

CITY OF LOWELL
CITY COUNCIL AGENDA
MONDAY, MAY 2, 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. April 18, 2016 – Regular Meeting
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
 - a. Strategic Goals Report
 - b. Pending Council Projects Report
 - c. Council Training and Information Schedule
 - d. Strategic Plan Overview
 - e.
7. NEW BUSINESS
 - a. Department of Public Works Director
 - b. Budget Review 2016-17 – Establish Public Hearing
 - c. City Manager Search – Progress Report
 - d. Arbor Day Proclamation
 - d.
8. BOARD/COMMISSION REPORTS
9. APPOINTMENTS TO COMMISSIONS AND BOARDS
10. MANAGER'S REPORT
11. COUNCIL COMMENTS
12. ADJOURNMENT

NOTE: Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be 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 Monday, May 2, 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. April 18, 2016 – Regular Session Meeting
4. ACCOUNTS PAYABLE
5. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS

- a. Strategic Goals Report
- 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.

- d. Strategic Plan Overview

7. NEW BUSINESS

- a. Department of Public Works Director. Richard LaBombard of Grandville has been selected as the Public Works Director. He possesses a Bachelors and Master's degree in Administration from Central Michigan University and 14 years working in local government in engineering and facility management positions. LaBombard has worked in a variety of public works projects ranging from street improvement, sidewalk replacement, utility, water distribution and sewage management. In his current role as Facility Operations Manager of Allegan County, he oversees parks, facilities, parking lots, water quality and water distribution, snow removal and ground maintenance.

LaBombard will start May 9 and will be introduced at the Council meeting.

- b. Budget Review 2016-17 – Establish Public Hearing. Attached is the 2016-17 budget for all the funds. A few questions arose regarding whether you wish to have a work session and when. A public hearing should be established for the May 16 meeting. This provides an opportunity to undertake an initial review and ask questions of staff.
- c. City Manager Search – Progress Report. The advertisement for resumes regarding the City Manager position will be submitted shortly. The Michigan Municipal League has requested that a salary range be provided. As noted in Kathie Grinzinger's memo, several scenarios were discussed. I recommend the salary range be \$75,000 to \$105,000. Please note this is a range. The salary must be ultimately negotiated.
- d. Arbor Day Proclamation. We have prepared a proclamation by the Mayor establishing the last Friday in April as Arbor Day. This year Arbor Day was on April 29.

Recommended Motion: That the Lowell City Council concur with the Mayoral proclamation establishing the last April of each year as Arbor Day in the City of Lowell.

8. BOARD/COMMISSION REPORTS

9. APPOINTMENTS TO COMMISSIONS AND BOARDS

Arbor Board

Vacancy – (James Reagan currently serving)	06/30/2016
Vacancy – (Tamela Spicer resigned)	06/30/2016

Board of Review

Vacancy – (Greg Canfield currently serving)	06/30/2016
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Fire Authority

Vacancy – (Carlton Blough currently serving)	06/30/2016
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Light and Power Board

Vacancy – (Tina Cadwallader currently serving)	06/30/2016
Vacancy – (Andrew Schrauben currently serving)	06/30/2016
Vacancy – (Tamela Spicer will be resigning end of June)	06/30/2017

Local Officers Compensation Commission

Vacancy – (Teresa Beachum currently serving)	06/30/2016
Vacancy – (Patricia Horn currently serving)	06/30/2016

Planning Commission

Vacancy – (John Gerard currently serving)	06/30/2016
Vacancy – (James Zandstra currently serving)	06/30/2016

10. MANAGER'S REPORT

11. COUNCIL COMMENTS

12. ADJOURNMENT

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, APRIL 18, 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 Mayor Jeff Altoft and City Treasurer Suzanne Olin called roll.

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

Absent: None.

Also Present: Interim City Manager Dave Pasquale, City Treasurer Sue Olin, Interim DPW Director Ron Woods and Police Chief of Steve Bukala.

2. **APPROVAL OF THE AGENDA.**

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

YES: 5 NO: None. ABSENT: 0. MOTION CARRIED.

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

IT WAS MOVED BY DEVORE and seconded by TEELANDER to approve the regular minutes of the April 4, 2016 meeting as written.

YES: Councilmember DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember

Teelander and Mayor Altoft. NO: None. ABSENT: None. MOTION CARRIED.

4. **APPROVAL OF THE ACCOUNTS PAYABLE.**

BILLS AND ACCOUNTS PAYABLE (04/18/2016)

General Fund	\$48,153.39
Major Street Fund	\$988.03
Local Street Fund	\$608.38
Downtown Development Fund	\$4,771.12
Designated Contributions	\$2,929.57
General Debt Service	\$223,822.51
Airport Fund	\$1,148.10
Wastewater Fund	\$46,533.73
Water Fund	\$10,367.28
Data Processing Fund	\$6,204.74
Equipment Fund	\$14,119.61
Current Tax Collected	\$322.98

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

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

Councilmember DeVore.

NO: None.

ABSENT: None.

MOTION CARRIED.

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

Many citizens spoke regarding their concerns of the Council.

DPW Employee Joe Baker believed City Mechanic Ralph Brecken should be given a chance in becoming the DPW Director.

There was also some discussion about Lowell Light and Power and it was asked that they be put on the next council agenda.

Dave Thompson of the American Legion, spoke regarding Memorial Day and having the City pay for the use of police officers to close any necessary streets for the tribute to veterans. This year the event is being run by the Boy Scouts and they do not have any money. Councilmembers Phillips and Teelander both offered to donate \$100 each to the cause.

6. **OLD BUSINESS.**

a. **Strategic Goals Report.**

Nothing new to report.

b. **Pending Council Projects Report.**

Nothing new to report.

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

Nothing new to report.

d. **Strategic Plan Overview.**

Nothing new to report.

7. **NEW BUSINESS.**

a. **Department of Public Works Director.**

Due to personal reasons, Scott Poyer tendered his resignation as Public Works Director. An offer of employment has been provided to another candidate.

Interim City Manager Pasquale spoke about the differing opinions on who should hold this position and reminded everyone that the interview team has done their due diligence on interviewing candidates and that they are selecting those people who they feel would be best fit for the position. He also reminded everyone that the City Charter is very specific in stating that the City Manager hires the Director for the Department of Public Works.

b. Preliminary Budget Review 2016-17.

A preliminary budget was given to council for review and discussion and Pasquale went over some of the main items.

Dave Pasquale thanked City Treasurer Sue Olin for all of her hard work on the budget.

c. Honeywell Municipal Guaranteed Savings Services.

Interim DPW Director Ron Woods presented the Council with a memo that highlighted the key components of the program.

Honeywell provides a program for energy and operational services savings. With no out-of-pocket expenses for the City, program costs per year are less than or equal to the energy and operational costs per year.

8. BOARD/COMMISSIONS REPORTS.

Councilmember Phillips stated that the Historic District Commission will be meeting on April 26 at 6:00 p.m. at City Hall.

Councilmember Teelander spoke about a meeting he attended at Lowell Light and Power. He said they are doing some great things there and thanked them for welcoming him into the meeting.

He also attended the Planning Commission meeting where they discussed overlays and floodplains. There were some concerned citizens regarding rezoning the floodplain district.

Councilmember DeVore stated that Mayor Altoft sat in on the LARA meeting for him as he was out of town. Their next meeting is May 11. Parks and Recreation's meeting will be on Tuesday, April 19 at 6:00 p.m.

Councilmember Hodges reminded everyone that the Look Memorial Fund grant applications are due Friday, April 29 at 4:00 p.m.

The Arbor Day tree planting will take place on April 29 at noon at 835 W. Main Street.

Mayor Altoft attended the LARA meeting but had to leave early. He stated that there was discussion about the joint trail that the townships want to do from Gee Drive to Main Street. He said it is within the DDA and thought that the DDA may be able to contribute a small portion to that project.

Altoft also attended the Airport Board meeting that same night. They welcomed the new mechanic that evening. The airport is at capacity and every hanger is filled. They are looking at maybe building some new

ones in the future. There will also be a clean-up effort happening later this month.

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

There is an opening on the Light and Power Board and they will be taking applications for it.

10. **MANAGER'S REPORT.**

1. Jeff Bowne prepared an analysis of the City's budget as well as some other cities. A comparison is being completed between the City of Lowell and the City of Portland. There is some question about what the true numbers are. Pasquale and City Treasurer Sue Olin intend to speak to the City Manager and Treasurer of Portland to compare "apples to apples". There will be also a Mayor Exchange with the City of Portland on Thursday, May 26 for them to come here. The City of Lowell will be going there probably later in June – a date has not yet been set for that.
2. The Parks and Recreation Commission have requested that a joint work session be held with the Council. The next meeting is on Tuesday, April 19 at 6:00 p.m.
3. The Downtown Development Authority's next meeting is April 21 at 12:00 noon.

11. **COUNCIL COMMENTS.**

Councilmember Hodges had no further comments.

Councilmember Phillips had no further comments.

Councilmember Teelander stated that he felt humbled and is enlightened by a lot of the things that are going on and the comments. He plans on learning and doing better for his community.

Councilmember DeVore had no further comments.

Mayor Altoft made an apology for getting angry at some people. Most of his frustration comes from the past couple of years where when he wanted information, he never received the true information.

He also suggested having a meeting to discuss the budget and the sidewalk policy.

12. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by DEVORE to adjourn at 8:25 p.m.

DATE:

APPROVED:

Jeff Altoft, Mayor

Susan Ullery, City Clerk

RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

Res# 05-16

This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.

MAIL TO: Michigan Department of Transportation, Financial Operations
Division, P.O. Box 30050, Lansing, MI 48909.
or Fax to: 517-373-6266

NOTE: Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner

Hodges

offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate

Interim City Manager,

Dave Pasquale

as the single Street Administrator for the City or Village of

Lowell

in all transactions with the State Transportation Department

as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner

DeVore

Yeas

Councilmembers, DeVore, Hodges, Phillips, Teeklander's Mayor Altott.

Nays

None

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting

of the governing body of this municipality on the

4th

day of

April, 2014

CITY OR VILLAGE CLERK (SIGNATURE) <u>Susan Ullery</u>	EMAIL ADDRESS <u>Sully@ci.lowell.mi.us</u>	DATE <u>4.19.14</u>
STREET ADMINISTRATOR (SIGNATURE) <u>Dave Pasquale</u>	EMAIL ADDRESS <u>dpasquale@ci.lowell.mi.us</u>	DATE <u>4.19.14</u>
ADDRESS OF CITY OR VILLAGE OFFICE <u>301 E Main Street</u>		P.O. BOX
CITY OR VILLAGE <u>Lowell</u>	ZIP CODE <u>49331</u>	PHONE NUMBER <u>616-897-8457</u>

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DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 04/14/2016 - 04/29/2016
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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	AT&T LONG DISTANCE	LONG DISTANCE CHARGES 817	16.59	67696
101-000-222.002	DUE TO COUNTY-DOG LICENSE	KENT COUNTY ANIMAL SHELTE	DOG LICENSES	256.00	67748
101-000-285.001	DEPOSITS/RECYCLE CONTAIN	GRONEVELT, BOB	RECYCLE BIN REFUND- 624 L	5.00	67746
Total For Dept 000				277.59	
Dept 191 ELECTIONS					
101-191-740.000	OPERATING SUPPLIES	DUNHAM, TRISHA	REIMBURSEMENT ELECTION TR	12.90	67693
101-191-740.000	OPERATING SUPPLIES	ELECTION SYSTEMS & SOFTWA	MAINTENANCE CONTRACT 7/1/	261.20	67701
101-191-740.000	OPERATING SUPPLIES	MORLOCK, BETTY	REIMBURSEMENTS	4.87	67718
101-191-860.000	TRAVEL EXPENSES	DUNHAM, TRISHA	REIMBURSEMENT ELECTION TR	84.78	67693
101-191-860.000	TRAVEL EXPENSES	MORLOCK, BETTY	REIMBURSEMENTS	101.52	67718
Total For Dept 191 ELECTI				465.27	
Dept 209 ASSESSOR					
101-209-955.000	MISCELLANEOUS EXPENSE	KENT COUNTY ASSOC OF ASSE	MEMBERSHIP DUES - JEFF RA	75.00	67749
Total For Dept 209 ASSESS				75.00	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEAGAL SERVICES	17.50	67699
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	1,785.00	67699
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - SCADA SO	262.50	67699
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - CDBG GRA	192.50	67699
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - ZONING	630.00	67699
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - PROPERTY	402.50	67699
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES - GRAVEL M	315.00	67699
Total For Dept 210 ATTORN				3,605.00	
Dept 215 CLERK					
101-215-860.000	TRAVEL EXPENSES	ULLERY, SUSAN	MILEAGE TO CLERK INSTITUT	74.09	67694
101-215-955.000	MISCELLANEOUS EXPENSE	PETTY CASH	PETTY CASH	25.21	67695
Total For Dept 215 CLERK				99.30	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	MARCH ADMIN	43.50	67702
Total For Dept 253 TREASU				43.50	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	0.78	67728
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	10.96	67762
101-265-730.000	POSTAGE	PURCHASE POWER	POSTAGE METER	596.30	67720
101-265-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	240.59	67708
101-265-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVANTAG	SUPPLIES	89.29	67725
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	143.72	67728
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 3/31 -	720.00	67757
101-265-850.000	COMMUNICATIONS	AT&T LONG DISTANCE	LONG DISTANCE CHARGES 817	187.39	67696
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	CABLE TV	149.85	67698
101-265-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	1,996.20	67737
101-265-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	LPD GARAGE HEATING REPAIR	75.00	67740
Total For Dept 265 CITY H				4,210.08	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	288.08	67708
Total For Dept 276 CEMETE				288.08	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	LIVE SCAN MARCH 2016	492.25	67726
101-301-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	20.96	67728
101-301-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	33.63	67762
101-301-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVANTAG	SUPPLIES	6.99	67725
101-301-744.000	UNIFORMS	HOOPER PRINTING	LPD ID BADGE - SCHNEIDER	15.00	67747
101-301-850.000	COMMUNICATIONS	AT&T LONG DISTANCE	LONG DISTANCE CHARGES 817	161.72	67696
101-301-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES	512.30	67724

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
101-301-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	1,494.14	67737
101-301-860.000	TRAVEL EXPENSES	MUNDT, THERESA	MILEAGE- CAR SEAT EVENT	22.41	67719
101-301-955.000	MISCELLANEOUS EXPENSE	GR CITY TREASURER	PARKING	18.00	67703
101-301-955.000	MISCELLANEOUS EXPENSE	WMCJTC	TRAINING - VANSOLKEMA	100.00	67733
101-301-958.000	MI CRIMINAL JUSTIS TRAIN.	WMCJTC	MCOLES PAYMENT FALL 2015	252.30	67734
Total For Dept 301 POLICE				3,129.70	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES	1,342.00	67767
Total For Dept 400 PLANNI				1,342.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	DREW WIRELESS	BATTERY	277.50	67700
101-441-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	138.85	67762
101-441-740.000	OPERATING SUPPLIES	WOODS, RON	WEST MICH MUNICIPAL ENGI	309.68	67768
101-441-850.000	COMMUNICATIONS	AT&T LONG DISTANCE	LONG DISTANCE CHARGES 817	57.92	67696
101-441-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	731.96	67737
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	DPW CABLE	29.97	67741
101-441-926.000	STREET LIGHTING	LITES PLUS, INC.	STREET LIGHTS	179.00	67750
101-441-926.000	STREET LIGHTING	LITES PLUS, INC.	STREET LIGHTS	179.00	67750
101-441-927.000	REPAIR & MAINT. STREET LI	LOWELL LIGHT & POWER	STREET LIGHT MAINTENANCE	361.60	67751
Total For Dept 441 DEPART				2,265.48	
Dept 523 TRASH					
101-523-802.000	CONTRACTUAL	RED CREEK	70 BLUE BAGS @1.75 &175 L	437.50	67722
Total For Dept 523 TRASH				437.50	
Dept 751 PARKS					
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOMS	190.00	67713
101-751-802.000	CONTRACTUAL	ZACH'S CLEAN CUT LAWN CAR	STATEMENT OF ACCOUNT	3,900.00	67736
Total For Dept 751 PARKS				4,090.00	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVANTAG	SUPPLIES	42.16	67725
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 3/31 -	360.00	67757
101-790-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	315.00	67737
101-790-930.000	REPAIR & MAINTENANCE	BEHRENS LIMITED, LCC	LIBRARY HAND DRIER	300.00	67738
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY R & M	1,483.00	67755
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY R & M	448.64	67755
101-790-930.000	REPAIR & MAINTENANCE	RICKERT AND ASSOCIATES	LIBRARY R & M	90.00	67756
Total For Dept 790 LIBRAR				3,038.80	
Dept 804 MUSEUM					
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	3.24	67715
Total For Dept 804 MUSEUM				3.24	
Total For Fund 101 GENERA				23,370.54	
Fund 202 MAJOR STREET FUND					
Dept 450 CAPITAL OUTLAY					
202-450-970.000	CAPITAL OUTLAY	C & D HUGHES, INC	PARKING OT, STREET & UTIL	15,674.28	67739
Total For Dept 450 CAPITA				15,674.28	
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	ROAD ASPHALT	563.12	67727
202-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	ASPHALT SUPPLIES	475.62	67761
202-463-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES	12.72	67724
202-463-930.000	REPAIR & MAINTENANCE	SANISWEEP, INC.	MARCH STREET SWEEPING M21	800.00	67759
202-463-930.000	REPAIR & MAINTENANCE	SANISWEEP, INC.	SPRING STREET SWEEPING	3,232.00	67759
Total For Dept 463 MAINTEN				5,083.46	
Total For Fund 202 MAJOR				20,757.74	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	ROAD ASPHALT	563.13	67727
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	ASPHALT SUPPLIES	475.63	67761
203-463-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	ASPHALT	679.98	67764
203-463-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES	12.72	67724
203-463-930.000	REPAIR & MAINTENANCE	SANISWEEP, INC.	SPRING STREET SWEEPING	3,232.00	67759
Total For Dept 463 MAINTENANCE				4,963.46	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	DORNBOS SIGN, INC.	DPW WORK SIGNS	766.51	67743
Total For Dept 474 TRAFFIC				766.51	
Dept 906 DEBT SERVICE					
203-906-997.000	BOND ISSUE COSTS	THE BANK OF NEW YORK MELL BOND 202	PAYING AGENT FEE	750.00	67729
Total For Dept 906 DEBT SERVICE				750.00	
Total For Fund 203 LOCAL STREET FUND				6,479.97	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-970.000	CAPITAL OUTLAY	C & D HUGHES, INC	PARKING LOT, STREET & UTIL	1,606.68	67739
248-450-970.000	CAPITAL OUTLAY	SOPER & ASSOCIATES, LLC	REAL ESTATE APPRAISAL REP	2,800.00	67760
Total For Dept 450 CAPITAL OUTLAY				4,406.68	
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LLC	FLAGS	312.08	67708
248-463-740.000	OPERATING SUPPLIES	HOOPER PRINTING	"OPEN TO BUSINESSES" SIGN	54.00	67747
Total For Dept 463 MAINTENANCE				366.08	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	PETTY CASH	PETTY CASH	45.99	67695
Total For Dept 740 COMMUNITY PROMOTIONS				45.99	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				4,818.75	
Fund 351 GENERAL DEBT SERVICE (NON-VOTED BONDS)					
Dept 906 DEBT SERVICE					
351-906-996.000	PAYING AGENT FEES	THE BANK OF NEW YORK MELL 2012 BOND	AGENT FEE 6/1/1	200.00	67729
Total For Dept 906 DEBT SERVICE				200.00	
Total For Fund 351 GENERAL DEBT SERVICE				200.00	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-132.000	LAND IMPROVEMENTS	RAY JABLONSKI	AIRPORT MOWER YANMAR	3,500.00	67721
581-000-802.000	CONTRACTUAL	SCENIC EXPRESSIONS LLC	AIRPORT SNOWPLOWING	1,500.00	67723
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT INTERNET	49.99	67731
Total For Dept 000				5,049.99	
Total For Fund 581 AIRPORT FUND				5,049.99	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	AT&T LONG DISTANCE	LONG DISTANCE CHARGES 817	88.11	67696
590-000-276.000	Sewer Inside 5/8"	ERICKSON, BERTHA	UB refund for account: 6-	2.74	67769
590-000-276.000	Sewer Inside 5/8"	FRAZIER, KEVIN	UB refund for account: 3-	19.15	67770
Total For Dept 000				110.00	
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	NATIONAL LADDER	WATER/SEWER DEPT R & M	368.73	67753
590-551-970.000	CAPITAL OUTLAY	C & D HUGHES, INC	PARKING LOT, STREET & UTIL	90,941.26	67739
Total For Dept 551 COLLECTION				91,309.99	
Dept 552 CUSTOMER ACCOUNTS					
590-552-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	APRIL MILEAGE	26.19	67697
Total For Dept 552 CUSTOMER ACCOUNTS				26.19	
Total For Fund 590 WASTEWATER FUND				91,446.18	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
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Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water Inside 5/8"	ERICKSON, BERTHA	UB refund for account: 6-	2.77	67769
591-000-276.000	Water Inside 5/8"	FRAZIER, KEVIN	UB refund for account: 3-	19.44	67770
Total For Dept 000				22.21	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WPT SUPPLIES	359.89	67707
591-570-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVANTAG	SUPPLIES	34.99	67725
591-570-801.000	PROFESSIONAL SERVICES	ENVIRONMENTAL RESOURCE AS	WTP PROFESSIONAL SERVICES	300.26	67744
591-570-802.000	CONTRACTUAL	ZACH'S CLEAN CUT LAWN CAR	STATEMENT OF ACCOUNT	280.00	67736
591-570-802.000	CONTRACTUAL	NORTHERN PUMP & WELL	WTP WELL INSPECTIONS	700.00	67754
591-570-850.000	COMMUNICATIONS	AT&T LONG DISTANCE	LONG DISTANCE CHARGES 817	8.17	67696
591-570-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	285.05	67737
Total For Dept 570 TREATM				1,968.36	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	PETTY CASH	PETTY CASH	9.99	67695
591-571-802.000	CONTRACTUAL	ZACH'S CLEAN CUT LAWN CAR	STATEMENT OF ACCOUNT	240.00	67736
591-571-802.000	CONTRACTUAL	MICHIGAN CAT	EQUIP MAINTENANCE	785.00	67752
591-571-802.000	CONTRACTUAL	MICHIGAN CAT	EQUIP MAINTENANCE	800.00	67752
591-571-850.000	COMMUNICATIONS	SPRINT	PHONE CHARGES	51.82	67724
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	MONTHLY STATEMENT	40.01	67766
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	208.84	67742
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ENERGY BILL - 2311 GEE DR	99.12	67742
591-571-930.000	REPAIR & MAINTENANCE	GRAINGER INDUSTRIAL SUPPL	WATER DEPT PAINT	205.20	67704
591-571-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	R&M 1302 LAURIE GAIL	75.00	67740
591-571-930.000	REPAIR & MAINTENANCE	ETNA SUPPLY COMPANY	WATER DEPT R & M	16.69	67745
591-571-930.000	REPAIR & MAINTENANCE	NATIONAL LADDER	WATER/SEWER DEPT R & M	368.72	67753
591-571-930.000	REPAIR & MAINTENANCE	NORTHERN PUMP & WELL	WATER DEPT AIR COMPRESSOR	1,629.00	67754
591-571-930.000	REPAIR & MAINTENANCE	RYAN'S MODERN SEWER CLEAN	HYDRO VAC	740.00	67758
591-571-930.000	REPAIR & MAINTENANCE	VANSETTERS, JEFF	WATER DEPT - REIMBURSEMEN	95.39	67771
591-571-955.000	MISCELLANEOUS EXPENSE	PETTY CASH	PETTY CASH	25.75	67695
591-571-970.000	CAPITAL OUTLAY	C & D HUGHES, INC	PARKING OT, STREET & UTIL	113,811.53	67739
Total For Dept 571 DISTRI				119,202.06	
Dept 572 CUSTOMER ACCOUNTS					
591-572-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	APRIL MILEAGE	26.19	67697
Total For Dept 572 CUSTOM				26.19	
Total For Fund 591 WATER				121,218.82	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	KORE/HI COM, INC.	PROFESSIONAL SVC	1,734.30	67714
636-000-802.000	CONTRACTUAL	HASSELBRING-CLARK	COPY MACHINE	332.89	67709
Total For Dept 000				2,067.19	
Total For Fund 636 DATA P				2,067.19	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	GTW	STATEMENT OF ACCT	72.39	67706
661-895-740.000	OPERATING SUPPLIES	HOOPER PRINTING	BUSINESS CARDS - BRECKEN	35.00	67747
661-895-930.000	REPAIR & MAINTENANCE	GRAINGER INDUSTRIAL SUPPL	EQUIP R & M	62.46	67704
661-895-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	EQUIP R & M	71.28	67732
661-895-930.000	REPAIR & MAINTENANCE	WOLF KUBOTA	EQUIP R & M	8.99	67735
661-895-930.000	REPAIR & MAINTENANCE	TRUCK & TRAILER SPECIALTI	EQUIP R & M	107.58	67730
661-895-930.000	REPAIR & MAINTENANCE	TRUCK & TRAILER SPECIALTI	EQUIP R & M	207.00	67730
661-895-981.000	EQUIPMENT	T AND M TOOLS INC.	SNAP ON TOOLS	3,678.01	67763
661-895-981.000	EQUIPMENT	TRUCK & TRAILER SPECIALTI	MONTRO UNDERBODY SCRAPER/	20,685.00	67765
Total For Dept 895 FLEET				24,927.71	

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Fund 661 EQUIPMENT FUND					
Total For Fund 661 EQUIPM				24,927.71	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	79.60	67710
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	21.33	67711
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	210.41	67716
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	80.35	67710
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	64.13	67712
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	23.92	67705
Total For Dept 000				479.74	
Total For Fund 703 CURREN				479.74	
Fund 714 LEE FUND					
Dept 000					
714-000-970.000	PARK IMPROVEMENTS	LOWELL LITTLE LEAGUE	ICE SKATING MAINTENANCE	750.00	67717
Total For Dept 000				750.00	
Total For Fund 714 LEE FU				750.00	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:					
			Fund 101 GENERAL FUND	23,370.54	
			Fund 202 MAJOR STREET FUN	20,757.74	
			Fund 203 LOCAL STREET FUN	6,479.97	
			Fund 248 DOWNTOWN DEVELOP	4,818.75	
			Fund 351 GENERAL DEBT SER	200.00	
			Fund 581 AIRPORT FUND	5,049.99	
			Fund 590 WASTEWATER FUND	91,446.18	
			Fund 591 WATER FUND	121,218.82	
			Fund 636 DATA PROCESSING	2,067.19	
			Fund 661 EQUIPMENT FUND	24,927.71	
			Fund 703 CURRENT TAX COLL	479.74	
			Fund 714 LEE FUND	750.00	
				<hr/>	
				301,566.63	



STRATEGIC GOALS REPORT

MAY 2, 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)

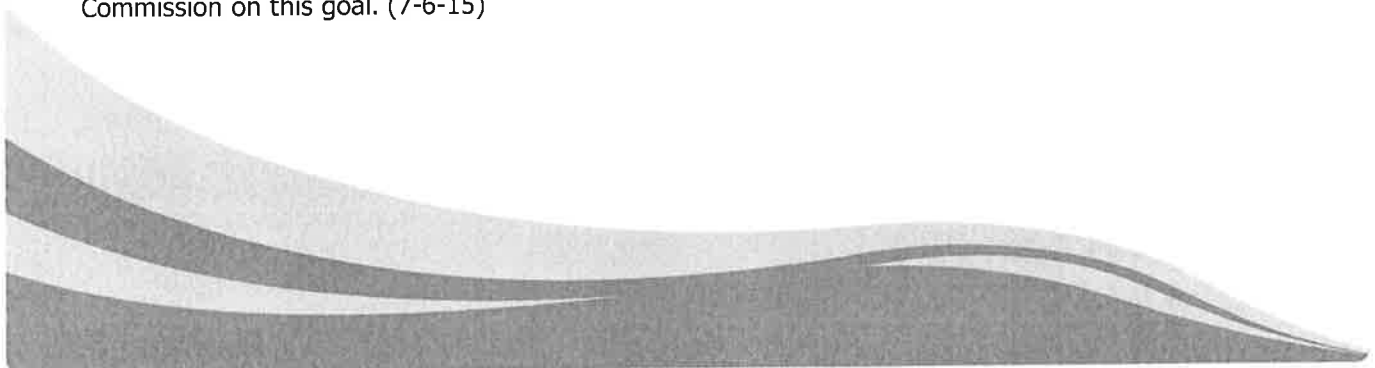
5) Business Development Packet: I have reached out to The Right Place who indicated they can assist us with this project. (7-20-15)

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 May 2, 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 – not completed
- Street Plan and Asset Management – not completed
- Strategic Planning, Finalize Overall Priorities – not completed

March 7

- City Finances and Fund Accounting – not completed
- LCTV Fund, Look Memorial, Carr Funds, Lee Fund – not completed
- Sidewalk Repair and Replacement – not completed
- Community Facilities – not completed

March 21

- Preliminary Budget Recommendations – Not completed
- Arbor Board and Urban Forest Initiative – Not completed
- Parks & Recreation, LARA, Trails - Completed

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)

•

Sue Ullery

From: Kathie Grinzinger <kgrinzinger@mml.org>
Sent: Thursday, April 21, 2016 12:32 PM
To: David Pasquale; Sue Ullery
Cc: Jessica Reed; Summer Minnick
Subject: Lowell Salary Comparables
Attachments: Lowell Comps.xlsx

David and Sue,

“Ask and ye shall receive.”

Attached above is a matrix reporting on salary levels of City Managers from the MML’s last survey of wages and benefits. You may share any of the information I have provided with your council as you see fit.

About the data

The data covers city manager salary ranges and actuals from communities with populations from about 2,500 to around 6,000.

While there is certainly a wide-range of possible benefits that can/should be detailed in Manager contract compensation packages (time off, pension or deferred compensation options, technology (which is standard), cars or car allowances, moving expenses, residency incentives, memberships, conferences, etc.) this survey is primarily about wages. There is some data on car allowances and “extra pay” included, but it is important to remember that this is truly a “self-reporting” culmination and that information may be less robust.

No differentiation is made for millage rates, value of tax base, budget or regionalized cost of living in the data. If you wish to refine the analysis more yourself before making a recommendation to Council, those are factors I would suggest you survey.

It appears that the break point for the steepest change in elevation of salary levels occurs in communities with a population of around 3,800.

Lowell’s data is included in the averages. Because of the size of the sample, the addition or subtraction of your numbers may not make a substantial difference in the calculation. If you wish to double check the affect, you could remove Lowell and recalculate.

With Lowell included, the average range (not median) of all communities in the scope of study was \$78,500 to \$102,600.

Where Lowell fits

With Lowell at about 3,800 it is close to middle of the entire pack in population and at what appears to be the break point.

It also “appears” Lowell may not have had a published range at the time of this survey. I can only guess the city’s personnel records showed a maximum of \$100,800 for the position at time of last hire but that the former manager was at \$107,800 based on renegotiation of his contract, performance and/or the additional years he had served from the hire date that established the recorded maximum.

Additional Considerations

Before a recommendation is made to Council, it is critical that you review the city's wage compression risk or the differences in ranges and actuals of the next highly compensated executives in the wage structure to the potential manager's. (I do not know if you have steps or automatic factor changes in salaries.) The published minimum for the manager must be above the minimum of other department directors and the maximum above maximum of other executives.

If other executive salaries have risen outside of the ranges, that should be reflected upon where you land as well.

In your case I would also check the salary of the Light and Power Executive and be certain the Manager's wage reflects appropriately.

Finally, you want to be competitive currently and locally. Cedar Springs is in the final stages of a search and their published range is \$70,000 to \$95,000. They have about 3,500 residents and moved range substantially from where they were. Rockford, which will be out for candidates (maybe early next year) was at \$106,000 with 5,700 residents.

Suggestions?

I would strongly suggest the bottom of your range be no lower than \$75,000 (Unless that is lower than your next level of executives). Truthfully, you will likely not hire nor settle a contract at that level and, therefore, should not budget there.

I would like to leave the top of range decision for you, David, because you know more about the housing market and costs of Lowell as well as the potential public acceptance level! But, I would hope we could recruit well if the top of the range is above where Cedar Springs landed. I don't know if it is necessary to match the \$107,000.

Hope this helps,
K

Kathie Grinzinger
Lead Executive Recruiter
Michigan Municipal League
Ph: 989.289.1084
www.mml.org



Community	Population	Position	Minimum
Average	4,001		\$ 78,489
Huntington Woods	6,238	City Manager or City Administrator	
Milford	6,175	City Manager or City Administrator	
Holly	6,086	City Manager or City Administrator	
Northville	5,970	City Manager or City Administrator	
Swartz Creek	5,758	City Manager or City Administrator	
Richmond	5,735	City Manager or City Administrator	
Rockford	5,719	City Manager or City Administrator	
Zeeland	5,504	City Manager or City Administrator	\$ 114,636
Grosse Pointe	5,421	City Manager or City Administrator	
Springfield	5,260	City Manager or City Administrator	
Davison	5,173	City Manager or City Administrator	
Kingsford	5,133	City Manager or City Administrator	
Allegan	4,998	City Manager or City Administrator	
Frankenmuth	4,944	City Manager or City Administrator	\$ 79,102
South Haven	4,403	City Manager or City Administrator	
Wolverine Lake	4,312	City Manager or City Administrator	
Coopersville	4,275	City Manager or City Administrator	
Caro	4,229	City Manager or City Administrator	
Sparta	4,140	City Manager or City Administrator	
Fremont	4,081	City Manager or City Administrator	
Wayland	4,079	City Manager or City Administrator	\$ 63,980
Lathrup Village	4,075	City Manager or City Administrator	
Dexter	4,067	City Manager or City Administrator	
Dundee	3,957	City Manager or City Administrator	
Otsego	3,956	City Manager or City Administrator	
Portland	3,883	City Manager or City Administrator	\$ 74,672
Bloomfield Hills	3,869	City Manager or City Administrator	
Williamston	3,854	City Manager or City Administrator	
Plainwell	3,804	City Manager or City Administrator	
Lowell	3,783	City Manager or City Administrator	
Gaylord	3,645	City Manager or City Administrator	
Imlay City	3,597	City Manager or City Administrator	
Cedar Springs	3,509	City Manager or City Administrator	\$ 68,349
Corunna	3,497	City Manager or City Administrator	
Essexville	3,478	City Manager or City Administrator	
Oxford	3,436	City Manager or City Administrator	
Blissfield	3,340	City Manager or City Administrator	
Middleville	3,319	City Manager or City Administrator	
Bad Axe	3,129	City Manager or City Administrator	
Clare	3,118	City Manager or City Administrator	
Grosse Pointe Shores	3,008	City Manager or City Administrator	
Lake Orion	2,973	City Manager or City Administrator	
Keego Harbor	2,970	City Manager or City Administrator	
Ithaca	2,910	City Manager or City Administrator	

Ferrysburg	2,892	City Manager or City Administrator	
Fowlerville	2,886	City Manager or City Administrator	
Norway	2,845	City Manager or City Administrator	
East Tawas	2,808	City Manager or City Administrator	
Whitehall	2,706	City Manager or City Administrator	\$ 70,196
Vassar	2,697	City Manager or City Administrator	
Sandusky	2,679	City Manager or City Administrator	
Almont	2,674	City Manager or City Administrator	
Pleasant Ridge	2,526	City Manager or City Administrator	
Charlevoix	2,513	City Manager or City Administrator	

Maximum	Actual	Extra Pay	Car Allowance	Basis
\$ 102,660	\$ 82,321			
	\$ 94,760	\$80/month	\$ 425	Month
	\$ 80,000		\$ 750	Quarter
	\$ 84,906	Sick Pay Out	\$ 3,000	Year
	\$ 106,350		\$ 450	Month
	\$ 89,003		\$ 335	Month
	\$ 75,753		\$ 1,350	Quarter
	\$ 106,013			
\$ 149,528	\$ 131,830			
	\$ 112,000		\$ 550	Month
	\$ 77,600		\$ 75	Week
	\$ 70,000		\$ 200	Month
	\$ 81,717			
	\$ 95,642		\$ 6,600	Year
\$ 101,546				
	\$ 101,999		\$ 500	Month
	\$ 91,334		\$ 4,200	Year
	\$ 76,166		\$ 383	Month
	\$ 70,000		\$ 350	Month
	\$ 79,000	\$75/month		
	\$ 94,906			
\$ 83,175	\$ 78,256		\$ 3,600	Year
	\$ 74,348			
	\$ 74,825			
	\$ 80,000		\$ 100	Month
	\$ 89,073			
\$ 106,392		\$1200/year		
	\$ 119,373		\$ 6,000	Year
	\$ 80,987			
	\$ 82,914	\$8000/year	\$ 300	Month
\$ 100,880	\$ 107,863			
	\$ 101,100			
	\$ 82,620	\$30/month	\$ 450	Month
\$ 78,602	\$ 72,100			
	\$ 84,851		\$ 4,600	Year
	\$ 75,000		\$ 350	Month
	\$ 73,154			
	\$ 66,245			
	\$ 63,500			
	\$ 71,791			
	\$ 70,928	\$50/month		
	\$ 80,000	\$8000/year		
	\$ 70,408			
	\$ 56,375	\$200/month		
	\$ 70,000	\$50/meeting	vehicle provided	

	\$ 84,690		\$ 300	Month
	\$ 64,000			
	\$ 87,400	\$80/month	\$ 160	Month
	\$ 67,018		\$ 400	Month
\$ 98,500		\$28.92/month	\$ 300	Month
	\$ 59,000		\$ 300	Month
	\$ 73,580	\$100/month	\$ 350	Month
	\$ 43,000			
	\$ 91,000		\$ 6,000	Year
	\$ 84,000		\$ 450	Month



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

ARBOR DAY PROCLAMATION

Whereas, in 1872, J Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal,

Now, Therefore, Be It Resolved, that I, Jeffrey Altoft, Mayor of the City of Lowell do hereby proclaim every last Friday in April as Arbor Day in the City Lowell and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this second day of May in the year 2016.

Jeffrey Altoft, Mayor



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

CITY OF LOWELL

Application for Board or Commission Appointment

Name: Donald L Green
Address: 153 S. Pleasant St
Telephone Number: 616 897 6173 Cell Number: 616 802 2184
Email: donaldlgreen@gmail.com
Board or Commission Position Desired: Board of Light and Power

Please give a brief resume of your qualifications for the desired position (you may attach additional information):

10 yrs service - City Council
1+ yr - Planning Commission
20 yrs (approx) - Parks + Recreation Board

Lifelong resident minus the brief exile to
Cascade Township ☺

I would be honored to serve in this
capacity


Signature

Please return application to:

City of Lowell
Attn: City Clerk
301 East Main Street
Lowell, MI 49331

Or by email to:

bmorlock@ci.lowell.mi.us

RECEIVED

APR 25 2016

CITY OF LOWELL

CITY OF LOWELL
LOWELL, MICHIGAN

Application for Board or Commission Appointment

Name: James Salzwedel
Address: 505 N Jefferson Lowell MI 49331
Telephone Numbers: Home 899-7025 Cell 260-3922
Email: jsalzwedel@midstatesecurity.com
Board or Commission Position Desired: Lowell Light & Power

Please give a brief resume of your qualifications for the desired position (you may attach additional information):

Have served on the planning commission the past 3 1/2 years. Worked in the security field for the past 42 years and during that time have held a state fire alarm licence which require electrical code update classes every two years. I have worked with our past sister company Johnson Electric providing bids for electrical work pertaining to fire system and with their bids for lighting & door control. I have also been part of the leadership team & executive team. Part of those responsibility was to develop a sales budget of \$2.5 million dollars, lead the team when called upon, manage jobs, complete bids and deal with the day to day operation. I was also a very successful high school →
James Salzwedel
Signature

Please return application to:

City of Lowell
Attn: City Clerk
301 East Main Street
Lowell, MI 49331

Or by email to:

sullery@ci.lowell.mi.us

coach who lead his teams to ~~three~~ state titles, along with
10 straight conference crowns, with a 121-1 record. The
boys team made the state finals 4 years & 2 was 93-15 during
that time.

I have also been involved with local charities, Relay For Life,
Habitat for Humanity, Mich Blood, American Vets.

I am a person who cares, Fiscal responsible for spending, good
listener and a concern citizen.



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

INTERIM CITY MANAGER'S REPORT
May 2, 2016

1. Congratulations to Ron VanOverbeck for his appointment as the new Fire Chief.
2. The City of Portland has proposed hosting Mayor Exchange on Thursday, June 30.

Respectfully submitted,

David Pasquale, Interim City Manager