

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

**CITY OF LOWELL, MI
CITY COUNCIL**

**PUBLIC NOTICE FOR A REGULAR MEETING TO BE HELD AT CREEKSIDE AT
7:00 P.M. ON MONDAY, AUGUST 17, 2020 WITH OPTION TO HOLD REMOTELY
VIA "ZOOM" IF INCLEMENT WEATHER PERSISTS**

A regular meeting of the Lowell City Council will be held Monday, August 14, 2020 at 7:00 PM with an in-person meeting at Creekside Park in the Pavilion. In the event of inclement weather, this meeting will be held remotely with no in-person meeting occurring at City Hall via "Zoom".

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to City of Lowell residents; the City is holding this meeting consistent with crowd size and social distancing recommendations, and the Governor's Executive Order 2020-75. It is the intent of the City to adhere to EO 2020-75 and the Open Meetings Act in order to promote government accountability and fostering openness in government to enhance responsible decision-making.

The **Lowell City Council meeting** will be held via "Zoom" online meeting platform only in the event of inclement weather and will be noticed via the www.lowellmi.gov and the City of Lowell Facebook page in the event of such change. The meeting is open remotely to the public to follow along and participate during the public portion of the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/82486321934>

Meeting ID: 824 8632 1934

One tap mobile

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Dial by your location

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+1 253 215 8782 US (Tacoma)

Meeting ID: 824 8632 1934

Public comments or questions may be submitted to the City Clerk at sullery@ci.lowell.mi.us. Comments and questions submitted will be read aloud during the public comment portion of the meeting. Email addresses in order to contact councilmembers directly can be found at

http://www.lowellmi.gov/government/city_council/mayor_and_council_members.php.

Persons with disabilities may attend and participate using any of the above described methods. If you require special accommodations, please email sullery@ci.lowell.mi.us and we will be happy to accommodate you. If you have any questions or need further assistance, please email sullery@ci.lowell.mi.us. More meeting information, including the meeting agenda, will be available at our website www.lowellmi.gov.

According to the Michigan Attorney General Dana Nessel, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540). According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications. Public meetings are being monitored and violations of statutes will be prosecuted.

DATED: August 14, 2020

Susan Ullery
City Clerk



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

**CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, AUGUST 17, 2020, 7:00 P.M.
AT CREEKSIDE PARK**

1550 GEE DRIVE

WITH OPTION TO HOLD REMOTELY VIA "ZOOM" IF INCLEMENT WEATHER PERSISTS

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Meeting ID: 824 8632 1934

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

2. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the Regular and Special minutes of the August 3, 2020 and August 11, 2020 City Council meetings.
- Authorize payment of invoices in the amount of \$485,318.25

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. MERS Actuarial
- b. Showboat Fundraising
- c. Fireworks

5. NEW BUSINESS

- a. Ability Weavers Request
- b. Amity St. – Engineering Design Services

- c. Water Billing Late Fees
- d. Resolution 18-20 Pink Arrow Pride Day
- e. Lowell Area Schools Easement Acceptance

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

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



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085
www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Monday, August 17, 2020

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

- Approval of the Agenda.
- Approve and place on file the minutes of the August 3, 2020 Regular City Council meeting and the August 11, 2020 Special City Council meeting.
- Authorize payment of invoices in the amount of \$485,318.25.

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. MERS Actuarial. City Manager Michael Burns provided information.
- b. Showboat Fundraising. City Manager Michael Burns provided a memo.

Recommended Motion: There is no recommended motion.

- c. Fireworks. City Manager Michael Burns provided a memo.

Recommended Motion: There is no recommended motion.

5. NEW BUSINESS

- a. Ability Weavers Request. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve the request for the road closure of Riverside Drive on Saturday September 26, 2020 from 8:00 A.M. to 5:00 P.M. as presented.

- b. Amity St. – Engineering Design Services. Public Works Director Daniel Czarnecki provided a memo.

Recommended Motion: That the City Council approve the Design Engineering Services quote for the Amity Street Resurfacing Design, as proposed by Williams & Works in their letter dated August 11, 2020, for the amount of \$36,500.00

- c. Water Billing Late Fees. City Manager Michael Burns provided a memo.

Recommended Motion: There is no recommended motion.

- d. Resolution 18-20 Pink Arrow Pride Day. City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council adopt Resolution 18-20 proclaiming Thursday, September 3, 2020 as Pink Arrow Pride Day – Arrow Force XIII in the City of Lowell.

- e. Lowell Area Schools Easement Acceptance. LL&P General Manager Steve Donkersloot provided a memo.

Recommended Motion: That the Lowell City Council approve the Utility Easement Agreement with Lowell Area Schools.

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, AUGUST 03, 2020, 7:00 P.M.
(ZOOM MEETING)**

1. **CALL TO ORDER; ROLL CALL.**

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

Present: Councilmembers Cliff Yankovich, Greg Canfield, Marty Chambers, Jim Salzwedel and Mayor DeVore.

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Susan Ullery, City Attorney Jessica Wood.

2. **APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the minutes of the July 20, 2020 Regular City Council meeting.
- Authorize payment of invoices in the amount \$674,847.89.

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

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

NO: None.

ABSENT: None.

MOTION CARRIED.

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

Trevor Workman who is Pastor at the Lowell Church of the Nazarene located at 201 N. Washington Street would like to hold their church services outside and questioned the noise ordinance and requested either a special exemption or an amendment to the ordinance which would allow church services to be held outside on Sunday. The issue will be brought back at the next meeting and or the Pastor will work with City Manager Michael Burns.

4. **OLD BUSINESS**

a. **MERS Actuarial.**

Mike Oberly presented the MERS Actuarial evaluation update. He explained MERS as an independent non-profit professional retirement services company serving municipal members across Michigan. The independent elected board is made up of three officer members, three employee members, two expert members and one retiree member. There is a program for every need. At MERS, the ultimate goal is to insure that, over time, the assets in the plan are sufficient to meet the projected benefits to be paid to retirees. When the level of plan assets is equal to the expected benefits to be paid (which is the plan's "liability"), the plan is considered "full funded" or "100% funded". Another way to think of this is that

the plan is “in balance”. Oberly then explained how the employer contribution is calculated and things that impact the plan such as economic assumption changes, the impact of retirements. Also, future impacts such as assumption change in 2020 based on demographic assumptions, adjustments to the actuarial assumptions including mortality, retirement, disability and termination rates. Changes to the demographic assumptions resulting from the experience study have been approved by MERS Retirement Board and are to be effective beginning with the December 31, 2020 actuarial valuation first impacting 2022 fiscal year contributions.

The City Councilmembers then voiced their concerns.

The City Manager Michael Burns stated we are at the point (under 60%) where next year, we will be required to submit a corrective action plan and once we submit that plan, we will have to stick to it.

b. Public Hearing – Riverview Flats Site Plan Amendment.

Andy Moore with Williams & Works explained the applicants for the Riverview Flats have applied for an amendment to their PUD. The changes are significant enough that we have to go through the same process that we went through the first time around. That means, City Council hearing and then we’ll have to adopt another ordinance that approves the PUD in its amended format. Brief summary, they have reoriented the streets and driveway a little bit and the previous High Street issues are all reflected in the updated plan.

Todd Schaal then gave a brief summary of what the changes are including more parking, more landscaping, eliminating the driveway on Monroe so it flows nicer and eliminates car headlights shining on the resident homes across the street.

Mayor DeVore opened the Public Hearing.

There were no comments.

Andy Moore stated that the Planning Commission had an overall favorable opinion of the changes as did Williams & Works and that this is an improvement from what was approved a year ago. There were several concerns that this plan addresses. They will have to update their landscaping plan according to the new layout.

Mayor DeVore closed the Public Hearing.

IT WAS MOVED BY CHAMBERS and seconded by DEVORE to approve the Riverview Flat Site Plan Amendment – Ordinance 20-04.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. Street Closure – Tonia North.

City Manager Michael Burns stated that he received a request from Tonia North and North Star Antiques pertaining to a street closure of Riverside Drive, if you recall in June, we allowed a street closure of Riverside for North to have a garden sale. North would like to do this event again on Saturday August 8, 2020 from 10:00 a.m. to 5:00 p.m. in conjunction with the sidewalk sales the Chamber of Commerce is having. In addition to August 8, North is also requesting to do this at the same time as before but on

Saturday, September 12, 2020 and Saturday, October 10, 2020.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve the Riverside Drive street closure dates as presented.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

5. NEW BUSINESS

a. MML Delegate.

City Manager Michael Burns stated the Michigan Municipal League Annual Convention will be held as an online virtual conference September 29 – October 2, 2020. The League's "Annual Meeting" is scheduled for 3:00 p.m. on Tuesday, September 29. The Council is requested to designate by action of your governing body one of your officials who will be in attendance at the virtual convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as an alternate.

City Councilmembers designated Mike DeVore to attend the virtual conference.

b. Marihuana Ordinance hours of operation.

City Manager Michael Burns stated Section 28-30 subsection of our Adult Use Marihuana Ordinance states, "It shall be unlawful for any license to sell marihuana or marihuana products at a licensed marihuana retailer or microbusiness at any time other than between the hours of 7:00 a.m. and 9:00 p.m. daily." Meds Café has made a request to modify this provision of the ordinance. They are seeing an unintended issue occur with their business due to this. Meds Café closes as required at 9:00 p.m. However, they cannot process sales after 9:00 p.m. So people who are arriving 15 to 20 minutes prior to closing are in a position where the clerks may have to turn them away. The owners have had dozens of complaints/requests when they have turned late arriving customers away and this has caused lost revenue by not being able to serve all their customers. Med Café informs me a normal transaction takes 5 to 15 minutes as they have to track the sale with the State. This is also dependent on the customer's questions or the size of their order to be filled. Meds Café is requesting they still close at 9:00 p.m. However, be allowed to operate no later than 10:00 p.m. to process those transactions. From my discussions with Meds Café, I believe this is a reasonable request and was an oversight when we developed the ordinance.

Councilmember Chambers stated we looked long and hard at this initially and based the decision on the neighborhood around the facility.

Councilmember Salzwedel questioned whether they were educating their customers of their hours of operation and what the close time is.

Casey Cole who is the operations manager for Meds Café stated they are educating everyone but they do get a lot of new customers every day. He explained this issue is just for the curbside customers as that process makes the transactions take longer.

City Manager then asked for direction from the Council.

City Council discussed at length.

City Attorney Jessica Wood stated the only vote tonight would be for City Manager Michael Burns to change the ordinance or to leave it as it is.

There was no consensus on having the ordinance changed and brought back to Council.

c. Lowell Arts Yarn Bombing.

City Manager Michael Burns stated in 2013, Lowell Arts approached the City Council to allow a yarn bombing of the downtown. This is where volunteer artisans create art projects out of yarn on trees in the Downtown District. It is supposed to be a way to provide color to the downtown with lively knitted and crocheted wraps. It is unknown what day this will occur as it is a secret as to the actual date of the event. Lowell Arts is asking permission from the City Council for our trees to be utilized for this event.

Liz Baker with the Chamber of Commerce explained the process.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS to approve Lowell Arts request to hold a yarn bombing.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

6. BOARD/COMMISSION REPORTS.

There were no reports.

7. MANAGER'S REPORT.

- Burns stated the paving is complete on Suffolk, Elizabeth, Howard and Riverside. They will come back and do some restoration work. Burns is pretty sure but will confirm whether this project was completed under budget and let you know.
- Showboat meeting with the Showboat Committee will be held at Creekside Park on Tuesday August 11, 2020 at 7:00 p.m.
- CARES ACT Funding: Hazard pay request has been submitted to the State of Michigan. There is another funding available, so another request has been submitted for another program we are eligible for which is reimbursement for payroll cost for public health and public safety expenses for April and May.
- We are starting our process with the USDA Rural Development pertaining to financing for the proposed Monroe and Washington Street projects in 2022 and 2023. Meeting with the USDA in mid-August for that.
- At the next meeting you will be getting a proposal for engineering for the Amity Street project for next summer which includes the 250K we received from United States Community Development Block Grant.

- Also I am reviewing our street funds and looking to see if it is possible to repave a street or two in the Valley Vista subdivision next year in addition to Amity.
- I am meeting with a financial advisor pertaining to Lowell Township next week.
- Police Department did fill their full time police position hiring Jason Diaz, one of our previous part time officers. Diaz has taken the position and will start August 10, 2020.
- Next week, the Police Department will be holding their first phase of the sergeant exams so there will be interviews and then at a later date, there will be practical exams.

8. **APPOINTMENTS.**

There were none.

9. **COUNCIL COMMENTS.**

Councilmember Yankovich welcomed the T-Myer family back to the Lowell area.

Councilmember Canfield stated he is disappointed we are hiring full time employees when a few months ago we could get by without them, tough times are coming, we are spending money we don't have and we are going to be bankrupt pretty soon.

City Manager Michael Burns responded to Commissioner Canfield's comment and stated he took offense by that accusation and he takes the budget very serious and these were budgeted hires at the beginning of the year.

10. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CANFIELD to adjourn at 8:37.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Sue Ullery, Lowell City Clerk

CITY OF LOWELL CITY COUNCIL

KENT COUNTY, MI

ORDINANCE # 20-04

At a regular meeting of the City of Lowell City Council, Kent County, Michigan, held at the Lowell City Hall on August 3, 2020 at 7:00 PM, Councilmember CHAMBERS supported by Mayor DEVORE moved the adoption of the following ordinance:

**AN ORDINANCE TO APPROVE AN AMENDMENT TO THE
PLANNED UNIT DEVELOPMENT PLAN FOR UNITY
SCHOOL INVESTORS, LLC.**

PREAMBLE

WHEREAS, Unity School Investors, LLC submitted an application for a planned unit development (PUD) located at 219 High Street (PPN 41-20-02-260-003) for approval of a condominium project located in the Mixed Use zoning district; and

WHEREAS, the applicant has received approval of the PUD plan and rezoning from City Council on September 16, 2019, pursuant to applicable provisions in the City of Lowell Zoning Ordinance; and

WHEREAS, the applicant has submitted a PUD plan amendment dated June 1, 2020, and requested approval of this PUD plan amendment pursuant to applicable provisions in the City of Lowell Zoning Ordinance; and

WHEREAS, the site plan amendment would include removal of the curb cut on Monroe Street, addition of a curb cut on High street, modification of internal circulation for vehicles and

pedestrians, modified property boundary, additional parking spaces, and various related improvements.

WHEREAS, the Planning Commission has recommended approval of the PUD plan to the City Council on July 13, 2020; and

WHEREAS, the City Council finds that the findings of fact adopted on September 16, 2019, remain applicable to this amendment and are still in effect.

WHEREAS, the City Council has determined that the proposed PUD plan amendment satisfies the requirements of the Zoning Ordinance, if certain conditions are met, as specified herein.

THE CITY OF LOWELL, KENT COUNTY, MICHIGAN ORDAINS:

Section 1. Conditions of approval. The amended PUD plan and PUD rezoning is hereby approved, subject to the following conditions and regulations:

- a. Prior to issuance of any City permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.
- b. The proposed PUD shall satisfy all applicable local, state, and federal laws, rules and, regulations, including, but not limited to, all applicable requirements pertaining to barrier-free access and the Americans with Disabilities Act ADA.
- c. The applicant shall comply with applicable local, state, and federal laws, rules and regulations, including the requirements of the City's Code of Ordinances, promulgated rules, regulations, and policies of the City's Department of Public Works, the City Engineer and Department of Light and Power, and promulgated rules, regulations, and policies of the Lowell Area Fire Authority.

- d. All necessary permits shall have been issued by the appropriate local, state, and federal authorities, including a floodplain permit, or letter of no authority from the Michigan Department of Natural Resources and/or Department of Environment, Great Lakes, and Energy (EGLE) under authority of Act 451, of the Public Acts of 1994, as amended. Where a permit cannot be issued prior to the issuance of zoning compliance permit, a letter from the issuing agency indicating intent to issue contingent only upon proof of zoning compliance shall be acceptable.
- e. The most recent flood elevation data received from the Federal Insurance and Mitigation Administration (FIMA) shall take precedence over data from other sources.
- f. The applicant shall submit evidence that the requirements of Chapter 14, Floodplain Overlay District of the Zoning Ordinance are or will be satisfied.
- g. If it is determined that the work involved would require a compensating cut pursuant to EGLE requirements, such compensating cut, if in the City, shall occur at a location approved by the City and shall be subject to reasonable regulation and oversight by the City of Lowell.
- h. Consistent with Note 9 of Sheet C 2.0 of the site plan submitted by the applicant stating that “as the site is riparian and within a floodplain, stormwater management goals of the project focus on providing stormwater quality improvements and maintaining onsite grading characteristics to provide storage for impending flood conditions.” Since the site has a direct discharge to the Flat River, the applicant shall submit evidence to the City Engineer’s satisfaction that demonstrates specific stormwater quality Best Management Practices (BMPs).
- i. Site Plan review by the Planning Commission for phase 3 shall be required.

- j. The applicant shall install a curb, gutter, and sidewalk along the south side of the development, along the north side of High Street, but outside of the High Street right-of-way.
- k. The applicant shall remain in compliance with all applicable terms of the court order titled dated _____.
- l. The applicant shall complete the acquisition of property line adjustments along High street and the westerly property boundary with approval from the Michigan DNR, the City of Lowell, and all other applicable entities.
- m. The applicant shall complete the vacation of High Street and have the amended plat approved by the state of Michigan and all other applicable approving entities.
- n. The applicant shall submit updated photometric and landscaping plans for review and approval by the Zoning Enforcement Officer.

Section 2. Amendment to the Preliminary PUD Plan. The preliminary site plan (as amended) submitted by Unity Schools Investors, LLC is hereby approved. Such approval and rezoning is expressly subject to the conditions and regulations of this Ordinance and the City of Lowell Zoning Ordinance.

Section 3. 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 4. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YES: Councilmembers Mayor DeVore, Councilmembers Salzwedel, Yankovich, Chambers
and Canfield

NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2020

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 August 3, 2020, 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 August 12, 2020. I further certify that the above ordinance was entered into the Ordinance Book of the City on August 22, 2020, and was effective August 22, 2020, ten (10) days after publication.

Dated: _____, 2020

Susan Ullery
City Clerk

**PROCEEDINGS
OF
CITY COUNCIL SPECIAL MEETING
OF THE
CITY OF LOWELL
TUESDAY, AUGUST 11, 2020, 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 Commissioner Salzwedel and Deputy Clerk Amy Brown called roll.

Present: Councilmembers Cliff Yankovich, Greg Canfield, and Jim Salzwedel.

Absent: Councilmember Marty Chambers and Mayor DeVore.

Also Present: City Manager Michael Burns, City Deputy Clerk Amy Brown, DPW Director Dan Czarnecki and the Showboat Committee.

2. EXCUSED OF ABSENCE.

IT WAS MOVED BY YANKOVICH and seconded by CANFIELD to excuse the absence of Councilmember Chambers and Mayor DeVore.

YES: Councilmember Yankovich, Councilmember Salzwedel and Councilmember Canfield.

NO: None. ABSENT: Councilmember Chambers and Mayor DeVore. MOTION CARRIED.

3. APPROVAL OF THE AGENDA.

IT WAS MOVED BY YANKOVICH and seconded by CANFIELD to approve the agenda as written.

YES: Councilmember Canfield, Councilmember Salzwedel, and Councilmember Yankovich,

NO: None. ABSENT: Councilmember Chambers and Mayor DeVore. MOTION CARRIED.

4. SHOWBOAT BIDS.

City Manager Michael Burns suggested that tonight we review the bids, discuss the financing issue and maybe because there are only three councilmembers here tonight, we table it and bring it back at Mondays City Council Meeting. Burns then reviewed his memo and stated the following:

On June 1, 2020 the City of Lowell opened the following bids for the general contractor for the interior of the showboat:

- Pel Construction \$1,858,488
- AJ Veneklasen \$1,347,116
- Wolverine Building Group \$1,340,483

Shortly thereafter, the Committee and our Consultants met and reviewed the submissions. It was apparent that both AJ Veneklasen and Wolverine bid this project with the assumption they would build it on land. It was explained multiple times to all bidders that their interior work would need to be completed in the water. Also, the architect and mechanical engineer needed clarifications on these items and were given two weeks to complete the addendum. Two of the three bidders submitted the requested information in the

addendum. Both included revised bids. They were asked to submit their bid with the construction work being completed in the water. Both were also asked to provide the total construction cost and list the installation of snowmelt as an alternate. They were also asked to provide a deduction if Pella sliding doors were used in lieu of the proposed stacking doors. AJ Veneklasen provided a revised bid of \$1,412,820. Their cost for snowmelt was \$15,820 and they included a deduction of \$21,500 for the doors. Wolverine submitted a bid \$1,435,638.81. They provided a deduction of \$20,745. Once we received the revised bids, the committee chose to have both firms come in for questions about their bids and to clarify items in question. We also asked them what they felt could be value engineered in order to reduce costs. On Friday, July 17th, both AJ Veneklasen and Wolverine were present and answered questions. We learned AJ Veneklasen did not provide a specified keel cooler in their bid. It was determined this would be an increase of approximately \$35,000 to their bid. We also learned AJ Veneklasen used a different electrical subcontractor for the second submittal, and felt this cost could be reduced if they were selected. While the City had the right to reject the bid from AJ Veneklasen because they did not provide the keel cooler, they were asked to provide the cost of one. I also learned when we met with Wolverine, they informed us they didn't separate the snowmelt alternate bid from their proposal and reduced the bid to \$1,414,611.57.

Councilmembers and Showboat Committee discussed at length.

Councilmember Yankovich asked the showboat committee why they preferred one bid more than the other.

Lowell Chamber of Commerce Director and Showboat Committee member Liz Baker, also with the Lowell Chamber of Commerce stated Wolverine would be using a lot of local people including subcontractors. Also, Wolverines bid was complete.

Ken Reigler – our Mechanical Engineer for the Showboat project stated he recommends Wolverine. They were professional with their bid, specifications and plan. Reigler also explained how the Keel Cooler works.

Mike Lynch, the Showboat Architect also recommends Wolverine and stated he has used them in the past, their interviews were professional and he has been pleased with their work.

Bill Lee representing AJ Veneklasen wanted to state that their mistake not including the Keel Cooler was completely unintentional and they were not aware it was going to cost them the bid award. Also, the change in the bid price reduction was simply due to your City budget constraints.

IT WAS MOVED BY CANFIELD and seconded by YANKOVICH to follow the recommendation of the Showboat Committee and award the work to Wolverine Building Group at their cost not to exceed \$1,414,611.57.

YES: Councilmember Canfield, Councilmember Salzwedel, Councilmember Yankovich.

NO: None. ABSENT: Councilmember Chambers and Mayor DeVore. MOTION CARRIED.

City Manager Michael Burns then reviewed his memo about the financing of the showboat.

Council and the Showboat Committee discussed at length.

Councilmember Canfield and City Manager Michael Burns questioned the fundraising numbers.

The Showboat Committee, the engineer and the architect agreed it is not a good idea to leave the boat parked and incomplete to raise the remaining money.

Nancy Ramor who resides at 506 Lafayette is concerned that some constructing of the boat is in process before all the funds are raised and it seems backwards. Also, getting all the information about the showboat out there on social media including the history of the showboat would help with fundraising and the residents understanding of what is happening.

Tina Cadwallader who resides at 806 Lafayette stated she has been a resident of Lowell since 5th grade. This is her 2nd showboat and a lot of the surrounding community wants this to happen. Also feels the community has not been well informed of the details that she is hearing about tonight and thinks that it would help with fundraising if they were.

Greg Briggs from Lowell Township questioned why the City has not asked the surrounding townships for funding.

Councilmember Salzwedel asked some questions about the inspection of the boat and who will be responsible.

Showboat Committee member Mark Mundt gave a presentation of the funding (money used and money they believe they have coming in yet, a business plan for what is not yet raised including a group of some 30 people to help with fundraising).

They discussed at great length but made no further decisions.

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

There were no additional comments.

6. **ADJOURNMENT.**

IT WAS MOVED BY CANFIELD and seconded by YANKOVICH to adjourn at 8:23.

YES: 3.

NO: None.

ABSENT: 2.

MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Sue Ullery, Lowell City Clerk

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Vendor Code	Vendor Name	Invoice	Description	Amount
00015	ALEXANDER CHEMICAL CORP			
	27329 & 27004		WTP CHEMICALS	1,189.00
	27777		WTP CHEMICALS	140.00
	27898		WTP CHEMICALS	1,852.61
TOTAL FOR: ALEXANDER CHEMICAL CORP				3,181.61
CREEKSIDE	ALLEN, MELISSA			
	6/16/2020		CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: ALLEN, MELISSA				50.00
10869	ALLIED UNIVERSALTECH SERVICES			
	IN1-910096889		COMPUTER SERVER WORK	125.00
TOTAL FOR: ALLIED UNIVERSALTECH SERVICES				125.00
10816	AMAZON CAPITAL SERVICES			
	134T-WNPM-MQ7G		WATER SEWER DEPT	29.98
	16G7-KHCM-9X4X		ELECTRICAL TAPE	53.94
	1GMY-RKMT-9KCG		WATER/SEWER DEPT	9.52
	1MTF-WV97-1VYJ		WATER/SEWER DEPT	61.92
TOTAL FOR: AMAZON CAPITAL SERVICES				155.36
REFUND UB	ANDERSON, JILL			
	08/13/2020		UB refund for account: 6-01261-2	10.15
TOTAL FOR: ANDERSON, JILL				10.15
02239	APEX SOFTWARE			
	310280		SKETCHING SOFTWARE - ASSESSOR	470.00
TOTAL FOR: APEX SOFTWARE				470.00
10660	ARROW ENERGY, INC.			
	127469		AVGAS FOR AIRPORT	3,183.47
TOTAL FOR: ARROW ENERGY, INC.				3,183.47
00050	BERNARDS ACE HARDWARE			
	7/30/2020		ACCOUNT STATEMENT	868.55
TOTAL FOR: BERNARDS ACE HARDWARE				868.55
10686	BETTEN BAKER			
	136153		2013 GMC TRUCK R & M #6	161.18
TOTAL FOR: BETTEN BAKER				161.18
10483	BOURGETTE, BOB			
	8/13/2020		AIRPORT RUNWAY LITES/MOWER FUEL	150.32
TOTAL FOR: BOURGETTE, BOB				150.32
MISC	BROWN, GREG			
	8/14/2020		ELECTION LUMBER	99.14
TOTAL FOR: BROWN, GREG				99.14
10493	COMCAST CABLE			
	8/6 - 9-5/2020		ACCOUNT STATEMENT	50.34
TOTAL FOR: COMCAST CABLE				50.34
10509	CONSUMERS ENERGY			
	2020 JULY		ACCOUNT STATEMENT	26.47
TOTAL FOR: CONSUMERS ENERGY				26.47

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Vendor Code	Vendor Name	Invoice	Description	Amount
01752	CORE TECHNOLOGY CORP	MN3001526	LPD - ANNUAL CORE TECH MAINT	1,005.00
TOTAL FOR: CORE TECHNOLOGY CORP				1,005.00
01156	CURTIS CLEANERS	JULY 2020	DRY CLEANING - LPD	260.05
		JUNE 2020	DRY CLEANING LPD	240.75
TOTAL FOR: CURTIS CLEANERS				500.80
10853	DAVIS & STANTON PROMOTIONS	139532	UNIFORM POLICE BARS	45.00
TOTAL FOR: DAVIS & STANTON PROMOTIONS				45.00
02035	DIGITAL OFFICE MACHINES, INC.	19098	LPD COPY MACHINE	146.45
		19099	DPW COPY MACHINE	30.35
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.				176.80
10670	FAHEY SCHULTZ BURZYCH RHODES PLC	54040	LABOR RELATIONS - IBEW	840.00
TOTAL FOR: FAHEY SCHULTZ BURZYCH RHODES PLC				840.00
10673	FERGUSON WATERWORKS	0105464	METER FOR 750 FOREMAN	3,396.14
		0105543	METER PARTS 750 FOREMAN	232.84
		0105717	METER READER FOR WATER TRUCK	7,586.21
TOTAL FOR: FERGUSON WATERWORKS				11,215.19
00215	GODWIN ADA VILLAGE HARDWARE	C181445	EDGER BLADE & GLOVES	47.46
TOTAL FOR: GODWIN ADA VILLAGE HARDWARE				47.46
00225	GRAND RAPIDS COMMUNITY COLLEGE	7/16 - 7/31/2020	TAX DISBURSEMENT	8,669.22
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE				8,669.22
01508	GTW	223273	CYLINDER RENTA JULY 2020	34.96
TOTAL FOR: GTW				34.96
00710	HAROLD ZEIGLER FORD, INC.	219086	2014 EXPLORER #836 LPD	26.71
		219235	2015 EXPLORER LPD	900.73
TOTAL FOR: HAROLD ZEIGLER FORD, INC.				927.44
00248	HOOPER PRINTING	60513	LPD ID BADGE - HURST	25.00
		60599	LPD - BADGE - BUTTS	25.00
TOTAL FOR: HOOPER PRINTING				50.00
02463	HYDROCORP	0058150-IN	CROSS CONNECTION JULY 2020	937.00
TOTAL FOR: HYDROCORP				937.00
10870	KENT COUNTY CIRCUIT COURT	8/13/2020	REFUND OUIL #19-06951 FH	225.00
TOTAL FOR: KENT COUNTY CIRCUIT COURT				225.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
00291	KENT COUNTY ROAD COMMISSION	412118	SIGNAL ELECTRIC	43.75
TOTAL FOR: KENT COUNTY ROAD COMMISSION				43.75
00300	KENT COUNTY TREASURER	7/16 - 7/31/2020	TAX DISBURSEMENT	54,983.03
TOTAL FOR: KENT COUNTY TREASURER				54,983.03
00302	KENT INTERMEDIATE SCHOOL DIST.	7/16 - 7/31/2020	TAX DISBURSEMENT	43,565.53
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.				43,565.53
02209	KERKSTRA PORTABLE, INC.	160350	PORTABLE RESTROOM CEMETERY	150.00
TOTAL FOR: KERKSTRA PORTABLE, INC.				150.00
10018	KORE/HI COM, INC.	30103	COMPUTER SYSTEM SERVICES	2,741.95
		30105	COMPUTER SYSTEM SERVICES	218.75
		30109	COMPUTER SYSTEM SERVICES	906.25
TOTAL FOR: KORE/HI COM, INC.				3,866.95
02161	LAKESIDE EQUIPMENT CORP	900925	WTP R & M	5,128.00
TOTAL FOR: LAKESIDE EQUIPMENT CORP				5,128.00
02482	LAUREN, GORDY	7/31/2020	AIRPOD REIMBURSEMENT	150.00
TOTAL FOR: LAUREN, GORDY				150.00
00805	LEE'S TRENCHING SERVICE, INC.	107655	WORK AT 320 N MONROE	9,137.80
TOTAL FOR: LEE'S TRENCHING SERVICE, INC.				9,137.80
01374	LOWELL AREA HISTORICAL MUSEUM	7/16 - 7/31/2020	TAX DISBURSEMENT	1,326.34
TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM				1,326.34
00562	LOWELL AREA SCHOOLS	110	CARTONS OF COPY PAPER	730.00
		7/16 - 7/31/2020	TAX DISBURSEMENT	66,894.75
TOTAL FOR: LOWELL AREA SCHOOLS				67,624.75
00330	LOWELL LEDGER	7/31/2020	ACCOUNT STATEMENT JULY	296.41
TOTAL FOR: LOWELL LEDGER				296.41
00341	LOWELL LIGHT & POWER	20-3446	PHONE & COMPUTER SERVICES CHARGES	5,755.19
		JULY 2020	ELECTRIC STATEMENTS	23,098.54
TOTAL FOR: LOWELL LIGHT & POWER				28,853.73
10615	MANSZEWSKI LANDSCAPING LLC	7/14/2020	MOWING PAYMENT 2 OF 4	9,930.00
TOTAL FOR: MANSZEWSKI LANDSCAPING LLC				9,930.00
REFUND UB	MENDEZ, WILLIAM	08/13/2020	UB refund for account: 6-00242-5	161.73
TOTAL FOR: MENDEZ, WILLIAM				161.73

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00410	MICHIGAN HISTORIC PRESERVATION	8/13/2020	HDC COMMISSION FES 2020	150.00
TOTAL FOR: MICHIGAN HISTORIC PRESERVATION				150.00
02559	MITCHELL 1	24757876	DPW AUTO REPAIR SOFTWARE	2,568.00
TOTAL FOR: MITCHELL 1				2,568.00
00424	MML WORKERS' COMP FUND	10244205	WORKERS COMP 2020-2021 #2	6,124.00
TOTAL FOR: MML WORKERS' COMP FUND				6,124.00
00426	MODEL COVERALL SERVICE, INC.	7/31/2020	LIBRARY RUGS	127.96
TOTAL FOR: MODEL COVERALL SERVICE, INC.				127.96
10838	MORAN IRON WORKS, INC	16279	SHOWBOAT GRANT	57,632.40
		16280	SHOWBOAT GRANT	32,768.10
		16281	SHOWBOAT GRANT	3,838.32
		16301	SHOWBOAT GRANT	28,003.19
		16302	SHOWBOAT GRANT	43,260.52
		16303	SHOWBOAT GRANT	20,697.36
TOTAL FOR: MORAN IRON WORKS, INC				186,199.89
01499	NAPA AUTO PARTS	7/16/2020	ACCOUNT STATEMENT	4.66
TOTAL FOR: NAPA AUTO PARTS				4.66
00468	NYE UNIFORM COMPANY CO	743743	LPD UNIFORMS	532.00
		744833	POLICE UNIFORM	170.00
TOTAL FOR: NYE UNIFORM COMPANY CO				702.00
00512	PREIN & NEWHOF, INC.	90071	STONEY LAKE SAMPLES	775.00
TOTAL FOR: PREIN & NEWHOF, INC.				775.00
10762	PROFESSIONAL CODE INSPECTIONS OF MI	6404	INSPECTIONS/PERMITS JULY 2020	8,756.10
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS OF MI				8,756.10
02104	ROSS VALVE MANUFACTURING CO	IN01049631	NW PUMP STATION ALTITUDE VALVE	35.41
TOTAL FOR: ROSS VALVE MANUFACTURING CO				35.41
10378	RUESINK, KATHIE	745351/745352	CLEANING SERVICES 8/2 - 8/13/2020	630.00
TOTAL FOR: RUESINK, KATHIE				630.00
CREEKSIDE	STARK, NANCY	1/2/2020	CREEKSIDE DEPOSIT	125.00
TOTAL FOR: STARK, NANCY				125.00
10341	STATE OF MICHIGAN	551-564752	LIVE SCAN JULY 2020	173.00
TOTAL FOR: STATE OF MICHIGAN				173.00

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00630	THORNAPPLE RIVER NURSERY, INC.			
		12575	WOOD CHIPS	196.00
		12731	WOOD CHIPS	210.00
TOTAL FOR: THORNAPPLE RIVER NURSERY, INC.				406.00
10069	TRUGREEN			
		3580699565	WTP LAWN CARE	359.66
		3692474652	REC PARK LAWN CARE	133.02
TOTAL FOR: TRUGREEN				492.68
02146	VANSOLKEMA, SCOT			
		30496438XB0523427	REIMBURSEMENT FOR FLASHLIGHTS	267.45
TOTAL FOR: VANSOLKEMA, SCOT				267.45
02203	VISA			
	JULY 2020		MERCANTILE VISA STATEMENT	1,217.56
TOTAL FOR: VISA				1,217.56
00692	WILLIAMS & WORKS INC.			
		90732	LOWELL TWP W/S FEASABILITY STUDY	660.00
		90736	ROAD CONSTRUCTION ENGINEERING	14,354.58
		90737	RIVERWALK DNR	1,308.25
		90769	PLANNING SERVICES	1,786.00
TOTAL FOR: WILLIAMS & WORKS INC.				18,108.83
10567	WOLF KUBOTA			
		BYR-1010488	CONTROL THROTTLE #54	31.23
TOTAL FOR: WOLF KUBOTA				31.23
TOTAL - ALL VENDORS				485,318.25

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Fund 101 GENERAL FUND					
Dept 000					
101-000-085.000	DUE FROM LIGHT & POWER	LOWELL AREA SCHOOLS	CARTONS OF COPY PAPER	146.00	74629
101-000-264.003	WORKERS COMP INSURANCE PA	MML WORKERS' COMP FUND	WORKERS COMP 2020-2021 #2	6,124.00	74637
101-000-285.004	CREEKSIDE DEPOSIT	ALLEN, MELISSA	CREEKSIDE PARK DEPOSIT	50.00	74597
101-000-285.004	CREEKSIDE DEPOSIT	STARK, NANCY	CREEKSIDE DEPOSIT	125.00	74646
Total For Dept 000				6,445.00	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	BROWN, GREG	ELECTION LUMBER	99.14	74605
101-191-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT JULY	146.61	74630
Total For Dept 191 ELECTI				245.75	
Dept 209 ASSESSOR					
101-209-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT JULY	64.20	74630
Total For Dept 209 ASSESS				64.20	
Dept 210 ATTORNEY					
101-210-802.000	LABOR RELATIONS ATTORNEY	FAHEY SCHULTZ BURZYCH RHO	LABOR RELATIONS - IBEW	840.00	74612
Total For Dept 210 ATTORN				840.00	
Dept 215 CLERK					
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT JULY	85.60	74630
Total For Dept 215 CLERK				85.60	
Dept 265 CITY HALL					
101-265-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	29.10	74650
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 8/2 - 8	360.00	74645
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	PHONE & COMPUTER SERVICES	3,162.51	74632
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	3,852.42	74631
Total For Dept 265 CITY H				7,404.03	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	67.44	74602
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM CEMETER	150.00	74624
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	58.64	74631
101-276-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	14.99	74602
Total For Dept 276 CEMETE				291.07	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCAN JULY 2020	173.00	74647
101-301-660.000	POLICE FINES	KENT COUNTY CIRCUIT COURT	REFUND OUIL #19-06951 FH	225.00	74620
101-301-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	79.45	74650
101-301-743.000	AMMUNITION	DAVIS & STANTON PROMOTION	UNIFORM POLICE BARS	45.00	74610
101-301-744.000	UNIFORMS	CURTIS CLEANERS	DRY CLEANING - LPD	260.05	74609
101-301-744.000	UNIFORMS	CURTIS CLEANERS	DRY CLEANING LPD	240.75	74609
101-301-744.000	UNIFORMS	HOOPER PRINTING	LPD - BADGE - BUTTS	25.00	74618
101-301-744.000	UNIFORMS	HOOPER PRINTING	LPD ID BADGE - HURST	25.00	74618
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY CO	POLICE UNIFORM	170.00	74641
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY CO	LPD UNIFORMS	532.00	74641
101-301-802.000	CONTRACTUAL	CORE TECHNOLOGY CORP	LPD - ANNUAL CORE TECH MA	1,005.00	74608
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	PHONE & COMPUTER SERVICES	1,117.30	74632
101-301-931.000	R & M POLICE CARS	HAROLD ZEIGLER FORD, INC.	2015 EXPLORER LPD	900.73	74617
101-301-931.000	R & M POLICE CARS	HAROLD ZEIGLER FORD, INC.	2014 EXPLORER #836 LPD	26.71	74617
101-301-931.000	R & M POLICE CARS	NAPA AUTO PARTS	ACCOUNT STATEMENT	4.66	74640
101-301-955.000	MISCELLANEOUS EXPENSE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	3.99	74602
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	MERCANTILE VISA STATEMENT	70.18	74650
101-301-984.000	EQUIPMENT	VANSOLKEMA, SCOT	REIMBURSEMENT FOR FLASHLI	267.45	74593
101-301-984.000	EQUIPMENT	LAUREN, GORDY	AIRPOD REIMBURSEMENT	150.00	74594
Total For Dept 301 POLICE				5,321.27	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	884.00	74651
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	156.00	74651

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Fund 101 GENERAL FUND					
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	60.00	74651
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	75.00	74651
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	240.00	74651
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	371.00	74651
Total For Dept 400 PLANNI				1,786.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-727.000	OFFICE SUPPLIES	LOWELL AREA SCHOOLS	CARTONS OF COPY PAPER	29.20	74629
101-441-740.000	OPERATING SUPPLIES	GODWIN ADA VILLAGE HARDWA	EDGER BLADE & GLOVES	23.73	74614
101-441-802.000	CONTRACTUAL	MANSZEWSKI LANDSCAPING LL	MOWING PAYMENT 2 OF 4	1,020.00	74595
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	50.34	74606
101-441-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	PHONE & COMPUTER SERVICES	583.18	74632
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	451.90	74631
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	969.35	74631
Total For Dept 441 DEPART				3,127.70	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	173.26	74631
Total For Dept 747 CHAMBE				173.26	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	92.73	74602
101-751-740.000	OPERATING SUPPLIES	GODWIN ADA VILLAGE HARDWA	EDGER BLADE & GLOVES	23.73	74614
101-751-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	13.00	74650
101-751-802.000	CONTRACTUAL	MANSZEWSKI LANDSCAPING LL	MOWING PAYMENT 2 OF 4	8,130.00	74595
101-751-802.000	CONTRACTUAL	PREIN & NEWHOF, INC.	STONEY LAKE SAMPLES	775.00	74642
101-751-802.000	CONTRACTUAL	TRUGREEN	REC PARK LAWN CARE	133.02	74649
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	716.46	74631
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	376.10	74602
Total For Dept 751 PARKS				10,260.04	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	125.41	74631
Total For Dept 757 SHOWBO				125.41	
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	MODEL COVERALL SERVICE, I	LIBRARY RUGS	127.96	74638
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 8/2 - 8	270.00	74645
101-790-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	PHONE & COMPUTER SERVICES	112.96	74632
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,225.10	74631
Total For Dept 790 LIBRAR				1,736.02	
Dept 803 HISTORICAL DISTRICT COMMISSION					
101-803-955.000	MISCELLANEOUS EXPENSE	MICHIGAN HISTORIC PRESERV	HDC COMMISSION FES 2020	150.00	74635
Total For Dept 803 HISTOR				150.00	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	376.51	74631
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	1,326.34	74628
Total For Dept 804 MUSEUM				1,702.85	
Total For Fund 101 GENERA				39,758.20	
Fund 202 MAJOR STREET FUND					
Dept 450 CAPITAL OUTLAY					
202-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	ROAD CONSTRUCTION ENGINEE	9,330.48	74651
Total For Dept 450 CAPITA				9,330.48	
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	13.00	74650
Total For Dept 463 MAINTEN				13.00	
Dept 474 TRAFFIC					
202-474-920.000	PUBLIC UTILITIES	KENT COUNTY ROAD COMMISSI	SIGNAL ELECTRIC	43.75	74621

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Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC					
		Total For Dept 474 TRAFFI		43.75	
		Total For Fund 202 MAJOR		9,387.23	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-970.000	CAPITAL OUTLAY	WILLIAMS & WORKS INC.	ROAD CONSTRUCTION ENGINEE	5,024.10	74651
		Total For Dept 450 CAPITA		5,024.10	
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	13.00	74650
		Total For Dept 463 MAINT		13.00	
		Total For Fund 203 LOCAL		5,037.10	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS	196.00	74648
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS	210.00	74648
248-463-740.000	OPERATING SUPPLIES	WILLIAMS & WORKS INC.	RIVERWALK DNR	1,308.25	74651
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	472.21	74631
		Total For Dept 463 MAINT		2,186.46	
		Total For Fund 248 DOWNT		2,186.46	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL		PROFESSIONAL CODE INSPECT INSPECTIONS/PERMITS JULY	8,756.10	74643
		Total For Dept 371 BUILDI		8,756.10	
		Total For Fund 249 BUILDI		8,756.10	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	SHOWBOAT GRANT	43,260.52	74639
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	SHOWBOAT GRANT	20,697.36	74639
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	SHOWBOAT GRANT	28,003.19	74639
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	SHOWBOAT GRANT	57,632.40	74639
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	SHOWBOAT GRANT	32,768.10	74639
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	SHOWBOAT GRANT	3,838.32	74639
		Total For Dept 751 PARKS		186,199.89	
		Total For Fund 260 DESIGN		186,199.89	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	ARROW ENERGY, INC.	AVGAS FOR AIRPORT	3,183.47	74591
581-000-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	250.81	74602
581-000-740.000	OPERATING SUPPLIES	BOURGETTE, BOB	AIRPORT RUNWAY LITES/MOWE	30.02	74604
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	26.47	74607
581-000-930.000	REPAIR & MAINTENANCE	BOURGETTE, BOB	AIRPORT RUNWAY LITES/MOWE	120.30	74604
		Total For Dept 000		3,611.07	
		Total For Fund 581 AIRPOR		3,611.07	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	6,310.26	74631
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	PHONE & COMPUTER SERVICES	536.91	74632
590-000-276.000	Sewer Inside 5/8"	ANDERSON, JILL	UB refund for account: 6-	5.10	74600
590-000-276.000	Sewer	MENDEZ, WILLIAM	UB refund for account: 6-	92.02	74634
		Total For Dept 000		6,944.29	
Dept 550 TREATMENT					
590-550-930.000	REPAIR & MAINTENANCE	LAKESIDE EQUIPMENT CORP	WTP R & M	5,128.00	74626
		Total For Dept 550 TREATM		5,128.00	

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Fund 590 WASTEWATER FUND					
Dept 551 COLLECTION					
590-551-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WATER/SEWER DEPT	30.96	74599
590-551-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WATER/SEWER DEPT	4.76	74599
590-551-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	ELECTRICAL TAPE	26.97	74599
590-551-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WATER SEWER DEPT	14.99	74599
Total For Dept 551 COLLEC				77.68	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	LOWELL TWP W/S FEASABILI	330.00	74651
Total For Dept 553 ADMINI				330.00	
Total For Fund 590 WASTEWA				12,479.97	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water Inside 5/8"	ANDERSON, JILL	UB refund for account: 6-	5.05	74600
591-000-276.000	Water Inside 5/8"	MENDEZ, WILLIAM	UB refund for account: 6-	69.71	74634
Total For Dept 000				74.76	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	13.00	74650
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	1,189.00	74596
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	1,852.61	74596
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	140.00	74596
591-570-802.000	CONTRACTUAL	TRUGREEN	WTP LAWN CARE	359.66	74649
591-570-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	PHONE & COMPUTER SERVICES	242.33	74632
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	5,873.38	74631
Total For Dept 570 TREATM				9,669.98	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WATER/SEWER DEPT	30.96	74599
591-571-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WATER/SEWER DEPT	4.76	74599
591-571-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	62.49	74602
591-571-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	652.97	74650
591-571-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	ELECTRICAL TAPE	26.97	74599
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION JULY 202	937.00	74619
591-571-802.000	CONTRACTUAL	MANSZEWSKI LANDSCAPING LL	MOWING PAYMENT 2 OF 4	780.00	74595
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	2,493.64	74631
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WATER SEWER DEPT	14.99	74599
591-571-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	WORK AT 320 N MONROE	9,137.80	74627
591-571-930.000	REPAIR & MAINTENANCE	ROSS VALVE MANUFACTURING	NW PUMP STATION ALTITUDE	35.41	74644
591-571-930.000	REPAIR & MAINTENANCE	VISA	MERCANTILE VISA STATEMENT	317.97	74650
591-571-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	METER READER FOR WATER TR	7,586.21	74613
591-571-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	METER FOR 750 FOREMAN	3,396.14	74613
591-571-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	METER PARTS 750 FOREMAN	232.84	74613
Total For Dept 571 DISTRI				25,710.15	
Dept 573 ADMINISTRATION					
591-573-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	LOWELL TWP W/S FEASABILI	330.00	74651
Total For Dept 573 ADMINI				330.00	
Total For Fund 591 WATER				35,784.89	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	ALLIED UNIVERSALTECH SERV	COMPUTER SERVER WORK	125.00	74598
636-000-740.000	OPERATING SUPPLIES	VISA	MERCANTILE VISA STATEMENT	15.89	74650
636-000-740.000	OPERATING SUPPLIES	LOWELL AREA SCHOOLS	CARTONS OF COPY PAPER	554.80	74629
636-000-801.000	PROFESSIONAL SERVICES	KORE/HI COM, INC.	COMPUTER SYSTEM SERVICES	2,741.95	74625
636-000-801.000	PROFESSIONAL SERVICES	KORE/HI COM, INC.	COMPUTER SYSTEM SERVICES	906.25	74625
636-000-802.000	CONTRACTUAL	APEX SOFTWARE	SKETCHING SOFTWARE - ASSE	470.00	74601
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	DPW COPY MACHINE	30.35	74611
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	LPD COPY MACHINE	146.45	74611

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Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-802.000	CONTRACTUAL	KORE/HI COM, INC.	COMPUTER SYSTEM SERVICES	218.75	74625
		Total For Dept 000		5,209.44	
		Total For Fund 636 DATA P		5,209.44	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-727.000	OFFICE SUPPLIES	MITCHELL 1	DPW AUTO REPAIR SOFTWARE	2,568.00	74636
661-895-930.000	REPAIR & MAINTENANCE	BETTEN BAKER	2013 GMC TRUCK R & M #6	161.18	74603
661-895-930.000	REPAIR & MAINTENANCE	GTW	CYLINDER RENTA JULY 2020	34.96	74616
661-895-930.000	REPAIR & MAINTENANCE	WOLF KUBOTA	CONTROL THROTTLE #54	31.23	74652
		Total For Dept 895 FLEET		2,795.37	
		Total For Fund 661 EQUIPM		2,795.37	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	8,049.55	74622
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	66,894.75	74629
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	46,933.48	74622
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	43,565.53	74623
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	8,669.22	74615
		Total For Dept 000		174,112.53	
		Total For Fund 703 CURREN		174,112.53	

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Fund Totals:

Fund 101	GENERAL FUND	39,758.20
Fund 202	MAJOR STREET FUN	9,387.23
Fund 203	LOCAL STREET FUN	5,037.10
Fund 248	DOWNTOWN DEVELOP	2,186.46
Fund 249	BUILDING INSPECT	8,756.10
Fund 260	DESIGNATED CONTR	186,199.89
Fund 581	AIRPORT FUND	3,611.07
Fund 590	WASTEWATER FUND	12,479.97
Fund 591	WATER FUND	35,784.89
Fund 636	DATA PROCESSING	5,209.44
Fund 661	EQUIPMENT FUND	2,795.37
Fund 703	CURRENT TAX COLL	174,112.53

485,318.25

Mike's Forecasted Future Pension contributions current pension plan remaining at 2.5% multiplier

FISCAL YEAR	Total contribution	% + or -	GF	EQUIP	MAJOR	LOCAL	SEWER	WATER	DDA
2019	\$ 316,395.05		\$ 209,937.24	\$ 6,439.07	\$ 3,344.21	\$ 8,686.23	\$ 21,561.72	\$ 57,222.32	\$ 9,204.26
2020	\$ 359,354.49		\$ 225,526.00	\$ 6,463.30	\$ 5,946.56	\$ 11,245.40	\$ 15,188.40	\$ 80,788.80	\$ 14,196.03
2021	\$ 369,474		\$ 231,881.88	\$ 6,650.53	\$ 6,096.32	\$ 11,564.54	\$ 15,628.75	\$ 83,057.76	\$ 14,520.33
2022	\$ 444,490		\$ 278,961.92	\$ 8,000.82	\$ 7,334.09	\$ 13,912.54	\$ 18,801.93	\$ 99,921.35	\$ 17,468.46
2023	\$ 455,800		\$ 286,060.08	\$ 8,204.40	\$ 7,520.70	\$ 14,266.54	\$ 19,280.34	\$ 102,463.84	\$ 17,912.94
2024	\$ 472,889		\$ 296,785.14	\$ 8,512.00	\$ 7,802.67	\$ 14,801.43	\$ 20,003.20	\$ 106,305.45	\$ 18,584.54
2025	\$ 490,789		\$ 308,019.18	\$ 8,834.20	\$ 8,098.02	\$ 15,361.70	\$ 20,760.37	\$ 110,329.37	\$ 19,288.01
2026	\$ 509,526		\$ 319,778.52	\$ 9,171.47	\$ 8,407.18	\$ 15,948.16	\$ 21,552.95	\$ 114,541.44	\$ 20,024.37
2027	\$ 561,643		\$ 352,487.15	\$ 10,109.57	\$ 9,267.11	\$ 17,579.43	\$ 23,757.50	\$ 126,257.35	\$ 22,072.57
2028	\$ 582,521		\$ 365,590.18	\$ 10,485.38	\$ 9,611.60	\$ 18,232.91	\$ 24,640.64	\$ 130,950.72	\$ 22,893.08
2029	\$ 604,165		\$ 379,173.95	\$ 10,874.97	\$ 9,968.72	\$ 18,910.36	\$ 25,556.18	\$ 135,816.29	\$ 23,743.68
2030	\$ 626,432		\$ 393,148.72	\$ 11,275.78	\$ 10,336.13	\$ 19,607.32	\$ 26,498.07	\$ 140,821.91	\$ 24,618.78
2031	\$ 649,526		\$ 407,642.52	\$ 11,691.47	\$ 10,717.18	\$ 20,330.16	\$ 27,474.95	\$ 146,013.44	\$ 25,526.37
2032	\$ 673,688		\$ 422,806.59	\$ 12,126.38	\$ 11,115.85	\$ 21,086.43	\$ 28,497.00	\$ 151,445.06	\$ 26,475.94
2033	\$ 698,727		\$ 438,521.07	\$ 12,577.09	\$ 11,529.00	\$ 21,870.16	\$ 29,556.15	\$ 157,073.83	\$ 27,459.97
2034	\$ 724,715		\$ 454,831.13	\$ 13,044.87	\$ 11,957.80	\$ 22,683.58	\$ 30,655.44	\$ 162,915.93	\$ 28,481.30
2035	\$ 751,425		\$ 471,594.33	\$ 13,525.65	\$ 12,398.51	\$ 23,519.60	\$ 31,785.28	\$ 168,920.34	\$ 29,531.00
2036	\$ 778,882		\$ 488,826.34	\$ 14,019.88	\$ 12,851.55	\$ 24,379.01	\$ 32,946.71	\$ 175,092.67	\$ 30,610.06
2037	\$ 807,339		\$ 506,685.96	\$ 14,532.10	\$ 13,321.09	\$ 25,269.71	\$ 34,150.44	\$ 181,489.81	\$ 31,728.42
2038	\$ 836,844		\$ 525,203.29	\$ 15,063.19	\$ 13,807.93	\$ 26,193.22	\$ 35,398.50	\$ 188,122.53	\$ 32,887.97
2039	\$ 867,687		\$ 544,560.36	\$ 15,618.37	\$ 14,316.84	\$ 27,158.60	\$ 36,703.16	\$ 195,056.04	\$ 34,100.10
2040	\$ 268,272		\$ 168,367.51	\$ 4,828.90	\$ 4,426.49	\$ 8,396.91	\$ 11,347.91	\$ 60,307.55	\$ 10,543.09
2041	\$ 324,371		\$ 203,575.24	\$ 5,838.68	\$ 5,352.12	\$ 10,152.81	\$ 13,720.89	\$ 72,918.60	\$ 12,747.78
2042	\$ 288,509		\$ 181,068.25	\$ 5,193.16	\$ 4,760.40	\$ 9,030.33	\$ 12,203.93	\$ 64,856.82	\$ 11,338.40
2043	\$ 299,055		\$ 187,686.92	\$ 5,382.99	\$ 4,934.41	\$ 9,360.42	\$ 12,650.03	\$ 67,227.56	\$ 11,752.86

General Fund is approximately 62.76% of annual contribution

Equipment Fund is approximately 1.8%

Major Street is approximately 1.65%

Local Street is approxiamtely 3.13%

Sewer is approximately 4.23%

Water is approximately 22.48%

DDA is approximately 3.93%

***NOTE* Overtime calculated into the annual payment**

***Estimate from 7.75% discount rate to 7.25% discount rate in FY 22**

***Estimate from 7.25% to 7.00% in FY27**

Assumptions do not account for lower rates or return which would increase contribution

Close plan to defined contribution and remain at 2.5% multiplier

FISCAL YEAR	2.5% Multiplier	DC Contribution	Gap Funding	Total contribution	GF	EQUIP	MAJOR	LOCAL	SEWER	WATER	DDA
2019	316395.05	\$ -	\$ -	\$ 316,395.05	\$ 209,937.24	\$ 6,439.07	\$ 3,344.21	\$ 8,686.23	\$ 21,561.72	\$ 57,222.32	\$ 9,204.26
2020	359354.49	\$ -	\$ -	\$ 359,354.49	\$ 225,526.00	\$ 6,463.30	\$ 5,946.56	\$ 11,245.40	\$ 15,188.40	\$ 80,788.80	\$ 14,196.03
2021	\$ 369,474	\$ 39,351.00	\$ 17,497.00	\$ 426,322	\$ 267,559.69	\$ 7,673.80	\$ 7,034.31	\$ 13,343.88	\$ 18,033.42	\$ 95,837.19	\$ 16,754.45
2022	\$ 444,490	\$ 50,205.00	\$ 16,559.00	\$ 511,254	\$ 320,863.01	\$ 9,202.57	\$ 8,435.69	\$ 16,002.25	\$ 21,626.04	\$ 114,929.90	\$ 20,092.28
2023	\$ 455,800	\$ 60,265.00	\$ 15,790.00	\$ 531,855	\$ 333,792.20	\$ 9,573.39	\$ 8,775.61	\$ 16,647.06	\$ 22,497.47	\$ 119,561.00	\$ 20,901.90
2024	\$ 472,889	\$ 69,781.00	\$ 15,148.00	\$ 557,818	\$ 350,086.58	\$ 10,040.72	\$ 9,204.00	\$ 17,459.70	\$ 23,595.70	\$ 125,397.49	\$ 21,922.25
2025	\$ 490,789	\$ 79,427.00	\$ 14,522.00	\$ 584,738	\$ 366,981.57	\$ 10,525.28	\$ 9,648.18	\$ 18,302.30	\$ 24,734.42	\$ 131,449.10	\$ 22,980.20
2026	\$ 509,526	\$ 89,985.00	\$ 13,778.00	\$ 613,289	\$ 384,900.18	\$ 11,039.20	\$ 10,119.27	\$ 19,195.95	\$ 25,942.12	\$ 137,867.37	\$ 24,102.26
2027	\$ 561,643	\$ 101,534.00	\$ 12,905.00	\$ 676,082	\$ 424,309.06	\$ 12,169.48	\$ 11,155.35	\$ 21,161.37	\$ 28,598.27	\$ 151,983.23	\$ 26,570.02
2028	\$ 582,521	\$ 112,929.00	\$ 12,099.00	\$ 707,549	\$ 444,057.75	\$ 12,735.88	\$ 11,674.56	\$ 22,146.28	\$ 29,929.32	\$ 159,057.02	\$ 27,806.68
2029	\$ 604,165	\$ 124,128.00	\$ 11,368.00	\$ 739,661	\$ 464,211.24	\$ 13,313.90	\$ 12,204.41	\$ 23,151.39	\$ 31,287.66	\$ 166,275.79	\$ 29,068.68
2030	\$ 626,432	\$ 135,525.00	\$ 10,649.00	\$ 772,606	\$ 484,887.53	\$ 13,906.91	\$ 12,748.00	\$ 24,182.57	\$ 32,681.23	\$ 173,681.83	\$ 30,363.42
2031	\$ 649,526	\$ 146,658.00	\$ 10,019.00	\$ 806,203	\$ 505,973.00	\$ 14,511.65	\$ 13,302.35	\$ 25,234.15	\$ 34,102.39	\$ 181,234.43	\$ 31,683.78
2032	\$ 673,688	\$ 158,294.00	\$ 9,352.00	\$ 841,334	\$ 528,021.22	\$ 15,144.01	\$ 13,882.01	\$ 26,333.75	\$ 35,588.43	\$ 189,131.88	\$ 33,064.43
2033	\$ 698,727	\$ 171,884.00	\$ 8,401.00	\$ 879,012	\$ 551,667.93	\$ 15,822.22	\$ 14,503.70	\$ 27,513.08	\$ 37,182.21	\$ 197,601.90	\$ 34,545.17
2034	\$ 724,715	\$ 186,606.00	\$ 6,348.00	\$ 917,669	\$ 575,929.06	\$ 16,518.04	\$ 15,141.54	\$ 28,723.04	\$ 38,817.40	\$ 206,291.99	\$ 36,064.39
2035	\$ 751,425	\$ 200,870.00	\$ 5,564.00	\$ 957,859	\$ 601,152.31	\$ 17,241.46	\$ 15,804.67	\$ 29,980.99	\$ 40,517.44	\$ 215,326.70	\$ 37,643.86
2036	\$ 778,882	\$ 214,418.00	\$ 4,917.00	\$ 998,217	\$ 626,480.99	\$ 17,967.91	\$ 16,470.58	\$ 31,244.19	\$ 42,224.58	\$ 224,399.18	\$ 39,229.93
2037	\$ 807,339	\$ 227,492.00	\$ -	\$ 1,034,831	\$ 649,459.94	\$ 18,626.96	\$ 17,074.71	\$ 32,390.21	\$ 43,773.35	\$ 232,630.01	\$ 40,668.86
2038	\$ 836,844	\$ 240,227.00	\$ -	\$ 1,077,071	\$ 675,969.76	\$ 19,387.28	\$ 17,771.67	\$ 33,712.32	\$ 45,560.10	\$ 242,125.56	\$ 42,328.89
2039	\$ 867,687	\$ 252,834.00	\$ -	\$ 1,120,521	\$ 703,238.98	\$ 20,169.38	\$ 18,488.60	\$ 35,072.31	\$ 47,398.04	\$ 251,893.12	\$ 44,036.48
2040	\$ 268,272	\$ 265,425.00	\$ -	\$ 533,697	\$ 334,948.24	\$ 9,606.55	\$ 8,806.00	\$ 16,704.72	\$ 22,575.38	\$ 119,975.09	\$ 20,974.29
2041	\$ 324,371	\$ 278,177.00	\$ -	\$ 602,548	\$ 378,159.12	\$ 10,845.86	\$ 9,942.04	\$ 18,859.75	\$ 25,487.78	\$ 135,452.79	\$ 23,680.14
2042	\$ 288,509	\$ 291,569.00	\$ -	\$ 580,078	\$ 364,056.95	\$ 10,441.40	\$ 9,571.29	\$ 18,156.44	\$ 24,537.30	\$ 130,401.53	\$ 22,797.07
2043	\$ 299,055	\$ 305,796.00	\$ -	\$ 604,851	\$ 379,604.49	\$ 10,887.32	\$ 9,980.04	\$ 18,931.84	\$ 25,585.20	\$ 135,970.50	\$ 23,770.64

- General Fund is approximately 62.76% of annual contribution
- Equipment Fund is approximately 1.8%
- Major Street is approximately 1.65%
- Local Street is approxiamtely 3.13%
- Sewer is approximately 4.23%
- Water is approximately 22.48%
- DDA is approximately 3.93%

***NOTE* Overtime calculated into the annual payment**

***Estimate from 7.75% discount rate to 7.25% discount rate in FY 22**

***Estimate from 7.25% to 7.00% in FY27**

Assumptions do not account for lower rates or return which would increase contribution

DC Contribution and gap funding are taken from previous ballpark scenarios looked at and are not actuarially correct but just projections

Closed Defined Benefit Plan and a 2.0% multiplier going forward

FISCAL YEAR	2.0% Multiplier	DC Contribution	Gap Funding	Total contribution	GF	EQUIP	MAJOR	LOCAL	SEWER	WATER	DDA
2019	\$ 316,395.05	\$ -	\$ -	\$ 316,395.05	\$ 209,937.24	\$ 6,439.07	\$ 3,344.21	\$ 8,686.23	\$ 21,561.72	\$ 57,222.32	\$ 9,204.26
2020	\$ 359,354.49	\$ -	\$ -	\$ 359,354.49	\$ 225,526.00	\$ 6,463.30	\$ 5,946.56	\$ 11,245.40	\$ 15,188.40	\$ 80,788.80	\$ 14,196.03
2021	\$ 352,000	\$ 39,351.00	\$ 17,497.00	\$ 408,848	\$ 256,593.00	\$ 7,359.26	\$ 6,745.99	\$ 12,796.94	\$ 17,294.27	\$ 91,909.03	\$ 16,067.73
2022	\$ 388,000	\$ 50,205.00	\$ 16,559.00	\$ 454,764	\$ 285,409.89	\$ 8,185.75	\$ 7,503.61	\$ 14,234.11	\$ 19,236.52	\$ 102,230.95	\$ 17,872.23
2023	\$ 409,000	\$ 60,265.00	\$ 15,790.00	\$ 485,055	\$ 304,420.52	\$ 8,730.99	\$ 8,003.41	\$ 15,182.22	\$ 20,517.83	\$ 109,040.36	\$ 19,062.66
2024	\$ 434,000	\$ 69,781.00	\$ 15,148.00	\$ 518,929	\$ 325,679.84	\$ 9,340.72	\$ 8,562.33	\$ 16,242.48	\$ 21,950.70	\$ 116,655.24	\$ 20,393.91
2025	\$ 466,000	\$ 79,427.00	\$ 14,522.00	\$ 559,949	\$ 351,423.99	\$ 10,079.08	\$ 9,239.16	\$ 17,526.40	\$ 23,685.84	\$ 125,876.54	\$ 22,006.00
2026	\$ 488,000	\$ 89,985.00	\$ 13,778.00	\$ 591,763	\$ 371,390.46	\$ 10,651.73	\$ 9,764.09	\$ 18,522.18	\$ 25,031.57	\$ 133,028.32	\$ 23,256.29
2027	\$ 509,000	\$ 101,534.00	\$ 12,905.00	\$ 623,439	\$ 391,270.32	\$ 11,221.90	\$ 10,286.74	\$ 19,513.64	\$ 26,371.47	\$ 140,149.09	\$ 24,501.15
2028	\$ 529,000	\$ 112,929.00	\$ 12,099.00	\$ 654,028	\$ 410,467.97	\$ 11,772.50	\$ 10,791.46	\$ 20,471.08	\$ 27,665.38	\$ 147,025.49	\$ 25,703.30
2029	\$ 549,000	\$ 124,128.00	\$ 11,368.00	\$ 684,496	\$ 429,589.69	\$ 12,320.93	\$ 11,294.18	\$ 21,424.72	\$ 28,954.18	\$ 153,874.70	\$ 26,900.69
2030	\$ 569,000	\$ 135,525.00	\$ 10,649.00	\$ 715,174	\$ 448,843.20	\$ 12,873.13	\$ 11,800.37	\$ 22,384.95	\$ 30,251.86	\$ 160,771.12	\$ 28,106.34
2031	\$ 589,000	\$ 146,658.00	\$ 10,019.00	\$ 745,677	\$ 467,986.89	\$ 13,422.19	\$ 12,303.67	\$ 23,339.69	\$ 31,542.14	\$ 167,628.19	\$ 29,305.11
2032	\$ 609,000	\$ 158,294.00	\$ 9,352.00	\$ 776,646	\$ 487,423.03	\$ 13,979.63	\$ 12,814.66	\$ 24,309.02	\$ 32,852.13	\$ 174,590.02	\$ 30,522.19
2033	\$ 629,000	\$ 171,884.00	\$ 8,401.00	\$ 809,285	\$ 507,907.27	\$ 14,567.13	\$ 13,353.20	\$ 25,330.62	\$ 34,232.76	\$ 181,927.27	\$ 31,804.90
2034	\$ 649,000	\$ 186,606.00	\$ 6,348.00	\$ 841,954	\$ 528,410.33	\$ 15,155.17	\$ 13,892.24	\$ 26,353.16	\$ 35,614.65	\$ 189,271.26	\$ 33,088.79
2035	\$ 669,000	\$ 200,870.00	\$ 5,564.00	\$ 875,434	\$ 549,422.38	\$ 15,757.81	\$ 14,444.66	\$ 27,401.08	\$ 37,030.86	\$ 196,797.56	\$ 34,404.56
2036	\$ 689,000	\$ 214,418.00	\$ 4,917.00	\$ 908,335	\$ 570,071.05	\$ 16,350.03	\$ 14,987.53	\$ 28,430.89	\$ 38,422.57	\$ 204,193.71	\$ 35,697.57
2037	\$ 709,000	\$ 227,492.00	\$ -	\$ 936,492	\$ 587,742.38	\$ 16,856.86	\$ 15,452.12	\$ 29,312.20	\$ 39,613.61	\$ 210,523.40	\$ 36,804.14
2038	\$ 729,000	\$ 240,227.00	\$ -	\$ 969,227	\$ 608,286.87	\$ 17,446.09	\$ 15,992.25	\$ 30,336.81	\$ 40,998.30	\$ 217,882.23	\$ 38,090.62
2039	\$ 749,000	\$ 252,834.00	\$ -	\$ 1,001,834	\$ 628,751.02	\$ 18,033.01	\$ 16,530.26	\$ 31,357.40	\$ 42,377.58	\$ 225,212.28	\$ 39,372.08
2040	\$ 268,272	\$ 265,425.00	\$ -	\$ 533,697	\$ 334,948.24	\$ 9,606.55	\$ 8,806.00	\$ 16,704.72	\$ 22,575.38	\$ 119,975.09	\$ 20,974.29
2041	\$ 324,371	\$ 278,177.00	\$ -	\$ 602,548	\$ 378,159.12	\$ 10,845.86	\$ 9,942.04	\$ 18,859.75	\$ 25,487.78	\$ 135,452.79	\$ 23,680.14
2042	\$ 288,509	\$ 291,569.00	\$ -	\$ 580,078	\$ 364,056.95	\$ 10,441.40	\$ 9,571.29	\$ 18,156.44	\$ 24,537.30	\$ 130,401.53	\$ 22,797.07
2043	\$ 299,055	\$ 305,796.00	\$ -	\$ 604,851	\$ 379,604.49	\$ 10,887.32	\$ 9,980.04	\$ 18,931.84	\$ 25,585.20	\$ 135,970.50	\$ 23,770.64

- General Fund is approximately 62.76% of annual contribution
- Equipment Fund is approximately 1.8%
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- Local Street is approxiamtely 3.13%
- Sewer is approximately 4.23%
- Water is approximately 22.48%
- DDA is approximately 3.93%

*NOTE only FY 2021-2026 is actuarially correct remaining years is an extrapolation
Only looks at current assumption of a 7.35% rate of return



Municipal Employees' Retirement System of Michigan

Annual Actuarial Valuation Report
December 31, 2019 - Lowell, City of (4104)





Spring, 2020

Lowell, City of

In care of:

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

This report presents the results of the Annual Actuarial Valuation, prepared for Lowell, City of (4104) as of December 31, 2019. The report includes the determination of liabilities and contribution rates resulting from the participation in the Municipal Employees' Retirement System of Michigan ("MERS"). This report contains the minimum actuarially determined contribution requirement, in alignment with the MERS Plan Document, Actuarial Policy, and the Michigan Constitution and governing statutes. Lowell, City of is responsible for the employer contributions needed to provide MERS benefits for its employees and former employees.

The purposes of this valuation are to:

- Measure funding progress as of December 31, 2019,
- Establish contribution requirements for the fiscal year beginning July 1, 2021,
- Provide information regarding the identification and assessment of risk,
- Provide actuarial information in connection with applicable Governmental Accounting Standards Board (GASB) statements, and
- Provide information to assist the local unit of government with state reporting requirements.

This valuation assumed the continuing ability of the plan sponsor to make the contributions necessary to fund this plan. A determination regarding whether or not the plan sponsor is actually able to do so is outside our scope of expertise and was not performed.

The findings in this report are based on data and other information through December 31, 2019. The valuation was based upon information furnished by MERS concerning Retirement System benefits, financial transactions, plan provisions and active members, terminated members, retirees and beneficiaries. We checked for internal reasonability and year-to-year consistency, but did not audit the data. We are not responsible for the accuracy or completeness of the information provided by MERS.

The Municipal Employees' Retirement Act, PA 427 of 1984 and the MERS' Plan Document Article VI sec. 71 (1)(d), provides the MERS Board with the authority to set actuarial assumptions and methods after consultation with the actuary. As the fiduciary of the plan, MERS Retirement Board sets certain assumptions for funding and GASB purposes. These assumptions are checked regularly through a comprehensive study, called an Experience Study. A study was completed in 2015, as prepared by the prior actuary, and is the basis of the demographic assumptions and methods currently in place. At the February 28, 2019 board meeting, the MERS Retirement Board adopted new economic assumptions effective with the December 31, 2019 annual actuarial valuation, which will impact contributions beginning in 2021. **At the February 27, 2020 board meeting, the MERS Retirement Board adopted demographic assumptions effective with the December 31, 2020 annual actuarial valuation, which will impact contributions beginning in 2022.** An illustration of the potential impact is found in this report.

The Michigan Department of Treasury provides required assumptions to be used for purposes of Public Act 202 reporting. These assumptions are for reporting purposes only and do not impact required contributions. Please refer to the State Reporting page found at the end of this report for information for this filing.

For a full list of all the assumptions used, please refer to the division-specific assumptions described in table(s) in this report, and to the Appendix on the MERS website at:

<http://www.mersofmich.com/Portals/0/Assets/Resources/AAV-Appendix/MERS-2019AnnualActuarialValuation-Appendix.pdf>

The actuarial assumptions used for this valuation are reasonable for purposes of the measurement.

This report does not reflect the recent and still developing impact of COVID-19, which is likely to influence demographic and economic experience, at least in the short-term. We will continue to monitor these developments and their impact on the MERS Defined Benefit and Hybrid plans. Actual experience will be reflected in each subsequent annual valuation, as experience emerges.

This report has been prepared by actuaries who have substantial experience valuing public employee retirement systems. To the best of our knowledge the information contained in this report is accurate and fairly presents the actuarial position of Lowell, City of as of the valuation date. All calculations have been made in conformity with generally accepted actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board, and with applicable statutes.

David T. Kausch, Rebecca L. Stouffer, and Mark Buis are members of the American Academy of Actuaries. These actuaries meet the Academy's Qualification Standards to render the actuarial opinions contained herein. The signing actuaries are independent of the plan sponsor. GRS maintains independent consulting agreements with certain local units of government for services unrelated to the actuarial consulting services provided in this report.

The Retirement Board of the Municipal Employees' Retirement System of Michigan confirms that the System provides for payment of the required employer contribution as described in Section 20m of Act No. 314 of 1965 (MCL 38.1140m).



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

This report was prepared at the request of the MERS Retirement Board and may be provided only in its entirety by the municipality to other interested parties (MERS customarily provides the full report on request to associated third parties such as the auditor for the municipality). GRS is not responsible for the consequences of any unauthorized use. This report should not be relied on for any purpose other than the purposes described herein. Determinations of financial results, associated with the benefits described in this report, for purposes other than those identified above may be significantly different.

If you have reason to believe that the plan provisions are incorrectly described, that important plan provisions relevant to this valuation are not described, that conditions have changed since the calculations were made, that the information provided in this report is inaccurate or is in anyway incomplete, or if you need further information in order to make an informed decision on the subject matter in this report, please contact your Regional Manager at 1.800.767.MERS (6377).

Sincerely,



David T. Kausch, FSA, FCA, EA, MAAA



Rebecca L. Stouffer, ASA, FCA, MAAA



Mark Buis, FSA, FCA, EA, MAAA



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Executive Summary

Funded Ratio

The funded ratio of a plan is the percentage of the dollar value of the actuarial accrued liability that is covered by the actuarial value of assets. While funding ratio may be a useful plan measurement, understanding a plan's funding trend may be more important than a particular point in time. Refer to Table 7 to find a history of this information.

	12/31/2019	12/31/2018
Funded Ratio*	60%	63%

* Reflects assets from Surplus divisions, if any.

Throughout this report are references to valuation results generated prior to the 2018 valuation date. Results prior to 2018 were received directly from the prior actuary or extracted from the previous valuation system by MERS's technology service provider.

Required Employer Contributions:

Your required employer contributions are shown in the following table. Employee contributions, if any, are in addition to the employer contributions. Changes to the actuarial assumptions and methods based on the 2015 Experience Study are fully phased-in with this valuation.

Effective this valuation, the MERS Retirement Board has adopted a reduction in the investment rate of return assumption from 7.75% to 7.35% and a reduction in the rate of wage inflation from 3.75% to 3.00%. Changes to these assumptions are effective for contributions beginning in 2021 and may be phased-in. This valuation reflects the first year of phase-in.

By default, MERS will invoice you based on the amount in the "No Phase-in" columns. This amount will be considered the minimum required contribution unless you request to be billed the "Phase-in" rates. If you wish to be billed using the phased-in rates, please contact MERS, at which point the alternate minimum required contribution will be the amount in the "Phase-in" columns. Please note that this approach is different than in years past.

	Percentage of Payroll				Monthly \$ Based on Projected Payroll			
	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in
Valuation Date:	12/31/2019	12/31/2019	12/31/2018	12/31/2018	12/31/2019	12/31/2019	12/31/2018	12/31/2018
Fiscal Year Beginning:	July 1, 2021	July 1, 2021	July 1, 2020	July 1, 2020	July 1, 2021	July 1, 2021	July 1, 2020	July 1, 2020
Division								
01 - Light and Power					\$ 17,226	\$ 18,288	\$ 14,474	\$ 14,859
10 - General	29.20%	30.95%	26.12%	26.67%	33,028	35,005	29,909	30,533
HA - All Full-time after 9/1/12	7.14%	7.06%	6.60%	6.62%	4,458	4,410	3,725	3,738
Municipality Total					\$ 54,712	\$ 57,703	\$ 48,108	\$ 49,130

Employee contribution rates:

Valuation Date:	Employee Contribution Rate	
	12/31/2019	12/31/2018
Division		
01 - Light and Power	6.00%	6.00%
10 - General	7.00%	7.00%
HA - All Full-time after 9/1/12	0.00%	0.00%

The employer may contribute more than the minimum required contributions, as these additional contributions will earn investment income and may result in lower future contribution requirements. Employers making contributions in excess of the minimum requirements may elect to apply the excess contribution immediately to a particular division, or segregate the excess into one or more of what MERS calls "Surplus" divisions. An election in the first case would immediately reduce any unfunded accrued liability and lower the amortization payments throughout the remaining amortization period. An election to set up Surplus divisions would not immediately lower future contributions, however the assets from the Surplus division could be transferred to an unfunded division in the future to reduce the unfunded liability in future years, or to be used to pay all or a portion of the minimum required contribution in a future year. For purposes of this report, the assets in any Surplus division have been included in the municipality's total assets, unfunded accrued liability and funded status, however, these assets are not used in calculating the minimum required contribution.

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



Assuming that experience of the plan meets actuarial assumptions:

- To accelerate to a 100% funding ratio in 10 years, estimated monthly employer contributions for the fiscal year beginning in 2021 for the entire employer would be \$84,532, instead of \$57,703.

How and Why Do These Numbers Change?

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

- Changes in benefit provisions (see Table 2)
- Changes in actuarial assumptions and methods (see the Appendix)
- Experience of the plan (investment experience and demographic experience); this is the difference between actual experience of the plan and the actuarial assumptions.

Comments on Investment Rate of Return Assumption

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

The MERS Investment Return Assumption is **7.35%** per year. This, along with all of our other actuarial assumptions, is reviewed at least every five years in an Experience Study that compares the assumptions used against actual experience and recommends adjustments if necessary. If your municipality would like to explore contributions at lower assumed investment return assumptions, please review the “what if” projection scenarios later in this report.

Assumption Change in 2019

At the February 28, 2019 board meeting, the MERS Retirement Board adjusted key economic assumptions. These assumptions, in particular the investment return assumption, have a significant effect on a plan’s required contribution and funding level. Historically low interest rates, along with high equity market valuations, have led to reductions in projected returns for most asset classes. This has resulted in a Board adopted reduction in the investment rate of return assumption from 7.75% to 7.35%, effective with the December 31, 2019 valuation, first impacting 2021 contributions. The Board also changed the assumed rate of wage inflation from 3.75% to 3.00%, with the same effective date.

Assumption Change in 2020

A 5-year experience study analyzing historical experience from 2013 through 2018 was completed in February 2020. In addition to changes to the economic assumptions which will take effect with the Fiscal year 2021 contribution rates, the experience study recommends updated demographic assumptions, including adjustments to the following actuarial assumptions: mortality, retirement, disability, and termination rates. A complete description of the proposed assumptions may be found in the Appendix to the valuation. Changes to the demographic assumptions resulting from the experience study have been approved by the MERS Retirement Board and are to be effective beginning with the December 31, 2020 actuarial valuation first impacting 2022 contributions. This report includes a “What If” scenario of the approved 2020 assumption changes in an effort to show employers the anticipated impact on contribution rates.



Comments on Asset Smoothing

To avoid dramatic spikes and dips in annual contribution requirements due to short term fluctuations in asset markets, MERS applies a technique called **asset smoothing**. This spreads out each year's investment gains or losses over the prior year and the following four years. This smoothing method is used to determine your actuarial value of assets (valuation assets), which is then used to determine both your funded ratio and your required contributions. The (smoothed) **actuarial rate of return for 2019 was 4.77%, while the actual market rate of return was 13.41%**. To see historical details of the market rate of return, compared to the smoothed actuarial rate of return, refer to this report's Appendix, or view the "[How Smoothing Works](#)" video on the [Defined Benefit resource page](#) of the MERS website.

As of December 31, 2019, the actuarial value of assets is 101% of market value due to asset smoothing. This means that meeting the actuarial assumption in the next few years will require average annual market returns that exceed the 7.35% investment return assumption, or contribution requirements will continue to increase.

If the December 31, 2019 valuation results were based on market value instead of actuarial value:

- The funded percent of your entire municipality would be 59% (instead of 60%); and
- Your total employer contribution requirement for the fiscal year starting July 1, 2021 would be \$703,584 (instead of \$692,436).

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

The calculations in this report are based on assumptions about long-term economic and demographic behavior. These assumptions will never materialize in a given year, except by coincidence. Therefore the results will vary from one year to the next. The volatility of the results depends upon the characteristics of the plan. For example:

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

Many assumptions are important in determining the required employer contributions. In the following table, we show the impact of varying the Investment Return assumption and the demographic assumptions. Lower investment returns would result in higher required employer contributions, and vice-versa. Alternate demographic assumptions may result in higher or lower employer contributions depending on the demographic characteristics of the plan participants.

The relative impact of the economic and demographic scenarios below will vary from year to year, as the participant demographics change. The impact of each scenario should be analyzed for a given year, not from year to year. The results in the table are based on the December 31, 2019 valuation, and are for the municipality in total, not by division. These results do not reflect a phase in of the impact of the new actuarial assumptions.



It is important to note that calculations in this report are mathematical estimates based upon assumptions regarding future events, which may or may not materialize. Actuarial calculations can and do vary from one valuation to the next, sometimes significantly depending on the group's size. Projections are not predictions. Future valuations will be based on actual future experience.

In addition to economic assumption changes effective with Fiscal Year 2021 contributions, the Retirement Board has also adopted a change to certain demographic and other assumptions effective for the December 31, 2020 valuation which will impact the Fiscal Year 2022 contributions. Please see the section labeled "Assumption Change in 2020" for more information. The scenario shown using these assumptions as of December 31, 2019 is illustrative only. The actual impact of this change when reflected in the 2020 Annual Actuarial Valuation report will be different.

12/31/2019 Valuation Results	Assumed Future Annual Smoothed Rate of Investment Return		
	Lower Future Annual Returns ³	2020 Adopted Demographic Assumptions	Valuation Assumptions
Investment Return Assumption	5.35%	7.35%	7.35%
Wage Increase Assumption	3.00%	3.00%	3.00%
Accrued Liability	\$ 20,794,348	\$ 17,165,066	\$ 16,713,650
Valuation Assets ¹	\$ 9,978,938	\$ 9,978,938	\$ 9,978,938
Unfunded Accrued Liability	\$ 10,815,410	\$ 7,186,128	\$ 6,734,712
Funded Ratio	48%	58%	60%
Monthly Normal Cost	\$ 26,951	\$ 13,296	\$ 13,483
Monthly Amortization Payment	\$ 60,865	\$ 47,463	\$ 44,220
Total Employer Contribution ²	\$ 87,816	\$ 60,759	\$ 57,703

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

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

³ Based on current demographic assumptions.

Projection Scenarios

The next two pages show projections of the plan's funded ratio and computed employer contributions under the actuarial assumptions used in the valuation and alternate economic and demographic assumption scenarios. All three projections take into account the past investment losses that will continue to affect the actuarial rate of return in the short term.

The 7.35%/3.00% scenario provides an estimate of computed employer contributions based on current actuarial assumptions, and a projected 7.35% market return. The other two scenarios may be useful if the municipality chooses to budget more conservatively, and make contributions in addition to the minimum requirements. The 2020 adopted demographic assumption and 5.35%/3.00% projection scenarios provide an indication of the potential required employer contribution if these assumptions were met over the long-term.

Your municipality includes one or more Surplus divisions. The assets in a Surplus division may be used to reduce future employer contributions or to accelerate the date by which the municipality becomes 100% funded. The timing and use of these Surplus assets is discretionary.

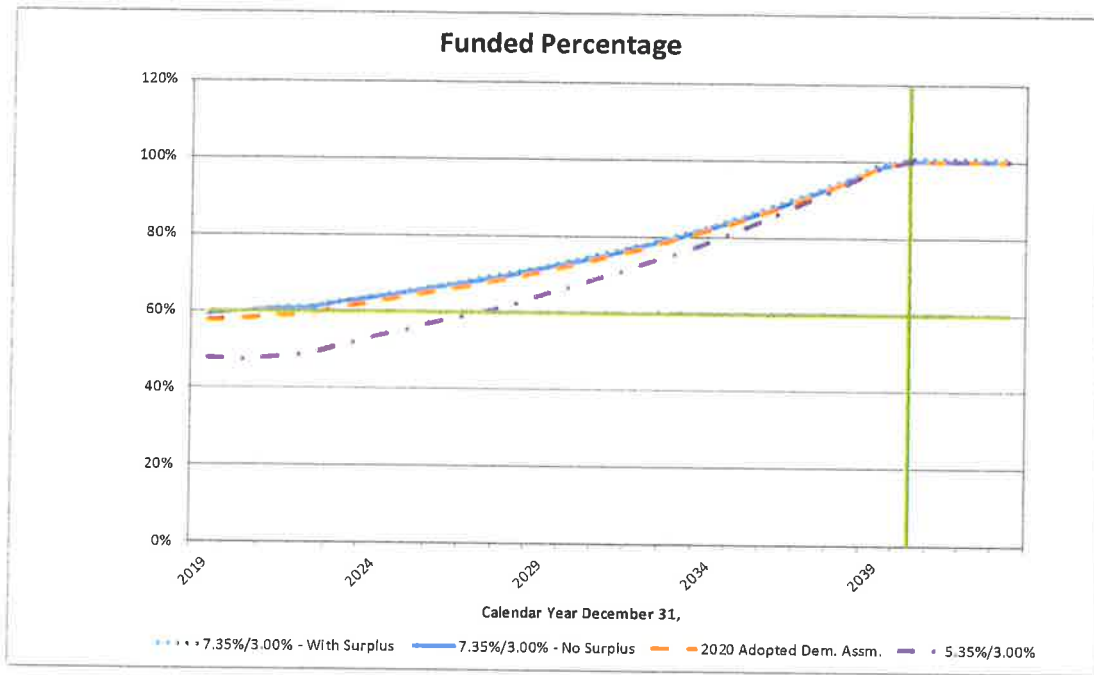


The Funded Percentage graph shows projections of funded status under the 7.35% investment return assumption, both including the Surplus assets (contributed as of the valuation date), and without the Surplus assets. The graph including the Surplus assets assumes these Surplus assets grow with interest and are not used to lower future employer contributions. We modeled the projections including the Surplus assets in this fashion because the use of these assets is discretionary by the employer and we do not know when and how the employer will use them. Once the employer uses these Surplus assets, any future employer contributions are expected to be lower than those shown in the projections.

Valuation Year Ending 12/31	Fiscal Year Beginning 7/1	Actuarial Accrued Liability	Valuation Assets ²	Funded Percentage	Computed Annual Employer Contribution
7.35%¹/3.00% - Current Demographic Assumptions					
NO 5-YEAR PHASE-IN					
2019	2021	\$ 16,713,650	\$ 9,937,099	59%	\$ 692,436
2020	2022	\$ 17,100,000	\$ 10,300,000	60%	\$ 715,000
2021	2023	\$ 17,600,000	\$ 10,600,000	61%	\$ 742,000
2022	2024	\$ 18,000,000	\$ 11,000,000	61%	\$ 778,000
2023	2025	\$ 18,400,000	\$ 11,500,000	63%	\$ 794,000
2024	2026	\$ 18,800,000	\$ 12,000,000	64%	\$ 818,000
7.35%¹/3.00% - Adopted 2020 Demographic Assumptions					
NO 5-YEAR PHASE-IN					
2019	2021	\$ 17,165,066	\$ 9,937,099	58%	\$ 729,108
2020	2022	\$ 17,600,000	\$ 10,300,000	58%	\$ 752,000
2021	2023	\$ 18,100,000	\$ 10,700,000	59%	\$ 781,000
2022	2024	\$ 18,600,000	\$ 11,100,000	60%	\$ 818,000
2023	2025	\$ 19,000,000	\$ 11,700,000	61%	\$ 836,000
2024	2026	\$ 19,500,000	\$ 12,200,000	63%	\$ 861,000
5.35%¹/3.00% - Current Demographic Assumptions					
NO 5-YEAR PHASE-IN					
2019	2021	\$ 20,794,348	\$ 9,937,099	48%	\$ 1,053,792
2020	2022	\$ 21,300,000	\$ 10,100,000	47%	\$ 1,100,000
2021	2023	\$ 21,800,000	\$ 10,400,000	48%	\$ 1,140,000
2022	2024	\$ 22,300,000	\$ 10,900,000	49%	\$ 1,190,000
2023	2025	\$ 22,700,000	\$ 11,700,000	51%	\$ 1,210,000
2024	2026	\$ 23,200,000	\$ 12,400,000	53%	\$ 1,250,000

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

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

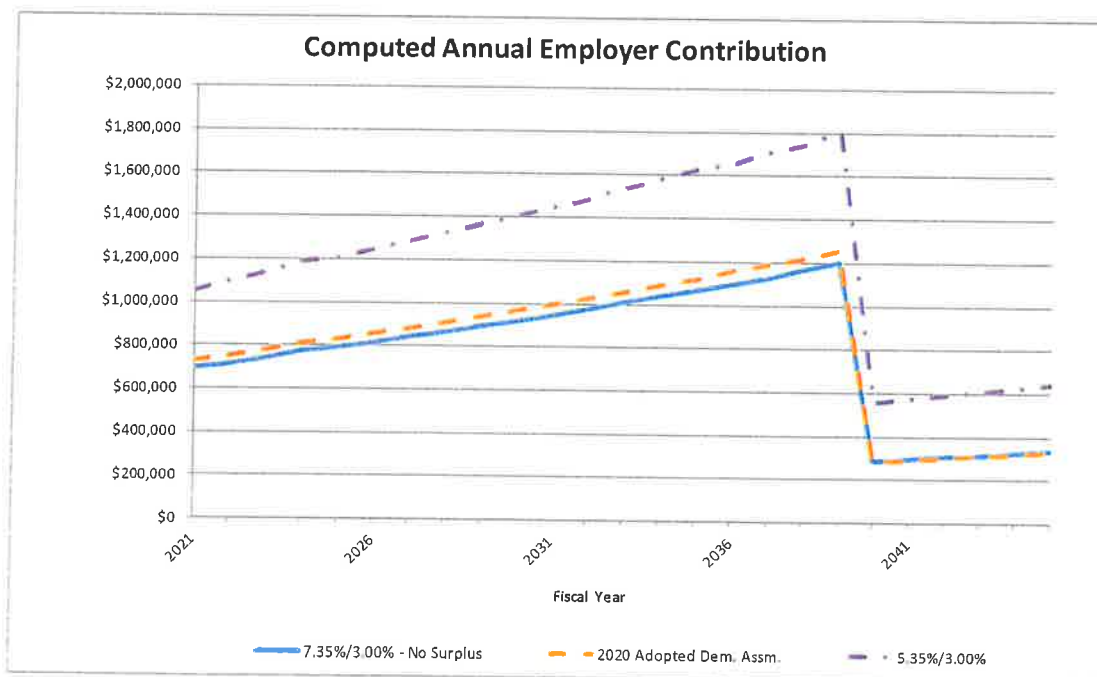


Notes:

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

Assumes assets from Surplus divisions will not be used to lower employer contributions during the projection period.

The green indicator lines have been added at 60% funded and 21 years following the valuation date for PA 202 purposes.



Notes:

All projected contributions are shown with no phase-in.

Projected employer contributions do not reflect the use of any assets from the Surplus divisions.

Table 1: Employer Contribution Details For the Fiscal Year Beginning July 1, 2021

Division	Total Normal Cost	Employee Contribut. Rate	Employer Contributions ¹			Computed Employer Contribut. With Phase-In	Blended ER Rate No Phase-In ⁵	Blended ER Rate With Phase-In ⁵	Employee Contribut. Conversion Factor ²
			Employer Normal Cost	Payment of the Unfunded Accrued Liability ⁴	Computed Employer Contribut. No Phase-In				
Percentage of Payroll									
01 - Light and Power	12.05%	6.00%					22.60%	21.59%	0.80%
10 - General	13.00%	7.00%	6.00%	24.95%	30.95%	29.20%			
HA - All Full-time after 9/1/12	7.04%	0.00%	7.04%	0.02%	7.06%	7.14%	22.60%	21.59%	
Estimated Monthly Contribution³									
01 - Light and Power			\$ 2,297	\$ 15,991	\$ 18,288	\$ 17,226			
10 - General			6,787	28,218	35,005	33,028			
HA - All Full-time after 9/1/12			4,399	11	4,410	4,458			
Total Municipality			\$ 13,483	\$ 44,220	\$ 57,703	\$ 54,712			
Estimated Annual Contribution³			\$ 161,796	\$ 530,640	\$ 692,436	\$ 656,544			

- ¹ The above employer contribution requirements are in addition to the employee contributions, if any.
- ² If employee contributions are increased/decreased by 1.00% of pay, the employer contribution requirement will decrease/increase by the Employee Contribution Conversion Factor. The conversion factor is usually under 1%, because employee contributions may be refunded at termination of employment, and not used to fund retirement pensions. Employer contributions will all be used to fund pensions.
- ³ For divisions that are open to new hires, estimated contributions are based on projected fiscal year payroll. Actual contributions will be based on actual reported monthly pays, and will be different from the above amounts. For divisions that will have no new hires (i.e., closed divisions), invoices will be based on the above dollar amounts which are based on projected fiscal year payroll. See description of Open Divisions and Closed Divisions in the Appendix.
- ⁴ Note that if the overfunding credit is larger than the normal cost, the full credit is shown above but the total contribution requirement is zero. This will cause the displayed normal cost and unfunded accrued liability contributions to not add across.
- ⁵ For linked divisions, the employer will be invoiced the Computed Employer Contribution No Phase-in rate shown above for each linked division (a contribution rate for the open division; a contribution dollar for the closed-but-linked division), unless the employer elects to contribute the Blended Employer Contribution rate shown above, by contacting MERS at 800-767-MERS (6377).

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

Table 2: Benefit Provisions

01 - Light and Power: Closed to new hires, linked to Division HA

	2019 Valuation	2018 Valuation
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	3 years	3 years
Employee Contributions:	6.00%	6.00%
Act 88:	No	No

10 - General: Open Division

	2019 Valuation	2018 Valuation
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	3 years	3 years
Employee Contributions:	7.00%	7.00%
Act 88:	No	No

HA - All Full-time after 9/1/12: Open Division, linked to Division 01

	2019 Valuation	2018 Valuation
Benefit Multiplier:	1.50% Multiplier (no max)	1.50% Multiplier (no max)
Normal Retirement Age:	60	60
Vesting:	6 years	6 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	-	-
Final Average Compensation:	3 years	3 years
Employee Contributions:	0.00%	0.00%
Act 88:	No	No



Table 3: Participant Summary

Division	2019 Valuation		2018 Valuation		2019 Valuation		
	Number	Annual Payroll ¹	Number	Annual Payroll ¹	Average Age	Average Benefit Service ²	Average Eligibility Service ²
01 - Light and Power							
Active Employees	6	\$ 478,698	6	\$ 447,789	50.4	15.7	15.7
Vested Former Employees	5	100,041	5	100,041	49.4	12.2	12.2
Retirees and Beneficiaries	15	388,911	15	388,911	73.2		
Pending Refunds	2		2				
10 - General							
Active Employees	19	\$ 1,260,531	19	\$ 1,253,007	49.7	15.9	17.4
Vested Former Employees	3	62,677	3	72,562	49.0	13.0	17.6
Retirees and Beneficiaries	23	568,529	21	533,318	65.5		
Pending Refunds	6		6				
HA - All Full-time after 9/1/12							
Active Employees	8	\$ 640,772	8	\$ 576,280	38.0	3.5	3.5
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	0	0	0	0	0.0		
Pending Refunds	0		0				
Total Municipality							
Active Employees	33	\$ 2,380,001	33	\$ 2,277,076	47.0	12.9	13.7
Vested Former Employees	8	162,718	8	172,603	49.3	12.5	14.2
Retirees and Beneficiaries	38	957,440	36	922,229	68.5		
Pending Refunds	8		8				
Total Participants	87		85				

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

² Descriptions can be found under Miscellaneous and Technical Assumptions in the Appendix.

Table 4: Reported Assets (Market Value)

Division	2019 Valuation		2018 Valuation	
	Employer and Retiree ¹	Employee ²	Employer and Retiree ¹	Employee ²
01 - Light and Power	\$ 2,519,303	\$ 586,738	\$ 2,380,832	\$ 549,833
10 - General	5,378,009	1,100,896	4,744,367	1,110,783
HA - All Full-time after 9/1/12	222,897	0	149,488	0
S1 - Surplus Assoc. to div 10	41,295	0	12,527	0
Municipality Total³	\$ 8,161,503	\$ 1,687,634	\$ 7,287,214	\$ 1,660,616
Combined Assets³	\$9,849,137		\$8,947,830	

¹ Reserve for Employer Contributions and Benefit Payments.

² Reserve for Employee Contributions.

³ Totals may not add due to rounding.

The December 31, 2019 valuation assets (actuarial value of assets) are equal to 1.013179 times the reported market value of assets (compared to 1.095342 as of December 31, 2018). Refer to the Appendix for a description of the valuation asset derivation and a detailed calculation of valuation assets.

Assets in the Surplus division(s) are employer assets that have been reserved to be used by the employer at some point in the future to stabilize increases in contributions. These assets are not used in calculating the employer contribution for the fiscal year beginning July 1, 2021.

Table 5: Flow of Valuation Assets

Year Ended 12/31	Employer Contributions		Employee Contributions	Investment Income (Valuation Assets)	Benefit Payments	Employee Contribution Refunds	Net Transfers	Valuation Asset Balance
	Required	Additional						
2009	\$ 231,323		\$ 107,308	\$ 368,411	\$ (454,207)	\$ (4,939)	\$ 0	\$ 8,156,973
2010	294,408		103,745	453,471	(508,380)	0	0	8,500,217
2011	283,662	\$ 31,967	104,863	426,787	(644,736)	(1,854)	0	8,700,906
2012	275,110	42,325	100,889	375,514	(714,006)	0	0	8,780,738
2013	278,386	57,554	99,139	511,343	(681,339)	(7,159)	0	9,038,662
2014	338,409	22,496	95,994	512,655	(697,215)	(6,473)	0	9,304,528
2015	367,602	22,844	99,696	452,253	(789,326)	(10,527)	0	9,447,070
2016	317,948	21,134	86,729	454,040	(906,870)	0	0	9,420,051
2017	384,734	93,977	88,435	551,102	(898,605)	0	0	9,639,694
2018	460,103	22,822	105,011	355,671	(916,716)	0	134,349	9,800,934
2019	497,910	34,597	118,205	457,923	(920,274)	(10,357)	0	9,978,938

Notes:

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

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

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

The Valuation Asset balance includes assets from Surplus divisions, if any.

Years where historical information is not available, will be displayed with zero values.

**Table 6: Actuarial Accrued Liabilities and Valuation Assets
as of December 31, 2019**

Division	Actuarial Accrued Liability					Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
	Active Employees	Vested Former Employees	Retirees and Beneficiaries	Pending Refunds	Total			
01 - Light and Power	\$ 1,519,211	\$ 580,053	\$ 3,479,803	\$ 12,699	\$ 5,591,766	\$ 3,146,975	56.3%	\$ 2,444,791
10 - General	4,657,523	351,435	5,829,079	58,795	10,896,832	6,564,290	60.2%	4,332,542
HA - All Full-time after 9/1/12	225,052	0	0	0	225,052	225,834	100.4%	(782)
S1 - Surplus Assoc. to div 10	0	0	0	0	0	41,839		(41,839)
Total	\$ 6,401,786	\$ 931,488	\$ 9,308,882	\$ 71,494	\$ 16,713,650	\$ 9,978,938	59.7%	\$ 6,734,712

The following results show the combined accrued liabilities and assets for each set of linked divisions. These results are already shown in the table on the prior page(s).

Table 6 (continued)

Division	Actuarial Accrued Liability					Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
	Active Employees	Vested Former Employees	Retirees and Beneficiaries	Pending Refunds	Total			
Linked Divisions HA, 01	\$ 1,744,263	\$ 580,053	\$ 3,479,803	\$ 12,699	\$ 5,816,818	\$ 3,372,809	58.0%	\$ 2,444,009

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

Table 7: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2005	\$ 8,761,561	\$ 6,411,153	73%	\$ 2,350,408
2006	9,308,404	6,949,856	75%	2,358,548
2007	9,801,845	7,565,361	77%	2,236,484
2008	10,252,239	7,909,077	77%	2,343,162
2009	10,838,164	8,156,973	75%	2,681,191
2010	11,075,266	8,500,217	77%	2,575,049
2011	11,715,642	8,700,906	74%	3,014,736
2012	12,115,462	8,780,738	73%	3,334,724
2013	12,168,201	9,038,662	74%	3,129,539
2014	12,769,929	9,304,528	73%	3,465,401
2015	14,261,455	9,447,070	66%	4,814,385
2016	14,589,063	9,420,051	65%	5,169,012
2017	15,043,574	9,639,694	64%	5,403,880
2018	15,648,483	9,800,934	63%	5,847,549
2019	16,713,650	9,978,938	60%	6,734,712

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

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

Years where historical information is not available will be displayed with zero values.

Throughout this report are references to valuation results generated prior to the 2018 valuation date. Results prior to 2018 were received directly from the prior actuary or extracted from the previous valuation system by MERS's technology service provider.

Tables 8 and 9: Division-Based Comparative Schedules

Division 01 - Light and Power

Table 8-01: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2009	\$ 3,586,314	\$ 2,703,005	75%	\$ 883,309
2010	3,653,601	2,885,117	79%	768,484
2011	3,953,868	2,986,699	76%	967,169
2012	4,220,751	3,055,266	72%	1,165,485
2013	4,353,392	3,180,370	73%	1,173,022
2014	4,486,384	3,288,236	73%	1,198,148
2015	4,845,914	3,355,758	69%	1,490,156
2016	5,089,606	3,290,510	65%	1,799,096
2017	5,205,881	3,312,731	64%	1,893,150
2018	5,260,248	3,210,080	61%	2,050,168
2019	5,591,766	3,146,975	56%	2,444,791

Notes: Actuarial assumptions were revised for the 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

Table 9-01: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2009	12	\$ 784,749	12.15%	6.00%
2010	14	771,283	11.53%	6.00%
2011	13	771,631	13.17%	6.00%
2012	11	718,021	16.27%	6.00%
2013	11	738,242	16.00%	6.00%
2014	9	656,005	17.58%	6.00%
2015	9	702,054	20.24%	6.00%
2016	7	505,875	29.13%	6.00%
2017	6	457,217	33.08%	6.00%
2018	6	447,789	\$ 14,859	6.00%
2019	6	478,698	\$ 18,288	6.00%

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

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

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

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available, will be displayed with zero values.



Division 10 - General

Table 8-10: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2009	\$ 7,169,616	\$ 5,442,563	76%	\$ 1,727,053
2010	7,340,604	5,605,930	76%	1,734,674
2011	7,682,050	5,706,425	74%	1,975,625
2012	7,822,942	5,716,512	73%	2,106,430
2013	7,736,533	5,843,153	76%	1,893,380
2014	8,196,324	5,994,313	73%	2,202,011
2015	9,300,988	6,052,015	65%	3,248,973
2016	9,350,495	6,060,330	65%	3,290,165
2017	9,633,149	6,208,335	64%	3,424,814
2018	10,253,367	6,413,392	63%	3,839,975
2019	10,896,832	6,564,290	60%	4,332,542

Notes: Actuarial assumptions were revised for the 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

Table 9-10: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2009	23	\$ 1,225,463	14.02%	4.86%
2010	23	1,165,785	14.46%	4.86%
2011	23	1,153,103	16.07%	4.86%
2012	22	1,141,674	17.82%	4.87%
2013	20	1,064,820	17.35%	4.87%
2014	21	1,081,070	18.97%	4.87%
2015	20	1,129,214	25.29%	5.00%
2016	20	1,158,554	25.04%	5.00%
2017	20	1,205,342	25.96%	5.00%
2018	19	1,253,007	26.67%	7.00%
2019	19	1,260,531	30.95%	7.00%

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

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

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

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available, will be displayed with zero values.

Division HA - All Full-time after 9/1/12

Table 8-HA: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2009	\$ 0	\$ 0	0%	\$ 0
2010	0	0	0%	0
2011	0	0	0%	0
2012	(754)	1,778	0%	(2,532)
2013	6,820	7,417	109%	(597)
2014	17,166	15,643	91%	1,523
2015	42,211	37,059	88%	5,152
2016	78,119	71,155	91%	6,964
2017	135,246	113,276	84%	21,970
2018	134,868	163,741	121%	(28,873)
2019	225,052	225,834	100%	(782)

Notes: Actuarial assumptions were revised for the 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

Table 9-HA: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2009	0	\$ 0	\$ 0	0.00%
2010	0	0	\$ 0	0.00%
2011	0	0	\$ 0	0.00%
2012	1	93,250	9.01%	0.00%
2013	1	72,972	9.25%	0.00%
2014	3	155,912	7.65%	0.00%
2015	4	217,389	7.81%	0.00%
2016	6	386,124	8.03%	0.00%
2017	8	502,379	8.05%	0.00%
2018	8	576,280	6.62%	0.00%
2019	8	640,772	7.06%	0.00%

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

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

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

See the Benefit Provision History, later in this report, for past benefit provision changes.

Years where historical information is not available, will be displayed with zero values.

Division S1 - Surplus Assoc. to div 10

Table 8-S1: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2009	\$ 0	\$ 0		\$ 0
2010	0	0		0
2011	0	0		0
2012	0	0		0
2013	0	0		0
2014	0	0		0
2015	0	0		0
2016	0	0		0
2017	0	0		0
2018	0	13,721		(13,721)
2019	0	41,839		(41,839)

Notes: Actuarial assumptions were revised for the 2009, 2010, 2011, 2012, 2015 and 2019 actuarial valuations.

Years where historical information is not available, will be displayed with zero values.

Table 10: Division-Based Layered Amortization Schedule

Division 01 - Light and Power

Table 10-01: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2021		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 1,490,156	23	\$ 1,583,519	19	\$ 122,112
(Gain)/Loss	12/31/2016	278,307	22	315,460	19	24,324
(Gain)/Loss	12/31/2017	38,840	21	43,737	19	3,372
(Gain)/Loss	12/31/2018	86,497	20	96,954	19	7,476
Merger	12/31/2018			46,908	19	3,612
(Gain)/Loss	12/31/2019	209,403	19	232,909	19	17,964
Assumption	12/31/2019	164,168	19	169,041	19	13,032
Total				\$ 2,488,528		\$ 191,892

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

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

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

The unfunded accrued liability (UAL) as of December 31, 2019 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2019 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the Appendix on the MERS website for a detailed description of the amortization policy.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.

Division 10 - General

Table 10-10: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2021		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
Initial	12/31/2015	\$ 3,248,973	23	\$ 3,496,723	19	\$ 269,652
(Gain)/Loss	12/31/2016	(74,070)	22	(83,956)	19	(6,480)
(Gain)/Loss	12/31/2017	71,574	21	80,592	19	6,216
(Gain)/Loss	12/31/2018	393,291	20	440,823	19	33,996
Amendment	12/31/2018	(9,049)	20	(10,145)	19	(780)
(Gain)/Loss	12/31/2019	128,191	19	142,581	19	10,992
Assumption	12/31/2019	313,196	19	324,511	19	25,020
Total				\$ 4,391,129		\$ 338,616

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

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

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

The unfunded accrued liability (UAL) as of December 31, 2019 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2019 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the Appendix on the MERS website for a detailed description of the amortization policy.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.

Division HA - All Full-time after 9/1/12

Table 10-HA: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance ¹	Original Amortization Period ²	Amounts for Fiscal Year Beginning 7/1/2021		
				Outstanding UAL Balance ³	Remaining Amortization Period ²	Annual Amortization Payment
(Gain)/Loss	12/31/2019	\$ 1,243	15	\$ 1,383	15	\$ 132
Total				\$ 1,383		\$ 132

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

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

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

The unfunded accrued liability (UAL) as of December 31, 2019 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2019 valuation to take into account the expected future contributions that are based on past valuations. Each type of UAL (layer) is amortized over the appropriate period. Please see the Appendix on the MERS website for a detailed description of the amortization policy.

Note: The original balance and original amortization periods prior to 12/31/2018 were received from the prior actuary.

GASB 68 Information

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

Actuarial Valuation Date:	12/31/2019
Measurement Date of the Total Pension Liability (TPL):	12/31/2019
At 12/31/2019, the following employees were covered by the benefit terms:	
Inactive employees or beneficiaries currently receiving benefits:	38
Inactive employees entitled to but not yet receiving benefits (including refunds):	16
Active employees:	<u>33</u>
	87
Total Pension Liability as of 12/31/2018 measurement date:	\$ 15,263,629
Total Pension Liability as of 12/31/2019 measurement date:	\$ 16,296,389
Service Cost for the year ending on the 12/31/2019 measurement date:	\$ 253,182
Change in the Total Pension Liability due to:	
- Benefit changes ¹ :	\$ 0
- Differences between expected and actual experience ² :	\$ 60,445
- Changes in assumptions ² :	\$ 455,772
Average expected remaining service lives of all employees (active and inactive):	3

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

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

Covered employee payroll: (Needed for Required Supplementary Information)	\$ 2,380,001
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Sensitivity of the Net Pension Liability to changes in the discount rate:

	1% Decrease (6.60%)	Current Discount Rate (7.60%)	1% Increase (8.60%)
Change in Net Pension Liability as of 12/31/2019:	\$ 1,787,839	\$ -	\$ (1,503,449)

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



Benefit Provision History

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

01 - Light and Power

1/1/2018	Flexible E 2.5% COLA Adopted (1/1/2018)
1/1/2017	Flexible E 0.2% COLA Adopted (1/1/2017)
12/1/2016	Service Credit Purchase Estimates - Yes
1/1/2016	Flexible E 1% COLA Adopted (1/1/2016)
1/1/2015	Flexible E 1.69% COLA Adopted (01/01/2015)
1/1/2014	Flexible E 1.7% COLA Adopted (01/01/2014)
1/1/2013	Flexible E 1.5% COLA Adopted (01/01/2013)
1/1/2012	E 2% COLA Adopted (01/01/2012)
1/1/2011	E 2% COLA Adopted (01/01/2011)
1/1/2009	E 2% COLA Adopted (01/01/2009)
1/1/2008	E 2% COLA Adopted (01/01/2008)
1/1/2007	E 2% COLA Adopted (01/01/2007)
2/1/2006	E 2% COLA Adopted (02/01/2006)
1/1/2005	E 2% COLA Adopted (01/01/2005)
1/1/2004	E 2% COLA Adopted (01/01/2004)
1/1/2003	E 2% COLA Adopted (01/01/2003)
1/1/2002	E 2% COLA Adopted (01/01/2002)
1/1/2001	E 2% COLA Adopted (01/01/2001)
1/1/2000	E 2% COLA Adopted (01/01/2000)
1/1/1999	Day of work defined as 100 Hours a Month for All employees.
1/1/1999	Flexible E 2% COLA Adopted (01/01/1999)
1/1/1998	E 2% COLA Adopted (01/01/1998)
1/1/1997	E 2% COLA Adopted (01/01/1997)
3/18/1996	Day of work defined as 8 Hours a Day for All employees.
1/1/1996	E 2% COLA Adopted (01/01/1996)
1/1/1995	E 2% COLA Adopted (01/01/1995)
9/1/1994	Member Contribution Rate 6.00%
1/1/1994	E 2% COLA Adopted (01/01/1994)
1/1/1993	E 2% COLA Adopted (01/01/1993)
7/1/1992	Benefit FAC-3 (3 Year Final Average Compensation)
7/1/1992	Benefit B-4 (80% max)
1/1/1992	E 2% COLA Adopted (01/01/1992)
11/1/1991	Benefit F55 (With 25 Years of Service)
1/1/1991	E 2% COLA Adopted (01/01/1991)
1/1/1990	E 2% COLA Adopted (01/01/1990)
9/1/1989	Benefit C-2/Base C-1 (Old)
5/1/1978	Benefit C-1 (Old)
4/21/1975	Exclude Temporary Employees
3/1/1968	Benefit FAC-5 (5 Year Final Average Compensation)
3/1/1968	10 Year Vesting
3/1/1968	Benefit C (Old)
3/1/1968	Member Contribution Rate 3.00% Under \$4,200.00 - Then 5.00%

01 - Light and Power

3/1/1968 Fiscal Month - July
Defined Benefit Normal Retirement Age - 60
Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

10 - General

7/1/2018 Participant Contribution Rate 7%
12/1/2016 Service Credit Purchase Estimates - Yes
1/1/2016 Participant Contribution Rate 5%
1/1/2009 E 2% COLA Adopted (01/01/2009)
1/1/2008 E 2% COLA Adopted (01/01/2008)
1/1/2007 E 2% COLA Adopted (01/01/2007)
1/1/2006 E 2% COLA Adopted (01/01/2006)
1/1/2005 E 2% COLA Adopted (01/01/2005)
1/1/2004 E 2% COLA Adopted (01/01/2004)
1/1/2003 E 2% COLA Adopted (01/01/2003)
1/1/2002 E 2% COLA Adopted (01/01/2002)
1/1/2001 E 2% COLA Adopted (01/01/2001)
1/1/2000 E 2% COLA Adopted (01/01/2000)
1/1/1999 Day of work defined as 100 Hours a Month for All employees.
1/1/1999 Flexible E 2% COLA Adopted (01/01/1999)
1/1/1998 E 2% COLA Adopted (01/01/1998)
1/1/1997 E 2% COLA Adopted (01/01/1997)
3/18/1996 Day of work defined as 8 Hours a Day for All employees.
1/1/1996 E 2% COLA Adopted (01/01/1996)
1/1/1995 E 2% COLA Adopted (01/01/1995)
1/1/1994 E 2% COLA Adopted (01/01/1994)
1/1/1993 E 2% COLA Adopted (01/01/1993)
7/1/1992 Benefit FAC-3 (3 Year Final Average Compensation)
7/1/1992 Benefit B-4 (80% max)
1/1/1992 E 2% COLA Adopted (01/01/1992)
1/1/1991 E 2% COLA Adopted (01/01/1991)
1/1/1990 E 2% COLA Adopted (01/01/1990)
7/1/1987 Benefit F55 (With 25 Years of Service)
7/1/1986 Benefit C-2/Base C-1 (Old)
5/1/1978 Benefit C-1 (Old)
4/21/1975 Exclude Temporary Employees
3/1/1968 Benefit FAC-5 (5 Year Final Average Compensation)
3/1/1968 10 Year Vesting
3/1/1968 Benefit C (Old)
3/1/1968 Member Contribution Rate 3.00% Under \$4,200.00 - Then 5.00%
3/1/1968 Fiscal Month - July
Defined Benefit Normal Retirement Age - 60
Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years

HA - All Full-time after 9/1/12

9/1/2012 Day of work defined as 100 Hours a Month for All employees.
9/1/2012 Benefit FAC-3 (3 Year Final Average Compensation)
9/1/2012 6 Year Vesting
9/1/2012 Medicare Taxable Wages



HA - All Full-time after 9/1/12

9/1/2012	1.5% Multiplier
9/1/2012	Benefit F55 (With 25 Years of Service)
3/1/1968	Fiscal Month - July
	Defined Benefit Normal Retirement Age - 60
	No Early Reduced Conditions

S1 - Surplus Assoc. to div 10

3/1/1968	Fiscal Month - July
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Plan Provisions, Actuarial Assumptions, and Actuarial Funding Method

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

Increase in Final Average Compensation

Division	FAC Increase Assumption
All Divisions	2.00%

Withdrawal Rate Scaling Factor

Division	Withdrawal Rate Scaling Factor
All Divisions	100%

Miscellaneous and Technical Assumptions

Loads – None.

Risk Commentary

Determination of the accrued liability, the employer contribution, and the funded ratio requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability, the actuarially determined contribution and the funded ratio that result from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the Plan's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

- **Investment Risk** – actual investment returns may differ from the expected returns;
- **Asset/Liability Mismatch** – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
- **Salary and Payroll Risk** – actual salaries and total payroll may differ from expected, resulting in actual future accrued liability and contributions differing from expected;
- **Longevity Risk** – members may live longer or shorter than expected and receive pensions for a period of time other than assumed; and
- **Other Demographic Risks** – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example, if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise, if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.

PLAN MATURITY MEASURES

Risks facing a pension plan evolve over time. A young plan with virtually no investments and paying few benefits may experience little investment risk. An older plan with a large number of members in pay status and a significant trust may be much more exposed to investment risk. Generally accepted plan maturity measures include the following:

	<u>12/31/2019</u>	<u>12/31/2018</u>
1. Ratio of the market value of assets to total payroll	4.1	3.9
2. Ratio of actuarial accrued liability to payroll	7.0	6.9
3. Ratio of actives to retirees and beneficiaries	0.9	0.9
4. Ratio of market value of assets to benefit payments	10.6	9.8
5. Ratio of net cash flow to market value of assets (boy)	-3.1%	-2.0%

RATIO OF MARKET VALUE OF ASSETS TO TOTAL PAYROLL

The relationship between assets and payroll is a useful indicator of the potential volatility of contributions. For example, if the market value of assets is 2.0 times the payroll, a return on assets 5% different than assumed would equal 10% of payroll. A higher (lower) or increasing (decreasing) level of this maturity measure generally indicates a higher (lower) or increasing (decreasing) volatility in plan sponsor contributions as a percentage of payroll.

RATIO OF ACTUARIAL ACCRUED LIABILITY TO PAYROLL

The relationship between actuarial accrued liability and payroll is a useful indicator of the potential volatility of contributions for a fully funded plan. A funding policy that targets a funded ratio of 100% is expected to result in the ratio of assets to payroll and the ratio of liability to payroll converging over time.

RATIO OF ACTIVES TO RETIREES AND BENEFICIARIES

A young plan with many active members and few retirees will have a high ratio of active to retirees. A mature open plan may have close to the same number of actives to retirees resulting in a ratio near 1.0. A super-mature or closed plan may have significantly more retirees than actives resulting in a ratio below 1.0.

RATIO OF MARKET VALUE OF ASSETS TO BENEFIT PAYMENTS

The MERS' Actuarial Policy requires a total minimum contribution equal to the excess (if any) of three times the expected annual benefit payments over the projected market value of assets as of the participating municipality or court's Fiscal Year for which the contribution applies. The ratio of market value of assets to benefit payments as of the valuation date provides an indication of whether the division is at risk for triggering the minimum contribution rule in the near term. If the division triggers this minimum contribution rule, the required employer contributions could increase dramatically relative to previous valuations.

RATIO OF NET CASH FLOW TO MARKET VALUE OF ASSETS

A positive net cash flow means contributions exceed benefits and expenses. A negative cash flow means existing funds are being used to make payments. A certain amount of negative net cash flow is generally expected to occur when benefits are prefunded through a qualified trust. Large negative net cash flows as a percent of assets may indicate a super-mature plan or a need for additional contributions.



State Reporting

The following information has been prepared to provide some of the information necessary to complete the pension reporting requirements for the State of Michigan's Local Government Retirement System Annual Report (Form No. 5572). Additional resources are available at www.mersofmich.com and on the State [website](#).

Form 5572		
Line Reference	Description	Result
10	Membership as of December 31, 2019	
11	Indicate number of active members	33
12	Indicate number of inactive members (excluding pending refunds)	8
13	Indicate number of retirees and beneficiaries	38
14	Investment Performance for Calendar Year Ending December 31, 2019¹	
15	Enter actual rate of return - prior 1-year period	14.02%
16	Enter actual rate of return - prior 5-year period	6.39%
17	Enter actual rate of return - prior 10-year period	7.97%
18	Actuarial Assumptions	
19	Actuarial assumed rate of investment return ²	7.35%
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Level Percent
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any ³	19
22	Is each division within the system closed to new employees? ⁴	No
23	Uniform Assumptions	
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	\$9,921,144
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	\$17,827,842
27	Actuarially Determined Contribution (ADC) using uniform assumptions, Fiscal Year Ending June 30, 2020	\$744,456

- ¹ The Municipal Employees' Retirement System's investment performance has been provided to GRS from MERS Investment Staff and included here for reporting purposes. This investment performance figures reported are net of investment expenses on a rolling calendar-year basis for the previous 1-, 5-, and 10-year periods as required under PA 530.
- ² Net of administrative and investment expenses.
- ³ Populated with the longest amortization period remaining in the amortization schedule, across all divisions in the plan. This is when each division and the plan in total is expected to reach 100% funded if all assumptions are met.
- ⁴ If all divisions within the employer are closed, "yes." If at least one division is open (including shadow divisions) indicate "no."

LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM



DATE: August 3, 2020
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager MB
RE: Showboat bids

On June 1, 2020 the City of Lowell opened the following bids for the general contractor for the interior of the showboat:

- Pel Construction \$1,858,488
- AJ Veneklasen \$ 1,347,116
- Wolverine Building Group \$1,340,483

Shortly thereafter, the Committee and our Consultants met and reviewed the submissions. It was apparent that both AJ Veneklasen and Wolverine bid this project with the assumption they would build it on land. It was explained multiple times to all bidders that their interior work would need to be completed once the boat was put into the water. Also, the architect and mechanical engineer needed clarifications from the bidders regarding some of the HVAC and building specifications. So the bidders were all issued an addendum to seek clarification on these items and were given two weeks to complete the addendum.

Two of the three bidders submitted the requested information in the addendum. Both included revised bids. They were asked to submit their bid with the construction work being completed in the water. Both were also asked to provide the total construction cost and list the installation of snowmelt as an alternate. They were also asked to provide a deduction if Pella sliding doors were used in lieu of the proposed stacking doors.

AJ Veneklasen provided a revised bid of \$1,412,820. Their cost for snowmelt was \$15,820 and they included a deduction of \$21,500 for the doors. Wolverine submitted a bid \$1,435,638.81. They provided a deduction of \$20,745.

Once we received the revised bids, the committee chose to have both firms come in. This would allow us to ask questions about their bid and seek clarifications to items we questioned. We also asked them what they felt could be value engineered in order to reduce costs. On Friday July 17th, both AJ Veneklasen and Wolverine were present and answered questions. We learned AJ Veneklasen did not provide a specified keel cooler in their bid. It was determined this would be an increase of approximately \$35,000 to their bid. We also learned AJ Veneklasen used a different electrical subcontractor for the second submittal, and felt this cost could be reduced if they were selected. While the City had the right to reject the bid from AJ Veneklasen because they didn't provide the keel cooler, they were asked to provide the cost of one.

I also learned when we met with Wolverine, they informed us they didn't separate the snowmelt alternate bid from their proposal and reduced the bid to \$1,414,611.57. It was also mentioned in our meeting (I was aware of this prior) a business in the City, "Progressive Heating and Cooling," was Wolverine's subcontractor for the HVAC.

After we interviewed Wolverine, a volunteer on our committee Doug McGregor who was helping consult us on the HVAC systems, mentioned to me he used to work for Progressive. He added he doesn't believe they are capable of handling the work needed for this contract. It was apparent to me that he and Progressive were not on good terms. I was not aware of this issue until he brought it to my attention.

I should also mention the Project Manager for this project from Wolverine Building Group is Jim Chambers. Jim happens to be Councilman Marty Chambers' brother.

Later in the meeting, the Committee made a recommendation to the City Council for Wolverine Building Group to be awarded the contract.

I was planning to place this on the agenda for the Monday July 20th City Council meeting. That morning, I received an email from Doug McGregor asking me to seek more information about the qualifications of the HVAC subcontractors and he had a number of questions I should ask them. After speaking with our Mechanical Engineer Ken Reigler, he believed they were legitimate questions and it wouldn't hurt to ask. So I provided the questions to both firms and gave them five days to complete. Both firms provided answers that were satisfactory to Ken Reigler.

We also received a revised estimate from AJ Veneklasen. They added the keel cooler to their bid. However, their total bid was reduced to \$1,404,277. They informed me they went back to their original electrical contractor and lowered their overall price. The City never requested for this, we only asked for the price of the keel cooler. The addition of the keel cooler was an increase in cost of \$44,019. So if we didn't accept the reduced price, AJ Veneklasen's bid would be \$1,456,839.

While AJ Veneklasen submitted an updated addendum which would be lower than Wolverine, I would recommend the City Council follow the July 17th recommendation of the Showboat Committee and award the work to Wolverine Building Group at their cost not to exceed \$1,414,611.57. AJ Veneklasen's bid should be rejected as they didn't submit the Keel Cooler quote in the addendum when this was specifically mentioned in the bid documents.

Date	Designated Fund Description	Beginning Balance	Cash In	Cash Out	Ending Balance
Showboat					
	Beginning balance	\$ 500,000.00		EE4:F32	
12/21/2017	A-a Laser, cut plates			\$ 361.00	
1/10/2018	J&K Catering - consulting			\$ 845.08	
1/10/2018	Carol McGregor - drafting for new boat			\$ 1,075.00	
2/5/2018	J&K Catering - consulting & research			\$ 1,188.20	
5/3/2018	J & K catering - consulting & research			\$ 1,221.48	
4/12/2018	Dickinson attorney			\$ 536.50	
4/12/2018	McGregor - architect			\$ 475.00	
5/3/2018	C. Fly Marine - marine engineer			\$ 14,000.00	
5/14/2018	Dickinson - attorney		\$ -	\$ 1,202.50	
5/25/2018	Dickinson - attorney			\$ 388.50	
6/7/2018	Hearthstone design services			\$ 3,656.25	
6/14/2018	C. Fly Marine - marine engineer			\$ 28,000.00	
6/26/2018	C. Fly Marine - marine engineer			\$ 28,000.00	
06/30/218	Hearthstone design services			\$ 906.25	
6/30/2018	Dickinson attorney			\$ 55.50	
8/29/2018	Hearthstone - design services			\$ 875.00	
9/14/2018	Hearthstone - design services			\$ 656.25	
11/14/2018	Hearthstone - design services			\$ 656.25	
11/14/2018	J & K catering -consulting & research			\$ 1,087.40	
12/7/2018	Dickinson - attorney			\$ 1,369.00	
1/3/2019	Dickinson - attorney			\$ 55.50	
1/17/2019	Hearthstone - design services			\$ 2,125.00	
2/22/2019	Hearthstone - design services			\$ 1,500.00	
3/12/2019	Earthworm			\$ 4,000.00	
3/13/2019	J & K catering			\$ 1,240.08	
3/13/2019	Hearthstone			\$ 3,094.02	
3/13/2019	Ozone			\$ 312.50	
4/11/2019	Earthworm			\$ 2,000.00	
4/26/2019	Rich LaBombard travel to Miran iron works			\$ 264.33	
4/30/2019	Hearthstone design services			\$ 2,468.75	
4/30/2019	Showboat grant		\$ 1,300,000.00		
5/28/2019	Hearthstone design services			\$ 1,875.00	
6/19/2019	Red barn consignments		\$ 920.00		
	Ending Balance	\$ 500,000.00	\$ 1,300,920.00	\$ 105,490.34	\$ 1,695,429.66
8/7/2019	Red Barn consignments		656.00		
8/9/2019	Hearthstone May - July			3,062.50	
9/19/2019	Red Barn consignments		137.00		\$ 1,693,160.16
10/2/2019	Dickinson			1,258.00	
10/10/2019	Comprehensive engineering			2,829.00	
11/1/2019	Comprehensive engineering			16,800.00	
11/8/2019	Dickinson			1,453.40	
11/12/2019	C Fly Marine			21,500.00	
11/21/2019	Hearthstone			562.50	\$1,648,757.26
12/10/2019	Comprehensive engineering			14,716.50	
12/9/2019	Moran Iron Works 15901-1			22,670.55	
12/13/2019	Moran Iron Works 15929			5,463.33	
12/13/2019	Moran Iron Works 15930			18,484.15	
12/13/2019	Moran Iron Works 15931			14,857.04	1,572,565.69
1/2/2019	Moran Iron inv. 15949			25,680.82	

1/2/2019	Moran Iron Works Inv. 15950			18,258.36	
	9829.00 transferred to lctv for restrooms	9,829.00			
1/6/2020	Comprehensive engineering		9,000.00		\$1,529,455.51
1/10/2020	Chamber contribution eng. Drawings	5,000.00			
1/13/2020	C Fly Showboat Revisions ck 73858		10,000.00		
1/16/2020	Moran Iron Works ck 73890		11,306.02		
1/30/2020	Moran iron Works ck73953		6,683.40		
2/7/2020	Dickinson		703.00		
2/12/2020	Hearthstone		1,156.25		
2/14/2020	moran check 74006		10,593.90		
2/14/2020	Moran invoice check 74006		55,320.16		
2/14/2020	Moran		217.19		
2/25/2020	Dickinson		1,258.00		
3/9/2020	Hearthstone		1,406.25		
3/13/2020	Moran Iron Works check 74126		11,209.50		
3/13/2020	Moran Iron Works check 74126		29,319.45		
3/13/2020	Moran Iron Works ck 74126 inv 16071		9,119.32		
2/12/2020	Ending Balance	\$ 500,000.00	\$ 1,316,542.00		
4/2/2020	Michael Lynch		\$ 10,324.00		
4/16/2020	Comprehensive engineering check 74198		5,640.00		
4/17/2020	Moran Iron Works check 74232		60,672.23		
4/28/2020	Moran Iron Works check 74236		\$ 22,304.92		
4/30/2020	Moran Iron Works check 74251		26,838.90		
5/21/2020	Moran iron works check 74310		60,590.02		
5/28/2020	moran iron works check 74332		27,378.67		
5/31/2020	Grand Rapids Foundation	\$ 200,000.00			
6/24/2020	Moran iron works check 74435		81,041.40		
6/30/2020	Deposit State of Michigan	\$ 500,000.00			
6/30/2020	Deposit LCTV Grant	\$ 40,171.00			
7/8/2020	Moran Iron Works check 74467		53,490.15		
7/8/2020	Moran Iron Works check 74467		2,037.09		
7/8/2020	Moran Iron Works check 74467		65,995.20		
7/17/2020	Fence Consultants check 74485		\$ 3,900.00		\$1,172,414.33
7/17/2020	Moran Iron Works ck 74505		\$ 75,581.46		
7/22/2020	Lowell Light (temp electric)		\$ 100.00		
7/21/2020	Creative party bug showboat contr. From comedy show	\$ 1,000.00			
7/29/2020	Moran Iron works inv 16281		\$ 3,838.32		
7/29/2020	Moran Iron inv. 16280		\$ 32,768.10		
7/29/2020	Moran Iron Inv. 16279		\$ 57,632.40		
8/12/2020	Moran Iron Inv 16301		\$ 28,003.19		
8/12/2020	Moran Iron inv. 16303		\$ 20,697.36		
8/12/2020	Moran Iron inv. 16302		\$ 43,260.52		
		\$ 2,557,713.00	\$ 1,112,472.86		1,445,240.14



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: August 14, 2020
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager *MTB*
RE: Fireworks

The Chamber of Commerce is asking the City of Lowell to consider allowing for a drive-in fireworks display event. I met with them last Tuesday and suggested we speak to the City Council regarding this. They are planning on holding the event on Saturday October 10, 2020 in the evening. They would like to have the fireworks in the same location as they do always and allow for drive in opportunities at Stoney Lakeside Park and the Fairgrounds.

I know we had an event in July at the Fairgrounds that went relatively smooth and at the time I suggested it to them but I would want the Council to look into. I had Jessica Wood look into this matter and weighed in. She said, "Being an outdoor social gathering or organized event among people not part of the same household, it would be subject to the limitations of Executive Order 2020-160. Accordingly, it may not exceed 100 people. Technically, the inside of a vehicle is considered "indoors" so each vehicle could not exceed 10 people (think party busses or the like). At all times, even when outdoors, people not part of the same household must maintain six feet of distance from one another during the event. Given that this event is outdoors, no mask is required unless people are unable to consistently maintain a distance of six feet or more from individuals who are not members of their household."

There is a potential this event could be larger than 100 people and could be very difficult to enforce. That said, it might be possible to have the event if the Executive Orders are followed by the patrons. I would like Council to weigh in.



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: August 14, 2020
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager *MS*
RE: Ability Weavers request

We have been requested by Eric Bartkus to consider a road closure of Riverside Drive for Ability Weavers to host a weaving and fiber arts market on Saturday September 26, 2020. I have been informed they will follow all state requirements for outdoor events.

They are requesting the closure of Riverside Drive from near Main to Elm from 8:00 A.M. to 5:00 P.M.

We will require proper insurance documentation and special event permits. **I recommend the Lowell City Council approve the request for the road closure of Riverside Drive on Saturday September 26, 2020 from 8:00 A.M. to 5:00 P.M. as presented.**



Memorandum

DATE: August 12, 2020

TO: Michael Burns, City Manager

FROM: Daniel Czarnecki, Public Works Director

PUBLIC WORKS

RE: Amity St. – Engineering Design Services

Amity Street resurfacing has been on the short list of streets to repair for many years. It is a route to several industries, as well as to many homes, schools, churches, and a second route through the center part of the community. Its current condition is poor, especially along the southern half of the street.

Previous requests for outside funding to improve this street through MDOT type funds has been unsuccessful. Recently, however, the City was successful in obtaining a Community Development Block Grant for a portion of the work. This CBDG grant is in the amount of \$250,000, which is 50% of the anticipated construction costs. One reason this grant was successful was because the Downtown Development Authority had previously approved spending the maximum amount allowed on this project of \$142,857 for the portion within the DDA. This is a significant cost share portion of the project. The grant award point system has a portion that is based on cooperation and cost sharing by other parties. The remaining construction costs (approximately \$107,143) are the City's responsibility and would be funded from the Local Street fund.

I discussed the project with Dave Austin from Williams & Works. He has provided a scope of services to design and help the city bid out the project. Their services include soil borings, survey work to determine all aspects of the existing street, design of the work needed, and bidding assistance. Because of what we learned from the soil borings on the 2020 Street Paving Project, we feel several soil boings in each block will be most helpful in determining the extent the road gravel may need to be improved upon. It is our desire to be ready to start work as soon as school is out on summer break for 2021, with completion anticipated before school starts again in the fall.

Williams & Works has provided us with a quote of \$36,500 for their design services. This amount may be reduced if the soil borings indicate the roadway subsurface is adequate.

It is my recommendation: **That the Lowell City Council approve the Design Engineering Services quote for the Amity Street Resurfacing Design, as proposal by Williams & Works in their letter dated August 11, 2020, for the amount of \$36,500.00.**

williams&works

engineers | surveyors | planners

August 11, 2020

Mr. Dan Czarnecki,
Public Works Director
City of Lowell
301 E. Main Street
Lowell, MI 49331

RE: Amity Street - Street Resurfacing Design Engineering Services

Dear Mr. Czarnecki:

The City of Lowell is receiving a grant from the Community Development Block Grant (CDBG) program to assist in the resurfacing of Amity Street in 2021. Additional funding will come from the Downtown Development Authority as a portion of the street is located in the DDA. Since this street is a major feeder for several school facilities, it is proposed that the work be completed during the summer break between early June and late August of 2021.

This letter presents our proposed services to the City of Lowell for the necessary design engineering tasks.

Project Scope

The primary scope of the proposed construction project includes pavement resurfacing of Amity St. from Main St. to Suffolk St., approximately 2,200 ft. covering 7 blocks. The work area would include extending east and west into the intersections with Chatham St., Elm St., Spring St., and Mercer St. to the radius point of the curb (approximately 20 ft.). The intersections with Howard St., Elizabeth St. and Suffolk St. were completed as a part of the 2020 Street Improvements project, so are not necessary in the Amity St. project. Prior to proceeding with the resurfacing works, a spot sanitary sewer repair at the intersection of Amity and West Main Street will be performed per the SAW grant recommendations. No watermain work is currently anticipated as part of this project.

The basic scope of construction would include milling or removal of the existing pavement, replacement of any unsuitable sand and gravel base material, replacement of any failed concrete curb and gutter sections, improvements to existing drainage structures as needed, paving with new Hot Mix Asphalt (HMA) surface, and replacement of cross walk striping. Preliminary field visits to the streets indicate that the majority of the curb is in good condition.

In addition to the street resurfacing work, some sidewalk ramps will be upgraded to meet the current A.D.A. criteria given federal funds are being used for the work.

Design Engineering Services

- **Soil Borings** – We recommend that 15 soil borings be taken, covering each block section to verify the thickness of the HMA and make-up of the underlying base materials. This will help determine the proper resurfacing process and identify areas for potential base material upgrades.

- **Survey** – While the proposed work is primarily a resurfacing project, we recommend that a topographic survey be provided to identify features such as drive openings, utility castings, power poles, sidewalk ramps. This will aid in the bidding process and will be information available to the City for future utility and sidewalk work if needed. The survey limits would be from Right-of-Way to Right-of Way and all intersections.
- **Design** – Using the soil boring and survey information, we will prepare preliminary plans, specifications and estimate for the street resurfacing project for the construction scope outlined above. Once complete, we will review the documents in detail with City and CDBG staff. After review, we will address all comments and prepare final plans, specifications, contract documents and estimate ready for bidding.
- **Advertisement & Bidding** – In the CDBG process, Kent County will solicit the bids on behalf of the City of Lowell. We will organize the project with a proposed start date for construction of June 1, directly after school closes for the summer. We will assist Kent County in reviewing the bids received for accuracy. If necessary, we will check references on the lowest bidders and issue a letter to the City summarizing the bid results.

Schedule

Williams & Works can begin work on this project immediately upon authorization. We will pursue the design efforts this fall to allow the City to bid the project at their earliest convenience in the coming year.

Proposed Fee

We propose to provide the design engineering services as defined above for the Amity Street reconstruction project for the following fees:

<u>Amity Street Design Engineering Services -</u>	<u>\$36,500</u>
--	------------------------

Should the soil borings indicate a lesser effort may be feasible, we can work with the City to modify the scope and fee to fit within your desired expectations and budgets.

Thank you for this opportunity to be of service and please feel free to contact us should you have any questions.

Respectfully,

Williams & Works



Dave Austin, P.E.

cc: Mike Burns, City of Lowell

Summary of 2020 CDBG Funding Application Scoring Committee Results

This list represents the average score and final ranking of applications for 2020 CDBG Project Funding. The Community Development program uses this list to prioritize activities considered for the 2020 program year. If an activity is determined not to be eligible for CDBG funding, or is otherwise unable to move forward, the next activity on the list is considered for funding. Based on the anticipated HUD grant for 2020, \$750,000 has been budgeted for this year's program, resulting in the top eight requests being selected for partial or full funding.

RANK	Project Name	Applicant Name	CDBG Request	SCORE
1	Amity Street Reconstruction	City of Lowell	\$ 250,000.00	91.3
2	Sparta Recreational Sports Park Multi-Use Ball Field	Sparta Township	\$ 72,100.00	89.0
3	Sparta Recreational Sports Park Nature Trail	Sparta Township	\$ 139,500.00	86.3
4	Sparta Recreational Sports Park Playground and Pavilion	Sparta Township	\$ 71,000.00	84.0
5	60th/Ridgebrook/Eastport Sidewalks	Gaines Township	\$ 110,000.00	78.7
6	Exhaust Removal System	Tyrone Township	\$ 4,000.00	73.7
7	Tyrone Township Spring Clean-Up	Tyrone Township	\$ 5,500.00	72.3
8	Jaycee Park Phase 1	City of Kentwood	\$ 665,100.00	70.3
9	3rd Bay Addition for Grattan Fire Department Building	Grattan Township	\$ 86,240.00	68.0
10	Veterans Park Soccer Field Lighting	City of Kentwood	\$ 144,461.25	67.3
11	Recreational Facility Restroom ADA Compliance Upgrades	City of East Grand Rapids	\$ 6,600.00	67.0
11	4 Mile Road NW Sidewalk Hachmuth Dr. to Yorkland Dr.	Alpine Township	\$ 120,000.00	67.0
13	Street Furniture	Village of Sand Lake	\$ 34,392.43	66.3
14	South Main St. Parking Lot	Village of Kent City	\$ 150,000.00	65.0
15	Digital Signage	Village of Sand Lake	\$ 17,206.00	62.0
16	Fenced, Off-Leash Dog Park	Village of Sand Lake	\$ 20,657.31	60.7
17	Katrina/Gentian Sidewalks	City of Kentwood	\$ 30,195.00	58.0
18	Applewood/Countrywood Sidewalks	City of Kentwood	\$ 59,850.00	55.3
19	Restroom Renovation	Old School Community Center Foundation (Vlg. Of Casnovia)	\$ 50,000.00	50.7
20	Streetscape Project	Old School Community Center Foundation (Vlg. Of Casnovia)	\$ 10,000.00	30.7
21	Replace/Installation Windows/Doors	Old School Community Center Foundation (Vlg. Of Casnovia)	\$ 20,000.00	24.3

March	5	September	10
April	9	October	8 (Informational)
May	7 (Informational)	November	12
June	4	December	10

IT WAS MOVED BY REISTER and seconded by DEVORE to approve the 2020 Meeting dates including the information meeting dates.

YES: 6. NO: 0. ABSENT: 2. MOTION CARRIED.

b. Engineering for Riverside.

City Manager Michael Burns stated in the current fiscal year, funds are budgeted to reconstruct Riverside Drive from near Backwater Café to near Elm Street. This project is in the Downtown District and road improvements in the district are an allowable expense under the Downtown Development Authority statute. We received a proposal for design engineering for the reconstruction of Riverside Dr. This will allow for Williams and Works to survey, three soil borings, design engineering, developing bid specifications and administering the bid process for the project. The cost for these services is \$7,400. We are looking at tying this project in with a proposed project for Suffolk, Elizabeth and Howard Streets with the potential for reducing all overall costs. The project is planned to begin when school ends in the summer of June 2020.

IT WAS MOVED REISTER and seconded by WAKEMAN to approve a proposal for Williams and Works for design engineering for Riverside Drive at a cost not to exceed \$7,400.

YES: 6. NO: 0. ABSENT: 2. MOTION CARRIED.

c. Amity Street.

City Manager Michael Burns stated last fiscal year, the City submitted a Transportation Economic Development Fund grant to reconstruct Amity St. At the time, we asked the State of Michigan for \$250,000 or half the cost to reconstruct Amity. The City along with no other community in West Michigan received any funding from grants. The Kent County Community Development Block Grant (CDBG) application process has just begun and we are looking at submitting a grant for Amity. We intend to apply for half of the construction costs. This will require City to fund the remaining portion for the grant.

Burns continued, Amity St. from Main St. to Elm is in the Downtown Development Authority District. The total cost to reconstruct the seven blocks of Amity is approximately \$500,000. The most the DDA could fund of this project is \$142,857. This will be an important part of our grant application and alleviates the Local Street Fund from a portion of this expenditure and allows them to address other streets in the network. If the City received the grant, the window to complete the project is from August 2020 until April 2021. The project will be budgeted for the 2021 Fiscal Year.

IT WAS MOVED BY WAKEMAN and seconded by DEVORE to set aside funds to pave Amity Street from Main St. to Elm Street in conjunction with the reconstruction of Amity St.

YES: 6. NO: 0. ABSENT: 2. MOTION CARRIED.



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: August 14, 2020
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager *MB*
RE: Water billing late fees

Since the COVID-19 pandemic began in March, the City has not issued late fees for not meeting water billing deadlines. When I presented this item on how you wanted to handle further, the council agreed to continue waive fees in April but asked that I bring back the issue in May. I was then told the City Council would like to review this in August.

I have been informed we have a number of people utilizing a payment plan to address their bills. As of the July 20, 2020 water billing deadline, we have 65 accounts past due. This is not a very high number for the City. As a lot of times people wait two months and then pay so they can use their credit card.

As Manager, this has not been a terrible issue for us. Under Governor Whitmer's Executive Order 2020-144 we are not allowed currently to conduct water shutoffs until 11:59 P.M. on December 31, 2020.

There is also the option of reinstituting the fee. I can see arguments for both side of the debate on the issue. I don't want to create a system to reward people to not follow their obligations. That said, City Administration will stand ready to follow any course of action provided.



LOWELL CITY COUNCIL MEMORANDUM

DATE: August 14, 2020
TO: Mayor DeVore and the City Council
FROM: Michael T. Burns, City Manager *MB*
RE: Resolution 18-20 – Proclaiming,
Thursday, September 3, 2020 as Pink
Arrow Pride Day – Arrow Force XIII.

For the 13th straight year, the Lowell High School sports teams have initiated the cancer awareness and fund raising event called Pink Arrow Pride Day to be held on Thursday, September 3, 2020. The players will wear pink jerseys in games being held that day. Funds are being raised for Gilda's Club of Lowell and Lowell Community Wellness for Pink Arrow Family Support.

Recommended Motion: That the Lowell City Council adopt Resolution 18-20 proclaiming Thursday, September 3, 2020 as Pink Arrow Pride Day – Arrow Force XIII in the City of Lowell.

**CITY COUNCIL
CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 18 - 20

**RESOLUTION PROCLAIMING THURSDAY, SEPTEMBER 3, 2020
AS PINK ARROW PRIDE DAY - ARROW FORCE XIII
IN THE CITY OF LOWELL**

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

WHEREAS, *many have been afflicted and battling cancer and breast cancer in particular; and*

WHEREAS, *the Lowell High School football team, volleyball team, and soccer team, will once again compete against this disease with each player wearing pink for games on Thursday, September 3, 2020; and*

WHEREAS, *the Lowell community is encouraged to buy and wear Pink Arrow Force XIII t-shirts to support Gilda's Club of Lowell, Lowell Community Wellness for Pink Arrow Family Support, the Dr. Don Gerard Medical Scholarship and the Kathy Talus Scholarship.*

NOW, THEREFORE, BE IT RESOLVED, *that the Lowell City Council recognize Friday, September 3, 2020 as 'Pink Arrow Pride Day Arrow Force XIII and further to encourage all Lowell Community residents to participate in this event by purchasing pink T-shirts and attending the game.*

YEAS: Councilmembers _____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: August 17, 2020

Susan Ullery, City Clerk

CERTIFICATION

I, the undersigned duly qualified and acting Clerk of the City of Lowell, Kent County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on August 17, 2020, the original of which is on file in my office and 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.

IN WITNESS WHEREOF, *I have affixed my official signature the 17th day of August, 2020.*

Susan Ullery, City Clerk

Memorandum



To: Lowell City Council
From: Steve Donkersloot
Date: August 14, 2020
Re: Lowell Area Schools Easement Acceptance

At the August LL&P Board Meeting, the LL&P Board approved and recommended to the City Council (for final approval) a Utility Easement Agreement with Lowell Area Schools (LAS). The Agreement, which is included in your packet, will allow LL&P to install electrical infrastructure for the LAS' Middle and Bushnell School's construction/renovation projects. In addition, the new infrastructure will be used for future voltage conversion projects as part of LL&P's System Improvement Plan.

It is the LL&P Board's recommendation for the City Council to approve the Utility Easement Agreement with Lowell Area Schools.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 19-20

**RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A UTILITY EASEMENT AGREEMENT
WITH LOWELL AREA SCHOOLS**

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

WHEREAS, the City, through its Department of Light and Power (“LL&P”), is installing overhead and underground electric and communications infrastructure and related appurtenances south of Foreman Street, east of the C & O Railroad, and west of Amity Street in the City (the “Improvements”); and

WHEREAS, it is necessary that the City obtain an easement over a portion of property owned by Lowell Area Schools (the “Grantor”) for the Improvements; and

WHEREAS, the Grantor is willing to provide said easement pursuant and subject to the terms and conditions of a Utility Easement Agreement (the “Agreement”) between it and the City; and

WHEREAS, the Lowell Board of Light and Power has reviewed and recommended approval of the Agreement.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Agreement in the form presented at this meeting is approved with such modifications not materially adverse to the City approved as to content by the Manager of LL&P and as to form by the City Attorney.
2. That the Mayor and City Clerk are authorized and directed to execute the approved Agreement for and on behalf of the City.

3. That once the Agreement is executed by the Grantor and the City, the City Clerk shall cause the fully executed Agreement to be recorded with the Kent County, Michigan Register of Deeds.

4. That all resolutions or parts of resolutions, to the extent of any conflict herewith, are hereby rescinded.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: August 17, 2020

Susan Ullery, City Clerk

CERTIFICATION

I, the undersigned Clerk of the City of Lowell, Michigan (the "City"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City at a regular meeting held on August 17, 2020, 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: August 17, 2020

Susan Ullery, City Clerk

UTILITY EASEMENT AGREEMENT

THIS UTILITY EASEMENT AGREEMENT (the "Agreement") is entered into as of _____, 2020, by **LOWELL AREA SCHOOLS** a Michigan public school (the "Grantor"), whose address is 300 High Street, Lowell, Michigan 49331 and the **CITY OF LOWELL**, a Michigan municipal corporation (the "City"), with offices at 301 E. Main Street, Lowell, Michigan 49331.

WITNESSETH:

WHEREAS, the Grantor is the owner of real property in the City is described in the attached Exhibit A (the "Real Property"); and

WHEREAS, the City, through its Department of Light and Power ("LL&P") desires to construct, operate, repair, maintain, relocate, alter and replace an overhead and underground electric and communications infrastructure and related appurtenances which requires an easement within a portion of the Real Property as described and identified in the attached Exhibit B (the "Easement"); and

WHEREAS, subject to the terms and conditions of this Agreement the Grantor is willing to grant to the City the Easement.

NOW, THEREFORE, the Grantor and the City agree as follows:

1. For and in consideration of One Dollar (\$1.00) the receipt of which is hereby acknowledged, the Grantor does hereby grant the Easement to the City.
2. The Easement shall be for the construction, operation, repair, maintenance, relocation, alteration and replacement of an overhead and underground electric and communications infrastructure and related appurtenances (the "Improvements").
3. Subject to the following terms and conditions, the City shall have the right to utilize the Easement for the purposes set forth in paragraph 2 above:
 - a. Any and all work shall be performed by the City, or others as authorized by LL&P, so as not to unreasonably interfere with the use of the remainder of the Real Property by the Grantor and, except as otherwise provided in this Agreement, without cost to the Grantor.

b. Upon completion of any such work and subject to the continued location of the Improvements, the City through LL&P will restore or cause the restoration of the surface of the Easement and the Real Property to the same condition as it was prior to such construction, repair, maintenance, reconstruction, alteration or replacement of the Improvements, provided that the Grantor shall be responsible at her costs for any repairs for damage due to any fixed structures constructed within the Easement after the date of this Agreement unless such damage is a result of the negligent acts or omissions of the City, its agents, employees, representatives, contractors or others authorized by LL&P, in which case said restorations shall be made or caused to be made and paid for by the City through LL&P

c. The City shall, through LL&P, at all times provide or cause to provide for the proper safety and maintenance of all equipment and ancillary items within the Easement belonging to the City or others authorized by LL&P.

d. The Improvements located within the Easements shall at all times be kept in compliance by the City with all applicable laws and codes and also the National Electric Safety Code, the Michigan Electric Code or the safety regulations of LL&P or the Michigan Occupational Safety and Health Administration.

e. Once the Improvements have been constructed or installed within the Easement, the surface elevation over or under such Improvements shall not be altered by more than six inches without the prior written approval of the Grantor.

f. The Grantor shall not hereafter install any building or structure within the Easement without the prior consent of the City, which approval shall not be unreasonably withheld. If the proposed building or structure by the Grantor would likely interfere with the City's proper use of the Easement, that would be justification for the City to refuse to approve any such building or structure.

4. To the extent permitted by law, the City shall fully indemnify, save, reimburse, and hold harmless the Grantor for, from and against any and all costs, liabilities, and claims, including reasonable attorneys' fees and costs, for damages to real and personal property and injuries and/or death suffered by persons in any manner caused by or arising out of or in any way connected with the negligent acts or negligent failure to act of the City and its employees, agents, contractors or others authorized by LL&P in connection with the Improvements or the negligent presence or actions of the City or its employees, agents, contractors or others authorized by LL&P upon the Easement or the Real Property.

5. The Grantor and its successors and assigns retain all other property rights within the Easement after the date of this Agreement provided the exercise of such rights does not limit or impair the City's rights as set forth in this Agreement.

By: _____
Michael DeVore, Mayor

Attest: _____
Susan Ullery, City Clerk

On this ____ day of _____, 2020, before me, a Notary Public in and for said County, personally appeared Michael DeVore and Susan Ullery, the Mayor and City Clerk, respectively, of the City of Lowell, to me known to be the same persons who signed and acknowledge the same to be their free act and deed.

Prepared by:
Richard A. Wendt
Dickinson Wright PLLC
200 Ottawa Avenue, N.W., Suite 1000
Grand Rapids, Michigan 49503

EXHIBIT A

Real Property

TAX PARCEL #41-20-02-152-003
THAT PART OF SW 1/4 NW 1/4 LYING E OF
E LINE OF C&O RR R/W /100 FT WIDE/ EX
COM AT NW COR OF LOT 8 BLK 31
RICHARDS & WICKHAM'S PLAT TH S TO SW
COR OF LOT 1 BLK 31 TH NWLY PAR E
LINE OF BLK 31 264 FT M/L TO N LINE OF
BLK 31 EXT SWLY TH NELY ALONG SD EXT
LINE 72 FT TO BEG & EX N 263 FT OF E
170 FT * SEC 2 T6N R9W 28.77 A. * ALSO
BLOCK 30 * RICHARDS & WICKHAM'S PLAT

EXHIBIT B

Easement

Map of Survey for: Lowell Light & Power
Date: July 8, 2020 No. 219108.03

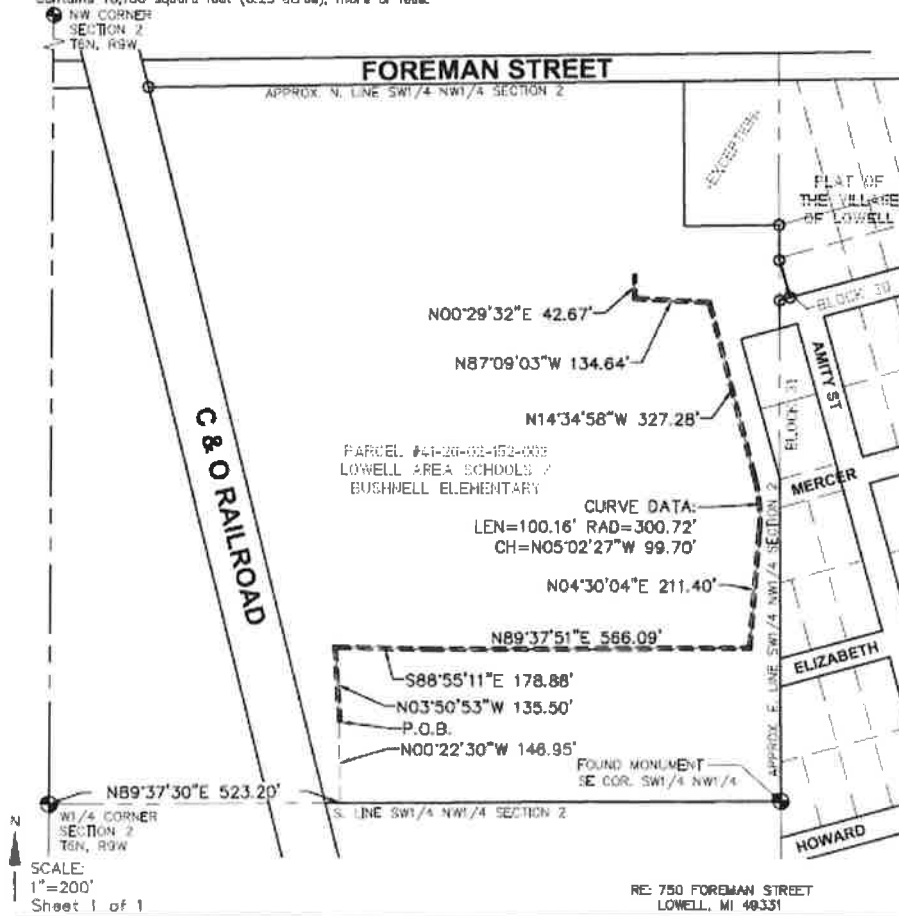
State of Michigan
Kent County Register of Deeds
This Survey was received for record
on the _____ day of _____, 20__ at _____ M
recorded in Liber _____ of surveys, Page _____

DESCRIPTION: (PROPOSED 8' WIDE UTILITY EASEMENT)

A 8.00 foot wide easement for utility purposes over part of the Southwest 1/4 of the Northwest 1/4 of Section 2, Township 6 North, Range 9 West, City of Lowell, Kent County, Michigan, the centerline of which is described as:

Commencing at the West 1/4 corner of said Section 2; thence North 89°37'30" East 523.20 feet along the South line of said Southwest 1/4 of the Northwest 1/4; thence North 00°22'30" West 146.95 feet to THE PLACE OF BEGINNING OF THIS CENTERLINE DESCRIPTION; thence North 03°50'53" West 135.50 feet; thence South 88°55'11" East 178.88 feet; thence North 89°37'51" East 566.09 feet; thence North 04°30'04" East 211.40 feet; thence Northwest 100.16 feet along a 300.72 foot radius curve to the left, having a chord bearing North 05°02'27" West 99.70 feet; thence North 14°34'58" West 327.28 feet; thence North 87°09'03" West 134.64 feet; thence North 00°29'32" East 42.67 feet to the place of ending of this centerline description. The side lines of said 8.00 foot wide easement to be extended or shortened to meet at angle points.

Contains 10,180 square feet (0.23 acres), more or less.



I hereby certify that I have surveyed and mapped the parcel(s) herein described and that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying and that all the requirements of P.A. 132 of 1970, as amended, have been complied with.

- LEGEND
- MONUMENT
 - IRON STAKE
 - FENCE LINE
 - R RECORDED DIMENSION
 - D DEED DIMENSION
 - M MEASURED DIMENSION
 - CENTER LINE
 - ROAD STAKE
 - POWER POLE

This survey was made from the above legal description which was given to us as a complete description of the property. Both map and description should be compared with the abstract title or The Policy for any exceptions, adjustments or differences in description.

williams&works
engineers (surveyors) planners
616.234.1080 phone • 616.224.1501 fax
540 Collins Ave SE • Grand Rapids, MI 49503

By _____
PROFESSIONAL SURVEYOR

Dept. of Public Works, City of Lowell

217 S. Hudson

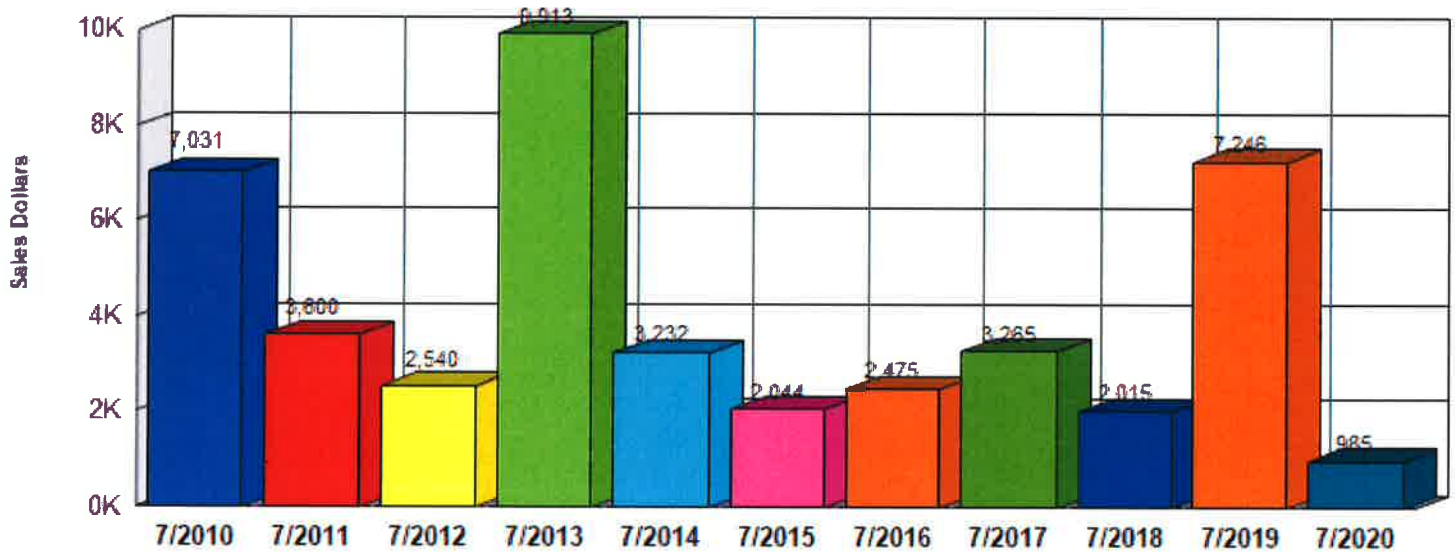
Lowell, MI. 49331

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

Sales By Selected Month For The Month Of July

Report Date: 08/10/2020

<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>
7/2010	439.45	16	7,031.16	271.06	4,337.00	162.39	2,598.31
7/2011	211.75	17	3,599.78	124.42	2,115.16	81.51	1,385.61
7/2012	362.80	7	2,539.58	135.00	945.00	221.09	1,547.63
7/2013	660.85	15	9,912.81	280.74	4,211.15	372.25	5,583.76
7/2014	404.01	8	3,232.08	245.63	1,965.00	149.37	1,194.93
7/2015	227.12	9	2,044.11	164.67	1,482.00	57.04	513.36
7/2016	190.41	13	2,475.36	154.01	2,002.08	32.94	428.28
7/2017	544.13	6	3,264.79	363.79	2,182.76	172.31	1,033.83
7/2018	154.99	13	2,014.85	93.88	1,220.40	58.01	754.10
7/2019	658.75	11	7,246.27	639.01	7,029.11	10.81	118.88
7/2020	246.35	4	985.40	226.99	907.96	9.64	38.57
Totals:		119	44,346.19		\$28,397.62		\$15,197.26



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

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI 49331

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

Posted Totals by Invoice Number

Report Date: 08/10/2020

Period From: 07/01/2020 To: 07/31/2020

Invoice Number	Date	Name	Tax	Total	Balance Due
001566	07/01/2020	Equipment	0.00	220.47	157.50
001570	07/07/2020	Equipment	0.00	445.69	157.50
001571	07/29/2020	Equipment	0.00	186.17	157.50
001572	07/28/2020	Equipment	0.00	133.07	157.50
Grand Totals:			0.00	985.40	630.00
Number of Invoices:		4	* - Indicates a Counter Sale		
Averages:				\$246.35	157.50

**LOWELL POLICE DEPARTMENT
MONTHLY REPORT SUMMARY
CALENDAR YEAR 2020**

Complaint Book Total	203	369	512	628	752	944	1136						
Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Total Arrests	12	13	10	0	7	1	7						54
Alcohol (MIP/Open Intox)	2	0	0	0	0	1	0						3
Drug Law Violations	0	0	0	0	0	0	0						0
Drunk Driving	1	2	1	0	2	2	0						8
Suspended License	0	4	2	0	2	0	3						11
Warrant Arrest	4	2	4	0	2	1	3						16
Other Arrests	5	5	3	0	1	1	1						16
Assault	5	0	0	0	1	0	0						6
Assault (Civil/Verbal)	2	5	3	6	1	4	11						32
Assault (Domestic)	4	0	5	1	4	4	1						19
Assist from Other Agency	13	9	6	2	13	13	1						46
Assist to Other Agency	14	20	18	17	26	17	24						136
Assist to Citizen	17	26	15	11	14	26	28						137
Breaking & Entering	1	0	0	1	1	2	0						5
Disorderly Conduct	3	4	1	6	1	1	4						20
Dog/Animal	5	2	5	0	3	1	2						18
Larceny	4	2	2	5	4	6	3						26
Malicious Destruction	0	2	2	1	0	0	3						8
Motorist Assist	9	6	3	2	5	7	2						34
Ordinance Violations	10	6	6	4	2	9	3						40
Accident Total	8	9	5	6	4	3	7						42
{Property Damage}	8	6	5	6	4	2	6						37
{Personal Injury}	0	3	0	0	0	1	1						5
Citations Issued	38	47	15	0	30	6	25						161
Traffic Stops: Warned	109	101	55	4	9	36	95						409
Total # of Traffic Stops	147	130	62	2	38	40	129						548

**MONTHLY COMPARISON TOTALS
FOR THE YEARS 2019 AND 2020**

ACTIVITY	JULY	2019 YEAR-TO-DATE	JULY	2020 YEAR-TO-DATE
Total Arrests	19	105	7	54
Alcohol (MIP/Open Intox)	2	5	0	3
Drug Law Violations	0	5	0	0
Drunk Driving	2	11	0	8
Suspended License	0	8	3	11
Warrant Arrest	7	42	3	16
Other Arrests	8	34	1	16
Assault	2	9	0	6
Assault (Verbal)	4	24	11	32
Assault (Domestic)	0	6	1	19
Assist from Other Agency	15	74	1	46
Assist to Other Agency	12	85	24	134
Assist to Citizen	23	221	28	137
Breaking & Entering	3	12	0	5
Disorderly Conduct	8	27	4	20
Dog Complaints	2	21	2	18
Larceny	13	54	3	26
Malicious Destruction	2	15	3	8
Motorist Assist	11	72	2	34
Ordinance Violations	8	28	3	40
Accident Total	11	61	7	42
{Property Damage}	9	56	6	37
{Personal Injury}	2	5	1	5
Citations Issued	25	185	25	161
Traffic Stops: Warned	80	596	95	409
# of Traffic Stops Made	98	717	129	548
TOTAL COMPLAINTS	204	1277	192	1136

**ASSIST TO OTHER AGENCIES
JULY 2020**

20-0954	7/3/2020	DOMESTIC	KENT COUNTY	ASSIST	LOWELL TWP
20-0959	7/4/2020	WELFARE CHECK	KENT COUNTY	ASSIST	VERGENNES TWP
20-0970	7/6/2020	DISORDERLY	KENT COUNTY	ASSIST	VERGENNES TWP
20-0971	7/7/2020	ALARM	KENT COUNTY	BACK-UP	LOWELL TWP
20-0975	0707/20	SUSPICIOUS	KENT COUNTY	ASSIST	LOWELL TWP
20-1000	7/11/2020	SUICIDAL THREATS	BARRY COUNTY	ASSIST	LOWELL TWP
20-1005	7/12/2020	ALARM	KENT COUNTY	BACK-UP	LOWELL TWP
20-1009	7/13/2020	DOMESTIC	KENT COUNTY	ASSIST	LOWELL TWP
20-1015	7/14/2020	ALARM	KENT COUNTY	BACK-UP	LOWELL TWP
20-1028	7/15/2020	DOMESTIC	KENT COUNTY	ASSIST	LOWELL TWP
20-1033	7/15/2020	WELFARE CHECK	KENT COUNTY	ASSIST	LOWELL TWP
20-1057	7/20/2020	PD ACCIDENT	KENT COUNTY	ASSIST	VERGENNES TWP
20-1059	7/21/2020	SUICIDAL THREATS	KENT COUNTY	ASSIST	LOWELL TWP
20-1061	7/21/2020	ALARM	KENT COUNTY	BACK-UP	LOWELL TWP
20-1066	7/21/2020	FIREWORK COMPLAINT	KENT COUNTY	ASSIST	LOWELL TWP
20-1067	7/21/2020	RECKLESS DRIVER	KENT COUNTY	ASSIST	LOWELL TWP
20-1086	7/24/2020	ATTEMPT TO LOCATE	KENT COUNTY	ASSIST	CITY OF LOWELL
20-1090	7/24/2020	DISORDERLY	KENT COUNTY	ASSIST	LOWELL TWP
20-1091	7/25/2020	ALARM	KENT COUNTY	BACK-UP	LOWELL TWP
20-1101	7/26/2020	SHOTS COMPLAINT	KENT COUNTY	ASSIST	LOWELL TWP
20-1116	7/28/2020	RECKLESS DRIVER	KENT COUNTY	ASSIST	LOWELL TWP
20-1124	7/30/2020	ALARM	KENT COUNTY	ASSIST	LOWELL TWP
20-1131	7/30/2020	ALARM	KENT COUNTY	ASSIST	LOWELL TWP
20-1136	7/31/2020	SUSPICIOUS VEHICLE	KENT COUNTY	ASSIST	LOWELL TWP

**AGENCIES ASSISTING LOWELL PD
JULY 2020**

20-1046	7/18/2020	HARRASSMENT	KENT COUNTY	ASSISTED
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Lowell Area Fire and
Emergency Services Authority
Lowell Area Fire Department
315 S. Hudson St. Lowell, MI 49331
616-897-7354

Wednesday, August 05, 2020

Fire Authority Board:

We responded to 64 total incidents for the month of July.

We are continuing to follow county, state and CDC guidelines for COVID-19.

We will be meeting with the county in July to start specking the new truck. This meeting was canceled by the county pending the new chief.

The three members we have taking the medical training have all passed the class. Next is the national registry.

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 8/3/2020 8:12:00 AM



Incident Count per User-Defined Fields for Date Range

Start Date: 07/01/2020 | End Date: 07/31/2020

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)	
0	63
4	1
USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)	
0	63
50	1
USER-DEFINED FIELD: Hose 3 inch Feet used (Required)	
0	64
USER-DEFINED FIELD: Hose 5 inch feet used (Required)	
0	64
USER-DEFINED FIELD: Hand Tools Used (Required)	
0	57
1 chain saw	1
1 TIC	1
2 flashlights, TIC	1
broom, halogen, cutters	1
TIC	3
USER-DEFINED FIELD: Rescue Tools Used (Required)	
0	64
USER-DEFINED FIELD: Water used (gal) (Required)	
0	62
1900	1
30	1
USER-DEFINED FIELD: LUCAS (Required)	
NO	63
Yes	1

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 8/3/2020 8:10:29 AM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 07/01/2020 | End Date: 07/31/2020

ZONE	INCIDENT COUNT	MAN-HOURS
City of Lowell - City	29	27:37
Lowell Township - Lowell Township	19	17:37
Vergennes Township - Vergennes Township	16	35:36
TOTAL	64	80:50

NOTE that this report takes into consideration ONLY those Personnel that are associated with an Apparatus, and that only Reviewed incidents are included in the counts.



**EMERGENCY
REPORTING**

emergencyreporting.com

Doc Id: 1306

Page # 1

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 8/3/2020 8:00:05 AM



Basic Incident Info with Number of Responding Apparatus and Personnel for Date Range

Start Date: 07/01/2020 | End Date: 07/31/2020

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
07/01/2020	2020-400		444 - Power line down		Vergennes Township - Vergennes Township	2	5
07/01/2020	2020-401		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	3	9
07/01/2020	2020-402		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	9
07/02/2020	2020-404		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	3
07/03/2020	2020-405		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	4
07/04/2020	2020-406		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	5
07/04/2020	2020-407		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	8
07/05/2020	2020-408		131 - Passenger vehicle fire		Vergennes Township - Vergennes Township	4	11
07/05/2020	2020-409		745 - Alarm system activation, no fire - unintentional		City of Lowell - City	4	10
07/05/2020	2020-410		730 - System malfunction, other		City of Lowell - City	2	7
07/06/2020	2020-411		118 - Trash or rubbish fire, contained		City of Lowell - City	3	4
07/06/2020	2020-412		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	3	4
07/06/2020	2020-413		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	3
07/07/2020	2020-414		611 - Dispatched & cancelled en route		City of Lowell - City	1	8
07/09/2020	2020-415		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	5
07/09/2020	2020-416		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	3
07/10/2020	2020-417		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	4
07/10/2020	2020-418		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	4

Only REVIEWED incidents included.

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
07/10/2020	2020-419		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	4
07/11/2020	2020-420		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	7
07/11/2020	2020-421		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	3	7
07/11/2020	2020-422		444 - Power line down		City of Lowell - City	2	6
07/12/2020	2020-423		611 - Dispatched & cancelled en route		Vergennes Township - Vergennes Township	1	4
07/12/2020	2020-424		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	3
07/13/2020	2020-425		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	2
07/13/2020	2020-426		412 - Gas leak (natural gas or LPG)		Vergennes Township - Vergennes Township	2	3
07/14/2020	2020-427		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	2
07/15/2020	2020-428		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	2
07/15/2020	2020-429		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	4
07/15/2020	2020-430		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	5
07/16/2020	2020-431		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	3
07/16/2020	2020-432		611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1	3
07/17/2020	2020-433		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	4
07/18/2020	2020-434		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	3
07/18/2020	2020-435		444 - Power line down		Lowell Township - Lowell Township	1	3
07/18/2020	2020-436		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	3	6
07/21/2020	2020-438		611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1	4
07/21/2020	2020-439		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	7
07/21/2020	2020-440		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	6

Only REVIEWED incidents included.

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
07/21/2020	2020-441		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	6
07/22/2020	2020-442		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	2
07/22/2020	2020-443		111 - Building fire		City of Lowell - City	3	7
07/22/2020	2020-444		440 - Electrical wiring/equipment problem, other		City of Lowell - City	4	7
07/22/2020	2020-445		444 - Power line down		City of Lowell - City	1	4
07/22/2020	2020-446		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	4
07/23/2020	2020-447		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	2
07/23/2020	2020-448		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	7
07/24/2020	2020-449		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	2
07/24/2020	2020-450		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	2
07/26/2020	2020-451		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	4
07/26/2020	2020-452		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	6
07/26/2020	2020-453		733 - Smoke detector activation due to malfunction		City of Lowell - City	1	6
07/26/2020	2020-454		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	4
07/27/2020	2020-455		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	3
07/28/2020	2020-456		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	3
07/28/2020	2020-457		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	8
07/29/2020	2020-458		600 - Good intent call, other		City of Lowell - City	1	3
07/29/2020	2020-459		311 - Medical assist, assist EMS crew		Lowell Township - Lowell Township	1	4
07/30/2020	2020-460		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	4
07/30/2020	2020-461		600 - Good intent call, other		Lowell Township - Lowell Township	2	6
07/30/2020	2020-463		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	3

Only REVIEWED incidents included.

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
07/31/2020	2020-464		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	2
07/31/2020	2020-465		311 - Medical assist, assist EMS crew		City of Lowell - City	1	2
07/31/2020	2020-466		611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1	4

TOTAL # INCIDENTS: 64

Only REVIEWED incidents included.

CITY OF LOWELL
REPORT FOR : JULY
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 33.0021 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: JULY TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 472.08 HOURS, WHICH RESULTED IN
606 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 120.07

ELECTRICAL COST PER MILLION GALLONS: \$ 191.41

TOTAL COST PER MILLION GALLONS: \$ 311.48

WATER PRODUCTION

DAILY AVERAGE: 1.065 MILLION GALLONS

DAILY MAXIMUM: 1.512 MILLION GALLONS

DAILY MINIMUM: 0.806 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 15.228 HOURS PER DAY.

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,095,381.37	110,990.77	110,990.77	1,984,390.60	5.30
STATE	STATE GRANTS	348,250.00	0.00	0.00	348,250.00	0.00
LICPER	LICENSES AND PERMITS	62,918.00	825.00	825.00	62,093.00	1.31
CHARGES	CHARGES FOR SERVICES	372,183.00	6,666.50	6,666.50	365,516.50	1.79
OTHER	OTHER REVENUE	17,100.00	1,029.10	1,029.10	16,070.90	6.02
INT	INTEREST AND RENTS	15,100.00	0.00	0.00	15,100.00	0.00
TRANSIN	TRANSFERS IN	308,632.00	0.00	0.00	308,632.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	14,108.00	2,902.88	2,902.88	11,205.12	20.58
FINES	FINES AND FORFEITURES	6,550.00	544.50	544.50	6,005.50	8.31
TOTAL REVENUES		3,240,222.37	122,958.75	122,958.75	3,117,263.62	3.79
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	20,644.65	97.38	97.38	20,547.27	0.47
172	MANAGER	216,291.41	12,941.70	12,941.70	203,349.71	5.98
191	ELECTIONS	12,888.00	128.72	128.72	12,759.28	1.00
209	ASSESSOR	59,620.00	5,707.88	5,707.88	53,912.12	9.57
210	ATTORNEY	65,000.00	0.00	0.00	65,000.00	0.00
215	CLERK	144,683.01	10,417.77	10,417.77	134,265.24	7.20
253	TREASURER	242,848.98	15,670.35	15,670.35	227,178.63	6.45
265	CITY HALL	144,514.70	9,740.97	9,740.97	134,773.73	6.74
276	CEMETERY	140,290.28	9,426.48	9,426.48	130,863.80	6.72
294	UNALLOCATED MISCELLANEOUS	7,000.00	117,031.00	117,031.00	(110,031.00)	1,671.87
301	POLICE DEPARTMENT	888,863.15	66,710.65	66,710.65	822,152.50	7.51
305	CODE ENFORCEMENT	0.00	8,049.87	8,049.87	(8,049.87)	100.00
336	FIRE	121,534.51	28,973.12	28,973.12	92,561.39	23.84
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	55,427.06	2,562.75	2,562.75	52,864.31	4.62
426	EMERGENCY MANAGEMENT	0.00	12,145.42	12,145.42	(12,145.42)	100.00
441	DEPARTMENT OF PUBLIC WORKS	305,565.85	18,638.53	18,638.53	286,927.32	6.10
442	SIDEWALK	3,944.19	16.29	16.29	3,927.90	0.41
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	0.00	0.00	0.00	0.00	0.00
747	CHAMBER/RIVERWALK	6,500.00	178.96	178.96	6,321.04	2.75
751	PARKS	173,003.67	19,763.96	19,763.96	153,239.71	11.42
757	SHOWBOAT	500.00	50.68	50.68	449.32	10.14
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	5,000.00	0.00	0.00	5,000.00	0.00
790	LIBRARY	74,342.11	3,560.51	3,560.51	70,781.60	4.79
803	HISTORICAL DISTRICT COMMISSION	0.00	0.00	0.00	0.00	0.00
804	MUSEUM	48,658.06	2,049.39	2,049.39	46,608.67	4.21
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	488,632.00	0.00	0.00	488,632.00	0.00
TOTAL EXPENDITURES		3,225,751.63	343,862.38	343,862.38	2,881,889.25	10.66
TOTAL REVENUES		3,240,222.37	122,958.75	122,958.75	3,117,263.62	3.79
TOTAL EXPENDITURES		3,225,751.63	343,862.38	343,862.38	2,881,889.25	10.66
NET OF REVENUES & EXPENDITURES		14,470.74	(220,903.63)	(220,903.63)	235,374.37	1,526.55

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	277,784.00	0.00	0.00	277,784.00	0.00
INT	INTEREST AND RENTS	500.00	0.00	0.00	500.00	0.00
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		278,284.00	0.00	0.00	278,284.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	265,000.00	111,395.62	111,395.62	153,604.38	42.04
463	MAINTENANCE	57,052.13	1,380.17	1,380.17	55,671.96	2.42
474	TRAFFIC	10,868.32	3,691.91	3,691.91	7,176.41	33.97
478	WINTER MAINTENANCE	64,916.26	378.22	378.22	64,538.04	0.58
483	ADMINISTRATION	16,944.00	0.00	0.00	16,944.00	0.00
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		414,780.71	116,845.92	116,845.92	297,934.79	28.17
TOTAL REVENUES		278,284.00	0.00	0.00	278,284.00	0.00
TOTAL EXPENDITURES		414,780.71	116,845.92	116,845.92	297,934.79	28.17
NET OF REVENUES & EXPENDITURES		(136,496.71)	(116,845.92)	(116,845.92)	(19,650.79)	85.60

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	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
OTHER	OTHER REVENUE	116,029.65	0.00	0.00	116,029.65	0.00
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		296,129.65	0.00	0.00	296,129.65	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	274,500.00	90,302.58	90,302.58	184,197.42	32.90
463	MAINTENANCE	90,148.56	3,760.47	3,760.47	86,388.09	4.17
474	TRAFFIC	11,804.65	1,635.36	1,635.36	10,169.29	13.85
478	WINTER MAINTENANCE	88,869.47	681.51	681.51	88,187.96	0.77
483	ADMINISTRATION	19,662.00	0.00	0.00	19,662.00	0.00
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		484,984.68	96,379.92	96,379.92	388,604.76	19.87
TOTAL REVENUES		296,129.65	0.00	0.00	296,129.65	0.00
TOTAL EXPENDITURES		484,984.68	96,379.92	96,379.92	388,604.76	19.87
NET OF REVENUES & EXPENDITURES		(188,855.03)	(96,379.92)	(96,379.92)	(92,475.11)	51.03

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
OTHER	OTHER REVENUE	25,000.00	0.00	0.00	25,000.00	0.00
INT	INTEREST AND RENTS	50.00	0.00	0.00	50.00	0.00
TOTAL REVENUES		25,050.00	0.00	0.00	25,050.00	0.00
Expenditures						
000		25,000.00	0.00	0.00	25,000.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
TOTAL REVENUES		25,050.00	0.00	0.00	25,050.00	0.00
TOTAL EXPENDITURES		25,000.00	0.00	0.00	25,000.00	0.00
NET OF REVENUES & EXPENDITURES		50.00	0.00	0.00	50.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	600,000.00	35,500.00	35,500.00	564,500.00	5.92
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	2,500.00	0.00	0.00	2,500.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		602,500.00	35,500.00	35,500.00	567,000.00	5.89
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	176,250.00	72,235.19	72,235.19	104,014.81	40.98
463	MAINTENANCE	113,716.73	7,888.08	7,888.08	105,828.65	6.94
483	ADMINISTRATION	63,273.22	5,731.95	5,731.95	57,541.27	9.06
740	COMMUNITY PROMOTIONS	75,000.00	0.00	0.00	75,000.00	0.00
906	DEBT SERVICE	34,263.28	34,263.28	34,263.28	0.00	100.00
965	TRANSFERS OUT	325,972.00	0.00	0.00	325,972.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		788,475.23	120,118.50	120,118.50	668,356.73	15.23
TOTAL REVENUES		602,500.00	35,500.00	35,500.00	567,000.00	5.89
TOTAL EXPENDITURES		788,475.23	120,118.50	120,118.50	668,356.73	15.23
NET OF REVENUES & EXPENDITURES		(185,975.23)	(84,618.50)	(84,618.50)	(101,356.73)	45.50

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	45,000.00	4,886.00	4,886.00	40,114.00	10.86
INT	INTEREST AND RENTS	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		45,000.00	4,886.00	4,886.00	40,114.00	10.86
Expenditures						
371	BUILDING INSPECTION DEPARTMENT	40,000.00	0.00	0.00	40,000.00	0.00
TOTAL EXPENDITURES		40,000.00	0.00	0.00	40,000.00	0.00
TOTAL REVENUES		45,000.00	4,886.00	4,886.00	40,114.00	10.86
TOTAL EXPENDITURES		40,000.00	0.00	0.00	40,000.00	0.00
NET OF REVENUES & EXPENDITURES		5,000.00	4,886.00	4,886.00	114.00	97.72

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	500,000.00	0.00	0.00	500,000.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	5,000.00	1,000.00	1,000.00	4,000.00	20.00
INT	INTEREST AND RENTS	2,000.00	0.00	0.00	2,000.00	0.00
TRANSIN	TRANSFERS IN	1,000.00	0.00	0.00	1,000.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		508,000.00	1,000.00	1,000.00	507,000.00	0.20
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	0.00	0.00	0.00	0.00	0.00
474	TRAFFIC	0.00	0.00	0.00	0.00	0.00
751	PARKS	505,000.00	174,100.16	174,100.16	330,899.84	34.48
758	DOG PARK	1,000.00	0.00	0.00	1,000.00	0.00
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		506,000.00	174,100.16	174,100.16	331,899.84	34.41
TOTAL REVENUES		508,000.00	1,000.00	1,000.00	507,000.00	0.20
TOTAL EXPENDITURES		506,000.00	174,100.16	174,100.16	331,899.84	34.41
NET OF REVENUES & EXPENDITURES		2,000.00	(173,100.16)	(173,100.16)	175,100.16	8,655.01

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	15,216.00	3,783.17	3,783.17	11,432.83	24.86
OTHER	OTHER REVENUE	0.00	25.00	25.00	(25.00)	100.00
INT	INTEREST AND RENTS	55,100.00	2,680.00	2,680.00	52,420.00	4.86
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		70,316.00	6,488.17	6,488.17	63,827.83	9.23
Expenditures						
000		81,500.00	9,499.01	9,499.01	72,000.99	11.66
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		81,500.00	9,499.01	9,499.01	72,000.99	11.66
TOTAL REVENUES		70,316.00	6,488.17	6,488.17	63,827.83	9.23
TOTAL EXPENDITURES		81,500.00	9,499.01	9,499.01	72,000.99	11.66
NET OF REVENUES & EXPENDITURES		(11,184.00)	(3,010.84)	(3,010.84)	(8,173.16)	26.92

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	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	1,018,339.00	44,780.24	44,780.24	973,558.76	4.40
OTHER	OTHER REVENUE	100.00	74.24	74.24	25.76	74.24
INT	INTEREST AND RENTS	7,000.00	0.00	0.00	7,000.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	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		1,025,439.00	44,854.48	44,854.48	980,584.52	4.37
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	629,722.88	39,255.82	39,255.82	590,467.06	6.23
551	COLLECTION	414,234.07	8,728.88	8,728.88	405,505.19	2.11
552	CUSTOMER ACCOUNTS	85,040.11	5,127.37	5,127.37	79,912.74	6.03
553	ADMINISTRATION	421,791.50	0.00	0.00	421,791.50	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,550,788.56	53,112.07	53,112.07	1,497,676.49	3.42
TOTAL REVENUES		1,025,439.00	44,854.48	44,854.48	980,584.52	4.37
TOTAL EXPENDITURES		1,550,788.56	53,112.07	53,112.07	1,497,676.49	3.42
NET OF REVENUES & EXPENDITURES		(525,349.56)	(8,257.59)	(8,257.59)	(517,091.97)	1.57

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,118,692.00	63,162.60	63,162.60	1,055,529.40	5.65
OTHER	OTHER REVENUE	5,000.00	410.69	410.69	4,589.31	8.21
INT	INTEREST AND RENTS	17,040.00	649.99	649.99	16,390.01	3.81
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,140,732.00	64,223.28	64,223.28	1,076,508.72	5.63
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	489,737.45	36,792.66	36,792.66	452,944.79	7.51
571	DISTRIBUTION	468,402.66	34,303.29	34,303.29	434,099.37	7.32
572	CUSTOMER ACCOUNTS	90,208.11	5,127.32	5,127.32	85,080.79	5.68
573	ADMINISTRATION	406,437.50	0.00	0.00	406,437.50	0.00
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		1,454,785.72	76,223.27	76,223.27	1,378,562.45	5.24
TOTAL REVENUES		1,140,732.00	64,223.28	64,223.28	1,076,508.72	5.63
TOTAL EXPENDITURES		1,454,785.72	76,223.27	76,223.27	1,378,562.45	5.24
NET OF REVENUES & EXPENDITURES		(314,053.72)	(11,999.99)	(11,999.99)	(302,053.73)	3.82

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	80,274.00	0.00	0.00	80,274.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		80,274.00	0.00	0.00	80,274.00	0.00
Expenditures						
000		110,800.00	9,044.87	9,044.87	101,755.13	8.16
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		110,800.00	9,044.87	9,044.87	101,755.13	8.16
TOTAL REVENUES		80,274.00	0.00	0.00	80,274.00	0.00
TOTAL EXPENDITURES		110,800.00	9,044.87	9,044.87	101,755.13	8.16
NET OF REVENUES & EXPENDITURES		(30,526.00)	(9,044.87)	(9,044.87)	(21,481.13)	29.63

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	226,325.00	17,160.54	17,160.54	209,164.46	7.58
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	100.00	0.00	0.00	100.00	0.00
TRANSIN	TRANSFERS IN	17,340.00	0.00	0.00	17,340.00	0.00
TOTAL REVENUES		243,765.00	17,160.54	17,160.54	226,604.46	7.04
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	320,213.03	5,084.06	5,084.06	315,128.97	1.59
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		320,213.03	5,084.06	5,084.06	315,128.97	1.59
TOTAL REVENUES		243,765.00	17,160.54	17,160.54	226,604.46	7.04
TOTAL EXPENDITURES		320,213.03	5,084.06	5,084.06	315,128.97	1.59
NET OF REVENUES & EXPENDITURES		(76,448.03)	12,076.48	12,076.48	(88,524.51)	15.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	10,000.00	750.00	750.00	9,250.00	7.50
INT	INTEREST AND RENTS	2,000.00	0.00	0.00	2,000.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		12,000.00	750.00	750.00	11,250.00	6.25
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		12,000.00	750.00	750.00	11,250.00	6.25
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		12,000.00	750.00	750.00	11,250.00	6.25

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	4,000.00	(9.40)	(9.40)	4,009.40	(0.24)
TOTAL REVENUES		4,000.00	(9.40)	(9.40)	4,009.40	(0.24)
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	(9.40)	(9.40)	4,009.40	0.24
TOTAL EXPENDITURES		4,000.00	0.00	0.00	4,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(9.40)	(9.40)	9.40	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
OTHER	OTHER REVENUE	40,000.00	0.00	0.00	40,000.00	0.00
INT	INTEREST AND RENTS	0.00	(103.23)	(103.23)	103.23	100.00
TOTAL REVENUES		40,000.00	(103.23)	(103.23)	40,103.23	(0.26)
Expenditures						
000		40,000.00	0.00	0.00	40,000.00	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		40,000.00	0.00	0.00	40,000.00	0.00
TOTAL REVENUES		40,000.00	(103.23)	(103.23)	40,103.23	0.26
TOTAL EXPENDITURES		40,000.00	0.00	0.00	40,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(103.23)	(103.23)	103.23	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	200.00	0.00	0.00	200.00	0.00
TOTAL REVENUES		200.00	0.00	0.00	200.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		200.00	0.00	0.00	200.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		200.00	0.00	0.00	200.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 717 - PENSION TRUST FUND						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED	Unclassified	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 07/31/2020

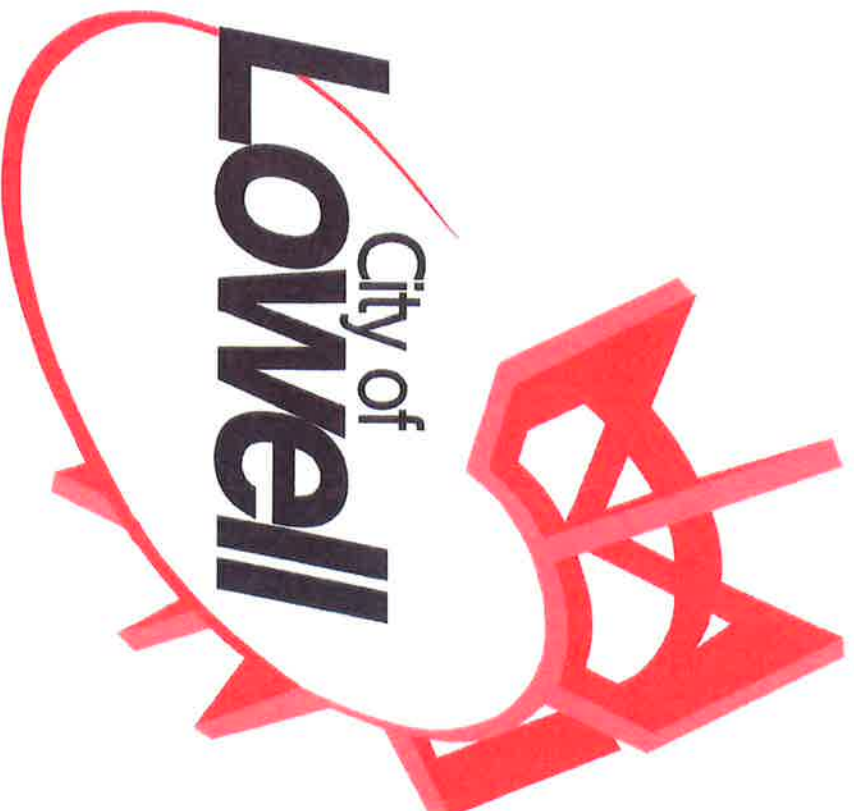
GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020	ACTIVITY FOR MONTH 07/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	50.00	0.00	0.00	50.00	0.00
TOTAL REVENUES		50.00	0.00	0.00	50.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		50.00	0.00	0.00	50.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		50.00	0.00	0.00	50.00	0.00
TOTAL REVENUES - ALL FUNDS		7,611,962.02	297,708.59	297,708.59	7,314,253.43	3.91
TOTAL EXPENDITURES - ALL FUNDS		9,047,079.56	1,004,270.16	1,004,270.16	8,042,809.40	11.10
NET OF REVENUES & EXPENDITURES		(1,435,117.54)	(706,561.57)	(706,561.57)	(728,555.97)	49.23

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

July 2020





August 10, 2020

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 July Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 30.83 million gallons of wastewater were treated, down from 39.03 million gallons the month before.

All NPDES Permit requirements were satisfied. Copies of the Discharge Monitoring Report for the month 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.

A draft of our new NPDES permit was received from EGLE on June 25. A public notice will be posted at City Hall in August allowing for public comment. Last month's report stated July for the public notice, but EGLE informed me it needed to be reviewed by the EPA first.

INDUSTRIAL PRETREATMENT PROGRAM

The Fullers Septic July surcharges were \$74.69. No operational problems were experienced at the plant from this discharge.

The Litehouse July surcharges were \$4380.26 for the month. Twelve fines were assessed for exceeding BOD upper limits. Some operational problems were experienced at the plant from their discharge, no violations of the NPDES permit were experienced. I am working with Litehouse to address the substantial increase in exceedences.

MAINTENANCE COST REPORT

Date	Vendor	Cost
7/2	Mettler Toledo (1)	\$ 415.88
7/16	Lowes (2)	34.92
7/21	Amazon (3)	189.72
7/29	Tractor Supply (4)	48.74
7/29	Sheldon Manufacturing (5)	104.71
7/31	Meijer (6)	84.79

Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 19-20)*	\$ 12,014.93*
Maintenance Allowance Spent YTD	\$ 878.76
Balance of Maintenance Allowance	\$ 11,136.17

The maintenance spending for FY 19-20 was under the annual allotment by \$14.93. That amount will be added to the beginning balance on July 1. That makes the beginning balance \$12,014.93 (\$12,000+\$14.93).

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

- Conducted Annual Lab balance calibrations (1)
- Purchased cut-off wheels for replacing aerator bearing (2)
- Replaced belts on rotor aerator (3)
- Replaced grease cans (4)
- Replaced circulation fan in lab incubator (5)
- Replaced plant vacuum (6)

PROJECTS FOR THE FUTURE

- Continue miscellaneous painting projects
- Annual flow meter calibrations
- Paint diesel fuel tank, and bumper posts

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

Respectfully submitted,

SUEZ



Brian Vander Meulen
Project Manager

JULY EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 5 mg/l, 80% under the NPDES limit of 25 mg/l. The worst 7-day average was 6 mg/l, 85% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 3.3 mg/l, 89% under the NPDES limit of 30 mg/l. The worst 7-day average was 7.8 mg/l, 84% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.48 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 97%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 56 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 110 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.037 mg/l; the limit is 0.038 mg/l. The monthly average was 0.016 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 July
Year 2020

Superintendent's Signature
Brian Vander Meulen, Supt.

	WEATHER		FLOW		RAW SEWAGE QUALITY											
D A Y P N S F	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD		SS		Total-P		VSS mg/l	NH3-N mg/l	Mercury ng/l	D A Y P N S F
	0033	0045	50050	50051	00011	00400	00310	85001	00530	85002	00665	85004	00535	00610	71900	
1	16	0.00	1.09	1.50	63	7.3	163	1482	98	891	2.9	26.4	92	8.2		1
2	26	0.00	1.02	1.50	63	7.3	200	1701	116	987			110			2
3	16	0.00	0.98	1.20												3
4	26	0.00	0.95	1.30												4
5	246	0.32	1.05	1.40												5
6	26	0.00	1.06	1.50	63	6.9	202	1786	82	725			76			6
7	26	0.00	1.06	1.50												7
8	246	0.12	1.06	1.50	64	7.3	122	1079	122	1079	2.7	23.9	112	8.5		8
9	246	0.83	1.07	1.90												9
10	246	0.02	0.98	1.90	63	7.2	197	1610	120	981			104			10
11	16	0.00	1.04	1.40												11
12	16	0.00	1.05	1.50												12
13	16	0.00	1.03	1.50	64	7.4	143	1228	86	739			80			13
14	16	0.00	1.00	1.50												14
15	246	0.18	1.00	1.50	64	7.2	172	1434	92	767	2.8	23.4	88	9.6	8.4	15
16	16	0.00	0.98	1.40												16
17	16	0.00	0.99	1.40	64	7.3	250	2064	152	1255			136			17
18	246	0.00	0.92	1.40												18
19	346	0.72	1.01	2.20												19
20	16	0.00	0.99	1.40	64	7.1	243	2006	128	1057			112			20
21	246	0.07	1.01	1.40												21
22	16	0.00	0.99	1.30	65	7.1	245	2023	146	1205	3.0	24.8	134	10.0		22
23	16	0.00	0.97	1.30												23
24	16	0.00	0.91	1.40	65	7.2	217	1647	96	729			92			24
25	16	0.00	0.95	1.40												25
26	246	0.00	1.00	1.30												26
27	16	0.00	0.96	1.30	65	7.3	247	1978	84	673			80			27
28	246	0.42	0.98	1.40												28
29	16	0.00	0.93	1.30	66	7.3	214	1660	120	931	2.7	20.9	112	9.2		29
30	26	0.00	0.93	1.20												30
31	268	0.00	0.87	1.30	65	7.2	123	892	82	595			70			31
TL	XXXX	2.68	30.83	XXXX	XXXX	XXXX	XXXX	50022	XXXX	27927	XXXX	740	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	0.99	XXXX	64	7.2	196	1614	109	901	2.8	23.9	100	9.1	XXXX	ME
MAX	XXXX	0.83	1.09	2.20	66	7.4	250	2064	152	1255	3.0	26.4	136	10.0	XXXX	MAX
MIN	XXXX	XXXX	0.87	1.20	63	6.9	122	892	82	595	2.7	20.9	70	8.2	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 July 2020

Superintendent's Signature _____
Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code 80889		REMARKS
D A Y PN SF	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle. % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991		D A Y PN SF	
1	192	31.6	26.1	0.08	1938	1500	22	0.88	2.3	114	0.38	0.29	13.0	4	1	
2		33.8	26.9	0.08	2214	1730	24	0.92	1.8	108	0.39	0.31	0.0		2	
3		35.2											0.0		3	
4		36.3											0.0		4	
5		32.8											0.0		5	
6		32.5	33.5	0.10	2028	1562	22	0.92	2.1	108	0.47	0.36	18.2		6	
7		32.5											18.0		7	
8		32.5	23.5	0.06	2113	1628	20	1.06	2.9	95	0.47	0.36	0.0		8	
9		32.2											15.7		9	
10		35.2	29.2	0.07	2394	1855	23	1.04	4.5	96	0.55	0.43	12.3		10	
11		33.1											0.0		11	
12		32.8											0.0		12	
13		33.5	39.7	0.05	2449	1905	23	1.06	4.9	94	0.45	0.35	0.0		13	
14		34.5											21.4		14	
15		34.5	40.7	0.06	2605	2022	25	1.04	1.7	96	0.46	0.35	77.7		15	
16		35.2											21.0		16	
17		34.8	22.0	0.10	2302	1804	20	1.15	5.4	87	0.39	0.30	0.0		17	
18		37.5											0.0		18	
19		34.1											0.0		19	
20		34.8	22.8	0.11	2012	1580	21	0.96	1.7	104	0.37	0.29	77.6		20	
21		34.1											87.1		21	
22		34.8	18.6	0.11	1876	1481	20	0.94	1.3	107	0.33	0.26	25.3		22	
23		35.5											21.5		23	
24		37.9	31.2	0.09	1901	1511	20	0.95	4.1	105	0.37	0.29	12.9		24	
25		36.3											0.0		25	
26		34.5											0.0		26	
27		35.9	39.1	0.09	2193	1754	22	1.00	2.8	100	0.35	0.28	24.9		27	
28		35.2											0.0		28	
29		37.1	27.8	0.08	2161	1744	22	0.98	3.7	102	0.43	0.35	90.6		29	
30		37.1											95.5		30	
31		39.6	34.2	0.05	1697	1357	18	0.94	4.3	106	0.30	0.24	25.0		31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	657.7	XXXX	TL	
ME	192	34.7	29.7	0.08	2135	1674	22	0.99	3.1	102	0.41	0.32	21.2	XXXX	ME	
MAX	XXXX	39.6	40.7	0.11	2605	2022	25	1.15	5.4	114	0.55	0.43	95.5	XXXX	MAX	
MIN	XXXX	31.6	18.6	0.05	1697	1357	18	0.88	1.3	87	0.30	0.24	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 July
Year 2020
Sampling Point Code 001

Superintendent's Signature
Brian Vander Meulen, Supt.

R 4610 4/74
4833-5468

D A Y P N S F	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	D A Y P N S F
	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	SU	mg/l	#/100ml	mg/l	mg/l	ng/l	
	80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	50060	71900	
1	6	55	96	3.2	29	97	0.61	5.55	79	2.8	7.3	9.1	85	0.04	0.016		1
2	5	43	98	8.0	68	93				2.8	7.3	9.0	144		0.001		2
3																	3
4																	4
5																	5
6	1	12	99	1.4	12	98				1.0	7.2	8.9	100		0.001		6
7																	7
8	7	62	94	1.2	11	99	0.47	4.15	83	1.0	7.5	8.9	93	0.04	0.001		8
9																	9
10	4	33	98	1.8	15	99				1.2	7.2	8.4	64		0.002		10
11																	11
12																	12
13	5	43	97	2.4	21	97				1.2	7.3	9.2	20		0.034		13
14																	14
15	6	50	97	19.2	160	79	0.53	4.42	81	2.0	7.3	9.0	83	0.03	0.010	0.2	15
16																	16
17	6	50	98	0.8	7	99				0.4	7.3	9.1	70		0.021		17
18																	18
19																	19
20	4	33	98	1.2	10	99				0.8	7.3	9.0	79		0.013		20
21																	21
22	5	41	98	2.8	23	98	0.38	3.14	87	1.6	7.6	9.0	208	0.03	0.001		22
23																	23
24	4	30	98	0.8	6	99				0.4	7.3	8.8	12		0.037		24
25																	25
26																	26
27	4	32	98	1.0	8	99				0.8	7.3	8.5	10		0.032		27
28																	28
29	7	54	97	1.8	14	99	0.39	3.02	86	1.4	7.3	8.7	40	0.04	0.025		29
30																	30
31	5	36	96	1.0	7	99				0.6	7.3	8.8	43		0.033		31
TL	XXXX	1271	XXXX	XXXX	865	XXXX	XXXX	125.8	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	TL
ME	5	41	97	3.3	28	97	0.48	4.06	83	1.3	7.3	8.9	56	0.04	0.016	XXXX	ME
WA	6	48	96	7.8	65	92	XXXX	XXXX	XXXX	2.2	7.4	8.7	110	0.04	0.031	XXXX	WA
MAX	7	62	99	19.2	160	99	0.61	5.55	87	2.8	7.6	9.2	208	0.04	0.037	XXXX	MAX
MIN	1	12	94	0.8	6	79	0.38	3.02	79	0.4	7.2	8.4	10	0.03	0.001	XXXX	MIN

Remarks: Fecal Coli for July are actually "Greater Than"
Cl2 Residuals for July 2,6,8,22 are actually "Less Than"

Miscellaneous Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

21

R 4607 4/74
4833-6040

Plant No. 410049
Month July
Year 2020

Superintendent's Signature _____
Brian Vander Meulen, Supt.

D A Y P N S F	Grit	Aux Fuel	Power Consumption	Chemicals Applied		
		Nat. Gas		CL2	FeCL2	
	CF	CF	KWH	LBS	GAL	
		2	3			
1	1	0	2.2	7	25	
2	1	0	2.0	5	25	
3	1	0	1.8	4	30	
4	1	0	2.0	4	25	
5	1	0	1.8	8	25	
6	1	0	2.0	11	25	
7	1	0	2.2	5	25	
8	1	0	2.0	4	25	
9	1	0	2.0	5	25	
10	1	1	1.6	5	25	
11	1	0	1.6	12	25	
12	1	0	1.8	8	25	
13	1	0	2.0	10	25	
14	1	0	2.2	8	25	
15	1	0	2.0	10	25	
16	1	0	2.2	5	25	
17	1	0	2.2	5	25	
18	1	0	2.2	8	25	
19	1	0	2.0	7	25	
20	1	0	2.4	5	25	
21	1	0	2.4	8	25	
22	1	0	2.0	7	25	
23	1	1	2.2	8	25	
24	1	0	2.0	7	25	
25	1	0	2.0	10	25	
26	1	0	2.2	10	25	
27	1	0	2.0	8	25	
28	1	0	2.6	7	25	
29	1	0	2.4	7	25	
30	1	0	2.8	8	25	
31	1	0	2.2	10	20	
TL	31	2	65.0	226	775	0
ME	1	0	2.1	7	25	0
MAX	1	1	2.8	12	30	0
MIN	1	0	1.6	4	20	0

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	184	0	0	0
Shift Operator	1	1	204	0	0	0
Total	2	1	388	0	0	0
Weekday Hrs.	9					
Saturday Hrs.	4					
Sunday Hrs.	4					
Holiday Hrs.	4					

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

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

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

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD						
YEAR	MO	DAY		YEAR	MO	DAY
FROM 2020	7	01		TO 2020	7	31

*** NO DISCHARGE ☐ ***

NOTE: Read Instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT 50050 1 0 0	SAMPLE MEASUREMENT	0.99	1.09	(03)	*****	*****	*****		-	7/7	RECORD FLOW
EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
SOLIDS, TOTAL SUSPENDED 00530 B 0 0	SAMPLE MEASUREMENT	28	65	(26)	*****	3.3	7.8	(19)	0	3/7	24 HR COMP
PRIOR TO DISINFECT	PERMIT REQUIREMENT	360 MONTHLY AVG	530 7 DAY AVG	lbs/day	*****	30 MONTHLY AVG	45 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
BOD, CARBONACEOUS 05 DAY, 20C 80082 B 0 0	SAMPLE MEASUREMENT	41	48	(26)	*****	5	6	(19)	0	3/7	24 HR COMP
PRIOR TO DISINFECT	PERMIT REQUIREMENT	300 MONTHLY AVG	470 7 DAY AVG	lbs/day	*****	25 MONTHLY AVG	40 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N) 00610 B 1 0	SAMPLE MEASUREMENT	*****	*****	****	*****	*****	0.04	(19)	0	1/7	24 HR COMP
PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	*****	****	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
PHOSPHORUS, TOTAL (AS P) 00665 B 0 0	SAMPLE MEASUREMENT	4.1	5.5	(26)	*****	0.48	0.61	(19)	0	1/7	24 HR COMP
PRIOR TO DISINFECT	PERMIT REQUIREMENT	12 MONTHLY AVG	REPORT DAILY MAX	lbs/day	*****	1.0 MONTHLY AVG	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
CHLORINE, TOTAL RESIDUAL 50060 P 0 0	SAMPLE MEASUREMENT	*****	*****	*****	*****	*****	0.037	(19)	0	3/7	GRAB
SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	*****	*****	0.038 DAILY MAX	mg/L		WEEKDAYS	GRAB
MERCURY, TOTAL 71900 B 0 0	SAMPLE MEASUREMENT	*****	<0.000002		*****	*****	<0.2		0	1/90	GRAB
PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.					PHONE NUMBER			DATE			
					(616) 897-8135			2020 8 10			
TYPED OR PRINTED Brian Vander Meulen, Supt.					SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		AREA CODE	NUMBER	YEAR	MO	DAY

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

P=AFTER DISINFECTION

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

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

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

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

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

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

MONITORING PERIOD						
YEAR	MO	DAY		YEAR	MO	DAY
FROM 2020	7	01	TO	2020	7	31

*** NO DISCHARGE ☐ ***

NOTE: Read instructions before completing this form.

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.000007		*****	*****	0.45		0	1/90	CALCTD
71900 X 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	0.000036		*****	*****	3.0			QUARTERLY	CALCTD
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****		*****	56	110		0	3/7	GRAB
74055 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	*****	200 MONTHLY AVG	400 7 DAY AVG			DAILY	GRAB
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		97	*****	94		0	1/30	CALCTD
81010 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal			ONCE/MON	CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****		97	*****	79		0	1/30	CALCTD
81011 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****	*****	85 MIN % REMOVAL	*****	Minimum Daily % Removal			ONCE/MON	CALCTD
pH	SAMPLE MEASUREMENT	*****	*****		7.2	*****	7.6		0	3/7	GRAB
00400 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	6.5 DAILY MINIMUM	*****	9.0 DAILY MAX			WEEKDAYS	GRAB
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	*****	*****		8.4	*****	*****		0	3/7	GRAB
00300 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****	*****	3.0 DAILY MINIMUM	*****	*****			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	2020	8	10	
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA CODE	NUMBER	YEAR	MO DAY

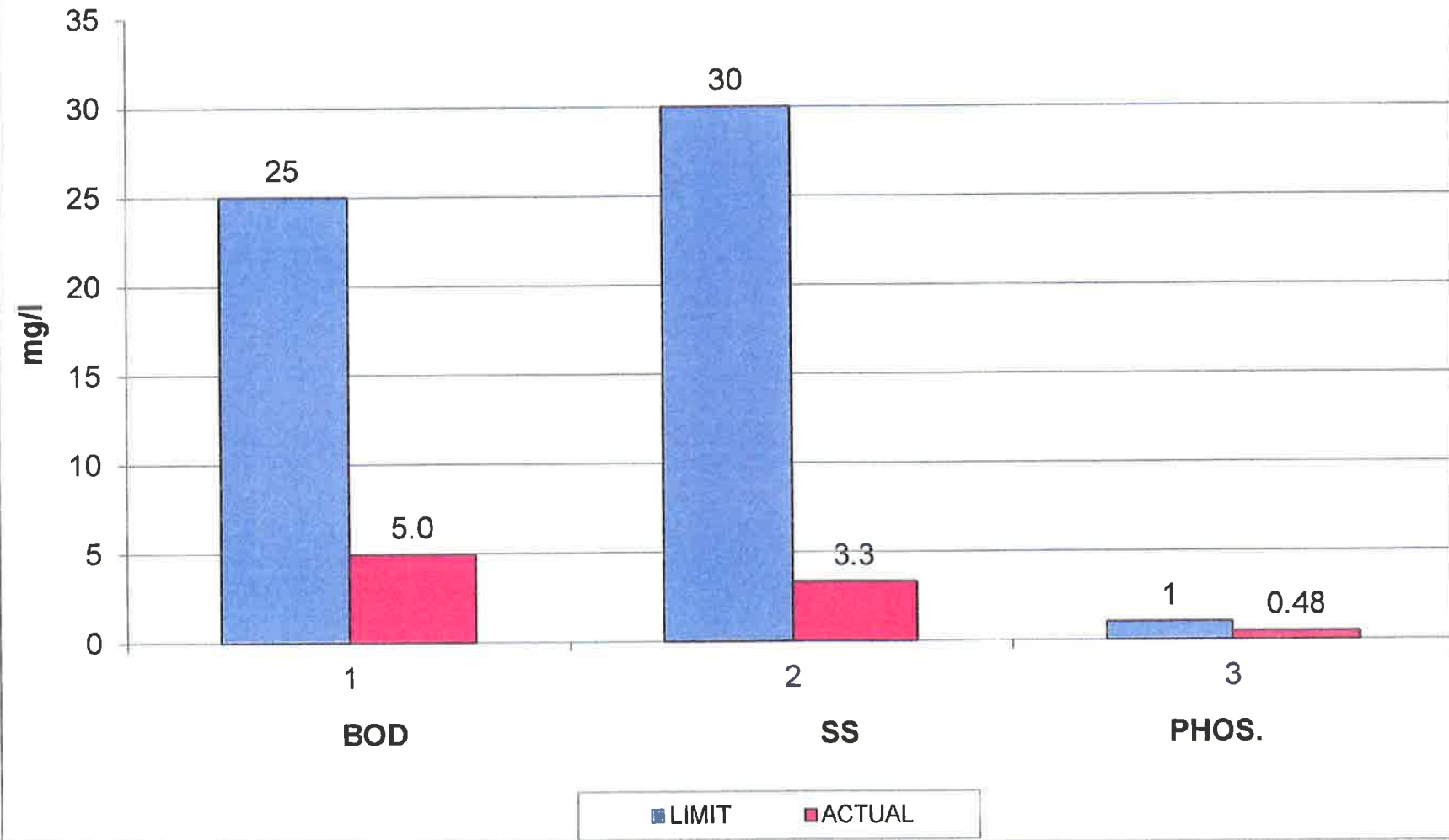
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

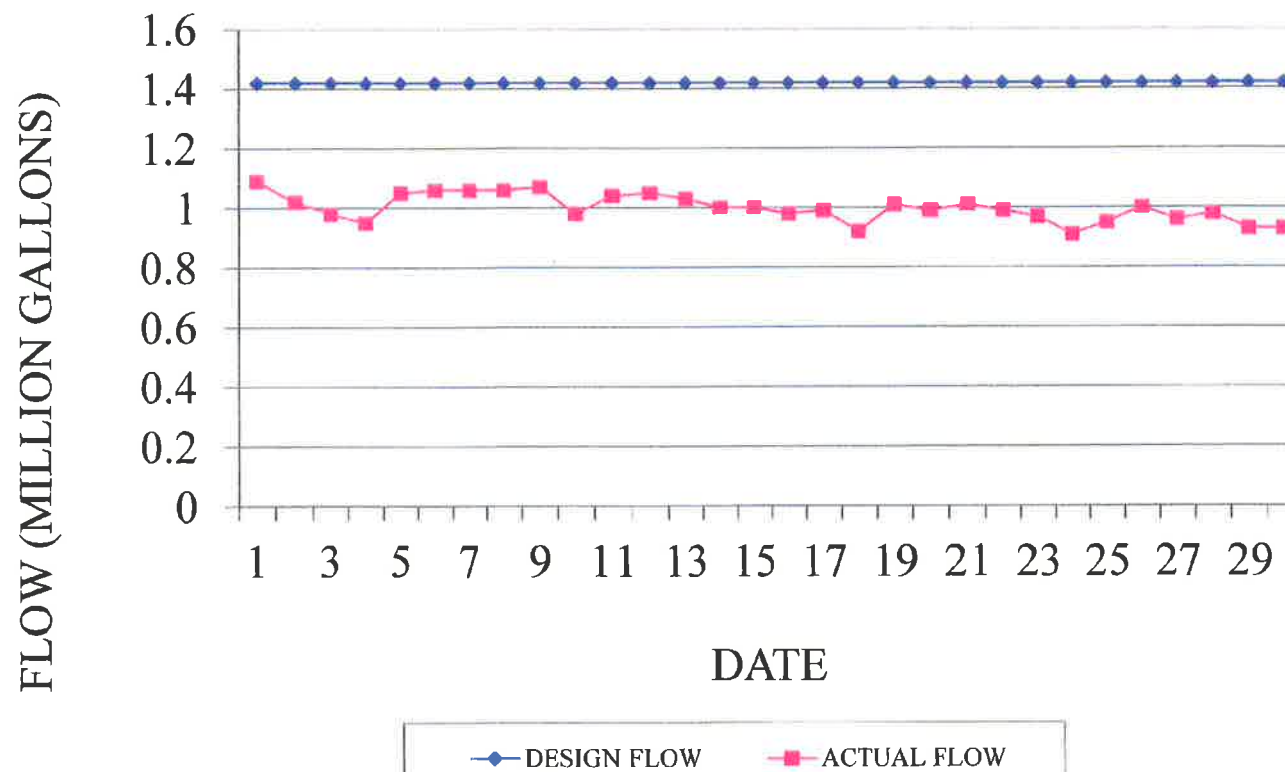
Appendix B



EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW



APPOINTMENTS

	Expires
Arbor Board	
Vacancy (Diane LaWarre – Resigned)	06/30/2020
Vacancy (Melissa Spino – Currently Serving)	06/30/2020
Construction Board of Appeals	
Vacancy	01/01/2021
Downtown Development Authority	
Vacancy (Eric Wakeman – Currently Serving)	01/01/2020
Local Officers Compensation Commission	
Vacancy (Roger LaWarre – Currently Serving)	06/30/2020
Lowell Area Fire and Emergency Services Authority	
Vacancy (Dave Pasquale – Currently Serving)	01/01/2020
Planning Commission	
Vacancy (David Cadwallader – Currently Serving)	06/30/2020
Vacancy (Colin Plank – Currently Serving)	06/30/2020