

CITY OF LOWELL
CITY COUNCIL AGENDA
TUESDAY, FEBRUARY 16, 2016, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PRECEDING REGULAR AND/OR SPECIAL MEETINGS
 - a. February 1, 2016 – Regular Meeting
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
 - a. Strategic Goals Report – (tabled)
 - b. Pending Council Projects Report
 - c. Council Training and Information Schedule
 - d. Equipment Purchase (tabled)
 - e. Strategic Plan Overview (tabled)
 - f.
7. NEW BUSINESS
 - a. Fireworks for Riverwalk
 - b. Riverwalk Festival Street Closure Request
 - c. Big Boiler Brewery – Resolution
 - d. Interim City Manager Contract Agreement
 - e. Interim City Manager Resolution
 - f. Wastewater Inflow & Infiltration – Presentation by Prein & Newhoff
 - g. Assessors Agreement
 - h. Assessors Resolution
8. MONTHLY REPORTS
9. BOARD/COMMISSION REPORTS
10. APPOINTMENTS TO COMMISSIONS AND BOARDS
 - a. Citizen Appointments
11. MANAGER'S REPORT
12. COUNCIL COMMENTS
13. CLOSED SESSION
 - a. Consideration of Request made for confidential agreement – Closed session pursuant to MCL 15.268(h).

14. 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 allowed five (5) minutes maximum to address the Council. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Council.



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

MEMORANDUM

TO: Lowell City Council

FROM: David Pasquale, Interim City Manager

RE: Council Agenda for **Tuesday**, February 16, 2016

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES FROM THE PRECEDING REGULAR AND/OR SPECIAL MEETINGS(S)
 - a. February 1, 2016 – Regular Session Meeting
4. ACCOUNTS PAYABLE
5. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS

a. Strategic Goals Report (tabled)

The report is attached for your review.

b. Pending Council Projects Report

The report is attached for your review.

c. Council Training and Information Schedule

An updated schedule is attached for your review. City staff has been working together and with others to schedule the next few presentations. Please let me know if there are items to add or if there is something you would like to see moved up the list.

d. Equipment Purchase (tabled)

This item was tabled for further discussion.

Since that time we have discussed and reaffirmed that our recommended priorities for equipment replacement are outlined in the current plan adopted by the city council.

In the meantime, we have reviewed the past several years of service records on the current skid steer and there does not appear to be any significant major overhaul that has been required. Records show that the annual costs for maintenance and repair (including parts and labor) have been:

- 2009 \$ 1,445.57
- 2010 \$ 2,360.38
- 2011 \$ 1,529.58
- 2012 \$ 1,713.61
- 2013 \$ 1,340.89
- 2014 \$ 1,158.84
- 2015 \$ 875.74

Trade-in value of the equipment has been quoted at \$3,500 as-is or \$4,000 with the door replaced. This does not necessarily reflect the value in a private auction which we have used with some success in the past.

The door has arrived with some installation hardware expected soon. Our annual staff review of the equipment replacement plan will occur within the next month during which time we can reassess priorities and update the plan for your consideration. The recommendation is to continue to work with the staff to update our long-term plan for equipment replacement.

The attached memo from Interim Public Works Director Ron Woods outlines the recommendation to replace the door. The total cost (including the door and hardware is \$2,731.

e. Strategic Plan Overview

This item was tabled from the last meeting.

7. NEW BUSINESS

a. Fireworks For Riverwalk

The Lowell Area Chamber of Commerce is requesting approval of a permit for a fireworks display on Saturday, July 9, 2016. This will be part of the annual Riverwalk Festival and, as in recent years, the fireworks will be launched from Stoney Lakeside Park.

Recommended Motion: That the Lowell City Council approves the request from the Lowell Area Chamber of Commerce for a fireworks display on Saturday, July 9, 2016.

b. Riverwalk Festival Street Closure Request

The Lowell Area Chamber of Commerce is requesting several street closures relating to events that are part of the annual Riverwalk Festival.

Recommended Motion: That the Lowell City Council approve the request from the Lowell Area Chamber of Commerce to close Avery Street, west of Monroe Street, beginning on Thursday, July 7, 2016, at 6 a.m. through Saturday, July 9, 2016, ending at 6 p.m.; and to close Avery Street, east of Monroe to the Nazarene Church Parking Lot and Washington Street, north of Main to the Lowell Area Schools Parking Lot, on Saturday, July 9, 2016, from 6 a.m. to 4 p.m.

c. Big Boiler Brewery – Resolution – 01-16

Brent Slagell of Big Boiler Brewery and City Attorney Richard Wendt will be present to review the status of the Brewery project at the Superior Furniture building. In particular, the Community Development Block Grant for this project will be discussed.

Recommended Motion: To approve the attached Resolution- 01-16 to the Michigan Liquor Control Commission.

d. Interim City Manager Contract Agreement

The attached agreement outlines the terms of employment for David Pasquale who is serving as Interim City Manager.

Recommended Motion: To approve the agreement between the City of Lowell and Interim City Manager David Pasquale.

e. Interim City Manager Resolution – 02-16

The enclosed resolution states the Council's agreement to employ David Pasquale as Interim City Manager and Pasquale's acceptance of the position.

Recommended Motion: To approve the Resolution 02-16.

f. Wastewater Inflow & Infiltration – Presentation by Prein & Newhoff

Brian Vilmont of Prein and Newhoff will present a schedule of recommended projects regarding the wastewater inflow and infiltration project. The projects include the main lift station replacement, the Valley Vista lift station and replacing the sanitary sewer river closing and reconstructing the sanitary sewer by King Milling.

g. Assessors Agreement

Jeff and Debra Rashid have been the City's assessors since April, 2010. The agreement adjusts compensation from \$36,000 to \$45,000 a year. There was no increase in the past six years.

Recommended Motion: To approve the agreement between the City of Lowell and Jeff and Debra Rashid, adjusting their compensation from \$36,000 to \$45,000 per year.

h. Assessors Resolution – 03-16

This is a Resolution approving and authorizing the execution of property tax assessor employment agreement between the City and Jeffrey and Debra Rashid.

Recommended Motion: To approve Resolution 03-16.

8. MONTHLY REPORTS

9. BOARD/COMMISSION REPORTS

10. APPOINTMENTS TO COMMISSIONS AND BOARDS

a. Citizen Appointments

Planning Commission

Vacancy

06/30/2017

Vacancy

06/30/2018

11. MANAGER'S REPORT

12. COUNCIL COMMENTS

13. CLOSED SESSION

- a. Consideration of Request made for confidential agreement – Closed session pursuant to MCL 15.268(h).

14. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, FEBRUARY 1, 2016, 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 City Clerk Susan Ullery.

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

Absent: None.

Also Present: City Clerk Susan Ullery, City Treasurer Sue Olin, DPW Director Ron Woods, Light & Power Director Greg Pierce and Police Sergeant Chris Hurst.

2. APPROVAL OF THE AGENDA.

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

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

3. APPROVAL OF THE MINUTES FROM THE PRECEDING REGULAR AND/OR SPECIAL MEETINGS.

IT WAS MOVED BY HODGES and seconded by DEVORE to approve the regular minutes of the January 19, 2016 meeting as written.

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

IT WAS MOVED BY DEVORE and seconded by TEELANDER to approve the minutes of the special public meeting held on January 26, 2016 meeting as written.

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

IT WAS MOVED BY TEELANDER and seconded by PHILLIPS to approve the minutes of the special closed meeting held on January 26, 2016 meeting as written.

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

4. APPROVAL OF THE ACCOUNTS PAYABLE.

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

YES: Councilmember Teelander, Mayor Altoft, Councilmember DeVore, Councilmember Hodges and

Councilmember Phillips. NO: None. ABSENT: None. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (2/01/2016)

General Fund	\$12,497.49
Major Street Fund	\$762.71
Local Street Fund	\$7,349.30
Downtown Development Fund	\$3,419.66
Airport Fund	\$1,549.99
Wastewater Fund	\$37,940.74
Water Fund	\$7,479.14
Data Processing Fund	\$387.98
Equipment Fund	\$420.00
Current Tax Collected	\$132,435.03

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

Citizens Greg Canfield, Perry Beachum, Jeff Dickerman, Jim Salzwedel, Andrew Schrauben, Maryalene LaPonsie, Gerry Teelander, Lynette Salzwedel, Peggy Covert, Sharon Ellison, Tony Ellison and Marty Chambers all spoke regarding various concerns.

6. **OLD BUSINESS.**

a. **Strategic Goals Report.**

This item was tabled.

b. **Pending Council Project Report.**

Greg Pierce from Lowell Light & Power provided a memo and updated the board regarding the underground electrical lines.

c. **Council Training and Information Schedule.**

Greg Pierce from Lowell Light & Power provided a presentation on rate structure. Steve Donkersloot, Financial Manager at Lowell Light and Power, provided a presentation about the "Power Cost Adjustment" factor (PCA) and how it works.

d. **Equipment Purchase.**

This item was tabled.

e. **Big Boiler Brewing Company Job Creation Grant.**

The job creation grant application has been prepared and submitted to the Michigan Economic Development Corporation (MEDC). Requests for proposals for the administrative consultant have been advertised. The City will continue working with the MEDC and hope to bring a recommendation to the Council at its next meeting on February 16. Councilmember Hodges suggested that Attorney Dick Wendt be present at the next meeting so that he can inform the members and residents on the update of the situation.

f. **Strategic Plan Overview.**

This item was tabled.

7. **NEW BUSINESS.**

a. **Actions Needed Toward Hiring An Acting City Manager.**

Mayor Altoft stated the council received applications for the position.

IT WAS MOVED BY HODGES and seconded by DEVORE to hire David Pasquale as the Acting City Manager.

YES: Mayor Altoft, Councilmembers DeVore, Hodges, Phillips and Teelander.

NO: None. ABSENT: None. MOTION CARRIED.

Mayor Altoft welcomed David Pasquale up to sit with the council at the front of the chambers. Pasquale spoke to the residents stating that he is doing this because he loves this community.

b. **Lowell Historic Museum Update – Lisa Plank.**

Lisa passed around the museum's annual report and discussed what happened in 2015 as well as their plans for 2016.

8. **BOARD/COMMISSIONS REPORTS.**

Nothing new to report.

9. **APPOINTMENTS TO COMMISSIONS AND BOARDS.**

a. **Citizen Appointments.**

Mayor Altoft discussed appointing Matt Mayer back to the Fire Authority Board on a temporary basis as David Pasquale will no longer be able to serve while he is Acting City Manager.

IT WAS MOVED BY DEVORE and seconded by TEELANDER to appoint Matt Mayer as a temporary citizen to the Fire Authority Board.

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

Mayor Altoft stated that there was an opening on the LCTV Board. City resident Mark Mundt submitted a letter of interest for this position.

IT WAS MOVED BY HODGES and seconded by DEVORE to appoint Mark Mundt to the LCTV Board.

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

10. MANAGER'S REPORT.

Nothing was reported.

11. COUNCIL COMMENTS.

Councilmember Hodges stated that the Arbor Board will be meeting on Monday at noon. The LCTV Endowment Board will be meeting soon and the LOOK Committee will be meeting again in April. He congratulated Mike Sprenger as the Chamber of Commerce person of the year. He also asked to pause for a moment to remember Mike Young who was the City Manager in Rockford who passed away recently and wished the best to the City of Rockford.

Councilmember Phillips spoke to David. Pasquale, stating his speech was inspiring and he looks forward to working with him. He also questioned DPW Director Ron Woods about the oak tree on his street. Woods stated that he will be bringing the issue to the Arbor Board next week.

Councilmember Teelander thanked all of the citizens who stood up and spoke.

Councilmember DeVore spoke about his role in taking over Coffee with Council. Wednesday, February 3 at 11:00 he will be at Senior Neighbors. In the upcoming weeks, he intends to go to Schneider Manor and other remote locations. He welcomed resident comments.

Mayor Altoft thanked everyone for coming tonight and expressed his hope in mending the city and moving forward.

12. ADJOURNMENT.

IT WAS MOVED BY DEVORE and seconded by TEELANDER to adjourn at 8:50 p.m.

DATE:

APPROVED:

Jeff Altoft, Mayor

Susan Ullery, City Clerk

02/12/2016 09:33 AM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 01/29/2016 - 02/11/2016
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					
101-000-084.015	DUE FROM FIRE AUTHORITY	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	52.26	67408
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES	177.00	67431
101-000-222.002	DUE TO COUNTY-DOG LICENSE	KENT COUNTY HEALTH DEPT	DOG LICENSES	483.60	67430
101-000-224.000	DUE TO MUSEUM CIVIL WAR B	CENTEC CAST METAL PRODUCT	CEMETERY MARKERS	1,222.00	67412
101-000-224.000	DUE TO MUSEUM CIVIL WAR B	GR CENTRAL IRON & STEEL I	CEMETERY SUPPLIES	280.00	67421
101-000-225.000	DUE TO SCHOOL-TRAILER FEE	LOWELL AREA SCHOOLS	59 TRAILER FEES	118.00	67437
Total For Dept 000				2,332.86	
Dept 101 COUNCIL					
101-101-727.000	OFFICE SUPPLIES	HOOPER PRINTING	STATEMENT OF ACCT	36.94	67427
101-101-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	13.43	67450
Total For Dept 101 COUNCI				50.37	
Dept 172 MANAGER					
101-172-850.000	COMMUNICATIONS	HOWE, MARK	MILEAGE & PHONE REIMBURSE	240.00	67428
101-172-860.000	TRAVEL EXPENSES	HOWE, MARK	MILEAGE & PHONE REIMBURSE	414.87	67428
Total For Dept 172 MANAGE				654.87	
Dept 191 ELECTIONS					
101-191-900.000	PRINTING	LOWELL LEDGER	STATEMENT OF ACCOUNT	107.50	67438
Total For Dept 191 ELECTI				107.50	
Dept 209 ASSESSOR					
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	ASSESSING OFFICE EXPENSES	82.62	67401
Total For Dept 209 ASSESS				82.62	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROF SERVICES	2,187.50	67395
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROF SERVICES	192.50	67395
Total For Dept 210 ATTORN				2,380.00	
Dept 215 CLERK					
101-215-900.000	PRINTING	LOWELL LEDGER	STATEMENT OF ACCOUNT	287.75	67438
Total For Dept 215 CLERK				287.75	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SPRINGROVE VARIETY	RECEIPT BOOKS	4.76	67406
101-265-727.000	OFFICE SUPPLIES	HOOPER PRINTING	STATEMENT OF ACCOUNT	165.37	67427
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	6.61	67450
101-265-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	74.97	67408
101-265-740.000	OPERATING SUPPLIES	MUNDT, THERESA	SAM'S CLUB REIMBURSEMENT	118.92	67439
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	139.51	67450
101-265-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	56.14	67402
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 12/28 -	660.00	67404
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	2,920.45	67413
Total For Dept 265 CITY H				4,146.73	
Dept 276 CEMETERY					
101-276-955.000	MISCELLANEOUS EXPENSE	LOWELL LEDGER	STATEMENT OF ACCOUNT	24.88	67438
Total For Dept 276 CEMETE				24.88	
Dept 294 UNALLOCATED MISCELLANEOUS					
101-294-955.000	UNALLOCATED MISCELLANEOUS	STATE OF MICHIGAN	MIDEAL 2016	180.00	67448
Total For Dept 294 UNALLO				180.00	
Dept 301 POLICE DEPARTMENT					
101-301-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	57.97	67408
101-301-740.000	OPERATING SUPPLIES	MUNDT, THERESA	SAM'S CLUB REIMBURSEMENT	104.06	67439
101-301-744.000	UNIFORMS	CURTIS CLEANERS	STATEMENT OF ACCOUNT	522.85	67414
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	14.00	67441
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	75.00	67441
101-301-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	POLICE COPIER	120.36	67416
101-301-864.000	CONFERENCES & CONVENTIONS	MI ASSOC OF CHIEF OF POLI	POLICE VOTING MEMBERSHIP	115.00	67400

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
101-301-930.000	R & M EQUIPMENT	LAUREN, GORDY	REIMBURSEMENT	114.46	67434
101-301-930.000	R & M EQUIPMENT	MUNDT, THERESA	SAM'S CLUB REIMBURSEMENT	158.98	67439
101-301-931.000	R & M POLICE CARS	GRAND AUTO FAMILY	POLICE IMPALA 2010	691.93	67422
101-301-931.000	R & M POLICE CARS	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	5.41	67440
Total For Dept 301 POLICE				1,980.02	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SERVICES	826.44	67407
101-400-801.000	PROFESSIONAL SERVICES	HEALTH AND MORE	REFUND FOR SITE PLAN	350.00	67426
Total For Dept 400 PLANNI				1,176.44	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	3.98	67408
101-441-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	DPW SUPPLIES	250.55	67409
101-441-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	117.38	67402
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	STATEMENT OF ACCOUNT	29.97	67393
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	996.30	67413
Total For Dept 441 DEPART				1,398.18	
Dept 442 SIDEWALK					
101-442-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	15.99	67408
Total For Dept 442 SIDEWA				15.99	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	105.52	67413
Total For Dept 747 CHAMBE				105.52	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	25.96	67408
Total For Dept 751 PARKS				25.96	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	46.75	67450
101-790-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	25.52	67402
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	1,060.82	67413
101-790-930.000	REPAIR & MAINTENANCE	BEHRENS LIMITED, LCC	HAND DRIER - LIBRARY	300.00	67391
101-790-930.000	REPAIR & MAINTENANCE	RUESINK, KATHIE	CLEANING SERVICES 12/28 -	420.00	67404
101-790-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	7.77	67440
101-790-930.000	REPAIR & MAINTENANCE	OVERHEAD DOOR	DPW FOREMAN BLDG DOOR REP	334.15	67442
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY R & M	324.67	67444
101-790-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	STATEMENT OF ACCOUNT	15.15	67446
Total For Dept 790 LIBRAR				2,534.83	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	24.28	67408
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	565.91	67413
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	27.15	67436
Total For Dept 804 MUSEUM				617.34	
Total For Fund 101 GENERA				18,101.86	
Fund 238 HISTORICAL DISTRICT FUND					
Dept 000					
238-000-880.000	COMMUNITY PROMOTION	JAMES REAGAN, DDS	30% HDC GRANT FOR PAINTIN	1,893.00	67399
Total For Dept 000				1,893.00	
Total For Fund 238 HISTOR				1,893.00	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SERVICES	289.66	67453
Total For Dept 450 CAPITA				289.66	
Dept 463 MAINTENANCE					
248-463-930.000	REPAIR & MAINTENANCE	DURKEE LUMBER	STATEMENT OF ACCOUNT	290.20	67418

02/12/2016 09:33 AM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 01/29/2016 - 02/11/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
		Total For Dept 463 MAINTENANCE		290.20	
		Total For Fund 248 DOWNTOWN		579.86	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PROF SERVICES	227.50	67395
581-000-802.000	CONTRACTUAL	SCENIC EXPRESSIONS LLC	AIRPORT PLOWING	1,500.00	67405
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	22.59	67413
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	38.33	67413
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	19.16	67413
		Total For Dept 000		1,807.58	
		Total For Fund 581 AIRPORT		1,807.58	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-276.000	Sewer Inside 5/8"	BOYCE, CINDY	UB refund for account: 1-	33.90	67392
590-000-276.000	Sewer Inside 5/8"	ROGERS, DALE	UB refund for account: 1-	45.48	67403
		Total For Dept 000		79.38	
Dept 550 TREATMENT					
590-550-930.000	REPAIR & MAINTENANCE	LIBERTY PROCESS EQUIPMENT	WWTP R & M	1,828.98	67435
590-550-970.000	CAPITAL OUTLAY	SUEZ WATER, INC.	AERATION TANK CLEANING	25,404.00	67449
		Total For Dept 550 TREATMENT		27,232.98	
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	CARDMEMBER SERVICE	STATEMENT OF ACCOUNT	847.18	67411
590-551-930.000	REPAIR & MAINTENANCE	EJ USA, INC.	SEWER R & M	2,500.00	67419
590-551-930.000	REPAIR & MAINTENANCE	POLLUTION CONTROL SERVICE	SEWER COLLECTION R & M	2,237.55	67443
590-551-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	WATER/SEWER R&M	37.61	67447
		Total For Dept 551 COLLECTION		5,622.34	
Dept 552 CUSTOMER ACCOUNTS					
590-552-730.000	POSTAGE	POSTMASTER	WATER BILLS MAILING JANUARY	211.28	67389
		Total For Dept 552 CUSTOMER		211.28	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SERVICES	72.42	67453
		Total For Dept 553 ADMINISTRATION		72.42	
		Total For Fund 590 WASTEWATER		33,218.40	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water Inside 5/8"	BOYCE, CINDY	UB refund for account: 1-	34.32	67392
591-000-276.000	Water	DREW, PHYLLIS	UB refund for account: 3-	57.20	67396
		Total For Dept 000		91.52	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP SUPPLIES	1,528.42	67398
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	40.97	67408
591-570-740.000	OPERATING SUPPLIES	GIBSON LABORATORIES, INC.	WTP SUPPLIES	302.38	67420
591-570-743.000	CHEMICALS	USALCO	WTP CHEMICALS	7,663.56	67452
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	691.79	67413
591-570-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	13.98	67408
		Total For Dept 570 TREATMENT		10,241.10	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	83.06	67450
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION JAN 2016	815.00	67429
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT 12/2	197.81	67394
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	STATEMENT OF ACCOUNT	214.02	67413
591-571-930.000	REPAIR & MAINTENANCE	CARDMEMBER SERVICE	STATEMENT OF ACCOUNT	847.19	67411
591-571-930.000	REPAIR & MAINTENANCE	SHOWBOAT AUTOMOTIVE SUPPL	WATER/SEWER R&M	37.61	67447

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DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 01/29/2016 - 02/11/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 4/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 571 DISTRIBUTION					
		Total For Dept 571 DISTRI		2,194.69	
Dept 572 CUSTOMER ACCOUNTS					
591-572-730.000	POSTAGE	POSTMASTER	WATER BILLS MAILING JANUA	211.29	67389
		Total For Dept 572 CUSTOM		211.29	
Dept 573 ADMINISTRATION					
591-573-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SERVICES	72.41	67453
591-573-991.000	PRINCIPAL-BONDS	THE BANK OF NY MELLON TRU	WSS REV RDG BOND SERIES 2	140,000.00	67451
591-573-995.000	INTEREST-BONDS	THE BANK OF NY MELLON TRU	WSS REV RDG BOND SERIES 2	4,702.50	67451
		Total For Dept 573 ADMINI		144,774.91	
		Total For Fund 591 WATER		157,513.51	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	LOWELL AREA SCHOOLS	COPY CENTER EXPENSES	254.00	67437
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	STATEMENT OF ACCOUNT	3,673.83	67390
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	STATEMENT OF ACCOUNT	1,590.62	67390
636-000-801.000	PROFESSIONAL SERVICES	DREW WIRELESS	PROFESSIONAL SERVICES	1,365.00	67417
636-000-801.000	PROFESSIONAL SERVICES	DREW WIRELESS	LPD 3YR MOBILITY XE MAINT	516.00	67417
636-000-802.000	CONTRACTUAL	BS&A SOFTWARE	ASSESSING SYSTEM SUPPORT	828.00	67410
636-000-802.000	CONTRACTUAL	HASSELBRING-CLARK	COPY MACHINE	334.09	67425
636-000-986.000	COMPUTER DATA PROCESSING	DELL MARKETING L P	DOCKING STATIONS	285.98	67415
636-000-986.000	COMPUTER DATA PROCESSING	DELL MARKETING L P	DEJONG COMPUTER	796.71	67415
		Total For Dept 000		9,644.23	
		Total For Fund 636 DATA P		9,644.23	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	FASTENAL COMPANY	EQUIP FUND SUPPLIES	39.39	67397
661-895-740.000	OPERATING SUPPLIES	GTW	EQUIP FUND SUPPLIES	45.56	67424
661-895-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	STATEMENT OF ACCOUNT	68.77	67408
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	STATEMENT OF ACCOUNT	232.25	67440
661-895-930.000	REPAIR & MAINTENANCE	RHD TIRE	EQUIP R & M (#20)	840.00	67445
661-895-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	EQUIP R & M	93.05	67454
		Total For Dept 895 FLEET		1,319.02	
		Total For Fund 661 EQUIPM		1,319.02	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	6,617.30	67431
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	6,070.75	67432
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	35,874.39	67437
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	672.82	67431
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	537.17	67433
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	258.21	67423
		Total For Dept 000		50,030.64	
		Total For Fund 703 CURREN		50,030.64	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL

EXP CHECK RUN DATES 01/29/2016 - 02/11/2016

BOTH JOURNALIZED AND UNJOURNALIZED

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	18,101.86
Fund 238	HISTORICAL DISTR	1,893.00
Fund 248	DOWNTOWN DEVELOP	579.86
Fund 581	AIRPORT FUND	1,807.58
Fund 590	WASTEWATER FUND	33,218.40
Fund 591	WATER FUND	157,513.51
Fund 636	DATA PROCESSING	9,644.23
Fund 661	EQUIPMENT FUND	1,319.02
Fund 703	CURRENT TAX COLL	50,030.64

274,108.10



STRATEGIC GOALS REPORT

FEBRUARY 16, 2016

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

February 16, 2016

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.

2016 Council Training and Information Schedule

January 19 (Tuesday, MLK Holiday)

- **Strategic Planning Overview – not completed**

February 1

- **Light & Power - completed**
- **Equipment Replacement Plan – not completed**

February 16 (Tuesday, President's Day)

- **Water and Wastewater Systems**
- **Street Plan and Asset Management**
- **Strategic Planning, Finalize Overall Priorities**

March 7

- **City Finances and Fund Accounting**
- **LCTV Fund, Look Memorial, Carr Funds, Lee Fund**
- **Sidewalk Repair and Replacement**
- **Community Facilities**

March 21

- **Preliminary Budget Recommendations**
- **Arbor Board and Urban Forest Initiative**
- **Parks & Recreation, LARA, Trails**

April 4 (Spring Break week)

-

April 18

- **City Manager's Budget Recommendation**

May 2

- **Budget Review and Discussion**

May 16

- **Public Hearing and Adoption of Final Budget**
- **Planning & Zoning**

June 6

- **Downtown Development Authority**
- **Historic District Commission**

June 20

-

July 5 (Tuesday, Fourth of July week)

-

July 18

-

August 1

-

August 15

-

September 6 (Tuesday, Labor Day week)

-

September 19

-

October 3

-

October 17

-

November 7

-

November 21 (Thanksgiving week)

-

December 5

-

December 19 (Christmas week)

-



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085

To: Dave Pasquale, City Manager
From: Ron Woods, Interim Public Works Director
Date: February 10, 2016
Subject: New Holland Door Replacement

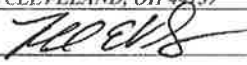
As you are aware, the door on our 1996 New Holland skid-steer has been broken since mid- November 2015. A new door was ordered and is in our possession at the Department of Public Works. Lowell City Council has discussed the possibility of totally replacing the skid steer during several meetings and I was directed to not place the new door on our old skid-steer. However, with no City Council action over the last two meetings, it is now my recommendation to replace the door.

The discussion in City Council has centered around budgetary constraints while trying to protect City personnel from the elements. In addition, the cost of the door replacement is approximately equal to the anticipated value of the piece of equipment. However, given our budgetary constraints, and in reviewing our equipment replacement schedule with staff, they are in agreement with our priority of replacing our 1983 loader before replacing the skid-steer. The loader is scheduled for replacement in Fiscal Year 16/17 and the skid-steer is scheduled for replacement in Fiscal Year 18/19.

APPLICATION FOR FIREWORKS DISPLAY PERMIT
Michigan Department of Energy, Labor, & Economic Growth
Bureau of Fire Services
P.O. Box 30700
Lansing, MI 48909
(517) 241-8847

2016

Authority: 1988 PA 358 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
---	--

<input checked="" type="checkbox"/> PUBLIC DISPLAY	<input type="checkbox"/> AGRICULTURAL PEST CONTROL	Date of Application 01/20/16
Name of Applicant MELROSE PYROTECHNICS, INC.	Address P.O. BOX 302, KINGSBURY, IN 46345	Age (18 or over)
If a Corporation, Name of President MICHAEL CARTOLANO	Address P.O. BOX 302, KINGSBURY, IN 46345	
If a Non-resident Applicant: Name of MI Attorney or Resident Agent MIKE VAN LOO	Address P.O. BOX 123; 9019 W. BELDING RD, SUITE 3., BELDING, MI 48809	Phone No. (616) 794-0205
Name of Pyrotechnic Operator RANDY LOVELAND	Address P.O. BOX 123, BELDING, MI 48809	Age (18 or over) 62
No. Years Experience No. Displays 18 YEARS 260+	Where MICHIGAN, ILLINOIS, INDIANA	
Name of Assistant: BRIAN LOPER	Address P.O. BOX 123, BELDING, MI 48809	Age 49
Name of Other Assistant: DAVE ENBODY	Address P.O. BOX 123, BELDING, MI 48809	Age 42
Exact Location of Proposed Display STONE LAKESIDE PARK, 1200 BOWES ROAD, LOWELL, MI		
Date of Proposed Display July 9, 2016 Time of Proposed Display Dusk		
No. Of Fireworks	Kind of Fireworks to be Displayed	
Approximately 500	Aerial display shells ranging in size from 2.5 inches to 6 inches in diameter.	
Manner & Place of Storage Prior to Display (Subject to Approval of Local Fire Authorities) NO STORAGE NECESSARY, DELIVERED ON DATE OF DISPLAY		
Amount of Bond of Insurance (to be set by local gov't) \$5,000,000.00	Name of Bonding Corporation or Insurance Company BRITTON-GALLAGHER & ASSOCIATES	
Address of Bonding Corporation or Insurance Company 6240 SOM CENTER RD., CLEVELAND, OH 44139		
Signature of Applicant  For Melrose Pyrotechnics, Inc.		

SEE OTHER SIDE FOR INSTRUCTIONS

FIREWORKS DISPLAY PERMIT
Michigan Department of Energy, Labor, & Economic Growth
Bureau of Fire Services
P.O. Box 30700
Lansing, MI 48909
(517) 241-8847

2016

Authority: 1988 PA 358	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
Compliance: Voluntary	
Penalty: Permit will not be issued	

This permit is not transferable. It authorizes the resident wholesale dealer or jobber named below to have in his or her possession fireworks of any type, for sale only to holders of permits for public display or agriculture control.

☒ PUBLIC DISPLAY

☐ AGRICULTURAL PEST CONTROL

Issued To <i>MELROSE PYROTECHNICS, INC.</i>		Age (18 or over)
Address <i>P. O. BOX 123; 9019 W. BELDING RD, SUITE 3, BELDING, MI 48809</i>		
Name of Organization, Group, Firm, or Corporation <i>Lowell Area Chamber of Commerce</i>		
Address <i>113 Riverwalk, Lowell, Michigan</i>		
Number and Types of Fireworks <i>Approximately 500 aerial display shells ranging in size from 2.5 inches to 6 inches in diameter.</i>		
Exact Location of Display <i>Stoney Lakeside Park, 1200 Bowes Road</i>		
City, Village, Township <i>Lowell, MI</i>		Date <i>July 9, 2016</i>
Bond or Insurance Filed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Time <i>Dusk</i>
		Amount <i>\$5,000,000.00</i>

Issued by action of the ☐ council ☐ commission ☐ board of the

☐ city ☐ village ☐ township of _____
(Name of City, Village, Township)

on the _____ day of _____,

(Signature and Title of Council/Commission/Board Representative)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/20/2016

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 Britton Gallagher One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 FAX (A/C, No): E-MAIL: ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Everest Indemnity Insurance Co. 10851 INSURER B: Everest National Insurance Company 10120 INSURER C: Travelers Indemnity Co 25658 INSURER D: Maxum Indemnity Company 26743 INSURER E: INSURER F:
INSURED Melrose Pyrotechnics, Inc. Kingsbury Industrial Parkway Heinold Complex Kingsbury IN 46345	NAIC #

COVERAGES

CERTIFICATE NUMBER: 51067776

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 INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	SI8ML00042-161	1/15/2016	1/15/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		SI8CA00025-161	1/15/2016	1/15/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		EXC6017975	1/15/2016	1/15/2017	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
C	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	N/A	0323N491 (MI)	4/1/2015	4/1/2016	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

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

DISPLAY DATE: July 9, 2016

LOCATION: Stoney Lakeside Park, Lowell MI

ADDITIONAL INSURED: Lowell Area Chamber of Commerce; Liz Baker; City of Lowell, MI; The Laurels of Kent

CERTIFICATE HOLDER**CANCELLATION**

Lowell Area Chamber of Commerce Liz Baker 113 Riverwalk Plaza 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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ACORD 25 (2010/05)

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DATE (MM/DD/YYYY)

1/20/2016

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PRODUCER Britton Gallagher One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 FAX (A/C, No): E-MAIL: ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A : Everest Indemnity Insurance Co. 10851 INSURER B : Everest National Insurance Company 10120 INSURER C : Travelers Indemnity Co 25658 INSURER D : Maxum Indemnity Company 26743 INSURER E : INSURER F :
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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	SI8ML00042-161	1/15/2016	1/15/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		SI8CA00025-161	1/15/2016	1/15/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$		EXC6017975	1/15/2016	1/15/2017	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
C	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	0323N491 (MI)	4/1/2015	4/1/2016	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

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

DISPLAY DATE: July 9, 2016

LOCATION: Stoney Lakeside Park, Lowell MI

ADDITIONAL INSURED: Lowell Area Chamber of Commerce; Liz Baker; City of Lowell, MI; The Laurels of Kent

CERTIFICATE HOLDER

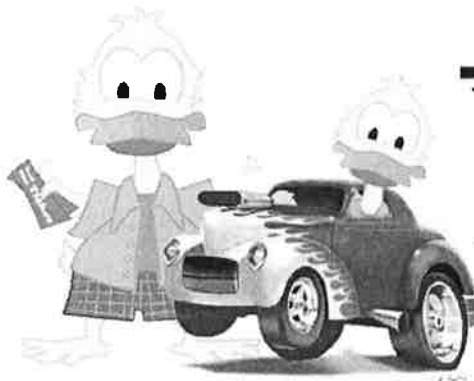
CANCELLATION

Lowell Area Chamber of Commerce Liz Baker 113 Riverwalk Plaza 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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ACORD 25 (2010/05)

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LOWELL

LOWELL AREA CHAMBER OF COMMERCE

February 9, 2016

Mayor Altoft and Members of the City Council

22nd Annual Riverwalk Festival, 2016 - Thursday July 7, Friday July 8 & Saturday July 9

This three-day event includes many activities for you and your family to enjoy. Thursday and Friday live concerts and Saturday Open Mic Day, River Valley Credit Union Arts & Crafts & Re-found Treasures show, Saturday From the Heart Parade, Riverwalk Cruise-in (classic cars), Pink Arrow Kidz Zone, kayak and canoe race, kayak fun, food booths, Englehardt Library used book sale, downtown shopping, street entertainers, \$1500 State Farm Duck Raffle, Laurels of Kent fireworks and much more!

FESTIVAL HOURS:

Thursday– 5 pm to 9 pm

Live entertainment on the Stage begins at 7 pm

Friday – 5 pm to 9 pm

Live entertainment on the Stage begins at 7 pm

Saturday – 8 am to 4 pm.

Open Mic Day from 10 am to 4 pm, featuring local musicians

Rejoin us for our wonderful fireworks, which shoot off at 10:15 pm

We are requesting street closure for the following streets and times:

- Request permission to close Avery Street west of Monroe, Thurs, July 7 beginning at 6 am through Saturday, July 9, 6:00 pm for the purpose of food concessions
- Request permission to close Avery Street, east of Monroe to the Nazarene Church Parking Lot and Washington Street, north of Main to the Lowell Area Schools Parking Lot, Saturday, July 9 beginning at 6:00 am to 4:00 pm for the Riverwalk Cruise-in

Sincerely,

Liz Baker

Executive Director

Lowell Area Chamber of Commerce



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
Toll Free (866) 813-0011 • www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC use only)

Local Government Approval

(Authorized by MCL 436.1501)

Res# 01-16

Instructions for Applicants:

- Provide a copy of your Application for New Licenses, Permits, or Transfer of Ownership or Interest in License (form LCC-3011 for Retail or form LCC-3015 for Manufacturers and Wholesalers) to the local unit of government.

Instructions for Local Legislative Body:

- Complete this resolution, or provide a resolution, a letter of certification from the clerk, or minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)

Moved by _____ and supported by _____
that the application from _____
(name of applicant)
for the following license(s): _____
(e.g. Class C, Tavern, B-Hotel, Micro Brewer)

and the following permits, if applied for: ☐ Dance Permit ☐ Entertainment Permit ☐ Topless Activity Permit

☐ Extended Hours Dance Permit Hours Required: _____

☐ Extended Hours Entertainment Permit Hours Required: _____

to be located at _____

be considered for _____
(approval or disapproval)

Approval

Yeas: _____

Nays: _____

Absent: _____

Disapproval

Yeas: _____

Nays: _____

Absent: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a _____ meeting held on _____
(regular or special) (township, city, village) (date)

Name and title of authorized officer (please print): _____

Signature and date of authorized clerk: _____

Phone number and e-mail of authorized officer: _____

INTERIM CITY MANAGER EMPLOYMENT AGREEMENT

THIS CITY MANAGER EMPLOYMENT AGREEMENT (the "Agreement") is made and entered into as of February 1, 2016, between the **CITY OF LOWELL**, a Michigan municipal corporation (the "City"), and **DAVID M. PASQUALE** ("Pasquale").

RECITALS

- A. The City desires to employ the services of Pasquale as interim City Manager.
- B. Pasquale has agreed to be employed as interim City Manager.
- C. The City and Pasquale desire to provide for certain terms and conditions of such employment.

NOW, THEREFORE, in exchange for the consideration in, or referred to by, this Agreement, the City and Pasquale agree as follows:

Section 1. Employment. The City hereby agrees to employ Pasquale full-time as interim City Manager to perform the duties and functions specified in the City Charter and the City Code of Ordinances along with such other legally permissible and proper duties and functions as the City Council may from time to time assign and Pasquale agrees to be so employed. Pasquale agrees to remain in the exclusive employ of the City during the time he serves as City Manager unless otherwise specifically agreed to in advance by the City in writing.

Section 2. Term of Employment. Pasquale's term of employment is for an indefinite period beginning February 1, 2016, subject to the conditions contained herein. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Council to terminate the services of Pasquale at any time, subject to the City Charter, applicable law and the provisions set forth in this Agreement. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Pasquale to resign at any time subject to the provisions set forth in this Agreement.

Section 3. Compensation. The salary of Pasquale as interim City Manager shall be Eight Thousand Five Hundred Dollars (\$8,500) per calendar month commencing February 1, 2016, pro-rated for any partial calendar month of employment. The City shall pay Pasquale incrementally on the same basis as other City employees, i.e., every two (2) weeks.

Section 4. Termination of Employment. Pasquale shall serve as interim City Manager at the will of the City Council and the City Council may terminate his employment with or without cause upon thirty (30) days advanced written notice to Pasquale. Similarly, Pasquale may resign his position as interim City Manager at any time upon thirty (30) days advanced written notice to the City.

Section 5. Benefits. Pasquale shall receive during his employment as interim City Manager a payment in lieu of receiving health insurance benefits of Three Hundred Twenty-Five

Dollars (\$325.00) per calendar month pro-rated for any partial calendar month of employment. Pasquale shall be reimbursed mileage for the use of his motor vehicle at the Internal Revenue Service established reimbursement rate in connection with his employment. Pasquale shall not receive dental insurance, vision insurance, life insurance, short term disability, long term disability benefits or vacation, sick or personal leave.

Section 6. Additional Provisions. This Agreement shall be subject to the following additional provisions:

(a) This is the entire agreement between the parties and it supersedes any prior or contemporaneous agreements, contracts, understandings or arrangements, whether written or oral.

(b) This Agreement may not be amended or modified except in writing signed by both parties.

(c) One or more copies of this Agreement may be executed and any executed copy or any photostatic copy may be used and enforced as an original copy.

(d) Any provision of this Agreement which is found to be illegal or void by a court of competent jurisdiction shall be treated as never having been a part of this Agreement and will have no effect on the remaining provisions of this Agreement.

(e) This Agreement shall be construed, interpreted and enforced under the laws of the State of Michigan.

The City and Pasquale have executed this Agreement as of the date first written above.

CITY OF LOWELL

By: _____
Jeff Altoft, Mayor

Attest: _____
Susan Ullery, City Clerk

DAVID M. PASQUALE

David M. Pasquale

**CITY COUNCIL
CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. __-16

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN
INTERIM CITY MANAGER EMPLOYMENT AGREEMENT WITH
DAVID M. PASQUALE**

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following resolution:

WHEREAS, the City desires to employ the services of David M. Pasquale ("Pasquale")
as interim City Manager of the City; and

WHEREAS, Pasquale has agreed to be employed as interim City Manager of the City;
and

WHEREAS, such employment shall be in accordance with the terms and conditions of a
City Manager Employment Agreement (the "Agreement").

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That the Agreement in the form presented at this meeting between the City and
Pasquale is approved and the Mayor and City Clerk are authorized and directed to execute the
Agreement for and on behalf of the City.

2. That all resolutions or parts of resolutions to the extent they are in conflict with
this resolution are hereby rescinded.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: February 16, 2016

Susan Ullery, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on February 16, 2016, 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.

IN WITNESS WHEREOF, I have affixed my official signature this 16th day of February, 2016.

Susan Ullery, City Clerk

Memorandum

Date:	February 12, 2016
To:	Dave Pasquale – City Manager
Company:	City of Lowell
From:	Brian Vilmont, P.E.
Project #:	2130546
Re:	Wastewater Collection System Upgrades

We have been in the process of assisting the City of Lowell with reviewing alternatives and cost analysis for several major sanitary sewer upgrades which need timely attention. Those upgrades include the flowing:

1. Replacement of the Main Lift Station (including the sewer connection to the wastewater treatment plant). The lift station was constructed in 1963 and rehabilitated in 1983. The force main that connects the lift station to the wastewater plant is original from 1963.
2. Replacement of the sanitary sewer crossing the Flat River. The sewer is the original from 1963.
3. Rehabilitation of the Valley Vista Lift Station. The Lift Station was constructed in 1968.
4. Reconstruct the sanitary sewer under the railroad tracks adjacent to King Milling. Existing pipe installed around 1934.

Noted below is a timeline of the analysis which has taken place to determine the required and most cost effective system improvements. The proposed improvements will ensure that the core components of the City's wastewater system will continue to perform as required. A failure of any one of those components (all of which are at the end of their life cycles) could result in significant economic and/or environmental damage.

Date	Action	Notes
December 2013	SAW Grant application was submitted to the MDEQ	City was included in the SAW grant lottery and slated for award in October 2016
April 2014	Investigation began on Water Street sewer and Main Lift Station	There were capacity concerns regarding the sewer crossing under the railroad near King Milling and failure concerns due to the age of the lift station
July 2014	Lift station review completed	
September 2014	City Council reviewed lift station report and voted to move forward with relocating the new lift station adjacent to the WWTP	Relocation of the new lift station adjacent to the WWTP provided long term cost savings and reduced failure risks

October 2014	Water Street railroad crossing highest return on investment alternative selected	Sewer lining, rather than full replacement, was determined to provide an acceptable extension of the pipe lifecycle.
February 2015	City moves forward with Infiltration and Inflow monitoring to determine required flow capacity for main lift station	
December 2015	Flow monitoring and ground water monitoring completed. Report presented to City	Main lift station capacity required was determined along with improvement requirements for the river crossing pipe and Valley Vista lift station

FUTURE ACTIONS REQUIRED

	Action	Notes
	Final Council Approval	Design of new main lift station, river crossing replacement, and Valley Vista lift station rehabilitation
Spring/Summer of 2016	Project design and permit submittals to railroad and MDEQ	Permitting for the river crossing may take 6 months and railroad permit may require 9 months
Winter 2016-2017	Bid out project work to contractors	Best pricing is obtained
Spring/Summer 2017	Construction	

July 14, 2014
2140244

Mr. Mark Mundt
City of Lowell
301 East Main Street
Lowell, MI 49331

RE: Primary Lift Station (Water Street)

Dear Mark:

Per our proposal, we have completed our review of the two options for the City for rehabilitation/replacement of the Primary Lift Station (PLS). The options were evaluated on a life cycle cost basis to include initial construction costs and operations/maintenance costs.

The existing station was originally constructed in 1963, rehabilitated in 1986, and has been well maintained by City staff. The station has two pumps capable of 2,800 gallons per minute each which pump sanitary flows down a 1,500 foot long cast iron force main (original 1963 pipe) to the Wastewater Treatment Plant (WWTP). A new power supply was extended from WWTP to PLS during the 1986 WWTP upgrade and PLS rehabilitation. Both the electrical and mechanical components of the station are reaching the end of their reliable life cycle and are in need of replacement. The structure of the pump station still has effective reliable life cycle remaining but has a relatively small wet well that does not provide optimal volume. Based on the current PLS pumping rates, flow velocities on the force main to the WWTP may reach as high as 8 feet per second (fps) which is much higher than the desired maximum of 5fps. The high flow velocities cause additional pipe stress and lower life cycle. With the force main adjacent to the Flat River, the consequences of force main failure are high. Because the force main is over 50 years old and a pipe failure could cause a large sewage discharge to the river, we have included force main replacement with the pump station rehabilitation option.

Noted below are the scopes of work for the two pump station options evaluated:

Option 1 – Retrofit the Existing Pump Station and Replace Force Main (Exhibit A)

- Installation of permanent bypass connection (required by MDEQ)
- Set-up and operation of temporary bypass pumping
- Removal of all mechanical and electrical equipment
- Miscellaneous structure and building repair
- New piping, valving, pumps, instrumentation, controls, mechanical, and electrical
- New 1,500 foot long force main to WWTP
- Site restoration

Option 2 – Construct New Pump Station and Gravity Sanitary Sewer (Exhibit B)

- New pump station structure adjacent to WWTP
- New gravity sanitary sewer from current pump station location to new pump station at WWTP.
- Temporary bypass pumping and flow reroute to new gravity line sewer.
- Demolition of existing pump station, abandonment of forcemain, and reclamation of 1,500 foot long electrical feed.
- Site restoration.

In our analysis of new pump station configurations, we reviewed screw pump options and submersible pump options. Due to the lifting height required, the screw station required significant structural concrete work and large motor sizes. These factors drove the cost of a duplex screw pump station significantly higher than the cost for a triplex submersible station. Although power consumption for the duplex screw would be lower than for the triplex submersible, it did not offer a reasonable payback period. The appendix includes costs details for the two station options but we have only shown the triplex submersible costs in the table below.

INITIAL COSTS	Retrofit Existing Station	New Pump Station at WWTP
Pump Station Improvements	\$598,000	\$753,000
Utility Improvements	\$294,000	\$448,500
Subtotal	\$892,000	\$1,201,500
Initial Cost Differential		\$309,500

Project Costs – Include 15% for design, construction, and legal. Also 10% contingency.

In reviewing the pros/cons of each option, we considered initial construction costs, life cycle operations/maintenance (O&M) costs, and power consumption costs. We have also compiled a list of non-monetary considerations indicated below.

Retrofit Existing Station

1. Station has limited space and new pumps will be difficult to install. If additional structural modifications are required, costs will increase.
2. Wet well working volume is small which causes more frequent pump runs and may cause increased O&M costs.
3. Force main is undersized for current flow demands which increases wear on pumps and pipe.
4. Structure is in the floodplain and access is by rowboat during flooding event. No significant maintenance/repairs are possible during flooding.
5. The existing structure appears to have approximately 20-30 years of lifecycle available once repaired.

New Pump Station at WWTP

1. A new submersible station at the WWTP would not pump through a long forcemain and could realize a potential \$10,370 annual power savings over retrofitting the existing site. This cost alone provides a 30 year payback on total project costs. If flow rates or electric rates increase, the payback period will shorten.
2. The new station would be constructed as a triplex station (three pumps) and would provide more reliability than the current duplex station (two pumps).
3. Locating the pump station adjacent to the WWTP will facilitate access during flooding events. The new structure would be constructed with openings above the flood elevation.
4. Power for the new station would come from the WWTP and the extended 1,500 foot long power feed is not needed, thereby increasing reliability and lowering risk of power loss.
5. The station would be designed to facilitate easier and less costly O&M operations than the current station.
6. Construction of a gravity sewer across the fairgrounds would allow development of the fairgrounds without need for another sanitary lift station. Connections could be made anywhere along the length of the gravity sewer.
7. The risk of a forcemain break adjacent to the river is virtually eliminated.
8. Abandonment of the existing pump station allows additional construction space for future work on the existing river crossing pipe and may allow elimination of old sanitary manholes on either end of the river crossing pipe that are subject to flood exposure and may be sources of significant inflow.

We understand that up front project costs are a major consideration when reviewing alternatives. However, given both the potential payback in power savings and the non-monetary considerations, we recommend construction of a new pump station at the WWTP and installation of a gravity sewer line across the fairgrounds.

Please give us a call if you have any questions or require additional information.

Sincerely,

Prein&Newhof



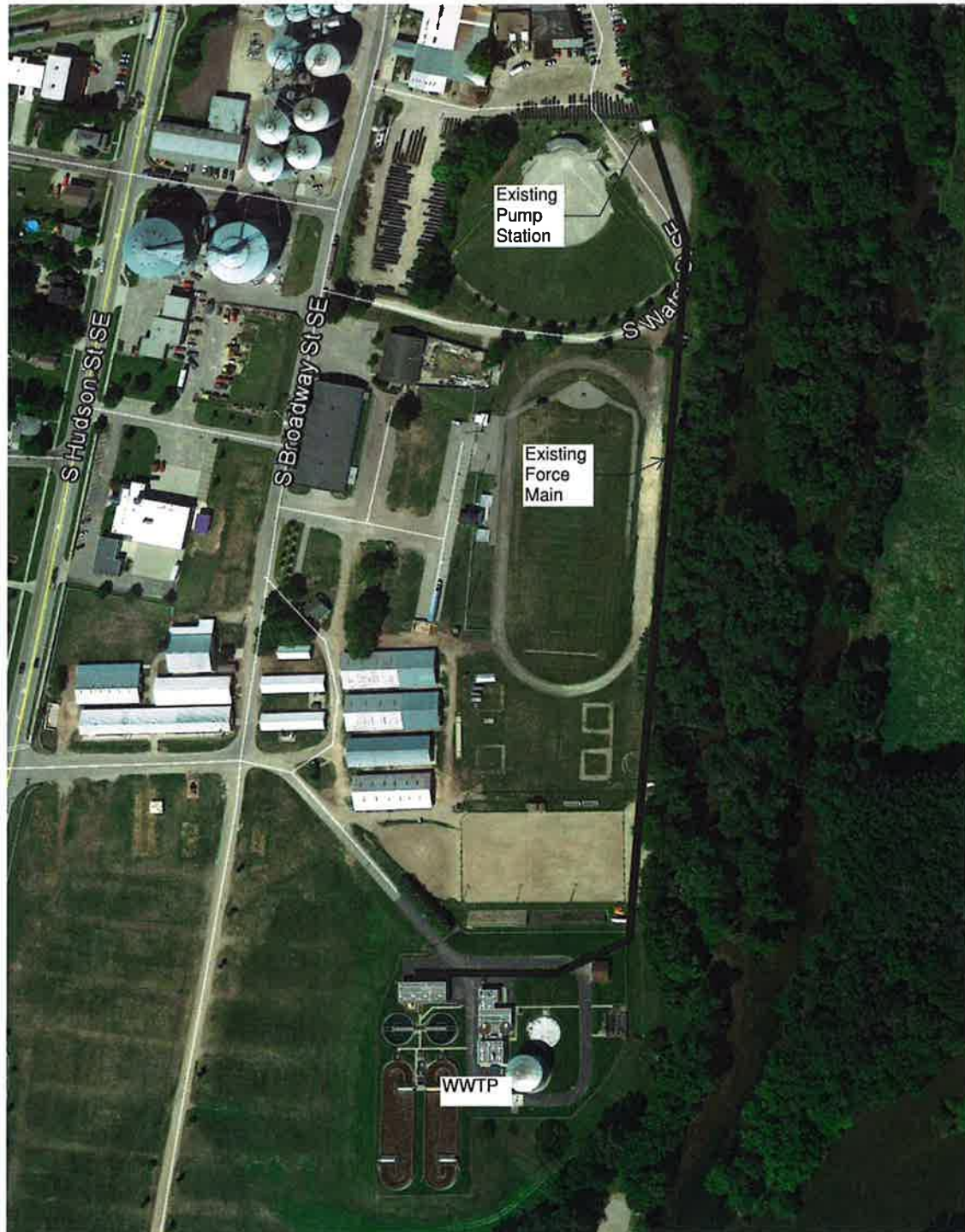
Brian G. Vilmont, P.E.

BGV/mvk

cc: Mark Prein, P.E., Prein&Newhof

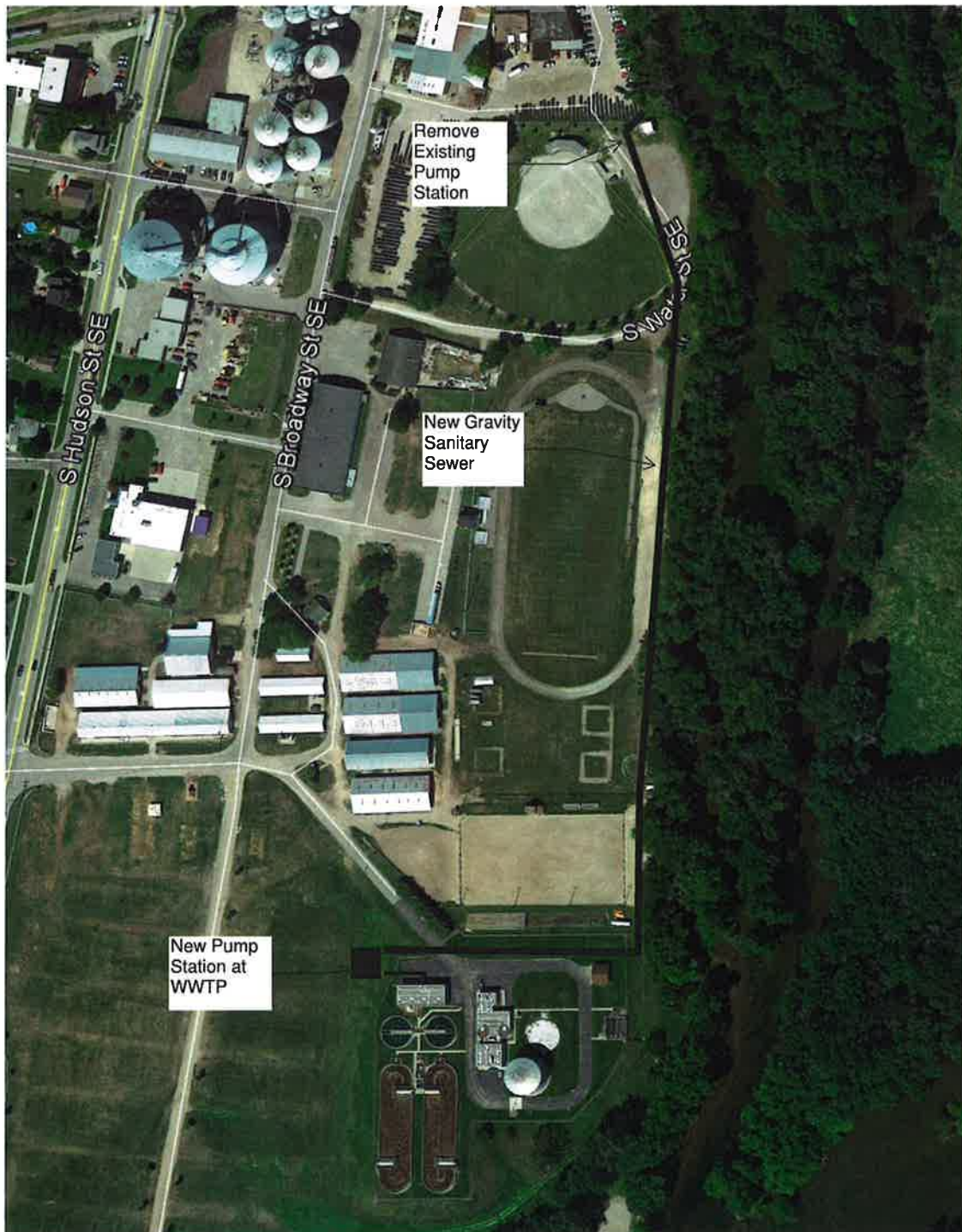
Existing Site Conditions

EXHIBIT A



New Pump Station at WWTP

EXHIBIT B



Retrofit Ex. Lift Station- Schedule of Estimated Values

Owner:

City of Lowell

Project Title:

WWTP Influent Lift Station

Date:

June 12, 2014

Project #:

2140244

Item

No.

Description

Total Amount

1	Demolition	\$20,000
2	Pumps, Valves & Piping	\$200,000
3	Permanent Bypass Connection	\$40,000
4	Miscellaneous Metals	\$10,000
5	Painting	\$12,000
6	Instrumentation & Controls	\$60,000
7	Mechanical HVAC Equipment	\$25,000
8	Electrical Equipment & Wiring	\$40,000
9	Misc. Structure & Building Repair	\$15,000
10	Site Restoration	\$5,000
11	Bypass Pumping	\$35,000
Construction Cost:		\$462,000
Engineering, Legal, Administration & Contingency (25% of construction cost):		\$116,000
Total Project Cost:		\$578,000
Optional:		
1	Meter Chamber	\$20,000
Total Project Cost		\$598,000

Assumptions:

- 1 Bypass connection includes hot tap, line stop, excavation and dewatering
- 2 Influent pipe can be backed up to allow for adequate wet well working volume
- 3 Dry pit submersible replacement pumps - (2) 85 hp
- 4 Finish floor of existing station is 1' above 100 year flood elevation
- 5 Suction and discharge piping wall penetrations will be upsized and relocated, respectively

Forcemain Replacement- Schedule of Estimated Values

Owner:

City of Lowell

Project Title:

WWTP Influent Lift Station

Date:

June 12, 2014

Project #:

2140244

Item No.	Description	Total Amount
1	Mobilization	\$5,000
2	16" DI Forcemain	\$165,000
3	End Connections	\$5,000
4	Dewatering	\$40,000
5	Bypass Pumping	\$10,000
6	Site Restoration	\$10,000
Construction Cost:		\$235,000
Engineering, Legal, Administration & Contingency (25% of construction cost):		\$59,000
Total Project Cost:		\$294,000

Assumptions:

- 1 Bypass connection includes hot tap and line stop

Submersible Lift Station- Schedule of Estimated Values

Owner:

City of Lowell

Project Title:

WWTP Influent Lift Station

Date:

June 12, 2014

Project #:

2140244

Item

No.	Description	Total Amount
1	Cast-In-Place Concrete Wet Well & Valve Chamber	\$125,000
2	Excavation & Dewatering	\$165,000
3	Pumps, Valves & Piping	\$200,000
4	Painting	\$2,000
5	Instrumentation & Controls	\$60,000
6	Electrical Equipment & Wiring	\$40,000
7	Site Restoration	\$10,000
Construction Cost:		\$602,000
Engineering, Legal, Administration & Contingency (25% of construction cost):		\$151,000
Total Project Cost:		\$753,000

Assumptions:

- 1 Station located northwest of Primary Building
- 2 Control panel located outside at the station
- 3 Force main connected to existing 12" outside of the Primary Building
- 4 Soil mostly coarse sand and gravel, water table at 621
- 5 Bypass connection not included
- 6 Triplex pumping system - (3) 25 hp

Gravity Sewer - Schedule of Estimated Values

Owner:

City of Lowell

Project Title:

WWTP Influent Lift Station

Date:

June 12, 2014

Project #:

2140244

Item No.	Description	Total Amount
1	Mobilization	\$5,000
2	24" A2000 at 15' deep	\$240,000
3	Manholes (7)	\$31,500
4	Dewatering	\$60,000
5	Bypass Pumping	\$10,000
6	Site Restoration	\$12,000
Construction Cost:		\$358,500
Engineering, Legal, Administration & Contingency (25% of construction cost):		\$90,000
Total Project Cost:		\$448,500

Screw Lift Station- Schedule of Estimated Values

Owner:

City of Lowell

Project Title:

WWTP Influent Lift Station

Date:

June 12, 2014

Project #:

2140244

Item No.	Description	Total Amount
1	Cast-In-Place Concrete	\$155,000
2	Excavation & Dewatering	\$140,000
3	Screw Pumps	\$310,000
4	Covers	\$30,000
5	Painting	\$7,000
6	Instrumentation & Controls	\$40,000
7	Electrical Equipment & Wiring	\$40,000
8	Site Restoration	\$10,000
Construction Cost:		\$732,000
Engineering, Legal, Administration & Contingency (25% of construction cost):		\$183,000
Total Project Cost:		\$915,000

Assumptions:

- 1 Station located northwest of Primary Building
- 2 Control panel located outside at the station
- 3 Discharge channel connected to existing 12" outside of the Primary Building
- 4 Soil mostly coarse sand and gravel, water table at 621
- 5 Duplex pumping system - (2) 30 hp

PROPERTY TAX ASSESSOR EMPLOYMENT AGREEMENT

THIS AGREEMENT is made as of the 1st day of March 2016, between the **City of Lowell**, a Michigan municipal corporation, of 301 East Main Street, Lowell, Michigan 49331 (the "City"), and **Jeffrey and Debra Rashid**, husband and wife, of 2549 Talltimber Court, S.E., Grand Rapids, Michigan 49546 ("Rashids").

PREAMBLE

1. The City needs to assess real and personal property within the City.
2. The Rashids are qualified to provide such services to the City.

NOW, THEREFORE, in exchange for the consideration in or referred to by this Agreement, the City and the Rashids agree as follows:

ARTICLE I

POSITION AND QUALIFICATIONS

Section 1.1. Appointment. Both Jeffrey Rashid and Debra Rashid are hereby appointed by the City as its City Assessor to serve at the pleasure of the City Manager.

Section 1.2. Qualifications. The Rashids represent that Jeffrey Rashid is certified by the State of Michigan (the "State") as a Level III (MAA03) Assessor and Debra Rashid is certified by the State as a Level III (MAA03) Assessor and that they each have all required governmental licenses, registrations, certifications, permits and other approvals to fully perform the duties of City Assessor. The Rashids understand and agree that obtaining and maintaining such licenses, registrations, certifications, permits and approvals are requirements of the position of City Assessor and that failure to obtain and/or maintain them shall automatically result in disqualification from that position and the termination of this Agreement.

ARTICLE II

STATUS AND INSURANCE

Section 2.1 Employees of City. The City and the Rashids agree that this Agreement is an agreement of employment and that the Rashids are at-will employees of the City who may be terminated by the City Manager at any time, with or without cause and with or without notice. The City will withhold federal, state or local taxes and F.I.C.A. insurance (including Medicare) from the Rashids' salary as required by law. The City will also provide workers' disability compensation insurance and unemployment compensation insurance, but will provide no other benefits including, but not limited to, health insurance, life insurance and sick leave.

Section 2.2. Insurance. The Rashids will be covered on the City's liability and errors and omissions insurance policy for services performed pursuant to this Agreement. The Rashids shall obtain and maintain, at their cost, during the term of this Agreement no-fault automobile insurance covering motor vehicles used by them in performing services for the City pursuant to this Agreement and, upon request of the City, shall provide the City with a certificate of insurance evidencing such coverage.

ARTICLE III.

DUTIES AND SERVICE HOURS

Section 3.1. Duties. The Rashids' duties during the term of this Agreement consist of providing all services required by law of property tax assessors for municipalities, including, without limitation, the following:

- a. assessing all real and personal property in the City in the manner and by the date required by law;
- b. certifying the *ad valorem*, Industrial Facilities Tax and other tax rolls of the City;
- c. will insure proper staffing at City Board of Review sessions;
- d. working with the City as requested by the City on any property tax appeals to the Michigan Tax Tribunal; and
- e. maintaining assessment rolls and other records and files.

Section 3.2. Service Hours. During the terms of this Agreement the Rashids shall provide an average of sixteen (16) hours of service per week either at City Hall or within the City at such times as shall be determined by the Rashids, it being understood that they will need to be available at City Hall sometime each week during regular City business hours to meet or consult with citizens, taxpayers, property owners and occupants and officials of the City.

Section 3.3 Amount of Payment. The City shall pay the Rashids a salary of forty-five thousand dollars (\$45,000) annually for both fiscal years of the term of this Agreement for their services under this Agreement, plus a mileage allowance at the current allowable Internal Revenue Service rate for transportation in and around the City or otherwise in the performance of his duties (but not for commuting between their home and the City).

Section 3.4 Time of Payment. The City will pay the Rashids incrementally on the same basis as other City employees providing \$1730.76 gross pay every two weeks.

**CITY COUNCIL
CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. __ - 16

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION
OF PROPERTY TAX ASSESSOR EMPLOYMENT AGREEMENT
BETWEEN THE CITY AND JEFFREY AND DEBRA RASHID**

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

WHEREAS, the City needs to assess real and personal property within the City and therefore needs the services of a qualified assessor; and

WHEREAS, Jeffrey and Debra Rashid ("Rashids") are qualified to provide such services to the City and is available to provide such services as a part-time employee of the City; and

WHEREAS, the City desires to enter into an employment agreement with the Rashids to provide property assessment services to the City for the 2015--2016 (remaining), 2016-2017 and 2017-2018 fiscal years.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The Property Tax Assessor Employment Agreement between the Rashids and the City attached hereto is approved, and the Mayor and City Clerk are authorized and directed to execute and deliver it for and on behalf of the City.

2. All resolutions or parts of resolutions to the extent they are in conflict with this resolution are hereby rescinded.

YES: Councilmembers _____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: February 16, 2016

Susan Ullery, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City at a regular meeting held on February 16, 2016, 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.

IN WITNESS WHEREOF, I have affixed my official signature this 16th day of February, 2016.

Betty R. Morlock, City Clerk

ARTICLE IV

TERM

Section 4.1 Regular Term. Except as otherwise provided in this Agreement, it is anticipated that the relationship between the parties will expire on June 30, 2018. The agreement is eligible for renewal upon approval of both parties. However, as required by the City Charter and as provided in this Agreement, the Rashids' appointment is at the will of the City Manager and may be terminated at any time with or without cause. The City's obligation to pay the Rashids' salary shall cease on the final day of termination.

Section 4.2 Early Termination. Except as otherwise provided in this Agreement, either party may terminate it upon thirty (30) days' written notice.

ARTICLE V

MISCELLANEOUS

Section 5.1 Vacations. It is recognized that, in the interests of family harmony and to refresh the working spirit, it will be necessary for the Rashids' to absent themselves each year from the City for vacation purposes. Such vacation shall be permitted without penalty under this Agreement provided that (a) such vacations do not occur during the period extending from tax day to the close of Board of Review sessions without the availability of an assessor, (b) the City Manager is notified in writing at least seven (7) days prior to the intended vacation, (c) the work required pursuant to this Agreement does not suffer demonstrably as a result, and (d) they (Rashids) shall not receive any additional compensation for such vacation leave.

Section 5.2. Entire Agreement. This is the entire agreement between the parties and it supersedes any prior or contemporaneous agreements, contracts, understandings or arrangements, whether written or oral. This Agreement may not be amended or modified except in writing signed by both parties.

Section 5.3. Severability. Any provision of this Agreement which is found to be illegal or void by a court of competent jurisdiction shall be treated as never having been a part of this Agreement and will have no effect on the remaining provisions of this Agreement.

Section 5.4. Construction. This Agreement shall be construed, interpreted and enforced under the laws of the State of Michigan.

IN WITNESS WHEREOF, the City and the Rashids have executed this Agreement as of the date and year first written above.

CITY OF LOWELL

By: _____
Jeff Altoft, Mayor

Attest: _____
Susan Ullery, City Clerk

JEFFREY AND DEBRA RASHID

Jeffrey Rashid

Debra Rashid

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

[illegible]

AGENCIES ASSISTING LOWELL PD

JANUARY 2016

COMPLAINT #	DATE	NATURE OF INCIDENT	DEPARTMENT	STATUS
0006-16	1/2/2016	Suspended License/VCSA	Kent County	Back-up
0022-16	1/4/2016	Stolen Credit Card/DWL/S/Use of Marijuana	Kent County	Back-up
0024-16	1/5/2016	Possession of Fraudulent Credit Card	Kent County	Back-up
0041-16	1/8/2016	Warrant Arrest	Kent County	Back-up
0081-16	1/16/2016	Suspended License	Kent County	Back-up
0086-16	1/17/2016	Domestic Assault	Kent County	Back-up
0088-16	1/18/206	Alarm	Kent County	Back-up
0101-16	1/20/2016	Civil Domestic	Kent County	Back-up
0102-16	1/20/2016	Domestic	Kent County	Back-up
0113-16	1/23/2016	Felony Firearms	Kent County	Back-up

2

1

**MONTHLY COMPARISON TOTALS
JANUARY 2015 AND 2016**

ACTIVITY	JANUARY	2015 YEAR-TO-DATE	JANUARY	2016 YEAR-TO-DATE
Total Arrests	26	24	24	26
Alcohol (MIP/Open Intox)	1	0	0	1
Drug Law Violations	4	3	3	4
Drunk Driving	2	1	1	2
Suspended License	5	2	2	5
Warrant Arrest	5	11	11	5
Other Arrests	9	7	7	9
Assault	0	1	1	0
Assault (Civil)	6	2	2	6
Assault (Domestic)	3	4	4	3
Assist from Other Agency	10	11	11	10
Assist to Other Agency	10	19	19	10
Assist to Citizen	23	21	21	23
Breaking & Entering	2	0	0	2
Disorderly Conduct	3	1	1	3
Dog Complaints	0	1	1	0
Larceny	4	8	8	4
Malicious Destruction	3	2	2	3
Motorist Assist	15	12	12	15
Ordinance Violations	5	1	1	5
Accident Total	15	12	12	15
{Property Damage}	15	12	12	15
{Personal Injury}	0	0	0	0
Citations Issued	25	18	18	25
Traffic Stops: Warned	90	94	94	90
# of Traffic Stops Made	98	103	103	98
TOTAL COMPLAINTS	174	146	146	174

ENDING COMPLAINT # 174

	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)																															
Drug Law Violations																															
Drunk Driving																															
Suspended License																															
Warrant Arrest																															
Other Arrests																															
Assault																															
Assault (Civil)																															
Assault (Domestic)																															
Assist from Other Agency																															
Assist to Other Agency																															
Assist to Citizen																															
Breaking & Entering																															
Disorderly Conduct																															
Dog Complaints																															
Larceny																															
Malicious Destruction																															
Motorist Assist																															
Ordinance Violations																															
Accident Total																															
(Property Damage)																															
(Personal Injury)																															
Traffic Stops: Cited	8	3	2	2	2	2	2	2	2	2	2	1	1	2	5	2	2	2	2	2	2	2	2	1	2	2	2	2	3	1	2
Traffic Stops: Warned:	1			2									2	1			2	2	2		2		1		2	2	2			9	
# of Traffic Stops	2	7	7	2	2	6	4	3	3	4	2	2	1	1	7	9	2	2	2	2	1	3	1	4	1	2	2	3	11	10	2

Lowell Area Fire Dept.

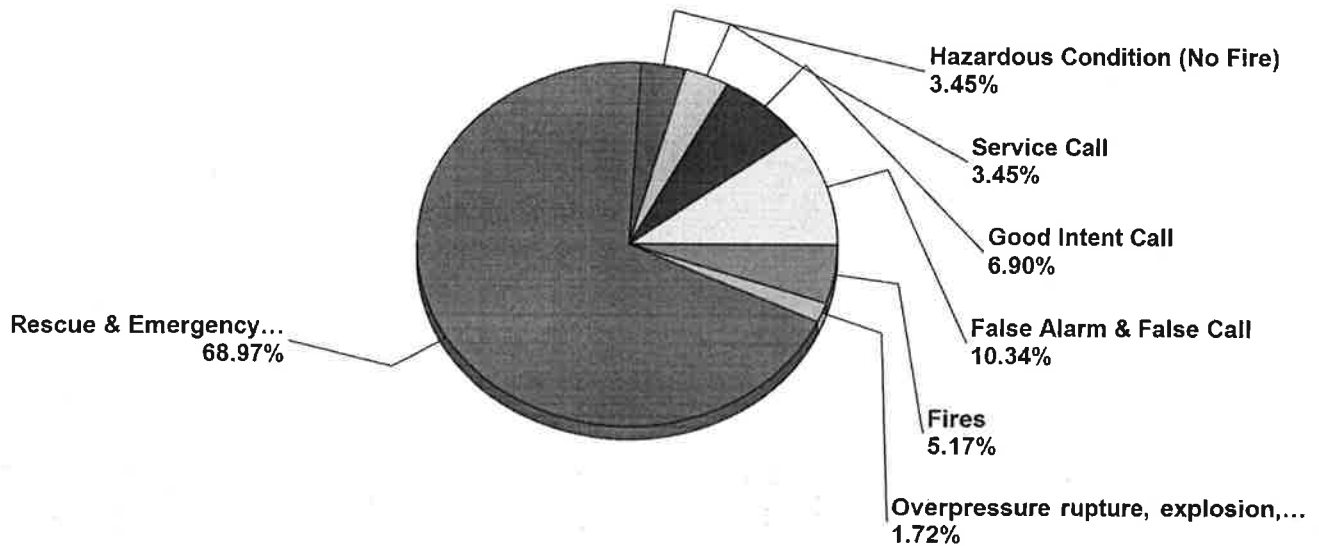
Lowell, MI

This report was generated on 2/1/2016 9:42:45 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2016 | End Date: 01/31/2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	5.17%
Overpressure rupture, explosion, overheating - no fire	1	1.72%
Rescue & Emergency Medical Service	40	68.97%
Hazardous Condition (No Fire)	2	3.45%
Service Call	2	3.45%
Good Intent Call	4	6.90%
False Alarm & False Call	6	10.34%
TOTAL	58	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



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Page # 1 of 2

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
113 - Cooking fire, confined to container	1	1.72%
114 - Chimney or flue fire, confined to chimney or flue	1	1.72%
118 - Trash or rubbish fire, contained	1	1.72%
251 - Excessive heat, scorch burns with no ignition	1	1.72%
311 - Medical assist, assist EMS crew	20	34.48%
320 - Emergency medical service, other	1	1.72%
321 - EMS call, excluding vehicle accident with injury	18	31.03%
324 - Motor vehicle accident with no injuries.	1	1.72%
412 - Gas leak (natural gas or LPG)	1	1.72%
424 - Carbon monoxide incident	1	1.72%
531 - Smoke or odor removal	1	1.72%
551 - Assist police or other governmental agency	1	1.72%
600 - Good intent call, other	1	1.72%
611 - Dispatched & cancelled en route	3	5.17%
700 - False alarm or false call, other	1	1.72%
735 - Alarm system sounded due to malfunction	1	1.72%
736 - CO detector activation due to malfunction	1	1.72%
743 - Smoke detector activation, no fire - unintentional	1	1.72%
745 - Alarm system activation, no fire - unintentional	2	3.45%
TOTAL INCIDENTS:	58	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Lowell Area Fire Dept.

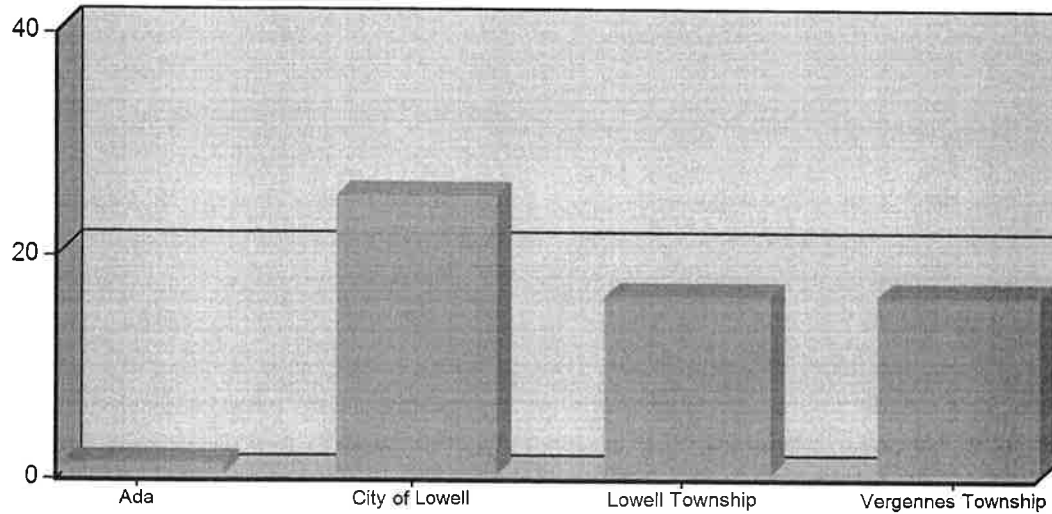
Lowell, MI

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Incident Count per Zone for Date Range

Start Date: 01/01/2016 | End Date: 01/31/2016



ZONE	# INCIDENTS
Ada - Ada Township	1
City of Lowell - City	25
Lowell Township - Lowell Township	16
Vergennes Township - Vergennes Township	16

TOTAL: 58

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included.



**EMERGENCY
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Doc Id: 270

Page # 1

CITY OF LOWELL
REPORT FOR : JANUARY
FOR:

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 15.26776 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: JANUARY TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 238.83 HOURS, WHICH RESULTED IN
286 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 178.02

ELECTRICAL COST PER MILLION GALLONS: \$ 353.37

TOTAL COST PER MILLION GALLONS: \$ 531.39

WATER PRODUCTION

DAILY AVERAGE: 0.493

DAILY MAXIMUM: 0.615

DAILY MINIMUM: 0.332

THE AVERAGE PLANT OPERATION TIME WAS 7.7043 HOURS PER DAY.

Monthly Report
Water Distribution

Customer Complaints	Water Quality	0
	High Water Usage	0
	Low Pressure	0
Fire Hydrants	Flushed During Construction	0
	Flushed For Flushing Program	0
	Painted	0
	Repaired	0
Meters	Final Reads	5
	New Meter Installs	4
	billing re-reads	17
	Frozen Meters	1
Water Services	Home Owner Frozen Service	1
	City Owned Frozen Services	0
Valves	Operated During Construction	0
	Operated For Valve Turning Program	0
Water Mains	Water Main Breaks	0
MISS DIGS	Marking of Water mains and Services, Storm Mains, and Sanitary Mains	26
Stob Box	Stob Box Repairs	0
	Locating Missing Stop Box	0
	Stop Box Location Cards Made	0
Valve Box	Valve box Repairs	0
New Construction	On Site Construction Inspection	1

STREETS DEPARTMENT

JANUARY 2016

Major & Local Streets

Snow and Ice Control

599 miles – 76.5 hrs #12

317 miles – 35 hrs #13

14.5 hrs #60

hrs #32

Pot holes:

3 Tons - pot holes filled with cold patch

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.

Plowed all parking lots

Public Works:

Plowed parking lots

Airport:

Sidewalks:

Removed snow

Trees, bushes, shrubs trimming and removal:

Traffic & Signs:

Misc:

Picked up trash weekly downtown

Many hours working on equipment

Hauled snow from parking lots

Worked on ice skating rink

Worked in old garage on barricades

Graded and put down crushed asphalt on N. Washington

Took garland off of showboat and Lafayette Plaza

Dept. of Public Works, City of Lowell

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

Posted Totals by Invoice #

Report Date: 02/02/2016

Period From: 01/01/2016 To: 01/31/2016

Invoice Number	Date	Name	Total	Charge Sales!
000964	01/08/2016	Street Dept.	1,101.55	0.00
000965	01/18/2016	Street Dept.	915.00	0.00
000966	01/19/2016	Water Dept.	964.88	0.00
000967	01/20/2016	Cemetery	378.70	0.00
000968	01/22/2016	Street Dept.	51.79	0.00
Grand Totals:			\$3,411.92	\$0.00
Number of Invoices:		5	* - Indicates a Counter Sale ! - Indicates amount charged at time of posting	

% Time in each Department

18% Water 45% Maintenance dept. (equipment) 8% DPW 21% Snow Plowing 8% Other

Public Works: 17 hrs.

Snow Plowing: 15 hrs. Call out: 18.25 Standby: 8

Water Plant: 28.25 hrs. Overtime: 1.75 Call out: 3

Water Dist.: 2.25

Equipment Maintenance: 89.5 hrs.

Holiday: 8 hrs.

Vac: 8hrs.

Total Hours for January: 199 hrs.

January 2016 Sexton's Report

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

Oakwood: Spent 97 hrs

- Checked to make sure all my records were up to date.
- Started my budget .
- Ordered and received flag holders for the W. R. C.
- Began a review of rules and prices for the cemetery.
- Snow removal.
- Doubled checked which seminars I should go to this winter.

City Hall – LPD: Spent 21.5 hr's

- Shoveling snow off sidewalks and salting key areas.
- Replaced a ballast and a few bulbs.
- Lowered and raised flags again.

Englehardt Library: Spent 23 hr's doing the following:

- Shoveling and salting the sidewalks.
- Replaced a number of bulbs..
- Filled the soap dispenser in both bathrooms bathroom.
- Got Progressive over to do some problem solving. Ron got them some prints to look over as well.

Sidewalks: Spent 6.25 hr's: paper work , fueling up the equipment and warming up body parts.

D.D.A. Spent 35.5 hr's doing the following:

- Snow removal

Museum: spent 6.5 hr's removing snow and putting in a motion sensor switch

D.P.W. spent 15.75 hr's staff meetings and removing snow

Parks: spent 8.25 hr's removing snow

Water Plant: spent .75 hr's removing snow

Fire Station: spent .5 hr's removing snow

02/03/2016

JAN

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB16900010	1601 W MAIN ST SE	01/12/2016	41-20-03-452-001	NEW SIGNAGE - ACE HA	90.00	5,000
PB16900045	800 BOWES ST SE	01/19/2016	41-20-11-103-009	INTERIOR REMODEL - B,	150.00	5,000
Total Permits: 2						
Total Fee Amount: 240.00						
Total Const. Value: 10,000						
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE16900016	2255 GEE DR SE	01/06/2016	41-20-03-176-017	RESIDENCE W/DECK	50.00	0
PE16900066	718 LINCOLN LAKE AVE SE	01/19/2016	41-20-02-181-006	Inspection for infloor only	50.00	0
PE16900068	800 BOWES ST SE	01/19/2016	41-20-11-103-009	INTERIOR REMODEL - B,	56.00	0
Total Permits: 3						
Total Fee Amount: 156.00						
Total Const. Value: 0						
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM16900008	1965 W MAIN ST	01/04/2016	41-20-03-401-029		110.00	0
PM16900026	718 LINCOLN LAKE AVE SE	01/06/2016	41-20-02-181-006		180.00	0
PM16900122	206 S. PLEASANT	01/18/2016	41-20-02-355-033		85.00	0
PM16900135	1270 SIBLEY	01/19/2016	41-20-03-477-008		80.00	0
PM16900140	322 N WASHINGTON ST SE	01/19/2016	41-20-02-261-009	ADDITION TO RESIDENC	55.00	0
Total Permits: 5						
Total Fee Amount: 510.00						
Total Const. Value: 0						
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP16900012	718 LINCOLN LAKE AVE SE	01/06/2016	41-20-02-181-006		170.00	0

02/03/2016

JAN

CITY OF LOWELL - PERMIT LIST

PP16900040	322 N WASHINGTON ST SE	01/15/2016	41-20-02-261-009	ADDITION TO RESIDENC	128.00	0
PP16900062	800 BOWES ST SE	01/19/2016	41-20-11-103-009	INTERIOR REMODEL - B,	70.00	0
Total Permits:		3				
Total Fee Amount:		368.00				
Total Const. Value:		0				

Grand Total Permits:	13
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Grand Total Permit Fee:	1,274.00
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Grand Total Const. Value:	\$10,000
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GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	387,100.00	52,096.25	9,904.30	335,003.75	13.46
FINES	FINES AND FORECLOSURES	9,550.00	6,666.08	1,891.00	2,883.92	69.80
INT	INTEREST AND RENTS	2,600.00	0.00	0.00	2,600.00	0.00
LICPER	LICENSES AND PERMITS	38,200.00	21,093.89	125.00	17,106.11	55.22
LOCAL	LOCAL CONTRIBUTIONS	14,600.00	6,030.51	0.00	8,569.49	41.30
OTHER	OTHER REVENUE	28,104.00	46,685.27	704.64	(18,581.27)	166.12
STATE	STATE GRANTS	366,250.00	137,043.71	0.00	229,206.29	37.42
TAXES	TAXES	1,892,400.00	1,636,852.90	44,419.46	255,547.10	86.50
TRANSIN	TRANSFERS IN	144,850.00	0.00	0.00	144,850.00	0.00
TOTAL Revenues		2,883,654.00	1,906,468.61	57,044.40	977,185.39	66.11
Expenditures						
101	COUNCIL	17,940.00	12,368.10	1,117.52	5,571.90	68.94
172	MANAGER	112,900.00	56,179.28	7,496.33	56,720.72	49.76
191	ELECTIONS	8,500.00	2,617.68	193.55	5,882.32	30.80
209	ASSESSOR	44,200.00	25,891.59	3,032.56	18,308.41	58.58
210	ATTORNEY	30,000.00	8,016.30	0.00	21,983.70	26.72
215	CLERK	136,100.00	59,785.80	11,268.68	76,314.20	43.93
253	TREASURER	219,850.00	98,354.12	12,870.74	121,495.88	44.74
265	CITY HALL	124,100.00	80,590.45	9,369.91	43,509.55	64.94
276	CEMETERY	102,050.00	69,645.85	5,208.51	32,404.15	68.25
294	UNALLOCATED MISCELLANEOUS	41,914.00	7,027.00	480.00	34,887.00	16.77
301	POLICE DEPARTMENT	667,800.00	419,017.18	47,720.67	248,782.82	62.75
305	CODE ENFORCEMENT	103,400.00	45,133.12	6,842.21	58,266.88	43.65
336	FIRE	142,000.00	81,390.20	194.88	60,609.80	57.32
400	PLANNING & ZONING	51,800.00	17,040.09	2,487.81	34,759.91	32.90
441	DEPARTMENT OF PUBLIC WORKS	225,250.00	117,526.43	16,583.29	107,723.57	52.18
442	SIDEWALK	5,600.00	1,878.86	1,628.93	3,721.14	33.55
523	TRASH	45,000.00	22,066.50	2,369.50	22,933.50	49.04
728	ECONOMIC DEVELOPMENT	24,000.00	11,007.29	1,569.15	12,992.71	45.86
747	CHAMBER/RIVERWALK	3,500.00	1,380.92	253.00	2,119.08	39.45
751	PARKS	146,500.00	66,860.71	3,811.42	79,639.29	45.64
757	SHOWBOAT	1,600.00	1,102.18	40.80	497.82	68.89
774	RECREATION CONTRIBUTIONS	3,000.00	2,000.00	0.00	1,000.00	66.67
790	LIBRARY	72,500.00	55,135.49	4,740.74	17,364.51	76.05
803	HISTORICAL DISTRICT COMMISSION	250.00	165.00	0.00	85.00	66.00
804	MUSEUM	36,200.00	27,757.55	1,265.10	8,442.45	76.68
965	TRANSFERS OUT	517,700.00	0.00	0.00	517,700.00	0.00
TOTAL Expenditures		2,883,654.00	1,289,937.69	140,545.30	1,593,716.31	44.73
TOTAL REVENUES		2,883,654.00	1,906,468.61	57,044.40	977,185.39	66.11
TOTAL EXPENDITURES		2,883,654.00	1,289,937.69	140,545.30	1,593,716.31	44.73
NET OF REVENUES & EXPENDITURES		0.00	616,530.92	(83,500.90)	(616,530.92)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET				

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	99,049.16	20,311.27	90,350.84	52.30
TRANSIN	TRANSFERS IN	236,000.00	0.00	0.00	236,000.00	0.00

TOTAL Revenues		425,550.00	99,049.16	20,311.27	326,500.84	23.28
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Expenditures

450	CAPITAL OUTLAY	340,000.00	116,196.31	0.00	223,803.69	34.18
463	MAINTENANCE	39,250.00	17,803.53	1,053.80	21,446.47	45.36
474	TRAFFIC	8,000.00	2,030.69	168.25	5,969.31	25.38
478	WINTER MAINTENANCE	42,100.00	10,264.94	3,056.33	31,835.06	24.38
483	ADMINISTRATION	46,000.00	902.50	0.00	45,097.50	1.96

TOTAL Expenditures		475,350.00	147,197.97	4,278.38	328,152.03	30.97
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TOTAL REVENUES		425,550.00	99,049.16	20,311.27	326,500.84	23.28
TOTAL EXPENDITURES		475,350.00	147,197.97	4,278.38	328,152.03	30.97
NET OF REVENUES & EXPENDITURES		(49,800.00)	(48,148.81)	16,032.89	(1,651.19)	96.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 203 - LOCAL STREET FUND						
Revenues						
INT	INTEREST AND RENTS	150.00	0.00	0.00	150.00	0.00
OTHER	OTHER REVENUE	70,700.00	45,170.63	10,826.23	25,529.37	63.89
TRANSIN	TRANSFERS IN	180,000.00	0.00	0.00	180,000.00	0.00
TOTAL Revenues		250,850.00	45,170.63	10,826.23	205,679.37	18.01
Expenditures						
450	CAPITAL OUTLAY	5,000.00	125,706.20	5,610.34	(120,706.20)	2,514.12
463	MAINTENANCE	64,600.00	44,819.54	4,008.38	19,780.46	69.38
474	TRAFFIC	8,100.00	3,551.04	254.17	4,548.96	43.84
478	WINTER MAINTENANCE	61,200.00	17,752.78	6,605.14	43,447.22	29.01
483	ADMINISTRATION	27,800.00	902.50	0.00	26,897.50	3.25
906	DEBT SERVICE	76,600.00	76,385.00	4,206.25	215.00	99.72
TOTAL Expenditures		243,300.00	269,117.06	20,684.28	(25,817.06)	110.61
TOTAL REVENUES		250,850.00	45,170.63	10,826.23	205,679.37	18.01
TOTAL EXPENDITURES		243,300.00	269,117.06	20,684.28	(25,817.06)	110.61
NET OF REVENUES & EXPENDITURES		7,550.00	(223,946.43)	(9,858.05)	231,496.43	2,966.18

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 01/31/2016

2015-16

GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDGT USED
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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	0.00	0.00	100.00

TOTAL Revenues		50,200.00	50,000.00	0.00	200.00	99.60
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Expenditures

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		50,000.00	23,424.00	13,101.00	26,576.00	46.85
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TOTAL Expenditures		50,000.00	23,424.00	13,101.00	26,576.00	46.85
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TOTAL REVENUES		50,200.00	50,000.00	0.00	200.00	99.60
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TOTAL EXPENDITURES		50,000.00	23,424.00	13,101.00	26,576.00	46.85
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NET OF REVENUES & EXPENDITURES		200.00	26,576.00	(13,101.00)	(26,376.00)	13,288.0
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GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	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
OTHER	OTHER REVENUE	0.00	19.92	0.00	(19.92)	100.00
TAXES	TAXES	625,000.00	639,972.80	24,000.00	(14,972.80)	102.40
TOTAL Revenues		626,000.00	639,992.72	24,000.00	(13,992.72)	102.24
Expenditures						
450	CAPITAL OUTLAY	150,000.00	11,408.47	311.86	138,591.53	7.61
463	MAINTENANCE	82,200.00	47,273.63	11,288.19	34,926.37	57.51
483	ADMINISTRATION	36,800.00	7,839.42	1,197.36	28,960.58	21.30
740	COMMUNITY PROMOTIONS	70,000.00	36,759.80	0.00	33,240.20	52.51
965	TRANSFERS OUT	143,850.00	0.00	0.00	143,850.00	0.00
TOTAL Expenditures		482,850.00	103,281.32	12,797.41	379,568.68	21.39
TOTAL REVENUES		626,000.00	639,992.72	24,000.00	(13,992.72)	102.24
TOTAL EXPENDITURES		482,850.00	103,281.32	12,797.41	379,568.68	21.39
NET OF REVENUES & EXPENDITURES		143,150.00	536,711.40	11,202.59	(393,561.40)	374.93

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET				

Fund 260 - DESIGNATED CONTRIBUTIONS

Revenues

INT	INTEREST AND RENTS	4,300.00	515.00	0.00	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	0.00	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	0.00	17,195.00	49.87
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Expenditures

301	POLICE DEPARTMENT	0.00	2,272.50	0.00	(2,272.50)	100.00
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	450.87	54.00	3,549.13	11.27
759	COMMUNITY GARDEN	300.00	0.00	0.00	300.00	0.00

TOTAL Expenditures

34,300.00	2,723.37	54.00	31,576.63	7.94
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TOTAL REVENUES

34,300.00	17,105.00	0.00	17,195.00	49.87
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TOTAL EXPENDITURES

34,300.00	2,723.37	54.00	31,576.63	7.94
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NET OF REVENUES & EXPENDITURES

0.00	14,381.63	(54.00)	(14,381.63)	100.00
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PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT
		AMENDED BUDGET	01/31/2016	MONTH 01/31/2016	BALANCE	USED

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

906	DEBT SERVICE	0.00	64,022.51	0.00	(64,022.51)	100.00
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TOTAL Expenditures		0.00	64,022.51	0.00	(64,022.51)	100.00
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TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	64,022.51	0.00	(64,022.51)	100.00

NET OF REVENUES & EXPENDITURES		0.00	(64,022.51)	0.00	64,022.51	100.00
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	120.00	216.00	216.00	(96.00)	180.00
INT	INTEREST AND RENTS	37,370.00	19,044.00	11,444.00	18,326.00	50.96
OTHER	OTHER REVENUE	0.00	622.00	0.00	(622.00)	100.00
TOTAL Revenues		37,490.00	19,882.00	11,660.00	17,608.00	53.03
Expenditures						
000		46,200.00	21,638.52	2,645.65	24,561.48	46.84
TOTAL Expenditures		46,200.00	21,638.52	2,645.65	24,561.48	46.84
TOTAL REVENUES		37,490.00	19,882.00	11,660.00	17,608.00	53.03
TOTAL EXPENDITURES		46,200.00	21,638.52	2,645.65	24,561.48	46.84
NET OF REVENUES & EXPENDITURES		(8,710.00)	(1,756.52)	9,014.35	(6,953.48)	20.17

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDC USED
		AMENDED BUDGET	BUDGET				

Fund 590 - WASTEWATER FUND

Revenues

CHARGES	CHARGES FOR SERVICES	1,048,000.00		602,064.91	(1,849,718.12)	445,935.09	57.45
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	602,138.70	(1,849,718.12)	447,861.30	57.35
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Expenditures

550	TREATMENT	476,800.00	288,259.55	40,557.61	188,540.45	60.46
551	COLLECTION	90,150.00	69,147.63	3,916.17	21,002.37	76.70
552	CUSTOMER ACCOUNTS	85,800.00	31,806.21	4,965.11	53,993.79	37.07
553	ADMINISTRATION	155,300.00	1,328.19	72.42	153,971.81	0.86

TOTAL Expenditures

808,050.00	390,541.58	49,511.31	417,508.42	48.33
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TOTAL REVENUES

1,050,000.00	602,138.70	(1,849,718.12)	447,861.30	57.35
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TOTAL EXPENDITURES

808,050.00	390,541.58	49,511.31	417,508.42	48.33
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NET OF REVENUES & EXPENDITURES

241,950.00	211,597.12	(1,899,229.43)	30,352.88	87.45
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REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

DB: Lowell

		PERIOD ENDING 01/31/2016							
		2015-16							
		AMENDED		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		BUDGET		01/31/2016		MONTH		BALANCE	
						01/31/2016			
Fund 591 - WATER FUND									
Revenues									
CHARGES	CHARGES FOR SERVICES	993,950.00		583,941.01		(1,019,699.66)		410,008.99	58.75
INT	INTEREST AND RENTS	6,320.00		2,885.00		410.00		3,435.00	45.65
OTHER	OTHER REVENUE	1,000.00		9,990.51		1,699.60		(8,990.51)	999.05
TOTAL Revenues		1,001,270.00		596,816.52		(1,017,590.06)		404,453.48	59.61
Expenditures									
570	TREATMENT	317,000.00		212,430.73		52,616.85		104,569.27	67.01
571	DISTRIBUTION	216,890.00		191,399.41		15,697.37		25,490.59	88.25
572	CUSTOMER ACCOUNTS	89,400.00		31,799.38		4,971.97		57,600.62	35.57
573	ADMINISTRATION	266,456.00		15,349.11		94.61		251,106.89	5.76
TOTAL Expenditures		889,746.00		450,978.63		73,380.80		438,767.37	50.69
TOTAL REVENUES									
TOTAL EXPENDITURES		1,001,270.00		596,816.52		(1,017,590.06)		404,453.48	59.61
TOTAL REVENUES & EXPENDITURES		889,746.00		450,978.63		73,380.80		438,767.37	50.69
NET OF REVENUES & EXPENDITURES		111,524.00		145,837.89		(1,090,970.86)		(34,313.89)	130.77

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDT
		AMENDED	BUDGET	01/31/2016	01/31/2016	MONTH		BALANCE	USED

Fund 636 - DATA PROCESSING FUND

Revenues

INT

INTEREST AND RENTS

OTHER

OTHER REVENUE

TOTAL Revenues

Expenditures

000

TOTAL Expenditures

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

		77,700.00		0.00		0.00		77,700.00	0.00
		1,300.00		0.00		0.00		1,300.00	0.00
		79,000.00		0.00		0.00		79,000.00	0.00
		79,000.00		44,978.59		8,228.03		34,021.41	56.93
		79,000.00		44,978.59		8,228.03		34,021.41	56.93
		79,000.00		0.00		0.00		79,000.00	0.00
		79,000.00		44,978.59		8,228.03		34,021.41	56.93
		0.00		(44,978.59)		(8,228.03)		44,978.59	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	01/31/2016	MONTH 01/31/2016		

Fund 661 - EQUIPMENT FUND

Revenues						
CHARGES	CHARGES FOR SERVICES	18,000.00	3,826.24	964.88	14,173.76	21.26
INT	INTEREST AND RENTS	121,900.00	74.28	0.00	121,825.72	0.06
OTHER	OTHER REVENUE	100.00	4,004.89	129.60	(3,904.89)	4,004.89

TOTAL Revenues		140,000.00	7,905.41	1,094.48	132,094.59	5.65
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Expenditures						
895	FLEET MAINT. & REPLACEMENT	143,469.14	122,819.12	10,296.59	20,650.02	85.61

TOTAL Expenditures		143,469.14	122,819.12	10,296.59	20,650.02	85.61
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TOTAL REVENUES		140,000.00	7,905.41	1,094.48	132,094.59	5.65
TOTAL EXPENDITURES		143,469.14	122,819.12	10,296.59	20,650.02	85.61
NET OF REVENUES & EXPENDITURES		(3,469.14)	(114,913.71)	(9,202.11)	111,444.57	3,312.46

PERIOD ENDING 01/31/2016

GL NUMBER DESCRIPTION 2015-16 AMENDED BUDGET YTD BALANCE 01/31/2016 ACTIVITY FOR MONTH 01/31/2016 AVAILABLE BALANCE % BDC USED

Fund 711 - CEMETERY FUND

Revenues

CHARGES CHARGES FOR SERVICES 0.00 7,000.00 0.00 (7,000.00) 100.00

TOTAL Revenues 0.00 7,000.00 0.00 (7,000.00) 100.00

TOTAL REVENUES

TOTAL EXPENDITURES

0.00 7,000.00 0.00 (7,000.00) 100.00

NET OF REVENUES & EXPENDITURES

0.00 7,000.00 0.00 (7,000.00) 100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues	INTEREST AND RENTS	10,000.00	3,066.12	1,384.01	6,933.88	30.66
INT						
TOTAL Revenues		10,000.00	3,066.12	1,384.01	6,933.88	30.66
Expenditures						
000		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL Expenditures		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL REVENUES		10,000.00	3,066.12	1,384.01	6,933.88	30.66
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3,066.12	1,384.01	(3,066.12)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	25,000.00	20,928.77	24,263.52	4,071.23	83.72
TOTAL Revenues		25,000.00	20,928.77	24,263.52	4,071.23	83.72
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	20,928.77	24,263.52	4,071.23	83.72
TOTAL EXPENDITURES		25,000.00	3,601.44	0.00	21,398.56	14.41
NET OF REVENUES & EXPENDITURES		0.00	17,327.33	24,263.52	(17,327.33)	100.00
TOTAL REVENUES - ALL FUNDS		6,613,314.00	4,015,523.64	(2,716,724.27)	2,597,790.36	60.72
TOTAL EXPENDITURES - ALL FUNDS		6,170,919.14	2,934,261.80	335,522.75	3,236,657.34	47.55
NET OF REVENUES & EXPENDITURES		442,394.86	1,081,261.84	(3,052,247.02)	(638,866.98)	244.41



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INTERIM CITY MANAGER'S REPORT
February 16, 2016

1. A question was raised regarding the City participating in the Rental Rehabilitation Program. We have provided a copy of Resolution 06-14 in which the Council approved the termination of participation in the Urban County CDBG program with Kent County at its May 5, 2015 City Council meeting.
2. We were asked to provide a copy of Ordinance 11-06. This is an ordinance to add Article 111, "Sidewalk Inspection and Compliance upon Sale or Transfer of Abutting Property," to Chapter 19, "Street, Sidewalks and Other Public Places," of the Code of Ordinances of the City of Lowell. This was approved at its May 2, 2011 City Council meeting and went into effect on May 14, 2011, ten days after publication.
3. We are conducting an internal staff review of our Cemetery Rules. Once we have completed our internal review, we will bring any recommended changes to you for consideration. We want to get the word out that we are reviewing the rules and looking for public input and feedback prior to our recommendation to you. Please help us spread the word that we are going through this process and that we welcome any comments or suggestions. People can contact Luanne at City Hall at 897-8457 or by email at lwisniewski@ci.lowell.mi.us.

Respectfully submitted,

David Pasquale

David Pasquale, Interim City Manager

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 06 - 14

**RESOLUTION TERMINATING PARTICIPATION IN THE URBAN
COUNTY CDBG PROGRAM WITH KENT COUNTY AND
AUTHORIZING PARTICIPATION IN THE RENTAL
REHABILITATION PROGRAM**

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

WHEREAS, the City of Lowell has participated in the Urban County CDBG Program
with Kent County; and,

WHEREAS, the City of Lowell is not eligible to participate in CDBG funded programs
through the State of Michigan because it is a participant in the Urban County CDBG Program
with Kent County; and,

WHEREAS, the City of Lowell recognizes and encourages regional cooperation and has
been more than satisfied with Kent County Community Development and the assistance it has
provided to the City of Lowell through the Urban County CDBG Program; and,

WHEREAS, the City Council wishes to participate in the State of Michigan's Rental
Rehabilitation Program, and other CDBG funded programs, which could provide greater
investment in the downtown and the City of Lowell; and,

WHEREAS, the City of Lowell feels that this action will improve the economic and
housing options in the City of Lowell which will ultimate benefit the greater region.

NOW THEREFORE BE IT RESOLVED:

1. That the City Council hereby terminates its participation in the existing
cooperative agreement with Kent County in the Urban County CDBG Program.

2. That the City Manager is directed to pursue participation in the State of Michigan's Rental Rehabilitation Program.

3. That the City Manager is directed to ensure participation with Hope Network in the North Kent Transit Services program through June 30, 2015.

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

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.


Dated: May 5, 2014


Sue Ullery, Deputy City Clerk

CERTIFICATION

I, the undersigned duly qualified and acting Deputy Clerk of the City of Lowell, Kent County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on February 18, 2014, the original of which is on file in my office and the public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: May 5, 2014


Sue Ullery, Deputy City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 11-06

**AN ORDINANCE TO ADD ARTICLE III, "SIDEWALK INSPECTION
AND COMPLIANCE UPON SALE OR TRANSFER OF ABUTTING
PROPERTY," TO CHAPTER 19, "STREETS, SIDEWALKS AND OTHER
PUBLIC PLACES," OF THE CODE OF ORDINANCES OF THE CITY OF
LOWELL**

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

THE CITY OF LOWELL ORDAINS:

Section 1. Addition of Article III to Chapter 19. Article III, "Sidewalk Inspection and Compliance Upon Sale or Transfer of Abutting Property," is added to Chapter 19, "Streets, Sidewalks and Other Public Places," of the Code of Ordinances of the City of Lowell to read as follows:

**ARTICLE III. SIDEWALK INSPECTION AND COMPLIANCE UPON
SALE OR TRANSFER OF ABUTTING PROPERTY**

Sec. 19-60. Inspection of sidewalks, driveway approaches and retaining walls at time of sale or transfer of abutting or adjacent property and issuance of certificate of compliance.

(a) *Definitions.* For purposes of this section, the following words shall have the following meanings:

Property. Any real property that is within the corporate limits of the city and abutting sidewalks, driveway approaches or retaining walls.

Sale or transfer. The conveyance of any interest in real property except by lease, mortgage, gift, divorce, devise, bequest, establishment of a family trust, government conveyance or lien foreclosure. The sale or transfer shall be deemed to occur upon the transfer of title or the execution of a land contract or other conveying instrument.

(b) *Violation.* Except as otherwise provided in this section, it shall be unlawful to sell or transfer property unless a valid compliance certificate is tendered to the purchaser or transferee at the time of the sale or transfer.

(c) *Exemptions.* The provisions of this section shall not apply to the following:

(1) a sale or transfer which has occurred prior to the effective date of this section;

(2) a sale or transfer where the seller or transferor and the purchaser or transferee have signed a purchase agreement prior to the effective date of this section; or

(3) property where no repairs are required and, in such case, any application and inspection fees will be refunded.

(d) *Issuance of compliance certificate and inspection fees.*

(1) The city manager or his/her designee shall issue a compliance certificate after (i) an inspection has been made and all fees have been paid; (ii) it is determined by the city that all applicable construction specifications and any established city sidewalk rules and regulations have been met; and (iii) the city has determined that the sidewalks, driveway approaches and retaining walls, as applicable, are reasonably safe and convenient for public travel.

(2) A compliance certificate may be issued (i) immediately after inspection if no repairs are required; (ii) when the required repairs have been made and all applicable fees paid; or (iii) upon payment to the city treasurer of an amount of money equal to the estimated cost of the repairs and inspection fees as determined by the city manager or his/her designee as provided in (6) below.

(3) An application for a compliance certificate shall be available from, and shall be filed with, the city clerk. The city manager or his/her designee shall establish sidewalk rules and regulations and establish reasonable fees for the recovery of the direct and indirect costs of the city for inspections made pursuant to this section. The city manager shall provide the city council with any such fees.

(4) The property owner will be provided with either a notice to repair or a compliance certificate within thirty (30) days after an application is filed.

(5) It is the current property owner's responsibility to see that the applicable sidewalks, driveway approaches and retaining walls are in such condition that a proper inspection can be made. If an inspection is requested and cannot be made because of an accumulation of snow and ice at the noticed scheduled time of the inspection, the inspection shall be rescheduled and the property owner shall pay a second inspection fee.

(6) At the property owner's option, the property owner can deposit with the city treasurer an amount sufficient to cover the estimated costs of the repairs as determined by the city manager or his/her designee and applicable fees. A compliance certificate will then be issued within two (2) business days, after which the city will proceed to have the required repairs made. After the repairs have been made, inspected and approved, the property owner will be refunded within thirty (30) days any deposited unused monies not required to make the repairs and cover the applicable fees.

(e) *Validity of compliance certificate; responsibility of city for defects.* A compliance certificate shall be valid for the earlier of one (1) year from the date of its issuance or the date the sale or transfer of the related property is finalized. A new compliance certificate must be obtained for each subsequent sale or transfer of the property. A compliance certificate is not a warranty by the city that the applicable sidewalks, driveway approaches and retaining walls are free of any defects.

(f) *Circumstances when a property sale is not finalized.* When a property owner has requested an inspection, a notice of repair is issued as a result of the inspection and the sale or transfer of the property does not occur within six (6) months from the date of the inspection, the property owner shall make the repairs identified in the notice of repair within the time limit indicated in such notice. If the repairs are not made within such time limit, the city may cause the repairs to be made and the cost of such repairs shall be a lien on the abutting property and, if not reimbursed to the city by the property owner when due, shall be collected by the city in the same manner as the collection of delinquent *ad valorem* real property taxes.

(g) *Emergency repairs.* If an inspection reveals that the condition of the applicable sidewalks, driveway approaches and retaining walls constitutes, in the opinion of the city, an imminent danger to public health and safety, the city may order the repairs be immediately undertaken or may, where appropriate, cause the repairs to be made and the cost of such repairs shall be a lien on the abutting property, and, if not reimbursed to the City by the property owner when due, shall be collected by the city in the same manner as the collection of delinquent *ad valorem* real property taxes.

Section 2. Publication. After its adoption, the City Clerk shall publish this ordinance, or a summary thereof, as permitted by law, along with the date of its adoption in the *Lowell Ledger*, a newspaper of general circulation in the City at least ten (10) days before its effective date.

Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published as provided in Section 2 above.

YEAS: Councilmembers Altoft, Mayor Pro Tem Ellison and Mayor Hodges.


NAYS: Councilmembers LaPonsie.

ABSTAIN: Councilmembers None.

ABSENT: Councilmembers Schrauben

ORDINANCE DECLARED ADOPTED.


Dated: May 2, 2011


Betty R. Morlock
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan, certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held May 2, 2011, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents, was published in the *Lowell Ledger* on May 4, 2011. I further certify that the above ordinance was entered into the Ordinance Book of the City on May 2, 2011, and was effective May 14, 2011, ten (10) days after publication.

Dated: May 2, 2011


Betty R. Morlock
City Clerk