



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
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CITY OF LOWELL
CITY COUNCIL AGENDA

MONDAY, DECEMBER 17, 2018, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. CONSENT AGENDA
 - Approval of the Agenda.
 - Approve and place on file the City Council/Parks and Recreation Commission Joint Minutes and Regular minutes of the December 3, 2018 City Council meeting.
 - Approve and place on file the City Council Minutes of the Special December 8, 2018 City Council meeting.
 - Authorize payment of invoices in the amount of \$142,995.03.
3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

IF YOU WISH TO ADDRESS AN AGENDA ITEM, PUBLIC COMMENT FOR EACH ITEM WILL OCCUR AFTER THE INITIAL INFORMATION IS SHARED ON THE MATTER AND INITIAL DELIBERATIONS BY THE PUBLIC BODY. PUBLIC COMMENT WILL OCCUR BEFORE A VOTE ON THE AGENDA ITEM OCCURS.
4. OLD BUSINESS
 - a. SAW Grant
 - b. City Income Tax
 - c. 2560 Bowes Road
5. NEW BUSINESS
6. BOARD/COMMISSION REPORTS
7. MONTHLY REPORTS
8. MANAGER'S REPORT
9. APPOINTMENTS
10. COUNCIL COMMENTS
11. CLOSED SESSION – At the request of the City Manager for his personnel evaluation.
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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MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, December 17, 2018

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

2. CONSENT AGENDA

- Approval of the Agenda.
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- Approve and place on file the City Council Minutes of the Special December 8, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$142,995.03.

3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

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

4. OLD BUSINESS

- a. SAW Grant. Memo is provided by City Manager Mike Burns.

Recommended Motion: No recommended action at this time.

- b. City Income Tax. Memo is provided by City Manager Mike Burns.

Recommended Motion: No recommended action at this time.

- c. 2560 Bowes Road. Memo is provided by City Manager Mike Burns.

Recommended Motion: That the Lowell City Council approve Resolution 33-18 to enter into an agreement with the Lowell Township to sell 2560 Bowes at a cost not to exceed \$20,555 contingent upon them entering into a lease agreement with Vergennes Broadband and the agreement not to detach the property from the City.

5. NEW BUSINESS
6. BOARD/COMMISSION REPORTS
7. MONTHLY REPORTS
8. MANAGER'S REPORT
9. APPOINTMENTS
- 10 COUNCIL COMMENTS
11. CLOSED SESSION – At the request of the City Manager for his personnel evaluation
12. ADJOURNMENT

**PROCEEDINGS
OF THE JOINT MEETING BETWEEN
CITY COUNCIL
OF THE
CITY OF LOWELL & PARKS AND RECREATION COMMISSION
MONDAY, DECEMBER 03, 2018, 5:30 P.M.**

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

The Meeting was called to order at 5:30 p.m. by Mayor DeVore and City Clerk Susan Ullery called roll.

Present: Councilmembers Marty Chambers, Jim Salzwedel, and Mayor DeVore.

Absent: Councilmember Canfield.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, Police Chief Steve Bukala, and Assistant City Manager Rich LaBombard.

Present for Park & Recreation Commission: Chair Perry Beachum, Commissioner Susan Pomper, Commissioner Theresa Mundt, and Paula Merendorf (arrived at 5:38 p.m.)

Absent: Councilmember Canfield.

2. EXCUSE ABSENCES.

IT WAS MOVED BY SALWEDEL and seconded by CHAMBERS to excuse the absence of Councilmember Canfield.

YES: Councilmember Chambers, Councilmember Salzwedel and Mayor DeVore.

NO: 0. ABSENT: Councilmember Canfield. MOTION CARRIED.

For Parks & Recreation Commission:

IT WAS MOVED BY MUNDT and seconded by POMPER to excuse the absence of Councilmember Canfield and Commissioner Merendorf.

YES: 3 NO: None ABSENT: 2 MOTION CARRIED.

3. APPROVAL OF THE AGENDA.

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

CC YES: 3 NO: None. ABSENT: Councilmember Canfield MOTION CARRIED

P&R YES: 3 NO: None. ABSENT: Councilmember Canfield & Commissioner Merendorf. MOTION CARRIED.

4. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

There was none.

5. RFP FOR RIVERWALK PARK PROPERTY.

City Manager Michael Burns stated for the past year, he has been working with developers interested in redeveloping the Unity School Property. As part of their proposed project, they requested a 263.3' x 7'

piece of property along the eastern region of the Riverside Park property to facilitate their development.

Our City Charter requires a vote of the people in order to sell, transfer or dispose of any property in a Master Plan of the City. Currently, the Riverside Park is in the Parks and Recreation Master Plan. The requested portion of property is technically in the plan, however, this is undeveloped property. If a sale were to occur, this portion must be removed from the Parks and Recreation Master Plan.

If the portion of property were to be sold, transferred or disposed of, there is another issue to address. In 2012, the City of Lowell received a Michigan Department of Natural Resources Trust Fund Grant to redevelop the path and the boat launch at Riverside Park. A condition of receiving this grant requires the park remain in perpetuity or the grant money received must be returned. However, over time, the DNR recognizes situations such as private development encroaching park property. The DNR allows a land transfer component whereby the municipality receives new land to use as park property in exchange for land where the Trust Fund Grant was provided for. In addition, the value/size of land must be equal to or greater than the land being removed from the affected park.

Burns continued stating that back in October, he presented the project to the City Council and was directed to write an RFP, and at some point set today's meeting. The RFP was purposely written prior to this joint meeting to review all possibilities coming in and have officially requested information to consider and move forward on this process. The parcel of property being considered is a non-conforming parcel and can never be sold on its own per the Michigan Land Division Act, the parcel must be adjacent to a contiguous property and added to it.

On November 29, 2018 the City received one bid from the RFP and it was from Unity School Investors, LLC which includes Dr. Jerry Zandstra and Todd Schaal. They are proposing to transfer a 48' X 67' parcel or 3,216 sq. ft. of property owned by them to be transferred to the City as park property in return for the 263.2' X 7' ft of property at Riverside Park. There was also a discussion about possibly vacating High Street for the development. This has not been formally requested to the City Council at this time nor was it part of the RFP process.

Burns continued if the City is interested in moving forward on this development in the manner requested, the steps of removing it from the Parks and Recreation Master Plan and addressing the DNR Trust Fund issues must occur.

City Council and the Parks and Recreation Commissioners discussed at length. Commissioner Perry Beachum was concerned the value of the exchange of properties was not comparable and could not visualize the development the Unity School Investors are proposing. Beachum was also concerned with South Broadway and the sidewalk project and whether the City is paying for that. Also Beachum was very disappointed in the waterline project that goes to the ball field.

Commissioner Merendorf thanked Council for their efforts to research the laws and processes on the proposed plan and to come to the Park and Recreation Commission with a clear vision of what they are thinking and the next steps to take.

Councilmember Chambers stated he liked the joint meeting, and does agree with Perry on the waterline project.

6. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by Chambers to adjourn the meeting at 6:32 p.m.

YES: 3 NO: None Absent: Councilmember Canfield MOTION CARRIED.

Parks and Recreation Commission:

YES: 4 NO: None Absent: Councilmember Canfield MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, DECEMBER 03, 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, Jim Salzwedel and Mayor DeVore.

Absent: Councilmember Canfield.

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

2. EXCUSE OF ABSENCES.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to excuse the absence of Councilmember Canfield.

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

NO: None. ABSENT: Councilmember Canfield. MOTION CARRIED.

3. APPROVAL OF THE CONSENT AGENDA.

- Approval of the Agenda.
- Approve and place on file the Committee of the Whole and Regular minutes of the November 19, 2018 City Council meetings.
- Approve and place on file the Special Meeting minutes of the November 28, 2018 City Council Meeting.
- 2019 Meeting Dates
- Authorize payment of invoices in the amount of \$263,292.30.

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

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

NO: None. ABSENT: Councilmember Canfield. MOTION CARRIED.

4. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Police Chief Steve Bukala wanted to thank Sargent Chris Hurst and Lieutenant Cory Velzen publically for their actions on Thursday, November 29, 2018 at 11:00 pm while responding to a house fire and putting their life at risk when pulling a loan occupant out of the house that contained an oxygen tank which exploded shortly thereafter.

5. OLD BUSINESS.

- a. City Council Appointments.

Mayor DeVore stated they would hold a meeting for the two City Council applicants Saturday, December 8, 2018 at 12:00 pm for the interviews and then they will have time to think it over before the meeting on December 17, 2018.

b. City Income Tax.

City Manager Michael Burns stated earlier in the year, the City Council approved a study with Great Lakes Economic Consulting pertaining to a consideration of a City Income Tax. For the past three months, they have been researching data to determine an estimated amount if the City were to consider a City Income tax. Burns then introduced Mitch Bean and Bob Kleine to come and present their findings.

Bob Kleine thanked the City Manager and City Council for the opportunity to conduct the study and stated he is confident the report contains all the information needed to make an informed decision whether to present an income tax proposal to the voters. He then went through the report and pointed out some highlights.

Mitch Bean then spoke on some administration issues that would need to be considered if we did go through with the City income tax.

City Manager Michael Burns asked if there are any studies that show Cities who implemented City Income Tax and it crippled their community or detracted business. Mitch Beans' answer was no. Burns then explained to the Council, we need to start looking at a means for the future repair and maintenance of our City's infrastructure and thanked Mitch Bean and Bob Kleine for their thorough report.

c. Next steps – Recreational Marijuana Facilities.

City Manager Michael Burns stated we chose not to opt out on Proposal 1 so the City will ultimately allow for recreational commercial marijuana facilities in the city, therefore there is more work to be done on this. Some now and some we will have to wait on until LARA will dictate what the rules and regulations are (approximately within a year) and we will have to follow once enacted. What Council can start thinking about is where they want these facilities, how many, and establish zoning regulations for these areas. It would be a good idea to have as much of these things in place when LARA completes their rules and regulations.

Council will reach out to the Planning Commission and see if they can meet with Council to formulate a plan of steps.

6. NEW BUSINESS.

a. Ordinance 18-08 – LL&P Board Recommendation to Amend Section 22.1 of Chapter 22.

Lowell Light & Power General Manager Steve Donkersloot then spoke regarding the amendments to Section 22.1, "Billing and enforcement" of Chapter 22, "Electric Utility Rates and Charges," of the Code of Ordinance of the City of Lowell.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adopt the amended Section 22.1 of Chapter 22 of the City Code of Ordinances as presented.
YES: Councilmember Chambers, Mayor Devore and Councilmember Salzwedel. NO: None. ABSENT:

Councilmember Canfield. MOTION CARRIED.

7. **BOARD/COMMISSION REPORTS.**

Councilmember Salzwedel stated LCTV Endowment Board would meet December 5th, 2018 at 7:00 pm.

8. **MANAGERS REPORT.**

City Manager Michael Burns reported on the following:

- New traffic signal at Bowes and Hudson will be up and flashing yellow for two weeks; then will work as normal.
- Radar signs are on and will have one on Foreman Street as well. There will be no messages on them.
- Rich LaBombard & Michael Burns will meet with Prien & Newhoff on December 4, 2018 about the Saw Grant.
- One Bid came in for the showboat @ \$1.5Million. Showboat Committee will meet with City Council at the next Committee of the Whole meeting to discuss if we want to continue to move forward and if so, the next steps to take.
- Lame Duck session of legislation is currently in process, there are a number of bills going through right now (some good and some not). Another two weeks before they are complete, then we will know where we stand.

9. **APPOINTMENTS.**

Dan DesJarden is resigning from the Construction Board of Appeals and his term ends 01/01/2019.
Mike Larkin is resigning from the Downtown Development Authority and his term ends 01/01/2019.

10. **COUNCIL COMMENTS.**

Councilmember Chambers stated the Christmas Parade was awesome regardless of the cold and sleet.

Councilmember Salzwedel stated he enjoyed the Christmas Parade as well.

Mayor DeVore also enjoyed the Christmas Parade and thanked Marty Chambers for letting them warm up in his store.

11. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 7:55 pm.
YES: 3. NO: None. ABSENT: Councilmember Canfield MOTION CARRIED.

Date:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 18-08

AN ORDINANCE TO AMEND SECTION 22.1, "BILLING AND ENFORCEMENT," OF CHAPTER 22, "ELECTRIC UTILITY RATES AND CHARGES," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL

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

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment to Section 22.1 of Chapter 22. Section 22.1, "Billing and enforcement," of Chapter 22, "Electric Utility Rates and Charges," of the Code of Ordinances of the City of Lowell is amended to read as follows:

Sec. 22-1. – Billing and enforcement.

- (a) *Lien.* Electric service rates and charges, including any late payment penalties, interest and charges, shall constitute a lien on all premises served which lien shall become effective immediately upon the provision of electric service to the premises. Whenever such rates and charges are delinquent and remain unpaid, the rates and charges shall be entered on the next ad valorem real property tax roll for the property served and collected in the same manner as ad valorem real property taxes. The city treasurer shall on or before March 1 of each year, turn such delinquent and unpaid charges over to the county treasurer in the same fashion as delinquent and unpaid ad valorem real property taxes. Provided, however, unless otherwise agreed by a property owner in writing, such charges shall not be a lien on the property served if the owner of the property has leased the property, the owner is not, according to the lease provisions, both the owner and the lessee, and proof of such lease is provided to the city as required by applicable law. Where the owner is not responsible for such charges and has not otherwise agreed in writing, the lessee shall, before the commencement of electric service to the premises, cause to be deposited with the city treasurer an amount

equal to an estimated two (2) months' electric service rates and charges and shall cause such deposit to continue at that level throughout the lease term. The city shall apply the funds in that deposit (i) against any and all delinquent charges of the lessee and (ii) toward such lessee's final bill upon termination of electric service with any balance returned to lessee.

(b) *Discontinuance.* Subject to applicable state law, the city shall have the right to shut off and discontinue the supply of electricity to any premises for the nonpayment of electric service rates and charges when due.

(c) *Other remedies.* The remedies provided in this section shall be cumulative together with all other remedies under state or common law and this Code.

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 Chambers, Canfield, Mayor DeVore and Councilmember Salzwedel

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

ORDINANCE DECLARED ADOPTED.


Dated: December 3, 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 December 3, 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 December 5, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on December 15, 2018, and was effective December 15, 2018, ten (10) days after publication.

Dated: December 3, 2018



Susan Ullery
City Clerk

**PROCEEDINGS
OF
CITY COUNCIL SPECIAL MEETING
OF THE
CITY OF LOWELL
SATURDAY DECEMBER 8, 2018, 10:00 A.M.**

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

The Special Meeting was called to order at 10:00 a.m. by Mayor DeVore and City Clerk Sue Ullery called roll.

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

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Sue Ullery.

2. APPROVAL OF THE AGENDA.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve the agenda as written.
YES: Councilmember Canfield, Mayor DeVore, Councilmember Salzwedel, and Councilmember Chambers.
NO: None. ABSENT: None. MOTION CARRIED.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

There was none.

4. INTERVIEW CANDIDATES FOR THE LOWELL CITY COUNCIL.

City Councilmembers interviewed Pam Krause, arrived at 10:00, was asked several questions and finished at 10:07.

City Councilmembers interviewed Cliff Yankovich, arrived at 10:26, was asked several questions and finished at 10:45.

City Councilmembers discussed each candidate.

IT WAS MOVED BY DEVORE and seconded by Salzwedel to appoint Cliff Yankovich as the new City Councilmember.

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

5. ADJOURNMENT.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 10:55 pm.
YES: 4. NO: None. ABSENT: None. MOTION CARRIED.

Date:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

12/13/2018 10:28 AM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 12/07/2018 - 12/13/2018
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					
101-000-040.000	ACCOUNTS RECEIVABLE	63RD DISTRICT COURT	BOND DIANA FARRELL	100.00	72163
101-000-084.015	DUE FROM FIRE AUTHORITY	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72167
101-000-085.000	DUE FROM LIGHT & POWER	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72167
101-000-085.000	DUE FROM LIGHT & POWER	DICKINSON WRIGHT PLLC	LEGAL SERVICES - LITEHOUS	314.50	72171
101-000-085.000	DUE FROM LIGHT & POWER	LOWELL LIGHT & POWER	STATE OF MI REFUND 2017	1,549.34	72223
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES	116.50	72186
101-000-225.000	DUE TO SET -TRAILER FEES	KENT COUNTY TREASURER	TRAILER FEES	466.00	72186
Total For Dept 000				2,583.44	
Dept 101 COUNCIL					
101-101-955.000	MISCELLANEOUS EXPENSE	VISA	VISA STATEMENT	35.52	72217
Total For Dept 101 COUNCI				35.52	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	GREAT LAKES ECONOMIC CONS	INCOME TASX FEASIBILITY S	4,875.00	72180
101-172-801.000	PROFESSIONAL SERVICES	GREATER LOWELL CHAMBER FO	LOWELL COMMUNITY CLEAN UP	1,005.00	72181
101-172-801.000	PROFESSIONAL SERVICES	SCHRAUBEN, AMANDA B.	NEWSLETTER JAN-DEC	2,400.00	72203
Total For Dept 172 MANAGE				8,280.00	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	56.18	72217
101-191-740.000	OPERATING SUPPLIES	ELECTIONSOURCE	ANNUAL TABULATOR MODEM	300.00	72174
Total For Dept 191 ELECTI				356.18	
Dept 209 ASSESSOR					
101-209-955.000	MISCELLANEOUS EXPENSE	MICHIGAN ASSESSOR ASSOCIA	MEMBERSHIP - JEFF RASHID	90.00	72190
Total For Dept 209 ASSESS				90.00	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - ADMIRAL	1,167.10	72171
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - GENERAL	3,311.50	72171
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES- TRAIL	1,165.50	72171
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - SABO PR	993.80	72171
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	128.00	72171
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - RIVERSID	425.50	72171
Total For Dept 210 ATTORN				7,191.40	
Dept 215 CLERK					
101-215-850.000	COMMUNICATIONS	VISA	VISA STATEMENT	58.29	72217
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	610.48	72187
Total For Dept 215 CLERK				668.77	
Dept 253 TREASURER					
101-253-860.000	TRAVEL EXPENSES	GERARD, LORI	BS&A MILEAGE PAYROLL CLAS	73.58	72179
Total For Dept 253 TREASU				73.58	
Dept 265 CITY HALL					
101-265-740.000	OPERATING SUPPLIES	PHOTOGRAPHY BY MARISA	CITY HALL/POLICE HEADSHOT	200.00	72198
101-265-802.000	CONTRACTUAL	FIRE PROS INC.	CITY HALL SPRINKLER INSPE	310.00	72177
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	300.00	72200
101-265-802.000	CONTRACTUAL	FIRE PROS INC.	POLICE DEPT FIRE EXTINGUI	521.45	72220
101-265-802.000	CONTRACTUAL	FIRE PROS INC.	CITY HALL FIRE EXTINGUISH	81.50	72220
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72167
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	149.85	72167
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ENERGY STATEMENTS	767.25	72168
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	2,362.09	72224
101-265-930.000	REPAIR & MAINTENANCE	NORTHSTAR MEDICAL EQUIPME	HEARTSTART SMART PADS	47.60	72194
101-265-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	10.80	72204
Total For Dept 265 CITY H				4,769.09	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	5.09	72204

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 276 CEMETERY					
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	147.34	72224
101-276-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	3.59	72165
Total For Dept 276 CEMETE				156.02	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCAN NOVEMBER 2018	378.00	72207
101-301-744.000	UNIFORMS	CURTIS CLEANERS	POLICE UNIFORM CLEANING	394.25	72169
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	15.00	72195
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLCIE UNIFORMS	12.00	72195
101-301-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72167
101-301-930.000	R & M EQUIPMENT	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	28.95	72165
101-301-931.000	R & M POLICE CARS	BETTEN BAKER	POLICE VEHICLE	120.03	72166
101-301-931.000	R & M POLICE CARS	NAPA AUTO PARTS	ACCOUNT STATEMENT	8.94	72193
101-301-931.000	R & M POLICE CARS	SAFELITE FULFILLMENT, INC	POLICE CAR R & M	300.57	72201
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	VISA STATEMENT	57.11	72217
101-301-955.000	MISCELLANEOUS EXPENSE	PHOTOGRAPHY BY MARISA	CITY HALL/POLICE HEADSHOT	200.00	72198
101-301-957.000	TRAINING	VISA	VISA STATEMENT	20.00	72217
101-301-958.000	MI CRIMINAL JUSTIS TRAIN.	TRI-TOWN CONSERVATION CLU	2019 FIREARMS TRAINING	1,000.00	72214
101-301-980.000	OFFICE EQUIPMENT	VISA	VISA STATEMENT	43.38	72217
101-301-980.000	OFFICE EQUIPMENT	NAPA AUTO PARTS	ACCOUNT STATEMENT	15.82	72193
101-301-984.000	EQUIPMENT	VISA	VISA STATEMENT	486.81	72217
Total For Dept 301 POLICE				3,099.41	
Dept 305 CODE ENFORCEMENT					
101-305-727.000	OFFICE SUPPLIES	VISA	VISA STATEMENT	100.00	72217
Total For Dept 305 CODE E				100.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	DPW COPY MACHINE CONTRACT	74.02	72173
101-441-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST MANAGEMENT	50.00	72208
101-441-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	POLICE COPY MACHINE CONTR	41.92	72219
101-441-802.000	CONTRACTUAL	FIRE PROS INC.	DPW FIRE EXTINGUISHER INS	484.85	72220
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72167
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ENERGY STATEMENTS	561.10	72168
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	280.04	72224
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,151.15	72224
101-441-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	1.90	72213
Total For Dept 441 DEPART				2,663.53	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ENERGY STATEMENTS	76.57	72168
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	167.89	72224
101-747-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	37.78	72204
101-747-930.000	REPAIR & MAINTENANCE	FIRE PROS INC.	CHAMBER FIRE EXTINGUISHER	71.00	72220
Total For Dept 747 CHAMBE				353.24	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	.CEDAR MULCH	102.00	72212
101-751-744.000	UNIFORMS	FOSBURG, SCOTT	WORK CLOTHING ALLOWANCE	65.62	72178
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	477.14	72224
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	9.95	72165
101-751-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	23.75	72204
Total For Dept 751 PARKS				678.46	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	47.94	72224
Total For Dept 757 SHOWBO				47.94	
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	RIVERSIDE INTEGRATED SYST	LIBRARY ANNUAL MONITORING	300.00	72199
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	240.00	72200

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST MANAGEMENT	40.00	72208
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ENERGY STATEMENTS	700.73	72168
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,056.32	72224
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	ACCOUNT STATEMENT - LIBRA	319.90	72192
Total For Dept 790 LIBRAR				2,656.95	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST MANAGEMENT	40.00	72208
101-804-887.000	CONTRIBUTIONS & MAINTENAN	FIRE PROS INC.	MUSEUM FIRE EXTINGUISHER	68.00	72220
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ENERGY STATEMENTS	519.38	72168
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	219.27	72224
Total For Dept 804 MUSEUM				846.65	
Total For Fund 101 GENERA				34,650.18	
Fund 202 MAJOR STREET FUND					
Dept 478 WINTER MAINTENANCE					
202-478-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	428.40	72210
Total For Dept 478 WINTER				428.40	
Total For Fund 202 MAJOR				428.40	
Fund 203 LOCAL STREET FUND					
Dept 478 WINTER MAINTENANCE					
203-478-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	428.40	72210
203-478-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	.CEDAR MULCH	52.00	72212
Total For Dept 478 WINTER				480.40	
Dept 906 DEBT SERVICE					
203-906-996.000	PAYING AGENT FEES	THE BANK OF NEW YORK MELL	LOWELL 2005 TRAN FED IMP	531.25	72211
Total For Dept 906 DEBT S				531.25	
Total For Fund 203 LOCAL				1,011.65	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,231.79	72224
248-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	15.99	72165
248-463-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	9.96	72213
Total For Dept 463 MAINTE				1,257.74	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	VISA	VISA STATEMENT	18.90	72217
Total For Dept 740 COMMUN				18.90	
Total For Fund 248 DOWNTO				1,276.64	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT	SEPTEMBER CODE INSPECTION	7,120.80	72162
Total For Dept 371 BUILDI				7,120.80	
Total For Fund 249 BUILDI				7,120.80	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-970.000	CAPITAL OUTLAY	DICKINSON WRIGHT PLLC	LEGAL SERVICES - SHOWBOAT	1,369.00	72171
Total For Dept 751 PARKS				1,369.00	
Total For Fund 260 DESIGN				1,369.00	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-136.000	BUILDINGS & IMPROVEMENTS	KENNEDY CONS & REMODELING	AIRPORT BUILDING REMODEL	1,600.00	72185
581-000-802.000	CONTRACTUAL	SCENIC EXPRESSIONS LLC	AIRPORT PLOWING 11/26/18	550.00	72202
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ENERGY STATEMENTS	337.38	72168
581-000-930.000	REPAIR & MAINTENANCE	OSCAR W. LARSON COMPANY	AIRPORT FUEL PUMP R&M	520.00	72196

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 581 AIRPORT FUND					
Dept 000					
581-000-930.000	REPAIR & MAINTENANCE	FIRE PROS INC.	FIRE EXTINGUISHER INSPECT	68.00	72220
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES TOWNSHIP TREASU	AIRPORT 41-16-35-100-601	2,433.48	72215
	Total For Dept 000			5,508.86	
	Total For Fund 581 AIRPOR			5,508.86	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72167
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,905.13	72224
	Total For Dept 000			4,923.68	
Dept 550 TREATMENT					
590-550-802.000	CONTRACTUAL	SUEZ WATER ENVIRONMENTAL	WWTP CONTRACT DECEMBER 20	37,882.00	72209
	Total For Dept 550 TREATM			37,882.00	
Dept 551 COLLECTION					
590-551-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	20.01	72216
590-551-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	20.01	72216
	Total For Dept 551 COLLEC			40.02	
Dept 552 CUSTOMER ACCOUNTS					
590-552-740.000	OPERATING SUPPLIES	HOOPER PRINTING	WATER BILL PAPER	134.37	72182
590-552-740.000	OPERATING SUPPLIES	PEACHTREE DATA	W/S CASS CERTIFICATION	37.50	72197
	Total For Dept 552 CUSTOM			171.87	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - SANITARY	2,053.50	72171
590-553-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - LITEHOUS	314.50	72171
590-553-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVCIES - LITEHOUS	55.50	72171
590-553-996.000	PAYING AGENT FEES	HUNTINGTON NATIONAL BANK	CAP IMPRV BONDS SERIES 20	350.00	72183
	Total For Dept 553 ADMINI			2,773.50	
	Total For Fund 590 WASTE			45,791.07	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	307.25	72217
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	180.08	72165
591-570-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST MANAGEMENT	40.00	72208
591-570-802.000	CONTRACTUAL	FIRE PROS INC.	WTP FIRE EXTINGUISHER INS	112.25	72220
591-570-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	18.55	72167
591-570-850.000	COMMUNICATIONS	ENGINEERED PROTECTION SYS	VIDEO SERVICE AGREEMENT	225.00	72175
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ENERGY STATEMENTS	451.27	72168
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,248.24	72224
	Total For Dept 570 TREATM			5,582.64	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	VISA	VISA STATEMENT	197.77	72217
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION NOV 2018	937.00	72184
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION OCTOBER	937.00	72184
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	20.00	72216
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	20.00	72216
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATMENT	8.09	72168
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,137.15	72224
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	44.09	72165
591-571-930.000	REPAIR & MAINTENANCE	FERGUSON ENTERPIRSES, INC	6' ANTENNA ASSEMBLY	430.77	72176
591-571-930.000	REPAIR & MAINTENANCE	FERGUSON ENTERPIRSES, INC	METER R & M	64.46	72176
591-571-955.000	MISCELLANEOUS EXPENSE	VERGENNES TOWNSHIP TREASU	990 N WASHINGTON 41-16-35	189.65	72215
591-571-955.000	MISCELLANEOUS EXPENSE	LEE'S TRENCHING SERVICE,	WATER DEPT REPAIRS	24,900.00	72222
591-571-955.000	MISCELLANEOUS EXPENSE	MISS DIG SYSTEM, INC.	2019 MEMBERSHIP FEE	693.25	72225
	Total For Dept 571 DISTRI			29,579.23	

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Fund 591 WATER FUND					
Dept 572 CUSTOMER ACCOUNTS					
591-572-740.000	OPERATING SUPPLIES	HOOPER PRINTING	WATER BILL PAPER	134.38	72182
591-572-740.000	OPERATING SUPPLIES	PEACHTREE DATA	W/S CASS CERTIFICATION	37.50	72197
Total For Dept 572 CUSTOM				171.88	
Dept 573 ADMINISTRATION					
591-573-996.000	PAYING AGENT FEES	HUNTINGTON NATIONAL BANK	CAP IMPRV BONDS SERIES 20	150.00	72183
Total For Dept 573 ADMINI				150.00	
Total For Fund 591 WATER				35,483.75	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	1,126.17	72164
Total For Dept 000				1,126.17	
Total For Fund 636 DATA P				1,126.17	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-802.000	CONTRACTUAL	MICHIGAN CAT	EQUIP FUND CONTRACTUAL	3,126.51	72191
661-895-930.000	REPAIR & MAINTENANCE	BETTEN BAKER	POLICE VEHICLE R & M	767.36	72166
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION,	ANNUAL INSPECTION 2009 IN	528.64	72170
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	380.80	72193
661-895-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	3.44	72204
661-895-930.000	REPAIR & MAINTENANCE	SHULTS EQUIPMENT INC.	CONVEYOR CHAIN	942.00	72205
661-895-930.000	REPAIR & MAINTENANCE	SHULTS EQUIPMENT INC.	PLOW SCRAPER BLADES	2,883.76	72205
Total For Dept 895 FLEET				8,632.51	
Total For Fund 661 EQUIPM				8,632.51	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-275.000	DUE TO TAXPAYERS	SLOAN, PETER	REFUND - BOARD OF REVIEW	156.92	72206
703-000-275.000	DUE TO TAXPAYERS	HAYDEN JULIA & SALLY & HA	2018 Sum Tax Refund 41-20	439.08	72221
Total For Dept 000				596.00	
Total For Fund 703 CURREN				596.00	

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

Fund 101	GENERAL FUND	34,650.18
Fund 202	MAJOR STREET FUN	428.40
Fund 203	LOCAL STREET FUN	1,011.65
Fund 248	DOWNTOWN DEVELOP	1,276.64
Fund 249	BUILDING INSPECT	7,120.80
Fund 260	DESIGNATED CONTR	1,369.00
Fund 581	AIRPORT FUND	5,508.86
Fund 590	WASTEWATER FUND	45,791.07
Fund 591	WATER FUND	35,483.75
Fund 636	DATA PROCESSING	1,126.17
Fund 661	EQUIPMENT FUND	8,632.51
Fund 703	CURRENT TAX COLL	596.00

142,995.03

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PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Description	Amount
Invoice			
10550	63RD DISTRICT COURT		
12092018	BOND DIANA FARRELL		100.00
TOTAL FOR: 63RD DISTRICT COURT			100.00
01513	ADDORIO TECHNOLOGIES, LLC		
7807	PROFESSIONAL SERVICES		1,126.17
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC			1,126.17
00050	BERNARDS ACE HARDWARE		
NOV 2018	STATEMENT OF ACCOUNT		282.65
TOTAL FOR: BERNARDS ACE HARDWARE			282.65
10686	BETTEN BAKER		
123982	POLICE VEHICLE		120.03
124145	POLICE VEHICLE R & M		767.36
TOTAL FOR: BETTEN BAKER			887.39
10493	COMCAST CABLE		
12/18- 1/17/19	ACCOUNT STATEMENT		149.85
12/8 - 1/7/19	ACCOUNT STATEMENT		129.85
TOTAL FOR: COMCAST CABLE			279.70
10509	CONSUMERS ENERGY		
10/23 - 11/21/201	ACCOUNT STATMENT		8.09
10/24 - 11/21/18	ENERGY STATEMENTS		3,413.68
TOTAL FOR: CONSUMERS ENERGY			3,421.77
01156	CURTIS CLEANERS		
NOV 2018	POLICE UNIFORM CLEANING		394.25
TOTAL FOR: CURTIS CLEANERS			394.25
00132	D&D TRUCKING ACQUISITION, LLC		
27193	ANNUAL INSPECTION 2009 INTL WORKSTAR		528.64
TOTAL FOR: D&D TRUCKING ACQUISITION, LLC			528.64
00148	DICKINSON WRIGHT PLLC		
1319305	LEGAL SERVCIES - LITEHOUSE		55.50
1319313	LEGAL SERVICES		128.00
1319325	LEGAL SERVICES - RIVERSIDE PARK		425.50
1319331	LEGAL SERVICES - LITEHOUSE		629.00
1319336	LEGAL SERVICES - SABO PR		993.80
1319341	LEGAL SERVICES- TRAIL		1,165.50
1319342	LEGAL SERVICES - ADMIRAL		1,167.10
1319344	LEGAL SERVICES - SHOWBOAT RFP		1,369.00
1319350	LEGAL SERVICES - SANITARY SEWER		2,053.50
1319352	LEGAL SERVICES - GENERAL		3,311.50
TOTAL FOR: DICKINSON WRIGHT PLLC			11,298.40
02035	DIGITAL OFFICE MACHINES, INC.		
18254	POLICE COPY MACHINE CONTRACT		41.92
18261	DPW COPY MACHINE CONTRACT		74.02
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.			115.94
10485	ELECTIONSOURCE		
2018-43584	ANNUAL TABULATOR MODEM		300.00
TOTAL FOR: ELECTIONSOURCE			300.00

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
00300	KENT COUNTY TREASURER		
	11/30/2018	TRAILER FEES	582.50
TOTAL FOR: KENT COUNTY TREASURER			582.50
00805	LEE'S TRENCHING SERVICE, INC.		
	106960	WATER DEPT REPAIRS	24,900.00
TOTAL FOR: LEE'S TRENCHING SERVICE, INC.			24,900.00
00330	LOWELL LEDGER		
	11/30/2018	ACCOUNT STATEMENT	610.48
TOTAL FOR: LOWELL LEDGER			610.48
00341	LOWELL LIGHT & POWER		
	11/30/2018	ELECTRIC STATEMENTS	17,431.49
	EFT 1070958607	STATE OF MI REFUND 2017	1,549.34
TOTAL FOR: LOWELL LIGHT & POWER			18,980.83
10038	MICHIGAN ASSESSOR ASSOCIATION		
	2019	MEMBERSHIP - JEFF RASHID	90.00
TOTAL FOR: MICHIGAN ASSESSOR ASSOCIATION			90.00
10083	MICHIGAN CAT		
	SD9291746	EQUIP FUND CONTRACTUAL	3,126.51
TOTAL FOR: MICHIGAN CAT			3,126.51
10206	MISS DIG SYSTEM, INC.		
	20190396	2019 MEMBERSHIP FEE	693.25
TOTAL FOR: MISS DIG SYSTEM, INC.			693.25
00426	MODEL COVERALL SERVICE, INC.		
	NOV 2018	ACCOUNT STATEMENT - LIBRARY	319.90
TOTAL FOR: MODEL COVERALL SERVICE, INC.			319.90
01499	NAPA AUTO PARTS		
	NOV 2018	ACCOUNT STATEMENT	405.56
TOTAL FOR: NAPA AUTO PARTS			405.56
10330	NORTHSTAR MEDICAL EQUIPMENT		
	43585	HEARTSTART SMART PADS	47.60
TOTAL FOR: NORTHSTAR MEDICAL EQUIPMENT			47.60
00468	NYE UNIFORM COMPANY		
	677722	POLCIE UNIFORMS	12.00
	679178	POLICE UNIFORMS	15.00
TOTAL FOR: NYE UNIFORM COMPANY			27.00
10782	OSCAR W. LARSON COMPANY		
	152646	AIRPORT FUEL PUMP R&M	520.00
TOTAL FOR: OSCAR W. LARSON COMPANY			520.00
10346	PEACHTREE DATA		
	PI53517	W/S CASS CERTIFICATION	75.00
TOTAL FOR: PEACHTREE DATA			75.00

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PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Invoice	Description	Amount
02473	SUPERIOR ASPHALT, INC.			
	58176		STREET SUPPLIES	856.80
TOTAL FOR: SUPERIOR ASPHALT, INC.				856.80
10489	THE BANK OF NEW YORK MELLON TRUST			
	12/5/2018		LOWELL 2005 TRAN FED IMP BDS	531.25
TOTAL FOR: THE BANK OF NEW YORK MELLON TRUST				531.25
00633	TIP TOP GRAVEL CO.			
	0444740		.CEDAR MULCH	154.00
TOTAL FOR: TIP TOP GRAVEL CO.				154.00
10543	TRACTOR SUPPLY CREDIT PLAN			
	NOV 2018		ACCOUNT STATEMENT	11.86
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN				11.86
10383	TRI-TOWN CONSERVATION CLUB			
	12/4/2018		2019 FIREARMS TRAINING	1,000.00
TOTAL FOR: TRI-TOWN CONSERVATION CLUB				1,000.00
00666	VERGENNES TOWNSHIP TREASURER			
	TAX W 2018		990 N WASHINGTON 41-16-35-426-601	189.65
	WTAX 2018		AIRPORT 41-16-35-100-601	2,433.48
TOTAL FOR: VERGENNES TOWNSHIP TREASURER				2,623.13
02277	VERIZON WIRELESS			
	9818270375		ACCOUNT STATEMENT	40.01
	9819322912		ACCOUNT STATEMENT	40.01
TOTAL FOR: VERIZON WIRELESS				80.02
02203	VISA			
	NOVEMBER 2018		VISA STATEMENT	1,381.21
TOTAL FOR: VISA				1,381.21
TOTAL - ALL VENDORS				142,995.03



**LOWELL CITY COUNCIL
MEMORANDUM**

DATE: December 14, 2018

TO: Mayor Devore and the City Council

FROM: Michael T. Burns, City Manager

RE: SAW Grant Information

For the past few years, Prein and Newhof has been working on the City's behalf in developing a Stormwater Asset Management plan. Prein and Newhof is at the beginning stages of presenting their findings and giving you information to formulate your plan which includes a plan to implement.

I have attached some information in your packet on their findings along with a complete plan developed from another community to show what ours will look like when complete.

No recommended action at this time.

Pipe Condition Ratings

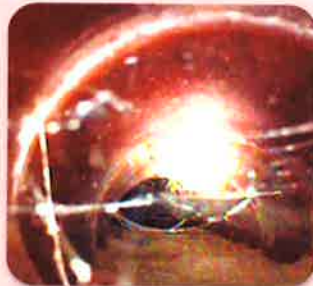
Pipes are rated **1-5** on several factors:

- **Root Intrusion** (are plants growing through the pipe?)
- **Flow Blockage** (amount of clogged-ness)
- **Wall Corrosion** (is the pipe wasting away?)
- **Wall Condition** (is the pipe cracked?)
- **Joint Offset** (is the pipe misaligned to the next pipe?)
- **Infiltration** (is the pipe “poked through” by another pipe?)



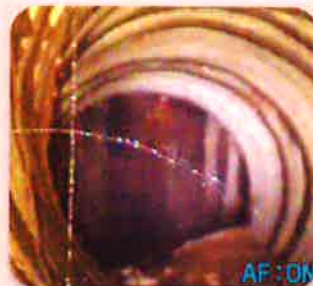
Failed

5



Poor

4



Fair

3



Moderate

2



Good

1

Pipes rated **2** (Moderate Condition)



Wall Corrosion: Rough wall



<5% diameter Joint Offset

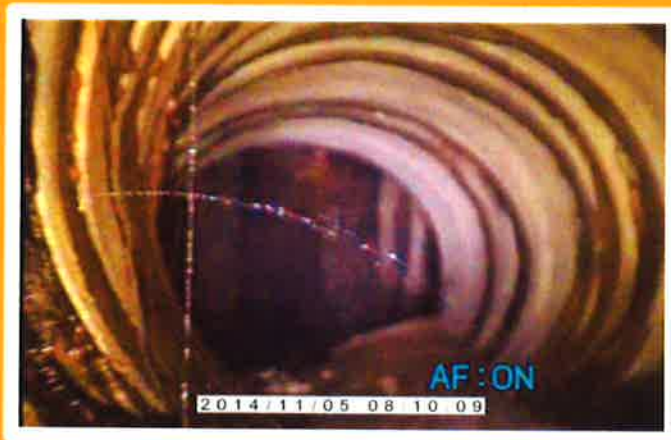


< 5% Flow Blockage



Wall Condition: occasional small crack

Pipes rated **3** (Fair Condition)



Infiltration: Pinhole stream



Root Intrusion: $\leq 25\%$ obstruction



Wall Corrosion: Pitting/Spalling

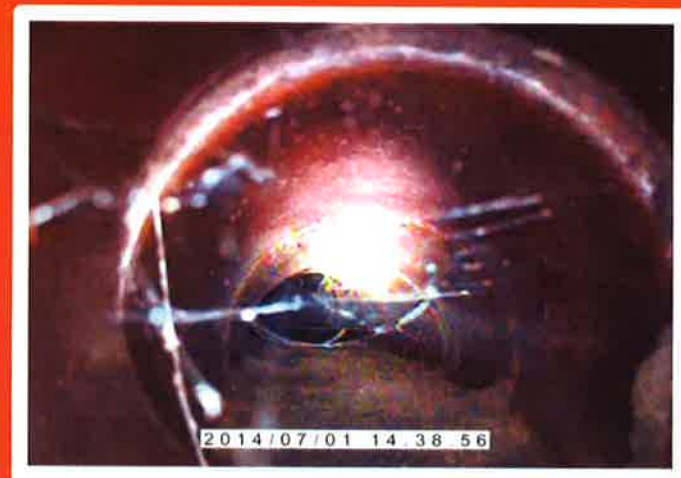


5%-10% Flow Blockage

Pipes Rated **4** (Poor Condition)



Wall Corrosion: Divots/major spall



10%-20% Flow Blockage



Root Intrusion: 25-30% obstruction



Wall Condition: Extensive cracking

Pipes Rated **5** (Failed Condition)



Wall Corrosion: Holes



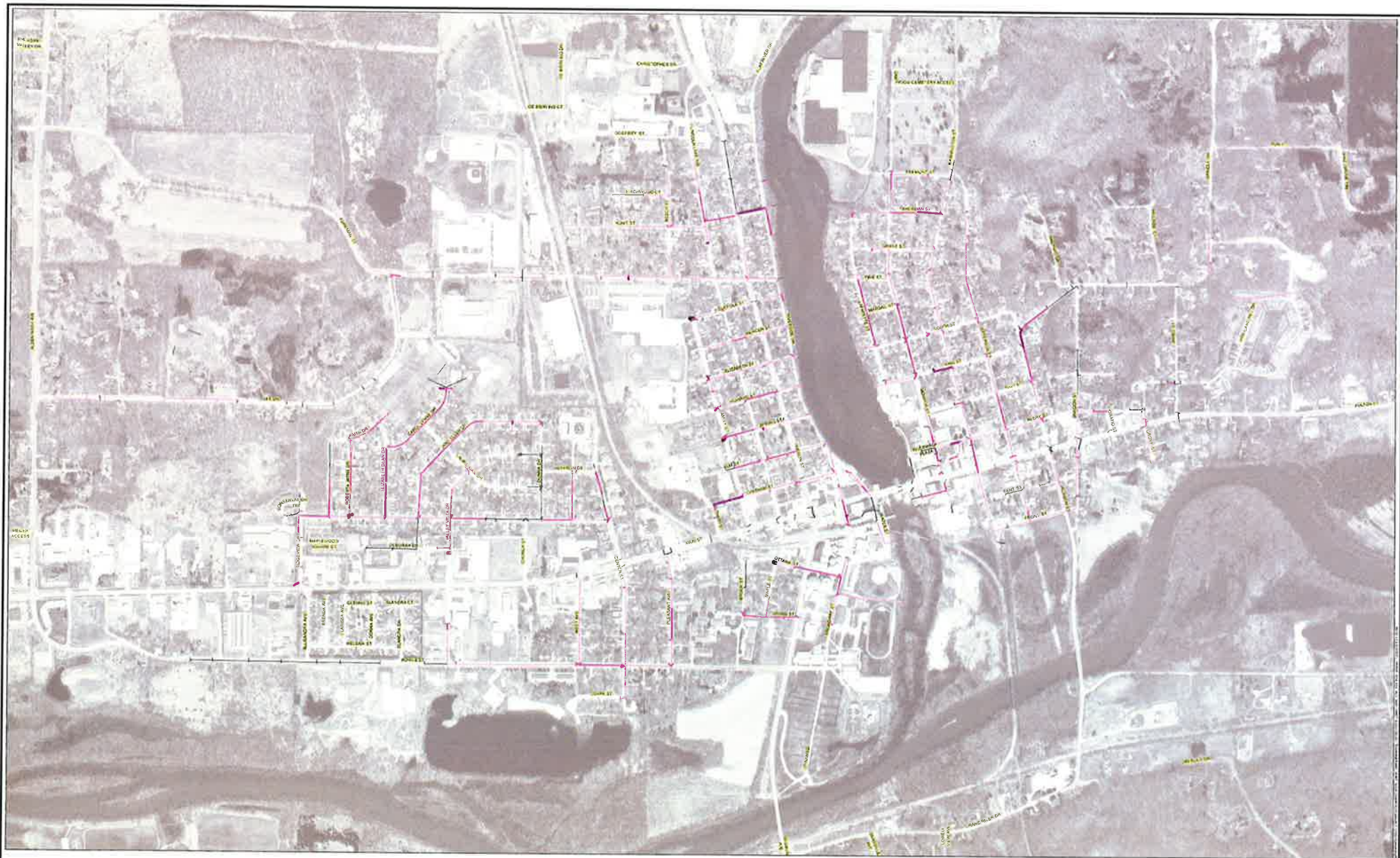
>20% Flow Blockage



Root Intrusion: > 30% obstruction



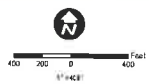
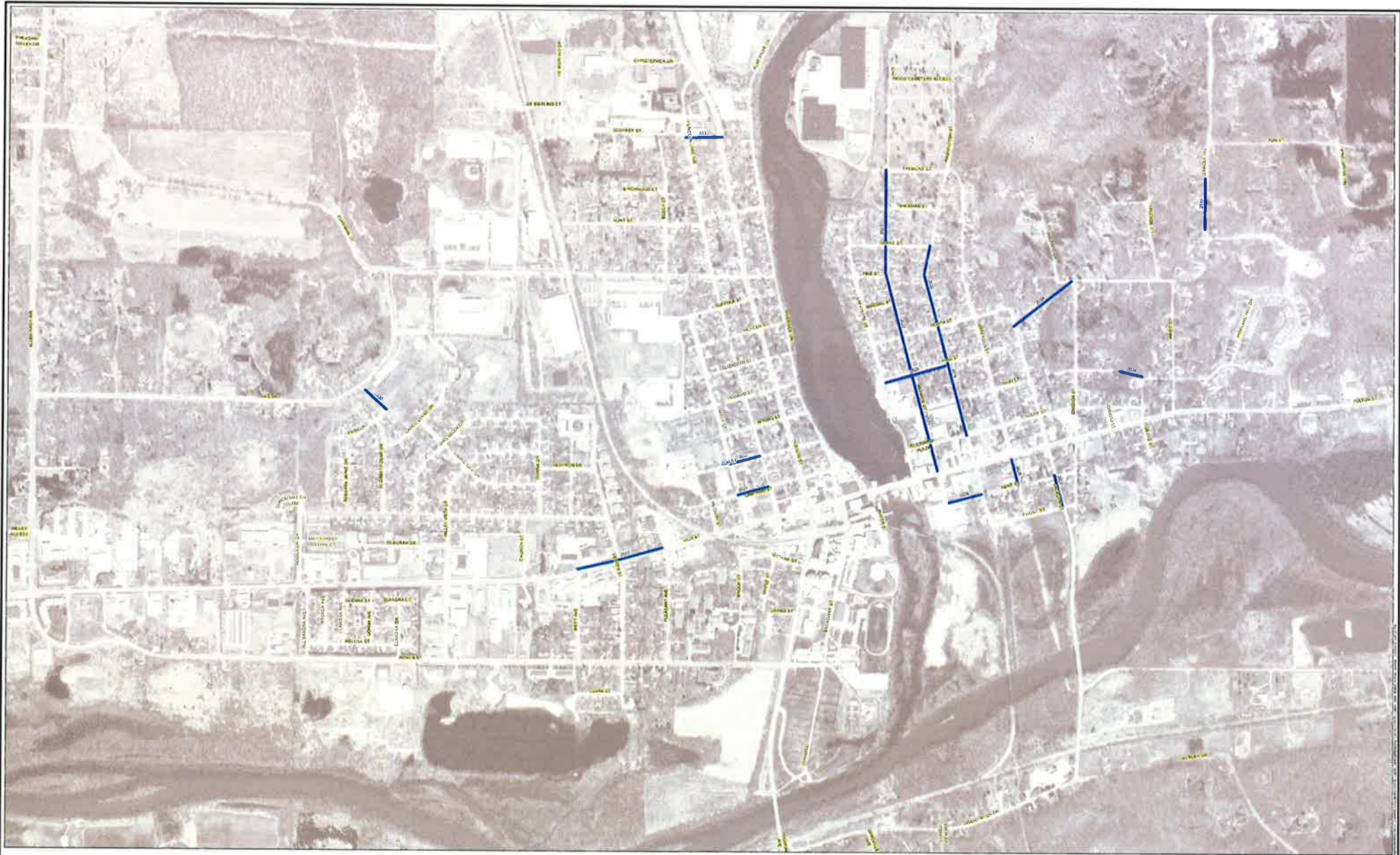
≥ 20% diameter Joint Offset



LEGEND

Not Rated	3
1	4
2	5

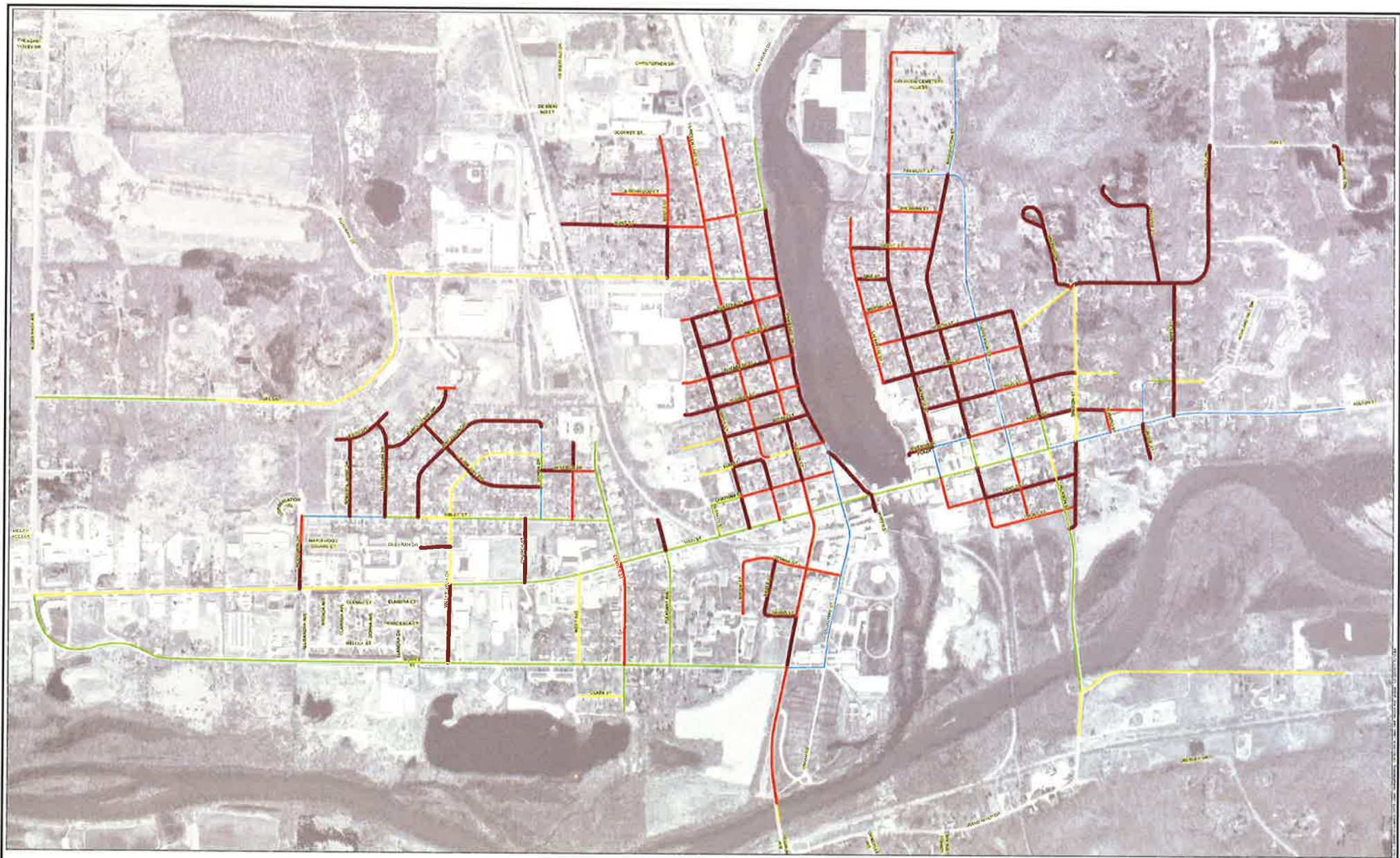
CITY OF LOWELL
KENT COUNTY, MI
STORM RISK OF FAILURE
DECEMBER 2018
Dennis Schuch
2018



LEGEND

Water CIP Projects

CITY OF LOWELL
KENNETH COUNTY, ME
WATER CAPITAL IMPROVEMENT
PLAN
DECEMBER 2018
Revised November 2018



Legend

— 1 or 2
 — 3 or 4
 — 5 or 6
 — 7 or 8
 — 9 or 10

CITY OF LOWELL
 KENT COUNTY MI
2017 PASER RATINGS
 DECEMBER, 2018
 Prepared by
 JABS



LEGEND

- Sanitary Risk of Failure
- Not Rated
- 1 - Lowest Risk of Failure
- 2
- 3
- 4
- 5 - Highest Risk of Failure
- Sanitary Force Main

CITY OF LOWELL
KENT COUNTY, MI
SANITARY RISK OF FAILURE
DECEMBER, 2018
Don S. Sawicki
2018



LEGEND

Sanitary ROF with 4 or 5

4

5

CITY OF LOWELL
KENT COUNTY, MI
SANITARY SEWER - ROF OF 4 OR 5
DECEMBER, 2019
Dustin Novak
7425



LEGEND

- Sanitary Sewer**
- Dig & Replace
 - Reline With Pipe
 - ★ Dig & Replace
 - Line Spot Repair

CITY OF LOWELL
 KENT COUNTY, ME
SANITARY SEWER PROPOSED FIXES
 DECEMBER 2019
 PROJECT NO. 19-01



LEGEND

- | | | | |
|--------------------|------------------------------|------------------|---------------|
| Water CIP Projects | Sanitary Sewer Dig & Replace | Storm Sewer R/OF | PASER Ratings |
| Water Whitish Pipe | Dig & Replace | 4 | 3 or 2 |
| Dig & Replace | Line Spot Repair | 5 | 1 or 0 |

CITY OF LOWELL
KENT COUNTY, MI
Combined Ratings
DECEMBER 2015
Prepared by: [illegible]

Eureka Township

CITY OF GREENVILLE
MONTCALM COUNTY, MI
CAPITAL IMPROVEMENT PLAN
OVERVIEW MAP
OCTOBER, 2018
Prein&Newhof
2130358

LEGEND

Lift Station Project Year

- no CIP project
- 2020
- 2022

CIP Project Year

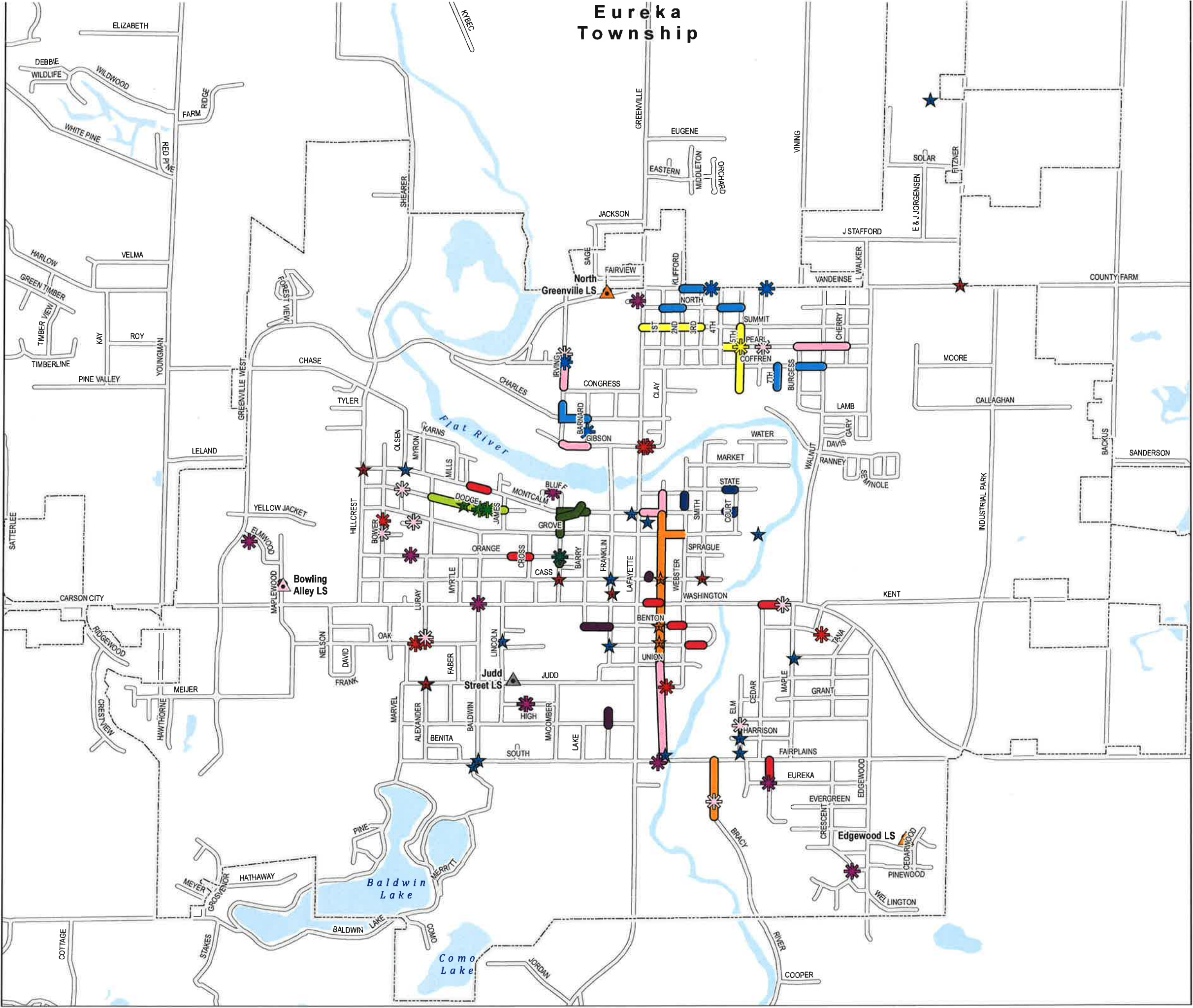
- 2020
- 2021
- 2022
- 2023
- 2024
- 2025
- 2026
- 2027
- 2029

Storm Spot Repair Project Year

- 2021
- 2022
- 2024
- 2026

Sanitary Spot Repair Project Year

- 2020
- 2021
- 2023
- 2024
- 2025
- 2026
- 2028





LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: November 29, 2018
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager *MTB*
RE: City Income Tax Presentation

Earlier in the year, the City Council approved a study with Great Lakes Economic Consulting pertaining to a consideration of a City Income Tax. For the past three months, they have been research data to determine an estimated amount if the City were to consider a City Income Tax.

I have attached the findings of the study for your review. Mitch Bean and Bob Kleine will be here to formally present this information.

No recommended action at this time.

**THE FEASIBILITY OF INSTITUTING A CITY INCOME TAX FOR THE CITY OF
LOWELL MICHIGAN**

Great Lakes Economic Consulting: November 2018

The Feasibility of Enacting a City Income Tax

Introduction: The City of Lowell MI engaged Great Lakes Economic Consulting LLC (GLEC) to conduct a study of the feasibility of the City enacting a city income tax. The study includes:

- An estimate of potential revenue collected from a 1 percent city income tax paid by Lowell residents and 0.5 percent tax on non-residents working in the City. Estimates are based on data on supplied by Michigan Department of Treasury and U.S. Census Bureau.
- An estimate of revenue collected from a corporate income tax based on Federal taxable income allocated to the city on the basis of payroll, property, and sales (equally weighted).
- An estimate of the costs of administering the tax in house based on estimates of salary, benefits, and miscellaneous. A discussion of alternatives such as use of commercially available software and collaborating with a private firm to process and collect tax receipts. Also included is a discussion of the potential for contracting with MI Department of Treasury to collect and administer the tax.
- A 10-year projection of potential income tax revenues.
- Estimates of the cost to the City of a reduction in the property tax millage rate.

Summary of the findings:

- The projected total collections from the Lowell income tax at a 1 percent rate for residents and a \$600 personal exemption for tax year 2020 are about \$630,000 from the resident income tax, \$712,000 from the nonresident income tax and \$141,000 from the corporate income tax.
- Revenue lost from a 4-mill reduction in property taxes would be about \$480,000.
- The cost of additional City staff to administer the tax would be about \$151,224 the first year. However; as explained in the report other options are available.

Estimated Impacts

Income Tax Collections	\$1,483,000
Cost of Administration	-\$151,224
Loss from 4-mill property tax cut	<u>-\$480,000</u>
Net revenue Gain	\$851,776

Reasons to Consider a City Income Tax: The combination of a prolonged economic recession and constitutional and statutory restrictions on the ability of municipalities to raise revenue has created fiscal stress for many local governments and is causing city government officials to seek alternative revenue sources. Revenues from the two current primary sources, property taxes and unrestricted state revenue sharing, have fallen sharply in recent years.

Due to statutory and constitutional restrictions on the ability of municipalities to raise own-source revenue, the local option income tax, is virtually the only revenue option that is immediately available to cities.

Also, due to the constitutional cap on taxable value and the Headlee millage roll back provision, the property tax grows much slower than an income tax. The projected growth for the Lowell income tax is 4% compared with projected growth in TV of 1.5% (from 2012 to 2017 Lowell TV grew at an annual rate of 1.44%).

As shown in **Exhibit 1**, the growth in income tax collections from 2020 to 2030 will be \$712,000 compared with \$275,000 for the property tax (assuming no millage increases).

Exhibit 1

Projected Growth in Income Tax and Property tax, 2020-2030

	<u>Income Tax</u>	<u>Property Tax</u>
2020	\$1,483,000	\$1,715,000
2021	\$1,542,320	\$1,740,725
2022	\$1,604,013	\$1,766,836
2023	\$1,668,173	\$1,793,338
2024	\$1,734,900	\$1,820,238
2025	\$1,804,296	\$1,847,542
2026	\$1,876,468	\$1,875,255
2027	\$1,951,527	\$1,903,384
2028	\$2,029,588	\$1,931,935
2029	\$2,110,771	\$1,960,914
2030	\$2,195,202	\$1,990,328
10-Year Revenue Growth	\$712,202	\$275,328

Local-Option City Income Taxation in Michigan

Since 1964, Michigan law has authorized cities to impose local-option income taxes as an alternative, or supplement, to property taxes (M.C.L. 141.501 et seq.; 1964 PA 284; Section 7, Article IX, state Constitution). At present, only 22 cities levy an income tax.

A city income tax is a direct tax on income of residents; a direct tax on earnings related to work or business activities conducted in the city by nonresidents; and a direct tax on federal taxable income of corporations.

The tax base includes:

- Compensation, net profits, investments and other income of city residents;
- Income earned in the city by nonresidents;
- Corporate income earned in the city (allocation based on property, sales, payroll).
Personal exemption allowed by United States internal revenue code, except that by ordinance a city may adopt an exemption of not less than \$600.

A resident is allowed credit for income taxes paid to another city as a nonresident. In addition, a resident may deduct certain income earned, capital gains, and lottery winnings received while a resident of a renaissance zone and a business may deduct income attributable to business activity in a renaissance zone.

In most cases the rate is 1 percent on residents and corporations; 0.5 percent on income of nonresidents earned in imposing city. The nonresident rate cannot exceed one-half of the resident-rate. In a city with a population that exceeds 600,000 (Detroit), the city council may impose rates of up to 2.4 percent on residents, 2.0 percent on corporations, 1.2 percent on nonresidents.

Detroit Income Tax Rate Revisions Public Act 394 of 2012 amended the City Income Tax Act to freeze a scheduled rollback of income tax rates for resident and nonresident taxpayers in the City of Detroit and established a new maximum rate of 2.4 percent for residents and 1.2 percent for nonresidents effective in the 2013 tax year.

Cities that levied an income tax before March 30, 1989, and with populations between 140,000 and 600,000 (Grand Rapids); or populations between 65,000 and 100,000 in a county with a population below 300,000 (Saginaw) may increase the tax rate to not more than 1.5 percent on residents and corporations and 0.75 percent on nonresidents if approved by voters.

Twenty-four cities currently levy the income tax. The last city to adopt an income tax before last year was Ionia which did so in 1994. Last November Benton Harbor approved an income tax and in August 2018 East Lansing voters approved an income tax. Other cities which have considered adopting an income tax but have not done so to date include: Mt. Pleasant, Ypsilanti, Sturgis, Wyoming, Kalamazoo, Adrian, and Ann Arbor

The minimum exemption per dependent is \$300, and there is no maximum exemption amount. Cities vary considerably, \$600 to \$3,000, on exemption amounts for dependents. Cities may also establish additional exemptions such as a senior exemption or an exemption for persons who are blind or disabled. If the City of Lowell voters were to adopt an income tax, exemptions, exemption levels, and certain administrative issues would need to be considered.

Administrative Issues to be considered include:

- One-Time Project Costs: These costs include project design setup, and initial administration of the project.
- 425 Agreements: To the extent that the City has 425 agreements with neighboring jurisdictions, businesses and residents in these areas would be required to pay an income tax. However, if properties were to revert to the Township, the income of businesses and residents of these jurisdictions would no longer be taxable.
- Administrative Costs: In many cases new city staff has been added to administer the tax. Costs of monitoring, auditing and accounting for an income tax have been as high as 7.68 percent of revenue received have been reported, but due to recent efficiencies, recent surveys have indicated that current costs are about 4 percent of revenue received, and less expensive options may be available.
- Alternative and potentially less expensive options to hiring new city staff include state filing, commercially available software, or some combination of the three.
- The state has invested in a system to process municipal tax returns and is currently using Detroit as a pilot and MI Department of Treasury is currently considering gradually expanding the program to include other interested municipalities.
- Currently twenty MI municipalities use the same commercially available software to track receipts and compliance, and some of them also contract with the firm that supplies the software to administer the tax.
- E-filing has the potential to reduce administrative costs but does require interaction with software vendors. Currently about one-third of city returns are filed electronically.
- City cash flow may improve as an income tax means less reliance on property tax collections that tend to be clustered around the are bills are due. Income tax collections are primarily received through employer withholding and are typically received on a monthly basis.
- A city that institutes an income tax needs to appoint an income tax board of review that would operate in a similar manner as the property tax board of review.

Cities currently levying a city income tax, year the tax was adopted, tax rates, and 2016 net collections are reported in the **Exhibit 2** below.

Exhibit 2: City Income Tax Collections: 2017

<u>City</u>	<u>Year Adopted</u>	<u>Resident Rate (%)</u>	<u>Corporate Rate</u>	<u>Nonresident Rate</u>	<u>2017 Net Collections</u>	<u>Exemption Amount</u>
Albion	1972	1.0%	1.0%	0.5%	\$1,061,498	\$600
Battle Creek	1967	1.0%	1.0%	0.5%	\$15,548,430	\$750
Benton Harbor	2017	1.0%	1.0%	0.5%	NA	???
Big Rapids	1970	1.0%	1.0%	0.5%	\$2,251,501	\$600
Detroit	1962	2.4%	2.0%	1.2%	\$284,467,414	\$600
East Lansing	2018	1.0%	1.0%	0.5%	NA	???
Flint	1965	1.0%	1.0%	0.5%	\$15,034,614	\$600
Grand Rapids	1967	1.5%	1.5%	0.75%	\$94,038,914	\$600
Grayling	1972	1.0%	1.0%	0.5%	\$548,968	\$3,000
Hamtramck	1962	1.0%	1.0%	0.5%	\$2,303,707	\$600
Highland Park	1966	2.0%	2.0%	1.0%	\$3,717,108	\$600
Hudson	1971	1.0%	1.0%	0.5%	NA	\$600
Ionia	1994	1.0%	1.0%	0.5%	\$2,326,719	\$700
Jackson	1970	1.0%	1.0%	0.5%	\$8,869,437	\$600
Lansing	1968	1.0%	1.0%	0.5%	\$36,414,953	\$600
Lapeer	1967	1.0%	1.0%	0.5%	\$3,290,135	\$600
Muskegon	1993	1.0%	1.0%	0.5%	\$8,744,208	\$600
Muskegon Heights	1990	1.0%	1.0%	0.5%	NA	\$600
Pontiac	1968	1.0%	1.0%	0.5%	\$12,662,760	\$600
Port Huron	1969	1.0%	1.0%	0.5%	\$6,495,000	\$600
Portland	1969	1.0%	1.0%	0.5%	\$644,415	\$1,000
Saginaw	1965	1.5%	1.5%	0.75%	\$13,154,806	\$750
Springfield	1989	1.0%	1.0%	5.0%	\$916,497	\$750
<u>Walker</u>	<u>1988</u>	<u>1.0%</u>	<u>1.0%</u>	<u>5.0%</u>	<u>\$11,973,940</u>	<u>\$600</u>
TOTAL					\$524,464,844	

Source: Citizens Research Council of Michigan Tax Outline: 2017

Methodology and Estimates

Estimating the Resident Income Tax

Estimating the resident income tax requires an estimate of the number of tax paying households and the average AGI in the city of Lowell. This data is available from the Michigan Department of Treasury report titled, *Income, Income Tax and Property Tax Credits by School*

District 2016. The city and the school district do not share the same boundaries; however, the Department of Treasury was able to provide a reliable estimate using zip code data.

There are an estimated 1,700 households in Lowell that filed state income tax returns, and the average AGI is \$44,176 (2016 tax year) data. To generate a 2020 estimate we assumed a 4 percent annual increase in AGI (from 2012 to 2016, AGI in the Lowell school district increased at an annual rate of 5.1 percent). We assumed a 1 percent increase in the number of tax returns (from 2010 to 2016, the population of Lowell increased at an annual rate of 1.1%).

The final steps are to adjust the AGI estimate downward as the state taxes pensions and the city income tax does not (based on Department of Treasury data, pension's amount to 6.1 percent of AGI), calculate the cost of the personal exemption, \$600 for non-seniors and \$1,200 for seniors and the disabled; based on census data we assumed a household size of 2.5 for non-seniors and 1.5 for seniors, and that the double exemption would be claimed by 10 percent of the filers, and finally calculate the cost of the 0.5% credit for Lowell residents working in Grand Rapids, a city that currently has an income tax . Assuming an 80% collection rate, the resident income tax would raise about \$630,000 million in 2020. The calculations are shown in **Exhibit 3.**

Exhibit 3: Resident Income Tax

	<u>2016</u>	<u>2020</u>
Number of Returns	1,700	1,769
Average AGI	\$44,176	\$51,680
Total AGI	\$75,100,000	\$91,421,920
Pension Adjustment (6.1%)	-\$4,506,000	-\$5,576,737
Standard Personal Exemption (\$600)	-\$2,295,000	-\$2,388,150
Senior Citizen/Disabled Exemption (\$1,200)	-\$306,000	-\$318,420
Net AGI	\$67,993,000	\$83,138,613
Tax Due (1%)	\$679,930	\$831,386
Actual Tax Collected (80%)	\$543,944	\$665,109
Less 0.5% for Lowell residents working in GR	-\$29,600	-\$34,600
Net Collections	\$514,344	\$630,509

Nonresident Income Tax

Estimating the nonresident income tax requires an estimate of the number of persons who work in Lowell but live outside the city. The data is available from the U.S. Census Bureau's **OntheMap** program. In 2015, there were 2,230 persons employed in the city of Lowell and 2,047 lived outside the city.

The next step is to estimate adjusted taxable Income (AGI), the tax base of the city income tax. This data is available from the Michigan Department of Treasury report titled, *Income, Income Tax and Property Tax Credits by School District 2016*. For nonresident AGI we used the number for the Lowell school district, which was \$67,919 in 2016. The estimate for total AGI in tax year 2016 is \$139 million (2,047 x \$67,919).

Two adjustments to this number are needed. First, the cost of the personal exemption (\$600/\$1200) must be deducted. Based on census data, 3.5% of workers in Kent County are age 65 and over. Therefore, we assumed only 3.5% of the returns would claim the double exemption. Second, the numbers are estimated for 2020 using the same assumptions used for the resident income tax (a 4% increase in AGI and a 1% increase in the number of returns).

The final step is to apply the tax rate of 0.5 percent. Assuming a collection rate of 85 percent, the non-resident income tax would raise \$712,000 in 2020. The calculations are shown in **Exhibit 4** below.

Exhibit 4: Nonresident Income Tax

	<u>2016</u>	<u>2020</u>
Number of Returns	2,047	2,150
Average AGI	\$67,919	\$79,405
Total AGI	\$139,030,193	\$170,828,250
Standard Personal Exemption (\$600)	-\$2,763,450	-\$3,112,125
Senior Citizen/Disabled Exemption (\$1,200)	-\$128,961	-\$135,450
Taxable AGI	\$136,137,782	\$167,580,675
Tax Due (0.5%)	\$680,689	\$837,903
Actual Tax Collected (85%)	\$578,586	\$712,218

Tax Collection Rate

Estimating the income tax due is relatively straight forward. Estimating the amount of tax actually collected is more difficult. There are two methodologies that can be used. The first is to survey cities that currently have an income tax. The second is to apply the same methodology used to calculate the Lowell tax due to other cities and compare this estimate with the cities actual collections. This assumes that the methodology accurately calculates the tax due. (See discussion below.)

Grand Rapids estimates that 85 percent of the tax due is initially collected, but after using its enforcement options, final collections amount to 93 percent of the tax due. According to the administer of the income tax the compliance rate is higher for the non-resident tax than for the resident tax.

Shown in **Exhibit 5** below are estimates of collections at various tax compliance rates.

Exhibit 5: Estimates at Various Collection Rates, 2020 (000)

Compliance Rates	<u>100%</u>	<u>95%</u>	<u>90%</u>	<u>85%</u>	<u>80%</u>	<u>75%</u>
Resident Income Tax	\$798	\$758	\$718	\$678	\$630	\$599
Non-resident Income Tax	\$838	\$796	\$754	\$712	\$670	\$629
Corporate Income Tax	\$141	\$134	\$127	\$120	\$113	\$106
Total	\$1,777	\$1,688	\$1,599	\$1,510	\$1,422	\$1,333

Personal Exemptions

The uniform city income tax act (1964) provided for a personal exemption allowed by the United States internal revenue code (\$600 in 1964), except that by ordinance a city may adopt an exemption of not less than \$600. Of the 22 cities with an income tax, 16 provide a \$600 exemption. The largest exemption is \$3,000 in Grayling. If the \$600 exemption were adjusted for inflation (U.S. CPI) it would be about \$4,700 today. The state personal income tax exemption is \$4,000.

Exhibit 6 below provides an estimate of the revenue raised at personal exemptions of \$600, and from \$1,000 to \$3,000 in \$500 increments (2018 estimate). A \$100 increase in the exemption reduces revenue by about \$6,000.

Exhibit 6: Collections at Various Exemption Levels

Exemption Level	<u>\$600</u>	<u>\$1,000</u>	<u>\$1,500</u>	<u>\$2,000</u>	<u>\$2,500</u>	<u>\$3,000</u>
Resident	\$630,509	\$616,074	\$598,030	\$579,986	\$564,015	\$548,144
Nonresident	<u>\$712,218</u>	<u>\$702,537</u>	<u>\$691,515</u>	<u>\$680,013</u>	<u>\$668,991</u>	<u>\$657,969</u>
Total	\$1,342,727	\$1,318,611	\$1,289,545	\$1,259,999	\$1,233,006	\$1,206,113

Validating Estimates: As a check on our estimate we looked at the five cities that were closest in population to Lowell that also have a city income tax. The 2017 collection data for those 5 cities are:

- Albion \$1.06 million
- Grayling \$549,000
- Lapeer \$3.29 million
- Portland \$644,000
- Hudson \$485,000

The per capita resident income tax collections for the five cities were \$134.50. Applying this number to the population of Lowell produces an estimate of \$509,000. This is very close to our 2016 estimate of \$514,000 for Lowell.

As a check on our nonresident income tax estimate we applied the same methodology used for Lowell to Lapeer. As shown in **Exhibit 7**, the estimate for 2017 was \$1,903,000 and actual collections were \$1,823,367, an error of only 4.4%.

Exhibit 7

Estimate of Lapeer Nonresident Income Tax

	<u>2015/2016</u>	<u>2017 Est.</u>
Number of Returns	7,773	7,928
Average AGI	\$55,763	\$57,993
Total AGI	\$433,445,79	\$459,768,504
Standard Personal Exemption (\$600)	-\$10,493,550	-\$11,475,780
Senior Citizen/Disabled Exemption (\$1,200)	-\$489,699	-\$499,464
Taxable AGI	\$422,462,55	\$447,793,260
Tax Due (0.5%)	\$2,112,313	\$2,238,966
Actual Tax Collected (85%)	\$1,795,466	\$1,903,121

A similar analysis was performed for the city of Albion for 2016. The estimate assuming the 85% collection rate was \$277,000; actual collections were \$301,000. If the collection rate were 92%, the estimate would have been \$301,000. It is not clear if the difference in the estimate and actual collections is due to the methodology being slightly off or the collection rate assumption being wrong.

Corporate Income Tax

Estimating revenue from the corporate income tax is difficult as there is no corporate profit data for cities or for counties. Any estimate could have a substantial error, but the impact on the estimate of total income tax collections will be minor as the corporate income tax is very small relative to the individual income tax. For example, Grand Rapids, with an economy about 40 times the size of Lowell, collected only \$9 million from the tax in 2017, 9.5 percent of total income tax collections.

To estimate the corporate income tax we calculated corporate tax collections as a share of total business receipts and apply that percentage to total business receipts in Lowell. Business receipts data is available for Grand Rapids and Lowell from the 2012 Economic Census from the U.S. Census Bureau.

In 2012, business receipts for Grand Rapids were \$28.4 billion and corporate income tax collections (FY 2013) were \$8.1 million, or .000285 percent. Applying this percentage to

Lowell's sales receipts of \$403 million produces an estimate of \$115,000. From 2002 to 2012, business receipts in Lowell increased at an annual rate of 2.8% (U.S. Economic Census). However, this period included the severe 2008-2009 recession. Assuming a conservative growth rate of 3% from 2012 produces an estimate of about \$141,000 for tax year 2020.

A business located in Lowell that does business outside Lowell determines its taxable income by calculating its payroll, sales, and property in Lowell to its total sales, payroll, and property. We have no way of estimating this allocation factor, but it would likely reduce the estimate.

Another approach is to estimate the profits of corporations located in Lowell. The major corporate employers in Lowell are all manufacturers. Business receipts data for the manufacturing sector are available for 2012 from the U.S. Census Bureau; receipts were \$349 million. The estimate for 2020 would be \$453 million, assuming an annual increase of 3% as explained above. The next step is to apply the before tax profit margin to business receipts. This data is available for the U.S. from Bizstats.com. The estimate for the manufacturing sector (2017) is 7.2%. Applying this rate to business receipts produces a profit estimate of \$36.4 million. A 1% tax would yield \$364,000. This methodology is subject to a wide range of error and is certainly too high as it does not adjust for the 3-factor allocation or the collection rate. Also, the profit margin of Lowell manufacturers could vary considerably from the U.S. average. This estimate is only included to put our actual estimate in context.

Ten-Year Revenue Forecast

Shown in **Exhibit 8** are revenue projections for tax year 2020 to 2030.

Michigan personal income increased at an annual rate of 3.8% from 2010 to 2017. Slightly faster growth is expected for the next few years. Communities in Kent county could grow at a slightly faster rate than statewide but to be conservative and allow for a downturn in the economy we assume a 3.75% percent growth rate for both resident and nonresident income tax collections.

The Grand Rapids corporate income tax increased at an annual rate of 2.4 percent from 2013 to 2017 and the city is estimating a 3.5 percent increase for 2018. The corporate income tax is very volatile and can vary widely from year to year. We are assuming an increase of 3 percent over the next 10 years as we believe there will be a recession at some point in the next 2 or 3 years.

Exhibit 8

Projected Growth in Income Tax, 2020-2030

	<u>Income Tax</u>
2020	\$1,483,000
2021	\$1,542,320
2022	\$1,604,013
2023	\$1,668,173
2024	\$1,734,900
2025	\$1,804,296
2026	\$1,876,468
2027	\$1,951,527
2028	\$2,029,588
2029	\$2,110,771
2030	\$2,195,202

10-Year Revenue Growth \$712,202

Summary: The projected total collections from the Lowell income tax for tax year 2020 are about \$1.48 million; \$630,509 million from the resident income tax, \$712,000 million from the nonresident income tax, and \$141,000 from the corporate income tax. These are conservative estimates as we assume a 20 percent non-compliance rate for the resident income tax, and 15 percent for the nonresident income tax. We did not estimate a non-compliance rate for the corporate income tax.

Impacts of a 4-mill Property Tax Cut

This section calculates the impact of a 1 percent resident income tax combined with a 4-mill property tax cut, by family size and income. The average taxable income (AGI) in Lowell (2020 estimate) is \$51,680, average taxable value is \$62,400 (assumes 2% increase in TV from 2017 to 2020), and average household size is 2.5. The average tax increase for homeowners would be \$252 (\$502 income tax less \$250 property tax cut). This assumes that the average home value would be two times income (taxable value is 50 percent of market value). Renters would not receive a direct benefit from a property tax cut but the owners of the property would benefit and would have to decide whether to pass the savings to their renters.

The impact of a 1 percent resident income tax increase by family size and taxable income level is reported in **Exhibit 9** below. We recommend that the city put a tax calculator on their web site so taxpayers can calculate the tax impact. For an example of an income tax calculator see www.cityofeastlansing.com/incometax.

Exhibit 9
Tax Impact by Income and Family Size

Income/ Family Size	\$25,000	\$50,000	\$75,000	\$100,000	\$150,000	\$200,000
1	\$144	\$294	\$444	\$594	\$894	\$1,194
2	\$138	\$288	\$438	\$588	\$888	\$1,188
3	\$132	\$282	\$432	\$582	\$882	\$1,182
4	\$126	\$276	\$426	\$576	\$876	\$1,176
5	\$120	\$270	\$420	\$570	\$870	\$1,170
6	\$114	\$264	\$414	\$564	\$864	\$1,164

The revenue loss from a 4-mill property tax reduction by property class is shown in **Exhibit 10** below.

Revenue Impact of 4 mill Reduction by Class of Property, 2018

Exhibit 10

	<u>TV (000)</u>	<u>Revenue Loss: 4 mills</u>
Residential	\$67,652,478	\$270,608
Commercial	\$29,746,338	\$118,984
Industrial	\$10,065,354	\$40,260
Personal Property	\$12,508,100	\$50,020
Total	\$119,972,270	\$479,888

Cost of Administering a City Income Tax

If the City were to enact an income tax there would be administrative costs to consider as well. The City has at least three options for administering the income tax.

One option would be for the City could hire more staff and set up an in-house section. Estimates of increased staffing needs; and estimates of additional salary, benefit, and miscellaneous cost associated with additional staff are reported below.

Wage costs

<u>Position</u>	<u>Qty</u>	<u>Annual Wage</u>	<u>Total</u>
Income Tax Administrator	1	\$60,000	\$60,000
<u>Total fringes as percent of wages</u>			
Health	25.12%		
FICA	7.65%		
Life	0.143%		
Liability	1.15%		
Work Comp	2.61%		
Pension	32.07%		
	<u>68.74%</u>		\$41,224
Miscellaneous Costs (Software, paper, etc.)			<u>\$50,000</u>
Total estimated administrative cost			\$151,224

As a check on this estimate, we reviewed the budgets for Lapeer MI and Portland MI. The current administrative cost estimates for Lapeer is \$237,467 and for Portland is \$133,446. Hence our estimate of \$151,224 seems reasonable. Cost per return for Lapeer was about \$23, cost per return for Lowell would be about \$39 and cost per return for Portland was not available. It is important to note that start-up costs for Lowell would probably increase first-year costs. Efficiencies over time and the number of returns processed will affect the average cost as well.

A second option may be to contract with Michigan Department of Treasury to administer and collect the tax which they currently do for the City of Detroit. Processing individual returns for tax year 2015 began in early 2016. Corporate, partnership, and fiduciary returns started with tax year 2016 began in early 2017. Treasury designs their forms, maintains the portal for e-file, issues refunds and accepts both estimated and annual payments. Beginning with January 2017 withholding, withholding payments are due to Treasury as well.

In addition, Treasury handles audit, discovery, and collections duties. The City Income Tax Act governs that process since the Revenue Act does not apply to the City tax. They also provide the City with tax information based on the returns processed and administer the trust fund for revenues. Withholding payments are made directly to the state and Treasury keeps enough to cover the costs and pay refunds. The rest is for the city's disposition.

The fee paid by the City to Treasury for 2016 was \$5.8 million. Apparently the fee for 2017 was not materially different. The agreement has a process for determining the fees going forward. The agreement is generally in place through September 30, 2024. It will automatically

renew through September 30, 2029, unless there is notice provided by March 31, 2023. This was designed to be a long-term arrangement.

Currently this option is only available to Detroit, but there is a possibility that Treasury would be open to doing this for other interested cities in the future. It should be noted that apparently the cost to the City exceeds \$20 per return which is cost prohibitive. However, this may be due in part to unique challenges the City is faced with.

A third option would be to contract with a private vendor to furnish the software and/or administer the tax.

Currently; Innovative Software Services, Inc., (P.O. Box 70, Eaton Rapids, MI 48827 (517)-663-5710 sales@issi-central.com), is providing software and/or some level of service to most of the cities in Michigan who have a City Income Tax. Services offered include Automatic Compliance Processing; Payment Processing; processing of Refunds; Withholdings/W3 Reconciliation; numerous standard reports; as well as other features.

This seems to have the potential to be a cost effective option as, in a discussion with ISSI, they assured us they could give the City a competitive bid on any level of service or collaboration that the City would desire.

Potential Impact(s) of a City Income Tax

A key question when considering whether to enact an income tax is the potential impact on the cities property tax base and the population of the city. Will an income tax make the city unattractive for current businesses or new businesses? This is a difficult question to answer and it depends in part on how the proceeds of the income tax are spent. In the case of Lowell the additional revenues are to be spent on road improvements, which are likely to have a positive economic impact on the city and offset any negative consequences of the income tax.

As to the question of the impact of the income tax on property values, an examination of data from the 22 cities currently levying an income tax suggests there is a negative impact as most of these cities have low TV per capita, and have lost population. However, is this a cause or an effect? Most of these cities also have high millage rates. City officials reacting to a low tax base and inadequate revenues may raise millage rates or enact an income tax so that financial obligation may be met. Inadequate public services can have just as negative an economic impact as high tax rates. Many of these cities such as Detroit, Flint, and Pontiac have suffered from the decline of manufacturing in Michigan (and nationwide) and from the normal movement of the population from the city to the suburbs.

The other question is whether the tax rates are high enough to influence an individual or businesses' decision to locate in or leave a city. A business with a profit of \$100,000 would pay a tax of only \$1,000, which is unlikely to have any impact on a firm's decision. Also, this will be partially or fully offset by a 4 mill property tax reduction. The average net tax increase for an

individual homeowner will be only \$252, which again is unlikely to have an impact on the decision to move or not to locate in the city. Poor roads may have a more negative effect.

See **Appendix 1** for information on the importance of public investment to economic growth.

APPENDIX 1: Potential Impact of Investment in Place

The Economics of Place are as important to economic prosperity as tax breaks or smaller government – perhaps even more so. Research has shown that:

- Physical design and walkability is positively correlated with property values, income, educational attainment, employment, and new business starts.
- Many businesses are also increasingly making their expansion, relocation, and new business development decisions based on which communities are most walkable.
- Mixed use, walkable downtown developments generate ten times as much tax revenue per acre, save almost 40 percent on up front infrastructure costs, and result in about 10 percent lower costs for service delivery than sprawl.
- Multimodal transportation systems that accommodate walkers, bikers, bus and rail passengers, and drivers facilitate economic prosperity and growth.
- Residential property values increase based on proximity to bus or transit stops, by as much as 150 percent.
- Transit and bicycle infrastructure are also correlated with increased jobs and wages.

SOURCE(S): Mariela Alfonzo, May 8, 2015. "Making the Economic Case for More Walkability." Urban Land. Urban Land Institute. Available at: <http://urbanland.uli.org/sustainability/houston-economic-case-walkability/> (accessed 5/30/2015). Dong Wook Sohn, et al. April 4, 2012. "The economic value of walkable neighborhoods." Urban Design International. 17. 115-128. Available at: <http://www.palgrave-Journals.com/udi/journal/v17/n2/full/udi20121a.html> (accessed 6/6/2015)

Research Shows that Investment in Environmental Assets Matter:

- Policies and investments that support environmental sustainability positively affect community image and attractiveness, and can increase property values, incomes, and employment levels.
- Parks and trails help attract and retain well-educated professionals and, in turn, influence businesses' decisions on where to locate or expand.
- Seventy (70) percent of communities' green infrastructure assets, such as wetlands, water, or trails, have a positive impact on population, income and employment levels.

SOURCE: Soji Adelaja, et al. February 3, 2012. Drivers of Economic Performance in Michigan. Land Policy Institute. Available

at:http://landpolicy.msu.edu/uploads/files/Resources/Publications/Presentations/Reports/LPI/LPI_Report_Series/Drivers_of_Econ_Performance/driversofeconperforminmi_fullreport_020312.pdf (accessed 9/2/2015)

- Arts and cultural amenities improve a community's competitive edge, contribute to a sense of place, and attract visitors, talent, and businesses.
- In Michigan, Grand Rapids' ArtPrize is an example of the connection between arts and economic prosperity. The three-week art competition draws almost half a million visitors each year and generates over \$20 million in economic impact

SOURCE: Scott Watkins, Lauren Branneman, and Tyler Theile. 2014. Art Prize 2013: Impact and Attendee Profile. Available at: http://www.andersoneconomicgroup.com/portals/0/artprize_2013econimpact_aeg010914.pdf (accessed 10/26/2015)

INVESTMENT IN PLACE INCREASES ENTREPRENEURIAL ACTIVITY

- Entrepreneurial activity, measured through venture capital investment, is positively related to incomes as well as to the percentage of adults who are college graduates.
- It is also positively related to density, biking to work, and employment in the arts, thus reinforcing the relationship between the eight assets.
- Growth-oriented entrepreneurial startups, particularly high-tech companies, are generally responsible for most small business new job creation.

SOURCE: Richard Florida. "The Connection Between Venture Capital and Diverse, Dense Communities."

INVESTMENTS IN TECHNOLOGY INFRASTRUCTURE MATTER

Communities that more regularly communicate information to their residents and who invest in technology infrastructure (e.g., public Wifi or mobile applications), are improving community attractiveness and related job and business growth.

- Investments in technology, such as high-speed internet infrastructure, accelerate business development by supporting innovation and entrepreneurialism, expanding existing businesses, and creating e-commerce opportunities

SOURCE: Speedmatters.org. N.d. "Benefits of Affordable High Speed Internet for Americans." Available at: <http://www.speedmatters.org/benefits/> (accessed 10/24/2015).

Addendum 2: Credit for Income Tax Paid to Another City. Statute and an example.

CITY INCOME TAX ACT (EXCERPT)

Act 284 of 1964

141.665 Credit for city income tax paid another city.

Sec. 65: An individual who is a resident of the city and received net profits from a business, profession or rental of real or tangible personal property, gains from the sale or exchange of real or tangible personal property, or salaries, wages, commissions or other compensation for work done or services performed or rendered, in each case outside the city, and is subject to and has paid an income tax on this income to another municipality, shall be allowed a credit against the city income tax for the amount paid to the other municipality. The credit shall not exceed the amount of taxes which would be assessed under this ordinance on the same amount of income of a nonresident.

History: 1964, Act 284, Imd. Eff. June 12, 1964

An example: Let's say Lowell has a tax of 1.0% on residents and 0.5% on nonresidents and a Lowell resident is working in Grand Rapids, where the tax rate is 0.75% on nonresidents. Let's assume the taxable income is \$50,000 to make the math simple. Grand Rapids will tax the income at 0.75% so the tax will be \$375. In Lowell the resident will also face a tax of \$500 ($\$50,000 \times 1\%$) but be eligible for a credit for the tax paid to Grand Rapids. The credit is the lesser of the tax paid to Grand Rapids (\$375) or the amount Lowell would have taxed the same income earned by a nonresident ($\$50,000 \times 0.5\% = \250). Since \$250 is less than \$375, the credit on the Lowell return is \$250. Effectively this taxpayer winds up paying a blended rate between the home city and the work city.



**LOWELL CITY COUNCIL
MEMORANDUM**

DATE: November 29, 2018

TO: Mayor Devore and the Lowell City Council

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

RE: 2560 Bowes RFP

On October 19, 2018, the City opened two bids for the purchase of the 2560 Bowes Rd. property. During the bidding process, we set a minimum price of \$20,000 for the land based on the valuation from the Assessor.

The two bids are from the following:

- Lowell Charter Township - \$20,550
- Vergennes Broadband - \$20,000

Last summer, Vergennes Broadband discussed what they liked to do with the property. At the time, the Council was supportive of the endeavor as it would make the property taxable and provide a small amount of new revenue to the City.

During this process, I was contacted by Lowell Township on their interest in the property as it is adjacent to the new park and would be a tremendous benefit to them.

I agree both entities have a great idea for the use of the .4 acre parcel and the community will benefit from either endeavor. The issue for the City is while the township is the high bidder, this will become tax-exempt property. Whereby Vergennes Broadband is a for profit company and will pay property tax. While I do not have an exact amount, I would anticipate anywhere between \$1,000 to \$2,000 per year. While this may not be a significant amount, any new revenue the City can generate must be considered regardless.

After the bids came in, I exchanged communications with Jerry Hale from Lowell Township and Stephanie and Ryan Peel from Vergennes Broadband. They offered a cooperative option to move forward. The township would move forward with purchasing the land and carve out a portion of it for Vergennes Broadband's needs. Since they do not need the entire parcel of property, the Township can use it for their gateway along Bowes Road and place some utility items there, mainly for a sprinkler system. Since you cannot use public property for a private purpose, the portion of land Vergennes Broadband would use, would become taxable and they would be responsible for the taxes.

I believe this option is a win-win for everyone involved. One stipulation is the parcel remain in the City and cannot be detached. In my discussion with Jerry Hale, he was amenable to this request.

Upon 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. I would like to set aside funding, as we are anticipating some future retirements.

At our November 5, 2018, City Council meeting, Resolution 33-18 was introduced to the City Council pertaining to the sale of 2560 Bowes. Per the Section 13-3 of the City Charter, this resolution needs to sit for public inspection for 20 days before the City Council can approve it. This stipulation has been met. This resolution would also require four affirmative votes of City Council members.

I recommend the Lowell City Council approve Resolution 33-18 to enter into an agreement with the Lowell Township to sell 2560 Bowes at a cost not to exceed \$20,555 contingent upon them entering into a lease agreement with Vergennes Broadband and the agreement not to detach the property from the City.

**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

INVITATION TO BID

PURCHASE OF 2560 BOWES ROAD

The City of Lowell, Michigan will receive sealed bids at the City Clerk's Office, 301 East Main Street, Lowell, Michigan 49331 to purchase the parcel owned by the City located at 2560 Bowes Road until Thursday October 18, 2018 at 11:00 AM.

Bids will be publicly opened and read at that time in the Flat River Conference Room of the Lowell City Office, 301 East Main St., Lowell Michigan. Bids should be submitted in sealed envelopes plainly marked "Purchase of 2560 Bowes – CITY OF LOWELL".

Bids are being solicited from those interested in owning the property. The Property is currently zoned Industrial. Minimum purchase price for the property is \$20,000. The City will convey the property by quit claim deed and will not provide either a survey, title insurance or an environmental representations with respect to the property.

Proposal forms and specifications are on file for the inspection of bidders at the Lowell City Offices, 301 East Main Street and copies may be obtained by qualified bidders. Bidders can also go to www.ci.lowell.mi.us to receive a copy of the bid.

The City Council reserves the right to reject any or all bids and to accept any bid, or portion thereof, which, in its opinion, is most advantageous to the City.

BID SUBMITTED TO THE CITY OF LOWELL, MICHIGAN
REGARDING PURCHASE OF 2560 BOWES ROAD

City of Lowell
301 East Main Street
Lowell, Michigan 49331

The undersigned hereby declares that this bid is made in good faith without fraud or collusion with any person or persons bidding on the same; that he/she has carefully read and examined the invitation for bid and understands all of the same; that he/she has made such personal investigation of the property. Bidder proposes and agrees that if this Proposal is accepted, bidder will acquire the property by way of a quit claim deed from the City.

The City reserves the right to accept or reject any and/or all bids, to waive any irregularities and/or errors in the bids, negotiate with any bidder, or to select the bid the City determines is most advantageous to it.

The successful bidder agrees that its bid shall be good, may not be withdrawn and may be accepted by the City for a period of ninety (90) calendar days after the scheduled closing time for receiving bids.

Upon receipt of a written notice of award of the bid, the successful bidder shall purchase the property within 10 calendar days.

Pursuant to the City's invitation for bid for the purchase of property at 2560 Bowes Road dated _____, I submit the following bid.

I will meet all of the requirements listed above and in the invitation for bid as outlined in this bid proposal

Purchase amount for property

Company _____

Address _____

Phone _____

Authorized Agent _____

Signature _____

Title _____

Date _____

2560 BOWES ST SE LOWELL, MI 49331 (Property Address)

Parcel Number: 41-20-03-371-004



Property Owner: CITY OF LOWELL

Summary Information

> Assessed Value: \$0 | Taxable Value: \$0

> Property Tax information found

Item 1 of 1 1 Image / 0 Sketches

Parcel is Vacant

Owner and Taxpayer Information

Owner	CITY OF LOWELL 301 E MAIN ST SE LOWELL, MI 49331	Taxpayer	SEE OWNER INFORMATION
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General Information for Tax Year 2018

Property Class	EXEMPTCITY VILLAGE TWP	Unit	72 CITY OF LOWELL
School District	District 41170	Assessed Value	\$0
MAP #	No Data to Display	Taxable Value	\$0
USER NUM IDX	0	State Equalized Value	\$0
USER ALPHA 1	Not Available	Date of Last Name Change	05/09/2017
USER ALPHA 3	Not Available	Notes	Not Available
Historical District	No	Census Block Group	No Data to Display
USER ALPHA 2	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information

Homestead Date No Data to Display

Principal Residence Exemption	June 1st	Final
2017	0.0000 %	0.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2017	\$0	\$0	\$0
2016	\$0	\$0	\$0
2015	\$0	\$0	\$0

Land Information

Zoning Code	Not Available	Total Acres	0.390
Land Value	\$21,235	Land Improvements	\$0
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	LOWELL - EXEMPT	Mortgage Code	No Data to Display
Lot Dimensions/Comments	Not Available	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
No lots found.		

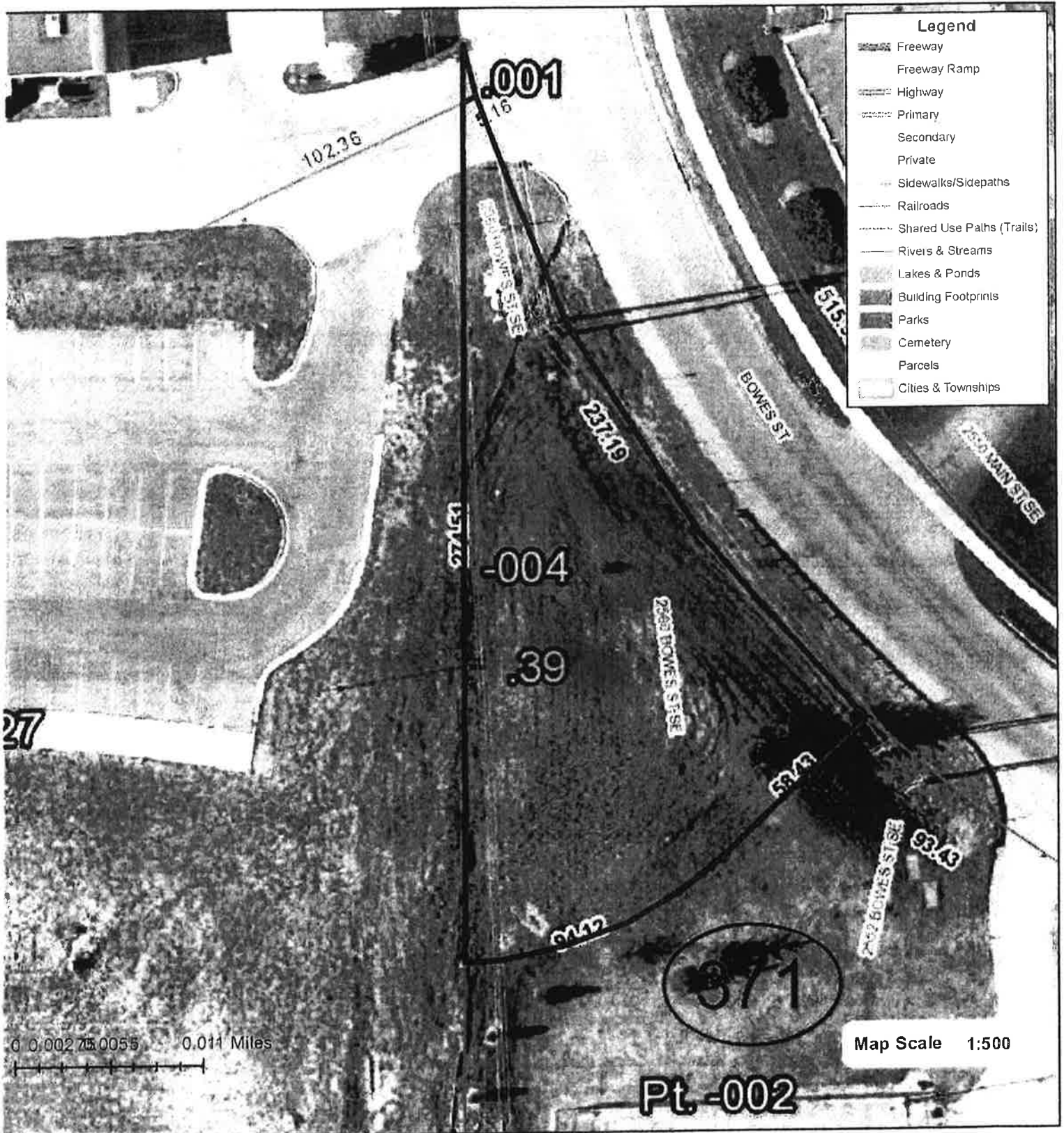
Total Frontage: 0.00 ft

Average Depth: 0.00 ft

Legal Description

412003371004 PART OF SW 1/4 COM 106.96 FT N 00 46M 16S E ALONG W SEC LINE FROM SW COR OF SEC TH NELY 94.12 FT ON A 127.0 FT RAD CURVE TO LT
/LONG CHORD BEARS N 67D 33M 37S E 91.98 FT/ TH N 46D 39M 45S E 58.43 FT TO SWLY LINE OF BOWES ST /66 FT WIDE/ TH NWLY 237.19 FT ALONG SD

2560 Bowes



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

Complaint Book Total	189	351	540	718	922	1100	1299	1517	1701	1880	2037		
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	23		305
Alcohol (MIP/Open Intox)	0	1	0	0	4	1	3	1	0	0	0		10
Drug Law Violations	8	2	3	2	2	4	3	2	1	8	0		35
Drunk Driving	2	5	2	1	2	1	1	3	2	5	2		26
Suspended License	3	1	3	3	1	3	6	5	2	1	3		31
Warrant Arrest	7	17	22	6	20	10	11	9	9	2	15		128
Other Arrests	12	4	6	1	8	4	8	10	10	9	3		75
Assault	0	1	2	1	3	1	4	2	1	1	0		16
Assault (Civil/Verbal)	6	2	3	2	3	5	7	1	1	2	2		34
Assault (Domestic)	1	2	2	5	4	1	3	2	2	0	4		26
Assist from Other Agency	8	4	12	11	11	6	8	5	13	5	7		90
Assist to Other Agency	13	18	8	15	13	13	14	16	17	10	12		149
Assist to Citizen	28	44	45	60	48	29	38	46	35	42	30		445
Breaking & Entering	0	0	1	0	0	1	0	0	1	0	1		4
Disorderly Conduct	0	0	6	4	5	1	6	3	4	3	7		39
Dog/Animal	1	1	2	2	3	4	1	0	1	1	1		17
Larceny	9	4	4	8	9	13	6	10	3	7	6		79
Malicious Destruction	1	2	4	1	2	1	0	1	0	2	0		14
Motorist Assist	6	7	8	6	8	15	8	6	3	11	12		90
Ordinance Violations	2	8	8	6	9	19	6	8	7	1	2		76
Accident Total	13	12	7	4	14	12	18	17	15	17	11		140
{Property Damage}	11	10	6	4	13	11	16	15	10	15	10		121
{Personal Injury}	2	2	1	0	1	1	2	2	5	2	1		19
Citations Issued	26	37	30	40	52	79	75	73	65	46	23		546
Traffic Stops: Warned	146	119	127	133	121	199	150	139	115	127	84		1460
Total # of Traffic Stops	167	145	138	155	149	256	202	183	169	155	98		1817

**MONTHLY COMPARISON TOTALS
NOVEMBER 2017 AND 2018**

ACTIVITY	NOVEMBER	2017 YEAR-TO-DATE	NOVEMBER	2018 YEAR-TO-DATE
Total Arrests	28	296	23	305
Alcohol (MIP/Open Intox)	3	13	0	10
Drug Law Violations	2	34	0	35
Drunk Driving	0	17	2	26
Suspended License	2	39	3	31
Warrant Arrest	18	117	15	128
Other Arrests	3	76	3	75
Assault	2	15	0	16
Assault (Verbal)	8	50	2	34
Assault (Domestic)	2	28	4	26
Assist from Other Agency	5	84	7	90
Assist to Other Agency	7	157	12	149
Assist to Citizen	30	477	30	445
Breaking & Entering	1	10	1	4
Disorderly Conduct	5	47	7	39
Dog Complaints	5	39	1	17
Larceny	6	80	6	79
Malicious Destruction	2	20	0	14
Motorist Assist	9	91	12	90
Ordinance Violations	3	106	2	76
Accident Total	10	138	11	140
{Property Damage}	10	126	10	121
{Personal Injury}	0	12	1	19
Citations Issued	25	399	23	546
Traffic Stops: Warned	115	1297	84	1460
# of Traffic Stops Made	133	1483	98	1817
TOTAL COMPLAINTS	148	2211	157	2307

**AGENCIES ASSISTING LOWELL POLICE DEPARTMENT
NOVEMBER 2018**

COMP #	DATE	INCIDENT	DEPARTMENT	STATUS
18-1881	11/1/2018	WARRANT ARREST X2	IONIA COUNTY	ASSISTED
18-1898	11/3/2018	DISORDERLY	KENT COUNTY	BACK-UP
18-1899	11/3/2018	WELFARE CHECK	KENT COUNTY	BACK-UP
18-1935	11/9/2018	CRIMINAL SEXUAL CONDUCT	KENT COUNTY	ASSISTED
18-1940	11/10/2018	SUICIDE	LOWELL FIRE	ASSISTED
18-1969	11/15/2018	STOLEN VEHICLE	GRAND RAPIDS	ASSISTED
18-2034	11/30/2018	DISORDERLY / CHILD NEGLECT	KENT COUNTY	BACK-UP

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

COMP. #	DATE	INCIDENT	DEPARTMENT	STATUS	VENUE
18-1891	11/2/2018	MEDICAL / POSSIBLE OD	KENT COUNTY	BACK-UP	LOWELL
18-1900	11/3/2018	SHOTS FIRED	KENT COUNTY	ASSISTED	VERGENNES
18-1912	11/6/2018	DOMESTIC	KENT COUNTY	BACK-UP	LOWELL
18-1942	11/10/2018	TRAFFIC STOP	KENT COUNTY	ASSISTED	CITY OF LOWELL
18-1951	11/12/2018	DOMESTIC	KENT COUNTY	BACK-UP	LOWELL
18-1968	11/14/2018	WARRANT ARREST	KENT COUNTY	ASSISTED	LOWELL
18-1970	11/15/2018	POSSIBLE CHILD ABUSE	CPS	ASSISTED	CITY OF LOWELL
18-1976	11/15/2018	MOTORIST ASSIST	MSP	HANDLED CALL	LOWELL
18-1992	11/20/2018	ALARM	KENT COUNTY	BACK-UP	LOWELL
18-2012	11/25/2018	FAMILY DISPUTE	KENT COUNTY	BACK-UP	LOWELL
18-2031	11/29/2018	RESIDENTIAL ALARM	KENT COUNTY	HANDLED CALL	VERGENNES
18-2033	11/29/2018	HOUSE FIRE	KENT COUNTY	ASSISTED	LOWELL

November 2018 Sexton's Report

Total of Burials: 2 of those were: full: 1 cremations: 1 Year to date 49

Oakwood: Spent 134.25 hrs.

- Finished emptying urns and trash barrels again.
- Mowing and chewing oaks leaves.
- Helped some folks find their relatives.
- I chewed and collected as many of the good leaves I could
- Kept having to pick up lot of sticks and small branches.
- My great crew was finished before Thanksgiving.

City Hall – LPD: Spent 14 hrs We also tried to remove the berries off sidewalks and chew up leaves. Changed a few bulbs too. Salted walks.

Englehardt Library: Spent 8.25 hrs

- Mowing and trimming as needed.
- Filled soap dispensers..
- Chewing and collecting leaves.
- Blew walks clean of snow and salted.

D.D.A. Spent 46.75 hr's

- Finished getting flower beds ready for winter.
- Swept up lots of leaves took them to cemetery to be chewed up.
- Cut ornamental grasses back.
- Removed some snow and salted the bridges.

Museum: Spent 15.25 hr's

- Mowed one last time, raked up the leaves and got gutters cleaned out.
- Pruned part of the vine on the west side to let more light in. Salted walks.

D.P.W. Spent 8.5 hr's cleaning up the signs and chewing up leaves. Also moving snow off walks.

Local Maint. 1.5 hr removing leaves in catch basions

Parks: 57.5 hr's chewing leaves and blowing out skating rink, picking up sticks

Water Mains:.14 hr's lent 2 men to help DPW

Fire Barn: .25 removing snow

Water Plant: .25 removing snow

STREETS DEPARTMENT

NOV 18

Major & Local Streets

Snow and Ice Control

15-149 miles. 24 HRS / # 16-130 miles. 15 HRS / # 9-26.5 HRS.

Pot holes:

4 TON pot holes filled with cold patch
_____ ton of hot mix put down

Routine Sweeping:

_____ hours

Storm drains and ditches:

Cleaned out catch basins through out the city.
Cleaned out ditch out on James St Hill.

Parking Lots

Plowed lots.

Public Works:

Airport:

Sidewalks:

Cleaned snow off side walks.

Trees, bushes, shrubs trimming and removal:

Cut up dead tree that fell on path near Ridgerview.

Traffic & Signs:

Fixed and Replaced street name sign on Foreman and GEE RR.

Misc:

worked on ice skating rink and new shed.

Winterized creekside Park for the season.

Many hours spent on getting plow trucks ready.

Hauled into Foreman Building, 100 ton of salt, 100 yds of sand,
60 yds of crushed asphalt, 10 ton of cold patch, 20 yds of black dirt.



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

Tuesday, December 04, 2018

Fire Authority Board:

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

We ended November with a fatal fire. Lt. Velzen was first on scene and with the help of Sgt. Hurst from Lowell P.D. they manage to pull a gentleman out of the burning house. They did everything possible to help save this person, but he died at the hospital. These two men went above and beyond and are true heroes.

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.

No tender update at this time.

As the holiday season approaches, we will be adopting two families again this year. We have heard from the school and have 2 families.

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 12/3/2018 5:11:20 PM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 11/01/2018 | End Date: 11/30/2018

ZONE	INCIDENT COUNT	MAN-HOURS
Alto - Bowne Township	1	0:03
City of Lowell - City	27	28:26
Lowell Township - Lowell Township	26	181:33
Saranac - Saranac	1	3:14
Vergennes Township - Vergennes Township	12	14:27
TOTAL	67	227:44

Lowell Area Fire Dept.

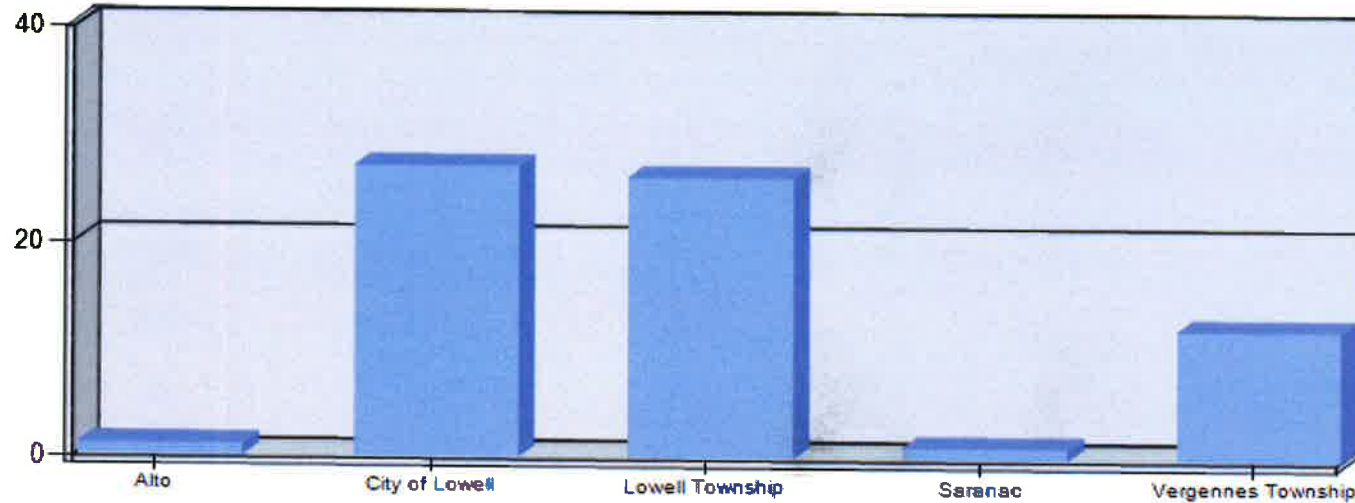
Lowell, MI

This report was generated on 12/3/2018 5:08:41 PM



Incident Count per Zone for Date Range

Start Date: 11/01/2018 | End Date: 11/30/2018



ZONE	# INCIDENTS
Alto - Bowne Township	1
City of Lowell - City	27
Lowell Township - Lowell Township	26
Saranac - Saranac	1
Vergennes Township - Vergennes Township	12

TOTAL: 67

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 12/3/2018 5:09:55 PM



Incident Count per User-Defined Fields for Date Range

Start Date: 11/01/2018 | End Date: 11/30/2018

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)	
0	63
1	1
15	1
2	1
8	1

USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)	
0	63
00	1
100	1
400	1
700'	1

USER-DEFINED FIELD: Hose 3 inch Feet used (Required)	
0	66
100'	1

USER-DEFINED FIELD: Hose 5 inch feet used (Required)	
0	64
00	1
1000	1
150'	1

USER-DEFINED FIELD: Hand Tools Used (Required)	
0	63
1	1

2-24' ladders, 2 - roof ladders, 1-p little giant ladder, 4' drywall rake, 6' drywall rake, 2-6' roof	1
8	1
two 4 gas monitor	1

USER-DEFINED FIELD: Rescue Tools Used (Required)	
0	67

USER-DEFINED FIELD: Water used (gal) (Required)	
0	63
1250	1
15,000	1
200	1
750	1

USER-DEFINED FIELD: LUCAS (Required)	
NO	65
Yes	2

CITY OF LOWELL
REPORT FOR : NOVEMBER
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 15.55718 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: NOVEMBER TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 255.5 HOURS, WHICH RESULTED IN
303.05 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 158.12

ELECTRICAL COST PER MILLION GALLONS: \$ 286.32

TOTAL COST PER MILLION GALLONS: \$ 444.44

WATER PRODUCTION

DAILY AVERAGE: 0.519 MILLION GALLONS

DAILY MAXIMUM: 0.619 MILLION GALLONS

DAILY MINIMUM: 0.410 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 8.2419 HOURS PER DAY.

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: 12/03/2018

Period From: 11/01/2018 To: 11/30/2018

Invoice Number	Date	Name	Tax	Total	Balance Due
001388	11/28/2018	Equipment	0.00	1,177.32	157.50
001389	11/15/2018	Equipment	0.00	1,449.14	157.50
001390	11/16/2018	Police	0.00	178.00	1,293.79
Grand Totals:			0.00	2,804.46	1,608.79
Number of Invoices:		3	* - Indicates a Counter Sale		
Averages:				\$934.82	536.26

Dept. of Public Works, City of Lowell

217 S. Hudson

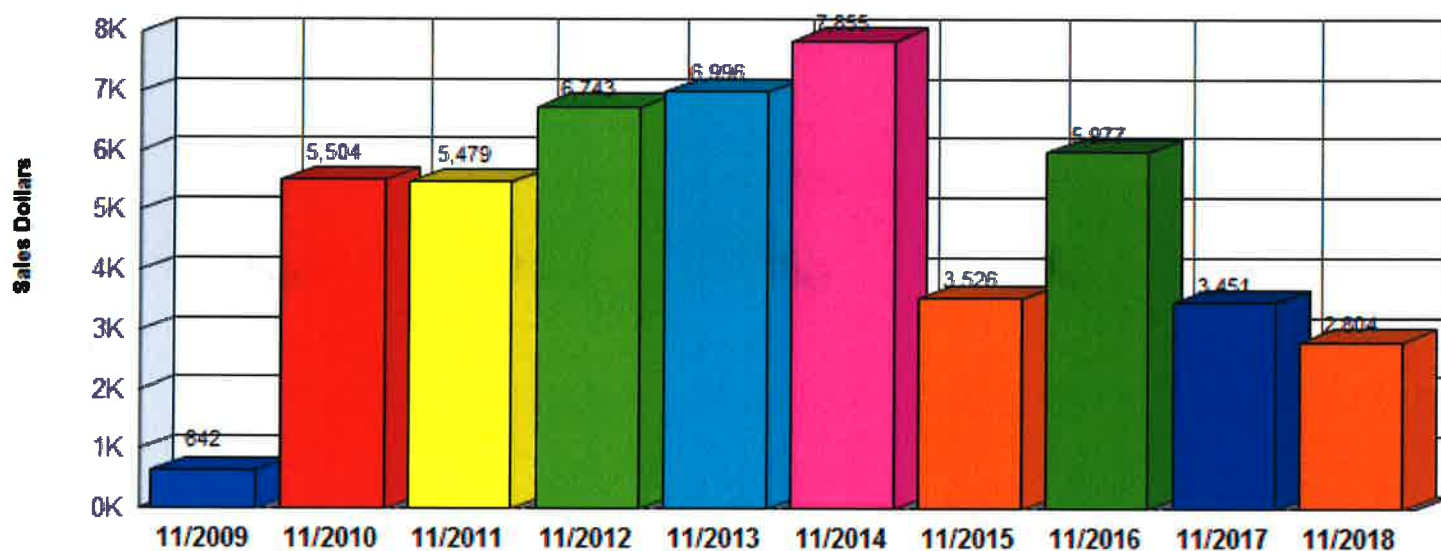
Lowell, MI. 49331

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

Sales By Selected Month For The Month Of November

Report Date: 12/03/2018

<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>
11/2009	107.00	6	642.01	85.00	510.00	17.75	106.51
11/2010	458.64	12	5,503.66	296.50	3,558.00	157.19	1,886.26
11/2011	608.82	9	5,479.36	238.11	2,142.95	363.80	3,274.16
11/2012	259.36	26	6,743.29	139.85	3,636.00	113.04	2,938.99
11/2013	636.00	11	6,995.98	345.94	3,805.29	281.25	3,093.79
11/2014	714.06	11	7,854.61	417.27	4,590.00	286.83	3,155.11
11/2015	503.72	7	3,526.05	394.29	2,760.00	103.01	721.05
11/2016	398.43	15	5,976.52	152.20	2,283.00	240.38	3,605.77
11/2017	287.61	12	3,451.34	185.50	2,226.00	96.02	1,152.29
11/2018	934.82	3	2,804.46	355.00	1,065.00	569.32	1,707.96
Totals:		112	48,977.28		\$26,576.24		\$21,641.89



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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,009,573.45	1,670,006.91	34,284.04	339,566.54	83.10
STATE	STATE GRANTS	439,153.00	73,880.58	0.00	365,272.42	16.82
LICPER	LICENSES AND PERMITS	43,600.00	21,580.94	10,092.12	22,019.06	49.50
CHARGES	CHARGES FOR SERVICES	325,156.00	34,712.73	1,856.00	290,443.27	10.68
INT	INTEREST AND RENTS	4,850.00	1,744.73	(95.91)	3,105.27	35.97
OTHER	OTHER REVENUE	15,500.00	4,855.14	982.84	10,644.86	31.32
TRANSIN	TRANSFERS IN	151,273.00	0.00	0.00	151,273.00	0.00
FINES	FINES AND FORFEITURES	5,500.00	8,928.75	552.85	(3,428.75)	162.34
LOCAL	LOCAL CONTRIBUTIONS	10,510.00	8,205.76	2,902.88	2,304.24	78.08
TOTAL REVENUES		3,005,115.45	1,823,915.54	50,574.82	1,181,199.91	60.69
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	21,659.00	6,584.96	1,064.88	15,074.04	30.40
172	MANAGER	125,197.22	47,558.17	8,181.33	77,639.05	37.99
191	ELECTIONS	14,860.00	5,520.32	3,098.37	9,339.68	37.15
209	ASSESSOR	54,900.00	19,551.18	4,111.43	35,348.82	35.61
210	ATTORNEY	45,000.00	16,064.81	0.00	28,935.19	35.70
215	CLERK	129,383.95	51,271.44	9,975.75	78,112.51	39.63
253	TREASURER	213,323.66	77,314.38	23,021.81	136,009.28	36.24
265	CITY HALL	150,925.36	65,157.13	7,806.38	85,768.23	43.17
276	CEMETERY	123,889.57	61,514.18	10,594.35	62,375.39	49.65
294	UNALLOCATED MISCELLANEOUS	5,000.00	108,515.65	0.00	(103,515.65)	2,170.31
301	POLICE DEPARTMENT	736,428.68	286,951.41	54,295.51	449,477.27	38.97
305	CODE ENFORCEMENT	87,900.26	35,444.67	6,898.91	52,455.59	40.32
336	FIRE	125,060.00	60,240.97	34.05	64,819.03	48.17
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	65,511.95	32,633.48	6,940.05	32,878.47	49.81
426	EMERGENCY MANAGEMENT	0.00	2,511.90	2,511.90	(2,511.90)	100.00
441	DEPARTMENT OF PUBLIC WORKS	295,771.47	96,483.95	16,868.07	199,287.52	32.62
442	SIDEWALK	3,909.01	1,062.60	113.68	2,846.41	27.18
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	7,657.86	1,513.98	12,149.19	38.66
747	CHAMBER/RIVERWALK	6,500.00	852.57	161.08	5,647.43	13.12
751	PARKS	158,142.04	64,832.75	13,813.65	93,309.29	41.00
757	SHOWBOAT	7,600.00	159.12	47.70	7,440.88	2.09
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	0.00	2,000.00	2,000.00	(2,000.00)	100.00
790	LIBRARY	82,229.06	26,943.29	4,272.69	55,285.77	32.77
803	HISTORICAL DISTRICT COMMISSION	0.00	30.00	30.00	(30.00)	100.00
804	MUSEUM	53,825.50	32,636.09	859.21	21,189.41	60.63
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	447,546.00	0.00	0.00	447,546.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 11/30/2018

Page: 2/19

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,974,369.78	1,109,492.88	178,214.78	1,864,876.90	37.30
TOTAL REVENUES		3,005,115.45	1,823,915.54	50,574.82	1,181,199.91	60.69
TOTAL EXPENDITURES		2,974,369.78	1,109,492.88	178,214.78	1,864,876.90	37.30
NET OF REVENUES & EXPENDITURES		30,745.67	714,422.66	(127,639.96)	(683,676.99)	2,323.65

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	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	268.61	0.00	231.39	53.72
OTHER	OTHER REVENUE	272,500.00	108,880.62	21,735.12	163,619.38	39.96
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	109,149.23	21,735.12	163,850.77	39.98
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	98,900.00	0.00	(106,104.17)	98,900.00	0.00
463	MAINTENANCE	55,606.19	5,752.68	195.02	49,853.51	10.35
474	TRAFFIC	8,831.53	3,590.76	667.35	5,240.77	40.66
478	WINTER MAINTENANCE	48,020.51	6,101.72	4,437.02	41,918.79	12.71
483	ADMINISTRATION	15,444.00	776.50	0.00	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	16,221.66	(100,804.78)	210,580.57	7.15
TOTAL REVENUES		273,000.00	109,149.23	21,735.12	163,850.77	39.98
TOTAL EXPENDITURES		226,802.23	16,221.66	(100,804.78)	210,580.57	7.15
NET OF REVENUES & EXPENDITURES		46,197.77	92,927.57	122,539.90	(46,729.80)	201.15

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	150.10	0.00	(150.10)	100.00
OTHER	OTHER REVENUE	102,000.00	48,585.53	8,293.72	53,414.47	47.63
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	48,735.63	8,293.72	153,264.37	24.13
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	16,250.00	638.00	638.00	15,612.00	3.93
463	MAINTENANCE	72,087.93	28,234.68	4,278.71	43,853.25	39.17
474	TRAFFIC	11,569.60	2,871.52	377.85	8,698.08	24.82
478	WINTER MAINTENANCE	69,064.27	10,138.46	6,399.39	58,925.81	14.68
483	ADMINISTRATION	19,162.00	776.50	0.00	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	68,715.41	11,693.95	146,005.39	32.00
TOTAL REVENUES		202,000.00	48,735.63	8,293.72	153,264.37	24.13
TOTAL EXPENDITURES		214,720.80	68,715.41	11,693.95	146,005.39	32.00
NET OF REVENUES & EXPENDITURES		(12,720.80)	(19,979.78)	(3,400.23)	7,258.98	157.06

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	100.00	12.21	0.00	87.79	12.21
OTHER	OTHER REVENUE	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL REVENUES		50,100.00	12.21	0.00	50,087.79	0.02
Expenditures						
000		50,000.00	6,623.00	0.00	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	0.00	43,377.00	13.25
TOTAL REVENUES		50,100.00	12.21	0.00	50,087.79	0.02
TOTAL EXPENDITURES		50,000.00	6,623.00	0.00	43,377.00	13.25
NET OF REVENUES & EXPENDITURES		100.00	(6,610.79)	0.00	6,710.79	6,610.79

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	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	595.63	0.00	404.37	59.56
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	458,868.71	0.00	70,131.29	86.74
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	47,801.43	12,101.34	48,329.91	49.73
483	ADMINISTRATION	34,104.69	6,836.76	1,356.18	27,267.93	20.05
740	COMMUNITY PROMOTIONS	105,000.00	53,577.26	51,342.77	51,422.74	51.03
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	108,215.45	64,800.29	381,633.58	22.09
TOTAL REVENUES		529,000.00	458,868.71	0.00	70,131.29	86.74
TOTAL EXPENDITURES		489,849.03	108,215.45	64,800.29	381,633.58	22.09
NET OF REVENUES & EXPENDITURES		39,150.97	350,653.26	(64,800.29)	(311,502.29)	895.64

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	68,559.00	40,778.00	(68,559.00)	100.00
INT	INTEREST AND RENTS	0.00	16.02	0.00	(16.02)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	68,575.02	40,778.00	(68,575.02)	100.00
Expenditures						
371	BUILDING INSPECTION DEPARTMENT	0.00	55,662.30	36,700.20	(55,662.30)	100.00
TOTAL EXPENDITURES		0.00	55,662.30	36,700.20	(55,662.30)	100.00
TOTAL REVENUES		0.00	68,575.02	40,778.00	(68,575.02)	100.00
TOTAL EXPENDITURES		0.00	55,662.30	36,700.20	(55,662.30)	100.00
NET OF REVENUES & EXPENDITURES		0.00	12,912.72	4,077.80	(12,912.72)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	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	1,982.16	500.00	(982.16)	198.22
OTHER	OTHER REVENUE	4,000.00	17,500.00	17,500.00	(13,500.00)	437.50
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	19,482.16	18,000.00	485,517.84	3.86
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	4,135.20	467.52	(4,135.20)	100.00
751	PARKS	500,000.00	3,274.90	1,743.65	496,725.10	0.65
758	DOG PARK	1,000.00	307.79	132.22	692.21	30.78
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	7,717.89	2,343.39	497,282.11	1.53
TOTAL REVENUES		505,000.00	19,482.16	18,000.00	485,517.84	3.86
TOTAL EXPENDITURES		505,000.00	7,717.89	2,343.39	497,282.11	1.53
NET OF REVENUES & EXPENDITURES		0.00	11,764.27	15,656.61	(11,764.27)	100.00

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	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	0.00	(58,772.51)	100.00
TOTAL EXPENDITURES		0.00	58,772.51	0.00	(58,772.51)	100.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	58,772.51	0.00	(58,772.51)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(58,772.51)	0.00	58,772.51	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	12,216.00	8,389.81	1,530.85	3,826.19	68.68
INT	INTEREST AND RENTS	56,850.00	10,250.13	1,430.00	46,599.87	18.03
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	18,639.94	2,960.85	51,426.06	26.60
Expenditures						
000		83,000.00	18,247.11	832.43	64,752.89	21.98
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		83,000.00	18,247.11	832.43	64,752.89	21.98
TOTAL REVENUES		70,066.00	18,639.94	2,960.85	51,426.06	26.60
TOTAL EXPENDITURES		83,000.00	18,247.11	832.43	64,752.89	21.98
NET OF REVENUES & EXPENDITURES		(12,934.00)	392.83	2,128.42	(13,326.83)	3.04

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,066,100.00	387,448.50	77,497.55	678,651.50	36.34
INT	INTEREST AND RENTS	7,000.00	1,466.92	0.00	5,533.08	20.96
OTHER	OTHER REVENUE	500.00	258.29	190.65	241.71	51.66
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	389,173.71	77,688.20	684,426.29	36.25
Expenditures						
000		0.00	2,500.00	0.00	(2,500.00)	100.00
550	TREATMENT	1,036,972.50	439,876.10	190,620.16	597,096.40	42.42
551	COLLECTION	244,588.47	178,909.51	5,516.00	65,678.96	73.15
552	CUSTOMER ACCOUNTS	80,345.15	23,439.77	4,364.49	56,905.38	29.17
553	ADMINISTRATION	315,341.50	117,901.13	207.50	197,440.37	37.39
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,677,247.62	762,626.51	200,708.15	914,621.11	45.47
TOTAL REVENUES		1,073,600.00	389,173.71	77,688.20	684,426.29	36.25
TOTAL EXPENDITURES		1,677,247.62	762,626.51	200,708.15	914,621.11	45.47
NET OF REVENUES & EXPENDITURES		(603,647.62)	(373,452.80)	(123,019.95)	(230,194.82)	61.87

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,093,700.00	477,320.12	88,012.68	616,379.88	43.64
INT	INTEREST AND RENTS	13,540.00	3,472.62	440.00	10,067.38	25.65
OTHER	OTHER REVENUE	5,000.00	6,192.69	505.65	(1,192.69)	123.85
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,112,240.00	486,985.43	88,958.33	625,254.57	43.78
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	162,294.48	26,332.84	280,281.37	36.67
571	DISTRIBUTION	312,462.27	253,525.67	13,540.61	58,936.60	81.14
572	CUSTOMER ACCOUNTS	86,013.15	23,383.01	4,308.03	62,630.14	27.19
573	ADMINISTRATION	449,641.50	54,002.32	263.75	395,639.18	12.01
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	493,205.48	44,445.23	797,487.29	38.21
TOTAL REVENUES		1,112,240.00	486,985.43	88,958.33	625,254.57	43.78
TOTAL EXPENDITURES		1,290,692.77	493,205.48	44,445.23	797,487.29	38.21
NET OF REVENUES & EXPENDITURES		(178,452.77)	(6,220.05)	44,513.10	(172,232.72)	3.49

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	80,274.00	11.50	0.00	80,262.50	0.01
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		80,274.00	11.50	0.00	80,262.50	0.01
Expenditures						
000		84,940.00	26,912.76	12,981.15	58,027.24	31.68
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	26,912.76	12,981.15	58,027.24	31.68
TOTAL REVENUES		80,274.00	11.50	0.00	80,262.50	0.01
TOTAL EXPENDITURES		84,940.00	26,912.76	12,981.15	58,027.24	31.68
NET OF REVENUES & EXPENDITURES		(4,666.00)	(26,901.26)	(12,981.15)	22,235.26	576.54

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	172,350.00	75,610.48	14,120.84	96,739.52	43.87
INT	INTEREST AND RENTS	150.00	90.66	0.00	59.34	60.44
OTHER	OTHER REVENUE	500.00	35.83	17.10	464.17	7.17
TRANSIN	TRANSFERS IN	62,340.00	0.00	0.00	62,340.00	0.00
TOTAL REVENUES		235,340.00	75,736.97	14,137.94	159,603.03	32.18
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	366,124.05	68,808.94	12,656.94	297,315.11	18.79
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	68,808.94	12,656.94	297,315.11	18.79
TOTAL REVENUES		235,340.00	75,736.97	14,137.94	159,603.03	32.18
TOTAL EXPENDITURES		366,124.05	68,808.94	12,656.94	297,315.11	18.79
NET OF REVENUES & EXPENDITURES		(130,784.05)	6,928.03	1,481.00	(137,712.08)	5.30

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	7,250.00	0.00	(7,250.00)	100.00
INT	INTEREST AND RENTS	0.00	849.92	506.94	(849.92)	100.00
TOTAL REVENUES		0.00	8,099.92	506.94	(8,099.92)	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	8,099.92	506.94	(8,099.92)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	8,099.92	506.94	(8,099.92)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	4,000.00	504.59	767.06	3,495.41	12.61
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		4,000.00	504.59	767.06	3,495.41	12.61
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	504.59	767.06	3,495.41	12.61
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	504.59	767.06	(504.59)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	18,000.00	84.23	3,815.83	17,915.77	0.47
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		18,000.00	84.23	3,815.83	17,915.77	0.47
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	84.23	3,815.83	17,915.77	0.47
TOTAL EXPENDITURES		18,000.00	0.00	0.00	18,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	84.23	3,815.83	(84.23)	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 11/30/2018

Page: 18/19

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	17.96	0.00	(17.96)	100.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	17.96	0.00	(17.96)	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	17.96	0.00	(17.96)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	17.96	0.00	(17.96)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	0.00	62.88	0.00	(62.88)	100.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	62.88	0.00	(62.88)	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	62.88	0.00	(62.88)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	62.88	0.00	(62.88)	100.00
TOTAL REVENUES - ALL FUNDS		7,157,735.45	3,508,055.63	328,216.81	3,649,679.82	49.01
TOTAL EXPENDITURES - ALL FUNDS		7,984,746.28	2,801,221.90	464,571.73	5,183,524.38	35.08
NET OF REVENUES & EXPENDITURES		(827,010.83)	706,833.73	(136,354.92)	(1,533,844.56)	85.47

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

November 2018





December 13, 2018

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

Dear Mr. Burns:

On behalf of Suez I am pleased to submit the November Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 40.46 million gallons of wastewater were treated, down from 43.44 million gallons the month before.

All NPDES Permit requirements were satisfied. Copies of the Monthly Operating Reports for November 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 November surcharges were \$14.26. No operational problems were experienced at the plant from this discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
11/2	Showboat Automotive (1)	\$ 102.96
11/5	Acc Hardware (2)	127.80
11/23	Supply.com (3)	114.67
11/30	Canfield Plumbing & Heating (4)	150.00
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 17-18)*		\$ 12,225.88*
Maintenance Allowance Spent YTD		\$ 5,013.57
Balance of Maintenance Allowance		\$ 7,212.31

*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:

- Conducted annual maintenance on plant mowers (1)
- Finished installing process control bleach line (2)
- Replaced drain valve on Rotating Drum Thickener (3)
- Repaired unit heater in chemical room (4)

PROJECTS FOR THE FUTURE

- Continue painting projects
- Conduct annual fire extinguisher inspections
- Conduct annual crane & hoist inspections

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

Respectfully submitted,

SUEZ

A handwritten signature in black ink, appearing to read "B. Vander Meulen". The signature is written in a cursive, flowing style.

Brian Vander Meulen
Plant Manager

NOVEMBER 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 2.5 mg/l, 94% 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 83 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 105 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 0.021 mg/l.

Appendix A



Plant Influent Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

R4607 4/74
4833-6040

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

Plant No. 410049
Month November
Year 2018

Superintendent's Signature
Brian Vander Meulen, Supt.

	WEATHER		FLOW		RAW SEWAGE QUALITY											
D A Y P N S	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD		SS		Total-P		VSS mg/l	NH3-N mg/l	Mercury ng/l	
	0033	0045	50050	50051	00011	00400	00310	85001	00530	85002	00665	85004	00535	00610	71900	
1	27	0.00	1.32	1.60											*G	1
2	2	0.00	1.23	1.60	61	7.5	98	1005	66	677			64			2
3	27	0.00	1.35	1.60												3
4	347	0.23	1.33	1.50												4
5	347	0.51	1.32	1.60	62	7.5	103	1134	74	815			68			5
6	347	0.34	1.38	3.40												6
7	37	0.00	1.41	1.70	61	7.5	105	1235	74	870	1.5	17.6	70	8.2		7
8	27	0.00	1.50	1.70												8
9	358	0.11	1.36	1.80	60	7.4	97	1100	66	749			64			9
10	358	0.00	1.49	1.80												10
11	27	0.00	1.49	1.70												11
12	257	0.02	1.44	1.70	60	7.6	90	1081	68	817			66			12
13	279	0.00	1.40	3.40												13
14	27	0.00	1.39	1.80	60	7.5	92	1067	30	348	1.6	18.5	29	7.8		14
15	357	0.32	1.36	1.60												15
16	57	0.00	1.16	1.60	60	7.4	85	822	68	658			62			16
17	379	0.00	1.43	1.60												17
18	27	0.00	1.51	1.70												18
19	27	0.00	1.43	1.80	59	7.4	94	1121	82	978			74			19
20	27	0.00	1.36	1.70	59	7.3	155	1758	178	2019	2.4	27.2	154	8.5		20
21	27	0.00	1.33	1.70	59	7.4	96	1065	122	1353			120			21
22	378	0.00	1.25	1.70												22
23	347	0.04	1.32	1.60												23
24	347	0.08	1.28	1.60												24
25	357	0.42	1.35	1.60												25
26	357	0.10	1.29	1.70	58	7.3	87	936	56	602			48			26
27	27	0.00	1.31	1.60												27
28	357	0.01	1.26	1.60	58	7.4	139	1461	102	1072	2.0	21.0	92	9.6		28
29	357	0.00	1.27	1.60												29
30	379	0.00	1.14	1.60	58	7.4	197	1873	166	1578			160			30
31																31
TL	XXXX	2.18	40.46	XXXX	XXXX	XXXX	XXXX	36133	XXXX	28928	XXXX	633	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	1.35	XXXX	60	7.4	111	1204	89	964	1.9	21.1	82	8.5	XXXX	ME
MAX	XXXX	0.51	1.51	3.40	62	7.6	197	1873	178	2019	2.4	27.2	160	9.6	XXXX	MAX
MIN	XXXX	XXXX	1.14	1.50	58	7.3	85	822	30	348	1.5	17.6	29	7.8	XXXX	MIN

Activated Sludge Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

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

Plant No. Month Year
410049 November 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	REMARKS
D A Y P N S	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991			
1	96	13.1											0.0	4	1	
2		14.0	24.8	0.08	2808	2215	25	1.12	4.5	89	0.57	0.44	0.0		2	
3		12.8											0.0		3	
4		13.0											0.0		4	
5		13.1	22.5	0.08	3061	2375	28	1.09	3.7	91	0.64	0.50	54.3		5	
6		12.5											19.5		6	
7		12.2	16.7	0.11	2427	1892	21	1.16	5.2	87	0.59	0.46	0.0		7	
8		11.5											20.9		8	
9		12.7	18.4	0.10	2301	1830	21	1.10	5.0	91	0.59	0.46	18.1		9	
10		11.6											0.0		10	
11		11.6											0.0		11	
12		12.0	17.8	0.09	2430	1911	22	1.10	4.7	91	0.64	0.49	0.0		12	
13		12.3											5.6		13	
14		12.4	43.3	0.09	2517	1937	25	1.01	5.1	99	0.46	0.35	11.9		14	
15		12.7											0.0		15	
16		14.9	14.2	0.13	1555	1083	25	0.62	4.8	161	0.51	0.40	0.0		16	
17		12.1											0.0		17	
18		11.4											0.0		18	
19		12.1	18.4	0.08	2997	2323	27	1.11	3.6	90	0.50	0.35	2.9		19	
20		12.7	9.4	0.12	3185	2468	27	1.18	4.4	85	0.64	0.49	66.0		20	
21		13.0	10.2	0.10	2295	1778	20	1.15	5.9	87	0.48	0.37	19.0		21	
22		13.8											0.0		22	
23		13.1											0.0		23	
24		13.5											0.0		24	
25		12.8											0.0		25	
26		13.4	26.7	0.08	2690	2052	25	1.08	5.3	93	0.47	0.35	0.0		26	
27		13.2											0.0		27	
28		13.7	16.7	0.11	2981	2274	27	1.10	4.2	91	0.59	0.45	0.0		28	
29		13.6											0.0		29	
30		15.1	12.4	0.12	3275	2524	30	1.09	4.5	92	0.62	0.47	0.0		30	
31															31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	218.2	XXXX	TL	
ME	96	12.8	19.3	0.10	2656	2051	25	1.07	4.7	96	0.56	0.43	7.3	XXXX	ME	
MAX	XXXX	15.1	43.3	0.13	3275	2524	30	1.18	5.9	161	0.64	0.50	66.0	XXXX	MAX	
MIN	XXXX	11.4	9.4	0.08	1555	1083	20	0.62	3.6	85	0.46	0.35	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 November
Year 2018
Sampling Point Code 001

Superintendent's Signature
Brian Vander Meulen, Supt.

R 4610 4/74
4833-5468

DAY PN SF	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	DAY PN SF
	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	SU	mg/l	#/100ml	mg/l	mg/l	ng/l	
1	80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	50060	71900	1
2	2	21	98	1.8	18	97				1.6	7.4	10.2	72		0.036	*G	2
3																	3
4										1.1	7.4	10.1	40		0.031		4
5	2	22	98	1.6	18	98											5
6																	6
7	4	47	96	1.6	19	98	0.44	5.17	71	1.4	7.4	10.1	78	0.04	0.023		7
8																	8
9	3	34	97	1.4	16	98				1.2	7.4	10.3	172		0.013		9
10																	10
11																	11
12	3	36	97	1.2	14	98				1.1	7.4	10.7	81		0.022		12
13																	13
14	3	35	97	1.1	13	96	0.46	5.33	71	1.0	7.5	10.7	83	0.02	0.011		14
15																	15
16	2	19	98	1.8	17	97				1.6	7.5	10.4	46		0.032		16
17																	17
18																	18
19	2	24	98	1.9	23	98				1.5	7.4	10.7	64		0.030		19
20	4	45	97	2.1	24	99	0.53	6.01	78	1.9	7.4	10.6	228	0.07	0.008		20
21	2	22	98	1.8	20	99				1.7	7.5	10.4	48		0.022		21
22																	22
23																	23
24																	24
25																	25
26	3	32	97	2.3	25	96				1.8	7.5	11.2	74		0.024		26
27																	27
28	4	42	97	2.7	28	97	0.42	4.41	79	2.5	7.3	11.0	128	0.04	0.001		28
29																	29
30	4	38	98	2.9	28	98				2.7	7.3	10.7	105		0.023		30
31																	31
TL	XXXX	963	XXXX	XXXX	606	XXXX	XXXX	157.0	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	3	32	97	1.9	20	98	0.46	5.23	75	1.6	7.4	10.5	83	0.04	0.021	XXXX	ME
WA	4	39	97	2.5	27	97	XXXX	XXXX	XXXX	2.2	7.5	10.1	105	0.07	0.030	XXXX	WA
MAX	4	47	98	2.9	28	99	0.53	6.01	79	2.7	7.5	11.2	228	0.07	0.036	XXXX	MAX
MIN	2	19	96	1.1	13	96	0.42	4.41	71	1.0	7.3	10.1	40	0.02	0.001	XXXX	MIN

Remarks: Fecal Coli for November are actually "Greater Than"
Cl2 Residuals for November 28 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 November Year 2018

Superintendent's Signature _____
Brian Vander Meulen, Supt.

Grit		Aux Fuel	Power Consumption	Chemicals Applied		
D	CF	Nat. Gas	KWH	CL2	FeCL2	
Y		CF		LBS	GAL	
PN						
SF		2	3			
1	1	10	1.6	7	35	
2	1	5	1.4	8	35	
3	1	2	1.6	4	35	
4	1	6	1.6	8	30	
5	1	11	1.6	7	35	
6	1	10	1.8	7	35	
7	1	13	1.4	8	35	
8	1	12	1.8	10	30	
9	1	12	1.6	6	25	
10	1	9	1.4	4	30	
11	1	13	1.8	8	35	
12	1	12	1.6	7	30	
13	1	22	1.6	6	35	
14	1	20	1.6	8	10	
15	1	26	1.8	6	35	
16	1	8	1.4	5	30	
17	1	8	1.6	10	35	
18	1	15	1.6	5	25	
19	1	24	1.8	5	35	
20	1	20	1.8	5	35	
21	1	24	1.6	5	30	
22	1	1	1.4	10	35	
23	1	13	1.4	6	35	
24	1	6	1.4	4	30	
25	1	12	1.6	5	30	
26	1	24	1.4	5	35	
27	1	25	2.0	10	30	
28	1	23	1.8	5	30	
29	1	20	1.6	5	35	
30	1	18	1.2	12	35	
31	1	12	1.6	4	35	
TL	31	436	49.4	205	990	0
ME	1	14	1.6	7	32	0
MAX	1	26	2.0	12	35	0
MIN	1	1	1.2	4	10	0

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	198	0	0	0
Shift Operator	1	1	230	0	0	0
Total	2	1	428	0	0	0
Weekday Hrs.	9					
Saturday Hrs.	4					
Sunday Hrs.	4					
Holiday Hrs.	4					

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

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

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD							
YEAR	MO	DAY	FROM	TO	YEAR	MO	DAY
2018	11	01			2018	11	30

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

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT	SAMPLE MEASUREMENT	1.35	1.51	(03)	*****	*****	*****		-	7/7	RECORD FLOW
50050 1 0 0	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	20	27	(26)	*****	1.9	2.5	(19)	0	3/7	24 HR COMP
SOLIDS, TOTAL SUSPENDED	PERMIT REQUIREMENT	360	530	lbs/day	*****	30	45	mg/L		WEEKDAYS	24 HR COMP
00530 B 0 0	SAMPLE MEASUREMENT	32	39	(26)	*****	3	4	(19)	0	3/7	24 HR COMP
PRIOR TO DISINFECT	PERMIT REQUIREMENT	MONTHLY AVG	7 DAY AVG	lbs/day	*****	MONTHLY AVG	7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
BOD, CARBONACEOUS	SAMPLE MEASUREMENT	300	470	lbs/day	*****	25	40	mg/L		WEEKDAYS	24 HR COMP
05 DAY, 20C	PERMIT REQUIREMENT	MONTHLY AVG	7 DAY AVG	lbs/day	*****	MONTHLY AVG	7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
80082 B 0 0	SAMPLE MEASUREMENT	*****	*****	****	*****	*****	0.07	(19)	0	1/7	24 HR COMP
PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	*****	****	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N)	SAMPLE MEASUREMENT	5.2	6.0	(26)	*****	0.46	0.53	(19)	0	1/7	24 HR COMP
00610 B 1 0	PERMIT REQUIREMENT	12	REPORT DAILY MAX	lbs/day	*****	1.0	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****	****	*****	*****	0.036	(19)	0	3/7	GRAB
PHOSPHORUS, TOTAL (AS P)	PERMIT REQUIREMENT	*****	*****	****	*****	*****	0.038	mg/L		WEEKDAYS	GRAB
50060 P 0 0	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G		0	1/90	GRAB
SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB
71900 B 0 0	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB
PRIOR TO DISINFECT											
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	12	10	
TYPED OR PRINTED						SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR	MO

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

P=AFTER DISINFECTION

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

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

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD

YEAR	MO	DAY	YEAR	MO	DAY
2018	11	01	2018	11	30

 *** NO DISCHARGE ☐ ***

NOTE: Read Instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000004	lbs/day	*****	*****	0.5		0	1/90	CALCTD
71900 X 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	0.000036 12-Mo Rolling Avg		*****	*****	3.0 12-Mo Rolling Avg	ng/L		QUARTERLY	CALCTD
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****	*****	*****	83	105	(19)	0	3/7	GRAB
74055 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		*****	200 MONTHLY AVG	400 7 DAY AVG	mg/L		DAILY	GRAB
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	97	*****	96	(23)	0	1/30	CALCTD
81010 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****		85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	*****	98	*****	96	(23)	0	1/30	CALCTD
81011 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****		85 MIN % REMOVAL	*****	Minimum Daily % Removal	PER-CENT		ONCE/MON	CALCTD
pH	SAMPLE MEASUREMENT	*****	*****	*****	7.3	*****	7.5	(12)	0	3/7	GRAB
00400 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		6.5 DAILY MINIMUM	*****	9.0 DAILY MAX	S.U.		WEEKDAYS	GRAB
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	*****	*****	*****	10.1	*****	*****	(19)	0	3/7	GRAB
00300 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		3.0 DAILY MINIMUM	*****	*****	mg/L		WEEKDAYS	GRAB
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	PHONE NUMBER		DATE		
		(616) 897-8135	2018	12	10	
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA CODE	NUMBER	YEAR	MO DAY

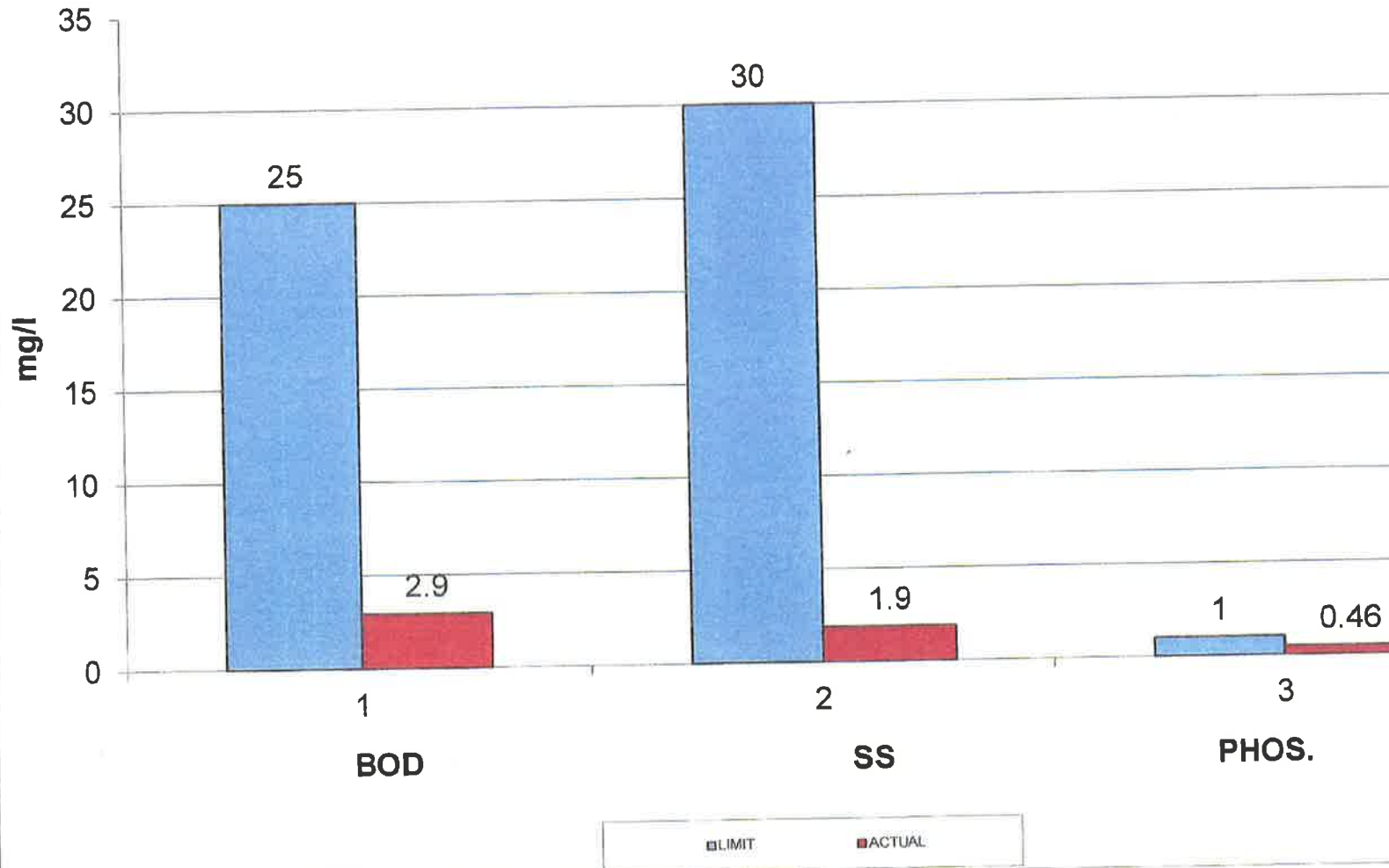
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

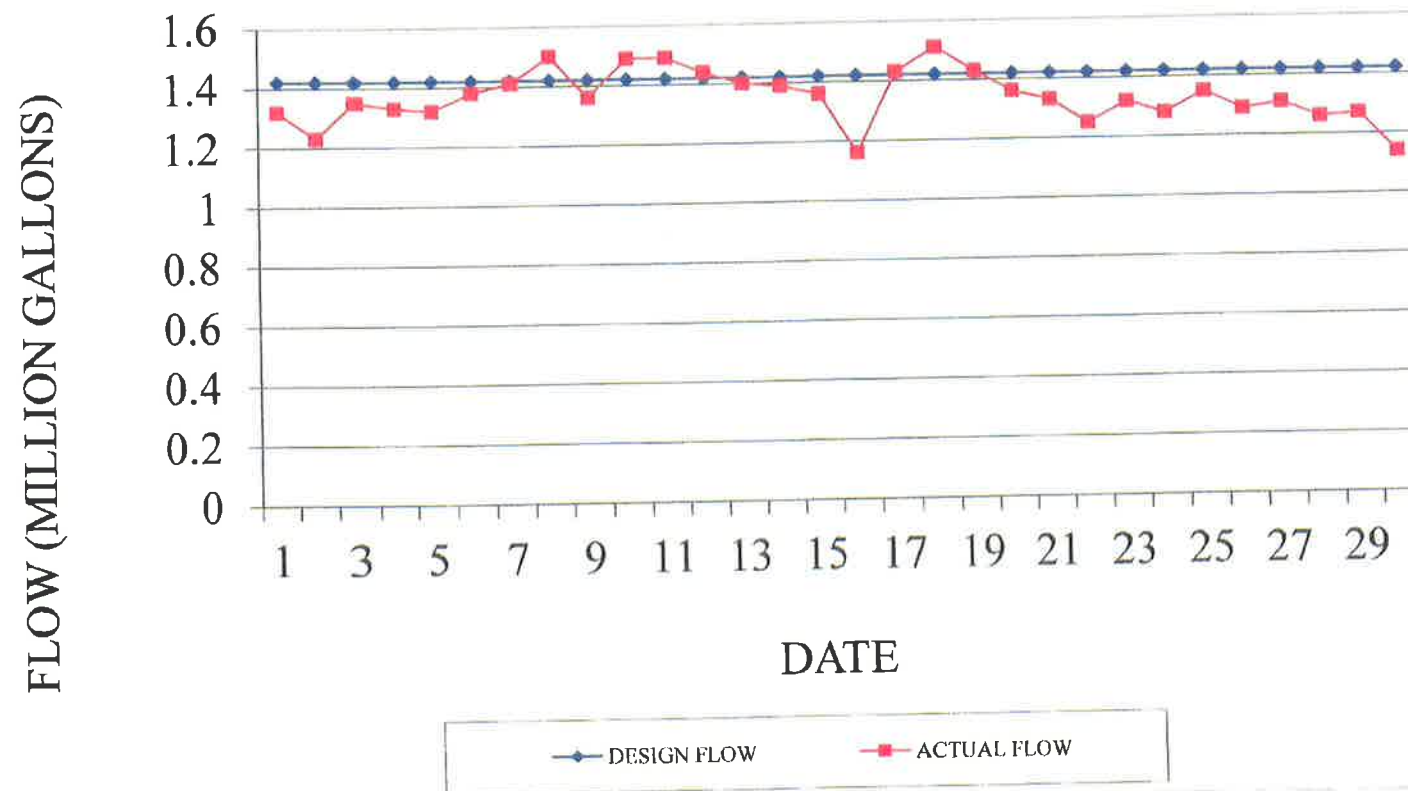
Appendix B



EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW



APPOINTMENTS

Expires

Board of Review

Vacancy (Martin McPhee – Currently Serving)	01/01/2019
Vacancy (Nancy Wood – Currently Serving)	01/01/2019
Vacancy (Leah Vredenburg – Currently Serving)	01/01/2019
Vacancy (Jim Hodges – Currently Serving)	01/01/2019

Construction Board of Appeals

Vacancy (Dan DesJarden – Resigning)	01/01/2019
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Downtown Development Authority

Vacancy (Mike Larkin – Resigning)	01/01/2019
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Downtown Historic District Commission

Vacancy (Brian McLane – Currently Serving)	01/01/2019
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