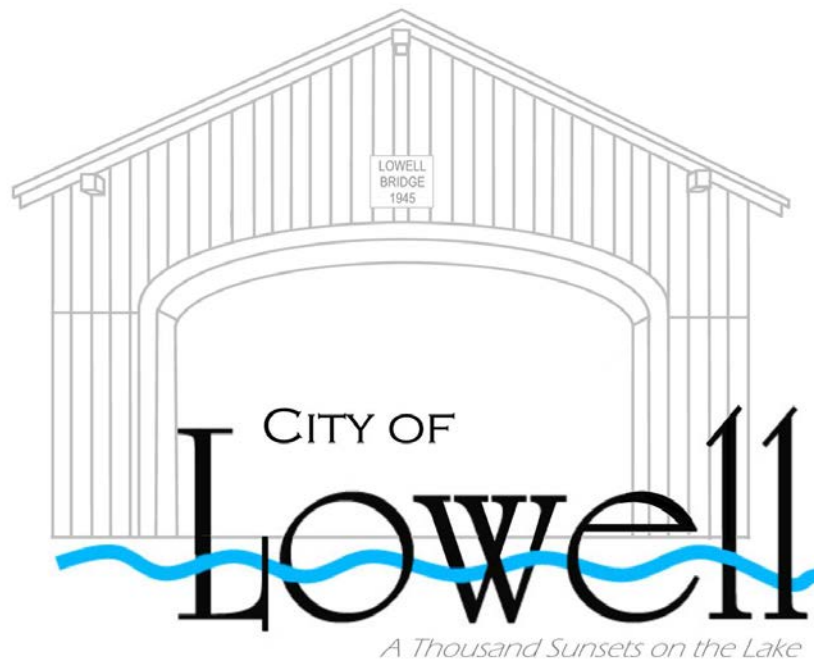


AGENDA
BUDGET COMMITTEE
WEDNESDAY, APRIL 25, 2018 – 6:00 P.M.
Lowell City Hall, 107 East 3rd Street, Lowell, Oregon

- 1. CALL TO ORDER/ROLL CALL**
- 2. SELECTION OF BUDGET COMMITTEE OFFICERS**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
 - a. Budget Committee Meeting Minutes from April 26, 2017
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
 - a. Presentation of Fiscal Year 2018-19 Proposed Budget
 - b. Public Comments on the Fiscal Year 2018-19 Proposed Budget
 - c. Public Hearing on Proposed Uses of State Revenue Sharing
 - d. Consideration of Fiscal Year 2018-19 Tax Rate of \$2.1613
 - e. Consideration of Fiscal Year 2018-19 Utility Rates
 - f. Consideration of Fiscal Year 2018-19 Proposed Budget
- 7. OTHER BUSINESS**
- 8. ADJOURNMENT**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Joyce Donnell at 541-937-2157.

CITY OF LOWELL



PROPOSED
BUDGET DOCUMENT
2018-19

**City of Lowell
Budget Committee
Fiscal Year 2018-19**

City Council	Term Expires
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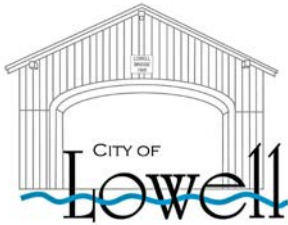
Gail Harris	December 31, 2020
Patricia Angelini	December 31, 2020
Jim Burford	December 31, 2020
Maggie Osgood	December 31, 2018
Don Bennett	December 31, 2018

Appointed Members	Term Expires
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Vacant	December 31, 2018
Gerry Burr	December 31, 2019
Bill George	December 31, 2020
Maureen Weathers	December 31, 2019
Jerry Bjornstad	December 31, 2018

Fiscal Year 2018-19 Budget Calendar

March 21	Budget Work Plan Instructions Submitted to Departments
March 28	Budget Work Plans Returned to Budget Officer
March 28 (Send March 21)	Publish First Notice of Budget Committee Meeting and Notice of Public Hearing Regarding City's Use of State Shared Revenue
April 11 (Send April 4)	Publish Second Notice of Budget Committee Meeting and Notice of Public Hearing Regarding City's Use of State Shared Revenue
April 25	<p>First Budget Committee Meeting</p> <ul style="list-style-type: none"> • Elect Budget Committee Officers • Receive Budget Message and Proposed Budget • Public Comment on the Proposed Budget • Public Hearing on the Proposed Use of State Shared Revenue • Deliberations on the Proposed Budget • Recommendation of the Budget to the City Council
May 2	Second Budget Committee Meeting – If Necessary
May 8 (Send May 4)	Publish Notice of Budget Hearing and Notice of Public Hearing Regarding City's Use of State Shared Revenue
May 15	<p>Regular City Council Meeting</p> <ul style="list-style-type: none"> • Public Hearing on the Budget Approved by the Budget Committee • Public Hearing on the Proposed Use of State Shared Revenue • Discuss Budget Approved by the Budget Committee • Discuss Proposed Use of State Shared Revenue • Approve Resolution Certifying Services and Electing to Receive State Shared Revenue • Approve Resolution Adopting Budget, Imposing and Categorizing Tax
July 6	Submit Tax Certification Documents and Copy of All Budget Documents to the County Clerk



City Administrator's Office
P.O. Box 490 Lowell, OR 97452
Phone: 541-937-2157
Fax: 541-937-2936
Email: jcobb@ci.lowell.or.us

April 18, 2018

Dear Mayor, Council and Citizens of Lowell:

I am pleased to present the Fiscal Year 2018-19 Budget for the City of Lowell, Oregon. This budget has been thoughtfully prepared to facilitate the implementation of City Council priorities and the ongoing provision of services to Lowell residents. The total budget appropriations for FY 2018-19 are \$2,196,432, which represents a 11% increase over the 2017-18 Budget; however the increase is due primarily to transfers from the SDC Fund individual funds for each SDC (i.e. Water SDC Fund). An additional \$560,135 has been reserved for future expenditure or to meet debt obligation requirements.

Key Policy Issues

Staff identified several key policy issues to be addressed in the 2018-19 Budget. These were developed to take a broader look at the implications of the funding for the proposed and subsequent budget years. The following points summarize these issues:

- **Maintaining the current property tax rate.** The City of Lowell has a property tax rate of \$2.16 per \$1,000 in taxable value. This is the lowest municipal property tax rate of any municipality in Lane County. Reducing the pressure on property taxes was a key consideration in developing the 2018-19 Budget.
- **Achieving financial stability.** In April 2016, the City Council adopted Resolution 644, which established criteria to assess the financial health of the City. The policy sets a minimum reserve of 17% (3 months) of budgeted operating expenditures. FY 2018-19 is projected to be the first year that all operating funds exceed this requirement.
- **Emphasizing training and innovation.** A common theme that has emerged in recent years is that governments are going to have to find a way “to do more with less”. To make this happen requires well-trained employees that are engaged in their profession. The proposed budget maintains our investment in employee training.
- **Planning for infrastructure investments.** Last year grant funds were awarded for the development of a Downtown Master Plan and a Parks and Recreation Master Plan. Match funds are also included in the proposed budget to apply for a TGM Grant for a Local Street Network Plan. Moreover, a Pavement Preservation Plan is currently under development. Significant funding will be required for the successful implementation of these plans.

City Administrator’s Budget Message

Moving forward, adequate match (25 % of project costs) will need to be identified to pursue grant funds.

Economic Outlook

Certain assumptions are made when developing the budget. Chief among them is the broader economic outlook, which impacts projected revenues and expenditures. Per the most recent report published in March by the Oregon Office of Economic Analysis, the Oregon economy “continues to hit the sweet spot”; however, the rate of growth has stabilized, with job gains decreasing from a high of 5,000 to 3,000 per month. The March 2018 unemployment rate remains historically low at 4.1%.

Growth Indicators

There are several indicators of growth tracked by staff each year. These include population, property values, and housing starts:

Indicators	2013	2014	2015	2016	2017
Population	1,060	1,060	1,065	1,070	1,070
Assessed Value	58,655,899	60,776,447	62,765,290	64,476,416	66,927,562
Housing Starts	3	3	3	1	7

Opportunities and Challenges

As we look toward the next budget year there are several notable opportunities and challenges the City may experience:

- **Lowell School District enrollment and facility improvements.** Approximately \$8M in projects, including additional classrooms, cafeteria and performing arts venue, and gymnasium are scheduled to start in June 2019. The continued growth of the School District should result in additional opportunities for housing and commercial development.
- **Stagnant General Fund revenues.** Over the past five years General Fund revenues have not experienced significant growth. The largest revenue source, property tax (approximately 50%), is limited by state law which caps annual valuation growth of existing buildings to 3%. Development related revenue returned to normal last fiscal year and is projected to continue, but is largely offset by development expenditures (at least 75%), including building inspection and planning services. Staff will continue to monitor revenues and seek additional opportunities to reduce costs.

City Administrator's Budget Message

- **Housing shortage.** The City of Lowell and, more broadly, the Eugene area is still experiencing a housing shortage. At the recommendation of the Economic Development Committee, staff developed and the City Council approved a policy to defer SDCs for up to 18 months or until the issuance of a certificate of occupancy. Staff continues to work with the Economic Development Committee to identify additional opportunities to increase the supply of both rental and owner-occupied housing.
- **Increasing healthcare costs.** Our insurance carrier has provided the City with a not-to-exceed budgetary estimate of a 9.1% increase. This is substantially higher than in prior years and is not sustainable over the long-term. Staff plans to work over the next six (6) months to develop alternatives for review, discussion, and consideration.

Level of Service

Each year the goal during the budget process is to improve services within our budget constraints. For the 2018-19 year, we are planning to add or enhance the following services:

- **Community Marketing.** The Economic Development Committee is working on a Branding and Marketing Plan. The proposed budget includes \$2,000 to assist with the production of digital and print marketing materials.
- **Library.** The Library Committee recently recommended starting a monthly senior program. The proposed budget includes funds to cover program materials and services.
- **Street Preservation.** Currently, the City Engineer is developing a Street Preservation Plan to maintain City streets and extend their lifecycle. The proposed budget includes up to \$63,001 for projects and staff plans to apply for a Special City Allotment Grant.

City Administrator's Budget Message

Projected Revenues and Expenditures

CITY OF LOWELL
ALL FUNDS, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	795,484	821,257	878,933	904,482	1,056,629
REVENUES	890,989	1,003,330	1,063,019	1,153,652	1,260,434
INTERFUND TRANSFERS	81,667	122,412	264,027	51,868	442,505
TOTAL RESOURCES	1,768,140	1,946,999	2,205,979	2,110,001	2,759,568
REQUIREMENTS					
PERSONNEL SERVICES	386,512	395,709	456,904	426,530	490,459
MATERIALS AND SERVICES	357,108	363,032	537,733	410,304	593,139
DEBT SERVICE	117,897	117,281	116,645	116,645	115,993
CAPITAL OUTLAY	3,700	44,084	439,560	48,026	273,247
INTERFUND TRANSFERS	81,667	122,411	264,027	51,867	442,505
CONTINGENCY	-	-	198,887	-	284,089
RESERVED FOR FUTURE EXPENDITURE	397,900	385,707	210,318	462,064	560,135
TOTAL REQUIREMENTS	1,344,784	1,428,225	2,224,074	1,515,436	2,759,567

Revenues

The 2018-19 Budget anticipates collecting \$1,260,434 in revenues. This represents a \$184,519, or 17%, increase over the 2017-18 Budget. Major changes in revenue include the following:

- \$32,000 – Grant proceeds for the Parks and Recreation Master Plan
- \$30,000 – Grant proceeds for the Downtown Master Plan
- \$12,152 – Increased state distribution due to the passage of the 2017 Transportation Bill
- \$11,989 – Increased water sales from new connections and proposed 3% rate adjustment
- \$10,293 – Increased sewer sales from new connections and proposed 3% rate adjustment
- \$16,003 – Increased SDC collections from new housing starts

Expenditures

The 2018-19 Budget includes expenditures of \$1,472,838. This represents a \$78,003, or 1% decrease from the 2017-18 Budget. This does not include transfers, reserves, or contingency. Major changes in expenditures include the following:

- \$214, 186 – Decrease in the capital improvements appropriation in the SDC Fund

City Administrator's Budget Message

- \$27,629 – Increased personnel expenditures from step increases (\$15,156), health insurance premiums (\$5,852), and an increase in the required PERS contribution from 9.34% to 11.50% of subject wages (\$6,621)
- \$43,268 – Consultant fees for the Parks and Recreation Master Plan
- \$40,000 – Consultant fees for the Downtown Master Plan

It also important to note that, while funds may be appropriated and available for capital expenditure, the City does not plan to use the entire appropriations. These items are budgeted to provide capital project and equipment funding, including grant matching funds, and may only be expended on capital purchases with the prior approval of the City Council.

Capital Improvement Plan

The budget document includes a five-year Capital Improvement Plan (CIP) designed to improve the City's buildings, infrastructure and equipment. Projects and equipment included in the plan have an acquisition cost more than \$5,000. Smaller equipment purchases are included in the budget as non-capitalized assets.

The 2018-19 Budget includes \$132,000 for capital improvements. Planned capital projects and purchases include the following:

- \$15,000 – Planning for renovation or construction of City Hall and Library
- \$40,000 – Installation of irrigation systems at Paul Fisher Park and Rolling Rock Park
- \$5,000 – Repair of the caboose in Rolling Rock park
- \$8,000 – Chemical feed analyzer for the sewer plant
- \$8,000 – Sewer line inspection camera
- \$28,000 – Phase 2/5 of the water meter replacement project
- \$28,000 – Purchase of a new pickup truck to replace the 2002 Ford F-150

Debt Management

All external debt issues have been compiled into an annual debt service schedule (see Appendix). For 2018-19, the City will have a debt service of \$115,988 of which \$64,080 will be paid from the Water Fund and \$51,908 from the Sewer Fund. The Sewer debt service is partially offset by a \$15,745 transfer from the Debt Reserve Fund, for an effective debt service of \$36,163. This is the first year the Water Fund will not receive a transfer from the Debt Reserve Fund, resulting in an effective Water debt service increase of \$39,080. It is important to note that the Water Fund will pay off one debt issue in 2021, reducing the annual debt service by \$17,277, to \$46,803.

Conclusion

Over the last two years, we have made notable improvements in our financial operations, parks maintenance, sewer treatment, and water treatment. This trend will continue into the 2018-19 Budget year. Staff will continue to invest in training to learn new skills. Our budget document will continue to evolve as well, becoming more of a tool to evaluate the performance of departments

City Administrator's Budget Message

and programs. Through this culture of innovation and, hard work, we will provide the highest level of service at the lowest possible cost to the citizens of Lowell.

Acknowledgements

The services we provide are only as good as the people we have working with us. We have a very dedicated and experienced workforce. On behalf of all our employees, we would like to express our appreciation and gratitude to the City Council for their service to the Lowell community. A special thank is also extended to our advisory boards and many volunteers for their dedication and support.

Respectfully submitted,

Jared Cobb
City Administrator

CITY OF LOWELL
SUMMARY OF ACTIVITIES, BY FUND
JULY 1, 2018 - JUNE 30, 2019

FUND	ACTUAL	ESTIMATED			PROPOSED					
	BALANCE 7/1/2017	REVENUES	EXPENDITURES	INTERFUND TRANSFERS	BALANCE 6/30/2018	BALANCE 7/1/2018	REVENUES	EXPENDITURES	INTERFUND TRANSFERS	BALANCE 6/30/2019
GENERAL FUND	184,077	277,903	(267,678)	(14,895)	179,407	179,407	371,750	(465,471)	(2,000)	83,686
STREET FUND	126,877	71,853	(75,278)	(4,000)	119,452	119,452	79,659	(175,915)	(4,000)	19,195
WATER FUND	151,833	305,196	(329,664)	1,777	129,142	129,142	323,038	(375,509)	(5,938)	70,732
SEWER FUND	17,265	379,107	(302,608)	12,170	105,935	105,935	354,274	(368,574)	12,170	103,805
SDC FUND	316,946	81,406	-	12,895	411,247	411,247	-	-	(411,247)	-
WATER SDC FUND	-	-	-	-	-	-	58,788	(2,000)	203,746	260,534
SEWER SDC FUND	-	-	-	-	-	-	17,971	(2,000)	117,962	133,933
TRANSPORTATION SDC FUND	-	-	-	-	-	-	8,505	(2,000)	24,247	30,752
STORMWATER SDC FUND	-	-	-	-	-	-	9,868	(2,000)	25,665	33,533
PARKS SDC FUND	-	-	-	-	-	-	15,171	(2,000)	39,627	52,798
EQUIPMENT FUND	17,195	16,384	-	10,000	43,579	43,579	-	53,579	10,000	-
BBJ FESTIVAL FUND	21,526	21,803	(26,277)	-	17,051	17,051	21,410	(23,790)	-	14,671
DEBT RESERVE FUND	51,854	-	-	(23,459)	28,395	28,395	-	-	(15,745)	12,650
WATER RESERVE FUND	11,814	-	-	3,938	15,752	15,752	-	-	3,938	19,690
SEWER RESERVE FUND	5,095	-	-	1,575	6,670	6,670	-	-	1,575	8,245
TOTAL:	904,482	1,153,652	(1,001,505)	(0)	1,056,629	1,056,629	1,260,434	(1,365,680)	(0)	844,225

CITY OF LOWELL
GENERAL FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	94,227	123,608	147,607	184,077	179,407		
REVENUES	274,593	271,163	311,860	277,903	371,750		
INTERFUND TRANSFERS	-	10,421	-	-	-		
TOTAL RESOURCES	368,820	405,191	459,467	461,980	551,157	-	-
REQUIREMENTS							
PERSONNEL SERVICES	111,534	86,219	100,099	94,767	108,118		-
MATERIALS AND SERVICES	119,251	121,135	249,090	153,034	260,596		
DEBT SERVICE	-	-	-	-	-		
CAPITAL OUTLAY	-	9,332	50,000	19,876	96,757		
INTERFUND TRANSFERS	14,428	4,428	14,895	14,895	2,000		
CONTINGENCY	-	-	72,660	-	75,686		
RESERVED	-	-	8,500	-	8,000		
TOTAL REQUIREMENTS	245,212	221,114	495,244	282,573	551,157	-	-

CITY OF LOWELL
GENERAL FUND SUMMARY, BY PROGRAM
JULY 1, 2018 - JUNE 30, 2019

	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	94,227	123,608	147,607	184,077	179,407		
REVENUES	274,593	271,163	311,860	277,903	371,750		
INTERFUND TRANSFERS	-	10,421	-	-	-		
TOTAL RESOURCES	368,820	405,191	459,467	461,980	551,157	-	-
REQUIREMENTS							
ADMINISTRATION	172,080	87,971	105,038	91,902	150,306	-	-
PARKS AND RECREATION	7,336	41,250	120,944	52,519	137,095	-	-
POLICE	30,380	21,000	31,920	30,630	29,106	-	-
COMMUNITY DEVELOPMENT	15,587	35,264	84,816	51,679	100,194	-	-
LIBRARY	2,278	4,697	8,315	7,800	7,679	-	-
CODE ENFORCEMENT	106	9,141	13,230	10,075	14,560	-	-
TOURISM	846	3,096	21,850	11,992	12,850	-	-
MUNICIPAL COURT	2,171	14,268	13,075	11,081	13,682	-	-
NON-DEPARTMENTAL	14,428	4,428	96,055	14,895	85,686	-	-
TOTAL REQUIREMENTS	245,212	221,114	495,244	282,573	551,157	-	-

CITY OF LOWELL
GENERAL FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
110-000-3100 BEGINNING BALANCE	94,227	123,608	147,607	184,077	179,407		
SUBTOTAL FUND BALANCE	94,227	123,608	147,607	184,077	179,407	-	-
REVENUES							
110-310-4112 PROPERTY TAXES - CURRENT	128,375	132,671	133,941	134,573	138,610		
110-310-4114 PROPERTY TAXES - PRIOR	2,730	2,310	2,140	2,439	2,512		
110-315-4125 INTEREST EARNED	3,641	6,506	522	4,009	3,500		
110-320-4132 STATE REVENUE SHARING	6,497	10,622	9,202	9,282	9,654		
110-320-4134 CIGARETTE TAX	1,180	1,562	1,200	1,475	1,199		
110-320-4135 MARIJUANA TAX	-	-	-	-	2,686		
110-320-4136 LIQUOR TAX	15,366	16,082	16,055	16,982	18,280		
110-320-4145 TRANSIENT ROOM TAX	-	497	-	322	332		
110-320-4151 GRANT REVENUE	-	-	-	-	63,000		
110-325-4152 TOURISM GRANT	7,729	8,021	8,739	8,761	9,024		
110-325-4154 LIBRARY SUMMER READING	1,400	1,000	1,000	1,000	1,000		
110-330-4310 CABLE FRANCHISE FEES	1,866	1,978	1,400	1,437	1,481		
110-330-4312 ELECTRIC FRANCHISE FEES	40,324	43,591	44,026	47,775	50,164		
110-330-4314 GARBAGE FRANCHISE FEES	3,000	-	600	300	300		
110-330-4316 TELECOM FRANCHISE FEES	2,743	2,809	2,500	2,458	2,335		
110-335-4352 LAND USE/DEVELOPMENT FEES	176	5,141	4,000	868	7,500		
110-335-4354 PERMITS AND VARIANCES	-	80	100	530	100		
110-335-4356 BUILDING PERMIT FEES	10,589	21,164	18,410	31,333	39,450		
110-335-4358 ELECTRICAL PERMIT FEES	2,166	3,176	4,482	3,701	5,810		
110-335-4360 DOG LICENSE	951	751	300	526	500		
110-340-4415 LIBRARY REVENUE	625	790	1,000	511	500		
110-340-4417 LIENS SEARCHES	300	590	400	410	200		
110-340-4419 ELECTION FILING FEES	-	100	-	-	50		
110-340-4421 SDC/CET ADMIN FEE	253	1,446	1,000	3,119	3,730		
110-340-4423 PAY STATION REVENUE	-	97	-	100	100		
110-345-4511 PARK REIMBURSEMENT SDC	52	101	343	527	735		
110-350-4625 MUNICIPAL COURT REVENUE	3,042	4,273	3,000	2,040	2,000		
110-360-4225 LOAN PROCEEDS	-	-	50,000	-	-		

CITY OF LOWELL
GENERAL FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
110-365-4752 REIMBURSEMENT REVENUE	7,139	230	5,000	1,293	5,000		
110-370-4822 BBJ FUND PAYMENT	500	500	500	500	-		
110-370-4824 DONATIONS	-	-	-	-	-		
110-385-4895 MISCELLANEOUS	33,950	5,076	2,000	1,631	2,000		
SUBTOTAL REVENUES	274,593	271,163	311,860	277,903	371,750	-	-
INTERFUND TRANSFERS							
XXX-XXX-XXXX TRANSFER FROM PERSONNEL LIABILITIES FUND	-	10,421	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	-	10,421	-	-	-	-	-
TOTAL - GENERAL FUND	368,820	405,191	459,467	461,980	551,157	-	-

ADMINISTRATION

The Administration Department is led by the City Administrator. This position is appointed by the City Council to receive and implement policy direction from the Council as established at Council meetings. The position is supported by the City Clerk and Public Works Director. Department services include general administration, finance, human resources, information technology, City Hall maintenance, utility billing, customer service, and City Council support.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	111,534	32,371	37,773	35,213	40,754
MATERIALS AND SERVICES	60,547	46,268	57,265	46,813	57,794
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	9,332	10,000	9,876	51,757
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	172,080	87,971	105,038	91,902	150,306

2017-18 Accomplishments

- Facilitated the adoption of the 2018 Strategic Plan.
- Achieved an unrestricted cash balance in the operating funds of at least 17%.
- Continued improvement of the annual audit, eliminating one finding.
- Republished the municipal code and launched an online, searchable copy.

2018-19 Work Plan

- Complete implementation of the City's new municipal finance software.
- Consideration of a feasibility study to explore the renovation or relocation of the existing City Hall and Library.
- Request a revision of the audit contract to ensure the Annual Financial Report is completed by November 30.

PERSONNEL SERVICES					
POSITION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ACTUAL 2017-18	PROPOSED 2018-19
CITY ADMINISTRATOR	0.65	0.15	0.15	0.15	0.15
CITY CLERK	0.20	0.10	0.10	0.10	0.10
FINANCE CLERK	0.34	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.10	0.05	0.05	0.05	0.05
UTILITY WORKER 1	0.05	0.05	0.05	0.05	0.05
UTILITY WORKER 2	0.05	0.05	0.05	0.05	0.05
MAINTENANCE WORKER 1	0.00	0.03	0.03	0.03	0.03
	1.39	0.43	0.43	0.43	0.43

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
ADMINISTRATION							
PERSONNEL SERVICES							
110-410-5110 CITY ADMINISTRATOR	33,506	9,198	11,243	11,141	12,300		
110-410-5112 PUBLIC WORKS DIRECTOR	5,861	2,791	3,124	3,125	3,280		
110-410-5114 CITY CLERK	7,810	4,245	4,772	4,793	5,010		
110-410-5152 UTILITY WORKER 1	2,871	1,415	1,636	1,636	1,718		
110-410-5154 UTILITY WORKER 2	4,457	1,578	1,804	1,814	1,895		
110-410-5158 MAINTENANCE WORKER 1	6,696	719	804	781	844		
110-410-5220 OVERTIME	-	713	1,028	618	1,079		
110-410-5315 SOCIAL SECURITY/MEDICARE	5,313	1,727	2,042	1,829	2,228		
110-410-5320 WORKERS COMPENSATION	171	1,204	861	701	891		
110-410-5350 UNEMPLOYMENT INSURANCE	-	-	2,148	-	2,093		
110-410-5410 HEALTH INSURANCE	26,583	6,590	6,031	6,027	6,411		
110-410-5450 RETIREMENT	7,291	2,192	2,280	2,749	3,004		
110-410-5150 FINANCE CLERK	10,898	-	-	-	-		
110-410-5156 UTILITY WORKER 2-1	75	-	-	-	-		
110-410-5910 WAGE ADJUSTMENT	-	-	-	-	-		
SUBTOTAL PERSONNEL SERVICES	111,534	32,371	37,773	35,213	40,754	-	-
FULL-TIME EQUIVALENTS	1.39	0.43	0.43	0.43	0.43	-	-
MATERIALS AND SERVICES							
110-410-6110 AUDITING	7,138	3,934	3,900	3,900	4,290		
110-410-6112 LEGAL SERVICES	2,592	4,881	5,000	2,310	5,000		
110-410-6114 FINANCIAL SERVICES	-	3,795	3,408	3,408	3,570		
110-410-6122 IT SERVICES	-	3,189	5,674	3,970	6,596		
110-410-6124 COPIER CONTRACT	3,750	3,627	1,920	2,032	2,093		
110-410-6128 OTHER CONTRACT SERVICES	-	708	2,000	566	1,000		
110-410-6210 INSURANCE AND BONDS	16,245	7,786	6,413	6,413	6,594		
110-410-6220 PUBLICATIONS, PRINTING, AND DUES	766	2,045	4,000	3,498	3,550		
110-410-6222 NEWSLETTER EXPENDITURE	1,119	916	1,350	1,350	1,200		
110-410-6226 POSTAGE	60	447	600	381	500		
110-410-6228 PUBLIC NOTICES	315	759	500	1,063	1,000		

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

110-410-6230	OFFICE SUPPLIES	2,793	998	950	948	1,000		
110-410-6234	GENERAL SUPPLIES	-	1,043	1,500	634	750		
110-410-6238	BANK SERVICE CHARGES	1,748	1,365	1,000	1,350	1,400		
110-410-6240	TRAVEL AND TRAINING	640	549	1,500	1,270	1,500		
110-410-6290	MISCELLANEOUS	1,491	538	500	427	500		
110-410-6320	BUILDING REPAIR AND MAINTENANCE	1,351	15	1,000	234	1,000		
110-410-6334	NON-CAPITALIZED ASSETS	-	1,014	2,000	4,730	2,000		
110-410-6420	WATER SERVICES	-	292	300	401	413		
110-410-6425	SEWER SERVICES	-	484	550	508	524		
110-410-6430	ELECTRICITY SERVICES	2,293	2,289	2,200	1,896	2,010		
110-410-6435	INTERNET SERVICES	-	819	900	930	985		
110-410-6440	TELEPHONE SERVICES	2,926	3,161	2,400	2,480	2,629		
110-410-6445	REFUSE SERVICES	-	72	100	86	91		
110-410-6510	COUNCIL EXPENDITURE	5,240	1,224	2,000	1,280	2,000		
110-410-6512	STATE ETHICS COMMISSION	317	317	600	600	600		
110-410-6692	REIMBURSABLE EXPENDITURE	1,724	-	5,000	150	5,000		
110-410-6132	LCOG	1,000	-	-	-	-	-	-
110-410-6190	COMPUTER SERV/WARR/CONTRACTS	4,580	-	-	-	-	-	-
110-410-6230	OFFICE SUPPLIES/EQUIPMENT	-	-	-	-	-	-	-
110-410-6514	LEAGUE OF OREGON CITIES (LOC)	817	-	-	-	-	-	-
XXX-XXX-XXXX	WATER/SEWER EXPENSE CITY HALL	1,032	-	-	-	-	-	-
XXX-XXX-XXXX	POSTAGE	609	-	-	-	-	-	-
SUBTOTAL MATERIALS AND SERVICES		60,547	46,268	57,265	46,813	57,794	-	-
110-410-8000	CAPITAL OUTLAY							
110-410-8225	CAPITAL OUTLAY - BUILDINGS AND FACILITIES	-	2,578	10,000	9,726	43,802		
110-410-8320	CAPITAL OUTLAY - SOFTWARE	-	6,754	-	150	7,955		
SUBTOTAL CAPITAL OUTLAY		-	9,332	10,000	9,876	51,757	-	-
TOTAL - ADMINISTRATION		172,080	87,971	105,038	91,902	150,306	-	-

PARKS AND RECREATION

The Public Works Department is responsible for the management of the Parks and Recreation Division. Services include the development, construction, and maintenance of parks facilities, as well as recreation programming.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	23,464	27,344	26,933	29,289
MATERIALS AND SERVICES	7,336	17,785	53,600	15,586	62,805
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	40,000	10,000	45,000
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	7,336	41,250	120,944	52,519	137,095

2017-18 Accomplishments

- Secured a \$32,000 grant to update the Parks and Recreation Master Plan.
- Developed a Beautification Initiative, including a Green Waste Facility, Community Beautification Day, and Yard of the Month Program.
- Installed pet waste stations at all parks.

2018-19 Work Plan

- Complete the installation of irrigation systems at Rolling Rock Park and Paul Fisher Park.
- Facilitate the update to the Parks and Recreation Master Plan.
- Discuss partnerships with local and state agencies to offer recreation programming.

PERSONNEL SERVICES					
POSITION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ACTUAL 2017-18	PROPOSED 2018-19
CITY ADMINISTRATOR	0.00	0.05	0.05	0.05	0.05
CITY CLERK	0.00	0.00	0.00	0.00	0.00
FINANCE CLERK	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.00	0.05	0.05	0.05	0.05
UTILITY WORKER 1	0.05	0.05	0.05	0.05	0.05
UTILITY WORKER 2	0.05	0.05	0.05	0.05	0.05
MAINTENANCE WORKER 1	0.32	0.28	0.28	0.28	0.28
	0.42	0.48	0.48	0.48	0.48

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
PARKS AND RECREATION							
PERSONNEL SERVICES							
110-420-5110 CITY ADMINISTRATOR	-	3,472	3,748	4,023	4,100		
110-420-5150 PUBLIC WORKS DIRECTOR	-	2,960	3,124	3,385	3,280		
110-420-5152 UTILITY WORKER 1	-	1,502	1,636	1,772	1,718		
110-420-5154 UTILITY WORKER 2	-	1,693	1,804	1,965	1,895		
110-420-5158 MAINTENANCE WORKER 1	-	5,308	7,236	7,610	7,598		
110-420-5220 OVERTIME	-	683	849	627	891		
110-420-5315 SOCIAL SECURITY	-	1,360	1,539	1,483	1,662		
110-420-5320 WORKERS COMPENSATION	-	1,218	1,428	1,207	1,473		
110-420-5350 UNEMPLOYMENT INSURANCE	-	-	1,558	-	1,558		
110-420-5410 HEALTH INSURANCE	-	3,492	2,705	2,631	2,874		
110-420-5450 RETIREMENT	-	1,778	1,718	2,229	2,240		
SUBTOTAL PERSONNEL SERVICES	-	23,464	27,344	26,933	29,289	-	-
FULL-TIME EQUIVALENTS	0.42	0.48	0.48	0.48	0.48	-	-
MATERIALS AND SERVICES							
110-420-6128 OTHER CONTRACT SERVICES	-	5,082	37,000	3,083	44,268		
110-420-6234 GENERAL SUPPLIES	-	1,660	1,000	670	1,000		
110-420-6290 MISCELLANEOUS	-	263	250	204	500		
110-420-6320 BUILDING REPAIR AND MAINTENANCE	-	59	1,000	927	2,500		
110-420-6324 EQUIPMENT REPAIR AND MAINTENANCE	-	360	1,000	596	1,000		
110-420-6330 OTHER REPAIR AND MAINTENANCE	-	2,999	3,000	1,495	3,000		
110-420-6334 NON-CAPITALIZED ASSETS	-	3,828	2,000	4,007	2,000		
110-420-6339 MAINTENANCE - NELSON LAND DONATION	-	-	500	1,000	500		
110-420-6420 WATER SERVICES	-	649	5,000	714	5,000		
110-420-6425 SEWER SERVICES	-	1,289	1,300	1,356	1,397		
110-420-6430 ELECTRICITY SERVICES	-	493	750	547	579		
110-420-6445 REFUSE SERVICES	-	193	200	257	272		
110-420-6610 GAS AND OIL	-	912	600	730	789		
XXX-XXX-XXXX WATER/SEWER EXPENSE PARKS	2,019	-	-	-	-		
XXX-XXX-XXXX MAINTENANCE & SUPPLIES	5,317	-	-	-	-		

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

SUBTOTAL MATERIALS AND SERVICES		7,336	17,785	53,600	15,586	62,805	-	-
CAPITAL OUTLAY								
110-420-8520	CAPITAL OUTLAY - PARKS IMPROVEMENTS	-	-	40,000	10,000	45,000		
SUBTOTAL CAPITAL OUTLAY		-	-	40,000	10,000	45,000	-	-
TOTAL - PARKS AND RECREATION		7,336	41,250	120,944	52,519	137,095	-	-

POLICE

The primary law enforcement agency for the City of Lowell is the Lane County Sheriff's Office. To supplement these services, the City also contracts with the City of Oakridge for an additional 480 patrol hours per year.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	30,380	21,000	31,920	30,630	29,106
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	30,380	21,000	31,920	30,630	29,106

2017-18 Accomplishments

- Developed a report on options to enhance police services.

2018-19 Work Plan

- Implement a community education program on policing with the support of the Oakridge PD and/or Lane County Sheriff's Office.

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
POLICE							
MATERIALS AND SERVICES							
110-430-6118 POLICE SERVICES	-	21,000	31,920	30,630	29,106		
XXX-XXX-XXXX CONTRACTED SERVICES/POLICE	30,380	-	-	-	-	-	-
SUBTOTAL MATERIALS AND SERVICES	30,380	21,000	31,920	30,630	29,106	-	-
TOTAL - POLICE	30,380	21,000	31,920	30,630	29,106	-	-

COMMUNITY DEVELOPMENT

The Community Development Division is part of the Administration Department and is led by the City Administrator. A contract City Planner, Building Inspector, and City Engineer offer support and technical assistance. Division services includes planning, economic development, subdivision review, building permits, and engineering.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	12,897	14,830	13,856	16,208
MATERIALS AND SERVICES	15,587	22,366	69,986	37,822	83,986
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	15,587	35,264	84,816	51,679	100,194

2017-18 Accomplishments

- Received a \$30,000 grant to develop a Downtown Master Plan.
- Submitted a grant application to fund the development of a Transportation System Plan.
- Facilitated the development of an entrepreneurship program with Oregon RAIN.
- Approved an SDC Deferment Program to support the development of housing.
- Developed business and residential guides to aid in the process of relocation or development.

2018-19 Work Plan

- Facilitate the development of the Downtown Master Plan.
- Research the feasibility of establishing a local Chamber of Commerce and submit a report to the City Council.
- Develop a community branding and marketing plan which identifies and highlights Lowell's strengths.

PERSONNEL SERVICES					
POSITION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ACTUAL 2017-18	PROPOSED 2018-19
CITY ADMINISTRATOR	0.00	0.10	0.10	0.10	0.10
CITY CLERK	0.00	0.05	0.05	0.05	0.05
FINANCE CLERK	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 1	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 2	0.00	0.00	0.00	0.00	0.00
MAINTENANCE WORKER 1	0.00	0.00	0.00	0.00	0.00
	0.00	0.15	0.15	0.15	0.15

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
COMMUNITY DEVELOPMENT							
PERSONNEL SERVICES							
110-440-5110 CITY ADMINISTRATOR	-	6,944	7,495	7,427	8,200		
110-440-5114 CITY CLERK	-	2,230	2,386	2,397	2,505		
110-440-5220 OVERTIME	-	15	89	20	94		
110-440-5315 SOCIAL SECURITY	-	692	834	753	921		
110-440-5320 WORKERS COMPENSATION	-	5	69	41	73		
110-440-5350 UNEMPLOYMENT INSURANCE	-	-	879	-	894		
110-440-5410 HEALTH INSURANCE	-	2,154	2,146	2,087	2,278		
110-440-5450 RETIREMENT	-	858	931	1,132	1,242		
SUBTOTAL PERSONNEL SERVICES	-	12,897	14,830	13,856	16,208	-	-
FULL-TIME EQUIVALENTS	-	0.15	0.15	0.15	0.15	-	-
MATERIALS AND SERVICES							
110-440-6116 ENGINEERING SERVICES	-	-	-	206	500		
110-440-6128 OTHER CONTRACT SERVICES	-	-	31,500	33	40,000		
110-440-6220 PUBLICATIONS, PRINTING, AND DUES	-	-	100	100	100		
110-440-6226 POSTAGE	-	-	250	100	250		
110-440-6240 TRAVEL & TRAINING	-	-	100	-	500		
110-440-6290 MISCELLANEOUS	-	-	250	-	250		
110-440-6522 LAND USE/DEVELOPMENT COSTS	2,727	3,458	4,000	3,597	7,500		
110-440-6524 BUILDING PERMIT EXPENSES	10,721	16,187	30,303	30,303	30,371		
110-440-6525 ELECTRICAL PERMIT COSTS	2,139	2,722	3,483	3,483	4,515		
SUBTOTAL MATERIALS AND SERVICES	15,587	22,366	69,986	37,822	83,986	-	-
TOTAL - COMMUNITY DEVELOPMENT	15,587	35,264	84,816	51,679	100,194	-	-

LIBRARY

The Library provides a program of public library service which makes resources available to residents for lifelong learning, access to information, and leisure. This includes a print collection of over 10,000 books, audio books, DVDs, as well a computer lab and educational programming.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	18	45	36	50
MATERIALS AND SERVICES	2,278	4,679	8,269	7,764	7,629
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	2,278	4,697	8,315	7,800	7,679

2017-18 Accomplishments

- Purchased four new computers equipped with Microsoft Office 365 applications.
- Reviewed the print media circulation and recommended surplus items.
- Held puppet shows and story time to engage children and build interest in the library.
- Conducted two book sales to dispose of surplus print books, audio books, and DVDs.
- Published new resources to improve digital literacy, including tutorials for resume writing, job searches, and training for Microsoft Office 365 applications.
- Continued the Summer Reading Program and increased average enrollment.
- Developed new monthly program for seniors.

2018-19 Work Plan

- Review and discuss options to implement a digital media circulation.
- Plan and coordinate two library book sales.
- Create a tool or metric to track the use of the library and computer lab.
- Develop and implement a volunteer recruitment and retention program.
- Develop an annual recommendation for the purchase of new print media.
- Develop a formal event calendar and promote existing programs.
- Research the potential for additional programming for children, adults, and seniors.

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
LIBRARY							
PERSONNEL SERVICES							
110-450-5320 WORKERS COMPENSATION	-	18	45	36	50		
SUBTOTAL PERSONNEL SERVICES	-	18	45	36	50	-	-
FULL-TIME EQUIVALENTS	-	-	-	-	-	-	-
MATERIALS AND SERVICES							
110-450-6122 IT SERVICES	-	564	329	794	1,529		
110-450-6226 POSTAGE	-	6	-	-	-		
110-450-6230 OFFICE SUPPLIES	-	58	-	369	500		
110-450-6234 GENERAL SUPPLIES	-	866	1,250	480	1,250		
110-450-6290 MISCELLANEOUS	-	-	100	250	250		
110-450-6320 BUILDING REPAIR AND MAINTENANCE	-	-	200	-	100		
110-450-6334 NON-CAPITALIZED ASSETS	-	385	2,900	2,672	500		
110-450-6420 WATER SERVICES	-	97	150	134	150		
110-450-6425 SEWER SERVICES	-	160	200	170	200		
110-450-6430 ELECTRICITY SERVICES	-	726	800	632	800		
110-450-6435 INTERNET SERVICES	-	819	1,000	930	1,000		
110-450-6445 REFUSE SERVICES	-	58	90	86	100		
110-450-6530 SUMMER READING PROGRAM	-	941	1,250	1,250	1,250		
XXX-XXX-XXXX LIBRARY OPERATION EXPENSES	1,150	-	-	-	-	-	-
XXX-XXX-XXXX LIBRARY - SUMMER READING PROGRAM	1,128	-	-	-	-	-	-
SUBTOTAL MATERIALS AND SERVICES	2,278	4,679	8,269	7,764	7,629	-	-
TOTAL - LIBRARY	2,278	4,697	8,315	7,800	7,679	-	-

CODE ENFORCEMENT

The Code Enforcement Division is part of the Public Works Department and is led by the Public Works Director. The Division is responsible for the administrative enforcement of technical codes, ordinances and regulations adopted by the City of Lowell. Services include quarterly code inspections and abatement.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	9,141	10,530	9,775	11,410
MATERIALS AND SERVICES	106	-	2,700	300	3,150
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	106	9,141	13,230	10,075	14,560

2017-18 Accomplishments

- Prepared and disseminated outreach materials on the code enforcement program.
- Planned a communitywide Lowell Beautification Day to complete parks projects, assist residents with disposal of household items, and improve code compliance.

2018-19 Work Plan

- Research options for the development a code enforcement amnesty program.

PERSONNEL SERVICES					
POSITION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ACTUAL 2017-18	PROPOSED 2018-19
CITY ADMINISTRATOR	0.00	0.05	0.05	0.05	0.05
CITY CLERK	0.00	0.00	0.00	0.00	0.00
FINANCE CLERK	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.00	0.05	0.05	0.05	0.05
UTILITY WORKER 1	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 2	0.00	0.00	0.00	0.00	0.00
MAINTENANCE WORKER 1	0.00	0.00	0.00	0.00	0.00
	0.00	0.10	0.10	0.10	0.10

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
CODE ENFORCEMENT							
PERSONNEL SERVICES							
110-460-5110 CITY ADMINISTRATOR	-	3,472	3,748	3,714	4,100		
110-460-5150 PUBLIC WORKS DIRECTOR	-	2,960	3,124	3,125	3,280		
110-460-5220 OVERTIME	-	226	117	51	123		
110-460-5315 SOCIAL SECURITY	-	497	585	527	640		
110-460-5320 WORKERS COMPENSATION	-	3	342	253	353		
110-460-5350 UNEMPLOYMENT INSURANCE	-	-	610	-	617		
110-460-5410 HEALTH INSURANCE	-	1,366	1,352	1,313	1,434		
110-460-5450 RETIREMENT	-	616	653	792	863		
SUBTOTAL PERSONNEL SERVICES	-	9,141	10,530	9,775	11,410	-	-
FULL-TIME EQUIVALENTS	-	-	0.10	0.10	0.10	-	-
MATERIALS AND SERVICES							
110-460-6128 OTHER CONTRACT SERVICES	-	-	2,500	-	2,500		
110-460-6234 GENERAL SUPPLIES	-	-	100	300	300		
110-460-6290 MISCELLANEOUS	-	-	100	-	100		
110-460-6540 DOG/CAT CONTROL	106	-	-	-	250		
SUBTOTAL MATERIALS AND SERVICES	106	-	2,700	300	3,150	-	-
TOTAL - CODE ENFORCEMENT	106	9,141	13,230	10,075	14,560	-	-

TOURISM

The Tourism Division utilizes funds from the Rural Tourism Marketing Program and Transient Room Taxes to:

- Support marketing efforts.
- Increase transient room tax revenues.
- Improve attractiveness of rural communities.
- Develop, advertise, and package rural Lane County attractions and group tour businesses that encourage extended overnight visits.
- Assist with rural area tourism staffing needs.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	846	3,096	21,850	11,992	12,850
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	846	3,096	21,850	11,992	12,850

2017-18 Accomplishments

- Developed a new City website to increase citizen engagement and support tourism.

2018-19 Work Plan

- Develop new print and digital marketing materials.
- Establish match funding to respond to grant opportunities for tourism planning, marketing, and promotion.

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
TOURISM							
MATERIALS AND SERVICES							
110-470-6224 MARKETING	120	672	2,000	373	2,000		
110-470-6128 OTHER CONTRACT SERVICES	-	-	9,000	6,500	-		
110-470-6226 POSTAGE	-	-	100	-	100		
110-470-6326 COVERED BRIDGE EXPENSE	686	1,566	2,500	2,296	2,500		
110-470-6327 COMMUNITY GRANT PROGRAM	-	858	3,000	2,823	3,000		
110-470-6328 MATCHING GRANT FUNDS	-	-	5,000	-	5,000		
110-470-6290 MISCELLANEOUS	-	-	250	-	250		
XXX-XXX-XXXX TOURISM FUNDED PROJECTS	40	-	-	-	-	-	-
SUBTOTAL MATERIALS AND SERVICES	846	3,096	21,850	11,992	12,850	-	-
TOTAL - TOURISM	846	3,096	21,850	11,992	12,850	-	-

MUNICIPAL COURT

The Lowell Municipal Court is part of the Administration Department. This division is staffed by the Court Clerk and supported by a contract Municipal Judge and Bailiff. The office administers court proceedings and docketing, coordinates court matters with the Defendant, Judge, Finance Department, Oakridge Police, and other criminal justice and state agencies.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	8,327	9,575	8,954	10,407
MATERIALS AND SERVICES	2,171	5,941	3,500	2,127	3,275
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	2,171	14,268	13,075	11,081	13,682

2017-18 Accomplishments

- Administered program and held six (6) court dates.

2018-19 Work Plan

- Research opportunities to improve the collections process.
- Develop and publish information on the City's website, including payment of court fines, court procedures for entering a plea and trials.
- Attend training provided the Oregon Association for Court Administration.

PERSONNEL SERVICES					
POSITION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ACTUAL 2017-18	PROPOSED 2018-19
CITY ADMINISTRATOR	0.00	0.05	0.05	0.05	0.05
CITY CLERK	0.00	0.05	0.05	0.05	0.05
FINANCE CLERK	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 1	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 2	0.00	0.00	0.00	0.00	0.00
MAINTENANCE WORKER 1	0.00	0.00	0.00	0.00	0.00
	0.00	0.10	0.10	0.10	0.10

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
MUNICIPAL COURT							
PERSONNEL SERVICES							
110-480-5110 CITY ADMINISTRATOR	-	3,472	3,748	3,714	4,100		
110-480-5114 CITY CLERK	-	2,230	2,386	2,397	2,505		
110-480-5220 OVERTIME	-	15	89	20	94		
110-480-5315 SOCIAL SECURITY	-	433	521	469	571		
110-480-5320 WORKERS COMPENSATION	-	3	43	34	45		
110-480-5350 UNEMPLOYMENT INSURANCE	-	-	544	-	552		
110-480-5410 HEALTH INSURANCE	-	1,636	1,663	1,616	1,769		
110-480-5450 RETIREMENT	-	537	581	705	770		
SUBTOTAL PERSONNEL SERVICES	-	8,327	9,575	8,954	10,407	-	-
FULL-TIME EQUIVALENTS	-	0.10	0.10	0.10	0.10	-	-
MATERIALS AND SERVICES							
110-480-6120 JUDGE CONTRACT	-	686	1,125	1,250	1,250		
110-480-6121 BAILIFF CONTRACT	-	-	500	-	-		
110-480-6128 OTHER CONTRACT SERVICES	-	4,496	1,000	612	1,000		
110-480-6220 PUBLICATIONS, PRINTING, AND DUES	-	-	-	-	-		
110-480-6226 POSTAGE	-	-	100	25	100		
110-480-6238 BANK SERVICE CHARGES	-	134	-	150	150		
110-480-6290 MISCELLANEOUS	-	20	100	-	100		
110-480-6560 STATE ASSESSMENTS	90	604	675	90	675		
XXX-XXX-XXXX MUNICIPAL COURT EXPENSE	2,081	-	-	-	-		
SUBTOTAL MATERIALS AND SERVICES	2,171	5,941	3,500	2,127	3,275	-	-
TOTAL - MUNICIPAL COURT	2,171	14,268	13,075	11,081	13,682	-	-

NON-DEPARTMENTAL

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	14,428	4,428	14,895	14,895	2,000
CONTINGENCY	-	-	72,660	-	75,686
RESERVED	-	-	8,500	-	8,000
TOTAL REQUIREMENTS	14,428	4,428	96,055	14,895	85,686

- Interfund Transfers – One transfer to the Equipment Fund for the future purchase of vehicles and equipment.
- Contingency – This amount represents the projected cash carryover in the General Fund. Upon City Council approval, a transfer of up to 15% of General Fund expenditures is permissible during the budget year to cover unanticipated expenditures.
- Reserved – In 2015, property was donated to the City for a future public park. Funds were also donated for annual maintenance. Annually, the City expends approximately \$500 for mowing and trimming the property. The \$8,000 Reserve represents the funds held in reserve for future maintenance.

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2017-18		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
INTERFUND TRANSFERS							
110-900-9117	TRANSFER TO SDC FUND	3,428	3,428	12,895	12,895	-	-
110-900-9130	TRANSFER TO WATER FUND	-	-	-	-	-	-
110-900-9140	TRANSFER TO SEWER FUND	8,000	-	-	-	-	-
110-900-9150	TRANSFER TO EQUIPMENT FUND	1,000	1,000	2,000	2,000	2,000	-
XXX-XXX-XXXX	TRANSFER TO PERSONNEL LIABILITIES FUND	2,000	-	-	-	-	-
SUBTOTAL INTERFUND TRANSFERS		14,428	4,428	14,895	14,895	2,000	-
CONTINGENCY							
110-900-9590	OPERATING CONTINGENCY	-	-	72,660	-	75,686	-
SUBTOTAL CONTINGENCY		-	-	72,660	-	75,686	-
RESERVED FOR FUTURE EXPENDITURE							
110-900-9895	RESERVE FOR FUTURE USE - PARKS	-	-	8,500	-	8,000	-
XXX-XXX-XXXX	ROLLING ROCK IRRIGATION RESERVE	-	-	-	-	-	-
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE		-	-	8,500	-	8,000	-
TOTAL - NONDEPARTMENTAL		14,428	4,428	96,055	14,895	85,686	-
TOTAL REQUIREMENTS - GENERAL FUND		245,212	221,114	495,244	282,573	551,157	-

CITY OF LOWELL
STREET FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	106,343	123,466	126,170	126,877	119,452	-	-
REVENUES	63,222	70,434	66,651	71,853	79,659	-	-
INTERFUND TRANSFERS	-	3,126	-	-	-	-	-
TOTAL RESOURCES	169,565	197,026	192,821	198,730	199,110	-	-
REQUIREMENTS							
PERSONNEL SERVICES	18,171	36,929	41,712	39,023	44,962	-	-
MATERIALS AND SERVICES	24,328	27,968	33,291	36,256	67,952	-	-
CAPITAL OUTLAY	-	2,251	90,469	-	63,001	-	-
DEBT SERVICE	-	-	-	-	-	-	-
INTERFUND TRANSFERS	3,600	3,000	4,000	4,000	4,000	-	-
RESERVED	-	-	-	-	-	-	-
CONTINGENCY	-	-	23,349	-	19,195	-	-
TOTAL REQUIREMENTS	46,099	70,149	192,821	79,278	199,110	-	-

CITY OF LOWELL
STREET FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
312-000-3100 BEGINNING CASH	106,343	123,466	126,170	126,877	119,452		
SUBTOTAL FUND BALANCE	106,343	123,466	126,170	126,877	119,452	-	-
REVENUES							
312-315-4125 INTEREST EARNED	-	-	500	-	500		
312-320-4140 LANE COUNTY DISTRIBUTIONS	107	-	-	-	-		
312-320-4142 STATE DISTRIBUTIONS	62,990	63,960	65,402	66,336	77,554		
312-345-4513 TRANSPORTATION REIMBURSEMENT SDC	110	864	749	1,236	1,605		
312-360-4210 PRINCIPAL PAYMENTS RECEIVED	-	2,125	-	-	-		
312-360-4215 INTEREST PAYMENTS RECEIVED	-	1,264	-	-	-		
312-385-4895 MISCELLANEOUS	15	2,220	-	4,281	-		
SUBTOTAL REVENUES	63,222	70,434	66,651	71,853	79,659	-	-
INTERFUND TRANSFERS							
312-345-4513 TRANSPORTATION REIMBURSEMENT SDC	-	-	-	-	-		
XXX-XXX-XXXX TRANSFER FROM PERSONNEL LIABILITIES FUND		3,126	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	-	3,126	-	-	-	-	-
TOTAL RESOURCES - STREET FUND	169,565	197,026	192,821	198,730	199,110	-	-

STREETS

The Streets Division is managed by the Public Works Department. This budget includes funds for the operation of street lights; maintenance of roads, alleys, and storm drains; street signs; and the planning and development of new stormwater, streets, and sidewalk infrastructure.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	18,171	36,929	41,712	39,023	44,962
MATERIALS AND SERVICES	24,328	27,968	33,291	36,256	67,952
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	2,251	90,469	-	63,001
INTERFUND TRANSFERS	3,600	3,000	4,000	4,000	4,000
CONTINGENCY	-	-	23,349	-	19,195
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	46,099	70,149	192,821	79,278	199,110

2017-18 Accomplishments

- Performed annual storm drain cleaning projects.
- Approved task order with Civil West Engineering to develop a Street Preservation Plan.
- Approved task order with Civil West Engineering to develop Street Lighting Specifications.

2018-19 Work Plan

- Complete the Street Preservation Plan.
- Complete Street Lighting Specifications.
- Submit a grant application for the development of a Local Street Network Plan.
- Submit a grant application for the Special City Allotment Program to complete a project identified in the Street Preservation Plan.

PERSONNEL SERVICES					
POSITION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ACTUAL 2017-18	PROPOSED 2018-19
CITY ADMINISTRATOR	0.05	0.10	0.10	0.10	0.10
CITY CLERK	0.00	0.00	0.00	0.00	0.00
FINANCE CLERK	0.04	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.05	0.15	0.15	0.15	0.15
UTILITY WORKER 1	0.05	0.10	0.10	0.10	0.10
UTILITY WORKER 2	0.05	0.10	0.10	0.10	0.10
MAINTENANCE WORKER 1	0.13	0.06	0.06	0.06	0.06
	0.36	0.51	0.51	0.51	0.51

CITY OF LOWELL
STREET FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
STREET							
PERSONNEL SERVICES							
312-490-5110 CITY ADMINISTRATOR	2,550	6,850	7,495	7,427	8,200		
312-490-5112 FINANCE CLERK	1,211	-	-	-	-		
312-490-5150 PUBLIC WORKS DIRECTOR	2,931	8,795	9,373	9,374	9,841		
312-490-5152 UTILITY WORKER 1	1,351	2,960	3,272	3,272	3,435		
312-490-5154 UTILITY WORKER 2	2,229	3,328	3,608	3,628	3,789		
312-490-5158 MAINTENANCE WORKER 1	2,678	1,163	1,608	1,561	1,689		
312-490-5220 OVERTIME	-	1,592	1,815	1,209	1,377		
312-490-5315 SOCIAL SECURITY	993	1,945	2,273	2,025	2,462		
312-490-5320 WORKERS COMPENSATION	45	1,194	1,867	1,379	1,927		
312-490-5350 UNEMPLOYMENT INSURANCE	-	-	1,585	-	2,252		
312-490-5410 HEALTH INSURANCE	3,474	6,568	6,279	6,105	6,672		
312-490-5450 RETIREMENT	709	2,534	2,538	3,044	3,319		
SUBTOTAL PERSONNEL SERVICES	18,171	36,929	41,712	39,023	44,962	-	-
FULL-TIME EQUIVALENTS	0.36	0.55	0.51	0.51	0.51	-	-
MATERIALS AND SERVICES							
312-490-6110 AUDITING	1,785	549	1,300	1,300	1,430		
312-490-6114 FINANCIAL SERVICES	-	529	1,136	1,136	1,190		
312-490-6116 ENGINEERING SERVICES	-	744	500	2,000	19,094		
312-490-6122 IT SERVICES	-	263	1,498	669	1,198		
312-490-6128 OTHER CONTRACT SERVICES	2,936	3,655	4,000	12,077	12,400		
312-490-6210 INSURANCE AND BONDS	2,497	1,947	2,138	2,110	2,198		
312-490-6234 GENERAL SUPPLIES	-	114	-	114	150		
312-490-6290 MISCELLANEOUS	-	502	500	-	500		
312-490-6324 EQUIPMENT REPAIR AND MAINTENANCE	-	536	500	-	500		
312-490-6330 OTHER REPAIR AND MAINTENANCE	-	1,010	750	-	1,000		
312-490-6334 NON-CAPITALIZED ASSETS	-	13	500	671	500		
312-490-6430 ELECTRICITY SERVICES	-	14,144	14,311	14,427	15,292		
312-490-6620 STORM DRAIN MAINTENANCE	-	1,250	2,000	1,500	2,000		
312-490-6624 STREET SIGNS	141	302	500	252	500		

CITY OF LOWELL
STREET FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

312-490-6626	STREET LIGHTS	16,590	2,411	3,658	-	10,000		
XXX-XXX-XXXX	MAINTENANCE AND SUPPLIES	379		-	-	-	-	-
SUBTOTAL MATERIALS AND SERVICES		24,328	27,968	33,291	36,256	67,952	-	-
CAPITAL OUTLAY								
312-700-8320	CAPITAL OUTLAY - SOFTWARE	-	2,251	2,651	-	2,651		
312-700-8530	CAPITAL OUTLAY - STREET IMPROVEMENTS	-	-	87,818	-	60,350		
SUBTOTAL CAPITAL OUTLAY		-	2,251	90,469	-	63,001	-	-
TOTAL REQUIREMENTS - STREET		42,499	67,149	165,472	75,278	175,915	-	-

CITY OF LOWELL
STREET FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
INTERFUND TRANSFERS							
312-900-9150 TRANSFER TO EQUIPMENT FUND	3,000	3,000	4,000	4,000	4,000		
XXX-XXX-XXXX TRANSFER TO PERSONNEL LIABILITY	600	-	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	3,600	3,000	4,000	4,000	4,000	-	-
CONTINGENCY							
312-900-9590 OPERATING CONTINGENCY	-	-	23,349	-	19,195		
SUBTOTAL CONTINGENCY	-	-	23,349	-	19,195	-	-
TOTAL - NONDEPARTMENTAL	3,600	3,000	27,349	4,000	23,195	-	-
TOTAL REQUIREMENTS - STREET FUND	46,099	70,149	192,821	79,278	199,110	-	-

CITY OF LOWELL
WATER FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	96,587	98,873	152,358	151,833	129,142	-	-
REVENUES	250,728	274,766	283,953	305,196	323,038	-	-
INTERFUND TRANSFERS	39,381	78,179	39,381	7,715	-	-	-
TOTAL RESOURCES	386,696	451,818	475,692	464,744	452,180	-	-
REQUIREMENTS							
PERSONNEL SERVICES	128,397	136,494	157,547	145,391	168,689	-	-
MATERIALS AND SERVICES	88,409	87,719	103,988	92,043	106,782	-	-
CAPITAL OUTLAY	-	6,754	35,955	28,150	35,955	-	-
DEBT SERVICE	64,080	64,080	64,080	64,080	64,083	-	-
INTERFUND TRANSFERS	6,938	4,938	5,938	5,938	5,938	-	-
CONTINGENCY	-	-	91,800	-	70,732	-	-
OTHER REQUIREMENTS	-	-	28,376	-	-	-	-
TOTAL REQUIREMENTS	287,824	299,985	487,684	335,602	452,179	-	-

CITY OF LOWELL
WATER FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
230-000-3100 BEGINNING CASH	96,587	98,873	152,358	151,833	129,142		
SUBTOTAL FUND BALANCE	96,587	98,873	152,358	151,833	129,142	-	-
REVENUES							
230-315-4125 INTEREST EARNED	-	-	300	-	300		
230-335-4370 WATER/SEWER CONNECTION PERMIT FEES	250	-	-	-	-		
230-340-4425 WATER/SEWER SALES	242,378	255,472	268,246	287,646	299,635		
230-340-4430 WATER/SEWER CONNECTION FEES	86	1,165	1,000	3,050	3,750		
230-340-4435 FIRE HYDRANT FEE	3,584	4,339	4,556	3,842	3,957		
230-345-4531 WATER REIMBURSEMENT SDC	640	3,759	4,851	5,163	10,395		
230-385-4895 MISCELLANEOUS	3,100	10,031	5,000	5,495	5,000		
XXX-XXX-XXXX CREDIT MEMO UTILITIES - (PRE-PAID)	691	-	-	-	-		
SUBTOTAL REVENUES	250,728	274,766	283,953	305,196	323,038	-	-
INTERFUND TRANSFERS							
230-390-4940 TRANSFER FROM SEWER FUND	-	38,798	-	-	-		
230-390-4955 TRANSFER FROM DEBT RESERVE FUND	39,381	39,381	39,381	7,715	-		
SUBTOTAL INTERFUND TRANSFERS	39,381	78,179	39,381	7,715	-	-	-
TOTAL RESOURCES - WATER FUND	386,696	451,818	475,692	464,744	452,180	-	-

WATER

The Water Division is part of the Public Works Department. It is staffed by the Public Works Director, two utility workers, and one maintenance worker. Division services includes water plant operation, water plant maintenance, maintenance and repair of the distribution system. In addition, this budget also includes the administration for water operations and utility billing.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	128,397	136,494	157,547	145,391	168,689
MATERIALS AND SERVICES	88,409	87,719	103,988	92,043	106,782
DEBT SERVICE	64,080	64,080	64,080	64,080	64,083
CAPITAL OUTLAY	-	6,754	35,955	28,150	35,955
INTERFUND TRANSFERS	6,938	4,938	5,938	5,938	5,938
CONTINGENCY	-	-	91,800	-	70,732
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	287,824	299,985	459,308	335,602	452,179

2017-18 Accomplishments

- Developed and mailed the 2016 Water Quality Report.
- Completed the year without any major violations.
- Completed Phase 1/5 of the water meter replacement project.

2018-19 Work Plan

- Develop and mail the 2017 Water Quality Report.
- Complete Phase 2/5 of the water meter replacement project.
- Meet or exceed water quality permit requirements.
- Install camera surveillance system at the Water Plant to enhance security.

PERSONNEL SERVICES					
POSITION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ACTUAL 2017-18	PROPOSED 2018-19
CITY ADMINISTRATOR	0.15	0.25	0.25	0.25	0.25
CITY CLERK	0.40	0.40	0.40	0.40	0.40
FINANCE CLERK	0.19	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.43	0.35	0.35	0.35	0.35
UTILITY WORKER 1	0.43	0.40	0.40	0.40	0.40
UTILITY WORKER 2	0.43	0.40	0.40	0.40	0.40
MAINTENANCE WORKER 1	0.09	0.13	0.13	0.13	0.13
	2.11	1.93	1.93	1.93	1.93

CITY OF LOWELL
WATER FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
WATER							
PERSONNEL SERVICES							
230-490-5110 CITY ADMINISTRATOR	7,650	17,078	18,739	18,568	20,499		
230-490-5112 FINANCE CLERK	6,055	-	-	-	-		
230-490-5114 CITY CLERK	15,620	17,409	19,088	19,175	20,040		
230-490-5150 PUBLIC WORKS DIRECTOR	24,910	20,001	21,869	21,872	22,963		
230-490-5152 UTILITY WORKER 1	11,480	11,647	13,087	13,086	13,742		
230-490-5154 UTILITY WORKER 2	19,969	13,052	14,432	14,509	15,157		
230-490-5158 MAINTENANCE WORKER 1	2,009	2,432	3,216	3,122	3,377		
230-490-5220 OVERTIME	-	5,357	7,388	4,734	7,759		
230-490-5315 SOCIAL SECURITY	6,707	6,967	8,182	7,272	8,831		
230-490-5320 WORKERS COMPENSATION	103	3,202	5,618	4,161	5,797		
230-490-5350 UNEMPLOYMENT INSURANCE	-	-	8,027	-	8,003		
230-490-5410 HEALTH INSURANCE	29,015	29,953	28,764	27,958	30,614		
230-490-5450 RETIREMENT	4,881	9,397	9,136	10,933	11,907		
SUBTOTAL PERSONNEL SERVICES	128,397	136,494	157,547	145,391	168,689	-	-
FULL-TIME EQUIVALENTS	2.11	1.93	1.93	1.93	1.93	-	-
MATERIALS AND SERVICES							
230-490-6110 AUDITING	4,461	4,350	3,900	3,900	4,290		
230-490-6112 LEGAL SERVICES	-	-	500	500	500		
230-490-6114 FINANCIAL SERVICES	-	4,197	3,408	3,408	3,570		
230-490-6116 ENGINEERING SERVICES	-	-	1,000	-	1,000		
230-490-6122 IT SERVICES	-	2,243	5,185	2,164	5,418		
230-490-6128 OTHER CONTRACT SERVICES	5,356	3,907	3,750	3,600	7,100		
230-490-6210 INSURANCE AND BONDS	6,244	4,866	6,413	5,731	6,594		
230-490-6220 PUBLICATIONS, PRINTING AND DUES	250	353	500	947	1,000		
230-490-6226 POSTAGE	1,810	1,240	1,750	1,472	1,516		
230-490-6230 OFFICE SUPPLIES	83	187	250	130	250		
230-490-6234 GENERAL SUPPLIES	-	2,077	2,000	2,495	2,570		
230-490-6238 BANK SERVICE CHARGES	2,201	2,586	1,400	2,664	2,744		
230-490-6240 TRAVEL AND TRAINING	267	502	1,000	500	1,000		

CITY OF LOWELL
WATER FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
230-490-6290 MISCELLANEOUS	-	-	200	200	200		
230-490-6320 BUILDING REPAIR AND MAINTENANCE	-	155	1,000	612	1,000		
230-490-6324 EQUIPMENT REPAIR AND MAINTENANCE	335	1,368	1,000	1,792	2,000		
230-490-6330 OTHER REPAIR AND MAINTENANCE	-	10,945	15,000	14,309	15,000		
230-490-6334 NON-CAPITALIZED ASSETS	-	5,119	3,500	3,117	3,500		
230-490-6420 WATER SERVICES	-	359	378	509	524		
230-490-6425 SEWER SERVICES	570	676	754	678	698		
230-490-6430 ELECTRICITY SERVICES	14,836	16,649	16,274	15,508	16,438		
230-490-6435 INTERNET SERVICES	-	140	600	840	865		
230-490-6440 TELEPHONE SERVICES	4,530	4,119	4,662	3,566	3,672		
230-490-6445 REFUSE SERVICES	-	196					
230-490-6610 GAS AND OIL	-	845	1,000	538	1,000		
230-490-6630 CHEMICALS AND LAB SUPPLIES	-	16,459	23,588	19,364	20,332		
230-490-6650 WATER/SEWER ANALYSIS	2,241	3,944	4,975	3,500	4,000		
230-490-6658 WATER/SEWER CONNECTIONS	2	-	-	-	-		
230-490-6692 REIMBURSABLE EXPENDITURE		120	-	-	-		
XXX-XXX-XXXX COMPUTER SERV/WARR/CONTRACTS	3,127	-	-	-	-	-	-
XXX-XXX-XXXX OPERATIONS AND SUPPLIES	23,941	-	-	-	-	-	-
XXX-XXX-XXXX REPAIR AND MAINTENANCE	18,155	115	-	-	-	-	-
SUBTOTAL MATERIALS AND SERVICES	88,409	87,719	103,988	92,043	106,782	-	-
CAPITAL OUTLAY				-			
230-700-8320 CAPITAL OUTLAY - SOFTWARE	-	6,754	7,955	150	7,955		
230-700-8895 CAPITAL OUTLAY - OTHER IMPROVEMENTS		-	28,000	28,000	28,000		
SUBTOTAL CAPITAL OUTLAY	-	6,754	35,955	28,150	35,955	-	-
TOTAL - WATER	216,806	230,967	297,490	265,583	311,426	-	-

CITY OF LOWELL
WATER FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19			
					PROPOSED	APPROVED	ADOPTED	
NONDEPARTMENTAL								
DEBT SERVICE								
230-800-7110	LOAN PRINCIPLE	13,199	13,805	14,438	14,438	15,102		
230-800-7510	LOAN INTEREST	4,078	3,473	2,839	2,839	2,177		
230-800-7122	LOAN PRINCIPLE SPWF	3,486	3,667	3,856	3,856	4,056		
230-800-7522	LOAN INTEREST SPWF	3,936	3,756	3,566	3,566	3,367		
230-800-7124	LOAN PRINCIPLE, RD	14,439	14,836	15,244	15,244	15,663		
230-800-7524	LOAN INTEREST, RD	24,941	24,544	24,137	24,137	23,718		
SUBTOTAL DEBT SERVICE		64,080	64,080	64,080	64,080	64,083	-	-
INTERFUND TRANSFERS								
230-900-9150	TRANSFER TO EQUIPMENT FUND	1,000	1,000	2,000	2,000	2,000		
230-900-9120	TRANSFER TO WATER RESERVE	3,938	3,938	3,938	3,938	3,938		
230-900-9140	INTERFUND LOAN TO SEWER FUND	-	-	-	-	-		
XXX-XXX-XXXX	TRANSFER TO PERSONNEL LIABILITIES FUND	2,000	-	-	-	-	-	-
SUBTOTAL INTERFUND TRANSFERS		6,938	4,938	5,938	5,938	5,938	-	-
CONTINGENCY								
230-900-9590	OPERATING CONTINGENCY	-	-	91,800	-	70,732		
SUBTOTAL CONTINGENCY		-	-	91,800	-	70,732	-	-
TOTAL - NONDEPARTMENTAL		71,018	69,018	190,194	70,018	140,753	-	-
TOTAL REQUIREMENTS - WATER FUND		287,824	299,985	487,684	335,602	452,179	-	-

CITY OF LOWELL
SEWER FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	(37,234)	(22,887)	459	17,265	105,935	-	-
REVENUES	274,732	330,777	336,662	379,107	354,274	-	-
INTERFUND TRANSFERS	23,745	15,745	15,745	15,745	15,745	-	-
TOTAL RESOURCES	261,243	323,635	352,866	412,117	475,954	-	-
REQUIREMENTS							
PERSONNEL SERVICES	128,411	136,066	157,547	147,349	168,689	-	-
MATERIALS AND SERVICES	100,327	107,774	125,086	102,694	124,019	-	-
CAPITAL OUTLAY	-	6,754	7,955	-	23,955	-	-
DEBT SERVICE	53,817	53,202	52,564	52,564	51,910	-	-
INTERFUND TRANSFERS	1,575	2,575	3,575	3,575	3,575	-	-
CONTINGENCY	-	-	6,139	-	103,805	-	-
TOTAL REQUIREMENTS	284,130	306,370	352,866	306,183	475,954	-	-

CITY OF LOWELL
SEWER FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
240-000-3100 BEGINNING CASH	(37,234)	(22,887)	459	17,265	105,935		
SUBTOTAL FUND BALANCE	(37,234)	(22,887)	459	17,265	105,935	-	-
REVENUES							
240-315-4125 INTEREST EARNED	-	-	50	-	-		
240-335-4354 LICENSES AND PERMITS	115	-	-	-	-		
240-340-4425 WATER/SEWER SALES	271,065	312,810	327,839	329,842	340,134		
240-340-4430 WATER/SEWER CONNECTION FEES	160	-	150	805	805		
240-345-4541 SEWER REIMBURSEMENT SDC	559	2,862	4,123	4,297	8,835		
240-385-4895 MISCELLANEOUS	2,833	15,105	4,500	44,164	4,500		
SUBTOTAL REVENUES	274,732	330,777	336,662	379,107	354,274	-	-
INTERFUND TRANSFERS							
240-390-4910 TRANSFER FROM GENERAL FUND	8,000	-	-	-	-		
240-390-4930 INTERFUND LOAN FROM WATER FUND	-	-	-	-	-		
240-390-4955 TRANSFER FROM DEBT RESERVE FUND	15,745	15,745	15,745	15,745	15,745		
SUBTOTAL INTERFUND TRANSFERS	23,745	15,745	15,745	15,745	15,745	-	-
TOTAL RESOURCES - SEWER FUND	261,243	323,635	352,866	412,117	475,954	-	-

SEWER

The Sewer Division is part of the Public Works Department. It is staffed by the Public Works Director, two utility workers, and one maintenance worker. Division services includes sewer plant operation, sewer plant maintenance, maintenance and repair of the collections system. In addition, this budget also includes the administration for sewer operations and utility billing.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	128,411	136,066	157,547	147,349	168,689
MATERIALS AND SERVICES	100,327	107,774	125,086	102,694	124,019
DEBT SERVICE	53,817	53,202	52,564	52,564	51,910
CAPITAL OUTLAY	-	6,754	7,955	-	23,955
INTERFUND TRANSFERS	1,575	2,575	3,575	3,575	3,575
CONTINGENCY	-	-	6,139	-	103,805
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	284,130	306,370	352,866	306,183	475,954

2017-18 Accomplishments

- Completed the year without any major violations.

2018-19 Work Plan

- Meet or exceed sewer discharge permit requirements.
- Purchase sewer inspection camera to support the investigation of blocked collection lines and points of inflow and infiltration.
- Install chemical feed system at the wastewater plant to monitor and automatically adjust the release of chlorine required for disinfection.

PERSONNEL SERVICES					
POSITION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ACTUAL 2017-18	PROPOSED 2018-19
CITY ADMINISTRATOR	0.15	0.25	0.25	0.25	0.25
CITY CLERK	0.40	0.40	0.40	0.40	0.40
FINANCE CLERK	0.19	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.43	0.35	0.35	0.35	0.35
UTILITY WORKER 1	0.43	0.40	0.40	0.40	0.40
UTILITY WORKER 2	0.43	0.40	0.40	0.40	0.40
MAINTENANCE WORKER 1	0.09	0.13	0.13	0.13	0.13
	2.11	1.93	1.93	1.93	1.93

CITY OF LOWELL
SEWER FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
SEWER							
PERSONNEL SERVICES							
240-490-5110 CITY ADMINISTRATOR	7,650	17,078	18,739	18,568	20,499		
240-490-5114 CITY CLERK	15,620	17,409	19,088	19,175	20,040		
240-490-5150 PUBLIC WORKS DIRECTOR	24,910	20,002	21,869	21,872	22,963		
240-490-5152 UTILITY WORKER 1	11,480	11,647	13,087	13,087	13,742		
240-490-5154 UTILITY WORKER 2	19,969	13,052	14,432	14,509	15,157		
240-490-5158 MAINTENANCE WORKER 1	2,009	2,432	3,216	3,122	3,377		
240-490-5220 OVERTIME	-	5,356	7,388	4,734	7,759		
240-490-5315 SOCIAL SECURITY	6,644	6,967	8,182	7,273	8,831		
240-490-5320 WORKERS COMPENSATION	120	2,772	5,618	4,161	5,797		
240-490-5350 UNEMPLOYMENT INSURANCE	-	-	8,027	-	8,003		
240-490-5410 HEALTH INSURANCE	28,879	29,953	28,764	29,913	30,614		
240-490-5450 RETIREMENT	4,943	9,397	9,136	10,933	11,907		
XXX-XXX-XXXX FINANCE CLERK	6,188	-	-	-	-		
SUBTOTAL PERSONNEL SERVICES	128,411	136,066	157,547	147,349	168,689	-	-
FULL-TIME EQUIVALENTS	2.11	1.93	1.93	1.93	1.93	1.93	1.93
MATERIALS AND SERVICES							
240-490-6110 AUDITING	4,461	5,462	3,900	3,900	4,290		
240-490-6112 LEGAL SERVICES	-	-	500	-	500		
240-490-6114 FINANCIAL SERVICES	-	5,268	3,408	3,408	3,570		
240-490-6116 ENGINEERING SERVICES	-	-	1,000	-	1,000		
240-490-6122 IT SERVICES	-	2,774	5,185	2,164	4,736		
240-490-6128 OTHER CONTRACT SERVICES	4,855	3,907	4,000	3,465	4,000		
240-490-6210 INSURANCE AND BONDS	6,244	4,866	6,413	5,731	6,594		
240-490-6220 PUBLICATIONS, PRINTING AND DUES	50	278	400	1,347	400		
240-490-6226 POSTAGE	1,810	1,240	1,500	1,222	1,500		
240-490-6230 OFFICE SUPPLIES/EQUIPMENT	90	65	250	124	250		
240-490-6234 GENERAL SUPPLIES	-	1,057	2,000	1,476	2,000		
240-490-6238 BANK SERVICE CHARGES	2,199	2,580	1,350	1,396	1,500		
240-490-6240 TRAVEL AND TRAINING	117	308	1,500	600	1,000		

CITY OF LOWELL
SEWER FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
240-490-6290 MISCELLANEOUS	-	89	300	-	300		
240-490-6320 BUILDING REPAIR AND MAINTENANCE	-	379	1,000	309	1,000		
240-490-6324 EQUIPMENT REPAIR AND MAINTENANCE	466	4,407	6,000	3,263	5,000		
240-490-6330 OTHER REPAIR AND MAINTENANCE	-	10,401	12,500	3,193	12,500		
240-490-6334 NON-CAPITALIZED ASSETS	-	713	1,000	2,978	1,000		
240-490-6420 WATER SERVICES	582	3,285	3,552	6,410	6,794		
240-490-6425 SEWER SERVICES	-	4,869	5,453	6,103	6,469		
240-490-6430 ELECTRICITY SERVICES	22,959	28,654	28,710	26,999	28,619		
240-490-6440 TELEPHONE SERVICES	2,412	1,662	2,000	1,637	1,686		
240-490-6445 REFUSE SERVICES	-	196	200	314	324		
240-490-6520 PERMITS	2,561	2,561	6,000	3,000	3,100		
240-490-6610 GAS AND OIL	2,520	975	1,465	1,310	1,388		
240-490-6630 CHEMICALS AND LAB SUPPLIES	-	10,709	14,000	12,132	13,000		
240-490-6650 WATER/SEWER ANALYSIS	11,529	11,030	11,500	10,214	11,500		
XXX-XXX-XXXX COMPUTER SERV/WARR/CONTRACTS	3,126	-	-	-	-	-	-
XXX-XXX-XXXX OPERATIONS AND SUPPLIES	14,091	-	-	-	-	-	-
XXX-XXX-XXXX WATER/ SEWER CONNECTION EXPENDITURES	98	-	-	-	-	-	-
XXX-XXX-XXXX REIMBURSABLE EXPENDITURE	-	37	-	-	-	-	-
XXX-XXX-XXXX REPAIR AND MAINTENANCE	20,158	-	-	-	-	-	-
SUBTOTAL MATERIALS AND SERVICES	100,327	107,774	125,086	102,694	124,019	-	-
CAPITAL OUTLAY							
240-700-8320 SOFTWARE	-	6,754	7,955	-	7,955	-	-
240-700-8335 EQUIPMENT AND FURNISHINGS	-	-	-	-	16,000	-	-
SUBTOTAL CAPITAL OUTLAY	-	6,754	7,955	-	23,955	-	-
TOTAL - SEWER	228,738	250,594	290,588	250,044	316,664	-	-

CITY OF LOWELL
SEWER FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
DEBT SERVICE							
240-800-7110 LOAN PRINCIPLE	17,799	17,914	18,038	18,038	18,171		
240-800-7510 LOAN INTEREST	12,851	12,121	11,360	11,360	10,571		
240-800-7122 LOAN PRINCIPLE SPWF	3,487	3,667	3,856	3,856	4,056		
240-800-7522 LOAN INTEREST SPWF	3,936	3,756	3,566	3,566	3,367		
240-800-7124 LOAN PRINCIPLE, RD	5,773	5,931	6,095	6,095	6,263		
240-800-7524 LOAN INTEREST, RD	9,971	9,813	9,649	9,649	9,482		
240-800-7126 INTERFUND LOAN PAYMENT TO WATER FUND	-	-	-	-	-		
SUBTOTAL DEBT SERVICE	53,817	53,202	52,564	52,564	51,910	-	-
INTERFUND TRANSFERS							
240-900-9121 TRANSFER TO SEWER RESERVE	1,575	1,575	1,575	1,575	1,575		
240-900-9150 TRANSFER TO EQUIPMENT FUND	-	1,000	2,000	2,000	2,000		
SUBTOTAL INTERFUND TRANSFERS	1,575	2,575	3,575	3,575	3,575	-	-
CONTINGENCY							
240-900-9590 OPERATING CONTINGENCY	-	-	6,139	-	103,805		
SUBTOTAL CONTINGENCY	-	-	6,139	-	103,805	-	-
TOTAL - NONDEPARTMENTAL	55,392	55,777	62,278	56,139	159,290	-	-
TOTAL REQUIREMENTS - SEWER FUND	284,130	306,370	352,866	306,183	475,954	-	-

CITY OF LOWELL
SDC FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	269,361	279,526	333,334	316,946	411,247	-	-
REVENUES	6,737	33,992	48,450	81,406	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
TOTAL RESOURCES	276,098	313,518	381,784	398,352	411,247	-	-
REQUIREMENTS							
CAPITAL OUTLAY	-	-	214,186	-	-	-	-
INTERFUND TRANSFERS	-	-	180,493	-	411,247	-	-
RESERVED	279,524	316,944	-	411,247	-	-	-
TOTAL REQUIREMENTS	279,524	316,944	394,679	411,247	411,247	-	-

CITY OF LOWELL
SDC FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
417-000-3100 BEGINNING CASH	269,361	279,526	333,334	316,946	411,247		
SUBTOTAL FUND BALANCE	269,361	279,526	333,334	316,946	411,247	-	-
REVENUES							
417-315-4125 INTEREST	-	-	500	-			
417-345-4510 PARK SDC	928	1,872	6,608	10,794			
417-345-4512 TRANSPORTATION SDC	558	4,555	3,969	8,762			
417-345-4530 WATER SDC	3,607	20,113	25,676	41,968			
417-345-4540 SEWER SDC	1,009	5,021	7,182	11,736			
417-345-4545 STORMWATER SDC	635	2,431	4,515	8,146			
SUBTOTAL REVENUES	6,737	33,992	48,450	81,406	-	-	-
INTERFUND TRANSFERS							
XXX-XXX-XXXX TRANSFER FROM GENERAL FUND	3,428	3,428	12,895	12,895			
SUBTOTAL INTERFUND TRANSFERS	3,428	3,428	12,895	12,895	-	-	-
TOTAL RESOURCES - SDC FUND	279,526	316,946	394,679	411,247	411,247	-	-

SYSTEM DEVELOPMENT CHARGES (SDCS)

A system development charge (SDC) is a one-time fee imposed on new or some types of re-development at the time of development. The fee is intended to recover a fair share of the costs of existing and planned facilities that provide capacity to serve new growth.

Oregon Revised Statutes defines SDCs and specifies how they shall be calculated, applied, and accounted for by local government. By statute, an SDC is the sum of two components:

- Reimbursement Fee – designed to recover costs associated with capital improvements already constructed or under construction
- Improvement Fee – designed to recover costs associated with capital improvements to be constructed in the future.

The City of Lowell collects the following SDCs:

- Water Reimbursement
- Water Improvement
- Sewer Reimbursement
- Sewer Improvement
- Transportation Reimbursement
- Transportation Improvement
- Stormwater Improvement
- Parks Reimbursement
- Parks Improvement

Reimbursement SDCs are receipted into the fund which originally completed the improvements. Improvement SDCs have historically been receipted into the SDC Fund. For FY 2018-19, staff proposes segregating each of the improvement SDCs into their own fund to assist with financial reporting requirements. The following expenditure summaries show the total projected amount to be received in FY 2017-18 and transferred to the proposed funds. The only project budgeted for FY 2018-19 is a review of SDC methodologies and update of the capital projects list.

SDC FUND EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	214,186	-	-
INTERFUND TRANSFERS	-	-	-	-	411,247
CONTINGENCY	-	-	-	-	-
RESERVED	279,524	316,944	-	411,247	-
TOTAL REQUIREMENTS	279,524	316,944	214,186	411,247	411,247

WATER SDC FUND EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	2,000
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	260,534
TOTAL REQUIREMENTS	-	-	-	-	262,534

SEWER SDC FUND EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	ADOPTED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	2,000
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	133,933
TOTAL REQUIREMENTS	-	-	-	-	135,933

TRANSPORTATION SDC FUND EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	2,000
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	30,752
TOTAL REQUIREMENTS	-	-	-	-	32,752

STORMWATER SDC FUND EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	2,000
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	33,533
TOTAL REQUIREMENTS	-	-	-	-	35,533

PARKS SDC FUND EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	2,000
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	52,798
TOTAL REQUIREMENTS	-	-	-	-	54,798

CITY OF LOWELL
SDC FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
CAPITAL OUTLAY							
417-700-8520 CAPITAL OUTLAY - PARKS IMPROVEMENTS	-	-	36,625	-	-	-	-
417-700-8530 CAPITAL OUTLAY - STREET IMPROVEMENTS	-	-	19,666	-	-	-	-
417-700-8540 CAPITAL OUTLAY - WATER IMPROVEMENTS	-	-	-	-	-	-	-
417-700-8550 CAPITAL OUTLAY - SEWER IMPROVEMENTS	-	-	133,483	-	-	-	-
417-700-8560 CAPITAL OUTLAY - STORMWATER IMPROVEMENT	-	-	24,412	-	-	-	-
SUBTOTAL CAPITAL OUTLAY	-	-	214,186	-	-	-	-
INTERFUND TRANSFERS							
417-900-9118 TRANSFER TO WATER SDC FUND	-	-	-	-	203,746	-	-
417-900-9119 TRANSFER TO PARKS SDC FUND	-	-	-	-	39,627	-	-
417-900-9120 TRANSFER TO STORMWATER SDC FUND	-	-	-	-	25,665	-	-
417-900-9121 TRANSFER TO SEWER SDC FUND	-	-	-	-	117,962	-	-
417-900-9122 TRANSFER TO STREETS SDC FUND	-	-	-	-	24,247	-	-
417-900-9155 TRANSFER TO DEBT RESERVE FUND	-	-	180,493	-	-	-	-
SUBTOTAL INTERFUND TRANSFERS	-	-	180,493	-	411,247	-	-
RESERVED FOR FUTURE EXPENDITURE							
417-900-9893 RESERVED FOR FUTURE USE - WATER	141,665	161,778	-	203,746	-	-	-
417-900-9895 RESERVED FOR FUTURE USE - PARKS	26,961	28,833	-	39,627	-	-	-
417-900-9896 RESERVED FOR FUTURE USE - STORMWATER	15,088	17,520	-	25,665	-	-	-
417-900-9897 RESERVED FOR FUTURE USE - SEWER	84,880	93,329	-	117,962	-	-	-
417-900-9898 RESERVED FOR FUTURE USE - STREETS	10,929	15,485	-	24,247	-	-	-
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE	279,524	316,944	-	411,247	-	-	-
TOTAL REQUIREMENTS - SDC FUND	279,524	316,944	394,679	411,247	411,247	-	-

CITY OF LOWELL
WATER SDC FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	-	-	-	-	-	-	-
REVENUES	-	-	-	-	58,788	-	-
INTERFUND TRANSFERS	-	-	-	-	203,746	-	-
TOTAL RESOURCES	-	-	-	-	262,534	-	-
REQUIREMENTS							
CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED	-	-	-	-	260,534	-	-
TOTAL REQUIREMENTS	-	-	-	-	260,534	-	-

CITY OF LOWELL
WATER SDC FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
430-000-31000 BEGINNING CASH	-	-	-	-	-		
SUBTOTAL FUND BALANCE	-	-	-	-	-	-	-
REVENUES							
430-315-4125 INTEREST	-	-	-	-	3,768		
430-345-4530 WATER IMPROVEMENT SDC	-	-	-	-	55,020		
SUBTOTAL REVENUES	-	-	-	-	58,788	-	-
TRANSFERS							
430-390-4917 TRANSFER FROM SDC FUND	-		-	-	203,746		
SUBTOTAL TRANSFERS	-	-	-	-	203,746	-	-
TOTAL RESOURCES - WATER SDC FUND	-	-	-	-	262,534	-	-

CITY OF LOWELL
WATER SDC FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
430-490-6128 OTHER CONTRACT SERVICES	-	-	-	-	2,000		
SUBTOTAL MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY							
430-700-8540 WATER IMPROVEMENTS	-	-	-	-	-		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS							
430-900-9130 TRANSFER TO WATER FUND	-	-	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED FOR FUTURE EXPENDITURE							
430-900-9893 RESERVED FOR FUTURE USE - WATER	-	-	-	-	260,534		
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE	-	-	-	-	260,534	-	-
TOTAL REQUIREMENTS - WATER SDC FUND	-	-	-	-	262,534	-	-

CITY OF LOWELL
SEWER SDC FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	PROPOSED
RESOURCES							
BEGINNING CASH	-	-	-	-	-	-	-
REVENUES	-	-	-	-	17,971	-	-
INTERFUND TRANSFERS	-	-	-	-	117,962	-	-
TOTAL RESOURCES	-	-	-	-	135,933	-	-
REQUIREMENTS							
MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED	-	-	-	-	133,933	-	-
TOTAL REQUIREMENTS	-	-	-	-	135,933	-	-

CITY OF LOWELL
SEWER SDC FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
440-000-3100 BEGINNING CASH	-	-	-	-	-		
SUBTOTAL FUND BALANCE	-	-	-	-	-	-	-
REVENUES							
440-315-4125 INTEREST	-	-	-	-	2,581		
440-345-4540 SEWER IMPROVEMENT SDC	-	-	-	-	15,390		
SUBTOTAL REVENUES	-	-	-	-	17,971	-	-
TRANSFERS							
440-390-4917 TRANSFER FROM SDC FUND	-	-	-	-	117,962		
SUBTOTAL TRANSFERS	-	-	-	-	117,962	-	-
TOTAL RESOURCES - SEWER SDC FUND	-	-	-	-	135,933	-	-

CITY OF LOWELL
SEWER SDC FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
440-490-6128 OTHER CONTRACT SERVICES	-	-	-	-	2,000		
SUBTOTAL MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY							
440-700-8550 SEWER IMPROVEMENTS	-	-	-	-	-		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS							
440-900-9140 TRANSFER TO SEWER FUND	-	-	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED FOR FUTURE EXPENDITURE							
440-900-9897 RESERVED FOR FUTURE USE - SEWER	-	-	-	-	133,933		
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE	-	-	-	-	133,933	-	-
TOTAL REQUIREMENTS - SEWER SDC FUND	-	-	-	-	135,933	-	-

CITY OF LOWELL
TRANSPORTATION SDC FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	-	-	-	-	-	-	-
REVENUES	-	-	-	-	8,505	-	-
INTERFUND TRANSFERS	-	-	-	-	24,247	-	-
TOTAL RESOURCES	-	-	-	-	32,752	-	-
REQUIREMENTS							
MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED	-	-	-	-	30,752	-	-
TOTAL REQUIREMENTS	-	-	-	-	32,752	-	-

CITY OF LOWELL
 TRANSPORTATION SDC FUND RESOURCES
 JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
412-000-3100 BEGINNING CASH	-	-	-	-	-		
SUBTOTAL FUND BALANCE	-	-	-	-	-	-	-
REVENUES							
412-315-4125 INTEREST	-	-	-	-			
412-345-4512 TRANSPORTATION IMPROVEMENT SDC	-	-	-	-	8,505		
SUBTOTAL REVENUES	-	-	-	-	8,505	-	-
INTERFUND TRANSFERS							
412-390-4917 TRANSFER FROM SDC FUND	-	-	-	-	24,247		
SUBTOTAL TRANSFERS	-	-	-	-	24,247	-	-
TOTAL RESOURCES - TRANSPORTATION SDC FUN	-	-	-	-	32,752	-	-

CITY OF LOWELL
TRANSPORTATION SDC FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
412-490-6128 OTHER CONTRACT SERVICES	-	-	-	-	2,000		
SUBTOTAL MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY							
412-700-8530 TRANSPORTATION IMPROVEMENTS	-	-	-	-	-		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS							
412-900-9112 TRANSFER TO STREET FUND	-	-	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED FOR FUTURE EXPENDITURE							
412-900-9898 RESERVED FOR FUTURE USE - TRANSPORTATION	-	-	-	-	30,752		
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE	-	-	-	-	30,752	-	-
TOTAL REQUIREMENTS - TRANSPORTATION SDC	-	-	-	-	32,752	-	-

CITY OF LOWELL
 STORMWATER SDC FUND SUMMARY, BY OBJECT
 JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	-	-	-	-	-	-	-
REVENUES	-	-	-	-	9,868	-	-
INTERFUND TRANSFERS	-	-	-	-	25,665	-	-
TOTAL RESOURCES	-	-	-	-	35,533	-	-
REQUIREMENTS							
MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED	-	-	-	-	33,533	-	-
TOTAL REQUIREMENTS	-	-	-	-	33,533	-	-

CITY OF LOWELL
 STORMWATER SDC FUND RESOURCES
 JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
445-000-3100 BEGINNING CASH	-	-	-	-			
SUBTOTAL FUND BALANCE	-	-	-	-	-	-	-
REVENUES							
445-315-4125 INTEREST	-	-	-	-	193		
445-345-4545 STORMWATER IMPROVEMENT SDC	-	-	-	-	9,675		
SUBTOTAL REVENUES	-	-	-	-	9,868	-	-
INTERFUND TRANSFERS							
445-390-4917 TRANSFER FROM SDC FUND	-	-	-	-	25,665		
SUBTOTAL TRANSFERS	-	-	-	-	25,665	-	-
TOTAL RESOURCES - STORMWATER SDC FUND	-	-	-	-	35,533	-	-

CITY OF LOWELL
 STORMWATER SDC FUND REQUIREMENTS
 JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
445-490-6128 OTHER CONTRACT SERVICES	-	-	-	-	2,000		
SUBTOTAL MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY							
445-700-8560 STORMWATER IMPROVEMENTS	-	-	-	-	-		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS							
445-900-9145 TRANSFER TO STORMWATER FUND	-	-	-	-			
SUBTOTAL INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED FOR FUTURE EXPENDITURE							
445-900-9896 RESERVED FOR FUTURE USE - STORMWATER	-	-	-	-	33,533		
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE	-	-	-	-	33,533	-	-
TOTAL REQUIREMENTS - STORMWATER SDC FUN	-	-	-	-	35,533	-	-

CITY OF LOWELL
PARKS SDC FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	-	-	-	-	-	-	-
REVENUES	-	-	-	-	15,171	-	-
INTERFUND TRANSFERS	-	-	-	-	39,627	-	-
TOTAL RESOURCES	-	-	-	-	54,798	-	-
REQUIREMENTS							
MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED	-	-	-	-	52,798	-	-
TOTAL REQUIREMENTS	-	-	-	-	54,798	-	-

CITY OF LOWELL
PARKS SDC FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
410-000-3100 BEGINNING CASH	-	-	-	-			
SUBTOTAL FUND BALANCE	-	-	-	-	-	-	-
REVENUES							
410-315-4125 INTEREST	-	-	-	-	1,011		
410-345-4510 PARKS IMPROVEMENT SDC	-	-	-	-	14,160		
SUBTOTAL REVENUES	-	-	-	-	15,171	-	-
INTERFUND TRANSFERS							
410-390-4917 TRANSFER FROM SDC FUND	-	-	-	-	39,627		
	-	-	-	-	39,627	-	-
TOTAL RESOURCES - PARKS SDC FUND	-	-	-	-	54,798	-	-

CITY OF LOWELL
PARKS SDC FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
410-490-6128 OTHER CONTRACT SERVICES	-	-	-	-	2,000		
SUBTOTAL MATERIALS AND SERVICES	-	-	-	-	2,000	-	-
CAPITAL OUTLAY							
410-700-8520 PARKS IMPROVEMENTS	-	-	-	-	-		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS							
410-900-9110 TRANSFER TO GENERAL FUND	-	-	-	-			
SUBTOTAL INTERFUND TRANSFERS	-	-	-	-	-	-	-
RESERVED FOR FUTURE EXPENDITURE							
410-900-9895 RESERVED FOR FUTURE USE - PARKS	-	-	-	-	52,798		
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE	-	-	-	-	52,798	-	-
TOTAL REQUIREMENTS - PARKS SDC FUND	-	-	-	-	54,798	-	-

CITY OF LOWELL
EQUIPMENT FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	28,888	30,188	31,995	17,195	43,579	-	-
REVENUES	-	-	300	16,384	-	-	-
INTERFUND TRANSFERS	5,000	6,000	10,000	10,000	10,000	-	-
TOTAL RESOURCES	33,888	36,188	42,295	43,579	53,579	-	-
REQUIREMENTS							
CAPITAL OUTLAY	3,700	18,993	40,995	-	53,579	-	-
TOTAL REQUIREMENTS	3,700	18,993	40,995	-	53,579	-	-

CITY OF LOWELL
EQUIPMENT FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
550-000-3100 BEGINNING CASH	28,888	30,188	31,995	17,195	43,579		
SUBTOTAL FUND BALANCE	28,888	30,188	31,995	17,195	43,579	-	-
REVENUES							
550-315-4125 INTEREST EARNED	-	-	300	-	-		
550-370-4849 CAPITAL ASSET DISPOSAL	-	-	-	16,384	-		
SUBTOTAL REVENUES	-	-	300	16,384	-	-	-
INTERFUND TRANSFERS							
550-390-4910 TRANSFER FROM GENERAL FUND	1,000	1,000	2,000	2,000	2,000		
550-390-4912 TRANSFER FROM STREET FUND	3,000	3,000	4,000	4,000	4,000		
550-390-4930 TRANSFER FROM WATER FUND	1,000	1,000	2,000	2,000	2,000		
550-390-4940 TRANSFER FROM SEWER FUND	-	1,000	2,000	2,000	2,000		
SUBTOTAL INTERFUND TRANSFERS	5,000	6,000	10,000	10,000	10,000	-	-
TOTAL RESOURCES - EQUIPMENT FUND	33,888	36,188	42,295	43,579	53,579	-	-

EQUIPMENT

The Equipment Fund receives annual transfers from the General Fund (\$2,000), Street Fund (\$4,000), Water Fund (\$2,000), and Sewer Fund (\$2,000) for the purchase of shared vehicles and equipment. The annual contribution has been calculated to ensure that capital equipment is replaced prior to the need for major costly repairs.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	3,700	18,993	40,995	-	53,579
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	3,700	18,993	40,995	-	53,579

- Capital Outlay – The budget includes \$28,000 for the purchase of a pickup truck to replace the 2002 Ford F-150. Staff recommends the purchase of a four-door truck, so that Public Works has one fleet vehicle with additional seating and storage.
- Additional budget authority is provided to respond to an unanticipated equipment failure.

CITY OF LOWELL
EQUIPMENT FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
EQUIPMENT							
CAPITAL OUTLAY							
550-700-8425 CAPITAL OUTLAY - VEHICLES AND EQUIPMENT	3,700	18,993	40,995	-	53,579		
SUBTOTAL CAPITAL OUTLAY	3,700	18,993	40,995	-	53,579	-	-
TOTAL REQUIREMENTS - EQUIPMENT FUND	3,700	18,993	40,995	-	53,579	-	-

CITY OF LOWELL
BLACKBERRY JAM FESTIVAL FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	18,094	17,763	16,372	21,526	17,051	-	-
REVENUES	20,978	22,199	14,844	21,803	21,410	-	-
TOTAL RESOURCES	39,072	39,962	31,216	43,329	38,461	-	-
REQUIREMENTS							
MATERIALS AND SERVICES	21,309	18,436	24,771	26,277	23,790	-	-
TRANSFERS OUT	-	-	-	-	-	-	-
CONTINGENCY	-	-	4,939	-	14,671	-	-
TOTAL REQUIREMENTS	21,309	18,436	29,710	26,277	38,461	-	-

CITY OF LOWELL
BLACKBERRY JAM FESTIVAL FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
314-000-3100 BEGINNING CASH	18,094	17,763	16,372	21,526	17,051		
SUBTOTAL FUND BALANCE	18,094	17,763	16,372	21,526	17,051	-	-
REVENUES							
314-315-4125 INTEREST EARNED	9	12	10	12	10		
314-380-4852 MISCELLANEOUS REVENUE	-	-	-	-	500		
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	-	-	-	1,890	3,000		
314-380-4862 FOOD BOOTH SALES	-	-	-	460	800		
314-380-4864 JAM SALES	-	-	-	520	1,000		
314-380-4866 QUILT SHOW	-	-	-	2,101	4,000		
314-380-4868 PROGRAM AD SALES	-	-	-	1,200	2,700		
314-380-4870 SPONSORSHIP REVENUE	-	-	-	1,000	2,250		
314-380-4876 5K RACE REVENUE	-	-	-	500	1,100		
314-380-4878 CAR SHOW REVENUE	-	-	-	1,750	4,000		
314-380-4880 FISHING DERBY REVENUE	-	-	-	150	350		
314-380-4882 HORSESHOE TOURNEY REVENUE	-	-	-	50	100		
314-380-4884 KIDZ KORNER REVENUE	-	-	-	500	1,000		
314-380-4886 PIE EATING CONTEST REVENUE	-	-	-	100	200		
314-380-4888 RC FLYERS REVENUE	-	-	-	200	400		
314-380-4889 BBJ FESTIVAL REVENUE	20,969	22,187	14,834	11,370	-		
SUBTOTAL REVENUES	20,978	22,199	14,844	21,803	21,410	-	-
TOTAL RESOURCES - BLACKBERRY JAM FESTIVAL	39,072	39,962	31,216	43,329	38,461	-	-

BLACKBERRY JAM FESTIVAL

The Blackberry Jam Festival is a family-friendly festival held each year the last full weekend in July. The purpose of the event is to provide exposure to Lowell’s many recreational opportunities and community spirit, a marketplace for local crafters and food vendors, a venue for local non-profit fundraising activities, and to increase tourism in the City of Lowell, surrounding communities, and Lane County.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	21,309	18,436	26,277	26,277	23,790
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	4,939	-	14,671
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	21,309	18,436	31,216	26,277	38,461

2017-18 Accomplishments

- Increased number of commercial and craft vendors.
- Ended the festival year with a positive cash balance.
- Received positive feedback on the annual vendor survey.

2018-19 Work Plan

- Establish a proactive volunteer recruitment and retention program.
- Conduct a review of events and identify areas that may be improved.
- Discuss potential improvements to the facilities or equipment at Rolling Rock Park and consider a donation of in-kind services or funding.
- Engage and collaborate with vendors to improve their overall experience and measure the results with an annual vendor survey.
- Effectively manage the event to conclude the festival year with an operating surplus and positive cash balance.

CITY OF LOWELL
BLACKBERRY JAM FESTIVAL FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
BLACKBERRY JAM FESTIVAL							
MATERIALS AND SERVICES							
314-490-6614 MATERIALS AND SERVICES	21,309	18,436	26,277	20,683	-		
314-490-6118 POLICE SERVICES	-	-	-	-	1,500		
314-490-6122 IT SERVICES	-	-	-	58	450		
314-490-6226 POSTAGE	-	-	-	25	50		
314-490-6290 MISCELLANEOUS	-	-	-	170	1,850		
314-490-6440 TELEPHONE SERVICES	-	-	-	-	-		
314-490-6445 REFUSE SERVICES	-	-	-	-	90		
314-490-6605 RENT	-	-	-	210	500		
314-490-6860 ADVERTISEMENT	-	-	-	482	1,400		
314-490-6862 CRAFT/COMMERCIAL BOOTH	-	-	-	614	750		
314-490-6864 FOOD BOOTH	-	-	-	-	-		
314-490-6868 PROGRAMS	-	-	-	-	1,200		
314-490-6870 JAM SALES	-	-	-	1,000	1,000		
314-490-6871 QUILT SHOW	-	-	-	100	4,000		
314-490-6876 5K RACE	-	-	-	585	1,100		
314-490-6878 CAR SHOW	-	-	-	2,000	4,000		
314-490-6880 FISHING DERBY	-	-	-	-	350		
314-490-6882 HORSESHOE TOURNEY	-	-	-	-	100		
314-490-6884 KIDZ KORNER	-	-	-	250	1,000		
314-490-6886 PIE EATING CONTEST	-	-	-	100	200		
314-490-6888 RC FLYERS	-	-	-	-	400		
314-490-6889 ENTERTAINMENT	-	-	-	-	3,850		
SUBTOTAL MATERIALS AND SERVICES	21,309	18,436	26,277	26,277	23,790	-	-
TOTAL - BLACKBERRY JAM FESTIVAL	21,309	18,436	26,277	26,277	23,790	-	-

CITY OF LOWELL
 BLACKBERRY JAM FESTIVAL FUND REQUIREMENTS
 JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
INTERFUND TRANSFERS							
314-900-9110 TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-
SUBTOTAL TRANSFERS	-	-	-	-	-	-	-
CONTINGENCY							
314-900-9590 OPERATING CONTINGENCY	-	-	4,939	-	14,671	-	-
SUBTOTAL CONTINGENCY	-	-	4,939	-	14,671	-	-
TOTAL - NONDEPARTMENTAL	-	-	4,939	-	14,671	-	-
TOTAL REQUIREMENTS - BLACKBERRY JAM FESTI	21,309	18,436	31,216	26,277	38,461	-	-

CITY OF LOWELL
DEBT RESERVE FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	162,106	106,980	52,154	51,854	28,395	-	-
REVENUES	-	-	300	-	-	-	-
INTERFUND TRANSFERS	-	-	180,493	-	-	-	-
TOTAL RESOURCES	162,106	106,980	232,947	51,854	28,395	-	-
REQUIREMENTS							
INTERFUND TRANSFERS	55,126	55,126	55,126	23,459	15,745	-	-
RESERVED FOR FUTURE EXPENDITURE	106,980	51,854	177,821	28,395	12,650	-	-
TOTAL REQUIREMENTS	162,106	106,980	232,947	51,854	28,395	-	-

CITY OF LOWELL
DEBT RESERVE FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
555-000-3100 BEGINNING CASH	162,106	106,980	52,154	51,854	28,395		
SUBTOTAL FUND BALANCE	162,106	106,980	52,154	51,854	28,395	-	-
REVENUES							
555-315-4125 INTEREST EARNED	-	-	300	-	-		
SUBTOTAL REVENUES	-	-	300	-	-	-	-
INTERFUND TRANSFERS							
555-390-4917 TRANSFER FROM SDC FUND	-	-	180,493	-	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	180,493	-	-	-	-
TOTAL RESOURCES - DEBT RESERVE FUND	162,106	106,980	232,947	51,854	28,395	-	-

DEBT RESERVE

The Debt Reserve Fund was established to account for reserves to cover future water and sewer debt payments on two debt issues, USDA 91-02 (Water Fund) and USDA 92-05 (Sewer Fund). Reserves for the water debt were exhausted in FY 2017-18. The reserve for the sewer debt will be exhausted in FY 2019-20.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	55,126	55,126	55,126	23,459	15,745
CONTINGENCY	-	-	-	-	-
RESERVED	106,980	51,854	177,821	28,395	12,650
TOTAL REQUIREMENTS	162,106	106,980	232,947	51,854	28,395

- Interfund Transfers – This account transfers funds to the Water and Sewer funds for their annual debt payments.
- Reserved – Funds are held in reserve to cover future debt payments in the Water and Sewer Funds.

CITY OF LOWELL
DEBT RESERVE FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
INTERFUND TRANSFERS							
555-900-9130 TRANSFER TO WATER FUND	39,381	39,381	39,381	7,714	-		
555-900-9140 TRANSFER TO SEWER FUND	15,745	15,745	15,745	15,745	15,745		
SUBTOTAL INTERFUND TRANSFERS	55,126	55,126	55,126	23,459	15,745	-	-
RESERVED FOR FUTURE EXPENDITURE							
555-900-9893 RESERVED FOR FUTURE USE - WATER	47,095	7,714	149,120	-	-		
555-900-9897 RESERVED FOR FUTURE USE - SEWER	59,885	44,140	28,701	28,395	12,650		
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE	106,980	51,854	177,821	28,395	12,650	-	-
TOTAL - NONDEPARTMENTAL	162,106	106,980	232,947	51,854	28,395	-	-
TOTAL REQUIREMENTS - DEBT RESERVE FUND	162,106	106,980	232,947	51,854	28,395	-	-

CITY OF LOWELL
WATER RESERVE FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	3,938	7,876	11,814	11,814	15,752	-	-
REVENUES	-	-	-	-	-	-	-
INTERFUND TRANSFERS	3,938	3,938	3,938	3,938	3,938	-	-
TOTAL RESOURCES	7,876	11,814	15,752	15,752	19,690	-	-
REQUIREMENTS							
RESERVED	7,876	11,814	15,752	15,752	19,690	-	-
TOTAL REQUIREMENTS	7,876	11,814	15,752	15,752	19,690	-	-

CITY OF LOWELL
 WATER RESERVE FUND RESOURCES
 JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
520-000-3100 BEGINNING CASH	3,938	7,876	11,814	11,814	15,752		
SUBTOTAL FUND BALANCE	3,938	7,876	11,814	11,814	15,752	-	-
INTERFUND TRANSFERS							
520-390-4930 TRANSFER FROM WATER FUND	3,938	3,938	3,938	3,938	3,938		
SUBTOTAL INTERFUND TRANSFERS	3,938	3,938	3,938	3,938	3,938	-	-
TOTAL RESOURCES - WATER RESERVE FUND	7,876	11,814	15,752	15,752	19,690	-	-

WATER RESERVE

The Water Reserve Fund was established in accordance with USDA Loan Agreement 91-03. The City is required to reserve \$3,938 each year for 10 years until one full debt payment of \$39,381 is held in reserve.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	7,876	11,814	15,752	15,752	19,690
TOTAL REQUIREMENTS	7,876	11,814	15,752	15,752	19,690

CITY OF LOWELL
WATER RESERVE FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
RESERVED FOR FUTURE EXPENDITURE							
520-900-9892 BOND PAYMENT RESERVE	7,876	11,814	15,752	15,752	19,690		
SUBTOTAL RESERVED FOR FUTURE EXPENDITURE	7,876	11,814	15,752	15,752	19,690	-	-
TOTAL - NONDEPARTMENTAL	7,876	11,814	15,752	15,752	19,690	-	-
TOTAL REQUIREMENTS - WATER RESERVE FUND	7,876	11,814	15,752	15,752	19,690	-	-

CITY OF LOWELL
SEWER RESERVE FUND SUMMARY, BY OBJECT
JULY 1, 2017 - JUNE 30, 2018

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	1,945	3,520	6,670	5,095	6,670	-	-
REVENUES	-	-	-	-	-	-	-
INTERFUND TRANSFERS	1,575	1,575	1,575	1,575	1,575	-	-
TOTAL RESOURCES	3,520	5,095	8,245	6,670	8,245	-	-
REQUIREMENTS							
RESERVED	3,520	5,095	8,245	6,670	8,245	-	-
TOTAL REQUIREMENTS	3,520	5,095	8,245	6,670	8,245	-	-

CITY OF LOWELL
SEWER RESERVE FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
521-000-3100 BEGINNING CASH	1,945	3,520	6,670	5,095	6,670		
SUBTOTAL FUND BALANCE	1,945	3,520	6,670	5,095	6,670	-	-
TRANSFERS							
521-390-4940 TRANSFER FROM SEWER FUND	1,575	1,575	1,575	1,575	1,575		
SUBTOTAL TRANSFERS	1,575	1,575	1,575	1,575	1,575	-	-
TOTAL RESOURCES - SEWER RESERVE FUND	3,520	5,095	8,245	6,670	8,245	-	-

SEWER RESERVE

The Sewer Reserve Fund was established in accordance with USDA Loan Agreement 92-05. The City is required to reserve \$1,575 each year for 10 years until one full debt payment of \$15,745 is held in reserve.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	BUDGET 2017-18	ESTIMATED 2017-18	PROPOSED 2018-19
PERSONNEL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	3,520	5,095	8,245	6,670	8,245
TOTAL REQUIREMENTS	3,520	5,095	8,245	6,670	8,245

CITY OF LOWELL
SEWER RESERVE FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
RESERVED FOR FUTURE EXPENDITURE							
521-900-9892 BOND PAYMENT RESERVE	3,520	5,095	8,245	6,670	8,245		
SUBTOTAL RESERVES	3,520	5,095	8,245	6,670	8,245	-	-
TOTAL REQUIREMENTS - SEWER RESERVE FUND	3,520	5,095	8,245	6,670	8,245	-	-

CITY OF LOWELL
APPROPRIATION SUMMARY
JULY 1, 2018 - JUNE 30, 2019

GENERAL FUND	
ADMINISTRATION	150,306
PARKS AND RECREATION	137,095
POLICE	29,106
COMMUNITY DEVELOPMENT	100,194
LIBRARY	7,679
CODE ENFORCEMENT	14,560
TOURISM	12,850
MUNICIPAL COURT	13,682
NON-DEPARTMENTAL	
INTERFUND TRANSFERS	2,000
CONTINGENCY	75,686
TOTAL	543,157

SDC FUND	
INTERFUND TRANSFERS	411,247
TOTAL	411,247

WATER SDC FUND	
MATERIALS & SERVICES	2,000
TOTAL	2,000

SEWER SDC FUND	
MATERIALS & SERVICES	2,000
TOTAL	2,000

STORMWATER SDC FUND	
MATERIALS & SERVICES	2,000
TOTAL	2,000

TRANSPORTATION SDC FUND	
MATERIALS & SERVICES	2,000
TOTAL	2,000

PARKS SDC FUND	
MATERIALS & SERVICES	2,000
TOTAL	2,000

WATER FUND	
WATER	311,426
DEBT SERVICE	64,083
INTERFUND TRANSFERS	5,938
CONTINGENCY	70,732
TOTAL	452,179

SEWER FUND	
SEWER	316,664
DEBT SERVICE	51,910
INTERFUND TRANSFERS	3,575
CONTINGENCY	103,805
TOTAL	475,954

BBJ FESTIVAL FUND	
BBJ FESTIVAL	23,790
CONTINGENCY	14,671
TOTAL	38,461

STREET FUND	
STREET	175,915
TRANSFERS	4,000
CONTINGENCY	19,195
TOTAL	199,110

DEBT RESERVE FUND	
INTERFUND TRANSFERS	15,745
TOTAL	15,745

EQUIPMENT FUND	
CAPITAL OUTLAY	53,579
TOTAL	53,579

APPROPRIATIONS BY DEPARTMENT OR PROGRAM	1,293,266
APPROPRIATIONS NOT ALLOCATED BY DEPARTMENT OR PROGRAM	906,166
TOTAL APPROPRIATIONS	2,199,432
UNAPPROPRIATED AND RESERVE AMOUNTS	560,135
TOTAL PROPOSED BUDGET	2,759,567

**CITY OF LOWELL
SCHEDULE OF TRANSFERS
JULY 1, 2018 - JUNE 30, 2019**

TRANSFER FROM	TRANSFER TO	AMOUNT
GENERAL FUND	EQUIPMENT FUND	2,000
STREET FUND	EQUIPMENT FUND	4,000
SDC FUND	WATER SDC FUND	203,746
SDC FUND	SEWER SDC FUND	117,962
SDC FUND	STORMWATER SDC FUND	25,665
SDC FUND	TRANSPORTATION SDC FUND	24,247
SDC FUND	PARKS SDC FUND	39,627
WATER FUND	EQUIPMENT FUND	2,000
WATER FUND	WATER RESERVE FUND	3,938
SEWER FUND	EQUIPMENT FUND	1,575
SEWER FUND	SEWER RESERVE FUND	2,000
DEBT RESERVE FUND	SEWER FUND	15,745

CITY OF LOWELL
ANNUAL DEBT SERVICE SCHEDULE, BY PAYMENT SOURCE
JULY 1, 2018 - JUNE 30, 2019

AGENCY	WATER FUND				SEWER FUND				TOTAL
	IFA S00006	IFA J05001	USDA 91-03	SUBTOTAL	IFA G02002	IFA J05001	USDA 92-05	SUBTOTAL	
LOAN AMOUNT	223,000	100,000	948,000	1,271,000	425,000	100,000	379,000	904,000	2,175,000
2018-19	17,277	7,423	39,380	64,080	28,742	7,423	15,744	51,908	115,988
2019-20	17,277	7,423	39,380	64,080	28,066	7,423	15,744	51,232	115,312
2020-21	17,277	7,423	39,380	64,080	27,377	7,423	15,744	50,543	114,623
2021-22		7,423	39,380	46,803	26,671	7,423	15,744	49,837	96,640
2022-23		7,423	39,380	46,803	30,959	7,423	15,744	54,125	100,928
2023-24		7,423	39,380	46,803	26,671	7,423	15,744	49,837	96,640
2024-25		7,423	39,380	46,803	30,959	7,423	15,744	54,125	100,928
2025-26		7,423	39,380	46,803	28,109	7,423	15,744	51,276	98,078
2026-27		7,423	39,380	46,803	27,159	7,423	15,744	50,325	97,128
2027-28		7,423	39,380	46,803	31,208	7,423	15,744	54,375	101,177
2028-29		7,423	39,380	46,803		7,423	15,744	23,167	69,969
2029-30		7,352	39,380	46,732		7,352	15,744	23,096	69,828
2020-31			39,380	39,380			15,744	15,744	55,124
2031-32			39,380	39,380			15,744	15,744	55,124
2032-33			39,380	39,380			15,744	15,744	55,124
2033-34			39,380	39,380			15,744	15,744	55,124
2034-35			39,380	39,380			15,744	15,744	55,124
2035-36			39,380	39,380			15,744	15,744	55,124
2036-37			39,380	39,380			15,744	15,744	55,124
2037-38			39,380	39,380			15,744	15,744	55,124
2038-39			39,380	39,380			15,744	15,744	55,124
2039-40			39,380	39,380			15,744	15,744	55,124
2040-41			39,380	39,380			15,744	15,744	55,124
2041-42			39,380	39,380			15,744	15,744	55,124
2042-43			39,380	39,380			15,744	15,744	55,124
2043-44			39,380	39,380			15,744	15,744	55,124
2044-45			39,380	39,380			15,744	15,744	55,124
2045-46			39,380	39,380			15,744	15,744	55,124
2046-47			39,380	39,380			15,744	15,744	55,124
2047-48			39,380	39,380			15,744	15,744	55,124

CITY OF LOWELL
ANNUAL DEBT SERVICE SCHEDULE, BY PAYMENT SOURCE
JULY 1, 2018 - JUNE 30, 2019

AGENCY	WATER FUND				SEWER FUND				TOTAL
	IFA S00006	IFA J05001	USDA 91-03	SUBTOTAL	IFA G02002	IFA J05001	USDA 92-05	SUBTOTAL	
LOAN AMOUNT	223,000	100,000	948,000	1,271,000	425,000	100,000	379,000	904,000	2,175,000
2048-49			39,380	39,380			15,744	15,744	55,124
2049-50			39,380	39,380			15,744	15,744	55,124
2050-51			39,380	39,380			15,744	15,744	55,124
2051-52			38,801	38,801			15,491	15,491	54,292
TOTAL	562,203	278,070	2,522,621	3,362,894	1,137,621	278,070	1,008,507	2,424,198	5,787,092

CITY OF LOWELL
UTILITY DEPOSIT FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	31,861	28,376	-	-	-	-	-
REVENUES	-	-	-	-	-	-	-
TOTAL RESOURCES	31,861	28,376	-	-	-	-	-
REQUIREMENTS							
MATERIALS AND SERVICES	3,484	-	-	-	-	-	-
TRANSFERS OUT	-	28,376	-	-	-	-	-
TOTAL REQUIREMENTS	3,484	28,376	-	-	-	-	-

CITY OF LOWELL
 UTILITY DEPOSIT FUND RESOURCES
 JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
045-000-3000 FUND BALANCE							
045-000-3100 BEGINNING CASH	31,861	28,376	-	-	-	-	-
SUBTOTAL FUND BALANCE	31,861	28,376	-	-	-	-	-
REVENUES							
UTILITY DEPOSITS	-	-	-	-	-	-	-
SUBTOTAL REVENUES	-	-	-	-	-	-	-
TOTAL - UTILITY DEPOSIT FUND	31,861	28,376	-	-	-	-	-

CITY OF LOWELL
 UTILITY DEPOSIT FUND REQUIREMENTS
 JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
045-800-0000 NONDEPARTMENTAL							
045-800-9000 INTERFUND TRANSFERS							
045-800-9030 TRANSFER TO WATER FUND	-	28,376	-	-			
SUBTOTAL INTERFUND TRANSFERS	-	28,376	-	-	-	-	-
TOTAL - NONDEPARTMENTAL	-	28,376	-	-	-	-	-
TOTAL REQUIREMENTS - UTILITY DEPOSIT FUND	3,485	28,376	-	-	-	-	-

CITY OF LOWELL
PERSONNEL LIABILITIES FUND SUMMARY, BY OBJECT
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16	2016-17	2017-18	2017-18	2018-19		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
RESOURCES							
BEGINNING CASH	19,368	23,968	-	-	-	-	-
REVENUES	-	-	-	-	-	-	-
INTERFUND TRANSFERS	4,600	-	-	-	-	-	-
TOTAL RESOURCES	23,968	23,968	-	-	-	-	-
REQUIREMENTS							
MATERIALS AND SERVICES	-	-	-	-	-	-	-
INTERFUND TRANSFERS	-	23,968	-	-	-	-	-
TOTAL REQUIREMENTS	-	23,968	-	-	-	-	-

CITY OF LOWELL
PERSONNEL LIABILITIES FUND RESOURCES
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
016-000-3000 FUND BALANCE							
016-000-3100 BEGINNING CASH	19,368	23,968	-	-	-	-	-
SUBTOTAL FUND BALANCE	19,368	23,968	-	-	-	-	-
016-025-4900 INTERFUND TRANSFERS							
016-025-4910 TRANSFER FROM GENERAL FUND	2,000	-	-	-	-	-	-
016-025-4912 TRANSFER FROM STREET FUND	600	-	-	-	-	-	-
016-025-4930 TRANSFER FROM WATER FUND	2,000	-	-	-	-	-	-
SUBTOTAL INTERFUND TRANSFERS	4,600	-	-	-	-	-	-
TOTAL - PERSONNEL LIABILITIES FUND	23,968	23,968	-	-	-	-	-

CITY OF LOWELL
PERSONNEL LIABILITIES FUND REQUIREMENTS
JULY 1, 2018 - JUNE 30, 2019

DESCRIPTION	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATED	2018-19		
					PROPOSED	APPROVED	ADOPTED
016-800-0000 NONDEPARTMENTAL							
016-800-9000 INTERFUND TRANSFERS							
016-800-9010 TRANSFER TO GENERAL FUND	-	10,421	-	-	-	-	-
016-800-9012 TRANSFER TO STREET FUND	-	3,126	-	-	-	-	-
016-800-9030 TRANSFER TO WATER FUND	-	10,421	-	-	-	-	-
SUBTOTAL INTERFUND TRANSFERS	-	23,968	-	-	-	-	-
TOTAL - NONDEPARTMENTAL	-	23,968	-	-	-	-	-
TOTAL REQUIREMENTS- PERSONNEL LIABILITIES	-	23,968	-	-	-	-	-

CIP Project Request Form**2019****Title:** Rolling Rock Park Irrigation System**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Parks & Recreation</u>	Original CIP Year	<u>2018</u>

Description:

Rolling Rock Park is a community park of 1.41 acres located in downtown Lowell. The park currently hosts the Annual Blackberry Jam Festival, and Dexter Lake Farmers and Craft Market from June - September. Currently, staff performs minimal turf maintenance, mowing and trimming, and does not water, seed, fertilize, or weed the turf. This project would install an irrigation system covering the entire park.

Justification:

Installation of an irrigation system will allow for additional turf maintenance and beautify the property for the enjoyment of residents and visitors. This is particularly important as the City continues to expand and attract additional events to downtown Lowell and Rolling Rock Park.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>14,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>7,000</u>
Contingency	<u>4,200</u>
Other	<u>-</u>
Total:	\$ <u>25,200</u>

Funding Sources:

General Fund	<u>25,200</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>25,200</u>

CIP Project Request Form**2019****Title:** Paul Fisher Park Irrigation System Repair**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Parks & Recreation</u>	Original CIP Year	<u>2018</u>

Description:

Paul Fisher Park is a 1.33 acre neighborhood park located at North Moss Street and East Third Street. The existing irrigation system was installed in the early 1990s. Unfortunately, the system was never connected to the existing well or City water. In 2016, Public Works staff tested the system using the on-site fire hydrant. Six (6) of eight (8) zones were operable. This project would make the necessary repairs to the inoperable zones, connect the system to the well, install a well pump and irrigation system controller.

Justification:

Completion of the project will provide irrigation to Paul Fisher Park and also allow for additional investment (fertilizer, weeding, etc.) in the maintenance of the turf.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>9,333</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>3,000</u>
Contingency	<u>2,467</u>
Other	<u>-</u>
Total:	\$ <u>14,800</u>

Funding Sources:

General Fund	<u>14,800</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>14,800</u>

CIP Project Request Form**2019****Title:** Vehicle Replacement**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Equipment</u>	Original CIP Year	<u>2019</u>

Description:

Staff has prepared a vehicle replacement plan. This plan uses a ten year replacement schedule for vehicles, which requires contributions to the Equipment Replacement Fund of approximately \$6,600 per year. This project replaces the 2002 Ford F-150.

Justification:

By 2019, the Ford F-150 will be 17 years old. The truck has been repaired several times in the past two years and needs to be replaced to avoid additional costly repairs.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>28,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 28,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>28,000</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 28,000</u>

Title: Automated Meter Reading System (Phase 2 of 5)

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Water</u>	Original CIP Year	<u>2019</u>

Description:

This project will implement an automated, radio read water meter system which would allow Public Works staff to read meters remotely with a handheld unit. New meters would be read from the street by conducting a single pass through the neighborhood. Meters that have not been upgraded would be entered into the handheld unit. All readings would then be uploaded to our Utility Billing system, eliminating all manual meter reading entries.

The City maintains 426 water meters. Of these, 22 have been replaced since 2006 with digital, radio-read capable meters; these meters will need to be retrofitted with a digital register and radio. An additional 404 meters will be replaced and fitted with electronic registers and radios.

Justification:

This project aims to address two issues:

1. The City has an aging stock of water meters. Approximately 75% of meters are over 30 years old or the age is unknown. Meters greater than 30 years old only measure approximately 80% of water consumption, whereas new meters capture over 99%.
2. The project will save a considerable amount of staff time. Currently, it takes approximately 24 hours for staff to read meters, and an additional 5 hours to manually enter readings into the utility billing system. During Phase 1 of implementation all new meters would be automatically read with one pass, existing meters entered into the handheld unit, and data entry would be automated.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>28,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>28,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>28,000</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>28,000</u>

Title: Chemical Feed System and Online Analyzer

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2019</u>

Description:

This system will analyze residual chlorine and adjust chemical feed pumps to maintain a constant residual needed for disinfection.

Justification:

The high rainfall during the winter months causes significant inflow and infiltration, which significantly increases flows into the sewer treatment plant. Staff closely monitors the chlorine residual levels to ensure the plant meets NPDES permit limits. This system will adjust the chemical feed pumps to the current flows, reducing the risk of permit violations.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>2,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>6,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>8,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>8,000</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>8,000</u>

CIP Project Request Form**2019****Title:** Sewer Inspection Camera**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2019</u>

Description:

Sewer inspection camera with 200 feet of line.

Justification:

This will aid Public Works staff in inspection of sewer lines for infow and infiltration. Also, will help monitor the condition of deteriorating lines in the collection system. Currently, staff does not have the tools to perform these tasks.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>8,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>8,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>8,000</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>8,000</u>

CIP Project Request Form**2019****Title:** Paul Fisher Park Improvements**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Parks & Recreation</u>	Original CIP Year	<u>2019</u>

Description:

In 2016, the City contracted with a landscape architect to work with the Parks and Recreation Committee to develop a master plan for Paul Fisher Park. The contractor developed two concept plans with input from the Committee. Subsequently, a community meeting was held to solicit public comment. The input received from the meeting was incorporated into a new draft of the master plan, which was reviewed and recommended to the City Council.

The master plan includes a basketball court, horseshoe pits, two shelters, two shade structures, enlarged playground area, sidewalks, two parking areas, security cameras and new landscaping.

Justification:

The amenities included in the master plan were drawn from the 2007 Parks & Open Space Master Plan, Parks and Recreation Committee meetings, and through the community meeting. These improvements will provide new activities for youth, space for neighborhood gatherings, playground safety improvements, and parking improvements.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>365,533</u>
Planning	<u>3,839</u>
Design/Engineering	<u>62,267</u>
Equipment	<u>-</u>
Contingency	<u>31,464</u>
Other	<u>-</u>
Total:	<u>\$ 463,103</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>92,621</u>
Grant	<u>370,482</u>
Other	<u>-</u>
Total:	<u>\$ 463,103</u>

CIP Project Request Form**2020****Title:** Everly Street Drainage Improvements**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>2019</u>

Description:

Installation of curb inlets and piping to connect to the existing storm drainage system on Loftus Avenue or the 36" pipe within Moss Street. The preferred route will depend on the size and condition of piping within Loftus Avenue and the condition of the piping within Moss Street.

Justification:

At the intersection of Everly Street and East Main Street there is an existing low point which does not drain and causes large puddles within the roadway. The water becomes several inches deep and is in an area with curbs and sidewalk.

Project Costs:

Administration	<u>3,006</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>83,505</u>
Planning	<u>-</u>
Design/Engineering	<u>20,041</u>
Equipment	<u>-</u>
Contingency	<u>16,700</u>
Other	<u>-</u>
Total:	\$ <u>123,252</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>0</u>
Total:	\$ <u>-</u>

CIP Project Request Form**2020****Title:** Automated Meter Reading System (Phase 3 of 5)**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Water Distribution</u>	Original CIP Year	<u>2020</u>

Description:

This project will implement an automated, radio read water meter system which would allow Public Works staff to read meters remotely with a handheld unit. New meters would be read from the street by conducting a single pass through the neighborhood. Meters that have not been upgraded would be entered into the handheld unit. All readings would then be uploaded to our Utility Billing system, eliminating all manual meter reading entries.

The City maintains 426 water meters. Of these, 22 have been replaced since 2006 with digital, radio-read capable meters; these meters will need to be retrofitted with a digital register and radio. An additional 404 meters will be replaced and fitted with electronic registers and radios.

Justification:

This project aims to address two issues:

1. The City has an aging stock of water meters. Approximately 75% of meters are over 30 years old or the age is unknown. Meters greater than 30 years old only measure approximately 80% of water consumption, whereas new meters capture over 99%.
2. The project will save a considerable amount of staff time. Currently, it takes approximately 24 hours for staff to read meters, and an additional 5 hours to manually enter readings into the Utility Billing system. During Phase 1 of implementation all new meters would be automatically read with one pass, existing meters entered into the handheld unit, and data entry would be automated.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>28,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>28,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>28,000</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>28,000</u>

CIP Project Request Form**2021****Title:** Sidewalk Improvements**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Streets</u>	Original CIP Year	<u>2020</u>

Description:

Installation of sidewalks on the north side of Main Street from Moss Street to Alder Street, west side of Pioneer Street from North Shore to 3rd Street, north side of 2nd Street from Hyland Lane to Moss Street, north side of 4th Street from Hyland to Moss Street, both sides of Pioneer Street from 3rd to 4th Street, and the south side of 3rd Street from Hyland Lane to Moss Street.

Justification:

These sidewalk projects were identified and prioritized in the 2001 Sidewalk Capital Improvement Plan. Projects have been combined to increase interest in the project and receive more competitive bids.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>174,122</u>
Planning	<u>-</u>
Design/Engineering	<u>29,811</u>
Equipment	<u>-</u>
Contingency	<u>10,196</u>
Other	<u>-</u>
Total:	\$ <u>214,129</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>53,532</u>
Other	<u>-</u>
Total:	\$ <u>53,532</u>

CIP Project Request Form**2021****Title:** Vehicle Replacement**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Equipment</u>	Original CIP Year	<u>2021</u>

Description:

Staff has prepared a vehicle replacement plan. This plan uses a ten year replacement schedule for vehicles, which requires contributions to the Equipment Replacement Fund of approximately \$6,600 per year. This item is to replace the 2002 Ford F-150.

Justification:

By 2021, the Ford F-150 will be 19 years old. The vehicle will need to be replaced to avoid costly repairs.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>22,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>22,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>22,000</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>22,000</u>

CIP Project Request Form**2022****Title:** Western Drainage Improvements**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>2021</u>

Description:

The project includes the acquisition of easements and/or open space along the western drainage creek that flows through Lowell State Park into Dexter Lake.

Justification:

Portions of the drainageway come within 20' of existing homes, providing little protection from flooding. As easements and/or open space are obtained, consideration should be given to relocating the drainage away from existing homes where applicable.

Project Costs:

Administration	<u>4,073</u>
Legal	<u>-</u>
Right-of-Way	<u>43,045</u>
Construction	<u>113,148</u>
Planning	<u>18,448</u>
Design/Engineering	<u>27,155</u>
Equipment	<u>-</u>
Contingency	<u>22,629</u>
Other	<u>-</u>
Total:	\$ <u>228,498</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>-</u>

CIP Project Request Form**2022****Title:** Automated Meter Reading System (Phase 4 of 5)**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Water Distribution</u>	Original CIP Year	<u>2021</u>

Description:

This project will implement an automated, radio read water meter system which would allow Public Works staff to read meters remotely with a handheld unit. New meters would be read from the street by conducting a single pass through the neighborhood. Meters that have not been upgraded would be entered into the handheld unit. All readings would then be uploaded to our Utility Billing system, eliminating all manual meter reading entries.

The City maintains 426 water meters. Of these, 22 have been replaced since 2006 with digital, radio-read capable meters; these meters will need to be retrofitted with a digital register and radio. An additional 404 meters will be replaced and fitted with electronic registers and radios.

Justification:

This project aims to address two issues:

1. The City has an aging stock of water meters. Approximately 75% of meters are over 30 years old or the age is unknown. Meters greater than 30 years old only measure approximately 80% of water consumption, whereas new meters capture over 99%.
2. The project will save a considerable amount of staff time. Currently, it takes approximately 24 hours for staff to read meters, and an additional 5 hours to manually enter readings into the Utility Billing system. During Phase 1 of implementation all new meters would be automatically read with one pass, existing meters entered into the handheld unit, and data entry would be automated.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>28,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>28,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>28,000</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>28,000</u>

CIP Project Request Form**2023****Title:** Automated Meter Reading System (Phase 5 of 5)**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Water</u>	Original CIP Year	<u>2022</u>

Description:

This project will implement an automated, radio read water meter system which would allow Public Works staff to read meters remotely with a handheld unit. New meters would be read from the street by conducting a single pass through the neighborhood. Meters that have not been upgraded would be entered into the handheld unit. All readings would then be uploaded to our Utility Billing system, eliminating all manual meter reading entries.

The City maintains 426 water meters. Of these, 22 have been replaced since 2006 with digital, radio-read capable meters; these meters will need to be retrofitted with a digital register and radio. An additional 404 meters will be replaced and fitted with electronic registers and radios.

Justification:

This project aims to address two issues:

1. The City has an aging stock of water meters. Approximately 75% of meters are over 30 years old or the age is unknown. Meters greater than 30 years old only measure approximately 80% of water consumption, whereas new meters capture over 99%.
2. The project will save a considerable amount of staff time. Currently, it takes approximately 24 hours for staff to read meters, and an additional 5 hours to manually enter readings into the Utility Billing system. During Phase 1 of implementation all new meters would be automatically read with one pass, existing meters entered into the handheld unit, and data entry would be automated.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>28,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>28,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>28,000</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>28,000</u>

CIP Project Request Form**2023****Title:** Culvert Replacement at Moss and 6th Street**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>2022</u>

Description:

Removal of the existing 36" CMP culvert under Moss Street and paralell 24" HDPE culverts west of Moss Street. These culverts will be replaced with a continuous 36" HDPE trunk storm drain extending east to the intersection of D Street.

Justification:

The 36" and paralell 24" pipes are adequate for the calculated existing flows, but as development occurs and flows increase, the pipe capacity will be exceeded. All existing pipes and ditches that flow into the pipe must be connected to the new system with manholes, ditch inlets, and catch basins or curb inlets at appropriate locations.

Project Costs:

Administration	<u>4,958</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>137,745</u>
Planning	<u>-</u>
Design/Engineering	<u>33,059</u>
Equipment	<u>-</u>
Contingency	<u>27,549</u>
Other	<u>-</u>
Total:	\$ <u>203,311</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>0</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>-</u>

CIP Project Request Form**2023****Title:** Sidewalk Improvements**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Streets</u>	Original CIP Year	<u>2022</u>

Description:

Installation of sidewalks on the south side of 4th Street from Hyland Lane to Moss Street, south side of 6th Street from Moss Street to D Street, west side of Hyland Lane from 4th Street to First Street, both sides of Cannon Street from 2nd to 3rd Street, and the south side of 2nd Street from Moss Street to the end of 2nd Street.

Justification:

These sidewalk projects were identified and prioritized in the 2001 Sidewalk Capital Improvement Plan. Projects have been combined to increase interest in the project and receive more competitive bids.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>120,139</u>
Planning	<u>-</u>
Design/Engineering	<u>21,201</u>
Equipment	<u>-</u>
Contingency	<u>5,832</u>
Other	<u>-</u>
Total:	\$ <u>147,172</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>51,500</u>
Other	<u>-</u>
Total:	\$ <u>51,500</u>

CIP Project Request Form**FUTURE****Title:** Eastern Drainage Improvements**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>Future</u>

Description:

Replacement of the 30" CMP culvert at the crossing of East 1st Street and rerouted to the undeveloped public alleyway located on the south side of East 1st Street approximately 220 feet east of Hyland Lane. An appropriately sized drainage swale should be constructed within the alley and new 36" HDPE storm drainage pipe constructed from the existing culvert inlet to the north end of the alley.

Justification:

During strong storm events there has been reported flooding on lots south of East 1st Street and adjacent to the stream.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>101,856</u>
Planning	<u>18,519</u>
Design/Engineering	<u>27,779</u>
Equipment	<u>-</u>
Contingency	<u>37,038</u>
Other	<u>-</u>
Total:	<u>\$ 185,192</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>46,298</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>138,894</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 185,192</u>

CIP Project Request Form**FUTURE****Title:** Moss Street Drainage Improvements**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>Future</u>

Description:

There is a 24" corrugated metal pipe which crosses Moss Street at the intersection of 7th Street that currently discharges stormwater onto private property at higher flows. There is a shallow ditch along the westerly shoulder of Moss Street which contains low water flows. This project would install new storm drain piping and connect it to a proposed 36" trunk line along Moss Street.

Justification:

As flows increase the ditch is unable to contain the water. The pipe has sufficient capacity for the calculated current and future peak flows. It is recommended that the flooding problem be solved by installing some form of outlet protection to redirect flows exiting the culvert, and the ditch be modified to increase its capacity. As development within the contributing area increases, construction of storm drain piping along Moss Street should be considered to connect this area to the 36" trunk line.

Project Costs:

Administration	<u>641</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>17,833</u>
Planning	<u>-</u>
Design/Engineering	<u>4,279</u>
Equipment	<u>-</u>
Contingency	<u>3,566</u>
Other	<u>-</u>
Total:	\$ <u>26,319</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>26,319</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>26,319</u>

CIP Project Request Form**FUTURE****Title:** 3rd Street Outfall and Swale Enhancement**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>Future</u>

Description:

The project includes work to a pair of 12" concrete pipes that lie within a swale and cross Moss Street at the intersection of 3rd Street. The blackberry vines will be removed from the swale. Research will be conducted to determine if there is an easement and, if not, one will be acquired. The pipes will be replaced with two 18" smooth walled pipes at 2% slope.

Justification:

Cleaning the swale will improve the hydraulic conditions. Replacement of the pipes will provide adequate capacity for the calculated future peak flows.

Project Costs:

Administration	<u>1,638</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>45,505</u>
Planning	<u>-</u>
Design/Engineering	<u>10,921</u>
Equipment	<u>-</u>
Contingency	<u>9,101</u>
Other	<u>-</u>
Total:	\$ <u>67,165</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>33,583</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>33,583</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>67,165</u>

CIP Project Request Form**FUTURE****Title:** Paul Fisher Pipe Extension**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>Future</u>

Description:

This project will extend and connect the storm drainage pipe in Paul Fisher Park to the storm drainage system at the intersection of 3rd Street and Moss Street.

Justification:

The project will reduce the ponding in Paul Fisher Park and reclaim the area for additional amenities or passive use.

Project Costs:

Administration	<u>1,003</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>27,868</u>
Planning	<u>-</u>
Design/Engineering	<u>6,688</u>
Equipment	<u>-</u>
Contingency	<u>5,573</u>
Other	<u>-</u>
Total:	\$ <u>41,132</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>41,132</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>41,132</u>

CIP Project Request Form**FUTURE****Title:** Culvert Replacement at Moss Street North fo Seneca**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>Future</u>

Description:

Replacement of the 18" corrugated culver under Moss Street approximately 130 feet north of Seneca Street. A 24" smooth wall pipe at a minimum 2% sloped will be installed.

Justification:

The 18" existing culvert is undersized for the calculated future flows based on a 25-year storm. No flooding problems have been reported, however, the recommended improvements should be made as development in the area occurs.

Project Costs:

Administration	<u>575</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>15,988</u>
Planning	<u>-</u>
Design/Engineering	<u>3,837</u>
Equipment	<u>-</u>
Contingency	<u>31,977</u>
Other	<u>-</u>
Total:	\$ <u>52,377</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>26,189</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>26,189</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>52,377</u>

CIP Project Request Form**FUTURE****Title:** Culvert Replacement at 7th Street West of Moss Street**Details:**

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>Future</u>

Description:

Replacement of the 24" CMP culvert under 7th Street with a minimum 24" smooth wall pipe at 2% slope.

Justification:

The existing culvert is adequately sized for existing flows. This project should be studied in greater detail as development occurs upstream.

Project Costs:

Administration	<u>553</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>12,500</u>
Planning	<u>-</u>
Design/Engineering	<u>3,690</u>
Equipment	<u>-</u>
Contingency	<u>3,074</u>
Other	<u>-</u>
Total:	\$ <u>19,817</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>19,817</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>19,817</u>

OTHER PROJECTS

The following projects are in the concept planning stage and have not been adequately scoped to be included in the Capital Improvement Plan. This does not imply that these projects are of a lower priority than those listed in the CIP. The City has received funds to update the Parks and Recreation Master Plan and develop a Downtown Master Plan. These projects will be scoped through these planning efforts.

- Orchard Park Recreational Boat Dock
- Multi-Use Path from Rolling Rock Park to Lowell State Recreation Area
- Downtown Streetscape Improvements
- Rolling Rock Park Improvements
- Development of Sunridge Park
- Mini Park East of Wetleau Drive
- Mini Park North of 6th Street



Tax, Fee, and Services Comparison Report
Fiscal Year 2017-18

PROPERTY TAXES

Assessed Values

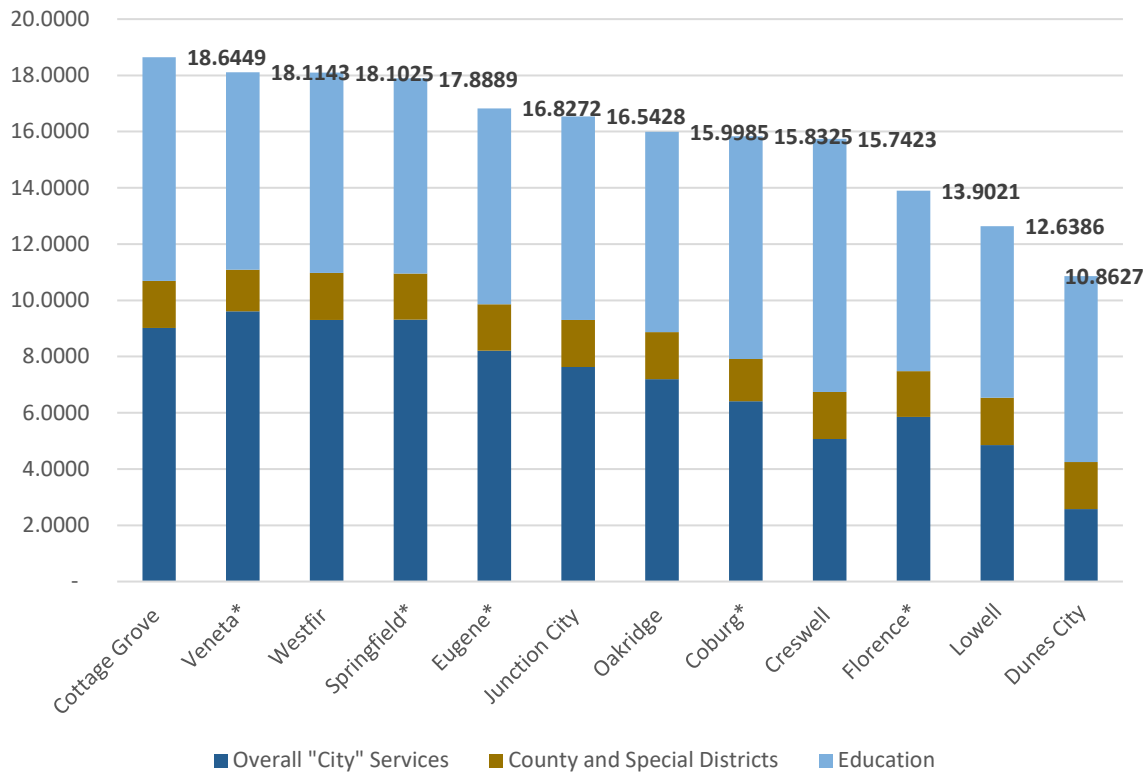
Property taxes are calculated based upon the assessed value of a property. A property's assessed value is the lesser of its real market value (what your property would have sold for as of January 2017) or its established maximum assessed value limit. A property's maximum assessed value can only increase for two reasons: an annual 3% increase if the assessed value is lower than its market value, or if improvements are made to the property which increases its value.

Tax Rates

A Lowell resident's total property tax rate is \$12.6386 per \$1,000 of their property's assessed value. Property tax bills include amounts for several taxing districts including municipalities, school districts, counties, and special service districts that can include fire and parks. The City receives approximately 17% of the total bill.

The City of Lowell's tax rate for general city services is \$2.1613 per \$1,000 of a property's assessed value. The maximum amount the City can levy is \$2.1613. The rate has remained unchanged since the permanent rate was set.

PROPERTY TAX COMPARISON

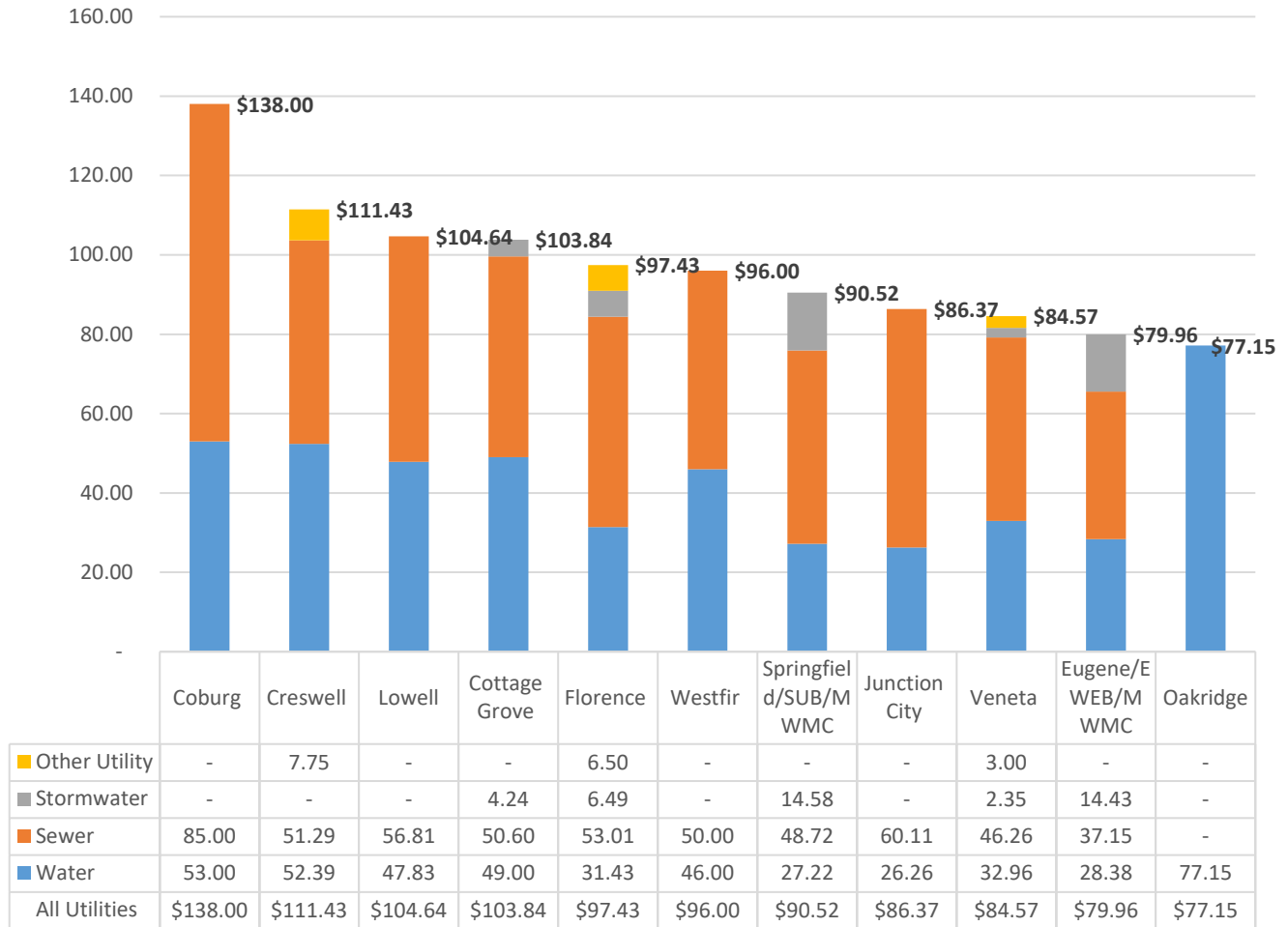


City	City Rate	Fire/EMS District	Library District	Parks District	Urban Renewal District	Other Special Districts	Overall "City" Services	County and Special	Education	Overall Tax Rate
Cottage Grove	7.2087	1.8035	-	-	-	-	9.0122	1.6743	7.9584	18.6449
Veneta*	5.0743	1.6820	0.5741	-	2.2807	-	9.6111	1.4790	7.0242	18.1143
Westfir	9.3036	-	-	-	-	-	9.3036	1.6743	7.1246	18.1025
Springfield*	6.7913	-	-	2.3056	0.2140	-	9.3109	1.6469	6.9311	17.8889
Eugene*	8.0223	-	-	-	0.1907	-	8.2130	1.6493	6.9649	16.8272
Junction City	6.0445	1.5844	-	-	-	-	7.6289	1.6743	7.2396	16.5428
Oakridge	7.1996	-	-	-	-	-	7.1996	1.6743	7.1246	15.9985
Coburg*	3.2419	1.2784	-	-	1.8899	-	6.4102	1.5008	7.9215	15.8325
Creswell	2.6705	1.8035	0.5900	-	-	-	5.0640	1.6743	9.0040	15.7423
Florence*	2.9346	1.8582	0.4986	-	0.4159	0.1424	5.8497	1.6303	6.4221	13.9021
Lowell	2.1613	2.6970	-	-	-	-	4.8583	1.6743	6.1060	12.6386
Dunes City	-	1.9089	0.5163	-	-	0.1471	2.5723	1.6743	6.6161	10.8627

- **Overall "City" Services:** This category includes the taxing districts that provide traditional city services, includes cities, fire districts, library districts, parks districts, and urban renewal.
- **Education:** This category includes the tax rates for the local school district, community college, and education services districts.
- **County and Special Districts:** This category includes the tax rates for the county and any special levies that apply countywide.

UTILITY RATES COMPARISON

City utilities include water and wastewater. Other utilities charged in Lane County include stormwater, streets, and public safety. The comparison shows the average city customer’s total monthly utility bill, using average consumption of 5,000 gallons per month.



TOTAL TAXES AND UTILITY RATES

The comparison below uses the annual property tax bill and average city utility bill to develop an annual cost for public services. The property tax figures are based on an assessed value of \$200,000, while the city utilities comparison is based on average consumption of 5,000 gallons per month.

City	"City" Services Taxes	Education Taxes	County and Special Districts Taxes	City Utilities	Total Annual Costs
Cottage Grove	1,802.44	1,591.68	334.86	1,246.08	4,975.06
Coburg*	1,282.04	1,584.30	300.16	1,656.00	4,822.50
Westfir	1,860.72	1,424.92	334.86	1,152.00	4,772.50
Springfield*	1,862.18	1,386.22	329.38	1,086.24	4,664.02
Veneta*	1,922.22	1,404.84	295.80	1,014.84	4,637.70
Creswell	1,012.80	1,800.80	334.86	1,337.16	4,485.62
Junction City	1,525.78	1,447.92	334.86	1,036.44	4,345.00
Eugene*	1,642.60	1,392.98	329.86	959.46	4,324.90
Oakridge	1,439.92	1,424.92	334.86	925.80	4,125.50
Florence*	1,169.94	1,284.42	326.06	1,169.16	3,949.58
Lowell	971.66	1,221.20	334.86	1,255.68	3,783.40
Dunes City	514.46	1,323.22	334.86	-	2,172.54

