



LOWELL CITY COUNCIL MEMORANDUM

DATE: April 13, 2017
TO: Michael Burns, City Manager MB
FROM: Rich LaBombard, DPW Director
RE: 2017-2018 Comprehensive Tree Plan

The City's Arbor Board was presented the 2017-2018 Comprehensive Tree Plan on April 10, 2017. The tree plan is presented to the City Council annually in April and it outlines the proposed Arbor Board activities on city-owned property and within the right-of-way for the upcoming fiscal year. Arbor Board activities include coordinating Arbor Day celebrations, developing spring and fall plantings, tree removal and trimming, watering and general care of trees, shrubs and plants.

With the Comprehensive Tree Plan, the Arbor Board develops a vision for the community's tree canopy, develops a planned approach to executing the vision and achieves the goal of maintaining and improving the City's urban forest canopy. To date, the Arbor Board has authorized the installation of 734 trees of various varieties throughout the community. Funding for these activities comes from the City of Lowell, Lowell Light and Power, the LCTV Fund, the Look Fund, and the Lowell Area Community Fund.

Arbor Board
Official Comprehensive Tree Plan 2017-2018
Report to the Lowell City Council

Introduction:

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

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

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

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

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

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

Roles and Responsibilities:

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

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

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

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

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

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

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

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

- Provide technical assistance to the Arbor Board and ensure that the Comprehensive Tree Plan is implemented.
- Accept application from any person desiring to plant shade or ornamental trees in any public right-of-way and make a determination providing whether or not such trees may be planted.
- Authorize trimming of trees standing in or that may overhang any highways, streets, avenues, or which in any manner obstruct the public lightening of the City.
- Authorize the removal of an existing tree, shrub or other woody plants located in the street right-of-way, a City park, or other city-owned property.
- Authorize the planting and spacing of new trees in accordance with prescribed planting practices. See attached guidelines.

- Ensure that provisions of the City Code of Ordinances relating to noxious shrubs, weeds and grass are enforced.

Comprehensive Tree Plan for the City of Lowell:

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

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

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

To date, the Arbor Board has authorized the installation of 734 trees of various varieties throughout the community. Tree selections and tree planting has been accomplished through the use of selected contractors, under the direct supervision of the Department of Public Works.

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

FY 2017-2018 Comprehensive Tree Plan

Zone 1 – North / East Side

- Maintain and trim trees along right-of-way as needed
- Remove dead and dying trees within right-of-way as needed and offer replacement trees to be planted on residential properties as budget permits
- Selected thinning and pruning of pine forest at Scout Park
- Oakwood Cemetery - trim branches - \$600 labor
- Oakwood Cemetery – remove diseased blue spruce - \$300 labor
- Oakwood Cemetery - plant 4 trees total in sections 3 & 4 - \$1200 (trees & installation)
- 825 Lafayette – remove tree, stump grind and provide tree to private property owner - \$1200 (labor, tree & installation)

Zone 2 – South / East Side

- Maintain and trim trees along right-of-way as needed
- Remove dead and dying trees within right-of-way as needed and offer replacement trees to be planted on residential properties as budget permits
- Moose Property - replace dead trees as needed within the green space - \$300 per as needed (tree & installation)
- Fire Department – remove and replace sparse shrubbery within the right-of-way at the Fire Department with a more salt tolerant species - \$3200 (quote from Terra Verde)

Zone 3 – Downtown / Riverwalk

- It is suggested that the Arbor Board make recommendations to the DDA, allowing the DDA to concentrate on development and to provide the Arbor Board with coordinating planting activities throughout the community. It is also intended to coordinate all planting efforts with the Showboat Garden Club to minimize duplication of effort.
- Veterans Parking Lot – remove damaged spruce, stump grind and replace - \$150 (labor) & \$300 (tree & installation)
- Veterans Parking Lot – remove dying Austrian Pines - \$150 (labor) & \$500 (trees & installation)
- Main Street - move 3 aristocrat pears (2 by Christmas tree and 1 by King Milling office) to Fairground and replace with appropriate species - \$1200 (tree & installation)
- Riverwalk Park - new tree in existing planter next to Showboat - \$300 (tree & installation)
- City Hall – Spray flowering pears to reduce production of fruit - \$250 (contractor)
- Avery Street Parking Lot – Remove and replace overgrown arborvitae along the north line of lot - \$1600 (labor, tree and installation)
- Library – Remove and replace overgrown arborvitae screen around dumpster - \$1000 (labor, tree and installation)

Zone 4 – West Main Shopping Area

- Main Street – provide trees for private property fronting Main Street right-of-way
- Main Street – trim damaged tree by 207 W. Main Street - \$100 (labor)
- Main Street - trim maple tree at Lowell Historical Museum - \$200 (labor)
- Main and Broadway - landscape S. Broadway parking lot following Broadway project (2018?)

Zone 5 – North / West Side

- Creekside Park - continue tree line on north side of park – 8 trees - \$2000 (tree & installation)
- 301 N. West Street - trim box elder tree per complaint - \$400 (labor)

Zone 6 – South / West Side

- Clean up brush and thin trees along lake edge for improved fishing and recreation access at Stoney Lake near the boat ramp – \$1000 (labor)
- Stoney Lake Boat Ramp – Remove scrub pine and replace - \$250 (tree & labor)
- Fairground – Install 2 new trees near river to replace fallen trees - \$500 (tree & installation)

Implementation Tree Plan for 2017-2018

- Arbor Day Tree donation to Big Boiler - \$300
- Donated Red Bud or Dogwood trees during Arbor Day - \$150 - \$250
- Annual tree maintenance (watering, fertilizing, pruning, leaf clean up) - \$5000

Projected Budget: It is anticipated that a budget of \$22,200 will be needed in order to carry out the Implementation Plan for Fiscal Year 2017-2018.

Submitted by the Lowell Arbor Board

Jim Reagan, Chair
Jim Hodges
Diane LaWarre
Melissa Spino
Perry Beachum

Design Tips and Guidelines

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

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



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

ARBOR DAY AND WEEK PROCLAMATION

Whereas, in 1872, J Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal,

Now, Therefore, Be It Resolved, that I, Mike DeVore, Mayor of the City of Lowell do hereby proclaim every last Friday in April as Arbor Day in the City Lowell and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this seventeenth day of April in the year 2017.

Mike DeVore, Mayor
City of Lowell



LOWELL CITY COUNCIL

MEMORANDUM

DATE: April 13, 2017

TO: Michael Burns, City Manager

FROM: Rich LaBombard, DPW Director

RE: Jefferson Street Engineering Services

Williams & Works has provided a proposed Scope of Services and budget for the construction engineering phase of the North Jefferson Resurfacing and Utility Improvement project. Services provided under this proposal shall include construction observation, material testing, construction staking, administration and informational meetings. The estimated budget for these services is \$49,800.

Based on the services proposed, costs for this project are shared among the following funds:

Water	9.1%	\$4,532
Sewer	7.3%	\$3,635
<u>Streets</u>	<u>83.6%</u>	<u>\$41,633</u>
Total	100%	\$49,800

I recommend the City approve Williams & Works proposed Scope of Services for Construction Engineering Services in the amount of \$49,800.

williams&works

engineers | surveyors | planners

April 5, 2017

Mr. Michael Burns, Manager
City of Lowell
301 E. Main Street
Lowell, MI 49331

RE: N. Jefferson Street Resurfacing & Utility Improvements Project
Construction Engineering Services

Dear Mr. Burns:

Following is our proposed Scope of Services and budget for the construction phase of the N. Jefferson Street Resurfacing & Utility Improvements project.

Schedule

- For the purpose of budgeting, we are basing our service on the contracted time frame of 60 calendar days (eight work weeks). Our efforts and fees will be adjusted with the Contractor's actual completion time.
- For on-site construction observation, we have assumed an average of 28 hours per week or 240 on-site hours.

Services

- **Preconstruction Meeting** – Arrange for and conduct a preconstruction meeting at the City offices. Prepare agenda, conduct meeting and issue minutes.
- **Public Notices & Information Meeting** – Provide the City with written notices for the City to issue to impacted residents & businesses. Arrange and conduct public information meeting prior to construction if desired by the City.
- **Construction Staking** – Staking will be provided as necessary to establish grade of new curb, utilities and sidewalk ramps.
- **On-Site Field Observation** – Provide periodic, part time field observation services.
 - Provide pre-construction video and photographs of entire project area.
 - Confirm the work limits with the Contractor and the City including intersections, driveway approaches, curb, castings, etc.
 - Provide on-site field presence for all underground utility work.
 - Once the existing material has been removed, we will observe the existing base and recommend areas that may need improvement before paving.
 - Check grades and forms at sidewalk ramp, curbs and drive approaches before concrete work is completed. Observe finished concrete work.

Lowell Signage and Wayfinding Project

Statement of Work for Graphic Design

Prepared by Jeff McCusker, 12/1/2012

Purpose and Need

Currently the City of Lowell, which is bisected by Michigan State Road M21, has basic directional signage installed by the Michigan Department of Transportation (MDOT) according to minimum DOT standards for services such as parking, the library, and city hall. These signs should be looked at as opportunities to reflect character of Lowell, help visitors understand the historic nature of the town, and what makes it special, and help project a cohesive, friendly and inviting image of the city to visitors.

The need for this funding is to provide high quality, consistent directional, wayfinding and visitor information which conveys the warm and friendly nature of the community, and complements the existing efforts to improve the downtown area and make Lowell a friendly attractive place to live, work and visit. The project will also develop a graphic standard for all public signage in the community, including interpretive signs, and signs for future amenities and services, and will establish the graphic brand for the community, tied to a sense of place.

Work Required

Overview. The plan is for a phased effort to develop a graphic design and standards for directional, wayfinding and interpretive signs for services and amenities in the City of Lowell. The directional signs would meet the requirements of MDOT (the Manual for Uniform Traffic Control Devices MUTCD, while still providing a warm friendly complement to the historic architecture and character of the city. See the attached references for MUTCD section on wayfinding, and example of signage from other jurisdictions (Attachments A, B, and C).

1. Developing graphic design, standard sizes, shapes, and colors for 8 road signs, and approximately 12 wayfinding, and visitor information signs and template for interpretive panels. Prepare two alternatives for style, and when one is selected by the Lowell Signage and Wayfinding committee, prepare proofs at letter or 11 x 17 size;
2. Provide display templates for panels on visitor information kiosks;
3. Produce digital graphic products in Adobe formats that can be accepted by sign fabricators, produce written products in Microsoft Word format.
4. Produce style sheets that describe the design of the sign graphics and text, colors and materials that enable further signage to be reproduced;

The first phase will include:

1. Lowell Area Chamber of Commerce (main source for visitor information)
2. City hall/police station,
3. library

Figure 2D-18. Examples of Community Wayfinding Guide Signs**A - Community Wayfinding Guide Signs with Enhancement Markers****B - Destination Guide Signs for Color-Coded Community Wayfinding System***Guidance:*

- 10 Because pedestrian wayfinding signs typically use smaller legends that are inadequately sized for viewing by vehicular traffic and because they can provide direction to pedestrians that might conflict with that appropriate for vehicular traffic, wayfinding signs designed for and intended to provide direction to pedestrians or other users of a sidewalk or other roadside area should be located to minimize their conspicuity to vehicular traffic. Such signs should be located as far as practical from the street, such as at the far edge of the sidewalk. Where locating such signs farther from the roadway is not practical, the pedestrian wayfinding signs should have their conspicuity to vehicular traffic minimized by employing one or a combination of the following methods:
- A. Locating signs away from intersections where high-priority traffic control devices are present.
 - B. Facing the pedestrian message toward the sidewalk and away from the street.
 - C. Cantilevering the sign over the sidewalk if the pedestrian wayfinding sign is mounted at a height consistent with vehicular traffic signs, removing the pedestrian wayfinding signs from the line of sight in a sequence of vehicular signs.
- 11 To further minimize their conspicuity to vehicular traffic during nighttime conditions, pedestrian wayfinding signs should not be retroreflective.

Support:

- 12 Color coding is sometimes used on community wayfinding guide signs to help road users distinguish between multiple potentially confusing traffic generator destinations located in different neighborhoods or subareas within a community or area.

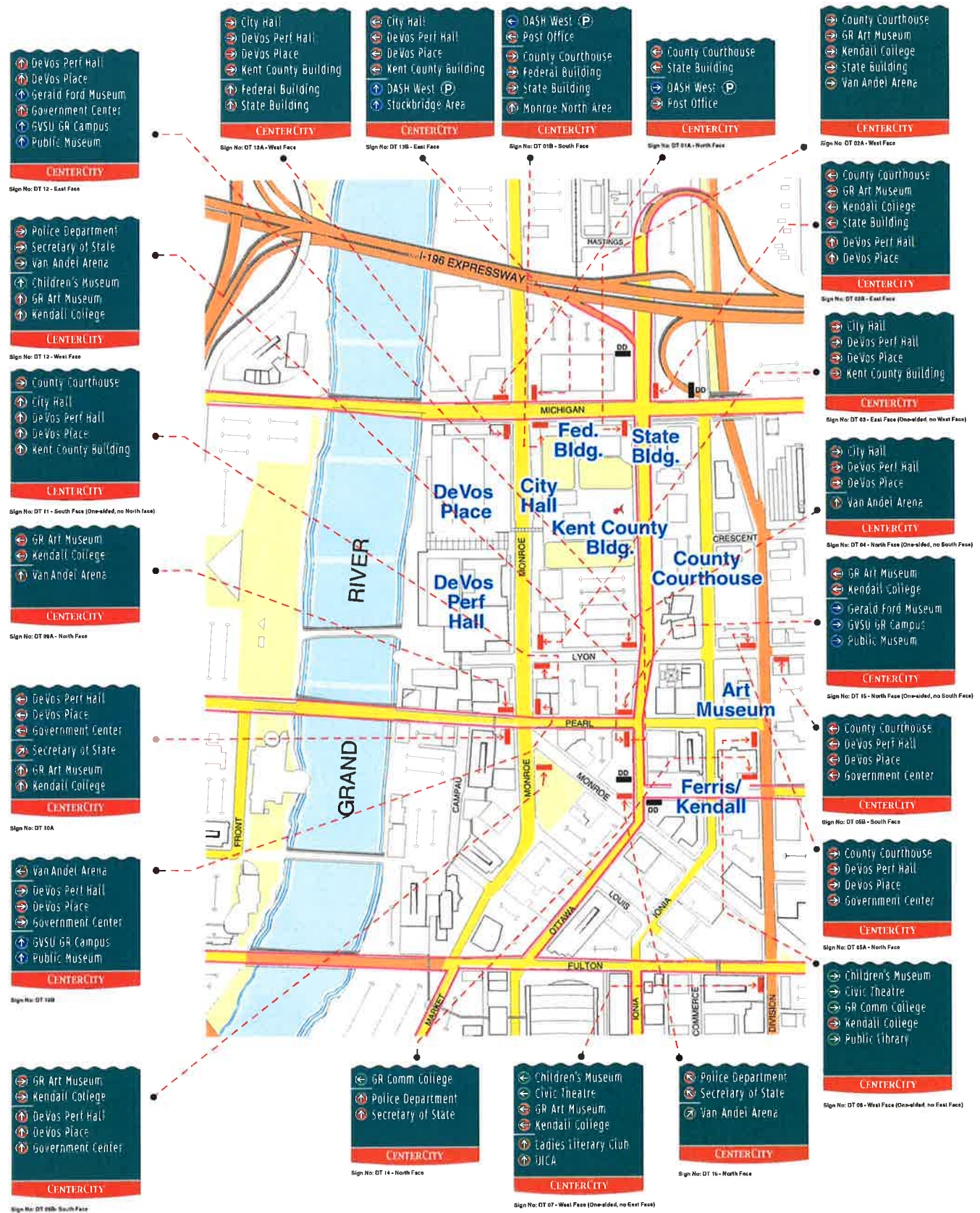
Option:

- 13 At the boundaries of the geographical area within which community wayfinding guide signing is used, an informational guide sign (see Figures 2D-18 and 2D-20) may be posted to inform road users about the presence of wayfinding signing and to identify the meanings of the various color codes or pictographs that are being used.

Standard:

- 14 These informational guide signs shall have a white legend and border on a green background and shall have a design similar to that illustrated in Figures 2D-1 and 2D-18 and shall be consistent with the basic design principles for guide signs. These informational guide signs shall not be installed on freeway or expressway mainlines or ramps.

City of Grand Rapids Wayfinding: CENTERCITY



- **Street signs.** These signs use a standard City street sign “blade” and are mounted on light poles at street intersections. A specially designed bracket matches the bracket design on the vehicular guide sign. A district logo could be added to the top or the bottom of the sign.
- **Banners.** Banner panels are mounted on light poles, again using a bracket design that matches those used on vehicular guide and street signs. Priority locations for banners are at the two district gateways (at Division and College Avenues) and the two district nodes (at Coit and Lafayette).
- **Pedestrian kiosks.** These signs include a map and destinations list on a 3-foot by 3-foot internally illuminated white panel supported on legs. The conceptual design of these signs is tied to the design of the proposed Spectrum Health/Michigan Street Development numbered entry markers (and the proposed building/facility identification signs), but the kiosks are much smaller in scale. Pedestrian kiosks will be located at major transit stops, at pedestrian exits from major visitor parking areas and at other high pedestrian traffic locations.

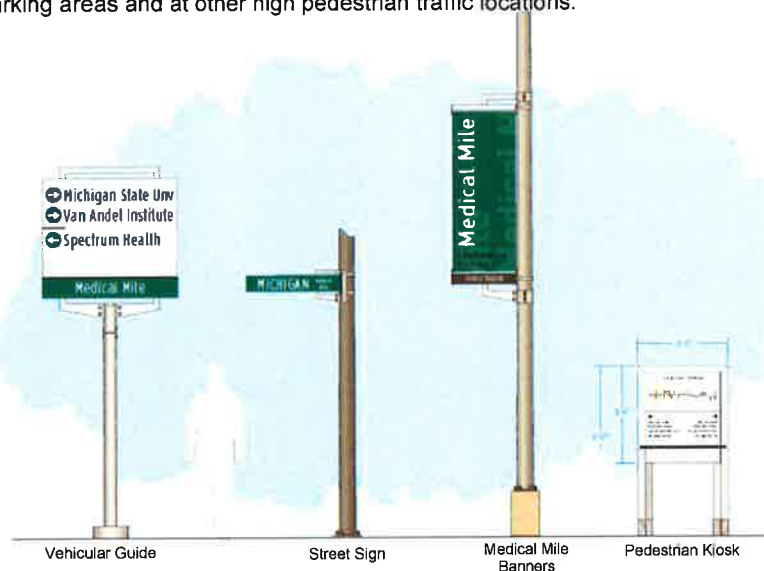


Figure 3 - Michigan Street Wayfinding Sign Concept: Public Elements

4.2 Private Sign Elements

These elements of the recommended wayfinding system concept include:

- **Spectrum Health/Michigan Street Development numbered entry markers.** These internally illuminated signs represent Spectrum Health's preferred option for size (12 feet tall and 6 feet wide). Eight locations have been proposed (see Conceptual Location Plan). These signs will be located outside of the public ROW and may be freestanding or used as projecting wall signs.
- **Alternative/Additional numbered entry markers.** These internally illuminated signs are narrower (5 feet wide) and have a more open design, with supporting legs, and space for fewer messages. They may represent an acceptable option for Spectrum Health/Michigan Street Development entry signs that are approved for location in the public ROW. (This approval may be granted by the Planning Director based on specified criteria and in exceptional situations.) They also represent a sign type that other entities may opt to use to mark entries to major corridor destinations; in this case, they will be located on private property.

Grant Application #2300

Print Application

Lowell Area Community Fund



Grand Rapids

community foundation

Please make sure you read and understand the guidelines for this application.

[Click Here for Guidelines](#)

Grant Contact

Contact Name

Mark Howe

Contact Phone

(616) 897-8457

Betty Morlock, City Clerk
bmorlock@ci.lowell.mi.us

Application Information

Agency Name

City of Lowell

Address

301 East Main Street, Lowell, MI 49331

Project Name (six words or less)

Signage and Wayfinding Project

Purpose of Grant (one sentence)

Provide technical expertise and equipment for community wayfinding.

Amount Requested

\$53,500

Total Project Cost

\$59,500.00

Proposed Start

10-01-2012

Proposed End

09-30-2013

Geographic Area Served

Greater Lowell Community

Grant Request Demographics

Please enter the following demographic information as it best describes the population served by this grant request.

Kent County Road Commission for approval
Time: Months 3-12

Step: Selecting the mounting and installation style and hardware for the signs
Who: Sign and Wayfinding Advisory Group and City of Lowell staff
Time: Months 2-4

Step: Procuring signs, hardware and installation
Who: City of Lowell staff
Time: Months 12-15

This project will include:

1. Developing graphic design and standard sizes, shapes, color and installation methods of signs.
2. Fabrication and installation of these signs for existing community services and historic sites. The first phase will include locations such as Lowell Area Chamber of Commerce (main source for visitor information) city hall, police station, library, public parking, city parks, LowellArts! the historic museum, Lowell Riverwalk, the Flat River and North Country National Scenic Trail.
3. Future phases of the project would use the same design and standards to provide signage and wayfinding for the trails being built into Lowell, such as the Flat River Valley Trails, historical interpretive panels, and other amenities as they develop over time. With the graphic design and fabrication standards in place, a consistent, polished look and feel will be maintained through a proposal, approval and procurement process.

Impact

Describe how this project will impact the Lowell area, and who will benefit from it.
Describe specifically who will be served by your project:

The impact of this program will be to enhance the reputation and brand Lowell is building as "The Next Place to Be", and improve the experience of visitors coming to shop, dine, and attend events, and make the community more attractive and welcoming.

The project will help lay the groundwork for establishing Lowell's image as a Trail Town, which is being developed by the North Country Trail Association, and local trail groups.

Project Management

Name the groups and/or individuals who have agreed to manage this project.
What are their qualifications to manage this particular project?

This project was developed by an informal group started by the Trail Manager for the North Country National Scenic Trail, based in Lowell, and consisting of the Executive Director of the Lowell Area Historical Museum, Executive Director of LowellArts!, Executive Director of the Lowell Area Chamber of Commerce, and Lowell City Manager. This group has done the groundwork for the program in terms of identifying needs, researching what has been done in other communities, and looking at costs, and shaping this funding proposal. The group would continue in an advisory capacity to the City of Lowell through the first phase of the project, helping with selection of a consultant, and helping with other tasks as needed to keep the project on track.

Evaluation

If funded, your project must be assessed for impact, effectiveness, and efficiency.
Describe specifically the assessment tool(s) you will use to find out if the project is a success, and when you expect that data to be available. (Note: Grant recipients are asked to write follow-up Progress Reports, and evaluation data is very important.)

The expected results of this project are hard to evaluate in that it would be difficult to sample visitors to Lowell in a systematic way, and gauge their impressions of the signs. The project will be evaluated by putting a survey log at the chamber of commerce, history museum, LowellArts! and City Hall, and prompting visitors to comment on the signs and panels for 90 days after installation is complete. At the end of this period, the results will be gathered, and included in

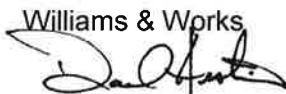
- Provide on-site observation during all paving activities.
- Conduct on-site progress meetings as required.
- Interact with and inform impacted property owners during construction.
- Conduct post completion walk thru with City and Contractor to develop punch list.
- Record as-constructed information and prepare as-constructed drawings for submittal to the City.
- **Materials Testing** – We will subcontract with an independent testing facility for concrete and density testing. Our budget includes an allowance of \$5,000 for these contracted services.
- **Administration** – Provide as-needed construction administration services.
 - Prepare any necessary field orders and change orders.
 - Review all requests for payment by the Contractor and recommend payment to the City Council. Provide breakdown of project costs by department for submittal to City Treasurer.
 - Attend on-site progress meetings as necessary.
 - Provide project update updates at City Council meetings as needed.

Proposed Budget – Based on the above services, we recommend the City budget a total of \$49,800. The breakdown per department passed on the as-bid construction amounts is as follows:

	% Project	Eng Fee
Water	9.1%	\$ 4,532
Sanitary Sewer	7.3%	\$ 3,635
Streets	83.6%	\$ 41,633
Total Construction Engineering	100%	\$ 49,800

We look forward to assisting the City with this project. After you have had an opportunity to review, we'd be happy to meet with you to discuss any questions you may have.

Sincerely,

Williams & Works

David Austin, P.E.

Total Revenue

\$59,500.00

Project Budget - Expenses*Please list all expenses and amounts***expenses:**

Design and Layout of Signs and Pannels

amount:

\$4,500.00

notes (please specify where grant funds will be used):

Consultant, graphic designer, sign location expert.

Fabrication and installation of Phase 1 signs and 2 kiosks, 6 each (vehicle guide signs at \$5,500 each installed and 8 smaller direction/location signs at \$1,000 each installed, kiosks \$4,000 each installed).

\$49,000.00

Estimated based on costs estimates for wayfinding signage projects in Grand Rapids, and Hillsborough, SC, and a preliminary idea of what will be needed for Lowell.

Total Expenses

\$53,500.00



LOWELL CITY COUNCIL MEMORANDUM

DATE: April 13, 2017
TO: Michael Burns, City Manager
FROM: Rich LaBombard, DPW Director
RE: Friends of the Library Contribution

The Friends of the Library group is proposing to contribute to the City up to \$5,000 of funding for the purpose of making improvements to the front entrance of the Englehardt Library for use as a reading garden. The attached plan details a proposed semi-circular brick patio and connecting pathway that will be installed by Department of Public Works staff.

The project is intended to create an area near the front of the building where the Friends group can install benches and planters at a later date. The reading garden will provide library patrons outdoor seating options for reading in addition to the new deck being constructed by Rotary.

I recommend the City enter into agreement with the Friends of the Library for creating the first phase of the Englehardt Library reading garden.

Memorandum of Understanding

Between:

Friends of the Englehardt Library, 200 N Monroe St., Lowell, MI 49331

And:

City of Lowell, 301 E Main St., Lowell, MI 49331

The parties to this Memorandum of Understanding (MOU) agree to the following:

Purpose:

The purpose of this document is to outline the expectations of both the Friends of the Englehardt Library and the City of Lowell in the establishment of a reading garden in the front entrance area to the Kent District Library-Englehardt Branch. The project will be comprised of multiple phases. This document covers the first phase of the reading garden project.

Conditions and Arrangements:

Phase 1 of the reading garden will entail the establishment of a brick paver walkway and semi-circle patio at the front entrance of the library building (see attached drawing). The Friends of the Englehardt Library will make payment to the City of Lowell in the amount of \$5,000 for the purchase of paver bricks and material required for installation. This amount is based on an estimate provided by the City of Lowell, Department of Public Works. The City of Lowell will use the funds provided by the Friends of the Englehardt Library to purchase paver bricks and installation material. The City of Lowell will arrange for transport of these materials to the library property and will provide the labor for installing the brick paver walkway. If the cost of materials is less than \$5,000, the City of Lowell will return remaining funds to the Friends of the Englehardt Library.

Timing:

Ideally, it would be beneficial to library patrons and the community at large to have Phase 1 completed by June 1, 2017; however, the Friends of the Englehardt Library recognizes the City of Lowell may not be able to adhere to this schedule due to inclement weather or other projects to which the Department of Public Works may be assigned during this time period. If the City of Lowell is unable to meet the June 1, 2017 deadline, it will provide the Friends of the Englehardt Library with a new projected completion date.

Future Cooperation:

The Friends of the Englehardt Library will continue to work on plans for Phase 2 of the reading garden project which is anticipated to include large containers for foliage, flowers and other arrangements in colder weather. It will also include benches. After the completion of Phase 1, the City of Lowell and the Friends of the Englehardt Library will meet to discuss detailed plans for Phase 2.

Signature: _____

For and on behalf of: _____

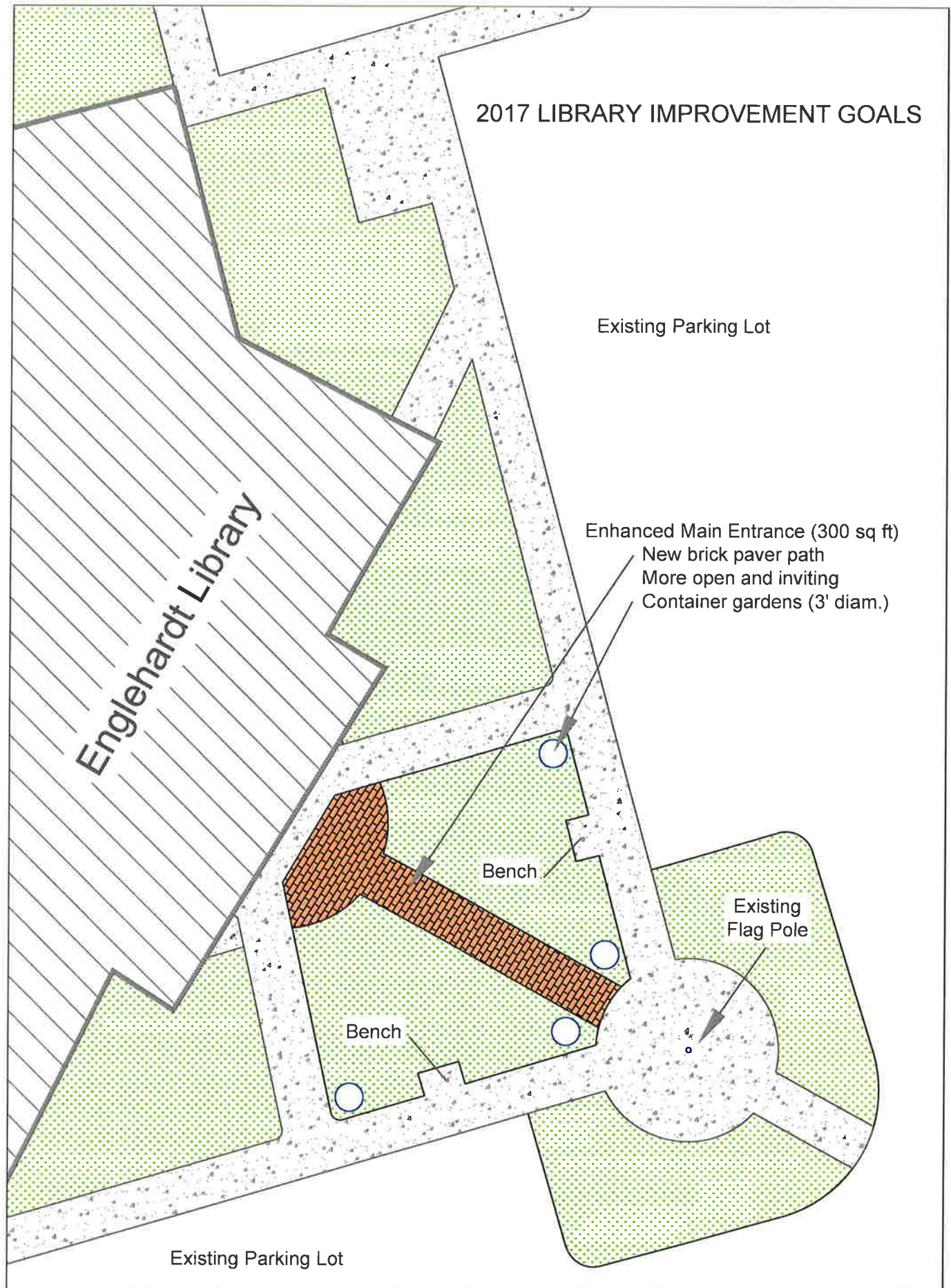
Date: _____

Signature: _____

For and on behalf of: _____

Date: _____

2017 LIBRARY IMPROVEMENT GOALS





**LOWELL CITY COUNCIL
MEMORANDUM**

DATE: April 13, 2017

TO: Mayor DeVore and the City Council

FROM: Michael T. Burns, City Manager

mtb

RE: Fireworks Permit for Riverwalk Festival

The Lowell Area Chamber of Commerce is requesting approval of a permit for a fireworks display on Saturday, July 8, 2017. This will be part of the annual Riverwalk Festival and, as in recent years, the fireworks will be launched from Stoney Lakeside Park.

Recommended Motion: That the Lowell City Council approve the request from the Lowell Area Chamber of Commerce for a fireworks display on Saturday, July 8, 2017.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/30/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton Gallagher One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 FAX (A/C, No): E-MAIL: ADDRESS:
INSURED Melrose Pyrotechnics, Inc. Kingsbury Industrial Parkway Heinold Complex Kingsbury IN 46345	INSURER(S) AFFORDING COVERAGE INSURER A: Everest Indemnity Insurance Co. 10851 INSURER B: Everest National Insurance Company 10120 INSURER C: Travelers Indemnity Co 25658 INSURER D: Maxum Indemnity Company 26743 INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 456188928

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	SI8ML00042-171	1/15/2017	1/15/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/POP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		SI8CA00025-171	1/15/2017	1/15/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$		EXC6017975	1/15/2017	1/15/2018	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	0323N491 (MI)	4/1/2017	4/1/2018	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.

DISPLAY DATE: July 8, 2017

LOCATION: Stoney Lakeside Park, Lowell MI

ADDITIONAL INSURED: Lowell Area Chamber of Commerce; Liz Baker; City of Lowell, MI; The Laurels of Kent

CERTIFICATE HOLDER

CANCELLATION

Lowell Area Chamber of Commerce Liz Baker 113 Riverwalk Plaza Lowell MI 49331	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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ACORD 25 (2010/05)

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APPLICATION FOR FIREWORKS DISPLAY PERMIT
Michigan Department of Energy, Labor, & Economic Growth
Bureau of Fire Services
P.O. Box 30700
Lansing, MI 48909
(517) 241-8847

2017

Authority: 1988 PA 358
Compliance: Voluntary
Penalty: Permit will not be issued

The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.

☒ PUBLIC DISPLAY

☐ AGRICULTURAL PEST CONTROL

Date of Application 04/6/17

Name of Applicant
MELROSE PYROTECHNICS, INC.

Address
P.O. BOX 302, KINGSBURY, IN 46345

Age (18 or over)

If a Corporation, Name of President
MICHAEL CARTOLANO

Address
P.O. BOX 302, KINGSBURY, IN 46345

If a Non-resident Applicant: Name of MI
Attorney or Resident Agent
MIKE VAN LOO

Address
P.O. BOX 123; 9019 W. BELDING RD, SUITE 3., BELDING, MI 48809

Phone No.
(616) 794-0205

Name of Pyrotechnic Operator
RANDY LOVELAND

Address
P.O. BOX 123, BELDING, MI 48809

Age (18 or over)
63

No. Years Experience No. Displays
20 YEARS 260+

Where
MICHIGAN, ILLINOIS, INDIANA

Name of Assistant:
BRIAN LOPER

Address
P.O. BOX 123, BELDING, MI 48809

Age
50

Name of Other Assistant:
DAVE ENBODY

Address
P.O. BOX 123, BELDING, MI 48809

Age
43

Exact Location of Proposed Display
STONEY LAKESIDE PARK, 1200 BOWES ROAD, LOWELL, MI

Date of Proposed Display July 8, 2017

Time of Proposed Display Dusk

No. Of Fireworks

Kind of Fireworks to be Displayed

Approximately 500

Aerial display shells ranging in size from 2.5 inches to 6 inches in diameter.

Manner & Place of Storage Prior to Display (Subject to Approval of Local Fire Authorities)

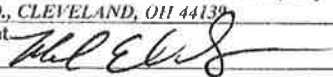
NO STORAGE NECESSARY, DELIVERED ON DATE OF DISPLAY

Amount of Bond of Insurance (to be set by local gov't)
\$5,000,000.00

Name of Bonding Corporation or Insurance Company
BRITTON-GALLAGHER & ASSOCIATES

Address of Bonding Corporation or Insurance Company
6240 SOM CENTER RD., CLEVELAND, OH 44139

Signature of Applicant



For Melrose Pyrotechnics, Inc.

SEE OTHER SIDE FOR INSTRUCTIONS

FIREWORKS DISPLAY PERMIT
Michigan Department of Energy, Labor, & Economic Growth
Bureau of Fire Services
P.O. Box 30700
Lansing, MI 48909
(517) 241-8847

2017

Authority: 1988 PA 358	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
Compliance: Voluntary	
Penalty: Permit will not be issued	

This permit is not transferable. It authorizes the resident wholesale dealer or jobber named below to have in his or her possession fireworks of any type, for sale only to holders of permits for public display or agriculture control.

☒ **PUBLIC DISPLAY**

☐ **AGRICULTURAL PEST CONTROL**

Issued To MELROSE PYROTECHNICS, INC.		Age (18 or over)
Address P. O. BOX 123; 9019 W. BELDING RD. SUITE 3, BELDING, MI 48809		
Name of Organization, Group, Firm, or Corporation Lowell Area Chamber of Commerce		
Address 113 Riverwalk, Lowell, Michigan		
Number and Types of Fireworks Approximately 500 aerial display shells ranging in size from 2.5 inches to 6 inches in diameter.		
Exact Location of Display Stoney Lakeside Park, 1200 Bowes Road		
City, Village, Township Lowell, MI		Date July 8, 2017
Bond or Insurance Filed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Time Dusk
		Amount \$5,000,000.00

Issued by action of the ☐ council ☐ commission ☐ board of the

☐ city ☐ village ☐ township of _____
(Name of City, Village, Township)

on the _____ day of _____

(Signature and Title of Council/Commission/Board Representative)

Lowell Chamber of Commerce

6" Shells; No Angles

East end of Lake, Off S. Center Street; Lowell, MI

MVL 1/21/13



Operator: Center of setup area is 420' South from End of drive on 2 track.

[illegible]

**MONTHLY COMPARISON TOTALS
MARCH 2016 AND 2017**

ACTIVITY	March	2016 YEAR-TO-DATE	March	2017 YEAR-TO-DATE
Total Arrests	15	57	26	69
Alcohol (MIP/Open Intox)	2	4	0	3
Drug Law Violations	3	9	4	8
Drunk Driving	2	4	4	5
Suspended License	1	9	7	14
Warrant Arrest	4	14	7	30
Other Arrests	3	17	4	9
Assault	1	1	1	3
Assault (Verbal)	2	11	1	8
Assault (Domestic)	3	9	0	5
Assist from Other Agency	5	25	5	17
Assist to Other Agency	16	39	7	31
Assist to Citizen	37	96	35	129
Breaking & Entering	0	3	0	0
Disorderly Conduct	2	6	4	8
Dog Complaints	1	2	4	6
Larceny	5	13	7	19
Malicious Destruction	3	7	3	5
Motorist Assist	11	40	7	18
Ordinance Violations	10	26	8	20
Accident Total	10	35	9	32
{Property Damage}	9	34	8	31
{Personal Injury}	1	1	1	1
Citations Issued	19	69	55	113
Traffic Stops: Warned	122	343	161	326
# of Traffic Stops Made	133	379	203	393
TOTAL COMPLAINTS	193	548	196	548

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

COMPLAINT #	DATE	INCIDENT	DEPARTMENT	STATUS
17-0440	3/16/2017	OWI ARREST	KCSD	BACK-UP
17-0445	3/17/2017	OWI ARREST	KCSD	BACK-UP
17-0502	3/24/2017	CPS INVESTIGATION	CPS	ASSISTED
17-0512	3/26/2017	DOG BITE	ANIMAL CONTROL	ASSISTED
17-0524	3/27/2017	VERBAL DOMESTIC	KCSD	BACK-UP

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

COMPLAINT #	DATE	INCIDENT	DEPARTMENT	STATUS	VENUE
17-0363	3/2/2017	CPS INVESTIGATION	CPS	ASSIST	LOWELL
17-0438	3/15/2017	ALARM	KCSD	ASSIST	LOWELL
17-0474	3/20/2017	PD ACCIDENT	KCSD	ASSIST	VERGENNES
17-0483	3/22/2017	ALARM	KCSD	BACK-UP	VERGENNES
17-0499	3/23/2017	B&E	KCSD	BACK-UP	LOWELL
17-0526	3/28/2017	THREATS	KCSD	BACK-UP	VERGENNES
17-0546	3/31/2017	DOMESTIC	KCSD	BACK-UP	LOWELL



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

Monday, March 20, 2017

Fire Authority Board:

We responded to 48 total incidents for the month of February, 18 fire related and 30 medical.

I attended the Chief's conference in Novi on 2/28 and 3/1. Listened to some great speakers and networked with some of the area Chiefs. I look forward to attending more of these types of functions as they become available. I believe the next one is in July up in Petosky.

No word from Platinum Powersports regarding the UTV delivery.

I spoke at the Rotary meeting on 02/15/2017 at noon. They had a lot of very good questions and I feel they have a better understanding of what we do.

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

After receiving my review, I feel the department is moving in the right direction. We will continue to move forward as a team and I am excited to see what the future holds for all of us.

Noted under equipment used in our reports it shows we used 8,000 gallons of water on a structure fire. This water was drafted out of Pratt Lk and did not come from any municipal hydrants.

Shannon 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.

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 4/13/2017 1:56:17 PM

Incident Count per User-Defined Fields for Date Range

Start Date: 03/01/2017 | End Date: 03/31/2017

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)	
0	55
000	1
6	1

USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)	
0	55
300	1
400'	1

USER-DEFINED FIELD: Hose 3 inch Feet used (Required)	
0	57

USER-DEFINED FIELD: Hose 5 inch feet used (Required)	
0	56
50'	1

USER-DEFINED FIELD: Hand Tools Used (Required)	
0	55
3	1
8	1

USER-DEFINED FIELD: Rescue Tools Used (Required)	
0	56
2	1

USER-DEFINED FIELD: Water used (gal) (Required)	
0	54
10	1
50	1
500'	1

Lowell Area Fire Dept.

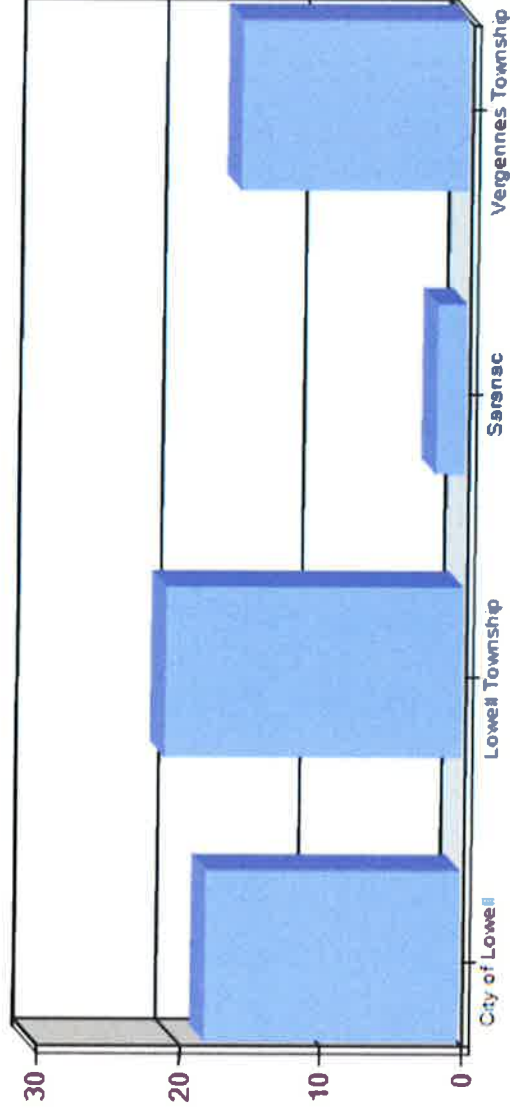
Lowell, MI

This report was generated on 4/13/2017 1:55:02 PM



Incident Count per Zone for Date Range

Start Date: 03/01/2017 | End Date: 03/31/2017



ZONE	# INCIDENTS
City of Lowell - City	18
Lowell Township - Lowell Township	21
Saranac - Saranac	2
Vergennes Township - Vergennes Township	16
TOTAL:	57

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 4/13/2017 1:57:27 PM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 03/01/2017 | End Date: 03/31/2017

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	18	22:46
Lowell Township - Lowell Township	21	83:55
Saranac - Saranac	2	2:19
Vergennes Township - Vergennes Township	16	44:39
TOTAL	57	153:39

CITY OF LOWELL
REPORT FOR : MARCH
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 14.50469 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: MARCH TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 228.42 HOURS, WHICH RESULTED IN
319.75 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 180.84
ELECTRICAL COST PER MILLION GALLONS: \$ 328.28
TOTAL COST PER MILLION GALLONS: \$ 509.12

WATER PRODUCTION

DAILY AVERAGE: 0.468
DAILY MAXIMUM: 0.535
DAILY MINIMUM: 0.369

THE AVERAGE PLANT OPERATION TIME WAS 7.3683 HOURS PER DAY.

Customer Complaints	Water Quality	0
	High Water Usage	0
	Low Pressure	0
Fire Hydrants	Flushed During Construction	0
	Flushed For Flushing Program	0
	Painted	0
	Repaired	0
Meters	Final Reads	12
	New Meter Installs	5
	billing re-reads	24
	Frozen Meters	0
Water Services	Home Owner Frozen Service	0
	City Owned Frozen Services	0
Valves	Operated During Construction	0
	Operated For Valve Turning Program	0
Water Mains	Water Main Breaks	0
MISS DIGS	Marking of Water mains and Services, Storm Mains, and Sanitary Mains	64
Stob Box	Stob Box Repairs	0
	Locating Missing Stop Box	0
	Stop Box Location Cards Made	0
Valve Box	Valve box Repairs	0
New Construction	On Site Construction Inspection	9

STREETS DEPARTMENT

MARCH 2017

Major & Local Streets

Snow and Ice Control

#16 – 78 Miles, 9.5 hrs.
#15 – 88 Miles, 12.5 hrs.
#9 – 1.5 hrs,

Pot holes:

2 Tons - pot holes filled with cold patch

Tons - of hot mix put down

Storm drains and ditches:

Cleaned catch basins throughout the City

Parking Lots

Salted all City parking lots

Public Works:

Airport:

Sidewalks:

Sidewalk inspections on the west side of the City

Trees, bushes, shrubs trimming and removal:

Traffic & Signs:

Replaced four arrow signs at Lincoln Lake and Elm
Replaced three way stop symbol at Bowes and S. Valley Vista

Misc:

Weekly Park Trash, D.D.A. Pickup (twice a week)
Set up City Hall weekly
Worked in old garage rebuilding trash can holders for the parks
Replaced two sinks, painted floors, walls and ceiling in Creekside park restrooms

March 2017 Sexton's Report

Total of Burials: 2 of those were: full: 1 cremations: 1 Year to date 6

Oakwood: Spent 108.5 hrs plus 2 hr's o.t.

- Double checked my records.
- Did all my paper work.
- Began to prune young trees, taking a number of trips to the dump.
- Picked up lots of sticks and small branches.
- Picked up all the snow plow stakes and made a place to store them.
- Lost a 96 year old maple tree in that wind storm, so lots of clean up.
- Continued to go through piles of stuff I've collected and tossing some.
- Went to some additional seminars for my pesticide lic.

City Hall – LPD: Spent 9.25 hrs removing snow, changing lights

Englehardt Library: Spent 9.25 doing the following:

- Refilled the soap dispensers again.
- Snow removal.
- Replacing burned out fuses.

D.D.A. Spent 23.25 hrs doing the following:

- Some snow removal and salting.
- Started trimming the yews by the old cable building.
- Pruning trees

D.P.W. 12 hr's snow removal and meetings

Museum: Spent 1.5 hr's snow removal and talking about spring projects.

I

Parks: Spent 37.25 hr. Removing snow, pruning trees clean up from wind storm.

Local Maint. 3 hr's Bruce helped cold patching

Loc. Winter Bruce helped DPW for 10 hr's

Major Winter Bruce helped 8 hr's

Equipment Maint. 3 hr's working on mowers

Sidewalks .5 hr getting supplies

04/12/2017

MAR

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB17900218	1800 W MAIN ST SE	03/14/2017	41-20-03-451-001	MOBILE HOME #132	50.00	2,000
PB17900217	1800 W MAIN ST SE	03/14/2017	41-20-03-451-001	MOBILE HOME #5	50.00	2,000
PB17900216	1800 W MAIN ST SE	03/14/2017	41-20-03-451-001	MOBILE HOME #128	50.00	2,000
PB17900292	1268 HIGHLAND HILL DR SE	03/16/2017	41-20-01-178-021	RESIDENCE	687.00	245,942
PB17900296	1224 HIGHLAND HILL DR SE	03/16/2017	41-20-01-178-028	RESIDENCE	687.00	245,942
PB17900335	311 E MAIN ST SE	03/27/2017	41-20-02-407-022	NEW SIGNAGE - FARM B	50.00	1,000
PB17900369	149 S HUDSON ST SE	03/30/2017	41-20-02-451-005	GRAIN BINS, DRYER & E	415.00	110,000

Total Permits: 7**Total Fee Amount:** 1,989.00**Total Const. Value:** 608,884

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE17900278	1353 HIGHLAND HILL DR SE	03/01/2017	41-20-01-178-041	RESIDENCE	246.00	0
PE17900285	413 E MAIN ST SE	03/02/2017	41-20-02-427-011	WALL SIGNDOLLAR GET	61.00	0
PE17900286	1800 W MAIN ST SE	03/02/2017	41-20-03-451-001	MOBILE HOME #5	66.00	0
PE17900293	1375 HIGHLAND HILL DR SE	03/03/2017	41-20-01-178-037	RESIDENCE W/DECK	246.00	0
PE17900300	1800 W MAIN ST SE	03/03/2017	41-20-03-451-001	INTERIOR REMODELM I	60.00	0
PE17900316	312 E MAIN ST SE	03/07/2017	41-20-02-430-014		150.00	0
PE17900331	1400 FOREMAN ST SE	03/09/2017	41-20-03-276-008	ADDITION TO BUILDING	150.00	0
PE17900332	1410 W MAIN ST SE	03/09/2017	41-20-03-478-048		164.00	0
PE17900377	115 S BROADWAY ST SE	03/21/2017	41-20-02-409-018	RESIDENCE	110.00	0
PE17900417	1268 HIGHLAND HILL DR SE	03/29/2017	41-20-01-178-021	PAID FOR ADDITIONAL)	246.00	0
PE17900424	1274 HIGHLAND HILL DR SE	03/30/2017	41-20-01-178-020		50.00	0

Total Permits: 11**Total Fee Amount:** 1,549.00**Total Const. Value:** 0

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

MAR

CITY OF LOWELL - PERMIT LIST

04/12/2017

PM17900471	1262 HIGHLAND HILL DR SE	03/06/2017	41-20-01-178-022	New Construction HVAC	220.00	0
PM17900484	521 LAFAYETTE	03/06/2017	41-20-02-254-002	Install new furnace	80.00	0
PM17900087	805 GRINDLE DR SE	03/07/2017	41-20-01-126-033	fireplace	80.00	0
PM17900518	318 E MAIN ST SE	03/08/2017	41-20-02-430-012	INTERIOR REMODELBIG	650.00	0
PM17900521	1800 W MAIN ST SE	03/09/2017	41-20-03-451-001	MOBILE HOME #132	55.00	0
PM17900522	1800 W MAIN ST SE	03/09/2017	41-20-03-451-001	MOBILE HOME #5	55.00	0
PM17900523	1800 W MAIN ST SE	03/09/2017	41-20-03-451-001	MOBILE HOME #128	55.00	0
PM17900544	312 E MAIN ST SE	03/10/2017	41-20-02-430-014	INTERIOR REMODELMID	125.00	0

Total Permits: 8

Total Fee Amount: 1,320.00

Total Const. Value: 0

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP17900220	1410 W MAIN ST SE	03/03/2017	41-20-03-478-048	ADDITION TO BUILDING	66.00	0
PP17900156	1375 HIGHLAND HILL DR SE	03/08/2017	41-20-01-178-037	NEW HOME	239.00	0
PP17900157	1353 HIGHLAND HILL DR SE	03/08/2017	41-20-01-178-041	NEW HOME	239.00	0
PP17900244	1800 W MAIN ST SE	03/09/2017	41-20-03-451-001	MOBILE HOME #132	55.00	0
PP17900245	1800 W MAIN ST SE	03/09/2017	41-20-03-451-001	MOBILE HOME #5	55.00	0
PP17900246	1800 W MAIN ST SE	03/09/2017	41-20-03-451-001	MOBILE HOME #128	55.00	0
PP17900297	1268 HIGHLAND HILL DR SE	03/22/2017	41-20-01-178-021	NEW HOME	234.00	0
PP17900298	1224 HIGHLAND HILL DR SE	03/22/2017	41-20-01-178-028	NEW BUILD	234.00	0
PP17900330	930 GRINDLE DR	03/27/2017	41-20-01-126-031		60.00	0

Total Permits: 9

Total Fee Amount: 1,237.00

Total Const. Value: 0

Grand Total Permits: 35

Grand Total Permit Fee: 6,095.00

Grand Total Const. Value: \$608,884

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BUDGET USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	248.68	0.00	(248.68)	100.00
OTHER	OTHER REVENUE	192,000.00	121,536.56	20,387.61	70,463.44	63.30
TRANSIN	TRANSFERS IN	100,000.00	0.00	0.00	100,000.00	0.00
TOTAL REVENUES		292,000.00	121,785.24	20,387.61	170,214.76	41.71
Expenditures						
450	CAPITAL OUTLAY	452,000.00	22,579.28	10,764.75	429,420.72	5.00
463	MAINTENANCE	38,650.00	11,279.39	1,256.75	27,370.61	29.18
474	TRAFFIC	9,100.00	4,203.37	274.05	4,896.63	46.19
478	WINTER MAINTENANCE	42,000.00	25,952.52	6,046.89	16,047.48	61.79
483	ADMINISTRATION	45,800.00	2,934.01	0.00	42,865.99	6.41
TOTAL EXPENDITURES		587,550.00	66,948.57	18,342.44	520,601.43	11.39
TOTAL REVENUES		292,000.00	121,785.24	20,387.61	170,214.76	41.71
TOTAL EXPENDITURES		587,550.00	66,948.57	18,342.44	520,601.43	11.39
NET OF REVENUES & EXPENDITURES		(295,550.00)	54,836.67	2,045.17	(350,386.67)	18.55

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
OTHER	OTHER REVENUE	87,000.00	46,497.59	7,781.26	40,502.41	53.45
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
TOTAL REVENUES		267,000.00	46,497.59	7,781.26	220,502.41	17.41
Expenditures						
450	CAPITAL OUTLAY	25,000.00	10,130.04	10,000.00	14,869.96	40.52
463	MAINTENANCE	70,300.00	38,423.50	1,961.25	31,876.50	54.66
474	TRAFFIC	11,000.00	5,555.88	865.60	5,444.12	50.51
478	WINTER MAINTENANCE	60,400.00	43,356.80	7,658.62	17,043.20	71.78
483	ADMINISTRATION	27,300.00	3,549.50	0.00	23,750.50	13.00
906	DEBT SERVICE	83,743.00	77,657.50	0.00	6,085.50	92.73
TOTAL EXPENDITURES		277,743.00	178,673.22	20,485.47	99,069.78	64.33
TOTAL REVENUES						
TOTAL EXPENDITURES		267,000.00	46,497.59	7,781.26	220,502.41	17.41
NET OF REVENUES & EXPENDITURES		277,743.00	178,673.22	20,485.47	99,069.78	64.33
		(10,743.00)	(132,175.63)	(12,704.21)	121,432.63	1,230.34

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	45.65	0.00	54.35	45.65
OTHER	OTHER REVENUE	50,000.00	50,000.00	0.00	0.00	100.00
TOTAL REVENUES		50,100.00	50,045.65	0.00	54.35	99.89
Expenditures						
000		50,000.00	33,367.00	5,420.00	16,633.00	66.73
TOTAL EXPENDITURES		50,000.00	33,367.00	5,420.00	16,633.00	66.73
TOTAL REVENUES		50,100.00	50,045.65	0.00	54.35	99.89
TOTAL EXPENDITURES		50,000.00	33,367.00	5,420.00	16,633.00	66.73
NET OF REVENUES & EXPENDITURES		100.00	16,678.65	(5,420.00)	(16,578.65)	16,678.6

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES		397,600.00	377,113.32	0.00	20,486.68	94.85
INT	INTEREST AND RENTS	250.00	281.30	0.00	(31.30)	112.52
TOTAL REVENUES		397,850.00	377,394.62	0.00	20,455.38	94.86
Expenditures						
450	CAPITAL OUTLAY	75,000.00	163,640.56	23,354.52	(88,640.56)	218.19
463	MAINTENANCE	77,500.00	69,258.19	4,057.67	8,241.81	89.37
483	ADMINISTRATION	39,900.00	8,319.19	1,425.56	31,580.81	20.85
740	COMMUNITY PROMOTIONS	65,000.00	37,673.02	73.97	27,326.98	57.96
965	TRANSFERS OUT	147,225.00	0.00	0.00	147,225.00	0.00
TOTAL EXPENDITURES		404,625.00	278,890.96	28,911.72	125,734.04	68.93
TOTAL REVENUES		397,850.00	377,394.62	0.00	20,455.38	94.86
TOTAL EXPENDITURES		404,625.00	278,890.96	28,911.72	125,734.04	68.93
NET OF REVENUES & EXPENDITURES		(6,775.00)	98,503.66	(28,911.72)	(105,278.66)	1,453.93

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
INT	INTEREST AND RENTS	2,000.00	260.00	0.00	1,740.00	13.00
LOCAL	LOCAL CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		7,000.00	260.00	0.00	6,740.00	3.71
Expenditures						
443	ARBOR BOARD	5,000.00	8,130.00	0.00	(3,130.00)	162.60
751	PARKS	0.00	1,600.00	0.00	(1,600.00)	100.00
758	DOG PARK	2,000.00	882.63	49.97	1,117.37	44.13
TOTAL EXPENDITURES		7,000.00	10,612.63	49.97	(3,612.63)	151.61
TOTAL REVENUES		7,000.00	260.00	0.00	6,740.00	3.71
TOTAL EXPENDITURES		7,000.00	10,612.63	49.97	(3,612.63)	151.61
NET OF REVENUES & EXPENDITURES		0.00	(10,352.63)	(49.97)	10,352.63	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)						
Revenues						
TRANSIN	TRANSFERS IN	294,446.00	0.00	0.00	294,446.00	0.00
TOTAL REVENUES		294,446.00	0.00	0.00	294,446.00	0.00
Expenditures						
906	DEBT SERVICE	294,446.00	62,222.51	0.00	232,223.49	21.13
TOTAL EXPENDITURES		294,446.00	62,222.51	0.00	232,223.49	21.13
TOTAL REVENUES		294,446.00	0.00	0.00	294,446.00	0.00
TOTAL EXPENDITURES		294,446.00	62,222.51	0.00	232,223.49	21.13
NET OF REVENUES & EXPENDITURES		0.00	(62,222.51)	0.00	62,222.51	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	216.00	1,300.04	0.00	(1,084.04)	601.87
INT	INTEREST AND RENTS	39,050.00	31,592.84	4,634.00	7,457.16	80.90
OTHER	OTHER REVENUE	1,000.00	2,044.22	55.22	(1,044.22)	204.42
TOTAL REVENUES		40,266.00	34,937.10	4,689.22	5,328.90	86.77
Expenditures						
000		44,000.00	33,045.78	2,711.24	10,954.22	75.10
TOTAL EXPENDITURES		44,000.00	33,045.78	2,711.24	10,954.22	75.10
TOTAL REVENUES		40,266.00	34,937.10	4,689.22	5,328.90	86.77
TOTAL EXPENDITURES		44,000.00	33,045.78	2,711.24	10,954.22	75.10
NET OF REVENUES & EXPENDITURES		(3,734.00)	1,891.32	1,977.98	(5,625.32)	50.65

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDDT USED
Fund 590 - WASTEWATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,084,000.00	835,300.89	79,298.87	248,699.11	77.06
INT	INTEREST AND RENTS	1,000.00	2,379.30	0.00	(1,379.30)	237.93
OTHER	OTHER REVENUE	0.00	3,453,163.00	0.00	(3,453,163.00)	100.00
TOTAL REVENUES		1,085,000.00	4,290,843.19	79,298.87	(3,205,843.19)	395.47
Expenditures						
550	TREATMENT	526,500.00	1,300,879.61	170,121.65	(774,379.61)	247.08
551	COLLECTION	381,600.00	136,253.80	34,855.33	245,346.20	35.71
552	CUSTOMER ACCOUNTS	84,950.00	58,406.96	5,836.35	26,543.04	68.75
553	ADMINISTRATION	362,300.00	53,149.34	47,569.34	309,150.66	14.67
TOTAL EXPENDITURES		1,355,350.00	1,548,689.71	258,382.67	(193,339.71)	114.26
TOTAL REVENUES		1,085,000.00	4,290,843.19	79,298.87	(3,205,843.19)	395.47
TOTAL EXPENDITURES		1,355,350.00	1,548,689.71	258,382.67	(193,339.71)	114.26
NET OF REVENUES & EXPENDITURES		(270,350.00)	2,742,153.48	(179,083.80)	(3,012,503.48)	1,014.30

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,022,000.00	779,401.96	81,274.62	242,598.04	76.26
INT	INTEREST AND RENTS	5,540.00	6,520.05	1,907.64	(980.05)	117.69
OTHER	OTHER REVENUE	5,000.00	23,696.15	2,154.00	(18,696.15)	473.92
TOTAL REVENUES		1,032,540.00	809,618.16	85,336.26	222,921.84	78.41
Expenditures						
570	TREATMENT	487,900.00	246,332.81	39,927.77	241,567.19	50.49
571	DISTRIBUTION	211,900.00	127,586.36	14,309.15	84,313.64	60.21
572	CUSTOMER ACCOUNTS	90,700.00	61,780.69	5,836.24	28,919.31	68.12
573	ADMINISTRATION	265,924.00	143,384.57	9,171.43	122,539.43	53.92
TOTAL EXPENDITURES		1,056,424.00	579,084.43	69,244.59	477,339.57	54.82
TOTAL REVENUES						
TOTAL EXPENDITURES		1,032,540.00	809,618.16	85,336.26	222,921.84	78.41
NET OF REVENUES & EXPENDITURES		(23,884.00)	230,533.73	16,091.67	(254,417.73)	965.22

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDDT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	78,700.00	78,724.80	0.00	(24.80)	100.03
OTHER	OTHER REVENUE	1,300.00	1,182.57	1,131.85	117.43	90.97
TOTAL REVENUES		80,000.00	79,907.37	1,131.85	92.63	99.88
Expenditures						
000		80,000.00	32,088.96	2,193.48	47,911.04	40.11
TOTAL EXPENDITURES		80,000.00	32,088.96	2,193.48	47,911.04	40.11
TOTAL REVENUES		80,000.00	79,907.37	1,131.85	92.63	99.88
TOTAL EXPENDITURES		80,000.00	32,088.96	2,193.48	47,911.04	40.11
NET OF REVENUES & EXPENDITURES		0.00	47,818.41	(1,061.63)	(47,818.41)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	7,000.00	7,978.31	468.26	(978.31)	113.98
INT	INTEREST AND RENTS	0.00	37.96	0.00	(37.96)	100.00
OTHER	OTHER REVENUE	1,100.00	20,376.84	0.00	(19,276.84)	1,852.44
TRANSIN	TRANSFERS IN	35,000.00	0.00	0.00	35,000.00	0.00
TOTAL REVENUES		43,100.00	28,393.11	468.26	14,706.89	65.88
Expenditures						
895	FLEET MAINT. & REPLACEMENT	203,299.07	455,289.17	54,544.64	(251,990.10)	223.95
TOTAL EXPENDITURES		203,299.07	455,289.17	54,544.64	(251,990.10)	223.95
TOTAL REVENUES		43,100.00	28,393.11	468.26	14,706.89	65.88
TOTAL EXPENDITURES		203,299.07	455,289.17	54,544.64	(251,990.10)	223.95
NET OF REVENUES & EXPENDITURES		(160,199.07)	(426,896.06)	(54,076.38)	266,696.99	266.48

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	5,750.00	500.00	(5,750.00)	100.00
INT	INTEREST AND RENTS	0.00	139.21	0.00	(139.21)	100.00
TOTAL REVENUES		0.00	5,889.21	500.00	(5,889.21)	100.00
TOTAL REVENUES		0.00	5,889.21	500.00	(5,889.21)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	5,889.21	500.00	(5,889.21)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	5,000.00	(512.02)	70.79	5,512.02	(10.24)
TOTAL REVENUES		5,000.00	(512.02)	70.79	5,512.02	(10.24)
Expenditures						
000		5,000.00	2,800.00	0.00	2,200.00	56.00
TOTAL EXPENDITURES		5,000.00	2,800.00	0.00	2,200.00	56.00
TOTAL REVENUES		5,000.00	(512.02)	70.79	5,512.02	10.24
TOTAL EXPENDITURES		5,000.00	2,800.00	0.00	2,200.00	56.00
NET OF REVENUES & EXPENDITURES		0.00	(3,312.02)	70.79	3,312.02	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	25,000.00	(1,980.62)	647.66	26,980.62	(7.92)
TOTAL REVENUES		25,000.00	(1,980.62)	647.66	26,980.62	(7.92)
Expenditures						
000		25,000.00	10,000.00	7,290.00	15,000.00	40.00
TOTAL EXPENDITURES		25,000.00	10,000.00	7,290.00	15,000.00	40.00
TOTAL REVENUES		25,000.00	(1,980.62)	647.66	26,980.62	7.92
TOTAL EXPENDITURES		25,000.00	10,000.00	7,290.00	15,000.00	40.00
NET OF REVENUES & EXPENDITURES		0.00	(11,980.62)	(6,642.34)	11,980.62	100.00

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	11.96	0.00	(11.96)	100.00
TOTAL REVENUES		0.00	11.96	0.00	(11.96)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	11.96	0.00	(11.96)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
			11.96	0.00	(11.96)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 03/31/2017	ACTIVITY FOR MONTH 03/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES		0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	41.64	0.00	(41.64)	100.00
NET OF REVENUES & EXPENDITURES		0.00	41.64	0.00	(41.64)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		6,476,482.24	7,977,207.35	241,441.08	(1,500,725.11)	123.17
NET OF REVENUES & EXPENDITURES		7,344,266.07	5,097,618.69	648,590.84	2,246,647.38	69.41
		(867,783.83)	2,879,588.66	(407,149.76)	(3,747,372.49)	331.83

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

March 2017





April 13, 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 March Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 45.94 million gallons of wastewater were treated, up from 39.99 million gallons the month before.

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

INDUSTRIAL PRETREATMENT PROGRAM

Fullers Septic was assessed \$64.02 in surcharges for March. No fines needed to be assessed and no operational problems were experienced at the plant from this discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
3/7	Widespread Electrical (1)	\$ 68.35
3/7	Showboat Automotive (2)	369.65
3/7	Bernard's Ace Hardware (3)	19.59
3/7	Grandtech (4)	1,199.09
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY15-16)		\$11,773.61*
Maintenance Allowance Spent YTD		8,636.25
Balance of Maintenance Allowance		\$ 3,137.36

*The maintenance spending for FY 15-16 exceeded the annual allotment by \$289.21 so that amount was deducted from the beginning balance on July 1st. That brought the beginning balance to \$11,773.61 (\$12,000-\$289.21).

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

- Electrical contacts for the Storage Tank mixer (1)
- Purchased block heater for portable generator, bearings for the thickener trunnion wheels, grease and parts to perform Spring service on both Scag mowers (2)
- Lawn rake and miscellaneous supplies (3)
- Troubleshoot control issue at the Main Lift Station (4)

PROJECTS FOR THE FUTURE

- Replace the temperature sensor on the portable generator
- Perform Spring service on lawn mowers

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

MARCH EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 5.5 mg/l, 78% 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 10.3 mg/l, 66% under the NPDES limit is 30 mg/l. The worst 7-day average was 14.3 mg/l, 68% under the NPDES limit is 45 mg/l.

The monthly average for Phosphorus was 0.52 mg/l, the limit is 1.0 mg/l.

The average removal rate for BOD was 96%; a minimum of 85% is required. The average removal rate for Suspended Solids was 92%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 69 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 240 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.028 mg/l; the limit is 0.038 mg/l. The monthly average was 0.014 mg/l.

Appendix A



Plant Influent Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

R4607 4/74
4833-6040

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

Plant No. 410049
Month March
Year 2017

Supintendent's Signature
Mark Mundi, Supt.

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
PN	0033	0045	50050	50051	00011	00400	00310	85001	00530	85002	00665	85004	00610	71900	PN		
SF															SF		
1	2578	0.03	1.60	2.00	55	7.4	159	2122	150	2002	2.3	30.7	8.8		1		
2	257	0.00	1.63	2.20											2		
3	27	0.00	1.52	2.00	54	7.2	122	1547	78	989		76			3		
4	27	0.00	1.68	2.10											4		
5	27	0.00	1.76	2.20	55	7.3	92	1266	64	881		54			5		
6	246	0.26	1.65	2.20											6		
7	268	0.00	1.68	2.00											7		
8	278	0.00	1.54	2.00	54	7.3	93	1194	62	796	1.7	21.8	7.8		8		
9	27	0.00	1.60	2.00	53	7.0	252	2767	288	3435					9		
10	278	0.00	1.43	2.00											10		
11	278	0.10	1.55	2.00											11		
12	257	0.06	1.59	2.10	53	7.0	263	3188	364	4827					12		
13	257	0.00	1.44	2.00											13		
14	27	0.00	1.34	1.80	53	7.3	145	1620	98	1095	2.9	22.4	8.8		14		
15	27	0.00	1.36	1.80											15		
16	27	0.00	1.21	1.70	53	7.3	118	1494	88	888					16		
17	34578	0.16	1.28	1.70											17		
18	36	0.00	1.37	1.80											18		
19	246	0.04	1.35	1.90	53	7.3	124	1396	80	901					19		
20	26	0.00	1.31	1.90											20		
21	26	0.00	1.17	2.10	53	7.1	118	1151	94	917	2.3	22.4	10.3		21		
22	26	0.00	1.23	1.90											22		
23	246	0.25	1.23	1.90	53	7.4	134	1408	128	1345					23		
24	246	0.04	1.26	1.50											24		
25	246	0.21	1.31	2.00											25		
26	246	0.19	1.51	2.00	54	7.2	154	2068	150	2014					26		
27	26	0.00	1.61	2.10											27		
28	26	0.00	1.53	2.00	54	7.5	114	1455	96	1225	2.2	38.1	8.2		28		
29	246	0.32	1.78	2.50											29		
30	246	0.49	1.78	2.50											30		
31	368	0.00	1.58	2.20	53	7.2	110	1449	92	1212					31		
TL	XXXX	2.85	45.94	XXXX	XXXX	XXXX	XXXX	54083	XXXX	49880	XXXX	777	XXXX	XXXX	TL		
ME	XXXX	XXXX	1.48	XXXX	54	7.3	143	1745	131	1699	2.1	25.1	8.8	XXXX	ME		
MAX	XXXX	0.91	1.78	2.50	55	7.5	263	3488	364	4827	2.3	30.7	10.3	XXXX	MAX		
MIN	XXXX	XXXX	1.17	1.50	53	7.0	92	1151	62	796	1.7	21.8	7.8	XXXX	MIN		

Activated Sludge Sheet

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

State of Michigan
Department of Environmental Quality

Lowell, Michigan

Plant No.
410049

Month
March

Year
2017

Superintendent's Signature

Mark Mundt, Supt.

AERATION SYSTEM					MIXED LIQUOR					SECONDARY SLUDGE				Process Modification see code 80889	REMARKS	
D A Y P N S F	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle. % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991			
1	96	10.8	7.8	0.18	2623	1962	11	2.38	2.8	42	0.48	0.36	105.8	1		
2		10.6											28.7	2		
3		11.3	10.5	0.20	1732	1293	9	1.92	4.9	52	0.36	0.27	0.0	3		
4		10.3											0.0	4		
5		9.8											0.0	5		
6		10.4	14.2	0.14	2084	1542	10	2.08	3.2	48	0.29	0.21	0.0	6		
7		10.3											0.0	7		
8		11.2	16.9	0.12	2244	1643	10	2.24	3.7	45	0.46	0.34	0.0	8		
9		10.8											0.0	9		
10		12.1	4.3	0.25	2480	1852	10	2.48	2.6	40	0.58	0.43	0.0	10		
11		12.1											0.0	11		
12		11.1											0.0	12		
13		10.8	3.7	0.26	3007	2342	13	2.31	1.9	43	0.59	0.44	91.6	13		
14		12.0											25.7	14		
15		12.9	11.7	0.17	2140	1596	9	2.38	4.0	42	0.41	0.31	0.0	15		
16		12.7											0.0	16		
17		14.2	19.9	0.11	2947	2220	12	2.46	3.5	41	0.55	0.41	0.0	17		
18		13.5											0.0	18		
19		12.6											0.0	19		
20		12.8	18.9	0.11	2847	2101	14	2.03	2.4	49	0.48	0.36	25.4	20		
21		13.2											25.9	21		
22		14.7	17.7	0.10	2713	2011	14	1.94	3.9	52	0.38	0.28	25.3	22		
23		13.0											0.0	23		
24		13.7	11.4	0.12	2567	1946	10	2.57	4.5	39	0.49	0.37	0.0	24		
25		13.2											0.0	25		
26		11.4											0.0	26		
27		10.7	9.4	0.14	3178	2382	17	1.87	1.6	53	0.47	0.35	94.5	27		
28		11.2											28.1	28		
29		11.3	11.7	0.13	2396	1811	13	1.84	3.6	54	0.42	0.31	0.0	29		
30		9.7											89.0	30		
31		10.9	9.5	0.17	1933	1446	12	1.61	3.7	62	0.30	0.23	36.8	31		
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	566.8	XXXX	TL	
ME	96	11.8	12.0	0.16	2492	1861	12	2.15	3.3	47	0.45	0.33	18.3	XXXX	ME	
MAX	XXXX	14.7	19.9	0.26	3178	2382	17	2.57	4.9	62	0.59	0.44	105.8	XXXX	MAX	
MIN	XXXX	9.7	3.7	0.10	1732	1293	9	1.61	1.6	39	0.29	0.21	XXXX	XXXX	MIN	

Remarks:

4833-5034
R4609 4/74

Final Effluent Sheet

MF	Total
MPW	31504
	31505

State of Michigan
Department of Environmental Quality

Lowell, Michigan

R 4610 474
4833-5468

Superintendent's Signature _____
Mark Mundi, Supt.

Plant No. 410049 Month March Year 2017 Sampling Point Code 001

D	A	Y	PN	SF	CBOD	SS	Total - P	VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	D
mg/l	LBS	% Rem	mg/l	LBS	% Rem	mg/l	LBS	% Rem	SU	mg/l	#/100ml	mg/l	mg/l	ng/l	A
80082	85001	80091	00530	85002	81011	00665	85004	81012	00400	00300	31616	00610	50060	71900	Y
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
4.7	65	97	14.4	192	90	0.47	6.27	8.4	7.5	10.7	152	0.10	0.015		1
4.7	66	96	8.4	106	89			8.0	7.7	11.3	240		0.012		2
5.8	80	94	8.4	116	87			4.4	7.6	10.2	240	0.20	0.016		3
5.6	72	94	8.8	113	86	0.55	7.06	5.2	7.4	9.8	240		0.014		4
6.3	75	97	8.8	105	97			8.0	7.4	10.9	91		0.016		5
6.7	89	97	11.2	149	97			9.6	7.5	12.4	240				6
6.1	68	96	10.0	112	90	0.54	6.03	9.6	7.4	11.9	51	0.07	0.001		7
4.6	46	97	15.2	153	83			10.8	7.6	10.8	15		0.028		8
8.1	91	93	17.6	198	78			14.8	7.5	10.6	8		0.020		9
5.2	51	96	5.6	55	94	0.59	5.76	5.2	7.3	11.3	63	0.22	0.026		10
3.4	36	97	9.6	101	93			6.4	7.3	10.4	28		0.015		11
6.6	89	96	10.4	140	93			8.0	7.3	10.8	20		0.001		12
4.5	57	96	6.8	87	93	0.47	6.00	6.4	7.4	11.0	39	0.10	0.026		13
4.0	53	96	8.8	116	90			4.8	7.5	10.8	132		0.001		14
TL	XXXX	XXXX	XXXX	3857	XXXX	XXXX	193.0	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	5.5	66	10.3	124	92	0.52	6.22	7.5	7.8	10.9	69	0.14	0.014	XXXX	ME
WA	6.4	79	14.3	154	84	XXXX	XXXX	11.7	7.6	10.3	240	0.22	0.025	XXXX	WA
MAX	8.1	91	17.6	198	97	0.59	7.06	14.8	7.7	12.4	240	0.22	0.028	XXXX	MAX
MIN	3.4	36	5.6	55	78	0.47	5.76	4.4	7.3	9.8	8	0.07	0.001	XXXX	MIN

Remarks: Fecal Coli for March 3, 6, 8, 13, are actually "Greater Than"
Cl2 Residuals for March 15, 27, 31 are actually "Less Than"

Miscellaneous Sheet

R 4607 4/74
4833-6040

State of Michigan
Department of Environmental Quality

Lowell, Michigan

Plant No. 410049
Month March
Year 2017

Superintendent's Signature

Mark Mundt, Supt.

Grit		Aux Fuel	Power Consumption	Chemicals Applied		Manpower					
						Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
D	A	CF	Nat. Gas	CF	KWH	CL2	LBS	FeCL2	GAL		
1	1	12	2.0	3	40	11	35	184	0	0	0
2	1	21	1.8			14	35	204	0	0	0
3	1	19	1.6			12	35				
4	1	13	1.8			14	40				
5	1	11	2.0			17	35				
6	1	11	1.6			13	35				
7	1	10	1.8			15	35				
8	1	15	1.6			15	40				
9	1	15	1.8			20	35				
10	1	19	1.6			10	35				
11	1	15	1.8			10	35				
12	1	18	1.8			13	35				
13	1	27	2.0			16	35				
14	1	29	1.8			15	35				
15	1	24	1.6			16	40				
16	1	21	1.6			35	16				
17	1	15	1.6			14	35				
18	1	6	1.6			20	40				
19	1	10	1.8			14	35				
20	1	10	1.6			10	35				
21	1	13	1.4			12	35				
22	1	14	1.8			13	35				
23	1	6	1.6			11	40				
24	1	6	1.6			14	35				
25	1	8	1.6			12	35				
26	1	8	2.0			14	35				
27	1	10	1.8			14	35				
28	1	9	1.6			11	40				
29	1	15	1.8			11	35				
30	1	14	1.8			10	35				
31	1	14	1.8			439	1101				
TL	31	434	53.6			14	36				
ME	1	14	1.7			35	40				
MAX	1	29	2.0			10	16				
MIN	1	6	1.4								

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
001 A
DISCHARGE NUMBER

MINOR
(SUBR GG)
F-FINAL
001 MUN.WASTEHD20--FLAT RIVER

FACILITY: LOWELL WWTP
LOCATION: LOWELL
ATTN: MARK MUNDT

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
2017	3	01	2017	3	31

*** NO DISCHARGE ***

NOTE: Read instructions before completing this form.

PARAMETER	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE	
	AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM				UNITS
OXYGEN, DISSOLVED (DO)	*****	*****	*****	9.8	*****	*****	(19)	0	3/7	Grab
00300 P 0 0	*****	*****	*****	3.0	*****	*****	mg/L		WEEKDAYS	GRAB
SEE COMMENTS BELOW	*****	*****	*****	7.3	*****	7.7	(12)	0	3/7	Grab
pH	*****	*****	*****	6.5	*****	9.0	S.U.		WEEKDAYS	GRAB
00400 P 0 0	*****	*****	*****	*****	*****	14.3	(19)	0	3/7	24 Hr Comp
SEE COMMENTS BELOW	*****	*****	*****	*****	*****	0.22	mg/L		WEEKDAYS	COMP24
SOLIDS, TOTAL SUSPENDED	*****	*****	*****	*****	*****	*****	(19)	0	1/7	24 Hr Comp
00530 B 0 0	*****	*****	*****	*****	*****	*****	mg/L		WEEKLY	COMP24
PRIOR TO DISINFECT	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
NITROGEN, AMMONIA TOTAL (AS N)	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
00610 B 1 0	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
PRIOR TO DISINFECT	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
PHOSPHORUS, TOTAL (AS P)	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
00665 B 0 0	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
PRIOR TO DISINFECT	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
THRU TREATMENT PLANT	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
50050 1 0 0	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
EFFLUENT GROSS VALUE	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
CHLORINE, TOTAL RESIDUAL	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
50060 P 0 0	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
SEE COMMENTS BELOW	*****	*****	*****	*****	*****	*****	*****		WEEKDAYS	RECORD FLOW
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER			SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT			PHONE NUMBER			DATE	
Mark Mundt, Supt.						(616) 897-8135			2017 4 10	
TYPED OR PRINTED										
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.

This is an electronic copy.

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

MINOR

NAME: LOWELL W W II

LOWELL W. WILF

ADDRESS: 301 EAST MAIN STREET

MI 49331

PERMIT NUMBER

DISCHARGE NUMBER

001 MUN. WASTE H2O--FLAT RIVER

FACILITY: LOWELL WWTP

MI 49331

LOCATION: LOWELL

ATTN: MARK MUNDT

MONITORING PERIOD

FROM		TO		YEAR		MO		DAY	
YEAR	MO	DAY	YEAR	MO	DAY	YEAR	MO	DAY	
2017	3	01	2017	3	31				

*** NO DISCHARGE ***

NOTE: Read Instructions before completing this form.

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			
COLIFORM, FECAL GENERAL 74055 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****		*****	69	240	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	*****	*****	200	400	mg/L		DAILY	GRAB
	SAMPLE MEASUREMENT	66	79	(26)	*****	5.5	6.4	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	300	470	lbs/day	*****	25	40	mg/L		WEEKDAYS	COMP24
BOD, 5-DAY PERCENT REMOVAL 81010 K 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****		96	*****	*****	(23)	0	1/30	CALCTD
	PERMIT REQUIREMENT	*****	*****	*****	85	*****	*****	PER-CENT		ONCE/MON	CALCTD
	SAMPLE MEASUREMENT	*****	*****	*****	92	*****	*****	(23)	0	1/30	CALCTD
	PERMIT REQUIREMENT	*****	*****	*****	85	*****	*****	PER-CENT		ONCE/MON	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL 81011 K 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****		*****	*****	*****		0	1/90	GRAB
	PERMIT REQUIREMENT	*****	*****	*****	*****	*****	*****			QUARTERLY	GRAB
	SAMPLE MEASUREMENT	*****	0.00001	lbs/day	*****	*****	0.79	ng/L	0	1/90	CALCTD
	PERMIT REQUIREMENT	*****	0.000036	lbs/day	*****	*****	3.0	ng/L		QUARTERLY	CALCTD
71900 X 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER		I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.				PHONE NUMBER		DATE			
Mark Mundt, Supt.						(616) 897-8135		2017 4		10	
TYPED OR PRINTED						SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		NUMBER		DAY	

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

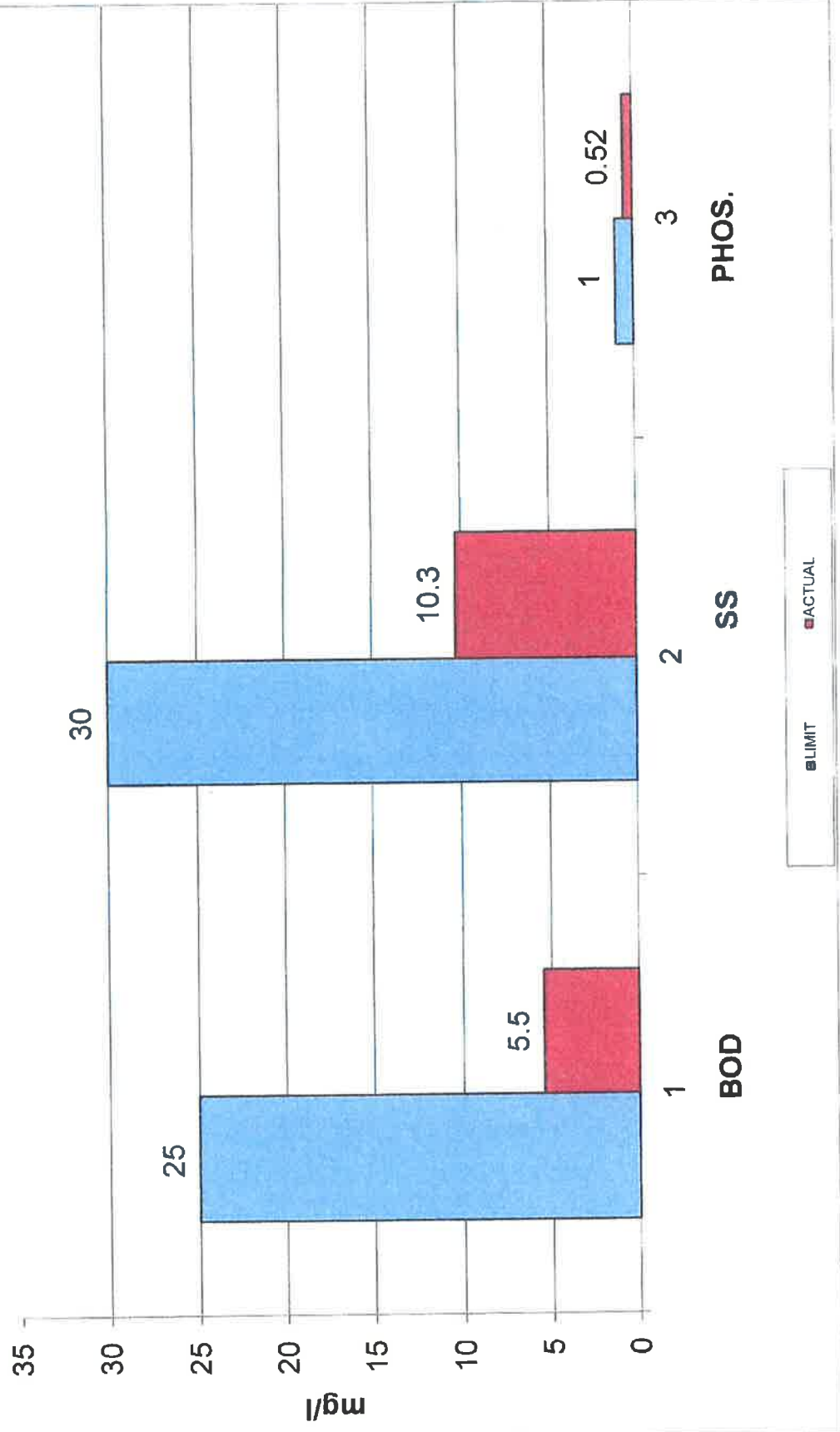
P=AFTER DISINFECTION

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

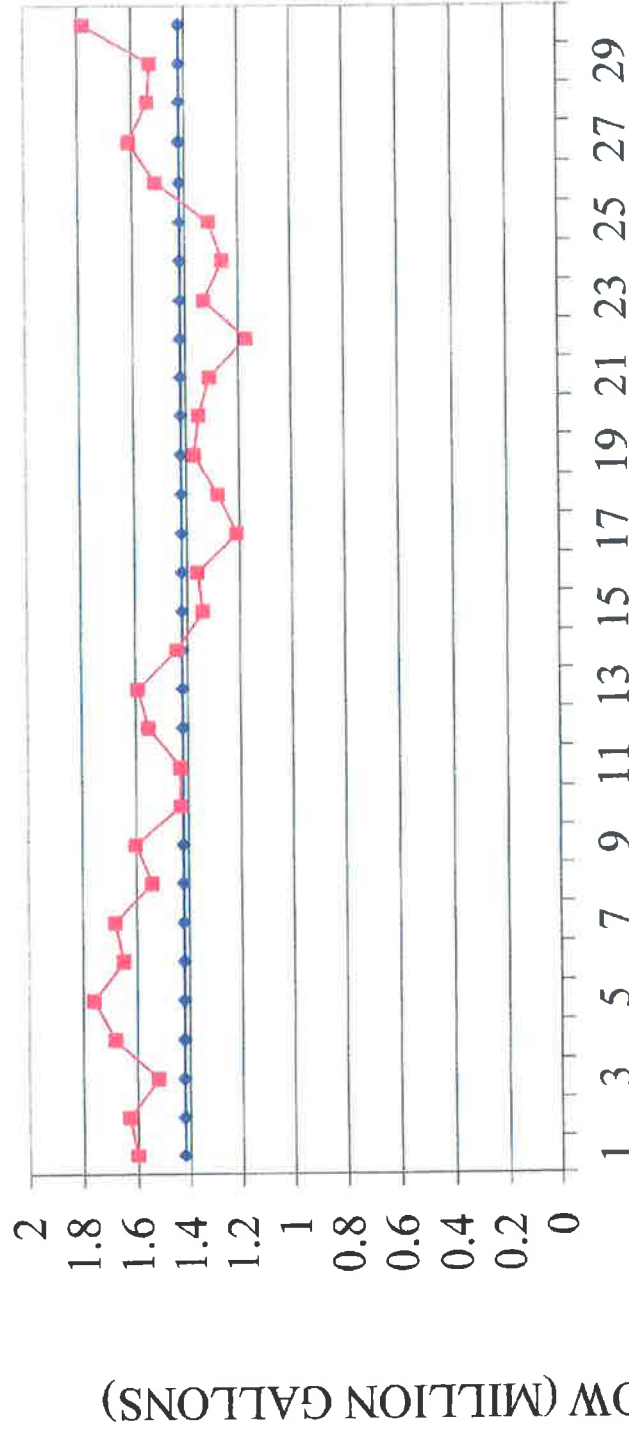
Appendix B



EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW



DATE

DESIGN FLOW ACTUAL FLOW

