

**Lowell City Council**  
**Work Session and Regular Meeting Agenda**  
**Tuesday, May 19 at 7 P.M.**  
Maggie Osgood Library  
70 N. Pioneer Street

**This meeting will be held electronically through Zoom. Limited seating is available at the Library. Members of the public are encouraged to provide comment or testimony through the following:**

- Joining by phone, tablet, or PC. For details, click on the event at [www.ci.lowell.or.us](http://www.ci.lowell.or.us).
- In writing, by using the drop box at Lowell City Hall, 107 East Third Street, Lowell, OR 97452
- By email to [jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)

**Work Session**

**Call to Order/Roll Call**

Councilors: Mayor Bennett \_\_\_\_ Harris \_\_\_\_ Stratis \_\_\_\_ Dragt \_\_\_\_

Work sessions are held for the City Council to receive background information on City business and to give Council members an opportunity to ask questions and express their individual views. No decisions are made, and no votes are taken on any agenda item. The public is invited to attend, however, there is generally no public comment period.

**Work Session Topic(s)**

1. Utility Payment Assistance Program
2. Utility Payment In Lieu of Franchise Fee
3. Fiscal Year 2020/21 Utility Rates
4. Main Street and Lakeview Avenue Financing
5. Building Inspection Fund
6. Fireworks Display

**Adjourn**

**Regular Meeting (Immediately following Work Session)**

**Call to Order/Roll Call/Pledge**

Councilors: Mayor Bennett \_\_\_\_ Harris \_\_\_\_ Stratis \_\_\_\_ Dragt \_\_\_\_

**Approval of Agenda**

**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 Meeting Minutes for April 21, 2020

City Council Work Session for April 29, 2020

City Council Special Meeting for May 14, 2020

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 the City Clerk, Joyce Donnell, at 541-937-2157.

Financial Report for March 2020  
Check Register for April 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.

**Staff Reports:**

- City Administrator Report
- Quarterly Financial Report
- Public Works Report
- Police Report

**Old Business:** None.

**New Business:**

1. Resolution 741 – Local State of Emergency Declaration – Discussion/Possible Action

**Other Business**

**Mayor Comments**

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

**Adjourn**

**CITY OF LOWELL, OREGON**

**RESOLUTION 742**

**A RESOLUTION ESTABLISHING A UTILITY ASSISTANCE PROGRAM FOR ALL CUSTOMERS RECEIVING RESIDENTIAL WATER AND SEWER SERVICE FROM THE CITY OF LOWELL THAT MEET AND DOCUMENT ELIGIBLE HOUSEHOLD INCOME CRITERIA**

**WHEREAS**, the Budget Committee discussed the need for providing rate relief for the duration of the COVID-19 pandemic; and

**WHEREAS**, the City Council discussed and reviewed options to address a rate relief program for low-income residents at work sessions on May 19, 2020 and June 2, 2020; and

**WHEREAS**, a public hearing was held on June 2, 2020 to solicit input from residents on the draft program; now therefore

**BE IT RESOLVED** that the Lowell City Council establishes a Utility Assistance Program providing for a 15/20/25% reduction in base water and sanitary sewer fees if the customer meets the following eligibility criteria:

1. Customer maintains both water and sanitary sewer service.
2. Customer has a household income less than 60% of the statewide median income.
3. Customer can document household income by their most recent state and federal tax return, Form SSA 1099, or other approval letter from a state or federal agency qualifying them for such programs that are based on income.

**BE IT FURTHER RESOLVED** that this resolution shall take effect July 1, 2020.

Adopted by the City Council of the City of Lowell this 16<sup>th</sup> day of June 2020.

Yea: \_\_\_\_\_

Nay: \_\_\_\_\_

Approved: \_\_\_\_\_  
Don Bennett, Mayor

Attest: \_\_\_\_\_  
Jared Cobb, City Recorder

**RESOLUTION NO. 6543**

A RESOLUTION REVISING THE LOW-INCOME ASSISTANCE PROGRAM FOR ALL CUSTOMERS RECEIVING RESIDENTIAL WATER SERVICE FROM THE CITY OF ALBANY AND REPEALING RESOLUTION NO. 5451 (A RESOLUTION REVISING THE LOW-INCOME ASSISTANCE PROGRAM FOR ALL CUSTOMERS RECEIVING RESIDENTIAL WATER SERVICE FROM THE CITY OF ALBANY).

WHEREAS, the Mayor's Water Task Force reviewed the needs of, and funding for, the City's water system from September 2001 to September 2004; and

WHEREAS, the Water Task Force's proposed Water Financial Plan was adopted by the Albany City Council on October 13, 2004; and

WHEREAS, the Water Financial Plan included recommendations from the Mayor's Water Task Force to implement a low-income assistance program for qualifying water customers; and

WHEREAS, City staff received direction on program specifics from the Albany City Council on May 11, 2005, June 11, 2007, and October 12, 2016; and

WHEREAS, the City Council recommends relaxing qualification criteria to expand the program and provide further assistance to Albany water customers.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that Resolution 5451 is hereby repealed as of the effective date of this resolution; and

BE IT FURTHER RESOLVED that the Low-Income Assistance Program, including credits and surcharges, as described in Exhibit A (attached hereto) is hereby adopted; and

BE IT FURTHER RESOLVED that this resolution shall take **effect January 1, 2017**.

DATED THIS 12<sup>TH</sup> DAY OF OCTOBER 2016.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

## **EXHIBIT A**

### **DEFINITIONS**

*Disabled:* Persons who are unable to engage in any substantial paid activity by reason of any documented, medically determinable, physical, or mental impairment that can be expected to last for twelve continuous months or longer. A statement of disability benefits may be considered proof of disability for an applicant.

*Senior Citizen:* Persons who are at least 60 years old.

*Low-Income:* Defined as 70 percent of Linn County's median income, for the respective family size, as determined by the Housing and Urban Development (HUD) income limits defined by their Policy Development and Research Information Service.

### **QUALIFICATION CRITERIA**

- Low income and a senior citizen, or
- Low income and disabled.
- Water bill must be in qualifying person's name.
- Qualifying person must be at least 18 years old.

### **LEVEL OF ASSISTANCE**

Qualifying customers shall receive a credit for up to their first four units of water consumption for each monthly bill. Base charge, residential surcharge, and all charges for consumption greater than four units still apply. Credits cannot be banked or saved. Credits not used in any particular month may not be carried forward to be used in any subsequent month.

### **RECERTIFICATION**

Qualifying customers will be required to re-certify annually.

### **PROGRAM FUNDING**

The program will be funded through a surcharge on residential customer's water bills. The surcharge is designed to cover the cost of providing the credit and administration fees. The surcharge will be established in water rate resolutions.

The surcharge will be adjusted annually to maintain adequate revenue to cover actual program costs.

**2020/21 UTILITY ASSISTANCE PROGRAM APPLICATION**

*You must re-apply each year to remain eligible.*

**Proof of income must accompany this form for processing**

I (we) hereby request City of Lowell to reduce the Water and Sewer utility base fee based on the following information.

**APPLICANT'S NAME:** \_\_\_\_\_

**CO-APPLICANT'S NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **SSN (last 4 digits):** \_\_\_\_\_

**SERVICE ADDRESS:** \_\_\_\_\_

(The property receiving service for which the reduction is sought must be applicant's principal residence.)

**MAILING ADDRESS:** \_\_\_\_\_

Other persons occupying the residence:

**NAME**

**RELATIONSHIP**

_____	_____
_____	_____
_____	_____

In order to qualify, the maximum combined annual income for all persons residing at the residence must be at or below the income for the size of household as listed on the back of this form. You must provide proof of your household monthly income, and hereby consent to provide all information deemed necessary to make such determination. The applicant must submit a copy of their most recent state and federal tax returns or Form SSA 1099 or other approval letter from a state or federal agency qualifying them for such programs that are based on income.

If this application is approved, it shall become effective for the next billing period (no retroactive adjustments) and will be in effect until June 30, 2021.

**UNDER PENALTIES OF FALSE SWEARING, I/WE, THE UNDERSIGNED, STATE THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT. I/WE FURTHER AGREE TO IMMEDIATELY NOTIFY THE CITY OF ANY CHANGE IN THE ABOVE INFORMATION. BY SIGNING THIS FORM, I/WE AUTHORIZE THE RELEASE OF INFORMATION TO THE CITY OF LOWELL FOR PURPOSES OF VERIFYING ELIGIBILITY.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

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

**RETURN TO: City of Lowell, Attn: Joyce Donnell  
PO Box 490, Lowell, OR 97452  
Phone: 541-937-2157**

**FOR CITY OF LOWELL USE ONLY**

Date & Approval By: \_\_\_\_\_ Entered By: \_\_\_\_\_ Date Entered \_\_\_\_\_ Act#: \_\_\_\_\_

**Income Guidelines – 2020/21**  
**60% of Median Income (Oregon Statewide Average)**

Size of Family Unit	Annual Income 60% of Median
1	\$25,983
2	\$33,978
3	\$41,973
4	\$49,967
5	\$57,962
6	\$65,957
7	\$67,456
8	\$68,955
each additional member	\$1,499

**How the Discount Works:**

Once approved by the City of Lowell, the City of Lowell will process your application and you should see a 15/20/25% reduction in your water and sewer base charges on the next billing cycle. Forms turned in after the 15th of the month will be processed the following month. If you are renting, the reduced rates should be reflected on the bill from your rental company. If not, please contact them.

I have read and understand the process as explained above \_\_\_\_\_  
Initial here

# Application for Financial Assistance Credits

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

UB Account No: \_\_\_\_\_ No. of people in household \_\_\_\_\_

Phone # you can be reached: \_\_\_\_\_

Own/Purchasing

Renting - Landlord \_\_\_\_\_

► Please attach current proof (documentation) for **all boxes checked**.

*Proof of current documentation is required for all boxes checked.*

*Letters from Agencies providing proof of acceptance and timeframe.*

Supplemental Social Security Income

Oregon Medical Card

Food Stamps

Medicaid

Free & Reduced School Lunch or Breakfast Program

Other Evidence of Financial Hardship

How did you hear about program:  Local Paper  Flyer  Other \_\_\_\_\_

### Instructions:

- 1 Applies to single family residences only.
- 2 Person applying name must be named on an active Newberg Municipal Services Billing Account.
- 3 Check the box(s) for the documentation(s) you will be attaching.
- 4 **Return to: Attn: Barbara - Finance Dept.**  
**414 E First Street; PO Box 970, Newberg, Oregon 97132**
- 5 Applications received will be reviewed within 30 days.
- 6 Applicants agree to meet with Finance Staff to receive a water conservation kit as part of the approval process.

If you are approved and received the water conservation kit, you will be eligible to receive up to \$25.00 per month as a credit on your Municipal Service Billing Statement.

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

Expires: June 30, \_\_\_\_\_

\_\_\_\_\_  
Signature of City Manager or Designee

*Providing fraudulent information will be subject to termination of assistance.*





### Reduced Utility Rates - Renewal Year: 2020

Renewal:  | New:  Date: \_\_\_\_\_ | Utility Account #: \_\_\_\_\_

Applicant: \_\_\_\_\_ | Spouse: \_\_\_\_\_

Applicant Age: \_\_\_\_\_ | Spouse Age: \_\_\_\_\_ | Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Dependent:** List of dependents claimed on Income Tax forms. (Please Print)

1. Name \_\_\_\_\_ | Age \_\_\_\_\_ | Relationship \_\_\_\_\_

2. Name \_\_\_\_\_ | Age \_\_\_\_\_ | Relationship \_\_\_\_\_

3. Name \_\_\_\_\_ | Age \_\_\_\_\_ | Relationship \_\_\_\_\_

4. Name \_\_\_\_\_ | Age \_\_\_\_\_ | Relationship \_\_\_\_\_

**Occupants:** Other than a Spouse or Dependent Children| Person who live in the household and either contribute to household expenses or are renting space in the dwelling. All income received must be accounted for and disclosed on the application.

1. Name: \_\_\_\_\_ | Contributed to Household expenses  Yes

2. Name: \_\_\_\_\_ | Contributed to Household expenses  Yes

3. Name: \_\_\_\_\_ | Contributed to Household expenses  Yes

Applicant Signature: \_\_\_\_\_ | Date Signed \_\_\_\_\_

**Signature is required:** by signing this document, the signer is acknowledging that the information is true and correct to the best of the signer's knowledge.

Please use a separate sheet for additional Dependents or Occupants



### Yearly Income [Instructions]

**Please list all entries as Total Income received before deductions not as what is received monthly!**

**Applicants please remember that documentation for each source of income is required. In addition, must be accompanied by 3 recent months of Bank Statements; Failure to provide documentation will result in approval delays and the possibility of your application being returned.**

**For any follow-up questions please Call (503)657-8151**

Wages, Salaries, Tips   Total Yearly	\$
Interest from Checking / Savings Account if Applicable   Total Yearly	\$
Child Support / Alimony - Must have documentation   Total Yearly	\$
Business Income / Capital Gains (Exclude losses and expenses) Total Yearly (Must provide Schedule C from tax return)	\$
Individual Retirement Account Distributions   Total Yearly	\$
Pension Income / Life Insurance Distributions   Total Yearly	\$
Real Estate Income / Rental Income   Total Yearly	\$
Unemployment Income / Total Yearly	\$
Social Security Income / Social Security Disability Income   Total Yearly	\$
Veterans Benefits / Active Duty Military Pay and Benefits   Total Yearly	\$
Assistance / Friends, Family, Others person.	\$
All Other Income: Income received from all sources not included above or from other individuals that may be helping pay household expenses.	\$
Total Yearly Income	\$



**2019-20 APPLICATION FOR REDUCTION OF CITY OF VENETA  
UTILITY CHARGES FOR LOW INCOME RESIDENTS**  
*You must re-apply each year to continue the reduction in your utility services.*

**Proof of income must accompany this form for processing**

I (we) hereby request City of Veneta to reduce the Water & Sewer utility base fee based on the following information  
(Please Print):

**APPLICANT'S NAME:** \_\_\_\_\_

**CO-APPLICANT'S NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **SSN (last 4 digits):** \_\_\_\_\_

**SERVICE ADDRESS:** \_\_\_\_\_

(The property receiving service for which the reduction is sought must be applicant's principal residence.)

**MAILING ADDRESS:** \_\_\_\_\_

Other persons occupying the residence:

**NAME**

**RELATIONSHIP**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In order to qualify, the maximum combined annual income for all persons residing at the residence must be at or below the income for the size of household as listed on the back of this form. **You must provide proof of your household monthly income**, and hereby consent to provide all information deemed necessary to make such determination. The applicant must submit a copy of their most recent state and federal tax returns or Form SSA 1099 or other approval letter from a state or federal agency qualifying them for such programs that are based on income.

If this application is approved, it shall become effective for the next billing period (no retroactive adjustments) and will be in effect until June 30, 2020.

**UNDER PENALTIES OF FALSE SWEARING, I/WE, THE UNDERSIGNED, STATE THAT THE FORGOING INFORMATION IS TRUE AND CORRECT. I/WE FURTHER AGREE TO IMMEDIATELY NOTIFY THE CITY OF ANY CHANGE IN THE ABOVE INFORMATION. BY SIGNING THIS FORM, I/WE AUTHORIZE THE RELEASE OF INFORMATION FROM THE LOW INCOME ENERGY ASSISTANCE PROGRAM TO THE CITY OF VENETA FOR PURPOSES OF VERIFYING ELIGIBILITY.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

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

**RETURN TO: City of Veneta, Attn: Ann Frydendall  
PO Box 458, Veneta, OR 97487  
Phone: 541-935-2191**

**FOR CITY OF VENETA USE ONLY**

Date & Approval By: \_\_\_\_\_ Entered By: \_\_\_\_\_ Date Entered \_\_\_\_\_ Act#: \_\_\_\_\_

Income Guidelines – 2019-20  
60% of Median Income (Oregon Statewide Average)

Size of Family Unit	Annual Income 60% of Median	Monthly Income 60% of Median
1	\$22,622	\$1,792.14
2	\$29,587	\$2,343.56
3	\$36,549	\$3,045.75
4	\$43,511	\$3,625.92
5	\$50,473	\$4,206.08
6	\$57,435	\$4,786.25
7	\$58,740	\$4,895.00
8	\$60,045	\$5,003.75
9	\$61,351	\$5,112.58
10	\$62,656	\$5,221.33
11	\$63,961	\$5,330.08
12	\$65,267	\$5,438.92
each additional member	\$1,306	\$108.83

How the discount works:

Once approved by the City of Veneta, the City of Veneta will process your application and you should see a 25% reduction in your water and sewer base charges on the next billing cycle. Forms turned in after the 15th of the month will be processed the following month. If you are renting, the reduced rates should be reflected on the bill from your rental company. If not, please contact them. For assistance or more information contact Ann at 541-935-2191.

I have read and understand the process as explained above \_\_\_\_\_  
Initial here



# City of West Linn

22500 Salamo Road  
West Linn, Oregon 97068

# LOW INCOME UTILITY ASSISTANCE PROGRAM

### Section 1:

#### **Application for Reduced Water, Sewer, Surface Water, Street and Park Maintenance Charges**

Date: \_\_\_\_\_ Utility Account Number: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_@\_\_\_\_\_

Number of persons in household: \_\_\_\_\_

### Section 2:

#### **Must attach copies of the following:**

The most recent tax return, tax forms, and other supporting documentation indicating that all sources of income are considered for testing against the HHS Poverty Guidelines.

### Section 3:

#### **Requirements to Qualify for Reduced Water, Sewer, Surface Water, Street and Parks Maintenance Charges**

Yes	No	
		Applicant is the principal resident at the above address and receives bill in their name for utility services.
		The maximum household income from all sources from all persons in the household does not exceed the poverty guidelines. <i>See Attachment A.</i>

### Section 4:

#### **Signature, Certification, and Pledge**

I/we certify that the above is true and correct and should the above conditions change in any manner, I/we will immediately notify the City Utility Billing Department. I/we understand that once this application is approved, annual renewal will be required. Each year a renewal application will be mailed to the applicant. In order to continue receiving the reduced billing rates for the next year, I/we must return the completed application to the City of West Linn by July 1.

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Signature of co-applicant, if applicable

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

#### **Office Use Only**

Approved by: _____	Date: _____
--------------------	-------------

*Attachment A*

**Department of Health and Human Services Poverty Guidelines**

<https://aspe.hhs.gov/poverty-guidelines>

“The poverty guidelines are the other version of the federal poverty measure. They are issued each year in the Federal Register by the Department of Health and Human Services (HHS). The guidelines are a simplification of the poverty thresholds for use for administrative purposes — for instance, determining financial eligibility for certain federal programs. The [Federal Register notice of the 2019 poverty guidelines](#) is available.”

**City of West Linn Municipal Code  
Chapter 4, Section 4.155, Subsection 2**

*“(e) On July 1st of each year, the qualifying income limits shall be set at one hundred eighty-five percent (185%) of the most recently published poverty guidelines in the Federal Register by the U.S. Department of Health and Human Resources under authority of 42 U.S.C.9902(2), and shall remain in force until the next July 1st. The qualifying income limit for a single person household shall be based on the federal poverty guidelines for a one-person household. The qualifying income limit for a family shall be based on the poverty guidelines for a two-person household.”*

HHS Poverty Guidelines		
Persons in Family or Household	HHS Data: 48 Contiguous States & DC	185% of HHS Guidelines
1	\$12,490	\$23,107
2	\$16,910	\$31,284

Maximum household income can not exceed these amounts.

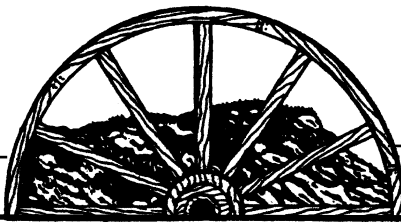
**SOURCE:** *Federal Register*, Vol. 84, No. 22, February 01, 2019, pp. 1167-1168

**City of West Linn Policy for Reduced Utility Charges for Low Income Citizens**

**Reduced Utility Charges for Low Income Citizens:**

Monthly water service charges for water service to the principal residence of low income citizens as defined in this section shall be as follows: for 5/8- inch or ¾ -inch water meter; the customer service and capacity charges shall be charged at one half the regular rate, the first 700 cubic feet of water use shall be charged at one-half the regular consumption rate; water used in excess of the first 700 cubic feet of water used shall be charged at the regular consumption rate. There shall be no reduced water service charge for water meters in excess of those described above.

Premises to be eligible for the low income citizens water service charge include the home to which water service is requested is the principal residence of a person(s) having an annual income(s) that does not exceed the federal poverty low income guidelines (as established for both single and multiple person household, by the Federal Office of Community Action), and as adopted by administrative policy for setting the city’s low income dollar amounts in effect for one-year as of July 1 of each year.



## FINANCIAL ASSISTANCE FOR WATER AND SEWER BILLINGS

Financial assistance to provide relief on water and sewer bills has been expanded by the City of La Grande to now include low-income citizens and families. This program will be offered to those who meet the following guidelines.

### *To be eligible for assistance you must:*

- have a yearly household income less than the federal poverty level which will be evaluated on an annual basis
- have water and/or sewer service provided by the City of La Grande within the City Limits
- be a single family residence
- conserve water. If the City observes citizens sharing or wasting water, the City will have the right to terminate the assistance program with user

FAMILY SIZE	GROSS YEARLY INCOME
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
Over 6 add per child	\$ 4,480

2020 Federal Poverty Guidelines

### *If you are eligible you may receive:*

- Bill reduction – a 20% discount off the water and/or sewer portion of utility bill

### *To apply: (new application required every year)*

You may pick up an application at City of La Grande Finance Department, 1000 Adams Avenue or you may request one be mailed to you by calling 541-962-1313. Completed applications may be returned by mail to PO Box 670, La Grande, or in person at La Grande City Hall Finance Department.

- Complete application in full
- Provide verification of total household income
  - W2 and Federal/State Income Tax Return
  - Social Security and/or Disability Benefit Statement
  - Unemployment Statement
  - VA or Pension proof of Income
  - Oregon Health Plan Coverage approval

By applying for financial assistance, you are authorizing the City of La Grande to verify the information you have supplied. Failure to provide the information requested by the City may result in denial of application. Should an investigation disclose any untruthful or misleading answers denial of application may result.



**CITY OF LOWELL, OREGON**

**RESOLUTION 743**

**A RESOLUTION ESTABLISHING A PAYMENT IN LIEU OF FRANCHISE FEE OF FIVE PERCENT (5%) ON THE GROSS OPERATING REVENUE FROM THE CITY OF LOWELL MUNICIPAL WATER UTILITY AND THE CITY OF LOWELL MUNICIPAL WASTEWATER TREATMENT UTILITY**

**WHEREAS**, the Lowell City Council has examined the fiscal resources and the business practices of the various operating funds; and

**WHEREAS**, the City Council has found that the City operates a Municipal Water Utility and a Municipal Wastewater Treatment Utility along the same lines as a commercial enterprise; and

**WHEREAS**, the financial activities of these municipal utilities are reported as "Enterprise" or "Proprietary" funds of the City of Lowell; and

**WHEREAS**, the City does not currently charge the same Payment In Lieu of Franchise Fee to the City operated utilities as is made by all other privately owned utilities for the use of public rights-of-way; now therefore

**BE IT RESOLVED** by the Lowell City Council that a Payment In Lieu of Franchise Fee of five percent (5%) percent is hereby established on the gross operating receipts of the City of Lowell Municipal Water Utility and the City of Lowell Municipal Wastewater Treatment Utility.

**BE IT FURTHER RESOLVED** that gross operating receipts, as used in this resolution, shall be deemed to include any revenue earned within the City from the service fees charged by the Municipal Water Utility and Municipal Wastewater Treatment Utility.

**BE IT FURTHER RESOLVED** that payments shall be made to the City's General Fund and shall begin with all such receipts collected after July 1, 2020 and continue to be paid until modified or removed by the City Council of the City of Lowell, Oregon.

Adopted by the City Council of the City of Lowell this 16<sup>th</sup> day of June 2020.

Yea: \_\_\_\_\_

Nay: \_\_\_\_\_

Approved: \_\_\_\_\_  
Don Bennett, Mayor

Attest: \_\_\_\_\_  
Jared Cobb, City Recorder

## RESOLUTION NO. 15, SERIES 2002

### A RESOLUTION ESTABLISHING AN IN LIEU OF FRANCHISE FEE OF 5% FOR THE FLORENCE MUNICIPAL WATER AND WASTEWATER UTILITY

WHEREAS, The City of Florence (City), acting through the City of Florence Budget Committee (Committee), has examined the fiscal resources and the business practices of the various operating funds and;

WHEREAS, the Committee has found that the City operates a Municipal Water Utility and a Municipal Wastewater Treatment Utility along the same general lines as a commercial enterprise and;

WHEREAS, the operations of both aforementioned utilities financial activities are reported as "Enterprise" or "Proprietary" funds of the City and;

WHEREAS, the City does not now make the same In Lieu of Franchise Fee charge to the City operated utilities as is made to all other public or privately owned utilities for the use of public rights-of-way, now therefore;

BE IT RESOLVED an In Lieu of Franchise Fee (fee) charge of five (5%) percent is established, to be charged on the gross operating receipts of the City of Florence Municipal Water Utility and the City Of Florence Municipal Wastewater Treatment Utility and;

BE IT FURTHER RESOLVED that the fee shall be paid into the City's General Fund and shall begin with all such receipts collected after July 1, 2002 and further, shall continue to be paid until modified or removed by the City Council of the City of Florence, Oregon.

Adopted by the Florence City Council this 3<sup>rd</sup> day of June, 2002

  
Alan Burns, Mayor

ATTEST:

  
Phil Scrima, City Recorder

ORDINANCE NO. 602

SEWER UTILITY FRANCHISE ORDINANCE.

THE CITY OF MT. ANGEL ORDAINS AS FOLLOWS:

**SECTION 1. GRANT OF FRANCHISE.** That the Mt. Angel City Sewer Department, hereinafter sometimes referred to as the "utility", is hereby granted, subject to the terms and conditions hereof, the franchise right and privilege to erect, construct, maintain and operate a domestic wastewater collection and treatment system within the corporate limits of Mt. Angel, Oregon, herein sometimes referred to as the "City", as the same now exist or may be hereafter constituted; and the franchise right and privilege to construct, maintain and operate lines, pumps, and equipment necessary or convenient to wastewater collection within the City and from the inhabitants thereof, and other persons and territory, within the corporate limits of the City as the same now are or may be hereafter constituted.

**SECTION 2. USE OF PUBLIC PLACES.** The fee imposed by this franchise is compensation for the use of City streets, easements, and other public spaces for the necessary operation of the utility.

**SECTION 3. TERM.** That all rights and privileges hereby granted shall be effective as of July, 1994, and shall continue indefinitely.

**SECTION 4. CONDITIONS OF FRANCHISE.** That the rights and privileges granted by this ordinance are granted upon the conditions herein contained and also upon the following considerations and conditions, to wit:

- a. That in consideration of the rights and privileges herein granted, the Company shall pay to the City a franchise fee in the amount of one and one-half percent (1.5%) of the gross revenue as defined herein.
- b. The fee required by this section shall be paid to the City in quarterly installment, based on a written statement of the utility verifying the amount of gross receipts for the three (3) month period ending September 30, December 31, March 31 and June 30, shall be made to the City within 30 days.
- c. Gross revenue, as used in this ordinance, shall be deemed to include any revenue earned within the City from the service fees charged for wastewater collection and/or treatment.

APPROVED BY: \_\_\_\_\_

*Randy Traeger*  
Randy Traeger, Mayor

Passed by the Council: \_\_\_\_\_

May 2, 1994

Approved by the Mayor: \_\_\_\_\_

May 4, 1994

ATTESTED BY: \_\_\_\_\_

*Richard L. Van Orman*  
Richard L. Van Orman, City Recorder

Filed in the Office of the City Recorder: \_\_\_\_\_

May 3, 1994

**CITY OF LOWELL, OREGON**

**RESOLUTION 744**

**ESTABLISHING WATER AND SEWER RATES  
TO BE EFFECTIVE JULY 1, 2020**

**BE IT RESOLVED**, that:

1. The following rates are established for water service:
 

a. Basic Service Charge per EDU:		\$26.09 per month
b. Variable Water Rate:	0-5,000 gallons/EDU	\$5.23 per 1,000 gallons
	Over 5,000 gallons/EDU	\$6.59 per 1,000 gallons
c. Bulk Water Rate:	Service Charge	\$10.00 per day
	Variable Charge	\$9.45 per 1,000 gallons
d. Fire Hydrant Fee, w/o water service		\$12.27 per month
  
2. A monthly rate of \$62.08 per EDU is established for sewer service.
  
3. The above water and sewer service charges are effective on July 1, 2019.

This Resolution supersedes Resolution 720 dated June 18, 2019.

Adopted by the City Council of the City of Lowell, this 16<sup>th</sup> day of June 2020.

Yea: \_\_\_\_\_

Nay: \_\_\_\_\_

Approved: \_\_\_\_\_

Don Bennett, Mayor

Attest: \_\_\_\_\_

Jared Cobb, City Recorder



April 2, 2020

Jared Cobb  
Lowell City Hall  
(541) 937-2157  
[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)

Re: Street and Water project

Dear Mr. Cobb,

Thank you for the opportunity to present proposed financing for the City of Lowell. I am submitting for your review the following proposed structure:

ISSUER:	City of Lowell, OR
FINANCING STRUCTURE:	Oregon Full Faith and Credit Obligation
PROJECT COST:	\$ 500,000.00
TERM:	20 Payments
PAYMENT AMOUNT:	\$ 37,393.00
RATE:	4.184%
PAYMENT DUE:	One year from signing, annually thereafter

\* The payment amount above for the Oregon Full Faith & Credit Obligation does not include \$4,000 for legal fees for Mersereau Shannon LLP.

**Financing for this project will be simple, fast and easy because:**

We have an existing relationship with you and have your financial statements on file, expediting the process. Please keep in mind we may also need current year statements.

The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are subject to change and rates are valid for fourteen (14) days from the date of this proposal. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our finance programs are flexible, and my goal is customer delight. If you have any questions regarding other payment terms, frequencies or conditions, please do not hesitate to call.

With Best Regards,

*Jana Offutt*

Jana Offutt  
Client Services  
Direct: 817-722-0217  
[jana.offutt@govcap.com](mailto:jana.offutt@govcap.com)  
[www.govcap.com](http://www.govcap.com)

*The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC: (i) is acting solely for its own financial and other interests that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.*

**From:** [MURPHY Melissa \\* BIZ](#)  
**To:** [Jared Cobb](#)  
**Subject:** RE: Street and Water Line Funding  
**Date:** Friday, May 15, 2020 1:53:00 PM  
**Attachments:** [image004.png](#)

---

The SPWF rate is currently 2.47% and the term would be between 20 and 30 years.

## Melissa Murphy

Regional Development Officer – Linn, Lincoln, Benton, Lane

(503)983-8857 mobile

[Melissa.murphy@oregon.gov](mailto:Melissa.murphy@oregon.gov)

**Business Oregon** | [www.oregon4biz.com](http://www.oregon4biz.com)

775 Summer St. NE Suite 200

Salem, OR 97301

Join us @ Oregon Infrastructure Summit <https://www.oregon4biz.com/Infrastructure-Summit/>



---

**From:** Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)>  
**Sent:** Friday, May 15, 2020 1:04 PM  
**To:** MURPHY Melissa \* BIZ <[Melissa.Murphy@oregon.gov](mailto:Melissa.Murphy@oregon.gov)>  
**Subject:** Street and Water Line Funding

Hi Melissa,

I know you're pretty busy with COVID-19 work. Do you know what loan rates and terms are available for a combination street and water project? Also, what kind of timeframe from application to funding? The estimated cost from our City Engineer is about \$440,000, with \$200,000 covered by Small City Allotment grants that have already been approved. We're overlaying and reconstructing (depending on condition) two streets and replacing water lines on both at the same time. Thanks for your help!

Have a great weekend,

Jared Cobb  
City Administrator  
City of Lowell  
107 East Third Street  
Lowell, OR 97452  
B: 541-937-2157  
C: 541-556-8160

Facility Permit Application for  
**Special Events and  
Public Benefits**

For Office Use only

Date:

Permit #:

**1) APPLICANT INFORMATION**

Name & Mailing Address: Mountain View Academy  
E-mail Address (required for permit issuance): Jessica@mtviewacademy.org  
Daytime Phone: 541-735-1709 Cell Phone: 541-954-9427

**2) EVENT INFORMATION**

Event Name: Graduation Parade Previous Permit # (if applicable): \_\_\_\_\_  
Event Date(s): June 13<sup>th</sup>, 2020 Event Start Time: 12-3pm  
Event Sponsor: MVA Website: www.mtviewacademy.org  
Contact Person & Cell # during the event: Jessica Cardwell 541-954-9427  
Total Event Time(s) – include staging and clean-up: 3 hours

a. Type of event - check applicable box  Foot Race  Bike Race  Bike Ride  Bridge Decoration  
 Parade  Festival  Other (describe): parade in honor of our 8<sup>th</sup> grade & kinder graduates.

b. Roads involved in the event: \_\_\_\_\_  
MOSS, Main, Pioneer - The square around the high school.

c. Approximate number of people that you expect to participate in the event: 100 parked cars

d. If your event takes place during school hours, will bus routes be affected?  Yes  No

e. Will Participants follow "rules of the road" or do you anticipate traffic impacts such as certified flaggers, course marshals, road delays or detours? I anticipate delays on Pioneer and blocked roads on main & Moss for a short time.

**3) REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION**

All materials, including this application, must be submitted at least four (4) weeks prior to the event. If materials are not submitted on time, your issued permit may be delayed, which could result in the cancellation of your event.

- Certificate of Insurance for Commercial General Liability is required (see Section 6 for details)  
 Route map and traffic control plan (include Begin/Finish points, all County roads involved in the event and course directional arrows)  
 Pamphlets, registration packet information, website or flyers

**4) FEES**

Special Events require a \$250 non-refundable application fee that acts as a deposit for the actual cost of services. The total cost shall include hourly costs for Direct Labor in addition to Operational Overhead. Any amount due in excess of the application fee shall be paid prior to the issuance of the permit.

- Public Benefit Events are exempt from all fees and include events such as parades and festivals that incorporate the entire community. They include only those events open to the general public and which do not involve the charging of admission or fees for attendance at the event. They also do not involve concession sales of food, drink or merchandise within the public rights of way.

**5) ACCEPTANCE OF TERMS**

I agree to the terms, conditions, and provisions outlined in both pages of this application, the issued permit, and the rules and regulations set forth by Oregon Administrative Rules 734-056 for Special Event Permits.

APPLICANT'S SIGNATURE

Jessica Cardwell

DATE

May 13, 2020

RETURN TO: City of Lowell, 107 East Third Street, P.O. Box 490, Lowell, OR 97452  
Telephone 541-937-2157 Fax 541-937-2936

## 6) INSURANCE REQUIREMENTS

**IMPORTANT: Permits will not be issued without a copy of the actual Certificate of Insurance for Commercial General Liability and additional insured endorsement insurance (COI). Addendums and waivers are not accepted in lieu of the COI at any time.**

Commercial General Liability Insurance with the additional insured endorsement, naming Lane County, its Divisions, Commissioners, Officers, Agents, and Employees as additional insured, is required for either a Special Event or a Public Benefit Event. Special Event Insurance is acceptable. No applicant shall be exempt from this requirement. **We recommend you request your certificate at least 2 months prior to the event.**

To expedite the issuance of the permit, the Insurance Company can **FAX** a copy of the certificate to **City of Lowell at 541-937-2936**.

### **The Certificate of Insurance must contain:**

1. The Insurance Company's name, address and phone number.
2. The Insured – you or your group name and address. It also helps if they will add your name and local address.
3. The Coverages – type of insurance and the policy number.
4. The policy effective dates – the policy must cover event dates.
5. The policy limits – the monetary coverage.
6. The specific event name.
7. Additional insured endorsement.

### **Minimum insurance coverage acceptable to City of Lowell is:**

\$2 million per occurrence/\$3 million aggregate

### **The certificate holder (additional insured) MUST be:**

City of Lowell, its Divisions, Commissioners, Officers, Agents, and Employees.  
107 East Third Street  
Lowell, OR 97452

## 7) TRAFFIC CONTROL

Please describe the nature of the event in relation to public safety and any involvement with vehicular traffic, the number of persons or marshals at each intersection, lead and follow vehicles, signing, coning, staging area locations, etc. and attach traffic control plans for each intersection. Please note that some events may be required to hire Law Enforcement personnel, as a condition of the issued permit, to conduct traffic control. **If no traffic control is needed, participants must adhere to all applicable rules of the road.**

**NOTE:** Any event sign must conform to the standards and placement locations outlined in an approved permit prior to being posted in the public right-of-way. Signs may not be attached to any Lane County road signs, stop signs or any other signposts or utility poles in Lane County under the authority of the Lane County Traffic Engineer.

**Requests for Bicycle RACE Permits** must comply with current Highway Division "*Guidelines for Administration of Bicycle Racing on Oregon Roads.*" A copy of the current guidelines may be obtained from any State Highway Division Maintenance office or from the Bikeway Program Manager, 204 Transportation Building, Salem, OR 97310. Guidelines are on-line at [www.oregon.gov/ODOT/HWY/BIKEPED/docs/bikerace.pdf](http://www.oregon.gov/ODOT/HWY/BIKEPED/docs/bikerace.pdf). The latest version of the "Oregon Bicyclist Manual" is also available on line at [www.oregon.gov/ODOT/HWY/BIKEPED](http://www.oregon.gov/ODOT/HWY/BIKEPED) under publications.

The Applicant shall review the course prior to the event and notify participants of any problems. If the problems are severe enough the Applicant shall cancel the event.

## 8) EVENT NOTIFICATION

Our office notifies the Lane County Sheriff's Office once the permit has been issued. **It is the responsibility of the applicant to notify emergency service providers and the residents along the proposed route.** Posting flyers locally to notify residents along the route is always a good idea. In addition, you may want to notify the news media, radio and TV stations and local newspapers. **If the event impacts the school bus route while school is in session, you also need to notify the School District involved.**





### **8<sup>th</sup> Grade Graduation parade:**

Our plan is to begin from the high school wood shop parking lot, move down Pioneer, turn left on Main and another left on Moss. We plan to contact the Lowell Fire Department to lead our parade. We plan to have traffic stopped on Pioneer for 20 or so minutes. From there we will only have Main Street and Moss street blocked off.

In following physical distancing guidelines, and to ensure that those in high risk categories are able to watch their child/grandchild graduate, families will stay in cars. Our graduating students will walk, separated as per Oregon guidelines.

I know that Lowell is going to be having a graduation parade for their seniors and we can adjust our time, so as not to interfere with that, if necessary!

If you need further information, please feel free to contact me! This is a crazy time and we are just trying to figure out the best way to honor these kids.

Jessica Cardwell

**From:** [Jessica Cardwell](#)  
**To:** [Jared Cobb](#)  
**Subject:** Re: Special Event Permit Application  
**Date:** Friday, May 15, 2020 10:27:47 AM

---

Okay, here is our newly proposed route!

Lakeview, Moss, and Main. We will start in the HS woodshop parking lot, go down Lakeview, right turn onto Moss, right turn onto Main and end in the main HS parking lot.  
Does that sound okay?

Thank you,

Jessica Cardwell

On May 13, 2020, at 1:52 PM, Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)> wrote:

Hi Jessica,

Sounds like a fun event for the kids! Are you opposed at all to modifying the route? There are conditions that Lane County will likely require to close that section of Pioneer Street. This typically includes a detour for heavy trucks, which we don't have for that location (Lakeview Street isn't wide enough). Lakeview, South Moss, and Main Street are a few route alternatives. Please let me know, we'd like to help.

Best regards,

Jared Cobb  
City Administrator  
City of Lowell  
107 East Third Street  
Lowell, OR 97452  
B: 541-937-2157  
C: 541-556-8160

---

**From:** Jessica Cardwell <[jessica@mtviewacademy.org](mailto:jessica@mtviewacademy.org)>  
**Sent:** Wednesday, May 13, 2020 8:27 AM  
**To:** Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)>  
**Cc:** Joyce Donnell <[jdonnell@ci.lowell.or.us](mailto:jdonnell@ci.lowell.or.us)>  
**Subject:** Re: Special Event Permit Application

Jared & Joyce,

I wasn't sure how to get this to you. We do not have a fax and I figured you probably weren't working from the office right now. I can absolutely mail you a copy or drop it by if you would prefer that.

Here is our application. We are applying for Saturday, June 13th. I am not sure what date LHS is having their graduation but we can modify times, so as not to interfere with one another. Let me know if you need anything else!

Thank you!

Jessica Cardwell

On May 8, 2020, at 5:08 PM, Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)> wrote:

Jessica,

Good deal. Please feel free to reach out if you have any questions about the process. Have a great weekend!

Jared Cobb  
City Administrator  
City of Lowell

Get [Outlook for Android](#)

---

**From:** Jessica Cardwell <[jessica@mtviewacademy.org](mailto:jessica@mtviewacademy.org)>

**Sent:** Friday, May 8, 2020, 5:00 PM

**To:** Joyce Donnell

**Cc:** Jared Cobb

**Subject:** Re: Special Event Permit Application

Thank you!

We are working with our insurance to get what's needed and we will have it to you Monday or Tuesday!

Jessica Cardwell

On Thu, May 7, 2020 at 2:09 PM Joyce Donnell <[jdonnell@ci.lowell.or.us](mailto:jdonnell@ci.lowell.or.us)> wrote:

Hi Jessica,

Jared asked me to send this application form to you.

Take care,

*Joyce Donnell*

*City of Lowell*

**City Clerk**

107 E. 3rd Street

PO Box 490

Lowell, OR 97452

(541)937-2157

Jessica Cardwell - Director  
Mountain View Academy  
[jessica@mtviewacademy.org](mailto:jessica@mtviewacademy.org)  
(541) 735-1709

Jessica Cardwell - Director  
Mountain View Academy  
[jessica@mtviewacademy.org](mailto:jessica@mtviewacademy.org)  
(541) 735-1709



**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council Jared  
**FROM:** Cobb, City Administrator  
**DATE:** May 17, 2020  
**SUBJECT:** Consent Agenda

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

**SUMMARY:**

The Consent Agenda for the May 19, 2020 City Council meeting includes the City Council Meeting Minutes for April 21, 2020, City Council Work Session Minutes for April 29, 2020, City Council Special Meeting Minutes for May 14, 2020, Financial Report for March 2020, and the Check Register for April 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 April 21, 2020
2. City Council Work Session Minutes for April 29, 2020
3. City Council Special Meeting Minutes for May 14, 2020
4. Financial Report for March 2020
5. Check Register for April 2020.

**City of Lowell, Oregon**  
**Minutes of the City Council Regular Session**  
**April 21, 2020**

The Regular Session was called to order at 7:06 PM by Mayor Bennett.

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

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

**Closed Regular Session: 7:08 PM**

**Open Public Hearing: 7:08 PM**

- **Land Use File 2019-06 - Crestview Subdivision (Map 19-01-11-00, Tax Lot 501)**

**Public Hearing -** CA introduced City Planner, Henry Hearley LCOG to present item and answered council questions.

**Applicant Comments –** Philip Velie representing applicant present. Anthony Favreau applicants engineer present to answer questions.

**Public Comment –** Mia Nelson, 40160 E 1<sup>st</sup> St. Lowell, spoke in favor of project.

**Closed Public Hearing: 7:56 PM**

**Reconvene Regular Session: 7:56 PM**

- **Council Decision - Councilor Stratis moved to approve the application based on recommendation of the Planning Commission on the standards, findings, conclusions and recommendation stated in the staff report, second by Councilor Dragt. PASS 4:0**

**Consent Agenda: Councilor Dragt moved to approve the consent agenda, second by Councilor Harris. PASS 4:0**

**Public Comments:** None

**Council Comments:** None

**City Administrator Report:** CA Cobb presented report.

**Public Works Report:** Max Baker Public Works Director presented report.

**Police Report:** March report provided in packet.

**Draft Committee Minutes:** Blackberry Jam Festival Committee and Planning Commission minutes presented in packet.

**Old Business:** None

**New Business:**

- **Resolution 736 – Emergency Declaration – Councilor Dragt moved to approve Resolution 736, as written, second by Councilor Harris. PASS 4:0**



- **Resolution 737 – 2020 Strategic Plan – Councilor Stratis moved to approve Resolution 737 as written, second by Councilor Dragt. PASS 4:0**
- **Resolution 738 – FY 2019/20 Supplemental Budget – Councilor Harris moved to approve Resolution 737 as written, second by Councilor Dragt. PASS 4:0**
- **Resolution 739 – FY 2020/21 Employee Pay Scale – Councilor Dragt moved to approve Resolution 739: A Resolution Making Employee Compensation Adjustments for Fiscal Year 2020-21, as presented, second by Councilor Harris. PASS 4:0**
- **Advertising City Council Vacancy – Councilor Stratis moved to advertise the vacancy for City Council Position 2 and have first candidate review on Tuesday, June 2, 2020, second by Councilor Dragt. PASS 4:0**

**Other Business:**

- **Resolution 740 – Budget Transfers – Councilor Dragt moved to approve Resolution 740, as written, second by Councilor Stratis. PASS 4:0**

**Mayor Comments:** Read a statement on how well the Lowell Community has come together in this difficult time. Councilors are pleased on how the electronic video meetings are working.

**Public Comments:** None

**Adjourn: 8:58 PM**

Approved: \_\_\_\_\_  
Don Bennett, Mayor

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
Jared Cobb, City Recorder

\_\_\_\_\_  
Date

**City of Lowell, Oregon**  
**Minutes of the City Council Special Meeting**  
**Wednesday, April 29, 2020**  
**Maggie Osgood Library**

The Special Meeting was called to order at 5:38 PM by Mayor Bennett

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

**Staff Present:** CA Cobb

**Public Comments:** None

**Council Comments:** None

**Old Business:** None

**New Business:**

- **Advertising Bid Documents – Main Street and Lakeview Avenue -** CA Cobb and City Engineer Matt Wadlington presented information. **Councilor Stratis moved to advertise for bid documents on the Main Street and Lakeview Avenue project, second by Councilor Dragt. PASS 4:0**
- **Consideration of Parks Use Permit –** CA Cobb introduced item. **Councilor Harris moved to direct City Administrator to move forward with the Parks Use Permit for the Dexter Lake Farmers Market, second by Mayor Bennett. PASS 4:0**

**Other Business:** None

**Mayor Comments:** None

**Community Comments:** None

**Adjourn: 6:10 PM**

Approved: \_\_\_\_\_  
Don Bennett, Mayor

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
Jared Cobb, City Recorder

\_\_\_\_\_  
Date

**City of Lowell, Oregon  
Minutes of the City Council Special Meeting and Executive Session  
Thursday, May 14, 2020  
Maggie Osgood Library**

The Special Meeting was called to order at 7:01 PM by Mayor Bennett

**Members Present:** Mayor Don Bennett, Gail Harris, Tim Stratis, Samantha Dragt  
**Staff Present:** CA Cobb

**Public Comments:** None  
**Council Comments:** None

**Old Business:** None

**New Business:**

- **Oregon COVID-19 Emergency Business Assistance RFP -**

**Other Business:** None

**Mayor Comments:** None  
**Community Comments:** None

**Convene to Executive Session:**  
**Executive Session: ORS 192.660(2)(f) – To consider information or records that are exempt by law from public inspection.**

**Reconvene to Public Session:**

**Adjourn: 6:10 PM**

Approved: \_\_\_\_\_  
Don Bennett, Mayor Date

Attest: \_\_\_\_\_  
Jared Cobb, City Recorder Date

CITY OF LOWELL  
 COMBINED CASH INVESTMENT  
 MARCH 31, 2020

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	417,511.39
999-1112	CASH IN BANK - XPRESS DEP	.00
999-1115	CASH IN BANK - LGIP	943,629.23
999-1175	UTILITY CASH CLEARING	.00
		1,361,140.62
999-1110	CASH ALLOCATED TO FUNDS	( 1,361,140.62)
		.00
		.00

CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	293,419.88
230	ALLOCATION TO WATER FUND	189,610.26
240	ALLOCATION TO SEWER FUND	148,344.44
312	ALLOCATION TO STREET FUND	78,732.49
314	ALLOCATION TO BLACKBERRY JAM FUND	13,586.80
410	ALLOCATION TO PARKS SDC FUND	52,228.23
412	ALLOCATION TO STREETS SDC FUND	46,016.23
430	ALLOCATION TO WATER SDC FUND	302,781.82
440	ALLOCATION TO SEWER SDC FUND	137,127.46
445	ALLOCATION TO STORMWATER SDC FUND	43,513.15
520	ALLOCATION TO WATER RESERVE FUND	23,641.11
521	ALLOCATION TO SEWER RESERVE FUND	9,825.43
550	ALLOCATION TO EQUIPMENT FUND	22,179.46
555	ALLOCATION TO DEBT RESERVE FUND	133.86
		1,361,140.62
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,361,140.62
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	( 1,361,140.62)
		.00
		.00

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	72,487.41	
110-1115	CASH IN BANK - LGIP	220,932.47	
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		3,237,755.75

LIABILITIES AND EQUITY

LIABILITIES

110-2125	ACCOUNTS PAYABLE	.00	
110-2205	WAGES PAYABLE	2,127.14	
110-2210	PAYROLL TAXES PAYABLE	907.09	
110-2245	HEALTH INSURANCE PAYABLE	867.28	
110-2250	RETIREMENT PAYABLE	693.43	
110-2510	BAIL HELD	.00	
110-2515	CET TAX COLLECTED	.00	
110-2525	OTHER DEPOSITS	.00	
110-2750	LONG TERM DEBT	530,000.00	
110-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		534,594.94

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	( 8,428.51)	
	BALANCE - CURRENT DATE	( 8,428.51)	
	TOTAL FUND EQUITY		2,703,160.81
	TOTAL LIABILITIES AND EQUITY		3,237,755.75

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
110-310-4112	2,919.85	144,077.31	142,768.00	( 1,309.31)	100.9
110-310-4114	( 39.00)	2,047.40	5,293.00	3,245.60	38.7
TOTAL TAXES	2,880.85	146,124.71	148,061.00	1,936.29	98.7
<u>INVESTMENT EARNINGS</u>					
110-315-4125	476.45	4,247.92	6,130.00	1,882.08	69.3
TOTAL INVESTMENT EARNINGS	476.45	4,247.92	6,130.00	1,882.08	69.3
<u>INTERGOVERNMENTAL</u>					
110-320-4132	.00	7,948.80	10,421.00	2,472.20	76.3
110-320-4134	70.04	938.07	1,000.00	61.93	93.8
110-320-4136	1,300.73	14,434.89	20,564.00	6,129.11	70.2
110-320-4145	.00	5.47	300.00	294.53	1.8
110-320-4148	1,562.96	4,756.87	5,200.00	443.13	91.5
TOTAL INTERGOVERNMENTAL	2,933.73	28,084.10	37,485.00	9,400.90	74.9
<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	4,324.33	4,388.00	63.67	98.6
110-330-4312	.00	47,619.48	47,298.00	( 321.48)	100.7
110-330-4314	.00	.00	4,000.00	4,000.00	.0
110-330-4316	.00	9,455.35	1,706.00	( 7,749.35)	554.2
110-330-4318	.00	.00	.00	.00	.0
110-330-4320	.00	.00	.00	.00	.0
TOTAL FRANCHISE FEES	.00	61,399.16	57,392.00	( 4,007.16)	107.0

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSES &amp; PERMITS</u>					
110-335-4352	.00	6,502.00	13,500.00	6,998.00	48.2
110-335-4354	.00	480.00	250.00	( 230.00)	192.0
110-335-4356	1,866.53	17,951.96	40,634.00	22,682.04	44.2
110-335-4358	1,434.72	4,839.52	6,095.00	1,255.48	79.4
110-335-4360	.00	738.00	700.00	( 38.00)	105.4
TOTAL LICENSES & PERMITS	3,301.25	30,511.48	61,179.00	30,667.52	49.9
<u>CHARGES FOR SERVICE</u>					
110-340-4410	42.45	978.00	100.00	( 878.00)	978.0
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	90.00	480.00	350.00	( 130.00)	137.1
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	.00	144.25	100.00	( 44.25)	144.3
TOTAL CHARGES FOR SERVICE	132.45	4,152.07	4,550.00	397.93	91.3
<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 &amp; FORFEITURES</u>					
110-350-4625	700.00	2,244.00	2,942.00	698.00	76.3
TOTAL FINES & FORFEITURES	700.00	2,244.00	2,942.00	698.00	76.3
<u>LOAN PAYMENTS &amp; 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 9 MONTHS ENDING MARCH 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
	<b>TOTAL OTHER REVENUE</b>	<b>.00</b>	<b>85.25</b>	<b>1,000.00</b>	<b>914.75</b>
<u>FUNDRAISING &amp; EVENT REVENUE</u>					
110-380-4865	LIBRARY CAPITAL CAMPAIGN	.00	.00	.00	.00
	<b>TOTAL FUNDRAISING &amp; EVENT REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<u>MISCELLANEOUS REVENUE</u>					
110-385-4895	MISCELLANEOUS REVENUE	.00	2,262.16	2,500.00	237.84
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>.00</b>	<b>2,262.16</b>	<b>2,500.00</b>	<b>237.84</b>
<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
110-390-4950	TRANSFER FROM EQUIPMENT FUND	.00	.00	.00	.00
	<b>TOTAL TRANSFERS IN</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
	<b>TOTAL FUND REVENUE</b>	<b>10,424.73</b>	<b>319,529.85</b>	<b>1,388,458.00</b>	<b>1,068,928.15</b>



CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONAL SERVICES</u>					
110-410-5110	1,500.00	13,513.28	17,305.00	3,791.72	78.1
110-410-5112	.00	.00	.00	.00	.0
110-410-5114	440.48	4,174.07	5,153.00	978.93	81.0
110-410-5150	.00	.00	.00	.00	.0
110-410-5152	.00	.00	.00	.00	.0
110-410-5154	.00	.00	.00	.00	.0
110-410-5156	.00	.00	.00	.00	.0
110-410-5158	126.45	1,267.66	1,824.00	556.34	69.5
110-410-5220	3.81	32.39	193.00	160.61	16.8
110-410-5315	158.43	1,452.60	2,195.00	742.40	66.2
110-410-5320	23.60	186.87	179.00	( 7.87)	104.4
110-410-5350	.00	.00	1,733.00	1,733.00	.0
110-410-5410	265.92	3,241.59	3,582.00	340.41	90.5
110-410-5450	357.00	3,273.44	4,220.00	946.56	77.6
110-410-5910	.00	.00	.00	.00	.0
TOTAL PERSONAL SERVICES	2,875.69	27,141.90	36,384.00	9,242.10	74.6

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
110-410-6110	AUDITING	1,260.00	5,235.00	4,419.00 ( 816.00)	118.5
110-410-6112	LEGAL SERVICES	.00	1,656.12	5,000.00	3,343.88 33.1
110-410-6114	FINANCIAL SERVICES	312.00	3,460.75	3,749.00	288.25 92.3
110-410-6122	IT SERVICES	306.60	7,038.90	5,753.00 ( 1,285.90)	122.4
110-410-6124	COPIER CONTRACT	316.13	1,569.27	2,000.00	430.73 78.5
110-410-6128	OTHER CONTRACT SERVICES	1,615.00	38,877.00	2,371.00 ( 36,506.00)	1639.7
110-410-6132	LCOG	.00	.00	.00	.00 .0
110-410-6190	COMPUTER SERV/WARR/CONTRACTS	.00	.00	.00	.00 .0
110-410-6210	INSURANCE & BONDS	.00	5,968.33	6,115.00	146.67 97.6
110-410-6220	PUBLICATIONS, PRINTING & DUES	.86	1,306.80	6,900.00	5,593.20 18.9
110-410-6222	NEWSLETTER EXPENDITURE	.00	.00	1,200.00	1,200.00 .0
110-410-6226	POSTAGE	.00	281.15	750.00	468.85 37.5
110-410-6228	PUBLIC NOTICES	.00	.00	1,000.00	1,000.00 .0
110-410-6230	OFFICE SUPPLIES/EQUIPMENT	57.78	1,258.74	1,000.00 ( 258.74)	125.9
110-410-6234	GENERAL SUPPLIES	120.98	239.04	1,000.00	760.96 23.9
110-410-6238	BANK SERVICE CHARGES	86.68	674.90	1,000.00	325.10 67.5
110-410-6240	TRAVEL & TRAINING	.00	1,973.11	1,500.00 ( 473.11)	131.5
110-410-6290	MISCELLANEOUS	.00	329.70	500.00	170.30 65.9
110-410-6320	BUILDING REPAIR & MAINTENANCE	.00	.00	1,000.00	1,000.00 .0
110-410-6324	EQUIPMENT REPAIR & MAINTENANCE	.00	20.00	100.00	80.00 20.0
110-410-6334	NON-CAPITALIZED ASSETS	.00	1,264.92	2,000.00	735.08 63.3
110-410-6420	WATER SERVICES	40.93	1,425.93	200.00 ( 1,225.93)	713.0
110-410-6425	SEWER SERVICES	90.40	810.96	150.00 ( 660.96)	540.6
110-410-6430	ELECTRICITY SERVICES	362.05	2,235.54	550.00 ( 1,685.54)	406.5
110-410-6435	INTERNET SERVICES	92.47	810.73	315.00 ( 495.73)	257.4
110-410-6440	TELEPHONE SERVICES	209.09	1,850.79	342.00 ( 1,508.79)	541.2
110-410-6445	REFUSE SERVICES	8.99	82.90	90.00	7.10 92.1
110-410-6510	COUNCIL EXPENDITURE	( 23.02)	( 23.02)	2,000.00	2,023.02 ( 1.2)
110-410-6512	STATE ETHICS COMMISSION	.00	548.87	600.00	51.13 91.5
110-410-6514	LEAGUE OF OREGON CITIES(LOC)	.00	.00	.00	.00 .0
110-410-6792	REIMBURSABLE EXPENDITURE	.00	.00	5,000.00	5,000.00 .0
	TOTAL MATERIALS & SERVICES	4,856.94	78,896.43	56,604.00 ( 22,292.43)	139.4
<u>CAPITAL OUTLAY</u>					
110-410-8225	BUILDINGS & FACILITIES	.00	.00	90,000.00	90,000.00 .0
110-410-8320	SOFTWARE	.00	5,925.15	.00 ( 5,925.15)	.0
110-410-8335	EQUIPMENT & FURNISHINGS	.00	.00	.00	.00 .0
110-410-8425	VEHICLES & ROLLING STOCK	.00	.00	.00	.00 .0
	TOTAL CAPITAL OUTLAY	.00	5,925.15	90,000.00	84,074.85 6.6
	TOTAL ADMINISTRATION	7,732.63	111,963.48	182,988.00	71,024.52 61.2
<u>PARKS &amp; RECREATION</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-420-5110 CITY ADMINISTRATOR	375.00	3,378.28	4,328.00	949.72	78.1
110-420-5150 PUBLIC WORKS DIRECTOR	287.08	2,725.39	3,374.00	648.61	80.8
110-420-5152 UTILITY WORKER I	619.24	5,779.52	3,276.00	( 2,503.52)	176.4
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	632.23	6,337.57	9,118.00	2,780.43	69.5
110-420-5220 OVERTIME	16.54	247.57	1,351.00	1,103.43	18.3
110-420-5315 SOCIAL SECURITY/MEDICARE	147.68	1,412.87	2,217.00	804.13	63.7
110-420-5320 WORKER'S COMP	92.61	733.07	1,709.00	975.93	42.9
110-420-5350 UNEMPLOYMENT	.00	.00	1,861.00	1,861.00	.0
110-420-5410 HEALTH INSURANCE	299.96	3,552.62	4,316.00	763.38	82.3
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	332.77	3,016.50	4,262.00	1,245.50	70.8
110-420-5910 WAGE ADJUSTMENT	.00	.00	.00	.00	.0
<b>TOTAL PERSONAL SERVICES</b>	<b>2,803.11</b>	<b>27,183.39</b>	<b>39,088.00</b>	<b>11,904.61</b>	<b>69.5</b>
<u>MATERIALS &amp; SERVICES</u>					
110-420-6128 OTHER CONTRACT SERVICES	11,438.00	14,268.00	1,000.00	( 13,268.00)	1426.8
110-420-6234 GENERAL SUPPLIES	.00	4,469.79	2,000.00	( 2,469.79)	223.5
110-420-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
110-420-6320 BUILDING REPAIR & MAINTENANCE	.00	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	.00	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	57.42	2,094.09	5,150.00	3,055.91	40.7
110-420-6425 SEWER SERVICES	120.54	1,081.34	1,439.00	357.66	75.2
110-420-6430 ELECTRICITY SERVICES	55.32	453.21	614.00	160.79	73.8
110-420-6445 REFUSE SERVICES	24.06	214.44	288.00	73.56	74.5
110-420-6710 GAS & OIL	.00	1,263.81	812.00	( 451.81)	155.6
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>11,695.34</b>	<b>30,163.95</b>	<b>22,803.00</b>	<b>( 7,360.95)</b>	<b>132.3</b>
<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	15,039.45	22,227.10	790,000.00	767,772.90	2.8
<b>TOTAL CAPITAL OUTLAY</b>	<b>15,039.45</b>	<b>22,227.10</b>	<b>790,000.00</b>	<b>767,772.90</b>	<b>2.8</b>
<b>TOTAL PARKS &amp; RECREATION</b>	<b>29,537.90</b>	<b>79,574.44</b>	<b>851,891.00</b>	<b>772,316.56</b>	<b>9.3</b>
<u>POLICE</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
110-430-6118 POLICE SERVICES	2,343.60	21,092.40	30,561.00	9,468.60	69.0
110-430-6334 NON-CAPITALIZED ASSETS	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>2,343.60</b>	<b>21,092.40</b>	<b>35,561.00</b>	<b>14,468.60</b>	<b>59.3</b>
<b>TOTAL POLICE</b>	<b>2,343.60</b>	<b>21,092.40</b>	<b>35,561.00</b>	<b>14,468.60</b>	<b>59.3</b>
 <u>COMMUNITY DEVELOPMENT</u>					
<u>PERSONAL SERVICES</u>					
110-440-5110 CITY ADMINISTRATOR	375.00	3,378.28	4,325.00	946.72	78.1
110-440-5112 FINANCE CLERK	.00	.00	.00	.00	.0
110-440-5114 CITY CLERK	220.24	2,087.04	2,577.00	489.96	81.0
110-440-5220 OVERTIME	1.91	16.20	97.00	80.80	16.7
110-440-5315 SOCIAL SECURITY/MEDICARE	45.71	419.46	628.00	208.54	66.8
110-440-5320 WORKER'S COMP	7.82	61.91	14.00	( 47.91)	442.2
110-440-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-440-5410 HEALTH INSURANCE	100.53	1,226.35	1,314.00	87.65	93.3
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	102.95	944.93	1,207.00	262.07	78.3
<b>TOTAL PERSONAL SERVICES</b>	<b>854.16</b>	<b>8,134.17</b>	<b>10,670.00</b>	<b>2,535.83</b>	<b>76.2</b>
 <u>MATERIALS &amp; SERVICES</u>					
110-440-6116 ENGINEERING SERVICES	1,500.00	7,798.26	7,500.00	( 298.26)	104.0
110-440-6128 OTHER CONTRACT SERVICES	.00	18,092.22	20,500.00	2,407.78	88.3
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	18,230.36	20,625.00	2,394.64	88.4
110-440-6524 BUILDING PERMIT COSTS	308.51	25,533.88	28,282.00	2,748.12	90.3
110-440-6525 ELECTRICAL PERMIT COSTS	.00	4,180.05	4,650.00	469.95	89.9
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>1,808.51</b>	<b>73,834.77</b>	<b>82,657.00</b>	<b>8,822.23</b>	<b>89.3</b>
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>2,662.67</b>	<b>81,968.94</b>	<b>93,327.00</b>	<b>11,358.06</b>	<b>87.8</b>
 <u>LIBRARY</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	126.45	1,267.66	.00	( 1,267.66)	.0
110-450-5315 SOCIAL SECURITY/MEDICARE	9.68	97.01	1,049.00	951.99	9.3
110-450-5320 WORKER'S COMP	11.54	91.26	50.00	( 41.26)	182.5
110-450-5350 UNEMPLOYMENT	.00	.00	741.00	741.00	.0
110-450-5450 PUBLIC EMPLOYEES RETIREMENT	21.80	218.51	2,017.00	1,798.49	10.8
<b>TOTAL PERSONAL SERVICES</b>	<b>169.47</b>	<b>1,674.44</b>	<b>15,557.00</b>	<b>13,882.56</b>	<b>10.8</b>
<u>MATERIALS &amp; SERVICES</u>					
110-450-6122 IT SERVICES	177.00	472.20	7,440.00	6,967.80	6.4
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	.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	13.64	475.34	1,200.00	724.66	39.6
110-450-6425 SEWER SERVICES	30.14	270.38	732.00	461.62	36.9
110-450-6430 ELECTRICITY SERVICES	120.69	745.19	3,600.00	2,854.81	20.7
110-450-6435 INTERNET SERVICES	152.46	1,089.70	2,100.00	1,010.30	51.9
110-450-6440 TELEPHONE SERVICES	.00	.00	300.00	300.00	.0
110-450-6445 REFUSE SERVICES	8.99	82.90	600.00	517.10	13.8
110-450-6530 SUMMER READING PROGRAM	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>502.92</b>	<b>4,736.15</b>	<b>22,372.00</b>	<b>17,635.85</b>	<b>21.2</b>
<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
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>.00</b>	<b>302,000.00</b>	<b>302,000.00</b>	<b>.0</b>
<b>TOTAL LIBRARY</b>	<b>672.39</b>	<b>6,410.59</b>	<b>339,929.00</b>	<b>333,518.41</b>	<b>1.9</b>
<u>CODE ENFORCEMENT</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-460-5110 CITY ADMINISTRATOR	375.00	3,378.28	4,326.00	947.72	78.1
110-460-5150 PUBLIC WORKS DIRECTOR	287.08	2,725.39	3,374.00	648.61	80.8
110-460-5220 OVERTIME	.00	90.09	.00	( 90.09)	.0
110-460-5315 SOCIAL SECURITY/MEDICARE	50.66	473.82	691.00	217.18	68.6
110-460-5320 WORKER'S COMP	7.82	62.03	307.00	244.97	20.2
110-460-5350 UNEMPLOYMENT	.00	.00	573.00	573.00	.0
110-460-5410 HEALTH INSURANCE	100.03	1,184.38	1,439.00	254.62	82.3
110-460-5450 PUBLIC EMPLOYEES RETIREMENT	114.16	1,067.84	1,328.00	260.16	80.4
<b>TOTAL PERSONAL SERVICES</b>	<b>934.75</b>	<b>8,981.83</b>	<b>12,038.00</b>	<b>3,056.17</b>	<b>74.6</b>
<u>MATERIALS &amp; 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
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>.00</b>	<b>481.38</b>	<b>2,700.00</b>	<b>2,218.62</b>	<b>17.8</b>
<b>TOTAL CODE ENFORCEMENT</b>	<b>934.75</b>	<b>9,463.21</b>	<b>14,738.00</b>	<b>5,274.79</b>	<b>64.2</b>
<u>TOURISM</u>					
<u>MATERIALS &amp; 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	67.26	1,395.09	5,000.00	3,604.91	27.9
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
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>67.26</b>	<b>2,587.24</b>	<b>11,350.00</b>	<b>8,762.76</b>	<b>22.8</b>
<b>TOTAL TOURISM</b>	<b>67.26</b>	<b>2,587.24</b>	<b>11,350.00</b>	<b>8,762.76</b>	<b>22.8</b>

MUNICIPAL COURT

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-480-5110 CITY ADMINISTRATOR	375.00	3,378.28	4,325.00	946.72	78.1
110-480-5112 FINANCE CLERK	.00	.00	.00	.00	.0
110-480-5114 CITY CLERK	220.24	2,087.04	2,577.00	489.96	81.0
110-480-5220 OVERTIME	1.91	16.20	97.00	80.80	16.7
110-480-5315 SOCIAL SECURITY/MEDICARE	45.71	419.46	628.00	208.54	66.8
110-480-5320 WORKER'S COMP	7.82	61.91	14.00	( 47.91)	442.2
110-480-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-480-5410 HEALTH INSURANCE	100.53	1,226.35	1,314.00	87.65	93.3
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	102.95	944.93	1,207.00	262.07	78.3
<b>TOTAL PERSONAL SERVICES</b>	<b>854.16</b>	<b>8,134.17</b>	<b>10,670.00</b>	<b>2,535.83</b>	<b>76.2</b>
<u>MATERIALS &amp; 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	.00	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	135.00	500.00	365.00	27.0
110-480-6565 COURT COLLECTION FEESCOURT COL	.00	.00	.00	.00	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>.00</b>	<b>763.89</b>	<b>3,500.00</b>	<b>2,736.11</b>	<b>21.8</b>
<b>TOTAL MUNICIPAL COURT</b>	<b>854.16</b>	<b>8,898.06</b>	<b>14,170.00</b>	<b>5,271.94</b>	<b>62.8</b>
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
110-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	13,668.00	13,668.00	.0
110-800-7112 LOAN PRINCIPAL - ROLLING ROCK	.00	.00	.00	.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
110-800-7512 LOAN INTEREST - ROLLING ROCK	.00	.00	.00	.00	.0
110-800-7520 LOAN INTEREST - SDC FUND LOAN	.00	.00	.00	.00	.0
<b>TOTAL DEBT SERVICES</b>	<b>.00</b>	<b>.00</b>	<b>32,269.00</b>	<b>32,269.00</b>	<b>.0</b>
<b>TOTAL DEBT SERVICE</b>	<b>.00</b>	<b>.00</b>	<b>32,269.00</b>	<b>32,269.00</b>	<b>.0</b>
<u>OTHER REQUIREMENTS</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<hr/>						
OTHER REQUIREMENTS						
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	30,502.00	30,502.00	.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
<hr/>						
TOTAL OTHER REQUIREMENTS		.00	6,000.00	44,002.00	38,002.00	13.6
<hr/>						
TOTAL OTHER REQUIREMENTS		.00	6,000.00	44,002.00	38,002.00	13.6
<hr/>						
TOTAL FUND EXPENDITURES		44,805.36	327,958.36	1,620,225.00	1,292,266.64	20.2
<hr/>						
NET REVENUE OVER EXPENDITURES		( 34,380.63)	( 8,428.51)	( 231,767.00)	( 223,338.49)	( 3.6)
<hr/>						



CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

WATER FUND

ASSETS

230-1110	ALLOCATED CASH	100,954.43	
230-1115	CASH IN BANK - LGIP	88,655.83	
230-1250	DUE FROM OTHER FUNDS	.00	
230-1510	ACCOUNTS RECEIVABLE	24,077.17	
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		2,531,734.33

LIABILITIES AND EQUITY

LIABILITIES

230-2125	ACCOUNTS PAYABLE	.00	
230-2205	WAGES PAYABLE	3,279.27	
230-2210	PAYROLL TAXES PAYABLE	1,359.25	
230-2245	HEALTH INSURANCE PAYABLE	2,148.44	
230-2250	RETIREMENT PAYABLE	1,060.27	
230-2520	UTILITY DEPOSITS	35,264.95	
230-2750	LONG TERM DEBT	940,161.58	
230-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		983,273.76

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	30,247.72	
	BALANCE - CURRENT DATE	30,247.72	
	TOTAL FUND EQUITY		1,548,460.57
	TOTAL LIABILITIES AND EQUITY		2,531,734.33

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
230-315-4125 INTEREST EARNED	160.42	1,637.49	2,902.00	1,264.51	56.4
TOTAL INVESTMENT EARNINGS	160.42	1,637.49	2,902.00	1,264.51	56.4
<u>GRANT REVENUES</u>					
230-325-4162 CDBG GRANT	.00	.00	.00	.00	.0
TOTAL GRANT REVENUES	.00	.00	.00	.00	.0
<u>LICENSES &amp; PERMITS</u>					
230-335-4370 WATER/SEWER CONNECTION PERMIT	.00	500.00	2,000.00	1,500.00	25.0
TOTAL LICENSES & PERMITS	.00	500.00	2,000.00	1,500.00	25.0
<u>CHARGES FOR SERVICE</u>					
230-340-4425 WATER/SEWER SALES	21,649.85	272,691.73	333,048.00	60,356.27	81.9
230-340-4426 BULK WATER SALES	.00	.00	500.00	500.00	.0
230-340-4430 WATER/SEWER CONNECTION FEES	.00	.00	2,000.00	2,000.00	.0
230-340-4435 FIRE HYDRANT FEE	312.60	3,267.94	4,337.00	1,069.06	75.4
230-340-4450 WATER/SEWER PENALTIES	90.00	2,241.56	.00	( 2,241.56)	.0
TOTAL CHARGES FOR SERVICE	22,052.45	278,201.23	339,885.00	61,683.77	81.9
<u>SDC REVENUE</u>					
230-345-4531 WATER REIMBURSEMENT SDC	.00	6,332.50	8,568.00	2,235.50	73.9
TOTAL SDC REVENUE	.00	6,332.50	8,568.00	2,235.50	73.9
<u>LOAN PAYMENTS &amp; PROCEEDS</u>					
230-360-4210 PRINCIPAL PAYMENTS RECIEVED	.00	.00	.00	.00	.0
230-360-4220 INTERIM FINANCING REVENUE	.00	.00	.00	.00	.0
230-360-4225 LOAN PROCEEDS	.00	.00	175,000.00	175,000.00	.0
TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	175,000.00	175,000.00	.0

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REIMBURSEMENT REVENUE</u>					
230-365-4752	.00	.00	.00	.00	.0
230-365-4790	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
<u>OTHER REVENUE</u>					
230-370-4849	800.00	800.00	.00	( 800.00)	.0
	800.00	800.00	.00	( 800.00)	.0
<u>MISCELLANEOUS REVENUE</u>					
230-385-4895	25.34	205.25	5,000.00	4,794.75	4.1
	25.34	205.25	5,000.00	4,794.75	4.1
<u>TRANSFERS IN</u>					
230-390-4910	.00	.00	.00	.00	.0
230-390-4917	.00	.00	.00	.00	.0
230-390-4940	.00	.00	.00	.00	.0
230-390-4950	.00	.00	.00	.00	.0
230-390-4955	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	23,038.21	287,676.47	533,355.00	245,678.53	53.9

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
230-490-5110	CITY ADMINISTRATOR	2,062.50	18,580.78	23,796.00	5,215.22 78.1
230-490-5112	FINANCE CLERK	.00	.00	.00	.00 .0
230-490-5114	CITY CLERK	1,761.92	16,696.29	20,613.00	3,916.71 81.0
230-490-5150	PUBLIC WORKS DIRECTOR	2,440.18	23,165.80	28,680.00	5,514.20 80.8
230-490-5152	UTILITY WORKER I	2,631.78	24,562.99	13,923.00	( 10,639.99) 176.4
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	189.67	1,901.32	2,735.00	833.68 69.5
230-490-5220	OVERTIME	85.54	1,564.50	6,516.00	4,951.50 24.0
230-490-5315	SOCIAL SECURITY/MEDICARE	701.63	6,615.08	9,882.00	3,266.92 66.9
230-490-5320	WORKER'S COMP	450.11	3,561.05	5,934.00	2,372.95 60.0
230-490-5350	UNEMPLOYMENT	.00	.00	8,736.00	8,736.00 .0
230-490-5410	HEALTH INSURANCE	2,147.11	25,604.04	29,720.00	4,115.96 86.2
230-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,581.26	14,195.69	18,996.00	4,800.31 74.7
	TOTAL PERSONAL SERVICES	14,051.70	136,447.54	183,454.00	47,006.46 74.4

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
230-490-6110	.00	3,975.00	4,419.00	444.00	90.0
230-490-6112	.00	.00	500.00	500.00	.0
230-490-6114	1,572.00	4,720.75	3,749.00	( 971.75)	125.9
230-490-6116	.00	1,705.00	80,000.00	78,295.00	2.1
230-490-6122	306.60	2,894.10	5,381.00	2,486.90	53.8
230-490-6128	70.00	630.00	2,000.00	1,370.00	31.5
230-490-6130	.00	.00	.00	.00	.0
230-490-6190	.00	.00	.00	.00	.0
230-490-6210	.00	5,968.33	6,115.00	146.67	97.6
230-490-6220	.00	304.84	1,000.00	695.16	30.5
230-490-6226	.00	1,100.00	1,707.00	607.00	64.4
230-490-6230	22.09	475.25	1,281.00	805.75	37.1
230-490-6234	2,222.43	6,120.26	2,699.00	( 3,421.26)	226.8
230-490-6238	218.56	2,502.62	2,825.00	322.38	88.6
230-490-6240	.00	486.00	1,500.00	1,014.00	32.4
230-490-6290	.00	129.98	1,500.00	1,370.02	8.7
230-490-6320	.00	1,260.92	2,500.00	1,239.08	50.4
230-490-6324	.00	1,773.85	1,000.00	( 773.85)	177.4
230-490-6330	.00	7,285.95	15,329.00	8,043.05	47.5
230-490-6334	.00	4,147.84	1,500.00	( 2,647.84)	276.5
230-490-6420	37.61	438.15	1,697.00	1,258.85	25.8
230-490-6425	60.27	540.67	723.00	182.33	74.8
230-490-6430	1,584.13	12,589.17	19,254.00	6,664.83	65.4
230-490-6435	70.00	630.00	865.00	235.00	72.8
230-490-6440	256.43	2,297.95	3,886.00	1,588.05	59.1
230-490-6445	20.48	185.80	233.00	47.20	79.7
230-490-6520	.00	.00	.00	.00	.0
230-490-6710	.00	427.39	1,602.00	1,174.61	26.7
230-490-6712	.00	1,533.41	.00	( 1,533.41)	.0
230-490-6750	737.57	13,222.95	21,349.00	8,126.05	61.9
230-490-6755	37.80	2,983.00	2,842.00	( 141.00)	105.0
230-490-6758	.00	89.05	.00	( 89.05)	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>7,215.97</b>	<b>80,418.23</b>	<b>187,456.00</b>	<b>107,037.77</b>	<b>42.9</b>
<b>TOTAL NON-DEPARTMENTAL</b>	<b>21,267.67</b>	<b>216,865.77</b>	<b>370,910.00</b>	<b>154,044.23</b>	<b>58.5</b>

CAPITAL OUTLAY

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	21,267.67	257,428.75	678,470.00	421,041.25	37.9
NET REVENUE OVER EXPENDITURES	1,770.54	30,247.72	( 145,115.00)	( 175,362.72)	20.8

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	62,075.04	
240-1115	CASH IN BANK - LGIP	86,269.40	
240-1510	ACCOUNTS RECEIVABLE	32,096.43	
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		<u>2,292,247.56</u>

LIABILITIES AND EQUITY

LIABILITIES

240-2125	ACCOUNTS PAYABLE	.00	
240-2205	WAGES PAYABLE	3,279.35	
240-2210	PAYROLL TAXES PAYABLE	1,359.10	
240-2245	HEALTH INSURANCE PAYABLE	2,148.40	
240-2250	RETIREMENT PAYABLE	1,060.28	
240-2450	DUE TO OTHER FUNDS	.00	
240-2750	LONG TERM DEBT	605,695.56	
240-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		613,542.69

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	( 3,553.98)	
	BALANCE - CURRENT DATE	( 3,553.98)	
	TOTAL FUND EQUITY		<u>1,678,704.87</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,292,247.56</u>



CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
240-315-4125 INTEREST EARNED	154.37	1,568.46	3,640.00	2,071.54	43.1
TOTAL INVESTMENT EARNINGS	154.37	1,568.46	3,640.00	2,071.54	43.1
<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 &amp; 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	30,660.14	304,120.27	394,156.00	90,035.73	77.2
240-340-4430 WATER/SEWER CONNECTION FEES	.00	.00	.00	.00	.0
240-340-4450 WATER/SEWER PENALTIES	55.00	2,048.62	.00	( 2,048.62)	.0
TOTAL CHARGES FOR SERVICE	30,715.14	306,168.89	394,156.00	87,987.11	77.7
<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 &amp; 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 9 MONTHS ENDING MARCH 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	30.14	115.97	4,500.00	4,384.03	2.6
TOTAL MISCELLANEOUS REVENUE	30.14	115.97	4,500.00	4,384.03	2.6
<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
240-390-4950 TRANSFER FROM EQUIPMENT 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	30,899.65	325,041.96	420,884.00	95,842.04	77.2

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
240-490-5110	CITY ADMINISTRATOR	2,062.50	18,581.25	23,796.00	5,214.75 78.1
240-490-5112	FINANCE CLERK	.00	.00	.00	.00 .0
240-490-5114	CITY CLERK	1,761.90	16,696.10	20,613.00	3,916.90 81.0
240-490-5150	PUBLIC WORKS DIRECTOR	2,440.16	23,165.62	28,680.00	5,514.38 80.8
240-490-5152	UTILITY WORKER I	2,631.74	24,562.68	13,923.00	( 10,639.68) 176.4
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	189.67	1,901.32	2,735.00	833.68 69.5
240-490-5220	OVERTIME	85.52	1,564.44	6,516.00	4,951.56 24.0
240-490-5315	SOCIAL SECURITY/MEDICARE	701.58	6,614.79	9,882.00	3,267.21 66.9
240-490-5320	WORKER'S COMP	450.16	3,561.14	5,934.00	2,372.86 60.0
240-490-5350	UNEMPLOYMENT	.00	.00	8,736.00	8,736.00 .0
240-490-5410	HEALTH INSURANCE	2,147.07	25,603.80	29,720.00	4,116.20 86.2
240-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,581.19	14,195.61	18,996.00	4,800.39 74.7
	<b>TOTAL PERSONAL SERVICES</b>	<b>14,051.49</b>	<b>136,446.75</b>	<b>183,454.00</b>	<b>47,007.25 74.4</b>

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
240-490-6110	AUDITING	1,260.00	5,235.00	4,419.00 ( 816.00)	118.5
240-490-6112	LEGAL SERVICES	.00	.00	500.00	500.00 .0
240-490-6114	FINANCIAL SERVICES	312.00	3,460.75	3,749.00	288.25 92.3
240-490-6116	ENGINEERING SERVICES	.00	3,435.40	100,000.00	96,564.60 3.4
240-490-6122	IT SERVICES	306.60	3,135.57	3,881.00	745.43 80.8
240-490-6128	OTHER CONTRACT SERVICES	370.00	3,330.00	3,600.00	270.00 92.5
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	1,100.00	2,000.00	900.00 55.0
240-490-6230	OFFICE SUPPLIES/EQUIPMENT	22.10	264.28	500.00	235.72 52.9
240-490-6234	GENERAL SUPPLIES	225.90	2,495.54	2,000.00 ( 495.54)	124.8
240-490-6238	BANK SERVICE CHARGES	218.56	2,502.61	1,498.00 ( 1,004.61)	167.1
240-490-6240	TRAVEL & TRAINING	.00	525.00	1,500.00	975.00 35.0
240-490-6290	MISCELLANEOUS	.00	.00	500.00	500.00 .0
240-490-6320	BUILDING REPAIR & MAINTENANCE	.00	1,510.84	1,000.00 ( 510.84)	151.1
240-490-6324	EQUIPMENT REPAIR & MAINTENANCE	.00	3,112.45	5,000.00	1,887.55 62.3
240-490-6330	OTHER REPAIR & MAINTENANCE	301.00	16,148.89	12,500.00 ( 3,648.89)	129.2
240-490-6334	NON-CAPITALIZED ASSETS	832.00	1,451.91	1,000.00 ( 451.91)	145.2
240-490-6420	WATER SERVICES	2,227.94	20,779.96	11,457.00 ( 9,322.96)	181.4
240-490-6425	SEWER SERVICES	542.43	5,001.93	6,620.00	1,618.07 75.6
240-490-6430	ELECTRICITY SERVICES	2,589.60	11,578.09	25,068.00	13,489.91 46.2
240-490-6435	INTERNET SERVICES	71.97	494.83	.00 ( 494.83)	.0
240-490-6440	TELEPHONE SERVICES	143.56	1,290.78	1,518.00	227.22 85.0
240-490-6445	REFUSE SERVICES	20.48	242.17	238.00 ( 4.17)	101.8
240-490-6520	PERMITS	.00	.00	3,100.00	3,100.00 .0
240-490-6710	GAS & OIL	.00	1,140.44	1,457.00	316.56 78.3
240-490-6712	OPERATIONS & SUPPLIES	.00	.00	.00	.00 .0
240-490-6750	CHEMICALS & LAB SUPPLIES	665.06	8,170.40	14,700.00	6,529.60 55.6
240-490-6755	WATER/SEWER ANALYSIS	588.60	8,030.70	10,483.00	2,452.30 76.6
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	10,697.80	110,635.71	225,003.00	114,367.29 49.2
	TOTAL NON-DEPARTMENTAL	24,749.29	247,082.46	408,457.00	161,374.54 60.5

CAPITAL OUTLAY

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
240-700-8225	BUILDINGS & FACILITIES	.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	.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	.00	38,450.07	42,000.00	3,549.93 91.6
	TOTAL CAPITAL OUTLAY	.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 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	24,749.29	328,595.94	602,913.00	274,317.06	54.5
NET REVENUE OVER EXPENDITURES	6,150.36	( 3,553.98)	( 182,029.00)	( 178,475.02)	( 2.0)

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	10,937.81	
312-1115	CASH IN BANK - LGIP	67,794.68	
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		996,458.25

LIABILITIES AND EQUITY

LIABILITIES

312-2125	ACCOUNTS PAYABLE	.00	
312-2205	WAGES PAYABLE	339.69	
312-2210	PAYROLL TAXES PAYABLE	154.84	
312-2245	HEALTH INSURANCE PAYABLE	200.08	
312-2250	RETIREMENT PAYABLE	113.02	
	TOTAL LIABILITIES		807.63

FUND EQUITY

312-3100	BEGINNING FUND BALANCE	90,839.13	
312-3275	GASB - FIXED ASSETS	917,725.76	
	REVENUE OVER EXPENDITURES - YTD	( 12,914.27)	
	BALANCE - CURRENT DATE	( 12,914.27)	
	TOTAL FUND EQUITY		995,650.62
	TOTAL LIABILITIES AND EQUITY		996,458.25

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
312-315-4125 INTEREST EARNED	120.05	1,224.67	2,045.00	820.33	59.9
TOTAL INVESTMENT EARNINGS	120.05	1,224.67	2,045.00	820.33	59.9
<u>INTERGOVERNMENTAL</u>					
312-320-4140 LANE COUNTY DISTRIBUTIONS	.00	.00	.00	.00	.0
312-320-4142 STATE DISTRIBUTIONS	5,839.37	59,566.02	79,288.00	19,721.98	75.1
TOTAL INTERGOVERNMENTAL	5,839.37	59,566.02	79,288.00	19,721.98	75.1
<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 &amp; 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 9 MONTHS ENDING MARCH 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
312-385-4895 MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
<hr/>					
312-390-4950 TRANSFER FROM EQUIPMENT FUND	.00	.00	.00	.00	.0
TOTAL SOURCE 390	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	5,959.42	62,350.69	500,980.00	438,629.31	12.5

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110	375.00	3,378.28	4,326.00	947.72	78.1
312-490-5112	.00	.00	.00	.00	.0
312-490-5150	287.08	2,725.39	3,374.00	648.61	80.8
312-490-5152	309.62	2,889.78	1,638.00	( 1,251.78)	176.4
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	8.27	168.81	676.00	507.19	25.0
312-490-5315	74.90	700.84	1,045.00	344.16	67.1
312-490-5320	103.36	817.06	673.00	( 144.06)	121.4
312-490-5350	.00	.00	913.00	913.00	.0
312-490-5410	199.93	2,368.25	2,877.00	508.75	82.3
312-490-5450	168.87	1,495.78	2,009.00	513.22	74.5
312-490-5910	.00	.00	.00	.00	.0
TOTAL PERSONAL SERVICES	1,527.03	14,544.19	19,169.00	4,624.81	75.9
<u>MATERIALS &amp; SERVICES</u>					
312-490-6110	420.00	1,745.00	1,473.00	( 272.00)	118.5
312-490-6114	104.00	1,153.58	1,250.00	96.42	92.3
312-490-6116	.00	132.10	1,000.00	867.90	13.2
312-490-6122	102.20	988.70	1,342.00	353.30	73.7
312-490-6128	.00	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	.00	4,998.00	500.00	( 4,498.00)	999.6
312-490-6430	1,296.51	8,761.21	20,363.00	11,601.79	43.0
312-490-6720	.00	2,304.20	.00	( 2,304.20)	.0
312-490-6724	.00	4,230.20	500.00	( 3,730.20)	846.0
312-490-6726	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	1,922.71	30,181.74	52,388.00	22,206.26	57.6
TOTAL NON-DEPARTMENTAL	3,449.74	44,725.93	71,557.00	26,831.07	62.5
<u>CAPITAL OUTLAY</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	17,945.24	26,359.48	438,042.00	411,682.52	6.0
312-700-8532 SIGNAGE	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	17,945.24	26,539.03	438,042.00	411,502.97	6.1
TOTAL CAPITAL OUTLAY	17,945.24	26,539.03	438,042.00	411,502.97	6.1
<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	21,394.98	75,264.96	600,639.00	525,374.04	12.5
NET REVENUE OVER EXPENDITURES	( 15,435.56)	( 12,914.27)	( 99,659.00)	( 86,744.73)	( 13.0)

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

BLACKBERRY JAM FUND

ASSETS

314-1110	ALLOCATED CASH	13,586.80	
314-1116	CASH IN BANK - BBJ CHECKING	.00	
314-1117	BLACKBERRY JAM CD	.00	
314-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>13,586.80</u>

LIABILITIES AND EQUITY

LIABILITIES

314-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

314-3100	BEGINNING FUND BALANCE	16,392.43	
	REVENUE OVER EXPENDITURES - YTD	( 2,805.63)	
	BALANCE - CURRENT DATE	( 2,805.63)	
	TOTAL FUND EQUITY		<u>13,586.80</u>
	TOTAL LIABILITIES AND EQUITY		<u>13,586.80</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.60	6.40	291.00	284.60	2.2
TOTAL INVESTMENT EARNINGS	.60	6.40	291.00	284.60	2.2
<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 &amp; EVENT REVENUE</u>					
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	505.00	2,180.00	3,000.00	820.00	72.7
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	10.00	1,575.00	1,500.00	( 75.00)	105.0
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	250.00	1,000.00	4,000.00	3,000.00	25.0
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 TOURNEY 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	765.00	14,903.35	25,690.00	10,786.65	58.0
<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	765.60	15,040.75	26,481.00	11,440.25	56.8

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
314-490-6118	.00	1,220.00	1,500.00	280.00	81.3
314-490-6122	.00	363.66	450.00	86.34	80.8
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	80.00	755.00	1,000.00	245.00	75.5
314-490-6714	.00	.00	.00	.00	.0
314-490-6810	11.00	37.85	750.00	712.15	5.1
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	91.00	17,846.38	26,390.00	8,543.62	67.6
TOTAL NON-DEPARTMENTAL	91.00	17,846.38	26,390.00	8,543.62	67.6
<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 9 MONTHS ENDING MARCH 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	91.00	17,846.38	41,003.00	23,156.62	43.5
NET REVENUE OVER EXPENDITURES	674.60	( 2,805.63)	( 14,522.00)	( 11,716.37)	( 19.3)

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

PARKS SDC FUND

ASSETS

410-1110	ALLOCATED CASH	13,615.89	
410-1115	CASH IN BANK - LGIP	38,612.34	
410-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>52,228.23</u>

LIABILITIES AND EQUITY

LIABILITIES

410-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>6,605.89</u>	
	BALANCE - CURRENT DATE	<u>6,605.89</u>	
	TOTAL FUND EQUITY		<u>52,228.23</u>
	TOTAL LIABILITIES AND EQUITY		<u>52,228.23</u>



CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
410-315-4125 INTEREST EARNED	68.51	695.89	1,163.00	467.11	59.8
TOTAL INVESTMENT EARNINGS	68.51	695.89	1,163.00	467.11	59.8
<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	68.51	6,605.89	9,043.00	2,437.11	73.1

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
410-490-6714	.00	.00	10,000.00	10,000.00	.0
	.00	.00	10,000.00	10,000.00	.0
	.00	.00	10,000.00	10,000.00	.0
	.00	.00	10,000.00	10,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
410-700-8520	.00	.00	45,556.00	45,556.00	.0
	.00	.00	45,556.00	45,556.00	.0
	.00	.00	45,556.00	45,556.00	.0
	.00	.00	45,556.00	45,556.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
410-900-9895	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	.00	.00	55,556.00	55,556.00	.0
	68.51	6,605.89	( 46,513.00)	( 53,118.89)	14.2

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

STREETS SDC FUND

ASSETS

412-1110	ALLOCATED CASH	17,320.80	
412-1115	CASH IN BANK - LGIP	28,695.43	
412-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>46,016.23</u>

LIABILITIES AND EQUITY

LIABILITIES

412-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>9,399.66</u>	
	BALANCE - CURRENT DATE	<u>9,399.66</u>	
	TOTAL FUND EQUITY		<u>46,016.23</u>
	TOTAL LIABILITIES AND EQUITY		<u>46,016.23</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
412-315-4125 INTEREST EARNED	51.24	519.66	712.00	192.34	73.0
TOTAL INVESTMENT EARNINGS	51.24	519.66	712.00	192.34	73.0
<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	51.24	9,399.66	5,448.00	( 3,951.66)	172.5

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
412-490-6128	.00	.00	2,000.00	2,000.00	.0
412-490-6714	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
412-700-8530	.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	.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	51.24	9,399.66	( 28,503.00)	( 37,902.66)	33.0

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

WATER SDC FUND

ASSETS

430-1110	ALLOCATED CASH	37,023.02	
430-1115	CASH IN BANK - LGIP	265,758.80	
430-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>302,781.82</u>

LIABILITIES AND EQUITY

LIABILITIES

430-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>37,316.41</u>	
	BALANCE - CURRENT DATE	<u>37,316.41</u>	
	TOTAL FUND EQUITY		<u>302,781.82</u>
	TOTAL LIABILITIES AND EQUITY		<u>302,781.82</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
430-315-4125 INTEREST EARNED	468.95	4,761.41	5,987.00	1,225.59	79.5
TOTAL INVESTMENT EARNINGS	468.95	4,761.41	5,987.00	1,225.59	79.5
<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	468.95	37,316.41	36,627.00	( 689.41)	101.9

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
430-490-6128	.00	.00	2,000.00	2,000.00	.0
430-490-6714	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
430-700-8540	.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	.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	468.95	37,316.41	( 239,460.00)	( 276,776.41)	15.6



CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

SEWER SDC FUND

ASSETS

440-1110	ALLOCATED CASH	16,051.72	
440-1115	CASH IN BANK - LGIP	121,075.74	
440-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>137,127.46</u>

LIABILITIES AND EQUITY

LIABILITIES

440-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>9,110.78</u>	
	BALANCE - CURRENT DATE	<u>9,110.78</u>	
	TOTAL FUND EQUITY		<u>137,127.46</u>
	TOTAL LIABILITIES AND EQUITY		<u>137,127.46</u>

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
440-315-4125 INTEREST EARNED	213.61	2,170.70	3,185.00	1,014.30	68.2
TOTAL INVESTMENT EARNINGS	213.61	2,170.70	3,185.00	1,014.30	68.2
<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	213.61	9,110.78	11,753.00	2,642.22	77.5

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
440-490-6128	.00	.00	2,000.00	2,000.00	.0
440-490-6714	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
440-700-8550	.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	.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	213.61	9,110.78	( 127,383.00)	( 136,493.78)	7.2

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

STORMWATER SDC FUND

ASSETS

445-1110	ALLOCATED CASH	17,812.47	
445-1115	CASH IN BANK - LGIP	25,700.68	
445-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>43,513.15</u>

LIABILITIES AND EQUITY

LIABILITIES

445-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>10,134.60</u>	
	BALANCE - CURRENT DATE	<u>10,134.60</u>	
	TOTAL FUND EQUITY		<u>43,513.15</u>
	TOTAL LIABILITIES AND EQUITY		<u>43,513.15</u>

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

STORMWATER SDC FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>INVESTMENT EARNINGS</u>					
445-315-4125 INTEREST EARNED	46.00	466.20	758.00	291.80	61.5
TOTAL INVESTMENT EARNINGS	46.00	466.20	758.00	291.80	61.5
<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	46.00	10,134.60	6,142.00	( 3,992.60)	165.0

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
445-490-6128	.00	.00	2,000.00	2,000.00	.0
445-490-6714	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
445-700-8560	.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	.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	46.00	10,134.60	( 30,333.00)	( 40,467.60)	33.4

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

WATER RESERVE FUND

ASSETS

520-1110	ALLOCATED CASH	23,641.11	
520-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		23,641.11

LIABILITIES AND EQUITY

LIABILITIES

520-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

520-3100	BEGINNING FUND BALANCE	19,691.87	
	REVENUE OVER EXPENDITURES - YTD	3,949.24	
	BALANCE - CURRENT DATE	3,949.24	
	TOTAL FUND EQUITY		23,641.11
	TOTAL LIABILITIES AND EQUITY		23,641.11

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
520-315-4125 INTEREST EARNED	1.07	11.24	.00	( 11.24)	.0
TOTAL INVESTMENT EARNINGS	1.07	11.24	.00	( 11.24)	.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	1.07	3,949.24	3,938.00	( 11.24)	100.3



CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	1.07	3,949.24	( 19,690.00)	( 23,639.24)	20.1

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

SEWER RESERVE FUND

<u>ASSETS</u>			
521-1110	ALLOCATED CASH	9,825.43	
521-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>9,825.43</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
521-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
521-3100	BEGINNING FUND BALANCE	8,245.73	
	REVENUE OVER EXPENDITURES - YTD	<u>1,579.70</u>	
	BALANCE - CURRENT DATE	<u>1,579.70</u>	
	TOTAL FUND EQUITY		<u>9,825.43</u>
	TOTAL LIABILITIES AND EQUITY		<u>9,825.43</u>

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
521-315-4125 INTEREST EARNED	.45	4.70	.00	( 4.70)	.0
TOTAL INVESTMENT EARNINGS	.45	4.70	.00	( 4.70)	.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	.45	1,579.70	1,575.00	( 4.70)	100.3

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 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	.45	1,579.70	( 8,245.00)	( 9,824.70)	19.2

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

EQUIPMENT FUND

ASSETS

550-1110	ALLOCATED CASH	22,179.46	
550-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		22,179.46

LIABILITIES AND EQUITY

LIABILITIES

550-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

550-3100	BEGINNING FUND BALANCE	173.86	
	REVENUE OVER EXPENDITURES - YTD	22,005.60	
	BALANCE - CURRENT DATE	22,005.60	
	TOTAL FUND EQUITY		22,179.46
	TOTAL LIABILITIES AND EQUITY		22,179.46

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

EQUIPMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
550-315-4125 INTEREST EARNED	1.01	5.60	.00	( 5.60)	.0
TOTAL INVESTMENT EARNINGS	1.01	5.60	.00	( 5.60)	.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	1.01	22,005.60	22,000.00	( 5.60)	100.0

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	1.01	22,005.60	( 35.00)	( 22,040.60)	62873.

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

DEBT RESERVE FUND

ASSETS

555-1110	ALLOCATED CASH	.00	
555-1115	CASH IN BANK - LGIP	133.86	
555-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>133.86</u>

LIABILITIES AND EQUITY

LIABILITIES

555-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

555-3100	BEGINNING FUND BALANCE	12,838.57	
	REVENUE OVER EXPENDITURES - YTD	( 12,704.71)	
	BALANCE - CURRENT DATE	( 12,704.71)	
	TOTAL FUND EQUITY		<u>133.86</u>
	TOTAL LIABILITIES AND EQUITY		<u>133.86</u>



CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

DEBT RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
555-315-4125	INTEREST EARNED	.24	19.29	.00	( 19.29)	.0
	TOTAL INVESTMENT EARNINGS	.24	19.29	.00	( 19.29)	.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	.24	19.29	.00	( 19.29)	.0

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	.24	( 12,704.71)	( 12,724.00)	( 19.29)	( 99.9)

## Report Criteria:

Report type: GL detail

Check.Type = {&lt;-&gt;} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
<b>15829</b>						
04/01/2020	15829	Banner Bank	230-490-6240	Travel & Training	Training Supplies	133.00
04/01/2020	15829	Banner Bank	240-490-6320	Building Repair & Maintena	Supplies	129.74
04/01/2020	15829	Banner Bank	240-490-6240	Travel & Training	Training	908.33
04/01/2020	15829	Banner Bank	110-410-6122	IT Services	MSFT	31.03
04/01/2020	15829	Banner Bank	110-410-6510	Council Expenditure	Subway	56.95
04/01/2020	15829	Banner Bank	110-410-6334	Non-Capitalized Assets	Owl Labs	999.00
04/01/2020	15829	Banner Bank	110-410-6122	IT Services	Zoom	149.90
04/01/2020	15829	Banner Bank	110-410-6122	IT Services	MSFT Credit	84.34-
04/01/2020	15829	Banner Bank	314-490-6122	IT Services	Onebox	15.05
04/01/2020	15829	Banner Bank	314-490-6122	IT Services	Go Daddy Service	18.17
04/01/2020	15829	Banner Bank	110-410-6230	Office Supplies/Equipment	Deluxe	323.75
04/01/2020	15829	Banner Bank	110-420-6234	General Supplies	Zoro - Pet Waste Bags	37.95
Total 15829:						2,718.53
<b>15830</b>						
04/01/2020	15830	Bridge Town Market	110-420-6710	Gas & Oil	Fuel	156.35
04/01/2020	15830	Bridge Town Market	110-420-6234	General Supplies	Drinks	19.69
04/01/2020	15830	Bridge Town Market	230-490-6710	Gas & Oil	Fuel	33.08
04/01/2020	15830	Bridge Town Market	230-490-6234	General Supplies	General supplies	4.99
04/01/2020	15830	Bridge Town Market	240-490-6710	Gas & Oil	Fuel	33.09
04/01/2020	15830	Bridge Town Market	240-490-6234	General Supplies	General supplies	10.58
Total 15830:						257.78
<b>15831</b>						
04/01/2020	15831	City of Lowell	110-410-6420	Water Services	Water Service	40.55
04/01/2020	15831	City of Lowell	110-410-6425	Sewer Services	Sewer Service	90.40
04/01/2020	15831	City of Lowell	110-420-6420	Water Services	Water Service	189.71
04/01/2020	15831	City of Lowell	110-420-6425	Sewer Services	Sewer Service	120.54
04/01/2020	15831	City of Lowell	110-450-6420	Water Services	Water Service	13.52
04/01/2020	15831	City of Lowell	110-450-6425	Sewer Services	Sewer Service	30.14
04/01/2020	15831	City of Lowell	230-490-6420	Water Services	Water Service	36.41
04/01/2020	15831	City of Lowell	230-490-6425	Sewer Services	Sewer Service	60.27
04/01/2020	15831	City of Lowell	240-490-6420	Water Services	Water Service	1,114.96
04/01/2020	15831	City of Lowell	240-490-6425	Sewer Services	Sewer Service	542.43
Total 15831:						2,238.93
<b>15832</b>						
04/01/2020	15832	City of Oakridge	110-480-6128	Other Contract Services	Court Service	195.00
Total 15832:						195.00
<b>15833</b>						
04/01/2020	15833	DEQ	240-490-6520	Permits	Annual Water Quality Permit	2,794.00
Total 15833:						2,794.00
<b>15834</b>						
04/01/2020	15834	Grainger	240-490-6234	General Supplies	General Supplies	210.00
04/01/2020	15834	Grainger	230-490-6234	General Supplies	General Supplies	210.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15834:						420.00
<b>15835</b>						
04/01/2020	15835	Lane Electric Cooperative	110-420-6430	Electricity Services	Electricity	54.91
04/01/2020	15835	Lane Electric Cooperative	110-470-6326	Covered Bridge Maintenanc	Electricity	64.61
04/01/2020	15835	Lane Electric Cooperative	110-410-6430	Electricity Services	Electricity	335.71
04/01/2020	15835	Lane Electric Cooperative	312-490-6430	Electricity Services	Electricity	1,228.46
04/01/2020	15835	Lane Electric Cooperative	230-490-6430	Electricity Services	Electricity	1,423.30
04/01/2020	15835	Lane Electric Cooperative	240-490-6430	Electricity Services	Electricity	2,384.65
04/01/2020	15835	Lane Electric Cooperative	110-450-6430	Electricity Services	Electricity	111.90
Total 15835:						5,603.54
<b>15836</b>						
04/01/2020	15836	Mid-Valley Tractor	110-410-8425	Vehicles & Rolling Stock	Mower and Deck	6,776.50
04/01/2020	15836	Mid-Valley Tractor	230-700-8335	Equipment & Furnishings	Mower and Deck	2,710.60
04/01/2020	15836	Mid-Valley Tractor	240-700-8335	Equipment & Furnishings	Mower and Deck	2,710.60
04/01/2020	15836	Mid-Valley Tractor	312-700-8335	Equipment & Furnishings	Mower and Deck	1,355.30
Total 15836:						13,553.00
<b>15837</b>						
04/01/2020	15837	Oregon Dept of Revenue	110-480-6560	State Assessments	Criminal Fine Account - 928	45.00
Total 15837:						45.00
<b>15838</b>						
04/01/2020	15838	Ronning, Mark A.	230-2520	Utility Deposits	Deposit Refund	4.95
Total 15838:						4.95
<b>15839</b>						
04/01/2020	15839	USA Blue Book	230-490-6750	Chemicals & Lab Supplies	Water Equip.	117.60
04/01/2020	15839	USA Blue Book	240-490-6750	Chemicals & Lab Supplies	Sewer Equip.	348.88
Total 15839:						466.48
<b>15840</b>						
04/01/2020	15840	Verizon Wireless	110-410-6440	Telephone Services	Cell Phone	52.62
04/01/2020	15840	Verizon Wireless	240-490-6440	Telephone Services	Cell Phone, Ipad	62.62
04/01/2020	15840	Verizon Wireless	230-490-6440	Telephone Services	Cell Phone, Ipad	62.62
Total 15840:						177.86
<b>15842</b>						
04/06/2020	15842	Cascade Columbia	230-490-6750	Chemicals & Lab Supplies	Tote of Pass C	1,964.17
04/06/2020	15842	Cascade Columbia	240-490-6750	Chemicals & Lab Supplies	Drums of Hypo and Thiosulfate	857.09
Total 15842:						2,821.26
<b>15843</b>						
04/06/2020	15843	Caselle	312-490-6122	IT Services	Contract Support and Maintenance	102.20
04/06/2020	15843	Caselle	240-490-6122	IT Services	Contract Support and Maintenance	306.60
04/06/2020	15843	Caselle	230-490-6122	IT Services	Contract Support and Maintenance	306.60
04/06/2020	15843	Caselle	110-410-6122	IT Services	Contract Support and Maintenance	306.60

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15843:						1,022.00
<b>15844</b>						
04/06/2020	15844	City of Oakridge	110-430-6118	Police Services	Police Service	2,343.60
Total 15844:						2,343.60
<b>15845</b>						
04/06/2020	15845	DCBS-Fiscal Services	110-440-6524	Building Permit Costs	Surcharge on Building Permits	191.76
04/06/2020	15845	DCBS-Fiscal Services	110-440-6525	Electrical Permit Costs	Surcharge on Electrical Permits	23.28
Total 15845:						168.48
<b>15846</b>						
04/06/2020	15846	Garica, Alfonso R.	230-2520	Utility Deposits	Deposit Refund	.01
Total 15846:						.01
<b>15847</b>						
04/06/2020	15847	Pacific Office Automation In	110-410-6128	Other Contract Services	Postage Machine	37.10
04/06/2020	15847	Pacific Office Automation In	230-490-6128	Other Contract Services	Postage Machine	74.20
04/06/2020	15847	Pacific Office Automation In	240-490-6128	Other Contract Services	Postage Machine	74.20
Total 15847:						185.50
<b>15848</b>						
04/06/2020	15848	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	Lab	226.80
04/06/2020	15848	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Lab	639.90
Total 15848:						866.70
<b>15849</b>						
04/15/2020	15849	Alldridge, Linda or Amanda	230-2520	Utility Deposits	Deposit Refund	8.03
Total 15849:						8.03
<b>15850</b>						
04/15/2020	15850	Bahen, Peter	314-380-4861	Craft/Commercial Booth Sa	Vendor Refund BBJ Event	75.00
Total 15850:						75.00
<b>15851</b>						
04/15/2020	15851	Banner Bank	314-380-4870	Sponsorship Revenue	BBJ Sponsorship Refund	250.00
04/15/2020	15851	Banner Bank	314-380-4870	Sponsorship Revenue	BBJ Sponsorship Refund	250.00
Total 15851:						.00
<b>15852</b>						
04/15/2020	15852	Bridge Town Market	240-490-6710	Gas & Oil	Fuel	186.32
04/15/2020	15852	Bridge Town Market	230-490-6710	Gas & Oil	Fuel	36.32
04/15/2020	15852	Bridge Town Market	110-420-6710	Gas & Oil	Fuel	180.85
Total 15852:						403.49
<b>15853</b>						
04/15/2020	15853	Century Link	240-490-6440	Telephone Services	Telephone Service	84.06

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
04/15/2020	15853	Century Link	230-490-6440	Telephone Services	Telephone Service	195.76
04/15/2020	15853	Century Link	110-410-6440	Telephone Services	Telephone Service	158.73
04/15/2020	15853	Century Link	230-490-6435	Internet Services	Internet Service	70.00
Total 15853:						508.55
<b>15854</b>						
04/15/2020	15854	CenturyLink Business Serv	110-410-6440	Telephone Services	Telephone Service	5.45
Total 15854:						5.45
<b>15855</b>						
04/15/2020	15855	Charter Communications	240-490-6435	Internet Services	Internet	71.97
Total 15855:						71.97
<b>15856</b>						
04/15/2020	15856	Civil West Engineering	110-440-6522	Land Use & Development	Engineering Service	225.00
04/15/2020	15856	Civil West Engineering	230-490-6116	Engineering Services	Engineering Service	1,143.50
04/15/2020	15856	Civil West Engineering	312-490-6116	Engineering Services	Engineering Service	10,092.00
04/15/2020	15856	Civil West Engineering	110-420-8520	Parks Improvements	Engineering Service	539.30
Total 15856:						11,999.80
<b>15857</b>						
04/15/2020	15857	Consolidated Supplys	110-450-6320	Building Repair & Maintena	Irrigation Control Box	56.80
04/15/2020	15857	Consolidated Supplys	230-490-6712	Operations & Supplies	Meter Box and Lids	514.57
Total 15857:						571.37
<b>15858</b>						
04/15/2020	15858	Gerry Burr	314-490-6816	Quilt Raffle	Quilt Raffle Tickets	134.95
Total 15858:						134.95
<b>15859</b>						
04/15/2020	15859	Green, Glenda	314-380-4861	Craft/Commercial Booth Sa	Vendor Refund BBJ Event	50.00
Total 15859:						50.00
<b>15860</b>						
04/15/2020	15860	Gross, Amber	314-380-4861	Craft/Commercial Booth Sa	Vendor Refund BBJ Event	85.00
Total 15860:						85.00
<b>15861</b>						
04/15/2020	15861	Hunter Communications	110-410-6435	Internet Services	Internet Service	92.47
04/15/2020	15861	Hunter Communications	110-450-6435	Internet Services	Internet Service	92.47
Total 15861:						184.94
<b>15862</b>						
04/15/2020	15862	Ivey, Sarah	314-380-4861	Craft/Commercial Booth Sa	Vendor Refund BBJ Event	110.00
Total 15862:						110.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
<b>15863</b>						
04/15/2020	15863	Lane Forest Products	110-460-6128	Other Contract Services	Green waste haul off fee	1,740.00
04/15/2020	15863	Lane Forest Products	110-420-6330	Other Repair & Maintenanc	Lawn Base Soil	1,754.00
Total 15863:						3,494.00
<b>15864</b>						
04/15/2020	15864	Mollers, Jill	314-380-4861	Craft/Commercial Booth Sa	Vendor Refund BBJ Event	60.00
Total 15864:						60.00
<b>15865</b>						
04/15/2020	15865	Neuschwander, Nicole	314-380-4861	Craft/Commercial Booth Sa	Vendor Refund	50.00
Total 15865:						50.00
<b>15866</b>						
04/15/2020	15866	Nichols, Layli	240-490-6114	Financial Services	Consulting Services	312.00
04/15/2020	15866	Nichols, Layli	230-490-6114	Financial Services	Consulting Services	312.00
04/15/2020	15866	Nichols, Layli	312-490-6114	Financial Services	Consulting Services	104.00
04/15/2020	15866	Nichols, Layli	110-410-6114	Financial Services	Consulting Services	312.00
Total 15866:						1,040.00
<b>15867</b>						
04/15/2020	15867	Renewal By Anderson	314-380-4861	Craft/Commercial Booth Sa	Vendor Refund BBJ Event	75.00
Total 15867:						75.00
<b>15868</b>						
04/15/2020	15868	SaniPac	240-490-6445	Refuse Services	Refuse Services	41.50
04/15/2020	15868	SaniPac	230-490-6445	Refuse Services	Refuse Services	41.50
Total 15868:						83.00
<b>15869</b>						
04/15/2020	15869	Snapper Construction	230-490-6330	Other Repair & Maintenanc	Water Leak Repair	2,400.00
Total 15869:						2,400.00
<b>15870</b>						
04/15/2020	15870	Staples Credit Plan	110-410-6230	Office Supplies/Equipment	Office Supplies	38.03
Total 15870:						38.03
<b>15871</b>						
04/15/2020	15871	U.S. Equipment Finance	110-410-6124	Copier Contract	Copier Contract	147.98
Total 15871:						147.98
<b>15872</b>						
04/22/2020	15872	Charter Communications	110-450-6435	Internet Services	Internet	59.99
Total 15872:						59.99
<b>15873</b>						
04/22/2020	15873	Lowell Mini Storage	314-490-6705	Rent	Storage Rental Unit #L029	80.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15873:						80.00
<b>15874</b>						
04/22/2020	15874	Municipal Code Corporatio	110-410-6122	IT Services	Website Hosting	2,700.00
Total 15874:						2,700.00
<b>15875</b>						
04/22/2020	15875	Southside Bank	110-800-7111	Loan Principal - Library/Cit	Loan #256156	9,596.89
04/22/2020	15875	Southside Bank	110-800-7511	Loan Interest - Library/City	Loan #256156	13,052.63
04/22/2020	15875	Southside Bank	110-800-7112	Loan Principal - Rolling Ro	Loan #256156	7,498.39
04/22/2020	15875	Southside Bank	110-800-7512	Loan Interest - Rolling Roc	Loan #256156	10,198.47
Total 15875:						40,346.38
<b>15876</b>						
04/29/2020	15876	Banner Bank	314-490-6122	IT Services	Onebox	15.05
04/29/2020	15876	Banner Bank	110-410-6324	Equipment Repair & Maint	Mower Part	9.26
04/29/2020	15876	Banner Bank	110-420-6324	Equipment Repair & Maint	Mower Parts	46.35
04/29/2020	15876	Banner Bank	110-450-6290	Miscellaneous	Mower Parts	9.26
04/29/2020	15876	Banner Bank	230-490-6324	Equipment Repair & Maint	Mower Parts	13.90
04/29/2020	15876	Banner Bank	240-490-6324	Equipment Repair & Maint	Mower Parts	13.90
04/29/2020	15876	Banner Bank	110-410-6122	IT Services	Zoom	40.00
04/29/2020	15876	Banner Bank	240-490-6240	Travel & Training	Educational Material	157.00
04/29/2020	15876	Banner Bank	230-490-6750	Chemicals & Lab Supplies	Salt	49.70
04/29/2020	15876	Banner Bank	110-420-6324	Equipment Repair & Maint	Trimmer supplies	21.48
04/29/2020	15876	Banner Bank	110-420-6334	Non-Capitalized Assets	New Equipment	462.46
04/29/2020	15876	Banner Bank	110-450-6290	Miscellaneous	Trimmer Supplies	4.30
04/29/2020	15876	Banner Bank	110-450-6334	Non-Capitalized Assets	New Equip.	79.89
04/29/2020	15876	Banner Bank	230-490-6324	Equipment Repair & Maint	Trimmer Supplies	8.59
04/29/2020	15876	Banner Bank	230-490-6334	Non-Capitalized Assets	New Equip.	159.79
04/29/2020	15876	Banner Bank	240-490-6324	Equipment Repair & Maint	Trimmer Supplies	8.59
04/29/2020	15876	Banner Bank	240-490-6334	Non-Capitalized Assets	New Equip.	159.79
Total 15876:						1,259.31
<b>15877</b>						
04/29/2020	15877	Brothers Plumbing Inc	110-450-6320	Building Repair & Maintena	Install Backflow Device and Test	693.00
Total 15877:						693.00
<b>15878</b>						
04/29/2020	15878	C & D Land and Tree LLC	312-490-6330	Other Repair & Maintenanc	Tree Removal	650.00
Total 15878:						650.00
<b>15879</b>						
04/29/2020	15879	Cascade Columbia	240-490-6750	Chemicals & Lab Supplies	Drums of Hypo and Thiosulfate	687.51
Total 15879:						687.51
<b>15880</b>						
04/29/2020	15880	Lane Council of Governme	110-440-6128	Other Contract Services	Legal Services	586.75
Total 15880:						586.75



Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
<b>15881</b>						
04/29/2020	15881	Lane Electric Cooperative	110-450-6430	Electricity Services	Electricity	66.99
04/29/2020	15881	Lane Electric Cooperative	240-490-6430	Electricity Services	Electricity	2,631.29
04/29/2020	15881	Lane Electric Cooperative	230-490-6430	Electricity Services	Electricity	1,457.04
04/29/2020	15881	Lane Electric Cooperative	312-490-6430	Electricity Services	Electricity	1,209.05
04/29/2020	15881	Lane Electric Cooperative	110-410-6430	Electricity Services	Electricity	200.95
04/29/2020	15881	Lane Electric Cooperative	110-470-6326	Covered Bridge Maintenanc	Electricity	63.93
04/29/2020	15881	Lane Electric Cooperative	110-420-6430	Electricity Services	Electricity	54.98
Total 15881:						5,684.23
<b>15882</b>						
04/29/2020	15882	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Lab	639.90
04/29/2020	15882	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	Lab	37.80
Total 15882:						677.70
Grand Totals:						110,904.05

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	107.62	63,563.84-	63,456.22-
110-410-6114	312.00	.00	312.00
110-410-6122	3,227.53	84.34-	3,143.19
110-410-6124	147.98	.00	147.98
110-410-6128	37.10	.00	37.10
110-410-6230	361.78	.00	361.78
110-410-6324	9.26	.00	9.26
110-410-6334	999.00	.00	999.00
110-410-6420	40.55	.00	40.55
110-410-6425	90.40	.00	90.40
110-410-6430	536.66	.00	536.66
110-410-6435	92.47	.00	92.47
110-410-6440	216.80	.00	216.80
110-410-6510	56.95	.00	56.95
110-410-8425	6,776.50	.00	6,776.50
110-420-6234	57.64	.00	57.64
110-420-6324	67.83	.00	67.83
110-420-6330	1,754.00	.00	1,754.00
110-420-6334	462.46	.00	462.46
110-420-6420	189.71	.00	189.71
110-420-6425	120.54	.00	120.54
110-420-6430	109.89	.00	109.89
110-420-6710	337.20	.00	337.20
110-420-8520	539.30	.00	539.30
110-430-6118	2,343.60	.00	2,343.60
110-440-6128	586.75	.00	586.75
110-440-6522	225.00	.00	225.00
110-440-6524	191.76	.00	191.76
110-440-6525	.00	23.28-	23.28-
110-450-6290	13.56	.00	13.56
110-450-6320	749.80	.00	749.80
110-450-6334	79.89	.00	79.89

GL Account	Debit	Credit	Proof
110-450-6420	13.52	.00	13.52
110-450-6425	30.14	.00	30.14
110-450-6430	178.89	.00	178.89
110-450-6435	152.46	.00	152.46
110-460-6128	1,740.00	.00	1,740.00
110-470-6326	128.54	.00	128.54
110-480-6128	195.00	.00	195.00
110-480-6560	45.00	.00	45.00
110-800-7111	9,596.89	.00	9,596.89
110-800-7112	7,498.39	.00	7,498.39
110-800-7511	13,052.63	.00	13,052.63
110-800-7512	10,198.47	.00	10,198.47
230-2125	.00	13,817.10-	13,817.10-
230-2520	12.99	.00	12.99
230-490-6114	312.00	.00	312.00
230-490-6116	1,143.50	.00	1,143.50
230-490-6122	306.60	.00	306.60
230-490-6128	74.20	.00	74.20
230-490-6234	214.99	.00	214.99
230-490-6240	133.00	.00	133.00
230-490-6324	22.49	.00	22.49
230-490-6330	2,400.00	.00	2,400.00
230-490-6334	159.79	.00	159.79
230-490-6420	36.41	.00	36.41
230-490-6425	60.27	.00	60.27
230-490-6430	2,880.34	.00	2,880.34
230-490-6435	70.00	.00	70.00
230-490-6440	258.38	.00	258.38
230-490-6445	41.50	.00	41.50
230-490-6710	69.40	.00	69.40
230-490-6712	514.57	.00	514.57
230-490-6750	2,131.47	.00	2,131.47
230-490-6755	264.60	.00	264.60
230-700-8335	2,710.60	.00	2,710.60
240-2125	.00	18,121.50-	18,121.50-
240-490-6114	312.00	.00	312.00
240-490-6122	306.60	.00	306.60
240-490-6128	74.20	.00	74.20
240-490-6234	220.58	.00	220.58
240-490-6240	1,065.33	.00	1,065.33
240-490-6320	129.74	.00	129.74
240-490-6324	22.49	.00	22.49
240-490-6334	159.79	.00	159.79
240-490-6420	1,114.96	.00	1,114.96
240-490-6425	542.43	.00	542.43
240-490-6430	5,015.94	.00	5,015.94
240-490-6435	71.97	.00	71.97
240-490-6440	146.68	.00	146.68
240-490-6445	41.50	.00	41.50
240-490-6520	2,794.00	.00	2,794.00
240-490-6710	219.41	.00	219.41
240-490-6750	1,893.48	.00	1,893.48
240-490-6755	1,279.80	.00	1,279.80
240-700-8335	2,710.60	.00	2,710.60
312-2125	.00	14,741.01-	14,741.01-
312-490-6114	104.00	.00	104.00
312-490-6116	10,092.00	.00	10,092.00
312-490-6122	102.20	.00	102.20

GL Account	Debit	Credit	Proof
312-490-6330	650.00	.00	650.00
312-490-6430	2,437.51	.00	2,437.51
312-700-8335	1,355.30	.00	1,355.30
314-2125	250.00	1,018.22-	768.22-
314-380-4861	505.00	.00	505.00
314-380-4870	250.00	250.00-	.00
314-490-6122	48.27	.00	48.27
314-490-6705	80.00	.00	80.00
314-490-6816	134.95	.00	134.95
<b>Grand Totals:</b>	<u>111,619.29</u>	<u>111,619.29-</u>	<u>.00</u>

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:** May 16, 2020  
**SUBJECT:** City Administrator Report

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

**SUMMARY:**

The attached City Administrator Report is for the period of April 18 – May 16. The report covers the following topics: Coronavirus Update, Emergency Business Loan and Grant Program, 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



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

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** May 16, 2020  
**SUBJECT:** City Administrator Report

### **Coronavirus Update**

On Friday, May 15 Lane County entered Phase 1 of Governor Brown's reopening plan. There are three phases outlined in the plan. The types of restrictions that are relaxed in Phase 1, and by how much, are determined by the State. Counties are responsible for demonstrating that local systems (private and public) are in place to continue providing a public health response to COVID-19.

At least 21 days must pass before Lane County can request moving to Phase 2. In order to be approved and keep moving through the phases, Lane County must be able to demonstrate and maintain several key things, including:

- Decreasing COVID-19 cases for at least 14 days
- Sufficient personal protective equipment (PPE) for medical personnel and first responders
- Sufficient contact tracing resources
- Sufficient testing capacity to track the disease

Attached is an overview with list of counties entering Phase 1 and details regarding each phase of reopening.

### **Emergency Business Loan and Grant Fund**

On May 14 the City Council approved \$5,000 in match funds for the Lane County Business Oregon Grant Application. If awarded, up to an additional \$5,000 will be available for small businesses in Lowell, for a total of \$10,000. This would be a combination loan and grant program with approximately half of the funds disbursed as a loan and half as a grant. The application period for this program will be short. Staff and Oregon RAIN have already started conducting local outreach and Raj will be available to assist businesses with completing the application.

### **Committee Meetings**

- None

### **Project Updates**

- *Library Renovation* – To date, we have received \$4,650 in individual donations, well on our way toward hitting our goal of \$10,000 in individual donations. As a reminder, the City can accept cash, check, or credit card. Payment is also accepted online by using [Xpress Bill Pay](#).
- *Main Street and Lakeview Avenue* – Bids will be opened at 2:00 P.M. this Thursday, May 21. Staff will bring the recommended bid to a Special City Council meeting on June 2.

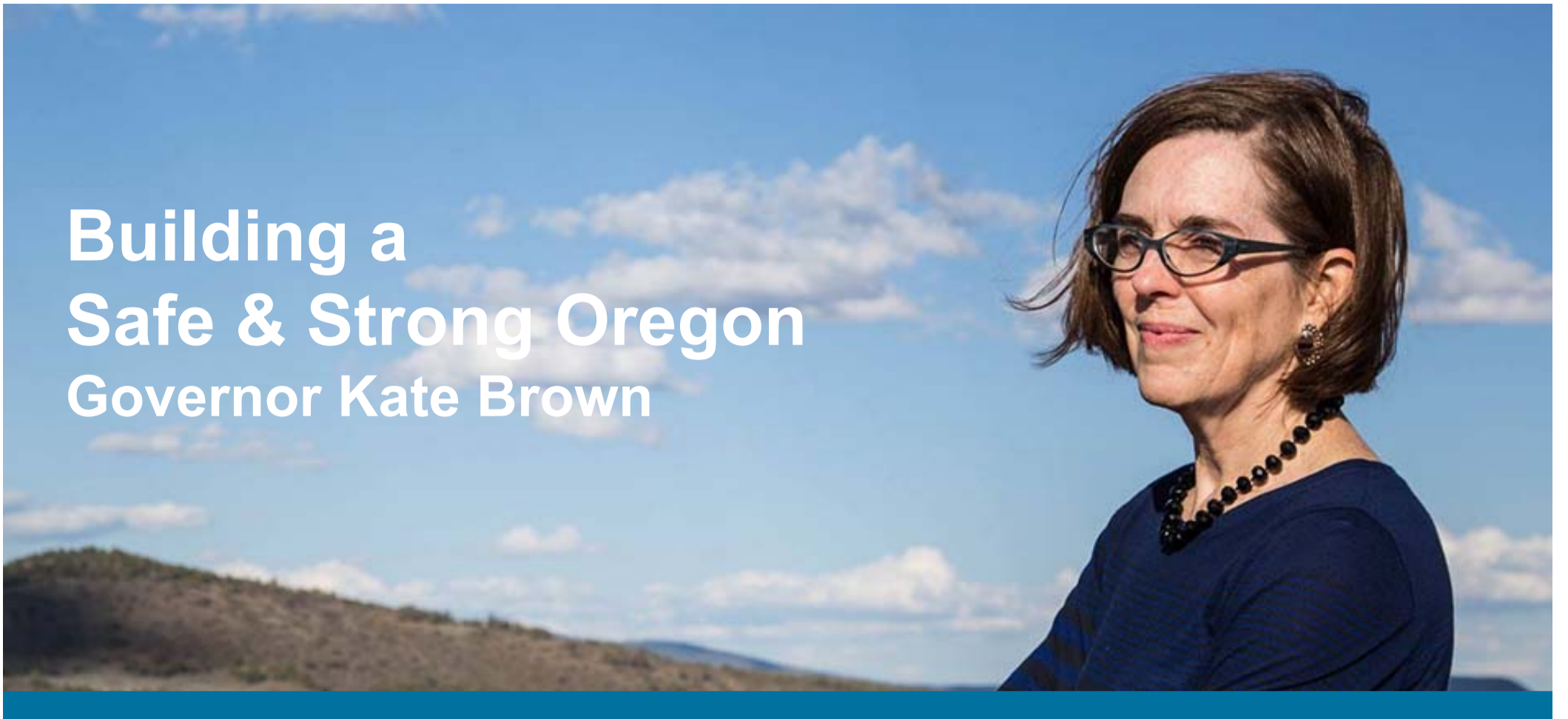
## **League of Oregon Cities Highlights**

*Small Business Navigator* – Business Oregon, alongside the Oregon Employment Department, the Oregon Secretary of State, and the Oregon Department of Consumer and Business Services has developed a website to assist [Oregon small business](#) owners, [employees, and others](#) dealing with the impacts of COVID-19. It includes information on financial assistance, workforce assistance, reopening guidance and other help for businesses. The website for the Small Business Navigator is <https://www.oregon4biz.com/Coronavirus-Information/>.

*Governor Brown Commits to Sharing CARES Act Funding with Local Governments, Details to Come*  
This week, Governor Kate Brown committed to provide a share of the state's Community Reinvestment Fund to cities and counties that did not receive a direct appropriation from the CARES Act. Although there has been no commitment as of yet or detail on how the funds would be made available, LOC staff will continue to work with the Association of Oregon Counties (AOC) and Governor Brown's staff to identify a framework.


The basic elements that the LOC and AOC have been working with involves a per-capita distribution to 240 cities and 34 counties and a likely split of 60/40 between counties and cities. In Washington state, for example, counties received a 65% share while cities had a 35% share of the [\\$300 million](#) Governor Jay Inslee committed. Counties received higher levels because their role in the pandemic response is more significant due to the delivery of public and mental health services. This structure is largely duplicated in Oregon. Cities have a very important role in the pandemic response, so in addition to reimbursement for the direct COVID-19-related expenses such as personal protective equipment (PPE), U.S. Treasury guidance allows for reimbursement of funds made available for small business grants, rent relief programs, increased contributions to Meals on Wheels and food banks, enhanced homeless services, city utility assistance, and even cash assistance to their poorest residents.

Cities and counties remain at the front line of the pandemic response, and we collectively share the burden of the response and play a critical role in reopening Oregon's communities. The LOC appreciates all the outreach that cities have made to the governor's office and their respective state legislative members. This effort will continue to evolve, and we'll keep you updated on the developments and additional need for grassroots support.



# Building a Safe & Strong Oregon

## Governor Kate Brown

Select Language 

Powered by  Google Translate



### Statewide: Baseline Reopening

Guidelines and safety measures for operating retail, take-out restaurant service, childcare, summer camps and summer school, outdoor recreation, etc.

[Read more](#)



### Phase 1

First reopening stage, allowed in specific counties that qualify. Includes limited reopening of restaurants and bars, personal services, gyms, and malls. Gatherings of up to 25 people allowed for recreational, social, cultural, civic or faith events – with physical distancing requirements.

[Read more](#)



### Phase 2



### Phase 3

7.9k Shares



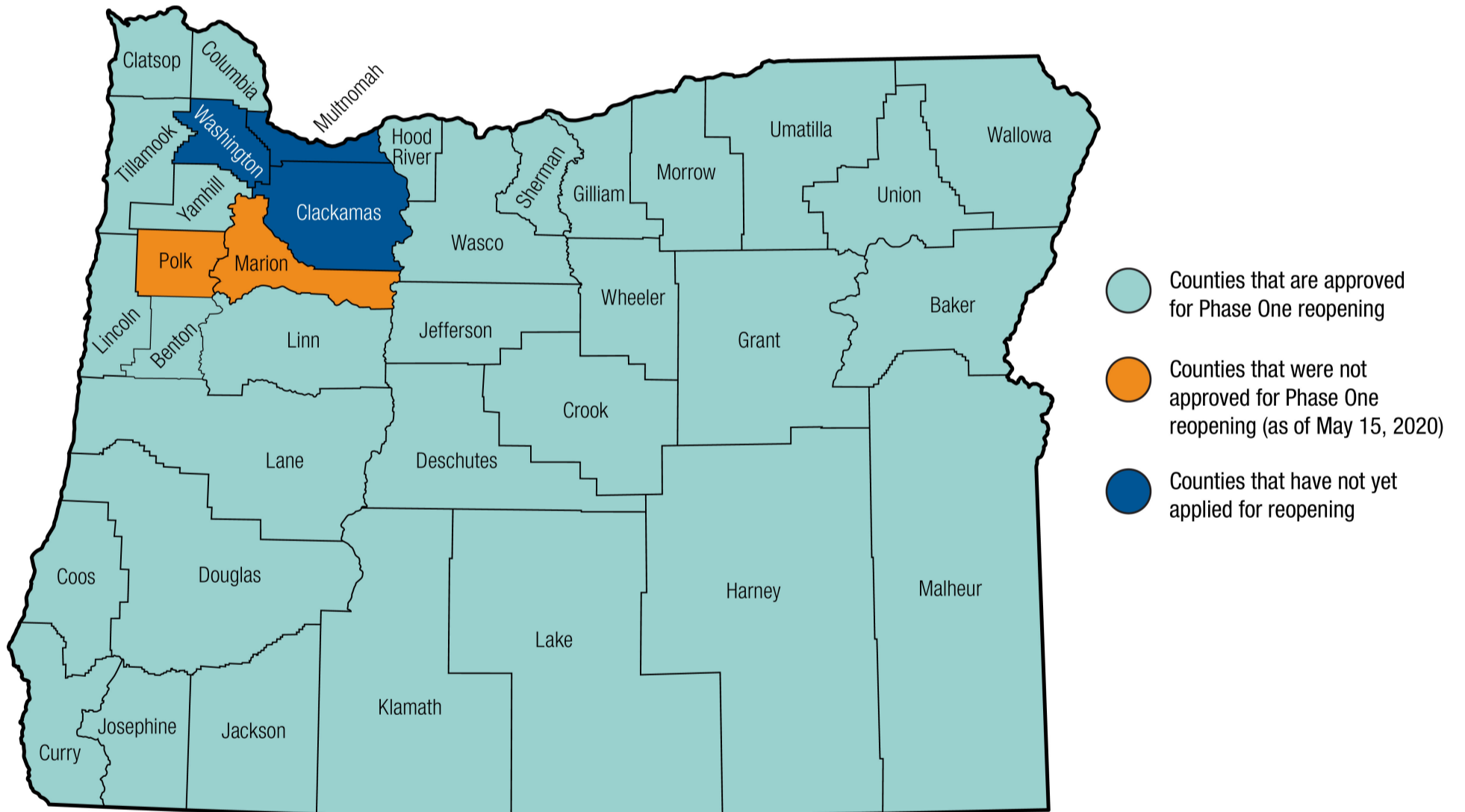
Second phase of reopening guidelines to be determined. No counties are currently in Phase 2.

Mass gatherings such as major concerts or sporting events with live audiences will require a reliable treatment or vaccine to be available.

[Read more](#)

[Read more](#)

### County Status



[Download map as PDF](#)

County & Contact Info	Baseline ⓘ	Phase 1 ⓘ	Phase 2 ⓘ	Phase 3 ⓘ
<b>Baker County</b> 📍		✓		
<b>Benton County</b> 📍		✓		
<b>Clackamas County</b> 📍		✓		

7.9k Shares

Facebook | Twitter | Email | Share



County & Contact Info	Baseline <a href="#">i</a>	Phase 1 <a href="#">i</a>	Phase 2 <a href="#">i</a>	Phase 3 <a href="#">i</a>
<b>Clatsop County</b> <a href="#">🔗</a>		✓		
<b>Columbia County</b> <a href="#">🔗</a>		✓		
<b>Coos County</b> <a href="#">🔗</a>		✓		
<b>Crook County</b> <a href="#">🔗</a>		✓		
<b>Curry County</b> <a href="#">🔗</a>		✓		
<b>Deschutes County</b> <a href="#">🔗</a>		✓		
<b>Douglas County</b> <a href="#">🔗</a>		✓		
<b>Gilliam County</b> <a href="#">🔗</a>		✓		
<b>Grant County</b> <a href="#">🔗</a>		✓		
<b>Harney County</b> <a href="#">🔗</a>		✓		
<b>Hood River County</b> <a href="#">🔗</a>		✓		
<b>Jackson County</b> <a href="#">🔗</a>		✓		
<b>Jefferson County</b> <a href="#">🔗</a>		✓		
<b>Josephine County</b> <a href="#">🔗</a>		✓		
<b>Klamath County</b> <a href="#">🔗</a>		✓		
<b>Lake County</b> <a href="#">🔗</a>		✓		
<b>Lane County</b> <a href="#">🔗</a>		✓		
<b>Lincoln County</b> <a href="#">🔗</a>		✓		
<b>Linn County</b> <a href="#">🔗</a>		✓		
<b>Malheur County</b> <a href="#">🔗</a>		✓		
<b>Marion County</b> <a href="#">🔗</a>	✓	✗ Application Not Approved		
<b>Morrow County</b> <a href="#">🔗</a>		✓		
<b>Multnomah County</b> <a href="#">🔗</a>	✓			
<b>Polk County</b> <a href="#">🔗</a>	✓	✗ Application Not Approved		
<b>Sherman County</b> <a href="#">🔗</a>		✓		
<b>Tillamook County</b> <a href="#">🔗</a>		✓		
<b>Umatilla County</b> <a href="#">🔗</a>		✓		
<b>Union County</b> <a href="#">🔗</a>		✓		



County & Contact Info	Baseline <a href="#">i</a>	Phase 1 <a href="#">i</a>	Phase 2 <a href="#">i</a>	Phase 3 <a href="#">i</a>
<b>Wasco County</b> <a href="#">📞</a>		✓		
<b>Washington County</b> <a href="#">📞</a>	✓			
<b>Wheeler County</b> <a href="#">📞</a>		✓		
<b>Yamhill County</b> <a href="#">📞</a>		✓		

[📄 View Reopening Criteria by county](#)

[📄 View all county applications](#)

**Note:** If your county has submitted a plan and you do not see it listed here, it is currently being processed for review and may need to be revised to meet our current application requirements before it is accepted as complete. The Governor's Office will be contacting county leadership about what additional information we may need for an application to be processed.

Applications listed as **Under Review** are currently being reviewed by the Governor's Office and Oregon Health Authority to determine whether a county meets the criteria.

## Baseline reopening, statewide

Starting May 15th, new guidelines will take effect for all counties not entering Phase 1 Reopening.

### Currently open:

- Grocery stores, pharmacies, banks and credit unions, and gas stations are all open.
- Restaurants are open for take-out service only.
- [Stand alone retail operations](#) are open provided they meet required safety and physical distancing guidelines. Indoor and outdoor malls are closed.
- Local [outdoor recreation activities](#) are open, including many state parks.
- Non-emergency medical care, dentist offices and veterinary care are open and operating, provided they meet required safety guidelines.
- Local cultural, civic and faith gatherings are allowed for up to 25 people provided physical distancing can be in place.
- Local social gatherings over 10 people are prohibited and those under 10 people must use physical distancing.
- Personal care services such as salons and barbers, as well as gyms, are closed.
- [Child care is open](#) under certain restrictions, with priority placements for children of health care workers, first responders, and frontline workers.
- [Public transit is open](#) under certain restrictions, and must be sanitized often and enforce 3 feet of space between passengers.
- Overnight camps are not permitted. [Day camps are open](#) with restrictions, including maximum stable groups of 10 or fewer children.
- For [summer school](#), limited in-person, small group instruction and/or summer programming is allowed, with certain restrictions.

## Phase 1: The first reopening stage, by county

Counties that are approved to enter Phase 1 may reopen the following areas, while following the health and safety guidelines.

### Restaurants and bars must:

- Ensure tables are spaced at least six (6) feet apart so that at least six (6) feet between parties is maintained, including when

7.9k  
Shares



- Require all employees to wear cloth face or disposable coverings (provided by the employer)
- End all on-site consumption of food and drinks by 10pm

[View all guidelines](#)

## Personal care services (salons, barber shops, massage, etc.) must:

- Make appointments with pre-appointment health check
- Maintain a customer log
- Maintain Six feet physical distancing between clients
- Remove all magazines, newspapers, snacks and beverages from waiting areas
- Require face coverings by employees and clients (depending on the services provided)

[View all guidelines](#)

## Gyms/ fitness must:

- Limit maximum number of customers accordingly
- Enforce physical distancing & sanitation

## Local gatherings must:

- Limit local gatherings to 25 with no traveling

### Have questions whether you can open your business?

If you have questions regarding reopening your business, please contact your local county officials

[🔍 Look up your County Officials](#)

## Phase 2: Higher-risk activities

After 21 days in Phase I, counties continuing to meet the prerequisites may be able to enter Phase II. Goal is to further expand gathering size, allow some office work, plus begin to allow visitation to congregate care. Specifics are still being worked out and will be based on data collected in Phase I.

### May include:

- Optional increased work in offices
- In-person local gatherings up to 100 with physical distancing (tentative & subject to change)
- Visitation to nursing homes (limited)

## Phase 3: Highest-risk activities

Large gatherings and events are not possible until a reliable treatment or prevention is available. As a result, these are cancelled or significantly modified through at least September.

### May include:

- Concerts, conventions, festivals, live-audience sports (tentative & subject to change)

7.9k  
Shares



7.9k  
Shares



AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** May 17, 2020  
**SUBJECT:** Quarterly Financial Report

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

**SUMMARY:**

The Quarterly Financial Report for January – March is attached for your review.

**FISCAL IMPACT:**

All operating funds ended the first quarter with a minimum unrestricted fund balance of 17% as established by Resolution 644. Revenues for the operating funds are at 35% of budgeted revenues and expenditures at 31% of budgeted expenditures (including transfers, excluding contingency and reserves).

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. Cash and Investment Activity Report
2. Revenue and Expenditure Report
3. Court Report
4. Leave Report

Cash Balance Report - FY 2020 through March 31  
 As of May 17, 2020

Fund Description	Beginning Balance	Revenues	Expenditures	Surplus/ (Deficit)	Ending Balance	Budgeted Expenditures	Operating Budget	Unrestricted Fund Balance
110 GENERAL FUND	\$293,720	\$319,530	(\$327,958)	(\$8,429)	\$285,291	1,557,223	375,223	76%
230 WATER FUND	\$174,328	\$287,676	(\$257,429)	\$30,248	\$204,575	623,159	448,159	46%
240 SEWER FUND	\$176,148	\$325,042	(\$328,596)	(\$3,554)	\$172,594	512,318	470,318	37%
312 STREET FUND	\$90,839	\$62,351	(\$75,265)	(\$12,914)	\$77,925	515,212	77,170	101%
314 BBJ FESTIVAL FUND	\$16,392	\$15,041	(\$17,846)	(\$2,806)	\$13,587			
410 PARKS SDC FUND	\$45,622	\$6,606	\$0	\$6,606	\$52,228			
412 STREETS SDC FUND	\$36,617	\$9,400	\$0	\$9,400	\$46,016			
430 WATER SDC FUND	\$265,465	\$37,316	\$0	\$37,316	\$302,782			
440 SEWER SDC FUND	\$128,017	\$9,111	\$0	\$9,111	\$137,127			
445 STORMWATER SDC FUND	\$33,379	\$10,135	\$0	\$10,135	\$43,513			
520 WATER RESERVE FUND	\$19,692	\$3,949	\$0	\$3,949	\$23,641			
521 SEWER RESERVE FUND	\$8,246	\$1,580	\$0	\$1,580	\$9,825			
550 EQUIPMENT FUND	\$174	\$22,006	\$0	\$22,006	\$22,179			
555 DEBT RESERVE FUND	\$12,839	\$19	(\$12,724)	(\$12,705)	\$134			
	<b>\$1,301,476</b>	<b>\$1,109,761</b>	<b>(\$1,019,818)</b>	<b>\$89,943</b>	<b>\$1,391,419</b>			

CITY OF LOWELL  
 COMBINED CASH INVESTMENT  
 MARCH 31, 2020

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	417,511.39
999-1112	CASH IN BANK - XPRESS DEP	.00
999-1115	CASH IN BANK - LGIP	943,629.23
999-1175	UTILITY CASH CLEARING	.00
		1,361,140.62
999-1110	CASH ALLOCATED TO FUNDS	( 1,361,140.62)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	293,419.88
230	ALLOCATION TO WATER FUND	189,610.26
240	ALLOCATION TO SEWER FUND	148,344.44
312	ALLOCATION TO STREET FUND	78,732.49
314	ALLOCATION TO BLACKBERRY JAM FUND	13,586.80
410	ALLOCATION TO PARKS SDC FUND	52,228.23
412	ALLOCATION TO STREETS SDC FUND	46,016.23
430	ALLOCATION TO WATER SDC FUND	302,781.82
440	ALLOCATION TO SEWER SDC FUND	137,127.46
445	ALLOCATION TO STORMWATER SDC FUND	43,513.15
520	ALLOCATION TO WATER RESERVE FUND	23,641.11
521	ALLOCATION TO SEWER RESERVE FUND	9,825.43
550	ALLOCATION TO EQUIPMENT FUND	22,179.46
555	ALLOCATION TO DEBT RESERVE FUND	133.86
		1,361,140.62
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,361,140.62
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	( 1,361,140.62)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	72,487.41	
110-1115	CASH IN BANK - LGIP	220,932.47	
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		3,237,755.75

LIABILITIES AND EQUITY

LIABILITIES

110-2125	ACCOUNTS PAYABLE	.00	
110-2205	WAGES PAYABLE	2,127.14	
110-2210	PAYROLL TAXES PAYABLE	907.09	
110-2245	HEALTH INSURANCE PAYABLE	867.28	
110-2250	RETIREMENT PAYABLE	693.43	
110-2510	BAIL HELD	.00	
110-2515	CET TAX COLLECTED	.00	
110-2525	OTHER DEPOSITS	.00	
110-2750	LONG TERM DEBT	530,000.00	
110-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		534,594.94

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	( 8,428.51)	
	BALANCE - CURRENT DATE	( 8,428.51)	
	TOTAL FUND EQUITY		2,703,160.81
	TOTAL LIABILITIES AND EQUITY		3,237,755.75



CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
110-310-4112	2,919.85	144,077.31	142,768.00	( 1,309.31)	100.9
110-310-4114	( 39.00)	2,047.40	5,293.00	3,245.60	38.7
TOTAL TAXES	2,880.85	146,124.71	148,061.00	1,936.29	98.7
<u>INVESTMENT EARNINGS</u>					
110-315-4125	476.45	4,247.92	6,130.00	1,882.08	69.3
TOTAL INVESTMENT EARNINGS	476.45	4,247.92	6,130.00	1,882.08	69.3
<u>INTERGOVERNMENTAL</u>					
110-320-4132	.00	7,948.80	10,421.00	2,472.20	76.3
110-320-4134	70.04	938.07	1,000.00	61.93	93.8
110-320-4136	1,300.73	14,434.89	20,564.00	6,129.11	70.2
110-320-4145	.00	5.47	300.00	294.53	1.8
110-320-4148	1,562.96	4,756.87	5,200.00	443.13	91.5
TOTAL INTERGOVERNMENTAL	2,933.73	28,084.10	37,485.00	9,400.90	74.9
<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	4,324.33	4,388.00	63.67	98.6
110-330-4312	.00	47,619.48	47,298.00	( 321.48)	100.7
110-330-4314	.00	.00	4,000.00	4,000.00	.0
110-330-4316	.00	9,455.35	1,706.00	( 7,749.35)	554.2
110-330-4318	.00	.00	.00	.00	.0
110-330-4320	.00	.00	.00	.00	.0
TOTAL FRANCHISE FEES	.00	61,399.16	57,392.00	( 4,007.16)	107.0

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSES &amp; PERMITS</u>					
110-335-4352	.00	6,502.00	13,500.00	6,998.00	48.2
110-335-4354	.00	480.00	250.00	( 230.00)	192.0
110-335-4356	1,866.53	17,951.96	40,634.00	22,682.04	44.2
110-335-4358	1,434.72	4,839.52	6,095.00	1,255.48	79.4
110-335-4360	.00	738.00	700.00	( 38.00)	105.4
	<u>3,301.25</u>	<u>30,511.48</u>	<u>61,179.00</u>	<u>30,667.52</u>	<u>49.9</u>
<u>CHARGES FOR SERVICE</u>					
110-340-4410	42.45	978.00	100.00	( 878.00)	978.0
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	90.00	480.00	350.00	( 130.00)	137.1
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	.00	144.25	100.00	( 44.25)	144.3
	<u>132.45</u>	<u>4,152.07</u>	<u>4,550.00</u>	<u>397.93</u>	<u>91.3</u>
<u>SDC REVENUE</u>					
110-345-4511	.00	282.00	387.00	105.00	72.9
	<u>.00</u>	<u>282.00</u>	<u>387.00</u>	<u>105.00</u>	<u>72.9</u>
<u>FINES &amp; FORFEITURES</u>					
110-350-4625	700.00	2,244.00	2,942.00	698.00	76.3
	<u>700.00</u>	<u>2,244.00</u>	<u>2,942.00</u>	<u>698.00</u>	<u>76.3</u>
<u>LOAN PAYMENTS &amp; PROCEEDS</u>					
110-360-4225	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
<u>REIMBURSEMENT REVENUE</u>					
110-365-4752	.00	.00	5,000.00	5,000.00	.0
110-365-4790	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>.0</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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
<u>FUNDRAISING &amp; 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
	TOTAL MISCELLANEOUS REVENUE	.00	2,262.16	2,500.00	237.84
<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
110-390-4950	TRANSFER FROM EQUIPMENT FUND	.00	.00	.00	.00
	TOTAL TRANSFERS IN	.00	.00	.00	.00
	TOTAL FUND REVENUE	10,424.73	319,529.85	1,388,458.00	1,068,928.15

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONAL SERVICES</u>					
110-410-5110	1,500.00	13,513.28	17,305.00	3,791.72	78.1
110-410-5112	.00	.00	.00	.00	.0
110-410-5114	440.48	4,174.07	5,153.00	978.93	81.0
110-410-5150	.00	.00	.00	.00	.0
110-410-5152	.00	.00	.00	.00	.0
110-410-5154	.00	.00	.00	.00	.0
110-410-5156	.00	.00	.00	.00	.0
110-410-5158	126.45	1,267.66	1,824.00	556.34	69.5
110-410-5220	3.81	32.39	193.00	160.61	16.8
110-410-5315	158.43	1,452.60	2,195.00	742.40	66.2
110-410-5320	23.60	186.87	179.00	( 7.87)	104.4
110-410-5350	.00	.00	1,733.00	1,733.00	.0
110-410-5410	265.92	3,241.59	3,582.00	340.41	90.5
110-410-5450	357.00	3,273.44	4,220.00	946.56	77.6
110-410-5910	.00	.00	.00	.00	.0
TOTAL PERSONAL SERVICES	2,875.69	27,141.90	36,384.00	9,242.10	74.6

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
110-410-6110	AUDITING	1,260.00	5,235.00	4,419.00 ( 816.00)	118.5
110-410-6112	LEGAL SERVICES	.00	1,656.12	5,000.00	3,343.88 33.1
110-410-6114	FINANCIAL SERVICES	312.00	3,460.75	3,749.00	288.25 92.3
110-410-6122	IT SERVICES	306.60	7,038.90	5,753.00 ( 1,285.90)	122.4
110-410-6124	COPIER CONTRACT	316.13	1,569.27	2,000.00	430.73 78.5
110-410-6128	OTHER CONTRACT SERVICES	1,615.00	38,877.00	2,371.00 ( 36,506.00)	1639.7
110-410-6132	LCOG	.00	.00	.00	.00 .0
110-410-6190	COMPUTER SERV/WARR/CONTRACTS	.00	.00	.00	.00 .0
110-410-6210	INSURANCE & BONDS	.00	5,968.33	6,115.00	146.67 97.6
110-410-6220	PUBLICATIONS, PRINTING & DUES	.86	1,306.80	6,900.00	5,593.20 18.9
110-410-6222	NEWSLETTER EXPENDITURE	.00	.00	1,200.00	1,200.00 .0
110-410-6226	POSTAGE	.00	281.15	750.00	468.85 37.5
110-410-6228	PUBLIC NOTICES	.00	.00	1,000.00	1,000.00 .0
110-410-6230	OFFICE SUPPLIES/EQUIPMENT	57.78	1,258.74	1,000.00 ( 258.74)	125.9
110-410-6234	GENERAL SUPPLIES	120.98	239.04	1,000.00	760.96 23.9
110-410-6238	BANK SERVICE CHARGES	86.68	674.90	1,000.00	325.10 67.5
110-410-6240	TRAVEL & TRAINING	.00	1,973.11	1,500.00 ( 473.11)	131.5
110-410-6290	MISCELLANEOUS	.00	329.70	500.00	170.30 65.9
110-410-6320	BUILDING REPAIR & MAINTENANCE	.00	.00	1,000.00	1,000.00 .0
110-410-6324	EQUIPMENT REPAIR & MAINTENANCE	.00	20.00	100.00	80.00 20.0
110-410-6334	NON-CAPITALIZED ASSETS	.00	1,264.92	2,000.00	735.08 63.3
110-410-6420	WATER SERVICES	40.93	1,425.93	200.00 ( 1,225.93)	713.0
110-410-6425	SEWER SERVICES	90.40	810.96	150.00 ( 660.96)	540.6
110-410-6430	ELECTRICITY SERVICES	362.05	2,235.54	550.00 ( 1,685.54)	406.5
110-410-6435	INTERNET SERVICES	92.47	810.73	315.00 ( 495.73)	257.4
110-410-6440	TELEPHONE SERVICES	209.09	1,850.79	342.00 ( 1,508.79)	541.2
110-410-6445	REFUSE SERVICES	8.99	82.90	90.00	7.10 92.1
110-410-6510	COUNCIL EXPENDITURE	( 23.02)	( 23.02)	2,000.00	2,023.02 ( 1.2)
110-410-6512	STATE ETHICS COMMISSION	.00	548.87	600.00	51.13 91.5
110-410-6514	LEAGUE OF OREGON CITIES(LOC)	.00	.00	.00	.00 .0
110-410-6792	REIMBURSABLE EXPENDITURE	.00	.00	5,000.00	5,000.00 .0
	TOTAL MATERIALS & SERVICES	4,856.94	78,896.43	56,604.00 ( 22,292.43)	139.4
<u>CAPITAL OUTLAY</u>					
110-410-8225	BUILDINGS & FACILITIES	.00	.00	90,000.00	90,000.00 .0
110-410-8320	SOFTWARE	.00	5,925.15	.00 ( 5,925.15)	.0
110-410-8335	EQUIPMENT & FURNISHINGS	.00	.00	.00	.00 .0
110-410-8425	VEHICLES & ROLLING STOCK	.00	.00	.00	.00 .0
	TOTAL CAPITAL OUTLAY	.00	5,925.15	90,000.00	84,074.85 6.6
	TOTAL ADMINISTRATION	7,732.63	111,963.48	182,988.00	71,024.52 61.2
<u>PARKS &amp; RECREATION</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-420-5110 CITY ADMINISTRATOR	375.00	3,378.28	4,328.00	949.72	78.1
110-420-5150 PUBLIC WORKS DIRECTOR	287.08	2,725.39	3,374.00	648.61	80.8
110-420-5152 UTILITY WORKER I	619.24	5,779.52	3,276.00	( 2,503.52)	176.4
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	632.23	6,337.57	9,118.00	2,780.43	69.5
110-420-5220 OVERTIME	16.54	247.57	1,351.00	1,103.43	18.3
110-420-5315 SOCIAL SECURITY/MEDICARE	147.68	1,412.87	2,217.00	804.13	63.7
110-420-5320 WORKER'S COMP	92.61	733.07	1,709.00	975.93	42.9
110-420-5350 UNEMPLOYMENT	.00	.00	1,861.00	1,861.00	.0
110-420-5410 HEALTH INSURANCE	299.96	3,552.62	4,316.00	763.38	82.3
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	332.77	3,016.50	4,262.00	1,245.50	70.8
110-420-5910 WAGE ADJUSTMENT	.00	.00	.00	.00	.0
<b>TOTAL PERSONAL SERVICES</b>	<b>2,803.11</b>	<b>27,183.39</b>	<b>39,088.00</b>	<b>11,904.61</b>	<b>69.5</b>
<u>MATERIALS &amp; SERVICES</u>					
110-420-6128 OTHER CONTRACT SERVICES	11,438.00	14,268.00	1,000.00	( 13,268.00)	1426.8
110-420-6234 GENERAL SUPPLIES	.00	4,469.79	2,000.00	( 2,469.79)	223.5
110-420-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
110-420-6320 BUILDING REPAIR & MAINTENANCE	.00	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	.00	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	57.42	2,094.09	5,150.00	3,055.91	40.7
110-420-6425 SEWER SERVICES	120.54	1,081.34	1,439.00	357.66	75.2
110-420-6430 ELECTRICITY SERVICES	55.32	453.21	614.00	160.79	73.8
110-420-6445 REFUSE SERVICES	24.06	214.44	288.00	73.56	74.5
110-420-6710 GAS & OIL	.00	1,263.81	812.00	( 451.81)	155.6
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>11,695.34</b>	<b>30,163.95</b>	<b>22,803.00</b>	<b>( 7,360.95)</b>	<b>132.3</b>
<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	15,039.45	22,227.10	790,000.00	767,772.90	2.8
<b>TOTAL CAPITAL OUTLAY</b>	<b>15,039.45</b>	<b>22,227.10</b>	<b>790,000.00</b>	<b>767,772.90</b>	<b>2.8</b>
<b>TOTAL PARKS &amp; RECREATION</b>	<b>29,537.90</b>	<b>79,574.44</b>	<b>851,891.00</b>	<b>772,316.56</b>	<b>9.3</b>
<u>POLICE</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
110-430-6118 POLICE SERVICES	2,343.60	21,092.40	30,561.00	9,468.60	69.0
110-430-6334 NON-CAPITALIZED ASSETS	.00	.00	5,000.00	5,000.00	.0
TOTAL MATERIALS & SERVICES	2,343.60	21,092.40	35,561.00	14,468.60	59.3
TOTAL POLICE	2,343.60	21,092.40	35,561.00	14,468.60	59.3
 <u>COMMUNITY DEVELOPMENT</u>					
<u>PERSONAL SERVICES</u>					
110-440-5110 CITY ADMINISTRATOR	375.00	3,378.28	4,325.00	946.72	78.1
110-440-5112 FINANCE CLERK	.00	.00	.00	.00	.0
110-440-5114 CITY CLERK	220.24	2,087.04	2,577.00	489.96	81.0
110-440-5220 OVERTIME	1.91	16.20	97.00	80.80	16.7
110-440-5315 SOCIAL SECURITY/MEDICARE	45.71	419.46	628.00	208.54	66.8
110-440-5320 WORKER'S COMP	7.82	61.91	14.00	( 47.91)	442.2
110-440-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-440-5410 HEALTH INSURANCE	100.53	1,226.35	1,314.00	87.65	93.3
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	102.95	944.93	1,207.00	262.07	78.3
TOTAL PERSONAL SERVICES	854.16	8,134.17	10,670.00	2,535.83	76.2
 <u>MATERIALS &amp; SERVICES</u>					
110-440-6116 ENGINEERING SERVICES	1,500.00	7,798.26	7,500.00	( 298.26)	104.0
110-440-6128 OTHER CONTRACT SERVICES	.00	18,092.22	20,500.00	2,407.78	88.3
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	18,230.36	20,625.00	2,394.64	88.4
110-440-6524 BUILDING PERMIT COSTS	308.51	25,533.88	28,282.00	2,748.12	90.3
110-440-6525 ELECTRICAL PERMIT COSTS	.00	4,180.05	4,650.00	469.95	89.9
TOTAL MATERIALS & SERVICES	1,808.51	73,834.77	82,657.00	8,822.23	89.3
TOTAL COMMUNITY DEVELOPMENT	2,662.67	81,968.94	93,327.00	11,358.06	87.8
 <u>LIBRARY</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	126.45	1,267.66	.00	( 1,267.66)	.0
110-450-5315 SOCIAL SECURITY/MEDICARE	9.68	97.01	1,049.00	951.99	9.3
110-450-5320 WORKER'S COMP	11.54	91.26	50.00	( 41.26)	182.5
110-450-5350 UNEMPLOYMENT	.00	.00	741.00	741.00	.0
110-450-5450 PUBLIC EMPLOYEES RETIREMENT	21.80	218.51	2,017.00	1,798.49	10.8
<b>TOTAL PERSONAL SERVICES</b>	<b>169.47</b>	<b>1,674.44</b>	<b>15,557.00</b>	<b>13,882.56</b>	<b>10.8</b>
<u>MATERIALS &amp; SERVICES</u>					
110-450-6122 IT SERVICES	177.00	472.20	7,440.00	6,967.80	6.4
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	.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	13.64	475.34	1,200.00	724.66	39.6
110-450-6425 SEWER SERVICES	30.14	270.38	732.00	461.62	36.9
110-450-6430 ELECTRICITY SERVICES	120.69	745.19	3,600.00	2,854.81	20.7
110-450-6435 INTERNET SERVICES	152.46	1,089.70	2,100.00	1,010.30	51.9
110-450-6440 TELEPHONE SERVICES	.00	.00	300.00	300.00	.0
110-450-6445 REFUSE SERVICES	8.99	82.90	600.00	517.10	13.8
110-450-6530 SUMMER READING PROGRAM	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>502.92</b>	<b>4,736.15</b>	<b>22,372.00</b>	<b>17,635.85</b>	<b>21.2</b>
<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
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>.00</b>	<b>302,000.00</b>	<b>302,000.00</b>	<b>.0</b>
<b>TOTAL LIBRARY</b>	<b>672.39</b>	<b>6,410.59</b>	<b>339,929.00</b>	<b>333,518.41</b>	<b>1.9</b>
<u>CODE ENFORCEMENT</u>					



CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-460-5110	CITY ADMINISTRATOR	375.00	3,378.28	4,326.00	947.72 78.1
110-460-5150	PUBLIC WORKS DIRECTOR	287.08	2,725.39	3,374.00	648.61 80.8
110-460-5220	OVERTIME	.00	90.09	.00 ( 90.09)	.0
110-460-5315	SOCIAL SECURITY/MEDICARE	50.66	473.82	691.00	217.18 68.6
110-460-5320	WORKER'S COMP	7.82	62.03	307.00	244.97 20.2
110-460-5350	UNEMPLOYMENT	.00	.00	573.00	573.00 .0
110-460-5410	HEALTH INSURANCE	100.03	1,184.38	1,439.00	254.62 82.3
110-460-5450	PUBLIC EMPLOYEES RETIREMENT	114.16	1,067.84	1,328.00	260.16 80.4
	TOTAL PERSONAL SERVICES	934.75	8,981.83	12,038.00	3,056.17 74.6
<u>MATERIALS &amp; 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	934.75	9,463.21	14,738.00	5,274.79 64.2
<u>TOURISM</u>					
<u>MATERIALS &amp; 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	67.26	1,395.09	5,000.00	3,604.91 27.9
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	67.26	2,587.24	11,350.00	8,762.76 22.8
	TOTAL TOURISM	67.26	2,587.24	11,350.00	8,762.76 22.8

MUNICIPAL COURT

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-480-5110 CITY ADMINISTRATOR	375.00	3,378.28	4,325.00	946.72	78.1
110-480-5112 FINANCE CLERK	.00	.00	.00	.00	.0
110-480-5114 CITY CLERK	220.24	2,087.04	2,577.00	489.96	81.0
110-480-5220 OVERTIME	1.91	16.20	97.00	80.80	16.7
110-480-5315 SOCIAL SECURITY/MEDICARE	45.71	419.46	628.00	208.54	66.8
110-480-5320 WORKER'S COMP	7.82	61.91	14.00	( 47.91)	442.2
110-480-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-480-5410 HEALTH INSURANCE	100.53	1,226.35	1,314.00	87.65	93.3
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	102.95	944.93	1,207.00	262.07	78.3
<b>TOTAL PERSONAL SERVICES</b>	<b>854.16</b>	<b>8,134.17</b>	<b>10,670.00</b>	<b>2,535.83</b>	<b>76.2</b>
<u>MATERIALS &amp; 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	.00	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	135.00	500.00	365.00	27.0
110-480-6565 COURT COLLECTION FEESCOURT COL	.00	.00	.00	.00	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>.00</b>	<b>763.89</b>	<b>3,500.00</b>	<b>2,736.11</b>	<b>21.8</b>
<b>TOTAL MUNICIPAL COURT</b>	<b>854.16</b>	<b>8,898.06</b>	<b>14,170.00</b>	<b>5,271.94</b>	<b>62.8</b>
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
110-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	13,668.00	13,668.00	.0
110-800-7112 LOAN PRINCIPAL - ROLLING ROCK	.00	.00	.00	.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
110-800-7512 LOAN INTEREST - ROLLING ROCK	.00	.00	.00	.00	.0
110-800-7520 LOAN INTEREST - SDC FUND LOAN	.00	.00	.00	.00	.0
<b>TOTAL DEBT SERVICES</b>	<b>.00</b>	<b>.00</b>	<b>32,269.00</b>	<b>32,269.00</b>	<b>.0</b>
<b>TOTAL DEBT SERVICE</b>	<b>.00</b>	<b>.00</b>	<b>32,269.00</b>	<b>32,269.00</b>	<b>.0</b>

OTHER REQUIREMENTS

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<hr/>					
OTHER REQUIREMENTS					
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	30,502.00	30,502.00	.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
<hr/>					
TOTAL OTHER REQUIREMENTS	.00	6,000.00	44,002.00	38,002.00	13.6
<hr/>					
TOTAL OTHER REQUIREMENTS	.00	6,000.00	44,002.00	38,002.00	13.6
<hr/>					
TOTAL FUND EXPENDITURES	44,805.36	327,958.36	1,620,225.00	1,292,266.64	20.2
<hr/>					
NET REVENUE OVER EXPENDITURES	( 34,380.63)	( 8,428.51)	( 231,767.00)	( 223,338.49)	( 3.6)
<hr/>					

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

WATER FUND

ASSETS

230-1110	ALLOCATED CASH	100,954.43	
230-1115	CASH IN BANK - LGIP	88,655.83	
230-1250	DUE FROM OTHER FUNDS	.00	
230-1510	ACCOUNTS RECEIVABLE	24,077.17	
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		2,531,734.33

LIABILITIES AND EQUITY

LIABILITIES

230-2125	ACCOUNTS PAYABLE	.00	
230-2205	WAGES PAYABLE	3,279.27	
230-2210	PAYROLL TAXES PAYABLE	1,359.25	
230-2245	HEALTH INSURANCE PAYABLE	2,148.44	
230-2250	RETIREMENT PAYABLE	1,060.27	
230-2520	UTILITY DEPOSITS	35,264.95	
230-2750	LONG TERM DEBT	940,161.58	
230-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		983,273.76

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	30,247.72	
	BALANCE - CURRENT DATE	30,247.72	
	TOTAL FUND EQUITY		1,548,460.57
	TOTAL LIABILITIES AND EQUITY		2,531,734.33

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
230-315-4125 INTEREST EARNED	160.42	1,637.49	2,902.00	1,264.51	56.4
TOTAL INVESTMENT EARNINGS	160.42	1,637.49	2,902.00	1,264.51	56.4
<u>GRANT REVENUES</u>					
230-325-4162 CDBG GRANT	.00	.00	.00	.00	.0
TOTAL GRANT REVENUES	.00	.00	.00	.00	.0
<u>LICENSES &amp; PERMITS</u>					
230-335-4370 WATER/SEWER CONNECTION PERMIT	.00	500.00	2,000.00	1,500.00	25.0
TOTAL LICENSES & PERMITS	.00	500.00	2,000.00	1,500.00	25.0
<u>CHARGES FOR SERVICE</u>					
230-340-4425 WATER/SEWER SALES	21,649.85	272,691.73	333,048.00	60,356.27	81.9
230-340-4426 BULK WATER SALES	.00	.00	500.00	500.00	.0
230-340-4430 WATER/SEWER CONNECTION FEES	.00	.00	2,000.00	2,000.00	.0
230-340-4435 FIRE HYDRANT FEE	312.60	3,267.94	4,337.00	1,069.06	75.4
230-340-4450 WATER/SEWER PENALTIES	90.00	2,241.56	.00	( 2,241.56)	.0
TOTAL CHARGES FOR SERVICE	22,052.45	278,201.23	339,885.00	61,683.77	81.9
<u>SDC REVENUE</u>					
230-345-4531 WATER REIMBURSEMENT SDC	.00	6,332.50	8,568.00	2,235.50	73.9
TOTAL SDC REVENUE	.00	6,332.50	8,568.00	2,235.50	73.9
<u>LOAN PAYMENTS &amp; PROCEEDS</u>					
230-360-4210 PRINCIPAL PAYMENTS RECIEVED	.00	.00	.00	.00	.0
230-360-4220 INTERIM FINANCING REVENUE	.00	.00	.00	.00	.0
230-360-4225 LOAN PROCEEDS	.00	.00	175,000.00	175,000.00	.0
TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	175,000.00	175,000.00	.0

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REIMBURSEMENT REVENUE</u>					
230-365-4752	.00	.00	.00	.00	.0
230-365-4790	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
<u>OTHER REVENUE</u>					
230-370-4849	800.00	800.00	.00	( 800.00)	.0
	<u>800.00</u>	<u>800.00</u>	<u>.00</u>	<u>( 800.00)</u>	<u>.0</u>
<u>MISCELLANEOUS REVENUE</u>					
230-385-4895	25.34	205.25	5,000.00	4,794.75	4.1
	<u>25.34</u>	<u>205.25</u>	<u>5,000.00</u>	<u>4,794.75</u>	<u>4.1</u>
<u>TRANSFERS IN</u>					
230-390-4910	.00	.00	.00	.00	.0
230-390-4917	.00	.00	.00	.00	.0
230-390-4940	.00	.00	.00	.00	.0
230-390-4950	.00	.00	.00	.00	.0
230-390-4955	.00	.00	.00	.00	.0
	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	<u>23,038.21</u>	<u>287,676.47</u>	<u>533,355.00</u>	<u>245,678.53</u>	<u>53.9</u>

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
230-490-5110	CITY ADMINISTRATOR	2,062.50	18,580.78	23,796.00	5,215.22 78.1
230-490-5112	FINANCE CLERK	.00	.00	.00	.00 .0
230-490-5114	CITY CLERK	1,761.92	16,696.29	20,613.00	3,916.71 81.0
230-490-5150	PUBLIC WORKS DIRECTOR	2,440.18	23,165.80	28,680.00	5,514.20 80.8
230-490-5152	UTILITY WORKER I	2,631.78	24,562.99	13,923.00	( 10,639.99) 176.4
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	189.67	1,901.32	2,735.00	833.68 69.5
230-490-5220	OVERTIME	85.54	1,564.50	6,516.00	4,951.50 24.0
230-490-5315	SOCIAL SECURITY/MEDICARE	701.63	6,615.08	9,882.00	3,266.92 66.9
230-490-5320	WORKER'S COMP	450.11	3,561.05	5,934.00	2,372.95 60.0
230-490-5350	UNEMPLOYMENT	.00	.00	8,736.00	8,736.00 .0
230-490-5410	HEALTH INSURANCE	2,147.11	25,604.04	29,720.00	4,115.96 86.2
230-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,581.26	14,195.69	18,996.00	4,800.31 74.7
	TOTAL PERSONAL SERVICES	14,051.70	136,447.54	183,454.00	47,006.46 74.4

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
230-490-6110	.00	3,975.00	4,419.00	444.00	90.0
230-490-6112	.00	.00	500.00	500.00	.0
230-490-6114	1,572.00	4,720.75	3,749.00	( 971.75)	125.9
230-490-6116	.00	1,705.00	80,000.00	78,295.00	2.1
230-490-6122	306.60	2,894.10	5,381.00	2,486.90	53.8
230-490-6128	70.00	630.00	2,000.00	1,370.00	31.5
230-490-6130	.00	.00	.00	.00	.0
230-490-6190	.00	.00	.00	.00	.0
230-490-6210	.00	5,968.33	6,115.00	146.67	97.6
230-490-6220	.00	304.84	1,000.00	695.16	30.5
230-490-6226	.00	1,100.00	1,707.00	607.00	64.4
230-490-6230	22.09	475.25	1,281.00	805.75	37.1
230-490-6234	2,222.43	6,120.26	2,699.00	( 3,421.26)	226.8
230-490-6238	218.56	2,502.62	2,825.00	322.38	88.6
230-490-6240	.00	486.00	1,500.00	1,014.00	32.4
230-490-6290	.00	129.98	1,500.00	1,370.02	8.7
230-490-6320	.00	1,260.92	2,500.00	1,239.08	50.4
230-490-6324	.00	1,773.85	1,000.00	( 773.85)	177.4
230-490-6330	.00	7,285.95	15,329.00	8,043.05	47.5
230-490-6334	.00	4,147.84	1,500.00	( 2,647.84)	276.5
230-490-6420	37.61	438.15	1,697.00	1,258.85	25.8
230-490-6425	60.27	540.67	723.00	182.33	74.8
230-490-6430	1,584.13	12,589.17	19,254.00	6,664.83	65.4
230-490-6435	70.00	630.00	865.00	235.00	72.8
230-490-6440	256.43	2,297.95	3,886.00	1,588.05	59.1
230-490-6445	20.48	185.80	233.00	47.20	79.7
230-490-6520	.00	.00	.00	.00	.0
230-490-6710	.00	427.39	1,602.00	1,174.61	26.7
230-490-6712	.00	1,533.41	.00	( 1,533.41)	.0
230-490-6750	737.57	13,222.95	21,349.00	8,126.05	61.9
230-490-6755	37.80	2,983.00	2,842.00	( 141.00)	105.0
230-490-6758	.00	89.05	.00	( 89.05)	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>7,215.97</b>	<b>80,418.23</b>	<b>187,456.00</b>	<b>107,037.77</b>	<b>42.9</b>
<b>TOTAL NON-DEPARTMENTAL</b>	<b>21,267.67</b>	<b>216,865.77</b>	<b>370,910.00</b>	<b>154,044.23</b>	<b>58.5</b>

CAPITAL OUTLAY



CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	.0
230-700-8425	VEHICLES & ROLLING STOCK	.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	.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 9 MONTHS ENDING MARCH 31, 2020

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	21,267.67	257,428.75	678,470.00	421,041.25	37.9
NET REVENUE OVER EXPENDITURES	1,770.54	30,247.72	( 145,115.00)	( 175,362.72)	20.8

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	62,075.04	
240-1115	CASH IN BANK - LGIP	86,269.40	
240-1510	ACCOUNTS RECEIVABLE	32,096.43	
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		<u>2,292,247.56</u>

LIABILITIES AND EQUITY

LIABILITIES

240-2125	ACCOUNTS PAYABLE	.00	
240-2205	WAGES PAYABLE	3,279.35	
240-2210	PAYROLL TAXES PAYABLE	1,359.10	
240-2245	HEALTH INSURANCE PAYABLE	2,148.40	
240-2250	RETIREMENT PAYABLE	1,060.28	
240-2450	DUE TO OTHER FUNDS	.00	
240-2750	LONG TERM DEBT	605,695.56	
240-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		613,542.69

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	( 3,553.98)	
	BALANCE - CURRENT DATE	( 3,553.98)	
	TOTAL FUND EQUITY		<u>1,678,704.87</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,292,247.56</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
240-315-4125 INTEREST EARNED	154.37	1,568.46	3,640.00	2,071.54	43.1
TOTAL INVESTMENT EARNINGS	154.37	1,568.46	3,640.00	2,071.54	43.1
<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 &amp; 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	30,660.14	304,120.27	394,156.00	90,035.73	77.2
240-340-4430 WATER/SEWER CONNECTION FEES	.00	.00	.00	.00	.0
240-340-4450 WATER/SEWER PENALTIES	55.00	2,048.62	.00	( 2,048.62)	.0
TOTAL CHARGES FOR SERVICE	30,715.14	306,168.89	394,156.00	87,987.11	77.7
<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 &amp; 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 9 MONTHS ENDING MARCH 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	30.14	115.97	4,500.00	4,384.03	2.6
TOTAL MISCELLANEOUS REVENUE	30.14	115.97	4,500.00	4,384.03	2.6
<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
240-390-4950 TRANSFER FROM EQUIPMENT 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	30,899.65	325,041.96	420,884.00	95,842.04	77.2

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
240-490-5110	CITY ADMINISTRATOR	2,062.50	18,581.25	23,796.00	5,214.75 78.1
240-490-5112	FINANCE CLERK	.00	.00	.00	.00 .0
240-490-5114	CITY CLERK	1,761.90	16,696.10	20,613.00	3,916.90 81.0
240-490-5150	PUBLIC WORKS DIRECTOR	2,440.16	23,165.62	28,680.00	5,514.38 80.8
240-490-5152	UTILITY WORKER I	2,631.74	24,562.68	13,923.00 (	10,639.68) 176.4
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	189.67	1,901.32	2,735.00	833.68 69.5
240-490-5220	OVERTIME	85.52	1,564.44	6,516.00	4,951.56 24.0
240-490-5315	SOCIAL SECURITY/MEDICARE	701.58	6,614.79	9,882.00	3,267.21 66.9
240-490-5320	WORKER'S COMP	450.16	3,561.14	5,934.00	2,372.86 60.0
240-490-5350	UNEMPLOYMENT	.00	.00	8,736.00	8,736.00 .0
240-490-5410	HEALTH INSURANCE	2,147.07	25,603.80	29,720.00	4,116.20 86.2
240-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,581.19	14,195.61	18,996.00	4,800.39 74.7
	<b>TOTAL PERSONAL SERVICES</b>	<b>14,051.49</b>	<b>136,446.75</b>	<b>183,454.00</b>	<b>47,007.25 74.4</b>

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
240-490-6110	AUDITING	1,260.00	5,235.00	4,419.00 (	816.00) 118.5
240-490-6112	LEGAL SERVICES	.00	.00	500.00	500.00 .0
240-490-6114	FINANCIAL SERVICES	312.00	3,460.75	3,749.00	288.25 92.3
240-490-6116	ENGINEERING SERVICES	.00	3,435.40	100,000.00	96,564.60 3.4
240-490-6122	IT SERVICES	306.60	3,135.57	3,881.00	745.43 80.8
240-490-6128	OTHER CONTRACT SERVICES	370.00	3,330.00	3,600.00	270.00 92.5
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	1,100.00	2,000.00	900.00 55.0
240-490-6230	OFFICE SUPPLIES/EQUIPMENT	22.10	264.28	500.00	235.72 52.9
240-490-6234	GENERAL SUPPLIES	225.90	2,495.54	2,000.00 (	495.54) 124.8
240-490-6238	BANK SERVICE CHARGES	218.56	2,502.61	1,498.00 (	1,004.61) 167.1
240-490-6240	TRAVEL & TRAINING	.00	525.00	1,500.00	975.00 35.0
240-490-6290	MISCELLANEOUS	.00	.00	500.00	500.00 .0
240-490-6320	BUILDING REPAIR & MAINTENANCE	.00	1,510.84	1,000.00 (	510.84) 151.1
240-490-6324	EQUIPMENT REPAIR & MAINTENANCE	.00	3,112.45	5,000.00	1,887.55 62.3
240-490-6330	OTHER REPAIR & MAINTENANCE	301.00	16,148.89	12,500.00 (	3,648.89) 129.2
240-490-6334	NON-CAPITALIZED ASSETS	832.00	1,451.91	1,000.00 (	451.91) 145.2
240-490-6420	WATER SERVICES	2,227.94	20,779.96	11,457.00 (	9,322.96) 181.4
240-490-6425	SEWER SERVICES	542.43	5,001.93	6,620.00	1,618.07 75.6
240-490-6430	ELECTRICITY SERVICES	2,589.60	11,578.09	25,068.00	13,489.91 46.2
240-490-6435	INTERNET SERVICES	71.97	494.83	.00 (	494.83) .0
240-490-6440	TELEPHONE SERVICES	143.56	1,290.78	1,518.00	227.22 85.0
240-490-6445	REFUSE SERVICES	20.48	242.17	238.00 (	4.17) 101.8
240-490-6520	PERMITS	.00	.00	3,100.00	3,100.00 .0
240-490-6710	GAS & OIL	.00	1,140.44	1,457.00	316.56 78.3
240-490-6712	OPERATIONS & SUPPLIES	.00	.00	.00	.00 .0
240-490-6750	CHEMICALS & LAB SUPPLIES	665.06	8,170.40	14,700.00	6,529.60 55.6
240-490-6755	WATER/SEWER ANALYSIS	588.60	8,030.70	10,483.00	2,452.30 76.6
240-490-6758	WATER/SEWER CONNECTION EXPENDI	.00	.00	.00	.00 .0
240-490-6792	REIMBURSABLE EXPENDITURE	.00	.00	.00	.00 .0
	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>10,697.80</b>	<b>110,635.71</b>	<b>225,003.00</b>	<b>114,367.29 49.2</b>
	<b>TOTAL NON-DEPARTMENTAL</b>	<b>24,749.29</b>	<b>247,082.46</b>	<b>408,457.00</b>	<b>161,374.54 60.5</b>

CAPITAL OUTLAY

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
240-700-8225	BUILDINGS & FACILITIES	.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	.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	.00	38,450.07	42,000.00	3,549.93 91.6
	TOTAL CAPITAL OUTLAY	.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 9 MONTHS ENDING MARCH 31, 2020

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	24,749.29	328,595.94	602,913.00	274,317.06	54.5
NET REVENUE OVER EXPENDITURES	6,150.36	( 3,553.98)	( 182,029.00)	( 178,475.02)	( 2.0)

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	10,937.81	
312-1115	CASH IN BANK - LGIP	67,794.68	
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		996,458.25

LIABILITIES AND EQUITY

LIABILITIES

312-2125	ACCOUNTS PAYABLE	.00	
312-2205	WAGES PAYABLE	339.69	
312-2210	PAYROLL TAXES PAYABLE	154.84	
312-2245	HEALTH INSURANCE PAYABLE	200.08	
312-2250	RETIREMENT PAYABLE	113.02	
	TOTAL LIABILITIES		807.63

FUND EQUITY

312-3100	BEGINNING FUND BALANCE	90,839.13	
312-3275	GASB - FIXED ASSETS	917,725.76	
	REVENUE OVER EXPENDITURES - YTD	( 12,914.27)	
	BALANCE - CURRENT DATE	( 12,914.27)	
	TOTAL FUND EQUITY		995,650.62
	TOTAL LIABILITIES AND EQUITY		996,458.25

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
312-315-4125	120.05	1,224.67	2,045.00	820.33	59.9
	120.05	1,224.67	2,045.00	820.33	59.9
<u>INTERGOVERNMENTAL</u>					
312-320-4140	.00	.00	.00	.00	.0
312-320-4142	5,839.37	59,566.02	79,288.00	19,721.98	75.1
	5,839.37	59,566.02	79,288.00	19,721.98	75.1
<u>GRANT REVENUES</u>					
312-325-4151	.00	.00	150,000.00	150,000.00	.0
	.00	.00	150,000.00	150,000.00	.0
<u>SDC REVENUE</u>					
312-345-4513	.00	1,560.00	1,605.00	45.00	97.2
	.00	1,560.00	1,605.00	45.00	97.2
<u>LOAN PAYMENTS &amp; PROCEEDS</u>					
312-360-4210	.00	.00	.00	.00	.0
312-360-4215	.00	.00	.00	.00	.0
312-360-4225	.00	.00	268,042.00	268,042.00	.0
	.00	.00	268,042.00	268,042.00	.0
<u>REIMBURSEMENT REVENUE</u>					
312-365-4752	.00	.00	.00	.00	.0
312-365-4791	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
<u>OTHER REVENUE</u>					
312-370-4849	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
312-385-4895 MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
<hr/>					
312-390-4950 TRANSFER FROM EQUIPMENT FUND	.00	.00	.00	.00	.0
TOTAL SOURCE 390	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	5,959.42	62,350.69	500,980.00	438,629.31	12.5

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110	375.00	3,378.28	4,326.00	947.72	78.1
312-490-5112	.00	.00	.00	.00	.0
312-490-5150	287.08	2,725.39	3,374.00	648.61	80.8
312-490-5152	309.62	2,889.78	1,638.00	( 1,251.78)	176.4
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	8.27	168.81	676.00	507.19	25.0
312-490-5315	74.90	700.84	1,045.00	344.16	67.1
312-490-5320	103.36	817.06	673.00	( 144.06)	121.4
312-490-5350	.00	.00	913.00	913.00	.0
312-490-5410	199.93	2,368.25	2,877.00	508.75	82.3
312-490-5450	168.87	1,495.78	2,009.00	513.22	74.5
312-490-5910	.00	.00	.00	.00	.0
TOTAL PERSONAL SERVICES	1,527.03	14,544.19	19,169.00	4,624.81	75.9
<u>MATERIALS &amp; SERVICES</u>					
312-490-6110	420.00	1,745.00	1,473.00	( 272.00)	118.5
312-490-6114	104.00	1,153.58	1,250.00	96.42	92.3
312-490-6116	.00	132.10	1,000.00	867.90	13.2
312-490-6122	102.20	988.70	1,342.00	353.30	73.7
312-490-6128	.00	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	.00	4,998.00	500.00	( 4,498.00)	999.6
312-490-6430	1,296.51	8,761.21	20,363.00	11,601.79	43.0
312-490-6720	.00	2,304.20	.00	( 2,304.20)	.0
312-490-6724	.00	4,230.20	500.00	( 3,730.20)	846.0
312-490-6726	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	1,922.71	30,181.74	52,388.00	22,206.26	57.6
TOTAL NON-DEPARTMENTAL	3,449.74	44,725.93	71,557.00	26,831.07	62.5
<u>CAPITAL OUTLAY</u>					

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	17,945.24	26,359.48	438,042.00	411,682.52	6.0
312-700-8532 SIGNAGE	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	17,945.24	26,539.03	438,042.00	411,502.97	6.1
TOTAL CAPITAL OUTLAY	17,945.24	26,539.03	438,042.00	411,502.97	6.1
<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	21,394.98	75,264.96	600,639.00	525,374.04	12.5
NET REVENUE OVER EXPENDITURES	( 15,435.56)	( 12,914.27)	( 99,659.00)	( 86,744.73)	( 13.0)

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

BLACKBERRY JAM FUND

ASSETS

314-1110	ALLOCATED CASH	13,586.80	
314-1116	CASH IN BANK - BBJ CHECKING	.00	
314-1117	BLACKBERRY JAM CD	.00	
314-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>13,586.80</u>

LIABILITIES AND EQUITY

LIABILITIES

314-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

314-3100	BEGINNING FUND BALANCE	16,392.43	
	REVENUE OVER EXPENDITURES - YTD	( 2,805.63)	
	BALANCE - CURRENT DATE	( 2,805.63)	
	TOTAL FUND EQUITY		<u>13,586.80</u>
	TOTAL LIABILITIES AND EQUITY		<u>13,586.80</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.60	6.40	291.00	284.60	2.2
TOTAL INVESTMENT EARNINGS	.60	6.40	291.00	284.60	2.2
<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 &amp; EVENT REVENUE</u>					
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	505.00	2,180.00	3,000.00	820.00	72.7
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	10.00	1,575.00	1,500.00	( 75.00)	105.0
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	250.00	1,000.00	4,000.00	3,000.00	25.0
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	765.00	14,903.35	25,690.00	10,786.65	58.0
<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	765.60	15,040.75	26,481.00	11,440.25	56.8



CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
314-490-6118	.00	1,220.00	1,500.00	280.00	81.3
314-490-6122	.00	363.66	450.00	86.34	80.8
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	80.00	755.00	1,000.00	245.00	75.5
314-490-6714	.00	.00	.00	.00	.0
314-490-6810	11.00	37.85	750.00	712.15	5.1
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	91.00	17,846.38	26,390.00	8,543.62	67.6
TOTAL NON-DEPARTMENTAL	91.00	17,846.38	26,390.00	8,543.62	67.6
<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 9 MONTHS ENDING MARCH 31, 2020

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	91.00	17,846.38	41,003.00	23,156.62	43.5
NET REVENUE OVER EXPENDITURES	674.60	( 2,805.63)	( 14,522.00)	( 11,716.37)	( 19.3)

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

PARKS SDC FUND

ASSETS

410-1110	ALLOCATED CASH	13,615.89	
410-1115	CASH IN BANK - LGIP	38,612.34	
410-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>52,228.23</u>

LIABILITIES AND EQUITY

LIABILITIES

410-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>6,605.89</u>	
	BALANCE - CURRENT DATE	<u>6,605.89</u>	
	TOTAL FUND EQUITY		<u>52,228.23</u>
	TOTAL LIABILITIES AND EQUITY		<u>52,228.23</u>

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
410-315-4125 INTEREST EARNED	68.51	695.89	1,163.00	467.11	59.8
TOTAL INVESTMENT EARNINGS	68.51	695.89	1,163.00	467.11	59.8
<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	68.51	6,605.89	9,043.00	2,437.11	73.1

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
410-490-6714	.00	.00	10,000.00	10,000.00	.0
	.00	.00	10,000.00	10,000.00	.0
	.00	.00	10,000.00	10,000.00	.0
	.00	.00	10,000.00	10,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
410-700-8520	.00	.00	45,556.00	45,556.00	.0
	.00	.00	45,556.00	45,556.00	.0
	.00	.00	45,556.00	45,556.00	.0
	.00	.00	45,556.00	45,556.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
410-900-9895	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	.00	.00	55,556.00	55,556.00	.0
	68.51	6,605.89	( 46,513.00)	( 53,118.89)	14.2

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

STREETS SDC FUND

ASSETS

412-1110	ALLOCATED CASH	17,320.80	
412-1115	CASH IN BANK - LGIP	28,695.43	
412-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>46,016.23</u>

LIABILITIES AND EQUITY

LIABILITIES

412-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>9,399.66</u>	
	BALANCE - CURRENT DATE	<u>9,399.66</u>	
	TOTAL FUND EQUITY		<u>46,016.23</u>
	TOTAL LIABILITIES AND EQUITY		<u>46,016.23</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
412-315-4125 INTEREST EARNED	51.24	519.66	712.00	192.34	73.0
TOTAL INVESTMENT EARNINGS	51.24	519.66	712.00	192.34	73.0
<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	51.24	9,399.66	5,448.00	( 3,951.66)	172.5

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
412-490-6128	.00	.00	2,000.00	2,000.00	.0
412-490-6714	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
412-700-8530	.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	.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	51.24	9,399.66	( 28,503.00)	( 37,902.66)	33.0



CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

WATER SDC FUND

ASSETS

430-1110	ALLOCATED CASH	37,023.02	
430-1115	CASH IN BANK - LGIP	265,758.80	
430-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>302,781.82</u>

LIABILITIES AND EQUITY

LIABILITIES

430-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>37,316.41</u>	
	BALANCE - CURRENT DATE	<u>37,316.41</u>	
	TOTAL FUND EQUITY		<u>302,781.82</u>
	TOTAL LIABILITIES AND EQUITY		<u>302,781.82</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
430-315-4125 INTEREST EARNED	468.95	4,761.41	5,987.00	1,225.59	79.5
TOTAL INVESTMENT EARNINGS	468.95	4,761.41	5,987.00	1,225.59	79.5
<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	468.95	37,316.41	36,627.00	( 689.41)	101.9

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
430-490-6128	.00	.00	2,000.00	2,000.00	.0
430-490-6714	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
430-700-8540	.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	.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	468.95	37,316.41	( 239,460.00)	( 276,776.41)	15.6

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

SEWER SDC FUND

ASSETS

440-1110	ALLOCATED CASH	16,051.72	
440-1115	CASH IN BANK - LGIP	121,075.74	
440-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>137,127.46</u>

LIABILITIES AND EQUITY

LIABILITIES

440-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>9,110.78</u>	
	BALANCE - CURRENT DATE	<u>9,110.78</u>	
	TOTAL FUND EQUITY		<u>137,127.46</u>
	TOTAL LIABILITIES AND EQUITY		<u>137,127.46</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
440-315-4125 INTEREST EARNED	213.61	2,170.70	3,185.00	1,014.30	68.2
TOTAL INVESTMENT EARNINGS	213.61	2,170.70	3,185.00	1,014.30	68.2
<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	213.61	9,110.78	11,753.00	2,642.22	77.5

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
440-490-6128	.00	.00	2,000.00	2,000.00	.0
440-490-6714	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
440-700-8550	.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	.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	213.61	9,110.78	( 127,383.00)	( 136,493.78)	7.2

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

STORMWATER SDC FUND

ASSETS

445-1110	ALLOCATED CASH	17,812.47	
445-1115	CASH IN BANK - LGIP	25,700.68	
445-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>43,513.15</u>

LIABILITIES AND EQUITY

LIABILITIES

445-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

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>10,134.60</u>	
	BALANCE - CURRENT DATE	<u>10,134.60</u>	
	TOTAL FUND EQUITY		<u>43,513.15</u>
	TOTAL LIABILITIES AND EQUITY		<u>43,513.15</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STORMWATER SDC FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>INVESTMENT EARNINGS</u>						
445-315-4125	INTEREST EARNED	46.00	466.20	758.00	291.80	61.5
	TOTAL INVESTMENT EARNINGS	46.00	466.20	758.00	291.80	61.5
<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	46.00	10,134.60	6,142.00	( 3,992.60)	165.0



CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS &amp; SERVICES</u>					
445-490-6128	.00	.00	2,000.00	2,000.00	.0
445-490-6714	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	2,000.00	2,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
445-700-8560	.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	.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	46.00	10,134.60	( 30,333.00)	( 40,467.60)	33.4

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

WATER RESERVE FUND

ASSETS

520-1110	ALLOCATED CASH	23,641.11	
520-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		23,641.11

LIABILITIES AND EQUITY

LIABILITIES

520-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

520-3100	BEGINNING FUND BALANCE	19,691.87	
	REVENUE OVER EXPENDITURES - YTD	3,949.24	
	BALANCE - CURRENT DATE	3,949.24	
	TOTAL FUND EQUITY		23,641.11
	TOTAL LIABILITIES AND EQUITY		23,641.11

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

WATER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
520-315-4125 INTEREST EARNED	1.07	11.24	.00	( 11.24)	.0
TOTAL INVESTMENT EARNINGS	1.07	11.24	.00	( 11.24)	.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	1.07	3,949.24	3,938.00	( 11.24)	100.3

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 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		1.07	3,949.24	( 19,690.00)	( 23,639.24)	20.1

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

SEWER RESERVE FUND

<u>ASSETS</u>			
521-1110	ALLOCATED CASH	9,825.43	
521-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		9,825.43
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
521-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
521-3100	BEGINNING FUND BALANCE	8,245.73	
	REVENUE OVER EXPENDITURES - YTD	1,579.70	
	BALANCE - CURRENT DATE	1,579.70	
	TOTAL FUND EQUITY		9,825.43
	TOTAL LIABILITIES AND EQUITY		9,825.43

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

SEWER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
521-315-4125 INTEREST EARNED	.45	4.70	.00	( 4.70)	.0
TOTAL INVESTMENT EARNINGS	.45	4.70	.00	( 4.70)	.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	.45	1,579.70	1,575.00	( 4.70)	100.3

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 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	.45	1,579.70	( 8,245.00)	( 9,824.70)	19.2

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

EQUIPMENT FUND

ASSETS

550-1110	ALLOCATED CASH	22,179.46	
550-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		22,179.46

LIABILITIES AND EQUITY

LIABILITIES

550-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

550-3100	BEGINNING FUND BALANCE	173.86	
	REVENUE OVER EXPENDITURES - YTD	22,005.60	
	BALANCE - CURRENT DATE	22,005.60	
	TOTAL FUND EQUITY		22,179.46
	TOTAL LIABILITIES AND EQUITY		22,179.46



CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2020

EQUIPMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
550-315-4125 INTEREST EARNED	1.01	5.60	.00	( 5.60)	.0
TOTAL INVESTMENT EARNINGS	1.01	5.60	.00	( 5.60)	.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	1.01	22,005.60	22,000.00	( 5.60)	100.0

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	1.01	22,005.60	( 35.00)	( 22,040.60)	62873.

CITY OF LOWELL  
 BALANCE SHEET  
 MARCH 31, 2020

DEBT RESERVE FUND

ASSETS

555-1110	ALLOCATED CASH	.00	
555-1115	CASH IN BANK - LGIP	133.86	
555-1510	ACCOUNTS RECEIVABLE	.00	
			<hr/>
	TOTAL ASSETS		133.86
			<hr/> <hr/>

LIABILITIES AND EQUITY

LIABILITIES

555-2125	ACCOUNTS PAYABLE	.00	
			<hr/>
	TOTAL LIABILITIES		.00

FUND EQUITY

555-3100	BEGINNING FUND BALANCE	12,838.57	
	REVENUE OVER EXPENDITURES - YTD	( 12,704.71)	
			<hr/>
	BALANCE - CURRENT DATE	( 12,704.71)	
			<hr/>
	TOTAL FUND EQUITY		133.86
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		133.86
			<hr/> <hr/>

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2020

DEBT RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
555-315-4125	INTEREST EARNED	.24	19.29	.00	( 19.29)	.0
	TOTAL INVESTMENT EARNINGS	.24	19.29	.00	( 19.29)	.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	.24	19.29	.00	( 19.29)	.0

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 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	.24	( 12,704.71)	( 12,724.00)	( 19.29)	( 99.9)

**Lowell Municipal Court**

**Revenues**

3rd Qtr FY 19-20	Revenue
Jan-20	\$ 357.00
Feb-20	\$ -
Mar-20	\$ 343.00
<b>Total Revenues</b>	<b>\$ 700.00</b>

**Expenses**

3rd Qtr FY 19-20	Assessments	Bailiff	Judge	CC Bank Charges	Collection Expenses	Citation Refunds	Total
Jan-20	\$ 45.00						
Feb-20							
Mar-20	\$ 45.00	No Show	\$ 150.00				
<b>Total Expenses</b>	<b>\$ 90.00</b>	<b>\$ -</b>	<b>\$ 150.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 240.00</b>

**Revenue Distribution**

3rd Qtr Revenue	\$ 700.00
Less 10% Admin Fee	\$ 70.00
Less Court Expenses	\$ 240.00
<b>Net Revenue</b>	<b>\$ 390.00</b>

**City of Oakridge**

50% Net Revenue	\$ 195.00
Bailiff	\$ -
<b>Total</b>	<b>\$ 195.00</b>

Amount to be paid to City of Oakridge

**City of Lowell**

50% Net Revenue	\$ 195.00
Judge	\$ 150.00
10% Admin Fee	\$ 70.00
<b>Total</b>	<b>\$ 415.00</b>

Net Revenue to City of Lowell

## Report Criteria:

Suppress employee name and number

Employee Number	Name	Pay Code	Pay Code Title	Rate No	Rate Desc	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remain
<b>General Admin</b>									
102	Cobb, Jared B	3-01	Vac Used	302	VAC	220.30	8.33	.00	228.63
		4-01	Sick Pay	401	SL	332.00	4.00	.00	336.00
103	Daigneault, Robert G	3-01	Vac Used	301	VAC	64.12	2.09	.00	66.21
		4-01	Sick Pay	401	SL	58.00	2.50	.00	60.50
104	Donnell, Joyce	3-01	Vac Used	301	VAC	62.60	5.00	.00	67.60
		4-01	Sick Pay	401	SL	632.50	4.00	.00	636.50
Total General Admin:						<u>1,369.52</u>	<u>25.92</u>	<u>.00</u>	<u>1,395.44</u>

Employee Number	Name	Pay Code	Pay Code Title	Rate No	Rate Desc	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remain
<b>Public Works</b>									
101	Baker, Max	3-01	Vac Used	301	VAC	152.90	5.00	.00	157.90
		4-01	Sick Pay	401	SL	479.00	4.00	.00	483.00
106	Hunter L.D. Harris	3-01	Vac Used	301	VAC	80.40	3.35	.00	83.75
		4-01	Sick Pay	401	SL	91.50	4.00	.00	95.50
105	Nicholas G Harris	3-01	Vac Used	301	VAC	67.40	3.35	.00	70.75
		4-01	Sick Pay	401	SL	78.00	4.00	.00	82.00
Total Public Works:						949.20	23.70	.00	972.90
Grand Totals:						2,318.72	49.62	.00	2,368.34

Pay Code Summary

Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remain
3-01		647.72	27.12	.00	674.84
4-01		1,671.00	22.50	.00	1,693.50

Report Criteria:

Suppress employee name and number



**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council  
**FROM:** Max Baker, Public Works Director  
**DATE:** May 15, 2020  
**SUBJECT:** Public Works Report

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

**SUMMARY:**

The attached Public Works Report is for the period of April 18 – May 15. The report covers the following topics: Streets and Parks, Wastewater Treatment Plant/Collection, and Water Treatment Plant/Distribution, Training and Certification, and Code Enforcement.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. May 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](mailto:mbaker@ci.lowell.or.us)

---

**TO:** Mayor Bennett and Council  
**FROM:** Max Baker, Public Works Director  
**DATE:** May 15, 2020  
**SUBJECT:** Public Works Report

### **Streets and Parks**

Staff continues to work on mowing, trimming and noxious vegetation removal on all City owned properties.

Both park's restrooms, the playground at Paul Fisher Park and the Covered Bridge remain closed until further notice.

### **Wastewater Treatment Plant/Collections**

The Annual TMDL report was submitted and accepted by the Department of Environmental Quality (DEQ).

### **Water Treatment Plant/Distribution**

On May 11<sup>th</sup> Staff began required Cyanotoxin (blue-green algae) monitoring. This will continue every other week until the end of October. The sample results from the test were non-detects.

Staff installed a new 1" water service for Courtland Manufacturing. Two water meters were installed at new homes.

The Annual Water Report was mailed out as an insert in the Bridge on May 1<sup>st</sup>.

### **Training and Certification**

Nick is taking his Wastewater Treatment Level I certification test on May 20<sup>th</sup>.

Hunter is taking his Water Treatment Level I certification test on May 27<sup>th</sup>.

### **Code Enforcement**

- 1- Door Hanger
- 2- Vehicles

**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** May 16, 2020  
**SUBJECT:** Monthly Police Report

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

**SUMMARY:**

The Monthly Police Report for April 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. April Police Report

## LOWELL PATROL LOG April 2020

DATE	OFFICERS	START TIME	END TIME	# HOURS	CONTACTS	ARRESTS	CITES	WARNINGS	CALLS	REPORT #
1-Apr	407	23:30	1:00	1:30						
2-Apr	401	10:30	12:00	1:30						
2-Apr	421	10:30	12:00	1:30						
2-Apr	407	23:30	1:00	1:30						
4-Apr	407	0:30	1:30	1:00						
5-Apr	409	2:45	4:45	2:00						
6-Apr	409	3:00	4:30	1:30						
7-Apr	409	0:01	0:30	0:29						
7-Apr	407	23:00	0:30	1:30						
9-Apr	407	0:00	1:30	1:30						
9-Apr	407	23:00	0:30	1:30						
9-Apr	421	19:30	20:30	1:00						
9-Apr	401	19:30	20:30	1:00						
11-Apr	409	2:30	4:00	1:30						
12-Apr	409	3:00	4:30	1:30						
13-Apr	409	3:00	4:30	1:30						
14-Apr	407	0:00	1:30	1:30						
14-Apr	407	23:00	0:30	1:30						
15-Apr	407	23:00	0:30	1:30						
17-Apr	409	2:00	3:30	1:30						
18-Apr	409	3:30	5:00	1:30						
19-Apr	407	20:00	21:30	1:30						
20-Apr	407	0:00	1:30	1:30						
21-Apr	407	0:00	2:00	2:00						
22-Apr	407	0:00	1:30	1:30						
23-Apr	429	20:37	21:27	0:50						
25-Apr	409	3:15	4:45	1:30						
25-Apr	429	10:45	11:15	0:30						
25-Apr	407	23:30	1:00	1:30						
28-Apr	407	23:30	1:00	1:30						
28-Apr	401	14:30	16:00	1:30						
<b>TOTAL HOURS WORKED</b>				<b>43</b>						

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

DATE	TIME	DESCRIPTION
23-Apr	20:37	Fire at Rolling Rock Park

## AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** May 16, 2020  
**SUBJECT:** Resolution 741 – Local State of  
Emergency

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

### **SUMMARY:**

On March 17, 2020 the Council enacted Resolution 733 to declare a State of Local Emergency. Resolution 736 extended the State of Local Emergency through May 19. The declaration permits the City Administrator to develop and implement policies to protect the health of staff, residents, and ensure continuity of services. This includes physical distancing measures, closure of public facilities, limiting public events, suspending utility late penalties/shut-offs, and suspending normal procurement procedures to address emergency purchases.

### **FISCAL IMPACT:**

The pandemic has caused a recession which will impact revenues. The City may need to contract for additional services, procure equipment, and supplies. Anticipated purchases include materials to install a physical barrier at the front counter at City Hall, door to limit access to City Hall restrooms, and personal protective equipment.

### **COURSES OF ACTION:**

1. Motion to approve Resolution 741, as written.
2. Motion to approve Resolution 741, as amended.
3. No action.

### **RECOMMENDATION:**

Motion to approve Resolution 741, as written. Our insurance provider, City/County Insurances Services, has stated they are not covering COVID-19 claims. Staff needs additional time to work with CIS to reduce our exposure from reopening public facilities, including City Hall, park restrooms, and when permissible, the playground in Paul Fisher Park. The Council may also want to consider some type of utility assistance program in lieu of the current emergency policy, which suspended penalties and shutoffs.

### **ATTACHMENTS:**

1. Resolution 741
2. Correspondence with area City Managers

**CITY OF LOWELL, OREGON**

**RESOLUTION 741**

**A RESOLUTION EXTENDING THE LOCAL STATE OF EMERGENCY DECLARED BY RESOLUTION 733 THROUGH JUNE 16, 2020**

**WHEREAS**, COVID-19 (novel coronavirus) was declared a pandemic by the World Health Organization on March 11, 2020; and

**WHEREAS**, coronaviruses are a group of viruses that can cause respiratory disease, with the potential to cause serious illness or loss of life. Current indications suggest that individuals who are elderly and/or have underlying health conditions are most at risk from COVID-19; and

**WHEREAS**, COVID-19 requires a significant amount of resources at the local level to keep the public and community informed and as safe as possible; and

**WHEREAS**, on March 8, 2020 Governor Kate Brown declared a state of emergency due to the COVID-19 outbreak in Oregon (Executive Order No. 20-02), finding that COVID-19 has created a threat to public health and safety, and constitutes a statewide emergency under ORS 401.025(1). Governor Brown also issued guidance regarding group gatherings and social distancing to minimize potential opportunities for the COVID-19 to spread (Executive Order No. 20-05); and

**WHEREAS**, the COVID-19 pandemic will create significant financial and other impacts to the community of unknown duration; and

**WHEREAS**, staff has been in contact with local agency leaders and public health experts, including the Lane County Health Department for countywide information and updates. The primary focus at the City is to restrict the spread of COVID-19 and to maintain the health of our workforce and the community so the City can continue to provide crucial public services; and

**WHEREAS**, pursuant to ORS 401.309, the governing body of a city may declare, by ordinance or resolution, that a state of emergency exists within the city; and

**WHEREAS**, a Declaration of Local State of Emergency was declared on March 17, 2020 and continues to exist throughout the City of Lowell; now therefore,

**BE IT RESOLVED** that the Lowell City Council orders that the Declaration of Local State of Emergency enacted by Resolution 733 be extended through June 16, 2020.

Adopted by the City Council of the City of Lowell this 19<sup>th</sup> day of May 2020.

Yea: \_\_\_\_\_

Nay: \_\_\_\_\_

Approved: \_\_\_\_\_  
Don Bennett, Mayor

Attest: \_\_\_\_\_  
Jared Cobb, City Administrator

**From:** [Michelle Amberg](#)  
**To:** [Jared Cobb](#); [HEATH Anne](#); [Matthew Michel](#); [Richard Meyers](#); [City Administrator](#); [westfircity@gmail.com](mailto:westfircity@gmail.com)  
**Subject:** RE: City Hall Reopening  
**Date:** Tuesday, May 12, 2020 4:47:18 PM  
**Attachments:** [image001.png](#)

---

Hello Jared,

Here's where we are at in Creswell:

- Have you re-opened or do you have a timetable for re-opening City Hall? We are going to continue as we are doing right now – staff here from 8-5 and available to the public only by appointment. We have front counter people with vulnerable family members so we are going to re-start slowly.
- When does your state of emergency expire and do you plan on an extension? May 30<sup>th</sup> at midnight. I will discuss extension with Mayor tomorrow.
- Have you closed park restrooms? Yes If so, do you have a timetable for reopening? If the County goes into Phase I this Friday we will reopen parks on Monday, May 18<sup>th</sup>. We will be removing some of our picnic tables though.

Regards,

*Michelle Amberg*

City Manager  
City of Creswell  
13 South 1st Street  
PO Box 276  
Creswell, OR 97426  
(541) 895-2531 x308

***If you want to go fast, go alone. If you want to go far, go together ~ African Proverb***

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Records Retention Schedule and may be made available to the public.

CONFIDENTIALITY NOTICE: This message is intended solely for the use of the individual and entity to whom it is addressed, and may contain information that is privileged, confidential, and exempt from disclosure under applicable state and federal laws. If you are not the addressee, or are not authorized to receive information for the intended addressee, you are hereby notified that you may not use, copy, distribute, or disclose to anyone this message or the information contained herein. If you have received this message in error, please advise the sender immediately by reply email and expunge this message. Thank you.

---

**From:** Jared Cobb <jcobb@ci.lowell.or.us>

**Sent:** Tuesday, May 12, 2020 3:27 PM

**To:** HEATH Anne <anne.heath@ci.coburg.or.us>; Matthew Michel <mmichel@ci.veneta.or.us>; Richard Meyers <citymanager@cottagegrove.org>; City Administrator <cityadministrator@ci.oakridge.or.us>; Michelle Amberg <mdamberg@creswell-or.us>;



**From:** [Matthew Michel](#)  
**To:** [Jared Cobb](#); [HEATH Anne](#); [Richard Meyers](#); [City Administrator](#); [mdamberg@cheswell-or.us](mailto:mdamberg@cheswell-or.us); [westfircity@gmail.com](mailto:westfircity@gmail.com)  
**Subject:** RE: City Hall Reopening  
**Date:** Wednesday, May 13, 2020 3:21:59 PM

---

Good afternoon Jared,

Answers follow:

- Have you re-opened or do you have a timetable for re-opening City Hall?
  - We'll unlock the doors and stop requiring appointments when the Governor drops the stay at home order. Physical distancing will remain in place for the foreseeable future.
- When does your state of emergency expire and do you plan on an extension?
  - Expired in April. We extended for two months to end of June. I may recommend further extensions if the State continues to put one-week deadlines on assistance programs like the current one.
- Have you closed park restrooms? If so, do you have a timetable for reopening?
  - No. We rent portables and they're serviced, including hand sanitizer, weekly.

Matt

Matt Michel, City Administrator  
City of Veneta  
PO Box 458  
Veneta, OR 97487  
541-935-2018 ~ Direct  
[mmichel@ci.veneta.or.us](mailto:mmichel@ci.veneta.or.us)



**Public Records Law Disclosure:** This e-mail may be considered public record and subject to public disclosure.

**Confidentiality Notice:** This e-mail may contain confidential or privileged information. It is intended only for the use of the recipient named above. If you are not the intended recipient, any use or disclosure of this e-mail is strictly prohibited. Please notify me immediately and delete this e-mail.

---

**From:** Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)>  
**Sent:** Tuesday, May 12, 2020 3:27 PM  
**To:** HEATH Anne <[anne.heath@ci.coburg.or.us](mailto:anne.heath@ci.coburg.or.us)>; Matthew Michel <[mmichel@ci.veneta.or.us](mailto:mmichel@ci.veneta.or.us)>; Richard Meyers <[citymanager@cottagegrove.org](mailto:citymanager@cottagegrove.org)>; City Administrator <[cityadministrator@ci.oakridge.or.us](mailto:cityadministrator@ci.oakridge.or.us)>; [mdamberg@cheswell-or.us](mailto:mdamberg@cheswell-or.us); [westfircity@gmail.com](mailto:westfircity@gmail.com)  
**Subject:** City Hall Reopening

Good afternoon,

**From:** [Richard Meyers](#)  
**To:** [HEATH Anne](#)  
**Cc:** [Jared Cobb](#); [Matthew Michel](#); [City Administrator](#); [mdamberg@creswell-or.us](mailto:mdamberg@creswell-or.us); [westfircity@gmail.com](mailto:westfircity@gmail.com)  
**Subject:** Re: City Hall Reopening  
**Date:** Tuesday, May 12, 2020 4:10:20 PM

---

Jared:

- Have you re-opened or do you have a timetable for re-opening City Hall? We will be re-opening after the Phase 1 approval. Probably not right of way because we are waiting for some materials but probably before June 1st.
- When does your state of emergency expire and do you plan on an extension? Ours does not expire until Lane County removes theirs.
- Have you closed park restrooms? If so, do you have a timetable for reopening? We actually opened all park restrooms and brought a portapotty and handwashing station to the parking lot at the Community Center when we closed our buildings. This provided a location for unsheltered to use and wash hands.

Richard Meyers  
City Manager  
Cottage Grove, Oregon  
400 E. Main Street  
Phone: (541)942-5501

On Tue, May 12, 2020 at 3:40 PM HEATH Anne <[anne.heath@ci.coburg.or.us](mailto:anne.heath@ci.coburg.or.us)> wrote:

If the County is accepted to move into Phase I, we will open on Monday and recall all employees. We will provide social distancing in the work space. We will allow for customer service at our main counter with a limited amount of people in City Hall at once.

If the County does not move to Phase I we will remain as we are at this time.

Our emergency order expires on Friday and we will continue to renew it so long as the County has theirs in order.

Our bathrooms remain locked in our parks and our playgrounds are closed. We have not made a decision on this as of yet.

Hope this helps. Looking forward to seeing other answers.

**From:** [City Administrator](#)  
**To:** [Jared Cobb](#)  
**Cc:** [HEATH Anne](#); [Matthew Michel](#); [Richard Meyers](#); [mdamberg@creswell-or.us](mailto:mdamberg@creswell-or.us); [westfircity@gmail.com](mailto:westfircity@gmail.com)  
**Subject:** Re: City Hall Reopening  
**Date:** Tuesday, May 12, 2020 3:34:04 PM

---

Jared,

- If we move into Phase I we plan to open City Hall, limiting hours and staff.
- Ours expires June 1. I'm going to recommend extending until entering Phase II
- We closed all park restrooms except the rest stop on HWY 58 as soon as we declared a local emergency. We reopened them yesterday with additional cleaning precautions.

Best,

Bryan Cutchen  
City Administrator  
City of Oakridge

On Tue, May 12, 2020 at 3:27 PM Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)> wrote:

Good afternoon,

I apologize, I'm sure I missed a chain of emails here. To respect everyone's time I'll be brief...one or two word answers are totally fine...

- Have you re-opened or do you have a timetable for re-opening City Hall?
- When does your state of emergency expire and do you plan on an extension?
- Have you closed park restrooms? If so, do you have a timetable for reopening?

Thanks for your help!

Stay Home to Stay Healthy,

Jared Cobb  
City Administrator  
City of Lowell

Facility Permit Application for  
**Special Events and  
Public Benefits**

For Office Use only

Date:

Permit #:

**1) APPLICANT INFORMATION**

Name & Mailing Address: Mountain View Academy  
E-mail Address (required for permit issuance): Jessica@mtviewacademy.org  
Daytime Phone: 541-735-1709 Cell Phone: 541-954-9427

**2) EVENT INFORMATION**

Event Name: Graduation Parade Previous Permit # (if applicable): \_\_\_\_\_  
Event Date(s): June 13<sup>th</sup>, 2020 Event Start Time: 12-3pm  
Event Sponsor: MVA Website: www.mtviewacademy.org  
Contact Person & Cell # during the event: Jessica Cardwell 541-954-9427  
Total Event Time(s) – include staging and clean-up: 3 hours

- a. Type of event - check applicable box  Foot Race  Bike Race  Bike Ride  Bridge Decoration  
 Parade  Festival  Other (describe): parade in honor of our 8<sup>th</sup> grade & kinder graduates.
- b. Roads involved in the event: MOSS, Main, Pioneer - The square around the high school.
- c. Approximate number of people that you expect to participate in the event: 100 parked cars
- d. If your event takes place during school hours, will bus routes be affected?  Yes  No
- e. Will Participants follow "rules of the road" or do you anticipate traffic impacts such as certified flaggers, course marshals, road delays or detours? I anticipate delays on Pioneer and blocked roads on main & Moss for a short time.

**3) REQUIRED MATERIALS TO BE SUBMITTED WITH APPLICATION**

All materials, including this application, must be submitted at least four (4) weeks prior to the event. If materials are not submitted on time, your issued permit may be delayed, which could result in the cancellation of your event.

- Certificate of Insurance for Commercial General Liability is required (see Section 6 for details)  
 Route map and traffic control plan (include Begin/Finish points, all County roads involved in the event and course directional arrows)  
 Pamphlets, registration packet information, website or flyers

**4) FEES**

Special Events require a \$250 non-refundable application fee that acts as a deposit for the actual cost of services. The total cost shall include hourly costs for Direct Labor in addition to Operational Overhead. Any amount due in excess of the application fee shall be paid prior to the issuance of the permit.

- Public Benefit Events are exempt from all fees and include events such as parades and festivals that incorporate the entire community. They include only those events open to the general public and which do not involve the charging of admission or fees for attendance at the event. They also do not involve concession sales of food, drink or merchandise within the public rights of way.

**5) ACCEPTANCE OF TERMS**

I agree to the terms, conditions, and provisions outlined in both pages of this application, the issued permit, and the rules and regulations set forth by Oregon Administrative Rules 734-056 for Special Event Permits.

APPLICANT'S SIGNATURE

Jessica Cardwell

DATE

May 13, 2020

RETURN TO: City of Lowell, 107 East Third Street, P.O. Box 490, Lowell, OR 97452  
Telephone 541-937-2157 Fax 541-937-2936

## 6) INSURANCE REQUIREMENTS

**IMPORTANT: Permits will not be issued without a copy of the actual Certificate of Insurance for Commercial General Liability and additional insured endorsement insurance (COI). Addendums and waivers are not accepted in lieu of the COI at any time.**

Commercial General Liability Insurance with the additional insured endorsement, naming Lane County, its Divisions, Commissioners, Officers, Agents, and Employees as additional insured, is required for either a Special Event or a Public Benefit Event. Special Event Insurance is acceptable. No applicant shall be exempt from this requirement. **We recommend you request your certificate at least 2 months prior to the event.**

To expedite the issuance of the permit, the Insurance Company can **FAX** a copy of the certificate to **City of Lowell at 541-937-2936**.

### **The Certificate of Insurance must contain:**

1. The Insurance Company's name, address and phone number.
2. The Insured – you or your group name and address. It also helps if they will add your name and local address.
3. The Coverages – type of insurance and the policy number.
4. The policy effective dates – the policy must cover event dates.
5. The policy limits – the monetary coverage.
6. The specific event name.
7. Additional insured endorsement.

### **Minimum insurance coverage acceptable to City of Lowell is:**

\$2 million per occurrence/\$3 million aggregate

### **The certificate holder (additional insured) MUST be:**

City of Lowell, its Divisions, Commissioners, Officers, Agents, and Employees.  
107 East Third Street  
Lowell, OR 97452

## 7) TRAFFIC CONTROL

Please describe the nature of the event in relation to public safety and any involvement with vehicular traffic, the number of persons or marshals at each intersection, lead and follow vehicles, signing, coning, staging area locations, etc. and attach traffic control plans for each intersection. Please note that some events may be required to hire Law Enforcement personnel, as a condition of the issued permit, to conduct traffic control. **If no traffic control is needed, participants must adhere to all applicable rules of the road.**

**NOTE:** Any event sign must conform to the standards and placement locations outlined in an approved permit prior to being posted in the public right-of-way. Signs may not be attached to any Lane County road signs, stop signs or any other signposts or utility poles in Lane County under the authority of the Lane County Traffic Engineer.

**Requests for Bicycle RACE Permits** must comply with current Highway Division "*Guidelines for Administration of Bicycle Racing on Oregon Roads.*" A copy of the current guidelines may be obtained from any State Highway Division Maintenance office or from the Bikeway Program Manager, 204 Transportation Building, Salem, OR 97310. Guidelines are on-line at [www.oregon.gov/ODOT/HWY/BIKEPED/docs/bikerace.pdf](http://www.oregon.gov/ODOT/HWY/BIKEPED/docs/bikerace.pdf). The latest version of the "Oregon Bicyclist Manual" is also available on line at [www.oregon.gov/ODOT/HWY/BIKEPED](http://www.oregon.gov/ODOT/HWY/BIKEPED) under publications.

The Applicant shall review the course prior to the event and notify participants of any problems. If the problems are severe enough the Applicant shall cancel the event.

## 8) EVENT NOTIFICATION

Our office notifies the Lane County Sheriff's Office once the permit has been issued. **It is the responsibility of the applicant to notify emergency service providers and the residents along the proposed route.** Posting flyers locally to notify residents along the route is always a good idea. In addition, you may want to notify the news media, radio and TV stations and local newspapers. **If the event impacts the school bus route while school is in session, you also need to notify the School District involved.**



### **8<sup>th</sup> Grade Graduation parade:**

Our plan is to begin from the high school wood shop parking lot, move down Pioneer, turn left on Main and another left on Moss. We plan to contact the Lowell Fire Department to lead our parade. We plan to have traffic stopped on Pioneer for 20 or so minutes. From there we will only have Main Street and Moss street blocked off.

In following physical distancing guidelines, and to ensure that those in high risk categories are able to watch their child/grandchild graduate, families will stay in cars. Our graduating students will walk, separated as per Oregon guidelines.

I know that Lowell is going to be having a graduation parade for their seniors and we can adjust our time, so as not to interfere with that, if necessary!

If you need further information, please feel free to contact me! This is a crazy time and we are just trying to figure out the best way to honor these kids.

Jessica Cardwell

**From:** [Jessica Cardwell](#)  
**To:** [Jared Cobb](#)  
**Subject:** Re: Special Event Permit Application  
**Date:** Friday, May 15, 2020 10:27:47 AM

---

Okay, here is our newly proposed route!

Lakeview, Moss, and Main. We will start in the HS woodshop parking lot, go down Lakeview, right turn onto Moss, right turn onto Main and end in the main HS parking lot.  
Does that sound okay?

Thank you,

Jessica Cardwell

On May 13, 2020, at 1:52 PM, Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)> wrote:

Hi Jessica,

Sounds like a fun event for the kids! Are you opposed at all to modifying the route? There are conditions that Lane County will likely require to close that section of Pioneer Street. This typically includes a detour for heavy trucks, which we don't have for that location (Lakeview Street isn't wide enough). Lakeview, South Moss, and Main Street are a few route alternatives. Please let me know, we'd like to help.

Best regards,

Jared Cobb  
City Administrator  
City of Lowell  
107 East Third Street  
Lowell, OR 97452  
B: 541-937-2157  
C: 541-556-8160

---

**From:** Jessica Cardwell <[jessica@mtviewacademy.org](mailto:jessica@mtviewacademy.org)>  
**Sent:** Wednesday, May 13, 2020 8:27 AM  
**To:** Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)>  
**Cc:** Joyce Donnell <[jdonnell@ci.lowell.or.us](mailto:jdonnell@ci.lowell.or.us)>  
**Subject:** Re: Special Event Permit Application

Jared & Joyce,

I wasn't sure how to get this to you. We do not have a fax and I figured you probably weren't working from the office right now. I can absolutely mail you a copy or drop it by if you would prefer that.



Here is our application. We are applying for Saturday, June 13th. I am not sure what date LHS is having their graduation but we can modify times, so as not to interfere with one another. Let me know if you need anything else!

Thank you!

Jessica Cardwell

On May 8, 2020, at 5:08 PM, Jared Cobb <[jcobb@ci.lowell.or.us](mailto:jcobb@ci.lowell.or.us)> wrote:

Jessica,

Good deal. Please feel free to reach out if you have any questions about the process. Have a great weekend!

Jared Cobb  
City Administrator  
City of Lowell

Get [Outlook for Android](#)

---

**From:** Jessica Cardwell <[jessica@mtviewacademy.org](mailto:jessica@mtviewacademy.org)>

**Sent:** Friday, May 8, 2020, 5:00 PM

**To:** Joyce Donnell

**Cc:** Jared Cobb

**Subject:** Re: Special Event Permit Application

Thank you!

We are working with our insurance to get what's needed and we will have it to you Monday or Tuesday!

Jessica Cardwell

On Thu, May 7, 2020 at 2:09 PM Joyce Donnell <[jdonnell@ci.lowell.or.us](mailto:jdonnell@ci.lowell.or.us)> wrote:

Hi Jessica,

Jared asked me to send this application form to you.

Take care,

*Joyce Donnell*

*City of Lowell*

**City Clerk**

107 E. 3rd Street

PO Box 490

Lowell, OR 97452

(541)937-2157

Jessica Cardwell - Director  
Mountain View Academy  
[jessica@mtviewacademy.org](mailto:jessica@mtviewacademy.org)  
(541) 735-1709

Jessica Cardwell - Director  
Mountain View Academy  
[jessica@mtviewacademy.org](mailto:jessica@mtviewacademy.org)  
(541) 735-1709