



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

CITY OF LOWELL  
CITY COUNCIL AGENDA

MONDAY, SEPTEMBER 17, 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 minutes of the September 4, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$1,937,288.04

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS

- a. None

5. NEW BUSINESS

- a. Fairgrounds Feasibility Study
- b. Water and Sewer Authority
- c. Resolution 27-18 – Designation of September 21, 2018 as “Prisoner of War/Missing in Action Recognition Day”

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER’S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

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



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## MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, September 17, 2018

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

2. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the Regular minutes of the September 4, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$1,937,288.04

3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS

- a. None

5. NEW BUSINESS

- a. Fairgrounds Feasibility Study. Memo is provided by City Manager Mike Burns.

Recommended Motion: That the Lowell City Council grant permission for the Downtown Development Authority to conduct a feasibility study of the future use of the city owned Recreation Park.

- b. Water and Sewer Authority. Memo is provided by City Manager Mike Burns.

There is no recommended motion: I am gauging the City Council to see if there is interest in exploring this option and would entertain further discussion on this matter.

- c. Resolution 27-18 – Designation of September 21, 2018 as “Prisoner of War/Missing in Action Recognition Day”.

Recommended Motion: That the City Council adopt Resolution 27-18 proclaiming Friday, September 21, 2018 as Prisoner of War/Missing in Action Recognition Day.

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

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
TUESDAY, SEPTEMBER 4, 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 Councilmember Greg Canfield and City Clerk Sue Ullery called roll.

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

Absent: Mayor Devore.

Also Present: City Manager Michael Burns, City Clerk Sue Ullery, DPW Director Rich LaBombard, L&P Steve Donkersloot, and Police Chief Steve Bukala.

**2. EXCUSE ABSENCES.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to excuse the absence of Mayor Mike Devore.

YES: 4.                      NO: 0.                      ABSENT: Mayor DeVore.                      MOTION CARRIED.

**3. APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the regular minutes and the closed minutes of the August 20, 2018 City Council meeting as amended.
- Authorize payment of invoices in the amount of \$99,932.59.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve the consent agenda as amended adding: Fiscal Year 2018 Audit as item e. under New Business.

YES: Councilmember Canfield, Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers.

NO: None.                      ABSENT: Mayor DeVore.                      MOTION CARRIED.

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

Josh & Laura Webb who reside at 125 S. Grove stated they are in favor of the help yourself garden but are concerned with the location of the garden which has increased traffic and strangers and are concerned about the safety of their children.

Heather Dilly who resides at 1773 Woodrun Ct. in Vergennes Township stated she believes there are many solutions to resolve the help yourself garden situation.

Liu & Chelsea Parker who reside at 903 N Monroe stated that they are in favor of the help yourself garden.

Kevin Vezino who resides at 889 Flat River in Vergennes stated he is in favor of the help yourself garden.

Rachel Osborne who resides at 1012 E. Main stated she is in favor of the help yourself garden. Rachel read a letter from Shelli Otten, the principle at Cherry Creek Elementary, telling Rachel that she has seen a change in her daughter's behavior and how she is showing leadership and believes it is because of the participation (with her Girl Scout Troup) in the help yourself garden experience.

Nicole Rinks who owns a business at 318 E. Main stated that she is in favor of the help yourself garden.

Jessica Miles who resides at 3466 Firefly Lane stated she is in favor of the help yourself garden.

Cathy Henry who resides at 1800 W. Main Street Lot 15 stated she is in favor of the help yourself garden.

Brianna Furlong who resides at 610 E. Main Street stated that she is in favor of the help yourself garden.

Liz Sparks who resides at 2575 Donna Drive stated that she is in favor of the help yourself garden.

Roger Gillespie who resides at 612 N. Hudson stated that he and his wife love the new surface on Hudson street, but they are very concerned about the speeding of cars on Hudson Street and would like something to be done.

Perry Beachum who resides at 924 Riverside stated he would like Councils' endorsement to take on a project to put a fence along the back section of the cemetery on the northwest side where the compost pile is.

Tom Rhoades who resides at 906 E. Main and is the host of the help yourself garden stated he feels the City Ordinance says it supports such a garden and he just wants to produce free food for the community.

Laura Rhoades who also resides at 906 E. Main and hosts the help yourself garden stated she feels the City Code of Ordinances allows this garden to be exactly where it is and has community support.

Kristen Ryder who resides at 716 N. Monroe stated she is all for a help yourself garden but suggests having it located in a place for everyone to be able to participate.

City Clerk Sue Ullery read a letter from Kerri Brocker who is in favor of the help yourself garden.

5. **OLD BUSINESS.**

a. Water and Sewer Operator Agreement.

City Manager Michael Burns stated on Friday, August 31, Jeff Vansetters left the City of Lowell as the Water and Sewer Distribution Supervisor. DEQ requires the City to have an operator in charge of the distribution system and that individual has to have a current S2 license or higher. At this time, we have no employees with an S2 license. Burns was able to secure S2 licensed, Dan Sorek with Prein & Newhoff, to assist us during this interim time and be our operator in charge.

IT WAS MOVED BY CHAMBERS and seconded by PHILLIPS to approve Dan Sorek with Prein & Newhoff to be the City of Lowell's operator in charge of the water distribution system for the interim period.

YES: 4.

NO: None.

ABSENT: Mayor DeVore.

MOTION CARRIED.

6. **NEW BUSINESS.**

a. **Larkins Chili Cook off.**

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve the request for Larkin's Restaurant to close Broadway Street from south of the Post Office to Main Street on October 13, 2018, from 7 a.m. to 7 p.m. for their 17<sup>th</sup> Chili Cook off.

YES: 4.            NO: None.            ABSENT: Mayor DeVore.            MOTION CARRIED.

b. **LCTV Distribution.**

City Manager Mike Burns stated at the request of the LCTV Fund Advisory Committee you have committed to giving them prior notice of the amount that will be available for distribution and he recommends that you make all of the spendable balance fund available to the committee so that you can receive their recommendations for the 2018-19 fiscal year.

IT WAS MOVED BY PHILLIPS and seconded by CHAMBERS to authorize all of the spendable balance of the LCTV Fund for the 2018-19 fiscal year to be available for recommendations from the LCTV Fund advisory committee.

YES: 4.            NO:            None.            ABSENT: Mayor DeVore.            MOTION CARRIED.

c. **LL&P MERS Hybrid Adoption Agreement.**

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve the MERS Hybrid Adoption Agreement retroactive to September 1, 2012.

YES: 4.            NO:            None.            ABSENT: Mayor DeVore.            MOTION CARRIED.

d. **Regulator Station Pipeline Easement for Consumers Energy.**

Steve Donkersloot with Lowell Light & Power stated that enclosed in your packet is the final proposed easement with Consumers Energy (CE) for a natural gas pipeline that allows for the connection of the regular station to the natural gas pipelines CE will be installing under Riverside Drive and N. Broadway Street.

IT WAS MOVED BY PHILLIPS and seconded by CHAMBERS to approve the easement with Consumers Energy for a natural gas pipeline to connect the regulator station to their natural gas Pipelines on Riverside Dr. and N. Broadway St.

YES: 4.            NO:            None.            ABSENT: Mayor DeVore.            MOTION CARRIED.

e. **Fiscal Year 2018 Audit.**

City Manager Michael Burns stated our annual financial audit, which is required by law, will be conducted later this fall. Vredevelde Haefner has done the City's audit for many years. The cost for their services is \$12,200 and is budgeted in the current fiscal year budget.

IT WAS MOVED BY PHILLIPS and seconded by CHAMBERS to approve for Vredevelde Haefner to conduct our Fiscal Year 2018 audit for a cost not to exceed \$12,200.

YES: 4. NO: None. ABSENT: Mayor DeVore. MOTION CARRIED.

7. **BOARD/COMMISSION REPORTS.**

Councilmember Chambers stated the Pink Arrow game was a lot of fun and a great community gathering and hopefully we will win next year.

8. **MANAGER'S REPORT.**

City Manager Mike Burns reported he has been intently working on securing an interim operator for Department of Public Works Water Distribution Department, so that has taken all of his time this past few weeks. Also Burns stated The Pink Arrow game was a good event and had a great turnout.

9. **APPOINTMENTS.**

None.

10. **COUNCIL COMMENTS.**

None.

11. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to ADJORN AT 7:55.  
YES: 4. NO: None. ABSENT: Mayor DeVore. MOTION CARRIED.

DATE:

APPROVED:

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Mike DeVore, Mayor

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Susan Ullery, City Clerk

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EXP CHECK RUN DATES 08/31/2018 - 09/14/2018  
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Vendor Code	Vendor Name	Description	Amount
	Invoice		
01513	ADDORIO TECHNOLOGIES, LLC		
	7701	PROFESSIONAL SERVICES	160.00
	7705	PROFESSIONAL SERVICES	440.00
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC			600.00
10731	APPLIED IMAGING		
	1196961	COPY MACHINE CONTRACT	349.51
TOTAL FOR: APPLIED IMAGING			349.51
10302	BC PIZZA		
	9/6/2018	DDA MEETING 9/6/18	83.93
TOTAL FOR: BC PIZZA			83.93
00050	BERNARDS ACE HARDWARE		
	AUG 2018	STATEMENT OF ACCOUNT	224.67
TOTAL FOR: BERNARDS ACE HARDWARE			224.67
10483	BOURGETTE, BOB		
	9/13/2018	AIRPORT MOWER BELT & OIL	25.83
TOTAL FOR: BOURGETTE, BOB			25.83
10738	BROWN, AMY		
	9/13/2018	MILEAGE TO BS&A UB CLASS	61.37
TOTAL FOR: BROWN, AMY			61.37
00084	CANFIELD PLUMBING & HEATING IN		
	I70153	LIBRARY R & M	88.00
TOTAL FOR: CANFIELD PLUMBING & HEATING IN			88.00
10493	COMCAST CABLE		
	9/18 - 10/17	CITY HALL CABLE	149.85
	9/8 - 10/7	CABLE STATEMENT	129.85
TOTAL FOR: COMCAST CABLE			279.70
10509	CONSUMERS ENERGY		
	AUG 2018	AIRPPORT ENERGY STMT	24.51
TOTAL FOR: CONSUMERS ENERGY			24.51
01156	CURTIS CLEANERS		
	AUG 2018	ACCOUNT STATEMENT - LPD	393.75
TOTAL FOR: CURTIS CLEANERS			393.75
02035	DIGITAL OFFICE MACHINES, INC.		
	18128	POLICE COPY MACHINE	34.40
	18129	DPW COPY MACHINE	89.82
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.			124.22
10297	EJ USA, INC.		
	110180071901	WATER DEPT CAPITAL OUTLAY	3,098.80
TOTAL FOR: EJ USA, INC.			3,098.80
10713	ENGINEERED PROTECTION SYSTEMS INC		
	1016635000	VIDEO SERVICE AGREEMENT- WTP	225.00
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC			225.00



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Vendor Code	Vendor Name	Invoice	Description	Amount
00744	ETNA SUPPLY COMPANY	S102738235.001	WATER DEPT R & M	287.43
TOTAL FOR: ETNA SUPPLY COMPANY				287.43
10761	FANS IN THE STANDS	1012	DPW SHIRTS	346.00
TOTAL FOR: FANS IN THE STANDS				346.00
02218	FLEX ADMINISTRATORS, INC.	996082	AUGUST ADMIN FEES	23.50
TOTAL FOR: FLEX ADMINISTRATORS, INC.				23.50
10413	GR CENTRAL IRON & STEEL INC	102688	BROOM REPAIRS	552.00
TOTAL FOR: GR CENTRAL IRON & STEEL INC				552.00
00225	GRAND RAPIDS COMMUNITY COLLEGE	8/16 - 8/31/2018	TAX DISBURSEMENT	123,430.69
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE				123,430.69
10765	GRAND RAPIDS RUBBER PRODUCTS CO	0129044-IN	WATER DEPT R & M	322.88
TOTAL FOR: GRAND RAPIDS RUBBER PRODUCTS CO				322.88
10277	GRAYMONT CAPITAL INC.	117570	WTP QUICKLIME	6,629.00
TOTAL FOR: GRAYMONT CAPITAL INC.				6,629.00
10573	GREENMARK EQUIPMENT	AUG 2018	ACCOUNT STATEMENT	891.07
TOTAL FOR: GREENMARK EQUIPMENT				891.07
01508	GTW	165137	EQUIP FUND R & M	34.96
TOTAL FOR: GTW				34.96
REFUND TAX	HAYDEN JULIA & SALLY & HAYDEN	09/14/2018	2018 Sum Tax Refund 41-20-01-305-003	1.04
TOTAL FOR: HAYDEN JULIA & SALLY & HAYDEN				1.04
01893	HEARTHSTONE DESIGN STUDIO LLC	5862	AUG CONSULTING SERVICES - SHOWBOAT	656.25
TOTAL FOR: HEARTHSTONE DESIGN STUDIO LLC				656.25
10764	HENEVELD INDUSTRIAL GROUP	I2501818	WTP R & M	2,833.00
TOTAL FOR: HENEVELD INDUSTRIAL GROUP				2,833.00
REFUND UB	HERRICK, ANNA	09/14/2018	UB refund for account: 6-01680-22	11.25
TOTAL FOR: HERRICK, ANNA				11.25
00280	KAMMINGA & ROODVOETS, INC.	1180400B	WATER DEPT CURB/ELEC BOXES	600.00
TOTAL FOR: KAMMINGA & ROODVOETS, INC.				600.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
00005	KENDALL ELECTRIC INCORPORATED	S107182318.001	WTP SUPPLIES	78.86
TOTAL FOR: KENDALL ELECTRIC INCORPORATED				78.86
00291	KENT COUNTY ROAD COMMISSION	411062	KCYF ROAD BRINING	973.54
TOTAL FOR: KENT COUNTY ROAD COMMISSION				973.54
00300	KENT COUNTY TREASURER	8/16 - 8/31	TAX DISBURSEMENT - DELINQ	821.40
		8/16 - 8/31/18	TAX DISBURSEMENTS/TRAILER FEES	715,434.96
TOTAL FOR: KENT COUNTY TREASURER				716,256.36
00303	KENT DISTRICT LIBRARY	7/1 - 7/15/18	TAX DISBURSEMENTS	0.13
		8/16 - 8/31/18	TAX DISBURSEMENT	89.00
TOTAL FOR: KENT DISTRICT LIBRARY				89.13
00302	KENT INTERMEDIATE SCHOOL DIST.	8/16 - 8/31/18	TAX DISBURSEMENT	431,379.45
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.				431,379.45
02209	KERKSTRA PORTABLE, INC.	127583	CEMETERY PORTABLE RESTROOM	80.00
		128021	PORTABLE RESTROOM - REC PARK	210.00
TOTAL FOR: KERKSTRA PORTABLE, INC.				290.00
REFUND UB	KRIEGER, AMANDA	09/14/2018	UB refund for account: 7-00070-2	46.54
TOTAL FOR: KRIEGER, AMANDA				46.54
00805	LEE'S TRENCHING SERVICE, INC.	106831	CURB REPLACEMENT -1598 BOWES	2,200.00
		106844	HUDSON & M21 HYDRANT REPAIRS	1,891.80
TOTAL FOR: LEE'S TRENCHING SERVICE, INC.				4,091.80
02168	LITES PLUS, INC.	50142	INSTALLATION OF LED TUBES	775.00
TOTAL FOR: LITES PLUS, INC.				775.00
01374	LOWELL AREA HISTORICAL MUSEUM	8/16 - 8/31/18	TAX DISBURSEMENT	16,957.80
TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM				16,957.80
00562	LOWELL AREA SCHOOLS	8/16 -8/31/18	TAX DISBURSEMENT	581,230.59
TOTAL FOR: LOWELL AREA SCHOOLS				581,230.59
00330	LOWELL LEDGER	AUG 2018	ACCOUNT STATEMENT	400.07
TOTAL FOR: LOWELL LEDGER				400.07

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
00341	LOWELL LIGHT & POWER		
	3182	ACCESS POINT/ST LIGHT R & M	1,260.36
	AUG 2018	ELECTRIC STATEMENTS	19,381.21
TOTAL FOR: LOWELL LIGHT & POWER			20,641.57
10251	MAG PLUMBING SERVICE LLC		
	1024-928	BACKFLOW DEVICES R & M	1,642.68
	1024-929	27 BACKFLOW PREVENTION DEVICES	1,005.00
TOTAL FOR: MAG PLUMBING SERVICE LLC			2,647.68
REFUND UB	MAPLEWOOD SQ DEVELOPERS		
	09/14/2018	UB refund for account: 3-04022-9	192.76
TOTAL FOR: MAPLEWOOD SQ DEVELOPERS			192.76
10320	MEEKHOF TIRE		
	626417-08	SKIDSTEER TIRES	1,300.00
TOTAL FOR: MEEKHOF TIRE			1,300.00
10645	MERCANTILE BANK OF MICHIGAN		
	HSA DEPOSIT	HSA ACCT- GORDY LAUREN	110.00
TOTAL FOR: MERCANTILE BANK OF MICHIGAN			110.00
10552	MI-AWWA PAYMENT PROCESSING		
	200009051	CONFERENCE - BRIAN VANVEELEN	460.00
	200009052	CONFERENCE - RALPH BRECKEN	460.00
TOTAL FOR: MI-AWWA PAYMENT PROCESSING			920.00
00426	MODEL COVERALL SERVICE, INC.		
	AUG 2018	LIBRARY RUGS	289.26
TOTAL FOR: MODEL COVERALL SERVICE, INC.			289.26
01499	NAPA AUTO PARTS		
	AUG 2018	ACCOUNT STATEMENT	698.10
TOTAL FOR: NAPA AUTO PARTS			698.10
10356	NELSON, ERIC		
	9/6/18	AIRPORT MOWER GAS & SUPPLIES	44.96
TOTAL FOR: NELSON, ERIC			44.96
10330	NORTHSTAR MEDICAL EQUIPMENT		
	42601	HEARTSTART BATTERY	207.56
TOTAL FOR: NORTHSTAR MEDICAL EQUIPMENT			207.56
01270	PLUMMERS ENVIRONMENTAL SERVICE		
	1877563	JETTING 142 S CENTER	792.00
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE			792.00
00506	POSTMASTER		
	08/31/2018	POSTAGE FOR W/S BILLS MAILED	427.33
TOTAL FOR: POSTMASTER			427.33
00512	PREIN & NEWHOF, INC.		
	81838	STONEY LAKE WATER SAMPLES	660.00
TOTAL FOR: PREIN & NEWHOF, INC.			660.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
10130	RASHID, JEFFREY			
	AUGUST 2018		ASSESSING EXPENSES	46.33
	JUNE 2018		ASSESSING EXPENSES	46.33
	MAY 2018		ASSESSING EXPENSES	147.15
TOTAL FOR: RASHID, JEFFREY				239.81
10770	REED, DAVID			
	9/4/18		HDC GRANT 50% BRICK WORK 2017	3,150.00
TOTAL FOR: REED, DAVID				3,150.00
02539	RONDA AUTO CENTERS			
	AUG 2018		ACCOUNT STATEMENT	18.00
TOTAL FOR: RONDA AUTO CENTERS				18.00
10378	RUESINK, KATHIE			
	541079/541080		CLEANING SERVICES	540.00
TOTAL FOR: RUESINK, KATHIE				540.00
02575	SELF SERVE LUMBER			
	AUG 2018		ACCOUNT STATEMENT	217.51
TOTAL FOR: SELF SERVE LUMBER				217.51
10341	STATE OF MICHIGAN			
	555-523161		LIVE SCAN AUGUST 2018	798.00
TOTAL FOR: STATE OF MICHIGAN				798.00
10530	STRATEGIC ACCOUNTING & TAX SOLUTION			
	7783		ASSET MGMT ENTRIES FOR AUDIT	1,332.50
TOTAL FOR: STRATEGIC ACCOUNTING & TAX SOLUTION				1,332.50
02473	SUPERIOR ASPHALT, INC.			
	56977		STREET SUPPLIES	946.25
TOTAL FOR: SUPERIOR ASPHALT, INC.				946.25
10514	SUPPLYGEEKS			
	545565-0		OFFICE SUPPLIES	105.82
	547146-0		OFFICE SUPPLIES	67.88
	548798-0		OFFICE SUPPLIES	81.02
	553831-0		OFFICE SUPPLIES	215.98
TOTAL FOR: SUPPLYGEEKS				470.70
10543	TRACTOR SUPPLY CREDIT PLAN			
	AUG 2018		ACCOUNT STATEMENT	230.78
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN				230.78
10771	UNIVERSAL SIGN, INC			
	21281		WAYFINDING SIGN - SCOUT PARK	325.00
TOTAL FOR: UNIVERSAL SIGN, INC				325.00
02277	VERIZON WIRELESS			
	9813685262		ACCOUNT STATEMENT	40.01
TOTAL FOR: VERIZON WIRELESS				40.01

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
02203	VISA		
	AUG 2018	ACCOUNT STATEMENT	4,024.26
TOTAL FOR: VISA			4,024.26
10389	VREDEVELD HAEFNER LLC		
	4199	PROFESSIONAL SERVICES - CAPITAL ASSETS	797.50
TOTAL FOR: VREDEVELD HAEFNER LLC			797.50
10715	WEST MI LOCAL GOVT MGMT ASSOC		
	9/30/2018	MEMBERSHIP 2018-2019 MIKE BURNS	125.00
TOTAL FOR: WEST MI LOCAL GOVT MGMT ASSOC			125.00
00692	WILLIAMS & WORKS INC.		
	85923	ENGINEERING CONSULTING	117.00
TOTAL FOR: WILLIAMS & WORKS INC.			117.00
02205	WINZER CORPORATION		
	6196655	EQUIP SUPPLIES	181.33
TOTAL FOR: WINZER CORPORATION			181.33
REFUND UB	WOOD, RUTH		
	09/14/2018	UB refund for account: 6-02081-2	35.67
TOTAL FOR: WOOD, RUTH			35.67
TOTAL - ALL VENDORS			1,937,288.04

User: LORI

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DB: Lowell

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-084.015	DUE FROM FIRE AUTHORITY	COMCAST CABLE	CABLE STATEMENT	18.55	71764
101-000-085.000	DUE FROM LIGHT & POWER	COMCAST CABLE	CABLE STATEMENT	18.55	71764
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TAX DISBURSEMENTS/TRAILER	77.00	71786
101-000-222.001	DUE CO-DELINQ PERS PROP T	KENT COUNTY TREASURER	TAX DISBURSEMENT - DELINQ	370.28	71787
101-000-223.001	DUE LIB-DELINQ PERS PROP	KENT DISTRICT LIBRARY	TAX DISBURSEMENTS	0.12	71788
101-000-223.001	DUE LIB-DELINQ PERS PROP	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	82.53	71788
101-000-225.000	DUE TO SET -TRAILER FEES	KENT COUNTY TREASURER	TAX DISBURSEMENTS/TRAILER	308.00	71786
101-000-228.009	DUE TO STATE-DELINQ S.E.T	KENT COUNTY TREASURER	TAX DISBURSEMENT - DELINQ	360.65	71787
101-000-231.004	HSA PLAN	MERCANTILE BANK OF MICHIG	HSA ACCT- GORDY LAUREN	110.00	71755
101-000-235.001	DUE TO COM COLLEGE-DELINQ	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	106.93	71774
101-000-236.001	DUE TO LOWELL HISTORICAL	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	14.56	71794
101-000-274.000	UNDISTRIBUTED DELINQUENT	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	14.21	71774
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT COUNTY TREASURER	TAX DISBURSEMENT - DELINQ	90.47	71787
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT DISTRICT LIBRARY	TAX DISBURSEMENTS	0.01	71788
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	6.47	71788
101-000-274.000	UNDISTRIBUTED DELINQUENT	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	1.93	71794
Total For Dept 000				1,580.26	
Dept 172 MANAGER					
101-172-955.000	MISCELLANEOUS EXPENSE	WEST MI LOCAL GOVT MGMT A	MEMBERSHIP 2018-2019 MIKE	125.00	71823
Total For Dept 172 MANAGE				125.00	
Dept 191 ELECTIONS					
101-191-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	39.24	71796
Total For Dept 191 ELECTI				39.24	
Dept 209 ASSESSOR					
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	ASSESSING EXPENSES	147.15	71809
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	ASSESSING EXPENSES	46.33	71809
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	ASSESSING EXPENSES	46.33	71809
Total For Dept 209 ASSESS				239.81	
Dept 215 CLERK					
101-215-730.000	POSTAGE	VISA	ACCOUNT STATEMENT	1,713.15	71820
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	360.83	71796
Total For Dept 215 CLERK				2,073.98	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	STRATEGIC ACCOUNTING & TA	ASSET MGMT ENTRIES FOR AU	1,332.50	71814
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	AUGUST ADMIN FEES	23.50	71772
101-253-801.000	PROFESSIONAL SERVICES	VREDEVELD HAEFNER LLC	PROFESSIONAL SERVICES - C	797.50	71822
101-253-955.000	MISCELLANEOUS EXPENSE	NAPA AUTO PARTS	ACCOUNT STATEMENT	21.36	71804
Total For Dept 253 TREASU				2,174.86	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	120.52	71816
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	67.88	71816
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	105.82	71816
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	81.02	71816
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	390.00	71811
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	ACCESS POINT/ST LIGHT R &	404.32	71797
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	CABLE STATEMENT	18.55	71764
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	CITY HALL CABLE	149.85	71764
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	3,102.34	71797
101-265-975.000	BUILDING IMPROVEMENTS	VISA	ACCOUNT STATEMENT	295.95	71820
Total For Dept 265 CITY H				4,736.25	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	29.94	71760
101-276-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	1.30	71816
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	CEMETERY PORTABLE RESTROO	80.00	71790

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Fund 101 GENERAL FUND					
Dept 276 CEMETERY					
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	59.41	71797
Total For Dept 276 CEMETE				170.65	
Dept 301 POLICE DEPARTMENT					
101-301-624.000	SALVAGE INSPECTION FEES	VISA	ACCOUNT STATEMENT	127.19	71820
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCAN AUGUST 2018	798.00	71813
101-301-727.000	OFFICE SUPPLIES	VISA	ACCOUNT STATEMENT	48.99	71820
101-301-744.000	UNIFORMS	CURTIS CLEANERS	ACCOUNT STATEMENT - LPD	393.75	71766
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	ACCESS POINT/ST LIGHT R &	104.51	71797
101-301-850.000	COMMUNICATIONS	COMCAST CABLE	CABLE STATEMENT	18.55	71764
101-301-984.000	EQUIPMENT	VISA	ACCOUNT STATEMENT	79.99	71820
Total For Dept 301 POLICE				1,570.98	
Dept 336 FIRE					
101-336-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	15.99	71760
Total For Dept 336 FIRE				15.99	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	KENT COUNTY ROAD COMMISSI	KCYF ROAD BRINING	486.77	71785
101-441-740.000	OPERATING SUPPLIES	NORTHSTAR MEDICAL EQUIPME	HEARTSTART BATTERY	207.56	71806
101-441-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	107.41	71812
101-441-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	9.10	71816
101-441-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	67.94	71820
101-441-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	ACCESS POINT/ST LIGHT R &	30.20	71797
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	CABLE STATEMENT	18.55	71764
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	383.97	71797
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,151.15	71797
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ACCESS POINT/ST LIGHT R &	99.72	71797
101-441-930.000	REPAIR & MAINTENANCE	LITES PLUS, INC.	INSTALLATION OF LED TUBES	775.00	71793
101-441-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	9.99	71817
Total For Dept 441 DEPART				3,347.36	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	121.66	71797
Total For Dept 747 CHAMBE				121.66	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	25.98	71760
101-751-740.000	OPERATING SUPPLIES	KENT COUNTY ROAD COMMISSI	KCYF ROAD BRINING	486.77	71785
101-751-740.000	OPERATING SUPPLIES	PREIN & NEWHOF, INC.	STONEY LAKE WATER SAMPLES	660.00	71808
101-751-740.000	OPERATING SUPPLIES	UNIVERSAL SIGN, INC	WAYFINDING SIGN - SCOUT P	325.00	71818
101-751-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	20.73	71820
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM - REC P	210.00	71790
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	798.72	71797
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	30.46	71760
Total For Dept 751 PARKS				2,557.66	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	51.17	71797
Total For Dept 757 SHOWBO				51.17	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	85.06	71816
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	150.00	71811
101-790-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	ACCESS POINT/ST LIGHT R &	125.49	71797
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,421.08	71797
101-790-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	LIBRARY R & M	88.00	71763
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	LIBRARY RUGS	289.26	71803
Total For Dept 790 LIBRAR				2,158.89	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	SELF SERVE LUMBER	ACCOUNT STATEMENT	18.54	71812

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Fund 101 GENERAL FUND					
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	369.57	71797
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	16,941.31	71794
Total For Dept 804 MUSEUM				17,329.42	
Total For Fund 101 GENERA				38,293.18	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	34.25	71817
202-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	473.13	71815
Total For Dept 463 MAINT				507.38	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	9.28	71817
Total For Dept 474 TRAFFI				9.28	
Total For Fund 202 MAJOR				516.66	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	9.98	71760
203-463-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	6.40	71812
203-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	34.25	71817
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	473.12	71815
Total For Dept 463 MAINT				523.75	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	9.28	71817
Total For Dept 474 TRAFFI				9.28	
Total For Fund 203 LOCAL				533.03	
Fund 238 HISTORICAL DISTRICT FUND					
Dept 000					
238-000-880.000	COMMUNITY PROMOTION	REED, DAVID	HDC GRANT 50% BRICK WORK	3,150.00	71756
Total For Dept 000				3,150.00	
Total For Fund 238 HISTOR				3,150.00	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	29.97	71760
248-463-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	26.22	71812
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	561.69	71797
248-463-930.000	REPAIR & MAINTENANCE	LOWELL LIGHT & POWER	ACCESS POINT/ST LIGHT R &	182.54	71797
248-463-930.000	REPAIR & MAINTENANCE	VISA	ACCOUNT STATEMENT	477.00	71820
Total For Dept 463 MAINT				1,277.42	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	BC PIZZA	DDA MEETING 9/6/18	83.93	71757
Total For Dept 740 COMMUN				83.93	
Total For Fund 248 DOWNT				1,361.35	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-740.000	OPERATING SUPPLIES	HEARTHSTONE DESIGN STUDIO	AUG CONSULTING SERVICES -	656.25	71780
Total For Dept 751 PARKS				656.25	
Total For Fund 260 DESIGN				656.25	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	NELSON, ERIC	AIRPORT MOWER GAS & SUPPL	44.96	71805
581-000-740.000	OPERATING SUPPLIES	BOURGETTE, BOB	AIRPORT MOWER BELT & OIL	25.83	71761
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	AIRPPORT ENERGY STMT	24.51	71765
Total For Dept 000				95.30	



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Fund 581 AIRPORT FUND					
		Total For Fund 581 AIRPOR		95.30	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,523.30	71797
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ACCESS POINT/ST LIGHT R &	159.11	71797
590-000-043.000	DUE FROM EARTH TECH	COMCAST CABLE	CABLE STATEMENT	18.55	71764
590-000-276.000	Sewer Inside 5/8"	HERRICK, ANNA	UB refund for account: 6-	7.55	71782
590-000-276.000	Sewer Inside 5/8"	KRIEGER, AMANDA	UB refund for account: 7-	25.35	71791
590-000-276.000	Sewer Inside 5/8"	MAPLEWOOD SQ DEVELOPERS	UB refund for account: 3-	27.13	71800
		Total For Dept 000		4,760.99	
Dept 551 COLLECTION					
590-551-744.000	UNIFORMS	FANS IN THE STANDS	DPW SHIRTS	78.00	71771
590-551-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	20.00	71819
590-551-930.000	REPAIR & MAINTENANCE	VISA	ACCOUNT STATEMENT	40.86	71820
590-551-930.000	REPAIR & MAINTENANCE	GRAND RAPIDS RUBBER PRODU	WATER DEPT R & M	322.88	71775
590-551-930.000	REPAIR & MAINTENANCE	PLUMMERS ENVIRONMENTAL SE	JETTING 142 S CENTER	792.00	71807
590-551-970.000	CAPITAL OUTLAY	EJ USA, INC.	WATER DEPT CAPITAL OUTLAY	3,098.80	71768
		Total For Dept 551 COLLEC		4,352.54	
Dept 552 CUSTOMER ACCOUNTS					
590-552-730.000	POSTAGE	POSTMASTER	POSTAGE FOR W/S BILLS MAI	213.67	71754
590-552-860.000	TRAVEL EXPENSES	BROWN, AMY	MILEAGE TO BS&A UB CLASS	30.68	71762
		Total For Dept 552 CUSTOM		244.35	
		Total For Fund 590 WASTEW		9,357.88	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water Inside 5/8"	HERRICK, ANNA	UB refund for account: 6-	3.70	71782
591-000-276.000	Water Inside 5/8"	KRIEGER, AMANDA	UB refund for account: 7-	21.19	71791
591-000-276.000	Water	MAPLEWOOD SQ DEVELOPERS	UB refund for account: 3-	165.63	71800
591-000-276.000	Water	WOOD, RUTH	UB refund for account: 6-	35.67	71826
		Total For Dept 000		226.19	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	77.36	71760
591-570-740.000	OPERATING SUPPLIES	KENDALL ELECTRIC INCORPOR	WTP SUPPLIES	78.86	71784
591-570-743.000	CHEMICALS	GRAYMONT CAPITAL INC.	WTP QUICKLIME	6,629.00	71776
591-570-802.000	CONTRACTUAL	ENGINEERED PROTECTION SYS	VIDEO SERVICE AGREEMENT-	225.00	71769
591-570-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	ACCESS POINT/ST LIGHT R &	154.47	71797
591-570-850.000	COMMUNICATIONS	COMCAST CABLE	CABLE STATEMENT	18.55	71764
591-570-864.000	CONFERENCES & CONVENTIONS	MI-AWWA PAYMENT PROCESSIN	CONFERENCE - BRIAN VANVEE	460.00	71802
591-570-864.000	CONFERENCES & CONVENTIONS	MI-AWWA PAYMENT PROCESSIN	CONFERENCE - RALPH BRECKE	460.00	71802
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,950.69	71797
591-570-930.000	REPAIR & MAINTENANCE	HENEVELD INDUSTRIAL GROUP	WTP R & M	2,833.00	71781
		Total For Dept 570 TREATM		15,886.93	
Dept 571 DISTRIBUTION					
591-571-744.000	UNIFORMS	FANS IN THE STANDS	DPW SHIRTS	78.00	71771
591-571-801.000	CROSS CONNECTIONS	MAG PLUMBING SERVICE LLC	27 BACKFLOW PREVENTION DE	1,005.00	71799
591-571-801.000	CROSS CONNECTIONS	MAG PLUMBING SERVICE LLC	BACKFLOW DEVICES R & M	1,642.68	71799
591-571-802.000	CONTRACTUAL	KAMMINGA & ROODVOETS, INC	WATER DEPT CURB/ELEC BOXE	600.00	71783
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	20.01	71819
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,886.46	71797
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	4.99	71760
591-571-930.000	REPAIR & MAINTENANCE	ETNA SUPPLY COMPANY	WATER DEPT R & M	287.43	71770
591-571-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	CURB REPLACEMENT -1598 BO	2,200.00	71792
591-571-930.000	REPAIR & MAINTENANCE	VISA	ACCOUNT STATEMENT	20.13	71820
591-571-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	HUDSON & M21 HYDRANT REPA	1,891.80	71792

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Fund 591 WATER FUND					
Dept 571 DISTRIBUTION					
		Total For Dept 571 DISTRI		9,636.50	
Dept 572 CUSTOMER ACCOUNTS					
591-572-730.000	POSTAGE	POSTMASTER	POSTAGE FOR W/S BILLS MAI	213.66	71754
591-572-860.000	TRAVEL EXPENSES	BROWN, AMY	MILEAGE TO BS&A UB CLASS	30.69	71762
		Total For Dept 572 CUSTOM		244.35	
Dept 573 ADMINISTRATION					
591-573-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING CONSULTING	117.00	71824
		Total For Dept 573 ADMINI		117.00	
		Total For Fund 591 WATER		26,110.97	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	400.00	71820
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	440.00	71758
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	160.00	71758
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	DPW COPY MACHINE	89.82	71767
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	POLICE COPY MACHINE	34.40	71767
636-000-802.000	CONTRACTUAL	APPLIED IMAGING	COPY MACHINE CONTRACT	349.51	71759
		Total For Dept 000		1,473.73	
		Total For Fund 636 DATA P		1,473.73	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	58.94	71812
661-895-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	119.77	71817
661-895-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	528.35	71820
661-895-740.000	OPERATING SUPPLIES	WINZER CORPORATION	EQUIP SUPPLIES	181.33	71825
661-895-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	ACCOUNT STATEMENT	309.63	71804
661-895-744.000	UNIFORMS	FANS IN THE STANDS	DPW SHIRTS	190.00	71771
661-895-930.000	REPAIR & MAINTENANCE	GTW	EQUIP FUND R & M	34.96	71778
661-895-930.000	REPAIR & MAINTENANCE	MEEKHOF TIRE	SKIDSTEER TIRES	1,300.00	71801
661-895-930.000	REPAIR & MAINTENANCE	RONDA AUTO CENTERS	ACCOUNT STATEMENT	18.00	71810
661-895-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	13.96	71817
661-895-930.000	REPAIR & MAINTENANCE	VISA	ACCOUNT STATEMENT	203.98	71820
661-895-930.000	REPAIR & MAINTENANCE	GR CENTRAL IRON & STEEL I	BROOM REPAIRS	552.00	71773
661-895-930.000	REPAIR & MAINTENANCE	GREENMARK EQUIPMENT	ACCOUNT STATEMENT	891.07	71777
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	367.11	71804
		Total For Dept 895 FLEET		4,769.10	
		Total For Fund 661 EQUIPM		4,769.10	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENTS/TRAILER	297,528.43	71786
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	581,230.59	71795
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENTS/TRAILER	417,521.53	71786
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	431,379.45	71789
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	123,309.55	71774
703-000-275.000	DUE TO TAXPAYERS	HAYDEN JULIA & SALLY & HA	2018 Sum Tax Refund 41-20	1.04	71779
		Total For Dept 000		1,850,970.59	
		Total For Fund 703 CURREN		1,850,970.59	

09/14/2018 02:36 PM

User: LORI

DB: Lowell

## INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL

EXP CHECK RUN DATES 08/31/2018 - 09/14/2018

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 6/6

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

Fund 101	GENERAL FUND	38,293.18
Fund 202	MAJOR STREET FUN	516.66
Fund 203	LOCAL STREET FUN	533.03
Fund 238	HISTORICAL DISTR	3,150.00
Fund 248	DOWNTOWN DEVELOP	1,361.35
Fund 260	DESIGNATED CONTR	656.25
Fund 581	AIRPORT FUND	95.30
Fund 590	WASTEWATER FUND	9,357.88
Fund 591	WATER FUND	26,110.97
Fund 636	DATA PROCESSING	1,473.73
Fund 661	EQUIPMENT FUND	4,769.10
Fund 703	CURRENT TAX COLL	1,850,970.59

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1,937,288.04



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** September 13, 2018

**TO:** Mayor DeVore and the Lowell City Council

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

**RE:** Fairgrounds Feasibility Study

---

At the September 6, 2018 Downtown Development Authority meeting, the board approved budgeted funds for Williams and Works in the amount of \$13,500 to conduct a feasibility study of the future use of Recreation Park once the Kent County Youth Fair vacates to their new location.

We have requested Williams and Works to approach this study in phases. The first phase would be for background with City administration and other key representatives regarding the property. We would then begin a community outreach phase where we would hold a charrette to show different design and use options. We would then take the information from those engagements and utilize toward designing a plan. After this, we would finalize the plan and take steps to begin implementation once the KCYF leaves. I attached a copy of the approved proposal.

While the project is in the DDA district and they are a separate legal corporate, they have the ability to enter into their own agreements. Being that the City owns the property, I would like City Council's approval for the DDA to conduct the study.

**I recommend the City Council grant permission for the Downtown Development Authority to conduct a feasibility study of the future use of the city owned Recreation Park.**

# williams&works

engineers | surveyors | planners

September 5, 2018

Michael Burns, City Manager  
City of Lowell  
301 East Main Street  
Lowell, MI 49331

## **RE: Proposal for Planning & Preliminary Design Services for Recreation Park**

Dear Mr. Burns:

With the announcement that the Kent County Youth Fair will be moving away from the City of Lowell in the coming years, the question of what to do with Recreation Park ("the fairgrounds") has become a popular one in the Lowell community. Given its location at the intersection of the Flat and Grand Rivers, the City and its DDA have an opportunity to create a unique public space that can compliment the other facilities within the community. In order to lay the groundwork for the future of Recreation Park, the City wishes to develop a master plan generated through a community education and community input process.

Williams & Works is pleased to offer this proposal letter to provide planning and design services for Recreation Park. Similar to our assistance in guiding the City through the planning for the Riverwalk / Showboat, Downtown, and Five-Year Recreation planning efforts, we are proposing a hands-on, community input process that will provide the City with a well thought-out plan for the future of this facility. Following is our proposed Scope of Services for your review and comment. As always, we are open to refining and tailoring our approach to meet the City's needs.

### **Scope of Services**

We envision this process as a collaborative effort with the City that will result in a Recreation Park specific master plan that will be an extension of the City of Lowell Parks and Recreation Plan. The Recreation Park Master Plan will effectively serve as a solid foundation for a collective vision, future investments, and funding opportunities for strategically transforming and repurpose the former fairgrounds into a functioning city park. The option of enhancing public participation using a Design Charette process is offered for your consideration. *It should be noted that it may be necessary to amend the City's Parks and Recreation Plan in the future if it is determined that the existing plan does not properly*

*envision and address this park space. Williams & Works can assist the City with this assignment at a future date if necessary.*

#### **Phase 1: Background & Understanding.**

- **Kick-off Meeting.** The planning team will hold an in-person meeting with City representatives and stakeholders. At this time we will also conduct a site visit to the property to get a better feel for the property's connection to surrounding assets. This meeting and visit is when the collaborative process truly begins as the planning team and City representatives work hand-in-hand to develop a set of goals for the Community Engagement Event. This task will also be important in achieving an understanding of the work scope and the specific recreation and programming needs for the site.

*Deliverables: Community Engagement Event Goals*

#### **Phase 2: Engage & Collaborate.**

- **Engagement Strategy.** Based on goals outlined in the Project Kick-Off Meeting, the planning team will craft a strategy that will maximize feedback from the community. Our combined and diverse experience in community engagement serves as a valuable guide to developing materials and activities that will best suit the project. We offer two options for this task as follows:

- **Option 1 - Community Engagement Event.** The planning team will conduct a public engagement event in order to establish a community understanding of the project background, purpose, process, roles, and opportunities for community involvement. This event will use input boards and other methods to elicit public input on such topics as community values, amenities, and future visions. If possible, the event will be located in or near the park site during an existing community event.

*Deliverables: Community Engagement Event*

- **Option 2 - Community Engagement Design Charrette.** The planning and design team will conduct a public engagement design charrette in order to establish community understanding of the project background, purpose, process, roles, and opportunities for community involvement. This event will use hands-on drawing exercises and other methods to elicit public input on such topics as community values, amenities, and future visions. If possible, the charrette will be located in or near the park site during an existing community event.

*Deliverables: Community Engagement Charrette*

### Phase 3: Design & Write.

- **Option 1: Planning Process.** The planning team will synthesize public feedback and provide materials produced during the community engagement event in order to create a comprehensive park master plan. The deliverable will then be presented to City representatives and the public for consideration. Once this meeting is completed, the planning team will revise the plan based on comments received and prepare them for the final report. The planning team finds that this feedback loop is imperative to finding the best solutions for a community. During this time, the planning team will also drafting together an implementation strategy for park development.

*Deliverables: Planning Process Meeting, Summary of Input, Draft Park Plan*

- **Option 2: Design Charette Concept Process.** The planning and design team will synthesize public feedback and refine materials produced during the charrette in order to create a plan and cohesive set of graphic deliverables. These deliverables will then be presented to City representatives and the public for consideration. Once this meeting is completed, the planning and design team will revise the graphics based on comments received and prepare them for the final report and plan. The planning and design team finds that this feedback loop is imperative to finding the best solutions for a community. During this time, the planning and design team will also drafting together an implementation strategy for park development.

*This option would be used if the Design Charette option is selected in Phase 2.*

*Deliverables: Design Process Meeting, Design Alternatives*

### Phase 4: Report & Finalize.

- **Final Report.** The planning team will produce a final report describing findings from the community engagement and how community input has been reflected in the final plan or design. The report will be presented to City representatives and the general public at a regular or special meeting of the City Council.

*Deliverables: Final Design Meeting, Final Park Master Plan*

**Professional Fees.** Williams & Works proposes to serve the City of Lowell in the completion of this assignment on an hourly reimbursable basis with total fees as fixed below. These fees will include the costs of all direct labor, fringe benefits, out-of-pocket expenses, and overhead. We have budgeted for a total of four meetings with the City. We anticipate that the costs of advertising public meetings associated with the process will be the responsibility of the City. If necessary, additional meetings may be added at cost for time and materials.

**Total Fee for Park Master Plan (Option 1)..... \$10,000**  
***With Design Charrette (Option 2)..... \$13,500***

**Staffing.** Our project team for this assignment includes the following staff members:

- Andy Moore, AICP – Project Manager
- Nathan Mehmed, AICP – Project Planner
- Dave Austin, P.E. – Engineering Input
- Kim Nguyen – Graphics Support

Should the City decide to include the Design Charette options, Williams & Works proposes to team with the landscaping architects and design professionals at **Nederveld Inc.**, with whom we have recently teamed on several successful projects for other clients.

If this scope and proposal is acceptable to you, authorization to begin work can be given by signing in the box below, which would amend our existing Professional Services Agreement insofar as the terms of this proposal. We are grateful for the invitation to submit this proposal and look forward to working to continuing our relationship with the City of Lowell. Please let us know if we can provide any additional information; we are happy to discuss the scope further should you have any questions.

Sincerely,

**Williams & Works**

(via email)

Andy Moore, AICP  
Executive and Planning Group Lead

***Accepted for the City of Lowell***

Signed \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**



**DATE:** September 13, 2018

**TO:** Mayor DeVore and the Lowell City Council

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

**RE:** Water and Sewer Authority

---

As the Lowell area continues to grow due to the economic climate in West Michigan, this provides many changes to our community. As we know, both Lowell Township and Vergennes Township are growing at a rapid rate and will continue to grow. In addition, the City is seeing additional growth possibilities as we have seen business expansions and new housing projects. The City is nearly built out.

One of the looming issues we will need to explore is expansion of the water and wastewater plants in order to accommodate future demand. In addition, as more people move into the area there will continue to be a demand for greater capacity to the water and wastewater systems currently. Furthermore, the majority of growth in the Lowell area will be in the surrounding townships not the City.

Recently, I asked Mayor DeVore, Mayor Pro Tem Canfield, Lowell Township Supervisor Jerry Hale, and Vergennes Township Supervisor Tim Wittenbach to meet and discuss this topic. I suggested the idea of the City selling the Water and Wastewater Treatment Facilities to an authority, where all three communities enter into the authority, and have equal representation in both utilities. This would be similar to the North Kent Sewer Authority which covers the City of Rockford, Alpine, Cannon, Courtland and Plainfield Townships. During our discussion, I recognized that many aspects of this would need to be researched. Concern over future expansion, rate structure, operational issues all need to be explored. I also recognized this might not be something the townships may be interested in nor in reality may pursue. This being said, I believe it does not hurt to do further research on this topic.

When we met, the two township supervisors were at least open to exploring this further. In addition, they would present this idea to their township boards to see if there is interest in investigating further.

I am gauging the City Council to see if there is interest in exploring this option and would entertain further discussion on this matter.



# LOWELL CITY COUNCIL

## MEMORANDUM

**DATE:** September 14, 2018

**TO:** Mayor DeVore and the City Council

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

**RE:** Resolution 27-18 – Designation of September 21, 2018 as “Prisoner of War/Missing in Action Recognition Day”

---

The Michael J. Bost Chapter 18 of the Vietnam Veterans of America will observe Prisoner of War/Missing in Action Recognition Day on Friday, September 21, 2018. A brief ceremony will be held at 2:00 p.m. in the chapel of the Michigan Home for Veterans in Grand Rapids.

The attached resolution proclaiming Prisoner of War/Missing in Action Day will be presented by Mayor DeVore during the above mentioned ceremony.

**Recommended Motion:** That the Lowell City Council adopt Resolution 27-18 proclaiming Friday, September 21, 2018 as Prisoner of War/Missing in Action Recognition Day.

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 27 - 18**

**RESOLUTION TO PROVIDE FOR THE DESIGNATION OF  
SEPTEMBER 21, 2018, AS  
"PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY"**

Councilmember \_\_\_\_\_ supported by Councilmember \_\_\_\_\_ moved the adoption of the following resolution:

**WHEREAS**, the United States has fought in many wars, one of the longest was the Vietnamese Conflict; and,

**WHEREAS**, Friday, September 21, 2018 is a day of remembrance for those who suffered as prisoners of war or are still missing as a result of any conflict; and,

**WHEREAS**, although cooperation has increased within the past few years, there are still nearly 1700 American servicemen and civilians including 48 from the State of Michigan missing and unaccounted for in Indochina. The uncertainty surrounding their fates has caused their families to suffer great hardship; and,

**WHEREAS**, increasing public awareness and focusing public attention on this issue is one way to help achieve this goal;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Lowell, that **Friday, September 21, 2018** shall be designated as:

**"PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY"**

*We urge all of our citizens to take note of this important issue and remember those servicemen and civilians who were prisoners of war and those that are still missing and to commemorate the day with appropriate activities.*

YEAS: Councilmembers \_\_\_\_\_

NAYS: Councilmembers \_\_\_\_\_

ABSTAIN: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

Dated: September 17, 2018

\_\_\_\_\_  
Susan Ullery, City Clerk

**CERTIFICATION**

*I, the undersigned Clerk of the City of Lowell, Michigan (the "City"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City at a regular meeting held on September 17, 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.*

\_\_\_\_\_  
Susan Ullery, City Clerk

Dated: September 17, 2018

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

<b>Complaint Book Total</b>	<b>189</b>	<b>351</b>	<b>540</b>	<b>718</b>	<b>922</b>	<b>1100</b>	<b>1299</b>	<b>1517</b>					
<b>Activity</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Year Total</b>
<b>Total Arrests</b>	<b>32</b>	<b>30</b>	<b>36</b>	<b>13</b>	<b>37</b>	<b>23</b>	<b>32</b>	<b>30</b>					<b>233</b>
<b>Alcohol (MIP/Open Intox)</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>1</b>					<b>10</b>
<b>Drug Law Violations</b>	<b>8</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>3</b>	<b>2</b>					<b>26</b>
<b>Drunk Driving</b>	<b>2</b>	<b>5</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>					<b>17</b>
<b>Suspended License</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>6</b>	<b>5</b>					<b>25</b>
<b>Warrant Arrest</b>	<b>7</b>	<b>17</b>	<b>22</b>	<b>6</b>	<b>20</b>	<b>10</b>	<b>11</b>	<b>9</b>					<b>102</b>
<b>Other Arrests</b>	<b>12</b>	<b>4</b>	<b>6</b>	<b>1</b>	<b>8</b>	<b>4</b>	<b>8</b>	<b>10</b>					<b>53</b>
<b>Assault</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>2</b>					<b>14</b>
<b>Assault (Civil/Verbal)</b>	<b>6</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>1</b>					<b>29</b>
<b>Assault (Domestic)</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>2</b>					<b>20</b>
<b>Assist from Other Agency</b>	<b>8</b>	<b>4</b>	<b>12</b>	<b>11</b>	<b>11</b>	<b>6</b>	<b>8</b>	<b>5</b>					<b>65</b>
<b>Assist to Other Agency</b>	<b>13</b>	<b>18</b>	<b>8</b>	<b>15</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>16</b>					<b>110</b>
<b>Assist to Citizen</b>	<b>28</b>	<b>44</b>	<b>45</b>	<b>60</b>	<b>48</b>	<b>29</b>	<b>38</b>	<b>46</b>					<b>338</b>
<b>Breaking &amp; Entering</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>					<b>2</b>
<b>Disorderly Conduct</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>4</b>	<b>5</b>	<b>1</b>	<b>6</b>	<b>3</b>					<b>25</b>
<b>Dog/Animal</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>0</b>					<b>14</b>
<b>Larceny</b>	<b>9</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>9</b>	<b>13</b>	<b>6</b>	<b>10</b>					<b>63</b>
<b>Malicious Destruction</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>					<b>12</b>
<b>Motorist Assist</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>15</b>	<b>8</b>	<b>6</b>					<b>64</b>
<b>Ordinance Violations</b>	<b>2</b>	<b>8</b>	<b>8</b>	<b>6</b>	<b>9</b>	<b>19</b>	<b>6</b>	<b>8</b>					<b>66</b>
<b>Accident Total</b>	<b>13</b>	<b>12</b>	<b>7</b>	<b>4</b>	<b>14</b>	<b>12</b>	<b>18</b>	<b>17</b>					<b>97</b>
<b>{Property Damage}</b>	<b>11</b>	<b>10</b>	<b>6</b>	<b>4</b>	<b>13</b>	<b>11</b>	<b>16</b>	<b>15</b>					<b>86</b>
<b>{Personal Injury}</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>					<b>11</b>
<b>Citations Issued</b>	<b>26</b>	<b>37</b>	<b>30</b>	<b>40</b>	<b>52</b>	<b>79</b>	<b>75</b>	<b>73</b>					<b>412</b>
<b>Traffic Stops: Warned</b>	<b>146</b>	<b>119</b>	<b>127</b>	<b>133</b>	<b>121</b>	<b>199</b>	<b>150</b>	<b>139</b>					<b>1134</b>
<b>Total # of Traffic Stops</b>	<b>167</b>	<b>145</b>	<b>138</b>	<b>155</b>	<b>149</b>	<b>256</b>	<b>202</b>	<b>183</b>					<b>1395</b>

**MONTHLY COMPARISON TOTALS  
AUGUST 2017 AND 2018**

ACTIVITY	AUGUST	2017 YEAR-TO-DATE	AUGUST	2018 YEAR-TO-DATE
Total Arrests	20	191	30	233
Alcohol (MIP/Open Intox)	0	6	1	10
Drug Law Violations	2	23	2	26
Drunk Driving	2	11	3	17
Suspended License	1	27	5	25
Warrant Arrest	7	73	9	102
Other Arrests	8	51	10	53
Assault	1	8	2	14
Assault (Verbal)	1	28	1	29
Assault (Domestic)	7	19	2	20
Assist from Other Agency	4	56	5	65
Assist to Other Agency	20	114	16	110
Assist to Citizen	41	340	46	338
Breaking & Entering	1	5	0	2
Disorderly Conduct	5	29	3	25
Dog Complaints	6	24	0	14
Larceny	7	59	10	63
Malicious Destruction	0	14	1	12
Motorist Assist	6	58	6	64
Ordinance Violations	16	87	8	66
Accident Total	13	96	17	97
{Property Damage}	12	87	15	86
{Personal Injury}	1	9	2	11
Citations Issued	38	297	73	412
Traffic Stops: Warned	98	946	139	1134
# of Traffic Stops Made	112	1080	183	1395
TOTAL COMPLAINTS	212	1601	218	1517

# LOWELL PD ASSISTING OTHER AGENCIES

AUGUST 2018

COMP. #	DATE	INCIDENT	DEPARTMENT	STATUS	VENUE
18-1300	8/1/2018	CPS INVESTIGATION	CPS	ASSISTED	CITY OF LOWELL
18-1306	8/1/2018	DOMESTIC	KENT COUNTY	BACK-UP	VERGENNES
18-1309	8/2/2018	CPS INVESTIGATION	CPS	ASSISTED	CITY OF LOWELL
18-1310	8/2/2018	DOMESTIC	KENT COUNTY	BACK-UP	LOWELL
18-1353	8/8/2018	SHOTS FIRED	KENT COUNTY	ASSISTED	VERGENNES
18-1368	8/10/2018	SERVE NO TRESPASSING ORDER	SPARTA PD	ASSISTED	CITY OF LOWELL
18-1378	8/13/2018	STOVE FIRE	LOWELL FIRE DEPT	ASSISTED	CITY OF LOWELL
18-1381	8/14/2018	ATTEMPT TO LOCATE SUBJECT	IONIA DPS	ASSISTED	CITY OF LOWELL
18-1386	8/14/2018	RETAIL FRAUD / RESISTING OFFICER	KENT COUNTY	BACK-UP	LOWELL
18-1391	8/15/2018	HIT & RUN ACCIDENT	OTTAWA COUNTY	ASSISTED	CITY OF LOWELL
18-1424	8/18/2018	MOTORIST ASSIST	KENT COUNTY	ASSISTED	LOWELL
18-1427	8/19/2018	FATAL ACCIDENT	KENT COUNTY	ASSISTED	LOWELL
18-1428	8/19/2018	FOUND WALLET	KENT COUNTY	ASSISTED	LOWELL
18-1467	8/26/2018	RETAIL FRAUD ARREST	KENT COUNTY	ASSISTED	LOWELL
18-1485	8/28/2018	TREE IN ROADWAY	LOWELL FIRE DEPT	ASSISTED	CITY OF LOWELL
18-1506	8/31/2018	BARN FIRE	KENT COUNTY	ASSISTED	LOWELL

**AGENCIES ASSISTING LOWELL POLICE DEPARTMENT  
AUGUST 2018**

<b>COMP. #</b>	<b>DATE</b>	<b>INCIDENT</b>	<b>DEPARTMENT</b>	<b>STATUS</b>
----------------	-------------	-----------------	-------------------	---------------

18-1360	8/9/2018	LARCENY	KENT COUNTY	ASSISTED
18-1423	8/19/2018	OWI	KENT COUNTY	ASSISTED
18-1425	8/19/2018	OWI	KENT COUNTY	ASSISTED
18-1487	8/24/2018	WARRANT ARREST	OTTAWA COUNTY	ASSISTED
18-1482	8/28/2018	STAND-BY AS PEACE OFFICER	KENT COUNTY	BACK-UP

## August 2018 Division Report

Chief van Overbeek,

### **Fire Prevention**

In the month of August our Fire Prevention Inspection Office performed 12 annual inspections in the City of Lowell including the Kent County Youth Fair start up inspection, 3 annual inspections in Lowell Township, and 3 annual inspections in Vergennes township for a total of 18 inspections. We also held meetings with the architect for the new King Milling building and the City of Lowell regarding a Red Creek operation in the City. We also secured two new Knox Boxes in the area.

### **Public Education and Relations**

In August we went to the Vergennes Methodist church for wacky water night. This is something we do every year and have a blast doing. We are gearing up for the next couple months that are our busiest time of the year. We also had several members take part in the Pink Arrow Game and pregame parade.

### **Training**

During the month of August Lowell Area Fire Department had two scheduled trainings.

The first training took place on August 11<sup>th</sup> at Look Memorial Fire station. This training covered 4 different topics. The topics covered were communication, incident command, gear inspection, and in service on Rockford ambulance new electric cot. LAFD was able to have Rockford ambulance come in with the new stretcher and allow the department to get comfortable with the equipment.

The second training took place on August 25<sup>th</sup>. This training also took place at Look Memorial fire station. Training covered the annual NFPA 1500 health and wellness. The department was able to do test the physical abilities of the firefighters while wearing air packs.

In total LAFD spent 99 hours of in house training between the two separate trainings.

Respectfully submitted,  
Deputy Chief Shannon Witherell





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

Tuesday, September 04, 2018

Fire Authority Board:

We responded to 92 total incidents for the month of August. We around 100 calls higher than this time last year.

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 UTV has been returned and we are awaiting the new unit. This is the last year we will be able to get the free unit. If we are interested, we can purchase the unit next year for around \$11,500.00

The new interns have moved to probationary status. They are fitting in and showing a desire to do the job. We had one more leave due to his wife returning to work fulltime.

The bay doors are in and the new openers should be installed shortly.

Fallasburg festival is coming up September 15<sup>th</sup> and 16<sup>th</sup>. We will be selling chicken dinners again this year.

We have completed the annual physicals and we're waiting for the results.

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.

# Lowell Area Fire Dept.

Lowell, MI

This report was generated on 9/4/2018 4:47:39 PM



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

Start Date: 08/01/2018 | End Date: 08/31/2018

ZONE	INCIDENT COUNT	MAN-HOURS
Ada - Ada Township	1	0:18
City of Lowell - City	41	50:23
Grattan - Grattan Township	1	20:24
Lowell Township - Lowell Township	28	91:11
Vergennes Township - Vergennes Township	21	57:04
<b>TOTAL</b>	<b>92</b>	<b>219:20</b>

# Lowell Area Fire Dept.

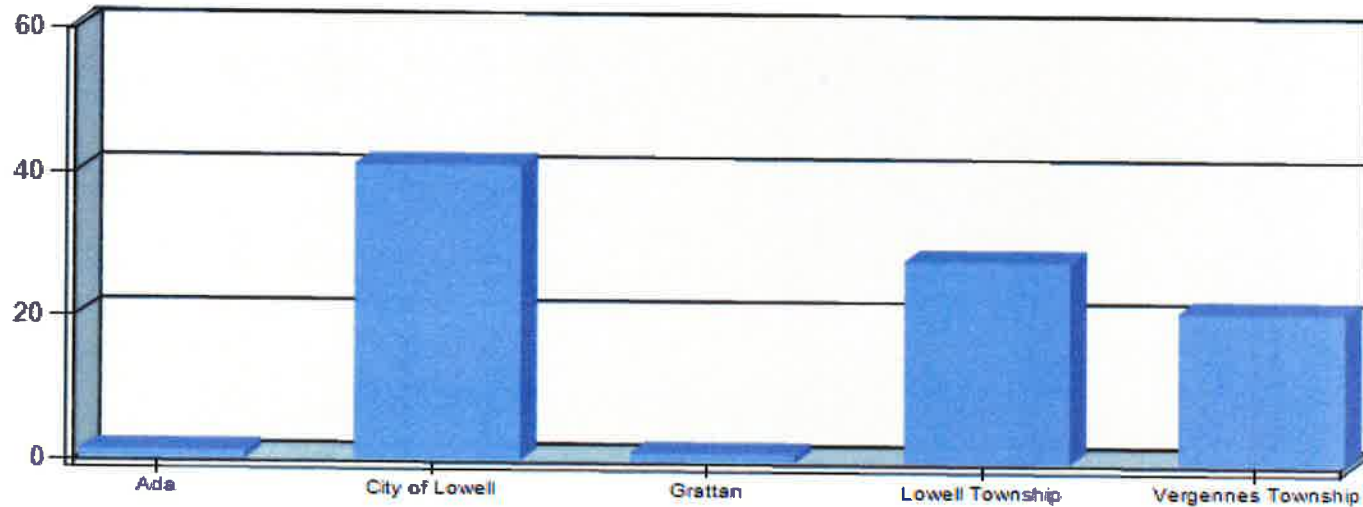
Lowell, MI

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## Incident Count per Zone for Date Range

Start Date: 08/01/2018 | End Date: 08/31/2018



ZONE	# INCIDENTS
Ada - Ada Township	1
City of Lowell - City	41
Grattan - Grattan Township	1
Lowell Township - Lowell Township	28
Vergennes Township - Vergennes Township	21

**TOTAL: 92**

# Lowell Area Fire Dept.

Lowell, MI

This report was generated on 9/4/2018 4:49:26 PM



## Incident Count per User-Defined Fields for Date Range

Start Date: 08/01/2018 | End Date: 08/31/2018

ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: SCBA (Required)</b>	
0	88
2	2
6	2

<b>USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)</b>	
0	88
100	1
100'	1
400	1
500	1

<b>USER-DEFINED FIELD: Hose 3 inch Feet used (Required)</b>	
0	90
00	1
150	1

<b>USER-DEFINED FIELD: Hose 5 inch feet used (Required)</b>	
0	90
50	2

<b>USER-DEFINED FIELD: Hand Tools Used (Required)</b>	
0	80
00	1
1	1
1 chain saw	1
1 Hallagon	1

12	1
2	1
2 chainsaws	1
bolt cutter,haligan,stabilization jack, sawzall, cribbing.	1
dry wall rack, TIC	1
one 4 gas monitor	1
roof ladder. 3 Pike pole, Haligan, Ax, Chain Saw, Portable lights. Roof Hook, Drywall rake	1
two 4 gas monitor, TIC, Vent fan	1

**USER-DEFINED FIELD: Rescue Tools Used (Required)**

0	89
2 gas monitors	1
Chain saw	1
medical supplies	1

**USER-DEFINED FIELD: Water used (gal) (Required)**

0	87
150	1
3000	1
3250	1
400	1
70	1

**USER-DEFINED FIELD: LUCAS (Required)**

NO	90
Yes	2

**Dept. of Public Works, City of Lowell**

217 S. Hudson

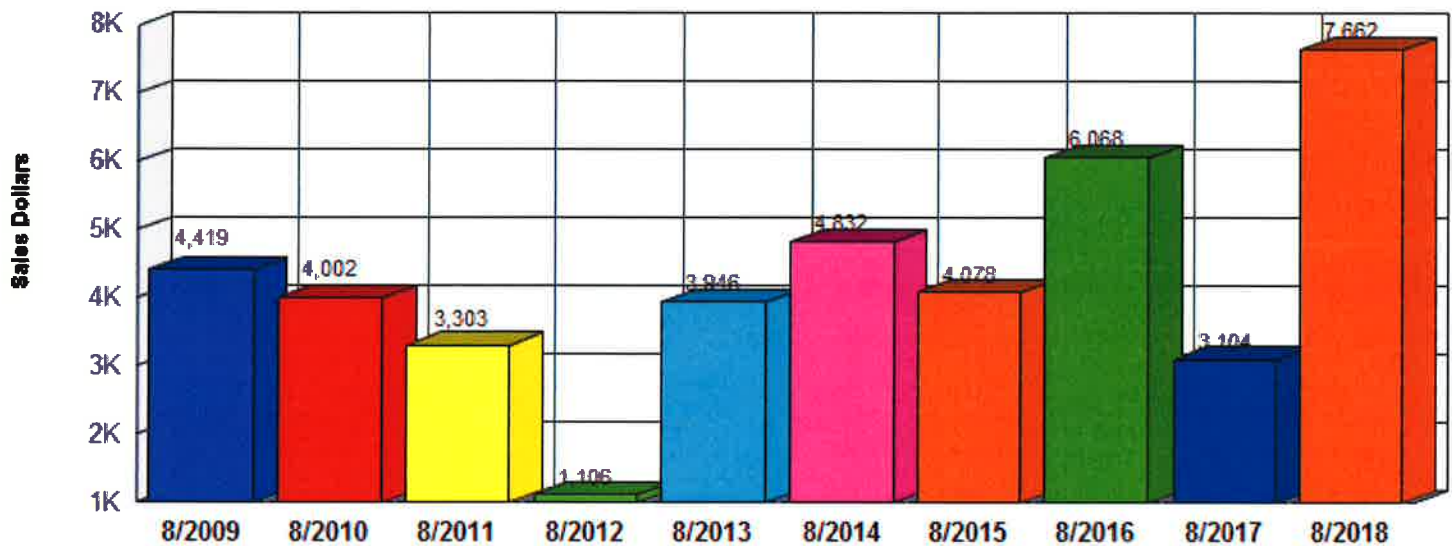
Lowell, MI. 49331

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

**Sales By Selected Month For The Month Of August**

Report Date: 09/04/2018

<u>Month &amp; 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>
8/2009	294.61	15	4,419.17	213.13	3,197.00	75.34	1,130.14
8/2010	333.48	12	4,001.76	263.75	3,165.00	61.94	743.31
8/2011	254.07	13	3,302.86	108.46	1,410.00	140.64	1,828.36
8/2012	122.85	9	1,105.61	52.33	471.00	67.90	611.06
8/2013	657.62	6	3,945.71	481.00	2,886.00	165.57	993.41
8/2014	371.66	13	4,831.62	153.77	1,999.00	211.24	2,746.17
8/2015	370.70	11	4,077.75	108.64	1,195.00	257.86	2,836.50
8/2016	758.53	8	6,068.23	212.63	1,701.00	538.93	4,311.43
8/2017	443.46	7	3,104.21	299.57	2,097.00	135.12	945.86
8/2018	383.09	20	7,661.82	202.70	4,054.00	176.37	3,527.42
<b>Totals:</b>		<b>114</b>	<b>42,518.74</b>		<b>\$22,175.00</b>		<b>\$19,673.66</b>



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

**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: 09/04/2018

Period From: 08/01/2018 To: 08/31/2018

Invoice Number	Date	Name	Tax	Total	Balance Due
001324	08/15/2018	Equipment	0.00	1,365.55	157.50
001352	08/02/2018	Police	0.00	61.60	1,293.79
001353 *	08/15/2018	Shop	0.00	1,581.79	
001354	08/17/2018	Water Distribution	0.00	394.55	338.14
001355	08/09/2018	Water Distribution	0.00	87.14	338.14
001356	08/09/2018	Equipment	0.00	31.50	157.50
001357	08/09/2018	Equipment	0.00	31.50	157.50
001358 *	08/09/2018	Cemetery	0.00	45.00	
001359	08/17/2018	Police	0.00	469.80	1,293.79
001360	08/21/2018	Equipment	0.00	1,622.64	157.50
001361 *	08/17/2018	Shop	0.00	211.48	
001362	08/16/2018	Equipment	0.00	97.00	157.50
001363 *	08/23/2018	Cemetery	0.00	48.16	
001364 *	08/17/2018	Water Plant	0.00	13.80	
001365	08/21/2018	Police	0.00	57.83	1,293.79
001366 *	08/23/2018	Waste Water Plant	0.00	30.00	
001367	08/23/2018	Water Distribution, Organization	0.00	1,157.67	2,404.03
001370	08/29/2018	Police	0.00	158.38	1,293.79
001371	08/29/2018	Equipment	0.00	18.90	157.50
001372	08/29/2018	Equipment	0.00	177.53	157.50
<b>Grand Totals:</b>			<b>0.00</b>	<b>7,661.82</b>	<b>9,357.97</b>
<b>Number of Invoices: 20</b>			<b>* - Indicates a Counter Sale</b>		
<b>Averages:</b>				<b>\$383.09</b>	<b>467.90</b>

CITY OF LOWELL  
REPORT FOR : AUGUST  
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 24.66237 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE  
MONTH OF: AUGUST TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION  
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 382.33 HOURS, WHICH RESULTED IN  
424.75 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 171.17

ELECTRICAL COST PER MILLION GALLONS: \$ 196.96

TOTAL COST PER MILLION GALLONS: \$ 368.13

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WATER PRODUCTION

DAILY AVERAGE: 0.796 MILLION GALLONS

DAILY MAXIMUM: 0.976 MILLION GALLONS

DAILY MINIMUM: 0.625 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 12.333 HOURS PER DAY.



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,009,573.45	367,259.17	297,493.96	1,642,314.28	18.28
STATE	STATE GRANTS	439,153.00	0.00	0.00	439,153.00	0.00
LICPER	LICENSES AND PERMITS	43,600.00	10,788.82	10,263.82	32,811.18	24.75
CHARGES	CHARGES FOR SERVICES	325,156.00	18,752.87	11,532.67	306,403.13	5.77
INT	INTEREST AND RENTS	4,850.00	9,197.27	260.00	(4,347.27)	189.63
OTHER	OTHER REVENUE	15,500.00	5,209.65	5,008.65	10,290.35	33.61
TRANSIN	TRANSFERS IN	151,273.00	0.00	0.00	151,273.00	0.00
FINES	FINES AND FORFEITURES	5,500.00	6,875.00	5,683.75	(1,375.00)	125.00
LOCAL	LOCAL CONTRIBUTIONS	10,510.00	0.00	0.00	10,510.00	0.00
TOTAL REVENUES		3,005,115.45	418,082.78	330,242.85	2,587,032.67	13.91
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	21,659.00	2,365.11	2,300.23	19,293.89	10.92
172	MANAGER	125,197.22	16,818.40	9,803.75	108,378.82	13.43
191	ELECTIONS	14,860.00	2,350.94	2,261.08	12,598.92	15.82
209	ASSESSOR	54,900.00	7,819.04	5,939.08	47,060.92	14.24
210	ATTORNEY	45,000.00	5,603.01	5,603.01	39,396.99	12.45
215	CLERK	129,383.95	17,429.79	10,840.99	111,954.16	13.47
253	TREASURER	213,323.66	22,742.13	15,554.61	190,581.53	10.66
265	CITY HALL	150,925.36	25,262.83	15,468.02	125,662.53	16.74
276	CEMETERY	123,889.57	23,049.59	14,441.10	100,839.98	18.60
294	UNALLOCATED MISCELLANEOUS	5,000.00	108,503.00	(911.00)	(103,503.00)	2,170.06
301	POLICE DEPARTMENT	736,428.68	97,735.20	68,681.63	638,693.48	13.27
305	CODE ENFORCEMENT	87,900.26	13,243.58	8,989.68	74,656.68	15.07
336	FIRE	125,060.00	30,327.57	100.82	94,732.43	24.25
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	65,511.95	9,757.49	7,903.83	55,754.46	14.89
426	EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00
441	DEPARTMENT OF PUBLIC WORKS	295,771.47	37,548.46	28,665.13	258,223.01	12.70
442	SIDEWALK	3,909.01	159.51	24.11	3,749.50	4.08
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	19,807.05	2,730.74	1,750.31	17,076.31	13.79
747	CHAMBER/RIVERWALK	6,500.00	324.09	271.05	6,175.91	4.99
751	PARKS	158,142.04	21,651.33	19,840.98	136,490.71	13.69
757	SHOWBOAT	7,600.00	60.25	60.25	7,539.75	0.79
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
790	LIBRARY	82,229.06	10,721.66	7,038.97	71,507.40	13.04
803	HISTORICAL DISTRICT COMMISSION	0.00	0.00	0.00	0.00	0.00
804	MUSEUM	53,825.50	10,400.81	10,131.02	43,424.69	19.32
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	447,546.00	0.00	0.00	447,546.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 08/31/2018

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GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
<hr/>						
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,974,369.78	466,604.53	234,758.65	2,507,765.25	15.69
TOTAL REVENUES		3,005,115.45	418,082.78	330,242.85	2,587,032.67	13.91
TOTAL EXPENDITURES		2,974,369.78	466,604.53	234,758.65	2,507,765.25	15.69
NET OF REVENUES & EXPENDITURES		30,745.67	(48,521.75)	95,484.20	79,267.42	157.82

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	500.00	0.00	0.00	500.00	0.00
OTHER	OTHER REVENUE	272,500.00	22,668.60	22,668.60	249,831.40	8.32
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		273,000.00	22,668.60	22,668.60	250,331.40	8.30
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	98,900.00	106,104.17	106,104.17	(7,204.17)	107.28
463	MAINTENANCE	55,606.19	2,619.00	1,436.66	52,987.19	4.71
474	TRAFFIC	8,831.53	1,103.23	1,068.56	7,728.30	12.49
478	WINTER MAINTENANCE	48,020.51	618.91	206.64	47,401.60	1.29
483	ADMINISTRATION	15,444.00	293.00	293.00	15,151.00	1.90
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		226,802.23	110,738.31	109,109.03	116,063.92	48.83
TOTAL REVENUES		273,000.00	22,668.60	22,668.60	250,331.40	8.30
TOTAL EXPENDITURES		226,802.23	110,738.31	109,109.03	116,063.92	48.83
NET OF REVENUES & EXPENDITURES		46,197.77	(88,069.71)	(86,440.43)	134,267.48	190.64

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	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	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	102,000.00	8,650.07	8,650.07	93,349.93	8.48
TRANSIN	TRANSFERS IN	100,000.00	0.00	0.00	100,000.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		202,000.00	8,650.07	8,650.07	193,349.93	4.28
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	16,250.00	0.00	0.00	16,250.00	0.00
463	MAINTENANCE	72,087.93	12,932.22	6,241.37	59,155.71	17.94
474	TRAFFIC	11,569.60	1,158.71	1,000.11	10,410.89	10.02
478	WINTER MAINTENANCE	69,064.27	1,248.26	465.43	67,816.01	1.81
483	ADMINISTRATION	19,162.00	293.00	293.00	18,869.00	1.53
906	DEBT SERVICE	26,587.00	26,056.25	0.00	530.75	98.00
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		214,720.80	41,688.44	7,999.91	173,032.36	19.42
TOTAL REVENUES		202,000.00	8,650.07	8,650.07	193,349.93	4.28
TOTAL EXPENDITURES		214,720.80	41,688.44	7,999.91	173,032.36	19.42
NET OF REVENUES & EXPENDITURES		(12,720.80)	(33,038.37)	650.16	20,317.57	259.72

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
OTHER	OTHER REVENUE	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL REVENUES		50,100.00	0.00	0.00	50,100.00	0.00
Expenditures						
000		50,000.00	1,306.00	331.00	48,694.00	2.61
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		50,000.00	1,306.00	331.00	48,694.00	2.61
TOTAL REVENUES		50,100.00	0.00	0.00	50,100.00	0.00
TOTAL EXPENDITURES		50,000.00	1,306.00	331.00	48,694.00	2.61
NET OF REVENUES & EXPENDITURES		100.00	(1,306.00)	(331.00)	1,406.00	1,306.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	520,000.00	333,500.00	298,000.00	186,500.00	64.13
STATE	STATE GRANTS	8,000.00	0.00	0.00	8,000.00	0.00
INT	INTEREST AND RENTS	1,000.00	0.00	0.00	1,000.00	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		529,000.00	333,500.00	298,000.00	195,500.00	63.04
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	86,000.00	0.00	0.00	86,000.00	0.00
463	MAINTENANCE	96,131.34	18,668.21	12,521.22	77,463.13	19.42
483	ADMINISTRATION	34,104.69	2,432.47	1,578.87	31,672.22	7.13
740	COMMUNITY PROMOTIONS	105,000.00	2,075.00	0.00	102,925.00	1.98
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	168,613.00	0.00	0.00	168,613.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		489,849.03	23,175.68	14,100.09	466,673.35	4.73
TOTAL REVENUES		529,000.00	333,500.00	298,000.00	195,500.00	63.04
TOTAL EXPENDITURES		489,849.03	23,175.68	14,100.09	466,673.35	4.73
NET OF REVENUES & EXPENDITURES		39,150.97	310,324.32	283,899.91	(271,173.35)	792.64

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	500,000.00	0.00	0.00	500,000.00	0.00
INT	INTEREST AND RENTS	1,000.00	119.67	119.67	880.33	11.97
OTHER	OTHER REVENUE	4,000.00	0.00	0.00	4,000.00	0.00
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
TOTAL REVENUES		505,000.00	119.67	119.67	504,880.33	0.02
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
265	CITY HALL	0.00	0.00	0.00	0.00	0.00
276	CEMETERY	0.00	0.00	0.00	0.00	0.00
301	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
442	SIDEWALK	0.00	0.00	0.00	0.00	0.00
443	ARBOR BOARD	4,000.00	0.00	0.00	4,000.00	0.00
474	TRAFFIC	0.00	0.00	0.00	0.00	0.00
751	PARKS	500,000.00	875.00	875.00	499,125.00	0.18
758	DOG PARK	1,000.00	65.00	0.00	935.00	6.50
759	COMMUNITY GARDEN	0.00	0.00	0.00	0.00	0.00
790	LIBRARY	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		505,000.00	940.00	875.00	504,060.00	0.19
TOTAL REVENUES		505,000.00	119.67	119.67	504,880.33	0.02
TOTAL EXPENDITURES		505,000.00	940.00	875.00	504,060.00	0.19
NET OF REVENUES & EXPENDITURES		0.00	(820.33)	(755.33)	820.33	100.00

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	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	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
906	DEBT SERVICE	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 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	12,216.00	1,618.96	0.00	10,597.04	13.25
INT	INTEREST AND RENTS	56,850.00	5,920.00	2,960.00	50,930.00	10.41
OTHER	OTHER REVENUE	1,000.00	0.00	0.00	1,000.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		70,066.00	7,538.96	2,960.00	62,527.04	10.76
Expenditures						
000		83,000.00	11,818.68	7,361.39	71,181.32	14.24
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		83,000.00	11,818.68	7,361.39	71,181.32	14.24
TOTAL REVENUES		70,066.00	7,538.96	2,960.00	62,527.04	10.76
TOTAL EXPENDITURES		83,000.00	11,818.68	7,361.39	71,181.32	14.24
NET OF REVENUES & EXPENDITURES		(12,934.00)	(4,279.72)	(4,401.39)	(8,654.28)	33.09

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	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	1,066,100.00	135,283.85	84,023.66	930,816.15	12.69
INT	INTEREST AND RENTS	7,000.00	0.00	0.00	7,000.00	0.00
OTHER	OTHER REVENUE	500.00	67.64	0.00	432.36	13.53
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		1,073,600.00	135,351.49	84,023.66	938,248.51	12.61
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	1,036,972.50	130,656.65	130,656.65	906,315.85	12.60
551	COLLECTION	244,588.47	34,831.99	33,346.79	209,756.48	14.24
552	CUSTOMER ACCOUNTS	80,345.15	8,721.84	5,381.97	71,623.31	10.86
553	ADMINISTRATION	315,341.50	2,630.38	2,630.38	312,711.12	0.83
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,677,247.62	176,840.86	172,015.79	1,500,406.76	10.54
TOTAL REVENUES		1,073,600.00	135,351.49	84,023.66	938,248.51	12.61
TOTAL EXPENDITURES		1,677,247.62	176,840.86	172,015.79	1,500,406.76	10.54
NET OF REVENUES & EXPENDITURES		(603,647.62)	(41,489.37)	(87,992.13)	(562,158.25)	6.87

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,093,700.00	172,408.38	120,589.23	921,291.62	15.76
INT	INTEREST AND RENTS	13,540.00	880.00	440.00	12,660.00	6.50
OTHER	OTHER REVENUE	5,000.00	4,252.94	4,014.10	747.06	85.06
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,112,240.00	177,541.32	125,043.33	934,698.68	15.96
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	442,575.85	56,456.12	40,336.93	386,119.73	12.76
571	DISTRIBUTION	312,462.27	48,530.08	41,496.40	263,932.19	15.53
572	CUSTOMER ACCOUNTS	86,013.15	8,721.56	5,381.79	77,291.59	10.14
573	ADMINISTRATION	449,641.50	3,268.87	2,278.87	446,372.63	0.73
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,290,692.77	116,976.63	89,493.99	1,173,716.14	9.06
TOTAL REVENUES		1,112,240.00	177,541.32	125,043.33	934,698.68	15.96
TOTAL EXPENDITURES		1,290,692.77	116,976.63	89,493.99	1,173,716.14	9.06
NET OF REVENUES & EXPENDITURES		(178,452.77)	60,564.69	35,549.34	(239,017.46)	33.94

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	80,274.00	0.00	0.00	80,274.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		80,274.00	0.00	0.00	80,274.00	0.00
Expenditures						
000		84,940.00	5,430.70	3,752.55	79,509.30	6.39
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		84,940.00	5,430.70	3,752.55	79,509.30	6.39
TOTAL REVENUES		80,274.00	0.00	0.00	80,274.00	0.00
TOTAL EXPENDITURES		84,940.00	5,430.70	3,752.55	79,509.30	6.39
NET OF REVENUES & EXPENDITURES		(4,666.00)	(5,430.70)	(3,752.55)	764.70	116.39

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	172,350.00	36,225.64	17,409.91	136,124.36	21.02
INT	INTEREST AND RENTS	150.00	0.00	0.00	150.00	0.00
OTHER	OTHER REVENUE	500.00	18.73	18.73	481.27	3.75
TRANSIN	TRANSFERS IN	62,340.00	0.00	0.00	62,340.00	0.00
TOTAL REVENUES		235,340.00	36,244.37	17,428.64	199,095.63	15.40
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	366,124.05	23,736.67	15,973.49	342,387.38	6.48
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		366,124.05	23,736.67	15,973.49	342,387.38	6.48
TOTAL REVENUES		235,340.00	36,244.37	17,428.64	199,095.63	15.40
TOTAL EXPENDITURES		366,124.05	23,736.67	15,973.49	342,387.38	6.48
NET OF REVENUES & EXPENDITURES		(130,784.05)	12,507.70	1,455.15	(143,291.75)	9.56

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	2,500.00	500.00	(2,500.00)	100.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	2,500.00	500.00	(2,500.00)	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	2,500.00	500.00	(2,500.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,500.00	500.00	(2,500.00)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	08/31/2018	MONTH 08/31/2018	BALANCE	USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	4,000.00	161.09	363.47	3,838.91	4.03
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		4,000.00	161.09	363.47	3,838.91	4.03
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	161.09	363.47	3,838.91	4.03
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	161.09	363.47	(161.09)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	18,000.00	(205.81)	1,243.13	18,205.81	(1.14)
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		18,000.00	(205.81)	1,243.13	18,205.81	(1.14)
Expenditures						
000		18,000.00	0.00	0.00	18,000.00	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		18,000.00	0.00	0.00	18,000.00	0.00
TOTAL REVENUES		18,000.00	(205.81)	1,243.13	18,205.81	1.14
TOTAL EXPENDITURES		18,000.00	0.00	0.00	18,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(205.81)	1,243.13	205.81	100.00



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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 08/31/2018

Page: 17/18

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 08/31/2018	ACTIVITY FOR MONTH 08/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
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
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		7,157,735.45	1,142,152.54	891,243.42	6,015,582.91	15.96
TOTAL EXPENDITURES - ALL FUNDS		7,984,746.28	979,256.50	655,770.89	7,005,489.78	12.26
NET OF REVENUES & EXPENDITURES		(827,010.83)	162,896.04	235,472.53	(989,906.87)	19.70

# Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

August 2018





September 13, 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 August Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 27.08 million gallons of wastewater were treated, down from 27.12 million gallons the month before.

All NPDES Permit requirements were satisfied. Copies of the Monthly Operating Reports for August 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 August surcharges were not received at the time of this report. No operational problems were experienced at the plant from this discharge.

#### MAINTENANCE COST REPORT

Date	Vendor	Cost
8/3	Bernard's Acc Hardware (1)	\$ 94.22
8/22	Fastenal (2)	15.71
8/30	Fastenal (3)	31.29
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 17-18)*		\$ 12,225.88*
Maintenance Allowance Spent YTD		\$ 1,781.60
Balance of Maintenance Allowance		\$ 10,444.28

\*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 1<sup>st</sup>. That makes the beginning balance \$12,225.88 (\$12,000+225.88).

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

- Rehabilitated sprinkler filter assembly (1)
- Replaced ditch mud valve mounting hardware (2) & (3)
- Replaced roof on cold storage building
- Replaced power cord on sludge storage tank mixer
- Replaced an RAS flow meter

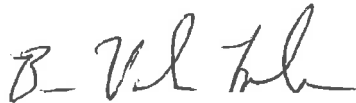
#### PROJECTS FOR THE FUTURE

- Continue painting projects
- Replace furnace filters for rooftop heaters
- Replace process control bleach line

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

Respectfully submitted,

**SUEZ**

A handwritten signature in black ink, appearing to read "B. Vander Meulen". The signature is fluid and cursive, with the first name "B." and last name "Meulen" clearly distinguishable.

Brian Vander Meulen  
Plant Manager

### AUGUST EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 3.6 mg/l, 86% under the NPDES limit of 25 mg/l. The worst 7-day average was 5.3 mg/l, 87% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 2.5 mg/l, 92% under the NPDES limit of 30 mg/l. The worst 7-day average was 3.1 mg/l, 93% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.63 mg/l, the limit is 1.0 mg/l.

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

The geometric average for fecal coliform bacteria was 85 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 116 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.033 mg/l; the limit is 0.038 mg/l. The monthly average was 0.017 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

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

Plant No. Month Year  
410049 August 2018

Superintendent's Signature  
Brian Vander Meulen, Supt.

	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 mg/l	NH3-N mg/l	Mercury ng/l	
	0033	0045	50050	50051	00011	00400	00310	LBS	mg/l	LBS	mg/l	LBS	00535	00610	71900	
1	246	0.54	0.85	1.00	63	7.1	155	1099	96	681	2.1	14.9	94	12.1	*G	1
2	246	0.04	0.82	1.40												2
3	16	0.00	0.78	1.00	63	7.4	116	755	64	416			62			3
4	16	0.00	0.82	1.20												4
5	246	0.03	0.78	1.10												5
6	346	0.30	0.82	1.20	64	7.2	207	1416	224	1532			222			6
7	346	0.72	0.87	2.60												7
8	246	0.01	0.88	1.20	64	7.1	99	727	70	514	1.5	11.0	66	13.6		8
9	26	0.00	0.74	1.10	63	7.4	175	1080	110	679			108			9
10	16	0.00	0.91	1.10												10
11	26	0.00	0.77	1.20												11
12	16	0.00	0.82	1.10												12
13	16	0.00	0.80	1.10	65	7.2	127	847	96	641			94			13
14	26	0.00	0.86	1.20												14
15	36	0.00	0.75	1.20												15
16	26	0.00	0.81	1.10	65	7.3	135	912	110	743	2.5	16.9	94	13.8		16
17	26	0.00	0.77	1.10	65	7.1	147	944	104	668			96			17
18	26	0.00	0.80	1.10												18
19	16	0.00	0.82	1.10												19
20	246	0.55	0.84	1.20	65	7.2	129	904	84	588			82			20
21	26	0.00	0.83	1.60												21
22	16	0.00	0.84	1.20	65	7.4	126	883	70	490	2.1	14.7	68	16.2		22
23	26	0.00	0.81	1.20												23
24	246	0.13	0.74	1.20	65	7.1	144	889	102	630			100			24
25	36	0.02	0.80	1.10												25
26	246	1.02	0.93	1.80												26
27	346	0.90	0.98	1.60	65	7.1	168	1373	168	1373			154			27
28	346	2.02	1.25	3.40												28
29	346	0.00	1.21	1.60	66	7.3	130	1312	130	1312	1.8	18.2	118	9.6		29
30	26	0.00	1.24	1.60												30
31	26	0.00	1.14	1.60	66	7.2	101	960	72	685			70			31
TL	XXXX	6.28	27.08	XXXX	XXXX	XXXX	XXXX	31220	XXXX	24248	XXXX	469	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	0.87	XXXX	65	7.2	140	1007	107	782	2.0	15.1	102	13.1	XXXX	ME
MAX	XXXX	2.02	1.25	3.40	66	7.4	207	1416	224	1532	2.5	18.2	222	16.2	XXXX	MAX
MIN	XXXX	XXXX	0.74	1.00	63	7.1	99	727	64	416	1.5	11.0	62	9.6	XXXX	MIN



# Activated Sludge Sheet

State of Michigan  
Department of Environmental Quality

Lowell, Michigan

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

Plant No. 410049  
Month August  
Year 2018

Superintendent's Signature  
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code 80889	D A Y P N S F	REMARKS
D A Y P N S F	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle. % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991			
1	96	20.3	23.1	0.09	2628	1986	20	1.31	4.9	76	0.32	0.24	4.2	4	1	
2		21.0											100.7		2	
3		22.1	30.5	0.08	2121	1612	15	1.41	4.4	71	0.34	0.25	27.5		3	
4		21.0											0.0		4	
5		22.1											0.0		5	
6		21.0	8.8	0.14	2252	1689	19	1.19	4.3	84	0.39	0.29	0.0		6	
7		19.8											0.0		7	
8		19.6	32.9	0.06	2821	2116	21	1.34	4.0	74	0.31	0.23	0.0		8	
9		23.3	26.2	0.08	2967	2223	23	1.29	2.3	78	0.55	0.41	17.9		9	
10		18.9											0.0		10	
11		22.4											0.0		11	
12		21.0											0.0		12	
13		21.5	28.9	0.06	3091	2307	30	1.03	3.5	97	0.45	0.34	76.8		13	
14		20.0											25.0		14	
15		23.0											0.0		15	
16		21.3	23.4	0.07	2899	2175	25	1.16	4.3	86	0.43	0.32	33.0		16	
17		22.4	23.5	0.08	2616	1969	25	1.05	3.9	96	0.41	0.31	22.2		17	
18		21.5											0.0		18	
19		21.0											0.0		19	
20		20.5	30.3	0.07	2976	2248	30	0.99	4.2	101	0.45	0.34	17.4		20	
21		20.8											0.0		21	
22		20.5	36.6	0.07	2998	2250	30	1.00	3.5	100	0.50	0.37	77.4		22	
23		21.3											30.8		23	
24		23.3	23.7	0.08	2487	1883	25	0.99	4.3	101	0.39	0.29	26.9		24	
25		21.5											0.0		25	
26		18.5											4.0		26	
27		17.6	11.4	0.12	2609	1972	25	1.04	3.6	96	0.39	0.29	105.0		27	
28		13.8											28.1		28	
29		14.2	10.6	0.12	2322	1756	20	1.16	4.2	86	0.41	0.31	89.0		29	
30		13.9											29.8		30	
31		15.1	17.2	0.11	1961	1515	20	0.98	4.6	102	0.27	0.21	0.0		31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	715.7	XXXX	TL	
ME	96	20.1	23.3	0.09	2625	1979	23	1.14	4.0	89	0.40	0.30	23.1	XXXX	ME	
MAX	XXXX	23.3	36.6	0.14	3091	2307	30	1.41	4.9	102	0.55	0.41	105.0	XXXX	MAX	
MIN	XXXX	13.8	8.8	0.06	1961	1515	15	0.98	2.3	71	0.27	0.21	XXXX	XXXX	MIN	

Remarks:

4833-5034  
R4609 4/74

State of Michigan  
Department of Environmental Quality

# Final Effluent Sheet

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

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

Superintendent's Signature  
Brian Vander Meulen, Supt.

R 4610 4/74  
4833-5468

DAY PN SF	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	DAY PN SF
	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	11.5	82	93	5.8	41	94	0.62	4.40	70	5.6	7.5	8.8	42	0.04	0.011	*G	1
2																	2
3	2.4	16	98	1.6	10	98				1.4	7.4	8.7	40		0.028		3
4																	4
5																	5
6	2.0	14	99	0.4	3	100				0.2	7.3	8.6	60		0.033		6
7																	7
8	4.3	32	96	1.3	10	98	0.45	3.30	70	1.0	7.1	8.4	152	0.05	0.010		8
9	3.1	19	98	1.3	8	99				1.2	7.2	8.4	86		0.007		9
10																	10
11																	11
12																	12
13	2.1	14	98	1.4	29	95				4.2	7.3	8.6	31		0.028		13
14																	14
15																	15
16	2.4	16	98	1.8	12	98	0.73	4.93	71	1.4	7.2	8.4	63	0.04	0.019		16
17	2.1	13	99	1.4	9	99				1.3	7.3	8.5	84		0.015		17
18																	18
19																	19
20	2.1	15	98	1.0	7	99				0.9	7.4	8.6	200		0.001		20
21																	21
22	2.9	20	98	1.4	10	98	0.74	5.18	65	1.2	7.2	8.6	93	0.06	0.016		22
23																	23
24	2.4	15	98	1.6	10	98				1.5	7.4	8.8	39		0.004		24
25																	25
26																	26
27	2.3	19	99	1.5	12	99				1.3	7.1	8.5	110		0.029		27
28																	28
29	3.1	31	98	1.2	12	99	0.61	6.16	66	0.8	7.2	8.9	232	0.05	0.010		29
30																	30
31	7.5	71	93	10.8	103	85				10.4	7.3	9.5	240		0.001		31
TL	XXXX	834	XXXX	XXXX	611	XXXX	XXXX	148.6	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	3.6	27	97	2.5	20	98	0.63	4.79	68	2.3	7.3	8.7	85	0.05	0.017	XXXX	ME
WA	5.3	37	97	3.1	21	97	XXXX	XXXX	XXXX	2.8	7.4	8.5	116	0.06	0.031	XXXX	WA
MAX	11.5	82	99	10.8	103	100	0.74	6.16	71	10.4	7.5	9.5	240	0.06	0.033	XXXX	MAX
MIN	2.0	13	93	0.4	3	85	0.45	3.30	65	0.2	7.1	8.4	31	0.04	0.001	XXXX	MIN

Remarks: Fecal Coli for August 31 are actually "Greater Than"  
Cl2 Residuals for August 21,31 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 August  
Year 2018

Superintendent's Signature  
Brian Vander Meulen, Supt

Grit		Aux Fuel	Power Consumption	Chemicals Applied		
DAY	PN	Nat. Gas		CL2	FeCL2	
		CF	KWH	LBS	GAL	
	SF	2	3			
1		0	1.4	7	45	
2		0	1.6	6	40	
3		0	1.2	5	40	
4		0	1.4	5	40	
5		0	1.4	5	40	
6		1	1.2	5	35	
7		0	1.6	5	40	
8		0	1.4	5	40	
9		0	1.2	5	35	
10		0	1.4	7	35	
11		0	1.2	6	35	
12		0	1.4	7	30	
13		0	1.6	5	35	
14		0	1.6	6	35	
15		0	1.2	4	35	
16		1	1.4	5	30	
17		0	2.6	5	35	
18		0	1.4	5	15	
19		0	1.0	5	35	
20		0	1.8	5	35	
21		0	1.4	5	35	
22		0	1.6	4	30	
23		0	1.6	6	30	
24		1	1.2	2	35	
25		0	1.4	8	30	
26		0	1.4	5	35	
27		0	1.6	5	30	
28		0	1.6	6	35	
29		0	1.6	5	35	
30		0	1.6	7	30	
31		1	1.6	8	35	
TL	31	4	45.6	169	1070	0
ME	1	0	1.5	5	35	0
MAX	1	1	2.6	8	45	0
MIN	1	0	1.0	2	15	0

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	184	0	0	0
Shift Operator	1	1	200	0	0	0
Total	2	1	384	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.WASTE20--FLAT RIVER

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

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
FROM 2018	8	01	TO 2018	8	31

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

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT 50050 1 0 0 EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	0.87	1.25	(03)	*****	*****	*****		-	7/7	RECORD FLOW
	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
SOLIDS, TOTAL SUSPENDED 00530 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	20	21	(26)	*****	2.5	3.1	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	360 MONTHLY AVG	530 7 DAY AVG	lbs/day	*****	30 MONTHLY AVG	45 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
BOD, CARBONACEOUS 05 DAY, 20C 80082 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	27	37	(26)	*****	3.6	5.3	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	300 MONTHLY AVG	470 7 DAY AVG	lbs/day	*****	25 MONTHLY AVG	40 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N) 00610 B 1 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****	****	*****	*****	0.06	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	*****	*****	****	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
PHOSPHORUS, TOTAL (AS P) 00665 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	4.8	6.16	(26)	*****	0.63	0.74	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	12 MONTHLY AVG	REPORT DAILY MAX	lbs/day	*****	1.0 MONTHLY AVG	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
CHLORINE, TOTAL RESIDUAL 50060 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****	****	*****	*****	0.033	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	****	*****	*****	0.038 DAILY MAX	mg/L		WEEKDAYS	GRAB
MERCURY, TOTAL 71900 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G		0	1/90	GRAB
	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			
Brian Vander Meulen, Supt.						(616)	897-8135	2018	8	10	
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT				AREA CODE	NUMBER	YEAR	MO	DAY	

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

P=AFTER DISINFECTION

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

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

## NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

## DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD							
YEAR	MO	DAY	FROM	TO	YEAR	MO	DAY
2018	8	01			2018	8	31

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

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000004		*****	*****	0.5		0	1/90	CALCTD
71900 X 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	0.000036 12-Mo Rolling Avg	lbs/day	*****	*****	3.0 12-Mo Rolling Avg	ng/L		QUARTERLY	CALCTD
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****		*****	85	116	(19)	0	3/7	GRAB
74055 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	*****	200 MONTHLY AVG	400 7 DAY AVG	mg/L		DAILY	GRAB
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		97	*****	93	(23)	0	1/30	CALCTD
81010 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER- CENT		ONCE/MON	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		98	*****	85	(23)	0	1/30	CALCTD
81011 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER- CENT		ONCE/MON	CALCTD
pH	SAMPLE MEASUREMENT	*****	*****		7.1	*****	7.5	(12)	0	3/7	GRAB
00400 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	****	6.5 DAILY MINIMUM	*****	9.0 DAILY MAX	S.U.		WEEKDAYS	GRAB
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	*****	*****		8.4	*****	*****	(19)	0	3/7	GRAB
00300 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	****	3.0 DAILY MINIMUM	*****	*****	mg/L		WEEKDAYS	GRAB
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER		I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.				PHONE NUMBER		DATE			
Brian Vander Meulen, Supt.						(616) 897-8135		2018	8	10	
TYPED OR PRINTED						SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR	MO

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

P=AFTER DISINFECTION

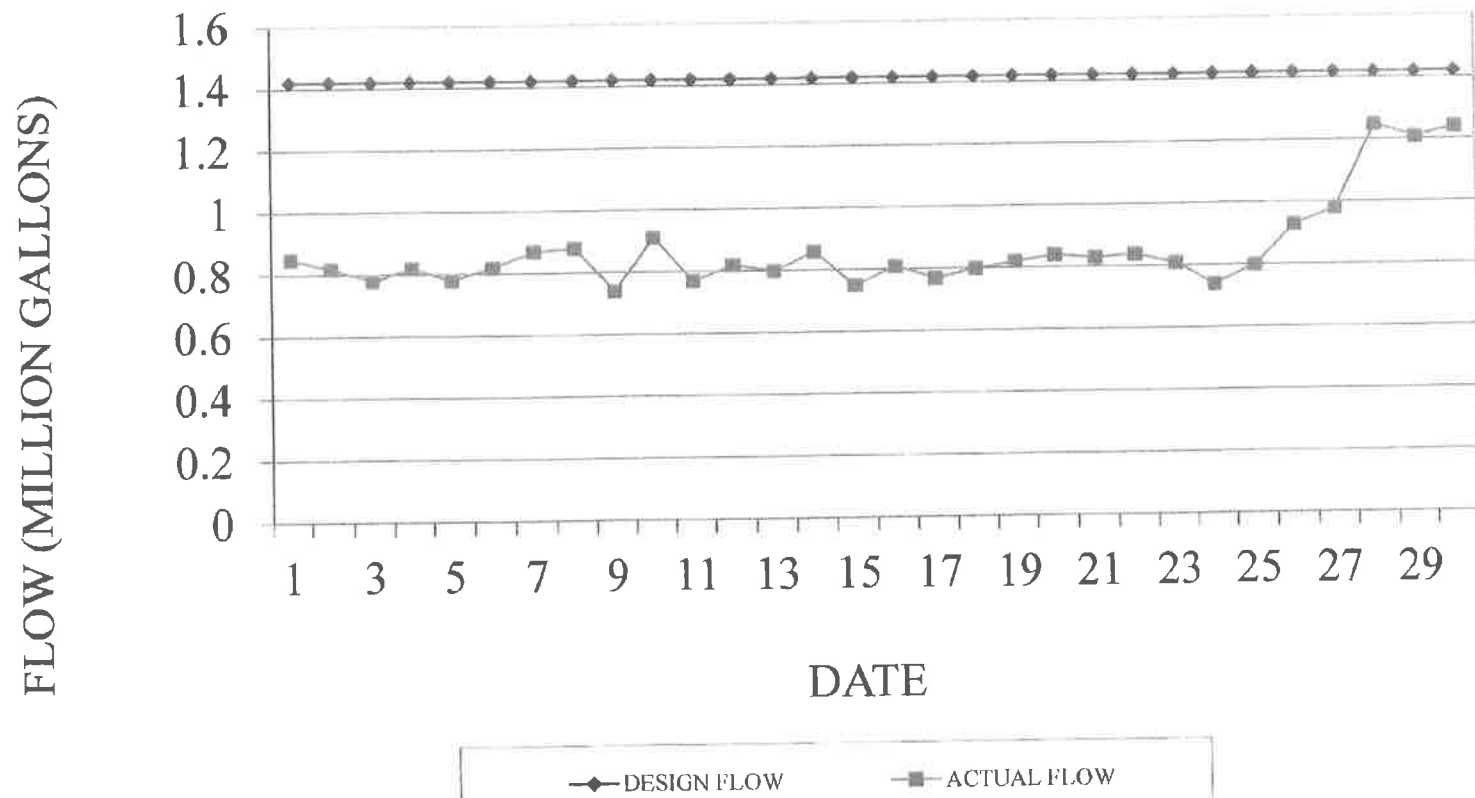
EPA Form 3320-1 (Rev 3/99) Previous editions may be used.

This is an electronic copy.

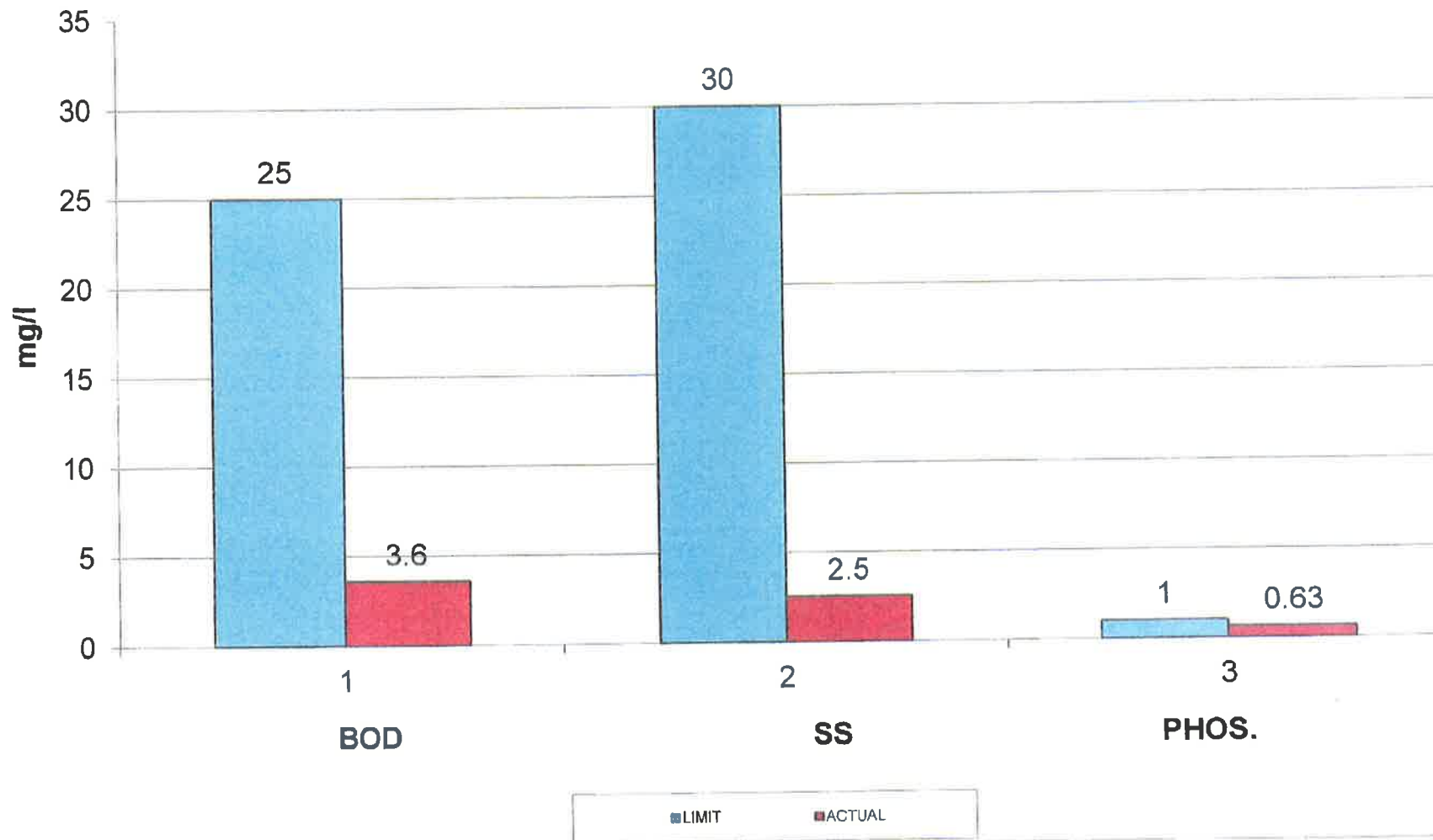
## Appendix B



## DESIGN FLOW vs ACTUAL FLOW



## EFFLUENT LIMIT vs ACTUAL







## 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

## CITY OF LOWELL

### Application for Board or Commission Appointment

Name: JEFF DICKERMAN  
Address: 429 HIGH STREET, LOWELL, MI 49331  
Telephone Numbers: Home 616-897-9351 Cell 616-460-2473  
Email: jeff.dickerman@gmail.com  
Board or Commission Position Desired: LCTV ENDOWMENT BOARD

Please give a brief resume of your qualifications for the desired position (you may attach additional information):

AS A RESIDENT OF LOWELL SINCE 1988, I UNDERSTAND THE HISTORY AND MISSION OF THE LCTV ENDOWMENT BOARD. AS A SMALL BUSINESS OWNER IN LOWELL, I UNDERSTAND THE SIGNIFICANCE AND IMPORTANCE OF THE FUNDS ROLE IN SUPPORTING WORTHWHILE COMMUNITY PROJECTS.

IF APPOINTED, I WOULD CONTINUE THE TRADITION OF SUPPORTING WORTHWHILE COMMUNITY PROJECTS.

RESPECTFULLY SUBMITTED, JEFF DICKERMAN

Signature

Please return application to:

City of Lowell  
Attn: City Clerk  
301 East Main Street  
Lowell, MI 49331

Or by email to:  
[sullery@ci.lowell.mi.us](mailto:sullery@ci.lowell.mi.us)

RECEIVED

SEP 14 2018

CITY OF LOWELL  
LOWELL, MICHIGAN