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MEMORANDUM

TO: Lowell City Council
FROM: Mark Howe, City Manager
RE: Council Agenda for Monday, April 2, 2012

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. March 19, 2012 – Regular Meeting
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
 - a. Pending Council Projects Report
7. NEW BUSINESS
 - a. Street Sweeping Bids

We have received bids for street sweeping for the 2012 calendar year. The low bid was from Tri-Us Services, Inc. Department of Public Works Director Dan Desjarden has contacted references and has received positive feedback. We requested separate bids for three, four and five sweeps per year. Based on prior experience, we are recommending three sweeps for the current year.

Recommended Motion: That the Lowell City Council accept the bid from Tri-Us Services, Inc., for street sweeping and authorize the City Manager to enter into an agreement for three sweeps for the 2012 calendar year.

b. Arbor Board Comprehensive Tree Plan 2012-13

The Code of Ordinances requires the Arbor Board to develop and update annually a written plan for the care and preservation of trees in public parks and rights-of-way. The plan is to be presented in April of each year and once approved by the City Council constitutes the Official Comprehensive Tree Plan for the city. The Arbor Board has met several times and has adopted a plan for your consideration. Recognition should be given to former Arbor Board member, and current councilmember Jim Hall, for drafting the plan that is being presented to you.

Recommended Motion: That the Lowell City Council approve the Official Comprehensive Tree Plan 2012-13 as presented by the Arbor Board.

c. South Monroe Parking Resolution

The Downtown Development Authority has approved the purchase of property off South Monroe Street that will be used to develop additional parking in the downtown area. In addition, a lease agreement for adjacent property owned by King Milling has been developed and approved by King Milling. The resolution as presented accepts conveyance of the purchased property to the City of Lowell and authorizes execution of the lease with King Milling.

Recommended Motion: That the Lowell City Council approve the resolution accepting conveyance of property to the city and approving and authorizing execution of a lease agreement with King Milling Company.

d. The Right Place Resolution

The City Council has previously committed to \$2,000 per year for five years to The Right Place in exchange for economic development services. Our first payment was made in 2011. Our auditors stated as part of the 2010-11 audit that we could only appropriate money to The Right Place in exchange for services. The attached resolution more clearly defines the role of The Right Place in providing services to the City of Lowell.

Recommended Motion: That the Lowell City Council approve the resolution to approve and confirm pledge of payments to The Right Place, a non-profit economic development organization, in consideration of economic development services and other value and benefits to be received by the city.

e. Boy Scout Storage Building Proposal

Todd Radashaw, Boy Scout Troop Leader, will present a proposal to you to construct a storage building on the property leased by the Boy Scouts from the City.

8. COUNCIL COMMENTS

Jim Hall

Planning Commission
Downtown Historic District Commission

Andrew Schrauben	Lowell Airport Board Parks and Recreation Commission Lowell Area Recreation Authority
Jim Valentine Sharon Ellison	Lowell Area Fire and Emergency Services Authority Arbor Board LCTV Endowment Board Downtown Development Authority
Jim Hodges	Lowell Light and Power Chamber of Commerce Board of Directors Look Memorial Fund

9. MANAGER'S REPORT

The City Manager's Report is included for your review.

10. APPOINTMENTS

Planning Commission Vacancy (Don Green moved out of the City)	Appointment	<u>Term Expires</u> 06/30/2012
Airport Board Vacancy (Kevin Vezino resigned)	Appointment	01/01/2013

11. CLOSED SESSION

There are no items for Closed Session.

12. ADJOURNMENT