



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

**CITY OF LOWELL  
CITY COUNCIL AGENDA  
MONDAY, OCTOBER 19, 2020, 7:00 P.M.**

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

**2. CONSENT AGENDA**

- Approval of the Agenda.
- Approve and place on file the Regular minutes of the October 5, 2020 meeting.
- Authorize payment of invoices in the amount of \$238,180.55.

**3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA**

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

**4. OLD BUSINESS.**

- a. Showboat
- b. Lowell Township Water/Sewer
- c. MERS

**5. NEW BUSINESS**

- a. Monroe St./Washington St. Construction Overview
- b. Monroe St. and Washington St. USDA Scope of Services

**6. BOARD/COMMISSION REPORTS**

**7. MONTHLY REPORTS**

**8. MANAGER'S REPORT**

**9. APPOINTMENTS**

**10. COUNCIL COMMENTS**

**11. CLOSED SESSION – At the request of the City Manager to discuss performance review.**

**12. ADJOURNMENT**

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



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## MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, October 19, 2020

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

- Approval of the Agenda.
- Approve and place on file the minutes of the October 5, 2020 Regular City Council meeting.
- Authorize payment of invoices in the amount of \$238,180.55.

3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS

- a. Showboat – City Manager Michael Burns will provide an update.
- d. Lowell Township Water/Sewer – City Manager Michael Burns will provide an update.
- c. MERS – City Manager Michael Burns will provide an update.

5. NEW BUSINESS

- a. Monroe St./Washington St. Construction Overview – Memo is provided by Public Works Director Daniel Czarnecki.
- b. Monroe St. and Washington St. USDA Scope of Services – Memo is provided by Public Works Director Daniel Czarnecki.

Recommended Motion – The Lowell City Council approve the N. Monroe and Washington Avenue USDA Preliminary Engineering Report and Right-of-Way Map services with

Williams & Works, as outlined in their scope of services date October 14, 2020, for the amount of \$12,500.00.

6. BOARD/COMMISSION REPORT
7. MONTHLY REPORTS
8. MANAGER'S REPORT
9. APPOINTMENTS
10. COUNCIL COMMENTS
11. CLOSED SESSION – At the request of the City Manager to discuss performance review.
12. ADJOURNMENT

**PROCEEDINGS  
OF  
CITY COUNCIL MEETING  
OF THE  
CITY OF LOWELL  
MONDAY, OCTOBER 5, 2020, 7:00 P.M.**

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

The Meeting was called to order at 7:00 p.m. by Mayor DeVore and Deputy City Clerk Amy Brown called roll.

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

Absent: None.

Also Present: City Manager Michael Burns, Deputy City Clerk Amy Brown, DPW Director Dan Czarnecki and Chief of Police Chris Hurst.

2. **APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the minutes of the Regular minutes of the September 21, 2020 meeting.
- Authorize payment of invoices in the amount of \$462,343.33

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

YES: Councilmembers Canfield, Mayor DeVore, Councilmember Salzwedel, Councilmember Yankovich and Councilmember Chambers.

NO: None.

ABSENT: None.

MOTION CARRIED.

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

No comments.

4. **OLD BUSINESS.**

a. **MERS.**

City Manager Michael Burns stated there has not been any changes since the last update. He noted the audit was held last week. As mentioned at the last meeting there is about \$198,000 in revenues over expenditures and was hopeful to be able to take \$75,000 and put aside for the fire truck and the rest going toward the pension debt. Also, we received half of the public safety costs in August. These funds will be counted for as revenue for this fiscal year. The auditors suggested the possibility of taking a percentage of the water and sewer funds to utilize for the additional payment

b. **SHOWBOAT.**

City Manager Michael Burns stated he researched a number of municipalities that have event type centers. Even though these centers differ, when it comes down to how they operate they are pretty similar.

Burns and the Chamber came up with a number of rental and expense scenarios. There are a number of questions and concerns that need to be thought out and reviewed. What do we want to do as far as running it? Do we want the Chamber to run it? Dedicate a City employee? Mayor DeVore suggested having a member of the Showboat Committee present to help answer some of these questions.

5. **NEW BUSINESS.**

a. **MOL EASEMENT ACCEPTANCE.**

Lowell Light and Power General Manager Steve Donkersloot stated last month the LL&P Board approved and recommended to the City Council (for final approval) a Utility Easement Agreement with Samantha Mol, now known as Samantha Norman. The Agreement will allow LL&P to install electrical infrastructure on Norman's property to accommodate their neighbor's service being moved from overhead to underground.

It is the LL&P Board's recommendation for the City Council to approve the Utility Easement Agreement with Samantha Mol (now Norman) and Resolution #22-20.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS to approve Resolution 22-20 and the easement agreement.

YES: Mayor DeVore, Councilmembers Salzwedel, Yankovich, Chambers and Canfield.

NO: None.

ABSENT: None.

MOTION CARRIED.

b. **KENT COUNTY CARES ACT AGREEMENT.**

City Manager Michael Burns stated as part of the \$122 million Kent County received through the CARES Act, \$15 million was allocated for local government entities in Kent County. Of that amount, \$130,529.14 is being allocated to the City of Lowell through the allotment.

Burns confirmed with Kent County the funds must be used by no later than November 15, 2020, and if any funds are still in our possession and unused, the City is required to return them.

When the City was notified of the CARES Act funds, not much direction was given to how the funds can be utilized. Since then he has confirmed the County would allow us to reimburse payroll expenses for our Police Officers similar to what the City requested from the State of Michigan through the Public Safety and Public Health Payroll Reimbursement Program. Kent County stated we could do this as long as we didn't file a request from reimbursement for the months we had already applied for.

Burns projected this amount would equate to approximately three months of payroll expenses for our Police Department. If the Council were to approve this agreement, Burns would submit reimbursement for July, August and September for Police payroll expenses.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve the Grant Agreement from Kent County to receive the allotment of \$130,529.14 in CARES Act funding and utilize the funds for police payroll reimbursement as presented.

YES: Councilmembers Salzwedel, Yankovich, Chambers, Canfield, and Mayor DeVore.

NO: None.

ABSENT:

MOTION CARRIED.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Canfield stated the City withdrew the trails request but is on schedule for 2023 construction.

Councilmember Chambers stated there was a special meeting held by the LL&P Board on Tuesday. It was noted the board approved a new service truck.

Mayor DeVore stated the Fire Authority has held two meetings recently. Ron van Overbeek has retired as fire chief and Shannon Witherell has been appointed as interim fire chief. There was a special meeting after that to formulate a new chief job description. The county truck process has been put on hold as they will not engage in any process where there is a vacant position or interim chief. Meetings will now be held on the second Thursday of each month at 7 p.m. DeVore noted a new attorney has also been hired.

7. **MANAGER'S REPORT.**

- Burns sat in on the interviews for two finalist for the new LL&P General Manager. Charlie West has been hired. Burns was very impressed with him and believes he will be a good fit.
- Friday the Michigan Supreme Court rescinded Governor Whitmer's orders. As confusing as the orders were, the rescinded are just as bad. There are many confusing areas. The other issue is water shut offs. He was hopeful that in the next few days there is more guidance.

8. **APPOINTMENTS.**

By general consensus, Eric Wakeman was reappointed. Mike Sprenger wishes to continue to serve on the DDA board as an at large member.

9. **COUNCIL COMMENTS.**

Councilmember Yankovich encouraged citizens to come to Coffee with Council.

Councilmember Salzwedel also encouraged citizens to attend Coffee with Council.

Councilmember Canfield missed the Coffee with Council as he was on vacation.

Councilmember Chambers thanked everyone for helping with the Pink Arrow Drive In. The Police Officers that were present were amazing and interacted with the public.

Mayor DeVore stated the Community Clean Up was held last Saturday. The Pink Arrow Drive In was great and there were lots of volunteers. He gave a special shout out to Marty Chambers for all of his work. DeVore and Chambers were also on a radio station to talk about Pink Arrow. On Saturday, October 10 the Chamber and Impact Church will be lighting fireworks off. DeVore also thanked Burns for putting together the scenarios on the Showboat.

10. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 7:50.  
YES: 5. NO: NONE. ABSENT: None.  
MOTION CARRIED.

DATE:

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Mike DeVore, Mayor

APPROVED:

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Sue Ullery, Lowell City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 22-20**

**RESOLUTION APPROVING AND AUTHORIZING  
EXECUTION OF A UTILITY EASEMENT AGREEMENT  
WITH SAMANTHA MOL NOW KNOWN AS SAMANTHA  
NORMAN**

Councilmember YANKOVICH supported by Councilmember CHAMBERS moved the adoption of the following resolution:

**WHEREAS**, the City, through its Department of Light and Power (“LL&P”), is installing overhead and underground electric and communications infrastructure and related appurtenances at 3120 Pratt Lake Avenue SE (the “Improvements”); and

**WHEREAS**, it is necessary that the City obtain an easement over a portion of property owned by Samantha Mol, now known as Samantha Norman, (the “Grantor”) for the Improvements; and

**WHEREAS**, the Grantor is willing to provide said easement pursuant and subject to the terms and conditions of a Utility Easement Agreement (the “Agreement”) between it and the City; and

**WHEREAS**, the Lowell Board of Light and Power has reviewed and recommended approval of the Agreement.

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

1. That the Agreement in the form presented at this meeting is approved with such modifications not materially adverse to the City approved as to content by the Manager of LL&P and as to form by the City Attorney.



2. That the Mayor and City Clerk are authorized and directed to execute the approved Agreement for and on behalf of the City.

3. That once the Agreement is executed by the Grantor and the City, the City Clerk shall cause the fully executed Agreement to be recorded with the Kent County, Michigan Register of Deeds.

4. That all resolutions or parts of resolutions, to the extent of any conflict herewith, are hereby rescinded.

YEAS: Councilmembers Mayor DeVore, Councilmembers Salzwedel, Yankovich,  
Chambers and Canfield

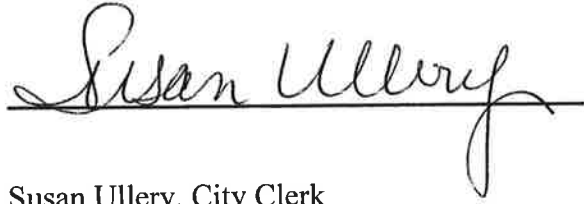
NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**

**DATED: OCTOBER 5, 2020**

A handwritten signature in cursive script, reading "Susan Ullery", written over a horizontal line.

Susan Ullery, City Clerk

**CERTIFICATION**

I, the undersigned Clerk of the City of Lowell, Michigan (the "City"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City at a regular meeting held on October 5, 2020, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: October 5, 2020

A handwritten signature in cursive script, reading "Susan Ullery", written over a horizontal line.

Susan Ullery, City Clerk

User: LORI

EXP CHECK RUN DATES 10/03/2020 - 10/16/2020

DB: Lowell

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Invoice	Description	Amount
00050	BERNARDS ACE HARDWARE	09/30/2020	ACCOUNT STATEMENT	409.16
TOTAL FOR: BERNARDS ACE HARDWARE				409.16
10686	BETTEN BAKER	136921	LPD #841 2010 FUSION HYBRID	35.23
		137038	#20 - 2008 CHEVY R & M	1,800.38
		137087	#7 FUEL TRUCK - 97 CHEVY	422.18
		137176	#1 1999 CHEVY SILVEREADO	1,530.57
TOTAL FOR: BETTEN BAKER				3,788.36
00053	BIERI AUTO BODY INC.	9/22/2020	2015 EXPLORER DAMAGE - POLICE	3,754.35
TOTAL FOR: BIERI AUTO BODY INC.				3,754.35
10483	BOURGETTE, BOB	10/15/2020	SAW BLADES REIMBURSEMENT	10.54
TOTAL FOR: BOURGETTE, BOB				10.54
10656	CARLETON EQUIPMENT	02-450711	#37 BOBCAT SKIDSTEER	1,947.54
TOTAL FOR: CARLETON EQUIPMENT				1,947.54
10509	CONSUMERS ENERGY	9/1 - 9/30/2020	AIRPORT STREET LIGHT	26.03
TOTAL FOR: CONSUMERS ENERGY				26.03
00132	D&D TRUCKING ACQUISITION, LLC	31190	1997 CHEVY #7 FUEL TRUCK	621.53
		31277	#36-1 2019 GRASS KING BOOM ARM	552.75
		31279	#36 1983 JOHN DEERE TRACTOR	1,228.14
TOTAL FOR: D&D TRUCKING ACQUISITION, LLC				2,402.42
02035	DIGITAL OFFICE MACHINES, INC.	19193	DPW COPY MACHINE	42.46
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.				42.46
10485	ELECTIONSOURCE	20-55409	BALLOTCHART.COM CREATION	70.00
TOTAL FOR: ELECTIONSOURCE				70.00
00744	ETNA SUPPLY COMPANY	S103696327.001	625 CHATHAM BACK FLOW	646.96
		S10369874.001	METER PIT	240.00
TOTAL FOR: ETNA SUPPLY COMPANY				886.96
10670	FAHEY SCHULTZ BURZYCH RHODES PLC	55090/55091	COLLECTIVE BARGAINING/EMPLOYMENT MATTERS	2,510.50
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC				2,510.50
10536	FANDANGLED CUSTOM APPAREL & GIFTS	2075	APPRECIATION PLAQUE - SPRENGER	40.00
TOTAL FOR: FANDANGLED CUSTOM APPAREL & GIFTS				40.00
10673	FERGUSON WATERWORKS	0111300	METER SALES	2,492.19
TOTAL FOR: FERGUSON WATERWORKS				2,492.19

User: LORI

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BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Invoice	Description	Amount
00225	GRAND RAPIDS COMMUNITY COLLEGE	9/16 - 9/30/2020	TAX DISBURSEMENT	1,828.03
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE				1,828.03
00232	GRAND VALLEY METRO COUNCIL	3306	GVMC DUES 2020-2021	1,021.00
TOTAL FOR: GRAND VALLEY METRO COUNCIL				1,021.00
10706	GREENOP, JILL	10/16/2020	FINAL PYMT HDC GRANT	105.00
TOTAL FOR: GREENOP, JILL				105.00
01508	GTW	228521	SEPT CYLINDER RENTAL	33.84
TOTAL FOR: GTW				33.84
00710	HAROLD ZEIGLER FORD, INC.	220402	2010 FUSION HYBRID - POLICE	172.48
		220479	2015 EXPLORER - POLICE	391.95
		220509	2016 EXPLORER - LPD	1,486.08
TOTAL FOR: HAROLD ZEIGLER FORD, INC.				2,050.51
MISC	HILL, KAREN	10/14/2020	REFUND CEMETERY III, 354, 7	100.00
TOTAL FOR: HILL, KAREN				100.00
02102	HUNTINGTON NATIONAL BANK	9/28/2020	SAFE DEPOSIT RENTAL	85.00
TOTAL FOR: HUNTINGTON NATIONAL BANK				85.00
00254	HURST, CHRIS	10/6/2020	MILEAGE TO INCINERATOR AND BACK	24.15
TOTAL FOR: HURST, CHRIS				24.15
02463	HYDROCORP	0058555-IN	CROSS CONNECTION AUGUST 2020	937.00
TOTAL FOR: HYDROCORP				937.00
00300	KENT COUNTY TREASURER	10/16/2020	TRAILER FEES	377.50
		9/16 - 9/30/2020	TAX DISBURSEMENT	10,697.57
TOTAL FOR: KENT COUNTY TREASURER				11,075.07
00302	KENT INTERMEDIATE SCHOOL DIST.	9/16 - 9/30/2020	TAX DISBURSEMENT	5,826.16
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.				5,826.16
00805	LEE'S TRENCHING SERVICE, INC.	107698	529 AVERY - SERVICE LINE REPLACEMENT	3,124.75
		107699	529 AVERY - SERVCIE LINE REPLACEMENT	275.00
TOTAL FOR: LEE'S TRENCHING SERVICE, INC.				3,399.75
01374	LOWELL AREA HISTORICAL MUSEUM	9/16 - 9/30/2020	TAX DISBURSEMENT	244.24
TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM				244.24
00562	LOWELL AREA SCHOOLS	9/16 - 9/30/2020	TAX DISBURSEMENT	10,122.24
TOTAL FOR: LOWELL AREA SCHOOLS				10,122.24

User: LORI

EXP CHECK RUN DATES 10/03/2020 - 10/16/2020

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BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name Invoice	Description	Amount
00345	LOWELL GRANITE CO. INC. 10/12/2020	HEADSTONE REPLACEMENT - HATHERLEY (DEPOSIT)	1,003.00
TOTAL FOR: LOWELL GRANITE CO. INC.			1,003.00
00330	LOWELL LEDGER 9/30/2020	ACCOUNT STATEMENT	471.39
TOTAL FOR: LOWELL LEDGER			471.39
00341	LOWELL LIGHT & POWER 3460 9/30/2020	MONTHLY PHONE CHARGES SEPTEMBER 2020 ELECTRIC STMTS	892.90 20,161.40
TOTAL FOR: LOWELL LIGHT & POWER			21,054.30
10645	MERCANTILE BANK OF MICHIGAN 10/9/2020	INTEREST PAYMENTS#4215 AND #4207	253.26
TOTAL FOR: MERCANTILE BANK OF MICHIGAN			253.26
10838	MORAN IRON WORKS, INC 16403	SHOWBOAT GRANT - LAUNCH	70,000.00
TOTAL FOR: MORAN IRON WORKS, INC			70,000.00
10718	MUNETRIX, LLC 2994	3 YEAR CONTRACT	4,034.00
TOTAL FOR: MUNETRIX, LLC			4,034.00
00443	MUNICIPAL CODE CORP. 00348801	OLINE CODE HOSTING 10/2020-9/2021	900.00
TOTAL FOR: MUNICIPAL CODE CORP.			900.00
01499	NAPA AUTO PARTS 9/30/2020	ACCOUNT STATEMENT	5.48
TOTAL FOR: NAPA AUTO PARTS			5.48
10346	PEACHTREE DATA P161637	CASS CERTIFICATION W/S BILLS	75.00
TOTAL FOR: PEACHTREE DATA			75.00
00512	PREIN & NEWHOF, INC. 90736	529 AVERY LEAD & COPPER SAMPLE	36.00
TOTAL FOR: PREIN & NEWHOF, INC.			36.00
10762	PROFESSIONAL CODE INSPECTIONS OF MI 6464	PERMITS SEPTEMBER 2020	7,133.40
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS OF MI			7,133.40
00827	RS TECHNICAL SERVICES, INC. 21590	NW BOOSTER STATION R & M	45.24
TOTAL FOR: RS TECHNICAL SERVICES, INC.			45.24
10378	RUESINK, KATHIE 745359/745363	CLEANING SERVICES 10/2 - 10/15/2020	570.00
TOTAL FOR: RUESINK, KATHIE			570.00
10849	SMART BUSINESS SOURCE OE-31265-1 OE-31265-2	OFFICE SUPPLIES OFFICE SUPPLIES	137.94 71.31
TOTAL FOR: SMART BUSINESS SOURCE			209.25

10/16/2020 02:32 PM

User: LORI

DB: Lowell

INVOICE APPROVAL BY INVOICEREPORT FOR CITY OF LOWELL

EXP CHECK RUN DATES 10/03/2020 - 10/16/2020

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 4/4

Vendor Code	Vendor Name	Invoice	Description	Amount
10489	THE BANK OF NEW YORK MELLON TRUST	10/2/2020	LOWELL CITY BLDG AUTH 2012 RFDG	54,316.26
TOTAL FOR: THE BANK OF NEW YORK MELLON TRUST				54,316.26
00633	TIP TOP GRAVEL CO.	045385	STONE & SAND DELIVERED	1,940.64
TOTAL FOR: TIP TOP GRAVEL CO.				1,940.64
10543	TRACTOR SUPPLY CREDIT PLAN	9/30/2020	ACCOUNT STATEMENT	46.37
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN				46.37
10459	TRANSUNION RISK AND ALTERNATIVE	181229-202009-1	POLICE DEPT SEPT 2020	100.00
TOTAL FOR: TRANSUNION RISK AND ALTERNATIVE				100.00
02203	VISA	9/27/2020	MERCANTILE VISA SEPT 2020	885.51
TOTAL FOR: VISA				885.51
10389	VREDEVELD HAEFNER LLC	4911	CITY AUDIT - SEPT 2020	9,000.00
TOTAL FOR: VREDEVELD HAEFNER LLC				9,000.00
00692	WILLIAMS & WORKS INC.	207061*	PLANNING	3,860.00
		91072	STREET ASSET MGMT STUDY	792.00
		91075	RIVERWALK DNR LEGAL DESCRIPTION	782.25
		91077	AMITY STREET RESURFACING 2021	5,369.70
TOTAL FOR: WILLIAMS & WORKS INC.				10,803.95
01295	X-CEL CHEMICAL SPECIALTIES CO.	78874	DPW HAND CLEANER	65.00
TOTAL FOR: X-CEL CHEMICAL SPECIALTIES CO.				65.00
TOTAL - ALL VENDORS				238,180.55

User: LORI

EXP CHECK RUN DATES 10/03/2020 - 10/16/2020

DB: Lowell

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-085.000	DUE FROM LIGHT & POWER	ETNA SUPPLY COMPANY	625 CHATHAM BACK FLOW	646.96	74874
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES	75.50	74887
101-000-225.000	DUE TO SET -TRAILER FEES	KENT COUNTY TREASURER	TRAILER FEES	302.00	74887
101-000-676.000	INSURANCE RECOVERIES	LOWELL GRANITE CO. INC.	HEADSTONE REPLACEMENT - H	1,003.00	74864
101-000-676.000	INSURANCE RECOVERIES	BIERI AUTO BODY INC.	2015 EXPLORER DAMAGE - PO	3,754.35	74867
Total For Dept 000				5,781.81	
Dept 172 MANAGER					
101-172-955.000	MISCELLANEOUS EXPENSE	GRAND VALLEY METRO COUNCI	GVMC DUES 2020-2021	1,021.00	74879
Total For Dept 172 MANAGE				1,021.00	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	ELECTIONSOURCE	BALLOTCHART.COM CREATION	70.00	74873
Total For Dept 191 ELECTI				70.00	
Dept 210 ATTORNEY					
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	COLLECTIVE BARGAINING/EMP	2,510.50	74875
Total For Dept 210 ATTORN				2,510.50	
Dept 215 CLERK					
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	471.39	74892
Total For Dept 215 CLERK				471.39	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	VREDEVELD HAEFNER LLC	CITY AUDIT - SEPT 2020	9,000.00	74910
101-253-955.000	MISCELLANEOUS EXPENSE	HUNTINGTON NATIONAL BANK	SAFE DEPOSIT RENTAL	85.00	74884
Total For Dept 253 TREASU				9,085.00	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	55.32	74904
101-265-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	72.31	74904
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	MONTHLY PHONE CHARGES	444.22	74894
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	3,032.66	74893
101-265-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	46.37	74907
Total For Dept 265 CITY H				3,650.88	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	STONE & SAND DELIVERED	1,940.64	74906
101-276-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 10/2 -	360.00	74903
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	55.84	74893
101-276-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	180.59	74865
101-276-971.000	REPURCHASE GRAVES	HILL, KAREN	REFUND CEMETERY III, 354,	100.00	74883
Total For Dept 276 CEMETE				2,637.07	
Dept 301 POLICE DEPARTMENT					
101-301-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA SEPT 2020	(17.78)	74909
101-301-743.000	AMMUNITION	VISA	MERCANTILE VISA SEPT 2020	26.65	74909
101-301-744.000	UNIFORMS	VISA	MERCANTILE VISA SEPT 2020	68.45	74909
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	MONTHLY PHONE CHARGES	84.92	74894
101-301-860.000	TRAVEL EXPENSES	HURST, CHRIS	MILEAGE TO INCINERATOR AN	24.15	74862
101-301-931.000	R & M POLICE CARS	NAPA AUTO PARTS	ACCOUNT STATEMENT	5.48	74898
101-301-955.000	MISCELLANEOUS EXPENSE	TRANSUNION RISK AND ALTER	POLICE DEPT SEPT 2020	100.00	74908
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA SEPT 2020	6.35	74909
101-301-984.000	EQUIPMENT	VISA	MERCANTILE VISA SEPT 2020	93.94	74909
Total For Dept 301 POLICE				392.16	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING	935.00	74911
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING	180.00	74911
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING	450.00	74911
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING	1,530.00	74911
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING	300.00	74911

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING	240.00	74911
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING	225.00	74911
Total For Dept 400 PLANNI				3,860.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	15.99	74904
101-441-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA SEPT 2020	82.50	74909
101-441-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	MONTHLY PHONE CHARGES	27.12	74894
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	323.89	74893
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	969.35	74893
101-441-930.000	REPAIR & MAINTENANCE	X-CEL CHEMICAL SPECIALTIE	DPW HAND CLEANER	65.00	74912
Total For Dept 441 DEPART				1,483.85	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	141.72	74893
Total For Dept 747 CHAMBE				141.72	
Dept 751 PARKS					
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	984.79	74893
Total For Dept 751 PARKS				984.79	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	51.88	74893
Total For Dept 757 SHOWBO				51.88	
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 10/2 -	210.00	74903
101-790-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	MONTHLY PHONE CHARGES	112.96	74894
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	1,371.00	74893
Total For Dept 790 LIBRAR				1,693.96	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	213.24	74893
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	244.24	74890
Total For Dept 804 MUSEUM				457.48	
Total For Fund 101 GENERA				34,293.49	
Fund 202 MAJOR STREET FUND					
Dept 483 ADMINISTRATION					
202-483-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	STREET ASSET MGMT STUDY	396.00	74911
Total For Dept 483 ADMINI				396.00	
Total For Fund 202 MAJOR				396.00	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	AMITY STREET RESURFACING	5,369.70	74911
Total For Dept 450 CAPITA				5,369.70	
Dept 483 ADMINISTRATION					
203-483-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	STREET ASSET MGMT STUDY	396.00	74911
Total For Dept 483 ADMINI				396.00	
Total For Fund 203 LOCAL				5,765.70	
Fund 238 HISTORICAL DISTRICT FUND					
Dept 000					
238-000-880.000	COMMUNITY PROMOTION	GREENOP, JILL	FINAL PYMT HDC GRANT	105.00	74880
Total For Dept 000				105.00	
Total For Fund 238 HISTOR				105.00	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	WILLIAMS & WORKS INC.	RIVERWALK DNR LEGAL DESCR	782.25	74911
248-463-740.000	OPERATING SUPPLIES	FANDANGLED CUSTOM APPAREL	APPRECIATION PLAQUE - SPR	40.00	74876



## BOTH JOURNALIZED AND UNJOURNALIZED

## BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	493.54	74893
		Total For Dept 463 MAINT		1,315.79	
		Total For Fund 248 DOWNTOWN		1,315.79	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT PERMITS	SEPTEMBER 2020	7,133.40	74901
		Total For Dept 371 BUILDING		7,133.40	
		Total For Fund 249 BUILDING		7,133.40	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	SHOWBOAT GRANT - LAUNCH	70,000.00	74895
		Total For Dept 751 PARKS		70,000.00	
		Total For Fund 260 DESIGN		70,000.00	
Fund 351 GENERAL DEBT SERVICE ( NON-VOTED BONDS)					
Dept 906 DEBT SERVICE					
351-906-995.000	INTEREST	THE BANK OF NEW YORK MELL	LOWELL CITY BLDG AUTH 201	54,316.26	74905
		Total For Dept 906 DEBT S		54,316.26	
		Total For Fund 351 GENERA		54,316.26	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA SEPT 2020	625.40	74909
581-000-740.000	OPERATING SUPPLIES	BOURGETTE, BOB	SAW BLADES REIMBURSEMENT	10.54	74868
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	AIRPORT STREET LIGHT	26.03	74870
		Total For Dept 000		661.97	
		Total For Fund 581 AIRPOR		661.97	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	5,760.88	74893
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	MONTHLY PHONE CHARGES	140.08	74894
		Total For Dept 000		5,900.96	
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	ETNA SUPPLY COMPANY	METER PIT	120.00	74874
590-551-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	METER SALES	1,246.09	74877
590-551-930.000	REPAIR & MAINTENANCE	PREIN & NEWHOF, INC.	529 AVERY LEAD & COPPER S	18.00	74900
		Total For Dept 551 COLLEC		1,384.09	
Dept 552 CUSTOMER ACCOUNTS					
590-552-740.000	OPERATING SUPPLIES	PEACHTREE DATA	CASS CERTIFICATION W/S BI	37.50	74899
		Total For Dept 552 CUSTOM		37.50	
		Total For Fund 590 WASTE		7,322.55	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	228.57	74865
591-570-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	65.63	74904
591-570-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	MONTHLY PHONE CHARGES	83.60	74894
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	5,023.58	74893
		Total For Dept 570 TREATM		5,401.38	
Dept 571 DISTRIBUTION					
591-571-801.000	CROSS CONNECTIONS	HYDROCOP	CROSS CONNECTION AUGUST 2	937.00	74885
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	SEPTEMBER 2020 ELECTRIC S	1,739.03	74893
591-571-930.000	REPAIR & MAINTENANCE	ETNA SUPPLY COMPANY	METER PIT	120.00	74874
591-571-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	METER SALES	1,246.10	74877
591-571-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	529 AVERY - SERVCIE LINE	275.00	74889

## BOTH JOURNALIZED AND UNJOURNALIZED

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 571 DISTRIBUTION					
591-571-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	529 AVERY - SERVICE LINE	3,124.75	74889
591-571-930.000	REPAIR & MAINTENANCE	PREIN & NEWHOF, INC.	529 AVERY LEAD & COPPER S	18.00	74900
591-571-930.000	REPAIR & MAINTENANCE	RS TECHNICAL SERVICES, IN	NW BOOSTER STATION R & M	45.24	74902
Total For Dept 571 DISTRI				7,505.12	
Dept 572 CUSTOMER ACCOUNTS					
591-572-740.000	OPERATING SUPPLIES	PEACHTREE DATA	CASS CERTIFICATION W/S BI	37.50	74899
Total For Dept 572 CUSTOM				37.50	
Total For Fund 591 WATER				12,944.00	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	DPW COPY MACHINE	42.46	74872
636-000-802.000	CONTRACTUAL	MUNETRIX, LLC	3 YEAR CONTRACT	4,034.00	74896
636-000-802.000	CONTRACTUAL	MUNICIPAL CODE CORP.	OLINE CODE HOSTING 10/202	900.00	74897
Total For Dept 000				4,976.46	
Total For Fund 636 DATA P				4,976.46	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-930.000	REPAIR & MAINTENANCE	BETTEN BAKER	#7 FUEL TRUCK - 97 CHEVY	422.18	74866
661-895-930.000	REPAIR & MAINTENANCE	BETTEN BAKER	#20 - 2008 CHEVY R & M	1,800.38	74866
661-895-930.000	REPAIR & MAINTENANCE	BETTEN BAKER	LPD #841 2010 FUSION HYBR	35.23	74866
661-895-930.000	REPAIR & MAINTENANCE	BETTEN BAKER	#1 1999 CHEVY SILVEREADO	1,530.57	74866
661-895-930.000	REPAIR & MAINTENANCE	CARLETON EQUIPMENT	#37 BOBCAT SKIDSTEER	1,947.54	74869
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION,	1997 CHEVY #7 FUEL TRUCK	621.53	74871
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION,	#36 1983 JOHN DEERE TRACT	1,228.14	74871
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION,	#36-1 2019 GRASS KING BOO	552.75	74871
661-895-930.000	REPAIR & MAINTENANCE	GTW	SEPT CYLINDER RENTAL	33.84	74881
661-895-930.000	REPAIR & MAINTENANCE	HAROLD ZEIGLER FORD, INC.	2015 EXPLORER - POLICE	391.95	74882
661-895-930.000	REPAIR & MAINTENANCE	HAROLD ZEIGLER FORD, INC.	2010 FUSION HYBRID - POLI	172.48	74882
661-895-930.000	REPAIR & MAINTENANCE	HAROLD ZEIGLER FORD, INC.	2016 EXPLORER - LPD	1,486.08	74882
661-895-995.000	INTEREST PAYABLE	MERCANTILE BANK OF MICHIG	INTEREST PAYMENTS#4215 AN	253.26	74863
Total For Dept 895 FLEET				10,475.93	
Total For Fund 661 EQUIPM				10,475.93	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	4,419.81	74886
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	10,122.24	74891
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	6,277.76	74886
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	5,826.16	74888
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	1,828.03	74878
Total For Dept 000				28,474.00	
Total For Fund 703 CURREN				28,474.00	

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DB: Lowell

## INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL

EXP CHECK RUN DATES 10/03/2020 - 10/16/2020

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 5/5

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

Fund 101	GENERAL FUND	34,293.49
Fund 202	MAJOR STREET FUN	396.00
Fund 203	LOCAL STREET FUN	5,765.70
Fund 238	HISTORICAL DISTR	105.00
Fund 248	DOWNTOWN DEVELOP	1,315.79
Fund 249	BUILDING INSPECT	7,133.40
Fund 260	DESIGNATED CONTR	70,000.00
Fund 351	GENERAL DEBT SER	54,316.26
Fund 581	AIRPORT FUND	661.97
Fund 590	WASTEWATER FUND	7,322.55
Fund 591	WATER FUND	12,944.00
Fund 636	DATA PROCESSING	4,976.46
Fund 661	EQUIPMENT FUND	10,475.93
Fund 703	CURRENT TAX COLL	28,474.00

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238,180.55

## Chamber view on the Management of the Lowell Showboat

The Lowell Showboat was imagined and created in 1932 in the throes of the great depression, led by the Lowell Board of Trade (Lowell Area Chamber of Commerce) and the American Legion. The purpose was to lift the spirits of the people and to become a true community event. Over the years Lowell Showboat has evolved. We are now on the 6<sup>th</sup> edition of the Lowell Showboat, it's a brand-new boat with a brand-new purpose!

The Lowell Area Chamber of Commerce has been inspirational in motivating the City of Lowell into taking action to replace a community icon that was closed to the public by the City of Lowell on Wednesday, January 4, 2017. Under the direction of the City of Lowell the "Rebuild the Lowell Showboat Committee" designed a new and improved venue that would potentially be a gathering place for events, family & school reunions, birthday & graduation parties, weddings & receptions, business meetings and more.

At your last council meeting a discussion took place on the management of the boat. Depreciation costs were a large concern along with the use of alcohol on the boat. The City manager presented the council with several proposed budget scenarios. The council had many questions. The Chamber Board has reviewed the scenarios and has many concerns as well.

The Chamber is an interested party; however, we will only proceed if it makes sense. The Lowell Area Chamber of Commerce Board of Directors would like to know what your objectives are for the Lowell Showboat. More importantly we feel the City should develop a proposal to the Chamber outlining the management of the Showboat.

Projected Revenues and Expenses with Full Depreciation Reinvested

Revenue Sources

Rentals First Deck Sunday - Thursday  
Rentals First Deck Friday - Saturday  
Rentals First & Second Deck Sunday - Thursday  
Rentals First & Second Deck Friday - Saturday  
Rentals Entire Boat Sunday - Thursday  
Rentals Entire Boat Friday - Saturday  
Rentals Pilot House - Monday - Sunday  
Rentals Pilot House & 3rd Deck - Monday - Sunday  
Photo Opts -Monday - Friday

Expenses

Marketing Materials  
Decorations (Christmas)  
Software/Laptop  
Utilities - Electric, heat, air conditioning and water  
Cell Phone  
Postage & Printing  
Supplies  
Equipment & repairs  
Liability Insurance  
Rentals (speciality items that we may not have)  
Staff - Cleaning (100 hours )  
Staff - Management (80 hours) @ \$20 per hour  
Staff - Sales (80 hours) @ \$20 per hour  
Staff - Hospitality & Security (54 hours) @ \$12 per hour  
Window Cleaners (outside) two times a year  
Carpet Cleaning two times a year @.20 per square (3400 sq. ft)  
Depreciation/Capital Reinvestment

Scenerio #1			
Qty		Yearly Income	
5 hours @ \$400	3 per month \$1200 X 12	\$	14,400.00
5 hours @ \$520	2 per month \$1040 X 12	\$	12,480.00
5 hour @ \$735	2 per month \$1470 X 12	\$	17,640.00
5 hour @925	2 per month \$1850 X 12	\$	22,200.00
7 hours @ \$1335	2 per month \$2670 X 7	\$	18,690.00
7 hours @\$1755	2 per month \$3510 X 7	\$	24,570.00
2 hours @\$100	1 per month \$200 X 7	\$	1,400.00
2 hours @\$300	2 per month \$600 X 7	\$	4,200.00
2 hours @ \$100	2 per month \$200 X12	\$	2,400.00
Total Annual Income		\$	117,980.00
Yearly Expenses			
yearly		\$	5,000.00
yearly		\$	1,250.00
yearly		\$	500.00
\$2795 per month		\$	33,540.00
\$100 per month		\$	1,200.00
\$50 per month		\$	600.00
\$200 per month		\$	2,400.00
\$100 per month		\$	1,200.00
\$450 per month		\$	5,400.00
yearly		\$	2,000.00
\$1500 per month		\$	18,000.00
\$1600 per month		\$	19,200.00
\$1600 per month		\$	19,200.00
\$648 per month		\$	7,776.00
\$400 twice a year		\$	800.00
\$340 twice a year		\$	680.00
\$3.4 mil asset depreciates at \$68000/Yr		\$	68,000.00
Total Expenses		\$	186,746.00
Net Income		\$	(68,766.00)

Scenerio #2 (Scenerio #1 x 1.25)			
Qty		Yearly Income	
5 hours @ \$500	3 per month \$1500 X 12	\$	18,000
5 hours @ \$650	2 per month \$1300 X 12	\$	15,600
5 hour @ \$918.75	2 per month \$1837.50 X 12	\$	22,050
5 hour @ \$1156.25	2 per month \$2312.50 X 12	\$	27,750
7 hours @ \$1668.75	2 per month \$3337.50 X 7	\$	23,363
7 hours @\$2193.75	2 per month \$5200 X 7	\$	36,400
2 hours @\$125	1 per month \$250 X 7	\$	1,750
2 hours @\$375	2 per month \$750 X 7	\$	5,250
2 hours @ \$125	2 per month \$250 X12	\$	3,000
Total Annual Income		\$	153,163
Yearly Expenses			
yearly		\$	5,000.00
yearly		\$	1,250.00
yearly		\$	500.00
\$2795 per month		\$	33,540.00
\$100 per month		\$	1,200.00
\$50 per month		\$	600.00
\$200 per month		\$	2,400.00
\$100 per month		\$	1,200.00
\$450 per month		\$	5,400.00
yearly		\$	2,000.00
\$1500 per month		\$	18,000.00
\$1600 per month		\$	19,200.00
\$1600 per month		\$	19,200.00
\$648 per month		\$	7,776.00
\$400 twice a year		\$	800.00
\$340 twice a year		\$	680.00
		\$	68,000.00
Total Expenses		\$	186,746.00
Net Income		\$	(33,583.50)

Scenerio #3 (Scenerio #1 x 1.5)			
Qty		Yearly Income	
5 hours @ \$600	3 per month \$1800 X 12	\$	21,600
5 hours @ \$780	2 per month \$1560 X 12	\$	18,720
5 hour @ \$1100	2 per month \$2200 X 12	\$	26,400
5 hour @ \$1400	2 per month \$2800 X 12	\$	33,600
7 hours @ \$2000	2 per month \$4000 X 7	\$	28,000
7 hours @\$2600	2 per month \$5200 X 7	\$	36,400
2 hours @\$150	1 per month \$300 X 7	\$	2,100
2 hours @\$450	2 per month \$900 X 7	\$	6,300
2 hours @ \$150	2 per month \$300 X12	\$	3,600
Total Annual Income		\$	176,720
		Yearly Expenses	
yearly		\$	5,000.00
yearly		\$	1,250.00
yearly		\$	500.00
\$2795 per month		\$	33,540.00
\$100 per month		\$	1,200.00
\$50 per month		\$	600.00
\$200 per month		\$	2,400.00
\$100 per month		\$	1,200.00
\$450 per month		\$	5,400.00
yearly		\$	2,000.00
\$1500 per month		\$	18,000.00
\$1600 per month		\$	19,200.00
\$1600 per month		\$	19,200.00
\$648 per month		\$	7,776.00
\$400 twice a year		\$	800.00
\$340 twice a year		\$	680.00
		\$	68,000.00
Total Expenses		\$	186,746.00
Net Income		\$	(10,026.00)

Scenerio #4 (Scenerio #1 x 1.75)			
Qty		Yearly Income	
5 hours @ \$700	3 per month \$2100 X 12	\$	25,200
5 hours @ \$910	2 per month \$1820 X 12	\$	21,840
5 hour @ \$1286.25	2 per month \$2572.5 X 12	\$	30,870
5 hour @ \$1618.75	2 per month \$3237.5 X 12	\$	38,850
7 hours @ \$2336.25	2 per month \$4672.50 X 7	\$	32,708
7 hours @\$3071.25	2 per month \$6142.5 X 7	\$	42,998
2 hours @\$175	1 per month \$350 X 7	\$	2,450
2 hours @\$525	2 per month \$1050 X 7	\$	7,350
2 hours @ \$175	2 per month \$350 X12	\$	4,200
Total Annual Income		\$	206,465
		Yearly Expenses	
yearly		\$	5,000.00
yearly		\$	1,250.00
yearly		\$	500.00
\$2795 per month		\$	33,540.00
\$100 per month		\$	1,200.00
\$50 per month		\$	600.00
\$200 per month		\$	2,400.00
\$100 per month		\$	1,200.00
\$450 per month		\$	5,400.00
yearly		\$	2,000.00
\$1500 per month		\$	18,000.00
\$1600 per month		\$	19,200.00
\$1600 per month		\$	19,200.00
\$648 per month		\$	7,776.00
\$400 twice a year		\$	800.00
\$340 twice a year		\$	680.00
		\$	68,000.00
Total Expenses		\$	186,746.00
Net Income		\$	19,719.00

Scenerio #5 (Scenerio #1 x2)			
Qty		Yearly Income	
5 hours @ \$800	3 per month \$2400 X 12	\$	28,800
5 hours @ \$1040	2 per month \$2080 X 12	\$	24,960
5 hour @ \$1470	2 per month \$2940 X 12	\$	35,280
5 hour @ \$1850	2 per month \$3900 X 12	\$	46,800
7 hours @ \$2670	2 per month \$5340 X 7	\$	37,380
7 hours @\$3510	2 per month \$7020 X 7	\$	49,140
2 hours @\$200	1 per month \$400 X 7	\$	2,800
2 hours @\$600	2 per month \$1200 X 7	\$	8,400
2 hours @ \$200	2 per month \$400 X12	\$	4,800
Total Annual Income		\$	238,360
		Yearly Expenses	
yearly		\$	5,000.00
yearly		\$	1,250.00
yearly		\$	500.00
\$2795 per month		\$	33,540.00
\$100 per month		\$	1,200.00
\$50 per month		\$	600.00
\$200 per month		\$	2,400.00
\$100 per month		\$	1,200.00
\$450 per month		\$	5,400.00
yearly		\$	2,000.00
\$1500 per month		\$	18,000.00
\$1600 per month		\$	19,200.00
\$1600 per month		\$	19,200.00
\$648 per month		\$	7,776.00
\$400 twice a year		\$	800.00
\$340 twice a year		\$	680.00
		\$	68,000.00
Total Expenses		\$	186,746.00
Net Income		\$	51,614.00

Projected Revenues and Expenses with \$30,000 invested for future Capital Improvements

Scenerio #1	
Qty	Yearly Income
5 hours @ \$400	3 per month \$1200 X 12 \$ 14,400.00
5 hours @ \$520	2 per month \$1040 X 12 \$ 12,480.00
5 hour @ \$735	2 per month \$1470 X 12 \$ 17,640.00
5 hour @925	2 per month \$1850 X 12 \$ 22,200.00
7 hours @ \$1335	2 per month \$2670 X 7 \$ 18,690.00
7 hours @\$1755	2 per month \$3510 X 7 \$ 24,570.00
2 hours @\$100	1 per month \$200 X 7 \$ 1,400.00
2 hours @\$300	2 per month \$600 X 7 \$ 4,200.00
2 hours @ \$100	2 per month \$200 X12 \$ 2,400.00
Total Annual Income \$ 117,980.00	
Yearly Expenses	
yearly	\$ 5,000.00
yearly	\$ 1,250.00
yearly	\$ 500.00
\$2795 per month	\$ 33,540.00
\$100 per month	\$ 1,200.00
\$50 per month	\$ 600.00
\$200 per month	\$ 2,400.00
\$100 per month	\$ 1,200.00
\$450 per month	\$ 5,400.00
yearly	\$ 2,000.00
\$1500 per month	\$ 18,000.00
\$1600 per month	\$ 19,200.00
\$1600 per month	\$ 19,200.00
\$648 per month	\$ 7,776.00
\$400 twice a year	\$ 800.00
\$340 twice a year	\$ 680.00
	\$ 30,000.00
Total Expenses	\$ 148,746.00
Net Income	\$ (30,766.00)

Revenue Sources

Rentals First Deck Sunday - Thursday  
Rentals First Deck Friday - Saturday  
Rentals First & Second Deck Sunday - Thursday  
Rentals First & Second Deck Friday - Saturday  
Rentals Entire Boat Sunday - Thursday  
Rentals Entire Boat Friday - Saturday  
Rentals Pilot House - Monday - Sunday  
Rentals Pilot House & 3rd Deck - Monday - Sunday  
Photo Opts -Monday - Friday

Expenses

Marketing Materials  
Decorations (Christmas)  
Software/Laptop  
Utilities - Electric, heat, air conditioning and water  
Cell Phone  
Postage & Printing  
Supplies  
Equipment & repairs  
Liability Insurance  
Rentals (speciality items that we may not have)  
Staff - Cleaning (100 hours )  
Staff - Management (80 hours) @ \$20 per hour  
Staff - Sales (80 hours) @ \$20 per hour  
Staff - Hospitality & Security (54 hours) @ \$12 per hour  
Window Cleaners (outside) two times a year  
Carpet Cleaning two times a year @.20 per square (3400 sq. ft)  
Capital Reinvestment

Scenerio #2 (Scenerio #1 x 1.25)	
Qty	Yearly Income
5 hours @ \$500	3 per month \$1500 X 12 \$ 18,000
5 hours @ \$650	2 per month \$1300 X 12 \$ 15,600
5 hour @ \$918.75	2 per month \$1837.50 X 12 \$ 22,050
5 hour @ \$1156.25	2 per month \$2312.50 X 12 \$ 27,750
7 hours @ \$1668.75	2 per month \$3337.50 X 7 \$ 23,363
7 hours @\$2193.75	2 per month \$5200 X 7 \$ 36,400
2 hours @\$125	1 per month \$250 X 7 \$ 1,750
2 hours @\$375	2 per month \$750 X 7 \$ 5,250
2 hours @ \$125	2 per month \$250 X12 \$ 3,000
Total Annual Income \$ 153,163	
Yearly Expenses	
yearly	\$ 5,000.00
yearly	\$ 1,250.00
yearly	\$ 500.00
\$2795 per month	\$ 33,540.00
\$100 per month	\$ 1,200.00
\$50 per month	\$ 600.00
\$200 per month	\$ 2,400.00
\$100 per month	\$ 1,200.00
\$450 per month	\$ 5,400.00
yearly	\$ 2,000.00
\$1500 per month	\$ 18,000.00
\$1600 per month	\$ 19,200.00
\$1600 per month	\$ 19,200.00
\$648 per month	\$ 7,776.00
\$400 twice a year	\$ 800.00
\$340 twice a year	\$ 680.00
	\$ 30,000.00
Total Expenses	\$ 148,746.00
Net Income	\$ 4,416.50

Scenerio #3 (Scenerio #1 x 1.5)			
Qty		Yearly Income	
5 hours @ \$600	3 per month \$1800 X 12	\$	21,600
5 hours @ \$780	2 per month \$1560 X 12	\$	18,720
5 hour @ \$1100	2 per month \$2200 X 12	\$	26,400
5 hour @ \$1400	2 per month \$2800 X 12	\$	33,600
7 hours @ \$2000	2 per month \$4000 X 7	\$	28,000
7 hours @\$2600	2 per month \$5200 X 7	\$	36,400
2 hours @\$150	1 per month \$300 X 7	\$	2,100
2 hours @\$450	2 per month \$900 X 7	\$	6,300
2 hours @ \$150	2 per month \$300 X12	\$	3,600
Total Annual Income		\$	176,720
		Yearly Expenses	
yearly		\$	5,000.00
yearly		\$	1,250.00
yearly		\$	500.00
\$2795 per month		\$	33,540.00
\$100 per month		\$	1,200.00
\$50 per month		\$	600.00
\$200 per month		\$	2,400.00
\$100 per month		\$	1,200.00
\$450 per month		\$	5,400.00
yearly		\$	2,000.00
\$1500 per month		\$	18,000.00
\$1600 per month		\$	19,200.00
\$1600 per month		\$	19,200.00
\$648 per month		\$	7,776.00
\$400 twice a year		\$	800.00
\$340 twice a year		\$	680.00
		\$	30,000.00
Total Expenses		\$	148,746.00
Net Income		\$	27,974.00

Scenerio #4 (Scenerio #1 x 1.75)			
Qty		Yearly Income	
5 hours @ \$700	3 per month \$2100 X 12	\$	25,200
5 hours @ \$910	2 per month \$1820 X 12	\$	21,840
5 hour @ \$1286.25	2 per month \$2572.5 X 12	\$	30,870
5 hour @ \$1618.75	2 per month \$3237.5 X 12	\$	38,850
7 hours @ \$2336.25	2 per month \$4672.50 X 7	\$	32,708
7 hours @\$3071.25	2 per month \$6142.5 X 7	\$	42,998
2 hours @\$175	1 per month \$350 X 7	\$	2,450
2 hours @\$525	2 per month \$1050 X 7	\$	7,350
2 hours @ \$175	2 per month \$350 X12	\$	4,200
Total Annual Income		\$	206,465
		Yearly Expenses	
yearly		\$	5,000.00
yearly		\$	1,250.00
yearly		\$	500.00
\$2795 per month		\$	33,540.00
\$100 per month		\$	1,200.00
\$50 per month		\$	600.00
\$200 per month		\$	2,400.00
\$100 per month		\$	1,200.00
\$450 per month		\$	5,400.00
yearly		\$	2,000.00
\$1500 per month		\$	18,000.00
\$1600 per month		\$	19,200.00
\$1600 per month		\$	19,200.00
\$648 per month		\$	7,776.00
\$400 twice a year		\$	800.00
\$340 twice a year		\$	680.00
		\$	30,000.00
Total Expenses		\$	148,746.00
Net Income		\$	57,719.00

Scenerio #5 (Scenerio #1 x2)			
Qty		Yearly Income	
5 hours @ \$800	3 per month \$2400 X 12	\$	28,800
5 hours @ \$1040	2 per month \$2080 X 12	\$	24,960
5 hour @ \$1470	2 per month \$2940 X 12	\$	35,280
5 hour @ \$1850	2 per month \$3900 X 12	\$	46,800
7 hours @ \$2670	2 per month \$5340 X 7	\$	37,380
7 hours @\$3510	2 per month \$7020 X 7	\$	49,140
2 hours @\$200	1 per month \$400 X 7	\$	2,800
2 hours @\$600	2 per month \$1200 X 7	\$	8,400
2 hours @ \$200	2 per month \$400 X12	\$	4,800
Total Annual Income		\$	238,360
		Yearly Expenses	
yearly		\$	5,000.00
yearly		\$	1,250.00
yearly		\$	500.00
\$2795 per month		\$	33,540.00
\$100 per month		\$	1,200.00
\$50 per month		\$	600.00
\$200 per month		\$	2,400.00
\$100 per month		\$	1,200.00
\$450 per month		\$	5,400.00
yearly		\$	2,000.00
\$1500 per month		\$	18,000.00
\$1600 per month		\$	19,200.00
\$1600 per month		\$	19,200.00
\$648 per month		\$	7,776.00
\$400 twice a year		\$	800.00
\$340 twice a year		\$	680.00
		\$	30,000.00
Total Expenses		\$	148,746.00
Net Income		\$	89,614.00



## Mike Burns

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**From:** Suzanne Schulz <schulzs@progressiveae.com>  
**Sent:** Wednesday, October 14, 2020 11:11 AM  
**To:** Mike Burns  
**Subject:** Infrastructure Capacity Task Force

Greetings Manager Burns!

I hope this email finds you well. My name is Suzanne Schulz, the Urban Planning Practice Leader at Progressive AE (PAE). Before working at PAE, I was the Planning Director for the City of Grand Rapids. I have been asked to see if the City of Lowell would be willing to collaborate with Lowell Township in the creation of a task force to look at the water and sewer infrastructure needs of the City and Township. The thinking is that that would be 3 City representatives, 3 Township representatives, and 3 community stakeholders (for example, Lowell Chamber of Commerce, a local farmer, and one other interest). The charge of the Task Force would be three-fold:

1. Create a vision for water and sewer infrastructure
2. Determine capacity needs
3. Evaluate and recommend a preferred approach

As I am not an expert regarding water and sewer capacity, the Infrastructure Capacity Task Force (if that's what all of you wish to call it) would need to be supported by each community's engineering experts to provide data and analysis as we go through the process. My role would be to serve as facilitator and author of your recommendations. A link to Grand Rapids' Sustainable Streets Task Force report is here:

<https://www.grandrapidsmi.gov/files/assets/public/departments/planning-department/files/reports/sustainable-streets-task-force-report-2013.pdf> to provide an idea of the planning process and their final recommendations. I served in the same capacity for that group. (The final outcome of this work was a voter-supported income tax measure to fund Vital Streets (Complete Streets + green infrastructure) in Grand Rapids by a nearly a 2/3rds majority.) There may not need to be as much elaborate detail in this proposed work, but I wanted to provide you with an example of what that might look like.

Participants from Lowell Township would include: Jerry Hale, Bill Thompson, and Ronda Benedict. Proposed participants from the City of Lowell may include: Mayor DeVore, Greg Canfield, and yourself. (Of course, if there are other individuals that you would prefer to represent the City of Lowell that would be at the City's discretion.) If you would like to discuss the possibility of creating a task force to examine the infrastructure capacity issue, please feel free to call me on my cell phone at 616.822.1020 or email is always great. I look forward to hearing your thoughts on this proposed collaborative approach.

Best Regards,  
Suzanne

Suzanne M. Schulz, AICP  
Practice Leader  
office 616.988.4809  
[schulzs@progressiveae.com](mailto:schulzs@progressiveae.com)  
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# Memorandum



## PUBLIC WORKS

**DATE:** October 15, 2020

**TO:** Michael Burns, City Manager

**FROM:** Daniel Czarnecki, Public Works Director

**RE:** Monroe St./Washington St.  
Construction Overview

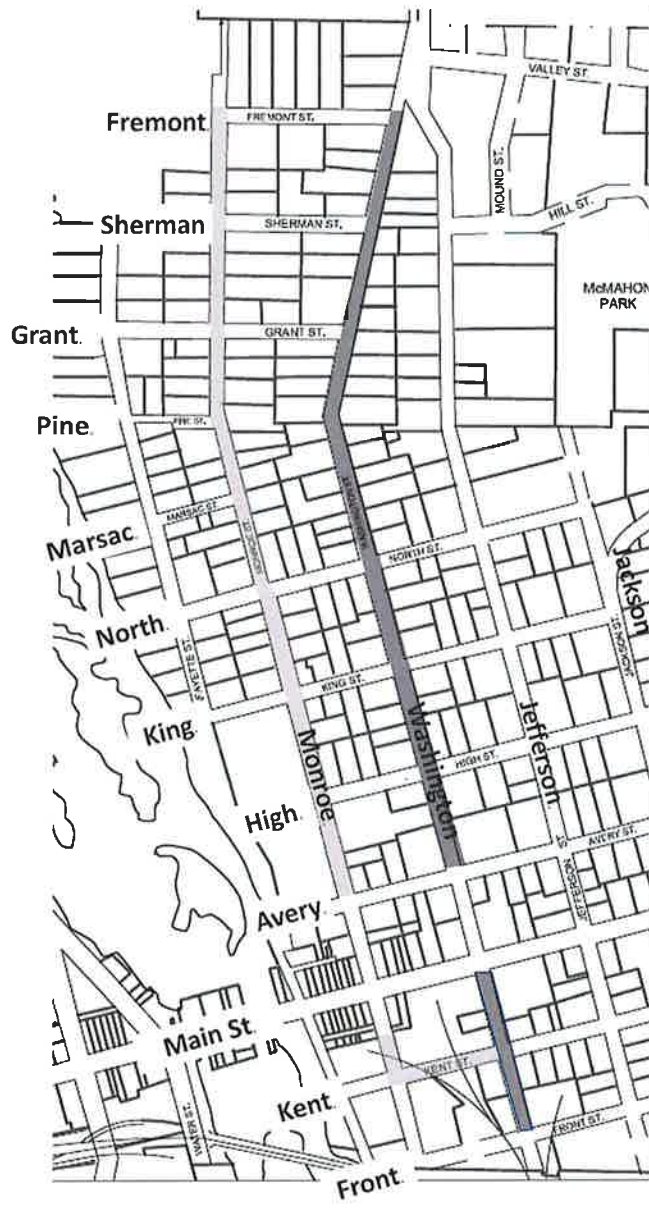
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Attached you should find information outlining the proposed infrastructure improvement projects for Monroe St. and Washington St. Overviews of both projects have been developed utilizing the asset management plans that have been previously developed for our storm water system and the sanitary sewer utility, the water reliability study, and the street PASER ratings.

To better help understand the scope of the proposed work, included in this packet is a map showing the individual infrastructure work areas, information from the 2019 Capital Improvement Plan developed by Prein & Newhof, and the most recent PASER ratings for the Monroe St. and Washington St.

I will be available at the City Council meeting to help explain each street project in more detail. Dave Austin from Williams & Works Engineers will also be available to help answer any questions.

## RESURFACING

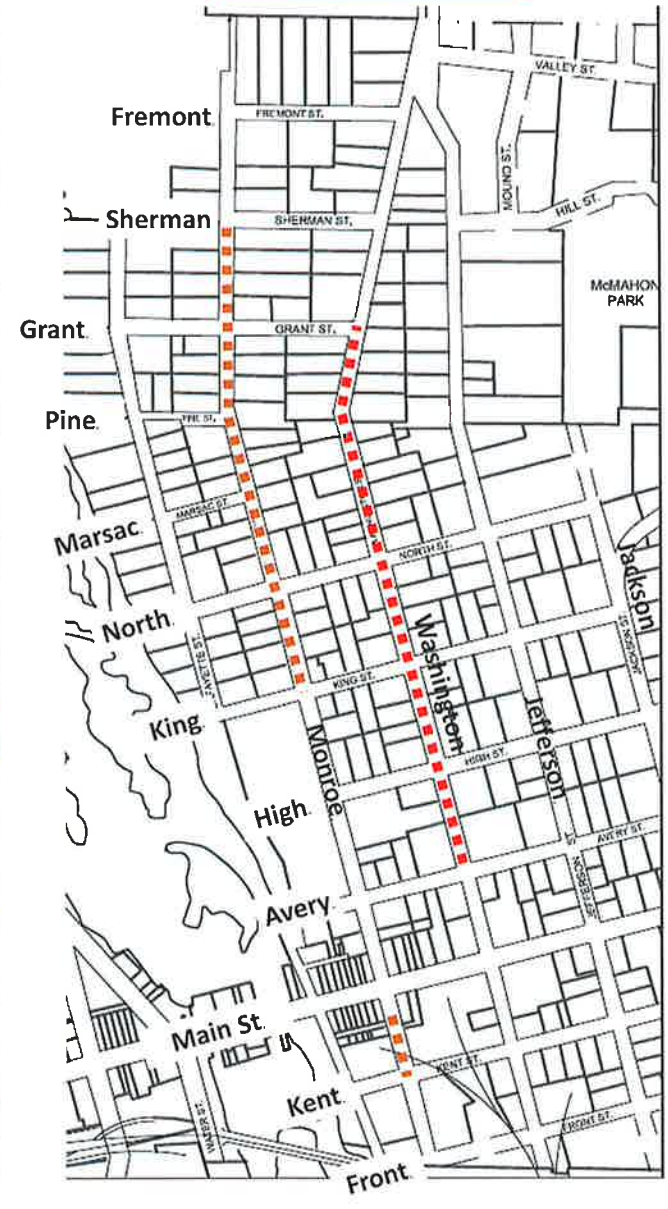


## WATERMAIN



12

## SANITARY SEWER



# **MONROE STREET RECONSTRUCTION PROJECT**

## **Construction 2022**

### **OVERVIEW**

At this time, the City of Lowell is anticipating the total reconstruction of Monroe St. from the south terminus at Front St. to the north terminus at Fremont St. (approximately 3,700 ft.). Included in this work is the installation of new 8-inch diameter watermain from Kent St. to just south of Main St. and from Avery St. to Fremont St. (approximately 3,000 ft.). This would replace the existing 4-inch diameter watermain. The sanitary sewer is proposed to be replaced from King St. to Sherman St. (approximately 1,700 ft.) and from Front St. to just south of Main St (approximately 450 ft) due to deterioration of the existing sanitary sewer pipe. The sewer pipe that travels beneath Main St. (approximately 250 ft.) will be lined in-place. The storm sewer along the entire portion of Monroe St. will be repaired/replaced as needed during construction. The estimated cost for this portion of the project is about \$1,880,000.

Also included in this project is the replacement of the old 2-inch galvanized water service behind the 201-229 block of E. Main St., increasing this to 8-inch diameter pipe and installation of a fire hydrant behind the stores; installation of a new 8-inch watermain on Kent St. from Monroe to Washington St. to loop the system (estimated cost \$131,000); installation of a watermain on King St. from Lafayette St. to Washington St. to flow into the east side of the City and improve fire flows (estimated cost \$364,000); replacement of the sanitary sewer on Kent St. to remove I/I from the sanitary system; replacement or line in-place of sanitary sewer from Sherman St. to Fremont St and Avery St. to King St. (additional investigation is needed on the sanitary sewer).

At this time the total estimated cost for the proposed work is \$2,375,000. This estimate most likely will change when preliminary engineering work is completed.

We are looking at securing the funds necessary to perform this work and completion of the design on the project during 2021. Currently the City has MDOT funding for a portion of the street work in the amount of \$375,000. Additional funding is being sought through the United States Department of Agriculture (USDA) for a loan to cover the remaining project costs. The USDA funding is available for construction and engineering activities associated with utility improvements such as watermain and sanitary sewer replacements. The loans come at a low interest rate with payments that can be spread across 40 years and there is no penalty if the loan is paid back early. Further discussion on this will come at the end of my presentation.



The construction work would begin as early as possible in spring 2022, with anticipated project “open-to-traffic” by mid-November 2022, and final completion of restoration work in spring 2023.

### **Watermain Construction**

The majority of the watermain on Monroe St. is 4-inch diameter cast-iron pipe. The existing watermain was installed during different years. According to the REGIS-GIS the oldest section was installed in 1940, between Avery St. and North St. The portion of watermain south of Main St was installed in 1946 (Kent to Main). The remaining watermain on Monroe St. was installed in 1950 (Grant to Fremont) or 1972-1973 (North to Grant). The watermain from the south side of Main St. to the Avery St. intersection is 6-inch pipe. The section beneath Main St. was installed in 1996, while the section from Main St. to Avery St. and south of Main St. to the new City parking lot was installed in 2016.

Watermain sizing is based on the amount of water necessary to meet quantity and fire flow needs. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) approves all watermain installation. Their current minimum requirement for watermain is 8-inch diameter pipe.

The water line that serves the buildings along the north side of Main St between Flat River Grill and the offices to the North Country Trail (221 E. Main St. thru 229 E. Main St.) is a 2-inch galvanized pipe. Increasing the size of this pipe will supply a larger quantity of water to all the buildings and the installation of a hydrant will help with fire protection and flushing of the watermain.

There is no watermain on Kent St. between Monroe St and Washington St. The asset management plan for our water system calls out the need to install a watermain on Kent St. to connect into the main on Washington St. to loop the system and improve pressure, water circulation, and increase fire flows for this area. The connection into Washington St. will take place in 2023 after a new watermain is placed on Washington St. The fire flows in the southern portion of Lowell (south of Main St. between Kent St and Jackson St.).

There is no watermain on King St. between Lafayette St. and Washington St. The water system asset management plan calls for a pipe to loop the water system from Lafayette St. to Washington St. to increase the fire flows and to help water flow to the northeast water tank and into the high pressure zone.

Additional research into the needs of the water system will continue as we move forward to design the Washington St. watermain replacement. At this time there is no watermain on Sherman St. or Grant St.

Along with watermain replacement will be the replacement of the all water services from the watermain to the curb stop shutoff near the property line. The City may be responsible to replace water services from the curb stop to the house. Recently there was a service line on Jackson St. that was leaking. Upon inspection we found the City portion of the service to be made of galvanized pipe. When we exposed the watermain we found there to be a short (less than 2-ft long) piece of lead pipe (gooseneck) connected to the water service. The current Lead Rule from EGLE says anytime the City comes across a water service with a lead gooseneck, or a galvanized pipe that MIGHT have been connected to a lead gooseneck at one time, then the City is responsible to replace the entire water service line from the watermain into the house. With the same size and material of watermain on Monroe St., and the pipe being installed around the same time, the potential exists to find galvanized service lines in this area. We are looking at designing the project as if all the water service will need to be replaced into the house. More information will come as we move forward with the design of the project in 2021.

### **Sanitary Sewer Construction**

The sanitary sewer on Monroe St. appears to be very old. The REGIS-GIS indicates the sanitary sewer was installed in 1934. I cannot find any information to support or dispute this date of installation. However, the video recordings of certain sections appear that the pipe material is very old. The pipe is vitrified clay pipe. It is possible the sewer was constructed as a combined system as was typical in those days. In 1972-1973 there was a project to install storm sewer along Monroe St. Also part of this project was changes made to the sanitary sewer system at the south end of Monroe St. There is no indication that any other sanitary sewer piping was changed during the 1972-1973 project.

The City of Lowell utilized a Stormwater, Asset Management, and Wastewater (SAW) grant through the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to review the sanitary and storm water systems and develop an asset management plan for improvements. Many portions of the sanitary sewer pipe on Monroe St. were inspected with video. A portion of the sewer pipe from Sherman St. to King St. was found to be in poor shape. The pipe has many cracks, settlements and off-sets, and many joints that appear to have separated. The project will replace this pipe with a plastic pipe. The service lines from the sewer main to the property line will also be replaced.

Additionally, the sanitary sewer pipe from just south of Main St. to the end of Monroe St. is in need of replacing. At Kent St. the SAW project found a large source of inflow and infiltration

(I/I) coming in from the Kent St. sanitary sewer pipe. The recommendation is to replace the pipe to reduce the inflow of clean water.

For the section of sanitary sewer pipe that travels beneath Main St. (M-21) the SAW project found several problems with leaky joints and cracked pipe. The proposed work for this section would be for the existing pipe to be lined in-place. This work consists a fabric liner placed inside the pipe. The liner insert is coated with an epoxy resin. The insert is installed and inflated inside the pipe. Once inflated the insert cures and hardens, leaving a smooth walled interior. This improves flow and stops any infiltration from entering into the sewer pipe.

During the design process we will need to perform additional inspection work on the existing pipes not already designated for replacement. This includes the section of sanitary sewer pipe from King to just north of Main St. We want to be certain the old pipes are in good shape and solid, and will last for many additional years.

### **Street Construction**

The underground work on Monroe St. will lead to the reconstruction of all the disturbed areas. Gravel base material will be installed in the disturbed areas and a new asphalt surface will be placed. Curb and gutter will be replaced as needed in areas disturbed and where driveway approaches are no longer needed. The high-backed curb along the west side of the street between High St. and King St. will be replaced. This curb does not have a gutter attached to help channel water to the storm sewer system.

Portions of the storm sewer system will be repaired and upgraded as needed. There are several known issues with catch basins and a short section of storm sewer piping. Underground excavation most likely will disturbed portions of the storm sewer. During the design process additional review will be made and proper actions taken.

Drive approaches will only be replaced if they are disturbed due to the construction work. Sidewalk ramps at intersections will be brought up to the most current ADA specification, as required by MDOT. Other sidewalk work will be done as needed due to construction.

During the design portion we will be researching how we can get delivery trucks into the area while limiting through traffic. The street is classified as "minor collector" on the Federal Highway Administration's National Functional Classification list of roadways. Because of this classification the City will receive \$375,000 in federal funding in FY2022 to put towards the street improvement portion of our Monroe St. project. Also because of the classification of this street, the City must follow the federal guidelines when putting limits or restrictions on streets. As we move forward with the project design we will work through possible allowable alternatives.

## Project Summary: Monroe Street Improvements

Project No. 202201

**Project Description:** Street and utility reconstruction of Monroe Street from Front Street to Fremont Street. Water main work includes upsizing the existing 4" main to an 8" main.

Wastewater improvements include 4 spot repairs, replacement of 2,150 feet of old clay pipe in poor condition, and 250 feet of cured-in-place- pipe (CIPP) lining under Main Street.

Storm sewer improvements include 3 spot repairs and almost 200 feet of a full replacement.

Surface improvements include sidewalk replacement on an as-needed basis, curb/gutter replacement, driveway replacement and a reconstructed street.



**Planned Year<sup>(1)</sup>:** 2022

### Anticipated Project Costs<sup>(2)</sup>:

Water System Improvements	\$928,452
Wastewater System Improvements	\$952,223
Stormwater System Improvements	\$0
Street Improvements	\$0
<b>Total Project Cost</b>	<b>\$1,880,675</b>

(1) Planned Year is subject to change pending annual review of Village wide priorities and available funds.

(2) Project cost is estimated in 2019 dollars, with a 2% inflation rate applied annually until the project's planned year.



## Project Summary: Kent Street Improvements

Project No. 202601

**Project Description:** Street and utility improvements on Kent Street from Monroe Street to Washington Street. The utility improvement includes adding 6" water main along Kent Street, creating a new loop. Street improvements include removing and replacing the asphalt, curb/gutter replacement, and new concrete driveway approaches. This portion of road does not currently contain sidewalk on either side of the road.



**Planned Year<sup>(1)</sup>:** 2026

### Anticipated Project Costs<sup>(2)</sup>:

Water System Improvements	\$0
Wastewater System Improvements	\$131,107
Stormwater System Improvements	\$0
Street Improvements	\$0
<b>Total Project Cost</b>	<b>\$131,107</b>

(1) Planned Year is subject to change pending annual review of Village wide priorities and available funds.

(2) Project cost is estimated in 2019 dollars, with a 2% inflation rate applied annually until the project's planned year.

## Project Summary: King Street Improvements

Project No. 202901

**Project Description** Street and utility improvements on Jefferson Street from Kent Street to Main Street. The utility improvement includes installing 700' of new water main. Street improvements include removing and replacing the asphalt, as needed sidewalk & curb/gutter replacement, and new concrete driveway approaches.



**Planned Year<sup>(1)</sup>:** 2029

### Anticipated Project Costs<sup>(2)</sup>:

Water System Improvements	\$364,040
Wastewater System Improvements	\$0
Stormwater System Improvements	\$0
Street Improvements	\$0
<b>Total Project Cost</b>	<b>\$364,040</b>

(1) Planned Year is subject to change pending annual review of Village wide priorities and available funds.

(2) Project cost is estimated in 2019 dollars, with a 2% inflation rate applied annually until the project's planned year.

## Lowell PASER Report by Road Name

PRNo	Road Name	Segment Name	From Description	To Description	P.O.B	P.O.E	Length	City/Twp	NFC	Legal System	Surface Subtype	Last Resurf	Last Eval	Last Rating	Last IBR
438210	Mercer St SE	Mercer St SE	Lincoln Lake Ave SE	N Hudson St SE	0.000	0.069	0.069	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
		Mercer St SE	N Hudson St SE	Riverside Dr SE	0.069	0.118	0.049	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
443404	Mercer St SE	Mercer St SE	Amily St SE	Lincoln Lake Ave SE	0.000	0.070	0.070	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
443504	N Monroe St SE	S Monroe St SE	Kent St SE	N Monroe St SE	0.040	0.101	0.061	Lowell	Local	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	N Monroe St SE	Avery St SE	0.101	0.162	0.061	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	8	0
		N Monroe St SE	Avery St SE	High St SE	0.162	0.234	0.072	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	High St SE	King St SE	0.234	0.306	0.072	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	King St SE	North St SE	0.306	0.377	0.071	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	North St SE	Marsac St SE	0.377	0.443	0.066	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	Marsac St SE	Pine St SE	0.443	0.495	0.052	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	Pine St SE	Grant St SE	0.495	0.555	0.060	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	Grant St SE	Sherman St SE	0.555	0.626	0.071	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	Sherman St SE	Fremont St SE	0.626	0.699	0.073	Lowell	MinColl	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Monroe St SE	Fremont St SE	N Washington St SE	0.699	1.052	0.353	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
443410	North St SE	North St SE	Lafayette St SE	N Monroe St SE	0.000	0.059	0.059	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
		North St SE	N Monroe St SE	N Washington St SE	0.059	0.131	0.072	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
		North St SE	N Washington St SE	N Jefferson St SE	0.131	0.203	0.072	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
		North St SE	N Jefferson St SE	N Jackson St SE	0.203	0.275	0.072	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
438203	Ottawa St SE	Ottawa St SE	Brook St SE	Attribute Change	0.000	0.044	0.044	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0

# **WASHINGTON STREET RECONSTRUCTION PROJECT**

## **Construction 2023**

### **OVERVIEW**

At this time, the City of Lowell is anticipating the total reconstruction of Washington St. from the south terminus at Front St. to the north terminus at Fremont St. (approximately 3,700 ft.). Included in this work is the installation of new 8-inch diameter watermain from Front St. to Main St. and from Main St. to Grant St. (approximately 3,000 ft.). This would replace the existing 4-inch diameter watermain found in this location. While Washington St. from Main St. to Avery St. was resurfaced and underdrains installed in 2015, the watermain in this section is 4-inch diameter pipe that was installed over 50 years ago, and should be considered for replacement. The sanitary sewer is proposed to be replaced from Avery St. to Grant St. (approximately 1,900 ft.). The storm sewer along the entire portion of Washington St. will be repaired/replaced as needed during construction.

At this time the total estimated cost for the proposed work is \$1,553,000. This estimate most likely will change when preliminary engineering work is completed.

Further review of the infrastructure on Washington St. and the connecting streets will be necessary during the design process. Items that may potentially be added to the project will be replacement of asphalt on streets connecting between Monroe St., Washington St., and Jefferson St.; replacement of sanitary sewer main stubs on Sherman St., Grant St., Kent St.; installation of 8-inch watermain on Kent St. (Washington St. to Jefferson St.) to improve fire flows at the south end of the area; line-in-place improvements or replacement of the sanitary sewer pipe from Grant St. to Fremont St., as well as from Avery St. to Front St. due to deterioration of the existing sanitary sewer pipe. Indications are the sewer pipe south of Avery St. could be over 85 years old!

The City is looking at securing the funds necessary to perform this work. Project design work would begin in 2021 with field work being completed at the same time as the Monroe St. design. This would help to maximize the field work (survey, soil borings, etc.) and save money on the design. The entire project design would be completed in 2022, with construction scheduled for 2023. Due to Washington St. being classified as a Local Street, there is no MDOT funding available for this street work. Outside funding is being sought through the United States Department of Agriculture (USDA) for a loan to cover the utility project costs. The USDA funding can only be used on utility projects such as watermain and sanitary sewer work. These funds are not available for only street work. The loan comes at a low interest rate with payments that can be spread across 40 years and does not have a penalty for early payback. Further discussion on USDA funding is forthcoming.

The construction work would begin as early as possible in spring 2023, with anticipated project “open-to-traffic” by mid-November 2023, and final completion of restoration work in spring 2024.

### **Watermain Construction**

The majority of the watermain on Washington St. is 4-inch diameter cast-iron pipe, of which the entire section north of Main St. was installed in 1970-1973. According to the REGIS-GIS the portion from Main St. to Front St. was installed in 1950. Replacement of the 4-inch watermain with larger, 8-inch ductile iron pipes will help with flow in the entire area. The short section of 6-inch watermain from Grant St. to Fremont St. is not part of the replacement on Washington St. at this time. Further investigation and evaluation will be undertaken prior to the final design of the project.

The water reliability study from 2015 shows areas south of Main St. to have fire flows less than 1,000 gpm. Increasing the water flow into the area with larger piping should help to resolve these issues. Also, making a connection on Kent St between Monroe St. and Washington St. will also provide better flow into this southern area (for more information see the Monroe St. project overview).

Watermain sizing is based on the amount of water necessary to meet quantity and fire flow needs. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) approves all watermain installation. Their current minimum requirement for watermain is 8-inch diameter pipe.

Additional research into the needs of the water system will continue as we move forward to design the Washington St. watermain replacement. At this time there is no watermain between Monroe St. and Washington St. on Sherman St., Grant St., King St., High St., Avery St., and Kent St. However, there are some long water services that provide water to homes on these short street segments.

Along with watermain replacement will be the replacement of the water service from the watermain to the curb stop shutoff near the property line. The City may be responsible to replace water services from the curb stop to the house. Recently there was a service line on Jackson St. that was leaking. Upon inspection we found the City portion of the service to be made of galvanized pipe. When we exposed the watermain we found there to be a short (less than 2-ft long) piece of lead pipe (gooseneck) connected to the water service. The current Lead Rule from EGLE says anytime the City comes across a water service with a lead gooseneck, or a galvanized pipe that MIGHT have been connected to a lead gooseneck at one time, then the City is responsible to replace the entire water service line from the watermain into the house. The current watermain on Washington St. is the same type of pipe as the pipe on Jackson St.

and was installed around the same time. The potential exists to find galvanized services line in the Washington St. area. We are looking at designing the project as if all the water services will need to be replaced into the house. More information will come as we move forward with the design of the project and from what we may find with existing water services on the Monroe St. construction project.

### **Sanitary Sewer Construction**

Sections of the sanitary sewer on Washington St. were first installed in 1934. Portions were replaced in the 1950's, and a second parallel line was installed in 1959 between Avery St. and King St. The pipe is vitrified clay pipe. Most of the older sections of pipe are larger in size (12-inch up to 27-inch diameter pipe), most likely due to this pipe being originally a combined sewer of sanitary and storm water. In 1972-1973 there was a project to install storm sewer along Washington St. to separate the two flows. In 1970 there were sanitary sewer stubs installed on Grant St., High St., and Kent St. that appear to service one or two parcels on each street. There is no indication that any other sanitary sewer piping was changed during the 1972-1973 project.

The City of Lowell utilized a Stormwater, Asset Management, and Wastewater (SAW) grant through the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to review our sanitary sewer and storm water systems and developed an asset management plan for improvements. Several portions of the sanitary sewer pipe on Washington St. were inspected with video, although not all sections have been inspected. A portion of the sewer pipe from Avery St. to Grant St. was found to be in poor shape and in need of replacement. The project will replace this pipe with a plastic pipe. The service lines from the sewer main to the property line will also be replaced. FYI, there are two parallel sanitary sewer lines on Washington St. from Avery St. to High St. Both pipes will be eliminated and replaced with one pipe.

During the design process we will need to perform additional investigation and evaluation of the remaining sanitary sewer system on Washington St. from Avery St. to the south end. The large piping in this area (24-inch and 27-inch diameter) was installed in 1934. The current information available is not complete and difficult to follow. Also, the section from Grant St. to Fremont St. will receive additional investigation/evaluation.

A thorough review of the entire Washington St. system is needed to make the proper determinations of the necessary repairs to the pipes. We want to be certain the old pipes are in good shape and solid, and will last for many additional years.

### **Street Construction**

The underground work on Washington St. will lead to the reconstruction of all the disturbed areas. Gravel base material will be installed in the disturbed areas and a new asphalt surface will be placed. Curb and gutter will be replaced as needed in areas disturbed and where driveway approaches are no longer needed.

Portions of the storm sewer system will be repaired and upgraded as needed. Underground excavation most likely will disturb portions of the storm sewer. During the design process additional review will be made and proper actions taken.

Drive approaches will only be replaced if they are disturbed due to the construction work. Sidewalk ramps at intersections will be brought up to the most current ADA specifications. Other sidewalk work will be done as needed due to construction.

Other areas to be considered for paving are the side streets that run between Washington St. and Monroe St., as well as from Monroe St. to Jackson St. If these short segments are in poor shape it would be more economical to resurface them at the same time as when the other street projects are ongoing. Unfortunately, the USDA funding is not available for this street work without any utility work to go along with it. Therefore, utilities on these short street segments will be reviewed.



## Project Summary: Washington Street Improvements

Project No. 202101

**Project Description:** Street and utility reconstruction of Washington Street from Main Street to Fremont Street. Water main improvements includes upsizing the existing 4" main to an 8" main.

Wastewater improvements include replacing failing clay pipe that was installed in the 1930's. Work would also include replacing parallel wastewater pipes that run parallel from Avery Street to North Street with one appropriately sized pipe.

Surface improvements include sidewalk replacement on an as-needed basis, curb/gutter replacement, driveway replacement and a reconstructed street.



**Planned Year<sup>(1)</sup>:** 2021

### Anticipated Project Costs<sup>(2)</sup>:

Water System Improvements	\$724,027
Wastewater System Improvements	\$829,465
Stormwater System Improvements	\$0
Street Improvements	\$0
<b>Total Project Cost</b>	<b>\$1,553,492</b>

*(1) Planned Year is subject to change pending annual review of Village wide priorities and available funds.*

*(2) Project cost is estimated in 2019 dollars, with a 2% inflation rate applied annually until the project's planned year.*



## Lowell PASER Report by Road Name

PRNo	Road Name	Segment Name	From Description	To Description	P.O.B	P.O.E	Length	City/Twp	NFC	Legal System	Surface Subtype	Last Resurf	Last Eval	Last Rating	Last IBR
3410223	Valley Vista Dr SE										Standard				
443507	N Washington St SE														
		S Washington St SE	Front St SE	Kent St SE	0.000	0.069	0.069	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
		S Washington St SE	Kent St SE	N Washington St SE & E Main St SE	0.069	0.129	0.060	Lowell	Local	CtyMajSt	Asphalt-Standard	0	2020	2	0
		N Washington St SE	E Main St SE & S Washington St SE	Avery St SE	0.129	0.190	0.061	Lowell	Local	CtyMajSt	Asphalt-Standard	0	2020	8	0
		N Washington St SE	Avery St SE	High St SE	0.190	0.262	0.072	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
		N Washington St SE	High St SE	King St SE	0.262	0.334	0.072	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	1	0
		N Washington St SE	King St SE	North St SE	0.334	0.406	0.072	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	1	0
		N Washington St SE	North St SE	Grant St SE	0.406	0.564	0.158	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	1	0
		N Washington St SE	Grant St SE	Sherman St SE	0.564	0.637	0.073	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	1	0
		N Washington St SE	Sherman St SE	N Jefferson St SE	0.637	0.711	0.074	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	1	0
		N Washington St SE	N Jefferson St SE	City/Twp Line	0.711	0.767	0.056	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	8	0
		N Washington St SE	City/Twp Line	N Monroe St SE	0.767	0.946	0.179	Lowell	Local	CoLocRd	Asphalt-Standard	0	2020	6	0
		N Washington St SE	N Monroe St SE	Crestwood Dr SE	0.946	1.116	0.170	Vergennes Twp	Local	CoLocRd	Sealcoat-Standard	0	2019	3	0
		N Washington St SE	Crestwood Dr SE	City/Twp Line	1.116	1.150	0.034	Vergennes Twp	Local	CoLocRd	Sealcoat-Standard	0	2019	3	0
		N Washington St SE	City/Twp Line	City/Twp Line	1.150	1.161	0.011	Lowell	Local	CoLocRd	Sealcoat-Standard	0	2020	3	0
3415007	W Water SE														
		W Water SE	W Main St SE	Dead End or Start	0.000	0.032	0.032	Lowell	Local	CtyMajSt	Asphalt-Standard	0	2020	2	0
443301	N West Ave SE														
		N West Ave SE	Sibley St SE	Heffron St SE	0.000	0.094	0.094	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
		N West Ave SE	Heffron St SE	Dead End or Start	0.094	0.149	0.055	Lowell	Local	CtyMinSt	Asphalt-Standard	0	2020	2	0
443303	S West Ave SE														
		S West Ave SE	Bowes Rd SE	W Main St SE	0.000	0.174	0.174	Lowell	Local	CtyMajSt	Asphalt-Standard	0	2020	5	0

# Memorandum



**DATE:** October 15, 2020

**TO:** Michael Burns, City Manager

**FROM:** Daniel Czarnecki, Public Works Director

**PUBLIC WORKS**

**RE: Monroe St and Washington St.  
USDA Scope of Services**

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For the Monroe St. and the Washington St. infrastructure improvement projects, the City is considering utilizing the United States Department of Agriculture to apply for a loan to perform the work through their Rural Utility Services loan program. The loan has several components within its application process. One item includes providing preliminary engineering reports for each street. The reports need to address the water component and the sanitary sewer component separately for each street. A second item is for a map showing the utilities within the street rights-of-ways or on existing easements.

We have met with and discussed this loan program option with Mr. Paul Bristol from USDA, as well as with Dave Austin and Brandon Mieras from Williams & Works. Our engineers have worked with this process for other communities and have further discussed the needs of our project application with USDA.

Williams & Works has provided us with a scope of services to perform the Preliminary Engineering Reports (PER) and to provide utility right-of-way maps to meet the needs of USDA and the application process. The PER will better define the project and separate utility construction needs. Cost estimates generated through the PER process will be used to apply for funding for our projects. The ROW map will show all our utilities within the City. The map will be utilized by the City Attorney as they prepare their legal opinion relative to the title to rights-of-ways and easements on the entire City of Lowell Water and Sanitary sewer system. Williams & Works has indicated they can do the PER and the ROW map for a cost not exceed \$12,500.

It is my recommendation: **That the Lowell City Council approves the N. Monroe and Washington Avenue USDA Preliminary Engineering Report and Right-of-Way Map services with Williams & Works, as outlined in their scope of services dated October 14, 2020, for the amount of \$12,500.00.**

# williams&works

engineers | surveyors | planners

October 14, 2020

Mr. Dan Czarnecki  
Public Works Director  
City of Lowell  
217 S. Hudson  
Lowell, MI 49331

**Re: N. Monroe & Washington Avenue USDA Preliminary Engineering Report & Right-of-Way Map**

Dear Mr. Czarnecki:

The City is considering applying for USDA Rural Utility Services loans to assist in the construction of water and sanitary sewer improvements to N. Monroe and N. Washington Streets as a part of planned street resurfacing projects. There are two unique requirements associated with the USDA loans that require professional services; the development of Preliminary Engineering Report, and the creation of two utility Right-of-Way Maps.

## **Preliminary Engineering Report**

The Preliminary Engineering Report (PER) defines and evaluates technical alternatives for the project, develops capital and operations estimates of cost, performs a life cycle cost analysis and proposes a recommended project. (See attached General Outline of Preliminary Engineering Report from USDA). When completed, the PER is presented to USDA for review and comment. Once approved, it serves as the basis for the detailed design of the project, and defines the scope of work eligible for USDA funding.

While there will be a total of four (4) unique loan applications, one each for water and sewer for both N. Monroe and N. Washington streets. The USDA has indicated that only two (2) PER's will be required; one for each street project. In each PER, there will be a section for water and a separate section for sewer.

Each PER will be submitted electronically as well as two (2) printed versions for each project.

## **Right-of-Way Maps**

Applicants to USDA are responsible for obtaining continuous and adequate rights-of-way and interest in land needed for the construction, operation, and maintenance of the utilities, and for identifying all easements on property owned by the Applicant. For this, the City must provide a legal opinion relative to the title to rights-of-way and easements on the **entire** City of Lowell water and wastewater system. Attached to the legal opinion must be a color-coded Right-of-Way Map showing construction easements, existing and planned permanent easements, and any land acquired for the project. Typically, the Engineer will prepare the preliminary map for review by the City's legal counsel, who will then verify the ownership of the properties occupied by the utilities. Both the water system and the sewer system must have their own map. Attached is an example from a recent Williams & Works project.

Working with the Department of Public Works staff and using available information from the water system and sanitary sewer system asset management plans, we will develop a preliminary map and list of properties for presentation to the City's legal counsel for review and confirmation. We will finalize the map which will be used with the issuance of the required Right-of-Way Certificate.

#### **Schedule**

We are available to begin the above services immediately upon authorization from the City and estimate completion within 60 days.

#### **Professional Fees**


Williams & Works will provide the Professional Engineering Report and Right-of Way Map services for a total not-to-exceed amount of \$12,500.

*Note: All the above fees are eligible for reimbursement by the USDA loan.*

We appreciate this opportunity to be of service to the City of Lowell on these much-needed utility improvements. We offer the City significant and recent experience in assisting other clients with USDA projects which assist in putting the City in the best position to qualify for the desired funding.

Sincerely,

**Williams & Works**



Dave Austin, P.E.  
Project Manager



Brandon Mieras, P.E.  
Principal

Enclosures: PER Outline  
Sample Utility ROW Map

Cc: Michael Burns, City Manager  
File

# **Dorr-Leighton Wastewater Authority Sewer Map Legend**

- Roads
- Lift Stations
- Manholes
- Force Main
- Sanitary Sewer
- 8-inch
- 12-inch
- 15-inch
- Twp Property
- Easement
- Public ROW
- AssessDist
- SAD 1
- SAD 2
- SAD 3
- SAD 4
- SAD 5

Total Service Area:  
2,650 Acres

1 inch = 625 feet  
0 625 1,250 2,500 Feet



**williams & works**  
engineering, surveying, planning

Engineer and Applicable Calculation of Right of Way

This statement is made, verified and true to the best of my knowledge and belief, and I am a duly Licensed Professional Engineer in the State of Illinois.

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

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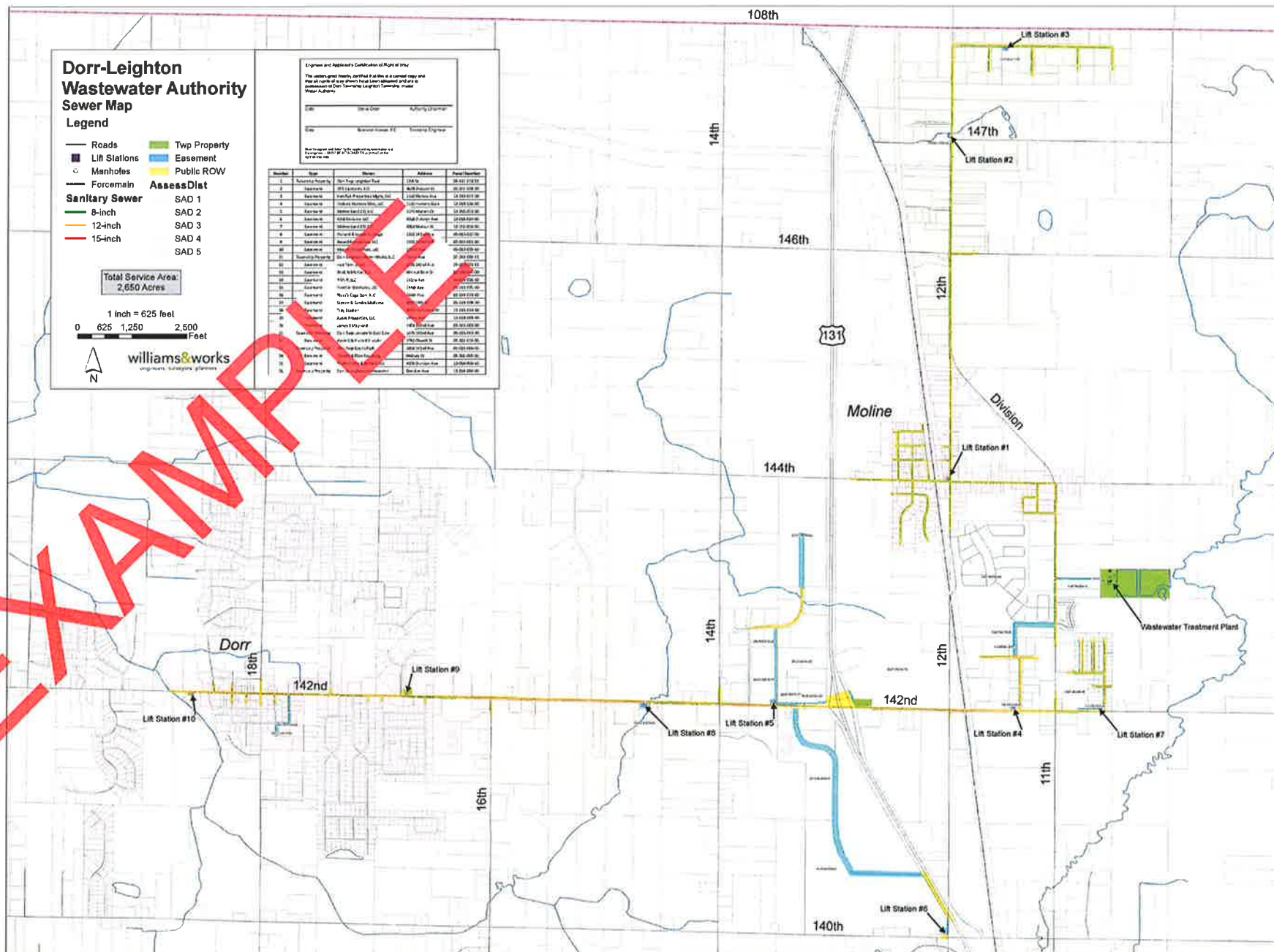
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EXAMPLE



CITY OF LOWELL  
REPORT FOR : SEPTEMBER  
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 23.07015 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE  
MONTH OF: SEPTEMBER TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION  
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 348.08 HOURS, WHICH RESULTED IN  
431 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 131.21

ELECTRICAL COST PER MILLION GALLONS: \$ 207.23

TOTAL COST PER MILLION GALLONS: \$ 338.44

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WATER PRODUCTION

DAILY AVERAGE: 0.769 MILLION GALLONS

DAILY MAXIMUM: 0.872 MILLION GALLONS

DAILY MINIMUM: 0.609 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 11.228 HOURS PER DAY.



**MONTHLY COMPARISON TOTALS  
SEPTEMBER 2019 / SEPTEMBER 2020**

ACTIVITY	SEPTEMBER	2019 YEAR-TO-DATE	SEPTEMBER	2020 YEAR-TO-DATE
Total Arrests	29	173	7	67
Alcohol (MIP/Open Intox)	4	21	0	3
Drug Law Violations	0	9	0	1
Drunk Driving	3	14	0	9
Suspended License	2	10	1	13
Warrant Arrest	13	66	5	21
Other Arrests	7	53	1	20
Assault	2	12	0	6
Assault (Verbal)	6	35	5	45
Assault (Domestic)	1	13	0	19
Assist from Other Agency	8	93	4	65
Assist to Other Agency	20	128	14	168
Assist to Citizen	29	291	59	257
Breaking & Entering	1	13	1	6
Disorderly Conduct	7	41	0	21
Dog Complaints	4	29	0	21
Larceny	8	75	4	39
Malicious Destruction	2	19	0	8
Motorist Assist	4	81	10	51
Ordinance Violations	5	33	2	42
Accident Total	10	92	9	107
{Property Damage}	9	82	9	98
{Personal Injury}	1	10	0	9
Citations Issued	38	266	31	204
Traffic Stops: Warned	94	788	59	524
# of Traffic Stops Made	128	983	89	710
TOTAL COMPLAINTS	195	1708	174	1547

## **AGENCIES ASSISTING LOWELL P.D. SEPTEMBER 2020**

<b>20-1519</b>	<b>9/26/2020</b>	<b>WARRANT ARREST</b>	<b>KENT COUNTY</b>	<b>ASSISTED</b>
<b>20-1523</b>	<b>9/27/2020</b>	<b>DOMESTIC</b>	<b>KENT COUNTY</b>	<b>BACK UP</b>
<b>20-1525</b>	<b>9/28/2020</b>	<b>SUSPICIOUS</b>	<b>KENT COUNTY</b>	<b>ASSISTED</b>
<b>20-1530</b>	<b>9/29/2020</b>	<b>DOMESTIC</b>	<b>KENT COUNTY</b>	<b>BACK UP</b>



## ASSISTING OTHER AGENCIES SEPTEMBER 2020

20-1402	9/4/20 20	DOMESTIC	KENT COUNTY	BACK UP	LOWELL TWP
20-1403	9/5/20 20	POSS OVERDOSE/CCW	KENT COUNTY	BACK UP	VERGENNES TWP
20-1407	9/6/20 20	SUSPICIOUS	KENT COUNTY	ASSIST	LOWELL TWP
20-1411	9/6/20 20	SUSPICIOUS	KENT COUNTY	ASSIST	LOWELL TWP
20-1432	9/9/20 20	RECKLESS DRIVING	KENT COUNTY	BACK UP	LOWELL TWP
20-1445	9/13/2 020	CPS REFERRAL	CPS	ASSIST	CITY OF LOWELL
20-1457	9/15/2 020	DOMESTIC	KENT COUNTY	BACK UP	LOWELL TWP
20-1482	9/19/2 020	SUSPICIOUS	KENT COUNTY	ASSIST	LOWELL TWP
20-1484	9/19/2 020	ILLEGAL BURN	LOWELL FIRE DEPT	ASSIST	CITY OF LOWELL
20-1490	9/20/2 020	911 HANGUP	KENT COUNTY	ASSIST	LOWELL TWP
20-1509	9/23/2 020	ALARM	KENT COUNTY	BACK UP	LOWELL TWP
20-1514	9/24/2 020	SUSPICIOUS	KENT COUNTY	ASSIST	LOWELL TWP
20-1516	9/25/2 020	SUSPICIOUS	KENT COUNTY	ASSIST	LOWELL TWP
20-1543	9/30/2 020	DOMESTIC	KENT COUNTY	ASSIST	LOWELL TWP

**LOWELL POLICE DEPARTMENT  
MONTHLY REPORT SUMMARY  
CALENDAR YEAR 2020**

<b>Complaint Book Total</b>	<b>203</b>	<b>369</b>	<b>512</b>	<b>628</b>	<b>752</b>	<b>944</b>	<b>1136</b>	<b>1374</b>	<b>1547</b>				
<b>Activity</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>TOTAL</b>
<b>Total Arrests</b>	12	13	10	0	7	5	7	6	7				67
<b>Alcohol (MIP/Open Intox)</b>	2	0	0	0	0	1	0	0	0				3
<b>Drug Law Violations</b>	0	0	0	0	0	0	0	1	0				1
<b>Drunk Driving</b>	1	2	1	0	2	2	0	1	0				9
<b>Suspended License</b>	0	4	2	0	2	0	3	1	1				13
<b>Warrant Arrest</b>	4	2	4	0	2	1	3	0	5				21
<b>Other Arrests</b>	5	5	3	0	1	1	1	3	1				20
<b>Assault</b>	5	0	0	0	1	0	0	0	0				6
<b>Assault (Civil/Verbal)</b>	2	5	3	6	1	4	11	8	5				45
<b>Assault (Domestic)</b>	4	0	5	1	4	4	1	0	0				19
<b>Assist from Other Agency</b>	13	9	6	2	13	13	1	4	4				65
<b>Assist to Other Agency</b>	14	20	18	17	26	17	24	18	14				168
<b>Assist to Citizen</b>	17	26	15	11	14	26	28	61	59				257
<b>Breaking &amp; Entering</b>	1	0	0	1	1	2	0	0	1				6
<b>Disorderly Conduct</b>	3	4	1	6	1	1	4	1	0				21
<b>Dog/Animal</b>	5	2	5	0	3	1	2	3	0				21
<b>Larceny</b>	4	2	2	5	4	6	3	9	4				39
<b>Malicious Destruction</b>	0	2	2	1	0	0	3	0	0				8
<b>Motorist Assist</b>	9	6	3	2	5	7	2	7	10				51
<b>Ordinance Violations</b>	10	6	6	4	2	9	3	0	2				42
<b>Accident Total</b>	8	9	5	6	4	3	7	11	9				62
<b>{Property Damage}</b>	8	6	5	6	4	2	6	7	9				53
<b>{Personal Injury}</b>	0	3	0	0	0	1	1	4	0				9
<b>Citations Issued</b>	38	47	15	0	30	6	25	12	31				204
<b>Traffic Stops: Warned</b>	109	101	55	4	9	36	95	56	59				524
<b>Total # of Traffic Stops</b>	147	130	62	2	38	40	130	72	89				710

# Lowell Area Fire Dept.

Lowell, MI

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

Start Date: 09/01/2020 | End Date: 09/30/2020

DATE	INCIDENT #	INCIDENT TYPE	SHIFT	ZONE	# APP.
09/01/2020	2020-537	322 - Motor vehicle accident with injuries		Lowell Township - Lowell Township	1
09/01/2020	2020-538	321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1
09/02/2020	2020-539	444 - Power line down		City of Lowell - City	2
09/03/2020	2020-540	321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1
09/04/2020	2020-541	745 - Alarm system activation, no fire - unintentional		City of Lowell - City	1
09/05/2020	2020-542	321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2
09/05/2020	2020-543	611 - Dispatched & cancelled en route		Vergennes Township - Vergennes Township	1
09/05/2020	2020-544	321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1
09/06/2020	2020-545	321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1
09/07/2020	2020-546	611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1
09/07/2020	2020-547	561 - Unauthorized burning		City of Lowell - City	1
09/08/2020	2020-548	321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1
09/09/2020	2020-549	321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1
09/09/2020	2020-550	730 - System malfunction, other		Vergennes Township - Vergennes Township	1
09/09/2020	2020-551	424 - Carbon monoxide incident		Lowell Township - Lowell Township	2
09/10/2020	2020-552	321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2
09/11/2020	2020-553	611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1
09/13/2020	2020-554	321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1
09/13/2020	2020-555	321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1
09/13/2020	2020-556	321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1
09/13/2020	2020-557	600 - Good intent call, other		City of Lowell - City	2
09/13/2020	2020-558	321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1
09/14/2020	2020-559	730 - System malfunction, other		City of Lowell - City	1

Only REVIEWED incidents included.

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09/15/2020	2020-560	111 - Building fire	Lowell Township - Lowell Township	3
09/15/2020	2020-561	321 - EMS call, excluding vehicle accident with injury	City of Lowell - City	1
09/15/2020	2020-562	321 - EMS call, excluding vehicle accident with injury	City of Lowell - City	1
09/15/2020	2020-563	321 - EMS call, excluding vehicle accident with injury	Lowell Township - Lowell Township	2
09/17/2020	2020-564	611 - Dispatched & cancelled en route	City of Lowell - City	1
09/18/2020	2020-565	321 - EMS call, excluding vehicle accident with injury	Vergennes Township - Vergennes Township	1
09/18/2020	2020-566	151 - Outside rubbish, trash or waste fire	City of Lowell - City	2
09/19/2020	2020-567	321 - EMS call, excluding vehicle accident with injury	Lowell Township - Lowell Township	2
09/19/2020	2020-568	321 - EMS call, excluding vehicle accident with injury	Vergennes Township - Vergennes Township	1
09/19/2020	2020-569	561 - Unauthorized burning	City of Lowell - City	2
09/20/2020	2020-571	424 - Carbon monoxide incident	Lowell Township - Lowell Township	1
09/20/2020	2020-572	321 - EMS call, excluding vehicle accident with injury	City of Lowell - City	1
09/21/2020	2020-573	321 - EMS call, excluding vehicle accident with injury	City of Lowell - City	1
09/22/2020	2020-574	321 - EMS call, excluding vehicle accident with injury	City of Lowell - City	1
09/22/2020	2020-575	600 - Good intent call, other	Vergennes Township - Vergennes Township	1
09/22/2020	2020-576	321 - EMS call, excluding vehicle accident with injury	City of Lowell - City	1
09/23/2020	2020-577	311 - Medical assist, assist EMS crew	City of Lowell - City	1
09/23/2020	2020-578	611 - Dispatched & cancelled en route	City of Lowell - City	1
09/23/2020	2020-579	311 - Medical assist, assist EMS crew	City of Lowell - City	1
09/23/2020	2020-580	111 - Building fire	Ada - Ada Township	2
09/23/2020	2020-581	611 - Dispatched & cancelled en route	Vergennes Township - Vergennes Township	1
09/23/2020	2020-582	321 - EMS call, excluding vehicle accident with injury	Vergennes Township - Vergennes Township	1
09/24/2020	2020-583	321 - EMS call, excluding vehicle accident with injury	Lowell Township - Lowell Township	2
09/24/2020	2020-584	321 - EMS call, excluding vehicle accident with injury	Lowell Township - Lowell Township	1
09/25/2020	2020-585	321 - EMS call, excluding vehicle accident with injury	City of Lowell - City	1
09/26/2020	2020-586	321 - EMS call, excluding vehicle accident with injury	Lowell Township - Lowell Township	1
09/28/2020	2020-588	321 - EMS call, excluding vehicle accident with injury	Vergennes Township - Vergennes Township	1

09/28/2020	2020-589		611 - Dispatched & cancelled en route		City of Lowell - City	1
09/29/2020	2020-590		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1
09/29/2020	2020-591		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2
09/30/2020	2020-593		611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1
09/30/2020	2020-594		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1
09/30/2020	2020-595		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2
09/30/2020	2020-596		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1
09/30/2020	2020-597		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1

**TOTAL # INC**



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Only REVIEWED incidents included.



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**IDENTS: 58**



# Lowell Area Fire Dept.

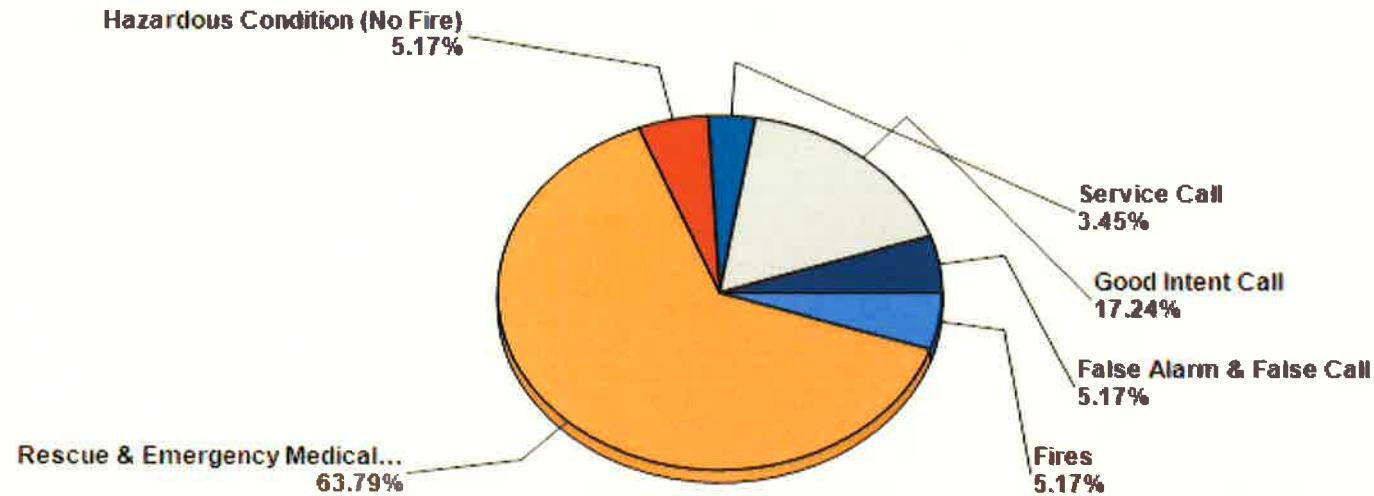
Lowell, MI

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2020 | End Date: 09/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	5.17%
Rescue & Emergency Medical Service	37	63.79%
Hazardous Condition (No Fire)	3	5.17%
Service Call	2	3.45%
Good Intent Call	10	17.24%
False Alarm & False Call	3	5.17%
<b>TOTAL</b>	<b>58</b>	<b>100%</b>

# Lowell Area Fire Dept.

Lowell, MI

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## Incident Count per Zone for Date Range

Start Date: 09/01/2020 | End Date: 09/30/2020



ZONE	# INCIDENTS
Ada - Ada Township	1
City of Lowell - City	28
Lowell Township - Lowell Township	18
Vergennes Township - Vergennes Township	11
TOTAL:	58

# Lowell Area Fire Dept.

Lowell, MI

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

Start Date: 09/01/2020 | End Date: 09/30/2020

ZONE	INCIDENT COUNT	MAN-HOURS
Ada - Ada Township	1	13:02
City of Lowell - City	28	19:03
Lowell Township - Lowell Township	18	23:53
Vergennes Township - Vergennes Township	11	7:38
<b>TOTAL</b>	<b>58</b>	<b>63:36</b>



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

Friday, October 16, 2020

Fire Authority Board:

We responded to 58 total incidents for the month of September, including an aid to Ada Fire on a house fire and a fire in a house in Lowell TWP.

We have partnered with Michigan SAFE and WOTV 4 to provide free smoke detectors and CO alarms to area residents. In September we installed 7 smoke detectors and three CO alarms. There will be a media release coming soon.

Brenda Herron is new probationary member starting with us, she is currently an EMT with Rockford Ambulance. She is starting Fire Academy this month. Her and her husband live in Vergennes TWP.

Matt Harrison has completed his MFR testing and is starting Fire Academy in October.

We have begun a station clean out of old and outdated equipment.

Several members assisted in a complete remodel of the Chief's office.

The Officers have started Sunday night meetings back up.

Please feel free to contact me at (616) 826-3297 with any questions or concerns.

Respectfully, Shannon Witherell

Interim Fire Chief, Lowell Area Fire Dept.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,095,381.37	1,703,562.95	1,396,661.25	391,818.42	81.30
STATE	STATE GRANTS	348,250.00	13.75	0.00	348,236.25	0.00
LICPER	LICENSES AND PERMITS	42,918.00	20,350.93	1,025.00	22,567.07	47.42
CHARGES	CHARGES FOR SERVICES	370,683.00	19,163.36	3,588.86	351,519.64	5.17
INT	INTEREST AND RENTS	15,100.00	0.00	0.00	15,100.00	0.00
OTHER	OTHER REVENUE	17,100.00	9,059.45	5,329.98	8,040.55	52.98
TRANSIN	TRANSFERS IN	308,632.00	0.00	0.00	308,632.00	0.00
FINES	FINES AND FORFEITURES	6,550.00	1,134.00	22.50	5,416.00	17.31
LOCAL	LOCAL CONTRIBUTIONS	14,108.00	5,294.57	0.00	8,813.43	37.53
TOTAL REVENUES		3,218,722.37	1,758,579.01	1,406,627.59	1,460,143.36	54.64
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	20,644.65	533.36	410.46	20,111.29	2.58
172	MANAGER	216,291.41	28,008.53	9,800.19	188,282.88	12.95
191	ELECTIONS	12,888.00	3,424.47	713.64	9,463.53	26.57
209	ASSESSOR	59,620.00	11,047.88	3,801.12	48,572.12	18.53
210	ATTORNEY	65,000.00	8,139.00	1,305.00	56,861.00	12.52
215	CLERK	139,683.01	28,113.97	9,511.37	111,569.04	20.13
253	TREASURER	232,848.98	73,953.08	16,332.66	158,895.90	31.76
265	CITY HALL	139,223.54	31,982.69	11,340.12	107,240.85	22.97
276	CEMETERY	137,863.96	24,526.65	8,338.59	113,337.31	17.79
294	UNALLOCATED MISCELLANEOUS	7,000.00	117,031.00	0.00	(110,031.00)	1,671.87
301	POLICE DEPARTMENT	873,572.11	179,979.98	62,886.62	693,592.13	20.60
305	CODE ENFORCEMENT	0.00	12,239.88	2,161.00	(12,239.88)	100.00
336	FIRE	121,534.51	28,973.12	0.00	92,561.39	23.84
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	55,427.06	10,222.13	4,130.93	45,204.93	18.44
426	EMERGENCY MANAGEMENT	0.00	15,534.72	3,389.30	(15,534.72)	100.00
441	DEPARTMENT OF PUBLIC WORKS	299,276.91	49,280.53	17,834.73	249,996.38	16.47
442	SIDEWALK	3,895.66	512.07	452.88	3,383.59	13.14
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
523	TRASH	0.00	0.00	0.00	0.00	0.00
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00
672	SENIOR CITIZEN CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
728	ECONOMIC DEVELOPMENT	0.00	739.27	0.00	(739.27)	100.00
747	CHAMBER/RIVERWALK	6,500.00	654.04	236.43	5,845.96	10.06
751	PARKS	171,693.46	36,164.89	15,421.21	135,528.57	21.06
757	SHOWBOAT	500.00	361.76	185.67	138.24	72.35
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
790	LIBRARY	73,711.27	14,545.38	6,193.92	59,165.89	19.73
803	HISTORICAL DISTRICT COMMISSION	0.00	150.00	0.00	(150.00)	100.00
804	MUSEUM	48,561.01	24,252.34	18,383.69	24,308.67	49.94
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	488,632.00	0.00	0.00	488,632.00	0.00
TOTAL EXPENDITURES		3,179,367.54	700,370.74	192,829.53	2,478,996.80	22.03
TOTAL REVENUES		3,218,722.37	1,758,579.01	1,406,627.59	1,460,143.36	54.64
TOTAL EXPENDITURES		3,179,367.54	700,370.74	192,829.53	2,478,996.80	22.03
NET OF REVENUES & EXPENDITURES		39,354.83	1,058,208.27	1,213,798.06	(1,018,853.44)	2,688.89

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	500.00	0.00	0.00	500.00	0.00
OTHER	OTHER REVENUE	277,784.00	63,314.37	63,314.37	214,469.63	22.79
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		278,284.00	63,314.37	63,314.37	214,969.63	22.75
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	265,000.00	128,275.80	7,549.70	136,724.20	48.41
463	MAINTENANCE	56,809.50	17,995.75	1,683.44	38,813.75	31.68
474	TRAFFIC	10,819.79	2,857.16	504.89	7,962.63	26.41
478	WINTER MAINTENANCE	64,355.22	1,720.40	427.51	62,634.82	2.67
483	ADMINISTRATION	16,944.00	2,244.00	0.00	14,700.00	13.24
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		413,928.51	153,093.11	10,165.54	260,835.40	36.99
TOTAL REVENUES		278,284.00	63,314.37	63,314.37	214,969.63	22.75
TOTAL EXPENDITURES		413,928.51	153,093.11	10,165.54	260,835.40	36.99
NET OF REVENUES & EXPENDITURES		(135,644.51)	(89,778.74)	53,148.83	(45,865.77)	66.19

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
OTHER	OTHER REVENUE	116,029.65	24,141.88	24,141.88	91,887.77	20.81
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		296,129.65	24,141.88	24,141.88	271,987.77	8.15
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	274,500.00	102,004.00	6,677.32	172,496.00	37.16
463	MAINTENANCE	89,275.08	12,020.50	4,263.03	77,254.58	13.46
474	TRAFFIC	11,707.60	4,784.46	739.15	6,923.14	40.87
478	WINTER MAINTENANCE	88,065.80	2,472.11	423.25	85,593.69	2.81
483	ADMINISTRATION	19,662.00	3,162.00	0.00	16,500.00	16.08
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		483,210.48	124,443.07	12,102.75	358,767.41	25.75
TOTAL REVENUES		296,129.65	24,141.88	24,141.88	271,987.77	8.15
TOTAL EXPENDITURES		483,210.48	124,443.07	12,102.75	358,767.41	25.75
NET OF REVENUES & EXPENDITURES		(187,080.83)	(100,301.19)	12,039.13	(86,779.64)	53.61

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	50.00	0.00	0.00	50.00	0.00
OTHER	OTHER REVENUE	25,000.00	0.00	0.00	25,000.00	0.00
TOTAL REVENUES		25,050.00	0.00	0.00	25,050.00	0.00
Expenditures						
000		25,000.00	0.00	0.00	25,000.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL REVENUES		25,050.00	0.00	0.00	25,050.00	0.00
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
NET OF REVENUES & EXPENDITURES		50.00	0.00	0.00	50.00	0.00



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	600,000.00	543,800.00	236,300.00	56,200.00	90.63
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	2,500.00	0.00	0.00	2,500.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		602,500.00	543,800.00	236,300.00	58,700.00	90.26
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	176,250.00	72,235.19	0.00	104,014.81	40.98
463	MAINTENANCE	113,716.73	21,177.86	6,679.53	92,538.87	18.62
483	ADMINISTRATION	63,273.22	11,567.36	3,758.09	51,705.86	18.28
740	COMMUNITY PROMOTIONS	75,000.00	0.00	0.00	75,000.00	0.00
906	DEBT SERVICE	34,263.28	34,263.28	0.00	0.00	100.00
965	TRANSFERS OUT	325,972.00	0.00	0.00	325,972.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		788,475.23	139,243.69	10,437.62	649,231.54	17.66
TOTAL REVENUES		602,500.00	543,800.00	236,300.00	58,700.00	90.26
TOTAL EXPENDITURES		788,475.23	139,243.69	10,437.62	649,231.54	17.66
NET OF REVENUES & EXPENDITURES		(185,975.23)	404,556.31	225,862.38	(590,531.54)	217.53

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	45,000.00	25,196.00	10,581.00	19,804.00	55.99
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		45,000.00	25,196.00	10,581.00	19,804.00	55.99
Expenditures						
371	BUILDING INSPECTION DEPARTMENT	40,000.00	18,279.00	9,522.90	21,721.00	45.70
TOTAL EXPENDITURES		40,000.00	18,279.00	9,522.90	21,721.00	45.70
TOTAL REVENUES		45,000.00	25,196.00	10,581.00	19,804.00	55.99
TOTAL EXPENDITURES		40,000.00	18,279.00	9,522.90	21,721.00	45.70
NET OF REVENUES & EXPENDITURES		5,000.00	6,917.00	1,058.10	(1,917.00)	138.34

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	500,000.00	0.00	0.00	500,000.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	2,000.00	1,220.00	40.00	780.00	61.00
OTHER	OTHER REVENUE	5,000.00	37,500.00	36,000.00	(32,500.00)	750.00
TRANSIN	TRANSFERS IN	1,000.00	0.00	0.00	1,000.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		508,000.00	38,720.00	36,040.00	469,280.00	7.62
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
265	CITY HALL	0.00	0.00	0.00	0.00	0.00
276	CEMETERY	0.00	0.00	0.00	0.00	0.00
301	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
442	SIDEWALK	0.00	0.00	0.00	0.00	0.00
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
474	TRAFFIC	0.00	0.00	0.00	0.00	0.00
751	PARKS	505,000.00	598,752.98	235,184.18	(93,752.98)	118.56
758	DOG PARK	1,000.00	49.96	28.08	950.04	5.00
759	COMMUNITY GARDEN	0.00	0.00	0.00	0.00	0.00
790	LIBRARY	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		506,000.00	598,802.94	235,212.26	(92,802.94)	118.34
TOTAL REVENUES		508,000.00	38,720.00	36,040.00	469,280.00	7.62
TOTAL EXPENDITURES		506,000.00	598,802.94	235,212.26	(92,802.94)	118.34
NET OF REVENUES & EXPENDITURES		2,000.00	(560,082.94)	(199,172.26)	562,082.94	28,004.1

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	15,216.00	5,470.82	(1,429.50)	9,745.18	35.95
INT	INTEREST AND RENTS	55,100.00	8,320.00	2,820.00	46,780.00	15.10
OTHER	OTHER REVENUE	0.00	25.00	0.00	(25.00)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		70,316.00	13,815.82	1,390.50	56,500.18	19.65
Expenditures						
000		81,500.00	14,440.32	1,085.34	67,059.68	17.72
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		81,500.00	14,440.32	1,085.34	67,059.68	17.72
TOTAL REVENUES		70,316.00	13,815.82	1,390.50	56,500.18	19.65
TOTAL EXPENDITURES		81,500.00	14,440.32	1,085.34	67,059.68	17.72
NET OF REVENUES & EXPENDITURES		(11,184.00)	(624.50)	305.16	(10,559.50)	5.58

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,018,339.00	247,453.57	96,547.02	770,885.43	24.30
INT	INTEREST AND RENTS	7,000.00	0.00	0.00	7,000.00	0.00
OTHER	OTHER REVENUE	100.00	74.24	0.00	25.76	74.24
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,025,439.00	247,527.81	96,547.02	777,911.19	24.14
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	629,722.88	127,158.73	42,957.44	502,564.15	20.19
551	COLLECTION	413,016.90	19,896.91	7,299.63	393,119.99	4.82
552	CUSTOMER ACCOUNTS	85,040.11	35,083.10	4,958.61	49,957.01	41.25
553	ADMINISTRATION	421,791.50	115,566.64	114,352.25	306,224.86	27.40
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,549,571.39	297,705.38	169,567.93	1,251,866.01	19.21
TOTAL REVENUES		1,025,439.00	247,527.81	96,547.02	777,911.19	24.14
TOTAL EXPENDITURES		1,549,571.39	297,705.38	169,567.93	1,251,866.01	19.21
NET OF REVENUES & EXPENDITURES		(524,132.39)	(50,177.57)	(73,020.91)	(473,954.82)	9.57

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,118,692.00	324,522.04	129,246.21	794,169.96	29.01
INT	INTEREST AND RENTS	17,040.00	1,649.99	500.00	15,390.01	9.68
OTHER	OTHER REVENUE	5,000.00	9,123.23	4,741.44	(4,123.23)	182.46
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,140,732.00	335,295.26	134,487.65	805,436.74	29.39
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
552	CUSTOMER ACCOUNTS	0.00	0.00	0.00	0.00	0.00
570	TREATMENT	487,139.53	109,416.84	33,982.86	377,722.69	22.46
571	DISTRIBUTION	464,117.80	86,714.50	17,191.99	377,403.30	18.68
572	CUSTOMER ACCOUNTS	90,208.11	37,573.81	4,958.70	52,634.30	41.65
573	ADMINISTRATION	406,437.50	48,273.75	47,943.75	358,163.75	11.88
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,447,902.94	281,978.90	104,077.30	1,165,924.04	19.47
TOTAL REVENUES		1,140,732.00	335,295.26	134,487.65	805,436.74	29.39
TOTAL EXPENDITURES		1,447,902.94	281,978.90	104,077.30	1,165,924.04	19.47
NET OF REVENUES & EXPENDITURES		(307,170.94)	53,316.36	30,410.35	(360,487.30)	17.36

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	80,274.00	80,274.00	0.00	0.00	100.00
OTHER	OTHER REVENUE	0.00	2,403.42	2,016.87	(2,403.42)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		80,274.00	82,677.42	2,016.87	(2,403.42)	102.99
Expenditures						
000		110,800.00	59,574.68	16,881.64	51,225.32	53.77
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		110,800.00	59,574.68	16,881.64	51,225.32	53.77
TOTAL REVENUES		80,274.00	82,677.42	2,016.87	(2,403.42)	102.99
TOTAL EXPENDITURES		110,800.00	59,574.68	16,881.64	51,225.32	53.77
NET OF REVENUES & EXPENDITURES		(30,526.00)	23,102.74	(14,864.77)	(53,628.74)	75.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	226,325.00	37,810.89	10,071.42	188,514.11	16.71
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	17,340.00	0.00	0.00	17,340.00	0.00
TOTAL REVENUES		243,765.00	37,810.89	10,071.42	205,954.11	15.51
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	319,816.90	18,134.73	5,145.17	301,682.17	5.67
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		319,816.90	18,134.73	5,145.17	301,682.17	5.67
TOTAL REVENUES		243,765.00	37,810.89	10,071.42	205,954.11	15.51
TOTAL EXPENDITURES		319,816.90	18,134.73	5,145.17	301,682.17	5.67
NET OF REVENUES & EXPENDITURES		(76,051.90)	19,676.16	4,926.25	(95,728.06)	25.87



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	10,000.00	4,000.00	2,500.00	6,000.00	40.00
INT	INTEREST AND RENTS	2,000.00	0.00	0.00	2,000.00	0.00
TOTAL REVENUES		12,000.00	4,000.00	2,500.00	8,000.00	33.33
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		12,000.00	4,000.00	2,500.00	8,000.00	33.33
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		12,000.00	4,000.00	2,500.00	8,000.00	33.33

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	4,000.00	(217.67)	(208.27)	4,217.67	(5.44)
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		4,000.00	(217.67)	(208.27)	4,217.67	(5.44)
Expenditures						
000		4,000.00	0.00	0.00	4,000.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
TOTAL REVENUES		4,000.00	(217.67)	(208.27)	4,217.67	5.44
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(217.67)	(208.27)	217.67	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	647.33	671.68	(647.33)	100.00
OTHER	OTHER REVENUE	40,000.00	0.00	0.00	40,000.00	0.00
TOTAL REVENUES		40,000.00	647.33	671.68	39,352.67	1.62
Expenditures						
000		40,000.00	0.00	0.00	40,000.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		40,000.00	0.00	0.00	40,000.00	0.00
TOTAL REVENUES		40,000.00	647.33	671.68	39,352.67	1.62
TOTAL EXPENDITURES		40,000.00	0.00	0.00	40,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	647.33	671.68	(647.33)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	200.00	0.00	0.00	200.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		200.00	0.00	0.00	200.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		200.00	0.00	0.00	200.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		200.00	0.00	0.00	200.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 717 - PENSION TRUST FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	50.00	0.00	0.00	50.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		50.00	0.00	0.00	50.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		50.00	0.00	0.00	50.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		50.00	0.00	0.00	50.00	0.00
TOTAL REVENUES - ALL FUNDS		7,590,462.02	3,175,308.12	2,024,481.71	4,415,153.90	41.83
TOTAL EXPENDITURES - ALL FUNDS		8,989,572.99	2,406,066.56	767,027.98	6,583,506.43	26.77
NET OF REVENUES & EXPENDITURES		(1,399,110.97)	769,241.56	1,257,453.73	(2,168,352.53)	54.98

# Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

September 2020





October 15, 2020

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

Dear Mr. Burns:

On behalf of Suez I am pleased to submit the September Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 26.08 million gallons of wastewater were treated, down from 27.99 million gallons the month before.

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

Our new NPDES Permit was issued and took effect October 1, 2020 and expires October 24, 2024. A few minor additions and adjustments were made, the most notable is the requirement to test our effluent for PFOS/PFOA on an annual basis.

#### INDUSTRIAL PRETREATMENT PROGRAM

The Fullers Septic September surcharges were \$54.78. No operational problems were experienced at the plant from this discharge.

The Litehouse September surcharges were \$2,298.77 for the month. No operational problems were experienced at the plant from this discharge. Per their modified discharge permit Litehouse began testing for fats, oils, & grease in September. Results have been below the limit.

Resolution 20-20 was approved on September 21, 2020 which adjusted the surcharge rates billed to IPP users effective October 1, 2020. These new rates are reflected in the above surcharges.

Annual inspections of both industries were conducted per our Industrial Pretreatment Program (IPP). Both industries need to address minor issues with their flow meters otherwise nothing of major concern. Both facilities are being operated well.



## MAINTENANCE COST REPORT

Date	Vendor	Cost
9/1	Ace Hardware (1)	\$ 88.44
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 19-20)*		\$ 12,014.93*
Maintenance Allowance Spent YTD		\$ 1,277.23
Balance of Maintenance Allowance		\$ 10,737.70

\*The maintenance spending for FY 19-20 was under the annual allotment by \$14.93. That amount will be added to the beginning balance on July 1<sup>st</sup>. That makes the beginning balance \$12,014.93 (\$12,000+14.93).

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

- Replaced weed control sprayers (1)

## PROJECTS FOR THE FUTURE

- Continue miscellaneous painting projects
- Replace 2 rotor aerator timers
- Conduct annual flow meter calibrations
- Replace microswitch on bar screen

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

Respectfully submitted,

SUEZ



Brian Vander Meulen  
Project Manager

#### SEPTEMBER EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 4 mg/l, 84% under the NPDES limit of 25 mg/l. The worst 7-day average was 5 mg/l, 88% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 2.6 mg/l, 91% under the NPDES limit of 30 mg/l. The worst 7-day average was 4.3 mg/l, 90% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.33 mg/l, the limit is 1.0 mg/l.

The average removal rate for BOD was 98%; a minimum of 85% is required. The average removal rate for Suspended Solids was 97%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 62 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 102 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.033 mg/l; the limit is 0.038 mg/l. The monthly average was 0.024 mg/l.

## Appendix A



State of Michigan  
Department of Environmental Quality

# Plant Influent Sheet

Lowell, Michigan

R4607 4/74  
4833-6040

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

Plant No. 410049    Month September    Year 2020

Superintendent's Signature Brian Vander Meulen, Supt.

	WEATHER		FLOW		RAW SEWAGE QUALITY											
D A Y P N S F	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD		SS		Total-P		VSS	NH3-N	Mercury	D A Y P N S F
	0033	0045	50050	50051	00011	00400	mg/l	LBS	mg/l	LBS	mg/l	LBS	mg/l	mg/l	ng/l	
1	346	0.30	0.89	1.20											*G	1
2	26	0.00	0.88	1.40	67	7.3	162	1189	92	675	3.2	23.5	82	10.5		2
3	268	0.00	0.88	1.20												3
4	26	0.00	0.81	1.20	66	7.4	178	1202	70	473			66			4
5	268	0.00	0.84	1.20												5
6	246	0.05	0.80	1.20												6
7	346	0.67	0.88	1.10												7
8	346	0.76	0.90	1.20	66	7.5	158	1186	90	676			88			8
9	346	0.03	0.91	1.20	65	7.3	212	1609	84	638	3.0	22.8	78	11.0		9
10	346	0.02	0.95	1.30												10
11	268	0.00	0.88	1.40	66	7.3	189	1387	102	749			100			11
12	26	0.00	0.88	1.40												12
13	26	0.00	0.88	1.30												13
14	26	0.00	0.92	1.30	66	7.4	143	1097	84	645			76			14
15	26	0.00	0.90	1.20												15
16	26	0.00	0.92	1.20	65	7.3	190	1458	114	875	3.6	27.6	104	12.4		16
17	26	0.00	0.87	1.20												17
18	246	0.05	0.84	1.20	64	7.3	172	1205	98	687			96			18
19	26	0.00	0.84	1.20												19
20	26	0.00	0.89	1.20												20
21	26	0.00	0.88	1.20	65	7.3	185	1358	90	661			88			21
22	26	0.00	0.85	1.20												22
23	26	0.00	0.86	1.20	65	7.1	373	2675	176	1262	4.2	30.1	156	14.2		23
24	26	0.00	0.83	1.20												24
25	268	0.00	0.79	1.20	65	7.4	121	797	82	540			76			25
26	268	0.00	0.85	1.20												26
27	246	0.38	0.86	1.10												27
28	246	0.06	0.85	1.20	65	6.8	246	1744	72	510			70			28
29	246	0.05	0.88	1.20												29
30	346	0.80	0.87	1.40	65	7.5	175	1270	112	813	3.0	21.8	104	13.0		30
31																31
TL	XXXX	3.17	26.08	XXXX	XXXX	XXXX	XXXX	41948	XXXX	21235	XXXX	755	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	0.87	XXXX	65	7.3	193	1398	97	708	3.4	25.2	91	12.2	XXXX	ME
MAX	XXXX	0.80	0.95	1.40	67	7.5	373	2675	176	1262	4.2	30.1	156	14.2	XXXX	MAX
MIN	XXXX	XXXX	0.79	1.10	64	6.8	121	797	70	473	3.0	21.8	66	10.5	XXXX	MIN

# Activated Sludge Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

PM Code

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

Plant No. 410049  
Month September  
Year 2020

Superintendent's Signature  
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code		REMARKS
D A Y P N S F	Aeration Volume KCF	Detention Time Hours	Sludge Age Days	Organic Loading F/M	MLSS mg/l	MLVSS mg/l	Settle %	SDI %	DO mg/l	SVI %	SS %	VSS %	Waste Kgal	80889	D A Y P N S F	
1	192	38.7											0.0	4	1	
2		39.2	37.2	0.06	2098	1675	20	1.05	4.7	95	0.37	0.29	0.0		2	
3		39.2											0.0		3	
4		42.5	46.2	0.07	1826	1464	19	0.96	3.8	104	0.36	0.29	0.0		4	
5		41.0											0.0		5	
6		43.1											0.0		6	
7		39.2											0.0		7	
8		38.3	38.6	0.06	2177	1754	20	1.09	5.5	92	0.36	0.28	0.0		8	
9		37.9	39.2	0.08	2086	1667	20	1.04	6.0	96	0.40	0.32	62.2		9	
10		36.3											21.1		10	
11		39.2	29.8	0.08	1865	1500	18	1.04	5.9	97	0.27	0.22	0.0		11	
12		39.2											0.0		12	
13		39.2											0.0		13	
14		37.5	36.2	0.06	1948	1553	15	1.30	3.8	77	0.27	0.22	85.4		14	
15		38.3											23.4		15	
16		37.5	21.9	0.09	1597	1291	15	1.06	5.0	94	0.26	0.21	0.0		16	
17		39.6											0.0		17	
18		41.0	32.5	0.07	1863	1507	16	1.16	6.1	86	0.29	0.24	25.9		18	
19		41.0											0.0		19	
20		38.7											0.0		20	
21		39.2	30.5	0.08	1682	1370	16	1.05	6.5	95	0.29	0.23	98.7		21	
22		40.5											0.0		22	
23		40.1	14.4	0.18	1515	1222	10	1.52	3.6	66	0.21	0.17	20.6		23	
24		41.5											0.0		24	
25		43.6	36.5	0.05	1647	1343	15	1.10	3.6	91	0.24	0.19	0.0		25	
26		40.5											0.0		26	
27		40.1											0.0		27	
28		40.5	42.8	0.10	1825	1484	15	1.22	5.1	82	0.31	0.25	0.0		28	
29		39.2											0.0		29	
30		39.6	24.8	0.08	1682	1378	14	1.20	5.8	83	0.32	0.26	0.0		30	
31															31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	337.3	XXXX	TL	
ME	192	39.7	33.1	0.08	1832	1478	16	1.14	5.0	89	0.30	0.24	11.2	XXXX	ME	
MAX	XXXX	43.6	46.2	0.18	2177	1754	20	1.52	6.5	104	0.40	0.32	98.7	XXXX	MAX	
MIN	XXXX	36.3	14.4	0.05	1515	1222	10	0.96	3.6	66	0.21	0.17	XXXX	XXXX	MIN	

Remarks:

4833-5034  
R4609 4/74

# Final Effluent Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Plant No. 410049 Month September Year 2020 Sampling Point Code 001

Superintendent's Signature  
Brian Vander Meulen, Supt.

R 4610 4/74  
4833-5468

D A Y P N S F	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	D A Y P N S F
	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	SU	mg/l	#/100ml	mg/l	mg/l	ng/l	
	80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	50060	71900	
1																*G	1
2	3	22	98	1.6	12	98	0.47	3.45	85	0.6	7.2	8.6	96	0.05	0.016		2
3																	3
4	3	20	98	0.4	3	99				0.2	7.3	8.8	26		0.032		4
5																	5
6																	6
7																	7
8	7	53	96	2.4	18	97				2.2	7.3	8.9	35		0.024		8
9	3	23	99	1.4	11	98	0.34	2.58	89	1.2	7.4	9.3	51	0.03	0.033		9
10																	10
11	2	15	99	1.2	9	99				1.0	7.4	9.4	48		0.024		11
12																	12
13																	13
14	6	46	96	1.4	11	98				1.2	7.4	9.4	36		0.032		14
15																	15
16	4	31	98	5.4	41	95	0.32	2.46	91	4.2	7.4	9.3	81	0.02	0.027		16
17																	17
18	2	14	99	1.0	7	99				0.8	7.3	9.1	72		0.022		18
19																	19
20																	20
21	7	51	96	4.0	29	96				3.8	7.3	9.5	63		0.024		21
22																	22
23	4	29	99	6.8	49	96	0.28	2.01	93	5.2	7.3	9.2	164	0.05	0.001		23
24																	24
25	4	26	97	2.2	14	97				2.0	7.4	8.8	103		0.019		25
26																	26
27																	27
28	5	35	98	2.0	14	97				1.8	7.3	8.9	51		0.021		28
29																	29
30	3	22	98	4.6	33	96	0.25	1.81	92	3.0	7.3	9.0	75	0.06	0.032		30
31																	31
TL	XXXX	892	XXXX	XXXX	580	XXXX	XXXX	73.8	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	4	30	98	2.6	19	97	0.33	2.46	90	2.1	7.3	9.1	62	0.04	0.024	XXXX	ME
WA	5	35	97	4.3	31	96	XXXX	XXXX	XXXX	3.7	7.4	8.7	102	0.06	0.030	XXXX	WA
MAX	7	53	99	6.8	49	99	0.47	3.45	93	5.2	7.4	9.5	164	0.06	0.033	XXXX	MAX
MIN	2	14	96	0.4	3	95	0.25	1.81	85	0.2	7.2	8.6	26	0.02	0.001	XXXX	MIN

Remarks: Fecal Coli for September are actually "Greater Than"  
Cl2 Residuals for September 23 are actually "Less Than"

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

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

## NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

## DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD						
YEAR	MO	DAY		YEAR	MO	DAY
FROM 2020	9	01		TO 2020	9	30

 \*\*\* NO DISCHARGE ☐ \*\*\*

NOTE: Read Instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT	SAMPLE MEASUREMENT	0.87	0.95	(03)	*****	*****	*****		-	7/7	RECORD FLOW
50050 1 0 0	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
EFFLUENT GROSS VALUE											
SOLIDS, TOTAL SUSPENDED	SAMPLE MEASUREMENT	19	31	(26)	*****	2.6	4.3	(19)	0	3/7	24 HR COMP
00530 B 0 0	PERMIT REQUIREMENT	360	530		*****	30	45			WEEKDAYS	24 HR COMP
PRIOR TO DISINFECT		MONTHLY AVG	7 DAY AVG	lbs/day		MONTHLY AVG	7 DAY AVG	mg/L			
BOD, CARBONACEOUS	SAMPLE MEASUREMENT	30	35	(26)	*****	4	5	(19)	0	3/7	24 HR COMP
05 DAY, 20C	PERMIT REQUIREMENT	300	470		*****	25	40			WEEKDAYS	24 HR COMP
80082 B 0 0		MONTHLY AVG	7 DAY AVG	lbs/day		MONTHLY AVG	7 DAY AVG	mg/L			
PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****		*****	*****	0.06	(19)	0	1/7	24 HR COMP
NITROGEN, AMMONIA	PERMIT REQUIREMENT	*****	*****	****	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
TOTAL (AS N)				****							
00610 B 1 0											
PRIOR TO DISINFECT	SAMPLE MEASUREMENT	2.5	3.4	(26)	*****	0.33	0.47	(19)	0	1/7	24 HR COMP
PHOSPHORUS, TOTAL (AS P)	PERMIT REQUIREMENT	12	REPORT DAILY MAX	lbs/day	*****	1.0	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
00665 B 0 0		MONTHLY AVG				MONTHLY AVG					
PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****		*****	*****	0.033	(19)	0	3/7	GRAB
CHLORINE, TOTAL RESIDUAL	PERMIT REQUIREMENT	*****	*****	*****	*****	*****	0.038			WEEKDAYS	GRAB
50060 P 0 0				*****			DAILY MAX	mg/L			
SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G		0	1/90	GRAB
MERCURY, TOTAL	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB
71900 B 0 0											
PRIOR TO DISINFECT											
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER		I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.					PHONE NUMBER		DATE		
Brian Vander Meulen, Supt.							(616)	897-8135	2020	10	10
TYPED OR PRINTED							SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR

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

P=AFTER DISINFECTION

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

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

## NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

## DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD						
YEAR	MO	DAY	YEAR	MO	DAY	
2020	9	01	2020	9	30	

 \*\*\* NO DISCHARGE ☐ \*\*\*

NOTE: Read instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000007		*****	*****	0.38		0	1/90	CALCTD
71900 X 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	0.000036 12-Mo Rolling Avg	lbs/day	*****	*****	3.0 12-Mo Rolling Avg	ng/L		QUARTERLY	CALCTD
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****		*****	62	102	(19)	0	3/7	GRAB
74055 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	*****	200 MONTHLY AVG	400 7 DAY AVG	mg/L		DAILY	GRAB
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		98	*****	96	(23)	0	1/30	CALCTD
81010 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		97	*****	95	(23)	0	1/30	CALCTD
81011 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
pH	SAMPLE MEASUREMENT	*****	*****		7.2	*****	7.4	(12)	0	3/7	GRAB
00400 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	****	6.5 DAILY MINIMUM	*****	9.0 DAILY MAX	S.U.		WEEKDAYS	GRAB
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	*****	*****		8.6	*****	*****	(19)	0	3/7	GRAB
00300 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	****	3.0 DAILY MINIMUM	*****	*****	mg/L		WEEKDAYS	GRAB
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	PHONE NUMBER		DATE		
		(616) 897-8135	2020	10	10	
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA CODE	NUMBER	YEAR	MO DAY

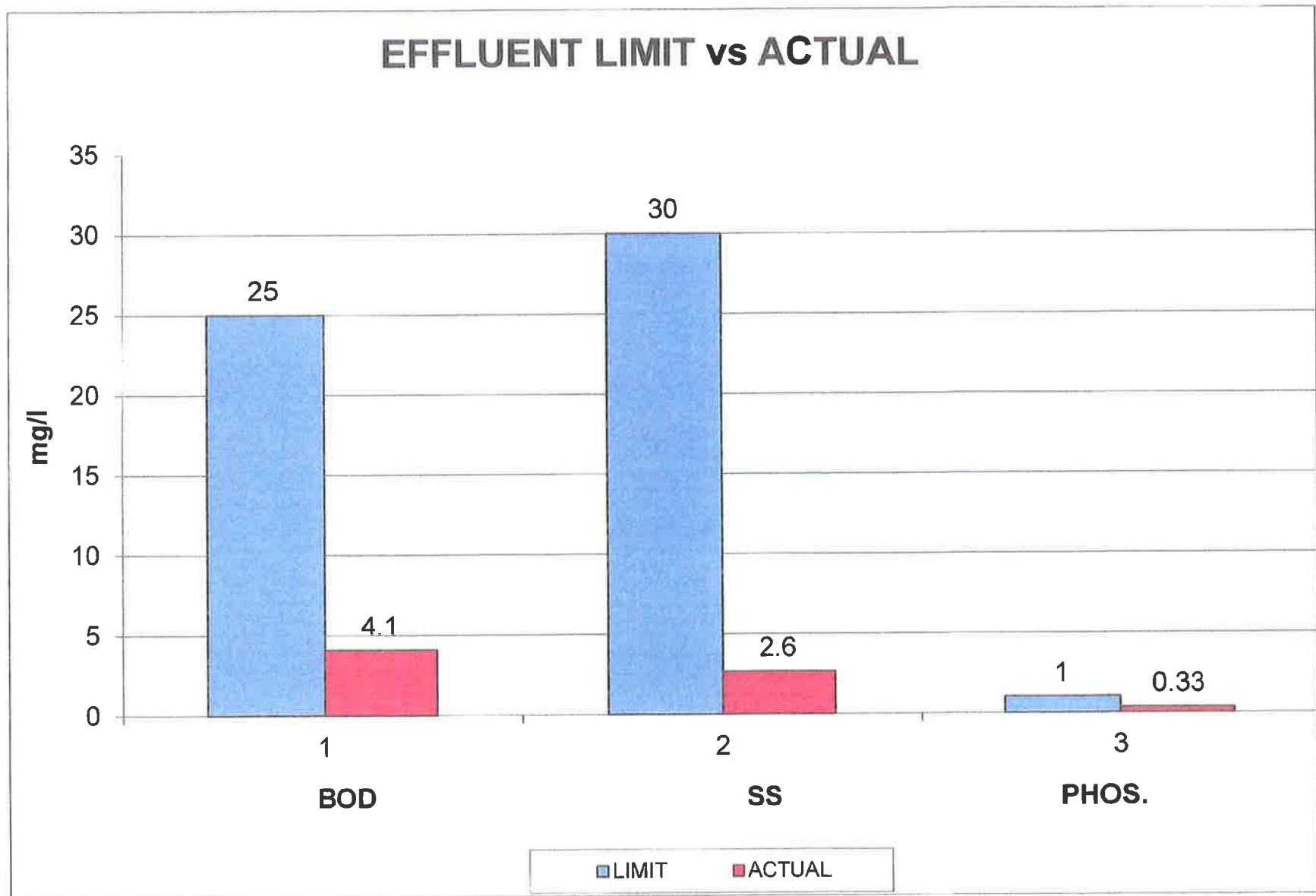
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

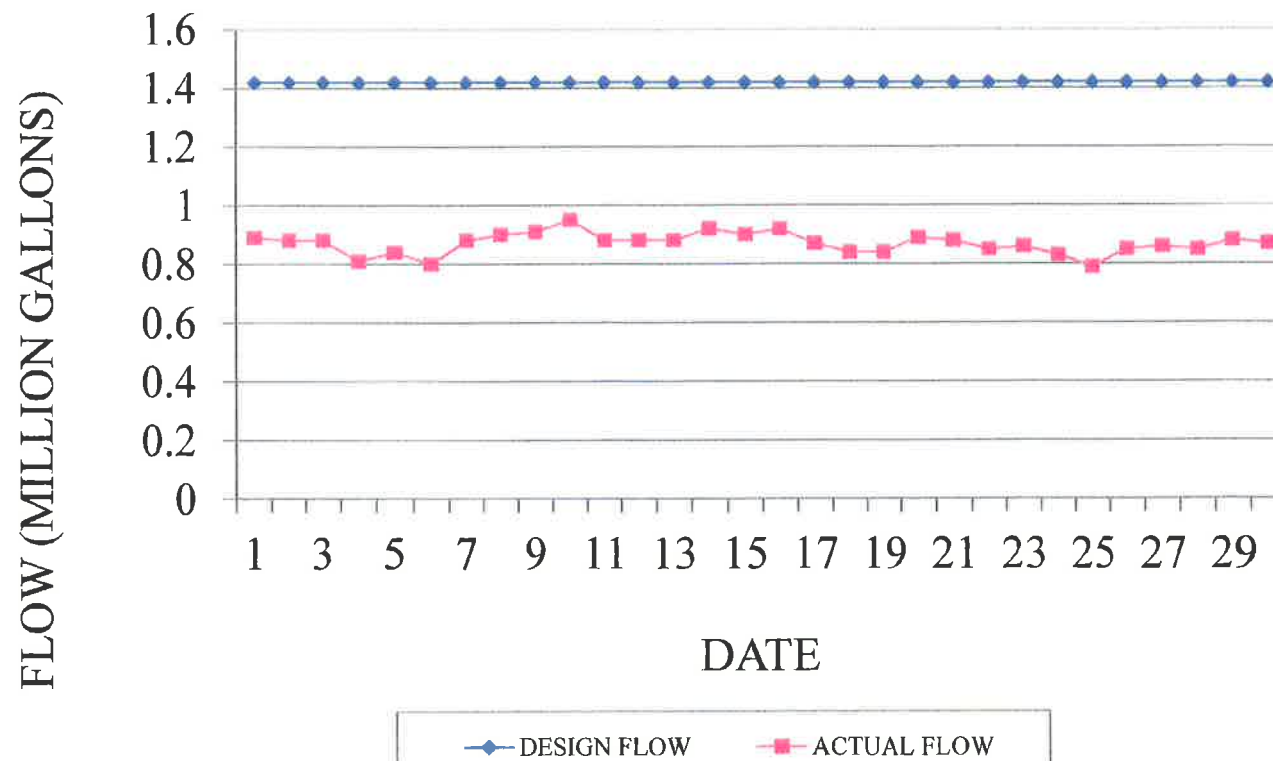


## Appendix B





## DESIGN FLOW vs ACTUAL FLOW





## **APPOINTMENTS**

	Expires
Arbor Board Vacancy (Melissa Spino – Currently Serving)	06/30/2020
Construction Board of Appeals Vacancy	01/01/2021
Local Officers Compensation Commission Vacancy (Roger LaWarre – Currently Serving)	06/30/2020
Lowell Area Fire and Emergency Services Authority Vacancy (Dave Pasquale – Currently Serving)	01/01/2020
Planning Commission Vacancy (David Cadwallader – Currently Serving)	06/30/2020
Vacancy (Colin Plank – Currently Serving)	06/30/2020