

**Lowell City Council
Regular Meeting and Executive Session
Tuesday, October 19, 2021, at 7 P.M.**

**Maggie Osgood Library
70 N. Pioneer Street
Lowell, OR 97452**

COVID-19 protocols are required for those attending in person, including mask wearing and social distancing.

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.
- In writing, by using the drop box at Lowell City Hall, 107 East Third Street, Lowell, OR 97452.
- By email to: admin@ci.lowell.or.us.

Regular Meeting Agenda

Call to Order/Roll Call/Pledge of Allegiance

Councilors: Mayor Bennett ___ Harris ___ Stratis ___ Myers ___ Weathers ___

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.

1. Financial Report for August 2021
2. Check Register for September 2021
3. Approval of the minutes for the September 21, 2021 Regular Meeting and Executive Session
4. Approval of the minutes for the October 5, 2021 Regular Meeting and Executive Session

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

City Council Meeting Agenda

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. 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.

Council Comments (three minutes per speaker)

Staff Reports

1. City Administrator report
2. Public Works report
3. Police report – August and September

Old Business

New Business

1. Discussion with Curt Wilson of Wilson Architecture on the Maggie Osgood and City Hall renovation project.
 - a. Review design Option 1B and Option 1C – Presentation by Curt Wilson
 - b. Update on project schedule and budget management – Presentation by Curt Wilson
 - c. City Council comments and direction
Recommended motion if City Council decides to change the design selection to Option 1C: “I move to amend the motion approved at the October 5 meeting relating to the selection of a library and City Hall design option by selecting design Option 1C.”
2. Motion to approve a “Memorandum of Understanding Regarding Community Parking Lot” and to authorize the City Administrator to sign.
3. Review loan application process for Business Oregon’s Special Public Works Fund to finance the library and City Hall renovation project.

Other Business

Mayor Comments

City Council Meeting Agenda

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

Adjourn the Regular Meeting

Agenda amended as of 10/19/2021

CITY OF LOWELL
 COMBINED CASH INVESTMENT
 AUGUST 31, 2021

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	519,722.51
999-1115	CASH IN BANK - LGIP	931,275.01
		1,450,997.52
	TOTAL COMBINED CASH	1,450,997.52
999-1110	CASH ALLOCATED TO FUNDS	(1,450,997.52)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	257,294.56
220	ALLOCATION TO BUILDING FUND	46,943.20
230	ALLOCATION TO WATER FUND	157,060.73
240	ALLOCATION TO SEWER FUND	173,987.06
312	ALLOCATION TO STREET FUND	80,391.03
314	ALLOCATION TO BLACKBERRY JAM FUND	15,658.60
410	ALLOCATION TO PARKS SDC FUND	66,608.80
412	ALLOCATION TO STREETS SDC FUND	54,804.73
430	ALLOCATION TO WATER SDC FUND	346,067.10
440	ALLOCATION TO SEWER SDC FUND	143,375.62
445	ALLOCATION TO STORMWATER SDC FUND	53,657.61
520	ALLOCATION TO WATER RESERVE FUND	39,396.91
521	ALLOCATION TO SEWER RESERVE FUND	15,751.57
		1,450,997.52
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,450,997.52
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	(1,450,997.52)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	100,949.55	
110-1115	CASH IN BANK - LGIP	156,345.01	
110-1120	PETTY CASH	250.00	
110-1710	LAND	2,716,510.77	
110-1720	BUILDINGS & FACILITIES	619,178.48	
110-1730	EQUIPMENT & FURNISHINGS	28,874.28	
110-1740	VEHICLES & ROLLING STOCK	40,847.50	
110-1750	INFRASTRUCTURE	32,762.99	
110-1795	CONSTRUCTION IN PROGRESS	14,195.83	
110-1820	AD - BUILDINGS & FACILITIES	(192,226.91)	
110-1830	AD - EQUIPMENT & FURNISHINGS	(7,893.90)	
110-1840	AD - VEHICLES & ROLLING STOCK	(13,908.46)	
110-1850	AD - INFRASTRUCTURE	(15,469.63)	
	TOTAL ASSETS		<u>3,480,415.51</u>

LIABILITIES AND EQUITY

LIABILITIES

110-2205	WAGES PAYABLE	3,197.38	
110-2210	PAYROLL TAXES PAYABLE	1,431.80	
110-2245	HEALTH INSURANCE PAYABLE	797.03	
110-2250	RETIREMENT PAYABLE	780.99	
110-2255	DEFERRED COMP PAYABLE	30.00	
110-2510	BAIL HELD	495.00	
110-2515	CET TAX COLLECTED	18,770.30	
110-2525	OTHER DEPOSITS	93.00	
110-2750	LONG TERM DEBT	803,036.97	
	TOTAL LIABILITIES		828,632.47

FUND EQUITY

110-3100	BEGINNING FUND BALANCE	205,803.47	
110-3275	GASB - FIXED ASSETS	3,222,870.95	
110-3277	GAAP - LONG TERM DEBT	(803,036.97)	
	REVENUE OVER EXPENDITURES - YTD	<u>26,145.59</u>	
	BALANCE - CURRENT DATE	<u>26,145.59</u>	
	TOTAL FUND EQUITY		<u>2,651,783.04</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,480,415.51</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
110-310-4112	.00	.00	153,139.00	153,139.00	.0
110-310-4114	439.07	705.40	2,600.00	1,894.60	27.1
	439.07	705.40	155,739.00	155,033.60	.5
<u>INVESTMENT EARNINGS</u>					
110-315-4125	109.75	207.96	2,500.00	2,292.04	8.3
	109.75	207.96	2,500.00	2,292.04	8.3
<u>INTERGOVERNMENTAL</u>					
110-320-4132	2,927.44	2,927.44	11,000.00	8,072.56	26.6
110-320-4134	81.52	177.51	3,407.00	3,229.49	5.2
110-320-4136	1,701.86	3,571.73	22,000.00	18,428.27	16.2
110-320-4148	.00	.00	6,000.00	6,000.00	.0
	4,710.82	6,676.68	42,407.00	35,730.32	15.7
<u>GRANT REVENUES</u>					
110-325-4151	75,948.34	78,363.31	140,000.00	61,636.69	56.0
110-325-4152	.00	.00	10,200.00	10,200.00	.0
110-325-4155	.00	.00	225,500.00	225,500.00	.0
110-325-4160	.00	.00	240,000.00	240,000.00	.0
	75,948.34	78,363.31	615,700.00	537,336.69	12.7
<u>FRANCHISE FEES</u>					
110-330-4310	1,642.23	1,642.23	5,900.00	4,257.77	27.8
110-330-4312	27,903.96	27,903.96	53,000.00	25,096.04	52.7
110-330-4316	.00	.00	3,000.00	3,000.00	.0
110-330-4318	1,715.46	1,715.46	18,500.00	16,784.54	9.3
110-330-4320	1,703.99	1,703.99	20,335.00	18,631.01	8.4
	32,965.64	32,965.64	100,735.00	67,769.36	32.7

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT	
<u>LICENSES & PERMITS</u>						
110-335-4352	LAND USE & DEVELOPMENT	.00	292.00	15,000.00	14,708.00	2.0
110-335-4354	MISC PERMITS & LICENSES	20.00	20.00	275.00	255.00	7.3
110-335-4360	DOG LICENSES	94.00	207.00	800.00	593.00	25.9
	TOTAL LICENSES & PERMITS	114.00	519.00	16,075.00	15,556.00	3.2
<u>CHARGES FOR SERVICE</u>						
110-340-4410	COPY, FAX, NOTARY & RESEARCH	70.30	127.05	1,030.00	902.95	12.3
110-340-4415	LIBRARY BUSINESS SERVICES	.00	.00	250.00	250.00	.0
110-340-4417	LIEN SEARCHES	70.00	120.00	515.00	395.00	23.3
110-340-4419	ELECTION FILING FEES	.00	.00	100.00	100.00	.0
110-340-4421	SDC/CET ADMIN FEE	519.90	1,819.65	4,005.00	2,185.35	45.4
110-340-4423	PAY STATION REVENUE	.00	.00	125.00	125.00	.0
	TOTAL CHARGES FOR SERVICE	660.20	2,066.70	6,025.00	3,958.30	34.3
<u>SDC REVENUE</u>						
110-345-4511	PARKS REIMBURSEMENT SDC	141.00	376.00	735.00	359.00	51.2
	TOTAL SDC REVENUE	141.00	376.00	735.00	359.00	51.2
<u>FINES & FORFEITURES</u>						
110-350-4625	MUNICIPAL COURT REVENUE	201.58	557.88	3,146.00	2,588.12	17.7
	TOTAL FINES & FORFEITURES	201.58	557.88	3,146.00	2,588.12	17.7
<u>LOAN PAYMENTS & PROCEEDS</u>						
110-360-4225	LOAN PROCEEDS	.00	.00	500,000.00	500,000.00	.0
	TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	500,000.00	500,000.00	.0
<u>OTHER REVENUE</u>						
110-370-4825	LIBRARY DONATIONS	1.85	1.85	.00	(1.85)	.0
110-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	418,700.00	418,700.00	.0
	TOTAL OTHER REVENUE	1.85	1.85	418,700.00	418,698.15	.0

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>						
110-385-4895	MISCELLANEOUS REVENUE	(.16)	101.84	2,250.00	2,148.16	4.5
	TOTAL MISCELLANEOUS REVENUE	(.16)	101.84	2,250.00	2,148.16	4.5
	TOTAL FUND REVENUE	115,292.09	122,542.26	1,864,012.00	1,741,469.74	6.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONAL SERVICES</u>					
110-410-5110 CITY ADMINISTRATOR	1,846.68	4,000.01	17,850.00	13,849.99	22.4
110-410-5114 CITY CLERK	848.00	1,746.06	5,828.00	4,081.94	30.0
110-410-5158 MAINTENANCE WORKER I	144.81	371.65	2,195.00	1,823.35	16.9
110-410-5220 OVERTIME	.00	4.20	84.00	79.80	5.0
110-410-5315 SOCIAL SECURITY/MEDICARE	217.20	468.30	1,978.00	1,509.70	23.7
110-410-5320 WORKER'S COMP	.64	11.69	457.00	445.31	2.6
110-410-5350 UNEMPLOYMENT	.00	.00	1,728.00	1,728.00	.0
110-410-5410 HEALTH INSURANCE	261.04	793.47	3,901.00	3,107.53	20.3
110-410-5450 PUBLIC EMPLOYEES RETIREMENT	415.75	920.51	5,095.00	4,174.49	18.1
TOTAL PERSONAL SERVICES	3,734.12	8,315.89	39,116.00	30,800.11	21.3
<u>MATERIALS & SERVICES</u>					
110-410-6110 AUDITING	.00	.00	5,500.00	5,500.00	.0
110-410-6112 LEGAL SERVICES	.00	434.67	2,500.00	2,065.33	17.4
110-410-6114 FINANCIAL SERVICES	351.75	664.25	6,215.00	5,550.75	10.7
110-410-6122 IT SERVICES	990.35	1,335.87	12,000.00	10,664.13	11.1
110-410-6124 COPIER CONTRACT	147.98	295.96	2,250.00	1,954.04	13.2
110-410-6128 OTHER CONTRACT SERVICES	39.33	978.66	12,500.00	11,521.34	7.8
110-410-6210 INSURANCE & BONDS	.00	1,619.34	6,426.00	4,806.66	25.2
110-410-6220 PUBLICATIONS, PRINTING & DUES	.00	1,325.93	1,400.00	74.07	94.7
110-410-6222 NEWSLETTER EXPENDITURE	.00	.00	1,200.00	1,200.00	.0
110-410-6226 POSTAGE	75.00	232.85	500.00	267.15	46.6
110-410-6228 PUBLIC NOTICES	.00	158.85	500.00	341.15	31.8
110-410-6230 OFFICE SUPPLIES/EQUIPMENT	79.47	98.88	2,000.00	1,901.12	4.9
110-410-6234 GENERAL SUPPLIES	.00	206.91	1,000.00	793.09	20.7
110-410-6238 BANK SERVICE CHARGES	25.13	52.66	1,000.00	947.34	5.3
110-410-6240 TRAVEL & TRAINING	.00	.00	5,700.00	5,700.00	.0
110-410-6290 MISCELLANEOUS	.00	184.51	500.00	315.49	36.9
110-410-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
110-410-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	100.00	100.00	.0
110-410-6334 NON-CAPITALIZED ASSETS	.00	.00	2,000.00	2,000.00	.0
110-410-6420 WATER SERVICES	509.98	901.02	1,398.00	496.98	64.5
110-410-6425 SEWER SERVICES	233.38	459.97	825.00	365.03	55.8
110-410-6430 ELECTRICITY SERVICES	.00	390.56	2,100.00	1,709.44	18.6
110-410-6435 INTERNET SERVICES	120.21	240.42	1,322.00	1,081.58	18.2
110-410-6440 TELEPHONE SERVICES	208.86	414.37	1,875.00	1,460.63	22.1
110-410-6445 REFUSE SERVICES	.00	.00	120.00	120.00	.0
110-410-6510 COUNCIL EXPENDITURE	.00	.00	2,000.00	2,000.00	.0
110-410-6512 STATE ETHICS COMMISSION	.00	.00	650.00	650.00	.0
TOTAL MATERIALS & SERVICES	2,781.44	9,995.68	74,581.00	64,585.32	13.4

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
110-410-8225 BUILDINGS & FACILITIES	.00	.00	185,700.00	185,700.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	185,700.00	185,700.00	.0
TOTAL ADMINISTRATION	6,515.56	18,311.57	299,397.00	281,085.43	6.1
<u>PARKS & RECREATION</u>					
<u>PERSONAL SERVICES</u>					
110-420-5110 CITY ADMINISTRATOR	371.88	910.21	4,463.00	3,552.79	20.4
110-420-5150 PUBLIC WORKS DIRECTOR	316.50	783.72	3,798.00	3,014.28	20.6
110-420-5152 UTILITY WORKER I	722.36	1,788.70	4,551.00	2,762.30	39.3
110-420-5154 UTILITY WORKER II	.00	.00	4,551.00	4,551.00	.0
110-420-5156 TEMPORARY/SEASONAL	720.75	1,878.14	3,028.00	1,149.86	62.0
110-420-5158 MAINTENANCE WORKER I	724.01	1,858.20	10,976.00	9,117.80	16.9
110-420-5220 OVERTIME	118.20	332.84	1,409.00	1,076.16	23.6
110-420-5315 SOCIAL SECURITY/MEDICARE	227.53	577.77	2,512.00	1,934.23	23.0
110-420-5320 WORKER'S COMP	1.56	134.03	1,670.00	1,535.97	8.0
110-420-5350 UNEMPLOYMENT	.00	.00	2,328.00	2,328.00	.0
110-420-5410 HEALTH INSURANCE	300.37	901.13	4,384.00	3,482.87	20.6
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	442.25	1,067.06	6,444.00	5,376.94	16.6
TOTAL PERSONAL SERVICES	3,945.41	10,231.80	50,114.00	39,882.20	20.4

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-420-6122	78.60	154.45	.00	(154.45)	.0
110-420-6128	.00	1,560.00	20,000.00	18,440.00	7.8
110-420-6210	.00	1,826.14	1,861.00	34.86	98.1
110-420-6234	230.47	1,782.09	2,000.00	217.91	89.1
110-420-6238	.00	.00	4.00	4.00	.0
110-420-6290	.00	.00	500.00	500.00	.0
110-420-6320	.00	.00	3,000.00	3,000.00	.0
110-420-6324	.00	266.53	2,000.00	1,733.47	13.3
110-420-6328	.00	.00	1,000.00	1,000.00	.0
110-420-6330	.00	1,375.00	2,000.00	625.00	68.8
110-420-6334	.00	.00	11,000.00	11,000.00	.0
110-420-6339	.00	.00	10,000.00	10,000.00	.0
110-420-6420	705.04	1,365.44	25,000.00	23,634.56	5.5
110-420-6425	127.88	252.04	1,650.00	1,397.96	15.3
110-420-6430	.00	314.57	2,129.00	1,814.43	14.8
110-420-6445	.00	.00	365.00	365.00	.0
110-420-6535	.00	1,140.00	.00	(1,140.00)	.0
110-420-6710	.00	295.65	1,500.00	1,204.35	19.7
TOTAL MATERIALS & SERVICES	1,141.99	10,331.91	84,009.00	73,677.09	12.3
<u>CAPITAL OUTLAY</u>					
110-420-8520	57.00	57.00	740,000.00	739,943.00	.0
TOTAL CAPITAL OUTLAY	57.00	57.00	740,000.00	739,943.00	.0
TOTAL PARKS & RECREATION	5,144.40	20,620.71	874,123.00	853,502.29	2.4
<u>POLICE</u>					
<u>MATERIALS & SERVICES</u>					
110-430-6118	2,534.60	2,534.60	29,530.00	26,995.40	8.6
TOTAL MATERIALS & SERVICES	2,534.60	2,534.60	29,530.00	26,995.40	8.6
TOTAL POLICE	2,534.60	2,534.60	29,530.00	26,995.40	8.6
<u>COMMUNITY DEVELOPMENT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-440-5110 CITY ADMINISTRATOR	371.88	910.21	4,463.00	3,552.79	20.4
110-440-5315 SOCIAL SECURITY/MEDICARE	28.46	69.65	341.00	271.35	20.4
110-440-5320 WORKER'S COMP	.06	.79	68.00	67.21	1.2
110-440-5350 UNEMPLOYMENT	.00	.00	360.00	360.00	.0
110-440-5410 HEALTH INSURANCE	32.44	97.30	484.00	386.70	20.1
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	73.00	154.54	876.00	721.46	17.6
TOTAL PERSONAL SERVICES	505.84	1,232.49	6,592.00	5,359.51	18.7
<u>MATERIALS & SERVICES</u>					
110-440-6116 ENGINEERING SERVICES	2,461.50	4,821.50	20,000.00	15,178.50	24.1
110-440-6122 IT SERVICES	17.50	33.90	.00	(33.90)	.0
110-440-6128 OTHER CONTRACT SERVICES	.00	7,500.00	10,000.00	2,500.00	75.0
110-440-6210 INSURANCE & BONDS	.00	264.49	.00	(264.49)	.0
110-440-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	100.00	100.00	.0
110-440-6226 POSTAGE	25.00	25.00	175.00	150.00	14.3
110-440-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-440-6522 LAND USE & DEVELOPMENT COSTS	5,344.13	5,344.13	20,000.00	14,655.87	26.7
TOTAL MATERIALS & SERVICES	7,848.13	17,989.02	50,525.00	32,535.98	35.6
<u>CAPITAL OUTLAY</u>					
110-440-8225 BUILDINGS & FACILITIES	7,358.00	7,483.94	10,000.00	2,516.06	74.8
TOTAL CAPITAL OUTLAY	7,358.00	7,483.94	10,000.00	2,516.06	74.8
TOTAL COMMUNITY DEVELOPMENT	15,711.97	26,705.45	67,117.00	40,411.55	39.8
<u>LIBRARY</u>					
<u>PERSONAL SERVICES</u>					
110-450-5130 LIBRARIAN/SPECIAL EVENTS	.00	.00	16,380.00	16,380.00	.0
110-450-5156 TEMPORARY/ SEASONAL	144.15	375.64	606.00	230.36	62.0
110-450-5158 MAINTENANCE WORKER I	144.81	371.65	2,194.00	1,822.35	16.9
110-450-5315 SOCIAL SECURITY/MEDICARE	22.11	57.18	1,467.00	1,409.82	3.9
110-450-5320 WORKER'S COMP	.19	6.84	326.00	319.16	2.1
110-450-5350 UNEMPLOYMENT	.00	.00	1,323.00	1,323.00	.0
110-450-5410 HEALTH INSURANCE	.00	.00	4,833.00	4,833.00	.0
110-450-5450 PUBLIC EMPLOYEES RETIREMENT	28.43	71.02	3,764.00	3,692.98	1.9
TOTAL PERSONAL SERVICES	339.69	882.33	30,893.00	30,010.67	2.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-450-6122	IT SERVICES	232.09	281.64	1,460.00	1,178.36 19.3
110-450-6128	OTHER CONTRACT SERVICES	.00	.00	500.00	500.00 .0
110-450-6210	INSURANCE & BONDS	.00	7.02	.00	(7.02) .0
110-450-6226	POSTAGE	5.00	5.00	50.00	45.00 10.0
110-450-6230	OFFICE SUPPLIES/EQUIPMENT	.00	.00	500.00	500.00 .0
110-450-6234	GENERAL SUPPLIES	.00	204.46	1,500.00	1,295.54 13.6
110-450-6238	BANK SERVICE CHARGES	.00	.00	1.00	1.00 .0
110-450-6290	MISCELLANEOUS	.00	.00	250.00	250.00 .0
110-450-6320	BUILDING REPAIR & MAINTENANCE	.00	140.00	1,656.00	1,516.00 8.5
110-450-6420	WATER SERVICES	10.24	18.01	950.00	931.99 1.9
110-450-6425	SEWER SERVICES	15.99	31.51	750.00	718.49 4.2
110-450-6430	ELECTRICITY SERVICES	.00	47.29	2,400.00	2,352.71 2.0
110-450-6435	INTERNET SERVICES	46.24	92.48	780.00	687.52 11.9
110-450-6440	TELEPHONE SERVICES	32.32	65.34	350.00	284.66 18.7
110-450-6445	REFUSE SERVICES	.00	.00	525.00	525.00 .0
110-450-6530	SUMMER READING PROGRAM	.00	.00	1,000.00	1,000.00 .0
	TOTAL MATERIALS & SERVICES	341.88	892.75	12,672.00	11,779.25 7.1
<u>CAPITAL OUTLAY</u>					
110-450-8225	BUILDINGS & FACILITIES	5,491.52	18,470.87	307,115.00	288,644.13 6.0
	TOTAL CAPITAL OUTLAY	5,491.52	18,470.87	307,115.00	288,644.13 6.0
	TOTAL LIBRARY	6,173.09	20,245.95	350,680.00	330,434.05 5.8
<u>CODE ENFORCEMENT</u>					
<u>PERSONAL SERVICES</u>					
110-460-5110	CITY ADMINISTRATOR	371.88	910.21	4,463.00	3,552.79 20.4
110-460-5150	PUBLIC WORKS DIRECTOR	316.50	783.72	3,798.00	3,014.28 20.6
110-460-5220	OVERTIME	15.06	39.71	315.00	275.29 12.6
110-460-5315	SOCIAL SECURITY/MEDICARE	53.81	132.62	341.00	208.38 38.9
110-460-5320	WORKER'S COMP	.15	4.19	154.00	149.81 2.7
110-460-5350	UNEMPLOYMENT	.00	.00	692.00	692.00 .0
110-460-5410	HEALTH INSURANCE	100.15	300.46	1,462.00	1,161.54 20.6
110-460-5450	PUBLIC EMPLOYEES RETIREMENT	138.09	312.57	1,684.00	1,371.43 18.6
	TOTAL PERSONAL SERVICES	995.64	2,483.48	12,909.00	10,425.52 19.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-460-6128 OTHER CONTRACT SERVICES	.00	124.00	.00	(124.00)	.0
110-460-6234 GENERAL SUPPLIES	.00	.00	100.00	100.00	.0
110-460-6238 BANK SERVICE CHARGES	.00	.00	1.00	1.00	.0
110-460-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
110-460-6445 REFUSE SERVICES	.00	.00	2,600.00	2,600.00	.0
TOTAL MATERIALS & SERVICES	.00	124.00	2,801.00	2,677.00	4.4
TOTAL CODE ENFORCEMENT	995.64	2,607.48	15,710.00	13,102.52	16.6
<u>TOURISM</u>					
<u>MATERIALS & SERVICES</u>					
110-470-6224 MARKETING	.00	.00	295.00	295.00	.0
110-470-6226 POSTAGE	5.00	5.00	100.00	95.00	5.0
110-470-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-470-6326 COVERED BRIDGE MAINTENANCE	.00	119.87	2,466.00	2,346.13	4.9
110-470-6527 COMMUNITY GRANT PROGRAM	87.32	204.01	3,000.00	2,795.99	6.8
TOTAL MATERIALS & SERVICES	92.32	328.88	6,111.00	5,782.12	5.4
TOTAL TOURISM	92.32	328.88	6,111.00	5,782.12	5.4
<u>MUNICIPAL COURT</u>					
<u>PERSONAL SERVICES</u>					
110-480-5110 CITY ADMINISTRATOR	551.47	1,089.80	4,463.00	3,373.20	24.4
110-480-5114 CITY CLERK	424.02	873.07	2,914.00	2,040.93	30.0
110-480-5220 OVERTIME	.00	2.10	42.00	39.90	5.0
110-480-5315 SOCIAL SECURITY/MEDICARE	74.63	150.34	567.00	416.66	26.5
110-480-5320 WORKER'S COMP	.22	3.81	135.00	131.19	2.8
110-480-5350 UNEMPLOYMENT	.00	.00	599.00	599.00	.0
110-480-5410 HEALTH INSURANCE	98.09	299.43	1,468.00	1,168.57	20.4
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	120.66	270.19	1,456.00	1,185.81	18.6
TOTAL PERSONAL SERVICES	1,269.09	2,688.74	11,644.00	8,955.26	23.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-480-6120	JUDGE CONTRACT	.00	200.00	1,250.00	1,050.00 16.0
110-480-6128	OTHER CONTRACT SERVICES	.00	660.03	1,000.00	339.97 66.0
110-480-6226	POSTAGE	5.00	5.00	50.00	45.00 10.0
110-480-6238	BANK SERVICE CHARGES	.00	.00	200.00	200.00 .0
110-480-6560	STATE ASSESSMENTS	90.00	135.00	630.00	495.00 21.4
110-480-6565	COURT COLLECTION FEES	.00	18.70	61.00	42.30 30.7
	TOTAL MATERIALS & SERVICES	95.00	1,018.73	3,191.00	2,172.27 31.9
	TOTAL MUNICIPAL COURT	1,364.09	3,707.47	14,835.00	11,127.53 25.0
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
110-800-7110	LOAN PRINCIPAL	.00	.00	298,000.00	298,000.00 .0
110-800-7111	LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	10,458.00	10,458.00 .0
110-800-7112	LOAN PRINCIPAL - ROLLING ROCK	.00	.00	68,171.00	68,171.00 .0
110-800-7510	LOAN INTEREST	667.28	1,334.56	8,010.00	6,675.44 16.7
110-800-7511	LOAN INTEREST - LIBRARY/CITY	.00	.00	12,194.00	12,194.00 .0
110-800-7512	LOAN INTEREST - ROLLING ROCK	.00	.00	9,526.00	9,526.00 .0
	TOTAL DEBT SERVICES	667.28	1,334.56	406,359.00	405,024.44 .3
	TOTAL DEBT SERVICE	667.28	1,334.56	406,359.00	405,024.44 .3
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
110-900-9590	CONTINGENCY	.00	.00	39,825.00	39,825.00 .0
110-900-9895	RESERVED FOR FUTURE USE - PARK	.00	.00	2,500.00	2,500.00 .0
110-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	168,248.00	168,248.00 .0
	TOTAL OTHER REQUIREMENTS	.00	.00	210,573.00	210,573.00 .0
	TOTAL OTHER REQUIREMENTS	.00	.00	210,573.00	210,573.00 .0
	TOTAL FUND EXPENDITURES	39,198.95	96,396.67	2,274,435.00	2,178,038.33 4.2

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	76,093.14	26,145.59	(410,423.00)	(436,568.59)	6.4

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

BUILDING FUND

ASSETS

220-1110	ALLOCATED CASH	46,943.20	
	TOTAL ASSETS		46,943.20

LIABILITIES AND EQUITY

LIABILITIES

220-2205	WAGES PAYABLE	281.93	
220-2210	PAYROLL TAXES PAYABLE	131.63	
220-2245	HEALTH INSURANCE PAYABLE	66.48	
220-2250	RETIREMENT PAYABLE	28.35	
	TOTAL LIABILITIES		508.39

FUND EQUITY

220-3100	BEGINNING FUND BALANCE	29,944.12	
	REVENUE OVER EXPENDITURES - YTD	16,490.69	
	BALANCE - CURRENT DATE	16,490.69	
	TOTAL FUND EQUITY		46,434.81
	TOTAL LIABILITIES AND EQUITY		46,943.20

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
220-315-4125 INTEREST EARNED	.74	1.78	.00	(1.78)	.0
TOTAL INVESTMENT EARNINGS	.74	1.78	.00	(1.78)	.0
<u>LICENSES & PERMITS</u>					
220-335-4356 BUILDING PERMIT FEES	10,440.87	28,001.94	45,000.00	16,998.06	62.2
220-335-4358 ELECTRICAL PERMIT FEES	1,168.96	3,369.76	5,250.00	1,880.24	64.2
TOTAL LICENSES & PERMITS	11,609.83	31,371.70	50,250.00	18,878.30	62.4
TOTAL FUND REVENUE	11,610.57	31,373.48	50,250.00	18,876.52	62.4

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
220-490-5110 CITY ADMINISTRATOR	179.59	179.59	.00	(179.59)	.0
220-490-5114 CITY CLERK	424.02	873.07	2,914.00	2,040.93	30.0
220-490-5220 OVERTIME	.00	2.10	42.00	39.90	5.0
220-490-5315 SOCIAL SECURITY/MEDICARE	46.17	80.69	226.00	145.31	35.7
220-490-5320 WORKER'S COMP	.16	1.61	54.00	52.39	3.0
220-490-5350 UNEMPLOYMENT	.00	.00	240.00	240.00	.0
220-490-5410 HEALTH INSURANCE	65.65	202.13	984.00	781.87	20.5
220-490-5450 PUBLIC EMPLOYEES RETIREMENT	47.66	115.66	580.00	464.34	19.9
TOTAL PERSONAL SERVICES	763.25	1,454.85	5,040.00	3,585.15	28.9
<u>MATERIALS & SERVICES</u>					
220-490-6110 AUDITING	.00	.00	500.00	500.00	.0
220-490-6112 LEGAL SERVICES	.00	.00	500.00	500.00	.0
220-490-6122 IT SERVICES	295.86	317.91	2,400.00	2,082.09	13.3
220-490-6150 BUILDING INSPECTION SERVICES	10,647.60	11,086.91	22,500.00	11,413.09	49.3
220-490-6152 ELECTRICAL INSPECTION SERVICES	1,473.75	1,473.75	2,625.00	1,151.25	56.1
220-490-6226 POSTAGE	5.00	5.00	.00	(5.00)	.0
220-490-6238 BANK SERVICE CHARGES	.00	.00	125.00	125.00	.0
220-490-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
220-490-6420 WATER SERVICES	4.09	7.20	175.00	167.80	4.1
220-490-6425 SEWER SERVICES	6.39	12.60	125.00	112.40	10.1
220-490-6430 ELECTRICITY SERVICES	.00	18.92	225.00	206.08	8.4
220-490-6435 INTERNET SERVICES	18.49	36.98	148.00	111.02	25.0
220-490-6440 TELEPHONE SERVICES	17.62	35.23	225.00	189.77	15.7
220-490-6445 REFUSE SERVICES	.00	.00	50.00	50.00	.0
220-490-6524 BUILDING STATE SURCHARGE	.00	397.44	5,850.00	5,452.56	6.8
220-490-6525 ELECTRICAL STATE SURCHARGE	.00	36.00	683.00	647.00	5.3
TOTAL MATERIALS & SERVICES	12,468.80	13,427.94	36,231.00	22,803.06	37.1
TOTAL NON-DEPARTMENTAL	13,232.05	14,882.79	41,271.00	26,388.21	36.1
<u>OTHER REQUIREMENTS</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
220-900-9590 CONTINGENCY	.00	.00	7,959.00	7,959.00	.0
220-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	20,875.00	20,875.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	28,834.00	28,834.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	28,834.00	28,834.00	.0
TOTAL FUND EXPENDITURES	13,232.05	14,882.79	70,105.00	55,222.21	21.2
NET REVENUE OVER EXPENDITURES	(1,621.48)	16,490.69	(19,855.00)	(36,345.69)	83.1

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

WATER FUND

ASSETS

230-1110	ALLOCATED CASH	116,682.22	
230-1115	CASH IN BANK - LGIP	40,378.51	
230-1510	ACCOUNTS RECEIVABLE	45,584.28	
230-1710	LAND	81,179.00	
230-1720	BUILDINGS & FACILITIES	35,875.00	
230-1730	EQUIPMENT & FURNISHINGS	108,645.38	
230-1740	VEHICLES & ROLLING STOCK	34,066.66	
230-1750	INFRASTRUCTURE	4,432,770.46	
230-1820	AD - BUILDINGS & FACILITIES	(19,711.68)	
230-1830	AD - EQUIPMENT & FURNISHINGS	(75,105.02)	
230-1840	AD - VEHICLES & ROLLING STOCK	(17,729.64)	
230-1850	AD - INFRASTRUCTURE	(2,255,795.60)	
	TOTAL ASSETS		<u>2,526,839.57</u>

LIABILITIES AND EQUITY

LIABILITIES

230-2205	WAGES PAYABLE	5,317.08	
230-2210	PAYROLL TAXES PAYABLE	2,419.70	
230-2245	HEALTH INSURANCE PAYABLE	2,139.66	
230-2250	RETIREMENT PAYABLE	1,280.14	
230-2255	DEFERRED COMP PAYABLE	127.51	
230-2520	UTILITY DEPOSITS	37,420.00	
230-2750	LONG TERM DEBT	1,051,825.87	
	TOTAL LIABILITIES		1,100,529.96

FUND EQUITY

230-3100	BEGINNING FUND BALANCE	41,481.94	
230-3275	GASB - FIXED ASSETS	2,324,194.56	
230-3277	GAAP - LONG TERM DEBT	(1,051,825.87)	
	REVENUE OVER EXPENDITURES - YTD	<u>112,458.98</u>	
	BALANCE - CURRENT DATE	<u>112,458.98</u>	
	TOTAL FUND EQUITY		<u>1,426,309.61</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,526,839.57</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
230-315-4125	19.59	40.58	2,200.00	2,159.42	1.8
	19.59	40.58	2,200.00	2,159.42	1.8
<u>GRANT REVENUES</u>					
230-325-4151	54,248.82	54,248.82	120,000.00	65,751.18	45.2
	54,248.82	54,248.82	120,000.00	65,751.18	45.2
<u>LICENSES & PERMITS</u>					
230-335-4370	750.00	2,000.00	2,750.00	750.00	72.7
	750.00	2,000.00	2,750.00	750.00	72.7
<u>CHARGES FOR SERVICE</u>					
230-340-4425	41,567.72	117,561.65	364,700.00	247,138.35	32.2
230-340-4426	.00	1,471.37	10,000.00	8,528.63	14.7
230-340-4435	328.64	1,209.29	4,240.00	3,030.71	28.5
230-340-4450	217.50	607.50	1,500.00	892.50	40.5
	42,113.86	120,849.81	380,440.00	259,590.19	31.8
<u>SDC REVENUE</u>					
230-345-4531	2,235.00	5,960.00	7,450.00	1,490.00	80.0
	2,235.00	5,960.00	7,450.00	1,490.00	80.0
<u>MISCELLANEOUS REVENUE</u>					
230-385-4895	.00	.00	500.00	500.00	.0
	.00	.00	500.00	500.00	.0
	99,367.27	183,099.21	513,340.00	330,240.79	35.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
230-490-5110	CITY ADMINISTRATOR	3,482.02	6,442.86	24,544.00	18,101.14 26.3
230-490-5114	CITY CLERK	3,392.04	6,984.31	23,310.00	16,325.69 30.0
230-490-5150	PUBLIC WORKS DIRECTOR	2,690.32	6,661.75	32,284.00	25,622.25 20.6
230-490-5152	UTILITY WORKER I	3,070.08	7,602.10	19,341.00	11,738.90 39.3
230-490-5154	UTILITY WORKER II	.00	.00	19,341.00	19,341.00 .0
230-490-5156	TEMPORARY/ SEASONAL	144.15	375.64	606.00	230.36 62.0
230-490-5158	MAINTENANCE WORKER I	217.20	557.45	3,293.00	2,735.55 16.9
230-490-5220	OVERTIME	566.42	1,600.23	5,000.00	3,399.77 32.0
230-490-5315	SOCIAL SECURITY/MEDICARE	1,037.51	2,312.17	9,993.00	7,680.83 23.1
230-490-5320	WORKER'S COMP	4.35	492.01	6,317.00	5,824.99 7.8
230-490-5350	UNEMPLOYMENT	.00	.00	10,420.00	10,420.00 .0
230-490-5410	HEALTH INSURANCE	2,130.23	6,431.99	31,270.00	24,838.01 20.6
230-490-5450	PUBLIC EMPLOYEES RETIREMENT	2,067.41	4,922.64	25,639.00	20,716.36 19.2
	TOTAL PERSONAL SERVICES	18,801.73	44,383.15	211,358.00	166,974.85 21.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
230-490-6110	.00	.00	6,000.00	6,000.00	.0
230-490-6112	.00	.00	500.00	500.00	.0
230-490-6114	351.75	664.25	4,100.00	3,435.75	16.2
230-490-6116	134.00	3,785.50	1,500.00	(2,285.50)	252.4
230-490-6122	1,130.13	1,487.76	5,500.00	4,012.24	27.1
230-490-6128	78.65	157.30	8,500.00	8,342.70	1.9
230-490-6210	.00	8,736.69	8,000.00	(736.69)	109.2
230-490-6220	.00	.00	1,200.00	1,200.00	.0
230-490-6226	190.00	190.00	1,100.00	910.00	17.3
230-490-6230	.00	.00	3,500.00	3,500.00	.0
230-490-6234	.00	.00	3,000.00	3,000.00	.0
230-490-6238	272.51	514.61	4,000.00	3,485.39	12.9
230-490-6240	.00	.00	1,500.00	1,500.00	.0
230-490-6290	.00	.00	1,500.00	1,500.00	.0
230-490-6320	.00	.00	3,000.00	3,000.00	.0
230-490-6324	.00	.00	5,000.00	5,000.00	.0
230-490-6330	.00	950.97	17,000.00	16,049.03	5.6
230-490-6334	.00	.00	2,000.00	2,000.00	.0
230-490-6420	60.79	116.87	500.00	383.13	23.4
230-490-6425	63.94	126.02	775.00	648.98	16.3
230-490-6430	.00	3,165.33	19,800.00	16,634.67	16.0
230-490-6435	75.00	150.00	900.00	750.00	16.7
230-490-6440	247.65	495.94	3,950.00	3,454.06	12.6
230-490-6445	.00	41.50	540.00	498.50	7.7
230-490-6710	.00	140.00	2,000.00	1,860.00	7.0
230-490-6712	.00	.00	1,500.00	1,500.00	.0
230-490-6750	.00	2,077.28	18,000.00	15,922.72	11.5
230-490-6755	54.00	246.60	6,400.00	6,153.40	3.9
230-490-6758	.00	1,495.00	3,200.00	1,705.00	46.7
230-490-6760	1,715.46	1,715.46	18,235.00	16,519.54	9.4
TOTAL MATERIALS & SERVICES	4,373.88	26,257.08	152,700.00	126,442.92	17.2
TOTAL NON-DEPARTMENTAL	23,175.61	70,640.23	364,058.00	293,417.77	19.4
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
230-700-8335	.00	.00	27,500.00	27,500.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	27,500.00	27,500.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	27,500.00	27,500.00	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>DEBT SERVICE</u>						
<u>DEBT SERVICES</u>						
230-800-7122	LOAN PRINCIPAL - J05001 SPWF	.00	.00	4,962.00	4,962.00	.0
230-800-7124	LOAN PRINCIPAL - RUS 91-03	.00	.00	16,991.00	16,991.00	.0
230-800-7125	LOAN PRINCIPAL - L21001	.00	.00	7,651.00	7,651.00	.0
230-800-7522	LOAN INTEREST - J05001 SPWF	.00	.00	2,705.00	2,705.00	.0
230-800-7524	LOAN INTEREST - RUS 91-03	.00	.00	22,390.00	22,390.00	.0
230-800-7525	LOAN INTEREST - L21001	.00	.00	3,915.00	3,915.00	.0
	TOTAL DEBT SERVICES	.00	.00	58,614.00	58,614.00	.0
	TOTAL DEBT SERVICE	.00	.00	58,614.00	58,614.00	.0
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
230-900-9590	CONTINGENCY	.00	.00	35,532.00	35,532.00	.0
230-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	73,190.00	73,190.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	108,722.00	108,722.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	108,722.00	108,722.00	.0
	TOTAL FUND EXPENDITURES	23,175.61	70,640.23	558,894.00	488,253.77	12.6
	NET REVENUE OVER EXPENDITURES	76,191.66	112,458.98	(45,554.00)	(158,012.98)	246.9

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	36,415.41	
240-1115	CASH IN BANK - LGIP	137,571.65	
240-1510	ACCOUNTS RECEIVABLE	35,152.51	
240-1710	LAND	11,000.00	
240-1720	BUILDINGS & FACILITIES	89,114.40	
240-1730	EQUIPMENT & FURNISHINGS	68,330.05	
240-1740	VEHICLES & ROLLING STOCK	21,779.50	
240-1750	INFRASTRUCTURE	4,708,963.28	
240-1820	AD - BUILDINGS & FACILITIES	(42,695.71)	
240-1830	AD - EQUIPMENT & FURNISHINGS	(28,515.11)	
240-1840	AD - VEHICLES & ROLLING STOCK	(5,444.88)	
240-1850	AD - INFRASTRUCTURE	(2,898,225.48)	
	TOTAL ASSETS		<u>2,133,445.62</u>

LIABILITIES AND EQUITY

LIABILITIES

240-2205	WAGES PAYABLE	5,317.13	
240-2210	PAYROLL TAXES PAYABLE	2,419.63	
240-2245	HEALTH INSURANCE PAYABLE	2,139.61	
240-2250	RETIREMENT PAYABLE	1,280.16	
240-2255	DEFERRED COMP PAYABLE	127.48	
240-2750	LONG TERM DEBT	547,119.72	
	TOTAL LIABILITIES		558,403.73

FUND EQUITY

240-3100	BEGINNING FUND BALANCE	184,427.11	
240-3275	GASB - FIXED ASSETS	1,924,306.05	
240-3277	GAAP - LONG TERM DEBT	(547,119.72)	
	REVENUE OVER EXPENDITURES - YTD	<u>13,428.45</u>	
	BALANCE - CURRENT DATE	<u>13,428.45</u>	
	TOTAL FUND EQUITY		<u>1,575,041.89</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,133,445.62</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
240-315-4125 INTEREST EARNED	65.14	135.44	2,150.00	2,014.56	6.3
TOTAL INVESTMENT EARNINGS	65.14	135.44	2,150.00	2,014.56	6.3
<u>GRANT REVENUES</u>					
240-325-4151 SEWER - OPERATING GRANTS	.00	.00	20,000.00	20,000.00	.0
TOTAL GRANT REVENUES	.00	.00	20,000.00	20,000.00	.0
<u>LICENSES & PERMITS</u>					
240-335-4370 WATER/SEWER CONNECTION PERMIT	345.00	920.00	1,150.00	230.00	80.0
TOTAL LICENSES & PERMITS	345.00	920.00	1,150.00	230.00	80.0
<u>CHARGES FOR SERVICE</u>					
240-340-4425 WATER/SEWER SALES	33,172.44	100,561.56	406,700.00	306,138.44	24.7
240-340-4450 WATER/SEWER PENALTIES	217.50	537.50	2,200.00	1,662.50	24.4
TOTAL CHARGES FOR SERVICE	33,389.94	101,099.06	408,900.00	307,800.94	24.7
<u>SDC REVENUE</u>					
240-345-4541 SEWER REIMBURSEMENT SDC	1,854.00	4,944.00	6,180.00	1,236.00	80.0
TOTAL SDC REVENUE	1,854.00	4,944.00	6,180.00	1,236.00	80.0
<u>MISCELLANEOUS REVENUE</u>					
240-385-4895 MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
TOTAL FUND REVENUE	35,654.08	107,098.50	438,880.00	331,781.50	24.4

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
240-490-5110	CITY ADMINISTRATOR	3,481.97	6,442.82	24,544.00	18,101.18 26.3
240-490-5114	CITY CLERK	3,392.00	6,984.24	23,310.00	16,325.76 30.0
240-490-5150	PUBLIC WORKS DIRECTOR	2,690.34	6,661.79	32,284.00	25,622.21 20.6
240-490-5152	UTILITY WORKER I	3,070.04	7,602.00	19,341.00	11,739.00 39.3
240-490-5154	UTILITY WORKER II	.00	.00	19,341.00	19,341.00 .0
240-490-5156	TEMPORARY/ SEASONAL	144.15	375.64	606.00	230.36 62.0
240-490-5158	MAINTENANCE WORKER I	217.20	557.45	3,293.00	2,735.55 16.9
240-490-5220	OVERTIME	566.43	1,600.25	7,663.00	6,062.75 20.9
240-490-5315	SOCIAL SECURITY/MEDICARE	1,037.52	2,312.17	9,993.00	7,680.83 23.1
240-490-5320	WORKER'S COMP	4.35	427.60	5,716.00	5,288.40 7.5
240-490-5350	UNEMPLOYMENT	.00	.00	10,420.00	10,420.00 .0
240-490-5410	HEALTH INSURANCE	2,130.22	6,431.96	31,270.00	24,838.04 20.6
240-490-5450	PUBLIC EMPLOYEES RETIREMENT	2,067.40	4,922.63	25,639.00	20,716.37 19.2
	TOTAL PERSONAL SERVICES	18,801.62	44,318.55	213,420.00	169,101.45 20.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
240-490-6110	.00	.00	6,000.00	6,000.00	.0
240-490-6112	.00	.00	500.00	500.00	.0
240-490-6114	351.75	664.25	5,000.00	4,335.75	13.3
240-490-6116	.00	.00	2,500.00	2,500.00	.0
240-490-6122	1,130.13	1,487.76	5,500.00	4,012.24	27.1
240-490-6128	378.65	757.30	8,600.00	7,842.70	8.8
240-490-6210	.00	8,307.21	9,000.00	692.79	92.3
240-490-6220	.00	.00	1,200.00	1,200.00	.0
240-490-6226	190.00	190.00	1,100.00	910.00	17.3
240-490-6230	.00	.00	500.00	500.00	.0
240-490-6234	.00	59.93	2,500.00	2,440.07	2.4
240-490-6238	272.51	514.61	4,000.00	3,485.39	12.9
240-490-6240	.00	.00	1,500.00	1,500.00	.0
240-490-6290	.00	49.99	500.00	450.01	10.0
240-490-6320	180.00	180.00	3,000.00	2,820.00	6.0
240-490-6324	318.85	647.35	5,000.00	4,352.65	13.0
240-490-6330	.00	833.34	15,000.00	14,166.66	5.6
240-490-6334	.00	.00	7,500.00	7,500.00	.0
240-490-6420	406.82	1,758.15	21,500.00	19,741.85	8.2
240-490-6425	575.46	1,134.17	6,200.00	5,065.83	18.3
240-490-6430	.00	4,337.89	24,000.00	19,662.11	18.1
240-490-6435	.00	127.98	1,440.00	1,312.02	8.9
240-490-6440	232.53	465.91	2,200.00	1,734.09	21.2
240-490-6445	.00	41.50	9,450.00	9,408.50	.4
240-490-6520	.00	.00	3,000.00	3,000.00	.0
240-490-6710	.00	32.23	1,450.00	1,417.77	2.2
240-490-6712	.00	.00	1,500.00	1,500.00	.0
240-490-6750	871.00	1,741.03	15,500.00	13,758.97	11.2
240-490-6755	489.60	939.60	11,250.00	10,310.40	8.4
240-490-6758	.00	.00	3,000.00	3,000.00	.0
240-490-6760	1,703.99	1,703.99	19,344.00	17,640.01	8.8
TOTAL MATERIALS & SERVICES	7,101.29	25,974.19	198,734.00	172,759.81	13.1
TOTAL NON-DEPARTMENTAL	25,902.91	70,292.74	412,154.00	341,861.26	17.1
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
240-700-8335	.00	.00	6,000.00	6,000.00	.0
240-700-8550	23,377.31	23,377.31	.00	(23,377.31)	.0
TOTAL CAPITAL OUTLAY	23,377.31	23,377.31	6,000.00	(17,377.31)	389.6
TOTAL CAPITAL OUTLAY	23,377.31	23,377.31	6,000.00	(17,377.31)	389.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>DEBT SERVICE</u>						
<u>DEBT SERVICES</u>						
240-800-7110	LOAN PRINCIPAL - G02002	.00	.00	18,628.00	18,628.00	.0
240-800-7122	LOAN PRINCIPAL - J05001 SPWF	.00	.00	4,962.00	4,962.00	.0
240-800-7124	LOAN PRINCIPAL - RUS 92-05	.00	.00	6,794.00	6,794.00	.0
240-800-7510	LOAN INTEREST - G02002	.00	.00	8,043.00	8,043.00	.0
240-800-7522	LOAN INTEREST - J05001 SPWF	.00	.00	2,705.00	2,705.00	.0
240-800-7524	LOAN INTEREST - RUS 92-05	.00	.00	9,133.00	9,133.00	.0
TOTAL DEBT SERVICES		.00	.00	50,265.00	50,265.00	.0
TOTAL DEBT SERVICE		.00	.00	50,265.00	50,265.00	.0
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
240-900-9590	CONTINGENCY	.00	.00	40,342.00	40,342.00	.0
240-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	144,968.00	144,968.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	185,310.00	185,310.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	185,310.00	185,310.00	.0
TOTAL FUND EXPENDITURES		49,280.22	93,670.05	653,729.00	560,058.95	14.3
NET REVENUE OVER EXPENDITURES		(13,626.14)	13,428.45	(214,849.00)	(228,277.45)	6.3

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	44,704.19	
312-1115	CASH IN BANK - LGIP	35,686.84	
312-1720	BUILDINGS & FACILITIES	528.00	
312-1730	EQUIPMENT & FURNISHINGS	6,061.05	
312-1740	VEHICLES & ROLLING STOCK	11,299.83	
312-1750	INFRASTRUCTURE	1,610,571.62	
312-1820	AD - BUILDINGS & FACILITIES	(35.20)	
312-1830	AD - EQUIPMENT & FURNISHINGS	(1,361.79)	
312-1840	AD - VEHICLES & ROLLING STOCK	(2,824.95)	
312-1850	AD - INFRASTRUCTURE	(414,193.72)	
	TOTAL ASSETS		<u>1,290,435.87</u>

LIABILITIES AND EQUITY

LIABILITIES

312-2205	WAGES PAYABLE	516.34	
312-2210	PAYROLL TAXES PAYABLE	226.03	
312-2245	HEALTH INSURANCE PAYABLE	200.75	
312-2250	RETIREMENT PAYABLE	137.32	
312-2255	DEFERRED COMP PAYABLE	15.01	
312-2750	LONG TERM DEBT	83,091.72	
	TOTAL LIABILITIES		84,187.17

FUND EQUITY

312-3100	BEGINNING FUND BALANCE	76,010.79	
312-3275	GASB - FIXED ASSETS	1,210,044.84	
312-3277	GAAP - LONG TERM DEBT	(83,091.72)	
	REVENUE OVER EXPENDITURES - YTD	<u>3,284.79</u>	
	BALANCE - CURRENT DATE	<u>3,284.79</u>	
	TOTAL FUND EQUITY		<u>1,206,248.70</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,290,435.87</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
312-315-4125 INTEREST EARNED	17.42	36.51	1,400.00	1,363.49	2.6
TOTAL INVESTMENT EARNINGS	17.42	36.51	1,400.00	1,363.49	2.6
<u>INTERGOVERNMENTAL</u>					
312-320-4142 STATE DISTRIBUTIONS	6,022.93	13,234.09	64,212.00	50,977.91	20.6
TOTAL INTERGOVERNMENTAL	6,022.93	13,234.09	64,212.00	50,977.91	20.6
<u>SDC REVENUE</u>					
312-345-4513 TRANSPORTATION REIMBURSEMENT S	312.00	832.00	1,560.00	728.00	53.3
TOTAL SDC REVENUE	312.00	832.00	1,560.00	728.00	53.3
<u>MISCELLANEOUS REVENUE</u>					
312-385-4895 MISCELLANEOUS REVENUE	.00	.00	77.00	77.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	77.00	77.00	.0
TOTAL FUND REVENUE	6,352.35	14,102.60	67,249.00	53,146.40	21.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110 CITY ADMINISTRATOR	371.88	910.21	4,463.00	3,552.79	20.4
312-490-5150 PUBLIC WORKS DIRECTOR	316.50	783.72	3,798.00	3,014.28	20.6
312-490-5152 UTILITY WORKER I	361.20	894.40	2,275.00	1,380.60	39.3
312-490-5154 UTILITY WORKER II	.00	.00	2,275.00	2,275.00	.0
312-490-5156 TEMPORARY/ SEASONAL	288.30	751.27	1,210.00	458.73	62.1
312-490-5220 OVERTIME	66.63	186.29	861.00	674.71	21.6
312-490-5315 SOCIAL SECURITY/MEDICARE	107.38	269.61	1,140.00	870.39	23.7
312-490-5320 WORKER'S COMP	.54	124.11	1,350.00	1,225.89	9.2
312-490-5350 UNEMPLOYMENT	.00	.00	1,281.00	1,281.00	.0
312-490-5410 HEALTH INSURANCE	200.32	600.96	2,924.00	2,323.04	20.6
312-490-5450 PUBLIC EMPLOYEES RETIREMENT	219.10	512.28	2,929.00	2,416.72	17.5
TOTAL PERSONAL SERVICES	1,931.85	5,032.85	24,506.00	19,473.15	20.5
<u>MATERIALS & SERVICES</u>					
312-490-6110 AUDITING	.00	.00	1,812.00	1,812.00	.0
312-490-6114 FINANCIAL SERVICES	117.25	221.75	1,737.00	1,515.25	12.8
312-490-6116 ENGINEERING SERVICES	80.00	80.00	2,500.00	2,420.00	3.2
312-490-6122 IT SERVICES	383.95	459.99	2,102.00	1,642.01	21.9
312-490-6128 OTHER CONTRACT SERVICES	.00	.00	8,500.00	8,500.00	.0
312-490-6210 INSURANCE & BONDS	.00	3,034.14	2,225.00	(809.14)	136.4
312-490-6234 GENERAL SUPPLIES	.00	.00	200.00	200.00	.0
312-490-6238 BANK SERVICE CHARGES	.00	.00	2.00	2.00	.0
312-490-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
312-490-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	500.00	500.00	.0
312-490-6330 OTHER REPAIR & MAINTENANCE	.00	.00	10,000.00	10,000.00	.0
312-490-6334 NON-CAPITALIZED ASSETS	.00	.00	2,500.00	2,500.00	.0
312-490-6430 ELECTRICITY SERVICES	.00	1,989.08	13,250.00	11,260.92	15.0
312-490-6720 STORM DRAIN MAINTENANCE	.00	.00	1,218.00	1,218.00	.0
312-490-6724 STREET SIGNS	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	581.20	5,784.96	48,046.00	42,261.04	12.0
TOTAL NON-DEPARTMENTAL	2,513.05	10,817.81	72,552.00	61,734.19	14.9
<u>DEBT SERVICE</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICES</u>					
312-800-7125 LOAN PRINCIPAL - L21001	.00	.00	3,429.00	3,429.00	.0
312-800-7525 LOAN INTEREST - L21001	.00	.00	1,746.00	1,746.00	.0
TOTAL DEBT SERVICES	.00	.00	5,175.00	5,175.00	.0
TOTAL DEBT SERVICE	.00	.00	5,175.00	5,175.00	.0
 <u>OTHER REQUIREMENTS</u>					
 <u>OTHER REQUIREMENTS</u>					
312-900-9590 CONTINGENCY	.00	.00	7,368.00	7,368.00	.0
312-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	45,865.00	45,865.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	53,233.00	53,233.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	53,233.00	53,233.00	.0
TOTAL FUND EXPENDITURES	2,513.05	10,817.81	130,960.00	120,142.19	8.3
NET REVENUE OVER EXPENDITURES	3,839.30	3,284.79	(63,711.00)	(66,995.79)	5.2

CITY OF LOWELL
BALANCE SHEET
AUGUST 31, 2021

BLACKBERRY JAM FUND

ASSETS

314-1110	ALLOCATED CASH	15,658.60	
	TOTAL ASSETS		15,658.60

LIABILITIES AND EQUITY

FUND EQUITY

314-3100	BEGINNING FUND BALANCE	11,467.99	
	REVENUE OVER EXPENDITURES - YTD	4,190.61	
	BALANCE - CURRENT DATE	4,190.61	
	TOTAL FUND EQUITY		15,658.60
	TOTAL LIABILITIES AND EQUITY		15,658.60

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.25	.60	.00	(.60)	.0
TOTAL INVESTMENT EARNINGS	.25	.60	.00	(.60)	.0
<u>FUNDRAISING & EVENT REVENUE</u>					
314-380-4864 JAM SALES	.00	255.00	.00	(255.00)	.0
314-380-4866 QUILT RAFFLE SALES	625.00	4,338.00	4,000.00	(338.00)	108.5
314-380-4889 BBJ FESTIVAL OTHER REVENUE	.00	85.06	.00	(85.06)	.0
TOTAL FUNDRAISING & EVENT REVENUE	625.00	4,678.06	4,000.00	(678.06)	117.0
TOTAL FUND REVENUE	625.25	4,678.66	4,000.00	(678.66)	117.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
314-490-6122	IT SERVICES	12.40	59.00	500.00	441.00 11.8
314-490-6238	BANK SERVICE CHARGES	.00	17.90	.00 (17.90) .0
314-490-6705	RENT	80.00	160.00	1,250.00	1,090.00 12.8
314-490-6816	QUILT RAFFLE	.00	.00	4,000.00	4,000.00 .0
314-490-6852	CAR SHOW EXP	251.15	251.15	1,000.00	748.85 25.1
	TOTAL MATERIALS & SERVICES	343.55	488.05	6,750.00	6,261.95 7.2
	TOTAL NON-DEPARTMENTAL	343.55	488.05	6,750.00	6,261.95 7.2
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
314-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	7,795.00	7,795.00 .0
	TOTAL OTHER REQUIREMENTS	.00	.00	7,795.00	7,795.00 .0
	TOTAL OTHER REQUIREMENTS	.00	.00	7,795.00	7,795.00 .0
	TOTAL FUND EXPENDITURES	343.55	488.05	14,545.00	14,056.95 3.4
	NET REVENUE OVER EXPENDITURES	281.70	4,190.61	(10,545.00)	(14,735.61) 39.7

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

PARKS SDC FUND

ASSETS

410-1110	ALLOCATED CASH	18,910.35	
410-1115	CASH IN BANK - LGIP	47,698.45	
	TOTAL ASSETS		<u>66,608.80</u>

LIABILITIES AND EQUITY

FUND EQUITY

410-3100	BEGINNING FUND BALANCE	58,681.83	
	REVENUE OVER EXPENDITURES - YTD	7,926.97	
	BALANCE - CURRENT DATE	7,926.97	
	TOTAL FUND EQUITY		<u>66,608.80</u>
	TOTAL LIABILITIES AND EQUITY		<u>66,608.80</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
410-315-4125 INTEREST EARNED	22.52	46.97	200.00	153.03	23.5
TOTAL INVESTMENT EARNINGS	22.52	46.97	200.00	153.03	23.5
<u>SDC REVENUE</u>					
410-345-4510 PARK SDC FEES	2,955.00	7,880.00	14,775.00	6,895.00	53.3
TOTAL SDC REVENUE	2,955.00	7,880.00	14,775.00	6,895.00	53.3
TOTAL FUND REVENUE	2,977.52	7,926.97	14,975.00	7,048.03	52.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

PARKS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
410-900-9895	RESERVED FOR FUTURE USE - PARK	.00	.00	5,000.00	5,000.00	.0
410-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	67,725.00	67,725.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	72,725.00	72,725.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	72,725.00	72,725.00	.0
TOTAL FUND EXPENDITURES		.00	.00	72,725.00	72,725.00	.0
NET REVENUE OVER EXPENDITURES		2,977.52	7,926.97	(57,750.00)	(65,676.97)	13.7

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

STREETS SDC FUND

ASSETS

412-1110	ALLOCATED CASH	13,612.77	
412-1115	CASH IN BANK - LGIP	41,191.96	
	TOTAL ASSETS		<u>54,804.73</u>

LIABILITIES AND EQUITY

FUND EQUITY

412-3100	BEGINNING FUND BALANCE	50,028.24	
	REVENUE OVER EXPENDITURES - YTD	4,776.49	
	BALANCE - CURRENT DATE	4,776.49	
	TOTAL FUND EQUITY		<u>54,804.73</u>
	TOTAL LIABILITIES AND EQUITY		<u>54,804.73</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

STREETS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
412-315-4125	INTEREST EARNED	19.42	40.49	200.00	159.51	20.3
	TOTAL INVESTMENT EARNINGS	19.42	40.49	200.00	159.51	20.3
<u>SDC REVENUE</u>						
412-345-4512	TRANSPORTATION SDC	1,776.00	4,736.00	8,880.00	4,144.00	53.3
	TOTAL SDC REVENUE	1,776.00	4,736.00	8,880.00	4,144.00	53.3
	TOTAL FUND REVENUE	1,795.42	4,776.49	9,080.00	4,303.51	52.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
412-490-6128 OTHER CONTRACT SERVICES	.00	.00	5,000.00	5,000.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	5,000.00	5,000.00	.0
TOTAL NON-DEPARTMENTAL	.00	.00	5,000.00	5,000.00	.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
412-700-8530 STREET IMPROVEMENTS	.00	.00	40,000.00	40,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	40,000.00	40,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	40,000.00	40,000.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
412-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	13,710.00	13,710.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	13,710.00	13,710.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	13,710.00	13,710.00	.0
TOTAL FUND EXPENDITURES	.00	.00	58,710.00	58,710.00	.0
NET REVENUE OVER EXPENDITURES	1,795.42	4,776.49	(49,630.00)	(54,406.49)	9.6

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

WATER SDC FUND

ASSETS

430-1110	ALLOCATED CASH		44,558.38
430-1115	CASH IN BANK - LGIP		301,508.72
			<u>346,067.10</u>
	TOTAL ASSETS		<u>346,067.10</u>

LIABILITIES AND EQUITY

FUND EQUITY

430-3100	BEGINNING FUND BALANCE		329,227.75
	REVENUE OVER EXPENDITURES - YTD	16,839.35	
		<u>16,839.35</u>	
	BALANCE - CURRENT DATE		<u>16,839.35</u>
	TOTAL FUND EQUITY		<u>346,067.10</u>
	TOTAL LIABILITIES AND EQUITY		<u>346,067.10</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
430-315-4125	INTEREST EARNED	141.48	294.73	1,000.00	705.27	29.5
	TOTAL INVESTMENT EARNINGS	141.48	294.73	1,000.00	705.27	29.5
<u>SDC REVENUE</u>						
430-345-4530	WATER SDC	11,490.00	30,640.00	57,450.00	26,810.00	53.3
	TOTAL SDC REVENUE	11,490.00	30,640.00	57,450.00	26,810.00	53.3
	TOTAL FUND REVENUE	11,631.48	30,934.73	58,450.00	27,515.27	52.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
430-490-6128 OTHER CONTRACT SERVICES	14,095.38	14,095.38	102,446.00	88,350.62	13.8
TOTAL MATERIALS & SERVICES	14,095.38	14,095.38	102,446.00	88,350.62	13.8
TOTAL NON-DEPARTMENTAL	14,095.38	14,095.38	102,446.00	88,350.62	13.8
 <u>OTHER REQUIREMENTS</u>					
 <u>OTHER REQUIREMENTS</u>					
430-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	284,506.00	284,506.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	284,506.00	284,506.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	284,506.00	284,506.00	.0
TOTAL FUND EXPENDITURES	14,095.38	14,095.38	386,952.00	372,856.62	3.6
NET REVENUE OVER EXPENDITURES	(2,463.90)	16,839.35	(328,502.00)	(345,341.35)	5.1

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

SEWER SDC FUND

ASSETS

440-1110	ALLOCATED CASH	10,640.57	
440-1115	CASH IN BANK - LGIP	132,735.05	
	TOTAL ASSETS		<u>143,375.62</u>

LIABILITIES AND EQUITY

FUND EQUITY

440-3100	BEGINNING FUND BALANCE	146,159.38	
	REVENUE OVER EXPENDITURES - YTD	(2,783.76)	
	BALANCE - CURRENT DATE	(2,783.76)	
	TOTAL FUND EQUITY		<u>143,375.62</u>
	TOTAL LIABILITIES AND EQUITY		<u>143,375.62</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
440-315-4125	INTEREST EARNED	62.27	129.73	1,000.00	870.27	13.0
	TOTAL INVESTMENT EARNINGS	62.27	129.73	1,000.00	870.27	13.0
<u>SDC REVENUE</u>						
440-345-4540	SEWER SDC	3,213.00	8,568.00	16,065.00	7,497.00	53.3
	TOTAL SDC REVENUE	3,213.00	8,568.00	16,065.00	7,497.00	53.3
	TOTAL FUND REVENUE	3,275.27	8,697.73	17,065.00	8,367.27	51.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
440-490-6128 OTHER CONTRACT SERVICES	11,481.49	11,481.49	53,616.00	42,134.51	21.4
TOTAL MATERIALS & SERVICES	11,481.49	11,481.49	53,616.00	42,134.51	21.4
TOTAL NON-DEPARTMENTAL	11,481.49	11,481.49	53,616.00	42,134.51	21.4
 <u>OTHER REQUIREMENTS</u>					
 <u>OTHER REQUIREMENTS</u>					
440-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	109,194.00	109,194.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	109,194.00	109,194.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	109,194.00	109,194.00	.0
TOTAL FUND EXPENDITURES	11,481.49	11,481.49	162,810.00	151,328.51	7.1
NET REVENUE OVER EXPENDITURES	(8,206.22)	(2,783.76)	(145,745.00)	(142,961.24)	(1.9)

CITY OF LOWELL
BALANCE SHEET
AUGUST 31, 2021

STORMWATER SDC FUND

ASSETS

445-1110	ALLOCATED CASH	15,498.79	
445-1115	CASH IN BANK - LGIP	38,158.82	
	TOTAL ASSETS		53,657.61

LIABILITIES AND EQUITY

FUND EQUITY

445-3100	BEGINNING FUND BALANCE	47,976.04	
	REVENUE OVER EXPENDITURES - YTD	5,681.57	
	BALANCE - CURRENT DATE	5,681.57	
	TOTAL FUND EQUITY		53,657.61
	TOTAL LIABILITIES AND EQUITY		53,657.61

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2021

STORMWATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
445-315-4125	INTEREST EARNED	18.04	37.62	635.00	597.38	5.9
	TOTAL INVESTMENT EARNINGS	18.04	37.62	635.00	597.38	5.9
<u>SDC REVENUE</u>						
445-345-4545	STORM DRAINAGE SDC	2,278.95	5,643.95	10,095.00	4,451.05	55.9
	TOTAL SDC REVENUE	2,278.95	5,643.95	10,095.00	4,451.05	55.9
	TOTAL FUND REVENUE	2,296.99	5,681.57	10,730.00	5,048.43	53.0

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
445-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	59,008.00	59,008.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	59,008.00	59,008.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	59,008.00	59,008.00	.0
TOTAL FUND EXPENDITURES	.00	.00	59,008.00	59,008.00	.0
NET REVENUE OVER EXPENDITURES	2,296.99	5,681.57	(48,278.00)	(53,959.57)	11.8

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

WATER RESERVE FUND

ASSETS

520-1110	ALLOCATED CASH	39,396.91	
	TOTAL ASSETS		39,396.91

LIABILITIES AND EQUITY

FUND EQUITY

520-3100	BEGINNING FUND BALANCE	39,395.13	
	REVENUE OVER EXPENDITURES - YTD	1.78	
	BALANCE - CURRENT DATE	1.78	
	TOTAL FUND EQUITY		39,396.91
	TOTAL LIABILITIES AND EQUITY		39,396.91

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
520-315-4125	INTEREST EARNED	.74	1.78	4.00	2.22	44.5
	TOTAL INVESTMENT EARNINGS	.74	1.78	4.00	2.22	44.5
	TOTAL FUND REVENUE	.74	1.78	4.00	2.22	44.5

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

WATER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
520-900-9892 RESERVED FOR WATER BOND PYMT	.00	.00	39,402.00	39,402.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	39,402.00	39,402.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	39,402.00	39,402.00	.0
TOTAL FUND EXPENDITURES	.00	.00	39,402.00	39,402.00	.0
NET REVENUE OVER EXPENDITURES	.74	1.78	(39,398.00)	(39,399.78)	.0

CITY OF LOWELL
 BALANCE SHEET
 AUGUST 31, 2021

SEWER RESERVE FUND

ASSETS

521-1110	ALLOCATED CASH	15,751.57	
	TOTAL ASSETS		15,751.57

LIABILITIES AND EQUITY

FUND EQUITY

521-3100	BEGINNING FUND BALANCE	15,750.85	
	REVENUE OVER EXPENDITURES - YTD	.72	
	BALANCE - CURRENT DATE	.72	
	TOTAL FUND EQUITY		15,751.57
	TOTAL LIABILITIES AND EQUITY		15,751.57

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
521-315-4125	INTEREST EARNED	.30	.72	2.00	1.28	36.0
	TOTAL INVESTMENT EARNINGS	.30	.72	2.00	1.28	36.0
	TOTAL FUND REVENUE	.30	.72	2.00	1.28	36.0

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING AUGUST 31, 2021

SEWER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
521-900-9892 RESERVED FOR SEWER BOND PYMT	.00	.00	15,756.00	15,756.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	15,756.00	15,756.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	15,756.00	15,756.00	.0
TOTAL FUND EXPENDITURES	.00	.00	15,756.00	15,756.00	.0
NET REVENUE OVER EXPENDITURES	.30	.72	(15,754.00)	(15,754.72)	.0

Report Criteria:

Report type: GL detail

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

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
16588						
09/01/2021	16588	Baker, Max	240-490-6712	Operations & Supplies	Blower repair kit	374.36
09/01/2021	16588	Baker, Max	110-420-6234	General Supplies	Flags for Cemetery	65.98
Total 16588:						440.34
16589						
09/01/2021	16589	Banner Bank	110-410-6220	Publications, Printing & Du	Facebook ads	24.99
09/01/2021	16589	Banner Bank	314-490-6122	IT Services	One box	17.65
09/01/2021	16589	Banner Bank	110-410-6122	IT Services	Zoom	14.99
Total 16589:						57.63
16590						
09/01/2021	16590	Bee-Wilson, Lisa	110-470-6527	Community Grant Program	Quilt show postcards	50.00
Total 16590:						50.00
16591						
09/01/2021	16591	Cascade Columbia	230-490-6750	Chemicals & Lab Supplies	Tote of Pass C	1,452.57
Total 16591:						1,452.57
16592						
09/01/2021	16592	Charter Communications	240-490-6435	Internet Services	Internet	127.98
09/01/2021	16592	Charter Communications	110-410-6122	IT Services	Internet	89.99
Total 16592:						217.97
16593						
09/01/2021	16593	CIS Trust	110-410-6128	Other Contract Services	GASB 75 - OPEB valuation	38.38
09/01/2021	16593	CIS Trust	110-420-6128	Other Contract Services	GASB 75 - OPEB valuation	49.37
09/01/2021	16593	CIS Trust	110-440-6128	Other Contract Services	GASB 75 - OPEB valuation	5.49
09/01/2021	16593	CIS Trust	110-450-6128	Other Contract Services	GASB 75 - OPEB valuation	27.43
09/01/2021	16593	CIS Trust	110-460-6128	Other Contract Services	GASB 75 - OPEB valuation	10.97
09/01/2021	16593	CIS Trust	110-480-6128	Other Contract Services	GASB 75 - OPEB valuation	10.97
09/01/2021	16593	CIS Trust	220-490-6128	Other Contract Services	GASB 75 - OPEB valuation	5.49
09/01/2021	16593	CIS Trust	230-490-6128	Other Contract Services	GASB 75 - OPEB valuation	191.98
09/01/2021	16593	CIS Trust	240-490-6128	Other Contract Services	GASB 75 - OPEB valuation	191.98
09/01/2021	16593	CIS Trust	312-490-6128	Other Contract Services	GASB 75 - OPEB valuation	16.44
Total 16593:						548.50
16594						
09/01/2021	16594	City of Lowell	110-410-6420	Water Services	Water Service	421.05
09/01/2021	16594	City of Lowell	110-420-6420	Water Services	Water Service	993.14
09/01/2021	16594	City of Lowell	110-450-6420	Water Services	Water Service	8.74
09/01/2021	16594	City of Lowell	220-490-6420	Water Services	Water Service	3.50
09/01/2021	16594	City of Lowell	230-490-6420	Water Services	Water Service	60.97
09/01/2021	16594	City of Lowell	240-490-6420	Water Services	Water Service	1,163.26
09/01/2021	16594	City of Lowell	110-410-6425	Sewer Services	Sewer Service	233.38
09/01/2021	16594	City of Lowell	110-420-6425	Sewer Services	Sewer Service	127.88
09/01/2021	16594	City of Lowell	110-450-6425	Sewer Services	Sewer Service	15.99

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
09/01/2021	16594	City of Lowell	240-490-6425	Sewer Services	Sewer Service	6.39
09/01/2021	16594	City of Lowell	230-490-6425	Sewer Services	Sewer Service	63.94
09/01/2021	16594	City of Lowell	240-490-6425	Sewer Services	Sewer Service	575.46
Total 16594:						3,673.70
16595						
09/01/2021	16595	Floral Living	110-410-6290	Miscellaneous	condolence plant for Bakers	50.00
Total 16595:						50.00
16596						
09/01/2021	16596	Grainger	240-490-6234	General Supplies	Belt for Blower	122.76
Total 16596:						122.76
16597						
09/01/2021	16597	Lane Council of Governme	110-410-6122	IT Services	IT Service	1,978.80
Total 16597:						1,978.80
16598						
09/01/2021	16598	Lane Electric Cooperative	312-490-6430	Electricity Services	Electricity	994.54
09/01/2021	16598	Lane Electric Cooperative	240-490-6430	Electricity Services	Electricity	2,401.30
09/01/2021	16598	Lane Electric Cooperative	230-490-6430	Electricity Services	Electricity	1,779.41
09/01/2021	16598	Lane Electric Cooperative	220-490-6430	Electricity Services	Electricity	10.32
09/01/2021	16598	Lane Electric Cooperative	110-470-6326	Covered Bridge Maintenanc	Electricity	60.75
09/01/2021	16598	Lane Electric Cooperative	110-450-6430	Electricity Services	Electricity	25.81
09/01/2021	16598	Lane Electric Cooperative	110-420-6430	Electricity Services	Electricity	157.00
09/01/2021	16598	Lane Electric Cooperative	110-410-6430	Electricity Services	Electricity	193.66
Total 16598:						5,622.79
16599						
09/01/2021	16599	PBS Engieneering & Envio	110-450-8225	Buildings & Facilities	Lead and Asbestos study 70 N Pioneer	2,375.00
Total 16599:						2,375.00
16600						
09/01/2021	16600	Professional Credit Service	110-480-6565	Court Collection Fees	Collection Service Fee	23.35
Total 16600:						23.35
16601						
09/01/2021	16601	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	invoice 140578 BOD, TSS & E-coli for Se	225.00
09/01/2021	16601	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	invoice 140579 BOD, TSS & E-coli for Se	225.00
09/01/2021	16601	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	invoice 140733 BOD, TSS for Sewer pla	171.00
09/01/2021	16601	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	invoice 140877 E-coli for Sewer plant	54.00
09/01/2021	16601	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	invoice 141058 BOD, TSS for Sewer pla	171.00
09/01/2021	16601	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	invoice 140403 Bac-T for Water plant	39.60
09/01/2021	16601	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	invoice 140890 Bac-T for Water plant	39.60
Total 16601:						925.20
16602						
09/01/2021	16602	SaniPac	230-490-6445	Refuse Services	Refuse Services	44.40
09/01/2021	16602	SaniPac	240-490-6445	Refuse Services	Refuse Services	44.41

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
09/01/2021	16602	SaniPac	110-410-6445	Refuse Services	Dumpster for Main Street Property	329.56
Total 16602:						418.37
16603						
09/01/2021	16603	USA Blue Book	240-490-6710	Gas & Oil	Oil for Blower	150.07
09/01/2021	16603	USA Blue Book	240-490-6234	General Supplies	Filter Paper, Float for Recirc Pump	253.45
09/01/2021	16603	USA Blue Book	230-490-6750	Chemicals & Lab Supplies	Turbidity Standard 0.1 and 20. Reagent	1,358.32
09/01/2021	16603	USA Blue Book	230-490-6712	Operations & Supplies	Transmitter for line locator	1,049.95
Total 16603:						2,811.79
16605						
09/15/2021	16605	Banner Bank	240-490-6324	Equipment Repair & Maint	digester Blower Rebuild Kit	424.63
09/15/2021	16605	Banner Bank	110-450-6290	Miscellaneous	Pizza for Library Meeting	58.99
Total 16605:						483.62
16606						
09/15/2021	16606	BioLyneceus	240-490-6750	Chemicals & Lab Supplies	Probiotic Scrubber	1,721.24
Total 16606:						1,721.24
16607						
09/15/2021	16607	Cascade Columbia	240-490-6750	Chemicals & Lab Supplies	3 Drums of Hypo and 1Thiosulfate Sewer	748.00
Total 16607:						748.00
16608						
09/15/2021	16608	Caselle	110-410-6122	IT Services	Contract Support and Maintenance	234.34
09/15/2021	16608	Caselle	110-420-6122	IT Services	Contract Support and Maintenance	78.60
09/15/2021	16608	Caselle	110-440-6122	IT Services	Contract Support and Maintenance	17.50
09/15/2021	16608	Caselle	110-450-6122	IT Services	Contract Support and Maintenance	50.65
09/15/2021	16608	Caselle	220-490-6122	IT Services	Contract Support and Maintenance	23.70
09/15/2021	16608	Caselle	230-490-6122	IT Services	Contract Support and Maintenance	374.13
09/15/2021	16608	Caselle	240-490-6122	IT Services	Contract Support and Maintenance	374.13
09/15/2021	16608	Caselle	312-490-6122	IT Services	Contract Support and Maintenance	81.55
09/15/2021	16608	Caselle	314-490-6122	IT Services	Contract Support and Maintenance	12.40
Total 16608:						1,247.00
16609						
09/15/2021	16609	Century Link	110-410-6440	Telephone Services	Telephone Service	125.75
09/15/2021	16609	Century Link	110-450-6440	Telephone Services	Telephone Service	32.67
09/15/2021	16609	Century Link	220-490-6440	Telephone Services	Telephone Service	17.60
09/15/2021	16609	Century Link	230-490-6435	Internet Services	Internet Service	75.00
09/15/2021	16609	Century Link	230-490-6440	Telephone Services	Telephone Service	140.21
09/15/2021	16609	Century Link	240-490-6440	Telephone Services	Telephone Service	163.16
Total 16609:						554.39
16610						
09/15/2021	16610	Charter Communications	240-490-6435	Internet Services	Internet	127.98
Total 16610:						127.98

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
16611						
09/15/2021	16611	City of Oakridge	110-430-6118	Police Services	Police Service	2,534.60
Total 16611:						2,534.60
16612						
09/15/2021	16612	Covey Excavation LLC	312-490-6330	Other Repair & Maintenanc	New storm Outlets for D St	9,200.00
09/15/2021	16612	Covey Excavation LLC	240-490-6330	Other Repair & Maintenanc	Expose and Fill water line to Treatment P	430.00
Total 16612:						9,630.00
16613						
09/15/2021	16613	Ferguson	240-490-6324	Equipment Repair & Maint	Pump Parts for Sewer Plant	311.70
09/15/2021	16613	Ferguson	230-490-6330	Other Repair & Maintenanc	Raw Water Line Replacement Parts	1,119.79
Total 16613:						1,431.49
16614						
09/15/2021	16614	Grainger	230-490-6324	Equipment Repair & Maint	replacement shaft and propellers for carb	218.68
09/15/2021	16614	Grainger	230-490-6234	General Supplies	New Hoses	141.36
09/15/2021	16614	Grainger	240-490-6234	General Supplies	New Hoses	141.36
Total 16614:						501.40
16615						
09/15/2021	16615	Harris, Hunter	230-490-6234	General Supplies	Nitrile Gloves	105.00
09/15/2021	16615	Harris, Hunter	230-490-6234	General Supplies	Nitrile Gloves	105.00
Total 16615:						210.00
16616						
09/15/2021	16616	Hunter Communications	110-410-6435	Internet Services	Internet Service	120.21
09/15/2021	16616	Hunter Communications	110-450-6435	Internet Services	Internet Service	46.24
09/15/2021	16616	Hunter Communications	220-490-6435	Internet Services	Internet Service	18.49
Total 16616:						184.94
16617						
09/15/2021	16617	Lane Forest Products	110-460-6128	Other Contract Services	Yard debris Dumping	37.00
Total 16617:						37.00
16618						
09/15/2021	16618	Lowell Mini Storage	314-490-6705	Rent	Storage Rental Unit #L029	80.00
Total 16618:						80.00
16619						
09/15/2021	16619	Northwest Code Profession	220-490-6150	Building Inspection Service	Building Permit Cost	7,381.58
09/15/2021	16619	Northwest Code Profession	220-490-6152	Electrical Inspection Servic	Electrical Permit Cost	718.50
Total 16619:						8,100.08
16620						
09/15/2021	16620	OAWU	230-490-6220	Publications, Printing & Du	50% of OAWU membership	133.30
09/15/2021	16620	OAWU	240-490-6220	Publications, Printing & Du	50% of OAWU annual membership	133.30

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 16620:						266.60
16621						
09/15/2021	16621	Pacific Office Automation In	110-410-6128	Other Contract Services	Postage machine	39.33
09/15/2021	16621	Pacific Office Automation In	230-490-6128	Other Contract Services	postage machine	78.65
09/15/2021	16621	Pacific Office Automation In	240-490-6128	Other Contract Services	postage machine	78.65
Total 16621:						196.63
16622						
09/15/2021	16622	Peterson	230-490-6324	Equipment Repair & Maint	Generator Maintenance	3,692.53
09/15/2021	16622	Peterson	230-490-6324	Equipment Repair & Maint	Generator Rental	4,129.20
Total 16622:						7,821.73
16623						
09/15/2021	16623	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	invoice 141126 E-Coli for Sewer plant	54.00
09/15/2021	16623	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Invoice 141229 BOD ,TSS for Sewer Pla	171.00
09/15/2021	16623	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	invoice 141435 BOD TSS for Sewer Plan	171.00
09/15/2021	16623	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	invoice 141510 E-Coli for Sewer Plant	54.00
09/15/2021	16623	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	invoice 141308 Bac-T for Water Plant	39.60
Total 16623:						489.60
16624						
09/15/2021	16624	SAIF Corporation	110-410-5320	Worker's Comp	Workers Compensation Allocation	10.02
09/15/2021	16624	SAIF Corporation	110-420-5320	Worker's Comp	Workers Compensation Allocation	130.08
09/15/2021	16624	SAIF Corporation	110-440-5320	Worker's Comp	Workers Compensation Allocation	.59
09/15/2021	16624	SAIF Corporation	110-450-5320	Worker's Comp	Workers Compensation Allocation	6.35
09/15/2021	16624	SAIF Corporation	110-460-5320	Worker's Comp	Workers Compensation Allocation	3.76
09/15/2021	16624	SAIF Corporation	110-480-5320	Worker's Comp	Workers Compensation Allocation	3.29
09/15/2021	16624	SAIF Corporation	312-490-5320	Worker's Comp	Workers Compensation Allocation	1.29
09/15/2021	16624	SAIF Corporation	230-490-5320	Worker's Comp	Workers Compensation Allocation	481.29
09/15/2021	16624	SAIF Corporation	240-490-5320	Worker's Comp	Workers Compensation Allocation	416.83
09/15/2021	16624	SAIF Corporation	220-490-5320	Worker's Comp	Workers Compensation Allocation	122.67
Total 16624:						1,176.17
16625						
09/15/2021	16625	Sanders, Tim	240-490-6128	Other Contract Services	Monthly DRC fee for Collections	300.00
Total 16625:						300.00
16626						
09/15/2021	16626	SaniPac	230-490-6445	Refuse Services	Refuse Services	89.47
09/15/2021	16626	SaniPac	240-490-6445	Refuse Services	Refuse Services	89.48
Total 16626:						178.95
16627						
09/15/2021	16627	Southside Bank	110-800-7510	Loan Interest	Main Street Property - interest	667.28
Total 16627:						667.28
16628						
09/15/2021	16628	Staples Credit Plan	110-410-6230	Office Supplies/Equipment	Office Supplies	149.77

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 16628:						149.77
16629						
09/15/2021	16629	U.S. Equipment Finance	110-410-6124	Copier Contract	Copier Contract	147.98
Total 16629:						147.98
16630						
09/15/2021	16630	USA Blue Book	230-490-6750	Chemicals & Lab Supplies	StablCal Turn Standard	161.20
09/15/2021	16630	USA Blue Book	240-490-6234	General Supplies	Batteries for Sewer Camera	457.55
09/15/2021	16630	USA Blue Book	230-490-6324	Equipment Repair & Maint	Diaphragm for Carbon Pump	77.00
Total 16630:						695.75
16631						
09/15/2021	16631	Verizon Wireless	110-410-6440	Telephone Services	Cell Phone, tablet	79.75
09/15/2021	16631	Verizon Wireless	230-490-6440	Telephone Services	Cell Phone, tablet	108.15
09/15/2021	16631	Verizon Wireless	240-490-6440	Telephone Services	Cell Phone	68.50
Total 16631:						256.40
16632						
09/15/2021	16632	Wilson Architecture	110-450-8225	Buildings & Facilities	Library Renovation Project	6,062.16
Total 16632:						6,062.16
16633						
09/15/2021	16633	Voided Check	110-410-6290	Miscellaneous	Void Check	.01
09/15/2021	16633	Voided Check	110-410-6290	Miscellaneous	Void Check	.01-
Total 16633:						.00
16634						
09/23/2021	16634	CenturyLink Business Serv	110-410-6440	Telephone Services	Telephone Service	2.86
Total 16634:						2.86
16635						
09/23/2021	16635	Charter Communications	110-410-6122	IT Services	Internet	89.99
Total 16635:						89.99
16636						
09/23/2021	16636	City of Lowell	230-490-6760	Water/Sewer Franchise Fe	Water Franchise fees	1,962.85
Total 16636:						1,962.85
16637						
09/23/2021	16637	City of Lowell	240-490-6760	Water/Sewer Franchise Fe	Sewer Franchise Fees	1,578.99
Total 16637:						1,578.99
16638						
09/23/2021	16638	Civil West Engineering Ser	110-440-6116	Engineering Services	Engineering Service	3,250.00
09/23/2021	16638	Civil West Engineering Ser	430-490-6128	Other Contract Services	Engineering Service	12,735.57
09/23/2021	16638	Civil West Engineering Ser	440-490-6128	Other Contract Services	Engineering Service	9,353.50

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 16638:						25,339.07
16639						
09/23/2021	16639	Graham Landscape and D	110-420-6339	Maintenance - Nelson Lan	Maintenance- Nelson Land Donation	2,884.90
Total 16639:						2,884.90
16640						
09/23/2021	16640	Historical Research Assoc.,	110-420-8520	Parks Improvements	Archaeological Study - Rolling Rock Park	563.50
Total 16640:						563.50
16641						
09/23/2021	16641	Nichols, Layli	110-410-6114	Financial Services	Consulting Services	351.75
09/23/2021	16641	Nichols, Layli	312-490-6114	Financial Services	Consulting Services	117.25
09/23/2021	16641	Nichols, Layli	230-490-6114	Financial Services	Consulting Services	351.75
09/23/2021	16641	Nichols, Layli	240-490-6114	Financial Services	Consulting Services	351.75
Total 16641:						1,172.50
16642						
09/23/2021	16642	Nichols, Layli	230-490-6114	Financial Services	Consulting Services	300.00
09/23/2021	16642	Nichols, Layli	312-490-6114	Financial Services	Consulting Services	100.00
09/23/2021	16642	Nichols, Layli	110-410-6114	Financial Services	Consulting Services	300.00
09/23/2021	16642	Nichols, Layli	240-490-6114	Financial Services	Consulting Services	300.00
Total 16642:						1,000.00
16643						
09/23/2021	16643	Petty Cash	110-410-6290	Miscellaneous	deposit error	3.00
Total 16643:						3.00
16644						
09/23/2021	16644	Professional Credit Service	110-480-6565	Court Collection Fees	Collection Service Fee	4.67
Total 16644:						4.67
Grand Totals:						101,371.86

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	.01	25,470.26-	25,470.25-
110-410-5320	10.02	.00	10.02
110-410-6114	651.75	.00	651.75
110-410-6122	2,408.11	.00	2,408.11
110-410-6124	147.98	.00	147.98
110-410-6128	77.71	.00	77.71
110-410-6220	24.99	.00	24.99
110-410-6230	149.77	.00	149.77
110-410-6290	53.01	.01-	53.00
110-410-6420	421.05	.00	421.05

GL Account	Debit	Credit	Proof
110-410-6425	233.38	.00	233.38
110-410-6430	193.66	.00	193.66
110-410-6435	120.21	.00	120.21
110-410-6440	208.36	.00	208.36
110-410-6445	329.56	.00	329.56
110-420-5320	130.08	.00	130.08
110-420-6122	78.60	.00	78.60
110-420-6128	49.37	.00	49.37
110-420-6234	65.98	.00	65.98
110-420-6339	2,884.90	.00	2,884.90
110-420-6420	993.14	.00	993.14
110-420-6425	127.88	.00	127.88
110-420-6430	157.00	.00	157.00
110-420-8520	563.50	.00	563.50
110-430-6118	2,534.60	.00	2,534.60
110-440-5320	.59	.00	.59
110-440-6116	3,250.00	.00	3,250.00
110-440-6122	17.50	.00	17.50
110-440-6128	5.49	.00	5.49
110-450-5320	6.35	.00	6.35
110-450-6122	50.65	.00	50.65
110-450-6128	27.43	.00	27.43
110-450-6290	58.99	.00	58.99
110-450-6420	8.74	.00	8.74
110-450-6425	15.99	.00	15.99
110-450-6430	25.81	.00	25.81
110-450-6435	46.24	.00	46.24
110-450-6440	32.67	.00	32.67
110-450-8225	8,437.16	.00	8,437.16
110-460-5320	3.76	.00	3.76
110-460-6128	47.97	.00	47.97
110-470-6326	60.75	.00	60.75
110-470-6527	50.00	.00	50.00
110-480-5320	3.29	.00	3.29
110-480-6128	10.97	.00	10.97
110-480-6565	28.02	.00	28.02
110-800-7510	667.28	.00	667.28
220-2125	.00	8,301.85-	8,301.85-
220-490-5320	122.67	.00	122.67
220-490-6122	23.70	.00	23.70
220-490-6128	5.49	.00	5.49
220-490-6150	7,381.58	.00	7,381.58
220-490-6152	718.50	.00	718.50
220-490-6420	3.50	.00	3.50
220-490-6430	10.32	.00	10.32
220-490-6435	18.49	.00	18.49
220-490-6440	17.60	.00	17.60
230-2125	.00	19,964.90-	19,964.90-
230-490-5320	481.29	.00	481.29
230-490-6114	651.75	.00	651.75
230-490-6122	374.13	.00	374.13
230-490-6128	270.63	.00	270.63
230-490-6220	133.30	.00	133.30
230-490-6234	351.36	.00	351.36
230-490-6324	8,117.41	.00	8,117.41
230-490-6330	1,119.79	.00	1,119.79
230-490-6420	60.97	.00	60.97
230-490-6425	63.94	.00	63.94

GL Account	Debit	Credit	Proof
230-490-6430	1,779.41	.00	1,779.41
230-490-6435	75.00	.00	75.00
230-490-6440	248.36	.00	248.36
230-490-6445	133.87	.00	133.87
230-490-6712	1,049.95	.00	1,049.95
230-490-6750	2,972.09	.00	2,972.09
230-490-6755	118.80	.00	118.80
230-490-6760	1,962.85	.00	1,962.85
240-2125	.00	14,924.67-	14,924.67-
240-490-5320	416.83	.00	416.83
240-490-6114	651.75	.00	651.75
240-490-6122	374.13	.00	374.13
240-490-6128	570.63	.00	570.63
240-490-6220	133.30	.00	133.30
240-490-6234	975.12	.00	975.12
240-490-6324	736.33	.00	736.33
240-490-6330	430.00	.00	430.00
240-490-6420	1,163.26	.00	1,163.26
240-490-6425	581.85	.00	581.85
240-490-6430	2,401.30	.00	2,401.30
240-490-6435	255.96	.00	255.96
240-490-6440	231.66	.00	231.66
240-490-6445	133.89	.00	133.89
240-490-6710	150.07	.00	150.07
240-490-6712	374.36	.00	374.36
240-490-6750	2,469.24	.00	2,469.24
240-490-6755	1,296.00	.00	1,296.00
240-490-6760	1,578.99	.00	1,578.99
312-2125	.00	10,511.07-	10,511.07-
312-490-5320	1.29	.00	1.29
312-490-6114	217.25	.00	217.25
312-490-6122	81.55	.00	81.55
312-490-6128	16.44	.00	16.44
312-490-6330	9,200.00	.00	9,200.00
312-490-6430	994.54	.00	994.54
314-2125	.00	110.05-	110.05-
314-490-6122	30.05	.00	30.05
314-490-6705	80.00	.00	80.00
430-2125	.00	12,735.57-	12,735.57-
430-490-6128	12,735.57	.00	12,735.57
440-2125	.00	9,353.50-	9,353.50-
440-490-6128	9,353.50	.00	9,353.50
Grand Totals:	<u>101,371.88</u>	<u>101,371.88-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

City of Lowell, Oregon
Minutes of the City Council Regular Session & Executive Session
September 21, 2021

The Regular Session was called to order at 7:04 PM by Mayor Bennett.

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, Maureen Weathers, John Myers

Staff Present: CA Jeremy Caudle, Public Works Director Max Baker

Consent Agenda: Councilor Stratis moved to approve the Consent Agenda as presented, second by Councilor Myers. PASS 5:0

Public Comments: None

Council Comments: None

City Administrator Report: CA Caudle presented a report which gave a summary of his activities since the previous meeting. Referred to the upcoming Town Hall meeting regarding the Library option and the surveys that were sent out to the community for their input to assist in making the decision on the library option. Paul Fisher Park tree update, planning committee meeting, Vegetation cleanup on the area below Sunridge, and the American Rescue Plan initial payment.

Public works: Public Works Director Baker presented updates

Streets and Parks: installation of the new storm inlet on D St. Men's bathroom at Paul Fischer park closed for a second time this year due to vandalism.

Water Treatment Plant/Distribution: All samples have been only non-detects re blue-green algae. We have a contract to sell water for the fire crews at the Middle Fork complex fire. Waiting on parts and materials to repair three leaks in the distribution system.

Wastewater Treatment Plant/Collections

Civil West performed smoke testing of the entire Collections System last week.

The City is accepting Gray Water from the fire crew on the Middle Fork Complex.

One of the new RAS pumps is installed and running great. Waiting on parts and materials to complete installation of the second RAS pump.

Staff is working on Annual Maintenance and inspection to prepare for wet weather flows.

Old Business:

Motion to approve a "Task Outline and Fee Estimate for Landscape Architecture Services" with Dougherty Landscape Architect in the amount not to exceed \$45,300, and to authorize the City Administrator to sign. Councilor Harris moved to approve, second by Councilor Myers. PASS 5:0

Regular meeting recessed 7:23 pm

Public hearing called to order at 7:23 pm by Mayor Bennett

- Public hearing pursuant to O.R.S. 221.725 concerning the sale of the City of Lowell's real property located at 205 E. Main St
 - Presentation by H&H Northwest Companies, LLC
 - Presentation by Lowell Investment Properties, LLC

Public comment:

- Jon Burns, 10 Wetleau Drive, stated his support for Lowell Investment Properties, LLC
- Donna Holst, 298 E Main Street, voiced her agreement with Mr. Burns
- Hall O'Regan, 62 E 3rd St, stated his support for Lowell Investment Properties, LLC
- Richard Trimper, 551 E 1st Street, explained his support for Lowell Investment Properties, LLC
- Robert Burr, 556 E 1st Street, stated support for Lowell Investment Properties, LLC
- Bill George, 125 Marina Vista Way, reflected his observation of large corporations taking over small towns and keeping Lowell as a small town
- Patricia Jo Angelini, 239 S Pioneer Street, feels strongly that the community would want Lowell Investment Properties, LLC
- Alisha Wimberly, 40535 Jasper Lowell Rd, agreed that the town would benefit from not having a large corporation.
- Jesse Osborn, 105 N Alder Street, stated that she felt that staying local was more reflective of Lowell

Letters received:

- Joyce Weaver, 80445 Lost Creek Rd Dexter, OR gave opinion that Lowell should support local business by staying local
- Lisa Bee-Wilson, 250 N Hyland, stated that this was a very critical decision, and we need to protect the integrity of our small town
- Kathryn and Jon Juhlin, 503 Sunridge Lane, Ken and Mari Jones 780 N Moss Street, Julie Redner, 572 E 1st Street, and Mike Bruce (address not available) are opposed to the large corporation in Lowell

Public hearing was closed at 8:41 pm by Mayor Bennett

Regular City Council Meeting Reconvened at 8:41 pm

New Business:

- **Motion to approve sales order #TDLQ38310 and #TDLQ38311 in the amount not to exceed \$8,000 with Temple Display, Ltd., and to authorize the City Administrator to sign. Councilor Harris moved to approve second by Councilor Myers. PASS 5:0**

Citizen comments: Hall O'Regan, 62 E 3rd St, thanked the council for the Paul Fisher consideration

Regular meeting recessed 8:49pm

Executive Session Convened at 8:55 pm

To conduct deliberations with persons designated by the governing body to negotiate real property transactions, pursuant to O.R.S. 192.660(2)(e).

Adjourn the Executive Session at 9:45 pm

The Regular Meeting reconvened at 9:47 pm

- **Motion to authorize the City Administrator to engage in public negotiations with Lowell Investment Properties, LLC regarding the City’s real property located at 205 E. Main Street and to return to the council with those results. Councilor Harris moved to approve second by Councilor Stratis. PASS 5:0**

Mayor Comments: None

Councilor Comments: None

Adjourn the Regular Meeting: 9:49 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jeremy Caudle, City Recorder

Date

City of Lowell, Oregon
Minutes of the City Council Regular Session & Executive Session
October 5, 2021

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

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, Maureen Weathers, John Myers

Staff Present: CA Jeremy Caudle, Public Works Director Max Baker

Consent Agenda: Councilor Stratis moved to approve the Consent Agenda as presented, second by Councilor Myers. PASS 5:0

Public Comments: None

Council Comments: None

City Administrator Report: None

New Business:

1. Selection of a design option for the Maggie Osgood Library / City Hall construction project.

a. City Administrator presentation – Results from the household survey and town hall meeting

b. City Council questions and discussion

c. Comments from Mayor Bennett

- **Councilor Weathers made a Motion to select Option 1B for the Library/City Hall design, this was seconded by Councilor Harris. PASS 4:1. Mayor Bennet called for a roll call vote: Mayor Bennett Aye, Councilor Harris Aye, Councilor Stratis Aye, Councilor Myers Nay, Councilor Weathers Aye: PASS 4:1**
- **Councilor Weathers made a Motion to direct the City Administrator to apply for the loan in totality, pursue the Ford Family Grant, and initiate the sale of surplus properties to assist in financing the project. PASS 4:1. Mayor Bennet called for a roll call vote: Mayor Bennett Aye, Councilor Harris Aye, Councilor Stratis Aye, Councilor Myers Nay, Councilor Weathers Aye: PASS 4:1**

2. Review volunteer application submitted by William D. Priser for the Planning Commission. Councilor Stratis made a motion to appoint William Priser to the planning commission. This was seconded by Councilor Weathers. PASS 5:0

3. An “Option agreement for East Boundary Street property in Lowell, Oregon” in the amount of \$475.00 and to authorize the City Administrator to sign. CA presented option agreement; the City could exercise an option to purchase at any time within the next 3 years for the \$47,500.00 purchase price. This alternative provides a streamlined way for the City to acquire the property without having to spend \$47,500 right now. The County is agreeing to grant the City the option for \$475.00. Motion moved to authorize the City Administrator to sign “Option agreement for East Boundary Street property in Lowell,

Oregon” with Lane County in the amount of \$475.00 by Councilor Weathers; Councilor Harris offered a second. PASS 5:0

4. Motion to approve an “Animal Services Enforcement Services” contract with Lane County and to authorize the City Administrator to sign. CA Caudle presented Lane County is proposing to renew the agreement for 5 years. The City will be charged \$96.11 per hour for animal services. This includes calls related to animal bites, dangerous animals, injured animals, and neglect/abuse calls. Councilor Stratis made a motion to approve, Councilor Harris seconded. PASS 5:0

5. Resolution #770, “A resolution to add a signatory to the City of Lowell. Motion moved by Councilor Harris; second by Councilor Stratis. PASS 5:0

Other Business:

- 1. Paul Fisher park update regarding the Shade Tree discussion given by CA Caudle.**
Discussed the meeting involving Parks Committee Chair Hall O’Regan, Public Works Director Max Baker, CA Caudle, and David Dougherty of Dougherty Landscape Architects, toured the park and discussed design and planting options.

Community comments: None

Regular meeting adjourned at 8:24pm

Executive Session Convened at 8:31 pm

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, John Myers, Maureen Weathers,

Staff Present: CA Jeremy Caudle,

To conduct deliberations with persons designated by the governing body to negotiate real property transactions, pursuant to O.R.S. 192.660(2)(e).

Adjourn the Executive Session. At 8:45 pm

Mayor Comments: None

Councilor Comments: None

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jeremy Caudle, City Recorder

Date



City Administrator's Office
P.O. Box 490 Lowell, OR 97452
Phone: 541-359-8768
Email: jcaudle@ci.lowell.or.us

To: Mayor Bennett and City Council
From: Jeremy Caudle, City Administrator
Date: Friday, October 15, 2021
Re: Administrator's report for October

MEMO

This City Administrator's report covers activities since the September 21 regular meeting. A summary of major activities is as follows:

Library renovation project.

1. The City completed the town hall meeting and survey for the library and City Hall design options. Staff have been working on next steps regarding financing the project, as well as moving on to the next project phases with the architect. We will discuss both topics at the October 19 meeting.
2. Staff have a meeting scheduled with the architect and librarian consultant Penny Hummell on October 18 to discuss library operations planning.

Park renovation projects.

1. Landscape architect David Dougherty has created a tree plan and tree planting specifications for the Paul Fisher shade tree project. The Parks and Recreation Committee will be reviewing a shade tree program at its October 18 regular meeting for City Council review and approval. Graham Landscaping is preparing a quote to implement the shade tree plan that the landscape architect developed.
2. On September 21, City Council approved a contract with Dougherty Landscape Architects (DLA) for the Rolling Rock Park project. DLA will be scheduling a meeting to kick off the design for the project soon, which will include the City Council and Parks Committee.
3. Historical Research Associates is scheduled to start their field work at Rolling Rock Park the week of October 25.

E. Main Street Property.

1. On September 21, City Council directed the me to negotiate a contract with Lowell Investment Properties, LLC regarding the sale of the E. Main St. property. The City Attorney is working on the contract documents for us to finalize this transaction.

Other items.

1. City Council approved a quote from Graham Landscaping on August 17 for vegetation removal on the City's property below Sunridge Lane. Graham Landscaping started the work on October 11 and finished on October 14. The project involved removing all overgrown blackberries and vegetation approximately 20 feet from the property line down the length of the entire property. Graham Landscaping applied herbicide on the blackberry bushes, and they advise returning for additional spraying next spring and summer to keep the vegetation under control.
2. Staff are tentatively looking at a movie night at the library in November and December. The City received a \$1,000 donation to pay for movie nights this year, and we have approximately \$600 left to pay for additional movie nights.
3. A burn to learn event is schedule for the vacant E. Main St. house on November 6.
4. The holiday decorations that City Council approved on September 21 have been ordered and were received this week.

LOWELL PATROL LOG August 2021

DATE	OFFICERS	START TIME	END TIME	# HOURS	CONTACTS	ARRESTS	CITES	WARNINGS	CALLS	REPORT #
5-Aug	409	20:00	21:30	1:30						
6-Aug	409	0:45	1:45	1:00						
6-Aug	423	17:00	22:30	5:30						
6-Aug	429	17:00	22:30	5:30						
8-Aug	429	13:09	14:09	1:00						
8-Aug	429	14:15	14:45	0:30						
11-Aug	409	22:45	23:45	1:00						
13-Aug	423	12:45	14:30	1:45						
13-Aug	429	12:45	14:30	1:45						
14-Aug	423	10:30	11:30	1:00						
14-Aug	429	10:30	11:30	1:00						
14-Aug	423	20:15	22:00	1:45						
14-Aug	429	20:15	22:00	1:45						
16-Aug	421	16:00	19:00	3:00	1					
20-Aug	407	22:00	0:30	2:30						
22-Aug	407	22:00	23:30	1:30						
23-Aug	409	14:30	19:00	4:30	1					
24-Aug	401	17:15	20:30	3:15						
24-Aug	423	17:15	20:30	3:15						
24-Aug	429	17:15	20:30	3:15						
24-Aug	409	18:00	19:30	1:30						
26-Aug	429	17:00	19:00	2:00						
27-Aug	407	23:00	0:30	1:30						
28-Aug	423	10:30	16:00	5:30						
28-Aug	429	11:00	16:00	5:00						
29-Aug	423	11:00	16:45	5:45						
30-Aug	409	15:30	16:30	1:00						
30-Aug	409	17:00	18:00	1:00						

TOTAL HOURS WORKED

72

TRAFFIC VIOLATIONS	CITATION	WARNING
SPEED	2	1
DWS		
FAIL TO SIGNAL		
STOP VIOLATIONS		
OTHER MOVING	1	

DATE	TIME	DESCRIPTION
6-Aug	17:40	Parking complaint from dispatch
6-Aug	18:25	Traffic stop
	20:04	Traffic stop
8-Aug	13:09	Suspicious Conditions - no crime
16-Aug	17:47	Traffic stop
26-Aug	14:20	Noise complaint

LOWELL PATROL LOG September 2021

DATE	OFFICERS	START TIME	END TIME	# HOURS	CONTACTS	ARRESTS	CITES	WARNINGS	CALLS	REPORT #
1-Sep	429	18:00	19:30	1:30						
6-Sep	409	22:00	23:00	1:00						
10-Sep	421	16:00	18:00	2:00						
12-Sep	421	10:00	14:45	4:45						
12-Sep	423	10:00	14:45	4:45						
12-Sep	409	23:15	0:45	1:30						
14-Sep	429	20:00	20:45	0:45						
16-Sep	409	22:15	23:45	1:30						
23-Sep	409	0:15	1:15	1:00						
24-Sep	423	18:00	22:50	4:50						
24-Sep	429	18:00	22:50	4:50						
29-Sep	429	16:15	18:00	1:45						
29-Sep	409	20:15	21:45	1:30						
30-Sep	401	18:00	23:30	5:30						
30-Sep	423	18:00	23:00	5:00						
				41.5						

TRAFFIC VIOLATIONS	CITATION	WARNING
SPEED	8	
DWS		
FAIL TO SIGNAL		
STOP VIOLATIONS		
OTHER MOVING		

DATE	TIME	DESCRIPTION
12-Sep	10:38	Traffic Stop
	11:50	Traffic Stop
	13:00	Traffic Stop
	?	Traffic Stop
24-Sep	?	Traffic Stop
	18:39	Traffic Stop
	19:02	Traffic Stop
	19:42	Traffic Stop

Agenda Item Sheet

City of Lowell City Council

Type of item:	Discussion
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Item title/recommended action:

Discussion with Curt Wilson of Wilson Architecture on the Maggie Osgood and City Hall renovation project. Review design Option 1B and Option 1C.

Justification or background:

At the October 5 meeting, City Council approved a motion to select design Option 1B. Before proceeding to the next stage of the project--preparing construction documents--the city architect advises that the city take a final look at the pros and cons of Options 1B and 1C. Both options are similar, but Option 1C has certain advantages that are worth considering regarding the long-term vision of developing the 70 N. Pioneer St. campus. Curt Wilson is scheduled to make a presentation to City Council on this matter. If City Council decides to change design selections, staff are requesting a vote on this matter at this meeting so we can proceed to the next steps. In this case, a "motion to amend something previously adopted" will be required, and the recommended language is included on the agenda. If City Council does not decide to change design selections, no action is required, as the motion to select Option 1B has already been adopted.

Budget impact:

N/A

Department or Council sponsor:

Library

Attachments:

10/14/2021 email from Curt Wilson; Option 1C design (3 pages); Option 1B design.

Meeting date:	10/19/2021
---------------	------------

Jeremy Caudle

From: Curt Wilson <curt@wilson-architecture.com>
Sent: Thursday, October 14, 2021 8:55 AM
To: Jeremy Caudle
Subject: Lowell Library - Options 1B and 1C
Attachments: 1c-Lowell_Library-21031-081721v2.pdf; 1b-Lowell_Library-21031-081121.pdf

Jeremy,

My understanding is the City Council voted to move forward with design Option 1B at the 10/5 meeting. The context of this discussion was to decide between Option A (formerly known as 1B) and Option B (formerly referred to as 5B) as the scope of improvements and projected fees from utility customers varied significantly between these two options. The decision of Option A (1B) is the option with less scope and a lower budget.

During the 8/12/2021 design meeting when the costs estimates for Options 1B, 2A, and 5B were presented, it was discussed that Option 1B is probably a transitional option for the City that addresses both short term needs for the library and city hall, but there may be a future option for a larger free-standing city hall, which would allow the library operation to grow into the current building. This lead to the suggestion of an Option 1C, which relocates the library operations offices to the east side of the building.

Attached are floor plans of Option 1B and Option 1C.

There are two primary advantages by moving the library operations offices to the east of the building:

1. The conference room is not bound by the perimeter of City Hall space. This allows the conference room to be more conveniently accessed from the city hall space and the library space, making it truly a multi-use, or Common space similar to the lobby and restrooms. The conference room could be larger than shown, but that will reduce library area.
2. If a separate city hall facility is available in the future, the library can expand into the full building with the removal of a few new walls. These walls are non-structural and therefore relatively easy to move in the future. Please note that the pdf of Option 1C has multiple sheets to show the initial and future layouts.

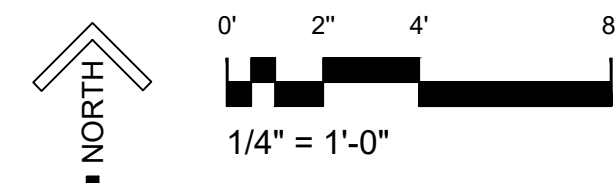
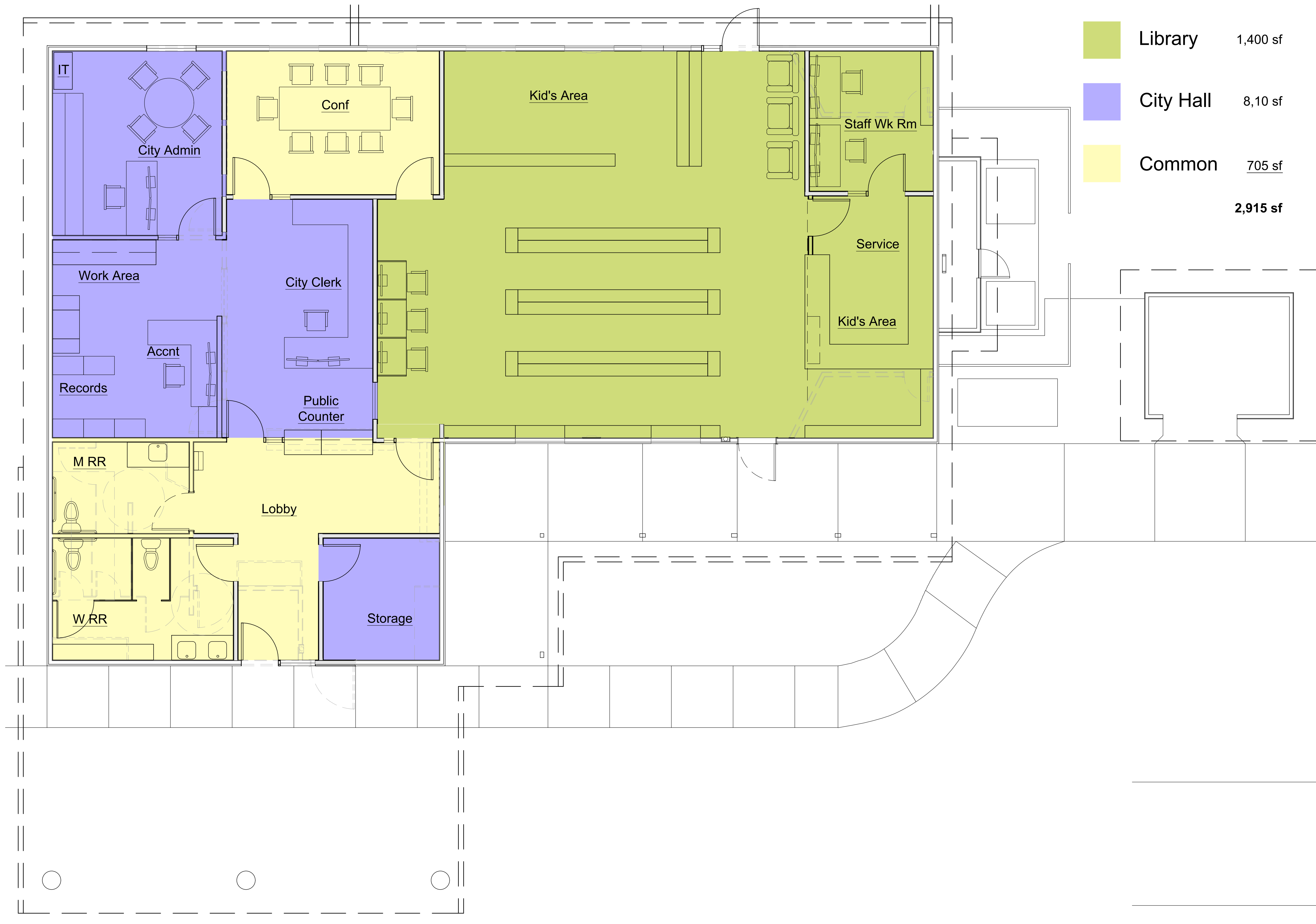
Regarding construction costs, Option 1C includes a second door into the conference room, which is an approximate increase of \$2,000. There is also a minor increase in the linear quantity of walls as the conference room area increases. I expect this to be less than \$2,000. However, the conference room costs presumably can be shifted to the Library/Common category and therefore funded by the Ford Family grant.

Let me know if you have any questions.

Thanks,

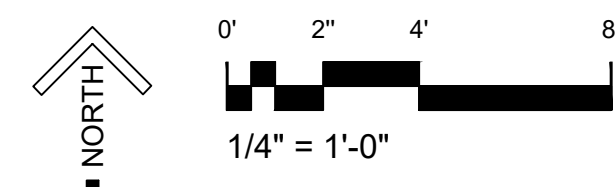
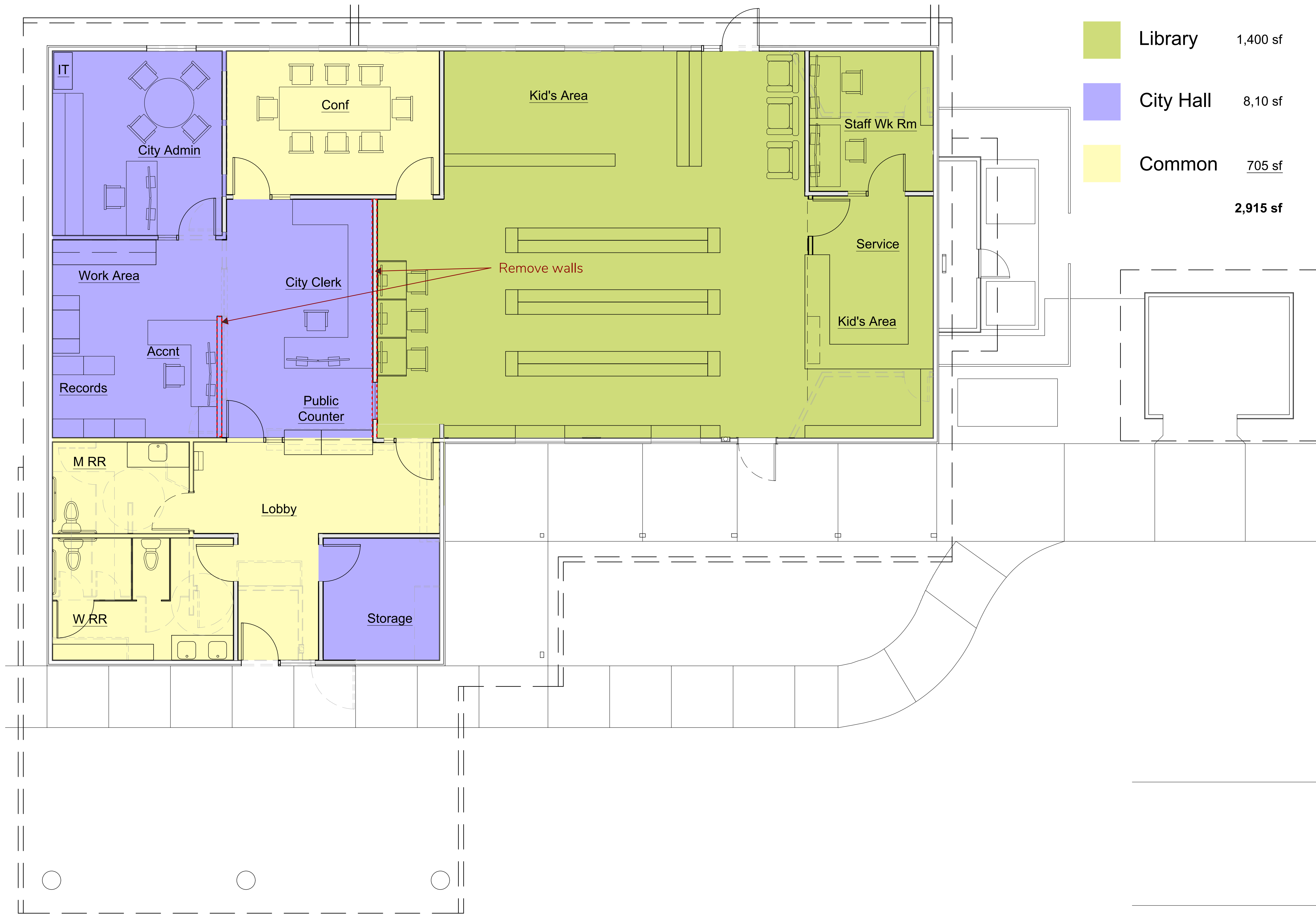
Curt Wilson, AIA
Principal | Architect
WILSON ARCHITECTURE
541-912-0878 • wilson-architecture.com

	Library	1,400 sf
	City Hall	8,10 sf
	Common	705 sf
		2,915 sf



Floor Plan

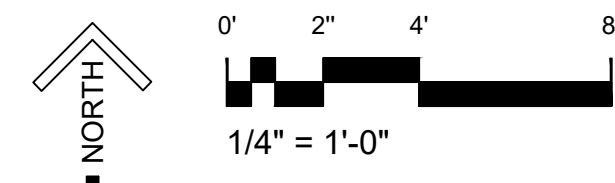
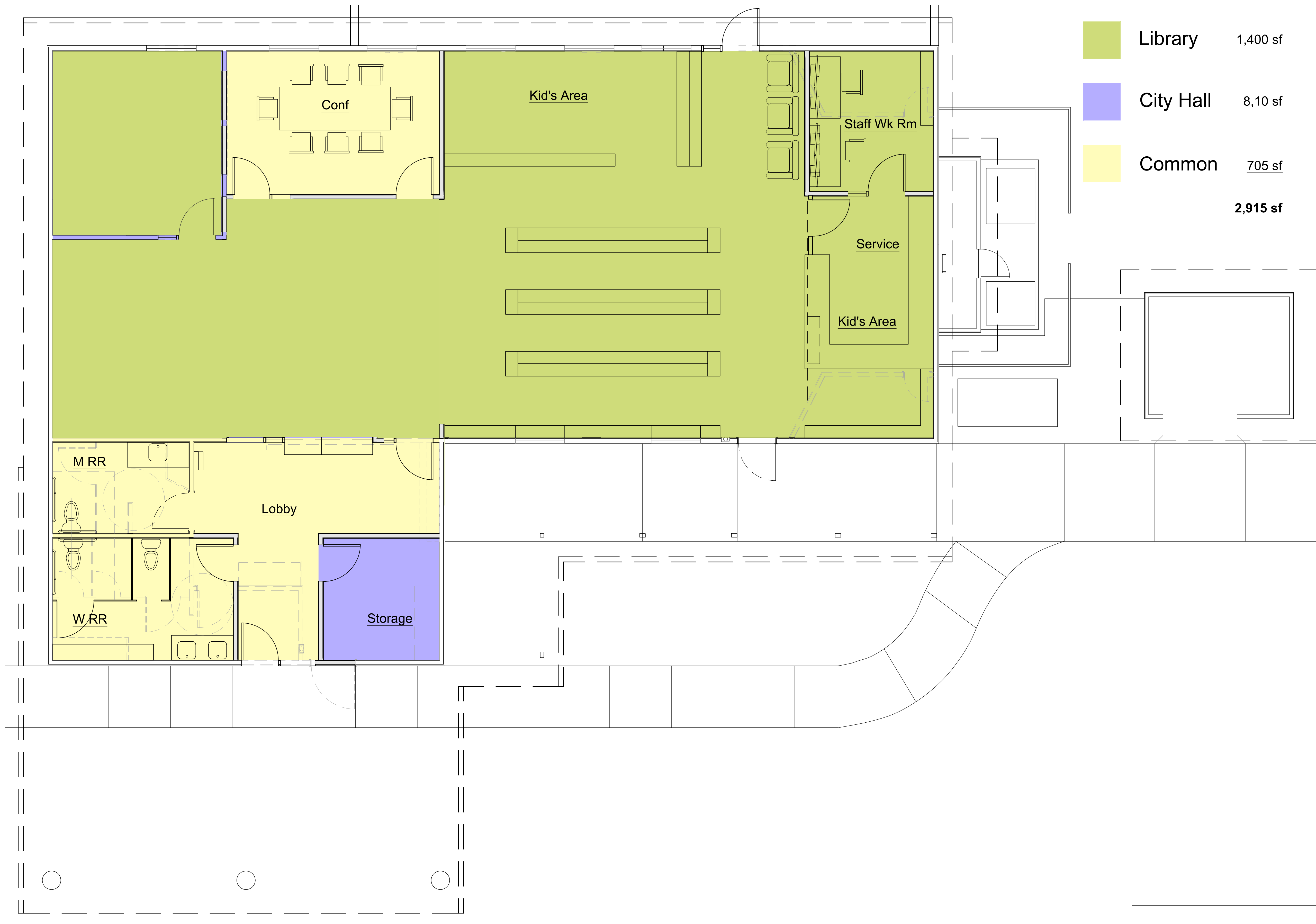
	Library	1,400 sf
	City Hall	8,10 sf
	Common	705 sf
		2,915 sf



Floor Plan

Future Library Expansion - Demo Phase

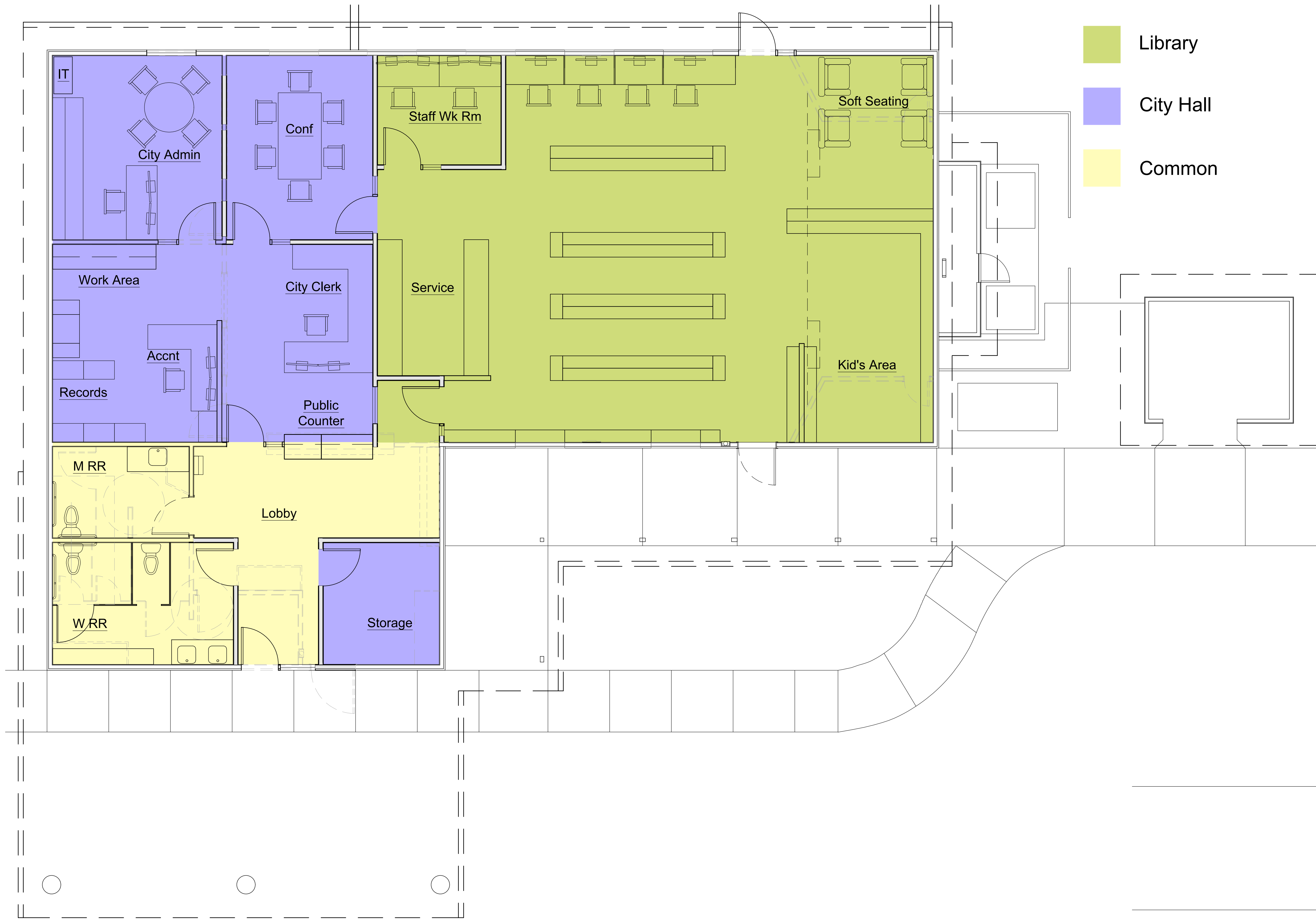
	Library	1,400 sf
	City Hall	8,10 sf
	Common	705 sf
		2,915 sf



Floor Plan

Future Library Expansion

- Library
- City Hall
- Common



Floor Plan

Agenda Item Sheet

City of Lowell City Council

Type of item:	Agreement
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Item title/recommended action:

Motion to approve a "Memorandum of Understanding Regarding Community Parking Lot" and to authorize the City Administrator to sign.

Justification or background:

The Lowell School District submitted an application for a conditional use permit for a 13-space parking lot that will also be used as a community parking lot when not in use by the school. The parking lot will be located at 13 S Moss St. The conditional use permit was necessary because the property in question is zoned residential. Semi-public uses (such as a community parking lot) are permitted in residential districts only through a Planning Commission approved conditional use permit. The Planning Commission granted a conditional use permit to the District to build the parking lot at its September 15, 2021 meeting. One of the conditions of approval is that the District and City enter a MOU where the District agrees to let the City use the parking lot for City sponsored events. It is this community use aspect of the parking lot that defines this project as a conditionally permitted "semi-public" use. The MOU that the City and District have negotiated is presented here for City Council approval. This MOU must remain in force for as long as the District uses the property for parking.

Budget impact:

N/A

Department or Council sponsor:

Administration

Attachments:

"Memorandum of Understanding Regarding Community Parking Lot"

Meeting date:	10/19/2021
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MEMORANDUM OF UNDERSTANDING REGARDING COMMUNITY PARKING LOT

This Memorandum of Understanding (MOU) is entered into by and between the Lowell School District (District) and the City of Lowell (City).

1. Purpose

The purpose of this MOU is to describe the conditions required for the City to grant the District a Conditional Use Permit for a Community Parking Lot as a Semi-Public Use in the R-1 Zone for 13 South Moss Street (hereinafter referred to as the "Community Parking Lot") as determined by the Lowell Planning Commission at their meeting on September 22, 2021.

2. Background

At their September 22, 2021 meeting, the Lowell Planning Commission (LPC) reviewed all materials relevant to the Variance Application submitted by the District regarding this matter, held a public hearing as required, then approved the application subject to the findings, conclusions, and conditions as presented in the staff report as delivered by staff.

Two conditions of approval were noted as follows:

- a) The City and the District shall enter into a Memorandum of Understanding (MOU) regarding the shared use of the Community Parking Lot. The MOU shall be signed and executed between the City Administrator and the Lowell School District Superintendent.
- b) All final engineering details and plans (drainage, grading, paving, etc.) shall first be submitted to the City Engineer for review, comment, and approval, prior to the issuance of building permits.

3. Agreement

The District and City agree as follows:

- a) The District will allow the City reasonable use of the Community Parking Lot located at 13 South Moss Street for additional community parking during City events. Such City events include, but are not limited to: Blackberry Jam Festival, Movie Nights in the Park, and the annual car cruise.
- b) The City agrees to coordinate with the District on the use of the Community Parking Lot for parking during City events, including providing adequate notice to the District. The City agrees to provide at least a two weeks' notice to the District of any City events that will require use of the community parking lot.
- c) The City acknowledges that District parking needs take priority over additional community parking needs, especially during the District's regular business hours.
- d) The District shall work with the City of Lowell Public Works Department to obtain right-of-way permits if any work is to be conducted in the City's rights-of-way.

4. Effective date

This MOU is effective when signed by both parties and will remain in effect for as long as the property is used for District parking.

For the City:

For the District:

Jeremy Caudle, City Administrator

Johnie L. Matthews III, Superintendent

Date

Date

Agenda Item Sheet

City of Lowell City Council

Type of item:	Presentation
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Item title/recommended action:

Review loan application process for Business Oregon's Special Public Works Fund to finance the library and City Hall renovation project

Justification or background:

At your October 5 meeting, you directed the City Administrator to "to apply for the loan in totality" for the City Council/library renovation project. After reviewing our options for loan financing from public agencies, staff have determined that Business Oregon's Special Public Works Fund provides the best opportunity to finance this project. Information on Business Oregon's program is presented here for your information. Staff have corresponded with Business Oregon's Regional Development Officer for Lane County. The Regional Development Officer has stated that it is possible we could have an executed loan contract with them before the end of the year, which would line up with the architect's schedule of soliciting construction bids in January/February.

Budget impact:

N/A

Department or Council sponsor:

Administration

Attachments:

Information and application on the Special Public Works Fund program

Meeting date:	10/19/2021
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INFRASTRUCTURE FINANCE: Special Public Works Fund

Expanding economic development activity and employment opportunities in Oregon...

Do you need financing for your public works project?

The Special Public Works Fund provides low-cost financing to eligible municipalities for planning, design, and construction of utilities and facilities essential to industrial growth, commercial enterprise, and job creation.

ELIGIBLE PROJECTS

Capital improvement (acquisition, preliminary and final design, & engineering) or planning projects (technical and financial feasibility studies) that assist in developing industrial lands, supporting an immediate job creation/retention/expansion opportunity, or replacement of essential community facilities. Typical projects funded by this program are:

- Emergency projects
- Energy systems
- Essential community facilities
- Industrial site certification
- Levee certification
- Marine facilities
- Telecommunication systems
- Transportation infrastructure
- Water, sewer, and storm water utilities improvements

Business Oregon's infrastructure finance programs assist communities to build infrastructure capacity to address public health safety and compliance issues as well as support their ability to attract, retain and expand businesses. We strive to coordinate the delivery of infrastructure financing to Oregon communities and to better collaborate with local partners.



BUSINESS OREGON

Main Office:
775 Summer St., NE, Suite 200
Salem, OR 97301

www.oregon4biz.com

Ph: 503-986-0123

business.oregon@oregon.gov

Business Oregon is an agency
of the state of Oregon.



ELIGIBLE ENTITIES

Municipally incorporated entities as defined in Oregon Revised Statute (ORS) are eligible to receive funds, including the following:

- Cities (ORS 221), Counties (ORS 201), Special Districts (ORS 198), and Ports (ORS 777)
- Tribal Councils
- Domestic water supply districts (ORS 264) and water authority (ORS 450)
- Sanitary districts (ORS 450) and sanitary authority (ORS 450)
- Joint water and sanitary authority (ORS 450)
- County service districts (ORS 451)
- Airport districts (ORS 838)

FUNDING

Loan funding (max \$10 million) is available for financing small to large projects with very favorable interest rates and terms up to 30 years for most projects. Limited grant funding is available for technical assistance and emergency projects based on financial analysis.

CUSTOM USES

Emergency projects—25% local match; loans; grants (max \$500,000 whichever is less for federal disaster relief assistance).

Grants for development projects with *firm business commitment* to create or retain traded-sector jobs up to \$5,000 per eligible job and not to exceed 85% of the project cost or \$500,000 per project.

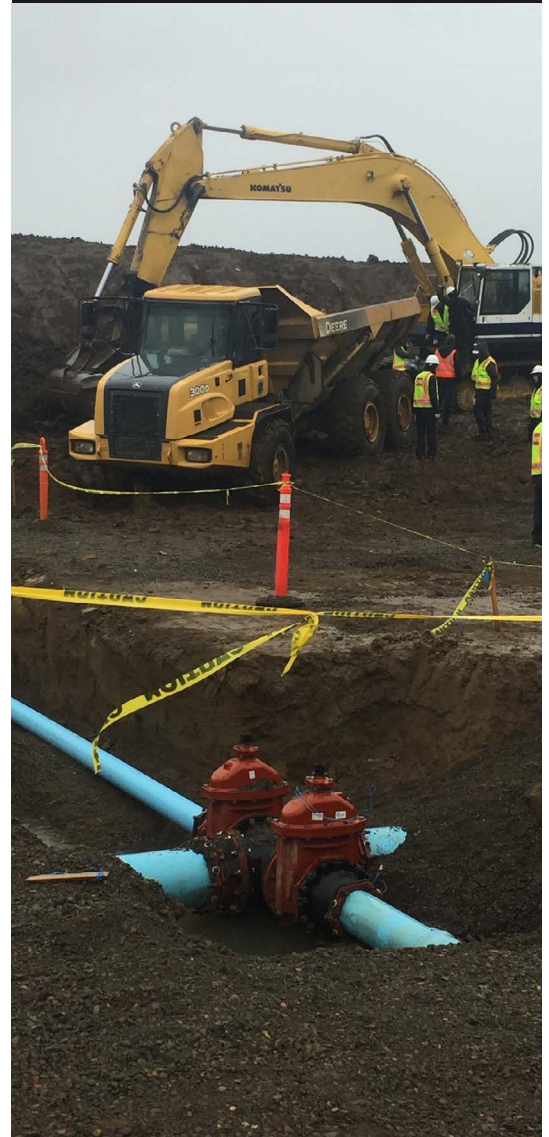
Levee certification—\$50k grants; principle only 0% interest rate loan, max \$1 million per area and not to exceed 50% of total loan; and market rate loans, max \$2.5 million; for drainage districts (ORS 547) and corporations for drainage or flood control (ORS 554).

Planning grants (max \$60,000) 85% of project cost are available for the purpose of industrial site development and certification.

TO APPLY OR GET MORE INFORMATION:

Start the application process today by contacting the Regional Development Officer in your area:

orinfrastructure.org



PRE-APPLICATION



Client-Deal Number:

Note: Completion of this form does not guarantee an application will be invited. Program and Policy Coordinator may provide comments and suggestions for further project development.

SECTION 1 A: POTENTIAL APPLICANT		
Organization Name	Organization Choose an item: <i>(Identify the ORS under which entity is formed if potential applicant is an entity other than city or county, such as special district, authority, association, et cetera.)</i>	
Street Address and County Choose an item:	Mailing Address	
Office Phone	Web URL	
SECTION 1 B: PROJECT CONTACT		
Name	Title	
Phone	Email	
Phone (cell)		
SECTION 1 C: PROJECT OVERVIEW		
Project Name		
Project Location <i>(physical address / attach map)</i>		
Project Category		
<input type="radio"/> Planning <input type="radio"/> Design only <input type="radio"/> Construction only <input type="radio"/> Design & Construction <input type="radio"/> Other:		
SECTION 1 D: ESTIMATED FUNDING REQUEST		
	Amount	
Funding Request from Business Oregon		
Funds from potential applicant		<input type="radio"/> Not Budgeted <input type="radio"/> Budgeted
Other Funds:		<input type="radio"/> Pending <input type="radio"/> Committed If committed, provide term:
Other Funds:		<input type="radio"/> Pending <input type="radio"/> Committed If committed, provide term:
Estimated Total Project Cost	\$ 0	

Cost Estimate Date:	Prepared by
Estimated Project Start Date:	Completion Date:
If funding assistance from Business Oregon includes a loan, how will it be repaid?	
Estimated date of first draw:	

SECTION 1 E: PROJECT DESCRIPTION

Opportunity / Problem

Proposal / Solution *Describe the proposed solution to the above problem / opportunity including identification of whether the proposed solution is a planning (feasibility, preliminary engineering, technical assistance et cetera.) only project, a final design only project, a construction only project or a combined final design / construction project.*

**SECTION 1 F: BACKGROUND INFORMATION – PART 1
FOR WATER OR WASTEWATER PROJECTS ONLY**

Current Monthly Residential User Charge (*Assume 7,500 gallons per month water consumption.*)

per month water

per month wastewater

Compliance Status

Achieve Compliance

Maintain Compliance

Meet Future Requirements

Not Compliance Related

(If compliance related, please provide supporting documentation from the related regulatory agency.)

Identify type of compliance:

Notice Date:

Will the proposed project bring the utility into compliance?

Yes

No

FOR ECONOMIC DEVELOPMENT PROJECTS ONLY *(JOB RELATED)*

What type of project is it?

Emergency

Firm Business Commitment

Industrial

Levee

Other

If other special project is selected, please provide more information:

Will the project result in locating or expanding industrial or major commercial firm(s)?

Yes

No

N/A

If yes, provide firm's name (*type of industry if confidential*) and estimated number of jobs that will be created / retained.

How does this project build community or economic development? *For economic development, please provide a brief economic impact statement. Example: this project will create / retain X number of jobs: construction, post construction and/or add \$X value to the community. State how many of the jobs will be at or above the county's minimum wage. State if the jobs are traded sector jobs or not. State cost per jobs created or retained.*

***This is the end of the form for planning-only projects and technical assistance-only projects.
If your project is design and/or construction, please continue to complete the following pages.***

**SECTION 1 G: BACKGROUND INFORMATION – PART 2
FOR DESIGN AND/OR CONSTRUCTION PROJECTS**

Is the project based on a technical document that shows the project is feasible, cost effective, and completed by a licensed engineer or architect (*such as approved Master Plan, Facilities Plan or other technical report*)? Yes No

If Yes, date of plan or report:

If No, when will an engineering or architectural report be completed?

Has the governing body of the potential applicant conducted a public meeting (*council or board meeting, public hearing, workshop, et cetera*) to identify and discuss the proposed project, including such items as nature and need for the project, starting date, financing requirements that may involve taking on additional debt, and consistency with the local comprehensive land use plan, countywide or regional plan? Yes No

Type of public meeting:

Date of public meeting:

If No, when will the public meeting be held?

FOR WATER OR WASTEWATER PROJECTS ONLY (FOR DESIGN AND/OR CONSTRUCTION PROJECTS)

Are the audited financial reports for the three most recent fiscal years available on the Secretary of State website? Yes No

If No, attach the most recent financial reports (*audited, if available*)

What is the existing annual debt service for the existing system?

What is the amount, if any, of existing annual debt service for the system that is paid by property taxes?

per year water

per year wastewater

Planned Monthly Residential User Charge Upon the Completion of Construction (*must adequately cover operation, maintenance, replacement and debt financing*):

per month water

per month wastewater

Is there a current OM&R (*Operation, Maintenance and Replacement*) Manual for the system? Yes No

Are Maintenance and Replacement expenditures budgeted annually? Yes No

Are meters installed on all service connections? Yes No

If No, percentage not metered and provide explanation:

USE	Current / Existing System	Future / at Completion of Construction	Current / Existing System	Future / at Completion of Construction	Gallons per Year
	Connections	Connections	Billable Accounts	Billable Accounts	Usage
Residential					
Commercial and Businesses					
Industrial					
Other					
Total Uses	0	0	0	0	0
Of Residential, Number occupied by Permanent Residents					
Percentage of Permanent Residents	0%	0%			

SECTION 2 A: TO BE COMPLETED BY BUSINESS OREGON STAFF ONLY
(APPLICABLE FOR ALL PROJECT TYPES)

Does the potential applicant have other open Business Oregon grants and/or loans? Yes No

If yes, list each open Business Oregon award by project name, number, award amount and project status:

Is potential applicant pursuing CDBG funding? Yes No

If yes, complete A and B below:

A. Does potential applicant have more than three open CDBG grants? Yes No

If yes, explain:

B. Is potential applicant meeting the age and expenditure requirements for all open CDBG grants? See the age and expenditure requirements below: Yes No

- Requirements for open **ONE-YEAR** grants are:
 - Any Microenterprise grant this is one year old must be 70% drawn
 - Any Microenterprise grant that is two years old must be administratively closed
 - Any Housing Rehabilitation project that is one or two years old must be meeting contract requirements
 - Any Housing Rehabilitation project that is three years old must administratively closed
- Requirements for open **MULTI-YEAR** grants are:
 - Any grant that is two years old must be 60% drawn
 - Any grant that is three years old must be 100% drawn
 - Any grant that is four years old must be administratively closed

Potential Applicant Population	Low / Mod Income %	Median Household Income
Distressed Area <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Mixed	Rural Area <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Mixed	
One Stop Meeting (Attach Financial Worksheet from One Stop session if applicable)		
Date	Notes	
Salesforce Posting Date		

SECTION 2 B: TO BE COMPLETED AFTER SALESFORCE COMMENT PERIOD BY BUSINESS OREGON STAFF ONLY
(APPLICABLE FOR ALL PROJECT TYPES)

Comment received Yes No If yes, attach

Invite Application for the following source or sources:

<input type="checkbox"/> CDBG	<input type="checkbox"/> SDWRLF	<input type="checkbox"/> DWSP	<input type="checkbox"/> SPWF	Comments
<input type="checkbox"/> WWF	<input type="checkbox"/> PPMF	<input type="checkbox"/> OPRLF	<input type="checkbox"/> MNIF	
<input type="checkbox"/> Other				

Regional Development Officer / Regional Project Manager

Name _____ Signature _____ Date _____