

CITY OF LOWELL
CITY COUNCIL AGENDA
DECEMBER 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. December 7, 2015 – Regular Session 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
 - c. Boards and Commissions
 - d. Light & Power Budget Amendment
 - e.
7. NEW BUSINESS
 - a. Snowplowing Agreement - Airport
 - b.
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, December 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. December 7, 2015 – Regular Session Meeting
4. ACCOUNTS PAYABLE
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS

a. Strategic Goals Report

The report is attached for your review.

b. Pending Council Projects Report

The report is attached for your review.

c. Boards and Commissions

At your previous meeting you wanted this to be a regular agenda item to allow for discussion on activities of the various boards and commissions.

d. Light & Power Budget Amendment

You tabled a proposed amendment to the Light & Power budget to give council members an opportunity to tour Light & Power facilities. My understanding is that these tours have taken place.

Recommended Motion: That the Lowell City Council approve the Lowell Light & Power budget amendment.

7. NEW BUSINESS

a. Snowplowing Agreement - Airport

As reported earlier, the Fixed Base Operator at the Airport, Williams Air Power, will be leaving as of early April, 2016. The Airport Board has obtained bids for snowplowing the Airport during the upcoming winter months and has recommended approval of the attached agreement with Scenic Expressions.

Recommended Motion: That the Lowell City Council approve the snowplowing agreement between the City of Lowell and Scenic Expressions LLC.

8. MONTHLY REPORTS

9. COUNCIL COMMENTS

Mike DeVore

Alan Teelander

Jeff Phillips

Jeff Altoft

Jim Hodges

10. MANAGER'S REPORT

The report is attached for your review.

11. APPOINTMENTS

LCTV Endowment Board
Vacancy

12/31/2016

12. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, DECEMBER 7, 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 Clerk Susan Ullery.

Present: Councilmembers Jeff Altoft, Mike Devore, Jeff Phillips, Alan Teelander and Mayor Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, City Clerk Susan Ullery, City Treasurer Suzanne Olin, Police Chief Steve Bukala, DPW Director Ron Woods and L&P Greg Pierce.

2. APPROVAL OF THE AGENDA.

Councilmember Altoft wanted to add a new agenda item, "#8 Board Reports".

IT WAS MOVED BY ALTOFT and seconded by TEELANDER to approve the agenda as amended.

City Manager Howe explained if the Council chooses to change the order of business you should first make a motion to suspend the rules.

Teelander and Altoft both withdrew their motion.

IT WAS MOVED BY ALTOFT and seconded by TEELANDER to suspend the rules.

YES: 4. NO: 1. (Mayor Hodges) ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY TEELANDER and seconded by DEVORE to approve the agenda as modified.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

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

IT WAS MOVED BY TEELANDER and seconded by ALTOFT to approve the regular minutes of the November 16, 2015 meeting as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

4. APPROVAL OF THE ACCOUNTS PAYABLE.

IT WAS MOVED BY TEELANDER and seconded by PHILLIPS to approve the accounts payable as presented.

YES: Councilmembers Altoft, Devore, Phillips, Teelander and Mayor Hodges. NO: None.

ABSENT: None.

MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (12/07/2015)

General Fund	\$29,739.28
Major Street Fund	\$520.40
Local Street Fund	\$10,139.93
Downtown Development Fund	\$4,736.00
Airport Fund	\$2,131.14
Wastewater Fund	\$44,921.05
Water Fund	\$5,132.59
Data Processing Fund	\$3,438.12
Equipment Fund	\$15,120.52
Current Tax Collected	\$471.33

5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA. No comments were received.

6. OLD BUSINESS.

a. Strategic Goals Report. City Manager Howe stated a final report has been completed by Prein & Newhoff. They are prepared to make a presentation to the council giving some history on the analysis leading up to obtaining the DEQ SAW Grant and the decision to move the wastewater lift station.

b. Pending Council Projects Report. Nothing new to report.

7. NEW BUSINESS

1. 2016 City Council Meeting Dates. The proposed dates for the 2016 City Council meetings were presented.

IT WAS MOVED BY TEELANDER and seconded by PHILLIPS to approve the 2016 City Council meeting dates.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

2. Light & Power Budget Amendment. City Manager Howe discussed a memo from Greg Pierce requesting an amendment to the Lowell Light & Power budget. Teelander stated that he had the opportunity to tour the Light & Power facility and said it was enlightening. He suggested the other Councilmembers have the same tour prior to voting on this amendment. DeVore agreed that he would like more information and the opportunity to tour the facility prior to voting.

IT WAS MOVED BY DEVORE and seconded by TEELANDER to table this topic until the next meeting to give the new members time to look into the matter more and get a tour of the facility.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

3. MuniCode Update. The Code of Ordinances is stored online through a partnership with MuniCode and the code requires that we provide periodic supplementation. The current code was last updated on September 28, 2012 and there have been a number of ordinance updates since that time. The cost of the supplement is \$4,045 which is included in the budget for the Data Processing Fund, although we have a current credit with MuniCode which means our net cost will be \$2,895.

IT WAS MOVED BY TEELANDER and seconded by DEVORE to approve the MuniCode update.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

4. Discussion: Council 101 and Future Council Training. City Manager Howe stated Peter Letzmann is scheduled for Council 101 training on December 21 following the regular council meeting. Mr. Letzmann has provided similar, as well as in-depth, training for the City of Lowell for several years. He is a former municipal attorney and is currently working with the Michigan Municipal League to publish an educational article on municipal government.

Mr. Letzmann's training will give you basics on rules and responsibilities with the council and running effective meetings that comply with the open meetings act. Beyond that, we provide on-going education to the council to give you the basics on city operations as well as update you on upcoming policy discussion and direction that will need to occur in order to keep city government moving forward. The cost is approximately \$800. The City will also provide ongoing education regarding city operations, background and upcoming policy issues.

IT WAS MOVED BY TEELANDER and seconded by PHILLIPS to approve the meeting with Peter Letzmann.

YES: 4. NO: 1 (DeVore). ABSENT: 0. MOTION CARRIED.

8. BOARD & COMMISSIONS REPORT. The following comments were made:

Airport Board – looking for a new mechanic
Arbor Board – vacancy on the board
Board of Review – no comments
Building Authority – no comments
Construction Board of Appeals – no comments
Downtown Development Authority – two upcoming vacancies at the end of the year
Downtown Historic Commission – no comments
LCTV Endowment Board – They organized and will meet again on March 3.
Light and Power Board – No comments
Local Officers Compensation Commission – No comments
Look Memorial Fund Committee – They met on November 18 and Mayor Hodges will have information on their disbursements at the next council meeting.
Lowell Area Fire and Emergency Services Authority – Frank Martin has turned in his resignation to retire.
Lowell Area Recreation Authority – No comments
Parks and Recreation Commission – No comments
Planning Commission – No comments

IT WAS MOVED BY ALTOFT and seconded by TEELANDER to suspend the rules.

YES: 4. NO: 1 (Hodges). ABSENT: 0. MOTION CARRIED.

Mayor Hodges and Councilmember Teelander both volunteered to serve on the Planning Commission.

All in favor of Teelander – Yes: 4 No: 1(Hodges) All in favor of Hodges – Yes: 1 (Hodges) No: 4.

Chamber of Commerce – will meet on December 8
Greater Lowell Alliance – will meet in January

9. **COUNCIL COMMENTS.** Councilmember DeVore rode along with Detective Lauren recently and is planning to do the same with Officer Hurst. He encouraged others to do the same.

Councilmember Teelandier had a question from the local seniors regarding the new Lowell logo and asked about the history of it, why it was changed and asked if any public input was received. City Manager Howe responded nothing new has been added but a few blue swirls. The design started prior to Howe getting hired. Mayor Hodges added that the swirls are supposed to symbolically represent two rivers.

Councilmember Teelandier discussed a power outage in rental units that happened over the holiday weekend. Can we create some clarity on rental property responsibilities and requirements?

Councilmember Phillips discussed his recent attendance at Coffee with Council and said that he had a great time meeting new people.

Councilmember Altoft would like to have the rental property issues put on the agenda for the next council meeting. Police Chief Bukala noted if there is ever a question in this regard that they are unable to answer, they refer the tenants to the 63rd District Court, as they are the experts on landlord/tenant matters.

Mayor Hodges thanked Liz Baker from the Chamber of Commerce for hosting the last Coffee with Council meeting. He also announced that there will be no Coffee with Council in January. Lowell Light and Power will meet next Thursday at 6:00 pm. He then reiterated that he will have a report regarding the Look Committee and the specifics of the money given out at the next meeting. He thanked Don Gerard for his many years of service. Mayor Hodges then went on to state that he will not be seeking reelection as the Mayor in the upcoming election. He said it has been an honor, privilege and pleasure to serve this community the past 7 years. He will continue to serve on the City Council for the next two years to help serve our community, along with the new Mayor and fellow councilmembers. He thanked the citizens of Lowell, City Manager Howe and councilmembers, the City employees and his wife for her love and support.

10. **CITY MANAGER REPORT.**

1. Frank Martin has announced that he will retire as Fire Chief from the Lowell Area Fire Department early next year. Chief Martin has had a distinguished career with the department lasting more than 42 years.
2. The City is getting ready to launch a Twitter account that will connect with the Facebook page and web site to provide more information and greater transparency in city government operations. Be sure to follow us on Twitter and like us on Facebook.
3. Howe stated he plans to take some extended time off around the holidays to spend time with family and friends.
4. Ron Woods updated the Council on the process used on N. Washington.

11. APPOINTMENTS.

Airport Board

Vacancy – (David Pasquale currently serving) 01/01/2016

Vacancy – (Eric Nelson currently serving) 01/01/2016

Building Authority

Vacancy – (Suzanne Olin currently serving) 01/01/2016

Downtown Development Authority

Vacancy – (Dean Lonick currently serving) 01/01/2016

Vacancy – (Rita Reister appointment) 01/01/2016

Downtown Historic District

Vacancy – (Brian McLane currently serving) 01/01/2016

LCTV Endowment Board

Vacancy – (Barbara Zandstra currently serving) 12/31/2015

Fire Authority

Vacancy – (David Pasquale currently serving) 01/01/2016

Look Memorial Committee

Vacancy – (Tim Van Laan – appointment) 12/07/2016

Lowell Area Recreation Authority

Vacancy – (Perry Beachum currently serving) 01/01/2016

Parks and Recreation Commission

Vacancy – (Perry Beachum currently serving) 01/01/2016

IT WAS MOVED BY TEELANDER and seconded by ALTOFT to approve the appointments as presented.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY TEELANDER and seconded by ALTOFT to adjourn at 8:20 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Susan Ullery, City Clerk

12/17/2015 11:27 AM
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	LAPONSIE, MARYALENE	WEBSITE CONTENT	200.00	67176
101-172-801.000	PROFESSIONAL SERVICES	PEP TALK	LOGO HATS	300.00	67191
101-172-801.000	PROFESSIONAL SERVICES	SMS COMMUNICATIONS	NEWSLETTER AUG - DEC	1,000.00	67199
101-172-955.000	MISCELLANEOUS EXPENSE	CARDMEMBER SERVICE	STATEMENT OF ACCOUNT	110.00	67154
101-172-955.000	MISCELLANEOUS EXPENSE	WMLGMA	W MI LOCAL GOV MGMT DUES	125.00	67211
Total For Dept 172 MANAGE				1,735.00	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	KENT COUNTY CLERK	GENERAL ELECTION COST	979.37	67172
Total For Dept 191 ELECTI				979.37	
Dept 209 ASSESSOR					
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	ASSESSING OFFICE EXPENSES	46.00	67192
101-209-955.000	MISCELLANEOUS EXPENSE	MICHIGAN ASSESSOR ASSOCIA MI ASSESSORS ASSOC MEMBER		75.00	67184
Total For Dept 209 ASSESS				121.00	
Dept 215 CLERK					
101-215-900.000	PRINTING	LOWELL LEDGER	STATEMENT OF ACCOUNT	184.74	67180
Total For Dept 215 CLERK				184.74	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	NOVEMBER ADMIN FEES	48.50	67164
101-253-801.000	PROFESSIONAL SERVICES	STRATEGIC ACCOUNTING & TA	NOVEMBER ACCOUNTING	325.00	67201
101-253-860.000	TRAVEL EXPENSES	GERARD, LORI	BS&A PAYROLL CLASS MILEAG	64.98	67165
101-253-955.000	MISCELLANEOUS EXPENSE	KCTA	KC TREASURER ASSOC DUES	50.00	67171
Total For Dept 253 TREASU				488.48	
Dept 265 CITY HALL					
101-265-740.000	OPERATING SUPPLIES	MUNDT, THERESA	SAMS CLUB REIMBURSEMENT	113.90	67188
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	163.55	67202
101-265-802.000	CONTRACTUAL	FIRE PROS INC.	LPD SPRINKLER INSPECTION	215.00	67163
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	DPW CABLE	157.35	67155
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	2,095.40	67181
Total For Dept 265 CITY H				2,745.20	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	41.99	67151
101-276-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	18.88	67189
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	103.62	67181
101-276-930.000	REPAIR & MAINTENANCE	TIP TOP GRAVEL CO.	CEMETERY TOP SOIL	69.29	67205
101-276-955.000	MISCELLANEOUS EXPENSE	FINE GARDENING/TAUNTON DI	FINE GARDENING MAGAZINE	29.95	67162
Total For Dept 276 CEMETE				263.73	
Dept 294 UNALLOCATED MISCELLANEOUS					
101-294-955.000	UNALLOCATED MISCELLANEOUS	HOPE NETWORK WEST MICHIGA	MONTHLY STATEMENT NOV 201	320.00	67170
Total For Dept 294 UNALLO				320.00	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	NOVEMBER 2015 STATEMENT	44.75	67200
101-301-740.000	OPERATING SUPPLIES	MUNDT, THERESA	SAMS CLUB REIMBURSEMENT	19.98	67188
101-301-740.000	OPERATING SUPPLIES	TASER INTERNATIONAL	POLICE EQUIPMENT	3,042.09	67203
101-301-740.000	OPERATING SUPPLIES	UNITED SIGN CO. L.L.C.	SIGNAGE	124.00	67208
101-301-742.000	INVESTIGATIVE EXPENSE	MLIVE MEDIA GROUP	POLICE PUBLIC NOTICE	149.26	67187
101-301-743.000	AMMUNITION	MICHIGAN POLICE EQUIPMENT	POLICE AMMO	749.15	67185
101-301-744.000	UNIFORMS	CURTIS CLEANERS	STATEMENT OF ACCOUNT	277.30	67158
101-301-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	LPD COPY MACHING CONTRACT	52.02	67159
101-301-930.000	R & M EQUIPMENT	BARCODE APPLICATIONS, INC	LPD SCANNER	485.14	67150
101-301-931.000	R & M POLICE CARS	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	31.74	67189
101-301-957.000	TRAINING	CARDMEMBER SERVICE	STATEMENT OF ACCOUNT	50.66	67154
101-301-984.000	EQUIPMENT	CARDMEMBER SERVICE	STATEMENT OF ACCOUNT	301.52	67154
Total For Dept 301 POLICE				5,327.61	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	12.49	67151
101-441-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	6.96	67189
101-441-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	STATEMENT OF ACCOUNT	37.93	67197
101-441-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	STATEMENT OF ACCOUNT	19.16	67206
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	228.90	67181
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC CHARGES	846.88	67181
101-441-927.000	REPAIR & MAINT. STREET LI	LOWELL LIGHT & POWER	MAINT OF STREET LIGHTS	213.39	67181
101-441-955.000	MISCELLANEOUS EXPENSE	KING MILLING COMPANY	TAXES ON PARKING LOT	430.32	67175
101-441-955.000	MISCELLANEOUS EXPENSE	KING MILLING COMPANY	SUMMER TAXES 2015 - PARKI	1,261.87	67175
Total For Dept 441 DEPART				3,057.90	
Dept 523 TRASH					
101-523-802.000	CONTRACTUAL	RED CREEK	TRASH & LEAF BAGS	2,950.20	67193
Total For Dept 523 TRASH				2,950.20	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	117.47	67181
Total For Dept 747 CHAMBE				117.47	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	14.95	67151
101-751-740.000	OPERATING SUPPLIES	UNITED SIGN CO. L.L.C.	SIGNAGE	156.00	67208
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	422.67	67181
101-751-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	71.92	67151
101-751-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	STATEMENT OF ACCOUNT	11.38	67197
Total For Dept 751 PARKS				676.92	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	40.92	67181
Total For Dept 757 SHOWBO				40.92	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	78.96	67202
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	897.02	67181
Total For Dept 790 LIBRAR				975.98	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	194.41	67181
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	11.57	67178
Total For Dept 804 MUSEUM				205.98	
Total For Fund 101 GENERA				20,190.50	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	GRAINGER INDUSTRIAL SUPPL	EQUIP R&M/STREETS	60.37	67166
202-463-802.000	CONTRACTUAL	SANISWEEP, INC.	STREET CLEANING	800.00	67196
202-463-802.000	CONTRACTUAL	SANISWEEP, INC.	STREET SWEEPING	3,232.00	67196
Total For Dept 463 MAINTEN				4,092.37	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	O'LEARY PAINT	STREET FUNDS	23.99	67190
Total For Dept 474 TRAFFI				23.99	
Dept 478 WINTER MAINTENANCE					
202-478-740.000	OPERATING SUPPLIES	COMPASS MINERALS	BULK HIGHWAY COARSE W/YPS	3,715.29	67156
Total For Dept 478 WINTER				3,715.29	
Total For Fund 202 MAJOR				7,831.65	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	4.02	67151
203-463-740.000	OPERATING SUPPLIES	GRAINGER INDUSTRIAL SUPPL	EQUIP R&M/STREETS	60.37	67166
203-463-740.000	OPERATING SUPPLIES	MISS DIG SYSTEM, INC.	2016 MISS DIG MEMBERSHIP	294.42	67186

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-802.000	CONTRACTUAL	SANISWEEP, INC.	STREET SWEEPING	3,232.00	67196
Total For Dept 463 MAINTENANCE				3,590.81	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	O'LEARY PAINT	STREET FUNDS	24.00	67190
Total For Dept 474 TRAFFIC				24.00	
Dept 478 WINTER MAINTENANCE					
203-478-740.000	OPERATING SUPPLIES	COMPASS MINERALS	BULK HIGHWAY COARSE W/YPS	3,715.29	67156
203-478-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	STATEMENT OF ACCOUNT	13.76	67197
Total For Dept 478 WINTER				3,729.05	
Total For Fund 203 LOCAL				7,343.86	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	31.96	67151
248-463-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	STATEMENT OF ACCOUNT	8.97	67197
248-463-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	DDA SUPPLIES	24.50	67204
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	950.31	67181
248-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	32.94	67151
248-463-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	10.22	67189
Total For Dept 463 MAINTENANCE				1,058.90	
Total For Fund 248 DOWNTOWN				1,058.90	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 301 POLICE DEPARTMENT					
260-301-740.000	OPERATING SUPPLIES	TASER INTERNATIONAL	POLICE EQUIPMENT	2,272.50	67203
Total For Dept 301 POLICE				2,272.50	
Dept 758 DOG PARK					
260-758-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	50.79	67181
Total For Dept 758 DOG PARK				50.79	
Total For Fund 260 DESIGNATED				2,323.29	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	AIRPORT LIGHTS	21.51	67157
581-000-930.000	REPAIR & MAINTENANCE	BROWN, CASEY	AIRPORT R&M	63.15	67153
581-000-930.000	REPAIR & MAINTENANCE	RYAN PETHERS	CHIMNEY SWEEP AT AIRPORT	140.00	67195
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT INTERNET	50.00	67209
Total For Dept 000				274.66	
Total For Fund 581 AIRPORT				274.66	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC CHARGES	6,089.77	67181
590-000-276.000	Sewer Inside 5/8"	DYKSTRA, JERRY	UB refund for account: 2-	24.81	67160
590-000-276.000	Sewer Inside 5/8"	RUSSELL, NANCY	UB refund for account: 3-	77.93	67194
Total For Dept 000				6,192.51	
Dept 550 TREATMENT					
590-550-802.000	CONTRACTUAL	SUEZ WATER, INC.	PROF SERVICES 9/1-9/30	803.27	67146
590-550-802.000	CONTRACTUAL	SUEZ WATER, INC.	PROF SERVICES 11/1 - 11/3	35,925.00	67146
590-550-930.000	REPAIR & MAINTENANCE	MISS DIG SYSTEM, INC.	2016 MISS DIG MEMBERSHIP	147.21	67186
Total For Dept 550 TREATMENT				36,875.48	
Dept 551 COLLECTION					
590-551-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	STATEMENT OF ACCOUNT	19.99	67206
590-551-744.000	UNIFORMS	ACTION INDUSTRIAL SUPPLY	UNIFORMS	101.65	67147
590-551-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	80.71	67151
590-551-930.000	REPAIR & MAINTENANCE	GRAINGER INDUSTRIAL SUPPL	EQUIP R&M/STREETS	60.37	67166

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 12/11/2015 - 12/17/2015
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 WASTEWATER FUND					
Dept 551 COLLECTION					
		Total For Dept 551 COLLEC		262.72	
		Total For Fund 590 WASTEW		43,330.71	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water	ALEXANDER, RACHAEL & PHIL	UB refund for account: 5-	19.03	67149
591-000-276.000	Landlord Fee	DYKSTRA, JERRY	UB refund for account: 2-	81.93	67160
591-000-276.000	Water	LEPPERT, COLLEEN	UB refund for account: 5-	176.53	67177
591-000-276.000	Water	MCDANNOLD, MELANIE	UB refund for account: 1-	11.01	67183
591-000-276.000	Water	RUSSELL, NANCY	UB refund for account: 3-	73.67	67194
		Total For Dept 000		362.17	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	12.99	67151
591-570-740.000	OPERATING SUPPLIES	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	27.17	67189
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	2,205.66	67148
591-570-802.000	CONTRACTUAL	FIRE PROS INC.	FIRE EXTINGUISHER RECHARG	129.25	67163
591-570-802.000	CONTRACTUAL	FIRE PROS INC.	FIRE EXTINGUISHER INSPECT	77.50	67163
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	3,824.03	67181
591-570-930.000	REPAIR & MAINTENANCE	GRAINGER INDUSTRIAL SUPPL	EQUIP R&M/STREETS	60.37	67166
		Total For Dept 570 TREATM		6,336.97	
Dept 571 DISTRIBUTION					
591-571-744.000	UNIFORMS	ACTION INDUSTRIAL SUPPLY	UNIFORMS	101.65	67147
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC CHARGES	1,429.19	67181
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	104.21	67151
591-571-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	WATER DEPT	180.80	67161
591-571-930.000	REPAIR & MAINTENANCE	MISS DIG SYSTEM, INC.	2016 MISS DIG MEMBERSHIP	147.22	67186
591-571-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	46.72	67189
		Total For Dept 571 DISTRI		2,009.79	
		Total For Fund 591 WATER		8,708.93	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-802.000	CONTRACTUAL	CARDMEMBER SERVICE	STATEMENT OF ACCOUNT	316.80	67154
636-000-802.000	CONTRACTUAL	HASSELBRING-CLARK	OFFICE EQUIP	458.59	67169
		Total For Dept 000		775.39	
		Total For Fund 636 DATA P		775.39	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	GTW	EQUIP SUPPLIES	44.09	67168
661-895-930.000	REPAIR & MAINTENANCE	GRAINGER INDUSTRIAL SUPPL	EQUIP R&M	114.73	67166
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	821.61	67189
661-895-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	STATEMENT OF ACCOUNT	19.74	67197
661-895-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	EQUIP R&M	80.88	67198
661-895-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	EQUIP R&M	20.97	67198
661-895-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	EQUIP R & M	51.54	67198
661-895-930.000	REPAIR & MAINTENANCE	TRUCK & TRAILER SPECIALTI	DPW EQUIP R&M	834.30	67207
661-895-930.000	REPAIR & MAINTENANCE	UNITED SIGN CO. L.L.C.	VEHICLE DECALS- EQUIP	312.00	67208
661-895-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	EQUIP FUND R&M	323.46	67210
661-895-930.000	REPAIR & MAINTENANCE	WOLF KUBOTA	EQUIP R&M	28.03	67212
		Total For Dept 895 FLEET		2,651.35	
		Total For Fund 661 EQUIPM		2,651.35	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	204.50	67173
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	220.35	67179
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	286.67	67173

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	228.86	67174
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	85.34	67167
Total For Dept 000				1,025.72	
Total For Fund 703 CURREN				1,025.72	

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

Fund 101	GENERAL FUND	20,190.50
Fund 202	MAJOR STREET FUN	7,831.65
Fund 203	LOCAL STREET FUN	7,343.86
Fund 248	DOWNTOWN DEVELOP	1,058.90
Fund 260	DESIGNATED CONTR	2,323.29
Fund 581	AIRPORT FUND	274.66
Fund 590	WASTEWATER FUND	43,330.71
Fund 591	WATER FUND	8,708.93
Fund 636	DATA PROCESSING	775.39
Fund 661	EQUIPMENT FUND	2,651.35
Fund 703	CURRENT TAX COLL	1,025.72

95,514.96



STRATEGIC GOALS REPORT

DECEMBER 21, 2015

TIER ONE

1) Street Asset Management Plan: Ron Woods has prepared a draft plan which we are reviewing and hope to bring to you in the future. (12-21-15)

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: A final report has been completed by Prein & Newhoff. They are prepared to make a presentation to the council giving some history on the analysis leading up to obtaining the DEQ SAW Grant and the decision to move the wastewater lift station. (12-7-15)

5) Downtown Trail Connector: LARA would like councilmembers to attend their December 2, 2015, meeting so that their plan and recommended route can be presented. (11-16-15)

✓ **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: There was discussion with the Downtown Development Authority about the concept of hiring a full-time economic development staff person. There seemed to be a consensus on the concept so our next step will be to bring a proposed job description and other details back to the DDA for further consideration. (11-16-15)

CITY OF LOWELL STRATEGIC GOALS REPORT

TIER TWO

1) Promote Accomplishments: We have launched our Twitter account and are posting tweets about city and community events. (12-21-15)

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

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

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

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

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

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

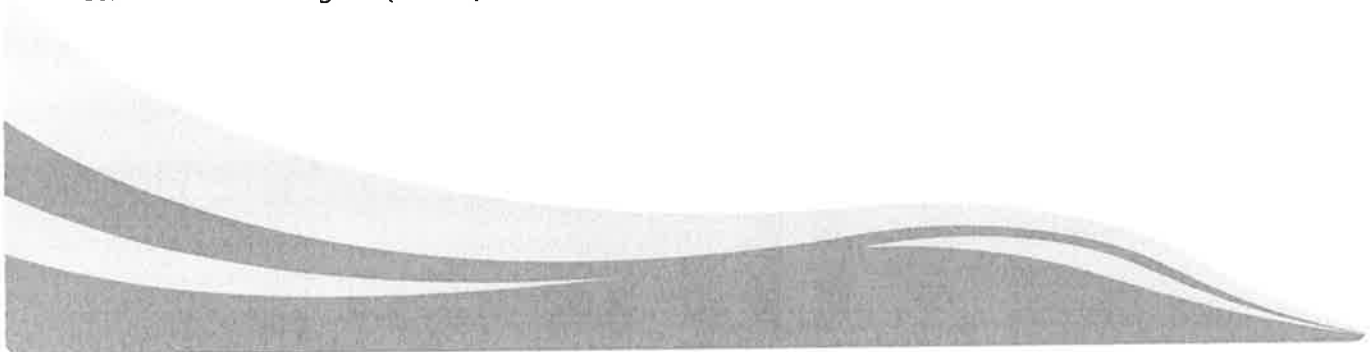
5) Business Development Packet: I have reached out to The Right Place who indicated they can assist us with this project. (7-20-15)

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

December 21, 2015

UPDATES

Underground Electrical Lines – No further update.

Trash Ordinance Update – No further update.

Right of Way Ordinance – No further update.

UPDATES

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.

Lowell Light and Power FY 2016 Operating Budget

Type	FY 2016 Budget
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OPERATING REVENUE

Sales

Residential Sales	2,135,000.00
Residential Renewable Energy Charge	82,500.00
RS: Energy Optimization	28,000.00
Total Residential Sales	2,245,500.00
Commercial Sales (GS)	1,195,000.00
Commercial Sales (GSD)	1,820,000.00
Commercial GS/GSD Renewable Energy Charge	50,500.00
GS/GSD Energy Optimization	30,750.00
Commercial Sales (GSDTO)	2,490,000.00
Commercial Sales (GSDPM)	675,000.00
Commercial GSDTO/GSDPM Renewable Energy Charge	13,464.00
GSDTO/GSDPM Energy Optimization	26,136.00
Total Commercial Sales	6,300,850.00
Security/Standby Light Energy Sales	6,400.00

Total Sales Revenue	8,552,750.00
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Service

Customer Late Charges	68,000.00
Reconnect/Disconnect Fees	2,750.00
Pole Attachment Fees	5,293.00
Meter Charges	7,000.00
Miscellaneous Fees	1,000.00
Miscellaneous Service Revenue	25,000.00
New Account/Account Relocation Fee	8,000.00

Total Service Revenue	117,043.00
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Miscellaneous

Chatham Street Lease	62,025.00
Other Revenue	40,000.00

Total Miscellaneous Revenue	102,025.00
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Total Operating Revenue	8,771,818.00
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OPERATING EXPENSES

Generation

Fuel	75,000.00
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Lowell Light and Power FY 2016 Operating Budget

Type	FY 2016 Budget
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Generation Expenses	85,000.00
Maintenance: Generating & Electrical Equipment	12,000.00
Maintenance: Other Power Generation	10,000.00
Maintenance: Structures	15,000.00
Maintenance: Supervision & Engineering	1,000.00
Miscellaneous Other Power Generation Expenses	35,000.00
Operating Supervision/Engineering	20,000.00
Safety and Training Expense	2,500.00
Tools	2,000.00

Total Generation Expenses	257,500.00
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Purchased Power

AMP Ohio Energy Project	47,500.00
Belle River Project	1,150,000.00
Bio-Digestion Purchased Power Costs	449,703.36
Campbell Number 3 Project	2,075,000.00
Deficiency Capacity Charge	32,000.00
Deficiency Energy Charge	450,000.00
Energy Services Project	175,000.00
Energy Services Project/Deficiency Energy Charge	625,000.00
Granger Energy Project	585,000.00
MMPA Transmission Project	58,000.00
Surplus Energy Credit	(275,000.00)
Transmission Charge	(50,000.00)
Kalkaska: CT Project	365,000.00
MMPA Service Supply Committee Expense	42,500.00

Total Purchased Power Expenses	5,104,703.36
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Distribution

Customer Installation Expense	15,000.00
Load Dispatching	150.00
Maintenance: Line Transformers	10,000.00
Maintenance: Meters	3,500.00
Maintenance: Overhead Lines	22,500.00
Maintenance: Street Lighting	4,000.00
Maintenance: Structures	20,000.00
Maintenance: Substations	20,000.00
Maintenance: Underground Lines	9,000.00
Meter Expenses	1,000.00
Miscellaneous Distribution Expense	37,500.00
Operation Supervision/Engineering	60,000.00
Operation Supervision/Xsmission System	9,000.00
Overhead Line Expenses	10,000.00
Street Lighting Expenses	250.00

Lowell Light and Power FY 2016 Operating Budget

Type	FY 2016 Budget
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Substation Expenses	20,000.00
Safety and Training Expense	19,000.00
Tools	13,500.00
Trucks and Transportation Expense	45,000.00
Tree Trimming Expense	35,000.00
Underground Line Expenses	3,500.00

Total Distribution Expenses	357,900.00
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Customer Accounting

Customer Accounts: Supervision	14,750.00
Customer Assistance Expense	27,000.00
Customer Records/Collections Expense	67,500.00
Customer Service Training	4,000.00
Uncollectible Account Expense	7,500.00
Meter Reading Expense	27,500.00
Miscellaneous Customer Accounts Expense	25,000.00
EOC Program Portfolio	
Residential Program Portfolio	39,174.00
Comm/Indust. Program Portfolio	63,000.00
Portfolio-Level Costs (Admin)	23,000.00
Total EOC Program Portfolio	125,174.00

Total Customer Accounting Expense	298,424.00
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Marketing and Advertising

Advertising Expense	16,500.00
Demonstrating and Selling Expense	8,500.00

Total Marketing and Advertising Expense	25,000.00
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Admin./General/Outside Services

Administrative and General Salaries	165,000.00
Board Conferences and Training	4,500.00
Board Meeting and Related Expense	22,500.00
O/S: Accounting, Legal, Engineering & Consultant	40,000.00

Total Admin/General/Outside Services Expense	232,000.00
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Office, Insurance, & Maintenance

Injuries, Damages, & Safety Expenses	24,000.00
Maintenance: Office Building	12,000.00
Office Supplies, Fees, Dues, Phone, Maintenance	100,000.00
Property/Liability Insurance	30,000.00

Total Office, Insurance, & Maintenance	166,000.00
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Lowell Light and Power FY 2016 Operating Budget

Type	FY 2016 Budget
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Employee Benefits & Other Compensation

Compensated Absences	120,000.00
Employee Pensions & Benefits	390,000.00
OPEB	91,000.00
Other Compensation	42,000.00
Taxes: Social Security & Medicare	70,000.00
Retiree Medical Insurance Coverage	40,000.00

Total Employee Benefits & Other Compensation	753,000.00
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Miscellaneous

Conference/Seminar Expense	55,000.00
Property Tax - Chatham	6,570.00
Miscellaneous General Expenses	8,000.00

Total Miscellaneous Expenses	69,570.00
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Depreciation Expenses

Depreciation Expense	548,000.00
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Total Depreciation Expenses	548,000.00
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Total Operating Expenses	<u>7,812,097.36</u>
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Operating Income (Loss)	<u>959,720.64</u>
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NON-OPERATING REVENUE (EXPENSE)

Interest Income

Interest and Dividend	14,000.00
Interest Income Series 2002	200.00
Interest Income Zero Coupon	0.00
MPPA Trust Fund Change	0.00
MPPA Working Capital Interest	500.00
Fifth Third Investments FMV Change	6,500.00

Total Interest Income	21,200.00
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Interest Expense

Interest Expense on Customer Deposits	75.00
Interest Expense Installment Purchase Loan(s)	770.00
Interest Expense Series 2012 Bonds	84,587.50

Lowell Light and Power FY 2016 Operating Budget

Type	FY 2016 Budget
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Total Interest Expense	85,432.50
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Gain/Loss on Sale of Property/Investment

Gain on Property Disposal	0.00
Gain on Sale of Investments	0.00
Loss on Property Disposal	0.00
Loss on Sale of Investments	0.00

Total Gain/Loss on Sale of Property/Investments	0.00
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Transfers

PILOT - City of Lowell	374,073.75
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Total Transfers	374,073.75
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TOTAL NON-OPERATING REVENUE (EXPENSE) (438,306.25)

Net Income (Loss) 521,414.39

Cash Generated from Operating Activities

Net Income	\$521,414.39
Depreciation (add back b/c it's a non-cash item)	\$548,000.00
OPEB (add back b/c it's a non-cash item)	\$91,000.00
Bond Principal Transfers (deduct b/c doesn't hit statement)	(\$230,000.00)

Total Cash Generated from Operating Activities	\$930,414.39
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Proposed Capital Budget	\$935,000.00
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Net Change in Cash Flow	(\$4,585.61)
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Memorandum

To: Lowell City Council

From: Greg Pierce

Date: November 30, 2015

Re: 2015-16 Budget Amendment



Attached is a requested budget amendment for Lowell Light and Power's 2015-2016 Annual Operating Budget. It was recently brought to our attention that the Budget document City Council approved last spring for fiscal year 2015-2016 (including the Lowell Light and Power budget) did not include our Capital Expense budgeting data. The attached Budget Amendment simply reflects the inclusion of that inadvertently omitted information. The budgeted Capital Expense amount of \$935,000 was approved by the Lowell Light and Power Board as part of its budget approval process in May of 2015. Again, the Lowell Light and Power Capital Expense budget data was inadvertently not included in the information forwarded to the City for the final City Budget document.

Lowell Light and Power has been investing back into the system over the last several years primarily to insure the infrastructure remains robust, up to date, and poised to meet the growing needs of our community. Secondly, it has been our goal to meet or exceed the continuing regulatory demands for renewable energy and system reliability, while maintaining a rate structure that results in value to our community. Some of those areas where we have invested and continue to invest capital dollars include,

- Voltage upgrades from the new Bowes Road Substation.
- Removal of lower voltage substations around the community.
- Updated peaking and local renewable generation.
- Updated metering technology including the customer's ability to access billing, usage, and outage information.
- Vehicle Maintenance/Replacement

The Lowell Light and Power Board respectfully requests approval of this 2015-2016 Budget Amendment.

SNOW PLOWING AGREEMENT

THIS SNOWPLOWING AGREEMENT (the "Agreement") dated as of December 22, 2015, by and between the **CITY OF LOWELL**, a Michigan municipal corporation (the "City"), whose address is 301 E. Main Street, Lowell, Michigan 49331 and **SCENIC EXPRESSIONS LLC**, a Michigan limited liability company ("Scenic"), whose address is 11615 Foreman Street, Lowell, Michigan 49331-9607.

RECITALS

A. The City owns a public airport located at 730 Lincoln Lake Road, Vergennes Township, Kent County, Michigan (the "Airport"), and desires that Scenic provide snow plowing service at the Airport for the 2015-2016 winter season subject to the terms and conditions of this Agreement.

B. Scenic is willing to provide such snow plowing service subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the respective representations and agreements contained herein, the parties hereto agree as follows:

Section 1. Scope of Service. During the term of this Agreement as set forth in Section 4 hereof, Scenic agrees within twelve hours after each snowfall accumulation of two inches or more at the Airport to plow and remove snow from (i) the Airport access road from Lincoln Lake Road, (ii) the paved runway, (iii) the parking lot, (iv) all taxiways and (v) all ramps in front of hangers (collectively, the "Standard Service"). Plowing will normally take place between 11:00 p.m. and 7:00 a.m. depending on when the snowfall begins and ends and the snowfall amount. In addition, extraordinary service may be required if the snowfall accumulation is ten inches or more and the use of a front-end loader is required (the "Extraordinary Service"). Further, upon prior written request of the City, Scenic will move snowbanks along the paved runway back from the runway with a snow blower (the "Special Service" and together with the Standard Service and Extraordinary Service the "Service")

Section 2. Equipment. Scenic shall be responsible for providing all motor vehicles and equipment well maintained and in sufficient number to timely provide the Service when required. All motor vehicles shall be licensed and shall have obtained all permits required by State of Michigan (the "State") and local laws and shall be operated and maintained in compliance with all applicable laws.

Section 3. Payment for Service. The City shall pay Scenic Seven Thousand Five Hundred Dollars (\$7,500) for the performance of the Standard Service during the term of this Agreement. Such amount shall be payable in five equal installments of One Thousand Five Hundred Dollars (\$1,500) on the last business day of December, 2015 and of January, February, March and April, 2016. In addition, if Extraordinary Service is required the City shall pay Scenic within thirty (30) days of being invoiced therefor One Hundred Fifty Dollars (\$150) per hour for each hour of use of a front-end loader. Further, should the City request Scenic provide Special Service, the

City shall pay Scenic within thirty (30) days of being invoiced therefor Four Hundred Fifty Dollars (\$450) for each time such Special Service is provided.

Section 4. Term of Agreement. The term of this Agreement commences at 12:00 a.m. October 1, 2015 and ends at 11:59 p.m. on April 30, 2016.

Section 5. Independent Contractor. Scenic is an independent contractor under this Agreement. Scenic shall be responsible for all of its acts and omissions and for all the acts and omissions of its employees, agents and representatives. Scenic, its employees, agents and representatives are not, and shall not be, construed to be employees, agents or representatives of the City for any purpose.

Section 6. Insurance. Scenic shall take out and continuously maintain at its cost during the term of this Agreement the following insurance coverage:

- a. General public liability insurance for bodily injury and property damage in the amount of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the annual aggregate.
- b. Motor vehicle bodily injury and property damage in the amount of One Million Dollars (\$1,000,000) combined single limit.
- c. Workers compensation insurance complying with the requirements of State law.

All insurance shall be written by insurance companies authorized to do business in the State who shall be acceptable to the City. Insurance policies providing the coverages is a. and b. above shall name the City as an additional insured and shall provide at least thirty (30) days' advance written notice to the City of any termination, cancellation or material modification. Scenic shall provide the City with certificates of insurance evidencing such insurance coverage.

Section 7. Default. Each of the following shall constitute a default or breach of this Agreement:

- a. If the City shall fail to make any payment required by Section 3 of this Agreement when such payment is due and such failure shall continue for a period of seven (7) days after Scenic provides the City written notice specifying the payment default.
- b. If Scenic shall fail to perform the Service as described in and in accordance with Section 1 of this Agreement and such failure shall continue for a period of forty-eight (48) hours after the City provides Scenic written notice specifying the Service default.
- c. If Scenic or the City shall fail to perform or comply with any other conditions of this Agreement other than those specified in a. or b. above and such failure shall continue for a period of fourteen (14) days after the non-defaulting party provides the defaulting party written notice specifying the default.

- d. If Scenic or any successor or assignee of Scenic shall file a petition in bankruptcy or insolvency or for reorganization under any bankruptcy act, or shall voluntarily take advantage of such act by answer or otherwise, or shall make an assignment for the benefit of creditors.
- e. If involuntary proceedings under any bankruptcy law or insolvency act shall be instituted against Scenic or its successor or assign, or if a receiver or trustee shall be appointed for all or substantially all of the property of Scenic or its successor or assign, and such proceedings shall not be dismissed or the receivership or trusteeship vacated within thirty (30) days after the institution or appointment.

Section 8. Remedies Upon Default. Whenever any default referred to in Section 7 hereof shall have occurred, the non-defaulting party may, to the extent permitted by law, undertake any one or more of the following remedies:

- a. Terminate this Agreement.
- b. From time to time take whatever action at law or in equity may appear necessary or desirable to enforce performance and observance of any obligation, agreement or covenant of the defaulting party under this Agreement.

Section 9. Waiver. The failure of either party to insist upon the strict performance of any of the terms, covenants or conditions of this Agreement shall not be deemed a waiver of any subsequent breach or default in the terms, covenants and conditions herein contained, nor shall any waiver be a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

Section 10. Remedies Cumulative. No remedy conferred upon or reserved to a party is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity.

Section 11. Assignment. Scenic covenants and agrees not to assign this Agreement or any of its duties and obligations hereunder without the prior written consent of the City.

Section 12. Entire Agreement and Amendment. This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter of this Agreement. It supersedes and replaces any and all other oral or written agreements between the parties related to matters covered by this Agreement. This Agreement may only be amended by a written document executed by both parties hereto.

Section 13. Governing Law. This Agreement shall be interpreted, construed, enforced and performed pursuant to the laws of the State.

Section 14. Notices. All notices that are required or authorized to be given under the terms of this Agreement shall be given in writing by personal delivery or by first class mail at the address set forth in the first paragraph of this Agreement or such other addresses as the parties shall specify by notice given in accordance with this Section 14. The effective date of such

notice shall be the date of delivery, if personally delivered, or the first business day following the date of deposit of such notice in the United States mail.

Section 15. Severability. If any provision of this Agreement is determined to be illegal or void, it shall not invalidate or void the remainder of this Agreement which shall continue to be effective without such provision.

Section 16. No Third Parties. Nothing in this Agreement, expressed or implied, is intended to confer upon any person, other than the parties hereto, and their respective successors or permitted assigns any rights or remedies whatsoever.

Section 17. Successors. This Agreement and the covenants and conditions shall inure for the benefit of, and be binding upon, the parties hereto and permitted assigns.

Section 18. Captions. The captions or headings of this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provision or section of this Agreement.

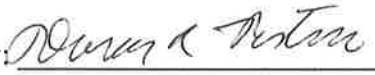
IN WITNESS WHEREOF, the City and Scenic have caused these presents to be signed by their respective duly authorized representative(s) as of the date and year written above.

CITY OF LOWELL

By: _____
James W. Hodges, Mayor

Attest: _____
Susan Ullery, City Clerk

SCENIC EXPRESSIONS LLC

By:  _____
Thomas Postema, Member



SCENEXP-01

VSPOELMA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/14/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AIC Insurance Services Ada Insurance Center Inc. 7275 Bronson Street SE Ada, MI 49301	CONTACT NAME: PHONE (A/C, No, Ext): (616) 676-4000 FAX (A/C, No): (616) 676-4010 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A : Michigan Insurance Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F : NAIC # 10857
INSURED Scenic Expressions LLC 11615 Foreman St Lowell, MI 49331	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	CPJ0030780	07/01/2015	07/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		CCJ0018258	07/01/2015	07/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WCJ0014993	07/01/2015	07/01/2016	<input checked="" type="checkbox"/> PER STATUTE OTH-ER E L EACH ACCIDENT \$ 500,000 E L DISEASE - EA EMPLOYEE \$ 500,000 E L DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Snowplowing @ Lowell City Airport Please note the City of Lowell as Additional Insured and certificate holder shall be provided 30 days advance written notice of termination, cancellation or material modification.

CERTIFICATE HOLDER

CANCELLATION

Scenic Expressions LLC 11615 Foreman St Lowell, MI 49331	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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**LOWELL POLICE DEPARTMENT
MONTHLY REPORT SUMMARY
CALENDAR YEAR 2015**

Complaint Book Total		146	306	500	724	903	1117	1300	1501	1676	1866	2046	
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	46	30	23		287
Alcohol (MIP/Open Intox)	0	2	1	0	0	1	3	3	12	3	0		25
Drug Law Violations	3	0	2	6	5	6	3	6	4	11	4		50
Drunk Driving	1	1	0	2	1	0	2	3	3	1	1		15
Suspended License	2	2	3	3	0	2	2	1	6	1	2		24
Warrant Arrest	11	6	6	9	12	13	5	8	14	7	8		99
Other Arrests	7	4	5	5	7	10	9	5	7	7	8		74
Assault	1	1	0	0	3	2	0	3	1	1	0		12
Assault (Civil)	2	2	3	3	2	5	2	2	1	0	1		23
Assault (Domestic)	4	3	1	6	4	3	5	3	3	3	4		39
Assist from Other Agency	11	8	10	6	9	12	5	17	9	8	8		103
Assist to Other Agency	19	16	12	18	12	19	9	17	13	16	16		167
Assist to Citizen	21	15	24	18	15	25	25	22	30	26	15		236
Breaking & Entering	0	0	1	0	1	1	1	2	0	2	0		8
Disorderly Conduct	1	2	3	4	0	5	2	8	2	1	4		32
Dog Complaints	1	2	1	3	5	5	5	5	2	3	4		36
Larceny	8	4	7	2	3	10	5	18	5	7	10		79
Malicious Destruction	2	1	2	0	6	1	4	2	4	1	4		27
Motorist Assist	12	10	15	14	11	7	9	11	7	13	11		120
Ordinance Violations	1	25	20	59	12	25	7	9	7	1	7		173
Accident Total	12	13	9	10	13	13	7	13	11	18	5		124
{Property Damage}	12	10	8	7	13	13	7	12	11	17	4		114
{Personal Injury}	0	3	1	3	0	0	0	1	0	1	1		10
Citations Issued	18	19	28	29	22	27	32	37	39	42	36		329
Traffic Stops: Warned	94	86	108	105	123	98	124	87	98	117	111		1151
Total # of Traffic Stops	103	97	122	115	124	105	142	94	109	136	123		1270

**MONTHLY COMPARISON TOTALS
NOVEMBER 2014 AND 2015**

ACTIVITY	NOVEMBER	2014 YEAR-TO-DATE	NOVEMBER	2015 YEAR-TO-DATE
Total Arrests	33	360	23	287
Alcohol (MIP/Open Intox)	2	24	0	25
Drug Law Violations	4	56	4	50
Drunk Driving	4	22	1	15
Suspended License	6	49	2	24
Warrant Arrest	10	110	2	24
Other Arrests	7	99	8	74
Assault	1	15	0	12
Assault (Civil)	2	36	1	23
Assault (Domestic)	5	29	4	39
Assist from Other Agency	10	84	8	103
Assist to Other Agency	7	140	16	167
Assist to Citizen	14	240	15	236
Breaking & Entering	2	15	0	8
Disorderly Conduct	1	34	4	32
Dog Complaints	2	48	4	36
Larceny	2	78	10	79
Malicious Destruction	1	36	4	27
Motorist Assist	16	140	11	120
Ordinance Violations	3	278	7	173
Accident Total	13	130	5	124
{Property Damage}	13	117	4	114
{Personal Injury}	0	13	1	10
Citations Issued	23	408	36	329
Traffic Stops: Warned	149	1486	111	1151
# of Traffic Stops Made	150	150	123	1270
TOTAL COMPLAINTS	145	2261	112	2046

**AGENCIES ASSISTING
LOWELL POLICE DEPARTMENT
NOVEMBER 2015**

<u>Comp #</u>	<u>Date</u>	<u>Nature of Incident</u>	<u>Department</u>	<u>Status</u>
15-1874	11/2/2015	Suspicious Subject	KCSD	Back-up
15-1878	11/3/2015	Welfare Check	KCSD	Back-up
15-1886	11/4/2015	Investigations	White Cloud PD	Assist
15-1887	11/14/2015	Suspicious Situation	KCSD	Back-up
15-1899	11/6/2015	Domestic Assault/Suicidal	KCSD	Back-up
15-1905	11/4/2015	Domestic	KCSD	Back-up
15-1912	11/9/2015	Welfare Check	KCSD	Assist
15-1966	11/18/2015	Warrant Arrest	Ionia County	Ionia County
15-1967	11/18/2015	Possible Medical	Ionia County	Ionia County
15-1972	11/19/2015	Stand by	KCSD	City of Lowell
15-1978	11/19/2015	Warrant Arrest	KCSD	Back-up
15-1981	11/20/2015	Lockout	KCSD	Assist
15-2003	11/23/2015	Domestic/Suspicious	KCSD	Back-up
15-2035	11/29/2015	Drunk/Disorderly/R&O	KCSD	Back-up

November 2015

[illegible]

LOWELL POLICE DEPARTMENT
ASSISTING OTHER AGENCIES

November 2015

15-1682	10/1/2015	Traffic assist	KCSD	Assisted	Vergennes
15-1683	10/1/2015	Suspicious Situation	IONIA CO	Assisted	City of Lowell
15-1690	10/2/2015	PI Accident	KCSD	Assisted	Vergennes
15-1695	10/4/2015	Suspicious Situation	KCSD	Assisted	Lowell
15-1710	10/7/2015	Missing 10 year old	KCSD	Assisted	Lowell
15-1711	10/7/2015	Home Invasion	KCSD	Back-up	Lowell
15-1712	10/7/2015	Retail Fraud	KCSD	Back-up	Lowell
15-1717	10/8/2015	Lockout (city resident & handicapped)	KCSD	Handled call	Lowell
15-1731	10/10/2015	Unknown accident	KCSD	Back-up	Lowell
15-1736	10/10/2015	Drunk driving	KCSD	Assisted	Lowell
15-1739	10/10/2015	Assault	KCSD	Assisted	City of Lowell
15-1767	10/14/2015	Domestic Assault	MSP IONIA	Back-up	Lowell
15-1778	10/16/2015	Armed Robbery	HASTINGS PD	Assisted	City of Lowell
15-1782	10/17/2015	Took drug info & gave to KCSD	KCSD	Assisted	Sparta
15-1806	10/21/2015	Domestic Assault	KCSD	Back-up	Lowell
15-1830	10/26/2015	Runaway	KCSD	Assisted	City of Lowell

November 2015

	Current Month		Last Year
Type of Call:	November 2015	Type of Call:	November-14
Runs This Month	24	Runs This Month	13
Number Responding	247	Number Responding	115
Structure Fire	2	Structure Fire	0
Vehicle Fire	1	Vehicle Fire	1
Miscellaneous Fire	8	Miscellaneous Fire	8
False Alarms	9	False Alarms	1
P.I. Accident	4	P.I. Accident	2
Medical Calls	32	Medical Calls	33
Number Responding	179	Number Responding	236
Grass & Brush Fires	0	Grass & Brush Fires	1
Gallons of Water Used	300	Gallons of Water Used	200
Equipment Used:	November 2015	Equipment Used:	November-14
Thermal Camera	4	Thermal Camera	4
Ladders	2	Ladders	1
Air Paks	12	Air Paks	8
Generators	3	Generators	3
Lights (Flood)	8	Lights (Flood)	8
TNT Tool	2	Hurst Tool	1
Air Bags	0	Air Bags	0
Shovels	1	Shovels	1
Brooms	2	Brooms	1
Smoke Ejectors	1	Smoke Ejectors	1
Fire Extinguishers	2	Fire Extinguishers	1
Pry Bars & Poles	2	Pry Bars & Poles	2
Miscellaneous	2	Miscellaneous	2
Hose Used	300	Hose Used	300
Co Monitor	1	Co Monitor	4
Hand Lights	22	Hand Lights	18
Cascade System	1	Cascade System	0
Location of Fire Calls:	November 2015	Location of Medical Calls:	November 2015
City of Lowell	7	City of Lowell	15
Lowell Township	8	Lowell Township	10
Vergennes Township	8	Vergennes Township	7
Others	1	Others	0

2015 YTD Total Fire Calls	
Number of Calls	248
Number of Responders	2788
2015 YTD Total Medical Calls	
Number of Calls	448
Number of Responders	2700

CITY OF LOWELL
REPORT FOR : NOVEMBER
FOR: Mark Howe

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 14.46499 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: NOVEMBER TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 224 HOURS, WHICH RESULTED IN
298.5 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 171.06

ELECTRICAL COST PER MILLION GALLONS: \$ 249.54

TOTAL COST PER MILLION GALLONS: \$ 420.60

WATER PRODUCTION

DAILY AVERAGE: 0.482

DAILY MAXIMUM: 0.581

DAILY MINIMUM: 0.309

THE AVERAGE PLANT OPERATION TIME WAS 7.2258 HOURS PER DAY.

STREETS DEPARTMENT

NOVEMBER 2015

Major & Local Streets

Graded North Washington Street

Snow and Ice Control

Ordered and received 100 Ton of salt for snow and ice.

Pot holes:

4 Tons - pot holes filled with cold patch

28 Tons - of hot mix put down

Storm drains and ditches:

Cleaned leaves out of ditch line on James St. hill

Cleaned leaves out of ditch line on James Street

Parking Lots

Weekly trash pickup D.D.A.

Public Works:

Airport:

Sidewalks:

Trees, bushes, shrubs trimming and removal:

Picked up tree branches from high winds

Traffic & Signs:

Replaced stop sign at Sibley and Roberta Jayne

Replaced yield sign at Faith and Roberta Jayne

Replaced stop sign at Sibley and Elizabeth Dean

Replaced stop sign at Sibley and Jane Ellen

Replaced yield sign on Carol Lynne

Replaced yield sign at Faith and Roberta Jayne

Misc:

Picked up trash weekly downtown

Winterized restrooms for the season at Creekside Park

Painted bathroom floor at Creekside Park

Put up Christmas décor around chamber and plaza

Fixed sink hole at Stoney Lakeside Park

Dept. of Public Works, City of Lowell

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

Posted Totals by Invoice #

Report Date: 12/01/2015

Period From: 11/01/2015 To: 11/30/2015

Invoice Number	Date	Name	Total	Charge Sales!
000934	11/06/2015	Street Dept.	2,542.96	0.00
000935	11/11/2015	Street Dept.	78.88	0.00
000936	11/11/2015	Street Dept.	66.12	0.00
000937	11/13/2015	Police	146.03	0.00
000938	11/20/2015	Cemetery	99.60	0.00
000939	11/25/2015	D.P.W., Organization.	38.46	0.00
000940	11/30/2015	Street Dept.	554.00	0.00
Grand Totals:			\$3,526.05	\$0.00
Number of Invoices:		7	* - Indicates a Counter Sale ! - Indicates amount charged at time of posting	
Averages:			503.72	0.00

% Time in each Department

20% Water 64 % Maintenance dept. (equipment) 11 % DPW 5% Other

Public Works: 18.5 hrs.

DDA: .5 hrs.

Water Plant: 18.75 hrs. 9.75 hrs. Overtime

Water Dist: 3.75 hrs. Overtime

Equipment Maintenance: 106.25 hrs.

Holiday: 8 hrs.

Total Hours for November: 165 hrs.

November 2015 Sexton's Report

Total of Burials: 3 of those were: full: 2 cremations: 1 Year to date 27
Disinterments: 1 full and 1 cremains

Oakwood: Spent 253 hrs

- Did a lot of chewing oak leaves.
- Winterized the 5 mowers, with a oil change.
- Finished emptying the urns and all the trash barrels.
- Helped a few people locate their relatives buried here.
- Put red tipped stacks near headstones that are nearest the roads.
- Chewed a lot of good leaves to put on my new pile for composting.
- Picked up a lot of twigs and branches due to high winds.
- Finished trimming bushes, cut down 2 that were more dead than alive.

CITY Hall – LPD: Spent 6.25 hr's chewing up leaves, lowered flags
Snow removal off walks

Englehardt Library: Spent 4.25 hr's doing the following:

- Chewed leaves for my compost pile.
- Blew leaves out of bushes so I could chew them up with my mower.
- Filled soap dispensers again.
- Snow removal off walks

D.P.W. Spent 10.75hr chewing up leaves and hauling them to my compost pile.

D.D.A. Spent 41.5 hr's doing the following:

- Cleaned leaves away from curbs and corners of parking areas and hauled them away to chew them up for the compost pile.
- Cleaned up around the showboat, picking up a lot of branches and leaves.
- Cut back some of the taller perennials.
- Did some pruning of trees in the Cemetery so I could the gals some greens to decorate the Showboat.
- Cut back grasses near sidewalks for room to put snow.
- Put burlap up behind the Christmas tree to protect from wind burn.

Museum: Spent 10.5 hr's dealing with leaves. Cleaned out the gutter on the porch.
Snow removal off walks.

PARKS: Spent 12.5 hr's Chewing and collecting leaves

Local Maint. 9 hr. Chewing leaves along curbs and lent Bruce for cold patching.

Water Plant: 10 hr's removing leaves from north well.

Sidewalks: 1 hr. getting ready for snow.

12/08/2015

NOV

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB15901335	1016 N MONROE ST SE	11/06/2015	41-16-35-451-002	TENANT RENOVATION -	595.00	200,000
PB15901367	2055 BOWES ST SE	11/11/2015	41-20-03-385-602	AMERICAN TOWER - AN	120.00	8,000
Total Permits:	2					
Total Fee Amount:	715.00					
Total Const. Value:	208,000					
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE15901714	1016 N MONROE ST SE	11/12/2015	41-16-35-451-002	INTERIOR REMODELATY	262.00	0
PE15901715	1016 N MONROE ST SE	11/12/2015	41-16-35-451-002		237.00	0
PE15901729	1334 HIGHLAND HILLS DR SE	11/16/2015	41-20-01-178-011	RESIDENCE	237.00	0
PE15901773	1011 N HUDSON ST SE	11/20/2015	41-20-02-126-031	DETACHED ACCESSORY	76.00	0
PE15901786	400 W MAIN ST SE	11/24/2015	41-20-02-346-002	We need an inspection to gei	50.00	0
Total Permits:	5					
Total Fee Amount:	862.00					
Total Const. Value:	0					
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM15902618	2212 GEE DR SE	11/04/2015	41-20-03-326-033	installation of gas fireplace	85.00	0
PM15902652	1016 N MONROE ST SE	11/06/2015	41-16-35-451-002	Install fans	120.00	0
PM15902671	691 BIRCHWOOD CT SE	11/09/2015	41-20-02-101-022		80.00	0
PM15902768	2275 W MAIN ST SE	11/18/2015	41-20-03-326-022	Install UL 300 fire suppressi	70.00	0
PM15902777	1334 HIGHLAND HILLS DR SE	11/23/2015	41-20-01-178-011	New Construction HVAC	215.00	0
PM15902823	1340 HIGHLAND HILLS DR	11/30/2015	41-20-01-178-010	New Construction HVAC	205.00	0
Total Permits:	6					
Total Fee Amount:	775.00					
Total Const. Value:	0					

12/08/2015

NOV

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP15901156	1340 HIGHLAND HILLS DR	11/02/2015	41-20-01-178-010	RESIDENCE	249.00	0
PP15901176	1016 N MONROE ST SE	11/05/2015	41-16-35-451-002	Bathroom remodel	123.00	0
Total Permits:		2				
Total Fee Amount:		372.00				
Total Const. Value:		0				

Grand Total Permits: 15

Grand Total Permit Fee: 2,724.00

Grand Total Const. Value: \$208,000

Manager's Report December 2015

A. MPPA/MMEA/APPA Update:

MPPA /MMEA: Monthly Board meetings for both MPPA and MMEA will occur next week, so I will report any new information at the Board meeting.

House and Senate Energy bills continue to evolve. The House Bill has been released and the Senate Bill is close to being released. We are still focusing on "local control" and trying to stay out of having to be subject to the MPSC since we have our own governing boards in our communities. The major issues at stake are Energy Optimization, Renewable Portfolio Standards, and a mandated Integrated Resource Plan (IRP). For the most part both the House and Senate have been receptive to our requests and amended their language appropriately.

APPA: The Washington DC APPA Legislative Rally is coming up in early March. Anyone interested in attending should contact Sharon or myself for details.

B. System/Generation Upgrade Progress: The bio-digester process upgrades are now complete and the potential for odor issues is greatly decreased. We have been in contact with some of the neighbors who had expressed concern at one point or another over the last few months of "tweeking", and they indicated that they instances had decreased noticeably over the last few weeks. Greg Northrup still plans to "declare" full commercial operations sometime in December.

Work continues on the installation of the Rolls Royce turbine. We are on track to have it running in 2016 as indicated in our Action Item discussion.

C. LLP Long Term Natural Gas Supply : There is legislation being developed at the State level that would incentivize the construction of new NG pipelines in the State to increase reliability and accessibility to the Michigan infrastructure. Our contacts are working towards a positive outcome on this legislation before moving forward with any specific plan for us.

D. LLP Lineshack Mural Painting: Nothing new at this time.

E. Lowell Schools Solar Project: There are more and more Solar Garden Community Projects popping up around the country as templates. We will continue to look for ways to integrate a solar project into our portfolio and community.

F. Strategic Planning: We will spend a short time on Strategic Planning in a work session immediately following the regular meeting.

J. Advanced Metering Infrastructure (AMI): Discussed as an action item.

L. Payables: November payables are available for your review if you would like them.

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	387,100.00	38,059.08	5,314.08	349,040.92	9.83
FINES	FINES AND FORFEITURES	9,550.00	4,540.08	356.00	5,009.92	47.54
INT	INTEREST AND RENTS	2,600.00	0.00	0.00	2,600.00	0.00
LICPER	LICENSES AND PERMITS	38,200.00	20,793.89	9,513.00	17,406.11	54.43
LOCAL	LOCAL CONTRIBUTIONS	14,600.00	3,127.63	0.00	11,472.37	21.42
OTHER	OTHER REVENUE	28,104.00	39,925.21	214.00	(11,821.21)	142.06
STATE	STATE GRANTS	366,250.00	76,010.71	0.00	290,239.29	20.75
TAXES	TAXES	1,892,400.00	1,531,476.20	33,729.70	360,923.80	80.93
TRANSIN	TRANSFERS IN	144,850.00	0.00	0.00	144,850.00	0.00
TOTAL Revenues		2,883,654.00	1,713,932.80	49,126.78	1,169,721.20	59.44
Expenditures						
101	COUNCIL	17,940.00	3,512.41	324.58	14,427.59	19.58
172	MANAGER	112,900.00	40,136.73	7,011.13	72,763.27	35.55
191	ELECTIONS	8,500.00	1,353.96	1,214.26	7,146.04	15.93
209	ASSESSOR	44,200.00	19,596.33	5,889.96	24,603.67	44.34
210	ATTORNEY	30,000.00	4,446.30	1,026.80	25,553.70	14.82
215	CLERK	136,100.00	38,884.02	7,511.34	97,215.98	28.57
253	TREASURER	219,850.00	73,422.45	12,200.78	146,427.55	33.40
265	CITY HALL	124,100.00	58,734.07	7,287.55	65,365.93	47.33
276	CEMETERY	102,050.00	58,571.27	12,908.17	43,478.73	57.39
294	UNALLOCATED MISCELLANEOUS	41,914.00	6,227.00	320.00	35,687.00	14.86
301	POLICE DEPARTMENT	667,800.00	314,985.68	58,225.89	352,814.32	47.17
305	CODE ENFORCEMENT	103,400.00	30,435.61	5,802.41	72,964.39	29.43
336	FIRE	142,000.00	63,829.66	110.04	78,170.34	44.95
400	PLANNING & ZONING	51,800.00	8,748.48	1,391.09	43,051.52	16.89
441	DEPARTMENT OF PUBLIC WORKS	225,250.00	82,838.87	13,188.13	142,411.13	36.78
442	SIDEWALK	5,600.00	223.41	71.64	5,376.59	3.99
523	TRASH	45,000.00	16,746.80	3,600.00	28,253.20	37.22
728	ECONOMIC DEVELOPMENT	24,000.00	7,866.26	1,571.88	16,133.74	32.78
747	CHAMBER/RIVERWALK	3,500.00	913.50	143.31	2,586.50	26.10
751	PARKS	146,500.00	55,529.17	5,532.57	90,970.83	37.90
757	SHOWBOAT	1,600.00	1,020.46	44.58	579.54	63.78
774	RECREATION CONTRIBUTIONS	3,000.00	0.00	0.00	3,000.00	0.00
790	LIBRARY	72,500.00	44,877.12	3,473.78	27,622.88	61.90
803	HISTORICAL DISTRICT COMMISSION	250.00	150.00	0.00	100.00	60.00
804	MUSEUM	36,200.00	25,267.50	621.24	10,932.50	69.80
965	TRANSFERS OUT	517,700.00	0.00	0.00	517,700.00	0.00
TOTAL Expenditures		2,883,654.00	958,317.06	149,471.13	1,925,336.94	33.23
TOTAL REVENUES						
TOTAL EXPENDITURES		2,883,654.00	1,713,932.80	49,126.78	1,169,721.20	59.44
NET OF REVENUES & EXPENDITURES		0.00	755,615.74	(100,344.35)	(755,615.74)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT 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	59,346.52	21,292.31	130,053.48	31.33
TRANSIN	TRANSFERS IN	236,000.00	0.00	0.00	236,000.00	0.00
TOTAL Revenues		425,550.00	59,346.52	21,292.31	366,203.48	13.95
Expenditures						
450	CAPITAL OUTLAY	340,000.00	116,196.31	108,744.26	223,803.69	34.18
463	MAINTENANCE	39,250.00	12,149.23	1,641.65	27,100.77	30.95
474	TRAFFIC	8,000.00	1,595.41	64.15	6,404.59	19.94
478	WINTER MAINTENANCE	42,100.00	2,343.26	1,029.55	39,756.74	5.57
483	ADMINISTRATION	46,000.00	902.50	0.00	45,097.50	1.96
TOTAL Expenditures		475,350.00	133,186.71	111,479.61	342,163.29	28.02
TOTAL REVENUES		425,550.00	59,346.52	21,292.31	366,203.48	13.95
TOTAL EXPENDITURES		475,350.00	133,186.71	111,479.61	342,163.29	28.02
NET OF REVENUES & EXPENDITURES		(49,800.00)	(73,840.19)	(90,187.30)	24,040.19	148.27

GL NUMBER	DESCRIPTION	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BUDGET USED
Fund 203 - LOCAL STREET FUND					
Revenues					
INT	INTEREST AND RENTS	150.00	0.00	150.00	0.00
OTHER	OTHER REVENUE	70,700.00	25,170.02	45,529.98	35.60
TRANSIN	TRANSFERS IN	180,000.00	0.00	180,000.00	0.00
TOTAL Revenues		250,850.00	25,170.02	225,679.98	10.03
Expenditures					
450	CAPITAL OUTLAY	5,000.00	113,388.38	(108,388.38)	2,267.77
463	MAINTENANCE	64,600.00	32,747.67	31,852.33	50.69
474	TRAFFIC	8,100.00	3,123.04	4,976.96	38.56
478	WINTER MAINTENANCE	61,200.00	5,419.75	55,780.25	8.86
483	ADMINISTRATION	27,800.00	902.50	26,897.50	3.25
906	DEBT SERVICE	76,600.00	72,178.75	4,421.25	94.23
TOTAL Expenditures		243,300.00	227,760.09	15,539.91	93.61
TOTAL REVENUES		250,850.00	25,170.02	225,679.98	10.03
TOTAL EXPENDITURES		243,300.00	227,760.09	15,539.91	93.61
NET OF REVENUES & EXPENDITURES		7,550.00	(202,590.07)	210,140.07	2,683.31

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	%
		AMENDED BUDGET	11/30/2015	MONTH 11/30/2015	BALANCE	BUDGET 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	50,000.00	50,000.00	0.00	100.00

TOTAL Revenues		50,200.00	50,000.00	50,000.00	200.00	99.60
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Expenditures						
000		50,000.00	10,323.00	0.00	39,677.00	20.65

TOTAL Expenditures		50,000.00	10,323.00	0.00	39,677.00	20.65
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TOTAL REVENUES		50,200.00	50,000.00	50,000.00	200.00	99.60
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TOTAL EXPENDITURES		50,000.00	10,323.00	0.00	39,677.00	20.65
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NET OF REVENUES & EXPENDITURES		200.00	39,677.00	50,000.00	(39,477.00)	19,838.5
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GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT 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	578,972.80	0.00	46,027.20	92.64
TOTAL Revenues		626,000.00	578,972.80	0.00	47,027.20	92.49
Expenditures						
450	CAPITAL OUTLAY	150,000.00	6,766.19	0.00	143,233.81	4.51
463	MAINTENANCE	82,200.00	32,350.91	5,845.26	49,849.09	39.36
483	ADMINISTRATION	36,800.00	9,775.14	1,227.12	27,024.86	26.56
740	COMMUNITY PROMOTIONS	70,000.00	823.80	86.98	69,176.20	1.18
965	TRANSFERS OUT	143,850.00	0.00	0.00	143,850.00	0.00
TOTAL Expenditures		482,850.00	49,716.04	7,159.36	433,133.96	10.30
TOTAL REVENUES		626,000.00	578,972.80	0.00	47,027.20	92.49
TOTAL EXPENDITURES		482,850.00	49,716.04	7,159.36	433,133.96	10.30
NET OF REVENUES & EXPENDITURES		143,150.00	529,256.76	(7,159.36)	(386,106.76)	369.72

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT USED
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Fund 260 - DESIGNATED CONTRIBUTIONS

Revenues

INT	INTEREST AND RENTS	4,300.00	515.00	15.00	3,785.00	11.98
LOCAL	LOCAL CONTRIBUTIONS	10,000.00	0.00	0.00	10,000.00	0.00
OTHER	OTHER REVENUE	20,000.00	12,590.00	12,590.00	7,410.00	62.95
TRANSIN	TRANSFERS IN	0.00	4,000.00	0.00	(4,000.00)	100.00

TOTAL Revenues		34,300.00	17,105.00	12,605.00	17,195.00	49.87
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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	323.20	147.08	3,676.80	8.08
759	COMMUNITY GARDEN	300.00	0.00	0.00	300.00	0.00

TOTAL Expenditures		34,300.00	323.20	147.08	33,976.80	0.94
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TOTAL REVENUES		34,300.00	17,105.00	12,605.00	17,195.00	49.87
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TOTAL EXPENDITURES		34,300.00	323.20	147.08	33,976.80	0.94
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NET OF REVENUES & EXPENDITURES		0.00	16,781.80	12,457.92	(16,781.80)	100.00
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	%
		AMENDED BUDGET	11/30/2015	MONTH 11/30/2015	BALANCE	BUDGET USED

Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)

Expenditures

906	DEBT SERVICE	0.00	64,022.51	63,822.51	(64,022.51)	100.00
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TOTAL Expenditures		0.00	64,022.51	63,822.51	(64,022.51)	100.00
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TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
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TOTAL EXPENDITURES		0.00	64,022.51	63,822.51	(64,022.51)	100.00
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NET OF REVENUES & EXPENDITURES		0.00	(64,022.51)	(63,822.51)	64,022.51	100.00
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	%
		AMENDED BUDGET	11/30/2015	MONTH 11/30/2015	BALANCE	BUDGET USED

Fund 581 - AIRPORT FUND

Revenues

CHARGES	CHARGES FOR SERVICES	120.00	0.00	0.00	120.00	0.00
INT	INTEREST AND RENTS	37,370.00	7,200.00	1,440.00	30,170.00	19.27
OTHER	OTHER REVENUE	0.00	622.00	0.00	(622.00)	100.00

TOTAL Revenues		37,490.00	7,822.00	1,440.00	29,668.00	20.86
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Expenditures

000		46,200.00	16,544.57	869.74	29,655.43	35.81
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TOTAL Expenditures		46,200.00	16,544.57	869.74	29,655.43	35.81
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TOTAL REVENUES		37,490.00	7,822.00	1,440.00	29,668.00	20.86
TOTAL EXPENDITURES		46,200.00	16,544.57	869.74	29,655.43	35.81

NET OF REVENUES & EXPENDITURES		(8,710.00)	(8,722.57)	570.26	12.57	100.14
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET				

Fund 590 - WASTEWATER FUND

Revenues

CHARGES	CHARGES FOR SERVICES	1,048,000.00	411,605.77	82,567.97	636,394.23	39.28
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	411,679.56	82,567.97	638,320.44	39.21
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Expenditures

550	TREATMENT	476,800.00	138,837.34	3,360.47	337,962.66	29.12
551	COLLECTION	90,150.00	53,607.03	16,384.54	36,542.97	59.46
552	CUSTOMER ACCOUNTS	85,800.00	22,483.68	4,168.44	63,316.32	26.20
553	ADMINISTRATION	155,300.00	1,255.77	61.00	154,044.23	0.81

TOTAL Expenditures		808,050.00	216,183.82	23,974.45	591,866.18	26.75
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TOTAL REVENUES		1,050,000.00	411,679.56	82,567.97	638,320.44	39.21
TOTAL EXPENDITURES		808,050.00	216,183.82	23,974.45	591,866.18	26.75
NET OF REVENUES & EXPENDITURES		241,950.00	195,495.74	58,593.52	46,454.26	80.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	BUDGET				

Fund 591 - WATER FUND

Revenues

CHARGES	CHARGES FOR SERVICES	993,950.00	423,929.92	83,888.08	570,020.08	42.65
INT	INTEREST AND RENTS	6,320.00	2,065.00	410.00	4,255.00	32.67
OTHER	OTHER REVENUE	1,000.00	8,163.91	25.00	(7,163.91)	816.39

TOTAL Revenues

1,001,270.00	434,158.83	84,323.08	567,111.17	43.36
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Expenditures

570	TREATMENT	317,000.00	135,123.63	19,368.19	181,876.37	42.63
571	DISTRIBUTION	216,890.00	161,245.47	111,030.42	55,644.53	74.34
572	CUSTOMER ACCOUNTS	89,400.00	22,520.54	4,172.63	66,879.46	25.19
573	ADMINISTRATION	266,456.00	15,198.25	61.00	251,257.75	5.70

TOTAL Expenditures

889,746.00	334,087.89	134,632.24	555,658.11	37.55
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TOTAL REVENUES

1,001,270.00	434,158.83	84,323.08	567,111.17	43.36
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TOTAL EXPENDITURES

889,746.00	334,087.89	134,632.24	555,658.11	37.55
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NET OF REVENUES & EXPENDITURES

111,524.00	100,070.94	(50,309.16)	11,453.06	89.73
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 11/30/2015

2015-16

GL NUMBER	DESCRIPTION	AMENDED BUDGET		YTD BALANCE		ACTIVITY FOR MONTH		AVAILABLE BALANCE		% BDT USED
		2015-16	2015-16	11/30/2015	11/30/2015	11/30/2015	11/30/2015	11/30/2015	11/30/2015	

Fund 636 - DATA PROCESSING FUND

Revenues

INT	INTEREST AND RENTS	77,700.00	0.00	0.00	0.00	77,700.00	0.00
OTHER	OTHER REVENUE	1,300.00	0.00	0.00	0.00	1,300.00	0.00

TOTAL Revenues		79,000.00	0.00	0.00	0.00	79,000.00	0.00
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Expenditures						
000	79,000.00	29,538.60	5,608.72	49,461.40	37.39	

TOTAL Expenditures		79,000.00	29,538.60	5,608.72	49,461.40	37.39
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TOTAL REVENUES		79,000.00	0.00	0.00	79,000.00	0.00
TOTAL EXPENDITURES		79,000.00	29,538.60	5,608.72	49,461.40	37.39

NET OF REVENUES & EXPENDITURES		0.00	(29,538.60)	(5,608.72)	29,538.60	100.00
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	18,000.00	2,543.55	146.03	15,456.45	14.13
INT	INTEREST AND RENTS	121,900.00	74.28	0.00	121,825.72	0.06
OTHER	OTHER REVENUE	100.00	3,875.29	1,668.34	(3,775.29)	3,875.29
TOTAL Revenues		140,000.00	6,493.12	1,814.37	133,506.88	4.64
Expenditures						
895	FLEET MAINT. & REPLACEMENT	143,469.14	94,845.24	56,289.67	48,623.90	66.11
TOTAL Expenditures		143,469.14	94,845.24	56,289.67	48,623.90	66.11
TOTAL REVENUES		140,000.00	6,493.12	1,814.37	133,506.88	4.64
TOTAL EXPENDITURES		143,469.14	94,845.24	56,289.67	48,623.90	66.11
NET OF REVENUES & EXPENDITURES		(3,469.14)	(88,352.12)	(54,475.30)	84,882.98	2,546.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	7,000.00	1,500.00	(7,000.00)	100.00
TOTAL Revenues		0.00	7,000.00	1,500.00	(7,000.00)	100.00
TOTAL REVENUES		0.00	7,000.00	1,500.00	(7,000.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	7,000.00	1,500.00	(7,000.00)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
PERIOD ENDING 11/30/2015

		2015-16	YTD BALANCE		ACTIVITY FOR		AVAILABLE	%
GL NUMBER	DESCRIPTION	AMENDED BUDGET	11/30/2015	MONTH 11/30/2015	BALANCE	USED		
Fund 714 - LEE FUND								
Revenues								
INT	INTEREST AND RENTS	10,000.00	1,904.46	(82.20)	8,095.54	19.04		
TOTAL Revenues		10,000.00	1,904.46	(82.20)	8,095.54	19.04		
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	1,904.46	(82.20)	8,095.54	19.04		
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	1,904.46	(82.20)	(1,904.46)	100.00		

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDGT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	25,000.00	12,846.90	7,682.32	12,153.10	51.39
TOTAL Revenues		25,000.00	12,846.90	7,682.32	12,153.10	51.39
Expenditures						
000		25,000.00	3,601.44	0.00	21,398.56	14.41
TOTAL Expenditures		25,000.00	3,601.44	0.00	21,398.56	14.41
TOTAL REVENUES		25,000.00	12,846.90	7,682.32	12,153.10	51.39
TOTAL EXPENDITURES		25,000.00	3,601.44	0.00	21,398.56	14.41
NET OF REVENUES & EXPENDITURES		0.00	9,245.46	7,682.32	(9,245.46)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		6,613,314.00	3,326,432.01	323,592.68	3,286,881.99	50.30
NET OF REVENUES & EXPENDITURES		6,170,919.14	2,138,450.17	662,586.42	4,032,468.97	34.65
		442,394.86	1,187,981.84	(338,993.74)	(745,586.98)	268.53




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CITY MANAGER'S REPORT
December 21, 2015

1. You requested more information at your previous meeting to clarify the city's responsibilities relating to housing. I will have that information to present and discuss at your meeting.
2. More than a year ago we made the decision to take down an old maple tree in front of the library based on reports that the tree was approaching the end of its life. I asked that we save any material from the tree so that it could be used for a future community project. Local artist Jeff Lende approached us some time later inquiring about the wood. We worked with Mr. Lende and Tony Ellis at Lowell High School who brought together a team of high school students to create a new table to be displayed at the Englehardt Public Library. The table is now complete and is expected to be delivered to the library soon. We are so fortunate to have dedicated people in this community who strive to collaborate for the common good.
3. Your next meeting will be the annual organizational meeting. During this time you will be reviewing and adopting your Rules of Procedure. The Rules of Procedure outlining how you will conduct your meetings as a city council. A copy has been included in your Council Handbook. I recommend that you spend some time reviewing the rules prior to the meeting so that you can be prepared to discuss with your colleagues any modifications you wish to make.
4. Best wishes to you and your families for a Merry Christmas and Happy New Year.

Respectfully submitted,


Mark Howe, City Manager