



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

CITY OF LOWELL
CITY COUNCIL AGENDA
WEDNESDAY, JULY 5, 2017, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. CONSENT AGENDA
 - Approval of the Agenda.
 - Approve and place on file the regular minutes of the June 19, 2017 City Council meeting.
 - Authorize payment of invoices in the amount of \$119,391.42
3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
 - IF YOU WISH TO ADDRESS AN AGENDA ITEM, PUBLIC COMMENT FOR EACH ITEM WILL OCCUR AFTER THE INITIAL INFORMATION IS SHARED ON THE MATTER AND INITIAL DELIBERATIONS BY THE PUBLIC BODY. PUBLIC COMMENT WILL OCCUR BEFORE A VOTE ON THE AGENDA ITEM OCCURS.
4. OLD BUSINESS
5. NEW BUSINESS
 - a. Prein and Newhof - Reconfiguration of City Parking Lot on Broadway
 - b. Resolution 19-17 – Resolution and Agreement to apply to the Secretary of State for a Grant to Purchase a New Voting System from Dominion Voting, Inc.
 - c. Riverwalk Festival Street Closure Request.
 - d. Preferred Vendor Policy
6. BOARD/COMMISSION REPORTS
7. MANAGER'S REPORT
8. APPOINTMENTS
9. COUNCIL COMMENTS
10. CLOSED SESSION – To Discuss Labor Negotiations
11. RETURN TO OPEN SESSION
12. ADJOURNMENT

NOTE: Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be allowed five (5) minutes maximum to address the Council. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Council.



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Phone (616) 897-8457
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www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for **Wednesday**, July 5, 2017

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

2. CONSENT AGENDA

- Approval of the Agenda.
- Approval and place on file the regular minutes of the June 19, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$119,391.42.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

IF YOU WISH TO ADDRESS AN AGENDA ITEM, PUBLIC COMMENT FOR EACH ITEM WILL OCCUR AFTER THE INITIAL INFORMATION IS SHARED ON THE MATTER AND INITIAL DELIBERATIONS BY THE PUBLIC BODY. PUBLIC COMMENT WILL OCCUR BEFORE A VOTE ON THE AGENDA ITEM OCCURS.

4. OLD BUSINESS

5. NEW BUSINESS

- a. Prein and Newhof – Reconfiguration of City Parking Lot on Broadway. Memo is provided from DPW Director Rich LaBombard.

Recommended Motion: There is no recommended action at this time. However, he would like to gather consensus from the City Council to see if there is interest in moving forward on this project.

- b. Resolution 19-17 – Resolution and Agreement to Apply to the Secretary of State for a Grant to Purchase a New Voting System from Dominion Voting, Inc. Memo is provided from City Clerk Susan Ullery.

Recommended Motion: That the Lowell City Council approves Resolution 19-17 and authorize City Clerk Susan Ullery to submit this Grant Application on behalf of the City of Lowell, Kent County.

- c. Riverwalk Festival Street Closure Request. Memo is provided from City Manager Michael Burns.

Recommended Motion: That the Lowell City Council approves the street closure.

- d. Preferred Vendor Policy. Memo is provided by City Treasurer Suzanne Olin.

Recommended Motion: That the Lowell City Council approves the revised purchasing policy adding section "i" that allows a provision for preferred vendors.

6. BOARD/COMMISSION REPORTS
7. MANAGER'S REPORT
8. APPOINTMENTS
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10. CLOSED SESSION - To Discuss Labor Negotiations
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**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JUNE 19, 2017, 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 Mike DeVore and City Clerk Susan Ullery called roll.

Present: Councilmembers Greg Canfield, Jim Hodges, Jeff Phillips, Alan Teelander and Mayor DeVore.

Absent: None.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, City Treasurer Suzanne Olin and Police Sergeant Christopher Hurst.

2. APPROVAL OF THE CONSENT AGENDA

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

- Approval of the Agenda.
- Approve and place on file the Committee of the Whole minutes of the June 5, 2017 City Council meeting.
- Approve and place on file the regular and closed session minutes of the June 5, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$241,767.91.

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

NO: None. ABSENT: None. Abstain: 1 (Canfield). MOTION CARRIED.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Ross Pope of Grand Rapids spoke about the audit being completed at the 625 Chatham address. Pope invited the Council to come and see the facility.

Perry Beachum of 924 Riverside Drive spoke about the start of the Pink Arrow Pride. Beachum explained Pink Arrow Week will be the week of September 4th with the game being held on September 8th against East Grand Rapids. Beachum advised that Pink Arrow will sponsor the "Kid's Zone" at the Riverwalk Festival.

4. OLD BUSINESS.

No old business.

5. **NEW BUSINESS.**

- a. Resolution 17-17 – Resolution Adopting an Amendment to the City of Lowell Annual Budget for Fiscal Year 2016-2017.

City Treasurer Suzanne Olin shared the Budget Amendments to the Council.

IT WAS MOVED BY HODGES and seconded by DEVORE to adopt Resolution 17-17 approving an Amendment to the City of Lowell Annual Budget for Fiscal Year 2016-2107.

YES: Councilmember Hodges, Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, and Mayor DeVore. NO: None. ABSENT: 0. MOTION CARRIED.

- b. Resolution 18-17 – Resolution and Agreement Approving and Authorizing Execution of a Uniform Video Service Franchise Agreement with Comcast of California/Massachusetts/Michigan/Utah, LLC for Video Cable Services.

On June 30, 2017 our past 10-year Cable Franchising Agreement with Comcast will expire. Resolution 18-17 renews our Cable Franchising Fee for the next ten years. This is a governmental agreement that municipalities approve to designate a primary cable provider in the community.

Resulting from this, the City will receive 5% of gross payments to the City as mentioned in paragraph VI of the agreement.

IT WAS MOVED BY DEVORE and seconded by TEELANDER to adopt Resolution 18-17, approving and authorizing execution of a Uniform Video Service Franchise Agreement with Comcast of California/Massachusetts/Michigan/Utah, LLC for Video Cable Services.

YES: Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, Mayor DeVore, and Councilmember Hodges. NO: None. ABSENT: 0. MOTION CARRIED.

- c. Insurance.

City Manager Burns met with Berends Hendricks Stuit (BHS) brokers to receive an updated quote from different insurance entities that BHS carries.

IT WAS MOVED BY TEELANDER and seconded by CANFIELD to approve a renewal of the premium with the PAR Plan for the City's Property and Liability Insurance at a cost not to exceed \$108, 623, this will be guaranteed for three years beginning on July 1, 2017.

YES: Councilmember Teelander, Councilmember Canfield, Mayor DeVore, Councilmember Hodges, and Councilmember Phillips. NO: None. ABSENT: 0. MOTION CARRIED.

6. **BOARDS AND COMISSION REPORTS.**

Councilmember Phillips mentioned the next Historical District Commission meeting will be on June 27th at 6:00 p.m.

Councilmember Hodges mentioned the Arbor Board discussed trees on Lafayette, in the Veteran's Parking lot and on Jefferson Street. The board will not be meeting in July or August and the next meeting will be on Monday, September 18, 2017 at noon. The Lowell Area Fire Authority discussed fund balances. There were other discussions on the telephone system and how this will be paid for. The next Fire Authority meeting will be held on Monday, August 14, 2017.

Councilmember Canfield advised the Parks and Rec meeting will be held later this week.

Councilmember Teelander mentioned the Lowell Light and Power Board meetings will be held on Wednesdays for the summer instead of Thursdays. The Light and Power Board approved roof repairs on the Light and Power building. They sold an old digger truck and a cooling tower. They moved overhead wires underground at St. Mary's Church. There will be training at the Police Department for the new phone system. The Light and Power website is up and running. The Light and Power Board went into closed session to discuss labor negotiations and also the General Manager's performance review. The Planning Commission met on June 12 but cancelled their July meeting. A public hearing will be held on August 14, 2017 to discuss Chapters 14 and 17 Zoning Ordinance. The Commission will begin the review of the Master Plan and possibly updating demographics on Chapter 1. Discussion was also held regarding the goals and objectives of the Commission and future land use for the Fairground property. Teelander advised the LARA meeting was cancelled.

Mayor Mike DeVore had no report.

7. **MONTHLY REPORTS.**

There were no comments.

8. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Bio digester issues-invited the public to come to him with any questions or concerns.
- Working directly with Litehouse for their wastewater pretreatment options.
- Chief Bukala is currently on unpaid leave. Will be conducting a personnel investigation on the matter.
- The Council went to Wayland for Mayor's Exchange and had an enjoyable day.
- The trip to Fenton has been postponed.
- Food Trucks-City Attorney will have an ordinance for Council to look at in July.

9. **APPOINTMENTS.**

Arbor Board
Vacancy – (Diane LaWarre currently serving)

06/30/2017

Board of Review

Vacancy – (Leah Vredenburg currently serving)	06/30/2017
Vacancy – (Herb Vanderbilt – Alternate – currently serving)	03/30/2017

Light and Power Board

Vacancy – (Perry Beachum currently serving)	06/30/2017
Vacancy – (Jim Salzwedel currently serving)	06/30/2017

Planning Commission

Vacancy – (David Cadwallader currently serving)	06/30/2017
Vacancy – (Marty Chambers currently serving)	06/30/2017

By general consensus, the Council agreed to the appointments.

Mayor DeVore noted he still needed to contact Melissa Spino from the Arbor Board and Barb Vezino from the Local Officers Compensation Commission.

10. **COUNCIL COMMENTS.**

Councilmember Phillips thanked all City employees, departments and staff, stating they do a wonderful job. Phillips also thanked City Manager Mike Burns for setting up the trip to Wayland.

Councilmember Hodges commented that the Mayor Exchange in Wayland was very beneficial.

Councilmember Canfield commented the summer concerts had good weather last week and encouraged everyone to attend. He also mentioned Big Boiler Brewery is doing a fund raiser for Lowell Arts and he encouraged everyone to attend.

Councilmember Teelander thanked the City of Wayland.

Mayor DeVore stated that last week he, City Manager Mike Burns and City Clerk Susan Ullery were able to go to Springrove Variety and congratulate Linda Hamp on retiring after 40 years. DeVore stated this is a good example of what this community is all about. DeVore also thanked Burns for the trip to Wayland noting he had a good time.

11. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to adjourn at 7:35 p.m.

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

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 17-17

**RESOLUTION ADOPTING AN AMENDMENT TO THE
CITY OF LOWELL ANNUAL BUDGET FOR FISCAL
YEAR 2016-2017.**

Councilmember HODGES, supported by Mayor DEVORE, moved the adoption of the following resolution:

WHEREAS, the City Manager has prepared and presented to the City Council at its meeting on June 19, 2017, a proposed amended budget for the 2016-2017 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 16-17 Budget which is adopted and amended at the fund level, the following are the estimated City revenues and expenses for the 2016-17 fiscal year of the City:

	<u>Revenues</u>	<u>Appropriations</u>
General Fund	\$3,006,483	\$ 3,075,678
Major Street Fund	\$ 292,000	\$ 578,194
Local Street Fund	\$267,000	\$279,072
DDA	\$426,886	\$485,625
Designated Contribution	\$41,125	\$51,765
Airport Fund	\$ 54,266	\$ 58,000
Wastewater Fund	\$ 1,309,042	\$ 2,770,201
Water Fund	1,061,005	1,117,624
Cable Fund	\$133,491	\$133,491
Data Processing Fund	\$111,000	\$137,000
Equipment Fund	\$200,313	\$287,293

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 Hodges, Phillips, Teelander Canfield and Mayor DeVore

NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

Dated: June 19, 2017

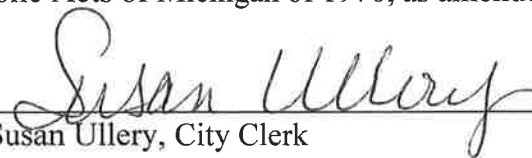


Susan Ullery, City Clerk

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 19, 2017, 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 19, 2017



Susan Ullery, City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 18-17

**RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A UNIFORM VIDEO SERVICE
FRANCHISE AGREEMENT WITH COMCAST OF
CALIFORNIA/MASSACHUSETTS/MICHIGAN/UTAH,
LLC FOR VIDEO CABLE SERVICES**

Mayor DEVORE, supported by Councilmember TEELANDER, moved the adoption of the following resolution:

WHEREAS, Comcast of California/Massachusetts/Michigan/Utah, LLC (“Comcast”) currently provides video cable service to customers within the City pursuant to a franchise agreement it has with the City pursuant to the provisions of Act 48 of the Public Acts of Michigan of 2002, as amended (“Act 48”); and

WHEREAS, the existing local franchise agreement is expiring and Comcast has requested that the City enter into a new Uniform Video Service Franchise Agreement (the “Agreement”) for a term of 10 years pursuant to the provisions of Act 48; and

WHEREAS, subject to the terms and conditions of this resolution, the City has determined to enter into the Agreement with Comcast.

NOW, THEREFORE, BE IT HEREBY RESOLVED:

1. That the Agreement, which includes an attached Attachment 1, in the form presented at this meeting is approved with such modifications not materially adverse to the City approved as to content by the City Manager and as to form by the City Attorney, provided, such Agreement shall provide that the City shall receive a franchising fee equal to five percent (5%) of gross revenues determined as provided in Paragraph VI of the Agreement.

2. That the Mayor and City Clerk are authorized and directed to execute the approved Agreement for and on behalf of the City.

3. That all resolutions or parts of resolutions in conflict herewith shall be, and the same are, hereby rescinded to the extent of such conflict.

YEAS: Councilmembers Councilmember Phillips, Teelander, Canfield, Mayor
DeVore and Councilmember Hodges


NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

Dated: June 19, 2017


Susan Ullery, City Clerk

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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 19, 2017, 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 19, 2017


Susan Ullery, City Clerk

Vendor Code	Vendor Name	Invoice	Description	Amount
10550	63RD DISTRICT COURT	06/27/2017	BOND BENJAMIN DUBRIDGE	500.00
TOTAL FOR: 63RD DISTRICT COURT				500.00
01513	ADDORIO TECHNOLOGIES, LLC	6872	PROFESSIONAL SERVICES	400.00
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC				400.00
00007	ADT SECURITY SYSTEMS, INC.	627471645	WTP SECURITY- JULY-SEPT 2017	108.45
TOTAL FOR: ADT SECURITY SYSTEMS, INC.				108.45
MISC	ANDERSON, DON	6/24/2017	CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: ANDERSON, DON				50.00
10660	ARROW ENERGY, INC.	80225	AIRPORT AV GAS	3,423.24
TOTAL FOR: ARROW ENERGY, INC.				3,423.24
10177	AT&T	5/17 - 6/16/17	MONTHLY STATEMENET	3.99
		5/17 - 6/16/2017	MONTHLY STATEMENT	5,590.95
TOTAL FOR: AT&T				5,594.94
00045	BARTLETT, SANDY	6/19/2017	MILEAGE FOR METER READING JUNE 2017	62.60
TOTAL FOR: BARTLETT, SANDY				62.60
10690	BGR INVESTMENTS LLC	6/23/2017	HDC GRANT FOR EXTERIOR RENOVATIONS	24,071.00
TOTAL FOR: BGR INVESTMENTS LLC				24,071.00
01916	BS&A SOFTWARE	113011	TRAINING - RASHID	205.00
TOTAL FOR: BS&A SOFTWARE				205.00
00084	CANFIELD PLUMBING & HEATING IN	60093	R & M - BOX BEHIND FIRE DEPT	199.00
TOTAL FOR: CANFIELD PLUMBING & HEATING IN				199.00
10493	COMCAST CABLE	7/6 - 8/5/2017	MONTHLY STATEMENT	31.93
TOTAL FOR: COMCAST CABLE				31.93
10509	CONSUMERS ENERGY	5/19 - 6/19/2017	MONTHLY STATEMENT	16.45
		5/24 - 6/22/17	MONTHLY STATEMENT	39.41
		5/24 - 6/23	MONTHLY STATEMENT	287.68
		5/24 - 6/23/17	MONTHLY STATEMENT	1,073.01
TOTAL FOR: CONSUMERS ENERGY				1,416.55

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 06/27/2017 - 06/29/2017
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BOTH OPEN AND PAID

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Vendor Code	Vendor Name	Invoice	Description	Amount
00151	DIXON ENGINEERING, INC.	17-2174	WTP PAINT INSPECTIONS	125.00
TOTAL FOR: DIXON ENGINEERING, INC.				125.00
10137	DUBOIS-COOPER ASSOC., INC.	1055631	WWTP R & M	1,360.00
TOTAL FOR: DUBOIS-COOPER ASSOC., INC.				1,360.00
10062	GIBSON LABORATORIES, INC.	LX-89086	WTP CHEMICALS	317.77
TOTAL FOR: GIBSON LABORATORIES, INC.				317.77
10413	GR CENTRAL IRON & STEEL INC	264514	CEMETERY SUPPLIES	60.00
TOTAL FOR: GR CENTRAL IRON & STEEL INC				60.00
00225	GRAND RAPIDS COMMUNITY COLLEGE	6/1 - 6/15/2017	TAX DISBURSING	23.96
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE				23.96
02295	GRAYMONT WESTERN LIME INC.	95262	WTP QUICKLIME	6,324.00
TOTAL FOR: GRAYMONT WESTERN LIME INC.				6,324.00
00234	HACH COMPANY	10506148	WTP SUPPLIES	639.96
TOTAL FOR: HACH COMPANY				639.96
10053	HANAH'S FLAG & BANNERS LLC	3264	FLAGS	762.00
TOTAL FOR: HANAH'S FLAG & BANNERS LLC				762.00
10310	HASSELBRING-CLARK	INV83722	COPY MACHINE CONTRACT	437.30
TOTAL FOR: HASSELBRING-CLARK				437.30
00248	HOOPER PRINTING	51848	CITY PERMIT DECALS 17-18	108.85
		51878	POLICE ID BADGES	70.00
TOTAL FOR: HOOPER PRINTING				178.85
02567	IMPACT - A WESLEYAN CHURCH	6/14/2017	CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: IMPACT - A WESLEYAN CHURCH				50.00
00300	KENT COUNTY TREASURER	6/1 - 6/15/2017	TAX DISBURSING	142.30
TOTAL FOR: KENT COUNTY TREASURER				142.30

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Vendor Code	Vendor Name	Invoice	Description	Amount
00303	KENT DISTRICT LIBRARY	6/1 - 6/15/2017	TAX DISBURSING	3.16
TOTAL FOR: KENT DISTRICT LIBRARY				3.16
00302	KENT INTERMEDIATE SCHOOL DIST.	6/1 - 6/15/2017	TAX DISBURSING	64.25
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.				64.25
02209	KERKSTRA PORTABLE, INC.	107244	PORTABLE RESTROOMS - BURCH FIELD	115.00
		107909	PORTABLE RESTROOM - OAKWOOD	75.00
		107910	PORTELABEL RESTROOM - REC PARK	115.00
TOTAL FOR: KERKSTRA PORTABLE, INC.				305.00
01374	LOWELL AREA HISTORICAL MUSEUM	6/1 - 6/15/2017	TAX DISBURSING	3.24
TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM				3.24
00562	LOWELL AREA SCHOOLS	6/1 - 6/15/2017	TAX DISBURSING	111.18
TOTAL FOR: LOWELL AREA SCHOOLS				111.18
00341	LOWELL LIGHT & POWER	2972	DSL ACCESS CHARGES	719.63
		2973	VOIP PHONE PROJECT	4,090.45
		6/16/2017	INSURANCE DIVIDEND	1,048.00
TOTAL FOR: LOWELL LIGHT & POWER				5,858.08
MISC	MALONE, STEVE	6/17/2017	CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: MALONE, STEVE				50.00
MISC	MI HOMETOWN FURNISHINGS	6/22/2017	REFUND ESCROW	270.00
TOTAL FOR: MI HOMETOWN FURNISHINGS				270.00
00434	MICHIGAN RURAL WATER ASSOC.	6/9/2017	MRWA MEMBERSHIP 2017-2018	670.00
TOTAL FOR: MICHIGAN RURAL WATER ASSOC.				670.00
00443	MUNICIPAL CODE CORP.	00289727	ADMIN FEE 2017-2018	250.00
TOTAL FOR: MUNICIPAL CODE CORP.				250.00
10356	NELSON, ERIC	609635	AIRPORT REIMBURSEMENT	40.22
TOTAL FOR: NELSON, ERIC				40.22
00962	OVERHEAD DOOR	220572	DPW DOOR R & M	166.10
TOTAL FOR: OVERHEAD DOOR				166.10

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Vendor Code	Vendor Name	Invoice	Description	Amount
01270	PLUMMERS ENVIRONMENTAL SERVICE	1751808	SEWER LINES R & M	2,292.75
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE				2,292.75
02275	PREP SPORTS CENTRE	359943	HOME PLATES -PARKS	306.00
TOTAL FOR: PREP SPORTS CENTRE				306.00
01905	PRODUCTION TOOL SUPPLY	Z364045	EQUIP FUND SUPPLIES	209.40
TOTAL FOR: PRODUCTION TOOL SUPPLY				209.40
10378	RUESINK, KATHIE	543231/543232	CLEANING SERVICES	540.00
TOTAL FOR: RUESINK, KATHIE				540.00
10276	SPRINT	353302524-159	MONTHLY STATEMENT	252.77
TOTAL FOR: SPRINT				252.77
02354	STANDARD SUPPLY AND LUMBER	2024121	LIBRARY DECK PROJECT	152.82
		2024421	LIBRARY DECK PROJECT	24.58
TOTAL FOR: STANDARD SUPPLY AND LUMBER				177.40
01627	STATE INSTALLATION & SERVICE	18278	ANNUAL INSPECTION & SERVICE OF HOISTS	210.00
TOTAL FOR: STATE INSTALLATION & SERVICE				210.00
02032	STEALTH PEST MANAGEMENT LLC	MAY 2017	PEST CONTROL	170.00
TOTAL FOR: STEALTH PEST MANAGEMENT LLC				170.00
10583	SUEZ WATER ENVIRONMENTAL SVC INC	201730965	PROF SERVICES JUNE 2017	36,276.24
TOTAL FOR: SUEZ WATER ENVIRONMENTAL SVC INC				36,276.24
02473	SUPERIOR ASPHALT, INC.	52313	STREET SUPPLIES	728.75
TOTAL FOR: SUPERIOR ASPHALT, INC.				728.75
10514	SUPPLYGEEKS	523280-0	OFFICE SUPPLIES	119.08
TOTAL FOR: SUPPLYGEEKS				119.08
00628	TERMINAL SUPPLY CO.	31448-00	EQUIP FUND R & M	300.71
TOTAL FOR: TERMINAL SUPPLY CO.				300.71

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10192	TERRA VERDE LANDSCAPING LLC	5012	TOP SOIL/HYDROSEED	1,405.50
TOTAL FOR: TERRA VERDE LANDSCAPING LLC				1,405.50
00630	THORNAPPLE RIVER NURSERY, INC.	10086	WOOD CHIPS	448.00
TOTAL FOR: THORNAPPLE RIVER NURSERY, INC.				448.00
02112	TUCKERTOWN FONGE	90345	RAILING REPAIR - BOAT LAUNCH	125.00
TOTAL FOR: TUCKERTOWN FONGE				125.00
00651	USA BLUE BOOK	274268	WTP SUPPLIES	20.84
TOTAL FOR: USA BLUE BOOK				20.84
10484	VERGENNES BROADBAND	3521-20170616-1	AIRPORT INTERNET	49.99
TOTAL FOR: VERGENNES BROADBAND				49.99
02277	VERIZON WIRELESS	5/13 - 6/12/17	MONTHLY STATEMENT	198.10
TOTAL FOR: VERIZON WIRELESS				198.10
00692	WILLIAMS & WORKS INC.	82287	GENERAL CONSULTATION	216.00
		82291	JEFFERSON ST RESURFACING	20,935.81
TOTAL FOR: WILLIAMS & WORKS INC.				21,151.81
02579	WMCJTC	04254	EMERGENCY DRIVING TRAINING	75.00
TOTAL FOR: WMCJTC				75.00
01295	X-CEL CHEMICAL SPECIALTIES CO.	65593	DPW SUPPLIES	59.00
TOTAL FOR: X-CEL CHEMICAL SPECIALTIES CO.				59.00
TOTAL - ALL VENDORS				119,391.42

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Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	63RD DISTRICT COURT	BOND BENJAMIN DUBRIDGE	500.00	69762
101-000-085.000	DUE FROM LIGHT & POWER	LOWELL LIGHT & POWER	INSURANCE DIVIDEND	1,048.00	69792
101-000-285.004	CREEKSIDE DEPOSIT	IMPACT - A WESLEYAN CHURC	CREEKSIDE PARK DEPOSIT	50.00	69785
101-000-285.004	CREEKSIDE DEPOSIT	MALONE, STEVE	CREEKSIDE PARK DEPOSIT	50.00	69793
101-000-285.004	CREEKSIDE DEPOSIT	ANDERSON, DON	CREEKSIDE PARK DEPOSIT	50.00	69765
Total For Dept 000				1,698.00	
Dept 172 MANAGER					
101-172-850.000	COMMUNICATIONS	SPRINT	MONTHLY STATEMENT	51.79	69803
Total For Dept 172 MANAGE				51.79	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	43.78	69809
101-265-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	186.72	69782
101-265-740.000	OPERATING SUPPLIES	HOOVER PRINTING	CITY PERMIT DECALS 17-18	108.85	69784
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	360.00	69802
101-265-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	50.00	69806
101-265-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	2,273.47	69767
101-265-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENET	3.99	69767
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DSL ACCESS CHARGES	65.63	69792
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	879.30	69773
Total For Dept 265 CITY H				3,971.74	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	311.20	69782
101-276-740.000	OPERATING SUPPLIES	GR CENTRAL IRON & STEEL I	CEMETERY SUPPLIES	60.00	69778
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM - OAKWO	75.00	69789
Total For Dept 276 CEMETE				446.20	
Dept 301 POLICE DEPARTMENT					
101-301-744.000	UNIFORMS	HOOVER PRINTING	POLICE ID BADGES	70.00	69784
101-301-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	1,808.12	69767
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DSL ACCESS CHARGES	65.64	69792
101-301-850.000	COMMUNICATIONS	VERIZON WIRELESS	MONTHLY STATEMENT	158.09	69816
101-301-850.000	COMMUNICATIONS	SPRINT	MONTHLY STATEMENT	71.98	69803
101-301-957.000	TRAINING	WMCJTC	EMERGENCY DRIVING TRAININ	75.00	69818
Total For Dept 301 POLICE				2,248.83	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	MI HOMETOWN FURNISHINGS	REFUND ESCROW	270.00	69794
Total For Dept 400 PLANNI				270.00	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	75.30	69809
101-441-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	DPW SUPPLIES	59.00	69819
101-441-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	935.97	69767
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	MONTHLY STATEMENT	31.93	69772
101-441-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DSL ACCESS CHARGES	65.64	69792
101-441-850.000	COMMUNICATIONS	SPRINT	MONTHLY STATEMENT	51.79	69803
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	18.60	69773
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	25.11	69773
101-441-930.000	REPAIR & MAINTENANCE	OVERHEAD DOOR	DPW DOOR R & M	166.10	69798
Total For Dept 441 DEPART				1,429.44	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	18.60	69773
Total For Dept 747 CHAMBE				18.60	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS	392.00	69812
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTELABEL RESTROOM - REC	115.00	69789
101-751-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOMS - BURC	115.00	69789

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Fund 101 GENERAL FUND					
Dept 751 PARKS					
101-751-930.000	REPAIR & MAINTENANCE	PREP SPORTS CENTRE	HOME PLATES -PARKS	306.00	69800
Total For Dept 751 PARKS				928.00	
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	180.00	69802
101-790-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	69806
101-790-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	194.33	69767
101-790-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DSL ACCESS CHARGES	65.64	69792
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	71.36	69773
101-790-975.000	BUILDING IMPROVEMENTS	STANDARD SUPPLY AND LUMBE	LIBRARY DECK PROJECT	152.82	69804
101-790-975.000	BUILDING IMPROVEMENTS	STANDARD SUPPLY AND LUMBE	LIBRARY DECK PROJECT	24.58	69804
Total For Dept 790 LIBRAR				728.73	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	69806
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	19.32	69773
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSING	3.24	69790
Total For Dept 804 MUSEUM				62.56	
Total For Fund 101 GENERA				11,853.89	
Fund 202 MAJOR STREET FUND					
Dept 450 CAPITAL OUTLAY					
202-450-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	JEFFERSON ST RESURFACING	20,935.81	69817
Total For Dept 450 CAPITA				20,935.81	
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	364.37	69808
202-463-850.000	COMMUNICATIONS	SPRINT	MONTHLY STATEMENT	12.71	69803
Total For Dept 463 MAINTEN				377.08	
Total For Fund 202 MAJOR				21,312.89	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	STREET SUPPLIES	364.38	69808
203-463-850.000	COMMUNICATIONS	SPRINT	MONTHLY STATEMENT	12.71	69803
Total For Dept 463 MAINTEN				377.09	
Total For Fund 203 LOCAL				377.09	
Fund 238 HISTORICAL DISTRICT FUND					
Dept 000					
238-000-880.000	COMMUNITY PROMOTION	BGR INVESTMENTS LLC	HDC GRANT FOR EXTERIOR RE	24,071.00	69769
Total For Dept 000				24,071.00	
Total For Fund 238 HISTOR				24,071.00	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	264.08	69782
248-463-930.000	REPAIR & MAINTENANCE	TERRA VERDE LANDSCAPING L	TOP SOIL/HYDROSEED	1,405.50	69811
248-463-930.000	REPAIR & MAINTENANCE	TUCKERTOWN FONGE	RAILING REPAIR - BOAT LAU	125.00	69813
Total For Dept 463 MAINTEN				1,794.58	
Total For Fund 248 DOWNTO				1,794.58	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-607.002	GAS SALES	ARROW ENERGY, INC.	AIRPORT AV GAS	3,423.24	69766
581-000-740.000	OPERATING SUPPLIES	NELSON, ERIC	AIRPORT REIMBURSEMENT	40.22	69797
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	65.83	69773
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	154.59	69773
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	AIRPORT INTERNET	49.99	69815
Total For Dept 000				3,733.87	

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Fund 581 AIRPORT FUND					
		Total For Fund 581 AIRPOR		3,733.87	
Fund 590 WASTEWATER FUND					
Dept 550 TREATMENT					
590-550-802.000	CONTRACTUAL	SUEZ WATER ENVIRONMENTAL	PROF SERVICES JUNE 2017	36,276.24	69807
590-550-930.000	REPAIR & MAINTENANCE	DUBOIS-COOPER ASSOC., INC	WWTP R & M	1,360.00	69776
590-550-970.000	CAPITAL OUTLAY	LOWELL LIGHT & POWER	VOIP PHONE PROJECT	97.12	69792
		Total For Dept 550 TREATM		37,733.36	
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	PLUMMERS ENVIRONMENTAL SE	SEWER LINES R & M	2,292.75	69799
		Total For Dept 551 COLLEC		2,292.75	
Dept 552 CUSTOMER ACCOUNTS					
590-552-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	MILEAGE FOR METER READING	31.30	69768
		Total For Dept 552 CUSTOM		31.30	
		Total For Fund 590 WASTEW		40,057.41	
Fund 591 WATER FUND					
Dept 000					
591-000-123.000	PREPAID EXPENSES	MICHIGAN RURAL WATER ASSO	MRWA MEMBERSHIP 2017-2018	670.00	69795
		Total For Dept 000		670.00	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP SUPPLIES	639.96	69781
591-570-740.000	OPERATING SUPPLIES	USA BLUE BOOK	WTP SUPPLIES	20.84	69814
591-570-740.000	OPERATING SUPPLIES	THORNAPPLE RIVER NURSERY,	WOOD CHIPS	56.00	69812
591-570-743.000	CHEMICALS	GIBSON LABORATORIES, INC.	WTP CHEMICALS	317.77	69777
591-570-743.000	CHEMICALS	GRAYMONT WESTERN LIME INC	WTP QUICKLIME	6,324.00	69780
591-570-802.000	CONTRACTUAL	ADT SECURITY SYSTEMS, INC	WTP SECURITY- JULY-SEPT 2	108.45	69764
591-570-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	69806
591-570-850.000	COMMUNICATIONS	AT&T	MONTHLY STATEMENT	379.06	69767
591-570-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	DSL ACCESS CHARGES	391.44	69792
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	107.98	69773
591-570-970.000	CAPITAL OUTLAY	DIXON ENGINEERING, INC.	WTP PAINT INSPECTIONS	125.00	69775
		Total For Dept 570 TREATM		8,510.50	
Dept 571 DISTRIBUTION					
591-571-801.000	CROSS CONNECTIONS	WILLIAMS & WORKS INC.	GENERAL CONSULTATION	216.00	69817
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	MONTHLY STATEMENT	40.01	69816
591-571-850.000	COMMUNICATIONS	SPRINT	MONTHLY STATEMENT	51.79	69803
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	16.45	69773
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	MONTHLY STATEMENT	39.41	69773
591-571-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	R & M - BOX BEHIND FIRE D	199.00	69771
		Total For Dept 571 DISTRI		562.66	
Dept 572 CUSTOMER ACCOUNTS					
591-572-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	MILEAGE FOR METER READING	31.30	69768
		Total For Dept 572 CUSTOM		31.30	
		Total For Fund 591 WATER		9,774.46	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-740.000	OPERATING SUPPLIES	LOWELL LIGHT & POWER	VOIP PHONE PROJECT	3,993.33	69792
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	400.00	69763
636-000-801.000	PROFESSIONAL SERVICES	LOWELL LIGHT & POWER	DSL ACCESS CHARGES	65.64	69792
636-000-801.000	PROFESSIONAL SERVICES	BS&A SOFTWARE	TRAINING - RASHID	205.00	69770
636-000-802.000	CONTRACTUAL	HASSELBRING-CLARK	COPY MACHINE CONTRACT	437.30	69783
636-000-802.000	CONTRACTUAL	MUNICIPAL CODE CORP.	ADMIN FEE 2017-2018	250.00	69796
		Total For Dept 000		5,351.27	
		Total For Fund 636 DATA P		5,351.27	

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Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	PRODUCTION TOOL SUPPLY	EQUIP FUND SUPPLIES	209.40	69801
661-895-802.000	CONTRACTUAL	STATE INSTALLATION & SERV	ANNUAL INSPECTION & SERVI	210.00	69805
661-895-930.000	REPAIR & MAINTENANCE	TERMINAL SUPPLY CO.	EQUIP FUND R & M	300.71	69810
Total For Dept 895 FLEET				720.11	
Total For Fund 661 EQUIPM				720.11	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSING	61.80	69786
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSING	3.16	69787
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSING	111.18	69791
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSING	80.50	69786
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSING	64.25	69788
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSING	23.96	69779
Total For Dept 000				344.85	
Total For Fund 703 CURREN				344.85	

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Fund Totals:

Fund 101	GENERAL FUND	11,853.89
Fund 202	MAJOR STREET FUN	21,312.89
Fund 203	LOCAL STREET FUN	377.09
Fund 238	HISTORICAL DISTR	24,071.00
Fund 248	DOWNTOWN DEVELOP	1,794.58
Fund 581	AIRPORT FUND	3,733.87
Fund 590	WASTEWATER FUND	40,057.41
Fund 591	WATER FUND	9,774.46
Fund 636	DATA PROCESSING	5,351.27
Fund 661	EQUIPMENT FUND	720.11
Fund 703	CURRENT TAX COLL	344.85

119,391.42



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 30, 2017
TO: Michael T. Burns, City Manager *MB*
FROM: Rich LaBombard, *RL*
Director of Public Works
RE: Reconfiguration of Broadway Street

As part of the City's SAW Grant program and infrastructure improvements, I am requesting consensus from the City Council to reconfigure Broadway Street and reorienting the city-owned parking lot located on the southwest intersection of Broadway and Main Street. The proposed reconfiguration of Broadway Street will create a new parking layout and enhance the 300 block of West Main. The proposed reconfiguration has been presented to King Milling and their comments will be incorporated into the final design if approved by City Council.

The benefits of the proposed layout are:

- Reduced vehicle conflicts at the Broadway and Main intersection
- Enhanced appearance of a City owned parking lot better integrated into the DDA
- Create a more functional parking lot with better flow in and around the lot
- Less semi traffic at the Broadway and Main intersection
- Accommodate a larger truck turning area for King Milling

Potential drawbacks to the proposed layout are:

- No thru traffic on Broadway between Ottawa and Main Street
- Eliminate the cut thru around the Hudson and Main intersection

Other issues:

- King Milling truck traffic will have to enter exclusively from the south on Broadway Street thru the existing fairgrounds. DPW will evaluate with the County the potential to have an actuated traffic signal at Bowes and Hudson to accommodate King Milling truck traffic and left turns onto Hudson. There will be a cost for this improvement, but it could be beneficial for east bound Bowes traffic as well.
- DPW will evaluate the vacation of Broadway Street between Ottawa and the railroad tracks with a permanent utility easement. The vacated street would become the property of adjacent property owners—in this case, King Milling.
- DPW would approach the DDA to consider sharing in the cost of the landscape improvements if City Council wishes to move forward
- DPW will continue to work with MDOT for a left turn signal on Main Street to relieve afternoon traffic backups at the Main and Hudson intersection.

I am not recommending action at this time. However, I would like to gather consensus from the City Council to see if they are interested in moving forward on this project.

June 29, 2017
2160637

Mr. Mike Burns
City of Lowell
301 East Main Street
Lowell, MI 49331

RE: Reconfiguration of City Parking Lot on Broadway Street

Dear Mike:

In accordance with the Council's approval of the recent infrastructure improvement bond proposal, the following projects were intended to be financed by the bond:

1. Replacement of the Main Lift Station
2. Replacement of the Valley Vista Lift Station
3. New trunk sewer across the fairgrounds area
4. New trunk sewer in Broadway Street and connection to the new fairgrounds trunk sewer
5. New water main in Broadway Street and Bowes Street
6. Reconstruction of Broadway Street

To date, the work on the two lift station replacements and fairgrounds trunk sewer has been completed. We are in the process of designing the sewer/water in Broadway and are working on the reconstruction design for Broadway Street.

As part of the street design, we have been coordinating with City staff and King Milling regarding current truck traffic patterns, optional truck traffic patterns, public use of Broadway Street, and the functionality of the City parking lot at the north end of Broadway. Although discussions on the overall trucking patterns continue, we have developed a new configuration for the City parking lot which addresses several issues. Please note that the parcel on which the City lot is located has been identified as contaminated and so must remain capped with some type of pavement surface (except for some allowable landscaping). We have attached a site plan of the existing conditions and photographs which illustrate the following issues:

1. Parking spaces along the east side of Broadway are shorter than standard spaces which results in parked vehicles extending into the traffic lane on Broadway.
2. The area of Broadway just north of the RR tracks is used as a turning/maneuvering area for King Milling trucks. This is a dangerous area for passenger vehicles who try to use that segment of roadway (many people use Broadway as a cut through to avoid the Hudson Street light).
3. Semi-trucks turning off and onto Main Street inhibit Main Street traffic flow and put significant stress on the pavement.

4. The parking lot has several spaces in the lot corners with inadequate space for backing/turning.
5. The Southwest corner of Main/Broadway is congested with the parking lot corner, fire hydrant, ADA sidewalk ramp, and power pole.

We have attached a proposed reconfiguration of the parking area and north end of Broadway Street which offers the following benefits:

1. Eliminates the semi-truck turning at the Main/Broadway intersection.
2. Increases passenger car safety by eliminating the cut-through traffic which tries to bypass the Hudson Street signal.
3. Allows for a cleaner/less congested sidewalk arrangement and connection to Main Street.
4. Provides the same number of standard parking spaces and creates a city parking lot that is more integrated with Main Street and the DDA area.

The total project cost for the parking lot, including removals, replacements, and improvements is approximately \$128,000. However, some of the removals/replacements were planned as part of the sewer/water improvements. Additionally, some of the costs were included in the current bond financing. Given those considerations, the proposed financial breakdown is as follows:

- \$36,000 - Broadway Utility Project (through the current bond)
- \$60,000 - City Direct Funding (through the current bond)
- \$32,000 - DDA (landscaping, irrigation, fencing)

If you have any questions or require additional information, please give us a call. We look forward to presenting the information to Council for their consideration.

Sincerely,

Prein&Newhof



Brian G Vilmont, P.E.

cc: Mr. Rich LaBombard – DPW Director
Mr. John VerPlank, P.E. – P&N

bgv

Lowell Broadway Street



Lowell Broadway Street



Lowell Broadway Street

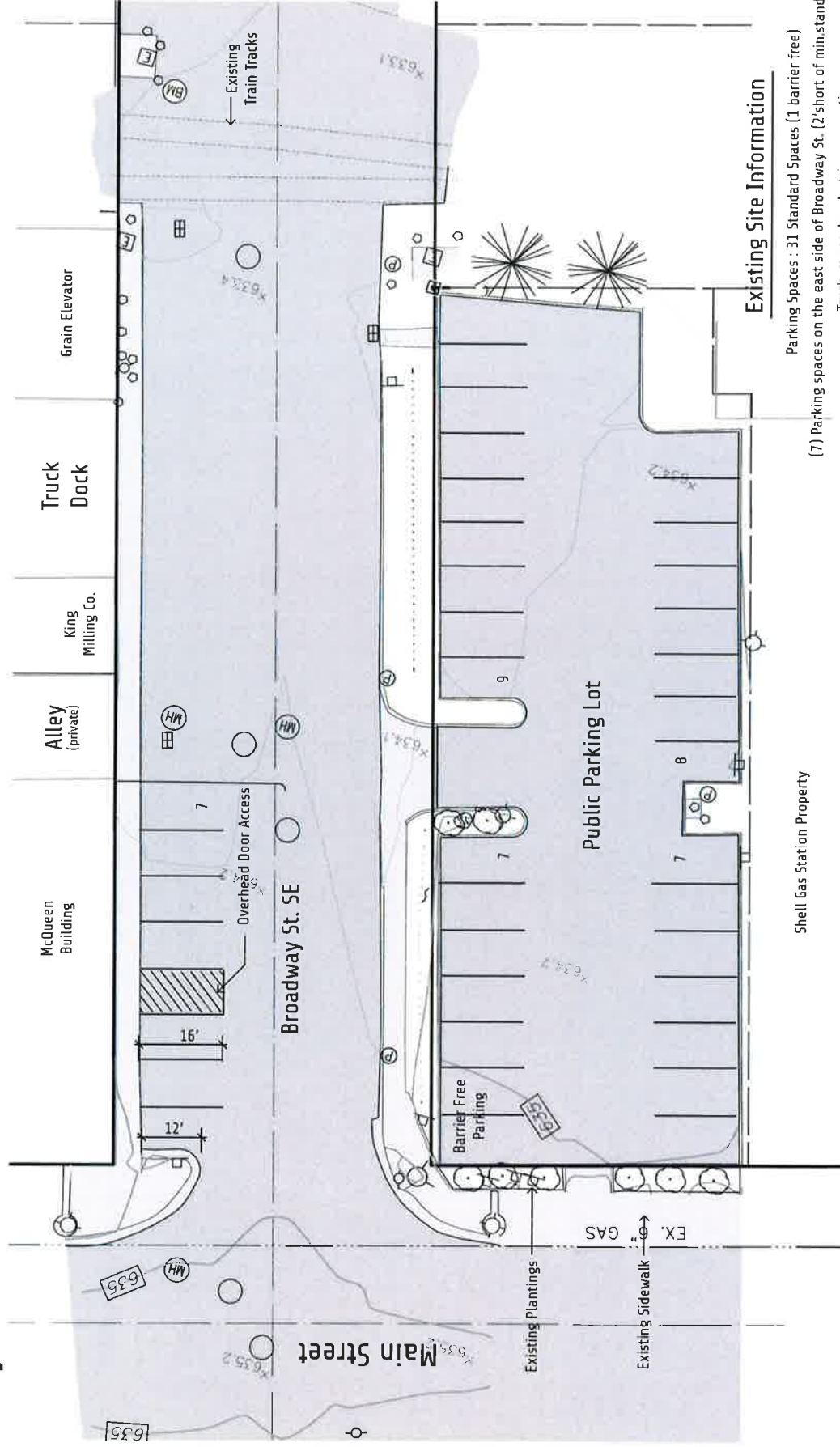


Lowell Broadway Street



Lowell Broadway Street





Existing Site Information

- Parking Spaces : 31 Standard Spaces (1 barrier free)
- (7) Parking spaces on the east side of Broadway St. (2' short of min.standard)
- Truck, car and pedestrian congestion
- Train Tracks at south end close road temporarily
- Landscape improvements to parking lot
- Truck turning movements from and into Main St.



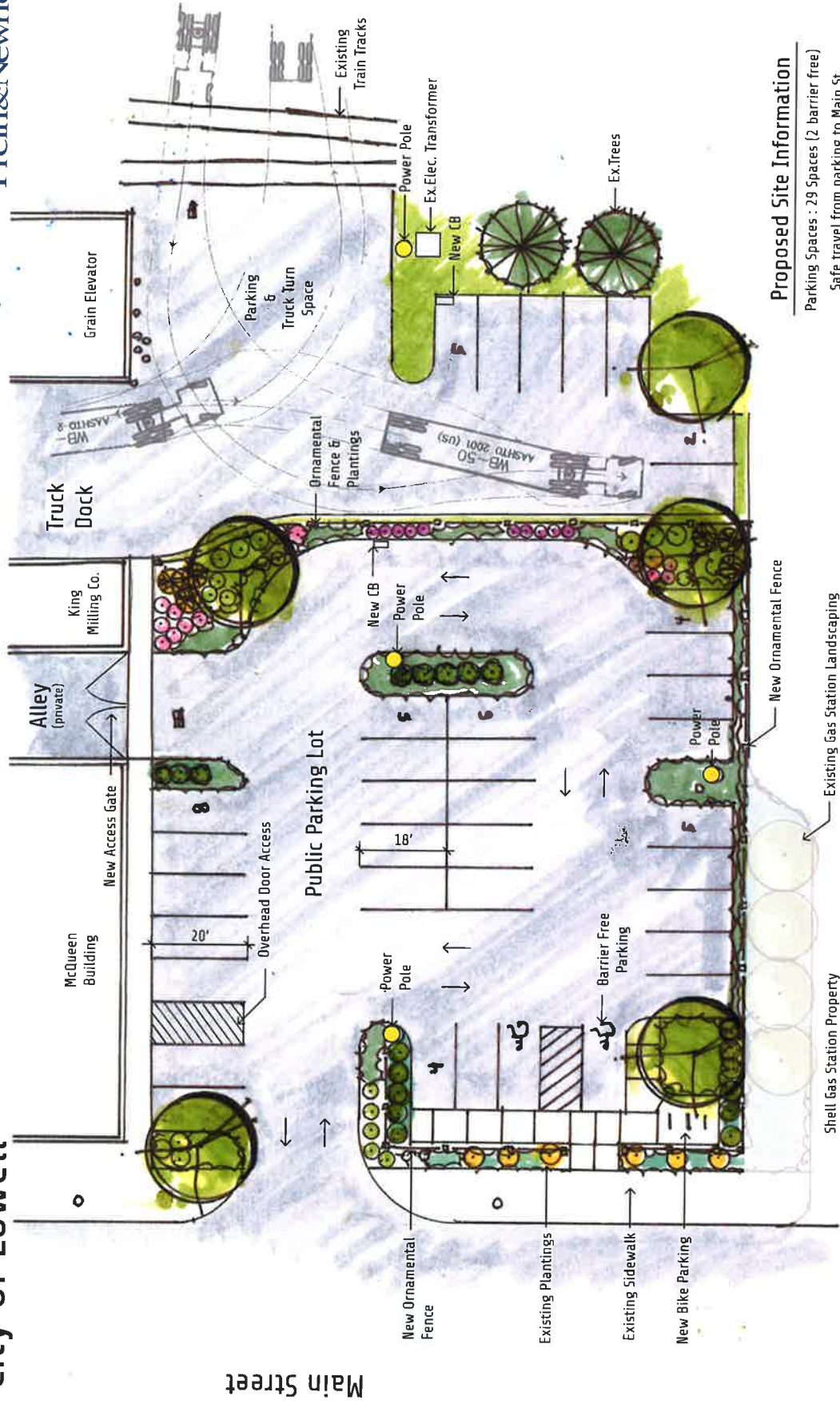
Broadway and Main Street Public Parking Lot

1"=20'

Existing Site Plan

2017

#2160637



Proposed Site Information

Parking Spaces : 29 Spaces (2 barrier free)
Safe travel from parking to Main St.
Maintains truck turning movements

Ornamental Fence for site control and aesthetics
Trees and landscaping for softening, beauty, and visual control



Broadway and Main Street Public Parking Lot

City Council
7/05/2017

Proposed Site Plan

1"=20'

#2160637



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 29, 2017
TO: City Manager Michael Burns MB
FROM: City Clerk Susan Ullery su
RE: New Voting System from Dominion Voting, Inc.

City Council approval is necessary for the City of Lowell to apply to the Secretary of State for a grant to purchase a new voting system from Dominion Voting, Inc. which includes precinct tabulators, Absent Voter Counting Board (AVCB) tabulators, accessible voting devices for use by individuals with disabilities, and related Election Management System (EMS) software. Full funding for the new voting system will be provided by the State, and will include a combination of Federal Help America Vote Act and State-appropriated funds.

Recommended Motion: That the Lowell City Council approves Resolution 19-17 and authorize City Clerk Susan Ullery to submit this Grant Application on behalf of the City of Lowell, Kent County.

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

RESOLUTION NO. 19-17

**RESOLUTION TO APPLY TO THE SECRETARY OF STATE FOR A GRANT TO PURCHASE A
NEW VOTING SYSTEM FROM DOMINION VOTING, INC.**

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

WHEREAS, the City of Lowell City Council wishes to apply to the Secretary of State for a grant to purchase a new voting system from Dominion Voting, which includes precinct tabulators, Absent Voter Counting Board (AVCB) tabulators (if applicable), accessible voting devices for use by individuals with disabilities, and related Election Management System (EMS) software.

WHEREAS, full funding for the new voting system will be provided by the State, and will include a combination of Federal Help America Vote Act and State-appropriated funds.

WHEREAS, the City of Lowell plans to begin implementation of the new voting system in 2017.

WHEREAS, "First Use" will occur in the November 2017 Election.

NOW, THEREFORE, BE IT RESOLVED that the City of Lowell Clerk is authorized to submit this Grant Application on behalf of the City of Lowell, Kent County on this day of July 5, 2017.

YES: Councilmembers _____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: July 5, 2017

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 July 5, 2017, 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: July 5, 2017

Susan Ullery, City Clerk

**State Of Michigan
Michigan Department of State
And
Kent County
City of Lowell
Help America Vote Act (HAVA) Grant Agreement
Voting System Hardware, Firmware and Software
RE: Master Contract
071B7700117 - Dominion Voting Systems, Inc.**

This Grant Agreement is the mechanism by which Counties, Cities, and Townships apply to the State of Michigan to receive Federal HAVA and State-appropriated funded voting systems, including optical scan tabulators, accessible voting devices and Election Management System (EMS) software, pursuant to the Federal Help America Vote Act (HAVA) of 2002.

Definitions:

"Contractor" means the voting system vendor selected by the county.

"County" means any county within the State of Michigan.

"Department" means the Michigan Department of State.

"Grantee" means the county or local jurisdiction entering into this *Grant Agreement*.

"Local Jurisdiction" means any city or township within the State of Michigan.

"Voting Systems" means optical scan tabulators, accessible voting devices (for use by voters with disabilities), and EMS software (as applicable) acquired by the counties and local jurisdictions statewide and funded by State-appropriated and Federal HAVA funds.

1. Period of Agreement

The *Grant Agreement* process applies to voting system purchases occurring between March 1, 2017 and April 30, 2018.

2. Program, Budget and Agreement

This *Grant Agreement* is to establish a grant program to use State-appropriated and Federal HAVA funds to acquire and implement replacement voting systems throughout the state. Each county, with the involvement of the local jurisdictions within the county, will select one Contractor for the entire county and will develop a countywide implementation plan to replace its voting systems.

Once the county certifies its Contractor selection to the Department, the county will provide the Department with its implementation plan for individual local jurisdictions participating in each planned purchasing phase. The Department will verify the number of voting systems authorized for purchase using State-appropriated and Federal HAVA funds. If changes are required after the *Grant Agreement* is signed and approved, instructions for amending the *Grant Agreement* will be provided and the Grantee will be required to enter into a new *Grant Agreement*.

This grant program only covers the acquisition and implementation of the voting system selected by each county, and the individual voting system components which will be funded utilizing available State-appropriated and Federal HAVA funds. Approved quantities of each voting system component have been determined by the Department and are listed in Section 15 of this *Grant Agreement*.

The Michigan Department of Technology, Management and Budget has entered into a Master Contract with each approved Contractor, which has established maximum statewide prices for each voting system component. The Department has established the available level of grant funding for each component of each Contractor's voting system. State-appropriated and Federal HAVA funding provided via this *Grant Agreement* covers the purchase of the voting system, the software license fee for the EMS software for the full 10-year contract term, and the *initial* service and maintenance period for all components (which covers the acquisition year, plus 4 additional years). The Master Contract includes an *extended* service and maintenance period beyond the *initial* service and maintenance period, for an additional five-year period. Costs for the *extended* service and maintenance period and other additional costs, if any, are the sole responsibility of each individual county / local jurisdiction.

All Contractors will be required to enter into a "purchase agreement" with each local jurisdiction and county in those counties that have selected that Contractor. Typically, this document is the purchase agreement provided by the Contractor. The terms and conditions of the local purchase agreements shall not contradict the Master Contract. The terms of the Master Contract will supercede any conflicting terms in the local purchase agreements.

Each Contractor will enter into a software license agreement with each county and any local jurisdictions that receive EMS. The license agreement shall not contradict any terms contained in the Master Contract. The terms of the Master Contract supercede any conflicting terms in the license agreement.

The Department will initiate voting system orders at the county level, once all *Grant Agreements* for the county are submitted and approved for the designated purchasing phase. Once voting systems have been delivered, tested, and accepted by each Grantee in the county for the designated purchasing phase, the Department will release the State/HAVA funds to the Contractor.

3. General

The individual submitting the *Grant Agreement* must have the proper authority to do so, and must certify in Section 16 of this *Grant Agreement* that this authority has been granted. Examples of authority include, but are not limited to, a resolution from the Board of County Commissioners, City Council or Township Board authorizing the individual submitting the *Grant Agreement* to execute the *Grant Agreement* on behalf of the county, city, or township.

4. Performance

Each Grantee will certify and sign the *Grant Agreement* and forward it to the Department per the instructions provided. The Department will review and, once approved, will provide the Grantee with a copy of this fully-executed *Grant Agreement*, which will serve as Notice of the Grant Award. The Department will initiate equipment orders directly with the Contractor, and will provide the Grantee with the *Acceptance Certificate & Payment Authorization Form*, which must be submitted by the Grantee to the Department within 10 business days of voting system delivery. This form indicates acceptance of equipment and payment authorization.

The Grantee is responsible for overseeing its contractual agreement with the Contractor and is responsible for ensuring Contractor performance. Any subsequent malfunction or performance issue with the voting system must be addressed by the Grantee directly with the Contractor. The Grantee is responsible for maintaining any and all Contractor performance records. The Grantee has the sole responsibility to verify Contractor compliance with delivery dates, terms and conditions of delivery, and equipment verification and testing in accordance with the statewide Master Contract for the Grantee's selected Contractor. The Grantee will be solely responsible for additional costs incurred that are not covered by service, maintenance and warranty provisions in the Master Contract.

Grant funding is not provided for the purchase of additional ("backup") voting systems. The Grantee will be responsible for developing and implementing a backup strategy to ensure continued operation on Election Day, in the event of voting system failure in any individual precinct.

5. Testing, Acceptance and Payment

1. Successful acceptance testing of the voting system shall be completed within 10 business days from the date of delivery.
2. Upon completion of all acceptance testing, the Grantee must complete the State-issued *Acceptance Certificate & Payment Authorization Form* and forward the completed form to the Department.
3. This form will indicate the date of delivery, successful completion of acceptance testing, and will provide authorization to the Department to release funds to the Contractor.
4. Payment to the Contractor shall be made in accordance with the Master Contract with the Grantee's selected Contractor.

6. Ownership of Equipment and Software Purchases: Title

Any voting system purchased pursuant to this *Grant Agreement* is the property of the Grantee.

7. Optional Purchases

If the Grantee desires to purchase additional items beyond those authorized in this *Grant Agreement*, it may do so at its sole expense, outside of this *Grant Agreement*. No State or HAVA funds will be available for such purchases. Prices established via the Master Contract are extended to counties and local jurisdictions by the Contractors for these purposes.

8. Records Maintenance/Retention

The Grantee will maintain a complete set of records and files related to the ordering, delivery, testing, maintenance, and repairs of voting systems. The Grantee shall assure all the terms of this *Grant Agreement* are adhered to and that records and detailed documentation regarding this grant shall be maintained for a period of not less than six (6) years from the date of Contract termination, the date of submission of the final expenditure report or until any litigation and audit findings have been resolved, whichever is later.

9. Management Requirements

Grantee must maintain property records that include a description of the property; a serial number or other identification number; acquisition date; cost of the property; location, use and condition of the property; and any ultimate disposition data including the date of disposal and sale price of the property (if any). Grantee must also maintain records showing 71% Federal participation in the cost of the property.

Grantee must perform a physical inventory of the property and reconcile the results with the property records at least once every two years.

Grantee must develop a control system to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft shall be investigated by the Grantee and reported to the Department.

Grantee must develop adequate maintenance procedures to keep the property in good condition. Grantee agrees to maintain extended service and maintenance coverage for the voting system in years 6-10 of the Master Contract, after the expiration of the initial service and maintenance period. If the Grantee fails to maintain extended service and maintenance coverage for the full Contract period, the Department may require Grantee to pay the Department the full amount of voting system grant funds paid to the vendor for the Grantee's county, city or township.

10. Disposition.

When the voting system acquired under this grant is no longer needed, the Department must be notified. Disposition of the equipment will be made as follows:

- Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained, sold or otherwise disposed of with no further obligation to the Department.
- Disposition of EMS software must follow the terms of the Contractor's Software License Agreement.

11. Authorized Access

The Grantee will permit, upon reasonable notification and at reasonable times, access to all records regarding this *Grant Agreement* by the Department and other representatives duly authorized by State or Federal law.

12. Mandatory Conditions

A. Statutory or Regulatory Requirements

The Master Contract for the Grantee's selected Contractor must be incorporated and made a part of the ensuing contract between the Grantee and the Contractor, as a condition for grant approval. The Grantee will comply with applicable Federal and State laws, guidelines, rules and regulations in carrying out the terms of this *Grant Agreement*.

Laws

This is a State of Michigan *Grant Agreement* and is governed by the laws of the State of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the State of Michigan.

Funding

This *Grant Agreement* is subject to and contingent upon the availability and appropriation of Federal funds and any necessary State appropriation.

Costs

The State will not assume any responsibility or liability for costs incurred in relation to this grant.

Cancellation

The Department may cancel the *Grant Agreement* upon failure to comply with the terms of this grant.

Entire Agreement

The *Grant Agreement* shall represent the entire agreement between the State and Grantee and supercedes any prior oral or written agreements, and all other representations between the parties relating to this subject. The State reserves the right to require counties and local jurisdictions to attend required training sessions with regard to new equipment purchases made under HAVA.

Adherence to Terms

The failure of a party to insist upon strict adherence to any term of this *Grant Agreement* shall not be considered a waiver or deprive the party of the right thereafter to insist upon strict adherence to that term, or any other term of the *Grant Agreement*.

B. Other

Additional terms and conditions may be negotiated in the contract between the Grant Applicant and the Contractor as long as they do not conflict with the required terms and conditions of this *Grant Agreement* and Master Contract with the Grantee's selected Contractor.

13. Administration of Agreement

The Grant Manager on behalf of the Department for this *Grant Agreement* and the final *Grant Agreement* will be:

Jeremy Lange, Office of Financial Services
Michigan Department of State

All questions, comments and correspondence regarding this grant process, the *Grant Agreement* and the final *Grant Agreement* must be submitted in writing to the Grant Manager.

14. Completed Agreement

In order to complete this *Grant Agreement*, it must be filled out in its entirety by completing all indicated fields* below, and must be signed by the individual authorized by the county or local jurisdiction to enter into this agreement. The signed grant must be scanned and submitted electronically via the Elections eLearning Center.

15. Voting Systems Authorization

Note: Grant Applicant to fill in all fields indicated (*) below:

This *Grant Agreement* is between the Michigan Department of State and:

Kent County
City of Lowell

*Grant Manager for County, City, or Township (point of contact for the State):

*Name	Susan Ullery
*Title	City Clerk
*Office Address	301 E. Main St. Lowell, MI. 49331
*Office Phone	616-897-8457
*Office Email Address	SUllery@ci.lowell.mi.us

Authorized Voting System Component Totals:

Number of Precinct Tabulators Authorized for State-Federal Funding:	2
Number of Absent Voter Counting Board Tabulators Authorized for State-Federal Funding: (funded at precinct tabulator price) *	0
Number of Accessible Voting Devices Authorized for State-Federal Funding:	1
EMS Software Authorized for State-Federal Funding:	No None

16. Special Certification/Signature

The following signatory certifies that the person signing is authorized to sign and enter into this *Grant Agreement*. Further, the signatory has reviewed and agrees to the conditions as outlined in this *Grant Agreement*, and has personally examined and is familiar with the information submitted here, as well as the requirements of the Help America Vote Act, under which this grant has been submitted.

For the COUNTY OR LOCAL JURISDICTION:

*Name: _____

*Title: _____ *Date: _____

*Signature

For the STATE OF MICHIGAN, DEPARTMENT OF STATE:

Cindy Paradine, Director, Office of Financial Services

Signature

Date



**LOWELL CITY COUNCIL
MEMORANDUM**

DATE: June 29, 2017
TO: Mayor DeVore and the City Council
FROM: Michael T. Burns, City Manager *MB*
RE: Riverwalk Festival Street Closure Request

The Lowell Area Chamber of Commerce has requested to close Avery Street, west of Monroe Street, beginning on Thursday, July 6, 2017, at 6 a.m. through Saturday, July 8, 2017 ending at 9 p.m. for the purpose of food concessions; and to close Avery Street, east of Monroe to Jefferson Street and Washington Street, north of Main to the Lowell Area Schools Parking Lot, Saturday, July 8 beginning at 6 a.m. to 4 p.m. for the Riverwalk Cruise-in.

Recommended Motion: That the Lowell City Council approve the street closures.



May 17, 2017

Mayor DeVore and Members of the City Council

23rd Annual Riverwalk Festival, 2017 - Thursday July 6, Friday July 7 & Saturday July 8

This year's three-day event will be held on July 6, 7 & 8 and offers so many activities for you and your family to enjoy. Check out our schedule below and visit our website at www.riverwalkfestival.org.

FESTIVAL HOURS and HIGHLIGHTS:

Thursday

- 12-5pm Lowell Area Farmers' Market / Purchase State Farm Duck Raffle Tickets
- 5-7pm Addorio Technologies' Pig Roast
- 5-7pm Special appearance from Batman and his Bat Mobile
- 7-9pm Live Entertainment Featuring Gunnar & the Grizzly Boys

Friday

- 5-7pm Street Entertainers / Historic Pontoon Tours / *New! Special Visit by Batman!*
- 5-9pm Arts & Crafts and Re-found Treasures / Grilling & Chilling on Avery Street / Purchase State Farm Duck Raffle Tickets / Englehardt Friends of the Library Used Book Sale *New! Ninjas on the Move Sports for Kids*
- 7-9pm Live Entertainment Featuring The Bronk Bros

Saturday

- 8am Registration begins for Run the Riverwalk 5K
- 8am-2pm Riverwalk Cruise-in (classic cars)
- 10am Royal Brunch sponsored by Kent County Youth Fair / Bill & Paul's Kayak, Canoe, SUP Race
- 10am-4pm Pink Arrow Kidz Zone / *New! Ninjas on the Move Sports for Kids*
- 10am-12pm Open Mic Local Entertainment
- 10am-5pm Arts & Crafts and Re-found Treasures / Grilling & Chilling on Avery Street/ Englehardt Friends of the Library Used Book Sale
- 11am-4pm Kayak Fun for All
- 12pm From the Heart" Parade
- 1pm-4pm Open Mic Local Entertainment
- 1:30-5pm Historic Pontoon Tours
- 7pm Lowell Ministry Alliance Community Worship Service on the Riverwalk
- 10:15pm Annual Laurels of Kent Fireworks

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

- Request permission to close Avery Street west of Monroe, Thurs, July 6 beginning at 6 am through Saturday, July 8, 9:00 pm for the purpose of food concessions
- Request permission to close Avery Street, east of Monroe to Jefferson St and Washington Street, north of Main to the Lowell Area Schools Parking Lot, Saturday, July 8 beginning at 6:00 am to 4:00 pm for the Riverwalk Cruise-in

Sincerely,

Executive Director
Lowell Area Chamber of Commerce



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: June 29, 2017

TO: Michael Burns *MB*

FROM: Suzanne Olin *SO*

RE: Preferred Vendor

During the audit review of procurement procedures, the auditors noticed an instance where the purchasing policy bid requirements were not followed for a purchase that exceeded the bid threshold of \$5,000.00. An explanation was provided by management that the purchase was from a preferred vendor. Please see the attached purchasing policy, item "i" which will allow, in certain instances, the City to purchase from preferred vendors.

Recommended Motion: That the Lowell City Council approves the revised purchasing policy adding section "i" that allows a provision for preferred vendors.



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

BIDDING AND PURCHASING POLICY

- (a) All purchases of materials, supplies or services in an amount of more than ten thousand dollars (\$10,000.00) must be competitively bid with sealed bids and submitted to the city council for approval. Notification of competitive bids shall be published in a local and/or area newspaper or on the home page of the city website. Purchases of materials, supplies or services shall not be separated so as to avoid the competitive bidding process. In the event no bids are received or all bids are rejected, city council may, after stating the reasons therefor, direct the city manager to make the purchase in the open market without bids.
- (b) All purchases of budgeted materials, supplies or services in amounts between five thousand dollars (\$5,000.00) and ten thousand dollars (\$10,000.00) may be made without competitive bids, but shall be made upon (i) obtaining at least three (3) vendor quotes and (ii) approval of the city manager. If at least three (3) vendor quotes cannot be secured, a written explanation shall be filed with the city treasurer along with the invoice for payment.
- (c) All purchases of budgeted materials, supplies or services in amounts between two thousand dollars (\$2,000) and five thousand dollars (\$5,000) may be made without competitive bids, but shall be made upon (i) obtaining at least three (3) vendor quotes and (ii) approval of an appointed department head. If at least three (3) vendor quotes cannot be secured, a written explanation shall be forwarded to the city manager and filed with the city treasurer along with the invoice for payment.
- (d) All purchases of budgeted materials, supplies or services in amounts less than two thousand dollars (\$2,000) may be made without competitive bids or quotes upon approval of an appointed department head, however, every effort must be made to obtain the best price.
- (e) All purchases of unbudgeted materials, supplies or services may be made by the city manager upon approval of the city council. At least three (3) vendor quotes shall be obtained for amounts between two thousand dollars (\$2,000) and ten thousand (\$10,000) dollars. If at least three (3) vendor quotes cannot be secured, a written explanation shall be forwarded to the city manager and the city council and filed with the city treasurer.
- (f) If two (2) or more qualified local vendors are located in the city or the surrounding area, the requirement of obtaining competitive bids or quotations may be limited to such local vendors upon prior approval of the city manager.
- (g) The city reserves the right at any time to accept, reject or modify all or portions of competitive bids or quotes or to select a vendor other than the vendor providing the lowest bid, quote or price when it deems it would otherwise be in the best interests of the city.
- (h) The competitive bidding or quotation requirements of this section may be waived by majority votes of the city council where there is a sole supplier or other conditions exist which inhibit the bidding or quotation process.

(i) The City Manager shall not fail to use appropriate methods including soliciting and considering alternative products and services from alternative qualified competitive vendors except in circumstances when seeking competitive quotes, proposals or bids is impractical or unjustifiable due to:

- A. The limitation of qualified vendors serving the market or products meeting the specific requirements.
- B. Reasonable uncertainty that competitive vendors can be relied upon to meet the required delivery or project schedules.
- C. Known or perceived disparities in the skill, knowledge, integrity, experience, judgment or performance of specific vendors.
- D. The existence of specialized requirements, including fit, function, size, weight, specification, durability or compatibility for the intended purpose.
- E. Known and meaningful material differences in quality, performance, repair history, reputation, warranty, contract terms, reliability, customer support or compatibility of the product or service.
- F. The additional administrative time and related costs (for the comparative/ competitive process) would be unjustified and foreseeably exceed any material savings that may be gained.

Adopted: November 19, 2012

Revised: July 5, 2017

APPOINTMENTS

Arbor Board

Vacancy – (Melissa Spino currently serving)

06/30/2017

Local Officers Compensation Commission

Vacancy – (Barb Vezino currently serving)

06/30/2017