

HOWELL CITY COUNCIL MEETING AGENDA City Council Chambers, Lower Level – 7:00 P.M. 611 E. Grand River, Howell, MI 48843



Visit the City of Howell website at <u>www.CityofHowell.org</u> or download the My Howell MI app

Monday, May 19, 2025

COUNCIL -MANAGER GOVERNMENT

- Council Members and other officials normally in attendance:
- 1. Robert Ellis Mayor
- 2. Jacob Schlittler Mayor Pro Tem
- 3. Nikolas Hertrich Council Member
- 4. Luke Wilson Council Member
- Jan Lobur Council Member
 Alex Clos
- Council Member
 Erin Britten
 Council Member

Ervin J. Suida *City Manager*

Michael Dunn Police Chief

Sarah Gabis City Attorney

Deanna Robson *City Clerk*

- 1. Call to Order
- 2. Pledge of Allegiance (all stand)
- 3. Approval of Agenda
- 4. Approval of Consent Agenda:
 - A. Regular Meeting Minutes, May 12, 2025
 - B. Work Session Meeting Minutes, May 12, 2025
 - C. Bills
- 5. Call to the Public Items not on the Agenda
- 6. Reports by Council Members Serving on Boards & Commissions
- 7. Discussion/Approval Civic Events:
 - A. Chalking Through the Decades, Hometown District, July 19, 2025
 - B. Howell Melon Festival & Melon Run, Howell Area Parks & Recreation Authority, August 14-17, 2025
- 8. City Manager's Report
- 9. Unfinished Business
- 10. New Business
 - 11. Adjournment

Public Comment Guidelines

Members of the public are permitted to address a meeting of Council upon recognition by the Mayor. Each person shall begin by stating their name and address and shall be permitted to speak once on each agenda item for three (3) minutes. Agenda item 5 allows for Citizens' Comments on any non-agenda item. Where the Agenda provides Public Hearing comment, each person addressing the Council shall be limited to five (5) minutes regarding the specific agenda Public Hearing item. The Mayor may allow additional time at his/her discretion.

All remarks shall be addressed to the Council as a body, and not to any member. No person, other than members of the Council and the person having the floor, shall be permitted to enter into any discussion, either directly or through the members of the Council. No questions shall be asked to the Council Members, except through the Mayor. Any person making personal, impertinent, or slanderous remarks, or who shall become boisterous, while addressing the Council, may be requested to leave the lectern.

Interested parties, or their authorized representatives, may address the Council by written communication in regard to any matter concerning the City's business or over which the Council has control at any time by direct mail or by addressing the City Clerk, and copies will be distributed to Council Members.

1. Call to Order

The regular meeting of the Howell City Council was called to order by Mayor Ellis at 7:00 p.m.

Council Members Participating: Jan Lobur, Luke Wilson, Nikolas Hertrich, Mayor Pro Tem Jacob Schlittler, Alex Clos, Erin Britten and Mayor Robert Ellis.

Also Present: City Manager Erv Suida, Police Chief Michael Dunn, City Attorney Sarah Gabis, City Clerk Deanna Robson, Planning & Zoning Administrator Kristi Troy, DPS Deputy Director Mike Spitler, Finance Director Alyssa Miller, Kat Markovich, Tom Richardson, Dan Brockway, Susie Hill, Jeff Amayo and Aaren Currie.

2. Pledge of Allegiance

3. <u>APPROVED - Agenda</u> MOTION by Clos, SECOND by Schlittler, "To approve the agenda as presented." MOTION CARRIED (7-0).

- <u>APPROVED Consent Agenda</u> MOTION by Lobur, SECOND by Wilson, "To approve the Consent Agenda as presented." MOTION CARRIED (7-0).
- 5. <u>Call to the Public</u> None.
- 6. <u>Reports by Council Members Serving on Boards & Commissions</u>

Member Lobur reported that the SEMCOG General Assembly meeting is scheduled for June 12th at the Detroit Zoo; and the Regional Review Committee will meet on June 24th and select projects for the year.

Member Hertrich reported that the SEMCOG Justice40 Committee is on hold.

7. <u>Council Correspondence: Howell Public Schools Request for Placements of Banners on</u> <u>Light Posts</u>

MOTION by Clos, SECOND by Britten, "To approve the request from Howell Public Schools to display "Congratulations Howell Graduates" banners on light posts along North State Street from May 13, 2025 – June 6, 2025." MOTION CARRIED (7-0).

Mayor Ellis also introduced correspondence from Bob MacBride thanking staff for their cleanup work on Grand River Avenue and other City streets.

8. <u>PUBLIC HEARING: Fiscal Year 2025/2026 Budget</u> Mayor Ellis opened the public hearing at 7:03 p.m.

Mayor Ellis closed the public hearing at 7:03 p.m.

- <u>ADOPTED Resolution No. 2025-06, Fiscal Year 2025/2026 Budget Adoption</u> MOTION by Hertrich, SECOND by Wilson, "To adopt Resolution No. 2025-06, Fiscal Year 2025-2026 Budget." MOTION CARRIED (7-0).
- 10. <u>ADOPTED Resolution No. 2025-07, Fiscal Year 2024/2025 Budget Amendments</u> MOTION by Lobur, SECOND by Schlittler, "To adopt Resolution No. 2025-07, Fiscal Year 2024/2025 Budget Amendments." MOTION CARRIED (7-0).
- 11. ADOPTED Resolution No. 2025-08, Amend Poverty Exemption Income and Asset Test Guidelines

MOTION by Clos, SECOND by Britten, "To adopt Resolution No. 2025-08, Poverty Exemption Income and Asset Test Guidelines." City Manager Suida congratulated Assessor Peter Augostino on the recent audit. **MOTION CARRIED (7-0).**

12. City Manager's Report

- Displayed the City website with Depot Lot Fire & Ice Project updates.
- Announced that City received and additional \$500,000 in grant dollars from the MEDC for the Depot Lot Fire & Ice Project.
- Snedicor lot demo went out to bid on May 3rd, and the project is on track for completion in the late summer/fall.
- Discussed appropriations with Representative Woolford for the D19 interchange and the initiative was put forward to the Appropriations Committee, with results expected in June.
- Member Hertrich has been working on a DNR conversion for Lucy Road Park; appraisal results are expected next week.
- MEP permits have been successfully implemented with very few glitches.
- The utility rate study should be brought to Council at end of June or early July.

13. Unfinished Business

None.

14.<u>New Business</u>

MOTION by Clos, SECOND by Wilson, "To create a position of Deputy City Manager and delegate authority in the absence of the City Manager to act as the City Manager." MOTION CARRIED (7-0).

Susie Hill, 822 Spring, inquired about the Lucy Road Park property, a building on Walnut Street, mowing in the parks, and the tennis court at Baldwin Park.

15. Adjournment

MOTION by Wilson, SECOND by Britten, "To adjourn the regular meeting of the City Council at 7:17 p.m." MOTION CARRIED (7-0).

Robert Ellis, Mayor

Deanna Robson, City Clerk

Work Session Meeting of the Howell City Council Monday, May 12, 2025 Howell City Council Chambers 611 E. Grand River Avenue Howell, Michigan 48843

1. Call to Order

The Work Session of the Howell City Council was called to order by Mayor Rober Ellis at 5:33 p.m.

Council Members Participating: Jan Lobur, Luke Wilson, Nikolas Hertrich, Alex Clos, Erin Britten, Mayor Pro Tem Jacob Schlittler (arrived at 5:58 p.m.) and Mayor Robert Ellis.

Also Present: City Manager Erv Suida, City Attorney Sarah Gabis, City Clerk Deanna Robson, Planning & Zoning Administrator Kristi Troy, DPS Deputy Director Mike Spitler and Human Resources Manager Jamie Helman.

2. Call to the Public

None.

Mayor Ellis turned the meeting over to City Manager Erv Suida.

3. Discussed:

- A. Deputy City Manager Position
- B. Scofield City Park Staffing
- C. Depot Lot Fire & Ice Project Updates
- D. Potential Parking Ordinance Changes

4. New Business

None.

5. Adjournment

The Work Session adjourned at 6:38 p.m.

Robert Ellis, Mayor

Deanna Robson, City Clerk

CITY OF HOWELL WARRANT COVER May 19, 2025

ccounts Payable DTAL	\$ 1,135,0 Less DDA <u>\$ (9,4</u> <u>\$ 1,125,0</u>		
	3 1,125,6	<u>80.55)</u> 01.77	

EXP CHECK RUN DATES 05/20/2025 - 05/20/2025 POSTED PAID BANK ACCOUNTS' GECK - GENERAL FUND CHECKING

GL Number	Invoice Date	Vendor Name	BANK ACCOUNTS: GFCK - GENERAL FUND Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 101 GENER					2414	/	
Department: 000							
		BLUE CROSS BLUE SHTELD OF	HEALTH INSURANCE - POST 65 RETIREES -	TUNE 2025		692.34	1401
			HEALTH INSURANCE - PRE 65 RETIREES -			860.19	1399
101-000-083.001	05/20/2025	BLUE CROSS BLUE SHTELD OF	HEALTH INSURANCE - POST 65 RETIREES -	JUNE 2025		2,094.33	1401
			HEALTH INSURANCE - ACTIVE EMPLOYEES -			43,885.18	1400
		LIVINGSTON COUNTY TREASURE		05072025		2,134.33	106349
	00, 20, 2020				nt 000 GENERAL	49,666.37	100010
Department: 172		D		·····		,	
.01-172-727.000			CREDIT CARD CHARGES - CITY MANAGER -	05012025		20.00	1398
		AMAZON CAPITAL SERVICES, I		1MGP-XX9T-7NWC		489.04	106334
01 173 003 000	05/20/2025	VICA	CREDIT CARD CHARGES CITY MANAGER	05012025		14.99	1398
01-172-850 000	05/20/2025	VERTZON WTRELESS	CELLULAR COMMUNICATIONS - MARCH 26 -	6111020520		116.91	106362
01 - 172 - 030.000 01 - 172 - 057 000	05/20/2025	VERIZON WIRELESS	CREDIT CARD CHARCES - CITY MANACED -	0111930329		38.51	1398
01-172-957.000	05/20/2025		CREDIT CARD CHARGES - CITY MANAGER - CELLULAR COMMUNICATIONS - MARCH 26 - CREDIT CARD CHARGES - CITY MANAGER - CREDIT CARD CHARGES - DPW DIRECTOR -	05012025		149.00	1398
51-1/2-957.000	03/20/2023	VISA				828.45	1390
			1014	al Department 17	Z CITY MANAGER	020.43	
epartment: 191	FINANCE	VERIZON WIRELESS		6111020520		40.04	106262
01-101-920.000	05/20/2025	VERIZON WIRELESS	CELLULAR COMMUNICATIONS - MARCH 26 -			40.04	106362
				Total Departme	nt 191 FINANCE	40.04	
epartment: 215							1000
01-215-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - CLERK - APRIL 2	05012025	_	140.00	1398
				Total Depart	ment 215 CLERK	140.00	
epartment: 228	INFORMATION	TECHNOLOGY					
01-228-822.001	05/20/2025	FOWLERVILLE COMMUNITY SCHO	DTE POLE RENTAL FEE - 2025 2ND QTR	C2425-22		124.37	106343
01-228-850.005	05/20/2025	VERIZON WIRELESS	CELLULAR COMMUNICATIONS - MARCH 26 -	6111930529		40.64	106362
01-228-850.008	05/20/2025	VISA	CELLULAR COMMUNICATIONS - MARCH 26 - CREDIT CARD CHARGES - IT - APRIL 2025	05012025		50.76	1398
01-228-850.008		VISA	CREDIT CARD CHARGES - IT - APRIL 2025	05012025		595.00	1398
			Total Departme	ent 228 INFORMAT	ION TECHNOLOGY	810.77	
epartment: 261	GENERAL SER	VICE ADMINISTRATION					
			HEALTH INSURANCE - PRE 65 RETIREES -	JUNE 2025		4,911.48	1399
			HEALTH INSURANCE - POST 65 RETIREES -			8,983.11	1401
			Total Department 261 (ADMINISTRATION	13,894.59	
opantmont, 262							
epartment: 262 01-262-727.000		VIEA	CREDIT CARD CHARGES - CLERK - APRIL 2	05012025		2,011.08	1398
01-262-727.000			CREDIT CARD CHARGES - CLERK - APRIL 2 CREDIT CARD CHARGES - CLERK - APRIL 2			1,777.65	1398
01-202-727.000	05/20/2025	VISA					1230
				Total Department	262 ELECTIONS	3,788.73	
epartment: 265							
		APPLIED INNOVATION	COPIER CONTRACT - 4/7-5/6	2821641		321.91	1402
01-265-727.000			OFFICE SUPPLIES - KLEENEX, PENS, CLOR			54.33	106357
01-265-727.000			OFFICE SUPPLIES - PAPER	6030794977		184.95	106357
01-265-727.000			OFFICE SUPPLIES - BANKERS BOXES	6030794979		44.92	106357
01-265-727.000			OFFICE SUPPLIES - SOAP, TAPE, POST-IT			88.21	106357
01-265-727.001			CREDIT CARD CHARGES - CITY MANAGER -			48.97	1398
01-265-740.000			FLOOR MATS - PD/CH	4229593674		26.52	106338
		CLEAR RATE COMMUNICATIONS,	, ,	4003539		1,732.34	106339
01-265-920.000			ELECTRICITY - 611 E GRAND RIVER LBBY			4,346.32	106341
01-265-920 000	05/20/2025	DTE ENERGY	ELECTRICITY - 611 E GRAND RIVER BLDG	7031205012025		200.61	106341

GL Number Invoice Date Invoice Vendor Name Invoice Description Invoice Number Due Date Amount Check Number Fund: 101 GENERAL FUND Department: 265 Department: 265 05/20/2025 FUTY HALL VASTE REMOVAL SERVICE - COMMERCIAL - 0126423-1389-9 3320708272 114.73 106363 480.72 101-265-930.005 05/20/2025 PITNEY BOWES GLOBAL FINANC POSTAGE METER LEASE - 3/30-6/29/25 0126423-1389-9 3320708272 114.73 106363 480.72 Department: 270 PERSONNEL 101-270-727.000 05/20/2025 VISA CREDIT CARD CHARGES - HR - APRIL 2025 05012025 33.74 1398 101-270-801.000 101-270-801.000 05/20/2025 VISA CREDIT CARD CHARGES - HR - APRIL 2025 05012025 114471942 78.75 1405 1045 101-270-802.000 05/20/2025 VISA CREDIT CARD CHARGES - HR - APRIL 2025 05012025 1,023.86 1398 1398 101-270-900.000 05/20/2025 VISA CREDIT CARD CHARGES - HR - APRIL 2025 05012025 1,023.86 1398 1398 101-270-900.000 05/20/2025 VISA CREDIT CARD CHARGES - HR - APRIL 2025 05012025 1,003.1398 101-270-957.000 05/20/2025 CREDIT CARD CHARGES - HR - APRIL 2
Fund: 101 GENERAL FUND Department: 265 CITY HALL 101-265-920.003 05/20/2025 WASTE MANAGEMENT WASTE REMOVAL SERVICE - COMMERCIAL - 0126423-1389-9 101-265-930.005 05/20/2025 PITNEY BOWES GLOBAL FINANC POSTAGE METER LEASE - 3/30-6/29/25 320708272 480.72 106355 Total Department 265 CITY HALL 7,644.53
Department: 265 CITY HALL 101-265-920.003 05/20/2025 WASTE MANAGEMENT WASTE REMOVAL SERVICE - COMMERCIAL - 0126423-1389-9 114.73 106363 101-265-930.005 05/20/2025 PITNEY BOWES GLOBAL FINANC POSTAGE METER LEASE - 3/30-6/29/25 3320708272 480.72 106355 Total Department 265 CITY HALL
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101-270-727 000 05/20/2025 VTSA CREDIT CARD CHARGES - HD - ADDIT 2025 05012025 33.74 1202
101-270-801.000 05/20/2025 ISOLVED BENEFIT SERVICES FSA/HRA ADMIN SERVICES - APRIL 2025 I144871942 78.75 1405
101-270-822.000 05/20/2025 VISA CREDIT CARD CHARGES - HR - APRIL 2025 05012025 1,023.86 1398
101-270-900.000 05/20/2025 VISA CREDIT CARD CHARGES - HR - APRIL 2025 05012025 150.00 1398
101-270-822.00005/20/2025 VISACREDIT CARD CHARGES - HR - APRIL 2025 050120251,023.861398101-270-900.00005/20/2025 VISACREDIT CARD CHARGES - HR - APRIL 2025 05012025150.001398101-270-957.00005/20/2025 VISACREDIT CARD CHARGES - HR - APRIL 2025 05012025140.001398
Total Department 270 PERSONNEL 1,426.35
Department: 301 POLICE DEPARTMENT
101-301-727.000 05/20/2025 APPLIED INNOVATION COPIER CONTRACT - 4/7-5/6 2821641 55.91 1402
101-301-740.000 05/20/2025 AMAZON CAPITAL SERVICES, I BAGGIES FOR SPARE KEYS 1V9P-KVFJ-463Q 4.99 106334
101-301-740.000 05/20/2025 CINTAS FLOOR MATS - PD/CH 4229593674 26.52 106338
101-301-740.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 75.00 1398
101-301-740.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE DEPUTY C 05012025 138.00 1398
101-301-740.000 05/20/2025 AMAZON CAPITAL SERVICES, I ROAD FLARES 1KFF-T9HR-CTCD 308.38 106334
101-301-740.000 05/20/2025 AMAZON CAPITAL SERVICES, I LOCK-OUT KITS, SPEAKERS 1KMR-W1Y6-MKTF 403.18 106334
101-301-804.000 05/20/2025 LIVINGSTON COUNTY INFORMAT OSSI & CONNECTIVITY FEES (1ST & 2ND Q 14035 3,050.00 106351
101-301-822.000 05/20/2025 LIVINGSTON COUNTY INFORMAT OSSI SOFTWARE MAINTENANCE 14035 13,577.84 106351 101-301-822.000 05/20/2025 VECTOR SOLUTIONS GUARDIAN TRACKING INV116384 2,453.54 106360
101-301-822.000 05/20/2025 VECTOR SOLUTIONS GUARDIAN TRACKING INV116384 2,453.54 106360 101-301-850.000 05/20/2025 VERIZON WIRELESS CELLULAR COMMUNICATIONS - MARCH 26 - 6111930529 879.05 106362
101-301-860.000 05/20/2025 VERIZON WIRELESS CELLULAR COMMUNICATIONS - MARCH 20 - 0111950529 679.05 100502 101-301-860.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 1,462.74 1398
101-301-860.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 11,402.74 1398
101-301-860.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 32.94 1398
101-301-860.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 9.64 1398
101-301-860.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 28.73 1398
101-301-860.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 12.99 1398
101-301-860.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 929.94 1398
101-301-957.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 210.16 1398
101-301-957.000 05/20/2025 VISA CREDIT CARD CHARGES - POLICE CHIEF - 05012025 89.25 1398
Total Department 301 POLICE DEPARTMENT 24,071.29
Department: 441 PUBLIC SERVICE DEPARTMENT 101-441-741.000 05/20/2025 J J JINKLEHEIMER & CO DPW UNIFORMS 93730 73.34 106348 101-441-741.002 05/20/2025 J J JINKLEHEIMER & CO DPW UNIFORMS 93417 537.11 106348 101-441-741.002 05/20/2025 J J JINKLEHEIMER & CO DPW UNIFORMS 93729 97.92 106348 101-441-741.002 05/20/2025 J J JINKLEHEIMER & CO DPW UNIFORMS 93446 569.29 106348 101-441-802.000 05/20/2025 VISA CREDIT CARD CHARGES - DPW DIRECTOR - 05012025 298.00 1398 101-441-850.000 05/20/2025 VERIZON WIRELESS CELLULAR COMMUNICATIONS - MARCH 26 - 6111930529 137.54 106362 101-441-850.000 05/20/2025 CLEAR RATE COMMUNICATIONS - 5/11-6/10 4003539 255.02 106339
101-441-741.000 05/20/2025 J J JINKLEHEIMER & CO DPW UNIFORMS 93730 73.34 106348
101-441-741.002 05/20/2025 J J JINKLEHEIMER & CO DPW UNIFORMS 93417 537.11 106348
101-441-741.002 05/20/2025 J J JINKLEHEIMER & CO DPW UNIFORMS 93729 97.92 106348
101-441-741.002 05/20/2025 J J JINKLEHEIMER & CO DPW UNIFORMS 93446 569.29 106348
101-441-802.000 05/20/2025 VISA CREDIT CARD CHARGES - DPW DIRECTOR - 05012025 298.00 1398
101-441-850.000 05/20/2025 VERIZON WIRELESS CELLULAR COMMUNICATIONS - MARCH 26 - 6111930529 137.54 106362
101-441-920.000 05/20/2025 DTE ENERGY ELECTRICITY - 148 MARION ST - 4/2-5/1 3070405012025 230.34 106341 101-441-920.003 05/20/2025 WASTE REMOVAL SERVICE - COMMERCIAL - 0126423-1389-9 454.46 106363
Total Department 441 PUBLIC SERVICE DEPARTMENT 2,653.02
Department: 447 ENGINEERING DEPARTMENT
101-447-801.004 05/20/2025 HUBBELL ROTH & CLARK, INC PROFESSIONAL SERVICES - TAP GRANT 0226979 1,696.02 1404
101-447-801.004 05/20/2025 HUBBELL ROTH & CLARK, INC PROFESSIONAL SERVICES - CDS GRANT 0226993 1,064.00 1404
101-447-801.004 05/20/2025 HUBBELL ROTH & CLARK, INC PROFESSIONAL SERVICES - 2027 SAFETY G 0226995 149.80 1404

			BANK ACCOUNTS: GFCK - GENERAL FUND	CHECKING			
GL Number	Invoice Date	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 101 GENER							
Department: 447	ENGINEERIN	G DEPARTMENT			_		
			Total Departme	ent 447 ENGINEERING	DEPARTMENT	2,909.82	
Department: 448	STREET LIG	HTING & MAINTENANCE					
101-448-920.000			ELECTRICITY - 135 N. STATE ST - 4/2-5	3743005012025		91.24	106341
			Total Department 448	STREET LIGHTING & M	AINTENANCE -	91.24	
Departments 450							
Department: 450		5 BYRUM ACE HARDWARE	PARTS/SUPPLIES - TOOLS FOR VOLUNTERR	222215		9.99	106336
101 450 740.010	03/20/202.	BIROM ACE HARDWARE			-		100330
			Iotal Departmen	nt 450 PARKING LOT M	AINTENANCE	9.99	
Department: 567		_					George 34
			COMMUNICATIONS - 5/11-6/10	4003539		46.21	106339
101-567-920.000			ELECTRICITY - 920 ROOSEVELT - 4/2-5/1			201.39	106341
		CITY OF HOWELL	UTILITY BILLING - 920 ROOSEVELT - 2/2			163.74	106347
		WASTE MANAGEMENT	WASTE REMOVAL SERVICE - COMMERCIAL -			172.09	106363
			CREDIT CARD CHARGES - APRIL 2025	04252025		75.81	106352
101-201-331.001	. 05/20/2023	5 LOWE'S HOME CENTERS INC	CREDIT CARD CHARGES - APRIL 2025	04252025		49.19	106352
				Total Department 56	7 CEMETERY	708.43	
Department: 703	COMMUNITY /	ACTION PROMOTION					
101-703-880.004			CREDIT CARD CHARGES - FINANCE - APRIL	05012025		435.40	1398
		5 LOWE'S HOME CENTERS INC	CREDIT CARD CHARGES - APRIL 2025	04252025		417.90	106352
101-703-880.004			CREDIT CARD CHARGES - DPW DEP DIR - A			82.40	1398
101-703-880.004			CREDIT CARD CHARGES - DPW DEP DIR - A			25.73	1398
101-703-880.004			CREDIT CARD CHARGES - DPW DIRECTOR -			7.91	1398
101-703-881.000			CREDIT CARD CHARGES - CITY MANAGER -			2 6. 25	1398
		5 CITY OF HOWELL	UTILITY BILLING - 124 N STATE IRRG -			27.75	106347
		5 WASTE MANAGEMENT 5 CITY OF HOWELL	WASTE REMOVAL SERVICE - COMMERCIAL - UTILITY BILLING - 170 CATRELL - 2/25-			14.33 64.58	106363 106347
101-703-920.002	03/20/2023	S CITY OF HOWELL					100347
			Total Department	703 COMMUNITY ACTION	PROMOTION	1,102.25	
Department: 722	COMMUNITY I	DEVELOPMENT					
101-722-727.000			CREDIT CARD CHARGES - FINANCE - APRIL			14.99	1398
			PROFESSIONAL SERVICES - RETAINER APRI			1,300.00	1403
			PROFESSIONAL SERVICES - PLANNING CONS			760.00	1403
			CELLULAR COMMUNICATIONS - MARCH 26 -			120.66	106362
101-722-860.000			MILEAGE REIMBURSEMENT FOR PUBLIC MANA			114.66	106359
101-722-957.000	05/20/202:	O VISA	CREDIT CARD CHARGES - COMM DEV - APRI		-	70.75	1398
			Total Department	nent 722 COMMUNITY D	EVELOPMENT	2,381.06	
Department: 751							
101-751-727.000			CREDIT CARD CHARGES - HR - APRIL 2025			9.85	1398
		GOOSEWORKS, LLC	OPERATING SUPPLIES	5370		550.00	106345
		GLOBAL INDUSTRIAL	OPERATING SUPPLIES	123113010		503.07	106344
101-751-740.019			CREDIT CARD CHARGES - FINANCE - APRIL			157.94	1398
		5 BYRUM ACE HARDWARE	PARTS/SUPPLIES - MAINTENANCE SUPPLIES			152.35	106336
		5 HOWELL HARDWARE	PARTS/SUPPLIES - HARDWARE FOR SWIM AR			37.47	106346
		5 VERIZON WIRELESS	CELLULAR COMMUNICATIONS - MARCH 26 -	4003539		421.32 140.36	106362 106339
101-751-850.000		5 CLEAR RATE COMMUNICATIONS,	ELECTRICITY - 1108 CITY PARK - $4/2-5/10$			81.94	106341
101-751-920.000			ELECTRICITY - 1108 CITY PARK - $4/2-3/2$ ELECTRICITY - 1100 CITY PARK DR - $4/2$			137.13	106341
101 751 520.000	03/20/202.	JIE ENERGI	LECTRICITY IIVO CITY FARE DE - 4/2	5150505012025			TOOPTT

_	Invoice	_	BANK ACCOUNTS: GFCK - GENERAL	Invoi ce	Due		Check
GL Number	Date	Vendor Name	Description	Number	Date	Amount	Number
und: 101 GENERA							
Department: 751		CITY OF HOWELL	UTILITY BILLING - CITY PARK REST	BOOM 1240005072025		136.58	106347
			UTILITY BILLING - CITY PARK REST			218.06	106347
			WASTE REMOVAL SERVICE - COMMERCI			397.09	106363
L01-751-970.002			CREDIT CARD CHARGES - CITY MANAG			8,845.61	1398
L01-751-970.002			CREDIT CARD CHARGES - DPW DIRECT			2,500.00	1398
	,,			tal Department 751 RE	CREATION/PARKS	14,288.77	
				-	1 GENERAL FUND	126,455.70	
und: 203 LOCAL	STREET EUNP			TOCAT FUND TO	I GENERAL FUND	120,455.70	
epartment: 454							
03-454-775.000	05/20/2025	LOWE'S HOME CENTERS INC	CREDIT CARD CHARGES - APRIL 2025	04252025		69.20	106352
			Total Depa	artment 454 STORM SEW	ER MAINTENANCE	69.20	
				Total Fund 203 LOC	AL STREET FUND	69.20	
und: 226 RUBBIS							
Department: 528						35 633 46	100000
		WASTE MANAGEMENT	WASTE REMOVAL SERVICE - RESIDENT			35,632.19	106363
		WASTE MANAGEMENT	WASTE REMOVAL SERVICE - COMMERCI			3,232.85	106363
26-528-920.000		WASTE MANAGEMENT	WASTE REMOVAL SERVICE - COMMERCI			1,567.60	106363 106341
26-528-920.000			ELECTRICITY - 117 N. WALNUT - 4/ ELECTRICITY - 102 W. SIBLEY ST.			48.90 27.03	106341
26-528-920.000			ELECTRICITY - 102 w. SIBLET ST. ELECTRICITY - 122 E. SIBLEY - $4/$			34.15	106341
26-528-920.000			ELECTRICITY - 201 W. CLINTON - 4			22.44	106341
26-528-920.000			ELECTRICITY - 201 N. STATE ST -			2 3. 41	106341
	,,			artment 528 WASTE/REF	USE COLLECTION	40,588.57	
			Total F	und 226 RUBBISH & GAR	BAGE COLL FUND	40,588.57	
Fund: 248 DOWNTO	WN DEVELOPM	IENT AUTHORITY FUND				10,000101	
		VELOPMENT ACTIVITY					
		APPLIED INNOVATION	COPIER CONTRACT - DDA - 5/15-8/1			468.69	1402
48-728-802.000			CREDIT CARD CHARGES - DDA - APRI			350.00	1398
		CITY OF HOWELL	WAY FINDING SIGNS	000003874		3,629.31	106347
		VERIZON WIRELESS	CELLULAR COMMUNICATIONS - MARCH			40.64	106362
		CLEAR RATE COMMUNICATIONS,		4003539		46.21	106339
48-728-860.000 48-728-860.000			CREDIT CARD CHARGES - DDA - APRI CREDIT CARD CHARGES - DDA - APRI			79.00 35.00	1398 1398
48-728-860.000			CREDIT CARD CHARGES - DDA - APRI			71.12	1398
48-728-860.000			CREDIT CARD CHARGES - DDA - APRI CREDIT CARD CHARGES - DDA - APRI			40.00	1398
48-728-860.000			CREDIT CARD CHARGES - DDA - APRI			150.70	1398
48-728-860.000			CREDIT CARD CHARGES DDA ARA			150.70	1398
48-728-860.000			CREDIT CARD CHARGES - DDA - APRI			21.09	1398
48-728-860.000			CREDIT CARD CHARGES - DDA - APRI			7.15	1398
48-728-860.000			CREDIT CARD CHARGES - DDA - APRI			42.34	1398
48-728-860.000			CREDIT CARD CHARGES - DDA - APRI			1,527.47	1398
48-728-860.000	05/20/2025	VISA	CREDIT CARD CHARGES - DDA - APRI	L 202 05012025		1,519.26	1398
48-728-920.000			ELECTRICITY - 118 W CLINTON ST -			321.14	106341
248-728-920.002			UTILITY BILLING - 209 E CLINTON			165.40	106347
248-728-920.002	05/20/2025	CITY OF HOWELL	UTILITY BILLING - 118 W CLINTON	- 2/2 1054005072025		86.08	106347

EXP CHECK RUN DATES 05/20/2025 - 05/20/2025 POSTED PAID BANK ACCOUNTS: GFCK - GENERAL FUND CHECKING

			BANK ACCOUNTS: GFCK -	GENERAL FUND	CHECKING			
GL Number	Invoice Date	Vendor Name	Invoice Description		Invoice Number	Due Date	Amount	Check Number
		ENT AUTHORITY FUND						
		VELOPMENT ACTIVITY			1000101000000000			10012-05
48-728-920.016			ELECTRICITY - 522 E. SIB				18.56	106341
48-728-920.016			ELECTRICITY - 908 E. SIB				18.70	106341
48-728-920.016			ELECTRICITY - 1151 S. M				19.14	106341
48-728-920.016			ELECTRICITY - 218 E. SIB				18.39	106341
48-728-920.016			ELECTRICITY - 209 E CLIN				281.44	106341
18-728-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - DD	A - APRIL 202	05012025		8.02	1398
48-728-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - DD	A - APRIL 202	05012025		35.26	1398
8-728-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - DD	A - APRIL 202	05012025		32.20	1398
8-728-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - DD	A - APRIL 202	05012025		10.26	1398
8-728-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - DD	A - APRIL 202	05012025		47.00	1398
8-728-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - DD	A - APRIL 202	05012025		136.48	1398
8-728-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - DD	A - APRIL 202	05012025		12.00	1398
8-728-957.000			CREDIT CARD CHARGES - DD				70.00	1398
8-728-957.000			CREDIT CARD CHARGES - DD				21.80	1398
					ECONOMIC DEVELOR	MENT ACTIVITY	9,480.55	
					WN DEVELOPMENT A	-	9,480.55	
ind: 249 BUILDI								
epartment: 371								100 C
49-371-727.000			OFFICE SUPPLIES - STAMPE		6030794983		12.46	106357
9-371-727.000			CREDIT CARD CHARGES - CO				9.99	1398
		CARLISLE/WORTMAN ASSOCIATE					2,230.20	1403
9-371-801.000	05/20/2025	CARLISLE/WORTMAN ASSOCIATE	PROFESSIONAL SERVICES -	CODE CONSULTA	2179081		500.00	1403
9-371-801.000	05/20/2025	CARLISLE/WORTMAN ASSOCIATE	PROFESSIONAL SERVICES -	219 N WALNUT	2178895		270.00	1403
9-371-801.000	05/20/2025	CARLISLE/WORTMAN ASSOCIATE	PROFESSIONAL SERVICES -	202 S. MICHIG	2178894		505.00	1403
9-371-804.000	05/20/2025	ACTON, ROB G.	PLUMBING, MECHANICAL INS	PECTIONS & ME	05082025		100.00	106333
9-371-804.000	05/20/2025	ACTON, ROB G.	PLUMBING, MECHANICAL INS	PECTIONS & ME	05082025		200.00	106333
		ZIRKLÉ, LARRY	INSPECTIONS & PLAN REVI		05082025		100.00	106365
				Total Depar	tment 371 BUILD	ING DEPARTMENT	3,927.65	
				Total Fund	249 BUILDING DE	EPARTMENT FUND	3,927.65	
Ind: 408 LOOP R	ROAD PROJECT	FUND						
partment: 516								
8-516-801.004	05/20/2025	HUBBELL ROTH & CLARK, INC	PROFESSIONAL SERVICES -	LOOP RD	0226986		3,086.91	1404
8-516-801.004	05/20/2025	HUBBELL ROTH & CLARK, INC	PROFESSIONAL SERVICES -	LOOP RD	0226999		13,927.92	1404
	-	-			tment 516 ROAD F	ECONSTRUCTION .	17,014.83	
partment: 539	WATER MATH	PEHAR		τοται σεραι	CINCILL STO ROAD I	CCOND I NOC I TON	17,017.03	
		HUBBELL ROTH & CLARK, INC	PROFESSIONAL SERVICES -		0226986		1,543.46	1404
		HUBBELL ROTH & CLARK, INC HUBBELL ROTH & CLARK, INC			0226999		6,963.96	1404
0-339-0U1.004	03/20/2025	NUDBELL KUTH & CLAKK, INC	PROFESSIONAL SERVICES -				•	1404
				Total De	epartment 539 WAT	FER MAIN REHAB	8,507.42	
		WER CONSTRUCTION			100223307			1000
		HUBBELL ROTH & CLARK, INC			0226986		1,543.46	1404
8-548-801.004	05/20/2025	HUBBELL ROTH & CLARK, INC	PROFESSIONAL SERVICES -	LOOP RD	0226999		6,963.97	1404
			⊤otal	Department 54	8 SANITARY SEWER	R CONSTRUCTION	8,507.43	
				Total Fu	ind 408 LOOP ROAD	PROJECT FUND	34,029.68	
nd. 400 2022 c		NETRUCTION FUND						

Fund: 409 2023 CITY HALL CONSTRUCTION FUND

			BANK ACCOUNTS: GFCK - GENERAL FU	JND CHECKING			
GL Number	Invoice Date	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
GL NUMDER	Dale		Description	Number	Date	Amount	Number
		ONSTRUCTION FUND					
Department: 265						1 200 01	1400
			PROFESSIONAL SERVICES - PHASE 2 CO PROFESSIONAL SERVICES - PHASE 2 CO			1,398.01	1406
409-205-970.002	05/20/202	5 LINDHOUT ASSOC. ARCHITECTS	PROFESSIONAL SERVICES - PHASE 2 CO			3,261.99	1406
				Total Departmer	it 265 CITY HALL	4,660.00	
			Total Fund 409 2	2023 CITY HALL CON	ISTRUCTION FUND	4,660.00	
Fund: 482 DEPOT	LOT						
Department: 516	-	STRUCTION					
			PROFESSIONAL SERVICES - DEPOT LOT	FIE 0226981		5,313.10	1404
			PROFESSIONAL SERVICES - DEPOT LOT			62,088.10	1404
			CREDIT CARD CHARGES - APRIL 2025	04252025		193.12	106352
482-516-970.002			DEPOT LOT CONSTRUCTION	24245-1		292,446.09	106337
482-516-970.002			DEPOT LOT CONSTRUCTION	24245-2		297,658.76	106337
482-516-970.002			CREDIT CARD CHARGES - DPW DEP DIR			201.20	1398
482-516-970.002 482-516-970.002			CREDIT CARD CHARGES - DPW DIRECTOR			837.39 42.39	1398 1398
462-310-970.002	03/20/202	5 VISA	CREDIT CARD CHARGES - DPW DIRECTOR				1230
			Total De	epartment 516 ROAD	RECONSTRUCTION	658,780.15	
Department: 539				Sector Sector			
			PROFESSIONAL SERVICES - DEPOT LOT			664.14	1404
482-539-970.002	05/20/202	5 C.E. GLEESON 5 C.E. GLEESON	DEPOT LOT CONSTRUCTION	24245-1		36,555.76	106337
482-539-970.002	05/20/202	5 C.E. GLEESON		24245-2		37,207.35	106337
			Tota	l Department 539 W	ATER MAIN REHAB	74,427.25	
		EWER CONSTRUCTION					
			PROFESSIONAL SERVICES - DEPOT LOT	FIE 0226981		664.14	1404
482-548-970.002			DEPOT LOT CONSTRUCTION	24245-1		36,555.76	106337
482-548-970.002	05/20/202	5 C.E. GLEESON	DEPOT LOT CONSTRUCTION	24245-2		37,207.34	106337
			Total Department	t 548 SANITARY SEW	ER CONSTRUCTION	74,427.24	
				Total Fur	d 482 DEPOT LOT	807,634.64	
Fund: 590 SEWER	FUND						
Department: 536		EWER SYSTEMS					
590-536-741.000	05/20/202	5 J J JINKLEHEIMER & CO	DPW UNIFORMS	93417		537.11	106348
		5 J J JINKLEHEIMER & CO	DPW UNIFORMS	93729		97.92	106348
		5 J J JINKLEHEIMER & CO	DPW UNIFORMS	93730		73.34	106348
		5 J J JINKLEHEIMER & CO	DPW UNIFORMS	93446		569.29	106348
		5 J J JINKLEHEIMER & CO	DPW UNIFORMS	93446		569.29	106348
		5 VERIZON WIRELESS	CELLULAR COMMUNICATIONS - MARCH 26			20.02	106362
590-536-850.007		5 CLEAR RATE COMMUNICATIONS,	ELECTRICITY - 1865 GARFIELD ST BLD	4003539		438.45 102.21	106339 106341
590-536-920.004			ELECTRICITY - 1805 GARFIELD ST BLD ELECTRICITY - 1420 W. GRAND RIVER			558.47	106341
590-536-920.004			ELECTRICITY - 1920 W. GRAND RIVER			172.54	106341
590-536-920.004			ELECTRICITY - 603 ROOSEVELT ST - 4			230.73	106341
590-536-920.004			ELECTRICITY - 425 AUBREY ST - 4/2-			78.40	106341
590-536-920.004			ELECTRICITY - 1116 CITY PARK DR -			19.50	106341
590-536-920.004			ELECTRICITY - 1401 N. MICHIGAN AVE			279.40	106341
590-536-920.004			ELECTRICITY - 810 N. HIGHLANDER WA			30.51	106341
590-536-920.004			ELECTRICITY - 935 W. GRAND RIVER -			223.41	106341
590-536-920.004	05/20/202	5 DIE ENERGY	ELECTRICITY - 737 E. WASHINGTON -	4/2 3002/05012025		497.19	106341

EXP CHECK RUN DATES 05/20/2025 - 05/20/2025 POSTED PAID BANK ACCOUNTS: GECK - GENERAL FUND CHECKTAG

GL Number	Invoice Date	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 590 SEWER							
Department: 536							
590-536-920.004			ELECTRICITY - 511 WARBLER WAY - 4/2-5			85.32	106341
590-536-920.004	05/20/2025	DTE ENERGY	ELECTRICITY - 601 WEST ST - 4/2-5/1	6486705012025		286.41	106341
590-536-920.004	05/20/2025	DTE ENERGY	ELECTRICITY - 1502 MCPHERSON 4/2-5/1	3067805012025		17.65	106341
590-536-973.001	05/20/2025	BYRUM ACE HARDWARE	PARTS/SUPPLIES - SCREWS FOR MIU INSTA	A 223650		3.25	106336
			Total Departm	ent 536 WATER OR	SEWER SYSTEMS	4,890.41	
Department: 537	INDUSTRIAL	PRETREATMENT					
590-537-801.000	05/20/2025	MERIT LABORATORIES	NPDES TESTING	73554		666.00	106353
			Total Departme	nt 537 INDUSTRIA	_ PRETREATMENT	666.00	
Department: 564	TREATMENT P	PLANT					
590-564-727.000	05/20/2025	LOWE'S HOME CENTERS INC	CREDIT CARD CHARGES - APRIL 2025	04252025		80.66	106352
		NORTHWEST PIPE & SUPPLY IN	MISC FITTINGS	55811		82.20	1407
		NORTHWEST PIPE & SUPPLY IN		55774		32.51	1407
		J J JINKLEHEIMER & CO	DPW UNIFORMS	93417		585.96	106348
		J J JINKLEHEIMER & CO	DPW UNIFORMS	93729		106.84	106348
		J J JINKLEHEIMER & CO	DPW UNIFORMS	93730		80.00	106348
		J J JINKLEHEIMER & CO	DPW UNIFORMS	93446		621.04	106348
		NALCO WATER PRETREATMENT S		6660350100		153.67	106354
590-564-775.004			CREDIT CARD CHARGES - DPW DEP DIR - A			1,594.59	1398
		FISH DOCTORS, INC	FISH TANK	12359		201.96	106342
590-564-801_004	05/20/2025	HUBBELL ROTH & CLARK _ TNC	PROFESSIONAL SERVICES - MAHL STUDY	0226976		420.00	1404
590-564-802.000			CREDIT CARD CHARGES - DPW DIRECTOR -			298.00	1398
590-564-804.000			WWTP CONTRACTOR SERVICE - APRIL 2025			3,579.54	106356
		REPUBLIC SERVICES 237	BIOSOLIDS CAKE HAULING	0237-002158928		13,593.10	1408
		VERIZON WIRELESS	CELLULAR COMMUNICATIONS - MARCH 26 -			100.70	106362
			COMMUNICATIONS - 5/11-6/10	4003539		223.90	106339
590-564-920.000			ELECTRICITY - 1191 PINCKNEY RD - 4/1-			12,494.88	106341
		WILLIAM E. WALTER, INC	OLD HEADWORKS FURNACE REPLACEMENT	79905		19,970.00	106364
				328673		2,616.00	106361
590-564-957.000			TRAINING				
590-564-957.000			CREDIT CARD CHARGES - DPW DEP DIR - A			13.18	1398
590-564-957.000	05/20/2025	VISA	CREDIT CARD CHARGES - DPW DIRECTOR -		CATHENT DI ANT	350.00	1398
			Total	Department 564 TF		57,198.73	
				Total Fund !	590 SEWER FUND	62,755.14	
Fund: 591 WATER		VICE ADMINISTRATION					
591-261-900.000			CREDIT CARD CHARGES - DPW DIRECTOR -	05012025		60.00	1398
	,,	-				60.00	
Demostate - F36			Total Department 261	GENERAL SERVICE A		00.00	
Department: 536 591-536-741.000		J J JINKLEHEIMER & CO	DPW UNIFORMS	93417		537.11	106348
		J J JINKLEHEIMER & CO	DPW UNIFORMS	93729		97.92	106348
		J J JINKLEHEIMER & CO	DPW UNIFORMS	93730		73.34	106348
						40.04	106362
		VERIZON WIRELESS	CELLULAR COMMUNICATIONS - MARCH 26 -				
		HUBBELL ROTH & CLARK, INC		0226982		9,372.05	1404
			PROFESSIONAL SERVICES - DWAM GRANT AL			705.60	1404
291-220-8/3.001	. 05/20/2025	BYRUM ACE HARDWARE	PARTS/SUPPLIES - SCREWS FOR MIU INSTA			3.24	106336
			Total Departm	ent 536 WATER OR	SEWER SYSTEMS	10,829.30	

EXP CHECK RUN DATES 05/20/2025 - 05/20/2025 POSTED PAID BANK ACCOUNTS: GECK - GENERAL FUND CHECKING

nd: 591 WATER FUND PARTS/SUPPLIES - TOOLS FOR VOLUNTERR 222215 119.93 106336 1:564-741.002 05/20/2025 J JINKLIETMERR & CO DW UNFFORMS 93417 585.96 106348 1:564-741.002 05/20/2025 J JINKLIETMERR & CO DW UNFFORMS 93720 80.00 106348 1:564-741.002 05/20/2025 J JINKLIETMERR & CO DW UNFFORMS 93730 80.00 106348 1:564-741.002 05/20/2025 J JINKLIETMER & CO DW UNFFORMS 9346 621.04 106348 1:564-731.003 05/20/2025 VISA CREDIT CAND CHARGES - DW DIRECTOR - 050203 330.67 1388 1:564-731.003 05/20/2025 VISA CREDIT CAND CHARGES - DW DIRECTOR - 01139029 200.7 106352 1:564-801.000 05/20/2025 VISA CREDIT CAND CHARGES - DW DIRECTOR - 01139029 200.7 108352 1:564-802.000 05/20/2025 CREAR ALEX MULTACOMMINICATIONS - 1/21-6/10 01122025 98.44 106313 1:564-920.000 05/20/2025 DIE ENERGY ELECTRICITY - 144 MARION ST - 4/2-5/1 3050012025 5.240.31 106341 1:564-920.000 05/20/2025 DIE ENERGY ELECTRICITY - 315 NORTON RD - 4/2-5/1 3150012025 2.258.63 106341 <t< th=""><th></th><th></th><th></th><th>BANK ACCOUNTS: GFCK - GENERAL FUND</th><th>CHECKING</th><th></th><th></th></t<>				BANK ACCOUNTS: GFCK - GENERAL FUND	CHECKING		
partment: 564 TREATMENT PLANT 106336 1-564-74.000 05/20/2025 STRUM ACE INARDWARE PARTS/SUPPLIES - TOOLS FOR VOLUNTERR 222215 119.93 106336 1-564-74.000 05/20/2025 STRUM ACE INARDWARE PARTS/SUPPLIES - TOOLS FOR VOLUNTERR 22215 119.93 106336 1-564-74.100 05/20/2025 ST J INKLEHEUMER 4 CO DW UNIFORMS 93729 66.80 10338 1-564-74.100 05/20/2025 VISA CREDIT CARD CHARGES - DPW DIRECTOR 05012025 330.67 1398 1-564-75.003 05/20/2025 VISA CREDIT CARD CHARGES - DPW DIRECTOR 05012025 298.00 1398 1-564-802.000 05/20/2025 VISA CREDIT CARD CHARGES - DPW DIRECTOR 05012025 44.22 10333 1-564-802.000 05/20/2025 VISA CREDUT CARD CHARGES - DPW DIRECTOR 05012025 44.22 10333 1-564-802.000 05/20/2025 DIE ENERGY ELECULAR COMMINICATIONS - 5/11-6/10 400333 138.61 103641 1-564-802.000 05/20/2025 DIE ENERGY ELECULAR COMMINICATIONS - 5/11-6/10 400333 132.61 103341 1-564-920.005 05/20/2025 DIE ENERGY ELECURCITY - 146 MARION ST - 4/2-5/1130500012025 5.24.02 103	GL Number		Vendor Name			Amount	
partment: 564 TREATMENT PLANT 106336 1-564-74.000 05/20/2025 STRUM ACE INARDWARE PARTS/SUPPLIES - TOOLS FOR VOLUNTERR 222215 119.93 106336 1-564-74.000 05/20/2025 STRUM ACE INARDWARE PARTS/SUPPLIES - TOOLS FOR VOLUNTERR 22215 119.93 106336 1-564-74.100 05/20/2025 ST J INKLEHEUMER 4 CO DW UNIFORMS 93729 66.80 10338 1-564-74.100 05/20/2025 VISA CREDIT CARD CHARGES - DPW DIRECTOR 05012025 330.67 1398 1-564-75.003 05/20/2025 VISA CREDIT CARD CHARGES - DPW DIRECTOR 05012025 298.00 1398 1-564-802.000 05/20/2025 VISA CREDIT CARD CHARGES - DPW DIRECTOR 05012025 44.22 10333 1-564-802.000 05/20/2025 VISA CREDUT CARD CHARGES - DPW DIRECTOR 05012025 44.22 10333 1-564-802.000 05/20/2025 DIE ENERGY ELECULAR COMMINICATIONS - 5/11-6/10 400333 138.61 103641 1-564-802.000 05/20/2025 DIE ENERGY ELECULAR COMMINICATIONS - 5/11-6/10 400333 132.61 103341 1-564-920.005 05/20/2025 DIE ENERGY ELECURCITY - 146 MARION ST - 4/2-5/1130500012025 5.24.02 103	und: 501 WATER	EUND					
12-564-741.002 05/20/2025 97800 119.93 106336 12-564-741.002 05/20/2025 13 130.58 105348 12-564-741.002 05/20/2025 13 130.58 105348 12-564-741.002 05/20/2025 13 130.58 105348 12-564-741.002 05/20/2025 13 130.58 105348 12-564-741.002 05/20/2025 13 130.58 105348 12-564-741.002 05/20/2025 130.57 1396 12-564-751.003 05/20/2025 130.57 1396 12-564-850.000 05/20/2025 138.63 105359 12-564-850.000 05/20/2025 98.60 138.63 105359 12-564-850.000 05/20/2025 98.60 138.63 105359 12-564-850.000 05/20/2025 98.60 138.63 105359 12-564-850.000 05/20/2025 98.60 105342 12-564-850.000 05/20/2025 98.60 105342 12-564-800.000 05/20/2025 138.63 105315 12-564-800.000 05/20/2025 14.21<							
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EXP CHECK RUN DATES 05/20/2025 - 05/20/2025

		POSTED	PAID		
BANK	ACCOUNTS:	GFCK -	GENERAL	FUND	CHECKING

GL Number	Invoice Date	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
TOTALS BY	FUND						
		101	GENERAL FUND			126,455.70	
		203	LOCAL STREET FUND			69.20	
		226	RUBBISH & GARBAGE COLL FUND			40,588.57	
		248	DOWNTOWN DEVELOPMENT AUTHORITY FUND			9,480.55	
		249	BUILDING DEPARTMENT FUND			3,927.65	
		408	LOOP ROAD PROJECT FUND			34,029.68	
		409	2023 CITY HALL CONSTRUCTION FUND			4,660.00	
		482	DEPOT LOT			807,634.64	
		590	SEWER FUND			62,755.14	
		591	WATER FUND			33,756.60	
		640	EQUIPMENT POOL FUND			10,834.59	
		642	IT REPLACEMENT FUND			890.00	
		Total For All Funds:				1,135,082.32	

CITY OF HOWELL BANK OF ANN ARBOR CREDIT CARD DETAIL - April

CITY MGR \$ 4200 Office Supples CITY MGR \$ 4220 Office Supple/Kood & Bev CITY MGR \$ 26.25 Community Promotion CITY MGR \$ 38.51 Enduation/Training CITY MGR \$ 845.61 Project Costs CLERK \$ 1.077.65 Office Supplies CLERK \$ 1.077.65 Education/Training DDA \$ 7.15 Conference/Transportaion DDA \$ 7.15 Education/Training DDA \$ 12.00 Education/Training DDA \$ 12.02 Education/Training DDA \$ 21.20 Education/Training DDA \$ 21.20 Education/Training DDA \$ 21.20 Education/Training DDA \$ 21.00 Education/Training DDA \$ 71.12 Conference/Transportaion DDA \$ 71.12 Conference/Transportaion DDA \$ 150.70 <t< th=""><th>Dept.</th><th></th><th>Amount</th><th>Description</th></t<>	Dept.		Amount	Description
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CITY OF HOWELL MEMORANDUM

- To: MAYOR & CITY COUNCIL
- **FROM:** KYM LOCKHART, PUBLIC INFORMATION OFFICER
- **DATE:** MAY 14, 2025
- **RE:** CIVIC EVENT APPLICATION, CHALKING THROUGH THE DECADES

Attached is the completed Civic Event Application for Chalking Through the Decades, filed by the Hometown District (Cindy & Kelly). This event will take place on July 19, 2025, from 10:00 am until 5:00 pm.

The staff have reviewed the application, and their comments are attached.

In compliance with the City's Civic Event Policy, the sponsoring organization will be billed 50% of the cost for any city services utilized.

ACTION REQUESTED:

The Hometown District filed a motion to approve the Civic Event Application for Chalking Through the Decades (Cindy & Kelly). This event will occur on July 19, 2025, from 10:00 am until 5:00 pm.

REVIEWED & APPROVED FOR SUBMISSION:

Misti V

Kristi Troy Deputy City Manager

CITY OF HOWELL CIVIC EVENT APPLICATION STAFF RECOMMENDATIONS AND COMMENTS

EVENT TITLE: Chalking Through The Decades – 2025

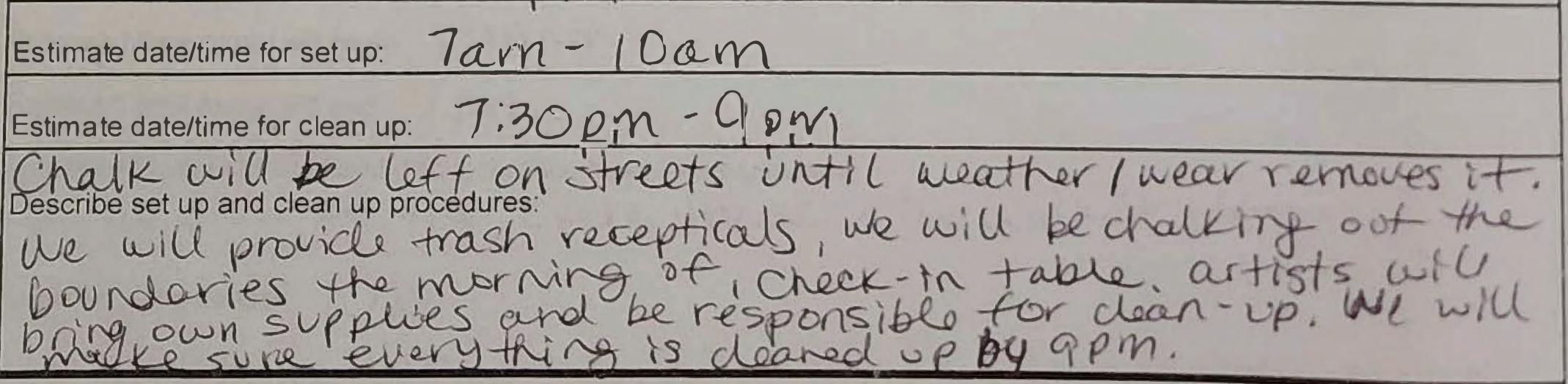
<u>Public Services</u> : Comments:	Ray Kraft DPW has no comment, cost estimate is \$150
Police:	Mike Dunn
Comments:	PD – No comment, no cost.
<u>Fire</u> :	Jamil Czubenko
	FD has no comments or cost for the chalk event.
Community Development :	Kristi Troy
Comments:	No cost, no comment
Downtown Development :	Kate Litwin
Comments:	No comments, no cost from DDA.

CITY OF HOWELL CIVIC EVENT APPLICATION

Complete and return this application to the City Clerk's Office Please refer to the Civic Event Policy for application deadlines *** A new application must be submitted each year.

*** FEES FOR CITY SERVICES WILL BE ASSESSED AT A MINIMUM OF 50% OF THE COST FOR ALL EVENTS

EVENT			The man were the second			1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-
Event Name:	LEINA TH	wough th	e Decad	les		
Event Purpose: Ch		+ contest	~			
SPONSORING O	A STATE OF THE OWNER	N INFORMATION	J. Andrew Market	and the second		
Legal Business Name	: HOMET	DUA D'IS	trict			
C Non-Profit	X Fo	or Profit	City Operated/S	ponsored	Co-Sponsored	
Address: 1000	. Grand	Kiver Alle	City: 460	jeil lier	State/Zip: M(48843
Mailing Add ress:			City:		State/Zip:	
Telephone:		Email Ad	dress:	hometan	Indistrict aq	mail.com
Contact Name: CIN	dy Keid	w		Title:		
Telephone:		Phone:	Email Add ress	5:		
CONTACT PERSO	ON ON DAY C)F EVENT	a the constant			mit water services
Name: Cindy	or Kel	LY.		Title:		
Address: NDW.	Grand 1	River Ave	City: Hau	sell		
Telephone:			Email Address	: homotou	undistrict agr	rail.com
TYPE OF EVENI	(Cneck Une)					
□ Marathon/Race	Biock Party	Political or Ballo	t Issue Event	□ Video or Filr	n Production	
Festival/Fair		Other (describe	, Art st	LOW		
EVENT INFORMA	TION		Care Care and Care an	Contraction of the second	I TO BULL THE REAL	a stranger
Fund Data(a)	1.1.10	2025				
Event Date(s): JU		2025				
Rain Date(s): HU	gust 3,0	2025				
Event Location(s):	Describe & Attac	h Map Walriv	t St. pet	WLLD For	rul Divor A	rel
Event Hours(s): 10	am - 5	om			Sibley	



EVENT INFORMATION (Continue)

Estimated Attendance: 1000 Describe crowd control plans for this event sidewalks will be dear, we can ask cheef Dunn if they can come out and walk_ the peat. Describe the Civic Event's impact on adjacent commercial and residential property: H will bring business to downtown but not blocking any businesses. Many routes going around area Will sidewalks be used? U YES NO If yes, include a detailed map outlining the proposed sidewalk use. Describe sidewalk use: X YES Will street closures be necessary? D NO If yes, include a detailed map including road closures and emergency vehicle access. Describe street closures: walnut st. between Sibley and Grand River Street closed: date/time: 7/19/25 7am - 9pm Street re-open: date/time: 7/19/25 9pm If the proposed event is a parade, list the point of origin, path, termination point and the number of entries. Will parking lot closures be necessary? □ YES X NO If yes, include a detailed map indicating proposed closures. Parking lot(s) location: Parking lot(s) closed: date/time: Parking lot(s) re-open: date/time: What parking arrangements are proposed to accommodate attendance? XYES Will music be provided/included during the event? D NO Music must conform to City Ordinance. Describe type of music proposed: □ Amplification Proposed time music will begin: 8:30 0-00 Proposed time music will end: $\mathcal{T}\rho W$ Proposed location of live band/disc jockey/loudspeakers/equipment:

On the side of the opera House - The walnut Room Describe noise control: N/W H won't be very Loud. We will be playing so's music.

Vill the e	vent require the use of	any of the foll	owing mu	inicipal	equipment? XYES I	I NO
X	Barricades	Quantity: C	1? -	need	blocked at e	,ach end
	Traffic Cones	Quantity:				
	Other (describe)	Quantity:				
	ollowing be constructed of any kind allowed on aspha		the event	area?		
	Booths:	Quantity:		×	Tables:	Quantity: 2
	Tents:	Quantity:			Rides:	Quantity:
	Awnings:	Quantity:			Other (describe)	Quantity:
	Canopies:	Quantity:			*Portable Toilets:	Quantity:
				rod c	May be required dependi	ng on event
'ou must al	tach a plan of the proposed	l layout. Include t	the propose	d locatio	n of booths, tents, tables, rides,	routes, portable toilets, etc.
	D YES	JENO pes of attract	<i>If yes,</i> tions / er	additioa		
F yes, de	D YES	Joino pes of attract	<i>If yes,</i> tions / er	additioa	nl insurance coverage will be re ment proposed:	
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f yes, de Vill electr	D YES	Join No. 100 March 100 Mar	If yes, tions / er	additioa	ni insurance coverage will be re ment proposed:	
Fyes, de Vill electr	□ YES scribe in detail the ty	y no pes of attract	If yes, tions / er	additioa	nl insurance coverage will be re ment proposed: If yes, describe in detail.	

If yes, describe measures to be taken to prohibit the sale of alcohol to minors. Do you plan to have special event signs? XYES INO Signs must conform to City ordinance. Describe signs proposed locations, etc. at end of Grand River. Hoping for a balloon arch and banner APPLICATION CHECK LIST (failure to provide necessary documentation will delay application review and approval) I have attached the following items:

- K Completed Application
- X Event Map (include detailed event layout and boundaries for all activities)
- X Detailed Plan showing road closures, sidewalk uses, etc.
- Certificate of Insurance and Indemnification (due to City Clerk's Office 30 days prior to first day of event)
- K Event Signage (description & location)
 - Schedule of activities for event
- Driver's License of Applicant

If document is missing, please explain;

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Howell as an additional insured on all applicable policies, and submit the certificate to the City Clerk's Office no later than thirty (30) days prior to the event.

Execute the attached Indemnification Agreement on the sponsoring organizations letterhead and submit it to the City Clerk's Office at the time of application.

Comply with all City and County ordinances, policies and applicable State & Federal laws, and acknowledges that the Civic Event permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies. All sponsors are required to comply with the Americans with Disabilities Act when applicable. The ADA does not require the City of Howell to take any action that would fundamentally alter the nature of its services, programs, activities, and facilities, or impose undue financial or administrative burden.

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval. For new events, a 75% deposit of estimated fees are required 30 days before the event.

Applicant and sponsoring organziation further understands the approval of this civic event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Civic Event Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and the City Council approval will be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval. *Any changes to the event after submitted or approved will require additional reviews and approval.*

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and or the Livingston County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of the Civic Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Si gature annua & Com

Complete this application and return it, along with all required documentation, to the City

Date

Application Receipt Date

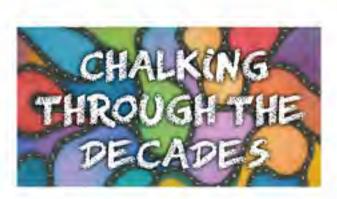
Clerk's Office prior to the application deadline. Please note that a new application must be submitted each year.

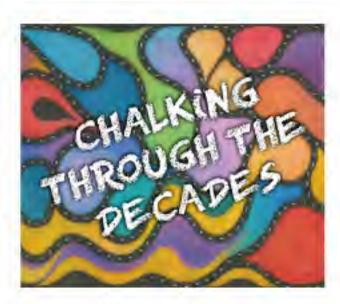
INDEMNIFICATION AGREEMENT

The <u>Chalking Trough the</u> (event sponsor) agrees to defend, indemnify, and hold harmless the City of Howell, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the <u>Chalking Trough the</u> (event name) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Howell or by third parties, or by the agents, servants, employees or factors of any of them.

Signature Ciphlia & Gmn Date	4/25/25
Printed Name Cynthia L. Conn Title	
Witness Date	

Printed Name









CITY OF HOWELL MEMORANDUM

- To: MAYOR & CITY COUNCIL
- **FROM:** KYM LOCKHART, PUBLIC INFORMATION OFFICER
- **DATE:** MAY 14, 2025
- **RE:** CIVIC EVENT APPLICATION, HOWELL MELON FESTIVAL & MELON RUN

Attached is the completed Civic Event Application for Howell Melon Festival & Melon Run, filed by the Howell Area Parks and Recreation Authority (Jordan Hilbrecht). This event will take place on August 14 – 17, 2025.

The staff have reviewed the application, and their comments are attached.

In compliance with the City's Civic Event Policy, the sponsoring organization will be billed 50% of the cost for any city services utilized.

ACTION REQUESTED:

A motion to approve the Civic Event Application for Howell Melon Festival & Melon Run, filed by the Howell Area Parks and Recreation Authority (Jordan Hilbrecht). This event will take place on August 14 – 17, 2025.

REVIEWED & APPROVED FOR SUBMISSION:

Bristi Sa

Kristi Troy Deputy City Manager

CITY OF HOWELL CIVIC EVENT APPLICATION STAFF RECOMMENDATIONS AND COMMENTS

EVENT TITLE: Melon Fest / Melon Run – 2025

<u>Public Services</u> : Comments:	Ray Kraft DPW has no comment, last year's cost was \$7,722.46
Police:	Mike Dunn
Comments:	PD: No comments – Last year's cost was \$8,100.73
<u>Fire</u> : committee.	Jamil Czubenko FD no comment or costs, we are working with the
<u>Community Development</u> :	Kristi Troy
Comments:	No cost, I do have to say axe throwing is something I didn't expect to see 😊
Downtown Development:	Lexie Wilcox
Comments:	No comment or costs from the DDA

CITY OF HOWELL

CIVIC EVENT APPLICATION

Complete and return this application to the City Clerk's Office Please refer to the Civic Event Policy for application deadlines *** A new application must be submitted each year. FEES FOR CITY SERVICES WILL BE ASSESSED AT A MINIMUM OF 50% OF THE COST FOR ALL EVENTS

EVENT		Product and a second	8	
Event Name:	Howell Melon Festival & Howel	ll Melon Run		
Event Purpose:	Community Celebration	of Local Melon		
SPONSORIN	G ORGANIZATION INFO	RMATION		/* \
Legal Business N	ame: Howell Area Parks and	Recreation Authority	/	to another the second second
🛛 Non-Profit	D For Profit	City C	Operated/Sponsored	Co-Sponsored
Address: 1661	N. Latson Rd.	City:	Howell	MI 48843 State/Zip:
Mailing Address:		City:	a ta antica a successione a	State/Zip:
Telephone:		Email Address:	Jhilbrecht@howellrecr	eation.org
Contact Name:	Jordan Hilbrecht		Title:	Recreation Manager
Telephone:	Cell Phone:		Address:	
	RSON ON DAY OF EVE	NT	and the second s	
Name: sar	ne as above	•	Title:	
Address:		City:		
Telephone:	Cell Phone:	Email	Address:	
TYPE OF EVE	ENT (Check One)			
X Marathon/Race	Block Party Po	olitical or Ballot Issue Eve	nt 🛛 Video or Film	n Production
🛛 Festival/Fair	□ Wedding □ Ot	ther (describe)		·····
EVENT INFOR	RMATION	Tarle - de		
Event Date(s):	8/14/2025 - 8/17/2025			
Rain Date(s):				
		Maps attached &	& schedules	
Event Location(s)	Describe & Attach Map August 14th State	St August 15th	Walnut & S Cer	nter August
Event Hours(s):	16th everything els	U		inter. Mugust
Estimate date/tim				
Estimate date/time	Everything A	ugust 17th		
Describe set up a	nd clean up procedures HAPRA barricad make p	ues, paneis, water bi	vill do all set up and cle bs and water barrels. ^v	ean up outside of Working with DPW to
				and an and a second

EVENT INFORMATION	(Continue)
Estimated Attendance: 40	0,000+
Describe crowd control plans working with PD, DPW, and F	for this event: Fire to make sure the event is successful and safe.
Describe the Civic Event's imp Will bring economic boos	pact on adjacent commercial and residential property: t to local businesses
Will sidewalks be used?	□ YES Ž NO If yes, include a detailed map outlining the proposed sidewalk use.
Describe sidewalk use:	
Will street closures be necess	ary? ⊠ YES □ NO
If yes, include a detailed map includin	ng road closures and emergency vehicle access. 100 Blocks of:
Describe street closures:	- N. State St - S. Walnut
	- N. Michigan Ave - S. Center - S. Michigan Ave - S. Center
	- N. Walnut - Grand River from Chestnut to Barnard
Street closed: date/time: Varied - check attac	
Street re-open: date/time:	Friday
If the proposed event is a para	de, list the point of origin, path, termination point and the number of entries.
	· · · · · · · · · · · · · · · · · · ·
Will parking lot closures be nei If yes, include a detailed map indication	
Parking lot(s) location: Stat	te St
Parking lot(s) closed: date/time	e: 8/14/25 - 8/17/25
Parking lot(s) re-open: date/tim	ne:
What parking arrangements a	re proposed to accommodate attendance?
Will music be provided/include	d during the event? № YES □ NO Music must conform to City Ordinance.
Describe type of music propos	ed: 🛛 Live 🖬 Amplification 🗆 Recorded 🖏 Loudspeakers
Proposed time music will begir	check schedule
Proposed time music will end:	
Proposed location of live band/	/disc jockey/loudspeakers/equipment:
Describe noise control:	

Nill the	event require the use o	of any of the f	ollowing m	unicipal	equipment? 🛛 🖄 YES	
ł	Barricades	Quantity:	See Maps	3	Electrical panels	s, water bibs on hydrants
ĸ	Traffic Cones	Quantity:	See Maps	S		-
	Other (describe)	Quantity:				
	following be constructe of any kind allowed on aspl		in the even	nt area?		
礿	Booths:	Quantity:	100+	٤	Tables:	Quantity:
Ø	Tents:	Quantity:	100+	٤	Rides:	Quantity:
D	Awnings:	Quantity:			Other (describe)	Quantity:
	Canopies:	Quantity:		Ø	*Portable Toilets: 10+	Quantity:
				*	May be required depend	ling on event
′ou must a	attach a plan of the propose	d layout. Includ	e the propose	ed location	of booths, tents, tables, rides	, routes, portable toilets, etc.
Vill the e	event have kiddie rides	, inflatables,	amusemer	nt rides,	live animals, or other fo	orms of entertainment?
	X YES		lf yes	s, additioar	nl insurance coverage will be r	equired.
	escribe in detail the t	•				
Vill elect	tric services be needed	d? ⊠ YES	□ NO		f yes, describe in detail.	
Will elect	ric services be needed	d? ⊠ YES	□ NO		f yes, describe in detail.	Working with DP
	tric services be needed	d? ⊠ YES ⊠ YES	□ NO □ NO		^f yes, describe in detail. ^f yes, describe in detail.	Working with DP
Vill other		⊠ YES		11		Working with DP
Vill other Vill other	r utilities be needed? r City facilities be need	⊠ YES led? ⊠ YES	□ NO □ NO	11	yes, describe in detail. yes, describe in detail.	Working with DP lach copy of valid Food License
Vill other Vill other Vill the e	r utilities be needed? r City facilities be need vent have food, bever	⊠ YES led? ⊠ YES	□ NO □ NO	ا ا ک YES	yes, describe in detail. yes, describe in detail.	
Vill other Vill other Vill the e Describe:	r utilities be needed? r City facilities be need	⊠ YES led? ⊠ YES age or conce Valnut	□ NO □ NO ssions?	lf Dryes Dryes	^T yes, describe in detail. ^T yes, describe in detail. □ NO <i>If yes, please at</i>	tach copy of valid Food License billity Insurance is required, as well
Vill other Vill other Vill the e Describe:	r utilities be needed? r City facilities be need went have food, bever Food Vendors on N V	⊠ YES led? ⊠ YES age or conce Valnut ved at this ev taken to prol	□ NO □ NO ssions? /ent?	lf Bryes Èryes alle of alc	i yes, describe in detail. I yes, describe in detail. □ NO If yes, please at □ NO If yes, Liquor Lia as a Special License from the f ohol to minors.	tach copy of valid Food License
Will other Will other Will the e Describe: Do you pla	r utilities be needed? r City facilities be need went have food, bever Food Vendors on N V an to have alcohol ser	⊠ YES led? ⊠ YES age or conce Valnut ved at this ev taken to prol s given to tho	□ NO □ NO ssions? /ent?	lf Bryes Èryes alle of alc	i yes, describe in detail. I yes, describe in detail. □ NO If yes, please at □ NO If yes, Liquor Lia as a Special License from the f ohol to minors.	tach copy of valid Food License bility Insurance is required, as well Michigan Liquor Control Commission

APPLICATION CHECK LIST (failure to provide necessary documentation will delay application review and approval) I have attached the following items:

- Completed Application
- Event Map (include detailed event layout and boundaries for all activities)
- 为 Detailed Plan showing road closures, sidewalk uses, etc.
- Certificate of Insurance and Indemnification (due to City Clerk's Office 30 days prior to first day of event)
- Event Signage (description & location)
- Schedule of activities for event
- Driver's License of Applicant

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Howell as an additional insured on all applicable policies, and submit the certificate to the City Clerk's Office no later than thirty (30) days prior to the event.

Execute the attached Indemnification Agreement on the **sponsoring organizations letterhead** and submit it to the City Clerk's Office at the time of application.

Comply with all City and County ordinances, policies and applicable State & Federal laws, and acknowledges that the Civic Event permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies. All sponsors are required to comply with the Americans with Disabilities Act when applicable. The ADA does not require the City of Howell to take any action that would fundamentally alter the nature of its services, programs, activities, and facilities, or impose undue financial or administrative burden.

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval. For new events, a 75% deposit of estimated fees are required 30 days before the event.

Applicant and sponsoring organization further understands the approval of this civic event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Civic Event Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and the City Council approval will be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval. *Any changes to the event after submitted or approved will require additional reviews and approval.*

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and or the Livingston County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of the Civic Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature

Date

Complete this application and return it, along with all required documentation, to the City Clerk's Office prior to the application deadline. Please note that a new application must be submitted each year.

Application Receipt Date

4/8/25

INDEMNIFICATION AGREEMENT

The <u>HAPRA</u> (event sponsor) agrees to defend, indemnify, and hold harmless the City of Howell, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the

<u>Melon Festivel</u> (event name) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Howell or by third parties, or by the agents, servants, employees or factors of any of them.

Signature	Date 4/8/25
Printed Name Jordan Hill brecht	Title Rec. Manager - Spec. Events
Witness Jemper Bace	Date 4/8/25
Printed Name Jennifer Baca	



Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission (MLCC) Mailing Address: P.O. Box 30005, Lansing, MI 48909 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID:

Request ID:

(For MLCC Use Only)

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. <u>It is</u> <u>strongly recommended that you submit the application as soon as you know the date of your event(s)</u>. Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Г

Applicant organization name: Howell Area P	arks and Recreation Aut	hority					
Applicant address: 1661 N. Latson Rd.							
City: Howell		Zip Code: 48843					
Contact name: Jordan Hilbrecht	Phone: 517-579-2867	Em	ail:	Jhilbrecht	@howellrecrea	ation.org	
Alternate contact name: Tim Church	Phone: 517-546-0693	Em	ail:	tchurch@	howellrecreati	ion.org	
1. Has the applicant organization previously	received a Special Licen	se? (• Yes	s ()No	Leav	e Blank - MLCC Use On	y
Michigan organizations must provide current articles of	incorporation filed with Michiga	In Corporation	ns Div	ision.			
Out-of-state organizations must provide: (a) current or certificate of good standing from state of incorporation; Michigan issued by the Michigan Corporations Division.							
2. Has the applicant organization been establ	ished for one (1) year or l	onger? (Ye	s ()No			
Date the applicant organization was established	(month/day/year):	201	5				
3. Is the applicant organization a municipalit	y?	(Ye	s (No			
Part 2 - Event Information - For requests at	more than one location	n, submit	sepa	rate form	s for each loc	ation.	
Address of event location: 100 Block of State	St.					•	
City, township, or village where event will be held:	Howell, MI 48843			County:	Livingston		-
. Will you submit your completed application is strongly recommended that you submit the application of the second strength of the second						(Yes	⊖ No
 Do you have permission from the propert he date(s) listed below (see pages 2-3) at this 	-	listed abo	ve to	hold you	r event(s) on	(Yes	⊖ No
B. Has the local law enforcement agency wi application for a Special License? (See Part 5 or application for a Special License?)		over the ev	/ent	location a	pproved this	(Yes	() No
Is the event location within 500 feet of a characteristic of the sector of the sect		on Page 5	5)			() Yes	⊖ No
. Is the event location outdoors or partially o	utdoors?					Yes	() No
If Yes, list the exact dimensions of the outdo Submit a clear diagram of the outdoor ser	vice area 4		et X	270	feet =	squa	e feet
with your application form.	Wid Wid to opclose the second live			Length			
Describe type and height of the barrier that	will be used to enclose th	ne outdoo	i are	d;			
3ike Rack Fencing 43" tall							
. Describe type of security that will be used in not visibly intoxicated persons:	or event(s) and how it w	/ill be utiliz	zed t	o secure a	nd monitor to	prevent sales to	minors
aid staff will be checking IDS and handing ou ime.	t wristbands and drinks	tickets are	only	sold in on	ne location in li	imited quantities	at a

7.	Is the eve	nt locatio	on situated in or on state owned land, such as a state park or National Guard armory?	() Yes	(No
lf	Yes, attach	па сору о	your documentary proof of approval to use the state owned land.		
8. 1	s there an	existing	liquor licensee issued at the event location, such as a Class C or Club license?	() Yes	(No
lf	Yes, the e	xisting li	censee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)		
9. 1	Will the ev	vent(s) in	volve an auction of donated wine?	() Yes	(No
ca	nnot be au	ctioned. If	e Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special Lic you request a Special License for on-premises consumption <u>AND</u> for a Wine Auction both on the same date at the s ate licenses and you must pay a license fee for both licenses.	ense; beer an ame location,	d spirits you are
			e sold and consumed under a Temporary Marihuana Event License issued by the Cannabis	() Yes	(No
			(A) within the proposed event area where alcoholic liquor will be sold and consumed?		
			on within the commons area of a Social District?	(Yes	
ar	ea of the S	ocial Dist	written documentation from the local governmental unit, including a clear diagram, that delineates the lict to be used exclusively for your event and the part to be used exclusively by the Social District permittee bursuant to MCL 436.1551(3). Submit the documentation and the diagram with this application.	part of the c es during th	ommons ie time
com <u>requ</u> on-p	plete the lesting Sporemises	information inform	nization may request up to twelve (12) Special Licenses total (one Special License per day) in a ca ion below <u>for each individual date</u> for which you are requesting a Special License at this lo <u>enses for consecutive days, completely fill out a separate box for each date.</u> If you request a tion AND for a Wine Auction both on the same date at the same location, you are requesting pay a license fee for both licenses. Describe event being held: Community Festival celebrating the Howell Melon	Special Lic	you are ense for
1			Special License will be used for: X Beer & Wine Service Beer, Wine, & Spirit Service] Wine Au	tion
	5pm Start Time	10pm End Time	Is this date a Sunday? () Yes () No If Yes, will alcohol be served between 7:00AM and 12:00 Noon?	OYes (
				()105 (/110
2	Aug 15 Da 5pm Start Time	-	Describe event being held: Community Festival celebrating the Howell Melon Special License will be used for: Image: Special License will be used for: Is this date a Sunday? Yes Is this date a Sunday? Yes] Wine Auc	tion
	Start mile	cha thine		()165 (/ 140
	Aug 16 Dat		Describe event being held: Community Festival celebrating the Howell Melon		
3	10am	11pm	Special License will be used for: 🔀 Beer & Wine Service 🗌 Beer, Wine, & Spirit Service	Wine Auc	tion
-	Start Time	End Time	Is this date a Sunday? (Yes (No If Yes, will alcohol be served between 7:00AM and 12:00 Noon?	OYes O	No
-	Aug 17, Dat		Describe event being held: Community Festival celebrating the Howell Melon		
4	10am	3pm	Special License will be used for: Beer & Wine Service Service Beer, Wine, & Spirit Service	Wine Auc	tion
S	tart Time		Is this date a Sunday? •Yes ONo If Yes, will alcohol be served between 7:00AM and 12:00 Noon?	OYes O	No
-			Describe event being held:		
-					
5	Date	e		14/2	
-			Special License will be used for: Beer & Wine Service Beer, Wine, & Spirit Service	Wine Auct	
S	tart Time	End Time	s this date a Sunday? OYes ONo If Yes, will alcohol be served between 7:00AM and 12:00 Noon? (Yes O	No
T			Describe event being held:		
-	Date				
5	Dutt	-			

	2		Special License will be	used for:	Beer	& Wine Service	Beer, Wine, & Spirit Service	Wine .	Auction
	Start Time	End Time	Is this date a Sunday?	OYes	() No	If Yes, will alcohol	be served between 7:00AM and 12:00 Noon?	OYes	() No
LCC-1	10 (01-23)	LAR	Is an equal opportunity employ	ver/program.	Auxiliary aids, see	rvices and other reasonable a	accommodations are available upon request to individuals wi	th disabilities.	Pa

7	Date	Describe event being held: -				
7		Special License will be used for:	Beer & Wine Service Beer, Wine, & Spirit Service Wine Aucti	on		
_	Start Time End Time	Is this date a Sunday? OYes (○ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ○ Yes ○ I	Vo		
_		Describe event being held:				
~	Date					
8		Special License will be used for:	Beer & Wine Service Beer, Wine, & Spirit Service Wine Aucti	on		
	Start Time End Time	Is this date a Sunday? OYes (○ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ○ Yes ○ N	١o		
-	LCC-110 (01-23)	Describe event being held:				
	Date					
9	Dute	Special License will be used for:	Beer & Wine Service Beer, Wine, & Spirit Service Wine Auction	on		
	Start Time End Time	Is this date a Sunday? CYes (○ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ○ Yes ○ N	lo		
-		Describe event being held:		_		
	Date					
0		Special License will be used for:	Beer & Wine Service Beer, Wine, & Spirit Service Wine Auction	on		
			No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? Yes N	lo		
	Start Time End Time	Is this date a Sunday? OYes (
	Start Time End Time	Is this date a Sunday? ()Yes (Describe event being held:		_		
	Start Time End Time			_		
1	Date		Beer & Wine Service Beer, Wine, & Spirit Service Wine Auctio	'n		
1	Date	Describe event being held: Special License will be used for:		_		
1	Date Start Time End Time	Describe event being held: Special License will be used for:	Beer & Wine Service Beer, Wine, & Spirit Service Wine Auctio	_		
1	Date Start Time End Time	Describe event being held: Special License will be used for:	Beer & Wine Service Beer, Wine, & Spirit Service Wine Auctio	_		
1	Date Start Time End Time Date	Describe event being held: Special License will be used for:	Beer & Wine Service Beer, Wine, & Spirit Service Wine Auctio	lo		
2	Date Start Time End Time Date	Describe event being held: Special License will be used for:	Beer & Wine Service Beer, Wine, & Spirit Service Wine Auction No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? Yes N	lo n		

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to State of Michigan. LCC-110 (01-23)

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: (per Special License requested)	50	If you request a Special License for on-premises	Leave Blank - MLCC Use Only		
x Number of Special Licenses:	4	consumption AND for a Wine Auction both on the same date at the	1		
= Special License Fees: MLCC Fee Code: 4008	200	same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.			
+ Sunday Sales Permit (P.M.) Fees: MLCC Fee Code: 4032	7.50				
+ Sunday Sales Permit (A.M.) Fee: MLCC Fee Code: 4033	160				
= TOTAL FEES DUE:	367.5	Make checks payable to: State of Michigan			

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Sean Dunleavy 517-546-3259

Print Name and Phone Number of President

Signature of Presiden

Tammy Beal	Jamme & Beal	
Print Name of Notary	Signature of Notary	<u>4-15-2025</u> Date
Notary Public, State of Michigan, County of Livingston	Acting in the County of Livingston	•
My commission expires		
Candie Hovarter 810-227-5225	Ducette	11575

Signature of Secretary

Print Name and Phone Number of Secretary

Tammy Beal	Janu	ne	& pheal	4-15-2005
Print Name of Nota	TAMMY L. BEAL	Sigi	nature of Notary	Date
	NOTARY PUBLIC - STATE OF MICHIGAN COUNTY OF LIVINGSTON My Commission Expires November 12, 2030		Acting in the County of Livingston	
My commission expires	Acting in the County of Livingston		11-12-2030	

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: Howell Police Departme	ent			
Name & title of reviewing officer: Michael Dunn - Chief of	Police			
Phone number of officer: 517-546-1330	Email of officer: mdunn@cityofhowell.org			
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? (•) Yes (•) No				
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit?				
I certify that I have reviewed the application of the applicat organization for a Special License and approve the issuance of Special License by the Michigan Liquor Control Commission a the proposed event location.	fa O	<u>5/6</u>	/ <u>2025</u> Date	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school:			
Address of church or school:			
City:		Zip Code:	
Phone number:	Email:		
Name of clergy member or superintendent:			
I, the authorized representative of the above nam school, state that the church or school has no obj issuance of a Special License to the applicant organ proposed event location.	ection to the	Signature of Clergy Member or Superintendent	Date

*Please note: the Commission has the sole and only right to approve or deny this request for a Special License.

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:				
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):					
Phone number:	Email:				
Name of authorized signer for licensee:					
, the authorized signer, for the above named on-premises icensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location. Signature of Authorized Signer for Licensee Date					

A CONTRACTOR OF THE OF	an Department of Licensing and Regulatory Affairs Liquor Control Commission (MLCC)	Business ID:				
	Mailing Address: P.O. Box 30005, Lansing, MI 48909 Toll-Free: 866-813-0011 - <u>www.michigan.gov/lcc</u>	Request ID: (For MLCC Use Only)				
(Required under Admi	ership or Board of Directors Authorizing the Applic inistrative Rule R 436.576 - Not Required for Candidate	-				
At a 🔀 Regular 🗌 Special r	meeting of the 🔲 Membership 🔀 Boa					
called to order by	on April 15th (Date)	at(Time)				
the following resolution was offered:		(
Moved by	and supported by					
that the application from						
	(Name of Organization)					
for a Special License to serve alcohol on Aug	gust 14th - August 17th 2025 (Event Date or Dates)					
to be located at <u>100 Block of N. State St. Howel</u> (Physica	ll MI 48843 I Address - Include Location Name, Street Address, City, Stat	te, & Zip Code)				
It is the consensus of this body that the applic	cation be Recommended (Recommended or Not Recommended	for issuance.				
	Approval Vote Tally					
	Yeas:					
	Nays:					
	Absent:					
Certification by Authorized Officer of Organization:						
I hereby certify that the foregoing is true and is a	a complete copy of the resolution offered and adopte	d by the				
Membership Board of Directors	at a 🔀 Regular 🗌 Special meeting held o	on Apirl 15th, 2025 . (Date)				
Print Name & Title of Authorized Officer	Signature of Authorized Officer	Date				



Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission (MLCC) Mailing Address: P.O. Box 30005, Lansing, MI 48909 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID:

Request ID:

(For MLCC Use Only)

Wine Auction Special License Wine Donation Record

List the name and address of each person that has donated wine to the applicant organization for the wine auction and list the brand(s) and quantity donated. The applicant organization shall not accept donations of wine from a business licensed by the Michigan Liquor Control Commission. An authorized officer of the applicant organization must sign this donation record form.

Applicant organization:			Wine auction date:		
Donor Name	Donor Address	Wine Bra	ind(s) Donated	Quantity Donated	
<u>-</u>			<u> </u>		

Signature of Authorized Officer

I hereby certify that all persons listed above have donated wine to the applicant organization listed above for this wine auction, to be conducted pursuant to the Michigan Liquor Control Code, MCL 436.1527. The persons listed above have donated wine to the applicant organization as individuals and not for or on behalf of any retail or nonretail business licensed by the Michigan Liquor Control Commission.

Print Name of Authorized Officer



Michigan Department of Licensing and Regulatory Affairs Finance and Administrative Services Revenue Services

LARA Revenue Services <u>is not</u> a part of the Michigan Liquor Control Commission (see note below).

Credit Card Authorization Form

** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ** ** DO NOT EMAIL OR MAIL THIS FORM **

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

* *<u>IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN</u> ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED**

Name on Card:		Payment Amount:				
Billing Address:			Card Number:			
City: State:	Zip Code:		Check One:			
Phone:			C MasterCard	⊖ Visa	C Discover	○ American Express
Email:			Security Code/CV	/V Code:		
Applicant/Licensee Name:	Request or Bu	siness ID #:	Expiration Date:			
Payment is f	 for:					
					Signature	
CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED. Credit Card Payment Itemization:		Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services .				
Fee Type	Fee Amount	Fee Code 4036				
Special License Fee(s):		- 4008	For requests that require a timely receipt of an application by MLCC to be processed, such as Special Licenses and tempo requests, please ensure that your application will be received adequate time to be processed by the MLCC after the paymer received and processed by LARA Revenue Services.			enses and temporary
Temporary Authorization Fee:		- 4037				
License Renewal Fee(s):	<u></u>	- 4004				
 Manufacturer License(s):		- 4038				
Wholesaler License(s):		4085				
New Retailer License(s):		4012				
Transfer Retailer License(s):		4034				
Conditional License		4012				
🔲 New Add Bar 📋 Transfer Add Bar:		4012/4034				
🔲 Sunday Sales Permit (AM):		4033				
Sunday Sales Permit (PM):		4032				
Catering Permit:		4031				

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Howell Melon Festival

Thursday

- 8 am State St Closes
 - Perrys Tents arrive
 - Porta Johns arrives
 - Fencing arrives
- 5 pm Tent Opens
 - Trivia 5:30 pm 7:30 pm
 - Jason Harper Band 8 pm 10 pm
- 10 pm Tent Closes
 - o 9:30 pm last call

Friday

- 8 am N. Walnut Closes & S. Center
 - Food vendors start to set up
- 10 am Pool delivered and start set up
 Will need water hook-up for this
 - 4 pm Clinton & 200 Block of N. State St. closes
 - Food vendors open
 - Packet Pick Up starts at 4:30 pm
 - Mascot Dash (6:00 pm), Melon Roll (6:15 pm), & Melon Mile set(6:30 pm) set up
- 5 pm Festival tent opens
- 6 pm Race course closes
 - o Clinton, Park St. Roosevelt, Scofield Park, Madison & all inside roads of the area
- 7 pm Melon 5k
- 9 pm Race Clean up & open streets
- 11 pm Festival Tent Closes
 - o 10:30 last call

Saturday

- 5 am Grand River Closes (closed from Byron to National, hard barricades at Chestnut, Barnard, Court, N. Michigan Ave. and S. Michigan Ave)
 - Vendor setup starts
 - o S. Walnut, N & S Michigan Ave, and S. Court St all close as well
- 8 am Main Stage starts to set up
- 9 am Vendor fair opens
- 10 am Events start
 - Flint Scottish Pipeband march from the library to the main stage
 - Festival tent opens
 - Car show
 - o Kids Melon Patch Opens (rock climbing, crafts, kids activities)
 - S. Michigan Stage Magician, Hawaiian Dancers, Small performers
 - Mechanical Bull

- Street Hockey
- 8 pm Main stage performance starts
- 10 pm Main stage performance ends
- 11 pm Festival tent closes & main stage tear down
 - o 10:30 pm last call

Sunday

- 5 am Farmers market set up
- 10 am all events start
 - Festival tent opens
 - Mimosas and beermosas
 - Kids Melon Patch Opens (rock climbing, crafts, kids activities)
 - o S. Michigan Stage Magician, Hawaiian Dancers, Small performers
 - Mechanical Bull
 - Street Hockey
- 5 pm all events end
 - Clean up and tear down start
- 7 pm all roads open

Additional Information

- HAPRA is working with 1st Presbyterian church, and they will be bringing their craft show out onto Grand River, all vendors are to follow the same rules and regulations as HAPRA vendors
- HAPRA is working with the Historical Society to host the car show on Grand River on Saturday 10 -2 pm
- HAPRA is working with the Chamber and Farmers Market to host the Farmers Market on Grand River on Sunday
- HAPRA has been in contact with Livingston County Art Alliance to work together on promoting Concerts at the Courthouse on Friday night
- HAPRA has been in contact with the DDA and various block captains to work together for the best promotional outcomes for downtown businesses.
- HAPRA has been in contact with Howell Rotary to provide a space for Melon Ice Cream sales on the courthouse lawn
- HAPRA has been in contact with county personnel about grounds use and equipment use.
- Road barricades will need to be ordered from Spartan Barricade to safely close Grand River, HAPRA, Howell PD, and DPW have been working on the requirements and equipment needed
- HAPRA, Howell PD, and DPW have been working to make sure the Melon Run course is properly and safely closed and Scofield Park and wood chip trail will be groomed before the run to ensure maximum safety levels.

• HAPRA is working with Howell Fire to make sure the event follows all rules and regulations for Grand River closure, food vendors, Main Stage Performance, and all other areas of the event.

Entertainment Vendors

- Thursday
 - Jason Harper
 - Trivia
- Friday
 - Concert at the Courthouse
- Saturday
 - Flint Scottish Pipe Band
 - Double Wide Ride
 - First Time Crush
 - Keith Ozment
 - ACP Entertainment
 - Mechanical Bull
 - o Princesses, Superheroes, Dancers, and Magicians (working on contracts still)

.

- Theater groups
- Sunday
 - Local artist in festival tent



N. Michigan Ave





N. Center St.



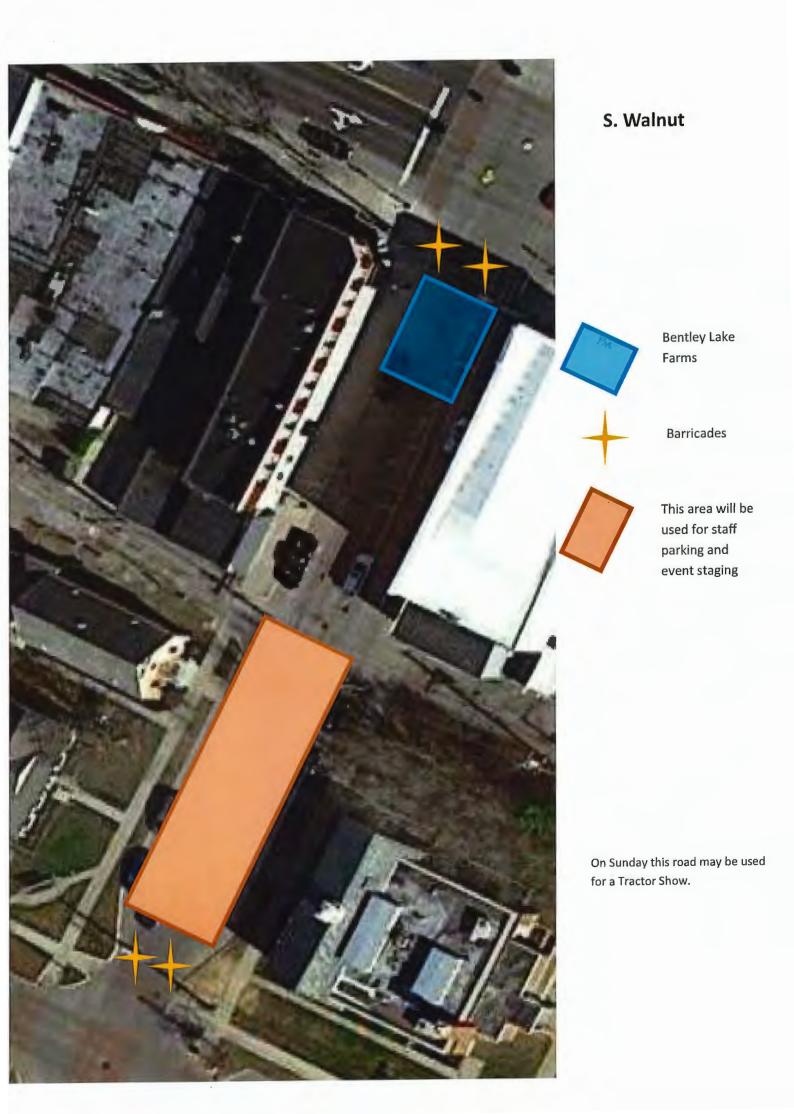
Kid Melon Patch with Bike rack fencing

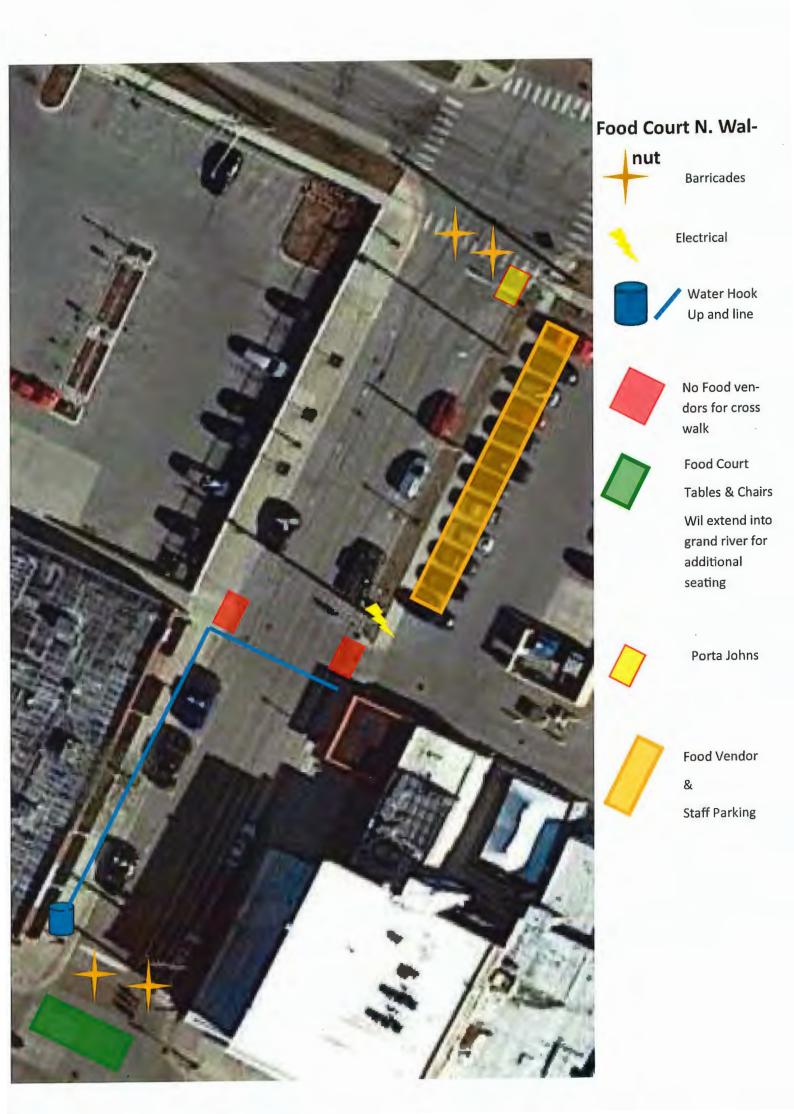
20 x 20 Tent

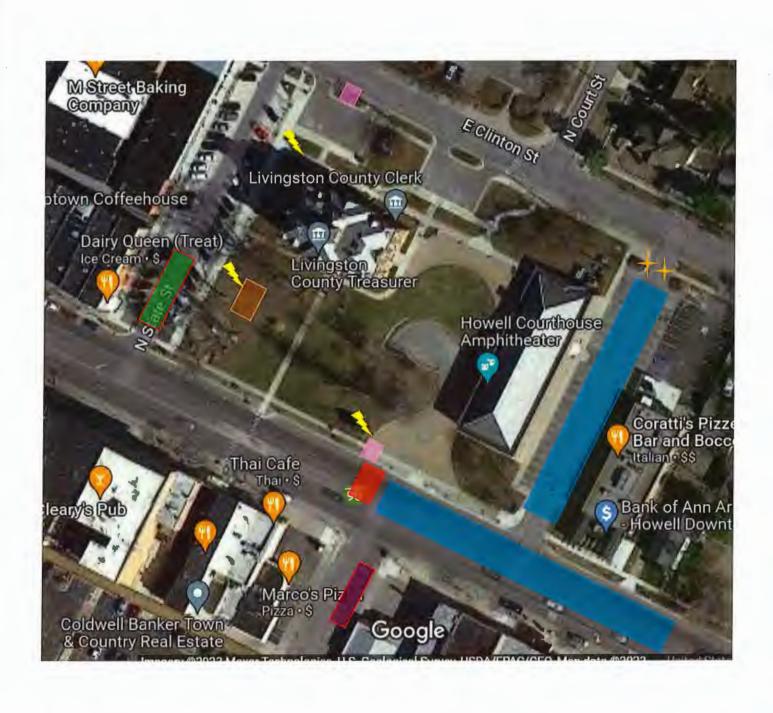


Electrical Throughout on the sides

State St.









Main Stage

Festival Tent

Car Show Saturday



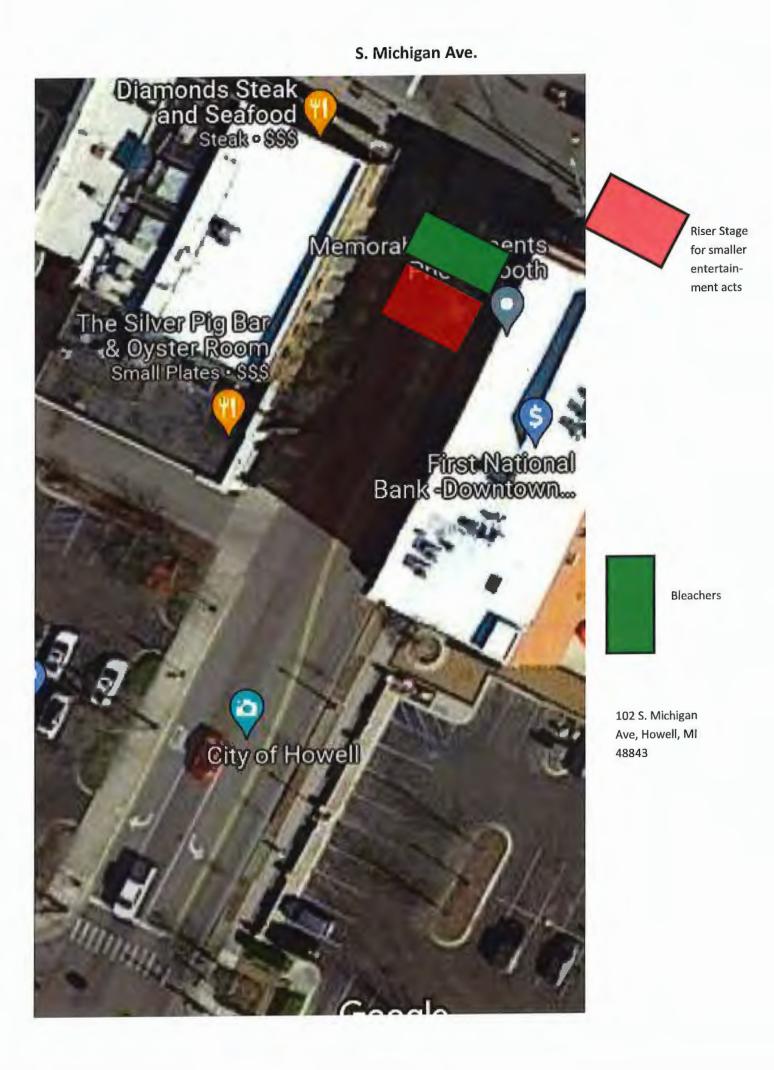
Load In Area

217 E Grand River Ave, Howell, MI 48843



Melon Ice Cream

Porta Johns

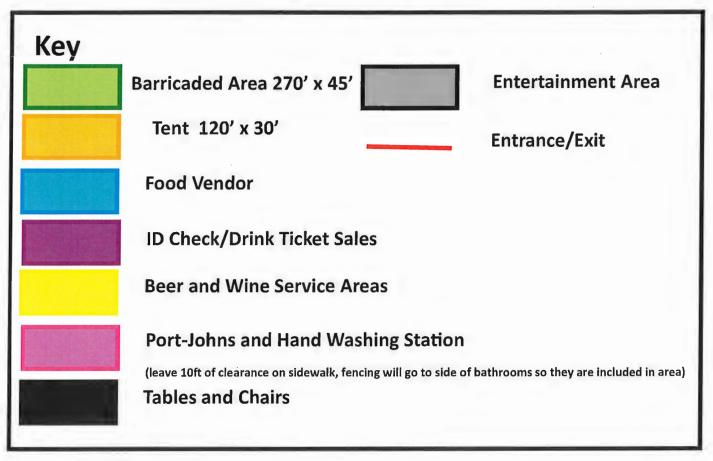






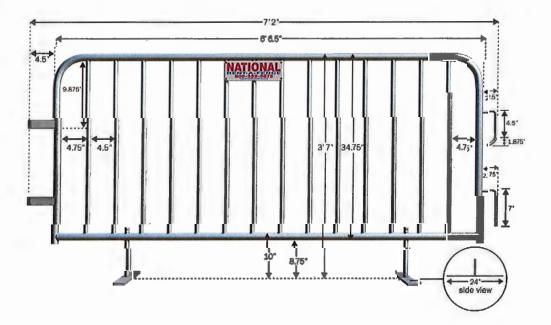
Electrical Throughout on the sides





Barricades

Width: 78.5" X Height: 43"



I would like to notify the council that we will not be doing the mechanical bull on N. Michigan Ave, but will instead offer axe throwing for a fee. This may cause some rearranging of the map, but nothing that will require changes to barricades or road shutdowns. We are using the same company that has been and is returning to Balloonfest. If you have any questions or concerns, please reach out.

Amended map - Attached

Warrior Throwing

- Setup: Saturday, August 16th, completed by 10:30am
- Axe Throwing: 11 am–5 pm on Saturday, August 16th, and 10 am 4 pm on Sunday, August 17th (**12 hours total**)
- Teardown: August 17th after the event

What Sets Us Apart

Unlike most axe-throwing setups, we don't just hand people an axe and hope for the best. Our experienced coaches (who have trained league throwers and worked in top-tier axe-throwing venues) work one-on-one with each participant to help them find a throwing style that clicks. We assign one coach for every two lanes to keep turnaround times fast and the action flowing smoothly, even when things get busy. There are dozens of ways to throw an axe—we make sure everyone learns, succeeds, and has a blast doing it.

Participant Info & Waivers

- Ages 12+ (insurance requirement)
- Waiver required (name, signature, date)
- Minors (under 18) need a parent/guardian's signature
- Closed-toe shoes are required
- Throwing fees will be determined and collected by Melon Festival personnel

Insurance & Liability

We are **fully insured** and will add you (and any required entities) as **additionally insured**. A certificate of insurance will be provided.



Outdoor Fenced Setup

Get ready for an unforgettable axe-throwing experience with our Outdoor Fenced Setup! These secure, fenced-in lanes are overseen by our expert coaches, with one coach assigned to every two lanes to keep things running smoothly and efficiently. Our coaches aren't just skilled at teaching technique—they're also funny, engaging, and know how to keep the energy up, making sure every thrower has a blast while learning to hit their mark. This setup keeps turnaround times fast, ensuring your guests spend less time waiting and more time throwing!

Howell Melon Festival Pricing:

2 Lanes - 1 Coach: \$2,795

4 Lanes – 2 Coaches: \$4,895

6 Lanes – 3 Coaches: \$5,945









2-Lane Outdoor Fenced Axe Throwing

