



301 East Main Street  
Lowell, Michigan 49331  
Phone (616) 897-8457  
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CITY OF LOWELL  
CITY COUNCIL AGENDA  
MONDAY, JUNE 17, 2019, 7:00 P.M.

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

2. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the minutes of the regular June 3, 2019 City Council meeting and the June 3, 2019 minutes of the joint meeting between City Council & the Planning Commission.
- Authorize payment of invoices in the amount of \$273,251.70.

3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS.

- a. Showboat Update.
- b. Fireworks Ordinance revision.
- c. City Income Tax.
- d. South Broadway.

5. NEW BUSINESS

- a. Stainless Steel salter.
- b. Classification and Compensation Study.
- c. PROTEC membership.
- d. 2018-2019 Budget Amendments-Resolution 23-19.
- e. City Income Tax Resolution 24-19.

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

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



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## MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, June 17, 2019

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

- Approval of the Agenda.
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- Authorize payment of invoices in the amount of \$273,251.70.

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4. OLD BUSINESS

- a. Showboat Update. Memo is provided by City Manager Michael Burns.
- b. Fireworks Ordinance revision. Memo is provided by City Manager Michael Burns.
- c. City Income Tax. City Manager Michael Burns will provide an update.
- d. South Broadway. City Manager Michael Burns will provide an update.

5. NEW BUSINESS

- a. Stainless Steel salter. Memo is provided by City Manager Michael Burns.

Recommended Motion: That the City of Lowell purchase the Monroe dual auger stainless steel through the MI-Deal purchasing consortium at a cost not to exceed \$21,799.

- b. Classification and Compensation Study. Memo is provided by City Manager Michael Burns.

Recommended Motion: That the Lowell City Council approve for the City of Lowell to complete a Classification and compensation study for staff at a cost not to exceed \$12,960.

- c. PROTEC Membership. Memo is provided by City Manager Michael Burns.

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

- d. 2018-2019 Budget Amendments-Resolution 23-19. Memo provided by City Treasurer Suzanne M. Olin.

Recommended Motion: That the Lowell City Council approve Resolution 23-19 which Outlines the amendments to the City of Lowell's annual budget for fiscal year 2018-2019.

- e. City Income Tax Resolution 24-19. Memo is provided by City Manager Michael Burns.

Recommended Motion: That the City Council approve Resolution 24-19 as presented.

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

**PROCEEDINGS  
OF THE JOINT MEETING BETWEEN  
CITY COUNCIL  
OF THE CITY OF LOWELL & THE PLANNING COMMISSION  
MONDAY, JUNE 3, 2019, 5:30 P.M.**

**1. CALL TO ORDER AND ROLL CALL.**

The Meeting was called to order at 5:30 p.m. by Mayor DeVore and City Clerk Susan Ullery called roll.

Present for City Council: Councilmembers Greg Canfield, Marty Chambers, Jim Salzwedel, Cliff Yankovich and Mayor DeVore.

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Susan Ullery and Chief of Police Steve Bukala.

Present for the City of Lowell Planning Commission: Commissioner Dave Cadwallader, Tony Ellis, Marty Chambers, Michael Gadula, Amanda Schrauben, and Chair Bruce Barker.

Absent: Commissioner Colin Plank.

**2. APPROVAL OF THE AGENDA**

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

YES: Councilmembers Greg Canfield, Marty Chambers, Jim Salzwedel, Cliff Yankovich and Mayor DeVore. NO: None Absent: None. MOTION CARRIED.

YES: Commissioners Dave Cadwallader, Tony Ellis, Marty Chambers, Michael Gadula, Amanda Schrauben and Chair Bruce Barker. NO: None. Absent: Commissioner Collin Plank. MOTION CARRIED.

**3. COMMENTS FROM CITIZENS FOR ITEMS NOT ON THE AGENDA.**

There were none.

**4. S. BROADWAY PROJECT.**

City Manager Michael Burns introduced Brian Vilmont from Prein & Newhof and he explained the change order, what has been completed, the cost and what will still need to be done in the future.

**5. ADJOURMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn City Council from the joint meeting at 6:11 p.m.

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

DATE:

APPROVED:

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Mike DeVore, Mayor

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Susan Ullery, City Clerk

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Chair Bruce Barker, City of Lowell Planning Commission

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, JUNE 3, 2019, 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 Pro-tem Greg Canfield and City Clerk Sue Ullery called roll.

Present: Councilmembers Marty Chambers, Cliff Yankovich, Jim Salzwedel and Mayor Pro-tem Canfield.

Absent: Mayor DeVore.

Also Present: City Manager Michael Burns, Chief of Police Steve Bukala, City Clerk Sue Ullery.

**2. EXCUSE OF ABSENCES.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to excuse the absence of Mayor DeVore.

YES: Councilmember Salzwedel, Councilmember Chambers, Mayor Pro-tem Canfield, and Councilmember Yankovich.

NO: None.

ABSENT: Mayor DeVore

MOTION CARRIED.

**3. APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the minutes of the regular City Council Meeting of May 20, 2019.
- Authorize payment of invoices in the amount of \$72,672.30.

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

YES: Mayor Pro-tem Canfield, Councilmember Salzwedel, Councilmember Yankovich, and Councilmember Chambers.

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

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

Perry Beachum who resides at 924 Riverside Drive expressed his gratitude for the quality of work that Rich LaBombard has done for the City of Lowell and what a great asset the Village of the City of Douglas is gaining in a City Manager. Beachum also stated, he was away but heard numerous comments on what a great and heartfelt speech City Manager Michael Burns gave at the Memorial Day parade and thanked him.

**5. OLD BUSINESS**

**a. Ware Road Landfill.**

City Manager Michael Burns gave an update on the Ware Road landfill status. They were able to obtain some additional files on the Ware Road landfill and Lowell Ledger also assisted the city with some past

news articles on it, some dating all the way back to the 1930's. The additional information has now been submitted to BLDI and so we will continue to move forward on the project. There is still a lot of work to be done.

b. Unity School.

City Manager Michael Burns stated on Friday, May 10, 2019 our City Attorney Dick Wendt sent notice to the Unity School Developers attorney for a good faith offer for the Unity School power lines. We have not received any response from their attorney so we will be filing paperwork for litigation this week.

c. Small Urban Project.

City Manager Michael Burns stated he received some communication from MDOT pertaining to the Small Urban Project for the reconstruction of Monroe St. The City is eligible for projects on even years, so we will be eligible in 2022. The grant would provide up to \$375,000 for road construction. Estimated road construction costs are \$750,000 for Monroe and the City would need to come up with the remaining costs which equates to approximately \$420,000. The City needs to submit a letter of commitment to MDOT to agree to fund the remainder. Monroe is a major street and we have approximately \$300,000 in fund balance today and anticipate more by the time this project would begin in three years. In addition, we are proposing water and sewer work on that street and those funds could be used for a portion of street repairs.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH to authorize the City Manager to send a commitment letter to MDOT to agree to pay the remainder of the funds for the construction of Monroe Street.

YES: Councilmember Salzwedel, Councilmember Yankovich, Councilmember Chambers and Mayor Pro-tem Canfield.

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

d. City Income Tax.

City Manager Michael Burns explained the process and details of where the city is on this task. Burns and the City of Lowell Attorney Dick Wendt have prepared a City Income Tax Question and Answer sheet that will be put on the website expeditiously. They will continue to update the questions and have similes of different people in different category scenarios so the residents can understand better. The Ordinance and Resolutions that follow under new business are required per state statute to be considered for the ballot measure to occur.

6. NEW BUSINESS

a. Ordinance 19-02 – To add Chapter 26, City Income Tax, “of the Code of Ordinances of the City of Lowell”.

City Manager Michael Burns stated City Council needs to approve Ordinance 19-02 which would approve the City Income Tax. The Ordinance would not come into effect unless approved by the vote of the people. Again, per Michigan statute, this must be approved as part of the ballot proposal.

Then City Attorney Dick Wendt explained the details of these changes.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve the Ordinance 19-02



An Ordinance to add Chapter 26, "City Income Tax." Of the Code of Ordinances of the City of Lowell.  
YES: Mayor Pro-tem Canfield, Councilmember Salzwedel, Councilmember Yankovich, Councilmember Chambers.

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

b. Resolution 20-19- Proposing an amendment to the Charter of the City of Lowell to authorize an income tax.

Resolution 20-19 would propose an amendment to the City Charter to authorize a City Income Tax.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS to approve Resolution 20-19.  
Resolution proposing an amendment to the Charter of the City of Lowell to authorize an income tax.  
YES: Councilmember Salzwedel, Councilmember Yankovich, Councilmember Chambers and Mayor Pro-tem Canfield.

NO: None.

ABSENT: Mayor DeVore

MOTION CARRIED.

c. Resolution 21-19- Proposing an amendment to the Charter of the City of Lowell to set a property tax limitation during any year that an excise tax on income is in effect in the City of Lowell.

IT WAS MOVED BY SALZWEDEL and seconded by YANKOVICH to approve Resolution 21-19.  
A Resolution proposing an amendment to the Charter of the City of Lowell to set a property tax limitation during any year that an excise on income is in effect in the City.  
YES: Councilmember Salzwedel, Councilmember Yankovich, Councilmember Chambers and Mayor Pro-tem Canfield.

NO: None.

ABSENT: Mayor DeVore

MOTION CARRIED.

d. Foreman Building Roof Repair.

Assistant City Manager Rich LaBombard stated on the morning of April 25, 2019, DPW employees noticed roof and fascia damage to the Foreman Building where the DPW equipment is stored. High winds during the overnight lifted the roofing off of approximately one half of the building and fascia was missing or hanging from the eaves. A vendor was immediately contacted to secure the damaged section of roofing. Subsequent wind events caused the roofing to lift again and it was determined to seek quotes to replace the roofing. An insurance claim was submitted and an insurance adjuster provided a claim estimate.

Multiple vendors were contacted to quote the repair work and below are their responses:

- Risner Roofing - \$22,950.
- Mr. Roof – declined to quote.
- All Weather Seal – declined to quote.
- Summit Point – Inspected the roof but didn't provide the quote.

It should be noted that the Risner Roofing did not quote the fascia repair cost in the estimate, but the adjuster included the fascia repair costs in his estimate. Therefore, an additional amount will be requested for council approval to cover the cost of fascia repair.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH to award the roof and fascia repair of the Foreman Building to Risner Roofing of Lowell, Michigan not to exceed \$23,500.

YES: 4. NO: NONE. ABSENT: Mayor DeVore MOTION CARRIED.

e. Resolution 22-19- Fairground Lease Agreement with Kent County Youth Fair.

City Manager Michael Burns stated City Administration has been working with the Kent County Youth Fair on a future lease agreement and their use of Recreation Park. Administration and the Youth Fair have come to a tentative agreement on the future use. Since this is a lease on park property, the lease must sit in front of City Council for twenty days per City Charter. We will bring the agreement to the Parks and Recreation Commission at their next meeting for a recommendation. Perry Beachum has been involved in the negotiation and the concern of the Parks & Rec board members has been discussed during the negotiation.

7. BOARD/COMMISSION REPORTS.

There was none.

8. MANAGER'S REPORT.

City Manager Michael Burns reported on the following:

- Rich LaBombard's last day is next Friday and Burns feels the Village of the City of Douglas is the perfect opportunity for LaBombard and that he is going to do an excellent job in Douglas. They are going to be very appreciative of what they are getting. He wished him the best and thanked him for his time in the City of Lowell and stated he is going to be missed.
- Key cards have been issued and security has been installed throughout the DPW building and City Hall. A special thanks to Jim Salzwedel and Midstate Security.
- There will be some delay with the Showboat, it should be done some time the end of April or the beginning of May 2020. It is a work in progress and we will keep you updated.
- Rec Park Committee is going to meet next week and go over the findings/requests from design day and we will report back to Council with the results.
- On Friday June 7, 2019 Mayor DeVore and Burns will be participating in the North Country Trail Legislative hike. The County Commissioner and Representative Alberts and Senator Brinks will also be walking along the trails. It will take up most of the day.

9. APPOINTMENTS.

The Historic District Commission has an appointment opening.  
The Construction Board of Appeals has an appointment opening.

9. COUNCIL COMMENTS.

Councilmember Yankovich thanked Rich LaBombard for his service and wished him the best in the

Village of the City of Douglas.

Councilmember Chambers thanked Rich LaBombard and said he will be missed and the Village of the City of Douglas is going to be very fortunate to have him.

Councilmember Canfield agreed with Chambers and thanked Rich LaBombard and stated what a wonderful job he has done for the City of Lowell, that he has made a lot of contributions and brought us a long way from where we were before he started. Canfield wished him luck and thanked him for all he has done.

10. **ADJOURNMENT.**

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn at 7:50 p.m.

DATE:

APPROVED:

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Mike DeVore, Mayor

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Sue Ullery, Lowell City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**ORDINANCE NO. 19-02**

**AN ORDINANCE TO ADD CHAPTER 26, "CITY INCOME TAX," OF THE CODE  
OF ORDINANCES OF THE CITY OF LOWELL**

Councilmember CHAMBERS, supported by Councilmember SALZWEDEL, moved the adoption of the following ordinance:

**THE CITY OF LOWELL ORDAINS:**

**Section 1. Addition of Chapter 26.** Chapter 26 of the Code of Ordinances of the City of Lowell is added to read as follows:

**CHAPTER 26. – CITY INCOME TAX**

**SECTION 26-1. – UNIFORM CITY INCOME TAX ORDINANCE BY REFERENCE.**

The uniform city income tax ordinance, being Chapter 2 of Act 284 of the Public Acts of Michigan of 1964, as amended ("Act 284") (MCL 141.601 et seq.), a true copy of which is on file in the office of the city clerk (the "Uniform City Income Tax Ordinance"), be and the same is hereby enacted by reference as if set out herein in its entirety.

**SECTION 26-2. – TAX RATE.**

As provided at Section 3 of Act 284 (MCL 141.503(1)), the rate of tax shall be as follows:

Subject to the exclusions, adjustments, exemptions and deductions herein provided, an annual tax of one percent (1.0%) on corporations and resident individuals and one-half percent (0.5%) on nonresident individuals for general revenue purposes is hereby imposed as an excise on income earned and received on and after the effective date of this ordinance.

**SECTION 26-3. - EXEMPTIONS.**

Pursuant to Section 31 of Act 284, the exemptions permitted shall be as follows:

- (a) An individual taxpayer in computing his or her taxable income is allowed deductions for personal and dependency exemptions in the amount of six hundred dollars (\$600.00) for each personal and dependency exemption under the rules for determining exemptions and dependents as provided in Part 1 of Act 281 of the Public Acts of Michigan of 1967, as amended ("Act 281") (MCL 206.1 to 206.532). The taxpayer may claim his or her spouse and dependents as exemptions, but if the taxpayer and the spouse are both subject to the tax imposed by this chapter, the number of exemptions claimed by each of them when added together shall not exceed the total number of exemptions allowed under this section.

- (b) An additional exemption is allowed under subsection (a) for a taxpayer who is 65 years of age or older, a taxpayer who is blind as defined in Section 504 of Act 281 (MCL 206.504), a taxpayer who is a paraplegic, quadriplegic, hemiplegic, or totally and permanently disabled person as defined in Section 216 of Title II of the Social Security Act, 42 USC 416 (the "SSA"), or a taxpayer who is a deaf person as defined in Section 2 of Act 204 of the Public Acts of Michigan of 1982, as amended ("Act 204") (MCL 393.502). If the taxpayer qualifies for an additional exemption under more than one of the following, an additional exemption is allowed for each of the following for which the taxpayer qualifies:
- (1) A taxpayer who is a paraplegic, quadriplegic, or hemiplegic, or who is a totally or permanently disabled person as defined in Section 216 of Title II of the SSA.
  - (2) A taxpayer who is blind as defined in Section 504 of Act 281.
  - (3) A taxpayer who is a deaf person as defined in Section 2 of Act 204.
  - (4) A taxpayer who is 65 years of age or older.
- (c) Additionally, if the adjusted gross income for a taxpayer for a tax year is less than five thousand dollars (\$5,000.00) that taxpayer is exempt from paying income tax under this chapter.

#### **SECTION 26-4. – INCOME TAX ADMINISTRATOR.**

The City Income Tax Administrator is hereby designated as and shall have all of the powers and duties of "Administrator" of this chapter as provided for in Act 284.

#### **SECTION 26-5. – COPIES ON FILE.**

Printed copies of the Uniform City Income Tax Ordinance adopted pursuant to this chapter shall be kept in the office of the city clerk, available for inspection by the public at all times.

#### **SECTION 26-6. – EFFECTIVE AFTER APPROVAL.**

Pursuant to Section 2a of Act 284 (MCL 141.502a), the imposition of an excise tax on income under this ordinance shall not take effect until this ordinance is approved by the qualified and registered electors of the City as provided for by law.

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

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

YEAS: Councilmembers Canfield, Salzwedel, Yankovich and Chambers

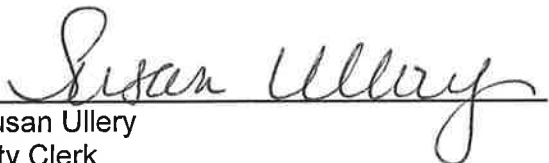
NAYS : Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers Mayor DeVore

**ORDINANCE DECLARED ADOPTED.**

Dated: June 3, 2019

  
Susan Ullery  
City Clerk

**CERTIFICATION**

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on June 3, 2019, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in *The Lowell Ledger*, on June 5, 2019. I further certify that the above ordinance was entered into the Ordinance Book of the City on June 15, 2019, and was effective June 15, 2019, ten (10) days after publication.

Dated: June 3, 2019

  
Susan Ullery  
City Clerk

GRAPIDS 60857-962 556672v3

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 20-19**

**RESOLUTION PROPOSING AN AMENDMENT TO THE CHARTER OF  
THE CITY OF LOWELL TO AUTHORIZE AN INCOME TAX**

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

**WHEREAS**, the City of Lowell (the “City”) is organized and operates as a Home Rule City pursuant to its Charter of the City of Lowell first adopted on March 7, 1960, as amended, pursuant to Act 279 of the Public Acts of Michigan of 1909, as amended (“Act 279”), (MCL 117.1 et seq.); and

**WHEREAS**, the City has adopted Ordinance 19-02 imposing an excise tax equal to one percent (1.0%) on the income on resident individuals and corporations and one half percent (0.5%) on nonresident individuals; and

**WHEREAS**, the City Council of the City believes that the qualified and registered electors of the City should have the option to authorize the levy of a City income tax.

**NOW, THEREFORE, BE IT RESOLVED** that in accordance with Act 279, the City hereby proposes that a new Section 9a be added to the Charter of the City of Lowell to read as follows:

**CHAPTER 9a. – INCOME TAXATION**

**SECTION 9a-1 – Power to Tax and Administer**

THE CITY SHALL HAVE THE POWER TO ASSESS TAXES AND LEVY AND COLLECT RENTS, TOLLS, AND EXCISES. THE CITY IS AUTHORIZED TO LEVY AN EXCISE TAX ON INCOME IN ACCORDANCE WITH STATE LAW TO BE USED FOR ANY LAWFUL PURPOSE AND TO PROVIDE FOR THE ADMINISTRATION THEREOF BY ORDINANCE. ANY INCOME TAX

AUTHORIZED BY THIS SECTION SHALL HAVE A DURATION OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2035.

**BE IT FURTHER RESOLVED**, that the aforesaid proposition to add Section 9a of the City Charter shall be submitted to the electors of the City at the general election to be held in the City on November 5, 2019; and

**BE IT FURTHER RESOLVED**, that the City Clerk be and is hereby directed to submit a certified copy of this resolution and charter amendment to the Governor of the State of Michigan (the "Governor") for her approval of said charter amendment pursuant to Section 22 of Act 279 and to the Michigan Attorney General (the "Attorney General") for review pursuant to Section 21 of Act 279; and,

**BE IT FURTHER RESOLVED**, that before the submission of said amendment to the qualified and registered electors of the City, the amendment herein proposed shall be published in full being the addition of a new Section 9a, and a notice of said election, in at least two issues of *The Lowell Ledger*, or other newspaper of general circulation in the City, the first publication to be not less than two weeks nor more than four weeks prior to said election; and,

**BE IT FURTHER RESOLVED**, that the purpose of such proposed Charter amendment or question shall be designated on the ballots to be printed by the City Clerk, which Ballot Question and Statement of Purpose shall be as follows:

#### BALLOT QUESTION

Shall Chapter 9a of the City of Lowell City Charter be added to authorize an excise tax on income for 15 years commencing January 1, 2020?

YES \_\_\_\_\_ NO \_\_\_\_\_

**BE IT FURTHER RESOLVED**, that the City Clerk shall do and perform all acts required of said Clerk by the City Charter and the statutes of the State of Michigan in such case made and provided in regard to the registration of electors for said election, the giving of notice thereof, the giving of notice of such election, the preparation and furnishing of necessary ballots, the obtaining of necessary approval of this amendment by the Attorney General and the Governor, and for the conduct of such election.



YEAS: Councilmembers Salzwedel, Yankovich, Chambers and Canfield

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers DeVore

**RESOLUTION DECLARED ADOPTED.**

Dated: June 3, 2019

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

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on June 3, 2019, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: June 3, 2019

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

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 21-19**

**RESOLUTION PROPOSING AN AMENDMENT TO THE CHARTER OF  
THE CITY OF LOWELL TO SET A PROPERTY TAX LIMITATION  
DURING ANY YEAR THAT AN EXCISE TAX ON INCOME IS IN  
EFFECT IN THE CITY**

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

**WHEREAS**, the City of Lowell (the “City”) is organized and operates as a Home Rule City pursuant to its Charter first adopted on March 7, 1960, as amended, pursuant to Act 279 of the Public Acts of Michigan of 1909, as amended (“Act 279”), (MCL 117.1 et seq.); and

**WHEREAS**, the City has adopted Ordinance 19-02 imposing an excise tax equal to one percent (1.0%) on the income on resident individuals and corporations and one half percent (0.5%) on nonresident individuals; and

**WHEREAS**, the City Council of the City believes that the qualified and registered electors of the City should decide whether a property tax limitation is appropriate during any year that an excise tax on income is in effect in the City;

**NOW, THEREFORE, BE IT RESOLVED** that in accordance with Act 279, the City hereby proposes that Section 9.1 to the Charter of the City of Lowell be amended to read as follows:

**Section 9.1. - Power to Tax—Tax Limit.**

The City shall have the power to assess taxes and levy and collect rents, tolls, and excises. The annual ad valorem tax levy shall not exceed that percentage allowed by statute of the assessed value of all real and personal property subject to taxation in the City. NOTWITHSTANDING ANYTHING TO THE CONTRARY, DURING ANY YEAR BEGINNING WITH CALENDAR YEAR 2021 THAT AN EXCISE TAX ON INCOME IS IN EFFECT IN THE CITY, THE PROPERTY TAX SHALL BE REDUCED BY 6.7597 MILLS

FROM THE MAXIMUM AMOUNT OTHERWISE ALLOWED BY THE HEADLEE AMENDMENT, SECTIONS 25 THROUGH 33 OF ARTICLE IX OF THE STATE CONSTITUTION.

**BE IT FURTHER RESOLVED**, that the aforesaid proposition to amend Section 9.1 of the City Charter shall be submitted to the electors of the City at the general election to be held in the City on November 5, 2019; and

**BE IT FURTHER RESOLVED**, that the City Clerk be and is hereby directed to submit a certified copy of this resolution and charter amendment to the Governor of the State of Michigan (the "Governor") for her approval of said charter amendment pursuant to Section 22 of Act 279 and to the Michigan Attorney General (the "Attorney General") for review pursuant to Section 21 of Act 279; and,

**BE IT FURTHER RESOLVED**, that before the submission of said amendment to the qualified and registered electors of the City, the amendment herein proposed shall be published in full being Section 9.1, and a notice of said election, in at least two issues of *The Lowell Ledger*, or other newspaper of general circulation in the City, the first publication to be not less than two weeks nor more than four weeks prior to said election; and,

**BE IT FURTHER RESOLVED**, that the purpose of such proposed Charter amendment or question shall be designated on the ballots to be printed by the City Clerk, which Ballot Question and Statement of Purpose shall be as follows:

#### BALLOT QUESTION

If, and only if, the City of Lowell City Charter is amended to include an excise tax on income pursuant to a vote of the people at the general election to be held on November 5, 2019, shall Chapter 9.1 of the City of Lowell City Charter be amended to reduce the City property tax levy by 6.7597 mills from the maximum authorization otherwise allowed by the Headlee Amendment, Sections 25 through 33 of Article IX of the State Constitution during any year beginning with calendar year 2021 that an excise tax on income is in effect in the City?

YES \_\_\_\_\_ NO \_\_\_\_\_

**BE IT FURTHER RESOLVED**, that the City Clerk shall do and perform all acts required of said Clerk by the City Charter and the statutes of the State of Michigan in such case made and provided in regard to the registration of electors for said election, the giving of notice thereof, the giving of notice of such election, the preparation and furnishing of necessary ballots, the obtaining of necessary approval of this amendment by the Attorney General and the Governor, and for the conduct of such election.

YEAS: Councilmembers Salzwedel, Yankovich, Chambers and Canfield

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers Mayor DeVore

**RESOLUTION DECLARED ADOPTED.**

Dated: June 3, 2019

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

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on June 3, 2019, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: June 3, 2019

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

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 22-19**

**RESOLUTION APPROVING AND AUTHORIZING  
EXECUTION OF FAIRGROUND USE AGREEMENT WITH  
KENT COUNTY YOUTH AGRICULTURE ASSOCIATION**

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

**WHEREAS**, the City of Lowell (the “City”) owns certain property east of Hudson Street and north of the Flat River known as the “Fairgrounds”; and

**WHEREAS**, the Kent County Youth Agriculture Association (the “KCYAA”) in the past has used the Fairgrounds in connection with its annual sponsorship of the youth fair (the “Fair”) and in connection with other KCYAA sponsored or sanctioned activities and uses (the “Other Activities”); and

**WHEREAS**, KCYAA desires to continue to use the Fairgrounds for the Fair and related Other Activities and the City is willing to permit such uses subject to the terms and conditions of a Fairgrounds Use Agreement (the “Agreement”).

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

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, and the same are, hereby rescinded.

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

\_\_\_\_\_

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

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

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

**RESOLUTION DECLARED ADOPTED.**

Dated: July 1, 2019

\_\_\_\_\_  
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 1, 2019, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: July 1, 2019

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

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	26TH CIRCUIT CT.	BOND - GOODMOOT	300.00	72888
101-000-040.000	ACCOUNTS RECEIVABLE	RICH DYKSTRA	BOND REFUND 823 AVERY	1,000.00	72889
101-000-084.015	DUE FROM FIRE AUTHORITY	MANSZEWSKI LANDSCAPING LL	2019 MOWING PYMT #1	300.00	72930
101-000-085.000	DUE FROM LIGHT & POWER	DICKINSON WRIGHT PLLC	LEGAL SERVICES - SABO PR	508.08	72903
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES	60.66	72921
101-000-225.000	DUE TO SET -TRAILER FEES	KENT COUNTY TREASURER	TRAILER FEES	242.68	72921
101-000-451.000	BUSINESS LIC & APPLICATIO	COMPASS ROSE DEVELOPMENT	REFUND FOR W/S	50.00	72899
Total For Dept 000				2,461.42	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	SCHRAUBEN, AMANDA B.	NEWSLETTER JAN-JUNE 2019	1,200.00	72946
Total For Dept 172 MANAGE				1,200.00	
Dept 209 ASSESSOR					
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	ASSESSING OFFICE EXPENSES	122.38	72943
101-209-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	50.58	72926
Total For Dept 209 ASSESS				172.96	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	148.00	72903
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - INCOME T	1,313.50	72903
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - LANDFILL	481.00	72903
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - GENERAL	3,126.50	72903
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - SABO PR	508.07	72903
Total For Dept 210 ATTORN				5,577.07	
Dept 215 CLERK					
101-215-860.000	TRAVEL EXPENSES	BROWN, AMY	WMCA MEETING	29.58	72897
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	304.11	72926
Total For Dept 215 CLERK				333.69	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	MAY ADMIN FEE	19.50	72913
Total For Dept 253 TREASU				19.50	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	274.03	72952
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 6/30 -9/2	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 9/30 - 12	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 12/30/18	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHIINE 3/30 - 6	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 9/30/17 -	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 6/30/17 -	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 12/30/17	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 12/30/16	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 3/3018 -	150.00	72938
101-265-730.000	POSTAGE	PITNEY BOWES GLOBAL FIN.	POSTAGE MACHINE 3/30/17 -	150.00	72938
101-265-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	19.99	72893
101-265-740.000	OPERATING SUPPLIES	HOOPER PRINTING	LETTER HEAD PAPER	214.95	72916
101-265-740.000	OPERATING SUPPLIES	ACTION CHEMICAL	CITY HALL/LIBRARY SUPPLIE	30.00	72890
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	43.25	72952
101-265-802.000	CONTRACTUAL	ENER TEMP, INC.	IP ADDRESSING	455.00	72906
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING 5/29 - 6/12/19	390.00	72945
101-265-802.000	CONTRACTUAL	STATE OF MICHIGAN	ELEVATOR RE-INSPECTION	250.00	72949
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	2,889.93	72927
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	828.30	72900
101-265-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	76.50	72893
101-265-930.000	REPAIR & MAINTENANCE	FISH WINDOW CLEANING	CITY HALL/LPD/LIBRARY WI	875.00	72912
101-265-975.000	BUILDING IMPROVEMENTS	MIDSTATE SECURITY CO.	CITY HALL CARD ACCESS	2,604.89	72933

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 265 CITY HALL					
Total For Dept 265 CITY H				10,451.84	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	41.97	72893
101-276-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	6.15	72947
101-276-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	44.93	72956
101-276-740.000	OPERATING SUPPLIES	WILLIAM BOS GREENHOUSE	FLOWERS	9.40	72958
101-276-744.000	UNIFORMS	FANS IN THE STANDS	DPW TEE SHIRTS	20.00	72910
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM - OAKWO	90.00	72922
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	86.18	72927
Total For Dept 276 CEMETE				298.63	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCAN MAY 2019	129.75	72950
101-301-744.000	UNIFORMS	CURTIS CLEANERS	LPD DRY CLEANING	194.75	72901
101-301-803.000	DISPATCHING SERVICES	KENT COUNTY TREASURER	DISPATCH SERVICES/LEIN	17,164.60	72920
101-301-930.000	R & M EQUIPMENT	NAPA AUTO PARTS	ACCOUNT STATEMENT	62.99	72936
101-301-931.000	R & M POLICE CARS	BETTEN BAKER	POLICE VEHICLE R & M	35.98	72894
101-301-931.000	R & M POLICE CARS	BETTEN BAKER	LPD CHEVY 2010	36.12	72894
101-301-958.000	MI CRIMINAL JUSTIS TRAIN.	WMCJTC	WMCJT CONSOTIUM	193.92	72960
101-301-980.000	OFFICE EQUIPMENT	HOOPER PRINTING	POLICE ID BADGES	25.00	72916
Total For Dept 301 POLICE				17,843.11	
Dept 400 PLANNING & ZONING					
101-400-611.000	SITE PLAN REVIEW RETAINER	COMPASS ROSE DEVELOPMENT	REFUND FOR W/S	2,500.00	72899
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	2,099.06	72959
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	450.00	72959
101-400-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	107.00	72926
Total For Dept 400 PLANNI				5,156.06	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	5.97	72893
101-441-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS	70.00	72954
101-441-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	CRUSLHED CONCRET/MULCH	102.00	72955
101-441-802.000	CONTRACTUAL	MANSZEWSKI LANDSCAPING LL	2019 MOWING PYMT #1	570.00	72930
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	258.43	72927
101-441-920.000	PUBLIC UTILITIES	COMCAST CABLE	ACCOUNT STATEMENT	35.05	72898
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,132.10	72927
101-441-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	18.99	72893
101-441-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	99.95	72947
101-441-955.000	MISCELLANEOUS EXPENSE	AMAZON CAPTIAL SERVICES	AMAZON PURCHASES	26.85	72892
101-441-955.000	MISCELLANEOUS EXPENSE	MICHIGAN MUNICIPAL LEAGUE	WEBSITE AD - DPW DIRECTOR	66.84	72931
101-441-975.000	BUILDING IMPROVEMENTS	MIDSTATE SECURITY CO.	DPW CARD ACCESS SECURITY	8,118.67	72933
Total For Dept 441 DEPART				10,504.85	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	114.60	72927
Total For Dept 747 CHAMBE				114.60	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	95.66	72893
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	51.94	72956
101-751-740.000	OPERATING SUPPLIES	AMAZON CAPTIAL SERVICES	AMAZON PURCHASES	34.73	72892
101-751-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	CRUSLHED CONCRET/MULCH	184.52	72955
101-751-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	PARKS TOWELS	100.04	72896
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOMS REC PA	220.00	72922
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RSTROOM BURCH FI	135.00	72922
101-751-802.000	CONTRACTUAL	TRUGREEN	REC PARK LAWN SERVICE	126.69	72957
101-751-802.000	CONTRACTUAL	MANSZEWSKI LANDSCAPING LL	2019 MOWING PYMT #1	8,850.00	72930
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	469.75	72927



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Fund 101 GENERAL FUND					
Dept 751 PARKS					
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	13.18	72893
101-751-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	220.09	72947
101-751-930.000	REPAIR & MAINTENANCE	EQUIPMENT SOLUTIONS	BRUSH HOG FOR SKID STEER	110.00	72908
101-751-975.000	BUILDING IMPROVEMENTS	MIDSTATE SECURITY CO.	SECURITY CARD ACCESS	5,792.18	72933
Total For Dept 751 PARKS				16,403.78	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	49.66	72927
Total For Dept 757 SHOWBO				49.66	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	ACTION CHEMICAL	CITY HALL/LIBRARY SUPPLIE	107.89	72890
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	43.25	72952
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING 5/29 - 6/12/19	180.00	72945
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,220.64	72927
101-790-930.000	REPAIR & MAINTENANCE	FISH WINDOW CLEANING	CITY HALL/LPD/LIBRARY WI	375.00	72912
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	LIBRARY RUGS	255.92	72935
Total For Dept 790 LIBRAR				2,182.70	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	265.32	72927
101-804-975.000	BUILDING IMPROVEMENTS	LYNCH ARCHITECT, MICHAEL	ARCHITECTURAL SERVICES -	900.00	72929
Total For Dept 804 MUSEUM				1,165.32	
Total For Fund 101 GENERA				73,935.19	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	AMAZON CAPTIAL SERVICES	AMAZON PURCHASES	34.73	72892
202-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	571.20	72951
202-463-740.000	OPERATING SUPPLIES	O'LEARY PAINT	TRAFFIC PAINT	616.65	72937
Total For Dept 463 MAINTEN				1,222.58	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	19.80	72947
202-474-740.000	OPERATING SUPPLIES	AMAZON CAPTIAL SERVICES	AMAZON PURCHASES	34.73	72892
202-474-740.000	OPERATING SUPPLIES	MICHIGAN PAVEMENT MARKING	PAVEMENT MARKINGS	2,833.66	72932
Total For Dept 474 TRAFFI				2,888.19	
Dept 483 ADMINISTRATION					
202-483-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	STREET ASSET MGMT	296.09	72959
Total For Dept 483 ADMINI				296.09	
Total For Fund 202 MAJOR				4,406.86	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	24.99	72956
203-463-740.000	OPERATING SUPPLIES	AMAZON CAPTIAL SERVICES	AMAZON PURCHASES	34.69	72892
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	571.20	72951
203-463-740.000	OPERATING SUPPLIES	O'LEARY PAINT	TRAFFIC PAINT	616.65	72937
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	926.80	72951
Total For Dept 463 MAINTEN				2,174.33	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	AMAZON CAPTIAL SERVICES	AMAZON PURCHASES	34.73	72892
Total For Dept 474 TRAFFI				34.73	
Dept 483 ADMINISTRATION					
203-483-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	STREET ASSET MGMT	296.09	72959
Total For Dept 483 ADMINI				296.09	
Dept 906 DEBT SERVICE					
203-906-996.000	PAYING AGENT FEES	THE BANK OF NY MELLON	2005 TRANSPORT FUND IMP B	802.50	72953

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 203 LOCAL STREET FUND					
Dept 906 DEBT SERVICE					
		Total For Dept 906 DEBT S		802.50	
		Total For Fund 203 LOCAL		3,307.65	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	REC PARK MASTER PLAN	1,262.50	72959
		Total For Dept 450 CAPITA		1,262.50	
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	19.99	72893
248-463-740.000	OPERATING SUPPLIES	LINCOLN NURSERIES, INC.	DDA FLOWERS	97.50	72924
248-463-740.000	OPERATING SUPPLIES	MILL CREEK FARM LLC	DDA FLOWERS	7.80	72934
248-463-740.000	OPERATING SUPPLIES	WILLIAM BOS GREENHOUSE	DDA FLOWERS	57.30	72958
248-463-740.000	OPERATING SUPPLIES	WILLIAM BOS GREENHOUSE	FLOWERS	15.30	72958
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	452.92	72927
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	STREET LIGHT POLE BRACKET	1,114.46	72928
		Total For Dept 463 MAINTENANCE		1,765.27	
		Total For Fund 248 DOWNTOWN		3,027.77	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT	INISPECTIONS FOR MAY 2019	7,511.40	72941
		Total For Dept 371 BUILDING		7,511.40	
		Total For Fund 249 BUILDING		7,511.40	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - AIRPORT	425.50	72903
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	137.19	72900
581-000-930.000	REPAIR & MAINTENANCE	BOURGETTE, BOB	REIMBURSEMENT FOR MOWER P	94.30	72895
581-000-970.000	CAPITAL OUTLAY	GREAT LAKES PAVING	PAVING AIRPORT TAXIWAY	28,320.00	72914
		Total For Dept 000		28,976.99	
		Total For Fund 581 AIRPORT		28,976.99	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,983.96	72927
		Total For Dept 000		4,983.96	
Dept 551 COLLECTION					
590-551-744.000	UNIFORMS	SOYKA, CODY	BOOTS REIMBURSEMENT	52.99	72948
590-551-744.000	UNIFORMS	FANS IN THE STANDS	DPW TEE SHIRTS	150.00	72910
590-551-970.000	CAPITAL OUTLAY	FERGUSON ENTERPRISES, INC	WATER METERS - BURGER KIN	183.59	72911
590-551-970.000	CAPITAL OUTLAY	KAMMINGA & ROODVOETS, INC	CHANGE ORDER 4 - S BROADW	42,615.28	72919
		Total For Dept 551 COLLEC		43,001.86	
Dept 552 CUSTOMER ACCOUNTS					
590-552-703.000	SALARIES-METER READS	BARTLETT, SANDY	METER READS/MILEAGE MAY 2	353.65	72962
590-552-730.000	POSTAGE	POSTMASTER	MAILING WATER BILLS	221.02	72887
590-552-740.000	OPERATING SUPPLIES	HOOPER PRINTING	WATER BILL PAPER	134.38	72916
590-552-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	METER READS/MILEAGE MAY 2	30.45	72962
		Total For Dept 552 CUSTOMER		739.50	
		Total For Fund 590 WASTEWATER		48,725.32	
Fund 591 WATER FUND					
Dept 000					
591-000-627.000	WATER METERS	COMPASS ROSE DEVELOPMENT	REFUND FOR W/S	725.00	72899
591-000-632.000	METERED SALES-TOWNSHIP	LOWELL CHARTER TOWNSHIP	WATER OVERPAYMENT #4	5,103.33	72925
591-000-633.000	CAPITAL CONNECTION CHARGE	COMPASS ROSE DEVELOPMENT	REFUND FOR W/S	2,294.00	72899
591-000-677.000	MISCELLANEOUS	COMPASS ROSE DEVELOPMENT	REFUND FOR W/S	1,250.00	72899
		Total For Dept 000		9,372.33	

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Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	54.07	72893
591-570-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	63.72	72952
591-570-802.000	CONTRACTUAL	ENGINEERED PROTECTION SYS	VIDEO SERVICE AGREEMENT 7	225.00	72907
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,730.40	72927
591-570-970.000	CAPITAL OUTLAY	CUSTOM & DESIGN SHEET MET	WTP - PAINT SLAKER TOWER	1,250.00	72902
591-570-970.000	CAPITAL OUTLAY	PROGRESSIVE HEATING COOLI	WTP R & M	3,170.00	72942
591-570-970.000	CAPITAL OUTLAY	RS TECHNICAL SERVICES, IN	WPT - SCADA	20,517.25	72944
Total For Dept 570 TREATM				30,010.44	
Dept 571 DISTRIBUTION					
591-571-744.000	UNIFORMS	SOYKA, CODY	BOOTS REIMBURSEMENT	53.00	72948
591-571-744.000	UNIFORMS	FANS IN THE STANDS	DPW TEE SHIRTS	150.00	72910
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION MAY 2019	73.00	72917
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION MAY 2019	864.00	72917
591-571-802.000	CONTRACTUAL	MANSZEWSKI LANDSCAPING LL	2019 MOWING PYMT #1	690.00	72930
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,153.14	72927
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	29.61	72900
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATMENT	4.20	72893
591-571-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	15.15	72947
591-571-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER DEPT R & M	2,022.50	72905
591-571-930.000	REPAIR & MAINTENANCE	ETNA SUPPLY COMPANY	WATER DEPT R & M	309.90	72909
591-571-930.000	REPAIR & MAINTENANCE	POLLARDWATER	CURB & VALVE BOX	270.06	72940
591-571-970.000	CAPITAL OUTLAY	FERGUSON ENTERPIRSES, INC	WATER METERS - BURGER KIN	183.59	72911
591-571-970.000	CAPITAL OUTLAY	KAMMINGA & ROODVOETS, INC	CHANGE ORDER 4 - S BROADW	46,166.54	72919
Total For Dept 571 DISTRI				51,984.69	
Dept 572 CUSTOMER ACCOUNTS					
591-572-703.000	SALARIES-METER READS	BARTLETT, SANDY	METER READS/MILEAGE MAY 2	353.65	72962
591-572-730.000	POSTAGE	POSTMASTER	MAILING WATER BILLS	221.02	72887
591-572-740.000	OPERATING SUPPLIES	HOOPER PRINTING	WATER BILL PAPER	134.37	72916
591-572-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	METER READS/MILEAGE MAY 2	30.45	72962
Total For Dept 572 CUSTOM				739.49	
Dept 573 ADMINISTRATION					
591-573-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	CONSULTING - LOWELL TWP U	97.50	72959
Total For Dept 573 ADMINI				97.50	
Total For Fund 591 WATER				92,204.45	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	KORE/HI COM, INC.	COMPUTER SYSTEM SERVICES	6,546.25	72923
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	DATA PROCESSING	1,500.00	72891
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	DPW COPY MACHINE CONTRACT	58.66	72904
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	LPD COPY MACHINE CONTRACT	41.62	72904
Total For Dept 000				8,146.53	
Total For Fund 636 DATA P				8,146.53	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	WOLF KUBOTA	CEMETERY SUPPLIES	49.95	72961
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	49.05	72936
661-895-930.000	REPAIR & MAINTENANCE	INTERSTATE BILLING SERVIC	AIS CONSTRUCTION - BACKHO	2,032.09	72918
661-895-930.000	REPAIR & MAINTENANCE	WOLF KUBOTA	EQUIP FUND R & M #54	3.26	72961
661-895-930.000	REPAIR & MAINTENANCE	GTW	EQUIP FUND R & M	34.96	72915
661-895-930.000	REPAIR & MAINTENANCE	WOLF KUBOTA	SHARPEN BLADES	182.88	72961
661-895-930.000	REPAIR & MAINTENANCE	WOLF KUBOTA	EXMARK MOWER R & M	657.35	72961
Total For Dept 895 FLEET				3,009.54	
Total For Fund 661 EQUIPM				3,009.54	

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BOTH OPEN AND PAID

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:					
			Fund 101 GENERAL FUND	73,935.19	
			Fund 202 MAJOR STREET FUN	4,406.86	
			Fund 203 LOCAL STREET FUN	3,307.65	
			Fund 248 DOWNTOWN DEVELOP	3,027.77	
			Fund 249 BUILDING INSPECT	7,511.40	
			Fund 581 AIRPORT FUND	28,976.99	
			Fund 590 WASTEWATER FUND	48,725.32	
			Fund 591 WATER FUND	92,204.45	
			Fund 636 DATA PROCESSING	8,146.53	
			Fund 661 EQUIPMENT FUND	3,009.54	
				<hr/>	
				273,251.70	

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Vendor Code	Vendor Name Invoice	Description	Amount
00941	26TH CIRCUIT CT. 6/6/2019	BOND - GOODEMOOT	300.00
TOTAL FOR: 26TH CIRCUIT CT.			300.00
01878	ACTION CHEMICAL 382791	CITY HALL/LIBRARY SUPPLIES	137.89
TOTAL FOR: ACTION CHEMICAL			137.89
01513	ADDORIO TECHNOLOGIES, LLC 8072	DATA PROCESSING	1,500.00
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC			1,500.00
10816	AMAZON CAPTIAL SERVICES MAY 2019	AMAZON PURCHASES	200.46
TOTAL FOR: AMAZON CAPTIAL SERVICES			200.46
00045	BARTLETT, SANDY 6/14/2019	METER READS/MILEAGE MAY 2019	768.20
TOTAL FOR: BARTLETT, SANDY			768.20
00050	BERNARDS ACE HARDWARE MAY 2019	ACCOUNT STATMENT	350.52
TOTAL FOR: BERNARDS ACE HARDWARE			350.52
10686	BETTEN BAKER 127828 128083	LPD CHEVY 2010 POLICE VEHICLE R & M	36.12 35.98
TOTAL FOR: BETTEN BAKER			72.10
10483	BOURGETTE, BOB 6/13/19	REIMBURSEMENT FOR MOWER PARTS	94.30
TOTAL FOR: BOURGETTE, BOB			94.30
00065	BOUWHUIS SUPPLY, INC. 60415	PARKS TOWELS	100.04
TOTAL FOR: BOUWHUIS SUPPLY, INC.			100.04
10738	BROWN, AMY 6/5/2019	WMCA MEETING	29.58
TOTAL FOR: BROWN, AMY			29.58
10493	COMCAST CABLE 6/6 - 7/5/19	ACCOUNT STATEMENT	35.05
TOTAL FOR: COMCAST CABLE			35.05
MISC	COMPASS ROSE DEVELOPMENT 901 BOWES RD	REFUND FOR W/S	6,819.00
TOTAL FOR: COMPASS ROSE DEVELOPMENT			6,819.00
10509	CONSUMERS ENERGY 4/26 - 5/27/2019	ACCOUNT STATEMENTS	995.10
TOTAL FOR: CONSUMERS ENERGY			995.10
01156	CURTIS CLEANERS MAY 2019	LPD DRY CLEANING	194.75
TOTAL FOR: CURTIS CLEANERS			194.75

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Vendor Code	Vendor Name	Invoice	Description	Amount
10815	CUSTOM & DESIGN SHEET METAL INC	3139	WTP - PAINT SLAKER TOWER	1,250.00
TOTAL FOR: CUSTOM & DESIGN SHEET METAL INC				1,250.00
00148	DICKINSON WRIGHT PLLC	1372422	LEGAL SERVICES - SABO PR	1,016.15
		1372423	LEGAL SERVICES	148.00
		1372424	LEGAL SERVICES - AIRPORT	425.50
		1372426	LEGAL SERVICES - LANDFILL	481.00
		1372427	LEGAL SERVICES - INCOME TAX	1,313.50
		1372428	LEGAL SERVICES - GENERAL	3,126.50
TOTAL FOR: DICKINSON WRIGHT PLLC				6,510.65
02035	DIGITAL OFFICE MACHINES, INC.	18538	LPD COPY MACHINE CONTRACT	41.62
		18539	DPW COPY MACHINE CONTRACT	58.66
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.				100.28
10297	EJ USA, INC.	110190034505	WATER DEPT R & M	2,022.50
TOTAL FOR: EJ USA, INC.				2,022.50
02080	ENER TEMP, INC.	19-552	IP ADDRESSING	455.00
TOTAL FOR: ENER TEMP, INC.				455.00
10713	ENGINEERED PROTECTION SYSTEMS INC	A1148130	VIDEO SERVICE AGREEMENT 7/1 - 9/30/19	225.00
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC				225.00
02554	EQUIPMENT SOLUTIONS	19021	BRUSH HOG FOR SKID STEER	110.00
TOTAL FOR: EQUIPMENT SOLUTIONS				110.00
00744	ETNA SUPPLY COMPANY	S103104755.001	WATER DEPT R & M	309.90
TOTAL FOR: ETNA SUPPLY COMPANY				309.90
10761	FANS IN THE STANDS	1258	DPW TEE SHIRTS	320.00
TOTAL FOR: FANS IN THE STANDS				320.00
10693	FERGUSON ENTERPIRSES, INC.	0074453	WATER METERS - BURGER KING	367.18
TOTAL FOR: FERGUSON ENTERPIRSES, INC.				367.18
02396	FISH WINDOW CLEANING	1460	CITY HALL/LPD/LIBRARY WINDOWS	1,250.00
TOTAL FOR: FISH WINDOW CLEANING				1,250.00
02218	FLEX ADMINISTRATORS, INC.	103053	MAY ADMIN FEE	19.50
TOTAL FOR: FLEX ADMINISTRATORS, INC.				19.50
01285	GREAT LAKES PAVING	8399	PAVING AIRPORT TAXIWAY	28,320.00
TOTAL FOR: GREAT LAKES PAVING				28,320.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
01508	GTW	187423	EQUIP FUND R & M	34.96
TOTAL FOR: GTW				34.96
00248	HOOPER PRINTING	57576	LETTER HEAD PAPER	214.95
		57605	POLICE ID BADGES	25.00
		57693	WATER BILL PAPER	268.75
TOTAL FOR: HOOPER PRINTING				508.70
02463	HYDROCORP	0052432-IN	CROSS CONNECTION MAY 2019	864.00
		0052590-IN	CROSS CONNECTION MAY 2019	73.00
TOTAL FOR: HYDROCORP				937.00
10350	INTERSTATE BILLING SERVICE, INC.	W64096 & W64222	DISPATCH SERVICES/LEIN	2,032.09
TOTAL FOR: INTERSTATE BILLING SERVICE, INC.				2,032.09
00280	KAMMINGA & ROODVOETS, INC.	5/30/2019	CHANGE ORDER 4 - S BROADWAY	88,781.82
TOTAL FOR: KAMMINGA & ROODVOETS, INC.				88,781.82
00298	KENT COUNTY TREASURER	19052200760	DISPATCH SERVICES/LEIN	17,164.60
TOTAL FOR: KENT COUNTY TREASURER				17,164.60
00300	KENT COUNTY TREASURER	6/11/2019	TRAILER FEES	303.34
TOTAL FOR: KENT COUNTY TREASURER				303.34
02209	KERKSTRA PORTABLE, INC.	139966	PORTABLE RESTROOMS REC PARK	220.00
		139967	PORTABLE RSTROOM BURCH FIELD	135.00
		139968	PORTABLE RESTROOM - OAKWOOD	90.00
TOTAL FOR: KERKSTRA PORTABLE, INC.				445.00
10018	KORE/HI COM, INC.	29654	COMPUTER SYSTEM SERVICES	6,546.25
TOTAL FOR: KORE/HI COM, INC.				6,546.25
10179	LINCOLN NURSERIES, INC.	215837	DDA FLOWERS	97.50
TOTAL FOR: LINCOLN NURSERIES, INC.				97.50
00347	LOWELL CHARTER TOWNSHIP	6/10/2019	WATER OVERPAYMENT #4	5,103.33
TOTAL FOR: LOWELL CHARTER TOWNSHIP				5,103.33
00330	LOWELL LEDGER	MAY 2019	ACCOUNT STATEMENT	461.69
TOTAL FOR: LOWELL LEDGER				461.69
00341	LOWELL LIGHT & POWER	3299	STREET LIGHT POLE BRACKETS	1,114.46
		MAY 2019	ELECTRIC STATEMENTS	17,807.03
TOTAL FOR: LOWELL LIGHT & POWER				18,921.49



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Vendor Code	Vendor Name	Invoice	Description	Amount
10697	LYNCH ARCHITECT, MICHAEL R	6/6/2019	ARCHITECTURAL SERVICES - MUSEUM	900.00
TOTAL FOR: LYNCH ARCHITECT, MICHAEL R				900.00
10615	MANSZEWSKI LANDSCAPING LLC	INV0005	2019 MOWING PYMT #1	10,410.00
TOTAL FOR: MANSZEWSKI LANDSCAPING LLC				10,410.00
00414	MICHIGAN MUNICIPAL LEAGUE	19396	WEBSITE AD - DPW DIRECTOR	66.84
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE				66.84
02334	MICHIGAN PAVEMENT MARKINGS LLC	LOWE-1901	PAVEMENT MARKINGS	2,833.66
TOTAL FOR: MICHIGAN PAVEMENT MARKINGS LLC				2,833.66
00404	MIDSTATE SECURITY CO.	JC2540	SECURITY CARD ACCESS	5,792.18
		JC2541	CITY HALL CARD ACCESS	2,604.89
		JC2542	DPW CARD ACCESS SECURITY	8,118.67
TOTAL FOR: MIDSTATE SECURITY CO.				16,515.74
10259	MILL CREEK FARM LLC	2002	DDA FLOWERS	7.80
TOTAL FOR: MILL CREEK FARM LLC				7.80
00426	MODEL COVERALL SERVICE, INC.	MAY 2019	LIBRARY RUGS	255.92
TOTAL FOR: MODEL COVERALL SERVICE, INC.				255.92
01499	NAPA AUTO PARTS	5/31/2019	ACCOUNT STATEMENT	112.04
TOTAL FOR: NAPA AUTO PARTS				112.04
10195	O'LEARY PAINT	000402881	TRAFFIC PAINT	1,233.30
TOTAL FOR: O'LEARY PAINT				1,233.30
10103	PITNEY BOWES GLOBAL FIN. SRVS LLC	3308878824	POSTAGE MACHINE 12/30/16 - 3/29/17	150.00
		3308878827	POSTAGE MACHINE 6/30/17 - 9/29/17	150.00
		3308878828	POSTAGE MACHINE 3/30/17 - 6/29/17	150.00
		3308878831	POSTAGE MACHINE 9/30/17 - 12/29/17	150.00
		3308878832	POSTAGE MACHINE 12/30/17 - 3/29/18	150.00
		3308878836	POSTAGE MACHINE 3/30/18 - 6/29/18	150.00
		3308879162	POSTAGE MACHINE 6/30 - 9/29/18	150.00
		3308879163	POSTAGE MACHINE 9/30 - 12/29/18	150.00
		3308879165	POSTAGE MACHINE 12/30/18 - 3/29/19	150.00
		3308928120	POSTAGE MACHINE 3/30 - 6/29/19	150.00
TOTAL FOR: PITNEY BOWES GLOBAL FIN. SRVS LLC				1,500.00
00991	POLLARDWATER	0140018	CURB & VALVE BOX	270.06
TOTAL FOR: POLLARDWATER				270.06
01708	POSTMASTER	05/31/2019	MAILING WATER BILLS	442.04
TOTAL FOR: POSTMASTER				442.04

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	Invoice		
10762	PROFESSIONAL CODE INSPECTIONS OF MI		
	6035	INISPECTIONS FOR MAY 2019	7,511.40
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS OF MI			7,511.40
02331	PROGRESSIVE HEATING COOLING, CORP.		
	2015785	WTP R & M	3,170.00
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.			3,170.00
10130	RASHID, JEFFREY		
	5/30/2019	ASSESSING OFFICE EXPENSES MAY 2019	122.38
TOTAL FOR: RASHID, JEFFREY			122.38
MISC	RICH DYKSTRA		
	6/6/2019	BOND REFUND 823 AVERY	1,000.00
TOTAL FOR: RICH DYKSTRA			1,000.00
00827	RS TECHNICAL SERVICES, INC.		
	21223	WPT - SCADA	20,517.25
TOTAL FOR: RS TECHNICAL SERVICES, INC.			20,517.25
10378	RUESINK, KATHIE		
	010982/010983	CLEANING 5/29 - 6/12/19	570.00
TOTAL FOR: RUESINK, KATHIE			570.00
10723	SCHRAUBEN, AMANDA B.		
	3	NEWSLETTER JAN-JUNE 2019	1,200.00
TOTAL FOR: SCHRAUBEN, AMANDA B.			1,200.00
02575	SELF SERVE LUMBER		
	MAY 2019	ACCOUNT STATEMENT	361.14
TOTAL FOR: SELF SERVE LUMBER			361.14
10813	SOYKA, CODY		
	6/4/2019	BOOTS REIMBURSEMENT	105.99
TOTAL FOR: SOYKA, CODY			105.99
01061	STATE OF MICHIGAN		
	2125914	ELEVATOR RE-INSPECTION	250.00
TOTAL FOR: STATE OF MICHIGAN			250.00
10341	STATE OF MICHIGAN		
	555-540472	LIVE SCAN MAY 2019	129.75
TOTAL FOR: STATE OF MICHIGAN			129.75
02473	SUPERIOR ASPHALT, INC.		
	59359	STREET SUPPLIES	1,142.40
	59602	STREET SUPPLIES	926.80
TOTAL FOR: SUPERIOR ASPHALT, INC.			2,069.20
10514	SUPPLYGEEKS		
	OE-10421-1	OFFICE SUPPLIES	424.25
TOTAL FOR: SUPPLYGEEKS			424.25
10457	THE BANK OF NY MELLON		
	252-2201911	2005 TRANSPORT FUND IMP BOND	802.50
TOTAL FOR: THE BANK OF NY MELLON			802.50

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00630	THORNAPPLE RIVER NURSERY, INC.		
	11627	WOOD CHIPS	70.00
TOTAL FOR: THORNAPPLE RIVER NURSERY, INC.			70.00
00633	TIP TOP GRAVEL CO.		
	044839	CRUSLHED CONCRET/MULCH	286.52
TOTAL FOR: TIP TOP GRAVEL CO.			286.52
10543	TRACTOR SUPPLY CREDIT PLAN		
	MAY 2019	ACCOUNT STATEMENT	121.86
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN			121.86
10069	TRUGREEN		
	MAY 2019	REC PARK LAWN SERVICE	126.69
TOTAL FOR: TRUGREEN			126.69
01790	WILLIAM BOS GREENHOUSE		
	1232	DDA FLOWERS	57.30
	1253	FLOWERS	24.70
TOTAL FOR: WILLIAM BOS GREENHOUSE			82.00
00692	WILLIAMS & WORKS INC.		
	88013	REC PARK MASTER PLAN	1,262.50
	88014	PLANNING SERVICES	2,549.06
	88023	CONSULTING - LOWELL TWP UTILITY EXT	97.50
	88026	STREET ASSET MGMT	592.18
TOTAL FOR: WILLIAMS & WORKS INC.			4,501.24
02579	WMCJTC		
	3873	WMCJT CONSOTIUM	193.92
TOTAL FOR: WMCJTC			193.92
10567	WOLF KUBOTA		
	1001171	EQUIP FUND R & M #54	3.26
	1002598	CEMETERY SUPPLIES	49.95
	100590	SHARPEN BLADES	182.88
	100670	EXMARK MOWER R & M	657.35
TOTAL FOR: WOLF KUBOTA			893.44
TOTAL - ALL VENDORS			273,251.70



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

**DATE:** June 13, 2019  
**TO:** Mayor DeVore and the Lowell City Council  
**FROM:** Michael T. Burns, City Manager *MTB*  
**RE:** Showboat Update

---

With the departure of Rich LaBombard from the City, I will become the new project manager for the Showboat. With the new Director of Public Works coming aboard, I am going to have that individual focus on public works issues and not be involved in this project.

Last week, I met with the Committee because I needed to gauge where they were to make sure we are on path to move forward as I haven't been intimately involved. From that meeting, I want to outline what is occurring and what will be happening as we move forward.


I am pleased to say the Committee through Rich's leadership, is on path toward the completion of this project. Their focus currently is to finalize a budget for this project as there really are two tasks for the project. The first task is obviously the showboat, however, the second task is the old DPW garage where they envision rest rooms, meeting rooms and an improvement to the facade. In order to have a budget in place they need a completion of plans. On July 10, 2019 the committee expects to receive 90% plans for the mechanical, electric and interior of the boat along with the 90 % plans for the plumbing, mechanical, electric and interior of the DPW Garage. It is our intent to have plans, specs, details and quantities for both the garage and showboat.

By August 1, 2019, we anticipate being able to craft a final budget for both and make a determination if we can only build the restroom at this time or complete the entire DPW Garage. Shortly thereafter, we intend to bid out a general contractor for both the interior of the Showboat and the DPW Garage. It is possible that the General Contractor may want to take on both but they will be bid out as separate projects. Once the General Contractor comes online they will be able to subcontract the necessary work.

The next step would be construction, the committee envisions construction on the garage during the winter months and to finish construction of the boat once it arrives next spring.



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

**DATE:** June 13, 2019  
**TO:** Mayor DeVore and the Lowell City Council  
**FROM:** Michael T. Burns, City Manager   
**RE:** Fireworks Ordinance revision

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At the end of the 2018 legislative cycle, the Michigan Fireworks Safety Act (Public Act 256 of 2011) was revised reducing the number of days one can shoot off unrestricted fireworks, from 30 to 12. Our current ordinance doesn't necessarily align with the statute.

I want to discuss revising the City of Lowell Fireworks ordinance to comply with the new statute. Copies of the new statute and our ordinance are attached.

No action needed at this time.

**MICHIGAN FIREWORKS SAFETY ACT (EXCERPT)**  
**Act 256 of 2011**

**28.457 Local ordinances.**

**Sec. 7.**

(1) Except as provided in this act, a local unit of government shall not enact or enforce an ordinance, code, or regulation pertaining to or in any manner regulating the sale, display, storage, transportation, or distribution of fireworks regulated under this act.

(2) A local unit of government may enact an ordinance regulating the ignition, discharge, and use of consumer fireworks, including, but not limited to, an ordinance prescribing the hours of the day or night during which a person may ignite, discharge, or use consumer fireworks. If a local unit of government enacts an ordinance under this subsection, the ordinance shall not regulate the ignition, discharge, or use of consumer fireworks on the following days after 11 a.m.:

(a) December 31 until 1 a.m. on January 1.

(b) The Saturday and Sunday immediately preceding Memorial Day until 11:45 p.m. on each of those days.

(c) June 29 to July 4 until 11:45 p.m. on each of those days.

(d) July 5, if that date is a Friday or Saturday, until 11:45 p.m.

(e) The Saturday and Sunday immediately preceding Labor Day until 11:45 p.m. on each of those days.

(3) An ordinance under subsection (2) shall impose a civil fine of \$1,000.00 for each violation of the ordinance and no other fine or sanction. The ordinance must provide for the remittance of \$500.00 of the fine collected under the ordinance to the local law enforcement agency responsible for enforcing the ordinance.

(4) Beginning August 1, 2019, a local unit of government with a population of 100,000 or more or a local unit of government located in a county with a population of 750,000 or more may enact or enforce an ordinance that regulates the use of a temporary structure. An ordinance established under this subsection may include, but is not limited to, a restriction on the number of permits issued for a temporary structure, regulation of the distance required between 2 or more temporary structures, or a zoning ordinance that regulates the use of a temporary structure. An ordinance established under this subsection may not prohibit the temporary storage, transportation, or distribution of fireworks by a consumer fireworks certificate holder at a retail location that is a permanent building or structure. As used in this subsection, "temporary structure" means a movable structure that is used in the sale, display, storage, transportation, or distribution of fireworks, including, but not limited to, a tent or a stand.

**History:** 2011, Act 256, Eff. Jan. 1, 2012 ;-- Am. 2013, Act 65, Imd. Eff. June 19, 2013 ;-- Am. 2018, Act 635, Imd. Eff. Dec. 28, 2018

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Michigan Compiled Laws Complete Through PA 20 of 2019

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## ARTICLE V. - FIREWORKS

## Sec. 10-60. - Definitions.

The following words and phrases, when used in this chapter, shall have the meanings respectively ascribed to them:

*Act 256* means the Michigan Fireworks Safety Act, Act 256 of the Public Acts of Michigan of 2001 as amended from time to time.

*Articles pyrotechnic* means pyrotechnic devices for professional use that are similar to consumer fireworks in chemical composition and construction but not intended for consumer use, that meet the weight limits for consumer fireworks but are not labeled as such, and are classified as provided in Act 256.

*Consumer fireworks* mean fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition and labeling requirements promulgated by the United States Consumer Product Safety Commission and are identified as such in Act 256. Consumer fireworks do not include low-impact fireworks.

*Display fireworks* mean large fireworks devices that are explosive materials intended for use in fireworks displays and designed to produce visible and audible effects by combustion, deflagration or deterioration and are identified as such in Act 256.

*Fireworks* mean any composition or device, except for a starting pistol, a flare gun or a flare, designed for the purpose of producing a visible or audible effect by combustion, deflagration or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks and special effects.

*Low-impact fireworks* mean ground and handheld sparkling devices as provided in Act 256.

*Minor* means any individual who is less than eighteen (18) years of age.

*National holiday* means the following legal public holidays:

- (a) New Years' Day, January 1.
- (b) Birthday of Martin Luther King, Jr., the third Monday in January.
- (c) Washington's Birthday, the third Monday in February.
- (d) Memorial Day, the last Monday in May.
- (e) Independence Day, July 4.
- (f) Labor Day, the first Monday in September.
- (g) Columbus Day, the second Monday in October.

- (h) Veteran's Day, November 11.
- (i) Thanksgiving Day, the fourth Thursday in November.
- (j) Christmas Day, December 25.

*Retailer* means a person who sells consumer fireworks or low-impact fireworks for resale to an individual for ultimate use.

*Special effects* means a combination of chemical elements or chemical compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect as an integral part of a motion picture, radio, television, theatrical or opera production or live entertainment.

*Wholesale* means any person who sells consumer fireworks or low-impact fireworks to a retailer or any other person for resale. "Wholesaler" does not include a person who sells only display fireworks or special effects.

(Ord. No. 14-01, § 1, 6-2-14)

#### Sec. 10-61. - Sale of consumer fireworks.

A retailer or other person may not sell consumer fireworks within the city unless such person has obtained and has in effect a valid consumer fireworks certificate issued by the state department of licensing and regulatory affairs and otherwise complies with the requirements of Act 256 and any rules and regulations promulgated thereto included those related to storage.

(Ord. No. 14-01, § 1, 6-2-14)

#### Sec. 10-62. - Sale of low-impact fireworks.

A retailer or other person may not sell low-impact fireworks unless such person is actively registered, in accordance with Act 256, with the low-impact fireworks retail registry maintained by the state department of licensing and regulatory affairs.

(Ord. No. 14-01, § 1, 6-2-14)

#### Sec. 10-63. - Compliance with applicable ordinances and codes.

Unless otherwise provided in this chapter, a retailer or wholesaler of fireworks located within the city must comply with the applicable requirement of the city's zoning ordinance and building codes and regulations.

(Ord. No. 14-01, § 1, 6-2-14)



Sec. 10-64. - Use of consumer fireworks.

Except as otherwise provided in this chapter, a person may ignite, discharge or use consumer fireworks in the city on the day proceeding, the day of, or the day after a national holiday. On any other day, no person may ignite, discharge or use consumer fireworks.

(Ord. No. 14-01, § 1, 6-2-14)

Sec. 10-65. - Fireworks safety.

No person shall endanger the life, health or safety of any other person by the sale, use, possession, transport, display or discharge of any fireworks.

(Ord. No. 14-01, § 1, 6-2-14)

Sec. 10-66. - Prohibition on or near certain property.

No person shall, at any time, ignite, discharge, use or display any fireworks upon another person's property or within fifteen (15) feet of another person's property without such property owner's permission. No person shall, at any time, ignite, discharge, use or display any fireworks in a public street or right-of-way, a public park, school property or any other place of public assembly without the approval of the owner of such property or, in the case of a public park, street or right-of-way, the approval of the city.

(Ord. No. 14-01, § 1, 6-2-14)

Sec. 10-67. - Permits.

Provided the applicable provisions of Act 256 are complied with, upon application in accordance with this section, the city may issue a non-transferrable permit for the use of agricultural or wildlife fireworks (as defined in Act 256), articles pyrotechnic, display fireworks or special effects manufactured for outdoor pest control or agricultural purposes or for public or private display. After a permit has been issued, the sale, possession, transportation or use of such fireworks for the purpose described in the permit only may be made. A permit may not be issued to a minor. The issuance of a permit shall be approved by the city council and shall be based on the competency and qualifications of the operator of such fireworks as required by Act 256 and the time, place and safety aspects of the proposed use.

(Ord. No. 14-01, § 1, 6-2-14)

Sec. 10-68. - Permit application.

An application for a permit, on the form prescribed by the city, shall be made for use of fireworks requiring a permit at least forty-five (45) days in advance of such use.

(Ord. No. 14-01, § 1, 6-2-14)

Sec. 10-69. - Permit fee.

The fee for a fireworks permit as established from time to time by the city council shall accompany the application for a permit.

(Ord. No. 14-01, § 1, 6-2-14)

Sec. 10-70. - Proof of financial responsibility.

In order to receive a permit for articles pyrotechnic or display fireworks use, the applicant shall furnish proof of financial responsibility by a bond or insurance in an amount, character, and form deemed necessary by the city manager or his/her designee to satisfy claims for damages to property or personal injuries arising out of an act or omission on the part of the applicant or an agent or employee of the applicant, and to protect the public.

(Ord. No. 14-01, § 1, 6-2-14)

Sec. 10-71. - Storage of fireworks.

The storage of fireworks by retailers and wholesalers shall at all times be in compliance with the requirements of Act 256.

(Ord. No. 14-01, § 1, 6-2-14)

Sec. 10-72. - Possession of consumer fireworks by minor.

A minor shall not possess consumer fireworks.

(Ord. No. 14-01, § 1, 6-2-14)



# LOWELL CITY COUNCIL MEMORANDUM

**DATE:** June 12, 2019

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

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

**RE:** Stainless Steel salter

---

In the current fiscal year we budgeted to purchase a stainless steel salter for one of our plow trucks. Attached is a quote from MiDeal to purchase the salter. The price for it is \$21,799. The city has held on as long as they could to keep the previous salter, however, the winter we just completed has in essence completed its useful life.

Funds are budgeted in the Equipment Fund for this purchase. **I recommend the City of Lowell purchases the Monroe dual auger stainless steel through the MI-Deal purchasing consortium at a cost not to exceed \$21,799.**



## Monroe Snow & Ice Control

[Municipal Snowplows](#)
[Hitches](#)
[Spreaders](#)
[Salt Slurry Generator](#)
[Tailgate](#)
[V-Box](#)
[MSPV](#)
[Mid-Size](#)
[MCV](#)
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[Construction Attachments](#)
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### MCV Spreader

**Modular-design v-box spreader available in single auger, dual auger or conveyor chain discharge. Can be chassis mounted, dump body mounted or skid mounted depending on your needs.**

	<a href="#">Literature</a>
	<a href="#">Warranty</a>
	<a href="#">Available Units</a>
	<a href="#">Photo Gallery</a>

### Available in mild or stainless steel.

#### Available Options

- CORROSION-RESISTANT STAINLESS STEEL CONSTRUCTION
- 1-1/2" DRIVE & IDLER SHAFTS
- ROLLER CHAIN
- CHAIN BAR EVERY LINK
- SINGLE OR DUAL AUGER
- BELT WITH WIPERS
- 25:1 OR 6"1 GEARBOX
- LIGHT GROUP
- DUAL FLOW CONTROL VALVE
- CHAIN OILERS
- LADDER
- CHAIN ADJUSTERS
- REAR GREASE EXTENSION
- CABSHIELD
- MOUNTING KITS
- CATWALKS
- BOLT-ON LEG KIT, MILD OR STAINLESS
- HYDRAULIC INTERLOCK SYSTEM (AUGER UNITS)
- TOP GRATE & BEAM
- SPINNERS:
  - SALT SLURRY GENERATOR
  - TIP-UP
  - BOLT-ON
  - SPINNER WITH BOTTOM MOUNTED MOTOR
  - 12" SPINNER EXTENSION KIT
  - HAND WINCH WITH BRAKE

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Dutton Mi 49316  
PH-616-698-8215



#071B5500010

**The City of Lowell**  
**Attn: Ralph Brecken**  
**(616) 897-8457**  
**6/01/19**

Equipment quotation to supply and install the following:

**Install Monroe dual auger MCV 120-84-56 including:**

- 201 stainless steel construction unpainted
- 10' long x 84" wide x 56" tall
- Body shell, head sheet, and rear is constructed of 3/16" 201 stainless steel
- Body longitudinal is constructed of 1/4" 201 stainless steel
- Auger trough is constructed of 201 stainless steel
- Dual auger discharge with planetary gear boxes
- Augers are 7" diameter
- Application rate sensor built into one drive motor
- Front grease line extension kits for bearings
- Inverted V
- Stainless steel top grates with hydraulic interlock
- Stainless steel tip up spinner center mounted
- 10ga construction
- Winch kit with brake
- Stainless steel tailgate latch
- 24" wide rubber spill shield kit the full length of spreader
- Install four ratchets with straps mounted on the corners of the spreader
- Stainless steel channel pockets welded on dump body for straps
- Two rear facing LED amber green flashers sound off # ENFSLSSM12 top corners
- Two side facing LED amber green flashers sound off # ENFSLSSM12 at the rear of body
- Hydraulic jumper hoses with stainless steel quick connects
- New stainless-steel quick connects on the truck side

**Installed price: \$21,799.00**

Lead time is 180-200 days ARO  
Price is good for 60 days

Submitted by Scott Kloosterman / Mike Bouwman



# LOWELL CITY COUNCIL MEMORANDUM

**DATE:** June 12, 2019

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

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

**RE:** Classification and Compensation Study

---

In the approved Fiscal Year 2019-2020 funds have been budgeted to complete a classification and compensation study. It should be noted the City last completed a classification and compensation study in 2001. We need to align job descriptions to the tasks they are expected to complete and an eighteen year lapse since the last time this was analyzed is needed. We will perform analysis for the City Hall staff and DPW staff.

The Michigan Municipal League provides this service to its member communities. I requested a proposal for the services and is attached. The cost for the full study is \$1,080 per position evaluated. The City would evaluate 12 positions. The total cost is \$12,960. Of this, the general fund would pay \$7560 and the water fund would pay \$5400 for the study.

We anticipate the study being conducted in the early fall with completion some time in December or January.

**I recommend the Lowell City Council approve for the City of Lowell to complete a classification and compensation study for staff at a cost not to exceed \$12,960.**

## CITY OF LOWELL

### Proposal to Complete a Classification and Compensation Study

The Michigan Municipal League is committed to strengthening the quality of municipal government and administration in Michigan. We recognize the importance of well-designed human resources systems, including classification and compensation systems, in supporting organizational success. Accordingly, we work closely with our clients to customize each project to best meets their needs.

A well-designed classification and compensation system enhances an employer's ability to recruit, retain and motivate quality employees. The League is happy to assist the City of Lowell in conducting a thorough update and review of its existing classification and compensation system by performing the tasks outlined below.

#### PROJECT TASKS

##### Task 1: Initiate the Project & Orient Employees

As a first step in the project, we will consult with the City to review the objectives and methodology of the project, including the market comparables to be used in the market study. We will also collect background information at this time, including existing job descriptions, pay plans, information related to employee benefits and other relevant documentation.

During the same visit, we will orient employees to the purpose of the study, discuss our methodology, and answer any questions about the project. We will also review job analysis questionnaires at this time. The questionnaires, when completed, will provide us with information concerning duties, supervisory responsibilities, experience and educational requirements and other job-related criteria.

##### Task 2: Conduct Employee Interviews & Perform Job Analysis

After reviewing existing job descriptions and the completed questionnaires, we will conduct on-site interviews with employees in each position included in the study. These interviews focus on gaining a full understanding of the duties and responsibilities associated with each position and the knowledge, skills and abilities required to succeed in the position. We also discuss the physical requirements and work setting of each job to guide development of Americans with Disabilities Act (ADA) compliant language for inclusion in the job description.

##### Task 3: Create or Modify Job Descriptions

Having gained a full understanding of each position, we will create and/or update job descriptions to clearly delineate positional duties, responsibilities, reporting arrangements and the knowledge, skills and abilities required for each position. Also, we will consider and incorporate criteria relevant to the requirements of the ADA into each description. We will also make recommendations for changes to job titles as appropriate. Draft job descriptions will be provided for review and comment prior to finalization.

#### Task 4: Perform Point Factor Job Evaluation

Each position included in the study will be evaluated against ten “point factors” to determine internal equity within the organization. Point factoring provides a ranking for each position relative to others within the organization and supports development of internally equitable pay structures. Our job evaluation plan considers the following ten factors.

1. Education and relevant experience
2. Judgment and independence of action
3. Supervisory responsibility
4. Job complexity/analytic demands
5. Technology and equipment use
6. Intensity/demand for concentration
7. Impact on programs and operations
8. Internal and external relations
9. Responsibility for the safety of others
10. Physical effort and work environment

#### Task 5: Conduct Survey of Wages and Benefits and Analyze Collected Data

Through discussions with the City, a list of comparable municipal employers will be established for use in the compensation and benefits survey. We will provide relevant data to support this process. The survey will be customized to include those pay and benefit issues most pressing to the City and will include positional level analysis to provide an “apples to apples” comparison. This approach is the most methodologically sound survey process.

The benefit survey uses a qualitative approach that compares benefit packages offered in the surveyed market, including paid time off, health, dental and other insurances such as life and disability, retirement programs, and other identified benefits of interest. We include questions about required employee contributions to health insurance premiums and retirement, and contributions or matches made by the employer. This qualitative analysis provides a more complete picture of how the City's pay and benefits compare to the competitive market. It is not, however, a “cost analysis” of benefits.

#### Task 6: Develop Classification and Compensation Plan

Utilizing the results of the point factor job evaluation process and the customized market survey, we will develop an updated classification and compensation plan including a recommended grade structure with corresponding pay ranges. Depending upon the City's preference, the pay plan can be structured to allow for multiple implementation options including step increases or pay for performance, or some combination of the two.



#### Task 7: Prepare a Comprehensive Final Report

We will produce a final report document that includes:

- A recommended grade and salary structure
- Options for implementing the pay system
- The point-factor plan utilized to develop the classification system
- Comparable data related to employee benefits and wages
- New or updated job descriptions
- Procedures for administering the pay system.

We will also provide procedures for implementing the system and administering it over time. Examples include:

- How to place new and current employees within the new system
- Options for moving employees through the pay range
- Reclassification procedures
- How to add a new position
- Annual maintenance practices.

#### Task 8: Review Initial Findings & Present Final Report

Once all data has been collected and analyzed, we will submit a draft report of our initial findings and recommendations to the City Manager for review and discussion. We will then finalize our report and present our official recommendations to the City Council as requested.

#### PROJECT STAFF

Mandy Reed, Human Resources Manager, will function as project manager. In this capacity, she will provide oversight and direction on all tasks and activities associated with the project. Ms. Reed has been with the League since 2006 and has led, participated in, and managed the League's HR consulting projects since 2013. She has expertise in the development of classification and compensation systems, personnel policy manuals, as well as benefits analysis, and related topics. Ms. Reed is a Certified Professional in Human Resources (PHR) with a bachelor's degree in Human Resources Management from the University of Michigan.

Marica Cornell, a subcontracted consultant from HRM Services, will function as the project coordinator, serve as the primary point person, and will complete most of the project tasks and related research on this project. Ms. Cornell is a Certified Human Resources Specialist (CHRS) with a bachelor's degree in Human Resources Management from Spring Arbor University. With over 25 years as a top human resources executive in a government setting, Marcia holds extensive experience in all things Human Resources. She has in-depth experience in project management, budgeting and compensation program management, strategic planning, supervision and leadership, recruitment and retention, personnel training, problem solving, and developing and administering policies and procedures.

Heather Elliott, Human Resources Assistant, will assist on project tasks and provide general research support on the project. Ms. Elliott has a bachelor's degree in political science from Ferris State University and assists with various human resources related projects for the League.

#### PROJECT TIMING

We are currently available to begin working on this project in late September/early October 2019 and expect to complete the work within three to four months, barring delays outside of our control such as scheduling site visits or receiving survey responses from comparable employers.

#### PROJECT FEES & EXPENSES

Professional fees for the scope of work outlined in this proposal are as follows:

- ✓ Job Description Development/Update: \$360 per position
- ✓ Point Factor Job Evaluation: \$360 per position
- ✓ Market Survey (Pay & Benefits): \$360 per position

This fee includes up to three on-site visits: one for the kick-off/orientation meetings, one to conduct employee interviews, and one to present the study. We are pleased to make additional visits to meet in person or make presentations. These visits will be billed at \$175 per hour (including travel time).

Travel related expenses such as mileage, meals, and hotel will be held to an absolute minimum and will be billed at actual cost.

#### TERMS OF SERVICE

This agreement is effective upon execution and may be terminated by the client or the League should the other fail to perform its obligations hereunder. In the event of termination, the client shall pay the League for all services and expenses rendered to the date of termination.

The quoted price within this proposal is guaranteed for 90 days. Invoices for the League's services shall be submitted upon completion of the project and shall be payable within 30 days.

Contact Mandy Reed at mreed@mml.org or (734) 669-6361 for more information or to schedule a time to talk further in person.

Please provide authorized signature below to officially engage the League to provide the consulting services outlined within this proposal dated April 2, 2019.

Authorized Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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

**DATE:** June 13, 2019

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

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

**RE:** PROTEC Membership

---

Attached is a letter from PROTEC-The Michigan Coalition to Protect Public Rights-of-Way. PROTEC has been an organization for 23 years. Their purpose is to take the lead to coordinate actions to protect local government interests and to inform municipal officials of significant developments in the area of public right of way management. In the past they have been actively involved in issues regarding the placement of cable boxes, and other utility objects in the right-of-way. They have also been involved in protecting PEG Channels and the fees associated with them. This group is currently involved in the fight regarding Small Cell/DAS legislation that I mentioned previously.

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

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

# ***PROTEC***

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

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

June 2019

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

Dear Municipal Official:

### **PROTEC CELEBRATES OUR 23rd ANNIVERSARY!**

For 23 years, PROTEC has worked on behalf of local governments across Michigan to address a variety of rights-of-way issues facing our state, as detailed in PROTEC's most recent **Annual Report**, available online at **[www.protec-mi.org](http://www.protec-mi.org)**. Our efforts have included:

- **PROTEC STALLS SMALL CELL BILLS SB 637 & 894 FOR A YEAR**
- **PULLS 35 HOUSE VOTES AT THE END**
- **35 MORE THAN SOME EXPECTED**

With the explosion of smart phone and device usage, the Wireless DAS/Small Cell industry is trying to install **millions of new antennas** in American community rights-of-way ASAP in large part, to save the industry money. In October 2017, state legislators introduced SB 637, which sought unfettered access to public rights-of-way for essentially free, and trampled our Constitutional Home Rule rights and our obligations to our residents. PROTEC opposed that bill from the beginning and was the only vocal municipal organization in opposition to it. **PROTEC stalled the Bill for a year but in the lame duck session in December, 2018, industry pulled enough House votes to send SB 637 and SB 894 to Governor Snyder, who signed both.**

- **Since passage a few months ago, PROTEC has been the principal source of informed assistance to members and supporters across Michigan by creating and sharing draft DAS franchise agreements, policies, Ordinances and soon, an application and permit.**
- **PROTEC has also joined with Smart communities in appealing three FCC Orders affecting public rights-of-way regarding Small Cells and Cable Franchise Fee reductions.**

- PROTEC has kept tabs on ITC, one of the nation's largest **electric transmission companies**, and its plans for massive build outs of 100-150 foot transmission towers in Michigan communities and across the Midwest.
- PROTEC **meets monthly** and provides timely and informal assistance to communities facing immediate rights-of-way issues.
- PROTEC advances the cause of growing **municipal broadband** provisioning for the economic benefit of our region including serving as an advisor to the Governor's broadband commission.
- PROTEC is **addressing aging and hazardous gas and liquid pipelines** by filing and monitoring comments at the US Department of Transportation Pipeline and Hazardous Materials Safety Administration (PHMSA). PROTEC is also monitoring the State of Michigan's review of the two 20-inch Enbridge petroleum pipelines crossing the Straits of Mackinac just west of the Mackinac Bridge. PROTEC's General Counsel just returned from Pipeline Safety Training in Houston, Texas and underwritten by the Federal Pipeline and Hazardous Materials Safety Administration.
- PROTEC is also actively involved in monitoring, coalition building and promoting positive Rights of Way outcomes in the Courts, the FCC and Congress as well as the Michigan Legislature.

These are just a sampling of issues and efforts that PROTEC has taken on. Our mission throughout Michigan is to coordinate actions that protect local community interests and inform municipal officials of significant developments in public rights-of-way management including on utility poles, in the ground and via the airwaves. PROTEC has taken a proactive approach to the many challenges faced by communities across the state. Now, more than ever, local governments must be diligent in protecting their interests in all rights-of-way issues.

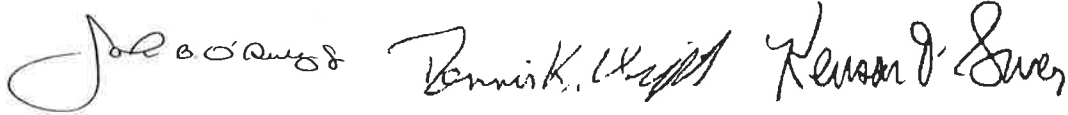
Though we have made great strides in protecting our shared interests, it is crucial to remain committed to these efforts, to protect the gains that have been made, and to continue being a formidable voice in guarding our economic wellbeing.

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

PROTEC has no paid staff. Administrative support for its operations is generously donated by member communities and the Michigan Municipal League. Please consider supporting the work of PROTEC by becoming a member or renewing your community's annual membership. Your dues and contributions will help ensure

PROTEC has the resources necessary to continue its strong advocacy on behalf of *all* Michigan municipalities.

Respectfully,

Three handwritten signatures are displayed side-by-side. The first signature is 'John B. O'Reilly, Jr.', the second is 'Dennis K. Wright', and the third is 'Kenson J. Siver'.

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

Mayor Dennis K. Wright  
City of Livonia

Mayor Kenson J. Siver  
City of Southfield

# ***PROTEC***

The Michigan Coalition to Protect Public Rights-of-Way

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

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Attention Mr. Michael T. Burns

Application for PROTEC Annual Membership: Fiscal year beginning July 1, 2019.

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

Dues for the community of  
Lowell

would be  
\$ 472.88

## MEMBERSHIP INFORMATION:

Please complete membership information and return with your payment.

Contact Person \_\_\_\_\_

Title \_\_\_\_\_

City/Village \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Zip Code \_\_\_\_\_

10 Digit Phone \_\_\_\_\_

10 Digit Fax \_\_\_\_\_

Email Address \_\_\_\_\_

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

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Board of Directors: City of Dearborn, City of Livonia, City of Southfield  
Fiscal Agent: Michigan Municipal League

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



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

**DATE:** June 12, 2019  
**TO:** Michael T. Burns  
**FROM:** Suzanne M. Olin  
**RE:** 2018-2019 Budget Amendments

---

Throughout the year, revenue and expenses are monitored from the various city funds. Attached please find the annual budgeted amendments and resolution for your consideration.

Recommended Motion: That the Lowell City Council approve resolution 23-19 which outlines the amendments to the City of Lowell annual budget for fiscal year 2018-2019.

**Recommended Motion: That the Lowell City Council approve resolution 23-19 which outlines the amendments to the City of Lowell annual budget for fiscal year 2018-2019.**



**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 23-19**

**RESOLUTION ADOPTING AN AMENDMENT TO THE  
CITY OF LOWELL ANNUAL BUDGET FOR FISCAL  
YEAR 2018-2019**

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

**WHEREAS**, the City Manager has prepared and presented to the City Council at its meeting on June 17, 2019, a proposed amended budget for the 2018-2019 fiscal year of the City (the "Amended Budget") in accordance with the City Charter, applicable State of Michigan law and applicable federal law and regulations, if any; and

**WHEREAS**, the City Charter allows that after a budget has been adopted for a fiscal year the City Council may make adjustments as it deems necessary.

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

1. That the Amended Budget as presented at this meeting is hereby adopted.
2. That in accordance with the Amended Budget the 2018-2019 fiscal year budget at the following are the estimated revenues and expenses for the 2018-2019 fiscal year of the City:

	<u><b>Revenues</b></u>	<u><b>Appropriations</b></u>
General Fund	\$3,016,562.45	\$3,031,572.11
Major Street Fund	\$299,000.00	\$237,115.93
Local Street Fund	\$226,000.00	\$243,017.80
Historic District	\$50,100.00	\$50,000.00
DDA	\$568,947.40	\$515,091.69
Building Insurance Fund	\$100,000.00	\$90,000.00
Designated Contribution	\$1,746,683.00	\$62,460.00
Airport Fund	\$71,066.00	\$90,500.00
Wastewater Fund	\$1,391,835.00	\$1,839,922.62
Water Fund	\$1,128,740.00	\$1,465,586.42

Cable Fund	\$105,000.00	\$105,000.00
Data Processing	\$80,274.00	\$84,940.00
Equipment Fund	\$266,630.00	\$376,124.05
Lee Fund	\$4,000.00	\$4,000.00
Look Fund	\$40,000.00	\$40,000.00

3. That it has been determined that there is sufficient fund balance when budgeted revenues are less than budgeted appropriations.

4. That pursuant to the provisions of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of Michigan 1968, as amended ("Act 2"), the City Manager or his designee(s) is hereby authorized to make budgetary transfers within the identified fund in the Amended Budget or between identified activities within a fund. All other budgetary transfers in the Amended Budget shall be in accordance with Act 2 when City Council approval is required.

5. That the City manager or his designee(s) is authorized to make expenditures budgeted in the Amended Budget in accordance with applicable law, ordinances, rules, regulations and policies.

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

\_\_\_\_\_

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

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

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

**RESOLUTION DECLARED ADOPTED.**

Dated: June 17, 2019

---

Susan Ullery, City Clerk

**CERTIFICATION**

I, the undersigned Clerk of the City of Lowell, Michigan (the "City") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, at a meeting held on June 17, 2019, and that public notice of said meeting was given pursuant to and in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: June 17, 2019

---

Susan Ullery, City Clerk

2018-2019	Budgeted	Amended	Difference
<b>GENERAL FUND REVENUES</b>			
Property administration	\$ 55,000.00	\$ 62,300.00	\$ 7,300.00
PPT Reimbursement	\$ 50,000.00	\$ -	\$ (50,000.00)
<i>reimbursement for personal property from the state</i>			
Sales Tax	\$ 382,903.00	\$ 392,000.00	\$ 9,097.00
Sale of Fixed Assets	\$ -	\$ 20,550.00	\$ 20,550.00
<i>(Lowell Township sale of 2560 Bowes Rd)</i>	\$ -	\$ -	\$ -
Interest	\$ 4,500.00	\$ 15,000.00	\$ 10,500.00
Police Fines	\$ 3,500.00	\$ 9,000.00	\$ 5,500.00
Grave Openings	\$ 5,500.00	\$ 14,000.00	\$ 8,500.00
<b>TOTAL GENERAL FUND REVENUES AS AMENDED</b>			\$ 11,447.00
<b>GENERAL FUND EXPENDITURES</b>			
Council conferences	\$ 2,000.00	\$ 3,500.00	\$ 1,500.00
City manager opeb	\$ -	\$ 1,666.60	\$ 1,666.60
City manager communications	\$ -	\$ 650.00	\$ 650.00
Assessor temporary salaries	\$ 500.00	\$ 630.00	\$ 130.00
Assessor supplies	\$ 2,000.00	\$ 3,000.00	\$ 1,000.00
Assessor printing	\$ 2,000.00	\$ 2,341.00	\$ 341.00
Attorney Fees	\$ 40,000.00	\$ 70,000.00	\$ 30,000.00
Labor relation attorney	\$ 5,000.00	\$ -	\$ (5,000.00)
Clerk - opeb contribution	\$ -	\$ 1,584.40	\$ 1,584.40
Clerk printing	\$ 4,500.00	\$ 5,500.00	\$ 1,000.00
Treasurer opeb	\$ -	\$ 2,601.00	\$ 2,601.00
Treasurer professional	\$ 16,500.00	\$ 18,000.00	\$ 1,500.00
City Hall salaries	\$ 4,391.09	\$ 8,000.00	\$ 3,608.91
City Hall temporary salaries	\$ 1,550.00	\$ 4,500.00	\$ 2,950.00
City Hall health insurance	\$ 985.58	\$ 1,500.00	\$ 514.42
City Hall opeb	\$ -	\$ 110.00	\$ 110.00
City Hall supplies	\$ 3,500.00	\$ 4,500.00	\$ 1,000.00
City Hall communications	\$ 13,000.00	\$ 7,500.00	\$ (5,500.00)
City Hall contractual	\$ 13,000.00	\$ 21,000.00	\$ 8,000.00
City Hall repair and maintenance	\$ 14,000.00	\$ 19,306.00	\$ 5,306.00
Cemetery health	\$ 9,818.42	\$ 13,000.00	\$ 3,181.58
Cemetery rentals	\$ 35,000.00	\$ 45,000.00	\$ 10,000.00
Unallocated Misc	\$ 5,000.00	\$ 10,000.00	\$ 5,000.00
<i>Tax tribunal , refunded taxes</i>	\$ -	\$ -	\$ -
Police opeb	\$ -	\$ 7,531.00	\$ 7,531.00
Police salvage	\$ 14,000.00	\$ 2,000.00	\$ (12,000.00)
Code social security	\$ -	\$ 3,800.00	\$ 3,800.00
Code health	\$ 5,877.50	\$ 12,000.00	\$ 6,122.50
Code eyecare	\$ 271.65	\$ 2,117.80	\$ 1,846.15
Fire commission payment	\$ 125,000.00	\$ 118,549.00	\$ (6,451.00)
planning opeb	\$ -	\$ 439.00	\$ 439.00
planning professional	\$ 20,000.00	\$ 38,000.00	\$ 18,000.00
<i>(Assistance from williams and works for construction projects)</i>	\$ -	\$ -	\$ -
dpw salaries	\$ 120,387.67	\$ 105,000.00	\$ (15,387.67)
dpw opeb	\$ -	\$ 2,846.18	\$ 2,846.18
Library building	\$ 9,720.00	\$ -	\$ (9,720.00)
economic development salaries	\$ 14,025.51	\$ 9,500.00	\$ (4,525.51)
Parks Opeb	\$ -	\$ 842.55	\$ 842.55
Parks building	\$ 8,000.00	\$ 5,000.00	\$ (3,000.00)

Showboat insurance	\$ 6,000.00	\$ 3,110.00	\$ (2,890.00)
Recreation contribution	\$ -	\$ 5,000.00	\$ 5,000.00
Museum salaries	\$ 914.78	\$ 1,900.00	\$ 985.22
Museum temporary salaries	\$ 1,280.00	\$ 2,100.00	\$ 820.00
Museum building	\$ 14,200.00	\$ 6,000.00	\$ (8,200.00)
<b>TOTAL GENERAL FUND EXPENDITURES AS AMENDED:</b>	\$ 512,422.20	\$ 569,624.53	\$ 57,202.33
<b>MAJOR STREET REVENUES</b>			
Trunkline maintenance	\$ 3,500.00	\$ 5,500.00	\$ 2,000.00
Local street transportation revenues		\$ 24,000.00	\$ 24,000.00
<i>Public act 82 of 2018 provided additional transportation monies.</i>			
<b>TOTAL MAJOR STREET REVENUES AS AMENDED:</b>			\$ 26,000.00
<b>MAJOR STREET EXPENDITURES</b>			
Major maintenance rentals	\$ 2,500.00	\$ 4,000.00	\$ 1,500.00
Major traffic salaries	\$ 1,006.30	\$ 2,000.00	\$ 993.70
Winter Maintenance workers comp	\$ 700.00	\$ 820.00	\$ 120.00
Winter Maintenance operating supplies	\$ 10,000.00	\$ 12,500.00	\$ 2,500.00
Administration professional services	\$ -	\$ 5,200.00	\$ 5,200.00
(Street asset management plan Williams and Works)	\$ -	\$ -	\$ -
<b>TOTAL MAJOR STREET EXPENDITURES AS AMENDED:</b>	\$ 19,668.00	\$ 30,620.00	\$ 10,313.70
<b>LOCAL STREET REVENUES</b>			
Local street transportation revenue	\$ -	\$ 24,000.00	\$ 24,000.00
<i>Public act 82 of 2018 provided additional transportation monies.</i>	\$ -	\$ -	\$ -
<b>TOTAL LOCAL STREET REVENUES AS AMENDED:</b>			\$ 24,000.00
<b>LOCAL STREET EXPENDITURES</b>			
Local maintenance standby	\$ 200.00	\$ 1,300.00	\$ 1,100.00
Local maintenance rentals	\$ 9,000.00	\$ 23,000.00	\$ 14,000.00
Local winter maintenance salaries temporary	\$ 580.00	\$ 2,646.00	\$ 2,066.00
Local winter maintenance standby	\$ 1,000.00	\$ 1,700.00	\$ 700.00
Local winter maintenance supplies	\$ 11,700.00	\$ 16,631.00	\$ 4,931.00
Local professional services	\$ -	\$ 5,500.00	\$ 5,500.00
(street asset study williams and works)			
<b>TOTAL LOCAL STREET EXPENDITURES AS AMENDED:</b>	\$ 34,724.00	\$ 54,677.00	\$ 28,297.00
			\$ -
<b>DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>			
<b>DDA REVENUE</b>			
Tifa Revenue	\$ 520,000.00	\$ 567,947.40	\$ 47,947.40
<i>higher than expected tifa revenue capture</i>	\$ -	\$ -	\$ -
PPT Reimbursement	\$ 8,000.00	\$ -	\$ (8,000.00)
reimbursement from the state for personal property loss	\$ -	\$ -	\$ -
<b>TOTAL DDA REVENUES AS AMENDED:</b>	\$ 528,000.00	\$ 567,947.40	\$ 39,947.40
<b>DDA EXPENDITURES</b>			
Salaries overtime	\$ 1,000.00	\$ 4,000.00	\$ 3,000.00

Rentals	\$ 20,000.00	\$ 30,000.00	\$ 10,000.00
Miscellaneous expense	\$ 2,500.00	\$ 4,000.00	\$ 1,500.00
<i>property taxes on parking lots</i>			
Administration salaries	\$ 12,257.34	\$ 23,000.00	\$ 10,742.66
			\$ -
<b>TOTAL DDA EXPENSES AS AMENDED:</b>	\$ 35,757.00	\$ 61,000.00	\$ 25,242.66
<b><u>BUILDING INSPECTION FUND</u></b>			
Building revenues	\$ -	\$ 100,000.00	\$ 100,000.00
<b>TOTAL BUILDING INSPECTION FUND REVENUES AS AMENDED:</b>		\$ 100,000.00	\$ 100,000.00
<b><u>TOTAL BUILDING INSPECTION EXPENDITURES</u></b>			
Inspection fees	\$ -	\$ 90,000.00	\$ 90,000.00
<b>TOTAL BUILDING INSPECTION FUND EXPENDITURES AS AMENDED</b>			\$ 90,000.00
<b><u>DESIGNATED CONTRIBUTION FUND REVENUES</u></b>			
Cemetery contributions for fence	\$ -	\$ 5,050.00	\$ 5,050.00
Showboat Grant	\$ 500,000.00	\$ 1,718,088.00	\$ 1,218,088.00
community garden raised beds	\$ -	\$ 545.00	\$ 545.00
community garden soaker hoses	\$ -	\$ 500.00	\$ 500.00
library grant	\$ -	\$ 17,500.00	\$ 17,500.00
<b>TOTAL DESIGNATED CONTRIBUTION REVENUES AMENDED</b>			\$ 1,241,683.00
<b><u>DESIGNATED CONTRIBUTION EXPENDITURES</u></b>			
Supplies showboat	\$ -	\$ 10,000.00	\$ 10,000.00
Showboat professional services	\$ -	\$ 20,000.00	\$ 20,000.00
Showboat capital outlay	\$ 500,000.00	\$ 20,000.00	\$ (480,000.00)
Traffic operating	\$ -	\$ 7,000.00	\$ 7,000.00
<i>(Williams and Works pertaining to wayfinding)</i>	\$ -	\$ -	\$ -
Community Garden	\$ -	\$ 460.00	\$ 460.00
<b>TOTAL DESIGNATED CONTRIBUTIONS EXPENDITURES AS AMENDED:</b>			\$ (442,540.00)
<b><u>AIRPORT REVENUES</u></b>			
Gas Sales	\$ 12,000.00	\$ 13,000.00	\$ 1,000.00
			\$ -
<b>TOTAL AIRPORT REVENUES AS AMENDED:</b>			\$ 1,000.00
<b><u>AIRPORT EXPENDITURES</u></b>			
Airport Supplies	\$ 15,000.00	\$ 18,500.00	\$ 3,500.00
Airport utilities	\$ 5,000.00	\$ 8,000.00	\$ 3,000.00
<i>(More buildings paying utilities for)</i>	\$ -	\$ -	\$ -
Airport repair and maintenance	\$ 5,000.00	\$ 6,000.00	\$ 1,000.00
<b>TOTAL AIRPORT EXPENDITURES AS AMENDED:</b>			\$ 7,500.00
<b><u>WASTEWATER REVENUES</u></b>			
Wastewater other township charges	\$ -	\$ 30,000.00	\$ 30,000.00
<i>(Monies from township for capital projects)</i>	\$ -	\$ -	\$ -
Sewer tap fee	\$ -	\$ 1,800.00	\$ 1,800.00

Capital connection	\$ 4,000.00	\$ 5,435.00	\$ 1,435.00
Interest	\$ 7,000.00	\$ 12,000.00	\$ 5,000.00
<b>TOTAL WASTEWATER REVENUES AS AMENDED:</b>			\$ 38,235.00
<b>WASTEWATER EXPENDITURES</b>			
Wastewater collection salaries temporary	\$ -	\$ 8,000.00	\$ 8,000.00
<i>(Salary for temporary position in water distribution)</i>			\$ -
Wastewater distribution salaries overtime	\$ 1,000.00	\$ 3,600.00	\$ 2,600.00
Distribution professional services	\$ 1,000.00	\$ 2,546.00	\$ 1,546.00
Distribution capital outlay	\$ 45,000.00	\$ 182,529.00	\$ 137,529.00
<i>(costs related to south broadway engineering and capital)</i>			
Wastewater administration professional	\$ -	\$ 13,000.00	\$ 13,000.00
<i>(Costs related to lighthouse and township rates)</i>	\$ -	\$ -	\$ -
<b>TOTAL WASTEWATER EXPENDITURES AS AMENDED:</b>			\$ 162,675.00
<b>WATER REVENUES</b>			
Water meters	\$ 3,000.00	\$ 7,000.00	\$ 4,000.00
Interest	\$ 3,500.00	\$ 11,000.00	\$ 7,500.00
Micellaneous revenue	\$ 5,000.00	\$ 10,000.00	\$ 5,000.00
<i>(sales of new meters )</i>			
<b>TOTAL WATER FUND REVENUES AS AMENDED:</b>			\$ 16,500.00
<b>WATER FUND EXPENDITURES</b>			
Water treatment overtime	\$ -	\$ 31,000.00	\$ 31,000.00
Water treatment pension	\$ 26,108.67	\$ 32,000.00	\$ 5,891.33
Water distribution salaries temporary	\$ 1,125.00	\$ 15,000.00	\$ 13,875.00
<i>Bob Robinson returning to water department</i>	\$ -	\$ -	\$ -
Water distribution salaries overtime	\$ 2,500.00	\$ 7,000.00	\$ 4,500.00
Water distribution repair and maintenance	\$ 35,000.00	\$ 55,129.00	\$ 20,129.00
Water distribution capital	\$ 101,700.00	\$ 191,229.00	\$ 89,529.00
<i>costs associated with s. broadway</i>			
Water administration professional services	\$ -	\$ 9,969.32	\$ 9,969.32
<i>Accounting for water rates and township rates.</i>	\$ -	\$ -	\$ -
<b>TOTAL WATER FUND EXPENDITURES AS AMENDED:</b>			\$ 174,893.65
<b>CABLE TV FUNDS</b>			
Cable tv funds Grand rapids foundation	\$ 114,000.00	\$ 105,000.00	\$ (9,000.00)
Less than anticipated revenues	\$ -	\$ -	\$ -
<b>TOTAL CABLE REVENUES AS AMENDED:</b>			\$ (9,000.00)
<b>CABLE TV EXPENDITURES</b>			
Capital Outlay	\$ 114,000.00	\$ 105,000.00	\$ (9,000.00)
Decrease in grants due to less revenues received	\$ -	\$ -	\$ -
<b>TOTAL CABLE TV EXPENDITURES AS AMENDED:</b>			\$ (9,000.00)
<b>EQUIPMENT REVENUES</b>			

[illegible]





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

**DATE:** June 13, 2019

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

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

**RE:** City Income Tax Resolution

---

At our last City Council meeting, the City Attorney and I were directed to prepare a resolution regarding the City Income Tax. A resolution was requested to ensure that funds from the City Income Tax available after accounting for the millage rate reduction and administrative costs will be used only for public street maintenance, repair and replacement.

Attached is Resolution 24-19, which details your request. **I recommend the City Council approve Resolution 24-19 as presented.**

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 24-19**

**RESOLUTION EXPRESSING INTENTION TO USE  
CERTAIN INCOME TAX REVENUES FOR STREET  
PURPOSES**

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

**WHEREAS**, the City Council adopted Resolution No. 20-19 and Resolution No. 21-19 at its regular meeting held on June 3, 2019 in order to place the question of certain charter amendments before the registered and qualified electors of the City that would levy a 1.0% residential and 0.5% non-residential income tax (the "Income Tax") and institute a tie-barred provision to reduce the property tax by 6.7597 mills of the maximum amount otherwise allowed by the Michigan Constitution (the "Property Tax Reduction") (the "Ballot Proposals"); and

**WHEREAS**, the City wishes to express its intent for use of the Income Tax.

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

1. That, should the Ballot Proposals pass, the City Council hereby intends to commit the new revenue amount derived from the Income Tax, after subtracting the revenue decrease resulting from the Property Tax Reduction and the cost of administering the Income Tax, for public street maintenance, repair and replacement.

2. That all resolutions or parts of resolutions to the extent of any conflict herewith are rescinded.

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

\_\_\_\_\_

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

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

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

**RESOLUTION DECLARED ADOPTED.**

Dated: June 17, 2019

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

**CERTIFICATION**

I, the undersigned Clerk of the City of Lowell, Michigan (the "City") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, at a meeting held on June 17, 2019, and that public notice of said meeting was given pursuant to and in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: June 17, 2019

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

# Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

April 2018





May 17, 2018

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 April Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 42.06 million gallons of wastewater were treated, down from 52.56 million gallons the month before.

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

#### INDUSTRIAL PRETREATMENT PROGRAM

The Fullers Septic March surcharges were \$36.37, and April surcharges were \$88.49. No operational problems were experienced at the plant from this discharge.

#### MAINTENANCE COST REPORT

Date	Vendor	Cost
4/7	AllClaveParts.com (1)	\$ 158.47
4/7	Betten Baker (2)	465.41
4/7	Bernards Ace Hardware (3)	102.90
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY15-16)*		\$ 11,980.04
Maintenance Allowance Spent YTD		\$ 7,560.04
Balance of Maintenance Allowance		\$ 4,420.00

\*The maintenance spending for FY 16-17 exceeded the annual allotment by \$19.96. That amount was deducted from the beginning balance on July 1<sup>st</sup>. That makes the beginning balance \$11,980.04 (\$12,000-\$19.96).

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

- Replaced heating element in the lab autoclave (1)
- Replaced the wheel bearings on the plant truck(2)

- Replaced broken extension cord and defective GFCI outlet(3)

PROJECTS FOR THE FUTURE

- Continue painting projects including updating plant office
- Replace broken bracket on garage door
- Rebuild chemical feed pump

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

Respectfully submitted,

SUEZ

A handwritten signature in blue ink, appearing to read "B. Vander Meulen". The signature is fluid and cursive, with the first name "Brian" being more legible than the last name "Vander Meulen".

Brian Vander Meulen  
Plant Manager

#### APRIL EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 5.2 mg/l, 79% under the NPDES limit of 25 mg/l. The worst 7-day average was 7.8 mg/l, 81% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 6.1 mg/l, 80% under the NPDES limit is 30 mg/l. The worst 7-day average was 12.7 mg/l, 72% under the NPDES limit is 45 mg/l.

The monthly average for Phosphorus was 0.50 mg/l, the limit is 1.0 mg/l.

The average removal rate for BOD was 96%; a minimum of 85% is required. The average removal rate for Suspended Solids was 93%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 135 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 239 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.036 mg/l; the limit is 0.038 mg/l. The monthly average was 0.007 mg/l.

## Appendix A





State of Michigan  
Department of Environmental Quality

# Plant Influent Sheet

Lowell, Michigan

R4607 4/74  
4833-6040

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

Plant No. Month Year  
410049 April 2018

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

	WEATHER		FLOW		RAW SEWAGE QUALITY											
D A Y P N S	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD		SS		Total-P		VSS	NH3-N	Mercury	D A Y P N S
SF	0033	0045	50050	50051	00011	00400	mg/l	LBS	mg/l	LBS	mg/l	LBS	mg/l	mg/l	ng/l	SF
1	27	0.00	1.14	1.50												1
2	27	0.00	1.16	1.70	51	7.5	104	1006	64	619			60			2
3	2578	0.60	1.20	1.80												3
4	27	0.00	1.17	1.50	51	7.8	152	1483	150	1464	2.4	23.4	146	10.2		4
5	257	0.06	1.18	1.60												5
6	2578	0.00	1.15	1.60	51	7.5	141	1352	110	1055			100			6
7	178	0.00	1.17	1.50												7
8	27	0.00	1.24	1.60												8
9	257	0.02	1.14	1.60	51	7.8	132	1255	80	761			76		12	9
10	247	0.01	1.18	1.70												10
11	246	0.28	1.16	1.50	51	7.7	148	1432	98	948	2.0	19.3	72	11.5		11
12	168	0.00	1.20	1.50												12
13	24	0.81	1.12	1.70	51	7.4	164	1532	126	1177			124			13
14	34678	0.64	1.34	1.60												14
15	34578	0.42	1.46	1.70												15
16	357	0.04	1.53	1.80	51	7.6	105	1340	82	1046			80			16
17	27	0.00	1.61	2.00												17
18	257	0.04	1.72	2.10	51	7.7	90	1291	52	746	1.5	21.5	50	7.2		18
19	17	0.00	1.85	2.20												19
20	16	0.00	1.71	2.20	51	7.7	93	1326	44	628			40			20
21	17	0.00	1.76	1.80												21
22	16	0.00	1.82	2.20												22
23	16	0.00	1.65	2.10	51	7.7	116	1596	94	1294			82			23
24	246	0.16	1.64	2.10												24
25	16	0.00	1.56	2.00	52	7.7	81	1054	72	937	1.1	14.3	70	8.3		25
26	16	0.00	1.55	1.90												26
27	265	0.00	1.37	1.90	52	7.6	131	1497	108	1234			94			27
28	268	0.00	1.46	2.20												28
29	168	0.00	1.46	1.80												29
30	16	0.00	1.36	1.80	52	7.5	86	975	52	590			50			30
31																31
TL	XXXX	3.08	42.06	XXXX	XXXX	XXXX	XXXX	39554	XXXX	28840	XXXX	589	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	1.40	XXXX	51	7.6	119	1318	87	961	1.8	19.6	80	9.3	XXXX	ME
MAX	XXXX	0.81	1.85	2.20	52	7.8	164	1596	150	1464	2.4	23.4	146	11.5	XXXX	MAX
MIN	XXXX	XXXX	1.12	1.50	51	7.4	81	975	44	590	1.1	14.3	40	7.2	XXXX	MIN

# Activated Sludge Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

PM Code

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

Plant No. Month Year  
410049 April 2018

Superintendent's Signature  
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code 80889		REMARKS
D A Y P N S	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991		D A Y P N S	
1	96	15.1											0.0	4	1	
2		14.9	19.1	0.11	1970	1537	30	0.66	4.6	152	0.32	0.25	0.0		2	
3		14.4											0.0		3	
4		14.7	8.4	0.15	2041	1626	45	0.45	4.3	220	0.34	0.27	0.0		4	
5		14.6											22.5		5	
6		15.0	14.3	0.11	2524	2001	55	0.46	3.0	218	0.41	0.32	0.0		6	
7		14.7											0.0		7	
8		13.9											19.6		8	
9		15.1	20.2	0.10	2569	2059	70	0.37	1.3	222	0.40	0.32	73.1		9	
10		14.6											11.1		10	
11		14.9	14.7	0.13	2325	1831	32	0.73	5.4	138	0.36	0.29	0.0		11	
12		14.4											0.0		12	
13		15.4	11.1	0.15	2185	1756	20	1.09	6.5	92	0.37	0.30	0.0		13	
14		12.9											0.0		14	
15		11.8											107.6		15	
16		11.3	15.4	0.10	2692	2174	24	1.12	5.0	89	0.47	0.37	27.0		16	
17		10.7											0.0		17	
18		10.0	14.8	0.15	1838	1449	16	1.15	6.5	87	0.37	0.29	0.0		18	
19		9.3											0.0		19	
20		10.1	20.5	0.13	2151	1701	19	1.13	3.6	88	0.37	0.29	0.0		20	
21		9.8											0.0		21	
22		9.5											0.0		22	
23		10.4	10.8	0.15	2330	1801	22	1.06	3.9	94	0.43	0.34	0.0		23	
24		10.5											8.9		24	
25		11.0	17.7	0.08	2764	2171	23	1.20	1.5	83	0.51	0.39	38.2		25	
26		11.1											9.9		26	
27		12.6	12.5	0.12	2572	2005	21	1.22	4.2	82	0.42	0.32	15.3		27	
28		11.8											0.0		28	
29		11.8											0.0		29	
30		12.7	27.1	0.08	2668	2067	25	1.07	1.5	94	0.48	0.37	84.9		30	
31															31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	418.1	XXXX	TL	
ME	96	12.6	15.9	0.12	2356	1860	31	0.90	3.9	131	0.40	0.32	13.9	XXXX	ME	
MAX	XXXX	15.4	27.1	0.15	2764	2174	70	1.22	6.5	272	0.51	0.39	107.6	XXXX	MAX	
MIN	XXXX	9.3	8.4	0.08	1838	1449	16	0.37	1.3	82	0.32	0.25	XXXX	XXXX	MIN	

Remarks:

4833-5034  
R4609 4/74

# Final Effluent Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Plant No. 410049  
Month April  
Year 2018  
Sampling Point Code 001

Superintendent's Signature  
Brian Vander Meulen, Supt.

R 4610 4/74  
4833-5468

D A Y P N S F	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	D A Y P N S F
	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	SU	mg/l	#/100ml	mg/l	mg/l	ng/l	
1	80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	50060	71900	1
2	4.3	42	96	3.2	31	95				2.6	7.8	11.2	192		0.036		2
3																	3
4	3.0	29	98	3.0	29	98	0.48	4.68	80	2.2	7.3	10.2	50	0.72	0.001		4
5																	5
6	2.9	28	98	4.2	40	96				3.4	7.5	10.7	240		0.001		6
7																	7
8																	8
9	4.0	38	97	2.4	23	97				2.2	7.4	11.4	5		0.006	0.29	9
10																	10
11	3.1	30	98	4.0	39	96	0.52	5.03	74	2.2	7.5	11.2	240	0.35	0.028		11
12																	12
13	12.1	113	93	24.0	224	81				22.0	7.5	10.8	240		0.001		13
14																	14
15																	15
16	7.2	92	93	10.0	128	88				9.6	7.6	12.4	236		0.001		16
17																	17
18	4.0	37	96	3.6	32	93	0.32	4.59	79	3.4	7.5	10.6	204	0.10	0.007		18
19																	19
20	4.5	64	95	3.6	43	93				2.6	7.6	10.5	240		0.001		20
21																	21
22																	22
23	5.0	60	96	5.6	77	94				4.2	7.7	10.1	240		0.001		23
24																	24
25	6.4	83	92	7.2	94	90	0.68	8.85	38	6.8	7.8	10.0	236	0.64	0.001		25
26																	26
27	5.7	65	96	5.4	62	95				4.4	7.3	10.2	240		0.001		27
28																	28
29																	29
30	5.6	64	93	4.0	45	92				3.8	7.4	11.8	49		0.010		30
31																	31
TL	XXXX	1786	XXXX	XXXX	2045	XXXX	XXXX	173.6	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	5.2	60	96	6.1	68	93	0.50	5.79	68	5.3	7.5	10.9	135	0.45	0.007	XXXX	ME
WA	7.8	87	94	12.7	134	87	XXXX	XXXX	XXXX	11.7	7.7	10.1	239	0.72	0.013	XXXX	WA
MAX	12.1	113	98	24.0	224	98	0.68	8.85	80	22.0	7.8	12.4	240	0.72	0.036	XXXX	MAX
MIN	2.9	28	92	2.4	23	81	0.32	4.59	38	2.2	7.3	10.0	5	0.10	0.001	XXXX	MIN

Remarks: Fecal Coli for April 6,11,13,20,23,27 are actually "Greater Than"  
Cl2 Residuals for April 4,6,13,16,20,23,25,27 are actually "Less Than"

# Miscellaneous Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

R 4607 4/74  
4833-6040

Plant No. 410049  
Month April  
Year 2018

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

Grit		Aux Fuel	Power Consumption	Chemicals Applied		
D		Nat. Gas		CL2	FeCL2	
A	CF	CF	KWH	LBS	GAL	
Y						
PN		2	3			
SF						
1	1	15	1.2	9	25	
2	1	17	1.4	5	30	
3	1	17	1.4	5	25	
4	1	24	1.2	5	25	
5	1	17	1.4	2	30	
6	1	18	1.2	8	25	
7	1	14	1.2	2	25	
8	1	14	1.4	8	30	
9	1	18	1.2	6	30	
10	1	13	1.8	6	20	
11	1	8	1.8	7	30	
12	1	4	1.8	5	25	
13	1	5	1.2	8	25	
14	1	9	1.4	10	25	
15	1	13	1.6	8	25	
16	1	25	1.6	8	30	
17	1	18	1.6	7	25	
18	1	10	1.2	9	25	
19	1	18	1.6	8	25	
20	1	6	1.4	10	30	
21	1	3	1.2	10	25	
22	1	3	1.6	8	25	
23	1	2	1.2	9	25	
24	1	2	1.4	9	25	
25	1	2	1.4	12	25	
26	1	2	1.4	10	30	
27	1	2	1.4	10	25	
28	1	2	1.2	20	30	
29	1	3	1.4	10	20	
30	1	2	1.4	13	25	
31						
TL	30	306	42.2	247	785	0
ME	1	10	1.4	8	26	0
MAX	1	25	1.8	20	30	0
MIN	1	2	1.2	2	20	0

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

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

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

## NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

## DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

MINOR  
 (SUBR GG)  
 F-FINAL  
 001 MUN.WASTE20--FLAT RIVER

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

MONITORING PERIOD							
YEAR	MO	DAY	FROM	TO	YEAR	MO	DAY
2018	4	01			2018	4	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			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT 50050 1 0 0 EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	1.40	1.85	(03)	*****	*****	*****		-	7/7	RECORD FLOW
	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
SOLIDS, TOTAL SUSPENDED 00530 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	68	134	(26)	*****	6.1	12.7	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	360 MONTHLY AVG	530 7 DAY AVG	lbs/day	*****	30 MONTHLY AVG	45 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
BOD, CARBONACEOUS 05 DAY, 20C 80082 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	60	87	(26)	*****	5.2	7.8	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	300 MONTHLY AVG	470 7 DAY AVG	lbs/day	*****	25 MONTHLY AVG	40 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N) 00610 B 1 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****		*****	*****	0.72	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	*****	*****	****	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
PHOSPHORUS, TOTAL (AS P) 00665 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	5.8	8.85	(26)	*****	0.50	0.68	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	12 MONTHLY AVG	REPORT DAILY MAX	lbs/day	*****	1.0 MONTHLY AVG	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
CHLORINE, TOTAL RESIDUAL 50060 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****		*****	*****	0.036	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	****	*****	*****	0.038 DAILY MAX	mg/L		WEEKDAYS	GRAB
MERCURY, TOTAL 71900 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	0.000003		*****	*****	0.29		0	1/90	GRAB
	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER		I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.					PHONE NUMBER		DATE		
Brian Vander Meulen, Supt.							(616) 897-8135		2018	5	10
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT					AREA CODE	NUMBER	YEAR	MO	DAY

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

P=AFTER DISINFECTION

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

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

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

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

MINOR  
 (SUBR GG)  
 F-FINAL  
 001 MUN. WASTE H<sub>2</sub>O--FLAT RIVER

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

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
FROM 2018	4	01	TO 2018	4	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			
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000015		*****	*****	0.83		0	1/90	CALCTD
71900 X 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	0.000036 12-Mo Rolling Avg	lbs/day	*****	*****	3.0 12-Mo Rolling Avg	ng/L		QUARTERLY	CALCTD
COLIFORM, FECAL GENERAL 74055 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****	*****	*****	135	239	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	*****	*****	200 MONTHLY AVG	400 7 DAY AVG	mg/L		DAILY	GRAB
BOD, 5-DAY PERCENT REMOVAL 81010 K 0 0 PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	96	*****	92	(23)	0	1/30	CALCTD
	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER- CENT		ONCE/MON	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL 81011 K 0 0 PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	93	*****	81	(23)	0	1/30	CALCTD
	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER- CENT		ONCE/MON	CALCTD
pH	SAMPLE MEASUREMENT	*****	*****	*****	7.3	*****	7.8	(12)	0	3/7	GRAB
00400 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	6.5 DAILY MINIMUM	*****	9.0 DAILY MAX	S.U.		WEEKDAYS	GRAB
OXYGEN, DISSOLVED (DO) 00300 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****	*****	10.0	*****	*****	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	*****	3.0 DAILY MINIMUM	*****	*****	mg/L		WEEKDAYS	GRAB
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	PHONE NUMBER		DATE		
		(616) 897-8135		2018	5	10
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA CODE	NUMBER	YEAR	MO DAY

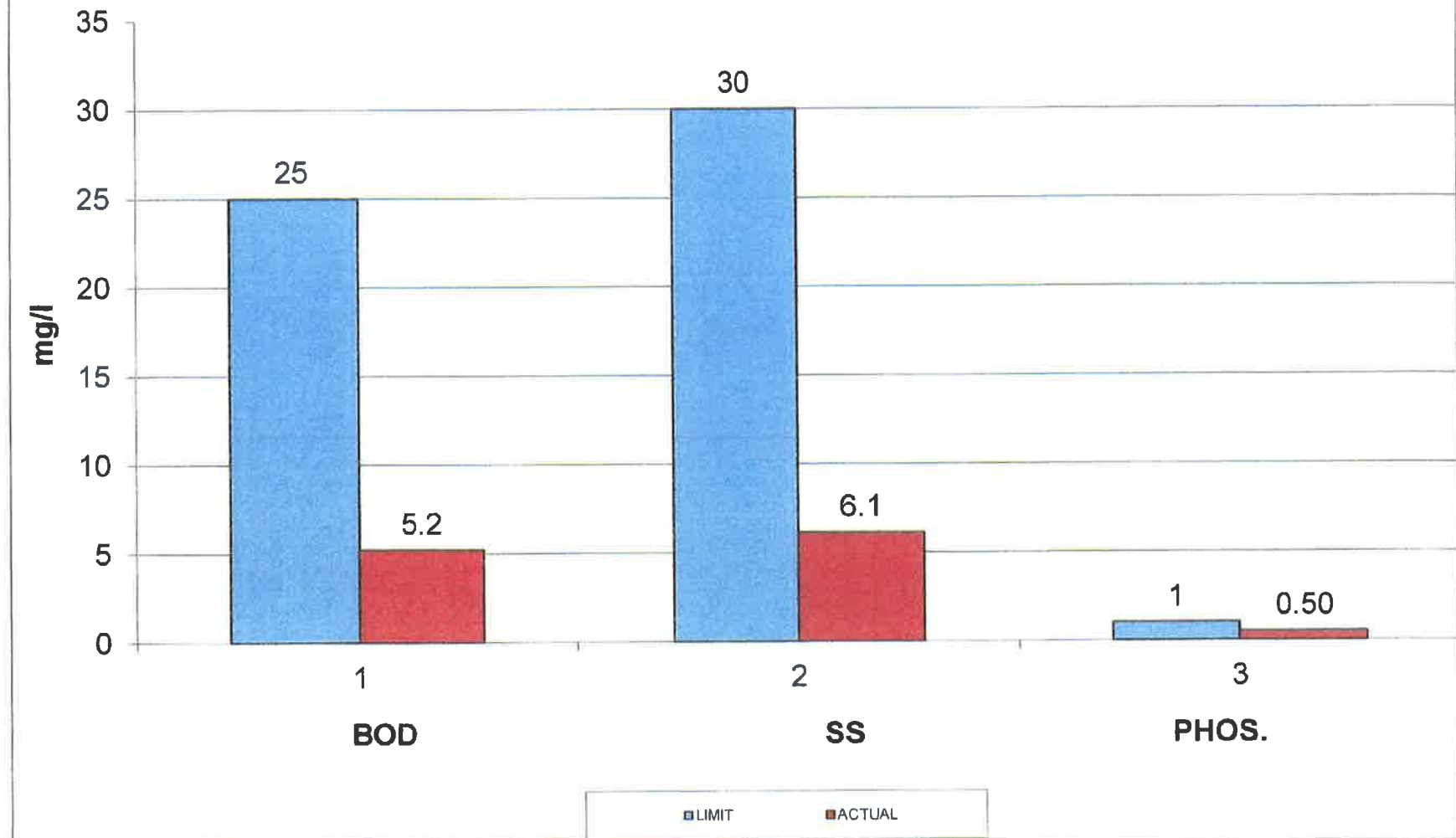
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

## Appendix B

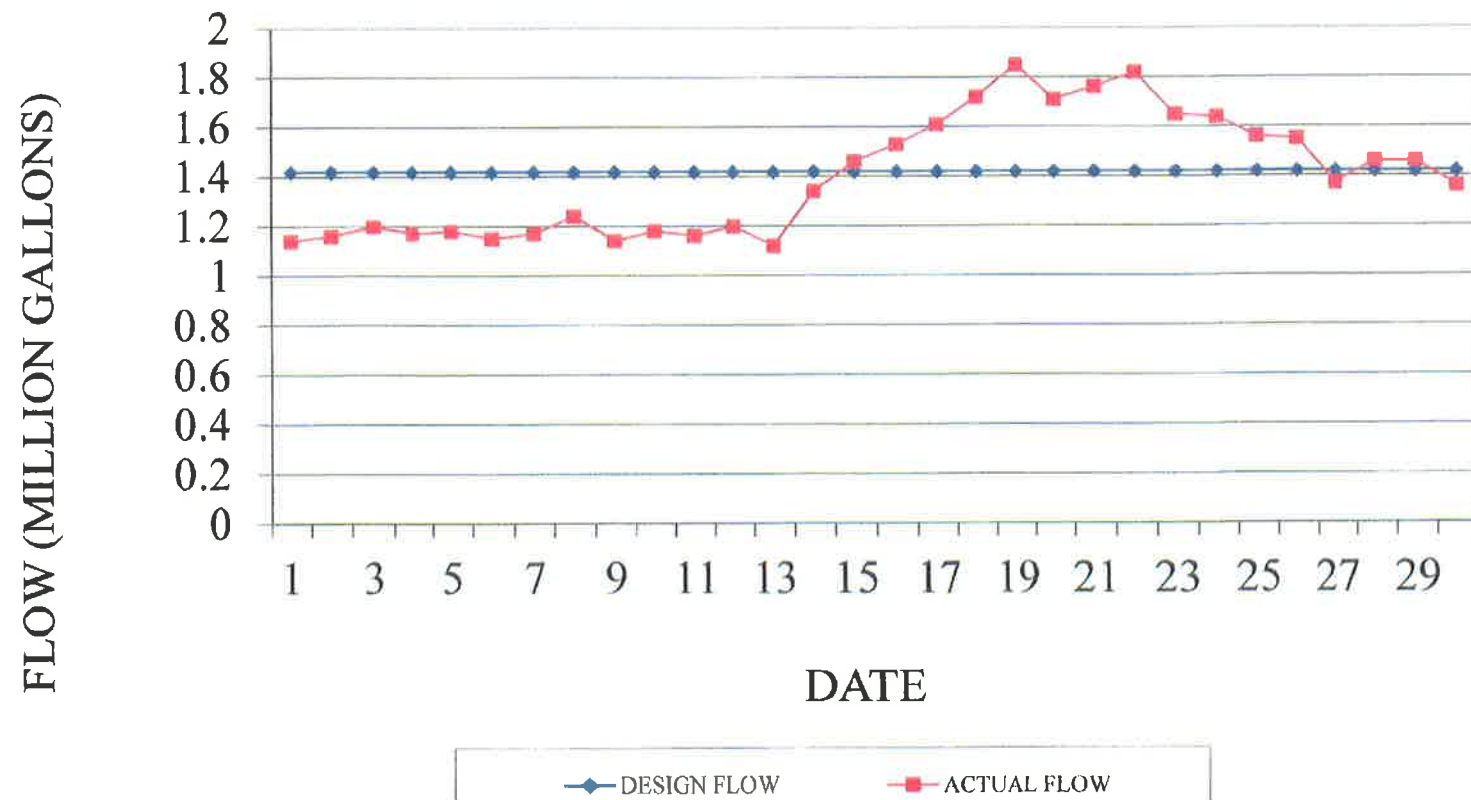
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## EFFLUENT LIMIT vs ACTUAL





## DESIGN FLOW vs ACTUAL FLOW





REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,009,573.45	1,912,483.66	27,689.08	97,089.79	95.17
STATE	STATE GRANTS	439,153.00	268,426.33	13.75	170,726.67	61.12
LICPER	LICENSES AND PERMITS	43,600.00	42,898.03	10,239.87	701.97	98.39
CHARGES	CHARGES FOR SERVICES	325,156.00	55,421.42	(3.83)	269,734.58	17.04
INT	INTEREST AND RENTS	4,850.00	13,116.59	270.00	(8,266.59)	270.45
OTHER	OTHER REVENUE	15,500.00	41,317.42	454.72	(25,817.42)	266.56
TRANSIN	TRANSFERS IN	151,273.00	151,273.00	0.00	0.00	100.00
FINES	FINES AND FORFEITURES	5,500.00	14,235.09	481.00	(8,735.09)	258.82
LOCAL	LOCAL CONTRIBUTIONS	10,510.00	8,708.64	0.00	1,801.36	82.86
TOTAL REVENUES		3,005,115.45	2,507,880.18	39,144.59	497,235.27	83.45
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	21,659.00	16,569.21	222.33	5,089.79	76.50
172	MANAGER	125,197.22	114,009.10	8,532.37	11,188.12	91.06
191	ELECTIONS	14,860.00	7,067.15	954.88	7,792.85	47.56
209	ASSESSOR	54,900.00	50,081.81	3,853.74	4,818.19	91.22
210	ATTORNEY	45,000.00	49,655.71	3,487.25	(4,655.71)	110.35
215	CLERK	129,383.95	115,030.37	12,952.81	14,353.58	88.91
253	TREASURER	213,323.66	197,142.04	12,865.01	16,181.62	92.41
265	CITY HALL	150,925.36	136,910.35	13,043.45	14,015.01	90.71
276	CEMETERY	123,889.57	117,335.23	11,562.53	6,554.34	94.71
294	UNALLOCATED MISCELLANEOUS	5,000.00	7,991.12	0.00	(2,991.12)	159.82
301	POLICE DEPARTMENT	736,428.68	644,228.11	50,983.10	92,200.57	87.48
305	CODE ENFORCEMENT	87,900.26	81,681.49	6,418.79	6,218.77	92.93
336	FIRE	125,060.00	120,241.68	0.00	4,818.32	96.15
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	65,511.95	66,514.35	8,040.68	(1,002.40)	101.53
426	EMERGENCY MANAGEMENT	0.00	(1.40)	0.00	1.40	100.00
441	DEPARTMENT OF PUBLIC WORKS	295,771.47	211,454.28	16,649.97	84,317.19	71.49
442	SIDEWALK	3,909.01	2,496.04	19.08	1,412.97	63.85
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
523	TRASH	0.00	0.00	0.00	0.00	0.00
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00
672	SENIOR CITIZEN CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
728	ECONOMIC DEVELOPMENT	19,807.05	10,959.61	0.00	8,847.44	55.33
747	CHAMBER/RIVERWALK	6,500.00	2,968.88	242.31	3,531.12	45.68
751	PARKS	158,142.04	112,155.19	13,443.74	45,986.85	70.92
757	SHOWBOAT	7,600.00	3,561.39	57.66	4,038.61	46.86
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	0.00	5,000.00	0.00	(5,000.00)	100.00
790	LIBRARY	82,229.06	58,599.57	4,863.07	23,629.49	71.26
803	HISTORICAL DISTRICT COMMISSION	0.00	30.00	0.00	(30.00)	100.00
804	MUSEUM	53,825.50	43,218.08	1,079.47	10,607.42	80.29
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	447,546.00	0.00	0.00	447,546.00	0.00
TOTAL EXPENDITURES		2,974,369.78	2,174,899.36	169,272.24	799,470.42	73.12
TOTAL REVENUES		3,005,115.45	2,507,880.18	39,144.59	497,235.27	83.45
TOTAL EXPENDITURES		2,974,369.78	2,174,899.36	169,272.24	799,470.42	73.12
NET OF REVENUES & EXPENDITURES		30,745.67	332,980.82	(130,127.65)	(302,235.15)	1,083.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	500.00	2,107.66	0.00	(1,607.66)	421.53
OTHER	OTHER REVENUE	272,500.00	244,278.30	629.68	28,221.70	89.64
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		273,000.00	246,385.96	629.68	26,614.04	90.25
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	98,900.00	77,627.56	0.00	21,272.44	78.49
463	MAINTENANCE	55,606.19	22,522.16	6,409.55	33,084.03	40.50
474	TRAFFIC	8,831.53	5,390.32	546.30	3,441.21	61.03
478	WINTER MAINTENANCE	48,020.51	49,674.36	465.15	(1,653.85)	103.44
483	ADMINISTRATION	15,444.00	5,578.53	760.53	9,865.47	36.12
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		226,802.23	160,792.93	8,181.53	66,009.30	70.90
TOTAL REVENUES		273,000.00	246,385.96	629.68	26,614.04	90.25
TOTAL EXPENDITURES		226,802.23	160,792.93	8,181.53	66,009.30	70.90
NET OF REVENUES & EXPENDITURES		46,197.77	85,593.03	(7,551.85)	(39,395.26)	185.28

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	970.65	0.00	(970.65)	100.00
OTHER	OTHER REVENUE	102,000.00	116,725.94	233.94	(14,725.94)	114.44
TRANSIN	TRANSFERS IN	100,000.00	0.00	0.00	100,000.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		202,000.00	117,696.59	233.94	84,303.41	58.27
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	16,250.00	1,423.62	0.00	14,826.38	8.76
463	MAINTENANCE	72,087.93	74,306.96	9,583.50	(2,219.03)	103.08
474	TRAFFIC	11,569.60	5,538.59	952.35	6,031.01	47.87
478	WINTER MAINTENANCE	69,064.27	70,915.43	609.57	(1,851.16)	102.68
483	ADMINISTRATION	19,162.00	6,006.52	760.52	13,155.48	31.35
906	DEBT SERVICE	26,587.00	26,587.50	0.00	(0.50)	100.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		214,720.80	184,778.62	11,905.94	29,942.18	86.06
TOTAL REVENUES		202,000.00	117,696.59	233.94	84,303.41	58.27
TOTAL EXPENDITURES		214,720.80	184,778.62	11,905.94	29,942.18	86.06
NET OF REVENUES & EXPENDITURES		(12,720.80)	(67,082.03)	(11,672.00)	54,361.23	527.34

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	77.47	0.00	22.53	77.47
OTHER	OTHER REVENUE	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL REVENUES		50,100.00	77.47	0.00	50,022.53	0.15
Expenditures						
000		50,000.00	6,623.00	0.00	43,377.00	13.25
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		50,000.00	6,623.00	0.00	43,377.00	13.25
TOTAL REVENUES		50,100.00	77.47	0.00	50,022.53	0.15
TOTAL EXPENDITURES		50,000.00	6,623.00	0.00	43,377.00	13.25
NET OF REVENUES & EXPENDITURES		100.00	(6,545.53)	0.00	6,645.53	6,545.53

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	520,000.00	567,947.40	0.00	(47,947.40)	109.22
STATE	STATE GRANTS	8,000.00	0.00	0.00	8,000.00	0.00
INT	INTEREST AND RENTS	1,000.00	3,393.78	0.00	(2,393.78)	339.38
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		529,000.00	571,341.18	0.00	(42,341.18)	108.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	86,000.00	15,585.94	8,868.19	70,414.06	18.12
463	MAINTENANCE	96,131.34	92,221.29	2,894.16	3,910.05	95.93
483	ADMINISTRATION	34,104.69	24,177.11	3,211.04	9,927.58	70.89
740	COMMUNITY PROMOTIONS	105,000.00	53,678.85	0.00	51,321.15	51.12
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	168,613.00	168,613.00	0.00	0.00	100.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		489,849.03	354,276.19	14,973.39	135,572.84	72.32
TOTAL REVENUES		529,000.00	571,341.18	0.00	(42,341.18)	108.00
TOTAL EXPENDITURES		489,849.03	354,276.19	14,973.39	135,572.84	72.32
NET OF REVENUES & EXPENDITURES		39,150.97	217,064.99	(14,973.39)	(177,914.02)	554.43

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	89,015.00	934.00	(89,015.00)	100.00
INT	INTEREST AND RENTS	0.00	16.02	0.00	(16.02)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	89,031.02	934.00	(89,031.02)	100.00
Expenditures						
371	BUILDING INSPECTION DEPARTMENT	0.00	81,593.50	840.60	(81,593.50)	100.00
TOTAL EXPENDITURES		0.00	81,593.50	840.60	(81,593.50)	100.00
TOTAL REVENUES		0.00	89,031.02	934.00	(89,031.02)	100.00
TOTAL EXPENDITURES		0.00	81,593.50	840.60	(81,593.50)	100.00
NET OF REVENUES & EXPENDITURES		0.00	7,437.52	93.40	(7,437.52)	100.00



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	500,000.00	1,718,088.74	0.00	(1,218,088.74)	343.62
INT	INTEREST AND RENTS	1,000.00	3,705.89	20.00	(2,705.89)	370.59
OTHER	OTHER REVENUE	4,000.00	17,500.00	0.00	(13,500.00)	437.50
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		505,000.00	1,739,294.63	20.00	(1,234,294.63)	344.41
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
265	CITY HALL	0.00	0.00	0.00	0.00	0.00
276	CEMETERY	0.00	802.28	802.28	(802.28)	100.00
301	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
442	SIDEWALK	0.00	0.00	0.00	0.00	0.00
443	ARBOR BOARD	4,000.00	0.00	0.00	4,000.00	0.00
474	TRAFFIC	0.00	5,272.70	136.50	(5,272.70)	100.00
751	PARKS	500,000.00	23,579.08	1,790.95	476,420.92	4.72
758	DOG PARK	1,000.00	608.64	99.00	391.36	60.86
759	COMMUNITY GARDEN	0.00	460.21	0.00	(460.21)	100.00
790	LIBRARY	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		505,000.00	30,722.91	2,828.73	474,277.09	6.08
TOTAL REVENUES		505,000.00	1,739,294.63	20.00	(1,234,294.63)	344.41
TOTAL EXPENDITURES		505,000.00	30,722.91	2,828.73	474,277.09	6.08
NET OF REVENUES & EXPENDITURES		0.00	1,708,571.72	(2,808.73)	(1,708,571.72)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 351 - GENERAL DEBT SERVICE ( NON-VOTED BONDS)						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
906	DEBT SERVICE	0.00	302,745.02	0.00	(302,745.02)	100.00
TOTAL EXPENDITURES		0.00	302,745.02	0.00	(302,745.02)	100.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	302,745.02	0.00	(302,745.02)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(302,745.02)	0.00	302,745.02	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	12,216.00	13,675.66	1,234.30	(1,459.66)	111.95
INT	INTEREST AND RENTS	56,850.00	41,348.45	1,890.00	15,501.55	72.73
OTHER	OTHER REVENUE	1,000.00	0.00	0.00	1,000.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		70,066.00	55,024.11	3,124.30	15,041.89	78.53
Expenditures						
000		83,000.00	54,721.81	5,550.65	28,278.19	65.93
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		83,000.00	54,721.81	5,550.65	28,278.19	65.93
TOTAL REVENUES		70,066.00	55,024.11	3,124.30	15,041.89	78.53
TOTAL EXPENDITURES		83,000.00	54,721.81	5,550.65	28,278.19	65.93
NET OF REVENUES & EXPENDITURES		(12,934.00)	302.30	(2,426.35)	(13,236.30)	2.34

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,066,100.00	916,911.70	89,480.87	149,188.30	86.01
INT	INTEREST AND RENTS	7,000.00	11,157.19	0.00	(4,157.19)	159.39
OTHER	OTHER REVENUE	500.00	437.53	0.00	62.47	87.51
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,073,600.00	928,506.42	89,480.87	145,093.58	86.49
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	1,036,972.50	791,628.33	54,579.85	245,344.17	76.34
551	COLLECTION	244,588.47	219,291.19	8,586.04	25,297.28	89.66
552	CUSTOMER ACCOUNTS	80,345.15	74,305.92	5,083.17	6,039.23	92.48
553	ADMINISTRATION	315,341.50	168,866.38	120.25	146,475.12	53.55
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,677,247.62	1,254,091.82	68,369.31	423,155.80	74.77
TOTAL REVENUES		1,073,600.00	928,506.42	89,480.87	145,093.58	86.49
TOTAL EXPENDITURES		1,677,247.62	1,254,091.82	68,369.31	423,155.80	74.77
NET OF REVENUES & EXPENDITURES		(603,647.62)	(325,585.40)	21,111.56	(278,062.22)	53.94

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,093,700.00	987,151.16	74,285.67	106,548.84	90.26
INT	INTEREST AND RENTS	13,540.00	15,070.60	440.00	(1,530.60)	111.30
OTHER	OTHER REVENUE	5,000.00	9,339.58	0.00	(4,339.58)	186.79
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,112,240.00	1,011,561.34	74,725.67	100,678.66	90.95
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
552	CUSTOMER ACCOUNTS	0.00	0.00	0.00	0.00	0.00
570	TREATMENT	442,575.85	328,678.64	20,497.35	113,897.21	74.26
571	DISTRIBUTION	312,462.27	386,101.26	19,550.59	(73,638.99)	123.57
572	CUSTOMER ACCOUNTS	86,013.15	77,716.91	5,083.13	8,296.24	90.35
573	ADMINISTRATION	449,641.50	93,311.57	120.25	356,329.93	20.75
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,290,692.77	885,808.38	45,251.32	404,884.39	68.63
TOTAL REVENUES		1,112,240.00	1,011,561.34	74,725.67	100,678.66	90.95
TOTAL EXPENDITURES		1,290,692.77	885,808.38	45,251.32	404,884.39	68.63
NET OF REVENUES & EXPENDITURES		(178,452.77)	125,752.96	29,474.35	(304,205.73)	70.47

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	80,274.00	80,396.85	0.00	(122.85)	100.15
OTHER	OTHER REVENUE	0.00	2,394.50	1,674.50	(2,394.50)	100.00
TOTAL REVENUES		80,274.00	82,791.35	1,674.50	(2,517.35)	103.14
Expenditures						
000		84,940.00	73,440.38	4,544.82	11,499.62	86.46
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		84,940.00	73,440.38	4,544.82	11,499.62	86.46
TOTAL REVENUES		80,274.00	82,791.35	1,674.50	(2,517.35)	103.14
TOTAL EXPENDITURES		84,940.00	73,440.38	4,544.82	11,499.62	86.46
NET OF REVENUES & EXPENDITURES		(4,666.00)	9,350.97	(2,870.32)	(14,016.97)	200.41

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	172,350.00	184,976.94	12,144.11	(12,626.94)	107.33
INT	INTEREST AND RENTS	150.00	648.47	0.00	(498.47)	432.31
OTHER	OTHER REVENUE	500.00	35.83	0.00	464.17	7.17
TRANSIN	TRANSFERS IN	62,340.00	17,340.00	0.00	45,000.00	27.82
TOTAL REVENUES		235,340.00	203,001.24	12,144.11	32,338.76	86.26
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	366,124.05	190,259.13	7,050.46	175,864.92	51.97
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		366,124.05	190,259.13	7,050.46	175,864.92	51.97
TOTAL REVENUES		235,340.00	203,001.24	12,144.11	32,338.76	86.26
TOTAL EXPENDITURES		366,124.05	190,259.13	7,050.46	175,864.92	51.97
NET OF REVENUES & EXPENDITURES		(130,784.05)	12,742.11	5,093.65	(143,526.16)	9.74

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	13,000.00	1,500.00	(13,000.00)	100.00
INT	INTEREST AND RENTS	0.00	1,921.39	0.00	(1,921.39)	100.00
TOTAL REVENUES		0.00	14,921.39	1,500.00	(14,921.39)	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	14,921.39	1,500.00	(14,921.39)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	14,921.39	1,500.00	(14,921.39)	100.00



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	4,000.00	4,248.19	2,638.94	(248.19)	106.20
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		4,000.00	4,248.19	2,638.94	(248.19)	106.20
Expenditures						
000		4,000.00	1,050.00	1,050.00	2,950.00	26.25
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		4,000.00	1,050.00	1,050.00	2,950.00	26.25
TOTAL REVENUES		4,000.00	4,248.19	2,638.94	(248.19)	106.20
TOTAL EXPENDITURES		4,000.00	1,050.00	1,050.00	2,950.00	26.25
NET OF REVENUES & EXPENDITURES		0.00	3,198.19	1,588.94	(3,198.19)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	18,000.00	16,406.64	12,368.01	1,593.36	91.15
OTHER	OTHER REVENUE	0.00	19,575.71	0.00	(19,575.71)	100.00
TOTAL REVENUES		18,000.00	35,982.35	12,368.01	(17,982.35)	199.90
Expenditures						
000		18,000.00	27,795.71	10,220.00	(9,795.71)	154.42
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		18,000.00	27,795.71	10,220.00	(9,795.71)	154.42
TOTAL REVENUES		18,000.00	35,982.35	12,368.01	(17,982.35)	199.90
TOTAL EXPENDITURES		18,000.00	27,795.71	10,220.00	(9,795.71)	154.42
NET OF REVENUES & EXPENDITURES		0.00	8,186.64	2,148.01	(8,186.64)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	132.30	0.00	(132.30)	100.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	132.30	0.00	(132.30)	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	132.30	0.00	(132.30)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	132.30	0.00	(132.30)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 717 - PENSION TRUST FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 05/31/2019	ACTIVITY FOR MONTH 05/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	0.00	259.92	0.00	(259.92)	100.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	259.92	0.00	(259.92)	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	259.92	0.00	(259.92)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	259.92	0.00	(259.92)	100.00
TOTAL REVENUES - ALL FUNDS		7,157,735.45	7,608,135.64	238,618.61	(450,400.19)	106.29
TOTAL EXPENDITURES - ALL FUNDS		7,984,746.28	5,783,598.76	350,038.99	2,201,147.52	72.43
NET OF REVENUES & EXPENDITURES		(827,010.83)	1,824,536.88	(111,420.38)	(2,651,547.71)	220.62

**LOWELL POLICE DEPARTMENT  
MONTHLY REPORT SUMMARY  
CALENDAR YEAR 2019**

<b>Complaint Book Total</b>	<b>167</b>	<b>331</b>	<b>523</b>	<b>693</b>	<b>885</b>								
<b>Activity</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>TOTAL</b>
<b>Total Arrests</b>	21	14	13	16	12								76
<b>Alcohol (MIP/Open Intox)</b>	0	1	0	1	1								3
<b>Drug Law Violations</b>	1	1	0	2	1								5
<b>Drunk Driving</b>	1	2	2	2	1								8
<b>Suspended License</b>	2	1	2	2	0								7
<b>Warrant Arrest</b>	8	7	6	4	6								31
<b>Other Arrests</b>	9	2	3	5	3								22
<b>Assault</b>	2	0	3	1	1								7
<b>Assault (Civil/Verbal)</b>	2	1	5	2	4								14
<b>Assault (Domestic)</b>	0	0	2	1	2								5
<b>Assist from Other Agency</b>	6	3	12	10	10								41
<b>Assist to Other Agency</b>	12	13	13	6	16								60
<b>Assist to Citizen</b>	36	42	43	18	38								177
<b>Breaking &amp; Entering</b>	3	2	0	1	0								6
<b>Disorderly Conduct</b>	5	2	2	3	4								16
<b>Dog/Animal</b>	2	1	4	2	6								15
<b>Larceny</b>	9	4	9	2	8								32
<b>Malicious Destruction</b>	0	1	4	2	4								11
<b>Motorist Assist</b>	14	8	9	15	10								56
<b>Ordinance Violations</b>	2	1	2	2	5								12
<b>Accident Total</b>	12	10	12	3	7								44
<b>{Property Damage}</b>	12	10	12	2	5								41
<b>{Personal Injury}</b>	0	0	0	1	2								3
<b>Citations Issued</b>	29	13	33	37	31								143
<b>Traffic Stops: Warned</b>	88	58	90	107	96								439
<b>Total # of Traffic Stops</b>	113	63	113	126	116								531

**MONTHLY COMPARISON TOTALS  
MAY 2018 AND 2019**

ACTIVITY	MAY	2018 YEAR-TO-DATE	MAY	2019 YEAR-TO-DATE
<b>Total Arrests</b>	<b>37</b>	<b>148</b>	<b>12</b>	<b>76</b>
Alcohol (MIP/Open Intox)	4	5	1	3
Drug Law Violations	2	17	1	5
Drunk Driving	2	12	1	8
Suspended License	1	11	0	7
Warrant Arrest	20	72	6	31
Other Arrests	8	31	3	22
<b>Assault</b>	<b>3</b>	<b>7</b>	<b>1</b>	<b>7</b>
Assault (Verbal)	3	16	4	14
Assault (Domestic)	4	14	2	5
Assist from Other Agency	11	46	10	41
Assist to Other Agency	13	67	16	60
Assist to Citizen	48	225	38	177
Breaking & Entering	0	1	0	6
Disorderly Conduct	5	15	4	16
Dog Complaints	3	9	6	15
Larceny	9	34	8	32
Malicious Destruction	2	10	4	11
Motorist Assist	8	35	10	56
Ordinance Violations	9	33	5	12
Accident Total	14	50	7	44
{Property Damage}	13	44	5	41
{Personal Injury}	1	6	2	3
<b>Citations Issued</b>	<b>52</b>	<b>185</b>	<b>31</b>	<b>143</b>
Traffic Stops: Warned	121	646	96	439
# of Traffic Stops Made	149	754	116	531
<b>TOTAL COMPLAINTS</b>	<b>204</b>	<b>922</b>	<b>192</b>	<b>885</b>

**LOWELL POLICE DEPARTMENT  
ASSISTING OTHER AGENCIES  
MAY 2019**

<b>COMP. #</b>	<b>DATE</b>	<b>INCIDENT</b>	<b>DEPARTMENT</b>	<b>STATUS</b>	<b>VENUE</b>
19-0709	5/2/2019	FOUND CHILD	KENT COUNTY	ASSISTED	LOWELL
19-0717	5/4/2019	MISSING PERSON	KENT COUNTY	ASSISTED	LOWELL
19-0748	5/9/2019	CIVIL MATTER	KENT COUNTY	ASSISTED	CITY OF LOWELL
19-0729	5/6/2019	SUSPICIOUS VEHICLE	KENT COUNTY	BACK-UP	LOWELL
19-0760	5/13/2019	ALARM	KENT COUNTY	BACK-UP	LOWELL
19-0765	5/14/2019	ALARM	KENT COUNTY	BACK-UP	LOWELL
19-0778	5/16/2019	FLEEING & ELUDING	MSP	ASSISTED	CITY OF LOWELL
19-0787	5/17/2019	LOOSE HORSE	KENT COUNTY	ASSISTED	LOWELL
19-0798	5/19/2019	SUICIDAL SUBJECT	KENT COUNTY	BACK-UP	VERGENNES
19-0812	5/21/2019	PI ACCIDENT	MSP	ASSISTED	LOWELL
19-0836	5/24/2019	PI ACCIDENT	MSP	ASSISTED	LOWELL
19-0858	5/28/2019	FRAUD	KENT COUNTY	ASSISTED	CITY OF LOWELL
19-0863	5/29/2019	LOOSE GOATS	KENT COUNTY	ASSISTED	LOWELL
19-0868	5/29/2019	UNWANTED GUEST	KENT COUNTY	BACK-UP	LOWELL
19-0870	5/29/2019	ALARM	KENT COUNTY	ASSISTED	LOWELL
19-0882	5/31/2019	PI ACCIDENT	KENT COUNTY	ASSISTED	VERGENNES



# AGENCIES ASSISTING LOWELL PD

MAY 2019

COMP. #	DATE	INCIDENT	DEPARTMENT	STATUS
19-0715	5/2/2019	DRUNK DRIVING	KENT COUNTY	ASSISTED
19-0741	5/8/2019	SUSPICIOUS VEHICLE	KENT COUNTY	BACK-UP
19-0751	5/10/2019	DOMESTIC	KENT COUNTY	BACK-UP
19-0769	5/14/2019	SCHOOL THREATS	KENT COUNTY	ASSISTED
19-0771	5/14/2019	SUICIDAL SUBJECT	KENT COUNTY	BACK-UP
19-0810	5/21/2019	SUICIDAL SUBJECT	LOWELL FIRE	BACK-UP
19-0816	5/21/2019	THREATS	KENT COUNTY	ASSISTED
19-0822	5/23/2019	STOLEN VEHICLE	KENT COUNTY	ASSISTED
19-0867	5/29/2019	DOMESTIC	KENT COUNTY	ASSISTED
19-0883	5/31/2019	ASSAULT	KENT COUNTY	ASSISTED



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

Monday, June 03, 2019

To: Chief Van Overbeek  
From: Deputy Chief Shannon Witherell  
Subject: May 2019 Division Report

**Fire Prevention Inspection Division:**

We performed 9 fire code inspection, as well as a number of re-inspections. All inspections took place in the City of Lowell. We had the final inspection for occupancy Impact Church new building

**Fire Prevention Pub Ed Division:**

In May we had our annual walking tour for the area 1<sup>st</sup> graders, we hosted several classes over two days.

**Training Division:**

During the month of May, Lowell Area Fire Department had 1 scheduled training. On May 11th we had a medical blitz at Look Memorial Fire Station. Topics were Airway, Pediatrics and Medical legal. Topics were taught by Brad Dornbos and staff. MFR class started at Courtland township for two of our members. FF12 and FF21 was completed with all students passing

. In total LAFD spent 68 hours of in-house training. 24 hours of outside training for a total of 92 hours.

**Equipment and Station Maintenance Division:**

A lot of time was spent putting the new Tender in-service including building mounts and trays. We received our 2019 loner UTV from Platinum Motor Sports. We have begun to get quotes for valve repairs on the County truck. We also had some minor repairs on Brush 7 and Eng 5

Respectfully submitted,  
Deputy Chief Shannon L. Witherell

# Lowell Area Fire Dept.

Lowell, MI

This report was generated on 6/3/2019 9:01:25 AM



## Basic Incident Info with Number of Responding Apparatus and Personnel for Date Range

Start Date: 05/01/2019 | End Date: 05/31/2019

DATE	INCIDENT #		INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
05/01/2019	2019-349		444 - Power line down		Lowell Township - Lowell Township	3	6
05/01/2019	2019-350		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	5
05/02/2019	2019-351		744 - Detector activation, no fire - unintentional		City of Lowell - City	2	2
05/02/2019	2019-352		611 - Dispatched & cancelled en route		City of Lowell - City	1	2
05/03/2019	2019-353		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	3
05/04/2019	2019-354		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	5
05/05/2019	2019-355		311 - Medical assist, assist EMS crew		Vergennes Township - Vergennes Township	2	3
05/05/2019	2019-356		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	5
05/06/2019	2019-357		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	5
05/07/2019	2019-358		600 - Good intent call, other		Vergennes Township - Vergennes Township	1	4
05/07/2019	2019-359		130 - Mobile property (vehicle) fire, other		Vergennes Township - Vergennes Township	2	6
05/07/2019	2019-360		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	3
05/08/2019	2019-361		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	3	9

Only REVIEWED incidents included.

DATE	INCIDENT #		INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
05/08/2019	2019-362		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	9
05/09/2019	2019-363		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	4
05/09/2019	2019-364		611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	2	6
05/11/2019	2019-365		412 - Gas leak (natural gas or LPG)		City of Lowell - City	2	8
05/13/2019	2019-366		324 - Motor vehicle accident with no injuries.		Vergennes Township - Vergennes Township	2	5
05/14/2019	2019-367		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	2
05/14/2019	2019-368		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	5
05/15/2019	2019-369		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	4
05/15/2019	2019-370		711 - Municipal alarm system, malicious false alarm		Lowell Township - Lowell Township	2	5
05/16/2019	2019-371		611 - Dispatched & cancelled en route		City of Lowell - City	1	4
05/16/2019	2019-372		551 - Assist police or other governmental agency		City of Lowell - City	2	6
05/16/2019	2019-373		444 - Power line down		Lowell Township - Lowell Township	1	6
05/16/2019	2019-374		150 - Outside rubbish fire, other		City of Lowell - City	1	3
05/16/2019	2019-375		324 - Motor vehicle accident with no injuries.		Lowell Township - Lowell Township	2	5
05/16/2019	2019-376		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	5
05/16/2019	2019-377		550 - Public service assistance, other		Lowell Township - Lowell Township	2	2
05/18/2019	2019-378		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	10

Only REVIEWED incidents included.

DATE	INCIDENT #		INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
05/19/2019	2019-379		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	3	10
05/20/2019	2019-380		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	2
05/20/2019	2019-381		611 - Dispatched & cancelled en route		City of Lowell - City	1	5
05/20/2019	2019-382		311 - Medical assist, assist EMS crew		Vergennes Township - Vergennes Township	1	4
05/21/2019	2019-383		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	4
05/21/2019	2019-384		611 - Dispatched & cancelled en route		City of Lowell - City	2	3
05/21/2019	2019-385		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	8
05/22/2019	2019-386		745 - Alarm system activation, no fire - unintentional		City of Lowell - City	1	3
05/22/2019	2019-387		444 - Power line down		Lowell Township - Lowell Township	2	4
05/22/2019	2019-388		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	9
05/23/2019	2019-389		745 - Alarm system activation, no fire - unintentional		City of Lowell - City	1	4
05/24/2019	2019-390		311 - Medical assist, assist EMS crew		Vergennes Township - Vergennes Township	2	3
05/24/2019	2019-391		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	3
05/24/2019	2019-392		611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1	1
05/24/2019	2019-393		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	3
05/25/2019	2019-394		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	3	6
05/25/2019	2019-395		600 - Good intent call, other		Lowell Township - Lowell Township	3	6

Only REVIEWED incidents included.



DATE	INCIDENT #		INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
05/26/2019	2019-396		611 - Dispatched & cancelled en route		City of Lowell - City	1	6
05/27/2019	2019-397		611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1	6
05/27/2019	2019-398		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	4
05/27/2019	2019-399		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	4
05/27/2019	2019-400		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	9
05/29/2019	2019-401		444 - Power line down		City of Lowell - City	1	3
05/30/2019	2019-402		411 - Gasoline or other flammable liquid spill		Vergennes Township - Vergennes Township	2	5
05/31/2019	2019-403		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	6	12
05/31/2019	2019-404		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	6

**TOTAL # INCIDENTS: 56**

Only REVIEWED incidents included.

# Lowell Area Fire Dept.

Lowell, MI

This report was generated on 6/3/2019 8:59:31 AM



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

Start Date: 05/01/2019 | End Date: 05/31/2019

ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: SCBA (Required)</b>	
0	54
1	1
2	1

<b>USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)</b>	
0	54
1	1
100	1

<b>USER-DEFINED FIELD: Hose 3 inch Feet used (Required)</b>	
0	55
1	1

<b>USER-DEFINED FIELD: Hose 5 inch feet used (Required)</b>	
0	55
1	1

<b>USER-DEFINED FIELD: Hand Tools Used (Required)</b>	
0	53
1	1
brooms, shovels oil dri	1
tic	1

<b>USER-DEFINED FIELD: Rescue Tools Used (Required)</b>	
0	54
1	1
Spreaders, jaws, sawzall	1

<b>USER-DEFINED FIELD: Water used (gal) (Required)</b>	
0	54
1	1
200	1

<b>USER-DEFINED FIELD: LUCAS (Required)</b>	
NO	56

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.

# Lowell Area Fire Dept.

Lowell, MI

This report was generated on 6/3/2019 8:58:55 AM



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

Start Date: 05/01/2019 | End Date: 05/31/2019

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	21	24:57
Lowell Township - Lowell Township	21	27:27
Vergennes Township - Vergennes Township	14	51:21
<b>TOTAL</b>	<b>56</b>	<b>103:45</b>

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



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 1306

Page # 1



# Lowell Area Fire Dept.

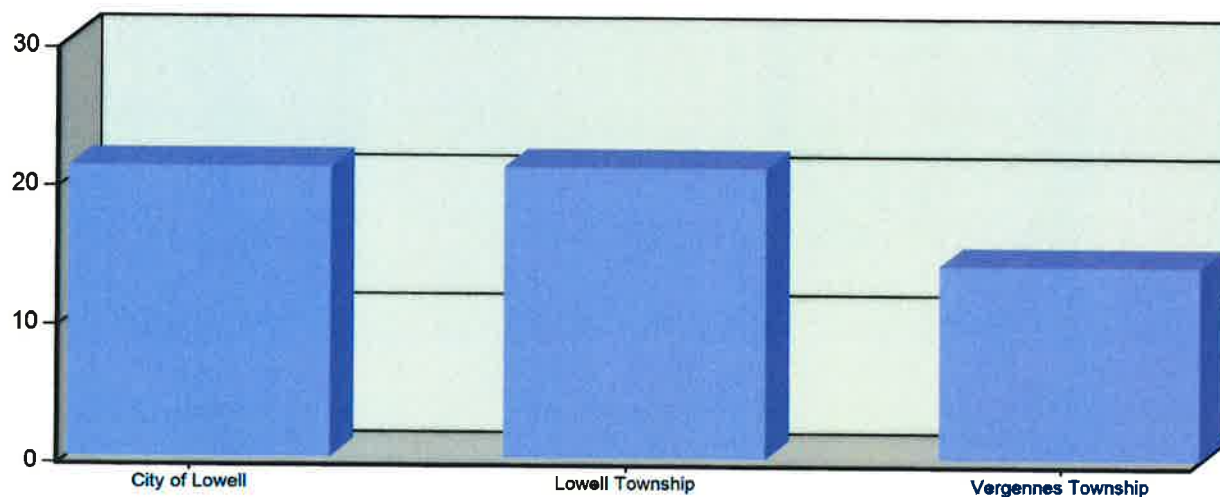
Lowell, MI

This report was generated on 6/3/2019 8:58:08 AM



## Incident Count per Zone for Date Range

Start Date: 05/01/2019 | End Date: 05/31/2019



ZONE	# INCIDENTS
City of Lowell - City	21
Lowell Township - Lowell Township	21
Vergennes Township - Vergennes Township	14
TOTAL:	56

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included.  
Archived Zones cannot be unarchived.

CITY OF LOWELL  
REPORT FOR : MAY  
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 18.17277 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE  
MONTH OF: MAY TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION  
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 285 HOURS, WHICH RESULTED IN  
346.25 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 181.82

ELECTRICAL COST PER MILLION GALLONS: \$ 231.38

TOTAL COST PER MILLION GALLONS: \$ 413.20

---

WATER PRODUCTION

DAILY AVERAGE: 0.586 MILLION GALLONS

DAILY MAXIMUM: 0.709 MILLION GALLONS

DAILY MINIMUM: 0.477 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 9.1935 HOURS PER DAY.