



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

CITY OF LOWELL  
CITY COUNCIL AGENDA  
MONDAY, JULY 2, 2018, 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 18, 2018 City Council meeting.
  - Authorize payment of invoices in the amount of \$203,283.19.

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. Sidewalk Ramp – N. Broadway
  - b. 2560 Bowes Road
  - c. Lowell Light and Power – Spending Authority
  - d. AT&T Right of Way Permit
6. BOARD/COMMISSION REPORTS
7. MANAGER'S REPORT
8. APPOINTMENTS
9. COUNCIL COMMENTS
10. CLOSED SESSION
11. 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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[www.ci.lowell.mi.us](http://www.ci.lowell.mi.us)

## MEMORANDUM

TO: Lowell City Council  
FROM: Michael Burns, City Manager  
RE: Council Agenda for Monday, July 2, 2018

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 18, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$203,283.19.

3. CITIZEN DISCUSSION 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. Sidewalk Ramp – N. Broadway. Memo is provided by City Manager Mike Burns.

Recommended Motion: That the Lowell City Council does not install a ramp as we are currently meeting ADA compliance in this area of the downtown.

- b. 2560 Bowes Road. Memo is provided by City Manager Mike Burns.

Recommended Motion: Establish a request for proposals for the sale of 2560 Bowes St. in accordance with the City Charter.

- c. Lowell Light and Power – Spending Authority. Memo is provided by Lowell Light and Power General Manager Steve Donkersloot.

Recommended Motion: That the Lowell City Council increase the LL&P's General Manager's (i.e. Superintendent's) maximum spending authority to \$50,000 for budgeted and/or approved projects and to \$25,000 for discretionary purchases/items.

d. AT&T Right of Way Permit. Memo is provided by City Manager Mike Burns.

Recommended Motion: That the Lowell City Council renew the AT&T Right of Way permit with the City of Lowell until December 5, 2023.

6. BOARD/COMMISSION REPORTS

7. MANAGER'S REPORT

8. APPOINTMENTS

9. COUNCIL COMMENTS

10. CLOSED SESSION

11. ADJOURNMENT

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, JUNE 18, 2018, 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, Jeff Phillips, Jim Salzwedel, Marty Chambers and Mayor DeVore.

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Susan Ullery, City Treasurer Sue Olin and Police Chief Steve Bukala.

2. **APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the regular minutes of the June 4, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$585,229.99.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve the consent agenda as amended, adding item f. Street Closure under New Business.

YES: Mayor Devore, Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers and Councilmember Canfield.

NO: None. ABSENT: None. MOTION CARRIED.

4. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.**

Herb Vanderbilt, who resides at 2204 Gee Drive, spoke regarding the Airbnb in his neighborhood asking if there was a way to appeal the Special Land Use that was granted to the owners at 2179 Gee Drive.

Perry Beachum, who resides at 924 Riverside, spoke regarding the work done on Hudson and N. Broadway and questioned the use of funds for these projects and hopes that the City Council is careful with how they are spending their money.

5. **OLD BUSINESS.**

There was none.

6. **NEW BUSINESS.**

- a. **Boy Scout Cabin Agreement and Resolution 18-18.**

City Manager Mike Burns stated for many years the city has partnered with the United Methodist Church in conjunction with the Lowell Boy Scouts to utilize the city owned cabin in Scout Park. The renewed agreement is for use of the cabin and it will be for ten years as the prior agreement. The Boy Scouts will pay \$1 per year for the facility.

IT WAS MOVED BY DEVORE and seconded by CHAMBERS to approve Resolution No. 18-18 approving and authorizing execution of a property use agreement with Lowell United Methodist Church on behalf of Lowell Troop 102 of the Michigan Crossroads Council of the Boy Scouts of America.

YES: Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers, Councilmember Canfield and Mayor Devore.

NO: None. ABSENT: None. MOTION CARRIED.

b. 2017-2018 Budget Amendments.

City Manager Mike Burns stated throughout the year, revenue and expenses are monitored from the various city funds. Resolution 19-18 outlines the amendment's to the City of Lowell's annual budget for fiscal year 2017-2018.

IT WAS MOVED BY MAYOR DEVORE and seconded by SALZWEDEL to approve Resolution 19-18 adopting an amendment to the City of Lowell annual budget for fiscal year 2017-2018.

YES: Councilmember Phillips, Councilmember Chambers, Councilmember Canfield, Mayor Devore and Councilmember Salzwedel.

NO: None. ABSENT: None. MOTION CARRIED.

c. PCI rate schedule.

City Manager Mike Burns explained with PCI coming on board to provide building inspection services beginning on July 2, 2018, the city needs to set a rate schedule for their services and there are four separate resolutions to be approved for each type of inspection.

IT WAS MOVED BY PHILLIPS and seconded by DEVORE to approve Resolution 20-18 adopting revised building permit fee schedule.

IT WAS MOVED BY CHAMBERS and seconded by DEVORE to approve Resolution 21-18 adopting revised plumbing permit fee schedule.

IT WAS MOVED BY PHILLIPS and seconded by DEVORE to approve Resolution 22-18 adopting revised electrical permit fee schedule.

IT WAS MOVED BY DEVORE and seconded by CHAMBERD to approve Resolution 23-18 adopting revised mechanical permit fee schedule.

YES: Councilmember Chambers, Councilmember Canfield, Mayor DeVore, and Councilmember Salzwedel, and Councilmember Phillips.

NO: None. ABSENT: None. MOTION CARRIED.

d. Sidewalk Ramp – N. Broadway.

City Manager Mike Burns stated on May 25, 2018, a complaint was received during the N. Broadway repaving project about the removal of sidewalk ramps and the lack of an accessible handicap ramp in front of Lowell Light & Power (LL&P). Accessible handicap parking is not available immediately adjacent to the LL&P facility and was not planned as part of the N. Broadway resurfacing project. The Council discussed at length.

IT WAS MOVED BY DEVORE and seconded by CHAMBERS to table discussion of the Sidewalk Ramp on N. Broadway until the next meeting.

YES: Councilmember Phillips, Councilmember Chambers, Councilmember Canfield, Mayor Devore and Councilmember Salzwedel.

NO: None. ABSENT: None. MOTION CARRIED

e. Proposed Rezoning – 1100 Sibley.

City Clerk Sue Ullery stated Mr. Todd West submitted an application to rezone a parcel located at 1100 Sibley from the PF –Public Facilities district to R-2 Single Family Residential. The parcel is located at the southeast corner of Sibley Street and Church Street. Until recently, the subject property was owned by Calvary Christian Reformed Church, and a few months ago, the City approved a split that separated the subject property from the larger church property directly to the south. The subject parcel is presently vacant and it is our understanding that the applicant seeks to construct three two-family dwellings on the property.

IT WAS MOVED BY DEVORE and seconded by CANFIELD to approve Ordinance 18-03 an ordinance to amend section 3.02, “District Boundaries,” of Chapter 3, “Zoning Districts- General,” of Appendix A, “Zoning.” of the Code of Ordinances of the City of Lowell.

YES: Councilmember Chambers, Councilmember Canfield, Mayor DeVore, and Councilmember Salzwedel, and Councilmember Phillips.

NO: None. ABSENT: None. MOTION CARRIED

f. Street Closures.

Mayor Mike Devore stated he received a letter from Liz Baker who is with the Chamber of Commerce regarding the 24<sup>th</sup> Annual Riverwalk Festival that will be held Thursday July 12, Friday July 13, and Saturday July 14, 2018 requesting street closures on Avery, West of Monroe, Thursday July 12, 2018 beginning at 6:00 a.m through Saturday July 14, 2018 until 9:00 p.m. for all the food concessions as well as permission to close Avery, East of Monroe to Jefferson, then Washington and North of Main to the Lowell School parking lot Saturday July 14, 2018 at 6:00 a.m to 4:00 p.m. for the Cruisin’ for the cars.

IT WAS MOVED BY CHAMBERS and seconded by DEVORE to approve the street closures for the Riverwalk Festival weekend.

YES: Councilmember Canfield, Mayor DeVore, and Councilmember Salzwedel, Councilmember Phillips, and Councilmember Chambers.

NO: None.

ABSENT: None.

MOTION CARRIED.

7. **BOARD/COMMISSION REPORTS.**

Councilmember Chambers stated the LARA Board met and the State of Michigan came out and walked the route for the proposed trail and had some questions answered. The trail along Alden Nash is nearly complete and expect to see that paved soon, so good progress on the trails.

Councilmember Chambers stated the Planning Commission approved the site plan for Lowell Light & Power that will begin sometime in July and be complete by October 31, 2018 and also approved spending limit for Steve Donkersloot for \$25, 000 (up to \$50,000 for projects already in the works).

Mayor DeVore advised the Fire Authority meeting was held June 11, 2018 and what they covered.

8. **MANAGER'S REPORT.**

City Manager Mike Burns reported on the following:

- Construction on Hudson was completed very quickly and glad to see it went well.
- In the final phase of the N. Broadway Street, and pavement markings will be done in July once all the construction is complete.
- On South Broadway, the major water and sewer underground work is complete and efforts will be shifted to completing the parking lot. Lowell Light & Power will be on site the next several weeks to complete their conduit and wiring installation which will clean up a significant amount of overhead wires on North and South Broadway. By the end of the week of July 25, 2018 concrete flatwork should begin on the parking lot with pavement base being completed by the end of June and final paving by July 2, 2018 if weather cooperates.123Ocean
- Smoke testing was completed last week and are waiting to hear back on the official report.
- State legislature approved their house and senate bills for their coming fiscal year budgets and did a one time allocation of 300 million dollars through the MDOT budget for roads; when they broke it down by jurisdiction as to how much each jurisdiction receives, it is an increase of about \$47,000.00 for the City of Lowell. Also, there is a 2.6% percent increase to the constitutional revenues sharing which is the sales tax.
- Dispatch situation is still undecided with Kent County but will give updates as we receive them.
- New City of Lowell Website is still being worked on and hope to be up and running soon.

9. **APPOINTMENTS.**

Board of Review has a one opening and the LCTV Endowment Board also has an opening.

10. **COUNCIL COMMENTS.**

Councilmember Canfield stated last Thursday's concert was fabulous as well as the Farmers market, and the new roads are wonderful.

Councilmember Chambers also likes the new roads and especially the smoother railroad crossings and invited everyone to the Riverwalk Festival coming up in a few weeks.

Councilmember Phillips thanked all the staff for their hard work and dedication and hopes everyone has a great week.

Councilmember Salzwedel also likes the new roads but asked for patience as we have more to do.

Mayor DeVore stated he has sat in on a couple dispatch meetings and is trying to keep up with what is happening on a City level as well as a County level. Flying to Idaho with Mike Burns tomorrow to meet with the Lighthouse company people.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 7:46 p.m.

YES: 5.      NO:      None.      ABSENT:      None.      MOTION CARRIED.

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Mike DeVore, Mayor

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Susan Ullery, City Clerk



**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 18-18**

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF A  
PROPERTY USE AGREEMENT WITH LOWELL UNITED METHODIST  
CHURCH ON BEHALF OF LOWELL TROOP 102 OF THE MICHIGAN  
CROSSROADS COUNCIL OF THE BOY SCOUTS OF AMERICA**

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

**WHEREAS**, the City owns certain property at the end of North Washington Street in the City (the "Property Use Area") on which a cabin (the "Cabin") is located owned by Lowell Troop 102 of the Michigan Crossroads Council of the Boy Scouts of America ("Troop 102"); and

**WHEREAS**, the City and Troop 102 in 2008 entered into a 10-year agreement permitting Troop 102 to use the Property Use Area along with the cabin for scouting activities; and

**WHEREAS**, Troop 102 has expressed a desire to continue to use the Property Use Area for another 10 years and the City is willing to enter into an agreement with Troop 102 permitting such use for another 10 years.

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

1. That the Property Use Agreement between the City and Troop 102 (the "Agreement") in the form presented at this meeting is approved and the Mayor and City Clerk are authorized and directed to execute the Agreement for and on behalf of the City.
2. 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 Salzwedel, Phillips, Chambers, Canfield and Mayor DeVore

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**

Dated: June 18, 2018

  
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 meeting held June 18, 2018, and that public notice of said meeting was given pursuant to Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: June 18, 2018

  
Susan Ullery  
City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 19-18**

**RESOLUTION ADOPTING AN AMENDMENT TO THE  
CITY OF LOWELL ANNUAL BUDGET FOR FISCAL  
YEAR 2017-2018**

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

**WHEREAS**, the City Manager has prepared and presented to the City Council at its meeting on June 18, 2018, a proposed amended budget for the 2017-2018 fiscal year of the City (the "Amended 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 a budget has been adopted for a fiscal year the City 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 is hereby adopted.
2. That in accordance with the Amended Budget the 2017-2018 fiscal year budget at the following are the estimated revenues and expenses for the 2017-2018 fiscal year of the City:

	<u>Revenues</u>	<u>Appropriations</u>
General Fund	\$2,961,572.00	\$2,979,352.21
Major Street Fund	\$223,900.00	\$225,340.00
Local Street Fund	\$287,000	\$278,207.00
Historic District	\$50,100	\$75,000
DDA	\$479,184.00	\$479,614.00
Designated Contribution	\$549,879.60	\$542,397.00
Airport Fund	\$63,766	\$81,487
Wastewater Fund	\$1,260,000.00	\$2,465,498.00
Water Fund	\$2,116,296.00	\$2,085,620.50
Cable Fund	\$112,093.00	\$112,093.00

Data Processing	\$82,729.64	\$96,502.00
Equipment Fund	\$215,442.00	\$354,970.94

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 or his designee(s) is hereby authorized to make budgetary transfers within the identified fund in the Amended Budget or between identified activities within a fund. All other budgetary transfers in the Amended 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 Amended Budget in accordance with applicable law, ordinances, rules, regulations and polices.

YEAS: Councilmembers Phillips, Chambers, Canfield, Mayor DeVore and Councilmember Salzwedel

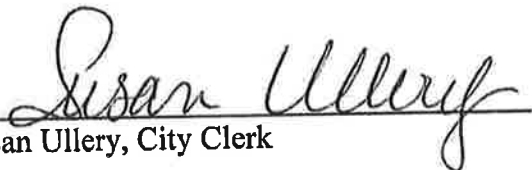
NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**


Dated: June 18, 2018

  
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 18, 2018, 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 18, 2018

  
Susan Ullery, City Clerk

CITY OF LOWELL

COUNTY OF KENT  
STATE OF MICHIGAN

RESOLUTION ADOPTING REVISED BUILDING PERMIT FEE SCHEDULE

RESOLUTION NO. 20-18

Minutes of a regular meeting of the City Council, of the City of Lowell,  
County of Kent, Michigan, held in the City Hall of said City on the 18 day of June 2018, at  
7:00pm.

PRESENT: Mayor DeVore, Councilmember Salzwedel, Phillips, Chambers, and Canfield

ABSENT: None

WHEREAS, the Code of Ordinances of the City of Lowell authorizes the  
City Council to provide by Resolution a schedule of fees for the services provided by the Building  
Official/Building Inspector and for other municipal bodies to carry out the purpose of the  
administration and enforcement of said Code; and

WHEREAS, the City deems it advisable to adopt by resolution the revised Building  
Permit Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED that the Building Permit Fee Schedule as prescribed  
is hereby repealed.

BE IT FURTHER RESOLVED that the Building Permit Fee Schedule attached hereto as  
Exhibit A, is hereby adopted. This schedule shall remain in effect until amended or replaced.

MOVED BY COUNCILMEMBER: PHILLIPS

SECONDED BY MAYOR: DEVORE

That the foregoing resolution be adopted with the effective date of:

YEAS: Councilmembers Chambers, Canfield, Mayor DeVore, Councilmembers Salzwedel and Phillips

NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing resolution was adopted by the City of Lowell at a regular meeting held on June 18, 2018.



\_\_\_\_\_  
Mike DeVore  
Mayor

STATE OF MICHIGAN     )  
COUNTY OF KENT        )

I, Susan Ullery, the duly qualified and acting Clerk of the City of Lowell, Kent County, Michigan (the "City") do 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 thereof held on June 18, 2018, the original which is on file in my office. Public Notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this 18<sup>th</sup> day of June, 2018.

  
\_\_\_\_\_  
Susan Ullery  
City Clerk

CITY OF LOWELL

COUNTY OF KENT  
STATE OF MICHIGAN

RESOLUTION ADOPTING REVISED PLUMBING PERMIT FEE SCHEDULE

RESOLUTION NO. 21-18

Minutes of a regular meeting of the City Council, of the City of Lowell,

County of Kent, Michigan, held in the City Hall of said City on the 18<sup>th</sup> day of June, 2018, at 7:00pm.

PRESENT: Councilmembers Canfield, Chambers, Phillips, Salzwedel and Mayor DeVore

ABSENT: None

WHEREAS, the Code of Ordinances of the City of Lowell authorizes the City Council to provide by Resolution a schedule of fees for the services provided by the Plumbing Inspector and for other municipal bodies to carry out the purpose of the administration and enforcement of said Code; and

WHEREAS, the City deems it advisable to adopt by resolution the revised Plumbing Permit Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED that the Plumbing Permit Fee Schedule as prescribed is hereby repealed.

BE IT FURTHER RESOLVED that the Plumbing Permit Fee Schedule attached hereto as Exhibit A, is hereby adopted. This schedule shall remain in effect until amended or replaced.

MOVED BY COUNCILMEMBER: CHAMBERS

SECONDED BY MAYOR: DEVORE

That the foregoing resolution be adopted with the effective date of: June 18, 2018

YEAS: Councilmember Canfield, Mayor DeVore, Councilmembers Salzwedel, Phillips and Chambers

NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing resolution was adopted by the City of Lowell at a regular meeting held on June 18, 2018.

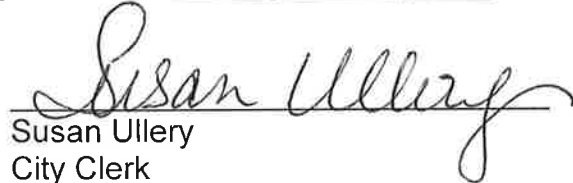


\_\_\_\_\_  
Mike DeVore  
Mayor

STATE OF MICHIGAN     )  
COUNTY OF KENT        )

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IN WITNESS WHEREOF, I have affixed my official signature this 18<sup>th</sup> day of June, 2018.



\_\_\_\_\_  
Susan Ullery  
City Clerk



CITY OF LOWELL

COUNTY OF KENT  
STATE OF MICHIGAN

RESOLUTION ADOPTING REVISED ELECTRICAL PERMIT FEE SCHEDULE

RESOLUTION NO. 22-18

Minutes of a regular meeting of the City Council, of the City of Lowell,

County of Kent, Michigan, held in the City Hall of said City on the 18th day of June, 2018, at 7:00pm.

PRESENT: Councilmembers Canfield, Chambers, Phillips, Salzwedel and Mayor DeVore

ABSENT: None.

WHEREAS, the Code of Ordinances of the City of Lowell authorizes the City Council to provide by Resolution a schedule of fees for the services provided by the Electrical Inspector and for other municipal bodies to carry out the purpose of the administration and enforcement of said Code; and

WHEREAS, the City deems it advisable to adopt by resolution the revised Electrical Permit Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED that the Electrical Permit Fee Schedule as prescribed is hereby repealed.

BE IT FURTHER RESOLVED that the Electrical Permit Fee Schedule attached hereto as Exhibit A, is hereby adopted. This schedule shall remain in effect until amended or replaced.

MOVED BY BOARD MEMBER: PHILLIPS

SECONDED BY BOARD MEMBER: DEVORE

That the foregoing resolution be adopted with the effective date of: June 18, 2018

YEAS: Mayor DeVore and Councilmembers Salzwedel, Phillips, Chambers and Canfield

NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing resolution was adopted by the City of Lowell at a regular meeting held on June 18, 2018.

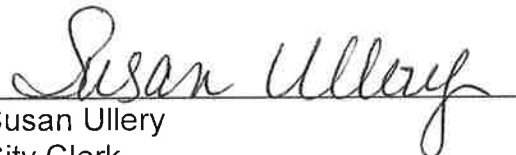


\_\_\_\_\_  
Mike DeVore  
Mayor

STATE OF MICHIGAN     )  
COUNTY OF KENT        )

I, Susan Ullery, the duly qualified and acting Clerk of the City of Lowell, Kent County, Michigan (the "City") do 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 thereof held on June 18, 2018, the original which is on file in my office. Public Notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this 18<sup>th</sup> day of June, 2018.



\_\_\_\_\_  
Susan Ullery  
City Clerk

CITY OF LOWELL

COUNTY OF KENT  
STATE OF MICHIGAN

RESOLUTION ADOPTING REVISED MECHANICAL PERMIT FEE SCHEDULE

RESOLUTION NO. 23-18

Minutes of a regular meeting of the City Council, of the City of Lowell,

County of Kent, Michigan, held in the City Hall of said City on the 18<sup>th</sup> day of June, 2018, at 7:00pm.

PRESENT: Councilmembers Canfield, Chambers, Phillips, Salzwedel and Mayor DeVore

ABSENT: None

WHEREAS, the Code of Ordinances of the City of Lowell authorizes the City Council to provide by Resolution a schedule of fees for the services provided by the Mechanical Inspector and for other municipal bodies to carry out the purpose of the administration and enforcement of said Code; and

WHEREAS, the City deems it advisable to adopt by resolution the revised Mechanical Permit Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED that the Mechanical Permit Fee Schedule as prescribed is hereby repealed.

BE IT FURTHER RESOLVED that the Mechanical Permit Fee Schedule attached hereto as Exhibit A, is hereby adopted. This schedule shall remain in effect until amended or replaced.

MOVED BY BOARD MEMBER: PHILLIPS

SECONDED BY BOARD MEMBER: CHAMBERS

That the foregoing resolution be adopted with the effective date of: June 18<sup>th</sup>, 2018

YEAS: Councilmembers Salzwedel, Phillips, Chambers, Canfield and Mayor DeVore

NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing resolution was adopted by the City of Lowell at a regular meeting held on June 18, 2018.




\_\_\_\_\_  
Mike DeVore  
Mayor

STATE OF MICHIGAN    )  
COUNTY OF KENT     )

I, Susan Ullery, the duly qualified and acting Clerk of the City of Lowell, Kent County, Michigan (the "City") do 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 thereof held on June 18, 2018, the original which is on file in my office. Public Notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this 18<sup>th</sup> day of June, 2018.

  
\_\_\_\_\_  
Susan Ullery  
City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**ORDINANCE NO. 18-03**

**AN ORDINANCE TO AMEND SECTION 3.02, "DISTRICT BOUNDARIES," OF CHAPTER 3, "ZONING DISTRICTS - GENERAL," OF APPENDIX A, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL**

Councilmember DEVORE, supported by Councilmember CANFIELD, moved the adoption of the following ordinance:

**THE CITY OF LOWELL ORDAINS:**

**Section 1. Amendment to Section 3.02 of Chapter 3.** Section 3.02, "District boundaries," of Chapter 3, "Zoning Districts - General," of Appendix A, "Zoning," of the Code of Ordinance of the City of Lowell is amended to amend the zone district classification of real property located at 1100 Sibley Street, S.E., Permanent Parcel No. 41-20-03-477-022, from its existing classification of PF Public Facilities District to R-2 Residential District.

**Section 2. Publication.** After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

**Section 3. Effective Date.** This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YEAS: Councilmembers Chambers, Canfield, Mayor DeVore, Councilmembers  
Salzwedel and Phillips

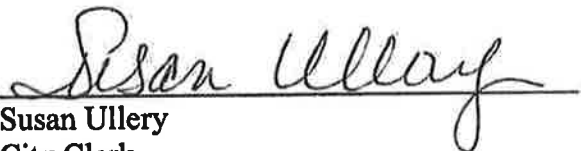
NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**ORDINANCE DECLARED ADOPTED.**

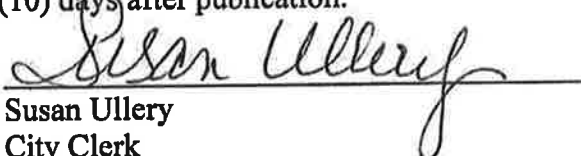
Dated: June 18, 2018

  
Susan Ullery  
City Clerk

**CERTIFICATION**

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on June 18, 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on June 27, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on July 7, 2018, and was effective July 7, 2018, ten (10) days after publication.

Dated: June 18, 2018

  
Susan Ullery  
City Clerk

Vendor Code	Vendor Name	Description	Amount
01513	ADDORIO TECHNOLOGIES, LLC		
	7555	PROFESSIONAL SERVICES	1,223.75
	7576	ACCOUNT STATEMENT	519.99
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC			1,743.74
00007	ADT SECURITY SYSTEMS, INC.		
	7/1 - 9/30/18	WTP SECURITY	113.64
TOTAL FOR: ADT SECURITY SYSTEMS, INC.			113.64
10507	AIS CONSTRUCTION EQUIPMENT		
	G58141	EQUIP FUND R & M	346.08
TOTAL FOR: AIS CONSTRUCTION EQUIPMENT			346.08
10731	APPLIED IMAGING		
	1147041	COPY MACHINE CONTRACT	328.17
TOTAL FOR: APPLIED IMAGING			328.17
00033	ARCHITECTURAL BLDG. REST. INC.		
	2018-57	WATER STORAGE TANK BLDG R & M	4,625.00
TOTAL FOR: ARCHITECTURAL BLDG. REST. INC.			4,625.00
00045	BARTLETT, SANDY		
	6/26/2018	JUNE 2018 READS & MILEAGE	769.45
TOTAL FOR: BARTLETT, SANDY			769.45
10572	BMW OF GRAND RAPIDS		
	06/19/2018	POLICE 2012 BMW RT1200	7,332.00
TOTAL FOR: BMW OF GRAND RAPIDS			7,332.00
10738	BROWN, AMY		
	6/25/2018	MAMC CONFERENCE - TRAVERSE CITY	208.16
TOTAL FOR: BROWN, AMY			208.16
10744	C. FLY MARINE SERVICES, LLC		
	655	SHOWBOAT FINAL PYMT	28,000.00
TOTAL FOR: C. FLY MARINE SERVICES, LLC			28,000.00
00084	CANFIELD PLUMBING & HEATING IN		
	I68208	LIBRARY R & M	781.00
TOTAL FOR: CANFIELD PLUMBING & HEATING IN			781.00
01492	CENTEC CAST METAL PRODUCTS		
	45713	VET MARKERS FOR CEMETERY	182.79
TOTAL FOR: CENTEC CAST METAL PRODUCTS			182.79
10493	COMCAST CABLE		
	7/6 - 8/5/2018	ACCOUNT STATEMENT	33.08
TOTAL FOR: COMCAST CABLE			33.08

Vendor Code	Vendor Name	Description	Amount
	Invoice		
10509	CONSUMERS ENERGY		
	5/22 - 6/20/18	ACCOUNT STATEMENT	16.53
TOTAL FOR: CONSUMERS ENERGY			16.53
01783	DELL MARKETING L P		
	10244390143	COMPUTER EQUIPMENT	6,025.94
TOTAL FOR: DELL MARKETING L P			6,025.94
01108	DES MOINES STAMP MFG. CO.		
	1121863	STAMP PADS	36.65
TOTAL FOR: DES MOINES STAMP MFG. CO.			36.65
02035	DIGITAL OFFICE MACHINES, INC.		
	18049	DPW COPY MACHINE	58.04
TOTAL FOR: DIGITAL OFFICE MACHINES, INC.			58.04
10713	ENGINEERED PROTECTION SYSTEMS INC		
	A1096407	WTP - VIDEO SERVICE	225.00
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC			225.00
10369	FLAT RIVER ELECTRIC LLC		
	I2736	WTP SERVICE CALL	622.71
TOTAL FOR: FLAT RIVER ELECTRIC LLC			622.71
10760	FOCO INC/DEPENDALE SEWER CLEANERS		
	141806	HYDRO EXCAVATE - M21 & JACKSON	210.00
TOTAL FOR: FOCO INC/DEPENDALE SEWER CLEANERS			210.00
01493	GRAINGER INDUSTRIAL SUPPLY		
	9808484407	EQUIP FUND R & M	322.50
	9821424091	WATER DEPT R & M	720.19
TOTAL FOR: GRAINGER INDUSTRIAL SUPPLY			1,042.69
01285	GREAT LAKES PAVING		
	8094	PAVING HILLSIDE CT	3,865.00
TOTAL FOR: GREAT LAKES PAVING			3,865.00
00234	HACH COMPANY		
	11011976	WTP CHEMICALS	86.89
TOTAL FOR: HACH COMPANY			86.89
00710	HAROLD ZEIGLER FORD, INC.		
	126464	EQUIP R & M	26.60
TOTAL FOR: HAROLD ZEIGLER FORD, INC.			26.60
00248	HOOPER PRINTING		
	54774	POLICE CASE ENVELOPES	148.34
	54866	PERMIT DECALS 18-19	80.05
	54890	TAX PAPER - YELLOW	47.91
TOTAL FOR: HOOPER PRINTING			276.30



Vendor Code	Vendor Name	Description	Amount
02463	HYDROCORP		
	0046866-IN	CROSS CONNECTION APRIL 2018	937.00
TOTAL FOR: HYDROCORP			<u>937.00</u>
00973	JAMES REAGAN, DDS		
	6/28/2018	HDC GRANT REPLACE ROOF	2,482.00
TOTAL FOR: JAMES REAGAN, DDS			<u>2,482.00</u>
10376	JOHN A. MEYER APPRAISAL COMPANY		
	51603	APPRAISAL OF 113 RIVERWALK PLAZA	2,000.00
TOTAL FOR: JOHN A. MEYER APPRAISAL COMPANY			<u>2,000.00</u>
00280	KAMMINGA & ROODVOETS, INC.		
	06262018	VALVE BOX	1,877.32
TOTAL FOR: KAMMINGA & ROODVOETS, INC.			<u>1,877.32</u>
00291	KENT COUNTY ROAD COMMISSION		
	410981	KCYF BRINING ROADS	399.33
TOTAL FOR: KENT COUNTY ROAD COMMISSION			<u>399.33</u>
00300	KENT COUNTY TREASURER		
	5/16 - 5/31/18	TAX DISBURSEMENT - DELINQ	40.49
	6/1 - 6/15/18	TAX DISBURSEMENT	191.71
	6/18/2018	TRAILER FEES	355.00
TOTAL FOR: KENT COUNTY TREASURER			<u>587.20</u>
00303	KENT DISTRICT LIBRARY		
	5/16-5/31/18	TAX DISBURSEMENT	38.70
	6/1 - 6/15/18	TAX DISBURSEMENT	138.24
TOTAL FOR: KENT DISTRICT LIBRARY			<u>176.94</u>
00562	LOWELL AREA SCHOOLS		
	5/16-5/31/18	TAX DISBURSEMENT	211.65
	6/1-6/15/18	TAX DISBURSEMENT	754.13
TOTAL FOR: LOWELL AREA SCHOOLS			<u>965.78</u>
00341	LOWELL LIGHT & POWER		
	3152	STREET LIGHT R & M	88.32
TOTAL FOR: LOWELL LIGHT & POWER			<u>88.32</u>
10251	MAG PLUMBING SERVICE LLC		
	1024	WATER DEPT R & M	170.00
TOTAL FOR: MAG PLUMBING SERVICE LLC			<u>170.00</u>
02550	MEADOWBROOK INC.		
	135259	AIRPORT INSURANCE 7/1/18 - 7/1/19	3,125.00
TOTAL FOR: MEADOWBROOK INC.			<u>3,125.00</u>
00434	MICHIGAN RURAL WATER ASSOC.		
	06/18/2018	MEMBERSHIP MRWA - VANSETTERS	690.00
TOTAL FOR: MICHIGAN RURAL WATER ASSOC.			<u>690.00</u>

Vendor Code	Vendor Name	Description	Amount
	Invoice		
00426	MODEL COVERALL SERVICE, INC.		
	JUNE 2018	LIBRARY RUGS	255.92
TOTAL FOR: MODEL COVERALL SERVICE, INC.			<u>255.92</u>
00443	MUNICIPAL CODE CORP.		
	00310416	ADMIIN FEE 6/1/18 - 5/31/19	250.00
TOTAL FOR: MUNICIPAL CODE CORP.			<u>250.00</u>
00480	OLIN, SUZANNE		
	6/27/18	DDA LUNCH 6/28/18	47.52
TOTAL FOR: OLIN, SUZANNE			<u>47.52</u>
01270	PLUMMERS ENVIRONMENTAL SERVICE		
	1872613	WATER JETTING - 315 S HUDSON	4,181.10
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE			<u>4,181.10</u>
00506	POSTMASTER		
	6/29/2018	WATER BILLS/TAX BILLS POSTAGE	1,073.40
TOTAL FOR: POSTMASTER			<u>1,073.40</u>
00512	PREIN & NEWHOF, INC.		
	45054	SAW GRANT	49,925.96
	45055	S BROADWAY IMPROVEMENTS	13,372.00
	45057	WWTP CAPACITY	808.50
	45059	NORTH BROADWAY	4,314.20
TOTAL FOR: PREIN & NEWHOF, INC.			<u>68,420.66</u>
10133	RED CREEK		
	86R00446	TRASH SERVICE	605.53
TOTAL FOR: RED CREEK			<u>605.53</u>
02484	RHD TIRE INC		
	S20436	POLICE VEHICLE TIRES	1,096.16
TOTAL FOR: RHD TIRE INC			<u>1,096.16</u>
10378	RUESINK, KATHIE		
	541065/541066	CLEANING SERVICES	540.00
TOTAL FOR: RUESINK, KATHIE			<u>540.00</u>
10691	RYAN EXCAVATING LLC		
	2017-0318	SEAL COAT/CRACK FILL	1,848.14
TOTAL FOR: RYAN EXCAVATING LLC			<u>1,848.14</u>
MISC	SCHABERG, RYAN		
	6/28/2018	SNAP ON TOOL BOX	2,750.00
TOTAL FOR: SCHABERG, RYAN			<u>2,750.00</u>
10276	SPRINT		
	353302524-171	ACCOUNT STATMENT 5/10 - 6/9/18	678.18
TOTAL FOR: SPRINT			<u>678.18</u>

Vendor Code	Vendor Name	Description	Amount
01627	STATE INSTALLATION & SERVICE		
	18872	ANNUAL INSPECTION INGRUND LIFTS -DPW	210.00
TOTAL FOR: STATE INSTALLATION & SERVICE			210.00
02032	STEALTH PEST MANAGEMENT LLC		
	MAY 2018	PEST CONTROL	220.00
TOTAL FOR: STEALTH PEST MANAGEMENT LLC			220.00
10583	SUEZ WATER ENVIRONMENTAL SVC INC		
	201834226	WWTP SERVICES JUNE 2018	36,852.48
TOTAL FOR: SUEZ WATER ENVIRONMENTAL SVC INC			36,852.48
10754	SUPER CIRCUITS		
	INV8268	CITY HALL CAMERA PROJECT	440.94
TOTAL FOR: SUPER CIRCUITS			440.94
02473	SUPERIOR ASPHALT, INC.		
	55803	ROAD SUPPLIES	830.00
TOTAL FOR: SUPERIOR ASPHALT, INC.			830.00
10514	SUPPLYGEEKS		
	549214-0	OFFICE SUPPLIES	157.62
TOTAL FOR: SUPPLYGEEKS			157.62
10480	T AND M TOOLS INC.		
	06251871673	GARAGE TOOLS	25.75
	06281871864	EQUIP FUND - UPDATE EURO	1,324.75
TOTAL FOR: T AND M TOOLS INC.			1,350.50
00628	TERMINAL SUPPLY CO.		
	33312-00	EQUIP FUND R & M	166.62
	333431-00	EQUIP FUND R & M	37.63
TOTAL FOR: TERMINAL SUPPLY CO.			204.25
00630	THORNAPPLE RIVER NURSERY, INC.		
	10868	WOOD CHIPS	196.00
TOTAL FOR: THORNAPPLE RIVER NURSERY, INC.			196.00
10069	TRUGREEN		
	6/29/2018	WTP LAWN CARE	443.41
TOTAL FOR: TRUGREEN			443.41
01038	UNITED LABORATORIES		
	INV226104	WTP SUPPLIES	462.68
TOTAL FOR: UNITED LABORATORIES			462.68
10746	VANDERKOLK + KOOI PAINTING		
	IV00419	WTP POWER WASHING	5,570.00
TOTAL FOR: VANDERKOLK + KOOI PAINTING			5,570.00

Vendor Code	Vendor Name	Description	Amount
	Invoice		
10759	VERBURG, LISA		
	1	ASSESSING OFFICE CONTRACT WORK	500.00
TOTAL FOR: VERBURG, LISA			<u>500.00</u>
02277	VERIZON WIRELESS		
	9808955947	ACCOUNT STATEMENT	40.01
	988911566	ACCOUNT STATEMENT	158.09
TOTAL FOR: VERIZON WIRELESS			<u>198.10</u>
10389	VREDEVELD HAEFNER LLC		
	4135	RATE CALCULATIONS	1,196.25
TOTAL FOR: VREDEVELD HAEFNER LLC			<u>1,196.25</u>
10081	WEST MICHIGAN POWDER COATING		
	961705	WTP SHELF BRACKETS	30.00
TOTAL FOR: WEST MICHIGAN POWDER COATING			<u>30.00</u>
00692	WILLIAMS & WORKS INC.		
	85283	2018 WAYFINDING & PLANNING	2,220.00
TOTAL FOR: WILLIAMS & WORKS INC.			<u>2,220.00</u>
TOTAL - ALL VENDORS			203,283.19

User: LORI

EXP CHECK RUN DATES 06/26/2018 - 06/28/2018

DB: Lowell

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-222.000	DUE TO COUNTY-TRAILER FEE	KENT COUNTY TREASURER	TRAILER FEES	71.00	71402
101-000-222.001	DUE CO-DELINQ PERS PROP T	KENT COUNTY TREASURER	TAX DISBURSEMENT - DELINQ	31.88	71400
101-000-222.001	DUE CO-DELINQ PERS PROP T	KENT COUNTY TREASURER	TAX DISBURSEMENT	187.94	71401
101-000-223.001	DUE LIB-DELINQ PERS PROP	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	30.47	71403
101-000-223.001	DUE LIB-DELINQ PERS PROP	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	135.53	71403
101-000-225.000	DUE TO SET -TRAILER FEES	KENT COUNTY TREASURER	TRAILER FEES	284.00	71402
101-000-225.001	DUE SCHL-DELINQ PERS PROP	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	739.35	71404
101-000-225.001	DUE SCHL-DELINQ PERS PROP	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	166.66	71404
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT COUNTY TREASURER	TAX DISBURSEMENT - DELINQ	8.61	71400
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT COUNTY TREASURER	TAX DISBURSEMENT	3.77	71401
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	8.23	71403
101-000-274.000	UNDISTRIBUTED DELINQUENT	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	2.71	71403
101-000-274.000	UNDISTRIBUTED DELINQUENT	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	14.78	71404
101-000-274.000	UNDISTRIBUTED DELINQUENT	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	44.99	71404
Total For Dept 000				1,729.92	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	JOHN A. MEYER APPRAISAL C	APPRAISAL OF 113 RIVERWAL	2,000.00	71398
101-172-955.000	MISCELLANEOUS EXPENSE	SPRINT	ACCOUNT STATMENT 5/10 - 6	51.91	71419
Total For Dept 172 MANAGE				2,051.91	
Dept 209 ASSESSOR					
101-209-740.000	OPERATING SUPPLIES	VERBURG, LISA	ASSESSING OFFICE CONTRACT	500.00	71432
Total For Dept 209 ASSESS				500.00	
Dept 215 CLERK					
101-215-850.000	COMMUNICATIONS	SPRINT	ACCOUNT STATMENT 5/10 - 6	51.91	71419
101-215-860.000	TRAVEL EXPENSES	BROWN, AMY	MAMC CONFERENCE - TRAVERS	164.16	71380
101-215-864.000	CONFERENCES & CONVENTIONS	BROWN, AMY	MAMC CONFERENCE - TRAVERS	44.00	71380
Total For Dept 215 CLERK				260.07	
Dept 253 TREASURER					
101-253-740.000	OPERATING SUPPLIES	HOOPER PRINTING	TAX PAPER - YELLOW	47.91	71395
101-253-740.000	OPERATING SUPPLIES	POSTMASTER	WATER BILLS/TAX BILLS POS	625.63	71413
Total For Dept 253 TREASU				673.54	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	DES MOINES STAMP MFG. CO.	STAMP PADS	36.65	71387
101-265-727.000	OFFICE SUPPLIES	HOOPER PRINTING	PERMIT DECALS 18-19	80.05	71395
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	157.62	71425
101-265-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	30.00	71415
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	360.00	71417
101-265-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	50.00	71421
101-265-975.000	BUILDING IMPROVEMENTS	SUPER CIRCUITS	CITY HALL CAMERA PROJECT	440.94	71423
Total For Dept 265 CITY H				1,155.26	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	CENTEC CAST METAL PRODUCT	VET MARKERS FOR CEMETERY	182.79	71383
101-276-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	30.00	71415
Total For Dept 276 CEMETE				212.79	
Dept 301 POLICE DEPARTMENT					
101-301-727.000	OFFICE SUPPLIES	HOOPER PRINTING	POLICE CASE ENVELOPES	148.34	71395
101-301-850.000	COMMUNICATIONS	SPRINT	ACCOUNT STATMENT 5/10 - 6	445.00	71419
101-301-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	158.09	71433
101-301-960.000	SALVAGE EXPENSES	BMW OF GRAND RAPIDS	POLICE 2012 BMW RT1200	7,332.00	71373
Total For Dept 301 POLICE				8,083.43	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	2018 WAYFINDING & PLANNIN	1,538.00	71436
Total For Dept 400 PLANNI				1,538.00	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	207.86	71415
101-441-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	50.00	71421
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	ACCOUNT STATEMENT	33.08	71384
101-441-850.000	COMMUNICATIONS	SPRINT	ACCOUNT STATMENT 5/10 - 6	51.91	71419
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	STREET LIGHT R & M	88.32	71405
Total For Dept 441 DEPART				431.17	
Dept 751 PARKS					
101-751-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	225.72	71415
101-751-930.000	REPAIR & MAINTENANCE	CANFIELD PLUMBING & HEATI	LIBRARY R & M	781.00	71382
101-751-930.000	REPAIR & MAINTENANCE	KENT COUNTY ROAD COMMISSI	KCYF BRINING ROADS	399.33	71399
Total For Dept 751 PARKS				1,406.05	
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	47.50	71415
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES	180.00	71417
101-790-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	71421
101-790-930.000	REPAIR & MAINTENANCE	MODEL COVERALL SERVICE, I	LIBRARY RUGS	255.92	71409
Total For Dept 790 LIBRAR				523.42	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	71421
Total For Dept 804 MUSEUM				40.00	
Total For Fund 101 GENERA				18,605.56	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	ROAD SUPPLIES	415.00	71424
202-463-850.000	COMMUNICATIONS	SPRINT	ACCOUNT STATMENT 5/10 - 6	12.77	71419
Total For Dept 463 MAINTE				427.77	
Total For Fund 202 MAJOR				427.77	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-970.000	CAPITAL OUTLAY	GREAT LAKES PAVING	PAVING HILLSIDE CT	3,865.00	71437
Total For Dept 450 CAPITA				3,865.00	
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	SUPERIOR ASPHALT, INC.	ROAD SUPPLIES	415.00	71424
203-463-850.000	COMMUNICATIONS	SPRINT	ACCOUNT STATMENT 5/10 - 6	12.77	71419
Total For Dept 463 MAINTE				427.77	
Total For Fund 203 LOCAL				4,292.77	
Fund 238 HISTORICAL DISTRICT FUND					
Dept 000					
238-000-880.000	COMMUNITY PROMOTION	JAMES REAGAN, DDS	HDC GRANT REPLACE ROOF	2,482.00	71397
Total For Dept 000				2,482.00	
Total For Fund 238 HISTOR				2,482.00	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-930.000	REPAIR & MAINTENANCE	THORNAPPLE RIVER NURSERY,	WOOD CHIPS	196.00	71428
Total For Dept 463 MAINTE				196.00	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	OLIN, SUZANNE	DDA LUNCH 6/28/18	47.52	71411
Total For Dept 740 COMMUN				47.52	
Total For Fund 248 DOWNTO				243.52	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 474 TRAFFIC					
260-474-740.000	OPERATING SUPPLIES	WILLIAMS & WORKS INC.	2018 WAYFINDING & PLANNIN	682.00	71436

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 474 TRAFFIC					
Total For Dept 474 TRAFFI				682.00	
Dept 751 PARKS					
260-751-801.000	PROFESSIONAL SERVICES	C. FLY MARINE SERVICES, L	SHOWBOAT FINAL PYMT	28,000.00	71381
Total For Dept 751 PARKS				28,000.00	
Total For Fund 260 DESIGN				28,682.00	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-123.000	PREPAID EXPENSES	MEADOWBROOK INC.	AIRPORT INSURANCE 7/1/18	3,125.00	71407
Total For Dept 000				3,125.00	
Total For Fund 581 AIRPOR				3,125.00	
Fund 590 WASTEWATER FUND					
Dept 550 TREATMENT					
590-550-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	SAW GRANT	49,925.96	71414
590-550-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	WWTP CAPACITY	808.50	71414
590-550-802.000	CONTRACTUAL	SUEZ WATER ENVIRONMENTAL	WWTP SERVICES JUNE 2018	36,852.48	71422
590-550-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	20.01	71433
Total For Dept 550 TREATM				87,606.95	
Dept 551 COLLECTION					
590-551-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	S BROADWAY IMPROVEMENTS	13,372.00	71414
590-551-801.000	PROFESSIONAL SERVICES	VREDEVELD HAEFNER LLC	RATE CALCULATIONS	1,196.25	71434
590-551-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	NORTH BROADWAY	2,070.82	71414
590-551-850.000	COMMUNICATIONS	SPRINT	ACCOUNT STATMENT 5/10 - 6	25.96	71419
590-551-930.000	REPAIR & MAINTENANCE	FOCO INC/DEPENDALE SEWER	HYDRO EXCAVATE - M21 & JA	210.00	71391
590-551-930.000	REPAIR & MAINTENANCE	PLUMMERS ENVIRONMENTAL SE	WATER JETTING - 315 S HUD	4,181.10	71412
Total For Dept 551 COLLEC				21,056.13	
Dept 552 CUSTOMER ACCOUNTS					
590-552-703.000	SALARIES-METER READS	BARTLETT, SANDY	JUNE 2018 READS & MILEAGE	354.48	71379
590-552-730.000	POSTAGE	POSTMASTER	WATER BILLS/TAX BILLS POS	223.89	71413
590-552-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	JUNE 2018 READS & MILEAGE	30.25	71379
Total For Dept 552 CUSTOM				608.62	
Total For Fund 590 WASTEW				109,271.70	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP CHEMICALS	86.89	71393
591-570-740.000	OPERATING SUPPLIES	UNITED LABORATORIES	WTP SUPPLIES	462.68	71430
591-570-740.000	OPERATING SUPPLIES	WEST MICHIGAN POWDER COAT	WTP SHELF BRACKETS	30.00	71435
591-570-801.000	PROFESSIONAL SERVICES	FLAT RIVER ELECTRIC LLC	WTP SERVICE CALL	622.71	71390
591-570-802.000	CONTRACTUAL	ADT SECURITY SYSTEMS, INC	WTP SECURITY	113.64	71375
591-570-802.000	CONTRACTUAL	ENGINEERED PROTECTION SYS	WTP - VIDEO SERVICE	225.00	71389
591-570-802.000	CONTRACTUAL	RED CREEK	TRASH SERVICE	64.45	71415
591-570-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	71421
591-570-802.000	CONTRACTUAL	TRUGREEN	WTP LAWN CARE	443.41	71429
591-570-970.000	CAPITAL OUTLAY	VANDERKOLK + KOOI PAINTIN	WTP POWER WASHING	5,570.00	71431
Total For Dept 570 TREATM				7,658.78	
Dept 571 DISTRIBUTION					
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION APRIL 20	937.00	71396
591-571-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	NORTH BROADWAY	2,243.38	71414
591-571-850.000	COMMUNICATIONS	SPRINT	ACCOUNT STATEMENT 5/10 - 6	25.95	71419
591-571-850.000	COMMUNICATIONS	VERIZON WIRELESS	ACCOUNT STATEMENT	20.00	71433
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	16.53	71385
591-571-930.000	REPAIR & MAINTENANCE	KAMMINGA & ROODVOETS, INC	VALVE BOX	1,877.32	71371
591-571-930.000	REPAIR & MAINTENANCE	GRAINGER INDUSTRIAL SUPPL	WATER DEPT R & M	720.19	71392
591-571-930.000	REPAIR & MAINTENANCE	MAG PLUMBING SERVICE LLC	WATER DEPT R & M	170.00	71406
591-571-955.000	MISCELLANEOUS EXPENSE	MICHIGAN RURAL WATER ASSO	MEMBERSHIP MRWA - VANSETT	690.00	71408

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 571 DISTRIBUTION					
591-571-970.000	CAPITAL OUTLAY	ARCHITECTURAL BLDG. REST.	WATER STORAGE TANK BLDG R	4,625.00	71378
591-571-991.000	PRINCIPAL	RYAN EXCAVATING LLC	SEAL COAT/CRACK FILL	1,848.14	71418
Total For Dept 571 DISTRI				13,173.51	
Dept 572 CUSTOMER ACCOUNTS					
591-572-730.000	POSTAGE	POSTMASTER	WATER BILLS/TAX BILLS POS	223.88	71413
591-572-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	JUNE 2018 READS & MILEAGE	384.72	71379
Total For Dept 572 CUSTOM				608.60	
Total For Fund 591 WATER				21,440.89	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	1,223.75	71374
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	ACCOUNT STATEMENT	519.99	71374
636-000-801.000	PROFESSIONAL SERVICES	APPLIED IMAGING	COPY MACHINE CONTRACT	328.17	71377
636-000-801.000	PROFESSIONAL SERVICES	MUNICIPAL CODE CORP.	ADMIIIN FEE 6/1/18 - 5/31/	250.00	71410
636-000-802.000	CONTRACTUAL	DIGITAL OFFICE MACHINES,	DPW COPY MACHINE	58.04	71388
636-000-986.000	COMPUTER DATA PROCESSING	DELL MARKETING L P	COMPUTER EQUIPMENT	6,025.94	71386
Total For Dept 000				8,405.89	
Total For Fund 636 DATA P				8,405.89	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	STATE INSTALLATION & SERV	ANNUAL INSPECTION INGRUND	210.00	71420
661-895-740.000	OPERATING SUPPLIES	T AND M TOOLS INC.	EQUIP FUND - UPDATE EURO	1,324.75	71426
661-895-740.000	OPERATING SUPPLIES	T AND M TOOLS INC.	GARAGE TOOLS	25.75	71426
661-895-740.000	OPERATING SUPPLIES	SCHABERG, RYAN	SNAP ON TOOL BOX	2,750.00	71438
661-895-930.000	REPAIR & MAINTENANCE	AIS CONSTRUCTION EQUIPMEN	EQUIP FUND R & M	346.08	71376
661-895-930.000	REPAIR & MAINTENANCE	GRAINGER INDUSTRIAL SUPPL	EQUIP FUND R & M	322.50	71392
661-895-930.000	REPAIR & MAINTENANCE	HAROLD ZEIGLER FORD, INC.	EQUIP R & M	26.60	71394
661-895-930.000	REPAIR & MAINTENANCE	RHD TIRE INC	POLICE VEHICLE TIRES	1,096.16	71416
661-895-930.000	REPAIR & MAINTENANCE	TERMINAL SUPPLY CO.	EQUIP FUND R & M	166.62	71427
661-895-930.000	REPAIR & MAINTENANCE	TERMINAL SUPPLY CO.	EQUIP FUND R & M	37.63	71427
Total For Dept 895 FLEET				6,306.09	
Total For Fund 661 EQUIPM				6,306.09	



INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 06/26/2018 - 06/28/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number      Invoice Line Desc      Vendor      Invoice Description      Amount      Check #

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Fund Totals:

Fund 101	GENERAL FUND	18,605.56
Fund 202	MAJOR STREET FUN	427.77
Fund 203	LOCAL STREET FUN	4,292.77
Fund 238	HISTORICAL DISTR	2,482.00
Fund 248	DOWNTOWN DEVELOP	243.52
Fund 260	DESIGNATED CONTR	28,682.00
Fund 581	AIRPORT FUND	3,125.00
Fund 590	WASTEWATER FUND	109,271.70
Fund 591	WATER FUND	21,440.89
Fund 636	DATA PROCESSING	8,405.89
Fund 661	EQUIPMENT FUND	6,306.09

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203,283.19

**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**



**DATE:** June 14, 2018  
**TO:** Mayor Devore & the Lowell City Council  
**FROM:** Michael Burns  
City Manager  
**RE:** Sidewalk Ramp – N. Broadway

---

On May 25, 2018, a complaint was received during the N. Broadway repaving project about the removal of sidewalk ramps and the lack of an accessible handicap ramp in front of Lowell Light and Power (LL&P). Accessible handicap parking is not available immediately adjacent to the LL&P facility and was not planned as part of the N. Broadway resurfacing project. Furthermore, the City has not received any documented complaints about ADA accessibility issues within the project area until this issue. The nearest ADA accessible parking is located in the City owned parking lot to the south of LL&P. See Attachment A.

City administration initiated a review of ADA requirements in response to the complaint. According to the United States Access Board, Chapter 5, accessible parking is not required on public streets. Furthermore, it should be noted the Access Board does not specify a maximum travel distance in the standards. Specifically in the question and answer section of chapter 5, a specific question was posted regarding distance. "Do the Standards specify a maximum travel distance between parking spaces and facility entrances? No. The standards require that accessible parking spaces be on the shortest accessible route to an accessible entrance, but they do not specify a maximum travel distance, nor do they require that parking be installed where none is planned (e.g. directly in front of an entrance)."

If City Council opts to install a ramp in response to the complaint, the installation of a sidewalk ramp would cost approximately \$1500 - \$2000 and will require realigning a parking space to create an egress zone on the one way section of N. Broadway. If the council shows to install this, we could use act 51 pounds as we are now required to utilize 1% of those funds to address ADA accessibility issues adjacent to public roadways. Fitting the ramp into the small space available will be a challenge to meet ADA slope requirements, but the solution is possible. See Attachment B.

**I recommend City Council does not install a ramp as we are currently meeting ADA compliance in this area of the downtown.**





**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**



**DATE:** June 28, 2018  
**TO:** Mayor DeVore and the Lowell City Council  
**FROM:** Michael T. Burns, City Manager *MB*  
**RE:** 2560 Bowes Road

---

In 2014, the City acquired the property located at 2560 Bowes Road through a tax reversion from Kent County. The property was formerly owned by an operator of a Big Boy franchise and was never developed. The property is adjacent to city owned property whereby Lowell Light and Power utilizes this area for their transmission station.

Earlier this spring we received a request from Ryan Peel, President of Vergennes Broadband to purchase the property so he can use to manage the fiber system he provides to customers in this community. The property is currently zoned as General Industrial.

I explained to him the provision in the charter pertaining to the sale of city owned property which includes the following:

The City shall not have power to purchase, sell, or dispose of any real estate unless:

- (1) In case of sale, there shall be at least two published advertisements for bids prior to adoption of a resolution for sale or disposal.
- (2) Such action is approved by the affirmative vote of four or more members of the Council, and unless,
- (3) In the case of real estate owned by it, the resolution authorizing the sale, lease, or disposal thereof shall be completed in the manner in which it is finally passed and has remained on file with the Clerk for public inspection for twenty days before the final adoption or passage thereof, and unless,
- (4) It shall be in accordance with Section 5.12(a) of this Charter

After continued discussion, I suggested we approach the City Council regarding placing the property for sale. City Administration views the use of this property as being utilized for a tax generating use. While we need to follow the process above, the city has no need for this property. My sense is the city purchased the property to avoid going to the Kent County land bank. If developed, the taxes collected would not go to the city, but the land bank for a period of time (my experience has been five years).

If the property is placed out for bid, anyone could bid, including Vergennes Broadband. The City Council could then select any bid they receive that most suits the city and use of the

property. Municipal property must be sold at near-market value according to the Michigan Constitution.

I have attached information pertaining to the property along with photos of what Mr. Peel would install on the property if he was awarded the project.

**I recommend establishing a request for proposals for the sale of 2560 Bowes St. in accordance with the City Charter.**

# Viewer Map



March 5, 2018

2014 MAY 20 PM 3:12



20140520-0039451

Mary Hollinrake P:1/1 3:13PM  
Kent Cnty MI Rgstr 05/20/2014 SEAL

QUIT CLAIM DEED

THE GRANTOR \*\* KENNETH D. PARRISH, KENT COUNTY TREASURER, WHOSE ADDRESS IS  
300 MONROE AVE NW, GRAND RAPIDS, MI 49503, CONVEYS AND QUIT CLAIMS TO  
CITY OF LOWELL

("GRANTEE(S)"), WHOSE ADDRESS IS

301 EAST MAIN ST LOWELL MI 49331

THE FOLLOWING DESCRIBED PREMISES SITUATED IN THE CITY of CITY OF LOWELL  
COUNTY OF KENT AND THE STATE OF MICHIGAN:

PROPERTY DESCRIPTION:

412003371004PART OF SW 1/4 COM 106.96 FT N OD 46M 16S E ALONG W SEC LINE FROM SW COR OF  
SEC TH NELY 94.12 FT ON A 127.0 FT RAD CURVE TO LT /LONG CHORD BEARS N 67D 53M 37S E  
91.98 FT/ TH N 46D 39M 45S E 58.43 FT TO SWLY LINE OF BOWES ST /66 FT WIDE/ TH NWLY  
237.19 FT ALONG SD SWLY LINE ON A 463.0 FT RAD CURVE TO RT /LONG CHORD BEARS N 30D 34M  
35S W 234.61 FT/ TH S 65D 42M 12S W 5.16 FT TO W SEC LINE TH S OD 46M 16S W ALONG W SEC  
LINE TO BEG \* SEC 3 T6N R9W 0.39 A.SPLIT ON 01/29/2009 FROM 41-20-03-371-001;

FURTHER IDENTIFIED AS PARCEL #41-20-03-371-004  
FOR THE SUM OF TWO THOUSAND SIX HUNDRED SIXTY AND 7/100 Dollars(\$ 2,660.07 )  
EXEMPT FROM COUNTY AND STATE TRANSFER TAX (MCL 207.505(h)(i) AND MCL 207.526(h)(i))  
AND REMONUMENTATION FEES (MCL 600.2567(a)). DATED THIS 19th DAY OF MAY 2014.

SIGNED BY: Kenneth D. Parrish  
KENNETH D. PARRISH, KENT COUNTY TREASURER

STATE OF MICHIGAN }  
COUNTY OF KENT } SS

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS 19TH DAY OF MAY 2014.  
BY KENNETH D. PARRISH, KENT COUNTY TREASURER.

Denise M. Terpstra  
\*DENISE M. TERPSTRA

NOTARY PUBLIC, STATE OF MICHIGAN  
COUNTY OF KENT  
MY COMMISSION EXPIRES: OCTOBER 5, 2018  
ACTING IN THE COUNTY OF KENT

DRAFTED BY AND RETURN TO:  
KENT COUNTY TREASURER  
DENISE TERPSTRA  
300 MONROE AVE NW  
GRAND RAPIDS MI 49503



**Register of Deeds Document Search**

**Search Results**

From Party	To Party	DocType	Short Legal Description	Record Date	Liber/Page Pages	Instrument	PPN
KENT COUNTY TREASURER	FSK LTD, LLC	CERTFORF	prcl#: 412003371004 twn: 6 r	03/27/2013	2	201303270034802	412003371004
KENT COUNTY TREASURER	FSK LTD, LLC	CERTFORF	prcl#: 412003371004 twn: 6 r	03/27/2013	2	201303270034802	412003371004
KENT COUNTY TREASURER	FSK LTD, LLC	CERTFORF	prcl#: 412003371004 twn: 6 r	04/10/2014	2	201404100028440	412003371004
KENT COUNTY TREASURER	FSK LTD, LLC	CERTFORF	prcl#: 412003371004 twn: 6 r	04/10/2014	2	201404100028440	412003371004
KENT COUNTY TREASURER	FSK, LTD, LLC	NOTFORCL	prcl#: 412003371004 twshp: LO	04/21/2014	1	201404210031171	412003371004
KENT COUNTY TREASURER	FSK, LTD, LLC	NOTFORCL	prcl#: 412003371004 twshp: LO	04/21/2014	1	201404210031171	412003371004
KENT COUNTY TREASURER	LOWELL, CITY OF	QC DEED	prcl#: 412003371004 twshp: LO	05/20/2014	1	201405200039451	412003371004
KENT COUNTY TREASURER	LOWELL, CITY OF	QC DEED	prcl#: 412003371004 twshp: LO	05/20/2014	1	201405200039451	412003371004

Results 1-8

of 8



20140421-0031171  
 Mary Hollinrake P:1/1 12:19PM  
 Kent Cnty MI Rgsr 04/21/2014 SEAL

RECD KENT COUNTY, MI R05

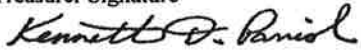
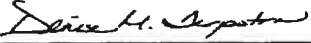
2014 APR 21 AM 11:56

## Notice of Judgement of Foreclosure

Michigan Department of Treasury  
 3731 (3-04)

Required by section 78k(8) of The General Property Tax Act, 1893 PA 206, as amended, MCL 211.78k(8).

On February 21, 2014, in Civil Action No. 13-05482-CZ, in the Circuit Court of Kent County, the Kent County Treasurer entered a Judgement of Foreclosure in the Matter of the Petition of the County Treasurer against the property described below, vesting absolute title to the real property in the County of Kent, by the Kent County Treasurer, as provided by Section 78k of The General Property Tax Act, 1893 PA 206, as amended, MCL 211.78k, if not redeemed by March 31, 2014. Under the General Property Act, the Judgement of Foreclosure became final and unappealable on March 31, 2014.

Parcel No. <b>41-20-03-371-004</b>	Property Forfeited to County Treasurer on March 1, 2013. Certificate of Forfeiture recorded on Instrument # <b>201303270034802</b>
Property Address (if available): <b>2560 BOWES ST SE LOWELL MI 49331</b>	Owner: <b>FSK LTD LLC</b>
County: <b>KENT COUNTY</b> Local Unit Name: <b>CITY OF LOWELL</b> Local Unit Code: <b>72</b>	
Legal Description of the Property: <b>412003371004PART OF SW 1/4 COM 106.96 FT N 0D 46M 16S E ALONG W SEC LINE FROM SW COR OF SEC TH NELY 94.12 FT ON A 127.0 FT RAD CURVE TO LT /LONG CHORD BEARS N 67D 53M 37S E 91.98 FT/ TH N 46D 39M 45S E 58.43 FT TO SWLY LINE OF BOWES ST /66 FT WIDE/ TH NWLY 237.19 FT ALONG SD SWLY LINE ON A 463.0 FT RAD CURVE TO RT /LONG CHORD BEARS N 30D 34M 35S W 234.61 FT/ TH S 65D 42M 12S W 5.16 FT TO W SEC LINE TH S 0D 46M 16S W ALONG W SEC LINE TO BEG * SEC 3 T6N R9W 0.39 A. SPLIT ON 01/29/2009 FROM 41-20-03-371-001;</b>	
<b>April 21, 2014</b>	County Treasurer Signature 
Notary Public, State of Michigan, County of Kent My Commission Expires on October 5, 2018 Acting in the County of Kent Subscribed to and sworn before me on this 21st day of April 2014.  Denise M. Terpstra, Notary Public	Drafted by and when recorded, return to: County Treasurer for the County of Kent Address: <b>300 MONROE AVE NW PO BOX Y GRAND RAPIDS MI 49501</b>

**Property Search**

**Sales History**

The sales listed below are the sales contained in the county assessment database. For a complete history of recorded documents on this parcel, see [Register of Deeds online document search](#). You may purchase copies of deeds and any other recorded documents on record for this parcel number.

**Parcel Number:** 41-20-03-371-004

**Property Address:** 2560 BOWES ST SE

<b>Sale Date</b>	<b>Liber / Page</b>	<b>Instrument #</b>	<b>Qualification <a href="#">HELP?</a></b>	<b>Type <a href="#">HELP?</a></b>	<b>Sale Price</b>	<b>Net Price</b>
05/19/2014	201405200039451		NOT USED	QC	2,660	2,660
04/21/2014	201404210031171		FORECLOSURE	MC	0	0

201404100028440  
04/10/2014  
P:1 of 2  
\$13.00

Mary Hollinrake  
Kent County Register of Deeds


Michigan Department of Treasury, LPS  
3626 (Rev. 03-04)

This form is issued under the authority  
of MCL 211.78g

### CERTIFICATE OF FORFEITURE OF REAL PROPERTY

On March 3, 2014 the following real property was forfeited to the Kent County Treasurer for **NON PAYMENT OF PROPERTY TAXES** for the year(s) 2012.

This property will be titled absolutely in the name of the foreclosing governmental unit if not redeemed by 03/31/2015 after entry of a judgment of foreclosure pursuant to MCL 211.78k. After this date, parties of interest in this property will have **NO FURTHER RIGHT TO REDEEM.**

Property ID No. 41-20-03-371-004	
Owner According to Tax Record FSK LTD LLC	
Property Address 2560 BOWES ST SE LOWELL MI 49331	Amount for Which Property Forfeited \$ 872.79
Property Description SEE ATTACHED PAGE for Legal Description	
Prepared By <b>KENNETH D. PARRISH</b> 300 MONROE AVE NW PO BOX Y GRAND RAPIDS MI 49501	Signature of County Treasurer 
	County Treasurer Name Printed <b>KENNETH D. PARRISH</b>

201404100028440  
04/10/2014  
P:2 of 2  
\$13.00

Mary Hollinrake  
Kent County Register of Deeds

Michigan Department of Treasury  
3626 (Rev. 03-04)

This form is issued under the authority of MCL 211.78g

**CERTIFICATE OF FORFEITURE OF REAL PROPERTY CONTINUING SHEET**

**KENT COUNTY TREASURER FORFEITURE CERTIFICATE**

Property ID No. 41-20-03-371-004

Name of owner according to tax record FSK LTD LLC

412003371004 PART OF SW 1/4 COM 106.96 FT N 0D 46M 16S E ALONG W SEC LINE FROM SW COR OF SEC TH NELY 94.12 FT ON A 127.0 FT RAD CURVE TO LT /LONG CHORD BEARS N 67D 53M 37S E 91.98 FT/ TH N 46D 39M 45S E 58.43 FT TO SWLY LINE OF BOWES ST /66 FT WIDE/ TH NWLY 237.19 FT ALONG SD SWLY LINE ON A 463.0 FT RAD CURVE TO RT /LONG CHORD BEARS N 30D 34M 35S W 234.61 FT/ TH S 65D 42M 12S W 5.16 FT TO W SEC LINE TH S 0D 46M 16S W ALONG W SEC LINE TO BEG \* SEC 3 T6N R9W 0.39 A. SPLIT ON 01/29/2009 FROM 41-20-03-371-001;

201303270034802  
03/27/2013  
P:1 of 2  
\$13.00

Mary Hollinrake  
Kent County Register of Deeds


Michigan Department of Treasury, LPS  
3626 (Rev. 03-04)

This form is issued under the authority  
of MCL 211.78g

### CERTIFICATE OF FORFEITURE OF REAL PROPERTY

On March 1, 2013 the following real property was forfeited to the Kent County Treasurer for **NON PAYMENT OF PROPERTY TAXES** for the year(s) 2011.

This property will be titled absolutely in the name of the foreclosing governmental unit if not redeemed by 03/31/2014 after entry of a judgment of foreclosure pursuant to MCL 211.78k. After this date, parties of interest in this property will have **NO FURTHER RIGHT TO REDEEM.**

Property ID No. 41-20-03-371-004	
Owner According to Tax Record FSK LTD LLC	
Property Address 2560 BOWES ST SE LOWELL MI 49331	Amount for Which Property Forfeited \$ 1031.70
Property Description SEE ATTACHED PAGE for Legal Description	
Prepared By <b>KENNETH D. PARRISH</b> 300 MONROE AVE NW PO BOX Y GRAND RAPIDS MI 49501	Signature of County Treasurer 
	County Treasurer Name Printed <b>KENNETH D. PARRISH</b>

201303270034802  
03/27/2013  
P:2 of 2  
\$13.00

Mary Hollinrake  
Kent County Register of Deeds

Michigan Department of Treasury  
3626 (Rev. 03-04)

This form is issued under the authority of MCL 211.78g

**CERTIFICATE OF FORFEITURE OF REAL PROPERTY CONTINUING SHEET**

**KENT COUNTY TREASURER FORFEITURE CERTIFICATE**

Property ID No. 41-20-03-371-004

Name of owner according to tax record FSK LTD LLC

412003371004 PART OF SW 1/4 COM 106.96 FT N 0D 46M 16S E ALONG W SEC LINE FROM SW COR OF SEC TH NELY 94.12 FT ON A 127.0 FT RAD CURVE TO LT /LONG CHORD BEARS N 67D 53M 37S E 91.98 FT/ TH N 46D 39M 45S E 58.43 FT TO SWLY LINE OF BOWES ST /66 FT WIDE/ TH NWLY 237.19 FT ALONG SD SWLY LINE ON A 463.0 FT RAD CURVE TO RT /LONG CHORD BEARS N 30D 34M 35S W 234.61 FT/ TH S 65D 42M 12S W 5.16 FT TO W SEC LINE TH S 0D 46M 16S W ALONG W SEC LINE TO BEG \* SEC 3 T6N R9W 0.39 A. SPLIT ON 01/29/2009 FROM 41-20-03-371-001;







# Memorandum



To: Lowell City Council

From: Steve Donkersloot

Date: June 18, 2018

Re: LL&P Board Recommendation to Update GM's Maximum Spending Authority in Policy 5-15, Procurement

---

During the April, May, and June LL&P Board Meetings, the LL&P Board spent considerable time (2-3 hours in total) reviewing and discussing the LL&P General Manager's maximum spending authority in LL&P's Policy 5-15, Procurement.

The following are the key conclusions the LL&P Board made:

1. The current \$10,000 limit has been in place for a considerable length of time (10+ years) and is believed to be an arbitrary amount not tied to anything in particular.
2. There was a consensus by the LL&P Board that the \$10,000 amount should be increased as this limit, because of inflation, has eroded over time. In addition, the limit is causing inefficiencies in the procurement of materials and services; especially with large capital projects or critical distribution system infrastructure.
  - a. Case and point, in just the past three years alone, there have been 23 time-sensitive distribution department related items that have had to wait till the next LL&P Board Meeting for approval because of their \$10,000+ cost. This can make things difficult as the LL&P Board only meets once a month – so meetings are 4-5 weeks apart.
3. Ultimately, after much discussion, the LL&P Board felt the spending authority should be a flat dollar amount based on a percentage of the fiscal year's budgeted total revenue that the Board feels comfortable with. The flat dollar amount would be reviewed annually if revenue significantly changes (up or down) from the previous year.
  - a. There are a few important reasons the Board chose this methodology:
    - i. The Board's exposure, relative to the total dollars (i.e. revenue) available, will stay very consistent from year-to-year;

- ii. Typically, revenues and expenses correlate with one another. Therefore, as the cost of goods (expenses) increase over time, revenues too will likely increase, resulting in a higher recommended spending authority for staff to cover the purchase of essential utility materials without needing Board approval;
  - iii. This type of language provides sound logic for future LL&P Boards when reviewing and updating the GM's maximum spending authority.
4. After reviewing and discussing a list of material/project-based action items from the last three years, which I have included in the packet, and discussing the previous three items listed in this memo, the Board took action and is recommending the following two-tiered approach going forward:
- a. For budgeted and/or approved projects, the LL&P Board is unanimously recommending that the GM's maximum spending authority is set at \$50,000, which was derived from and correlates to just under .60% of FY 2019's budgeted revenue.
  - b. For discretionary purchases/items, the LL&P Board is unanimously recommending that the GM's maximum spending authority is set at \$25,000, which was derived from and correlates to just under .30% of FY 2019's budgeted revenue.

Chapter 16, Section 16.4, Purchases and Sale of Personal Property by Board of Light and Power, of the City Charter states: "Subject to the approval of the Council, the Board shall provide the dollar limit within which purchases of personal property may be made without the necessity for securing competitive bids, and the dollar limit within which purchases may be made by the Superintendent without the necessity for Board approval." Thus, the LL&P Board's recommendation must be approved by the City Council in order to take effect.

**In conclusion, it is the LL&P Board's recommendation to the City Council to increase the LL&P's General Manager's (i.e. Superintendent's) maximum spending authority to \$50,000 for budgeted and/or approved projects and to \$25,000 for discretionary purchases/items.**

## LL&P Board Approved Cost-Based Action Items (May 2015 - April 2018)

Meeting Month	Vendor	Amount	Department	What Was Purchased
May-15	On Power/Alpine Power	\$ 34,633.61	Generation	Materials for Rolls Royce Combustion Turbine
May-15	Kent Power/Resco/MISC	\$ 55,000.00	Distribution	12470 Expansion (Kent Power-\$20,159.35; Resco-\$9135.73)
Jun-15	GRP Engineering	\$ 28,400.00	Distribution	System Modeling & Individual Services & Meter Location Data
Jun-15	Thomasson Lumber	\$ 10,857.89	Distribution	48 Poles
Jun-15	Anderson Painting	\$ 24,500.00	Distribution	Painting work at Lowell Energy Center
Oct-15	GRP Engineering	\$ 37,872.00	Distribution	Scada System
Oct-15	MERS	\$ 23,241.00	Office	Cost of Living Adjustment
Dec-15	OnPower/Kendall Electric/Power Line Supply	\$ 242,398.89	Generation	CT Installation Material Approval
Dec-15	Eaton Cooper Power Systems	\$ 525,000.00	Distribution	AMI Project
Feb-16	Solomon	\$ 10,595.00	Distribution	500 KVA Transformer
Feb-16	Solomon	\$ 58,795.00	Distribution	5000 KVA Transformer
Feb-16	Eaton Cooper Power Systems	\$ 17,790.00	Generation	Recloser Control
Mar-16	Schneider Electric/Graybar	\$ 123,600.00	Generation	Switchgear & Related Engineering/Parts(Add Surge Capacitor)
Apr-16	Utility Instrument Services	\$ 22,202.00	Distribution	Substation Maintenance
May-16	Solomon	\$ 23,959.00	Distribution	1500 KVA Transformer
May-16	Solomon	\$ 22,550.00	Distribution	Attwood Spare Transformer
Jun-16	OnPower	\$ 24,150.00	Generation	Water Injection Skid
Jun-16	Shoreline Metal Fabricators	\$ 18,880.00	Generation	Lagging/Insulation of C.T. Exhaust
Aug-16	Resco	\$ 31,360.94	Distribution	Materials for Five Year Plan (First Project)
Aug-16	Thomasson Lumber	\$ 11,046.40	Distribution	23 Poles
Sep-16	OnPower	\$ 16,500.00	Generation	Six Refurbished Fuel Nozzles for Sieman's C.T.
Oct-16	OnPower	\$ 24,068.04	Generation	Labor & Engineering work for Sieman's C.T.
Oct-16	MERS	\$ 4,475.00	Office	Cost of Living Adjustment
Nov-16	OnPower	\$ 20,165.68	Generation	Engineering work on Sieman's C.T.
Dec-16	Canfield Heating & Plumbing	\$ 14,704.00	Office	Replacement of Roof Top Units
Jan-17	OnPower	\$ 22,753.19	Generation	Labor & Engineering work for Sieman's C.T.
Jan-17	Amcomm Telecommunications INC	\$ 48,790.00	Office	VOIP Project
Feb-17	Vergennes Broadband	\$ 9,000.00	Office	Fiber Extension for VOIP
Feb-17	IP Consulting	\$ 32,250.00	Office	Statement of work for VOIP
Feb-17	IP Consulting	\$ 39,488.00	Office	Hardware (Servers, Phones, Routers, Analog Adapter) for VOIP
Feb-17	Kore Hi-Cor	\$ 11,000.00	Office	Networking and Switching Work for VOIP
Feb-17	Kore Hi-Cor	\$ 4,269.00	Office	Hardware and materials for networking and switching work for VOIP
Feb-17	Addorio Technologies	\$ 4,800.00	Office	Networking for VOIP
Mar-17	B&B Truck Equipment	\$ 10,700.00	Distribution	Bin Replacement for Service Trucks
Mar-17	Natural Gas Compression INC	\$ 603,000.00	Generation	Natural Gas Compressor- Five Year Installment

## LL&P Board Approved Cost-Based Action Items (May 2015 - April 2018)

Meeting Month	Vendor	Amount	Department	What Was Purchased
Mar-17	Natural Gas Compression INC	\$ 2,500.00	Generation	Up front legal/financing costs to execute the IPA
Mar-17	Resco/Irby/T&R Electric	\$ 17,753.35	Distribution	Materials for Phase 1 of Harvest Meadows Condominium Development
Mar-17	GRP Engineering	\$ 15,000.00	Distribution	Engineering Service Proposal for Project #104
May-17	Eaton Cooper Power Systems	\$ 39,145.16	Distribution	Overhead to underground switch at King Milling
Jun-17	Sunray Roofing	\$ 90,060.00	All	Facility roof replacements and repairs
Jul-17	GRP Engineering	\$ 15,000.00	Distribution	Service Proposal for Project #102
Jul-17	GRP Engineering	\$ 4,500.00	Distribution	Service proposal for Project #107
Jul-17	GRP Engineering	\$ 22,000.00	Distribution	Service proposal for Project #108
Jul-17	OnPower	\$ 15,891.16	Generation	Engineering work for Sieman's C.T.
Aug-17	Severance Electric Co.	\$ 32,685.00	Distribution	Work for Project #102 (work linework could not perform)
Sep-17	Power Line Supply	\$ 68,615.75	Distribution	Material Purchase for New Circuit #203 Project (Project #102)
Sep-17	Controllix Corporation	\$ 72,024.00	Distribution	Material Purchase for Substation Capacitor Bank (Project #104)
Sep-17	Detroit Diesel	\$ 31,500.00	Generation	Purchase of Standby Generator
Oct-17	Thomasson Lumber	\$ 11,041.30	Distribution	Utility Pole Purchases
Oct-17	MERS	\$ 78,129.00	Office	Cost of Living Adjustment
Nov-17	Irby	\$ 31,341.35	Distribution	Wire Purchased for South Broadway Project
Dec-17	Schneider Electric	\$ 14,870.00	Generation	MCC Panel Purchase
Feb-18	Consumer's Energy	\$ 789,500.00	Generation	Gas Extraordinary Facilities Agreement
Feb-18	Harmony Construction	\$ 16,988.00	Office	Office Breakroom/Hallway & Lobby Renovation
Mar-18	Kent Equipment	\$ 39,640.00	Distribution	Kubota Mini Excavator
Mar-18	A Star Electric	\$ 38,285.13	Distribution	13 Relays for Five Year Plan Project
Mar-18	Anixter	\$ 16,745.00	Distribution	Material Purchased for Distribution Capacitor Bank Project #107
Apr-18	Beauchum Flooring	\$ 13,560.00	Office	Carpet Replacement Project

<b>Total</b>	<b>58 instances in 36 months</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
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Department	Instances	Average	Average W/O \$100K +	Median
Distribution	28	\$ 46,308	\$ 28,578	\$ 24,230
Generation	16	\$ 125,138	\$ 20,308	\$ 23,411
Office	13	\$ 23,130	\$ 23,130	\$ 14,704
All	1	\$ 90,060	\$ 90,060	\$ 90,060

<b>Total</b>	<b>58</b>	<b>\$ 63,613</b>	<b>\$ 27,639</b>	<b>\$ 22,997</b>
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**Time Sensitive Distribution Items**

Transformer Purchases	4
Pole Purchases	3
Distribution/System Projects	16

<b>Average</b>	<b>\$ 28,648.00</b>
<b>Median</b>	<b>\$ 22,550.00</b>

**Limit as % of Budgeted Revenue**

0.10%	\$ 8,486
0.15%	\$ 12,728
0.20%	\$ 16,971
0.25%	\$ 21,214
0.30%	\$ 25,457
0.35%	\$ 29,700
0.40%	\$ 33,942

**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**



**DATE:** June 28, 2018  
**TO:** Mayor DeVore and the Lowell City Council  
**FROM:** Michael T. Burns, City Manager MS  
**RE:** AT&T Right of Way Permit

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AT&T's right of way permit is about to expire this December. The City has had a continuous agreement with AT&T that has been renewed every five years since 2003.

The attached agreement is for AT&T to operate in our right of way. Payments made to the city for use of our right of way have been set by the METRO act.

**I recommend renewal of the AT&T Right of Way permit with the City of Lowell until December 5, 2023.**



AT&T Michigan  
Lynn Dutton  
METRO Act Administrator  
54 N. Mill Street  
Mailbox #30  
Pontiac, MI 48342

June 1, 2018

Lowell City Clerk  
301 E Main St  
Lowell, MI 49331

**METRO ACT RIGHT OF WAY PERMIT EXTENSION**

Dear Lowell City Clerk,

This is a letter agreement which extends the existing METRO Act Permit issued by the Lowell City/Kent County to Michigan Bell Telephone Company d/b/a AT&T Michigan ("AT&T") which expires on December 31, 2018. The extension is for a term to end on December 31, 2023.

If this is agreeable, please sign both copies of the extension letter agreement in the place provided below and return to AT&T Michigan at the address on this letterhead. Upon receipt AT&T will acknowledge and return one copy for your files.

Additional information regarding this renewal request may be found at <http://www.michigan.gov/mpsc>. Please click on Telecommunications, METRO Act/Right of Way, and AT&T 5 Year permit extension.

We would appreciate return of the signed copies within 30 days of receiving this request. Your cooperation is appreciated.

If you have any questions feel free to contact Ms. Lynn Dutton via e-mail, [LD1432@att.com](mailto:LD1432@att.com) or 248-424-0124.

Agreed to by and on behalf of the  
**Lowell City**

**Michigan Bell Telephone Company d/b/a  
AT&T** acknowledges receipt of this  
Permit Extension granted by the municipality.

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

By: \_\_\_\_\_  
Lynn Dutton

Its: \_\_\_\_\_

Its: METRO Act Administrator

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

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



APPOINTMENTS

Expires

Board of Review

Vacancy (Herb Vanderbilt – Resigned 04/16/18)

06/30/2020

Vacancy (Nancy Wood-Currently Serving)

06/30/2018

Local Officers Compensation Commission

Vacancy (Barb Zandstra – Resigned 03/20/18)

06/30/2021

LCTV Endowment Board

Vacancy (Barb Zandstra – Resigned 03/20/18)

12/31/2018