



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

CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, JULY 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 July 5, 2017 City Council meeting.
- Approve and place on file the closed minutes of the July 5, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$203,458.45.

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

5. NEW BUSINESS

- a. Ordinance No. 17-02 – Adding Chapter 28, “Mobile Food Vending” to the Code of Ordinances.
- b. Resolution 20-17 and Agreement – Approving and Authorizing Execution of a Public Park Use Agreement with Lowell Youth Football.
- c. Signage at various City Parks.

6. MONTHLY REPORTS

7. BOARD/COMMISSION REPORTS

8. MANAGER’S REPORT

9. COUNCIL COMMENTS

10. ADJOURNMENT

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



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Lowell, Michigan 49331
Phone (616) 897-8457
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www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, July 17, 2017

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4. OLD BUSINESS

5. NEW BUSINESS

- a. Ordinance No. 17-02 – Add to Chapter 28, “Mobile Food Vending” to the Code of Ordinances. Memo is provided from City Manager Mike Burns.

Recommended Motion: No action will be taken; however, consensus will be requested to determine how to move forward on this matter.

- b. Resolution 20-17 and Agreement – Approving and Authorizing Execution of a Public Park Use Agreement with Lowell Youth Football. Memo is provided from City Manager Mike Burns.

Recommended Motion: That the City Council approves the agreement and resolution for Lowell Youth Football as presented.

- c. Signage at various City Parks. Memo is provided from City Manager Mike Burns.

Recommended Motion: No action is being requested, however, City Administration is requesting discussion on how to address this matter moving forward.

6. MONTHLY REPORTS
7. BOARD/COMMISSION REPORTS
8. MANAGER'S REPORT
9. COUNCIL COMMENTS
10. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JULY 5, 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 Mayor Mike DeVore and City Clerk Susan Ullery called roll.

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, City Treasurer Suzanne Olin, DPW Director Rich LaBombard, Acting Police Chief Christopher Hurst and Lowell Light and Power General Manager Steve Donkersloot.

2. APPROVAL OF THE CONSENT AGENDA

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

- Approval of the Agenda.
- Approve and place on file the regular and minutes of the June 19, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$119,391.42.

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

NO: None. ABSENT: None. Abstain: 1 (Canfield). MOTION CARRIED.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Jeff Dickerman of 429 High Street, cofounder of Forward Lowell expressed they are in favor of Chief Bukala and he should stay on as our Chief of Police.

4. OLD BUSINESS.

No old business.

5. NEW BUSINESS.

a. Prein and Newhof – Reconfiguration of City Parking Lot on Broadway.

Brian Vilmont of Prein and Newhof spoke about the reconfiguration of the City parking lot on Broadway. This reconfiguration will include sanitary sewer and water mains from Main Street to Bowes Road. Vilmont presented the Council with photographs of options for this reconfiguration for the City parking lot. Vilmont explained there have been talks with King Milling in reference to relieving some of the truck congestion on Main Street and King Milling employee's parking spaces.

By general consensus, the Council agreed to move forward with reconfiguration of the City parking lot on Broadway and possibly vacate the street.

b. Resolution 19-17 – Resolution and Agreement to apply to the Secretary of State for a Grant to Purchase a New Voting System from Dominion Voting, Inc..

City Clerk Susan Ullery explained it is necessary for Council approval for the City of Lowell to apply to the Secretary of State for a grant to purchase a new voting system from Dominion Voting, Inc., which includes precinct tabulators, Absent Voter Counting Board (AVCB) tabulators, accessible voting devices for use by individuals with disabilities, and related Election Management System (EMS) software. Full funding for the new voting system will be provided by the State and will include a combination of Federal Help America Vote Act and State appropriated funds.

IT WAS MOVED BY TEELANDER and seconded by CANFIELD to adopt Resolution 19-17, approving and authorizing City Clerk Susan Ullery to submit this grant application on behalf of the City of Lowell, Kent County.

YES: Mayor DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember Teelander, and Councilmember Canfield. NO: None. ABSENT: 0. MOTION CARRIED.

c. Riverwalk Festival Street Closure Request.

The Lowell Area chamber of Commerce has requested to close Avery Street, west of Monroe Street, beginning on Thursday, July 6, 2017, at 6 a.m. through Saturday, July 8, 2017 ending at 9 p.m. for the purpose of food concessions; and to close Avery Street, east of Monroe to Jefferson Street and Washington Street, north of Main to the Lowell Area Schools parking lot, Saturday, July 8, 2017, beginning at 6 a.m. to 4 p.m. for the Riverwalk Cruise-In.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to approve these street closures.

YES: Councilmember Hodges, Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, and Mayor DeVore. NO: None. ABSENT: 0. MOTION CARRIED.

d. Preferred Vendor Policy.

During the audit review of procurement procedures, the auditors noticed an instance where the purchasing policy bid requirements were not followed for a purchase that exceeded the bid threshold of \$5,000.00. An explanation was provided by management that the purchase was from a preferred vendor. Attached was the Purchasing Policy under item "i", which allows, in certain instances, the City to purchase from preferred vendors.

IT WAS MOVED BY HODGES and seconded by TEELANDER to approve the revised purchasing policy adding section "i" that allows a provision for preferred vendors.

YES: Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, Mayor DeVore, and Councilmember Hodges. NO: None. ABSENT: 0. MOTION CARRIED.

6. BOARDS AND COMMISSION REPORTS.

Councilmember Phillips stated the Historical District Commission does a great job. Phillips gave an update on the following; at 214 W. Main-window replacements on the second floor, 103 E. Main is doing some painting, 198 and 212 W. Main are doing some painting on the condos, and 301 W. Main is doing some

painting. Updates at 318 W. Main had new windows and 120 W. Main is doing some renovations. The next Historical District Commission meeting will be held on Tuesday, July 18 at 6:00 p.m.

Councilmember Hodges had no meetings.

Councilmember Canfield advised he was unable to attend the Parks and Recreation meeting, but advised they reviewed Chapter 8 of the 2017 Rec Plan and prioritized improvements park by park.

Councilmember Teelander had no meetings, but advised he would need someone to attend the Lowell Light and Power Board meeting for him.

Mayor Mike DeVore had no meetings, but mentioned that the Planning Commission meeting for this month has been cancelled.

7. MANAGER'S REPORT.

City Manager Burns reported on the following:

- Thanked Impact Church for their participation in "Love Week" this week. They did a number of projects throughout the City including the new playground at Stoney Lakeside Park. He toured all the projects and was very pleased with the work they did and thanked Bob Rogers for leading the efforts.
- City staff getting ready for Riverwalk Festival.
- The new phone system was installed two weeks ago. Minor issues are still being worked out but all in all, the system is working very well. We have not received any complaints and it was a good investment for the City.
- Monday, August 7th, there will be a Committee of the Whole meeting before the regular City Council meeting at 5:30 to discuss Medical Marijuana. There is an interested group that would like to make a presentation to possibly have a dispensary in the City. There will also be a representative here for Kent County Prosecutor's office that will have equal amount of time presentation and conveying information to the Council.
- Gave an update on Chief Bukala. Burns will refrain from any disciplinary action until after his court case.

8. APPOINTMENTS.

Arbor Board

Vacancy – (Melissa Spino currently serving)

06/30/2017

Local Officers Compensation Commission

Vacancy – (Barb Vezino currently serving)

06/30/2017

By general consensus, the Council agreed to the appointments.

9. **COUNCIL COMMENTS.**

Councilmember Phillips thanked all City employees, departments and staff, stating they do a wonderful job. Phillips advised he attended the Amateur Radio Club on June 23rd and advised they are good group of guys.

Councilmember Hodges mentioned Impact Church and Bob Rogers and what a great job they did in the community during "Love Week". Hodges also mentioned he was looking forward to the Riverwalk Festival and thanked Liz Baker for all she does.

Councilmember Canfield thanked Impact Church and was amazed at the amount of work they got done. Canfield also mentioned going to the Amateur Radio Club and found it was very interesting. Canfield also encouraged everyone to go to the Riverwalk Festival.

Councilmember Teelander advised his uncle was a member of the Amateur Radio Club and he really enjoyed being a part of it.

Mayor DeVore stated that Riverwalk is his favorite time of the year and he hopes to see everyone down there. DeVore also stated that he saw a lot of Impact Church people around town and they were working really hard.

10. **CLOSED SESSION - To discuss Labor Negotiations.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to go into Closed Session to discuss Labor Negotiations at 7:32 p.m.

YES: Councilmember Teelander, Councilmember Canfield, Mayor DeVore, Councilmember Hodges, and Councilmember Phillips. NO: None. ABSENT: 0. MOTION CARRIED.

11. **RETURN TO OPEN SESSION.**

IT WAS MOVED BY CANFIELD and seconded by TEELANDER to return to Open Session at 8:20 p.m.

YES: Councilmember Canfield, Mayor DeVore, Councilmember Hodges, Councilmember Phillips, and Councilmember Teelander. NO: None. ABSENT: 0. MOTION CARRIED.

12. ADJOURNMENT.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to adjourn at 8:21 p.m.

YES: 5. NO: NONE. ABSENT: 0. MOTION CARRIED.

DATE:

Mike DeVore, Mayor

APPROVED:

Susan Ullery, City Clerk

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

RESOLUTION NO. 19-17

**RESOLUTION TO APPLY TO THE SECRETARY OF STATE FOR A GRANT TO PURCHASE A
NEW VOTING SYSTEM FROM DOMINION VOTING, INC.**

Councilmember TEELANDER, supported by Councilmember PHILLIPS, moved the adoption of the following resolution:

WHEREAS, the City of Lowell City Council wishes to apply to the Secretary of State for a grant to purchase a new voting system from Dominion Voting, which includes precinct tabulators, Absent Voter Counting Board (AVCB) tabulators (if applicable), accessible voting devices for use by individuals with disabilities, and related Election Management System (EMS) software.

WHEREAS, full funding for the new voting system will be provided by the State, and will include a combination of Federal Help America Vote Act and State-appropriated funds.

WHEREAS, the City of Lowell plans to begin implementation of the new voting system in 2017.

WHEREAS, "First Use" will occur in the November 2017 Election.

NOW, THEREFORE, BE IT RESOLVED that the City of Lowell Clerk is authorized to submit this Grant Application on behalf of the City of Lowell, Kent County on this day of July 5, 2017.

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

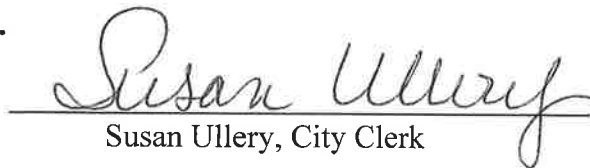
NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

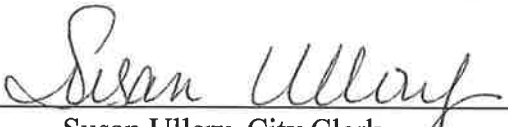
Dated: July 5, 2017


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 July 5, 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: July 5, 2017



Susan Ullery, City Clerk

07/13/2017 03:24 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 07/06/2017 - 07/13/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/4

Vendor Code	Vendor Name	Description	Amount
	Invoice		
01513	ADDORIO TECHNOLOGIES, LLC		
	7011	PROFESSIONAL SERVICES	680.00
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC			680.00
00050	BERNARDS ACE HARDWARE		
	JUNE 2017	ACCOUNT STATEMENT	1,683.81
TOTAL FOR: BERNARDS ACE HARDWARE			1,683.81
10686	BETTEN BAKER		
	111637	LPD - 2010 CHEVY IMPALA	3,193.25
TOTAL FOR: BETTEN BAKER			3,193.25
10483	BOURGETTE, BOB		
	7/13/2017	GAS FOR AIRPORT MOWER	27.00
TOTAL FOR: BOURGETTE, BOB			27.00
00065	BOUWHUIS SUPPLY, INC.		
	56954	TOWELS FOR PARKS & DPW	403.73
TOTAL FOR: BOUWHUIS SUPPLY, INC.			403.73
10532	BROWN, CASEY		
	P16823	AIPRORT SPINDLE ASSEMBLY	58.62
TOTAL FOR: BROWN, CASEY			58.62
10656	CARLETON EQUIPMENT		
	02-293504	EQUIP FUND R & M	42.61
TOTAL FOR: CARLETON EQUIPMENT			42.61
10493	COMCAST CABLE		
	7/18 - 8/17/2017	CITY HALL CABLE	149.85
TOTAL FOR: COMCAST CABLE			149.85
10509	CONSUMERS ENERGY		
	JUNE 2017	AIRPORT STATEMENT	21.45
TOTAL FOR: CONSUMERS ENERGY			21.45
01156	CURTIS CLEANERS		
	JUNE 2017	LPD UNIFORM CLEANING	212.00
TOTAL FOR: CURTIS CLEANERS			212.00
10670	FAHEY SCHULTZ BURZYCH RHODES PLC		
	37707	LEGAL SERVICES	2,320.00
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC			2,320.00
10673	FERGUSON WATERWORKS		
	0021160	WATER DEPT R & M	795.28
TOTAL FOR: FERGUSON WATERWORKS			795.28

User: LORI

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Vendor Code	Vendor Name		
	Invoice	Description	Amount
01517	GR CITY TREASURER		
	18000	TRAFFIC SIGNAL MAINT JUNE 2017	107.70
	18000079	PARKING VALIDATIONS	17.00
TOTAL FOR: GR CITY TREASURER			124.70
01493	GRAINGER INDUSTRIAL SUPPLY		
	9484795944	WTP SUPPLIES	20.90
TOTAL FOR: GRAINGER INDUSTRIAL SUPPLY			20.90
10587	HANES GEO COMPONENTS		
	084-19524	WATER DEPT R & M	176.00
TOTAL FOR: HANES GEO COMPONENTS			176.00
02463	HYDROCORP		
	0043410-IN	CROSS CONNECTION PROGRAM JUNE 2017	815.00
TOTAL FOR: HYDROCORP			815.00
00280	KAMMINGA & ROODVOETS, INC.		
	PAYMENT 4 & 7	VALLEY VISTA & MAIN LIFT STATION	83,283.78
TOTAL FOR: KAMMINGA & ROODVOETS, INC.			83,283.78
00301	KENT COUNTY HEALTH DEPT		
	LOWEC2017-QTR1	DOG LICENSES	910.60
TOTAL FOR: KENT COUNTY HEALTH DEPT			910.60
00300	KENT COUNTY TREASURER		
	JUNE 2017	TRAILER FEES	127.50
TOTAL FOR: KENT COUNTY TREASURER			127.50
00975	KENT RUBBER		
	396715	EQUIP R & M	125.58
TOTAL FOR: KENT RUBBER			125.58
02301	LERMA		
	SEPT 13-15	LERMA TRAINING - HEFFRON	85.00
TOTAL FOR: LERMA			85.00
00330	LOWELL LEDGER		
	JUNE 2017	BOARD OF REVIEW DISPLAY	60.00
TOTAL FOR: LOWELL LEDGER			60.00
00341	LOWELL LIGHT & POWER		
	JUNE 2017	ELECTRIC STATEMENTS	19,610.87
TOTAL FOR: LOWELL LIGHT & POWER			19,610.87
01078	MAMC		
	7/13/2017	2017 MAMC CONFERENCE - WISNIEWSKI	75.00
TOTAL FOR: MAMC			75.00

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Page: 3/4

Vendor Code	Vendor Name	Invoice	Description	Amount
02550	MEADOWBROOK INC.	129720	AIRPORT INSURANCE	3,063.00
TOTAL FOR: MEADOWBROOK INC.				3,063.00
00426	MODEL COVERALL SERVICE, INC.	JUNE 2017	LIBRARY - JUNE STATEMENT	281.60
TOTAL FOR: MODEL COVERALL SERVICE, INC.				281.60
01499	NAPA AUTO PARTS	JUNE 2017	ACCOUNT STATEMENT	665.30
TOTAL FOR: NAPA AUTO PARTS				665.30
10356	NELSON, ERIC	7/13/2017	LOVE WEEK SUPPLIES	42.56
TOTAL FOR: NELSON, ERIC				42.56
10330	NORTHSTAR MEDICAL EQUIPMENT	38336	POLICE - BATTERY FOR HEARTSTART	143.65
TOTAL FOR: NORTHSTAR MEDICAL EQUIPMENT				143.65
02020	OTIS ELEVATOR CORPORATION	CVG34133001	3YR LOAD TEST & PHONE TO OTISLINE	1,558.00
TOTAL FOR: OTIS ELEVATOR CORPORATION				1,558.00
00859	PRINTING SYSTEMS	100699	VOTING SUPPLIES	64.37
TOTAL FOR: PRINTING SYSTEMS				64.37
02426	PRODUCTION TOOL SUPPLY	Z397643	EQUIP FUND SUPPLIES	43.79
TOTAL FOR: PRODUCTION TOOL SUPPLY				43.79
10130	RASHID, JEFFREY	JUNE 2017	ASSESSING OFFICE EXPENSES	97.91
TOTAL FOR: RASHID, JEFFREY				97.91
10133	RED CREEK	76R00362	TRASH SERVICE	695.53
TOTAL FOR: RED CREEK				695.53
10378	RUESINK, KATHIE	543235/543236	CLEANING SERVICES	570.00
TOTAL FOR: RUESINK, KATHIE				570.00
10341	STATE OF MICHIGAN	551-491125	POLICE DEPT LIVE SCAN	42.00
TOTAL FOR: STATE OF MICHIGAN				42.00
02425	STERLY, JOHN	7/10/2017	ROTARY DECK REIMBURSEMENTS	975.90
TOTAL FOR: STERLY, JOHN				975.90

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Page: 4/4

Vendor Code	Vendor Name	Description	Amount
	Invoice		
10530	STRATEGIC ACCOUNTING & TAX SOLUTION		
	5978	ACCOUNT SERVICES JUNE	438.75
TOTAL FOR: STRATEGIC ACCOUNTING & TAX SOLUTION			438.75
10514	SUPPLYGEEKS		
	524662-0	OFFICE SUPPLIES	13.39
TOTAL FOR: SUPPLYGEEKS			13.39
00628	TERMINAL SUPPLY CO.		
	934793	EQUIP FUND R & M	306.01
TOTAL FOR: TERMINAL SUPPLY CO.			306.01
10489	THE BANK OF NEW YORK MELLON TRUST		
	6/2/2017	LOWELL 2002 TRNSPRTN FD BDS	46,080.00
	6/5/2017	LOWELL 2005 TRAN FD IMP BDS	26,568.75
TOTAL FOR: THE BANK OF NEW YORK MELLON TRUST			72,648.75
10107	THE RIGHT PLACE		
	7/1/2017	3 YEAR COMMITMENT	2,500.00
TOTAL FOR: THE RIGHT PLACE			2,500.00
02113	TRACTOR SUPPLY		
	JUNE 2017	ACCOUNT STATEMENT	390.93
TOTAL FOR: TRACTOR SUPPLY			390.93
02277	VERIZON WIRELESS		
	9788360531	STATEMENT OF ACCOUNT	40.01
TOTAL FOR: VERIZON WIRELESS			40.01
10626	VISA		
	JUNE 2017	VISA STATEMENT	2,008.01
TOTAL FOR: VISA			2,008.01
02432	WEST MICHIGAN INTERNATIONAL		
	R101011401;01	2001 INTERNATIONAL	1,368.76
TOTAL FOR: WEST MICHIGAN INTERNATIONAL			1,368.76
01790	WILLIAM BOS GREENHOUSE		
	5/31/2017	ACCOUNT STATEMENT	384.05
	JUNE 2017	ACCOUNT STATEMENT	113.65
TOTAL FOR: WILLIAM BOS GREENHOUSE			497.70
TOTAL - ALL VENDORS			203,458.45

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
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Page: 1/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-084.015	DUE FROM FIRE AUTHORITY	NAPA AUTO PARTS	ACCOUNT STATEMENT	16.90	69856
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES	25.50	69848
101-000-222.002	DUE TO COUNTY-DOG LICENSE	KENT COUNTY HEALTH DEPT	DOG LICENSES	910.60	69847
101-000-225.000	DUE TO SCHOOL-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES	102.00	69848
Total For Dept 000				1,055.00	
Dept 101 COUNCIL					
101-101-880.000	COMMUNITY PROMOTION	VISA	VISA STATEMENT	53.90	69875
Total For Dept 101 COUNCI				53.90	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	THE RIGHT PLACE	3 YEAR COMMITMENT	2,500.00	69872
Total For Dept 172 MANAGE				2,500.00	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	PRINTING SYSTEMS	VOTING SUPPLIES	64.37	69860
Total For Dept 191 ELECTI				64.37	
Dept 209 ASSESSOR					
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	ASSESSING OFFICE EXPENSES	97.91	69862
101-209-900.000	PRINTING	LOWELL LEDGER	BOARD OF REVIEW DISPLAY	60.00	69851
Total For Dept 209 ASSESS				157.91	
Dept 210 ATTORNEY					
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	LEGAL SERVICES	2,320.00	69841
Total For Dept 210 ATTORN				2,320.00	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	STRATEGIC ACCOUNTING & TA	ACCOUNT SERVICES JUNE	438.75	69867
Total For Dept 253 TREASU				438.75	
Dept 265 CITY HALL					
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	13.39	69868
101-265-802.000	CONTRACTUAL	OTIS ELEVATOR CORPORATION	3YR LOAD TEST & PHONE TO	1,558.00	69859
101-265-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	94.26	69863
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	390.00	69864
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	CITY HALL CABLE	149.85	69838
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	3,478.22	69852
101-265-930.000	REPAIR & MAINTENANCE	WILLIAM BOS GREENHOUSE	ACCOUNT STATEMENT	30.55	69877
Total For Dept 265 CITY H				5,714.27	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	1.99	69832
101-276-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY	ACCOUNT STATEMENT	187.97	69873
101-276-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	30.00	69863
101-276-864.000	CONFERENCES & CONVENTIONS	MAMC	2017 MAMC CONFERENCE - WI	75.00	69853
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	55.51	69852
101-276-930.000	REPAIR & MAINTENANCE	WILLIAM BOS GREENHOUSE	ACCOUNT STATEMENT	21.00	69877
Total For Dept 276 CEMETE				371.47	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	POLICE DEPT LIVE SCAN	42.00	69865
101-301-740.000	OPERATING SUPPLIES	NORTHSTAR MEDICAL EQUIPME	POLICE - BATTY FOR HEART	143.65	69858
101-301-744.000	UNIFORMS	CURTIS CLEANERS	LPD UNIFORM CLEANING	212.00	69840
101-301-744.000	UNIFORMS	VISA	VISA STATEMENT	99.63	69875
101-301-930.000	R & M EQUIPMENT	NAPA AUTO PARTS	ACCOUNT STATEMENT	169.46	69856
101-301-931.000	R & M POLICE CARS	BETTEN BAKER	LPD - 2010 CHEVY IMPALA	3,193.25	69833
101-301-955.000	MISCELLANEOUS EXPENSE	GR CITY TREASURER	PARKING VALIDATIONS	17.00	69843
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	VISA STATEMENT	65.07	69875
101-301-957.000	TRAINING	LERMA	LERMA TRAINING - HEFFRON	85.00	69850
Total For Dept 301 POLICE				4,027.06	
Dept 441 DEPARTMENT OF PUBLIC WORKS					

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 07/06/2017 - 07/13/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	22.84	69832
101-441-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	TOWELS FOR PARKS & DPW	324.97	69835
101-441-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	306.00	69875
101-441-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	214.41	69863
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	311.58	69852
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	846.88	69852
Total For Dept 441 DEPART				2,026.68	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	124.75	69852
Total For Dept 747 CHAMBE				124.75	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	TOWELS FOR PARKS & DPW	78.76	69835
101-751-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	280.36	69863
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	660.86	69852
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	733.73	69832
101-751-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY	ACCOUNT STATEMENT	40.04	69873
Total For Dept 751 PARKS				1,793.75	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	48.20	69852
Total For Dept 757 SHOWBO				48.20	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	WILLIAM BOS GREENHOUSE	ACCOUNT STATEMENT	30.90	69877
101-790-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	46.50	69863
101-790-850.000	COMMUNICATIONS	RUESINK, KATHIE	CLEANING SERVICES	180.00	69864
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,452.80	69852
101-790-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	12.72	69832
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	LIBRARY - JUNE STATEMENT	281.60	69855
101-790-975.000	BUILDING IMPROVEMENTS	STERLY, JOHN	ROTARY DECK REIMBURSEMENT	975.90	69866
Total For Dept 790 LIBRAR				2,980.42	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	333.12	69852
Total For Dept 804 MUSEUM				333.12	
Total For Fund 101 GENERA				24,009.65	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	7.99	69832
Total For Dept 463 MAINTE				7.99	
Dept 474 TRAFFIC					
202-474-802.000	CONTRACTUAL	GR CITY TREASURER	TRAFFIC SIGNAL MAINT JUNE	107.70	69843
Total For Dept 474 TRAFFI				107.70	
Total For Fund 202 MAJOR				115.69	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	7.99	69832
Total For Dept 463 MAINTE				7.99	
Dept 906 DEBT SERVICE					
203-906-991.000	PRINCIPAL	THE BANK OF NEW YORK MELL	LOWELL 2002 TRNSPRTN FD B	45,000.00	69870
203-906-991.000	PRINCIPAL	THE BANK OF NEW YORK MELL	LOWELL 2005 TRAN FD IMP B	25,000.00	69871
203-906-995.000	INTEREST	THE BANK OF NEW YORK MELL	LOWELL 2002 TRNSPRTN FD B	1,080.00	69870
203-906-995.000	INTEREST	THE BANK OF NEW YORK MELL	LOWELL 2005 TRAN FD IMP B	1,568.75	69871
Total For Dept 906 DEBT S				72,648.75	
Total For Fund 203 LOCAL				72,656.74	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	15.99	69832
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	874.95	69852
248-463-930.000	REPAIR & MAINTENANCE	WILLIAM BOS GREENHOUSE	ACCOUNT STATEMENT	332.15	69877
248-463-930.000	REPAIR & MAINTENANCE	WILLIAM BOS GREENHOUSE	ACCOUNT STATEMENT	83.10	69877
Total For Dept 463 MAINTENANCE				1,306.19	
Total For Fund 248 DOWNTOWN				1,306.19	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-123.000	PREPAID EXPENSES	MEADOWBROOK INC.	AIRPORT INSURANCE	3,063.00	69854
581-000-740.000	OPERATING SUPPLIES	BOURGETTE, BOB	GAS FOR AIRPORT MOWER	27.00	69834
581-000-740.000	OPERATING SUPPLIES	NELSON, ERIC	LOVE WEEK SUPPLIES	42.56	69857
581-000-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY	ACCOUNT STATEMENT	6.98	69873
581-000-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	72.00	69875
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	AIRPORT STATEMENT	21.45	69839
581-000-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	593.66	69832
581-000-930.000	REPAIR & MAINTENANCE	BROWN, CASEY	AIRPORT SPINDLE ASSEMBLY	58.62	69836
Total For Dept 000				3,885.27	
Total For Fund 581 AIRPORT				3,885.27	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,708.90	69852
Total For Dept 000				4,708.90	
Dept 550 TREATMENT					
590-550-970.000	CAPITAL OUTLAY	KAMMINGA & ROODVOETS, INC	VALLEY VISTA & MAIN LIFT	60,500.40	69830
590-550-970.000	CAPITAL OUTLAY	KAMMINGA & ROODVOETS, INC	VALLEY VISTA & MAIN LIFT	22,783.38	69830
Total For Dept 550 TREATMENT				83,283.78	
Dept 551 COLLECTION					
590-551-850.000	COMMUNICATIONS	VERIZON WIRELESS	STATEMENT OF ACCOUNT	20.00	69874
590-551-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	WATER DEPT R & M	397.64	69842
590-551-930.000	REPAIR & MAINTENANCE	HANES GEO COMPONENTS	WATER DEPT R & M	176.00	69845
Total For Dept 551 COLLECTION				593.64	
Total For Fund 590 WASTEWATER				88,586.32	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	232.96	69832
591-570-740.000	OPERATING SUPPLIES	GRAINGER INDUSTRIAL SUPPLY	WTP SUPPLIES	20.90	69844
591-570-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY	ACCOUNT STATEMENT	22.00	69873
591-570-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	30.00	69863
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,839.14	69852
591-570-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	22.18	69856
591-570-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY	ACCOUNT STATEMENT	133.94	69873
591-570-930.000	REPAIR & MAINTENANCE	VISA	VISA STATEMENT	351.16	69875
Total For Dept 570 TREATMENT				5,652.28	
Dept 571 DISTRIBUTION					
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION PROGRAM	815.00	69846
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	STATEMENT OF ACCOUNT	20.01	69874
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,875.96	69852
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	38.95	69832
591-571-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	WATER DEPT R & M	397.64	69842
Total For Dept 571 DISTRIBUTION				3,147.56	
Total For Fund 591 WATER				8,799.84	
Fund 636 DATA PROCESSING FUND					
Dept 000					

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 07/06/2017 - 07/13/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 4/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	680.00	69831
		Total For Dept 000		680.00	
		Total For Fund 636 DATA P		680.00	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	PRODUCTION TOOL SUPPLY	EQUIP FUND SUPPLIES	43.79	69861
661-895-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	617.25	69875
661-895-802.000	CONTRACTUAL	WEST MICHIGAN INTERNATION	2001 INTERNATIONAL	1,368.76	69876
661-895-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	14.99	69832
661-895-930.000	REPAIR & MAINTENANCE	CARLETON EQUIPMENT	EQUIP FUND R & M	42.61	69837
661-895-930.000	REPAIR & MAINTENANCE	KENT RUBBER	EQUIP R & M	125.58	69849
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	456.76	69856
661-895-930.000	REPAIR & MAINTENANCE	TERMINAL SUPPLY CO.	EQUIP FUND R & M	306.01	69869
661-895-930.000	REPAIR & MAINTENANCE	VISA	VISA STATEMENT	443.00	69875
		Total For Dept 895 FLEET		3,418.75	
		Total For Fund 661 EQUIPM		3,418.75	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 07/06/2017 - 07/13/2017
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Page: 5/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:					
			Fund 101 GENERAL FUND	24,009.65	
			Fund 202 MAJOR STREET FUN	115.69	
			Fund 203 LOCAL STREET FUN	72,656.74	
			Fund 248 DOWNTOWN DEVELOP	1,306.19	
			Fund 581 AIRPORT FUND	3,885.27	
			Fund 590 WASTEWATER FUND	88,586.32	
			Fund 591 WATER FUND	8,799.84	
			Fund 636 DATA PROCESSING	680.00	
			Fund 661 EQUIPMENT FUND	3,418.75	
				<hr/>	
				203,458.45	



LOWELL CITY COUNCIL
MEMORANDUM

DATE: July 14, 2017

TO: Mayor DeVore and the City Council

FROM: Michael T. Burns, City Manager MB

RE: Food Truck Ordinance

Attached is a proposed ordinance regulating Food Trucks in the City of Lowell. The City Attorney drafted this based on discussion we had regarding the issue along with modeling our ordinance after other communities. The City Attorney will be present to discuss the ordinance and answer any questions.

The ordinance does not address the amounts of any licensing fees we would set for this matter. This would still need to be discussed by the City Council.

No action will be taken; however, consensus will be requested to determine how to move forward on this matter.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 17-02

**AN ORDINANCE TO ADD CHAPTER 28, "MOBILE FOOD VENDING"
TO 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. Addition of Chapter 28. Chapter 28, "Mobile Food Vending," is added to the Code of Ordinances of the City of Lowell to read as follows:

Chapter 28 – MOBILE FOOD VENDING

Sec. 28-1. – Short title.

This chapter shall be known as the "Mobile Food Vending Ordinance."

Sec. 28-2. – Definitions.

As used in this chapter:

Brick and mortar restaurant means a business which is on the City's tax rolls and which provides a public seating area and whose normal business includes a preparation and sale of food and/or beverages.

Food cart means a mobile food vending unit propelled by human power alone, which has been specifically designed or used for mobile food vending and in which food or drink is not prepared on the premises.

Food trailer means any vehicle without motive power that is designed to be drawn by a motor vehicle and is specifically designed or used for food vending operations.

Food truck means a vehicle propelled by an engine which has been specifically designed or used for mobile food vending.

Mobile food vending means vending, serving or offering for sale food and/or beverages from a mobile food vending unit; or vending, serving, or offering for sale food and/or beverages prepared for consumption in a mobile food vending unit, and may include the ancillary sales of branded items consistent with

the food, such as a tee shirt that bears the name of the organization engaged in mobile food vending.

Mobile food vending unit means any motorized or non-motorized truck, trailer, cart or other device designed to be portable and not permanently attached to the ground and in which food or drink is prepared for direct consumption through service on the premises or elsewhere.

Operate means all activities associated with the conduct of business, including set up and take down, and/or actual hours where the mobile food vending unit is open for business.

Prepackaged and non-perishable food means any food or beverage which is not capable of supporting rapid and progressive growth of microorganisms which may cause food infections; and which is packaged in a hermetically sealed container designed to keep the contents free of contamination and to maintain the commercial sterility of its contents after thermal processing. The term shall include packaged candy, gum and confections and bottled or canned water or soft drinks, if the package, bottle or can includes a manufacturer's quality assurance date. In no case shall the term include fresh or processed meats, poultry, seafood, dairy products, eggs, or fresh fruit and vegetables.

Vendor means any individual engaged in the business of mobile food vending. If more than one individual is operating a single mobile food vending unit then vendor shall mean all individuals operating such mobile food vending unit.

Sec. 28-3. – License required.

No vendor shall engage in mobile food vending without a license from the city clerk authorizing such vending. The city clerk shall prescribe the form of such license and application for such license. All licenses shall be prominently displayed on the mobile food vending unit. No vending through a mobile food vending unit of food and/or other human consumables shall be permitted unless it meets the definition of mobile food vending as defined by this chapter.

Sec. 28-4. – Duration; nontransferability.

Licenses may be issued by the city clerk, May 1 through April 30 of the following year. Any license issued under this chapter is nontransferable.

Sec. 28-5. – Application.

Every vendor desiring to engage in mobile food vending shall make a written application to the city clerk for a license under this chapter. The applicant shall truthfully state, in full, all information requested by the city clerk. The

application for a license shall be on forms provided by the city clerk and shall include the following information:

- (1) name, signature, phone number, email contact, driver license copy, and address of the applicant;
- (2) a list of the food products offered for sale and a description of preparation methods;
- (3) a description of and information on the mobile food vending unit including size;
- (4) information setting forth the proposed hours of operation, intended areas of operation, plans for electrical access, wastewater disposal, and trash disposal;
- (5) copies of all applicable licenses and/or permits issued by the Kent County Health Department; and
- (6) proof of comprehensive liability insurance with limits of no less than \$1,000,000 combined single coverage which names the city as an additional insured.

Prior to a license being issued for a mobile vending unit, the unit must be deemed satisfactory following a fire safety inspection conducted by the Lowell Area Fire and Emergency Services Authority. If applicable, applicants will be required to provide satisfactory proof of a propane inspection, conducted by a certified inspector.

Sec. 28-6. – Fees.

An application for a license under this chapter shall be accompanied by a fee in the amount established by resolution of the city council. There shall be no proration of fees. Fees are non-refundable. No one shall hire or subcontract such vendors in an attempt to evade the provisions of this chapter.

Sec. 28-7. – Residential vending by permission.

In residential areas not identified by city council resolution as vending locations, mobile food vending is permitted on a case-by-case basis. Following a review of proposed vending times and activities, approval may be given by the chief of police.

Sec. 28-8. – Requirements.

Any vendor engaging in mobile food vending shall comply with the following requirements:

- (1) may only operate at during hours established by city council resolution;
- (2) if operating on city-owned or controlled property, may only locate on property identified under city council resolution;
- (3) mobile food vending unit shall not exceed 36 feet in length or 9 feet in width;
- (4) must provide appropriate waste receptacles at the site of the unit and remove all litter, debris and other waste attributable to the vendor on a daily basis;
- (5) the customer service area for mobile food vending unit shall be on the side of the street that faces a curb, lawn or sidewalk when parked. No food service shall be provided on the driving lane side of the truck or vehicle;
- (6) mobile food vending units utilizing public parking spaces or parked on public streets shall conform to all applicable parking regulations and shall not hinder the lawful parking or operation of other vehicles;
- (7) no food shall be displayed outside of a mobile food vending unit;
- (8) while operating on city-owned or controlled property, shall not provide or allow any dining area within 10 feet of mobile food vending unit, including but not limited to tables and chairs, booths, stools, benches and stand up counters;
- (9) when extended, awnings for mobile food vending units shall have a minimum clearance of 7 feet between the ground level and the lowest point of the awning or support structure;
- (10) shall not operate on city-owned or controlled property within one block of a city-sanctioned or authorized street fair, public festival, farmers market or event being conducted without authorization from the event sponsor;
- (11) shall not use external signage, bollards, seating or other equipment that is not contained in the vehicles, signage is only permitted when physically part of the mobile food vending units, and no separate freestanding signs are permitted.
- (12) shall not use any flashing or blinking lights or strobe lights; and all exterior lights over 60 watts shall contain opaque, hood shields to direct the illumination downward;
- (13) shall comply with all other city ordinances; specifically all operations related to vending must comply with and are subject to enforcement of Section 14-60 and of the Code 15-2 of Ordinances related to noise;

- (14) shall comply with all applicable federal, state and county regulations;
- (15) shall not be left unattended;
- (16) a mobile food vending unit on city-owned or controlled property shall be removed during the hours stipulated under city council resolution;
- (17) any power required for the mobile food vehicle located on city-owned or controlled property shall be self-contained and shall not use utilities drawn from the city-owned or controlled property;
- (18) mobile food vending units on private property may use electrical power from the property being utilized with prior written authorization of the power customer;
- (19) power cables or similar devices shall not be run across any city street or alley, and shall not be run on the ground across or within pedestrian walkways or areas;
- (20) mobile food vending units parked on city-owned or controlled property shall not be parked within 150 feet of any entrance to an existing brick and mortar restaurant during the hours when such restaurant is open for business to the public, unless written permission, a copy of which must be provided to the city, is first given by the restaurant owner;
- (21) vendors may not represent the granting of a license under this chapter as an endorsement by the city; and
- (22) at any time, such mobile food vending unit shall be at least 25 feet from all intersections and driveways.

Sec. 28-9. – Enforcement of parking regulations.

Subject to the other provisions of this chapter, any mobile food vending unit with a valid mobile food vending license may park in a city-controlled parking space and such mobile food vending unit shall be restricted to all regulations in the particular parking space, including time limits. Provided, however, that no mobile food vending unit shall park in a city-owned or controlled parking space if parking is prohibited altogether.

Sec. 28-10. – Impoundment.

Any equipment associated with food vending that is not in compliance with this chapter and left on public property may be impounded at the owner's expense.

Sec. 28-11. – Other licenses or permits.

A license obtained under this chapter shall not relieve any vendor of the responsibility for obtaining any other permit or authorization required by any other ordinance, statute or administrative rule.

Sec. 28-12. – Revocation.

The license may be voided at any time by written notice to the city clerk by a duly authorized law enforcement officer observing a violation of this chapter, a violation of any federal, state or local regulation, or a situation that is adverse to the protection of the public health, safety and welfare. A license may also be revoked if it is discovered that an applicant has made a false statement on its application. Immediately upon such revocations, the license shall become null and void.

Sec. 28-13. – Complaints; appeals.

If a written complaint is filed with the city clerk alleging a mobile food vendor has violated the provisions of this chapter, the city clerk shall promptly send a copy of the written complaint to the vendor together with a notice that an investigation will be made as to the truth of the complaint. The vendor shall be invited to respond to the complaint and present evidence and respond to evidence produced by the investigation. If the city clerk or designee, after reviewing all relevant material, finds the complaint to be supported by a preponderance of the evidence, the complaint shall be certified. If a license is denied or revoked by the city clerk, or a written complaint is certified pursuant to this chapter, the applicant or holder of a license may appeal to and have a hearing before the city manager or designee. The city manager or designee shall make a written determination, after presentation by the applicant and investigation by the city clerk or designee as to whether or not the grounds for denial, revocation or complaint are true. If the city manager or designee determines that such grounds are supported by a preponderance of the evidence, the action of the city clerk or filing of the complaint shall be sustained and the applicant may appeal the city manager's decision to a court of competent jurisdiction.

Sec. 28-14. – Appearance tickets.

The police chief and sworn officers of the police department or such other officials as designated by the city manager are authorized to issue and serve appearance tickets with respect to a violation of this chapter pursuant to Michigan law. Appearance tickets shall be in such form as determined by the city attorney and shall be in conformity with all statutory requirements.

Sec. 28-15. – Civil Infraction.

A vendor who violates this chapter commits for a civil infraction and is subject to a fine of \$500.00 per day.

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: July 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 July 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: July 17, 2017

Susan Ullery
City Clerk

GRAPIDS 60857-898 460131v1



LOWELL CITY COUNCIL
MEMORANDUM

DATE: July 13, 2017

TO: Mayor DeVore and the City Council

FROM: Michael T. Burns, City Manager MB

RE: Parks Agreements

Attached is the resolution and agreement between the City and Lowell Youth Football pertaining to their park usage contract.

This is a standardized three year contract with the option to renew annually. Each entity will be notified by November the year prior if there is an increase to the participation fee. This agreement is identical to the previous agreements for Lowell Little League, Backyard Dreams and the YMCA which Council approved in May. The Park Board did not review this since they will not meet in July. I spoke to their Chairman Perry Beachum and he had no issue with it moving forward.

I am recommending that the City Council approve the agreement and resolution for Lowell Youth Football as presented.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 20-17

**RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A PUBLIC PARK USE AGREEMENT
WITH LOWELL YOUTH FOOTBALL**

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

WHEREAS, the City of Lowell (the "City") owns Burch Field, a public park within the City (the "Park"); and

WHEREAS, Lowell Youth Football ("LYF") has requested permission to use the Park for purposes of youth football games and related activities; and

WHEREAS, the City is willing to permit LYF to use the Park for such purpose, pursuant to the terms and conditions of a Public Park Use Agreement (the "Agreement").

NOW, THEREFORE, BE IT HEREBY RESOLVED:

1. That the Agreement in the form presented at this meeting is approved with such modifications not materially adverse to the City approved as to content by the City Manager and as to form by the City Attorney.
2. That the Mayor and City Clerk are authorized and directed to execute the approved Agreement for and on behalf of the City.
3. That all resolutions or parts of resolutions in conflict herewith shall be an the same are hereby rescinded to the extent of such conflict.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: July 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 July 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: July 17, 2017

Susan Ullery, City Clerk

PUBLIC PARK USE AGREEMENT

THIS PUBLIC PARK USE AGREEMENT (the "Agreement") dated as of July 17, 2017, by and between the **LOWELL YOUTH FOOTBALL**, a Michigan nonprofit corporation ("LYF") whose mailing address is P.O. Box 162, Lowell, Michigan 49331 and the **CITY OF LOWELL**, a Michigan municipal corporation (the "City"), of 301 E. Main Street, Lowell, Michigan 49331.

RECITALS

- A. The City owns Burch Field, a public park (the "Park"), within the limits of the City.
- B. LYF has requested permission to use the Park for purposes of youth football games and related activities (the "Use").
- C. The City is willing to permit the LYF to use the Park for the Use subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the respective representations, covenants and agreements contained herein, the parties hereto agree as follows:

1. Use of Park. The City agrees, pursuant to the terms and conditions of this Agreement to permit LYF to use the Park for the Use.

2. Usage Fees. LYF shall pay the City the following usage fees:

A. Participation Fee. An annual participation fee shall be paid by LYF to the City for each LYF participant participating in regular league football games at the Park (the "Participant Fee"). The Participant Fee for the 2017 calendar year shall be \$10.00 per participant. The Participant Fee for subsequent calendar years during the term of this Agreement and any extensions hereof shall be established by the City. The City agrees to notify LYF of the amount of the Participant Fee on or before November 1 proceeding the calendar year the Participant Fee is to be in effect. The Participant Fee shall be paid by LYF to the City not less than 30 days prior to the date LYF's regular league season's games are scheduled to begin. The City will rely on LYF's signed written statement of the total number of participants to which the Participant Fee applies, *provided, however*, LYF will provide documentation of the number of such participants upon request of the City.

B. User Fees. LYF shall pay the City a user fee equal to 10% of gross revenues from (i) concession operations, if any, conducted at the Park by LYF during activities not related to regular league play and (ii) tournaments, all-star games and playoff or other special activities of LYF held at the Park that generates income to LYF (the "User Fees"). LYF shall pay the City the User Fees not later than 30 days after the date it receives gross revenues from operations or special activities subject to User Fees. The City will rely on LYF's signed written statement of the calculation of such User Fee's, *provided, however*, LYF will provide documentation supporting such calculation upon request of City.

3. Use of Participant and User Fees. The City agrees to utilize the Participant Fees and User Fees it receives from LYF for improvements and upgrades to the Park. Within 30 days of the date of this Agreement and on or before March 1 of each year thereafter during the term of this Agreement and any extension thereof, LYF will provide a list of suggested improvements and upgrades. The City agrees to undertake such improvements and upgrades by including them in the annual capital budget for the following fiscal year to the extent of the funds it has received or expects to receive from Participant Fees and User Fees in such fiscal year during the term of this Agreement.

4. Scheduling Activities. The City shall be responsible for coordinating the scheduling of all requested and special activities of LYF and other users of the Park. LYF agrees to work cooperatively with other users of the Park who may wish to utilize the Park. LYF agrees not to reserve the Park and then not use it except in the event of weather conditions or other extraordinary circumstances prevent such use. The City shall determine the final schedule of activities at the Park giving priority, in the event of a conflict, to the activities which will have the greatest number of participants.

5. Maintenance. During the time it has activities at the Park, LYF will be responsible for keeping those portions of the Park it is using including the restrooms clean of litter and other debris and in an orderly and safe condition.

6. Utilities. To the extent determinable by the City, LYF shall be responsible for the timely payment of the cost of utilities, i.e. water, sanitary sewer, electric, etc., directly related to the facilities it is using at the Park.

7. General Maintenance. The City will be responsible for mowing as needed during the time the field(s) at the Park are being used by LYF and for providing routine cleaning and maintenance of the Park's restrooms and other facilities. The City will be responsible for one application per year of fertilizer and weed control to the field(s) at the Park used by LYF. LYF shall be responsible, under the City's supervision, for repairing and restoring any damage or deterioration of such field(s) caused by the LYF's abnormal use.

8. Signage. All signage at the Park placed or caused to be placed by LYF shall have the prior written approval of the City Manager or his designee and shall be in compliance with the applicable provisions of the City Zoning Ordinance related to signs.

9. Concession Permits. If LYF operates a concession business during its use of the Park, it shall be responsible for obtaining and keeping current any licenses and permits required by the Kent County Department of Public Health or other governmental body or agency.

10. Indemnification and Insurance. LYF shall indemnify and hold harmless the City and its officers, councilmembers, agents and employees from and against any and all losses, expenses (including attorneys fees and costs) claims and demands sustained by the reason of the negligence of LYF and its members, volunteers, participants, guests and invitees while using the Park. LYF shall obtain and continuously maintain in effect during

the term of this Agreement a policy of general liability insurance in the amount of \$2,000,000 per occurrence and in the annual aggregate with an insurance company licensed to do business in the State of Michigan. The City shall be named as an additional insured on the policy and the policy shall contain a waiver of subrogation and provide at least 30 days written notice to the City of any cancellation, termination or material modification of the policy. LYF shall provide the City a current copy of the policy or a certificate of insurance evidencing such coverage.

11. Term. The term of this Agreement shall begin on August 1, 2017, and shall end on May 31, 2020. Thereafter, upon written approval of the City (including approval of the City Council) and LYF, this Agreement may be renewed for successive one-year terms.

12. Annual Review. LYF and the City agree to meet annually in April of each year beginning April 2018, to review this Agreement and the use of the Park by LYF during the prior calendar year.

13. Early Termination. This Agreement may be terminated by either party upon written notice to the other party for failure to comply with the terms of this Agreement and continued non-compliance for 30 days after such notice is given. In addition, this Agreement may be terminated at any time with or without cause upon 180 days advanced written notice by one party to the other party. Any notice given to the City shall be by first class mail or personal delivery to 301 East Main Street, Lowell, Michigan 49331, Attention: City Manager, and to LYF by first class mail delivered to P.O. Box 162, Lowell, Michigan 49331. Either party may notify the other of a change in the notice address by written notice in accordance with this paragraph.

14. Applicable Law. This Agreement shall be interpreted in accordance with the laws of the State of Michigan.

15. Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto related to the subject matter hereof and there are no other representations, promises or agreements, oral or written, expressed or implied between the parties hereto.

16. Amendment and Assignment. This Agreement may not be amended or assigned without the prior written consent of both parties hereto.

IN WITNESS WHEREOF, LYF and the City have caused these presents to be signed by their respective authorized officer(s) all as of the day and year first written above.

LOWELL YOUTH FOOTBALL

By: _____
Robert Nichols

Its: _____

CITY OF LOWELL

By: _____
Michael DeVore, Mayor

Attest: _____
Susan Ullery, City Clerk



LOWELL CITY COUNCIL

MEMORANDUM

DATE: July 13, 2017

TO: Mayor DeVore and the City Council

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

RE: Signage at various City Parks

Throughout previous years the Youth Fair, Lowell Youth Football and the Lowell Little League have been allowed to place several temporary banners on the fences surrounding each field. While this provides donations from businesses sponsoring such banners, it does not coincide with our current sign ordinance.

The definition of a temporary sign is a “display, informational sign, banner or other advertising device with or without a structural frame and intended for a limited period of display”. Only one temporary sign shall be permitted for each separate establishment located on a parcel of land. A temporary sign shall be displayed for not more than sixty days in a calendar year and shall be no larger than thirty-five square feet and shall not be illuminated.

What is occurring is the signage at Creekside Park and at Birch Field can only be seen in the proximity of those fields. Oncoming traffic generally doesn’t see them. Concern was made by the Parks and Recreation Commission about signage on the fencing surrounding the Fairgrounds property where traffic can see those and might be affected by them. Anyways, none of these instances are in compliance with our ordinances.

During negotiation of the agreement for the Kent County Fairgrounds, signage concern were shared to the Fair regarding the Park Board’s concerns and their response was this is being allowed with some of our entities. While I have mentioned the differences listed above, they are not wrong.

In talking with our Planner, Andy Moore from Williams and Works, he suggested the sign ordinance be revised allowing such banners 10 days before and after an event or for a period of one month. Because such a revision may take some time to complete, the Council could consider such banners a “governmental sign” because it is in relation to a community event until the ordinance is updated. Moore has also suggested as part of the amendment, we liberalize temporary sign requirements for community events.

It is important to note these organizations have utilized banners in this way for many years; however there have been complaints regarding the condition of the banners. The City Council needs to determine how they would like the City Administration to enforce the ordinance. Would they like us to enforce the matter as is or revise our ordinances to accommodate these concerns.

No action is being requested, however, City Administration is requesting discussion on how to address this matter moving forward.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 13-03

**AN ORDINANCE TO AMEND CHAPTER 20, "SIGNS," OF APPENDIX
A, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF
LOWELL**

Councilmember Ellison, supported by Councilmember Hall, moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment to Chapter 20 of Appendix A. Chapter 20, "Signs," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended in its entirety to read as follows:

CHAPTER 20. SIGNS.

Section 20-1.- Intent and Purpose.

The purpose of this chapter is to regulate the size, number, location and manner of construction and display of signs in the city. This chapter is further intended to protect all zoning districts from visual chaos and clutter, eliminate distractions hazardous to motorists, protect uses from excessive signage, provide the ability for the public to identify premises and establishments, encourage the preservation of the city's historic and small-town character through sign design and enhance the aesthetics of the community.

Section 20-2. - Scope.

A. *Compliance.* It shall be unlawful for any person to erect, place, or maintain a sign in the city except in accordance with the provisions of this chapter.

B. *Permit required.* Unless otherwise provided by this chapter, all signs shall require permits and payment of fees as determined from time to time by the city council. No permit is required for the maintenance of a sign or for a change of copy on painted, printed, or changeable copy signs. A building permit application shall be submitted along with the supplementary material noted below.

C. *Plan required.* When a site plan is required pursuant to chapter 18 of the zoning ordinance, proposed signage shall be illustrated on the site plan showing the sign area, sign height, clearance between the ground and the bottom of the sign, sign illumination, sign location and setbacks from property lines, and other applicable

information to enable the city to determine compliance with the requirements of this chapter. When a site plan is not required, a scaled drawing clearly depicting this information shall accompany the building permit application. The zoning enforcement officer may require that additional information be illustrated on a plan or drawing to determine compliance with this chapter.

D. *Additional provisions.* In addition to the provisions of this chapter, provisions of section 11.5-6 of chapter 11.5 of the Code of Ordinances shall apply to signs located in a historic district. Sponsorship signs are permitted and governed by article IV of chapter 14 of the Code of Ordinances.

Section 20.03. - Definitions.

The following words shall have the meanings set forth in this section:

- A. *Changeable copy sign:* A sign that consists, in whole or in part, of a message or image that can be changed periodically, whether manually or by automatic or technical means.
- B. *Construction sign:* A sign which identifies the owners, financiers, contractors, architects, and engineers as well as the name of a project under construction.
- C. *Development sign:* A ground sign which identifies the name of a residential development and which is located at an entrance to the development for the purpose of assisting the public in determining the location of the development.
- D. *Directional sign:* A sign which gives directions, instructions, identifying logos without text, or facility information related to the use on the property on which the sign is located, such as parking or exit and entrance signs and which sets forth no other advertisement.
- E. *Freestanding sign:* A sign supported by one (1) or more up-rights, poles or braces placed in or upon the ground and not attached to any building and having a clear space of at least eight (8) feet from the ground to the bottom of the sign.
- F. *Government sign:* A temporary or permanent sign erected by the city, the State of Michigan or the federal government for the purpose of street direction or traffic control; to designate hours of activity or use of parking lots, recreational areas, governmental buildings or other public space; to recognize a historic landmark; or for other public purposes.
- G. *Ground sign:* A sign supported by a foundation or base which is at least half as wide as the sign which it supports when looking at the sign face, with no more than thirty (30) inches clearance from the bottom of the sign to the ground below.
- H. *Human sign:* A sign which is held by or attached to a human for the purpose of advertising any goods, services, functions or specific business locations.

- I. *Incidental sign*: A sign that, when visible from the street, identifies a street address, entrances and exits, safety precautions, identifying logos, without text, and other such incidental information, and which sets forth no other advertisement. It may also refer to a sign which is not intended to be viewed from the street.
- J. *Marquee*: A permanent structure that projects from the exterior wall of a building.
- K. *Marquee sign*: A sign attached to a marquee, canopy, or awning projecting from and supported by a building.
- L. *Mean grade*: A reference plane representing that arithmetic mean of the lowest and highest grade elevations in an area within five (5) feet of the foundation line of a sign structure, or in the area between the sign structure foundation line and the lot line, in the case where the sign structure foundation line is less than five (5) feet from the lot line.
- M. *Memorial sign*: A sign, tablet, or plaque memorializing a person, event, structure or site.
- N. *Mural*: A graphic displayed on the exterior of a building, generally for the purposes of decoration or artistic expression, including but not limited to painting, fresco or mosaic, but not including any commercial message or advertising.
- O. *Off-premise sign or billboard*: An outdoor sign advertising services, products, activities, persons or events which are not made, produced, assembled, stored, distributed, leased, sold or conducted upon the premises upon which the sign is located.
- P. *Placard*: A sign which provides notice of a public nature, such as "No Trespassing" or "No Hunting" signs.
- Q. *Political sign*: A temporary sign used in connection with a local, state or federal election, political topic or opinion, or referendum.
- R. *Portable sign*: A sign, usually of a temporary nature, not permanently anchored to the ground or to a building or structure, typically containing manually changeable copy, and which obtains some or all of its structural stability with respect to wind or other normally applied forces by means of its geometry or character.
- R. *Projecting sign*: A sign which projects from and is supported by the wall of a building.
- S. *Real estate sign*: A sign located on premises containing land or buildings for sale, rent or lease, or buildings under construction and intended for sale, rent or lease.
- T. *Roof line*: That line which represents the highest portion of any part of the roof structure, excepting gables, chimneys or other incidental architectural features.

- U. *Roof signs:* Any sign erected, constructed and maintained wholly upon or over the roof of any building with its principal support on the roof structure of such building.
- V. *Sandwich board sign:* A movable sign not secured or attached to the ground surface, constructed in such a manner as to form an "A" or tent-like shape.
- W. *Sign:* Any device or structure, part thereof, or device attached thereto or painted or represented thereon, or any material or thing which displays numerals, letters, words, trademarks, or any other representational use for direction or designation of any person, firm, organization, place, product, service, business, establishment, activity or industry, which is located upon any land or building, in or upon a window, or indoors in such a manner as to attract attention from outside the building.
- X. *Sign area:* The entire area within a regular geometric form, or combination of regular geometric forms, comprising all of the display area of the sign and including all of the elements of the matter displayed.
- Y. *Street frontage:* The distance for which the front boundary line of the lot and the street line are coincident.
- Z. *Temporary sign:* A display, informational sign, banner or other advertising device with or without a structural frame and intended for a limited period of display.
- AA. *Vehicle sign:* A sign shall be considered a vehicle sign when the vehicle or trailer upon which the sign is painted or attached is parked or placed primarily for advertising purposes. Currently licensed commercial vehicles in general daily off-site use are not included as part of this definition.
- BB. *Wall sign:* A sign which is attached directly to or painted upon a building wall and which does not extend more than eighteen (18) inches therefrom with the exposed face of the sign in a plane parallel to the building wall.
- CC. *Window sign:* A sign attached to, or in close proximity to, the window surface so as to be clearly and comprehensively visible from the outside.

Section 20.04. - Signs prohibited.

The following types of signs are prohibited in all zoning districts:

- A. Abandoned signs, or signs in disrepair.
- B. Air-filled or gas-filled balloon signs.
- C. Signs with moving parts, audible signs, and/or flashing signs (except traffic control devices).
- D. Roof signs.

- E. Signs or illumination imitating or resembling official traffic or government signs or signals.
- F. Vehicle signs.
- G. Off-premise signs or billboards.
- H. Other signs not expressly permitted or which do not conform to the provisions of this chapter.

Section 20.05. - General sign provisions.

A. *Sign placement.*

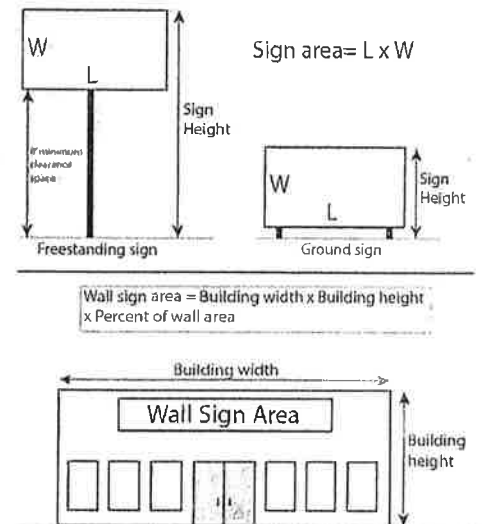
1. Unless otherwise permitted, all signs shall be located on the same parcel for which the sign is intended to serve. The provisions of this article are not intended to conflict with provisions controlling signs regulated under the authority of the Highway Advertising Act of 1972, Act 106 of the Public Acts of Michigan of 1972, as amended, MCL 252.301, *et seq.*
2. No sign shall be located closer than two (2) feet to a public road right-of-way or property line; provided that the zoning enforcement officer or planning commission may approve a lesser setback upon finding that the proposed sign will not interfere with motorist or pedestrian visibility and safety. No sign shall overhang a public street right-of-way except as otherwise permitted; and all signs, including wall signs, shall have a minimum ground clearance of eight (8) feet above a sidewalk or walkway.
3. The requirements of Section 4.06 of the Code of Ordinances apply and no sign shall be placed within a clear vision area as defined therein. No exterior sign shall be located or erected in such a manner as to interfere with traffic visibility.
4. A wall sign shall not extend beyond the edge of the wall to which it is affixed. A wall, marquee or projecting sign shall not extend above the roof line of the building to which it is attached.
5. No light pole, utility pole, or other supporting member thereof shall be used for the placement of any sign unless specifically designed and approved for such use.

B. *Sign illumination.*

1. Unless otherwise specified in this chapter, all signs may be illuminated, except temporary signs and signs for home occupations.
2. Illumination shall not be flashing, blinking, intermittent, oscillating, or an on-and-off type of lighting. No sign shall utilize a revolving beacon light.

3. Illumination shall be arranged so that light is deflected away from adjacent properties and no direct sources of light shall be visible to any motorist or pedestrian located in the public right-of-way or from any adjacent property. Any external lighting of signs shall be facing downward or otherwise directed to illuminate only the sign face.
4. No sign illumination shall be so placed or designed to be confused with, or appear similar to, a highway sign or traffic safety device.
5. All lighting on the underside of a vehicle service station canopy shall be fully recessed. A maximum of twenty-five (25) percent of each canopy facade area may be internally illuminated. No portion of any canopy facade may be externally illuminated.
6. Internally lighted signs, electronic message boards, back-lit changeable copy signs and signs incorporating light emitting diode (LED), liquid crystal, video or other types of internally lighted systems shall be designed, shielded and oriented so as not to interfere with adjacent public rights-of-way or private property and such signs shall not emit light exceeding either ten (10) foot candles measured four (4) feet perpendicular to the sign face or one-half (½) foot candle measured at the property line of the adjoining privately-owned property.

- C. *Sign area and height.* Where a sign has two (2) or more faces, the area of all faces shall be included in determining the area of the sign, except that where two (2) such faces are placed back to back and are at no point more than two (2) feet apart from one another, the area of the sign shall be taken as the area of one (1) face if the two (2) faces are of equal area, or the area of the larger face if the two (2) faces are of unequal area. In the case of a circle or sphere, the total area of the circle or sphere is divided by two (2) for purposes of determining the maximum permitted sign area. Framed and structural members not bearing advertising matter shall not be included in computation of surface area; provided, that the base of a ground sign cannot exceed two (2) feet in height and the base and structural members of a freestanding sign cannot exceed fifty percent (50%) of the total area of the sign face.



The height of a sign shall be measured as the vertical distance from the highest point of the sign to the grade of the adjacent street or the mean grade of the ground immediately beneath the sign, whichever is less.

- D. *Most restrictive sign requirements.* Where a proposed sign appears to meet the definition of more than one (1) sign, the most restrictive requirements and

limitations of the defined sign types shall apply, as determined by the zoning enforcement officer.

- E. *Multiple tenant building.* For buildings with multiple tenants, sign areas for wall signs, projecting signs, and marquee signs shall be determined by taking that portion of the front wall of the building applicable to each tenant and computing sign limits for that portion of the total wall. Where a wall sign, projecting sign or marquee sign is permitted in a multi-tenant building or site, each individual establishment is permitted one (1) such sign subject to standards applying in the applicable zone district, in which case, wall surface applies to the wall surface of the individual establishment.
- F. *Maintenance of signs.* All signs shall be maintained in a safe condition with proper bracing, anchorage and foundation and be subject to inspection by the building inspector or other person designated by the city. A sign which no longer serves the purpose for which it is intended or is abandoned or is not maintained in accordance with applicable regulations shall be removed by the owner of the sign or the owner of the property upon which the sign is located.

Section 20.06. - Signs not requiring permits.

- A. Signs shall not be erected without the issuance of a building permit, except for the following signs, provided that such signs comply with the provisions of this chapter:
 - 1. Government signs.
 - 2. Signs erected by an essential public service establishment denoting utility lines, railroad lines, hazards, and precautions, including portable flashing signs.
 - 3. Real estate signs advertising premises for sale, rent, or lease when not more than thirty-two (32) square feet in area and eight (8) feet in height for a commercial or industrial zoned property, or six (6) square feet in area and four (4) feet in height for other zoned properties. A real estate sign shall be located on the property that is for sale, rent, or lease. One (1) sign per property street frontage shall be permitted.
 - 4. For non-residential projects, a construction sign not exceeding thirty-two (32) square feet in area and having a height not greater than eight (8) feet. There shall be only one construction sign for a development or project. Construction signs shall not be erected until a building permit has been issued and the sign shall be removed immediately upon issuance of a certificate of occupancy. For residential projects, a construction sign not exceeding twenty-four (24) feet in area and having a height not greater than six (6) feet, shall only be erected upon city approval of the project and shall be removed within one (1) year of issuance of the first building

permit for a dwelling or structure, or upon the erection of a development sign, whichever occurs first.

5. Memorial signs not larger than twelve (12) square feet in area which are either (a) cut into the face of a masonry surface or (b) constructed of bronze or other incombustible material when located flat on the face of a building.
6. Holiday lights, murals, works of art, and decorations with no commercial message.
7. Placards not exceeding two (2) square feet in area.
8. Incidental signs or directional signs up to six (6) square feet in area. If intended to be viewed from the street, only those signs which, in the opinion of the zoning enforcement officer, are necessary to indicate entrances, exits, safety precautions, street addresses, including identifying logos without text, and other such incidental language shall be permitted. Incidental signs and directional signs shall not contain a commercial message.
9. A temporary sign used to advertise a garage sale or estate sale on residential property, graduation party or similar temporary event, not to exceed six (6) square feet in area. Such sign shall be removed immediately after the completion of the event. Such sign shall be placed within the property line of the premises on which said sale or event is conducted and shall be removed immediately after the completion of the sale or event.
10. Political signs shall be permitted in all zoning districts and there shall be no limit to the number of signs, provided that the cumulative square footage of signage shall not exceed thirty-two (32) square feet per lot in nonresidential districts and twelve (12) square feet per lot in residential districts. Political signs shall not be greater than six (6) feet in height in nonresidential zoning districts, or greater than four (4) feet in height in residential zoning districts, and signs shall not be located in a manner which may obstruct vision of vehicular or non-motorized traffic on any street. Political signs erected in connection with an election or referendum shall not be erected more than ninety (90) days prior to such event and must be removed within ten (10) days following such event.
11. A home occupation shall be permitted one (1) two (2) square foot wall sign.
12. Window signs, provided that window signs shall not cover more than fifty percent (50%) of the windows on any building wall.
13. Flags or insignia of any nation, state, county, city, community organization, or educational institution, no larger than five (5) feet by

eight (8) feet; provided that no more than one (1) such flag shall be permitted on each lot or parcel of land for every twenty (20) linear feet of street frontage. Flags shall not contain a commercial message. The maximum sign height of flagpoles shall be thirty-five (35) feet.

14. Notwithstanding any other conflicting provisions contained in this Chapter 20, sandwich board signs shall be permitted, and only permitted, in C-2 - Central Business District zone districts. A sandwich board sign area shall not exceed (a) twelve (12) square feet per side, (b) a height of four (4) feet and (c) a width of three (3) feet and shall not in any way be illuminated. A sandwich board sign shall not be permanently moored or anchored to any other object or structure, but shall be designed or weighted to prevent instability or movement by wind or other natural forces. A sandwich board sign may only be placed in front of the facade of the building front of the business or establishment whose information the sign pertains during the hours the business or establishment is open to customers, patrons or the public. Only one (1) sandwich board sign shall be permitted for each business or establishment. All sandwich board signs shall be placed in alignment with city light poles and tree grates and so as not to block neighboring sandwich board signs or unreasonably interfere with pedestrian traffic.
15. One (1) human sign is permitted per lot at any given time, provided that the human sign does not block the sidewalk.

Section 20.07. - Supplementary signs.

In addition to the signs permitted and regulated in this chapter, the signs listed below shall be permitted in accordance with the following standards:

- A. *Temporary signs.* Temporary signs shall be permitted on land zoned C-1 - Neighborhood Business District, C-2 - Central Business District, C-3 - General Business District, PF - Public Facilities District, I-L - Light Industrial District and I - Industrial District, as follows:
 1. Only one (1) temporary sign shall be permitted for each separate establishment located on a parcel of land.
 2. A temporary sign shall be displayed for not more than sixty (60) days (whether or not consecutive) in a calendar year.
 3. A temporary sign shall not be larger than thirty-five (35) square feet and shall not be illuminated.
 4. A temporary sign shall include any other or subsequent temporary sign of generally similar appearance, nature and purpose, as compared to the temporary sign initially permitted under the terms of this section 20.07. Accordingly, an applicant shall not seek to extend the time limitation of

the display of a temporary sign by the attempted display of a different, though similar, temporary sign following the maximum permitted period of display of a permitted temporary sign.

5. A permit for a temporary sign shall be required. An application for the permit, including an application fee as set by the city council from time to time, shall be submitted and include the following:

- (a) An accurate sketch indicating the exact dimensions of the sign, its height, the structure upon which it will be placed, its location in relation to buildings, property lines, driveways and off-street parking areas, and such other information as may be required by the zoning enforcement officer in order to assure that the temporary sign shall comply with the applicable requirements of this chapter.
- (b) A statement signed by the applicant listing specifically the days or the span of consecutive days during which the sign will be displayed and the date or dates on which the sign will be removed and, if applicable, the subsequent date or dates on which the sign will be re-installed and again removed, during the calendar year.
- (c) A listing and description of the other temporary signs, if any, located on the property at the time of the application.

- B. *Portable signs.* In the C-3 – General Business District, I-L – Light Industrial District, I – Industrial District, and PF – Public Facilities District, one (1) portable sign may be erected in lieu of a temporary sign, subject to the provisions in subsection A above, provided, that only one (1) is permitted per lot at any given time, and, provided, further, that the portable sign shall not exceed thirty-five (35) square feet in area. In addition, notwithstanding the provisions of subsection A above, a portable sign shall not be displayed for more than seven (7) consecutive days and not more than three (3) times in any calendar year.

- C. *Changeable copy signs.* All or a portion of a ground or freestanding sign may be a changeable copy sign in compliance with all of the following requirements, provided, that a changeable copy sign is not permitted in any residential zoning district except when used to advertise a city, county, state or public school facility:

- 1. The area of a changeable copy sign shall be included in the applicable maximum ground or freestanding sign area limitation and the area of a changeable copy sign shall not exceed fifty percent (50%) of the applicable maximum permitted ground or freestanding sign area.
- 2. A changeable copy sign shall not change its message, image or other graphic material with such frequency as to be flashing or oscillating, whether in whole or in part. For purposes hereof, a flashing or oscillating

sign shall include not only a sign having a message or image that changes with high rapidity, but shall also include a sign having a message or image that changes with a frequency such as to serve as a means of attracting attention to the sign or the land use, rather than for the purpose of providing identification or information. The message, image or other graphic material of a changeable copy sign shall change no more frequently than six (6) seconds and each change shall occur in one (1) second or less.

3. The message, image or other graphic material of a changeable copy sign shall, when changing, appear only in its entirety or shall appear in successive letters, words or other graphic elements from left to right only. The message, image or other graphic material shall not appear to flash, move from the center of the sign outward, move from the corners of the sign inward or demonstrate any other unusual movement, oscillation or method of appearance.

Section 20.08. - Permitted signs by zoning district.

- A. The following sign types shall be permitted in accord with the following regulations, in the SR – Suburban Residential District, R-1 – Residential District, R-2 – Residential District, R-3 – Residential District, and MHP Manufactured Home Park District:

1. The following sign is permitted identifying the name of a permitted residential development:

Type	Maximum Number	Maximum Sign Area	Height
Development	1 per lot or parcel	20 square feet	6 feet

2. The following sign is permitted identifying the name of a permitted non-residential use:

Type	Maximum Number	Maximum Sign Area	Height
Ground	1 per lot or parcel	20 square feet	6 feet

- B. The following sign types shall be permitted in accord with the following regulations, in the C-1 – Neighborhood Business District, and PF – Public Facilities District:

Type	Maximum Number	Maximum Sign Area	Height
Ground	1 per lot or parcel	32 square feet	6 feet
Wall or Marquee	1 per building wall facing a parking lot or public street	15% of the wall surface or 30% of marquee face, as applicable, or 50 square feet, whichever is less	See Section 20.05. A. 4.

- C. The following sign types shall be permitted in accord with the following regulations, in the C-2 – Central Business District:

Type	Maximum Number	Maximum Sign Area	Height	Location
Projecting	1 per building wall facing a parking lot or public street	20 square feet	See Section 20.05. A. 4	Cannot extend more than 5 feet from building wall
Wall or Marquee	1 per building wall facing a parking lot or public street	20% of the wall surface or 30% of marquee face, as applicable, or 50 square feet, whichever is less	See Section 20.05. A. 4.	

- D. The following sign types shall be permitted in accord with the following regulations, in the C-3 – General Business District:

Type	Maximum Number	Maximum Sign Area	Height
Ground or Freestanding	1 per street frontage; provided, that a double-frontage lot is permitted only 1 freestanding sign	48 square feet, or 32 square feet if the lot has a street frontage of 66 feet or less	6 feet for a ground sign and 20 feet for a freestanding sign
Wall or Marquee	1 per building wall facing a parking lot or public street	20% of the wall surface or 30% of marquee face, as applicable, or 50 square feet, whichever is less	See Section 20.05. A. 4.

1. Each individual establishment in a multi-tenant commercial building or development is not permitted a separate ground or freestanding sign; one (1) collective ground or freestanding sign may be used subject to the standards above, provided that a collective ground or freestanding sign shall be permitted a maximum sign area of 72 square feet.

- E. The following sign types shall be permitted in accord with the following regulations, in the I – Industrial District:

Type	Maximum Number	Maximum Sign Area	Height
Ground	1 per lot or parcel	32 square feet	6 feet
Wall	1 per building wall facing a public street	5% of the wall surface or 50 square feet, whichever is less	See Section 20.05. A. 4.

Section 20.09. - Construction and maintenance.

- A. All signs shall be constructed and maintained in accordance with the latest version BOCA National Building Code adopted by the city.
- B. Signs shall be maintained free of peeling paint or paper, fading, staining, rust, or other conditions which impair legibility.
- C. All signs, sign supports, frames, braces, wiring, guys and anchors shall not be maintained in such a manner which, in the opinion of the zoning enforcement officer, has the potential to create a hazard for pedestrians and vehicles.

- D. Signs shall not become unsightly through disrepair or action of the elements. Internal framing, light fixtures and bulbs, and wiring shall not be exposed to the elements.
- E. All signs shall be designed to ensure a dead load and wind pressure in any direction of not less than thirty (30) pounds per square foot of area. All signs shall be securely anchored or otherwise made immobile. Temporary signs, portable signs, or signs made of cloth, fabric, lightweight plastic, or other easily combustible material, or which are produced or originally constructed to flutter in the wind, as determined by the zoning enforcement officer, shall not be placed or left as permanent signs.

Section 20.10. - Nonconforming signs.

- A. Signs lawfully erected prior to the adoption of this ordinance or applicable amendment thereto which do not meet the standards of this ordinance and any applicable amendment thereto may be continued, except as hereinafter provided. No nonconforming sign shall:
 - 1. have any changes made in the words or symbols used or the message displayed on the sign, unless the sign is specifically designed for periodic change of message;
 - 2. be structurally altered so as to change the shape, size, type or design of the sign; or
 - 3. be reestablished or continued after the activity, business, or use to which it applied has been discontinued for at least ninety (90) days.
- B. Signs lawfully erected prior to the adoption of this ordinance or applicable amendment thereto which do not meet the size limitations of this ordinance and any applicable amendment thereto may be changed to another nonconforming sign, provided that the sign replacing the original nonconforming sign is at least thirty-three (33) percent smaller in area than the original nonconforming sign.
- C. No sign shall be required to be removed which was erected in compliance with this ordinance if such sign becomes nonconforming due to a change occurring after the adoption of this ordinance or applicable amendment thereto in the location of a building, streets, or other signs, and which change is beyond the control of the owner of the premises on which the sign is located.
- D. If the owner of the premises on which a sign is located changes the use of the building, or changes the location of any property line or sign, so that any sign is rendered nonconforming, such sign must be removed or made to conform to this ordinance and any applicable amendment thereto.

Section 20.11. - Discontinuance or abandonment.

Whenever the activity, business or use of a primary premises to which a sign is attached or related has been discontinued for a period of at least ninety (90) days, such discontinuance shall be considered conclusive evidence of an intention to abandon the sign attached or related thereto. At the end of this period of abandonment, the sign shall either be removed or altered to conform with the provisions of this ordinance and any applicable amendment thereto. All costs of removal shall be at the property owner's expense.

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

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

YEAS: Councilmembers Schwab, Hall, Schrauben, Ellison and Mayor Hodges.

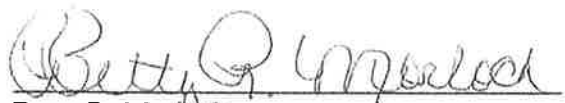
NAYS: Councilmembers none.

ABSTAIN: Councilmembers none.

ABSENT: Councilmembers none.

ORDINANCE DECLARED ADOPTED.

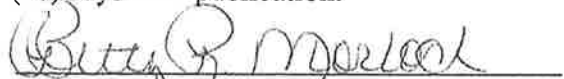
Dated: August 5, 2013


Betty R. Morlock
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on August 5, 2013, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents, was published in the *Lowell Ledger*, on August 7, 2013. I further certify that the above ordinance was entered into the Ordinance Book of the City on August 5, 2013, 2013, and was effective August 17, 2013, ten (10) days after publication.

Dated: August 5, 2013


Betty R. Morlock
City Clerk

Complaint Book Total													171	352	548	746	964	1173								
Activity													Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Year Total	
Total Arrests													27	16	26	26	27	19								141
Alcohol (MIP/Open Intox)													2	1	0	1	1	0								5
Drug Law Violations													2	2	4	6	4	1								19
Drunk Driving													0	1	4	0	2	0								7
Suspended License													5	2	7	3	2	1								20
Warrant Arrest													16	7	7	7	8	11								56
Other Arrests													2	3	4	9	10	6								34
Assault													2	0	1	0	3	1								7
Assault (Civil/Verbal)													3	4	1	3	4	4								19
Assault (Domestic)													3	2	0	1	2	0								8
Assist from Other Agency													5	7	5	4	10	12								43
Assist to Other Agency													10	14	7	14	15	10								70
Assist to Citizen													44	50	35	40	41	46								256
Breaking & Entering													0	0	0	2	1	1								4
Disorderly Conduct													2	2	4	2	5	6								21
Dog/Animal													1	1	4	4	3	2								15
Larceny													3	9	7	2	7	13								41
Malicious Destruction													1	1	3	2	1	3								11
Motorist Assist													7	4	7	10	13	5								46
Ordinance Violations													10	2	8	7	13	15								55
Accident Total													9	14	9	12	14	12								70
{Property Damage}													9	14	8	12	12	10								65
{Personal Injury}													0	0	1	0	2	2								5
Citations Issued													23	35	55	50	38	27								228
Traffic Stops: Warned													93	72	161	159	132	115								732
Total # of Traffic Stops													102	88	203	186	142	119								840

**AGENCIES ASSISTING
LOWELL POLICE DEPARTMENT
JUNE 2017**

COMPLAINT #	DATE	INCIDENT TYPE	AGENCY	STATUS
17-0993	6/4/2017	SUICIDAL THREATS	LOWELL AMBULANCE	ASSISTED
17-1003	6/6/2017	SUSPICIOUS DEATH	LOWELL AMBULANCE	ASSISTED
17-1042	6/12/2017	SUICIDAL THREATS	LOWELL AMBULANCE	ASSISTED
17-1045	6/13/2017	SUSPICIOUS SUBJECT	KCSD	ASSISTED
17-1057	6/14/2017	VERBAL DOMESTIC	KCSD	BACK-UP
17-1071	6/16/2017	SUICIDAL THREATS	LOWELL AMBULANCE	ASSISTED
17-1072	6/16/2017	SUICIDAL THREATS	LOWELL AMBULANCE	ASSISTED
17-1088	6/18/2017	ALARM	KCSD	BACK-UP
17-1089	6/18/2017	RESISTING & OBSTRUCTING	IONIA CO & KCSD	ASSISTED
17-1097	6/20/2017	STOLEN VEHICLE	KCSD	ASSISTED
17-1099	6/20/2017	NATURAL DEATH	LOWELL AMBULANCE	ASSISTED
17-1141	6/25/2017	FAMILY TROUBLE	KCSD	BACK-UP

**LOWELL POLICE DEPARTMENT
ASSISTING OTHER AGENCIES**

JUNE 2017

COMPLAINT #	DATE	INCIDENT TYPE	DEPARTMENT	STATUS	VENUE
17-0985	6/2/2017	RETAIL FRAUD	KCSD	ASSIST	LOWELL
17-0992	6/4/2017	VERBAL DOMESTIC	KCSD	BACK-UP	LOWELL
17-1031	6/10/2017	PD H&R ACCIDENT	IONIA CO	ASSIST	VERGENNES
17-1033	6/10/2017	RETAIL FRAUD	KCSD	ASSIST	LOWELL
17-1051	6/13/2017	STAND-BY	KCSD	BACK-UP	LOWELL
17-1082	6/17/2017	LOUD MUSIC	KCSD	BACK-UP	LOWELL
17-1085	6/18/2017	PI ACCIDENT	IONIA CO	ASSIST	VERGENNES
17-1142	6/25/2017	LOITERING	KCSD	ASSIST	LOWELL
17-1149	6/27/2017	MEDICAL	KCSD	BACK-UP	LOWELL
17-1167	6/30/2017	SUSPICIOUS / POSSIBLE LARCENY	KCSD	ASSIST	LOWELL

**MONTHLY COMPARISON TOTALS
JUNE 2016 AND 2017**

ACTIVITY	JUNE	2016 YEAR-TO-DATE	JUNE	2017 YEAR-TO-DATE
Total Arrests	28	133	19	141
Alcohol (MIP/Open Intox)	2	17	0	5
Drug Law Violations	3	26	1	19
Drunk Driving	3	11	0	7
Suspended License	2	15	1	20
Warrant Arrest	10	34	11	56
Other Arrests	8	30	6	34
Assault	2	5	1	7
Assault (Verbal)	5	25	4	19
Assault (Domestic)	0	11	0	8
Assist from Other Agency	10	51	12	43
Assist to Other Agency	12	78	10	70
Assist to Citizen	40	190	46	256
Breaking & Entering	2	8	1	4
Disorderly Conduct	8	23	6	21
Dog Complaints	3	19	2	15
Larceny	10	32	13	41
Malicious Destruction	3	18	3	11
Motorist Assist	8	669	5	46
Ordinance Violations	11	55	15	55
Accident Total	11	65	12	70
{Property Damage}	6	58	10	65
{Personal Injury}	5	7	2	5
Citations Issued	13	127	27	228
Traffic Stops: Warned	55	558	115	732
# of Traffic Stops Made	65	380	119	840
TOTAL COMPLAINTS	210	1128	209	1173

CITY OF LOWELL
REPORT FOR : JUNE
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 24.68718 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: JUNE TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 368.83 HOURS, WHICH RESULTED IN
416.25 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 166.77

ELECTRICAL COST PER MILLION GALLONS: \$ 195.99

TOTAL COST PER MILLION GALLONS: \$ 362.76

WATER PRODUCTION

DAILY AVERAGE: 0.823

DAILY MAXIMUM: 1.170

DAILY MINIMUM: 0.570

THE AVERAGE PLANT OPERATION TIME WAS 11.898 HOURS PER DAY.

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI 49331

Phone: 616-897-5929 Fax: 616-

Posted Totals by Invoice Number

Report Date: 06/30/2017

Period From: 06/01/2017 To: 06/30/2017

Invoice Number	Date	Name	Tax	Total	Balance Due
001145	06/12/2017	Street Dept.	0.00	1,194.96	
001167	06/05/2017	Equipment	0.00	172.22	
001168	06/15/2017	Equipment	0.00	977.00	
001169	06/14/2017	Equipment	0.00	714.97	
001170	06/13/2017	Water Plant, Organization.	0.00	63.00	
001171	06/13/2017	Water Plant, Organization.	0.00	31.50	
001172	06/15/2017	Equipment	0.00	245.66	
001173	06/26/2017	Equipment	0.00	67.81	
001174	06/26/2017	Equipment	0.00	392.02	
001175	06/26/2017	Equipment	0.00	194.24	
001176	06/29/2017	Equipment	0.00	354.91	
001177	06/28/2017	Police	0.00	48.27	
Grand Totals:			0.00	4,456.56	0.00

	Straight time					Overtime					Emergency Call Out					Standby				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
City Hall				8.5																
Cemetery		2.5	1																	
Public Works	1	13.5	6.25	11	4															
Sidewalks																				
Parks																				
Library																				
Fire																				
Maj. Maint.																				
Maj. Traffic																				
Maj. Winter(Plowing)																				
Loc. Maint.																				
Loc. Traffic																				
Loc. Winter (Plowing)																				
D.D.A.		5.5		0.75																
WW Plant																				
Sewer Mains																	2	2		
Water Plant		1	0.5	3.25	17.5		15.5			3										
Water Mains				2.75	4.5															
Equip. Maint.	7.5	17.5	24.3	13.8	14															
Sick Leave																				
Vacation																				
PPH																				
Holiday			8																	
Totals Hrs. Per Week	8.5	40	40	40	40	15.5				3							2	2		

Straight time
Overtime
Call Out
Stand By

Totals Hrs. For Month

168.5
18.5
4



Lowell Area Fire and
Emergency Services Authority
Lowell Area Fire Department
301 E. Main St. Lowell, MI 49331
616-897-7354

Monday, July 03, 2017

Fire Authority Board:

We responded to 57 total incidents for the month of June, 16 fire related and 41 medical.

We have ordered the replacement hose. These are to replace the ones that failed during the annual test. This was the final year of testing covered by the sale of the 1946 Seagrave truck. Next year we will go out for bids with the rest of the county.

The new doors are installed and look great. The installer will be repairing the cracked blocks at no charge. This happened during the install

We had another great training this month. We hosted an agriculture special rescue class. This consisted of 2 days of training. Thank you to Blough Brothers farm for the use of the equipment and the farm for this intense class. The class consisted of 3 scenarios. #1 was a tractor rollover. #2 was auger entanglement. #3 was corn bin rescue. Each group was required to go through each station and rescue the victim. The final rescue was a corn bin rescue using the aerial truck supplied by Belding fire and Chief Greg Moore. Shannon, Corey and Dean did a great job setting this up with the help of Sean and Justin. We had class members from Walker, Freeport and Lansing. Professional Training Service taught the class and did a great job.

I'm waiting to hear back about the schedule for the building repairs from Mark Batchelor. He's been working out of town.

Matt McConnon has left Rockford Ambulance. Jr. Chavez is now the operations manager.

This year's pancake breakfast will be during the harvest festival in October.

June 20th marked my first year of leading this amazing team. We have made a lot of changes; not only in members but in the way we operate. It's my opinion, after talking with our team, that we are moving in the right direction. As we move forward our goal is to continue improving and continue to work as a team. We have grown as a family over the past 12 months and I feel we are closer than ever before. We are getting more participation, not only in training but in all areas of our duties. Thank you all for supporting not only myself but your fire department team. All of your support during this time as given our members a fresh new opinion of the board and what they do to make this a great department.

We are continuing to work on the punch list provided by the DPW director regarding our station needs.

Shannon and I are reviewing all reports. The Sunday evening officer meetings continue to be very productive.

Please feel free to contact me at (616) 648-1478 with any questions or concerns.

Respectfully, Ron van Overbeek

Fire Chief, Lowell Area Fire Dept.

Lowell Area Fire Dept.

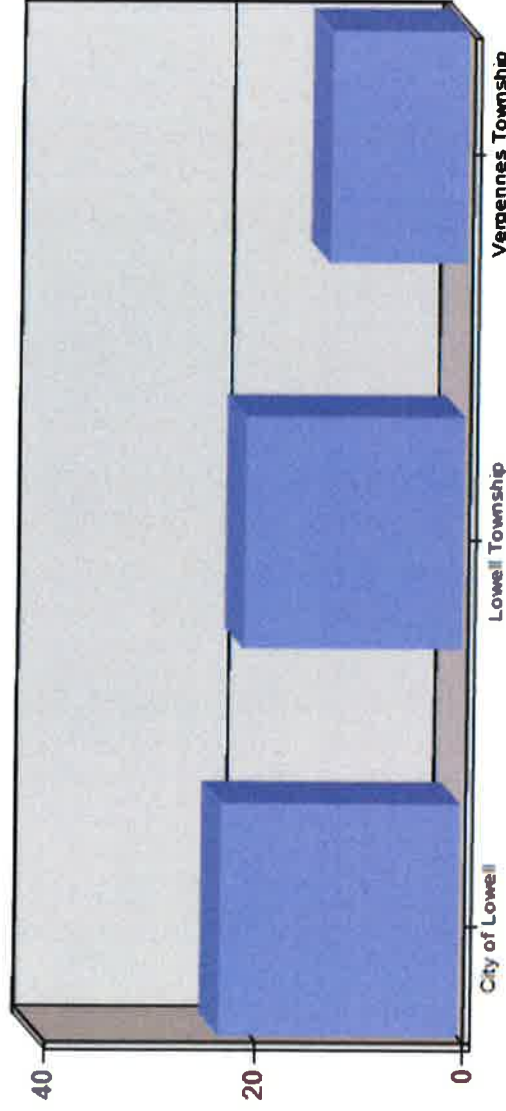
Lowell, MI

This report was generated on 7/1/2017 7:37:18 AM



Incident Count per Zone for Date Range

Start Date: 06/01/2017 | End Date: 06/30/2017



ZONE	# INCIDENTS
City of Lowell - City	23
Lowell Township - Lowell Township	21
Vergennes Township - Vergennes Township	13
TOTAL:	57

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

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 7/1/2017 7:41:39 AM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 06/01/2017 | End Date: 06/30/2017

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	23	32:39
Lowell Township - Lowell Township	21	30:33
Vergennes Township - Vergennes Township	13	23:53
TOTAL	57	87:05

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 7/1/2017 7:40:25 AM

Incident Count per User-Defined Fields for Date Range

Start Date: 06/01/2017 | End Date: 06/30/2017

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)	
0	57

USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)	
0	57

USER-DEFINED FIELD: Hose 3 inch Feet used (Required)	
0	57

USER-DEFINED FIELD: Hose 5 inch feet used (Required)	
0	57

USER-DEFINED FIELD: Hand Tools Used (Required)	
0	56
1	1

USER-DEFINED FIELD: Rescue Tools Used (Required)	
0	55
1	1
Spreaders and cutters	1

USER-DEFINED FIELD: Water used (gal) (Required)	
0	57

May 2017 Sexton's Report

Total of Burials: 3 of those were: full: cremations: 3 Year to date 11

Oakwood: Spent 328.75 hrs. plus 33.75 hrs. o.t

- Lots of mowing plus the weed whipping.
- Helped a few people locate their relatives.
- Boy Scouts helped a few Veterans get all the flags out, over 600 again.
- Went to G.R. for supplies, and plants.
- Worked on equipment.
- Weeded tree saucers and added a fresh coat of new wood chips.
- Cleaned up after some tree trimming was done.
- Hauled some of our debris to the dump.

City Hall – LPD: Spent 38.75 hrs mowing and trimming once each week, and some weeding. Added new wood chips.

Englehardt Library: Spent 50.25 hrs

- Mowing and trimming once each week
- Did some weeding around the trees and in front adding wood chips.
- Filled soap dispensers in both bathrooms.
- Did more work on the deck project..

D.D.A. Spent 175 hr's. & 9.75 hr's o.t.

- Mowing and trimming once each week..
- Planted some annual flowers in all up front and visible beds.
- Had to deal with a lot of weeds.
- Continued to work on irrigation issues.
- Sprayed weeds in cracks and tree saucers, added new layer wood chips.

Museum: Spent 46.25 hr's.

- Mowed and trimmed once each week
- Weeded as needed..
- Did a lot to get court yard level and seeded. Hand watered it a lot.

Major Winter:.. 75 lent Ron to help Scott

Local Winter: >75 lent Ron to help Scott

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB17900723	2350 W MAIN ST SE	06/01/2017	41-20-03-370-032	NEW BUILDING - LAKE N	851.00	800,000
PB17900799	1511 W MAIN ST SE	06/06/2017	41-20-03-477-017	RE ROOF - CALVARY CH	173.00	25,200
PB17900814	915 CLARK ST SE	06/07/2017	41-20-11-107-008	INTERIOR REMODEL - W	250.00	35,000
PB17900870	1370 HIGHLAND HILL DR SE	06/16/2017	41-20-01-178-005	RESIDENCE	631.00	217,699
PB17900871	1347 HIGHLAND HILL DR SE	06/16/2017	41-20-01-178-042	RESIDENCE	645.00	224,049
PB17900930	704 LAFAYETTE ST SE	06/22/2017	41-20-02-208-010	RE ROOF	65.00	6,930
PB17900958	618 LINCOLN LAKE AVE SE	06/27/2017	41-20-02-185-004	INTERIOR REMODEL - W	200.00	103,675
PB17900912	1238 HIGHLAND HILL DR SE	06/27/2017	41-20-01-178-026	WOOD DECK (FLOATING	150.00	3,000
PB17900931	1800 W MAIN ST SE	06/28/2017	41-20-03-451-001	MOBILE HOME - LOT 36	50.00	3,000

Total Permits: 9

Total Fee Amount: 3,015.00

Total Const. Value: 1,418,553

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE17900845	1000 FOREMAN ST SE	06/06/2017	41-20-03-276-007	C170362 - Root Lowell - Re	160.00	0
PE17900854	915 CLARK ST SE	06/07/2017	41-20-11-107-008	INTERIOR REMODEL WH	176.00	0
PE17900914	120 W MAIN ST SE	06/15/2017	41-20-02-410-002		116.00	0
PE17900923	1335 W MAIN ST SE	06/16/2017	41-20-03-477-021	INTERIOR REMODEL PH	176.00	0
PE17900931	1747 FAY ST SE	06/19/2017	41-20-04-352-001	MOBILE HOME	56.00	0
PE17900945	1800 W MAIN ST SE	06/19/2017	41-20-03-451-001	MOBILE HOME	66.00	0
PE17900965	1151 W MAIN ST SE	06/21/2017	41-20-03-477-017	Replace the existing sign cat	60.00	0
PE17900968	318 E MAIN ST SE	06/22/2017	41-20-02-430-012	INTERIOR REMODEL SEC	100.00	0
PE17900997	624 LAFAYETTE ST SE	06/27/2017	41-20-02-251-009	INGROUND POOL	0.00	0
PE17901010	1000 FOREMAN ST SE	06/28/2017	41-20-03-276-007		100.00	0
PE17901021	1370 HIGHLAND HILL DR SE	06/29/2017	41-20-01-178-005	RESIDENCE	246.00	0
PE17901030	624 LAFAYETTE ST SE	06/30/2017	41-20-02-251-009	Power for an above ground f	100.00	0

Total Permits: 12

Total Fee Amount: 1,356.00

Total Const. Value: 0

07/11/2017

JUNE

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM17901287	1376 HIGHLAND HILL DR SE	06/07/2017	41-20-01-178-004	New Construction HVAC	220.00	0
PM17901358	2475 GEE DR SE	06/12/2017	41-20-03-151-029		80.00	0
PM17901360	511 KING ST	06/12/2017	41-20-02-280-010		80.00	0
PM17901431	1257 JANE ELLEN DR SE	06/19/2017	41-20-03-433-011		80.00	0
PM17901427	1365 HIGHLAND HILL DR SE	06/20/2017	41-20-01-178-039	New Construction HVAC	230.00	0
PM17901535	624 LAFAYETTE ST SE	06/27/2017	41-20-02-251-009	INGROUND POOL	55.00	0
PM17901559	1800 W MAIN ST SE	06/28/2017	41-20-03-451-001	MOBILE HOME - LOT 36	55.00	0
PM17901568	427 E MAIN ST	06/28/2017	41-20-02-427-008		80.00	0

Total Permits:

8

Total Fee Amount:

880.00

Total Const. Value:

0

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP17900606	1335 W MAIN ST SE	06/02/2017	41-20-03-477-021	INTERIOR REMODELPH	206.00	0
PP17900612	767 HUNT ST SE	06/05/2017	41-20-02-101-021	Water heaters at 767 Hunt w	110.00	0
PP17900637	2350 W MAIN ST SE	06/09/2017	41-20-03-370-032	Plumbing for New Credit Ur	226.00	0
PP17900722	1800 W MAIN ST SE	06/28/2017	41-20-03-451-001	MOBILE HOME - LOT 36	55.00	0

Total Permits:

4

Total Fee Amount:

597.00

Total Const. Value:

0

Grand Total Permits:

33

Grand Total Permit Fee:

5,848.00

Grand Total Const. Value:

\$1,418,553

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

June 2017





July 13, 2017

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

Dear Mr. Burns:

On behalf of Suez I am pleased to submit the June Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 37.16 million gallons of wastewater were treated, down from 49.65 million gallons the month before.

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

The new Main Lift Station and the new Valley Vista Lift Station both continue to operate very well. A few small punch list items remain and then those projects will be complete.

INDUSTRIAL PRETREATMENT PROGRAM

Fullers Septic was assessed \$65.86 in surcharges for June. No fines needed to be assessed and no operational problems were experienced at the plant from this discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
6/7	USA Bluebook (1)	\$ 475.54
6/7	Menard's (2)	131.44
6/7	Bernard's Ace Hardware (3)	58.75
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY15-16)		\$11,773.61*
Maintenance Allowance Spent YTD		11,793.57
Balance of Maintenance Allowance		\$ <19.96>

*The maintenance spending for FY 16-17 exceeded the annual allotment by \$19.96. That amount will be deducted from the beginning balance on July 1st. That will bring the beginning balance to \$11,980.04 (\$12,000-\$19.96).

In addition to the preventive maintenance the following corrective maintenance activities

occurred:

- Purchased new fire hose for washing tanks and other misc. supplies (1)
- Purchased a new push mower (2)
- Electrical supplies for installation of the new exhaust fan in the grit room and other misc. supplies (3)


PROJECTS FOR THE FUTURE

- Summer painting projects
- Preplacing one of the sprinkler pump motors
- Replacing the impellers and wear plates on both sanitary pumps

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

Respectfully submitted,

SUEZ



Mark Mundt
Plant Manager

JUNE EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 2.9 mg/l, 88% under the NPDES limit of 25 mg/l. The worst 7-day average was 3.6 mg/l, 91% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 5.1 mg/l, 83% under the NPDES limit is 30 mg/l. The worst 7-day average was 6.4 mg/l, 86% under the NPDES limit is 45 mg/l.

The monthly average for Phosphorus was 0.57 mg/l, the limit is 1.0 mg/l.

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

The geometric average for fecal coliform bacteria was 17 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 107 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.031 mg/l; the limit is 0.038 mg/l. The monthly average was 0.014 mg/l.

Appendix A



Plant Influent Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

R4607 4/74
4833-6040

Weather Code

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

Plant No. 410049 Month June Year 2017

Superintendent's Signature _____
Mark Mundt, Supt.

WEATHER			FLOW			RAW SEWAGE QUALITY											
D	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD mg/l	LBS	SS mg/l	LBS	Total-P mg/l	VSS mg/l	NH3-N mg/l	Mercury ng/l		D	A
Y	PN															Y	
SF	0033	0045	50050	50051	00011	00400	00310	85001	00530	85002	00665	85004	00535	71900		PN	SF
1	26	0.00	1.28	1.60		7.2	180	1711	148	1407						1	
2	268	0.00	1.14	1.60	54											2	
3	246	0.08	1.22	1.60												3	
4	26	0.00	1.25	1.60												4	
5	26	0.00	1.21	1.60	54	7.1	138	1393	106	1070						5	
6	26	0.00	1.19	1.60												6	
7	26	0.00	1.15	1.50	54	7.4	147	1410	150	1439	3.0	28.8	10.5			7	
8	26	0.00	1.16	1.50												8	
9	26	0.00	1.07	1.50	54	7.3	105	937	94	839						9	
10	268	0.00	1.14	1.60												10	
11	268	0.00	1.17	1.40												11	
12	26	0.00	1.10	1.50	55	7.1	250	2294	284	2605						12	
13	26	0.00	0.95	1.40												13	
14	246	0.55	1.11	1.80	59	7.2	152	1407	180	1666	3.0	27.8	10.1			14	
15	246	0.10	1.11	1.50												15	
16	2468	1.10	1.06	2.50	59	7.3	105	928	88	778						16	
17	346	2.02	1.30	2.90												17	
18	268	0.00	1.44	1.80	60	7.3	87	1038	72	859	1.9	22.7	6.8			18	
19	26	0.00	1.43	1.80												19	
20	246	0.07	1.46	1.80	60	7.3	75	794	60	636						20	
21	26	0.00	1.27	1.70	60	7.3										21	
22	246	1.29	1.38	3.60	61	7.2	81	871	90	968						22	
23	26	0.00	1.29	1.70												23	
24	268	0.00	1.44	1.80												24	
25	268	0.00	1.35	1.80	60	7.5	113	1235	72	787						25	
26	246	0.02	1.31	1.70												26	
27	26	0.00	1.31	1.60	60	7.3	88	954	68	737	1.9	20.6	8.9			27	
28	246	0.58	1.30	1.60	60	7.3										28	
29	246	0.17	1.35	2.00												29	
30	268	0.00	1.22	1.60	61	7.3	97	987	74	753						30	
31																31	
TL	XXXX	5.98	37.16	XXXX	XXXX	XXXX	XXXX	36828	XXXX	33561	XXXX	749	XXXX	XXXX	XXXX	TL	
ME	XXXX	XXXX	1.24	XXXX	58	7.3	124	1228	114	1119	2.5	25.0	106	9.1	XXXX	ME	
MAX	XXXX	2.02	1.46	3.60	61	7.5	250	2294	284	2605	3.0	28.8	276	10.5	XXXX	MAX	
MIN	XXXX	XXXX	0.95	1.40	54	7.1	75	794	60	636	1.9	20.6	58	6.8	XXXX	MIN	

Activated Sludge Sheet

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

State of Michigan
 Department of Environmental Quality

Lowell, Michigan

Plant No. 410049
 Month June
 Year 2017

Superintendent's Signature

Mark Mundi, Supt

AERATION SYSTEM					MIXED LIQUOR							SECONDARY SLUDGE				Process Modification see code 80889	REMARKS
D	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle. % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991				
A	96	13.5	9.0	0.18	2104	1632	12	1.75	3.4	57	0.35	0.26	23.8	1			
Y		15.1											0.0	2			
PN		14.1											0.0	3			
SF		13.8											0.0	4			
1		14.2	13.7	0.12	2445	1872	14	1.75	2.1	57	0.40	0.31	84.9	5			
2		14.5											26.2	6			
3		15.0	8.4	0.15	2015	1546	10	2.02	2.4	50	0.33	0.25	0.0	7			
4		14.9											26.9	8			
5		16.1	14.8	0.10	2071	1575	14	1.48	2.8	68	0.33	0.25	0.0	9			
6		15.1											0.0	10			
7		14.7											0.0	11			
8		15.7	5.5	0.21	2374	1800	15	1.58	1.0	63	0.34	0.26	0.0	12			
9		18.1											18.2	13			
10		15.5	10.2	0.11	2840	2160	16	1.78	2.2	56	0.42	0.32	0.0	14			
11		15.3											94.1	15			
12		16.3	15.4	0.10	2002	1510	14	1.43	3.2	70	0.25	0.19	22.9	16			
13		13.3											0.0	17			
14		12.0											0.0	18			
15		11.8	16.0	0.10	2292	1719	18	1.27	2.9	79	0.35	0.26	0.0	19			
16		13.6	24.8	0.07	2627	1969	19	1.38	1.8	72	0.38	0.29	16.9	20			
17		12.5											95.4	21			
18		13.4	12.0	0.10	1948	1435	14	1.39	2.9	72	0.36	0.26	11.8	22			
19		12.0											0.0	23			
20		12.8											0.0	24			
21		13.2	15.7	0.13	2062	1532	15	1.37	3.3	73	0.36	0.26	99.6	25			
22		13.2											0.0	26			
23		13.3	13.8	0.13	1703	1270	13	1.31	4.2	76	0.26	0.19	0.0	27			
24		12.8											31.9	28			
25		14.1	12.8	0.14	1613	1218	10	1.61	3.0	62	0.26	0.19	105.8	29			
26													12.5	30			
27														31			
28														TL			
29														ME			
30														MAX			
31														MIN			

Remarks:

4833-5034
 R4609 4/74

Final Effluent Sheet

State of Michigan
Department of Environmental Quality

Lovell, Michigan

MF	Fecal	Total
MPW	31616	31504
	31615	31505

Plant No. 410049 Month June Year 2017 Sampling Point Code 001
Superintendent's Signature _____ Mark Mundt, Supt.
R 4610 4/74
4833-5468

D	CBOD	SS	Total - P	VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	D
A	LBS.	LBS.	LBS.	mg/l	SU	mg/l	#/100ml	mg/l	mg/l	ng/l	A
Y	% Rem	% Rem	% Rem	% Rem							Y
PN	85001	85002	85004	81012	00400	00300	31616	00610	50060	71900	PN
SF	80091	00530	00665	81011	00535						SF
1	4.6	5.6	53	96	4.4	9.7	3	0.014			1
2											2
3											3
4	3.7	2.8	28	97	2.4	9.1	2	0.030			4
5											5
6	2.6	6.4	61	96	5.2	9.9	25	0.40			6
7											7
8	3.8	7.2	64	92	5.6	9.3	16	0.023			8
9											9
10											10
11	2.2	5.6	51	98	4.4	8.8	3	0.031			11
12											12
13	2.9	4.8	44	97	3.2	8.9	42	0.94			13
14											14
15	2.0	4.0	35	95	2.4	9.0	7	0.001			15
16											16
17											17
18	2.7	3.2	38	96	0.8	8.8	20	0.14			18
19											19
20	2.5	4.0	42	93	3.6	9.3	21	0.004			20
21											21
22	2.9	6.4	69	93	3.6	8.9	128	0.001			22
23											23
24											24
25	2.3	7.2	79	90	5.6	9.5	156	0.001			25
26											26
27	2.4	4.0	43	94	3.6	9.5	62	0.15			27
28											28
29											29
30	2.7	5.2	53	93	2.8	9.8	10	0.001			30
31											31
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	2.9	5.1	51	96	174.2	7.5	17	0.41	0.014	XXXX	ME
WA	3.6	6.4	64	92	XXXX	7.6	107	#DIV/0!	0.025	XXXX	WA
MAX	4.6	7.2	79	98	6.57	7.7	156	0.94	0.031	XXXX	MAX
MIN	2.0	2.8	28	90	5.20	7.3	2	0.14	0.001	XXXX	MIN

Remarks: Fecal Coli for June are actually "Greater Than"
Cl2 Residuals for June 7, 16, 23, 26, 30, are actually "Less Than"

Miscellaneous Sheet

R 4607 4/74
4833-6040

State of Michigan
Department of Environmental Quality

Lowell, Michigan

Plant No. 410049 Month June Year 2017
Superintendent's Signature Mark Mundt, Supt.

D A Y P N S	Grit	Aux Fuel	Power Consumption	Chemicals Applied	
				CL2 LBS	FeCL2 GAL
1	CF	2	3		
2		0	1.4	10	40
3		0	1.2	10	40
4		0	1.2	12	40
5		0	1.4	13	35
6		0	1.4	7	35
7		1	1.4	10	35
8		0	1.2	10	40
9		0	1.4	10	40
10		0	1.2	12	40
11		0	1.2	12	35
12		0	1.4	7	45
13		1	1.2	7	30
14		0	1.4	10	35
15		0	1.2	5	40
16		0	1.8	6	40
17		0	1.2	9	40
18		0	1.2	10	35
19		0	1.4	5	40
20		1	1.2	9	35
21		0	1.4	7	40
22		0	1.4	9	35
23		0	1.4	10	40
24		0	1.2	10	40
25		0	1.4	8	40
26		0	1.2	5	40
27		1	1.6	11	3
28		0	1.2	13	30
29		0	1.4	5	45
30		0	1.4	8	35
31		1	1.4	4	40
TOTAL	30	5	40.0	264	1108
ME	1	0	1.3	9	37
MAX	1	1	1.8	13	45
MIN	1	0	1.2	4	3

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	176	0	0	0
Shift Operator	1	1	196	0	0	0
Total	2	1	372	0	0	0
Weekday Hrs.	9					
Saturday Hrs.	4					
Sunday Hrs.	4					
Holiday Hrs.	4					

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

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

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

MI0020311
PERMIT NUMBER
001 A
DISCHARGE NUMBER

MINOR
(SUBR GG)
F-FINAL
001 MUN.WASTEHD20--FLAT RIVER

FACILITY: LOWELL WWTP
LOCATION: LOWELL
ATTN: MARK MUNDT

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
2017	6	01	2017	6	30

*** NO DISCHARGE ***

NOTE: Read Instructions before completing this form.

PARAMETER	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE	
	AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM				UNITS
OXYGEN, DISSOLVED (DO)	*****	*****	****	8.8	*****	*****	(19)	0	3/7	Grab
00300 P 0 0 SEE COMMENTS BELOW	*****	*****	*****	3.0 DAILY MINIMUM	*****	*****	mg/L		WEEKDAYS	GRAB
pH	*****	*****	*****	7.3	*****	7.7	(12)	0	3/7	Grab
00400 P 0 0 SEE COMMENTS BELOW	*****	*****	*****	6.5 DAILY MINIMUM	*****	9.0 DAILY MAX	S.U.		WEEKDAYS	GRAB
SOLIDS, TOTAL SUSPENDED	51	64	(26)	*****	5.1	6.4	(19)	0	3/7	24 Hr Comp
00530 B 0 0 PRIOR TO DISINFECT	360 MONTHLY AVG	530 7 DAY AVG	lbs/day	*****	30 MONTHLY AVG	45 7 DAY AVG	mg/L		WEEKDAYS	COMP24
NITROGEN, AMMONIA TOTAL (AS N)	*****	*****	****	*****	*****	0.94	(19)	0	1/7	24 Hr Comp
00610 B 1 0 PRIOR TO DISINFECT	*****	*****	*****	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	COMP24
PHOSPHORUS, TOTAL (AS P)	5.8	*****	(26)	*****	0.57	*****	(19)	0	1/7	24 Hr Comp
00665 B 0 0 PRIOR TO DISINFECT	12 MONTHLY AVG	*****	lbs/day	*****	1.0 MONTHLY AVG	*****	mg/L		WEEKLY	COMP24
FLOW, IN CONDUIT OR THRU TREATMENT PLANT	1.24	1.46	(03)	*****	*****	*****	****	-	7/7	Record Flow
50050 1 0 0 EFFLUENT GROSS VALUE	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
CHLORINE, TOTAL RESIDUAL	*****	*****	*****	*****	*****	0.031	(19)	0	3/7	Grab
50060 P 0 0 SEE COMMENTS BELOW	*****	*****	*****	*****	*****	0.038 DAILY MAX	mg/L		WEEKDAYS	GRAB
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER			SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT			PHONE NUMBER		DATE		
Mark Mundt, Supt.						(516) 897-8135		2017 7 10		
TYPED OR PRINTED						AREA CODE		NUMBER		DAY

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

P=AFTER DISINFECTION

EPA Form 3320-1 (Rev 3/99) Previous editions may be used.

This is an electronic copy.

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

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

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

MI0020311
PERMIT NUMBER
001 A
DISCHARGE NUMBER

MINOR
(SUBR GG)
F-FINAL
001 MUN. WASTE/20-FLAT RIVER

FACILITY: LOWELL WWTP
LOCATION: LOWELL
ATTN: MARK MUNDT

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
2017	6	01	2017	6	30

*** NO DISCHARGE ***

NOTE: Read Instructions before completing this form.

PARAMETER	X	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE	
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM				UNITS
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****	*****	*****	17	107	(19)	0	3/7	GRAB
74055 P 0 0	PERMIT REQUIREMENT	*****	*****	*****	*****	200	400	mg/L		DAILY	GRAB
SEE COMMENTS BELOW						MONTHLY AVG	7 DAY AVG				
BOD, CARBONACEOUS	SAMPLE MEASUREMENT	29	35	(26)	*****	2.9	3.6	(19)	0	3/7	24 HR COMP
05 DAY, 20C	PERMIT REQUIREMENT	300	470	lbs/day	*****	25	40	mg/L		WEEKDAYS	COMP24
80082 B 0 0	PERMIT REQUIREMENT	*****	*****	*****	*****	MONTHLY AVG	7 DAY AVG		0	1/30	CALCTD
PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****	*****	98	*****	*****	(23)		ONCE/MON	CALCTD
BOD, 5-DAY PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85	*****	*****	PER-CENT		ONCE/MON	CALCTD
81010 K 0 0	PERMIT REQUIREMENT	*****	*****	*****	96	*****	*****	(23)	0	1/30	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	85	*****	*****	PER-CENT		ONCE/MON	CALCTD
81011 K 0 0	PERMIT REQUIREMENT	*****	*****	*****	MIN % REMOVAL	*****	*****		0	1/90	GRAB
PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G			QUARTERLY	GRAB
MERCURY, TOTAL	PERMIT REQUIREMENT	*****	(report)	lbs/day	*****	*****	Max Monthly Avg	ng/L	0	1/90	CALCTD
71900 B 0 0	SAMPLE MEASUREMENT	*****	0.000027		*****	*****	1.43			QUARTERLY	CALCTD
PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	0.000036	lbs/day	*****	*****	3.0	ng/L		QUARTERLY	CALCTD
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	12-Mo Rolling Avg		*****	*****	12-Mo Rolling Avg				
71900 X 0 0	PERMIT REQUIREMENT	*****			*****	*****					
PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****			*****	*****					
	PERMIT REQUIREMENT	*****			*****	*****					

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		PHONE NUMBER	DATE	
			(616) 897-8135	2017	7

Mark Mundt, Supt.

TYPED OR PRINTED	NUMBER	YEAR	MO	DAY
	897-8135	2017	7	10

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

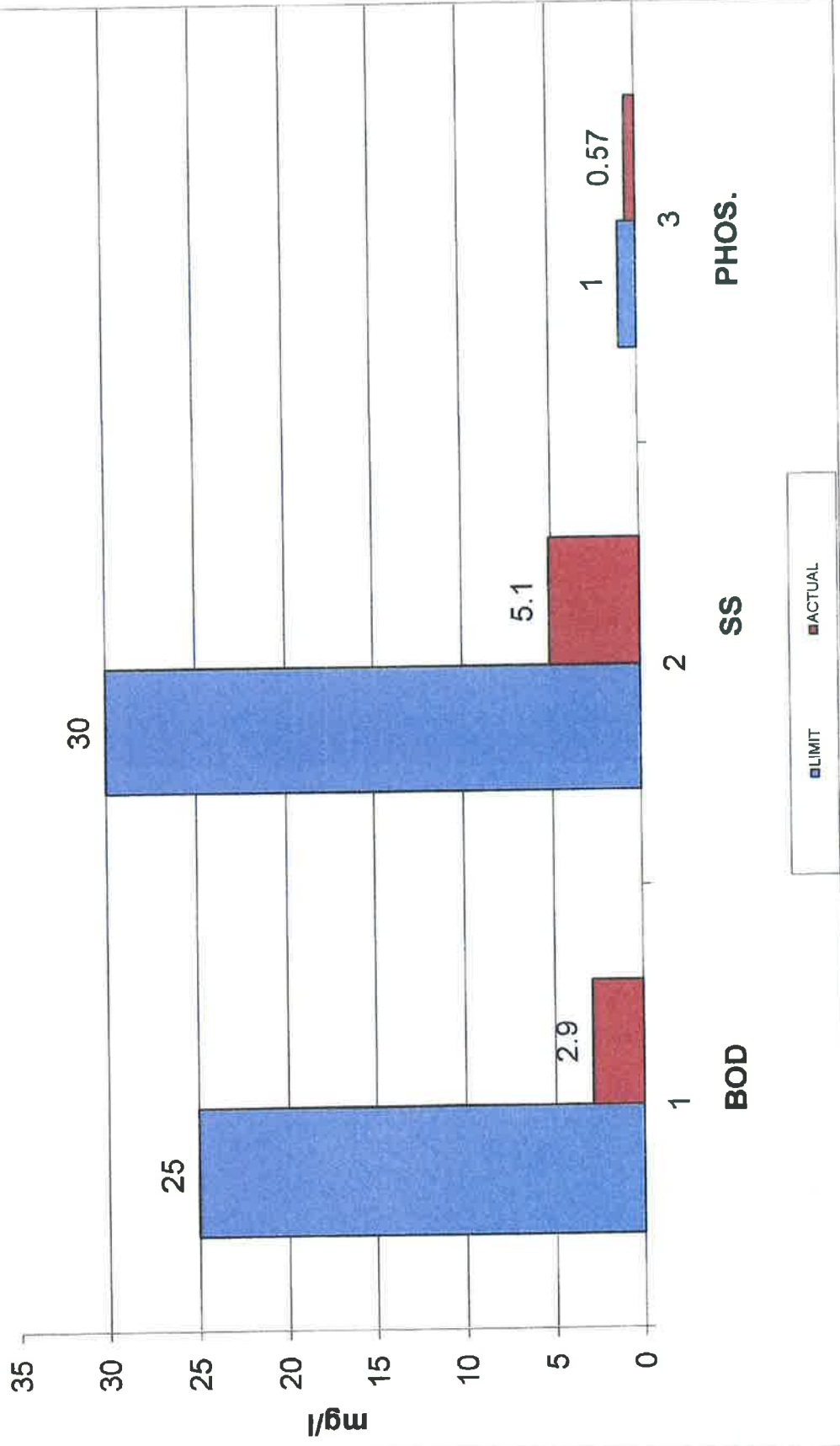
P=AFTER DISINFECTION

EPA Form 3320-1 (Rev 3/99) Previous editions may be used.

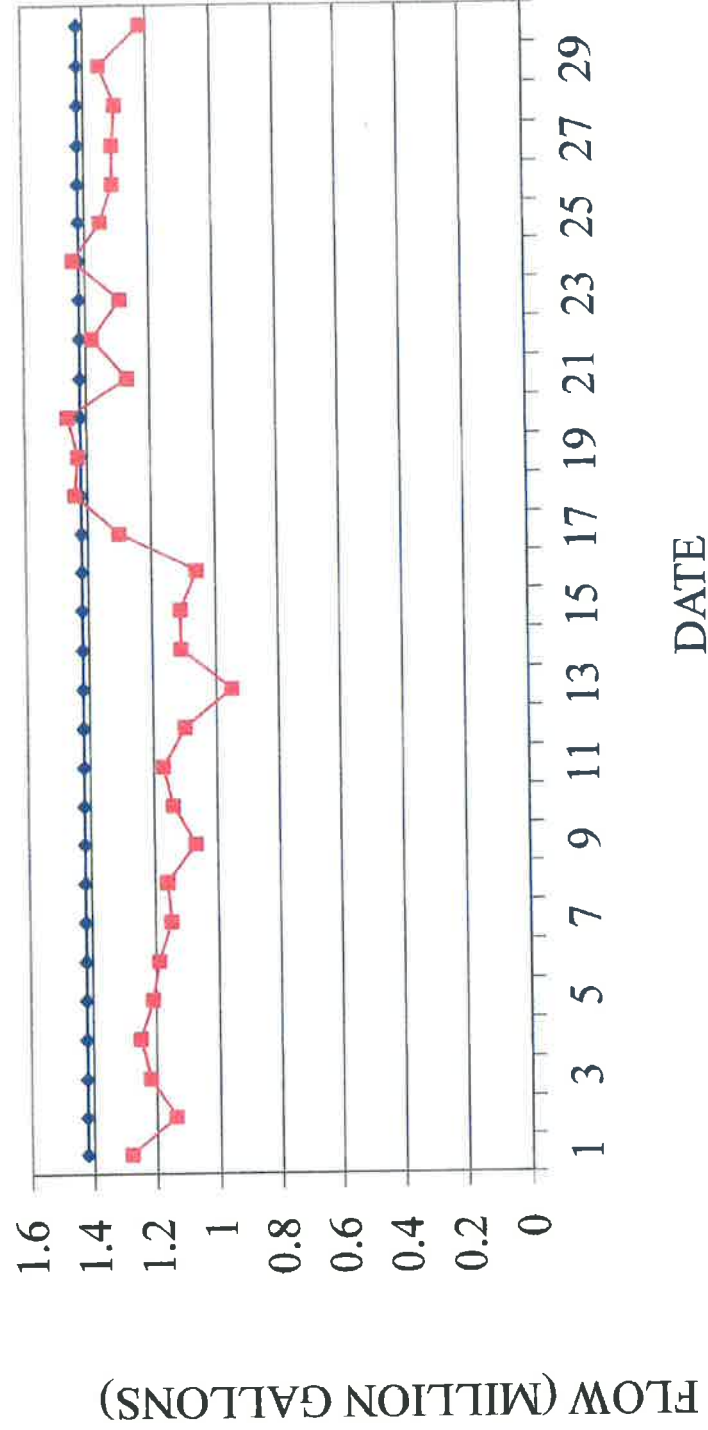
Appendix B



EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW



GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES		1,900,174.24	1,867,091.76	29,954.11	33,082.48	98.26
LICPERS	TAXES	38,150.00	46,472.09	850.00	(8,322.09)	121.81
CHARGES	LICENSES AND PERMITS	376,850.25	89,752.02	8,893.98	287,098.23	23.82
STATE	CHARGES FOR SERVICES	369,631.00	370,708.20	58,438.85	(1,077.20)	100.29
INT	STATE GRANTS	1,400.00	2,746.32	0.00	(1,346.32)	196.17
OTHER	INTEREST AND RENTS	30,016.00	39,730.42	9,151.63	(9,714.42)	132.36
TRANSIN	OTHER REVENUE	148,225.00	147,225.00	147,225.00	1,000.00	99.33
FINES	TRANSFERS IN	22,860.00	24,411.63	502.00	(1,551.63)	106.79
LOCAL	FINES AND FORFEITURES	11,900.00	9,637.14	0.00	2,262.86	80.98
	LOCAL CONTRIBUTIONS					
TOTAL REVENUES		2,899,206.49	2,597,774.58	255,015.57	301,431.91	89.60
Expenditures						
101	COUNCIL	24,930.00	25,427.34	321.41	(497.34)	101.99
172	MANAGER	116,858.00	101,755.67	6,975.27	15,102.33	87.08
191	ELECTIONS	12,360.00	7,640.75	0.00	4,719.25	61.82
209	ASSESSOR	51,850.00	51,072.69	3,966.31	777.31	98.50
210	ATTORNEY	52,500.00	48,644.60	12,098.70	3,855.40	92.66
215	CLERK	113,000.00	121,370.68	9,612.45	(8,370.68)	107.41
253	TREASURER	211,090.00	198,358.40	14,764.84	12,731.60	93.97
265	CITY HALL	151,600.00	158,718.31	11,690.75	(7,118.31)	104.70
276	CEMETERY	113,435.00	112,974.25	9,452.75	460.75	99.59
294	UNALLOCATED MISCELLANEOUS	19,057.00	17,038.23	0.00	2,018.77	89.41
301	POLICE DEPARTMENT	725,687.00	743,075.89	62,876.32	(17,388.89)	102.40
305	CODE ENFORCEMENT	93,700.00	81,431.19	7,527.35	12,268.81	86.91
336	FIRE	130,000.00	123,498.44	0.00	6,501.56	95.00
400	PLANNING & ZONING	56,850.00	44,338.19	5,241.91	12,511.81	77.99
426	EMERGENCY MANAGEMENT	0.00	(4.27)	0.00	4.27	100.00
441	DEPARTMENT OF PUBLIC WORKS	248,850.00	216,695.65	16,016.08	32,154.35	87.08
442	SIDEWALK	8,000.00	4,711.63	82.52	3,288.37	58.90
523	TRASH	21,000.00	20,099.55	0.00	900.45	95.71
728	ECONOMIC DEVELOPMENT	20,600.00	15,977.46	1,476.85	4,622.54	77.56
747	CHAMBER/RIVERWALK	3,500.00	3,950.62	220.57	(450.62)	112.87
751	PARKS	151,080.00	133,875.34	16,352.85	17,204.66	88.61
757	SHOWBOAT	1,600.00	800.69	44.42	799.31	50.04
774	RECREATION CONTRIBUTIONS	12,500.00	12,500.00	0.00	0.00	100.00
790	LIBRARY	89,535.00	86,078.02	9,749.93	3,456.98	96.14
803	HISTORICAL DISTRICT COMMISSION	250.00	15.00	0.00	235.00	6.00
804	MUSEUM	36,400.00	36,421.95	1,583.20	(21.95)	100.06
965	TRANSFERS OUT	609,446.00	294,446.00	294,446.00	315,000.00	48.31
TOTAL EXPENDITURES		3,075,678.00	2,660,912.27	484,500.48	414,765.73	86.51
TOTAL REVENUES						
TOTAL REVENUES		2,899,206.49	2,597,774.58	255,015.57	301,431.91	89.60
TOTAL EXPENDITURES		3,075,678.00	2,660,912.27	484,500.48	414,765.73	86.51
NET OF REVENUES & EXPENDITURES		(176,471.51)	(63,137.69)	(229,484.91)	(113,333.82)	35.78

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	248.68	0.00	(248.68)	100.00
OTHER	OTHER REVENUE	192,000.00	194,723.30	27,783.28	(2,723.30)	101.42
TRANSIN	TRANSFERS IN	100,000.00	0.00	0.00	100,000.00	0.00
TOTAL REVENUES		292,000.00	194,971.98	27,783.28	97,028.02	66.77
Expenditures						
450	CAPITAL OUTLAY	452,000.00	400,914.33	357,610.91	51,085.67	88.70
463	MAINTENANCE	38,650.00	23,394.79	2,459.27	15,255.21	60.53
474	TRAFFIC	9,100.00	5,516.56	204.95	3,583.44	60.62
478	WINTER MAINTENANCE	32,644.00	27,668.36	430.58	4,975.64	84.76
483	ADMINISTRATION	45,800.00	2,934.01	0.00	42,865.99	6.41
TOTAL EXPENDITURES		578,194.00	460,428.05	360,705.71	117,765.95	79.63
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES						
		292,000.00	194,971.98	27,783.28	97,028.02	66.77
		578,194.00	460,428.05	360,705.71	117,765.95	79.63
		(286,194.00)	(265,456.07)	(332,922.43)	(20,737.93)	92.75

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
OTHER	OTHER REVENUE	87,000.00	77,872.29	14,756.11	9,127.71	89.51
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
TOTAL REVENUES		267,000.00	77,872.29	14,756.11	189,127.71	29.17
Expenditures						
450	CAPITAL OUTLAY	35,000.00	10,130.04	0.00	24,869.96	28.94
463	MAINTENANCE	70,300.00	51,778.77	2,229.72	18,521.23	73.65
474	TRAFFIC	11,000.00	7,065.67	300.11	3,934.33	64.23
478	WINTER MAINTENANCE	51,729.00	46,998.90	1,271.21	4,730.10	90.86
483	ADMINISTRATION	27,300.00	3,549.50	0.00	23,750.50	13.00
906	DEBT SERVICE	83,743.00	79,210.00	0.00	4,533.00	94.59
TOTAL EXPENDITURES		279,072.00	198,732.88	3,801.04	80,339.12	71.21
TOTAL REVENUES		267,000.00	77,872.29	14,756.11	189,127.71	29.17
TOTAL EXPENDITURES		279,072.00	198,732.88	3,801.04	80,339.12	71.21
NET OF REVENUES & EXPENDITURES		(12,072.00)	(120,860.59)	10,955.07	108,788.59	1,001.16

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDC USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	45.65	0.00	54.35	45.65
OTHER	OTHER REVENUE	50,000.00	50,000.00	0.00	0.00	100.00
TOTAL REVENUES		50,100.00	50,045.65	0.00	54.35	99.89
Expenditures						
000		50,000.00	60,699.00	24,071.00	(10,699.00)	121.40
TOTAL EXPENDITURES		50,000.00	60,699.00	24,071.00	(10,699.00)	121.40
TOTAL REVENUES		50,100.00	50,045.65	0.00	54.35	99.89
TOTAL EXPENDITURES		50,000.00	60,699.00	24,071.00	(10,699.00)	121.40
NET OF REVENUES & EXPENDITURES		100.00	(10,653.35)	(24,071.00)	10,753.35	10,653.3

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDC USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES		410,538.00	410,538.04	0.00	(0.04)	100.00
INT	INTEREST AND RENTS	250.00	281.30	0.00	(31.30)	112.52
TOTAL REVENUES		410,788.00	410,819.34	0.00	(31.34)	100.01
Expenditures						
450	CAPITAL OUTLAY	156,000.00	158,149.31	0.00	(2,149.31)	101.38
463	MAINTENANCE	77,500.00	95,711.37	10,962.48	(18,211.37)	123.50
483	ADMINISTRATION	39,900.00	12,052.81	1,352.31	27,847.19	30.21
740	COMMUNITY PROMOTIONS	65,000.00	37,760.85	0.00	27,239.15	58.09
965	TRANSFERS OUT	147,225.00	147,225.00	147,225.00	0.00	100.00
TOTAL EXPENDITURES		485,625.00	450,899.34	159,539.79	34,725.66	92.85
TOTAL REVENUES		410,788.00	410,819.34	0.00	(31.34)	100.01
TOTAL EXPENDITURES		485,625.00	450,899.34	159,539.79	34,725.66	92.85
NET OF REVENUES & EXPENDITURES		(74,837.00)	(40,080.00)	(159,539.79)	(34,757.00)	53.56

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
INT	INTEREST AND RENTS	360.00	8,475.00	8,060.00	(8,115.00)	2,354.17
LOCAL	LOCAL CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		5,360.00	8,475.00	8,060.00	(3,115.00)	158.12
Expenditures						
443	ARBOR BOARD	5,000.00	8,655.00	0.00	(3,655.00)	173.10
751	PARKS	30,765.00	30,388.03	0.00	376.97	98.77
758	DOG PARK	2,000.00	1,055.93	130.00	944.07	52.80
790	LIBRARY	14,000.00	9,751.14	1,686.34	4,248.86	69.65
TOTAL EXPENDITURES		51,765.00	49,850.10	1,816.34	1,914.90	96.30
TOTAL REVENUES		5,360.00	8,475.00	8,060.00	(3,115.00)	158.12
TOTAL EXPENDITURES		51,765.00	49,850.10	1,816.34	1,914.90	96.30
NET OF REVENUES & EXPENDITURES		(46,405.00)	(41,375.10)	6,243.66	(5,029.90)	89.16

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDC USED
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)						
Revenues						
TRANSIN	TRANSFERS IN	294,446.00	294,446.00	294,446.00	0.00	100.00
TOTAL REVENUES		294,446.00	294,446.00	294,446.00	0.00	100.00
Expenditures						
906	DEBT SERVICE	294,446.00	294,645.02	0.00	(199.02)	100.07
TOTAL EXPENDITURES		294,446.00	294,645.02	0.00	(199.02)	100.07
TOTAL REVENUES		294,446.00	294,446.00	294,446.00	0.00	100.00
TOTAL EXPENDITURES		294,446.00	294,645.02	0.00	(199.02)	100.07
NET OF REVENUES & EXPENDITURES		0.00	(199.02)	294,446.00	199.02	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	2,216.00	4,266.92	1,391.54	(2,050.92)	192.55
INT	INTEREST AND RENTS	39,050.00	37,528.84	1,410.00	1,521.16	96.10
OTHER	OTHER REVENUE	1,000.00	1,144.22	0.00	(144.22)	114.42
TOTAL REVENUES		42,266.00	42,939.98	2,801.54	(673.98)	101.59
Expenditures						
000		58,000.00	40,372.56	5,417.55	17,627.44	69.61
TOTAL EXPENDITURES		58,000.00	40,372.56	5,417.55	17,627.44	69.61
TOTAL REVENUES		42,266.00	42,939.98	2,801.54	(673.98)	101.59
TOTAL EXPENDITURES		58,000.00	40,372.56	5,417.55	17,627.44	69.61
NET OF REVENUES & EXPENDITURES		(15,734.00)	2,567.42	(2,616.01)	(18,301.42)	16.32

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDT USED
Fund 590 - WASTEWATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,156,542.00	1,072,351.15	83,554.49	84,190.85	92.72
INT	INTEREST AND RENTS	2,500.00	2,379.30	0.00	120.70	95.17
OTHER	OTHER REVENUE	0.00	1,612.10	0.00	(1,612.10)	100.00
TRANSIN	TRANSFERS IN	0.00	(0.10)	0.00	0.10	100.00
TOTAL REVENUES		1,159,042.00	1,076,342.45	83,554.49	82,699.55	92.86
Expenditures						
550	TREATMENT	2,097,893.00	812,696.18	(1,585,875.93)	1,285,196.82	38.74
551	COLLECTION	384,600.00	201,374.13	47,766.35	183,225.87	52.36
552	CUSTOMER ACCOUNTS	84,950.00	70,926.94	4,394.66	14,023.06	83.49
553	ADMINISTRATION	202,758.00	53,408.34	0.00	149,349.66	26.34
TOTAL EXPENDITURES		2,770,201.00	1,138,405.59	(1,533,714.92)	1,631,795.41	41.09
TOTAL REVENUES		1,159,042.00	1,076,342.45	83,554.49	82,699.55	92.86
TOTAL EXPENDITURES		2,770,201.00	1,138,405.59	(1,533,714.92)	1,631,795.41	41.09
NET OF REVENUES & EXPENDITURES		(1,611,159.00)	(62,063.14)	1,617,269.41	(1,549,095.86)	3.85

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,028,000.00	1,064,770.77	116,355.33	(36,770.77)	103.58
INT	INTEREST AND RENTS	5,540.00	10,771.50	1,277.01	(5,231.50)	194.43
OTHER	OTHER REVENUE	27,465.00	32,617.15	5,697.00	(5,152.15)	118.76
TRANSIN	TRANSFERS IN	0.00	0.10	0.00	(0.10)	100.00
TOTAL REVENUES		1,061,005.00	1,108,159.52	123,329.34	(47,154.52)	104.44
Expenditures						
570	TREATMENT	489,100.00	360,962.63	30,701.63	128,137.37	73.80
571	DISTRIBUTION	271,900.00	181,001.14	22,055.33	90,898.86	66.57
572	CUSTOMER ACCOUNTS	90,700.00	74,300.36	4,394.54	16,399.64	81.92
573	ADMINISTRATION	265,924.00	143,690.82	0.00	122,233.18	54.03
TOTAL EXPENDITURES		1,117,624.00	759,954.95	57,151.50	357,669.05	68.00
TOTAL REVENUES						
			1,061,005.00	123,329.34	(47,154.52)	104.44
			1,117,624.00	57,151.50	357,669.05	68.00
NET OF REVENUES & EXPENDITURES			(56,619.00)	66,177.84	(404,823.57)	615.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	78,700.00	78,724.80	0.00	(24.80)	100.03
OTHER	OTHER REVENUE	32,300.00	1,182.57	0.00	31,117.43	3.66
TOTAL REVENUES		111,000.00	79,907.37	0.00	31,092.63	71.99
Expenditures						
000		137,000.00	47,370.22	1,904.23	89,629.78	34.58
TOTAL EXPENDITURES		137,000.00	47,370.22	1,904.23	89,629.78	34.58
TOTAL REVENUES		111,000.00	79,907.37	0.00	31,092.63	71.99
TOTAL EXPENDITURES		137,000.00	47,370.22	1,904.23	89,629.78	34.58
NET OF REVENUES & EXPENDITURES		(26,000.00)	32,537.15	(1,904.23)	(58,537.15)	125.14

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	10,325.00	13,001.22	1,337.73	(2,676.22)	125.92
INT	INTEREST AND RENTS	0.00	37.96	0.00	(37.96)	100.00
OTHER	OTHER REVENUE	26,988.00	28,778.76	0.00	(1,790.76)	106.64
TRANSIN	TRANSFERS IN	35,000.00	0.00	0.00	35,000.00	0.00
TOTAL REVENUES		72,313.00	41,817.94	1,337.73	30,495.06	57.83
Expenditures						
895	FLEET MAINT. & REPLACEMENT	287,293.00	179,869.99	(80,188.51)	107,423.01	62.61
TOTAL EXPENDITURES		287,293.00	179,869.99	(80,188.51)	107,423.01	62.61
TOTAL REVENUES		72,313.00	41,817.94	1,337.73	30,495.06	57.83
TOTAL EXPENDITURES		287,293.00	179,869.99	(80,188.51)	107,423.01	62.61
NET OF REVENUES & EXPENDITURES		(214,980.00)	(138,052.05)	81,526.24	(76,927.95)	64.22

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	8,250.00	0.00	(8,250.00)	100.00
INT	INTEREST AND RENTIS	0.00	139.21	0.00	(139.21)	100.00
TOTAL REVENUES		0.00	8,389.21	0.00	(8,389.21)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	8,389.21	0.00	(8,389.21)	100.00
NET OF REVENUES & EXPENDITURES		0.00	8,389.21	0.00	(8,389.21)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	5,000.00	272.55	(66.19)	4,727.45	5.45
TOTAL REVENUES		5,000.00	272.55	(66.19)	4,727.45	5.45
Expenditures						
000		5,000.00	3,550.00	0.00	1,450.00	71.00
TOTAL EXPENDITURES		5,000.00	3,550.00	0.00	1,450.00	71.00
TOTAL REVENUES		5,000.00	272.55	(66.19)	4,727.45	5.45
TOTAL EXPENDITURES		5,000.00	3,550.00	0.00	1,450.00	71.00
NET OF REVENUES & EXPENDITURES		0.00	(3,277.45)	(66.19)	3,277.45	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	25,000.00	2,052.10	379.71	22,947.90	8.21
TOTAL REVENUES		25,000.00	2,052.10	379.71	22,947.90	8.21
Expenditures						
000		25,000.00	10,000.00	0.00	15,000.00	40.00
TOTAL EXPENDITURES		25,000.00	10,000.00	0.00	15,000.00	40.00
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES		0.00	(7,947.90)	379.71	7,947.90	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	11.96	0.00	(11.96)	100.00
TOTAL REVENUES		0.00	11.96	0.00	(11.96)	100.00
Expenditures						
000		0.00	90.00	0.00	(90.00)	100.00
TOTAL EXPENDITURES		0.00	90.00	0.00	(90.00)	100.00
TOTAL REVENUES		0.00	11.96	0.00	(11.96)	100.00
TOTAL EXPENDITURES		0.00	90.00	0.00	(90.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(78.04)	0.00	78.04	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 06/30/2017	ACTIVITY FOR MONTH 06/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES		0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES		0.00	41.64	0.00	(41.64)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		6,694,526.49	5,994,339.56	811,397.58	700,186.93	89.54
NET OF REVENUES & EXPENDITURES		9,214,898.00	6,355,779.97	(514,995.79)	2,859,118.03	68.97
		(2,520,371.51)	(361,440.41)	1,326,393.37	(2,158,931.10)	14.34