUISHER INSPECT	45.00	68999
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING 1/2 - 1/19/17	120.00	69051
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	1,016.74	68987
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,219.50	69025
101-790-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	110.97	68982
101-790-930.000	REPAIR & MAINTENANCE	MCM I	LIBRARY R & M	500.00	69031
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	MONTHLY STATEMENT	307.78	69035
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY SERVICE CALL	586.25	69044
101-790-930.000	REPAIR & MAINTENANCE	RICKERT ELECTRIC INC	LIBRARY R & M	205.85	69050
101-790-930.000	REPAIR & MAINTENANCE	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	69059
101-790-975.000	BUILDING IMPROVEMENTS	STRUCTURAL DESIGN SERVICE	ROTARY CLUB DECK DRAWINGS	375.00	69061
Total For Dept 790 LIBRAR				4,527.09	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	FIRE PROS INC.	FIRE EXTINGUISHER INSPECT	339.00	68999
101-804-887.000	CONTRIBUTIONS & MAINTENAN	MIDWEST AIR FILTER, INC.	MUSEUM FILTERS	62.88	69033
101-804-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	69059
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	606.23	68987
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	246.88	69025
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	524.34	69022
Total For Dept 804 MUSEUM				1,819.33	
Total For Fund 101 GENERA				32,473.40	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	VISA	MONTHLY STATEMENT	106.00	69070
202-463-802.000	CONTRACTUAL	SANISWEEP, INC.	DIRT REMOVAL TO LANDFILL	2,077.95	69052
Total For Dept 463 MAINTEN				2,183.95	
Dept 474 TRAFFIC					
202-474-802.000	CONTRACTUAL	GR CITY TREASURER	TRAFFICE SIGNAL MAINT	17.51	69003
Total For Dept 474 TRAFFI				17.51	
Total For Fund 202 MAJOR				2,201.46	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	VISA	MONTHLY STATEMENT	107.00	69070
203-463-802.000	CONTRACTUAL	SANISWEEP, INC.	STREET SWEEPING	6,464.00	69052
203-463-802.000	CONTRACTUAL	SANISWEEP, INC.	DIRT REMOVAL TO LANDFILL	2,077.95	69052
Total For Dept 463 MAINTEN				8,648.95	
Dept 478 WINTER MAINTENANCE					
203-478-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	54.95	69054
Total For Dept 478 WINTER				54.95	
Total For Fund 203 LOCAL				8,703.90	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	2,489.24	69025

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Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-930.000	REPAIR & MAINTENANCE	LOWELL LIGHT & POWER	MAINTENANCE OF STREET LIG	496.55	69025
	Total For Dept 463 MAINTENANCE			2,985.79	
	Total For Fund 248 DOWNTOWN			2,985.79	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 443 ARBOR BOARD					
260-443-929.000	TREE FUND EXPENDITURES	TERRA VERDE LANDSCAPING L	FALL PLANTINGS	7,880.00	69063
	Total For Dept 443 ARBOR			7,880.00	
Dept 758 DOG PARK					
260-758-740.000	OPERATING SUPPLIES	CANFIELD PLUMBING & HEATING	DOG PARK WINTERIZE	101.00	68985
260-758-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	49.85	69025
	Total For Dept 758 DOG PARK			150.85	
	Total For Fund 260 DESIGN			8,030.85	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	ARROW ENERGY, INC.	AIRPORT AV GAS	6,131.51	68979
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	622.02	68987
581-000-930.000	REPAIR & MAINTENANCE	LAKE EFFECT SNOW REMOVAL	AIRPORT SNOW PLOWING	405.00	69021
581-000-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLAN	ACCOUNT STATEMENT	34.99	69066
	Total For Dept 000			7,193.52	
	Total For Fund 581 AIRPORT			7,193.52	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	6,602.57	69025
590-000-187.000	BOND ISSUANCE COSTS	DICKINSON WRIGHT PLLC	LEGAL SERVICES - 2016 BON	36,190.00	68992
590-000-276.000	Sewer Inside 5/8"	ALLEN EDWIN HOMES	UB refund for account: 7-	80.92	68978
590-000-276.000	Sewer Inside 5/8"	MAPLEWOOD SQUARE DEVELOPE	UB refund for account: 3-	1.57	69029
590-000-276.000	Sewer Inside 5/8"	MAPLEWOOD SQUARE DEVELOPE	UB refund for account: 3-	4.36	69029
	Total For Dept 000			42,879.42	
Dept 550 TREATMENT					
590-550-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	ENGINEERING SERVICES	1,760.00	69043
590-550-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	LIFT STATION/TRUNK SEWER	8,534.77	69043
590-550-970.000	CAPITAL OUTLAY	KAMMINGA & ROODVOETS, INC	MAIN LIFT STATION PROJECT	399,780.00	69014
	Total For Dept 550 TREATMENT			410,074.77	
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	ADVANCED HYDROVAC INC	WATER R & M	730.00	68976
590-551-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	185.36	68982
590-551-930.000	REPAIR & MAINTENANCE	PLUMMERS ENVIRONMENTAL SE	DONNA ST BACKUP	13,318.80	69042
590-551-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	STATEMENT OF ACCOUNT	17.16	69055
	Total For Dept 551 COLLECTION			14,251.32	
Dept 552 CUSTOMER ACCOUNTS					
590-552-730.000	POSTAGE	POSTMASTER	WATER BILL MAILING	206.44	68970
	Total For Dept 552 CUSTOMER			206.44	
Dept 553 ADMINISTRATION					
590-553-996.000	PAYING AGENT FEES	THE HUNTINGTON NATIONAL B	2016 CAPITAL IMPROVEMENT	500.00	69064
	Total For Dept 553 ADMINISTRATION			500.00	
	Total For Fund 590 WASTEWATER			467,911.95	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water Inside 5/8"	ALLEN EDWIN HOMES	UB refund for account: 7-	82.03	68978
591-000-276.000	Landlord Fee	MAPLEWOOD SQUARE DEVELOPE	UB refund for account: 3-	8.53	69029
591-000-276.000	Landlord Fee	MAPLEWOOD SQUARE DEVELOPE	UB refund for account: 3-	6.49	69029
591-000-276.000	Water	MONGAR, LEIGHANNA	UB refund for account: 2-	53.09	69036
591-000-276.000	Water	PHILLIPS, SUSAN	UB refund for account: 5-	15.09	69041

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 000					
Total For Dept 000				165.23	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	9.99	68982
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP SUPPLIES	35.79	69007
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP LAB SUPPLIES	1,528.42	69013
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP LAB SUPPLIES	15.25	69013
591-570-740.000	OPERATING SUPPLIES	USA BLUE BOOK	WTP SUPPLIES	384.63	69069
591-570-802.000	CONTRACTUAL	SAWYER ENGINE & COMPRESSO	PREVENTIVE MAINT WTP	360.60	69053
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	542.66	68987
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,971.40	69025
591-570-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	WTP DRAIN BACKUP	104.00	68985
Total For Dept 570 TREATM				7,952.74	
Dept 571 DISTRIBUTION					
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION DEC 2016	815.00	69012
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	289.32	68987
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,204.54	69025
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	185.37	68982
591-571-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER DEPT R & M	232.16	68996
591-571-930.000	REPAIR & MAINTENANCE	NORTHERN PUMP & WELL INC.	AIR COMPRESSOR	1,629.00	69038
591-571-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	STATEMENT OF ACCOUNT	17.17	69055
Total For Dept 571 DISTRI				4,372.56	
Dept 572 CUSTOMER ACCOUNTS					
591-572-730.000	POSTAGE	POSTMASTER	WATER BILL MAILING	206.44	68970
Total For Dept 572 CUSTOM				206.44	
Total For Fund 591 WATER				12,696.97	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	EARLE PRESS INC.	AP CHECKS	251.15	68995
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	ACCOUNT STATEMENT	356.00	68975
636-000-802.000	CONTRACTUAL	HASSELBRING-CLARK	COPY MACHING CONTRACT	258.31	69009
636-000-986.000	COMPUTER DATA PROCESSING	DELL MARKETING L P	COMPUTER EQUIP	1,160.64	68991
Total For Dept 000				2,026.10	
Total For Fund 636 DATA P				2,026.10	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-727.000	OFFICE SUPPLIES	VISA	MONTHLY STATEMENT	3.47	69070
661-895-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	2.00	68982
661-895-740.000	OPERATING SUPPLIES	GTW	STATEMENT	31.25	69006
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION, R&M - 2009 INTL WORKSTAR		107.65	68990
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION, R&M - 2009 INTL WORKSTAR		120.00	68990
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	MONTHLY STATEMENT	642.41	69037
661-895-930.000	REPAIR & MAINTENANCE	RHD TIRE	TIRES	1,477.60	69049
661-895-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	65.74	69054
661-895-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	STATEMENT OF ACCOUNT	97.31	69055
661-895-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	16.09	69066
661-895-930.000	REPAIR & MAINTENANCE	TRUCK & TRAILER SPECIALTI	EQUIP R & M	227.17	69067
661-895-930.000	REPAIR & MAINTENANCE	TRUCK & TRAILER SPECIALTI	EQUIP R & M	471.24	69067
661-895-930.000	REPAIR & MAINTENANCE	TRUCK & TRAILER SPECIALTI	WELD ON WINCH	40.00	69067
661-895-930.000	REPAIR & MAINTENANCE	TRUCK & TRAILER SPECIALTI	EQUIP R & M	84.31	69067
661-895-930.000	REPAIR & MAINTENANCE	VISA	MONTHLY STATEMENT	1,026.93	69070
661-895-930.000	REPAIR & MAINTENANCE	WEST MICHIGAN INTERNATIONAL	EQUIP FUND R & M	1,266.25	69072
661-895-930.000	REPAIR & MAINTENANCE	WEST MICHIGAN INTERNATIONAL	EQUIP FUND R & M	14.91	69072
661-895-930.000	REPAIR & MAINTENANCE	WITTENBACH GRAND GMC	ACCOUNT STATEMENT	253.13	69074
661-895-981.000	EQUIPMENT	MICHIGAN CAT	CATERPILLAR	177,070.00	69032

01/13/2017 11:48 AM  
User: LORI  
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 12/29/2016 - 01/13/2017  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 6/7

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-983.000	LEASED ASSETS	MICHIGAN CAT	CATERPILLAR RENTAL 11/24	651.16	69032
Total For Dept 895 FLEET				183,668.62	
Total For Fund 661 EQUIPM				183,668.62	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	63,442.54	69016
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	11,305.53	69016
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	43,501.36	69018
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	5,506.59	69018
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	2,634.34	69016
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	2,525.93	69016
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	10,190.39	69019
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	3,864.67	69004
703-000-275.000	DUE TO TAXPAYERS	Corelogic Real Estate Tax	Win Tax Refund 41-20-02-1	566.75	68988
703-000-275.000	DUE TO TAXPAYERS	Corelogic Real Estate Tax	Win Tax Refund 41-20-02-1	284.86	68988
703-000-275.000	DUE TO TAXPAYERS	Wells Fargo	Win Tax Refund 41-20-01-3	18.00	69071
Total For Dept 000				143,840.96	
Total For Fund 703 CURREN				143,840.96	

01/13/2017 11:48 AM  
User: LORI  
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 12/29/2016 - 01/13/2017  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 7/7

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

Fund 101	GENERAL FUND	32,473.40
Fund 202	MAJOR STREET FUN	2,201.46
Fund 203	LOCAL STREET FUN	8,703.90
Fund 248	DOWNTOWN DEVELOP	2,985.79
Fund 260	DESIGNATED CONTR	8,030.85
Fund 581	AIRPORT FUND	7,193.52
Fund 590	WASTEWATER FUND	467,911.95
Fund 591	WATER FUND	12,696.97
Fund 636	DATA PROCESSING	2,026.10
Fund 661	EQUIPMENT FUND	183,668.62
Fund 703	CURRENT TAX COLL	143,840.96

871,733.52

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

**RESOLUTION NO. 03-17**

**RESOLUTION SETTING COMPENSATION OF BOARDMEMBERS OF  
THE CITY OF LOWELL BOARD OF LIGHT AND POWER**

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

**WHEREAS**, Section 16.1 of Chapter 16 of the City Charter requires the City Council to  
set each year the compensation for Boardmembers of the City's Board of Light and Power; and

**WHEREAS**, the City Council has determined to set such compensation for the 2017  
calendar year.

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

1. That for the 2017 calendar year the compensation for the Boardmembers of the  
City's Board of Light and Power shall be \$35 per regular or special meeting for a maximum of  
20 meetings and a total annual amount of not to exceed \$700.

2. That all resolutions or parts of resolutions to the extent they are in conflict with  
this resolution are hereby rescinded.

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

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

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

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

**RESOLUTION DECLARED ADOPTED.**

Dated: January 17, 2017

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

## **CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on January 17, 2017, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: January 17, 2017

---

Susan Ullery, City Clerk





**LOWELL CITY COUNCIL  
MEMORANDUM**

**DATE: January 13, 2017**

**TO: Mayor Devore and the City Council**

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

**RE: Bow hunting on ten acres of private land.**

---

Recently, there was a request by a local resident about revising Ordinance 13-112. Currently the ordinance allows for hunting with a bow and arrow on property in the City where the owner possesses 10 acres or more. The ordinance prohibits the use of cross bows at this time. The resident is requesting that the cross bow prohibition be stricken from the ordinance.

I discussed this matter with Chief Bukala and he has no concerns with this request. I presented this matter to the City Council at the previous meeting and I sensed there was no concern by the Council to bring this ordinance amendment back for a vote to revise.

The proposed ordinance and resolution are attached for approval.

**I recommend that the City Council approve Ordinance 17-01 to modify Ordinance 13-112 as presented.**

Sec. 13-112. - Hunting with bow and arrow.

A person may hunt for game with bow and arrow within the city limits provided all of the following conditions are met:

- (1) The person has a currently effective license from the state to hunt the game he/she is hunting;
- (2) The person is hunting on a parcel or contiguous parcels of property under sole ownership containing ten (10) acres or more;
- (3) The person has the current written permission of the owner of the property in which he/she is hunting;
- (4) The person complies at all times with all applicable state and local laws, rules and regulations related to the transportation, possession and use of a bow and arrow; and
- (5) That hunting with a cross bow is prohibited.

Three (3) years after the effective date of this section the city council shall review the effect of the application of this section and determine whether it shall be removed or amended.

(Ord. No. 09-03, § 2, 7-6-09)

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**ORDINANCE NO. 17- 01**

**AN ORDINANCE TO AMEND SECTION 13-112, "HUNTING WITH BOW AND ARROW," TO ARTICLE IV, "OFFENSES AGAINST PUBLIC SAFETY," OF CHAPTER 13, "OFFENSES," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL**

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

moved the adoption of the following ordinance:

**THE CITY OF LOWELL ORDAINS:**

**Section 1. Amendment to Section 13-112 to Article IV of Chapter 13.** Section 13-112, "Hunting with bow and arrow," of Article IV, "Offenses Against Public Safety," of Chapter 13, "Offenses," of the Code of Ordinances of the City of Lowell is amended to read as follows:

**Sec. 13-112. Hunting with bow and arrow**

A person may hunt for game with bow and arrow including a crossbow within the city limits provided all of the following conditions are met.

- (1) the person has a currently effective license from the State of Michigan to hunt the game he/she is hunting;
- (2) the person is hunting on a parcel or contiguous parcels of property under sole ownership containing 10 acres or more;
- (3) the person has the current written permission of the property owner in which he/she is hunting; and
- (4) the person complies at all times with all applicable State of Michigan and local laws, rules and regulations related to the transportation, possession and use of a bow and arrow including a crossbow.

**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 \_\_\_\_\_

\_\_\_\_\_

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

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

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

**ORDINANCE DECLARED ADOPTED.**

Dated: January 17, 2017

\_\_\_\_\_  
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 January 17, 2017, 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 \_\_\_\_\_, 2017. I further certify that the above ordinance was entered into the Ordinance Book of the City on \_\_\_\_\_, 2017, and was effective \_\_\_\_\_, 2016, ten (10) days after publication.

Dated: \_\_\_\_\_, 2017

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

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# LOWELL CITY COUNCIL

## MEMORANDUM

**DATE:** January 13, 2017

**TO:** Mayor Devore and the City Council

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

*MB*

**RE:** Retaining of Labor Counsel.

---

The City has exercised the practice for many years of retaining labor counsel different than the City Attorney. Our City Attorney does not handle and has not managed labor negotiations for the City. The City has two labor groups (Police and DPW), in which, both labor groups have contracts that expire on June 30, 2017.

I would like to retain legal counsel for the labor negotiation process. While I am experienced on negotiating labor contracts and Article 312 Arbitrations from both the employer and labor perspective, I believe having legal counsel is a necessity throughout negotiation. This will do two things, it will make sure the City is protected legally through this process and this person will be the official spokesperson for the employer in this matter.

One other reason I am looking to do this is there is always the possibility of impasse during these processes. While, there is a perception of an adversarial process during labor negotiations, I have always tried to be involved in labor negotiations that meet the concerns of the employer and labor in an amicable fashion. The person I am asking the City to hire has worked with me for many years in this capacity.

I am requesting the City to retain the Counsel of Attorney Stephen Schultz of Fahey, Schultz, Burzych, Rhodes PLC in Okemos. Mr. Schultz is the City Attorney and led labor negotiations in Fenton during my entire tenure. I attached his biography and it will show that he has represented both labor and municipalities and is an expert in labor negotiations and municipal and private sector labor law. We had some very trying experiences during my period in Fenton and Mr. Schultz was integral in helping resolve these matters in a professional and amicable matter that I believe has been fair for both the employer and employee.

Mr. Schultz's fee is \$250 per hour. As this is a professional service, I did not seek quotations from any other vendor. I am asking for Mr. Schultz to represent us, because I do not want to continue the issues that precipitated from the last time the City negotiated in the labor process and the backlash from it. I believe the hiring of Mr. Schultz will end that practice.

**I am recommending that the City Council retain Stephen Schultz from Fahey, Schultz, Burzych, Rhodes PLC at a cost not to exceed \$250 for the purpose of labor negotiations.**



## Stephen O. Schultz



Fahey Schultz Burzych Rhodes PLC  
4151 Okemos Road  
Okemos, Michigan 48864  
Direct: (517) 381-3151  
Fax: (517) 381-3171  
[sschultz@fsbrlaw.com](mailto:sschultz@fsbrlaw.com)

Stephen O. Schultz is a founding partner of the firm. For over thirty years, he has dedicated himself to the representation of municipalities across the state of Michigan and to protecting the interests of employers in both the private and public sectors. He has been recognized by the national publication, "The Best Lawyers in America," as an experienced labor attorney in the representation of employers in labor and employment law. He is also listed in the publication "Michigan Super Lawyers" as an experienced lawyer in the field of Labor and Employment Law. He holds the highest rating available from the Martindale-Hubbe Law Directory.



Steve's practice has focused on the representation of municipalities in a wide range of matters including those arising under the Home Rule Cities or township enabling statutes, the Open Meetings Act, the Freedom of Information Act, Michigan's Public Employment Relations Act, the Downtown Development Authority Act and myriad other statutes applicable to municipalities across the state. For many years Steve has served and continues to serve as a City Attorney, Township Attorney, Library Attorney, and counsel to counties, DDAs and other specialized authorities from the Sault to St. Joseph to the Detroit area and throughout Mid Michigan. He is a committed advocate for the interests of municipalities and a firm believer in the benefits of local control of local concerns.

Stephen O.  
Schultz

In representing employers as a labor attorney, Steve is heavily involved in the negotiation of collective bargaining agreements and in the defense of employers in civil rights, unfair labor practice, and contract claims. He is regularly found appearing before the National Labor Relations Board, the Michigan Employment Relations Commission, and numerous arbitrators on behalf of his clients. He has bargained collective bargaining agreements with virtually every labor organization representing employees in Michigan including the UAW, the Teamsters, AFSCME, the OPEIU, and the organizations representing police and firefighters across the state. As to these latter organizations, he is well versed in the unique procedures and vagaries of Act 312 as it relates to the contracts for Police and firefighter bargaining units.

Steve is a frequent speaker and writer on topics of interest to employers and municipalities. Several times each year, you will find him presenting seminar sessions on a wide variety of topics relevant to employers in both the private and public sectors, and to cities, townships, counties, downtown development and other special authorities and public libraries. Over the years, Steve has served as the Chair of the governing council of the Public Corporation Law Section of the State Bar of Michigan and Editor of the "Public Corporation Law Quarterly." He has also served as an instructor of Local Government Administrative Law for the Masters of Public Administration Program at Oakland University in Rochester, Michigan and authored dozens of articles and contributed to publications for many years on a wide range of topics.

Steve was admitted to the Michigan Bar in 1978 after attending Wayne State University Law School. Prior to attending Wayne State, Mr. Schultz received a Bachelor of Arts from Oakland University and a Masters of Arts concentrating in Public Administration from Michigan

State University.

Steve, and his charming wife, Jane, love spending their spare time with their three sons. When he finds a moment, though, he also enjoys a round of golf or roaring downhill on a pair of skis.

Posted in: Municipalities, Labor & Employment

*Dedicated to serving your legal needs.*

REQUEST CONSULTATION

## Attorneys

William K. Fahey

Stephen O. Schultz

Mark J. Burzych

Stephen J. Rhodes

Stacy L. Hissong

Ross K. Bower II

Helen E. R Mills

Lauren K. Dutcher

Christopher S. Patterson

Michael J. Cole

John S. Brennan

Bruce R. Maters

Stephen A. Delie

Matthew A. Kuschel

Anthony C. Gentner

What others are saying  
about **FSBR Law**  
*read all testimonials »*

*"Schultz's easy-going, capable demeanor made him a pleasure to work with."*

*- John Barker, Union Charter Township*

Fahey Schultz Burzych Rhodes PLC

4151 Okemos Road, Okemos, MI 48864

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STEPHEN O. SCHULTZ

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December 15, 2016

*Via E-mail*

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

Dear Mr. Burns:

***Re: Representation re Collective Bargaining***

It was a pleasure speaking with you today. As I mentioned on the telephone, I am sending you this draft engagement letter to set forth the terms of our representation if the City Council approves our hire. As is typical in this day and age, and if the City Council so approves, this engagement letter will confirm our representation of the City's interests. Our representation will officially commence, and we will serve as counsel to the City when we have received a copy of this letter signed by you. This letter serves as an agreement about the nature and scope of our relationship.

First, this firm is dedicated to the highest ethical standards. I have checked our records and see nothing that would ethically interfere with our representation of the City. We have no conflicts of interest to my knowledge. Although I do not believe that your interests are directly adverse to interests of another client, if such circumstances were to arise, the firm could withdraw from representing the City. The firm also may represent existing or new clients in any matter that is not substantially related to our work for you.

Second, during our representation, we will need to receive information from you that will likely include confidential information. We will hold strictly confidential all sensitive or proprietary information you give us during the course of our dealings. We will not reveal your confidences or secrets without your consent. If the firm, through its representation of the City, obtains confidential information that conceivably could be used by another client to your material disadvantage, we may have to withdraw from representing you or that other client in order to avoid a conflict of interest.

Third, our responsibility in representing the City is, of course, to do so in a manner that is consistent with the customary professional practices and requirements for handling matters of this sort. In turn, we will need your full and timely cooperation. As mentioned above, this will likely include providing us with written materials relating to the matters for which you are retaining us.

Fourth, the firm and I will pursue this matter on the City's behalf conscientiously and without delay, but with regard for the firm's workload and the nature of the legal system. I will keep you informed about the status of all matters, and I welcome requests for information at any time. Please call at any time that you may have questions.

Michael Burns, City Manager  
December 15, 2016  
Page 2

Finally, we hope to establish a mutually rewarding and enduring relationship with the City, and hope that, in the end, you will be pleased with our service. Nevertheless, you are free to terminate our services at any time by written notice to us to that effect. We may also terminate our services to you by written notice, if you unreasonably fail to cooperate with us, if you fail to pay our monthly statements in a timely manner, or if we determine that our continued representation of you would violate the rules of professional responsibility applicable to lawyers or would otherwise be impractical. Clearly, I do not expect any of that to be the case, however.

In the interest of assuring that you are fully aware of our anticipated services and how you will be charged for these services, our services will be rendered on an hourly basis. My hourly rate is presently \$250, and other attorneys in the firm are presently billing at rates from \$150.00 to \$310.00 per hour, depending upon experience and expertise. However, our typical municipal rates are capped at \$200 per hour where we serve as general counsel. Though our representation is limited to those labor and employment matters on which you may request our services, this capped rate will apply to our representation.

We invoice our clients monthly at the beginning of each month. We can deliver our invoices to you by first class mail or by e-mail, whichever you prefer. In addition, if you prefer to pay our invoices by electronic transfer (ACH), we can arrange that as well. Invoices not paid within sixty (60) days will be charged interest of 1% per month from the date of the invoice.

Our invoices are detailed and indicate the date of service, the attorney providing service, the task performed, the amount of time expended, and the charge. The invoice also itemizes any actual out-of-pocket cost items we incur in your representation, including certified mail fees, delivery service fees, and filing fees. Any other costs will be few, however, as we do not charge for copies made in-house, regular U.S. postage, faxes, or other costs that are typically considered overhead. We will not charge any fees for mileage for any travel from our offices to the City for bargaining sessions. Should other travel be required, however, mileage over twenty-five (25) miles from our Okemos office (using the IRS Standard Mileage Rate) would be charged.

Although this letter is intended to deal with the collective bargaining matters we discussed briefly, it will also govern any other legal services that you may request in the future, unless we mutually agree in writing to a different arrangement with respect to future matters. To the extent we can help you in some other way, we would be happy to do so.

Should you have any questions about this letter, please do not hesitate to call me. If the City Council and you agree with the above, please return a signed copy of this letter so we can officially begin to represent your interests. I look forward to working with you.

Very truly yours,

FAHEY SCHULTZ BURZYCH RHODES PLC

A handwritten signature in black ink, appearing to read "Stephen O. Schultz". The signature is fluid and cursive, with the first name "Stephen" and last name "Schultz" being clearly legible.

Stephen O. Schultz

SOS/arm

Michael Burns, City Manager  
December 15, 2016  
Page 3

AGREED:

By: \_\_\_\_\_  
Michael Burns, Lowell City Manager

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



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

**DATE:** January 12, 2017

**TO:** Mike Burns *MB*  
City Manager

**FROM:** Rich LaBombard  
Director of Public Works

**RE:** Recommendation to accept bid  
500,000 gallon reservoir interior painting

---

On December 21, 2016, the City received and opened four bids for the proposed 500,000 gallon reservoir roof repainting project at the Water Treatment Plant. The City's engineering and inspection vendor, Dixon Engineering of Lake Odessa, reviewed each of the bids and verified the qualifications and references of each submittal. I recommend the City accept the low bid provided by Industrial Painting of Taylor, Michigan, and award the work in the amount of \$67,400.

Funds for this activity are available in the Water Fund – Capital Outlay, account 591-570-970. This activity is a routine asset maintenance project that was previously done in 1994.



**DIXON**

ENGINEERING AND  
INSPECTION SERVICES  
FOR THE COATING INDUSTRY

1104 Third Avenue  
Lake Odessa, MI 48849  
Telephone 1-616-374/3221  
Fax 1-616-374/7116

December 29, 2016

Mr. Brian Van Veelen, Water Plant Superintendent  
City of Lowell  
301 E. Main St.  
Lowell, MI 49331

Subject: 500,000 Gallon Reservoir Interior Roof Repainting— Recommendation for  
Award

Dear Brian:

Dixon Engineering has reviewed the bids submitted for wet interior roof repainting of the City's 500,000 gallon reservoir, and recommends award to the low bidder, Industrial Painting of Taylor, MI for the bid amount of \$67,000. This is slightly over our project estimate of \$52,000 from our 2015 inspection report. Bidding was competitive with 6 bids received, however two bids from L.C. United Painting and L&T Painting were delivered late and were rejected by the City. Industrial Painting is a prequalified contractor with Dixon for projects of this scope and has successfully completed many similar projects. Their recent projects include tanks in Durand, Burton, Manistee, and Monroe.

Enclosed for your review and action are three copies of the Notice of Award. After City approval, please sign and forward all three copies to the contractor for signature. Instruct the contractor to return one copy to the City, forward a copy to our office, and retain a copy for his files. Also, please notify the contractor to forward to our office the required bonds and certificate(s) of insurance for inclusion in the contract documents.

Also enclosed is our proposal to provide project administration and field inspection services for the project.

If you have any questions regarding our recommendation, please contact me at (616) 374-3221, ext. 303.

FOR DIXON ENGINEERING, INC.,

*Ira Gabin / RK*

Ira M. Gabin, P.E.  
Vice President

Members: Steel Structures Painting Council  
American Water Works Association  
Consulting Engineers Council

## Bid Tabulation

Project:	Lowell Water Treatment Plant - 500,000 Gallon Reservoir - Wet Interior Painting
Date:	December 21, 2016 @ 2:00 p.m.
Location:	Lowell City Hall

Bid #	Vendor Name and Address	Bid Bond Included?	Lump Sum Amount
1	Pittsburg Tank and Tower Group P.O. Box 1849 Henderson, KY 42419	Yes	\$82,284.00
2	Worldwide Industries Corp P.O. Box 1681 470 Mitchell Hill Road Butler, PA 16003-1681	Yes	\$69,000.00
3	Seven Brothers Painting, Inc. 50805 Rizzo Drive Shelby Twp, MI 48315	Yes	\$100,500.00
4	Industrial Painting Contractors, Inc. 25163 Darin Road Taylor, MI 48180	Yes	\$67,400.00



# DIXON

**ENGINEERING & INSPECTION SERVICES  
FOR THE COATING INDUSTRY**

5307 South 92nd Street  
Suite 125  
Hales Corners, WI 53130  
Telephone: (414) 529-1859  
Fax: (414) 529-3120

**Proposal/Contract Agreement  
for Steel Reservoir  
500,000 Gallon Steel Reservoir, #22-41-05-02**

The Agreement is between Dixon Engineering, Inc. (DIXON) and the City of Lowell, Michigan (Owner) to contract with DIXON for technical services for the 500,000 Gallon Steel Reservoir (Project). This Agreement inclusive together with any expressly incorporated appendix or Schedule constitutes the entire Agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

**1.01 BASIC AGREEMENT**

DIXON shall provide, or cause to be provided, services detailed in Scope of Services and Owner agrees to pay DIXON as compensation for their services the fee/lump sum of Eight Thousand, Three Hundred dollars (\$8,300.00). Terms of charges and payments per details in Schedule B. (Prices quoted are subject to change ninety (90) days after proposal date, if not contracted.)

**2.01 SCOPE OF SERVICES**

Project Administration, Pre-Construction Meeting, and Paint Inspection Services per Schedule A

**3.01 SIGNATURES**

Ira M. Gabin, P.E., Vice President

December 23, 2016

PROPOSED by DIXON (Not a contract until approved by an officer)

PROPOSAL DATE

\_\_\_\_\_  
CONTRACT APPROVED by OWNER

\_\_\_\_\_  
POSITION

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CO SIGNATURE (if required)

\_\_\_\_\_  
POSITION

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CONTRACT APPROVED by DIXON OFFICER

\_\_\_\_\_  
POSITION

\_\_\_\_\_  
EFFECTIVE CONTRACT DATE

**Members: Society of Protective Coatings • American Water Works Association  
Consulting Engineers Council**

**SCHEDULE A**  
**500,000 Gallon Steel Reservoir, #22-41-05-02**  
**Lowell, Michigan**

**I. Project Administration:**

1. Project administration for the purpose of coordinating the inspection program, local inspector assistance, secretarial services, shop drawing review, and project finalization.
2. Review Contractor's Schedule of Values and work schedule.
3. Review shop drawings for compliance with technical specifications.
4. Review all requests for change orders and make recommendations to the Owner.
5. Perform services expected of Engineer and detailed in the EJCDC General Conditions.

**II. Pre-construction Meeting:**

1. Attend a pre-construction meeting, and distribute minutes to major participants. Topics of discussion will include Contractor's:
  - a. emergency response plan,
  - b. responsibilities to the Owner,
  - c. responsibilities to her/his workers,
  - d. responsibilities to the public
  - e. inspection start time
  - f. inspection schedule
  - g. liquidated damages
2. Contractor will have submittals which are to be submitted ten (10) days prior to the pre-construction meeting. Some of these include: Contractor's schedule, ventilation, fall prevention, confined space, waste hauler certifications, welder certifications, etc. These will be reviewed prior to meeting and only deficiencies discussed.

**III. Critical Phase Inspections:**

**A. Wet Interior – Painting:**

1. Five (5) visits to inspect interior abrasive blast cleaning for thoroughness, surface profile, and compliance with specifications.
2. One (1) visit to inspect the interior primer coat for uniformity, coverage, and dry film thickness, prior to application of the succeeding paint coat.
3. One (1) visit to inspect the interior intermediate coating uniformity, coverage, dry film thickness, and holiday detection, prior to application of the succeeding paint coat.
4. One (1) visit to inspect the interior stripe coat for uniformity, coverage, and thoroughness.
5. One (1) visit to inspect the interior topcoat for uniformity, coverage, performance, and dry film thickness for compliance with specifications. Examine the overall project for possible damage caused by equipment removal. Inspect the application of top coats/installation of screens, light bulbs, etc.



6. One (1) visit to inspect application of seam sealer to the roof lap seams.

**B. Project Finalization**

1. One (1) visit to formulate a punch list of items to complete.

2. One (1) visit to finalize the project to assure all items in the contract specifications have been completed, and the quality of workmanship meets contract requirements.

Collection of samples will be taken during regularly scheduled visits.

**SCHEDULE B**  
**500,000 Gallon Steel Reservoir, #22-41-05-02**  
**Lowell, Michigan**

1. Compensation for Schedule A – Project Administration, shall be the time and material fee of \$900.00. Payment due as project progresses.
2. Compensation for participation at the pre-construction meeting shall be the lump sum fee of \$500.00, and will include preparation and travel time.
3. Compensation for paint inspections, Schedule A – Critical Phase Inspections is \$6,900.00 based on a \$575.00 per visit fee with twelve (12) visits recommended.
4. Invoices will be compiled after the 20<sup>th</sup> of the month and shall include from the 20<sup>th</sup> of the preceding month to the 20<sup>th</sup> of the invoiced month.
5. All DIXON service invoices which are paid within ten (10) days of date of issue shall be discounted (Owner's favor) one percent (1%).
6. Failure by the Contractor to notify DIXON of the necessity to change inspection dates more than twenty-four (24) hours in advance and which results in unnecessary travel and/or expense to DIXON shall cause this travel and expense to be considered an additional service, and DIXON shall be compensated for travel and/or expense under the provisions of Schedule C of the Agreement.
7. Requests for attending council meetings shall be forthcoming from the Owner in writing unless other arrangements are made between the Owner and DIXON. Attendance of council meetings shall be considered an additional service and DIXON shall be compensated under the provisions of Schedule C of the Agreement.

## SCHEDULE C

### Engineering Services Fees

<u>Labor Class</u>	<u>Per Hour</u>	<u>*Overtime Rate</u>
Principal.....	\$175.00	
Principal Expert Witness (Office, Travel & Court).....	\$285.00	
Expert Witness (Office, Travel & Court).....	\$200.00	
Project Manager.....	\$125.00	
Registered Professional Engineer.....	\$125.00	
Certified NACE Inspector.....	\$100.00	
Assistant Project Manager.....	\$100.00	
Staff Engineer.....	\$85.00 to \$100.00	
CAD Supervisor.....	\$75.00 to \$90.00	
CAWI or CWI Welding Inspector.....	\$90.00 to \$125.00	
Inspector – Level III.....	\$65.00 to \$80.00	
Inspector – Level II.....	\$65.00 to \$75.00	
Inspector – Level I.....		
CAD Technician.....	\$70.00 to \$80.00	
Secretarial Services.....	\$50.00 & expenses	
Bookkeeping Services.....	\$44.00	
Project Status Meetings w/Project Engineers and Council or Board Meetings.....	Time and Expenses, Including Preparation Time	

\*All Saturday, Sunday, and holiday inspections are overtime rate. Overtime rate is 1 ½ time the hourly rate. Overtime rate does not apply to Principal.

#### Expenses:

	<u>Metropolitan</u>	<u>Non-Metropolitan</u>
Mileage.....	\$0.70/mile (including tolls)	\$0.60/mile
Meals & Lodging, .....	\$145 per diem (may be increased based on location)	\$135 per diem
Without Lodging.....	\$35/day	\$30/day
Air Travel.....	Business fare from Grand Rapids, Chicago O'Hare, or Milwaukee, plus full size car rental	
Material (gaskets, cathodic protection caps, etc.).....	Negotiated	

FEES EFFECTIVE THROUGH DECEMBER 31, 2016

Revised 01/22/2016

#### **4.01 ADDITIONAL SERVICES**

- A. If additional services are Requested and Authorized by the Owner which are not within the proposed Scope of Services (Schedule A) or because of changes in the Project, these additional services will be on a time and material basis per fee schedule of attached Schedule C.**
- B. Delay by the Owner in completing the work, which is their responsibility per Schedule A (Owner) and which extends the amount of time required for DIXON to complete their work, will be charged as an Additional Service.**
- C. Failure by the Owner to notify DIXON of the necessity to change inspection dates more than twenty-four (24) hours in advance and which results in unnecessary travel and/or expense to DIXON shall cause this travel and expense to be charged as Additional Service.**

#### **5.01 Termination**

- A. The obligation to provide further services under this Agreement may be terminated:**
  - 1. For cause,**
    - a. By either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Agreement will not terminate as a result of substantial failure under paragraph 5.01.A.1.a if the party receiving such notice begins, within seven (7) days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than thirty (30) days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such thirty (30) day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, sixty (60) days after the date of receipt of the notice.**
    - b. By DIXON upon seven (7) days written notice:**
      - 1) If Owner fails to pay invoices within sixty (60) days.**
      - 2) Upon seven (7) days written notice if the DIXON's services for the Project are delayed or suspended for more than ninety (90) days for reasons beyond DIXON's control.**
      - 3) If DIXON believes that Engineer is being requested by Owner to furnish or perform services contrary to Engineer's responsibilities as a licensed professional.**
      - 4) DIXON shall have no liability to Owner on account of such termination.**
  - 2. For Convenience,**
    - a. By Owner effective upon the receipt of notice by DIXON.**
- B. The terminating party may set the effective date of termination at a time up to thirty (30) days later to allow Engineer to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.**

#### **6.01 Controlling Law**

- A. This Agreement is to be governed by the law of the state in which the Project is located.**

7.01 Successors, Assigns, and Beneficiaries

- A. OWNER and DIXON and their successors are hereby bound to successors and legal representatives of the other to the extent permitted by law in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither OWNER nor DIXON may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement.

8.01 General Considerations

- A. The **Standard of Care** for all professional engineering and related services performed or furnished by DIXON under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. DIXON makes no warranties, expressed or implied, under this Agreement or otherwise, in connection with Contractor's services. DIXON and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.
- B. DIXON shall **Not** at any time **Supervise**, direct, or have control over any of the **Owner's** work, nor shall DIXON have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by Owner, for safety precautions and programs incident to Owner's performance of Schedule A (Owner's).
- C. All **Design Documents** prepared or furnished by DIXON are instruments of service, and DIXON retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.
- D. DIXON agrees to defend, **Indemnify**, and hold harmless the Owner, its officers, agents, and employees, from and against legal liability for all claims, losses, damages, or expenses to the extent such claims, losses, damages, or expenses are caused by Engineer's negligent or intentional acts, errors, or omissions. Limits of liability for negligence are based on the comparative negligence principle.
- E. The parties acknowledge that DIXON's Scope of Services does not include any services related to a **Hazardous Environmental Condition** (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). DIXON acknowledges that some hazardous metals may be encountered in coatings.

8.02 Severability

- A. If any clause or paragraph or sentence is found to be in opposition to any law in the state of the Project, that clause or paragraph or sentence may be severed from the Agreement with no effect on remaining clauses.

8.03 Headings

- A. Article and paragraph headings are inserted for convenience only and do not constitute parts of these General Conditions. Words in the first sentence are in bold to act as secondary headings and should not be interpreted any different than a numbered heading.

## NOTICE of AWARD

To: **Industrial Painting Contractors  
25163 Darin Rd.  
Taylor, MI 48180**

Contract: **City of Lowell, Michigan  
500,000 Gallon Reservoir  
Wet Interior Roof Repaint  
and Miscellaneous Repairs**

Project Scope (selected line items):  
**Overflow Flap Gate (\$2,500)  
Wet Interior Roof Repaint (\$63,400)  
Seam Sealer (\$1,500)**

The Owner has considered the Bid submitted by you for the above described work in response to its Advertisement for Bids and Information for Bidders dated December 21, 2016.

You are hereby notified that your Bid has been accepted for the line items listed in the Project Scope in the amount of \$67,400.

You are required by the Information for Bidders to execute the Agreement and furnish the required Contractor's Performance Bond, Payment Bond, and Certificate(s) of Insurance within ten (10) calendar days from the date of this Notice to you. If you fail to execute said Agreement and to furnish said Bonds within ten days from the date of this Notice, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your Bid as abandoned and as a forfeiture of your Bid Bond. The Owner will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE of AWARD to the Owner.

Dated this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF LOWELL, MICHIGAN

By \_\_\_\_\_

Title \_\_\_\_\_

**ACCEPTANCE of NOTICE**

Receipt of the above NOTICE of AWARD is hereby acknowledged by Industrial Painting Contractors,  
this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**INDUSTRIAL PAINTING CONTRACTORS**

**By** \_\_\_\_\_

**Title** \_\_\_\_\_

**LOWELL POLICE DEPARTMENT  
MONTHLY REPORT SUMMARY  
CALENDAR YEAR 2016**

Complaint Book Total		174	355	548	727	918	1128	1366	1598	1822	2056	2301	2505	15498
Activity	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Year Total	
Total Arrests	26	16	15	24	24	28	34	34	15	27	19	19	281	
Alcohol (MIP/Open Intox)	1	1	2	4	7	2	2	0	0	0	3	2	24	
Drug Law Violations	4	2	3	10	4	3	0	6	2	0	1	4	39	
Drunk Driving	2	0	2	3	1	3	3	2	1	2	1	4	24	
Suspended License	5	3	1	1	3	2	9	6	5	5	2	2	44	
Warrant Arrest	5	5	4	4	6	10	7	11	1	11	7	3	74	
Other Arrests	9	5	3	2	3	8	13	9	6	9	5	4	76	
Assault	0	0	1	1	1	2	2	2	0	0	0	0	9	
Assault (Civil)	6	3	2	2	7	5	8	3	7	3	5	3	54	
Assault (Domestic)	3	3	3	0	2	0	1	3	4	3	4	2	28	
Assist from Other Agency	10	10	5	5	11	10	8	11	0	9	5	7	91	
Assist to Other Agency	10	13	16	10	17	12	11	12	5	10	12	8	136	
Assist to Citizen	23	36	37	32	22	40	31	54	42	51	46	48	462	
Breaking & Entering	2	1	0	1	2	2	1	2	3	3	2	2	21	
Disorderly Conduct	3	1	2	4	5	8	6	2	1	5	5	1	43	
Dog Complaints	0	1	1	5	9	3	3	2	5	3	2	3	37	
Larceny	4	4	5	2	7	10	16	5	7	7	6	5	78	
Malicious Destruction	3	1	3	2	6	3	2	4	1	2	3	2	32	
Motorist Assist	15	14	11	10	11	8	22	10	14	15	8	19	157	
Ordinance Violations	5	11	10	6	12	11	28	36	28	17	29	17	210	
Accident Total	15	10	10	12	7	11	10	12	14	13	19	11	144	
{Property Damage}	15	10	9	12	6	6	9	10	13	10	18	11	129	
{Personal Injury}	0	0	1	0	1	5	1	2	1	3	1	0	15	
Citations Issued	25	25	19	27	18	13	14	38	26	17	18	28	268	
Traffic Stops: Warned	90	131	122	85	75	55	56	76	70	84	59	98	1001	
Total # of Traffic Stops	98	148	133	91	84	65	67	89	86	94	62	113	1130	



**LOWELL POLICE DEPARTMENT  
ASSISTING OTHER AGENCIES  
DECEMBER 2016**

COMP #	DATE	NATURE OF INCIDENT	DEPARTMENT	STATUS	VENUE
16-2327	12/4/2016	PD Accident	KCSD	Assisted	Lowell
16-2346	12/7/2016	Attempt to locate a suspect	IONIA CO	Assisted	City of Lowell
16-2368	12/11/2016	Attempt to locate a suspect	KCSD	Assisted	Vergennes
16-2388	12/13/2016	PD Accident	KCSD	Assisted	City of Lowell
16-2447	12/21/2016	Deliver message	MSP	Assisted	Lowell
16-2454	12/22/2016	Warrant Arrest	US MARSHAL	Assisted	City of Lowell
16-2457	12/22/2016	Domestic	KCSD	Assisted	Lowell
16-2464	12/23/2016	Slide-off	KCSD	Assisted	Ada

**LOWELL POLICE DEPARTMENT  
ASSIST FROM OTHER AGENCIES**

**DECEMBER 2016**

<b>COMP #</b>	<b>DATE</b>	<b>NATURE OF INCIDENT</b>	<b>DEPARTMENT</b>	<b>STATUS</b>
<b>16-2308</b>	<b>12/1/2016</b>	<b>Attempt Suicide</b>	<b>KCSD</b>	<b>Back-up</b>
<b>16-2309</b>	<b>12/1/2016</b>	<b>Suspicious</b>	<b>KCSD</b>	<b>Back-up</b>
<b>16-2370</b>	<b>12/11/2016</b>	<b>Domestic Assault</b>	<b>KCSD</b>	<b>Back-up</b>
<b>16-2379</b>	<b>12/12/2016</b>	<b>Verbal Domestic</b>	<b>KCSD</b>	<b>Back-up</b>
<b>16-2380</b>	<b>12/12/2016</b>	<b>Suspicious Subject</b>	<b>KCSD</b>	<b>Back-up</b>
<b>16-2411</b>	<b>12/16/2016</b>	<b>Verbal Domestic</b>	<b>KCSD</b>	<b>Back-up</b>
<b>16-2466</b>	<b>12/25/2016</b>	<b>Check Well-being</b>	<b>UNKNOWN</b>	<b>Assisted</b>

**MONTHLY COMPARISON TOTALS  
DECEMBER 2015 AND 2016**

<b>ACTIVITY</b>	<b>DECEMBER</b>	<b>2015 YEAR-TO-DATE</b>	<b>DECEMBER</b>	<b>2016 YEAR-TO-DATE</b>
<b>Total Arrests</b>	<b>20</b>	<b>307</b>	<b>19</b>	<b>281</b>
<b>Alcohol (MIP/Open Intox)</b>	<b>0</b>	<b>25</b>	<b>2</b>	<b>24</b>
<b>Drug Law Violations</b>	<b>7</b>	<b>57</b>	<b>4</b>	<b>39</b>
<b>Drunk Driving</b>	<b>4</b>	<b>19</b>	<b>4</b>	<b>24</b>
<b>Suspended License</b>	<b>5</b>	<b>29</b>	<b>2</b>	<b>44</b>
<b>Warrant Arrest</b>	<b>3</b>	<b>102</b>	<b>3</b>	<b>74</b>
<b>Other Arrests</b>	<b>1</b>	<b>75</b>	<b>4</b>	<b>76</b>
<b>Assault</b>	<b>3</b>	<b>15</b>	<b>0</b>	<b>9</b>
<b>Assault (Civil)</b>	<b>2</b>	<b>25</b>	<b>3</b>	<b>54</b>
<b>Assault (Domestic)</b>	<b>1</b>	<b>40</b>	<b>2</b>	<b>28</b>
<b>Assist from Other Agency</b>	<b>7</b>	<b>110</b>	<b>7</b>	<b>91</b>
<b>Assist to Other Agency</b>	<b>16</b>	<b>183</b>	<b>8</b>	<b>136</b>
<b>Assist to Citizen</b>	<b>21</b>	<b>257</b>	<b>48</b>	<b>462</b>
<b>Breaking &amp; Entering</b>	<b>0</b>	<b>8</b>	<b>2</b>	<b>21</b>
<b>Disorderly Conduct</b>	<b>6</b>	<b>38</b>	<b>1</b>	<b>43</b>
<b>Dog Complaints</b>	<b>2</b>	<b>38</b>	<b>3</b>	<b>37</b>
<b>Larceny</b>	<b>2</b>	<b>81</b>	<b>5</b>	<b>78</b>
<b>Malicious Destruction</b>	<b>2</b>	<b>29</b>	<b>2</b>	<b>32</b>
<b>Motorist Assist</b>	<b>8</b>	<b>128</b>	<b>19</b>	<b>157</b>
<b>Ordinance Violations</b>	<b>6</b>	<b>179</b>	<b>17</b>	<b>210</b>
<b>Accident Total</b>	<b>9</b>	<b>133</b>	<b>11</b>	<b>144</b>
<b>{Property Damage}</b>	<b>8</b>	<b>122</b>	<b>11</b>	<b>129</b>
<b>{Personal Injury}</b>	<b>1</b>	<b>11</b>	<b>0</b>	<b>15</b>
<b>Citations Issued</b>	<b>34</b>	<b>329</b>	<b>28</b>	<b>268</b>
<b>Traffic Stops: Warned</b>	<b>93</b>	<b>1151</b>	<b>98</b>	<b>1001</b>
<b># of Traffic Stops Made</b>	<b>112</b>	<b>1270</b>	<b>113</b>	<b>1130</b>
<b>TOTAL COMPLAINTS</b>	<b>185</b>	<b>2231</b>	<b>204</b>	<b>2505</b>

# Lowell Area Fire Dept.

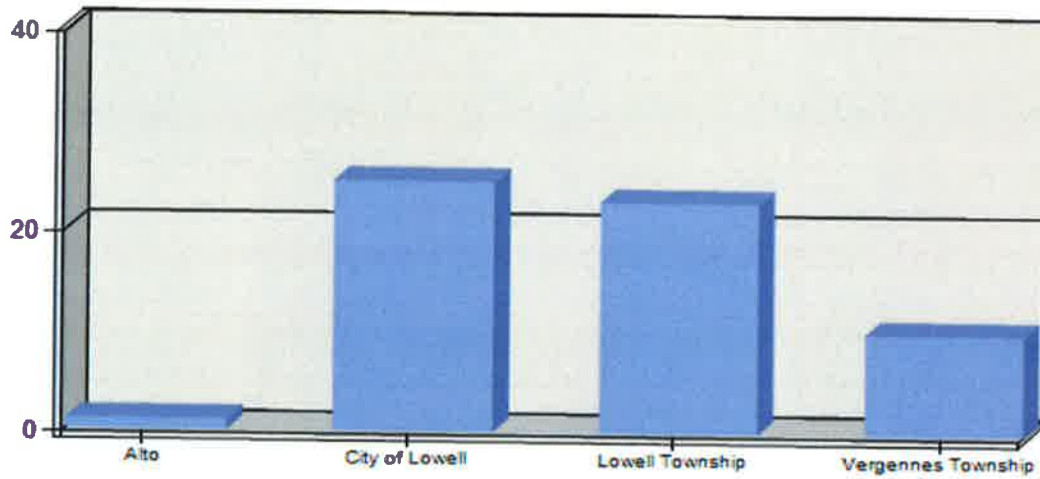
Lowell, MI

This report was generated on 1/3/2017 3:53:41 PM



## Incident Count per Zone for Date Range

Start Date: 12/01/2016 | End Date: 12/31/2016



ZONE	# INCIDENTS
Alto - Bowne Township	1
City of Lowell - City	25
Lowell Township - Lowell Township	23
Vergennes Township - Vergennes Township	10
<b>TOTAL:</b>	<b>59</b>

**Chief Hours 12-18-12-31-2016 12/18/2016 - 12/31/2016**Enter your password to authorize and lock this time card: 

&lt;&lt; Back

Finish &gt;&gt;

Name	Hours	Pay Grade	Total
<b>12/18/2016</b>			
van Overbeek , Ronald	0	Chief Office \$0.00	\$0.00
<b>12/19/2016</b>			
van Overbeek , Ronald	0	Chief Office \$0.00	\$0.00
<b>12/20/2016</b>			
van Overbeek , Ronald	3	Chief Office \$0.00	\$0.00
<b>12/21/2016</b>			
van Overbeek , Ronald	2	Chief Office \$0.00	\$0.00
<b>12/22/2016</b>			
van Overbeek , Ronald	2	Chief Office \$0.00	\$0.00
<b>12/23/2016</b>			
van Overbeek , Ronald	8	Chief Office \$0.00	\$0.00
<b>12/24/2016</b>			
van Overbeek , Ronald	0	Chief Office \$0.00	\$0.00
<b>12/25/2016</b>			
van Overbeek , Ronald	0	Chief Office \$0.00	\$0.00
<b>12/26/2016</b>			
van Overbeek , Ronald	2	Chief Office \$0.00	\$0.00
<b>12/27/2016</b>			
van Overbeek , Ronald	2	Chief Office \$0.00	\$0.00
<b>12/28/2016</b>			
van Overbeek , Ronald	2	Chief Office \$0.00	\$0.00
<b>12/29/2016</b>			
van Overbeek , Ronald	3	Chief Office \$0.00	\$0.00
<b>12/30/2016</b>			
van Overbeek , Ronald	4	Chief Office \$0.00	\$0.00
<b>12/31/2016</b>			
van Overbeek , Ronald	4	Chief Office \$0.00	\$0.00

# Lowell Area Fire Dept.

Lowell, MI

This report was generated on 1/3/2017 3:58:43 PM

## Incident Count per User-Defined Fields for Date Range

Start Date: 12/01/2016 | End Date: 12/31/2016

ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: SCBA (Required)</b>	
0	49
1	2
2	1
4	2
N/A	5

<b>USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)</b>	
0	52
100	1
200	1
N/A	5

<b>USER-DEFINED FIELD: Hose 3 inch Feet used (Required)</b>	
0	54
N/A	5

<b>USER-DEFINED FIELD: Hose 5 inch feet used (Required)</b>	
0	53
25	1
N/A	5

<b>USER-DEFINED FIELD: Hand Tools Used (Required)</b>	
0	48
1	1
2 gas monitor	1
2 TIC	1
2 TIC, 1 Pike pole, 2 Roof ladders, 1 extension ladder	1
Chain saw, pike pole, hand lights	1
N/A	2
N/A	3
Thermal camera, 4 gas monitor	1

<b>USER-DEFINED FIELD: Rescue Tools Used (Required)</b>	
0	54
N/A	5

<b>USER-DEFINED FIELD: Water used (gal) (Required)</b>	
--	--

CITY OF LOWELL  
REPORT FOR : DECEMBER  
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 14.29872 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE  
MONTH OF: DECEMBER TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION  
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 223.92 HOURS, WHICH RESULTED IN  
307.5 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 158.83

ELECTRICAL COST PER MILLION GALLONS: \$ 347.78

TOTAL COST PER MILLION GALLONS: \$ 506.61

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WATER PRODUCTION

DAILY AVERAGE: 0.461

DAILY MAXIMUM: 0.699

DAILY MINIMUM: 0.000

THE AVERAGE PLANT OPERATION TIME WAS 7.2231 HOURS PER DAY.

Monthly Report  
Water and Sewer system

Customer Complaints	Water Quality	0
	High Water Usage	0
	Low Pressure	0
Fire Hydrants	Flushed During Construction	0
	Flushed For Flushing Program	0
Meters	Final Reads	14
	New Meter Installs	4
	billing re-reads	37
Valves	Operated During Construction	0
	Operated For Valve Turning Program	0
Water Mains	Water Main Breaks	0
MISS DIGS	Marking of Water mains and Services, Storm Mains, and Sanitary Mains	25
Stob Box	Stob Box Repairs	0
	Locating Missing Stop Box	0
	Stop Box Location Cards Made	0
Valve Box	Valve box Repairs	0
New Construction	On Site Construction Inspection	4
Sewer	Televised	5500ft
	Cleaned	5500ft



# **STREETS DEPARTMENT**

## **DECEMBER 2016**

### **Major & Local Streets**

#### **Snow and Ice Control**

#16 – 810 Miles, 101 hrs.      #17 – 170 Miles, 17 hrs.  
#15 – 28 Miles, 4.5 hrs.      #9 – 60.5 hrs.      #32 – 14 hrs.  
Hauled snow out of the parking lots, hauled 50 ton of salt into Foreman Bldg.

#### **Pot holes:**

2 Tons - pot holes filled with cold patch  
  
Tons - of hot mix put down

#### **Storm drains and ditches:**

Cleaned out drain on N. Washington Street

#### **Parking Lots**

Plowed

#### **Public Works:**

#### **Airport:**

#### **Sidewalks:**

Inspected D.D.A. sidewalks

#### **Trees, bushes, shrubs trimming and removal:**

Trimmed trees Hillside Ct.

#### **Traffic & Signs:**

#### **Misc:**

Weekly Park Trash D.D.A. Pickup (twice a week)  
Set up City Hall weekly  
Worked on ice rink  
Worked on equipment  
Put up Christmas decorations at the chamber, showboat & downtown plaza

**Dept. of Public Works, City of Lowell**

217 S. Hudson

Lowell, MI 49331

Phone: 616-897-5929

**Posted Totals by Invoice Number**

Report Date: 01/04/2017

Period From: 12/01/2016 To: 12/31/2016

Invoice Number	Date	Name	Tax	Total	Balance Due
001069	12/09/2016	Equipment	0.00	967.00	
001074	12/05/2016	Police	0.00	857.26	
001083	12/01/2016	Equipment	0.00	154.71	
001084	12/05/2016	Police	0.00	63.10	
001085	12/05/2016	Equipment	0.00	245.75	
001086	12/06/2016	Water Distribution	0.00	105.54	
001087	12/21/2016	Equipment	0.00	2,942.35	
001089	12/09/2016	Equipment	0.00	264.61	
001091	12/14/2016	Equipment	0.00	370.10	
001092	12/14/2016	Equipment	0.00	31.50	
001093	12/22/2016	Equipment	0.00	2,225.85	
001094	12/16/2016	Equipment	0.00	157.50	
001095	12/16/2016	Equipment	0.00	1,052.16	
<b>Grand Totals:</b>			<b>0.00</b>	<b>9,437.43</b>	

**Time in each Department**

City Hall: Call Out (Snow Removal): .75 hrs.

Public Works: 18.75 hrs. Call Out (Snow Removal): 4.25 hrs.

Library: Call Out (Snow Removal): .75 hrs.

Local Streets: 2.75 hrs.

Major Streets: 1.25 hrs. Call Out (Snow Removal): 5 hrs.

Parks: 3.25 hrs.

DDA: 1 hr. Call Out (Snow Removal): 2.25 hrs.

Water Plant: 21.25 hrs. Overtime: 15.75 hrs. Call Out (Snow Removal): .5 hrs.

Water Dist: .75 hrs.

Equipment Maintenance: 89 hrs. Overtime: 4 hrs.

Sick: 3.5 hrs.

Holiday: 24 hrs.

**Total Hours for December: 198.75 hrs.**

## December 2016 Sexton's Report

Total of Burials: 2 of those were: full: 0 cremations: 2 Year to date 40

Oakwood: Spent 42.5 hr's

- Side note of the 40 burials this year 28 were cremations
- Few more hours chewing leaves..
- Normal paper work..
- Doubled back through old death certificates to make sure I didn't miss anything for more records and found 2 men who were in W.W.1 that I dint know about.

City Hall – LPD: Spent 21 hrs taking snow away off walks changing bulbs

Englehardt Library: Spent 23.25 hrs

- Brought over a box of toilet paper.
- Filled soap dispensers.
- Installed new faucet in community room sink.
- Cleaned up the furnace room.

D.D.A. Spent 100 hr's

- Moved a lot of snow off M-21.

Museum: Spent 8.75 hr

- Snow removal..
- Installed new air filters.

D.P.W. Spent 24.75 hrs. re-moving 2 trees on Bowes road. Planting them in apartment property as to the wishes of the Arbor board. Our daily meetings.

Sidewalks: 1 hr. getting skid of special ice melter

Water Plant: 1.25 Moving snow

Loc. Winter: 2 hr's Bruce helped Joe

Loc. Maint. 3.5 hr's Bruce helped Scott and Joe

01/03/2017

DEC

## CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB16901494	1061 N HUDSON ST SE	12/05/2016	41-20-02-126-040	INTERIOR REMODEL - B,	150.00	13,000
PB16901478	805 GRINDLE DR SE	12/06/2016	41-20-01-126-033	RESIDENCE	833.00	318,680
PB16901473	318 LINCOLN LAKE AVE SE	12/07/2016	41-20-02-332-004	FINISH BASEMENT	218.00	40,991
PB16901525	505 W MAIN ST SE	12/12/2016	41-20-02-341-007	INTERIOR REMODEL - LI	140.00	14,148
PB16901559	1262 HIGHLAND HILL DR SE	12/28/2016	41-20-01-178-022	RESIDENCE	687.00	245,942

**Total Permits: 5****Total Fee Amount: 2,028.00****Total Const. Value: 632,761**

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE16901885	413 E MAIN ST SE	12/01/2016	41-20-02-427-011	WALL SIGN - DOLLAR G	70.00	0
PE16901891	1061 N HUDSON ST SE	12/05/2016	41-20-02-126-040	INTERIOR REMODELBA	116.00	0
PE16901900	1701 FAITH DR SE	12/05/2016	41-20-03-417-012	remodel, add lights	106.00	0
PE16901919	300 BOWES ST SE	12/08/2016	41-20-11-201-008		245.00	0
PE16901923	505 W MAIN ST SE	12/09/2016	41-20-02-341-007	INTERIOR REMODELLIT	115.00	0
PE16901937	806 N HUDSON ST SE	12/12/2016	41-20-02-178-004	DETACHED ACCESSORY	136.00	0
PE16901938	1274 HIGHLAND HILL DR SE	12/12/2016	41-20-01-178-020	RESIDENCE	246.00	0
PE16901992	1001 FOREMAN RD	12/27/2016	41-55-72-002-463		100.00	0

**Total Permits: 8****Total Fee Amount: 1,134.00****Total Const. Value: 0**

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM16902976	1010 GRINDLE DR SE	12/01/2016	41-20-01-101-066		210.00	0
PM16902953	127 N BROADWAY ST SE	12/01/2016	41-20-02-402-015	Remove and replace 2-RTU"	110.00	0
PM16902950	709 LAFAYETTE ST SE	12/05/2016	41-20-02-209-008	New furnace	80.00	0
PM16903209	424 ELM ST SE	12/27/2016	41-20-02-337-001		80.00	0
PM16903212	703 E MAIN ST SE	12/28/2016	41-20-01-301-003	Replace natural gas furnace	80.00	0

DEC

01/03/2017

## CITY OF LOWELL - PERMIT LIST

Total Permits: 5

Total Fee Amount: 560.00

Total Const. Value: 0

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP16901351	519 N MONROE ST SE	12/10/2016	41-20-02-255-021	water heater	55.00	0
Total Permits:	1					
Total Fee Amount:	55.00					
Total Const. Value:	0					

Grand Total Permits: 19

Grand Total Permit Fee: 3,777.00

Grand Total Const. Value: \$632,761

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES						
LICENSES AND PERMITS		1,900,174.24	1,575,787.28	51,061.98	324,386.96	82.93
LICPER		38,150.00	23,119.90	320.00	15,030.10	60.60
CHARGES FOR SERVICES		364,700.00	47,871.27	1,986.12	316,828.73	13.13
STATE GRANTS		369,631.00	187,557.35	58,462.58	182,073.65	50.74
INT		1,400.00	947.11	0.00	452.89	67.65
INTEREST AND RENTS		15,050.00	24,936.33	4,714.50	(9,886.33)	165.69
OTHER REVENUE		148,225.00	0.00	0.00	148,225.00	0.00
TRANSIN		7,950.00	19,319.00	6,422.00	(11,369.00)	243.01
FINES AND FORFEITURES		11,900.00	6,534.76	2,902.88	5,365.24	54.91
LOCAL CONTRIBUTIONS						
TOTAL REVENUES		2,857,180.24	1,886,073.00	125,870.06	971,107.24	66.01
Expenditures						
101	COUNCIL	17,140.00	18,934.16	8,640.24	(1,794.16)	110.47
172	MANAGER	111,858.00	53,117.12	8,041.11	58,740.88	47.49
191	ELECTIONS	11,260.00	6,424.00	22.50	4,836.00	57.05
209	ASSESSOR	51,850.00	24,532.51	3,954.68	27,317.49	47.31
210	ATTORNEY	32,500.00	13,619.80	1,400.00	18,880.20	41.91
215	CLERK	106,000.00	56,544.76	11,752.89	49,455.24	53.34
253	TREASURER	211,090.00	86,839.38	11,999.58	124,250.62	41.14
265	CITY HALL	147,600.00	81,419.80	12,793.43	66,180.20	55.16
276	CEMETERY	113,435.00	61,847.72	4,276.86	51,587.28	54.52
294	UNALLOCATED MISCELLANEOUS	13,200.00	108,707.57	4,403.08	(95,507.57)	823.54
301	POLICE DEPARTMENT	687,820.00	373,066.21	58,117.82	314,753.79	54.24
305	CODE ENFORCEMENT	93,700.00	41,192.94	6,393.78	52,507.06	43.96
336	FIRE	130,000.00	61,675.53	30,805.33	68,324.47	47.44
400	PLANNING & ZONING	43,000.00	14,964.41	4,600.20	28,035.59	34.80
426	EMERGENCY MANAGEMENT	0.00	(4.27)	0.00	4.27	100.00
441	DEPARTMENT OF PUBLIC WORKS	242,850.00	108,117.44	18,762.67	134,732.56	44.52
442	SIDEWALK	6,150.00	3,239.54	564.29	2,910.46	52.68
523	TRASH	35,000.00	20,099.55	876.00	14,900.45	57.43
728	ECONOMIC DEVELOPMENT	20,600.00	6,835.52	1,414.20	13,764.48	33.18
747	CHAMBER/RIVERWALK	3,500.00	1,541.27	284.37	1,958.73	44.04
751	PARKS	151,080.00	74,623.16	9,117.10	76,456.84	49.39
757	SHOWBOAT	1,600.00	580.90	47.08	1,019.10	36.31
774	RECREATION CONTRIBUTIONS	2,000.00	10,500.00	500.00	(8,500.00)	525.00
790	LIBRARY	74,500.00	38,880.99	7,019.61	35,619.01	52.19
803	HISTORICAL DISTRICT COMMISSION	250.00	15.00	0.00	235.00	6.00
804	MUSEUM	36,400.00	25,413.68	1,256.49	10,986.32	69.82
965	TRANSFERS OUT	609,446.00	0.00	0.00	609,446.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	85.97	0.00	(85.97)	100.00
OTHER	OTHER REVENUE	192,000.00	66,685.26	14,970.08	125,314.74	34.73
TRANSIN	TRANSFERS IN	100,000.00	0.00	0.00	100,000.00	0.00
TOTAL REVENUES		292,000.00	66,771.23	14,970.08	225,228.77	22.87
Expenditures						
450	CAPITAL OUTLAY	452,000.00	11,429.85	8,504.73	440,570.15	2.53
463	MAINTENANCE	38,650.00	7,431.38	575.07	31,218.62	19.23
474	TRAFFIC	9,100.00	3,601.55	47.40	5,498.45	39.58
478	WINTER MAINTENANCE	42,000.00	9,864.07	7,179.17	32,135.93	23.49
483	ADMINISTRATION	45,800.00	734.01	0.00	45,065.99	1.60
TOTAL EXPENDITURES		587,550.00	33,060.86	16,306.37	554,489.14	5.63
TOTAL REVENUES		292,000.00	66,771.23	14,970.08	225,228.77	22.87
TOTAL EXPENDITURES		587,550.00	33,060.86	16,306.37	554,489.14	5.63
NET OF REVENUES & EXPENDITURES		(295,550.00)	33,710.37	(1,336.29)	(329,260.37)	11.41

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
OTHER	OTHER REVENUE	87,000.00	25,690.40	5,713.46	61,309.60	29.53
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
TOTAL REVENUES		267,000.00	25,690.40	5,713.46	241,309.60	9.62
Expenditures						
450	CAPITAL OUTLAY	25,000.00	130.04	0.00	24,869.96	0.52
463	MAINTENANCE	70,300.00	25,822.00	1,642.23	44,478.00	36.73
474	TRAFFIC	11,000.00	3,584.74	108.23	7,415.26	32.59
478	WINTER MAINTENANCE	60,400.00	17,712.21	11,601.34	42,687.79	29.32
483	ADMINISTRATION	27,300.00	449.50	0.00	26,850.50	1.65
906	DEBT SERVICE	83,743.00	77,657.50	2,648.75	6,085.50	92.73
TOTAL EXPENDITURES		277,743.00	125,355.99	16,000.55	152,387.01	45.13
TOTAL REVENUES						
TOTAL REVENUES		267,000.00	25,690.40	5,713.46	241,309.60	9.62
TOTAL EXPENDITURES		277,743.00	125,355.99	16,000.55	152,387.01	45.13
NET OF REVENUES & EXPENDITURES		(10,743.00)	(99,665.59)	(10,287.09)	88,922.59	927.73



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	17.09	0.00	82.91	17.09
OTHER	OTHER REVENUE	50,000.00	50,000.00	0.00	0.00	100.00
TOTAL REVENUES		50,100.00	50,017.09	0.00	82.91	99.83
Expenditures						
000		50,000.00	21,737.00	6,000.00	28,263.00	43.47
TOTAL EXPENDITURES		50,000.00	21,737.00	6,000.00	28,263.00	43.47
TOTAL REVENUES		50,100.00	50,017.09	0.00	82.91	99.83
TOTAL EXPENDITURES		50,000.00	21,737.00	6,000.00	28,263.00	43.47
NET OF REVENUES & EXPENDITURES		100.00	28,280.09	(6,000.00)	(28,180.09)	28,280.0

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES		397,600.00	341,193.03	10,100.00	56,406.97	85.81
INT	INTEREST AND RENTS	250.00	116.79	0.00	133.21	46.72
TOTAL REVENUES		397,850.00	341,309.82	10,100.00	56,540.18	85.79
Expenditures						
450	CAPITAL OUTLAY	75,000.00	135,824.16	74,346.14	(60,824.16)	181.10
463	MAINTENANCE	77,500.00	52,355.97	8,240.22	25,144.03	67.56
483	ADMINISTRATION	39,900.00	4,943.46	981.19	34,956.54	12.39
740	COMMUNITY PROMOTIONS	65,000.00	37,599.05	35,950.07	27,400.95	57.84
965	TRANSFERS OUT	147,225.00	0.00	0.00	147,225.00	0.00
TOTAL EXPENDITURES		404,625.00	230,722.64	119,517.62	173,902.36	57.02
TOTAL REVENUES						
TOTAL REVENUES		397,850.00	341,309.82	10,100.00	56,540.18	85.79
TOTAL EXPENDITURES		404,625.00	230,722.64	119,517.62	173,902.36	57.02
NET OF REVENUES & EXPENDITURES		(6,775.00)	110,587.18	(109,417.62)	(117,362.18)	1,632.28

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
INT	INTEREST AND RENTS	2,000.00	245.00	45.00	1,755.00	12.25
LOCAL	LOCAL CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		7,000.00	245.00	45.00	6,755.00	3.50
Expenditures						
443	ARBOR BOARD	5,000.00	0.00	0.00	5,000.00	0.00
751	PARKS	0.00	1,600.00	1,600.00	(1,600.00)	100.00
758	DOG PARK	2,000.00	607.87	148.25	1,392.13	30.39
TOTAL EXPENDITURES		7,000.00	2,207.87	1,748.25	4,792.13	31.54
TOTAL REVENUES		7,000.00	245.00	45.00	6,755.00	3.50
TOTAL EXPENDITURES		7,000.00	2,207.87	1,748.25	4,792.13	31.54
NET OF REVENUES & EXPENDITURES		0.00	(1,962.87)	(1,703.25)	1,962.87	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 351 - GENERAL DEBT SERVICE ( NON-VOTED BONDS)						
Revenues						
TRANSIN	TRANSFERS IN	294,446.00	0.00	0.00	294,446.00	0.00
TOTAL REVENUES		294,446.00	0.00	0.00	294,446.00	0.00
Expenditures						
906	DEBT SERVICE	294,446.00	62,222.51	0.00	232,223.49	21.13
TOTAL EXPENDITURES		294,446.00	62,222.51	0.00	232,223.49	21.13
TOTAL REVENUES						
TOTAL EXPENDITURES		294,446.00	0.00	0.00	294,446.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	62,222.51	0.00	232,223.49	21.13
			(62,222.51)	0.00	62,222.51	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	216.00	194.89	194.89	21.11	90.23
INT	INTEREST AND RENTS	39,050.00	9,995.80	2,770.00	29,054.20	25.60
OTHER	OTHER REVENUE	1,000.00	1,989.00	300.00	(989.00)	198.90
TOTAL REVENUES		40,266.00	12,179.69	3,264.89	28,086.31	30.25
Expenditures						
000		44,000.00	20,746.66	5,489.28	23,253.34	47.15
TOTAL EXPENDITURES		44,000.00	20,746.66	5,489.28	23,253.34	47.15
TOTAL REVENUES		40,266.00	12,179.69	3,264.89	28,086.31	30.25
TOTAL EXPENDITURES		44,000.00	20,746.66	5,489.28	23,253.34	47.15
NET OF REVENUES & EXPENDITURES		(3,734.00)	(8,566.97)	(2,224.39)	4,832.97	229.43

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

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GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,084,000.00	587,089.05	229,537.42	496,910.95	54.16
INT	INTEREST AND RENTS	1,000.00	462.66	0.00	537.34	46.27
OTHER	OTHER REVENUE	0.00	3,453,163.00	3,451,607.35	(3,453,163.00)	100.00
TOTAL REVENUES		1,085,000.00	4,040,714.71	3,681,144.77	(2,955,714.71)	372.42
Expenditures						
550	TREATMENT	526,500.00	416,150.31	158,470.89	110,349.69	79.04
551	COLLECTION	381,600.00	68,670.46	17,907.17	312,929.54	18.00
552	CUSTOMER ACCOUNTS	84,950.00	24,347.19	3,834.97	60,602.81	28.66
553	ADMINISTRATION	362,300.00	2,977.82	369.16	359,322.18	0.82
TOTAL EXPENDITURES		1,355,350.00	512,145.78	180,582.19	843,204.22	37.79
TOTAL REVENUES		1,085,000.00	4,040,714.71	3,681,144.77	(2,955,714.71)	372.42
TOTAL EXPENDITURES		1,355,350.00	512,145.78	180,582.19	843,204.22	37.79
NET OF REVENUES & EXPENDITURES		(270,350.00)	3,528,568.93	3,500,562.58	(3,798,918.93)	1,305.19

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,022,000.00	533,043.72	166,282.28	488,956.28	52.16
INT	INTEREST AND RENTS	5,540.00	2,718.44	420.00	2,821.56	49.07
OTHER	OTHER REVENUE	5,000.00	13,661.01	389.82	(8,661.01)	273.22
TOTAL REVENUES		1,032,540.00	549,423.17	167,092.10	483,116.83	53.21
Expenditures						
570	TREATMENT	487,900.00	159,413.40	22,575.76	328,486.60	32.67
571	DISTRIBUTION	211,900.00	84,962.45	19,695.19	126,937.55	40.10
572	CUSTOMER ACCOUNTS	90,700.00	24,321.00	3,789.91	66,379.00	26.81
573	ADMINISTRATION	265,924.00	5,740.88	462.62	260,183.12	2.16
TOTAL EXPENDITURES		1,056,424.00	274,437.73	46,523.48	781,986.27	25.98
TOTAL REVENUES		1,032,540.00	549,423.17	167,092.10	483,116.83	53.21
TOTAL EXPENDITURES		1,056,424.00	274,437.73	46,523.48	781,986.27	25.98
NET OF REVENUES & EXPENDITURES		(23,884.00)	274,985.44	120,568.62	(298,869.44)	1,151.34

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	78,700.00	12.19	0.00	78,687.81	0.02
OTHER	OTHER REVENUE	1,300.00	50.72	0.00	1,249.28	3.90
TOTAL REVENUES		80,000.00	62.91	0.00	79,937.09	0.08
Expenditures						
000		80,000.00	24,383.07	3,367.26	55,616.93	30.48
TOTAL EXPENDITURES		80,000.00	24,383.07	3,367.26	55,616.93	30.48
TOTAL REVENUES						
		80,000.00	62.91	0.00	79,937.09	0.08
TOTAL EXPENDITURES						
		80,000.00	24,383.07	3,367.26	55,616.93	30.48
NET OF REVENUES & EXPENDITURES						
		0.00	(24,320.16)	(3,367.26)	24,320.16	100.00



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	7,000.00	5,698.16	2,068.90	1,301.84	81.40
INT	INTEREST AND RENTS	0.00	37.96	0.00	(37.96)	100.00
OTHER	OTHER REVENUE	1,100.00	1,785.84	20.00	(685.84)	162.35
TRANSIN	TRANSFERS IN	35,000.00	0.00	0.00	35,000.00	0.00
TOTAL REVENUES		43,100.00	7,521.96	2,088.90	35,578.04	17.45
Expenditures						
895	FLEET MAINT. & REPLACEMENT	203,299.07	74,734.35	13,490.67	128,564.72	36.76
TOTAL EXPENDITURES		203,299.07	74,734.35	13,490.67	128,564.72	36.76
TOTAL REVENUES		43,100.00	7,521.96	2,088.90	35,578.04	17.45
TOTAL EXPENDITURES		203,299.07	74,734.35	13,490.67	128,564.72	36.76
NET OF REVENUES & EXPENDITURES		(160,199.07)	(67,212.39)	(11,401.77)	(92,986.68)	41.96

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	3,250.00	0.00	(3,250.00)	100.00
INT	INTEREST AND RENTS	0.00	3.43	0.00	(3.43)	100.00
TOTAL REVENUES		0.00	3,253.43	0.00	(3,253.43)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	3,253.43	0.00	(3,253.43)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
			3,253.43	0.00	(3,253.43)	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	5,000.00	(540.88)	(763.81)	5,540.88	(10.82)
TOTAL REVENUES		5,000.00	(540.88)	(763.81)	5,540.88	(10.82)
Expenditures						
000		5,000.00	1,750.00	1,500.00	3,250.00	35.00
TOTAL EXPENDITURES		5,000.00	1,750.00	1,500.00	3,250.00	35.00
TOTAL REVENUES						
TOTAL EXPENDITURES		5,000.00	(540.88)	(763.81)	5,540.88	10.82
NET OF REVENUES & EXPENDITURES		0.00	1,750.00	1,500.00	3,250.00	35.00
			(2,290.88)	(2,263.81)	2,290.88	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	25,000.00	(14,134.99)	(14,626.81)	39,134.99	(56.54)
TOTAL REVENUES		25,000.00	(14,134.99)	(14,626.81)	39,134.99	(56.54)
Expenditures						
000		25,000.00	2,710.00	2,710.00	22,290.00	10.84
TOTAL EXPENDITURES		25,000.00	2,710.00	2,710.00	22,290.00	10.84
TOTAL REVENUES		25,000.00	(14,134.99)	(14,626.81)	39,134.99	56.54
TOTAL EXPENDITURES		25,000.00	2,710.00	2,710.00	22,290.00	10.84
NET OF REVENUES & EXPENDITURES		0.00	(16,844.99)	(17,336.81)	16,844.99	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDDT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	4.37	0.00	(4.37)	100.00
TOTAL REVENUES		0.00	4.37	0.00	(4.37)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	4.37	0.00	(4.37)	100.00
NET OF REVENUES & EXPENDITURES		0.00	4.37	0.00	(4.37)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016	ACTIVITY FOR MONTH 12/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	0.00	15.25	0.00	(15.25)	100.00
TOTAL REVENUES		0.00	15.25	0.00	(15.25)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	15.25	0.00	(15.25)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
			15.25	0.00	(15.25)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		6,476,482.24	6,968,606.16	3,994,898.64	(492,123.92)	107.60
NET OF REVENUES & EXPENDITURES		7,344,266.07	2,678,943.15	620,278.98	4,665,322.92	36.48
		(867,783.83)	4,289,663.01	3,374,619.66	(5,157,446.84)	494.32

## CITY OF LOWELL

### Application for Board or Commission Appointment

Name: Martin M. McPhee

Address: 202 W. Main Unit 202

Telephone Numbers: Home 616-987-3414 Cell 616-443-1740

Email: m.mcphee101@comcast.net

Board or Commission Position Desired: Board of Review

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

Lowell resident since April 2015 & registered voter.

As a home owner, participated in Board of Review requests and am familiar with the process

Currently: Retired

19 years R.N.D.C. (formerly National Wine & Spirits)  
office mgr / responsible for: customer service  
Accounts Rec & Inventory control

5 years Michigan Liquor Control Commission

5 years Auto One - owner

Martin M. McPhee  
Signature

Please return application to:

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

Or by email to:

[sullery@ci.lowell.mi.us](mailto:sullery@ci.lowell.mi.us)