



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

CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, JULY 16, 2018, 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 and closed minutes of the July 2, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$111,792.61.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS

5. NEW BUSINESS

- a. Establishment of Brownfield Redevelopment Authority
- b. MERS Actuarial

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. CLOSED SESSION

- a. To consult with its attorney regarding trial or settlement strategy in connection with Francis v. City of Lowell

12. ADJOURNMENT

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



301 East Main Street
Lowell, Michigan 49331
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www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, July 16, 2018

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

- Approval of the Agenda.
- Approve and place on file the regular and closed minutes of the June 18, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$111,792.61

3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS
5. NEW BUSINESS

- a. Establishment of Brownfield Redevelopment Authority. Memo is provided by City Manager Mike Burns.

Recommended Motion: That the Lowell City Council approve Resolution 24-18 to declare the intent to establish a Brownfield Redevelopment Authority and to designate the boundaries of a Brownfield Redevelopment Zone and set the date for the public hearing.

- b. MERS Actuarial. Memo is provided by City Manager Mike Burns.
6. BOARD/COMMISSION REPORTS
7. MONTHLY REPORTS
8. MANAGER'S REPORT
9. APPOINTMENTS
10. COUNCIL COMMENTS

11. CLOSED SESSION

- a. To consult with its attorney regarding trial or settlement strategy in connection with Francis v. City of Lowell

12. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JULY 2, 2018, 7:00 P.M.**

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

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

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

Absent: None.

Also Present: City Manager Michael Burns, City Deputy Clerk Amy Brown, DPW Director Rich LaBombard, L & P 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 June 18, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$203,283.19.

IT WAS MOVED BY PHILLIPS and seconded by CANFIELD to approve the consent agenda as amended adding language to item 10, "Conducting a personal evaluation of the City Manager" and approving the minutes as amended.

YES: Councilmember Phillips, Councilmember Chambers, Councilmember Canfield, Mayor Devore, and Councilmember Salzwedel.

NO: None. ABSENT: None. MOTION CARRIED.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

There were none.

4. OLD BUSINESS.

There was none.

5. NEW BUSINESS.

a. North Broadway.

City Manager Mike Burns stated that one of the two sidewalk ramps nearer to the entrance to the Light & Power building was removed during the repaving on N. Broadway and someone filed a complaint with the City and was concerned we were not ADA compliant. Burns explained they have looked at the matter and the Council has reviewed the situation, we are in compliance with ADA.

Perry Beachum spoke regarding his disagreement with the closest ramp to the Light & Power Building being removed.

Attorney Dick Wendt stated for convenience, closer to the door would be better but legally we are compliant.

IT WAS MOVED BY DEVORE and seconded by CHAMBERS that the City Council does not put in a sidewalk ramp as we are currently ADA compliant.

YES: Mayor Devore, Councilmember Salzwedel, Councilmember Phillips, and Councilmember Chambers
NO: Councilmember Canfield. ABSENT: None. MOTION CARRIED.

b. 2560 Bowes Road.

City Manager Mike Burns stated in 2014, the City of Lowell acquired the property located at 2560 Bowes Road through a tax reversion from Kent County and the property was formerly owned by an operator of a Big Boy franchise and was never developed. The property is zoned General Industrial and is adjacent to City owned property where Lowell Light & Power utilize their transmission station. Burns went on to state, earlier this spring; we received a request from Ryan Peel, of Vergennes Broadband to purchase the property so he can use it to manage the fiber system he provides to customers in this community. It was explained to Ryan Peel the provisions in the charter pertaining to the sale of city owned property which includes the following:

- (1) In case of sale, there shall be at least two published advertisements for bids prior to adoption of a resolution for sale or disposal.
- (2) Such action is approved by the affirmative vote of four or more members of the Council, and unless,
- (3) In the case of real estate owned by it, the resolution authorizing the sale, lease or disposal thereof shall be completed in the manner in which it is finally passed and has remained on file with the Clerk for public inspection for twenty days before the final adoption or passage thereof, and unless
- (4) It shall in accordance with Section 5.12 (a) of this Charter

Burns continued City Administration views the use of this property as being utilized for a tax generating use and following the process above, the city had no need for this property. If the property is placed out for bid, anyone could bid, including Vergennes Broadband. The City Council could then select any bid they receive that most suits the city and use of the property with the property being sold at near market value according to the Michigan Constitution.

IT WAS MOVED BY DEVORE and seconded by CANFIELD to allow the City to establish a request for proposals for the sale of 2560 Bowes St. in accordance with the City Charter.

YES: Councilmember Salzwedel, Councilmember Phillips, and Councilmember Chambers, Councilmember Canfield, and Mayor Devore.
NO: None. ABSENT: None. MOTION CARRIED.

c. Lowell Light & Power – Spending Authority.

Lowell Light & Power(LL&P) General Manager Steve Donkersloot explained the spending limit for the LL&P General Manager is 10+ years old and needs to be increased and why. The LL&P Board decided the spending authority should be a flat dollar amount based on a percentage of the fiscal year's budgeted total revenue that the Board feels comfortable with. The flat dollar amount would be reviewed annually if revenue significantly changes (up or down) from the previous year.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to increase the LL&P's General Managers (i.e. Superintendent's) maximum spending authority to \$50,000 for budgeted and/or approved projects and to \$25,000 for discretionary purchases/items.

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

NO: None. ABSENT: None. MOTION CARRIED.

d. AT&T Right of Way Permit.

City Manager Mike Burns stated the AT&T right of way permit is going to expire in December and the City has had a continuous agreement with AT&T that has been renewed every five years since 2003. The agreement is for AT&T to operate in our right of way and payments made to the City for use of our right of way have been set by the METRO ACT.

IT WAS MOVED BY DEVORE and seconded by CHAMBERS to renew the AT&T Right of Way Permit agreement with the City of Lowell until December 5, 2023.

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

NO: None. ABSENT: None. MOTION CARRIED.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Canfield stated Parks & Rec met on June 19, 2019 and said Heather Wood-Gramza from Englehardt Library came and stated they were selected to do a story walk and they are in the process of figuring out which park they are going to use. Love week/Impact church had 606 volunteers who did a lot of projects around town and a great thing for the community. The Showboat is in its final stages of design and getting ready to get that project out for bid.

Councilmember Phillips gave a report for the Historic District Commission.

Mayor Devore stated Fire Authority may be cancelled this month but will meet again in August.

7. **MANAGER'S REPORT.**

City Manager Mike Burns reported on the following:

- Final Stages of the S. Broadway Project, paving should be complete next week or soon after.
- Articles on Michigan's Infrastructure, would like Council to review.
- Flower Planters on the bridge in the future was discussed at the June 28 DDA meeting.
- Walkability study gave us some idea to enhance our City and we would like to make some modifications to the Master Plan to include some of these and finalize the Downtown Master Plan.

8. **APPOINTMENTS.**

IT WAS MOVED BY DEVORE and seconded by PHILLIPS to appoint Jim Hodges to the Board of Review.
YES: 5. NO: None. ABSENT: None. MOTION CARRIED.

9. **COUNCIL COMMENTS.**

Councilmember Chambers stated Coffee with Council next Saturday is cancelled.

Councilmember Phillips thanked all the staff and departments for their hard work and dedication.

Councilmember Salzwedel reminded everyone to get out to the Riverwalk Festival.

Mayor DeVore stated that he and Mike Burns went to visit the Lighthouse in Iowa and they were very impressed with the company, their success, and all the employees demeanor.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to go into a closed session at 7:40 p.m.
YES: 5. NO: None. ABSENT: None. MOTION CARRIED.

IT WAS MOVED BY CHAMBERS and seconded by CANFIELD to come out of closed session at 8:43 p.m.
YES: 5. NO: None. ABSENT: None. MOTION CARRIED.

10. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to ADJORN AT 8:44.
YES: 5. NO: None. ABSENT: None. MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	WOOD TV	EIGHT WEST CELEBRATES LOWELL	375.00	71473
101-000-084.015	DUE FROM FIRE AUTHORITY	MANSZEWSKI EXCAVATING, I	MOWING CONTRACT	150.00	71457
101-000-085.000	DUE FROM LIGHT & POWER	LOWELL LIGHT & POWER	DELIQ ELECTRIC - 424 ELM	70.64	71456
101-000-085.000	DUE FROM LIGHT & POWER	VISA	ACCOUNT STATEMENT	108.94	71471
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	MARY BRUCE	CREEKSIDE DEPOSIT	50.00	71519
Total For Dept 000				754.58	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	THE RIGHT PLACE	4 YEAR COMMITMENT	2,500.00	71465
101-172-860.000	TRAVEL EXPENSES	VISA	ACCOUNT STATEMENT	35.30	71471
Total For Dept 172 MANAGER				2,535.30	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	240.50	71509
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	1,221.00	71509
Total For Dept 210 ATTORNEY				1,461.50	
Dept 215 CLERK					
101-215-864.000	CONFERENCES & CONVENTIONS	VISA	ACCOUNT STATEMENT	1,376.20	71471
101-215-900.000	PRINTING	LOWELL LEDGER	ORDINANCE ADOPTION	64.20	71455
Total For Dept 215 CLERK				1,440.40	
Dept 253 TREASURER					
101-253-740.000	OPERATING SUPPLIES	HOOVER PRINTING	TAX PAPER	33.66	71452
Total For Dept 253 TREASURER				33.66	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	113.25	71526
101-265-740.000	OPERATING SUPPLIES	GERARD, LORI	CITY SUPPLIES	62.88	71448
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	42.53	71526
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	IP CONSULTING/ACCESS POINT	532.84	71456
101-265-850.000	COMMUNICATIONS	COMCAST	BUSINESS INTERNET	149.85	71507
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	693.88	71444
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	3,320.88	71518
101-265-975.000	BUILDING IMPROVEMENTS	VISA	ACCOUNT STATEMENT	40.32	71471
101-265-975.000	BUILDING IMPROVEMENTS	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	45.11	71505
Total For Dept 265 CITY HALL				5,001.54	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	10.79	71505
101-276-740.000	OPERATING SUPPLIES	ECO GREEN SUPPLY	SEED MIXTURE	127.04	71510
101-276-744.000	UNIFORMS	FANS IN THE STANDS	UNIFORMS	500.00	71512
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM - CEMETERY	80.00	71453
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOMS	80.00	71516
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	58.74	71518
101-276-955.000	MISCELLANEOUS EXPENSE	ASSOC. OF G.R. LANDSCAPE	SUMMER FIELD DAY	40.00	71504
Total For Dept 276 CEMETERY				896.57	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEES	STATE OF MICHIGAN	LOWELL POLICE DEPT.	30.00	71525
101-301-727.000	OFFICE SUPPLIES	HOOVER PRINTING	LOCKOUT WAIVERS - RECEIPT BOOK COVER	127.36	71514
101-301-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	57.13	71471
101-301-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	17.99	71526

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	IP CONSULTING/ACCESS POINT	152.20	71456
101-301-930.000	R & M EQUIPMENT	RAYNOR OVERHEAD DOOR OF	LPD DOOR	90.00	71462
101-301-955.000	MISCELLANEOUS EXPENSE	SPECTRUM HEALTH	BLOOD DRAW	25.00	71524
101-301-960.000	SALVAGE EXPENSES	VISA	ACCOUNT STATEMENT	31.49	71471
101-301-984.000	EQUIPMENT	VISA	ACCOUNT STATEMENT	319.68	71471
101-301-984.000	EQUIPMENT	LAUREN, GORDY	EQUIPMENT ALLOWANCE	150.00	71517
Total For Dept 301 POLICE DEPARTMENT				1,000.85	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	272.23	71471
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	14.48	71505
101-441-802.000	CONTRACTUAL	MANSZEWSKI EXCAVATING, I	MOWING CONTRACT	150.00	71457
101-441-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	IP CONSULTING/ACCESS POINT	71.06	71456
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	84.82	71444
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	379.31	71518
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	LIGHT AND POWER	1,218.20	71518
101-441-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	33.99	71505
101-441-975.000	BUILDING IMPROVEMENTS	VISA	ACCOUNT STATEMENT	719.00	71471
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS				2,943.09	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	17.93	71444
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	117.65	71518
Total For Dept 747 CHAMBER/RIVERWALK				135.58	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	GTW	MIRRORS	37.83	71450
101-751-740.000	OPERATING SUPPLIES	O'LEARY PAINT	TRAFFIC PAINT	205.59	71459
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PL	GOOD AND SERVICES	25.98	71529
101-751-744.000	UNIFORMS	FANS IN THE STANDS	UNIFORMS	200.00	71512
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOMS	210.00	71453
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOMS - BURCH FIELD	210.00	71453
101-751-802.000	CONTRACTUAL	MANSZEWSKI EXCAVATING, I	MOWING CONTRACT	5,760.00	71457
101-751-802.000	CONTRACTUAL	PREIN & NEWHOF, INC.	STONE LAKE SAMPLES	550.00	71460
101-751-802.000	CONTRACTUAL	TRUGREEN	LAWN SERVICE - REC PARK	123.00	71468
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	597.06	71518
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	50.56	71505
101-751-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PL	GOOD AND SERVICES	42.98	71529
Total For Dept 751 PARKS				8,013.00	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	49.87	71518
Total For Dept 757 SHOWBOAT				49.87	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	SITEONE LANDSCAPE SUPPLY	LANDSCAPE SUPPLIES	64.92	71523
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	129.05	71526
101-790-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	IP CONSULTING/ACCESS POINT	192.32	71456
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	123.27	71444
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	1,482.55	71518
Total For Dept 790 LIBRARY				1,992.11	
Dept 804 MUSEUM					

07/13/2018 02:43 PM
User: SUEU
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/29/2018 - 07/13/2018
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

Page: 3/7

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENANCE	CONSUMERS ENERGY	JUNE 2018	15.12	71508
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	287.87	71518
Total For Dept 804 MUSEUM				302.99	
Total For Fund 101 GENERAL FUND				26,561.04	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	TOP SOIL & STONE	87.05	71467
202-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	60.50	71505
Total For Dept 463 MAINTENANCE				147.55	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	DORNBOS SIGN & SAFETY IN	SIGNS	688.91	71446
202-474-740.000	OPERATING SUPPLIES	DORNBOS SIGN & SAFETY IN	STATEMENT OF ACCOUNT	65.35	71446
Total For Dept 474 TRAFFIC				754.26	
Total For Fund 202 MAJOR STREET FUND				901.81	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	GTW	MIRRORS	37.84	71450
203-463-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	TOP SOIL & STONE	87.05	71467
203-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PL	GOOD AND SERVICES	49.65	71529
203-463-744.000	UNIFORMS	FANS IN THE STANDS	UNIFORMS	200.00	71512
Total For Dept 463 MAINTENANCE				374.54	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	DORNBOS SIGN & SAFETY IN	STATEMENT OF ACCOUNT	65.35	71446
203-474-740.000	OPERATING SUPPLIES	O'LEARY PAINT	TRAFFIC PAINT	205.58	71459
203-474-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PL	GOOD AND SERVICES	48.12	71529
Total For Dept 474 TRAFFIC				319.05	
Dept 906 DEBT SERVICE					
203-906-991.000	PRINCIPAL	THE BANK OF NEW YORK MEL	2005 TRAN FD IMP BDS	25,000.00	71464
203-906-995.000	INTEREST	THE BANK OF NEW YORK MEL	2005 TRAN FD IMP BDS	1,056.25	71464
Total For Dept 906 DEBT SERVICE				26,056.25	
Total For Fund 203 LOCAL STREET FUND				26,749.84	
Fund 238 HISTORICAL DISTRICT FUND					
Dept 000					
238-000-880.000	COMMUNITY PROMOTION	BARTKUS, ERIC K	HDC GRANT FOR ROOF	2,426.00	71440
Total For Dept 000				2,426.00	
Total For Fund 238 HISTORICAL DISTRICT FUND				2,426.00	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-801.000	PROFESSIONAL SERVICES	BLUE ZONES, LLC	WALKABILITY DISCOVERY	8,216.05	71506
Total For Dept 450 CAPITAL OUTLAY				8,216.05	
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	O'LEARY PAINT	TRAFFIC PAINT	411.18	71459

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY	WOOD CHIPS	196.00	71466
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	14.49	71505
248-463-740.000	OPERATING SUPPLIES	ECO GREEN SUPPLY	SEED MIXTURE	109.00	71510
248-463-740.000	OPERATING SUPPLIES	SITEONE LANDSCAPE SUPPLY	LANDSCAPE SUPPLIES	7.76	71523
248-463-740.000	OPERATING SUPPLIES	SITEONE LANDSCAPE SUPPLY	LANDSCAPE SUPPLIES	99.28	71523
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY	WOOD CHIPS	296.60	71528
248-463-740.000	OPERATING SUPPLIES	WILLIAM BOS GREENHOUSE	FLOWERS	15.00	71531
248-463-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOMS	190.00	71453
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	519.86	71518
Total For Dept 463 MAINTENANCE				1,859.17	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	BHS INSURANCE	ADDITIONAL COVERAGE - FIREWORKS	1,700.00	71441
248-740-880.000	COMMUNITY PROMOTION	VISA	ACCOUNT STATEMENT	336.74	71471
248-740-880.000	COMMUNITY PROMOTION	WOOD TV	EIGHT WEST CELEBRATES LOWELL	375.00	71473
Total For Dept 740 COMMUNITY PROMOTIONS				2,411.74	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				12,486.96	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-801.000-PK1701	PROFESSIONAL SERVICES	HEARTHSTONE DESIGN STUDI	LOWELL SHOWBOAT SERVICES	906.25	71451
260-751-801.000-PK1701	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	55.50	71509
Total For Dept 751 PARKS				961.75	
Dept 758 DOG PARK					
260-758-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEAT	DOG PARK R & M	53.00	71443
260-758-930.000	REPAIR & MAINTENANCE	GREENBUD LANDSCAPING INC	LANDSCAPING	65.00	71513
260-758-930.000	REPAIR & MAINTENANCE	GREENBUD LANDSCAPING INC	LANDSCAPING	65.00	71513
Total For Dept 758 DOG PARK				183.00	
Total For Fund 260 DESIGNATED CONTRIBUTIONS				1,144.75	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	NELSON, ERIC	AIRPORT SUPPLIES	259.53	71458
581-000-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PL	GOOD AND SERVICES	285.25	71529
581-000-802.000	CONTRACTUAL	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	1,359.52	71505
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	223.22	71444
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STREET LIGHTS	25.25	71508
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT INTERNET	49.99	71470
Total For Dept 000				2,202.76	
Total For Fund 581 AIRPORT FUND				2,202.76	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	IP CONSULTING/ACCESS POINT	198.63	71456
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	LIGHT AND POWER	5,115.64	71518
Total For Dept 000				5,314.27	
Dept 551 COLLECTION					
590-551-744.000	UNIFORMS	FANS IN THE STANDS	UNIFORMS	77.00	71512
590-551-850.000	COMMUNICATIONS	VERIZON WIRELESS	MAY 30 - JUNE 29 2018	20.00	71530

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 WASTEWATER FUND					
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER/SEWER REPAIR	3,098.60	71511
Total For Dept 551 COLLECTION				3,195.60	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	296.00	71509
Total For Dept 553 ADMINISTRATION				296.00	
Total For Fund 590 WASTEWATER FUND				8,805.87	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water	BLANDING, DAVID	UB refund for account: 1-02240-3	18.04	71442
591-000-276.000	Water	RASH, DARREL	UB refund for account: 2-02848-2	113.48	71461
Total For Dept 000				131.52	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	SHERWIN WILLIAMS CO.	WTP PAINT	175.35	71463
591-570-740.000	OPERATING SUPPLIES	USA BLUE BOOK	WTP - EYEWASH	33.83	71469
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	194.44	71505
591-570-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	PARTS	4.89	71520
591-570-740.000	OPERATING SUPPLIES	SHOWBOAT AUTOMOTIVE SUPP	SUPPLIES	14.52	71522
591-570-743.000	CHEMICALS	GRAYMONT CAPITAL INC.	WTP QUICKLIME	6,354.60	71449
591-570-802.000	CONTRACTUAL	MANSZEWSKI EXCAVATING, I	MOWING CONTRACT	660.00	71457
591-570-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	IP CONSULTING/ACCESS POINT	194.30	71456
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	127.88	71444
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	4,282.30	71518
591-570-955.000	MISCELLANEOUS EXPENSE	VISA	ACCOUNT STATEMENT	211.00	71471
Total For Dept 570 TREATMENT				12,253.11	
Dept 571 DISTRIBUTION					
591-571-744.000	UNIFORMS	FANS IN THE STANDS	UNIFORMS	77.00	71512
591-571-801.000	CROSS CONNECTIONS	HYDROCOP	CROSS CONNECTION CONTROL PROGRAM	937.00	71515
591-571-801.000	CROSS CONNECTIONS	HYDROCOP	CROSS CONNECTION CONTROL PROGRAM	864.00	71515
591-571-801.000	CROSS CONNECTIONS	HYDROCOP	CROSS CONNECTION CONTROL PROGRAM	73.00	71515
591-571-802.000	CONTRACTUAL	MANSZEWSKI EXCAVATING, I	MOWING CONTRACT	480.00	71457
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	MAY 30 - JUNE 29 2018	20.01	71530
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	LIGHT AND POWER	1,639.50	71518
591-571-930.000	REPAIR & MAINTENANCE	FIXALL ELECTRIC MOTOR SE	WATER DEPT R & M	899.04	71447
591-571-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	HYDRANT REPAIR KING & WASHINGTON	2,115.00	71454
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	353.14	71505
591-571-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER/SEWER REPAIR	7,378.00	71511
591-571-930.000	REPAIR & MAINTENANCE	PLUMMERS ENVIRONMENTAL S	TELEVISED LATERAL SERVICES	900.90	71521
Total For Dept 571 DISTRIBUTION				15,736.59	
Dept 573 ADMINISTRATION					
591-573-996.000	PAYING AGENT FEES	THE BANK OF NY MELLON TR	LOWELL CITY OF WSS REV RDG BONDS	990.00	71527
Total For Dept 573 ADMINISTRATION				990.00	
Total For Fund 591 WATER FUND				29,111.22	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	184.54	71526

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	COPY MACHINE CONTRACT	32.28	71445
636-000-802.000	CONTRACTUAL	ADDORIO TECHNOLOGIES, LL	COMPUTER SERVICES	286.84	71503
Total For Dept 000				503.66	
Total For Fund 636 DATA PROCESSING FUND				503.66	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	GTW	ACCOUNT STATEMENT	109.51	71450
661-895-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	129.69	71471
661-895-930.000	REPAIR & MAINTENANCE	VISA	ACCOUNT STATEMENT	83.88	71471
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	PARTS	512.65	71520
661-895-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PL	GOOD AND SERVICES	62.97	71529
Total For Dept 895 FLEET MAINT. & REPLACEMENT				898.70	
Total For Fund 661 EQUIPMENT FUND				898.70	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
<hr/>					
Fund Totals:					
			Fund 101 GENERAL FUND	26,561.04	
			Fund 202 MAJOR STREET	901.81	
			Fund 203 LOCAL STREET	26,749.84	
			Fund 238 HISTORICAL DI	2,426.00	
			Fund 248 DOWNTOWN DEVE	12,486.96	
			Fund 260 DESIGNATED CO	1,144.75	
			Fund 581 AIRPORT FUND	2,202.76	
			Fund 590 WASTEWATER FU	8,805.87	
			Fund 591 WATER FUND	29,111.22	
			Fund 636 DATA PROCESSI	503.66	
			Fund 661 EQUIPMENT FUN	898.70	
Total For All Funds:				<hr/> 111,792.61	

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Vendor Name	Description	Amount
1. ADDORIO TECHNOLOGIES, LLC	COMPUTER SERVICES	286.84
2. ASSOC. OF G.R. LANDSCAPE PROF.	SUMMER FIELD DAY	40.00
3. BARTKUS, ERIC K	HDC GRANT FOR ROOF	2,426.00
4. BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	2,137.02
5. BHS INSURANCE	ADDITIONAL COVERAGE - FIREWORKS	1,700.00
6. BLANDING, DAVID	UB refund for account: 1-02240-3	18.04
7. BLUE ZONES, LLC	WALKABILITY DISCOVERY	8,216.05
8. CANFIELD PLUMBING & HEATING IN	DOG PARK R & M	53.00
9. COMCAST	BUSINESS INTERNET	149.85
10. CONSUMERS ENERGY	STREET LIGHTS	25.25
	JUNE 2018	15.12
	ACCOUNT STATEMENTS	1,271.00
	TOTAL	1,311.37
11. DICKINSON WRIGHT PLLC	PROFESSIONAL SERVICES	55.50
	PROFESSIONAL SERVICES	296.00
	PROFESSIONAL SERVICES	1,221.00
	PROFESSIONAL SERVICES	240.50
	TOTAL	1,813.00
12. DIGITAL OFFICE MACHINES, INC.	COPY MACHINE CONTRACT	32.28
13. DORNBOS SIGN & SAFETY INC.	SIGNS	688.91
	STATEMENT OF ACCOUNT	130.70
	TOTAL	819.61
14. ECO GREEN SUPPLY	SEED MIXTURE	236.04
15. EJ USA, INC.	WATER/SEWER REPAIR	10,476.60
16. FANS IN THE STANDS	UNIFORMS	400.00
	UNIFORMS	654.00
	TOTAL	1,054.00
17. FIXALL ELECTRIC MOTOR SERVICE INC.	WATER DEPT R & M	899.04
18. GERARD, LORI	CITY SUPPLIES	62.88
19. GRAYMONT CAPITAL INC.	WTP QUICKLIME	6,354.60

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Vendor Name	Description	Amount
20. GREENBUD LANDSCAPING INC		
	LANDSCAPING	65.00
	LANDSCAPING	65.00
	TOTAL	130.00
21. GTW		
	MIRRORS	75.67
	ACCOUNT STATEMENT	109.51
	TOTAL	185.18
22. HEARTHSTONE DESIGN STUDIO LLC		
	LOWELL SHOWBOAT SERVICES	906.25
23. HOOPER PRINTING		
	TAX PAPER	33.66
	LOCKOUT WAIVERS - RECEIPT BOOK COVER	127.36
	TOTAL	161.02
24. HYDROCORP		
	CROSS CONNECTION CONTROL PROGRAM	937.00
	CROSS CONNECTION CONTROL PROGRAM	73.00
	CROSS CONNECTION CONTROL PROGRAM	864.00
	TOTAL	1,874.00
25. KERKSTRA PORTABLE, INC.		
	PORTABLE RESTROOMS - BURCH FIELD	210.00
	PORTABLE RESTROOM - CEMETERY	80.00
	PORTABLE RESTROOMS	210.00
	PORTABLE RESTROOMS	190.00
	PORTABLE RESTROOMS	80.00
	TOTAL	770.00
26. LAUREN, GORDY		
	EQUIPMENT ALLOWANCE	150.00
27. LEE'S TRENCHING SERVICE, INC.		
	HYDRANT REPAIR KING & WASHINGTON	2,115.00
28. LOWELL LEDGER		
	ORDINANCE ADOPTION	64.20
29. LOWELL LIGHT & POWER		
	IP CONSULTING/ACCESS POINT	1,341.35
	DELIQ ELECTRIC - 424 ELM	70.64
	LIGHT AND POWER	19,069.43
	TOTAL	20,481.42
30. MANSZEWSKI EXCAVATING, INC.		
	MOWING CONTRACT	7,200.00
31. MARY BRUCE		
	CREEKSIDE DEPOSIT	50.00
32. NAPA AUTO PARTS		
	PARTS	517.54
33. NELSON, ERIC		
	AIRPORT SUPPLIES	259.53
34. O'LEARY PAINT		
	TRAFFIC PAINT	822.35
35. PLUMMERS ENVIRONMENTAL SERVICE		
	TELEVISED LATERAL SERVICES	900.90

Vendor Name	Description	Amount
36. PREIN & NEWHOF, INC.	STONE LAKE SAMPLES	550.00
37. RASH, DARREL	UB refund for account: 2-02848-2	113.48
38. RAYNOR OVERHEAD DOOR OF GRAND	LPD DOOR	90.00
39. SHERWIN WILLIAMS CO.	WTP PAINT	175.35
40. SHOWBOAT AUTOMOTIVE SUPPLY	SUPPLIES	14.52
41. SITEONE LANDSCAPE SUPPLY LLC	LANDSCAPE SUPPLIES	164.20
	LANDSCAPE SUPPLIES	7.76
	TOTAL	171.96
42. SPECTRUM HEALTH	BLOOD DRAW	25.00
43. STATE OF MICHIGAN	LOWELL POLICE DEPT.	30.00
44. SUPPLYGEEKS	OFFICE SUPPLIES	487.36
45. THE BANK OF NEW YORK MELLON TRUST	2005 TRAN FD IMP BDS	26,056.25
46. THE BANK OF NY MELLON TRUST CO. NA	LOWELL CITY OF WSS REV RDG BONDS	990.00
47. THE RIGHT PLACE	4 YEAR COMMITMENT	2,500.00
48. THORNAPPLE RIVER NURSERY, INC.	WOOD CHIPS	296.60
	WOOD CHIPS	196.00
	TOTAL	492.60
49. TIP TOP GRAVEL CO.	TOP SOIL & STONE	174.10
50. TRACTOR SUPPLY CREDIT PLAN	GOOD AND SERVICES	514.95
51. TRUGREEN	LAWN SERVICE - REC PARK	123.00
52. USA BLUE BOOK	WTP - EYEWASH	33.83
53. VERGENNES BROADBAND	AIRPORT INTERNET	49.99
54. VERIZON WIRELESS	MAY 30 - JUNE 29 2018	40.01
55. VISA	ACCOUNT STATEMENT	3,721.60
56. WILLIAM BOS GREENHOUSE	FLOWERS	15.00
57. WOOD TV	EIGHT WEST CELEBRATES LOWELL	750.00
TOTAL - ALL VENDORS		111,792.61



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 28, 2018

TO: Mayor DeVore and the Lowell City Council

FROM: Michael T. Burns, City Manager MB

RE: Establishment of Brownfield Redevelopment Authority

A few months ago, I approached the City Council about the establishment of a Brownfield Redevelopment Authority for the entire City. The City Council indicated support for doing this. At the time, I also suggested the Downtown Development Authority serve as the Brownfield Redevelopment Authority Board since they already had many of the tools in place to address projects that may come along. In addition, for the amount of projects which would come about to the Authority, I didn't see the need to form an additional board with members when a board might only meet once or twice a year. When I presented this to the Downtown Development Authority they voted to accept this task.

There are seven steps required to establish the Authority and those are attached. For the Council to take the first step toward establishing the Authority, you would need to approve a resolution declaring the intent to establish a Brownfield Authority and to designate the boundaries of the Brownfield Redevelopment Zone and to set a time and date for a public hearing.

As we discussed previously, we would establish the entire City as the Brownfield Redevelopment Zone. This would give us flexibility to offer tools for any possible development in the City limits. The public hearing would also be set for Monday August 20, 2018 at 7 PM in City Council Chambers.

I recommend the Lowell City Council approve Resolution 24-18 to declare the intent to establish a Brownfield Redevelopment Authority and to designate the boundaries of a Brownfield Redevelopment Zone and set the date for the public hearing.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 24-18

**RESOLUTION DECLARING INTENT TO ESTABLISH A BROWNFIELD
REDEVELOPMENT AUTHORITY AND TO DESIGNATE THE
BOUNDARIES OF A BROWNFIELD REDEVELOPMENT ZONE AND
SETTING THE TIME AND DATE FOR A PUBLIC HEARING FOR THE
ESTABLISHMENT OF SAID AUTHORITY AND THE DESIGNATING OF
THE BOUNDARIES OF SAID ZONE**

Councilmember _____, seconded by Councilmember _____,

moved the adoption of the following resolution:

WHEREAS, the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of Michigan of 1996, as amended (“Act 381”), authorizes the City Council to establish a brownfield redevelopment authority (an “authority”) and to designate the boundaries of a brownfield redevelopment zone (a “zone”); and

WHEREAS, the City has determined that it is in the best interest of the City and its residents to promote revitalization of environmentally distressed, functionally obsolete and blighted properties in the City through the establishment of an authority and the designation of a zone pursuant to Act 381; and

WHEREAS, prior to establishing an authority and designating a zone, the City Council is required to hold a public hearing pursuant to public notice as required by Act 381.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the City Council hereby declares its intent to establish and provide for the operation of an authority and to designate the boundaries of a zone as provided in Act 381.

2. That it is the intent of the City Council that the boundaries of the zone subject to the jurisdiction of the authority shall be all of the property within the jurisdictional limits of the City.

3. That a public hearing on the creation of an authority and the designation of the zone shall be held at 7:00 p.m., local time, on _____, _____, 2018.

4. That the City Clerk is directed to cause notice of the public hearing in substantially the form attached hereto as Exhibit A to be published twice in *The Lowell Ledger*, a newspaper of general circulation in the City, each not less than 20 nor more than 40 days prior to the date of the public hearing.

5. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of such conflict.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: _____, 2018

Susan Ullery
City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on _____, 2018, and that public notice of said meeting was given pursuant to and in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: _____, 2018

Susan Ullery
City Clerk

EXHIBIT A

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ESTABLISHMENT
OF A BROWNFIELD REDEVELOPMENT AUTHORITY AND TO
DESIGNATE THE BOUNDARIES OF A BROWNFIELD
REDEVELOPMENT ZONE**

PLEASE TAKE NOTICE that the City Council of the City of Lowell will hold a public hearing to consider the establishment of a brownfield redevelopment authority and to designate the boundaries of a brownfield redevelopment zone pursuant to the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of Michigan of 1996, as amended ("Act 381").

The proposed boundaries of the brownfield redevelopment zone would include all of the property within the jurisdictional limits of the City.

TAKE FURTHER NOTICE that the public hearing will be held at 7:00 p.m., local time, on _____, _____, 2018, in the City Hall, 301 E. Main Street in the City of Lowell, Kent County, Michigan, at which time any resident, taxpayer, official from a taxing jurisdiction whose millage may be subject to capture under a brownfield plan as defined in Act 381, or property owner within the City will be given the opportunity to be heard regarding the establishment of the brownfield redevelopment authority and the designation of the boundaries of the proposed brownfield redevelopment zone.

Susan Ullery
City Clerk

**STEPSHEET FOR ESTABLISHING
CITY OF LOWELL BROWNFIELD
REDEVELOPMENT AUTHORITY**

1. City Council adopts resolution declaring intent to establish Brownfield Authority and to designate the boundaries of a Brownfield Redevelopment Zone and sets time and date for public hearing thereon.
2. City Clerk publishes notice of public hearing in the *Lowell Ledger* not less than 10 days before the public hearing.
3. City Council holds public hearing on establishment of Brownfield Authority and designation of Brownfield Redevelopment Zone.
4. City Council adopts resolution establishing Brownfield Authority, designating Brownfield Redevelopment Zone and designating the members of the Board of the DDA as the Board of the Brownfield Authority.
5. City Clerk files copy of resolution establishing Brownfield Authority with her office and with the Michigan Secretary of State.
6. Brownfield Authority holds its initial meeting adopting Bylaws, electing officers, appointing an executive director, administering the oath of office, establishing meeting dates and related matters.
7. City Council approves the Bylaws of the Brownfield Authority Board.



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: July 13, 2018
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager *MTB*
RE: MERS Actuarial

The City recently received its 2017 Michigan Municipal Employee Retirement System (MERS) Actuarial report. It is attached and I will provide a short presentation explaining the report.



MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF MICHIGAN
ANNUAL ACTUARIAL VALUATION REPORT DECEMBER 31, 2017
LOWELL, CITY OF (4104)



Spring, 2018

Lowell, City of

In care of:
Municipal Employees' Retirement System of Michigan
1134 Municipal Way
Lansing, Michigan 48917

This report presents the results of the Annual Actuarial Valuation, prepared as of December 31, 2017. The report includes the determination of liabilities and contribution rates resulting from the participation of Lowell, City of (4104) in the Municipal Employees' Retirement System of Michigan ("MERS"). MERS is an independent, professional retirement services company that was created to administer retirement plans for Michigan municipalities on a not-for-profit basis. This report contains the minimum actuarially determined contribution requirement, in alignment with the MERS Plan Documents, funding policy and Michigan Constitution. Lowell, City of is responsible for the employer contributions needed to provide MERS benefits for its employees and former employees under the Michigan Constitution and the MERS Plan Document.

The purpose of the December 31, 2017 annual actuarial valuation is to:

- Measure funding progress
- Establish contribution requirements for the fiscal year beginning July 1, 2019
- Provide actuarial information in connection with applicable Governmental Accounting Standards Board (GASB) statements

This valuation report should not be relied upon for any other purpose. Reliance on information contained in this report by anyone for anything other than the intended purpose could be misleading.

The valuation uses financial data, plan provision data, and participant data as of December 31, 2017 furnished by MERS. In accordance with Actuarial Standards of Practice No. 23, the data was checked for internal and year to year consistency as well as general reasonableness, but was not otherwise audited. CBIZ Retirement Plan Services does not assume responsibility for the accuracy or completeness of the data used in this valuation.

The actuarial assumptions and methods are adopted by the MERS Retirement Board, and are reviewed every five years in an Experience Study. The most recent study was completed in 2015. Please refer to the division-specific assumptions described in table(s) in this report, and to the Appendix on the MERS website at:

www.mersofmich.com/Portals/0/Assets/Resources/AAV-Appendix/MERS-2017AnnualActuarialValuation-Appendix.pdf.



The actuarial assumptions used for this valuation produce results that we believe are reasonable.

To the best of our knowledge, this report is complete and accurate, was prepared in conformity with generally recognized actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board, and is in compliance with Act No. 220 of the Public Acts of 1996, as amended, and the MERS Plan Document as revised. All of the undersigned are members of the American Academy of Actuaries (MAAA), and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein. The Retirement Board of the Municipal Employees' Retirement System of Michigan confirms that the System provides for payment of the required employer contribution as described in Section 20m of Act No. 314 of 1965 (MCL 38.1140m).

This information is purely actuarial in nature. It is not intended to serve as a substitute for legal, accounting or investment advice.

This report was prepared at the request of the Retirement Board and may be provided only in its entirety by the municipality to other interested parties (MERS customarily provides the full report on request to associated third parties such as the auditor for the municipality). CBIZ Retirement Plan Services is not responsible for the consequences of any unauthorized use.

You should notify MERS if you disagree with anything contained in the report or are aware of any information that would affect the results of the report that have not been communicated to us. If you have reason to believe that the plan provisions are incorrectly described, that important plan provisions relevant to this valuation are not described, that conditions have changed since the calculations were made, that the information provided in this report is inaccurate or is in anyway incomplete, or if you need further information in order to make an informed decision on the subject matter in this report, please contact your Regional Manager at 1.800.767.MERS (6377).

Sincerely,

Cathy Nagy, MAAA, FSA
Jim Koss, MAAA, ASA
Curtis Powell, MAAA, EA

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Executive Summary

Funded Ratio and Required Employer Contributions

The MERS Defined Benefit Plan is an agent multiple-employer plan, meaning that assets are pooled for investment purposes but separate accounts are maintained for each individual employer. Each municipality is responsible for their own plan liabilities; MERS does not borrow from one municipality's account to pay for another.

The funded ratio of a plan is the percentage of the dollar value of the accrued benefits that is covered by the actuarial value of assets.

Your Funded Ratio:

	12/31/2017 *	12/31/2016
Funded Ratio	64%	65%

* Reflects assets from Surplus divisions, if any.

Michigan Law requires that pension plans be pre-funded, meaning money is set aside now to pay for future benefits. Pension plans are usually funded by employer and employee contributions, and investment income.

How quickly a plan attains the 100% funding goal depends on many factors such as:

- The current funded ratio
- The future experience of the plan
- The amortization period

It is more important to look at the trend in the funded ratio over a period of time than at a particular point in time.

Your Required Employer Contributions:

Your computed employer contributions are shown in the following table. Employee contributions, if any, are in addition to the computed employer contributions. Changes to the assumptions and methods based on the 2015 Experience Study were first reflected in the December 31, 2015 valuations. The impact of these changes is being phased-in over a 5 year period. The phase-in allows the employer to spread the impact of the new assumptions over 5 fiscal years. This valuation reflects the third year of the phase-in.

Your minimum required contribution is the amount in the "Phase-in" columns. By default, MERS will invoice you the phased-in contribution amount, but strongly encourages you to contribute more than the minimum required contribution. If for 2018 your municipality is making employer contributions based on rates without the phase-in applied, contact MERS to ensure the No Phase-in rate is used again for 2019 and not the defaulted phase-in rates.

	Percentage of Payroll				Monthly \$ Based on Projected Payroll			
	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in
Valuation Date:	12/31/2017	12/31/2017	12/31/2016	12/31/2016	12/31/2017	12/31/2017	12/31/2016	12/31/2016
Fiscal Year Beginning:	July 1, 2019	July 1, 2019	July 1, 2018	July 1, 2018	July 1, 2019	July 1, 2019	July 1, 2018	July 1, 2018
Division								
01 - Light and Power	31.24%	33.08%	26.63%	29.13%	\$ 13,051	\$ 13,821	\$ 12,309	\$ 13,464
10 - General	24.83%	25.96%	23.14%	25.04%	27,349	28,597	24,500	26,507
11 - Light-Power NonUnion E	-	-	-	-	552	552	601	601
HA - All F/T NonU ee's afte	7.99%	8.05%	7.92%	8.03%	3,672	3,698	2,795	2,834
Municipality Total					\$ 44,624	\$ 46,668	\$ 40,205	\$ 43,406

Employee contribution rates reflected in the valuations are shown below:

Valuation Date:	Employee Contribution Rate	
	12/31/2017	12/31/2016
Division		
01 - Light and Power	6.00%	6.00%
10 - General	5.00%	5.00%
11 - Light-Power NonUnion E	6.00%	6.00%
HA - All F/T NonU ee's afte	0.00%	0.00%

The employer may contribute more than the minimum required contributions, as these additional contributions will earn investment income and may result in lower future contribution requirements. Employers making contributions in excess of the minimum requirements may elect to apply the excess contribution immediately to a particular division, or segregate the excess into one or more of what MERS calls "Surplus" divisions. An election in the first case would immediately reduce any unfunded accrued liability and lower the amortization payments throughout the remaining amortization period. An

election to set up Surplus divisions would not immediately lower future contributions, however the assets from the Surplus divisions could be transferred to an unfunded division in the future to reduce the unfunded liability in future years, or to be used to pay all or a portion of the minimum required contribution in a future year. For purposes of this report, the assets in any Surplus division have been included in the municipality's total assets, unfunded accrued liability and funded status, however, these assets are not used in calculating the minimum required contribution.

MERS strongly encourages employers to contribute more than the minimum contribution shown above.

Assuming that experience of the plan meets actuarial assumptions:

- To accelerate to a 100% funding ratio in 10 years, estimated monthly employer contributions for the fiscal year beginning in 2019 for the entire employer would be \$70,142, instead of \$46,668.

If you are interested in making additional contributions, please contact MERS and they can assist you with evaluating your options.

How and Why Do These Numbers Change?

In a defined benefit plan, contributions vary from one annual actuarial valuation to the next as a result of the following:

- Changes in benefit provisions (see Table 2)
- Changes in actuarial assumptions and methods (see the [Appendix](#))
- Experience of the plan (investment experience and demographic experience); this is the difference between actual experience of the plan and the actuarial assumptions. For example:
 - o Lower actual investment returns would result in higher required employer contributions, and vice-versa.
 - o Smaller than assumed pay increases would lower required employer contributions.
 - o Reductions in the number of active employees would lower required contribution dollars, but would usually increase the contribution rate expressed as a percentage of (the now lower) payroll.
 - o Retirements at earlier ages than assumed would usually increase required employer contributions.
 - o More non-vested terminations of employment than assumed would decrease required contributions.
 - o More disabilities or survivor (death) benefits than assumed would increase required contributions.
 - o Longer lifetimes after retirement than assumed would increase required employer contributions.

Actuarial valuations do not affect the ultimate cost of the plan; the benefit payments (current and future) determine the cost of the plan. Actuarial valuations only affect the timing of the contributions into the plan. Because assumptions are for the long term, plan experience will not match the actuarial

assumptions in any given year (except by coincidence). Each annual actuarial valuation will adjust the required employer contributions up or down based on the prior year's actual experience.

Comments on Investment Return Assumption and Asset Smoothing

A defined benefit plan is funded by employer contributions, participant contributions, and investment earnings. Investment earnings have historically provided **more than half** of the funding. The larger the share of benefits being provided from investment returns, the smaller the required contributions, and vice versa. Determining the contributions required to prefund the promised retirement benefits requires an assumption of what investment earnings are expected to add to the fund over a long period of time. This is called the **Investment Return Assumption**.

The MERS Investment Return Assumption is **7.75%** per year. This, along with all of our other actuarial assumptions, is reviewed every five years in an Experience Study that compares the assumptions used against actual experience and recommends adjustments if necessary. If your municipality would like to explore contributions at lower investment return assumptions, please review the budget projection scenarios later in this report.

To avoid dramatic spikes and dips in annual contribution requirements due to short term fluctuations in asset markets, MERS applies a technique called **asset smoothing**. This spreads out each year's investment gains or losses over the prior year and the following four years. This smoothing method is used to determine your actuarial value of assets (valuation assets), which is then used to determine both your funded ratio and your required contributions. The (smoothed) **actuarial rate of return for 2017 was 6.08%, while the actual market rate of return was 13.07%**. To see historical details of the market rate of return, compared to the smoothed actuarial rate of return, refer to this report's [Appendix](#), or visit our [Defined Benefit resource page](#) on the MERS website.

As of December 31, 2017 the actuarial value of assets is 101% of market value due to asset smoothing. This means that meeting the actuarial assumption in the next few years will require average annual market returns that exceed the 7.75% investment return assumption, or contribution requirements will continue to increase.

If the December 31, 2017 valuation results were based on market value instead of the actuarial value:

- The funded percent of your entire municipality would be 63% (instead of 64%); and
- Your total employer contribution requirement for the fiscal year starting July 1, 2019 would be \$568,500 (instead of \$560,016).

Risk Characteristics of Defined Benefit Plans

It is important to understand that Defined Benefit retirement plans, the plan sponsor, and the plan participants are exposed to certain risks. While risks cannot be eliminated entirely, they can be managed through various strategies. Below are a few examples of risk (this is not an all-inclusive list):

- Economic - investment return, wage inflation, etc.
- Demographic - longevity, disability, retirement, etc.
- Plan Sponsor and Employees - contribution volatility, attract/retain employees, etc.

The MERS Retirement Board adopts certain assumptions and methods to manage the economic and demographic risks, and the contribution volatility risks. For example, the investment risk is the largest economic risk and is managed by having a balanced portfolio and a clearly defined investment strategy. Demographic risks are managed by preparing special studies called experience studies on a regular basis to determine if the assumptions used are reasonable compared to the experience. An Experience Study is completed every five years to review the assumptions and methods. The next Experience Study will be completed in 2020.

Risk can also be managed through a plan design that provides benefits that are sustainable in the long run.

The Actuarial Standards Board has issued Actuarial Standards of Practice (ASOP) No. 51. This standard will be effective for any actuarial work with a measurement date on or after November 1, 2018. This means, the December 31, 2018 and later annual actuarial valuation reports for MERS will have to comply with this standard. This standard will require the actuary to identify risks that, in the actuary's professional judgment may significantly impact the plan's future financial condition. The actuary will have to assess the potential effects of the identified risks on the plan's future financial condition. The assessment may or may not be based on numerical calculations. However, the assessment should reflect the specifics of the plan (i.e. funded status, plan demographics, funding policy, etc.). If the actuary concludes that numerical calculations are necessary to assess the risk, the actuary can use various methods to quantify the risk such as scenario tests, sensitivity tests, stress tests, etc.

Some of these risk assessment measures have already been incorporated in the MERS annual valuation reports. For example, the projections of funded percentage and employer contributions shown on the following pages could be used to gauge the risk associated with long term investment rates of return different than the assumed 7.75% annual rate. A history of the municipality's funded percentage as shown in Table 7, could indicate the trend in funded status over time.

Alternate Scenarios to Estimate the Potential Volatility of Results ("What If Scenarios")

The calculations in this report are based on assumptions about long-term economic and demographic behavior. These assumptions will never materialize in a given year, except by coincidence. Therefore

the results will vary from one year to the next. The volatility of the results depends upon the characteristics of the plan. For example:

- Open divisions that have substantial assets compared to their active employee payroll will have more volatile employer contribution rates due to investment return fluctuations.
- Open divisions that have substantial accrued liability compared to their active employee payroll will have more volatile employer contribution rates due to demographic experience fluctuations.
- Small divisions will have more volatile contribution patterns than larger divisions because statistical fluctuations are relatively larger among small populations.
- Shorter amortization periods result in more volatile contribution patterns.

The analysis in this section is intended to review the potential volatility of the actuarial valuation results. It is important to note that calculations in this report are mathematical estimates based upon assumptions regarding future events, which may or may not materialize. Actuarial calculations can and do vary from one valuation to the next, sometimes significantly depending on the group's size.

Many assumptions are important in determining the required employer contributions. In the table below, we show the impact of varying the Investment Return Assumption. Lower investment returns would result in higher required employer contributions, and vice-versa.

The relative impact of each investment return scenario below will vary from year to year, as the participant demographics change. The impact of each scenario should be analyzed for a given year, not from year to year. The results in the table are based on the December 31, 2017 valuation, and are for the municipality in total, not by division. These results do not reflect a 5-year phase in of the impact of the new actuarial assumptions.

	Assumed Future Annual Smoothed Investment Return Assumption			
	Lower Future Annual Returns		Valuation Assumption	Higher Returns
	5.75%	6.75%	7.75%	8.75%
12/31/2017 Valuation Results				
Accrued Liability	\$ 18,670,825	\$ 16,702,260	\$ 15,043,574	\$ 13,637,375
Valuation Assets ¹	\$ 9,639,694	\$ 9,639,694	\$ 9,639,694	\$ 9,639,694
Unfunded Accrued Liability	\$ 9,031,131	\$ 7,062,566	\$ 5,403,880	\$ 3,997,681
Funded Ratio	52%	58%	64%	71%
Monthly Normal Cost	\$ 26,968	\$ 19,813	\$ 14,349	\$ 10,111
Monthly Amortization Payment	\$ 44,491	\$ 38,115	\$ 32,319	\$ 25,607
Total Employer Contribution²	\$ 71,459	\$ 57,928	\$ 46,668	\$ 35,718

¹ The Valuation Assets include assets from Surplus divisions, if any.

² If assets exceed accrued liabilities for a division, the division's amortization payment is negative and is used to reduce the division's employer contribution requirement. If the overfunding credit is larger than the normal cost, the division's full credit is included in the municipality's amortization payment above but the division's total contribution requirement is zero. This can cause the displayed normal cost and amortization payment to not add up to the displayed total employer contribution.

Projection Scenarios

The next two pages show projections of the plan's funded ratio and computed employer contributions under the actuarial assumptions used in the valuation and alternate assumed long-term investment return assumption scenarios. All four projections take into account the past investment losses that will continue to affect the actuarial rate of return in the short term. Under the 7.75% scenarios in the table on the next page, two sets of projections are shown:

- Based on the phase-in over 5 fiscal years (beginning in 2017) of the increased contribution requirements associated with the new actuarial assumptions. This projects your minimum required contribution.
- Based on no phase-in of the increased contribution requirements.

The 7.75% scenarios provide an estimate of computed employer contributions based on current actuarial assumptions, and a projected 7.75% market return. The other two scenarios may be useful if the municipality chooses to budget more conservatively, and make contributions in addition to the minimum requirements. The 6.75% and 5.75% projections provide an indication of the potential required employer contribution if MERS were to realize annual investment returns of 6.75% and 5.75% over the long-term.

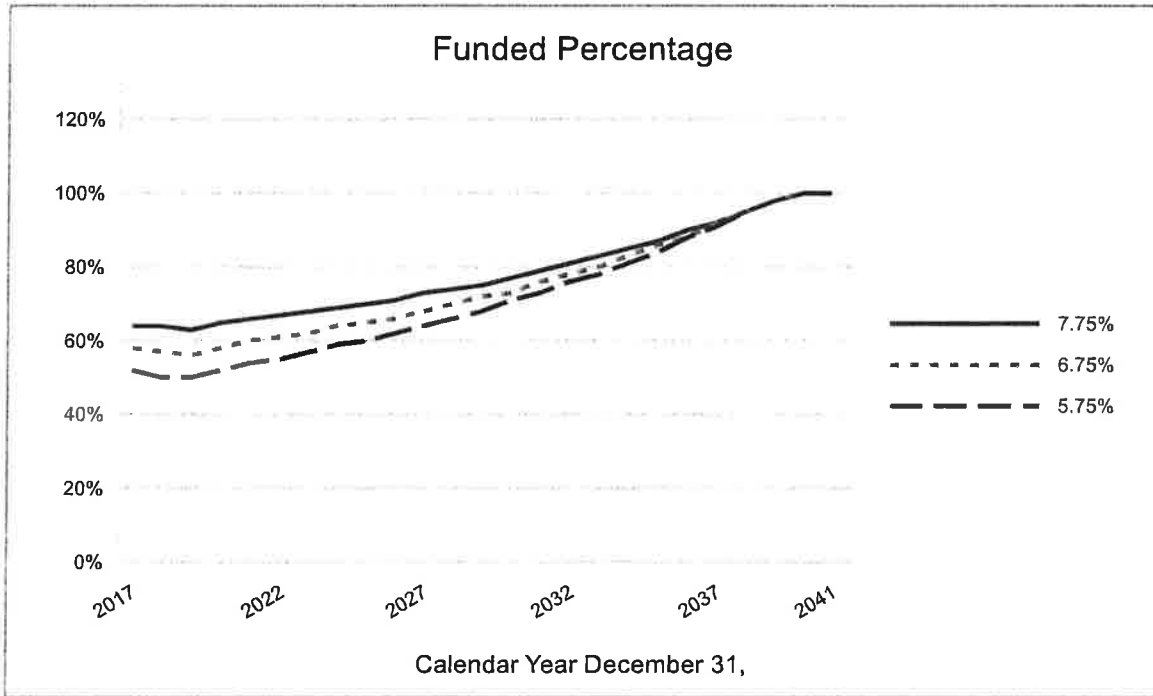
The projections are shown both in tabular and graphical form in total for the employer. The tables show projections for six years. The graphs show projections for twenty five years.

Please note that one or more of your divisions trigger the 3 times benefit payout minimum contribution requirement during the projection period (see table following the projections and the graphs). This contribution requirement was designed so that a plan does not run out of money. This means that if assets in the plan are not enough to pay 3 years of benefit payouts, a minimum contribution is required to raise the level of the assets to be equal to at least 3 years of benefit payments. For a full description of this contribution requirement see the [Appendix](#) on the MERS website.

Valuation Year Ending 12/31	Fiscal Year Beginning 7/1	Actuarial Accrued Liability	Valuation Assets ²	Funded Percentage	Computed Annual Employer Contribution
7.75%¹					
WITH 5-YEAR PHASE-IN					
2017	2019	\$ 15,043,574	\$ 9,639,694	64%	\$ 535,488
2018	2020	15,500,000	9,810,000	64%	587,000
2019	2021	15,900,000	10,000,000	63%	638,000
2020	2022	16,400,000	10,500,000	64%	651,000
2021	2023	16,900,000	11,100,000	66%	665,000
2022	2024	17,300,000	11,600,000	67%	690,000
NO 5-YEAR PHASE-IN					
2017	2019	\$ 15,043,574	\$ 9,639,694	64%	\$ 560,016
2018	2020	15,500,000	9,810,000	64%	598,000
2019	2021	15,900,000	10,000,000	63%	635,000
2020	2022	16,400,000	10,600,000	65%	648,000
2021	2023	16,900,000	11,100,000	66%	662,000
2022	2024	17,300,000	11,600,000	67%	686,000
6.75%¹					
NO 5-YEAR PHASE-IN					
2017	2019	\$ 16,702,260	\$ 9,639,694	58%	\$ 695,136
2018	2020	17,100,000	9,720,000	57%	756,000
2019	2021	17,600,000	9,900,000	56%	798,000
2020	2022	18,100,000	10,500,000	58%	818,000
2021	2023	18,600,000	11,100,000	60%	840,000
2022	2024	19,100,000	11,600,000	61%	871,000
5.75%¹					
NO 5-YEAR PHASE-IN					
2017	2019	\$ 18,670,825	\$ 9,639,694	52%	\$ 857,508
2018	2020	19,100,000	9,630,000	50%	934,000
2019	2021	19,700,000	9,780,000	50%	982,000
2020	2022	20,200,000	10,400,000	52%	1,010,000
2021	2023	20,700,000	11,100,000	54%	1,040,000
2022	2024	21,200,000	11,700,000	55%	1,080,000

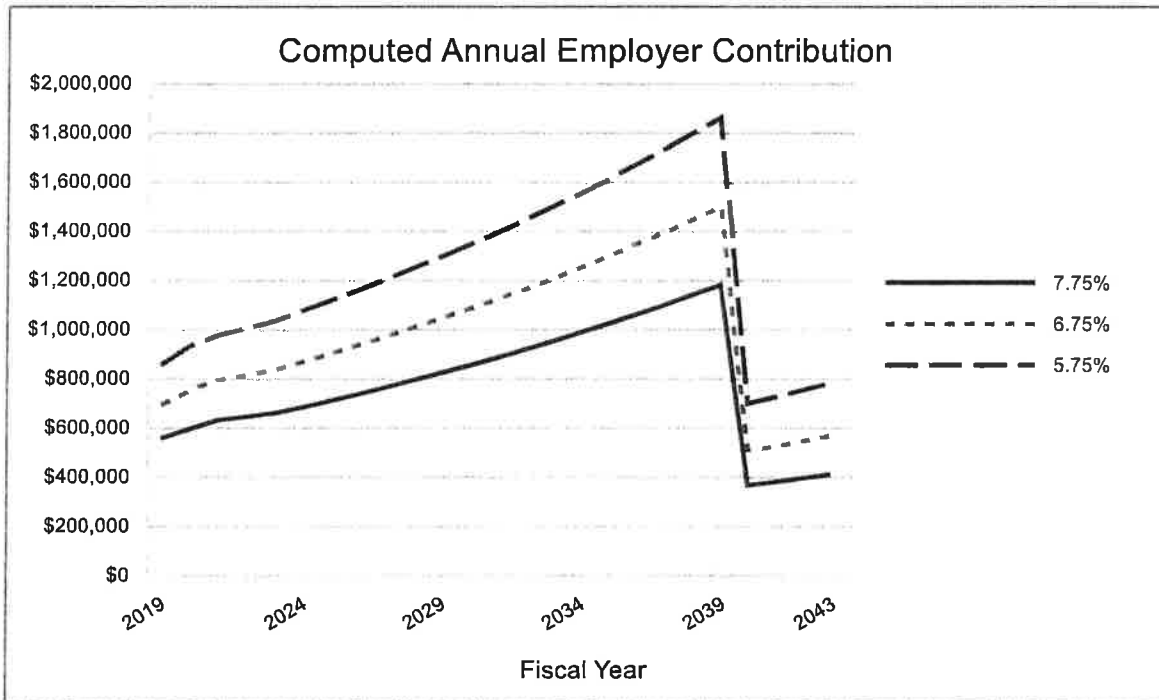
¹ Represents both the interest rate for discounting liabilities and the future investment return assumption on the Market Value of assets.

² Valuation Assets do not include assets from Surplus divisions, if any.



Notes:

All projected funded percentages are shown with no phase-in.



Notes:

All projected contributions are shown with no phase-in.

Valuation Year Ending 12/31	Fiscal Year Beginning 7/1	7.75% Phase-In	7.75% No Phase-In	6.75% No Phase-In	5.75% No Phase-In
2017	2019	11	11	11	11
2018	2020	11	11	11	11
2019	2021	11	11	11	11
2020	2022	11	11	11	11
2021	2023	11	11	11	11
2022	2024	11	11	11	11

This table shows in any given year which division(s) are impacted by the 3 times benefit payout minimum required contribution. If "No" appears in the table, it means none of the divisions are impacted.

Employer Contribution Details For the Fiscal Year Beginning July 1, 2019

Table 1

Division	Total Normal Cost	Employee Contribut. Rate	Employer Contributions ¹			Computed Employer Contribut. With Phase-In	Blended ER Rate No Phase-In ⁵	Blended ER Rate With Phase-In ⁵	Employee Contribut. Conversion Factor ²
			Employer Normal Cost	Payment of the Unfunded Accrued Liability ⁴	Computed Employer Contribut. No Phase-In				
Percentage of Payroll									
01 - Light and Power	12.03%	6.00%	6.03%	27.05%	33.08%	31.24%			0.84%
10 - General	12.51%	5.00%	7.51%	18.45%	25.96%	24.83%			0.84%
11 - Light-Power NonUni	0.00%	6.00%	-	-	-	-			
HA - All F/T NonU ee's	7.75%	0.00%	7.75%	0.30%	8.05%	7.99%			0.91%
Estimated Monthly Contribution³									
01 - Light and Power			\$ 2,519	\$ 11,302	\$ 13,821	\$ 13,051			
10 - General			8,272	20,325	28,597	27,349			
11 - Light-Power NonUni			0	552	552	552			
HA - All F/T NonU ee's			3,558	140	3,698	3,672			
Total Municipality			\$ 14,349	\$ 32,319	\$ 46,668	\$ 44,624			
Estimated Annual Contribution³			\$ 172,188	\$ 387,828	\$ 560,016	\$ 535,488			

¹ The above employer contribution requirements are in addition to the employee contributions, if any.

² If employee contributions are increased/decreased by 1.00% of pay, the employer contribution requirement will decrease/increase by the Employee Contribution Conversion Factor. The conversion factor is usually under 1%, because employee contributions may be refunded at termination of employment, and not used to fund retirement pensions. Employer contributions will all be used to fund pensions.

³ For divisions that are open to new hires, estimated contributions are based on projected fiscal year payroll. Actual contributions will be based on actual reported monthly pays, and will be different from the above amounts. For divisions that will have no new hires (i.e. closed divisions), invoices will be based on the above dollar amounts which are based on projected fiscal year payroll. See description of Open Divisions and Closed Divisions in the [Appendix](#).

⁴ If projected assets exceed projected liabilities as of the beginning of the July 1, 2019 fiscal year, the negative unfunded accrued liability is treated as overfunding credit and is used to reduce the contribution. This amortization is used to reduce the employer contribution rate. Note that if the overfunding credit is larger than the normal cost, the full credit is shown above but the total contribution requirement is zero. This will cause the displayed normal cost and unfunded accrued liability contributions to not add across.

⁵ For linked divisions, the employer will be invoiced the Computed Employer Contribution with Phase-in rate shown above for each linked division (a contribution rate for the open division; a contribution dollar for the closed-but-linked division), unless the employer elects to contribute the Blended Employer Contribution rate shown above, by contacting MERS at 800-767-MERS (6377).

Please see the Comments on Asset Smoothing in the Executive Summary of this report.

Benefit Provisions

Table 2

01 - Light and Power: Open Division

	2017 Valuation	2016 Valuation
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	3 years	3 years
Employee Contributions:	6%	6%
Act 88:	No	No

10 - General: Open Division

	2017 Valuation	2016 Valuation
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	3 years	3 years
Employee Contributions:	5%	5%
Act 88:	No	No

11 - Light-Power NonUnion Employees: Closed to new hires, linked to Division HA

	2017 Valuation	2016 Valuation
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	6 years	6 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	3 years	3 years
Employee Contributions:	6%	6%
Act 88:	No	No

Table 2 (continued)

HA - All F/T NonUnion ee's after 9/1/12: Open Division, linked to Division 11

	2017 Valuation	2016 Valuation
Benefit Multiplier:	Hybrid Plan - 1.50% Multiplier	Hybrid Plan - 1.50% Multiplier
Normal Retirement Age:	60	60
Vesting:	6 years	6 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	-	-
Final Average Compensation:	3 years	3 years
Employee Contributions:	0%	0%
Act 88:	No	No

Participant Summary

Table 3

Division	2017 Valuation		2016 Valuation		2017 Valuation		
	Number	Annual Payroll ¹	Number	Annual Payroll ¹	Average Age	Average Benefit Service ²	Average Eligibility Service ²
01 - Light and Power							
Active Employees	6	\$ 457,217	7	\$ 505,875	48.5	13.7	13.7
Vested Former Employees	5	100,041	4	66,981	47.4	12.2	12.2
Retirees and Beneficiaries	14	378,894	14	368,874	71.4		
10 - General							
Active Employees	20	\$ 1,205,342	20	\$ 1,158,554	48.4	15.5	16.6
Vested Former Employees	3	72,562	3	72,562	50.7	16.0	16.0
Retirees and Beneficiaries	20	520,749	20	520,749	65.2		
11 - Light-Power NonUnion							
Active Employees	0	\$ 0	0	\$ 0	0.0	0.0	0.0
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	1	7,646	1	7,646	68.8		
HA - All F/T NonU ee's af							
Active Employees	8	\$ 502,379	6	\$ 386,124	40.3	2.3	2.4
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	0	0	0	0	0.0		
Total Municipality							
Active Employees	34	\$ 2,164,938	33	\$ 2,050,553	46.5	12.1	12.8
Vested Former Employees	8	172,603	7	139,543	48.6	13.6	13.6
Retirees and Beneficiaries	35	907,289	35	897,269	67.8		
Total Participants	77		75				

¹ Annual payroll for active employees; annual deferred benefits payable for vested former employees; annual benefits being paid for retirees and beneficiaries.

² Description can be found under Miscellaneous and Technical Assumptions in the [Appendix](#).

Reported Assets (Market Value)**Table 4**

Division	2017 Valuation		2016 Valuation	
	Employer and Retiree ¹	Employee ²	Employer and Retiree ¹	Employee ²
01 - Light and Power	\$ 2,766,083	\$ 509,564	\$ 2,581,916	\$ 473,070
10 - General	5,239,215	899,622	4,801,713	824,838
11 - Light-Power NonUnion Employees	5,292	0	(1,805)	0
HA - All F/T NonU ee's after 9/1/12	112,008	0	66,062	0
Municipality Total	\$ 8,122,598	\$ 1,409,186	\$ 7,447,886	\$ 1,297,908
Combined Assets	\$9,531,784		\$8,745,794	

¹ Reserve for Employer Contributions and Benefit Payments² Reserve for Employee Contributions

The December 31, 2017 valuation assets (actuarial value of assets) are equal to 1.011321 times the reported market value of assets (compared to 1.077095 as of December 31, 2016). The derivation of valuation assets is described, and detailed calculations of valuation assets are shown, in the [Appendix](#).

Flow of Valuation Assets

Table 5

Year Ended 12/31	Employer Contributions		Employee Contributions	Investment Income (Valuation Assets)	Benefit Payments	Employee Contribution Refunds	Net Transfers	Valuation Asset Balance
	Required	Additional						
2007	\$ 254,101		\$ 118,162	\$ 565,191	\$ (321,949)	\$ 0	\$ 0	\$ 7,565,361
2008	235,873		106,973	358,104	(327,092)	(30,142)	0	7,909,077
2009	231,323		107,308	368,411	(454,207)	(4,939)	0	8,156,973
2010	294,408		103,745	453,471	(508,380)	0	0	8,500,217
2011	283,662	\$ 31,967	104,863	426,787	(644,736)	(1,854)	0	8,700,906
2012	275,110	42,325	100,889	375,514	(714,006)	0	0	8,780,738
2013	278,386	57,554	99,139	511,343	(681,339)	(7,159)	0	9,038,662
2014	338,409	22,496	95,994	512,655	(697,215)	(6,473)	0	9,304,528
2015	367,602	22,844	99,696	452,253	(789,326)	(10,527)	0	9,447,070
2016	317,948	21,134	86,729	454,040	(906,870)	0	0	9,420,051
2017	384,734	93,977	88,435	551,102	(898,605)	0	0	9,639,694

Notes:

Transfers in and out are usually related to the transfer of participants between municipalities, and to employer and employee payments for service credit purchases (if any) that the governing body has approved.

Additional employer contributions, if any, are shown separately starting in 2011. Prior to 2011, additional contributions are combined with the required employer contributions.

The investment income column reflects the recognized investment income based on Valuation Assets. It does not reflect the market value investment return in any given year.

The Valuation Assets include assets from Surplus divisions, if any.

Actuarial Accrued Liabilities and Valuation Assets **As of December 31, 2017**

Table 6

Division	Actuarial Accrued Liability	Valuation Assets¹	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
01 - Light and Power				
Active Employees	\$ 1,234,338	\$ 276,231	22.4%	\$ 958,107
Vested Former Employees	484,116	221,154	45.7%	262,962
Retirees And Beneficiaries	3,475,247	2,803,166	80.7%	672,081
Pending Refunds	<u>12,180</u>	<u>12,180</u>	100.0%	<u>0</u>
Total	\$ 5,205,881	\$ 3,312,731	63.6%	\$ 1,893,150
10 - General				
Active Employees	\$ 3,899,974	\$ 723,140	18.5%	\$ 3,176,834
Vested Former Employees	461,452	213,472	46.3%	247,980
Retirees And Beneficiaries	5,230,725	5,230,725	100.0%	0
Pending Refunds	<u>40,998</u>	<u>40,998</u>	100.0%	<u>0</u>
Total	\$ 9,633,149	\$ 6,208,335	64.4%	\$ 3,424,814
11 - Light-Power NonUnion Employees				
Active Employees	\$ 0	\$ 0	0.0%	\$ 0
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	69,298	5,352	7.7%	63,946
Pending Refunds	<u>0</u>	<u>0</u>	0.0%	<u>0</u>
Total	\$ 69,298	\$ 5,352	7.7%	\$ 63,946
HA - All F/T NonU ee's after 9/1/12				
Active Employees	\$ 135,246	\$ 113,276	83.8%	\$ 21,970
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	0	0	0.0%	0
Pending Refunds	<u>0</u>	<u>0</u>	0.0%	<u>0</u>
Total	\$ 135,246	\$ 113,276	83.8%	\$ 21,970
Total Municipality				
Active Employees	\$ 5,269,558	\$ 1,112,647	21.1%	\$ 4,156,911
Vested Former Employees	945,568	434,626	46.0%	510,942
Retirees and Beneficiaries	8,775,270	8,039,243	91.6%	736,027
Pending Refunds	<u>53,178</u>	<u>53,178</u>	<u>100.0%</u>	<u>0</u>
Total	\$ 15,043,574	\$ 9,639,694	64.1%	\$ 5,403,880
The following results show the combined accrued liabilities and assets for each set of linked divisions. These results are already included in the table above.				
Linked Divisions HA, 11				
Active Employees	\$ 135,246	\$ 113,276	83.8%	\$ 21,970
Vested Former Employees	0	0	0.0%	0
Retirees and Beneficiaries	69,298	5,352	7.7%	63,946
Pending Refunds	<u>0</u>	<u>0</u>	0.0%	<u>0</u>
Total	\$ 204,544	\$ 118,628	58.0%	\$ 85,916

¹ Includes both employer and employee assets.

Please see the Comments on Asset Smoothing in the Executive Summary of this report.

Actuarial Accrued Liabilities - Comparative Schedule**Table 7**

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2003	\$ 7,701,238	\$ 5,602,806	73%	\$ 2,098,432
2004	8,277,043	5,995,203	72%	2,281,840
2005	8,761,561	6,411,153	73%	2,350,408
2006	9,308,404	6,949,856	75%	2,358,548
2007	9,801,845	7,565,361	77%	2,236,484
2008	10,252,239	7,909,077	77%	2,343,162
2009	10,838,164	8,156,973	75%	2,681,191
2010	11,075,266	8,500,217	77%	2,575,049
2011	11,715,642	8,700,906	74%	3,014,736
2012	12,115,462	8,780,738	73%	3,334,724
2013	12,168,201	9,038,662	74%	3,129,539
2014	12,769,929	9,304,528	73%	3,465,401
2015	14,261,455	9,447,070	66%	4,814,385
2016	14,589,063	9,420,051	65%	5,169,012
2017	15,043,574	9,639,694	64%	5,403,880

Notes: Actuarial assumptions were revised for the 2004, 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

The Valuation Assets include assets from Surplus divisions, if any.

Division 01 - Light and Power

Table 8-01: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2007	\$ 3,290,864	\$ 2,480,196	75%	\$ 810,668
2008	3,368,833	2,590,287	77%	778,546
2009	3,586,314	2,703,005	75%	883,309
2010	3,653,601	2,885,117	79%	768,484
2011	3,953,868	2,986,699	76%	967,169
2012	4,220,751	3,055,266	72%	1,165,485
2013	4,353,392	3,180,370	73%	1,173,022
2014	4,486,384	3,288,236	73%	1,198,148
2015	4,845,914	3,355,758	69%	1,490,156
2016	5,089,606	3,290,510	65%	1,799,096
2017	5,205,881	3,312,731	64%	1,893,150

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-01: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2007	14	\$ 852,411	11.72%	6.00%
2008	12	730,475	11.33%	6.00%
2009	12	784,749	12.15%	6.00%
2010	14	771,283	11.53%	6.00%
2011	13	771,631	13.17%	6.00%
2012	11	718,021	16.27%	6.00%
2013	11	738,242	16.00%	6.00%
2014	9	656,005	17.58%	6.00%
2015	9	702,054	20.24%	6.00%
2016	7	505,875	29.13%	6.00%
2017	6	457,217	33.08%	6.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 33 for past benefit provision changes.

Division 10 - General

Table 8-10: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2007	\$ 6,426,576	\$ 5,068,021	79%	\$ 1,358,555
2008	6,800,057	5,304,246	78%	1,495,811
2009	7,169,616	5,442,563	76%	1,727,053
2010	7,340,604	5,605,930	76%	1,734,674
2011	7,682,050	5,706,425	74%	1,975,625
2012	7,822,942	5,716,512	73%	2,106,430
2013	7,736,533	5,843,153	76%	1,893,380
2014	8,196,324	5,994,313	73%	2,202,011
2015	9,300,988	6,052,015	65%	3,248,973
2016	9,350,495	6,060,330	65%	3,290,165
2017	9,633,149	6,208,335	64%	3,424,814

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-10: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2007	24	\$ 1,240,202	11.11%	4.87%
2008	24	1,207,727	12.56%	4.87%
2009	23	1,225,463	14.02%	4.86%
2010	23	1,165,785	14.46%	4.86%
2011	23	1,153,103	16.07%	4.86%
2012	22	1,141,674	17.82%	4.87%
2013	20	1,064,820	17.35%	4.87%
2014	21	1,081,070	18.97%	4.87%
2015	20	1,129,214	25.29%	5.00%
2016	20	1,158,554	25.04%	5.00%
2017	20	1,205,342	25.96%	5.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 33 for past benefit provision changes.

Division 11 - Light-Power NonUnion Employees

Table 8-11: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2007	\$ 84,405	\$ 17,144	20%	\$ 67,261
2008	83,349	14,544	17%	68,805
2009	82,234	11,405	14%	70,829
2010	81,061	9,170	11%	71,891
2011	79,724	7,782	10%	71,942
2012	72,523	7,182	10%	65,341
2013	71,456	7,722	11%	63,734
2014	70,055	6,336	9%	63,719
2015	72,342	2,238	3%	70,104
2016	70,843	(1,944)	-3%	72,787
2017	69,298	5,352	8%	63,946

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-11: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2007	0	\$ 0	\$ 428	0.00%
2008	0	0	\$ 475	0.00%
2009	0	0	\$ 538	0.00%
2010	0	0	\$ 609	0.00%
2011	0	0	\$ 696	0.00%
2012	0	0	\$ 296	0.00%
2013	0	0	\$ 316	0.00%
2014	0	0	\$ 337	0.00%
2015	0	0	\$ 2,164	0.00%
2016	0	0	\$ 601	6.00%
2017	0	0	\$ 552	6.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 33 for past benefit provision changes.

Division HA - All F/T NonU ee's after 9/1/12

Table 8-HA: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2012	\$ (754)	\$ 1,778	0%	\$ (2,532)
2013	6,820	7,417	109%	(597)
2014	17,166	15,643	91%	1,523
2015	42,211	37,059	88%	5,152
2016	78,119	71,155	91%	6,964
2017	135,246	113,276	84%	21,970

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-HA: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2012	1	\$ 93,250	9.01%	0.00%
2013	1	72,972	9.25%	0.00%
2014	3	155,912	7.65%	0.00%
2015	4	217,389	7.81%	0.00%
2016	6	386,124	8.03%	0.00%
2017	8	502,379	8.05%	0.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 6.

See the Benefit Provision History on page 33 for past benefit provision changes.

Division 01 - Light and Power**Table 10-01: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 1,490,156	23	\$ 1,573,032	21	\$ 110,556
(Gain)/Loss	12/31/2016	278,307	22	313,363	21	22,020
(Gain)/Loss	12/31/2017	38,840	21	43,442	21	3,048
Total				\$ 1,929,837		\$ 135,624

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

Division 10 - General**Table 10-10: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 3,248,973	23	\$ 3,473,550	21	\$ 244,128
(Gain)/Loss	12/31/2016	(74,070)	22	(83,397)	21	(5,856)
(Gain)/Loss	12/31/2017	71,574	21	80,054	21	5,628
Total				\$ 3,470,207		\$ 243,900

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

Division 11 - Light-Power NonUnion Employees

Table 10-11: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 70,104	23	\$ 47,363	21	\$ 6,444
(Gain)/Loss	12/31/2016	1,304	22	1,472	21	108
(Gain)/Loss	12/31/2017	882	21	987	21	72
Total				\$ 49,822		\$ 6,624

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

Division HA - All F/T NonU ee's after 9/1/12**Table 10-HA: Layered Amortization Schedule**

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2019		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 5,152	23	\$ 4,022	21	\$ 288
(Gain)/Loss	12/31/2016	3,641	22	4,101	21	288
(Gain)/Loss	12/31/2017	14,081	21	15,749	21	1,104
Total				\$ 23,872		\$ 1,680

¹ For each type of UAL (layer), this is the original balance as of the date the layer was established.

² According to the MERS amortization policy, each type of UAL (layer) is amortized over a specific period (see [Appendix](#) on MERS website).

³ This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

The unfunded accrued liability (UAL) as of December 31, 2017 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2017 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the [Appendix](#) on the MERS website for a detailed description of the amortization policy.

GASB 68 Information

The following information has been prepared to provide some of the information necessary to complete GASB Statement No. 68 disclosures. Statement 68 is effective for fiscal years beginning after June 15, 2014. Additional resources, including an Implementation Guide, are available at www.mersofmich.com.

Actuarial Valuation Date:	12/31/2017
Measurement Date of Total Pension Liability (TPL):	12/31/2017

At 12/31/2017, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits:	35
Inactive employees entitled to but not yet receiving benefits:	8
Active employees:	<u>34</u>
	77

Covered employee payroll: (Needed for Required Supplementary Information)	\$	2,164,938
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Average expected remaining service lives of all employees (active and inactive):	4
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Total Pension Liability as of 12/31/2016 measurement date:	\$	14,223,997
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Total Pension Liability as of 12/31/2017 measurement date:	\$	14,670,732
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Service Cost for the year ending on the 12/31/2017 measurement date:	\$	226,646
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Change in the Total Pension Liability due to:

- Benefit changes ¹ :	\$	0
- Differences between expected and actual experience ² :	\$	7,653
- Changes in assumptions ² :	\$	0

¹ A change in liability due to benefit changes is immediately recognized when calculating pension expense for the year.

² Changes in liability due to differences between actual and expected experience, and changes in assumptions, are recognized in pension expense over the average remaining service lives of all employees.

Sensitivity of the Net Pension Liability to changes in the discount rate:

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
Change in Net Pension Liability as of 12/31/2017:	\$ 1,589,870	-	\$ (1,351,541)

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB 68 purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes it is net of administrative expenses.

Benefit Provision History

The following benefit provision history is provided by MERS. Any corrections to this history or discrepancies between this information and information displayed elsewhere in the valuation report should be reported to MERS. All provisions are listed by date of adoption.

01 - Light and Power

1/1/2018	Flexible E 2.5% COLA Adopted (1/1/2018)
1/1/2017	Flexible E 0.2% COLA Adopted (1/1/2017)
12/1/2016	Service Credit Purchase Estimates - Yes
1/1/2016	Flexible E 1% COLA Adopted (1/1/2016)
1/1/2015	Flexible E 1.69% COLA Adopted (01/01/2015)
1/1/2014	Flexible E 1.7% COLA Adopted (01/01/2014)
1/1/2013	Flexible E 1.5% COLA Adopted (01/01/2013)
1/1/2012	E 2% COLA Adopted (01/01/2012)
1/1/2011	E 2% COLA Adopted (01/01/2011)
1/1/2009	E 2% COLA Adopted (01/01/2009)
1/1/2008	E 2% COLA Adopted (01/01/2008)
1/1/2007	E 2% COLA Adopted (01/01/2007)
2/1/2006	E 2% COLA Adopted (02/01/2006)
1/1/2005	E 2% COLA Adopted (01/01/2005)
1/1/2004	E 2% COLA Adopted (01/01/2004)
1/1/2003	E 2% COLA Adopted (01/01/2003)
1/1/2002	E 2% COLA Adopted (01/01/2002)
1/1/2001	E 2% COLA Adopted (01/01/2001)
1/1/2000	E 2% COLA Adopted (01/01/2000)
1/1/1999	Day of work defined as 100 Hours a Month for All employees.
1/1/1999	Flexible E 2% COLA Adopted (01/01/1999)
1/1/1998	E 2% COLA Adopted (01/01/1998)
1/1/1997	E 2% COLA Adopted (01/01/1997)
3/18/1996	Day of work defined as 8 Hours a Day for All employees.
1/1/1996	E 2% COLA Adopted (01/01/1996)
1/1/1995	E 2% COLA Adopted (01/01/1995)
9/1/1994	Member Contribution Rate 6.00%
1/1/1994	E 2% COLA Adopted (01/01/1994)
1/1/1993	E 2% COLA Adopted (01/01/1993)
7/1/1992	Benefit FAC-3 (3 Year Final Average Compensation)
7/1/1992	Benefit B-4 (80% max)
1/1/1992	E 2% COLA Adopted (01/01/1992)
11/1/1991	Benefit F55 (With 25 Years of Service)
1/1/1991	E 2% COLA Adopted (01/01/1991)
1/1/1990	E 2% COLA Adopted (01/01/1990)
9/1/1989	Benefit C-2/Base C-1 (Old)
5/1/1978	Benefit C-1 (Old)
4/21/1975	Exclude Temporary Employees
3/1/1968	Fiscal Month - July
3/1/1968	Benefit FAC-5 (5 Year Final Average Compensation)

01 - Light and Power

3/1/1968 10 Year Vesting
3/1/1968 Benefit C (Old)
3/1/1968 Member Contribution Rate 3.00% Under \$4,200.00 - Then 5.00%
Defined Benefit Normal Retirement Age - 60
Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

10 - General

12/1/2016 Service Credit Purchase Estimates - Yes
1/1/2016 Participant Contribution Rate 5%
1/1/2009 E 2% COLA Adopted (01/01/2009)
1/1/2008 E 2% COLA Adopted (01/01/2008)
1/1/2007 E 2% COLA Adopted (01/01/2007)
1/1/2006 E 2% COLA Adopted (01/01/2006)
1/1/2005 E 2% COLA Adopted (01/01/2005)
1/1/2004 E 2% COLA Adopted (01/01/2004)
1/1/2003 E 2% COLA Adopted (01/01/2003)
1/1/2002 E 2% COLA Adopted (01/01/2002)
1/1/2001 E 2% COLA Adopted (01/01/2001)
1/1/2000 E 2% COLA Adopted (01/01/2000)
1/1/1999 Flexible E 2% COLA Adopted (01/01/1999)
1/1/1999 Day of work defined as 100 Hours a Month for All employees.
1/1/1998 E 2% COLA Adopted (01/01/1998)
1/1/1997 E 2% COLA Adopted (01/01/1997)
3/18/1996 Day of work defined as 8 Hours a Day for All employees.
1/1/1996 E 2% COLA Adopted (01/01/1996)
1/1/1995 E 2% COLA Adopted (01/01/1995)
1/1/1994 E 2% COLA Adopted (01/01/1994)
1/1/1993 E 2% COLA Adopted (01/01/1993)
7/1/1992 Benefit B-4 (80% max)
7/1/1992 Benefit FAC-3 (3 Year Final Average Compensation)
1/1/1992 E 2% COLA Adopted (01/01/1992)
1/1/1991 E 2% COLA Adopted (01/01/1991)
1/1/1990 E 2% COLA Adopted (01/01/1990)
7/1/1987 Benefit F55 (With 25 Years of Service)
7/1/1986 Benefit C-2/Base C-1 (Old)
5/1/1978 Benefit C-1 (Old)
4/21/1975 Exclude Temporary Employees
3/1/1968 Member Contribution Rate 3.00% Under \$4,200.00 - Then 5.00%
3/1/1968 Fiscal Month - July
3/1/1968 Benefit FAC-5 (5 Year Final Average Compensation)
3/1/1968 10 Year Vesting
3/1/1968 Benefit C (Old)
Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years
Defined Benefit Normal Retirement Age - 60

11 - Light-Power NonUnion Employees

12/1/2016	Service Credit Purchase Estimates - Yes
2/1/2006	E 2% COLA Adopted (02/01/2006)
1/1/2005	E 2% COLA Adopted (01/01/2005)
1/1/2004	E 2% COLA Adopted (01/01/2004)
1/1/2003	E 2% COLA Adopted (01/01/2003)
1/1/2002	E 2% COLA Adopted (01/01/2002)
1/1/2001	E 2% COLA Adopted (01/01/2001)
1/1/2000	E 2% COLA Adopted (01/01/2000)
1/1/1999	Day of work defined as 100 Hours a Month for All employees.
12/1/1998	Benefit FAC-3 (3 Year Final Average Compensation)
12/1/1998	6 Year Vesting
12/1/1998	Benefit B-4 (80% max)
12/1/1998	Benefit F55 (With 25 Years of Service)
12/1/1998	Member Contribution Rate 6.00%
3/1/1968	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

HA - All F/T NonUnion ee's after 9/1/12

9/1/2012	Day of work defined as 100 Hours a Month for All employees.
9/1/2012	Benefit FAC-3 (3 Year Final Average Compensation)
9/1/2012	6 Year Vesting
9/1/2012	1.5% Multiplier
9/1/2012	Benefit F55 (With 25 Years of Service)
3/1/1968	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	No Early Reduced Conditions

Plan Provisions, Actuarial Assumptions, and Actuarial Funding Method

Details on MERS plan provisions, actuarial assumptions, and actuarial methodology can be found in the [Appendix](#). Some actuarial assumptions are specific to this municipality and its divisions. These are listed below.

Increase in Final Average Compensation

Division	FAC Increase Assumption
All Divisions	2.00%

Withdrawal Rate Scaling Factor

Division	Withdrawal Rate Scaling Factor
All Divisions	100%

Miscellaneous and Technical Assumptions

Loads – None.

APPOINTMENTS

Expires

Board of Review

Vacancy (Nancy Wood-Currently Serving)

06/30/2018

Local Officers Compensation Commission

Vacancy (Barb Zandstra – Resigned 03/20/18)

06/30/2021

LCTV Endowment Board

Vacancy (Barb Zandstra – Resigned 03/20/18)

12/31/2018

**LOWELL POLICE DEPARTMENT
MONTHLY REPORT SUMMARY
CALENDAR YEAR 2018**

Complaint Book Total	189	351	540	718	922	1100							
Activity	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Year Total
Total Arrests	32	30	36	13	37	23							171
Alcohol (MIP/Open Intox)	0	1	0	0	4	1							6
Drug Law Violations	8	2	3	2	2	4							21
Drunk Driving	2	5	2	1	2	1							13
Suspended License	3	1	3	3	1	3							14
Warrant Arrest	7	17	22	6	20	10							82
Other Arrests	12	4	6	1	8	4							35
Assault	0	1	2	1	3	1							8
Assault (Civil/Verbal)	6	2	3	2	3	5							21
Assault (Domestic)	1	2	2	5	4	1							15
Assist from Other Agency	8	4	12	11	11	6							52
Assist to Other Agency	13	18	8	15	13	13							80
Assist to Citizen	28	44	45	60	48	29							254
Breaking & Entering	0	0	1	0	0	1							2
Disorderly Conduct	0	0	6	4	5	1							16
Dog/Animal	1	1	2	2	3	4							13
Larceny	9	4	4	8	9	13							47
Malicious Destruction	1	2	4	1	2	1							11
Motorist Assist	6	7	8	6	8	15							50
Ordinance Violations	2	8	8	6	9	19							52
Accident Total	13	12	7	4	14	12							62
{Property Damage}	11	10	6	4	13	11							55
{Personal Injury}	2	2	1	0	1	1							7
Citations Issued	26	37	30	40	52	79							264
Traffic Stops: Warned	146	119	127	133	121	199							845
Total # of Traffic Stops	167	145	138	155	149	256							1010

**MONTHLY COMPARISON TOTALS
JUNE 2017 AND 2018**

ACTIVITY	JUNE	2017 YEAR-TO-DATE	JUNE	2018 YEAR-TO-DATE
Total Arrests	19	141	23	171
Alcohol (MIP/Open Intox)	0	5	1	6
Drug Law Violations	1	19	4	21
Drunk Driving	0	7	1	13
Suspended License	1	20	3	14
Warrant Arrest	11	56	10	82
Other Arrests	6	34	4	35
Assault	1	7	1	8
Assault (Verbal)	4	19	5	21
Assault (Domestic)	0	8	1	15
Assist from Other Agency	12	43	6	52
Assist to Other Agency	10	70	13	80
Assist to Citizen	46	256	29	254
Breaking & Entering	1	4	1	2
Disorderly Conduct	6	21	1	16
Dog Complaints	2	15	4	13
Larceny	13	41	13	47
Malicious Destruction	3	11	1	11
Motorist Assist	5	46	15	50
Ordinance Violations	15	55	19	52
Accident Total	12	70	12	62
{Property Damage}	10	65	11	55
{Personal Injury}	2	5	1	7
Citations Issued	27	228	79	264
Traffic Stops: Warned	115	732	199	845
# of Traffic Stops Made	119	840	256	1010
TOTAL COMPLAINTS	209	1173	178	1100

AGENCIES ASSISTING LOWELL PD

JUNE 2018

COMP. #	DATE	INCIDENT	DEPARTMENT	STATUS
18-0924	6/1/2018	DUCKS IN STORM DRAIN	LOWELL DPW	ASSISTED
18-0950	6/7/2018	WARRANT ARREST	KENT COUNTY	BACK-UP
18-0959	6/8/2018	SUICIDAL SUBJECT	LOWELL AMBULANCE	ASSISTED
18-0968	6/10/2018	DOMESTIC	KENT COUNTY	BACK-UP
18-1053	6/23/2018	WARRANT ARREST	IONIA COUNTY	ASSISTED
81-1072	6/26/2018	FOUND BIKE	IONIA COUNTY	ASSISTED

**LOWELL POLICE DEPARTMENT
ASSISTING OTHER AGENCIES
JUNE 2018**

COMP. #	DATE	INCIDENT	DEPARTMENT	STATUS	VENUE
18-0931	6/3/2018	PD ACCIDENT	KENT COUNTY	ASSISTED	VERGENNES
18-0936	6/5/2018	FIRE ALARM	LOWELL FIRE	ASSISTED	CITY OF LOWELL
18-0960	6/9/2018	PI ACCIDENT	KENT COUNTY	ASSISTED	LOWELL
18-0963	6/9/2018	SUICIDAL SUBJECT	KENT COUNTY	BACK-UP	LOWELL
18-0966	6/9/2018	WARRANT ARREST	KENT COUNTY	BACK-UP	LOWELL
18-0971	6/11/2018	PD ACCIDENT	KENT COUNTY	ASSISTED	VERGENNES
18-0980	6/12/2018	ALARM	KENT COUNTY	BACK-UP	LOWELL
18-0991	6/15/2018	FISHING W/O LICENSE	KENT COUNTY	ASSISTED	CITY OF LOWELL
18-1049	6/22/2018	DELIVER MESSAGE	BARRY COUNTY	ASSISTED	CITY OF LOWELL
18-1058	6/23/2018	PROPERTY REMOVAL / ARREST	KENT COUNTY	BACK-UP	LOWELL
18-1062	6/24/2018	ALARM	KENT COUNTY	BACK-UP	LOWELL
18-1068	6/25/2018	ALARM	KENT COUNTY	HANDLED CALL	LOWELL
18-1070	6/26/2018	SCAM / ATTEMPT TO CONTACT SUSPECT	BLOOMFIELD TWP	ASSISTED	CITY OF LOWELL

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 7/2/2018 12:28:36 PM



Incident Count per User-Defined Fields for Date Range

Start Date: 06/01/2018 | End Date: 06/30/2018

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)	
0	65
USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)	
0	63
100	2
USER-DEFINED FIELD: Hose 3 inch Feet used (Required)	
0	65
USER-DEFINED FIELD: Hose 5 inch feet used (Required)	
0	65
USER-DEFINED FIELD: Hand Tools Used (Required)	
0	61
4 gas meter	1
Haligen and flat head axe	1
little giant ladder	1
little giant ladder Roof Ladder Stability jacks Chain Saw	1
USER-DEFINED FIELD: Rescue Tools Used (Required)	
0	64
Spreaders	1
USER-DEFINED FIELD: Water used (gal) (Required)	
0	64
173	1

USER-DEFINED FIELD: LUCAS (Required)	
NO	64
Yes	1

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 7/2/2018 12:25:17 PM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 06/01/2018 | End Date: 06/30/2018

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	33	30:19
Lowell Township - Lowell Township	21	27:03
Vergennes Township - Vergennes Township	11	13:03
TOTAL	65	70:25

Lowell Area Fire Dept.

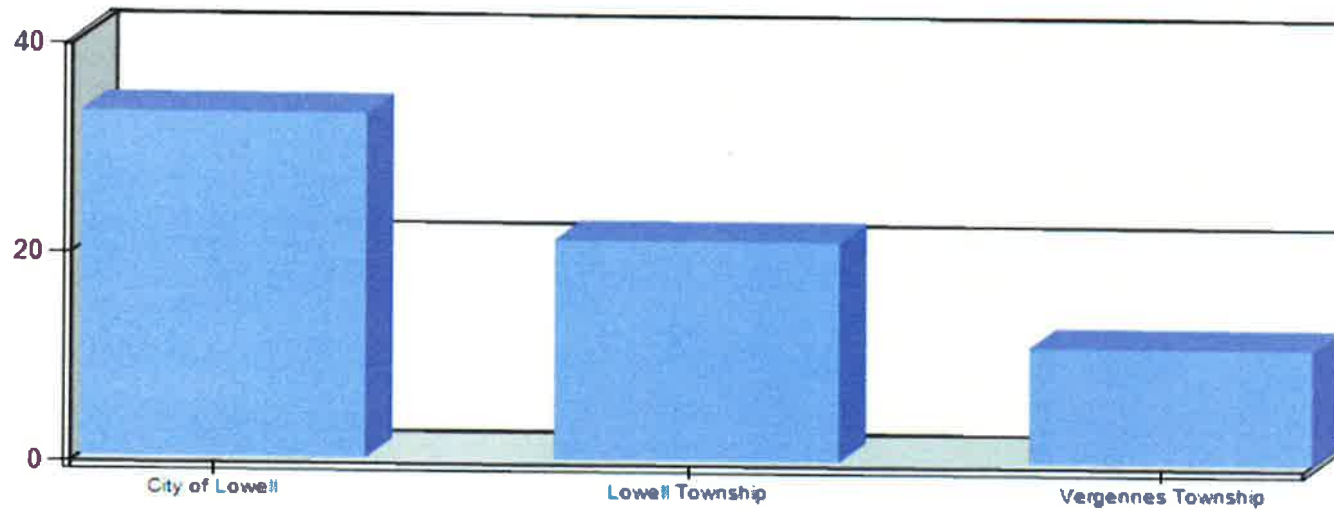
Lowell, MI

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Incident Count per Zone for Date Range

Start Date: 06/01/2018 | End Date: 06/30/2018



ZONE	# INCIDENTS
City of Lowell - City	33
Lowell Township - Lowell Township	21
Vergennes Township - Vergennes Township	11

TOTAL: 65



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

Monday, July 09, 2018

Fire Authority Board:

We responded to 67 total incidents for the month of June.

We have had a very busy start to 2018, averaging over 70 calls per month. We have used the UTV many times responding to brush fires and training.

The new interns will be moving to probationary status within the next 2 weeks. They are fitting in and showing a desire to do the job.

We are on the schedule for July to have the bay doors and openers replaced by Raynor door. All parts have been ordered. Seaman's has completed the install of the new furnaces and they are working nicely.

The Chassis payment has been made on the new tender.

July will be busy with summer concerts and the river walk festival. The festival runs July 12th-14th.

Shannon and I will be attending the leadership conference July 10th-12th. We have measures in place to make sure calls are covered.

As the lighting in the training room goes bad we will be replacing them with energy efficient led fixtures. These fixtures run about \$75.00 each and should last approximately 10 yrs.

We have signed the agreement for the annual physicals. They will take place here on August 15th.

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.

CITY OF LOWELL
REPORT FOR : JUNE
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 21.80204 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: JUNE TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 343.92 HOURS, WHICH RESULTED IN
383.25 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 181.70

ELECTRICAL COST PER MILLION GALLONS: \$ 205.19

TOTAL COST PER MILLION GALLONS: \$ 386.89

WATER PRODUCTION

DAILY AVERAGE: 0.727 MILLION GALLONS

DAILY MAXIMUM: 1.029 MILLION GALLONS

DAILY MINIMUM: 0.451 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 11.094 HOURS PER DAY.

STREETS DEPARTMENT

JUNE 2018

Major & Local Streets

Snow and Ice Control

Pot holes:

4 Tons - pot holes filled with cold patch
Tons - of hot mix put down

Storm drains and ditches:

Cleaned out ditch line on James St. hill

Parking Lots

Public Works:

Washed down back parking lot

Airport:

Graded airport road

Sidewalks:

Inspected sidewalks

Trees, bushes, shrubs trimming and removal:

Trimmed trees along road sides
Mowed road sides

Traffic & Signs:

Replaced a lot of signs throughout the City

Misc:

Weekly Park Trash, D.D.A. Pickup (twice a week)
Set up City Hall weekly
Painted parking lot lines throughout the City
Graded fairgrounds road

PARKS

JUNE 2018

Creekside Park

- Picked up trash daily
- Cleaned picnic area
- Painted parking lot line
- Trimmed tall grass along creek line
- Washed down picnic shelter

Stoney Lakeside Park

- Picked up trash daily
- Racked beach two times a week
- Put in two more grills
- Cut a lot of dead trees and brush down near boat ramp

Recreation Park

- Rec Ballfield - Ground maintenance under contract
- Burch football field – ground maintenance under contract
- Weekly trash pick up

Richard Park

- Ground maintenance under contract
- Weekly trash pick up

McMahon Park

- Ground maintenance under contract

Upper Bridge Park

DPW – Fire Station – Fairgrounds

- Mowed and trimmed by contract
- Pulled weeds and put down weed killer

Misc.

- Set up City Hall weekly for Rotary and meetings
- Weekly D.D.A. trash pickup
- Cleaned up plaza

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: 07/09/2018

Period From: 06/01/2018 To: 06/30/2018

Invoice Number	Date	Name	Tire Fees	Tax	Total	Balance Due
001314	06/05/2018	Police		0.00	615.47	1,293.79
001315	06/14/2018	Water Distribution, Organization		0.00	2,214.01	2,404.03
001316	06/07/2018	Water Distribution		0.00	1,429.98	338.14
001317	06/07/2018	Equipment		0.00	164.83	157.50
001318	06/08/2018	DDA		0.00	412.62	412.62
001319	06/11/2018	Water Distribution, Organization		0.00	190.02	2,404.03
001320	06/11/2018	Street Dept.		0.00	411.54	411.54
001321	06/12/2018	Equipment		0.00	204.55	157.50
001322	06/12/2018	Water Distribution		0.00	106.54	338.14
001323	06/14/2018	Police	18.00	0.00	1,275.79	1,293.79
001325	06/26/2018	Water Distribution		0.00	231.60	338.14
001326	06/19/2018	Equipment		0.00	157.50	157.50
001327	06/19/2018	Cemetery, organization		0.00	63.00	157.50
001328	06/19/2018	Cemetery, organization		0.00	63.00	157.50
001329	06/20/2018	Equipment		0.00	126.00	157.50
001330	06/22/2018	Equipment		0.00	50.02	157.50
001331	06/21/2018	Cemetery, organization		0.00	31.50	157.50
001332	06/21/2018	Parks		0.00	31.50	31.50
001334	06/22/2018	Equipment		0.00	254.05	157.50
001335	* 06/25/2018	Equipment		0.00	39.32	
001337	* 06/28/2018	DPW		0.00	7.03	7.03

Grand Totals:**18.00****0.00****8,079.87****10,690.25****Number of Invoices: 21***** - Indicates a Counter Sale****Averages:****\$384.76****509.06**

Dept. of Public Works, City of Lowell

217 S. Hudson

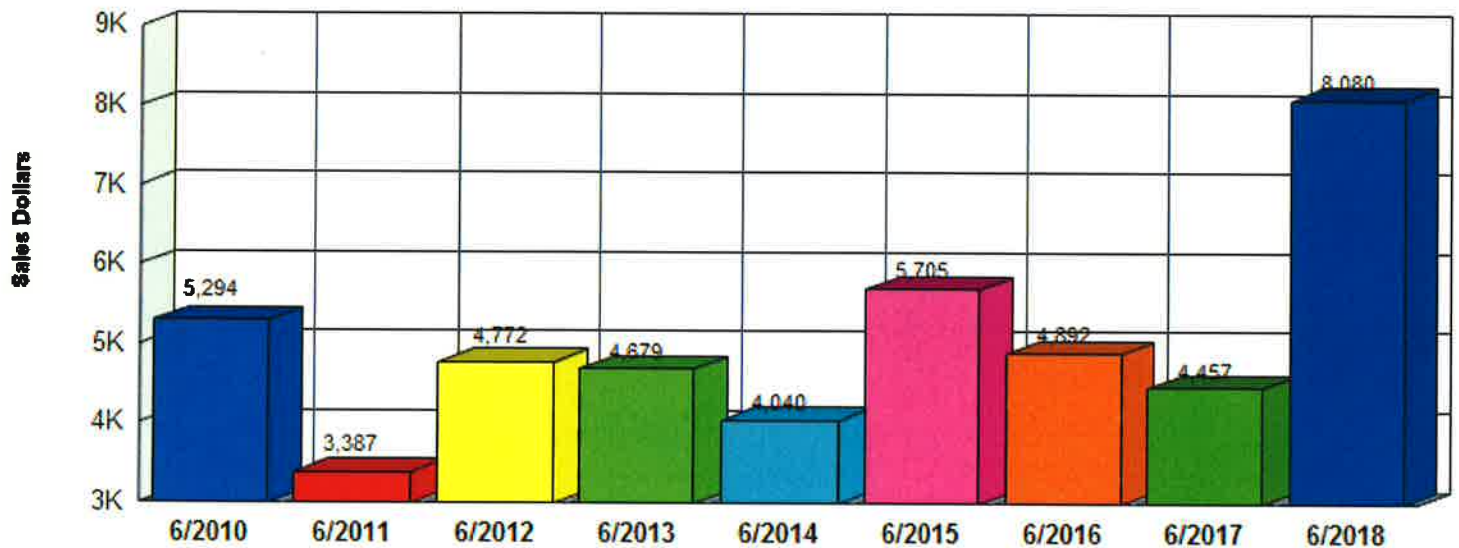
Lowell, MI. 49331

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

Sales By Selected Month For The Month Of June

Report Date: 07/09/2018

<u>Month & Year</u>	<u>Avg. RO</u>	<u>Car Count</u>	<u>Sales Amount</u>	<u>Avg. Labor</u>	<u>Total Labor</u>	<u>Avg. Parts</u>	<u>Total Parts</u>
6/2010	529.39	10	5,293.90	414.64	4,146.40	109.10	1,090.95
6/2011	338.75	10	3,387.49	158.32	1,583.18	173.49	1,734.90
6/2012	367.09	13	4,772.14	323.08	4,200.00	38.13	495.64
6/2013	425.35	11	4,678.81	250.30	2,753.31	165.45	1,819.95
6/2014	310.80	13	4,040.38	156.31	2,032.00	147.83	1,921.78
6/2015	475.40	12	5,704.84	262.91	3,154.95	204.93	2,459.14
6/2016	444.73	11	4,892.02	233.26	2,565.85	206.53	2,271.87
6/2017	371.38	12	4,456.56	255.58	3,067.00	107.75	1,292.96
6/2018	384.76	21	8,079.87	150.33	3,156.96	228.35	4,795.41
Totals:		113	45,306.01		\$26,659.65		\$17,882.60



Note: Labor and Part columns do not include Shop Supplies or Hazmat

May 2018 Sexton's Report

Total of Burials: 8 of those were: 3 full: cremations: 5 Year to date 18

Oakwood: Spent 403.5 hrs. plus 23 hrs. o.t

- Lots of mowing plus the weed whipping.
- Helped a few people locate their relatives.
- Boy Scouts helped a few Veterans get all the flags out, over 600 again.
- Went to G.R. for supplies, and plants.
- Worked on equipment.
- Weeded tree saucers and added a fresh coat of new wood chips to some of them.
- Was able to have 2 days of trimming in the big oak trees for the first time in years.
- Hauled some of our debris to the dump
- Watered newly seeded graves as needed..

City Hall – LPD: Spent 7 hrs plus .25 o.t. mowing and trimming once each week, and some weeding.

Englehardt Library: Spent 50.25 hrs

- Mowing and trimming once each week
- Did some weeding around the trees and in front adding wood chips.
- Filled soap dispensers in both bathrooms
- Put gravel back along the building where it butts up to the deck..

D.D.A. Spent 239.5 hr's. & 22.25 hr's o.t.

- Mowing and trimming once each week..
- Planted some annual flowers in all up front and visible beds.
- Had to deal with a lot of weeds.
- Started to work on testing the irrigation
- Sprayed weeds in cracks and tree saucers, added new layer wood chips.
- We raked most grassy areas to clean out gravel but also get some life back into it.
- Removed plants in front of Veterans lot and re planted those spaces.

Museum: Spent 10 hr's.

- Mowed and trimmed once each week
- Weeded as needed..
- Raked up left over leaves etc. in the court yard.

D.P.W. :13.5 hr's meeting, training

Equipment Maint. 1 hr. cleaning machines

07/10/2018

JUNE

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB18900715	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900716	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900717	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900718	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900719	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900720	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900721	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900722	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900723	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900724	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900725	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	50.00	20,000
PB18900749	1800 W MAIN ST SE	06/05/2018	41-20-03-451-001	PIERS FOR MOBILE HOM	100.00	4,000
PB18900765	1359 HIGHLAND HILL DR SE	06/05/2018	41-20-01-178-040	WOOD DECK	150.00	7,000
PB18900785	300 BOWES ST SE	06/11/2018	41-20-11-201-008	TEMPORARY TENTS	50.00	1,000
PB18900804	814 GRINDLE DR SE	06/08/2018	41-20-01-101-058	ABOVE GROUND SWIMM	95.00	11,968
PB18900835	350 N CENTER ST SE	06/18/2018	41-20-02-302-009	20 X 20 CANOPY	50.00	14,000
PB18900841	517 N HUDSON	06/14/2018	41-20-02-191-002	SIDING	65.00	8,628
PB18900904	820 N WASHINGTON ST SE	06/22/2018	41-20-02-207-007	RE ROOF WITH STEEL	65.00	5,000

Total Permits: 18

Total Fee Amount: 1,125.00

Total Const. Value: 271,596

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE18900834	2335 W MAIN ST	06/01/2018	41-20-03-301-033		60.00	0
PE18900858	1800 W MAIN ST SE	06/05/2018	41-20-03-451-001	MANUFACTURED HOME	62.00	0
PE18900867	225 JANE ELLEN DR SE	06/06/2018	41-20-03-421-008	service upgrade	60.00	0
PE18900877	1301 BOWES ST SE	06/07/2018	41-20-03-478-024	ADDITION TO WAREHO	135.00	0
PE18900904	149 S HUDSON ST SE	06/12/2018	41-20-02-451-010	INTERIOR REMODELKIN	169.00	0
PE18900919	1800 W MAIN ST SE	06/14/2018	41-20-03-451-001	MANUFACTURED HOME	66.00	0
PE18900920	1800 W MAIN ST SE	06/14/2018	41-20-03-451-001	MANUFACTURED HOME	66.00	0

07/10/2018

JUNE

CITY OF LOWELL - PERMIT LIST

PE18900921	1800 W MAIN ST SE	06/14/2018	41-20-03-451-001	MANUFACTURED HOME	66.00	0
PE18900928	928 RIVERSIDE DR SE	06/14/2018	41-20-02-128-011	Panel change	60.00	0
PE18901007	1800 W MAIN ST SE	06/27/2018	41-20-03-451-001	MANUFACTURED HOME	56.00	0
PE18901008	1800 W MAIN ST SE	06/27/2018	41-20-03-451-001	MANUFACTURED HOME	66.00	0
PE18901009	1800 W MAIN ST SE	06/27/2018	41-20-03-451-001	MANUFACTURED HOME	66.00	0
PE18901010	1800 W MAIN ST SE	06/27/2018	41-20-03-451-001	MANUFACTURED HOME	66.00	0

Total Permits: 13

Total Fee Amount: 998.00

Total Const. Value: 0

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM18901290	400 N WASHINGTON ST	06/04/2018	41-20-02-258-011	Installation of central AC	80.00	0
PM18901324	1800 W MAIN ST SE	06/05/2018	41-20-03-451-001	MANUFACTURED HOME	80.00	0
PM18901340	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901341	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901342	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901343	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901344	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901345	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901346	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901347	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901348	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901349	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901350	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PM18901360	250 DONNA DR SE	06/07/2018	41-20-03-429-011	replace A/C	80.00	0
PM18901448	526 N MONROE ST	06/14/2018	41-20-02-254-010		80.00	0
PM18901517	814 GRINDLE DR SE	06/19/2018	41-20-01-101-058		75.00	0

Total Permits: 16

Total Fee Amount: 1,000.00

Total Const. Value: 0

07/10/2018

JUNE

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP18900674	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900675	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900676	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900677	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900678	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900679	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900680	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900681	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900682	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900683	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900684	1800 W MAIN ST SE	06/06/2018	41-20-03-451-001	MANUFACTURED HOME	55.00	0
PP18900699	115 S BROADWAY ST SE	06/07/2018	41-20-02-409-018		128.00	0

Total Permits: 12

Total Fee Amount: 733.00

Total Const. Value: 0

Grand Total Permits: 59

Grand Total Permit Fee: 3,856.00

Grand Total Const. Value: \$271,596

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	1,947,470.00	1,907,192.35	69,270.36	40,277.65	97.93
STATE	STATE GRANTS	438,234.00	373,745.18	60,050.39	64,488.82	85.28
LICPER	LICENSES AND PERMITS	41,400.00	45,306.68	620.00	(3,906.68)	109.44
CHARGES	CHARGES FOR SERVICES	319,850.00	72,704.18	15,673.66	247,145.82	22.73
INT	INTEREST AND RENTS	13,950.00	6,381.96	0.00	7,568.04	45.75
OTHER	OTHER REVENUE	29,546.00	28,539.89	358.92	1,006.11	96.59
TRANSIN	TRANSFERS IN	148,022.00	148,022.00	0.00	0.00	100.00
FINES	FINES AND FORFEITURES	8,500.00	8,485.69	325.00	14.31	99.83
LOCAL	LOCAL CONTRIBUTIONS	12,100.00	16,295.40	2,902.88	(4,195.40)	134.67
TOTAL REVENUES		2,959,072.00	2,606,673.33	149,201.21	352,398.67	88.09
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	18,141.00	16,743.87	139.76	1,397.13	92.30
172	MANAGER	109,350.00	105,537.78	10,497.49	3,812.22	96.51
191	ELECTIONS	5,760.00	2,675.33	0.00	3,084.67	46.45
209	ASSESSOR	55,000.00	52,886.19	4,270.79	2,113.81	96.16
210	ATTORNEY	57,700.00	50,460.89	4,921.00	7,239.11	87.45
215	CLERK	121,420.00	124,270.91	10,196.26	(2,850.91)	102.35
253	TREASURER	211,128.00	200,171.33	12,790.93	10,956.67	94.81
265	CITY HALL	177,749.00	147,906.71	28,391.40	29,842.29	83.21
276	CEMETERY	132,485.00	125,817.10	12,008.36	6,667.90	94.97
294	UNALLOCATED MISCELLANEOUS	5,000.00	3,806.67	0.00	1,193.33	76.13
301	POLICE DEPARTMENT	694,859.00	699,221.48	59,280.19	(4,362.48)	100.63
305	CODE ENFORCEMENT	80,860.00	76,431.18	6,404.06	4,428.82	94.52
336	FIRE	120,485.00	120,457.63	29,606.46	27.37	99.98
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	73,090.00	77,233.50	4,407.37	(4,143.50)	105.67
426	EMERGENCY MANAGEMENT	26,951.21	26,731.24	0.00	219.97	99.18
441	DEPARTMENT OF PUBLIC WORKS	249,450.00	225,997.17	16,023.95	23,452.83	90.60
442	SIDEWALK	5,985.00	2,253.06	740.91	3,731.94	37.65
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	17,888.38	1,377.93	3,211.62	84.78
747	CHAMBER/RIVERWALK	4,000.00	3,288.01	288.03	711.99	82.20
751	PARKS	151,803.00	145,620.62	21,943.48	6,182.38	95.93
757	SHOWBOAT	8,100.00	6,081.71	96.58	2,018.29	75.08
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	2,500.00	2,000.00	0.00	500.00	80.00
790	LIBRARY	88,950.00	79,111.63	7,306.71	9,838.37	88.94
803	HISTORICAL DISTRICT COMMISSION	165.00	164.17	0.00	0.83	99.50
804	MUSEUM	42,275.00	39,684.58	1,055.21	2,590.42	93.87
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	511,046.00	331,046.00	331,046.00	180,000.00	64.78

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 06/30/2018

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GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
<hr/>						
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,975,352.21	2,683,487.14	562,792.87	291,865.07	90.19
TOTAL REVENUES		2,959,072.00	2,606,673.33	149,201.21	352,398.67	88.09
TOTAL EXPENDITURES		2,975,352.21	2,683,487.14	562,792.87	291,865.07	90.19
NET OF REVENUES & EXPENDITURES		(16,280.21)	(76,813.81)	(413,591.66)	60,533.60	471.82

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	200.00	695.68	0.00	(495.68)	347.84
OTHER	OTHER REVENUE	223,700.00	240,585.79	28,964.51	(16,885.79)	107.55
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		223,900.00	241,281.47	28,964.51	(17,381.47)	107.76
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	82,750.00	63,723.59	0.00	19,026.41	77.01
463	MAINTENANCE	61,560.00	22,141.13	1,333.78	39,418.87	35.97
474	TRAFFIC	10,730.00	8,431.44	925.21	2,298.56	78.58
478	WINTER MAINTENANCE	57,100.00	47,646.03	313.98	9,453.97	83.44
483	ADMINISTRATION	13,200.00	3,193.50	493.50	10,006.50	24.19
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		225,340.00	145,135.69	3,066.47	80,204.31	64.41
TOTAL REVENUES		223,900.00	241,281.47	28,964.51	(17,381.47)	107.76
TOTAL EXPENDITURES		225,340.00	145,135.69	3,066.47	80,204.31	64.41
NET OF REVENUES & EXPENDITURES		(1,440.00)	96,145.78	25,898.04	(97,585.78)	6,676.79

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	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	46.59	0.00	(46.59)	100.00
OTHER	OTHER REVENUE	107,000.00	127,671.43	15,237.40	(20,671.43)	119.32
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		287,000.00	127,718.02	15,237.40	159,281.98	44.50
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	27,650.00	5,537.50	3,865.00	22,112.50	20.03
463	MAINTENANCE	68,250.00	47,953.15	6,015.43	20,296.85	70.26
474	TRAFFIC	13,400.00	9,766.58	925.93	3,633.42	72.88
478	WINTER MAINTENANCE	76,802.00	69,719.94	544.51	7,082.06	90.78
483	ADMINISTRATION	16,900.00	4,093.50	493.50	12,806.50	24.22
906	DEBT SERVICE	75,205.00	74,507.50	802.50	697.50	99.07
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		278,207.00	211,578.17	12,646.87	66,628.83	76.05
TOTAL REVENUES		287,000.00	127,718.02	15,237.40	159,281.98	44.50
TOTAL EXPENDITURES		278,207.00	211,578.17	12,646.87	66,628.83	76.05
NET OF REVENUES & EXPENDITURES		8,793.00	(83,860.15)	2,590.53	92,653.15	953.71

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	96.78	0.00	3.22	96.78
OTHER	OTHER REVENUE	50,000.00	50,000.00	0.00	0.00	100.00
TOTAL REVENUES		50,100.00	50,096.78	0.00	3.22	99.99
Expenditures						
000		75,000.00	75,887.00	11,413.00	(887.00)	101.18
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		75,000.00	75,887.00	11,413.00	(887.00)	101.18
TOTAL REVENUES		50,100.00	50,096.78	0.00	3.22	99.99
TOTAL EXPENDITURES		75,000.00	75,887.00	11,413.00	(887.00)	101.18
NET OF REVENUES & EXPENDITURES		(24,900.00)	(25,790.22)	(11,413.00)	890.22	103.58

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	470,582.00	470,582.97	0.00	(0.97)	100.00
STATE	STATE GRANTS	8,202.00	8,201.79	0.00	0.21	100.00
INT	INTEREST AND RENTS	400.00	1,274.47	0.00	(874.47)	318.62
OTHER	OTHER REVENUE	0.00	72.98	0.00	(72.98)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		479,184.00	480,132.21	0.00	(948.21)	100.20
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	110,000.00	18,061.05	8,216.05	91,938.95	16.42
463	MAINTENANCE	110,850.00	107,788.44	9,832.94	3,061.56	97.24
483	ADMINISTRATION	32,400.00	16,366.93	1,243.82	16,033.07	50.52
740	COMMUNITY PROMOTIONS	65,000.00	43,001.40	401.76	21,998.60	66.16
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	161,364.00	148,022.00	0.00	13,342.00	91.73
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		479,614.00	333,239.82	19,694.57	146,374.18	69.48
TOTAL REVENUES		479,184.00	480,132.21	0.00	(948.21)	100.20
TOTAL EXPENDITURES		479,614.00	333,239.82	19,694.57	146,374.18	69.48
NET OF REVENUES & EXPENDITURES		(430.00)	146,892.39	(19,694.57)	(147,322.39)	34,161.0

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	500,000.00	500,000.00	0.00	0.00	100.00
INT	INTEREST AND RENTS	2,160.00	2,160.00	0.00	0.00	100.00
OTHER	OTHER REVENUE	8,719.60	8,719.60	0.00	0.00	100.00
TRANSIN	TRANSFERS IN	4,000.00	4,000.00	0.00	0.00	100.00
LOCAL	LOCAL CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		519,879.60	514,879.60	0.00	5,000.00	99.04
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	332.50	0.00	(332.50)	100.00
442	SIDEWALK	0.00	0.00	0.00	0.00	0.00
443	ARBOR BOARD	10,000.00	9,998.25	0.00	1.75	99.98
474	TRAFFIC	5,000.00	4,500.00	682.00	500.00	90.00
751	PARKS	525,000.00	83,556.26	60,618.00	441,443.74	15.92
758	DOG PARK	700.00	808.99	183.00	(108.99)	115.57
759	COMMUNITY GARDEN	0.00	0.00	0.00	0.00	0.00
790	LIBRARY	1,697.00	1,697.71	0.00	(0.71)	100.04
TOTAL EXPENDITURES		542,397.00	100,893.71	61,483.00	441,503.29	18.60
TOTAL REVENUES		519,879.60	514,879.60	0.00	5,000.00	99.04
TOTAL EXPENDITURES		542,397.00	100,893.71	61,483.00	441,503.29	18.60
NET OF REVENUES & EXPENDITURES		(22,517.40)	413,985.89	(61,483.00)	(436,503.29)	1,838.52

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	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	296,046.00	296,046.00	0.00	100.00
TOTAL REVENUES		296,046.00	296,046.00	296,046.00	0.00	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
906	DEBT SERVICE	296,046.00	296,245.02	0.00	(199.02)	100.07
TOTAL EXPENDITURES		296,046.00	296,245.02	0.00	(199.02)	100.07
TOTAL REVENUES		296,046.00	296,046.00	296,046.00	0.00	100.00
TOTAL EXPENDITURES		296,046.00	296,245.02	0.00	(199.02)	100.07
NET OF REVENUES & EXPENDITURES		0.00	(199.02)	296,046.00	199.02	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	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 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	12,216.00	11,790.90	0.00	425.10	96.52
INT	INTEREST AND RENTS	50,050.00	49,436.62	2,630.00	613.38	98.77
OTHER	OTHER REVENUE	1,500.00	1,025.00	0.00	475.00	68.33
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		63,766.00	62,252.52	2,630.00	1,513.48	97.63
Expenditures						
000		81,487.00	51,231.90	4,124.08	30,255.10	62.87
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		81,487.00	51,231.90	4,124.08	30,255.10	62.87
TOTAL REVENUES		63,766.00	62,252.52	2,630.00	1,513.48	97.63
TOTAL EXPENDITURES		81,487.00	51,231.90	4,124.08	30,255.10	62.87
NET OF REVENUES & EXPENDITURES		(17,721.00)	11,020.62	(1,494.08)	(28,741.62)	62.19

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,065,000.00	939,850.77	83,457.59	125,149.23	88.25
INT	INTEREST AND RENTS	7,000.00	6,086.78	0.00	913.22	86.95
OTHER	OTHER REVENUE	3,000.00	238.60	0.00	2,761.40	7.95
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		1,075,000.00	946,176.15	83,457.59	128,823.85	88.02
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	865,600.00	770,954.81	87,606.95	94,645.19	89.07
551	COLLECTION	1,211,480.00	727,690.33	190,078.43	483,789.67	60.07
552	CUSTOMER ACCOUNTS	77,850.00	74,649.18	4,111.13	3,200.82	95.89
553	ADMINISTRATION	310,568.00	157,683.50	296.00	152,884.50	50.77
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		2,465,498.00	1,730,977.82	282,092.51	734,520.18	70.21
TOTAL REVENUES		1,075,000.00	946,176.15	83,457.59	128,823.85	88.02
TOTAL EXPENDITURES		2,465,498.00	1,730,977.82	282,092.51	734,520.18	70.21
NET OF REVENUES & EXPENDITURES		(1,390,498.00)	(784,801.67)	(198,634.92)	(605,696.33)	56.44

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,057,597.00	1,094,134.81	108,807.59	(36,537.81)	103.45
INT	INTEREST AND RENTS	23,040.00	22,282.07	1,610.41	757.93	96.71
OTHER	OTHER REVENUE	1,035,659.00	15,701.41	0.00	1,019,957.59	1.52
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		2,116,296.00	1,132,118.29	110,418.00	984,177.71	53.50
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	537,360.00	397,841.97	41,650.18	139,518.03	74.04
571	DISTRIBUTION	1,018,915.00	696,190.05	225,393.80	322,724.95	68.33
572	CUSTOMER ACCOUNTS	83,500.00	77,582.78	4,111.05	5,917.22	92.91
573	ADMINISTRATION	445,845.50	203,691.29	0.00	242,154.21	45.69
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		2,085,620.50	1,375,306.09	271,155.03	710,314.41	65.94
TOTAL REVENUES		2,116,296.00	1,132,118.29	110,418.00	984,177.71	53.50
TOTAL EXPENDITURES		2,085,620.50	1,375,306.09	271,155.03	710,314.41	65.94
NET OF REVENUES & EXPENDITURES		30,675.50	(243,187.80)	(160,737.03)	273,863.30	792.78

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	78,700.00	78,772.09	0.00	(72.09)	100.09
OTHER	OTHER REVENUE	4,029.64	4,029.64	0.00	0.00	100.00
TOTAL REVENUES		82,729.64	82,801.73	0.00	(72.09)	100.09
Expenditures						
000		96,502.00	90,718.69	17,631.13	5,783.31	94.01
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		96,502.00	90,718.69	17,631.13	5,783.31	94.01
TOTAL REVENUES		82,729.64	82,801.73	0.00	(72.09)	100.09
TOTAL EXPENDITURES		96,502.00	90,718.69	17,631.13	5,783.31	94.01
NET OF REVENUES & EXPENDITURES		(13,772.36)	(7,916.96)	(17,631.13)	(5,855.40)	57.48

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	167,050.00	193,380.79	11,468.08	(26,330.79)	115.76
INT	INTEREST AND RENTS	50.00	195.06	0.00	(145.06)	390.12
OTHER	OTHER REVENUE	0.00	530.49	0.00	(530.49)	100.00
TRANSIN	TRANSFERS IN	48,342.00	35,000.00	35,000.00	13,342.00	72.40
TOTAL REVENUES		215,442.00	229,106.34	46,468.08	(13,664.34)	106.34
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	354,970.94	247,435.45	20,216.30	107,535.49	69.71
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		354,970.94	247,435.45	20,216.30	107,535.49	69.71
TOTAL REVENUES		215,442.00	229,106.34	46,468.08	(13,664.34)	106.34
TOTAL EXPENDITURES		354,970.94	247,435.45	20,216.30	107,535.49	69.71
NET OF REVENUES & EXPENDITURES		(139,528.94)	(18,329.11)	26,251.78	(121,199.83)	13.14

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	9,750.00	2,000.00	(9,750.00)	100.00
INT	INTEREST AND RENTS	0.00	1,015.26	0.00	(1,015.26)	100.00
TOTAL REVENUES		0.00	10,765.26	2,000.00	(10,765.26)	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	10,765.26	2,000.00	(10,765.26)	100.00
TOTAL EXPENDITURES		140,000.00	0.00	0.00	140,000.00	0.00
NET OF REVENUES & EXPENDITURES		(140,000.00)	10,765.26	2,000.00	(150,765.26)	7.69

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	4,000.00	419.30	(44.02)	3,580.70	10.48
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		4,000.00	419.30	(44.02)	3,580.70	10.48
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	419.30	(44.02)	3,580.70	10.48
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	419.30	(44.02)	(419.30)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	18,000.00	1,949.02	(191.68)	16,050.98	10.83
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		18,000.00	1,949.02	(191.68)	16,050.98	10.83
Expenditures						
000		18,000.00	326,250.00	0.00	(308,250.00)	1,812.50
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	326,250.00	0.00	(308,250.00)	1,812.50
TOTAL REVENUES		18,000.00	1,949.02	(191.68)	16,050.98	10.83
TOTAL EXPENDITURES		18,000.00	326,250.00	0.00	(308,250.00)	1,812.50
NET OF REVENUES & EXPENDITURES		0.00	(324,300.98)	(191.68)	324,300.98	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	54.60	0.00	(54.60)	100.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	54.60	0.00	(54.60)	100.00
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	54.60	0.00	(54.60)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	54.60	0.00	(54.60)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	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 06/30/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018	ACTIVITY FOR MONTH 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	0.00	191.48	0.00	(191.48)	100.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	191.48	0.00	(191.48)	100.00
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	191.48	0.00	(191.48)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	191.48	0.00	(191.48)	100.00
TOTAL REVENUES - ALL FUNDS		8,390,415.24	6,782,662.10	734,187.09	1,607,753.14	80.84
TOTAL EXPENDITURES - ALL FUNDS		10,118,034.65	7,668,386.50	1,266,315.83	2,449,648.15	75.79
NET OF REVENUES & EXPENDITURES		(1,727,619.41)	(885,724.40)	(532,128.74)	(841,895.01)	51.27

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

June 2018





July 12, 2018

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 June Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 35.92 million gallons of wastewater were treated, down from 43.54 million gallons the month before.

All NPDES Permit requirements were satisfied. Copies of the Monthly Operating Reports for June 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

The Fullers Septic May surcharges were \$118.53, and June surcharges were \$84.94. No operational problems were experienced at the plant from this discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
5/17	Tractor Supply (1)	\$ 112.34
5/17	Showboat Automotive (2)	27.54
5/23	Harbor Steel (3)	130.24
5/25	North Central Labs (4)	1330.47
6/1	Bernards Ace Hardware (5)	118.06
6/6	Amazon (6)	292.44
6/27	Bluewater Tanks (7)	475.00
6/29	Voss Lighting (8)	141.92
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 16-17)*		\$ 11,980.04*
Maintenance Allowance Spent YTD		\$ 11,754.16
Balance of Maintenance Allowance		\$ 225.88

*The maintenance spending for FY 17-18 was under the annual allotment by \$225.88. That amount will be added to the beginning balance on July 1st. That makes the beginning balance \$12,225.88 (\$12,000+\$225.88).

Due to how maintenance spending was previously tracked, two months' worth of expenses are shown on this report. The new process going forward will more closely reflect maintenance spending.

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

- Replaced tires on plant mower (1)
- Rebuild motor in Lab drying oven (2)
- Purchased new valve stems for mud valves (3)
- Replaced Chlorine and Ammonia probes for Lab (4)
- (5)
- Replaced rear bumper on plant truck (6)
- Conducted inspection on sludge storage tank (7)
- Replaced fluorescent light bulbs with LED's in office and lab (8)

PROJECTS FOR THE FUTURE

- Continue painting projects
- Calibrate Lab balances and flow meters
- Replace influent sampler valve
- Rehab mud valves in West Oxidation Ditch

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

Respectfully submitted,

SUEZ



Brian Vander Meulen
Plant Manager

JUNE EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 4.0 mg/l, 84% under the NPDES limit of 25 mg/l. The worst 7-day average was 4.4 mg/l, 89% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 3.0 mg/l, 90% under the NPDES limit of 30 mg/l. The worst 7-day average was 3.5 mg/l, 92% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.68 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 96%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 194 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 237 colonies/100 mls, the limit is 400 colonies/100 mls.

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

Appendix A

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Plant Influent Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

R4607 4/74
4833-6040

Plant No. 410049
Month June
Year 2018

Superintendent's Signature
Brian Vander Meulen, Supt.

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

DAY PN SF	WEATHER		FLOW		RAW SEWAGE QUALITY											DAY PN SF
	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD		SS		Total-P		VSS	NH3-N	Mercury	
							mg/l	LBS	mg/l	LBS	mg/l	LBS	mg/l	mg/l	ng/l	
	0033	0045	50050	50051	00011	00400	00310	85001	00530	85002	00665	85004	00535	00610	71900	
1	16	0.00	1.52	1.90	57	7.4	76	963	54	685			50		*G	1
2	26	0.34	1.55	1.80												2
3	2468	0.00	1.55	1.80												3
4	248	0.20	1.48	2.00	56	7.6	69	852	52	642			50			4
5	16	0.00	1.45	1.80												5
6	26	0.00	1.38	1.80	58	7.5	76	875	70	806	1.1	12.7	68	7.1		6
7	16	0.00	1.36	1.70												7
8	2468	0.38	1.25	1.80	58	7.6	84	876	62	646			48			8
9	346	0.16	1.31	1.90												9
10	16	0.00	1.33	1.60												10
11	26	0.00	1.27	1.70	58	7.4	91	964	58	614			52			11
12	246	0.02	1.22	1.60												12
13	268	0.00	1.23	1.60	58	7.4	108	1108	64	657	1.1	11.3	62	8.4		13
14	26	0.00	1.20	1.60												14
15	2468	0.10	1.09	1.50	58	7.5	80	727	74	673			62			15
16	2468	0.03	1.12	1.60												16
17	16	0.00	1.18	1.50												17
18	24	0.08	1.13	1.50	58	7.5	128	1206	102	961			100			18
19	246	0.02	1.09	1.80												19
20	16	0.00	1.07	1.50	59	7.6	99	883	68	607	1.7	15.2	64	8.9		20
21	246	0.00	1.06	1.50												21
22	346	0.02	1.04	1.40	59	7.5	123	1036	84	708			72			22
23	26	0.00	1.02	1.50												23
24	16	0.00	1.06	1.40												24
25	16	0.00	1.01	1.50	60	7.5	105	884	64	539			54			25
26	246	0.38	1.02	1.40												26
27	246	0.15	1.01	1.40	60	7.7	128	1078	80	674	1.7	14.3	72	9.4		27
28	16	0.00	1.02	1.40												28
29	168	0.00	0.93	1.40	60	7.6	134	1039	86	667			84			29
30	268	0.00	1.00	1.40												30
31																31
TL	XXXX	1.88	35.92	XXXX	XXXX	XXXX	XXXX	28828	XXXX	20487	XXXX	401	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	1.20	XXXX	58	7.5	100	961	71	683	1.4	13.4	64	8.5	XXXX	ME
MAX	XXXX	0.38	1.55	2.00	60	7.7	134	1206	102	961	1.7	15.2	100	9.4	XXXX	MAX
MIN	XXXX	XXXX	0.93	1.40	56	7.4	69	727	52	539	1.1	11.3	48	7.1	XXXX	MIN

Activated Sludge Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

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

Plant No. 410049
Month June
Year 2018

Superintendent's Signature
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code 80889	D A Y PN SF	REMARKS
D A Y PN SF	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	11.3	18.1	0.10	2071	1607	15	1.38	4.3	72	0.50	0.39	0.0	4	1	
2		11.1											0.0		2	
3		11.1											0.0		3	
4		11.6	21.5	0.08	2302	1757	17	1.35	4.5	74	0.54	0.41	24.2		4	
5		11.9											26.3		5	
6		12.5	16.2	0.09	2186	1684	15	1.46	5.5	69	0.33	0.25	101.7		6	
7		12.7											9.7		7	
8		13.8	16.8	0.10	1813	1393	13	1.39	5.6	72	0.33	0.25	0.0		8	
9		13.2											0.0		9	
10		13.0											0.0		10	
11		13.6	21.4	0.09	2200	1712	15	1.47	5.3	68	0.30	0.23	82.5		11	
12		14.1											105.3		12	
13		14.0	12.3	0.18	1344	1047	10	1.34	6.0	74	0.23	0.18	28.9		13	
14		14.4											5.3		14	
15		15.8	12.8	0.11	1442	1112	12	1.20	5.8	83	0.30	0.23	24.2		15	
16		15.4											24.8		16	
17		14.6											0.0		17	
18		15.2	10.1	0.16	1625	1279	11	1.48	4.8	68	0.30	0.23	26.2		18	
19		15.8											7.2		19	
20		16.1	17.9	0.10	1816	1444	13	1.40	5.4	72	0.21	0.17	105.8		20	
21		16.3											27.1		21	
22		17.1	11.3	0.16	1334	1049	10	1.33	5.7	75	0.28	0.22	0.0		22	
23		16.9											0.0		23	
24		16.3											0.0		24	
25		17.1	18.4	0.11	1656	1313	13	1.27	4.7	79	0.22	0.17	0.0		25	
26		16.9											0.0		26	
27		17.1	16.7	0.12	1878	1477	13	1.44	4.5	69	0.28	0.22	0.0		27	
28		16.9											0.0		28	
29		18.5	18.9	0.10	2100	1675	12	1.75	4.3	57	0.33	0.26	0.0		29	
30		17.2											0.0		30	
31															31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	599.2	XXXX	TL	
ME	96	14.7	16.3	0.12	1828	1427	13	1.41	5.1	72	0.32	0.25	20.0	XXXX	ME	
MAX	XXXX	18.5	21.5	0.18	2302	1757	17	1.75	6.0	83	0.54	0.41	105.8	XXXX	MAX	
MIN	XXXX	11.1	10.1	0.08	1334	1047	10	1.20	4.3	57	0.21	0.17	XXXX	XXXX	MIN	

4833-5034
R4609 4/74

Final Effluent Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Plant No. 410049
Month June
Year 2018
Sampling Point Code 001

Superintendent's Signature _____
Brian Vander Meulen, Supt.

R 4610 4/74
4833-5468

D A Y P N S F	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	D A Y P N S F
	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	SU	mg/l	#/100ml	mg/l	mg/l	ng/l	
	80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	50060	71900	
1	3.9	49	95	3.4	43	94				3.2	7.5	9.8	240		0.024	*G	1
2																	2
3																	3
4	4.4	54	94	2.4	30	95				2.0	7.4	10.3	212		0.016		4
5																	5
6	4.9	56	94	4.2	48	94	0.58	6.68	47	4.0	7.6	10.6	168	0.04	0.038		6
7																	7
8	3.5	36	96	3.2	33	95				2.2	7.4	11.2	208		0.034		8
9																	9
10																	10
11	4.4	47	95	3.2	34	94				2.8	7.7	11.6	240		0.001		11
12																	12
13	4.1	42	96	3.4	35	95	0.57	5.85	48	3.2	7.6	9.7	240	0.03	0.002		13
14																	14
15	4.8	44	94	2.6	24	96				2.4	7.6	10.5	232		0.001		15
16																	16
17																	17
18	2.4	23	98	2.4	23	98				2.0	7.4	10.6	64		0.001		18
19																	19
20	4.2	37	96	2.2	20	97	0.72	6.43	58	2.0	7.5	9.6	232	0.07	0.001		20
21																	21
22	3.0	25	98	2.0	17	98				1.6	7.6	10.0	148		0.017		22
23																	23
24																	24
25	5.9	50	94	3.8	32	94				3.2	7.6	9.7	192		0.020		25
26																	26
27	3.8	32	97	3.6	30	96	0.86	7.24	49	1.6	7.3	9.5	228	0.03	0.008		27
28																	28
29	2.9	22	98	2.0	16	98				1.8	7.4	10.0	240		0.013		29
30																	30
31																	31
TL	XXXX	1197	XXXX	XXXX	886	XXXX	XXXX	196.4	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	4.0	40	96	3.0	30	96	0.68	6.55	51	2.5	7.5	10.2	194	0.04	0.014	XXXX	ME
WA	4.4	53	94	3.5	40	94	XXXX	XXXX	XXXX	3.1	7.6	9.7	237	0.07	0.029	XXXX	WA
MAX	5.9	56	98	4.2	48	98	0.86	7.24	58	4.0	7.7	11.6	240	0.07	0.038	XXXX	MAX
MIN	2.4	22	94	2.0	16	94	0.57	5.85	47	1.6	7.3	9.5	64	0.03	0.001	XXXX	MIN

Remarks: Fecal Coli for June 1,11,13,29 are actually "Greater Than"
Cl2 Residuals for June 11,15,18,20 are actually "Less Than"

Miscellaneous Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

R 4607 4/74
4833-6040

Plant No. 410049
Month June
Year 2018

Superintendent's Signature _____
Brian Vander Meulen, Supt.

D A Y P N S F	Grit	Aux Fuel	Power Consumption	Chemicals Applied		
		Nat. Gas		CL2	FeCl2	
	CF	CF	KWH	LBS	GAL	
		2	3			
1	1	0	1.6	5	25	
2	1	0	1.6	8	20	
3	1	0	1.6	4	20	
4	1	0	1.6	7	25	
5	1	0	1.6	8	25	
6	1	0	1.8	4	20	
7	1	0	1.6	6	15	
8	1	0	1.4	7	20	
9	1	0	1.4	6	20	
10	1	0	1.6	5	25	
11	1	0	1.6	3	20	
12	1	0	1.6	7	20	
13	1	0	1.6	5	20	
14	1	0	1.4	5	20	
15	1	0	1.4	10	20	
16	1	0	1.4	4	20	
17	1	0	1.6	6	25	
18	1	0	1.4	6	20	
19	1	0	1.4	6	20	
20	1	0	1.6	8	25	
21	1	0	1.6	8	20	
22	1	0	1.2	6	20	
23	1	0	1.4	6	30	
24	1	0	1.4	10	20	
25	1	1	1.4	7	20	
26	1	0	1.6	5	25	
27	1	0	1.4	8	25	
28	1	0	1.4	10	25	
29	1	0	1.4	10	25	
30	1	0	1.4	6	30	
31						
TL	30	1	45.0	196	665	0
ME	1	0	1.5	7	22	0
MAX	1	1	1.8	10	30	0
MIN	1	0	1.2	3	15	0

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	168	0	0	0
Shift Operator	1	1	186	0	0	0
Total	2	1	354	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	001 A
PERMIT NUMBER	DISCHARGE NUMBER

MINOR
(SUBR GG)
F-FINAL
001 MUN.WASTE H20--FLAT RIVER

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

MONITORING PERIOD						
YEAR	MO	DAY		YEAR	MO	DAY
2018	6	01	FROM	2018	6	30

*** NO DISCHARGE ☐ ***

NOTE: Read Instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
LOW, IN CONDUIT OR THRU TREATMENT PLANT	SAMPLE MEASUREMENT	1.20	1.55	(03)	*****	*****	*****		-	7/7	RECORD FLOW
0050 1 0 0	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	30	40	(26)	*****	3.0	3.5	(19)	0	3/7	24 HR COMP
SOLIDS, TOTAL SUSPENDED	PERMIT REQUIREMENT	360	530	lbs/day	*****	30	45			WEEKDAYS	24 HR COMP
00530 B 0 0	SAMPLE MEASUREMENT	40	53	(26)	*****	4.0	4.4	(19)	0	3/7	24 HR COMP
PRIOR TO DISINFECT	PERMIT REQUIREMENT	MONTHLY AVG	7 DAY AVG	lbs/day	*****	MONTHLY AVG	7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
30D, CARBONACEOUS	SAMPLE MEASUREMENT	300	470	lbs/day	*****	25	40			WEEKDAYS	24 HR COMP
05 DAY, 20C	PERMIT REQUIREMENT	MONTHLY AVG	7 DAY AVG	lbs/day	*****	MONTHLY AVG	7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
0082 B 0 0	SAMPLE MEASUREMENT	*****	*****		*****	*****	0.07	(19)	0	1/7	24 HR COMP
PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	*****	****	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N)	SAMPLE MEASUREMENT	6.5	7.24	(26)	*****	0.68	0.86	(19)	0	1/7	24 HR COMP
00610 B 1 0	PERMIT REQUIREMENT	12	REPORT DAILY MAX	lbs/day	*****	1.0	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****	****	*****	*****	0.038	(19)	0	3/7	GRAB
PHOSPHORUS, TOTAL (AS P)	PERMIT REQUIREMENT	*****	*****	****	*****	*****	0.038			WEEKDAYS	GRAB
00665 B 0 0	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G		0	1/90	GRAB
PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		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		
		(616)	897-8135	2018	7	10
Brian Vander Meulen, Supt.		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR MO DAY
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.

Page 1 of 2

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

AME: LOWELL WWTP
 DDRESS: 301 EAST MAIN STREET
 LOWELL MI 49331

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

ACILITY: LOWELL WWTP
 OCATION: LOWELL MI 49331
 TTN: BRIAN VANDER MEULEN

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
2018	6	01	2018	6	30

*** NO DISCHARGE ☐ ***
 NOTE: Read instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
MERCURY, TOTAL 1900 X 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	0.000004	lbs/day	*****	*****	0.45	ng/L (19)	0	1/90	CALCTD
	PERMIT REQUIREMENT	*****	0.000036 12-Mo Rolling Avg		*****	*****	3.0 12-Mo Rolling Avg			QUARTERLY	CALCTD
COLIFORM, FECAL GENERAL 4055 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****	*****	*****	194	237	mg/L (23)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****		*****	200 MONTHLY AVG	400 7 DAY AVG			DAILY	GRAB
BOD, 5-DAY PERCENT REMOVAL 1010 K 0 0 PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	96	*****	94	PER-CENT	0	1/30	CALCTD
	PERMIT REQUIREMENT	*****	*****		85 MIN % REMOVAL	*****	Minimum Daily % Removal			ONCE/MON	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL 1011 K 0 0 PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	96	*****	94	PER-CENT	0	1/30	CALCTD
	PERMIT REQUIREMENT	*****	*****		85 MIN % REMOVAL	*****	Minimum Daily % Removal			ONCE/MON	CALCTD
PH 10400 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****	*****	7.3	*****	7.7	S.U. (19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****		6.5 DAILY MINIMUM	*****	9.0 DAILY MAX			WEEKDAYS	GRAB
OXYGEN, DISSOLVED (DO) 10300 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****	*****	9.5	*****	*****	mg/L	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****		3.0 DAILY MINIMUM	*****	*****			WEEKDAYS	GRAB
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER Brian Vander Meulen, Supt. TYPED OR PRINTED	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	PHONE NUMBER		DATE		
		(616)	897-8135	2018	7	10
	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA CODE	NUMBER	YEAR	MO	DAY

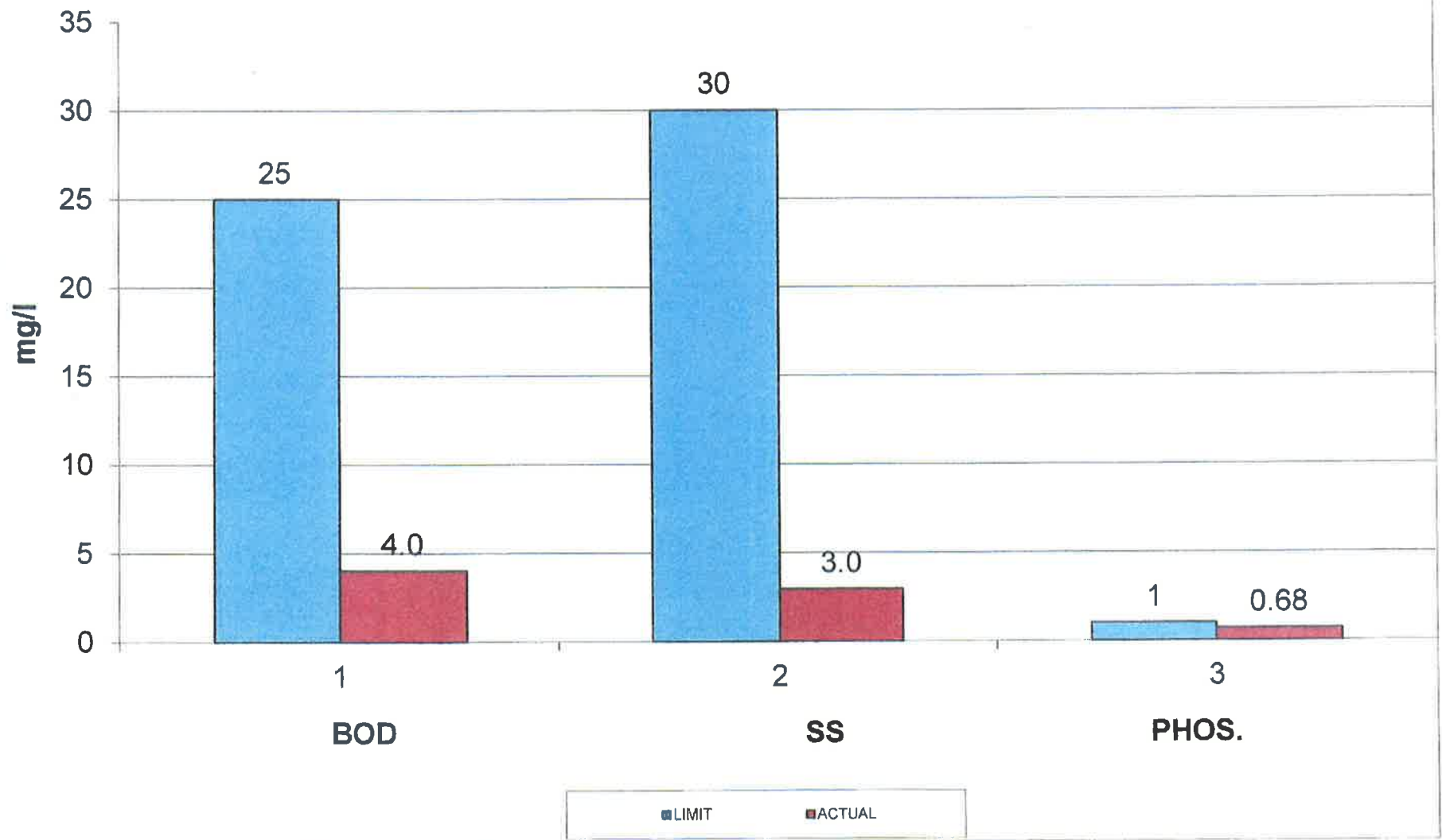
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P= AFTER DISINFECTION

Appendix B



EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW

