



## APPROVAL OF THE AGENDA

IT WAS MOVED BY ELLISON and seconded by THOMPSON to approve the agenda as modified.

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

## 4. APPROVAL OF THE MINUTES

IT WAS MOVED BY ELLISON and seconded by KENT to approve the minutes of the March 5 and November 18, 2014 meetings as corrected.

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

## 5. NEW BUSINESS

- a. **Progress Reports.** The Board reviewed the progress reports from the 2014 grants. Boardmember Simmonds requested the progress be delivered to the members prior to the meeting. The board questioned the progress report regarding Creekside/Stoney Lake restroom repairs. City Manager Howe explained the contractor failed to do the repairs. New bids will be sought in order for these repairs to be done in the spring. The board questioned if there were additional invoices for the street reconstruction of Bowes Road. They also questioned the report on the Urban Forest Initiative and asked why invoices were not included. Howe noted the contractor has yet to bill the City. The Kent County Youth Fair progress report was reviewed. It was noted a cart was purchased and the remaining grant amount was put aside for the purchase of a cart in 2015. Howe asked if the board thought it was appropriate for an organization to carry over funds that were not used. Boardmember Thompson believed this was allowable considering they did not receive the entire grant amount requested. Boardmember Wittenbach was happy the Lowell Area Schools received the entire grant request for the low power FM Radio Station.
- b. **Review Process.** Discussion was held regarding how the LCTV Endowment Board could improve the review process.

IT WAS MOVED BY KENT and seconded by SIMMONDS to request the Lowell City Council notify the LCTV Endowment Board by September 1<sup>st</sup> of each year regarding their intention of following the normal grant process. The LCTV Endowment Board should also be invited to any discussion the City Council has regarding the LCTV Fund.

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

Boardmember Wittenbach stated he appreciates the City Council allowing the townships to request grants from this fund.

## 6. **BOARDMEMBER COMMENTS.**

Boardmember Thompson requested a breakdown of how the funds will be used for the upcoming year. City Manager Howe explained much of the money will be used toward streets that tend to serve the public rather than just city residents. Howe noted the City is working with Grand Valley Metro Council and an Asset Management Plan will be put in place. This plan can be presented to the LCTV Endowment Board.

The next meeting was scheduled for December 3, 2015 at 7:00 p.m.

IT WAS MOVED BY THOMPSON to adjourn at 8:16 p.m.

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Dennis J. Kent  
Chair

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Barb Zandstra  
Recording Secretary

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