

CITY OF LOWELL
MICHIGAN
CITY COUNCIL
AGENDA

FOR THE REGULAR MEETING OF THE LOWELL CITY COUNCIL
TUESDAY, FEBRUARY 22, 2011, 7:30 P.M.

AT
LOWELL CITY HALL
CITY COUNCIL CHAMBERS
SECOND FLOOR
301 EAST MAIN STREET

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE, ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF THE REGULAR MINUTES OF THE FEBRUARY 7, 2011 MEETING
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZENS' COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
7. ORDINANCE – PLACING PROPERTY LIEN ON UNPAID ELECTRIC PAYMENTS – PUBLIC HEARING
8. LIBRARY CARPETING BIDS
9. WEBSITE PROPOSAL
10. DOWNTOWN DEVELOPMENT AUTHORITY
 - A. PURCHASE OF SHOWBOAT AMPHITHEATER PROPERTY FROM THE LOWELL AREA SCHOOLS – RECOMMENDATION OF THE DDA
 - B. RESOLUTION SETTING PUBLIC HEARING (4/4) TO CONSIDER APPROVAL OF A THIRD AMENDMENT TO THE LOWELL DDA DEVELOPMENT AND TAX INCREMENT FINANCING PLANS TO JUNE 30, 2033
11. WATER TREATMENT PLANT – INSTALLATION OF NEW FLOORING AND STAIR TREADS IN LOWER LEVEL ALONG WITH NEW COVE BASE
12. MONTHLY REPORTS
13. COUNCIL REPORTS AND COMMENTS
14. CITY MANAGER'S REPORT
15. APPOINTMENTS
16. 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 required to state their name and 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.

To: Mayor Hodges and the Members of the City Council
From: David M. Pasquale
SUBJECT: Agenda for the Tuesday, February 22, 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 7, 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.
 - 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.
 - 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. A recommendation is provided at the February 22 meeting.
 - 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. Ordinance – placing property lien on unpaid electric payments – public hearing. In an effort to collect delinquent payments to Light and Power, an ordinance is proposed to allow placement of these charges on the property tax roll. This is similar for water and sanitary sewer billing delinquencies currently in effect.

At its February 10, 2011 meeting, the Light and Power Board recommended adopting of the ordinance.

After receiving public comments, the City Council may consider adoption of this ordinance.

8. Library carpeting bids. The existing carpeting in the library and community room is original at time of building construction in 1997 and is worn. The Lowell Area Community Fund at its September 21, 2010 meeting awarded \$53,402 to the City for replacing the carpet (\$47,400), installation of hand dryers for both public restrooms (\$2,700) as well as the purchase and installation of a textured stainless steel partition in the men's room (\$3,302).

On Tuesday, February 15, nine bids were received for the library (see attached) for Council's consideration. The low bid was from DeGraaf Interiors at \$39,069.88.

9. Website proposal. Over the past several months, a committee composed of Councilmembers Schrauben and Ellison, Light and Power General Manager Greg Pierce, Light and Power Boardmember Jim Hall, Betsy Davidson from Addorio Technologies, City Clerk Betty Morlock and myself have met to determine needs for an upgraded City website. specifications were drawn and a request for proposal was advertised. A total of ten firms responded.

The committee chose three to interview on February 1. Based on its February 8 meeting the committee issued the following statement: After much research and consideration, the website committee recommends i2Integration for the design and installation of a new website for the City of Lowell. This company provided an excellent written proposal as well as an outstanding verbal presentation of their services. They have taken into consideration everything the committee requested and more. We have every confidence that not only are they capable of providing what we envision for our new site, but will be able to assist us with ideas of their own that will benefit us. We are comfortable with their expertise in design and installation, their ability to train personnel to use the system and their capability of maintaining the site. They have provided a reasonable "not to exceed" proposal and are a local company. The decision to choose i2Integration was unanimous with the committee and LLP recommends them as well. With approval from the Council, we will be seeking grant funds to cover the costs.

After a review of the specifications with John Forsberg of i2Integration and Greg Pierce, a bid of not exceeding \$14,529.88 was provided. The cost will be split between Light and Power and the City (\$7,264.99 each). Jointly, grants will be sought.

10. Downtown Development Authority.
 - A. Purchase of Showboat Amphitheater property from the Lowell Area Schools – recommendation of the DDA. The Downtown Development Authority has discussed the renovation and upgrading of the old Showboat Amphitheater site. In order to accomplish this, the DDA needed to have the entire site under City control. As noted in the first drawing, the Lowell Area Schools own a significant portion of the property.

After discussions with Lowell Area Schools Superintendent Greg Pratt as well as completions of a survey and appraisal, the DDA recommended purchase at a cost of \$25,000 at its February 17 meeting. The Lowell Board of Education approved this at its February 14 meeting. The Council is thus asked to give final approval.
 - B. Resolution setting public hearing (4/4) to consider approval of a third amendment to the Lowell DDA Development and Tax Increment Financing Plans to June 30, 2033. The DDA Boardmembers have noted there are additional downtown projects to accomplish but the current development plan and tax increment financing plan expires June 30, 2013.

The Attached documentation allows the DDA plans to be extended to June 30, 2033 (20 years) for completing projects. The DDA Boardmembers approved a resolution at its February 17 meeting recommending the extension.

The City Council should set a public hearing by resolution for April 4 to consider this ordinance.

11. Water Treatment Plant – installation of new flooring and stair treads in lower level along with new cove base. WTP Superintendent George Regan has provided the installation of new rubberized flooring at the plant. The only responsive bid was Beachum Flooring at a cost of \$9,544.29 as budgeted from the Water Fund.

12. Monthly Reports. The attached reports have been provided:

City Manager Activity	Police	Building
Pubic Works	Fire	Budget

13. 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 Representatives:	Downtown Historic District Commission Construction Board of Appeals Building Authority Local Officers Compensation Commission

14. City Manager’s Report. Attached.

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

Board of Review		<u>Terms Expires</u>
To fill in for Jim Wood’s position	appointment	06/30/2013
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

16. Adjournment.