



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

CITY OF LOWELL
CITY COUNCIL AGENDA

MONDAY, NOVEMBER 19, 2018, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. CONSENT AGENDA
 - Approval of the Agenda.
 - Approve and place on file the Regular and Closed minutes of the November 5, 2018 City Council meeting.
 - Authorize payment of invoices in the amount of \$95,552.30
3. RESIGNATION OF COUNCILMAN PHILLIPS
4. 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.

5. OLD BUSINESS
 - a. S. Broadway Project Coordination and Bond Budget
 - b. Proposal 1
6. NEW BUSINESS
 - a. Ordinance 18-06 – To Amend Chapter 15 – Planned Unit Development District
 - b. Downtown Master Plan
 - c. Sidewalk Grant Bid
7. BOARD/COMMISSION REPORTS
8. MONTHLY REPORTS
9. MANAGER'S REPORT
10. APPOINTMENTS
11. COUNCIL COMMENTS
12. ADJOURNMENT

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



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

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, November 19, 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 and Closed Session of the November 5, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$95,552.30

3. RESIGNATION OF COUNCILMAN PHILLIPS

4. 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.

5. OLD BUSINESS

- a. S. Broadway Update and Hudson Street Stoplight. Memo is provided by Assistant City Manager Rich LaBombard.

Recommended Motion: That the Lowell City Council approve postponing the S. Broadway paving and concrete work until spring 2019 and also approve a transfer of \$60,000 from the Major Street Fund to pay for the traffic signal installation at the intersection of Hudson and Bowes.

- b. Proposal 1.

6. NEW BUSINESS

- a. Ordinance 18-06 – To Amend Chapter 15 – Planned Unit Development District. Memo is provided by City Clerk Susan Ullery.

Recommended Motion: That the Lowell City Council adopt Ordinance 18-06.

- b. Downtown Master Plan and Resolution 34-18. Memo is provided by City Manager Mike Burns.

Recommended Motion: That the Lowell City Council approve the Downtown Master Plan and Resolution 34-18 as presented.

- c. Sidewalk Grant Bid. Memo is provided by Assistant City Manager Rich LaBombard.

Recommended Motion: That the City Council accept the bid in the amount of \$30,548.05 from Groundhawg and Landscaping.

7. BOARD/COMMISSION REPORTS

8. MONTHLY REPORTS

9. MANAGER'S REPORT

10. APPOINTMENTS

11 COUNCIL COMMENTS

12. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, NOVEMBER 05, 2018, 7:00 P.M.**

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

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

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

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Sue Ullery, DPW Director Rich LaBombard, Chief of Police Steve Bukala and City Attorney Dick Wendt.

2. APPROVAL OF THE CONSENT AGENDA.

- Approval of the Agenda with the removal of Item A- South Broadway Project Coordination and Bond Budget and the addition of a resolution attached for item c under new business.
- Approve and place on file the Committee of the Whole and Regular minutes of the October 15, 2018 City Council meeting as written.
- Authorize payment of invoices in the amount of \$503,272.88.

IT WAS MOVED BY CHAMBERS and seconded by PHILLIPS to approve the consent agenda as amended.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

4. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

None.

5. OLD BUSINESS.

a. Proposal 1.

City Attorney Dick Wendt explained the proposal and what it means to the City of Lowell and if the proposal is adopted, the next steps City Council will have to take.

6. NEW BUSINESS.

a. Amendment to the Sewer Ordinance.

1. Resolution 31-18

a private purpose, the portion of the land Vergennes Broadband would use, would become taxable and they would be responsible for the taxes. One stipulation, the parcel will remain in the City and cannot be detached. Upon the sale of the property, I request the City Council allow me to set aside proceeds to cover payments so I may utilize these for funding retiree healthcare premiums in the 2020 fiscal year. This would allow me to utilize the money I would have budgeted to be set aside for an out year.

Burns recommended the City enter into an agreement with Lowell Township to sell 2560 Bowes at a cost not to exceed \$20,000 contingent upon them entering into a lease agreement with Vergennes Broadband and the agreement not to detach the property from the City.

d. Rec Park Steering Committee.

City Manager Michael Burns explained that City Administration had recently met with Williams and Works to have our first meeting on the future Recreation Park feasibility study and discussed how to get the community involved. We believe a steering committee of approximately 20 people should be involved for the visioning of the future of the site as well as an online survey for the public. We will wait to implement plans once it is near or the fair vacates. If the Council is supportive of this, we would like to designate a Recreation Park Future Use Steering Committee for the feasibility study. City Administration will take the necessary steps to seek interested candidates from within the community.

e. Industrial Development District.

We received an Industrial Facility Tax Credit application for the new construction of a 41,000 sq. ft. facility to pack and warehouse packaged flour at 115 S. Broadway, King Milling. This property is located on the former Michigan Wire Property.

During our analysis of the application, we learned that part of the property is not currently in the Industrial Development District, which King Milling has. However, we discovered a portion of this property was in an Industrial Development District formed in 1978 for Michigan Wire. Additionally, the district formed was that of the expanded property which was given the abatement, not the entire property. As a result, if an Industrial Facility Tax Credit (IFTC) was granted, currently, only a portion of expansion on the property would be eligible. A new district would need to be formed to offer the IFTC.

Burns explained he is asking if the City Council would be interested in considering a request for an Industrial Facility Tax Credit to King Milling for the new facility. If so, he and the City Attorney will begin the process to formally establish the district and formally introduce the IFTC request. IFTC's are abatement of 50% of real and personal property taxes on the new investment. Since the State of Michigan will have completely phased out the personal property taxes on all the property in 2023, the impact to the applicant is the real property on the new expansion.

Burns stated King Milling has received IFTC's in the past. IFTC's can be established for up to 12 years, and he recommends to initially grant a five year IFTC, and then have the applicant return for the remaining seven years. This ensures the applicant has been compliant with proper documentation necessary for the abatement, along with assurances they have been paying taxes timely. The City Council all conceded to move forward with the process.

Mayor Devore stated he was able to judge the chili cook off, thanked Mike Larkin and said there were some great chili's.

Councilmember Jeff Phillips stated he just received a job promotion and his new job will conflict with his role as City Council member, so tonight will be his last council meeting. He thanked the City and the council and stated he has gained much information, knowledge and experience and has enjoyed working with everyone.

11. **MOTION TO GO INTO CLOSED SESSION.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to go into closed session at 8:21 pm.
YES: 5. NO: None. ABSENT: None. MOTION CARRIED.

12. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by PHILLIPS to adjourn at 10:02 pm.
YES: 5. NO: None. ABSENT: None. MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 31-18

**RESOLUTION APPROVING SANITARY SEWER SYSTEM
POLICIES AND PROCEDURES FOR DETERMINING
INDUSTRIAL ALLOCATION PORTION OF
WASTEWATER TREATMENT PLANT MAXIMUM
ALLOWABLE HEADWORKS LOADING**

Councilmember CANFIELD supported by Councilmember CHAMBERS moved the adoption of the following resolution:

WHEREAS, the City Council has on this date adopted Ordinance No. 18-05 providing for special discharge allocations to the City's wastewater treatment plant; and

WHEREAS, Ordinance No. 18-05 requires that its provisions are to be applied according to policies and procedures established by the City.

NOW, THEREFORE, BE IT RESOLVED:

1. That the policy and procedures titled "Procedure for Determining Industrial Allocable portion of MAHL" in the form presented at this meeting is approved.
2. That all resolutions or parts of resolutions in conflict herewith shall be, and the same are, hereby rescinded.

YEAS: Councilmembers Salzwedel, Phillips, Chambers, Canfield and Mayor DeVore

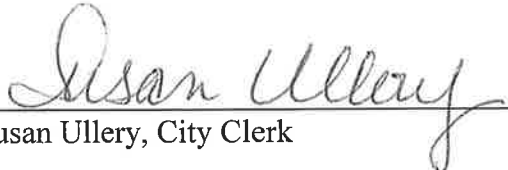
NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

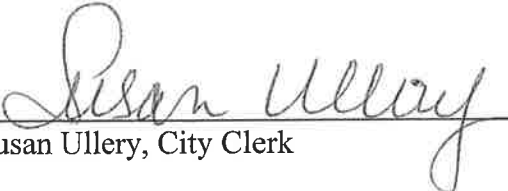
Dated: November 5, 2018


Susan Ullery, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell, at a regular meeting held on November 5, 2018, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: November 5, 2018


Susan Ullery, City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 18-05

AN ORDINANCE TO ADD SECTION 25.205A, "SPECIAL DISCHARGE ALLOCATION," TO DIVISION 1, "GENERAL PRETREATMENT REQUIREMENTS," OF ARTICLE VI, "SEWER DISCHARGE REQUIREMENTS AND ENFORCEMENT PROCEDURES," OF CHAPTER 25, "WATER AND SEWAGE DISPOSAL SERVICE," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL

Councilmember PHILLIPS, supported by Councilmember SALZWEDEL, moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Addition of Section 25.205A to Chapter 25. The following Section 25.205A, "Special Discharge Allocation," is added to Division 1, "General Pretreatment Requirements," of Article VI, "Sewer Discharge Requirements and Enforcement Procedures," of Chapter 25, "Water and Sewage Disposal Service," of the Code of Ordinances of the City of Lowell:

Sec. 25.205A. – Special discharge allocation.

A nondomestic user may, at the time of application for a wastewater discharge permit or after such permit has been issued, request that the uniform concentration limits of BOD, TSS and phosphorus be increased above the concentrations in Section 25.205(a) for that permit. Such special discharge allocation shall be expressed as total daily pounds of pollutant discharged. A user's special discharge allocation shall be determined using policies and procedures established by the city and in accordance with procedures approved by the Michigan Department of Environmental Quality. The city reserves the right to reduce or deny a special discharge allocation if total pollutant discharges are near or reach the maximum allowable headworks loading (the "MAHL") set forth in Table 1 below. The city reserves the right to amend the MAHL set forth in Table 1 at its discretion. The special discharge allocation must not result in the city's wastewater treatment plant, including the sanitary sewer collection system,

receiving pollutants in excess of its ability to convey and treat them. A user which requests a special discharge allocation must sign a written acknowledgement consenting to comply with all terms and conditions which may be imposed by the city. Such acknowledgement shall be in a form provided by the city and must be executed by an authorized representative of the user and be received by the city before any special discharge allocation is effective. The city reserves the right to review any permitted special discharge allocation at any time, pursuant to which the city, in its discretion, may reduce or eliminate a user's permitted or approved special discharge allocation. The user shall pay the established surcharge rate for all amounts discharged in excess of limits set forth in Section 25.205(a). Any discharge in excess of the amount permitted by the special discharge allocation is prohibited and is therefore in violation of this article and the user's wastewater discharge permit and subject to the provisions of Section 25.341, 25.342 and 25.343 hereof.

Table 1

Maximum Allowable Headworks Loading

<u>Pollutant</u>	<u>Loading (pounds/day)</u>
BOD	2570
TSS	2250
Total Phosphorus	118

Section 2. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YEAS: Councilmembers Phillips, Chambers, Canfield, May DeVore and
Councilmember Salzwedel

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

ORDINANCE DECLARED ADOPTED.

Dated: November 5, 2018


Susan Ullery
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on November 5, 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on November 14, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on November 24, 2018, and was effective November 24, 2018, ten (10) days after publication.

Dated November 5, 2018


Susan Ullery
City Clerk

CITY OF LOWELL
KENT COUNTY, MICHIGAN

RESOLUTION NO. 32-18

RESOLUTION AUTHORIZING SIGNATURES FOR A CONTRACT
BETWEEN THE CITY AND THE MICHIGAN DEPARTMENT OF
TRANSPORTATION INVOLVING
CONTRACT NO. 18-5449, PERMIT REFERENCE NO. 55177

Mayor DEVORE, supported by Councilmember CHAMBERS moved the adoption of the following resolution:

Be it resolved that
Contract No. 18-5449, Permit Reference Number 55177
by and between the
MICHIGAN DEPARTMENT OF TRANSPORTATION
and
THE CITY OF LOWELL
is hereby accepted.

The following City of Lowell Officials are authorized to sign the said contract:

Mike DeVore, Mayor
Susan Ullery, City Clerk

YEAS: Councilmembers Chambers, Canfield, Mayor Devore, Councilmembers
Salzwedel and Phillips

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

Dated: November 5, 2018


Susan Ullery, City Clerk

CERTIFICATION

I, the undersigned duly qualified and acting Clerk of the City of Lowell, Kent County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on November 5, 2018, the original of which is on file in my office and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: November 5, 2018


Susan Ullery, City Clerk

*please note this resolution
is held for 30 days from
November 5th meeting.*

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 33-18

**RESOLUTION APPROVING THE SALE OF 2560 BOWES
ROAD TO LOWELL CHARTER TOWNSHIP**

Councilmember _____, supported by Councilmember _____,
moved the adoption of the following resolution:

WHEREAS, the City advertised for bids for the purchase of City-owned property at
2560 Bowes Road (the "Property"); and

WHEREAS, the City received two bids, one from Lowell Charter Township (the
"Township") in the amount of \$20,550 and the other from Vergennes Broadband in the amount
of \$20,000; and

WHEREAS, as the City has determined that the Township's bid is the highest bid, and
has determined to sell the Property to the Township for the bid amount, subject to the terms and
conditions of this resolution.

NOW, THEREFORE, BE IT RESOLVED:

1. That the City shall sell Property through conveyance by quit claim deed to the
Township for a purchase price of \$20,550.
2. That the quit claim deed conveying the Property shall contain a covenant that the
Property shall always remain within the jurisdictional boundaries of the City.
3. That, as a condition of sale, the Township shall provide documentation,
acceptable to the City, that the Township has leased a portion of the Property to Vergennes
Broadband for location of some of its operating equipment.

4. That all resolutions or parts of resolutions in conflict herewith shall be, and the same are, hereby rescinded.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: November 5, 2018

Susan Ullery, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell, at a regular meeting held on November 5, 2018, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: November 5, 2018

Susan Ullery, City Clerk

11/16/2018 01:23 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/08/2018 - 11/16/2018
BOTH JOURNALIZED AND UNJOURNALIZED
PAID - CHECK TYPE: PAPER CHECK

Page: 1/5

Vendor Code	Vendor Name	Invoice	Description	Amount
01513	ADDORIO TECHNOLOGIES, LLC	7771	PROFESSIONAL SERVICES- LPD	460.00
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC				460.00
00015	ALEXANDER CHEMICAL CORP	SLC10075612	WTP CHEMICALS	1,539.00
TOTAL FOR: ALEXANDER CHEMICAL CORP				1,539.00
00050	BERNARDS ACE HARDWARE	OCT 2018	STATEMENT OF ACCOUNT	499.45
TOTAL FOR: BERNARDS ACE HARDWARE				499.45
10483	BOURGETTE, BOB	10/22/18	AIRPORT MOWERS R & M	358.95
TOTAL FOR: BOURGETTE, BOB				358.95
00065	BOUWHUIS SUPPLY, INC.	59445	DPW TOWELS	101.92
TOTAL FOR: BOUWHUIS SUPPLY, INC.				101.92
01375	BRECKEN, RALPH	11/7/2018	S-2 WATER EXAM TRAVEL EXPENSES	49.15
TOTAL FOR: BRECKEN, RALPH				49.15
10738	BROWN, AMY	11/7/2018	ELECTION INSPECTOR FOOD	62.25
TOTAL FOR: BROWN, AMY				62.25
00081	CALIBRE PRESS	64514	POLICE TRAINING - BROWN	159.00
TOTAL FOR: CALIBRE PRESS				159.00
10493	COMCAST CABLE	11/18 - 12/17	ACCOUNT STATEMENT	149.85
		11/8 - 12/7	ACCOUNT STATEMENT	129.85
TOTAL FOR: COMCAST CABLE				279.70
10509	CONSUMERS ENERGY	OCT 2018	ACCOUNT STATEMENT	7.34
TOTAL FOR: CONSUMERS ENERGY				7.34
01156	CURTIS CLEANERS	OCT 2018	POLICE DRY CLEANING	297.25
TOTAL FOR: CURTIS CLEANERS				297.25
10485	ELECTIONSOURCE	2018-42324	ELECTION SUPPLIES	41.98
		2018-42661	ELECTION SUPPLIES	70.00
TOTAL FOR: ELECTIONSOURCE				111.98

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Page: 2/5

Vendor Code	Vendor Name	Invoice	Description	Amount
02218	FLEX ADMINISTRATORS, INC.	997118	OCTOBER ADMIN FEES	18.00
TOTAL FOR: FLEX ADMINISTRATORS, INC.				18.00
00247	GEORGE HOFACKER	93998	CEMETERY R & M	63.74
TOTAL FOR: GEORGE HOFACKER				63.74
02478	GIVE EM A BRAKE SAFETY	60102	YEARLY RENTAL OF ARROW BOARD	900.00
TOTAL FOR: GIVE EM A BRAKE SAFETY				900.00
01944	GREATER LOWELL CHAMBER FOUND.	11/8/2018	2018-19 COMMUNITY WIDE MARKETING PLAN	40,000.00
TOTAL FOR: GREATER LOWELL CHAMBER FOUND.				40,000.00
01508	GTW	169917	EQUIP FUND	34.96
TOTAL FOR: GTW				34.96
00234	HACH COMPANY	11198899	WTP SUPPLIES	759.99
TOTAL FOR: HACH COMPANY				759.99
01893	HEARTHSTONE DESIGN STUDIO LLC	5881	2018 LOWELL SHOWBOAT CONSULTING	656.25
TOTAL FOR: HEARTHSTONE DESIGN STUDIO LLC				656.25
00248	HOOPER PRINTING	56105	POLICE ID BADGES	25.00
TOTAL FOR: HOOPER PRINTING				25.00
10726	J&K CATERING	0004	SHOWBOAT CONSULTING	1,087.40
TOTAL FOR: J&K CATERING				1,087.40
10779	KENT COUNTY DEPT OF PUBLIC WORKS	19640	INCENERATOR FEES	144.90
TOTAL FOR: KENT COUNTY DEPT OF PUBLIC WORKS				144.90
00300	KENT COUNTY TREASURER	11/14/2018	TRAILER FEES	557.50
TOTAL FOR: KENT COUNTY TREASURER				557.50
02209	KERKSTRA PORTABLE, INC.	130935	PORTABLE RESTROOM - REC PARK	210.00
TOTAL FOR: KERKSTRA PORTABLE, INC.				210.00
00317	LOWELL AREA CHAMBER	11/8/2018	CHRISTMAS FESTIVITIES & PARADE	6,450.00
		15773	EMPLOYEE LOWELL BUCKS	1,000.00
TOTAL FOR: LOWELL AREA CHAMBER				7,450.00

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Page: 3/5

Vendor Code	Vendor Name	Invoice	Description	Amount
02222	LOWELL AREA RECREATION AUTH.	11/2/2018	ANNUAL OPERATION & MAINTENANCE	2,000.00
TOTAL FOR: LOWELL AREA RECREATION AUTH.				2,000.00
00330	LOWELL LEDGER	10/31/2018	ACCOUNT STATEMENT	648.46
TOTAL FOR: LOWELL LEDGER				648.46
00390	METTLER TOLEDO, INC.	654676687	WTP PROFESSIONAL SERVICES	375.10
TOTAL FOR: METTLER TOLEDO, INC.				375.10
00414	MICHIGAN MUNICIPAL LEAGUE	18167	CDL CONSORTIUM DRIVERS FEE	350.00
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE				350.00
00424	MML WORKERS' COMP FUND	3017205	WORKERS COMP 2018-2019	11,224.00
TOTAL FOR: MML WORKERS' COMP FUND				11,224.00
01499	NAPA AUTO PARTS	OCT 2018	ACCOUNT STATEMENT	176.80
TOTAL FOR: NAPA AUTO PARTS				176.80
10778	NATIONAL PEN CO. LLC	110340045	POLICE DEPT PENS	54.51
TOTAL FOR: NATIONAL PEN CO. LLC				54.51
01369	NATIONAL TRUST FOR HISTORIC	10/1/2018	MEMBERSHIP DUES	30.00
TOTAL FOR: NATIONAL TRUST FOR HISTORIC				30.00
10356	NELSON, ERIC	11/5/18	AIRPORT FLY IN & SUPPLIES	227.74
		11/8/2018	AIRPORT SUPPLIES	92.19
TOTAL FOR: NELSON, ERIC				319.93
00468	NYE UNIFORM COMPANY	673572	POLICE EQUIPMENT	89.50
		673575	POLICE EQUIPMENT	89.50
		673946	POLICE EQUIPMENT	89.50
		675397	POLICE UNIFORMS	27.00
		678559	POLICE UNIFORMS	12.50
TOTAL FOR: NYE UNIFORM COMPANY				308.00
01270	PLUMMERS ENVIRONMENTAL SERVICE	1881454	JETTED STROM DRAIN	2,223.00
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE				2,223.00
00506	POSTMASTER	11/20/2018	FIRST CLASS PERMIT #25 FEE	225.00
TOTAL FOR: POSTMASTER				225.00

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02331	PROGRESSIVE HEATING COOLING, CORP.			
	2015263		CITY HALL SERVICE CALL	649.12
	2015285		DPW QRTL Y MAINT	112.00
	2015301		CITY HALL QTRL Y R&M	417.00
	2015302		LIBRARY QTRL Y R & M	398.00
	2015309		MUSEUM QTRL Y R & M	180.00
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.				1,756.12
10133	RED CREEK			
	8AR00454		TRASH SERVICE	493.62
TOTAL FOR: RED CREEK				493.62
10732	REVIZE LLC			
	7404		WEBSITE CONVERSION & IMPLEMENTATION	2,425.00
TOTAL FOR: REVIZE LLC				2,425.00
02539	RONDA AUTO CENTERS			
	10/31/18		ACCOUNT STATEMENT	69.95
TOTAL FOR: RONDA AUTO CENTERS				69.95
00827	RS TECHNICAL SERVICES, INC.			
	20920		WTP PROFESSIONAL SERVICES	1,374.24
TOTAL FOR: RS TECHNICAL SERVICES, INC.				1,374.24
10378	RUESINK, KATHIE			
	541092/541093		CLEANING SERVICES	570.00
TOTAL FOR: RUESINK, KATHIE				570.00
02575	SELF SERVE LUMBER			
	OCT 2018		ACCOUNT STATEMENT	640.54
TOTAL FOR: SELF SERVE LUMBER				640.54
00572	SHOWBOAT AUTOMOTIVE SUPPLY			
	10/31/2018		STATEMENT OF ACCOUNT	21.20
TOTAL FOR: SHOWBOAT AUTOMOTIVE SUPPLY				21.20
00615	STATE OF MICHIGAN			
	11/1/2018		ASSESSOR CERTIFICATION 2019 - J RASHID	175.00
TOTAL FOR: STATE OF MICHIGAN				175.00
01668	STATE OF MICHIGAN			
	761-10377592		MI SAFE DRINKING WATER ACT FEE	1,338.05
TOTAL FOR: STATE OF MICHIGAN				1,338.05
10341	STATE OF MICHIGAN			
	551-528617		POLICE LIVE SCAN	546.00
TOTAL FOR: STATE OF MICHIGAN				546.00
10514	SUPPLYGEEKS			
	558570-0		OFFICE SUPPLIES	283.13
TOTAL FOR: SUPPLYGEEKS				283.13

11/16/2018 01:23 PM
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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/08/2018 - 11/16/2018
BOTH JOURNALIZED AND UNJOURNALIZED
PAID - CHECK TYPE: PAPER CHECK

Page: 5/5

Vendor Code	Vendor Name	Invoice	Description	Amount
10780	SYMBOLARTS, LLC	0318387-IN	POLICE EQUIPMENT	1,285.00
TOTAL FOR: SYMBOLARTS, LLC				1,285.00
01275	THE VERDIN COMPANY	0184636	STREET CLOCK 2019 MAINTENANCE AGREEMENT	630.00
TOTAL FOR: THE VERDIN COMPANY				630.00
02458	TIMPSON TRANSPORT, INC.	8868	SALT HAULING FROM KCRC	231.00
TOTAL FOR: TIMPSON TRANSPORT, INC.				231.00
00633	TIP TOP GRAVEL CO.	044720	WASHED SAND FOR STREETS	1,209.00
TOTAL FOR: TIP TOP GRAVEL CO.				1,209.00
10543	TRACTOR SUPPLY CREDIT PLAN	OCT 2018	ACCOUNT STATEMENT	259.87
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN				259.87
10069	TRUGREEN	94792188	WTP LAWN CARE	110.85
		OCT 2018	REC PARK/FOOTBALL FIELD LAWN CARE	123.00
TOTAL FOR: TRUGREEN				233.85
10484	VERGENNES BROADBAND	3521-20181116-1	AIRPORT INTERNET	49.99
TOTAL FOR: VERGENNES BROADBAND				49.99
02277	VERIZON WIRELESS	9817422933	ACCOUNT STATEMENT	40.01
TOTAL FOR: VERIZON WIRELESS				40.01
02203	VISA	OCT 2018	VISA STATEMENT	2,531.71
TOTAL FOR: VISA				2,531.71
00692	WILLIAMS & WORKS INC.	86247	ENGINEERING SERVICES	1,053.00
		86386	ENGINEERING SERVICES	4,317.52
TOTAL FOR: WILLIAMS & WORKS INC.				5,370.52
02205	WINZER CORPORATION	6236617	REPAIR & MAINTENANCE	249.97
TOTAL FOR: WINZER CORPORATION				249.97
TOTAL - ALL VENDORS				95,552.30

11/16/2018 01:23 PM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/08/2018 - 11/16/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/6

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	ACCOUNT STATEMENT	18.55	72072
101-000-085.000	DUE FROM LIGHT & POWER	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72072
101-000-085.000	DUE FROM LIGHT & POWER	POSTMASTER	FIRST CLASS PERMIT #25 FE	112.50	72100
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES	111.50	72086
101-000-225.000	DUE TO SET -TRAILER FEES	KENT COUNTY TREASURER	TRAILER FEES	446.00	72086
101-000-264.003	WORKERS COMP INSURANCE PA	MML WORKERS' COMP FUND	WORKERS COMP 2018-2019	11,224.00	72093
Total For Dept 000				11,931.10	
Dept 101 COUNCIL					
101-101-880.000	COMMUNITY PROMOTION	LOWELL AREA CHAMBER	EMPLOYEE LOWELL BUCKS	1,000.00	72088
Total For Dept 101 COUNCI				1,000.00	
Dept 172 MANAGER					
101-172-864.000	CONFERENCES & CONVENTIONS	VISA	VISA STATEMENT	579.30	72121
Total For Dept 172 MANAGE				579.30	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	BROWN, AMY	ELECTION INSPECTOR FOOD	62.25	72070
101-191-740.000	OPERATING SUPPLIES	ELECTIONSOURCE	ELECTION SUPPLIES	70.00	72075
101-191-740.000	OPERATING SUPPLIES	ELECTIONSOURCE	ELECTION SUPPLIES	41.98	72075
101-191-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	164.28	72090
Total For Dept 191 ELECTI				338.51	
Dept 209 ASSESSOR					
101-209-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	40.47	72112
101-209-955.000	MISCELLANEOUS EXPENSE	STATE OF MICHIGAN	ASSESSOR CERTIFICATION 20	175.00	72109
Total For Dept 209 ASSESS				215.47	
Dept 215 CLERK					
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	354.92	72090
101-215-955.000	MISCELLANEOUS EXPENSE	VISA	VISA STATEMENT	10.59	72121
Total For Dept 215 CLERK				365.51	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	OCTOBER ADMIN FEES	18.00	72076
101-253-955.000	MISCELLANEOUS EXPENSE	KENT COUNTY DEPT OF PUBLI	INCENERATOR FEES	144.90	72085
Total For Dept 253 TREASU				162.90	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	43.34	72112
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	97.11	72112
101-265-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	84.99	72117
101-265-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	64.93	72102
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	390.00	72106
101-265-802.000	CONTRACTUAL	PROGRESSIVE HEATING COOLI	CITY HALL QTRLY R&M	417.00	72101
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	149.85	72072
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72072
101-265-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	CITY HALL SERVICE CALL	649.12	72101
Total For Dept 265 CITY H				1,914.89	
Dept 276 CEMETERY					
101-276-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	30.00	72102
101-276-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	39.34	72090
Total For Dept 276 CEMETE				69.34	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	POLICE LIVE SCAN	546.00	72111
101-301-727.000	OFFICE SUPPLIES	NATIONAL PEN CO. LLC	POLICE DEPT PENS	54.51	72095
101-301-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	59.68	72112
101-301-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	29.98	72066
101-301-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	34.00	72121
101-301-744.000	UNIFORMS	CURTIS CLEANERS	POLICE DRY CLEANING	297.25	72074

11/16/2018 01:23 PM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/08/2018 - 11/16/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	12.50	72098
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	27.00	72098
101-301-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72072
101-301-930.000	R & M EQUIPMENT	HOOPER PRINTING	POLICE ID BADGES	25.00	72083
101-301-930.000	R & M EQUIPMENT	VISA	VISA STATEMENT	63.59	72121
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	VISA STATEMENT	5.80	72121
101-301-957.000	TRAINING	CALIBRE PRESS	POLICE TRAINING - BROWN	159.00	72071
101-301-984.000	EQUIPMENT	NYE UNIFORM COMPANY	POLICE EQUIPMENT	89.50	72098
101-301-984.000	EQUIPMENT	NYE UNIFORM COMPANY	POLICE EQUIPMENT	89.50	72098
101-301-984.000	EQUIPMENT	NYE UNIFORM COMPANY	POLICE EQUIPMENT	89.50	72098
101-301-984.000	EQUIPMENT	SYMBOLARTS, LLC	POLICE EQUIPMENT	1,285.00	72113
101-301-984.000	EQUIPMENT	VISA	VISA STATEMENT	207.33	72121
Total For Dept 301 POLICE				3,093.69	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	2,670.00	72123
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	450.00	72123
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	730.00	72123
Total For Dept 400 PLANNI				3,850.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	27.97	72066
101-441-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	DPW TOWELS	101.92	72068
101-441-802.000	CONTRACTUAL	MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM DRIVERS FE	350.00	72092
101-441-802.000	CONTRACTUAL	PROGRESSIVE HEATING COOLI	DPW QRTLY MAINT	112.00	72101
101-441-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	207.86	72102
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72072
Total For Dept 441 DEPART				818.30	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	126.22	72066
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	64.97	72117
101-751-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	314.96	72121
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM - REC P	210.00	72087
101-751-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	143.81	72102
101-751-802.000	CONTRACTUAL	TRUGREEN	REC PARK/FOOTBALL FIELD L	123.00	72118
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	97.95	72066
101-751-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	619.67	72107
Total For Dept 751 PARKS				1,700.58	
Dept 774 RECREATION CONTRIBUTIONS					
101-774-886.000	RECREATION CONTRIBUTIONS	LOWELL AREA RECREATION AU	ANNUAL OPERATION & MAINTENANCE	2,000.00	72089
Total For Dept 774 RECREA				2,000.00	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	42.53	72112
101-790-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	47.02	72102
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	180.00	72106
101-790-802.000	CONTRACTUAL	PROGRESSIVE HEATING COOLI	LIBRARY QTRLY R & M	398.00	72101
Total For Dept 790 LIBRAR				667.55	
Dept 803 HISTORICAL DISTRICT COMMISSION					
101-803-955.000	MISCELLANEOUS EXPENSE	NATIONAL TRUST FOR HISTOR	MEMBERSHIP DUES	30.00	72096
Total For Dept 803 HISTOR				30.00	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	5.49	72107
101-804-887.000	CONTRIBUTIONS & MAINTENANCE	PROGRESSIVE HEATING COOLI	MUSEUM QTRLY R & M	180.00	72101
Total For Dept 804 MUSEUM				185.49	
Total For Fund 101 GENERA				28,922.63	

11/16/2018 01:23 PM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/08/2018 - 11/16/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 3/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	13.99	72117
	Total For Dept 463 MAINTENANCE			13.99	
Dept 474 TRAFFIC					
202-474-940.000	RENTALS	GIVE EM A BRAKE SAFETY	YEARLY RENTAL OF ARROW BO	300.00	72078
	Total For Dept 474 TRAFFIC			300.00	
Dept 478 WINTER MAINTENANCE					
202-478-740.000	OPERATING SUPPLIES	TIMPSON TRANSPORT, INC.	SALT HAULING FROM KCRC	115.50	72115
202-478-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	WASHED SAND FOR STREETS	604.50	72116
	Total For Dept 478 WINTER			720.00	
	Total For Fund 202 MAJOR			1,033.99	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	638.00	72123
	Total For Dept 450 CAPITAL			638.00	
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	PLUMMERS ENVIRONMENTAL SE	JETTED STORM DRAIN	2,223.00	72099
203-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	53.95	72117
203-463-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	41.97	72117
	Total For Dept 463 MAINTENANCE			2,318.92	
Dept 478 WINTER MAINTENANCE					
203-478-740.000	OPERATING SUPPLIES	TIMPSON TRANSPORT, INC.	SALT HAULING FROM KCRC	115.50	72115
203-478-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	WASHED SAND FOR STREETS	604.50	72116
	Total For Dept 478 WINTER			720.00	
	Total For Fund 203 LOCAL			3,676.92	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	6.49	72066
248-463-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	15.38	72107
248-463-930.000	REPAIR & MAINTENANCE	THE VERDIN COMPANY	STREET CLOCK 2019 MAINTEN	630.00	72114
	Total For Dept 463 MAINTENANCE			651.87	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	GREATER LOWELL CHAMBER FO	2018-19 COMMUNITY WIDE MA	40,000.00	72079
248-740-880.000	COMMUNITY PROMOTION	LOWELL AREA CHAMBER	CHRISTMAS FESTIVITIES & P	6,450.00	72088
	Total For Dept 740 COMMUN			46,450.00	
	Total For Fund 248 DOWNTOWN			47,101.87	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 474 TRAFFIC					
260-474-740.000	OPERATING SUPPLIES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	467.52	72123
	Total For Dept 474 TRAFFIC			467.52	
Dept 751 PARKS					
260-751-740.000	OPERATING SUPPLIES	HEARTHSTONE DESIGN STUDIO	2018 LOWELL SHOWBOAT CONS	656.25	72082
260-751-740.000	OPERATING SUPPLIES	J&K CATERING	SHOWBOAT CONSULTING	1,087.40	72084
	Total For Dept 751 PARKS			1,743.65	
	Total For Fund 260 DESIGN			2,211.17	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	17.40	72066
581-000-740.000	OPERATING SUPPLIES	NELSON, ERIC	AIRPORT SUPPLIES	92.19	72097
581-000-740.000	OPERATING SUPPLIES	NELSON, ERIC	AIRPORT FLY IN & SUPPLIES	109.36	72097
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	7.34	72073
581-000-930.000	REPAIR & MAINTENANCE	BOURGETTE, BOB	AIRPORT MOWERS R & M	358.95	72067
581-000-930.000	REPAIR & MAINTENANCE	NELSON, ERIC	AIRPORT FLY IN & SUPPLIES	118.38	72097

11/16/2018 01:23 PM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/08/2018 - 11/16/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 4/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 581 AIRPORT FUND					
Dept 000					
581-000-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	STATEMENT OF ACCOUNT	21.20	72108
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT INTERNET	49.99	72119
Total For Dept 000				774.81	
Total For Fund 581 AIRPOR				774.81	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72072
Total For Dept 000				18.55	
Dept 551 COLLECTION					
590-551-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	39.98	72121
590-551-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	REPAIR & MAINTENANCE	47.02	72124
590-551-940.000	RENTALS	GIVE EM A BRAKE SAFETY	YEARLY RENTAL OF ARROW BO	300.00	72078
Total For Dept 551 COLLEC				387.00	
Dept 552 CUSTOMER ACCOUNTS					
590-552-955.000	MISCELLANEOUS EXPENSE	POSTMASTER	FIRST CLASS PERMIT #25 FE	56.25	72100
Total For Dept 552 CUSTOM				56.25	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	207.50	72123
Total For Dept 553 ADMINI				207.50	
Total For Fund 590 WASTE				669.30	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	120.98	72066
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP SUPPLIES	759.99	72081
591-570-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	39.99	72121
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	(500.00)	
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	1,539.00	72065
591-570-801.000	PROFESSIONAL SERVICES	METTLER TOLEDO, INC.	WTP PROFESSIONAL SERVICES	375.10	72091
591-570-801.000	PROFESSIONAL SERVICES	RS TECHNICAL SERVICES, IN	WTP PROFESSIONAL SERVICES	1,374.24	72105
591-570-802.000	CONTRACTUAL	TRUGREEN	WTP LAWN CARE	110.85	72118
591-570-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72072
591-570-955.000	MISCELLANEOUS EXPENSE	LOWELL LEDGER	ACCOUNT STATEMENT	89.92	72090
591-570-955.000	MISCELLANEOUS EXPENSE	STATE OF MICHIGAN	MI SAFE DRINKING WATER AC	1,338.05	72110
Total For Dept 570 TREATM				5,266.67	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	15.99	72066
591-571-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	39.98	72121
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	40.01	72120
591-571-864.000	CONFERENCES & CONVENTIONS	BRECKEN, RALPH	S-2 WATER EXAM TRAVEL EXP	45.78	72069
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	2.49	72066
591-571-940.000	RENTALS	GIVE EM A BRAKE SAFETY	YEARLY RENTAL OF ARROW BO	300.00	72078
591-571-955.000	MISCELLANEOUS EXPENSE	BRECKEN, RALPH	S-2 WATER EXAM TRAVEL EXP	3.37	72069
Total For Dept 571 DISTRI				447.62	
Dept 573 ADMINISTRATION					
591-573-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	ENGINEERING SERVICES	207.50	72123
591-573-955.000	MISCELLANEOUS EXPENSE	POSTMASTER	FIRST CLASS PERMIT #25 FE	56.25	72100
Total For Dept 573 ADMINI				263.75	
Total For Fund 591 WATER				5,978.04	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	910.03	72121
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES- LP	460.00	72064
636-000-986.000	COMPUTER DATA PROCESSING	REVIZE LLC	WEBSITE CONVERSION & IMPL	2,425.00	72103

11/16/2018 01:23 PM
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/08/2018 - 11/16/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 5/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 636 DATA PROCESSING FUND					
Dept 000					
Total For Dept 000				3,795.03	
Total For Fund 636 DATA P				3,795.03	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	53.98	72066
661-895-930.000	REPAIR & MAINTENANCE	GEORGE HOFACKER	CEMETERY R & M	63.74	72077
661-895-930.000	REPAIR & MAINTENANCE	GTW	EQUIP FUND	34.96	72080
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	176.80	72094
661-895-930.000	REPAIR & MAINTENANCE	RONDA AUTO CENTERS	ACCOUNT STATEMENT	69.95	72104
661-895-930.000	REPAIR & MAINTENANCE	VISA	VISA STATEMENT	286.16	72121
661-895-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	REPAIR & MAINTENANCE	202.95	72124
Total For Dept 895 FLEET				888.54	
Total For Fund 661 EQUIPM				888.54	

11/16/2018 01:23 PM
User: LORI
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 11/08/2018 - 11/16/2018
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	28,922.63
Fund 202	MAJOR STREET FUN	1,033.99
Fund 203	LOCAL STREET FUN	3,676.92
Fund 248	DOWNTOWN DEVELOP	47,101.87
Fund 260	DESIGNATED CONTR	2,211.17
Fund 581	AIRPORT FUND	774.81
Fund 590	WASTEWATER FUND	669.30
Fund 591	WATER FUND	5,978.04
Fund 636	DATA PROCESSING	3,795.03
Fund 661	EQUIPMENT FUND	888.54

95,052.30

11/1/18

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

Dear Mike,

It is with regret that I am writing to inform you of my decision to resign my position and seat on the Lowell City Council, effective 11/6/18 @ 8:00am EST.

I have acquired a new position with my current employment and my commitments will become too great for me to be able to fulfill my position on the Council, and I feel it's best for me to make room for someone with the time and energy to devote to the job.

It has been a pleasure being part of the Lowell City Council and I'm so proud of all we've been able to accomplish these past 3 years.

Best Regards,

A handwritten signature in black ink, appearing to read "Jeff Phillips", written over the printed name.

Jeffery T. Phillips



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: November 16, 2018

TO: Michael Burns
City Manager

FROM: Rich LaBombard *RML*
Assistant City Manager

RE: S. Broadway Project Coordination and
Bond Budget

Prein and Newhof has recently brought forward several issues pertaining to the completion of the road and sidewalk work on S. Broadway between Ottawa Street and the railroad tracks and the coordination of the King Milling site development on the old Michigan Wire property.

Prein and Newhof is proposing to postpone the paving and concrete work on the S. Broadway until spring 2019 to allow work to progress on King Milling's development site. Postponing the right-of-way work will ensure the new paving and concrete is not damaged in the course of development activities at the former Michigan Wire site and it will also ensure the final road and curb work will align well with the proposed drive approaches.

Furthermore, as a result of the recent lockout by the Michigan Infrastructure and Transportation Association involving the Operating Engineers Local 324, subcontractors are proposing steep price increases to complete work prior to the end of the regular construction season. The lockout resulted in a backlog of work and contractors have raised prices on asphalt by 60 percent and concrete by 15 percent due to high demand. Postponing the S. Broadway paving and concrete work should result in a more normal pricing structure in the spring. Proceeding with the work this season will result in a \$17,000 increase to the budget.

Finally, as part of the planned rerouting of King Milling truck traffic from the downtown, a traffic signal at Bowes and Hudson was added to the \$3.2 million bond issued in 2017 for the S. Broadway utility and street project. However, upon attorney review it was determined that the bond was not structured to include the addition of traffic signal work to the overall scope of work. Therefore, the City's \$60,000 share of the signal work will have to be paid from another fund to correct the issue. Since the signal is located on a major street, the Major Street Fund can be used to pay for the work. Funds are available in the Major Street Fund for this activity.

I recommend that the Lowell City Council approve postponing the S. Broadway paving and concrete work until spring 2019 and also approve a transfer of \$60,000 from the Major Street Fund to pay for the traffic signal installation at the intersection of Hudson and Bowes.



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: November 16, 2018
TO: Michael Burns
City Manager
FROM: Susan Ullery, City Clerk MB / Sh
RE: Ordinance 18-06 Planned Unit
Developments – Proposed Amendments

At its November 12, 2018 Planning Commission meeting the Commission recommended to the City Council approval of the proposed amendments to Chapter 15 – Planned Unit Developments. Due to the extensive nature of the amendments, both a clean and marked-up version is attached.

I have also included a memo from Andy Moore of Williams and Works that summarizes the changes. Moore will be present to address any questions or concerns.

Recommended Motion: That the Lowell City Council adopt Ordinance 18-06, Planned Unit Developments.

williams&works

engineers | surveyors | planners

MEMORANDUM

To: City of Lowell Planning Commission
Date: October 2, 2018
From: Andy Moore, AICP
RE: **Planned Unit Developments – Proposed Amendments**

The purpose of this memorandum is to review the updated provisions related to Planned Unit Developments (PUDs) in the City of Lowell. Due to the extensive nature of the amendments, we have provided both clean and marked-up versions of the updated Chapter to allow Commissioners to track the amendments. The following language includes additions and edits (**highlighted**) to existing Zoning Ordinance text.

A summary of the changes is as follows:

1. Sections 15.01 and 15.02 were expanded to allow for a greater variety of PUD projects in the City.
2. The qualifying conditions in Section 15.02 were modified to allow for parcels smaller than 5 acres to be developed as PUDs.
3. The permitted land uses in Section 15.03 were liberalized to allow for more potential land uses in a PUD, as long as such uses are consistent with the underlying district, the Master Plan, and existing and adjacent uses.
4. Also in Section 15.03, language was added specifying what the maximum permitted density would be for residential and non-residential PUDs.
5. Additional language was added in Section 15.04 related to non-residential and mixed-use PUDs.
6. Section 15.05 was renamed "Design Standards." The general standards were removed and are now stated in Section 15.10. Additional language was added permitting deviations from the requirements of the underlying district, and standards were added to justify such deviations.
7. In section 15.06, open space provisions were largely unchanged.
8. In sections 15.07-15.11, application procedures were expanded and clarified. As proposed, an applicant is required to submit a PUD concept plan for approval by the Planning Commission and City Council. If approved, the applicant would then return to the Planning Commission with additional detail for final plan review (see 15.11). Public hearings would be required by both the Planning Commission and City Council during the "concept plan" review.
9. Section 15.10 specifies the standards that must be met in order for a PUD to be approved.

10. Section 15.12 allows for concurrent review of a preliminary and final development plan, at the applicant's option (and risk).
11. Section 15.13 addresses a number of items that would apply to approved projects, such as project phasing, amendments, expiration, and other administrative items.

We look forward to reviewing these changes with you at October 8 meeting. If there are any questions, please feel free to contact us.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 18-06

**AN ORDINANCE TO AMEND CHAPTER 15 – PLANNED UNIT DEVELOPMENT
DISTRICT, OF APPENDIX A, “ZONING,” OF THE CODE OF ORDINANCES OF
THE CITY OF LOWELL**

Councilmember _____, supported by Councilmember _____,
moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment of Chapter 15. Chapter 15 of Appendix A, “Zoning,” of the Code
of Ordinance of the City of Lowell is amended in its entirety to read as follows:

CHAPTER 15 - PUD - PLANNED UNIT DEVELOPMENT DISTRICT

SECTION 15.01 - DESCRIPTION AND PURPOSE

Description. This chapter offers an alternative to conventional development and traditional zoning standards by permitting flexibility in the regulations for development through the authorization of Planned Unit Development (PUD) districts. The standards in this chapter are intended to promote and encourage development on parcels of land that are suitable in size, location, and character for the uses proposed, and are further intended to ensure compatibility with adjacent land uses, the City’s Master Plan and, where applicable, the existing natural features of the area.

Purpose. The use, area, height, bulk, and placement regulations of this chapter are primarily applicable to the usual situation of one principal building on a lot. In certain developments, these requirements might result in situations less in the interest of public health, safety, and welfare than if a controlled degree of flexibility were allowed. The purpose of a PUD is to permit and control the development of planned areas for various compatible uses allowed by the zoning ordinance and for other uses not so provided. It is intended that uses in a PUD afford each type of land use reasonable protection from encroachment or interference by other incompatible land uses, and that reasonable protection be afforded to uses adjacent to a PUD.

SECTION 15.02 - OBJECTIVES AND QUALIFYING CONDITIONS

A. The degree to which the following objectives are satisfied shall be considered by the planning commission and city council in its review of a PUD in order to realize the inherent advantages of coordinated, flexible, comprehensive, long-range planning and development of such planned development:

1. To encourage the provision and protection of open spaces, cultural/historic resources, the development of recreational amenities, and, where included in the plan, other support facilities in a generally central location within reasonable distance of all dwelling units.
2. To encourage developers to use a more creative and imaginative approach in the development of property.
3. To allow for market-driven development or redevelopment in places that are most conducive to accommodating additional activity.
4. To facilitate economic development through the creation of a mix of uses and/or building types.
5. To create walkable developments with pedestrian-oriented buildings and open space that connects to nearby destinations or neighborhoods.
6. To provide for the adaptive re-use of significant or historic buildings;
7. To allow phased construction with the knowledge that subsequent phases will be approved as originally planned and approved by the city.
8. To promote flexibility in design and to permit planned diversification in the location of structures.
9. To promote the efficient use of land to facilitate a more economic arrangement of buildings, circulation systems, land use, and utilities.
10. To minimize adverse traffic impacts and to accommodate safe and efficient pedestrian access and circulation;
11. To provide for redevelopment of sites and/or buildings that are under-developed or have fallen into disrepair;
12. To combine and coordinate architectural styles, building forms, and building relationships within the PUD; and
13. To ensure a quality of construction commensurate with other developments within the city.

B. Qualifying Conditions.

1. Ownership. The tract of land for which a PUD application is received must be either in one (1) ownership or with written approval of the owners of all affected properties.
2. Conditions. To be considered as a PUD, the proposed development must fulfill at least one (1) of the following conditions:

- a. The PUD contains two (2) or more separate and distinct uses, for example, residential dwellings and office or commercial uses;
 - b. The PUD site exhibits significant natural features encompassing at least twenty-five (25) percent of the land area of the PUD which will be preserved as a result of the PUD plan.
 - c. The PUD is designed to preserve, in perpetuity, at least sixty (60) percent of the total area of the site as open space.
 - d. The PUD constitutes a significant redevelopment of an underutilized or vacant property where conventional development may not be feasible.
3. Master Plan. The applicant shall demonstrate that the proposed PUD is consistent with the adopted master plan.

SECTION 15.03 - USES PERMITTED BY RIGHT AND RESIDENTIAL DENSITY

- A. The following uses may be permitted in a PUD:
1. Uses permitted by right or by special land use in the underlying zoning district;
 2. Any use that is determined to be consistent with the master plan;
 3. A combination of residential, commercial, and public uses which are compatible with existing and adjacent land uses;
- B. Only those uses approved for the PUD shall thereafter be permitted within the PUD.
- C. For PUDs located in non-residential or mixed use districts, the maximum number of dwelling units permitted in a PUD shall be determined by the planning commission in consideration of the master plan, existing and future surrounding land uses, capacity of public utilities and services, and other applicable factors.
- D. For PUDs located in residential zoning districts, the permitted density shall not be greater than that permitted by the zone district in which the proposed uses are permitted. If the PUD lies in more than one (1) zone district, then the number of dwelling units shall be calculated on a proportionate basis.
- E. The total amount of land to be used for the calculation of the permitted density in a PUD in subsection D above shall be determined by using the net developable area, which shall be determined by taking the total site area and subtracting lands used or dedicated for existing public easements and existing public or private street rights-of-way.
- F. Land not proposed for development and not used or dedicated existing public or private street rights-of-way or other infrastructure, but used for the calculation of overall density, shall be considered open space and subject to the requirements of section 15.06.

SECTION 15.04 – NON-RESIDENTIAL AND MIXED USE PUDS

- A. All uses shall be integrated into the design of the project with similar architectural and site development elements, such as signs, landscaping, etc.

- B. Mixed uses may be permitted only if they will not materially alter the character of the neighborhood and/or the PUD.
- C. All merchandise for display, sale, or lease shall be entirely within an enclosed building(s).
- D. Buildings designed for non-residential uses shall be constructed according to the following requirements:
 - 1. If the entire PUD contains fewer than twenty (20) dwelling units, seventy-five (75) percent of these units must be constructed prior to construction of any non-residential use.
 - 2. If the PUD contains more than twenty (20) dwelling units, fifty (50) percent of these units shall be constructed prior to the construction of any non-residential use.

SECTION 15.05 – DESIGN STANDARDS

- A. Deviations from Minimum Requirements. In approving a PUD, the city may permit deviations from the lot area and width requirements, parking requirements, required buffers, building setback requirements, height limitations, and other requirements of the zoning ordinance provided that such deviations are consistent with all other requirements of this chapter and the following standards:
 - 1. The applicant shall identify, in writing, all proposed deviations from the underlying zoning district. Deviations may be approved by the city council after the planning commission recommendation. These adjustments may be permitted if they will result in a higher quality of development or better integration of the proposed use(s) within the vicinity.
 - 2. Deviations from the minimum requirements shall also satisfy at least one (1) of the following criteria:
 - a. The proposed deviations shall preserve the best natural features of the site;
 - b. The proposed deviations shall create, maintain, or improve habitat for wildlife;
 - c. The proposed deviations shall create, maintain, or improve open space for the residents;
 - d. The proposed deviations shall enhance the views into the site as well as the view from dwellings to be built on site;
 - e. The proposed deviations shall constitute an adaptive re-use or redevelopment of buildings and/or property, and/or;
 - f. The proposed deviations shall be necessary for the development or redevelopment of property that would not be feasible without the deviations.
- B. Other Requirements.
 - 1. All electric, cable, internet, and telephone transmission wires within the PUD shall be placed underground.

2. Signs are permitted in accordance with the zone district in which the proposed uses are permitted.
- C. Conditions. The city council may impose conditions with the approval of a PUD which are necessary to insure compliance with the standards for approval stated in this section and any other applicable standards contained in this chapter. Such conditions shall be considered an integral part of the PUD approval and shall be enforceable by the zoning enforcement officer.

SECTION 15.06 - OPEN SPACE

If open space is provided in the PUD, it shall meet the following considerations and requirements:

- A. Open space may be established to separate uses within the PUD.
- B. Open space areas shall be large enough and of proper dimensions so as to constitute a useable area, with adequate access, through easements or other similar arrangements, such that all properties within the entire PUD may reasonably utilize the available open space.
- C. Evidence shall be given that satisfactory arrangements will be made for the maintenance of open space to relieve the city of the future maintenance thereof.
- D. Open space may be provided where significant natural features may be preserved and/or be used for passive or active recreation.
- E. All land set aside as open space shall be deed restricted to ensure that the open space remains undeveloped in perpetuity. Land set aside for agriculture may, at the discretion of the property owner(s), be converted to open space, but shall not be used as land for the construction of additional dwellings, nor used for any other development.
- F. All open space shall be in joint ownership of the property owners within the PUD. A property owner's association or similar entity approved by the city shall be formed to take responsibility for the maintenance of the open space.
- G. The maintenance requirements of dedicated open space may include regular clearing and mowing or other active maintenance. Maintenance shall also include the removal of any accumulation of trash or waste material within the dedicated open space, clean up of storm damage, or removal of diseased plant materials, and similar improvements.
- H. To the extent possible, dedicated open space areas shall be continuous and contiguous throughout the PUD. Open space areas shall be large enough and of proper dimensions so as to contribute significantly to the purpose and objectives of the PUD.

SECTION 15.07 – GENERAL APPLICATION PROCEDURES

- A. The following steps, which are outlined in Section 15.08-15.11, shall apply to all applications for PUD approval, whether residential, non-residential, or mixed use:
 1. Preliminary Planning Commission Review (Optional). A preliminary plan may be submitted to the planning commission for initial review. The applicant may attend a pre-application review of the proposed PUD Plan with the planning commission.

2. PUD Plan and PUD Rezoning.

- a. The planning commission shall review the PUD plan and PUD rezoning application, hold a public hearing (if desired), and make a written recommendation to the city council.
- b. The city council shall review the PUD plan and PUD rezoning application, and the written recommendation and findings from the planning commission, hold a public hearing, and make a final decision.

3. PUD Final Site Plan Review. The zoning enforcement officer and other applicable city personnel shall review the PUD final site plan in accordance with section 15.11 of this chapter.

- B. An application for PUD shall be accompanied by a statement with regard to compliance with the standards required for approval in section 15.10, and other standards imposed by the zoning ordinance affecting the PUD under consideration.
- C. Either concurrently with the PUD plan application, or upon approval by the city council (with or without conditions), the applicant may apply for preliminary plat approval, condominium approval, and private road approval, as applicable.
- D. Approval of a PUD pursuant to this chapter shall constitute an amendment to the Lowell zoning ordinance and map.

SECTION 15.08 – PRELIMINARY PLANNING COMMISSION REVIEW (OPTIONAL)

- A. Preliminary plans of the proposed PUD may, at the applicant's option, be submitted for review to the planning commission prior to submission of an application for a PUD. The purpose of the meeting is to allow discussion between an applicant and the planning commission, and to inform the applicant of the acceptability of proposed plans prior to incurring extensive engineering and other costs which will be necessary for PUD review.
- B. As part of the pre-application review, the applicant shall submit a copy of a conceptual plan for the proposed PUD that shows the property location, boundaries, significant natural features, vehicular and pedestrian circulation, the proposed number and arrangement of lots or units with building envelopes, proposed open spaces, location of proposed buildings, and proposed land use(s) for the entire site.
- C. The planning commission shall advise the applicant regarding whether the proposed conceptual plan complies with the purpose and intent of this chapter, and if it qualifies for PUD rezoning pursuant to the qualifying conditions of section 15.02 of this chapter.
- D. Formal action shall not be taken at a preliminary planning commission review. Statements made at the pre-application conference or review by the planning commission shall not be considered binding commitments or an approval of the PUD plan.

SECTION 15.09 – PROCEDURES FOR PUD PLAN AND PUD REZONING

- A. Required Information. Following the preliminary review (if conducted), the applicant shall submit a completed application form for PUD rezoning, the required application fee, and

ten (10) copies and a PDF of the PUD plan to the planning commission at least twenty-one (21) days prior the next planning commission meeting.

The PUD plan shall be professionally prepared by a licensed engineer, architect, and/or landscape architect and shall be drawn to a scale of not less than one (1) inch = 100 feet. The PUD plan shall, at a minimum, contain the following information, unless specific items are determined to be not pertinent to the application by the zoning enforcement officer:

1. General Information.

- a. Name and firm address of the professional individual responsible for preparing site plan and his/her professional seal.
- b. Name and address of the property owner or petitioner.
- c. Scale, north arrow, and date.
- d. Acreage (gross and net).
- e. Zoning of adjacent properties.
- f. Legal property description.
- g. Existing Site Conditions:
 - 1) Boundary survey lines and setbacks.
 - 2) Location sketch showing site, adjacent streets and properties within 200 feet or as directed by the city.
 - 3) Location, width, and purpose of all existing easements and lease areas, including cross-access.
 - 4) Abutting street right(s)-of-way and width.
 - 5) Topography with contour intervals of no more than two (2) feet.
 - 6) Natural features such as wooded areas, surface water feature, floodplains or floodways, wetlands, slopes exceeding 15%, lakes, rivers, creeks, county drains, and other significant site features, including the area of such features.
 - 7) Existing buildings, structures, paved surfaces and areas, installed landscaping, and other significant physical infrastructure.
 - 8) Size and location of existing utilities and status, where applicable.
- h. Proposed Development:
 - 1) Layout of proposed buildings, structures, driveways, parking lots, streets, landscaped areas, and other physical infrastructure, as applicable, including the area of these improvements.
 - 2) Recreation areas, common use areas, dedicated open space, and areas to be conveyed for public use.
 - 3) Layout of sidewalks and/or pathways, both internal to the development and along the main road frontage.

- 4) Layout and typical dimensions of building envelopes, proposed parcels, and lots.
- 5) Parking, stacking, and loading calculations, if applicable.
- 6) Phasing plan, if applicable.
- 7) Conceptual plan for provision of public water and public sanitary sewer services.
- 8) Conceptual grading plan.
- 9) Conceptual stormwater plan.
- 10) Conceptual building types, including building elevations and footprints.

i. Additional Information:

- 1) A narrative, which shall describe the proposed PUD, the proposed timeframe of development, the zoning district(s) in which it will be located, the overall residential density of the project, and documentation indicating how the qualifying conditions in Section 15.02 and the standards of Section 15.10 are met.
- 2) A table detailing all requested deviations identified in the PUD Plan compared to the requirements of the zoning district in which the proposed PUD is located. This table shall clearly identify the requirement in comparison to the requested deviation.
- 3) The planning commission may require additional information from the applicant to better assist in the determination of PUD qualification such as, but not limited to, market studies, fiscal impact analysis, traffic impact studies, and environmental impact assessments.

B. Planning Commission Review and Optional Public Hearing.

1. The planning commission shall review the PUD Plan at a regular or special meeting and may hold a public hearing, though it is not required. Notice of the public hearing (if held) shall be provided in accordance with the Michigan Zoning Enabling Act, as amended.
2. The planning commission shall review the PUD plan in consideration of public comments, technical reviews from city staff and consultants, and other applicable standards and requirements. Within a reasonable timeframe, the planning commission shall recommend approval, approval with conditions, or denial of the PUD plan and PUD rezoning to the city council. The planning commission's recommendation shall be documented with findings to justify its recommendation.
3. In order to recommend approval of the PUD plan and PUD rezoning, the planning commission shall find that the standards of section 15.10 are satisfied.

C. City Council Review and Required Public Hearing.

1. Following receipt of a recommendation from the planning commission on the PUD plan and PUD rezoning, a public hearing of the city council shall be scheduled in accordance with the Michigan Zoning Enabling Act, as amended.
2. After the public hearing, the city council shall review the application in consideration of the planning commission's written recommendation, public hearing comments, technical reviews from city staff and consultants, and other applicable standards and requirements. Within a reasonable time, the city council shall approve, approve with conditions, or deny the PUD plan and PUD rezoning. The city council's decision shall be documented with written findings to justify its decision.
3. In accordance with the Michigan Zoning Enabling Act, as amended, the city council may place reasonable conditions on the approval of a PUD plan, including a performance guarantee pursuant to section 15.13(E). Conditions attached to the approval shall be incorporated into the ordinance adopting the PUD plan and PUD rezoning.
4. Approval of the PUD plan and PUD rezoning by the city council shall be incorporated into a rezoning amendment to the zoning ordinance and map. Such rezoning and PUD plan approval shall become effective after notification and publication as required by the Michigan Zoning Enabling Act, as amended.

SECTION 15.10 – PUD PLAN AND REZONING STANDARDS FOR APPROVAL

In order to approve a PUD plan and PUD rezoning, the planning commission and city council shall find that all of the following standards are met:

- A. The proposed PUD complies with the purpose and qualifying conditions of sections 15.01 and 15.02.
- B. The uses conducted within the proposed PUD, the PUD's impact on the community, and other aspects of the PUD are consistent with, and further implement the policies of, the adopted master plan.
- C. The proposed PUD shall be designed, constructed, operated, and maintained in a manner harmonious with the character of adjacent property, the surrounding uses of land, the natural environment, and the capacity of public services and facilities affected by the development.
- D. The proposed PUD shall not be hazardous to adjacent property or involve uses, activities, materials, or equipment that will be detrimental to the health, safety, or welfare of persons or property through the excessive production of traffic, noise, smoke, fumes, or glare.
- E. The proposed PUD shall not place demands on public services and facilities more than current or anticipated future capacity.
- F. The proposed PUD shall satisfy all applicable local, state, and federal laws, rules and, regulations.

SECTION 15.11 - PUD FINAL SITE PLAN - ADMINISTRATIVE REVIEW

1. Within one year after PUD plan and PUD rezoning approval by the city council, a minimum of four (4) copies and a PDF the PUD final site plan for the entire PUD (or at least one phase of the PUD) shall be submitted by the applicant in accordance with Chapter 18 of the zoning ordinance to the city clerk.
2. All PUD final site plans subsequently submitted shall conform to the approved PUD plan subject to minor revisions and all conditions attached to its approval, the ordinance adopting the PUD plan and PUD rezoning, and the requirements of this chapter.
3. If the PUD final site plan substantially conforms to the approved PUD plan subject to minor revisions and all conditions attached to its approval, the PUD adoption ordinance, and the requirements of this chapter, then the city shall approve the PUD final site plan.
4. Unless otherwise required by subsection 6 below, PUD final site plans shall be reviewed administratively by the zoning enforcement officer and any other applicable city personnel. In cases where it is unclear whether or not a site plan substantially conforms to the approved PUD plan and/or any conditions attached to its approval, the zoning enforcement officer shall refer the PUD final site plan to the planning commission for review.
5. For land uses within the PUD subject to additional special land use requirements, such uses shall comply with all such required conditions unless deviations were approved pursuant to this chapter.
6. For land uses within the PUD that require special land use approval, or for PUDs that contain private roads, subdivisions, and/or site condominiums, such uses shall be reviewed and approved in accordance with all other applicable sections of the zoning ordinance and other provisions of the city code. These reviews may occur concurrently with the application for PUD plan review and PUD rezoning.

SECTION 15.13 – CONCURRENT REVIEW (DELETED)

SECTION 15.13 - APPROVED PUDS

- A. Phased Projects. Where a project is proposed for construction in phases, the project shall be designed so that each phase, when completed, shall be capable of standing on its own in terms of the presence of services, facilities, and open space, and shall contain the necessary components to ensure protection of natural resources and the health, safety and welfare of the users of the PUD and residents of the community. Each phase of a PUD shall require the submittal of a site plan pursuant to section 15.11.
- B. Amendments to an Approved PUD. An amendment to an approved PUD shall be reviewed and approved by the planning commission and city council pursuant to section 15.09 B & C, except that the zoning enforcement officer may review and approve minor amendments to the PUD, or refer minor amendments to the planning commission for a determination with or without a public hearing. Minor amendments include, but are not limited to, the following:
 1. Reduction of the size of any building, building envelope, or sign.
 2. Movement of buildings or signs by no more than ten feet.

3. Changes requested by the city for safety reasons.
4. Changes which will preserve natural features of the land without changing the basic site layout.
5. Changes in the boundary lines of lots or condominium units which do not change the overall density of the development, do not reduce the width of the lot by more than 10 percent or which do not change the average lot or unit width throughout the development.
6. Additions or modifications of the landscape plan or landscape materials, or replacement of plantings approved in the landscaping plan
7. Alterations to the internal parking layout of a parking lot, provided that the total number of spaces or means of ingress and egress do not change.
8. Other non-substantive changes proposed to be made to the configuration, design, layout or topography of the site plan which are deemed by the city to be not material or significant in relation to the entire site and which the department determines would not have a significant adverse effect on the development on adjacent or nearby lands or the public health, safety and welfare.

C. Expiration.

1. A PUD (or at least the first phase of a PUD) shall be under meaningful construction of proposed improvements consistent with the approved PUD final site plan within one year after the date of approval of the PUD final site plan, which shall proceed diligently to completion. For the purposes of this subsection, "meaningful construction" means substantial completion of improvements such as utilities, roads, buildings, and similar improvements.
2. Upon expiration of the time period for submission of either the (a) PUD plan and rezoning, or (b) the PUD final site plan, such approvals shall automatically become null and void and all rights of development based on the plan shall terminate.
3. The city council may approve extensions of up to two years at a time, if requested in writing by the applicant prior to the expiration date of the original PUD plan approval or PUD final site plan approval. In requesting an extension, the applicant shall provide the reason(s) it is requesting the proposed extension.
4. Upon expiration of a PUD plan or PUD final site plan, the planning commission may conduct a public hearing and make a recommendation to rezone the property to its original designation or other district as deemed appropriate.

D. Appeals and Variances. The board of zoning appeals shall not have jurisdiction to consider variances from the requirements of this chapter, nor may decisions related to a PUD be appealed to board of zoning appeals.

E. Performance Guarantees. The city council may, to ensure strict compliance with any requirement contained in this chapter, require the applicant for PUD rezoning to furnish a performance guarantee such as a cash deposit, certified check, irrevocable letter of credit,

or surety bond acceptable to the city attorney, executed by a company authorized to do business in the state of Michigan in an amount determined by the city council to be reasonably necessary to ensure compliance with the requirements of this chapter. In fixing the amount of guarantee, the city council shall take into account the size and scope of the proposed project, the phasing of the project, the probable cost of rehabilitating the property upon default by the applicant, the estimated expenses to compel compliance by court decree, and such other factors and conditions as might be relevant in the light of all facts and circumstances surrounding the application.

Section 2. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YES: Councilmembers _____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2018

Susan Ullery

City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on _____ 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2018, and was effective _____, 2018, ten (10) days after publication.

Dated: _____, 2018

Susan Ullery
City Clerk

1CITY OF LOWELL
KENT COUNTY, MICHIGAN

ORDINANCE NO. 18-

AN ORDINANCE TO AMEND CHAPTER 15: - PLANNED UNIT DEVELOPMENT DISTRICT, OF APPENDIX A, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL

_____, Councilmember _____, supported by Councilmember _____,

moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment of Chapter 15. Chapter 15 of Appendix A, "Zoning," of the Code of Ordinance of the City of Lowell is amended in its entirety to read as follows:

CHAPTER 15 - PUD - PLANNED UNIT DEVELOPMENT DISTRICT

SECTIONSECTION 15.01, - - DESCRIPTION AND PURPOSE

Description. This chapter offers an alternative to conventional development and purpose: traditional zoning standards by permitting flexibility in the regulations for development through the authorization of Planned Unit Development (PUD) districts. The standards in this chapter are intended to promote and encourage development on parcels of land that are suitable in size, location, and character for the uses proposed, and are further intended to ensure compatibility with adjacent land uses, the City's Master Plan and, where applicable, the existing natural features of the area.

A. Purpose. The use, area, height, bulk, and placement regulations of this ordinancechapter are primarily applicable to the usual situation of one (1) principal building on a lot. In certain large developments, these requirements might result in situations less in the interest of public health, safety, and welfare than if a controlled degree of flexibility were allowed. The planned-unit-development (purpose of a PUD); is intended to permit and control the development of planned areas for various compatible uses allowed by the zoning ordinance and for other exceptional uses not so provided.

B. It is intended that uses in a PUD shall afford each type of land use reasonable protection from encroachment or interference by other incompatible land uses, and that reasonable protection be afforded to uses adjacent to a PUD.

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~~A. Under this chapter, all proceedings shall be conducted with due consideration for maintenance of reasonable conditions regarding emission and transmission of injurious or obnoxious noise, fire or explosion hazard, liquid or solid waste disposal, vibration, gas fumes, smoke, dust, dirt, litter, odor, light, glare, traffic congestion, ingress and egress, ease of police and fire protection, drainage, lateral land support, blighting influence, effect on property values, light and air, overcrowding of persons, sanitation, general appearance of the area, surface and ground water quality, and other similar considerations having an effect on public health, safety and general welfare of the people of the surrounding area.~~

~~(Ord. No. 95-06, § 1, 12-27-95)~~

SECTION 15.02. -- OBJECTIVES AND QUALIFYING CONDITIONS.

SECTION 15.02 - OBJECTIVES AND QUALIFYING CONDITIONS

~~B.A. The degree to which the following objectives are satisfied shall be met~~considered by any application for any the planning commission and city council in its review of a PUD in order to realize the inherent advantages of coordinated, flexible, comprehensive, long-range, planning and development of such planned development:

- ~~1. To provide more desirable living, shopping and working environments by preserving as much of the natural character of the property as possible, including, but not limited to, open space, stands of trees, brooks, ponds, floodplains, hills and similar natural assets.~~
- ~~2.1. To encourage the provision and protection of open space and spaces, cultural/historic resources, the development of recreational amenities, and, where included in the plan, other support facilities in a generally central location within reasonable distance of all livingdwelling units.~~
- ~~3.2. To encourage developers to use a more creative and imaginative approach in the development of areas. property.~~
- ~~4. To encourage underground utilities which can be more efficiently designed when master planning a larger area.~~
- ~~3. To allow for market-driven development or redevelopment in places that are most conducive to accommodating additional activity.~~
- ~~4. To facilitate economic development through the creation of a mix of uses and/or building types.~~
- ~~5. To create walkable developments with pedestrian-oriented buildings and open space that connects to nearby destinations or neighborhoods.~~
- ~~6. To provide for the adaptive re-use of significant or historic buildings;~~
- ~~5.7. To allow phased construction with the knowledge that subsequent phases will be approved as originally planned and approved by the city.~~

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- ~~6.8.~~ To promote flexibility in design and ~~to~~ permit planned diversification in the location of structures.
- ~~7.9.~~ To promote the efficient use of land to facilitate a more economic arrangement of buildings, circulation systems, land use, and utilities.
- ~~10. To minimize adverse traffic impacts and to accommodate safe and efficient pedestrian access and circulation;~~
- ~~11. To provide for redevelopment of sites and/or buildings that are under-developed or have fallen into disrepair;~~
- ~~8.12.~~ To combine and coordinate architectural styles, building forms, and building-relationships within the PUD; ~~and~~
- ~~9.13.~~ To ~~insure~~~~ensure~~ a quality of construction commensurate with other developments within the city.

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~~C.B.~~ Qualifying ~~conditions~~~~Conditions~~.

1. ~~Ownership.~~ The tract of land for which a PUD application is received must be either in one (1) ownership or ~~the subject with written approval of an application filed jointly by~~ the owners of all affected properties.
- ~~2. The property which is the subject of a PUD application must be a minimum of five (5) contiguous acres in total area.~~
- ~~3.2. Conditions.~~ To be considered as a PUD, the proposed development must fulfill at least one (1) of the following conditions:
 - a. The PUD contains two (2) or more separate and distinct uses, for example, ~~single-family and multiple-family residential dwellings; and office or commercial uses;~~
 - b. The PUD site exhibits significant natural features encompassing at least twenty-five (25) percent of the land area of the PUD which will be preserved as a result of the PUD plan.
 - c. The PUD is designed to preserve, in perpetuity, at least sixty (60) percent of the total area of the site ~~in~~~~as~~ open space.

(Ord. No. 95-06, § 1, 12-27-95)

~~SECTION 15.03. APPLICATION PROCEDURES.~~

- ~~C. An application for a planned unit development shall be submitted and acted upon as a rezoning in accordance with the requirements of this ordinance, and as noted in this chapter.~~
- ~~C. An application for planned unit development shall be accompanied by a statement with regard to compliance with the criteria required for approval in section 15.04, and other criteria imposed by this ordinance affecting the planned unit development under consideration.~~
- ~~C. Review and approval. The planning commission shall review the application for a planned unit development, comments received at the public hearing, the site plan, and other~~

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materials submitted in relation to the application, and recommend to the city council denial, approval, or approval with conditions, the planned unit development application in accordance with the purpose of this chapter and the criteria for approval stated in section 15.04, and such standards contained in this ordinance which relate to the planned unit development under consideration, including those for site plan review. The planning commission shall prepare a report stating its conclusions on the request for a planned unit development, the basis for this recommendation, and any conditions relating to an affirmative recommendation.

- C. Upon the approval, or approval with conditions by the city council, the applicant may apply for preliminary plat approval, if applicable.

(Ord. No. 95-06, § 1, 12-27-95)

SECTION 15.04. -- BASIS OF DETERMINATION.

Prior to approval of a planned unit development application, the planning commission and city council shall insure that the standards specified in this section, as well as applicable standards established elsewhere in this ordinance, shall be satisfied by the completion of the planned unit development under consideration.

- C. General standards. The planning commission and city council shall review the particular circumstances of the planned unit development application under consideration in terms of the following standards and shall approve a planned unit development only upon a finding of compliance with each of the following standards:

3. The general standards for special land use in section 17.03A;
3. The standards of review for site plan review in section 18.06.
3. The applicable standards of this chapter; and
3. The applicable standards as may be established elsewhere in this ordinance.

- C. Conditions. The city council may impose conditions with the approval of a planned unit development which are necessary to insure compliance with the standards for approval stated in this section and any other applicable standards contained in this ordinance. Such conditions shall be considered an integral part of the planned unit development approval and shall be enforced by the zoning enforcement officer.

(Ord. No. 95-06, § 1, 12-27-95; Ord. No. 03-2, § 2, 2-18-03)

- d. The PUD constitutes a significant redevelopment of an underutilized or vacant property where conventional development may not be feasible.

3. Master Plan. The applicant shall demonstrate that the proposed PUD is consistent with the adopted master plan.

SECTION 15.03 - USES PERMITTED BY RIGHT AND RESIDENTIAL DENSITY

Section 15.05. -- USES PERMITTED BY RIGHT AND RESIDENTIAL DENSITY.

- A. The following uses may be permitted, either singly or in a PUD:

1. Uses permitted by right or by special land use in the underlying zoning district;

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2. Any use that is determined to be consistent with the master plan;

G.3. A combination, in accordance with the applicable PUD requirements, of residential, commercial, and public uses which are compatible with existing and adjacent land uses;

4. Single-family dwellings;

5. Two-family dwellings, provided that such units make up no more than twenty (20) percent of the total number of residential dwelling units in the total PUD;

6. Multiple-family dwellings, provided that such units make up no more than thirty (30) percent of the total number of residential dwelling units in the total PUD;

B. Uses permitted by right in the C-1 Neighborhood Business District, subject to the standards noted for Only those uses approved for the PUD shall thereafter be permitted within the PUD.

7. For PUDs located in non-residential uses in the PUD and the requirements of the C-1 District;

C. Except as noted in section 15.07 or mixed use districts, the maximum number of dwelling units permitted in a PUD shall be determined by the planning commission in consideration of the master plan, existing and future surrounding land uses, capacity of public utilities and services, and other applicable factors.

H.D. For PUDs located in residential zoning districts, the permitted density shall not be greater than that permitted by the most restrictive zone district in which the proposed uses are permitted. If the PUD lies in more than one (1) zone district, then the number of dwelling units shall be calculated on a proportionate basis.

I.E. The total amount of land to be used for the calculation of the permitted density in a PUD in subsection D above shall be determined by using the net developable area, which shall be determined by taking the total site area and subtracting lands used or dedicated for existing public easements and existing public or private street rights-of-way.

J. The minimum setbacks and yard requirements for any lot designated for residential use shall comply with the most restrictive zone district in which the proposed uses are permitted;

K.F. Land not proposed for development and not used or dedicated existing public or private street rights-of-way or other infrastructure, but used for the calculation of overall density, shall be considered open space and subject to the requirements of section 15.06.

L. Non-residential uses;

All non-residential uses allowed in the PUD, shall occupy no more than ten (10) percent of the PUD project's developable area.

ALL SUCH SECTION 15.04 – NON-RESIDENTIAL AND MIXED USE PUDS

5-A. All uses shall be integrated into the design of the project with similar architectural and site development elements, such as signs, landscaping, etc.

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6.B. SuchMixed uses ~~shall~~may be permitted only if they will not materially alter the ~~residential~~ character of the neighborhood and/or the PUD.

7.C. All merchandise for display, sale, or lease shall be entirely within an enclosed building(s).

8.D. Buildings designed for non-residential uses shall be constructed according to the following requirements:

a.1. If the entire PUD contains fewer than twenty (20) dwelling units, seventy-five (75) percent of these units must be constructed prior to construction of any non-residential use.

b.1. If the PUD contains more than twenty (20) dwelling units, fifty (50) percent of these units shall be constructed prior to the construction of any non-residential use.

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(Ord.-No.-95-06, § 1, 12-27-95)

SECTION 15.06. — OPEN SPACE.

ANY OPEN SPACE PROVIDED IN THE PUDSECTION 15.05 – DESIGN STANDARDS

A. Deviations from Minimum Requirements. In approving a PUD, the city may permit deviations from the lot area and width requirements, parking requirements, required buffers, building setback requirements, height limitations, and other requirements of the zoning ordinance provided that such deviations are consistent with all other requirements of this chapter and the following standards:

1. The applicant shall identify, in writing, all proposed deviations from the underlying zoning district. Deviations may be approved by the city council after the planning commission recommendation. These adjustments may be permitted if they will result in a higher quality of development or better integration of the proposed use(s) within the vicinity.

2. Deviations from the minimum requirements shall also satisfy at least one (1) of the following criteria:

a. The proposed deviations shall preserve the best natural features of the site;

b. The proposed deviations shall create, maintain, or improve habitat for wildlife;

c. The proposed deviations shall create, maintain, or improve open space for the residents;

d. The proposed deviations shall enhance the views into the site as well as the view from dwellings to be built on site;

e. The proposed deviations shall constitute an adaptive re-use or redevelopment of buildings and/or property, and/or;

f. The proposed deviations shall be necessary for the development or redevelopment of property that would not be feasible without the deviations.

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B. Other Requirements.

1. All electric, cable, internet, and telephone transmission wires within the PUD shall be placed underground.
2. Signs are permitted in accordance with the zone district in which the proposed uses are permitted.

C. Conditions. The city council may impose conditions with the approval of a PUD which are necessary to insure compliance with the standards for approval stated in this section and any other applicable standards contained in this chapter. Such conditions shall be considered an integral part of the PUD approval and shall be enforceable by the zoning enforcement officer.

SECTION 15.06 - OPEN SPACE

M. If open space is provided in the PUD, it shall meet the following considerations and requirements:

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- 9.A. Open space may be established to separate ~~use areas~~uses within the PUD.
- 10.A. Open space areas shall be large enough and of proper dimensions so as to constitute a useable area, with adequate access, through easements or other similar arrangements, such that all properties within the entire PUD may reasonably utilize the available open space.
- 11.B. Evidence shall be given that satisfactory arrangements will be made for the maintenance of ~~such designated land~~open space to relieve the city of the future maintenance thereof.
- 12.C. Open space may be provided where significant natural features may be preserved and/or be used for passive or active recreation.
- 13.D. All land set aside as open space shall be deed restricted to ensure that the open space remains ~~in a natural and undisturbed condition~~undeveloped in perpetuity. Land set aside for agriculture may, at the discretion of the property owner(s)), be converted to open space, but shall not be used as land for the construction of additional dwellings, nor used for any other development.
- 14.E. All open space shall be in ~~the~~ joint ownership of the property owners within the PUD. A property owner's association or similar entity approved by the city shall be formed ~~which shall~~to take responsibility for the maintenance of the open space.
- 15.F. The maintenance requirements of dedicated open space ~~are not intended to~~may include regular clearing and mowing or other active maintenance. ~~For the purposes of this chapter, maintenance is intended to include such items as~~Maintenance shall also include the removal of any accumulation of trash or waste material within the dedicated open space ~~area~~, clean up of storm damage, or removal of diseased plant materials, and similar improvements.

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- 16.G.** To the extent possible, dedicated open space areas shall be continuous and contiguous throughout the PUD. Open space areas shall be large enough and of proper dimensions so as to contribute significantly to the purpose and objectives of the PUD.

(Ord. No. 95-06, § 1, 12-27-95)

SECTION 15.07. -- OTHER REQUIREMENTS.

- N. All electric, television cable, and telephone transmission wires within the PUD shall be placed underground.

SIGNS ARE PERMITTED SECTION 15.07 – GENERAL APPLICATION PROCEDURES

- A. The following steps, which are outlined in Section 15.08-15.11, shall apply to all applications for PUD approval, whether residential, non-residential, or mixed use:
1. Preliminary Planning Commission Review (Optional). A preliminary plan may be submitted to the planning commission for initial review. The applicant may attend a pre-application review of the proposed PUD Plan with the planning commission.
 2. PUD Plan and PUD Rezoning.
 - a. The planning commission shall review the PUD plan and PUD rezoning application, hold a public hearing (if desired), and make a written recommendation to the city council.
 - b. The city council shall review the PUD plan and PUD rezoning application, and the written recommendation and findings from the planning commission, hold a public hearing, and make a final decision.
 3. PUD Final Site Plan Review. The zoning enforcement officer and other applicable city personnel shall review the PUD final site plan in accordance with the most restrictive zone section 15.11 of this chapter.
- B. An application for PUD shall be accompanied by a statement with regard to compliance with the standards required for approval in section 15.10, and other standards imposed by the zoning ordinance affecting the PUD under consideration.
- C. Either concurrently with the PUD plan application, or upon approval by the city council (with or without conditions), the applicant may apply for preliminary plat approval, condominium approval, and private road approval, as applicable.
- D. Approval of a PUD pursuant to this chapter shall constitute an amendment to the Lowell zoning ordinance and map.

SECTION 15.08 – PRELIMINARY PLANNING COMMISSION REVIEW (OPTIONAL)

- A. Preliminary plans of the proposed PUD may, at the applicant's option, be submitted for review to the planning commission prior to submission of an application for a PUD. The purpose of the meeting is to allow discussion between an applicant and the planning commission, and to inform the applicant of the acceptability of proposed plans prior to incurring extensive engineering and other costs which will be necessary for PUD review.

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- B. As part of the pre-application review, the applicant shall submit a copy of a conceptual plan for the proposed PUD that shows the property location, boundaries, significant natural features, vehicular and pedestrian circulation, the proposed number and arrangement of lots or units with building envelopes, proposed open spaces, location of proposed buildings, and proposed land use(s) for the entire site.
- C. The planning commission shall advise the applicant regarding whether the proposed conceptual plan complies with the purpose and intent of this chapter, and if it qualifies for PUD rezoning pursuant to the qualifying conditions of section 15.02 of this chapter.
- D. Formal action shall not be taken at a preliminary planning commission review. Statements made at the pre-application conference or review by the planning commission shall not be considered binding commitments or an approval of the PUD plan.

SECTION 15.09 – PROCEDURES FOR PUD PLAN AND PUD REZONING

- A. Required Information. Following the preliminary review (if conducted), the applicant shall submit a completed application form for PUD rezoning, the required application fee, and ten (10) copies and a PDF of the PUD plan to the planning commission at least twenty-one (21) days prior the next planning commission meeting.

The PUD plan shall be professionally prepared by a licensed engineer, architect, and/or landscape architect and shall be drawn to a scale of not less than one (1) inch = 100 feet. The PUD plan shall, at a minimum, contain the following information, unless specific items are determined to be not pertinent to the application by the zoning enforcement officer:

1. General Information.

- a. Name and firm address of the professional individual responsible for preparing site plan and his/her professional seal.
- b. Name and address of the property owner or petitioner.
- c. Scale, north arrow, and date.
- d. Acreage (gross and net).
- e. Zoning of adjacent properties.
- f. Legal property description.
- g. Existing Site Conditions:
 - 1) Boundary survey lines and setbacks.
 - 2) Location sketch showing site, adjacent streets and properties within 200 feet or as directed by the city.
 - 3) Location, width, and purpose of all existing easements and lease areas, including cross-access.
 - 4) Abutting street right(s)-of-way and width.
 - 5) Topography with contour intervals of no more than two (2) feet.

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- 6) Natural features such as wooded areas, surface water feature, floodplains or floodways, wetlands, slopes exceeding 15%, lakes, rivers, creeks, county drains, and other significant site features, including the area of such features.
- 7) Existing buildings, structures, paved surfaces and areas, installed landscaping, and other significant physical infrastructure.
- 8) Size and location of existing utilities and status, where applicable.

h. Proposed Development:

- 1) Layout of proposed buildings, structures, driveways, parking lots, streets, landscaped areas, and other physical infrastructure, as applicable, including the area of these improvements.
- 2) Recreation areas, common use areas, dedicated open space, and areas to be conveyed for public use.
- 3) Layout of sidewalks and/or pathways, both internal to the development and along the main road frontage.
- 4) Layout and typical dimensions of building envelopes, proposed parcels, and lots.
- 5) Parking, stacking, and loading calculations, if applicable.
- 6) Phasing plan, if applicable.
- 7) Conceptual plan for provision of public water and public sanitary sewer services.
- 8) Conceptual grading plan.
- 9) Conceptual stormwater plan.
- 10) Conceptual building types, including building elevations and footprints.

i. Additional Information:

- 1) A narrative, which shall describe the proposed PUD, the proposed timeframe of development, the zoning district in which the proposed (s) in which it will be located, the overall residential density of the project, and documentation indicating how the qualifying conditions in Section 15.02 and the standards of Section 15.10 are met.
- 2) A table detailing all requested deviations identified in the PUD Plan compared to the requirements of the zoning district in which the proposed PUD is located. This table shall clearly identify the requirement in comparison to the requested deviation.
- 3) The planning commission may require additional information from the applicant to better assist in the determination of PUD qualification such as, but not limited to, market studies, fiscal impact analysis, traffic impact studies, and environmental impact assessments.

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B. Planning Commission Review and Optional Public Hearing.

1. The planning commission shall review the PUD Plan at a regular or special meeting and may hold a public hearing, though it is not required. Notice of the public hearing (if held) shall be provided in accordance with the Michigan Zoning Enabling Act, as amended.
2. The planning commission shall review the PUD plan in consideration of public comments, technical reviews from city staff and consultants, and other applicable standards and requirements. Within a reasonable timeframe, the planning commission shall recommend approval, approval with conditions, or denial of the PUD plan and PUD rezoning to the city council. The planning commission's recommendation shall be documented with findings to justify its recommendation.
3. In order to recommend approval of the PUD plan and PUD rezoning, the planning commission shall find that the standards of section 15.10 are satisfied.

C. City Council Review and Required Public Hearing.

1. Following receipt of a recommendation from the planning commission on the PUD plan and PUD rezoning, a public hearing of the city council shall be scheduled in accordance with the Michigan Zoning Enabling Act, as amended.
2. After the public hearing, the city council shall review the application in consideration of the planning commission's written recommendation, public hearing comments, technical reviews from city staff and consultants, and other applicable standards and requirements. Within a reasonable time, the city council shall approve, approve with conditions, or deny the PUD plan and PUD rezoning. The city council's decision shall be documented with written findings to justify its decision.
3. In accordance with the Michigan Zoning Enabling Act, as amended, the city council may place reasonable conditions on the approval of a PUD plan, including a performance guarantee pursuant to section 15.13(E). Conditions attached to the approval shall be incorporated into the ordinance adopting the PUD plan and PUD rezoning.
4. Approval of the PUD plan and PUD rezoning by the city council shall be incorporated into a rezoning amendment to the zoning ordinance and map. Such rezoning and PUD plan approval shall become effective after notification and publication as required by the Michigan Zoning Enabling Act, as amended.

SECTION 15.10 – PUD PLAN AND REZONING STANDARDS FOR APPROVAL

In order to approve a PUD plan and PUD rezoning, the planning commission and city council shall find that all of the following standards are met:

- A. The proposed PUD complies with the purpose and qualifying conditions of sections 15.01 and 15.02.

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- B. The uses conducted within the proposed PUD, the PUD's impact on the community, and other aspects of the PUD are consistent with, and further implement the policies of, the adopted master plan.
- C. The proposed PUD shall be designed, constructed, operated, and maintained in a manner harmonious with the character of adjacent property, the surrounding uses of land, the natural environment, and the capacity of public services and facilities affected by the development.
- D. The proposed PUD shall not be hazardous to adjacent property or involve uses, activities, materials, or equipment that will be detrimental to the health, safety, or welfare of persons or property through the excessive production of traffic, noise, smoke, fumes, or glare.
- E. The proposed PUD shall not place demands on public services and facilities more than current or anticipated future capacity.
- F. The proposed PUD shall satisfy all applicable local, state, and federal laws, rules and regulations.

SECTION 15.11 - PUD FINAL SITE PLAN - ADMINISTRATIVE REVIEW

1. Within one year after PUD plan and PUD rezoning approval by the city council, a minimum of four (4) copies and a PDF the PUD final site plan for the entire PUD (or at least one phase of the PUD) shall be submitted by the applicant in accordance with Chapter 18 of the zoning ordinance to the city clerk.
2. All PUD final site plans subsequently submitted shall conform to the approved PUD plan subject to minor revisions and all conditions attached to its approval, the ordinance adopting the PUD plan and PUD rezoning, and the requirements of this chapter.
3. If the PUD final site plan substantially conforms to the approved PUD plan subject to minor revisions and all conditions attached to its approval, the PUD adoption ordinance, and the requirements of this chapter, then the city shall approve the PUD final site plan.
4. Unless otherwise required by subsection 6 below, PUD final site plans shall be reviewed administratively by the zoning enforcement officer and any other applicable city personnel. In cases where it is unclear whether or not a site plan substantially conforms to the approved PUD plan and/or any conditions attached to its approval, the zoning enforcement officer shall refer the PUD final site plan to the planning commission for review.
5. For land uses within the PUD subject to additional special land use requirements, such uses shall comply with all such required conditions unless deviations were approved pursuant to this chapter.
6. For land uses within the PUD that require special land use approval, or for PUDs that contain private roads, subdivisions, and/or site condominiums, such uses shall be reviewed and approved in accordance with all other applicable sections of the zoning ordinance and other provisions of the city code. These reviews may occur concurrently with the application for PUD plan review and PUD rezoning.

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SECTION 15.13 – CONCURRENT REVIEW (DELETED)

SECTION 15.13 - APPROVED PUDS

A. Phased Projects. Where a project is proposed for construction in phases, the project shall be designed so that each phase, when completed, shall be capable of standing on its own in terms of the presence of services, facilities, and open space, and shall contain the necessary components to ensure protection of natural resources and the health, safety and welfare of the users of the PUD and residents of the community. Each phase of a PUD shall require the submittal of a site plan pursuant to section 15.11.

B. Amendments to an Approved PUD. An amendment to an approved PUD shall be reviewed and approved by the planning commission and city council pursuant to section 15.09 B & C, except that the zoning enforcement officer may review and approve minor amendments to the PUD, or refer minor amendments to the planning commission for a determination with or without a public hearing. Minor amendments include, but are not limited to, the following:

1. Reduction of the size of any building, building envelope, or sign.
2. Movement of buildings or signs by no more than ten feet.
3. Changes requested by the city for safety reasons.
4. Changes which will preserve natural features of the land without changing the basic site layout.
5. Changes in the boundary lines of lots or condominium units which do not change the overall density of the development, do not reduce the width of the lot by more than 10 percent or which do not change the average lot or unit width throughout the development.
6. Additions or modifications of the landscape plan or landscape materials, or replacement of plantings approved in the landscaping plan
7. Alterations to the internal parking layout of a parking lot, provided that the total number of spaces or means of ingress and egress do not change.
8. Other non-substantive changes proposed to be made to the configuration, design, layout or topography of the site plan which are deemed by the city to be not material or significant in relation to the entire site and which the department determines would not have a significant adverse effect on the development on adjacent or nearby lands or the public health, safety and welfare.

C. Expiration.

1. A PUD (or at least the first phase of a PUD) shall be under meaningful construction of proposed improvements consistent with the approved PUD final site plan within one year after the date of approval of the PUD final site plan, which shall proceed diligently to completion. For the purposes of this subsection, "meaningful construction" means substantial completion of improvements such as utilities, roads, buildings, and similar improvements.

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2. Upon expiration of the time period for submission of either the (a) PUD plan and rezoning, or (b) the PUD final site plan, such approvals shall automatically become null and void and all rights of development based on the plan shall terminate.
 3. The city council may approve extensions of up to two years at a time, if requested in writing by the applicant prior to the expiration date of the original PUD plan approval or PUD final site plan approval. In requesting an extension, the applicant shall provide the reason(s) it is requesting the proposed extension.
 4. Upon expiration of a PUD plan or PUD final site plan, the planning commission may conduct a public hearing and make a recommendation to rezone the property to its original designation or other district as deemed appropriate.
- D. Appeals and Variances. The board of zoning appeals shall not have jurisdiction to consider variances from the requirements of this chapter, nor may decisions related to a PUD be appealed to board of zoning appeals.
- E. Performance Guarantees. The city council may, to ensure strict compliance with any requirement contained in this chapter, require the applicant for PUD rezoning to furnish a performance guarantee such as a cash deposit, certified check, irrevocable letter of credit, or surety bond acceptable to the city attorney, executed by a company authorized to do business in the state of Michigan in an amount determined by the city council to be reasonably necessary to ensure compliance with the requirements of this chapter. In fixing the amount of guarantee, the city council shall take into account the size and scope of the proposed project, the phasing of the project, the probable cost of rehabilitating the property upon default by the applicant, the estimated expenses to compel compliance by court decree, and such other factors and conditions as might be relevant in the light of all facts and circumstances surrounding the application.

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Section are-2. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the Lowell Ledger, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

O. Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the Lowell Ledger, a newspaper of general circulation in the City.

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(Ord.-No.-95-06, § 1, 12-27-95)

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YES: _____ Councilmembers

NO: _____ Councilmembers

ABSTAIN: _____ Councilmembers

ABSENT: _____ Councilmembers

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2018

Susan Ullery

City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on _____ 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____ 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2018, and was effective _____, 2018, ten (10) days after publication.

Dated: _____, 2018

Susan Ullery

City Clerk

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LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: November 16, 2018
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager *MB*
RE: Downtown Master Plan

In 2015, work began to approve the Downtown Master Plan. With the changes in leadership that occurred in 2015 and 2016, the Downtown Development Authority and City Council never formally approved this plan.

Since the beginning of 2018, DDA and City Administration have been working with Williams and Works to finalize this plan. We incorporated recommendations made from Dan Burden's visit to Downtown this spring and we updated some items that have been addressed, since the plan was first written in 2015.

Andy Moore from Williams and Works will be present to share the plan with you. The DDA would like to use this vision for moving forward with improvements in the Downtown District. If the City Council approves this plan then the City Attorney and I will revise the Tax Increment Financing Plan to include the potential improvements to the plan.

I am recommending the Lowell City Council approve the Downtown Master Plan as presented.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN
Resolution No. 34-18**

At a regular meeting of the Lowell City Council held on November 19, 2018, at the Lowell City Hall, the following resolution was offered for adoption by Council member _____ and was seconded by Council member _____:

**A RESOLUTION ADOPTING THE PROPOSED
2018 DOWNTOWN LOWELL PLACEMAKING PLAN**

WHEREAS, in 2014, the City of Lowell Downtown Development Authority (DDA) began the process to prepare a long-term capital improvement plan aimed at improving and enhancing the downtown area; and

WHEREAS, the DDA received considerable community input during the planning process from a steering committee, stakeholders, and members of the public where the community identified needs, proposed solutions, and offered implementation strategies that were considered in the preparation of the Plan; and

WHEREAS, following considerable input from City staff, stakeholders, and residents, the City of Lowell DDA prepared the Downtown Lowell Placemaking Plan; and

WHEREAS, on October 11, 2018, the City of Lowell DDA reviewed the proposed Downtown Lowell Placemaking Plan and recommended approval of the plan to the Lowell City Council; and

WHEREAS, the City Council finds that the proposed Downtown Lowell Placemaking Plan is desirable, proper, reasonable, and furthers the land use, recreational, transportation, and development goals and strategies of downtown Lowell;

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. ***Adoption of 2018 Downtown Lowell Placemaking Plan.*** The Lowell City Council hereby approves and adopts the proposed amended Downtown Lowell Placemaking Plan, including all of the chapters, figures, descriptive matters, maps, artwork, renderings, sketches, and tables contained therein.

2. ***Findings of Fact.*** The City Council has made the foregoing determination based on a review of existing land uses and other factors affecting the downtown, a review of the existing Master Plan, and input received from the public, as well as the assistance of a professional planning group. The City Council also finds that the Downtown Lowell Placemaking Plan will appropriately implement the land use, recreational, transportation, and development goals and strategies of downtown Lowell.

3. ***Effective Date.*** The 2018 Downtown Lowell Placemaking Plan shall become effective on the adoption date of this resolution.

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Lowell City Council at the time, date, and place specified above.

Respectfully submitted,

Dated: _____, 2018

By _____
Susan Ullery
Lowell City Clerk



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: November 15, 2018

TO: Michael Burns
City Manager

MB

FROM: Rich LaBombard
Assistant City Manager

RML

RE: Sidewalk Grant Bid

In 2016, the City was awarded a LCTV grant in the amount \$27,600 for a Sidewalk Replacement Program. In January 2018, City Council agreed to permit a change in approach to the grant and allow sidewalk improvements on City properties and to improve ADA accessibility issues. With the change in approach, the grant funds will actually be more beneficial to the community.

In October, the City issued a request for proposal for the sidewalk installation and replacement project on City properties. One bid was received.

- Groundhawg Excavating & Landscaping, LLC - \$30,548.05

While we only received one bid, the quoted price is in line with industry standards.

I recommend City Council accept the bid in the amount of \$30,548.05 from Groundhawg Excavating and Landscaping.

City of Lowell

2018 Sidewalk Program - Cost Proposal

The undersigned having familiarized themselves with the local conditions affecting the cost of the work; hereby proposes to furnish all labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete in a workmanlike manner all work required all in accordance with the specifications for the following unit prices.

Item	Quantity	Description	Unit	Unit Price	Total Price
------	----------	-------------	------	------------	-------------

Remove & Replace Existing Sidewalk

1	1364.25	4" Concrete	Sq. ft.	\$7.85	\$10709.36
---	---------	-------------	---------	--------	------------

2	141.05	6" Concrete	Sq. ft.	\$8.75	\$1234.19
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Install New Sidewalk

3	982.5	4" Concrete	Sq. ft.	\$7.50	\$7368.75
---	-------	-------------	---------	--------	-----------

4	1139.5	6" Concrete	Sq. ft.	\$8.50	\$9685.75
---	--------	-------------	---------	--------	-----------

ADA Ramps and Curb

5	15	Curb and Gutter R&R	Lf.	\$30	\$450.00
---	----	---------------------	-----	------	----------

6	100	6" ADA Sidewalk Ramp	Sq. ft.	\$8.50	\$850.00
---	-----	----------------------	---------	--------	----------

7	1	ADA Detecable Warning Plate	Each	\$250.00	\$250.00
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Name of Company Groundhaus Excavating & Landscaping LLC

Address 10216 Cascade Rd SE

City Lowell

State MI

Zip 49331

Signature Kim DeWard

Printed Name Kim DeWard

Title Owner

Telephone 616 218 4850

Date 11-6-2018



Bid Response

(Please type or print in ink)

Company Name: Groundhogg Excavating & Landscaping LLC

Address: 10216 Cascade Rd SE

Phone: 616 218 4850

Email: groundhogg2012@gmail.com

Cost Proposal:

See Attached

Describe relevant experience, expertise and qualifications of firm:

Since 2012 we have done 8 sidewalk contracts
for the city of Grand Rapids each one was around \$200,000
we currently have an open one for the City for ADA
RAMPS & Sidewalks
we have also had the contract of East Grand Rapids
Sidewalk Repairs for the last 3 years \$150,000 each

Project team members:

Chad DeWaard
Derek DeWaard



Subcontractors: A JZ Construction

Describe any unusual terms or conditions for the contract: N/A

Statement of Assurances (Section 9):

Authority to do business in Michigan – List Tax ID: 45-5494823

Circle one:

There is no collusion or fraud with reference to illegal relationships of bidders, bid pooling or stawbids.

True

False

Submitted by: Kim De Waard

Signature: Kim De Waard

Date: 10-6-2018

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

Complaint Book Total	189	351	540	718	922	1100	1299	1517	1701	1880			
Activity	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Year Total
Total Arrests	32	30	36	13	37	23	32	30	24	25			282
Alcohol (MIP/Open Intox)	0	1	0	0	4	1	3	1	0	0			10
Drug Law Violations	8	2	3	2	2	4	3	2	1	8			35
Drunk Driving	2	5	2	1	2	1	1	3	2	5			24
Suspended License	3	1	3	3	1	3	6	5	2	1			28
Warrant Arrest	7	17	22	6	20	10	11	9	9	2			113
Other Arrests	12	4	6	1	8	4	8	10	10	9			72
Assault	0	1	2	1	3	1	4	2	1	1			16
Assault (Civil/Verbal)	6	2	3	2	3	5	7	1	1	2			32
Assault (Domestic)	1	2	2	5	4	1	3	2	2	0			22
Assist from Other Agency	8	4	12	11	11	6	8	5	13	5			83
Assist to Other Agency	13	18	8	15	13	13	14	16	17	10			137
Assist to Citizen	28	44	45	60	48	29	38	46	35	42			415
Breaking & Entering	0	0	1	0	0	1	0	0	1	0			3
Disorderly Conduct	0	0	6	4	5	1	6	3	4	3			32
Dog/Animal	1	1	2	2	3	4	1	0	1	1			16
Larceny	9	4	4	8	9	13	6	10	3	7			73
Malicious Destruction	1	2	4	1	2	1	0	1	0	2			14
Motorist Assist	6	7	8	6	8	15	8	6	3	11			78
Ordinance Violations	2	8	8	6	9	19	6	8	7	1			74
Accident Total	13	12	7	4	14	12	18	17	15	17			129
{Property Damage}	11	10	6	4	13	11	16	15	10	15			111
{Personal Injury}	2	2	1	0	1	1	2	2	5	2			18
Citations Issued	26	37	30	40	52	79	75	73	65	46			523
Traffic Stops: Warned	146	119	127	133	121	199	150	139	115	127			1376
Total # of Traffic Stops	167	145	138	155	149	256	202	183	169	155			1719

**MONTHLY COMPARISON TOTALS
OCTOBER 2017 AND 2018**

ACTIVITY	OCTOBER	2017 YEAR-TO-DATE	OCTOBER	2018 YEAR-TO-DATE
Total Arrests	23	268	25	282
Alcohol (MIP/Open Intox)	0	10	0	10
Drug Law Violations	2	32	8	35
Drunk Driving	0	17	5	24
Suspended License	1	37	1	28
Warrant Arrest	10	99	2	113
Other Arrests	10	73	9	72
Assault	2	13	1	16
Assault (Verbal)	10	42	2	32
Assault (Domestic)	6	26	2	22
Assist from Other Agency	10	79	5	83
Assist to Other Agency	23	150	10	137
Assist to Citizen	60	447	42	415
Breaking & Entering	3	9	0	3
Disorderly Conduct	5	42	3	32
Dog Complaints	3	34	1	16
Larceny	7	74	7	73
Malicious Destruction	3	18	2	14
Motorist Assist	11	82	11	78
Ordinance Violations	7	103	1	74
Accident Total	19	128	17	129
{Property Damage}	19	116	15	111
{Personal Injury}	0	12	2	18
Citations Issued	29	374	46	523
Traffic Stops: Warned	126	1182	127	1376
# of Traffic Stops Made	141	1350	155	1719
TOTAL COMPLAINTS	243	2063	179	1880

AGENCIES ASSISTING LOWELL PD

OCTOBER 2018

COMPLAINT #	DATE	INCIDENT	DEPARTMENT	STATUS
18-1804	10/17/2018	WELFARE CHECK	KENT COUNTY	BACK-UP
18-1824	10/20/2018	PD ACCIDENT	KENT COUNTY	ASSISTED
18-1829	10/21/2018	DRUG INVESTIGATION	KENT COUNTY	ASSISTED
18-1831	10/22/2018	VERBAL DOMESTIC	KENT COUNTY	BACK-UP
18-1866	10/27/2018	DRUNK DRIVING	KENT COUNTY	ASSISTED

LOWELL PD ASSISTING OTHER AGENCIES**OCTOBER 2018**

COMP. #	DATE	INCIDENT	DEPARTMENT	STATUS	VENUE
18-1722	10/4/2018	SUSPICIOUS	KENT COUNTY	BACK-UP	LOWELL
18-1747	10/9/2018	PAROLE & PROBATION VIOLATION	PAROLE AGENT	ASSISTED	CITY OF LOWELL
18-1759	10/10/2018	PI ACCIDENT INVESTIGATION	KENT COUNTY	ASSISTED	CITY OF LOWELL
18-1802	10/16/2018	ALARM	KENT COUNTY	BACK-UP	LOWELL
18-1803	10/16/2018	STAND-BY AS PEACE OFFICER	KENT COUNTY	BACK-UP	VERGENNES
18-1810	10/18/2018	POSSIBLE OVERDOSE	KENT COUNTY	BACK-UP	VERGENNES
18-1838	10/23/2018	LARCENY FROM VEHICLE	KENT COUNTY	ASSISTED	CITY OF LOWELL
18-1859	10/26/2018	PPO VIOLATION	KENT COUNTY	BACK-UP	VERGENNES
18-1861	10/26/2018	ALARM	KENT COUNTY	BACK-UP	LOWELL
18-1873	10/29/2018	SUSPICIOUS	KENT COUNTY	BACK-UP	VERGENNES

October 2017 Sexton's Report

Total of Burials: 6 of those were: full: 1 cremations: 5 Year to date 47

Oakwood: Spent 367 hr's

- Mowed and chewed a lot of leaves.
- Whipped the entire cemetery for the last time.
- Emptied the trash barrels again.
- Started to empty urns and turning them over.
- Edged the sidewalk.
- Made sure all bushes were trimmed.
- Helped a few people pick future graves for a family member who was dying.
- Started cutting the sod that had grown over the edge of the blacktop, making the roads look wider.
- Taking care of some paper work.

CITY Hall – LPD: Spent 15.5 hr's mowing, changing light bulbs, trimming barberry bushes.

Englehardt Library: Spent 20.5 hr's doing the following:

- Hauled over paper products.
- Changed a few lights.
- Mowed and chewed up leaves.

D.P.W. Spent 14 hr's Chewing up leaves and cleaning up the 4 Welcome to Lowell signs

D.D.A. Spent 147.5 hr's doing the following:

- Chewed a lot of leaves and hauled them away.
- Cleaned up more of the planting beds, weeds still needing to be pulled.
- Mowed as needed.
- Had 2 of my men do a lot of work lifting up the bricks in the sidewalks which will really make a difference when I plow.

Museum: Spent 3.25 hr's mowing, trimming and raking up leaves. Also cut back the .rose bushes and some perennials.

Loc. Maint. 17 hr's chewing leaves along curbs especially by catch bassins.

Parks: 24.25 hr's edging Richards Park sidewalk chewing leaves picking up sticks.

Major Maint.: 8.5 hr's cold patch work

Local Winter: 9.75 hr's cold patch work

CITY OF LOWELL
REPORT FOR : OCTOBER
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 16.51802 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: OCTOBER TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 283.33 HOURS, WHICH RESULTED IN
304.75 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 134.66

ELECTRICAL COST PER MILLION GALLONS: \$ 227.82

TOTAL COST PER MILLION GALLONS: \$ 362.48

WATER PRODUCTION

DAILY AVERAGE: 0.533 MILLION GALLONS

DAILY MAXIMUM: 0.667 MILLION GALLONS

DAILY MINIMUM: 0.291 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 9.1398 HOURS PER DAY.

Dept. of Public Works, City of Lowell

217 S. Hudson

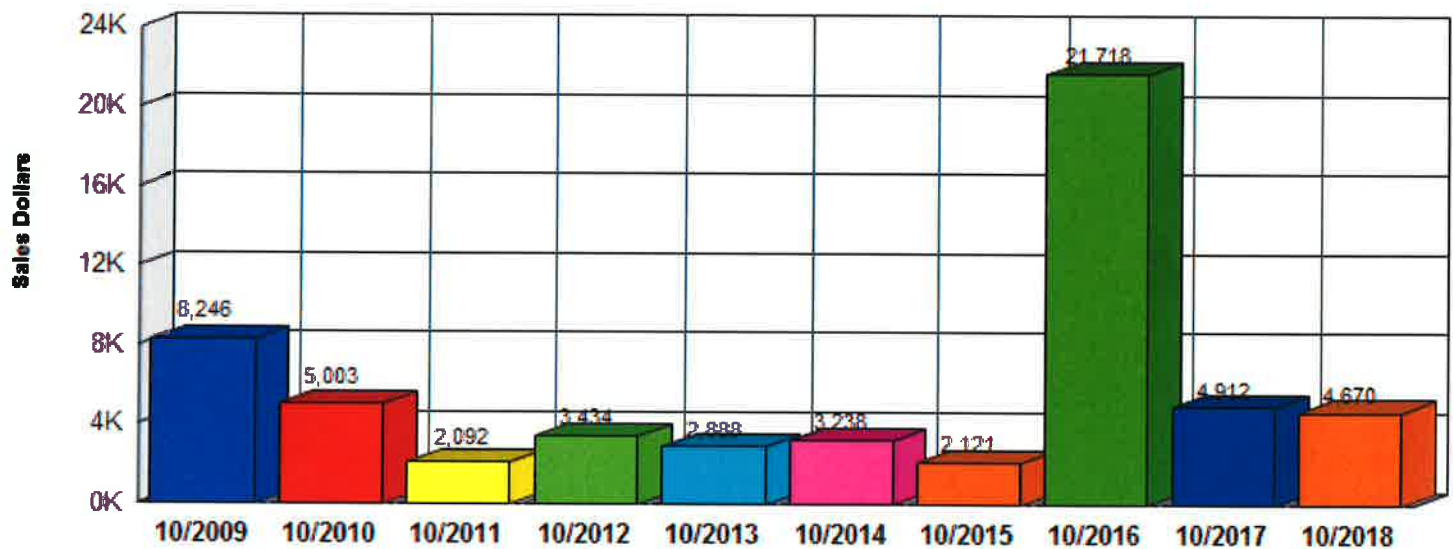
Lowell, MI. 49331

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

Sales By Selected Month For The Month Of October

Report Date: 11/02/2018

<u>Month & Year</u>	<u>Avg. RO</u>	<u>Car Count</u>	<u>Sales Amount</u>	<u>Avg. Labor</u>	<u>Total Labor</u>	<u>Avg. Parts</u>	<u>Total Parts</u>
10/2009	485.04	17	8,245.69	249.90	4,248.38	222.64	3,784.89
10/2010	384.85	13	5,003.00	217.24	2,824.15	161.26	2,096.35
10/2011	190.15	11	2,091.60	132.55	1,458.00	51.79	569.70
10/2012	264.15	13	3,433.91	183.46	2,385.00	73.59	956.66
10/2013	262.54	11	2,887.98	154.08	1,694.83	101.99	1,121.91
10/2014	323.82	10	3,238.21	145.20	1,452.00	171.36	1,713.61
10/2015	424.11	5	2,120.54	213.00	1,065.00	202.17	1,010.84
10/2016	1,447.84	15	21,717.65	160.00	2,400.00	1,282.14	19,232.15
10/2017	327.50	15	4,912.44	232.87	3,493.01	88.07	1,321.03
10/2018	518.89	9	4,670.00	386.60	3,479.37	124.88	1,123.93
Totals:		119	58,321.02		\$24,499.74		\$32,931.07



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: 11/02/2018

Period From: 10/01/2018 To: 10/31/2018

Invoice Number	Date	Name	Tax	Total	Balance Due
001333	10/17/2018	Equipment	0.00	892.18	157.50
001380	10/01/2018	Water Distribution	0.00	142.05	338.14
001381	10/04/2018	Police	0.00	92.14	1,293.79
001382	10/05/2018	Water Distribution	0.00	123.68	338.14
001383	10/09/2018	Equipment	0.00	31.50	157.50
001384	10/17/2018	Equipment	0.00	2,716.46	157.50
001385	10/26/2018	Police	0.00	310.60	1,293.79
001386	10/30/2018	Equipment	0.00	328.59	157.50
001387	10/30/2018	Equipment	0.00	32.80	157.50
Grand Totals:			0.00	4,670.00	4,051.36
Number of Invoices:		9	* - Indicates a Counter Sale		
Averages:				\$518.89	450.15



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

Thursday, November 01, 2018

October 2018 Division Report

Chief van Overbeek,

Fire Prevention:

In the month of August our Fire Prevention Inspection Office preformed 9 annual inspections in the City of Lowell and 3 inspections in Vergennes township including a pop up haunted house. for a total of 11 inspections. We also worked with the Cascade building department regarding a occupied building without a CFO in Lowell TWP, and the City building department regarding a structure concern.

Public Education and Relations:

October was a big month for the departments Public Education division. On October 13th we held our annual open house were we estimate a 50% increase in attendance from last year. We hosted the walking tours from Bushnell Elementary as well as two days of tours from the Bushnell Pre-School program. We had on site fire prevention talks at Murray Lake as well as Bushnell. In total we had the opportunity to meet with over 300 local kids during fire prevention week. We are beginning to fund raise to perform a total overhaul on our fire prevention smoke house. This tool is roughly 26 years old.

Training:

During the month of October Lowell Area Fire Department had one scheduled training.

That training took place on October 24th at Look Memorial Fire station. This training covered 2 different topics. The topics covered were Extrication, and NFPA 1410 Standard on Training for Emergency Scene Operations. Extrication covered the various tools and operations that are available on LAFD apparatus. NFPA 1410 covered drill #1 of forward lay using one engine and supply line while deploying an attack line.

Fire Academy continued at Plainfield Township Fire Department. 3 probationary members attended 8 classes during the month of October.

In total LAFD spent 45 hours of in house training. 96 hours of outside training for a total of 141 hours.

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

Thursday, November 01, 2018

Fire Authority Board:

We responded to 74 total incidents for the month of October. We are closing in on 800 calls for the year. With two months to go 900-950 is not out of the question.

October has been a busy month around the station. We hosted an open house for fire prevention, we had six classes from Bushnell elementary visit the station and we sent a team with the safety trailer to Ionia county central dispatch for the open house they hosted. We also attended the silent night parade in Walker to honor fallen Firefighters from the past year.

Our new members are doing well in class. The academy sent letters out to departments whose students did not perform well so far. We did not receive any letters.

As the holiday season approaches, we will be adopting two families again this year. We have made contact with Cherry Creek elementary and got our name on the list.

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.

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 11/1/2018 8:53:17 AM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 10/01/2018 | End Date: 10/31/2018

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	41	52:32
Lowell Township - Lowell Township	17	21:43
Vergennes Township - Vergennes Township	16	15:41
TOTAL	74	89:57

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 11/1/2018 8:52:04 AM



Incident Count per User-Defined Fields for Date Range

Start Date: 10/01/2018 | End Date: 10/31/2018

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)	
0	74

USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)	
0	74

USER-DEFINED FIELD: Hose 3 inch Feet used (Required)	
0	74

USER-DEFINED FIELD: Hose 5 inch feet used (Required)	
0	74

USER-DEFINED FIELD: Hand Tools Used (Required)	
0	70
broom, shovel, traffic signs	1
chainsaw, cones	1
ext ladder attic ladder flash light tic	1
side cutters, bolt cutters, flash lights	1

USER-DEFINED FIELD: Rescue Tools Used (Required)	
0	74

USER-DEFINED FIELD: Water used (gal) (Required)	
0	73
20	1

USER-DEFINED FIELD: LUCAS (Required)	
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Lowell Area Fire Dept.

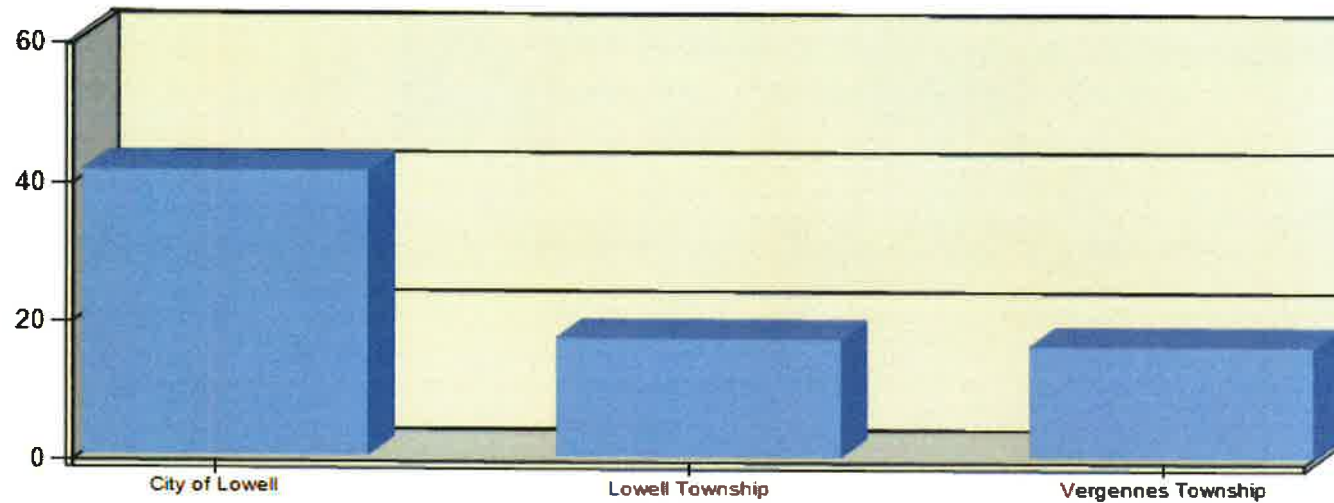
Lowell, MI

This report was generated on 11/1/2018 8:50:21 AM



Incident Count per Zone for Date Range

Start Date: 10/01/2018 | End Date: 10/31/2018



ZONE	# INCIDENTS
City of Lowell - City	41
Lowell Township - Lowell Township	17
Vergennes Township - Vergennes Township	16
TOTAL:	74

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,009,573.45	1,635,722.87	43,211.25	373,850.58	81.40
STATE	STATE GRANTS	439,153.00	73,880.58	73,880.58	365,272.42	16.82
LICPER	LICENSES AND PERMITS	43,600.00	11,488.82	375.00	32,111.18	26.35
CHARGES	CHARGES FOR SERVICES	325,156.00	32,856.73	11,336.65	292,299.27	10.10
INT	INTEREST AND RENTS	4,850.00	260.00	0.00	4,590.00	5.36
OTHER	OTHER REVENUE	15,500.00	3,872.30	(1,738.37)	11,627.70	24.98
TRANSIN	TRANSFERS IN	151,273.00	0.00	0.00	151,273.00	0.00
FINES	FINES AND FORFEITURES	5,500.00	8,375.90	238.10	(2,875.90)	152.29
LOCAL	LOCAL CONTRIBUTIONS	10,510.00	5,302.88	2,400.00	5,207.12	50.46
TOTAL REVENUES		3,005,115.45	1,771,760.08	129,703.21	1,233,355.37	58.96
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	21,659.00	5,520.08	2,925.21	16,138.92	25.49
172	MANAGER	125,197.22	39,376.84	13,443.48	85,820.38	31.45
191	ELECTIONS	14,860.00	2,421.95	31.77	12,438.05	16.30
209	ASSESSOR	54,900.00	15,439.75	3,814.44	39,460.25	28.12
210	ATTORNEY	45,000.00	16,064.81	10,461.80	28,935.19	35.70
215	CLERK	129,383.95	41,295.69	12,767.76	88,088.26	31.92
253	TREASURER	213,323.66	54,292.57	14,202.63	159,031.09	25.45
265	CITY HALL	150,925.36	57,350.75	16,114.32	93,574.61	38.00
276	CEMETERY	123,889.57	50,919.83	14,994.32	72,969.74	41.10
294	UNALLOCATED MISCELLANEOUS	5,000.00	108,515.65	0.00	(103,515.65)	2,170.31
301	POLICE DEPARTMENT	736,428.68	232,655.90	69,793.03	503,772.78	31.59
305	CODE ENFORCEMENT	87,900.26	28,545.76	6,947.31	59,354.50	32.48
336	FIRE	125,060.00	60,206.92	29,644.87	64,853.08	48.14
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	65,511.95	25,693.43	7,040.58	39,818.52	39.22
426	EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00
441	DEPARTMENT OF PUBLIC WORKS	295,771.47	79,615.88	17,489.13	216,155.59	26.92
442	SIDEWALK	3,909.01	948.92	186.10	2,960.09	24.28
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	6,143.88	1,540.91	13,663.17	31.02
747	CHAMBER/RIVERWALK	6,500.00	691.49	192.70	5,808.51	10.64
751	PARKS	158,142.04	51,019.10	19,039.95	107,122.94	32.26
757	SHOWBOAT	7,600.00	111.42	0.00	7,488.58	1.47
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	22,670.60	7,645.77	59,558.46	27.57
803	HISTORICAL DISTRICT COMMISSION	0.00	0.00	0.00	0.00	0.00
804	MUSEUM	53,825.50	31,776.88	909.94	22,048.62	59.04
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
TOTAL EXPENDITURES		2,974,369.78	931,278.10	249,186.02	2,043,091.68	31.31
TOTAL REVENUES		3,005,115.45	1,771,760.08	129,703.21	1,233,355.37	58.96
TOTAL EXPENDITURES		2,974,369.78	931,278.10	249,186.02	2,043,091.68	31.31
NET OF REVENUES & EXPENDITURES		30,745.67	840,481.98	(119,482.81)	(809,736.31)	2,733.66

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	500.00	0.00	0.00	500.00	0.00
OTHER	OTHER REVENUE	272,500.00	87,145.50	35,934.22	185,354.50	31.98
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		273,000.00	87,145.50	35,934.22	185,854.50	31.92
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	98,900.00	106,104.17	0.00	(7,204.17)	107.28
463	MAINTENANCE	55,606.19	5,557.66	1,534.72	50,048.53	9.99
474	TRAFFIC	8,831.53	2,923.41	928.10	5,908.12	33.10
478	WINTER MAINTENANCE	48,020.51	1,664.70	228.30	46,355.81	3.47
483	ADMINISTRATION	15,444.00	776.50	483.50	14,667.50	5.03
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	117,026.44	3,174.62	109,775.79	51.60
TOTAL REVENUES		273,000.00	87,145.50	35,934.22	185,854.50	31.92
TOTAL EXPENDITURES		226,802.23	117,026.44	3,174.62	109,775.79	51.60
NET OF REVENUES & EXPENDITURES		46,197.77	(29,880.94)	32,759.60	76,078.71	64.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	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	40,291.81	20,750.29	61,708.19	39.50
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	40,291.81	20,750.29	161,708.19	19.95
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	23,955.97	5,148.43	48,131.96	33.23
474	TRAFFIC	11,569.60	2,493.67	560.79	9,075.93	21.55
478	WINTER MAINTENANCE	69,064.27	3,739.07	499.15	65,325.20	5.41
483	ADMINISTRATION	19,162.00	776.50	483.50	18,385.50	4.05
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	57,021.46	6,691.87	157,699.34	26.56
TOTAL REVENUES		202,000.00	40,291.81	20,750.29	161,708.19	19.95
TOTAL EXPENDITURES		214,720.80	57,021.46	6,691.87	157,699.34	26.56
NET OF REVENUES & EXPENDITURES		(12,720.80)	(16,729.65)	14,058.42	4,008.85	131.51

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	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	6,623.00	2,167.00	43,377.00	13.25
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		50,000.00	6,623.00	2,167.00	43,377.00	13.25
TOTAL REVENUES		50,100.00	0.00	0.00	50,100.00	0.00
TOTAL EXPENDITURES		50,000.00	6,623.00	2,167.00	43,377.00	13.25
NET OF REVENUES & EXPENDITURES		100.00	(6,623.00)	(2,167.00)	6,723.00	6,623.00

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	520,000.00	458,273.08	0.00	61,726.92	88.13
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	458,273.08	0.00	70,726.92	86.63
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	35,700.09	6,085.94	60,431.25	37.14
483	ADMINISTRATION	34,104.69	5,480.58	1,398.85	28,624.11	16.07
740	COMMUNITY PROMOTIONS	105,000.00	2,234.49	54.02	102,765.51	2.13
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	43,415.16	7,538.81	446,433.87	8.86
TOTAL REVENUES		529,000.00	458,273.08	0.00	70,726.92	86.63
TOTAL EXPENDITURES		489,849.03	43,415.16	7,538.81	446,433.87	8.86
NET OF REVENUES & EXPENDITURES		39,150.97	414,857.92	(7,538.81)	(375,706.95)	1,059.64

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	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	1,039.67	375.00	(39.67)	103.97
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	1,039.67	375.00	503,960.33	0.21
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	3,667.68	2,687.68	(3,667.68)	100.00
751	PARKS	500,000.00	1,531.25	0.00	498,468.75	0.31
758	DOG PARK	1,000.00	175.57	25.91	824.43	17.56
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	5,374.50	2,713.59	499,625.50	1.06
TOTAL REVENUES		505,000.00	1,039.67	375.00	503,960.33	0.21
TOTAL EXPENDITURES		505,000.00	5,374.50	2,713.59	499,625.50	1.06
NET OF REVENUES & EXPENDITURES		0.00	(4,334.83)	(2,338.59)	4,334.83	100.00

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	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	58,772.51	58,772.51	(58,772.51)	100.00
TOTAL EXPENDITURES		0.00	58,772.51	58,772.51	(58,772.51)	100.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	58,772.51	58,772.51	(58,772.51)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(58,772.51)	(58,772.51)	58,772.51	100.00

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 468 - RIVERFRONT DEVELOPMENT						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
752	RIVERWALK DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 10/31/2018

Page: 9/19

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	12,216.00	6,858.96	1,892.18	5,357.04	56.15
INT	INTEREST AND RENTS	56,850.00	8,780.00	1,430.00	48,070.00	15.44
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	15,638.96	3,322.18	54,427.04	22.32
Expenditures						
000		83,000.00	17,414.68	5,062.51	65,585.32	20.98
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		83,000.00	17,414.68	5,062.51	65,585.32	20.98
TOTAL REVENUES		70,066.00	15,638.96	3,322.18	54,427.04	22.32
TOTAL EXPENDITURES		83,000.00	17,414.68	5,062.51	65,585.32	20.98
NET OF REVENUES & EXPENDITURES		(12,934.00)	(1,775.72)	(1,740.33)	(11,158.28)	13.73

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	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	309,950.95	72,899.25	756,149.05	29.07
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	310,018.59	72,899.25	763,581.41	28.88
Expenditures						
000		0.00	2,500.00	2,500.00	(2,500.00)	100.00
550	TREATMENT	1,036,972.50	249,255.94	77,570.65	787,716.56	24.04
551	COLLECTION	244,588.47	173,393.51	132,514.73	71,194.96	70.89
552	CUSTOMER ACCOUNTS	80,345.15	19,075.28	5,404.86	61,269.87	23.74
553	ADMINISTRATION	315,341.50	117,693.63	1,794.50	197,647.87	37.32
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,677,247.62	561,918.36	219,784.74	1,115,329.26	33.50
TOTAL REVENUES		1,073,600.00	310,018.59	72,899.25	763,581.41	28.88
TOTAL EXPENDITURES		1,677,247.62	561,918.36	219,784.74	1,115,329.26	33.50
NET OF REVENUES & EXPENDITURES		(603,647.62)	(251,899.77)	(146,885.49)	(351,747.85)	41.73

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,093,700.00	389,307.44	92,449.95	704,392.56	35.60
INT	INTEREST AND RENTS	13,540.00	1,760.00	440.00	11,780.00	13.00
OTHER	OTHER REVENUE	5,000.00	5,687.04	1,434.10	(687.04)	113.74
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,112,240.00	396,754.48	94,324.05	715,485.52	35.67
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	135,961.64	37,953.75	306,614.21	30.72
571	DISTRIBUTION	312,462.27	239,985.06	159,139.82	72,477.21	76.80
572	CUSTOMER ACCOUNTS	86,013.15	19,074.98	5,404.83	66,938.17	22.18
573	ADMINISTRATION	449,641.50	53,738.57	1,165.55	395,902.93	11.95
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	448,760.25	203,663.95	841,932.52	34.77
TOTAL REVENUES		1,112,240.00	396,754.48	94,324.05	715,485.52	35.67
TOTAL EXPENDITURES		1,290,692.77	448,760.25	203,663.95	841,932.52	34.77
NET OF REVENUES & EXPENDITURES		(178,452.77)	(52,005.77)	(109,339.90)	(126,447.00)	29.14

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 10/31/2018

Page: 12/19

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	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	13,931.61	6,834.65	71,008.39	16.40
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	13,931.61	6,834.65	71,008.39	16.40
TOTAL REVENUES		80,274.00	0.00	0.00	80,274.00	0.00
TOTAL EXPENDITURES		84,940.00	13,931.61	6,834.65	71,008.39	16.40
NET OF REVENUES & EXPENDITURES		(4,666.00)	(13,931.61)	(6,834.65)	9,265.61	298.58

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	172,350.00	61,489.64	13,096.78	110,860.36	35.68
INT	INTEREST AND RENTS	150.00	0.00	0.00	150.00	0.00
OTHER	OTHER REVENUE	500.00	18.73	0.00	481.27	3.75
TRANSIN	TRANSFERS IN	62,340.00	0.00	0.00	62,340.00	0.00
TOTAL REVENUES		235,340.00	61,508.37	13,096.78	173,831.63	26.14
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	366,124.05	56,152.00	18,629.57	309,972.05	15.34
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	56,152.00	18,629.57	309,972.05	15.34
TOTAL REVENUES		235,340.00	61,508.37	13,096.78	173,831.63	26.14
TOTAL EXPENDITURES		366,124.05	56,152.00	18,629.57	309,972.05	15.34
NET OF REVENUES & EXPENDITURES		(130,784.05)	5,356.37	(5,532.79)	(136,140.42)	4.10

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	7,250.00	2,750.00	(7,250.00)	100.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	7,250.00	2,750.00	(7,250.00)	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	7,250.00	2,750.00	(7,250.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	7,250.00	2,750.00	(7,250.00)	100.00

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	4,000.00	(264.67)	151.30	4,264.67	(6.62)
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		4,000.00	(264.67)	151.30	4,264.67	(6.62)
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	(264.67)	151.30	4,264.67	6.62
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(264.67)	151.30	264.67	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	18,000.00	(3,731.60)	(267.95)	21,731.60	(20.73)
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		18,000.00	(3,731.60)	(267.95)	21,731.60	(20.73)
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	(3,731.60)	(267.95)	21,731.60	20.73
TOTAL EXPENDITURES		18,000.00	0.00	0.00	18,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(3,731.60)	(267.95)	3,731.60	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 10/31/2018

Page: 17/19

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	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

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 10/31/2018

Page: 18/19

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 717 - TRAILWAY						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	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	3,145,684.27	373,038.33	4,012,051.18	43.95
TOTAL EXPENDITURES - ALL FUNDS		7,984,746.28	2,317,688.07	784,219.84	5,667,058.21	29.03
NET OF REVENUES & EXPENDITURES		(827,010.83)	827,996.20	(411,181.51)	(1,655,007.03)	100.12

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

October 2018





November 15, 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 October Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 43.44 million gallons of wastewater were treated, up from 35.35 million gallons the month before.

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

INDUSTRIAL PRETREATMENT PROGRAM

The Fullers Septic October surcharges were \$24.44. No operational problems were experienced at the plant from this discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
10/3	Bernard's Ace Hardware (1)	\$ 307.12
10/8	Lubrication Engineers (2)	230.36
10/19	Self-Serve Lumber (3)	8.24
10/25	Windemuller Electric (4)	1557.58
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 17-18)*		\$ 12,225.88*
Maintenance Allowance Spent YTD		\$ 4,773.74
Balance of Maintenance Allowance		\$ 7,452.14

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

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

- Purchased weed killer for plant grounds and replaced furnace filters on rooftop heaters (1)
- Conducted semi-annual oil changes on plant equipment (2)
- Purchased PVC fittings for process control bleach line (3)
- Subcontractor installation of storage tank mixer (4)

PROJECTS FOR THE FUTURE

- Continue painting projects
- Annual maintenance on plant mowers
- Finish replacing process control bleach line

The ditch rehabilitation project has been finished and came in under budget. The City budgeted \$150,000 for this project and the bill came in at \$118,590, a savings of \$31,410.

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

Respectfully submitted,

SUEZ



Brian Vander Meulen
Plant Manager

OCTOBER EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 3 mg/l, 88% under the NPDES limit of 25 mg/l. The worst 7-day average was 4 mg/l, 90% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 1.9 mg/l, 94% under the NPDES limit of 30 mg/l. The worst 7-day average was 2.3 mg/l, 95% under the NPDES limit of 45 mg/l.

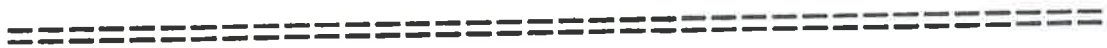
The monthly average for Phosphorus was 0.46 mg/l, the limit is 1.0 mg/l.

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 101 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 119 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.036 mg/l; the limit is 0.038 mg/l. The monthly average was 0.028 mg/l.

Appendix A



Plant Influent Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

R4607 4/74
4833-6040

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

Plant No. Month Year
410049 October 2018

Superintendent's Signature
Brian Vander Meulen, Supt.

	WEATHER		FLOW		RAW SEWAGE QUALITY											
D A Y P N S F	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD		SS		Total-P		VSS	NH3-N	Mercury	D A Y P N S F
	0033	0045	50050	50051	00011	00400	mg/l	LBS	mg/l	LBS	mg/l	LBS	mg/l	mg/l	ng/l	
1	34	0.91	1.49	1.90	65	7.4	108	1342	82	1019			80			1
2	3	0.00	1.71	2.00												2
3	26	0.00	1.71	2.30	65	7.4	74	1055	72	1027	1.2	17.4	60	7.0		3
4	2	0.00	1.61	1.90												4
5	2478	0.45	1.41	1.80	65	7.4	96	1129	64	753			62			5
6	347	0.42	1.54	1.80												6
7	34	0.02	1.59	1.80												7
8	26	0.00	1.50	1.80	65	7.5	75	938	62	776			60			8
9	26	0.00	1.49	1.90											58	9
10	346	1.22	1.60	2.40	65	7.7	113	1508	114	1521	1.7	22.7	104	8.3		10
11	24	0.02	1.68	2.00												11
12	27	0.00	1.57	1.90	65	7.4	74	969	48	629			46			12
13	268	0.00	1.60	1.90												13
14	247	0.14	1.61	1.80												14
15	27	0.00	1.48	1.80	65	7.4	82	1012	68	839			66			15
16	27	0.00	1.47	1.80												16
17	278	0.00	1.37	1.70	64	7.4	107	1223	116	1325	1.8	20.6	108	7.2		17
18	27	0.00	1.39	1.70												18
19	247	0.13	1.29	1.80	64	7.4	158	1700	132	1420			128			19
20	348	0.07	1.28	1.60												20
21	27	0.00	1.30	1.60												21
22	17	0.00	1.24	1.60	63	7.5	96	993	70	724			68			22
23	27	0.00	1.24	1.60												23
24	27	0.00	1.20	1.50	62	7.5	113	1131	90	901	1.4	14.0	88	9.4		24
25	27	0.00	1.17	1.40												25
26	268	0.00	1.10	1.60	62	7.5	173	1587	170	1560			158			26
27	36	0.01	1.16	1.40												27
28	347	0.30	0.98	1.80												28
29	26	0.00	1.14	2.10	62	7.3	69	656	54	513			48			29
30	24	1.23	1.23	2.10												30
31	27	0.00	1.29	1.60	62	7.5	108	1162	60	646	1.7	18.3	58	9.5		31
TL	XXXX	4.92	43.44	XXXX	XXXX	XXXX	XXXX	36325	XXXX	30229	XXXX	575	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	1.40	XXXX	64	7.5	103	1172	86	975	1.6	18.5	81	8.3	XXXX	ME
MAX	XXXX	1.23	1.71	2.40	65	7.7	173	1700	170	1560	1.8	22.7	158	9.5	XXXX	MAX
MIN	XXXX	XXXX	0.98	1.40	62	7.3	69	656	48	513	1.2	14.0	46	7.0	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. Month Year
410049 October 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	Detention Time Hours	Sludge Age Days	Organic Loading F/M	MLSS mg/l	MLVSS mg/l	Settle. %	SDI %	DO mg/l	SVI %	SS %	VSS %	Waste Kgal			
1	96	11.6	13.6	0.13	2307	1759	15	1.54	4.6	65	0.50	0.38	0.0	4	1	
2		10.1											2.7		2	
3		10.1	15.1	0.09	2585	2001	19	1.36	4.8	74	0.64	0.49	19.0		3	
4		10.7											0.0		4	
5		12.2	14.6	0.14	1832	1370	19	0.96	3.9	104	0.70	0.53	15.7		5	
6		11.2											0.0		6	
7		10.8											0.0		7	
8		11.5	18.9	0.08	2452	1908	22	1.11	4.3	90	1.03	0.81	0.0		8	
9		11.6											6.5		9	
10		10.8	11.2	0.12	2853	2149	23	1.24	3.5	81	0.72	0.54	0.0		10	
11		10.3											14.5		11	
12		11.0	26.9	0.07	2825	2189	24	1.18	5.0	85	0.61	0.46	0.0		12	
13		10.8											0.0		13	
14		10.7											0.0		14	
15		11.6	22.1	0.07	3098	2358	27	1.15	4.5	87	0.66	0.50	16.7		15	
16		11.7											0.0		16	
17		12.6	13.6	0.09	3016	2301	29	1.04	4.8	96	0.65	0.49	0.0		17	
18		12.4											20.4		18	
19		13.4	12.0	0.13	2854	2220	27	1.06	4.2	95	0.70	0.54	17.1		19	
20		13.5											0.0		20	
21		13.3											2.9		21	
22		13.9	22.0	0.08	2665	2043	30	0.89	4.4	113	0.61	0.47	14.9		22	
23		13.9											0.0		23	
24		14.4	19.7	0.08	2966	2308	30	0.99	4.6	101	0.64	0.50	0.0		24	
25		14.7											0.0		25	
26		15.7	12.4	0.11	3229	2502	30	1.08	3.2	93	0.63	0.49	6.8		26	
27		14.9											0.0		27	
28		17.6											0.0		28	
29		15.1	42.3	0.04	3629	2806	32	1.13	3.6	88	0.67	0.52	56.6		29	
30		14.0											18.5		30	
31		13.4	25.3	0.09	2728	2124	25	1.09	4.6	92	0.60	0.46	0.0		31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	212.3	XXXX	TL	
ME	96	12.6	19.3	0.09	2789	2146	25	1.13	4.3	90	0.67	0.51	6.8	XXXX	ME	
MAX	XXXX	17.6	42.3	0.14	3629	2806	32	1.54	5.0	113	1.03	0.81	56.6	XXXX	MAX	
MIN	XXXX	10.1	11.2	0.04	1832	1370	15	0.89	3.2	65	0.50	0.38	XXXX	XXXX	MIN	

Remarks:

4833-5034
R4609 4/74

Final Effluent Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Plant No. 410049
Month October
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.Coll	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	5	60	96	1.8	22	98				1.6	7.4	9.8	108		0.034		1
2																	2
3	3	48	95	3.3	47	95	0.48	6.85	60	2.0	7.4	9.4	107	0.04	0.018		3
4																	4
5	2	27	98	1.0	12	98				0.9	7.4	9.5	90		0.035		5
6																	6
7																	7
8	3	31	97	1.5	19	98				1.4	7.4	9.6	148		0.026		8
9																0.2	9
10	4	49	97	1.0	13	99	0.42	5.60	75	0.9	7.3	8.9	102	0.04	0.020		10
11																	11
12	2	26	97	0.8	10	98				0.7	7.4	9.6	112		0.022		12
13																	13
14																	14
15	6	70	93	4.0	49	94				3.8	7.4	9.8	84		0.034		15
16																	16
17	3	38	97	1.4	16	99	0.45	5.14	75	1.2	7.4	9.6	86	0.03	0.028		17
18																	18
19	2	22	99	1.4	15	99				1.3	7.4	9.9	172		0.026		19
20																	20
21																	21
22	3	35	96	1.5	16	98				1.4	7.4	10.2	66		0.032		22
23																	23
24	3	31	97	1.4	14	98	0.43	4.30	69	1.3	7.4	10.5	60	0.04	0.029		24
25																	25
26	3	25	98	2.1	19	99				1.7	7.4	10.2	256		0.036		26
27																	27
28																	28
29	4	38	94	2.4	23	96				2.0	7.4	10.2	54		0.034		29
30																	30
31	3	32	97	2.4	26	96	0.51	5.49	70	2.2	7.3	9.8	95	0.02	0.019		31
TL	XXXX	1180	XXXX	XXXX	668	XXXX	XXXX	169.8	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	3	38	97	1.9	22	98	0.46	5.48	70	1.6	7.4	9.8	101	0.03	0.028	XXXX	ME
WA	4	49	96	2.3	27	97	XXXX	XXXX	XXXX	2.1	7.4	9.3	119	0.04	0.033	XXXX	WA
MAX	6	70	99	4.0	49	99	0.51	6.85	75	3.8	7.4	10.5	256	0.04	0.036	XXXX	MAX
MIN	2	22	93	0.8	10	94	0.42	4.30	60	0.7	7.3	8.9	54	0.02	0.018	XXXX	MIN

Remarks: Fecal Coli for October are actually "Greater Than"
Cl2 Residuals for October 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 October Year 2018

Superintendent's Signature Brian Vander Meulen, Supt.

Grit		Aux Fuel	Power Consumption	Chemicals Applied		
D A Y P N S	CF	Nat. Gas	KWH	CL2	FeCL2	
		CF		LBS	GAL	
		2	3			
1		1	1.6	10	20	
2		0	1.6	7	30	
3		0	1.8	9	35	
4		0	1.6	9	35	
5		1	1.4	5	30	
6		0	1.6	5	35	
7		0	1.6	10	35	
8		0	1.6	10	35	
9		0	1.6	8	35	
10		1	1.6	7	35	
11		0	1.6	5	30	
12		5	1.6	10	35	
13		1	1.6	10	35	
14		2	1.8	5	30	
15		8	1.6	5	35	
16		11	1.6	8	35	
17		6	1.6	5	35	
18		10	1.8	10	35	
19		4	1.4	5	35	
20		2	1.6	4	40	
21		7	1.4	6	30	
22		12	1.6	10	35	
23		10	1.6	5	30	
24		10	1.6	7	40	
25		11	1.6	8	30	
26		7	1.4	7	35	
27		2	1.4	7	35	
28		7	1.6	6	30	
29		13	1.6	10	35	
30		7	1.6	5	30	
31		4	1.6	6	35	
TL	31	142	49.2	224	1035	0
ME	1	5	1.6	7	33	0
MAX	1	13	1.8	10	40	0
MIN	1	0	1.4	4	20	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	208	0	0	0
Total	2	1	392	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
2018	10	01	FROM	2018	10	31
			TO			

*** 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	1.40	1.71	(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	22	27	(26)	*****	1.9	2.3	(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	38	49	(26)	*****	3	4	(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	*****	*****	****	*****	*****	0.04	(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	5.5	6.8	(26)	*****	0.46	0.51	(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	*****	*****	****	*****	*****	0.036	(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	*****	0.000002		*****	*****	0.2		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	11	10
TYPED OR PRINTED							SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR

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

P=AFTER DISINFECTION

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This is an electronic copy.

Page 1 of 2

JAME/ADDRESS (Include Facility Name/Location if Different)

LOWELL WWTP
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

LOWELL WWTP
LOWELL MI 49331
BRIAN VANDER MEULEN

MONITORING PERIOD

YEAR	MO	DAY	YEAR	MO	DAY
2018	10	01	2018	10	31

*** NO DISCHARGE ☐ ***

NOTE: Read Instructions before completing this form.

METER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
OTAL	SAMPLE MEASUREMENT	*****	0.000004		*****	*****	0.51		0	1/90	CALCTD
	PERMIT REQUIREMENT	*****	0.000036		*****	*****	3.0			QUARTERLY	CALCTD
INFECT	SAMPLE MEASUREMENT	*****	12-Mo Rolling Avg	lbs/day	*****	*****	12-Mo Rolling Avg	ng/L			
ECAL	PERMIT REQUIREMENT	*****	*****	*****	*****	101	119	(19)	0	3/7	GRAB
	SAMPLE MEASUREMENT	*****	*****	*****	*****	200	400			DAILY	GRAB
NTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	*****	MONTHLY AVG	7 DAY AVG	mg/L			
PERCENT	SAMPLE MEASUREMENT	*****	*****		97	*****	93	(23)	0	1/30	CALCTD
	PERMIT REQUIREMENT	*****	*****	*****	85	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
REMOVAL	SAMPLE MEASUREMENT	*****	*****		98	*****	94	(23)	0	1/30	CALCTD
PENDED	PERMIT REQUIREMENT	*****	*****	*****	85	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
REMOVAL	SAMPLE MEASUREMENT	*****	*****		7.3	*****	7.4	(12)	0	3/7	GRAB
REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	6.5	*****	9.0			WEEKDAYS	GRAB
	SAMPLE MEASUREMENT	*****	*****		8.9	*****	*****	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	*****	3.0	*****	*****			WEEKDAYS	GRAB
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	PHONE NUMBER		DATE		
		(616) 897-8135	2018	11	10	
SIGNED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA CODE	NUMBER	YEAR	MO DAY

AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

DISINFECTION

320-1 (Rev 3/99) Previous editions may be used.

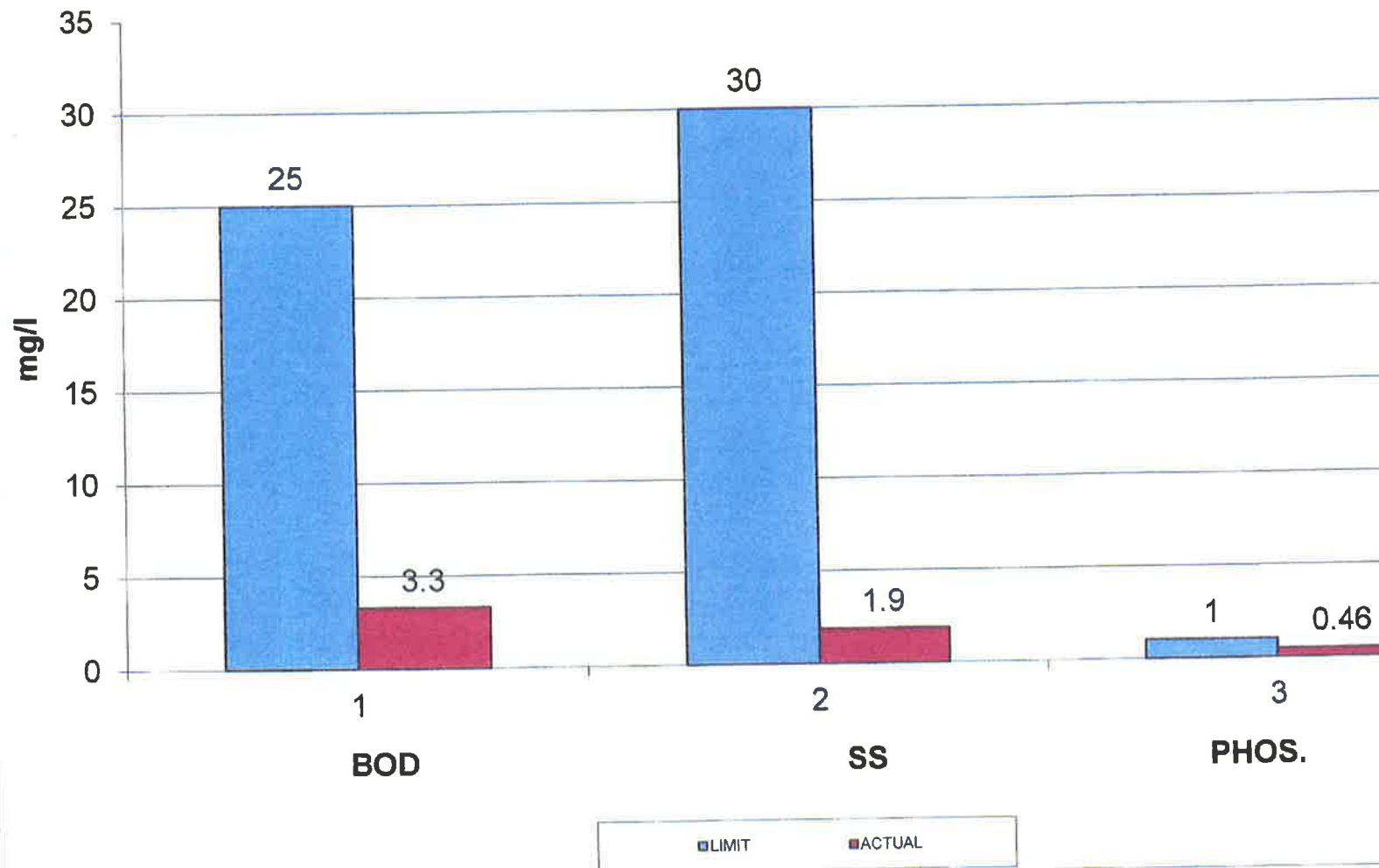
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Page 2 of 2

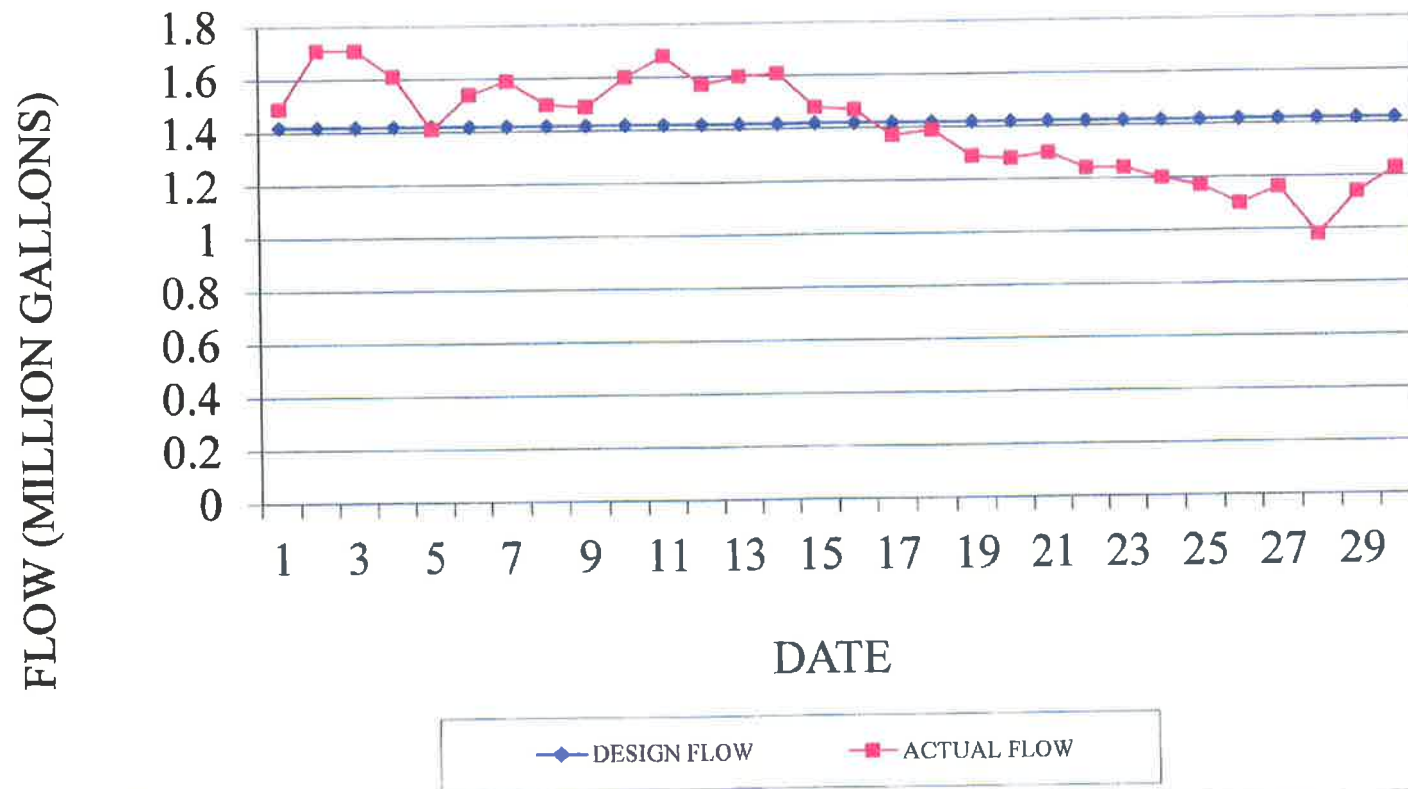
Appendix B



EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW



APPOINTMENTS

	Expires
Airport Board	
Vacancy (David Pasquale – Currently Serving)	01/01/2019
Vacancy (Eric Nelson - Currently Serving)	01/01/2019
Building Authority	
Vacancy (Suzanne Olin – Currently Serving)	01/01/2019
Construction Board of Appeals	
Vacancy (Dan DesJarden – Currently Serving)	01/01/2019
Vacancy (Mark Mundt – Currently Serving)	01/01/2019
Vacancy (Greg Canfield – Currently Serving)	01/01/2019
Downtown Development Authority	
Vacancy (Rick Seese – Currently Serving)	01/01/2019
Vacancy (Mike Larkin – Currently Serving)	01/01/2019
Downtown Historic District Commission	
Vacancy (Brian McLane – Currently Serving)	01/01/2019
Lowell Area Recreation Authority	
Vacancy (Greg Canfield – Currently Serving)	11/15/2018