



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

CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, MARCH 20, 2017, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. CONSENT AGENDA
 - Approval of the Agenda.
 - Approve and place on file the regular minutes of the March 6, 2017 City Council meeting.
 - Authorize payment of invoices in the amount of \$119,165.16

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS
5. NEW BUSINESS
 - a. Litehouse Industrial Facility Tax Credit
 - b. Arbor Board – Comprehensive Tree Plan
 - c. LCTV Endowment Fund Recommendations
 - d. Kent Intermediate School District – Summer Tax Collection – 2017
6. BOARD/COMMISSION REPORTS
7. MONTHLY REPORTS
8. MANAGER'S REPORT
9. COUNCIL COMMENTS
10. CLOSED SESSION – At the request of the City Manager to discuss labor negotiations.
11. ADJOURNMENT

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



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www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, March 20, 2017

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
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4. OLD BUSINESS

Nothing to Report.

5. NEW BUSINESS

- a. Lighthouse Industrial Facility Tax Credit. Memo is provided from City Manager Michael Burns.

No action will be taken this evening but consensus can be established to move this issue forward.

- b. Arbor Board – Comprehensive Tree Plan. 2017-2018 Comprehensive Tree Plan is attached.

Arbor Board Chair Jim Reagan will present the plan.

- c. LCTV Endowment Fund Recommendations. The recommendations are attached.

LCTV Chair Dennis Kent will present the recommendations.

- d. Kent Intermediate School District – Summer Tax Collection – 2017. City Treasurer Suzanne Olin provided memo.

Recommended Motion: That the City Council approve the request from Kent Intermediate School District – Summer Tax Collection – 2017 summer property taxes for the district at no fee in exchange for retaining earned interest while the monies are deposited in city accounts.

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. COUNCIL COMMENTS

10. CLOSED SESSION – AT THE REQUEST OF THE CITY MANAGER TO DISCUSS
LABOR NEGOTIATIONS

11. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, MARCH 6, 2017, 7:00 P.M.**

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

The Meeting was called to order at 7:00 p.m. by Mayor Mike DeVore and City Clerk Susan Ullery called roll.

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

Absent: None.

Also Present: City Manager Mike Burns, City Attorney Richard Wendt, City Clerk Susan Ullery, Police Chief Steven Bukala, Lowell Light and Power General Manager Steve Donkersloot and DPW Director Rich LaBombard.

2. APPROVAL OF THE CONSENT AGENDA

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

- Approval of the Agenda.
- Approve and place on file the regular minutes of the February 21, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$610,594.87.

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

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

State Representative Thomas Albert introduced himself and provided a legislative update. He also noted he is the Chair of Financial Liability Reform and serves as a member of the Government Task Force.

4. OLD BUSINESS.

- a. Nothing to report.

5. NEW BUSINESS.

- a. Discussion on Medical Marijuana with Attorney Nick Curcio from Dickinson Wright.

Nick Curcio, an Attorney from Dickinson Wright, provided an update to the City Council about the changes in the Medical Marijuana laws that occurred on December 20, 2016.

b. Discussion with Risk Manager Dustin Draebek from the Michigan Township Participating Plan.

Risk Manager Dustin Draebek from the Michigan Township Participating Plan provided an update as to his role in assisting the City. He also discussed the assessment of the City that he conducted last summer. Draebek explained that as the City's Risk Manager Representative, he is here to assist with the City's open exposures, liabilities, and general overall operations and special events within the City.

c. Resolution 04-17 – Installment Purchase Agreement – DPW Equipment and LL&P Compressor.

The City Council reviewed Resolution 04-17 declaring intent of the City to reimburse itself for the cost of acquiring certain equipment purchases with proceeds of certain installment purchase agreements. Attorney Wendt advised that letters would go to eleven local banks on Wednesday to seek proposals. When the proposals come back, there will be a resolution to approve the low bid for the proposals.

IT WAS MOVED BY HODGES and seconded by TEELANDER to approve Resolution 04-17 –Installment Purchase Agreement—DPW Equipment and LL&P Compressor.

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

d. Access Point Inc. Commercial Service Agreement – City-Wide VOIP.

Lowell Light and Power General Manager Steve Donkersloot explained the Access Point Inc. Commercial Service Agreement—City-Wide VOIP. The fixed costs will be pro-rated amongst all departments of the City while any future long distance charges will be allocated to the department incurring the charges.

IT WAS MOVED BY CANFIELD and seconded by PHILLIPS to approve a three year Commercial Service Agreement with Access Point, Inc.

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

6. **BOARDS AND COMISSION REPORTS.**

Councilmember Phillips advised he attended the Historic District Commission meeting. Two signs were approved for Farm Bureau at 311 East Main Street. He also noted he and his daughter took pictures of many buildings within the Historic District. Phillips advised the next meeting will be March 28th.

Councilmember Hodges advised that on March 1st, the LCTV Endowment Board met and reviewed the various applicants. A full report will be provided at the March 20, 2017 City Council meeting.

Councilmember Canfield advised that Parks and Recreation Commission met.

Councilmember Teelander advised he did not have any meetings, but he did attend a Planning and Zoning Essentials seminar in Lansing. Teelander advised that Senate Bill 00118 passed last Friday and there were appropriations set to finish the trail from Foreman and connect to Montcalm in Saranac. This would also include the old railroad bed.

Mayor DeVore advised that he hasn't had any meetings and the DDA meeting has been moved to March 16th.

7. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- No movement on the Bio-digester.
- Working with Rich LaBombard and Chief Bukala on contract negotiations and will be discussing this with Council at the next meeting.
- Met with Chief Bukala and City Attorney to put together an ordinance for Food Trucks.
- Met with Rich LaBombard and representatives from the Kent County Youth Fair and are in the process of putting together an agreement to present to the Council very soon.
- Discussed Dark Stores Theory in using store fronts that are out of business. Burns explained that the City has been asked to consider supporting the cause. It is important for the City to be a part of this.
- Infrastructure-The Jefferson Street project will be going up for bid soon and are planning on doing the project this summer.
- Looking to put some funds together in the budget to maintain storm water drains. The City has not budgeted for storm water drains in the past.
- Received the Saw Grant. The City is currently in the process of assessing the underground when working on the streets and putting plans together to start addressing the entire system.

By general consensus, the Council agreed to support of the Dark Stores Theory, but would like City Manager Burns discuss this with City Assessor Jeff Rashid.

8. **COUNCIL COMMENTS.**

Councilmember Canfield advised that a couple of residents have approached him on the street issue. He explained the Council and City Manager are well aware of the street issues and instead of focusing on the roads; there would be talk about the underground as well. Canfield also commented that there was a good turn-out for Coffee with Council.

Councilmember Teelander commented on Coffee with Council and enjoyed talking with residents.

Mayor DeVore reminded everyone to turn the clocks forward for daylight savings time. DeVore also mentioned that the Lowell Expo is on March 25th.

Councilmember Phillips wanted to thank City Manager Burns and DPW Director Rich LaBombard on the purchase of the equipment. Phillips also thanked Chief Bukala for the Citizen's Academy and commented he is looking forward to attending.

Councilmember Hodges commented that the newsletter had great news. He also noted that Coffee with Council was very interesting and it is a good way to interact with citizens. Hodges mentioned the election and stated that after this term on the City Council, he will be retiring and not running for another term. Hodges encourages everyone to be involved in their community.

IT WAS MOVED BY HODGES and seconded by TEELANDER to go into closed session, at the request of the City Manager, pursuant to the City Manager's performance evaluation at 8:07 p.m.

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

IT WAS MOVED BY HODGES and seconded by CANFIELD to go back into regular session at 8:58 p.m.

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

9. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to adjourn at 8:58 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 04-17

**RESOLUTION DECLARING INTENT OF THE CITY TO REIMBURSE
ITSELF FOR THE COST OF ACQUIRING CERTAIN EQUIPMENT
PURCHASES WITH PROCEEDS OF CERTAIN INSTALLMENT
PURCHASE AGREEMENTS**

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

WHEREAS, the City intends to finance the costs of acquiring a (a) wheel loader and skid steer loader for use by the City's Public Works Department and (b) three stage natural gas compressor for use by the Department of Light and Power (collectively the "Public Equipment") pursuant to installment purchase agreements (the "Purchase Agreements") in accordance with Act 99 of the Public Acts of Michigan of 1933, as amended ("Act 99"); and

WHEREAS, the City desires to express its intent to reimburse itself the cost of the Public Equipment from proceeds of the Purchase Agreements pursuant to Act 99.

NOW, THEREFORE, BE IT HEREBY RESOLVED:

1. That the City, pursuant to Section 1.150-2 of Treasury Regulations promulgated pursuant to the Internal Revenue Code of 1984, as amended, declares its intent to reimburse itself the costs of acquiring the Public Equipment from proceeds of the Purchase Agreements.
2. That a copy of this resolution shall be available for public inspection at the office of the City Clerk at the City Hall, 301 E. Main Street, Lowell, Michigan.
3. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of such conflict.

YES: Councilmembers Hodges, Phillips, Teelander, Canfield and Mayor DeVore
NO: Councilmembers None
ABSTAIN: Councilmembers None
ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

Dated: March 6, 2017


Susan Ullery, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on March 6, 2017, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: March 6, 2017


Susan Ullery, City Clerk

User: LORI

EXP CHECK RUN DATES 03/06/2017 - 03/16/2017

DB: Lowell

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Vendor Code	Vendor Name	Invoice	Description	Amount
00847	17TH CIRCUIT COURT			
	03142017		BOND TIMOTHY TURNER	227.00
TOTAL FOR: 17TH CIRCUIT COURT				227.00
01513	ADDORIO TECHNOLOGIES, LLC			
	6792		PROFESSIONAL SERVICES	840.95
	6818		PROFESSIONAL SERVICES	80.00
	6820		PROFESSIONAL SERVICES	120.00
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC				1,040.95
10121	BEHRENS LIMITED, LCC			
	1262		DDA R & M	228.85
TOTAL FOR: BEHRENS LIMITED, LCC				228.85
00084	CANFIELD PLUMBING & HEATING IN			
	58607		R & M - LIBRARY	37.50
	58621		POLICE GARAGE R & M	555.00
TOTAL FOR: CANFIELD PLUMBING & HEATING IN				592.50
10493	COMCAST CABLE			
	03/05/2017		CABLE FEB & MAR	309.20
TOTAL FOR: COMCAST CABLE				309.20
10509	CONSUMERS ENERGY			
	FEB 2017		AIRPORT STATEMENT	20.52
TOTAL FOR: CONSUMERS ENERGY				20.52
01156	CURTIS CLEANERS			
	FEB 2017		MONTHLY STATEMENT	211.25
TOTAL FOR: CURTIS CLEANERS				211.25
00148	DICKINSON WRIGHT PLLC			
	1147903		LEGAL SERVICES	74.00
	1147905		LEGAL SERVICES	296.00
	1147906		LEGAL SERVICES	111.00
	1147907		LEGAL SERVICES	832.50
TOTAL FOR: DICKINSON WRIGHT PLLC				1,313.50
10670	FAHEY SCHULTZ BURZYCH RHODES PLC			
	36176		PROFESSIONAL SERVICES	780.00
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC				780.00
02418	FERRELLGAS			
	1018812047		WTP PROPANE	479.46
TOTAL FOR: FERRELLGAS				479.46
02218	FLEX ADMINISTRATORS, INC.			
	988117		FEBRUARY 2017 ADMIN FEES	69.00
TOTAL FOR: FLEX ADMINISTRATORS, INC.				69.00

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DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 03/06/2017 - 03/16/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/5

Vendor Code	Vendor Name	Invoice	Description	Amount
01493	GRAINGER INDUSTRIAL SUPPLY	9373180315	WATER DEPT R & M	66.30
TOTAL FOR: GRAINGER INDUSTRIAL SUPPLY				66.30
10053	HANAH'S FLAG & BANNERS LLC	3202	FLAGS	642.75
TOTAL FOR: HANAH'S FLAG & BANNERS LLC				642.75
10310	HASSELBRING-CLARK	INV75845	COPY MACHING CONTRACTUAL	395.00
TOTAL FOR: HASSELBRING-CLARK				395.00
00248	HOOPER PRINTING	50802	ID BADGE - VANSOLKEMA	23.22
TOTAL FOR: HOOPER PRINTING				23.22
RECYCLE	HUNTER, JOAN	BIN 573/257	RECYCLE BIN REFUND	10.00
TOTAL FOR: HUNTER, JOAN				10.00
02463	HYDROCORP	0042014-IN	CROSS CONNECTION FEBRUARY 2017	815.00
TOTAL FOR: HYDROCORP				815.00
01970	KCI	259199	PERSONAL PROPERTY ASSESSMENT NOTICES	401.36
TOTAL FOR: KCI				401.36
00291	KENT COUNTY ROAD COMMISSION	712837	N WASHINGTON & FREMONT ST	10,000.00
TOTAL FOR: KENT COUNTY ROAD COMMISSION				10,000.00
00300	KENT COUNTY TREASURER	3/1 - 3/15/2017	TAX DISBURSEMENT	172.23
TOTAL FOR: KENT COUNTY TREASURER				172.23
00303	KENT DISTRICT LIBRARY	3/1 - 3/15/2017	TAX DISBURSEMENT	123.90
TOTAL FOR: KENT DISTRICT LIBRARY				123.90
RECYCLE	KIRBY, NEIL	BIN 146	RECYCLE BIN REFUND	5.00
TOTAL FOR: KIRBY, NEIL				5.00
10650	L.D. DOCSA ASSOCIATES, INC.	11600	OXIDATION DITCH REPAIR -DRAW 4	9,088.45
TOTAL FOR: L.D. DOCSA ASSOCIATES, INC.				9,088.45
00562	LOWELL AREA SCHOOLS	3/1 - 3/15/2017	TAX DISBURSEMENT	677.45
TOTAL FOR: LOWELL AREA SCHOOLS				677.45

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Vendor Code	Vendor Name		
	Invoice	Description	Amount
00341	LOWELL LIGHT & POWER		
	2923	STREET LIGHT MAINT	129.17
	FEB 2017	MONTHLY STATEMENTS	19,541.77
TOTAL FOR: LOWELL LIGHT & POWER			19,670.94
RECYCLE	MASTERSON, HEATHER		
	BIN 508	RECYCLE BIN RETURN	5.00
TOTAL FOR: MASTERSON, HEATHER			5.00
MGIA	MGIA		
	3/6/2017	TRADE SHOW MGIA CONFERENCE 3/7/2017	125.00
TOTAL FOR: MGIA			125.00
01499	NAPA AUTO PARTS		
	FEB 2017	MONTHLY STATEMENT	739.84
TOTAL FOR: NAPA AUTO PARTS			739.84
00468	NYE UNIFORM COMPANY		
	596394	POLICE UNIFORMS	207.00
TOTAL FOR: NYE UNIFORM COMPANY			207.00
RECYCLE	ONAN, JEN		
	BIN 865	RECYCLE BIN REFUND	10.00
TOTAL FOR: ONAN, JEN			10.00
00499	PETTY CASH		
	03142017	PETTY CASH 3/14/2017	151.71
TOTAL FOR: PETTY CASH			151.71
01270	PLUMMERS ENVIRONMENTAL SERVICE		
	1745752	CONTRACTUAL - JEFFERSON & KING	472.50
	1745954	CONTRACTUAL - 1400 FOREMAN	1,353.30
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE			1,825.80
00512	PREIN & NEWHOF, INC.		
	38294	S BROADWAY INFRASTRUCTURE IMPROVEMENTS	10,350.85
	38530	SAW GRANT	24,023.10
	38531	PUMP STATION EVALUATION	6,666.50
	38533	VALLEY VISTA LIFT STATION	1,806.00
	38550	WWTP MAHL	3,019.40
TOTAL FOR: PREIN & NEWHOF, INC.			45,865.85
02331	PROGRESSIVE HEATING COOLING, CORP.		
	2013842	SERVICE CALL	89.00
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.			89.00
10133	RED CREEK		
	72R00326	TRASH & RECYCLING SERVICE	224.81
TOTAL FOR: RED CREEK			224.81

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
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Page: 4/5

Vendor Code	Vendor Name	Invoice	Description	Amount
02248	RIVERSIDE INTEGRATED SYSTEMS INC.	133830	POLICE/CITY HALL MONITORING 2017	251.00
TOTAL FOR: RIVERSIDE INTEGRATED SYSTEMS INC.				251.00
10378	RUESINK, KATHIE	543209	CLEANING SERVICES	540.00
TOTAL FOR: RUESINK, KATHIE				540.00
02575	SELF SERVE LUMBER	FEB 2017	MONTHLY STATEMENT	439.46
TOTAL FOR: SELF SERVE LUMBER				439.46
10341	STATE OF MICHIGAN	551-482717	SOR REGISTRATION FEB 2017	90.00
		551-483060	LPD LIVE SCAN FEB 2017	210.00
TOTAL FOR: STATE OF MICHIGAN				300.00
02032	STEALTH PEST MANAGEMENT LLC	FEB 2017	PEST CONTROL	80.00
TOTAL FOR: STEALTH PEST MANAGEMENT LLC				80.00
10583	SUEZ WATER ENVIRONMENTAL SVC INC	20170049	EXTRA BIO-SOLIDS APRIL 2016 - JAN 2017	13,370.50
TOTAL FOR: SUEZ WATER ENVIRONMENTAL SVC INC				13,370.50
10514	SUPPLYGEEKS	515534-0	OFFICE SUPPLIES	151.14
		516393-0	SUPPLIES - TOWELS	40.79
		516510-0	OFFICE SUPPLIES	71.43
		516770--0	CLEANING SUPPLIES	22.99
TOTAL FOR: SUPPLYGEEKS				286.35
10457	THE BANK OF NY MELLONG CORP. TRUST	252-2008372	BOND REGISTRAR FEE	200.00
TOTAL FOR: THE BANK OF NY MELLONG CORP. TRUST				200.00
10563	TRACTOR SUPPLY CREDIT PLAN	100352792	SUPPLIES - BROOMS	42.98
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN				42.98
10626	VISA	FEB 2017	MONTHLY STATEMENT	3,798.03
TOTAL FOR: VISA				3,798.03
00692	WILLIAMS & WORKS INC.	81539	PROFESSIONAL SERVICES	3,070.00
TOTAL FOR: WILLIAMS & WORKS INC.				3,070.00
01295	X-CEL CHEMICAL SPECIALTIES CO.	64504	SUPPLIES	179.00
TOTAL FOR: X-CEL CHEMICAL SPECIALTIES CO.				179.00

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Page: 5/5

Vendor Code	Vendor Name		
	Invoice	Description	Amount
TOTAL - ALL VENDORS			119,165.16

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 03/06/2017 - 03/16/2017
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Page: 1/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	17TH CIRCUIT COURT	BOND TIMOTHY TURNER	227.00	69305
101-000-084.015	DUE FROM FIRE AUTHORITY	HANAH'S FLAG & BANNERS LL	FLAGS	38.00	69318
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	HUNTER, JOAN	RECYCLE BIN REFUND	10.00	69321
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	KIRBY, NEIL	RECYCLE BIN REFUND	5.00	69327
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	MASTERTON, HEATHER	RECYCLE BIN RETURN	5.00	69332
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	ONAN, JEN	RECYCLE BIN REFUND	10.00	69335
Total For Dept 000				295.00	
Dept 172 MANAGER					
101-172-864.000	CONFERENCES & CONVENTIONS	VISA	MONTHLY STATEMENT	176.65	69349
Total For Dept 172 MANAGE				176.65	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	832.50	69313
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	296.00	69313
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	74.00	69313
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	PROFESSIONAL SERVICES	780.00	69314
Total For Dept 210 ATTORN				1,982.50	
Dept 215 CLERK					
101-215-730.000	POSTAGE	KCI	PERSONAL PROPERTY ASSESSM	401.36	69323
101-215-730.000	POSTAGE	VISA	MONTHLY STATEMENT	1,679.25	69349
Total For Dept 215 CLERK				2,080.61	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	FEBRUARY 2017 ADMIN FEES	69.00	69316
101-253-955.000	MISCELLANEOUS EXPENSE	VISA	MONTHLY STATEMENT	124.12	69349
Total For Dept 253 TREASU				193.12	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	71.43	69346
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	151.14	69346
101-265-740.000	OPERATING SUPPLIES	PETTY CASH	PETTY CASH 3/14/2017	1.00	69306
101-265-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	359.00	69318
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	CLEANING SUPPLIES	11.49	69346
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	SUPPLIES - TOWELS	40.79	69346
101-265-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	SUPPLIES	179.00	69351
101-265-802.000	CONTRACTUAL	RED CREEK	TRASH & RECYCLING SERVICE	65.43	69339
101-265-802.000	CONTRACTUAL	RIVERSIDE INTEGRATED SYST	POLICE/CITY HALL MONITORI	251.00	69340
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	180.00	69341
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	CABLE FEB & MAR	309.20	69310
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	2,532.51	69330
101-265-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	POLICE GARAGE R & M	555.00	69309
101-265-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	SERVICE CALL	89.00	69338
Total For Dept 265 CITY H				4,795.99	
Dept 276 CEMETERY					
101-276-864.000	CONFERENCES & CONVENTIONS	MGIA	TRADE SHOW MGIA CONFERENC	125.00	69303
101-276-864.000	CONFERENCES & CONVENTIONS	PETTY CASH	PETTY CASH 3/14/2017	21.00	69306
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	180.02	69330
Total For Dept 276 CEMETE				326.02	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	SOR REGISTRATION FEB 2017	90.00	69343
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LPD LIVE SCAN FEB 2017	210.00	69343
101-301-744.000	UNIFORMS	CURTIS CLEANERS	MONTHLY STATEMENT	211.25	69312
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	207.00	69334
101-301-744.000	UNIFORMS	HOOPER PRINTING	ID BADGE - VANSOLKEMA	23.22	69320
101-301-864.000	CONFERENCES & CONVENTIONS	VISA	MONTHLY STATEMENT	531.88	69349
101-301-930.000	R & M EQUIPMENT	PETTY CASH	PETTY CASH 3/14/2017	4.76	69306
101-301-931.000	R & M POLICE CARS	VISA	MONTHLY STATEMENT	300.29	69349

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	MONTHLY STATEMENT	115.00	69349
101-301-957.000	TRAINING	PETTY CASH	PETTY CASH 3/14/2017	26.00	69306
Total For Dept 301 POLICE				1,719.40	
Dept 305 CODE ENFORCEMENT					
101-305-727.000	OFFICE SUPPLIES	VISA	MONTHLY STATEMENT	21.19	69349
Total For Dept 305 CODE E				21.19	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES	1,695.00	69350
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES	325.00	69350
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES	900.00	69350
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES	150.00	69350
Total For Dept 400 PLANNI				3,070.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	38.00	69318
101-441-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	MONTHLY STATEMENT	7.15	69342
101-441-802.000	CONTRACTUAL	RED CREEK	TRASH & RECYCLING SERVICE	117.86	69339
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	231.11	69330
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	846.88	69330
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	STREET LIGHT MAINT	62.31	69330
101-441-955.000	MISCELLANEOUS EXPENSE	PETTY CASH	PETTY CASH 3/14/2017	15.00	69306
Total For Dept 441 DEPART				1,318.31	
Dept 442 SIDEWALK					
101-442-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	MONTHLY STATEMENT	21.99	69342
Total For Dept 442 SIDEWA				21.99	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	190.97	69330
Total For Dept 747 CHAMBE				190.97	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	MONTHLY STATEMENT	40.96	69342
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	451.03	69330
101-751-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	MONTHLY STATEMENT	155.26	69342
Total For Dept 751 PARKS				647.25	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	40.02	69330
Total For Dept 757 SHOWBO				40.02	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	CLEANING SUPPLIES	11.50	69346
101-790-802.000	CONTRACTUAL	RED CREEK	TRASH & RECYCLING SERVICE	41.52	69339
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	360.00	69341
101-790-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	69344
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	1,269.47	69330
101-790-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	R & M - LIBRARY	37.50	69309
101-790-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	MONTHLY STATEMENT	17.44	69333
Total For Dept 790 LIBRAR				1,777.43	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	SELF SERVE LUMBER	MONTHLY STATEMENT	19.77	69342
101-804-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	69344
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	236.94	69330
Total For Dept 804 MUSEUM				296.71	
Total For Fund 101 GENERA				18,953.16	
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	SUPPLIES - BROOMS	42.98	69348

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EXP CHECK RUN DATES 03/06/2017 - 03/16/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 3/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC					
		Total For Dept 474 TRAFFI		42.98	
		Total For Fund 202 MAJOR		42.98	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-970.000 CAPITAL OUTLAY		KENT COUNTY ROAD COMMISSI N WASHINGTON & FREMONT ST		10,000.00	69324
		Total For Dept 450 CAPITA		10,000.00	
		Total For Fund 203 LOCAL		10,000.00	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000 OPERATING SUPPLIES		HANAH'S FLAG & BANNERS LL FLAGS		207.75	69318
248-463-802.000 CONTRACTUAL		LOWELL LIGHT & POWER	STREET LIGHT MAINT	66.86	69330
248-463-920.000 PUBLIC UTILITIES		LOWELL LIGHT & POWER	MONTHLY STATEMENTS	1,220.89	69330
248-463-930.000 REPAIR & MAINTENANCE		BEHRENS LIMITED, LCC	DDA R & M	228.85	69308
		Total For Dept 463 MAINT		1,724.35	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000 COMMUNITY PROMOTION		PETTY CASH	PETTY CASH 3/14/2017	6.50	69306
248-740-880.000 COMMUNITY PROMOTION		VISA	MONTHLY STATEMENT	67.47	69349
		Total For Dept 740 COMMUN		73.97	
		Total For Fund 248 DOWNT		1,798.32	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 758 DOG PARK					
260-758-920.000 PUBLIC UTILITIES		LOWELL LIGHT & POWER	MONTHLY STATEMENTS	49.97	69330
		Total For Dept 758 DOG PA		49.97	
		Total For Fund 260 DESIGN		49.97	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-920.000 PUBLIC UTILITIES		CONSUMERS ENERGY	AIRPORT STATEMENT	20.52	69311
581-000-930.000 REPAIR & MAINTENANCE		SELF SERVE LUMBER	MONTHLY STATEMENT	170.97	69342
		Total For Dept 000		191.49	
		Total For Fund 581 AIRPOR		191.49	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000 DUE FROM EARTH TECH		LOWELL LIGHT & POWER	MONTHLY STATEMENTS	5,906.03	69330
		Total For Dept 000		5,906.03	
Dept 550 TREATMENT					
590-550-801.000 PROFESSIONAL SERVICES		PREIN & NEWHOF, INC.	PUMP STATION EVALUATION	6,666.50	69337
590-550-801.000 PROFESSIONAL SERVICES		PREIN & NEWHOF, INC.	VALLEY VISTA LIFT STATION	1,806.00	69337
590-550-801.000 PROFESSIONAL SERVICES		PREIN & NEWHOF, INC.	WWTP MAHL	3,019.40	69337
590-550-801.000 PROFESSIONAL SERVICES		PREIN & NEWHOF, INC.	SAW GRANT	24,023.10	69337
590-550-802.000 CONTRACTUAL		SUEZ WATER ENVIRONMENTAL	EXTRA BIO-SOLIDS APRIL 20	13,370.50	69345
590-550-970.000 CAPITAL OUTLAY		L.D. DOCSA ASSOCIATES, IN	OXIDATION DITCH REPAIR -D	9,088.45	69328
		Total For Dept 550 TREATM		57,973.95	
Dept 551 COLLECTION					
590-551-801.000 PROFESSIONAL SERVICES		PREIN & NEWHOF, INC.	S BROADWAY INFRASTRUCTURE	10,350.85	69337
590-551-802.000 CONTRACTUAL		PLUMMERS ENVIRONMENTAL SE	CONTRACTUAL - 1400 FOREMA	1,353.30	69336
590-551-802.000 CONTRACTUAL		PLUMMERS ENVIRONMENTAL SE	CONTRACTUAL - JEFFERSON &	472.50	69336
590-551-930.000 REPAIR & MAINTENANCE		GRAINGER INDUSTRIAL SUPPL	WATER DEPT R & M	66.30	69317
		Total For Dept 551 COLLEC		12,242.95	
Dept 553 ADMINISTRATION					
590-553-801.000 PROFESSIONAL SERVICES		DICKINSON WRIGHT PLLC	LEGAL SERVICES	111.00	69313
		Total For Dept 553 ADMINI		111.00	
		Total For Fund 590 WASTE		76,233.93	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	FERRELLGAS	WTP PROPANE	479.46	69315
591-570-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	MONTHLY STATEMENT	23.36	69342
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	5,274.17	69330
	Total For Dept 570 TREATM			5,776.99	
Dept 571 DISTRIBUTION					
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION FEBRUARY	815.00	69322
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	MONTHLY STATEMENTS	1,111.76	69330
	Total For Dept 571 DISTRI			1,926.76	
Dept 573 ADMINISTRATION					
591-573-996.000	PAYING AGENT FEES	THE BANK OF NY MELLONG CO	BOND REGISTRAR FEE	200.00	69347
	Total For Dept 573 ADMINI			200.00	
	Total For Fund 591 WATER			7,903.75	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	840.95	69307
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	120.00	69307
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	80.00	69307
636-000-802.000	CONTRACTUAL	HASSELBRING-CLARK	COPY MACHING CONTRACTUAL	395.00	69319
	Total For Dept 000			1,435.95	
	Total For Fund 636 DATA P			1,435.95	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	VISA	MONTHLY STATEMENT	58.62	69349
661-895-741.000	FUEL	PETTY CASH	PETTY CASH 3/14/2017	77.45	69306
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	MONTHLY STATEMENT	722.40	69333
661-895-930.000	REPAIR & MAINTENANCE	VISA	MONTHLY STATEMENT	723.56	69349
	Total For Dept 895 FLEET			1,582.03	
	Total For Fund 661 EQUIPM			1,582.03	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	172.23	69325
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	123.90	69326
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	677.45	69329
	Total For Dept 000			973.58	
	Total For Fund 703 CURREN			973.58	

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Page: 5/5

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

Fund 101	GENERAL FUND	18,953.16
Fund 202	MAJOR STREET FUN	42.98
Fund 203	LOCAL STREET FUN	10,000.00
Fund 248	DOWNTOWN DEVELOP	1,798.32
Fund 260	DESIGNATED CONTR	49.97
Fund 581	AIRPORT FUND	191.49
Fund 590	WASTEWATER FUND	76,233.93
Fund 591	WATER FUND	7,903.75
Fund 636	DATA PROCESSING	1,435.95
Fund 661	EQUIPMENT FUND	1,582.03
Fund 703	CURRENT TAX COLL	973.58

119,165.16



LOWELL CITY COUNCIL MEMORANDUM

DATE: March 17, 2017

TO: Mayor DeVore and the City Council

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

RE: Industrial Facility Tax Credit

We received a request from Litehouse seeking a Public Act 198 Industrial Facility Tax Credit. They are currently expanding the footprint of their property to place additional freezers for their food processing operation. There is currently an Industrial Development District established in this area of the City and this request would be legal for the abatement under the Public Act.

This credit allows for a 50 percent abatement for the investment of new real and personal property for up to 12 years. Litehouse has submitted their application and would have up until October 31, 2017 for both the City and the State of Michigan Department of Treasury to approve the application and provide the credit for the 2018 tax year.

Attached are the application from Litehouse and a fact sheet pertaining to Public Act 198. The City cannot approve this abatement without setting a public hearing and approval of a resolution by the City. In addition, the City is obligated to notify all tax jurisdictions of this request as they are affected by this.

I would like to have a discussion with the council about possible establishment of this credit. There are some parameters the Council should consider in approving this abatement. The City has approved these in the past but I am not sure what the history is but I have some ideas you may wish to consider.

No action will need to be taken this evening but consensus can be established to move this issue forward.

INDUSTRIAL PROPERTY TAX ABATEMENT (PA 198 of 1974, as amended)

Industrial property tax abatements provide incentives for eligible businesses to make new investments in Michigan. These abatements encourage Michigan manufacturers to build new plants, expand existing plants, renovate aging plants, or add new machinery and equipment. High technology operations are also eligible for the abatement.

High-technology activity is defined in the Michigan Economic Growth Authority (MEGA) Act as: advanced computing, advanced materials, biotechnology, electronic device technology, engineering or laboratory testing related to product research and development and advanced vehicles technology or technology that assists in the assessment or prevention of threats or damage to human health or the environment. Abatements under PA 198 can significantly reduce property taxes on new investment for eligible firms.

ESTABLISHING THE DISTRICT

Tax benefits are granted by the legislative body of the city, township or village in which the investment will be located. A public hearing is held and a resolution is adopted to approve the establishment of an Industrial Development District (for a new project) or a Plant Rehabilitation District (for a rehabilitation project). A written request to establish the district must be filed with the clerk of the local unit of government prior to commencement of construction, alteration or installation of equipment.

Once the district is established, the company may apply for an abatement on real and personal property taxes for up to 12 years.

APPLICATION PROCESS

Industrial property tax abatements must be approved at both the local and state levels. The eligible business files an application (Michigan Department of Treasury Form 1012) with the local clerk after the district has been established and no later than six months after commencement of the project. The local unit adopts a

resolution approving the application and determines the length of years for the abatement. After a local public hearing, the application is filed and reviewed by the State Tax Commission (STC) and the Michigan Economic Development CorporationSM (MEDC). The STC then grants final approval applications with required attachments must be received by the STC no later than October 31, in order to receive consideration and action by December 31.

Applications to the STC must include an agreement signed by the local unit and the operator of the facility outlining the conditions of the abatement. This shall include an affidavit that no payment of any kind in excess of the fee allowed under the act has been made or promised in exchange for favorable consideration of exemption application.

Once approved, the firm pays an Industrial Facilities Tax (IFT), instead of property tax, which reflects the abatement savings.

ELIGIBLE FACILITIES

Industrial plants eligible for tax abatement are those that primarily manufacture or process goods or materials by physical or chemical change. Related facilities of Michigan manufacturers such as offices, engineering, research and development, warehousing or parts distribution are also eligible for exemption.

Research and development laboratories, high-tech facilities and large communication centers can qualify throughout Michigan.

Facilities used for warehousing, distribution or logistics purposes can be eligible if they locate in specific border counties. At least 90 percent of the property, excluding the surrounding green space, must be used for a warehouse, distribution, logistics or communication center and occupy a building or structure that is more than 100,000 square feet. Eligible border counties include

Berrien, Branch, Cass, Chippewa, Dickinson, Gogebic, Hillsdale, Iron, Lenawee, Menominee, Monroe, St. Clair, St. Joseph, and Wayne.

The exemption applies to buildings, building improvements, machinery, equipment, furniture and fixtures. Real and personal property are eligible whether owned or leased (provided the lessee is liable for payment of taxes on the property).

The exemption covers only the specific project that is the subject of the application. Any buildings and equipment that existed prior to construction of a new facility are not exempt. If the project is rehabilitation, the value of any pre-existing obsolete property is exempt from ad valorem property taxes, but will be used as the base for IFT. Similarly, any structures or equipment added after completion of the project are fully taxable.

TAX IMPACT

Real and Non-industrial

Personal Property IFT Treatment

The IFT on a new plant and non-industrial personal property, such as some high-tech personal property, is computed at half the local property tax mileage rate. This amounts to a reduction in property taxes of approximately 50 percent. In addition, the 6-mill SET may be abated 100 percent, 50 percent or not at all. Any SET abatement must be negotiated with the MEDC.

Rehabilitation of Real or

Personal Property IFT Treatment

For an obsolete plant or machinery that is being replaced or restored, the IFT is frozen at the assessed value of the plant prior to improvement. This results in a 100 percent exemption from property tax on the value of the improvements.

Speculative Building IFT Treatment

In order for a speculative building to qualify for abatement, the local unit must approve a resolution declaring it is a speculative building prior to identifying occupants. Initial construction and finishing costs would be eligible for a reduction in property taxes of approximately 50 percent.

Commercial Personal Property Tax Relief

Commercial personal property will receive an automatic reduction of 12 mills for local school on their property tax bill.

Extension Under Personal Property Tax Reform

Personal property abated under PA 198 and eligible in the future for the Personal Property Tax (PPT) exemption will automatically continue to be abated under PA 198 until that property may be claimed as exempt from the PPT in the current tax year. Businesses with IFT until the property becomes eligible for the PPT exemption.

For more information, contact the MEDC customer contact center at 517.373.9808 or visit our website at www.michiganbusiness.org.

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Susan Ullery</i>	Date received by Local Unit <i>10/25/2016</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

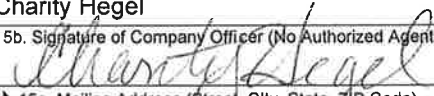
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Lighthouse, Inc		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 2035													
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1400 Foreman Road, Lowell MI 49331		1d. City/Township/Village (indicate which) City of Lowell	1e. County Kent												
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(9)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Rehabilitation (Sec. 3(1))		3a. School District where facility is located Lowell 3b. School Code 41170													
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed. The current facility is approximately 150,000 S.F. steel constructed. Primary use is manufacturing and warehouse storage. The project includes the addition of 26,000 S.F. of steel constructed cold warehouse storage. The equipment in the facility will consist of warehouse racking.		4. Amount of years requested for exemption (1-12 Years) 12													
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total													
6c. Total Project Costs * Round Costs to Nearest Dollar		6d. Total of Real & Personal Costs													
6a. Cost of land and building improvements (excluding cost of land) \$3,252,500.00		6b. Cost of machinery, equipment, furniture and fixtures \$3,508,000.00													
6c. Total Project Costs \$6,760,500.00		6d. Total of Real & Personal Costs \$6,760,500.00													
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.															
<table border="0"><thead><tr><th></th><th>Begin Date (M/D/Y)</th><th>End Date (M/D/Y)</th><th></th></tr></thead><tbody><tr><td>Real Property Improvements</td><td><u>7/1/16</u></td><td><u>1/31/17</u></td><td><input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased</td></tr><tr><td>Personal Property Improvements</td><td><u>12/1/16</u></td><td><u>1/31/17</u></td><td><input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased</td></tr></tbody></table>					Begin Date (M/D/Y)	End Date (M/D/Y)		Real Property Improvements	<u>7/1/16</u>	<u>1/31/17</u>	<input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased	Personal Property Improvements	<u>12/1/16</u>	<u>1/31/17</u>	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
	Begin Date (M/D/Y)	End Date (M/D/Y)													
Real Property Improvements	<u>7/1/16</u>	<u>1/31/17</u>	<input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased												
Personal Property Improvements	<u>12/1/16</u>	<u>1/31/17</u>	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased												
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No															
9. No. of existing jobs at this facility that will be retained as a result of this project. 290		10. No. of new jobs at this facility expected to create within 2 years of completion. 20-25													
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.															
a. TV of Real Property (excluding land) 0.00															
b. TV of Personal Property (excluding inventory) 0.00															
c. Total TV 0.00															
12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District															
12b. Date district was established by local government unit (contact local unit) 12/16/91		12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No													

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Jaime Vaardahl	13b. Telephone Number (208) 920-2093	13c. Fax Number (208) 265-7741	13d. E-mail Address jvaardahl@lighthouseinc.com
14a. Name of Contact Person Jaime Vaardahl	14b. Telephone Number (208) 920-2093	14c. Fax Number (208) 265-7741	14d. E-mail Address jvaardahl@lighthousein.com
▶ 15a. Name of Company Officer (No Authorized Agents) Charity Hegel			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (208) 265-7741	15d. Date 10-20-14
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 100 Lighthouse Drive, Sandpoint ID 83864		15f. Telephone Number (208) 263-7569	15g. E-mail Address chegel@lighthouseinc.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		
16c. LUCI Code		16d. School Code
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal



BUILDING PERMIT

**THIS PERMIT MUST BE DISPLAYED ON THE
PREMISES AT THE START OF ANY PROJECT**

DATE ISSUED: 08/12/2016

PERMIT NO:

PB16901009

THIS PERMIT IS ISSUED FOR:

ADDITION - LITEHOUSE FOODS

ADDRESS: 1400 FOREMAN ST SE

APPLICANT: VENEKLASSEN A J

LIC. NO: 2101048943

NOTE: IMPORTANT

**After work covered by this permit is completed,
A CERTIFICATE OF OCCUPANCY MUST
be obtained prior to use or occupancy of the building.**

**ISSUED
BY:**

Brian Wilson

Brian Wilson, Building Official



DRESSINGS • DIPS • SAUCES

August 4, 2016

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

To whom it may concern;

The legal descriptions of the real property on which the facility will be located is:

- Parcel Number: 41-20-03-251-013
Property Address: 1400 FOREMAN ST SE
Tax Description: PART OF S 1/2 NE 1/4 COM 58.0 FT N 89D 53M E ALONG S LINE OF N 1/2 S 1/2 NE 1/4 FROM CL OF GEE DR & 100.0 FT N 0D 00M FROM SD S LINE TH N 7D 55M W 116.71 FT PAR WITH CL OF SD DR TH N 0D 00M TO N 1/8 LINE TH ELY ALONG N 1/8 LINE TO A PT 858.90 FT W FROM E SEC LINE TH S 0D 00M 638.08 FT TO S LINE OF N 1/2 S 1/2 NE 1/4 TH W ALONG SD S LINE 40.0 FT TH N 0D 00M 25.0 FT TH W PAR WITH SD S LINE 325 FT TH N PERP TO SD S LINE 75 FT TH S 89D 53M W PAR WITH SD S LINE TO BEG * SEC 3 T6N R9W 10.48 A.
- Parcel Number: 41-20-03-276-008
Property Address: 1400 FOREMAN ST SE
Tax Description: PART NE 1/4 COM 58.0 FT N 89D 53M E ALONG N LINE OF S 1/2 S 1/2 NE 1/4 & 100.0 FT N 0D 00M FROM INT OF SD N LINE & CL OF GEE DR TH N 7D 55M W 116.71 FT TH N 0D 00M TO N LINE OF S 1/2 NE 1/4 TH ELY ALONG SD N LINE TO A PT 376.90 FT W ALONG SD N LINE FROM E SEC LINE TH S TO N LINE OF S 1/2 S 1/2 NE 1/4 TH W ALONG SD N LINE 527.30 FT TH N PERP TO SD N LINE 25.0 FT TH W PAR WITH SD N LINE 325.0 FT TH N PERP TO SD N LINE 75 FT TH W TO BEG * SEC 3 T6N R9W 17.86 A.

Sincerely,

Jaime Vaardahl
Payroll & Account Specialist

**Amendment #2 to
COMMERCIAL LEASE AGREEMENT**

1. Names

This amendment to lease dated May 15, 1997 is made the 23rd of June, 2014, and will commence immediately by and between WENDELL L. CHRISTOFF, TRUSTEE OF THE WENDELL L. CHRISTOFF TRUST UAD 08/01/86 (lessor) and Litehouse, Inc., an Idaho corporation (lessee).

2. Terms Amended

The COMMERCIAL LEASE AGREEMENT dated May 15, 1997, covering the premises at 1400 Forman Street (main building) is amended as follows:

Section 1. Description of Premises: The premises are amended to include the 2004 Refrigerated Addition and 2011 Dry storage addition as described in Exhibit B.

Section 2. Term of the lease: The term is hereby amended from current extension date of May 15th, 2017 to December 31st, 2029.

Section 3. Option to Renew: Lessee to extend the term on all the provisions contained in the lease and contained in all subsequent amendments three (3) additional five-year (5) periods following the expiration described above by giving notice of exercise of the option to Tenant at least three (3) months before expiration of the then current term. If no notice of extension or non-extension is received 90 days prior to the expiration date, this lease will automatically be renewed for the next extension term. The final expiration if all extensions are exercised will be December 31, 2044.

Section 5. Rent: Commencing immediately, the new base rent amount will be \$81,282.28 per month for the current lease term, subject to section 6 below.

Section 6. Base Rent Adjustment: Annual rent adjustments will be completed using prior year Annual Average CPI data as previously described in original contract. The adjustment will become reflected in the March-Feb payments of each year with the first adjustment to be March 1, 2015. The first adjustment will be calculated by using the 2014 Average CPI rate reduced by the increase already applied on May 15, 2015.

3. Effective Date

This amendment will take effect immediately.

4. Other Terms of Lease

In all other respects, the terms of the original lease and the related amendments, remain in effect. If there is a conflict between this amendment and the original lease or any earlier amendments, the terms of this amendment will prevail.

LESSOR:

Wendell L. Christoff, Trustee
Wendell L. Christoff
2801 SE 19th Ave
Cape Coral, FL 33904

Dated: _____

By: _____

WENDELL L. CHRISTOFF, TRUSTEE OF THE WENDELL L. CHRISTOFF TRUST UAD 08/01/86

LESSEE:

Litehouse, Inc.,
an Idaho Corporation
1109 N. Ella Ave.
Sandpoint, Idaho 83864

Dated: 7/31/14 _____

By:  _____

Kelly Prior

Executive Vice President and Chief Financial Officer

EXHIBIT "B"
DESCRIPTON OF PREMISES:

2004 ADDITION;

Cooler is 206 feet by 143 feet long by 27 feet high (29,458 square feet), plus 3,495 square feet of general warehousing and production area. Total plant addition is 32,915 square feet. Also included is site work are electrical, cooling units, new parking area and driveway.

The legal descriptions of the real property on which the facility will be located is:

All that part of the South 1/2 of the Northeast 1/4, Section 3, Town 6 North, Range 9 West, City of Lowell, Kent County, Michigan, described as: Beginning on the North Line of the South 1/2, Northeast 1/4, 898.90 feet North 90°00' West from the Northeast corner thereof; thence South 0°00' East 563.08 feet to a point 100 feet North of the South line of the North 1/2, South 1/2 Northeast 1/4; thence South 89°53' West 710.16 feet, parallel with said South line, to a point 58 feet North 89°53' East from the centerline of Gee Drive, and POINT A, so called; thence North 7°55' West 116.17 feet parallel with the centerline of Gee Drive, to the intersection of a line described as: Beginning at a point 42 feet North 89°53' East from the above described POINT A, running thence North of the North Section line and the point of ending of said line; thence North 0°00' West along said last described line, 449.46 feet to a point on the North line, South 1/2, North-east 1/4, 120.52 feet East from the centerline of Gee Drive; thence North 90°00' East 726.16 feet to place of beginning. Subject to right-of-way over the North 33 feet thereof.

2011 ADDITION;

The legal descriptions of the real property on which the facility will be located is:

- Parcel Number: 41-20-03-251-013

Property Address: 1400 FOREMAN ST SE

Tax Description: PART OF S 1/2 NE 1/4 COM 58.0 FT N 89D 53M E ALONG S LINE OF N 1/2 S 1/2 NE 1/4 FROM CL OF GEE DR & 100.0 FT N 0D 00M FROM SD S LINE TH N 7D 55M W 116.71 FT PAR WITH CL OF SD DR TH N 0D 00M TO N 1/8 LINE TH ELY ALONG N 1/8 LINE TO A PT 858.90 FT W FROM E SEC LINE TH S 0D 00M 638.08 FT TO S LINE OF N 1/2 S 1/2 NE 1/4 TH W ALONG SD S LINE 40.0 FT TH N 0D 00M 25.0 FT TH W PAR WITH SD S LINE 325 FT TH N PERP TO SD S LINE 75 FT TH S 89D 53M W PAR WITH SD S LINE TO BEG * SEC 3 T6N R9W 10.48 A.

- Parcel Number: 41-20-03-276-008

Property Address: 1400 FOREMAN ST SE

Tax Description: PART NE 1/4 COM 58.0 FT N 89D 53M E ALONG N LINE OF S 1/2 S 1/2 NE 1/4 & 100.0 FT N 0D 00M FROM INT OF SD N LINE & CL OF GEE DR TH N 7D 55M W 116.71 FT TH N 0D 00M TO N LINE OF S 1/2 NE 1/4 TH ELY ALONG SD N LINE TO A PT 376.90 FT W ALONG SD N LINE FROM E SEC LINE TH S TO N LINE OF S 1/2 S 1/2 NE 1/4 TH W ALONG SD N LINE 527.30 FT TH N PERP TO SD N LINE 25.0 FT TH W PAR WITH SD N LINE 325.0 FT TH N PERP TO SD N LINE 75 FT TH W TO BEG * SEC 3 T6N R9W 17.86 A.

3. Effective Date

This amendment will take effect immediately.

4. Other Terms of Lease

In all other respects, the terms of the original lease and the related amendments, remain in effect. If there is a conflict between this amendment and the original lease or any earlier amendments, the terms of this amendment will prevail.

LESSOR:

Wendell L. Christoff, Trustee
Wendell L. Christoff
2801 SE 19th Ave
Cape Coral, FL 33904

Dated: _____

12/17/2014

By: _____

WENDELL L. CHRISTOFF, TRUSTEE OF THE WENDELL L. CHRISTOFF TRUST UAD 08/01/86

LESSEE:

Litehouse, Inc.,
an Idaho Corporation
1109 N. Ella Ave.
Sandpoint, Idaho 83864

Dated: _____

7/21/14

By: _____

Kelly Prior

Executive Vice President and Chief Financial Officer

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	▶ Date Received by Local Unit
STC Use Only	
▶ Application Number	▶ Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility)	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code)										
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location)	▶ 1d. City/Township/Village (indicate which)	▶ 1e. County									
▶ 2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	▶ 3a. School District where facility is located	▶ 3b. School Code									
4. Amount of years requested for exemption (1-12 Years)											
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.											
6a. Cost of land and building improvements (excluding cost of land) ▶ _____ * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun. <div style="text-align: right;">Real Property Costs</div>											
6b. Cost of machinery, equipment, furniture and fixtures ▶ _____ * Attach itemized listing with month, day and year of beginning of installation, plus total <div style="text-align: right;">Personal Property Costs</div>											
6c. Total Project Costs ▶ _____ * Round Costs to Nearest Dollar <div style="text-align: right;">Total of Real & Personal Costs</div>											
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC. <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 30%; text-align: center;"><u>Begin Date (M/D/Y)</u></td> <td style="width: 30%; text-align: center;"><u>End Date (M/D/Y)</u></td> <td style="width: 40%;"></td> </tr> <tr> <td>Real Property Improvements ▶ _____</td> <td>_____</td> <td>▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased</td> </tr> <tr> <td>Personal Property Improvements ▶ _____</td> <td>_____</td> <td>▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased</td> </tr> </table>			<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>		Real Property Improvements ▶ _____	_____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased	Personal Property Improvements ▶ _____	_____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased
<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>										
Real Property Improvements ▶ _____	_____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased									
Personal Property Improvements ▶ _____	_____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased									
▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input type="checkbox"/> No											
▶ 9. No. of existing jobs at this facility that will be retained as a result of this project.	▶ 10. No. of new jobs at this facility expected to create within 2 years of completion.										
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation. <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 60%;">a. TV of Real Property (excluding land)</td> <td>_____</td> </tr> <tr> <td>b. TV of Personal Property (excluding inventory)</td> <td>_____</td> </tr> <tr> <td>c. Total TV</td> <td>_____</td> </tr> </table>			a. TV of Real Property (excluding land)	_____	b. TV of Personal Property (excluding inventory)	_____	c. Total TV	_____			
a. TV of Real Property (excluding land)	_____										
b. TV of Personal Property (excluding inventory)	_____										
c. Total TV	_____										
▶ 12a. Check the type of District the facility is located in: <input type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District											
▶ 12b. Date district was established by local government unit (contact local unit)	▶ 12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input type="checkbox"/> No										

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name	13b. Telephone Number	13c. Fax Number	13d. E-mail Address
14a. Name of Contact Person	14b. Telephone Number	14c. Fax Number	14d. E-mail Address
▶ 15a. Name of Company Officer (No Authorized Agents)			
15b. Signature of Company Officer (No Authorized Agents)		15c. Fax Number	15d. Date
▶ 15e. Mailing Address (Street, City, State, ZIP Code)		15f. Telephone Number	15g. E-mail Address

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)	
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		16d. School Code	
16c. LUCI Code		▶ 18. Date of Resolution Approving/Denying this Application	
17. Name of Local Government Body			

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Instruction for Completing Form 1012, Industrial Facilities Tax Exemption (IFT) Application

The completed original application form 1012 and all required attachments, **MUST** be filed with the clerk of the local unit of government where the facility is or will be located. Complete applications must be received by the State Tax Commission by October 31 to ensure processing and certification for the following tax year. Applications received after the October 31 deadline will be processed as expeditiously as possible.

Please note that attachments listed on the application in number 16a are to be retained by the local unit of government, and attachments listed in number 16b are to be included with the application when forwarding to the State Tax Commission (STC).

(Before commencement of a project the local unit of government must establish a district, or the applicant must request in writing a district be established, in order to qualify for an IFT abatement. Applications and attachments must be received by the local unit of government **within six months of commencement of project.**)

The following information is required on separate documents attached to form 1012 by the applicant and provided to the local unit of government (city, township or village). (Providing an accurate school district where the facility is located is vital.)

1. Legal description of the real property on which the facility is or will be located. Also provide property identification number if available.
2. Personal Property Requirements: Complete list of new machinery, equipment, furniture and fixtures which will be used in the facility. The list should include description, **beginning date of installation** or expected installation by **month/day/year**, and costs or expected costs (see sample). Detail listing of machinery and equipment **must match amount shown** on question 6b of the application. Personal property applications must have attached a certified statement/affidavit as proof of the beginning date of installation (see sample).
3. Real Property Requirements: Proof of date the construction started (groundbreaking). Applicant must include one of the following if the project has already begun; building permit, footings inspection report, or certified statement/affidavit from contractor indicating exact date of commencement.

4. Complete copy of lease agreement as executed, if applicable, verifying lessee (applicant) has direct ad valorem real and/or personal property tax liability. The applicant must have real and/or personal property tax liability to qualify for an IFT abatement on leased property. If applying for a real property tax exemption on leased property, the lease must run the full length of time the abatement is granted by the local unit of government. Tax liability for leased property should be determined before sending to the STC.

The following information is required of the local unit of government: [Please note that only items 2, 4, 5, 6, & 7 below are forwarded to the State Tax Commission with the application, along with items 2 & 3 from above. The original is required by the STC. The remaining items are to be retained at the local unit of government for future reference. **(The local unit must verify that the school district listed on all IFT applications is correct.)**]

1. A copy of the notice to the general public and the certified notice to the property owners concerning the establishment of the district.
2. Certified copy of the resolution establishing the Industrial Development District (IDD) or Plant Rehabilitation District (PRD), which includes a legal description of the district (see sample). **If the district was not established prior to the commencement of construction, the local unit shall include a certified copy or date stamped copy of the written request to establish the district.**
3. Copy of the notice and the certified letters to the taxing authorities regarding the hearing to approve the application.
4. Certified copy of the resolution approving the application. **The resolution must include the number of years the local unit is granting the abatement and the statement "the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of (governmental unit), or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in (governmental unit – see sample).**

5. **Letter of Agreement (signed by the local unit of government and the applicant per P.A. 334 of 1993 (see sample).**
6. **Affidavit of Fees (signed by the local unit of government and the applicant), (Bulletin 3, January 16, 1998). This statement may be incorporated into the Letter of Agreement (see sample).**
7. **Treasury Form 3222 (if applicable - Fiscal Statement for Tax Abatement Request.**

The following information is required for rehabilitation applications in addition to the above requirements:

1. A listing of existing machinery, equipment, furniture and fixtures which will be replaced or renovated. This listing should include description, beginning date of installation or expected installation by month/day/year, and costs or expected costs.
2. A rehabilitation application must include a statement from the Assessor showing the taxable valuation of the plant rehabilitation district, separately stated for real property (EXCLUDING LAND) and personal property. Attach a statement from the assessor indicating the obsolescence of the property being rehabilitated.

The following information is required for speculative building applications in addition to the above requirements:

1. A certified copy of the resolution to establish a speculative building.
2. A statement of non-occupancy from the owner and the assessor. Please refer to the following Web site for P.A. 198 of 1974:

Please refer to the following Web site for P.A. 198 of 1974: www.legislature.mi.gov/. For more information and Frequently Asked Questions, visit our Web site at www.michigan.gov/propertytaxexemptions.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

	Beginning Date of Installation	Real Property Cost	Personal Property Cost
26,000 Warehouse/Cooler	07/01/16	\$ 3,000,000.00	
Electrical Transformer	09/01/16	\$ 100,000.00	
2 Docks in existing Warehouse	02/01/17	\$ 76,500.00	
Additional Compactor Bay	02/01/17	\$ 50,000.00	
Additional Employee Parking	05/01/17	\$ 26,000.00	
Formulation Area	12/01/16		\$ 650,000.00
Cup Production Line	01/01/17		\$ 1,700,000.00
Rotary Cup Machine	01/01/17		\$ 54,000.00
Rotary Cup Machine	01/01/17		\$ 54,000.00
Package Line Expansion	12/15/16		\$ 850,000.00
Warehouse Racking	04/01/11		\$ 200,000.00
	Total:	\$ 3,252,500.00	\$ 3,508,000.00

Total Project Cost: \$ 6,760,500.00

Arbor Board

Official Comprehensive Tree Plan 2017-2018

Report to the Lowell City Council

Introduction

An urban forest is a valuable asset to any city. Trees improve the quality of our air and water, reduce our energy costs by providing shade, they reduce noise pollution, increase our property values, and make a neighborhood a more attractive and desirable place to live, work, and shop.

Trees have other benefits, too. Especially in an urban environment, tree canopies filter and absorb toxic gases including carbon monoxide, nitrogen dioxide and sulphur dioxide. Trees have also been shown to be very effective at trapping fine dusts and toxic particles, the trapped dust being washed to the ground by rain.

If you look out your window and see a tree, do you know what kind of a tree it is? Do you know how healthy it is? Do you know how old it is? Does it matter?

Benefits of Community Trees: As architectural elements, trees create interest with their ever changing colors and textures. They act as unifiers, pulling together disparate elements in the urban landscape. They serve to soften and smooth (or de-emphasize) harsh angles and lines of individual buildings.

As articulators, trees help to clarify, delineate, and emphasize areas. Because of their natural beauty, trees help to humanize harsh city landscapes by encouraging people to stop, reflect, and relax. Trees modify the urban climate by slowing wind movement, reducing irritating noise levels, controlling glare and reflection from buildings, cooling city streets in summer, and purifying air as they filter out pollutants and add oxygen to the immediate environment.

Properly placed trees can reduce residential heating and cooling costs by an estimated 20 to 50 percent. Trees also have real estate value. According to the U.S. Forest Service, trees increase property values by 10 to 15 percent.

Roles and Responsibilities

The general powers granted to the City of Lowell through its charter define the role of the City Council, the Arbor Board and the City Manager (and staff). Generally, the charter states the following under Section 3.1:

Providing for the control over all trees, shrubs and plants in the public streets, highways, parks, or other public places in the City, all dead and diseased trees on private property and trees on private property overhanging the street, sidewalk, or public places, including the removal thereof and assessing the cost thereof against the abutting property as a special assessment.

City Council: The City Council has overall responsibility for setting policy and vision and ensuring that activities of the Arbor Board and the City Manager relating to trees support the overall vision and mission. Specifically the City Council:

- Consents to appointments to the Arbor Board as directed by the Mayor.
- Approves an annual plan submitted to the Council by the Arbor Board.
- Approves a budget that appropriates resources to implement the annual plan and for other tree-related activities.
- Sets fees and special assessment districts for removal and replacement of trees.

City Arbor Board: The Arbor Board was organized in 2007 in response to citizen concerns that action needed to be taken to offset the impact of trees being removed through infrastructure growth and improvements. At the time, the city was lacking an overall policy pertaining to the removal and replacement of trees within the community. With the creation of the Arbor Board there is greater interaction between citizens and city staff that results in the creation and implementation of a long-term plan.

The duties and responsibilities of the Lowell Arbor Board are defined in Chapter 23 of the Code of Ordinances for the City of Lowell. Specifically the Arbor Board:

- Shall study, investigate, counsel, and develop, annually update and administer a written plan for the care preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in public parks, along public streets and roads, within public right-of-ways and within other public areas.
- At the request of the City Council, consider, investigate, make findings, and report and make recommendations on any matter or question within the scope of its work.
- Work with the City Manager and staff to administer the Comprehensive Tree Plan.

City Manager and Staff: The City Manager has specific duties outlined in the City Charter relating to trees and carries out these duties with the assistance of qualified staff. Specifically the City Manager must:

- Provide technical assistance to the Arbor Board and ensure that the Comprehensive Tree Plan is implemented.
- Accept application from any person desiring to plant shade or ornamental trees in any public right-of-way and make a determination providing whether or not such trees may be planted.
- Authorize trimming of trees standing in or that may overhang any highways, streets, avenues, or which in any manner obstruct the public lighting of the city.

- Authorize the removal of an existing tree, shrub or other woody plant located in the street right-of-way, a city park, or other city-owned property.
- Authorize the planting and spacing of new trees in accordance with prescribed planting practices. See attached guidelines.
- Ensure that provisions of the City Code of Ordinances relating to noxious shrubs, weeds and grass are enforced.

Comprehensive Tree Plan for the City of Lowell

The Vision Statement: It is the intent of the Arbor Board to seek input from the community as to the direction and accomplishments to be pursued by the Arbor Board. This can be done through community meetings or on-line surveys utilizing the city website. One significant goal should be for the planting and the continuing maintenance of trees along West Main Street. The preferred plan is to locate trees within the highway right-of-way, placement on private property would be an acceptable alternative. Although the economy has been slow to recover Lowell is fortunate to have the financial support of our local foundations for our continued support.

The Plan Area: For the purposes of defining the plan area the City of Lowell is divided into several geographical areas. The Flat River will define the East and West boundaries of the city and Main Street will define the northern and southern boundaries. Additionally, we can further define Lowell by designating generic “Downtown Shopping Areas” and “West Main Shopping Areas.” If any additional areas are to be defined, they will be outlined by utilizing common street names.

The Goal(s): To maintain, at a minimum, and to improve on the Urban Forest Canopy within the city proper. To date, we have not been restrictive in our areas of involvement, placing trees where we found areas of need. This includes residential neighborhoods, city park properties and commercial districts. Recently, significant amounts of trees throughout the community have been devastated by insect infestation, thereby causing the loss of tree cover and inventory. A significant cost will be incurred in the coming year(s) and may curtail some of the planting progress. Fortunately this is being offset by progress in the past few years.

To date, the Arbor Board has authorized the installation of 701 trees of various varieties throughout the community. Tree selections and tree planting has been accomplished through the use of selected contractors, under the direct supervision of the Department of Public Works.

This has been done with the financial participation from the City of Lowell through Lowell Light and Power, the LCTV Fund, and the Look Fund and the very generous support of the Lowell Area Community Fund. It will be our intent to continue to utilize funds from these various community sources on, at least, an annual basis.

Comprehensive Tree Plan Areas by Zone

Zone 1 – North / East Side Lowell

1. Removal of selected dead trees from street parkways.
2. Selected thinning and pruning of pine forest at Washington Street city property.
3. Maintain and trim trees and remove along ROW and offer replacement trees to be planted on residential properties as budget permits.

Zone 2 – South / East Side Lowell

1. Maintain and trim trees along ROW when needed.
2. Maintain and trim trees and remove along ROW and offer replacement trees to be planted on residential properties as budget permits.

Zone 3 – Downtown/Riverwalk

1. It is suggested that the Arbor Board take over the responsibilities of planting from the DDA, allowing the DDA to concentrate on development, and to provide the Arbor Board with coordinating planting activities throughout the community. It is also intended to coordinate all planting efforts with the Showboat Garden Club to minimize duplication of effort.
2. Assist with landscaping at library as budget allows.

Zone 4 – West Main Shopping Area

1. Annual budgeting should include tree planting in this area. Our hope is that we will eventually be allowed by the state and county, to plant within the right-of-way. In the meantime, we should concentrate on planting on private property fronting Main Street.

Zone 5 – North / West Side of Lowell

1. Add and/or replace trees in Creekside Park as needed.

Zone 6 – South / West Side of Lowell

Implementation Tree Plan for 2017

1. It is suggested that the Arbor Board take over the responsibilities of planting from the DDA, allowing the DDA to concentrate on development, and to provide the Arbor Board with coordinating planting activities throughout the community. It is also intended to coordinate all planting efforts with the Showboat Garden Club to minimize duplication of effort.

Projected Budget: It is anticipated that a budget of \$ [REDACTED] will be needed in order to carry out the Implementation Plan for spring 2017.

Submitted by the Lowell Arbor Board

Jim Reagan, Chair

Perry Beachum

Jim Hodges

Diane LaWarre

Melissa Spino

Design Tips & Guidelines: Spacing

Many neglect to space their trees properly which leads to overgrown, crowded conditions. This is detrimental to your trees' nutrient intake and overall health.

- For trees which mature greater than 60 feet, plant a minimum 20 feet from a building and 40 feet apart.
- For tree which mature between 30 and 60 feet, plant a minimum 15 feet from a building and 35 feet apart.
- For trees which mature less than 30 feet, plant a minimum 10 feet from a building and 15 feet apart.
- Plant trees no less than 15 feet from a driveway, 10 feet from a utility pole, and 30 feet from an intersection.
- Do not plant trees that grow over 20 feet tall under power lines.

2017 LCTV Endowment Board Recommendations

Applicant	Project Name	Amount Requested	Total Cost of Project	Recommended Amount
City of Lowell	LCTV Fund Administration Expenses	\$4,000.00	\$4,000.00	\$4,000.00
City of Lowell	City Wide Voice Over Internet Protocol VOIP Phone System	\$40,000.00	\$155,000.00	\$40,000.00
Fallasburg Historical Society	FHS Website Development	\$4,765.00	\$4,765.00	\$4,000.00
GR Amateur Astronomical	Land Purchase	\$50,000.00	\$113,000.00	\$25,000.00
Lowell Area Schools	Audio Broadcast Console/Mixer	\$3,526.30	\$3,526.30	\$3,526.30
Lowell Township	Grand River Front Park	\$20,000.00	\$130,000.00	\$20,000.00
Lowell Rotary	Rebuild Showboat	\$50,000.00	1.5 to 2 million	\$20,000.00
Vergennes Twp	AV Equipment	\$2,465.00	\$2,465.00	\$2,465.00
Vergennes Twp	Fiber Optic Expansion	\$14,500.00	\$23,500.00	\$14,500.00
	TOTALS	\$189,256.30		\$133,491.30



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: March 17, 2017
TO: Michael T. Burns
FROM: Suzanne M. Olin
RE: Kent Intermediate School District –
Collection of Summer Property Taxes
for 2017

As in previous years, the Kent Intermediate School District has requested that the City collect the 2017 summer property taxes for the district. The City collects the Kent Intermediate School District property taxes at no fee in exchange for retaining earned interest while the monies are deposited in city accounts.

Recommended Motion: That the Lowell City Council approve the request from the Kent Intermediate School District to collect the 2017 summer property taxes for the district at no fee in exchange for retaining earned interest while the monies are deposited in city accounts.

March 6, 2017

TO: All Tax Collecting Units in the Kent
Intermediate School District

FROM: Mike Hagerty, Kent ISD *MH*
Lisa Freiburger, Grand Rapids Community College

RE: Summer Tax Collection, 2017

Attached please find a listing by taxing unit which indicates which school districts are asking you to provide summer tax collection in July, 2017.

Please note that the Kent Intermediate School District and the Grand Rapids Community College are formally requesting 100% summer tax collection in any unit that the local school district is asking for all or part of their taxes to be collected this July and are recommending this to our respective Boards. All invoices for summer tax collection fees should be sent directly to Kent ISD. Kent ISD will pay the invoices for all fees (for GRCC, local districts, and the ISD).

If you have any questions regarding this communication, please don't hesitate to contact Mike Hagerty, Assistant Superintendent for Administrative Services, Kent Intermediate School District at 365-2219, or Lisa Freiburger, Grand Rapids Community College at 234-4025.

MH/ld

Attachment

[illegible]

MONTHLY COMPARISON TOTALS
February 2016 AND 2017

ACTIVITY	February	2016 YEAR-TO-DATE	February	2017 YEAR-TO-DATE
Total Arrests	16	42	16	43
Alcohol (MIP/Open Intox)	1	2	1	3
Drug Law Violations	2	6	2	4
Drunk Driving	0	2	1	1
Suspended License	3	8	2	7
Warrant Arrest	5	10	7	23
Other Arrests	5	14	3	5
Assault	0	0	0	2
Assault (Verbal)	3	9	4	7
Assault (Domestic)	3	6	2	5
Assist from Other Agency	10	20	7	12
Assist to Other Agency	13	23	14	24
Assist to Citizen	36	59	50	94
Breaking & Entering	1	3	0	0
Disorderly Conduct	1	4	2	4
Dog Complaints	1	1	1	2
Larceny	4	8	9	12
Malicious Destruction	1	4	1	2
Motorist Assist	15	29	4	11
Ordinance Violations	11	16	2	12
Accident Total	10	25	14	23
{Property Damage}	10	25	14	23
{Personal Injury}	0	0	0	0
Citations Issued	25	50	35	58
Traffic Stops: Warned	131	221	72	165
# of Traffic Stops Made	148	246	88	190
TOTAL COMPLAINTS	181	355	225	352

**LOWELL POLICE DEPARTMENT
ASSISTING OTHER AGENCIES
FEBRUARY 2017**

COMPLAINT #	DATE	NATURE OF INCIDENT	DEPARTMENT	STATUS	VENUE
17-0172	2/1/2017	DOMESTIC	KCSD	BACK-UP	VERGENNES
17-0174	2/1/2017	PD ACCIDENT	KCSD	ASSIST	CITY OF LOWELL
17-0182	2/2/2017	FAMILY TROUBLE	KCSD	BACK-UP	CITY OF LOWELL
17-0191	2/5/2017	COMBATIVE PATIENT	KCSD	ASSIST	LOWELL
17-0250	2/16/2017	ALARM	KCSD	BACK-UP	LOWELL
17-0283	2/17/2017	ALARM	KCSD	BACK-UP	LOWELL
17-0291	2/18/2017	SUSPICIOUS	KCSD	BACK-UP	VERGENNES
17-0303	2/20/2017	SUSPICIOUS	KCSD	BACK-UP	LOWELL
17-0318	2/24/2017	CSC INVESTIGATION	CPS	ASSIST	CITY OF LOWELL
17-0323	2/24/2017	PI ACCIDENT	KENTWOOD	ASSIST	KENTWOOD
17-0330	2/26/2017	PEACE OFFICER	KCSD	BACK-UP	VERGENNES
17-0332	2/26/2017	SUICIDAL SUBJECT	IONIA CO	BACK-UP	IONIA CO
17-0351	2/28/2017	DRUG OVERDOSE	KCSD	ASSIST	VERGENNES
17-0352	2/28/2017	CPS INVESTIGATION	CPS	ASSIST	CITY OF LOWELL

**AGENCIES ASSISTING
LOWELL POLICE DEPARTMENT
FEBRUARY 2017**

COMPLAINT #	DATE	NATURE OF INCIDENT	DEPARTMENT	STATUS
17-0178	2/2/2017	DOMESTIC	KCSD	ASSISTED
17-0194	2/5/2017	NOISE COMPLAINT	KCSD	BACK-UP
17-0255	2/13/2017	COMBATIVE PATIENT	KCSD	ASSISTED
17-0265	2/14/2017	DISORDERLY	KCSD	BACK-UP
17-0269	2/15/2017	DOMESTIC	KCSD	BACK-UP
17-0314	2/22/2017	DOMESTIC	KCSD	BACK-UP
17-0316	2/22/2017	DOMESTIC	KCSD	BACK-UP

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 3/5/2017 3:06:43 PM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 02/01/2017 | End Date: 02/28/2017

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	25	24:34
Lowell Township - Lowell Township	14	107:06
Vergennes Township - Vergennes Township	9	21:21
TOTAL	48	153:01

Lowell Area Fire Dept.

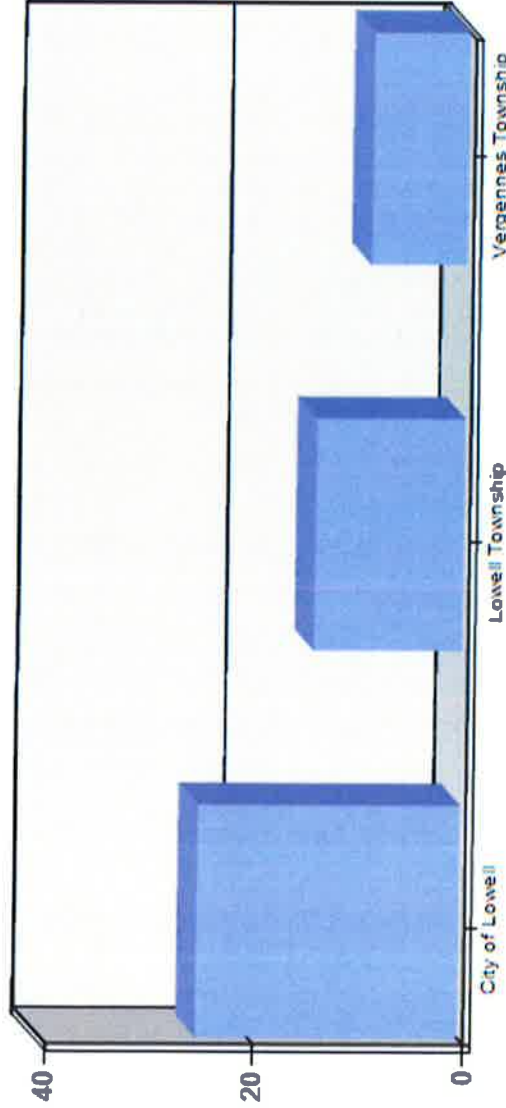
Lowell, MI

This report was generated on 3/5/2017 3:03:55 PM



Incident Count per Zone for Date Range

Start Date: 02/01/2017 | End Date: 02/28/2017



ZONE	# INCIDENTS
City of Lowell - City	25
Lowell Township - Lowell Township	14
Vergennes Township - Vergennes Township	9
TOTAL:	48

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

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 3/5/2017 3:09:45 PM

Incident Count per User-Defined Fields for Date Range

Start Date: 02/01/2017 | End Date: 02/28/2017

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)	
0	45
12	1
2	1
6	1

USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)	
0	46
200	2

USER-DEFINED FIELD: Hose 3 inch Feet used (Required)	
0	48

USER-DEFINED FIELD: Hose 5 inch feet used (Required)	
0	47
100	1

USER-DEFINED FIELD: Hand Tools Used (Required)	
0	42
1	1
1 TIC	1
10 cones/ 2 stop slow sticks	1
14	1
23	1
6	1

USER-DEFINED FIELD: Rescue Tools Used (Required)	
0	46
1	1
cutter/spreaders	1

USER-DEFINED FIELD: Water used (gal) (Required)	
0	46
1200	1
8000	1

CITY OF LOWELL
REPORT FOR : FEBRUARY
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 13.07367 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: FEBRUARY TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 205.33 HOURS, WHICH RESULTED IN
256.25 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 185.85

ELECTRICAL COST PER MILLION GALLONS: \$ 330.44

TOTAL COST PER MILLION GALLONS: \$ 516.29

WATER PRODUCTION

DAILY AVERAGE: 0.467

DAILY MAXIMUM: 0.528

DAILY MINIMUM: 0.374

THE AVERAGE PLANT OPERATION TIME WAS 6.6237 HOURS PER DAY.

STREETS DEPARTMENT

FEBRUARY 2017

Major & Local Streets

Snow and Ice Control

#16 – 12 Miles, 10 hrs.

#15 – 55 Miles, 10 hrs.

#9 – 8 hrs,

Pot holes:

4 Tons - pot holes filled with cold patch

Tons - of hot mix put down

Storm drains and ditches:

Cleaned catch basins throughout the City

Parking Lots

Plowed all City parking lots

Public Works:

Cleaned up back of D.P.W.

Airport:

Sidewalks:

Cleaned snow off sidewalks and put salt down

Trees, bushes, shrubs trimming and removal:

Traffic & Signs:

Misc:

Weekly Park Trash, D.D.A. Pickup (twice a week)

Set up City Hall weekly

Worked on trash boxes and barricades in old garage

Worked on equipment

Put 50 ton of salt into Foreman building

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI 49331

Phone: 616-897-5929

Posted Totals by Invoice Number

Report Date: 03/01/2017

Period From: 02/01/2017 To: 02/28/2017

Invoice Number	Date	Name	Tax	Total	Balance Due
001115	02/02/2017	Parks	0.00	113.09	
001116	02/03/2017	Police	0.00	172.23	
001117	02/07/2017	Police	0.00	483.13	
001118	02/03/2017	Equipment	0.00	33.39	
001119	02/03/2017	Equipment	0.00	47.25	
001120	02/08/2017	Equipment	0.00	127.78	
001121	02/10/2017	Equipment	0.00	387.81	
001122	02/10/2017	Police	0.00	132.55	
001123	02/21/2017	Equipment	0.00	2,046.45	
001124	02/21/2017	Equipment	0.00	111.04	
001125	02/22/2017	Equipment	0.00	93.10	
001126	02/22/2017	Equipment	0.00	166.00	
001127	02/24/2017	Fire Dept.	0.00	468.26	
			0.00	4,382.08	0.00

Time Allocation Per Department

Pay Period	Straight time				Overtime				Emergency Call Out				Standby			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
City Hall	0.5								0.75							
Cemetery																
Public Works	14.5	9.75	1.25						0.75							
Sidewalks																
Parks	1.5															
Library																
Fire																
Maj. Maint.																
Maj. Traffic																
Maj. Winter(Plowing)																
Loc. Maint.																
Loc. Traffic																
Loc. Winter (Plowing)	4								1							
D.D.A.																
WW Plant																
Sewer Mains																
Water Plant	1															
Water Mains	0.5	2.75	0.25													
Equip. Maint.	42	57.75	6.5													
Sick Leave		1.75														
Vacation			8													
PPH																
Holiday		8														
Totals Hrs.				160				0				2.5				0

February 2017 Sexton's Report

Total of Burials: 3 of those were: full:2 cremations: 1 Year to date 4

Oakwood: Spent 91.75 hr's

- Moving snow.
- Put together a summary of all my hours at each location comparing full time to my part time helpers hours at each place.
- Continued to keep up with all the necessary paper work,.
- When the snow melted, I picked up a lot of braches and stick.
- Showed possible graves to someone to buy..
- Went through the rules and prices with Mike , Rich and Luann.

City Hall : Spent 7 hrs.

- Replaced 2 worn out flags.
- Shoveled snow and salted the walks.
- Changed a few light bulbs.

Englehardt Library: Spent 7 hr's doing the following:

- Shoveling the walks and salting them.
- Filled soap dispensers in both bathrooms.
- Dealt with handy cap openers that didn't work.

D.D.A. Spent 7.5 hr's doing the following: removing snow, salting,.

Parks: 1.25 hr's removing snow .

Museum: 3.5 hr. removing snow changing air fliters, caulking windows

D.P.W. 3 hr's removing snow plus morning meetings

Water Mains: .5 hr. washing truck

Loc. Winter: lent Bruce for cold patch work 1 hrs

FEB

CITY OF LOWELL - PERMIT LIST

03/02/2017

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB17900117	1410 W MAIN ST SE	02/08/2017	41-20-03-478-048	ADDITION TO BUILDING	808.00	306,436
PB17900149	200 N MONROE ST SE	02/08/2017	41-20-02-404-005	WOOD DECK	150.00	10,000
PB17900155	422 E MAIN ST SE	02/08/2017	41-20-02-431-003	RE ROOF - HUNTINGTON	90.00	4,692
PB17900090	318 E MAIN ST SE	02/08/2017	41-20-02-430-012	INTERIOR REMODEL - B1	1,495.00	600,000
PB17900159	312 E MAIN ST SE	02/08/2017	41-20-02-430-014	INTERIOR REMODEL - M	215.00	40,000
PB17900154	1375 HIGHLAND HILL DR SE	02/10/2017	41-20-01-178-037	RESIDENCE W/DECK	645.00	224,049
PB17900153	1353 HIGHLAND HILL DR SE	02/10/2017	41-20-01-178-041	RESIDENCE	645.00	224,049
PB17900163	128 S MONROE ST SE	02/22/2017	41-20-02-430-013	BUILDING ADDITION - L	523.00	175,000
PB17900150	216 W MAIN ST SE	02/24/2017	41-20-02-418-009	INTERIOR REMODEL - A	150.00	20,000

Total Permits: 9

Total Fee Amount: 4,721.00

Total Const. Value: 1,604,226

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE17900141	1800 W MAIN ST SE	02/02/2017	41-20-03-451-001	site 132	56.00	0
PE17900176	312 E MAIN ST SE	02/09/2017	41-20-02-430-014	INTERIOR REMODELMI J	207.00	0
PE17900183	1800 W MAIN ST SE	02/10/2017	41-20-03-451-001	LOT #128	66.00	0
PE17900186	216 W MAIN ST SE	02/13/2017	41-20-02-418-009	INTERIOR REMODELA C	131.00	0
PE17900188	318 E MAIN ST SE	02/13/2017	41-20-02-430-012	INTERIOR REMODELBIG	401.00	0
PE17900203	829 SHEPARD DR SE	02/16/2017	41-20-02-227-024		86.00	0
PE17900228	1900 SIBLEY ST SE	02/22/2017	41-20-03-404-005	WASTEWATER LIFT STA	197.00	0
PE17900251	918 LINCOLN LAKE AVE SE	02/24/2017	41-20-02-104-010	Service upgrade	60.00	0
PE17900262	730 GODFREY ST SE	02/27/2017	41-20-02-101-060	732 Godfrey included with t	60.00	0

Total Permits: 9

Total Fee Amount: 1,264.00

Total Const. Value: 0

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
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FEB

CITY OF LOWELL - PERMIT LIST

03/02/2017

PM17900302	216 W MAIN ST SE	02/08/2017	41-20-02-418-009	INTERIOR REMODEL - A	110.00	0
PM17900305	312 E MAIN ST SE	02/08/2017	41-20-02-430-014	Replace 3-Nat gas furnaces,	240.00	0
PM17900323	1400 FOREMAN ST SE	02/10/2017	41-20-03-276-008	Installation of air compresso	130.00	0
PM17900341	2909 ALDEN NASH AVE SE	02/13/2017	41-20-14-100-074	Installation of a complete he	0.00	0
PM17900064	101 E MAIN ST SE	02/20/2017	41-20-02-416-001	furnace replacement	80.00	0
PM17900356	429 HIGH ST SE	02/21/2017	41-20-02-282-009	Replace gas furnace	80.00	0
PM17900427	216 W MAIN ST SE	02/24/2017	41-20-02-418-009	INTERIOR REMODELA C	65.00	0

Total Permits: 7

Total Fee Amount: 705.00

Total Const. Value: 0

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP17900041	1262 HIGHLAND HILL DR SE	02/01/2017	41-20-01-178-022	new home	234.00	0
PP17900126	312 E MAIN ST SE	02/08/2017	41-20-02-430-014	INTERIOR REMODELM I	146.00	0
PP17900139	318 E MAIN ST SE	02/13/2017	41-20-02-430-012	INTERIOR REMODELBIG	375.00	0
PP17900191	216 W MAIN ST SE	02/24/2017	41-20-02-418-009	INTERIOR REMODELA C	100.00	0
PP17900192	312 E MAIN ST SE	02/24/2017	41-20-02-430-014	INTERIOR REMODELM I	55.00	0
PP17900205	9925 52ND ST SE	02/28/2017	41-20-30-300-007	Closed. Permitted to the wr	0.00	0

Total Permits: 6

Total Fee Amount: 910.00

Total Const. Value: 0

Grand Total Permits: 31

Grand Total Permit Fee: 7,600.00

Grand Total Const. Value: \$1,604,226

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES		1,900,174.24	1,697,363.40	46,866.51	202,810.84	89.33
LICENSES AND PERMITS		38,150.00	33,943.96	10,324.06	4,206.04	88.97
CHARGES FOR SERVICES		364,700.00	57,065.84	5,490.92	307,634.16	15.65
STATE GRANTS		369,631.00	248,819.35	61,262.00	120,811.65	67.32
INT		1,400.00	1,906.32	335.37	(506.32)	136.17
OTHER REVENUE		15,050.00	26,429.92	702.94	(11,379.92)	175.61
TRANSFERS IN		148,225.00	0.00	0.00	148,225.00	0.00
FINES AND FORFEITURES		7,950.00	20,057.30	356.30	(12,107.30)	252.29
LOCAL CONTRIBUTIONS		11,900.00	6,534.76	0.00	5,365.24	54.91
TOTAL REVENUES		2,857,180.24	2,092,120.85	125,338.10	765,059.39	73.22
Expenditures						
101 COUNCIL		17,140.00	23,897.86	890.54	(6,757.86)	139.43
172 MANAGER		111,858.00	70,270.22	6,880.24	41,587.78	62.82
191 ELECTIONS		11,260.00	6,526.90	0.00	4,733.10	57.97
209 ASSESSOR		51,850.00	32,165.09	3,766.12	19,684.91	62.03
210 ATTORNEY		32,500.00	23,087.30	2,747.50	9,412.70	71.04
215 CLERK		106,000.00	78,001.95	10,284.68	27,998.05	73.59
253 TREASURER		211,090.00	143,200.19	42,595.87	67,889.81	67.84
265 CITY HALL		147,600.00	100,640.09	7,162.14	46,959.91	68.18
276 CEMETERY		113,435.00	72,952.88	5,341.69	40,482.12	64.31
294 UNALLOCATED MISCELLANEOUS		13,200.00	115,022.57	6,315.00	(101,822.57)	871.38
301 POLICE DEPARTMENT		687,820.00	471,801.00	44,808.36	216,019.00	68.59
305 CODE ENFORCEMENT		93,700.00	53,738.35	5,981.90	39,961.65	57.35
336 FIRE		130,000.00	61,871.12	159.91	68,128.88	47.59
400 PLANNING & ZONING		43,000.00	20,668.38	4,212.63	22,331.62	48.07
426 EMERGENCY MANAGEMENT		0.00	(4.27)	0.00	4.27	100.00
441 DEPARTMENT OF PUBLIC WORKS		242,850.00	140,275.03	16,226.95	102,574.97	57.76
442 SIDEWALK		6,150.00	3,669.86	196.56	2,480.14	59.67
523 TRASH		35,000.00	20,099.55	0.00	14,900.45	57.43
728 ECONOMIC DEVELOPMENT		20,600.00	9,645.53	1,404.12	10,954.47	46.82
747 CHAMBER/RIVERWALK		3,500.00	2,796.23	377.30	703.77	79.89
751 PARKS		151,080.00	80,374.50	2,448.44	70,705.50	53.20
757 SHOWBOAT		1,600.00	632.93	0.00	967.07	39.56
774 RECREATION CONTRIBUTIONS		2,000.00	12,500.00	0.00	(10,500.00)	625.00
790 LIBRARY		74,500.00	52,100.59	5,656.94	22,399.41	69.93
803 HISTORICAL DISTRICT COMMISSION		250.00	15.00	0.00	235.00	6.00
804 MUSEUM		36,400.00	28,942.28	1,369.86	7,457.72	79.51
965 TRANSFERS OUT		609,446.00	0.00	0.00	609,446.00	0.00
TOTAL EXPENDITURES		2,953,829.00	1,624,891.13	168,826.75	1,328,937.87	55.01
TOTAL REVENUES						
TOTAL REVENUES		2,857,180.24	2,092,120.85	125,338.10	765,059.39	73.22
TOTAL EXPENDITURES		2,953,829.00	1,624,891.13	168,826.75	1,328,937.87	55.01
NET OF REVENUES & EXPENDITURES		(96,648.76)	467,229.72	(43,488.65)	(563,878.48)	483.43

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 02/28/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	248.68	0.00	(248.68)	100.00
OTHER	OTHER REVENUE	192,000.00	101,148.95	17,360.99	90,851.05	52.68
TRANSIN	TRANSFERS IN	100,000.00	0.00	0.00	100,000.00	0.00
TOTAL REVENUES		292,000.00	101,397.63	17,360.99	190,602.37	34.73
Expenditures						
450	CAPITAL OUTLAY	452,000.00	11,814.53	0.00	440,185.47	2.61
463	MAINTENANCE	38,650.00	10,022.64	202.37	28,627.36	25.93
474	TRAFFIC	9,100.00	3,929.32	264.39	5,170.68	43.18
478	WINTER MAINTENANCE	42,000.00	19,905.63	7,074.45	22,094.37	47.39
483	ADMINISTRATION	45,800.00	2,934.01	2,200.00	42,865.99	6.41
TOTAL EXPENDITURES		587,550.00	48,606.13	9,741.21	538,943.87	8.27
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES						
		292,000.00	101,397.63	17,360.99	190,602.37	34.73
		587,550.00	48,606.13	9,741.21	538,943.87	8.27
		(295,550.00)	52,791.50	7,619.78	(348,341.50)	17.86

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
OTHER	OTHER REVENUE	87,000.00	38,716.33	6,498.51	48,283.67	44.50
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
TOTAL REVENUES		267,000.00	38,716.33	6,498.51	228,283.67	14.50
Expenditures						
450	CAPITAL OUTLAY	25,000.00	130.04	0.00	24,869.96	0.52
463	MAINTENANCE	70,300.00	36,462.25	998.00	33,837.75	51.87
474	TRAFFIC	11,000.00	4,690.28	972.14	6,309.72	42.64
478	WINTER MAINTENANCE	60,400.00	35,698.18	10,649.31	24,701.82	59.10
483	ADMINISTRATION	27,300.00	3,549.50	3,100.00	23,750.50	13.00
906	DEBT SERVICE	83,743.00	77,657.50	0.00	6,085.50	92.73
TOTAL EXPENDITURES		277,743.00	158,187.75	15,719.45	119,555.25	56.95
TOTAL REVENUES						
TOTAL EXPENDITURES		267,000.00	38,716.33	6,498.51	228,283.67	14.50
NET OF REVENUES & EXPENDITURES		277,743.00	158,187.75	15,719.45	119,555.25	56.95
		(10,743.00)	(119,471.42)	(9,220.94)	108,728.42	1,112.09

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	45.65	0.00	54.35	45.65
OTHER	OTHER REVENUE	50,000.00	50,000.00	0.00	0.00	100.00
TOTAL REVENUES		50,100.00	50,045.65	0.00	54.35	99.89
Expenditures						
000		50,000.00	27,947.00	0.00	22,053.00	55.89
TOTAL EXPENDITURES		50,000.00	27,947.00	0.00	22,053.00	55.89
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES						
		100.00	22,098.65	0.00	(21,998.65)	22,098.6

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 02/28/2017

Page: 5/18

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES		397,600.00	377,113.32	228.00	20,486.68	94.85
INT	INTEREST AND RENTS	250.00	281.30	0.00	(31.30)	112.52
TOTAL REVENUES		397,850.00	377,394.62	228.00	20,455.38	94.86
Expenditures						
450	CAPITAL OUTLAY	75,000.00	140,286.04	4,325.00	(65,286.04)	187.05
463	MAINTENANCE	77,500.00	65,200.52	4,138.51	12,299.48	84.13
483	ADMINISTRATION	39,900.00	6,893.63	974.49	33,006.37	17.28
740	COMMUNITY PROMOTIONS	65,000.00	37,599.05	0.00	27,400.95	57.84
965	TRANSFERS OUT	147,225.00	0.00	0.00	147,225.00	0.00
TOTAL EXPENDITURES		404,625.00	249,979.24	9,438.00	154,645.76	61.78
TOTAL REVENUES		397,850.00	377,394.62	228.00	20,455.38	94.86
TOTAL EXPENDITURES		404,625.00	249,979.24	9,438.00	154,645.76	61.78
NET OF REVENUES & EXPENDITURES		(6,775.00)	127,415.38	(9,210.00)	(134,190.38)	1,880.67

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
INT	INTEREST AND RENTS	2,000.00	260.00	0.00	1,740.00	13.00
LOCAL	LOCAL CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		7,000.00	260.00	0.00	6,740.00	3.71
Expenditures						
443	ARBOR BOARD	5,000.00	8,130.00	0.00	(3,130.00)	162.60
751	PARKS	0.00	1,600.00	0.00	(1,600.00)	100.00
758	DOG PARK	2,000.00	832.66	51.03	1,167.34	41.63
TOTAL EXPENDITURES		7,000.00	10,562.66	51.03	(3,562.66)	150.90
TOTAL REVENUES						
TOTAL REVENUES		7,000.00	260.00	0.00	6,740.00	3.71
TOTAL EXPENDITURES		7,000.00	10,562.66	51.03	(3,562.66)	150.90
NET OF REVENUES & EXPENDITURES		0.00	(10,302.66)	(51.03)	10,302.66	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)						
Revenues						
TRANSIN	TRANSFERS IN	294,446.00	0.00	0.00	294,446.00	0.00
TOTAL REVENUES		294,446.00	0.00	0.00	294,446.00	0.00
Expenditures						
906	DEBT SERVICE	294,446.00	62,222.51	0.00	232,223.49	21.13
TOTAL EXPENDITURES		294,446.00	62,222.51	0.00	232,223.49	21.13
TOTAL REVENUES		294,446.00	0.00	0.00	294,446.00	0.00
TOTAL EXPENDITURES		294,446.00	62,222.51	0.00	232,223.49	21.13
NET OF REVENUES & EXPENDITURES		0.00	(62,222.51)	0.00	62,222.51	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 02/28/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	216.00	1,300.04	307.94	(1,084.04)	601.87
INT	INTEREST AND RENTS	39,050.00	26,958.84	6,562.00	12,091.16	69.04
OTHER	OTHER REVENUE	1,000.00	1,989.00	0.00	(989.00)	198.90
TOTAL REVENUES		40,266.00	30,247.88	6,869.94	10,018.12	75.12
Expenditures						
000		44,000.00	30,334.54	2,001.99	13,665.46	68.94
TOTAL EXPENDITURES		44,000.00	30,334.54	2,001.99	13,665.46	68.94
TOTAL REVENUES						
TOTAL EXPENDITURES		40,266.00	30,247.88	6,869.94	10,018.12	75.12
NET OF REVENUES & EXPENDITURES		44,000.00	30,334.54	2,001.99	13,665.46	68.94
		(3,734.00)	(86.66)	4,867.95	(3,647.34)	2.32

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 02/28/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,084,000.00	756,002.02	77,280.13	327,997.98	69.74
INT	INTEREST AND RENTS	1,000.00	2,379.30	0.00	(1,379.30)	237.93
OTHER	OTHER REVENUE	0.00	3,453,163.00	0.00	(3,453,163.00)	100.00
TOTAL REVENUES		1,085,000.00	4,211,544.32	77,280.13	(3,126,544.32)	388.16
Expenditures						
550	TREATMENT	526,500.00	1,130,757.96	231,591.51	(604,257.96)	214.77
551	COLLECTION	381,600.00	101,398.47	14,931.62	280,201.53	26.57
552	CUSTOMER ACCOUNTS	84,950.00	52,570.61	23,617.53	32,379.39	61.88
553	ADMINISTRATION	362,300.00	5,580.00	2,012.50	356,720.00	1.54
TOTAL EXPENDITURES		1,355,350.00	1,290,307.04	272,153.16	65,042.96	95.20
TOTAL REVENUES		1,085,000.00	4,211,544.32	77,280.13	(3,126,544.32)	388.16
TOTAL EXPENDITURES		1,355,350.00	1,290,307.04	272,153.16	65,042.96	95.20
NET OF REVENUES & EXPENDITURES		(270,350.00)	2,921,237.28	(194,873.03)	(3,191,587.28)	1,080.54

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 02/28/2017

Page: 10/18

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,022,000.00	698,127.34	83,692.58	323,872.66	68.31
INT	INTEREST AND RENTS	5,540.00	4,612.41	1,103.18	927.59	83.26
OTHER	OTHER REVENUE	5,000.00	21,542.15	2,179.00	(16,542.15)	430.84
TOTAL REVENUES		1,032,540.00	724,281.90	86,974.76	308,258.10	70.15
Expenditures						
570	TREATMENT	487,900.00	207,071.56	17,629.55	280,828.44	42.44
571	DISTRIBUTION	211,900.00	112,610.69	10,627.23	99,289.31	53.14
572	CUSTOMER ACCOUNTS	90,700.00	55,944.45	27,017.55	34,755.55	61.68
573	ADMINISTRATION	265,924.00	134,213.14	0.00	131,710.86	50.47
TOTAL EXPENDITURES		1,056,424.00	509,839.84	55,274.33	546,584.16	48.26
TOTAL REVENUES		1,032,540.00	724,281.90	86,974.76	308,258.10	70.15
TOTAL EXPENDITURES		1,056,424.00	509,839.84	55,274.33	546,584.16	48.26
NET OF REVENUES & EXPENDITURES		(23,884.00)	214,442.06	31,700.43	(238,326.06)	897.85

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 02/28/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 598 - CABLE TV FUND						
Revenues						
OTHER	OTHER REVENUE	100,000.00	0.00	0.00	100,000.00	0.00
TOTAL REVENUES		100,000.00	0.00	0.00	100,000.00	0.00
Expenditures						
000		100,000.00	0.00	0.00	100,000.00	0.00
TOTAL EXPENDITURES		100,000.00	0.00	0.00	100,000.00	0.00
TOTAL REVENUES		100,000.00	0.00	0.00	100,000.00	0.00
TOTAL EXPENDITURES		100,000.00	0.00	0.00	100,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	7,000.00	7,510.05	1,544.54	(510.05)	107.29
INT	INTEREST AND RENTS	0.00	37.96	0.00	(37.96)	100.00
OTHER	OTHER REVENUE	1,100.00	20,376.84	12,091.00	(19,276.84)	1,852.44
TRANSIN	TRANSFERS IN	35,000.00	0.00	0.00	35,000.00	0.00
TOTAL REVENUES		43,100.00	27,924.85	13,635.54	15,175.15	64.79
Expenditures						
895	FLEET MAINT. & REPLACEMENT	203,299.07	400,744.53	56,713.29	(197,445.46)	197.12
TOTAL EXPENDITURES		203,299.07	400,744.53	56,713.29	(197,445.46)	197.12
TOTAL REVENUES		43,100.00	27,924.85	13,635.54	15,175.15	64.79
TOTAL EXPENDITURES		203,299.07	400,744.53	56,713.29	(197,445.46)	197.12
NET OF REVENUES & EXPENDITURES		(160,199.07)	(372,819.68)	(43,077.75)	212,620.61	232.72

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	5,250.00	2,000.00	(5,250.00)	100.00
INT	INTEREST AND RENTS	0.00	139.21	0.00	(139.21)	100.00
TOTAL REVENUES		0.00	5,389.21	2,000.00	(5,389.21)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	5,389.21	2,000.00	(5,389.21)	100.00
NET OF REVENUES & EXPENDITURES		0.00	5,389.21	2,000.00	(5,389.21)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 02/28/2017

Page: 15/18

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	5,000.00	(582.81)	173.35	5,582.81	(11.66)
TOTAL REVENUES		5,000.00	(582.81)	173.35	5,582.81	(11.66)
Expenditures						
000		5,000.00	2,800.00	0.00	2,200.00	56.00
TOTAL EXPENDITURES		5,000.00	2,800.00	0.00	2,200.00	56.00
TOTAL REVENUES		5,000.00	(582.81)	173.35	5,582.81	11.66
TOTAL EXPENDITURES		5,000.00	2,800.00	0.00	2,200.00	56.00
NET OF REVENUES & EXPENDITURES		0.00	(3,382.81)	173.35	3,382.81	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	25,000.00	(2,628.28)	324.24	27,628.28	(10.51)
TOTAL REVENUES		25,000.00	(2,628.28)	324.24	27,628.28	(10.51)
Expenditures						
000		25,000.00	2,710.00	0.00	22,290.00	10.84
TOTAL EXPENDITURES		25,000.00	2,710.00	0.00	22,290.00	10.84
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES		0.00	(5,338.28)	324.24	5,338.28	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	11.96	0.00	(11.96)	100.00
TOTAL REVENUES		0.00	11.96	0.00	(11.96)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	11.96	0.00	(11.96)	100.00
NET OF REVENUES & EXPENDITURES		0.00	11.96	0.00	(11.96)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 02/28/2017

Page: 18/18

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES		0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	41.64	0.00	(41.64)	100.00
NET OF REVENUES & EXPENDITURES		0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		6,576,482.24	7,734,941.27	415,383.56	(1,158,459.03)	117.62
NET OF REVENUES & EXPENDITURES		7,444,266.07	4,449,027.85	591,993.33	2,995,238.22	59.76
		(867,783.83)	3,285,913.42	(176,609.77)	(4,153,697.25)	378.66