

CITY OF LOWELL
CITY COUNCIL AGENDA
SEPTEMBER 21, 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. September 8, 2015 – Regular Meeting
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. Cell Tower Ordinance – 15-06
 - b. Utility Easement Agreement with First Baptist Church of Lowell – Resolution 15-15
 - 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, September 21, 2015

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. September 8, 2015 – Regular Session Meeting
 - b.
4. ACCOUNTS PAYABLE
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS

a. Strategic Goals Report

The report is attached for your review.

b. Pending Council Projects Report

The report is attached for your review.

7. NEW BUSINESS

a. Cell Tower Ordinance – 15-06

The City of Lowell Planning Commission has recommended modifications to the cell tower portion of the City of Lowell Zoning Ordinance as reflected in the attached resolution.

The planning commission held a public hearing earlier this year and forwarded the ordinance to you with a recommendation for adoption at your June 15, 2015, meeting. Following the meeting there seemed to be some additional policy issues that needed to be discussed at the

planning commission level so I requested that you not take action on the ordinance amendment as presented and allow the planning commission to continue its discussion.

Following that, we also recommended that you adopt a moratorium on the placement of cell towers to allow the planning commission time to complete its work. You adopted the moratorium on August 17, 2015.

The resolution presented for your consideration lifts the moratorium and adopts the final recommendation of the planning commission. We have included in the packet memos and copies of language considered at the planning commission so that you have the detail leading up to the final recommendation.

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

b. Utility Easement Agreement with First Baptist Church of Lowell – Resolution - 15-15

Lowell Light and Power is requesting approval of a utility easement agreement with First Baptist Church of Lowell. The resolution is attached.

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

8. MONTHLY REPORTS

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. APPOINTMENTS

12. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
TUESDAY, SEPTEMBER 8, 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 City Treasurer Suzanne Olin.

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

Absent: Councilmember Jim Hall.

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

2. EXCUSE OF ABSENCE.

IT WAS MOVED BY ELLISON and seconded by ALTOFT to excuse the absence of Councilmember Hall.

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

3. APPROVAL OF THE AGENDA.

IT WAS MOVED BY ELLISON 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 MAYER to approve the regular minutes of the August 17, 2015 meeting be approved as amended.

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

IT WAS MOVED BY ELLISON and seconded by ALTOFT to approve the work session minutes of the August 24, 2015 meeting as written.

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

5. APPROVAL OF THE ACCOUNTS PAYABLE.

Councilmember Altoft questioned the payment to the Pennsylvania Turnpike toll for \$71.70. Police Chief Steve Bukala stated he traveled to pick up equipment that was paid for through the 1033 program. Altoft requested the total expenses for the trip. He also asked if another motorcycle was purchased. Bukala responded yes. One was traded to another police agency. It could not be sold because it is federal equipment. Altoft requested pictures be brought in next month for public viewing.

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

YES: Councilmembers Altoft, Ellison, Mayer and Mayor Hodges. NO: None.

ABSENT: Councilmember Hall. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (09/08/2015)

General Fund	\$76,995.66
Major Street Fund	\$8,022.24
Local Street Fund	\$2,982.14
Historical District	\$3,750.00
Downtown Development Fund	\$3,450.04
Designated Contributions	\$20.97
Airport Fund	\$4,733.55
Wastewater Fund	\$82,891.57
Water Fund	\$19,479.44
Data Processing Fund	\$7,759.38
Equipment Fund	\$826.48
Current Tax Collected	\$348,834.73

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Kelly Bishop of 328 N. Jefferson questioned the repaving of N. Jefferson up to Attwood. Mayor Hodges believed this was planned for the summer of 2016. City Manager Howe noted this would be discussed later in the meeting.

7. OLD BUSINESS.

- a. Strategic Goals Report. City Manager Howe stated a five year plan has been submitted for consideration and adoption at this meeting. Once adopted, this goal will be completed. Also, Prein & Newhoff met with staff recently to go over the data that was collected. A report will be issued in the near future with a presentation to the council.
- b. Pending Council Projects Report. Howe noted a tentative date of September 21, 2015 has been established for the removal of the downtown tower.

Councilmember Altoft questioned the water lines freezing in the winter time. Is this being addressed? Howe stated there were problems with lines freezing two winters ago. Notices were sent to residents to run their water at a trickle. The City deducted this usage from their water bill. Two years ago when it was very cold, we ended up finding more areas where homeowners were experiencing freezing. These addresses are marked on a map. Howe explained it seems many of these issues are with the connections not necessarily the water main.

8. NEW BUSINESS

- a. Larkin's Restaurant – Chili Cook-Off Special Event Permit.

Larkin's Restaurant is requesting the use of city property for a special event on October 10, 2015 for the 14th Annual Chili Cook Off. The permit has been reviewed and it is recommended for approval.

IT WAS MOVED BY ALTOFT and seconded by MAYER to approve the Special Event Permit for Larkin's Restaurant to close Broadway Street from south of the Post Office to Main Street on October 10, 2015, from 7 a.m. to 7 p.m.

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

b. MERS Annual Meeting Officer Delegate.

The 2015 Municipal Employees' Retirement (MERS) Annual Meeting is being held this year on October 8 – 9, 2015 at the Amway Grand Hotel, Grand Rapids. Council needs to appoint an Employer Delegate and Alternate to the Annual Meeting. Ballots were distributed to the employees and they selected Donald DeJong as their delegate and Megan Keyser as their alternate to represent the City of Lowell Employees.

IT WAS MOVED BY ELLISON and seconded by MAYER to appoint Mark Howe as the Employer Delegate and Greg Pierce as the Employer Alternate for the 2015 MERS Annual Meeting.

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

c. City of Lowell Community Facilities Report.

Earlier this year Council requested that the City develop a City of Lowell Community Facilities Report outlining the facilities owned and operated by the City of Lowell for the benefit of the greater community.

The report has been completed and presented for Council's information.

Councilmember Ellison questioned if it was possible to have a breakdown of expenses for each park.

Ellison also requested City Hall be added to the list.

d. Five-Year Street Plan.

A Five-Year Street Plan has been completed, which was presented for Council consideration and approval. The plan is a working document which will need to be reviewed on a regular basis as new information is gathered.

In developing the plan and prioritizing projects, the following criteria are considered:

- Current surface condition and the most economic means of extending the useful life.
- Whether the street serves community facilities such as manufacturers, businesses, churches, schools and other public buildings or spaces (such as parks).
- Whether the street serves as a primary residential connector to major streets or highways.
- Current or future plans for water and/or sewer improvements.

The plan also provides very rough estimates which total more than \$1.5 million over the next five years. Estimates in the plan are very broad in nature and become more focused as we get closer to pre-design, design and finally bidding the project. These initial estimates do not include any curb and gutter work

that may be needed, additional storm water drainage, or utility improvements such as water or sewer lines.

IT WAS MOVED BY ELLISON and seconded by MAYER to adopt the Five-Year Street Plan for 2015-2019.

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

e. Washington/Jefferson/Jackson Streets Project.

Four bids were received for the Washington/Jefferson/Jackson Streets Project. The project includes pavement removal and resurfacing of the single blocks of Washington, Jefferson and Jackson Streets between Main and Avery Streets. It also includes sewer repair work at the intersection of Jefferson and Avery and on Jackson Street. In addition, it includes new water main on Jackson Street from Main to Avery Streets.

Bids are as follows:

- CL Trucking & Excavating \$ 236,696.00
- Wyoming Excavators \$ 252,083.00
- Olin Excavating \$ 266,614.00
- Crawford Contracting \$ 274,779.75

The City is recommending the Council approve the bid from CL Trucking and Excavating. The company has completed several successful projects for the City of Lowell, the most recent being the street and utility work on North Center and Heffron in 2011.

IT WAS MOVED BY ELLISON and seconded by MAYER that the Lowell City Council accept the bid from CL Truck & Excavating for the Washington/Jefferson/Jackson Streets project in the amount of \$236,696.

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

f. Grove/High Streets Project.

The City received four bids for the Grove/High Streets Project. The project includes milling and installing new asphalt on North Grove to High Street, then High Street to James Street.

Bids are as follows:

- CL Trucking & Excavating \$ 68,059.00
- Olin Excavating \$ 81,116.00
- Wyoming Excavators \$ 95,940.00
- Michigan Paving \$ 97,450.00

It is recommended that the Council approve the bid from CL Trucking and Excavating. The company has completed several successful projects for the City of Lowell, the most recent being the street and utility work on North Center and Heffron in 2011.

IT WAS MOVED BY ELLISON and seconded by ALTOFT that the Lowell City Council approve the bid from CL Trucking and Excavating for the Grove/High Streets Project in the amount of \$68,059.

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

g. Equipment Purchases.

The City is ready to move forward with equipment purchases based on the plan for the current fiscal year. Interim Director of Public Works Ron Woods provided a memo outlining the current requests.

IT WAS MOVED BY ELLISON and seconded by MAYER that the Lowell City Council authorizes the purchase of a Side Wing Blade, Pickup Truck and Underbody Scraper using the MiDEAL pricing.

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

h. LCTV Distribution.

At the request of the LCTV Fund advisory committee the Council committed to giving them prior notice of the amount that will be available for distribution. Howe recommended that all of the spendable balance in the fund be made available to the committee so that the Council can receive their recommendations for the 2015-16 fiscal year.

IT WAS MOVED BY ELLISON and seconded by ALTFOT that the Lowell City Council authorizes all of the spendable balance of the LCTV Fund for the 2015-16 fiscal year to be available for recommendations from the LCTV Fund advisory committee.

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

i. WTP Valve Replacement.

Interim Director of Public Works Ron Woods provided a memo outlining the need to replace a backwash valve at the Water Treatment Plant. Three quotes were obtained for the valve replacement but since there is not enough budgeted for this repair, approval is necessary.

Quotes received are:

- Galloup \$ 6,278.00
- Oudbier Instrument Co. \$ 7,065.00
- Harper Industrial Construction \$ 10,970.00

For reasons explained in the memo, it is recommended the quote from Oudbier Instrument Company be approved.

IT WAS MOVED BY ELLISON and seconded by ALTOFT that the Lowell City Council approve the quote from Oudbier Instrument Company for valve replacement at the Water Treatment Plant in the amount of \$7,065.

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

9. COUNCIL COMMENTS.

Councilmember Mayer stated the Fire Authority will meet on September 14, 2015 at 3:30 p.m.

Councilmember Altoft stated none of his boards have met this month. He noted it was a busy weekend in town. Altoft also hoped to see everyone at the Pink Arrows Football game on September 11, 2015.

Councilmember Ellison stated none of her boards have met this month. She commented on the first day of school. Ellison commented on the pink arrow t-shirts and hoped to see others at the event.

Mayor Hodges stated Lowell Light and Power will meet on September 10, 2015. The Chamber of Commerce met on September 8, 2015. There was discussion about downtown summer time merchants. Business was better this summer than many others. There was also discussion about their annual meeting which was moved to May. There is talk about moving back to February at the Grand Volute. They discussed options for awards to be given to various businesses within the community. Look Memorial Fund will meet later in the fall. Hodges also reminded everyone about the work session which will be held on September 29, 2015 at 6:00 p.m. The townships are invited as well.

10. **CITY MANAGER REPORT.**

1. The temporary parking lot off South Monroe has been completed. The City removed the cement block building, graded the base and installed asphalt millings. Special thanks to the public works crew for making this a priority and getting the job done. Main Street BBQ had a "soft opening" and is scheduled to open on Thursday. A sign will be placed indicating this is a temporary parking lot.
2. The City scheduled another street sweeping which was completed last week. Moving forward, Howe believed the City should continue to budget for at least four sweepings per year.
3. Much time has been spent during the past few weeks finalizing the financial reports for the 2014-15 fiscal year in preparation for the auditors. They were here last week doing field work.
4. The consultants are moving forward with the final recommendations on the downtown parking analysis that was commissioned by the downtown development authority. A final report should be available this fall.
5. A special board/commission workshop is scheduled for September 29, 2015, at 6 p.m. in the council chambers. The workshop will focus on open meetings' act requirements, parliamentary procedure and other basic public meeting topics. All of the members of the city's boards and commissions as well as board and commission members from Lowell and Vergennes townships have been invited.
6. Howe received a call from the Fire Authority who has been looking at repairing the parking lot at the fire station. There was some discussion that a portion of the lot is used by the City. Bids were sought for crack sealing and patching. The lowest bid came in at \$5,600. The City will have to pay for about \$2,800 of this. Howe believed there was enough money set aside for the airpicks. There will be some savings because of the grant.

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

IT WAS MOVED BY ELLISON and seconded by MAYER to adjourn at 8:03 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Susan Ullery, City Clerk

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 09/10/2015 - 09/17/2015
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	63RD DISTRICT COURT	BOND - AIMEE ALDRIDGE	328.00	66732
101-000-040.000	ACCOUNTS RECEIVABLE	63RD DISTRICT COURT	BOND - JOHN STERLY	100.00	66742
101-000-040.000	ACCOUNTS RECEIVABLE	63RD DISTRICT COURT	BOND - ROBIN BOWEN	250.00	66742
101-000-085.000	DUE FROM LIGHT & POWER	LOWELL LIGHT & POWER	FONGER/STREEKSTRA/WHALEY	403.14	66783
101-000-264.003	WORKERS COMP INSURANCE PA	MML WORKERS' COMP FUND	POLICY PREMIUM	5,365.00	66785
101-000-285.001	DEPOSITS/RECYCLE CONTAIN	JERRI TEELANDER	CREEKSIDE DEPOSIT REFUND	50.00	66776
Total For Dept 000				6,496.14	
Dept 209 ASSESSOR					
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	MILEAGE	31.05	66751
101-209-955.000	MISCELLANEOUS EXPENSE	MID-MICHIGAN ASSESSOR'S A	ASSESSING RENEWAL CREDIT	20.00	66747
Total For Dept 209 ASSESS				51.05	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	110.50	66767
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	175.00	66767
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	280.00	66767
Total For Dept 210 ATTORN				565.50	
Dept 215 CLERK					
101-215-955.000	MISCELLANEOUS EXPENSE	LOWELL LEDGER	DISPLAY ADS	208.28	66782
Total For Dept 215 CLERK				208.28	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	AUGUST ADMINISTRATION	49.50	66769
101-253-801.000	PROFESSIONAL SERVICES	VREDEVELD HAEFNER LLC	PREFESSIONAL SERVICES	1,500.00	66788
Total For Dept 253 TREASU				1,549.50	
Dept 265 CITY HALL					
101-265-740.000	OPERATING SUPPLIES	MUNDT, THERESA	REIMBURSE FOR SUPPLIES	116.03	66737
101-265-740.000	OPERATING SUPPLIES	HOOPER PRINTING	CITY PERMIT DECALS	103.08	66774
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	INTERNET	147.85	66764
101-265-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	195.30	66761
Total For Dept 265 CITY H				562.26	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BFG SUPPLY	SUPPLIES	87.50	66762
101-276-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	GOODS AND SERVIES	14.99	66787
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM	75.00	66779
101-276-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	GOODS AND SERVIES	119.98	66787
Total For Dept 276 CEMETE				297.47	
Dept 294 UNALLOCATED MISCELLANEOUS					
101-294-955.000	UNALLOCATED MISCELLANEOUS	HOPE NETWORK WEST MICHIGA	CITY OF LOWELL AUG 15	320.00	66775
Total For Dept 294 UNALLO				320.00	
Dept 301 POLICE DEPARTMENT					
101-301-740.000	OPERATING SUPPLIES	MUNDT, THERESA	REIMBURSE FOR SUPPLIES	23.02	66737
101-301-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	18.97	66761
101-301-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	GOODS AND SERVIES	42.99	66787
101-301-744.000	UNIFORMS	CURTIS CLEANERS	DRY CLEANING	288.35	66766
101-301-931.000	R & M POLICE CARS	BUKALA, STEVE	REIMBURSE FOR POLICE VEHI	134.53	66735
101-301-984.000	EQUIPMENT	NAPA AUTO PARTS	PARTS	337.59	66748
Total For Dept 301 POLICE				845.45	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	SUPPLIES	143.31	66743
101-441-740.000	OPERATING SUPPLIES	BFG SUPPLY	SUPPLIES	87.51	66762
Total For Dept 441 DEPART				230.82	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	SUPPLIES	48.48	66743
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	21.98	66761

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	GTW	OPERATING SUPPLIES	45.33	66771
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	GOODS AND SERVIES	89.99	66787
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	17.99	66761
Total For Dept 751 PARKS				223.77	
Dept 757 SHOWBOAT					
101-757-930.000	REPAIR & MAINTENANCE	GREATER LOWELL AREA CHAMB	LAMPS	780.00	66736
Total For Dept 757 SHOWBO				780.00	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	3.00	66761
101-790-740.000	OPERATING SUPPLIES	SNOW AVENUE GREENHOUSE	JAPANESE BLOOD GRASS	73.43	66786
Total For Dept 790 LIBRAR				76.43	
Dept 804 MUSEUM					
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	15,610.73	66780
Total For Dept 804 MUSEUM				15,610.73	
Total For Fund 101 GENERA				27,817.40	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	GIVE EM A BRAKE SAFETY	YEARLY RENTAL -	450.00	66746
Total For Dept 463 MAINTEN				450.00	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	GOODS AND SERVIES	2.71	66787
Total For Dept 474 TRAFFI				2.71	
Total For Fund 202 MAJOR				452.71	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	GIVE EM A BRAKE SAFETY	YEARLY RENTAL -	450.00	66746
203-463-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	SUPPLIES	28.74	66753
203-463-740.000	OPERATING SUPPLIES	STATE INDUSTRIAL PRODUCTS	LOCAL MAIN OPS	187.20	66754
203-463-930.000	REPAIR & MAINTENANCE	SUPERIOR ASPHALT, INC.	ASPHALT	387.75	66755
Total For Dept 463 MAINTEN				1,053.69	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	GOODS AND SERVIES	5.99	66787
Total For Dept 474 TRAFFI				5.99	
Total For Fund 203 LOCAL				1,059.68	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-970.000	CAPITAL OUTLAY	BRITTEN BANNERS INC	BANNERS	4,067.14	66744
248-450-970.000	CAPITAL OUTLAY	O'LEARY PAINT	DDA	299.25	66749
248-450-970.000	CAPITAL OUTLAY	PITSCH COMPANIES, INC.	DDA	127.78	66750
248-450-970.000	CAPITAL OUTLAY	RUSCHE	PROCESSED MILLINGS	2,185.02	66752
Total For Dept 450 CAPITA				6,679.19	
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	5 ALARM	OPERATING SUPPLIES	236.47	66759
248-463-740.000	OPERATING SUPPLIES	BFG SUPPLY	SUPPLIES	175.00	66762
248-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	98.55	66761
Total For Dept 463 MAINTEN				510.02	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	MUNDT, THERESA	REIMBURSE FOR SUPPLIES	20.70	66737
248-740-880.000	COMMUNITY PROMOTION	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM	180.00	66779
Total For Dept 740 COMMUN				200.70	
Total For Fund 248 DOWNTOWN				7,389.91	
Fund 581 AIRPORT FUND					

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	BOURGETTE, BOB	AIRPORT MOWER GAS	36.10	66733
581-000-740.000	OPERATING SUPPLIES	BROWN, CASEY	AIRPORT SECURITY CAMERA	92.60	66734
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STREET LIGHTS	21.81	66765
581-000-955.000	MISCELLANEOUS EXPENSE	STATE OF MICHIGAN - MDOT	AIRPORT LICENSE FEE	25.00	66738
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT	49.99	66757
581-000-970.000	CAPITAL OUTLAY	JOHN HARRIS	USED SWISHER LAWN MOWERS	1,650.00	66741
Total For Dept 000				1,875.50	
Total For Fund 581 AIRPOR				1,875.50	
Fund 590 WASTEWATER FUND					
Dept 550 TREATMENT					
590-550-930.000	REPAIR & MAINTENANCE	CALDER CITY GLASS INC.	CLEAR TEMPERED INSULATED	593.68	66763
590-550-930.000	REPAIR & MAINTENANCE	HACH COMPANY	COMPRESSOR/EVAPORATOR ASS	5,136.39	66772
590-550-930.000	REPAIR & MAINTENANCE	LUBRICATION ENGINEERS INC	MAINTENANCE	1,030.40	66784
Total For Dept 550 TREATM				6,760.47	
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	ETNA SUPPLY COMPANY	HYDRAULIC CEMENT SPECCRET	70.00	66768
Total For Dept 551 COLLEC				70.00	
Total For Fund 590 WASTEW				6,830.47	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	100.42	66761
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	CHEMICALS	320.26	66772
591-570-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	GOODS AND SERVIES	9.14	66787
Total For Dept 570 TREATM				429.82	
Dept 571 DISTRIBUTION					
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	62.98	66761
Total For Dept 571 DISTRI				62.98	
Total For Fund 591 WATER				492.80	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	DREW WIRELESS	CITY WIFI ANTENNA INSTALL	1,020.00	66740
636-000-801.000	PROFESSIONAL SERVICES	DREW WIRELESS	COMPUTER MODIFICATIONS	1,900.00	66740
636-000-801.000	PROFESSIONAL SERVICES	AUTOMATED BUSINESS EQUIPM	WETTER FELT	28.95	66760
636-000-802.000	CONTRACTUAL	HASSELBRING-CLARK	COPIER	312.45	66773
Total For Dept 000				3,261.40	
Total For Fund 636 DATA P				3,261.40	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	PARTS	14.88	66748
661-895-740.000	OPERATING SUPPLIES	GTW	OPERATING SUPPLIES	45.56	66771
661-895-802.000	CONTRACTUAL	BADER & SONS	GRAVITY BOX AND RUNNING G	650.00	66739
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION,	SUPPLIES	38.72	66745
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	PARTS	129.90	66748
661-895-930.000	REPAIR & MAINTENANCE	TERMINAL SUPPLY CO.	LAMP	43.11	66756
661-895-930.000	REPAIR & MAINTENANCE	TERMINAL SUPPLY CO.	ROCKER SWITCH	17.43	66756
661-895-930.000	REPAIR & MAINTENANCE	WITTENBACH GRAND GMC	REPAIR AND MAINTENANCE	236.30	66758
661-895-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	HARDWARE SUPPLIES	148.94	66761
Total For Dept 895 FLEET				1,324.84	
Total For Fund 661 EQUIPM				1,324.84	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENTS	321,711.10	66777
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENTS	576,672.97	66781

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 09/10/2015 - 09/17/2015
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 4/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENTS	398,587.15	66777
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENTS	367,877.75	66778
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENTS	122,193.78	66770
Total For Dept 000				1,787,042.75	
Total For Fund 703 CURREN				1,787,042.75	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
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BOTH OPEN AND PAID

Page: 5/5

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

Fund 101	GENERAL FUND	27,817.40
Fund 202	MAJOR STREET FUN	452.71
Fund 203	LOCAL STREET FUN	1,059.68
Fund 248	DOWNTOWN DEVELOP	7,389.91
Fund 581	AIRPORT FUND	1,875.50
Fund 590	WASTEWATER FUND	6,830.47
Fund 591	WATER FUND	492.80
Fund 636	DATA PROCESSING	3,261.40
Fund 661	EQUIPMENT FUND	1,324.84
Fund 703	CURRENT TAX COLL	1,787,042.75

1,837,547.46



STRATEGIC GOALS REPORT

SEPTEMBER 21, 2015

TIER ONE

- 1) Street Asset Management Plan:** A five-year street plan has been adopted. (9-21-15)
- 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:** Prein & Newhoff met with staff recently to go over the data that was collected. A report will be issued in the near future with a presentation to the council. (9-8-15)
- 5) Downtown Trail Connector:** LARA has met with the city's Parks & Recreation Commission to outline the results of its study and preferred trail route. (9-21-15)
- ✓ 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)
- 2) Ordinance Review:** Next step on this goal will be to create a calendar and assignments to keep us on task.

CITY OF LOWELL STRATEGIC GOALS REPORT

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)

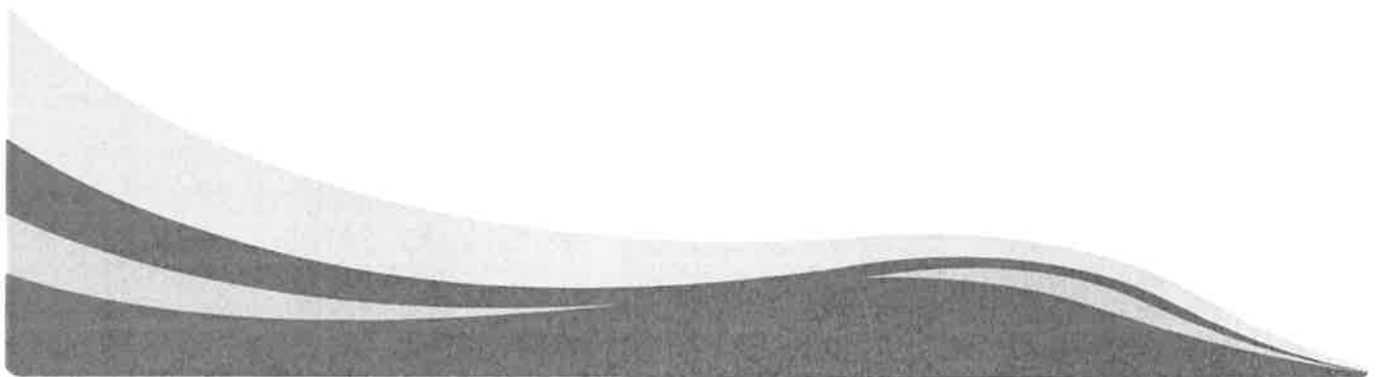
5) Business Development Packet: I have reached out to The Right Place who indicated they can assist us with this project. (7-20-15)

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

PENDING COUNCIL PROJECTS REPORT

September 21, 2015

UPDATES

Downtown Tower Removal – As reported at your last meeting, we expect that the tower will be removed on September 21.

Underground Electrical Lines – No further update.

Trash Ordinance Update – No further update.

Right of Way Ordinance – No further update.

UPDATES

Downtown Tower Removal

(8-3-15) SyncWave LLC had completed the tower prep by removing the power, cables, and several antennas in preparation for the crane. They are trying to coordinate for a Monday within the next 4 weeks. The transport crew was here last week taking measurements and he will be coordinating with the crane. We expect the tower to be gone by Labor Day Weekend. The FAA and Lowell Airport have been notified that the lighting has been removed in preparation of the 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.



MEMORANDUM

TO: City of Lowell Planning Commission

FROM: Andy Moore, AICP

DATE: May 5, 2015

RE: Commercial Wireless Communication Towers

Over the last few weeks we have been reviewing the City of Lowell's zoning standards regarding Commercial Wireless Communication towers. Generally, we found that the existing standards are somewhat brief and do not contain many of the provisions that are included in modern ordinances regulating commercial wireless communication towers.

Working with City staff, we reviewed and modernized the City's zoning regulations for your review. Significant changes to the Ordinance include the following:

1. We added a purpose and intent statement.
2. We allowed for administrative approval of colocations and small networks that would be installed on existing infrastructure.
3. We added language requiring additional information that must be submitted as part of an application prior to consideration by the Planning Commission.
4. We added language that permits a commercial wireless communication tower to meet minimum lot area standards for the district in which it is located.
5. We added language that requires the Planning Commission make a decision on a proposed tower within 90 days, else it is deemed approved. This is to comply with a recent Michigan amendment to the Michigan Zoning Enabling Act.
6. The maximum height has been limited to 199 feet. Anything 200 feet or taller requires FAA notification and lighting.
7. The fall zone area has been increased to be at least equivalence to the height of the tower, unless other justification is provided by a registered engineer.
8. We added language that requires a 1/2 mile isolation radius between towers, except for towers that are located on City property and used for municipal services.
9. Language has been added to allow for removal of towers, performance bonds, and nonconforming towers.

City of Lowell Planning Commission
May 5, 2015
Page 2

Please review the draft Ordinance in advance of our next meeting on May 11. Before making a recommendation of adoption to the City Council, the Planning Commission must hold a public hearing on the proposed amendments. At the May 11 meeting, the Planning Commission may schedule this hearing or make further revisions to be reviewed at the June meeting.

As always, please feel free to contact me with questions or comments.

CITY OF LOWELL
ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CITY OF LOWELL ZONING ORDINANCE; TO
AMEND SECTION 17.04(BB) PERTAINING TO COMMERCIAL WIRELESS
COMMUNICATION FACILITIES

THE CITY OF LOWELL, MICHIGAN, ORDAINS:

Section 1. Amendment of Section 17.04 (BB). Section 17.04 (BB) is amended to read as follows:

SECTION 17.04 BB. Commercial Wireless Communication Towers.

In addition to the standards of Section 17.03, the Planning Commission shall find that a proposed Commercial Wireless Communication Tower meets the following specific Special Land Use standards.

1. **Purpose and Intent.** The Telecommunications Act of 1996, as amended, sets forth provisions concerning placement, location and construction of towers and related facilities for communication. The purpose of this section is to establish general guidelines for the siting of Commercial Wireless Communication Towers, which include antenna structures. In order that such towers not cause visual pollution or create a safety hazard on adjacent properties, reasonable regulations for the location, use of existing structures (e.g., water towers, school and church steeples, tall buildings), and design of structures and towers, is appropriate. Commercial Wireless Communication Towers are specifically determined to NOT be essential services as defined in this Ordinance. The intent of these provisions is to encourage users of towers to:
 - a. Protect land uses from potential adverse impacts of towers.
 - b. Place the location of new towers in appropriately-zoned areas.
 - c. Minimize the total number of towers throughout the community.
 - d. Strongly encourage the joint use of new and existing tower sites as a primary option rather than construction of additional single-use towers.
 - e. Locate and configure towers in a way that minimizes the adverse visual impact of the towers and antennas through careful design, siting, landscape screening, and innovative camouflaging techniques.
 - f. Enhance the ability of the providers of telecommunications services to provide such services to the community quickly, effectively, and efficiently.
 - g. Consider the public health and safety of personal wireless service facilities.
 - h. Avoid potential damage to adjacent properties from tower failure through engineering and careful siting of tower structures.

- i. It is not the intent to regulate ham radio antennae under this section.
- 2. Administratively Approved Uses. The following uses may be approved by the Zoning Administrator after conducting an administrative review:
 - a. Antennas on Existing Structures: Compact platform-type, omni directional, or singular-type antenna which is not attached to a new Commercial Wireless Communication Tower may be approved by the Zoning Administrator as a co-location or as an accessory use to any commercial, industrial, professional, institutional, or multi-family structure, provided:
 - (1) The antenna does not extend more than ten (10) feet above the highest point of the structure;
 - (2) The antenna complies with all applicable FCC and FAA regulations;
 - (3) The equipment building for such co-located equipment can be incorporated into an existing structure or cabinet, and
 - (4) The antenna complies with all applicable building codes.
 - b. Microcell Networks: Installing a cable microcell network through the use of multiple low-powered transmitters/receivers attached to existing wireline systems, such as conventional cable or telephone wires, or similar technology that does not require the use of towers.
- 3. Additional Information Required for Review. In addition to the requirements of Chapter 17 and Section 17.03, Commercial Wireless Communication Tower applications shall include:
 - a. Name and address of the proposed operator of the site.
 - b. Name and address, including phone number of the person responsible for determining feasibility of co-location as provided in this section.
 - c. Preliminary design of all proposed structures, including elevations and renderings showing the proposed facility from four vantage points located not less than 200 feet nor more than 500 feet from the proposed tower location.
 - d. Registered Engineer's certification of the design and safety of the proposed tower to withstand winds of 85 miles per hour. Such certification shall set forth the fall zone area for the proposed tower. If such fall zone area is less than that of a circle whose radius is equivalent to the height of the proposed tower, such certification shall provide structural calculations and detail sufficient to demonstrate the accuracy of such lesser fall zone area determination. Such certification shall be provided by an engineer licensed to practice in Michigan.
 - e. Method of fencing, and finished color and, if applicable, the method of camouflage and illumination.
 - f. A notarized statement signed by the applicant indicating the number and type of additional antennae the proposed tower will accommodate through co-location.
 - g. Each applicant shall provide an inventory of existing towers, tall structures, antennas, or sites approved for towers or antennas, that are either within the City of Lowell or

within one mile of the border thereof, including specific information about the location, height, and design of each tower or tall structure.

- h. The separation distance from other towers described in the inventory of existing sites shall be shown on an updated site plan or map. The applicant shall also identify the type of construction of the existing tower(s) and the owner/operator of the existing tower(s), if known. The applicant shall also demonstrate the reasons such existing towers or tall structures cannot be used in lieu of the proposed communication tower.
- 4. Once all required materials are submitted, the Planning Commission shall review the application in accordance with the standards of Chapter 17 and shall either approve, approve with conditions, or deny the application within 60 days of receipt of all required information, as determined by the Zoning Enforcement Officer. If the Planning Commission does not approve, approve with conditions, or deny the application within 60 days, the application shall be considered approved and the Planning Commission shall be considered to have made any determination required for approval.
- 5. Availability of Suitable Existing Towers, Other Structures, or Alternative Technology. No new tower shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the Planning Commission that no existing tower, structure or alternative technology that does not require the use of towers or structures can accommodate the applicant's proposed antenna.
- 6. General Provisions. Commercial Wireless Communication Towers, including their accessory equipment may be permitted, subject to the following provisions:
 - a. A Commercial Wireless Communication Towers is permitted in the PF and I zoning districts only. Such towers shall be placed on parcels (whether the land is owned or leased by the tower owner) which have an area no less than the minimum parcel area and width for the district.
 - b. All setbacks for the zoning district shall be met and in addition, no tower shall be placed closer to any property line than the radius of the certified fall zone as provided in Section 17.04 BB, 3, d, hereof, and in no case less than 200 feet from any residence or 200 feet from a zoning district which does not permit Commercial Wireless Communication Towers as a Special Use.
 - c. All proposed towers of more than thirty-five (35) feet in height shall be submitted to the Michigan Aeronautics Commission and FAA for review and approval prior to approval by the City. All towers must meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the state or federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, then the owners of the towers and antennas governed by this ordinance shall bring such towers and antennas into compliance with such revised standards and regulations within six (6) months of the effective date of such standards and regulations, unless a different compliance schedule is mandated by the controlling state or federal agency. Failure to bring towers and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner's expense.
 - d. The service building shall be aesthetically and architecturally compatible with

buildings within three hundred feet of the property on which it is located.

- e. All connecting wires from towers to accessory buildings and all electrical and other service wires to the facility shall be underground.
 - f. Monopole tower design shall be required. Guyed towers are prohibited.
 - g. The Planning Commission may require landscape screening of the service building and fencing.
 - h. Strobe lights shall not be allowed except as required by FAA or other applicable agency.
 - i. No signs shall be allowed on an antenna or tower, except for one sign of not more than two (2) square feet, listing the name, address and contact telephone number of the operator and not more than two (2) signs not to exceed two (2) square feet signaling "danger" or "no trespassing."
 - j. Towers shall be enclosed by a locked gate and security fencing 6 feet in height, and shall be equipped with an appropriate anti-climbing device.
 - k. The Applicant shall certify its intent to lease excess space on the proposed tower for co-located antennae of other operators. Such certification shall include a commitment to respond to any requests for information from another potential shared use applicant; to negotiate in good faith and allow for leased shared use if an applicant demonstrates that it is technically practicable, and; to make no more than a reasonable charge for a shared use lease.
 - l. Notwithstanding the provisions of this section, the maximum height for a Commercial Wireless Communication Towers in the City of Lowell shall be 199 feet.
 - m. Proposed towers shall be at least one-half mile from existing towers except for towers dedicated to essential municipal services.
7. Removal of Abandoned Antennas and Towers. A Telecommunication Tower that is unused for a period of twelve (12) months shall be removed. The applicant or owner is responsible for the removal of an unused tower. Failure to do so shall be sufficient cause for the City to cause the removal of the Tower at the owner's expense.
8. Bonds. The owner of a Telecommunications Tower; including equipment/accessory buildings, shall post an unconditional and irrevocable letter of credit or bond acceptable to the City Attorney with the City of Lowell to cover the reasonable estimated costs and expenses of dismantling and removing the communication tower. The amount of the bond shall be established by the Planning Commission, and may be adjusted from time to time to reflect changing costs and expenses of dismantling and removing the facility.
9. Nonconforming Uses.
- a. Pre-existing towers that do not meet the requirements of this section shall be allowed to continue in use as they presently exist. Routine maintenance shall be permitted on such preexisting towers. New construction, other than routine maintenance on a pre-existing tower shall comply with the requirements of this ordinance. Modifications to height and type of construction of pre-existing towers shall not be permitted, except in conformance with this Section.

- b. Rebuilding Damaged or Destroyed Nonconforming Towers. Nonconforming towers that are damaged or destroyed may not be rebuilt except in conformance with the requirements of this Section.

Section 2. Severability and Captions. This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared severable. If any part, section, subsection, sentence, phrase or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

Section 3. Administrative Liability. No officer, agent or member of the City Council shall render himself or herself personally liable for any damage which may occur to any person or entity as a result of any act or decision performed in the discharge of his or her duties pursuant to this Ordinance.

Section 4. Repeal. Any existing ordinance or resolution that is inconsistent or conflicts with this Ordinance is hereby repealed to the extent of any such conflict or inconsistency.

Section 5. Effective Date. This Ordinance is ordered to take effect seven (7) days following publication of adoption in The Lowell Ledger, a newspaper having general circulation in the City, under the provisions of the Zoning Enabling Act, Public Act 110 of 2006, as amended.

Jim Hodges, Mayor

Betty Morlock, Clerk

CITY OF LOWELL

ORDINANCE NO. _____

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 - a. Name and address of the proposed operator of the site.
 - b. Name and address, including phone number of the person responsible for determining feasibility of co-location as provided in this section.
 - c. Preliminary design of all proposed structures, including elevations and renderings showing the proposed facility from four vantage points located not less than 200 feet nor more than 500 feet from the proposed tower location.
 - d. A statement by a registered professional engineer licensed to practice in Michigan that the proposed commercial wireless communications tower will be installed in accordance with the manufacturer's specifications and all applicable City codes. A set of drawings sealed by a professional engineer for the installation of the wireless communications equipment and wireless communications support structure shall also be provided. Such statement shall set forth the fall zone area for the proposed tower. If the fall zone area is less than that of a circle whose radius is equivalent to the height of the proposed tower, such statement shall provide structural calculations and detail sufficient to demonstrate the accuracy of such lesser fall zone area determination.
 - e. Method of fencing, and finished color and, if applicable, the method of camouflage and illumination.
 - f. A notarized statement signed by the applicant indicating the number and type of additional antennae the proposed tower will accommodate through co-location.

- g. Each applicant shall provide an inventory of existing towers, tall structures, antennas, or sites approved for towers or antennas, that are either within the City of Lowell or within one mile of the border thereof, including specific information about the location, height, and design of each tower or tall structure.
 - h. The separation distance from other towers described in the inventory of existing sites shall be shown on an updated site plan or map. The applicant shall also identify the type of construction of the existing tower(s) and the owner/operator of the existing tower(s), if known. The applicant shall also demonstrate the reasons such existing towers or tall structures cannot be used in lieu of the proposed communication tower.
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- 6. General Provisions. Commercial Wireless Communication Towers, including their accessory equipment may be permitted, subject to the following provisions:
 - a. A Commercial Wireless Communication Towers is permitted in the PF and I zoning districts only. Such towers shall be placed on parcels (whether the land is owned or leased by the tower owner) which have an area no less than the minimum parcel area and width for the district.
 - b. All setbacks for the zoning district shall be met and in addition, no tower shall be placed closer to any property line than the radius of the certified fall zone as provided in Section 17.04 BB, 3, d, hereof, and in no case less than 200 feet from any residence or 200 feet from a zoning district which does not permit Commercial Wireless Communication Towers as a Special Use.
 - c. All proposed towers of a height greater than the maximum height permitted in the zone district in which it is located shall be submitted to the Michigan Aeronautics Commission and FAA for review and approval prior to approval by the City. All towers must meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the state or federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, then the owners of the towers and antennas governed by this ordinance shall bring such towers and antennas into compliance with such revised standards and regulations within six (6) months of the effective date of such standards and regulations, unless a different compliance schedule is mandated by the controlling state or federal agency. Failure to bring towers and antennas into compliance with such revised standards and regulations

shall constitute grounds for the removal of the tower or antenna at the owner's expense.

- d. The service building shall be aesthetically and architecturally compatible with buildings within three hundred feet of the property on which it is located.
 - e. All connecting wires from towers to accessory buildings and all electrical and other service wires to the facility shall be underground.
 - f. Monopole tower design shall be required. Guyed towers are prohibited.
 - g. The Planning Commission may require landscape screening of the service building and fencing.
 - h. Strobe lights shall not be allowed except as required by FAA or other applicable agency.
 - i. No signs shall be allowed on an antenna or tower. The service building or fence surrounding the service building and tower may contain not more than two signs of not more than two (2) square feet, listing the name, address and contact telephone number of the operator. Additionally, not more than two (2) signs not to exceed two (2) square feet signaling "danger" or "no trespassing" may also be placed on the fence or service building.
 - j. Towers shall be enclosed by a locked gate and security fencing 6 feet in height, and shall be equipped with an appropriate anti-climbing device.
 - k. The Applicant shall certify its intent to lease excess space on the proposed tower for co-located antennae of other operators. Such certification shall include a commitment to respond to any requests for information from another potential shared use applicant; to negotiate in good faith and allow for leased shared use if an applicant demonstrates that it is technically practicable, and; to make no more than a reasonable charge for a shared use lease.
 - l. Notwithstanding the provisions of this section, the maximum height for a Commercial Wireless Communication Towers in the City of Lowell shall be 199 feet.
 - m. Proposed towers shall be at least one-half mile from existing towers except for towers dedicated to essential municipal services.
7. Removal of Abandoned Antennas and Towers. A Telecommunication Tower that is unused for a period of twelve (12) months shall be removed. The applicant or owner is responsible for the removal of an unused tower. Failure to do so shall be sufficient cause for the City to cause the removal of the Tower at the owner's expense.
8. Bonds. The owner of a Telecommunications Tower; including equipment/accessory buildings, shall post an unconditional and irrevocable letter of credit or bond acceptable to the City Attorney with the City of Lowell to cover the reasonable estimated costs and expenses of dismantling and removing the communication tower. The amount of the bond shall be established by the Planning Commission, and may be adjusted from time to time to reflect changing costs and expenses of dismantling and removing the facility.
9. Nonconforming Uses.
- a. Pre-existing towers that do not meet the requirements of this section shall be allowed

to continue in use as they presently exist. Routine maintenance shall be permitted on such preexisting towers. New construction, other than routine maintenance on a pre-existing tower shall comply with the requirements of this ordinance. Modifications to height and type of construction of pre-existing towers shall not be permitted, except in conformance with this Section.

- b. Rebuilding Damaged or Destroyed Nonconforming Towers. Nonconforming towers that are damaged or destroyed may not be rebuilt except in conformance with the requirements of this Section.

Section 2. Severability and Captions. This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared severable. If any part, section, subsection, sentence, phrase or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

Section 3. Administrative Liability. No officer, agent or member of the City Council shall render himself or herself personally liable for any damage which may occur to any person or entity as a result of any act or decision performed in the discharge of his or her duties pursuant to this Ordinance.

Section 4. Repeal. Any existing ordinance or resolution that is inconsistent or conflicts with this Ordinance is hereby repealed to the extent of any such conflict or inconsistency.

Section 5. Effective Date. This Ordinance is ordered to take effect seven (7) days following publication of adoption in The Lowell Ledger, a newspaper having general circulation in the City, under the provisions of the Zoning Enabling Act, Public Act 110 of 2006, as amended.

Jim Hodges, Mayor

Sue Ullery, Clerk

UTILITY EASEMENT AGREEMENT

THIS UTILITY EASEMENT AGREEMENT (the "Agreement") is entered into as of _____, 2015, by the **FIRST BAPTIST CHURCH OF LOWELL**, a Michigan nonprofit corporation (the "Grantor"), of 2275 West Main Street, Lowell, Michigan 49331 and the **CITY OF LOWELL**, a Michigan municipal corporation (the "City"), with offices at 301 E. Main Street, Lowell, Michigan 49331.

WITNESSETH

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

WHEREAS, the City, through its Department of Light and Power ("LL&P") desires to construct, operate, repair, maintain, relocate, reconstruct, alter and replace, over and/or under the surface, lines for the transmission and distribution of electric energy and communication signals which requires an easement over a portion of the Real Property as described and identified in the attached Exhibit B (the "Easement"); and

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

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

1. For and in consideration of One Dollar (\$1.00) the receipt of which is hereby acknowledged, the Grantor does hereby grant the Easement to the City.
2. The Easement shall be for the construction, operation, repair, maintenance, relocation, reconstruction, alteration and replacement over and/or under the surface of lines for the transmission and distribution of electric energy and communication signals and related appurtenances (the "Improvements"), all of which shall be wholly owned and operated by the City through LL&P.
3. Subject to the following terms and conditions, the City shall have the right to utilize the Easement for the purposes set forth in paragraph 2 above:
 - a. Any and all work shall be performed by the City so as not to unreasonably interfere with the use of the remainder of the Real Property by the Grantor and, except as otherwise provided in this Agreement, without cost to the Grantor.

b. Upon completion of any such work and subject to the continued location of the Improvements, the City will restore the Easement and the Real Property to the same condition as it was prior to such construction, repair, maintenance, relocation, reconstruction, alteration or replacement of the Improvements, provided that the Grantor shall be responsible at its costs for any repairs for damage due to any fixed structures constructed within or immediately adjacent to the Easement after the date of this Agreement unless such damage is a result of the negligent acts or omissions of the City, its agents, employees, representatives or contractors, in which case said restorations shall be made by the City. The City shall, at the City's sole expense, operate the Improvements.

c. The City shall at all times provide for the proper safety and maintenance of all equipment and ancillary items within the Easement belonging to the City or under its control and shall be responsible, by either chemical, mechanical or other means, to control the growth of vegetation within the Easement and the responsibility to trim, prune and/or remove any and all trees that impact the integrity of the Improvements.

d. The Improvements located within the Easement shall at all times be kept clear of buildings, structures, obstructions or any conditions which are in violation of the National Electric Safety Code, the Michigan Electric Code or the safety regulations of LL&P or the Michigan Occupational Safety and Health Administration.

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

f. The City has the right without the approval of the Grantor to license, permit or otherwise agree to the use of the Easement by any other person for the transmission of energy or communication signals of any kind for which the City may charge and retain a fee for such license, permit or agreement.

4. To the extent permitted by law, the City shall fully indemnify, save, and hold harmless the Grantor from any and all costs, liabilities, and claims, including reasonable attorneys' fees, for damages to real and personal property and injuries and/or death suffered by persons in any manner caused by or arising out of or in any way connected with the negligent acts or negligent failure to act of the City and its officers, employees, agents or contractor in connection with the construction, operation, repair, maintenance, relocation, reconstruction, alteration and replacement of the Improvements or the negligent presence of the City or its officers, employees, guests, invitees, contractors and agents upon the Easement or the Real Property.

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

6. The Grantor agrees that if any buildings or other structures are constructed by it or its successors and assigns near or adjacent to the Easement and because of the construction of such

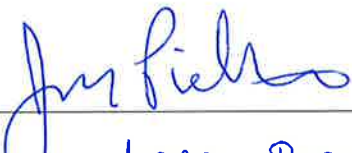
buildings or other structures, it should become necessary to structurally support, shore, brace or otherwise provide for the stability of buildings or structures so that the City may perform the work of repairing, maintaining, reconstructing, altering or replacing the Improvements within the Easement, the Grantor or its successors and assigns shall support, shore and brace such buildings or other structures, *provided, however*, the City shall consult with the Grantor, or its successors and assigns before performing the work with respect to alternative methods of repairing, maintaining, restructuring, altering or replacing the Improvements.

7. The Grantor reserves the right to grant to others additional easement rights in the Easement subject to the approval of the City, which approval shall not be unreasonably withheld. All such additional easements shall be subject to the prior rights of the City and any additional expenses incurred by the City, resulting from such additional easements, shall be assumed by the beneficiary(ies) of such easement rights causing such extra expense.

8. The Grantor covenants that it is the owner of the Real Property including the Easement and that it will indemnify the City for all costs and losses, including reasonable attorney's fees, in the event any person claiming an interest in/or a lien upon the Real Property including the Easement attempts to limit or alter the City's rights granted in this Agreement whether or not successful.

IN WITNESS WHEREOF, the Grantor has executed this Agreement as of the day and year first written above.


FIRST BAPTIST CHURCH OF LOWELL

By: 
Its: LEAD PASTOR

State of Michigan)
) :ss
County of Kent)

On this 10th day of September, 2015, before me, a Notary Public in and for said County, personally appeared Jon Pickens, Lead Pastor, of the First Baptist Church of Lowell, to me known to be the same person who signed and is described in the above instrument, and acknowledge the same to be his free act and deed.

Subscribed and sworn before me, this 10th
day of September, 2015, a Notary Public
in and for Shiawassee County,
Michigan.


(Signature)

NOTARY PUBLIC

My Commission expires 11-1, 2020
Acting in the County of Kent

Exhibit A

Real Property Legal Description

The land referred to is described as follows:

Land situated in the City of Lowell, County of Kent, and State of Michigan, described as:

PARCEL 1:

That part of the Southwest 1/4 of Section 3, Town 6 North, Range 9 West, City of Lowell, described as: Commencing at the Southeast corner of said Southwest 1/4; thence North 89 degrees 42 minutes 56 seconds West 1335.0 feet along the South line of said Southwest 1/4; thence North 00 degrees 30 minutes 47 seconds East 1202.0 feet to the point of beginning, being along a line which if extended Northerly would intersect the East and West 1/4 line at a point 1347.0 feet East of the Northwest corner of said Southwest 1/4; thence continuing North 00 degrees 30 minutes 47 seconds East 38.04 feet; thence North 88 degrees 14 minutes 47 seconds East 255.0 feet parallel with the Northline of State Trunk Line M-21 (Fulton Street – 100 feet wide); thence South 00 degrees 30 minutes 47 seconds West 491.82 feet; thence North 88 degrees 14 minutes 47 seconds East 346.67 feet along said North line of M-21; thence North 00 degrees 00 minutes 10 seconds East 947.08 feet along the West line of the East 727.0 Feet of said Southwest 1/4; thence North 89 degrees 21 minutes 22 seconds West 1016.14 feet along the South line of the North 930.0 feet of said Southwest 1/4; thence South 00 degrees 04 minutes 33 seconds East 322.75 feet along the East line of the West 914 feet of said Southwest 1/4 to a point which is North 64 degrees 24 minutes 20 seconds West 463.86 feet from the point of beginning and if extended Northwesterly would intersect the West line of said Section at a point 825 feet South of the Northwest corner of said Southwest 1/4; thence South 64 degrees 24 minutes 20 seconds East 463.86 feet to the point of beginning.

Address: 2251 W Main St. SE. Lowell, MI 49331

Tax Identification Number: 41-20-03-326-030

PARCEL 2:

That part of the Southwest 1/4 Section 3, Town 6 North, Range 9 West, City of Lowell, Kent County, Michigan described as: Commencing at the South line of said Southwest 1/4, 1335.0 feet West of the Southeast corner thereof; thence North 1215.04 feet along a line which if extended North would intersect the East and West 1/4 line at a point 1347.0 feet East of the Northwest corner of said Southwest 1/4 to the place of beginning of this description; thence continuing North 25.00 feet along said line; thence East 255.0 feet parallel with the North line of Highway M-21; thence South 25.00 feet to a point which is 255.0 feet East of the place of beginning; thence West 255.00 feet to the place of beginning.

ALSO

That part of the Southwest 1/4, Section 3, Town 6 North, Range 9 West, City of Lowell, Kent County, Michigan described as: Commencing on the South line of said Southwest 1/4, 1335.0 feet West of the Southeast corner thereof; thence North 1044.22 feet along a line which, if extended North, would intersect the East and West 1/4 line at a point 1347.0 feet East of the Northwest corner of said Southwest 1/4, to the place of beginning for this description; thence continuing North 170.82 feet along said line; thence East 255.0 feet parallel with the North line of Highway M-21 (Fulton Street); thence South 170.82 feet; thence West 255.0 feet parallel with the North line of Highway M-21 to the place of beginning.

ALSO

That part of the Southwest 1/4, Section 3, Town 6 North, Range 9 West, Lowell Township (now City of Lowell), Kent County, Michigan, described as commencing on the South line of said Southwest 1/4, 1335.0 feet West of the Southeast corner thereof; thence North 748.22 feet (along a line which if extended North would intersect the East and West 1/4 line at a point 1347.0 feet East of the Northwest corner of said Southwest 1/4) to the North line of Highway M-21 (Fulton Street) and the place of beginning for this description; thence continuing North 296.0 feet along said line; thence East 255.0 feet parallel with the North line of Highway M-21; thence South 296.0 feet to a point on the North line of Highway M-21 which is 255.0 feet East of the place of beginning; thence West 255.0 feet to the place of beginning.

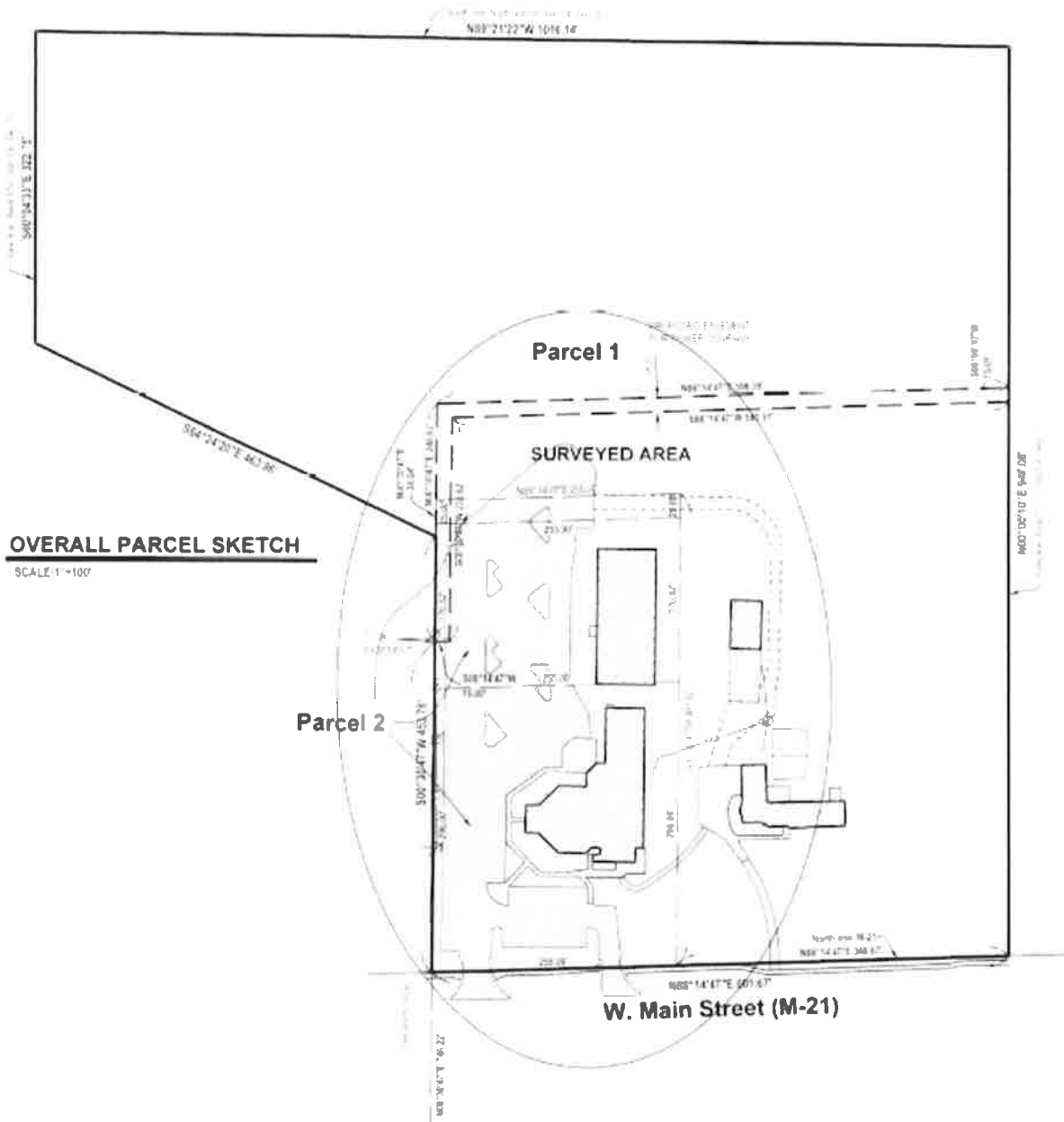
Address: 2275 W Main St. SE, Lowell, MI 49331

Tax Identification Number: 41-20-03-326-022

Exhibit B

Easement Legal Description and Drawing

That part of Southwest 1/4 of Section 3, Town 6 North, Range 9 West, City of Lowell, Kent County, Michigan, described as: Commencing at the South corner of said Section 3; thence N89°42'56"W 1335.0 feet along the South line of said Southwest 1/4; thence N00°30'47"E 1092.42 feet along a line which if extended Northerly would intersect the East and West 1/4 line at a point 1347.0 feet East of the Northwest corner of said Southwest 1/4 to the Point of Beginning; thence continuing N00°30'47"E 248.63 feet; thence N88°14'47"E 596.39 feet parallel with the North line of State Trunk Line M-21 (Fulton Street/West Main Street – 100 feet wide right-of-way); thence S00°00'10"W 15.01 feet along the West line of the East 727.0 feet of said SW 1/4; thence S88°14'47"W 581.51 feet; thence S00°30'47"W 233.62 feet; thence S88°14'47"W 15.00 feet to the Point of Beginning. Contains 0.29 acres.



CITY OF LOWELL
KENT COUNTY, MICHIGAN

RESOLUTION NO. __-15

**RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A UTILITY EASEMENT AGREEMENT
WITH THE FIRST BAPTIST CHURCH OF LOWELL**

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

WHEREAS, the City, through its Department of Light and Power (“LL&P”) is extending lines for the transmission and distribution of electric energy and communication signals which will be wholly owned and operated by the City through LL&P (the “Improvements”); and

WHEREAS, it is necessary that the City obtain an easement over a portion of property owned by the First Baptist Church of Lowell (“FBCL”) for the Improvements; and

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

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

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

3. That once the Agreement is executed by the authorized representative(s) of the City and FBCL, the City Clerk shall cause the fully executed Agreement to be recorded with the Kent County Register of Deeds.

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

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: September 21, 2015

Susan Ullery, City Clerk

CERTIFICATION

I, the undersigned Clerk of the City of Lowell, Michigan (the "City"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City at a regular meeting held on September 21, 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: September 21, 2015

Susan Ullery, City Clerk

GRAPIDS 60868-128 378460v1

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

Complaint Book Total														146	306	500	724	903	1117	1300	1501				
Activity	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Year Total												
Total Arrests	24	15	17	25	25	32	24	26					188												
Alcohol (MIP/Open Intox)	0	2	1	0	0	1	3	3					10												
Drug Law Violations	3	0	2	6	5	6	3	6					31												
Drunk Driving	1	1	0	2	1	0	2	3					10												
Suspended License	2	2	3	3	0	2	2	1					15												
Warrant Arrest	11	6	6	9	12	13	5	8					70												
Other Arrests	7	4	5	5	7	10	9	5					52												
Assault	1	1	0	0	3	2	0	3					10												
Assault (Civil)	2	2	3	3	2	5	2	2					21												
Assault (Domestic)	4	3	1	6	4	3	5	3					29												
Assist from Other Agency	11	8	10	6	9	12	5	17					78												
Assist to Other Agency	19	16	12	18	12	19	9	17					122												
Assist to Citizen	21	15	24	18	15	25	25	22					165												
Breaking & Entering	0	0	1	0	1	1	1	2					6												
Disorderly Conduct	1	2	3	4	0	5	2	8					25												
Dog Complaints	1	2	1	3	5	5	5	5					27												
Larceny	8	4	7	2	3	10	5	18					57												
Malicious Destruction	2	1	2	0	6	1	4	2					18												
Motorist Assist	12	10	15	14	11	7	9	11					89												
Ordinance Violations	1	25	20	59	12	25	7	9					158												
Accident Total	12	13	9	10	13	13	7	13					90												
{Property Damage}	12	10	8	7	13	13	7	12					82												
{Personal Injury}	0	3	1	3	0	0	0	1					8												
Citations Issued	18	19	28	29	22	27	32	37					212												
Traffic Stops: Warned	94	86	108	105	123	98	124	87					825												
Total # of Traffic Stops	103	97	122	115	124	105	142	94					902												

**MONTHLY COMPARISON TOTALS
AUGUST 2014 AND 2015**

ACTIVITY	August	2014 YEAR-TO-DATE	August	2015 YEAR-TO-DATE
Total Arrests	28	275	24	162
Alcohol (MIP/Open Intox)	3	18	3	10
Drug Law Violations	4	40	6	31
Drunk Driving	2	14	3	10
Suspended License	2	36	1	15
Warrant Arrest	6	92	8	70
Other Arrests	11	75	5	52
Assault	0	13	3	10
Assault (Civil)	6	28	2	21
Assault (Domestic)	3	22	3	29
Assist from Other Agency	7	62	13	74
Assist to Other Agency	16	112	19	124
Assist to Citizen	37	174	22	165
Breaking & Entering	3	11	2	6
Disorderly Conduct	5	24	8	25
Dog Complaints	5	39	5	27
Larceny	10	65	18	57
Malicious Destruction	4	32	2	18
Motorist Assist	16	107	11	89
Ordinance Violations	28	201	9	158
Accident Total	17	93	13	90
{Property Damage}	11	82	12	82
{Personal Injury}	6	11	1	8
Citations Issued	38	318	37	212
Traffic Stops: Warned	126	1069	87	825
# of Traffic Stops Made			94	902
TOTAL COMPLAINTS	247	1704	201	1501

LOWELL PD

ASSISTING OTHER AGENCIES

AUGUST 2015

COMPLAINT #	DATE	INCIDENT TYPE	DEPARTMENT	STATUS	VENUE
15-1307	8/2/2015	Loose Dogs	KCSD	Assisted	Lowell
15-1308	8/3/2015	Loose Dogs	KCSD	Assisted	Lowell
15-1313	8/3/2015	Warrant Arrest	KCSD	Assisted	City of Lowell
15-1321	8/4/2015	Unknown Call	KCSD	Assisted	City of Lowell
15-1361	8/10/2015	PI Accident	KCSD	Assisted	Lowell
15-1402	8/16/2015	Disorderly	KCSD	Assisted	Vergennes
15-1409	8/17/2015	Suspicious Vehicle	KCSD	Back-up	Vergennes
15-1416	8/18/2015	Suspicious Subject	KCSD	Back-up	Lowell
15-1417	8/19/2015	Fatal Accident	KCSD	Assisted	Vergennes
15-1444	8/22/2015	PI Accident	KCSD	Assisted	Vergennes
15-1445	8/22/2015	Fleeing & Eluding	KCSD	Assisted	City of Lowell
15-1481	8/29/2015	Drug Investigation	KCSD	Back-up	Lowell
15-1482	8/29/2015	Disorderly	KCSD	Back-up	Lowell
15-1485	8/29/2015	PI Accident	KCSD	Assisted	Vergennes
15-1497	8/31/2015	ATL Subject	MISSOURI	Assisted	City of Lowell
15-1498	8/31/2015	ATL Subject	PAROLE (KENT COUNTY)	Assisted	City of Lowell
15-1501	8/31/2015	Warrant Arrest	KCSD	Assisted	Lowell

AGENCIES ASSISTING LOWELL PD

AUGUST 2015

COMPLAINT #	DATE	INCIDENT TYPE	DEPARTMENT	STATUS
15-1302	8/1/2015	Alarm	KCSD	Back-up
15-1305	8/2/2015	Suicidal Subject	KCSD	Back-up
15-1320	8/4/2015	Suicidal Subject	KCSD	Back-up
15-1327	8/5/2015	Suicidal Subject	KCSD	Back-up
15-1334	8/6/2015	Found Child	IONIA CO	Assisted
15-1335	8/6/2015	Suspicious Persons	KCSD	Back-up
15-1356	8/9/2015	Felonious Domestic Assault	KCSD	Back-up
15-1366	8/11/2015	Domestic Assault	KCSD	Back-up
15-1387	8/14/2015	Assault	KCSD	Back-up
15-1392	8/14/2015	Warrant Arrest	KCSD	Back-up
15-1394	8/15/2015	Possible Drug Use	KCSD	Back-up
15-1425	8/20/2015	Disorderly	KCSD	Back-up
15-1435	8/20/2015	OWI	KCSD	Back-up
15-1486	8/29/2015	PD Accident	KCSD	Assisted
15-1487	8/29/2015	Check Well-Being	KCSD	Assisted
15-1489	8/29/2015	OWI	KCSD	Back-up
15-1490	8/30/2015	Alarm	KCSD	Back-up

MONTHLY REPORT SUMMARY FOR AUGUST 2015

ENDING COMPLAINT # 1501

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Alcohol (MIP/Open Intox)	1							1																			1				
Drug Law Violations	3																														
Drunk Driving	10							1																							
Suspended License	3																														
Warrant Arrest	8	1					1							1																	
Other Arrests	5							1																							
Assault	3													1																	
Assault (Civil)	2													1																	
Assault (Domestic)	3																														
Assist from Other Agency	11	1		1	1	1			1		1			1																	
Assist to Other Agency	17	1	1	1	1	1				1				1																	
Assist to Citizen	22													1																	
Breaking & Entering	2					1																									
Disorderly Conduct	8		1					1						1																	
Dog Complaints	5	1					1																								
Larceny	18		1								1	1	1																		
Malicious Destruction	2																														
Motorist Assist	11			1	1		1					1																			
Ordinance Violations	9							1																							
Accident Total	13			1		1		1																							
(Property Damage)	12					1		1																							
(Personal Injury)	1			1																											
Traffic Stops: Cited	31	1	0	0	1	0	0	5	4	0	0	0	0	0	1	0	2	1	0	1	1	2	0	2	5	1	1	0	3	2	3
Traffic Stops: Warned	51	7	4	2	2	0	1	5	4	1	0	1	1	3	3	4	3	1	2	6	5	3	4	1	5	10	1	3	2	5	0
# of Traffic Stops	94	7	4	2	2	0	1	10	4	1	0	1	1	3	3	4	3	1	3	6	6	5	2	4	5	15	1	3	2	7	0

August 2015

Type of Call:	Current Month August 2015	Type of Call:	Last Year August-14
Runs This Month	22	Runs This Month	24
Number Responding	381	Number Responding	333
Structure Fire	5	Structure Fire	2
Vehicle Fire	1	Vehicle Fire	1
Miscellaneous Fire	7	Miscellaneous Fire	6
False Alarms	0	False Alarms	3
P.I. Accident	6	P.I. Accident	11
Medical Calls	35	Medical Calls	43
Number Responding	206 213	Number Responding	313
Grass & Brush Fires	3	Grass & Brush Fires	1
Gallons of Water Used	9000	Gallons of Water Used	600
Equipment Used:	August 2015	Equipment Used:	August-14
Thermal Camera	6	Thermal Camera	4
Ladders	4	Ladders	1
Air Paks	22	Air Paks	18
Generators	2	Generators	2
Lights (Flood)	6	Lights (Flood)	8
TNT Tool	2	Hurst Tool	2
Air Bags	0	Air Bags	0
Shovels	2	Shovels	2
Brooms	2	Brooms	4
Smoke Ejectors	3	Smoke Ejectors	1
Fire Extinguishers	2	Fire Extinguishers	2
Pry Bars & Poles	15	Pry Bars & Poles	6
Miscellaneous	12	Miscellaneous	3
Hose Used	2000	Hose Used	400
Co Monitor	2	Co Monitor	3
Hand Lights	20	Hand Lights	22
Cascade System	4	Cascade System	0
Location of Fire Calls:	August 2015	Location of Medical Calls:	August 2015
City of Lowell	10	City of Lowell	19
Lowell Township	4	Lowell Township	8
Vergennes Township	7	Vergennes Township	8
Others	1	Others	0

2015 YTD Total Fire Calls	
Number of Calls	188
Number of Responders	2222
2015 YTD Total Medical Calls	
Number of Calls	333
Number of Responders	2031

CITY OF LOWELL
REPORT FOR : AUGUST
FOR: Mark Howe

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 21.14466 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: AUGUST TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 318 HOURS, WHICH RESULTED IN
365 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 169.57

ELECTRICAL COST PER MILLION GALLONS: \$ 201.58

TOTAL COST PER MILLION GALLONS: \$ 371.16

WATER PRODUCTION

DAILY AVERAGE: 0.682

DAILY MAXIMUM: 0.872

DAILY MINIMUM: 0.450

THE AVERAGE PLANT OPERATION TIME WAS 10.258 HOURS PER DAY.

Customer Complaints	Water Quality	0
	High Water Usage	0
	Low Pressure	0
Fire Hydrants	Flushed During Construction	0
	Painted	4
	Repaired	
	Pool Fills	
Meters	Final Reads	9
	Re-Reads	18
	Meters Upgraded To Radio Read	8
	New Home Meter Installs	1
Water Services	Shut off	3
	Turn ons	3
MISS DIGS	Marking of Water mains and Services, Storm Mains, and Sanitary Mains	25
Stob Box	Stob Box Repairs	0
	Stop Box Location Cards Made	0
Valve Box	Valve box Repairs	0
New Construction	On Site Construction Inspection (Days)	
R.O.W	Permit review	2

% Time in each Department

28% Water 48 % Maintenance dept. (equipment) 10% DPW 14% Other

Public Works: 19 hrs.

DDA: 2.5 hrs. 1 hr. Overtime

Standby: 4hrs.

Water Plant: 39.25 hrs. 12.25 hr. Overtime

Water Dist: 2 hrs. .5 Overtime

Equipment Maintenance: 89.25 hrs. .5 hr. Overtime

Vacation: 16 hrs.

Dept. of Public Works, City of Lowell

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

Posted Totals by Invoice #

Report Date: 09/02/2015

Period From: 08/01/2015 To: 08/31/2015

Invoice Number	Date	Name	Total	Charge Sales!
000907	08/04/2015	Cemetery	1,592.00	0.00
000908	08/05/2015	Cemetery	228.30	0.00
000909	08/05/2015	Cemetery	145.65	0.00
000910	08/21/2015	Cemetery	182.92	0.00
000911	08/26/2015	Street Dept.	165.11	0.00
000912	08/26/2015	Street Dept.	31.50	0.00
000913	08/26/2015	Street Dept.	64.68	0.00
000914	08/31/2015	City Hall, Organization.	63.00	0.00
000915	08/31/2015	Police	63.00	0.00
000916	08/31/2015	Street Dept.	1,410.72	0.00
000917	08/31/2015	Water Distribution, Organization	130.87	0.00
Grand Totals:			\$4,077.75	\$0.00
Number of Invoices:		11	* - Indicates a Counter Sale ! - Indicates amount charged at time of posting	
Averages:			370.70	0.00

STREETS DEPARTMENT

AUGUST 2015

Major & Local Streets

Snow and Ice Control

Pot holes:

3 Tons - pot holes filled with cold patch
7 Tons - of hot mix put down

Storm drains and ditches:

Cleaned off catch basins throughout the City

Parking Lots

Weekly trash pickup D.D.A.
Painted all parking lines in City parking lots

Public Works:

Cleaned up back parking lot of D.P.W.

Airport:

Sidewalks:

Painted crosswalks

Trees, bushes, shrubs trimming and removal:

Traffic & Signs:

Set up signs for the fair
Put up two new 25 mph signs on N. Jefferson

Misc:

Picked up trash weekly downtown.
Put equipment back into foreman building
Painted stop bars, arrows & school symbols.

PARKS

AUGUST 2015

Creekside Park

- Picked up trash every day
- Cleaned picnic area
- Trimmed trees and cut down dead trees
- Painted parking lot line

Stoney Lakeside Park

- Picked up trash every day
- Trimmed Trees
- Put weed killer down
- Painted parking lot lines

Recreation Park

- Rec Ballfield - Ground maintenance under contract
- Burch football field – ground maintenance under contract
- Weekly trash pickup
- Put weed killer down

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
- Trimmed trees at D.P.W. & Fire Station
- Painted parking lines
- Worked on sprinkler system at Fire Station
- Worked on road going through fairgrounds.

Misc.

- Set up City Hall weekly
- Put sealer on riverwalk decks
- Weekly D.D.A. trash pick up

August 2015 Sexton's Report

Total of Burials: 2 of those were: full:1 cremations: 1 Year to date 16 compared with 26 last year at this time.

Oakwood: Spent 278.5 hr's and 2 hr's ot .

- Needed to pick up a lot of twigs and branches from the wind.
- Spent a lot of time mowing.
- Watered the graves we soded this year.
- Spent time doing routine maintenance on the mowers
- Helped a few people locate their relatives buried here.
- Cut out the dying lower branches of trees so the snow plow trucks won't hit them.
- Finished whipping the cemetery again.
- Weeded the wood chip saucers around trees.

CITY Hall – LPD: Spent 10.25 hr's mowing and trimming. Got 10 cases of copy paper.

Englehardt Library: Spent 30.75 hr's doing the following:

- Weeding around the building and tree saucers
- Filled soap dispensers.
- Mowed and trimmed each week.

D.P.W. Spent 16.5 hr's weeding the DPW building and mowed the south each week. Had Bruce water trees in the fair grounds.

D.D.A. Spent 76.5 hr's

- Mowed and trimmed each week
- Weeding all the planting beds and the cracks
- We began to dead headed all the daylilies
- Sprayed weeds in cracks of the sidewalks.

Museum: Spent 3 hr's mowing, trimming and weeding. Pruned rose bushes.

Parks: spent 12 hr's watering trees.

Loc. Maint. lent Bruce to help Scott for 5 hr's

09/02/2015

AUG

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB15900893	12142 BOWES ST SE	08/05/2015	41-20-10-100-005	DEMOLITION OF HOUSE	50.00	5,250
PB15900913	429 N WASHINGTON ST SE	08/12/2015	41-20-02-279-001	INTERIOR REMODEL - 3	150.00	27,000
PB15900900	1070 N HUDSON ST	08/17/2015	41-20-02-126-052	NEW ELECTRONIC SIGN	155.00	20,000
PB15900792	1580 CAROL LYNN DR SE	08/20/2015	41-20-03-416-009	ATTACHED GARAGE	182.00	28,137

Total Permits:

4

Total Fee Amount:

537.00

Total Const. Value:

80,387

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE15901140	724 RIVERSIDE DR	08/06/2015	41-20-02-183-001		60.00	0
PE15901162	210 E MAIN ST SE	08/10/2015	41-20-02-413-021	ADD TO PE15900819	81.00	0
PE15901163	1300 HIGHLAND HILL DR SE	08/10/2015	41-20-01-178-016	RESIDENCE	247.00	0
PE15901170	750 HILLSIDE CT SE	08/12/2015	41-20-01-101-045	ADDITION TO RESIDENC	136.00	0
PE15901207	350 N CENTER ST	08/19/2015	41-20-02-302-009	29	150.00	0
PE15901228	1695 GEE DR SE	08/21/2015	41-20-03-251-021	DETACHED ACCESSORY	81.00	0
PE15901235	2212 GEE DR SE	08/24/2015	41-20-03-326-033		65.00	0
PE15901255	604 E MAIN ST SE	08/26/2015	41-20-02-433-001		116.00	0
PE15901256	889 HILLSIDE CT	08/26/2015	41-20-01-101-005	Service to be converted from	65.00	0
PE15901287	1281 HIGHLAND HILL DR SE	08/31/2015	41-20-01-178-051	RESIDENCE	247.00	0

Total Permits:

10

Total Fee Amount:

1,248.00

Total Const. Value:

0

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM15901825	1300 HIGHLAND HILL DR SE	08/10/2015	41-20-01-178-016	RESIDENCE	205.00	0
PM15901845	750 HILLSIDE CT SE	08/12/2015	41-20-01-101-045	ADDITION TO RESIDENC	80.00	0
PM15901947	210 E MAIN ST SE	08/24/2015	41-20-02-413-021	INTERIOR REMODELCAI	30.00	0
PM15901955	2255 GEE DR SE	08/24/2015	41-20-03-176-017	RESIDENCE W/DECK	195.00	0

09/02/2015

AUG

CITY OF LOWELL - PERMIT LIST

PM15901971	2212 GEE DR SE	08/27/2015	41-20-03-326-033	HVAC new construction	250.00	0
PM15901996	1281 HIGHLAND HILL DR SE	08/31/2015	41-20-01-178-051	RESIDENCE	200.00	0
Total Permits:		6				
Total Fee Amount:		960.00				
Total Const. Value:		0				
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP15900810	240 ELIZABETH DEAN	08/10/2015	41-20-03-417-008		55.00	0
PP15900823	750 HILLSIDE CT SE	08/12/2015	41-20-01-101-045	ADDITION TO RESIDENC	135.00	0
PP15900832	429 N WASHINGTON ST SE	08/14/2015	41-20-02-279-001	INTERIOR REMODEL3 B,	138.00	0
Total Permits:		3				
Total Fee Amount:		328.00				
Total Const. Value:		0				

Grand Total Permits: 23

Grand Total Permit Fee: 3,073.00

Grand Total Const. Value: \$80,387

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 101 - GENERAL FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	387,100.00	14,522.94	7,020.20	372,577.06	3.75
FINES	FINES AND FOREFEITURES	9,550.00	1,203.08	456.08	8,346.92	12.60
INT	INTEREST AND RENTS	2,600.00	0.00	0.00	2,600.00	0.00
LICPER	LICENSES AND PERMITS	38,200.00	10,140.89	9,915.89	28,059.11	26.55
LOCAL	LOCAL CONTRIBUTIONS	14,600.00	0.00	0.00	14,600.00	0.00
OTHER	OTHER REVENUE	28,104.00	15,382.47	14,325.47	12,721.53	54.73
STATE	STATE GRANTS	366,250.00	0.00	0.00	366,250.00	0.00
TAXES	TAXES	1,892,400.00	287,047.07	225,188.94	1,605,352.93	15.17
TRANSIN	TRANSFERS IN	144,850.00	0.00	0.00	144,850.00	0.00
TOTAL Revenues		2,883,654.00	328,296.45	256,906.58	2,555,357.55	11.38
Expenditures						
000		0.00	7,522.91	4,543.14	(7,522.91)	100.00
101	COUNCIL	17,940.00	189.88	157.48	17,750.12	1.06
172	MANAGER	112,900.00	14,261.07	9,416.71	98,638.93	12.63
191	ELECTIONS	8,500.00	33.85	0.00	8,466.15	0.40
209	ASSESSOR	44,200.00	5,846.85	3,305.37	38,353.15	13.23
210	ATTORNEY	30,000.00	2,065.00	2,065.00	27,935.00	6.88
215	CLERK	136,100.00	18,165.43	10,010.74	117,934.57	13.35
253	TREASURER	219,850.00	19,136.43	11,208.51	200,713.57	8.70
265	CITY HALL	123,900.00	22,945.37	13,641.94	100,954.63	18.52
276	CEMETERY	101,750.00	14,800.53	10,525.53	86,949.47	14.55
294	UNALLOCATED MISCELLANEOUS	45,014.00	1,961.00	1,961.00	43,053.00	4.36
301	POLICE DEPARTMENT	666,600.00	111,876.75	79,972.45	554,723.25	16.78
305	CODE ENFORCEMENT	103,400.00	10,244.33	5,497.59	93,155.67	9.91
336	FIRE	142,000.00	30,239.31	30,239.31	111,760.69	21.30
400	PLANNING & ZONING	51,800.00	3,387.31	1,656.33	48,412.69	6.54
441	DEPARTMENT OF PUBLIC WORKS	224,850.00	31,648.25	19,386.88	193,201.75	14.08
442	SIDEWALK	5,600.00	30.54	9.65	5,569.46	0.55
523	TRASH	45,000.00	5,606.00	3,546.00	39,394.00	12.46
728	ECONOMIC DEVELOPMENT	24,000.00	2,406.62	1,365.86	21,593.38	10.03
747	CHAMBER/RIVERWALK	3,500.00	354.65	180.93	3,145.35	10.13
751	PARKS	146,000.00	18,094.82	12,444.02	127,905.18	12.39
757	SHOWBOAT	1,600.00	99.07	53.12	1,500.93	6.19
774	RECREATION CONTRIBUTIONS	3,000.00	0.00	0.00	3,000.00	0.00
790	LIBRARY	72,300.00	13,522.14	9,029.48	58,777.86	18.70
803	HISTORICAL DISTRICT COMMISSION	250.00	0.00	0.00	250.00	0.00
804	MUSEUM	35,900.00	7,370.57	5,853.09	28,529.43	20.53
965	TRANSFERS OUT	517,700.00	0.00	0.00	517,700.00	0.00

TOTAL Expenditures 2,883,654.00 341,808.68 236,070.13 2,541,845.32 11.85

TOTAL REVENUES 2,883,654.00 328,296.45 256,906.58 2,555,357.55 11.38
TOTAL EXPENDITURES 2,883,654.00 341,808.68 236,070.13 2,541,845.32 11.85
NET OF REVENUES & EXPENDITURES 0.00 (13,512.23) 20,836.45 13,512.23 100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDC USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	150.00	0.00	0.00	150.00	0.00
OTHER	OTHER REVENUE	189,400.00	0.00	0.00	189,400.00	0.00
TRANSIN	TRANSFERS IN	236,000.00	0.00	0.00	236,000.00	0.00
TOTAL Revenues		425,550.00	0.00	0.00	425,550.00	0.00
Expenditures						
000		0.00	82.18	35.40	(82.18)	100.00
450	CAPITAL OUTLAY	340,000.00	0.00	0.00	340,000.00	0.00
463	MAINTENANCE	39,250.00	1,152.10	557.50	38,097.90	2.94
474	TRAFFIC	8,000.00	101.87	26.01	7,898.13	1.27
478	WINTER MAINTENANCE	42,100.00	369.81	107.88	41,730.19	0.88
483	ADMINISTRATION	46,000.00	0.00	0.00	46,000.00	0.00
TOTAL Expenditures		475,350.00	1,705.96	726.79	473,644.04	0.36
TOTAL REVENUES		425,550.00	0.00	0.00	425,550.00	0.00
TOTAL EXPENDITURES		475,350.00	1,705.96	726.79	473,644.04	0.36
NET OF REVENUES & EXPENDITURES		(49,800.00)	(1,705.96)	(726.79)	(48,094.04)	3.43

PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
INT	INTEREST AND RENTS	150.00	0.00	0.00	150.00	0.00
OTHER	OTHER REVENUE	70,700.00	0.00	0.00	70,700.00	0.00
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
TOTAL Revenues		250,850.00	0.00	0.00	250,850.00	0.00
Expenditures						
000		0.00	618.32	526.97	(618.32)	100.00
450	CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00
463	MAINTENANCE	64,600.00	5,366.34	2,294.07	59,233.66	8.31
474	TRAFFIC	8,100.00	408.53	258.23	7,691.47	5.04
478	WINTER MAINTENANCE	61,200.00	754.48	217.87	60,445.52	1.23
483	ADMINISTRATION	27,800.00	0.00	0.00	27,800.00	0.00
906	DEBT SERVICE	76,600.00	72,178.75	0.00	4,421.25	94.23
TOTAL Expenditures		243,300.00	79,326.42	3,297.14	163,973.58	32.60
TOTAL REVENUES		250,850.00	0.00	0.00	250,850.00	0.00
TOTAL EXPENDITURES		243,300.00	79,326.42	3,297.14	163,973.58	32.60
NET OF REVENUES & EXPENDITURES		7,550.00	(79,326.42)	(3,297.14)	86,876.42	1,050.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 08/31/2015

DB: Lowell

		2015-16		ACTIVITY FOR			
GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 08/31/2015	MONTH 08/31/2015	AVAILABLE BALANCE	% BDT USED	
Fund 238 - HISTORICAL DISTRICT FUND							
Revenues							
INT	INTEREST AND RENTS	200.00	0.00	0.00	200.00	0.00	
OTHER	OTHER REVENUE	50,000.00	0.00	0.00	50,000.00	0.00	
TOTAL Revenues		50,200.00	0.00	0.00	50,200.00	0.00	
Expenditures							
000		50,000.00	157.00	0.00	49,843.00	0.31	
TOTAL Expenditures		50,000.00	157.00	0.00	49,843.00	0.31	
TOTAL REVENUES		50,200.00	0.00	0.00	50,200.00	0.00	
TOTAL EXPENDITURES		50,000.00	157.00	0.00	49,843.00	0.31	
NET OF REVENUES & EXPENDITURES		200.00	(157.00)	0.00	357.00	78.50	

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
INT	INTEREST AND RENTS	1,000.00	0.00	0.00	1,000.00	0.00
TAXES	TAXES	625,000.00	312,000.00	272,000.00	313,000.00	49.92
TOTAL Revenues		626,000.00	312,000.00	272,000.00	314,000.00	49.84
Expenditures						
000		0.00	1,745.20	707.93	(1,745.20)	100.00
450	CAPITAL OUTLAY	150,000.00	0.00	0.00	150,000.00	0.00
463	MAINTENANCE	82,200.00	11,498.46	6,294.08	70,701.54	13.99
483	ADMINISTRATION	36,800.00	1,918.83	1,034.87	34,881.17	5.21
740	COMMUNITY PROMOTIONS	70,000.00	80.41	80.41	69,919.59	0.11
965	TRANSFERS OUT	143,850.00	0.00	0.00	143,850.00	0.00
TOTAL Expenditures		482,850.00	15,242.90	8,117.29	467,607.10	3.16
TOTAL REVENUES		626,000.00	312,000.00	272,000.00	314,000.00	49.84
TOTAL EXPENDITURES		482,850.00	15,242.90	8,117.29	467,607.10	3.16
NET OF REVENUES & EXPENDITURES		143,150.00	296,757.10	263,882.71	(153,607.10)	207.30

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDT
		AMENDED	BUDGET	08/31/2015		MONTH	08/31/2015	BALANCE	USED

Fund 260 - DESIGNATED CONTRIBUTIONS

Revenues

INT	INTEREST AND RENTS	4,300.00		0.00		0.00		4,300.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	10,000.00		0.00		0.00		10,000.00	0.00
OTHER	OTHER REVENUE	20,000.00		0.00		0.00		20,000.00	0.00

TOTAL Revenues

34,300.00	0.00	0.00	34,300.00	0.00
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Expenditures

443	ARBOR BOARD	20,000.00		0.00		0.00		20,000.00	0.00
751	PARKS	10,000.00		0.00		0.00		10,000.00	0.00
758	DOG PARK	4,000.00		98.88		24.44		3,901.12	2.47
759	COMMUNITY GARDEN	300.00		0.00		0.00		300.00	0.00

TOTAL Expenditures

34,300.00	98.88	24.44	34,201.12	0.29
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TOTAL REVENUES

34,300.00	0.00	0.00	34,300.00	0.00
-----------	------	------	-----------	------

TOTAL EXPENDITURES

34,300.00	98.88	24.44	34,201.12	0.29
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NET OF REVENUES & EXPENDITURES

0.00	(98.88)	(24.44)	98.88	100.00
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PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)						
Expenditures						
906	DEBT SERVICE	0.00	200.00	0.00	(200.00)	100.00
TOTAL Expenditures		0.00	200.00	0.00	(200.00)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES		0.00	200.00	0.00	(200.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(200.00)	0.00	200.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT
		AMENDED BUDGET	08/31/2015	MONTH 08/31/2015	BALANCE	USED

Fund 581 - AIRPORT FUND

Revenues

INT	INTEREST AND RENTS	0.00	2,880.00	1,440.00	(2,880.00)	100.00
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TOTAL Revenues		0.00	2,880.00	1,440.00	(2,880.00)	100.00
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Expenditures

000		0.00	4,795.61	1,122.51	(4,795.61)	100.00
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TOTAL Expenditures		0.00	4,795.61	1,122.51	(4,795.61)	100.00
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TOTAL REVENUES		0.00	2,880.00	1,440.00	(2,880.00)	100.00
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TOTAL EXPENDITURES		0.00	4,795.61	1,122.51	(4,795.61)	100.00
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NET OF REVENUES & EXPENDITURES		0.00	(1,915.61)	317.49	1,915.61	100.00
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,048,000.00	54,426.62	3,794.93	993,573.38	5.19
INT	INTEREST AND RENTS	2,000.00	0.00	0.00	2,000.00	0.00
OTHER	OTHER REVENUE	0.00	73.79	0.00	(73.79)	100.00
TOTAL Revenues		1,050,000.00	54,500.41	3,794.93	995,499.59	5.19
Expenditures						
000		0.00	128.04	55.44	(128.04)	100.00
550	TREATMENT	476,800.00	45,120.00	45,120.00	431,680.00	9.46
551	COLLECTION	90,150.00	6,175.82	3,957.63	83,974.18	6.85
552	CUSTOMER ACCOUNTS	85,800.00	8,356.28	4,510.77	77,443.72	9.74
553	ADMINISTRATION	155,300.00	0.00	0.00	155,300.00	0.00
TOTAL Expenditures		808,050.00	59,780.14	53,643.84	748,269.86	7.40
TOTAL REVENUES		1,050,000.00	54,500.41	3,794.93	995,499.59	5.19
TOTAL EXPENDITURES		808,050.00	59,780.14	53,643.84	748,269.86	7.40
NET OF REVENUES & EXPENDITURES		241,950.00	(5,279.73)	(49,848.91)	247,229.73	2.18

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDT
		AMENDED	BUDGET	08/31/2015	08/31/2015	MONTH	08/31/2015	BALANCE	USED

Fund 591 - WATER FUND

Revenues									
CHARGES	CHARGES FOR SERVICES	993,950.00		49,953.58	1,095.88			943,996.42	5.03
INT	INTEREST AND RENTS	6,320.00		835.00	410.00			5,485.00	13.21
OTHER	OTHER REVENUE	1,000.00		5,362.97	2,548.16			(4,362.97)	536.30

TOTAL Revenues		1,001,270.00		56,151.55	4,054.04			945,118.45	5.61
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Expenditures									
000		0.00		194.49	85.00			(194.49)	100.00
570	TREATMENT	317,000.00		50,252.43	23,777.28			266,747.57	15.85
571	DISTRIBUTION	216,890.00		15,003.94	8,535.91			201,886.06	6.92
572	CUSTOMER ACCOUNTS	89,400.00		8,372.76	4,519.92			81,027.24	9.37
573	ADMINISTRATION	266,456.00		13,942.50	9,240.00			252,513.50	5.23

TOTAL Expenditures		889,746.00		87,766.12	46,158.11			801,979.88	9.86
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TOTAL REVENUES		1,001,270.00		56,151.55	4,054.04			945,118.45	5.61
TOTAL EXPENDITURES		889,746.00		87,766.12	46,158.11			801,979.88	9.86
NET OF REVENUES & EXPENDITURES		111,524.00		(31,614.57)	(42,104.07)			143,138.57	28.35

PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	77,700.00	0.00	0.00	77,700.00	0.00
OTHER	OTHER REVENUE	1,300.00	0.00	0.00	1,300.00	0.00
TOTAL Revenues		79,000.00	0.00	0.00	79,000.00	0.00
Expenditures						
000		79,000.00	9,504.00	7,815.00	69,496.00	12.03
TOTAL Expenditures		79,000.00	9,504.00	7,815.00	69,496.00	12.03
TOTAL REVENUES		79,000.00	0.00	0.00	79,000.00	0.00
TOTAL EXPENDITURES		79,000.00	9,504.00	7,815.00	69,496.00	12.03
NET OF REVENUES & EXPENDITURES		0.00	(9,504.00)	(7,815.00)	9,504.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 08/31/2015

		2015-16		ACTIVITY FOR		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 08/31/2015	MONTH 08/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	524.61	0.00	(524.61)	100.00
INT	INTEREST AND RENTS	0.00	74.28	0.00	(74.28)	100.00
OTHER	OTHER REVENUE	0.00	1,556.95	1,556.95	(1,556.95)	100.00
TOTAL Revenues		0.00	2,155.84	1,556.95	(2,155.84)	100.00
Expenditures						
000		0.00	(10,291.14)	(5,953.88)	10,291.14	100.00
895	FLEET MAINT. & REPLACEMENT	0.00	20,842.22	14,512.22	(20,842.22)	100.00
TOTAL Expenditures		0.00	10,551.08	8,558.34	(10,551.08)	100.00
TOTAL REVENUES		0.00	2,155.84	1,556.95	(2,155.84)	100.00
TOTAL EXPENDITURES		0.00	10,551.08	8,558.34	(10,551.08)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(8,395.24)	(7,001.39)	8,395.24	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 08/31/2015

Fund 711 - CEMETERY FUND		2015-16		ACTIVITY FOR	
Revenues		AMENDED	YTD BALANCE	MONTH	AVAILABLE
CHARGES	CHARGES FOR SERVICES	BUDGET	08/31/2015	08/31/2015	BALANCE
					% BDT USED
TOTAL Revenues		0.00	5,000.00	4,000.00	100.00
TOTAL REVENUES		0.00	5,000.00	4,000.00	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	5,000.00	4,000.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 08/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	10,000.00	1,255.98	(80.67)	8,744.02	12.56
TOTAL Revenues		10,000.00	1,255.98	(80.67)	8,744.02	12.56
Expenditures						
000		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL Expenditures		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL REVENUES		10,000.00	1,255.98	(80.67)	8,744.02	12.56
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,255.98	(80.67)	(1,255.98)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDT USED
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Fund 715 - LOOK FUND

Revenues						
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INT	INTEREST AND RENTS	0.00	8,757.03	6.56	(8,757.03)	100.00
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TOTAL Revenues		0.00	8,757.03	6.56	(8,757.03)	100.00
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TOTAL REVENUES		0.00	8,757.03	6.56	(8,757.03)	100.00
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TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
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NET OF REVENUES & EXPENDITURES		0.00	8,757.03	6.56	(8,757.03)	100.00
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TOTAL REVENUES - ALL FUNDS		6,410,824.00	770,997.26	543,678.39	5,639,826.74	12.03
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TOTAL EXPENDITURES - ALL FUNDS		5,956,250.00	610,936.79	365,533.59	5,345,313.21	10.26
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NET OF REVENUES & EXPENDITURES		454,574.00	160,060.47	178,144.80	294,513.53	35.21
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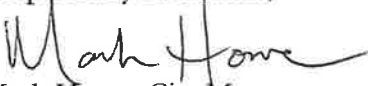


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CITY MANAGER'S REPORT
September 21, 2015

1. We had an opportunity to work with the contractor that won the North Grove/High Streets project bid to improve North Washington from Fremont to the city limits by crushing and shaping the asphalt to turn it into a crushed asphalt surface. We sought extensive public input on this before making a decision. A separate memo on this has been forwarded to you for your information.
2. We installed a sign announcing the South Monroe parking lot to be completed in the spring of 2016 and also distributed laminated 8½ x 11 copies to the businesses for them to display in their windows.
3. The Downtown Development Authority provided input into a written process we are developing for processing Redevelopment Liquor Licenses. While this is an administrative process that leads to a council recommendation to the Michigan Liquor Control commission, I would like to maximize transparency and public input about the process and will be providing a draft to you for your review.
4. We have had an opportunity to review the pavement marking plans prepared by MDOT for the M-21 project next year. We are planning to work with MDOT to implement the Downtown Placemaking Plan recommendations by painting the proposed bump-outs and adding parking on both sides of Main Street from Monroe to the east. This will narrow the travel lanes and the parking spots to the narrowest standards.
5. Work will begin September 21 on the Washington/Jefferson/Jackson Streets project and September 28 on the North Grove/High Streets project. We have been providing notice and information to area businesses and residents.

Respectfully submitted,


Mark Howe, City Manager