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MEMORANDUM

TO: Lowell City Council
FROM: Barry Getzen, Acting City Manager
RE: Council Agenda for Monday, May 7, 2012

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. April 16, 2012 – Regular Meeting
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
 - a. Pending Council Projects Report
7. NEW BUSINESS
 - a. Application for temporary authorization to the Liquor Control Commission

Flat River Grill, Sizzling Summer Concert Series and Riverwalk Festival. As in previous years the Flat River Grill in conjunction with the Chamber of Commerce is requesting a temporary liquor license from the LCC to serve alcoholic beverages on the Showboat during the above events held at various times between June 14 and August 23, 2012. Police Chief Getzen has reviewed the request and recommends endorsement of the application by the city council. The city manager recommends the city council approve the issuance of the temporary liquor license for use on public property.

Recommended Motion: That the Lowell City Council approves the use of public property by the Flat River Grill during the summer concerts and Riverwalk Festival and endorses the application for temporary license from the Liquor Control Commission.

b. Lowell Area Chamber of Commerce

i. Permission for Fireworks Display

As part of the Riverwalk Festival, the Lowell Area Chamber of Commerce has requested permission and approval of a permit to have a fireworks display on Saturday, July 13. As with recent years, the fireworks would be launched from Stoney Lakeside Park. I recommend the Council approve this.

ii. Request permission to close Avery Street from Monroe Street to the rear entrance of Dollar General beginning on Friday, July 13, 2012 at 3 p.m. through 4 p.m. on Saturday, July 14, 2012 and Washington Street from Main Street to the Lowell Area School parking lot entry on Saturday, July 14 from 7:00 a.m. until 4 p.m.

During the 2012 Riverwalk Festival numerous events will take place along Avery Street. This year the car show previously held at the fairgrounds will move to Avery Street also. The number of car owners participating is anticipated to require the 1 ½ blocks of Washington Street north of Main Street as display area also. Police Chief Getzen has worked with the chamber and event sponsors to plan display areas and access routes. He recommends the chambers request to close Avery and Washington Streets as outlined above be approved by the city council.

c. Request from North Country Trail Association, West Michigan Chapter to use Riverwalk on June 2, 2012 from 10 a.m. to 2 p.m. for a Special Event

The Trail Association is planning a family and outdoor enthusiast focused event in celebration of National Trail Day. Police Chief Getzen has worked with the group to ensure special event requirements are met. He recommends the city council approve the request to use the Riverwalk on June 2, 2012.

d. 2012-2013 Budget – Set public hearings (May 21 and June 4, 2012)

Each council member has received a copy of the proposed city budget for fiscal year end 2013. In order to be timely with final approvals, the city manager recommends the city council conduct two public hearings prior to adoption of the budget on May 21 and June 4, 2012.

e. Contract for Professional Services – acquire Aviation Easement for Parcel E-16

The airport board has been in the process of negotiating easements for control of tree height around the airport. The project is nearly complete. This contract for professional services will bring the project into the final phase. The airport board at its April 3, 2012 meeting recommended the city council approve this contract for professional services. This city manager also recommends the city council approve and authorize him to enter into this contract.

f. Presentation on Open Burning Ordinance

Fire Chief Frank Martin will present information on City Code of Ordinances, Chapter 10, Sections 10-41 through 10-43.

8. COUNCIL COMMENTS

- Jim Hall Planning Commission
 Downtown Historic District Commission

- Andrew Schrauben Lowell Airport Board
 Parks and Recreation Commission
 Lowell Area Recreation Authority

- Jim Valentine Lowell Area Fire and Emergency Services Authority

- Sharon Ellison Arbor Board
 LCTV Endowment Board
 Downtown Development Authority

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

9. MANAGER'S REPORT

No City Manager's Report at this meeting.

10. APPOINTMENTS

Planning Commission Vacancy (Don Green moved out of the City)	Appointment	<u>Term Expires</u> 06/30/2012
Airport Board Vacancy (Kevin Vezino resigned)	Appointment	01/01/2013

11. CLOSED SESSION

There are no items for Closed Session.

12. ADJOURNMENT