



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

CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, NOVEMBER 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 November 6, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$146,508.51

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

- a. Continued Discussion Regarding Medical Marihuana

5. NEW BUSINESS

- a. Showboat Committee Council Request
- b. Munetrix Software Proposal
- c. Water Asset Management Plan

6. MONTHLY REPORTS

7. BOARD/COMMISSION REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

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



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www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council
FROM: Michael Burns, City Manager
RE: Council Agenda for Monday, November 20, 2017

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4. OLD BUSINESS

- a. Public Hearing - Continued Discussion Regarding Medical Marijuana

5. NEW BUSINESS

- a. Showboat Committee Council Request. Memo is provided by DPW Director Rich LaBombard.

Recommendation: LaBombard is supportive of the recommendations being made by the Showboat Committee. He would recommend that the City Council accept the recommendations outlined as it pertains to the showboat.

- b. Munetrix Software Proposal. Memo is provided by City Manager Mike Burns.

Recommended Motion: That the City enter into an agreement with Munetrix LLC, for their financial forecasting software at a cost not to exceed \$4,661.30.

- c. Water Asset Management Plan. Memo is provided by City Manager Mike Burns.

Recommended Motion: That the Lowell City Council accept Prein & Newhof's proposal to prepare the City's Water Asset Management Plan for a fee not to exceed \$9,670.00 and

further request City Council to authorize the City Manager to execute any contracts or agreements that may be required for this service.

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

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

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

The Meeting was called to order at 7:01 p.m. by Mayor Mike DeVore and City Clerk Susan Ullery called roll.

Present: Councilmembers Greg Canfield, Marty Chambers, Jim Hodges, Jeff Phillips, and Mayor DeVore.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, Lowell Light and Power General Manager Steve Donkersloot, and Police Chief Steve Bukala.

2. APPROVAL OF THE CONSENT AGENDA.

- Approval of the Agenda.
- Approve and place on file the regular minutes of the October 16, 2017 City Council meeting.
- Approve and place on file the closed minutes of the October 16, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$276,377.36.

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

YES: Councilmember Canfield, Mayor DeVore, Councilmember Hodges, Councilmember Phillips, and Councilmember Chambers.

NO: None. ABSENT: None. MOTION CARRIED.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Representative Tom Albert of the 86th District gave an update as to what is going on in Lansing. Albert mentioned the Auto No Fault vote that failed. He also advised the Veteran's Compensation Bill recently passed. This requires the state of Michigan to consider an individual's military experience when deciding upon the appropriate compensation. A Student Debt Bill also passed through the Education Committee which would require universities to disclose a student's debt on a yearly basis and how much their monthly payments would be after graduation. Albert went on to state the upcoming year will include work on the Pension and Retiree Health Care Reform.

Dr. James Reagan of 753 Grindle spoke in reference to Medical Marihuana. He reminded everyone of the public hearing that will be held at 5:30 p.m. on November 20, 2017.

Connor Baker from Buzz Solutions thanked the City Council for approaching the topic of Medical Marihuana with open minds. Baker stated that he was "blown away" by the amount of personal time the Council has put into learning about this topic and he looks forward to the public hearing later this month. Baker also thanked Councilmember Jim Hodges for his service and wished him well in his future endeavors.

4. **OLD BUSINESS.**

There was no old business.

5. **NEW BUSINESS.**

a. **MERS LL&P Retiree COLA for 2018.**

Lowell Light and Power General Manager Steve Donkersloot stated the Lowell Light and Power Board approved a 2.50% Cost of Living adjustment for retirees at the October board meeting, pending City Council approval.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve the 2.50% cost of living adjustment for Lowell Light and Power retirees at a cost of \$78,129.00.

YES: Mayor DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember Chambers, and Councilmember Canfield.

NO: None. ABSENT: None. MOTION CARRIED.

b. **Asset Management Data Collection Agreement.**

City Manager Mike Burns stated he has been involved in the Asset Management Pilot project being conducted in both West Michigan and Southeastern Michigan. During this project, we are working on developing a statewide asset management plan to address infrastructure needs for all communities in Michigan. An agreement with REGIS to provide our data to the State of Michigan was provided solely for the purpose of the asset management pilot project.

As part of this pilot, the City along with the Village of Sparta have been asked to provide data that we have through REGIS. This is no cost to the City to participate as the City currently pays dues as members of the Grand Valley Metropolitan Council and REGIS.

IT WAS MOVED BY PHILLIPS and seconded by HODGES to approve the Asset Management Data Collection agreement as presented and direct the City Manager to sign the necessary documents.

YES: Councilmember Hodges, Councilmember Phillips, Councilmember Chambers, Councilmember Canfield, and Mayor DeVore.

NO: None. ABSENT: None. MOTION CARRIED.

6. **BOARDS AND COMISSION REPORTS.**

Councilmember Phillips stated the next Historic District Commission received their grant. He also provided an update on projects that are taking place in the downtown area. Phillips advised the next Historic District Commission meeting will be on November 28, 2017.

Councilmember Hodges had no meetings, but stated he had the privilege and honor to attend a ceremony at the Veen Observatory. Hodges noted the observatory received grants from both the LCTV Endowment Board and the Look Committee.

Mayor DeVore advised the DDA has been cancelled.

7. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Tomorrow is Election Day and he wished good luck to the councilmembers running.
- Reminded those elected, there will be a special council meeting on Monday at 6:00 p.m. per the Charter requirement. Also, there will be a short training seminar on the new iPads.
- Committee of the Whole meeting on November 20th at 5:30 p.m. for a public hearing on Medical Marihuana. If the discussion continues after 7:00 p.m., it will be placed as an agenda item.
- Councilmembers were given a memo in reference to researching the purchase of a Street Sweeper.
- Past couple weeks, been meeting with Rich LaBombard and Dave Austin on the Downtown Master Plan. Will probably have a public meeting in January to listen to the public for their ideas or concerns for downtown.
- Infrastructure revenue needs.
- Main Street crosswalk.
- 4-way stop at Amity and Elm removed and have had no issues.
- Pop machine in lobby and the proceeds will be donated to the LPD's winter coat program.
- Thanked Councilmember Hodges.

8. **APPOINTMENTS.**

By general consensus, the following appointments were made:

- City Manager Mike Burns to Building Authority.
- Councilmember Phillips to Downtown Historical Commission.
- Councilmember Chambers to Light and Power and Planning Commission.
- Mayor DeVore to Arbor Board.
- Mayor DeVore to Fire Authority.
- Dennis Kent to LCTV Endowment, which ends at the end of the year.

9. **COUNCIL COMMENTS.**

Councilmember Canfield suggested the City review the service contracts every five years. He also thanked Councilmember Hodges for his service to the City over the last 23 years and wished him well on his retirement.

Councilmember Chambers wished Councilmember Hodges well in his retirement. Chambers also thanked Councilmember Hodges for the Coffee with Council book.

Councilmember Phillips thanked city departments and staff for all their hard work and dedication. Councilmember Phillips also thanked Councilmember Hodges for all his help. He is proud to call him a friend and thanked him for the 23 years of service to the community.

Mayor DeVore stated he didn't want Councilmember Hodges to leave and appreciates all that he has brought to the table. There have been tough times, but Hodges helped the City get through it. DeVore then presented Hodges with a couple of gifts as a token of the City's appreciation of his services.

Councilmember Hodges stated there is nothing better than public service. He thanked his wife Chris, who has been a good sounding board and very supportive through the years of his service. He thanked the three City Managers he was able to work with and thanked the two City Clerks Betty Morlock and Sue Ullery. Hodges also mentioned all the Councilmembers he had the pleasure of serving with throughout the years. He believed the City was in good hands.

10. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by CANFIELD to adjourn at 7:37 p.m.

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

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

11/17/2017 12:44 PM
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DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/06/2017 - 11/17/2017
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
01513	ADDORIO TECHNOLOGIES, LLC		
	7204	ACCOUNT STATEMENT	320.00
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC			320.00
00050	BERNARDS ACE HARDWARE		
	OCTOBER	ACCOUNT STATEMENT	506.90
TOTAL FOR: BERNARDS ACE HARDWARE			506.90
10686	BETTEN BAKER		
	OCT 2017	ACCOUNT STATEMENT	269.66
TOTAL FOR: BETTEN BAKER			269.66
00053	BIERI AUTO BODY INC.		
	11/10/2017	POLICE 2010 IMPALA DAMAGE	2,688.69
TOTAL FOR: BIERI AUTO BODY INC.			2,688.69
10483	BOURGETTE, BOB		
	11/9/17	AIRPORT MOWER R & M	1,001.67
TOTAL FOR: BOURGETTE, BOB			1,001.67
10431	BROWN, DUSTIN		
	113-5907472-11962	POLICE EQUIPMENT REIMBURSEMENT	129.89
TOTAL FOR: BROWN, DUSTIN			129.89
01916	BS&A SOFTWARE		
	114915	ANNUAL FEES BS&A MODULES	4,332.00
TOTAL FOR: BS&A SOFTWARE			4,332.00
10698	CHAMBERS JR, MARTIN LEE		
	11/13/2017	HDC GRANT FOR PAINTING	837.00
TOTAL FOR: CHAMBERS JR, MARTIN LEE			837.00
10493	COMCAST CABLE		
	11/18-12/17	ACCOUNT STATEMENT	149.85
TOTAL FOR: COMCAST CABLE			149.85
10509	CONSUMERS ENERGY		
	OCT 2017	ACCOUNT STATEMENT	21.87
TOTAL FOR: CONSUMERS ENERGY			21.87
01156	CURTIS CLEANERS		
	OCT 2017	POLICE UNIFORM CLEANING	289.50
TOTAL FOR: CURTIS CLEANERS			289.50

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Vendor Code	Vendor Name	Invoice	Description	Amount
00148	DICKINSON WRIGHT PLLC			
	1206656		PROFESSIONAL SERVICES	610.50
	1206657		PROFESSIONAL SERVICES	394.75
	1206658		PROFESSIONAL SERVICES	240.50
	1206659		PROFESSIONAL SERVICES	240.50
	1206660		PROFESSIONAL SERVICES	370.00
	1206661		PROFESSIONAL SERVICES	185.00
	1206662		PROFESSIONAL SERVICES	55.50
	1206663		PROFESSIONAL SERVICES	240.50
	1206664		PROFESSIONAL SERVICES	2,632.50
	1206665		PROFESSIONAL SERVICES	185.00
	1206683		PROFESSIONAL SERVICES	160.00
TOTAL FOR: DICKINSON WRIGHT PLLC				5,314.75
10713	ENGINEERED PROTECTION SYSTEMS INC	J367217	SECURITY SERVICES OCT-DEC 2017	171.78
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC				171.78
10670	FAHEY SCHULTZ BURZYCH RHODES PLC	39148	PROFESSIONAL SERVICES	340.00
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC				340.00
10673	FERGUSON WATERWORKS	0033953	WATER DEPT R & M	2,797.25
TOTAL FOR: FERGUSON WATERWORKS				2,797.25
02218	FLEX ADMINISTRATORS, INC.	991627	OCTOBER 2017 ADMIN FEE	50.00
TOTAL FOR: FLEX ADMINISTRATORS, INC.				50.00
10413	GR CENTRAL IRON & STEEL INC	11/1/2017	ACCOUNT STATEMENT	138.00
TOTAL FOR: GR CENTRAL IRON & STEEL INC				138.00
00225	GRAND RAPIDS COMMUNITY COLLEGE	11/1 - 11/15/2017	TAX DISBURSEMENT	348.35
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE				348.35
10518	GROUNDHAWG EXCAVATING & LANDSCAPING	473	SEWER LATERAL - BACKWATER CAFE	9,750.00
TOTAL FOR: GROUNDHAWG EXCAVATING & LANDSCAPING				9,750.00
01508	GTW	140846	ACCOUNT STATEMENT	31.24
TOTAL FOR: GTW				31.24
10406	HOMETOWN DECORATION AND DISPLAY LLC	1489	DOWNTOWN CHRISTMAS DECORATIONS	4,736.00
TOTAL FOR: HOMETOWN DECORATION AND DISPLAY LLC				4,736.00

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
00248	HOOPER PRINTING		
	52938	BUSINESS CARDS - DEJONG & D RASHID	72.00
	53065	4 LOOK BEFORE CROSSING SIGNS	72.00
TOTAL FOR: HOOPER PRINTING			144.00
02463	HYDROCORN		
	0044877-IN	CROSS CONNECTION OCTOBER 2017	937.00
TOTAL FOR: HYDROCORN			937.00
00286	KENT COUNTY CLERKS ASSOC.		
	NOV 30, 2017	HOLIDAY CELEBRATION - ULLERY/MUNDT/MORLOCK	75.00
TOTAL FOR: KENT COUNTY CLERKS ASSOC.			75.00
00300	KENT COUNTY TREASURER		
	11/1 - 11/15/2017 TAX DISBURSEMENT		2,013.30
TOTAL FOR: KENT COUNTY TREASURER			2,013.30
00302	KENT INTERMEDIATE SCHOOL DIST.		
	11/1 - 11/15/2017 TAX DISBURSEMENT		1,110.30
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.			1,110.30
02209	KERKSTRA PORTABLE, INC.		
	115116	PORTABEL RESTROOM - CEMETERY	75.00
TOTAL FOR: KERKSTRA PORTABLE, INC.			75.00
00805	LEE'S TRENCHING SERVICE, INC.		
	106445	906 & 920 HIGH R & M	5,558.60
TOTAL FOR: LEE'S TRENCHING SERVICE, INC.			5,558.60
10306	LELAND CONOR PROPERTIES, LLC		
	11/15/2017	HDC GRANT - PAINTING 219 W MAIN	1,325.00
TOTAL FOR: LELAND CONOR PROPERTIES, LLC			1,325.00
01374	LOWELL AREA HISTORICAL MUSEUM		
	11/1 - 11/15/2017 TAX DISBURSEMENT		47.44
TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM			47.44
00562	LOWELL AREA SCHOOLS		
	11/1 - 11/15/2017 TAX DISBURSEMENT		3,093.97
TOTAL FOR: LOWELL AREA SCHOOLS			3,093.97
00341	LOWELL LIGHT & POWER		
	3047	STREET LIGHT MAINT	70.96
	WC 2016-2017	WC AUDIT REFUND	1,012.42
TOTAL FOR: LOWELL LIGHT & POWER			1,083.38
10716	M & M PAVEMENT MARKING		
	3114	PAVING- GEE/FOREMAN/BOWES	2,287.15
TOTAL FOR: M & M PAVEMENT MARKING			2,287.15

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
00390	METTLER TOLEDO, INC.		
	645556621	WTP R & M AND CALIBRATE	359.99
TOTAL FOR: METTLER TOLEDO, INC.			359.99
10083	MICHIGAN CAT		
	SD0850021	CITY HALL GENERATOR LOAD TEST	600.00
TOTAL FOR: MICHIGAN CAT			600.00
10665	MISS P'S CATERING		
	11/13/2017	DESSERTS FOR JIM HODGES RECEPTION	165.00
TOTAL FOR: MISS P'S CATERING			165.00
00424	MML WORKERS' COMP FUND		
	9117204	MML WC POLICY 2017-2018 #3	6,675.00
TOTAL FOR: MML WORKERS' COMP FUND			6,675.00
01794	MUNDT, THERESA		
	11/6/2017	ELECTION SUPPLIES REIMBURSEMENT	47.88
TOTAL FOR: MUNDT, THERESA			47.88
01499	NAPA AUTO PARTS		
	OCT 2017	ACCOUNT STATEMENT	977.76
TOTAL FOR: NAPA AUTO PARTS			977.76
02156	NORTHERN A-1 KALKASKA		
	36622/37836/37843	SAW GRANT WORK	16,596.24
TOTAL FOR: NORTHERN A-1 KALKASKA			16,596.24
10714	O'CONNOR'S QUALITY SHOES		
	1272 & 1273	SAFETY BOOTS - BAKER/FOSBURG	359.98
TOTAL FOR: O'CONNOR'S QUALITY SHOES			359.98
10346	PEACHTREE DATA		
	P148334	CASS CERTIFICATION - W/S BILL	75.00
TOTAL FOR: PEACHTREE DATA			75.00
00499	PETTY CASH		
	11/13/2017	PETTY CASH 11/13/2017	81.77
TOTAL FOR: PETTY CASH			81.77
00512	PREIN & NEWHOF, INC.		
	41655	PROF SERVCIES - S BROADWAY INFRASTRUCTURE	6,331.85
	42087	PROF SERVICES - S BROADWAY	1,008.55
	42094	PROFESSIONAL SERVICES	394.00
	42097	PROFESSIONAL SERVICES - SAW GRANT	10,208.62
TOTAL FOR: PREIN & NEWHOF, INC.			17,943.02

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Vendor Code	Vendor Name	Invoice	Description	Amount
02331	PROGRESSIVE HEATING COOLING, CORP.			
	2014359		QTRLY MAINT - DPW	112.00
	2014360		QTRLY MAINT - MUSEUM	180.00
	2014361		QTRLY MAINT - CITY HALL	417.00
	2014364		SERVICE CALL - CITY HALL	115.00
	2014365		QTRLY MAINT - LIBRARY	508.50
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.				1,332.50
10378	RUESINK, KATHIE			
	000664/000665		CLEANING SERVICES	810.00
TOTAL FOR: RUESINK, KATHIE				810.00
02575	SELF SERVE LUMBER			
	OCTOBER 2017		ACCOUNT STATEMENT	317.74
TOTAL FOR: SELF SERVE LUMBER				317.74
01627	STATE INSTALLATION & SERVICE			
	18517		NEW OIL DISPENSE METER VALVE	440.00
TOTAL FOR: STATE INSTALLATION & SERVICE				440.00
02296	STATE OF MICHIGAN			
	761-10082055		MDEQ DRINKING WATER ANNUAL FEE	1,291.55
TOTAL FOR: STATE OF MICHIGAN				1,291.55
10341	STATE OF MICHIGAN			
	551-499148		OCTOBER LIVE SCAN	294.00
TOTAL FOR: STATE OF MICHIGAN				294.00
02032	STEALTH PEST MANAGEMENT LLC			
	OCTOBER 2017		PEST CONTROL	170.00
TOTAL FOR: STEALTH PEST MANAGEMENT LLC				170.00
10583	SUEZ WATER ENVIRONMENTAL SVC INC			
	201732173		WWTP SERVICES NOVEMBER 2017	36,852.48
TOTAL FOR: SUEZ WATER ENVIRONMENTAL SVC INC				36,852.48
02473	SUPERIOR ASPHALT, INC.			
	53901		ASPHALT SUPPLIES	1,572.50
TOTAL FOR: SUPERIOR ASPHALT, INC.				1,572.50
10514	SUPPLYGEEKS			
	533465-0		OFFICE SUPPLIES	368.91
TOTAL FOR: SUPPLYGEEKS				368.91
02157	THE VERDIN COMPANY			
	180635		DDA CLOCK CONTRACT 2018	667.80
TOTAL FOR: THE VERDIN COMPANY				667.80
00633	TIP TOP GRAVEL CO.			
	044431		ACCOUNT STATEMENT	995.49
TOTAL FOR: TIP TOP GRAVEL CO.				995.49

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Vendor Code	Vendor Name	Invoice	Description	Amount
10543	TRACTOR SUPPLY	CREDIT PLAN		
		OCT 2017	ACCOUNT STATEMENT	72.05
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN				72.05
10069	TRUGREEN			
		11/3/2017	LAWN SERVICE WTP	108.15
TOTAL FOR: TRUGREEN				108.15
10484	VERGENNES BROADBAND			
		3521-20171116-1	AIRPORT INTERNET	49.99
TOTAL FOR: VERGENNES BROADBAND				49.99
02277	VERIZON WIRELESS			
		9795378135	ACCOUNT STATEMENT	40.01
TOTAL FOR: VERIZON WIRELESS				40.01
10389	VREDEVELD HAEFNER LLC			
		3938	CITY AUDIT & ACT 51	2,200.00
TOTAL FOR: VREDEVELD HAEFNER LLC				2,200.00
10715	WEST MI LOCAL GOVT MGMT ASSOC			
		9/5/2017	WMME MEMBERSHIP 2017-2018 - MICHAEL BURNS	125.00
TOTAL FOR: WEST MI LOCAL GOVT MGMT ASSOC				125.00
00692	WILLIAMS & WORKS INC.			
		83601	ENGINEERING SERVICES	2,600.00
TOTAL FOR: WILLIAMS & WORKS INC.				2,600.00
02205	WINZER CORPORATION			
		5981660	EQUIP FUND R & M	279.16
TOTAL FOR: WINZER CORPORATION				279.16
01295	X-CEL CHEMICAL SPECIALTIES CO.			
		67150	5 GAL WASH/WASH	65.00
TOTAL FOR: X-CEL CHEMICAL SPECIALTIES CO.				65.00
TOTAL - ALL VENDORS				146,508.51

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-084.015	DUE FROM FIRE AUTHORITY	NAPA AUTO PARTS	ACCOUNT STATEMENT	14.34	70437
101-000-085.000	DUE FROM LIGHT & POWER	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	44.63	70410
101-000-085.000	DUE FROM LIGHT & POWER	LOWELL LIGHT & POWER	WC AUDIT REFUND	1,012.42	70430
101-000-264.003	WORKERS COMP INSURANCE PA	MML WORKERS' COMP FUND	MML WC POLICY 2017-2018 #	6,675.00	70435
Total For Dept 000				7,746.39	
Dept 101 COUNCIL					
101-101-880.000	COMMUNITY PROMOTION	MISS P'S CATERING	DESSERTS FOR JIM HODGES R	165.00	70434
Total For Dept 101 COUNCI				165.00	
Dept 172 MANAGER					
101-172-955.000	MISCELLANEOUS EXPENSE	WEST MI LOCAL GOVT MGMT A	WMME MEMBERSHIP 2017-2018	125.00	70459
Total For Dept 172 MANAGE				125.00	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	PETTY CASH	PETTY CASH 11/13/2017	44.27	70398
101-191-740.000	OPERATING SUPPLIES	MUNDT, THERESA	ELECTION SUPPLIES REIMBUR	47.88	70436
101-191-860.000	TRAVEL EXPENSES	PETTY CASH	PETTY CASH 11/13/2017	20.00	70398
Total For Dept 191 ELECTI				112.15	
Dept 209 ASSESSOR					
101-209-740.000	OPERATING SUPPLIES	HOOPER PRINTING	BUSINESS CARDS - DEJONG &	36.00	70421
Total For Dept 209 ASSESS				36.00	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	185.00	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	2,632.50	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	240.50	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	55.50	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	185.00	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	370.00	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	240.50	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	610.50	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	160.00	70410
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	350.12	70410
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	PROFESSIONAL SERVICES	340.00	70413
Total For Dept 210 ATTORN				5,369.62	
Dept 215 CLERK					
101-215-955.000	MISCELLANEOUS EXPENSE	KENT COUNTY CLERKS ASSOC.	HOLIDAY CELEBRATION - ULL	75.00	70397
Total For Dept 215 CLERK				75.00	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	OCTOBER 2017 ADMIN FEE	50.00	70415
101-253-801.000	PROFESSIONAL SERVICES	VREDEVELD HAEFNER LLC	CITY AUDIT & ACT 51	1,700.00	70458
101-253-955.000	MISCELLANEOUS EXPENSE	PETTY CASH	PETTY CASH 11/13/2017	10.00	70398
Total For Dept 253 TREASU				1,760.00	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	166.84	70451
101-265-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	10.09	70400
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	540.00	70443
101-265-802.000	CONTRACTUAL	MICHIGAN CAT	CITY HALL GENERATOR LOAD	600.00	70433
101-265-802.000	CONTRACTUAL	PROGRESSIVE HEATING COOLI	QTRLY MAINT - CITY HALL	417.00	70442
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	149.85	70407
101-265-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	7.58	70400
101-265-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	SERVICE CALL - CITY HALL	115.00	70442
Total For Dept 265 CITY H				2,006.36	
Dept 276 CEMETERY					
101-276-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	73.48	70451
101-276-727.000	OFFICE SUPPLIES	HOOPER PRINTING	BUSINESS CARDS - DEJONG &	36.00	70421

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Fund 101 GENERAL FUND					
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	ACCOUNT STATEMENT	255.22	70453
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABEL RESTROOM - CEMET	75.00	70425
101-276-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	43.29	70400
101-276-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	2.15	70444
Total For Dept 276 CEMETE				485.14	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	OCTOBER LIVE SCAN	294.00	70447
101-301-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	7.50	70451
101-301-744.000	UNIFORMS	CURTIS CLEANERS	POLICE UNIFORM CLEANING	289.50	70409
101-301-930.000	R & M EQUIPMENT	BROWN, DUSTIN	POLICE EUIPMENT REIMBURSE	129.89	70404
101-301-931.000	R & M POLICE CARS	BETTEN BAKER	ACCOUNT STATEMENT	65.35	70401
101-301-931.000	R & M POLICE CARS	BIERI AUTO BODY INC.	POLICE 2010 IMPALA DAMAGE	2,688.69	70402
Total For Dept 301 POLICE				3,474.93	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	1,788.00	70460
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	72.00	70460
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	390.00	70460
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	350.00	70460
Total For Dept 400 PLANNI				2,600.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	18.31	70400
101-441-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	1.12	70451
101-441-802.000	CONTRACTUAL	PROGRESSIVE HEATING COOLI	QTRLY MAINT - DPW	112.00	70442
101-441-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	50.00	70448
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	STREET LIGHT MAINT	70.96	70430
101-441-975.000	BUILDING IMPROVEMENTS	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	127.55	70400
101-441-975.000	BUILDING IMPROVEMENTS	SELF SERVE LUMBER	ACCOUNT STATEMENT	137.09	70444
Total For Dept 441 DEPART				517.03	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	124.22	70400
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	9.99	70454
101-751-744.000	UNIFORMS	O'CONNOR'S QUALITY SHOES	SAFETY BOOTS - BAKER/FOSB	169.99	70439
Total For Dept 751 PARKS				304.20	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	PETTY CASH	PETTY CASH 11/13/2017	7.50	70398
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	270.00	70443
101-790-802.000	CONTRACTUAL	PROGRESSIVE HEATING COOLI	QTRLY MAINT - LIBRARY	508.50	70442
101-790-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	70448
101-790-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	20.98	70400
101-790-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	67.72	70444
Total For Dept 790 LIBRAR				914.70	
Dept 804 MUSEUM					
101-804-802.000	CONTRACTUAL	PROGRESSIVE HEATING COOLI	QTRLY MAINT - MUSEUM	180.00	70442
101-804-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	70448
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	47.44	70428
Total For Dept 804 MUSEUM				267.44	
Total For Fund 101 GENERA				25,958.96	
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	HOOPER PRINTING	4 LOOK BEFORE CROSSING SI	72.00	70421
202-474-802.000	CONTRACTUAL	M & M PAVEMENT MARKING	PAVING- GEE/FOREMAN/BOWES	1,029.22	70431
Total For Dept 474 TRAFFI				1,101.22	
Dept 478 WINTER MAINTENANCE					

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Fund 202 MAJOR STREET FUND					
Dept 478 WINTER MAINTENANCE					
202-478-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	ASPHALT SUPPLIES	786.25	70450
202-478-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	ACCOUNT STATEMENT	370.13	70453
Total For Dept 478 WINTER				1,156.38	
Dept 483 ADMINISTRATION					
202-483-955.000	MISCELLANEOUS EXPENSE	VREDEVELD HAEFNER LLC	CITY AUDIT & ACT 51	250.00	70458
Total For Dept 483 ADMINI				250.00	
Total For Fund 202 MAJOR				2,507.60	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	49.99	70400
203-463-744.000	UNIFORMS	O'CONNOR'S QUALITY SHOES	SAFETY BOOTS - BAKER/FOSB	189.99	70439
Total For Dept 463 MAINTE				239.98	
Dept 478 WINTER MAINTENANCE					
203-478-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	ASPHALT SUPPLIES	786.25	70450
203-478-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	ACCOUNT STATEMENT	370.14	70453
Total For Dept 478 WINTER				1,156.39	
Dept 483 ADMINISTRATION					
203-483-955.000	MISCELLANEOUS EXPENSE	VREDEVELD HAEFNER LLC	CITY AUDIT & ACT 51	250.00	70458
Total For Dept 483 ADMINI				250.00	
Total For Fund 203 LOCAL				1,646.37	
Fund 238 HISTORICAL DISTRICT FUND					
Dept 000					
238-000-880.000	COMMUNITY PROMOTION	CHAMBERS JR, MARTIN LEE	HDC GRANT FOR PAINTING	837.00	70406
238-000-880.000	COMMUNITY PROMOTION	LELAND CONOR PROPERTIES,	HDC GRANT - PAINTING 219	1,325.00	70427
Total For Dept 000				2,162.00	
Total For Fund 238 HISTOR				2,162.00	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-802.000	CONTRACTUAL	THE VERDIN COMPANY	DDA CLOCK CONTRACT 2018	667.80	70452
248-463-930.000	REPAIR & MAINTENANCE	M & M PAVEMENT MARKING	PAVING- GEE/FOREMAN/BOWES	1,257.93	70431
Total For Dept 463 MAINTE				1,925.73	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	HOMETOWN DECORATION AND D	DOWNTOWN CHRISTMAS DECORA	4,736.00	70420
Total For Dept 740 COMMUN				4,736.00	
Total For Fund 248 DOWNTO				6,661.73	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	240.50	70410
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	21.87	70408
581-000-930.000	REPAIR & MAINTENANCE	BOURGETTE, BOB	AIRPORT MOWER R & M	1,001.67	70403
581-000-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	110.78	70444
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT INTERNET	49.99	70456
Total For Dept 000				1,424.81	
Total For Fund 581 AIRPOR				1,424.81	
Fund 590 WASTEWATER FUND					
Dept 550 TREATMENT					
590-550-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	PROFESSIONAL SERVICES - S	10,208.62	70441
590-550-802.000	CONTRACTUAL	SUEZ WATER ENVIRONMENTAL	WWTP SERVICES NOVEMBER 20	36,852.48	70449
Total For Dept 550 TREATM				47,061.10	
Dept 551 COLLECTION					
590-551-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	PROFESSIONAL SERVICES	394.00	70441
590-551-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	PROF SERVCIIES - S BROADWA	6,331.85	70396

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Fund 590 WASTEWATER FUND					
Dept 551 COLLECTION					
590-551-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	PROF SERVICES - S BROADWA	1,008.55	70441
590-551-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	WATER DEPT R & M	1,398.62	70414
590-551-930.000	REPAIR & MAINTENANCE	GROUNDHAWG EXCAVATING & L	SEWER LATERAL - BACKWATER	9,750.00	70418
590-551-930.000	REPAIR & MAINTENANCE	NORTHERN A-1 KALKASKA	SAW GRANT WORK	16,596.24	70438
Total For Dept 551 COLLEC				35,479.26	
Dept 552 CUSTOMER ACCOUNTS					
590-552-740.000	OPERATING SUPPLIES	PEACHTREE DATA	CASS CERTIFICATION - W/S	37.50	70440
590-552-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	11.49	70451
Total For Dept 552 CUSTOM				48.99	
Total For Fund 590 WASTEW				82,589.35	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	91.92	70400
591-570-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	96.98	70451
591-570-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	29.99	70454
591-570-801.000	PROFESSIONAL SERVICES	METTLER TOLEDO, INC.	WTP R & M AND CALIBRATE	359.99	70432
591-570-802.000	CONTRACTUAL	ENGINEERED PROTECTION SYS	SECURITY SERVICES OCT-DEC	171.78	70412
591-570-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	70448
591-570-802.000	CONTRACTUAL	TRUGREEN	LAWN SERVICE WTP	108.15	70455
591-570-955.000	MISCELLANEOUS EXPENSE	STATE OF MICHIGAN	MDEQ DRINKING WATER ANNUA	1,291.55	70446
Total For Dept 570 TREATM				2,190.36	
Dept 571 DISTRIBUTION					
591-571-800.000	CUSTOMER INSTALLATION EXP	LEE'S TRENCHING SERVICE,	906 & 920 HIGH R & M	5,558.60	70426
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION OCTOBER	937.00	70422
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	40.01	70457
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	9.98	70400
591-571-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	WATER DEPT R & M	1,398.63	70414
591-571-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	19.99	70454
Total For Dept 571 DISTRI				7,964.21	
Dept 572 CUSTOMER ACCOUNTS					
591-572-740.000	OPERATING SUPPLIES	PEACHTREE DATA	CASS CERTIFICATION - W/S	37.50	70440
591-572-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	11.50	70451
Total For Dept 572 CUSTOM				49.00	
Total For Fund 591 WATER				10,203.57	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	BS&A SOFTWARE	ANNUAL FEES BS&A MODULES	4,332.00	70405
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	ACCOUNT STATEMENT	320.00	70399
Total For Dept 000				4,652.00	
Total For Fund 636 DATA P				4,652.00	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	2.99	70400
661-895-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	12.08	70454
661-895-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	5 GAL WASH/WASH	65.00	70462
661-895-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	ACCOUNT STATEMENT	74.30	70437
661-895-930.000	REPAIR & MAINTENANCE	BETTEN BAKER	ACCOUNT STATEMENT	204.31	70401
661-895-930.000	REPAIR & MAINTENANCE	GTW	ACCOUNT STATEMENT	31.24	70419
661-895-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	EQUIP FUND R & M	279.16	70461
661-895-930.000	REPAIR & MAINTENANCE	GR CENTRAL IRON & STEEL I	ACCOUNT STATEMENT	138.00	70416
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	889.12	70437
661-895-930.000	REPAIR & MAINTENANCE	STATE INSTALLATION & SERV	NEW OIL DISPENSE METER VA	440.00	70445
Total For Dept 895 FLEET				2,136.20	

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Fund 661 EQUIPMENT FUND					
Total For Fund 661 EQUIPM				2,136.20	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	838.24	70423
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	3,093.97	70429
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	1,175.06	70423
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	1,110.30	70424
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	348.35	70417
Total For Dept 000				6,565.92	
Total For Fund 703 CURREN				6,565.92	

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Fund Totals:

Fund 101	GENERAL FUND	25,958.96
Fund 202	MAJOR STREET FUN	2,507.60
Fund 203	LOCAL STREET FUN	1,646.37
Fund 238	HISTORICAL DISTR	2,162.00
Fund 248	DOWNTOWN DEVELOP	6,661.73
Fund 581	AIRPORT FUND	1,424.81
Fund 590	WASTEWATER FUND	82,589.35
Fund 591	WATER FUND	10,203.57
Fund 636	DATA PROCESSING	4,652.00
Fund 661	EQUIPMENT FUND	2,136.20
Fund 703	CURRENT TAX COLL	6,565.92

146,508.51



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: November 9, 2017
TO: Mike Burns, City Manager
FROM: Rich LaBombard, DPW Director
RE: Showboat Committee Council Request

The Chamber of Commerce's Showboat Committee has been meeting on a routine basis to discuss the community's vision of the new showboat. The Committee is tasked with researching replacement options, advising the City on the community's needs and wishes, and making recommendations to City Council on key issues pertaining to the replacement of the showboat. To date, the committee has researched replacement options; toured various riverboat operations; discussed the overall look of the boat and discussed the floor plan layouts; and researched general contractors who are qualified to oversee the construction project.

The committee is diligently working to raise funds in support of the project. It is estimated that approximately \$1,700,000 is needed to replace the boat and make improvements to the surrounding area and buildings in support of the showboat and events. The State of Michigan has awarded the City \$1,000,000 toward the project and Rotary, Chamber of Commerce and private fundraising has raised additional funding.

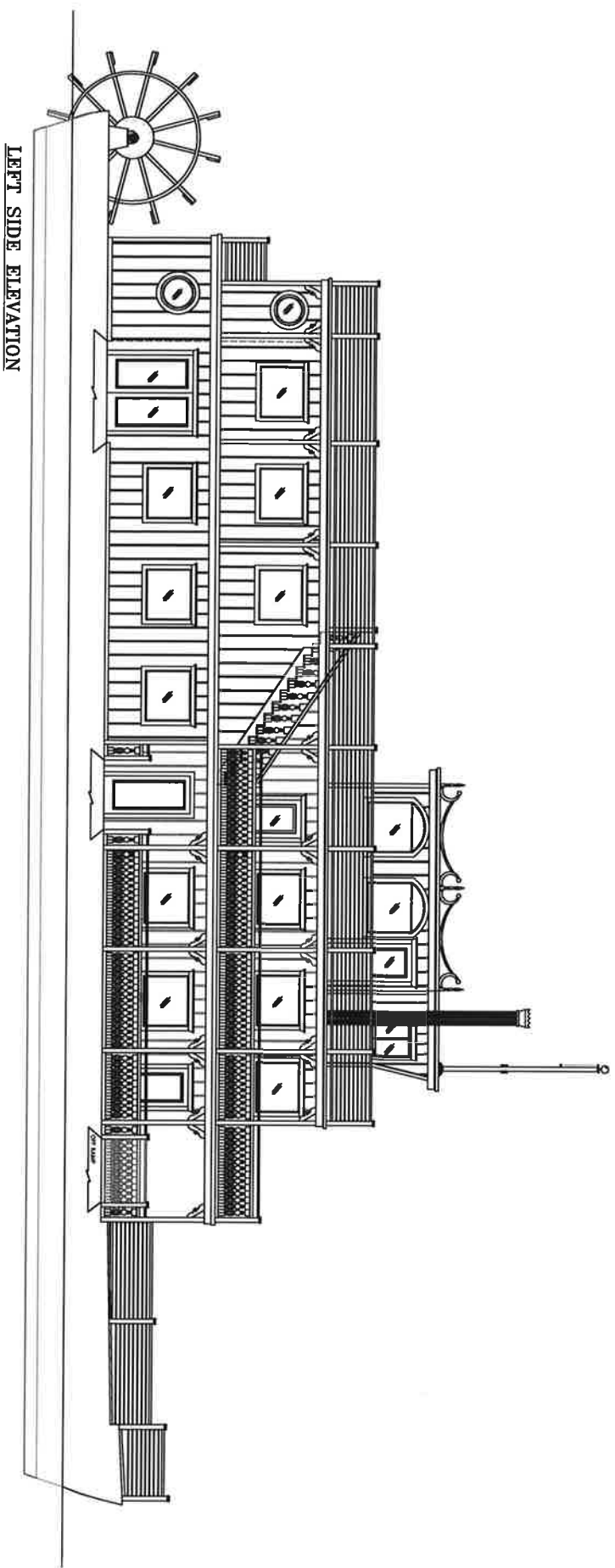
In preparation for the replacement of the vessel, the committee has requested to approach the City Council on several issues for approval in order to continue to move the project forward.

- Showboat naming – Following the removal of the Robert E. Lee nameplate, the committee discussed at length the topic of renaming the showboat. The committee would like to recommend City Council formally name the new vessel "The Lowell Showboat". The community typically uses "The Lowell Showboat" when referencing the current boat.
- Donation of the nameplate – The committee would further like to recommend the City Council donate the "Robert E. Lee" nameplate removed from the existing showboat to the Lowell Area Historical Museum for their Lowell Showboat historic collection. The Executive Director of the museum has confirmed that the museum would accept the nameplate for their collection but may not put it on display immediately.
- Salvage and Fundraising – The committee would like permission from the City Council to salvage elements from the existing showboat for auctioning and fundraising. Elements such as spindles, railing, flooring, etc. potentially have appeal to the members of the community who would like own a piece of the boat. The proceeds would be contributed to the replacement project.

LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

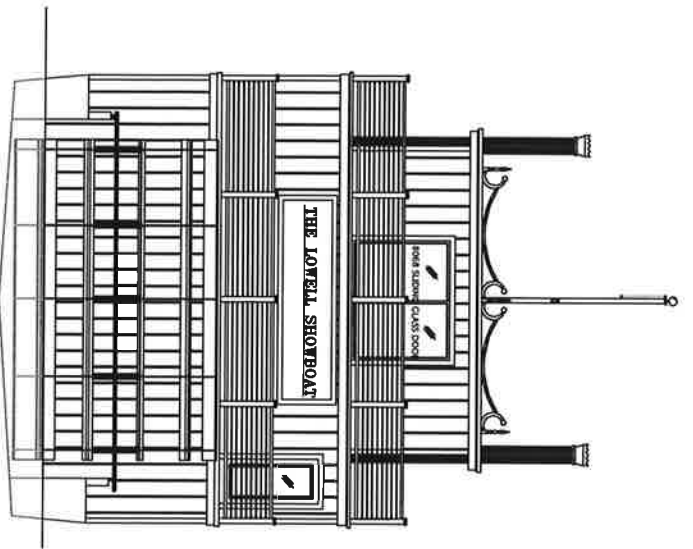
- Repurpose Elements – The committee feels that there is potential to repurpose elements from the old boat into the new vessel. The blending of historical elements from the old to the new is appealing to the committee. Specifically, the committee feels the paddlewheel has the best potential to be incorporated into the new boat. The committee is seeking Council's permission to repurpose materials from the old boat into the new boat.
- Old DPW / Cable Building – As part of their research of other showboat operations, the committee learned that the incorporation of restroom facilities on the new showboat would involve a considerable amount of upkeep and maintenance. For that purpose, the committee is proposing to relocate restroom facilities, storage and other amenities off the vessel to the old DPW / cable head end building. Funds raised by the committee would be used to make improvements to the facility and once completed the space would be used in coordination with the showboat and other community events. Furthermore, in the course of renovations, the Riverwalk Plaza between the showboat and the building may be impacted by construction activities. The committee is seeking Council's permission to utilize areas of the old DPW / cable building and will present a conceptual floor plan at a later date if Council approves to the use of portions of the facility.

I am supportive of the recommendations being made by the Showboat Committee. I would recommend that the City Council accept the recommendations outlined as it pertains to the showboat.

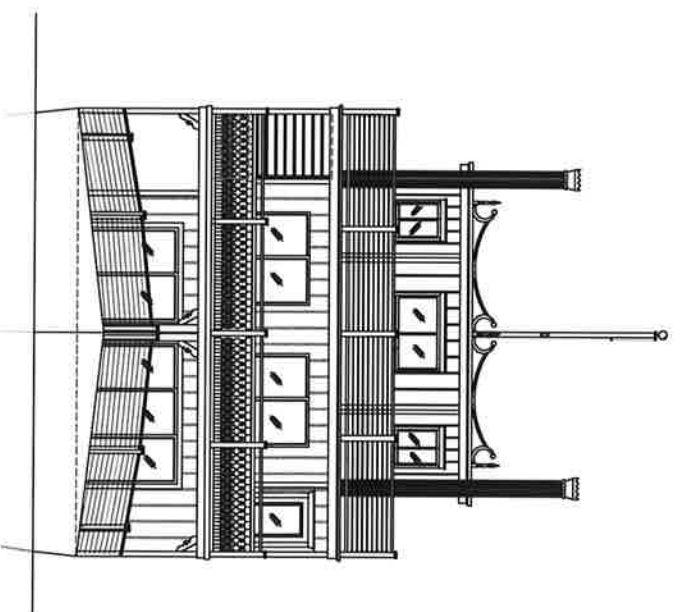


LEFT SIDE ELEVATION

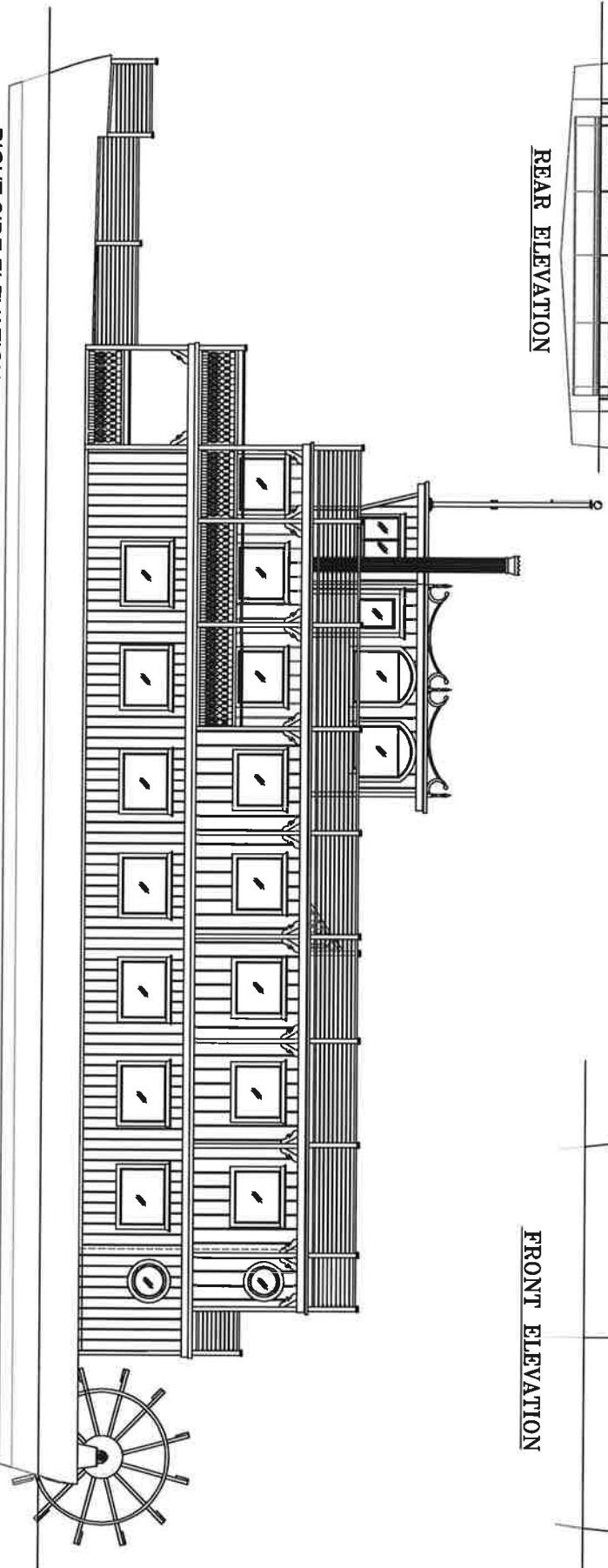
THE LOWELL SHOWBOAT



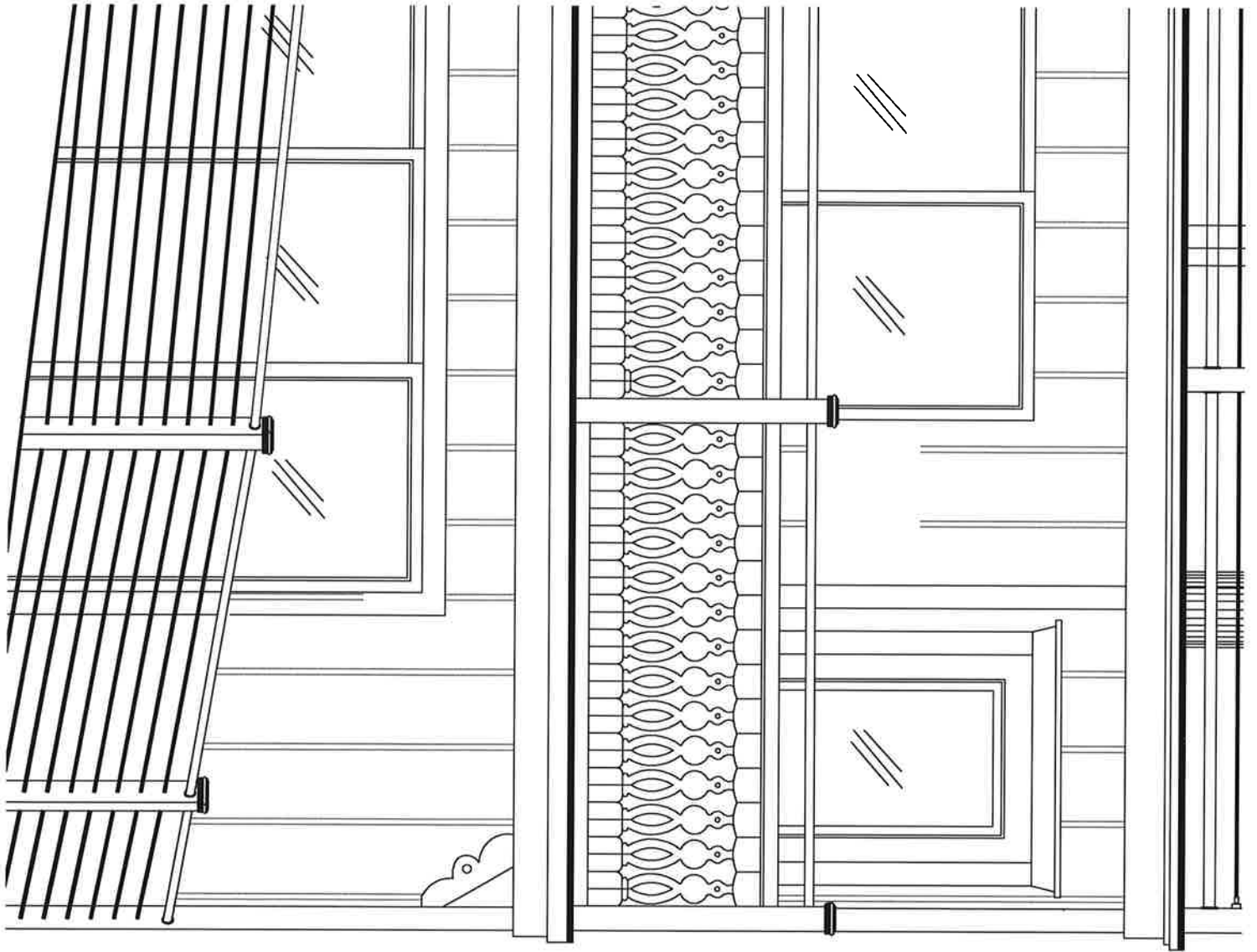
REAR ELEVATION

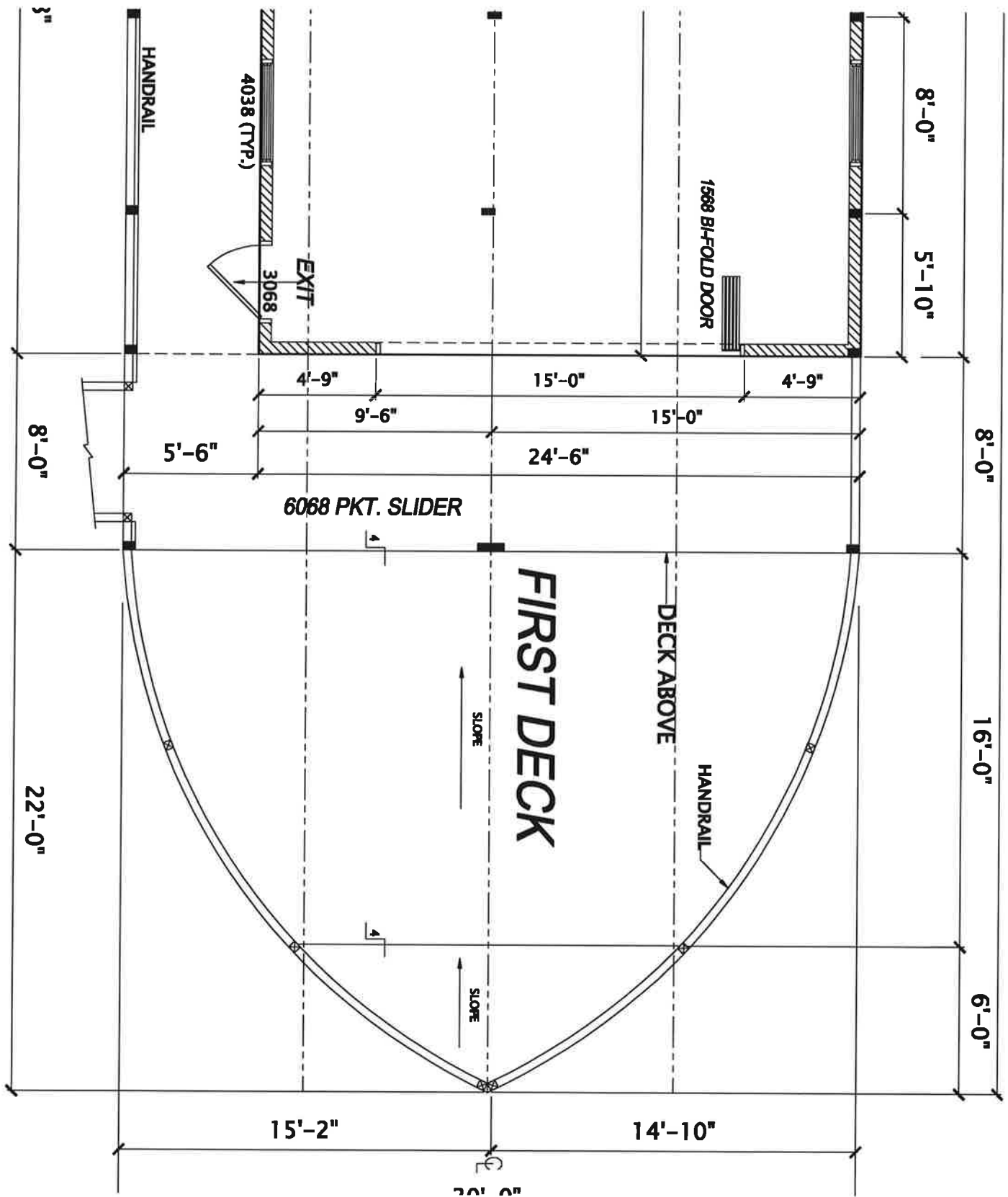


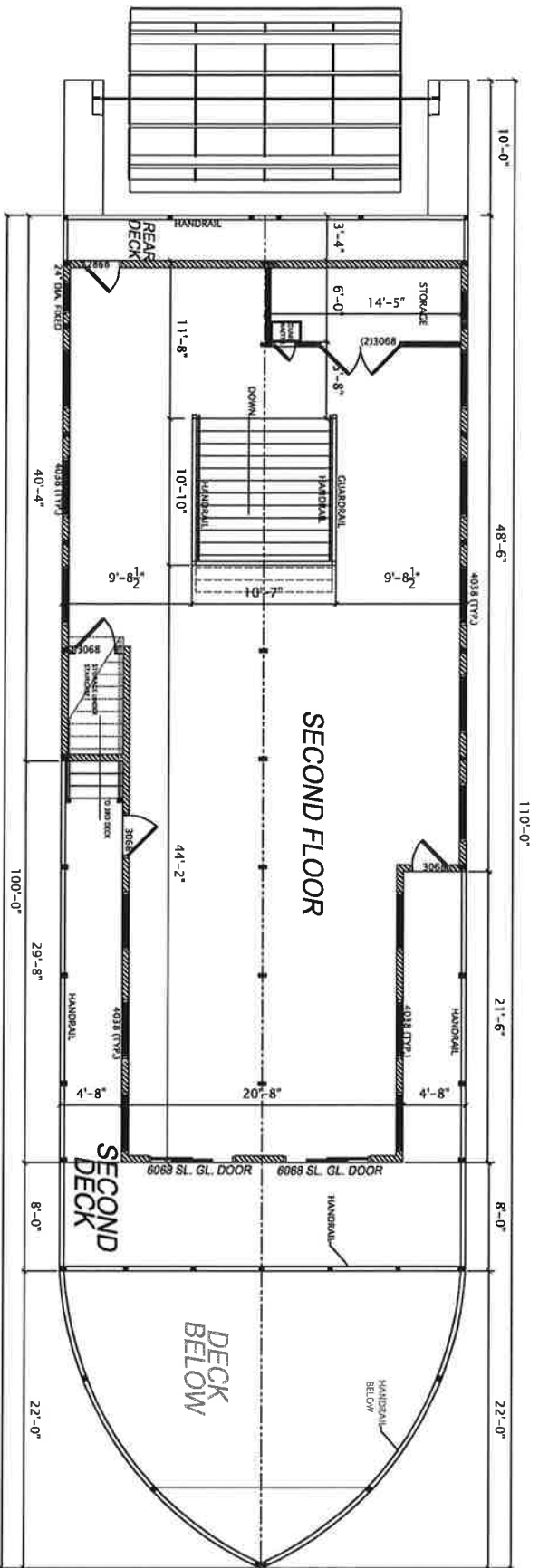
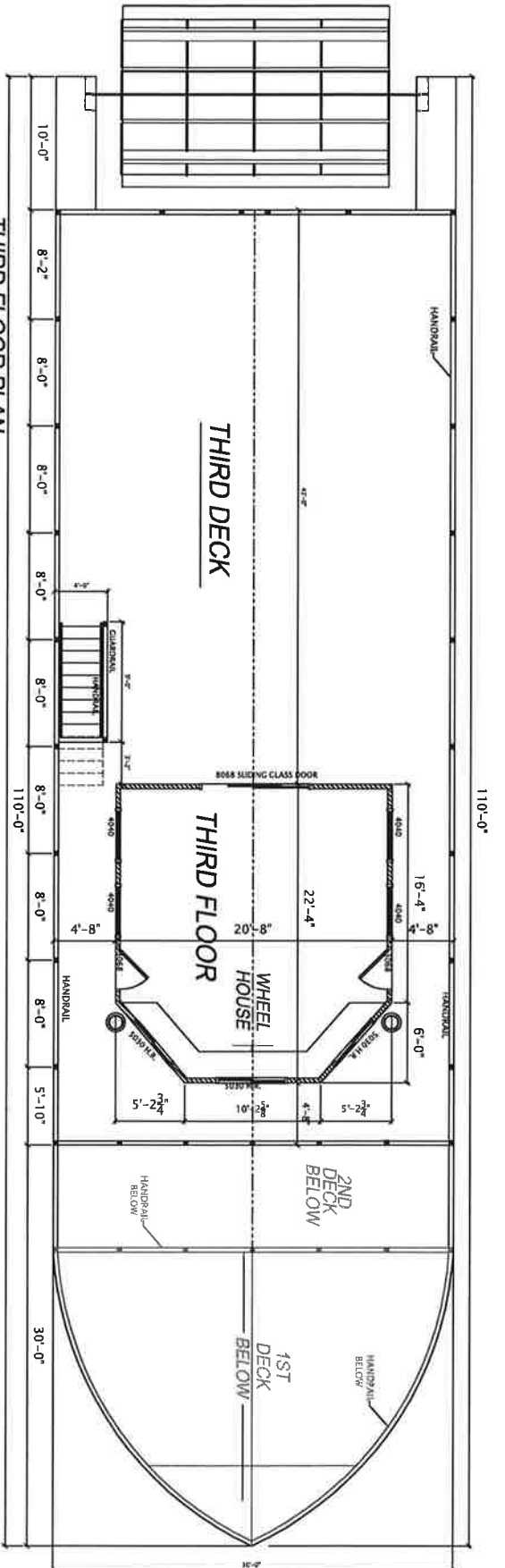
FRONT ELEVATION

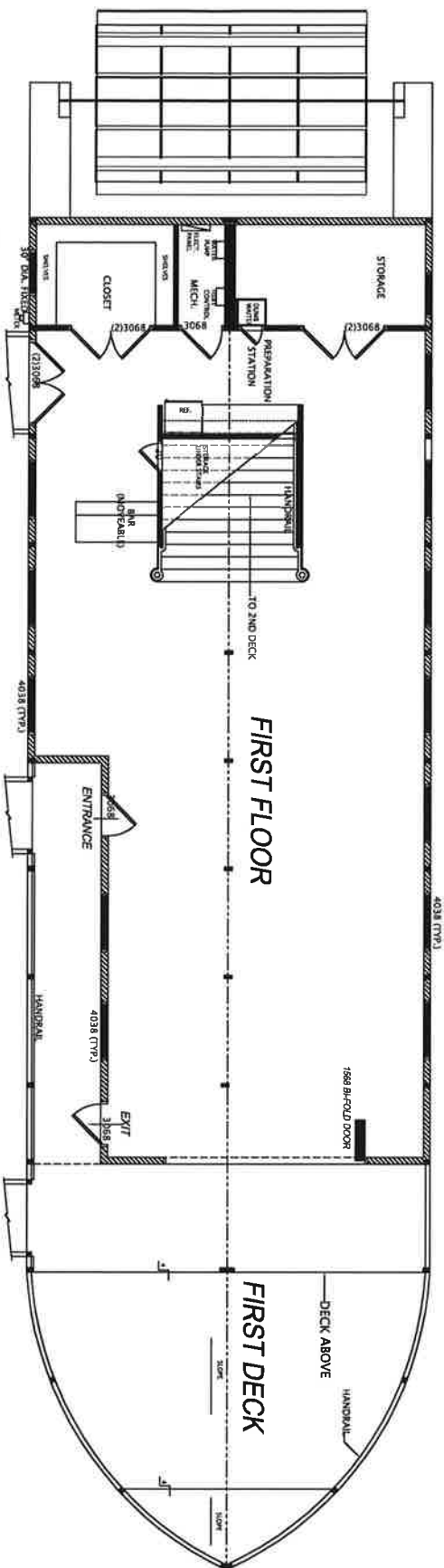


RIGHT SIDE ELEVATION

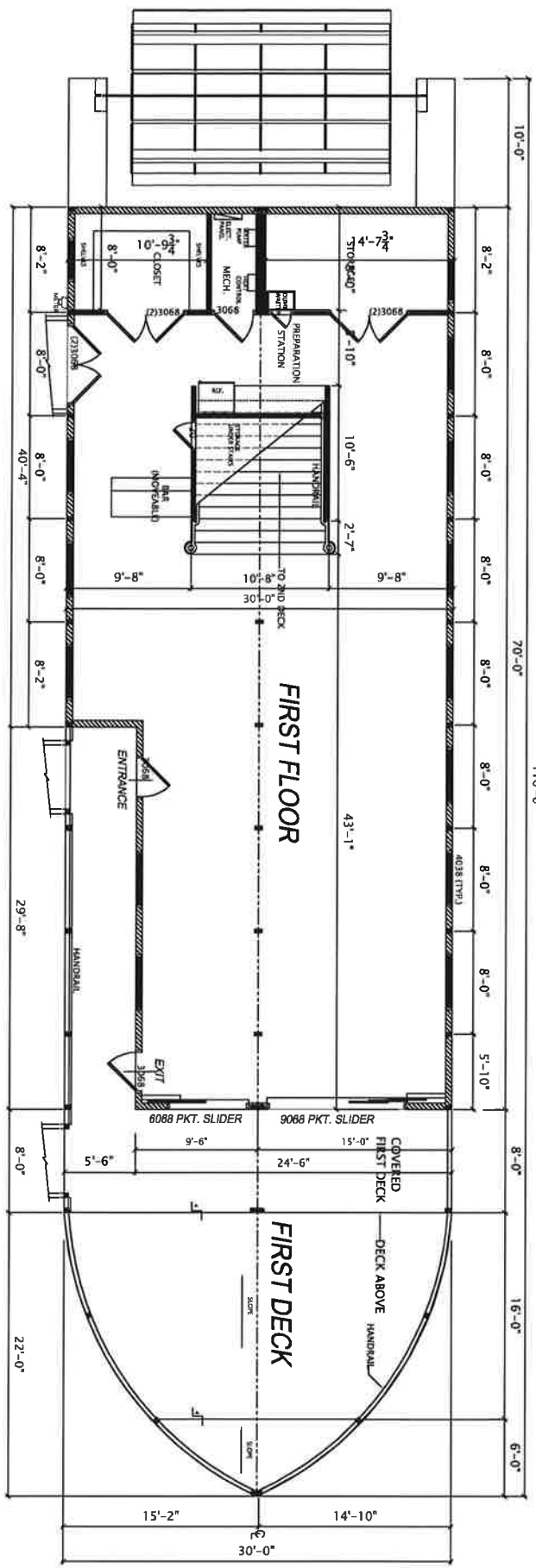








FIRST FLOOR PLAN - ALTERNATE



FIRST FLOOR PLAN

SQUARE FOOTAGE	
FIRST FLOOR	196
DECK	86
SECOND FLOOR	196
THIRD FLOOR	196
DECK	49
TOTAL VESSEL	803



LOWELL CITY COUNCIL

MEMORANDUM

DATE: November 17, 2017

TO: Mayor DeVore and the City Council

FROM: Michael T. Burns, City Manager MB

RE: Munetrix Software Proposal.

When I attended the ICMA Conference in San Antonio, I participated in a demo from Munetrix LLC, on their financial forecasting software program. Munetrix is becoming a well-known company servicing Michigan municipalities based out of Auburn Hills. Munetrix is able to create financial forecasting models for the City based on audit information we send to the State and information we have in BS&A for our budget. Many of the forecast models created can be placed on the City website and viewed by residents and others who utilize the City website.

In addition, Munetrix is able to help us utilize current financial, crime, ACT 51, and accident information provided to the State of Michigan to better forecast operational and financial needs for municipalities. This will also allow us to automatically create the necessary CVTRS reports we need to file with the Department of Treasury and our required dashboard information as well.

Sue Olin and I had a lengthier demo when I returned from San Antonio and we believe this will be able to help us especially in the five year planning of our finances. There are also tools available that will help manage our capital improvement projects and building maintenance issues. BS&A currently doesn't provide these tools for us.

To enter into an agreement with Munetrix, this would be an annual subscription service. If the City enters into a contract with Munetrix prior to December 1, 2018, we will be reimbursed 50% of our costs by the State of Michigan as they are encouraging municipalities statewide to pay greater attention to financial forecasting methods.

Munetrix provided two different packages to purchase. One would be the basic package which is \$3,107.20 (before 50% reimbursement), and the second package which allows for more of the specialty based services Munetrix provides. That cost is \$4,661.30 (before 50% reimbursement).

This was not a budgeted item; however, funds are available in the City Manager's Professional Services line item for this package. If the City were to purchase this, I would recommend purchasing the premium option as I suspect we will be able to utilize many of these programs to help us with internal management practices. After researching this product, I believe this will be a highly beneficial tool for City Administration to utilize.

The State of Michigan has reimbursed municipalities who have subscribed to this service from Munetrix and is the only financial forecasting software the State will reimburse municipalities for purchasing. They have done this now for two years prior and Munetrix believes this reimbursement will continue for some time as more municipalities take advantage of this.

I recommend that the City enter into an agreement with Munetrix LLC, for their financial forecasting software at a cost not to exceed \$4,661.30.

MUNETRIX SERVICES PROPOSAL WORKSHEET

This Munetrix Services Proposal Worksheet identifies the proposal elements that are shown on the cover letter and Subscription Agreement. If any additional options or features are desired, please indicate on this document and we will adjust your plan and resend a new version to you. If you are satisfied with the Proposal Worksheet as is, no action is required except to sign the Subscription Agreement and return it back to us either by fax to (248) 683-5826 or a scan via email to support@munetrix.com.

Customer Name: Lowell		Local Unit Type: City	
Subscription or Service Type: TBD			
Special Service or Overview:			
Terms: Net 30			
Contract Start Date: Upon receipt of signed agreement		Anniversary Date: TBD	
Customer Account # 412060	Account Manager: Bob Kittle	Sales Vertical: Municipal	Client Referral Source:
Scope of Services or Deliverables: TBD			Fees:
			<input type="checkbox"/> Fixed
			<input type="checkbox"/> Monthly
			<input type="checkbox"/> Annual
			<input type="checkbox"/> Multi-year
4,044			Population
Description			Investment
Transparency Edition - (Meets State of Michigan Mandatory Minimum Requirements) & Includes:			\$2,702.20
Two User Seats			\$0.00
Dynamic Dashboard			\$0.00
Peer Group Comparisons			\$0.00
BudgetBuilder™			\$0.00
Debt Manager™			\$0.00
Open Checkbook			\$0.00
CVTRS/CIP Compliance Report Wizard			\$0.00
Implementation Fee (First Year Only)			\$405.00
Basic Training & Support Included (per subscription agreement unless option service upgrades chosen)			\$0.00
Subtotal:			\$3,107.20

Premium Edition - Includes all Transparency Features and:	\$4,053.30
<input type="checkbox"/> Buildings Manager™ (Included with CIP, \$1,200 a la carte)	\$0.00
<input type="checkbox"/> Capital Improvement Manager™ (CIP) (requires Chart of Accounts Manager™)(\$2,400 a la carte)	\$0.00
<input type="checkbox"/> Chart of Accounts Manager™ (\$1,200 a la carte)	\$0.00
<input type="checkbox"/> Custom Reports (\$900 a la carte)	\$0.00
<input type="checkbox"/> ForecastBuilder™ (\$1,200 a la carte)	\$0.00
<input type="checkbox"/> Headcount Manager™ (\$1,200 a la carte)	\$0.00
<input type="checkbox"/> ProjecTracker™ (\$600 a la carte)	\$0.00
<input type="checkbox"/> Trust Fund Manager (\$1,200 a la carte)	\$0.00
<input type="checkbox"/> Emergency Preparedness Manager (Call for quote)	\$0.00
<input type="checkbox"/> Implementation Fee (First Year Only)	\$608.00
<input type="checkbox"/> Basic Training & Support Included (per subscription agreement unless option service upgrades chosen)	\$0.00
Subtotal (includes all Transparency & Premium features):	\$4,661.30

Additional Users:	
<input type="checkbox"/> Additional Authorized User(s): \$250 per additional user	\$0.00

Optional Features or Plans:	
<input type="checkbox"/> Board Member Module (\$250 per board member)	\$0.00
<input type="checkbox"/> Basic: \$3,000/year or \$250/month (+10% discount on subscription fee)	\$0.00
<input type="checkbox"/> Preferred: \$6,000/year or \$500/month (+20% discount on subscription fee)	\$0.00
<input type="checkbox"/> Optimal: \$12,000/year or \$1,000/month (+30% discount on subscription fee)	\$0.00

<input type="checkbox"/> Total Investment For Transparency Edition Plus Options:	\$3,107.20
<input type="checkbox"/> Total Investment for Premium Edition Plus Options:	\$4,661.30

Billing Address:	Lowell	301 E. Main St.	Lowell	MI	49331-1798
Bill-to Name: Mr. Mike Burns			Title: City Manager	Email: mburns@ci.lowell.mi.us	
Other Information:					
Details of Milestones (If Applicable)		Estimated Timing of Deliverables		Additional Fee(s) (If Applicable)	
Implementation		TBD - Based on date of contract execution		None	
Training		TBD - Based on date of contract execution		None	

Lowell
Local Unit Code: 412060
Comprehensive Administrative Review

Table of Contents

Report ID	Section	Report Title	Content
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12		3-Year Financial Report Comparison	
13		Expense Comparisons	2015 Public Safety
14		Expense Comparisons	2015 General Government
15		Trust Funds Status	
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20	Economic Strength	How My Community Compares	Taxable Value
21		Change in Population	
22		Millage Rates	
23		Operating Millage	
24		Change in Taxable Value	

Report ID: 1 - Summary Page

Overview

Lowell is one of 31 Cities that lies within Kent County in the West Michigan Regional Planning Commission. The 2016 Population of 4,044 is 60 people greater than the previous year. From 2010 through 2016, the General Fund Operating Expenditures have increased by \$969,357 (38.3%) while the General Fund Balance has decreased by \$1,129,957 (435.8%).

Fiscal Year	Data Status	Fiscal Score	Population	Operating Revenues	Operating Expenditures	Fund Balance	Operating Millage
2016	Audited	3	4,044	3,276,349	3,499,777	-870,700	
2015	Audited	1	3,984	2,931,244	2,712,714	677,727	
2014	Historic	1	3,925	2,465,366	2,482,921	21,131	0.0000
2013	Historic	1	3,874	2,463,633	2,327,049	467,087	0.0000
2012	Historic	1	3,842	2,413,003	2,354,138	336,232	0.0000
2011	Historic	1	3,804	2,650,934	2,612,446	286,747	15.8300
2010	Historic	1	3,783	2,616,422	2,530,420	259,257	15.8300

Population Rankings

Of the 280 Cities in Michigan, Lowell, with a population of 4,044, ranks 167.

Municipality	County	Population	Population Rank
Fremont	Newaygo County	4,044	164
Bloomfield Hills	Oakland County	4,000	165
Otsego	Allegan County	3,992	166
Lowell	Kent County	3,984	167
Portland	Ionia County	3,919	168
Williamston	Ingham County	3,878	169
Belleville	Wayne County	3,875	170

Report ID: 2 - Fiscal Scorecard

Lowell 2016 Fiscal Score: 3




Indicator	Description	Year	Category	Values	Score
Population	Population loss can result in a general weakening of a local economy. Local governments are often unable to reduce costs quickly enough to match a decline in revenue caused by a loss of tax base. If a community loses more than a trivial percent of population from the previous year, it scores a 1; otherwise a 0. The baseline is the 2010 Census and mid-Census data is provided from estimates or the community's own assumptions.	2016 2010	Population Population	4,044 3,783	0
Taxable Value Growth	There is a relationship between declining taxable values and a community's fiscal health. Since most local governments rely heavily upon property taxes to generate revenue, substantive decreases in taxable value will require adjustments in expenditures. A community scores 1 if they demonstrate negative growth and 0 if they exhibit positive growth or stay flat.	2016 2014	Taxable Value Taxable Value	\$106,979,213 \$105,247,049	0
General Fund Expenditures as a Percent of Taxable Value	Since declining taxable will lower the amount of tax revenue generated for operations, it becomes important to scale back expenditures or fiscal stress could become apparent, assuming no additional revenue can be generated. Cities, Villages, Townships and Counties all have their own trigger. If a local unit is above the trigger they score a 1. Less than the trigger, they are assigned a 0.	2016 2016	General Fund Expenditures Taxable Value	\$3,499,777 \$106,979,213	0
Operating Results	This indicator measures non-trivial budget shortfalls and allow transfers from Special Revenue sources. The variable is computed by subtracting General Fund Expenditures from General Fund Revenues and dividing that sum by General Fund Revenues. If a resulting shortfall is greater than the trigger, and if Fund Balance is not large enough, they score of 1. If the unit does not have a shortfall, or if the shortfall is trivial, the unit scores a 0.	2016 2016	General Fund Revenues General Fund Expenditures	\$3,276,349 \$3,499,777	1
Prior 1 Year Operating Results	This variable is computed by using the same philosophy as Current Operating Results but begins to look for chronic problems. A one year operating shortfall, trivial or not, may not be problematic. But repeated operating shortfalls could be a sign that structural problems may exist. This factor measures the one year preceding current operating results and the local unit receives a score of 1 or 0 based on their performance.	2015 2015	General Fund Revenues General Fund Ex	\$2,931,244 \$2,712,714	0
Prior 2 Year Operating Results	Three data points begins a trend, and a third year of operating deficits is a serious warning that chronic structural issues likely persist. This indicator is calculated the same way as Current and Prior 1 year, and if a local unit is assigned a point in this category, they could in effect get 3 points for non-trivial chronic operating shortfalls.	2014 2014	General Fund Revenues General Fund Expenditures	\$2,465,366 \$2,482,921	0
Size of Available Fund Balance	This factor uses General Fund Balance as a measure of sustainability and considers when the local unit receives their tax revenue compared to their Fiscal Year End (FYE). It looks at available reserves from a cash needs perspective, since some locals will have to manage for a longer period of time with limited funds. If the units Unrestricted Fund Balance is above the threshold they score a 0; below the threshold, a 1.	2016 2016	General Fund Expenditures General Fund Balance	\$3,499,777 \$-870,700	1
Fund Balance Trends	Three years establishes a trend and a one year metric may not tell the entire story, a three year look at available reserves will identify if a chronic cash-needs concern exists using the same formula as the one year measure. If a unit falls under the thresholds set for three consecutive years, they are assigned a 1, otherwise a 0.	2016 2015 2014	General Fund Balance General Fund Balance General Fund Balance	\$-870,700 \$677,727 \$21,131	0
Major Fund Deficit	Fund deficits are indicators of fiscal distress, particularly if they are large and increasing. This variable recognizes if a unit has a negative fund balance in the current or previous year in any major governmental fund. If there are any unrestricted/unreserved fund deficits the unit scores a 1, otherwise a 0.	2016 2015	Major Fund Deficit Major Fund Deficit	\$-870,700 \$-708,522	1
Debt as a Percent of Taxable Value	Ability to pay may become a concern if the unit carries a large debt load. This variable is constructed by taking long-term debt and dividing it by taxable valuation. Any unit with a debt to taxable value ratio greater than the threshold scores a 1, those beneath it a 0.	2016 2016	General Long-term debt Taxable Value	\$4,492,185 \$106,979,213	0

Report ID: 3 - Peer Group List

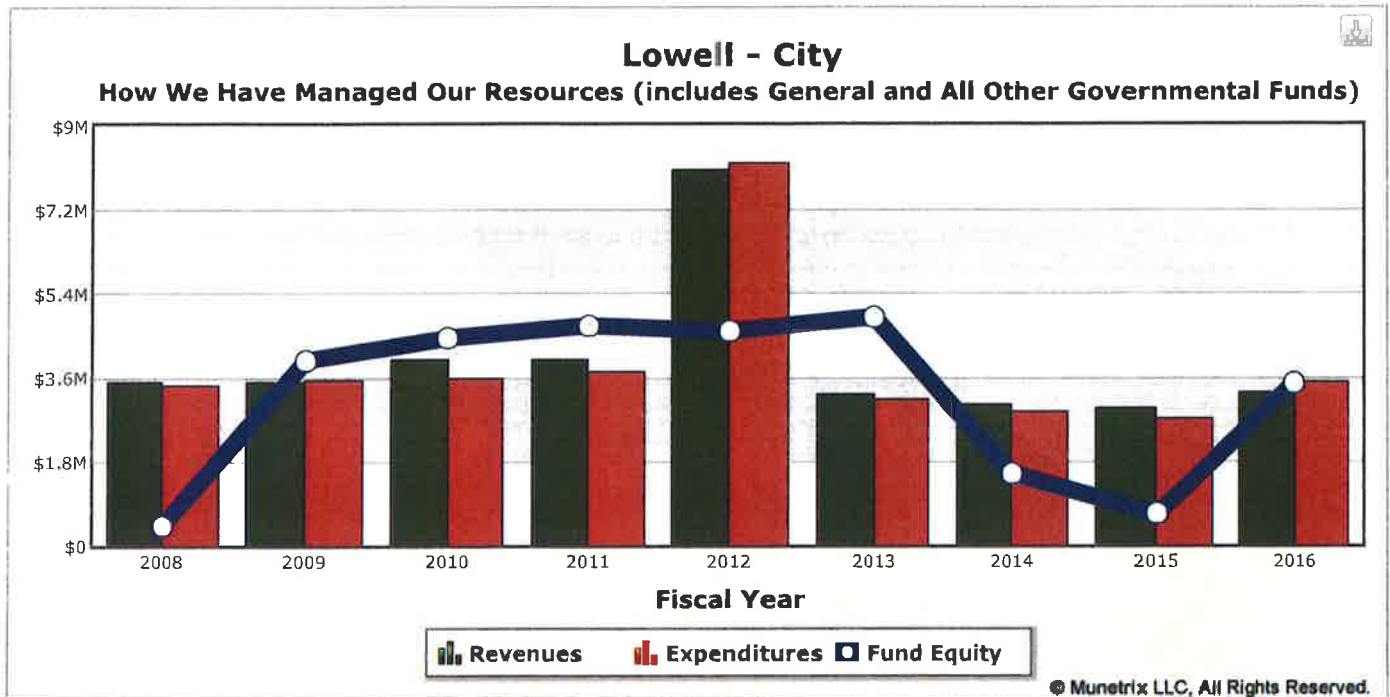
	List Name	Type for Averages	Region for Averages	List Managed By
Edit	Lowell City Council Review	City	West Michigan Regional Planning Commission	Bob Kittle, President & CEO of Munetrix

Municipalities Included in the Peer Group

Pee

+ Add New	Municipalities Included in List	Population	Expenditures	Taxable Value	Indicator Score	Fund Balance	Taxable Value per Capita	Located In	Chart Color
Edit	Lowell	3,984	2,712,714	114,860,555	1	25%	28,830	Kent County	
Edit	Coopersville	4,338	2,502,413	102,908,472	0	60%	23,723	Ottawa County	
Edit	Dexter	4,383	2,928,888	223,935,144	0	37%	51,092	Washtenaw County	
Edit	Fremont	4,044	3,185,467	122,099,946	1	18%	30,193	Newaygo County	
Edit	Gaylord	3,659	2,557,489	168,110,890	1	44%	45,944	Otsego County	
Edit	Gibraltar	4,525	2,853,557	135,514,810	1	68%	29,948	Wayne County	
Edit	Lathrup Village	4,131	3,212,960	120,560,080	0	36%	29,184	Oakland County	
Edit	Marine City	4,145	2,674,652	90,246,602	2	31%	21,772	St. Clair County	
Edit	Wayland	4,167	2,246,115	98,164,491	0	62%	23,558	Allegan County	

Report ID: 4 - How We Have Managed Our Resources



Why it Matters: The difference between Revenue and Expenditures affects Fund Equity positively or negatively. If a community spends more than it takes in, the Fund Equity declines and vice-versa if Revenues exceed Expenditures. This chart shows, over time, if a community is living within their means. (n014) (o27)

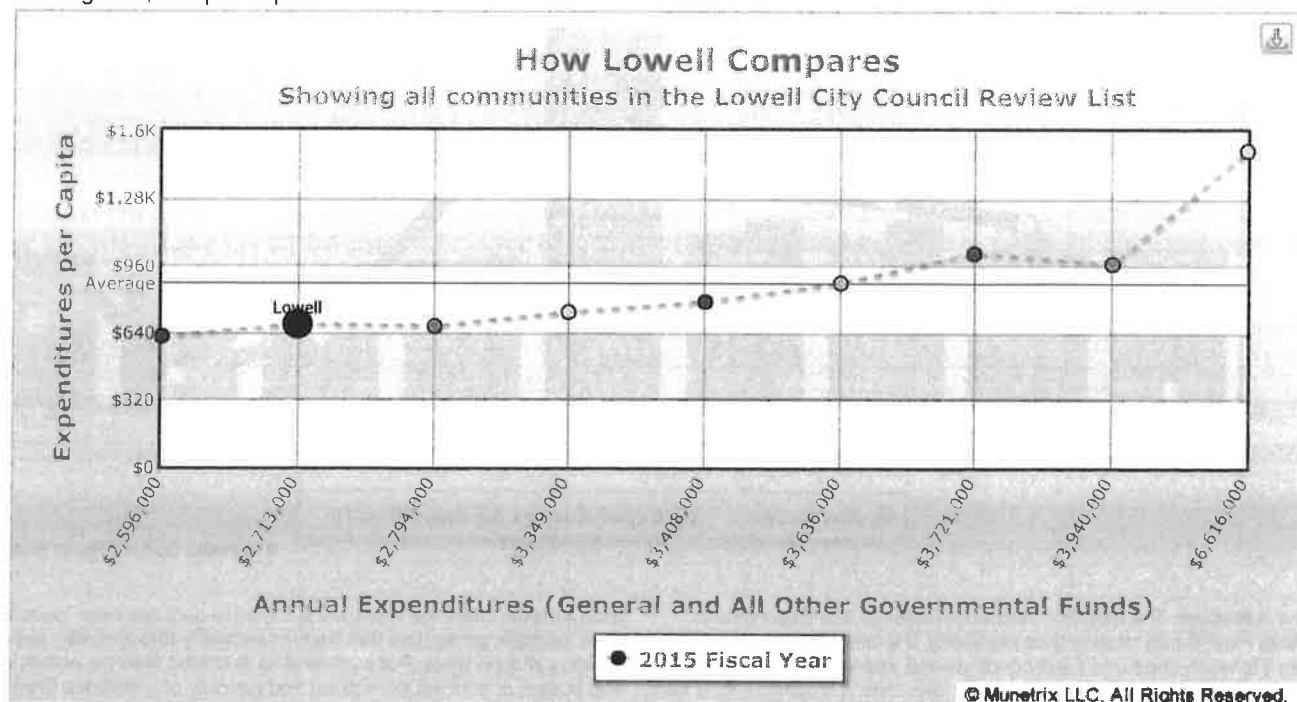
Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Function	2010	2011	2012	2013	2014	2015	2016
Revenues	3,977,605	3,983,011	8,065,397	3,226,226	3,001,474	2,931,244	3,276,349
Expenditures	3,568,530	3,720,419	8,183,335	3,121,205	2,854,144	2,712,714	3,499,777
Fund Equity	4,449,884	4,712,436	4,594,537	4,882,183	1,518,898	683,322	3,481,318

Report ID: 5 - How My Community Compares - Expenditures

Overview

Of the 9 Municipalities in the Peer Group titled, Lowell City Council Review, Lowell **places 8 in terms of Total Expenditures**. Lowell **places 7 in terms of Total Expenditures per Capita** which is \$195 less than the cohort average of \$876 per capita.



Why it Matters: The Expenditures Analysis graph correlates the size of municipalities, as measured by Total Expenditures, and Expenditures per capita respectively. The municipality on the far right has the largest budget. The municipality on the far left has the smallest budget. The higher up you travel on the graph indicates municipalities that spend the most per capita. For comparison purposes, Capital Outlay and Extraordinary Items have been excluded from the Expenditures Calculations. (n015) (o19)

Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

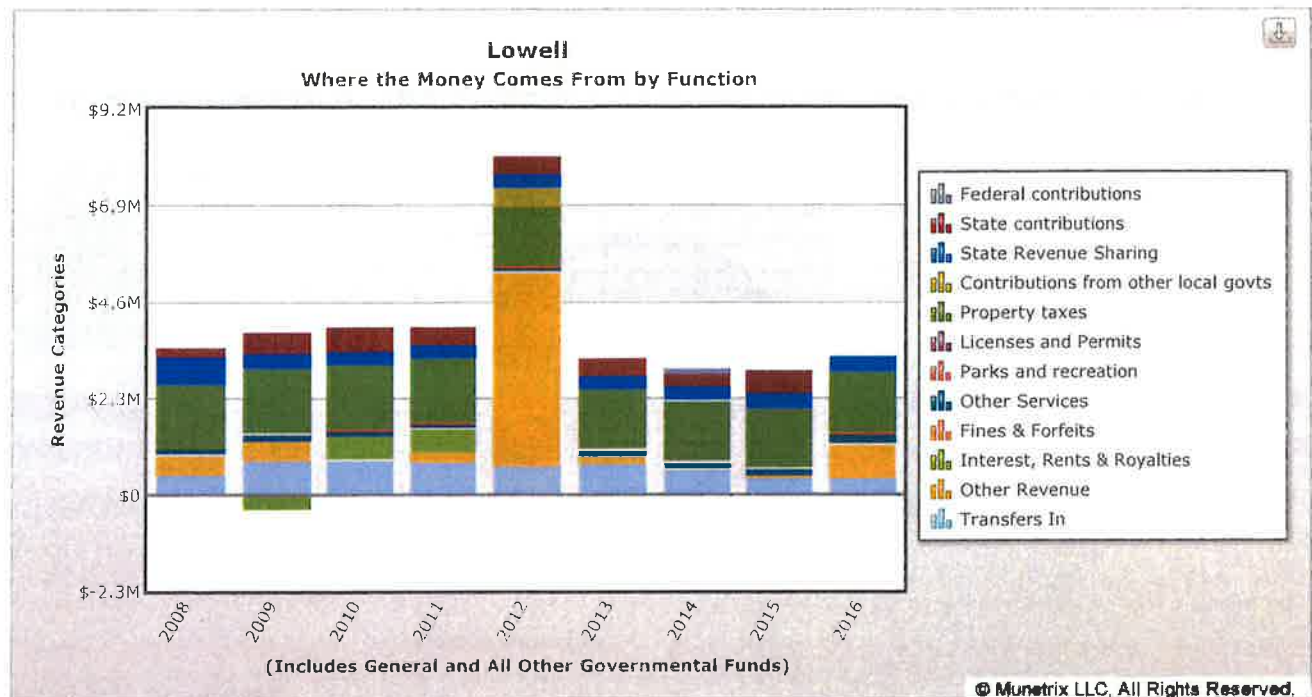
Lowell - Data Table

Municipality	Lies Within	Population	Total Expenditures	¹ Peer Rank	Expenditures per Capita	² Peer Rank
Coopersville	Ottawa County	4,338	\$3,407,931	5	\$786	5
Dexter	Washtenaw County	4,383	\$6,615,752	1	\$1,509	1
Fremont	Newaygo County	4,044	\$3,940,304	2	\$974	3
Gaylord	Otsego County	3,659	\$3,720,628	3	\$1,017	2
Gibraltar	Wayne County	4,525	\$3,348,527	6	\$740	6
Lathrup Village	Oakland County	4,131	\$3,636,197	4	\$880	4
Lowell	Kent County	3,984	\$2,712,714	8	\$681	7
Marine City	St. Clair County	4,145	\$2,793,810	7	\$674	8
Wayland	Allegan County	4,167	\$2,596,084	9	\$623	9

¹Rank is based on Total Expenditures (excluding extraordinary Expenditure items).

²Rank is based on Expenditures per Resident.

Report ID: 6 - Where the Money Comes From - Year Over Year Comparison



Why it Matters: Revenue is generated from the tax dollars we receive from residents and businesses which are generated from our millage rate multiplied by property valuations. Revenue is also generated from other sources such as State and Federal grants, permits, fees, water and sewer charges, parking fees and citations. (n036) (o20)

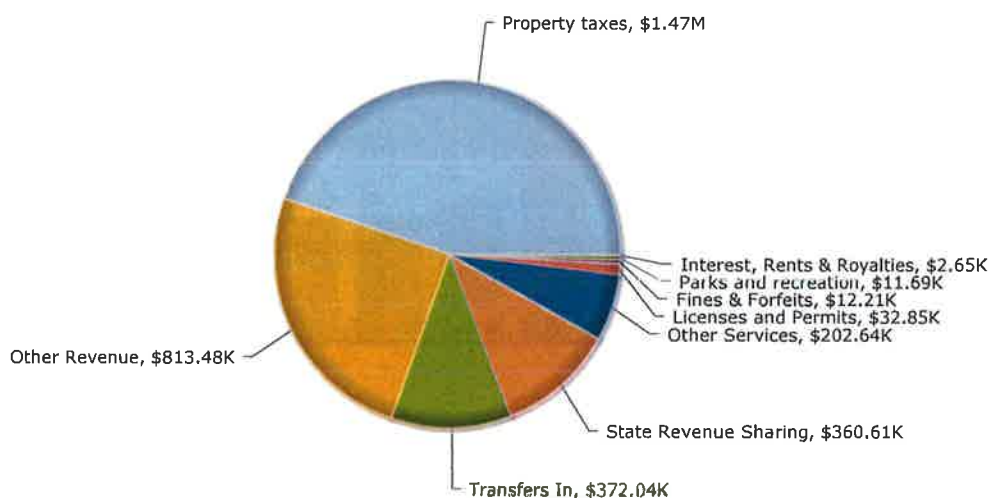
Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Function	2010	2011	2012	2013	2014	2015	2016
Federal contributions	0	0	0	0	148,250	0	0
State Revenue Sharing	338,898	335,556	326,363	332,439	344,000	355,193	360,613
State contributions	555,076	415,847	432,003	397,987	267,715	530,691	0
Contributions from other local govts	0	7,741	462,977	7,741	35,800	0	0
Property taxes	1,550,193	1,518,607	1,408,338	1,439,113	1,413,799	1,412,025	1,468,181
Licenses and Permits	25,075	28,882	31,017	33,599	35,967	27,416	32,847
Parks and recreation	2,117	10,380	8,575	0	0	0	11,685
Other Services	135,765	93,913	88,585	133,656	119,650	203,828	202,637
Fines & Forfeits	13,394	11,335	0	0	0	0	12,209
Interest, Rents & Royalties	511,643	576,099	33,833	-16,716	3,537	30,212	2,654
Other Revenue	34,186	212,542	4,613,379	176,911	31,756	8,841	813,479
Transfers In	811,258	772,109	660,327	721,496	601,000	363,038	372,044
Totals	3,977,605	3,983,011	8,065,397	3,226,226	3,001,474	2,931,244	3,276,349

Report ID: 7 - Where the Money Comes From - Current Year Pie Chart

Lowell 2016

Where the Money Comes From (includes General and All Other Governmental Funds)



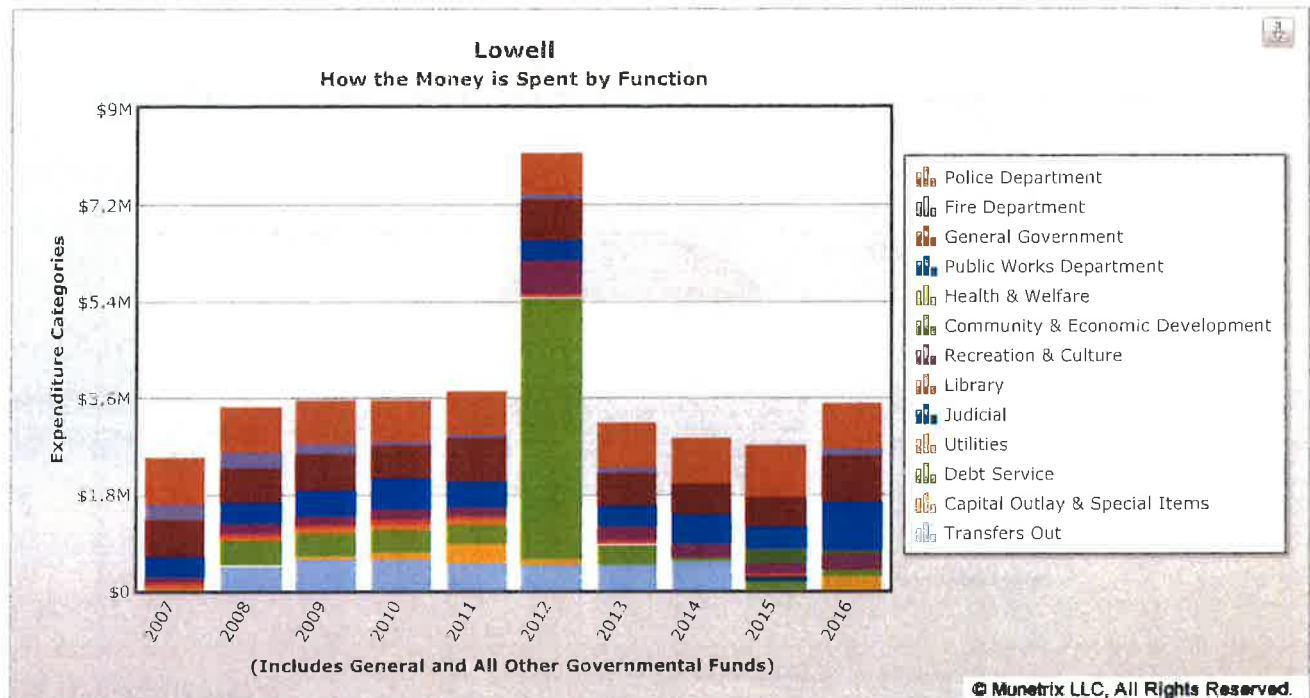
© Munetrix LLC, All Rights Reserved.

Why it Matters: Just like you, expenses pay the bills. As a service provider for the community, expenses cover the costs associated with running the government and keeping the city clean, safe and to maintain the quality of life we enjoy as residents. (n037) (o5)

Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Revenue Category	Revenues	Revenues per Capita	Percent of Total Revenues
Property taxes	\$1,468,181	\$363	44.8%
Other Revenue	\$813,479	\$201	24.8%
Transfers In	\$372,044	\$92	11.4%
State Revenue Sharing	\$360,613	\$89	11.0%
Other Services	\$202,637	\$50	6.2%
Licenses and Permits	\$32,847	\$8	1.0%
Fines & Forfeits	\$12,209	\$3	0.4%
Parks and recreation	\$11,685	\$3	0.4%
Interest, Rents & Royalties	\$2,654	\$1	0.1%
	\$3,276,349	\$810	100.0%

Report ID: 8 - How the Money is Spent - Year Over Year Comparison



Why it Matters: Just like you, expenses pay the bills. As a service provider for the community, expenses cover the costs associated with running the government and keeping the city clean, safe and to maintain the quality of life we enjoy as residents. (n037) (o21)

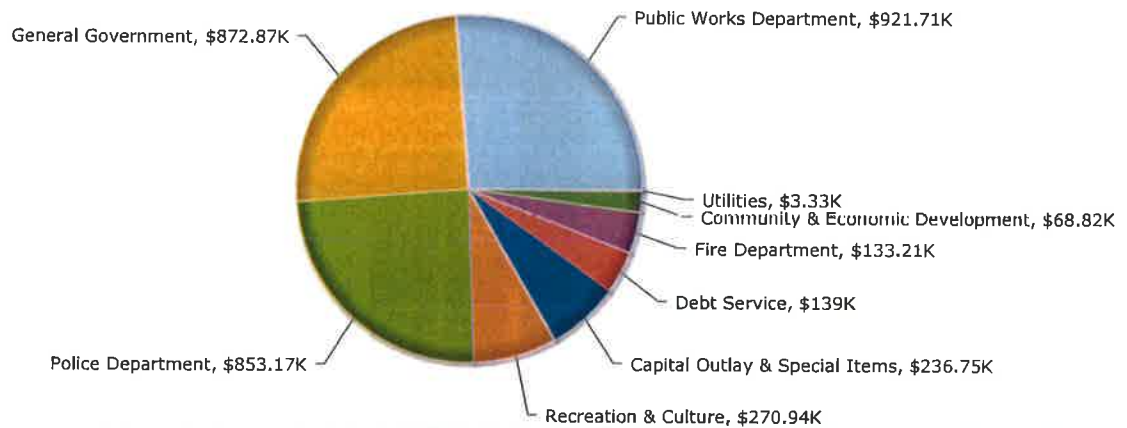
Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Function	2010	2011	2012	2013	2014	2015	2016
Police Department	784,754	801,087	794,904	841,016	867,230	971,134	853,169
Fire Department	80,346	70,350	87,213	85,792	0	0	133,207
General Government	604,085	829,996	750,226	606,873	558,591	569,964	872,870
Public Works Department	581,204	470,641	390,358	412,520	577,424	421,411	921,707
Health & Welfare	0	0	0	38	0	0	0
Community & Economic Development	3,000	0	0	0	0	259,853	68,818
Recreation & Culture	197,474	180,843	619,668	240,568	256,780	187,261	270,937
Library	93,341	65,971	56,984	69,410	0	61,616	0
Judicial	0	0	0	0	0	97,361	0
Utilities	88,730	83,933	45,110	43,948	0	0	3,327
Debt Service	421,814	367,841	4,866,916	350,620	70,419	144,114	138,996
Capital Outlay & Special Items	146,843	331,283	116,491	0	0	0	236,746
Transfers Out	566,939	518,474	455,466	470,420	523,700	0	0
Totals	3,568,530	3,720,419	8,183,336	3,121,205	2,854,144	2,712,714	3,499,777

Report ID: 9 - How the Money is Spent - Current Year Pie Chart

Lowell 2016

How the Money is Spent (includes General and All Other Governmental Funds)



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Why it Matters: Just like you, expenses pay the bills. As a service provider for the community, expenses cover the costs associated with running the government and keeping the city clean, safe and to maintain the quality of life we enjoy as residents. (n037) (o6)

Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Expense Category	Expenditures	Expenditures per Capita	Percent of Total Expenditures
Public Works Department	\$921,707	\$228	26.3%
General Government	\$872,870	\$216	24.9%
Police Department	\$853,169	\$211	24.4%
Recreation & Culture	\$270,937	\$67	7.7%
Capital Outlay & Special Items	\$236,746	\$59	6.8%
Debt Service	\$138,996	\$34	4.0%
Fire Department	\$133,207	\$33	3.8%
Community & Economic Development	\$68,818	\$17	2.0%
Utilities	\$3,327	\$1	0.1%
	\$3,499,777	\$865	100.0%

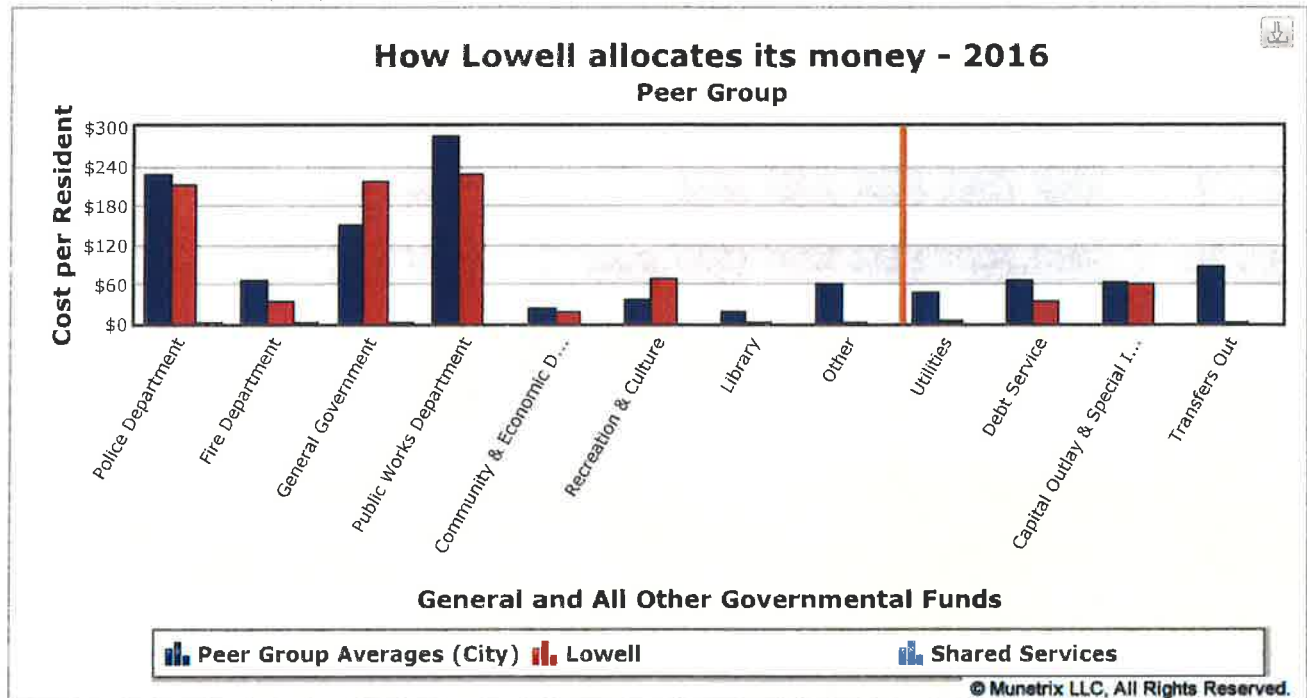
Report ID: 10 - How We Allocate Our Money - With Regional Average Comparisons

2015-2016
General and All Other Governmental Funds
Expenditures
\$3,499,777

Lowell
Per Resident
\$865

Region
Average
\$1,182

Population
4,044

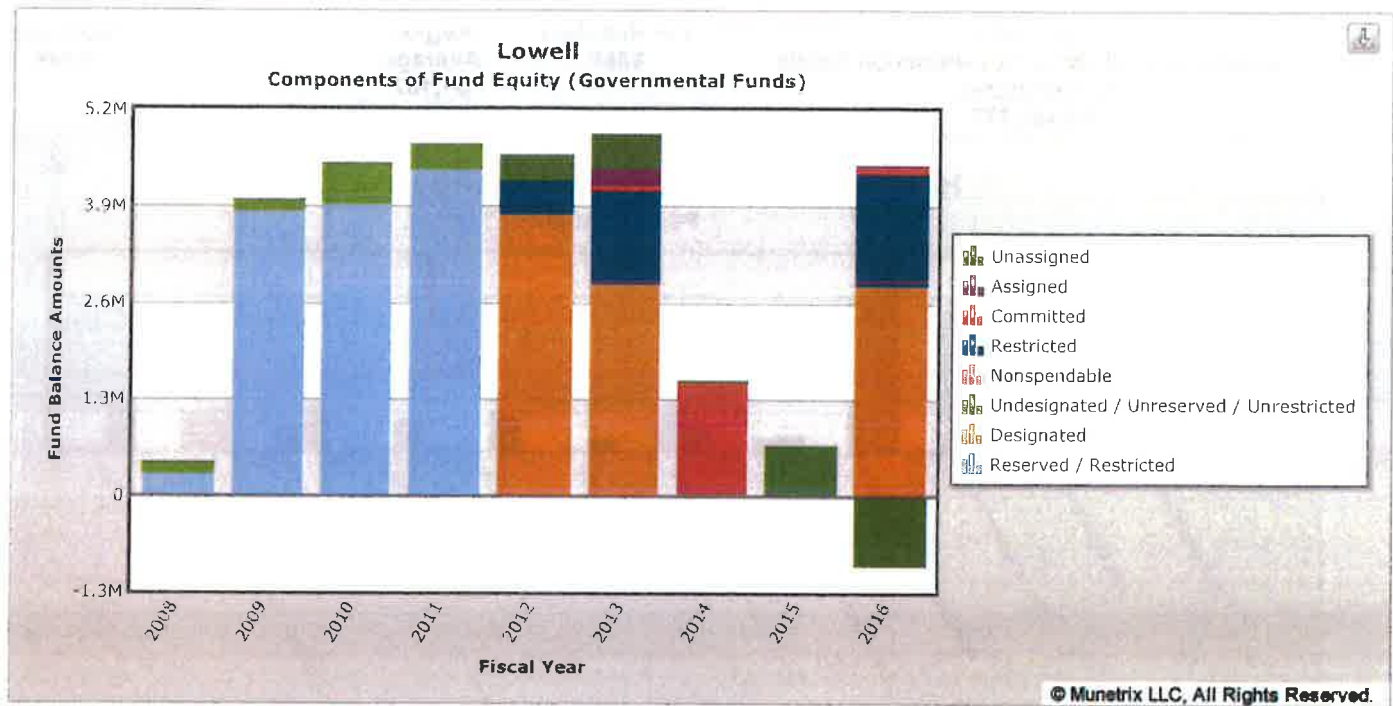


Why it Matters: Just like you, expenses pay the bills. As a service provider for the community, expenses cover the costs associated with running the government and keeping the city clean, safe and to maintain the quality of life we enjoy as residents. (n037) (o7)

Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Expense Category	Actual Expenditures	Actual Expenditures per Capita	Peer Group Expenditures per Capita	Amount Difference	Percent Difference
Police Department	\$853,169	\$211	\$226	\$-15	-6.6%
Fire Department	\$133,207	\$33	\$65	\$-32	-49.2%
General Government	\$872,870	\$216	\$149	\$67	45.0%
Public Works Department	\$921,707	\$228	\$285	\$-57	-20.0%
Community & Economic Development	\$68,818	\$17	\$22	\$-5	-22.7%
Recreation & Culture	\$270,937	\$67	\$37	\$30	81.1%
Library	\$0	\$	\$16	\$-16	-100.0%
Other	\$0	\$	\$61	\$-61	-100.0%
Utilities	\$3,327	\$1	\$46	\$-45	-97.8%
Debt Service	\$138,996	\$34	\$64	\$-30	-46.9%
Capital Outlay & Special Items	\$236,746	\$59	\$63	\$-4	-6.3%
Transfers Out	\$0	\$	\$87	\$-87	-100.0%
	\$3,499,777	\$865	\$1,121	\$-256	-22.8%

Report ID: 11 - Components of Fund Equity



Why it Matters: If the local unit is receiving more revenue than it needs to pay its bills its fund balance (net worth) will increase. If the local unit is paying out more money on its bills than it is receiving then its fund balance will go down. If the fund balance goes down far enough it creates a negative fund balance called a deficit. Beginning in 2012, accounting procedure changes dictated the categories of fund balance increase from 3 to 5 and the names changed; thus the difference in chart colors. (n073) (o25)

Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

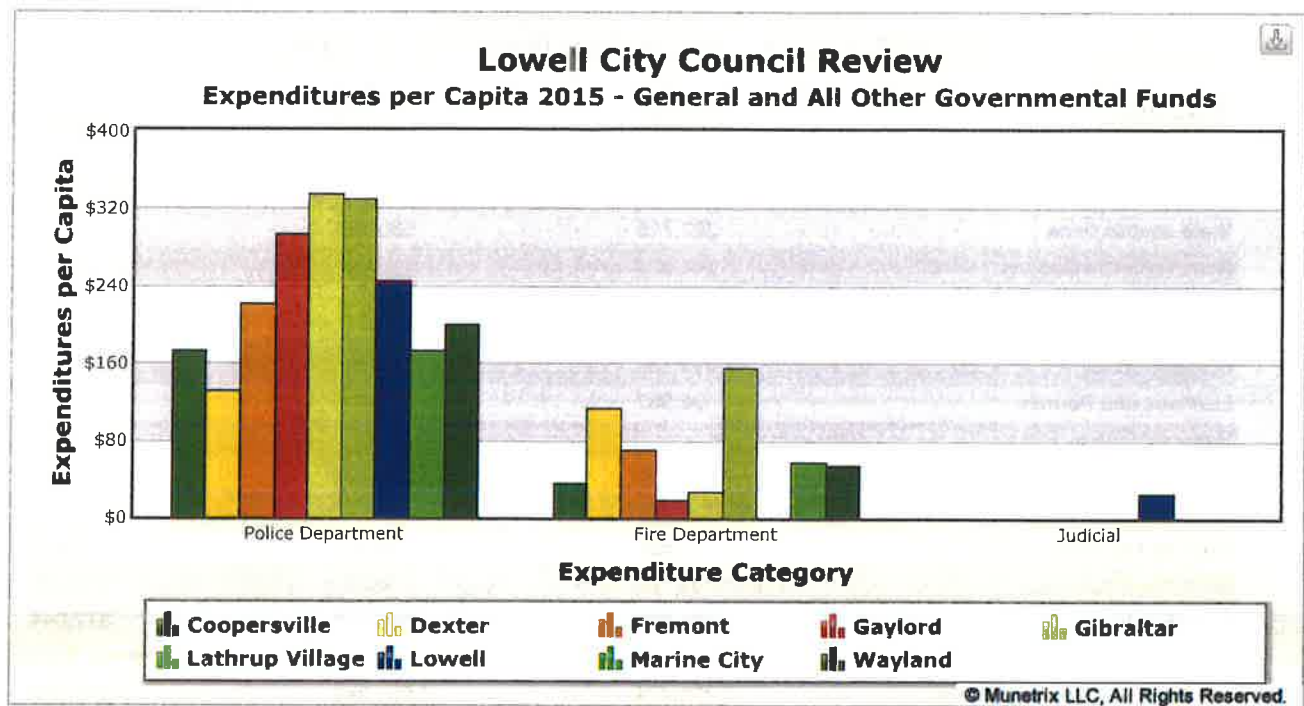
Function	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Reserved / Restricted	0	295,122	3,820,503	3,913,357	4,397,082	0	0	0	0	0
Designated	0	0	17,999	11,727	0	0	0	0	0	0
Undesignated / Unreserved / Unrestricted	0	129,229	136,853	524,800	315,354	0	0	0	0	0
Nonspendable	0	0	0	0	0	3,772,503	2,851,888	21,131	5,595	2,807,845
Restricted	0	0	0	0	0	477,780	1,252,478	0	0	1,544,173
Committed	0	0	0	0	0	8,022	82,502	1,497,767	0	94,481
Assigned	0	0	0	0	0	0	228,228	0	0	1,677
Unassigned	0	0	0	0	0	336,232	467,087	0	677,727	-966,858
Totals	0	424,351	3,975,355	4,449,884	4,712,436	4,594,537	4,882,183	1,518,898	683,322	3,481,318

Report ID: 12 - 3-Year Financial Report Comparison

Lowell
Multi-year Comparison Data Report
Filtered for General and all Other Governmental Funds

<u>Description</u>	<u>2014</u> <u>Historic</u>	<u>2015</u> <u>Audited</u>	<u>2016</u> <u>Audited</u>
<u>Revenues</u>			
Federal contributions	148,250		
State contributions	267,715	530,691	
State Revenue Sharing	344,000	355,193	360,613
Contributions from other local govts	35,800		
Property taxes	1,413,799	1,412,025	1,468,181
Licenses and Permits	35,967	27,416	32,847
Parks and recreation			11,685
Other Services	119,650	203,828	202,637
Fines & Forfeits			12,209
Interest, Rents & Royalties	3,537	30,212	2,654
Other Revenue	31,756	8,841	813,479
Transfers In	601,000	363,038	372,044
Total Revenues	3,001,474	2,931,244	3,276,349
<u>Expenditures</u>			
Police Department	867,230	971,134	853,169
Fire Department			133,207
General Government	558,591	569,964	872,870
Public Works Department	577,424	421,411	921,707
Health & Welfare			
Community & Economic Development		259,853	68,818
Recreation & Culture	256,780	187,261	270,937
Library		61,616	
Judicial		97,361	
Other			
Utilities			3,327
Debt Service	70,419	144,114	138,996
Capital Outlay & Special Items			236,746
Transfers Out	523,700		
Total Expenditures	2,854,144	2,712,714	3,499,777
Beginning Fund Balance	1,371,568	464,792	3,704,746
Excess (Deficit) Revenues over Expenditures	147,330	218,530	-223,428
Ending Fund Balance	1,518,898	683,322	3,481,318

Report ID: 13 - Expense Comparisons - 2015 Public Safety

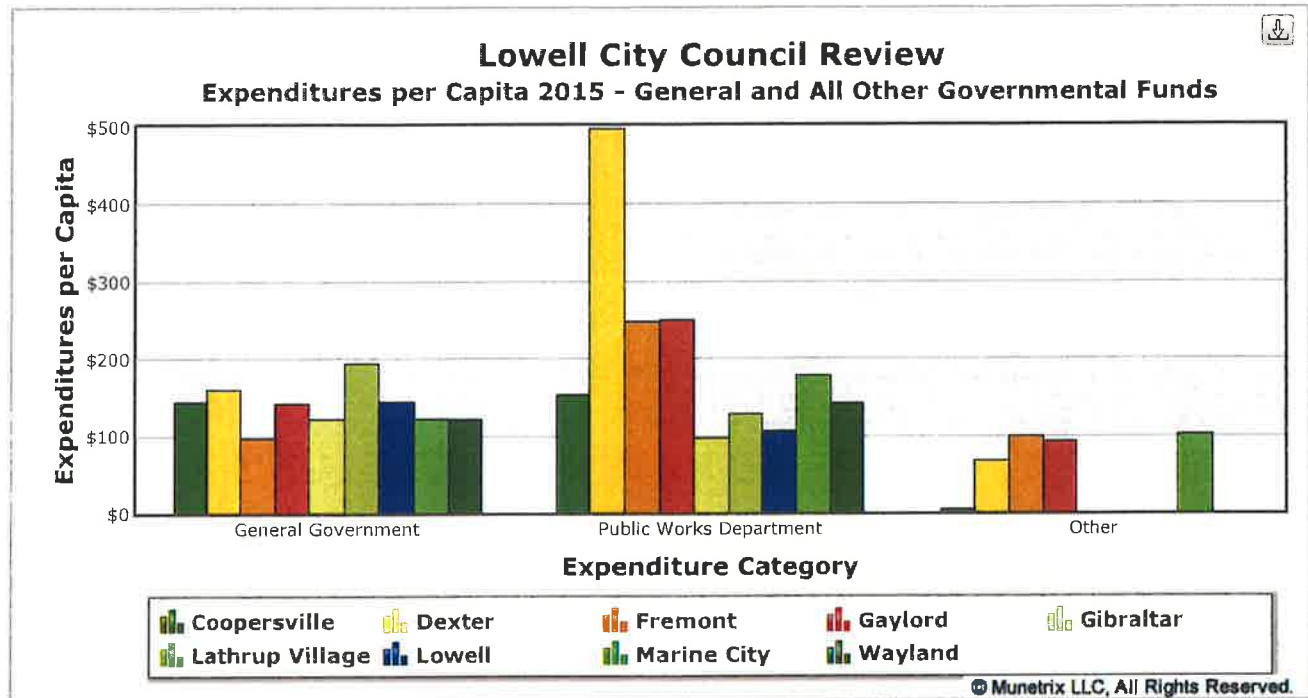


Why it Matters: Total expenses have been bucketed into major categories. Public safety includes police, fire and dispatch; General Government includes all administrative functions including Clerk, IT, Assessing and Elected Officials. Public works includes water, sewer and electric (if applicable). The data includes all fund types. (n012) (o81)

Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Municipality	County	Population	Police Department	Fire Department	Judicial
Coopersville	Ottawa County	4,338	\$172	\$35	\$0
Dexter	Washtenaw County	4,383	\$130	\$113	\$0
Fremont	Newaygo County	4,044	\$221	\$70	\$0
Gaylord	Otsego County	3,659	\$293	\$17	\$0
Gibraltar	Wayne County	4,525	\$335	\$27	\$0
Lathrup Village	Oakland County	4,131	\$329	\$154	\$0
Lowell	Kent County	3,984	\$244	\$0	\$24
Marine City	St. Clair County	4,145	\$172	\$57	\$0
Wayland	Allegan County	4,167	\$200	\$53	\$0

Report ID: 14 - Expense Comparisons - 2015 General Government



Why it Matters: Total expenses have been bucketed into major categories. Public safety includes police, fire and dispatch; General Government includes all administrative functions including Clerk, IT, Assessing and Elected Officials. Public works includes water, sewer and electric (if applicable). The data includes all fund types. (n012) (o81)

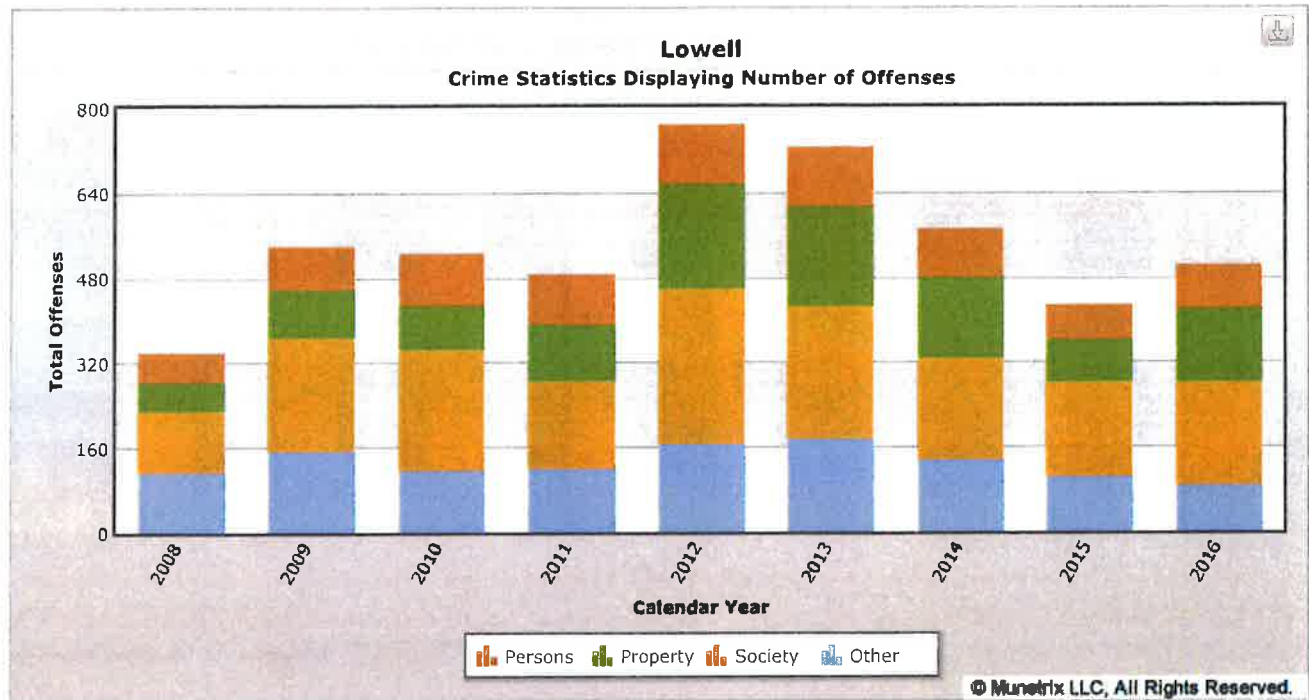
Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Municipality	County	Population	Public Works Department	General Government	Other
Coopersville	Ottawa County	4,338	\$153	\$142	\$3
Dexter	Washtenaw County	4,383	\$496	\$158	\$67
Fremont	Newaygo County	4,044	\$246	\$95	\$98
Gaylord	Otsego County	3,659	\$594	\$141	\$91
Gibraltar	Wayne County	4,525	\$127	\$122	\$0
Lathrup Village	Oakland County	4,131	\$128	\$193	\$0
Lowell	Kent County	3,984	\$359	\$143	\$0
Marine City	St. Clair County	4,145	\$177	\$154	\$100
Wayland	Allegan County	4,167	\$142	\$120	\$0

Report ID: 15 - Trust Funds Status

No detailed pension data has been entered for these municipalities.

Report ID: 16 - Crime Statistics

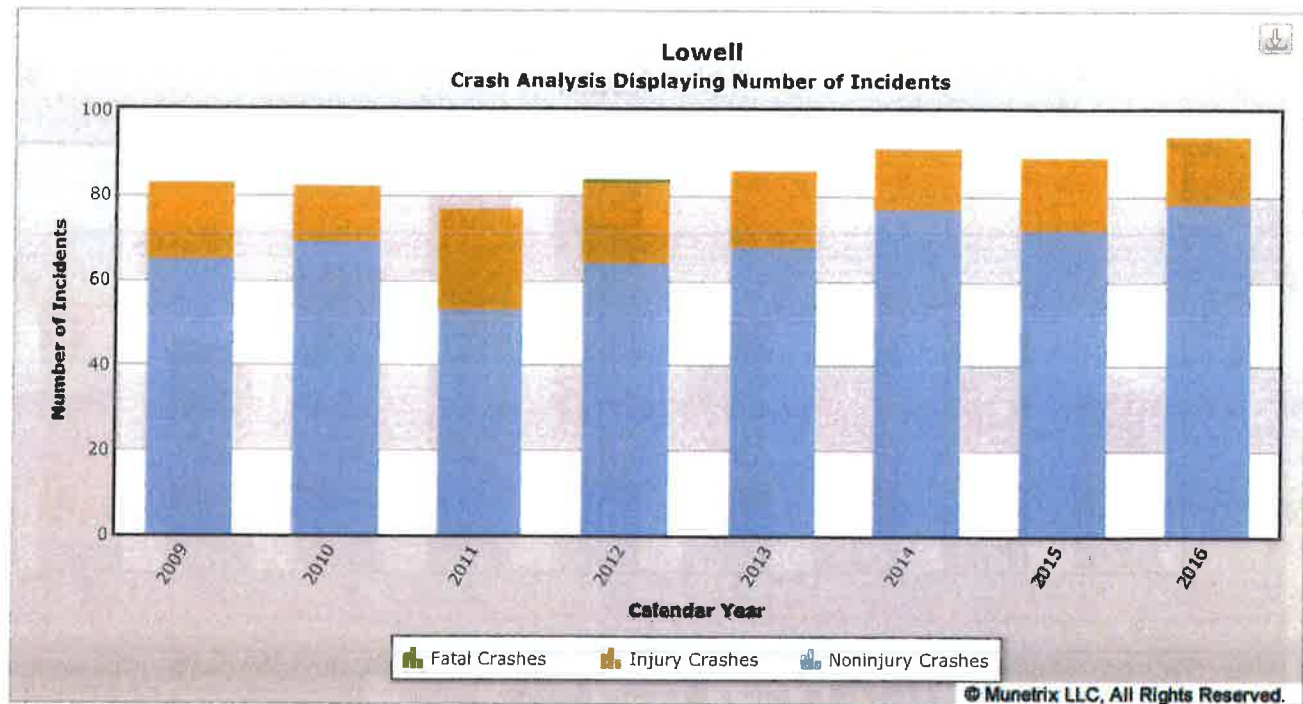


Why it Matters: Crime statistics are used by different groups for different things. On a political level, it provides a measure for the success or failure of certain criminal justice policies. On an operational level, it provides important information on how best to allocate municipal resources. From a civil society perspective, it provides indicators against which to measure criminal justice performance and therefore an important tool to hold accountability the various role-players in the criminal justice system (Institute for Security Studies). (n035) (o8)

Data Source: This data is what law enforcement agencies collect throughout the state. It is sent to the State Police, who in turn submits it to the FBI. After analysis by the FBI, the data is then made available to the public for their consumption. Since this process takes a while to complete, the data is always at least a year behind. (n034)

Crime Category	2008	2009	2010	2011	2012	2013	2014	2015	2016
Other	113	151	116	119	167	176	135	103	87
Society	116	214	227	163	291	249	191	177	192
Property	56	94	85	111	198	191	155	81	143
Persons	54	79	99	93	114	110	92	67	82
Totals	339	538	527	486	770	726	573	428	504

Report ID: 17 - Crash Incidents



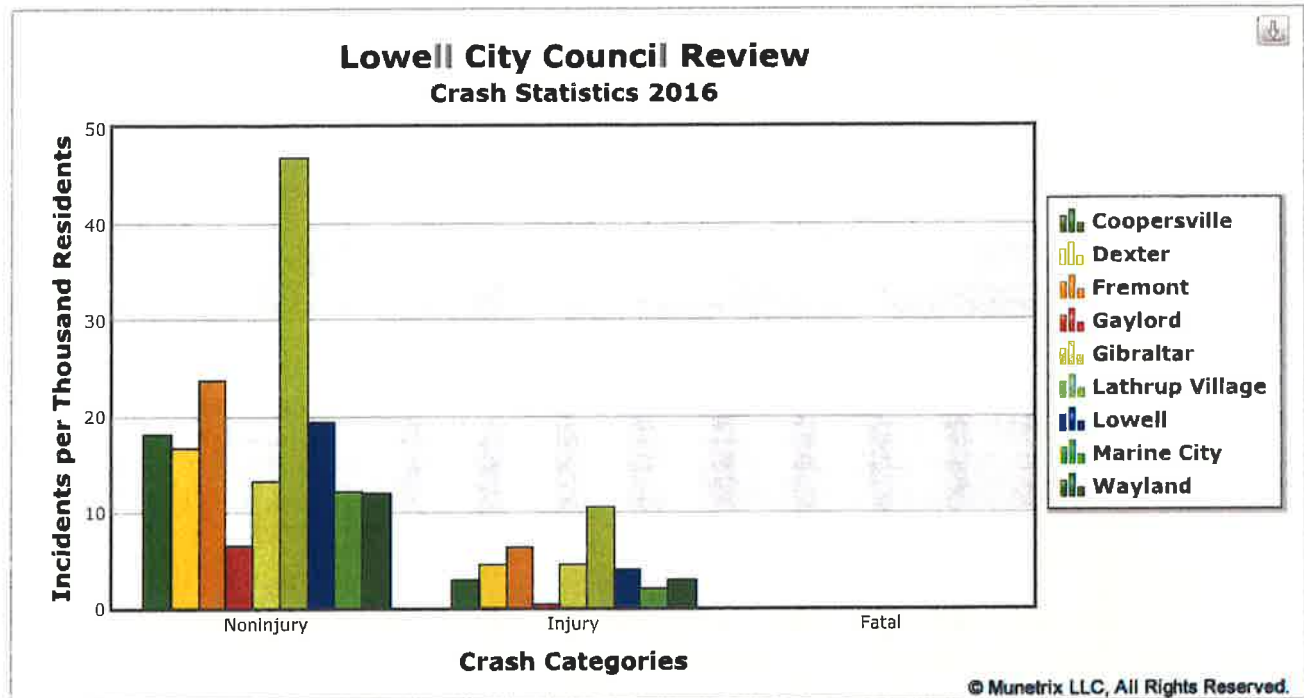
Why it Matters: Traffic Crashes are one measure used in studying the overall safety of a community, and also provides a way to understand how well public safety and road maintenance costs impact a community. (n118) (o176)

Data Source: Michigan Traffic Crash Data is provided by the Transportation Improvement Association (TIA) who receives the data from the Michigan State Police. Munetrix only publishes annual summary data. (n119)

Crash Incidents Data Table for Lowell

Incident Type	2009	2010	2011	2012	2013	2014	2015	2016
Fatal	0	0	0	1	0	0	0	0
Injury	18	13	24	19	18	14	17	16
Noninjury	65	69	53	64	68	77	72	78
Totals	83	82	77	84	86	91	89	94

Report ID: 18 - Crash Incidents Peer Comparison



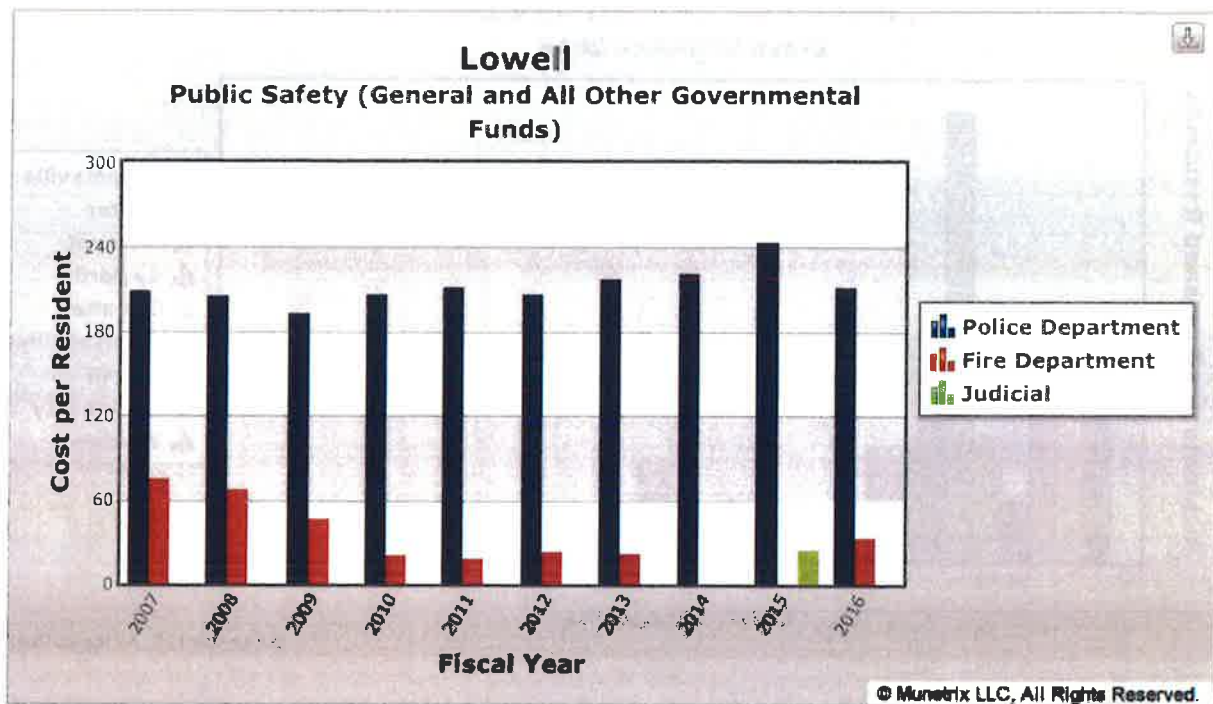
Why it Matters: Traffic Crashes are one measure used in studying the overall safety of a community, and also provides a way to understand how well public safety and road maintenance costs impact a community. (n118) (o275)

Data Source: Michigan Traffic Crash Data is provided by the Transportation Improvement Association (TIA) who receives the data from the Michigan State Police. Munetrix only publishes annual summary data. (n119)

Crash Incidents Data Table for Lowell City Council Review

Municipality	Type	Population	Noninjury Incidents	Noninjury per 1000	Injury Incidents	Injury per 1000	Fatal Incidents	Fatal per 100
Lowell	City	4,044	78	19	16	4	0	0.000
Coopersville	City	4,321	78	18	12	3	0	0.000
Dexter	City	4,420	73	17	20	5	0	0.000
Fremont	City	4,029	95	24	25	6	0	0.000
Gaylord	City	3,690	24	7	1	0	0	0.000
Gibraltar	City	4,496	59	13	20	4	0	0.000
Lathrup Village	City	4,119	193	47	43	10	0	0.000
Marine City	City	4,126	50	12	8	2	0	0.000
Wayland	City	4,206	50	12	12	3	0	0.000

Report ID: 19 - Public Safety Expenditures per Capita



Why it Matters: Just like you, expenses pay the bills. As a service provider for the community, expenses cover the costs associated with running the government and keeping the city clean, safe and to maintain the quality of life we enjoy as residents. (n037) (o16)

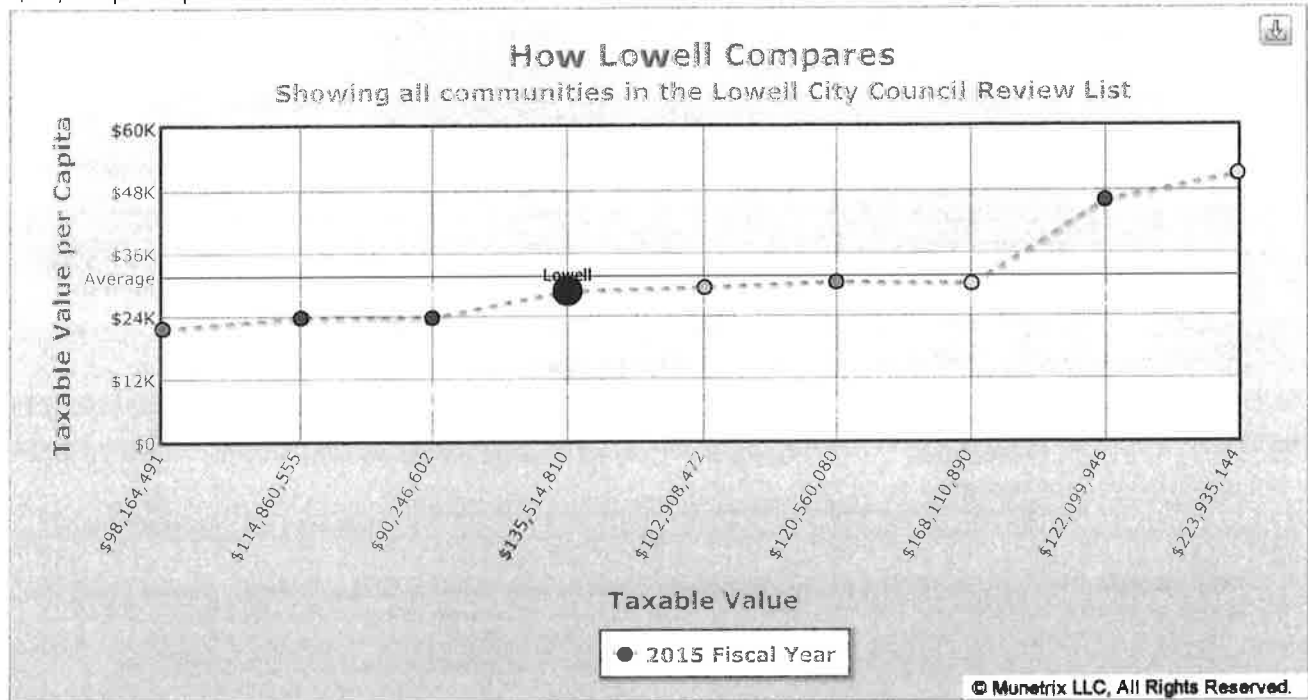
Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Function	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Police Department	209	205	193	207	211	207	217	221	244	211
Fire Department	75	68	46	21	18	23	22	0	0	33
Judicial	0	0	0	0	0	0	0	0	24	0
Totals	284	273	239	228	229	230	239	221	268	244

Report ID: 20 - How My Community Compares - Taxable Value

Overview

Of the 9 Municipalities in the Peer Group titled, Lowell City Council Review, Lowell **places 6 in terms of Taxable Value**. Lowell **places 6 in terms of Taxable Value per Capita** which is \$2,752 less than the cohort average of \$31,583 per capita.



Why it Matters: The Expenditures Analysis graph correlates the size of municipalities, as measured by Total Expenditures, and Expenditures per capita respectively. The municipality on the far right has the largest budget. The municipality on the far left has the smallest budget. The higher up you travel on the graph indicates municipalities that spend the most per capita. For comparison purposes, Capital Outlay and Extraordinary Items have been excluded from the Expenditures Calculations. (n015) (o19)

Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

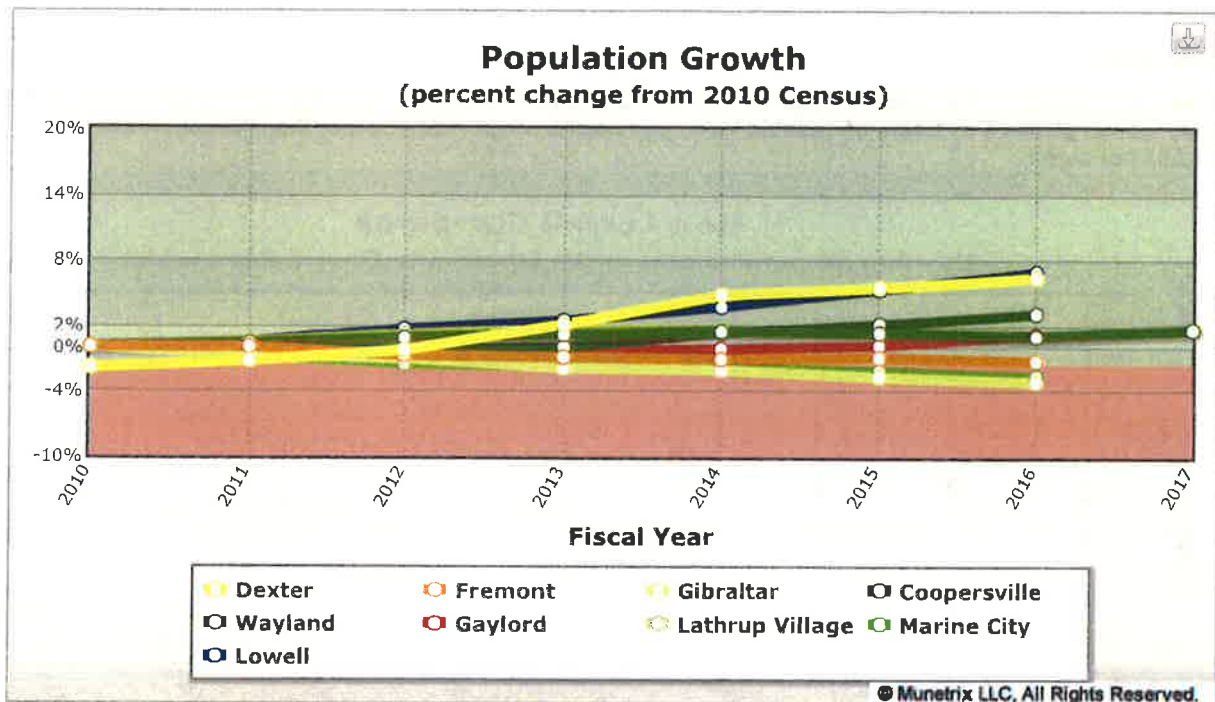
Lowell - Data Table

Municipality	Lies Within	Population	Taxable Value	¹ Peer Rank	Taxable Value per Capita	² Peer Rank
Coopersville	Ottawa County	4,338	\$102,908,472	7	\$23,723	7
Dexter	Washtenaw County	4,383	\$223,935,144	1	\$51,092	1
Fremont	Newaygo County	4,044	\$122,099,946	4	\$30,193	3
Gaylord	Otsego County	3,659	\$168,110,890	2	\$45,944	2
Gibraltar	Wayne County	4,525	\$135,514,810	3	\$29,948	4
Lathrup Village	Oakland County	4,131	\$120,560,080	5	\$29,184	5
Lowell	Kent County	3,984	\$114,860,555	6	\$28,830	6
Marine City	St. Clair County	4,145	\$90,246,602	9	\$21,772	9
Wayland	Allegan County	4,167	\$98,164,491	8	\$23,558	8

¹Rank is based on Taxable Value

²Rank is based on Taxable Value per Resident

Report ID: 21 - Change in Population

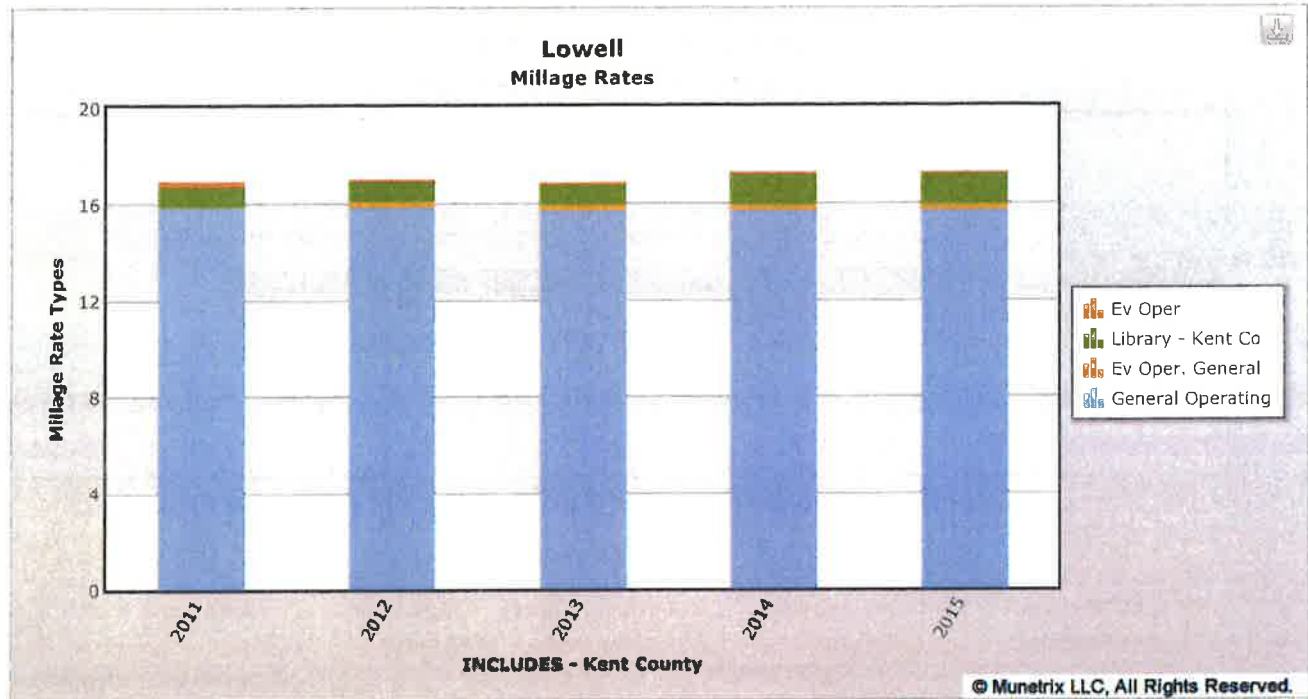


Why it Matters: It can be argued there is a correlation between population loss and fiscal problems. Population loss can result in a general weakening of a locality's economy and could be caused by a loss of a major employer, demographic shift or other factors. Local governments are often unable to reduce expenditures to match a growth decline or loss of revenue due to departing taxpayers. (n007) (o184)

Data Source: The historical data presented has been loaded from information provided by the US Census Bureau or State Department of Treasury. Current and future year data has been entered by the municipality based on current budget and forecast information, or by Munetrix from available audited or budget information found in the public domain. (n032)

Peer Group	2010	2011	2012	2013	2014	2015	2016	2017
Coopersville	0.0	0.3	0.8	1.2	1.5	1.4	1.0	1.7
Dexter	-1.9	-1.2	-0.3	2.2	4.9	5.5	6.4	0.0
Fremont	0.0	0.1	-0.8	-0.9	-1.0	-0.9	-1.3	0.0
Gaylord	0.0	-0.1	-0.4	-0.2	-0.1	0.2	1.1	0.0
Gibraltar	0.0	-0.7	-1.1	-1.9	-2.1	-2.6	-3.2	0.0
Lathrup Village	0.0	0.5	1.2	1.7	1.7	1.3	1.1	0.0
Lowell	0.0	0.6	1.6	2.4	3.8	5.3	6.9	0.0
Marine City	0.0	-0.8	-1.5	-1.7	-1.8	-2.2	-2.6	0.0
Wayland	0.0	-0.2	-0.2	0.0	1.4	2.2	3.1	0.0
Average	-0.21	-0.17	-0.08	0.31	0.92	1.13	1.39	0.19

Report ID: 22 - Millage Rates

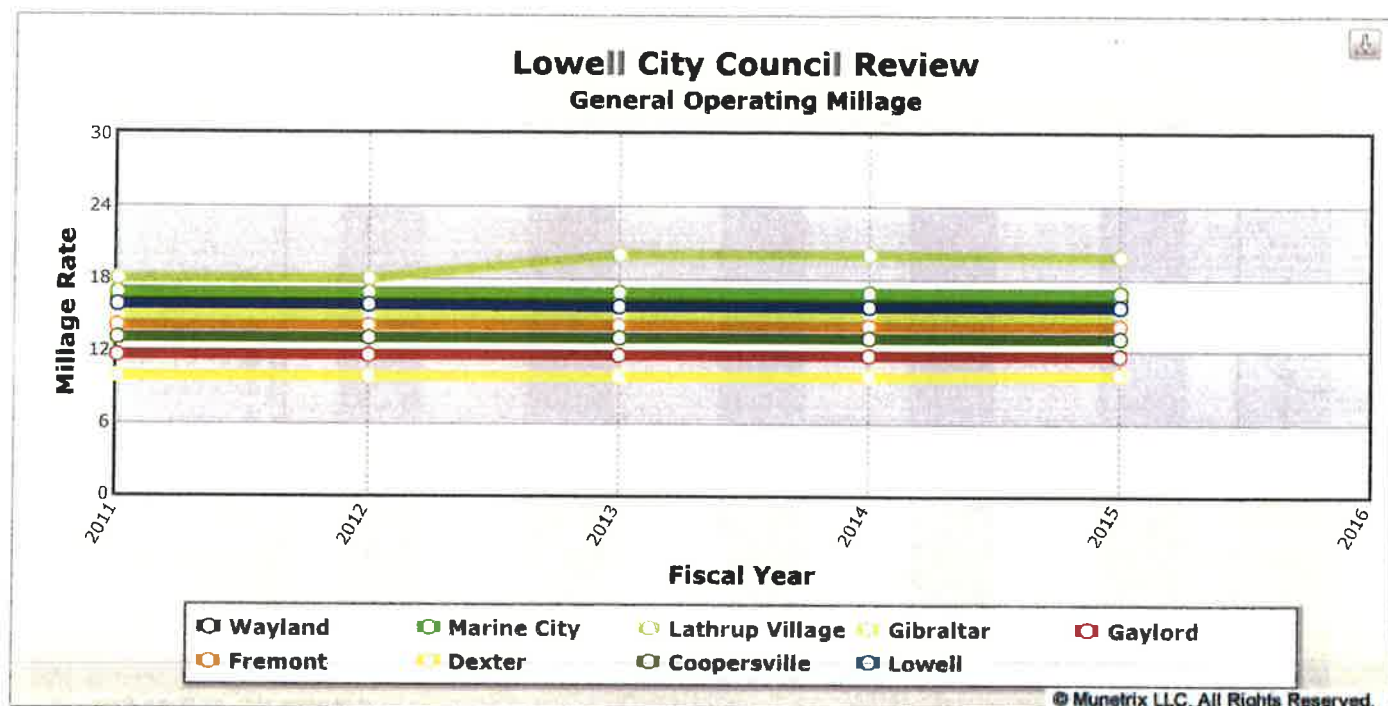


Why it Matters: The millage rate is the amount per \$1,000 used to calculate taxes on property. Millage rates are most often found in personal property taxes, where the expressed millage rate is multiplied by the total taxable value of the property to arrive at the property taxes due. (n124) (o168)

Data Source: The millage rates are batch loaded from the state treasury data files. (n125)

County	Purpose	2011	2012	2013	2014	2015
Kent County	Ev Oper	0.2424				
	Ev Oper. General		0.2424	0.2424	0.2424	0.2424
	General Operating	15.8300	15.8300	15.7000	15.7000	15.7000
	Library - Kent Co	0.8800	0.8800	0.8800	1.2800	1.2800

Report ID: 23 - Operating Millage

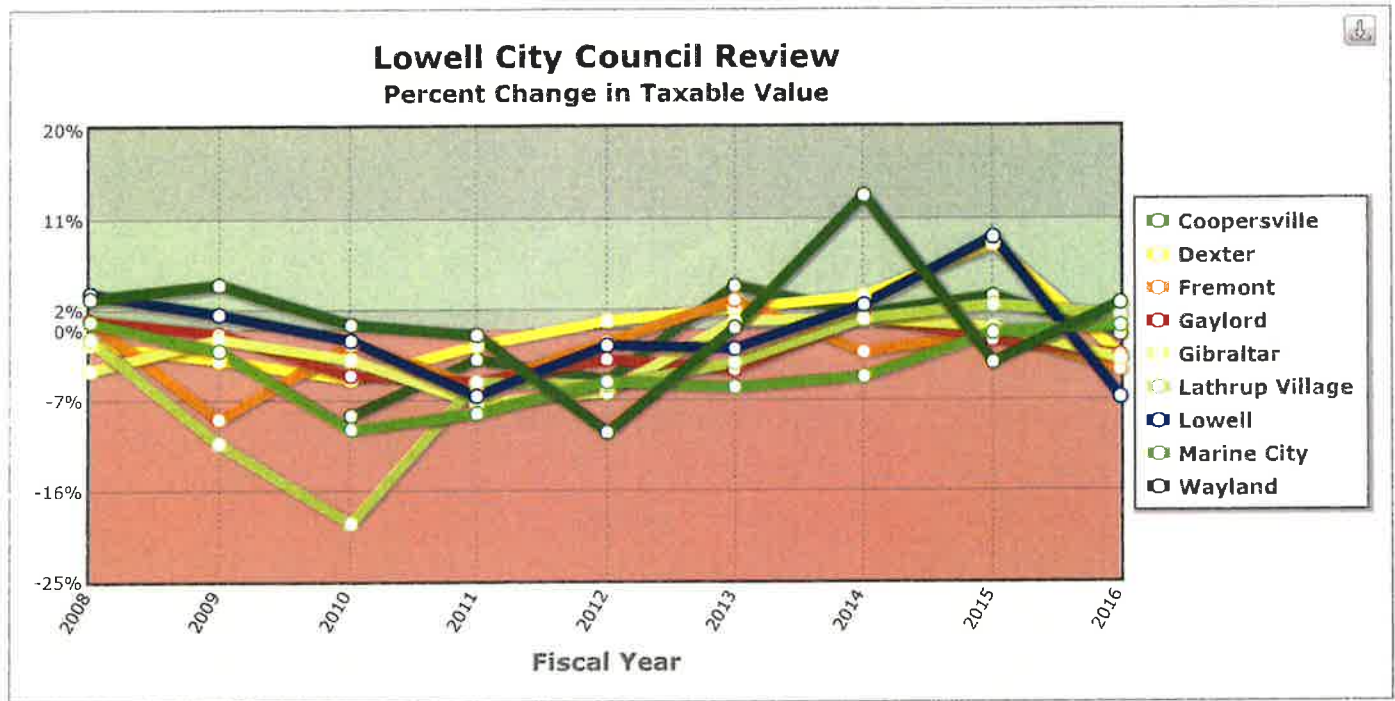


Why it Matters: The operating millage includes general operation millage and debt service collected by taxes. It does not include library millages, public safety, and other services where a dedicated millage is collected for these services. It does not include school pass through, county collections or regional transportation. Operating millage comparisons do not take into account differing burdens of Commercial versus Residential taxes and may not indicate comparable tax burdens on residents. (n005) (o101)

Data Source: The historical data presented has been loaded from information provided by the US Census Bureau or State Department of Treasury. Current and future year data has been entered by the municipality based on current budget and forecast information, or by Munetrix from available audited or budget information found in the public domain. (n032)

Peer Group	2011	2012	2013	2014	2015	2016
Coopersville	13.0	13.0	13.0	13.0	13.0	0.0
Dexter	9.8	9.8	9.9	9.9	10.0	0.0
Fremont	14.0	14.0	14.0	14.0	14.0	0.0
Gaylord	11.6	11.6	11.6	11.6	11.6	0.0
Gibraltar	15.0	15.0	15.0	15.0	15.0	0.0
Lathrup Village	18.0	18.0	20.0	20.0	19.8	0.0
Lowell	15.8	15.8	15.7	15.7	15.7	0.0
Marine City	16.9	16.9	16.9	16.9	16.9	0.0
Wayland	16.4	16.4	16.4	16.4	16.4	0.0
Average	14.5	14.5	14.71	14.71	14.71	0

Report ID: 24 - Change in Taxable Value



Why it Matters: Much as with population growth, there is a relationship between taxable value of a unit and its fiscal health. Since many local governments rely heavily upon property taxes, it follows that decreases in taxable value will require adjustments in expenditures. Two-year growth periods of real taxable value for each unit are computed for the fiscal scoring computation. (n010) (o102)

Data Source: Historical Revenue & Expense data has been loaded from state available public data that each municipality files annually, and includes all fund types. Future Year data is loaded from the community's own budget or forecast projections and typically only includes General and other Governmental Funds. (n016)

Data Table for Lowell City Council Review Percent Change in Taxable Value

Municipality	2008	2009	2010	2011	2012	2013	2014	2015	2016
Coopersville			-8.6	-3.0	-5.1	4.3	1.5	3.1	-0.6
Dexter	-1.5	-3.1	-5.0	-1.7	0.8	2.0	3.3	8.5	-2.6
Fremont	1.0	-8.9	-1.5	-5.6	-1.3	2.9	-2.3	-0.4	-4.0
Gaylord	0.9	-0.5	-4.6	-5.2	-3.1	-4.1	1.1	-1.1	-2.7
Gibraltar	-4.1	-1.0	-3.1	-7.3	-6.4	0.7	1.0	0.0	-3.1
Lathrup Village	-1.0	-11.4	-19.3	-5.2	-5.7	-3.4	0.9	2.3	1.3
Lowell	3.5	1.5	-1.2	-6.7	-1.6	-2.0	2.4	9.1	-6.9
Marine City	0.8	-2.1	-9.9	-8.4	-5.3	-5.7	-4.8	-0.5	0.2
Wayland	3.1	4.4	0.4	-0.6	-10.3	0.0	13.3	-3.4	2.6



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: November 17, 2017
TO: Mike Burns, City Manager MB
FROM: Rich LaBombard, DPW Director
RE: Water Asset Management Plan

Per the requirements of the Michigan Safe Drinking Water Act 399, Rule 1606, the City is required to prepare an asset management plan for the community drinking water supply by January 1, 2018. The purpose of a water asset management plan is to assist the City with making good decisions on caring for the municipal water system, particularly as the system of pipes, valves, tanks, pumps, wells, hydrants and treatment facilities age and deteriorate. Over time, these components lose value, reliability decreases, and the level of service expected by our customers may be compromised. In addition, operation and maintenance costs increase as the system ages, and the management of the associated repair and maintenance costs has to be approached systematically in order to project the financial needs to maintain the system and maintain reliability.

The City has requested Prein & Newhof submit a proposal for prepare the Water Supply System Asset Management Services per the requirements of the Department of Environmental Quality. The deadline for implementing the asset management plan is January 1, 2018 and Prein & Newhof is able to meet the deadline.

Prein & Newhof proposes to perform the service for a not-to-exceed amount of \$9,670 and will begin work immediately upon authorization.

Funding for this activity were not budgeted; however, this is a DEQ mandated activity and funds will be made available in:

- **Water Fund Administration, Professional & Contractual, Professional Services - 591-573-801**

I recommend City Council accept Prein & Newhof's proposal to prepare the City's Water Asset Management Plan for a fee not to exceed \$9,670.00 and further request City Council to authorize the City Manager to execute any contracts or agreements that may be required for this service.

November 8, 2017
2130546

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

RE: Proposal for Water Supply System Asset Management Services

Dear Mike:

Prein&Newhof is pleased to submit this proposal for Asset Management Services for the City of Lowell Water Supply System. The scope of this project is to create a foundational Asset Management Plan that will efficiently meet the current MDEQ requirements and allow you to add data/functionality as time and resources allow in the future.

Project Understanding

Michigan's Safe Drinking Water Act was recently amended with additional General Plan requirements for Community Water Supplies such that communities serving more than 1,000 people shall submit a Water Asset Management Plan and implement an Asset Management Program by January 1, 2018 for all functionally and financially significant assets. In accordance with the requirements, the Asset Management Plan shall include:

- A pipe and non-pipe assets inventory.
- A methodology for assessing the criticality of each asset considering the likelihood and consequence of failure.
- A statement of level of service goals.
- An updated 5 and 20 year Capital Improvement Plan.
- A financial plan showing how rates and other funding will provide sufficient resources to implement the asset management program.

Scope of Services

Task 1: Inventory and Condition Assessment

The City's System assets include the following:

- Water Supply – wells, pump station, booster stations, control valves, and transmission mains.
- Treatment –pumps, specific process components, softening, and chlorination equipment.

- Storage – above ground storage tanks.
- Buildings – structural buildings housing treatment facilities and site infrastructure.
- Distribution – distribution mains, valves, and hydrants. (does not include services)
- Electrical and Communications – SCADA and control panels.

We propose to:

- a. Use the most recent Water Reliability Study (WRS) and an electronic version of the model used in the study.
- b. Obtain a copy of your recent Sanitary Survey completed by the Michigan Department of Environmental Quality (MDEQ).
- c. Develop your asset inventory using information included in the WRS model and Sanitary Survey.
- d. Use the water distribution map currently in REGIS.
- e. Meet with City staff to review the asset inventory and advise you on how to populate any required additional information or anything else you may want to include in your Asset Management Plan. Examples of required information include, purchase or installation year, purchase price, risk of failure rating, consequence of failure rating, and material.
- f. If necessary, a second meeting will occur to obtain any additional information based on your institutional knowledge of the system.

Task 2: Criticality, Risk of Failure, Consequence of Failure, and Level of Service

We will work with City staff to develop level of service goals and to assess criticality, considering their failure risk and consequence of failure.

This involves the following:

- a. When we meet with staff to discuss your inventory, we can cover your level of service goals. This can include a focus on domestic and fire flows, existing and future service districts, available pressures, system reliability, redundancy, leaks in the system, water quality concerns, staffing, and other service goals for the system.
- b. We will guide the City's staff in assigning risk and consequence of failure ratings for each asset. We use these ratings to create a criticality map in GIS. We have not included on-site condition assessments or inspections in the current scope of services.

Task 3: Prepare Asset Management Plan

This is where we review your current revenue structure, develop your 5 and 20 year Capital Improvement Plans and develop a summary report of our findings to support your Asset Management Plan.

It is our understanding that the City will be contracting with Tom Traciak and his firm H.J. Umbaugh & Associates for the Financial Plan work. Umbaugh is a CPA firm specializing in bond financing and rate studies. Tom, as well as Umbaugh as a firm, is registered with the

SEC as Municipal Advisors, which means they are able to model future debt scenarios as necessary. Umbaugh will review the current budget and will forecast revenue requirements in support of the future capital cost identified through the asset management evaluation.

We recommend the following steps in collaboration with the financial consultant:

- a. Meet with City staff to discuss the results of tasks 1 and 2 and develop a 5 and 20 year Capital Improvement Plan.
- b. Meet with Umbaugh to evaluate your current rate structure, O&M costs, and your goals to prepare a financial plan/policy for implementing the Asset Management Plan.
- c. Create an Asset Management Plan including:
 - o Water Distribution System Map
 - o Pipe Assets Summary
 - o Non-pipe Assets Summary
 - o Criticality Map methodology summary
 - o Statement of Level of Service Goals
 - o 5 and 20 year Capital Improvement Plan
 - o Financial Plan/Policy
- d. Presentation of Asset Management Plan to City Council for approval
- e. Final Report (MDEQ submittal)

Fees and Schedule

Prein&Newhof proposes to perform the services described above for a not-to-exceed amount of \$9,670. We can begin work immediately upon authorization.

We appreciate the opportunity to provide you with this proposal. Please contact me if you have any questions

Sincerely,

Prein&Newhof



Brian G. Vilmont, P.E.

cc: Mr. Rich LaBombard – City of Lowell

Complaint Book Total												171	352	548	746	964	1173	1389	1601	1820	2063		
Activity	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Year Total										
Total Arrests	27	16	26	26	27	19	30	20	54	23			268										
Alcohol (MIP/Open Intox)	2	1	0	1	1	0	1	0	4	0			10										
Drug Law Violations	2	2	4	6	4	1	2	2	7	2			32										
Drunk Driving	0	1	4	0	2	0	2	2	6	0			17										
Suspended License	5	2	7	3	2	1	6	1	9	1			37										
Warrant Arrest	16	7	7	7	8	11	10	7	16	10			99										
Other Arrests	2	3	4	9	10	6	9	8	12	10			73										
Assault	2	0	1	0	3	1	0	1	3	2			13										
Assault (Civil/Verbal)	3	4	1	3	4	4	8	1	4	10			42										
Assault (Domestic)	3	2	0	1	2	0	4	7	1	6			26										
Assist from Other Agency	5	7	5	4	10	12	9	4	13	10			79										
Assist to Other Agency	10	14	7	14	15	10	24	20	13	23			150										
Assist to Citizen	44	50	35	40	41	46	43	41	47	60			447										
Breaking & Entering	0	0	0	2	1	1	0	1	1	3			9										
Disorderly Conduct	2	2	4	2	5	6	3	5	8	5			42										
Dog/Animal	1	1	4	4	3	2	3	6	7	3			34										
Larceny	3	9	7	2	7	13	11	7	8	7			74										
Malicious Destruction	1	1	3	2	1	3	3	0	1	3			18										
Motorist Assist	7	4	7	10	13	5	6	6	13	11			82										
Ordinance Violations	10	2	8	7	13	15	16	16	9	7			103										
Accident Total	9	14	9	12	14	12	13	13	13	19			128										
{Property Damage}	9	14	8	12	12	10	10	12	10	19			116										
{Personal Injury}	0	0	1	0	2	2	3	1	3	0			12										
Citations Issued	23	35	55	50	38	27	31	38	48	29			374										
Traffic Stops: Warned	93	72	161	159	132	115	116	98	110	126			1182										
Total # of Traffic Stops	102	88	203	186	142	119	128	112	129	141			1350										

**AGENCIES ASSISTING
LOWELL POLICE DEPARTMENT
OCTOBER 2017**

COMPLAINT #	DATE	INCIDENT	AGENCY	STATUS
17-1834	10/3/17	MISSING CHILD	KCSD	ASSISTED
17-1844	10/4/17	INJUNCTIVE ORDER VIOLATION	MSP	BACK-UP
17-1905	10/12/17	DOMESTIC ASSAULT	KCSD	BACK-UP
17-1953	10/18/17	TRESPASSING	KCSD	BACK-UP
17-1963	10/18/17	SUICIDAL SUBJECT	LOWELL AMBULANCE	ASSISTED
17-2006	10/24/17	VERBAL DOMESTIC	KCSD	BACK-UP
17-2008	10/24/17	WARRANT ARREST	IONIA COUNTY	ASSISTED
17-2034	10/27/17	WARRANT ARREST	MSP	BACK-UP
17-2045	10/28/17	DOMESTIC ASSAULT	KCSD	BACK-UP
17-2054	10/29/17	DISORDERLY	KCSD	BACK-UP

LOWELL POLICE DEPARTMENT ASSISTING OTHER AGENCIES

OCTOBER 2017

17-1830	10/3/2017	UNKNOWN ACCIDENT	KCSD	ASSIST	VERGENNES
17-1852	10/5/2017	DISORDERLY	KCSD	ASSIST	CITY OF LOWELL
17-1853	10/5/2017	CHECK WELL-BEING	CPS	ASSIST	CITY OF LOWELL
17-1855	10/5/2017	ABANDONDED VEHICLE	IONIA COUNTY	ASSIST	CITY OF LOWELL
17-1882	10/9/2017	RETAIL FRAUD	KCSD	BACK-UP	LOWELL
17-1883	10/9/2017	CHILD REMOVAL	CPS	ASSIST	CITY OF LOWELL
17-1887	10/9/2017	INTERVIEW SUBJECT	KCSD	ASSIST	CITY OF LOWELL
17-1888	10/9/2017	DISORDERLY	KCSD	BACK-UP	LOWELL
17-1911	10/12/2017	INTERVIEW SUBJECT	OTTAWA CO	ASSIST	CITY OF LOWELL
17-1920	10/13/2017	CHECK WELL-BEING	CPS	ASSIST	CITY OF LOWELL
17-1924	10/13/2017	CHILD CUSTODY	KCSD	BACK-UP	LOWELL
17-1926	10/13/2017	USE OF MARIJUANA / UNFOUNDED	KCSD	ASSIST	LOWELL
17-1927	10/14/2017	CHECK WELL-BEING	GRPD	ASSIST	CITY OF LOWELL
17-1934	10/15/2017	PANHANDLERS	KCSD	BACK-UP	LOWELL
17-1952	10/17/2017	RETAIL FRAUD	KCSD	ASSIST	LOWELL
17-1974	10/19/2017	STALKING	KCSD	BACK-UP	CITY OF LOWELL
17-1976	10/20/2017	LARCENY	KCSD	ASSIST	CITY OF LOWELL
17-1992	10/21/2017	RETAIL FRAUD	KCSD	BACK-UP	LOWELL
17-1995	10/22/2017	VERBAL DOMESTIC	KCSD	BACK-UP	LOWELL
17-2002	10/23/2017	DOMESTIC ASSAULT	KCSD	BACK-UP	LOWELL
17-2016	10/24/2017	SUICIDAL SUBJECT	KCSD	BACK-UP	VERGENNES
17-2023	10/25/2017	INTERVIEW SUBJECT	CPS	ASSIST	CITY OF LOWELL
17-2037	10/27/2017	POSSIBLE B&E	KCSD	BACK-UP	LOWELL

**MONTHLY COMPARISON TOTALS
OCTOBER 2016 AND 2017**

ACTIVITY	OCTOBER	2016 YEAR-TO-DATE	OCTOBER	2017 YEAR-TO-DATE
Total Arrests	27	243	23	268
Alcohol (MIP/Open Intox)	0	19	0	10
Drug Law Violations	0	34	2	32
Drunk Driving	2	19	0	17
Suspended License	5	40	1	37
Warrant Arrest	11	64	10	99
Other Arrests	9	67	10	73
Assault	0	9	2	13
Assault (Verbal)	3	46	10	42
Assault (Domestic)	3	22	6	26
Assist from Other Agency	9	79	10	79
Assist to Other Agency	10	116	23	150
Assist to Citizen	51	368	60	447
Breaking & Entering	3	17	3	9
Disorderly Conduct	5	37	5	42
Dog Complaints	3	32	3	34
Larceny	7	67	7	74
Malicious Destruction	2	27	3	18
Motorist Assist	15	130	11	82
Ordinance Violations	17	164	7	103
Accident Total	13	114	19	128
{Property Damage}	10	100	19	116
{Personal Injury}	3	14	0	12
Citations Issued	17	222	29	374
Traffic Stops: Warned	84	844	126	1182
# of Traffic Stops Made	94	380	141	1350
TOTAL COMPLAINTS	234	2056	243	2063

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 11/2/2017 4:25:16 PM



Incident Count per User-Defined Fields for Date Range

Start Date: 10/01/2017 | End Date: 10/31/2017

ANSWERS		# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)		
0		49
00		1
000		1
USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)		
0		50
00		1
USER-DEFINED FIELD: Hose 3 inch Feet used (Required)		
0		51
USER-DEFINED FIELD: Hose 5 inch feet used (Required)		
0		51
USER-DEFINED FIELD: Hand Tools Used (Required)		
0		48
1		1
2		1
brooms, shovels, oil dry		1
USER-DEFINED FIELD: Rescue Tools Used (Required)		
0		50
cutters, spreaders		1
USER-DEFINED FIELD: Water used (gal) (Required)		
0		51

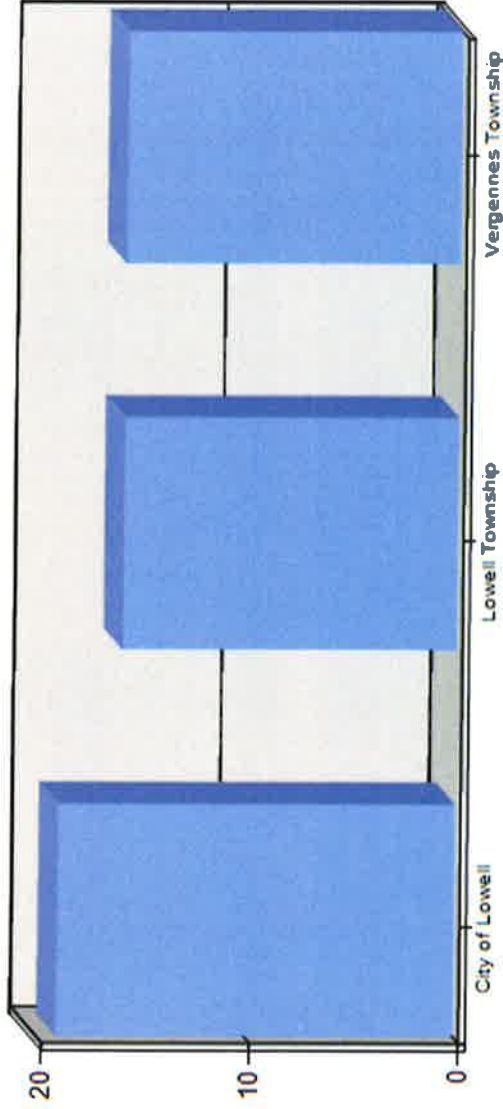
Lowell Area Fire Dept.

Lowell, MI

This report was generated on 11/2/2017 4:21:52 PM



Incident Count per Zone for Date Range
Start Date: 10/01/2017 | End Date: 10/31/2017



ZONE	# INCIDENTS
City of Lowell - City	19
Lowell Township - Lowell Township	16
Vergennes Township - Vergennes Township	16
TOTAL:	51

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 11/2/2017 4:23:51 PM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 10/01/2017 | End Date: 10/31/2017

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	19	16:30
Lowell Township - Lowell Township	16	25:24
Vergennes Township - Vergennes Township	16	47:50
TOTAL	51	89:44



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

Friday, November 03, 2017

Fire Authority Board:

We responded to 51 total incidents for the month of October.

The project of tuck point repair and sealing the building is done.

The new brush truck has been ordered. We are looking at mid to late November according to Berger Chev.

Our fire prevention open house was October 14th (Saturday) from 11-1. Although we had wet rainy weather, we were pleased with the turn-out. The plan is to hold this event the same weekend has harvest festival again next year.

The new UTV has arrived. We are not sure how long this program will go on with Platinum. With that in mind we would like you to consider purchasing a UTV in the next budget year. The cost would be about \$12,000.00

Bids specs were re sent due do some manufacturers not receiving them. The new bids were due into city hall by October 30th at 4 pm with a public opening at 4:30 pm at the fire station. We did receive 4 bids from 3 different manufacturers.

Lt. Krueger was offered, and accepted, a full time position with Kentwood fire. He will be required to resign from our department and then reapply after his 1 yr. probation if he so chooses.

With the holidays just around the corner we have decided to adopt one family this year. We will be collecting donations from the team once again. This will allow us to buy gifts and food for a local family and then invite them to the station for a tour and to receive the gifts.

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

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

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

Respectfully, Ron van Overbeek

Fire Chief, Lowell Area Fire Dept.

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI 49331

Phone: 616-897-5929 Fax: 616- -

Posted Totals by Invoice Number

Report Date: 11/01/2017

Period From: 10/01/2017 To: 10/31/2017

Invoice Number	Date	Name	Tax	Total	Balance Due
001200	10/03/2017	Street Dept.	0.00	94.50	
001201	10/05/2017	Cemetery, organization	0.00	48.77	
001202	10/05/2017	Police	0.00	78.75	
001203	10/05/2017	Police	0.00	48.27	
001204	10/09/2017	Water Distribution	0.00	961.01	
001205	10/06/2017	Water Distribution, Organization	0.00	615.00	
001206	10/06/2017	Water Distribution, Organization	0.00	157.50	
001207	10/09/2017	Police	0.00	527.41	
001209	10/13/2017	Water Distribution	0.00	93.76	
001210	10/23/2017	Equipment	0.00	1,429.34	
001211	10/24/2017	Equipment	0.00	131.82	
001212	10/25/2017	Police	0.00	49.94	
001214	10/26/2017	Equipment	0.00	93.10	
001216	10/27/2017	Police	0.00	47.69	
001217	10/30/2017	Police	0.00	535.58	
Grand Totals:			0.00	4,912.44	0.00

Time Allocation Per Department

Week	Straight time					Overtime					Emergency Call Out					Standby				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
City Hall		4																		
Cemetery																				
Public Works	9	16.3	11.5	6.25																
Sidewalks																				
Parks																				
Library																				
Fire																				
Maj. Maint.																				
Maj. Traffic																				
Maj. Winter(Plowing)																				
Loc. Maint.	0.5																			
Loc. Traffic																				
Loc. Winter (Plowing)																				
D.D.A.	2	1.5	4.5																	
WW Plant																				
Sewer Mains																				
Water Plant		0.75	2	3																
Water Mains	0.5	2.5	0.75	2.5																
Equip. Maint.	22.5	15	21.3	26.3		0.75	0.5													
Sick Leave				2																
Vacation																				
PPH	5.5																			
Holiday																				
Totals Hrs. Per Week	40	40	40	40		0.75	0.5													

Straight time
Overtime
Call Out
Stand By

Totals Hrs. For Month

160
1.25

CITY OF LOWELL
REPORT FOR : OCTOBER
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 18.1352 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: OCTOBER TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 283 HOURS, WHICH RESULTED IN
331.5 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 164.63

ELECTRICAL COST PER MILLION GALLONS: \$ 240.33

TOTAL COST PER MILLION GALLONS: \$ 404.96

WATER PRODUCTION

DAILY AVERAGE: 0.585

DAILY MAXIMUM: 0.804

DAILY MINIMUM: 0.447

THE AVERAGE PLANT OPERATION TIME WAS 9.129 HOURS PER DAY.

October 2017 Sexton's Report

Total of Burials: 2 of those were: full: 0 cremations: 1 Infant: 1 Year to date 34

Oakwood: Spent 251.5 hr's

Mowed and chewed a lot of leaves.

- Whipped areas that needed it.
- Emptied the trash barrels again.
- Started to empty urns and turning them over.
- Routine maint. on mowers
- Made sure all bushes were trimmed.
- Helped a few people find a relative buried here.
- Since it was so dry we watered all trees with saucers a lot.

CITY Hall – LPD: Spent 9 hr's mowing, changing light bulbs, and un-plugging 2 sinks.

Englehardt Library: Spent 27.5 hr's doing the following:

- Filled soap dispensers in women's bathroom.
- Trimmed the hedges.
- Mowed and chewed up leaves.

D.P.W. Spent 173.25 hr's Morning meetings, chewing up leaves. My talented crew did most of the remodel work to transform the office area.

D.D.A. Spent 61.5 hr's doing the following:

- Chewed a lot of leaves and hauled them away.
- Cleaned up more of the planting beds, weeds still needing to be pulled.
- Mowed as needed.

Museum: Spent 2.25 hr's mowing, trimming and raking up leaves. We also re-did the narrow strip of grass on west side.

Loc. Maint. 6 hr's chewing along curbs and watered trees.

Parks: 25.5 hr's edging Richards Park sidewalk chewing leaves picking up sticks.

August 2017 Sexton's Report

Total of Burials: 1 of those were: full:1 cremations: 0 Year to date 27

Oakwood: Spent 240.25 hr's

- Mowing
- Watered the graves we sodded / seeded this year. Also kept front sign area and cannon area watered so it looked nice.
- Spent time doing routine maintenance on the mowers
- Helped a few people locate their relatives buried here.
- Learned how to use a new tool we now have for the Bobcat that grabs into the brush pile making it a lot easier to load our debris for the dump.
- Began whipping the cemetery again.
- Finished putting new chips around spruce trees but had to weed many of them first.

CITY Hall – LPD: Spent 17.25 hr's mowing and trimming. Changed a few bulbs.

Englehardt Library: Spent 51.5 hr's doing the following:

- Weeding around the building and tree saucers
- Worked on the 2 outside projects.
- Mowed and trimmed each week..

D.P.W. Spent 50.75 hr's joining in the morning meetings, my crew started painting Inside. Also cleaning up the 4 welcome to Lowell signs.

D.D.A. Spent 102.25 hr's

- Mowed and trimmed each week
- Weeding all the planting beds and the cracks
- We began to dead headed all the daylilies often.
- Sprayed weeds in cracks of the sidewalks.
- Needed to hand water annual flowers when it was so hot.

Museum: Spent 16 hr's mowing, trimming and weeding also tied parts of the Arbs together near the top to keep them looking better.

Parks: spent 15.5 hr's watering and pruning trees.

Loc. Maint.:7 hr's watering young trees.

Fire Station; 23.25 hr's Trimming and weeding around the place.

September 2017 Sexton's Report

Total of Burials: 5 of those were: full: 1 cremations: 4 Year to date 32

Oakwood: Spent 156.5 hrs

- Finished another cycle of weed whipping the entire cemetery.
- Mowing often, when dry enough due to heavy dew this season.
- Emptied all the trash barrels
- Helped a few people with questions about relatives buried here.
- Worked on mowers, ie. Sharpening blades and cleaning them out.
- Tried to keep weeds from the tree saucers. Set traps for moles.
- Continued to pick up branches and sticks from wind and squirrels playing around in the trees.
- Watered all young trees since its been so dry.

CITY Hall – LPD: Spent 8.5 hr's Mowed and trimmed each week. Lowered flags and raised them, and weeded. Changed a few lights as well.

Englehardt Library: Spent 53.5 hr's doing the following:

- Mowed and trimmed each week.
- Spent time pulling weeds again around the building.
- Did all the repair work around the deck seeding and mulching it.
- Changed a few bulbs too.

D.P.W. Spent 20.5 hr's Morning meetings and weeding the 4 signs plus painting in the office areas.

D.D.A. Spent 76 hr's doing the following:

- Mowed and trimmed each week.
- Sprayed weeds in cracks and tree saucers a few times.
- Weeded and dead headed daylilies, replaced some sad looking petunias with some yellow pansies.
- Lowered then raised the flags.

Museum: Spent 4.25 hr's mowing, trimming and weeding.

Parks: 10 hours watering trees and picking up sticks.

Local Maint. 9 hours watering trees along roads.

CITY OF LOWELL - PERMIT LIST

OCT

11/03/2017

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB17901491	620 HIGH ST SE	10/03/2017	41-20-02-286-005	DETACHED ACCESSORY	150.00	10,000
PB17901524	900 GRINDLE DR SE	10/09/2017	41-20-01-101-035	RE ROOF	65.00	8,514
PB17901528	1012 E MAIN ST SE	10/09/2017	41-20-01-306-001	RE ROOF	65.00	7,000
PB17901519	312 E MAIN ST SE	10/11/2017	41-20-02-430-014	REMOVE ADDITION TO I	50.00	1,500
PB17901495	1358 HIGHLAND HILL DR SE	10/11/2017	41-20-01-178-007	RESIDENCE	631.00	217,699
PB17901615	823 AVERY ST SE	10/23/2017	41-20-01-153-014	ADDITION TO RESIDENC	215.00	68,840
PB17901586	2222 W MAIN ST SE	10/26/2017	41-20-03-385-026	SIGNS - MARATHON	50.00	7,200
PB17901576	523 AMITY ST SE	10/30/2017	41-20-02-189-001	EGRESS WINDOWS - 2	100.00	7,000
PB17901617	1301 BOWES ST SE	10/31/2017	41-20-03-478-024	ADDITION TO WAREHO	495.00	149,848

Total Permits: 9

Total Fee Amount: 1,821.00

Total Const. Value: 477,601

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE17901577	115 S BROADWAY ST SE	10/02/2017	41-20-02-409-018		145.00	0
PE17901622	1800 W MAIN ST SE	10/10/2017	41-20-03-451-001	LOT 45	66.00	0
PE17901623	1800 W MAIN ST SE	10/10/2017	41-20-03-451-001	LOT #25	60.00	0
PE17901659	125 JAMES ST SE	10/16/2017	41-20-01-155-001	RESIDENCE W/FINISHED	242.00	0
PE17901721	1358 HIGHLAND HILL DR SE	10/23/2017	41-20-01-178-007	RESIDENCE	246.00	0
PE17901746	920 HIGH ST SE	10/26/2017	41-20-01-155-001	RESIDENCE	242.00	0
PE17901748	2222 W MAIN ST SE	10/26/2017	41-20-03-385-026	SIGNS MARATHON	80.00	0

Total Permits: 7

Total Fee Amount: 1,081.00

Total Const. Value: 0

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM17902469	1275 SIBLEY ST SE	10/03/2017	41-20-03-429-020	New furnacePlease note: La	80.00	0
PM17902470	990 N HUDSON ST SE	10/03/2017	41-20-02-127-015	Furnace , AC and humidifier	120.00	0

CITY OF LOWELL - PERMIT LIST

OCT

11/03/2017

PM17902526	1218 HIGHLAND HILL DR SE	10/05/2017	41-20-01-178-029	New Construction HVAC	210.00	0
PM17902629	1359 HIGHLAND HILL DR SE	10/17/2017	41-20-01-178-040	New Construction HVAC	215.00	0
PM17902645	125 JAMES ST SE	10/18/2017	41-20-01-155-001		190.00	0
PM17902691	1245 JANE ELLEN DR SE	10/23/2017	41-20-03-433-012	Replace furnace and add A/C	110.00	0
PM17902748	195 S CENTER ST SE	10/27/2017	41-20-02-355-035	Replace furnace	80.00	0
Total Permits:		7				
Total Fee Amount:		1,005.00				
Total Const. Value:		0				

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP17901210	1501 DEBORAH DR SE	10/13/2017	41-20-03-401-015	New bathtub & faucet at 151	60.00	0
PP17901209	1501 DEBORAH DR SE	10/13/2017	41-20-03-401-015	New bathtub & faucet at 150	60.00	0
PP17901201	1358 HIGHLAND HILL DR SE	10/17/2017	41-20-01-178-007	NEW HOME	234.00	0
Total Permits:		3				
Total Fee Amount:		354.00				
Total Const. Value:		0				

Grand Total Permits: 26

Grand Total Permit Fee: 4,261.00

Grand Total Const. Value: \$477,601

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES		1,977,996.52	1,510,521.07	12,112.28	467,475.45	76.37
STATE GRANTS		466,576.00	3,835.16	0.00	462,740.84	0.82
LICPER	LICENSES AND PERMITS	40,100.00	13,798.20	529.00	26,301.80	34.41
CHARGES	CHARGES FOR SERVICES	316,850.00	(8,605.66)	5,145.70	325,455.66	(2.72)
INT	INTEREST AND RENTS	2,000.00	335.18	0.00	1,664.82	16.76
OTHER	OTHER REVENUE	16,000.00	21,948.96	2,801.67	(5,948.96)	137.18
TRANSIN	TRANSFERS IN	148,022.00	0.00	0.00	148,022.00	0.00
FINES	FINES AND FORFEITURES	5,250.00	2,804.93	779.00	2,445.07	53.43
LOCAL	LOCAL CONTRIBUTIONS	12,100.00	5,805.76	2,902.88	6,294.24	47.98
TOTAL REVENUES		2,984,894.52	1,550,443.60	24,270.53	1,434,450.92	51.94
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	16,141.00	3,725.31	2,998.59	12,415.69	23.08
172	MANAGER	110,850.00	34,181.01	11,135.14	76,668.99	30.84
191	ELECTIONS	7,760.00	1,194.89	916.75	6,565.11	15.40
209	ASSESSOR	54,000.00	15,862.12	3,877.38	38,137.88	29.37
210	ATTORNEY	40,000.00	19,828.07	9,184.98	20,171.93	49.57
215	CLERK	117,620.00	36,144.12	10,214.69	81,475.88	30.73
253	TREASURER	211,128.00	61,369.33	25,832.02	149,758.67	29.07
265	CITY HALL	170,970.00	44,031.61	11,627.11	126,938.39	25.75
276	CEMETERY	124,485.00	41,074.73	9,131.97	83,410.27	33.00
294	UNALLOCATED MISCELLANEOUS	5,000.00	108,623.00	0.00	(103,623.00)	2,172.46
301	POLICE DEPARTMENT	676,280.00	214,535.88	72,120.41	461,744.12	31.72
305	CODE ENFORCEMENT	94,660.00	22,287.89	5,673.69	72,372.11	23.55
336	FIRE	125,000.00	1,101.81	22.42	123,898.19	0.88
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	60,090.00	24,185.92	6,510.30	35,904.08	40.25
426	EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00
441	DEPARTMENT OF PUBLIC WORKS	275,900.00	74,912.08	23,953.03	200,987.92	27.15
442	SIDEWALK	26,385.00	573.81	40.19	25,811.19	2.17
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
523	TRASH	0.00	0.00	0.00	0.00	0.00
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00
672	SENIOR CITIZEN CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
728	ECONOMIC DEVELOPMENT	21,100.00	5,804.26	1,607.63	15,295.74	27.51
747	CHAMBER/RIVERWALK	4,000.00	778.50	176.18	3,221.50	19.46
751	PARKS	162,680.00	52,632.82	16,166.60	110,047.18	32.35
757	SHOWBOAT	8,100.00	193.66	45.53	7,906.34	2.39
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	2,500.00	0.00	0.00	2,500.00	0.00
790	LIBRARY	86,950.00	28,611.93	6,435.17	58,338.07	32.91
803	HISTORICAL DISTRICT COMMISSION	165.00	15,461.14	15.00	(15,296.14)	9,370.39
804	MUSEUM	42,275.00	11,875.51	2,335.85	30,399.49	28.09
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	511,046.00	0.00	0.00	511,046.00	0.00

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,955,085.00	818,989.40	220,020.63	2,136,095.60	27.71
TOTAL REVENUES		2,984,894.52	1,550,443.60	24,270.53	1,434,450.92	51.94
TOTAL EXPENDITURES		2,955,085.00	818,989.40	220,020.63	2,136,095.60	27.71
NET OF REVENUES & EXPENDITURES		29,809.52	731,454.20	(195,750.10)	(701,644.68)	2,453.76

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	200.00	0.00	0.00	200.00	0.00
OTHER	OTHER REVENUE	208,200.00	47,846.71	0.00	160,353.29	22.98
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		208,400.00	47,846.71	0.00	160,553.29	22.96
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	120,600.00	60,591.92	0.00	60,008.08	50.24
463	MAINTENANCE	60,560.00	6,098.85	1,789.35	54,461.15	10.07
474	TRAFFIC	9,330.00	4,029.81	54.50	5,300.19	43.19
478	WINTER MAINTENANCE	43,100.00	2,511.31	688.75	40,588.69	5.83
483	ADMINISTRATION	13,200.00	250.00	250.00	12,950.00	1.89
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		246,790.00	73,481.89	2,782.60	173,308.11	29.78
TOTAL REVENUES		208,400.00	47,846.71	0.00	160,553.29	22.96
TOTAL EXPENDITURES		246,790.00	73,481.89	2,782.60	173,308.11	29.78
NET OF REVENUES & EXPENDITURES		(38,390.00)	(25,635.18)	(2,782.60)	(12,754.82)	66.78

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	80,000.00	18,322.44	0.00	61,677.56	22.90
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		260,000.00	18,322.44	0.00	241,677.56	7.05
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	17,900.00	0.00	0.00	17,900.00	0.00
463	MAINTENANCE	63,750.00	16,904.28	5,698.84	46,845.72	26.52
474	TRAFFIC	11,900.00	4,928.34	160.37	6,971.66	41.41
478	WINTER MAINTENANCE	60,800.00	3,761.52	1,865.11	57,038.48	6.19
483	ADMINISTRATION	16,900.00	250.00	250.00	16,650.00	1.48
906	DEBT SERVICE	75,205.00	72,648.75	0.00	2,556.25	96.60
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		246,455.00	98,492.89	7,974.32	147,962.11	39.96
TOTAL REVENUES		260,000.00	18,322.44	0.00	241,677.56	7.05
TOTAL EXPENDITURES		246,455.00	98,492.89	7,974.32	147,962.11	39.96
NET OF REVENUES & EXPENDITURES		13,545.00	(80,170.45)	(7,974.32)	93,715.45	591.88

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
OTHER	OTHER REVENUE	50,000.00	25,000.00	0.00	25,000.00	50.00
TOTAL REVENUES		50,100.00	25,000.00	0.00	25,100.00	49.90
Expenditures						
000		50,000.00	48,553.00	29,367.00	1,447.00	97.11
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		50,000.00	48,553.00	29,367.00	1,447.00	97.11
TOTAL REVENUES						
TOTAL EXPENDITURES		50,100.00	25,000.00	0.00	25,100.00	49.90
NET OF REVENUES & EXPENDITURES		100.00	(23,553.00)	(29,367.00)	23,653.00	23,553.0

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES		420,000.00	397,779.49	0.00	22,220.51	94.71
STATE GRANTS		0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	400.00	0.00	0.00	400.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		420,400.00	397,779.49	0.00	22,620.51	94.62
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	100,000.00	9,845.00	0.00	90,155.00	9.85
463	MAINTENANCE	88,050.00	41,544.49		46,505.51	47.18
483	ADMINISTRATION	32,400.00	5,230.94	7,778.82	27,169.06	16.14
740	COMMUNITY PROMOTIONS	65,000.00	153.78	1,446.33	64,846.22	0.24
906	DEBT SERVICE	0.00	0.00	43.17	0.00	0.00
965	TRANSFERS OUT	161,364.00	0.00	0.00	161,364.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		446,814.00	56,774.21	9,268.32	390,039.79	12.71
TOTAL REVENUES		420,400.00	397,779.49	0.00	22,620.51	94.62
TOTAL EXPENDITURES		446,814.00	56,774.21	9,268.32	390,039.79	12.71
NET OF REVENUES & EXPENDITURES		(26,414.00)	341,005.28	(9,268.32)	(367,419.28)	1,291.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
INT	INTEREST AND RENTS	700.00	340.00	240.00	360.00	48.57
OTHER	OTHER REVENUE	0.00	8,719.60	0.00	(8,719.60)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		5,700.00	9,059.60	240.00	(3,359.60)	158.94
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
265	CITY HALL	0.00	0.00	0.00	0.00	0.00
276	CEMETERY	0.00	0.00	0.00	0.00	0.00
301	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
442	SIDEWALK	0.00	0.00	0.00	0.00	0.00
443	ARBOR BOARD	5,000.00	4,717.50	0.00	282.50	94.35
751	PARKS	0.00	0.00	0.00	0.00	0.00
758	DOG PARK	700.00	375.68	43.85	324.32	53.67
759	COMMUNITY GARDEN	0.00	0.00	0.00	0.00	0.00
790	LIBRARY	0.00	1,697.71	191.32	(1,697.71)	100.00
TOTAL EXPENDITURES		5,700.00	6,790.89	235.17	(1,090.89)	119.14
TOTAL REVENUES		5,700.00	9,059.60	240.00	(3,359.60)	158.94
TOTAL EXPENDITURES		5,700.00	6,790.89	235.17	(1,090.89)	119.14
NET OF REVENUES & EXPENDITURES		0.00	2,268.71	4.83	(2,268.71)	100.00

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	296,046.00	0.00	0.00	296,046.00	0.00
		<u>296,046.00</u>	<u>0.00</u>	<u>0.00</u>	<u>296,046.00</u>	<u>0.00</u>
TOTAL REVENUES						
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
906	DEBT SERVICE	296,046.00	60,522.51	60,522.51	235,523.49	20.44
		<u>296,046.00</u>	<u>60,522.51</u>	<u>60,522.51</u>	<u>235,523.49</u>	<u>20.44</u>
TOTAL EXPENDITURES						
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES						
		0.00	(60,522.51)	(60,522.51)	60,522.51	100.00

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 468 - RIVERFRONT DEVELOPMENT						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
752	RIVERWALK DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	12,216.00	4,970.50	0.00	7,245.50	40.69
INT	INTEREST AND RENTS	46,050.00	9,120.00	2,410.00	36,930.00	19.80
OTHER	OTHER REVENUE	1,000.00	1,025.00	1,025.00	(25.00)	102.50
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		59,266.00	15,115.50	3,435.00	44,150.50	25.50
Expenditures						
000		78,500.00	18,707.94	1,952.90	59,792.06	23.83
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		78,500.00	18,707.94	1,952.90	59,792.06	23.83
TOTAL REVENUES		59,266.00	15,115.50	3,435.00	44,150.50	25.50
TOTAL EXPENDITURES		78,500.00	18,707.94	1,952.90	59,792.06	23.83
NET OF REVENUES & EXPENDITURES		(19,234.00)	(3,592.44)	1,482.10	(15,641.56)	18.68

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,063,000.00	303,429.39	1,241.32	759,570.61	28.54
INT	INTEREST AND RENTS	3,000.00	0.00	0.00	3,000.00	0.00
OTHER	OTHER REVENUE	3,000.00	133.30	0.00	2,866.70	4.44
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,069,000.00	303,562.69	1,241.32	765,437.31	28.40
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	646,600.00	215,512.12	62,922.69	431,087.88	33.33
551	COLLECTION	455,350.00	57,865.70	5,985.52	397,484.30	12.71
552	CUSTOMER ACCOUNTS	77,850.00	16,507.10	4,589.09	61,342.90	21.20
553	ADMINISTRATION	270,568.00	113,968.75	113,968.75	156,599.25	42.12
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,450,368.00	403,853.67	187,466.05	1,046,514.33	27.84
TOTAL REVENUES		1,069,000.00	303,562.69	1,241.32	765,437.31	28.40
TOTAL EXPENDITURES		1,450,368.00	403,853.67	187,466.05	1,046,514.33	27.84
NET OF REVENUES & EXPENDITURES		(381,368.00)	(100,290.98)	(186,224.73)	(281,077.02)	26.30

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,033,700.00	402,334.38	1,224.96	631,365.62	38.92
INT	INTEREST AND RENTS	5,540.00	5,633.14	1,303.18	(93.14)	101.68
OTHER	OTHER REVENUE	1,024,659.00	13,462.22	379.77	1,011,196.78	1.31
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		2,063,899.00	421,429.74	2,907.91	1,642,469.26	20.42
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
552	CUSTOMER ACCOUNTS	0.00	0.00	0.00	0.00	0.00
570	TREATMENT	574,510.00	121,232.73	28,678.51	453,277.27	21.10
571	DISTRIBUTION	1,367,254.00	53,978.11	15,691.08	1,313,275.89	3.95
572	CUSTOMER ACCOUNTS	83,500.00	16,412.25	4,494.23	67,087.75	19.66
573	ADMINISTRATION	435,845.50	50,928.04	48,843.75	384,917.46	11.68
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		2,461,109.50	242,551.13	97,707.57	2,218,558.37	9.86
TOTAL REVENUES						
TOTAL REVENUES		2,063,899.00	421,429.74	2,907.91	1,642,469.26	20.42
TOTAL EXPENDITURES		2,461,109.50	242,551.13	97,707.57	2,218,558.37	9.86
NET OF REVENUES & EXPENDITURES		(397,210.50)	178,878.61	(94,799.66)	(576,089.11)	45.03

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	78,700.00	0.00	0.00	78,700.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		78,700.00	0.00	0.00	78,700.00	0.00
Expenditures						
000		73,000.00	35,282.57	11,865.54	37,717.43	48.33
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		73,000.00	35,282.57	11,865.54	37,717.43	48.33
TOTAL REVENUES		78,700.00	0.00	0.00	78,700.00	0.00
TOTAL EXPENDITURES		73,000.00	35,282.57	11,865.54	37,717.43	48.33
NET OF REVENUES & EXPENDITURES		5,700.00	(35,282.57)	(11,865.54)	40,982.57	618.99

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	160,050.00	50,341.45	10,884.97	109,708.55	31.45
INT	INTEREST AND RENTS	50.00	0.00	0.00	50.00	0.00
OTHER	OTHER REVENUE	0.00	310.00	0.00	(310.00)	100.00
TRANSIN	TRANSFERS IN	48,342.00	0.00	0.00	48,342.00	0.00
TOTAL REVENUES		208,442.00	50,651.45	10,884.97	157,790.55	24.30
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	264,070.94	43,365.94	8,638.65	220,705.00	16.42
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		264,070.94	43,365.94	8,638.65	220,705.00	16.42
TOTAL REVENUES		208,442.00	50,651.45	10,884.97	157,790.55	24.30
TOTAL EXPENDITURES		264,070.94	43,365.94	8,638.65	220,705.00	16.42
NET OF REVENUES & EXPENDITURES		(55,628.94)	7,285.51	2,246.32	(62,914.45)	13.10

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	2,250.00	750.00	(2,250.00)	100.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	2,250.00	750.00	(2,250.00)	100.00
Expenditures						
000		140,000.00	0.00	0.00	140,000.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		140,000.00	0.00	0.00	140,000.00	0.00
TOTAL REVENUES		0.00	2,250.00	750.00	(2,250.00)	100.00
TOTAL EXPENDITURES		140,000.00	0.00	0.00	140,000.00	0.00
NET OF REVENUES & EXPENDITURES		(140,000.00)	2,250.00	750.00	(142,250.00)	1.61

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	4,000.00	256.92	0.00	3,743.08	6.42
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		4,000.00	256.92	0.00	3,743.08	6.42
Expenditures						
000		4,000.00	0.00	0.00	4,000.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
TOTAL REVENUES		4,000.00	256.92	0.00	3,743.08	6.42
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	256.92	0.00	(256.92)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	18,000.00	892.35	0.00	17,107.65	4.96
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		18,000.00	892.35	0.00	17,107.65	4.96
Expenditures						
000		18,000.00	4,000.00	4,000.00	14,000.00	22.22
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		18,000.00	4,000.00	4,000.00	14,000.00	22.22
TOTAL REVENUES		18,000.00	892.35	0.00	17,107.65	4.96
TOTAL EXPENDITURES		18,000.00	4,000.00	4,000.00	14,000.00	22.22
NET OF REVENUES & EXPENDITURES		0.00	(3,107.65)	(4,000.00)	3,107.65	100.00

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 717 - TRAILWAY						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTIS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
NET OF REVENUES & EXPENDITURES						
		7,726,847.52	2,842,610.49	43,729.73	4,884,237.03	36.79
		8,735,938.44	1,911,366.04	641,801.26	6,824,572.40	21.88
		(1,009,090.92)	931,244.45	(598,071.53)	(1,940,335.37)	92.29

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

October 2017





November 16, 2017

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

Dear Mr. Burns:

On behalf of Suez I am pleased to submit the October Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 40.73 million gallons of wastewater were treated, up from 25.92 million gallons the month before.

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

INDUSTRIAL PRETREATMENT PROGRAM

Fullers Septic was assessed \$73.33 in surcharges for October. No fines needed to be assessed and no operational problems were experienced at the plant from this discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
10/7	Lowes (1)	\$ 157.94
10/7	Showboat Automotive (2)	88.98
10/7	Bernard's Ace Hardware (3)	123.40
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY15-16)*		\$ 11,980.04
Maintenance Allowance Spent YTD		3,770.28
Balance of Maintenance Allowance		\$ 8,209.76

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

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

- Replaced the laboratory refrigerator (1)
- Performed fall service on both Scag mowers (2)
- Purchased drill bits, a new shovel paint supplies, etc. (3)

PROJECTS FOR THE FUTURE

- Replacing the lights in the chemical room
- Continue painting projects

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

Respectfully submitted,

SUEZ

A handwritten signature in dark ink, appearing to read "Mark Mundt", written in a cursive style.

Mark Mundt
Plant Manager

OCTOBER EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 4.3 mg/l, 83% under the NPDES limit of 25 mg/l. The worst 7-day average was 6.4 mg/l, 84% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 6.2 mg/l, 79% under the NPDES limit is 30 mg/l. The worst 7-day average was 12.1 mg/l, 73% under the NPDES limit is 45 mg/l.

The monthly average for Phosphorus was 0.60 mg/l, the limit is 1.0 mg/l.

The average removal rate for BOD was 97%; a minimum of 85% is required. The average removal rate for Suspended Solids was 96%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 59 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 202 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.020 mg/l; the limit is 0.038 mg/l. The monthly average was 0.004 mg/l.

Appendix A

=====

Plant Influent Sheet

Lowell, Michigan

R4607 4/74
4833-6040

Plant No.
410049

Month
October

Year
2017

Superintendent's Signature

Mark Mundt, Supt.

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

WEATHER			FLOW		RAW SEWAGE QUALITY											
D	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD mg/l	LBS	SS mg/l	LBS	Total-P mg/l	VSS mg/l	NH3-N mg/l	Mercury ng/l	D	A
Y															Y	PN
PN	0033	0045	50050	50051	00011	00400	00310	85001	00530	85002	00665	85004	00535	00610	71900	SF
1	26	0.00	0.88	1.10	65	7.0	237	1621	228	1559		212				1
2	26	0.00	0.82	1.20												2
3	26	0.00	0.84	1.20	64	7.1	215	1452	202	1365	3.4	180	15.1			3
4	246	0.02	0.81	1.20												4
5	246	0.77	0.89	1.20	64	7.2	274	1828	318	2122		288				5
6	246	0.26	0.80	1.20												6
7	26	0.00	0.84	1.30												7
8	26	0.00	0.93	1.30	64	7.0	212	1538	200	1451		188				8
9	26	0.00	0.87	1.20												9
10	246	1.33	0.94	1.40	64	7.0	162	1284	130	1030	2.7	128	12.6			10
11	347	0.25	0.95	1.40												11
12	26	0.00	1.00	1.30	64	7.2	132	1024	114	884		90				12
13	346	0.30	0.93	1.20												13
14	3468	1.61	1.12	2.20												14
15	2468	0.23	1.30	1.60												15
16	26	0.00	1.20	1.60	64	7.0	185	1851	166	1661		160				16
17	26	0.00	1.19	1.60												17
18	26	0.00	1.13	1.50	64	7.2	95	895	74	697	2.3	64	10.9			18
19	26	0.00	1.18	1.50												19
20	26	0.00	1.06	1.50	64	7.3	125	1105	94	831		92				20
21	268	0.00	1.05	1.50												21
22	246	0.34	1.15	1.50	64	7.1	217	3040	142	1990		112				22
23	246	3.00	1.68	2.60												23
24	246	1.11	2.36	2.70												24
25	26	0.00	2.49	2.90	63	7.1	122	2534	98	2035	1.6	88	6.1			25
26	26	0.00	2.37	2.80												26
27	378	0.00	2.05	2.70	63	7.2	82	1402	54	923		52				27
28	347	0.08	2.11	2.50												28
29	246	0.04	2.11	2.40												29
30	247	0.24	1.87	2.20	62	7.1	79	1232	40	624		36				30
31	2457	0.02	1.81	2.20												31
TL	XXXX	9.60	40.73	XXXX	XXXX	XXXX	XXXX	49616	XXXX	40950	XXXX	769	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	1.31	XXXX	64	7.1	164	1601	143	1321	2.5	24.8	11.2	XXXX	XXXX	ME
MAX	XXXX	3.00	2.49	2.90	65	7.3	274	3040	318	2122	3.4	33.2	15.1	XXXX	XXXX	MAX
MIN	XXXX	XXXX	0.80	1.10	62	7.0	79	895	40	624	1.6	21.4	6.1	XXXX	XXXX	MIN

Activated Sludge Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

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

Plant No. 410049
Month October
Year 2017

Superintendent's Signature
Mark Mundi, Supt.

AERATION SYSTEM					MIXED LIQUOR					SECONDARY SLUDGE			Process Modification see code 80889	REMARKS
D	Aeration Volume KCF	Detention Time Hours	Sludge Age Days	Organic Loading F/M	MLSS mg/l	MLVSS mg/l	Settle. %	SDI %	DO mg/l	SVI %	SS %	VSS %	Waste Kgal	
PN	80993	81001	80990	80992	70323	70324	81004	81007	00300	8100	81006	70325	80991	PN
SF	96	19.6	7.6	0.17	1970	1551	51	0.39	2.7	259	0.30	0.24	0.0	SF
1		21.0												1
2		20.5												2
3		21.3												3
4		19.4												4
5		21.5												5
6		20.5												6
7		18.5												7
8		19.8												8
9		18.3												9
10		18.1												10
11		17.2												11
12		18.5												12
13		15.4												13
14		13.3												14
15		14.4												15
16		14.5												16
17		15.2												17
18		14.6												18
19		16.3												19
20		16.4												20
21		15.0												21
22		10.3												22
23		7.3												23
24		6.9												24
25		7.3												25
26		8.4												26
27		8.2												27
28		9.2												28
29		9.5												29
30														30
31														31
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	465.3	TL
ME	96	15.0	10.5	0.17	1994	1540	25	0.84	2.8	128	0.34	0.26	15.0	ME
MAX	XXXX	21.5	18.9	0.32	2232	1753	51	1.00	3.9	259	0.54	0.41	34.4	MAX
MIN	XXXX	6.9	5.5	0.09	1600	1218	20	0.39	0.5	100	0.26	0.19	XXXX	MIN

Remarks:

4833-5034
R4609 4/74

State of Michigan
Department of Environmental Quality

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Superintendent's Signature

R 4610 4/74
4833-5468

Remarks:	Fecal Coli for	October	9, 11, 23, 25, are actually "Greater Than"
	C12 Residuals for	October	2, 4, 6, 9, 18, 20, 23, 25, 27, 30 are actually "Less Than"

11/8/2017 9:00 AM

Miscellaneous Sheet

R 4607 4/74
4833-6040

State of Michigan
Department of Environmental Quality

Lowell, Michigan

Plant No. 410049
Month October
Year 2017

Superintendent's Signature

Mark Mandt, Supt.

D A Y P N S	Grit	Aux Fuel	Power Consumption	Chemicals Applied	
				CL2 LBS	FeCL2 GAL
1	1	2	3	8	35
2	1	0	1.4	9	30
3	1	1	1.4	8	30
4	1	0	1.4	7	35
5	1	0	1.4	9	30
6	1	1	1.4	11	35
7	1	0	1.2	15	35
8	1	0	1.4	3	30
9	1	0	1.4	5	35
10	1	0	1.6	5	35
11	1	0	1.4	8	35
12	1	0	1.6	11	30
13	1	1	1.4	11	35
14	1	0	1.2	10	30
15	1	0	1.6	10	40
16	1	0	1.4	10	30
17	1	1	1.6	11	35
18	1	1	1.4	11	30
19	1	1	1.6	11	35
20	1	1	1.4	17	35
21	1	0	1.4	10	30
22	1	0	1.4	9	35
23	1	0	1.6	11	30
24	1	3	1.8	8	30
25	1	7	1.8	10	35
26	1	7	1.8	12	30
27	1	4	1.6	10	30
28	1	2	1.6	16	30
29	1	8	1.8	13	35
30	1	15	1.8	13	35
31	1	7	1.8	13	30
TL	31	61	47.0	315	1015
ME	1	2	1.5	10	33
MAX	1	15	1.8	17	40
MIN	1	0	1.2	3	30

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

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

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

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

MI0020311
PERMIT NUMBER

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

FACILITY: LOWELL WWTP
LOCATION: LOWELL
ATTN: MARK MUNDT

MI0020311
PERMIT NUMBER

MONITORING PERIOD

FROM 2017 10 01 TO 2017 10 31

*** NO DISCHARGE ***

NOTE: Read instructions before completing this form.

PARAMETER	SAMPLE MEASUREMENT	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT	PERMIT REQUIREMENT	1.31	2.49	(03)	*****	*****	*****	-	7/7	RECORD FLOW
50050 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****		WEEKDAYS	RECORD FLOW
SOLIDS, TOTAL SUSPENDED	SAMPLE MEASUREMENT	61	95	(26)	*****	6.2	12.1	0	3/7	24 HR COMP
00530 B 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	360 MONTHLY AVG	530 7 DAY AVG	lbs/day	*****	30 MONTHLY AVG	45 7 DAY AVG		WEEKDAYS	24 HR COMP
BOD, CARBONACEOUS 05 DAY, 20C	SAMPLE MEASUREMENT	47	87	(26)	*****	4.3	6.4	0	3/7	24 HR COMP
80082 B 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	300 MONTHLY AVG	470 7 DAY AVG	lbs/day	*****	25 MONTHLY AVG	40 7 DAY AVG		WEEKDAYS	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N)	SAMPLE MEASUREMENT	*****	*****	*****	*****	*****	0.40	0	1/7	24 HR COMP
00610 B 1 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	*****	*****	*****	*****	REPORT DAILY MAX		WEEKLY	24 HR COMP
PHOSPHORUS, TOTAL (ASP)	SAMPLE MEASUREMENT	6.4	10.80	(26)	*****	0.60	0.63	0	1/7	24 HR COMP
00665 B 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	12 MONTHLY AVG	REPORT DAILY MAX	lbs/day	*****	1.0 MONTHLY AVG	REPORT DAILY MAX		WEEKLY	24 HR COMP
CHLORINE, TOTAL RESIDUAL	SAMPLE MEASUREMENT	*****	*****	*****	*****	*****	0.020	0	3/7	GRAB
50060 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	*****	*****	0.038 DAILY MAX		WEEKDAYS	GRAB
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000002	*****	*****	*****	0.33	0	1/90	GRAB
71900 B 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg		QUARTERLY	GRAB
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER		I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.				PHONE NUMBER		DATE		
Mark Mundt, Supt.						(616) 897-8135		2017 11 10		
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT				AREA CODE		YEAR MO DAY		

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

P=AFTER DISINFECTION

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

MINOR

001 A

DISCHARGE NUMBER

DISCUSSION NUMBER

PERIOD

YEAR	MO	DAY
------	----	-----

2017	10	31
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*** NO DISCHARGE ***

NOTE: Read Instructions before completing this form.

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
FROM 2017	10	01	TO 2017	10	31

PARAMETER	<div><div></div></div>	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE	
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM				UNITS
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000027		*****	*****	1.43	0	1/90	CALCTD	
71900 X 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	0.000036 12-Mo Rolling Avg	lbs/day	*****	*****	3.0 12-Mo Rolling Avg		QUARTERLY	CALCTD	
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****		*****	59	202	0	3/7	GRAB	
74055 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	*****	200 MONTHLY AVG	400 7 DAY AVG		DAILY	GRAB	
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		97	*****	95	0	1/30	CALCTD	
81010 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal		ONCE/MON	CALCTD	
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		96	*****	89	0	1/30	CALCTD	
81011 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal		ONCE/MON	CALCTD	
pH	SAMPLE MEASUREMENT	*****	*****		7.3	*****	7.7	0	3/7	GRAB	
00400 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	****	6.5 DAILY MINIMUM	*****	9.0 DAILY MAX		WEEKDAYS	GRAB	
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	*****	*****		8.0	*****	*****	0	3/7	GRAB	
00300 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	****	3.0 DAILY MINIMUM	*****	*****		WEEKDAYS	GRAB	
	SAMPLE MEASUREMENT						mg/L				
	PERMIT REQUIREMENT										
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER		I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.					PHONE NUMBER	DATE			
Mark Mundt, Supt.							(616)	897-8135	2017	11	10
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT					AREA CODE	NUMBER	YEAR	MO	DAY

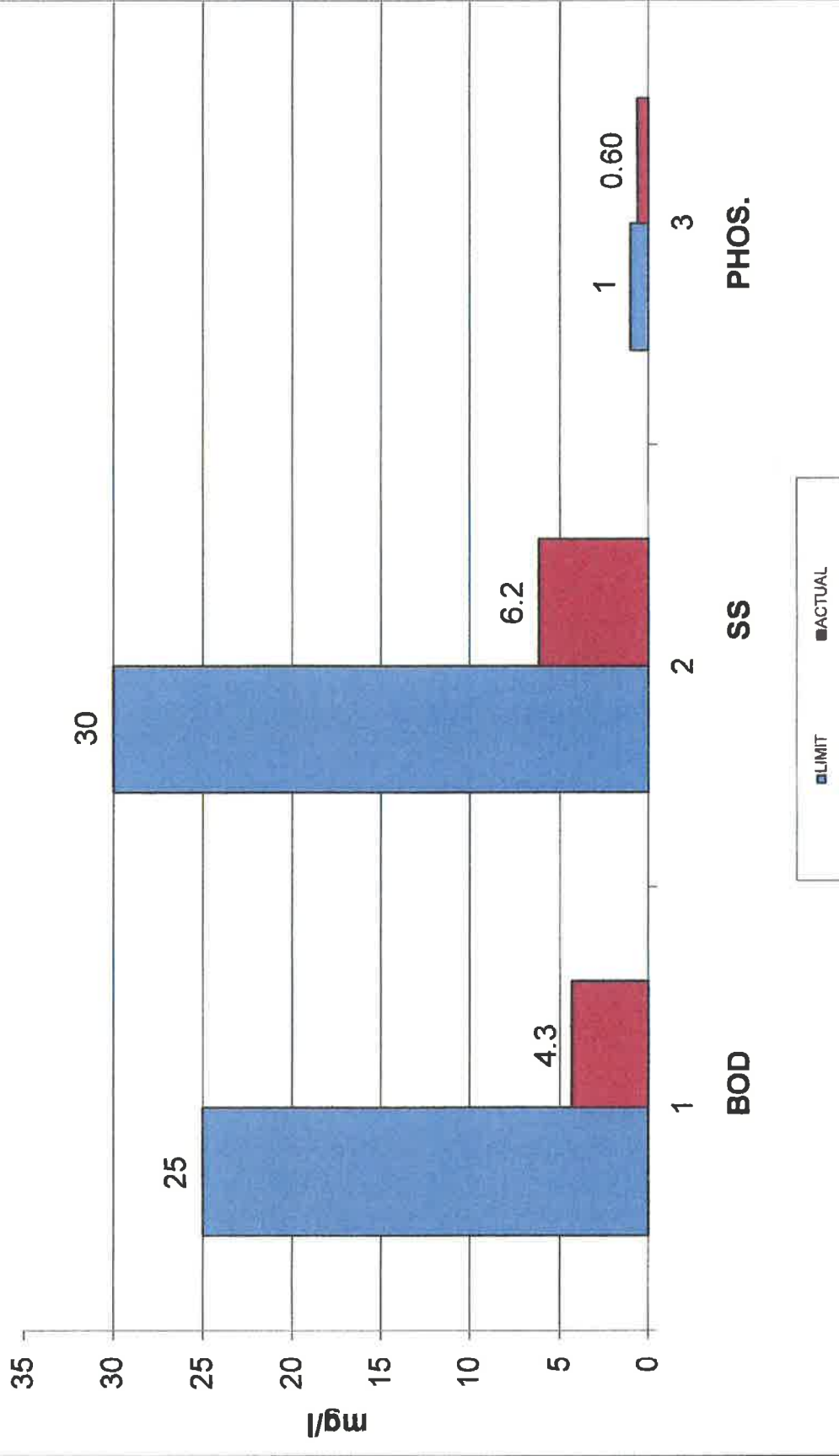
P= AFTER DISINFECTION

This is an electronic copy.

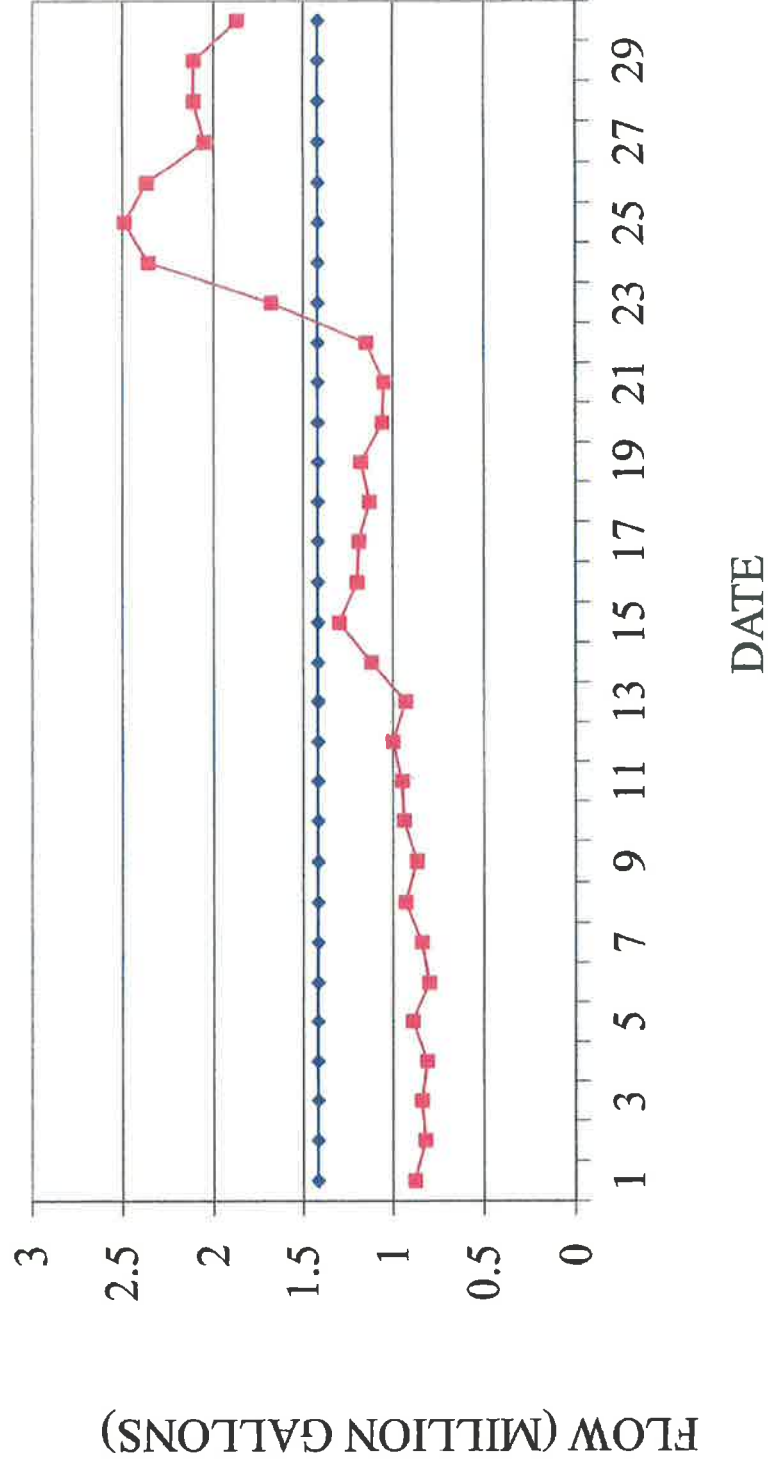
Appendix B



EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW



—◆— DESIGN FLOW —■— ACTUAL FLOW

