

CITY OF LOWELL  
CITY COUNCIL AGENDA  
MONDAY, JUNE 20, 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. June 6, 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
7. NEW BUSINESS
  - a. Litehouse Foods Variance Request
  - b. 2017 Ford Police Interceptor Utility
  - c. Presentation of the State of the City Address
8. MONTHLY REPORTS
9. BOARD/COMMISSION REPORTS
10. APPOINTMENTS TO COMMISSIONS AND BOARDS
11. MANAGER'S REPORT
12. COUNCIL COMMENTS
13. 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.



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## MEMORANDUM

TO: Lowell City Council  
FROM: David Pasquale, Interim City Manager  
RE: Council Agenda for Monday, June 20, 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 MEETING(S)
  - a. June 6, 2016 – Regular 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. Litehouse Foods Variance Request. Mr. Doug Ritz, on behalf of A.J. Veneklasen, Inc. has submitted an application for a variance to waive the requirement in the Zoning Ordinance that requires landscaped parking islands within off-street parking lots. The application is seeking to construct an addition to the Litehouse Foods facility and parking lot, located at 1400 Foreman Street. The construction will add approximately 26,493 square feet to the existing facility. The project will also include parking improvements to replace the surface parking lost in the area located within the footprint of the building addition. The applicant is proposing a total of 181 parking stalls, including 6 accessible stalls.

Recommended Motion: To approve the variance requested to reduce the number of islands required for the parking lot at the facility.

- b. 2017 Ford Police Interceptor Utility. State of Michigan (2017 Bid pricing for Ford Motor Company) is guaranteed lowest price from Signature Ford of Owosso. This is the last of four vehicles to be purchased under the Lowell Area Community Fund grant that we received in 2013. This will also contain the “ready for the road package” of factory lighting and wiring to replace the last 2010 Chevrolet Impala. The vehicle and accessories are not to exceed \$29,829.

Recommended Motion: For the Council to approve the purchase of the 2017 Ford Utility with ready for the road package of \$29,829.

- c. Presentation of the State of the City Address. A state of the City Address will be presented at the meeting. The attached document gives a brief assessment of the City and establishes goals for the coming year.

Recommended Motion: The Council receives the State of the City document.

8. MONTHLY REPORTS

9. BOARD/COMMISSION REPORTS

10. APPOINTMENTS TO COMMISSIONS AND BOARDS

Arbor Board

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

Board of Review

Vacancy – (Greg Canfield 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 – (Tamera 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

11. MANAGER’S REPORT

12. COUNCIL COMMENTS

13. ADJOURNMENT

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, JUNE 6, 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 Clerk Susan Ullery 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 Clerk Susan Ullery, City Treasurer Sue Olin, DPW Director Rich LaBombard, Interim DPW Director Ron Woods and Police Chief 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 PHILLIPS and seconded by TEELANDER to approve the regular minutes of the May 16, 2016 meeting as written.

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

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

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

**BILLS AND ACCOUNTS PAYABLE (06/06/2016)**

General Fund	\$25,859.53
Major Street Fund	\$2,636.17
Local Street Fund	\$3,927.86
Historical District Fund	\$9,740.00
Downtown Development Fund	\$309.79
Designated Contributions	\$9,249.34
Airport Fund	\$130.18
Wastewater Fund	\$96,980.14
Water Fund	\$19,249.79
Data Processing Fund	\$620.00
Equipment Fund	\$24.24

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

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

Teeland and Mayor Altoft.

NO: None.

ABSENT: None.

MOTION CARRIED.

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

There were no public comments.

6. **OLD BUSINESS.**

a. Strategic Goals Report.

Nothing new to report.

b. Pending Council Projects Report.

The report was given to Council for their review.

c. Council Training and Information Schedule.

An updated schedule was given to Council for their review.

d. Strategic Plan Overview.

Nothing new to report.

7. **NEW BUSINESS.**

- a. Award Presentation to Marv Rosenberger for RSVP Service. Marv Rosenberger is retiring from RSVP (Retired & Senior Volunteer Program) after 20 years with the Lowell Police Department. He served as a charter member from 1996-2016. An award was presented to him by Chief Bukala.

- b. Cascade Inspection Services – Brian Wilson – Reroofing/Siding and Building Official Update. Brian Wilson, Building Official from Cascade Inspection Services was present to review the reroofing/siding issue requiring permits. City Attorney Richard Wendt provided information on this issue as well as the Building Official designation.

- c. Public Hearing – 2016-17 Budget. A public hearing has been scheduled for input on the proposed 2016-17 budget for the City of Lowell. The Council had a budget hearing on May 16 as well as a worksession on May 17.

Mayor Altoft opened up public hearing and welcomed any public comments. None were received. The public hearing was then closed.

- d. Resolution 07-16 Adopting City of Lowell Annual Budget for Fiscal Year 2016-17. A resolution is to be considered adopting the fund levels of the various revenues and appropriations approving the ad valorem property tax rate of 15.70 mills. In addition, the listing of all rates and fees.

Also, as required by the auditors a budget for the Cable TV Fund is needed as a special revenue fund.

IT WAS MOVED BY HODGES and seconded by DEVORE to adopt Resolution 07-16 the City of Lowell Annual Budget for Fiscal Year 2016-17 approving millage levees, approving the schedule of rates and fees and other matters related thereto.

YES: Councilmember Phillips, Councilmember Teelander, Mayor Altoft, Councilmember DeVore and Councilmember Hodges. NO: None. ABSENT: None. MOTION CARRIED.

- e. 2015-2016 Budget Amendment Resolution 08-16. The annual budget amendments were provided for Council's consideration, including the addition of the Cable Fund.

IT WAS MOVED BY HODGES and seconded by TEELANDER to adopt Resolution 08-16 which outlines the amendments to the City of Lowell's annual budget for fiscal year 2015-2016.

YES: Councilmember Teelander, Mayor Altoft, Councilmember DeVore, Councilmember Hodges and Councilmember Phillips. NO: None. ABSENT: None. MOTION CARRIED.

- f. Resolution 09-16 – Approving the Installment Purchase Agreement of a Plow Truck Dump Body. At its January 19, 2016 meeting, the City Council approved the purchase of a plow truck dump body from Truck and Trailer Specialties, Inc. of Dutton, Michigan for \$73,371.

The following bids were received for a ten year installment purchase:

	<u>Interest</u>
Huntington Bank	2.30%
Mercantile Bank	1.55%
Macatawa Bank	2.09%
United Bank	2.19%
Choice One	2.15%
Independent	4.90%

IT WAS MOVED BY TEELANDER and seconded by HODGES to adopt Resolution 09-16 for installment purchase of a plow truck dump body with Mercantile at an interest rate of 1.55% for ten years as prepared by City Attorney Richard Wendt.

YES: Mayor Altoft, Councilmember DeVore, Councilmember Hodges, Councilmember Phillips and Councilmember Teelander. NO: None. ABSENT: None. MOTION CARRIED.

- g. Resolution 10-16 – Approval of the Installment Purchase Agreement of a Plow Truck. At its January 19, 2016 meeting, the City Council approved the purchase of a Peterbuilt 348 single axle plow truck and chassis at a cost of \$95,640 from 1X Peterbuilt – Grand Rapids of Wyoming, Michigan.

The following bids were received for a ten year installment purchase:

	<u>Interest</u>
Huntington Bank	2.30%
Mercantile Bank	1.55%
Macatawa Bank	2.09%
United Bank	2.19%
Choice One	2.15%
Independent	4.90%

IT WAS MOVED BY HODGES and seconded by TEELANDER to adopt Resolution 10-16 for installment purchase of a plow truck purchase with Mercantile Bank at an interest rate of 1.55% for five years as prepared by City Attorney Richard Wendt.

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

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

- h. Resolution 11-16 – Authorizing Obtaining a Business Credit Card From Mercantile Bank of Michigan in the Name of the City Treasurer. City Treasurer Sue Olin is trying to open a City credit card with Mercantile Bank to be used for conferences and ordering supplies.

IT WAS MOVED BY TEELANDER and seconded by PHILLIPS to adopt Resolution 11-16 to open a City credit card with Mercantile Bank.

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

and Councilmember DeVore. NO: None. ABSENT: None. MOTION CARRIED.

- i. City Manager Search Update. Monday, June 6 at the close of business was the deadline for receiving City Manager resumes. The following is the proposed schedule:

- **June 20<sup>th</sup>** - at 5:00 p.m. - Council will hold a special meeting and move into Closed Session to review resumes prior to the regular scheduled Council meeting. This meeting is describe as an intense and very focused meeting, taking approximately 2 hours. Kathie did not suggest doing this after the regular Council meeting because of this reason.
- **July 11<sup>th</sup>** – evening open house with the selected candidates, council and community – (time has yet to be established) - the candidates will tour the City during the day and take time in the evening to interact with those invited to the open house as well as allowing you time to observe and interact as well. (It is recommended that you all council members attend, but it is not mandatory).
- **July 12<sup>th</sup>** – Interview Day – Plan on an 8 to 9 hour day (It is required that each of the council members be present the entire day).

## 8. BOARD/COMMISSIONS REPORTS.

Councilmember Hodges stated that the next Arbor Board meeting will be held on Monday, June 13. No other meetings have been held that he is on the Board for since last month.

Councilmember Phillips stated that there was no meeting for the Lowell Historic District last month. The next meeting will be on Tuesday, June 28 at 6:00 p.m.

Councilmember Teelander stated that LARA will hold its meeting on Wednesday, June 8 at 6:00 p.m.

Councilmember DeVore stated that the next Parks and Recreation meeting will be held on Tuesday, June 21 at Stoney Lakeside Park at 6:00 p.m.

Mayor Altoft had no information to share.

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

The Council has received applications for positions on the Light and Power Board as well as for the Planning Commission. They believe the Board of Review Board may be all set if one of the members agrees to stay, as well as one of the positions on the Local Officers Compensation Commission. Below are the available positions.

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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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.**

1. Dave Pasquale spoke briefly about the recent Mayor Exchange event that happened here in Lowell. The Mayor Exchange in Portland is planned for Thursday, June 30.
2. The Showboat Committee is tentatively scheduled to meet again on June 21<sup>st</sup> at 5:30 pm. The committee wishes to have a council representative on the committee as well. They plan to meet once or twice a month. Committee Chair Lou D'Agostino was present and gave a brief update on their intentions. Councilmember Teelander offered to participate in the meetings.
3. An open house is scheduled for retiring Fire Chief Frank Martin on Wednesday, June 15<sup>th</sup> from 5 – 7 p.m. at the Look Memorial Fire Station.



4. An inspection of the Look Memorial Fire Station was completed on June 3<sup>rd</sup>. Ron Woods will be going through the list of items and will present it to the Council soon, along with estimated amounts to fix any issues that need to be addressed.

11. **COUNCIL COMMENTS.**

Councilmember Hodges spoke briefly about the Mayor Exchange and how much he enjoyed it. He thanked Marv Rosenberger for his service to the community. He also thanked Frank Martin for his service to the fire department.

Councilmember Phillips thanked Marv for his service. He welcomed Rich LaBombard to the DPW Director position and thanked all the employees for the hard work that they do.

Councilmember Teelander thanked the Boy Scouts for a well-rounded and respectful parade and service at the cemetery on Memorial Day. He also asked the citizens to come out to the event on July 11 to meet the candidates for the new City Manager position. He ended by thanking Marv for his service.

Councilmember DeVore thanked Marv for his service.

Mayor Altoft thanked Marv for his service. He also thanked all of the City staff who helped in the Mayor Exchange and said they did a great job. He thanked Councilmember Hodges for his efforts during the event as well, and hopes that the city staff will come to the upcoming event in Portland.

12. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by DEVORE to adjourn at 7:39 p.m.

DATE:

APPROVED:

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Jeff Altoft, Mayor

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Susan Ullery, City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 07-16**

**RESOLUTION ADOPTING CITY OF LOWELL ANNUAL  
BUDGET FOR FISCAL YEAR 2016-17, APPROVING  
MILLAGE LEVIES, APPROVING SCHEDULE OF RATES  
AND FEES AND OTHER MATTERS RELATED THERETO**

Councilmember DeVore, supported by Councilmember Hodges, moved the adoption of the following resolution:

**WHEREAS**, the City Manager has prepared and presented to the City Council at its meeting on May 3, 2016, a proposed complete itemized annual budget for the 2016-17 fiscal year of the City (the "FY16-17 Budget") in accordance with the City Charter, applicable State of Michigan law and applicable federal law and regulations, if any; and

**WHEREAS**, after the FY 16-17 Budget was presented to the City Council, a copy has been available for public inspection at City Hall at the office of the City Clerk; and

**WHEREAS**, the City Charter requires that before the FY 16-17 Budget may be considered for adoption by the City Council, the City Council shall hold a public meeting; and

**WHEREAS**, public hearings on the FY 16-17 Budget, properly noticed as referenced by Section 8.4 of Chapter 8 of the City Charter and Section 2 of Act 43 of the Public Acts of Michigan (2<sup>nd</sup> Ex. Sess.), were held at 7:00 p.m. on May 16, 2016, and June 6, 2016, in the City Council Chambers in City Hall at which times all interested persons were given an opportunity to be heard; and

**WHEREAS**, the City Charter requires that the City Council adopt a budget for the City for the 2016-17 fiscal year of the City not later than the first Monday in June, including the amount to be levied in such fiscal year on taxable real and personal property in the City to meet the requirements of the FY 16-17 Budget; and

**WHEREAS**, in connection with the approval of the FY 16-17 Budget, the City Council desires to approve a schedule of rates and fees to be applicable in the City commencing at the beginning of the City's 2016-17 fiscal year.

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

1. That the FY 16-17 Budget as presented at this meeting, including modifications, if any, made at the time of public hearings and noted in the FY 16-17 Budget document, is hereby adopted.

2. That for the 2016-17 Fiscal year of the City there shall be levied on all taxable real and personal property in the City (a) a general *ad valorem* tax rate of 15.70 mills for general purposes (i.e., administration, fire, police, parks and recreation, etc.), and (b) a general *ad valorem* tax rate

of 0.2424 mills for improvements to, and operation of, the public museum. The total 2016-17 fiscal year City general *ad valorem* tax levy on all taxable real and personal property in the City is 15.9424 mills.

3. That in accordance with the FY 16-17 Budget which is adopted at the fund level, the following are the estimated City revenues and expenses for the 2016-17 fiscal year of the City:

**REVENUES**

General Fund, \$2,857,180.00  
Major Street Fund, \$292,000.00  
Local Street Fund, \$267,000.00  
Historic District Fund, \$50,100.00  
Downtown Development Authority Fund, \$397,850.00  
Designated Contributions Fund, \$7,000.00  
Airport Fund, \$52,266.00  
Wastewater Fund, \$1,085,000.00  
Water Fund, \$1,032,540.00  
Cable Fund, \$100,000.00  
Light & Power Fund, \$8,823,230.00  
Data Processing Fund, 80,000.00  
Equipment Fund, \$153,000.00  
Lee Fund, \$5,000.00  
Look Fund, \$25,000.00

**APPROPRIATIONS**

General Fund, \$2,953,829.00  
Major Street Fund, \$587,550.00  
Local Street Fund, \$277,743.00  
Historic District Fund, \$50,000.00  
Downtown Development Authority Fund, \$404,625.00  
Designated Contributions Fund, \$7,000.00  
Airport Fund, \$44,000.00  
Wastewater Fund, \$1,355,350.00  
Water Fund, \$1,056,424.00  
Cable Fund, \$100,000.00  
Light & Power Fund, \$9,299,262.59  
Data Processing Fund, 80,000.00  
Equipment Fund, \$203,299.00  
Lee Fund, \$5,000.00  
Look Fund, \$25,000.00

4. That in a Fund where total appropriations exceed estimated revenue the City has determined that there is sufficient surplus, or undesignated fund balance, in the Fund to meet the requirements of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of Michigan of 1968, as amended ("Act 2").

5. That pursuant to the provisions of Act 2, the City Manager is hereby authorized to make budgetary transfers within the identified fund in the FY 16-17 Budget or between identified activities within a fund. All other budgetary transfers in the FY 16-17 Budget shall be in accordance with Act 2 when City Council approval is required.

6. That the City Manager or his designee(s) is authorized to make expenditures budgeted in the FY 16-17 Budget in accordance with applicable law, ordinances, rules, regulations and policies.

7. That the Schedule of Rates and Fees presented at this meeting is approved to be effective July 1, 2016.

8. That all resolutions or parts of resolutions to the extent of any conflict herewith are rescinded.

YES: Councilmembers Councilmember Phillips, Councilmember Teelander,

Mayor Altoft, Councilmember DeVore and Councilmember Hodges.


NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

#### **RESOLUTION DECLARED ADOPTED.**

Dated: June 6, 2016

  
Susan Ullery, City Clerk

#### **CERTIFICATION**

I, the undersigned Clerk of the City of Lowell, Michigan (the "City") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, at a meeting held on June 6, 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.

Dated: June 6, 2016

  
Susan Ullery, City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 08 - 16**

**RESOLUTION ADOPTING AN AMENDMENT TO THE  
CITY OF LOWELL ANNUAL BUDGET FOR FISCAL  
YEAR 2015-2016.**

Councilmember Hodges, supported by Councilmember Teelander, moved the adoption of the following resolution:

**WHEREAS**, the City Manager has prepared and presented to the City Council at its meeting on June 6, 2016, a proposed amended budget for the 2015-2016 fiscal year of the City (the "budget") in accordance with the City Charter, applicable State of Michigan law and applicable federal law and regulations, if any; and

**WHEREAS**, the City Charter allows that after the budget has been adopted the council may make adjustments as it deems necessary.

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

1. That the amended budget as presented at this meeting, including modifications, if any, made at the time of the meeting and noted in the budget document, is hereby adopted.
2. That in accordance with the FY 15-16 Budget which is adopted and amended at the fund level, the following are the estimated City revenues and expenses for the 2015-16 fiscal year of the City:

	<u>Revenues</u>	<u>Appropriations</u>
General Fund	\$ 2,902,255	\$ 2,969,748
Major Street Fund	\$ 425,550	\$ 429,000
Local Street Fund	\$250,850	\$374,800
DDA	\$626,000	\$790,297
Airport Fund	\$ 49,490	\$ 58,350
Wastewater Fund	\$ 1,050,000	\$ 976,454
Water Fund	1,001,270	1,247,646
Cable Fund	\$204,200	\$204,200
Equipment Fund	\$140,000	\$218,469

3. That it has been determined that there is sufficient fund balance when budgeted revenues are less than budgeted appropriations.

4. That pursuant to the provisions of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of Michigan 1968 as amended ("Act 2") the City Manager is hereby authorized to make budgetary transfers within the identified fund in the budget or between identified activities within a fund. All other budgetary transfers in the budget shall be in accordance with Act 2 when City Council approval is required.

5. That the City Manager or his designee(s) is authorized to make expenditures budgeted in the budget in accordance with applicable law, ordinances, rules, regulations and policies.

6. That all resolution and parts of resolution to the extent of any conflict herewith are rescinded.

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

NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**

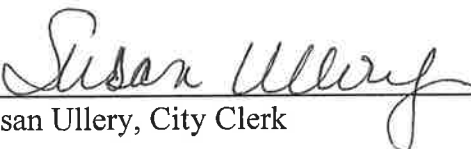
Dated: June 6, 2016

  
Susan Ullery, City Clerk

**CERTIFICATION**

I, the undersigned Clerk of the City of Lowell, Michigan (the "City"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, at a meeting held on June 6, 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.

Dated: June 6, 2016

  
Susan Ullery, City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 09-16**

**RESOLUTION APPROVING INSTALLMENT PURCHASE  
AGREEMENT TO FINANCE THE COST OF A PLOW  
TRUCK DUMP BODY, AUTHORIZING EXECUTION OF  
SAID INSTALLMENT PURCHASE AGREEMENT AND  
AUTHORIZING THE UNDERTAKING OF ALL OTHER  
NECESSARY AND REQUIRED ACTS IN CONNECTION  
WITH THE FINANCING THEREOF**

Councilmember Teelander supported by Councilmember Hodges, moved the adoption of the following resolution:

**WHEREAS**, the City of Lowell (the “City”) has determined to acquire a plow truck dump body including related equipment and appurtenances (the “Plow Truck Dump Body”) at a cost of \$73,371.00 and to finance the costs thereof through an installment purchase; and

**WHEREAS**, the City has selected Truck and Trailer Specialties Inc., Dutton, Michigan, as the vendor (the “Vendor”), for the Plow Truck Dump Body; and

**WHEREAS**, the cost of the Plow Truck Dump Body is \$73,371.00, and the City has determined to finance the entire cost through an installment purchase; and

**WHEREAS**, under the provisions of Act 99 of the Public Acts of Michigan of 1933, as amended (“Act 99”), the City is authorized to enter into an agreement for the acquisition of the Plow Truck Dump Body to be used for public purposes, to be paid for in installments over a period not to exceed the lesser of (a) 15 years or (b) the useful life of the Plow Truck Dump Body acquired as determined by resolution of the City Council; and

**WHEREAS**, the outstanding balance of all such installment purchases by the City under Act 99, exclusive of interest, shall not exceed one and one-quarter percent (1-1/4%) of the equalized assessed value of real and personal property in the City on the date of such agreement or agreements; and

**WHEREAS**, the acquisition of the Plow Truck Dump Body pursuant to an installment purchase agreement will not result in the outstanding balance of all such installment purchases to be in excess of the limitations contained in Act 99 as set forth above; and

**WHEREAS**, the City requested proposals for financing the cost of the Plow Truck Dump Body through an installment purchase agreement pursuant to Act 99; and

**WHEREAS**, the City received proposals from Choice One Bank, The Huntington National Bank, Independent Bank, Macatawa Bank, Mercantile Bank of Michigan and United Bank and the proposal of Mercantile Bank of Michigan (the "Financial Institution"), has been determined to be the lowest responsive proposal; and

**WHEREAS**, the City Council has had presented to it at this meeting the form Installment Purchase Agreement (the "Agreement") attached hereto as Exhibit A to be entered into by the City, the Financial Institution and the Vendor in connection with such financing, and it is the desire of the City Council to approve and authorize the execution of such Agreement; and

**WHEREAS**, the City Council desires to authorize the undertaking of all such acts necessary to complete the financing of the cost of the Plow Truck Dump Body, i.e. \$73,371.00.

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

1. That the acquisition of the Plow Truck Dump Body is hereby found and declared to be for valid public purposes and in the best interests of the health, safety and welfare of the residents of the City.

2. That the proposal of the Financial Institution is hereby approved and that the cost of the Plow Truck Dump Body in the amount of \$73,371.00 shall be financed through the Financial Institution through an installment purchase at an interest rate of 1.55% per annum by the payment of annual principal commencing April 1, 2017, and ending April 1, 2021 and



semiannual interest payments on April 1 and October 1 commencing October 1, 2016, in approximately equal annual debt services.

3. That the Agreement is hereby approved substantially in the form presented at this meeting with such additions, changes and modifications as shall be approved by the Mayor and City Clerk and shall be acknowledged by their execution of the Agreement.

4. That the Plow Truck Dump Body has a useful life extending beyond April 1, 2021, the term of the Agreement.

5. That the City hereby agrees to include in its budget for each fiscal year during the term hereof an amount sufficient to pay when due the principal of and interest coming due under the Agreement during such fiscal year. In addition, the City hereby pledges to levy in each fiscal year *ad valorem* taxes on all taxable property in the City in an amount which, together with other funds available for such purpose, shall be sufficient for the payments required under the Agreement in such fiscal year. Any such tax levy is, however, subject to existing statutory, constitutional and charter tax limitations.

6. That the City designates the interest payments payable pursuant to the Agreement as "qualified tax-exempt obligations" pursuant to Section 265(b)(3)(B)(i)(III) of the Internal Revenue Code of 1986, as amended (the "Code"), and does not reasonably anticipate that it and all its subordinate entities will issue qualified tax-exempt obligations in excess of \$10,000,000 during the 2016 calendar year.

7. That the City covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exclusion of the interest component of the payments due under the Agreement from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code").

8. That the Mayor, City Clerk, City Treasurer, City Manager, or any of them, are hereby directed and authorized to execute the Agreement and such additional certificates and other documents in a form approved by the City Attorney as shall be necessary to effectuate the closing contemplated by the Agreement.

9. That all resolutions or parts of resolutions insofar as they conflict with the provisions hereof be and the same hereby are rescinded to the extent of such conflict.

YES: Councilmembers Mayor Altoft, Councilmember DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember Teelander

NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**

Dated: June 6, 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, at a regular meeting held on June 6, 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.

Dated: June 6, 2016

  
Susan Ullery, City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 10-16**

**RESOLUTION APPROVING INSTALLMENT PURCHASE  
AGREEMENT TO FINANCE THE COST OF A PLOW  
TRUCK, AUTHORIZING EXECUTION OF SAID  
INSTALLMENT PURCHASE AGREEMENT AND  
AUTHORIZING THE UNDERTAKING OF ALL OTHER  
NECESSARY AND REQUIRED ACTS IN CONNECTION  
WITH THE FINANCING THEREOF**

Councilmember Hodges, supported by Councilmember Teelander, moved the adoption of the following resolution:

**WHEREAS**, the City of Lowell (the “City”) has determined to acquire a Peterbilt 348 single axle plow truck cab and chassis (the “Plow Truck”) at a cost of \$95,564.00 and to finance the costs thereof through an installment purchase; and

**WHEREAS**, the City has selected JX Peterbilt – Grand Rapids, Wyoming, Michigan, as the vendor (the “Vendor”), for the Plow Truck; and

**WHEREAS**, the cost of the Plow Truck is \$95,564.00, and the City has determined to finance the entire cost through an installment purchase; and

**WHEREAS**, under the provisions of Act 99 of the Public Acts of Michigan of 1933, as amended (“Act 99”), the City is authorized to enter into an agreement for the acquisition of the Plow Truck to be used for public purposes, to be paid for in installments over a period not to exceed the lesser of (a) 15 years or (b) the useful life of the Plow Truck acquired as determined by resolution of the City Council; and

**WHEREAS**, the outstanding balance of all such installment purchases by the City under Act 99, exclusive of interest, shall not exceed one and one-quarter percent (1-1/4%) of the equalized assessed value of real and personal property in the City on the date of such agreement or agreements; and

**WHEREAS**, the acquisition of the Plow Truck pursuant to an installment purchase agreement will not result in the outstanding balance of all such installment purchases to be in excess of the limitations contained in Act 99 as set forth above; and

**WHEREAS**, the City requested proposals for financing the cost of the Plow Truck through an installment purchase agreement pursuant to Act 99; and

**WHEREAS**, the City received proposals from Choice One Bank, The Huntington National Bank, Independent Bank, Macatawa Bank, Mercantile Bank of Michigan and United Bank and the proposal of Mercantile Bank of Michigan (the "Financial Institution"), has been determined to be the lowest responsive proposal; and

**WHEREAS**, the City Council has had presented to it at this meeting the form Installment Purchase Agreement (the "Agreement") attached hereto as Exhibit A to be entered into by the City, the Financial Institution and the Vendor in connection with such financing, and it is the desire of the City Council to approve and authorize the execution of such Agreement; and

**WHEREAS**, the City Council desires to authorize the undertaking of all such acts necessary to complete the financing of the cost of the Plow Truck, i.e. \$95,564.00.

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

1. That the acquisition of the Plow Truck is hereby found and declared to be for valid public purposes and in the best interests of the health, safety and welfare of the residents of the City.

2. That the proposal of the Financial Institution is hereby approved and that the cost of the Plow Truck in the amount of \$95,564.00 shall be financed through the Financial Institution through an installment purchase at an interest rate of 1.55% per annum by the payment of annual principal commencing April 1, 2017, and ending April 1, 2021 and

semiannual interest payments on April 1 and October 1 commencing October 1, 2016, in approximately equal annual debt service.

3. That the Agreement is hereby approved substantially in the form presented at this meeting with such additions, changes and modifications as shall be approved by the Mayor and City Clerk and shall be acknowledged by their execution of the Agreement.

4. That the Plow Truck has a useful life extending beyond April 1, 2021, the term of the Agreement.

5. That the City hereby agrees to include in its budget for each fiscal year during the term hereof an amount sufficient to pay when due the principal of and interest coming due under the Agreement during such fiscal year. In addition, the City hereby pledges to levy in each fiscal year *ad valorem* taxes on all taxable property in the City in an amount which, together with other funds available for such purpose, shall be sufficient for the payments required under the Agreement in such fiscal year. Any such tax levy is, however, subject to existing statutory, constitutional and charter tax limitations.

6. That the City designates the interest payments payable pursuant to the Agreement as "qualified tax-exempt obligations" pursuant to Section 265(b)(3)(B)(i)(III) of the Internal Revenue Code of 1986, as amended (the "Code"), and does not reasonably anticipate that it and all its subordinate entities will issue qualified tax-exempt obligations in excess of \$10,000,000 during the 2016 calendar year.

7. That the City covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exclusion of the interest component of the payments due under the Agreement from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code").

8. That the Mayor, City Clerk, City Treasurer, City Manager, or any of them, are hereby directed and authorized to execute the Agreement and such additional certificates and other documents in a form approved by the City Attorney as shall be necessary to effectuate the closing contemplated by the Agreement.

9. That all resolutions or parts of resolutions insofar as they conflict with the provisions hereof be and the same hereby are rescinded to the extent of such conflict.

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

NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**


Dated: June 6, 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, at a regular meeting held on June 6, 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.

Dated: June 6, 2016

  
Susan Ullery, City Clerk

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

**RESOLUTION NO. 11-16**

**RESOLUTION AUTHORIZING OBTAINING A BUSINESS CREDIT  
CARD FROM MERCANTILE BANK OF MICHIGAN IN THE NAME OF  
THE CITY TREASURER**

Councilmember Teelander, supported by Councilmember Phillips, moved the adoption of the following resolution:

**WHEREAS**, the City has a need from time to time to make purchases, to register and make reservations for City-related conferences/seminars and in order to carry out other City business for the use of a business credit card; and

**WHEREAS**, the City has received a proposal from Mercantile Bank of Michigan (the "Bank") for the issuance to the City of a VISA business credit card; and

**WHEREAS**, the City desires to authorize and approve the application and use of a business credit card.

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

1. That the City hereby approves the application for the use of a business credit card.
2. That City Treasurer, Suzanne M. Olin, is authorized to apply to the Bank for a VISA business credit card, which shall be in her name as City Treasurer.
3. That the business credit card shall have a limit of not to exceed \$10,000, shall be in the possession and control of the City Treasurer and shall be used to make purchases, register and make reservations for City-related conferences/seminars and to carry out other City business, all of which shall be within approved budgeted expenditures.
4. That all resolutions or parts of resolutions to the extent they are in conflict with this resolution are hereby rescinded.

YES: Councilmembers Councilmember Hodges, Councilmember Phillips,

Councilmember Teelander, Mayor Altoft, Councilmember DeVore.

NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**

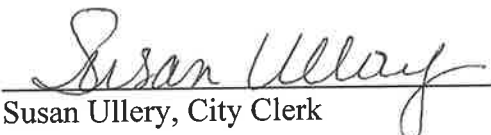
Dated: June 6, 2016

  
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 June 6, 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 6th day of June, 2016.

  
Susan Ullery, City Clerk



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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	63RD DISTRICT COURT	BOND - BRENDA FOLK	100.00	67919
101-000-225.000	DUE TO SCHOOL-TRAILER FEE	LOWELL AREA SCHOOLS	TRAILER FEES	590.00	67943
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	DAIGNEAULT, AMIE	RECYCLE BIN REFUND	10.00	67930
101-000-285.001	DEPOSITS/RECYCLE CONTAINERS	WISNER, KAY	RECYCLE BIN REFUND	5.00	67972
101-000-285.004	CREEKSIDE DEPOSIT	RAPSON, COURTNEY	CREEKSIDE PARK DEPOSIT	50.00	67957
101-000-451.000	BUSINESS LIC & APPLICATION	MR. ROOF	REFUND ZONING PERMIT	25.00	67950
Total For Dept 000				780.00	
Dept 191 ELECTIONS					
101-191-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	60.00	67944
Total For Dept 191 ELECTIONS				60.00	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	402.50	67931
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	315.00	67931
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	420.00	67931
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SVC - PARKING LOT E	3,395.00	67931
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	507.50	67931
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	1,814.00	67931
Total For Dept 210 ATTORNEY				6,854.00	
Dept 215 CLERK					
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	493.42	67944
Total For Dept 215 CLERK				493.42	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	MAY ADMIN FEE	43.50	67933
Total For Dept 253 TREASURER				43.50	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	59.22	67966
101-265-740.000	OPERATING SUPPLIES	ACTION CHEMICAL	HOSE ASSM	48.50	67920
101-265-740.000	OPERATING SUPPLIES	NATIONAL SAFETY COMPLIANCE	SUPPLIES	166.00	67952
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	31.73	67966
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	5.64	67966
101-265-850.000	COMMUNICATIONS	COMCAST CABLE	INTERNET SERVICE	149.85	67927
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	2,455.84	67945
Total For Dept 265 CITY HALL				2,916.78	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	39.96	67923
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	RESTROOM - OAKWOOD	75.00	67941
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	88.51	67945
101-276-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATING	CEMETERY R & M	950.00	67925
Total For Dept 276 CEMETERY				1,153.47	
Dept 294 UNALLOCATED MISCELLANEOUS					
101-294-955.000	UNALLOCATED MISCELLANEOUS	HOPE NETWORK WEST MICHIGAN	MAY 2016 SERVICES	224.00	67938
Total For Dept 294 UNALLOCATED				224.00	
Dept 301 POLICE DEPARTMENT					
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	MAY LIVE SCAN	223.75	67964
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	POLICE REPORTS -MI4153900	90.00	67964
101-301-744.000	UNIFORMS	NYE UNIFORM COMPANY	POLICE UNIFORMS	84.50	67954
101-301-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	LPD COPY MACHINE	44.35	67932
101-301-850.000	COMMUNICATIONS	SPRINT	CELL PHONE STATEMENT	312.30	67962
101-301-860.000	TRAVEL EXPENSES	WHEELER, DANIEL	LPD SFST TRAINING	238.50	67969
101-301-931.000	R & M POLICE CARS	GRAND AUTO FAMILY	LPD 01 SONOMA R&M	504.37	67934
101-301-984.000	EQUIPMENT	WHEELER, DANIEL	LPD SFST TRAINING	64.79	67969
Total For Dept 301 POLICE				1,562.56	
Dept 400 PLANNING & ZONING					

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROFESSIONAL SERVICES	3,185.00	67970
101-400-955.000	MISCELLANEOUS EXPENSE	MICHIGAN ASSOC OF PLANNIN	PLANNING COMMISSION DUES	650.00	67948
Total For Dept 400 PLANNI				3,835.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	216.31	67945
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC BILLS	846.88	67945
101-441-927.000	REPAIR & MAINT. STREET LI	LOWELL LIGHT & POWER	STREE LIGHTS	45.60	67945
101-441-930.000	REPAIR & MAINTENANCE	D'AGOSTINO CONTRUCTION LL	CHAMBER REPAIRS	1,149.00	67929
101-441-930.000	REPAIR & MAINTENANCE	SUPPLYGEEKS	OFFICE SUPPLIES	581.93	67966
Total For Dept 441 DEPART				2,839.72	
Dept 523 TRASH					
101-523-802.000	CONTRACTUAL	RED CREEK	890 BLUE BAGS/453 LEAF	2,372.90	67958
Total For Dept 523 TRASH				2,372.90	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	110.80	67945
Total For Dept 747 CHAMBE				110.80	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	34.96	67923
101-751-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	83.98	67959
101-751-740.000	OPERATING SUPPLIES	TIP TOP GRAVEL CO.	TOP SOIL	260.00	67967
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	274.88	67968
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	RESTROOMS - BIRCH FIELD	190.00	67941
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	540.65	67945
101-751-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	55.76	67959
101-751-930.000	REPAIR & MAINTENANCE	SNIDER RECREATION INC.	PARKS EQUIPMENT	352.00	67961
101-751-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	5.38	67968
Total For Dept 751 PARKS				1,797.61	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	41.17	67945
Total For Dept 757 SHOWBO				41.17	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	ACTION CHEMICAL	HOSE ASSM	48.50	67920
101-790-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	67965
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	1,132.52	67945
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	LIBRARY R & M	243.80	67949
Total For Dept 790 LIBRAR				1,464.82	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	67965
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	178.92	67945
Total For Dept 804 MUSEUM				218.92	
Total For Fund 101 GENERA				26,768.67	
Fund 202 MAJOR STREET FUND					
Dept 450 CAPITAL OUTLAY					
202-450-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SVC - PARKING LOT/UT	5,405.81	67976
202-450-970.000	CAPITAL OUTLAY	C & D HUGHES, INC	PARKING LOT & UTILITY PRO	66,556.11	67924
Total For Dept 450 CAPITA				71,961.92	
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	39.98	67968
202-463-850.000	COMMUNICATIONS	SPRINT	CELL PHONE STATMENT	12.72	67962
Total For Dept 463 MAINTE				52.70	
Dept 474 TRAFFIC					
202-474-802.000	CONTRACTUAL	CITY OF GRAND RAPIDS/TREA	TRAFFIC LIGHTS JAN-MAY 20	102.86	67926
Total For Dept 474 TRAFFI				102.86	

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Fund 202 MAJOR STREET FUND					
		Total For Fund 202 MAJOR		72,117.48	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-850.000	COMMUNICATIONS	SPRINT	CELL PHONE STATMENT	12.73	67962
		Total For Dept 463 MAINTENANCE		12.73	
		Total For Fund 203 LOCAL		12.73	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SVC - PARKING LOT/UT	8,250.99	67976
248-450-970.000	CAPITAL OUTLAY	C & D HUGHES, INC	PARKING LOT & UTILITY PRO	196,702.43	67924
		Total For Dept 450 CAPITAL OUTLAY		204,953.42	
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	LUDEMA AND BOYINK	BLUE GRASS SOD -DDA	29.40	67947
248-463-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	10.33	67959
248-463-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	5.97	67968
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	624.86	67945
		Total For Dept 463 MAINTENANCE		670.56	
		Total For Fund 248 DOWNTOWN		205,623.98	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-667.000	HANGAR RENT (1)	HOSTLER, JIM	HANAGR REFUND PER LETTER	1,081.00	67939
581-000-740.000	OPERATING SUPPLIES	SHOWBOAT AUTOMOTIVE SUPPL	AIRPORT SUPPLIES	157.22	67960
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT - AIRPO	19.08	67928
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT - AIRPO	237.59	67928
581-000-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	33.95	67923
581-000-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	177.86	67959
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT INTERNET	49.99	67975
		Total For Dept 000		1,756.69	
		Total For Fund 581 AIRPORT		1,756.69	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC BILLS	7,488.63	67945
		Total For Dept 000		7,488.63	
Dept 550 TREATMENT					
590-550-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	PROFESSIONAL SERVICES	536.00	67955
		Total For Dept 550 TREATMENT		536.00	
Dept 551 COLLECTION					
590-551-802.000	CONTRACTUAL	NORTHERN A-1 KALKASKA	SEWER CONTRACT /R&M	6,300.00	67953
590-551-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	31.47	67923
590-551-930.000	REPAIR & MAINTENANCE	NORTHERN A-1 KALKASKA	SEWER LINES TELEWISE	1,017.45	67953
590-551-930.000	REPAIR & MAINTENANCE	NORTHERN A-1 KALKASKA	SEWER CONTRACT /R&M	16,106.25	67953
590-551-930.000	REPAIR & MAINTENANCE	NORTHERN A-1 KALKASKA	SEWER R & M	3,880.85	67953
590-551-970.000	CAPITAL OUTLAY	C & D HUGHES, INC	PARKING LOT & UTILITY PRO	2,489.23	67924
		Total For Dept 551 COLLECTION		29,825.25	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	LEGAL SERVICES	332.50	67931
590-553-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SVC - PARKING LOT/UT	5,405.81	67976
590-553-955.000	MISCELLANEOUS EXPENSE	LOWELL LEDGER	ACCOUNT STATEMENT	42.00	67944
		Total For Dept 553 ADMINISTRATION		5,780.31	
		Total For Fund 590 WASTEWATER		43,630.19	
Fund 591 WATER FUND					
Dept 000					
591-000-123.000	PREPAID EXPENSES	STATE OF MICHIGAN	WTP LAB CERTIFICATION	2,551.87	67963

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 000					
		Total For Dept 000		2,551.87	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	51.93	67923
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP CHEMICALS	676.81	67936
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP SUPPLIES	223.49	67940
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	1,079.00	67922
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	4,667.74	67945
591-570-930.000	REPAIR & MAINTENANCE	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	67965
591-570-955.000	MISCELLANEOUS EXPENSE	LOWELL LEDGER	ACCOUNT STATEMENT	25.18	67944
		Total For Dept 570 TREATM		6,764.15	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	0.95	67959
591-571-850.000	COMMUNICATIONS	SPRINT	CELL PHONE STATMENT	51.82	67962
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC BILLS	1,322.13	67945
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	257.26	67923
591-571-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	WATER DIST R & M	115.00	67925
591-571-930.000	REPAIR & MAINTENANCE	LEE'S TRENCHING SERVICE,	REPAIR 340 DONNA ST	1,231.00	67942
591-571-930.000	REPAIR & MAINTENANCE	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	19.99	67968
		Total For Dept 571 DISTRI		2,998.15	
Dept 573 ADMINISTRATION					
591-573-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PROF SVC - PARKING LOT/UT	9,389.04	67976
		Total For Dept 573 ADMINI		9,389.04	
		Total For Fund 591 WATER		21,703.21	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	POLICE -PROF SVCS	220.00	67921
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	DPW - PROF SVCS	542.73	67921
636-000-802.000	CONTRACTUAL	HASSELBRING-CLARK	COPY MACHINE CONTRACT	388.41	67937
		Total For Dept 000		1,151.14	
		Total For Fund 636 DATA P		1,151.14	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	GTW	DPW EQUIP SUPPLIES	45.56	67935
661-895-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	41.95	67923
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	931.25	67951
661-895-930.000	REPAIR & MAINTENANCE	PRODUCTION TOOL SUPPLY	DPW R & M	158.00	67956
661-895-930.000	REPAIR & MAINTENANCE	WINZER CORPORATION	DPW R & M	547.07	67971
661-895-930.000	REPAIR & MAINTENANCE	WITTENBACH GRAND GMC	ACCOUNT STATEMENT	1,517.14	67973
		Total For Dept 895 FLEET		3,240.97	
		Total For Fund 661 EQUIPM		3,240.97	
Fund 714 LEE FUND					
Dept 000					
714-000-970.000	PARK IMPROVEMENTS	MIERENDORF, PAULA	REIMBURSEMENT FOR HALF OF	1,500.00	67974
		Total For Dept 000		1,500.00	
		Total For Fund 714 LEE FU		1,500.00	
Fund 715 LOOK FUND					
Dept 000					
715-000-880.000	COMMUNITY PROMOTION	FLAT RIVER OUTREACH MINIS	SECURITY CAMERA	3,601.44	1398
		Total For Dept 000		3,601.44	
		Total For Fund 715 LOOK F		3,601.44	

06/16/2016 03:42 PM  
User: LORI  
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 06/16/2016 - 06/16/2016  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 5/5

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 101	GENERAL FUND	26,768.67
Fund 202	MAJOR STREET FUN	72,117.48
Fund 203	LOCAL STREET FUN	12.73
Fund 248	DOWNTOWN DEVELOP	205,623.98
Fund 581	AIRPORT FUND	1,756.69
Fund 590	WASTEWATER FUND	43,630.19
Fund 591	WATER FUND	21,703.21
Fund 636	DATA PROCESSING	1,151.14
Fund 661	EQUIPMENT FUND	3,240.97
Fund 714	LEE FUND	1,500.00
Fund 715	LOOK FUND	3,601.44

381,106.50



# STRATEGIC GOALS REPORT

JUNE 20, 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)

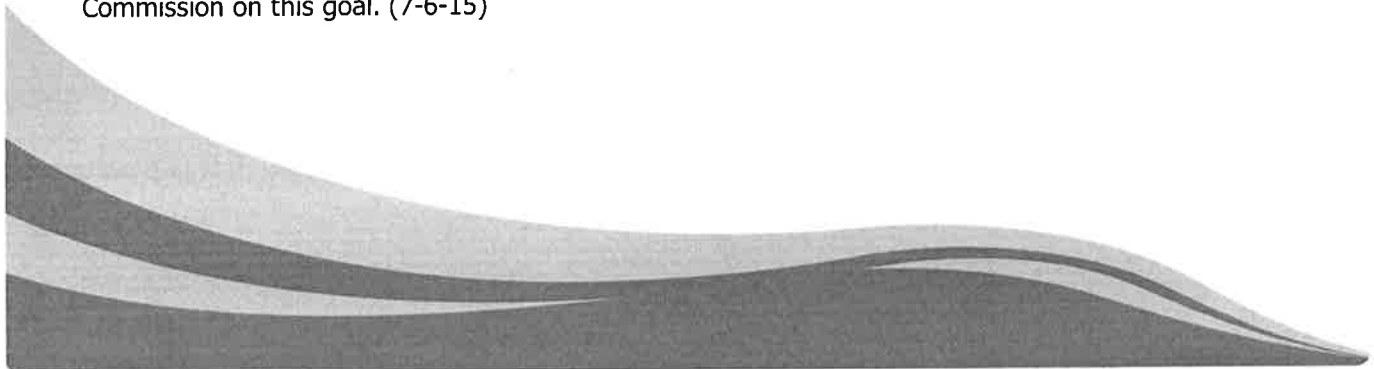
**5) Business Development Packet:** I have reached out to The Right Place who indicated they can assist us with this project. (7-20-15)

## **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](http://www.ci.lowell.mi.us)

## **PENDING COUNCIL PROJECTS REPORT**

**June 20, 2016**

### **UPDATES**

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

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

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

### **UPDATES**

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#### **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 - Completed**

### **May 2**

- **Budget Review and Discussion - Completed**

### **May 16**

- **Public Hearing and Adoption of Final Budget - Completed**
- **Planning & Zoning – Not completed**

**June 6**

- **Downtown Development Authority – Not completed**
- **Historic District Commission – Not completed**

**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

**APPLICATION FOR VARIANCES(S)  
AND/OR  
APPEAL OF ADMINISTRATIVE DECISION**

Variance Number: \_\_\_\_\_ Filing Fee: \_\_\_\_\_

1. Street Address and/or Location of Request: 1400 Foreman St SE, Lowell, MI 49331

2. Applicant's Name: A.J. Veneklasen, Inc.

Address: 5000 Kendrick, Grand Rapids, MI 49512  
Street City of Lowell State Zip

Daytime Phone Number: (616) 957-3731

Are You: \_\_\_\_\_ Property Owner \_\_\_\_\_ x \_\_\_\_\_ Owner's Agent  
\_\_\_\_\_ Contract Purchaser \_\_\_\_\_ Option Holder

3. Applicant is being represented by: Doug Ritz

Address: 5000 Kendrick, Grand Rapids, MI 49512

Phone Number: (616) 957-3731

4. Legal Description of the Property: See attached

or just attach if it is too long.

5. Parcel Identification Number (Tax I.D. No.): #41-20- 03-276-008

6. Current Zoning of Parcel: Industrial

7. Present Use of the Parcel: Industrial

8. Check Below For The Item Which A Variance Is Being Requested:

Lot Coverage	_____	Lot Size	_____	Sign	_____
Lot Width	_____	Parking	_____	Setbacks	_____
Fence	_____	Landscaping	<u>x</u>	Other	_____
Height Requirements	_____				
Area Requirements	_____				
Nonconforming Residential Use	_____				
Nonconforming Commercial Use	_____				
Accessory Building Use	_____				

9. Your Request is: (check only one)
- |                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/>            | An Appeal of an Administrative Decision       |
| <input type="checkbox"/>            | A Temporary Use                               |
| <input checked="" type="checkbox"/> | A Variance from Zoning Ordinance Requirements |

10. If an appeal is being requested, state the administrative decision being appealed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10(a). If a variance is being requested, state the reason(s) for the request and your intended uses:  
A variance is being requested to reduce the number of islands required for the parking lot at the facility. Owner is looking to maximize  
The amount of parking available to accomodate its employees with the limited amount of area the property has available.

The following provisions of the City of Lowell Zoning Ordinance (Section 21.04 B) must be met in total before a variance can be granted. Respond to each of the six criteria as it pertains to the request.

- A. That there are exceptional or extraordinary circumstances or conditions applying to the property in question that do not apply generally to other properties in the same zoning district:

Exceptional or extraordinary circumstances include: exceptional narrowness, shallowness or shape of a specific property on the effective date of this chapter, or by reason of exceptional topographic conditions or other extraordinary situation on the land, building or structure or by reason of the use or development of the property immediately adjoining the property in questions, the literal enforcement of the requirements of this Ordinance would involve practical difficulties;

Parking spaces at the ltehouse facillty are at a premium due to the fact that a significant portion of the property is in the  
100 year floodplain.

- B. That the condition or situation of the specific piece of property for which the variance is sought is not of so general or recurrent a nature as to make reasonably practical the formulation of a general regulation for such conditions or situations.

The nature of this request is not general or recurrent and is site specific due to the flood plain boundaries present at the site.

- C. That such variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and in the vicinity. The possibility of increased financial return shall not of itself be deemed sufficient to warrant a variance.

No other surrounding properties have the islands within the parking lot.

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- D. The variance will not be significantly detrimental to adjacent property and the surrounding neighborhood.

Litehouse Foods takes pride in the appearance of the facilities and intends to maintain landscaping similar to what is present currently along the Foreman Road frontage and is proposing some islands along the frontage as well. Approval of this variance will not be detrimental to the adjacent properties or the surrounding neighborhood.

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- E. The variance will not impair the intent and purpose of this Ordinance.

Due to the site constraints at this location, approval of this variance will not impair the intent and purpose of this ordinance.

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- F. That the immediate practical difficulty causing the need for the variance request was not created by any action of the applicant.

The need for this variance is due to the limitations the floodplain creates on this site for further expansion of necessary parking to support the operation.

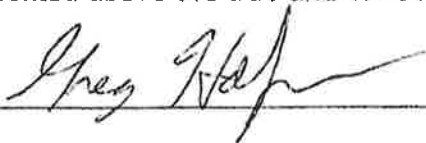
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The facts presented above are true and correct to the best of my knowledge.

Signature: \_\_\_\_\_



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

5/23/16

Type or Print Your Name Here: \_\_\_\_\_

GREG HOHMANN

# williams&works

engineers | surveyors | planners

## MEMORANDUM

**To:** City of Lowell Board of Zoning Appeals  
**Date:** June 8, 2016  
**From:** Andy Moore, AICP; Chris Bertch, AICP  
**RE:** **Lighthouse Foods Variance Request**

Mr. Doug Ritz, on behalf of A.J. Veneklasen, Inc., has submitted an application for a variance to waive the requirement in the Zoning Ordinance that requires landscaped parking islands within off-street parking lots. The applicant is seeking to construct an addition to the Lighthouse Foods facility and parking lot, located at 1400 Foreman Street SE in Lowell, MI. The construction will add approximately 26,493 square feet to the existing facility. The project will also include parking improvements to replace the surface parking lost in the area located within the footprint of the building addition. The applicant is proposing a total of 181 parking stalls, including 6 accessible stalls. The subject parcel is approximately 17.96 acres and is currently zoned Industrial. According to the City of Lowell Master Plan, the future land use designation of the parcel is Industrial.

### Variance Request

The applicant has submitted a variance request pertaining to landscaping requirements for off-street parking lots. According to the application, a variance is being requested to reduce the number of landscaped islands required for the parking lot at the facility. The owner is looking to maximize the amount of parking available to accommodate its employees, and claims that there is currently a limited amount of property to be utilized for parking due to the presence of a floodplain in the westerly portion of the site.

It is important to note that the Zoning Ordinance (Section 21.04B) requires that all six of the criteria (A-F) must be met before a variance can be granted. We have provided each of those criteria below, along with the applicant's response (as indicated on the application form) and our remarks for the Board's consideration.

1. That there are exceptional or extraordinary circumstances or conditions applying to the property in question that do not apply generally to other properties in the same zoning district.

Exceptional or extraordinary circumstances include: exceptional narrowness, shallowness or shape of a specific property on the effective date of this chapter, or by reason of exceptional topographic conditions or other extraordinary situation on the land, building or structure or by reason of the use or development of the property immediately adjoining the property in

question, the literal enforcement of the requirements of the Ordinance would involve practical difficulties;

**Applicant Response:** Parking spaces at the Litehouse facility are at a premium due to the fact that a significant portion of the property is in the 100 year floodplain.

**Our Remarks:** We agree that a significant portion of the site is within the 100-year floodplain. However, we fail to see how that impacts off-street parking or the construction of islands. There is nothing in the Zoning Ordinance that disallows parking areas within the 100-year floodplain, and the presence of the floodplain does not render those portions of the site unusable. Otherwise the site is relatively flat and does not contain any natural features of topographical elements of known significance.

The site currently contains 124 spaces, and the applicant is proposing 181 spaces if the variance and site plan would be approved by the Planning Commission. Further, there are several areas in which parking is not proposed that could be used as landscape islands to bring the site further into compliance with the Ordinance. With the addition, the facility would have a total area of 172,825 square feet. The Ordinance requires one space per 2,000 square feet GFA, which equates to 87 spaces. The applicant's proposal, with or without islands, far exceeds to the requirements of the Ordinance and it is possible for the applicant to meet all requirements of the Ordinance without a variance. In our opinion, this standard is not met.

2. That the condition or situation of the specific piece of property for which the variance is sought is not of so general or recurrent a nature as to make reasonably practical the formulation or a general regulation for such conditions or situations.

**Applicant Response:** The nature of this request is not general or recurrent and is site specific due to the floodplain boundaries present at the site.

**Our Remarks:** There is no condition on the site, including the presence of a floodplain, that prevents the construction of landscaped islands a parking lot. There are hundreds of acres within the City that are within the 100-year floodplain, and it is possible for those property owners to construct parking areas that conform to all standards of the Zoning Ordinance. In our opinion, this standard is not met.

3. That such variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and in the vicinity. The possibility of increased financial return shall not of itself be deemed sufficient to warrant a variance.

**Applicant Response:** No other surrounding properties have islands within the parking lot.

**Our Remarks:** We are not aware of any other properties that have received a variance or other permission to violate provisions of the Zoning Ordinance. While we agree that there are other properties in the area that do not have landscape islands in the parking lot, it is



possible, if not likely, that these lots were constructed prior to the adoption of the Zoning Ordinance, and therefore are nonconforming. In our opinion, this standard is not met.

4. The variance will not be significantly detrimental to adjacent property and the surrounding neighborhood.

**Applicant Response:** Litehouse Foods takes pride in the appearance of the facilities and intends to maintain landscaping similar to what is present currently along the Forman Road frontage and is proposing some islands along the frontage as well. Approval of this variance will not be detrimental to the adjacent properties or the surrounding neighborhood.

**Our Remarks:** We generally agree with the applicant that the landscaping plan presented would not be significantly detrimental to adjacent properties. In our opinion, this standard is met.

5. The variance will not impair the intent and purpose of this Ordinance.

**Applicant Response:** Due to the site constraints at this location, approval of this variance will not impair the intent and purpose of this Ordinance.

**Our Remarks:** Neither the Zoning Ordinance nor Chapter 19 contains a purpose and intent statement, so it is difficult to determine if this standard is met or not. However, we believe that granting the variance as requested would significantly impair the intent and purpose of the Zoning Ordinance.

This variance, if granted, could set a precedent that would significantly weaken the City's ability to require future property owners to construct landscaping islands throughout the City's commercial, industrial, mixed use and other districts. There is little compelling evidence with respect to this request that suggests the existing regulations cause the applicant any undue hardship or practical difficulty. In fact, the applicant submitted a site plan showing a parking lot containing 13 landscaped islands (which is one less than what is required), and it only contained seven fewer parking spaces compared to what is currently proposed with no islands.

Allowing for the variance as requested, absent a compelling reason, could set a dangerous precedent that would significantly undermine the existing Ordinance and the work that City staff and the Planning Commission has completed in administering it. If granted, we believe the City would be in a weakened position to enforce current regulations.

In our opinion, this standard is not met.

6. That the immediate parcel difficulty causing the need for the variance request was not created by any action of the applicant.

**Applicant Response:** The need for this variance is due to the limitation the floodplain creates on this site for further expansion of necessary parking to support the operation.

**Our Remarks:** As stated earlier, there is no "need" for a variance. The applicant can meet all standards of the Zoning Ordinance with regard to parking, with the islands installed, without a variance. The proposed parking lot exceeds the minimum requirements by almost a hundred spaces.

#### **Concluding Comments and Recommendations**

Based on the site plans submitted, it appears there is room to add the required landscaped islands by eliminating only 7 spaces. Further, it may be possible to design the parking lot to include the desired 181 spaces (as currently proposed without the islands) while still including all required islands.

For the reasons set forth in this memorandum, we do not believe that the variance request satisfies all of the criteria in Section 21.04(B) of the Zoning Ordinance. Therefore, approval of the variance is not recommended.

Please feel free to contact me with questions or comments.



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

STATE OF THE CITY ADDRESS  
MONDAY, JUNE 20, 2016

To: Mayor Altoft, Members of the Lowell City Council and Citizens of Lowell,

Over the past several years, I have had the opportunity to address the Lowell community to the current status of the City. These have not been ordinary times noting concerns and disagreements among the citizenry. As previously mentioned there needs to be a time of healing which I hope I have been part of.

- It is important to address and identify raises and establish goals.

The national and state economic events continue to dominate Lowell. Signs of optimism continue with a number of businesses flourishing. Some vacant store fronts though do remain.

Lowell must and will strive to maintain and improve as a business friendly City. In an era of intense competition, Lowell will also continue to operate with greater efficiencies.

With the adoption of the 2016-2017 Budget, the following goals are established and in some cases reestablished:

- Continue the strengthening of the General Fund. The 2016-2017 budget has provided a fund balance of over \$609,000. Concerns are expressed over the loss of Personal Property Tax revenue to the State. The need to recover these funds through cooperative efforts through such organizations as the Michigan Municipal League.
- Continue to improve City streets following a master plan setting aside local funds as needed. Outside sources of revenues should be sought for needed projects. Streets maintenance is a must to keep deterioration from roadways.
- Work cooperatively between the City and the Department of Light and Power.
- Continue to take advantage of the website so that the City can reach more interested visitors.
- Ensure that all municipal facilities and equipment are in good repair and well maintained, saving energy costs. The Fire Station, Public Works Building and Library have been investigated. A contract with Honeywell Corporation will seek energy savings.
- Sidewalks, particularly school walks, continue to be a priority.
- Continue to strongly support the Lowell Area Recreation Authority in its efforts to establish a community wide trail system.
- Continue support of the Downtown Development Authority and Downtown Historic District Commission in its efforts to improve the downtown. The opportunity for rehabbing downtown apartments is a possibility through the Federal Community Development Block Grants.

- Continue to support the Lowell Area Chamber of Commerce in its marketing strategy. The Chamber has been a key component in revitalizing the downtown through such activities as the Riverwalk Festival and Christmas thru Lowell.
- With the establishment of the LCTV Endowment Fund Board, opportunities have promoted for municipal and non profit projects.
- The formation of the Lowell Area Fire and Emergency Services Authority have given the City, Lowell Charter and Vergennes Townships greater cooperation and sharing of resources for public safety. Ron van Overbeek starts as Fire Chief.
- Continue to recognize the Lowell Area Historical Museum, LowellArts!, Kent District Library, Lowell Community Wellness, YMCA, Lowell Senior Neighbors and Gilda's Club as important resources to the City's quality of life.
- Support the Airport Board's efforts to attain General Utility status for the Lowell City Airport understanding that safety is the first consideration for improvements.
- Recognizing Lowell-Rockford Ambulance as an integral part of our health community system. This was further enhanced by the Ambulance station.
- Recognizing the work of the City's Arbor Board and the gaining of Tree City USA status to promote the growth and maintenance of trees in our community.
- Appreciating the service the Lowell Little League, YMCA, Xtreme Softball, Backyard Dreams, Kent County Youth Fair, Lowell Youth Football, Lowell Rugby and Lowell Lacrosse have given to the community's youth.
- With a contract to Red Creek Waste Services, the City's waste collection system including recycling will be monitored.
- Continue to plan for improvements to the Wastewater and Water Treatment Plants. In particular, the City's waste collection system will be improved, upgrading the lift stations.
- In conclusion, I wish the Council and the new City Manager my best wishes. As mentioned many times, I have counted it a privilege to work for the City.

Respectfully submitted,  
David M. Pasquale

## May 2015 Sexton's Report

Total of Burials: 6 of those were: full: cremations: 6 Year to date 14

Oakwood: Spent 326.75 hrs. plus 29.75 hrs o.t

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

City Hall – LPD: Spent 39.5 hrs mowing and trimming once each week, and some weeding. Ripped out over grown Arbs behind L.P.D.

Englehardt Library: Spent 35.75 hrs

- Mowing and trimming once each week
- Did some weeding around the trees and in front adding wood chips.
- Filled soap dispensers in both bathrooms.
- Pulled off netting and straw off repaired areas so we could mow.

D.D.A. Spent 165 hr's & 16.25 hr's o.t.

- Mowing and trimming once each week.
- Pulled spreading junipers from 2 islands across from clock tower and seeding them.
- Pulled off netting / straw so we could mow the repaired areas.
- Planted some annual flowers in all up front and visible beds.
- Had to deal with a lot of weeds.
- Added another sprinkler head in the Christmas tree area and 4 Potentiila bushes after we added another row of rocks and a lot more top soil and brown gold to help that tree grow.

Museum: Spent 3 hr's

- Mowed and trimmed once each week
- Weeded as needed..

Parks 15.5 hr's lent a man to help Scott

Major Maint. 7 hrs lent Bruce to help Scott

Local Maint. 4 hrs Bruce helped Scott

Local Traffic .5 hr Bruce help Scott

## Parks

MAY

### Creekside Park

Picked up trash  
 Cleaned picnic area  
*Worked on Kingdom*  
*Worked on all four ball fields.*  
*Worked on and open restrooms for the season.*  
*Daily trash pickup.*

### Stoney Lakeside Park

Picked up trash  
 Mowed and trimmed  
 Raked beach  
*Worked on and open restrooms for the season.*  
*Put up a new volleyball net.*  
*Put out picnic tables.*  
*Daily trash pickup.*

### Recreation Park

Rec. Ballfield – ground maintenance under contract  
 Burch Football field – ground maintenance under contract  
*Worked Ballfield and football field.*  
*Put down weed killer.*  
*Weekly trash pickup*

### Richard Park

ground maintenance under contract  
*Weekly trash pickup*

### McMahon Park

ground maintenance under contract

### Upper Bridge Park

### DPW – Fire Station – Fairgrounds

~~Mowed and trimmed~~ *Ground maintenance under contract.*  
~~Pulled weeds~~  
*Cleaned up D.P.W. parking lot.*

### Misc.

*Worked on River walk.*

## STREETS DEPARTMENT

MAYMajor & Local Streets*Graded N. Washington.*Snow and Ice ControlPot holes:

5 TON pot holes filled with cold patch  
\_\_\_\_\_ ton of hot mix put down

Routine Sweeping:

\_\_\_\_\_ hours

Storm drains and ditches:*Cleaned catch basins off.*Parking LotsPublic Works:Airport:Sidewalks:*Sidewalk inspections on main st*Trees, bushes, shrubs trimming and removal:*Pulled out small dead tree on N. Center st*Traffic & Signs:*Put out Barricades To shut down S. Broadway, for King Milling.*Misc:

**LOWELL POLICE DEPARTMENT  
MONTHLY REPORT SUMMARY  
CALENDAR YEAR 2016**

Complaint Book Total	174	355	548	727	918									2722
Activity	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Year Total	
Total Arrests	26	16	15	24	24								105	
Alcohol (MIP/Open Intox)	1	1	2	4	7								15	
Drug Law Violations	4	2	3	10	4								23	
Drunk Driving	2	0	2	3	1								8	
Suspended License	5	3	1	1	3								13	
Warrant Arrest	5	5	4	4	6								24	
Other Arrests	9	5	3	2	3								22	
Assault	0	0	1	1	1								1	
Assault (Civil)	6	3	2	2	7								20	
Assault (Domestic)	3	3	3	0	2								11	
Assist from Other Agency	10	10	5	5	11								41	
Assist to Other Agency	10	13	16	10	17								66	
Assist to Citizen	23	36	37	32	22								150	
Breaking & Entering	2	1	0	1	2								6	
Disorderly Conduct	3	1	2	4	5								15	
Dog Complaints	0	1	1	5	9								16	
Larceny	4	4	5	2	7								22	
Malicious Destruction	3	1	3	2	6								15	
Motorist Assist	15	14	11	10	11								61	
Ordinance Violations	5	11	10	6	12								44	
Accident Total	15	10	10	12	7								54	
{Property Damage}	15	10	9	12	6								52	
{Personal Injury}	0	0	1	0	1								2	
Citations Issued	25	25	19	27	18								114	
Traffic Stops: Warned	90	131	122	85	75								503	
Total # of Traffic Stops	98	148	133	91	84								380	



**MONTHLY COMPARISON TOTALS  
MAY 2015 AND 2016**

<b>ACTIVITY</b>	<b>MAY</b>	<b>2015 YEAR-TO-DATE</b>	<b>MAY</b>	<b>2016 YEAR-TO-DATE</b>
<b>Total Arrests</b>	<b>25</b>	<b>106</b>	<b>24</b>	<b>105</b>
<b>Alcohol (MIP/Open Intox)</b>	<b>0</b>	<b>3</b>	<b>7</b>	<b>15</b>
<b>Drug Law Violations</b>	<b>5</b>	<b>16</b>	<b>4</b>	<b>23</b>
<b>Drunk Driving</b>	<b>1</b>	<b>5</b>	<b>1</b>	<b>8</b>
<b>Suspended License</b>	<b>0</b>	<b>10</b>	<b>3</b>	<b>13</b>
<b>Warrant Arrest</b>	<b>12</b>	<b>44</b>	<b>6</b>	<b>24</b>
<b>Other Arrests</b>	<b>7</b>	<b>28</b>	<b>3</b>	<b>22</b>
<b>Assault</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>1</b>
<b>Assault (Civil)</b>	<b>2</b>	<b>12</b>	<b>7</b>	<b>20</b>
<b>Assault (Domestic)</b>	<b>4</b>	<b>18</b>	<b>2</b>	<b>11</b>
<b>Assist from Other Agency</b>	<b>9</b>	<b>44</b>	<b>11</b>	<b>41</b>
<b>Assist to Other Agency</b>	<b>12</b>	<b>77</b>	<b>17</b>	<b>66</b>
<b>Assist to Citizen</b>	<b>15</b>	<b>93</b>	<b>22</b>	<b>150</b>
<b>Breaking &amp; Entering</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>6</b>
<b>Disorderly Conduct</b>	<b>0</b>	<b>10</b>	<b>5</b>	<b>15</b>
<b>Dog Complaints</b>	<b>5</b>	<b>12</b>	<b>9</b>	<b>16</b>
<b>Larceny</b>	<b>3</b>	<b>24</b>	<b>7</b>	<b>22</b>
<b>Malicious Destruction</b>	<b>6</b>	<b>11</b>	<b>6</b>	<b>15</b>
<b>Motorist Assist</b>	<b>11</b>	<b>62</b>	<b>11</b>	<b>61</b>
<b>Ordinance Violations</b>	<b>12</b>	<b>117</b>	<b>12</b>	<b>44</b>
<b>Accident Total</b>	<b>13</b>	<b>57</b>	<b>7</b>	<b>54</b>
<b>{Property Damage}</b>	<b>13</b>	<b>50</b>	<b>6</b>	<b>52</b>
<b>{Personal Injury}</b>	<b>0</b>	<b>7</b>	<b>1</b>	<b>2</b>
<b>Citations Issued</b>	<b>22</b>	<b>116</b>	<b>18</b>	<b>114</b>
<b>Traffic Stops: Warned</b>	<b>123</b>	<b>516</b>	<b>75</b>	<b>503</b>
<b># of Traffic Stops Made</b>	<b>124</b>	<b>561</b>	<b>84</b>	<b>380</b>
<b>TOTAL COMPLAINTS</b>	<b>179</b>	<b>903</b>	<b>191</b>	<b>918</b>

**AGENCIES ASSISTING  
LOWELL POLICE DEPARTMENT  
MAY 2016**

COMPLAINT #	DATE	INCIDENT TYPE	DEPARTMENT	STATUS
16-0738	5/2/2016	Disorderly Subject	KCSD	Back-up
16-0776	5/10/2016	Arson	KCSD	Assisted
16-0825	5/15/2016	Disorderly Subject	KCSD RESERVE OFFICER	Assisted
16-0826	5/15/2016	Disorderly Subject (X2)	KCSD RESERVE OFFICER	Assisted
16-0827	5/15/2016	Disorderly Subject	KCSD RESERVE OFFICER	Assisted
16-0828	5/15/2016	Disorderly Subject	KCSD RESERVE OFFICER	Assisted
16-0844	5/18/2016	Welfare Check	EAST GRAND RAPIDS PD	Assisted
16-0863	5/22/2016	Domestic Assault	KCSD	Back-up
16-0866	5/23/2016	PPO Violation	KCSD	Back-up
16-0872	5/24/2016	Verbal Domestic	KCSD	Back-up
15-0877	5/24/2016	Disorderly/Use of Marijuana	KCSD	Back-up

**LOWELL PD**  
**ASSISTING OTHER AGENCIES**  
**MAY 2016**

COMPLAINT #	DATE	INCIDENT TYPE	DEPARTMENT	STATUS	VENUE
16-0734	5/2/2016	Drug Investigation	KCSD	Assisted	City of Lowell
16-0744	5/4/2016	PD Accident	KCSD	Assisted	Lowell
16-0750	5/5/2016	PI Accident	KCSD	Assisted	Lowell
16-0751	5/5/2016	Lockout	KCSD	Handled call	Vergennes
16-0763	5/7/2016	Alarm	KCSD	Back-up	Lowell
16-0766	5/7/2016	Traffic Stop	KCSD	Assisted	Lowell
16-0771	5/9/2016	Assist Adult Protective Services	A.P.S.	Assisted	City of Lowell
16-0775	5/9/2016	Attempt Warrant Pick-up	KCSD	Assisted	Lowell
16-0774	5/10/2016	Assault	KCSD	Back-up	Vergennes
16-0779	5/10/2016	Dog Bite	ANIMAL CONTROL	Assisted	City of Lowell
16-0787	5/11/2016	Repossession of Vehicle	COURT OFFICER	Assisted	City of Lowell
16-0789	5/11/2016	PI Accident	MSP	Assisted	Lowell
16-0804	5/13/2016	B&E	KCSD	Back-up	Lowell
16-0806	5/13/2016	MDOP	KCSD	Back-up	Lowell
16-0855	5/21/2016	Medical Problem	KCSD	Assisted	Ada
16-0900	5/28/2016	Suspicious Vehicle	KCSD	Back-up	Lowell
16-0913	5/31/2016	Search Warrant	FBI	Assisted	City of Lowell

CITY OF LOWELL  
REPORT FOR : MAY  
FOR: Dave Pasquale

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 19.45458 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE  
MONTH OF: MAY TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION  
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 299.58 HOURS, WHICH RESULTED IN  
333.75 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 161.63

ELECTRICAL COST PER MILLION GALLONS: \$ 228.96

TOTAL COST PER MILLION GALLONS: \$ 390.59

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WATER PRODUCTION

DAILY AVERAGE: 0.628

DAILY MAXIMUM: 0.831

DAILY MINIMUM: 0.402

THE AVERAGE PLANT OPERATION TIME WAS 9.664 HOURS PER DAY.

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

217 S. Hudson

Lowell, MI. 49331

Phone - 616-897-5929 Fax -

**Posted Totals by Invoice #**

Report Date: 06/02/2016

Period From: 05/01/2016 To: 06/02/2016

Invoice Number	Date	Name	Total	Charge Sales!
000993	05/02/2016	Equipment	31.50	0.00
000994	05/02/2016	Equipment	63.00	0.00
000995	05/04/2016	Equipment	98.57	0.00
000996	05/05/2016	Water Distribution	169.67	0.00
000997	05/05/2016	Water Distribution	53.74	0.00
000998	05/06/2016	Water Distribution	88.15	0.00
000999	05/09/2016	Water Plant	285.52	0.00
001000	05/09/2016	Equipment	227.38	0.00
001001	05/11/2016	Equipment	579.00	0.00
001002	05/12/2016	Water Distribution	933.99	0.00
001003	05/19/2016	Equipment	345.24	0.00
001004	05/23/2016	Equipment	278.85	0.00
001005	05/23/2016	Equipment	352.02	0.00
001006	05/24/2016	Police	338.52	0.00
001007	06/02/2016	Equipment	2,869.22	0.00
001008	06/02/2016	Police	318.91	0.00
<b>Grand Totals:</b>			<b>\$7,033.28</b>	<b>\$0.00</b>

**% Time in each Department**

9 % Water 67 % Maintenance dept. (equipment) 19 % DPW 5 % Other

Public Works: 35.25hrs.

Parks: 2 hrs.

Water Plant: 5.25 hrs. Emergency Call Out: 10.75 hrs.

Equipment Maintenance: 124.5 hrs.

Holiday: 8 hrs.

**Total Hours for May: 185.75 hrs.**

06/02/2016

MAY

## CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PB16900471	725 GRINDLE DR SE	05/03/2016	41-20-01-101-065	RESIDENCE W/FINISHED	553.00	178,590
PB16900506	505 W MAIN ST SE	05/11/2016	41-20-02-341-007	RE ROOF	155.00	19,250
PB16900561	306 ELM ST SE	05/19/2016	41-20-02-338-012	RE ROOF	65.00	8,000
PB16900496	211 N WASHINGTON ST SE	05/19/2016	41-20-02-426-013	WOOD DECK	150.00	5,000
PB16900455	400 W MAIN ST SE	05/25/2016	41-20-02-346-002	INTERIOR REMODEL - U	212.00	38,500
Total Permits: 5						
Total Fee Amount: 1,135.00						
Total Const. Value: 249,340						
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PE16900678	819 GRINDLE	05/11/2016	41-20-01-126-003		60.00	0
PE16900679	1450 CAROL LYNN DR SE	05/11/2016	41-20-03-416-002		66.00	0
PE16900688	2252 W MAIN ST SE	05/12/2016	41-20-03-383-014	Install power shutoff on disp	56.00	0
PE16900725	350 N CENTER ST SE	05/18/2016	41-20-02-302-009	Additions to the existing fire	100.00	0
Total Permits: 4						
Total Fee Amount: 282.00						
Total Const. Value: 0						
Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PM16900988	1450 CAROL LYNN DR SE	05/06/2016	41-20-03-416-002	Replace the A/C unit 5/6/16	80.00	0
PM16901082	1294 HIGHLAND HILL DR SE	05/18/2016	41-20-01-178-017	New Construction HVAC	220.00	0
PM16901111	2111 W MAIN ST	05/19/2016	41-20-03-326-032		110.00	0
PM16901188	1288 HIGHLAND HILL DR SE	05/31/2016	41-20-01-178-018	New Construction HVAC	220.00	0
Total Permits: 4						
Total Fee Amount: 630.00						
Total Const. Value: 0						

06/02/2016

MAY

CITY OF LOWELL - PERMIT LIST

Permit	Address	Issue Date	Parcel No.	Work Description	Permit Fee	Value
PP16900480	1335 W MAIN ST SE	05/09/2016	41-20-03-477-021	INTERIOR REMODEL SUI	55.00	0
PP16900582	400 W MAIN ST SE	05/27/2016	41-20-02-346-002		200.00	0
PP16900584	1400 FOREMAN ST SE	05/31/2016	41-20-03-276-008		95.00	0
Total Permits: 3						
Total Fee Amount: 350.00						
Total Const. Value: 0						

Grand Total Permits: 16

Grand Total Permit Fee: 2,397.00

Grand Total Const. Value: \$249,340

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	1,892,400.00	1,777,935.59	29,327.70	114,464.41	93.95
LICPER	LICENSES AND PERMITS	38,200.00	41,951.09	10,386.31	(3,751.09)	109.82
CHARGES	CHARGES FOR SERVICES	387,100.00	81,596.31	11,951.00	305,503.69	21.08
STATE	STATE GRANTS	366,250.00	250,440.49	603.78	115,809.51	68.38
INT	INTEREST AND RENTS	2,600.00	477.07	0.00	2,122.93	18.35
OTHER	OTHER REVENUE	28,104.00	58,090.30	695.59	(29,986.30)	206.70
TRANSIN	TRANSFERS IN	144,850.00	0.00	0.00	144,850.00	0.00
FINES	FINES AND FORFEITURES	9,550.00	11,379.95	270.00	(1,829.95)	119.16
LOCAL	LOCAL CONTRIBUTIONS	14,600.00	8,933.39	0.00	5,666.61	61.19
TOTAL Revenues		2,883,654.00	2,230,804.19	53,234.38	652,849.81	77.36
Expenditures						
000	COUNCIL	0.00	(112.50)	0.00	112.50	100.00
101	MANAGER	17,940.00	13,647.19	738.09	4,292.81	76.07
172	ELECTIONS	112,900.00	125,958.18	6,843.43	(13,058.18)	111.57
191	ASSESSOR	8,500.00	5,759.07	19.98	2,740.93	67.75
209	ATTORNEY	44,200.00	43,856.64	4,417.11	343.36	99.22
210	CLERK	30,000.00	30,831.30	2,117.50	(831.30)	102.77
215	TREASURER	136,100.00	96,767.29	8,604.17	39,332.71	71.10
253	CITY HALL	219,850.00	167,299.10	12,078.35	52,550.90	76.10
265	CEMETERY	124,100.00	129,939.76	10,985.55	(5,839.76)	104.71
276	UNALLOCATED MISCELLANEOUS	102,050.00	105,306.91	10,737.78	(3,256.91)	103.19
294	POLICE DEPARTMENT	41,914.00	17,341.86	1,263.72	24,572.14	41.37
301	CODE ENFORCEMENT	667,800.00	653,995.04	46,831.48	13,804.96	97.93
305	FIRE	103,400.00	80,833.92	6,840.98	22,566.08	78.18
336	PLANNING & ZONING	142,000.00	141,860.06	29,112.82	139.94	99.90
400	EMERGENCY MANAGEMENT	51,800.00	38,198.24	3,900.19	13,601.76	73.74
426	DEPARTMENT OF PUBLIC WORKS	0.00	30.30	0.00	(30.30)	100.00
441	DEPARTMENT OF PUBLIC WORKS	225,250.00	184,662.91	18,718.20	40,587.09	81.98
442	TRASH	5,600.00	2,509.08	17.89	3,090.92	44.81
523	ECONOMIC DEVELOPMENT	45,000.00	33,923.80	4,489.80	11,076.20	75.39
728	CHAMBER/RIVERWALK	24,000.00	26,959.02	1,579.26	(2,959.02)	112.33
747	PARKS	3,500.00	2,520.74	184.54	979.26	72.02
751	SHOWBOAT	146,500.00	95,343.03	7,847.48	51,156.97	65.08
757	RECREATION CONTRIBUTIONS	1,600.00	1,288.82	40.54	311.18	80.55
774	LIBRARY	3,000.00	2,000.00	0.00	1,000.00	66.67
790	HISTORICAL DISTRICT COMMISSION	72,500.00	76,729.38	4,730.26	(4,229.38)	105.83
803	MUSEUM	250.00	165.00	0.00	85.00	66.00
804	TRANSFERS OUT	36,200.00	31,892.07	553.84	4,307.93	88.10
965	TRANSFERS OUT	517,700.00	0.00	0.00	517,700.00	0.00
TOTAL Expenditures		2,883,654.00	2,109,506.21	182,652.96	774,147.79	73.15
TOTAL REVENUES						
TOTAL EXPENDITURES		2,883,654.00	2,230,804.19	53,234.38	652,849.81	77.36
NET OF REVENUES & EXPENDITURES		2,883,654.00	2,109,506.21	182,652.96	774,147.79	73.15
		0.00	121,297.98	(129,418.58)	(121,297.98)	100.00



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
INT	INTEREST AND RENTS	150.00	86.23	0.00	63.77	57.49
OTHER	OTHER REVENUE	189,400.00	179,663.82	21,978.94	9,736.18	94.86
TRANSIN	TRANSFERS IN	236,000.00	144,916.80	0.00	91,083.20	61.41
TOTAL Revenues		425,550.00	324,666.85	21,978.94	100,883.15	76.29
Expenditures						
450	CAPITAL OUTLAY	340,000.00	175,151.78	42,803.29	164,848.22	51.52
463	MAINTENANCE	39,250.00	30,120.76	4,050.70	9,129.24	76.74
474	TRAFFIC	8,000.00	2,230.93	69.16	5,769.07	27.89
478	WINTER MAINTENANCE	42,100.00	27,156.26	226.89	14,943.74	64.50
483	ADMINISTRATION	46,000.00	1,952.50	0.00	44,047.50	4.24
TOTAL Expenditures		475,350.00	236,612.23	47,150.04	238,737.77	49.78
TOTAL REVENUES		425,550.00	324,666.85	21,978.94	100,883.15	76.29
TOTAL EXPENDITURES		475,350.00	236,612.23	47,150.04	238,737.77	49.78
NET OF REVENUES & EXPENDITURES		(49,800.00)	88,054.62	(25,171.10)	(137,854.62)	176.82

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16		ACTIVITY FOR		AVAILABLE	% BDC
		AMENDED BUDGET	YTD BALANCE 05/31/2016	MONTH 05/31/2016	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	80,977.49	11,585.24	(10,277.49)	114.54	
TRANSIN	TRANSFERS IN	180,000.00	7,739.70	0.00	172,260.30	4.30	
TOTAL Revenues		250,850.00	88,717.19	11,585.24	162,132.81	35.37	
Expenditures							
450	CAPITAL OUTLAY	5,000.00	130,933.10	3,125.00	(125,933.10)	2,618.66	
463	MAINTENANCE	64,600.00	61,415.08	3,633.03	3,184.92	95.07	
474	TRAFFIC	8,100.00	5,858.26	428.58	2,241.74	72.32	
478	WINTER MAINTENANCE	61,200.00	37,168.12	764.70	24,031.88	60.73	
483	ADMINISTRATION	27,800.00	2,452.50	0.00	25,347.50	8.82	
906	DEBT SERVICE	76,600.00	77,135.00	0.00	(535.00)	100.70	
TOTAL Expenditures		243,300.00	314,962.06	7,951.31	(71,662.06)	129.45	
TOTAL REVENUES		250,850.00	88,717.19	11,585.24	162,132.81	35.37	
TOTAL EXPENDITURES		243,300.00	314,962.06	7,951.31	(71,662.06)	129.45	
NET OF REVENUES & EXPENDITURES		7,550.00	(226,244.87)	3,633.93	233,794.87	2,996.62	

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	200.00	19.74	0.00	180.26	9.87
OTHER	OTHER REVENUE	50,000.00	50,000.00	0.00	0.00	100.00
TOTAL Revenues		50,200.00	50,019.74	0.00	180.26	99.64
Expenditures						
000		50,000.00	35,057.00	9,740.00	14,943.00	70.11
TOTAL Expenditures		50,000.00	35,057.00	9,740.00	14,943.00	70.11
TOTAL REVENUES		50,200.00	50,019.74	0.00	180.26	99.64
TOTAL EXPENDITURES		50,000.00	35,057.00	9,740.00	14,943.00	70.11
NET OF REVENUES & EXPENDITURES		200.00	14,962.74	(9,740.00)	(14,762.74)	7,481.37

DB: Lowell

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	625,000.00	647,576.30	0.00	(22,576.30)	103.61
INT	INTEREST AND RENTS	1,000.00	269.23	0.00	730.77	26.92
OTHER	OTHER REVENUE	0.00	19.92	0.00	(19.92)	100.00
TOTAL Revenues		626,000.00	647,865.45	0.00	(21,865.45)	103.49
Expenditures						
450	CAPITAL OUTLAY	150,000.00	100,252.50	35,443.09	49,747.50	66.84
463	MAINTENANCE	82,200.00	69,506.84	5,616.81	12,693.16	84.56
483	ADMINISTRATION	36,800.00	19,100.71	1,205.62	17,699.29	51.90
740	COMMUNITY PROMOTIONS	70,000.00	36,973.28	76.27	33,026.72	52.82
965	TRANSFERS OUT	143,850.00	0.00	0.00	143,850.00	0.00
TOTAL Expenditures		482,850.00	225,833.33	42,341.79	257,016.67	46.77
TOTAL REVENUES		626,000.00	647,865.45	0.00	(21,865.45)	103.49
TOTAL EXPENDITURES		482,850.00	225,833.33	42,341.79	257,016.67	46.77
NET OF REVENUES & EXPENDITURES		143,150.00	422,032.12	(42,341.79)	(278,882.12)	294.82

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
INT	INTEREST AND RENTS	4,300.00	515.00	0.00	3,785.00	11.98
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
LOCAL	LOCAL CONTRIBUTIONS	10,000.00	0.00	0.00	10,000.00	0.00
TOTAL Revenues		34,300.00	17,105.00	0.00	17,195.00	49.87
Expenditures						
301	POLICE DEPARTMENT	0.00	14,596.01	6,338.51	(14,596.01)	100.00
443	ARBOR BOARD	20,000.00	850.00	850.00	19,150.00	4.25
751	PARKS	10,000.00	0.00	0.00	10,000.00	0.00
758	DOG PARK	4,000.00	1,058.46	43.86	2,941.54	26.46
759	COMMUNITY GARDEN	300.00	0.00	0.00	300.00	0.00
TOTAL Expenditures		34,300.00	16,504.47	7,232.37	17,795.53	48.12
TOTAL REVENUES		34,300.00	17,105.00	0.00	17,195.00	49.87
TOTAL EXPENDITURES		34,300.00	16,504.47	7,232.37	17,795.53	48.12
NET OF REVENUES & EXPENDITURES		0.00	600.53	(7,232.37)	(600.53)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 351 - GENERAL DEBT SERVICE ( NON-VOTED BONDS)						
Expenditures						
906	DEBT SERVICE	0.00	288,045.02	0.00	(288,045.02)	100.00
	TOTAL Expenditures	0.00	288,045.02	0.00	(288,045.02)	100.00
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES						
		0.00	288,045.02	0.00	(288,045.02)	100.00
		0.00	288,045.02	0.00	(288,045.02)	100.00
		0.00	(288,045.02)	0.00	288,045.02	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	120.00	216.00	0.00	(96.00)	180.00
INT	INTEREST AND RENTS	37,370.00	32,142.87	1,540.00	5,227.13	86.01
OTHER	OTHER REVENUE	0.00	622.00	0.00	(622.00)	100.00
TOTAL Revenues		37,490.00	32,980.87	1,540.00	4,509.13	87.97
Expenditures						
000		46,200.00	37,093.15	1,757.63	9,106.85	80.29
TOTAL Expenditures		46,200.00	37,093.15	1,757.63	9,106.85	80.29
TOTAL REVENUES		37,490.00	32,980.87	1,540.00	4,509.13	87.97
TOTAL EXPENDITURES		46,200.00	37,093.15	1,757.63	9,106.85	80.29
NET OF REVENUES & EXPENDITURES		(8,710.00)	(4,112.28)	(217.63)	(4,597.72)	47.21

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDT USED
Fund 590 - WASTEWATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,048,000.00	980,921.80	89,991.59	67,078.20	93.60
INT	INTEREST AND RENTS	2,000.00	673.71	0.00	1,326.29	33.69
OTHER	OTHER REVENUE	0.00	14,835.29	14,761.50	(14,835.29)	100.00
TOTAL Revenues		1,050,000.00	996,430.80	104,753.09	53,569.20	94.90
Expenditures						
550	TREATMENT	476,800.00	442,487.68	46,048.88	34,312.32	92.80
551	COLLECTION	90,150.00	186,746.61	12,539.58	(96,596.61)	207.15
552	CUSTOMER ACCOUNTS	85,800.00	60,672.63	4,305.07	25,127.37	70.71
553	ADMINISTRATION	155,300.00	11,191.08	4,684.91	144,108.92	7.21
TOTAL Expenditures		808,050.00	701,098.00	67,578.44	106,952.00	86.76
TOTAL REVENUES		1,050,000.00	996,430.80	104,753.09	53,569.20	94.90
TOTAL EXPENDITURES		808,050.00	701,098.00	67,578.44	106,952.00	86.76
NET OF REVENUES & EXPENDITURES		241,950.00	295,332.80	37,174.65	(53,382.80)	122.06



REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

DB: Lowell

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	993,950.00	914,221.06	85,827.32	79,728.94	91.98
INT	INTEREST AND RENTS	6,320.00	4,789.48	410.00	1,530.52	75.78
OTHER	OTHER REVENUE	1,000.00	16,054.91	2,204.00	(15,054.91)	1,605.49
TOTAL Revenues		1,001,270.00	935,065.45	88,441.32	66,204.55	93.39
Expenditures						
570	TREATMENT	317,000.00	334,826.85	31,654.69	(17,826.85)	105.62
571	DISTRIBUTION	216,890.00	399,357.90	55,093.77	(182,467.90)	184.13
572	CUSTOMER ACCOUNTS	89,400.00	61,885.22	4,310.09	27,514.78	69.22
573	ADMINISTRATION	266,456.00	172,947.03	7,559.44	93,508.97	64.91
TOTAL Expenditures		889,746.00	969,017.00	98,617.99	(79,271.00)	108.91
TOTAL REVENUES		1,001,270.00	935,065.45	88,441.32	66,204.55	93.39
TOTAL EXPENDITURES		889,746.00	969,017.00	98,617.99	(79,271.00)	108.91
NET OF REVENUES & EXPENDITURES		111,524.00	(33,951.55)	(10,176.67)	145,475.55	30.44

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDT USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	77,700.00	38,800.32	0.00	38,899.68	49.94
OTHER	OTHER REVENUE	1,300.00	2.50	0.00	1,297.50	0.19
TOTAL Revenues		79,000.00	38,802.82	0.00	40,197.18	49.12
Expenditures						
000		79,000.00	70,501.64	1,941.42	8,498.36	89.24
TOTAL Expenditures		79,000.00	70,501.64	1,941.42	8,498.36	89.24
TOTAL REVENUES		79,000.00	38,802.82	0.00	40,197.18	49.12
TOTAL EXPENDITURES		79,000.00	70,501.64	1,941.42	8,498.36	89.24
NET OF REVENUES & EXPENDITURES		0.00	(31,698.82)	(1,941.42)	31,698.82	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

DB: Lowell

PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR		AVAILABLE BALANCE	% BDT USED
		AMENDED BUDGET	05/31/2016	MONTH 05/31/2016			
Fund 661 - EQUIPMENT FUND							
Revenues							
CHARGES	CHARGES FOR SERVICES	18,000.00	6,505.70	2,188.50	11,494.30	36.14	
INT	INTEREST AND RENTS	121,900.00	101.30	0.00	121,798.70	0.08	
OTHER	OTHER REVENUE	100.00	5,578.78	1,573.89	(5,478.78)	5,578.78	
TOTAL Revenues		140,000.00	12,185.78	3,762.39	127,814.22	8.70	
Expenditures							
895	FLEET MAINT. & REPLACEMENT	143,469.14	294,819.01	101,999.74	(151,349.87)	205.49	
TOTAL Expenditures		143,469.14	294,819.01	101,999.74	(151,349.87)	205.49	
TOTAL REVENUES		140,000.00	12,185.78	3,762.39	127,814.22	8.70	
TOTAL EXPENDITURES		143,469.14	294,819.01	101,999.74	(151,349.87)	205.49	
NET OF REVENUES & EXPENDITURES		(3,469.14)	(282,633.23)	(98,237.35)	279,164.09	8,147.07	

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	7,250.00	0.00	(7,250.00)	100.00
INT	INTEREST AND RENTS	0.00	112.63	0.00	(112.63)	100.00
TOTAL Revenues		0.00	7,362.63	0.00	(7,362.63)	100.00
TOTAL REVENUES		0.00	7,362.63	0.00	(7,362.63)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	7,362.63	0.00	(7,362.63)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	10,000.00	4,250.40	0.00	5,749.60	42.50
TOTAL Revenues		10,000.00	4,250.40	0.00	5,749.60	42.50
Expenditures						
000		10,000.00	750.00	0.00	9,250.00	7.50
TOTAL Expenditures		10,000.00	750.00	0.00	9,250.00	7.50
TOTAL REVENUES		10,000.00	4,250.40	0.00	5,749.60	42.50
TOTAL EXPENDITURES		10,000.00	750.00	0.00	9,250.00	7.50
NET OF REVENUES & EXPENDITURES		0.00	3,500.40	0.00	(3,500.40)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDT USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	25,000.00	27,956.24	88.37	(2,956.24)	111.82
TOTAL Revenues		25,000.00	27,956.24	88.37	(2,956.24)	111.82
Expenditures						
000		25,000.00	18,394.44	4,352.00	6,605.56	73.58
TOTAL Expenditures		25,000.00	18,394.44	4,352.00	6,605.56	73.58
TOTAL REVENUES		25,000.00	27,956.24	88.37	(2,956.24)	111.82
TOTAL EXPENDITURES		25,000.00	18,394.44	4,352.00	6,605.56	73.58
NET OF REVENUES & EXPENDITURES		0.00	9,561.80	(4,263.63)	(9,561.80)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDC USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	6.26	0.00	(6.26)	100.00
TOTAL Revenues		0.00	6.26	0.00	(6.26)	100.00
TOTAL REVENUES		0.00	6.26	0.00	(6.26)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	6.26	0.00	(6.26)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
 PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 05/31/2016	ACTIVITY FOR MONTH 05/31/2016	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues	INTEREST AND RENTS	0.00	21.77	0.00	(21.77)	100.00
INT						
TOTAL Revenues		0.00	21.77	0.00	(21.77)	100.00
TOTAL REVENUES		0.00	21.77	0.00	(21.77)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	21.77	0.00	(21.77)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		6,613,314.00	5,414,241.44	285,383.73	1,199,072.56	86.18
NET OF REVENUES & EXPENDITURES		6,170,919.14	5,318,193.56	573,315.69	852,725.58	86.18
		442,394.86	96,047.88	(287,931.96)	346,346.98	21.71





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: Jeff Bowne  
Address: 889 Hillside Court Lowell MI 49331  
Telephone Number: \_\_\_\_\_ Cell Number: 616-916-7031  
Email: mr\_bowne@sbcglobal.net  
Board or Commission Position Desired: Lowell Light & Power Board

Please give a brief resume of your qualifications for the desired position (you may attach additional information): \_\_\_\_\_  
I've worked for a local office furniture manufacture for approximately 20+ years in a variety of roles within the finance  
organization. I've prepared very large budgets and forecasts while analyzing actual results relative to those two points.  
For 2+ years I was the plant controller in our facility in Tijuana, Mexico where I was responsible for 7 direct reports as well  
as the Income Statements and Balance Sheet. Identifying, supporting and analyzing cost reduction efforts are a  
significant part of the controller role. For the past 3+ years I've been in our product development area as a senior business  
analyst where I work with many cross functional groups (engineering, marketing, design) in a collaborative effort to bring  
products to market that enhance the customer experience while ensuring they are financially viable. I believe the short list  
mentioned above illustrates that I work in a collaborative way with a wide variety of disciplines in an effective way. I'm  
interested in using the skill-set acquired over the years to help Lowell on a go forward basis. Thank you for your consideration.

Jeffrey L. Bowne  
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](mailto:bmorlock@ci.lowell.mi.us)



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

**INTERIM CITY MANAGER'S REPORT**  
**June 20, 2016**

1. Remember...Council and staff travel to Portland for Mayor Exchange on Thursday, June 30.
2. The Municipal Employees Retirement System has limited my hours for the City to 1000 for the calendar year. Currently, I have 800 hours. In order to assist with the transition for the new Manager I am starting this week from 40 hours to 20. This could extend my time to the end of August. I will be available by phone and email, being only blocks away from City Hall.

Respectfully submitted,

David Pasquale, Interim City Manager