

**Lowell City Council
Regular Meeting Agenda
Tuesday, March 17 at 7:00 P.M.**

Maggie Osgood Library
70 North Pioneer Street, Lowell, OR 97452

Call to Order/Roll Call/Pledge

Councilors: Mayor Bennett ____ Harris ____ Stratis ____ Dragt ____

Approval of Agenda

Public Hearings

1. Lakeview Avenue Improvements

Consent Agenda: Council members may request an item be removed from the Consent Agenda to be discussed as the first business item of the meeting.

City Council Special Meeting Minutes for February 18, 2020

City Council Work Session Minutes for March 3, 2020

Financial Report for January 2020

Check Register for February 2020

Public Comments: Speakers will be limited to three (3) minutes. The Council may ask questions but will not engage in discussion or make decisions based on public comment at this time. The Mayor may direct the City Administrator to follow up on comments received. When called, please state your name and address for the record. Direct all comments to the Council through the Mayor.

Council Comments (three minutes per speaker)

All speakers are expected to be polite, courteous, and respectful when making their comments. Personal attacks, insults, profanity, and inflammatory comments will not be permitted.
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Staff Reports:

City Administrator Report

Public Works Report

Police Report

Draft Committee Minutes

Business Meeting: Items Removed from Consent Agenda

Old Business: None.

New Business:

1. Food Trailer in Rolling Rock Park – Discussion/Possible Action
2. Lakeview Avenue Improvements – Discussion/Possible Action
3. Purchase Authorization – Parks Mower – Discussion/Possible Action
4. Library Capital Campaign – Discussion/Possible Action
5. City Administrator Objectives – Discussion/Possible Action

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.

6. Annual TMDL Report – Review/Discussion

Other Business

Mayor Comments

Community Comments: Limited to two (2) minutes if prior to 9:30 P.M.

Adjourn

Future Meetings / Dates to Remember:

- 4/7 Lowell City Council Work Session at 7 PM at the Maggie Osgood Library
- 4/9 Parks and Recreation Committee Meeting at 7 PM at the Maggie Osgood Library
- 4/13 Blackberry Jam Festival Committee Meeting at 7 PM at the Maggie Osgood Library
- 4/14 Planning Commission Meeting at 7 PM at the Maggie Osgood Library
- 4/15 Lowell Fire District Board Meeting at 7 PM at the LRFDP Community Room
- 4/21 Lowell City Council Regular Meeting at 7 PM at the Maggie Osgood Library
- 4/27 Lowell School District Board Meeting at 7 PM at PDC in Lundy Elementary

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: Public Hearing
Lakeview Avenue Improvements

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

On February 18, 2020 the City Council reviewed a draft survey of Lakeview Avenue and discussed options for improvements. This included widening Lakeview from Moss to Pioneer by 3 feet (still narrower than standard two-way street) or making Lakeview from Moss to Pioneer a one-way street. The Council requested a public hearing to solicit public comments on the proposals. This public hearing was advertised in The Bridge Newsletter, bulletin board postings, website and Facebook.

FISCAL IMPACT:

Option 1 (\$142,000) – Street overlay/replacement
Option 2 (\$186,000) – Street overlay/replacement and widening three (3) feet.
Bid Alternates – New curb (\$28,000, upright on north side and flush on south side), re-grading ditch on north side and replacing sidewalk to meet the street elevation (\$29,000).

COURSES OF ACTION:

N/A

RECOMMENDATION:

The Mayor should open the public hearing on Lakeview Avenue Improvements and request a report from the City Engineer. Subsequently, he should request comments on the two proposals.

ATTACHMENTS:

None.

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: Consent Agenda

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

The Consent Agenda for the March 17, 2020 City Council meeting includes the City Council Meeting Minutes for February 18, 2020, City Council Work Session Minutes for March 3, 2020, Financial Report for January 2020, and Check Register for February 2020.

FISCAL IMPACT:

N/A

COURSES OF ACTION:

1. Motion to approve the consent agenda as presented.
2. Motion to remove an item from the consent agenda and place on the Business Meeting for additional review, discussion or amendment.

RECOMMENDATION:

Motion to approve the consent agenda as presented.

ATTACHMENTS:

1. City Council Meeting Minutes for February 18, 2020
2. City Council Work Session Minutes for March 3, 2020
3. Financial Report for January 2020
4. Check Register for February 2020

City of Lowell, Oregon
Minutes of the City Council Regular Session
February 18, 2020

The Regular Session was called to order at 7:03 PM by Mayor Bennett.

Members Present: Mayor Don Bennett, Gail Harris, Patricia Angelini, Tim Stratis, Samantha Dragt

Staff Present: CA Cobb, Max Baker – Public Works Director

Other Business:

- **Lakeview Street Improvements** - City Engineer Matt Wadlington – Civil West presented pre-design improvements for Lakeview Avenue and answered questions of the council. Discussion on options followed, it was agreed upon to hold a public hearing to receive input.

Consent Agenda: Councilor Stratis moved to approve the consent agenda, second by Councilor Harris. PASS 5:0

Public Comments: None

Council Comments: None

City Administrator Report: CA Cobb reported on upcoming Strategic Plan Meeting on March 3rd, franchise agreements with Sanipac and Douglas Fast Net, BBJ and Library Committee meetings, project updates including Library Renovation, Paul Fisher Park Irrigation System, Cannon Street Festival Area, Rolling Rock Park Improvements, Downtown Street, Water, and Sewer Projects, and League of Oregon Cities Highlights.

Public Works Report: Max Baker Public Works Director reported that the winter decorations have been removed from the Covered Bridge, a portable Radar Speed Sign will be placed on Hyland Street, working with Civil West on the storm water drainage issues on D Street, security camera placed at Sewer Plant, sludge drying beds were dug out to create additional space and rough wood chips are available for free to the public from the green-waste project pad.

Police Report: January report provided in packet.

Draft Committee Minutes: BBJ and Library Committee minutes attached.

Old Business: None

New Business:

- **Ordinance 301 – BBJ Festival Committee Requirements** – CA introduced item for second reading. **Councilor Stratis moved for second reading of Ordinance 301, by title only, second by Councilor Dragt. PASS 5:0** Mayor Bennett proceeded to read Ordinance 301 by title only. **Councilor Harris moved to adopt Ordinance 301, second by Councilor Angelini. PASS 5:0**

- **Solicitation – FEMA Railroad Corridor Trail Cleanup** – CA presented item, the two proposals and scoring matrix with recommendation of C&D Land and Tree LLC. **Councilor Angelini moved to award Informal Solicitation 2020-01 to C&D Land and Tree LLC, second by Councilor Dragt. PASS 5:0**

Other Business: CA Cobb presented information that the Lowell Fire Dept. has offered City Staff and families the use of their gym equipment, CA has recommended a release of liability form to be completed and would like to offer a donation from the Wellness Program to contribute to equipment improvements. Councilor Dragt invited the council to the Fireman’s Award Banquet on Feb. 29th.

Mayor Comments: Presented highlights from meetings he attended.

Public Comments: House of Representative Cedric Hayden highlighted items he is working on in Salem currently.

Adjourn: 8:43 PM

Approved: _____
Don Bennett, Mayor Date

Attest: _____
Jared Cobb, City Recorder Date

City of Lowell, Oregon
Minutes of the City Council Work Session
March 3, 2020
Maggie Osgood Library

The Work Session was called to order at 6:00 PM by CA Cobb.

Members Present: Mayor Bennett, Gail Harris, Patricia Angelini, Samantha Dragt

Member Absent: Tim Stratis

Staff Present: CA Cobb, Max Baker- Public Works Director

Work Session Topic(s)

1. **2020 Strategic Plan** – CA introduced item and reviewed history of the Strategic Plan. A review of each Objective was done, with an explanation of the new criteria. Max Baker, Public Works Director provided information related to Public Works Department. Discussion followed on each Strategic Goal and Evaluation Criteria.
2. **2020 City Administrator Objectives** – CA presented objectives, reviewed and discussed with council. Changes made as needed.
3. **FY 2021-2025 Capital Improvement Plan** – CA presented project description and justification for capital improvements. Discussion followed.

Adjourn: 9:27 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jared Cobb, City Recorder

Date

CITY OF LOWELL
 COMBINED CASH INVESTMENT
 JANUARY 31, 2020

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	442,778.30
999-1112	CASH IN BANK - XPRESS DEP	.00
999-1115	CASH IN BANK - LGIP	938,735.16
999-1175	UTILITY CASH CLEARING	.00
		1,381,513.46
	TOTAL COMBINED CASH	1,381,513.46
999-1110	CASH ALLOCATED TO FUNDS	(1,381,513.46)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	318,033.09
230	ALLOCATION TO WATER FUND	182,085.05
240	ALLOCATION TO SEWER FUND	142,068.10
312	ALLOCATION TO STREET FUND	90,579.39
314	ALLOCATION TO BLACKBERRY JAM FUND	13,013.57
410	ALLOCATION TO PARKS SDC FUND	52,090.36
412	ALLOCATION TO STREETS SDC FUND	45,913.05
417	ALLOCATION TO SDC FUND	.00
430	ALLOCATION TO WATER SDC FUND	301,838.74
440	ALLOCATION TO SEWER SDC FUND	136,697.89
445	ALLOCATION TO STORMWATER SDC FUND	43,420.50
520	ALLOCATION TO WATER RESERVE FUND	23,638.71
521	ALLOCATION TO SEWER RESERVE FUND	9,824.43
550	ALLOCATION TO EQUIPMENT FUND	22,177.20
555	ALLOCATION TO DEBT RESERVE FUND	133.38
		1,381,513.46
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,381,513.46
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	(1,381,513.46)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF LOWELL
BALANCE SHEET
JANUARY 31, 2020

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	99,440.32	
110-1115	CASH IN BANK - LGIP	218,592.77	
110-1118	CASH IN BANK - COURT	.00	
110-1120	PETTY CASH	250.00	
110-1510	ACCOUNTS RECEIVABLE	.00	
110-1520	TAXES RECEIVABLE	.00	
110-1620	INVENTORY	.00	
110-1710	LAND	2,595,845.69	
110-1720	BUILDINGS & FACILITIES	429,324.77	
110-1730	EQUIPMENT & FURNISHINGS	18,660.63	
110-1740	VEHICLES & ROLLING STOCK	42,417.50	
110-1750	INFRASTRUCTURE	32,762.99	
110-1795	CONSTRUCTION IN PROGRESS	.00	
110-1820	AD - BUILDINGS & FACILITIES	(148,802.55)	
110-1830	AD - EQUIPMENT & FURNISHINGS	(5,760.93)	
110-1840	AD - VEHICLES & ROLLING STOCK	(7,323.96)	
110-1850	AD - INFRASTRUCTURE	(13,038.27)	
110-1950	DEFERRED OUTFLOWS OF RESOURCES	.00	
	TOTAL ASSETS		3,262,368.96

LIABILITIES AND EQUITY

LIABILITIES

110-2125	ACCOUNTS PAYABLE	.00	
110-2205	WAGES PAYABLE	2,063.13	
110-2210	PAYROLL TAXES PAYABLE	859.10	
110-2245	HEALTH INSURANCE PAYABLE	867.27	
110-2250	RETIREMENT PAYABLE	667.95	
110-2510	BAIL HELD	357.00	
110-2515	CET TAX COLLECTED	.00	
110-2525	OTHER DEPOSITS	200.00	
110-2750	LONG TERM DEBT	530,000.00	
110-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		535,014.45

FUND EQUITY

110-3100	BEGINNING FUND BALANCE	297,503.45	
110-3275	GASB - FIXED ASSETS	2,944,085.87	
110-3277	GASB - LONG TERM DEBT	(530,000.00)	
	REVENUE OVER EXPENDITURES - YTD	15,765.19	
	BALANCE - CURRENT DATE	15,765.19	
	TOTAL FUND EQUITY		2,727,354.51
	TOTAL LIABILITIES AND EQUITY		3,262,368.96

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
110-310-4112	1,682.81	140,266.75	142,768.00	2,501.25	98.3
110-310-4114	164.24	1,958.22	5,293.00	3,334.78	37.0
TOTAL TAXES	1,847.05	142,224.97	148,061.00	5,836.03	96.1
<u>INVESTMENT EARNINGS</u>					
110-315-4125	444.73	3,359.18	6,130.00	2,770.82	54.8
TOTAL INVESTMENT EARNINGS	444.73	3,359.18	6,130.00	2,770.82	54.8
<u>INTERGOVERNMENTAL</u>					
110-320-4132	.00	5,018.79	10,421.00	5,402.21	48.2
110-320-4134	135.95	785.05	1,000.00	214.95	78.5
110-320-4136	1,911.58	11,003.57	20,564.00	9,560.43	53.5
110-320-4145	.00	5.47	300.00	294.53	1.8
110-320-4148	.00	3,193.91	5,200.00	2,006.09	61.4
TOTAL INTERGOVERNMENTAL	2,047.53	20,006.79	37,485.00	17,478.21	53.4
<u>GRANT REVENUES</u>					
110-325-4151	.00	30,000.00	1,050,000.00	1,020,000.00	2.9
110-325-4152	.00	10,137.00	9,832.00	(305.00)	103.1
110-325-4154	.00	.00	1,000.00	1,000.00	.0
110-325-4155	.00	.00	.00	.00	.0
110-325-4158	.00	.00	1,000.00	1,000.00	.0
TOTAL GRANT REVENUES	.00	40,137.00	1,061,832.00	1,021,695.00	3.8
<u>FRANCHISE FEES</u>					
110-330-4310	.00	2,760.57	4,388.00	1,627.43	62.9
110-330-4312	.00	25,354.86	47,298.00	21,943.14	53.6
110-330-4314	.00	.00	4,000.00	4,000.00	.0
110-330-4316	7,834.17	7,834.17	1,706.00	(6,128.17)	459.2
TOTAL FRANCHISE FEES	7,834.17	35,949.60	57,392.00	21,442.40	62.6

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSES & PERMITS</u>					
110-335-4352	.00	6,502.00	13,500.00	6,998.00	48.2
110-335-4354	110.00	480.00	250.00	(230.00)	192.0
110-335-4356	145.60	15,463.80	40,634.00	25,170.20	38.1
110-335-4358	.00	3,729.60	6,095.00	2,365.40	61.2
110-335-4360	78.00	478.00	700.00	222.00	68.3
TOTAL LICENSES & PERMITS	333.60	26,653.40	61,179.00	34,525.60	43.6
<u>CHARGES FOR SERVICE</u>					
110-340-4410	89.25	811.55	100.00	(711.55)	811.6
110-340-4413	.00	.00	1,250.00	1,250.00	.0
110-340-4415	.00	.00	500.00	500.00	.0
110-340-4417	60.00	310.00	350.00	40.00	88.6
110-340-4419	.00	.00	50.00	50.00	.0
110-340-4421	.00	2,549.82	2,200.00	(349.82)	115.9
110-340-4423	70.50	144.25	100.00	(44.25)	144.3
TOTAL CHARGES FOR SERVICE	219.75	3,815.62	4,550.00	734.38	83.9
<u>SDC REVENUE</u>					
110-345-4511	.00	282.00	387.00	105.00	72.9
TOTAL SDC REVENUE	.00	282.00	387.00	105.00	72.9
<u>FINES & FORFEITURES</u>					
110-350-4625	.00	1,544.00	2,942.00	1,398.00	52.5
TOTAL FINES & FORFEITURES	.00	1,544.00	2,942.00	1,398.00	52.5
<u>LOAN PAYMENTS & PROCEEDS</u>					
110-360-4225	.00	.00	.00	.00	.0
TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	.00	.00	.0
<u>REIMBURSEMENT REVENUE</u>					
110-365-4752	.00	.00	5,000.00	5,000.00	.0
110-365-4790	.00	.00	.00	.00	.0
TOTAL REIMBURSEMENT REVENUE	.00	.00	5,000.00	5,000.00	.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OTHER REVENUE</u>					
110-370-4822	BBJ ADMIN FEE	.00	.00	.00	.00
110-370-4824	DONATIONS	.00	85.25	.00 (85.25)
110-370-4825	LIBRARY DONATIONS	.00	.00	1,000.00	1,000.00
110-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	.00	.00
	TOTAL OTHER REVENUE	.00	85.25	1,000.00	914.75 8.5
<u>FUNDRAISING & EVENT REVENUE</u>					
110-380-4865	LIBRARY CAPITAL CAMPAIGN	.00	.00	.00	.00
	TOTAL FUNDRAISING & EVENT REVENUE	.00	.00	.00	.00
<u>MISCELLANEOUS REVENUE</u>					
110-385-4895	MISCELLANEOUS REVENUE	.00	2,262.16	2,500.00	237.84 90.5
	TOTAL MISCELLANEOUS REVENUE	.00	2,262.16	2,500.00	237.84 90.5
<u>TRANSFERS IN</u>					
110-390-4912	TRANSFER FROM STREET FUND	.00	.00	.00	.00
110-390-4914	TRANSFER FROM BBJ FUND	.00	.00	.00	.00
110-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00
	TOTAL TRANSFERS IN	.00	.00	.00	.00
	TOTAL FUND REVENUE	12,726.83	276,319.97	1,388,458.00	1,112,138.03 19.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONAL SERVICES</u>					
110-410-5110	CITY ADMINISTRATOR	1,386.66	10,399.95	17,305.00	6,905.05 60.1
110-410-5112	FINANCE CLERK	.00	.00	.00	.00 .0
110-410-5114	CITY CLERK	440.48	3,293.11	5,153.00	1,859.89 63.9
110-410-5150	PUBLIC WORKS DIRECTOR	.00	.00	.00	.00 .0
110-410-5152	UTILITY WORKER I	.00	.00	.00	.00 .0
110-410-5154	UTILITY WORKER II	.00	.00	.00	.00 .0
110-410-5156	UTILITY WORKER III	.00	.00	.00	.00 .0
110-410-5158	MAINTENANCE WORKER I	118.94	1,022.27	1,824.00	801.73 56.1
110-410-5220	OVERTIME	.00	28.58	193.00	164.42 14.8
110-410-5315	SOCIAL SECURITY/MEDICARE	148.89	1,127.95	2,195.00	1,067.05 51.4
110-410-5320	WORKER'S COMP	53.11	162.68	179.00	16.32 90.9
110-410-5350	UNEMPLOYMENT	.00	.00	1,733.00	1,733.00 .0
110-410-5410	HEALTH INSURANCE	565.93	2,709.74	3,582.00	872.26 75.7
110-410-5450	PUBLIC EMPLOYEES RETIREMENT	335.50	2,541.86	4,220.00	1,678.14 60.2
110-410-5910	WAGE ADJUSTMENT	.00	.00	.00	.00 .0
	TOTAL PERSONAL SERVICES	3,049.51	21,286.14	36,384.00	15,097.86 58.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-410-6110	3,900.00	3,900.00	4,419.00	519.00	88.3
110-410-6112	437.71	593.11	5,000.00	4,406.89	11.9
110-410-6114	312.00	2,836.75	3,749.00	912.25	75.7
110-410-6122	499.10	6,225.70	5,753.00	(472.70)	108.2
110-410-6124	147.98	1,105.16	2,000.00	894.84	55.3
110-410-6128	7,505.00	37,167.00	2,371.00	(34,796.00)	1567.6
110-410-6132	.00	.00	.00	.00	.0
110-410-6190	.00	.00	.00	.00	.0
110-410-6210	.00	5,968.33	6,115.00	146.67	97.6
110-410-6220	.00	1,248.44	6,900.00	5,651.56	18.1
110-410-6222	.00	.00	1,200.00	1,200.00	.0
110-410-6226	.00	231.15	750.00	518.85	30.8
110-410-6228	.00	.00	1,000.00	1,000.00	.0
110-410-6230	41.98	928.65	1,000.00	71.35	92.9
110-410-6234	.00	13.30	1,000.00	986.70	1.3
110-410-6238	6.94	568.46	1,000.00	431.54	56.9
110-410-6240	.00	1,973.11	1,500.00	(473.11)	131.5
110-410-6290	329.70	329.70	500.00	170.30	65.9
110-410-6320	.00	.00	1,000.00	1,000.00	.0
110-410-6324	.00	.00	100.00	100.00	.0
110-410-6334	.00	965.92	2,000.00	1,034.08	48.3
110-410-6420	41.23	1,344.19	200.00	(1,144.19)	672.1
110-410-6425	90.40	630.16	150.00	(480.16)	420.1
110-410-6430	352.18	1,510.60	550.00	(960.60)	274.7
110-410-6435	92.47	625.79	315.00	(310.79)	198.7
110-410-6440	207.55	1,432.62	342.00	(1,090.62)	418.9
110-410-6445	8.99	64.92	90.00	25.08	72.1
110-410-6510	.00	.00	2,000.00	2,000.00	.0
110-410-6512	.00	548.87	600.00	51.13	91.5
110-410-6514	.00	.00	.00	.00	.0
110-410-6792	.00	.00	5,000.00	5,000.00	.0
TOTAL MATERIALS & SERVICES	13,973.23	70,211.93	56,604.00	(13,607.93)	124.0
<u>CAPITAL OUTLAY</u>					
110-410-8225	.00	.00	90,000.00	90,000.00	.0
110-410-8320	.00	5,925.15	.00	(5,925.15)	.0
110-410-8335	.00	.00	.00	.00	.0
110-410-8425	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	.00	5,925.15	90,000.00	84,074.85	6.6
TOTAL ADMINISTRATION	17,022.74	97,423.22	182,988.00	85,564.78	53.2
<u>PARKS & RECREATION</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-420-5110 CITY ADMINISTRATOR	346.66	2,599.95	4,328.00	1,728.05	60.1
110-420-5150 PUBLIC WORKS DIRECTOR	287.08	2,151.23	3,374.00	1,222.77	63.8
110-420-5152 UTILITY WORKER I	625.15	4,545.76	3,276.00	(1,269.76)	138.8
110-420-5154 UTILITY WORKER II	.00	.00	3,276.00	3,276.00	.0
110-420-5156 UTILITY WORKER III	.00	.00	.00	.00	.0
110-420-5158 MAINTENANCE WORKER I	594.63	5,110.71	9,118.00	4,007.29	56.1
110-420-5220 OVERTIME	14.67	212.13	1,351.00	1,138.87	15.7
110-420-5315 SOCIAL SECURITY/MEDICARE	142.91	1,118.42	2,217.00	1,098.58	50.5
110-420-5320 WORKER'S COMP	211.37	639.49	1,709.00	1,069.51	37.4
110-420-5350 UNEMPLOYMENT	.00	.00	1,861.00	1,861.00	.0
110-420-5410 HEALTH INSURANCE	899.94	2,952.70	4,316.00	1,363.30	68.4
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	322.08	2,352.96	4,262.00	1,909.04	55.2
110-420-5910 WAGE ADJUSTMENT	.00	.00	.00	.00	.0
TOTAL PERSONAL SERVICES	3,444.49	21,683.35	39,088.00	17,404.65	55.5
<u>MATERIALS & SERVICES</u>					
110-420-6128 OTHER CONTRACT SERVICES	.00	2,830.00	1,000.00	(1,830.00)	283.0
110-420-6234 GENERAL SUPPLIES	465.43	4,333.24	2,000.00	(2,333.24)	216.7
110-420-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
110-420-6320 BUILDING REPAIR & MAINTENANCE	271.98	967.55	2,500.00	1,532.45	38.7
110-420-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	265.96	1,000.00	734.04	26.6
110-420-6328 PROPERTY MAINTENANCE	.00	.00	.00	.00	.0
110-420-6330 OTHER REPAIR & MAINTENANCE	162.17	3,794.86	5,000.00	1,205.14	75.9
110-420-6334 NON-CAPITALIZED ASSETS	.00	1,290.90	2,000.00	709.10	64.6
110-420-6339 MAINTENANCE - NELSON LAND DONA	.00	.00	500.00	500.00	.0
110-420-6420 WATER SERVICES	58.08	1,979.92	5,150.00	3,170.08	38.5
110-420-6425 SEWER SERVICES	120.54	840.26	1,439.00	598.74	58.4
110-420-6430 ELECTRICITY SERVICES	53.81	341.46	614.00	272.54	55.6
110-420-6445 REFUSE SERVICES	24.06	166.32	288.00	121.68	57.8
110-420-6710 GAS & OIL	373.61	1,149.80	812.00	(337.80)	141.6
TOTAL MATERIALS & SERVICES	1,529.68	17,960.27	22,803.00	4,842.73	78.8
<u>CAPITAL OUTLAY</u>					
110-420-8225 BUILDINGS & FACILITIES	.00	.00	.00	.00	.0
110-420-8335 EQUIPMENT & FURNISHINGS	.00	.00	.00	.00	.0
110-420-8425 VEHICLES & ROLLING STOCK	.00	.00	.00	.00	.0
110-420-8520 PARKS IMPROVEMENTS	.00	7,187.65	790,000.00	782,812.35	.9
TOTAL CAPITAL OUTLAY	.00	7,187.65	790,000.00	782,812.35	.9
TOTAL PARKS & RECREATION	4,974.17	46,831.27	851,891.00	805,059.73	5.5
<u>POLICE</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-430-6118 POLICE SERVICES	4,687.20	16,405.20	30,561.00	14,155.80	53.7
110-430-6334 NON-CAPITALIZED ASSETS	.00	.00	5,000.00	5,000.00	.0
TOTAL MATERIALS & SERVICES	4,687.20	16,405.20	35,561.00	19,155.80	46.1
TOTAL POLICE	4,687.20	16,405.20	35,561.00	19,155.80	46.1
<u>COMMUNITY DEVELOPMENT</u>					
<u>PERSONAL SERVICES</u>					
110-440-5110 CITY ADMINISTRATOR	346.66	2,599.95	4,325.00	1,725.05	60.1
110-440-5112 FINANCE CLERK	.00	.00	.00	.00	.0
110-440-5114 CITY CLERK	220.24	1,646.56	2,577.00	930.44	63.9
110-440-5220 OVERTIME	.00	14.29	97.00	82.71	14.7
110-440-5315 SOCIAL SECURITY/MEDICARE	43.38	326.03	628.00	301.97	51.9
110-440-5320 WORKER'S COMP	17.68	53.94	14.00	(39.94)	385.3
110-440-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-440-5410 HEALTH INSURANCE	175.53	1,025.28	1,314.00	288.72	78.0
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	97.72	734.48	1,207.00	472.52	60.9
TOTAL PERSONAL SERVICES	901.21	6,400.53	10,670.00	4,269.47	60.0
<u>MATERIALS & SERVICES</u>					
110-440-6116 ENGINEERING SERVICES	290.00	6,298.26	500.00	(5,798.26)	1259.7
110-440-6128 OTHER CONTRACT SERVICES	.00	18,092.22	10,000.00	(8,092.22)	180.9
110-440-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	100.00	100.00	.0
110-440-6226 POSTAGE	.00	.00	250.00	250.00	.0
110-440-6240 TRAVEL & TRAINING	.00	.00	500.00	500.00	.0
110-440-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-440-6522 LAND USE & DEVELOPMENT COSTS	.00	11,382.26	10,125.00	(1,257.26)	112.4
110-440-6524 BUILDING PERMIT COSTS	1,217.39	25,141.37	31,282.00	6,140.63	80.4
110-440-6525 ELECTRICAL PERMIT COSTS	323.34	4,180.05	4,650.00	469.95	89.9
TOTAL MATERIALS & SERVICES	1,830.73	65,094.16	57,657.00	(7,437.16)	112.9
TOTAL COMMUNITY DEVELOPMENT	2,731.94	71,494.69	68,327.00	(3,167.69)	104.6
<u>LIBRARY</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-450-5130 LIBRARIAN/SPECIAL EVENTS	.00	.00	11,700.00	11,700.00	.0
110-450-5158 MAINTENANCE WORKER I	118.94	1,022.27	.00	(1,022.27)	.0
110-450-5315 SOCIAL SECURITY/MEDICARE	9.11	78.24	1,049.00	970.76	7.5
110-450-5320 WORKER'S COMP	26.38	79.63	50.00	(29.63)	159.3
110-450-5350 UNEMPLOYMENT	.00	.00	741.00	741.00	.0
110-450-5450 PUBLIC EMPLOYEES RETIREMENT	20.50	176.21	2,017.00	1,840.79	8.7
TOTAL PERSONAL SERVICES	174.93	1,356.35	15,557.00	14,200.65	8.7
<u>MATERIALS & SERVICES</u>					
110-450-6122 IT SERVICES	.00	295.20	7,440.00	7,144.80	4.0
110-450-6128 OTHER CONTRACT SERVICES	.00	250.00	2,000.00	1,750.00	12.5
110-450-6226 POSTAGE	.00	.00	50.00	50.00	.0
110-450-6230 OFFICE SUPPLIES/EQUIPMENT	.00	.00	500.00	500.00	.0
110-450-6234 GENERAL SUPPLIES	.00	.00	1,500.00	1,500.00	.0
110-450-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-450-6320 BUILDING REPAIR & MAINTENANCE	30.00	1,350.44	100.00	(1,250.44)	1350.4
110-450-6334 NON-CAPITALIZED ASSETS	.00	.00	1,000.00	1,000.00	.0
110-450-6420 WATER SERVICES	13.75	448.09	1,200.00	751.91	37.3
110-450-6425 SEWER SERVICES	30.14	210.10	732.00	521.90	28.7
110-450-6430 ELECTRICITY SERVICES	117.40	503.54	3,600.00	3,096.46	14.0
110-450-6435 INTERNET SERVICES	251.46	784.78	2,100.00	1,315.22	37.4
110-450-6440 TELEPHONE SERVICES	.00	.00	300.00	300.00	.0
110-450-6445 REFUSE SERVICES	8.99	64.92	600.00	535.08	10.8
110-450-6530 SUMMER READING PROGRAM	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	451.74	3,907.07	22,372.00	18,464.93	17.5
<u>CAPITAL OUTLAY</u>					
110-450-8225 BUILDINGS & FACILITIES	.00	.00	302,000.00	302,000.00	.0
110-450-8335 EQUIPMENT & FURNISHINGS	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	302,000.00	302,000.00	.0
TOTAL LIBRARY	626.67	5,263.42	339,929.00	334,665.58	1.6
<u>CODE ENFORCEMENT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-460-5110 CITY ADMINISTRATOR	346.66	2,599.95	4,326.00	1,726.05	60.1
110-460-5150 PUBLIC WORKS DIRECTOR	287.08	2,151.23	3,374.00	1,222.77	63.8
110-460-5220 OVERTIME	9.94	90.09	.00	(90.09)	.0
110-460-5315 SOCIAL SECURITY/MEDICARE	49.24	370.34	691.00	320.66	53.6
110-460-5320 WORKER'S COMP	17.68	54.04	307.00	252.96	17.6
110-460-5350 UNEMPLOYMENT	.00	.00	573.00	573.00	.0
110-460-5410 HEALTH INSURANCE	300.02	984.32	1,439.00	454.68	68.4
110-460-5450 PUBLIC EMPLOYEES RETIREMENT	110.97	834.64	1,328.00	493.36	62.9
TOTAL PERSONAL SERVICES	1,121.59	7,084.61	12,038.00	4,953.39	58.9
<u>MATERIALS & SERVICES</u>					
110-460-6128 OTHER CONTRACT SERVICES	.00	206.54	2,500.00	2,293.46	8.3
110-460-6234 GENERAL SUPPLIES	.00	.00	100.00	100.00	.0
110-460-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
110-460-6445 REFUSE SERVICES	.00	274.84	.00	(274.84)	.0
110-460-6540 DOG/CAT CONTROL	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	481.38	2,700.00	2,218.62	17.8
TOTAL CODE ENFORCEMENT	1,121.59	7,565.99	14,738.00	7,172.01	51.3
<u>TOURISM</u>					
<u>MATERIALS & SERVICES</u>					
110-470-6128 OTHER CONTRACT SERVICES	.00	.00	1,000.00	1,000.00	.0
110-470-6224 MARKETING	.00	120.00	2,000.00	1,880.00	6.0
110-470-6226 POSTAGE	.00	.00	100.00	100.00	.0
110-470-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-470-6326 COVERED BRIDGE MAINTENANCE	952.81	1,259.42	5,000.00	3,740.58	25.2
110-470-6327 COMMUNITY GRANT PROGRAM	.00	.00	3,000.00	3,000.00	.0
110-470-6328 MATCHING GRANT FUNDS	.00	.00	.00	.00	.0
110-470-6550 TOURISM FUNDED PROJECTS	.00	1,072.15	.00	(1,072.15)	.0
TOTAL MATERIALS & SERVICES	952.81	2,451.57	11,350.00	8,898.43	21.6
TOTAL TOURISM	952.81	2,451.57	11,350.00	8,898.43	21.6
<u>MUNICIPAL COURT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-480-5110 CITY ADMINISTRATOR	346.66	2,599.95	4,325.00	1,725.05	60.1
110-480-5112 FINANCE CLERK	.00	.00	.00	.00	.0
110-480-5114 CITY CLERK	220.24	1,646.56	2,577.00	930.44	63.9
110-480-5220 OVERTIME	.00	14.29	97.00	82.71	14.7
110-480-5315 SOCIAL SECURITY/MEDICARE	43.38	326.03	628.00	301.97	51.9
110-480-5320 WORKER'S COMP	17.68	53.94	14.00	(39.94)	385.3
110-480-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-480-5410 HEALTH INSURANCE	175.53	1,025.28	1,314.00	288.72	78.0
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	97.72	734.48	1,207.00	472.52	60.9
TOTAL PERSONAL SERVICES	901.21	6,400.53	10,670.00	4,269.47	60.0
<u>MATERIALS & SERVICES</u>					
110-480-6120 JUDGE CONTRACT	.00	.00	1,250.00	1,250.00	.0
110-480-6121 BAILIFF CONTRACT	.00	.00	.00	.00	.0
110-480-6128 OTHER CONTRACT SERVICES	582.30	628.89	1,500.00	871.11	41.9
110-480-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	.00	.00	.0
110-480-6226 POSTAGE	.00	.00	50.00	50.00	.0
110-480-6238 BANK SERVICE CHARGES	.00	.00	200.00	200.00	.0
110-480-6290 MISCELLANEOUS	.00	.00	.00	.00	.0
110-480-6560 STATE ASSESSMENTS	.00	90.00	500.00	410.00	18.0
TOTAL MATERIALS & SERVICES	582.30	718.89	3,500.00	2,781.11	20.5
TOTAL MUNICIPAL COURT	1,483.51	7,119.42	14,170.00	7,050.58	50.2
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
110-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	13,668.00	13,668.00	.0
110-800-7120 LOAN PRINCIPAL - SDC FUND LOAN	.00	.00	.00	.00	.0
110-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	18,601.00	18,601.00	.0
110-800-7520 LOAN INTEREST - SDC FUND LOAN	.00	.00	.00	.00	.0
TOTAL DEBT SERVICES	.00	.00	32,269.00	32,269.00	.0
TOTAL DEBT SERVICE	.00	.00	32,269.00	32,269.00	.0
<u>OTHER REQUIREMENTS</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
110-900-9117 TRANSFER TO SDC FUND	.00	.00	.00	.00	.0
110-900-9130 TRANSFER TO WATER FUND	.00	.00	.00	.00	.0
110-900-9140 TRANSFER TO SEWER FUND	.00	.00	.00	.00	.0
110-900-9150 TRANSFER TO EQUIPMENT FUND	.00	6,000.00	6,000.00	.00	100.0
110-900-9590 CONTINGENCY	.00	.00	55,502.00	55,502.00	.0
110-900-9895 RESERVED FOR FUTURE USE - PARK	.00	.00	7,500.00	7,500.00	.0
110-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	6,000.00	69,002.00	63,002.00	8.7
TOTAL OTHER REQUIREMENTS	.00	6,000.00	69,002.00	63,002.00	8.7
TOTAL FUND EXPENDITURES	33,600.63	260,554.78	1,620,225.00	1,359,670.22	16.1
NET REVENUE OVER EXPENDITURES	(20,873.80)	15,765.19	(231,767.00)	(247,532.19)	6.8

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

WATER FUND

ASSETS

230-1110	ALLOCATED CASH	93,742.57	
230-1115	CASH IN BANK - LGIP	88,342.48	
230-1250	DUE FROM OTHER FUNDS	.00	
230-1510	ACCOUNTS RECEIVABLE	27,941.86	
230-1530	GRANTS RECEIVABLE	.00	
230-1540	LOANS RECEIVABLE	.00	
230-1620	INVENTORY	.00	
230-1710	LAND	81,179.00	
230-1720	BUILDINGS & FACILITIES	34,291.00	
230-1730	EQUIPMENT & FURNISHINGS	105,273.63	
230-1740	VEHICLES & ROLLING STOCK	34,066.66	
230-1750	INFRASTRUCTURE	4,238,861.44	
230-1795	CONSTRUCTION IN PROGRESS	.00	
230-1820	AD - BUILDINGS & FACILITIES	(17,891.52)	
230-1830	AD - EQUIPMENT & FURNISHINGS	(71,429.93)	
230-1840	AD - VEHICLES & ROLLING STOCK	(13,373.12)	
230-1850	AD - INFRASTRUCTURE	(2,072,930.26)	
230-1950	DEFERRED OUTFLOWS OF RESOURCES	.00	
	TOTAL ASSETS		2,528,073.81

LIABILITIES AND EQUITY

LIABILITIES

230-2125	ACCOUNTS PAYABLE	.00	
230-2205	WAGES PAYABLE	3,309.32	
230-2210	PAYROLL TAXES PAYABLE	1,361.67	
230-2245	HEALTH INSURANCE PAYABLE	2,148.43	
230-2250	RETIREMENT PAYABLE	1,067.78	
230-2520	UTILITY DEPOSITS	35,560.00	
230-2750	LONG TERM DEBT	940,161.58	
230-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		983,608.78

FUND EQUITY

230-3100	BEGINNING FUND BALANCE	140,327.53	
230-3275	GASB - FIXED ASSETS	2,318,046.90	
230-3277	GASB - LONG TERM DEBT	(940,161.58)	
	REVENUE OVER EXPENDITURES - YTD	26,252.18	
	BALANCE - CURRENT DATE	26,252.18	
	TOTAL FUND EQUITY		1,544,465.03
	TOTAL LIABILITIES AND EQUITY		2,528,073.81

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
230-315-4125	173.95	1,314.18	2,902.00	1,587.82	45.3
	173.95	1,314.18	2,902.00	1,587.82	45.3
<u>GRANT REVENUES</u>					
230-325-4162	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
<u>LICENSES & PERMITS</u>					
230-335-4370	.00	500.00	2,000.00	1,500.00	25.0
	.00	500.00	2,000.00	1,500.00	25.0
<u>CHARGES FOR SERVICE</u>					
230-340-4425	26,249.43	228,260.97	333,048.00	104,787.03	68.5
230-340-4426	.00	.00	500.00	500.00	.0
230-340-4430	.00	.00	2,000.00	2,000.00	.0
230-340-4435	333.48	2,621.86	4,337.00	1,715.14	60.5
230-340-4450	185.00	1,881.56	.00	(1,881.56)	.0
	26,767.91	232,764.39	339,885.00	107,120.61	68.5
<u>SDC REVENUE</u>					
230-345-4531	.00	6,332.50	8,568.00	2,235.50	73.9
	.00	6,332.50	8,568.00	2,235.50	73.9
<u>LOAN PAYMENTS & PROCEEDS</u>					
230-360-4210	.00	.00	.00	.00	.0
230-360-4220	.00	.00	.00	.00	.0
230-360-4225	.00	.00	175,000.00	175,000.00	.0
	.00	.00	175,000.00	175,000.00	.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>REIMBURSEMENT REVENUE</u>						
230-365-4752	REIMBURSEMENT REVENUE	.00	.00	.00	.00	.0
230-365-4790	SVDP PROJECT REIMBURSEMENT	.00	.00	.00	.00	.0
	TOTAL REIMBURSEMENT REVENUE	.00	.00	.00	.00	.0
<u>OTHER REVENUE</u>						
230-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
	TOTAL OTHER REVENUE	.00	.00	.00	.00	.0
<u>MISCELLANEOUS REVENUE</u>						
230-385-4895	MISCELLANEOUS REVENUE	.00	179.91	5,000.00	4,820.09	3.6
	TOTAL MISCELLANEOUS REVENUE	.00	179.91	5,000.00	4,820.09	3.6
<u>TRANSFERS IN</u>						
230-390-4910	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.0
230-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
230-390-4940	TRANSFER FROM SEWER FUND	.00	.00	.00	.00	.0
230-390-4955	TRANSFER FROM DEBT RESERVE FUN	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	26,941.86	241,090.98	533,355.00	292,264.02	45.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
230-490-5110	CITY ADMINISTRATOR	1,906.66	14,299.95	23,796.00	9,496.05 60.1
230-490-5112	FINANCE CLERK	.00	.00	.00	.00 .0
230-490-5114	CITY CLERK	1,761.92	13,172.45	20,613.00	7,440.55 63.9
230-490-5150	PUBLIC WORKS DIRECTOR	2,440.18	18,285.44	28,680.00	10,394.56 63.8
230-490-5152	UTILITY WORKER I	2,656.88	19,319.51	13,923.00 (5,396.51) 138.8
230-490-5154	UTILITY WORKER II	.00	.00	13,923.00	13,923.00 .0
230-490-5156	UTILITY WORKER III	.00	.00	.00	.00 .0
230-490-5158	MAINTENANCE WORKER I	178.39	1,533.26	2,735.00	1,201.74 56.1
230-490-5220	OVERTIME	104.55	1,398.64	6,516.00	5,117.36 21.5
230-490-5315	SOCIAL SECURITY/MEDICARE	692.22	5,202.70	9,882.00	4,679.30 52.7
230-490-5320	WORKER'S COMP	1,029.31	3,107.50	5,934.00	2,826.50 52.4
230-490-5350	UNEMPLOYMENT	.00	.00	8,736.00	8,736.00 .0
230-490-5410	HEALTH INSURANCE	5,322.11	21,309.83	29,720.00	8,410.17 71.7
230-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,560.00	11,012.67	18,996.00	7,983.33 58.0
	TOTAL PERSONAL SERVICES	17,652.22	108,641.95	183,454.00	74,812.05 59.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
230-490-6110	AUDITING	3,900.00	3,900.00	4,419.00	519.00 88.3
230-490-6112	LEGAL SERVICES	.00	.00	500.00	500.00 .0
230-490-6114	FINANCIAL SERVICES	312.00	2,836.75	3,749.00	912.25 75.7
230-490-6116	ENGINEERING SERVICES	362.50	1,705.00	80,000.00	78,295.00 2.1
230-490-6122	IT SERVICES	299.10	2,280.90	5,381.00	3,100.10 42.4
230-490-6128	OTHER CONTRACT SERVICES	70.00	490.00	2,000.00	1,510.00 24.5
230-490-6130	GENERAL CONTRACT SERVICES	.00	.00	.00	.00 .0
230-490-6190	COMPUTER SERV/WARR/CONTRACTS	.00	.00	.00	.00 .0
230-490-6210	INSURANCE & BONDS	.00	5,968.33	6,115.00	146.67 97.6
230-490-6220	PUBLICATIONS, PRINTING & DUES	75.00	304.84	1,000.00	695.16 30.5
230-490-6226	POSTAGE	.00	925.00	1,707.00	782.00 54.2
230-490-6230	OFFICE SUPPLIES/EQUIPMENT	.00	429.16	1,281.00	851.84 33.5
230-490-6234	GENERAL SUPPLIES	122.20	3,702.60	2,699.00	(1,003.60) 137.2
230-490-6238	BANK SERVICE CHARGES	235.23	2,031.51	2,825.00	793.49 71.9
230-490-6240	TRAVEL & TRAINING	.00	156.00	1,500.00	1,344.00 10.4
230-490-6290	MISCELLANEOUS	.00	129.98	1,500.00	1,370.02 8.7
230-490-6320	BUILDING REPAIR & MAINTENANCE	1,260.92	1,260.92	2,500.00	1,239.08 50.4
230-490-6324	EQUIPMENT REPAIR & MAINTENANCE	.00	1,696.35	1,000.00	(696.35) 169.6
230-490-6330	OTHER REPAIR & MAINTENANCE	6,279.52	7,219.95	15,329.00	8,109.05 47.1
230-490-6334	NON-CAPITALIZED ASSETS	.00	3,840.86	1,500.00	(2,340.86) 256.1
230-490-6420	WATER SERVICES	39.24	360.65	1,697.00	1,336.35 21.3
230-490-6425	SEWER SERVICES	60.27	420.13	723.00	302.87 58.1
230-490-6430	ELECTRICITY SERVICES	1,971.84	9,508.37	19,254.00	9,745.63 49.4
230-490-6435	INTERNET SERVICES	70.00	490.00	865.00	375.00 56.7
230-490-6440	TELEPHONE SERVICES	256.65	1,785.09	3,886.00	2,100.91 45.9
230-490-6445	REFUSE SERVICES	20.48	144.84	233.00	88.16 62.2
230-490-6520	PERMITS	.00	.00	.00	.00 .0
230-490-6710	GAS & OIL	117.19	331.14	1,602.00	1,270.86 20.7
230-490-6712	OPERATIONS & SUPPLIES	.00	1,533.41	.00	(1,533.41) .0
230-490-6750	CHEMICALS & LAB SUPPLIES	2,020.15	9,223.44	21,349.00	12,125.56 43.2
230-490-6755	WATER/SEWER ANALYSIS	439.60	2,869.60	2,842.00	(27.60) 101.0
230-490-6758	WATER/SEWER CONNECTION EXPENDI	.00	89.05	.00	(89.05) .0
	TOTAL MATERIALS & SERVICES	17,911.89	65,633.87	187,456.00	121,822.13 35.0
	TOTAL NON-DEPARTMENTAL	35,564.11	174,275.82	370,910.00	196,634.18 47.0

CAPITAL OUTLAY

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
230-700-8320	SOFTWARE	.00	5,925.15	.00 (5,925.15) .0
230-700-8335	EQUIPMENT & FURNISHINGS	.00	.00	.00	.00 .0
230-700-8425	VEHICLES & ROLLING STOCK	.00	.00	.00	.00 .0
230-700-8540	WATER SYSTEMS IMPROVEMTS	.00	.00	175,000.00	175,000.00 .0
230-700-8895	OTHER IMPROVEMENTS	.00	.00	.00	.00 .0
	TOTAL CAPITAL OUTLAY	.00	5,925.15	175,000.00	169,074.85 3.4
	TOTAL CAPITAL OUTLAY	.00	5,925.15	175,000.00	169,074.85 3.4
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
230-800-7110	LOAN PRINCIPAL	.00	15,794.15	15,794.00 (.15) 100.0
230-800-7111	LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	1,367.00	1,367.00 .0
230-800-7122	LOAN PRINCIPAL - SPWF	.00	4,265.31	4,265.00 (.31) 100.0
230-800-7124	LOAN PRINCIPAL - RD	.00	.00	16,093.00	16,093.00 .0
230-800-7510	LOAN INTEREST	.00	1,483.18	1,483.00 (.18) 100.0
230-800-7511	LOAN INTEREST - LIBRARY/CITY	.00	.00	1,860.00	1,860.00 .0
230-800-7522	LOAN INTEREST - SPWF	.00	3,157.19	3,157.00 (.19) 100.0
230-800-7524	LOAN INTEREST - RD	.00	.00	23,292.00	23,292.00 .0
	TOTAL DEBT SERVICES	.00	24,699.83	67,311.00	42,611.17 36.7
	TOTAL DEBT SERVICE	.00	24,699.83	67,311.00	42,611.17 36.7
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
230-900-9117	TRANSFER TO SDC FUND	.00	.00	.00	.00 .0
230-900-9120	TRANSFER TO WATER RESERVE FUND	.00	3,938.00	3,938.00	.00 100.0
230-900-9140	TRANSFER TO SEWER FUND	.00	.00	.00	.00 .0
230-900-9150	TRANSFER TO EQUIPMENT FUND	.00	6,000.00	6,000.00	.00 100.0
230-900-9590	CONTINGENCY	.00	.00	55,311.00	55,311.00 .0
230-900-9893	RESERVED FOR FUTURE USE - WATE	.00	.00	.00	.00 .0
	TOTAL OTHER REQUIREMENTS	.00	9,938.00	65,249.00	55,311.00 15.2
	TOTAL OTHER REQUIREMENTS	.00	9,938.00	65,249.00	55,311.00 15.2

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	35,564.11	214,838.80	678,470.00	463,631.20	31.7
NET REVENUE OVER EXPENDITURES	(8,622.25)	26,252.18	(145,115.00)	(171,367.18)	18.1

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	56,103.62	
240-1115	CASH IN BANK - LGIP	85,964.48	
240-1510	ACCOUNTS RECEIVABLE	32,150.67	
240-1530	GRANTS RECEIVABLE	.00	
240-1540	LOANS RECEIVABLE	.00	
240-1620	INVENTORY	.00	
240-1710	LAND	11,000.00	
240-1720	BUILDINGS & FACILITIES	81,869.40	
240-1730	EQUIPMENT & FURNISHINGS	33,629.38	
240-1740	VEHICLES & ROLLING STOCK	34,063.50	
240-1750	INFRASTRUCTURE	4,708,963.28	
240-1795	CONSTRUCTION IN PROGRESS	.00	
240-1820	AD - BUILDINGS & FACILITIES	(37,397.52)	
240-1830	AD - EQUIPMENT & FURNISHINGS	(17,521.06)	
240-1840	AD - VEHICLES & ROLLING STOCK	(13,372.98)	
240-1850	AD - INFRASTRUCTURE	(2,689,427.31)	
240-1950	DEFERRED OUTFLOWS OF RESOURCES	.00	
	TOTAL ASSETS		2,286,025.46

LIABILITIES AND EQUITY

LIABILITIES

240-2125	ACCOUNTS PAYABLE	.00	
240-2205	WAGES PAYABLE	3,309.21	
240-2210	PAYROLL TAXES PAYABLE	1,361.73	
240-2245	HEALTH INSURANCE PAYABLE	2,148.38	
240-2250	RETIREMENT PAYABLE	1,067.80	
240-2450	DUE TO OTHER FUNDS	.00	
240-2750	LONG TERM DEBT	605,695.56	
240-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		613,582.68

FUND EQUITY

240-3100	BEGINNING FUND BALANCE	176,147.72	
240-3275	GASB - FIXED ASSETS	2,111,806.69	
240-3277	GASB - LONG TERM DEBT	(605,695.56)	
	REVENUE OVER EXPENDITURES - YTD	(9,816.07)	
	BALANCE - CURRENT DATE	(9,816.07)	
	TOTAL FUND EQUITY		1,672,442.78
	TOTAL LIABILITIES AND EQUITY		2,286,025.46

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
240-315-4125 INTEREST EARNED	167.01	1,257.69	3,640.00	2,382.31	34.6
TOTAL INVESTMENT EARNINGS	167.01	1,257.69	3,640.00	2,382.31	34.6
<u>GRANT REVENUES</u>					
240-325-4151 GRANT REVENUE	.00	.00	.00	.00	.0
240-325-4162 CDBG GRANT	.00	.00	.00	.00	.0
TOTAL GRANT REVENUES	.00	.00	.00	.00	.0
<u>LICENSES & PERMITS</u>					
240-335-4354 MISC PERMITS & LICENSES	.00	.00	.00	.00	.0
240-335-4370 WATER/SEWER CONNECTION PERMIT	.00	460.00	920.00	460.00	50.0
TOTAL LICENSES & PERMITS	.00	460.00	920.00	460.00	50.0
<u>CHARGES FOR SERVICE</u>					
240-340-4425 WATER/SEWER SALES	30,691.06	242,809.68	394,156.00	151,346.32	61.6
240-340-4430 WATER/SEWER CONNECTION FEES	.00	.00	.00	.00	.0
240-340-4450 WATER/SEWER PENALTIES	175.00	1,728.62	.00	(1,728.62)	.0
TOTAL CHARGES FOR SERVICE	30,866.06	244,538.30	394,156.00	149,617.70	62.0
<u>SDC REVENUE</u>					
240-345-4541 SEWER REIMBURSEMENT SDC	.00	4,004.64	4,944.00	939.36	81.0
TOTAL SDC REVENUE	.00	4,004.64	4,944.00	939.36	81.0
<u>LOAN PAYMENTS & PROCEEDS</u>					
240-360-4220 INTERIM FINANCING REVENUE	.00	.00	.00	.00	.0
240-360-4225 LOAN PROCEEDS	.00	.00	.00	.00	.0
TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	.00	.00	.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>OTHER REVENUE</u>						
240-370-4824	DONATIONS	.00	.00	.00	.00	.0
240-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
	TOTAL OTHER REVENUE	.00	.00	.00	.00	.0
<u>MISCELLANEOUS REVENUE</u>						
240-385-4895	MISCELLANEOUS REVENUE	.00	85.83	4,500.00	4,414.17	1.9
	TOTAL MISCELLANEOUS REVENUE	.00	85.83	4,500.00	4,414.17	1.9
<u>TRANSFERS IN</u>						
240-390-4910	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.0
240-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
240-390-4921	TRANSFER FROM SEWER RESERVE FU	.00	.00	.00	.00	.0
240-390-4930	TRANSFER FROM WATER FUND	.00	.00	.00	.00	.0
240-390-4955	TRANSFER FROM DEBT RESERVE FUN	.00	12,724.00	12,724.00	.00	100.0
	TOTAL TRANSFERS IN	.00	12,724.00	12,724.00	.00	100.0
	TOTAL FUND REVENUE	31,033.07	263,070.46	420,884.00	157,813.54	62.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
240-490-5110	CITY ADMINISTRATOR	1,906.72	14,300.40	23,796.00	9,495.60 60.1
240-490-5112	FINANCE CLERK	.00	.00	.00	.00 .0
240-490-5114	CITY CLERK	1,761.90	13,172.30	20,613.00	7,440.70 63.9
240-490-5150	PUBLIC WORKS DIRECTOR	2,440.16	18,285.30	28,680.00	10,394.70 63.8
240-490-5152	UTILITY WORKER I	2,656.84	19,319.29	13,923.00 (5,396.29) 138.8
240-490-5154	UTILITY WORKER II	.00	.00	13,923.00	13,923.00 .0
240-490-5156	UTILITY WORKER III	.00	.00	.00	.00 .0
240-490-5158	MAINTENANCE WORKER I	178.39	1,533.26	2,735.00	1,201.74 56.1
240-490-5220	OVERTIME	104.54	1,398.60	6,516.00	5,117.40 21.5
240-490-5315	SOCIAL SECURITY/MEDICARE	692.17	5,202.47	9,882.00	4,679.53 52.7
240-490-5320	WORKER'S COMP	1,029.34	3,107.56	5,934.00	2,826.44 52.4
240-490-5350	UNEMPLOYMENT	.00	.00	8,736.00	8,736.00 .0
240-490-5410	HEALTH INSURANCE	5,322.05	21,309.69	29,720.00	8,410.31 71.7
240-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,559.98	11,012.67	18,996.00	7,983.33 58.0
	TOTAL PERSONAL SERVICES	17,652.09	108,641.54	183,454.00	74,812.46 59.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
240-490-6110	AUDITING	3,900.00	3,900.00	4,419.00	519.00 88.3
240-490-6112	LEGAL SERVICES	.00	.00	500.00	500.00 .0
240-490-6114	FINANCIAL SERVICES	312.00	2,836.75	3,749.00	912.25 75.7
240-490-6116	ENGINEERING SERVICES	.00	3,435.40	100,000.00	96,564.60 3.4
240-490-6122	IT SERVICES	299.10	2,522.37	3,881.00	1,358.63 65.0
240-490-6128	OTHER CONTRACT SERVICES	670.00	2,590.00	3,600.00	1,010.00 71.9
240-490-6130	GENERAL CONTRACT SERVICES	.00	.00	.00	.00 .0
240-490-6190	COMPUTER SERV/WARR/CONTRACTS	.00	.00	.00	.00 .0
240-490-6210	INSURANCE & BONDS	.00	5,968.33	6,115.00	146.67 97.6
240-490-6220	PUBLICATIONS, PRINTING & DUES	.00	229.84	600.00	370.16 38.3
240-490-6226	POSTAGE	.00	925.00	2,000.00	1,075.00 46.3
240-490-6230	OFFICE SUPPLIES/EQUIPMENT	.00	218.19	500.00	281.81 43.6
240-490-6234	GENERAL SUPPLIES	256.43	2,236.28	2,000.00	(236.28) 111.8
240-490-6238	BANK SERVICE CHARGES	235.23	2,031.50	1,498.00	(533.50) 135.6
240-490-6240	TRAVEL & TRAINING	.00	.00	1,500.00	1,500.00 .0
240-490-6290	MISCELLANEOUS	.00	.00	500.00	500.00 .0
240-490-6320	BUILDING REPAIR & MAINTENANCE	60.00	1,510.84	1,000.00	(510.84) 151.1
240-490-6324	EQUIPMENT REPAIR & MAINTENANCE	(2,080.74)	(1,796.28)	5,000.00	6,796.28 (35.9)
240-490-6330	OTHER REPAIR & MAINTENANCE	4,413.29	15,847.89	12,500.00	(3,347.89) 126.8
240-490-6334	NON-CAPITALIZED ASSETS	.00	529.92	1,000.00	470.08 53.0
240-490-6420	WATER SERVICES	2,072.51	14,139.49	11,457.00	(2,682.49) 123.4
240-490-6425	SEWER SERVICES	542.43	3,826.42	6,620.00	2,793.58 57.8
240-490-6430	ELECTRICITY SERVICES	1,998.67	6,450.42	25,068.00	18,617.58 25.7
240-490-6435	INTERNET SERVICES	69.97	350.89	.00	(350.89) .0
240-490-6440	TELEPHONE SERVICES	144.35	1,003.62	1,518.00	514.38 66.1
240-490-6445	REFUSE SERVICES	20.48	144.84	238.00	93.16 60.9
240-490-6520	PERMITS	.00	.00	3,100.00	3,100.00 .0
240-490-6710	GAS & OIL	949.42	1,084.52	1,457.00	372.48 74.4
240-490-6712	OPERATIONS & SUPPLIES	.00	.00	.00	.00 .0
240-490-6750	CHEMICALS & LAB SUPPLIES	2,214.18	6,156.38	14,700.00	8,543.62 41.9
240-490-6755	WATER/SEWER ANALYSIS	1,279.80	6,588.90	10,483.00	3,894.10 62.9
240-490-6758	WATER/SEWER CONNECTION EXPENDI	.00	.00	.00	.00 .0
240-490-6792	REIMBURSABLE EXPENDITURE	.00	.00	.00	.00 .0
	TOTAL MATERIALS & SERVICES	17,357.12	82,731.51	225,003.00	142,271.49 36.8
	TOTAL NON-DEPARTMENTAL	35,009.21	191,373.05	408,457.00	217,083.95 46.9

CAPITAL OUTLAY

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
240-700-8225 BUILDINGS & FACILITIES	(321.00)	5,661.00	.00	(5,661.00)	.0
240-700-8320 SOFTWARE	.00	5,925.15	.00	(5,925.15)	.0
240-700-8335 EQUIPMENT & FURNISHINGS	2,429.00	26,863.92	42,000.00	15,136.08	64.0
240-700-8425 VEHICLES & ROLLING STOCK	.00	.00	.00	.00	.0
240-700-8550 SEWER SYSTEMS	.00	.00	.00	.00	.0
240-700-8890 PROJECTS	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	2,108.00	38,450.07	42,000.00	3,549.93	91.6
TOTAL CAPITAL OUTLAY	2,108.00	38,450.07	42,000.00	3,549.93	91.6
 <u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
240-800-7110 LOAN PRINCIPAL	.00	18,313.00	18,313.00	.00	100.0
240-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	1,367.00	1,367.00	.0
240-800-7122 LOAN PRINCIPAL - SPWF	.00	4,265.31	4,056.00	(209.31)	105.2
240-800-7124 LOAN PRINCIPAL - RD	.00	.00	6,263.00	6,263.00	.0
240-800-7126 LOAN PRINCIPAL - INTERFUND LOA	.00	.00	.00	.00	.0
240-800-7510 LOAN INTEREST	.00	9,752.91	9,573.00	(179.91)	101.9
240-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	1,860.00	1,860.00	.0
240-800-7522 LOAN INTEREST - SPWF	.00	3,157.19	3,367.00	209.81	93.8
240-800-7524 LOAN INTEREST - RD	.00	.00	9,487.00	9,487.00	.0
240-800-7911 INTERIM LOAN RD FINANCING INTE	.00	.00	.00	.00	.0
TOTAL DEBT SERVICES	.00	35,488.41	54,286.00	18,797.59	65.4
TOTAL DEBT SERVICE	.00	35,488.41	54,286.00	18,797.59	65.4
 <u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
240-900-9117 TRANSFER TO SDC FUND	.00	.00	.00	.00	.0
240-900-9121 TRANSFER TO SEWER RESERVE FUND	.00	1,575.00	1,575.00	.00	100.0
240-900-9150 TRANSFER TO EQUIPMENT FUND	.00	6,000.00	6,000.00	.00	100.0
240-900-9590 CONTINGENCY	.00	.00	90,595.00	90,595.00	.0
240-900-9893 RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	7,575.00	98,170.00	90,595.00	7.7
TOTAL OTHER REQUIREMENTS	.00	7,575.00	98,170.00	90,595.00	7.7

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	37,117.21	272,886.53	602,913.00	330,026.47	45.3
NET REVENUE OVER EXPENDITURES	(6,084.14)	(9,816.07)	(182,029.00)	(172,212.93)	(5.4)

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	23,024.33	
312-1115	CASH IN BANK - LGIP	67,555.06	
312-1510	ACCOUNTS RECEIVABLE	.00	
312-1620	INVENTORY	.00	
312-1710	LAND	.00	
312-1720	BUILDINGS & FACILITIES	.00	
312-1730	EQUIPMENT & FURNISHINGS	4,526.20	
312-1740	VEHICLES & ROLLING STOCK	11,299.83	
312-1750	INFRASTRUCTURE	1,248,212.00	
312-1795	CONSTRUCTION IN PROGRESS	.00	
312-1820	AD - BUILDINGS & FACILITIES	.00	
312-1830	AD - EQUIPMENT & FURNISHINGS	(226.31)	
312-1840	AD - VEHICLES & ROLLING STOCK	(564.99)	
312-1850	AD - INFRASTRUCTURE	(345,520.97)	
	TOTAL ASSETS		<u>1,008,305.15</u>

LIABILITIES AND EQUITY

LIABILITIES

312-2125	ACCOUNTS PAYABLE	.00	
312-2205	WAGES PAYABLE	341.98	
312-2210	PAYROLL TAXES PAYABLE	153.63	
312-2245	HEALTH INSURANCE PAYABLE	200.12	
312-2250	RETIREMENT PAYABLE	113.31	
	TOTAL LIABILITIES		809.04

FUND EQUITY

312-3100	BEGINNING FUND BALANCE	90,839.13	
312-3275	GASB - FIXED ASSETS	917,725.76	
	REVENUE OVER EXPENDITURES - YTD	(1,068.78)	
	BALANCE - CURRENT DATE	(1,068.78)	
	TOTAL FUND EQUITY		<u>1,007,496.11</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,008,305.15</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
312-315-4125 INTEREST EARNED	130.01	982.81	2,045.00	1,062.19	48.1
TOTAL INVESTMENT EARNINGS	130.01	982.81	2,045.00	1,062.19	48.1
<u>INTERGOVERNMENTAL</u>					
312-320-4140 LANE COUNTY DISTRIBUTIONS	.00	.00	.00	.00	.0
312-320-4142 STATE DISTRIBUTIONS	6,805.36	46,826.43	79,288.00	32,461.57	59.1
TOTAL INTERGOVERNMENTAL	6,805.36	46,826.43	79,288.00	32,461.57	59.1
<u>GRANT REVENUES</u>					
312-325-4151 GRANT REVENUE	.00	.00	150,000.00	150,000.00	.0
TOTAL GRANT REVENUES	.00	.00	150,000.00	150,000.00	.0
<u>SDC REVENUE</u>					
312-345-4513 TRANSPORTATION REIMBURSEMENT S	.00	1,560.00	1,605.00	45.00	97.2
TOTAL SDC REVENUE	.00	1,560.00	1,605.00	45.00	97.2
<u>LOAN PAYMENTS & PROCEEDS</u>					
312-360-4210 PRINCIPAL PAYMENTS RECEIVED	.00	.00	.00	.00	.0
312-360-4215 INTEREST PAYMENTS RECEIVED	.00	.00	.00	.00	.0
312-360-4225 LOAN PROCEEDS	.00	.00	268,042.00	268,042.00	.0
TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	268,042.00	268,042.00	.0
<u>REIMBURSEMENT REVENUE</u>					
312-365-4752 REIMBURSEMENT REVENUE	.00	.00	.00	.00	.0
312-365-4791 SVDP PROJECT REVENUE	.00	.00	.00	.00	.0
TOTAL REIMBURSEMENT REVENUE	.00	.00	.00	.00	.0
<u>OTHER REVENUE</u>					
312-370-4849 CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
TOTAL OTHER REVENUE	.00	.00	.00	.00	.0

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2020

STREET FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>MISCELLANEOUS REVENUE</u>						
312-385-4895	MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	6,935.37	49,369.24	500,980.00	451,610.76	9.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110	346.66	2,599.95	4,326.00	1,726.05	60.1
312-490-5112	.00	.00	.00	.00	.0
312-490-5150	287.08	2,151.23	3,374.00	1,222.77	63.8
312-490-5152	312.57	2,272.90	1,638.00	(634.90)	138.8
312-490-5154	.00	.00	1,638.00	1,638.00	.0
312-490-5156	.00	.00	.00	.00	.0
312-490-5158	.00	.00	.00	.00	.0
312-490-5220	12.30	151.08	676.00	524.92	22.4
312-490-5315	73.33	548.92	1,045.00	496.08	52.5
312-490-5320	237.09	713.28	673.00	(40.28)	106.0
312-490-5350	.00	.00	913.00	913.00	.0
312-490-5410	599.97	1,968.38	2,877.00	908.62	68.4
312-490-5450	165.28	1,153.34	2,009.00	855.66	57.4
312-490-5910	.00	.00	.00	.00	.0
TOTAL PERSONAL SERVICES	2,034.28	11,559.08	19,169.00	7,609.92	60.3
<u>MATERIALS & SERVICES</u>					
312-490-6110	1,300.00	1,300.00	1,473.00	173.00	88.3
312-490-6114	104.00	945.58	1,250.00	304.42	75.7
312-490-6116	.00	132.10	1,000.00	867.90	13.2
312-490-6122	99.70	784.30	1,342.00	557.70	58.4
312-490-6128	1,248.58	3,576.08	12,772.00	9,195.92	28.0
312-490-6210	.00	1,989.44	2,038.00	48.56	97.6
312-490-6234	.00	169.50	150.00	(19.50)	113.0
312-490-6290	.00	.00	500.00	500.00	.0
312-490-6324	.00	133.73	500.00	366.27	26.8
312-490-6330	.00	.00	10,000.00	10,000.00	.0
312-490-6334	4,998.00	4,998.00	500.00	(4,498.00)	999.6
312-490-6430	955.29	6,087.17	20,363.00	14,275.83	29.9
312-490-6720	1,118.40	2,304.20	.00	(2,304.20)	.0
312-490-6724	.00	3,865.05	500.00	(3,365.05)	773.0
312-490-6726	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	9,823.97	26,285.15	52,388.00	26,102.85	50.2
TOTAL NON-DEPARTMENTAL	11,858.25	37,844.23	71,557.00	33,712.77	52.9
<u>CAPITAL OUTLAY</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
312-700-8320 SOFTWARE	.00	179.55	.00	(179.55)	.0
312-700-8335 EQUIPMENT & FURNISHINGS	.00	.00	.00	.00	.0
312-700-8425 VEHICLES & ROLLING STOCK	.00	.00	.00	.00	.0
312-700-8530 STREET IMPROVEMENTS	.00	8,414.24	438,042.00	429,627.76	1.9
312-700-8532 SIGNAGE	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	.00	8,593.79	438,042.00	429,448.21	2.0
TOTAL CAPITAL OUTLAY	.00	8,593.79	438,042.00	429,448.21	2.0
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
312-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	683.00	683.00	.0
312-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	930.00	930.00	.0
TOTAL DEBT SERVICES	.00	.00	1,613.00	1,613.00	.0
TOTAL DEBT SERVICE	.00	.00	1,613.00	1,613.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
312-900-9150 TRANSFER TO EQUIPMENT FUND	.00	4,000.00	4,000.00	.00	100.0
312-900-9590 CONTINGENCY	.00	.00	85,427.00	85,427.00	.0
312-900-9898 RESERVED FOR FUTURE USE - STRE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	4,000.00	89,427.00	85,427.00	4.5
TOTAL OTHER REQUIREMENTS	.00	4,000.00	89,427.00	85,427.00	4.5
TOTAL FUND EXPENDITURES	11,858.25	50,438.02	600,639.00	550,200.98	8.4
NET REVENUE OVER EXPENDITURES	(4,922.88)	(1,068.78)	(99,659.00)	(98,590.22)	(1.1)

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

BLACKBERRY JAM FUND

<u>ASSETS</u>			
314-1110	ALLOCATED CASH	13,013.57	
314-1116	CASH IN BANK - BBJ CHECKING	.00	
314-1117	BLACKBERRY JAM CD	.00	
314-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>13,013.57</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
314-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
314-3100	BEGINNING FUND BALANCE	16,392.43	
	REVENUE OVER EXPENDITURES - YTD	(3,378.86)	
	BALANCE - CURRENT DATE	(3,378.86)	
	TOTAL FUND EQUITY		<u>13,013.57</u>
	TOTAL LIABILITIES AND EQUITY		<u>13,013.57</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.78	5.07	291.00	285.93	1.7
TOTAL INVESTMENT EARNINGS	.78	5.07	291.00	285.93	1.7
<u>OTHER REVENUE</u>					
314-370-4824 BBJ DONATIONS	.00	30.00	.00	(30.00)	.0
314-370-4849 CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
TOTAL OTHER REVENUE	.00	30.00	.00	(30.00)	.0
<u>FUNDRAISING & EVENT REVENUE</u>					
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	.00	1,675.00	3,000.00	1,325.00	55.8
314-380-4862 FOOD BOOTH SALES	.00	590.00	1,200.00	610.00	49.2
314-380-4863 BEER GARDEN	.00	.00	3,000.00	3,000.00	.0
314-380-4864 JAM SALES	30.00	1,545.00	1,500.00	(45.00)	103.0
314-380-4866 QUILT RAFFLE SALES	.00	3,373.00	4,000.00	627.00	84.3
314-380-4868 PROGRAM AD SALES	.00	1,545.00	2,750.00	1,205.00	56.2
314-380-4870 SPONSORSHIP REVENUE	.00	750.00	4,000.00	3,250.00	18.8
314-380-4872 PIE SALES	.00	.00	.00	.00	.0
314-380-4874 50/50 RAFFLE SALES	.00	.00	.00	.00	.0
314-380-4876 5K RACE REVENUE	.00	.00	1,100.00	1,100.00	.0
314-380-4878 CAR SHOW REVENUE	.00	3,445.00	3,500.00	55.00	98.4
314-380-4880 FISHING DERBY REVENUE	.00	200.00	440.00	240.00	45.5
314-380-4882 HORSESHOE TOURNNEY REVENUE	.00	145.00	100.00	(45.00)	145.0
314-380-4884 KIDZ KORNER REVENUE	.00	726.35	1,000.00	273.65	72.6
314-380-4886 PIE EATING CONTEST REVENUE	.00	124.00	100.00	(24.00)	124.0
314-380-4888 RC FLYERS REVENUE	.00	.00	.00	.00	.0
314-380-4889 BBJ FESTIVAL OTHER REVENUE	.00	.00	.00	.00	.0
TOTAL FUNDRAISING & EVENT REVENUE	30.00	14,118.35	25,690.00	11,571.65	55.0
<u>MISCELLANEOUS REVENUE</u>					
314-385-4895 MISCELLANEOUS REVENUE	.00	101.00	500.00	399.00	20.2
TOTAL MISCELLANEOUS REVENUE	.00	101.00	500.00	399.00	20.2
TOTAL FUND REVENUE	30.78	14,254.42	26,481.00	12,226.58	53.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
314-490-6118	.00	1,220.00	1,500.00	280.00	81.3
314-490-6122	43.92	321.56	450.00	128.44	71.5
314-490-6220	.00	.00	1,200.00	1,200.00	.0
314-490-6224	.00	1,376.27	1,500.00	123.73	91.8
314-490-6226	.00	.00	50.00	50.00	.0
314-490-6238	.00	25.92	.00	(25.92)	.0
314-490-6290	.00	2,289.54	2,000.00	(289.54)	114.5
314-490-6440	.00	.00	200.00	200.00	.0
314-490-6445	.00	.00	1,000.00	1,000.00	.0
314-490-6705	195.00	595.00	1,000.00	405.00	59.5
314-490-6714	.00	.00	.00	.00	.0
314-490-6810	.00	26.85	750.00	723.15	3.6
314-490-6812	.00	150.00	100.00	(50.00)	150.0
314-490-6813	.00	.00	1,500.00	1,500.00	.0
314-490-6814	.00	486.00	750.00	264.00	64.8
314-490-6816	.00	2,770.00	4,000.00	1,230.00	69.3
314-490-6820	.00	.00	.00	.00	.0
314-490-6822	.00	.00	.00	.00	.0
314-490-6850	.00	.00	600.00	600.00	.0
314-490-6852	.00	3,748.42	4,000.00	251.58	93.7
314-490-6854	.00	200.00	440.00	240.00	45.5
314-490-6856	.00	.00	50.00	50.00	.0
314-490-6858	.00	380.00	1,000.00	620.00	38.0
314-490-6860	.00	283.72	200.00	(83.72)	141.9
314-490-6862	.00	.00	100.00	100.00	.0
314-490-6864	.00	3,760.00	4,000.00	240.00	94.0
TOTAL MATERIALS & SERVICES	238.92	17,633.28	26,390.00	8,756.72	66.8
TOTAL NON-DEPARTMENTAL	238.92	17,633.28	26,390.00	8,756.72	66.8
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
314-900-9110	.00	.00	.00	.00	.0
314-900-9590	.00	.00	14,613.00	14,613.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	14,613.00	14,613.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	14,613.00	14,613.00	.0

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	238.92	17,633.28	41,003.00	23,369.72	43.0
NET REVENUE OVER EXPENDITURES	(208.14)	(3,378.86)	(14,522.00)	(11,143.14)	(23.3)

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

PARKS SDC FUND

<u>ASSETS</u>			
410-1110	ALLOCATED CASH	13,614.50	
410-1115	CASH IN BANK - LGIP	38,475.86	
410-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>52,090.36</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
410-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
410-3100	BEGINNING FUND BALANCE	45,622.34	
410-3350	CURRENT YEAR CHANGE IN FUND BA	.00	
410-3400	ENDING FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	<u>6,468.02</u>	
	BALANCE - CURRENT DATE		<u>6,468.02</u>
	TOTAL FUND EQUITY		<u>52,090.36</u>
	TOTAL LIABILITIES AND EQUITY		<u>52,090.36</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
410-315-4125 INTEREST EARNED	73.99	558.02	1,163.00	604.98	48.0
TOTAL INVESTMENT EARNINGS	73.99	558.02	1,163.00	604.98	48.0
<u>SDC REVENUE</u>					
410-345-4510 PARK SDC FEES	.00	5,910.00	7,880.00	1,970.00	75.0
410-345-4511 PARKS REIMBURSEMENT SDC	.00	.00	.00	.00	.0
TOTAL SDC REVENUE	.00	5,910.00	7,880.00	1,970.00	75.0
<u>TRANSFERS IN</u>					
410-390-4917 TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	73.99	6,468.02	9,043.00	2,574.98	71.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
410-490-6714 MATERIALS & SERVICES	.00	.00	10,000.00	10,000.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	10,000.00	10,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	10,000.00	10,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
410-700-8520 PARKS IMPROVEMENTS	.00	.00	45,556.00	45,556.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	45,556.00	45,556.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	45,556.00	45,556.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
410-900-9895 RESERVED FOR FUTURE USE - PARK	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	.00	.00	55,556.00	55,556.00	.0
NET REVENUE OVER EXPENDITURES	73.99	6,468.02	(46,513.00)	(52,981.02)	13.9

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

STREETS SDC FUND

<u>ASSETS</u>		
412-1110	ALLOCATED CASH	17,319.04
412-1115	CASH IN BANK - LGIP	28,594.01
412-1610	ACCOUNTS RECEIVABLE	.00
	TOTAL ASSETS	<u>45,913.05</u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
412-2225	ACCOUNTS PAYABLE	.00
	TOTAL LIABILITIES	.00
<u>FUND EQUITY</u>		
412-3100	BEGINNING FUND BALANCE	36,616.57
412-3350	CURRENT YEAR CHANGE IN FUND BA	.00
412-3400	ENDING FUND BALANCE	.00
	REVENUE OVER EXPENDITURES - YTD	<u>9,296.48</u>
	BALANCE - CURRENT DATE	<u>9,296.48</u>
	TOTAL FUND EQUITY	<u>45,913.05</u>
	TOTAL LIABILITIES AND EQUITY	<u>45,913.05</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
412-315-4125 INTEREST EARNED	55.42	416.48	712.00	295.52	58.5
TOTAL INVESTMENT EARNINGS	55.42	416.48	712.00	295.52	58.5
<u>SDC REVENUE</u>					
412-345-4512 TRANSPORTATION SDC	.00	8,880.00	4,736.00	(4,144.00)	187.5
TOTAL SDC REVENUE	.00	8,880.00	4,736.00	(4,144.00)	187.5
<u>TRANSFERS IN</u>					
412-390-4917 TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	55.42	9,296.48	5,448.00	(3,848.48)	170.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
412-490-6128 OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
412-490-6714 MATERIALS & SERVICES	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
412-700-8530 STREET IMPROVEMENTS	.00	.00	31,951.00	31,951.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	31,951.00	31,951.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	31,951.00	31,951.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
412-900-9898 RESERVED FOR FUTURE USE - STRE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	.00	.00	33,951.00	33,951.00	.0
NET REVENUE OVER EXPENDITURES	55.42	9,296.48	(28,503.00)	(37,799.48)	32.6

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

SDC FUND

<u>ASSETS</u>			
417-1110	ALLOCATED CASH	.00	
417-1115	CASH IN BANK - LGIP	.00	
417-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		.00
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
417-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
417-3100	BEGINNING FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	.00	
	BALANCE - CURRENT DATE	.00	
	TOTAL FUND EQUITY		.00
	TOTAL LIABILITIES AND EQUITY		.00

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
417-315-4125 INTEREST EARNED	.00	.00	.00	.00	.0
TOTAL INVESTMENT EARNINGS	.00	.00	.00	.00	.0
<u>SDC REVENUE</u>					
417-345-4510 PARK SDC FEES	.00	.00	.00	.00	.0
417-345-4511 PARKS REIMBURSEMENT SDC	.00	.00	.00	.00	.0
417-345-4512 TRANSPORTATION SDC	.00	.00	.00	.00	.0
417-345-4530 WATER SDC	.00	.00	.00	.00	.0
417-345-4540 SEWER SDC	.00	.00	.00	.00	.0
417-345-4545 STORM DRAINAGE SDC	.00	.00	.00	.00	.0
TOTAL SDC REVENUE	.00	.00	.00	.00	.0
<u>LOAN PAYMENTS & PROCEEDS</u>					
417-360-4210 INTERFUND LOAN PRINCIPLE FROM	.00	.00	.00	.00	.0
TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	.00	.00	.0
<u>TRANSFERS IN</u>					
417-390-4910 TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.0
417-390-4912 TRANSFER FROM STREET FUND	.00	.00	.00	.00	.0
417-390-4930 TRANSFER FROM WATER FUND	.00	.00	.00	.00	.0
417-390-4940 TRANSFER FROM SEWER FUND	.00	.00	.00	.00	.0
TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	.00	.00	.00	.00	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>CAPITAL OUTLAY</u>						
<u>CAPITAL OUTLAY</u>						
417-700-8520	PARKS IMPROVEMENTS	.00	.00	.00	.00	.0
417-700-8530	STREET IMPROVEMENTS	.00	.00	.00	.00	.0
417-700-8540	WATER SYSTEMS IMPROVEMTS	.00	.00	.00	.00	.0
417-700-8550	SEWER SYSTEMS	.00	.00	.00	.00	.0
417-700-8560	STORMWATER IMPROVEMENTS	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY		.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY		.00	.00	.00	.00	.0
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
417-900-9110	TRANSFER TO PARKS SDC FUND	.00	.00	.00	.00	.0
417-900-9112	TRANSFER TO STREETS SDC FUND	.00	.00	.00	.00	.0
417-900-9130	TRANSFER TO WATER SDC FUND	.00	.00	.00	.00	.0
417-900-9140	TRANSFER TO SEWER SDC FUND	.00	.00	.00	.00	.0
417-900-9145	TRANSFER TO STORMWATER SDC FUN	.00	.00	.00	.00	.0
417-900-9155	TRANSFER TO DEBT RESERVE FUND	.00	.00	.00	.00	.0
417-900-9893	RESERVED FOR FUTURE USE - WATE	.00	.00	.00	.00	.0
417-900-9895	RESERVED FOR FUTURE USE - PARK	.00	.00	.00	.00	.0
417-900-9896	RESERVED FOR FUTURE USE - STOR	.00	.00	.00	.00	.0
417-900-9897	RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
417-900-9898	RESERVED FOR FUTURE USE - STRE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES		.00	.00	.00	.00	.0
NET REVENUE OVER EXPENDITURES		.00	.00	.00	.00	.0

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

WATER SDC FUND

<u>ASSETS</u>		
430-1110	ALLOCATED CASH	37,019.26
430-1115	CASH IN BANK - LGIP	264,819.48
430-1610	ACCOUNTS RECEIVABLE	.00
	TOTAL ASSETS	<u>301,838.74</u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
430-2225	ACCOUNTS PAYABLE	.00
	TOTAL LIABILITIES	.00
<u>FUND EQUITY</u>		
430-3100	BEGINNING FUND BALANCE	265,465.41
430-3350	CURRENT YEAR CHANGE IN FUND BA	.00
430-3400	ENDING FUND BALANCE	.00
	REVENUE OVER EXPENDITURES - YTD	<u>36,373.33</u>
	BALANCE - CURRENT DATE	<u>36,373.33</u>
	TOTAL FUND EQUITY	<u>301,838.74</u>
	TOTAL LIABILITIES AND EQUITY	<u>301,838.74</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
430-315-4125 INTEREST EARNED	505.90	3,818.33	5,987.00	2,168.67	63.8
TOTAL INVESTMENT EARNINGS	505.90	3,818.33	5,987.00	2,168.67	63.8
<u>SDC REVENUE</u>					
430-345-4530 WATER SDC	.00	32,555.00	30,640.00	(1,915.00)	106.3
TOTAL SDC REVENUE	.00	32,555.00	30,640.00	(1,915.00)	106.3
<u>TRANSFERS IN</u>					
430-390-4917 TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	505.90	36,373.33	36,627.00	253.67	99.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
430-490-6128 OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
430-490-6714 MATERIALS & SERVICES	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
430-700-8540 WATER SYSTEMS IMPROVEMTS	.00	.00	274,087.00	274,087.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	274,087.00	274,087.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	274,087.00	274,087.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
430-900-9893 RESERVED FOR FUTURE USE - WATE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	.00	.00	276,087.00	276,087.00	.0
NET REVENUE OVER EXPENDITURES	505.90	36,373.33	(239,460.00)	(275,833.33)	15.2

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

SEWER SDC FUND

<u>ASSETS</u>		
440-1110	ALLOCATED CASH	16,050.09
440-1115	CASH IN BANK - LGIP	120,647.80
440-1610	ACCOUNTS RECEIVABLE	.00
	TOTAL ASSETS	<u>136,697.89</u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
440-2225	ACCOUNTS PAYABLE	.00
	TOTAL LIABILITIES	.00
<u>FUND EQUITY</u>		
440-3100	BEGINNING FUND BALANCE	128,016.68
440-3350	CURRENT YEAR CHANGE IN FUND BA	.00
440-3400	ENDING FUND BALANCE	.00
	REVENUE OVER EXPENDITURES - YTD	<u>8,681.21</u>
	BALANCE - CURRENT DATE	<u>8,681.21</u>
	TOTAL FUND EQUITY	<u>136,697.89</u>
	TOTAL LIABILITIES AND EQUITY	<u>136,697.89</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
440-315-4125 INTEREST EARNED	230.43	1,741.13	3,185.00	1,443.87	54.7
TOTAL INVESTMENT EARNINGS	230.43	1,741.13	3,185.00	1,443.87	54.7
<u>SDC REVENUE</u>					
440-345-4540 SEWER SDC	.00	6,940.08	8,568.00	1,627.92	81.0
TOTAL SDC REVENUE	.00	6,940.08	8,568.00	1,627.92	81.0
<u>TRANSFERS IN</u>					
440-390-4917 TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	230.43	8,681.21	11,753.00	3,071.79	73.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
440-490-6128 OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
440-490-6714 MATERIALS & SERVICES	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
440-700-8550 SEWER SYSTEMS	.00	.00	137,136.00	137,136.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	137,136.00	137,136.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	137,136.00	137,136.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
440-900-9897 RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	.00	.00	139,136.00	139,136.00	.0
NET REVENUE OVER EXPENDITURES	230.43	8,681.21	(127,383.00)	(136,064.21)	6.8

CITY OF LOWELL
BALANCE SHEET
JANUARY 31, 2020

STORMWATER SDC FUND

<u>ASSETS</u>		
445-1110	ALLOCATED CASH	17,810.66
445-1115	CASH IN BANK - LGIP	25,609.84
445-1610	ACCOUNTS RECEIVABLE	.00
	TOTAL ASSETS	<u>43,420.50</u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
445-2225	ACCOUNTS PAYABLE	.00
	TOTAL LIABILITIES	.00
<u>FUND EQUITY</u>		
445-3100	BEGINNING FUND BALANCE	33,378.55
445-3350	CURRENT YEAR CHANGE IN FUND BA	.00
445-3400	ENDING FUND BALANCE	.00
	REVENUE OVER EXPENDITURES - YTD	<u>10,041.95</u>
	BALANCE - CURRENT DATE	<u>10,041.95</u>
	TOTAL FUND EQUITY	<u>43,420.50</u>
	TOTAL LIABILITIES AND EQUITY	<u>43,420.50</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
445-315-4125 INTEREST EARNED	49.77	373.55	758.00	384.45	49.3
TOTAL INVESTMENT EARNINGS	49.77	373.55	758.00	384.45	49.3
<u>SDC REVENUE</u>					
445-345-4545 STORM DRAINAGE SDC	.00	9,668.40	5,384.00	(4,284.40)	179.6
TOTAL SDC REVENUE	.00	9,668.40	5,384.00	(4,284.40)	179.6
<u>TRANSFERS IN</u>					
445-390-4917 TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	49.77	10,041.95	6,142.00	(3,899.95)	163.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
445-490-6128 OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
445-490-6714 MATERIALS & SERVICES	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
445-700-8560 STORMWATER IMPROVEMENTS	.00	.00	34,475.00	34,475.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	34,475.00	34,475.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	34,475.00	34,475.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
445-900-9897 RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	.00	.00	36,475.00	36,475.00	.0
NET REVENUE OVER EXPENDITURES	49.77	10,041.95	(30,333.00)	(40,374.95)	33.1

CITY OF LOWELL
BALANCE SHEET
JANUARY 31, 2020

WATER RESERVE FUND

<u>ASSETS</u>			
520-1110	ALLOCATED CASH	23,638.71	
520-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>23,638.71</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
520-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
520-3100	BEGINNING FUND BALANCE	19,691.87	
	REVENUE OVER EXPENDITURES - YTD	<u>3,946.84</u>	
	BALANCE - CURRENT DATE	<u>3,946.84</u>	
	TOTAL FUND EQUITY		<u>23,638.71</u>
	TOTAL LIABILITIES AND EQUITY		<u>23,638.71</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
520-315-4125 INTEREST EARNED	1.41	8.84	.00	(8.84)	.0
TOTAL INVESTMENT EARNINGS	1.41	8.84	.00	(8.84)	.0
<u>TRANSFERS IN</u>					
520-390-4930 TRANSFER FROM WATER FUND	.00	3,938.00	3,938.00	.00	100.0
TOTAL TRANSFERS IN	.00	3,938.00	3,938.00	.00	100.0
TOTAL FUND REVENUE	1.41	3,946.84	3,938.00	(8.84)	100.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
520-900-9130	TRANSFER TO WATER FUND	.00	.00	.00	.00	.0
520-900-9892	RESERVED FOR WATER BOND PYMT	.00	.00	23,628.00	23,628.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	23,628.00	23,628.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	23,628.00	23,628.00	.0
TOTAL FUND EXPENDITURES		.00	.00	23,628.00	23,628.00	.0
NET REVENUE OVER EXPENDITURES		1.41	3,946.84	(19,690.00)	(23,636.84)	20.0

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

SEWER RESERVE FUND

<u>ASSETS</u>			
521-1110	ALLOCATED CASH	9,824.43	
521-1510	ACCOUNTS RECEIVABLE	.00	
		<hr/>	
	TOTAL ASSETS		<u>9,824.43</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
521-2125	ACCOUNTS PAYABLE	.00	
		<hr/>	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
521-3100	BEGINNING FUND BALANCE	8,245.73	
	REVENUE OVER EXPENDITURES - YTD	<u>1,578.70</u>	
	BALANCE - CURRENT DATE	<hr/>	
	TOTAL FUND EQUITY		<u>9,824.43</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>9,824.43</u></u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
521-315-4125	INTEREST EARNED	.59	3.70	.00	(3.70)	.0
	TOTAL INVESTMENT EARNINGS	.59	3.70	.00	(3.70)	.0
<u>TRANSFERS IN</u>						
521-390-4940	TRANSFER FROM SEWER FUND	.00	1,575.00	1,575.00	.00	100.0
	TOTAL TRANSFERS IN	.00	1,575.00	1,575.00	.00	100.0
	TOTAL FUND REVENUE	.59	1,578.70	1,575.00	(3.70)	100.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
521-900-9140	TRANSFER TO SEWER FUND	.00	.00	.00	.00	.0
521-900-9892	RESERVED FOR SEWER BOND PYMT	.00	.00	9,820.00	9,820.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	9,820.00	9,820.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	9,820.00	9,820.00	.0
TOTAL FUND EXPENDITURES		.00	.00	9,820.00	9,820.00	.0
NET REVENUE OVER EXPENDITURES		.59	1,578.70	(8,245.00)	(9,823.70)	19.2

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

EQUIPMENT FUND

<u>ASSETS</u>			
550-1110	ALLOCATED CASH	22,177.20	
550-1510	ACCOUNTS RECEIVABLE	.00	
		<hr/>	
	TOTAL ASSETS		<u>22,177.20</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
550-2125	ACCOUNTS PAYABLE	.00	
		<hr/>	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
550-3100	BEGINNING FUND BALANCE	173.86	
	REVENUE OVER EXPENDITURES - YTD	22,003.34	
		<hr/>	
	BALANCE - CURRENT DATE	22,003.34	
		<hr/>	
	TOTAL FUND EQUITY		<u>22,177.20</u>
	TOTAL LIABILITIES AND EQUITY		<u>22,177.20</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

EQUIPMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
550-315-4125 INTEREST EARNED	1.32	3.34	.00	(3.34)	.0
TOTAL INVESTMENT EARNINGS	1.32	3.34	.00	(3.34)	.0
<u>OTHER REVENUE</u>					
550-370-4849 CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
TOTAL OTHER REVENUE	.00	.00	.00	.00	.0
<u>TRANSFERS IN</u>					
550-390-4910 TRANSFER FROM GENERAL FUND	.00	6,000.00	6,000.00	.00	100.0
550-390-4912 TRANSFER FROM STREET FUND	.00	4,000.00	4,000.00	.00	100.0
550-390-4930 TRANSFER FROM WATER FUND	.00	6,000.00	6,000.00	.00	100.0
550-390-4940 TRANSFER FROM SEWER FUND	.00	6,000.00	6,000.00	.00	100.0
TOTAL TRANSFERS IN	.00	22,000.00	22,000.00	.00	100.0
TOTAL FUND REVENUE	1.32	22,003.34	22,000.00	(3.34)	100.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

EQUIPMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
550-700-8425 VEHICLES & ROLLING STOCK	.00	.00	22,035.00	22,035.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	22,035.00	22,035.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	22,035.00	22,035.00	.0
 <u>OTHER REQUIREMENTS</u>					
 <u>OTHER REQUIREMENTS</u>					
550-900-9110 TRANSFER TO GENERAL FUND	.00	.00	.00	.00	.0
550-900-9112 TRANSFER TO STREET FUND	.00	.00	.00	.00	.0
550-900-9130 TRANSFER TO WATER FUND	.00	.00	.00	.00	.0
550-900-9140 TRANSFER TO SEWER FUND	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	.00	.00	22,035.00	22,035.00	.0
NET REVENUE OVER EXPENDITURES	1.32	22,003.34	(35.00)	(22,038.34)	62866.

CITY OF LOWELL
 BALANCE SHEET
 JANUARY 31, 2020

DEBT RESERVE FUND

<u>ASSETS</u>			
555-1110	ALLOCATED CASH		.00
555-1115	CASH IN BANK - LGIP		133.38
555-1510	ACCOUNTS RECEIVABLE		.00
			<hr/>
	TOTAL ASSETS		133.38
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
555-2125	ACCOUNTS PAYABLE		.00
			<hr/>
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
555-3100	BEGINNING FUND BALANCE		12,838.57
	REVENUE OVER EXPENDITURES - YTD	(12,705.19)	
		<hr/>	
	BALANCE - CURRENT DATE	(12,705.19)	
		<hr/>	
	TOTAL FUND EQUITY		133.38
			<hr/>
	TOTAL LIABILITIES AND EQUITY		133.38
			<hr/> <hr/>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2020

DEBT RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
555-315-4125 INTEREST EARNED	.25	18.81	.00	(18.81)	.0
TOTAL INVESTMENT EARNINGS	.25	18.81	.00	(18.81)	.0
<u>TRANSFERS IN</u>					
555-390-4917 TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	.25	18.81	.00	(18.81)	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2020

DEBT RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
555-900-9130	TRANSFER TO WATER FUND	.00	.00	.00	.00 .0
555-900-9140	TRANSFER TO SEWER FUND	.00	12,724.00	12,724.00	.00 100.0
555-900-9893	RESERVED FOR FUTURE USE - WATE	.00	.00	.00	.00 .0
555-900-9897	RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00 .0
TOTAL OTHER REQUIREMENTS		.00	12,724.00	12,724.00	.00 100.0
TOTAL OTHER REQUIREMENTS		.00	12,724.00	12,724.00	.00 100.0
TOTAL FUND EXPENDITURES		.00	12,724.00	12,724.00	.00 100.0
NET REVENUE OVER EXPENDITURES		.25	(12,705.19)	(12,724.00)	(18.81) (99.9)

Report Criteria:

Report type: GL detail
 Check.Type = {<>} "Adjustment"

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
15743								
15743	Banner Bank	021220	1	Onebox	314-490-6122	.00	15.05	15.05
15743	Banner Bank	021220	2	building permit	110-440-6524	.00	84.00	84.00
15743	Banner Bank	021220	3	PosterGuard	110-410-6234	.00	72.94	72.94
15743	Banner Bank	021220	4	Office Licenses	110-410-6122	.00	100.00	100.00
15743	Banner Bank	021220	5	Office Equipment	110-410-6334	.00	299.00	299.00
15743	Banner Bank	021220	6	Salt	230-490-6750	.00	53.73	53.73
15743	Banner Bank	021220	7	Tools	230-490-6234	.00	189.98	189.98
Total 15743:						.00		814.70
15744								
15744	Bridge Town Market	01072920	1	Fuel	230-490-6710	.00	96.25	96.25
15744	Bridge Town Market	01072920	2	General supplies	230-490-6234	.00	5.25	5.25
15744	Bridge Town Market	01072920	3	Fuel	240-490-6710	.00	55.92	55.92
15744	Bridge Town Market	01072920	4	General supplies	240-490-6234	.00	11.64	11.64
15744	Bridge Town Market	01072920	5	Fuel	110-420-6710	.00	114.01	114.01
Total 15744:						.00		283.07
15745								
15745	Calvary Open Bible	020620	1	Deposit Refund	110-2525	.00	200.00	200.00
Total 15745:						.00		200.00
15746								
15746	Caselle	100462	1	Contract Support and Maintenanc	312-490-6122	.00	102.20	102.20
15746	Caselle	100462	2	Contract Support and Maintenanc	240-490-6122	.00	306.60	306.60
15746	Caselle	100462	3	Contract Support and Maintenanc	230-490-6122	.00	306.60	306.60
15746	Caselle	100462	4	Contract Support and Maintenanc	110-410-6122	.00	306.60	306.60
Total 15746:						.00		1,022.00
15747								
15747	Century Link	020220	1	Telephone Service	240-490-6440	.00	80.98	80.98
15747	Century Link	020220	2	Internet Service	230-490-6435	.00	70.00	70.00
15747	Century Link	020220	3	Telephone Service	230-490-6440	.00	193.81	193.81
15747	Century Link	020220	4	Telephone Service	110-410-6440	.00	154.71	154.71
Total 15747:						.00		499.50
15748								
15748	CenturyLink Business Serv	89257873	1	Telephone Service	110-410-6440	.00	1.75	1.75
Total 15748:						.00		1.75
15749								
15749	Chittim, Brandon	435	1	Deposit Refund	230-2520	.00	78.52	78.52
Total 15749:						.00		78.52

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
15750								
15750	City of Lowell	01302020	1	Water Service	110-410-6420	.00	40.81	40.81
15750	City of Lowell	01302020	2	Sewer Service	110-410-6425	.00	90.40	90.40
15750	City of Lowell	01302020	3	Water Service	110-420-6420	.00	56.75	56.75
15750	City of Lowell	01302020	4	Sewer Service	110-420-6425	.00	120.54	120.54
15750	City of Lowell	01302020	5	Water Service	110-450-6420	.00	13.61	13.61
15750	City of Lowell	01302020	6	Sewer Service	110-450-6425	.00	30.14	30.14
15750	City of Lowell	01302020	7	Water Service	230-490-6420	.00	39.89	39.89
15750	City of Lowell	01302020	8	Sewer Service	230-490-6425	.00	60.27	60.27
15750	City of Lowell	01302020	9	Water Service	240-490-6420	.00	4,412.53	4,412.53
15750	City of Lowell	01302020	10	Sewer Service	240-490-6425	.00	542.43	542.43
Total 15750:						.00		5,407.37
15751								
15751	City of Oakridge	02/20-0056	1	Police Service	110-430-6118	.00	2,343.60	2,343.60
Total 15751:						.00		2,343.60
15752								
15752	First Light Electric Inc.	19ER34	1	Electrical Permit Refund 19 ER 34	110-335-4358	.00	324.80	324.80
Total 15752:						.00		324.80
15753								
15753	Guardian Fire System Sout	7306	1	Annual Fire Extinguisher Mainten	110-410-6324	.00	20.00	20.00
15753	Guardian Fire System Sout	7306	2	Annual Fire Extinguisher Mainten	230-490-6324	.00	77.50	77.50
15753	Guardian Fire System Sout	7306	3	Annual Fire Extinguisher Mainten	240-490-6324	.00	70.50	70.50
Total 15753:						.00		168.00
15754								
15754	HF Scientific, Inc.	00228970	1	PH and Turbidity Calibration Stan	230-490-6750	.00	358.45	358.45
Total 15754:						.00		358.45
15755								
15755	J & K Electrical LLC	2124A, 2129	1	Install Camera System	240-490-6324	.00	1,576.99	1,576.99
Total 15755:						.00		1,576.99
15756								
15756	Lane Council of Governme	74589, 7434	1	Legal Services	110-410-6112	.00	1,063.01	1,063.01
Total 15756:						.00		1,063.01
15757								
15757	Lane County Waste Mgmt.	PWA000098	1	Street Sign	312-490-6724	.00	538.20	538.20
Total 15757:						.00		538.20
15758								
15758	Lane Electric Cooperative	01222020	1	Electricity	110-450-6430	.00	120.96	120.96
15758	Lane Electric Cooperative	01222020	2	Electricity	240-490-6430	.00	2,538.07	2,538.07
15758	Lane Electric Cooperative	01222020	3	Electricity	230-490-6430	.00	1,496.67	1,496.67
15758	Lane Electric Cooperative	01222020	4	Electricity	312-490-6430	.00	1,377.53	1,377.53

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
15758	Lane Electric Cooperative	01222020	5	Electricity	110-410-6430	.00	362.89	362.89
15758	Lane Electric Cooperative	01222020	6	Electricity	110-470-6326	.00	68.41	68.41
15758	Lane Electric Cooperative	01222020	7	Electricity	110-420-6430	.00	56.43	56.43
Total 15758:						.00		6,020.96
15759								
15759	Lowell Mini Storage	MARCH 202	1	Storage Rental Unit #L029	314-490-6705	.00	80.00	80.00
Total 15759:						.00		80.00
15760								
15760	NCL of Wisconsin, Inc.	434339	1	pH buffer	240-490-6750	.00	114.52	114.52
15760	NCL of Wisconsin, Inc.	434339	2	pH buffer	230-490-6750	.00	114.51	114.51
Total 15760:						.00		229.03
15761								
15761	Nichols, Layli	JANUARY 20	1	Consulting Services	240-490-6114	.00	312.00	312.00
15761	Nichols, Layli	JANUARY 20	2	Consulting Services	230-490-6114	.00	312.00	312.00
15761	Nichols, Layli	JANUARY 20	3	Consulting Services	312-490-6114	.00	104.00	104.00
15761	Nichols, Layli	JANUARY 20	4	Consulting Services	110-410-6114	.00	312.00	312.00
Total 15761:						.00		1,040.00
15762								
15762	Oregon Assoc. of Water Uti	28227	1	Water Certification Review Class	230-490-6240	.00	285.00	285.00
15762	Oregon Assoc. of Water Uti	28227	2	Wastewater Certification Review	240-490-6240	.00	285.00	285.00
Total 15762:						.00		570.00
15763								
15763	Oregon Dept of Revenue	FY19-20 3R	1	Criminal Fine Account - 928	110-480-6560	.00	45.00	45.00
Total 15763:						.00		45.00
15764								
15764	Pacific Office Automation In	5009020802	1	Postage Machine	110-410-6128	.00	35.00	35.00
15764	Pacific Office Automation In	5009020802	2	Postage Machine	230-490-6128	.00	70.00	70.00
15764	Pacific Office Automation In	5009020802	3	Postage Machine	240-490-6128	.00	70.00	70.00
Total 15764:						.00		175.00
15765								
15765	R & D Propane Inc.	23075	1	Propane Tank	240-490-6324	.00	3,261.24	3,261.24
Total 15765:						.00		3,261.24
15766								
15766	Sanders, Tim	65	1	Monthly DRC Fee for Collections	240-490-6128	.00	300.00	300.00
Total 15766:						.00		300.00
15767								
15767	SaniPac	3441135	1	Refuse Services	240-490-6445	.00	20.48	20.48
15767	SaniPac	3441135	2	Refuse Services	230-490-6445	.00	20.48	20.48

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
15767	SaniPac	3441135	3	Refuse Services	110-450-6445	.00	8.99	8.99
15767	SaniPac	3441135	4	Refuse Services	110-420-6445	.00	24.06	24.06
15767	SaniPac	3441135	5	Refuse Services	110-410-6445	.00	8.99	8.99
Total 15767:						.00		83.00
15768								
15768	Staples Credit Plan	02282020	1	Office Supplies	110-410-6230	.00	110.03	110.03
15768	Staples Credit Plan	02282020	2	General Supplies	110-410-6234	.00	6.09	6.09
15768	Staples Credit Plan	02282020	3	General Supplies	110-420-6234	.00	7.79	7.79
15768	Staples Credit Plan	02282020	4	Office Supplies	230-490-6230	.00	24.00	24.00
15768	Staples Credit Plan	02282020	5	Office Supplies	240-490-6230	.00	23.99	23.99
15768	Staples Credit Plan	02282020	6	Non-Capitalized Assets	230-490-6334	.00	306.98	306.98
15768	Staples Credit Plan	02282020	7	Non-Capitalized Assets	240-490-6334	.00	89.99	89.99
Total 15768:						.00		568.87
15769								
15769	U.S. Equipment Finance	406323576	1	Copier Contract	110-410-6124	.00	147.98	147.98
Total 15769:						.00		147.98
15770								
15770	USPS	020420	1	Post Office Box Rental	110-410-6128	.00	60.00	60.00
Total 15770:						.00		60.00
15771								
15771	Verizon Wireless	9846874969	1	Cell Phone	110-410-6440	.00	52.62	52.62
15771	Verizon Wireless	9846874969	2	Cell Phone, Ipad	240-490-6440	.00	62.62	62.62
15771	Verizon Wireless	9846874969	3	Cell Phone, Ipad	230-490-6440	.00	62.62	62.62
Total 15771:						.00		177.86
15772								
15772	Banner Bank	031220	1	Onebox	314-490-6122	.00	15.05	15.05
15772	Banner Bank	031220	2	Office Supplies	110-410-6230	.00	86.49	86.49
15772	Banner Bank	031220	3	Google	314-490-6122	.00	12.00	12.00
15772	Banner Bank	031220	4	Office Licenses	110-410-6122	.00	100.00	100.00
15772	Banner Bank	031220	5	Salt	230-490-6750	.00	67.38	67.38
15772	Banner Bank	031220	6	General Supplies	240-490-6234	.00	21.72	21.72
15772	Banner Bank	031220	7	General Supplies	110-410-6234	.00	25.73	25.73
15772	Banner Bank	031220	8	General Supplies	110-420-6234	.00	128.76	128.76
Total 15772:						.00		457.13
15773								
15773	Cascade Columbia	770573,1064	1	Tote of Pass C	230-490-6750	.00	1,796.42	1,796.42
15773	Cascade Columbia	770573,1064	2	Drums of Hypo and Thiosulfate	240-490-6750	.00	638.44	638.44
Total 15773:						.00		2,434.86
15774								
15774	Charter Communications	0017273020	1	Internet	240-490-6435	.00	71.97	71.97
15774	Charter Communications	0017828021	1	Internet	110-450-6435	.00	59.99	59.99

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
Total 15774:						.00		131.96
15775								
15775	Chittim, Brandon	435 CAROL	1	Closing Paymnt from Title Compa	240-490-6425	.00	90.65	90.65
Total 15775:						.00		90.65
15776								
15776	Gatehouse Eugene - Adver	75355	1	Public Notice	110-410-6220	.00	57.50	57.50
Total 15776:						.00		57.50
15777								
15777	Hunter Communications	02152020	1	Internet Service	110-410-6435	.00	92.47	92.47
15777	Hunter Communications	02152020	2	Internet Service	110-450-6435	.00	92.47	92.47
Total 15777:						.00		184.94
15778								
15778	Lane Council of Governme	74591	1	Travel Charges	110-440-6522	.00	147.38	147.38
15778	Lane Council of Governme	74591	2	General Planning	110-440-6522	.00	6,700.72	6,700.72
Total 15778:						.00		6,848.10
15779								
15779	Lane County Waste Mgmt.	7843970038	1	Garbage Disposal	240-490-6445	.00	56.37	56.37
Total 15779:						.00		56.37
15780								
15780	Lane Forest Products	S284636	1	Rock	230-490-6330	.00	66.00	66.00
Total 15780:						.00		66.00
15781								
15781	National Pen Co. LLC	111326864	1	Pens	110-410-6230	.00	75.79	75.79
Total 15781:						.00		75.79
15782								
15782	OHA Cashier	HUNTER HA	1	Exam Fee	230-490-6240	.00	45.00	45.00
Total 15782:						.00		45.00
15783								
15783	Oregon DEQ	HARRIS NIC	1	Testing Fee	240-490-6240	.00	240.00	240.00
Total 15783:						.00		240.00
15784								
15784	Renewable Resource Grou	124034,240,	1	Lab	230-490-6755	.00	75.60	75.60
15784	Renewable Resource Grou	124034,240,	2	Lab	240-490-6755	.00	853.20	853.20
Total 15784:						.00		928.80

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
15785								
15785	Secretary of State	ARI21111	1	FY 2019 Audit Filing Fee	110-410-6110	.00	75.00	75.00
15785	Secretary of State	ARI21111	2	FY 2019 Audit Filing Fee	312-490-6110	.00	25.00	25.00
15785	Secretary of State	ARI21111	3	FY 2019 Audit Filing Fee	230-490-6110	.00	75.00	75.00
15785	Secretary of State	ARI21111	4	FY 2019 Audit Filing Fee	240-490-6110	.00	75.00	75.00
Total 15785:						.00		250.00
15786								
15786	USA Blue Book	136399,1378	1	Ph equipment	230-490-6750	.00	871.45	871.45
15786	USA Blue Book	136399,1378	2	Ph equipment	240-490-6750	.00	596.00	596.00
Total 15786:						.00		1,467.45
Grand Totals:						.00		40,773.45

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	.00	14,506.21-	14,506.21-
110-2525	200.00	.00	200.00
110-335-4358	324.80	.00	324.80
110-410-6110	75.00	.00	75.00
110-410-6112	1,063.01	.00	1,063.01
110-410-6114	312.00	.00	312.00
110-410-6122	506.60	.00	506.60
110-410-6124	147.98	.00	147.98
110-410-6128	95.00	.00	95.00
110-410-6220	57.50	.00	57.50
110-410-6230	272.31	.00	272.31
110-410-6234	104.76	.00	104.76
110-410-6324	20.00	.00	20.00
110-410-6334	299.00	.00	299.00
110-410-6420	40.81	.00	40.81
110-410-6425	90.40	.00	90.40
110-410-6430	362.89	.00	362.89
110-410-6435	92.47	.00	92.47
110-410-6440	209.08	.00	209.08
110-410-6445	8.99	.00	8.99
110-420-6234	136.55	.00	136.55
110-420-6420	56.75	.00	56.75
110-420-6425	120.54	.00	120.54
110-420-6430	56.43	.00	56.43
110-420-6445	24.06	.00	24.06
110-420-6710	114.01	.00	114.01
110-430-6118	2,343.60	.00	2,343.60
110-440-6522	6,848.10	.00	6,848.10
110-440-6524	84.00	.00	84.00
110-450-6420	13.61	.00	13.61
110-450-6425	30.14	.00	30.14
110-450-6430	120.96	.00	120.96
110-450-6435	152.46	.00	152.46
110-450-6445	8.99	.00	8.99

GL Account	Debit	Credit	Proof
110-470-6326	68.41	.00	68.41
110-480-6560	45.00	.00	45.00
230-2125	.00	7,219.36-	7,219.36-
230-2520	78.52	.00	78.52
230-490-6110	75.00	.00	75.00
230-490-6114	312.00	.00	312.00
230-490-6122	306.60	.00	306.60
230-490-6128	70.00	.00	70.00
230-490-6230	24.00	.00	24.00
230-490-6234	195.23	.00	195.23
230-490-6240	330.00	.00	330.00
230-490-6324	77.50	.00	77.50
230-490-6330	66.00	.00	66.00
230-490-6334	306.98	.00	306.98
230-490-6420	39.89	.00	39.89
230-490-6425	60.27	.00	60.27
230-490-6430	1,496.67	.00	1,496.67
230-490-6435	70.00	.00	70.00
230-490-6440	256.43	.00	256.43
230-490-6445	20.48	.00	20.48
230-490-6710	96.25	.00	96.25
230-490-6750	3,261.94	.00	3,261.94
230-490-6755	75.60	.00	75.60
240-2125	.00	16,778.85-	16,778.85-
240-490-6110	75.00	.00	75.00
240-490-6114	312.00	.00	312.00
240-490-6122	306.60	.00	306.60
240-490-6128	370.00	.00	370.00
240-490-6230	23.99	.00	23.99
240-490-6234	33.36	.00	33.36
240-490-6240	525.00	.00	525.00
240-490-6324	4,908.73	.00	4,908.73
240-490-6334	89.99	.00	89.99
240-490-6420	4,412.53	.00	4,412.53
240-490-6425	633.08	.00	633.08
240-490-6430	2,538.07	.00	2,538.07
240-490-6435	71.97	.00	71.97
240-490-6440	143.60	.00	143.60
240-490-6445	76.85	.00	76.85
240-490-6710	55.92	.00	55.92
240-490-6750	1,348.96	.00	1,348.96
240-490-6755	853.20	.00	853.20
312-2125	.00	2,146.93-	2,146.93-
312-490-6110	25.00	.00	25.00
312-490-6114	104.00	.00	104.00
312-490-6122	102.20	.00	102.20
312-490-6430	1,377.53	.00	1,377.53
312-490-6724	538.20	.00	538.20
314-2125	.00	122.10-	122.10-
314-490-6122	42.10	.00	42.10
314-490-6705	80.00	.00	80.00
Grand Totals:	40,773.45	40,773.45-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<->} "Adjustment"

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 13, 2020
SUBJECT: City Administrator Report

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

The attached City Administrator Report is for the period of February 16 – March 13. The report covers the following topics: Coronavirus Update, Douglas Fast Net Franchise Agreement, Budget Calendar, Committee Meetings, Project Updates and League of Oregon Cities Highlights.

FISCAL IMPACT:

N/A

COURSES OF ACTION:

This item is presented for purposes of review and discussion.

RECOMMENDATION:

N/A

ATTACHMENTS:

1. City Administrator Report
2. Coronavirus Postings
3. Budget Calendar



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

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 13, 2020
SUBJECT: City Administrator Report

Coronavirus Update

Staff participated in two conference calls last Friday – one from the League of Oregon Cities, and a second from Lane County. The State has taken significant steps to limit the spread of the COVID-19 (coronavirus). Specifically, there is a prohibition on gatherings of 250 or more and schools have been closed through the end of March. The Lowell School Districts will be providing daily to-go meals to students starting March 16 at Lundy Elementary from 11-1.

Staff has posted the attached public health reminders at all our facilities, including restrooms and will update them as necessary. We have also started sharing information from Lane County on our website, Facebook, and Instagram.

As of March 13, there have been no confirmed cases in Lane County. Residents should visit <https://www.lanecountyor.gov/coronavirus> for status updates and more information.

Douglas Fast Net Franchise Agreement

Staff submitted the franchise agreement to Douglas Fast Net for their review. They have requested several minor clarifications and changes. At this point I anticipate having the franchise agreement finalized for review and potential first reading at our next regular City Council meeting on April 21.

Budget Calendar

A draft budget calendar is attached for your review. The calendar assumed publishing the budget notices in The Bridge newsletter, which would save approximately \$750 in fees. In order to meet the publishing requirements, we would need to push back the City Council Budget Hearing and consideration of the budget from June 2 to June 16. If necessary, this would still provide an additional two weeks to schedule another meeting to approve the budget.

Committee Meetings

- *Library Committee* – The Committee finalized plans and outreach materials for the capital campaign. Public fundraising events to be held in April and May.

Project Updates

- *Library Renovation* – Staff met with the Lowell-Fall Creek Education Foundation to discuss the project and solicit their support. The project received a positive response and the plan to consider the request after the Hall of Fame Dinner on April 18.

League of Oregon Cities Highlights

Shared Revenue Certification Changes, Including Marijuana Revenue – In order to receive most [state shared revenue](#) payments, cities are required to certify their eligibility. In 2019, all cities certified annually to the Oregon Department of Administrative Services (DAS) for the 14% share of alcohol revenues and certified quarterly to the Oregon Liquor Control Commission for marijuana revenue. Cities with a population greater than 100,000 had to make an additional annual certification to DAS to receive cigarette, gas, and liquor revenues.

In 2020, the marijuana certification will move from a quarterly certification with OLCC to an annual certification with DAS, per HB 3067 (2019). Failure to timely certify to DAS will result in forfeiture of the quarterly payment, with that city's share of marijuana tax revenues going to certified cities. Only cities that have not banned any type of marijuana premises are eligible to receive a revenue payment.

DAS is still working out what this will look like for the first year, but there will be an annual certification sometime before July 31, possibly much sooner. DAS will be honoring cities' last quarterly certification to OLCC until the annual certification occurs, but if a city has newly allowed or banned any type of marijuana establishments since the last certification, a conversation with DAS is advisable.

The goal of the 2019 law was to consolidate and simplify certifications. The LOC is working with DAS to make sure the transition goes as smoothly as possible, stay tuned!

Land Use Planning in Oregon: A Fifty (plus) Year Legacy – This training will help local government officials undertake land use planning in an effective and efficient manner and provide the participants with a thorough overview of all aspects of the “nuts and bolts” of Oregon's unique land use process. Topics will include:

- Structure and history of Oregon's statewide land use planning system
- How to guide on statewide land use planning implemented on the local level
- The comprehensive plan, its nature, purpose, and scope
- The Urban Growth Boundary, what it is and why you care
- Local land development ordinance, its components and functions
- How land use decisions are made and contested

Status Update - Local Government Personnel Institute (LGPI) – LGPI provides a valuable service to Oregon’s cities, community colleges, councils of governments, counties and special districts. And while the last few years have been tumultuous for LGPI as an organization and for the clientele it serves, the League of Oregon Cities (LOC), the Association of Oregon Counties (AOC) and the Lane County Council of Governments (LCOG) believe they have found a long-term solution for maintaining the valuable services provided by LGPI.

Two years ago, LGPI was on the verge of ceasing operations. The organization was in a financial crisis, and its staffing levels were at an all-time low. The LOC and AOC partnered together to modify LGPI’s governing structure so that the LOC could assume the functional day-to-day control of LGPI operations. In assuming control of LGPI operations, the LOC has spent the last two years not only witnessing the value LGPI provides Oregon local governments but has also performed an in-depth analysis of its own internal ability to provide these needed services. Unfortunately, given current staffing levels and available resources, the LOC cannot be the provider of LGPI services to Oregon local governments. Once the LOC realized it could not provide LGPI services long term, it immediately reached out to other governmental organizations and partners to see if one of them could provide these needed services.

LCOG, a strong partner of both the LOC and AOC, has come forward as an organization that wants to assume control and delivery of LGPI services. While conversations are in the beginning stages and details are still being resolved, LCOG has expressed its strong desire and intent to begin providing LGPI services statewide once the LOC can no longer do so itself. The boards and staff of the LOC, AOC and LCOG are working diligently to negotiate the terms and conditions of this transition of services and hope to have more information on the specific details of any such transition in the coming weeks. It is the intent of all three organizations that LGPI services remain available in Oregon, that the LGPI membership understands its needs will continue to be met, and that any transition from the LOC to LCOG will be seamless and have little to no impact on LGPI members.

For those that may not be familiar with LCOG, it serves as a regional planning, coordination, program development and service delivery organization to local communities across Lane County and throughout Oregon. Its mission is to coordinate and provide high quality public services and it is dedicated to serving the public interest and enhancing the quality of life for its citizens.

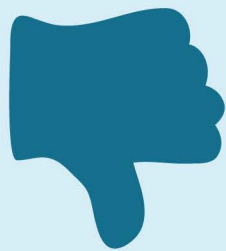
Emergency Board Meets, Approves Crisis Funding – On Monday, the state’s Emergency Board (E-Board) approved appropriations for flood recovery in Umatilla County, COVID-19 response, all-hazard emergency preparedness and response and climate change. The E-Board is a joint committee of the Legislature, co-chaired by the presiding officers of each chamber, which has the authority to distribute funds when the Legislature is not in session. Because of the premature end of the 2020 session, the E-Board convened to address urgent issues that couldn’t be put off until 2021 or a special session. A [detailed summary of the appropriations](#) includes:

- \$7.5 million in housing assistance for Umatilla flooding victims;
- \$1.8 million for levee repairs;
- \$350,000 to Milton-Freewater to defray costs associated with flood debris;
- \$5 million to the Oregon Health Authority for COVID-19 response and increase to \$20 million the agency's federal expenditure limit so they may spend federal aid when it arrives;
- \$2.7 million to the Oregon Military Department for all-hazard response;
- \$5 million to address green-house gas emissions.

Please monitor the [LOC Bulletin](#) and social media for additional information about the topics associated with this funding package.

Help prevent the spread of COVID-19

DON'T:



TOUCH EYES



TOUCH NOSE



TOUCH MOUTH

DO:



WASH HANDS



COVER COUGH



**STAY HOME
IF SICK**

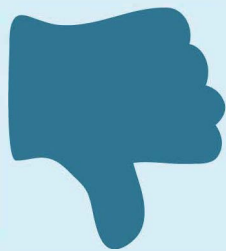


PUBLIC HEALTH

COMMUNICABLE DISEASE

Ayuda a prevenir la propagación del COVID-19

NO:



**TOCARSE
LOS OJOS**



**TOCARSE
LA NARIZ**



**TOCARSE
LA BOCA**

SÍ:



**LÁVESE
LAS MANOS**



CÚBRA SU TOS



**QUÉDESE EN
CASA SI ESTÁ
ENFERMO**



SALUD PÚBLICA

ENFERMEDAD TRANSMISIBLE

Fiscal Year 2020-21 Budget Calendar

April 1 (Send March 27)	Publish Notice of Budget Committee Meeting and Notice of Public Hearing Regarding City's Use of State Shared Revenue in The Bridge. Post the notices on the City Website and Facebook.
April 1	Budget Work Plan Instructions Submitted to Departments
April 8	Budget Work Plans Returned to Budget Officer
April 29	<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 Revenues • Deliberations on the Proposed Budget • Recommendation of the Budget to the City Council
May 13	Second Budget Committee Meeting – If Necessary
June 1 (Send May 22)	Publish Notice of Budget Hearing and Notice of Public Hearing Regarding City's Use of State Shared Revenues in The Bridge. Post the notices on the City Website and Facebook.
June 16	<p>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 Revenues • Discuss Budget Approved by the Budget Committee • Discuss Proposed Use of State Shared Revenues • Approve Resolution Certifying Services and Electing to Receive State Shared Revenues • Approve Resolution Adopting Budget, Imposing and Categorizing Tax
July 5	Submit Tax Certification Documents and Copy of All Budget Documents to the County Clerk

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Max Baker, Public Works Director
DATE: March 13, 2020
SUBJECT: Public Works Report

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

The attached Public Works Report is for the period of February 15 – March 13. The report covers the following topics: Streets and Parks, Wastewater Treatment Plant/Collection, and Water Treatment Plant/Distribution, Training and Certification.

FISCAL IMPACT:

N/A

COURSES OF ACTION:

This item is presented for purposes of review and discussion.

RECOMMENDATION:

N/A

ATTACHMENTS:

1. Public Works Report



Public Works Department
P.O. Box 490 Lowell, OR 97452
Phone: 541-937-2157
Fax: 541-937-2936
Email: mbaker@ci.lowell.or.us

TO: Mayor Bennett and Council
FROM: Max Baker, Public Works Director
DATE: March 13, 2020
SUBJECT: Public Works Report

Streets and Parks

Staff installed the Radar Speed Sign on Hyland Lane but could not the sign out of “Stealth mode”. This is a mode which still logs speed but does not display it on the reader board. This is typically used for law enforcement to monitor success of the sign. Staff is working with the IT department for training on the sign.

With the nice weather Staff is in full swing to keep up with mowing and vegetation control City wide.

Wastewater Treatment Plant/Collections

The water leak at the Treatment Plant was repaired. Staff installed all new lines. The leak was approximately 6.5 gallons per minute.

All the green waste was cleaned up from the solids pad to prepare for Bio-solids removal this year.

Water Treatment Plant/Distribution

The City of Lowell entered the Annual drinking water contest and placed 6th out of 11. Top honors went to Springfield Utility Board.

Training and Certification

Nick and Max attended the OAWU Wastewater Treatment and Collections review class on March 9th and 10th in Salem.

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: Monthly Police Report

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

The Monthly Police Report for February is presented for your review and discussion.

FISCAL IMPACT:

None.

COURSES OF ACTION:

This item is presented for purposes of review and discussion.

RECOMMENDATION:

N/A

ATTACHMENTS:

1. February Police Report

LOWELL PATROL LOG February 2020

DATE	OFFICERS	START TIME	END TIME	# HOURS	CONTACTS	ARRESTS	CITES	WARNINGS	CALLS	REPORT #
1-Feb	408	1:30	3:30	2:00						
3-Feb	408	11:00	12:00	1:00						
4-Feb	407	11:00	11:30	0:30						
5-Feb	401	20:30	22:30	2:00						
10-Feb	408	11:00	11:30	0:30						
12-Feb	409	9:00	10:00	1:00						
13-Feb	407	21:00	22:30	1:30						
14-Feb	407	21:00	22:00	1:00						
18-Feb	403	12:51	12:58	0:07						
TOTAL HOURS WORKED				9.5						

TRAFFIC VIOLATIONS	CITATION	WARNING
SPEED		
DWS		
FAIL TO SIGNAL		
STOP VIOLATIONS		
OTHER MOVING		

DATE	TIME	DESCRIPTION
------	------	-------------

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: Draft Committee Minutes

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

The most recent draft minutes for the Library Committee are attached for your review.

FISCAL IMPACT:

N/A

COURSES OF ACTION:

For review and discussion only.

RECOMMENDATION:

For review and discussion only.

ATTACHMENTS:

1. Draft minutes for the Library Committee for March 2, 2020.

City of Lowell
Library Committee Meeting Minutes
Monday, March 2, 2020
Maggie Osgood Library

Call to Order: 7:00 P.M. by CA Cobb

Members Present: Heather Woodhurst, Monica Thompson, Cathy Trimble, Robert Prehm, Barbara Ingram

Approval of Minutes – Monica Thompson moved to approve the minutes for February 3, 2020, second by Robert Prehm. PASS 5:0

Old Business: None

New Business:

- **Review and Consideration of Library Capital Campaign** – CA Cobb presented a draft flyer to send out in the mail and preliminary timeline to promote project. Discussion followed on reaching out to donors and foundation grants.

Other Business: Heather Woodhurst recommended contacting Gary Jenks, TAG Industries for technology support, he lives in Fall Creek. Barbara Ingram inquired if the City Council is on board with the hiring of a part-time Librarian Coordinator? CA responded yes, and the budget has funding for the position. Also, discussed having high school students help for their required volunteer hours.

Adjourn: 7:34 P.M.

Chair Heather Woodhurst

Attest: _____
City Recorder Jared Cobb

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: Food Trailer
Rolling Rock Park

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

The Parks and Recreation Committee received a request for a food trailer in the Rolling Rock Park turnout. The owners currently live in Fall Creek and would like to setup and park their food trailer for about 4 days per week. The Committee recommended approval of the request.

FISCAL IMPACT:

The Parks and Recreation Committee has recommended charging rent to, at minimum, cover the cost of electricity and water services.

COURSES OF ACTION:

1. Motion to approve a Food Trailer in the Rolling Rock Park turnout with proof of insurance, parks use permit, and monthly rent in the amount of \$_____.
2. No action.

RECOMMENDATION:

Motion to approve a Food Trailer in the Rolling Rock Park turnout with proof of insurance, parks use permit, and monthly rent in the amount of \$_____.

ATTACHMENTS:

None.

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: Lakeview Avenue Improvements

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

The City received a \$100,000 grant to rehabilitate Lakeview Avenue from Moss Street to Pioneer Street. The Council approved a scope of services for design and engineering at the January 21 City Council meeting. This agenda item is intended to provide direction to staff and the City Engineer regarding the preferred design of Lakeview Avenue.

FISCAL IMPACT:

Option 1 (\$142,000) – Street overlay/replacement
Option 2 (\$186,000) – Street overlay/replacement and widening three (3) feet.
Bid Alternates – New curb (\$28,000, upright on north side and flush on south side), re-grading ditch on north side and replacing sidewalk to meet the street elevation (\$29,000).

COURSES OF ACTION:

1. Motion to approve converting Lakeview Avenue to a one-way street.
2. Motion to approve widening Lakeview Avenue by three feet.

RECOMMENDATION:

This is a policy decision that should be based on the findings of the City Engineer, cost, and public input.

ATTACHMENTS:

The City Engineer will provide a report, including design options and budget at the meeting.

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: Purchase Authorization
Parks and Facilities Mower

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

The City's existing mower is an older residential grade zero-turn mower, that is not built for heavy duty use. On February 28 staff visited two local dealers and researched three different commercial mowers from John Deere, Kubota, and Walker. The cost of the mowers that we looked at ranged from \$12,000-16,000. Staff has requested quotes for a commercial mower with a minimum 27 hp, grass catcher, and that can accept attachments (i.e. seeding, fertilizer).

FISCAL IMPACT:

The mower will be used to maintain parks, facilities, and street ROW and the cost should be allocated to reflect this intended use as follows: General Fund Parks (50%), Water Fund (20%), Sewer Fund (20%), and Street Fund (10%).

COURSES OF ACTION:

1. Motion to authorize the City Administrator to purchase a commercial mower from _____ in an amount not-to-exceed \$_____.
2. No action.
- 3.

RECOMMENDATION:

Motion to authorize the City Administrator to purchase a commercial mower from _____ in an amount not-to-exceed \$_____.

ATTACHMENTS:

Informal quotations will be provided at the meeting.

Product Catalog

Mowers



WALKER
Fast, Easy, Beautiful Mowing

walker.com



From the very beginning, Walker Mowers have been different from other lawn mowers. Our family was frustrated with the challenges we were having in mowing our own lawns quickly, easily, and with satisfying results. There was no riding mower available to mow the way we wanted, so we designed and built our own.

Since my dad, brother, and I first designed it in 1977, the Walker Mower has continued to develop with the goal of fast, easy, beautiful mowing of landscaped properties. Every time we improve the Walker Mower design we hold ourselves to that standard. For this reason, the Walker Mower will always be different.

What makes owning a Walker truly special? You are not just buying an American made mower that is hand-built with pride, you are beginning a relationship that we take seriously. We look forward to building you a mower that will exceed your expectations, and we look forward to meeting you.



Bob Walker

Bob Walker
President, Walker
Manufacturing

Front-Mount Deck

Achieving a beautiful cut has been our focus from the very first Walker Mower design. Positioning the mowing deck in front of the machine is fundamental to producing high-quality results. The front-mount deck of the Walker reduces impact on the turf prior to cutting, resulting in a more consistent, carpet-like finish. This result is achieved by transferring weight from the deck caster tires which minimizes matting of the grass.

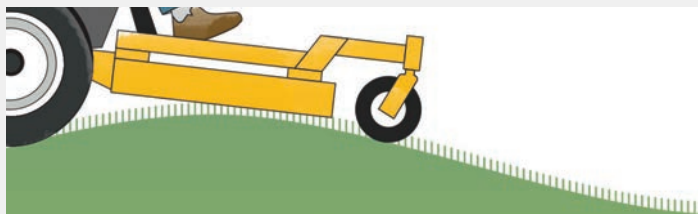
The Walker torsion-flex carrier frame allows the deck to freely articulate and flex laterally, this produces a smooth cut, even over complicated ground contours. This makes Walker Mowers ideal for mowing uneven turf.



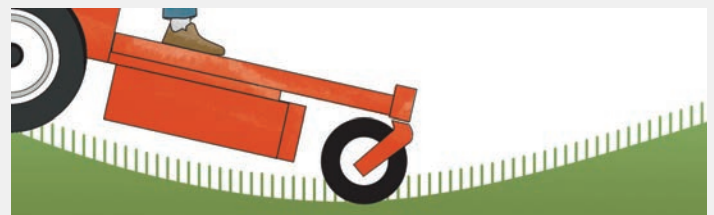
Short Coupled Deck

Front-mount decks also create a shorter distance between the contact point of the drive tire and the contact point of the front caster tire, allowing Walker decks to precisely follow ground contours. Compared to mid-mount hanging decks, Walker mowing decks scalp less and leave less uncut grass in the valleys of ground contours.

SCALP LESS GRASS ON THE CREST

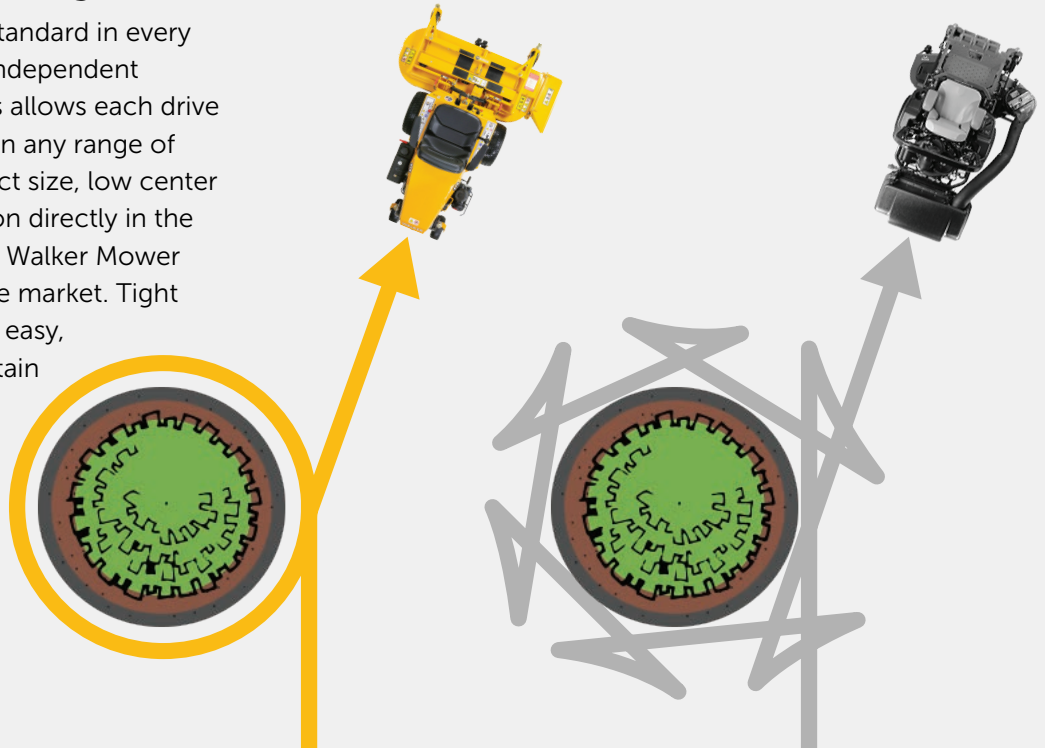


CUT MORE GRASS IN THE VALLEY



Fast On-The-Job Mowing

Zero-turn maneuverability is standard in every Walker Mower through dual, independent hydrostatic transmissions. This allows each drive tire to operate independently in any range of motion. Paired with its compact size, low center of gravity, and operator position directly in the center of the rotation axis, the Walker Mower is the most agile mower on the market. Tight trimming is fast, accurate, and easy, allowing the operator to maintain constant forward motion, increasing productivity and quality of mowing.



Precision Steering and Handling

With an operator-friendly combination of finger-tip steering and the Forward Speed Control, the Walker Mower precisely goes where you want it to with little effort.

FORWARD SPEED CONTROL

Once in the drive position, the forward speed control uses a friction lock to work as a cruise control, allowing the operator to control the mower by simply applying pulling pressure to the steering levers. To stop, pull the forward speed control back to the neutral/park position.

STEERING LEVERS

Walker Mower steering levers take control the moment pressure is applied. Each steering lever is spring-dampened, providing smooth machine operation. The operator easily steers the machine by controlling both levers with a single hand using gentle fingertip pressure. The steering system is designed for precise control using optimal linkage geometry and high quality components.



Balance and Hillside Stability

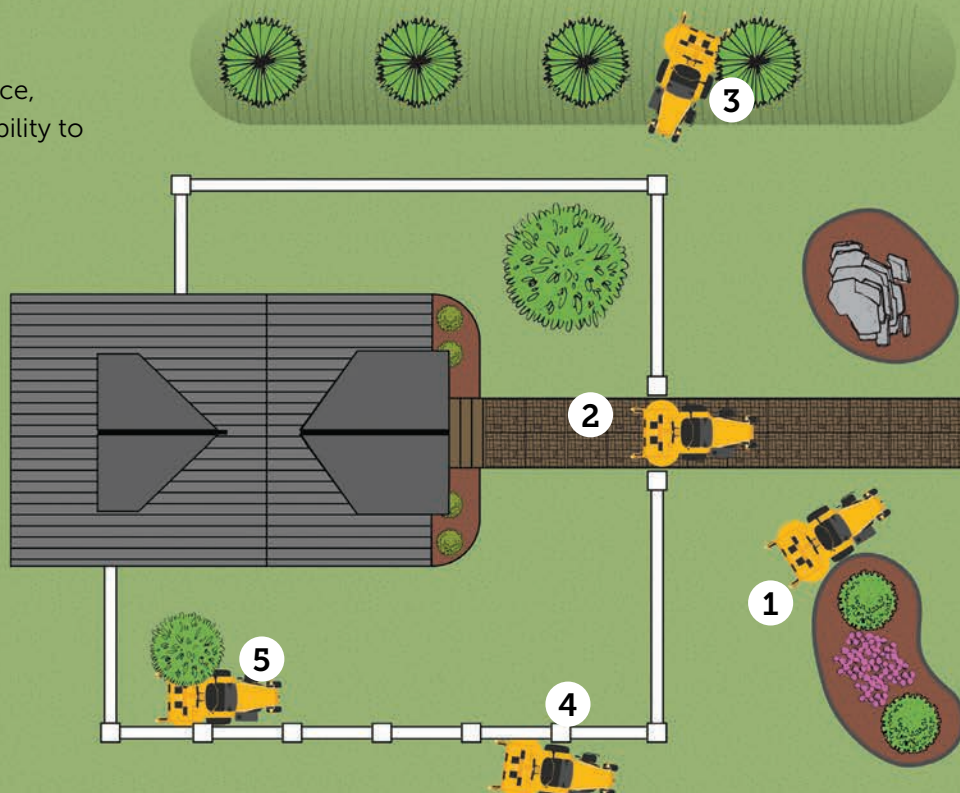
Predictable traction is fundamental to confident operation. The Walker front-mount configuration with drive tires in the center of the machine and lower overall weight make the Walker Mower a superior hillside performer. The deck counterweight springs further enhance the traction of the Walker by transferring weight from the deck to the drive tires.



Agility

The cumulative effect of compact size, balance, and precision steering gives the Walker the ability to complete common mowing tasks quickly:

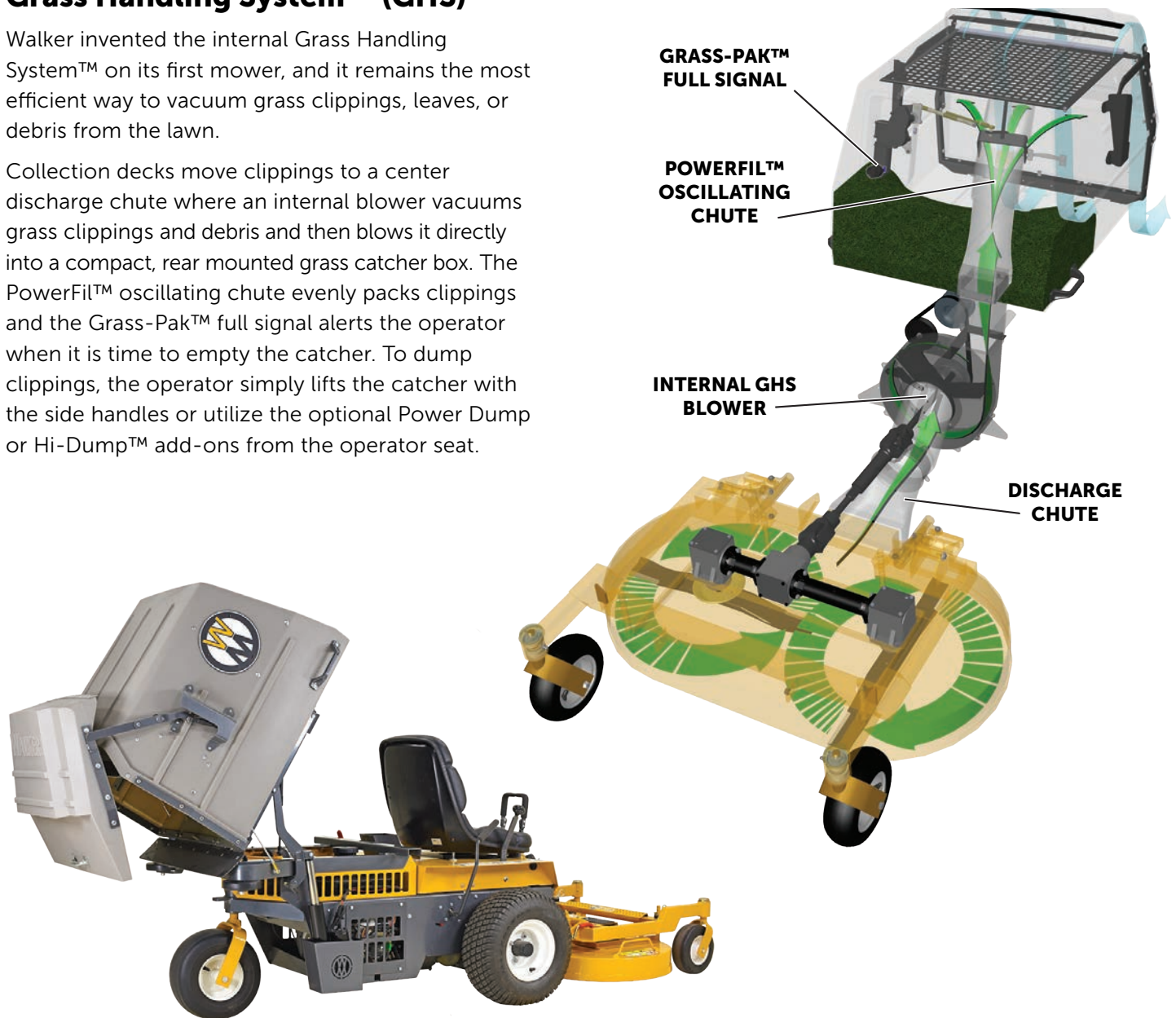
1. **Bed Contours:** Navigate contours with speed and precision.
2. **Gates:** Effortlessly pass through yard gates without wasting time grabbing a different piece of equipment.
3. **Berms:** Even the smallest slopes or pitches require good traction to navigate quickly.
4. **Fence Lines:** Predictable steering allows for quick maneuverability.
5. **Tight Corners:** Tight corners and low hanging obstacles do not slow down the compact Walker Mower.



Grass Handling System™ (GHS)

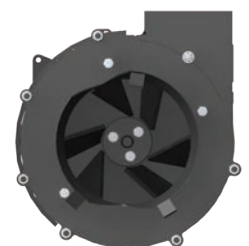
Walker invented the internal Grass Handling System™ on its first mower, and it remains the most efficient way to vacuum grass clippings, leaves, or debris from the lawn.

Collection decks move clippings to a center discharge chute where an internal blower vacuums grass clippings and debris and then blows it directly into a compact, rear mounted grass catcher box. The PowerFil™ oscillating chute evenly packs clippings and the Grass-Pak™ full signal alerts the operator when it is time to empty the catcher. To dump clippings, the operator simply lifts the catcher with the side handles or utilize the optional Power Dump or Hi-Dump™ add-ons from the operator seat.



Integrated Components

Walker Mowers are engineered to ensure the entire grass collection system is internal. This intentional effort has allowed Walker Mowers to retain their compact footprint. There are no bulky tubes or bags extending beyond the footprint of the mower. By positioning the GHS blower internally, a powerful vacuum effect is achieved, leaving a carpet-like appearance to your lawn in spring, summer, and fall.



INTERNAL GHS BLOWER

Interchangeable Decks and Add-ons

Whether handling grass, leaves, debris, or snow, all Walker Mowers are designed for year-round productivity. Decks can easily be switched for larger, smaller, collection, mulching, or discharge decks, to suit the task at hand—and with dozens of add-ons, such as a dethatcher, dozer blades, snowblowers, and enclosed cabs, the Walker is one of the most versatile mowers you can buy.



Tilt-Open Bodies and Tilt-Up Decks

Each Walker features a tilt-open body, quickly exposing the drive belts, electronics, engine, and drivetrain making service and maintenance easy. No special tools or equipment are needed. Simply release the body latch and the gas spring assisted enclosure opens up for unobstructed access to all of the Walker's working components.

All Walker decks quickly tilt-up, making maintenance tasks safe and easy. It takes seconds to unlock, lift, and secure the deck in an up position, providing access to the blades, housing, and chute. Model H tractors also have an optional Power Tilt-Up™ deck lift. Walker tilt-up decks also minimize wasted space when storing the Walker mower.



Model S

The Model S is the quintessential Walker Mower. Inspired by the original 1977 prototype, the Model S is simple and easy to operate, and very efficient at mowing residential properties. With Walker's Grass Handling System™, a patented Thru-Shaft™ PTO blower design, and reduced weight and cost, the Model S is the perfect entry-level mower for experiencing Walker's signature beautiful cut and zero-turn productivity.



Available with two different horsepower engines, the Model S is perfect for residential lawns. The Model S features Walker's Grass Handling System™ (GHS) with a patented 12.75 inch Thru-Shaft™ PTO GHS blower and a 7.0 bushel grass catcher box. The compact design, coupled with Walker's precision steering levers and Forward Speed Control, make getting in and out of tight landscape features and obstacles possible, minimizing hand-held trimming and walk-behind mower time.

The lightweight, balanced design improves steering agility, shortening overall job time. Integrated Hydro-Gear ZT3100 transmissions are durable, and provide precise maneuverability and industry-wide service and support. The Model S is engineered for affordability and efficiency. With commercial-grade components and multiple configurable add-ons, the Model S is a serious tool for commercial operators maintaining compact, complex properties.



Pictured: S18 with a 48" collection deck

Model S Standard Features

- High capacity, commercial engine air filtration
- Precision steering system
- Forward Speed Control
- Hydro-Gear ZT3100 transmissions
- Tilt-up decks and tilt-open body
- Flexible deck carrier frame
- Grass Handling System™ (GHS)
- 12.75 inch Thru-Shaft™ PTO GHS blower
- Oscillating PowerFil™ chute with Grass-Pak™ full signal
- 7 bushel (8.7 cu.ft) grass catcher

S14i

- 14 HP Kohler Command Pro EFI engine
- Superior fuel efficiency
- 6.5 MPH ground speed
- 1.9 gallon fuel tank
- 10 compatible mowing decks: 3 collection, 4 mulching, 3 discharge

S18

- 18 HP Briggs and Stratton Vanguard engine
- Increased displacement and torque
- 7.4 MPH ground speed
- 4 gallon fuel tank
- 14 compatible mowing decks: 4 collection, 5 mulching, 5 discharge

Model S Popular Add-ons

- Power Dump grass catcher box
- LED headlights
- Adjustable footrests
- Spring-tine Dethatcher attachment
- 48 inch Dozer Blade
- 36 inch single-stage Snow Blower



See more details at: walker.com/model-s

Model C

The Model C is the original Walker commercial lawn mower. Since its introduction in 1986 the Model C has been continually refined and improved with the commercial operator in mind, especially those who maintain residential properties. The Model C is a compact and versatile mower with impressive productivity.



The Model C is simple, light weight, and features components that keep it narrow and compact. Operators can quickly get in and out of places that are simply inaccessible with other mowers. Tight corners, overhanging obstacles, gates, and narrow strips of grass are no problem for the Model C.

The Model C includes Walker's Grass Handling System™ (GHS) with a 10.5 inch high-speed blower and 7.0 bushel grass catcher with PowerFil™ oscillating chute and Grass-Pak™ full signal. The GHS system, combined with tilt-open bodies, tilt-up decks, precision steering and handling, and Kohler Command Pro engines, make lawn maintenance with the Model C easy and enjoyable.



Pictured: C19i with a 42" collection deck

Model C Standard Features

- High capacity, commercial engine air filtration
- Precision steering system
- Forward Speed Control
- Eaton Model 7 transmission with ductile cast iron gearbox final drive
- Tilt-up deck and tilt-open body
- Flexible deck carrier frame
- 4 gallon fuel tank
- Grass Handling System™ (GHS)
- 10.5 inch GHS blower
- Oscillating PowerFil™ chute with Grass-Pak™ full signal
- 7 bushel (8.7 cu.ft) grass catcher

C19

- 19 HP Kohler Command Pro CH620 engine
- Entry level commercial mower
- 18 compatible mowing decks: 5 collection, 6 mulching, 7 discharge

C19i

- 19 HP Kohler Command Pro ECH630 EFI engine
- Superior fuel efficiency
- 19 compatible mowing decks: 6 collection, 6 mulching, 7 discharge

Model C Popular Add-ons

- LED headlights
- Comfort Seat
- Spring-tine Dethatcher attachment
- Operator soft cab
- Implement hitch with electric ram lift
- 42 inch two-stage Snow Blower
- 47 inch Rotary Broom
- 48 inch Dozer Blade



See more details at: walker.com/model-c

Model T

The Model T is the standard for what commercial operators expect from a lawn mower. Intended specifically for commercial use, every aspect of the Model T has been designed to meet the most demanding expectations of operators who want fast and easy mowing with beautiful results. It is the go-to Walker for commercial operations and a favorite among discerning customers.



With three engine choices—each catering to specific commercial needs—and compatibility with virtually every Walker deck and add-on, the Model T provides unmatched versatility and year-round value.

The Model T is equipped with a large, 10 bushel (12.4 cu.ft) GHS grass catcher allowing extended mowing time between dumping. Like every Walker, the Model T features dual, independent hydrostatic transmissions, precision steering levers, and a separate Forward Speed

Control providing precise, constant forward motion. No other mower steers like a Walker, providing agile, zero-turn mowing with fingertip control and efficiency—all with the signature clean, manicured cut of the Walker Mower.

For operators wanting a single machine that will handle the toughest property maintenance challenges, the Model T is the solution.



Pictured: T23 with a 48" collection deck

Model T Standard Features

- Commercial air filter with remote air intake and turbine pre-cleaner
- Precision steering system
- Forward Speed Control
- Eaton Model 7 transmission with ductile cast iron gearbox final drive
- Flexible deck carrier frame
- Tilt-up deck and tilt-open body
- 4 gallon fuel tank
- Grass Handling System™ (GHS)
- 10.5 inch GHS blower
- Oscillating PowerFil™ chute with Grass-Pak™ full signal
- 10 bushel (12.4 cu.ft) grass catcher
- 20 compatible mowing decks: 6 collection, 6 mulching, 8 discharge

T23

- 23 HP Kohler Command Pro CH680 engine
- Carbureted engine
- Entry level Model T commercial mower
- Comfort Seat with optional armrests

T25i

- 25 HP Kohler Command Pro ECH740 EFI engine
- Superior fuel efficiency
- Simple, reliable operation
- Comfort Seat with optional armrests

T30i

- 30 HP Kohler Aegis EFI liquid cooled engine
- Superior fuel efficiency
- Liquid cooled with self-cleaning radiator
- Consistent engine temperatures in all conditions
- Grammer 4-way adjustable Suspension Seat

Model T Popular Add-ons

- Hi-Dump™ grass catcher system raises 67 inches with automatic catcher door actuation
- LED headlights
- Spring-tine Dethatcher attachment
- Operator soft cab
- Implement hitch with electric ram lift
- 42 inch two-stage Snow Blower
- 47 inch Rotary Broom
- 48 inch Dozer Blade



See more details at: walker.com/model-t

Model D

The Model D is an industrial-grade Walker Mower with impressive power and agility. The Model D is the only diesel powered Walker Mower equipped with the Walker Grass Handling System™ (GHS). The Model D effortlessly handles the harshest mowing environments and extended running times without compromising on efficiency or power.



The Model D has the same footprint as the Model T, making it compact and capable of mowing both small and large properties while also boasting a transverse mounted, 3 cylinder diesel engine and liquid cooling. A self-cleaning, reversing radiator fan keeps the Model D cool and efficient even in the toughest conditions.

Weighing just under 1,200 lbs, the Model D is one of the lightest diesel-equipped commercial mowers on the market. This protects the turf from matting and rutting

while allowing the Model D to remain well-balanced and agile. Compatible with nearly all Walker mowing decks and add-ons, the Model D is a favorite with municipalities and institutional customers.

A non-collection version without the GHS blower and Grass Catcher is also available. The non-collection model features a utility dump-bed in place of the grass catcher.



Pictured: D21d with a 52" collection deck

D21d

- 20.9 HP three cylinder Kubota D722 diesel engine
- Automatic glow plug preheat
- Transverse engine mount
- Liquid cooled with self-cleaning radiator
- Impressive 34 ft•lb torque
- High capacity, commercial engine air filtration
- Precision steering system
- Forward Speed Control
- Eaton Model 7 transmission with ductile cast iron gearbox final drive
- Grammer 4-way adjustable Suspension Seat
- Tilt-up deck and tilt-open body
- Flexible deck carrier frame
- High output 40-amp charging system
- Grass Handling System™ (GHS)
- 10.5 inch GHS blower
- Oscillating PowerFil™ chute with Grass-Pak™ full signal
- 10 bushel (12.4 cu.ft) grass catcher
- 20 compatible mowing decks: 6 collection, 6 mulching, 8 discharge

Model D Popular Add-ons

- Hi-Dump™ grass catcher system raises 67 inches with automatic catcher door actuation
- LED headlights
- Spring-tine Dethatcher attachment
- Operator soft cab
- Implement hitch with electric ram lift
- 42 inch two-stage Snow Blower
- 47 inch Rotary Broom
- 48 inch Dozer Blade



See more details at: walker.com/model-d

Model B

The Model B is compact and fast. It is a Walker Mower designed to run side discharge and mulch decks on difficult properties with hills, uneven terrain, and obstacles, while leaving a beautiful cut. With four different models to choose from, the Model B is configurable and versatile to meet the professionals' expectations.



Like no other mower in the mid-size, zero-turn class, the Model B is productive and compact. The Model B possesses the distinct Walker characteristics of being agile, versatile, and easily maintainable while delivering the Walker beautiful cut. The Model B is light on the turf, which not only protects against rutting and other property damage, but also improves efficiency by reducing loss of motion and maneuvering energy. With a low center of gravity and balanced design, the Model B is agile and demonstrates impressive hillside

performance, allowing operators to mow more places with a single machine.

With interchangeable decks, attachments, and add-ons like LED headlights and a Utility Bed, the Model B is a productive and versatile year-round machine. Available in four unique configurations with a variety of power and fuel options, there is a Model B suitable for any situation.



Pictured: B23i and B25p with a 48" mulching deck

Model B Standard Features

- High capacity, commercial engine air filtration
- Precision steering system
- Forward Speed Control
- Hydro-Gear ZT3100 transmissions
- Flexible deck carrier frame
- Tilt-up deck and tilt-open body

B18

- 18 HP Briggs & Stratton Vanguard V-Twin engine
- 4 gallon fuel tank
- 10 compatible decks: 5 mulching, 5 discharge

B19

- 19 HP Kohler Command Pro CH620 engine
- 4 gallon fuel tank
- 13 compatible decks: 6 mulching, 7 discharge

B23i

- 23 HP Kohler Command Pro ECH730 EFI engine
- Superior fuel efficiency
- Comfort Seat
- 4.7 gallon fuel tank
- 14 compatible decks: 6 mulching, 8 discharge

B25p

- 25 HP Kohler Command Pro PCH740 propane EFI engine
- Superior fuel efficiency and economy
- Comfort Seat
- Standard 7.9 gal (33.5 lb) propane tank
- 14 compatible decks: 6 mulching, 8 discharge

Model B Popular Add-ons

- Utility bed
- LED Headlights
- Comfort Seat for B18 and B19
- Suspension Seat for B23i and B25p
- Spring-tine Dethatcher attachment
- 48 inch Dozer Blade
- 36 inch single-stage Snow Blower



See more details at: walker.com/model-b

Model H

The Walker Model H stands alone in its class for high productivity and improved return on investment. When fast, beautiful results are demanded on vastly different properties, turf types, and conditions, the Model H delivers for the most discerning operators. A variety of attachments and add-ons keep the Model H productive year-round with excellent results.



The Model H is a high capacity machine that offers four engine options and efficient machine design for overall fuel, time, and operating cost savings.

With large 23 inch drive tires, Hydro-Gear ZT3400 transmissions, and Walker's precise steering system with Forward Speed Control, the Model H is fast and maneuverable, with easy operation. Three Model H-specific decks feature an integrated deck height

adjuster with cutting height up to 5 inches with standard Tilt-Up functionality. Also, an optional Power Tilt-Up™ deck lift is available for ease of maintenance, storage, and operation. The Model H features 9.4 gallons total fuel capacity, a standard Grammer Suspension Seat, dual spread tailwheels with Walker's puncture resistant caster tires, and adjustable footrests. Operators can mow all day in comfort, even in rough mowing terrain.



Pictured: H37i, H38i, and H24d all with a 64" rear discharge deck

Model H Standard Features

- Grammer 4-way adjustable Suspension Seat
- High capacity, commercial engine air filtration
- Precision steering system
- Forward Speed Control
- Hydro-Gear ZT3400 transmissions
- 3 Model H specific mowing decks
- Flexible deck carrier frame
- Adjustable footrests
- Tilt-up deck and tilt-open body
- 9.4 gallon fuel capacity, dual tanks with selector valve

H24d

- 23.4 HP Kohler KDW1003 diesel engine
- Automatic glow plug preheat
- Rubber isolation engine mounts
- Liquid cooled with self-cleaning radiator
- Standard ROPS and Utility Bed

H27i

- 26.5 HP Kohler Command Pro ECH749 EFI engine
- Superior fuel efficiency
- Lightest weight Model H, minimizing tire marks and turf damage

H37i

- 37 HP Briggs and Stratton Vanguard Delphi fuel injected engine
- Superior fuel efficiency
- High output 50-amp charging system

H38i

- 38 HP Kohler Command Pro ECH980 EFI engine
- Increased displacement and torque
- Cyclonic high-capacity air filter

Model H Popular Add-ons

- Power Tilt-Up™ deck lift
- Operator hard cab
- LED headlights
- Deck arm adapter Kit, allowing compatibility with 6 additional Walker mowing decks
- Implement hitch with electric ram lift
- 50 inch two-stage Snow Blower
- 60 inch Rotary Broom
- 60 inch Dozer Blade



See more details at: walker.com/model-h

Decks

Each Walker Deck is uniquely configured to meet a very specific maintenance niche. Whether the most important consideration in looking for the perfect deck is cutting width, handling grass clippings, material capacity, or grass type, there is a Walker deck that will meet the specific maintenance need.



Collection Decks

Collection decks are compatible with Walker Grass Handling (GHS) models S, C, T, and D. Clippings are passed from the deck through the internal blower and discharge chute, and stored in the GHS catcher box.



C36R
36 inch
Reverse Rotation



C42
42 inch
Standard Rotation



C42R
42 inch
Reverse Rotation



C48
48 inch
Standard Rotation



C48R
48 inch
Reverse Rotation



C52R
52 inch
Reverse Rotation

Standard vs Reverse Rotation

Standard rotation blades spin toward the center of the deck, moving material directly into the discharge chute. They are ideal for users who need to collect thick, heavy clippings including leaves and other yard debris.

Reverse rotation blades spin away from the center of the deck, moving material around the perimeter of the deck before it is channeled into the discharge chute. Reverse rotation decks are ideal for cutting to the full width of the deck housing with exceptional cut quality.

Side Discharge Decks

Compatible with all Walker Mowers, side discharge decks cleanly and evenly discharge cut grass from under the deck housing.



S36
36 inch
Gear Drive



S42
42 inch
Gear Drive



S42B
42 inch
Belt Drive



S48
48 inch
Gear Drive



S52
52 inch
Belt Drive



S56
56 inch
Gear Drive



S60
60 inch
Belt Drive



S62
62 inch
Belt Drive



S74
74 inch
Gear Drive

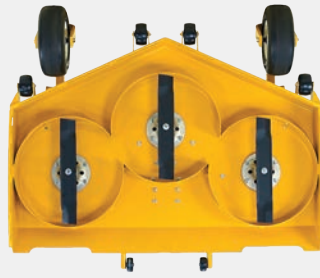
Gear vs Belt Drive

Walker gear driven decks utilize cast iron or aluminum gearboxes with bevel Zerol gear technology for durable and quiet function. The timed blades provide exceptional cut quality and striping, and allow a compact design for improved trimming and maneuverability.

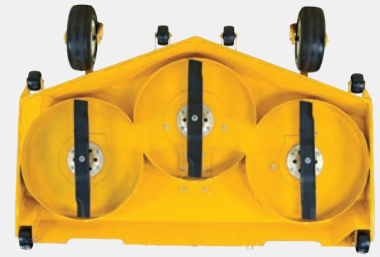
Walker belt driven decks use a robust spindle and belt-tensioning idler design, and are best suited for rougher mowing conditions with debris or ground contact occurring. Walker belt driven decks feature tool free belt change and easy to maintain spindles and components.

Rear Discharge Decks

Designed specifically for Model H mowers with high-production and fast mowing speeds, Walker rear discharge decks process clippings numerous times before cleanly and evenly discharging clippings out the back of the deck, leaving an evenly mulched look to the turf.



R52
52 inch



R64
64 inch

Mulching Decks

Mulching decks are designed to efficiently re-cut material to fine particles and return it to the turf leaving a beautiful cut.



M36
36 inch



M42
42 inch



M42A
42 inch



M42B
42 inch



M48
48 inch



R52K
52 inch
Baffle Kit for S52B



R60K
60 inch
Baffle Kit for S60

Available Deck Add-ons

- Spring-tine Dethatcher attachment
- Boom Sprayer attachment
- Pneumatic deck tires
- Deck Height Adjuster
- Adjustable footrests
- Deck Cuff kit
- Break Away blades
- Curb Jumper
- Power Tilt-Up™ deck lift for S60, R52, R64 decks

Deck Compatibility

Collection Decks

	MS	MC	MT	MD	MB	MH
C36R	●	●	●	●		
C42/R	●	●	●	●		
C48/R	■	●	●	●		
C52R		◆	●	●		

■ Model S18 only, C48R deck only.

◆ Model C19i only.

Discharge Decks

	MS	MC	MT	MD	MB	MH
S36	●	●	●	●	●	
S42/B	●	●	●	●	●	
S48	■	●	●	●	●	▲
S52		●	●	●	^	▲
R52						●
R64						●
S56	■	●	●	●	●	▲
S60						●
S62		●	●	●	^	▲
S74			●	●	#	▲

^ B19, B23i, B25p can use S52 and S62

B23i and B25p can use S74

▲ Requires Deck Arm Adapter Kit P/N 2430-10

■ Model S18 only

Mulching Decks

	MS	MC	MT	MD	MB	MH
M36	●	●	●	●	●	
M42	●	●	●	●	●	
M42A	●	●	●	●	●	
M42B	●	●	●	●	●	
M48	■	●	●	●	●	▲
M52K		●	●	●	^	▲
M60K						●

▲ Requires Deck Arm Adapter Kit P/N 2430-10

^ B19, B23i, and B25p can use S52 w/ Mulch Kit

■ Model S18 only



Walker Mower Specifications

Model	S14i	S18	C19	C19i	T23	T25i	T30i	D21d	B18	B19	B23i	B25p	H24d	H27i	H37i	H38i
Engine	Kohler ECH440	B85 Vanguard	Kohler CH620	Kohler ECH630	Kohler CH680	Kohler ECH740	Kohler LH775	Kubota D722	B85 Vanguard	Kohler CH620	Kohler ECH730	Kohler PCH740	Kohler KDW1003	Kohler ECH749	B85 Vanguard	Kohler ECH980
Fuel System	EFI	Carb	Carb	EFI	Carb	EFI	EFI	Diesel	Carb	Carb	EFI	Propane EFI	Diesel	EFI	EFI	EFI
Cooling System	Air	Air	Air	Air	Air	Air	Liquid	Liquid	Air	Air	Air	Air	Liquid	Air	Air	Air
Displacement (cc)	429	570	674	694	674	747	747	719	570	674	747	747	1028	747	993	999
HP @ 3600 RPM	14	18	19	19	22.5	25	30	20.9	18	19	23	25	23.7	26.5	37	38
Max Torque (ft•lbs)	22.7	29.2	35	34.2	37.9	38.8	47.7	34	29.5	35	38.1	39	36.8	40	53	
Fuel Capacity (US Gal)	1.9 (7.2 L)	4 (15.1 L)	4 (15.1 L)	4 (15.1 L)	4.7 (17.8 L)	4.7 (17.8 L)	4.7 (17.8 L)	4.7 (17.8 L)	4 (15.1 L)	4 (15.1 L)	4.7 (17.8 L)	7.9 (33 lb)	9.4 (35.6 L)	9.4 (35.6 L)	9.4 (35.6 L)	9.4 (35.6 L)
Drive Tire Size (diameter x width)	18x7	18x7	18x8.5	18x8.5	18x9.5	18x9.5	18x9.5	18x9.5	18x8.5	18x8.5	18x8.5	18x8.5	22x10.5	22x10.5	22x10.5	22x10.5
Top Speed (MPH & km/h)	6.5 (10.5)	7.4 (12)	7 (11.3)	7 (11.3)	7 (11.3)	7 (11.3)	7 (11.3)	7 (11.3)	8 (13)	8 (13)	8 (13)	8 (13)	10 (16)	10 (16)	10 (16)	10 (16)
Tractor + Deck Length (in)	89.25	89.25	89.25	89.25	93	93	93	93	90.75	90.75	90.75	90.75	107.75	107.75	107.75	107.75
Tractor + Deck Tilted Length (in)	77	77	77	77	77	77	77	77	72	72	72	72	87.75	87.75	87.75	87.75
Height (in)	46.5	46.5	47.5	47.5	50	50	50	50	39.5	39.5	39.5	42.75	46.75**	46.75	46.75	46.75
Wheel Base (in)	42.25	42.25	41	41	41	41	41	41	40	40	40	40	45	45	45	45
Tractor Width (in)	36.25	36.25	37.75	37.75	39	39	39	39	38.5	38.5	38.5	38.5	46.5	46.5	46.5	46.5
Tractor Weight (lb & kg)	596 (270)	636 (289)	734 (333)	739 (335)	790 (358)	787 (357)	841 (381)	959 (435)	584 (265)	583 (264)	588 (267)	625 (283)	997 (452)	748 (340)	778 (353)	802 (364)
Tractor + Deck** Weight (lb & kg)	787 (357)	827 (390)	925 (420)	930 (422)	1009 (458)	1006 (457)	1060 (471)	1178 (534)	790 (358)	789 (358)	794 (362)	831 (376)	1434 (650)	1185 (537)	1215 (551)	1239 (562)

*MS: DC36, MC: DC42, MT & MD: DC48, MB: DS48, MH: DR64. **ROPS folded. †Not provided by manufacturer

- Gasoline engines require unleaded 87+ octane
- Diesel engines require 2-D full pressure lube systems with filter. S14i has mechanical splash lube system
- 12V electrical systems
- Flywheel alternator charging, D21d has belt driven alternator
- Ignition lockout by seat switch, transmission neutral, blade clutch, and parking brake
- All machines feature dual, independent hydrostatic transmission
- Dual lever steering, precision friction-lock Forward Speed Control lever with neutral/park position
- Internal mechanical parking brake
- Cutting height 1.5" to 4", 1.5" to 4.5", or 1" to 5", varies per model
- Heavy-duty stamped steel cutting blades, tempered
- Blade clutch and brake with manual belt tightener
- Decks and add-ons powered by splined PTO shaft with dual u-joints allowing dynamic articulation
- Deck carrier frame with flexible deck suspension, caster wheels, and counterweight springs
- Welded, heavy gauge, steel chassis
- Welded, 14 gauge steel bodies
- Welded, 11 gauge steel decks



AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: Library Capital Campaign

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

Staff has been working with the Library Committee on mailer and presentation for the Maggie Osgood Library Capital Campaign. The mailer and presentation have been recommended by the Committee and are attached for your review and consideration.

FISCAL IMPACT:

Minimal, cost of office supplies and postage.

COURSES OF ACTION:

1. Motion to direct the City Administrator to move forward with the Library Capital Campaign, as presented.
2. No action.

RECOMMENDATION:

Motion to direct the City Administrator to move forward with the Library Capital Campaign, as presented.

ATTACHMENTS:

1. Library Capital Campaign Mailer
2. Library Capital Campaign Presentation

MAGGIE OSGOOD LIBRARY

Where Our Community Comes Together

PAST. In 2006, the Lowell Community Library opened within the existing Lowell City Hall. Volunteers were the core of the operation; they donated shelving, books, furniture, computers, and time to ensure Lowell had a safe, friendly place for kids and adults to learn and enjoy. The Library maintained a collection of 15,000+ materials and averaged 233 items checked out per month. On January 15, 2019 the City Council named the Library after the longtime Volunteer Librarian Maggie Osgood. Unfortunately, due to a failing roof, the newly minted Maggie Osgood Library was closed in March 2019.



PRESENT. In February 2019, the City purchased the former Kingdom Hall property to serve as the permanent Library and temporary City Hall (permanent building proposed at the intersection of Pioneer and North Shore Drive). An architectural firm out of Eugene was hired to lead a public design process. On April 20, 2019, the planning team held a public design workshop to discuss options for a Library and City Hall. A concept plan was developed and approved by the City Council on January 21, 2020.

FUTURE. The Lowell community identified a desire for a larger facility, with ample natural light, space for kids and adults, room for programs, computer access for learning and entertainment, books and more technology. But above all, they wanted a place for neighbors, friends, and families to gather – to build a Library that represented the character and values of its namesake Maggie Osgood.

HOW CAN I HELP? The budget for the project is \$300,000 and includes an ADA restroom, kitchen, windows, flooring, furniture, and equipment. The City has contributed \$90,000 and is actively pursuing grant opportunities. We're asking for community support – financial or volunteer – to demonstrate the importance of this project and close the funding gap. Additional information is provided below and on the back of this page.

Donor Information

How can I donate?

Tax-deductible donations can be made to: CITY OF LOWELL in the form of cash, check, or credit card. Check with your employer to see if they will match your contribution. Donations may be made in honor, recognition or memory of a designated person(s).

How will my donation be recognized?

All donors will be acknowledged in a Book of Benefactors according to their level of giving, unless they prefer to remain anonymous. Donors who make a gift of \$100 or more will be recognized on a prominent display in the new library and includes an engraved brick in the outdoor patio area.

Levels of Giving	
Champion	\$50,000
Advocate	\$10,000
Benefactor	\$5,000
Leader	\$1,000
Friend	\$250
Supporter	\$100
Patron	\$1-\$100



MAGGIE OSGOOD LIBRARY

Where Our Community Comes Together

I wish to help the Maggie Osgood Library Capital Campaign by:

- Providing a tax-deductible contribution of \$_____
- Pledging a tax-deductible contribution of \$_____ (received by 7/1/20)
- Pledging to serve as a volunteer at the new Maggie Osgood Library

Giving Options:

- This contribution is in honor of _____
- This contribution is in memory of _____
- Please include an engraved brick in the name of _____

Contact Information:

Your Name(s): _____

Address: _____

Phone: _____ E-Mail: _____

Signature (required): _____ Date: _____

Contribution Method:

- Credit Card online at www.ci.lowell.or.us
- Credit Card over the phone at 541-937-2157
- Credit Card, Check, or Cash in person at Lowell City Hall
- Check by mail to Lowell City Hall, P.O. Box 490, Lowell, OR 97452

Thank you for your gift. Our new Library will improve our quality of life and tell the world that we are serious about education and the importance of community!

Maggie Osgood Library

Capital Campaign

March 4, 2020



Agenda

- The Past
- The Present
- The Future



The Past

- The Lowell Community Library opened in 2006 with approximately 800 square feet of space for books, computer lab, and children's area.
- Volunteers played central role; space was built by volunteers and nearly all books, shelving, and computers were donated.



The Present

- Operated by volunteers
- Over 1,100 memberships
- Averaged 233 items checked out/month
- In the last 15 years the circulation has grown to over 10,000 items
- In early 2019, Library forced to close due to roof damage and snowstorm



The Future

- Meet the changing expectations of library; not only research and educational needs, but also social and community connections
 - Comfortable gathering space for community
 - Computers, technology, and learning lab
 - Children's programs and activities
 - Historic preservation
 - Safe study space



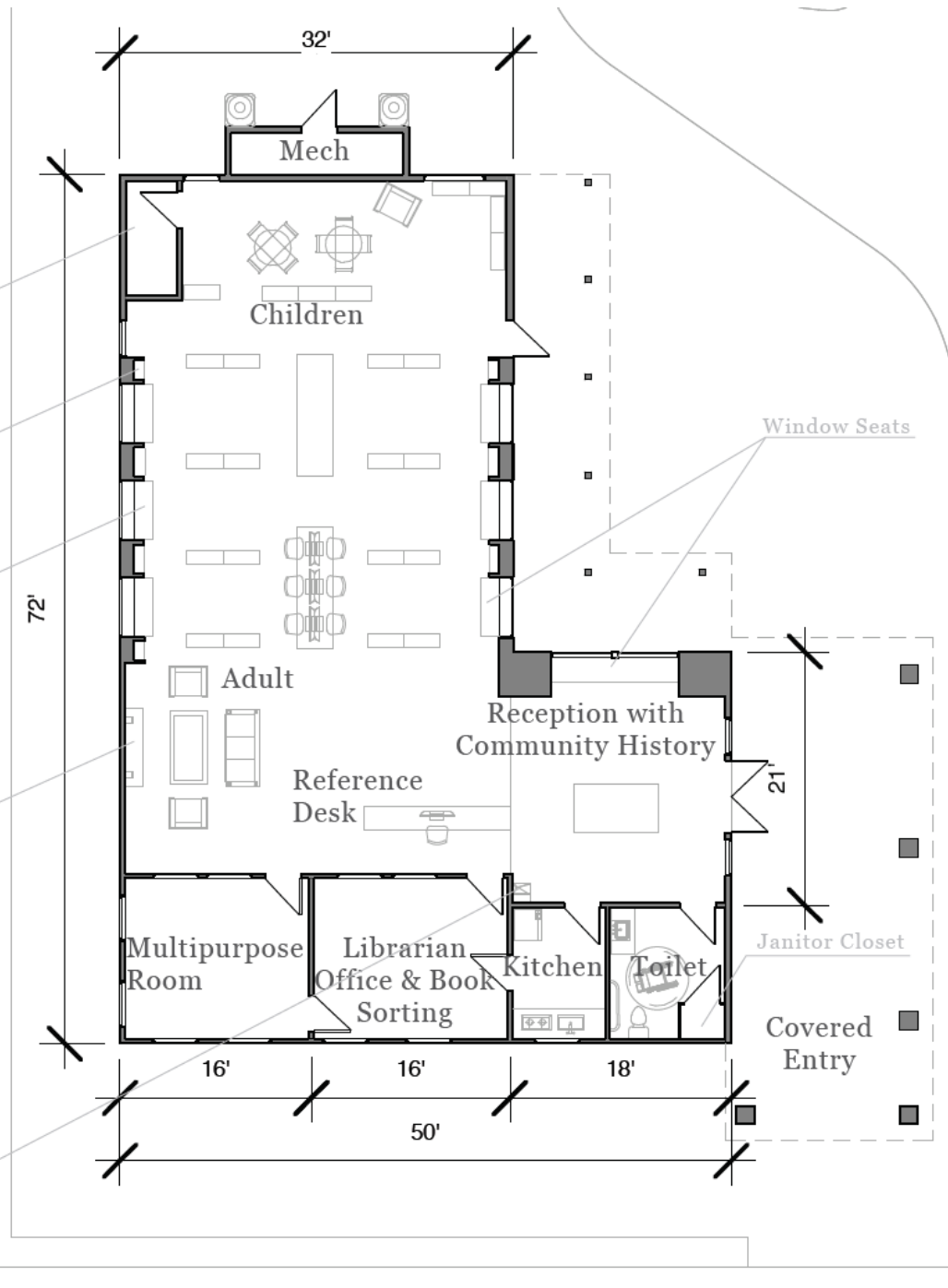
The Future

- Part-time Librarian and Volunteer Coordinator to ensure regular operating hours
- Larger print circulation, including magazines and newspapers
- Digital circulation, including books, audio books, and magazines
- Regular programming, including children's story time, arts and crafts
- Chromebook and tablet access for in library use
- Video gaming center for teens
- Preservation of community history



LIBRARY

Room	Net SF
Reception Area	335
Main Library Area	1717
Toilet	91
Kitchen	82
Office/Book Sorting	210
Multipurpose Room	200
Storage	40
Mechanical	48



EAST 1ST STREET



Project Budget

Building Renovation Costs	\$188,035
FF&E	\$ 38,960
Design and Engineering	\$ 31,595
Site Development	\$ 10,775
Contingency	\$ 15,085

Total Cost Estimate **\$284,450**



Capital Campaign

- City has pledged \$90,000 toward project, leaving need for additional \$210,000
- \$2,500 – Small individual donations
- \$15,000 – Medium donations and grants from nonprofits and businesses
- \$193,500 – Large grants from regional foundations, such as the Ford Family Foundation and the Collins Foundation
- Development of one page or tri-fold brochure with giving information





A Legacy of Giving

Augustana College

Augustana College

Recognized as a **best value** in private institutions.

TOUCH TO BEGIN



 **CARROLL**
HOSPITAL CENTER

Service • Performance



Mission

Carroll Hospital Center is committed to providing the highest quality of patient care and service. Our mission is to meet the needs of our patients and the community through excellence in patient care, education, research, and service.

Compassion Spirit

Accountability

Values

Carroll Hospital Center values the following:

- Integrity
- Respect
- Teamwork
- Innovation
- Excellence
- Patient-Centered Care
- Continuous Improvement
- Accountability
- Compassion
- Collaboration
- Communication
- Customer Focus
- Diversity and Inclusion
- Financial Stewardship
- Flexibility
- Honesty
- Leadership
- Learning and Development
- Safety
- Transparency
- Trust
- Vision





HOME
RECOGNITION
GARDEN



Timeline

- Community Presentations and Letters of Support
 - March 4 – Lowell/Fall Creek Education Foundation
 - April 8 – Lowell Fire Department
 - April 27 – Lowell School Board
- Fundraising Events and Activities
 - April 1 – The Bridge Newsletter insert
 - April 5 – Lowell Grange
 - May – Movie Night at the Library
- Foundation Grants
 - May – Ford Family Foundation
 - May – Collins Foundation



AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: March 14, 2020
SUBJECT: City Administrator Objectives

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

Each year, I provide a copy of my proposed objectives to the City Council for review and consideration. The objectives are to be used as one criterion for which to evaluate my leadership and effectiveness. A copy of the proposed 2020 City Administrator Objectives is attached for your review.

FISCAL IMPACT:

None.

COURSES OF ACTION:

1. Motion to approve the 2020 City Administrator Objectives, as written.
2. Motion to approve the 2020 City Administrator Objectives, as amended.
3. No action.

RECOMMENDATION:

Motion to approve the 2020 City Administrator Objectives, as written.

ATTACHMENTS:

1. 2020 City Administrator Objectives

City of Lowell

City Administrator Objectives

Jared Cobb, City Administrator Objectives for 2020

Criteria for the City Council to evaluate the effectiveness of the City Administrator's leadership of the City of Lowell.

Section A – Relationship with the City Council

City Council Development:

The Administrator will successfully facilitate the training of Council members by providing opportunities for Council members to attend appropriate workshops and conferences.

Example of Council Evaluation Criteria

- *The Administrator shall submit to the Council, not later than November of 2020, a list of professional development opportunities provided to the Council.*
- *Not later than June of 2020, the Council and Administrator will participate in the development of a Governance Handbook, which results in accountability and defines the roles, relationships and expectations of the Administrator.*
- *Not later than December of 2020, City Administrator shall identify resources and develop the first draft of a councilor orientation handbook.*

Council and Administrator Relationships:

The Administrator and each Council member will schedule a biannual meeting or conference call to discuss philosophical points of view regarding the future of the City.

Example of Council Evaluation Criteria

- *The Administrator will present a list of the meetings held with each Council member.*

Section B – Administration of the City

Improve Support Services:

The Administrator will ensure that the support services of finance, human resources, and information technology are performing at the level expected by the Council.

Example of Council Evaluation Criteria

- *The Administrator will provide recommendations to the Council to address any material weaknesses or*

significant deficiencies identified in the FY 2019 Audit within 30 days of receiving the report.

Section C – City Leadership

Improve City Services:

The Administrator will ensure that the quality and scope of services provided to residents continues to improve.

Example of Council Evaluation Criteria

- *The Administrator, not later than November 2020, shall present a progress report on the improvements made to services provided within each department.*

Building Collaboration with Other Governmental Organizations

The Administrator will ensure that the quality and scope of services provided to residents continues to improve as the result of maximizing governmental collaborations.

- *The Administrator shall report quarterly on outreach opportunities focused on building collaboration with other governmental organizations.*
- *City Administrator shall partner with the Lowell Fire Department and/or Lowell School District and conduct emergency preparedness training exercises.*

Section D - Personnel

Improve the Human Resource Capacity of the City:

The Administrator shall ensure that the human resource capacity of the City improves each and every year.

Examples of Board Evaluation Criteria

- *The Administrator will foster an organizational culture of continual training and development. During the 2020/2021 budget process, the administrator will present a department by department training program, with associated budgeted funds to address the needs of each department.*
- *The Administrator shall develop individual staff and department objectives and shall review the objectives with the City Council, not later than April 1, 2020.*
- *The Administrator will ensure that each staff member is annually evaluated, with meaningful recommendations and appropriate plans for remediation included within the evaluation.*
- *The Administrator will review the City's personnel policies and recommend revisions to the Personnel Handbook by May of 2020.*

Section E – Business and Financial Management

Financial Management:

The Administrator shall ensure that the City is fiscally sound.

Example of Council Evaluation Criteria

- *The Administrator shall present revenue options to the City Council for maintenance and repair of streets, sidewalks, and stormwater drainage by August 1.*
- *The Administrator will report quarterly on the status of the budget as it applies to the evaluation criteria established by Resolution 644, used to assess that the City has a fiscally sound budget and the necessary reserves to meet the expectations defined by the Council.*
- *By not later than May of 2020, the Administrator will present to the Budget Committee a draft balanced budget for the 2020/2021 fiscal year.*

Facility and Equipment Management

The Administrator shall ensure that the facilities are properly maintained.

Example of Council Evaluation Criteria

- *By not later than December of 2020, the City Administrator shall submit an annual maintenance inspection report of facilities to the City Council.*
- *The Administrator shall facilitate an annual Facility Site visit of the Council to review the facilities of the City and other community facilities (i.e. Grange, Schools, Fire Department) by June 2020.*

Section F – Community Relationships

Outreach to Staff, Residents, and the Community

In an effort to improve relationships, the Administrator shall implement an outreach program to staff, residents, and community.

Examples of Council Evaluation Criteria

- *The Administrator shall present an annual report of official city communications using the website and other social media to the City Council by November of 2020.*
- *The Administrator will provide an annual report to the Budget Committee that reflects the growth in the City, in terms of population, property values and/or utility connections.*
- *The Administrator will ensure the proper functioning of the advisory/independent committees and*

shall provide regular updates of activities in the monthly City Administrator Report.

Section G – Individual Characteristics

No objectives were developed for this section

Section H – Job Related Characteristics

No objectives were developed for this section

Section I – Annual Objectives

This section does not require objectives

Approved:

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Max Baker, Public Works Director
DATE: March 14, 2020
SUBJECT: Annual TMDL Report

- DISCUSSION**
- ACTION**
- RESOLUTION**
- ORDINANCE**
- PROCLAMATION**
- REPORT**

SUMMARY:

Staff is required to update the City Council annually on the status of our TMDL Plan. A copy of the plan is attached for your review. Staff will provide an overview of the plan, current activities and projects.

FISCAL IMPACT:

N/A

COURSES OF ACTION:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

1. TMDL Report

POLLUTANT	SOURCE of POLLUTANT	STRATEGY <i>What we are doing and will do to reduce pollution from this source</i>	ACTIONS <i>Specific ways to implement strategies</i>	BENCHMARK <i>Intermediate indicators to know progress is being made</i>	TIMELINE	MEASURE <i>How we will track implementation and completion</i>	STATUS
Temperature	1. Solar radiation input	a. Protect and enhance existing riparian vegetation and wetland habitats	Continue to review existing watershed maps/aerial images and identify priority areas for riparian plantings	<ul style="list-style-type: none"> ▪ Document aerial images that will be used as baseline for use in 2020 assessment 	<ul style="list-style-type: none"> ▪ Year 1: Document most recent aerial images that will be used as the baseline for comparison in 2020 ▪ Year 3: Compare changes in aerial images of vegetation from baseline images to most recent images. ▪ Year 3: Develop priority list of areas for riparian plantings or maintenance of previous plantings. ▪ Year 3: Identify funding needed to address priority list ▪ Years 4-5: Implement new plantings or maintain previous plantings per the priority list and available funding 	<p>Priority list and map of priority areas is reviewed and updated every two years, starting in 2018</p> <p>Priority list of planting areas is developed, and funding needs are quantified</p>	Completed See Note 1a
			Enforce riparian protection requirements in Lowell Development Code 9.600-9.604	<ul style="list-style-type: none"> ▪ Tracking mechanism for code violations is in place 	<ul style="list-style-type: none"> ▪ In progress, ongoing ▪ Annual review 	<p>Track and document code violations of LDC, and any enforcement actions taken, as it relates to riparian and wetland setbacks</p> <p>Track and document variances to development codes that the city grants within setback areas.</p>	See note 1b

			Continue to partner with USACE to monitor, enhance and improve West Boundary riparian restoration area	<ul style="list-style-type: none"> Assist in removal of non-native plants and replace with native species Monitor progress of planted vegetation Provide bi-weekly watering for new vegetation during dry weather 	<ul style="list-style-type: none"> Contact and begin working with USACE Provide seasonal updates to USACE on survival of vegetation 	Track and document work completed as part of this partnership, including size of areas treated for invasive species, plant mortality rates, and watering schedule.	See note 1c
		b. Work with Middle Fork Willamette Watershed Council to develop public education program	Collaborate with MFWWC to provide outreach events and materials to community members	<ul style="list-style-type: none"> Sponsor or support at least one public education/outreach event annually Publish at least one education article in local newsletter and on City website annually 	<ul style="list-style-type: none"> Years 1-5: Provide support for at least one event every year Years 1-5: Publish at least one article a year in newsletter and website Annual Review 	<ul style="list-style-type: none"> Track dates of events held, support city provided, number of attendees, and outreach/ education topics covered 	See note 1d
	2. Wastewater treatment plant discharge	a. Maintain low Effluent Temperatures	Maintain compliance with NPDES permit requirements	<ul style="list-style-type: none"> Reporting shows effluent temperature complies with permit requirements 	<ul style="list-style-type: none"> In progress and ongoing Annual review 	Track deviations from NPDES requirements	100% compliance
POLLUTANT	SOURCE of POLLUTANT	STRATEGY <i>What we are doing and will do to reduce pollution from this source</i>	ACTIONS <i>Specific ways to implement strategies</i>	BENCHMARK <i>Intermediate indicators to know progress is being made</i>	TIMELINE	MEASURE <i>How we will track implementation and completion</i>	STATUS
Bacteria	3. Pet/Animal waste & yard debris	a. Reduce the amount of pet/animal waste that is not properly disposed of	<ul style="list-style-type: none"> Maintain pet/animal waste stations including bags, educational signs, and other information at City Parks Inspect stations weekly with park inspections 	<ul style="list-style-type: none"> Pet/animal Waste Bags being used/replaced Stations inspected and cleaned weekly 	<ul style="list-style-type: none"> In progress, ongoing Annual review 	<ul style="list-style-type: none"> Track maintenance schedule and annual cost of maintaining pet stations 	Completed See note 3a

		b. Educate citizens about the importance of removing yard debris, and animal waste, from waterways & riparian areas	Enforce existing pet/animal waste ordinance	<ul style="list-style-type: none"> Ordinance 289 LRC 5.204(a)(1-3) in place and enforced 	<ul style="list-style-type: none"> In progress, ongoing Annual review 	<ul style="list-style-type: none"> Track the number of citations issued 	See note 3b
			<ul style="list-style-type: none"> Provide Monthly green waste disposal events to citizens of Lowell Provide educational information on City website 	<ul style="list-style-type: none"> Publish informational article(s) on City website Advertise green waste drop off 	<ul style="list-style-type: none"> Monthly events provided Annual review 	<ul style="list-style-type: none"> Track community involvement with green waste drop off, e.g. number of households that participate, or amount of waste collected Document educational information provided Track number of educational events and topics covered 	Completed see note 3c
	4. Stormwater discharge	a. Educate the public of ways to minimize stormwater impacts	<ul style="list-style-type: none"> Distribute fact sheets at City Hall Post informational materials on water quality to City website 	<ul style="list-style-type: none"> Fact sheets available Informational material available on website 	<ul style="list-style-type: none"> Year 1: Begin reviewing existing information in 2018 Years 2-5: Publish and maintain materials on website, and make available at City Hall upon completion 	Copies of fact sheets available at City Hall and posted on website	See note 4a
			Support Middle Fork Watershed Council in securing funding and expanding educational programs focused on improving water quality	<ul style="list-style-type: none"> Projects identified Proposals submitted to implement educational activities 	<p>Years 1-2: Identify key educational messages</p> <p>Years 1-2: Identify resources available to support educational programs</p> <p>Years 3-5: implement initiatives depending on funding and support</p>	Track the number of educational events and initiatives undertaken by the Middle Fork WC that are supported by the City, e.g. in-kind support, financial support, etc.	See note 4b

			Add materials on stormwater to the City website	Materials reviewed and selected	<ul style="list-style-type: none"> ▪ Year 1: Begin reviewing existing information in 2018 ▪ Year 2: Add materials to website ▪ Years 3-5: Update website info as needed 	Stormwater section added to Website and kept current	See note 4c
		b. Illicit discharge, detection and elimination (IDDE)	Enforce existing Discharge ordinance(s)	<ul style="list-style-type: none"> • Ordinance 266 LRC 4.248-4.273(a)(b) in place and enforced • Ordinance 252 LDC 9.520 in place and enforced 	<ul style="list-style-type: none"> • In progress, ongoing • Annual review 	<ul style="list-style-type: none"> • Track and document the number of IDDEs and any citations 	See note 4d
	5. Wastewater treatment plant	Maintain low Effluent bacteria levels	Maintain compliance with NPDES permit requirements	<ul style="list-style-type: none"> ▪ Undertake annual reporting process ▪ Reporting shows effluent bacteria complies with permit requirements 	<ul style="list-style-type: none"> ▪ In progress and ongoing ▪ Annual review 	Track deviations from NPDES permit	100% compliance
POLLUTANT	SOURCE of POLLUTANT	STRATEGY <i>What we are doing and will do to reduce pollution from this source</i>	ACTIONS <i>Specific ways to implement strategies</i>	BENCHMARK <i>Intermediate indicators to know progress is being made</i>	TIMELINE	MEASURE <i>How we will track implementation and completion</i>	STATUS
Mercury	6. Natural background in soil and rock	Decrease soil disturbance in areas sensitive to erosion	Ensure compliance with Section 9.632 of the Land Development Code	Review LDC requirements annually	<ul style="list-style-type: none"> ▪ In progress, ongoing ▪ Annual review 	Track applications; document violations and enforcement actions	See note 6
	7. Erosion and Sedimentation	Decrease/Limit sedimentation and erosion from new construction	Require 1200-C permits for new large developments	<ul style="list-style-type: none"> ▪ Include 1200-C information at City Hall and City website ▪ 1200-C incorporated in application review when needed 	<ul style="list-style-type: none"> ▪ In progress, ongoing ▪ Annual review 	Track new Developments which require a 1200-C	See note 7
	8. Construction and expansion of infrastructure	Evaluate each Development one acre or larger using LDC 9.520(g)(1-8)	Ensure compliance with Section 9.520 of the Land Development Code	Provide information on treatment methods at City Hall	<ul style="list-style-type: none"> ▪ In progress and ongoing ▪ Annual review 	Track and monitor new developments; document violations and enforcement actions.	See note 7

POLLUTANT	SOURCE of POLLUTANT	STRATEGY <i>What we are doing and will do to reduce pollution from this source</i>	ACTIONS <i>Specific ways to implement strategies</i>	BENCHMARK <i>Intermediate indicators to know progress is being made</i>	TIMELINE	MEASURE <i>How we will track implementation and completion</i>	STATUS
All Pollutants	9. Pollutant prevention and Program support	Implement outreach and education activities	Provide training for Public Works Staff	<ul style="list-style-type: none"> Training selected and scheduled 	<ul style="list-style-type: none"> Year 1: Review training materials that are available Years 1-5: provide at least one training a year Annual review 	Track and document trainings attended and topics covered. Document that all public works employees are up to date using latest materials	See note 8a
			Add interpretive signage associated with restoration projects as they are completed	<ul style="list-style-type: none"> Sign designed and sites determined as projects are completed 	<ul style="list-style-type: none"> Years 1-2: identify at least one location where signage is appropriate Years 1-3: identify funding needs for installing at least one sign Years 4-5 Install at least one interpretive sign 	At least one interpretive signs installed in the City of Lowell during this five year cycle	See note 8b
		Reduce the amount of hazardous waste that is not properly disposed of	Host Annual Hazardous Waste Clean up	<ul style="list-style-type: none"> Annual event scheduled 	<ul style="list-style-type: none"> In progress, ongoing Annual review 	Document event date, and volume collected	Completed 3/29/2019 see note 8c
		Seek opportunities to partner with other local governments and organizations to implement mutual strategies	<ul style="list-style-type: none"> Continue to be involved in regional water resource planning efforts 	<ul style="list-style-type: none"> Two meetings attended annually 	<ul style="list-style-type: none"> In progress, ongoing Annual review 	<ul style="list-style-type: none"> Track attendance at region-wide water resource planning meetings Track support of proposals that work on region-wide coordination 	See note 8d

	TMDL review and updating	Review and update TMDL plan as required by DEQ.	<ul style="list-style-type: none"> ▪ Submit annual report to DEQ on status of TMDL implementation every year ▪ Submit Five Year Review and updated TMDL matrix every 5 years. ▪ Send City Council copies of TMDL materials ahead of annual city council meeting where TMDL is discussion in the agenda 	<ul style="list-style-type: none"> ▪ Years 1-4: Submit annual report. ▪ Year 5: Submit Five Year review and Updated Plan ▪ Annual report or five year review presented to City Council 	<ul style="list-style-type: none"> ▪ Annual report submitted on time every year ▪ Five Year review and updated TMDL plan submitted on time <p>Document annual City Council meeting minutes</p> <p>Annual review</p>	Completed See note 8e
	City Council support for water quality efforts	Ensure City Council is aware of TMDL requirements and plan and city-wide efforts to improve water quality.				