

**Lowell City Council**  
**Work Session, Special Meeting, and Executive Session**  
**Tuesday, September 7, 7:00 pm**  
**Maggie Osgood Library, 70 N. Pioneer Street**

**Call to Order/Roll Call**

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

**Approval of the Agenda**

**Work Session**

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

1. Continued discussion and direction with City Council and library volunteers on the Maggie Osgood Library renovation project, including:
  - a. Direction on design option and obtaining financing.
  - b. Organizing a town hall meeting to educate the public on the project, to include the design options under consideration and associated costs.
2. Follow up discussion on trees in Paul Fisher Park.

**Adjourn the Work Session. The Special Meeting will immediately follow the Work Session.**

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**Special Meeting**

1. Consideration of applications submitted for vacant City Councilor Position 3.
  - a. Applicant #1 – William Dennis Priser
  - b. Applicant #2 – Maureen M. Weathers

<p>The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Clerk, Joyce Donnell, at 541-937-2157.</p>
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2. Action on filling the vacancy for City Councilor Position 3. At this time, City Council may vote to appoint one of the applicants to City Council.

*Recommended motion: "Motion to appoint \_\_\_\_\_ to Lowell City Councilor Position 3, pursuant to Chapter 7 of the City of Lowell Charter."*

3. Swearing in of newly appointed City Councilor by the City Recorder.

**Adjourn the Special Meeting. The Executive Session will immediately follow the Special Meeting.**

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### **Executive Session**

Executive Sessions are closed to the public. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

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

**Adjourn the Executive Session.**

# Agenda Item Sheet

City of Lowell City Council



Type of item:	Discussion
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### Item title/recommended action:

Continued discussion and direction with City Council and library volunteers on the Maggie Osgood Library renovation project, including:

- a. Direction on design option and obtaining financing.
- b. Organizing a town hall meeting to educate the public on the project, to include the design options under consideration and associated costs.

### Justification or background:

At the August 12 work session, City Council directed the City Administrator to: (1) develop a financing plan for Option 5b and to bring back to City Council; and (2) to analyze the impact of property sales revenues on long-term debt used to finance the project. The attachments following this agenda sheet provide this information:

- Attachment 1: Shows a projection of outstanding long-term loan principal, after applying property sales to debt service and after accounting for grant funding.
- Attachment 2: Estimate of net revenues from property sales. This is the number used in the calculation in line #9 in Attachment 1.
- Attachment 3-4: List of city properties anticipated to be sold, along with square footage. This is what's used in Attachment 2.
- Attachment 5: Email from USDA explaining debt financing scenarios in the subsequent attachments.
- Attachment 6-9: Comparison of debt service for \$1.5 million loan. First option, Attachment 7, is USDA; second option, Attachment 8, is Business Oregon. Attachment 9 shows side-by-side comparison of annual debt payment, term (in years), interest rate, and total payments over life of loan.
- Attachment 10: Email from architect explaining subsequent attachment.
- Attachment 11: Cost estimate summary, showing greater detail than originally presented.
- Attachment 12-14: Original designs under consideration, corresponding to cost estimate in Attachment 11.

- Attachment 15: Email from architect explaining subsequent attachment.
- Attachment 16-17: Drawings from architect showing design changes requested by Mayor Bennett.

Staff are requesting direction from City Council on : (1) a design selection; and (2) debt financing. Note that obtaining debt financing will be necessary regardless of which option to provide working capital to begin the project, as the timing for property sales and grant fund reimbursements is uncertain.

Staff also recommend that City Council reach a consensus on holding a town hall in September to educate the public on the design options under consideration, as well as the costs involved.

**Budget impact:**

See attached cost estimate.

**Department or Council sponsor:**

Library

**Attachments:**

17 pages, described above.

**Meeting date:**

09/07/2021

# Library Attachment 1

*Analysis of impact of using net revenues from property sales to fund 70 N. Pioneer project*

	Option 1C	Option 5B
1 Total cost estimate	393,417	1,490,378
2 Square feet break-down:		
Library	1,400	1,915
City Hall	810	870
Common areas	705	990
	2,915	3,775
3 % eligible for grant funding	72.20%	77.00%
4 \$ of construction eligible for grant funding	284,047	1,147,591
5 Add purchase cost for land/building:	290,000	290,000
6 Total amount of project eligible for funding:	574,047	1,437,591
7 Amount of grant request (33% or \$250,000, whichever is less)	191,349	250,000
8 Amount of city funding after grants	202,068	1,240,378
9 Revenues from property sales	522,324	522,324
10 #8 minus #9	-320,256	718,054
11 Outstanding loan principal	0	718,054

## Library Attachment 2

### *Estimate of net revenues for sale of city properties*

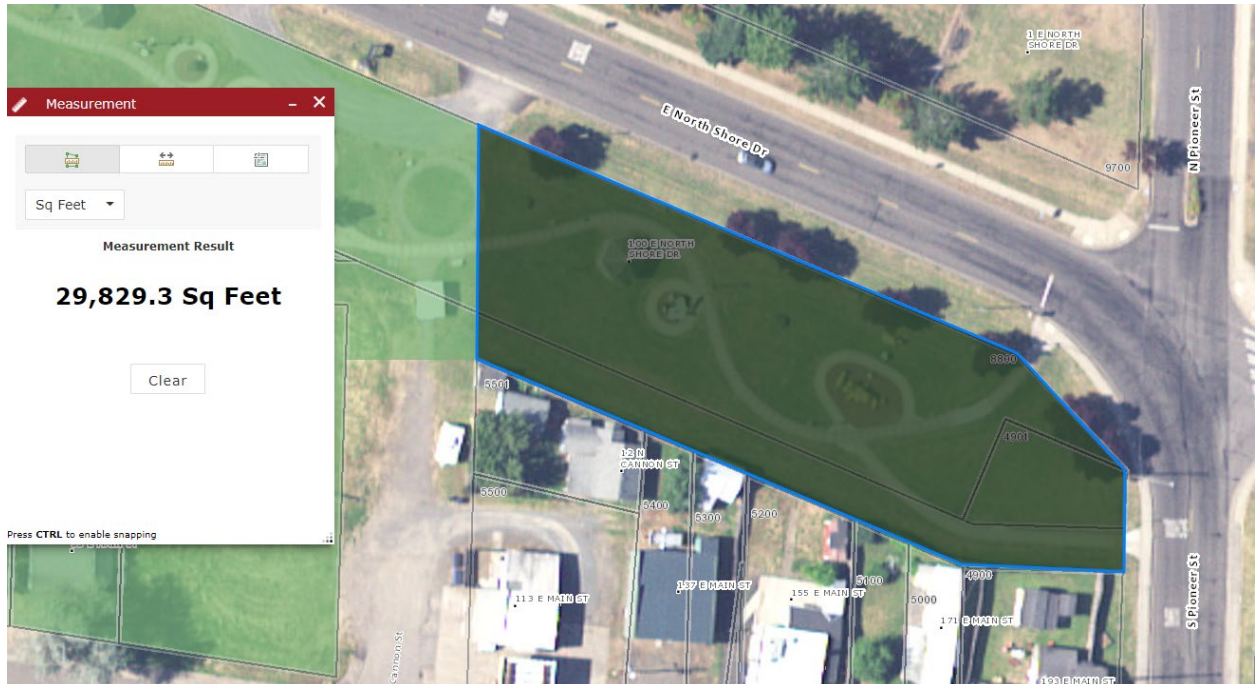
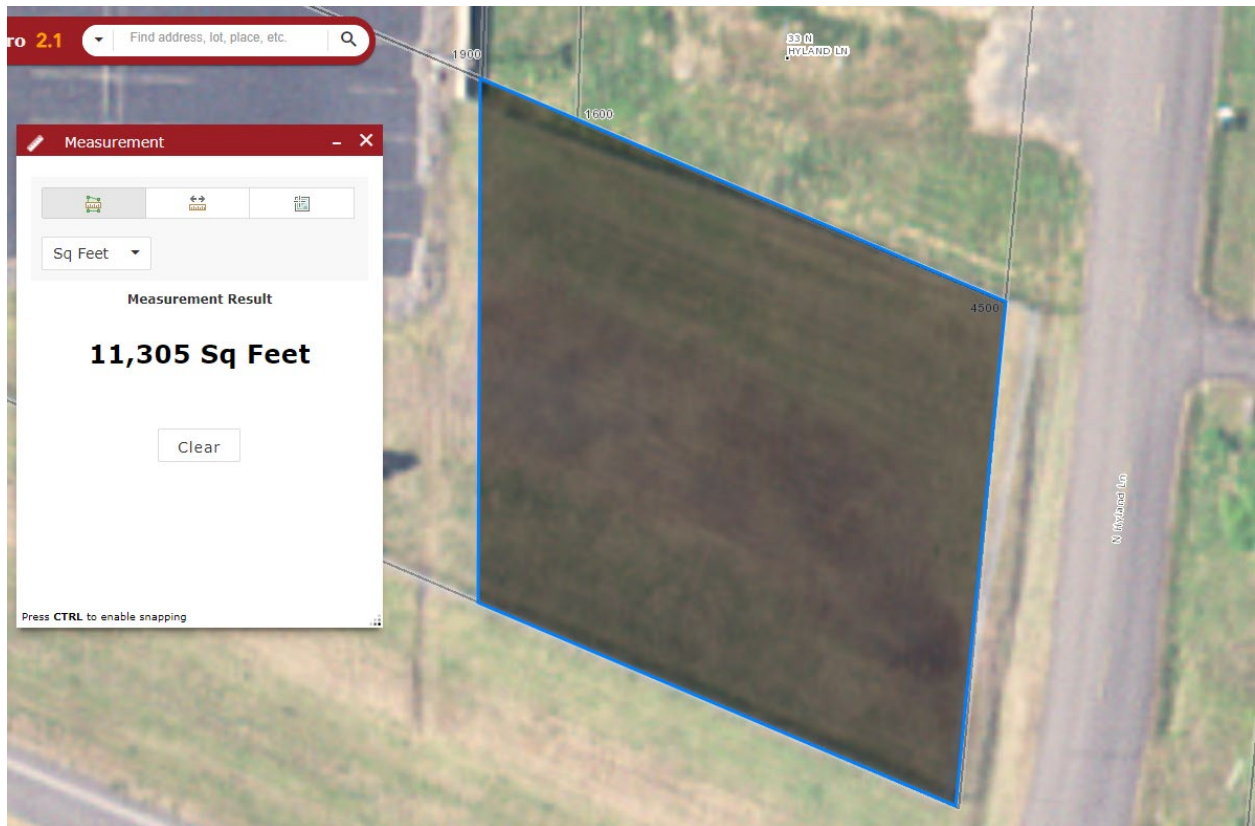
Properties available for sale:	Square feet	Price per sq. ft.	Gross sale price
Eastern corner of 70 N Pioneer St	11,305	\$6.00	\$67,830.00
Eastern corner of Rolling Rock Park	29,829	\$10.00	\$298,290.00
City Hall property	27,353	\$6.00	\$164,118.00
N Hyland Ln			\$85,000.00
Total estimated gross sales:			\$615,238.00

Less:

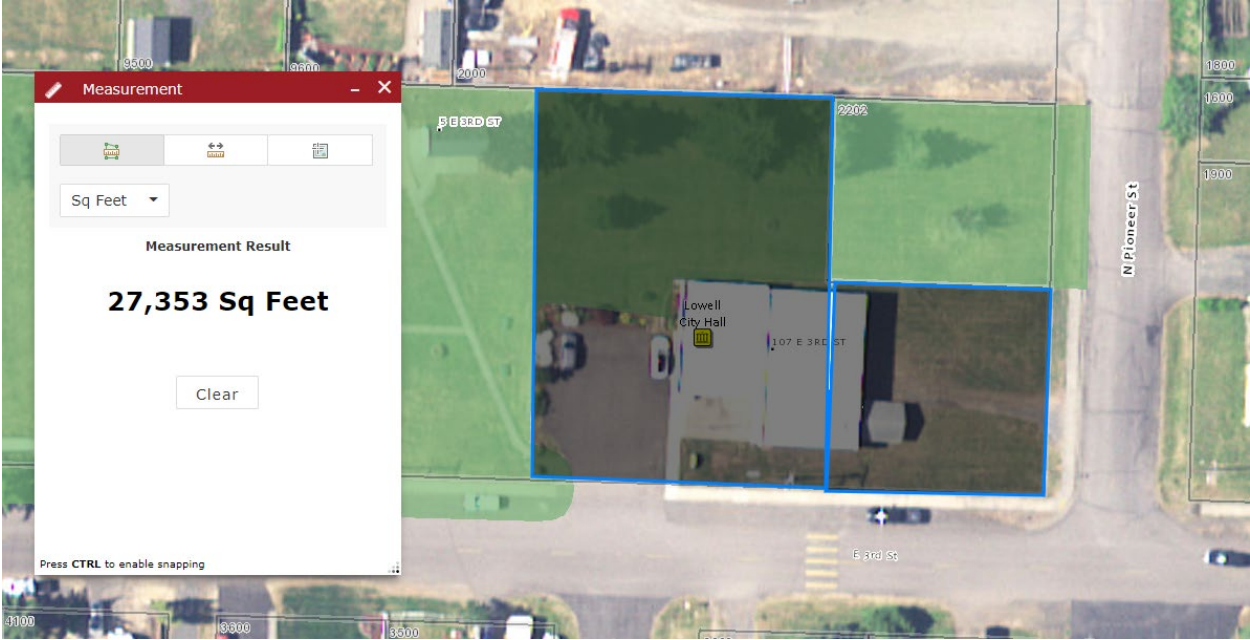
Commissions @ 6%	\$36,914.28
Survey/engineering work, recording fees	\$16,000.00
Estimated demolition costs for City Hall	\$40,000.00
Total estimated sales costs:	\$92,914.28

Net revenues estimated from  
property sales: \$522,323.72

# Library Attachment 3



# Library Attachment 4





## Library Attachment 5

### Jeremy Caudle

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**From:** Halligan, Holly - RD, Tangent, OR <holly.halligan@usda.gov>  
**Sent:** Thursday, August 19, 2021 12:41 PM  
**To:** Jeremy Caudle  
**Cc:** MURPHY Melissa \* BIZ (Melissa.Murphy@oregon.gov)  
**Subject:** USDA and BizOR Funding Scenarios - Lowell City Hall/Library Project  
**Attachments:** One-Stop Scenarios\_ Lowell LibCityHall\_Aug 2021.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Jeremy,

Attached are funding scenarios from Business Oregon and USDA for the City Hall/Library renovation project. They're both all loan at this time. USDA might be able to offer some grant, but I won't know that until October. Feel free to share this info with your council and reach out to me or Melissa if you'd like to pursue funding.

Disclaimer on attached information:

This information is intended to assist you in identifying funding sources, evaluating alternatives, and moving forward with your project. The Financing Scenarios are ESTIMATES ONLY and should not be considered actual rates, costs, or funding commitments. Program details, requirements, and financing scenarios are subject to change. Please consult with the appropriate funding agency contact for more details as your project progresses.

Thanks,

*Holly Halligan*

Community Programs Specialist  
Rural Development ~ Oregon  
U.S. Department of Agriculture  
31978 North Lake Creek Drive | Tangent, OR 97389  
**Phone (541) 801-2682** | Fax (855)824-6181  
[www.rd.usda.gov/or](http://www.rd.usda.gov/or)

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# Library Attachment 6

## ONE-STOP PROJECT SUMMARY

Date

Client Name

Name of Project

Project Description

Project Solution

Project Background	
Type of Project	Community Facility
Compliance Issue	No
Business Commitment	
# Jobs Created/Retained	

Project Financing	
Estimated Project Cost	\$1,500,000
Local Contribution	\$0
Assistance Requested	\$1,500,000
Source of Loan Repayment	Fees and Taxes

Water and Sewer Only	
Projected OM&R	
Current OM&R	\$0
Existing DS	\$0
Current Avg Monthly OM&R + DS per EDU	
Current Avg Monthly User Rate per EDU	\$0.00
Property Tax applied to Utility	\$0.00

Demographics	
EDU's	
Connections	
Population	
Unemployment Rate	
Community MHI	
Statewide MHI	
Percentage of Statewide MHI	
LMI %	
Distressed Index	
County	
Affordability Rate	\$0.00

Term Key	
EDU	Equivalent Dwelling Unit
MHI	Median Household Income
LMI	Low/Moderate Income
OM&R	Operations, Maintenance, Repair
DS	Debt Service

# Library Attachment 7

## ONE-STOP SCENARIO #1

Estimated Project Cost	<b>\$1,500,000</b>
Local Contribution	<b>\$0</b>
Assistance Requested	<b>\$1,500,000</b>

Projected Monthly OM&R + Existing DS per EDU	<b>#DIV/0!</b>
Monthly New DS per EDU	<b>#DIV/0!</b>
Projected New Avg Monthly Rate per EDU	<b>#DIV/0!</b>

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
USDA	RUS	\$1,500,000	\$0	\$1,500,000	40	2.250%	\$57,266

Total Financed **\$1,500,000**

Financing Gap **\$0**

Annual Debt Service **\$57,266**

### Impact per EDU



Notes	
RUS	For public body applicants, USDA's Rural Utility Service program typically purchases a Revenue bond. Revenue bonds and Notes (for non-profits) come with a reserve requirement equal to one annual payment that can be established in advance or accumulated over ten years equating to a 110% debt service coverage. GO Bonds have no reserve or coverage requirements. Interim financing is usually necessary. The interest rate is set at

# Library Attachment 8

## ONE-STOP SCENARIO #2

Estimated Project Cost	<b>\$1,500,000</b>
Local Contribution	<b>\$0</b>
Assistance Requested	<b>\$1,500,000</b>

Projected Monthly OM&R + Existing DS per EDU	<b>#DIV/0!</b>
Monthly New DS per EDU	<b>#DIV/0!</b>
Projected New Avg Monthly Rate per EDU	<b>#DIV/0!</b>

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
BizOR	SPWF	\$1,500,000	\$0	\$1,500,000	30	2.270%	\$69,487

Total Financed	<b>\$1,500,000</b>	Financing Gap	<b>\$0</b>	Annual Debt Service	<b>\$69,487</b>
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### Impact per EDU



Notes	
SPWF	Must meet affordability criteria for subsidized interest rate and grant eligibility. Interest rates set quarterly; Oregon Bond Bank rates are set at time of the Bond Sale. IFA Board approval required for funding awards ≥\$3M or grant ≥\$500,000.

# Library Attachment 9

## ONE-STOP SCENARIO COMPARISONS

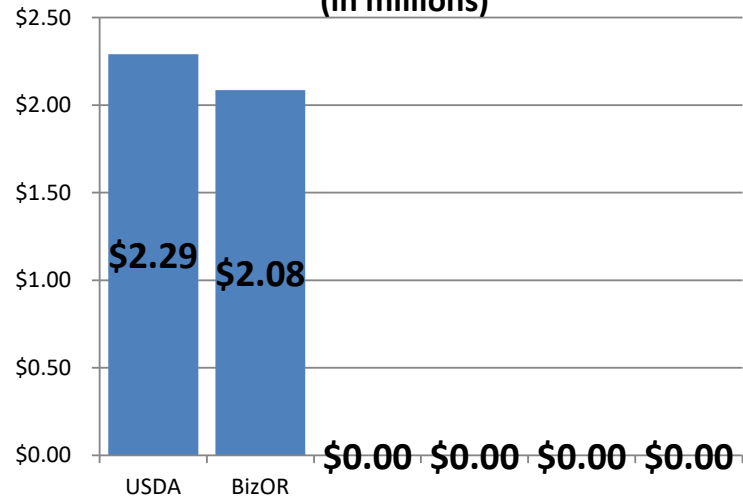
Estimated Project Cost	<b>\$1,500,000</b>
Local Contribution	<b>\$0</b>
Assistance Requested	<b>\$1,500,000</b>

Current Avg Monthly User Rate per EDU **\$0.00**

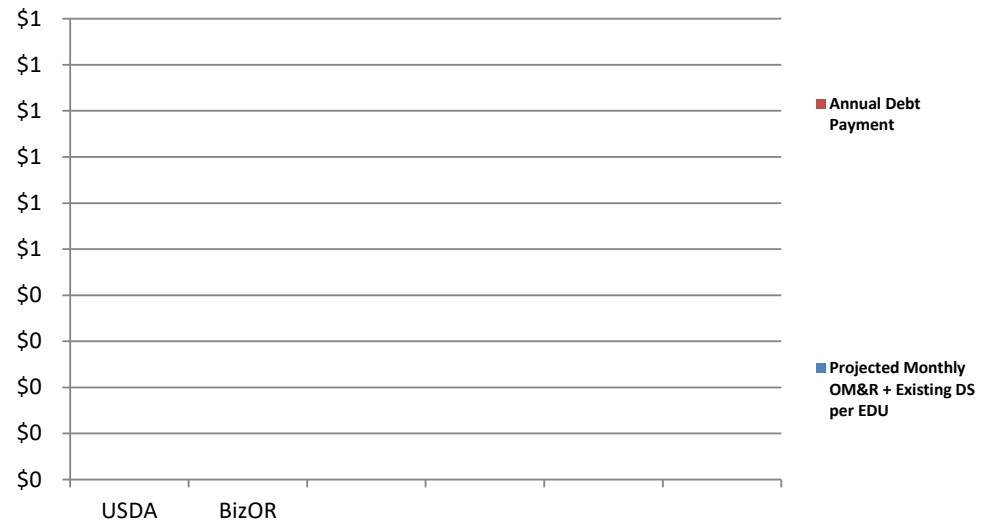
Projected Monthly OM&R + Existing DS per EDU **#DIV/0!**

Scenario	Total Financing	Grant Amount	Loan Amount	Annual Debt Payment	Total Payments over Life of Loan	Projected Monthly New DS per EDU	Projected New Avg Monthly Rate per EDU	# of Funding Partners	Rate	Term Years
USDA	\$1,500,000	\$0	\$1,500,000	\$57,266	\$2,290,643	#DIV/0!	#DIV/0!	1	2.25%	40
BizOR	\$1,500,000	\$0	\$1,500,000	\$69,487	\$2,084,605	#DIV/0!	#DIV/0!	1	2.27%	30
						#DIV/0!	#DIV/0!			
						#DIV/0!	#DIV/0!			
						#DIV/0!	#DIV/0!			
						#DIV/0!	#DIV/0!			

**Total Payments over Life of Loan (in millions)**



**Projected New Avg Monthly Rate per EDU**



## Library Attachment 10

**Jeremy Caudle**

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**From:** Curt Wilson <curt@wilson-architecture.com>  
**Sent:** Monday, August 30, 2021 6:49 PM  
**To:** Jeremy Caudle; John Myers  
**Subject:** Lowell Library - cost estimate format revision  
**Attachments:** Cost\_Estimate\_Summary-Lowell\_Library-083021v2.pdf

Jeremy and John,

Attached is an updated cost estimate and projected budget summary for design options 1 and 5 options. The cost for each option was organized into "Base" and "Premium". "Premium 2" was included for Option 5 as well.

Base: These are the costs to improve the building and associated site improvements that reflect the improvements in the floor plan,

Premium: These are additional costs that will improve the quality and/or reflect initial investments in the building that are logical to implement with construction.

Premium 2: Other improvements that you should consider, but may decide to not budget for at this time.

You will notice that the HVAC costs in Option 5 have not changed. To summarize, the HVAC improvement costs in Option 5 include:

- Demo and replace existing ductwork.
- Replace existing units with two new heat pump units that are properly sized, incorporate code required outdoor air provisions, and economizer units.
- Restroom ventilation.

I met with Colebreit Engineers to review HVAC options for option 5. We discussed that one of the existing units (5 ton) is in pretty good shape and could continue in-use, however would need an economizer unit and outdoor air ventilation added to the unit. The other unit is past it's useful life and should be replaced. They revised their cost estimate and concluded the additional elements on the existing unit do not represent much in savings, which we estimated to be about \$10-12k less for HVAC, therefore I did not plug the lower numbers into this document.

Keep in mind that the purpose of the update cost estimate information is to identify the project budget level the City is willing to pursue.

Let me know if you would like to discuss the format or content.

Thanks,

Curt Wilson, AIA  
Principal | Architect  
**WILSON ARCHITECTURE**  
541-912-0878 • [wilson-architecture.com](http://wilson-architecture.com)

# Library Attachment 11



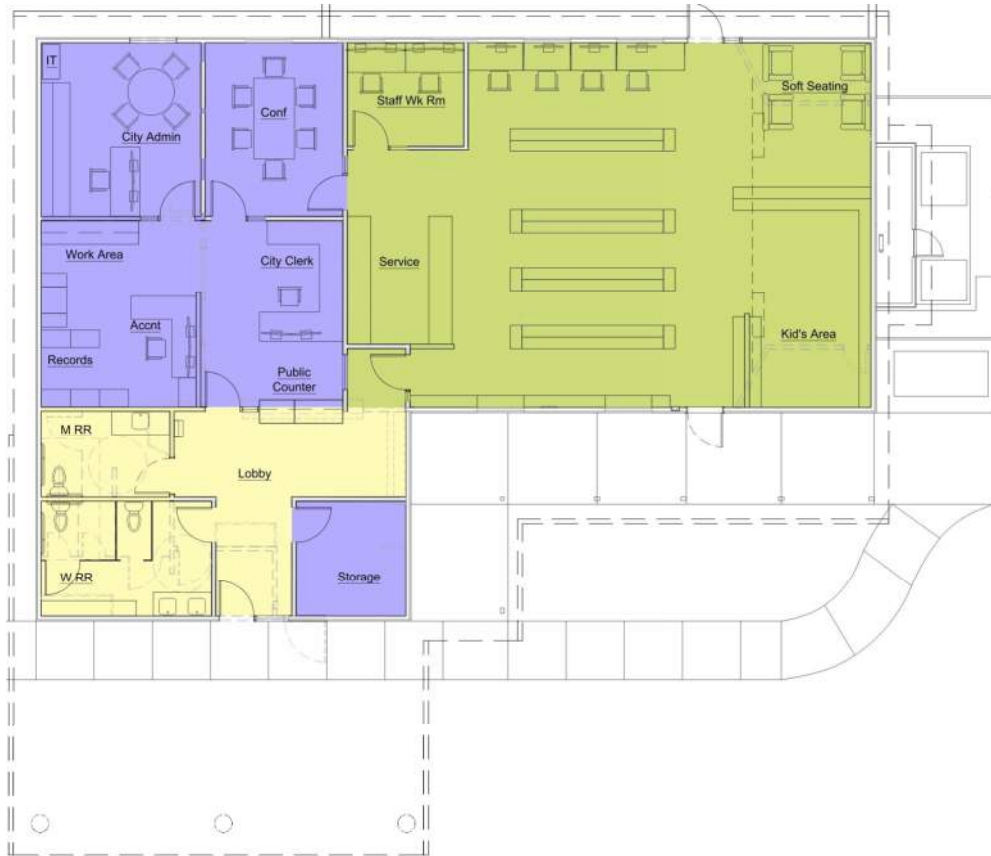
wilson-architecture.com • 541-912-0878

## Cost Estimate Summary

Owner **City of Lowell**  
 Project **Library and City Hall Renovation**  
 Date Printed **8/30/2021**

	Option 1C		Option 5B		
	Base	Premium	Base	Premium 1	Premium 2
Division 02 - Demolition	\$17,557		\$58,720		
Division 03 - Concrete	\$0		\$51,961		
Division 06 - Wood	\$0		\$44,194		
Division 07 - Building Envelope	\$8,611		\$60,109	\$43,788 Remaining roofing	\$35,490 Remaining siding
Division 08 - Doors and Windows	\$61,553		\$119,532		
Division 09 - Interior Finishes	\$78,435	\$24,141 Tile in restrooms	\$192,427		
Division 10 - Specialities	\$34,551		\$56,777		
Division 11 - Equipment	\$2,710		\$4,128		
Division 12 - Furnishings	\$16,878		\$30,234	\$18,606 Increase casework allowance	
Division 21-Fire Suppresion	\$0		\$0		\$86,112 Add fire sprinklers
Division 22 - Plumbing	\$7,176		\$38,885		
Division 23 - HVAC	\$20,093		\$166,483		
Division 26 - Electrical	\$35,736		\$142,085	\$7,176 Additional Site lighting	
Division 27 - Communication	\$3,588		\$28,704		
Division 28 - Electronic Safety	\$4,800		\$7,176		\$35,880 Enhanced security system
Division 31 - Earthwork	\$1,076		\$41,126		\$42,189 Pave south end of lot
Division 32 - Exterior Improvements	\$21,969		\$77,843		\$74,168 Pave south end of lot
Division 33 - Utilities (to the building)	\$0		\$19,734		
<b>Construction Cost Total</b>	<b>\$314,733</b>		<b>\$1,140,118</b>	<b>\$69,570</b>	<b>\$273,839</b>
Other Project Costs 25%	\$78,683		\$285,029	\$17,392	\$68,460
<b>Project Costs Total</b>	<b>\$393,417</b>		<b>\$1,425,147</b>	<b>\$86,962</b>	<b>\$342,298</b>

# Concept Design Option 1b



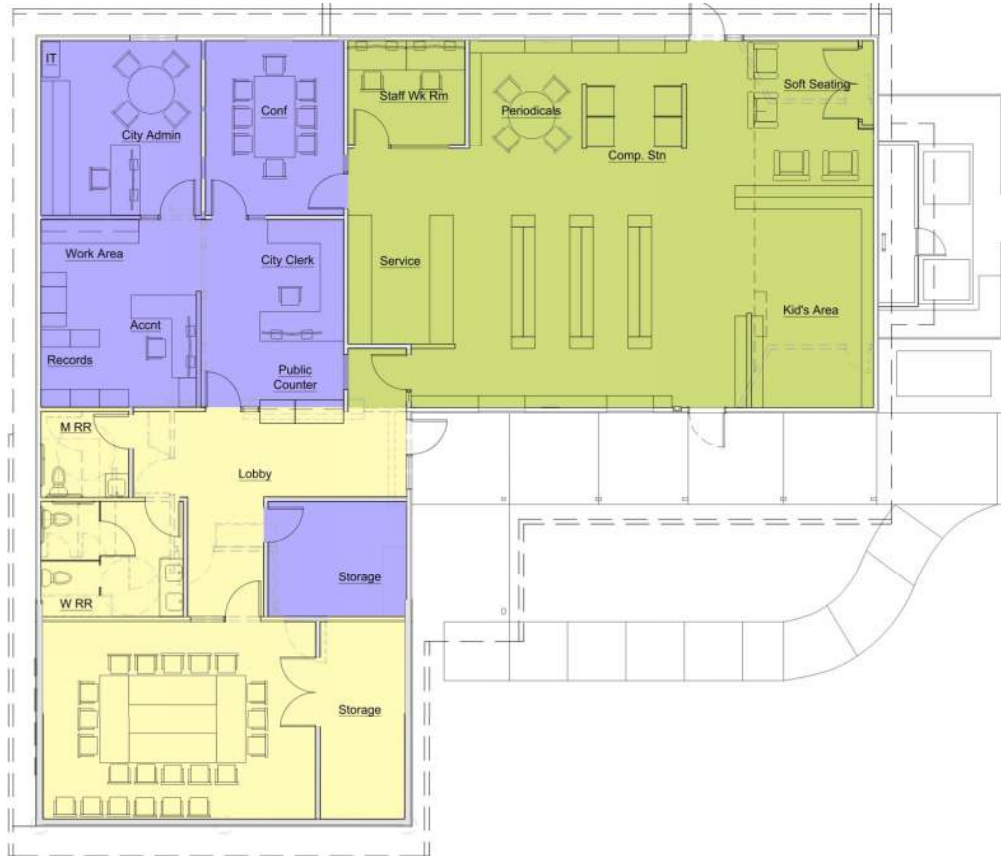
2,880 sf

## Improvements

- New entrance door.
- New windows.
- New flooring throughout.
- New paint interior and ext.
- Revise some ductwork.
- Replace 50% of lights.
- Minor security system.
- Exterior accessible route.



# Concept Design Option 2b



3,456 sf

- Improvements beyond 1b
- Carport infill.
  - Revise all ductwork.
  - New HVAC units.
  - Upgraded elec. service.
  - Replace all lights.
  - New fire alarm system.
  - Upgraded security system.
  - Additional sidewalk.
  - New pavement, north lot.

# Concept Design Option 5b



3,758 sf

- Improvements beyond 2b
- Covered walkway infill.
  - Upgraded HVAC units.
  - Relocated elec. service.
  - New fire sprinklers
  - Enhanced security system.
  - Additional sidewalk.
  - New pavement, all lot.

## Library Attachment 15

### Jeremy Caudle

---

**From:** Curt Wilson <curt@wilson-architecture.com>  
**Sent:** Tuesday, August 17, 2021 10:47 AM  
**To:** Jeremy Caudle; Don Bennett  
**Subject:** Lowell Library and City Hall - design option updates  
**Attachments:** Option 1c-21031-081721.pdf; Option 5b-21031-081721.pdf

Jeremy and Don,  
See attached for updates on designs 1 and 5. You will notice that areas per use type (library, city hall, and common) have been added to the legend. You will notice that the meeting room in 1 is shown as a common space for more direct comparisons between the two options.

Option 1 has been modified per Don's suggestions below, and now referred to as "1c". Version 5 has not changed, therefore still referenced as "5b".

Don asked in his email if the cost estimate would change with the 1c revisions. While there maybe a little more wall in 1c relative to 1b, I don't believe there are material changes in the costs in the spatial modifications. The east door is effectively the main library door, therefore I recommend updating to a larger opening with a sidelite and a new door. Assume an increase of about \$5,000. The extent of interior finish upgrades, including restroom finishes is a variable that needs more attention for Option 1, but can be applied equally to 1b or 1c.

My thoughts on Option 1c. Moving the staff work office and service area to the east are intended to set up the fixed library elements to remain in place in the future when the city hall components are moved out of the building. The elements fit well on the east. When/if the library grows into the space, some walls will come out to connect the library and current city hall work area, but I assume the meeting room and city admin's office would remain as separate library spaces. The lobby in the southwest corner will disproportionate for a single occupant building, especially considering the main entrance is on the east side. If we proceed with 1c or a similar version, I recommend we focus design time on the lobby-storage-restroom area to create a space that works well now and in the future.




Expanding the meeting room in 1c is an effective strategy to improve the capacity of the meeting room, but unfortunately, it comes at the expense of the library. Overall, I'm concerned that the size of the library in option 1 is too small relative to the program area of ~2,400 sf, and option 1c makes the situation worse.

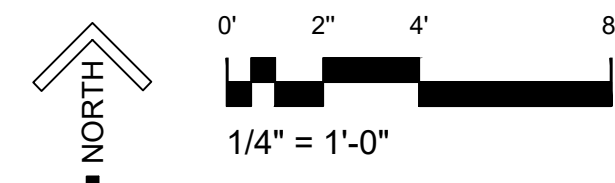
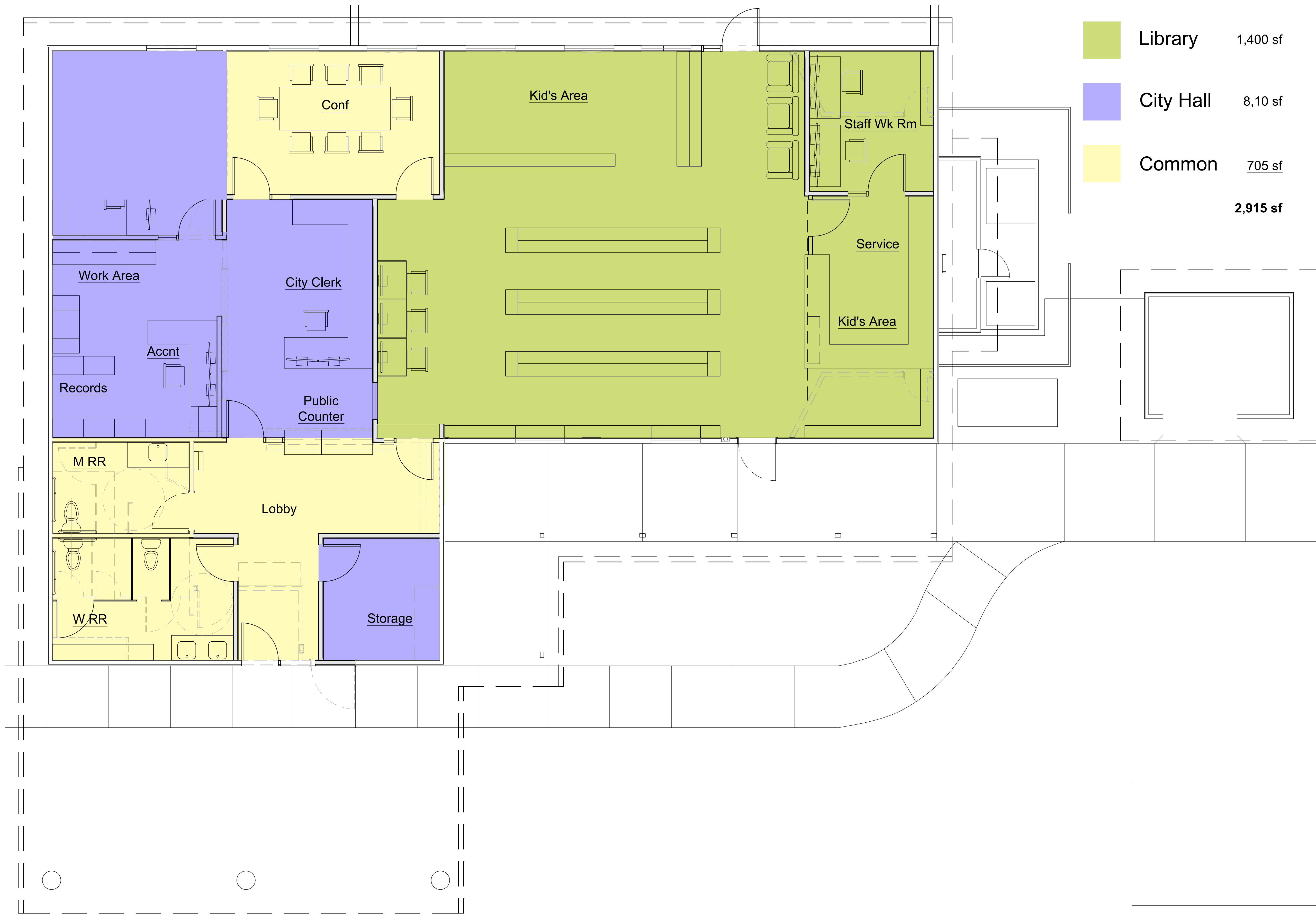
Please let me know if you have any questions. I have meetings out of the office this afternoon, but will allocate time until noon today to make tweaks to these design options if requested.

Thanks,

Curt Wilson, AIA  
Principal | Architect  
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1. Consolidate the library Service area and Staff Work Room into the southeast corner of the building, east of the entry door.
2. Expand the Conference Room 4-5feet into the space vacated by the Staff Work Room.
3. Show a shallow wall cabinet in the northeast corner for the electrical panel.
4. Recommended locations for Kid's Area, Computer Stations, Soft Seating, and bookshelves.

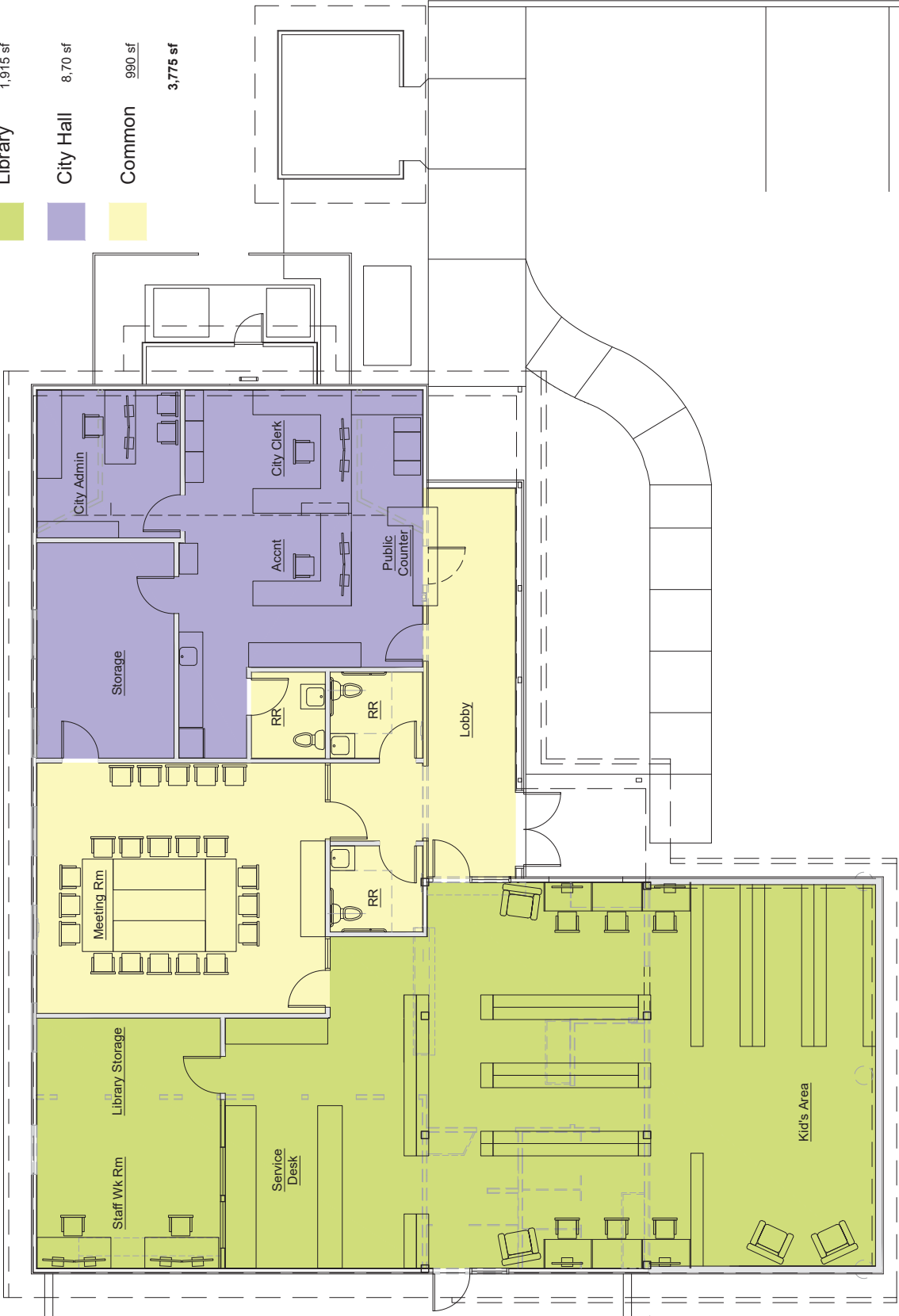
	Library	1,400 sf
	City Hall	8,10 sf
	Common	705 sf
		<b>2,915 sf</b>



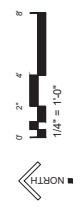
# Floor Plan

# Library Attachment 17

- Library 1,915 sf
  - City Hall 8,70 sf
  - Common 990 sf
- 3,775 sf**



## Floor Plan



# Agenda Item Sheet

## City of Lowell City Council

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Type of item:

Appointments

**Item title/recommended action:**

Consideration of applications submitted for vacant City Councilor Position 3.

- a. Applicant #1 – William Dennis Priser
- b. Applicant #2 – Maureen M. Weathers

**Justification or background:**

With the resignation of Samantha Dragt to accept the City Clerk position, City Council Position 3 is currently vacant. City staff advertised for the vacancy pursuant to Sec. 2.029 in the city code. Notices of the vacancy and instructions on how to apply were mailed in utility bills. Staff received two applications by the deadline. This is on the agenda for City Council to review the applications and to interview the applicants (if determined necessary by City Council). Afterwards, City Council may vote to appoint one of the applicants, at which time the City Recorder will swear in the new City Councilor. Alternatively, the City Council may decide not to make an appointment at this time.

**Department or Council sponsor:**

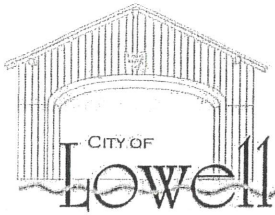
City Council

**Attachments:**

Applications from William Priser and Maureen Weathers; section from City Charters dealing with vacancies; blank copy of oath of office.

Meeting date:

09/07/2021



**VOLUNTEER APPLICATION**  
BOARDS, COMMISSIONS, AND COMMITTEES

RECEIVED

JUL 26 REC'D

SD

Contact Information	
Name:	WILLIAM DENNIS PRISER
Street Address:	85 W 2nd St Lowell OR 97114
Mailing Address:	PO BOX 108
City/State/Zip Code:	LOWELL OR 97452
Home Phone:	541-799-5682
Work Phone:	541-937-3393
E-Mail Address:	WILLIAM.PRISER@GMAIL.COM

Background	
Years of Residence in Lowell:	20
Place of Employment:	LOWELL RURAL FIRE PROTECTION DISTRICT
Occupation:	LIEUTENANT
Educational Background:	2012 - HIGH SCHOOL DIPLOMA - LOWELL HS 2018 - EMT CERTIFICATION - LCC 2021 - ADVANCED & INTERMEDIATE EMT - LCC
Prior Civic Activities:	2010 - 2012 : FIREMAN - LOWELL FIRE 2013 - 2017 : EVENTS, WORSHIP, MISC - EAST VALLEY CHURCH 2017 - 2021 : FIREMAN/EMT - LOWELL FIRE

**Boards, Commissions, or Committees of Interest**

Please check all of the following Boards, Commissions, or Committees that interest you:

- City Council**
- Budget Committee**
- Planning Commission**
- Parks and Recreation Committee**
- Economic Development Committee**
- Library Committee**
- Blackberry Jam Festival Committee**
- Other short-term task groups**

### Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board, Commission, or Committee to which you are applying.

Seven Years of finance experience with Oregon Community CV Primarily auto lending  
Public facing community service, education and events  
Fire, Rescue & EMS operations  
Criminal Law Enforcement & Community Policing  
Work with government agencies including DMV, DHS and Municipal or Circuit Courts

### Motivation

Discuss your motivation for serving on this Board, Commission, or Committee.

Most of my life has been spent as a Lowell resident since 2001. I intend to remain a resident and eventually raise a family in this community and school district. I have been involved in volunteer activities in Lowell since 2010 with few pauses. I want to learn more about Lowell's city functions and serve its citizens by helping the community to continue to grow into a positive and safe environment.

### Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon.

### Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	William Priser
Signature	<i>William Priser</i>
Date	07-22-2021

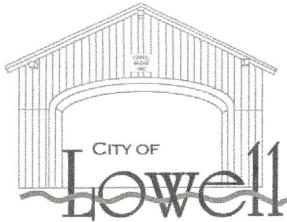
### Our Policy

It is the policy of the City of Lowell to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The City of Lowell accepts applications from potential volunteers throughout the year and will hold applications until vacancies exist on specific boards, commissions, or committees. Thank you for completing this application form and for your interest in volunteering with us.

**Applications may be submitted by mail, in person, or email to:**

City of Lowell  
P.O. Box 490  
107 East Third Street  
Lowell, OR 97452  
[volunteer@ci.lowell.or.us](mailto:volunteer@ci.lowell.or.us)





## VOLUNTEER APPLICATION

### BOARDS, COMMISSIONS, AND COMMITTEES

<b>Contact Information</b>	
Name:	Maureen M. Weathers
Street Address:	29 South Alder Street
Mailing Address:	P.O. Box 39
City/State/Zip Code:	Lowell, OR 97452
Home Phone:	541-954-5765
Work Phone:	541-937-8405 opt. 2
E-Mail Address:	weathers97452@gmail.com

<b>Background</b>	
Years of Residence in Lowell:	21 years
Place of Employment:	Lowell School District
Occupation:	Accountant
Educational Background:	U of O School of Business Bachelor of Science in Management 1978
Prior Civic Activities:	City of Lowell Budget Committee, Lowell Rural Fire Protection Budget Committee, Lowell School District Board, Lowell Grange, McKenzie-Willamette Hospital Board, Springfield City Council/Mayor

### **Boards, Commissions, or Committees of Interest**

Please check all of the following Boards, Commissions, or Committees that interest you:

- City Council**
- Budget Committee**
- Planning Commission**
- Parks and Recreation Committee**
- Economic Development Committee**
- Library Committee**
- Blackberry Jam Festival Committee**
- Other short-term task groups**

RECEIVED

AUG 19 REC'D SD

### Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Board, Commission, or Committee to which you are applying.

See attached

### Motivation

Discuss your motivation for serving on this Board, Commission, or Committee.

See attached

### Special Notice

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### Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Maureen M. Weathers
Signature	Maureen M. Weathers
Date	8-19-21

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[volunteer@ci.lowell.or.us](mailto:volunteer@ci.lowell.or.us)

**Special training, skills, experience:**

My time on the Lowell School Board and the City and Fire District budget committees has given me the experience needed to function successfully as part of a governing board. My educational background and work history in accounting allows me to carefully evaluate operating budgets and other financial matters.

**Motivation:**

Lowell is my adopted "home town" and I would like to help continue the positive direction this community has been headed in. Partnerships are important to me so I believe my experience with the Fire District and School District will help us all work together to advance this community as a whole -- taking advantage of joint opportunities and tackling current and future challenges.

## CHAPTER VII. - VACANCIES IN OFFICE

Section 27. What Creates Vacancy. An office becomes vacant upon the incumbent's death, removal from office, conviction of a crime pertaining to the office for which a sentence of imprisonment is authorized, resignation, or ceasing to possess the qualifications necessary for the office. An elective office becomes vacant upon declaration by the council of the vacancy when either of the following acts occurs without prior notice to the council; the incumbent is absent from the City for a period of 60 days or fails to attend three regular consecutive meetings of the council.

Section 28. Filling of Vacancy. Vacancies in elective offices of the City shall be filled by appointment by a majority of the entire incumbent membership of the council. If no person is appointed, the City shall hold an election for the vacancy at the next available state required election, which shall be the next required election where candidates would have the full required time to file. Any appointee's term of office shall begin upon appointment and continue until the first council meeting after the results of the next available election are certified, or the expiration of the original term of office, if the available election is the election immediately preceding the end of the term of office. The next available election shall be the same as set forth above when there is no appointment. An official elected pursuant to this section shall begin service at the council meeting when the term of the appointed official expires and continue for the remainder of the term.

During the temporary disability of any officer or during the officer's absence temporarily from the City for any cause, the office may be filled pro tem in the manner provided for filling vacancies in office permanently.



P.O. Box 490 Lowell, OR 97452  
Phone: 541-937-2157  
Fax: 541-937-2936

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## Oath of Office

I, \_\_\_\_\_, do solemnly swear that I will support the Constitution and Laws of the United States of America, the Constitution and Laws of the State of Oregon, the Ordinances and Resolutions of the City of Lowell, Oregon, and that I will faithfully and impartially discharge the duties of the office of City Council for the City of Lowell, Oregon, according to the best of my ability, so help me God.

**DATED** this 7<sup>th</sup> day of September 2021.

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**SWORN** before me this 7<sup>th</sup> day of September 2021.

**ATTEST:**

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Jeremy Caudle - City Recorder