

To: Mayor Hodges and the Members of the City Council

From: David M. Pasquale

SUBJECT: Agenda for the Monday, March 7, 2011 Meeting

1. Call to order, pledge of allegiance, roll call.
2. Approval of the Agenda.
3. Approval of the regular minutes of the February 22, 2011 meeting.
4. Approval of the Accounts Payable
5. Citizens' comments for items not on the agenda.
6. Old Business
 - a) Streets, sidewalks plan – City Council work session was held last Monday, January 31.
 - b) Wastewater Treatment update – To schedule door to door survey to determine where sump pumps are. Certified mail has been sent to a list of residents who City knows are pumping ground water. Ads in the Ledger, Buyers Guide, Cable TV and City web site will be provided. Four residential meters to monitor flow have been established.
 - c) Amphitheater renovations – Parks and Recreation Master Plan update was completed and approved by the State to qualify for grant assistance. A survey delineating ownership has also been finished. A design charette (getting citizen input) for riverbank improvements was successfully carried out by Design Plus, Inc. on Thursday, January 13. At the Downtown Development Authority meeting of February 17, the Boardmembers recommended purchase of the amphitheater property from Lowell Area Schools for \$25,000. Also, the amphitheater riverfront design was approved along with an allocation of \$50,000 toward the project. At its January 11, 2011 meeting, the Lowell Area Community Fund provided \$50,000 in addition to this task. The Council, at its February 22 meeting approved the purchase of Lowell Area Schools property within the amphitheater area at a cost of \$25,000 as recommended by the DDA.
 - d) Website upgrade – ten website proposals have been received. On January 25 the committee had three web site firms provide presentations. The Committee met on February 1 and February 8. At the February 22 meeting, the City Council approved the selection of i2Integration to perform the web site upgrade at a cost of \$14,529.98.
 - e) Consumers Energy – sidewalk report – under review.
 - f) Video coverage of public meetings – update.
 - g) Capitalization asset threshold – a resolution will be provided at the March 21, 2011 meeting.
7. Authorization to close Main Street from Hudson to Division Streets on Monday, July 4 – West Michigan Stage Three Bicycle Race. As noted in the attachments, Brian Bangma of the Grand Rapids Bicycle Company wishes to utilize Main Street from Division to Hudson for a section of the West Michigan Stage Three Bicycle Race on Monday, July 4. Thus, the street would be closed from 6 a.m. to 3 p.m.

Police Chief Hinton has examined the route and street closure. He noted the relatively low traffic volume during Independence Day and his willingness to work with the promoters.

I recommend the closure be granted subject to any approvals from the Michigan Department of Transportation and the Kent County Road Commission.

8. Update on Energy Savings Improvements. DPW Director Dan DesJarden has prepared a report on energy saving improvements for various City facilities. The report covers the Department of Public Works Building, the downtown lighting (DDA) as well as public street lighting.

A brief presentation will be carried out at the meeting.

9. Purchase of hand held water meter reading equipment. In order to be more efficient, Water Distribution Supervisor Bob Robinson has proposed the purchase of water meter reading equipment. These devices are compatible with the Neptune meters the City has as well as the BS&A Customer Billing software. Other readers would require substantial changes with meters and billing software.

Robinson proposes the purchase of the hand held system through Michigan Meters, Inc. at a cost of \$14,194.09 allocated through the Water Fund. Michigan Meter is the only vendor in the area to provide this system.

10. Application to the Michigan Department of Natural Resources Trust Fund for improvements to the downtown riverwalk area – conduct public meeting (3/21). As discussed previously, efforts have started to improve the old amphitheater site with additional walkways, a canoe/kayak launch, a new boat/fishing dock and new riverfront open space as well as demolition of the existing amphitheater. The cost is estimated at \$450,000.

Local funding has been secured through grants from the Lowell Area Community Fund and Downtown Development Authority of \$50,000 each. An application to the LCTV Endowment Fund of \$50,000 will be made.

An application to the Michigan Department of Natural Resources Trust Fund for \$300,000 will be submitted by the deadline of April 1. As part of the process, a public meeting at the Council meeting of March 21 needs to be established.

11. Council Reports and Comments.

Andrew Schrauben	Lowell Airport Board Parks and Recreation Commission Lowell Area Recreation Authority
Maryalene LaPonsie	Planning Commission Zoning Board of Appeals Lowell Area Fire and Emergency Services Authority
Jeff Altoft	Board of Review Downtown Development Authority
Sharon Ellison	Arbor Board LCTV Endowment Board

Jim Hodges Lowell Light and Power
Chamber of Commerce Board of Directors
Look Memorial Fund

Commissions without Downtown Historic District Commission
Representatives: Construction Board of Appeals
Building Authority
Local Officers Compensation Commission

12. City Manager's Report. Attached.

13. Appointments. The following boards or commissioners positions need appointment or reappointment.

		<u>Terms Expires</u>
Board of Review		
Alternate Position	appointment	
Planning Commission		
Vacancy (Barb Brown's resignation)	appointment	06/30/2013
Vacancy (Amy Hayes' resignation)	appointment	06/30/2011
LCTV Endowment Fund Board		
Vacancy (Dan Brubaker's resignation)	appointment	12/31/2013

14. Adjournment.