

CITY OF LOWELL
CITY COUNCIL AGENDA
MARCH 16, 2015, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. March 2, 2015 – Regular Meeting
 - b.
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
 - a. Strategic Goals Report
 - b. Pending Council Projects Report
 - c.
7. NEW BUSINESS
 - a. 2015-2016 Comprehensive Tree Plan
 - b. Fund Balance Policy
 - c. United Water Agreement
 - d.
8. MONTHLY REPORTS
9. COUNCIL COMMENTS
10. MANAGER'S REPORT
11. APPOINTMENTS
12. CLOSED SESSION
 - a. Pending Litigation - MCL 15.268(c)
13. 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 required to state their name and will be allowed five (5) minutes maximum to address the Council. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Council.



301 East Main Street
Lowell, Michigan 49331
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MEMORANDUM

TO: Lowell City Council
FROM: Mark Howe, City Manager
RE: Council Agenda for Monday, March 16, 2015

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. March 2, 2015 – Regular Session Meeting
 - b.
4. ACCOUNTS PAYABLE
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS

a. Strategic Goals Report

The report is attached for your review.

b. Pending Council Projects Report

The report is attached for your review.

7. NEW BUSINESS

a. 2015-2016 Comprehensive Tree Plan

The Arbor Board has reviewed and updated the 2015-2016 Comprehensive Tree Plan.

Recommended Motion: That the Lowell City Council adopts the 2015-2016 Comprehensive Tree Plan as presented by the Arbor Board.

b. Fund Balance Policy

The Governmental Accounting Standards Board (GASB) requires, under Statement 54, that we establish five components of fund balance and that we account for fund balance within those five categories.

Presented for your review is a policy that establishes these categories. Adoption of this policy will also be a positive reflection to the rating agencies, such as Standard and Poor's, on our management of financial systems. This could result in a higher bond rating which can reduce our borrowing costs.

Recommended Motion: That the Lowell City Council adopt the Fund Balance Policy.

c. United Water Agreement

At your previous meeting you authorized the city manager to negotiate a successor agreement with United Water for operation of the Wastewater Treatment Plant. The agreement is presented for your review and consideration with a recommendation for approval.

We received an independent analysis from Prein & Newhoff comparing our cost of operation to similar systems in other communities. Considerations for contracting as opposed to in-house operations were presented.

The term of the agreement is recommended to be five years. The rate paid to United Water will be frozen in the first year at the 2014-15 level. Future increases will be based on increases in the Consumer Price Index (CPI).

Recommended Motion: That the Lowell City Council adopt Resolution 06 -15.

8. MONTHLY REPORTS

The reports are included for your review.

9. COUNCIL COMMENTS

Matt Mayer	Lowell Area Fire and Emergency Services Authority
Jeff Altoft	Airport Board Park and Recreation Commission Downtown Development Authority
Jim Hall	Planning Commission Lowell Area Recreation Authority
Sharon Ellison	Arbor Board

LCTV Endowment Board
Downtown Historic District Commission

Jim Hodges

Lowell Light and Power
Chamber of Commerce Board of Directors
Look Memorial Fund

10. MANAGER'S REPORT

The report is attached for your review.

11. APPOINTMENT(S)

Board of Review
Alternate Vacancy –

Construction Board of Appeals
Vacancy –

12. CLOSED SESSION

We will need to go into closed session to discuss pending litigation with the city attorney.

13. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, MARCH 2, 2015, 7:00 P.M.**

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

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

Present: Councilmembers Jeff Altoft, Sharon Ellison, Jim Hall, Matt Mayer and Mayor Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, DPW Director Dan Desjarden, Treasurer Suzanne Olin and Police Chief Steve Bukala.

2. APPROVAL OF THE AGENDA.

IT WAS MOVED BY ELLISON and seconded by ALTOFT to approve the agenda as presented.

YES: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None.

ABSENT: None. MOTION CARRIED.

3. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING(S).

IT WAS MOVED BY ELLISON and seconded by HALL to approve the regular minutes of the February 17, 2015 meeting as written.

YES: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None.

ABSENT: None. MOTION CARRIED.

IT WAS MOVED BY HALL and seconded by ALTOFT to approve the minutes of the February 23, 2015 worksession as written.

YES: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None.

ABSENT: None. MOTION CARRIED.

4. APPROVAL OF THE ACCOUNTS PAYABLE.

IT WAS MOVED BY ELLISON and seconded by HALL to approve the accounts payable as presented.

YES: Councilmember Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None.

ABSENT: None. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (03/02/2015)

General Fund	\$15,636.18
Downtown Development	2,970.00
Airport Fund	223.30
Wastewater Fund	45,985.01
Water Fund	1,565.88
Data Processing Fund	349.11
Equipment Fund	4,792.84

5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Perry Beachum of 924 Riverside Drive stated Gilda's Laugh Fest will have an event on March 7, 2015 at the Grand Volute. Also, as Chair of the Parks and Recreation Commission, Beachum thanked DPW Director Dan DesJarden, Parks Supervisor Scott Fosburg and the DPW for the work done on the ice skating rink. He also thanked the LaCrosse Club, who has also been maintaining the rink on a daily basis.

6. OLD BUSINESS.

- A. Strategic Plan Update. The Downtown Development Plan has been presented to the DDA. The electronic copy needs to be uploaded to the website as well as the Stage Plan. Copies will also be provided to the Council.
- B. Pending Council Projects Report. A letter has been sent to the DEQ regarding lime disposal, with no response. Councilmember Altoft asked if any of the expenses would be recovered. City Manager Howe explained a final payment would not be made. Altoft suggested not making this payment until the issue has been settled. Howe stated he would summarize the additional expenses and facts for the Council.

7. NEW BUSINESS

- a. Resolution 04-15 Approving and Authorizing Execution of fixed Base operation Agreement with Williams Air Power, Inc. Airport Manager Casey Brown has worked with Dan Williams and the Airport Board to develop a new Fixed Based Operator agreement. Mr. Williams will continue to provide maintenance and snow removal services to the airport in exchange for the use of certain buildings. The agreement has been recommended by the Airport Board and reviewed by the city attorney.

IT WAS MOVED BY ALTOFT and seconded by MAYER to adopt Resolution 04-15.

YES: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None. ABSENT: None. MOTION CARRIED.

- b. Public Hearing – Community development Block Grants – (CDBG). A public hearing was held on the proposed reallocation of the 2014-15 CDBG grant from a pathway project to Donna Street Improvements.

This is the final year the City will receive a CDBG grant through Kent County due to previous council action removing us from the urban county program. That action will enable us to be eligible for CDBG grants through the State of Michigan and its rental rehabilitation program.

The City submitted a grant application to Kent County last year for a pathway project to extend the Ridgeview path from Sibley Street to Main Street. After further discussion with Kent County, the City is proposing to reallocate those funds to an overlay street project on Donna Street, which has been rated as the worst street in the city.

IT WAS MOVED BY ELLISON and seconded by ALTOFT to adopt Resolution 05-15.

YES: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None. ABSENT: None. MOTION CARRIED.

- c. Wastewater Flow Monitoring. Brian Vilmont of Prein & Newhof is proposing to gather wastewater flow data in the city's collection system in order to design the proposed new lift station. The total cost of the project is estimated at \$28,650. Of this, 90 percent is eligible for reimbursement through the SAW grant which we anticipate receiving in 2016.

IT WAS MOVED BY ELLISON and seconded by HALL that the Lowell City Council authorizes the City Manager to proceed with the proposed Flow Monitoring and Lift Station Basis of Design project.

YES: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None. ABSENT: None. MOTION CARRIED.

- d. Wastewater Operations Analysis from Prein & Newhoff. The Council asked City Manager Howe to conduct an analysis of whether or not it would be more cost effective to operate our wastewater treatment plant with city staff or continue contract operations. Howe asked Brian Vilmont with Prein & Newhoff to perform this analysis.

Howe also invited Mark Mundt of United Water, the City's current contractor, to present the benefits he feels United Water provides to the City of Lowell.

Vilmont stated his company looked at several communities that have similar plans or used a similar process. The current state of the industry is such that there is a declining number of certified operators in the State of Michigan. He explained the different contracts and the cost included in a true net annual operating cost.

Vilmont listed the pros and cons when comparing “contract staff” vs. “self-staff”.

Mayor Hodges noted the fines with the DEQ can be \$10,000 a day. Vilmont stated the contracted company would be responsible for the fines.

Councilmember Altoft stated the Water Treatment Plant does very well with City employees running it. He suggested the City look further into this. Councilmember Mayer agreed.

Councilmember Ellison believed the City had a good contract with United Water and would be in favor of renewing the contract.

Councilmember Hall did not recall any complaints with United Water and would be in favor of negotiating a new contract with United Water.

Altoft agreed we probably should contract staff. However, it is a large expense and should go out for bid.

Wastewater Treatment Plan Superintendent Mark Mundt made note of all the benefits of contracting with United Water.

IT WAS MOVED BY ELLISON and seconded by HALL to authorize the City Manager to negotiate a new agreement with United Water for operation of the Wastewater Treatment Plant.

YES: Councilmembers Ellison, Hall, Mayer and Mayor Hodges.

NO: Councilmember Altoft ABSENT: None. MOTION CARRIED.

- e. Sidewalk Criteria. City Manager Howe presented the deficiency criteria for the 2015 sidewalk replacement program. This criteria will be used during the spring inspections. The City will require property owners to replace sidewalks rated as “Red” and will issue notices to those with sidewalks rated as “Yellow.”

Councilmember Altoft suggested adding a depth requirement for holes. Howe stated the old criteria referenced $\frac{3}{4}$ of an inch. By general consensus, the Council agreed to $\frac{3}{4}$ of an inch.

IT WAS MOVED BY HALL and seconded by ALTOFT that the Lowell City Council adopt the 2015 Deficiency Criteria as modified for Sidewalks and Driveways.

YES: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None. ABSENT: None. MOTION CARRIED.

8. COUNCIL COMMENTS.

Councilmember Mayer made note to the MERC decision.

Councilmember Altoft stated Mark Mundt is doing a great job running the Wastewater Treatment Plant. The only reason he voted no is because the City has a process to go out for bid.

Councilmember Hall stated he will be attending a seminar in Lansing regarding Zoning Board of Appeals on March 5, 2015.

Councilmember Ellison stated she appreciates the Wastewater Treatment Plant.

Mayor Hodges congratulated the Wastewater Treatment Plant. He also made note regarding "Laugh Fest".

9. **MANAGER'S REPORT**

1. The City is moving forward with the idea of unscrewing the bulbs on every other light in the downtown district. This will allow residents, merchants and visitors to provide input on the concept of removing every other light fixture. This was an element of the downtown placemaking plan.
2. Work on the proposed budget for the next fiscal year continues. The plan is to have a preliminary discussion at the March workshop.
3. The DPW Director candidate was given incentives to stay in his current community and has now declined the position. He was very apologetic and was looking forward to coming to Lowell but his current community made him an offer he couldn't refuse.

10. **APPOINTMENTS.**

Board of Review
Alternate Vacancy -

Construction Board of Appeals
Vacancy -

IT WAS MOVED BY ELLISON and seconded by HALL to adjourn at 8:19

DATE:

APPROVED:

James W. Hodges, Mayor

Susan S. Ullery, Deputy City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 04-15

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF
FIXED BASE OPERATION AGREEMENT WITH WILLIAMS AIR
POWER, INC.**

Councilmember Altoft, supported by Councilmember Mayer moved the adoption of the following resolution:

WHEREAS, the City previously entered into a fixed base operation agreement with Williams Air Power, Inc. ("Williams") to establish a fixed base operation ("FBO") at the City-owned airport (the "Airport"), which agreement has expired; and

WHEREAS, the City has agreed to enter into a new agreement with Williams to continue the FBO at the Airport for a term of five years.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Fixed Base Operation Agreement (the "Agreement") with Williams in the form presented at this meeting is approved and the Mayor and Deputy City Clerk are authorized and directed to execute the Agreement for and on behalf of the City.
2. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of such conflict.

YEAS: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges

NAYS: Councilmembers None.

ABSTAIN: Councilmembers None.

ABSENT: Councilmembers None.

RESOLUTION DECLARED ADOPTED.

Dated: March 2, 2015



Susan Ullery
Deputy City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a meeting held March 2, 2015, and that public notice of said meeting was given pursuant to Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: March 2, 2015



Susan Ullery
Deputy City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 05 - 15

**RESOLUTION APPROVING THE REALLOCATION OF COMMUNITY
DEVELOPMENT BLOCK GRANT FUNDING**

Councilmember Ellison, supported by Councilmember Altoft moved the adoption of the following resolution:

WHEREAS, the City Council of the City of Lowell adopted Resolution 04-14 approving Community Development Block Grant Funding for Public Pathway Improvements; and

WHEREAS, the City Council wishes to reallocate funding to a Donna Street Improvement project.

NOW THEREFORE BE IT RESOLVED:

1. That the City of Lowell wishes to reallocate \$27,186 of Community Development Block Grant funds from Public Pathway Improvements to the Donna Street Improvement project

YEAS: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NAYS: Councilmembers None.

ABSTAIN: Councilmembers None.

ABSENT: Councilmembers None.

RESOLUTION DECLARED ADOPTED.

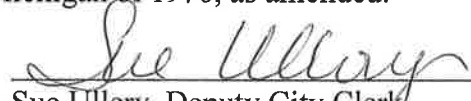
Dated: March 2, 2015


Sue Ullery, Deputy City Clerk

CERTIFICATION

I, the undersigned duly qualified and acting Deputy 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 March 2, 2015, the original of which is on file in my office and the 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: March 2, 2015


Sue Ullery, Deputy City Clerk

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-084.015	DUE FROM FIRE AUTHORITY	NAPA AUTO PARTS	FEBRUARY 2015 INVOICES	94.13	65979
101-000-222.001	DUE CO-DELINQ PERS PROP T	KENT COUNTY TREASURER	TAX DISBURSEMENT 2/16 - 3	4.47	65946
101-000-222.002	DUE TO COUNTY-DOG LICENSE	KENT COUNTY TREASURER	DOG LICENSES 4TH QTR 2014	360.60	65916
101-000-225.001	DUE SCHL-DELINQ PERS PROP	LOWELL AREA SCHOOLS	TAX DISBURSEMENT 2/16 - 3	6.81	65973
101-000-228.009	DUE TO STATE-DELINQ S.E.T	KENT COUNTY TREASURER	TAX DISBURSEMENT 2/16 - 3	6.27	65946
101-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT 2/16 - 3	4.90	65968
101-000-235.001	DUE TO COM COLLEGE-DELINQ	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT 2/16 - 3	1.87	65963
101-000-236.001	DUE TO LOWELL HISTORICAL	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT 2/16 - 3	0.25	65972
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT COUNTY TREASURER	TAX DISBURSEMENT 2/16 - 3	1.13	65946
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT COUNTY TREASURER	TAX DISBURSEMENT 2/16 - 3	0.81	65946
101-000-274.000	UNDISTRIBUTED DELINQUENT	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT 2/16 - 3	0.33	65963
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT 2/16 - 3	0.88	65968
101-000-274.000	UNDISTRIBUTED DELINQUENT	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT 2/16 - 3	0.05	65972
101-000-274.000	UNDISTRIBUTED DELINQUENT	LOWELL AREA SCHOOLS	TAX DISBURSEMENT 2/16 - 3	1.22	65973
Total For Dept 000				483.72	
Dept 101 COUNCIL					
101-101-864.000	CONFERENCES & CONVENTIONS	HALL, JAMES	ZONING BOARD OF APPEALS S	74.75	65945
Total For Dept 101 COUNCI				74.75	
Dept 172 MANAGER					
101-172-955.000	MISCELLANEOUS EXPENSE	REYNOLDS, IVAN	DRAWING FOR THANK YOU CAR	50.00	65922
101-172-955.000	MISCELLANEOUS EXPENSE	HOOPER PRINTING	THANK YOU CARDS	31.54	65929
101-172-955.000	MISCELLANEOUS EXPENSE	CARDMEMBER SERVICE	CITY CREDIT CARD CHARGES	14.00	65953
Total For Dept 172 MANAGE				95.54	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	MICHIGAN ELECTION RESOURC	CITY NONPARTISAN PETITION	18.05	65978
101-191-860.000	TRAVEL EXPENSES	MORLOCK, BETTY	MILEAGE REIMBURSEMENT	23.58	65933
Total For Dept 191 ELECTI				41.63	
Dept 209 ASSESSOR					
101-209-740.000	OPERATING SUPPLIES	KCI	ASSESSMENT NOTICES	146.74	65915
101-209-900.000	PRINTING	KCI	ASSESSMENT NOTICES	146.74	65915
101-209-900.000	PRINTING	LOWELL LEDGER	CHARGES FOR FEBRUARY 2015	566.25	65974
Total For Dept 209 ASSESS				859.73	
Dept 210 ATTORNEY					
101-210-802.000	LABOR RELATIONS ATTORNEY	ABBOTT, NICHOLSON, QUILTE	LEGAL SERVICES	736.00	65948
Total For Dept 210 ATTORN				736.00	
Dept 215 CLERK					
101-215-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES JAN 10-FEB	57.86	65938
101-215-860.000	TRAVEL EXPENSES	MORLOCK, BETTY	MILEAGE REIMBURSEMENT	40.82	65933
101-215-900.000	PRINTING	LOWELL LEDGER	CHARGES FOR FEBRUARY 2015	527.41	65974
Total For Dept 215 CLERK				626.09	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	DATAPATH CARD SERVICES, I	REPLENISH FLEX ACCOUNT	2,500.00	65947
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	FEBRUARY ADMIN FEE	45.00	65960
101-253-860.000	TRAVEL EXPENSES	GERARD, LORI	MILEAGE TO MERS MEETING -	13.80	65928
101-253-955.000	MISCELLANEOUS EXPENSE	CARDMEMBER SERVICE	CITY CREDIT CARD CHARGES	49.95	65953
Total For Dept 253 TREASU				2,608.75	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	97.45	65939
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES -CLERKS	25.78	65984
101-265-740.000	OPERATING SUPPLIES	MUNDT, THERESA	CITY HALL/LPD SUPPLIES	85.98	65921
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING 1/29 - 2/26/2015	660.00	65924
101-265-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE CONTRACTUAL	55.00	65936
101-265-802.000	CONTRACTUAL	RIVERSIDE INTEGRATED SYST	CONTRACTUAL FEB 2015-2016	251.04	65937
101-265-802.000	CONTRACTUAL	STATE OF MICHIGAN	ELEVATOR SAFETY INSPECTIO	180.00	65982

User: LORI

EXP CHECK RUN DATES 03/02/2015 - 03/12/2015

DB: Lowell

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 265 CITY HALL					
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	GAS CHARGES 1/23 - 2/24/2	3,046.68	65955
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	2,328.62	65975
101-265-930.000	REPAIR & MAINTENANCE	RAYNOR OVERHEAD DOOR OF G	CITY HALL REPAIR & MAINT	1,560.00	65935
		Total For Dept 265 CITY H		8,290.55	
Dept 276 CEMETERY					
101-276-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE CONTRACTUAL	30.00	65936
101-276-864.000	CONFERENCES & CONVENTIONS	DEJONG, DON	ACCOMODATION REIMBURSEMTN	258.64	65944
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	210.37	65975
		Total For Dept 276 CEMETE		499.01	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	FINGER PRINTS FEBRUARY 20	134.25	65983
101-301-727.000	OFFICE SUPPLIES	CARDMEMBER SERVICE	CITY CREDIT CARD CHARGES	39.85	65953
101-301-740.000	OPERATING SUPPLIES	MUNDT, THERESA	CITY HALL/LPD SUPPLIES	45.67	65921
101-301-740.000	OPERATING SUPPLIES	RDJ SPECIALTIES, INC.	POLICE MUGS	92.93	65980
101-301-740.000	OPERATING SUPPLIES	ZEE MEDICAL INC.	LPD MEDICAL SUPPLIES	25.25	65990
101-301-741.000	FUEL	BP	FEBURARY 2015 LPD GAS	847.68	65910
101-301-744.000	UNIFORMS	CURTIS CLEANERS	LPD DRY CLEANING FEB 2015	92.05	65956
101-301-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	LPD FEB SERVICE ON COPIER	58.52	65957
101-301-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES JAN 10-FEB	101.25	65938
101-301-931.000	R & M POLICE CARS	GRAND COLLISION - LOWELL	LPD 08 IMPALA	189.88	65962
101-301-931.000	R & M POLICE CARS	GRAND COLLISION - LOWELL	POLICE 08 IMPALA R & M	118.13	65962
101-301-955.000	MISCELLANEOUS EXPENSE	GR CITY TREASURER	PARKING VAL #133 FOR 12/	24.00	65912
101-301-955.000	MISCELLANEOUS EXPENSE	GR CITY TREASURER	LPD PARKING FEB 2015	40.00	65961
101-301-980.000	OFFICE EQUIPMENT	CARDMEMBER SERVICE	CITY CREDIT CARD CHARGES	38.72	65953
		Total For Dept 301 POLICE		1,848.18	
Dept 305 CODE ENFORCEMENT					
101-305-955.000	MISCELLANEOUS EXPENSE	HOOPER PRINTING	CODE ENFORCEMENT BUSINESS	48.00	65964
		Total For Dept 305 CODE E		48.00	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES-PLA	845.00	65988
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES	1,405.00	65988
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES-PLA	400.00	65988
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES	75.00	65988
		Total For Dept 400 PLANNI		2,725.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	199.98	65939
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	FEBRUARY 2015 CHARGES	22.97	65952
101-441-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	FEBRUARY 2015 INVOICES	5.79	65979
101-441-802.000	CONTRACTUAL	FIRST ADVANTAGE LNS OCCUP	DPW CONTRACTUAL	17.60	65927
101-441-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE CONTRACTUAL	115.00	65936
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	DPW CABLE	27.95	65911
101-441-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES JAN 10-FEB	56.87	65938
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	GAS CHARGES1/23-2/24/15	387.50	65955
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	GAS CHARGES 1/23 - 2/24/2	989.35	65955
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	428.67	65975
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	846.88	65975
101-441-927.000	REPAIR & MAINT. STREET LI	LITES PLUS, INC.	SOCKET BASES FOR STREET L	99.00	65971
101-441-927.000	REPAIR & MAINT. STREET LI	LOWELL LIGHT & POWER	MAINT OF ST LIGHTS	162.01	65975
101-441-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	DPW - FURNACE REPAIR & MA	1,995.00	65925
101-441-930.000	REPAIR & MAINTENANCE	FLAT RIVER ELECTRIC LLC	DPW BUILDING REPAIR & MAI	385.00	65959
		Total For Dept 441 DEPART		5,739.57	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	GAS CHARGES 1/23 - 2/24/2	136.30	65955
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	218.05	65975

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 03/02/2015 - 03/12/2015
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 747 CHAMBER/RIVERWALK					
		Total For Dept 747 CHAMBE		354.35	
Dept 751 PARKS					
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	604.16	65975
		Total For Dept 751 PARKS		604.16	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	39.03	65975
		Total For Dept 757 SHOWBO		39.03	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	FEBRUARY 2015 CHARGES	13.97	65952
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING 1/29 - 2/26/2015	240.00	65924
101-790-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE CONTRACTUAL	25.00	65936
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	GAS CHARGES 1/23 - 2/24/2	1,469.94	65955
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	1,494.52	65975
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	LIBRARY RUGS	257.88	65932
101-790-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	FEBRUARY 2015 CHARGES	15.38	65952
		Total For Dept 790 LIBRAR		3,516.69	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	GAS CHARGES 1/23 - 2/24/2	797.77	65955
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	220.21	65975
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT 2/1 - 2/	70.47	65919
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT 2/16 - 3	83.65	65972
		Total For Dept 804 MUSEUM		1,172.10	
		Total For Fund 101 GENERA		30,362.85	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES JAN 10-FEB	12.63	65938
		Total For Dept 463 MAINTE		12.63	
Dept 474 TRAFFIC					
202-474-802.000	CONTRACTUAL	GR CITY TREASURER	SIGNAL LIGHT MAINT DEC 20	51.00	65961
		Total For Dept 474 TRAFFI		51.00	
Dept 478 WINTER MAINTENANCE					
202-478-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	WASHED SAND FOR ICE CONTR	131.36	65940
		Total For Dept 478 WINTER		131.36	
Dept 483 ADMINISTRATION					
202-483-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SERVICES - STREET PR	565.60	65988
		Total For Dept 483 ADMINI		565.60	
		Total For Fund 202 MAJOR		760.59	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES JAN 10-FEB	12.64	65938
		Total For Dept 463 MAINTE		12.64	
Dept 474 TRAFFIC					
203-474-802.000	CONTRACTUAL	GR CITY TREASURER	SIGNAL LIGHT MAINT DEC 20	51.00	65961
		Total For Dept 474 TRAFFI		51.00	
Dept 478 WINTER MAINTENANCE					
203-478-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	WASHED SAND FOR ICE CONTR	131.37	65940
		Total For Dept 478 WINTER		131.37	
Dept 483 ADMINISTRATION					
203-483-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SERVICES - STREET PR	565.60	65988
		Total For Dept 483 ADMINI		565.60	
		Total For Fund 203 LOCAL		760.61	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					

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Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	845.14	65975
	Total For Dept 463 MAINT			845.14	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	OLIN, SUZANNE	DDA LUNCH FOR 3/5/15	39.81	65934
	Total For Dept 740 COMMUN			39.81	
	Total For Fund 248 DOWNTOWN			884.95	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 758 DOG PARK					
260-758-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	57.32	65975
260-758-930.000	REPAIR & MAINTENANCE	CAREY, JAMES	REIMBURSEMENT FOR MOWING	432.25	65954
	Total For Dept 758 DOG PA			489.57	
	Total For Fund 260 DESIGN			489.57	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-801.000	PROFESSIONAL SERVICES	WILLIAMS AIR POWER INC.	FBO AGREEMENT JAN 2015	1,000.00	65923
581-000-801.000	PROFESSIONAL SERVICES	WILLIAMS AIR POWER INC.	FBO SERVICES FEBRUARY 201	1,000.00	65942
581-000-920.000	PUBLIC UTILITIES	WILLIAMS AIR POWER INC.	ELECTRICITY FOR RUNWAY LIG	1,171.79	65923
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	AIRPORT STREET LIGHT FEB	21.09	65955
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	GAS CHARGES 1/23 - 2/24/2	134.79	65955
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT - INTERNET FEB 20	49.99	65941
	Total For Dept 000			3,377.66	
	Total For Fund 581 AIRPOR			3,377.66	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	6,395.23	65975
	Total For Dept 000			6,395.23	
Dept 550 TREATMENT					
590-550-802.000	CONTRACTUAL	UNITED WATER, INC.	PROF SERVICES FEBRUARY 20	37,550.78	65986
590-550-930.000	REPAIR & MAINTENANCE	LIBERTY PROCESS EQUIPMENT	WTP REPAIR & MAINT	2,218.07	65970
	Total For Dept 550 TREATM			39,768.85	
Dept 551 COLLECTION					
590-551-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONALS SERVICES	188.40	65988
590-551-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	WATER DEPT- REPAIR & MAIN	76.50	65930
590-551-930.000	REPAIR & MAINTENANCE	MICHIGAN METER TECHNOLOGY	MAINT ON HANDHELD READER	452.50	65931
590-551-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER DEPT REPAIR & MAINT	119.25	65958
590-551-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER DEPT REPAIR & MAINT	31.21	65958
590-551-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	W/S REPAIR & MAINT (329 N	262.50	65969
	Total For Dept 551 COLLEC			1,130.36	
	Total For Fund 590 WASTEW			47,294.44	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	FEBRUARY 2015 CHARGES	72.65	65952
591-570-743.000	CHEMICALS	USALCO	WTP CHEMICALS	7,165.40	65987
591-570-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES-WTP	655.10	65988
591-570-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE CONTRACTUAL	30.00	65936
591-570-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES JAN 10-FEB	31.07	65938
591-570-850.000	COMMUNICATIONS	AT&T	WTP U-VERSE 1/26 - 2/25/1	35.00	65951
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	GAS CHARGES 1/23 - 2/24/2	689.58	65955
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	4,924.47	65975
591-570-930.000	REPAIR & MAINTENANCE	ROBBINS' LOCK SHOP, INC.	WTP DEADBOLT/SERVICE CALL	191.66	65981
591-570-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	WTP WIRE TIES	47.07	65989
591-570-955.000	MISCELLANEOUS EXPENSE	LOWELL LEDGER	CHARGES FOR FEBRUARY 2015	218.70	65974
	Total For Dept 570 TREATM			14,060.70	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	FEBRUARY 2015 CHARGES	34.96	65952
591-571-801.000	CROSS CONNECTIONS	HYDRO DESIGNS, INC.	CROSS CONNECTION FEB 2015	815.00	65965
591-571-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONALS SERVICES	188.40	65988
591-571-802.000	CONTRACTUAL	MICHIGAN CAT	PUMP STATION WATER REPAIR	4,630.00	65977
591-571-802.000	CONTRACTUAL	MICHIGAN CAT	PUMP STATION WATER R&M	961.75	65977
591-571-802.000	CONTRACTUAL	MICHIGAN CAT	PUMP STATION RENTAL EQUIP	1,822.50	65977
591-571-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES JAN 10-FEB	50.74	65938
591-571-864.000	CONFERENCES & CONVENTIONS	CARDMEMBER SERVICE	CITY CREDIT CARD CHARGES	500.00	65953
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 1/16 - 2	914.01	65975
591-571-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	WATER DEPT- REPAIR & MAIN	76.50	65930
591-571-930.000	REPAIR & MAINTENANCE	MICHIGAN METER TECHNOLOGY	MAINT ON HANDHELD READER	452.50	65931
591-571-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER DEPT REPAIR & MAINT	119.25	65958
591-571-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER DEPT REPAIR & MAINT	31.22	65958
591-571-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	W/S REPAIR & MAINT (329 N	262.50	65969
Total For Dept 571 DISTRI				10,859.33	
Total For Fund 591 WATER				24,920.03	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	ALL SOURCE IMAGING, LLC	PRINTER CARTRIDGES	193.99	65950
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	WTP PROF SERVICES	225.00	65949
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	CITY HALL - PROF SERVICES	1,084.98	65949
636-000-801.000	PROFESSIONAL SERVICES	I2 INTEGRATION	WEBSITE UPDATES	280.00	65966
636-000-802.000	CONTRACTUAL	CARDMEMBER SERVICE	CITY CREDIT CARD CHARGES	20.00	65953
636-000-970.000	CAPITAL OUTLAY	ADDORIO TECHNOLOGIES, LLC	WIRELESS PROJECT	975.00	65949
636-000-986.000	COMPUTER DATA PROCESSING	DELL MARKETING L P	WTP COMPUTER	836.00	65926
Total For Dept 000				3,614.97	
Total For Fund 636 DATA P				3,614.97	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-930.000	REPAIR & MAINTENANCE	GREENVILLE TRUCK & WELDIN	EQUIP OPERATING SUPPLIES	46.02	65914
661-895-930.000	REPAIR & MAINTENANCE	GREENVILLE TRUCK & WELDIN	EQUIP REPAIR & MAINT	38.71	65914
661-895-930.000	REPAIR & MAINTENANCE	GRAND COLLISION - LOWELL	EQUIP REPAIR & MAINT	227.10	65962
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	FEBRUARY 2015 INVOICES	839.14	65979
661-895-930.000	REPAIR & MAINTENANCE	TRUCK & TRAILER SPECIALTI	EQUIP REPAIR & MAINT	1,554.08	65985
661-895-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	EQUIP REPAIR & MAINT	53.70	65989
Total For Dept 895 FLEET				2,758.75	
Total For Fund 661 EQUIPM				2,758.75	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT 2/1 - 2/	40,754.29	65916
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT 2/16 - 3	9,936.29	65946
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT 2/1 - 2/	37,759.42	65917
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT 2/16 - 3	7,886.52	65967
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT 2/1 - 2/	281,427.47	65920
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT 2/16 - 3	70,196.98	65973
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT 2/1 - 2/	1,746.19	65916
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT 2/16 - 3	1,687.07	65946
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT 2/1 - 2/	1,365.00	65918
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT 2/16 - 3	1,318.78	65968
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT 2/1 - 2/	19.87	65913
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT 2/16 - 3	573.34	65963
703-000-274.001	UNDISTRIBUTED PA 198 TAXE	KENT COUNTY TREASURER	IFT TAX REIMBURSEMENT	1,047.36	65946
703-000-274.001	UNDISTRIBUTED PA 198 TAXE	GRAND RAPIDS COMMUNITY CO	IFT TAX DISTRIBUTION	332.95	65963
703-000-274.001	UNDISTRIBUTED PA 198 TAXE	KENT DISTRICT LIBRARY	IFT TAX DISTRIBUTION	238.55	65967

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Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-274.001	UNDISTRIBUTED PA 198 TAXE	LOWELL AREA HISTORICAL MU	IFT TAX DISTRIBUTION	45.11	65972
703-000-274.001	UNDISTRIBUTED PA 198 TAXE	LOWELL AREA SCHOOLS	IFT DEBT & LAS BLDG & SIT	18,089.18	65973
703-000-275.000	DUE TO TAXPAYERS	KING MILLING CO	Sum Tax Refund 41-55-72-0	578.72	65943
Total For Dept 000				475,003.09	
Total For Fund 703 CURREN				475,003.09	

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

Fund 101	GENERAL FUND	30,362.85
Fund 202	MAJOR STREET FUN	760.59
Fund 203	LOCAL STREET FUN	760.61
Fund 248	DOWNTOWN DEVELOP	884.95
Fund 260	DESIGNATED CONTR	489.57
Fund 581	AIRPORT FUND	3,377.66
Fund 590	WASTEWATER FUND	47,294.44
Fund 591	WATER FUND	24,920.03
Fund 636	DATA PROCESSING	3,614.97
Fund 661	EQUIPMENT FUND	2,758.75
Fund 703	CURRENT TAX COLL	475,003.09

590,227.51



STRATEGIC GOALS REPORT

MARCH 16, 2015

COMMUNITY COLLABORATION

1) Encourage Public Participation: We are currently developing a poll to gather public input on our web site. (3/17/14)

2) Promote Accomplishments: The Lowell Police Department participated in the UpTV "UpLiftSomeone" campaign. I will be showing the video during your council meeting. This project has caught the attention of region and national media. Congratulations to our team members at the police department and our new friends at UpTV. (12/15/14)

3) Engage Boards/Commissions: The Planning Commission and Parks & Recreation Commission have completed the Roles/Responsibilities exercise. (3/17/14)

GOVERNMENT EFFICIENCY AND EFFECTIVENESS

4) Street Asset Management Plan: We have completed the mix of fixes and received estimates of the costs of each from Williams & Works. Also, the Grand Valley Metro Council has created a database of our streets and will begin working on the draft models for our consideration. (11-17-14)

5) Wastewater System Asset Management Plan: We were not awarded the SAW Grant for 2014 and were chosen in the lottery at 372 of 573 grant proposals submitted. Our engineers have calculated that we could be eligible in 2016 if the Legislature appropriates funds for the grant program. We are optimistic about our chances; however, this goal may need to be put on hold until 2016. (3/17/14)

6) Inflow & Infiltration Mitigation: The flow monitors you approved at the previous meeting have been installed and data will be collected for the next two months. You may recall this process has the dual benefit of collecting data to evaluate and size the new lift station while giving us more information to assess areas for eliminating inflow and infiltration. (3-16-15)

✓ **7) Facility Improvement Plans:** Completed. The submitted plans have been incorporated into the budget document. (12/1/14)

✓ **8) Utility Improvement Plans:** Completed. These plans have been updated and are incorporated into the budget recommendations presented to you. (5/5/14)

CITY OF LOWELL STRATEGIC GOALS REPORT

QUALITY NEIGHBORHOODS

✓ **9) Community Clean-Up Project:** Completed. We worked with the townships, the school district and the chamber on a community clean-up day during the harvest festival. This goal has been completed. (11-17-14)

✓ **10) Pilot Leaf Disposal Project:** You discussed this item at your September 17 workshop with a consensus that we have explored this sufficiently but that this is not a project we are able to accomplish. This item is completed. (10-6-14)

11) Code Compliance Process and Reporting: As of the end of October we are at 86% compliance for all zoning and code enforcement complaints we have taken during the calendar year. Of the 14% that are still open, one is a foreclosure home awaiting a sheriff sale and three are vacant buildings awaiting the sale of the property. (11-17-14)

12) Rental Rehabilitation Program: We were recently informed by Kent County that the end of our three-year cycle is in 2015, even though the Department of Housing and Urban Development required us to notify them of our intent to terminate our participation in the Urban County Program by May of this year. (7/7/14)

ECONOMIC VITALITY AND SUSTAINABILITY

13) Community Development Director: At this point, we are monitoring and following the work of the Greater Lowell Community Alliance. (3/17/14)

✓ **14) Downtown Development Plan:** The final report has been presented to the Downtown Development Authority. (3/2/15)

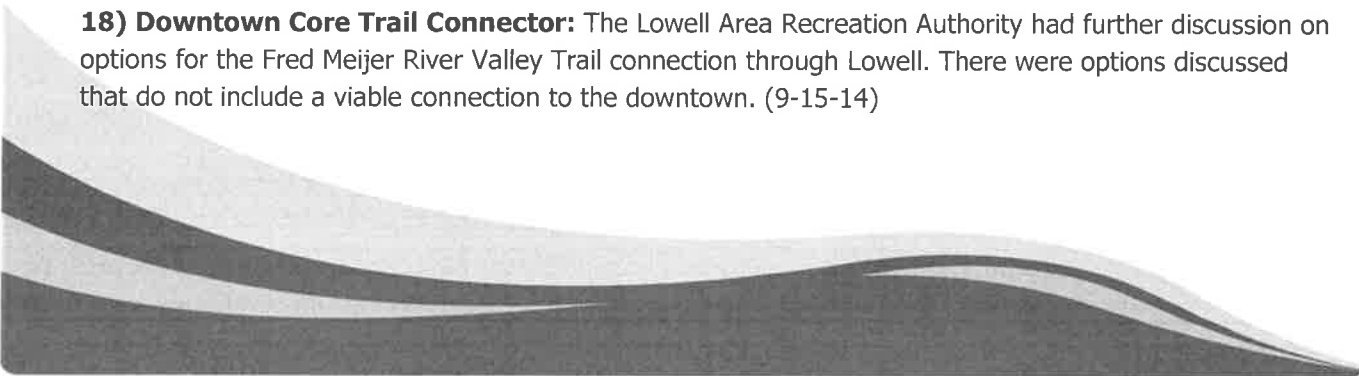
15) Business Recruitment: This project will begin this summer. (3/17/14)

DIVERSE RECREATIONAL AND CULTURAL OPPORTUNITIES

16) Recreation Plan Update: We have presented a first draft to the Parks & Recreation Commission for review. Next step will be to take their input and incorporate that into the next draft. (6-2-14)

✓ **17) Riverwalk Stage/Showboat Plan:** The final plan was presented to you at your June 16, 2014, council meeting. This project is completed. (7-7-14)

18) Downtown Core Trail Connector: The Lowell Area Recreation Authority had further discussion on options for the Fred Meijer River Valley Trail connection through Lowell. There were options discussed that do not include a viable connection to the downtown. (9-15-14)





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

PENDING COUNCIL PROJECTS REPORT

March 16, 2015

UPDATES

Downtown Tower Removal – No further update.

Lime Disposal – No further update.

Underground Electrical Lines – No further update.

Trash Ordinance Update – No further update.

Right of Way Ordinance – No further update.

UPDATES

Downtown Tower Removal

(11-3-14) We received no bids on this project. Our timeline was mentioned as one potential obstacle. We are reevaluating and may proceed later this year or early next year.

(10/6/14) We have issued a Request for Proposals to have the downtown tower removed and sold. The deadline for submitting proposals is October 17. We hope to bring a recommendation to you at your October 20 meeting and expect to have the tower removed by the end of November.

Lime Disposal

(10/6/14) Our engineering firm has been in contact with the DEQ and has been informed that lime application on agricultural land is being handled by the Department of Agriculture effective September 16. We are working with both departments to determine how to proceed.

(1/20/15) I will be forwarding to you a copy of a letter and report that we have submitted to the DEQ.

(2-17-15) The cover letter and report issued to the DEQ has been forwarded to you.

Underground Electrical Lines

(11-3-14) You discussed this item at your previous council meeting. A report was presented by Light & Power General Manager Greg Pierce and questions were asked and answered.

(10/6/14) During your early September workshop you asked that I convey to Light & Power that you would like to have a report back to the council by your second meeting in October. Greg Pierce responded to my email stating that he would have something prepared for your October 20 council meeting.

Trash Ordinance Update

(10/6/14) We have completed drafts to make improvements to the trash ordinance and have also developed rules to go along with the ordinance. This will be an agenda item at a future workshop.

Right of Way Ordinance

(10/6/14) You have asked that I contact the city attorney to begin a discussion about a right-of-way ordinance.

Arbor Board

Official Comprehensive Tree Plan 2015-2016

Report to the Lowell City Council

Introduction

An urban forest is a valuable asset to any city. Trees improve the quality of our air and water, reduce our energy costs by providing shade, they reduce noise pollution, increase our property values, and make a neighborhood a more attractive and desirable place to live, work, and shop.

Trees have other benefits, too. Especially in an urban environment, tree canopies filter and absorb toxic gases including carbon monoxide, nitrogen dioxide and sulphur dioxide. Trees have also been shown to be very effective at trapping fine dusts and toxic particles, the trapped dust being washed to the ground by rain.

If you look out your window and see a tree, do you know what kind of a tree it is? Do you know how healthy it is? Do you know how old it is? Does it matter?

Benefits of Community Trees: As architectural elements, trees create interest with their ever changing colors and textures. They act as unifiers, pulling together disparate elements in the urban landscape. They serve to soften and smooth (or de-emphasize) harsh angles and lines of individual buildings.

As articulators, trees help to clarify, delineate, and emphasize areas. Because of their natural beauty, trees help to humanize harsh city landscapes by encouraging people to stop, reflect, and relax. Trees modify the urban climate by slowing wind movement, reducing irritating noise levels, controlling glare and reflection from buildings, cooling city streets in summer, and purifying air as they filter out pollutants and add oxygen to the immediate environment.

Properly placed trees can reduce residential heating and cooling costs by an estimated 20 to 50 percent. Trees also have real estate value. According to the U.S. Forest Service, trees increase property values by 10 to 15 percent.

Roles and Responsibilities

The general powers granted to the City of Lowell through its charter define the role of the City Council, the Arbor Board and the City Manager (and staff). Generally, the charter states the following under Section 3.1:

Providing for the control over all trees, shrubs and plants in the public streets, highways, parks, or other public places in the City, all dead and diseased trees on private property and trees on private property overhanging the street, sidewalk, or public places, including the removal thereof and assessing the cost thereof against the abutting property as a special assessment.

City Council: The City Council has overall responsibility for setting policy and vision and ensuring that activities of the Arbor Board and the City Manager relating to trees support the overall vision and mission. Specifically the City Council:

- Consents to appointments to the Arbor Board as directed by the Mayor.
- Approves an annual plan submitted to the Council by the Arbor Board.
- Approves a budget that appropriates resources to implement the annual plan and for other tree-related activities.
- Sets fees and special assessment districts for removal and replacement of trees.

City Arbor Board: The Arbor Board was organized in 2007 in response to citizen concerns that action needed to be taken to offset the impact of trees being removed through infrastructure growth and improvements. At the time, the city was lacking an overall policy pertaining to the removal and replacement of trees within the community. With the creation of the Arbor Board there is greater interaction between citizens and city staff that results in the creation and implementation of a long-term plan.

The duties and responsibilities of the Lowell Arbor Board are defined in Chapter 23 of the Code of Ordinances for the City of Lowell. Specifically the Arbor Board:

- Shall study, investigate, counsel, and develop, annually update and administer a written plan for the care preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in public parks, along public streets and roads, within public right-of-ways and within other public areas.
- At the request of the City Council, consider, investigate, make findings, and report and make recommendations on any matter or question within the scope of its work.
- Work with the City Manager and staff to administer the Comprehensive Tree Plan.

City Manager and Staff: The City Manager has specific duties outlined in the City Charter relating to trees and carries out these duties with the assistance of qualified staff. Specifically the City Manager must:

- Provide technical assistance to the Arbor Board and ensure that the Comprehensive Tree Plan is implemented.
- Accept application from any person desiring to plant shade or ornamental trees in any public right-of-way and make a determination providing whether or not such trees may be planted.
- Authorize trimming of trees standing in or that may overhang any highways, streets, avenues, or which in any manner obstruct the public lighting of the city.

- Authorize the removal of an existing tree, shrub or other woody plant located in the street right-of-way, a city park, or other city-owned property.
- Authorize the planting and spacing of new trees in accordance with prescribed planting practices.
- Ensure that provisions of the City Code of Ordinances relating to noxious shrubs, weeds and grass are enforced.

Comprehensive Tree Plan for the City of Lowell

The Vision Statement: It is the intent of the Arbor Board to seek input from the community as to the direction and accomplishments to be pursued by the Arbor Board. This can be done through community meetings or on-line surveys utilizing the city website. One significant goal should be for the planting and the continuing maintenance of trees along West Main Street. The preferred plan is to locate trees within the highway right-of-way, placement on private property would be an acceptable alternative. Although the economy has been slow to recover Lowell is fortunate to have the financial support of our local foundations for our continued support.

The Plan Area: For the purposes of defining the plan area the City of Lowell is divided into several geographical areas. The Flat River will define the East and West boundaries of the city and Main Street will define the northern and southern boundaries. Additionally, we can further define Lowell by designating generic “Downtown Shopping Areas” and “West Main Shopping Areas.” If any additional areas are to be defined, they will be outlined by utilizing common street names.

The Goal(s): To maintain, at a minimum, and to improve on the Urban Forest Canopy within the city proper. To date, we have not been restrictive in our areas of involvement, placing trees where we found areas of need. This includes residential neighborhoods, city park properties and commercial districts. Recently, significant amounts of trees throughout the community have been devastated by insect infestation, thereby causing the loss of tree cover and inventory. A significant cost will be incurred in the coming year(s) and may curtail some of the planting progress. Fortunately this is being offset by progress in the past few years.

To date, the Arbor Board has authorized the installation of 701 trees of various varieties throughout the community. Tree selections and tree planting has been accomplished through the use of selected contractors, under the direct supervision of the Department of Public Works.

This has been done with the financial participation from the City of Lowell through Lowell Light and Power, the LCTV Fund, and the Look Fund and the very generous support of the Lowell Area Community Fund. It will be our intent to continue to utilize funds from these various community sources on, at least, an annual basis.

Comprehensive Tree Plan Areas by Zone

Zone 1 – North / East Side Lowell

1. Removal of selected dead trees from street parkways.
2. Selected thinning and pruning of pine forest at Washington Street city property.
3. Maintain and trim trees and remove along ROW and offer replacement trees to be planted on residential properties as budget permits.

Zone 2 – South / East Side Lowell

1. Maintain and trim trees along ROW when needed.
2. Maintain and trim trees and remove along ROW and offer replacement trees to be planted on residential properties as budget permits.

Zone 3 – Downtown/Riverwalk

1. It is suggested that the Arbor Board take over the responsibilities of planting from the DDA, allowing the DDA to concentrate on development, and to provide the Arbor Board with coordinating planting activities throughout the community. It is also intended to coordinate all planting efforts with the Showboat Garden Club to minimize duplication of effort.
2. Maintain and add trees where appropriate along Riverwalk Extension.
3. Assist with landscaping at library as budget allows.

Zone 4 – West Main Shopping Area

1. Annual budgeting should include tree planting in this area. Our hope is that we will eventually be allowed by the state and county, to plant within the right-of-way. In the meantime, we should concentrate on planting on private property fronting Main Street.

Zone 5 – North / West Side of Lowell

1. Add trees along trail/extension – Litehouse pipeline to bio-digester.

Zone 6 – South / West Side of Lowell

- 1.

Implementation Tree Plan for 2015

- 1, Zone 5, Item #3. Add trees along trail/extension – Litehouse pipeline – bio-digester
- 2, It is suggested that the Arbor Board take over the responsibilities of planting from the DDA, allowing the DDA to concentrate on development, and to provide the Arbor Board with coordinating planting activities throughout the community. It is also intended to coordinate all planting efforts with the Showboat Garden Club to minimize duplication of effort.

. **Projected Budget:** It is anticipated that a budget of \$10,000 will be needed in order to carry out the Implementation Plan for spring 2015.

Submitted by the Lowell Arbor Board

Jim Reagan, Secretary

Sharon Ellison

Diane LaWarre

Tamela Spicer

Melissa Spino

CITY OF LOWELL

FUND BALANCE POLICY

1. PURPOSE

- A. To establish a policy for managing fund balance in the City's *governmental funds* in a manner consistent with Governmental Accounting Standards Board (GASB) Statement No. 54, which substantially altered the focus and terminology used for fund balance reporting.

2. DEFINITIONS

Fund Balance: Fund Balance is created from excess revenues over expenditures in a fund. It is the fund's net assets, mostly made up of cash and investments and, unless restricted, is available for spending.

Governmental Funds: Governmental Funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. Governmental Funds focus on near-term inflows and outflows of spendable resources as well as on balances of spendable resources available at the end of the fiscal year. Governmental Funds do not include Proprietary Funds (Enterprise) or Fiduciary Funds.

3. GENERAL POLICY STATEMENTS

- A. There are five components of fund balance:

1. Non-spendable Fund Balance: This portion of fund balance is non-spendable because of its form, for example inventory or non-financial assets, or because of legal or contractual requirements.
2. Restricted Fund Balance: This portion of fund balance is restricted due to external limitations placed on the use of the funds. The restriction typically comes from outside the local government as a condition of the revenue source.
3. Committed Fund Balance: Fund balance is committed if a limitation is set in place by formal action of the City Council prior to the end of the fiscal year. The limitation remains binding until the City Council takes formal action to remove it.
4. Assigned Fund Balance: These are funds intended to be used for specific purposes and may be assigned by the City Council or the City Manager. In governmental funds other than the General Fund, Assigned Fund Balance includes all residual amounts not restricted or committed because the fund is created and maintained to support a specific purpose.

5. Unassigned Fund Balance: The General Fund, and no other governmental fund, may have resources that cannot be classified in one of the other four categories described above. Only the General Fund can report a surplus as unassigned fund balance.

- B. When multiple classifications are available and appropriate for particular expenditures, fund balance will be utilized first from the most restrictive category working toward unassigned fund balance. Relative “restrictiveness” of fund balance shall proceed from the most to least in order of the five classifications listed in this policy, from one to five above.
- C. Many factors should be considered to determine an appropriate level of fund balance for the General Fund. Factors such as unanticipated infrastructure emergencies, operating a minimum number of months during crisis, responding to cuts in state aid, matching grant opportunities, being credit worthy by rating agencies and responding to downturns in the economy.
- D. For the General Fund, the budget shall be prepared and activities managed to result in an ending Unassigned Fund Balance of at least the greater of \$500,000 or 15% of General Fund expenses, except in the case of emergency or financial distress. Circumstances of emergency or financial distress shall be reported to the City Council at the earliest practical time.

*Amended and Restated
Operation and Maintenance Agreement
for Wastewater Treatment Facilities*

The Amended and Restated Operation and Maintenance Agreement (the "Agreement"), dated as of March 31, 2015, between the City of Lowell, a Michigan municipal corporation, whose address is 301 E. Main Street, Lowell, MI 49331 (the "Client"), and United Water Environmental Services Inc., a Delaware Corporation, with offices at 300 Ottawa Avenue NW Suite 240, Grand Rapids, Michigan 49503 ("United Water"), pursuant to the Assignment and Assumption Agreement as of July 7, 2008, between United Water NACO LLC and Earth Tech, Inc., a California corporation, and thereafter assigned to United Water Environmental Services Inc.

RECITALS:

WHEREAS, the Client is the owner of wastewater treatment facilities as described in Exhibit A to this Agreement (the "Facilities"); and

WHEREAS, the Client desires to amend and restate its Agreement dated June 6, 2005, with Earth Tech, and thereafter assigned to United Water, to operate and maintain the Facilities on behalf of the Client, and United Water desires to accept such engagement; and

WHEREAS, the Client is authorized by law to amend and restate this Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the parties agree as follows:

ARTICLE I - STANDARD SERVICES

1.01 Operation and Maintenance. Commencing on July 1, 2015, (the "Effective Date"), United Water will provide all routine operation and maintenance of the Client's Facilities on a 7 day per week basis within the design capabilities of the Facilities as described in Exhibit A to this Agreement (the "Design Capabilities"). For purposes of this Agreement, routine operation and maintenance shall include all activities necessary to satisfy the requirements imposed on the Client by the Discharge Permit (the "Discharge Permit"). The existing Discharge Permit will control until the new Discharge Permit is finalized, at which time it will be incorporated into this Agreement in Exhibit B.

1.02 Reserved.

1.03 Expenses for Routine Services. United Water will assume responsibility for the cost of those routine and/or repetitive activities required or recommended by the Facilities Operation and Maintenance Manual, the equipment or Facilities' manufacturer, or United Water to operate the Facilities and to maximize the service life of the equipment, vehicles, and Facilities, including, but not limited to, the expense of United Water personnel, chemicals, utilities and expendable supplies. This expense is included in the monthly compensation for Standard Services as set forth in Section 4.01.

1.04 Expenses for Maintenance. United Water will assume responsibility for the expenses incurred in the preventive maintenance of the Facilities, including replacement parts, contracted services including labor component, materials, and supplies. These expenses attributable to normal wear and tear of the Facilities will be assumed by United Water up to a maximum of \$12,000 per year. This expense is included in the monthly compensation for Standard Services as set forth in Section 4.01. If the annual cost for maintenance is below this amount, United Water will return the savings to the Client. All costs of maintenance in excess of this maximum will be paid for by Client in the same manner as Non-Routine services.

1.05 Laboratory Services. United Water will assume complete operation and management of the Client's laboratory in accordance with the frequency and parameter requirements of the Discharge Permit. This expense is included in the monthly compensation for Standard Services as set forth in Section 4.01.

1.06 Staffing. United Water will provide employees of United Water, one of which shall be a properly certified Operations Manager, for the staffing of the Facilities. Backup services will be provided by United Water corporate personnel. In addition, United Water will be on call 24 hours per day, 7 days per week for emergencies. Except to the extent that employees of Client are supervised by United Water in the performance of this Agreement, United Water shall provide employees of United Water to provide all services required of United Water by this Agreement; and in such situation, United Water shall be deemed to be an independent contractor for purposes of applicable wage, fringe benefit, and worker compensation laws.

1.07 Liaisons. United Water shall communicate with the Client liaison, designated pursuant to Section 3.01 (h) of this Agreement, regarding decisions and other matters related to the operation of the Facilities. In addition, United Water shall advise the Client and serve as the Client's liaison to regulatory agencies and industrial users in matters related to the operation of the Facilities.

1.08 Regulatory Compliance. United Water will supervise all regulatory compliance and financial transactions, except for the enforcement of the Client's ordinances or regulations. Subject to the limitations of this Section 1.08 and the Design Capabilities, United Water shall operate the Facilities in compliance with current state and federal regulatory requirements and the Discharge Permit. United Water will pay all fines imposed on Client for process upsets, violation of discharge limits, and violation of the Discharge Permit, including all reasonable attorney fees and expenses for contesting any fine or penalty unless such process upsets or violations are attributable to:

- (a) User discharges to the Facilities in violation of Client ordinances;
- (b) Wastewater, including, but not limited to, contaminants such as soluble oils, heavy metals, excessive suspended solids, and excessive organic loadings which are not within the Design Capabilities of the Facilities or which cannot, within the Design Capabilities of the Facilities, be treated to the degree required by the Discharge Permit or other applicable state and federal regulations or laws, as amended from time to time; or
- (c) The malfunction or failure of equipment except to the extent due solely to the negligent acts, errors, or omissions of United Water.

United Water shall be given full authority to contest any alleged permit violations and the Client shall assist United Water in all such proceedings.

1.09 Reports and Records. United Water will prepare and co-sign all reports required by state and federal regulatory agencies, including the Discharge Permit, and will maintain other records deemed useful by United Water and Client to monitor and control the operation of the Facilities.

1.10 Technical Services. As part of the Standard Services as defined in Section 4.01, United Water shall provide such technical services as are required to identify, evaluate, and prepare preliminary recommendations for changes in the Facilities and operations as may be necessary to ensure the proper compliance, operation and maintenance of the Facilities.

ARTICLE II – RESPONSIBILITIES OF UNITED WATER

2.01 Non-Routine Services. Additional operation and maintenance, including the cost of labor, parts and subcontractors, not considered routine under this Agreement or required as a result of

flood, fire, Act of God or other force majeure, civil disturbance, or other event or circumstance beyond United Water's control (collectively, "Non-Routine Services"), are not included in the Standard Services as defined in Section 4.01. As requested by the Client in writing, United Water will assist the Client in obtaining or providing, or United Water will obtain and provide, the operation and maintenance so required, and United Water will be paid for such Non-Routine Services in accordance with Section 4.07 of this Agreement.

2.02 Performance of Duties and Obligations. United Water shall perform its services and duties under this Agreement in accordance with the standard of care and diligence normally provided by other professional firms providing similar contract services. United Water makes no other warranty, express or implied, with respect to any services performed hereunder. United Water shall not be liable for any claim, damage, cost, or expense (including attorney fees) caused by malfunction or failure of the Facilities or any component thereof or other liability or loss, except to the extent caused directly by the negligent acts, errors, or omissions of United Water. United Water shall, in no event, be liable for indirect, incidental, or consequential damages, including, but not limited to, loss of profits or revenue, whether such loss arises out of any error or agreement, or is based upon contract, negligence, or any other cause of action.

2.03 Insurance Coverages. United Water will provide and maintain at all times during the term of this Agreement the following minimum insurance coverages:

- (a) Workers Compensation Insurance in compliance with Michigan (the "State");
- (b) General Liability Insurance with a minimum combined single limit of TWO MILLION DOLLARS (\$2,000,000), including the broad form property damage endorsement; and
- (c) Automobile Liability Insurance (owned, non-owned, or hired units) with a minimum combined single coverage limit of ONE MILLION DOLLARS (\$1,000,000).

United Water will furnish the Client with Certificates of Insurance as evidence that policies providing the required coverages and limits are in full force and effect, and identifying the Client as an additional insured on the General Liability Insurance and Automobile Insurance. Such policies shall provide that no less than thirty (30) days advance notice of cancellation, termination, or material alteration shall be sent directly to United Water and the Client.

2.04 Proprietary Rights. All facility records, data, software, and information, including, but not limited to, operation reports, laboratory data, and budgetary and financial information shall remain the property of the Client. All operating procedure guidelines, preventive maintenance programs, and plant evaluation reports shall, upon termination of this Agreement, remain the property of the Client.

2.05 United Water's Responsibility for Liability. United Water shall be responsible for liability, claims, demands, losses, damages, costs, or expenses caused by malfunction or failure of the Facilities or any components thereof or other liability or loss, including injury, death, or damages to any person or property, related in any way to the performance of this Agreement to the extent such liability, claims, demands, losses, damages, costs, or expenses are caused directly by the negligence of United Water. This provision shall survive the termination of this Agreement.

2.06 Additional Technical Services. United Water will provide additional technical services which are in addition to the services detailed in Section 1.10 ("Additional Technical Services"), as and when requested by the Client. United Water shall be compensated for such Additional Technical Services in the manner provided by Section 4.07 of this Agreement. A detailed scope of work and cost estimate for such Additional Technical Services will be provided to the Client by United Water, and written authorization to proceed from the Client shall be required by United Water before such services are initiated.

2.07 United Water Equipment. Any temporary or portable equipment which is provided by United Water during the term of this Agreement and which is not deemed part of the Facilities shall remain the property of United Water upon termination of this Agreement. Any temporary or portable equipment which is purchased with maintenance funds pursuant to Section 1.04 shall remain the property of the Client. United Water shall not make any capital replacements of the Facilities or any component thereof without the prior written approval of the Client.

2.08 Environmental. Client and United Water understand and agree that neither this Agreement nor the performance hereof by United Water shall render United Water an "owner" or "operator" of the Facilities as those terms are used in the Resource Conservation and Recovery Act, 42 U.S.C. 6901, et seq., as amended, and the Comprehensive Environmental Response Compensation and Liability Act, 42 U.S.C. 9601, et seq., or similar federal, state, or local environmental legislation and United Water's liability shall remain limited as defined in this Agreement. Client shall execute any manifests or forms required by law or regulation in connection with the transportation, storage or disposal of hazardous or contaminated materials resulting from the Standard Services or work at the Facilities.

ARTICLE III - RESPONSIBILITIES OF THE CLIENT

3.01 Basic Client Responsibilities. As part of this Agreement, Client agrees to perform all functions and retain all responsibilities and obligations related to the Facilities not expressly assumed herein by United Water, including, without limitation, the following:

- (a) Client shall promptly procure and continually maintain, in full force and effect, and in accordance with their respective terms, all guarantees, warranties, easements, permits, licenses, and other similar approvals and consents necessary to operate and maintain the Facilities received by or granted to Client as owner of all Facilities and component parts thereof;
- (b) Client shall be responsible for expenditures for all capital replacement, provided that United Water will provide justification and technical review of such expenditures;
- (c) Client shall enforce all Client ordinances, including those pertaining to user pretreatment standards and provide for the billing and collection of all user fees and rates pertaining to the Facilities;
- (d) Client shall, at all times, provide access to the Facilities for United Water, its agents, and employees;
- (e) Client shall provide United Water the use of all existing equipment owned by the Client necessary for the operation and maintenance of the Facilities;
- (f) Client shall be responsible for damage and liability to the Facilities or components thereof caused by flood, fire, Acts of God or other force majeure, civil disturbance, Acts of War, terrorism or misuse of property caused other than solely by the negligent acts of United Water;
- (g) Client shall be responsible for all fines and penalties imposed for process upsets, violation of discharge limits, and violation of the Discharge Permit attributable to the operation and maintenance of the Facilities together with related costs and expenses, to the extent not assumed by United Water on the terms set forth in Section 1.08 of this Agreement;
- (h) Client shall designate an individual to act as liaison with United Water in connection with the performance of services by United Water under this Agreement;

- (i) Client shall be responsible to the extent legally required by statutory law or otherwise for all claims, damages and liability resulting from the back up of wastewater in the collection system except as caused solely by the negligence of United Water; and
- (j) Client shall be responsible for maintenance and repair, or causing to be maintained and repaired, Client owned sewers, cleanouts, outfalls, and other appurtenances not constituting the Facilities.

3.02 Client Insurance Coverages. Client shall maintain, in full force and effect policies of property and general liability insurance pertaining to the Facilities. Client shall furnish United Water with Certificates of Insurance as evidence that such policies are in full force and effect. Such policies shall provide that no less than thirty (30) days advance notice of cancellation, termination, or material alteration shall be sent directly to United Water and the Client.

3.03 Client's Responsibility for Liability. To the extent allowed by statutory or other law, Client shall be responsible for liability, claims, demands, losses, damages, costs, or expenses (including attorney fees) related in any way to the performance of this Agreement or the operation of the Facilities to the extent such liability, claims, demands, losses, damages, costs, or expenses arise out of a finding of Client's negligence or negligence of Client's elected and appointed officials and employees. This provision shall survive the termination of this Agreement.

3.04 Hazardous Materials. Client acknowledges that except as specifically stated in this Agreement, United Water has no responsibility as a generator, treater, storer, or disposer of hazardous or toxic substances found or identified at a site.

ARTICLE IV - COMPENSATION

4.01 Standard Services. As compensation for all Standard Services rendered by United Water hereunder (the "Standard Services"), the Client shall pay United Water on a monthly basis during the first 12 months of this Agreement, commencing with the Effective Date, the sum of Thirty-Five Thousand Nine Hundred and Twenty-Five Dollars (\$35,925) per month for Standard Services (the "Base Rate") subject to adjustment pursuant to this Article IV. Thereafter, Client shall pay United Water the Base Rate each month, adjusted for Cost of Living per Article 4.02 and other adjustments as applicable pursuant to this Article IV.

4.02 Cost of Living. The monthly compensation for Standard Services provided in Section 4.01 of this Agreement shall be reviewed annually on or before the anniversary of the Effective Date and will be adjusted by a cost of living index to account for inflation. The cost of living index shall be the Consumer Price Index, All Urban Consumers, 12-Month Percent Change, Not Seasonally Adjusted (CPI Series ID CUUR0000SA0 or its successor index as may be mutually agreed upon by the parties) as published by the US Bureau of Labor Statistics. The Standard Services compensation shall be adjusted by the previous year's annual 12-month percentage change, and this adjustment shall occur annually as of the anniversary of the Effective Date.

4.03 Electricity and Heating Fuel Adjustment. The monthly compensation for Standard Services may be adjusted at any time by a mutually acceptable amount to compensate for any published rate increases or decreases in electrical cost and/or heating fuel cost that occur during any Agreement year.

4.04 Changes in Flows/Loadings. The monthly compensation for Standard Services may be adjusted at any time by a mutually acceptable amount for changes in costs incurred by United Water to account for increases/decreases in flows and/or loadings.

4.05 Changes in Law. Additional costs of operation and maintenance including the cost of labor, parts and subcontractors required in the event of any change in operation, maintenance, reporting requirements, analytical requirements, the level of treatment required, solids disposal and/or transportation fees, personnel requirements or qualifications required by any governmental agency having jurisdiction to order such change, will be considered a Change in Law change and compensation shall be equitably adjusted as agreed upon by the parties.

4.06 Prevailing Wages: Client and United Water have concluded that the work to be done under this contract is not subject to the prevailing wage laws of the State, if any. If it should subsequently be determined otherwise, the Client shall reimburse United Water any back charges, interest and penalties associated with such a determination; and such determination or finding would constitute a Change in Law and cause for an equitable adjustment in the contract terms and price.

4.07 Non-Routine Services. Costs for Non-Routine Services provided by United Water pursuant to Section 2.01 shall be paid by Client to United Water separately on a time and expense basis, including overtime. Materials and subcontractors will be invoiced to Client by United Water at cost, plus 10% on the actual cost of materials to reimburse United Water for administrative expenses. For United Water labor not regularly assigned to these Facilities the Client shall pay United Water actual wages plus benefits at 35% plus 20% for overhead and administration. There will be no additional charge for United Water labor regularly assigned to these Facilities performing Non-Routine services during the course of their normal working shift however, if such employee performs services on an overtime basis, Client shall pay United Water actual wages plus 50% for overtime plus benefits at 35% plus 20% for overhead and administration.

4.08 Additional Technical Services. Costs for Additional Technical Services requested by Client pursuant to Section 2.06 of this Agreement shall be paid by Client to United Water in accordance with the terms and conditions set forth in the cost estimate provided to Client pursuant to Section 2.06 of this Agreement.

4.09 Late Payments. Any payments not received by United Water within thirty (30) days from the date of the invoice shall carry interest at the rate of one (1%) per month on the unpaid balance.

ARTICLE V - TERM OF AGREEMENT

5.01 Term. This Agreement shall remain in full force and effect for five (5) years from the Effective Date.

5.02 Extensions. The term of this Agreement may be extended as mutually agreed upon in writing by the Client and United Water.

ARTICLE VI - TERMINATION

6.01 Termination by Client. This Agreement may be terminated upon sixty (60) days written notice given by Client to United Water for default by United Water. In the event of a default by United Water, this Agreement shall not be terminated if United Water cures the default within such sixty (60) day period.

6.02 Termination by United Water. This Agreement may be terminated upon sixty (60) days written notice given by United Water to Client for default by Client. In the event of a default by Client, this Agreement shall not be terminated if Client cures the default within such sixty (60) day period.

6.03 Termination Without Cause. This Agreement may be terminated by either United Water or the Client for any reason by giving one hundred and eighty (180) days written notice to the other party or such shorter time as may be mutually agreed upon by the parties.

ARTICLE VII - MISCELLANEOUS

7.01 Assignment. This Agreement may not be assigned by either party hereto except with the written consent of the other party, which consent shall not be unreasonably withheld; provided that United Water may assign this Agreement: a) to a parent, subsidiary, related or affiliated corporation so long as such corporation assumes United Water's obligations hereunder; or b) in connection with a merger or consolidation involving United Water or a sale of substantially all its assets to the surviving corporation or purchaser as the case may be, so long as such assignee assumes United Water's obligations there under. United Water shall provide Client with notification of assignment and a copy of such assignment on a timely basis.

7.02 Entire Agreement. This Agreement represents the entire agreement of the parties and may only be modified or amended in writing signed by both parties.

Written notices required to be given under this Agreement shall be deemed given when mailed by first class mail to United Water, Attention: Legal Department, 200 Old Hook Road, Harrington Park, NJ 07640, to Client, Attention: City Manager at the address set forth for each in the opening paragraph of this Agreement.

7.04 Claims and Rights. No waiver, discharge, or renunciation of any claim or right of United Water arising out of breach of this Agreement by Client shall be effective unless in writing signed by United Water and supported by separate consideration.

7.05 Captions. The captions or headings of the various Articles and Sections of the Agreement are for convenience only and they shall be ignored in interpreting this Agreement.

7.06 Governing Law. This Agreement shall be deemed to have been made in Kent County and shall be governed by, and construed in accordance with, the laws of the State.

7.07 Third Party Liability. Except as specifically stated in this Agreement, this Agreement does not create any rights or benefits to parties other than Client and United Water.

7.08 Reserved.

7.09 Authority to Contract. Each party warrants and represents that it has authority to enter into this Agreement. Client warrants, represents, and certifies that it has appropriate funds available for payments to United Water required by this Agreement. If Client is unable to provide appropriate funds, United Water shall have the option of terminating this Agreement in accordance with Section 6.02.

7.10 Modifications. This Agreement may not be modified or amended except in a writing, signed by both parties and which expressly states that it is intended to modify or amend this Agreement.

IN WITNESS WHEREOF, United Water, by its duly authorized Officer, and the Client, by its duly authorized Council, have executed this Agreement as of the date and year first above written.

CLIENT:
City of Lowell, Michigan

By: _____
James Hodges, Mayor

Attest: _____
Susan Ullery, Deputy City Clerk

UNITED WATER:
United Water Environmental Services Inc.

By: _____
Nadine Leslie, President

Exhibit A – Facilities
Exhibit B – Discharge Permit

EXHIBIT A
Facilities

The Facilities include the wastewater plant, located at 300 Bowes Road in the City of Lowell. Also included are three lift stations within the City of Lowell.

The collection system mains and related structures are not part of this Agreement or part of United Water's responsibility.

EXHIBIT B
Discharge Permit

The existing Discharge Permit will control until the new Discharge Permit is finalized, at which time it will be incorporated into this Agreement in Exhibit B.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 06-15

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN
AMENDED AND RESTATED OPERATION AND MAINTENANCE
AGREEMENT FOR WASTEWATER TREATMENT FACILITIES WITH
UNITED WATER ENVIRONMENTAL SERVICES, INC.**

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following resolution:

WHEREAS, the City previously entered into an Operation and Maintenance Agreement for Wastewater Treatment Facilities dated as of June 6, 2005 (the "Agreement"), with Earth Tech, Inc. ("Earth Tech") for maintenance and operation of the City's wastewater plant including sanitary sewer lift stations within the City (the "Facilities"); and

WHEREAS, United Water Environment Services, Inc. ("United Water") is the successor in interest of Earth Tech with respect to the Agreement; and

WHEREAS, the term of the Agreement is 10 years expiring June 30, 2015; and

WHEREAS, the City and United Water have agreed to enter into an Amended and Restated Operation and Maintenance Agreement for Wastewater Treatment Facilities (the "Amended and Restated Agreement") related to the City's Facilities for a term of 5 years commencing July 1, 2015.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Amended and Restated Agreement with United Water in the form presented at this meeting is approved and the Mayor and Deputy City Clerk are authorized and directed to execute the Amended and Restated Agreement for an on behalf of the City.

2. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of such conflict.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: March 16, 2015

Susan Ullery
Deputy City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a meeting held March 16, 2015, and that public notice of said meeting was given pursuant to Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: March 16, 2015

Susan Ullery
Deputy City Clerk

[illegible]

**MONTHLY COMPARISON TOTALS
FEBRUARY 2014 AND 2015**

ACTIVITY	FEBRUARY	2014 YEAR-TO-DATE	FEBRUARY	2015 YEAR-TO-DATE
Total Arrests	27	49	15	39
Alcohol (MIP/Open Intox)	1	1	2	2
Drug Law Violations	6	12	0	3
Drunk Driving	3	4	1	2
Suspended License	3	4	2	4
Warrant Arrest	8	20	6	17
Other Arrests	6	8	4	11
Assault	2	5	1	2
Assault (Civil)	3	4	2	4
Assault (Domestic)	0	2	3	7
Assist from Other Agency	5	7	8	19
Assist to Other Agency	17	31	16	35
Assist to Citizen	12	29	15	36
Breaking & Entering	0	1	0	0
Disorderly Conduct	2	4	2	3
Dog Complaints	7	10	2	3
Larceny	4	12	4	12
Malicious Destruction	3	6	1	3
Motorist Assist	21	41	10	22
Ordinance Violations	8	13	25	26
Accident Total	8	20	13	25
{Property Damage}	7	19	10	22
{Personal Injury}	1	1	3	3
Citations Issued	24	49	19	37
Traffic Stops: Warned	108	206	86	180
# of Traffic Stops Made	NOT TRACKED	NOT TRACKED	97	200
TOTAL COMPLAINTS	162	336	160	306

AGENCIES ASSISTING LOWELL PD

FEBRUARY 2015

COMP. #	DATE	NATURE OF COMPLAINT	DEPARTMENT	STATUS
15-0161	2/5/2015	Criminal Sexual Conduct	CPS	Assisted
15-0173	2/6/2015	Warrant Arrest and DWLS	KCSD	Back-up
15-0178	2/7/2015	Assault	KCSD	Back-up
15-0218	2/14/2015	Domestic	KCSD	Back-up
15-0236	2/18/2015	Suspicious Situation	KCSD	Back-up
15-0246	2/19/2015	Domestic	KCSD	Back-up
15-0258	2/22/2015	Suspicious Situation	KCSD	Back-up
15-0287	2/25/2015	PD Accident	KCSD	Assisted

**LOWELL POLICE DEPARTMENT
ASSISTING OTHER AGENCIES
FEBRUARY 2015**

15-0156	2/4/2015	Residential Alarm	KCSD	Assisted	Lowell
15-0176	2/7/2015	Domestic Assault	KCSD	Assisted	Lowell
15-0179	2/8/2015	Man pinned under tree	KCSD	Assisted	Vergennes
15-0185	2/10/2015	Motorist Assist	KCSD	Handled call	Lowell
15-0191	2/10/2015	Harassment	KCSD	Assisted	City of Lowell
15-0212	2/13/2015	Open Door	KCSD	Handled call	Lowell
15-0214	2/13/2015	Vehicle Repossession	COURT OFFICER	Assisted	City of Lowell
15-0217	2/13/2015	Stand-by	KCSD	Back-up	Lowell
15-0221	2/15/2015	Injured Deer	KCSD	Handled call	Lowell
15-0224	2/16/2015	Stand-by	KCSD	Assisted	Lowell
15-0225	2/17/2015	Suspicious Subject	KCSD	Assisted	Lowell
15-0226	2/17/2015	Domestic Assault	KCSD	Back-up	Lowell
15-0237	2/18/2015	Threats	KCSD	Back-up	Lowell
15-0244	2/19/2015	Stand-by	KCSD	Back-up	Lowell
15-0247	2/20/2015	Probation Violation	PROBATION OFFICER	Assisted	City of Lowell
15-0254	2/21/2015	Accident Investigation	MSP - IONIA	Back-up	City of Lowell

February 2015

	Current Month		Last Year
Type of Call:	February 2015	Type of Call:	February-14
Runs This Month	20	Runs This Month	25
Number Responding	195	Number Responding	197
Structure Fire	3	Structure Fire	2
Vehicle Fire	2	Vehicle Fire	0
Miscellaneous Fire	6	Miscellaneous Fire	13
False Alarms	4	False Alarms	5
P.I. Accident	5	P.I. Accident	5
Medical Calls	36	Medical Calls	27
Number Responding	198	Number Responding	196
Gross & Brush Fires	0	Gross & Brush Fires	0
Gallons of Water Used	2500	Gallons of Water Used	1000
Equipment Used:	February 2015	Equipment Used:	February-14
Thermal Camera	6	Thermal Camera	6
Ladders	2	Ladders	1
Air Paks	15	Air Paks	12
Generators	3	Generators	2
Lights (Flood)	6	Lights (Flood)	6
TNT Tool	1	Hurst Tool	1
Air Bags	0	Air Bags	0
Shovels	1	Shovels	0
Brooms	2	Brooms	0
Smoke Ejectors	2	Smoke Ejectors	1
Fire Extinguishers	2	Fire Extinguishers	0
Pry Bars & Poles	6	Pry Bars & Poles	5
Miscellaneous	4	Miscellaneous	4
Hose Used	800	Hose Used	300
Co Monitor	3	Co Monitor	6
Hand Lights	20	Hand Lights	12
Cascade System	1	Cascade System	1
Location of Fire Calls:	February 2015	Location of Medical Calls:	February 2015
City of Lowell	9	City of Lowell	20
Lowell Township	6	Lowell Township	9
Vergennes Township	5	Vergennes Township	7
Others	0	Others	0

2015 YTD Total Fire Calls	
Number of Calls	36
Number of Responders	352
2015 YTD Total Medical Calls	
Number of Calls	84
Number of Responders	483

CITY OF LOWELL
REPORT FOR : FEBRUARY
FOR: Mark Howe

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 14.05811 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: FEBRUARY TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 224.42 HOURS, WHICH RESULTED IN
247.5 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 181.60

ELECTRICAL COST PER MILLION GALLONS: \$ 366.02

TOTAL COST PER MILLION GALLONS: \$ 547.62

WATER PRODUCTION

DAILY AVERAGE: 0.502

DAILY MAXIMUM: 0.628

DAILY MINIMUM: 0.405

THE AVERAGE PLANT OPERATION TIME WAS 7.2392 HOURS PER DAY.

Month of February

Monthly Report
Water Distribution

Customer Complaints	Water Quality	2
	High Water Usage	2
	Low Pressure	0
Fire Hydrants	Flushed During Construction	0
	Flushed For Flushing Program	0
	Painted	0
	Repaired	0
Meters	Final Reads	10
	Re-Reads For Low Usage	0
	Re-Reads For High Usage	0
	Re-Reads Verify If Vacant Due To Zero USage	0
	Re-Reads For Neg Usage Due To Estimation	1
	Billing No Read\\ Re-Read	15
	Meter Repairs	0
	Raidio Read Repair	0
	Meters Upgraded To Radio Read	1
	New Meter Installs	15
	Frozen Meters	0
Water Services	Home Owner Frozen Service	1
	City Owned Frozen Services	1
	Turn Off For Winter	3
	Turn Off For Non Payment	0
Valves	Operated During Construction	0
	Operated For Valve Turning Program	0
Water Mains	Water Main Breaks	1
MISS DIGS	Marking of Water mains and Services, Storm Mains, and Sanitary Mains	3
Stob Box	Stob Box Repairs	0
	Locating Missing Stop Box	0
	Stop Box Location Cards Made	0
Valve Box	Valve box Repairs	0
New Construction	On Site Construction Inspection	0

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI. 49331

Phone - 616-897-5929 Fax -

Posted Totals by Invoice #

Report Date: 03/02/2015

Period From: 02/01/2015 To: 02/28/2015

Invoice Number	Date	Name	Total	Charge Sales!
000850	02/05/2015	D.P.W.	1,464.64	0.00
000851	02/09/2015	Street Dept.	1,684.20	0.00
000852	02/12/2015	Street Dept.	552.63	0.00
000853	02/13/2015	D.P.W.	468.58	0.00
000854	02/20/2015	Street Dept.	883.70	0.00
000855	02/23/2015	D.P.W.	116.50	0.00
000856	02/23/2015	Street Dept.	40.96	0.00
000857	02/25/2015	Street Dept.	407.50	0.00
000858	02/27/2015	Police Dept.	729.60	0.00
Grand Totals:			\$6,348.31	\$0.00

% Time in each Department

22% Water 28% Maintenance dept. (equipment) 28% DPW 15 % Plowing 7% Other

City Hall: 2.25hrs

Public Works: 49.25 hrs. 1hr. Overtime 1hr. Emergency Call Out

Snow Plowing: 7.5 hrs. 1hr Overtime 17hrs. Emergency Call Out 2hrs. Stand By

Sewer: 1.75 hrs.

Water Plant: 34 hrs.

Water Distribution: 6.25 hrs. 1hr Overtime

Equipment Maintenance: 51 hrs.

Vacation: 8 hrs.

Total Hours for February: 184 hrs.

CITY OF LOWELL - Permit Report by Category YTD

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee	Work Description
Commercial, Add/Alter/Repair						
PB15900051	RESTORATIONS INC	315 W MAIN ST SE	02/05/2015	96,000	383.00	TRUSS REPAIR
Commercial, New Building						
PB15900112	BOWNE CONSTRUCTIO	2275 W MAIN ST SE	02/05/2015	2,126,927	6,076.00	NEW OUTREACH BUILDING -
Res. Single Family						
PB15900004	ALLEN EDWIN HOMES	1275 HIGHLAND HILL DR SE	01/08/2015	218,904	633.00	RESIDENCE W/DECK
Roofing/Siding						
PB15900057	MR ROOF GRAND RAPID	716 N WASHINGTON ST SE	01/19/2015	10,218	65.00	RE ROOF
				10,218	65.00	
4	Permits	Value Total		2,452,049	7,157.00	Fee Total

03/03/2015

FEB

CITY OF LOWELL - BLDG PERMIT FINALS

Permit	Address	Parcel	Contractor	Fee	Issue Date	Final Date	Work Description	Value
PB14900210	723 AVERY ST SE	41-20-01-153-009	STERLY JOHN R	305.00	03/26/2014	02/13/2015	ADDITION TO RESIDENCE,	69,155
PB14900488	180 S CENTER ST SE	41-20-02-354-017	HANSON'S WINDOW	65.00	08/07/2014	02/19/2015	RE ROOF	5,909
PB14901311	1427 W MAIN ST SE	41-20-03-452-003	ALCAM SIGNS	140.00	12/03/2014	02/24/2015	NEW SIGNAGE - OREILLY.	9,677
3	Permits		3				Value Total	84,741

February 2015 Sexton's Report

Total of Burials: 2 of those were: full: 2 cremations: 0 Year to date 5

Oakwood: Spent 91.5 hrs

- Moving snow.
- Got my budget work all done again. I also put together a summary of all my hours at each location comparing full time to my part time helpers hours at each place.
- Continued to keep up with all the necessary paper work, including going through stacks of things saved for awhile.
- Did some research on kinds of trees I'd like to plant in cemetery and downtown.
- New tractor was such a blessing to use for these 2 funeral.

City Hall : Spent 10.5 hrs.

- Lowered and raised the flags.
- Shoveled snow and salted the walks.
- Changed a few light bulbs.

Englehardt Library: Spent 22.5 hr's doing the following: plus .25 hr's o.t

- Had a company come and measure windows that needed mullions.
- Stained and varnished them, then painted other side.
- Shoveling the walks and salting them.
- Filled soap dispensers in both bathrooms.

D.D.A. Spent 41 hr's doing the following: removing snow, salting, plus 3 hr's o.t.

- Made effort to remove snow off walks for everyone.

Parks: 8.5 hr's removing snow

Fire Station: 1.25 hr. removing snow plus .25 o.t.

Museum: 4 hr. removing snow plus .5 o.t,

D.P.W. 3 hr's removing snow plus .5 hr's o.t.

Water Plant 1.75 hr's removing snow plus .25 o.t.

Equipment Maint. 1 hr. helping repair the skidster.

**Board of Lowell Light and Power
Agenda for Regular Meeting March 12, 2015**

I. CALL TO ORDER AND ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES: (February 12, 2015 Regular Board Meeting)

IV. PUBLIC COMMENT (items not on the agenda)

V. ACTION ITEMS

A. Theka Engineering Invoice

B. 2015-2016 Annual Operating Budget

C. LLP Engineering and Operating Policy revisions

VI. INFORMATIONAL ITEMS

A. Performance Data

B. Income Statement (February 2015)

C. Manager's Report

D. Schedule of Meetings

E. Complaint Register (No new Complaints)

VII. NEXT REGULAR LLP BOARD MEETING (Thursday April 16th, 2015)

VIII. BOARD COMMENT

IX. ADJOURNMENT

**MINUTES
BOARD OF LOWELL LIGHT AND POWER
REGULAR MEETING FEBRUARY 12, 2015**

- I. CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 6:05p.m. by Chairman Canfield and General Manager Greg Pierce called the roll.

Present: Board Members Perry Beachum, Greg Canfield, Tina Cadwallader, Tamela Spicer & Andrew Schrauben

Absent: None

Yea: 5 Nay: 0 Absent: 0 Motion Carried

Also Present: General Manager Greg Pierce, Electric Distribution Manager Russo and City of Lowell Mayor Hodges.

II. APPROVAL OF AGENDA:

It was MOVED BY BEACHUM, SUPPORTED BY SCHRAUBEN to approve the agenda as presented.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

III. APPROVAL OF MINUTES:

It was MOVED BY CADWALLADER, SUPPORTED BY SPICER to approve the minutes of the January 8, 2015 regular meeting minutes.

Yea: 4 Nay: 0 Abstain: 1 Absent: 0 Motion Carried

It was MOVED BY SPICER, SUPPORTED BY CADWALLADER to approve the January 8, 2015 closed session meeting minutes.

Yea: 4 Nay: 0 Abstain: 1 Absent: 0 Motion Carried

It was MOVED BY BEACHUM, SUPPORTED BY SPICER to approve the February 2, 2015 special meeting minutes, with a minor change. The change is adding **IBEW Contract** resolution.

Yea: 4 Nay: 0 Abstain: 1 Absent: 0 Motion Carried

It was MOVED BY BEACHUM, SUPPORTED BY SPICER to approve the February 2, 2015 closed session meeting minutes.

Yea: 4 Nay: 0 Abstain: 1 Absent: 0 Motion Carried

Note: Abstain vote(s) were Board Members not present at the meeting being reviewed.

IV. PUBLIC COMMENTS: (Items not on the agenda):

Letters from Peggy Covert and Roger Lawarre were read to the Board.

V. ACTION ITEMS:

A. Transformer Purchase:

King Milling is in the process of completing some electrical upgrades to their facilities at scales B and C. During their transition we recognized an opportunity to upgrade these two services to our 12470 voltage. This requires a new transformer at each location; we requested quotes from six suppliers. Normally we would recommend purchasing from the low bidder, but in this instance Soloman has the shortest lead time and guarantees the transformers will have the same footprint as the transformers we are replacing. This insures we can mount them on the existing pad and saves us time and construction costs to set the transformer. Based on the compatibility of the Solomon transformers and the shorter lead time, staff recommends we purchase the transformers from Soloman.

It was MOVED BY BEACHUM, supported by SCHRAUBEN to authorize the purchase of two 500 KVA transformers from Solomon for the 12470 upgrade of King Milling scales B and C, at a price of \$20,700.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

B. Revised 2014-2015 Capital Plan:

During the last couple months Pierce mentioned our Total Revenue is falling under budget this fiscal year and potentially we need to amend the current Capital Expense Budget.

Pierce reviewed the revised Capital Plan in detail. The approved 2014-2015 Capital Expense Plan shows an amount of \$254,176.42 was carried forwarded in this year's plan. In reality that entire amount was not available, post audit, and when you couple that fact with our decreased revenue for the first seven months of the current year, we believe a more realistic capital budget is the \$885,000. The amended Plan reflects a remaining capital expense balance of \$207,807.49. A comparison between the current and amended "Capital Budget and Expenses Incurred" sheets show where adjustments were made in the projected capital expenses to meet our expectations for the remainder of the year.

It was MOVED BY SPICER, supported by SCHRAUBEN to recommend adopting the amended 2014-2015 Capital Expense Plan.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

VI. INFORMATIONAL ITEMS:

A. Performance Data: Pierce reported on January data

B. Income Statement (January 2014): Pierce reported on January's Income Statement.

Pierce reviewed the Capital Expense Summary and detailed Capital Expense Report.

C. Manager's Report: Pierce gave updates to the Board on the following items.

- **MPPA/MMEA:** Pierce reported on the new court rulings and Governor Snyder's new Energy Agency announcement.

- **APPA Update:** APPA Lineworkers Rodeo/Operations and Technical Conference is May 15-20 in Sacramento, CA. Representatives from LLP staff and Board Members are attending. Our new lineman apprentice Rich Mutschler is participating in the apprentice events. Tom, Greg Pierce and Greg Northrup will be making a presentation on the Bio-digester during the conference.

The annual APPA Legislative Rally is scheduled for March 9-11 in DC. Pierce will be attending as a MMEA Board Member. Anyone interested in attending please get in touch with Sharon.

- **System/Generation Upgrade Progress:** The bio-digester continues to move closer to full operation. Bio-Gas is being produced; the CHP engine has been started up. We are making deliveries of waste from Swisslane daily. LEAD is beginning to receive waste from Litehouse. There was an article in the Grand Rapids Business Journal the week of February 16th.

We had one outage in the month of January (outage report).

- **LLP Policy Review:** Board discussion took place on the first several sections of the LLP Section 6; Engineering and Operating Policies.
- **LLP Annual Operating Budget:** Pierce reviewed the Long Range Financial Projections through 2024, there was Board discussion. This information will be used to develop a detailed Draft Operating Budget for review at next month's meeting.
- **Articles of Interest:** Pierce reviewed MPPA's year end Hedge Plan.
- **Payables:** Pierce presented January payables.

D. Schedule of Meetings: February/March was presented.

E. COMPLAINT REGISTER: There we no new complaints.

VI. NEXT REGULAR LLP BOARD MEETING: The next Board meeting will be held, Thursday, March 12, 2015.

VIII. BOARD COMMENT:

Beachum addressed Peggy's letter about the Electronic Meters. He would like to move forward on the Electronic Meters as scheduled and look at a policy where citizens could opt out of new meter installation.

Cadwallader is in favor of Perry's plan to move forward on the Electronic Meters and will look into sites mentioned in Peggy's letter.

Schrauben is excited we reached a contract agreement, and to see the bio-digester progressing. Andrew mentioned the possibility of having a Utility Exchange Day; he believes there may be valuable information to exchange. He noted his 3-year-old son went into Ace and noticed the LED's lighting were replaced and how much brighter they were.

Spicer thought it was awesome a 3-year-old noticed lighting upgrades. She is excited about all the accomplishments LLP staff has completed. Tamela commented on a letter sent to Sharon thanking her for her commitment to the Community Neighbor to Neighbor program through Flat River Outreach (FROM). Tamela has worked with Sharon for a couple years and said Sharon was instrumental in getting the MEAP program off the ground and has done a many things for FROM and the community. Tamela discussed the benefits of Electronic Meters and is in favor of moving forward implementing these with an opt-out option.

Mayor Hodges mentioned the paper has addressed City Council issues, they hope to address these at their next workshop February 23. The main topic of that meeting is working through the budget. They will also address the process of adding items to the agenda and discuss what is appropriate to add. Mayor Hodges thanked Canfield and Schrauben for the information they provided at Coffee with the Council. The DPW Director is in the process of being selected.

Canfield stated it is nice to see the IBEW union negotiations behind us. Greg congratulated the LLP staff on the Bio-Digester and thanked Pierce for his leadership and bringing great ideas to the Board.

IX. ADJOURNMENT: It was MOVED BY BEACHUM and a supported by SPICER to adjourn the regular meeting at 8:30 p.m.

Yea: 5 Nay: 0 Absent: 0 Motion Carried

Chairman Canfield

Date

LoP **Manager's Report**
February 2015

A. MPPA/MMEA/APPA Update:

MPPA /MMEA: I will give you an update at the Board meeting regarding our trip to Washington for the Legislative Rally.

Also, MMEA had a strategic meeting with DTE this week regarding long term opportunities to partner with them in future generation similar to our involvement with the Belle River facility. The meeting went very well and DTE would welcome the ability to joint partner in the future.

We have had some trouble obtaining natural gas for the Kalkaska Combustion Turbine over the past couple of weeks due to a shortage of gas supply in the northern lower peninsula. I will have more details for you at the Board meeting.

You may remember that we (MPPA) have been involved in a case at the Michigan Public Service Commission for the past couple of years involving the Kalkaska Combustion turbine. A final decision was rendered on that case this week . . . not in our favor . . . details at the Board meeting.

APPA: The upcoming annual APPA Lineworkers Rodeo/Operations and Technical Conference is May 15 - 17th this Spring in Sacramento, CA. Tom Russo and I will be making a presentation during the Distributive Generation sessions at the conference.

B. System/Generation Upgrade Progress: The bio-digester continues to move closer to full operation. Bio-gas is being produced and the CHP engine is running on a more regular basis. We are in the process of completing the final fill of the reflow portion of the digester and are making deliveries of waste from Swisslanes daily. LEAD is receiving waste from Litehouse and will continue that

transition this month. LEAD is expecting to execute their 5 day warranty run of the system beginning March 16th. If everything goes well, they would hope to be in full operation by the end of the month.

Work continues on the installation of the Rolls Royce turbine and we keep moving forward as funds allow.

C. LLP Policy Review: We completed review of the LLP Section 6, Engineering and Operating Policies, earlier in the meeting. Next month we will start looking at the Personnel Policy Handbook. There are some revisions necessary due to the IBEW contract ratification and probably some other areas that need updating. Staff will provide a draft to review by the next Board meeting.

D. LLP Annual Operating Budget: Draft Annual Operating Budget was reviewed earlier in the meeting. Staff will be working on the Capital Plan and the final Operating Budget over the next couple of months for final review and approval in May.

E. LLP Hedge Plan: Please bring the copy of the year end MPPA Hedge Plan I provided last month. We will look at some of the key data this month (If you don't still have your copy, let Sharon know and we will get you a new copy).

F. Energy Optimization: Sharon will have an update on the 2014 Energy Optimization Program and outlook for 2015.

G. Next Month's Meeting: Next month I have a conflict with the regular scheduled meeting on April 9th. We have a couple of choices . . we can reschedule the meeting for Thursday April 16th, or you could go ahead and have the meeting on the 9th and Steve and Tom could lead you through the process.

H. Payables: December payables are available for your review if you would like them.

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	367,500.00	79,668.08	5,013.10	287,831.92	21.68
FINES	FINES AND FORFEITURES	7,200.00	8,671.09	382.00	(1,471.09)	120.43
INT	INTEREST AND RENTS	2,600.00	909.92	0.00	1,690.08	35.00
LICPER	LICENSES AND PERMITS	33,500.00	20,358.41	9,145.09	13,141.59	60.77
LOCAL	LOCAL CONTRIBUTIONS	10,750.00	3,870.50	0.00	6,879.50	36.00
OTHER	OTHER REVENUE	42,596.00	42,563.32	261.25	32.68	99.92
STATE	STATE GRANTS	357,000.00	184,861.18	59,813.00	172,138.82	51.78
TAXES	TAXES	1,805,700.00	1,604,456.19	40,201.03	201,243.81	88.86
TRANSIN	TRANSFERS IN	143,900.00	142,900.00	0.00	1,000.00	99.31
TOTAL Revenues		2,770,746.00	2,088,258.69	114,815.47	682,487.31	75.37
Expenditures						
101	COUNCIL	17,940.00	14,505.44	97.19	3,434.56	80.86
172	MANAGER	112,900.00	63,733.10	9,108.05	49,166.90	56.45
191	ELECTIONS	8,800.00	4,133.81	0.00	4,666.19	46.98
209	ASSESSOR	43,550.00	27,592.65	3,140.64	15,957.35	63.36
210	ATTORNEY	50,000.00	35,833.30	3,811.50	14,166.70	71.67
215	CLERK	115,200.00	49,715.04	7,862.50	65,484.96	43.16
253	TREASURER	195,350.00	122,881.84	11,794.23	72,468.16	62.90
265	CITY HALL	113,600.00	92,303.21	9,652.48	21,296.79	81.25
276	CEMETERY	86,850.00	53,261.30	4,524.74	33,588.70	61.33
294	UNALLOCATED MISCELLANEOUS	22,200.00	8,564.58	0.00	13,635.42	38.58
301	POLICE DEPARTMENT	656,700.00	464,969.14	44,098.63	191,730.86	70.80
305	CODE ENFORCEMENT	108,600.00	44,221.93	5,172.14	64,383.07	40.72
336	FIRE	164,112.00	135,444.74	24,777.58	28,667.26	82.53
400	PLANNING & ZONING	38,900.00	23,510.55	1,847.78	15,389.45	60.44
426	EMERGENCY MANAGEMENT	0.00	(0.07)	0.00	0.07	100.00
441	DEPARTMENT OF PUBLIC WORKS	198,650.00	132,569.63	17,448.07	66,080.37	66.74
442	SIDEWALK	5,600.00	8,925.56	837.08	(3,325.56)	159.39
523	TRASH	52,000.00	24,233.30	3,643.50	27,766.70	46.60
728	ECONOMIC DEVELOPMENT	23,500.00	10,476.28	1,032.81	13,023.72	44.58
747	CHAMBER/RIVERWALK	2,900.00	1,949.64	368.70	950.36	67.23
751	PARKS	156,400.00	85,495.34	2,980.82	70,904.66	54.66
757	SHOWBOAT	1,450.00	1,201.12	38.77	248.88	82.84
774	RECREATION CONTRIBUTIONS	3,000.00	2,000.00	0.00	1,000.00	66.67
790	LIBRARY	70,300.00	39,910.76	5,029.71	30,389.24	56.77
803	HISTORICAL DISTRICT COMMISSION	300.00	0.00	0.00	300.00	0.00
804	MUSEUM	15,400.00	31,065.84	1,435.18	(15,665.84)	201.73
965	TRANSFERS OUT	505,800.00	0.00	0.00	505,800.00	0.00
TOTAL Expenditures		2,770,002.00	1,478,493.03	158,702.10	1,291,508.97	53.38
TOTAL REVENUES		2,770,746.00	2,088,258.69	114,815.47	682,487.31	75.37
TOTAL EXPENDITURES		2,770,002.00	1,478,493.03	158,702.10	1,291,508.97	53.38
NET OF REVENUES & EXPENDITURES		744.00	609,765.66	(43,886.63)	(609,021.66)	81,957.7

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	150.00	134.77	0.00	15.23	89.85
OTHER	OTHER REVENUE	182,000.00	98,244.17	17,676.51	83,755.83	53.98
TRANSIN	TRANSFERS IN	60,000.00	0.00	0.00	60,000.00	0.00
TOTAL Revenues		242,150.00	98,378.94	17,676.51	143,771.06	40.63
Expenditures						
450	CAPITAL OUTLAY	100,000.00	3,439.74	0.00	96,560.26	3.44
463	MAINTENANCE	34,750.00	23,381.63	718.90	11,368.37	67.29
474	TRAFFIC	9,700.00	1,966.14	52.14	7,733.86	20.27
478	WINTER MAINTENANCE	40,700.00	24,432.04	7,626.88	16,267.96	60.03
483	ADMINISTRATION	26,400.00	1,815.03	0.00	24,584.97	6.88
965	TRANSFERS OUT	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL Expenditures		261,550.00	55,034.58	8,397.92	206,515.42	21.04
TOTAL REVENUES		242,150.00	98,378.94	17,676.51	143,771.06	40.63
TOTAL EXPENDITURES		261,550.00	55,034.58	8,397.92	206,515.42	21.04
NET OF REVENUES & EXPENDITURES		(19,400.00)	43,344.36	9,278.59	(62,744.36)	223.42

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

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PERIOD ENDING 02/28/2015

2014-15

AMENDED

BUDGET

YTD BALANCE

02/28/2015

ACTIVITY FOR

MONTH

02/28/2015

AVAILABLE

BALANCE

% BDGT

USED

Fund 203 - LOCAL STREET FUND

Revenues

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDGT USED
INT	INTEREST AND RENTS	150.00	0.00	0.00	150.00	0.00
OTHER	OTHER REVENUE	68,000.00	43,986.53	8,517.46	24,013.47	64.69
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00

TOTAL Revenues

248,150.00

43,986.53

8,517.46

204,163.47

17.73

Expenditures

450	CAPITAL OUTLAY	10,000.00	8,750.00	0.00	1,250.00	87.50
463	MAINTENANCE	57,500.00	27,138.21	3,090.68	30,361.79	47.20
474	TRAFFIC	11,600.00	3,676.16	310.49	7,923.84	31.69
478	WINTER MAINTENANCE	57,500.00	33,421.63	9,966.66	24,078.37	58.12
483	ADMINISTRATION	30,000.00	2,368.01	0.00	27,631.99	7.89
906	DEBT SERVICE	80,500.00	79,192.50	0.00	1,307.50	98.38

TOTAL Expenditures

247,100.00

154,546.51

13,367.83

92,553.49

62.54

TOTAL REVENUES

248,150.00

43,986.53

8,517.46

204,163.47

17.73

TOTAL EXPENDITURES

247,100.00

154,546.51

13,367.83

92,553.49

62.54

NET OF REVENUES & EXPENDITURES

1,050.00

(110,559.98)

(4,850.37)

111,609.98

10,529.5

PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15		ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	YTD BALANCE	MONTH	02/28/2015	BALANCE	USED
		BUDGET	02/28/2015				

Fund 238 - HISTORICAL DISTRICT FUND

Revenues

INT	INTEREST AND RENTS	200.00	31.05	0.00	168.95	15.53
OTHER	OTHER REVENUE	50,000.00	0.00	0.00	50,000.00	0.00

TOTAL Revenues		50,200.00	31.05	0.00	50,168.95	0.06
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Expenditures						
000		50,000.00	3,823.00	0.00	46,177.00	7.65

TOTAL Expenditures		50,000.00	3,823.00	0.00	46,177.00	7.65
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TOTAL REVENUES		50,200.00	31.05	0.00	50,168.95	0.06
TOTAL EXPENDITURES		50,000.00	3,823.00	0.00	46,177.00	7.65

NET OF REVENUES & EXPENDITURES		200.00	(3,791.95)	0.00	3,991.95	1,895.98
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BGT & USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
INT	INTEREST AND RENTS	1,000.00	196.04	0.00	803.96	19.60
OTHER	OTHER REVENUE	0.00	95.90	0.00	(95.90)	100.00
TAXES	TAXES	450,000.00	495,494.76	100,394.76	(45,494.76)	110.11
TOTAL Revenues		451,000.00	495,786.70	100,394.76	(44,786.70)	109.93
Expenditures						
450	CAPITAL OUTLAY	120,000.00	0.00	0.00	120,000.00	0.00
463	MAINTENANCE	76,400.00	56,195.40	12,722.63	20,204.60	73.55
483	ADMINISTRATION	56,200.00	38,627.82	1,032.80	17,572.18	68.73
740	COMMUNITY PROMOTIONS	55,000.00	42,848.49	53.64	12,151.51	77.91
965	TRANSFERS OUT	142,900.00	142,900.00	0.00	0.00	100.00
TOTAL Expenditures		450,500.00	280,571.71	13,809.07	169,928.29	62.28
TOTAL REVENUES		451,000.00	495,786.70	100,394.76	(44,786.70)	109.93
TOTAL EXPENDITURES		450,500.00	280,571.71	13,809.07	169,928.29	62.28
NET OF REVENUES & EXPENDITURES		500.00	215,214.99	86,585.69	(214,714.99)	43,043.0

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 02/28/2015

GL NUMBER DESCRIPTION 2014-15 AMENDED BUDGET YTD BALANCE 02/28/2015 ACTIVITY FOR MONTH 02/28/2015 AVAILABLE BALANCE % BGT USED

Fund 260 - DESIGNATED CONTRIBUTIONS

Revenues

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BGT USED
INT	INTEREST AND RENTS	4,300.00	367.00	15.00	3,933.00	8.53
LOCAL	LOCAL CONTRIBUTIONS	10,000.00	0.00	0.00	10,000.00	0.00
OTHER	OTHER REVENUE	20,000.00	10,000.00	0.00	10,000.00	50.00

TOTAL Revenues		34,300.00	10,367.00	15.00	23,933.00	30.22
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Expenditures

276	CEMETERY	0.00	12,614.25	12,614.25	(12,614.25)	100.00
443	ARBOR BOARD	20,000.00	3,170.00	0.00	16,830.00	15.85
751	PARKS	10,000.00	725.00	0.00	9,275.00	7.25
758	DOG PARK	4,000.00	655.07	58.38	3,344.93	16.38
759	COMMUNITY GARDEN	300.00	0.00	0.00	300.00	0.00

TOTAL Expenditures		34,300.00	17,164.32	12,672.63	17,135.68	50.04
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TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

		34,300.00	10,367.00	15.00	23,933.00	30.22
		34,300.00	17,164.32	12,672.63	17,135.68	50.04
		0.00	(6,797.32)	(12,657.63)	6,797.32	100.00

DB: Lowell		2014-15		ACTIVITY FOR	
		AMENDED		MONTH	
		BUDGET		02/28/2015	
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)					
GL NUMBER	DESCRIPTION		YTD BALANCE		AVAILABLE
			02/28/2015		BALANCE
Expenditures					% BDT
906	DEBT SERVICE	0.00	65,572.51	0.00	100.00
TOTAL Expenditures		0.00	65,572.51	0.00	(65,572.51) 100.00
TOTAL REVENUES		0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	65,572.51	0.00	(65,572.51) 100.00
NET OF REVENUES & EXPENDITURES		0.00	(65,572.51)	0.00	65,572.51 100.00

PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15		YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET					

Fund 468 - RIVERFRONT DEVELOPMENT

Revenues							
STATE	STATE GRANTS	0.00		83,931.83	0.00	(83,931.83)	100.00

TOTAL Revenues		0.00		83,931.83	0.00	(83,931.83)	100.00
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TOTAL REVENUES		0.00		83,931.83	0.00	(83,931.83)	100.00
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00	0.00

NET OF REVENUES & EXPENDITURES		0.00		83,931.83	0.00	(83,931.83)	100.00
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PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	%
		AMENDED BUDGET	02/28/2015	MONTH 02/28/2015	BALANCE	BGT USED

Fund 581 - AIRPORT FUND

Revenues

CHARGES FOR SERVICES

INT INTEREST AND RENTS

OTHER OTHER REVENUE

TOTAL Revenues

Expenditures

000

TOTAL Expenditures

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

3,500.00	291.00	176.00	3,209.00	8.31
40,050.00	41,397.45	6,602.00	(1,347.45)	103.36
1,000.00	0.00	0.00	1,000.00	0.00
44,550.00	41,688.45	6,778.00	2,861.55	93.58
28,700.00	28,915.60	7,354.30	(215.60)	100.75
28,700.00	28,915.60	7,354.30	(215.60)	100.75
15,850.00	12,772.85	(576.30)	3,077.15	80.59

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDC USED
Fund 590 - WASTEWATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,026,000.00	696,102.28	160,965.08	329,897.72	67.85
INT	INTEREST AND RENTS	2,000.00	1,027.66	0.00	972.34	51.38
OTHER	OTHER REVENUE	0.00	5,310.32	0.00	(5,310.32)	100.00
TOTAL Revenues		1,028,000.00	702,440.26	160,965.08	325,559.74	68.33
Expenditures						
550	TREATMENT	510,700.00	352,871.99	43,699.31	157,828.01	69.10
551	COLLECTION	88,100.00	56,484.38	5,335.35	31,615.62	64.11
552	CUSTOMER ACCOUNTS	82,200.00	51,229.89	6,081.31	30,970.11	62.32
553	ADMINISTRATION	144,800.00	1,757.74	0.00	143,042.26	1.21
TOTAL Expenditures		825,800.00	462,344.00	55,115.97	363,456.00	55.99
TOTAL REVENUES		1,028,000.00	702,440.26	160,965.08	325,559.74	68.33
TOTAL EXPENDITURES		825,800.00	462,344.00	55,115.97	363,456.00	55.99
NET OF REVENUES & EXPENDITURES		202,200.00	240,096.26	105,849.11	(37,896.26)	118.74

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDT USED
		AMENDED BUDGET				

Fund 591 - WATER FUND

Revenues

CHARGES

CHARGES FOR SERVICES
INTEREST AND RENTS

OTHER REVENUE

989,550.00	619,471.59	148,948.73	370,078.41	62.60
6,320.00	3,768.56	400.00	2,551.44	59.63
1,000.00	6,961.79	152.00	(5,961.79)	696.18

TOTAL Revenues

996,870.00	630,201.94	149,500.73	366,668.06	63.22
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Expenditures

570

TREATMENT

317,200.00	185,801.48	22,082.52	131,398.52	58.58
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571

DISTRIBUTION

188,825.00	127,917.09	10,421.76	60,907.91	67.74
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572

CUSTOMER ACCOUNTS

82,100.00	51,665.77	6,119.41	30,434.23	62.93
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573

ADMINISTRATION

255,619.00	183,280.26	0.00	72,338.74	71.70
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TOTAL Expenditures

843,744.00	548,664.60	38,623.69	295,079.40	65.03
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TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

996,870.00	630,201.94	149,500.73	366,668.06	63.22
843,744.00	548,664.60	38,623.69	295,079.40	65.03
153,126.00	81,537.34	110,877.04	71,588.66	53.25

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT
		AMENDED BUDGET	02/28/2015	MONTH 02/28/2015	BALANCE	USED

Fund 636 - DATA PROCESSING FUND

Revenues

INT	INTEREST AND RENTS	58,800.00	29,367.31	0.00	29,432.69	49.94
OTHER	OTHER REVENUE	900.00	2,682.45	0.00	(1,782.45)	298.05

TOTAL Revenues		59,700.00	32,049.76	0.00	27,650.24	53.68
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Expenditures						
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000		60,000.00	50,448.34	3,807.46	9,551.66	84.08
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TOTAL Expenditures		60,000.00	50,448.34	3,807.46	9,551.66	84.08
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TOTAL REVENUES		59,700.00	32,049.76	0.00	27,650.24	53.68
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TOTAL EXPENDITURES		60,000.00	50,448.34	3,807.46	9,551.66	84.08
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NET OF REVENUES & EXPENDITURES		(300.00)	(18,398.58)	(3,807.46)	18,098.58	6,132.86
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PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR MONTH	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET				

Fund 661 - EQUIPMENT FUND

Revenues						
CHARGES	CHARGES FOR SERVICES	17,000.00	14,509.26	940.86	2,490.74	85.35
INT	INTEREST AND RENTS	117,400.00	68,128.20	13,517.67	49,271.80	58.03
OTHER	OTHER REVENUE	100.00	97,924.55	(346.74)	(97,824.55)	97,924.5
TRANSIN	TRANSFERS IN	30,000.00	0.00	0.00	30,000.00	0.00

TOTAL Revenues		164,500.00	180,562.01	14,111.79	(16,062.01)	109.76
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Expenditures						
895	FLEET MAINT. & REPLACEMENT	141,600.00	173,078.57	12,722.25	(31,478.57)	122.23

TOTAL Expenditures		141,600.00	173,078.57	12,722.25	(31,478.57)	122.23
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TOTAL REVENUES		164,500.00	180,562.01	14,111.79	(16,062.01)	109.76
TOTAL EXPENDITURES		141,600.00	173,078.57	12,722.25	(31,478.57)	122.23

NET OF REVENUES & EXPENDITURES		22,900.00	7,483.44	1,389.54	15,416.56	32.68
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PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDT USED
		AMENDED BUDGET				

Fund 711 - CEMETERY FUND

Revenues

CHARGES

CHARGES FOR SERVICES
 INTEREST AND RENTS

INT

TOTAL Revenues

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

		0.00	9,245.00	750.00	(9,245.00)	100.00
		0.00	187.83	0.00	(187.83)	100.00
		0.00	9,432.83	750.00	(9,432.83)	100.00
		0.00	0.00	0.00	0.00	0.00
		0.00	9,432.83	750.00	(9,432.83)	100.00

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	10,000.00	3,258.64	0.00	6,741.36	32.59
TOTAL Revenues		10,000.00	3,258.64	0.00	6,741.36	32.59
Expenditures						
000		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL Expenditures		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL REVENUES		10,000.00	3,258.64	0.00	6,741.36	32.59
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3,258.64	0.00	(3,258.64)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDC USED
		AMENDED BUDGET				

Fund 715 - LOOK FUND

Revenues

INTEREST AND RENTS

10,000.00

(7,307.72)

1.75

17,307.72

(73.08)

TOTAL Revenues

10,000.00

(7,307.72)

1.75

17,307.72

(73.08)

Expenditures

000

10,000.00

272,000.00

272,000.00

(262,000.00)

2,720.00

TOTAL Expenditures

10,000.00

272,000.00

272,000.00

(262,000.00)

2,720.00

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

10,000.00
 10,000.00
 0.00

(7,307.72)
 272,000.00
 (279,307.72)

1.75
 272,000.00
 (271,998.25)

17,307.72
 (262,000.00)
 279,307.72

73.08
 2,720.00
 100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15		ACTIVITY FOR		AVAILABLE BALANCE	% BDT USED
		AMENDED BUDGET	YTD BALANCE 02/28/2015	MONTH 02/28/2015			

Fund 716 - CARR FUND

Revenues				
INT	INTEREST AND RENTS	0.00	10.98	0.00
			(10.98)	100.00

TOTAL Revenues		0.00	10.98	0.00	(10.98)	100.00
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Expenditures						
000		0.00	328.00	328.00	(328.00)	100.00

TOTAL Expenditures		0.00	328.00	328.00	(328.00)	100.00
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TOTAL REVENUES		0.00	10.98	0.00	(10.98)	100.00
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TOTAL EXPENDITURES		0.00	328.00	328.00	(328.00)	100.00
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NET OF REVENUES & EXPENDITURES		0.00	(317.02)	(328.00)	317.02	100.00
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 02/28/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE 02/28/2015	ACTIVITY FOR MONTH 02/28/2015	AVAILABLE BALANCE	% BDT USED
		AMENDED BUDGET				

Fund 718 - CARR FUND II

Revenues

INT

INTEREST AND RENTS

0.00

37.62

0.00

(37.62)

100.00

TOTAL Revenues

0.00

37.62

0.00

(37.62)

100.00

TOTAL REVENUES

TOTAL EXPENDITURES

0.00

37.62

0.00

(37.62)

100.00

NET OF REVENUES & EXPENDITURES

0.00

37.62

0.00

(37.62)

100.00

TOTAL REVENUES - ALL FUNDS

TOTAL EXPENDITURES - ALL FUNDS

6,110,166.00

4,413,115.51

573,526.55

1,697,050.49

72.23

NET OF REVENUES & EXPENDITURES

376,870.00

822,130.74

(23,374.67)

(445,260.74)

218.15




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CITY MANAGER'S REPORT
March 16, 2015

1. We have unscrewed the bulbs on every other light downtown and are seeking public input. This has given us an opportunity to test the idea of removing every other light and extending the downtown lighting to the railroad tracks to the west and Jackson Street to the east. This was an idea that came out of our stakeholder meetings and included in the Downtown Placemaking Plan.
2. The Downtown Development Authority has approved funding to assist with the Avery Street project this year. We will begin the design work soon and look forward to completing this project.
3. We have a workshop scheduled for Monday, March 23, 6 p.m. at City Hall.

Respectfully submitted,


Mark Howe, City Manager