

CITY OF LOWELL  
CITY COUNCIL AGENDA  
JULY 20, 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. July 6, 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
7. NEW BUSINESS
  - a. Resolution 10-15 – Contract with Hope Network West Michigan for Specialized Transportation Services
  - b. Resolution 11-15 – License Agreement with Wendell L. Christoff Trust – Public Pedestrian Pathway
  - c.
8. MONTHLY REPORTS
9. COUNCIL COMMENTS
10. MANAGER'S REPORT
11. APPOINTMENTS
12. ADJOURNMENT

NOTE: Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be 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.



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## MEMORANDUM

TO: Lowell City Council

FROM: Mark Howe, City Manager

RE: Council Agenda for Monday, July 20, 2015

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. July 6, 2015 – Regular Session Meeting
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. Resolution 10-15 – Contract with Hope Network West Michigan for Specialized Transportation Services.

With the decision to opt out of the CDBG Urban County program we have created an allocation in the General Fund to continue to the North Kent Transit transportation program for eligible city residents. The cost is typically \$3,000 to \$4,000 per year.

In order to continue the program we will need to contract directly with Hope Network to provide these services. The attached resolution approves and authorizes signatures on the contract with Hope Network.

Recommended Motion: That the Lowell City Council approve Resolution 10-15 as presented.

- b. Resolution 11-15 – License Agreement with Wendell L. Christoff Trust – Public Pedestrian Pathway.

We have an agreement with the Wendell L. Christoff Trust to utilize a portion of the property near Litehouse for a public pathway. That agreement has expired and a new agreement is recommended. Two changes in the agreement include the installation by the city of signs around the parking lot and near the retention ponds as well as language allowing termination with a six-month notice.

Recommended Motion: That the Lowell City Council approve Resolution 11-15 as presented.

## 8. MONTHLY REPORTS

The reports are attached 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)

## 12. ADJOURNMENT

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, JULY 6, 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, Jim Hall, Matt Mayer and Mayor Jim Hodges.

Absent: Councilmember Sharon Ellison.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, Suzanne Olin, Police Chief Steve Bukala and Interim DPW Director Ron Woods.

2. **EXCUSE OF ABSENCES.**

IT WAS MOVED BY HALL and seconded by MAYER to excuse the absence of Councilmember Ellison.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

3. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY HALL and seconded by MAYER to approve the agenda as presented.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

4. **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 June 15, 2015 meeting as written.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

IT WAS MOVED BY HALL and seconded by MAYER to approve the closed session minutes of the June 1, 2015 meeting as written.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

IT WAS MOVED BY HALL and seconded by ALTOFT to approve the closed session minutes of the June 15, 2015 meeting as written.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

IT WAS MOVED BY HALL and seconded by ALTOFT to approve the work session minutes of the June 22, 2015 meeting as written.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

5. **APPROVAL OF THE ACCOUNTS PAYABLE.**

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

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

NO: None. ABSENT: Councilmember Ellison.

MOTION CARRIED.

**BILLS AND ACCOUNTS PAYABLE (07/06/2015)**

General Fund	\$40,398.88
Major Street Fund	\$205.42
Local Street Fund	\$3,942.38
Downtown Development Fund	\$4,090.37
Riverfront Development	\$8,531.70
Airport Fund	\$402.21
Wastewater Fund	\$2,580.65
Water Fund	\$3,459.21
Data Processing Fund	\$4,668.40
Equipment Fund	\$1,694.05

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

No comments were received.

7. **OLD BUSINESS.**

- a. **Strategic Goals Report.** City Manager Howe presented a new Strategic Goals report. This report has been divided into Tier One, Tier Two and Tier Three. He noted there has been further discussion on the street plan at a recent workshop. The Council is in the process of identifying community and high priority streets for repair within the next five years. Also, coordination is being done with future water and sewer work over the next five years.

The downtown banners are in the process of being installed.

- b. **Pending Council Projects Report.** Howe stated the Council approved the removal of the downtown tower at the previous meeting. Updates will be provided.

The Lime Disposal project is closed and has been completed. By general consensus, the Council agreed to remove this item from the report.

8. **NEW BUSINESS**

- a. **KDL Annual Report.**

Former Branch Manager of the Englehardt Public Library Josh Bernstein provided the 2015 annual report. There are many events happening at the library. KDL received a grant from the Steelcase Foundation to conduct a study to gage the impact of how story time affects kids. The Lowell branch will be participating in this study beginning in the fall.

Bernstein stated 84% of Lowell residents are library cardholders. This is the highest percentage out of all the KDL districts. Lowell residents appreciate the library and use it regularly. The summer reading club members increased by 20% last summer and this summer appears to be similar.

With the millage increase last year, KDL is bringing their services to other areas in town. The Lowell branch has struck a partnership with the senior center, baby time at the alpha center and FROM. They also have a great partnership with Friends of the Library.

KDL director Lance Werner and trustee Shirley Bruursema were also present. Bruursema stated KDL just approved a three year strategic plan with a special focus on senior citizens, creating young readers, support learning and cultivating creativity. She noted KDL is the second largest library in Michigan.

Werner stated the circulation in 2014 was down slightly. However, since the millage passed KDL has increased their collection. The electronic circulation was extremely high in 2014. He thanked the City for their partnership and being great friends to the library.

Mayor Hodges stated the City is very proud of the library.

- b. Lowell Youth Football Park Agreement. The City has negotiated a Park Use Agreement with Lowell Youth Football to use Burch Field for its fall football program. The term of the agreement is through December 31, 2016, which now completes the alignment of all of our sports agreements to expire at the end of 2016. In addition, the rate is set at \$10 per participant which also aligns with the rest of the youth sports agreements.

IT WAS MOVED BY HALL and seconded by MAYER to approve the Park Use Agreement with Lowell Youth Football through December 31, 2016, and authorize appropriate signatures.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

- c. Tree Removal – 726 Lafayette. The City had a request from a resident to remove a tree in the street right-of-way at 726 Lafayette Street. The neighbor across the street supports the request to remove the tree. Both attended a recent meeting of the Arbor Board which has recommended removal as well. It is estimated that the cost to remove the tree will be approximately \$2,000. There will be a sidewalk repair of approximately \$300 as well.

IT WAS MOVED BY MAYER and seconded by HALL to support the removal of the tree at 726 Lafayette Street.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

9. MONTHLY REPORTS. No comments were received.

10. COUNCIL COMMENTS.

Councilmember Mayer noted the Lowell Area Fire and Emergency Services Authority meeting was canceled.

Councilmember Altoft had no board updates.

Councilmember Hall also had no board updates. He was happy to see the house on Lincoln Lake has been demolished. Hall stated the banners look good as well as the front of the old Moose building.

Mayor Hodges stated Lowell Light and Power will meet on Thursday, July 9, 2015. The Chamber of Commerce will not meet in July due to the Riverwalk Festival. Look Memorial Fund will meet in the fall.

Hodges thanked Chief Bukala and the officers for the hard work over the weekend.

11. **CITY MANAGER REPORT.**

1. The City was not able to bring the steering committee together as planned to review the draft downtown parking analysis. With vacation schedules of the committee members, Howe did not anticipate scheduling a meeting until late July or early August.
2. Removal of the house at 318 Lincoln Lake should be completed soon.
3. Just a reminder that the annual Riverwalk Festival will be held this week.

12. **APPOINTMENTS.** At this time all appointments are filled.

IT WAS MOVED BY HALL and seconded by ALTOFT to adjourn at 7:27 p.m.

DATE:

APPROVED:

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James W. Hodges, Mayor

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Susan S. Ullery, Deputy City Clerk

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 07/10/2015 - 07/15/2015  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	OLIN EXCAVATING INC.	DEMO OF 318 LINCOLN LAKE	200.00	66455
101-000-084.015	DUE FROM FIRE AUTHORITY	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	47.94	66435
101-000-084.015	DUE FROM FIRE AUTHORITY	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	35.00	66450
101-000-084.015	DUE FROM FIRE AUTHORITY	NAPA AUTO PARTS	STATEMENT OF ACCOUNT JUNE	116.93	66482
101-000-085.000	DUE FROM LIGHT & POWER	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	105.00	66450
101-000-222.002	DUE TO COUNTY-DOG LICENSE	KENT COUNTY ANIMAL SHELTE	DOG LICENSES JAN-MAR 2015	816.60	66474
101-000-235.001	DUE TO COM COLLEGE-DELINQ	GRAND RAPIDS COMMUNITY CO	DELQ TAXES COLLECTED 6/1	6.78	66441
101-000-274.000	UNDISTRIBUTED DELINQUENT	GRAND RAPIDS COMMUNITY CO	DELQ TAXES COLLECTED 6/1	0.68	66441
101-000-285.000	DEPOSITS	OLIN EXCAVATING INC.	DEMO OF 318 LINCOLN LAKE	9,500.00	66455
101-000-285.000	DEPOSITS	RICH DYKSTRA	BOND REFUND 423 SUFFOLK	400.00	66458
101-000-285.004	CREEKSIDE DEPOSIT	LISA FALSETTA	CREEKSIDE PARK DEPOSIT	50.00	66476
Total For Dept 000				11,278.93	
Dept 209 ASSESSOR					
101-209-860.000	TRAVEL EXPENSES	JEFFREY RASHID	ASSESSING EXPENSES JUNE 2	27.03	66445
101-209-900.000	PRINTING	KENT COUNTY FISCAL SERVIC	PICTOMETRY PROJECT 2015	610.88	66447
Total For Dept 209 ASSESS				637.91	
Dept 215 CLERK					
101-215-900.000	PRINTING	FANDANGLED CUSTOM APPAREL	CITY CLERK DESK BAR	66.30	66440
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT JUNE 20	230.00	66449
Total For Dept 215 CLERK				296.30	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	STRATEGIC ACCOUNTING & TA	STATEMENT JUNE 2015	828.75	66460
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	ANNUAL RENEWAL FEE 2015-1	225.00	66469
Total For Dept 253 TREASU				1,053.75	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	HOOPER PRINTING	MAILING LABELS	75.97	66443
101-265-740.000	OPERATING SUPPLIES	MUNDT, THERESA	CITY SUPPLIES	124.61	66481
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	40.79	66490
101-265-802.000	CONTRACTUAL	RED CREEK	STATEMENT JULY 2015	55.00	66457
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	CABLE CHARGES FOR JULY 20	147.85	66467
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	2,310.65	66477
101-265-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	210.00	66450
101-265-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	CITY HALL R&M- ALARM	197.00	66465
Total For Dept 265 CITY H				3,161.87	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	35.94	66435
101-276-740.000	OPERATING SUPPLIES	LUDEMA AND BOYINK	140 SQ FT SOD	14.70	66478
101-276-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	CRUSHED ASPHALT & SAND	251.29	66495
101-276-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	STATMENT OF 6035 3012 032	19.99	66496
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM	75.00	66475
101-276-864.000	CONFERENCES & CONVENTIONS	CARDMEMBER SERVICE	STATMENT FOR JUNE 2015	231.28	66466
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	62.32	66477
101-276-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	35.00	66450
101-276-930.000	REPAIR & MAINTENANCE	THORNAPPLE RIVER NURSERY,	WOOD CHIPS/LIB-CEM-DDA	6.50	66494
Total For Dept 276 CEMETE				732.02	
Dept 301 POLICE DEPARTMENT					
101-301-624.000	SALVAGE INSPECTION FEES	CHROUCH COMMUNICATIONS, I	POLICE SALVAGE	64.00	66437
101-301-624.000	SALVAGE INSPECTION FEES	CARDMEMBER SERVICE	STATMENT FOR JUNE 2015	(44.70)	66466
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	FINGERPRINTS JUNE 2015 -	492.25	66459
101-301-626.001	PBT TEST	GINA AYERS	PBT REFUND	30.00	66470
101-301-660.002	SEX OFFENDER FEES	STATE OF MICHIGAN	SO REGISTRATION JUNE 2015	120.00	66459
101-301-740.000	OPERATING SUPPLIES	MUNDT, THERESA	CITY SUPPLIES	25.86	66481
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	42.50	66485
101-301-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	POLICE COPY MACHINE	7.41	66468



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EXP CHECK RUN DATES 07/10/2015 - 07/15/2015

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 301 POLICE DEPARTMENT					
101-301-930.000	R & M EQUIPMENT	NORTHSTAR MEDICAL EQUIPME	POLICE HEART START PADS	403.20	66484
101-301-955.000	MISCELLANEOUS EXPENSE	GR CITY TREASURER	PARKING	26.00	66471
101-301-984.000	EQUIPMENT	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	3.51	66435
	Total For Dept 301 POLICE			1,170.03	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SERVICES	2,730.00	66497
	Total For Dept 400 PLANNI			2,730.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	9.98	66435
101-441-802.000	CONTRACTUAL	RED CREEK	STATEMENT JULY 2015	115.00	66457
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	DPW CABLE JULY 2015	27.96	66467
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	441.89	66477
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	846.88	66477
101-441-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	70.00	66450
	Total For Dept 441 DEPART			1,511.71	
Dept 442 SIDEWALK					
101-442-740.000	OPERATING SUPPLIES	O'LEARY PAINT	TRAFFIC PAINT	498.00	66486
	Total For Dept 442 SIDEWA			498.00	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	106.12	66477
	Total For Dept 747 CHAMBE			106.12	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	STATEMENT OF ACCOUNT JUNE	171.60	66482
101-751-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS FOR PARKS	520.00	66494
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	STATMENT OF 6035 3012 032	99.98	66496
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	RESTROOMS REC FIELD	190.00	66448
101-751-802.000	CONTRACTUAL	PREIN & NEWHOF, INC.	PROF SERVICES - PARKS	550.00	66456
101-751-802.000	CONTRACTUAL	RED CREEK	STATEMENT JULY 2015	205.00	66457
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	654.90	66477
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	95.29	66435
101-751-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	PARK SUPPLIES	18.00	66436
	Total For Dept 751 PARKS			2,504.77	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	45.95	66477
	Total For Dept 757 SHOWBO			45.95	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	2.97	66435
101-790-740.000	OPERATING SUPPLIES	LUDEMA AND BOYINK	140 SQ FT SOD	14.70	66478
101-790-740.000	OPERATING SUPPLIES	MUNDT, THERESA	CITY SUPPLIES	8.78	66481
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	121.66	66490
101-790-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS/DDA & LIB	13.00	66494
101-790-802.000	CONTRACTUAL	RED CREEK	STATEMENT JULY 2015	25.00	66457
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	1,182.22	66477
101-790-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	105.00	66450
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	LIBRARY STMT JUNE 2015	257.88	66454
101-790-930.000	REPAIR & MAINTENANCE	THORNAPPLE RIVER NURSERY,	WOOD CHIPS/LIB-CEM-DDA	6.50	66494
	Total For Dept 790 LIBRAR			1,737.71	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	70.00	66450
101-804-887.000	CONTRIBUTIONS & MAINTENAN	THORNAPPLE RIVER NURSERY,	WOOD CHIPS/MUSEUM	39.00	66494
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	191.12	66477
	Total For Dept 804 MUSEUM			300.12	
	Total For Fund 101 GENERA			27,765.19	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 07/10/2015 - 07/15/2015  
BOTH JOURNALIZED AND UNJOURNALIZED

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BOTH OPEN AND PAID					
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	3.99	66435
202-463-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	STATEMENT OF ACCOUNT JUNE	171.60	66482
202-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	STATMENT OF 6035 3012 032	5.99	66496
Total For Dept 463 MAINTENANCE				181.58	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	PAINT FOR HYDRANTS/TRAFFI	39.00	66499
Total For Dept 474 TRAFFIC				39.00	
Dept 483 ADMINISTRATION					
202-483-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	AVERY ST - PROF SERVICES	1,099.70	66497
Total For Dept 483 ADMINISTRATION				1,099.70	
Total For Fund 202 MAJOR STREET FUND				1,320.28	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-802.000	CONTRACTUAL	MEDCO TREE SERVICE	TREE REMOVAL 726 LAFAYETT	1,850.00	66479
Total For Dept 463 MAINTENANCE				1,850.00	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	PAINT FOR HYDRANTS/TRAFFI	39.00	66499
Total For Dept 474 TRAFFIC				39.00	
Dept 906 DEBT SERVICE					
203-906-991.000	PRINCIPAL	THE BANK OF NEW YORK MELL	2002 TRANSPORTATION FUND	40,000.00	66491
203-906-995.000	INTEREST	THE BANK OF NEW YORK MELL	2002 TRANSPORTATION FUND	3,057.50	66491
203-906-995.000	INTEREST	THE BANK OF NEW YORK MELL	2005 TRANSPORTATION BOND	27,568.75	66491
203-906-996.000	PAYING AGENT FEES	THE BANK OF NY MELLONG CO	05 TRANS FUND BOND 15-16	802.50	66461
203-906-996.000	PAYING AGENT FEES	THE BANK OF NY MELLONG CO	2002 TRANSPORTATION FUND	750.00	66492
Total For Dept 906 DEBT SERVICE				72,178.75	
Total For Fund 203 LOCAL STREET FUND				74,067.75	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	16.57	66435
248-463-740.000	OPERATING SUPPLIES	EVERGREEN UNDERGROUND, IN	SPRINKLER REPAIRS DDA	168.00	66439
248-463-740.000	OPERATING SUPPLIES	JOHN DEERE LANDSCAPES	DDA OPERATING SUPPLIES	74.37	66472
248-463-740.000	OPERATING SUPPLIES	O'LEARY PAINT	TRAFFIC PAINT	598.50	66486
248-463-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	STATEMENT OF ACCT JUNE 20	5.48	66488
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS	39.00	66494
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS/DDA & LIB	26.00	66494
248-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	STATMENT OF 6035 3012 032	19.99	66496
248-463-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	PAINT FOR HYDRANTS/TRAFFI	78.00	66499
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	579.75	66477
248-463-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	140.00	66450
248-463-930.000	REPAIR & MAINTENANCE	THORNAPPLE RIVER NURSERY,	WOOD CHIPS/LIB-CEM-DDA	39.00	66494
Total For Dept 463 MAINTENANCE				1,784.66	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				1,784.66	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 758 DOG PARK					
260-758-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	41.98	66477
260-758-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	DOG PARK R & M	75.00	66436
Total For Dept 758 DOG PARK				116.98	
Total For Fund 260 DESIGNATED CONTRIBUTIONS				116.98	
Fund 351 GENERAL DEBT SERVICE ( NON-VOTED BONDS)					
Dept 906 DEBT SERVICE					
351-906-996.000	PAYING AGENT FEES	THE BANK OF NY MELLONG CO	2012 BOND 6/1/15-5/31/16	200.00	66461
Total For Dept 906 DEBT SERVICE				200.00	

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Fund 351 GENERAL DEBT SERVICE ( NON-VOTED BONDS)					
		Total For Fund 351 GENERA		200.00	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-910.000	INSURANCE	MEADOWBROOK INC.	AIRPORT INSURANCE 2015-20	3,063.00	66451
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	AIRPORT ENERGY JUNE 2015	21.55	66438
581-000-930.000	REPAIR & MAINTENANCE	SHADOW ENTERPRISES	AIRPORT RUNWAY LIGHTS	257.50	66489
		Total For Dept 000		3,342.05	
		Total For Fund 581 AIRPOR		3,342.05	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	105.00	66450
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	6,233.49	66477
		Total For Dept 000		6,338.49	
Dept 550 TREATMENT					
590-550-802.000	CONTRACTUAL	UNITED WATER, INC.	SURCHARGES MAY 2015	3,652.56	66462
590-550-802.000	CONTRACTUAL	UNITED WATER, INC.	WWTP JUNE 2015	37,550.78	66462
590-550-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	105.00	66450
590-550-930.000	REPAIR & MAINTENANCE	ADVANCED HYDROVAC INC	WASTEWATER R & M	1,150.00	66463
		Total For Dept 550 TREATM		42,458.34	
Dept 551 COLLECTION					
590-551-740.000	OPERATING SUPPLIES	MICHIGAN METER TECHNOLOGY	BALANCE ON INV#93538	452.50	66480
590-551-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	STATEMENT OF ACCOUNT JUNE	171.60	66482
590-551-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	CRUSHED ASPHALT & SAND	103.09	66495
590-551-801.000	PROFESSIONAL SERVICES	MICHIGAN RURAL WATER ASSO	WRWA MEMBERSHIP 2015-2016	206.67	66453
590-551-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	PROF SERVICES-SAW GRANT	9,346.71	66487
590-551-930.000	REPAIR & MAINTENANCE	AGILE SAFETY LLC	GAS DETECTOR/DOCKING STAT	1,463.15	66434
590-551-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	52.93	66435
590-551-930.000	REPAIR & MAINTENANCE	TIP TOP GRAVEL CO.	CRUSHED ASPHALT & SAND	496.91	66495
590-551-970.000	CAPITAL OUTLAY	MICHIGAN METER TECHNOLOGY	W/S ENHANCED ECODER R900I	14,022.50	66452
590-551-970.000	CAPITAL OUTLAY	MICHIGAN METER TECHNOLOGY	W/S METERS	2,500.50	66452
590-551-970.000	CAPITAL OUTLAY	MICHIGAN METER TECHNOLOGY	W/S METERS	1,307.36	66452
		Total For Dept 551 COLLEC		30,123.92	
		Total For Fund 590 WASTEW		78,920.75	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	64.99	66435
591-570-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	STATMENT OF 6035 3012 032	20.00	66496
591-570-744.000	UNIFORMS	TRACTOR SUPPLY CREDIT PLA	STATMENT OF 6035 3012 032	19.99	66496
591-570-802.000	CONTRACTUAL	RED CREEK	STATEMENT JULY 2015	30.00	66457
591-570-802.000	CONTRACTUAL	NORTHERN PUMP & WELL	INSPECTION TESTING	700.00	66483
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	4,100.85	66477
591-570-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	140.00	66450
591-570-930.000	REPAIR & MAINTENANCE	KENDALL ELECTRIC INCORPOR	REPAIR & MAINT	225.42	66473
591-570-930.000	REPAIR & MAINTENANCE	THERMA-STOR PRODUCTS	DEHUMIDIFIER	2,379.50	66493
591-570-955.000	MISCELLANEOUS EXPENSE	MICHIGAN RURAL WATER ASSO	WRWA MEMBERSHIP 2015-2016	206.66	66453
		Total For Dept 570 TREATM		7,887.41	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	31.95	66435
591-571-740.000	OPERATING SUPPLIES	MICHIGAN METER TECHNOLOGY	BALANCE ON INV#93538	452.50	66480
591-571-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	STATEMENT OF ACCOUNT JUNE	171.60	66482
591-571-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	CRUSHED ASPHALT & SAND	238.05	66495
591-571-744.000	UNIFORMS	TRACTOR SUPPLY CREDIT PLA	STATMENT OF 6035 3012 032	19.99	66496
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION JUNE 201	815.00	66444
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES 5/19 - 6	1,230.02	66477
591-571-930.000	REPAIR & MAINTENANCE	AGILE SAFETY LLC	GAS DETECTOR/DOCKING STAT	1,463.15	66434

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Fund 591 WATER FUND					
Dept 571 DISTRIBUTION					
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	76.03	66435
591-571-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	CROSS CONNECTION TESTING	35.00	66450
591-571-930.000	REPAIR & MAINTENANCE	TIP TOP GRAVEL CO.	CRUSHED ASPHALT & SAND	361.95	66495
591-571-930.000	REPAIR & MAINTENANCE	X-CEL CHEMICAL SPECIALTIE	PAINT FOR HYDRANTS/TRAFFI	228.00	66499
591-571-955.000	MISCELLANEOUS EXPENSE	MICHIGAN RURAL WATER ASSO	WRWA MEMBERSHIP 2015-2016	206.67	66453
591-571-970.000	CAPITAL OUTLAY	MICHIGAN METER TECHNOLOGY	W/S ENHANCED ECODER R900I	14,022.50	66452
591-571-970.000	CAPITAL OUTLAY	MICHIGAN METER TECHNOLOGY	W/S METERS	2,500.50	66452
591-571-970.000	CAPITAL OUTLAY	MICHIGAN METER TECHNOLOGY	W/S METERS	1,307.37	66452
Total For Dept 571 DISTRI				23,160.28	
Total For Fund 591 WATER				31,047.69	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-802.000	CONTRACTUAL	CARDMEMBER SERVICE	STATMENT FOR JUNE 2015	20.00	66466
636-000-986.000	COMPUTER DATA PROCESSING	BS&A SOFTWARE	TIMESHEET PROGRAM	1,570.00	66464
Total For Dept 000				1,590.00	
Total For Fund 636 DATA P				1,590.00	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	GTW	EQUIP SUPPLIES	44.09	66442
661-895-740.000	OPERATING SUPPLIES	WINZER CORPORATION	EQUIP FUND SUPPLIES	371.76	66498
661-895-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCT JUNE 20	212.88	66435
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	STATEMENT OF ACCOUNT JUNE	730.40	66482
Total For Dept 895 FLEET				1,359.13	
Total For Fund 661 EQUIPM				1,359.13	

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Fund Totals:

Fund 101	GENERAL FUND	27,765.19
Fund 202	MAJOR STREET FUN	1,320.28
Fund 203	LOCAL STREET FUN	74,067.75
Fund 248	DOWNTOWN DEVELOP	1,784.66
Fund 260	DESIGNATED CONTR	116.98
Fund 351	GENERAL DEBT SER	200.00
Fund 581	AIRPORT FUND	3,342.05
Fund 590	WASTEWATER FUND	78,920.75
Fund 591	WATER FUND	31,047.69
Fund 636	DATA PROCESSING	1,590.00
Fund 661	EQUIPMENT FUND	1,359.13

221,514.48



# STRATEGIC GOALS REPORT

JULY 20, 2015

## **TIER ONE**

**1) Street Asset Management Plan:** We had further discussion on the street plan at your most recent workshop. We are in the process of identifying community and high priority streets for repair in the next five years. (7-6-15)

**2) Look/Lee Fund Investment Options:** We have completed the transfer of a portion of the assets of the Look Memorial Fund to the Grand Rapids Foundation for investment purposes. We are still exploring a similar investment structure for the Lee Fund. (7-6-15)

**✓ 3) Banners Downtown:** New banners have been installed downtown and our banner program is up and running. This project is completed. (7-20-15)

**4) Wastewater Inflow & Infiltration:** Data that was collected from ground water and flow monitors is being evaluated and we hope to have a report in the near future from Prein & Newhoff. (7-6-15)

**5) Downtown Trail Connector:** LARA has completed its work with a recommended route to connect the Fred Meijer River Valley Rail Trails through the City of Lowell. A meeting with MDOT and the DNR is being scheduled and the City Manager is being invited to attend. (7-6-15)

**✓ 6) Secure City Funding for Arbor Board:** This has been completed with the adoption of the FY 2015-16 budget. (7-6-15)

**7) Rental Rehabilitation Program:** As of July 1, 2015, we have become eligible to receive CDBG grants through the State of Michigan. We will formulate a work plan to begin the process. In the meantime, we are working with a building owner who is currently pursuing CDBG funds through the MEDC. (7-6-15)

**8) Economic Development Staff:** We will need to have further discussion on this item at a future workshop. (7-6-15)

## **TIER TWO**

**1) Promote Accomplishments:** This will be an ongoing task. We should discuss specific outcomes for this goal at a future workshop. In the meantime, during your last meeting I presented you with a list of 2014-15 accomplishments for the organization. (7-6-15)

# **CITY OF LOWELL STRATEGIC GOALS REPORT**

**2) Ordinance Review:** Next step on this goal will be to create a calendar and assignments to keep us on task.

**a) Buried Utility Lines:** We will need to work with Light & Power to review the current ordinance and review our goals before drafting language. (7-6-15)

**b) Right-of-Way:** Public Works and City Hall staff are already discussing our internal process for reviewing building and zoning applications including a discussion on how to create a sign-off process when projects impact the right-of-way. I expect that ordinance/policy issues will arise from this discussion. (7-6-15)

**c) Trash:** We have a draft for discussion which can be reviewed at a future workshop. (7-6-15)

**3) College Intern Program:** We have advertised with the Michigan Municipal League for college interns and have had some inquiries. (7-6-15)

**4) Proactive Code Enforcement:** This item will require further discussion at a future workshop to identify outcomes for this goal. (7-6-15)

**5) Business Development Packet:** I have reached out to The Right Place who have indicated they can assist us with this project. (7-20-15)

## **TIER THREE**

**1) Review Investment Strategy:** We will need to develop a work plan for this goal as well as develop specific outcomes that identify when the goal is met. (7-6-15)

**2) Master Plan for Recreation Park:** With the upcoming discussion on the river valley trail connector, we will need to engage with the users of Recreation Park to identify a specific trail route through the park. This will likely begin our discussion on an overall master plan for the park. (7-6-15)

**3) North Washington Park Name & Signage:** We will begin a discussion with the Parks & Recreation Commission on this goal. (7-6-15)





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

## **PENDING COUNCIL PROJECTS REPORT**

**July 20, 2015**

### **UPDATES**

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**Downtown Tower Removal** – No further update.

**Underground Electrical Lines** – No further update.

**Trash Ordinance Update** – No further update.

**Right of Way Ordinance** – No further update.

### **UPDATES**

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#### **Downtown Tower Removal**

(7-6-15) You approved a bid at your previous meeting to have the tower removed. We will keep you updated.

(5-18-15) Removal of the tower has been put out for bid. We hope to receive responses and bring them to you at a future council meeting.

(4-6-15) Chief Bukala has been working on the request for proposals to have the tower removed this year.

(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.

#### **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.

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 10-15**

**RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION  
OF A CONTRACT WITH HOPE NETWORK WEST MICHIGAN FOR  
SPECIALIZED TRANSPORTATION SERVICES**

Councilmember \_\_\_\_\_, supported by Councilmember \_\_\_\_\_,  
moved the adoption of the following resolution:

**WHEREAS**, the City desires to contract with Hope Network West Michigan (the “Agency”) to provide certain door-to-door and door-through-door specialized transportation services to senior citizens and individuals with disabilities who reside in the City (the “Services”); and

**WHEREAS**, the Agency is willing to perform such Services for the City pursuant to the terms and conditions of a mutually agreeable contract (the “Contract”).

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the Contract in the form presented at this meeting pursuant to which the Agency will perform the Services is approved.
2. That the Mayor and City Clerk are authorized and directed to execute the Agreement for and on behalf of the City.
3. That all resolutions or parts of resolutions in conflict herewith are rescinded.

YEAS: Councilmembers \_\_\_\_\_  
\_\_\_\_\_

NAYS: Councilmembers \_\_\_\_\_

ABSTAIN: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

Dated: July 20, 2015

\_\_\_\_\_  
Betty Morlock, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on July 20, 2015, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: July 20, 2015

\_\_\_\_\_  
Betty Morlock, City Clerk

**CONTRACT BETWEEN  
THE CITY OF LOWELL  
AND  
HOPE NETWORK WEST MICHIGAN**

**THIS CONTRACT** is entered into on this \_\_\_\_\_ day of \_\_\_\_\_, effective from July 1, 2015, through June 30, 2016, by and between the City of Lowell (hereinafter called the "City"), and Hope Network West Michigan, (hereinafter called the "Agency").

**WITNESSETH THAT:**

**WHEREAS**, the City desires to engage the Agency to perform certain Services and Activities as specified herein; and

**WHEREAS**, the Agency agrees to perform such Services and Activities in a lawful, satisfactory, and proper manner, and in accordance with all policies, procedures, and requirements which have been or, from time to time, may be prescribed by the City;

**NOW, THEREFORE**, the City and the Agency do mutually agree as follows:

**ARTICLE I - PROJECT OBJECTIVES**

The project objectives of this Contract are herein established as the standards to be used by the City to determine the impact and effectiveness of the Services and Activities to be performed by the Agency under Article II below. The project objectives are:

The City desires to provide door-to-door and door-through-door specialized transportation service to the City senior citizens aged 60 years and above and individuals residing in the City with disabilities during the period covered by this Contract. The Agency shall arrange for the desired service to be provided to eligible City residents under the terms and conditions of this Contract. The City shall compensate the Agency for the desired Services and Activities as specified herein.

**ARTICLE II- SCOPE OF SERVICES AND ACTIVITIES**

In order to accomplish the project objectives defined in Article I above, the Agency shall perform in a lawful, satisfactory, and proper manner, the following Services and Activities:

- a) Advance reservation door-to-door and door-through-door transportation service shall be furnished to individuals meeting the Agency's eligibility criteria. The service will be offered solely to eligible city residents in which the origin or destination is to or from the city. A resident of the city may utilize the service for a trip that

does not originate or terminate within the City with the approval of the City.

- b) Eligible City residents may travel to and from any point within the Agency's North Kent Transit Services (NKTS) Primary Service Area provided no more than twenty (20) trips per month are taken by an individual, unless authorized by the City.
- c) These transportation services shall be furnished from 8:00 a.m. to 4:30 p.m., Monday through Friday. The beginning time of service is the earliest time at which passengers shall be scheduled to be picked up. The ending time of service is the latest time at which passengers shall be scheduled to be picked up for return trips. No transportation service shall be provided on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas Day. Should the Agency change regular NKTS days and/or hours during the term of this Contract, the service days and/or hours for transportation service provided under this Contract shall change concurrently with the change in the Agency's regular NKTS days and/or hours.
- d) Passenger eligibility criteria shall be limited to City residents. Persons desiring to use the service shall be required to complete a registration procedure to verify eligibility as a non-disabled senior citizen aged 60 years or more or as a person with a disability requiring specialized transportation services. Registration of eligible individuals shall be carried out by the Agency using the Agency's procedures and operational requirements.
- e) A passenger fare of \$4.25 per one-way trip shall be charged to eligible persons who travel within the current NKTS boundaries, and a fare of \$7.25 per one-way trip shall be charged to eligible persons who travel outside of the current NKTS boundaries and within Kent County and utilizing Services provided under this Contract. Fare revenues shall be retained by the Agency as partial reimbursement for service operating expenses. If the regular NKTS fares be changed during the term of this Contract, the fares for City service shall be changed to remain equal to the regular NKTS fares.
- f) Wheelchair accessible vehicles with lifts or ramps plus wheelchair securement equipment shall be made available by the Agency and operated as needed to meet the travel needs of persons using wheelchairs who request service.
- g) The Agency shall provide, at no charge, copies of public information brochures and other materials developed for purposes of marketing Agency services. Agency personnel shall assist the City in developing appropriate public information for Services and Activities under this

Contract. The Agency and the City shall coordinate an effective public information program.

- h) The Agency shall prepare and submit to the City a monthly report on the Services and Activities undertaken to fulfill its obligations under this Contract.

### **ARTICLE III - TIME OF PERFORMANCE**

- a) On July 1, 2015, the Agency shall commence performance of the Services and Activities required under this Contract.
- b) The Agency shall continue to perform such Services and Activities until the expiration of this Contract on June 30, 2016, unless otherwise terminated earlier pursuant to the terms of this Contract.

### **ARTICLE IV - COMPENSATION AND METHOD OF PAYMENT**

- a) As full compensation for the Agency's satisfactory performance under, and completion of, this Contract, the City hereby agrees to pay the Agency the amount of \$16.00 per one-way trip for all eligible trips performed under this Contract. It is agreed that the above-specified amounts shall be the maximum amounts to be charged by the Agency during the term of this Contract. Should the Agency's net cost of providing the specified Services and Activities be reduced due to an increase in the fare(s) paid by passengers, the \$16.00 sum per one-way trip shall be adjusted downward as of the effective date(s) of any such changes.
- b) It is expressly understood by and between the City, and the Agency that in no event shall the total compensation and reimbursement, if any, to be paid to the Agency pursuant to this Contract, exceed the maximum sum of \$3,000 (Three Thousand Dollars) unless prior approval has been given by the City.
- c) At the end of each calendar month of service, the Agency shall prepare and provide to the City a statement of charges due for service provided during the prior month, supported and accompanied by detailed documentation of the basis for the charges shown. The City shall determine whether or not the charges are acceptable for processing and payment. Invoices shall be due and payable within thirty (30) days of the date that the City receives the invoice.

### **ARTICLE V - CONTINUED FUNDING**

The City makes no implied or explicit guarantee, offer, or representation of future funding from the City beyond the termination of this Contract.

## **ARTICLE VI - CONTRACT MODIFICATIONS**

The City, from time to time, may expand, diminish, or otherwise modify the Project Objectives, the Scope of Services and Activities, or any other Contract provisions related thereto, which the Agency is required to perform pursuant to Articles I and II of this Contract; provided, however, such modifications are mutually agreed upon by the City, and the Agency. The City and the Agency agree that this Contract sets forth, in the entirety, all agreements between the parties hereto.

## **ARTICLE VII - TERMINATION OF CONTRACT**

- a) The City may terminate this Contract at any time for any reason by giving written notice by United States certified mail to the Agency at least sixty (60) calendar days before the effective date of such termination and specifying the effective date.
- b) The Agency may terminate this Contract at any time for any reason by giving written notice by United States certified mail to the City at least sixty (60) calendar days before the effective date of such termination and specifying the effective date.
- c) In the event that this Contract is terminated, the Agency shall receive just and equitable compensation for any work which the Agency satisfactorily completed pursuant to this Contract before the effective termination date.

## **ARTICLE VIII- RECORDS AND DOCUMENTATION**

- a) The Agency shall establish and maintain all necessary records concerning any matter covered by this Contract which, from time to time, may be required by the City.
- b) Unless otherwise expressly authorized by the City, the Agency shall maintain all records related to this Contract, including financial records and accounts, for a time period of at least six (6) years after receipt of final payment under this Contract.
- c) If any litigation, claim, or audit regarding the services described in this Contract is started before the expiration of the six (6) year time period, the records shall be retained by the Agency until all litigation (including appeals), claims, or audit findings involving the records have been resolved.

## **ARTICLE IX - AUDITS AND INSPECTIONS**

At any time during normal business hours and as often as the City may deem necessary to ensure proper accounting for all project funds, the Agency shall:

- a) Make available to the City all checks, payrolls, time records, invoices, contracts, vouchers, orders and other data, information, and material concerning any matter covered by this Contract.
- b) Permit the City to audit, examine, excerpt, or transcribe all checks, payrolls, time records, invoices, contracts, vouchers, orders, or other data, information, and material concerning any matter covered by this Contract.
- c) Allow the City to review such documents that are considered as backup to the operation of the Agency, related to this Contract.

#### **ARTICLE X - CONFLICT OF INTEREST**

- a) The Agency covenants that no conflict of interest exists and no person having any conflicting interest in this Contract shall be employed for the purpose of performing the Services and Activities set forth in the Scope of Services and Activities (Article II) of this Contract or fulfilling the terms, conditions, obligations, covenants, agreements, or stipulations herein.
- b) The Agency shall establish safeguards to prohibit employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other relationships or ties.

#### **ARTICLE XI - ASSIGNMENT AND TRANSFER OF INTEREST; SUBCONTRACTING**

The Agency shall not assign or transfer, whether by assignment or novation, any interest in this Contract, or subcontract any performance or portion hereof pursuant to the Contract without the prior written consent of the City; provided, however, that claims for money due or to become due the Agency from the City pursuant to this Contract may be assigned or transferred to a bank, trust company, or other financial institution without such consent, and the Agency shall promptly notify the City of any such assignment or transfer.

#### **ARTICLE XII – INDEMNIFICATION; ENFORCEMENT; ATTORNEY FEES**

- a) To the extent permitted by law, the Agency will indemnify and save harmless the City for, from, and against any and all damages to property or injuries to or death of any person or persons, including the property and employees or agents of the City, and the Agency shall defend, indemnify and save harmless the City from any and all claims, demands, suits, liabilities and/or payments, actions or proceedings of any kind or nature, including workers compensation claims, of or by anyone whomsoever, in any way resulting from or arising out of the Agency's operations in connection with this Contract, including the operations of the Agency's subcontractors, and the acts or omissions of employees or agents of the



Agency or its subcontractors. This paragraph shall benefit not only the City, but also the City's employees, officials, officers, and agents.

- b) In addition to the remedies specified in this Contract, the parties shall have such additional remedies as are provided by Michigan law and equity.
- c) In the event of a suit or action filed to enforce or interpret this Contract or with respect to this Contract, the prevailing party shall be reimbursed by the other party for all costs and expenses incurred in connection with the suit or action, including without limitation reasonable attorneys' fees and costs.

### **ARTICLE XIII - INSURANCE**

The Agency will procure and maintain, at its own cost and expense, and as long as it is providing services to the City, the following insurance coverage:

- a) Commercial General Liability: per occurrence form, minimum limits of \$1,000,000 per occurrence.
- b) Automobile Liability: Michigan no-fault coverage, and residual Liability for bodily injury and property damage, minimum limits \$1,000,000.
- c) Worker's Compensation and Employer's Liability: Statutory coverage or proof acceptable to the City of approval as a self-insurer by the State of Michigan. Employer's Liability \$500,000.
- d) The Agency shall provide the City with written proof that the city has been added as an additional insured on the Agency's insurance coverage.

### **ARTICLE XIV- CIVIL RIGHTS**

- a) The Agency agrees that it will not discriminate as to provision of Services and Activities pursuant to this Contract or as to hiring or terms or conditions of employment based on race, color, religion, national origin, sex, disability, marital status, height, weight, age or other protected class against whom discrimination is prohibited by law.
- b) The Agency shall, in all solicitations or advertisements for employees placed by or on behalf of the Agency, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, disability, marital status, height, weight, age or other protected class against whom discrimination is prohibited by law.
- c) In the event of the Agency's noncompliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations or orders, this Contract may be cancelled, terminated, or suspended in whole or in part.

## **ARTICLE XV - SEVERABILITY**

If any clauses, sections, provisions, or parts of this Contract are held invalid by a court of competent jurisdiction, or if any portion of any clause, section, provision or part of this Contract is held invalid by a court of competent jurisdiction, the remainder of this Contract shall not be affected thereby, if such remainder of this Contract would then continue to conform to the terms and requirements of applicable law. Unless otherwise specified in this Contract, all notices, duties, or rights of the parties shall be exercised by and through this Contract as specified herein.

## **ARTICLE XVI - WAIVER**

The failure of the City to demand compliance with any term of this Contract, or to take action when this Contract is breached in any way, shall not be considered a waiver of that contractual requirement thereafter, nor of the City's right of action for the breach of that term.

## **ARTICLE XVII – OPTIONAL RENEWAL**

By mutual agreement of the parties, the City shall have the right to renew this Contract annually for an additional year and pursuant to the same terms and conditions of this Contract at a compensation mutually agreed upon by the City and the Agency.

## **ARTICLE XVIII - DISCLOSURE OF CONFIDENTIAL MATERIAL**

The parties agree not to disclose any information regarding this Contract or the services provided pursuant to this Contract except as otherwise required by law (including, but not limited to, the Michigan Freedom of Information act) or regulation.

**IN WITNESS WHEREOF**, the Agency and the City have executed this Contract as of the date first above written.

### **CITY OF LOWELL**

By: \_\_\_\_\_  
James Hodges, Mayor

Date: \_\_\_\_\_

### **ATTEST:**

By: \_\_\_\_\_  
Betty Morlock, City Clerk

Date: \_\_\_\_\_

### **HOPE NETWORK WEST MICHIGAN**

By: \_\_\_\_\_  
Steve Hartman, Executive Director of Transportation Services

Date: \_\_\_\_\_

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 11-15**

**RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION  
OF A LICENSE AGREEMENT WITH WENDELL L. CHRISTOFF  
TRUST GRANTING A LICENSE FOR A PUBLIC PEDESTRIAN  
PATHWAY FROM FOREMAN ROAD TO CREEKSIDE PARK**

Councilmember \_\_\_\_\_, supported by Councilmember \_\_\_\_\_,

moved the adoption of the following resolution:

**WHEREAS**, the Wendell L. Christoff Trust (the "Trust") owns certain property in the City between Foreman Road and Creekside Park (the "Premises"); and

**WHEREAS**, the Trust has agreed to continue to provide the City a license on the Premises for a five-foot wide pedestrian pathway for use by the general public for an additional ten years (the "License"); and

**WHEREAS**, the City and the Trust have agreed to the terms and conditions of the License pursuant to a License Agreement (the "Agreement").

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the Agreement in the form presented at this meeting providing the License on the Premises is approved.
2. That the Mayor and Deputy City Clerk are authorized and directed to execute the Agreement for and on behalf of the City.
3. That upon execution of the Agreement by the City and the Trust the Deputy City Clerk is directed to record the Agreement with the Kent County Register of Deeds.
4. That all resolutions or parts of resolutions in conflict herewith are rescinded.

YEAS: Councilmembers \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers \_\_\_\_\_

ABSTAIN: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

Dated: July 20, 2015

\_\_\_\_\_  
Betty Morlock, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on July 20, 2015, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: July 20, 2015

\_\_\_\_\_  
Betty Morlock, City Clerk

## **LICENSE AGREEMENT**

**THIS LICENSE AGREEMENT** (the "Agreement") is made as of July 1, 2015, by the **WENDELL L. CHRISTOFF TRUST**, under agreement dated August 1, 1986, of 1400 Foreman Street, Lowell, Michigan 49331 (the "Licensor") and the **CITY OF LOWELL**, a Michigan municipal corporation, of 301 E. Main Street, Lowell, Michigan 49331 (the "City").

### **RECITALS**

A. The Licensor owns certain real property located in the City of Lowell, Kent County, Michigan, and legally described as follows:

The East 15 feet of part of the South 1/2 Northeast 1/4 of Section 3, Township 6 North, Range 9 West, commencing 858.90 feet West along the North 1/8 line from the East section line; thence South 00°00'00" 638.0 feet to a point 24.25 feet North from the South line of the North 1/2 of the South 1/2 of the Northeast 1/4; thence Westerly parallel with the North 1/8 line 40.0 feet; thence South 00°00'00" 24.25 feet to the South line of the North 1/2 of the South 1/2 of the Northeast 1/4; thence East long the South line 527.30 feet; thence North parallel with the East section line 663.10 feet to the North 1/8 line; thence West along the North 1/8 line 482.0 feet to the point of beginning.

(the "Licensed Premises").

B. The City has requested Licensor's permission to use a five-foot wide pedestrian pathway on the Licensed Premises between Foreman Road and Creekside Park for use by the general public. The Licensor has agreed to grant a license to the City pursuant to the terms and conditions of this Agreement.

### **AGREEMENT**

**NOW, THEREFORE**, in exchange for consideration in, or referred to by, this Agreement, the parties agree as follows:

1. **License.** The Licensor grants to the City, and the City accepts from the Licensor, a non-exclusive, non-transferable license to use a five foot wide pedestrian pathway on the Licensed Premises between Foreman Road and Creekside Park for use by the general public.

This is a license and the City understands and agrees that it is only permission to use the Licensed Premises and does not constitute any legal or possessory interest in the property.

**2. Acceptance of Licensed Premises.** The Licensor makes no warranties or representations to the City regarding the condition of the Licensed Premises for the use contemplated by this Agreement, and the City agrees to accept the Licensed Premises on an “as is” basis.

**3. Maintenance.** The City shall, at its sole cost, maintain the path in good repair and shall keep the path and the area immediately surrounding it in a clean and sanitary condition including the installation, maintenance and repair of all pathway signage.

**4. Insurance.** The City shall provide general liability insurance coverage for the Licensor, as an additional insured under the City’s existing policy, with coverage for bodily injury (including death) and for property damage in a minimum amount of Two Million Dollars (\$2,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the annual aggregate, for occurrences arising out of the use of the Licensed Premises by the general public.

**5. Indemnification.** To the extent permitted by law, the City agrees they will indemnify and save the Licensor harmless from any and all liability, damage, expense, causes of action, suits, claims or judgments resulting from injury of person or of others arising out of use of the Licensed Premises by the City, its employees, agents, contractors and subcontractors, or to general public. The Licensor agrees that in case any claim is asserted or any action brought to recover any such damage, the Licensor shall give prompt notice in writing to the City and cooperate in every way in the investigation and defense of any such claim or action, and in the handling of settlement of any such action shall be performed and concluded by the City or its insurer. Nothing in this paragraph shall be deemed to waive any statutory or common law immunity of the City pursuant to the laws of the State of Michigan.

**6. Assignment.** Neither party may assign its rights, duties or obligations under this Agreement without the prior written consent of the other party.

**7. Term; Early Termination.** The term of this Agreement shall be for a period beginning on the date of this Agreement and ending at 11:59 p.m. on June 30, 2025. Either the Licensor or the City may terminate this Agreement earlier at anytime upon six months notice.

**8. Miscellaneous.**

**a. Successors and Assigns.** This Agreement shall inure to the benefit of and be binding upon on the parties and their heirs, representatives, successors and assigns.

**b. Entire Agreement.** This Agreement constitutes the entire agreement between the parties as to its subject matter and it supersedes and replaces all prior or contemporaneous agreements. It may not be modified or amended except in writing signed by the parties.

c. **No Waiver.** Failure of either party to enforce any covenant or condition of this Agreement shall not be deemed a waiver thereof or of the right of either party to enforce each and every covenant and condition of this Agreement. No provision of this Agreement shall be deemed to have been waived unless such waiver shall be in writing.

d. **Governing Law.** This Agreement shall be construed and enforced under the laws of the State of Michigan.

**IN WITNESS WHEREOF**, the parties have caused this License to be executed as of the date first written above.

**LICENSOR:**

WENDELL L. CHRISTOFF TRUST

By: \_\_\_\_\_  
Wendell L. Christoff, Trustee

**LICENSEE:**

CITY OF LOWELL

By: \_\_\_\_\_  
James Hodges, Mayor

By: \_\_\_\_\_  
Betty Morlock, City Clerk

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF KENT        )

On this \_\_\_\_ day of \_\_\_\_\_, 2015, before me a Notary Public, personally appeared Wendell L. Christoff, Trustee of the Wendell L. Christoff Trust, on behalf of the Trust.

\_\_\_\_\_  
Notary Public, Kent County, Michigan  
My commission expires: \_\_\_\_\_  
Acting in Kent County, Michigan

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF KENT         )

On this \_\_\_\_ day of \_\_\_\_\_, 2015, before me a Notary Public, personally appeared James Hodges and Betty Morlock, the Mayor and City Clerk, respectively, of the City of Lowell, a Michigan municipal corporation, on behalf of the City.

\_\_\_\_\_  
Notary Public, Kent County, Michigan  
My commission expires: \_\_\_\_\_  
Acting in Kent County, Michigan

Prepared By and When  
Recorded Return To:

Richard A. Wendt, Esq.  
Dickinson Wright PLLC  
200 Ottawa Avenue, Suite 1000  
Grand Rapids, Michigan 49503  
(616) 458-1300



**LOWELL POLICE DEPARTMENT  
MONTHLY REPORT SUMMARY  
CALENDAR YEAR 2015**

<b>Complaint Book Total</b>	<b>146</b>	<b>306</b>	<b>500</b>	<b>724</b>	<b>903</b>	<b>1117</b>								
<b>Activity</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Year Total</b>	
<b>Total Arrests</b>	24	15	17	25	25	32							138	
Alcohol (MIP/Open Intox)	0	2	1	0	0	1							4	
Drug Law Violations	3	0	2	6	5	6							22	
Drunk Driving	1	1	0	2	1	0							5	
Suspended License	2	2	3	3	0	2							12	
Warrant Arrest	11	6	6	9	12	13							57	
Other Arrests	7	4	5	5	7	10							38	
Assault	1	1	0	0	3	2							7	
Assault (Civil)	2	2	3	3	2	5							17	
Assault (Domestic)	4	3	1	6	4	3							21	
Assist from Other Agency	11	8	10	6	9	12							56	
Assist to Other Agency	19	16	12	18	12	19							96	
Assist to Citizen	21	15	24	18	15	25							118	
Breaking & Entering	0	0	1	0	1	1							3	
Disorderly Conduct	1	2	3	4	0	5							15	
Dog Complaints	1	2	1	3	5	5							17	
Larceny	8	4	7	2	3	10							34	
Malicious Destruction	2	1	2	0	6	1							12	
Motorist Assist	12	10	15	14	11	7							69	
Ordinance Violations	1	25	20	59	12	25							142	
<b>Accident Total</b>	12	13	9	10	13	13							70	
{Property Damage}	12	10	8	7	13	13							63	
{Personal Injury}	0	3	1	3	0	0							7	
Citations Issued	18	19	28	29	22	27							143	
Traffic Stops: Warned	94	86	108	105	123	98							614	
Total # of Traffic Stops	103	97	122	115	124	105							666	

**MONTHLY COMPARISON TOTALS  
JUNE 2014 AND 2015**

<b>ACTIVITY</b>	<b>JUNE</b>	<b>2014 YEAR-TO-DATE</b>	<b>JUNE</b>	<b>2015 YEAR-TO-DATE</b>
<b>Total Arrests</b>	<b>31</b>	<b>199</b>	<b>32</b>	<b>138</b>
Alcohol (MIP/Open Intox)	2	15	1	4
Drug Law Violations	3	34	6	22
Drunk Driving	3	11	0	5
Suspended License	4	29	2	12
Warrant Arrest	6	64	13	57
Other Arrests	13	46	10	38
Assault	1	8	2	7
Assault (Civil)	7	18	5	17
Assault (Domestic)	1	12	3	21
Assist from Other Agency	13	48	12	56
Assist to Other Agency	15	85	19	96
Assist to Citizen	19	123	25	118
Breaking & Entering	1	5	1	3
Disorderly Conduct	4	19	5	15
Dog Complaints	1	28	5	17
Larceny	5	41	10	34
Malicious Destruction	6	22	1	12
Motorist Assist	10	84	7	69
Ordinance Violations	18	151	25	142
<b>Accident Total</b>	<b>9</b>	<b>65</b>	<b>13</b>	<b>70</b>
{Property Damage}	8	61	13	63
{Personal Injury}	1	4	0	7
Citations Issued	64	252	27	143
Traffic Stops: Warned	141	828	98	614
# of Traffic Stops Made			105	666
<b>TOTAL COMPLAINTS</b>	<b>210</b>	<b>1264</b>	<b>214</b>	<b>1117</b>

# AGENCIES ASSISTING

## LOWELL PD

JUNE 2015

COMP #	DATE	NATURE OF INCIDENT	DEPARTMENT	STATUS
15-0905	6/1/2015	Suicidal Subject	KCSD	Back-up
15-0950	6/8/2015	Missing Person	OREGON	Assisted
15-0951	6/8/2015	Domestic	KCSD	Back-up
15-0955	6/8/2015	PI Accident	KCSD	Back-up
15-1005	6/15/2015	Attempt Larceny	KCSD	Assisted
15-1056	6/20/2015	Intoxicated Subject	KCSD	Back-up
15-1057	6/20/2105	Sick raccoon	Animal Control	Assisted
15-1060	6/21/2015	Domestic	KCSD	Back-up
15-1061	6/21/2015	Domestic	KCSD	Back-up
15-1062	6/21/2015	Use of Marijuana	KCSD	Back-up
15-1077	6/23/2015	Disorderly Subject	KCSD	Back-up
15-1099	6/27/2015	Industrial Accident	KCSD	Assisted

**LOWELL PD CALLS TO  
ASSIST OTHER AGENCIES  
JUNE 2015**

COMP #	DATE	NATURE OF INCIDENT	DEPARTMENT	STATUS	VENUE
15-0908	6/2/2015	Threats	KCSD	Back-up	Lowell
15-0909	6/2/2015	Motorist Assist	KCSD	Handled call	Lowell
15-0921	6/3/2015	Attempt to locate subject	DEPT OF CORRECTIONS	Assisted	City of Lowell
15-0928	6/5/2015	Possible downed plane / unfounded	KCSD	Assisted	Vergennes
15-0933	6/6/2015	Domestic	KCSD	Back-up	Lowell
15-0938	6/6/2015	PI Accident	KCSD	Assisted	Vergennes
15-0974	6/10/2015	PD Accident	KCSD	Assisted	Vergennes
15-0977	6/11/2015	Serve Subpoena	PALM BEACH, FL	Handled call	City of Lowell
15-0988	6/12/2015	Medical Notification	IONIA CO	Handled call	City of Lowell
15-0991	6/13/2015	Alarm	KCSD	Assisted	Lowell
15-0999	6/13/2015	PD Accident	KCSD	Assisted	Lowell
15-1039	6/19/2015	Probation Violation	IONIA CO	Assisted	City of Lowell
15-1055	6/20/2015	Fleeing & Eluding	KCSD	Back-up	City of Lowell
15-1063	6/21/2015	Assault	KCSD	Back-up	Lowell
15-1066	6/22/2015	Arrest for Parole Violation	PAROLE (KENT COUNTY)	Assisted	City of Lowell
15-1076	6/23/2015	Suicidal Subject	KCSD	Back-up	Vergennes
15-1093	6/26/2015	Drug Investigation	KCSD	Assisted	Lowell
15-1106	6/28/2015	PI Accident	KCSD	Assisted	Lowell
15-1110	6/29/2015	Missing Person	ALLEGAN CO	Assisted	City of Lowell

# June 2015

Type of Call:	Current Month	Type of Call:	Last Year
Runs This Month	June 2015	Runs This Month	June-14
Number Responding	28	Number Responding	31
Structure Fire	377	Structure Fire	213
Vehicle Fire	0	Vehicle Fire	2
Miscellaneous Fire	3	Miscellaneous Fire	2
False Alarms	13	False Alarms	15
P.I. Accident	2	P.I. Accident	6
Medical Calls	10	Medical Calls	5
Number Responding	36	Medical Calls	29
Grass & Brush Fires	245	Number Responding	206
Gallons of Water Used	0	Grass & Brush Fires	1
Equipment Used:	900	Gallons of Water Used	500
Thermal Camera	June 2015	Equipment Used:	June-14
Ladders	6	Thermal Camera	3
Air Paks	1	Ladders	1
Generators	15	Air Paks	6
Lights (Flood)	2	Generators	1
TNT Tool	9	Lights (Flood)	6
Air Bags	1	Hurst Tool	1
Shovels	0	Air Bags	0
Brooms	1	Shovels	2
Smoke Ejectors	1	Brooms	2
Fire Extinguishers	2	Smoke Ejectors	1
Pry Bars & Poles	1	Fire Extinguishers	2
Miscellaneous	3	Pry Bars & Poles	2
Hose Used	2	Miscellaneous	4
Co Monitor	900	Hose Used	300
Hand Lights	2	Co Monitor	2
Cascade System	35	Hand Lights	6
Location of Fire Calls:	1	Cascade System	0
City of Lowell	June 2015	Location of Medical Calls:	June 2015
Lowell Township	14	City of Lowell	20
Vergennes Township	8	Lowell Township	11
Others	6	Vergennes Township	5
	0	Others	0

2015 YTD Total Fire Calls	
Number of Calls	135
Number of Responders	1533
2015 YTD Total Medical Calls	
Number of Calls	253
Number of Responders	1538

CITY OF LOWELL  
REPORT FOR : JUNE  
FOR: Mark Howe

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 20.04077 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE  
MONTH OF: JUNE TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION  
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 304.83 HOURS, WHICH RESULTED IN  
336.8 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 153.45

ELECTRICAL COST PER MILLION GALLONS: \$ 203.11

TOTAL COST PER MILLION GALLONS: \$ 356.55

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WATER PRODUCTION

DAILY AVERAGE: 0.668

DAILY MAXIMUM: 0.984

DAILY MINIMUM: 0.496

THE AVERAGE PLANT OPERATION TIME WAS 9.8333 HOURS PER DAY.

Customer Complaints	Water Quality	0
	High Water Usage	0
	Low Pressure	0
Fire Hydrants	Flushed During Construction	0
	Painted	1
	Repaired	0
	Pool Fills	2
Meters	Final Reads	20
	No Read/Re-Reads	10
	Re-Reads	10
	Meters Upgraded To Radio Read	3
	New Home Meter Installs	1
Water Services	Shut off	8
	Turn ons	8
MISS DIGS	Marking of Water mains and Services, Storm Mains, and Sanitary Mains	42
Stob Box	Stob Box Repairs	1
	Stop Box Location Cards Made	1
Valve Box	Valve box Repairs	1
New Construction	On Site Construction Inspection (Days)	4
Fill Station	# Contractor Permits	5
	How Many Times used	55
	Gallons Used	330689

# **STREETS DEPARTMENT**

## **JUNE 2015**

### **Major & Local Streets**

### **Snow and Ice Control**

#### **Pot holes:**

9.71 Tons - pot holes filled with cold patch  
18 Tons - of hot mix put down

#### **Storm drains and ditches:**

Cleaned out storm drains on Gee Drive

#### **Parking Lots**

Weekly trash pickup D.D.A.  
Bought paint for striping parking lots

#### **Public Works:**

#### **Airport:**

Graded airport roads

#### **Sidewalks:**

Washed down Plaza

#### **Trees, bushes, shrubs trimming and removal:**

Trimmed Trees

#### **Traffic & Signs:**

Replaced stop sign at Front and Jackson

#### **Misc:**

Picked up trash weekly downtown.  
Worked on road at the land fill



# **PARKS**

## **JUNE 2015**

### **Creekside Park**

- Picked up trash every day
- Cleaned picnic area
- Trimmed Trees
- Took big dead ash tree down
- Had new roof put on picnic shelter
- Put weed killer down throughout parking lot

### **Stoney Lakeside Park**

- Picked up trash every day
- Trimmed Trees
- Put weed killer down
- Worked on trail around lake

### **Recreation Park**

- Rec Ballfield - Ground maintenance under contract
- Burch football field – ground maintenance under contract
- Weekly trash pickup

### **Richard Park**

- Ground maintenance under contract
- Weekly trash pick up

### **McMahon Park**

- Ground maintenance under contract

### **Upper Bridge Park**

### **DPW – Fire Station – Fairgrounds**

- Mowed and trimmed
- Put down weed killer at D.P.W.

### **Misc.**

- Set up City Hall weekly

**Dept. of Public Works, City of Lowell**

217 S. Hudson  
Lowell, MI. 49331  
Phone - 616-897-5929 Fax -

**Posted Totals by Invoice #**

Report Date: 07/04/2015

Period From: 06/01/2015 To: 06/30/2015

Invoice Number	Date	Name	Total	Charge Sales!
000886	06/01/2015	Water distribution/Water Plant	864.35	0.00
000887	06/03/2015	Street Dept.	1,711.06	0.00
000888	06/03/2015	Police Dept.	31.50	0.00
000889	06/05/2015	Police Dept.	31.50	0.00
000890	06/10/2015	Police Dept.	63.00	0.00
000891	06/18/2015	Street Dept.	171.64	0.00
000892	06/18/2015	Street Dept.	1,843.78	0.00
000893	06/25/2015	Street Dept.	189.00	0.00
000894	06/25/2015	Street Dept.	49.36	0.00
000895	06/25/2015	Street Dept.	76.16	0.00
000896	06/30/2015	Parks	78.75	0.00
000897	06/30/2015	Street Dept.	594.74	0.00
<b>Grand Totals:</b>			<b>\$5,704.84</b>	<b>\$0.00</b>

**% Time in each Department**

32 % Water    32 % Maintenance dept. (equipment)    20% DPW    16 % Other

Public Works: 35.75 hrs.

Library: 14.5 hrs.                      2 hrs. Overtime

Local Street Maintenance: 1 hr.

DDA: 1.75 hrs.

Sewer: 1 hr.

Water Plant: 40.5 hrs.                      16.25 hr. Overtime

Equipment Maintenance: 54.75 hrs.    Over time: 1.5 hrs.

PPH: 8

**Total Hours for June: 177 hrs.**

## May 2015 Sexton's Report

Total of Burials: 2 of those were: full: 1 cremations: 1 Year to date 8

Oakwood: Spent 325.25 hrs. plus 37.5 hrs o.t

- Lots of mowing plus the weed whipping.
- Helped a few people locate their relatives.
- Boy Scouts helped a few Veterans get all the flags out, over 600 this year.
- Went to G.R. for supplies, and plants.
- Worked on equipment.

City Hall – LPD: Spent 3.75 hrs mowing and trimming once each week, and some weeding.

Englehardt Library: Spent 50 hrs

- Mowing and trimming once each week
- Did some weeding around the trees and in front.
- Did some leg work getting estimates for AC repairs for Dan.

D.D.A. Spent 123 hr's & 10.75 hr's o.t.

- Cleaned corners of parking lots of winters mess.
- Mowing and trimming once each week
- Planted some annual flowers in all up front and visible beds.
- Had to deal with a lot of weeds.
- Added 3 sprinkler heads in the Christmas tree area so the 7 Potentials bushes I just planted plus the tree could get enough water.
- Took a number of buckets of water from the river for the tree and it went from having no new buds on the bottom 5 feet of tree to having a nice push of new growth over the whole tree.
- Had to dig up some weed infested daylilies and replace them with other ones.

Museum: Spent 37.25 hr's

- Mowed and trimmed once each week
- Cut a new edge in front of the scape and the west side and put a layer of course leaf mold (alias brown gold). Also a new layer of wood chips.
- Had to carefully prune out all brown pieces from the boxwood hedge.

D.P.W. Spent 8 hr's & 1.5 hr's o.t. mowing and trimming the south sign and one at The dpw

Parks 6 hr's lent a man to help Scott

## June 20015 Sexton's Report

Total of Burials: 0 of those were: full: 0 cremations: 0 Year to date 8

Oakwood: Spent 255.75 hrs.

- Mowing a lot can't seem to keep up with it.
- Finished another complete cycle of weed whipping.
- Helped some folks find there relatives.
- Trimmed up the trees along Fremont.
- Showed graves sites to a few people to buy.

City Hall – LPD: Spent 16.5 hrs mowing and trimming once each week, and weeding. Tried to figure out how to change some bulbs in L.P. D..

Englehardt Library: Spent 39.75 hrs

- Mowing and trimming once each week
- Spent time weeding the plants and flower beds
- Had to fill soap dispensers in the public bathrooms.
- Needed to shoe Seamans the AC system they bid to repair.
- Changed all the air filters.

D.D.A. Spent 131.5 hr

- Mowing and trimming once each week
- Spent a lot of time weeding every where we found weeds.
- Sprayed weeds in the cracks and in the tree grates.
- Added new chips as we weeded beds or trees.
- Prunned up trees on the plaza..

Museum: Spent 1.75 hr's

- Mowed and trimmed once each week, plus some weeding.

D.P.W. Spent 10 hr's weeding the signs and mowed in front of the south sign

Local Maint. 3.5 hr's lent Bruce to help Joe

Parks: 4 hr's lent Bruce to help Scott

Major Maint. 3 hr's Bruce helping Scott

## CITY OF LOWELL - Permit Report by Category/ Fee

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee	Work Description
Pole Barn						
PB15900564	DAGOSTINO LOUIS	815 N HUDSON ST SE	06/04/2015	29,683	185.00	DETACHED ACCESSORY BUI
PB15900618	MORTON BUILDING IN	315 ALDEN NASH AVE SE	06/09/2015	46,380	236.00	DETACHED ACCESSORY BUI
Res. Add/Alter/Repair				76,063	421.00	
PB15900702	CONSTRUCTION SERVI	612 N MONROE ST SE	06/24/2015	7,500	150.00	REPAIR
PB15900699	MAY CHARLES	316 NORTH ST SE	06/25/2015	39,517	215.00	ADDITION TO RESIDENCE
Res. Single Family				47,017	365.00	
PB15900645	BRUCE, TIM	2255 GEE DR SE	06/12/2015	173,901	543.00	RESIDENCE W/DECK
Sunroom				173,901	543.00	
PB15900711	ROSE DARRIN	750 HILLSIDE CT SE	06/29/2015	53,000	158.00	ADDITION TO RESIDENCE
				53,000	158.00	
6	Permits	Value Total		349,981	1,487.00	Fee Total

07/08/2015

JUNE

## CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB15900564	815 N HUDSON ST SE	06/04/2015	41-20-02-179-001	DETACHED ACCESSORY	185.00	29,683
PB15900618	315 ALDEN NASH AVE SE	06/09/2015	41-20-03-301-028	DETACHED ACCESSORY	236.00	46,380
PB15900645	2255 GEE DR SE	06/12/2015	41-20-03-176-017	RESIDENCE W/DECK	543.00	173,901
PB15900702	612 N MONROE ST SE	06/24/2015	41-20-02-252-014	REPAIR	150.00	7,500
PB15900699	316 NORTH ST SE	06/25/2015	41-20-02-258-012	ADDITION TO RESIDENC	215.00	39,517
PB15900711	750 HILLSIDE CT SE	06/29/2015	41-20-01-101-045	ADDITION TO RESIDENC	158.00	53,000
<b>Total Permits:</b>	<b>6</b>					
<b>Total Fee Amount:</b>	<b>1,487.00</b>					
<b>Total Const. Value:</b>	<b>349,981</b>					
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE15900736	806 N WASHINGTON ST SE	06/01/2015	41-20-02-207-008		55.00	0
PE15900740	521 W MAIN ST SE	06/01/2015	41-20-02-341-006	BUILDERS FIREPLACES1	96.00	0
PE15900762	907 E MAIN	06/04/2015	41-20-01-154-006		60.00	0
PE15900817	1320 HIGHLAND HILL DR SE	06/12/2015	41-20-01-178-013	RESIDENCE	247.00	0
PE15900819	210 E MAIN ST SE	06/12/2015	41-20-02-413-021	Bathroom only electrical ins	116.00	0
PE15900851	210 E MAIN ST SE	06/18/2015	41-20-02-413-021	INTERIOR REMODELCAT	192.00	0
PE15900886	908 E MAIN	06/24/2015	41-20-01-305-002		60.00	0
PE15900901	712 LINCOLN LAKE	06/25/2015	41-20-02-181-007		60.00	0
PE15900913	612 N MONROE ST SE	06/29/2015	41-20-02-252-014	Repair damage from vehicle	60.00	0
<b>Total Permits:</b>	<b>9</b>					
<b>Total Fee Amount:</b>	<b>946.00</b>					
<b>Total Const. Value:</b>	<b>0</b>					
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM15901263	200 N MONROE	06/08/2015	41-20-02-404-005	remove existing air coil and	80.00	0
PM15901330	1320 HIGHLAND HILL DR SE	06/15/2015	41-20-01-178-013	RESIDENCE	210.00	0
PM15901337	210 E MAIN ST SE	06/16/2015	41-20-02-413-021	INTERIOR REMODELCAT	285.00	0

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## CITY OF LOWELL - PERMIT LIST

PM15901405	2275 W MAIN ST SE	06/22/2015	41-20-03-326-022	Radiant floor heat, Boiler, A	245.00	0
<b>Total Permits: 4</b>						
<b>Total Fee Amount: 820.00</b>						
<b>Total Const. Value: 0</b>						

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP15900520	1320 HIGHLAND HILL DR SE	06/01/2015	41-20-01-178-013	RESIDENCE	249.00	0
PP15900556	2275 W MAIN ST SE	06/09/2015	41-20-03-326-022	OUTREACH BUILDING	433.00	0
PP15900584	1281 HIGHLAND HILL DR	06/15/2015	41-20-01-178-051		244.00	0
PP15900587	210 E MAIN ST SE	06/16/2015	41-20-02-413-021	INTERIOR REMODELCAT	310.00	0
PP15900639	1300 HIGHLAND HILL DR	06/29/2015	41-20-01-178-016		244.00	0
<b>Total Permits: 5</b>						
<b>Total Fee Amount: 1,480.00</b>						
<b>Total Const. Value: 0</b>						

**Grand Total Permits: 24****Grand Total Permit Fee: 4,733.00****Grand Total Const. Value: \$349,981**

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDT USED
Fund 101 - GENERAL FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	367,500.00	117,842.48	12,855.48	249,657.52	32.07
FINES	FINES AND FORFEITURES	7,200.00	11,615.56	363.50	(4,415.56)	161.33
INT	INTEREST AND RENTS	2,600.00	1,784.13	410.00	815.87	68.62
LICPER	LICENSES AND PERMITS	33,500.00	30,713.38	282.00	2,786.62	91.68
LOCAL	LOCAL CONTRIBUTIONS	10,750.00	10,448.21	3,674.83	301.79	97.19
OTHER	OTHER REVENUE	42,596.00	58,248.62	10,438.47	(15,652.62)	136.75
STATE	STATE GRANTS	357,000.00	294,743.61	55,852.43	62,256.39	82.56
TAXES	TAXES	1,805,700.00	1,804,475.96	31,051.93	1,224.04	99.93
TRANSIN	TRANSFERS IN	143,900.00	142,900.00	0.00	1,000.00	99.31
TOTAL Revenues		2,770,746.00	2,472,771.95	114,928.64	297,974.05	89.25
Expenditures						
101	COUNCIL	17,940.00	15,323.67	354.62	2,616.33	85.42
172	MANAGER	112,900.00	99,775.30	10,832.73	13,124.70	88.37
191	ELECTIONS	8,800.00	6,731.30	79.26	2,068.70	76.49
209	ASSESSOR	43,550.00	43,077.30	3,182.03	472.70	98.91
210	ATTORNEY	50,000.00	50,063.80	4,235.00	(63.80)	100.13
215	CLERK	115,200.00	89,083.22	11,294.19	26,116.78	77.33
253	TREASURER	195,350.00	177,244.62	14,585.49	18,105.38	90.73
265	CITY HALL	113,600.00	135,768.88	9,621.28	(22,168.88)	119.51
276	CEMETERY	86,850.00	90,707.10	12,071.06	(3,857.10)	104.44
294	UNALLOCATED MISCELLANEOUS	22,200.00	6,966.31	0.00	15,233.69	31.38
301	POLICE DEPARTMENT	656,700.00	687,863.47	69,740.06	(31,163.47)	104.75
305	CODE ENFORCEMENT	108,600.00	72,286.82	8,200.16	36,313.18	66.56
336	FIRE	164,112.00	160,222.32	24,777.58	3,889.68	97.63
400	PLANNING & ZONING	38,900.00	40,701.94	5,538.46	(1,801.94)	104.63
426	EMERGENCY MANAGEMENT	0.00	(0.07)	0.00	0.07	100.00
441	DEPARTMENT OF PUBLIC WORKS	198,650.00	221,112.62	22,242.74	(22,462.62)	111.31
442	SIDEWALK	5,600.00	10,108.45	570.74	(4,508.45)	180.51
523	TRASH	52,000.00	36,012.45	3,171.90	15,987.55	69.25
728	ECONOMIC DEVELOPMENT	23,500.00	15,241.88	1,179.21	8,258.12	64.86
747	CHAMBER/RIVERWALK	2,900.00	3,194.70	151.00	(294.70)	110.16
751	PARKS	156,400.00	128,988.90	17,345.01	27,411.10	82.47
757	SHOWBOAT	1,450.00	1,359.61	40.41	90.39	93.77
774	RECREATION CONTRIBUTIONS	3,000.00	2,000.00	0.00	1,000.00	66.67
790	LIBRARY	70,300.00	60,608.67	5,284.50	9,691.33	86.21
803	HISTORICAL DISTRICT COMMISSION	300.00	62.27	0.00	237.73	20.76
804	MUSEUM	15,400.00	37,042.27	726.33	(21,642.27)	240.53
965	TRANSFERS OUT	505,800.00	285,800.00	0.00	220,000.00	56.50
TOTAL Expenditures		2,770,002.00	2,477,347.80	225,223.76	292,654.20	89.43
TOTAL REVENUES		2,770,746.00	2,472,771.95	114,928.64	297,974.05	89.25
TOTAL EXPENDITURES		2,770,002.00	2,477,347.80	225,223.76	292,654.20	89.43
NET OF REVENUES & EXPENDITURES		744.00	(4,575.85)	(110,295.12)	5,319.85	615.03



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues	INTEREST AND RENTS	150.00	202.81	0.00	(52.81)	135.21
INT	OTHER REVENUE	182,000.00	171,741.43	16,440.28	10,258.57	94.36
OTHER	TRANSFERS IN	60,000.00	0.00	0.00	60,000.00	0.00
TRANSIN						
TOTAL Revenues		242,150.00	171,944.24	16,440.28	70,205.76	71.01
Expenditures	CAPITAL OUTLAY	100,000.00	4,139.74	0.00	95,860.26	4.14
450	MAINTENANCE	34,750.00	36,845.65	3,090.51	(2,095.65)	106.03
463	TRAFFIC	9,700.00	2,468.25	101.37	7,231.75	25.45
474	WINTER MAINTENANCE	40,700.00	30,011.38	223.93	10,688.62	73.74
478	ADMINISTRATION	26,400.00	8,219.51	1,099.70	18,180.49	31.13
483	TRANSFERS OUT	50,000.00	0.00	0.00	50,000.00	0.00
965						
TOTAL Expenditures		261,550.00	81,684.53	4,515.51	179,865.47	31.23
TOTAL REVENUES		242,150.00	171,944.24	16,440.28	70,205.76	71.01
TOTAL EXPENDITURES		261,550.00	81,684.53	4,515.51	179,865.47	31.23
NET OF REVENUES & EXPENDITURES		(19,400.00)	90,259.71	11,924.77	(109,659.71)	465.26

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015  
 2014-15

GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDC USED
Fund 203 - LOCAL STREET FUND						
Revenues						
INT	INTEREST AND RENTS	150.00	0.00	0.00	150.00	0.00
OTHER	OTHER REVENUE	68,000.00	72,919.60	6,270.41	(4,919.60)	107.23
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
TOTAL Revenues		248,150.00	72,919.60	6,270.41	175,230.40	29.39
Expenditures						
450	CAPITAL OUTLAY	10,000.00	8,750.00	0.00	1,250.00	87.50
463	MAINTENANCE	57,500.00	41,368.29	4,711.38	16,131.71	71.94
474	TRAFFIC	11,600.00	4,959.75	266.65	6,640.25	42.76
478	WINTER MAINTENANCE	57,500.00	42,746.54	503.20	14,753.46	74.34
483	ADMINISTRATION	30,000.00	10,663.34	3,736.95	19,336.66	35.54
906	DEBT SERVICE	80,500.00	79,192.50	0.00	1,307.50	98.38
TOTAL Expenditures		247,100.00	187,680.42	9,218.18	59,419.58	75.95
TOTAL REVENUES		248,150.00	72,919.60	6,270.41	175,230.40	29.39
TOTAL EXPENDITURES		247,100.00	187,680.42	9,218.18	59,419.58	75.95
NET OF REVENUES & EXPENDITURES		1,050.00	(114,760.82)	(2,947.77)	115,810.82	10,929.6

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	200.00	40.06	0.00	159.94	20.03
OTHER	OTHER REVENUE	50,000.00	0.00	0.00	50,000.00	0.00
TOTAL Revenues		50,200.00	40.06	0.00	50,159.94	0.08
Expenditures						
000		50,000.00	22,723.00	0.00	27,277.00	45.45
TOTAL Expenditures		50,000.00	22,723.00	0.00	27,277.00	45.45
TOTAL REVENUES		50,200.00	40.06	0.00	50,159.94	0.08
TOTAL EXPENDITURES		50,000.00	22,723.00	0.00	27,277.00	45.45
NET OF REVENUES & EXPENDITURES		200.00	(22,682.94)	0.00	22,882.94	11,341.4

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
INT	INTEREST AND RENTS	1,000.00	292.38	0.00	707.62	29.24
OTHER	OTHER REVENUE	0.00	2,575.90	0.00	(2,575.90)	100.00
TAXES	TAXES	450,000.00	494,570.42	0.00	(44,570.42)	109.90
TOTAL Revenues		451,000.00	497,438.70	0.00	(46,438.70)	110.30
Expenditures						
450	CAPITAL OUTLAY	120,000.00	3,744.94	3,744.94	116,255.06	3.12
463	MAINTENANCE	76,400.00	79,703.29	5,549.54	(3,303.29)	104.32
483	ADMINISTRATION	56,200.00	50,020.24	1,340.15	6,179.76	89.00
740	COMMUNITY PROMOTIONS	55,000.00	49,143.92	180.00	5,856.08	89.35
965	TRANSFERS OUT	142,900.00	142,900.00	0.00	0.00	100.00
TOTAL Expenditures		450,500.00	325,512.39	10,814.63	124,987.61	72.26
TOTAL REVENUES		451,000.00	497,438.70	0.00	(46,438.70)	110.30
TOTAL EXPENDITURES		450,500.00	325,512.39	10,814.63	124,987.61	72.26
NET OF REVENUES & EXPENDITURES		500.00	171,926.31	(10,814.63)	(171,426.31)	34,385.2

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
INT	INTEREST AND RENTS	4,300.00	387.00	20.00	3,913.00	9.00
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
TRANSIN	TRANSFERS IN	0.00	10,000.00	0.00	(10,000.00)	100.00
TOTAL Revenues		34,300.00	20,387.00	20.00	13,913.00	59.44
Expenditures						
276	CEMETERY	0.00	12,614.25	0.00	(12,614.25)	100.00
301	POLICE DEPARTMENT	0.00	375.00	0.00	(375.00)	100.00
442	SIDEWALK	0.00	933.88	0.00	(933.88)	100.00
443	ARBOR BOARD	20,000.00	3,550.00	0.00	16,450.00	17.75
751	PARKS	10,000.00	8,183.00	0.00	1,817.00	81.83
758	DOG PARK	4,000.00	1,555.77	314.08	2,444.23	38.89
759	COMMUNITY GARDEN	300.00	0.00	0.00	300.00	0.00
TOTAL Expenditures		34,300.00	27,211.90	314.08	7,088.10	79.33
TOTAL REVENUES		34,300.00	20,387.00	20.00	13,913.00	59.44
TOTAL EXPENDITURES		34,300.00	27,211.90	314.08	7,088.10	79.33
NET OF REVENUES & EXPENDITURES		0.00	(6,824.90)	(294.08)	6,824.90	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 351 - GENERAL DEBT SERVICE ( NON-VOTED BONDS)						
Revenues	TRANSFERS IN	0.00	285,800.00	0.00	(285,800.00)	100.00
TOTAL Revenues		0.00	285,800.00	0.00	(285,800.00)	100.00
Expenditures	DEBT SERVICE	0.00	285,945.02	0.00	(285,945.02)	100.00
906						
TOTAL Expenditures		0.00	285,945.02	0.00	(285,945.02)	100.00
TOTAL REVENUES		0.00	285,800.00	0.00	(285,800.00)	100.00
TOTAL EXPENDITURES		0.00	285,945.02	0.00	(285,945.02)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(145.02)	0.00	145.02	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDT USED
Fund 468 - RIVERFRONT DEVELOPMENT						
Revenues	STATE GRANTS	0.00	(1,011.17)	0.00	1,011.17	100.00
TOTAL Revenues		0.00	(1,011.17)	0.00	1,011.17	100.00
Expenditures		0.00	8,531.70	8,531.70	(8,531.70)	100.00
TOTAL Expenditures		0.00	8,531.70	8,531.70	(8,531.70)	100.00
TOTAL REVENUES		0.00	(1,011.17)	0.00	1,011.17	100.00
TOTAL EXPENDITURES		0.00	8,531.70	8,531.70	(8,531.70)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(9,542.87)	(8,531.70)	9,542.87	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	3,500.00	291.00	0.00	3,209.00	8.31
INT	INTEREST AND RENTS	40,050.00	39,535.10	1,440.00	514.90	98.71
OTHER	OTHER REVENUE	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL Revenues		44,550.00	39,826.10	1,440.00	4,723.90	89.40
Expenditures						
000		28,700.00	52,558.52	16,948.85	(23,858.52)	183.13
TOTAL Expenditures		28,700.00	52,558.52	16,948.85	(23,858.52)	183.13
TOTAL REVENUES		44,550.00	39,826.10	1,440.00	4,723.90	89.40
TOTAL EXPENDITURES		28,700.00	52,558.52	16,948.85	(23,858.52)	183.13
NET OF REVENUES & EXPENDITURES		15,850.00	(12,732.42)	(15,508.85)	28,582.42	80.33



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDT USED
Fund 590 - WASTEWATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,026,000.00	1,096,789.78	99,812.10	(70,789.78)	106.90
INT	INTEREST AND RENTS	2,000.00	1,490.75	0.00	509.25	74.54
OTHER	OTHER REVENUE	0.00	5,310.32	0.00	(5,310.32)	100.00
TOTAL Revenues		1,028,000.00	1,103,590.85	99,812.10	(75,590.85)	107.35
Expenditures						
550	TREATMENT	510,700.00	569,957.38	42,548.94	(59,257.38)	111.60
551	COLLECTION	88,100.00	129,078.21	49,605.89	(40,978.21)	146.51
552	CUSTOMER ACCOUNTS	82,200.00	78,450.82	6,764.08	3,749.18	95.44
553	ADMINISTRATION	144,800.00	41,865.26	37,026.74	102,934.74	28.91
TOTAL Expenditures		825,800.00	819,351.67	135,945.65	6,448.33	99.22
TOTAL REVENUES		1,028,000.00	1,103,590.85	99,812.10	(75,590.85)	107.35
TOTAL EXPENDITURES		825,800.00	819,351.67	135,945.65	6,448.33	99.22
NET OF REVENUES & EXPENDITURES		202,200.00	284,239.18	(36,133.55)	(82,039.18)	140.57

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDC USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	989,550.00	952,417.10	92,175.53	37,132.90	96.25
INT	INTEREST AND RENTS	6,320.00	5,594.26	400.00	725.74	88.52
OTHER	OTHER REVENUE	1,000.00	9,003.50	260.64	(8,003.50)	900.35
TOTAL Revenues		996,870.00	967,014.86	92,836.17	29,855.14	97.01
Expenditures						
570	TREATMENT	317,200.00	352,624.71	71,319.81	(35,424.71)	111.17
571	DISTRIBUTION	188,825.00	213,887.91	36,656.80	(25,062.91)	113.27
572	CUSTOMER ACCOUNTS	82,100.00	78,916.28	6,769.22	3,183.72	96.12
573	ADMINISTRATION	255,619.00	155,689.71	130,374.66	99,929.29	60.91
TOTAL Expenditures		843,744.00	801,118.61	245,120.49	42,625.39	94.95
TOTAL REVENUES		996,870.00	967,014.86	92,836.17	29,855.14	97.01
TOTAL EXPENDITURES		843,744.00	801,118.61	245,120.49	42,625.39	94.95
NET OF REVENUES & EXPENDITURES		153,126.00	165,896.25	(152,284.32)	(12,770.25)	108.34

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDC USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	58,800.00	29,370.35	0.00	29,429.65	49.95
OTHER	OTHER REVENUE	900.00	3,084.90	0.00	(2,184.90)	342.77
TOTAL Revenues		59,700.00	32,455.25	0.00	27,244.75	54.36
Expenditures						
000		60,000.00	79,512.57	13,169.70	(19,512.57)	132.52
TOTAL Expenditures		60,000.00	79,512.57	13,169.70	(19,512.57)	132.52
TOTAL REVENUES		59,700.00	32,455.25	0.00	27,244.75	54.36
TOTAL EXPENDITURES		60,000.00	79,512.57	13,169.70	(19,512.57)	132.52
NET OF REVENUES & EXPENDITURES		(300.00)	(47,057.32)	(13,169.70)	46,757.32	15,685.7

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDT
		AMENDED	BUDGET	06/30/2015		MONTH	06/30/2015		
Fund 661 - EQUIPMENT FUND									
Revenues									
CHARGES	CHARGES FOR SERVICES	17,000.00		19,876.23		1,228.66		(2,876.23)	116.92
INT	INTEREST AND RENTS	117,400.00		98,022.84		14,464.94		19,377.16	83.49
OTHER	OTHER REVENUE	100.00		10,911.50		0.00		(10,811.50)	10,911.5
TRANSIN	TRANSFERS IN	30,000.00		0.00		0.00		30,000.00	0.00
TOTAL Revenues		164,500.00		128,810.57		15,693.60		35,689.43	78.30
Expenditures									
895	FLEET MAINT. & REPLACEMENT	141,600.00		136,865.61		20,854.02		4,734.39	96.66
TOTAL Expenditures		141,600.00		136,865.61		20,854.02		4,734.39	96.66
TOTAL REVENUES		164,500.00		128,810.57		15,693.60		35,689.43	78.30
TOTAL EXPENDITURES		141,600.00		136,865.61		20,854.02		4,734.39	96.66
NET OF REVENUES & EXPENDITURES		22,900.00		(8,055.04)		(5,160.42)		30,955.04	35.17

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	11,745.00	2,000.00	(11,745.00)	100.00
INT	INTEREST AND RENTS	0.00	267.45	0.00	(267.45)	100.00
TOTAL Revenues		0.00	12,012.45	2,000.00	(12,012.45)	100.00
TOTAL REVENUES		0.00	12,012.45	2,000.00	(12,012.45)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	12,012.45	2,000.00	(12,012.45)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 06/30/2015

		2014-15	ACTIVITY FOR			
GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 06/30/2015	MONTH 06/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	10,000.00	2,127.51	(1,810.41)	7,872.49	21.28
TOTAL Revenues		10,000.00	2,127.51	(1,810.41)	7,872.49	21.28
Expenditures						
000		10,000.00	1,500.00	0.00	8,500.00	15.00
TOTAL Expenditures		10,000.00	1,500.00	0.00	8,500.00	15.00
TOTAL REVENUES		10,000.00	2,127.51	(1,810.41)	7,872.49	21.28
TOTAL EXPENDITURES		10,000.00	1,500.00	0.00	8,500.00	15.00
NET OF REVENUES & EXPENDITURES		0.00	627.51	(1,810.41)	(627.51)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BGT USED
Fund 715 - LOOK FUND						
Revenues	INTEREST AND RENTS	10,000.00	15,855.01	(11,452.92)	(5,855.01)	158.55
TOTAL Revenues		10,000.00	15,855.01	(11,452.92)	(5,855.01)	158.55
Expenditures		10,000.00	274,500.00	0.00	(264,500.00)	2,745.00
TOTAL Expenditures		10,000.00	274,500.00	0.00	(264,500.00)	2,745.00
TOTAL REVENUES		10,000.00	15,855.01	(11,452.92)	(5,855.01)	158.55
TOTAL EXPENDITURES		10,000.00	274,500.00	0.00	(264,500.00)	2,745.00
NET OF REVENUES & EXPENDITURES		0.00	(258,644.99)	(11,452.92)	258,644.99	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	15.61	0.00	(15.61)	100.00
TOTAL Revenues		0.00	15.61	0.00	(15.61)	100.00
Expenditures						
000		0.00	328.00	0.00	(328.00)	100.00
TOTAL Expenditures		0.00	328.00	0.00	(328.00)	100.00
TOTAL REVENUES		0.00	15.61	0.00	(15.61)	100.00
TOTAL EXPENDITURES		0.00	328.00	0.00	(328.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(312.39)	0.00	312.39	100.00



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	06/30/2015	MONTH 06/30/2015	BALANCE	USED
Fund 717 - TRAILWAY						
Expenditures						
000		0.00	47.99	0.00	(47.99)	100.00
<hr/>						
TOTAL Expenditures		0.00	47.99	0.00	(47.99)	100.00
<hr/>						
TOTAL REVENUES						
		0.00	0.00	0.00	0.00	0.00
<hr/>						
TOTAL EXPENDITURES		0.00	47.99	0.00	(47.99)	100.00
<hr/>						
NET OF REVENUES & EXPENDITURES		0.00	(47.99)	0.00	47.99	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015	AVAILABLE BALANCE	% BDT USED
Fund 718 - CARR FUND II						
Revenues	INTEREST AND RENTS	0.00	53.75	0.00	(53.75)	100.00
INT						
TOTAL Revenues		0.00	53.75	0.00	(53.75)	100.00
TOTAL REVENUES		0.00	53.75	0.00	(53.75)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	53.75	0.00	(53.75)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
NET OF REVENUES & EXPENDITURES						
		6,110,166.00	5,822,052.34	336,177.87	288,113.66	95.28
		5,733,296.00	5,582,419.73	690,656.57	150,876.27	97.37
		376,870.00	239,632.61	(354,478.70)	137,237.39	63.58



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**CITY MANAGER'S REPORT**  
**July 20, 2015**

1. The burned house at 318 Lincoln Lake has been removed. Special thanks should be given to Impact Church whose congregation worked with the City of Lowell to spread topsoil and plant grass seed on the property.
2. Impact Church also worked closely with the City of Lowell on a number of clean-up and beautification projects in city parks and public areas. This was part of their Love Week celebration July 13-17. This community is blessed with many caring individuals and churches who do so much to make this a great place to worship and raise a family. Thanks to Impact Church!
3. Draft plans have been completed for the South Monroe parking project and are currently being reviewed.
4. We are working through the scope of the Avery/Monroe/Washington/Jefferson/Jackson streets project and have identified at least two water projects (Jackson and Monroe) and one manhole repair (Avery/Jefferson). We are also considering repair of less than a mill and repave for one or two blocks of Avery Street.
5. I will be out of the office for most of the next two weeks. We are travelling to Virginia to move our daughter and her family back to Michigan!

Respectfully submitted,

  
Mark Howe, City Manager