

Lowell City Council
Executive Session at 6:00 p.m.
Regular Meeting and Budget Public Hearing at 7:00 p.m.
Tuesday, June 21, 2022

Lowell Rural Fire Protection District Fire Station 1
389 N. Pioneer Street, Lowell, OR 97452

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.

Executive Session Agenda – 6:00 p.m. to 6:50 p.m.

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.

Call to Order/Roll Call

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

Executive Session:

The executive session is being held pursuant to ORS 192.660(2)(i), to review and evaluate the employment-related performance of the chief executive officer. – City Administrator annual performance review

Adjourn Executive Session. The Regular Meeting will follow at 7:00 p.m.

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

Regular Meeting Agenda – 7:00 p.m.

Call to Order/Roll Call/Pledge of Allegiance

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

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. Check register for May 2022
2. Financial reports for April and May 2022
3. Approval of the minutes for the May 17, 2022 regular meeting
4. Approval of the minutes for the May 19, 2022 special meeting
5. Approval of the minutes for the June 7, 2022 regular meeting and executive session

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
 - a. Receive report from RAIN Oregon
2. Public Works report
3. Police report

City Council Meeting Agenda

Public Hearings

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.

1. Resolution #784, "A resolution to establish water and sewer rates to be effective July 1, 2022."
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – City Administrator
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

2. Resolution #785, "A resolution declaring the city's election to receive state revenues for fiscal year 2022/2023."
 - a. The public hearing is now open at ____ (state time)
 - b. The purpose of this hearing is to provide the public with an opportunity to suggest potential uses of state revenue sharing funds. The City of Lowell anticipates receiving the following for fiscal year 2021-2022:
 - State Revenue Sharing: \$12,000
 - Cigarette Tax: \$3,700
 - Liquor Tax: \$22,000
 - Marijuana Tax: \$6,000
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

3. Resolution #786, "A resolution to adopt a budget and impose and categorize taxes for fiscal year 2022/2023"
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – City Administrator
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

City Council Meeting Agenda

4. Resolution #787, “A resolution certifying services.”
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – City Administrator
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

5. Resolution #788, “A resolution to adopt a supplemental budget for the fiscal year beginning July 1, 2021, to make supplemental appropriations, and to authorize the transfer of appropriations within funds.”
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – City Administrator
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

Old Business

New Business

1. Motion to approve a “Profit sharing agreement” with ThriftBooks Global LLC and to authorize the City Administrator to sign. – Discussion/ Possible action

2. Motion to approve Resolution #784, “A resolution to establish water and sewer rates to be effective July 1, 2022.” – Discussion/ Possible action

3. Motion to approve Resolution #785, “A resolution declaring the city’s election to receive state revenues for fiscal year 2022-2023.” – Discussion/ Possible action

4. Motion to approve Resolution #786, “A resolution to adopt a budget and impose and categorize taxes for fiscal year 2022-23.” – Discussion/ Possible action

5. Motion to approve Resolution #787, “A resolution certifying services.” – Discussion/ Possible action

6. Motion to approve Resolution #788, “A resolution to adopt a supplemental budget for the fiscal year beginning July 1, 2021, to make supplemental appropriations, and to authorize the transfer of appropriations within funds.” – Discussion/ Possible action

7. Motion to approve Resolution #789, “A resolution authorizing adjustments to the employee pay scale for fiscal year 2022/2023.” – Discussion/ Possible action

City Council Meeting Agenda

8. Motion to approve “Amendment no. 1” to the May 17, 2022 intergovernmental agreement with the Oregon Department of Transportation and Lane Council of Governments and to authorize the City Administrator to sign. – Discussion/ Possible action
9. Motion to authorize the City Administrator to approve a property line adjustment for city-owned property located at 70 N. Pioneer St. (map and tax lot #1901142404500). – Discussion/ Possible action
10. Motion to approve a “Financial and accounting consultation services” agreement with Layali A. Nichols and to authorize the City Administrator to sign. – Discussion/ Possible action
11. Motion to approve a “Master services agreement for communication transport services” with Douglas Fast Net and to authorize the City Administrator to sign. – Discussion/ Possible action
12. Review and approval of proposals for office copier. – Discussion/ Possible action
Recommended motion: Motion to authorize the City Administrator to execute a 5-year lease agreement with National Business Solutions for the Konica Minolta bizhub C-450i model copier/printer.
13. Discussion of intrusion detection, video recording, and access control for 70 N. Pioneer St. – Discussion

Other Business

Mayor Comments

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

Adjourn the Regular Meeting.

Report Criteria:

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

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
16843								
16843	One Call Concepts	022	1	Membership Fee	230-490-6712	.00	50.00-	50.00- V
16843	One Call Concepts	022	2	Membership Fee	240-490-6220	.00	50.00-	50.00- V
Total 16843:						.00		100.00-
16876								
16876	Segarra Law, LLC	JAN 2022 C	1	Municipal Court Judge	110-480-6120	.00	330.00-	330.00- V
Total 16876:						.00		330.00-
16958								
16958	Banner Bank	MAX 4-2022	1	Tires for Mower	110-420-6324	.00	107.12	107.12
16958	Banner Bank	MAX 4-2022	2	Shipping for Pump for Water Plant	230-490-6324	.00	79.46	79.46
16958	Banner Bank	MAX 4-2022	3	Wire Brushes	240-490-6234	.00	13.98	13.98
16958	Banner Bank	MAX 4-2022	4	Book for CEUs for Nick	240-490-6240	.00	144.00	144.00
Total 16958:						.00		344.56
16959								
16959	Cascade Columbia	833799,8347	1	2 Drums of Hypo and 2 Thiosulfat	240-490-6750	.00	907.17	907.17
Total 16959:						.00		907.17
16960								
16960	Charter Communications	0017828041	1	Internet	110-410-6110	.00	99.99	99.99
16960	Charter Communications	0017828041	2	Internet	230-490-6110	.00	127.98	127.98
Total 16960:						.00		227.97
16961								
16961	City of Lowell	APRIL 2022	1	Water Service	110-410-6420	.00	102.72	102.72
16961	City of Lowell	APRIL 2022	2	Water Service	110-420-6420	.00	271.28	271.28
16961	City of Lowell	APRIL 2022	3	Water Service	110-450-6420	.00	7.96	7.96
16961	City of Lowell	APRIL 2022	4	Water Service	220-490-6420	.00	3.18	3.18
16961	City of Lowell	APRIL 2022	5	Water Service	230-490-6420	.00	36.45	36.45
16961	City of Lowell	APRIL 2022	6	Water Service	240-490-6420	.00	701.79	701.79
16961	City of Lowell	APRIL 2022	7	Sewer Service	110-410-6425	.00	233.38	233.38
16961	City of Lowell	APRIL 2022	8	Sewer Service	110-420-6425	.00	127.88	127.88
16961	City of Lowell	APRIL 2022	9	Sewer Service	110-450-6425	.00	15.99	15.99
16961	City of Lowell	APRIL 2022	10	Sewer Service	220-490-6425	.00	6.39	6.39
16961	City of Lowell	APRIL 2022	11	Sewer Service	230-490-6425	.00	63.94	63.94
16961	City of Lowell	APRIL 2022	12	Sewer Service	240-490-6425	.00	575.46	575.46
Total 16961:						.00		2,146.42
16962								
16962	City of Oakridge	00556-04-22	1	Police Service	110-430-6118	.00	2,534.60	2,534.60
Total 16962:						.00		2,534.60

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
16963								
16963	H & J Construction	5150	1	Water Line Repair and Excavation	230-490-6330	.00	626.40	626.40
Total 16963:						.00		626.40
16964								
16964	Lane Electric Cooperative	APRIL 2022	1	Electricity	110-410-6430	.00	368.09	368.09
16964	Lane Electric Cooperative	APRIL 2022	2	Electricity	110-420-6430	.00	306.62	306.62
16964	Lane Electric Cooperative	APRIL 2022	3	Electricity	110-450-6430	.00	53.37	53.37
16964	Lane Electric Cooperative	APRIL 2022	4	Electricity	110-470-6326	.00	65.42	65.42
16964	Lane Electric Cooperative	APRIL 2022	5	Electricity	220-490-6430	.00	21.35	21.35
16964	Lane Electric Cooperative	APRIL 2022	6	Electricity	230-490-6430	.00	1,522.69	1,522.69
16964	Lane Electric Cooperative	APRIL 2022	7	Electricity	240-490-6430	.00	1,979.25	1,979.25
16964	Lane Electric Cooperative	APRIL 2022	8	Electricity	312-490-6430	.00	972.15	972.15
Total 16964:						.00		5,288.94
16965								
16965	LiftOff LLC	6227ADD4	1	Office 365	110-410-6122	.00	15.00	15.00
16965	LiftOff LLC	6227ADD4	2	Office 365	110-450-6122	.00	3.60	3.60
16965	LiftOff LLC	6227ADD4	3	Office 365	220-490-6122	.00	5.40	5.40
16965	LiftOff LLC	6227ADD4	4	Office 365	230-490-6122	.00	15.00	15.00
16965	LiftOff LLC	6227ADD4	5	Office 365	240-490-6122	.00	15.00	15.00
16965	LiftOff LLC	6227ADD4	6	Office 365	312-490-6122	.00	6.00	6.00
Total 16965:						.00		60.00
16966								
16966	Lowell School District	8820	1	The Bridge Printing 2021-2022	110-410-6220	.00	750.75	750.75
Total 16966:						.00		750.75
16967								
16967	Professional Credit Service	23491	1	Collection fee for service	110-480-6565	.00	5.97	5.97
Total 16967:						.00		5.97
16968								
16968	Renewable Resource Grou	147483,1475	1	Invoice 147483 BOD, TSS for Se	240-490-6755	.00	196.20	196.20
16968	Renewable Resource Grou	147483,1475	2	Invoive 147561 E-Coli for Sewer	240-490-6755	.00	62.10	62.10
16968	Renewable Resource Grou	147483,1475	3	Invoice 147700 BOD, TSS for Se	240-490-6755	.00	196.20	196.20
16968	Renewable Resource Grou	147483,1475	4	Invoice 147786 E-Coli for Sewer	240-490-6755	.00	62.10	62.10
16968	Renewable Resource Grou	147483,1475	5	Invoice 147961 BOD, TSS and E-	240-490-6755	.00	258.30	258.30
16968	Renewable Resource Grou	147483,1475	6	Invoice 147762 Bac-T for Water PI	230-490-6755	.00	45.90	45.90
Total 16968:						.00		820.80
16969								
16969	Wilson Architecture	21031-09	1	Library Reno - City Hall Allocation	110-450-8225	.00	1,553.62	1,553.62
16969	Wilson Architecture	21031-09	2	Library Reno - Library Allocation	110-450-8225	.00	6,214.48	6,214.48
Total 16969:						.00		7,768.10
16970								
16970	Banner Bank	JEREMY AP	1	Microsoft - Azure Cloud storage	110-410-6122	.00	3.60	3.60
16970	Banner Bank	JEREMY AP	2	Microsoft - Azure Cloud storage	110-440-6122	.00	1.52	1.52

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
16970	Banner Bank	JEREMY AP	3	Microsoft - Azure Cloud storage	220-490-6122	.00	1.74	1.74
16970	Banner Bank	JEREMY AP	4	Microsoft - Azure Cloud storage	230-490-6122	.00	3.60	3.60
16970	Banner Bank	JEREMY AP	5	Microsoft - Azure Cloud storage	240-490-6122	.00	3.60	3.60
16970	Banner Bank	JEREMY AP	6	Microsoft - Azure Cloud storage	312-490-6122	.00	1.92	1.92
16970	Banner Bank	JEREMY AP	7	Fast Signs - Posteing sale 8 N Hyl	110-410-6290	.00	551.24	551.24
16970	Banner Bank	JEREMY AP	8	office Depot - Law enforcement su	110-440-6220	.00	21.99	21.99
16970	Banner Bank	JEREMY AP	9	Zoom - remote Meetings	110-410-6122	.00	10.16	10.16
16970	Banner Bank	SAM ARPIL 2	1	Zoom - Remote Meetings	110-410-6122	.00	14.99	14.99
16970	Banner Bank	SAM ARPIL 2	2	one box -- BBJ	220-490-6230	.00	17.65	17.65
16970	Banner Bank	SAM ARPIL 2	3	Staples - AA batteries, # 10 Envel	110-410-6230	.00	13.80	13.80
16970	Banner Bank	SAM ARPIL 2	4	Staples - AA batteries, # 10 Envel	312-490-6230	.00	9.20	9.20
16970	Banner Bank	SAM ARPIL 2	5	Staples - AA batteries, # 10 Envel	240-490-6230	.00	23.91	23.91
16970	Banner Bank	SAM ARPIL 2	6	Staples - AA batteries, # 10 Envel	230-490-6230	.00	23.91	23.91
16970	Banner Bank	SAM ARPIL 2	7	Staples - AA batteries, # 10 Envel	220-490-6230	.00	5.52	5.52
16970	Banner Bank	SAM ARPIL 2	8	Staples - AA batteries, # 10 Envel	110-450-6230	.00	15.62	15.62
16970	Banner Bank	SAM ARPIL 2	9	office Depot - Hole Punch , Counc	110-410-6230	.00	6.17	6.17
16970	Banner Bank	SAM ARPIL 2	10	office Depot - Hole Punch , Counc	110-450-6230	.00	7.00	7.00
16970	Banner Bank	SAM ARPIL 2	11	office Depot - Hole Punch , Counc	220-490-6230	.00	2.47	2.47
16970	Banner Bank	SAM ARPIL 2	12	office Depot - Hole Punch , Counc	230-490-6230	.00	10.69	10.69
16970	Banner Bank	SAM ARPIL 2	13	office Depot - Hole Punch , Counc	240-490-6230	.00	10.69	10.69
16970	Banner Bank	SAM ARPIL 2	14	office Depot - Hole Punch , Counc	312-490-6230	.00	4.11	4.11
Total 16970:						.00		765.10
16971								
16971	BB&A Enviornmental	23935	1	UST Decommissioning for 205 E	110-440-8225	.00	5,555.96	5,555.96
Total 16971:						.00		5,555.96
16972								
16972	Bridge Town Market	4722-5322	1	Fuel for Mower and 2017 Ram	110-420-6710	.00	172.82	172.82
16972	Bridge Town Market	4722-5322	2	Batteries for Sound Equipment	230-490-6234	.00	19.38	19.38
Total 16972:						.00		192.20
16973								
16973	Cascade Columbia	832529, 835	1	Tote of Pass C	230-490-6750	.00	2,192.83	2,192.83
Total 16973:						.00		2,192.83
16974								
16974	Caselle	117042 MAY	1	Contract Support and Maintenanc	110-410-6122	.00	234.38	234.38
16974	Caselle	117042 MAY	2	Contract Support and Maintenanc	110-420-6122	.00	78.60	78.60
16974	Caselle	117042 MAY	3	Contract Support and Maintenanc	110-440-6122	.00	17.50	17.50
16974	Caselle	117042 MAY	4	Contract Support and Maintenanc	110-450-6122	.00	50.65	50.65
16974	Caselle	117042 MAY	5	Contract Support and Maintenanc	220-490-6122	.00	23.70	23.70
16974	Caselle	117042 MAY	6	Contract Support and Maintenanc	230-490-6122	.00	374.11	374.11
16974	Caselle	117042 MAY	7	Contract Support and Maintenanc	240-490-6122	.00	374.11	374.11
16974	Caselle	117042 MAY	8	Contract Support and Maintenanc	312-490-6122	.00	81.55	81.55
16974	Caselle	117042 MAY	9	Contract Support and Maintenanc	314-490-6122	.00	12.40	12.40
Total 16974:						.00		1,247.00
16975								
16975	Century Link	MAY 2022	1	Telephone Service	110-410-6440	.00	131.02	131.02
16975	Century Link	MAY 2022	2	Telephone Service	110-450-6440	.00	33.70	33.70

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
16975	Century Link	MAY 2022	3	Telephone Service	220-490-6440	.00	18.30	18.30
16975	Century Link	MAY 2022	4	Internet Service	230-490-6435	.00	75.00	75.00
16975	Century Link	MAY 2022	5	Telephone Service	230-490-6440	.00	142.25	142.25
16975	Century Link	MAY 2022	6	Telephone Service	240-490-6440	.00	172.23	172.23
Total 16975:						.00		572.50
16976								
16976	City of Oakridge	00556-05-22	1	Police Service	110-430-6118	.00	2,534.60	2,534.60
Total 16976:						.00		2,534.60
16977								
16977	Consolidated Supply	S010792621.	1	Parts ro repair Backwashline	230-490-6324	.00	651.60	651.60
Total 16977:						.00		651.60
16978								
16978	Hunter Communications	198409	1	Internet Service	110-410-6435	.00	120.21	120.21
16978	Hunter Communications	198409	2	Internet Service	110-450-6435	.00	46.24	46.24
16978	Hunter Communications	198409	3	Internet Service	220-490-6435	.00	18.49	18.49
Total 16978:						.00		184.94
16979								
16979	Lane Forest Products	S529833, S5	1	Green waste haul off fee	110-460-6128	.00	11.00	11.00
16979	Lane Forest Products	S529833, S5	2	Rock - 3/4 minus for water leak ba	230-490-6330	.00	64.00	64.00
Total 16979:						.00		75.00
16980								
16980	Lowell School District	033121022	1	CET Tax	110-2515	.00	20,654.09	20,654.09
Total 16980:						.00		20,654.09
16981								
16981	Nichols, Layli	MAY 2022	1	Consulting Services	110-410-6114	.00	351.75	351.75
16981	Nichols, Layli	MAY 2022	2	Consulting Services	312-490-6114	.00	117.25	117.25
16981	Nichols, Layli	MAY 2022	3	Consulting Services	230-490-6114	.00	351.75	351.75
16981	Nichols, Layli	MAY 2022	4	Consulting Services	240-490-6114	.00	351.75	351.75
Total 16981:						.00		1,172.50
16982								
16982	Northwest Code Profession	3978	1	Building Permit Cost	220-490-6150	.00	4,146.94	4,146.94
16982	Northwest Code Profession	3978	2	Electrical Permit Cost	220-490-6152	.00	935.25	935.25
Total 16982:						.00		5,082.19
16983								
16983	Pacific Office Automation In	5019967499	1	Postage Machine	110-410-6128	.00	41.69	41.69
16983	Pacific Office Automation In	5019967499	2	Postage Machine	230-490-6128	.00	83.37	83.37
16983	Pacific Office Automation In	5019967499	3	Postage Machine	240-490-6128	.00	83.37	83.37
Total 16983:						.00		208.43

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
16984								
16984	Peterson	SW29007602	1	Troubleshooting Coolant Leak in	230-490-6324	.00	481.95	481.95
Total 16984:						.00		481.95
16985								
16985	Pleasant Hill Feed & Farm	301522	1	Latches for Padlocks in RR Park	110-420-6234	.00	15.87	15.87
Total 16985:						.00		15.87
16986								
16986	Renewable Resource Grou	148069, 1481	1	Invoice 148069 BOB, TSS for Se	240-490-6755	.00	196.20	196.20
16986	Renewable Resource Grou	148069, 1481	2	Invoice 148168 E-Coli for Sewer	240-490-6755	.00	62.10	62.10
16986	Renewable Resource Grou	148069, 1481	3	Invoice 148113 Bac-T for Water PI	230-490-6755	.00	45.90	45.90
Total 16986:						.00		304.20
16987								
16987	Sanders, Tim	92	1	Monthly DRC Fee for Collections	240-490-6128	.00	300.00	300.00
Total 16987:						.00		300.00
16988								
16988	SaniPac	4191582S01	1	Refuse Services	230-490-6445	.00	48.18	48.18
16988	SaniPac	4191582S01	2	Refuse Services	240-490-6445	.00	48.18	48.18
Total 16988:						.00		96.36
16989								
16989	Southside Bank	MAY 2022	1	Main Street Property - Interest	110-800-7510	.00	667.28	667.28
Total 16989:						.00		667.28
16990								
16990	State of Oregon DEQ	WQ23WSC-0	1	State of OR DEQ water quality W	240-490-6520	.00	100.00	100.00
Total 16990:						.00		100.00
16991								
16991	U.S. Equipment Finance	471603746	1	Copier Contract	110-410-6124	.00	147.98	147.98
Total 16991:						.00		147.98
16992								
16992	Verizon Wireless	9904791754	1	Cell Phone, tablet	110-410-6440	.00	89.92	89.92
16992	Verizon Wireless	9904791754	2	Cell Phone, tablet	230-490-6440	.00	108.00	108.00
16992	Verizon Wireless	9904791754	3	Cell Phone	240-490-6440	.00	68.00	68.00
Total 16992:						.00		265.92
16993								
16993	BOLI	MO/COL 202	1	Contract Fee for 70N Pioneer Proj	110-410-8225	.00	157.73	157.73
16993	BOLI	MO/COL 202	2	Contract Fee for 70 N Pioneer Pro	110-450-8225	.00	292.92	292.92
Total 16993:						.00		450.65

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
16994								
16994	Brian J Jensen	INV-5147	1	IT Services	110-410-6122	.00	36.00	36.00
16994	Brian J Jensen	INV-5147	2	IT Services	110-450-6122	.00	7.20	7.20
16994	Brian J Jensen	INV-5147	3	IT Services	230-490-6122	.00	14.40	14.40
16994	Brian J Jensen	INV-5147	4	IT Services	240-490-6122	.00	14.40	14.40
Total 16994:						.00		72.00
16995								
16995	CenturyLink Business Serv	292482568	1	Telephone Service	110-410-6440	.00	1.88	1.88
Total 16995:						.00		1.88
16996								
16996	Charter Communications	0017270508	1	Internet	230-490-6110	.00	127.98	127.98
Total 16996:						.00		127.98
16997								
16997	City of Lowell	MARCH 202	1	Water Franchise fees	230-490-6760	.00	1,290.32	1,290.32
16997	City of Lowell	MARCH 202	2	Sewer Franchise Fees	240-490-6760	.00	1,703.30	1,703.30
Total 16997:						.00		2,993.62
16998								
16998	City of Oakridge	MUNICOURT	1	Court Service	110-480-6128	.00	730.64	730.64
16998	City of Oakridge	MUNICOURT	2	Bailliff	110-480-6121	.00	63.34	63.34
Total 16998:						.00		793.98
16999								
16999	Gatehouse Eugene - Adver	0000114195	1	Public Notice	110-410-6220	.00	155.00	155.00
Total 16999:						.00		155.00
17000								
17000	LiftOff LLC	2022 RENE	1	Office 365	110-410-6122	.00	855.00	855.00
17000	LiftOff LLC	2022 RENE	2	Office 365	110-450-6122	.00	205.20	205.20
17000	LiftOff LLC	2022 RENE	3	Office 365	220-490-6122	.00	307.80	307.80
17000	LiftOff LLC	2022 RENE	4	Office 365	230-490-6122	.00	855.00	855.00
17000	LiftOff LLC	2022 RENE	5	Office 365	240-490-6122	.00	855.00	855.00
17000	LiftOff LLC	2022 RENE	6	Office 365	312-490-6122	.00	342.00	342.00
Total 17000:						.00		3,420.00
17001								
17001	Lowell Mini Storage	APRIL/MAY2	1	Storage Rental Unit #L029	314-490-6705	.00	80.00	80.00
17001	Lowell Mini Storage	APRIL/MAY2	2	Storage Rental Unit #L029	314-490-6705	.00	80.00	80.00
Total 17001:						.00		160.00
17002								
17002	Samantha Dragt	MILAGE REI	1	Milage reimbursment Newport OA	110-480-6240	.00	133.38	133.38
Total 17002:						.00		133.38

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
17003								
17003	St. Cousair Oregon Orchar	BBJ 2022	1	Jam	314-490-6814	.00	378.00	378.00
Total 17003:						.00		378.00
17004								
17004	City of Lowell	APRIL 2022	1	Water Franchise fees	230-490-6760	.00	1,255.80	1,255.80
17004	City of Lowell	APRIL 2022	2	Sewer Franchise Fees	240-490-6760	.00	1,731.54	1,731.54
Total 17004:						.00		2,987.34
Grand Totals:						.00		76,194.01

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	330.00	47,077.48-	46,747.48-
110-2515	20,654.09	.00	20,654.09
110-410-6110	99.99	.00	99.99
110-410-6114	351.75	.00	351.75
110-410-6122	1,169.13	.00	1,169.13
110-410-6124	147.98	.00	147.98
110-410-6128	41.69	.00	41.69
110-410-6220	905.75	.00	905.75
110-410-6230	19.97	.00	19.97
110-410-6290	551.24	.00	551.24
110-410-6420	102.72	.00	102.72
110-410-6425	233.38	.00	233.38
110-410-6430	368.09	.00	368.09
110-410-6435	120.21	.00	120.21
110-410-6440	222.82	.00	222.82
110-410-8225	157.73	.00	157.73
110-420-6122	78.60	.00	78.60
110-420-6234	15.87	.00	15.87
110-420-6324	107.12	.00	107.12
110-420-6420	271.28	.00	271.28
110-420-6425	127.88	.00	127.88
110-420-6430	306.62	.00	306.62
110-420-6710	172.82	.00	172.82
110-430-6118	5,069.20	.00	5,069.20
110-440-6122	19.02	.00	19.02
110-440-6220	21.99	.00	21.99
110-440-8225	5,555.96	.00	5,555.96
110-450-6122	266.65	.00	266.65
110-450-6230	22.62	.00	22.62
110-450-6420	7.96	.00	7.96
110-450-6425	15.99	.00	15.99
110-450-6430	53.37	.00	53.37
110-450-6435	46.24	.00	46.24
110-450-6440	33.70	.00	33.70
110-450-8225	8,061.02	.00	8,061.02
110-460-6128	11.00	.00	11.00
110-470-6326	65.42	.00	65.42

GL Account	Debit	Credit	Proof
110-480-6120	.00	330.00-	330.00-
110-480-6121	63.34	.00	63.34
110-480-6128	730.64	.00	730.64
110-480-6240	133.38	.00	133.38
110-480-6565	5.97	.00	5.97
110-800-7510	667.28	.00	667.28
220-2125	.00	5,514.18-	5,514.18-
220-490-6122	338.64	.00	338.64
220-490-6150	4,146.94	.00	4,146.94
220-490-6152	935.25	.00	935.25
220-490-6230	25.64	.00	25.64
220-490-6420	3.18	.00	3.18
220-490-6425	6.39	.00	6.39
220-490-6430	21.35	.00	21.35
220-490-6435	18.49	.00	18.49
220-490-6440	18.30	.00	18.30
230-2125	50.00	10,737.84-	10,687.84-
230-490-6110	255.96	.00	255.96
230-490-6114	351.75	.00	351.75
230-490-6122	1,262.11	.00	1,262.11
230-490-6128	83.37	.00	83.37
230-490-6230	34.60	.00	34.60
230-490-6234	19.38	.00	19.38
230-490-6324	1,213.01	.00	1,213.01
230-490-6330	690.40	.00	690.40
230-490-6420	36.45	.00	36.45
230-490-6425	63.94	.00	63.94
230-490-6430	1,522.69	.00	1,522.69
230-490-6435	75.00	.00	75.00
230-490-6440	250.25	.00	250.25
230-490-6445	48.18	.00	48.18
230-490-6712	.00	50.00-	50.00-
230-490-6750	2,192.83	.00	2,192.83
230-490-6755	91.80	.00	91.80
230-490-6760	2,546.12	.00	2,546.12
240-2125	50.00	11,209.93-	11,159.93-
240-490-6114	351.75	.00	351.75
240-490-6122	1,262.11	.00	1,262.11
240-490-6128	383.37	.00	383.37
240-490-6220	.00	50.00-	50.00-
240-490-6230	34.60	.00	34.60
240-490-6234	13.98	.00	13.98
240-490-6240	144.00	.00	144.00
240-490-6420	701.79	.00	701.79
240-490-6425	575.46	.00	575.46
240-490-6430	1,979.25	.00	1,979.25
240-490-6440	240.23	.00	240.23
240-490-6445	48.18	.00	48.18
240-490-6520	100.00	.00	100.00
240-490-6750	907.17	.00	907.17
240-490-6755	1,033.20	.00	1,033.20
240-490-6760	3,434.84	.00	3,434.84
312-2125	.00	1,534.18-	1,534.18-
312-490-6114	117.25	.00	117.25
312-490-6122	431.47	.00	431.47
312-490-6230	13.31	.00	13.31
312-490-6430	972.15	.00	972.15

GL Account	Debit	Credit	Proof
314-2125	.00	550.40-	550.40-
314-490-6122	12.40	.00	12.40
314-490-6705	160.00	.00	160.00
314-490-6814	378.00	.00	378.00
Grand Totals:	<u>77,054.01</u>	<u>77,054.01-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

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

Bank.Name = "General"

CITY OF LOWELL
 COMBINED CASH INVESTMENT
 APRIL 30, 2022

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	603,353.66
999-1115	CASH IN BANK - LGIP	1,018,277.94
		1,621,631.60
	TOTAL COMBINED CASH	1,621,631.60
999-1110	CASH ALLOCATED TO FUNDS	(1,621,631.60)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	437,376.90
220	ALLOCATION TO BUILDING FUND	52,568.78
230	ALLOCATION TO WATER FUND	104,380.12
240	ALLOCATION TO SEWER FUND	164,302.26
312	ALLOCATION TO STREET FUND	102,802.26
314	ALLOCATION TO BLACKBERRY JAM FUND	12,734.25
410	ALLOCATION TO PARKS SDC FUND	82,553.89
412	ALLOCATION TO STREETS SDC FUND	64,426.12
430	ALLOCATION TO WATER SDC FUND	356,094.87
440	ALLOCATION TO SEWER SDC FUND	124,644.11
445	ALLOCATION TO STORMWATER SDC FUND	64,574.37
520	ALLOCATION TO WATER RESERVE FUND	39,415.52
521	ALLOCATION TO SEWER RESERVE FUND	15,758.15
		1,621,631.60
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,621,631.60
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	(1,621,631.60)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	218,608.78	
110-1115	CASH IN BANK - LGIP	218,768.12	
110-1120	PETTY CASH	250.00	
110-1620	INVENTORY	308,934.79	
110-1710	LAND	2,595,845.69	
110-1720	BUILDINGS & FACILITIES	430,908.77	
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	(187,520.17)	
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>3,665,204.59</u>

LIABILITIES AND EQUITY

LIABILITIES

110-2205	WAGES PAYABLE	2,044.92	
110-2210	PAYROLL TAXES PAYABLE	922.37	
110-2245	HEALTH INSURANCE PAYABLE	795.73	
110-2250	RETIREMENT PAYABLE	1,010.40	
110-2255	DEFERRED COMP PAYABLE	30.00	
110-2510	BAIL HELD	1,455.00	
110-2515	CET TAX COLLECTED	24,858.71	
110-2525	OTHER DEPOSITS	103.00	
110-2750	LONG TERM DEBT	803,036.97	
	TOTAL LIABILITIES		834,257.10

FUND EQUITY

110-3100	BEGINNING FUND BALANCE	205,803.47	
110-3275	GASB - FIXED ASSETS	3,227,577.69	
110-3277	GAAP - LONG TERM DEBT	(803,036.97)	
	REVENUE OVER EXPENDITURES - YTD	<u>200,603.30</u>	
	BALANCE - CURRENT DATE	<u>200,603.30</u>	
	TOTAL FUND EQUITY		<u>2,830,947.49</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,665,204.59</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
110-310-4112	PROPERTY TAXES - CURRENT	602.93	177,355.60	153,139.00 (24,216.60) 115.8
110-310-4114	PROPERTY TAXES - PRIOR	112.65	2,004.70	2,600.00	595.30 77.1
	TOTAL TAXES	715.58	179,360.30	155,739.00 (23,621.30) 115.2
<u>INVESTMENT EARNINGS</u>					
110-315-4125	INTEREST EARNED	164.15	1,075.95	2,500.00	1,424.05 43.0
	TOTAL INVESTMENT EARNINGS	164.15	1,075.95	2,500.00	1,424.05 43.0
<u>INTERGOVERNMENTAL</u>					
110-320-4132	STATE REVENUE SHARING	.00	9,422.96	11,000.00	1,577.04 85.7
110-320-4134	CIGARETTE TAX	66.81	793.56	3,407.00	2,613.44 23.3
110-320-4136	LIQUOR TAX	1,560.58	18,135.43	22,000.00	3,864.57 82.4
110-320-4145	TRANSIENT ROOM TAX	(7,438.21)	34.48	.00 (34.48) .0
110-320-4148	MARIJUANA TAX DISTRIBUTION	603.43	1,782.09	6,000.00	4,217.91 29.7
	TOTAL INTERGOVERNMENTAL	(5,207.39)	30,168.52	42,407.00	12,238.48 71.1
<u>GRANT REVENUES</u>					
110-325-4151	GENERAL GOVT - OPERATING GRANT	.00	78,436.55	140,000.00	61,563.45 56.0
110-325-4152	TOURISM - OPERATING GRANT	.00	10,586.00	10,200.00 (386.00) 103.8
110-325-4154	SUMMER READING - OPER GRANT	.00	1,000.00	.00 (1,000.00) .0
110-325-4155	LIBRARY - CAPITAL GRANT	.00	191,466.00	225,500.00	34,034.00 84.9
110-325-4158	COMM DEV - OPERATING GRANT	.00	999.55	.00 (999.55) .0
110-325-4160	PARKS - OPERATING GRANT	.00	.00	240,000.00	240,000.00 .0
	TOTAL GRANT REVENUES	.00	282,488.10	615,700.00	333,211.90 45.9
<u>FRANCHISE FEES</u>					
110-330-4310	CABLE FRANCHISE FEES	.00	5,243.60	5,900.00	656.40 88.9
110-330-4312	ELECTRIC FRANCHISE FEES	.00	53,452.44	53,000.00 (452.44) 100.9
110-330-4316	TELECOM FRANCHISE FEES	.00	1,338.54	3,000.00	1,661.46 44.6
110-330-4318	WATER FRANCHISE FEES	.00	12,552.48	18,500.00	5,947.52 67.9
110-330-4320	SEWER FRANCHISE FEES	.00	12,986.34	20,335.00	7,348.66 63.9
	TOTAL FRANCHISE FEES	.00	85,573.40	100,735.00	15,161.60 85.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSES & PERMITS</u>					
110-335-4352 LAND USE & DEVELOPMENT	3,590.00	8,005.00	15,000.00	6,995.00	53.4
110-335-4354 MISC PERMITS & LICENSES	.00	20.00	275.00	255.00	7.3
110-335-4360 DOG LICENSES	.00	313.00	800.00	487.00	39.1
TOTAL LICENSES & PERMITS	3,590.00	8,338.00	16,075.00	7,737.00	51.9
<u>CHARGES FOR SERVICE</u>					
110-340-4410 COPY, FAX, NOTARY & RESEARCH	44.55	339.55	1,030.00	690.45	33.0
110-340-4415 LIBRARY BUSINESS SERVICES	.00	.00	250.00	250.00	.0
110-340-4417 LIEN SEARCHES	20.00	730.00	515.00	(215.00)	141.8
110-340-4419 ELECTION FILING FEES	.00	.00	100.00	100.00	.0
110-340-4421 SDC/CET ADMIN FEE	519.90	7,617.79	4,005.00	(3,612.79)	190.2
110-340-4423 PAY STATION REVENUE	.00	45.75	125.00	79.25	36.6
TOTAL CHARGES FOR SERVICE	584.45	8,733.09	6,025.00	(2,708.09)	145.0
<u>SDC REVENUE</u>					
110-345-4511 PARKS REIMBURSEMENT SDC	94.00	1,128.00	735.00	(393.00)	153.5
TOTAL SDC REVENUE	94.00	1,128.00	735.00	(393.00)	153.5
<u>FINES & FORFEITURES</u>					
110-350-4625 MUNICIPAL COURT REVENUE	75.00	7,488.19	3,146.00	(4,342.19)	238.0
TOTAL FINES & FORFEITURES	75.00	7,488.19	3,146.00	(4,342.19)	238.0
<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	.00	301.85	.00	(301.85)	.0
110-370-4826 PARKS DONATIONS	.00	945.00	.00	(945.00)	.0
110-370-4849 CAPITAL ASSET DISPOSAL	.00	.00	418,700.00	418,700.00	.0
TOTAL OTHER REVENUE	.00	1,246.85	418,700.00	417,453.15	.3

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FUNDRAISING & EVENT REVENUE</u>						
110-380-4865	LIBRARY CAPITAL CAMPAIGN	.00	13,270.00	.00	(13,270.00)	.0
	TOTAL FUNDRAISING & EVENT REVENUE	.00	13,270.00	.00	(13,270.00)	.0
<u>MISCELLANEOUS REVENUE</u>						
110-385-4895	MISCELLANEOUS REVENUE	.00	468.84	2,250.00	1,781.16	20.8
	TOTAL MISCELLANEOUS REVENUE	.00	468.84	2,250.00	1,781.16	20.8
	TOTAL FUND REVENUE	15.79	619,339.24	1,864,012.00	1,244,672.76	33.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONAL SERVICES</u>					
110-410-5110	1,487.50	15,900.01	17,850.00	1,949.99	89.1
110-410-5114	380.50	4,711.96	5,828.00	1,116.04	80.9
110-410-5158	125.28	1,557.26	2,195.00	637.74	71.0
110-410-5220	32.92	62.99	84.00	21.01	75.0
110-410-5315	77.41	1,623.09	1,978.00	354.91	82.1
110-410-5320	.31	48.70	457.00	408.30	10.7
110-410-5350	.00	.00	1,728.00	1,728.00	.0
110-410-5410	260.71	3,492.66	3,901.00	408.34	89.5
110-410-5450	397.76	3,865.82	5,095.00	1,229.18	75.9
	<u>2,762.39</u>	<u>31,262.49</u>	<u>39,116.00</u>	<u>7,853.51</u>	<u>79.9</u>
<u>TOTAL PERSONAL SERVICES</u>					
 <u>MATERIALS & SERVICES</u>					
110-410-6110	(99.99)	5,675.01	5,500.00	(175.01)	103.2
110-410-6112	.00	1,049.14	2,500.00	1,450.86	42.0
110-410-6114	351.75	3,778.25	6,215.00	2,436.75	60.8
110-410-6122	388.24	7,732.23	12,000.00	4,267.77	64.4
110-410-6124	147.98	1,479.80	2,250.00	770.20	65.8
110-410-6128	4,885.07	6,235.31	12,500.00	6,264.69	49.9
110-410-6210	.00	1,033.45	6,426.00	5,392.55	16.1
110-410-6220	829.40	3,635.12	1,400.00	(2,235.12)	259.7
110-410-6222	.00	.00	1,200.00	1,200.00	.0
110-410-6226	5.55	628.03	500.00	(128.03)	125.6
110-410-6228	.00	293.85	500.00	206.15	58.8
110-410-6230	(83.85)	2,189.77	2,000.00	(189.77)	109.5
110-410-6234	326.61	858.22	1,000.00	141.78	85.8
110-410-6238	.00	212.71	1,000.00	787.29	21.3
110-410-6240	92.23	2,076.42	5,700.00	3,623.58	36.4
110-410-6290	39.00	311.38	500.00	188.62	62.3
110-410-6320	220.00	256.00	1,000.00	744.00	25.6
110-410-6324	110.16	676.16	100.00	(576.16)	676.2
110-410-6334	.00	.00	2,000.00	2,000.00	.0
110-410-6420	100.61	2,190.34	1,398.00	(792.34)	156.7
110-410-6425	233.38	2,327.01	825.00	(1,502.01)	282.1
110-410-6430	331.90	2,636.53	2,100.00	(536.53)	125.6
110-410-6435	320.19	2,243.33	1,322.00	(921.33)	169.7
110-410-6440	215.38	2,098.96	1,875.00	(223.96)	111.9
110-410-6445	.00	420.09	120.00	(300.09)	350.1
110-410-6510	.00	.00	2,000.00	2,000.00	.0
110-410-6512	.00	548.82	650.00	101.18	84.4
	<u>8,413.61</u>	<u>50,585.93</u>	<u>74,581.00</u>	<u>23,995.07</u>	<u>67.8</u>
<u>TOTAL MATERIALS & SERVICES</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
110-410-8225 BUILDINGS & FACILITIES	.00	8,428.93	185,700.00	177,271.07	4.5
TOTAL CAPITAL OUTLAY	.00	8,428.93	185,700.00	177,271.07	4.5
TOTAL ADMINISTRATION	11,176.00	90,277.35	299,397.00	209,119.65	30.2
 <u>PARKS & RECREATION</u>					
<u>PERSONAL SERVICES</u>					
110-420-5110 CITY ADMINISTRATOR	371.88	3,885.25	4,463.00	577.75	87.1
110-420-5150 PUBLIC WORKS DIRECTOR	316.50	3,321.97	3,798.00	476.03	87.5
110-420-5152 UTILITY WORKER I	722.36	7,592.58	4,551.00	(3,041.58)	166.8
110-420-5154 UTILITY WORKER II	.00	.00	4,551.00	4,551.00	.0
110-420-5156 TEMPORARY/ SEASONAL	.00	2,564.00	3,028.00	464.00	84.7
110-420-5158 MAINTENANCE WORKER I	626.39	7,786.01	10,976.00	3,189.99	70.9
110-420-5220 OVERTIME	93.76	1,275.03	1,409.00	133.97	90.5
110-420-5315 SOCIAL SECURITY/MEDICARE	81.05	1,939.81	2,512.00	572.19	77.2
110-420-5320 WORKER'S COMP	.44	568.29	1,670.00	1,101.71	34.0
110-420-5350 UNEMPLOYMENT	.00	.00	2,328.00	2,328.00	.0
110-420-5410 HEALTH INSURANCE	300.15	3,903.04	4,384.00	480.96	89.0
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	418.31	4,673.85	6,444.00	1,770.15	72.5
TOTAL PERSONAL SERVICES	2,930.84	37,509.83	50,114.00	12,604.17	74.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-420-6122	157.20	783.25	.00	(783.25)	.0
110-420-6128	49.37	1,687.68	20,000.00	18,312.32	8.4
110-420-6210	.00	1,826.14	1,861.00	34.86	98.1
110-420-6234	287.06	2,815.53	2,000.00	(815.53)	140.8
110-420-6238	.00	5.21	4.00	(1.21)	130.3
110-420-6240	.00	255.91	.00	(255.91)	.0
110-420-6290	.00	226.01	500.00	273.99	45.2
110-420-6320	.00	206.99	3,000.00	2,793.01	6.9
110-420-6324	26.99	2,417.82	2,000.00	(417.82)	120.9
110-420-6328	.00	.00	1,000.00	1,000.00	.0
110-420-6330	(392.79)	1,983.93	2,000.00	16.07	99.2
110-420-6334	.00	8,132.29	11,000.00	2,867.71	73.9
110-420-6339	.00	5,813.30	10,000.00	4,186.70	58.1
110-420-6420	275.21	5,096.29	25,000.00	19,903.71	20.4
110-420-6425	127.88	1,275.08	1,650.00	374.92	77.3
110-420-6430	292.55	1,823.61	2,129.00	305.39	85.7
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	354.58	1,630.44	1,500.00	(130.44)	108.7
TOTAL MATERIALS & SERVICES	1,178.05	37,119.48	84,009.00	46,889.52	44.2
<u>CAPITAL OUTLAY</u>					
110-420-8520	5,307.65	16,545.04	740,000.00	723,454.96	2.2
TOTAL CAPITAL OUTLAY	5,307.65	16,545.04	740,000.00	723,454.96	2.2
TOTAL PARKS & RECREATION	9,416.54	91,174.35	874,123.00	782,948.65	10.4
<u>POLICE</u>					
<u>MATERIALS & SERVICES</u>					
110-430-6118	.00	21,850.61	29,530.00	7,679.39	74.0
TOTAL MATERIALS & SERVICES	.00	21,850.61	29,530.00	7,679.39	74.0
TOTAL POLICE	.00	21,850.61	29,530.00	7,679.39	74.0
<u>COMMUNITY DEVELOPMENT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-440-5110 CITY ADMINISTRATOR	371.88	3,885.25	4,463.00	577.75	87.1
110-440-5315 SOCIAL SECURITY/MEDICARE	14.23	283.10	341.00	57.90	83.0
110-440-5320 WORKER'S COMP	.04	3.34	68.00	64.66	4.9
110-440-5350 UNEMPLOYMENT	.00	.00	360.00	360.00	.0
110-440-5410 HEALTH INSURANCE	32.40	431.62	484.00	52.38	89.2
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	73.00	775.04	876.00	100.96	88.5
TOTAL PERSONAL SERVICES	491.55	5,378.35	6,592.00	1,213.65	81.6
<u>MATERIALS & SERVICES</u>					
110-440-6116 ENGINEERING SERVICES	4,551.66	22,350.92	20,000.00	(2,350.92)	111.8
110-440-6122 IT SERVICES	8.09	274.97	.00	(274.97)	.0
110-440-6128 OTHER CONTRACT SERVICES	5.49	8,136.17	10,000.00	1,863.83	81.4
110-440-6210 INSURANCE & BONDS	.00	264.49	.00	(264.49)	.0
110-440-6220 PUBLICATIONS, PRINTING & DUES	.00	370.26	100.00	(270.26)	370.3
110-440-6226 POSTAGE	.00	89.50	175.00	85.50	51.1
110-440-6230 OFFICE SUPPLIES/EQUIPMENT	19.07	19.07	.00	(19.07)	.0
110-440-6238 BANK SERVICE CHARGES	45.16	45.92	.00	(45.92)	.0
110-440-6240 TRAVEL & TRAINING	4.84	4.84	.00	(4.84)	.0
110-440-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-440-6522 LAND USE & DEVELOPMENT COSTS	.00	17,499.96	20,000.00	2,500.04	87.5
TOTAL MATERIALS & SERVICES	4,634.31	49,056.10	50,525.00	1,468.90	97.1
<u>CAPITAL OUTLAY</u>					
110-440-8225 BUILDINGS & FACILITIES	.00	27,682.94	10,000.00	(17,682.94)	276.8
TOTAL CAPITAL OUTLAY	.00	27,682.94	10,000.00	(17,682.94)	276.8
TOTAL COMMUNITY DEVELOPMENT	5,125.86	82,117.39	67,117.00	(15,000.39)	122.4
<u>LIBRARY</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-450-5130 LIBRARIAN/SPECIAL EVENTS	.00	.00	16,380.00	16,380.00	.0
110-450-5156 TEMPORARY/ SEASONAL	.00	512.82	606.00	93.18	84.6
110-450-5158 MAINTENANCE WORKER I	125.28	1,557.26	2,194.00	636.74	71.0
110-450-5315 SOCIAL SECURITY/MEDICARE	4.70	153.52	1,467.00	1,313.48	10.5
110-450-5320 WORKER'S COMP	.03	21.73	326.00	304.27	6.7
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	24.60	303.77	3,764.00	3,460.23	8.1
TOTAL PERSONAL SERVICES	154.61	2,549.10	30,893.00	28,343.90	8.3
<u>MATERIALS & SERVICES</u>					
110-450-6122 IT SERVICES	101.30	854.61	1,460.00	605.39	58.5
110-450-6128 OTHER CONTRACT SERVICES	7,558.68	11,686.80	500.00	(11,186.80)	2337.4
110-450-6210 INSURANCE & BONDS	.00	7.02	.00	(7.02)	.0
110-450-6226 POSTAGE	.00	299.20	50.00	(249.20)	598.4
110-450-6230 OFFICE SUPPLIES/EQUIPMENT	(11.81)	(11.81)	500.00	511.81	(2.4)
110-450-6234 GENERAL SUPPLIES	.00	206.26	1,500.00	1,293.74	13.8
110-450-6238 BANK SERVICE CHARGES	.00	100.87	1.00	(99.87)	10087.
110-450-6290 MISCELLANEOUS	.00	82.76	250.00	167.24	33.1
110-450-6320 BUILDING REPAIR & MAINTENANCE	.00	613.06	1,656.00	1,042.94	37.0
110-450-6420 WATER SERVICES	7.65	81.22	950.00	868.78	8.6
110-450-6425 SEWER SERVICES	15.99	159.43	750.00	590.57	21.3
110-450-6430 ELECTRICITY SERVICES	39.45	338.04	2,400.00	2,061.96	14.1
110-450-6435 INTERNET SERVICES	46.24	462.40	780.00	317.60	59.3
110-450-6440 TELEPHONE SERVICES	32.01	323.91	350.00	26.09	92.6
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	7,789.51	15,203.77	12,672.00	(2,531.77)	120.0
<u>CAPITAL OUTLAY</u>					
110-450-8225 BUILDINGS & FACILITIES	.00	40,930.94	307,115.00	266,184.06	13.3
TOTAL CAPITAL OUTLAY	.00	40,930.94	307,115.00	266,184.06	13.3
TOTAL LIBRARY	7,944.12	58,683.81	350,680.00	291,996.19	16.7
<u>CODE ENFORCEMENT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-460-5110 CITY ADMINISTRATOR	371.88	3,885.25	4,463.00	577.75	87.1
110-460-5150 PUBLIC WORKS DIRECTOR	316.50	3,321.97	3,798.00	476.03	87.5
110-460-5220 OVERTIME	.00	73.95	315.00	241.05	23.5
110-460-5315 SOCIAL SECURITY/MEDICARE	26.33	530.68	341.00	(189.68)	155.6
110-460-5320 WORKER'S COMP	.08	17.65	154.00	136.35	11.5
110-460-5350 UNEMPLOYMENT	.00	.00	692.00	692.00	.0
110-460-5410 HEALTH INSURANCE	100.07	1,301.29	1,462.00	160.71	89.0
110-460-5450 PUBLIC EMPLOYEES RETIREMENT	135.14	1,438.12	1,684.00	245.88	85.4
TOTAL PERSONAL SERVICES	950.00	10,568.91	12,909.00	2,340.09	81.9
<u>MATERIALS & SERVICES</u>					
110-460-6128 OTHER CONTRACT SERVICES	(167.03)	21.94	.00	(21.94)	.0
110-460-6234 GENERAL SUPPLIES	19.07	19.52	100.00	80.48	19.5
110-460-6238 BANK SERVICE CHARGES	.00	.35	1.00	.65	35.0
110-460-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
110-460-6445 REFUSE SERVICES	178.00	178.00	2,600.00	2,422.00	6.9
TOTAL MATERIALS & SERVICES	30.04	219.81	2,801.00	2,581.19	7.9
TOTAL CODE ENFORCEMENT	980.04	10,788.72	15,710.00	4,921.28	68.7
<u>TOURISM</u>					
<u>MATERIALS & SERVICES</u>					
110-470-6224 MARKETING	.00	415.00	295.00	(120.00)	140.7
110-470-6226 POSTAGE	.00	17.16	100.00	82.84	17.2
110-470-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-470-6326 COVERED BRIDGE MAINTENANCE	67.80	644.60	2,466.00	1,821.40	26.1
110-470-6527 COMMUNITY GRANT PROGRAM	.00	1,993.92	3,000.00	1,006.08	66.5
TOTAL MATERIALS & SERVICES	67.80	3,070.68	6,111.00	3,040.32	50.3
TOTAL TOURISM	67.80	3,070.68	6,111.00	3,040.32	50.3
<u>MUNICIPAL COURT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-480-5110 CITY ADMINISTRATOR	371.88	4,064.84	4,463.00	398.16	91.1
110-480-5114 CITY CLERK	190.26	2,356.10	2,914.00	557.90	80.9
110-480-5220 OVERTIME	16.46	31.50	42.00	10.50	75.0
110-480-5315 SOCIAL SECURITY/MEDICARE	22.14	471.58	567.00	95.42	83.2
110-480-5320 WORKER'S COMP	.08	15.73	135.00	119.27	11.7
110-480-5350 UNEMPLOYMENT	.00	.00	599.00	599.00	.0
110-480-5410 HEALTH INSURANCE	97.96	1,314.70	1,468.00	153.30	89.6
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	113.58	1,005.95	1,456.00	450.05	69.1
TOTAL PERSONAL SERVICES	812.36	9,260.40	11,644.00	2,383.60	79.5
<u>MATERIALS & SERVICES</u>					
110-480-6120 JUDGE CONTRACT	.00	1,080.00	1,250.00	170.00	86.4
110-480-6121 BAILIFF CONTRACT	.00	63.34	.00	(63.34)	.0
110-480-6128 OTHER CONTRACT SERVICES	10.97	1,940.07	1,000.00	(940.07)	194.0
110-480-6220 PUBLICATIONS, PRINTING & DUES	75.00	150.00	.00	(150.00)	.0
110-480-6226 POSTAGE	3.71	25.11	50.00	24.89	50.2
110-480-6230 OFFICE SUPPLIES/EQUIPMENT	17.53	17.53	.00	(17.53)	.0
110-480-6238 BANK SERVICE CHARGES	2.08	81.84	200.00	118.16	40.9
110-480-6240 TRAVEL & TRAINING	38.84	38.84	.00	(38.84)	.0
110-480-6560 STATE ASSESSMENTS	.00	1,050.00	630.00	(420.00)	166.7
110-480-6565 COURT COLLECTION FEES	.00	46.72	61.00	14.28	76.6
TOTAL MATERIALS & SERVICES	148.13	4,493.45	3,191.00	(1,302.45)	140.8
TOTAL MUNICIPAL COURT	960.49	13,753.85	14,835.00	1,081.15	92.7
<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	10,017.91	10,017.91	10,458.00	440.09	95.8
110-800-7112 LOAN PRINCIPAL - ROLLING ROCK	7,827.35	7,827.35	68,171.00	60,343.65	11.5
110-800-7510 LOAN INTEREST	667.28	6,672.80	8,010.00	1,337.20	83.3
110-800-7511 LOAN INTEREST - LIBRARY/CITY	12,631.61	12,631.61	12,194.00	(437.61)	103.6
110-800-7512 LOAN INTEREST - ROLLING ROCK	9,869.51	9,869.51	9,526.00	(343.51)	103.6
TOTAL DEBT SERVICES	41,013.66	47,019.18	406,359.00	359,339.82	11.6
TOTAL DEBT SERVICE	41,013.66	47,019.18	406,359.00	359,339.82	11.6
<u>OTHER REQUIREMENTS</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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<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	76,684.51	418,735.94	2,274,435.00	1,855,699.06	18.4
NET REVENUE OVER EXPENDITURES	(76,668.72)	200,603.30	(410,423.00)	(611,026.30)	48.9

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

BUILDING FUND

<u>ASSETS</u>			
220-1110	ALLOCATED CASH	52,568.78	
	TOTAL ASSETS		52,568.78
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
220-2205	WAGES PAYABLE	72.64	
220-2210	PAYROLL TAXES PAYABLE	31.71	
220-2245	HEALTH INSURANCE PAYABLE	66.31	
220-2250	RETIREMENT PAYABLE	23.74	
	TOTAL LIABILITIES		194.40
<u>FUND EQUITY</u>			
220-3100	BEGINNING FUND BALANCE	29,944.12	
	REVENUE OVER EXPENDITURES - YTD	22,430.26	
	BALANCE - CURRENT DATE	22,430.26	
	TOTAL FUND EQUITY		52,374.38
	TOTAL LIABILITIES AND EQUITY		52,568.78

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2022

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
220-315-4125 INTEREST EARNED	.92	8.40	.00	(8.40)	.0
TOTAL INVESTMENT EARNINGS	.92	8.40	.00	(8.40)	.0
<u>LICENSES & PERMITS</u>					
220-335-4356 BUILDING PERMIT FEES	5,994.25	83,768.65	95,000.00	11,231.35	88.2
220-335-4358 ELECTRICAL PERMIT FEES	1,396.64	11,105.28	12,500.00	1,394.72	88.8
TOTAL LICENSES & PERMITS	7,390.89	94,873.93	107,500.00	12,626.07	88.3
TOTAL FUND REVENUE	7,391.81	94,882.33	107,500.00	12,617.67	88.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
220-490-5110 CITY ADMINISTRATOR	.00	179.59	.00	(179.59)	.0
220-490-5114 CITY CLERK	190.26	2,356.10	3,414.00	1,057.90	69.0
220-490-5220 OVERTIME	16.46	31.50	42.00	10.50	75.0
220-490-5315 SOCIAL SECURITY/MEDICARE	7.91	188.48	574.00	385.52	32.8
220-490-5320 WORKER'S COMP	.04	398.18	354.00	(44.18)	112.5
220-490-5350 UNEMPLOYMENT	.00	.00	240.00	240.00	.0
220-490-5410 HEALTH INSURANCE	65.56	883.08	984.00	100.92	89.7
220-490-5450 PUBLIC EMPLOYEES RETIREMENT	40.58	230.92	680.00	449.08	34.0
TOTAL PERSONAL SERVICES	320.81	4,267.85	6,288.00	2,020.15	67.9
<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	49.01	760.79	2,400.00	1,639.21	31.7
220-490-6128 OTHER CONTRACT SERVICES	5.49	10.98	.00	(10.98)	.0
220-490-6150 BUILDING INSPECTION SERVICES	7,551.79	53,267.26	62,520.00	9,252.74	85.2
220-490-6152 ELECTRICAL INSPECTION SERVICES	1,286.25	6,070.50	8,800.00	2,729.50	69.0
220-490-6226 POSTAGE	5.01	27.39	.00	(27.39)	.0
220-490-6230 OFFICE SUPPLIES/EQUIPMENT	6.18	29.35	.00	(29.35)	.0
220-490-6238 BANK SERVICE CHARGES	9.40	34.39	125.00	90.61	27.5
220-490-6240 TRAVEL & TRAINING	38.84	116.00	.00	(116.00)	.0
220-490-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
220-490-6420 WATER SERVICES	3.06	29.32	175.00	145.68	16.8
220-490-6425 SEWER SERVICES	6.39	57.33	125.00	67.67	45.9
220-490-6430 ELECTRICITY SERVICES	15.78	134.41	225.00	90.59	59.7
220-490-6435 INTERNET SERVICES	18.49	184.90	148.00	(36.90)	124.9
220-490-6440 TELEPHONE SERVICES	17.21	174.48	225.00	50.52	77.6
220-490-6445 REFUSE SERVICES	.00	.00	50.00	50.00	.0
220-490-6524 BUILDING STATE SURCHARGE	2,301.48	6,279.84	14,500.00	8,220.16	43.3
220-490-6525 ELECTRICAL STATE SURCHARGE	428.40	1,007.28	1,840.00	832.72	54.7
TOTAL MATERIALS & SERVICES	11,742.78	68,184.22	92,233.00	24,048.78	73.9
TOTAL NON-DEPARTMENTAL	12,063.59	72,452.07	98,521.00	26,068.93	73.5
<u>OTHER REQUIREMENTS</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

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	12,063.59	72,452.07	127,355.00	54,902.93	56.9
NET REVENUE OVER EXPENDITURES	(4,671.78)	22,430.26	(19,855.00)	(42,285.26)	113.0

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

WATER FUND

ASSETS

230-1110	ALLOCATED CASH	13,770.85	
230-1115	CASH IN BANK - LGIP	90,609.27	
230-1510	ACCOUNTS RECEIVABLE	32,568.89	
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>2,461,143.57</u>

LIABILITIES AND EQUITY

LIABILITIES

230-2205	WAGES PAYABLE	3,391.02	
230-2210	PAYROLL TAXES PAYABLE	1,578.75	
230-2245	HEALTH INSURANCE PAYABLE	2,136.75	
230-2250	RETIREMENT PAYABLE	1,392.58	
230-2255	DEFERRED COMP PAYABLE	127.51	
230-2520	UTILITY DEPOSITS	38,680.00	
230-2530	H2O DONATIONS	360.00	
230-2750	LONG TERM DEBT	1,051,825.87	
	TOTAL LIABILITIES		1,099,492.48

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>47,800.46</u>	
	BALANCE - CURRENT DATE	<u>47,800.46</u>	
	TOTAL FUND EQUITY		<u>1,361,651.09</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,461,143.57</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
230-315-4125 INTEREST EARNED	47.46	281.89	2,200.00	1,918.11	12.8
TOTAL INVESTMENT EARNINGS	47.46	281.89	2,200.00	1,918.11	12.8
<u>GRANT REVENUES</u>					
230-325-4151 WATER - OPERATING GRANTS	.00	.00	120,000.00	120,000.00	.0
230-325-4162 WATER - CAPITAL GRANTS	.00	54,248.82	.00	(54,248.82)	.0
TOTAL GRANT REVENUES	.00	54,248.82	120,000.00	65,751.18	45.2
<u>LICENSES & PERMITS</u>					
230-335-4370 WATER/SEWER CONNECTION PERMIT	500.00	6,250.00	2,750.00	(3,500.00)	227.3
TOTAL LICENSES & PERMITS	500.00	6,250.00	2,750.00	(3,500.00)	227.3
<u>CHARGES FOR SERVICE</u>					
230-340-4425 WATER/SEWER SALES	24,485.25	331,208.77	364,700.00	33,491.23	90.8
230-340-4426 BULK WATER SALES	513.27	8,690.58	10,000.00	1,309.42	86.9
230-340-4435 FIRE HYDRANT FEE	328.64	3,838.83	4,240.00	401.17	90.5
230-340-4450 WATER/SEWER PENALTIES	105.00	845.00	1,500.00	655.00	56.3
TOTAL CHARGES FOR SERVICE	25,432.16	344,583.18	380,440.00	35,856.82	90.6
<u>SDC REVENUE</u>					
230-345-4531 WATER REIMBURSEMENT SDC	1,490.00	17,880.00	7,450.00	(10,430.00)	240.0
TOTAL SDC REVENUE	1,490.00	17,880.00	7,450.00	(10,430.00)	240.0
<u>MISCELLANEOUS REVENUE</u>					
230-385-4895 MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
TOTAL FUND REVENUE	27,469.62	423,243.89	513,340.00	90,096.11	82.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
230-490-5110	CITY ADMINISTRATOR	2,045.32	22,805.42	24,544.00	1,738.58 92.9
230-490-5114	CITY CLERK	1,522.00	18,848.01	23,310.00	4,461.99 80.9
230-490-5150	PUBLIC WORKS DIRECTOR	2,690.32	28,237.44	32,284.00	4,046.56 87.5
230-490-5152	UTILITY WORKER I	3,070.08	32,269.00	19,341.00 (12,928.00) 166.8
230-490-5154	UTILITY WORKER II	.00	.00	19,341.00	19,341.00 .0
230-490-5156	TEMPORARY/ SEASONAL	.00	512.82	606.00	93.18 84.6
230-490-5158	MAINTENANCE WORKER I	187.92	2,335.78	3,293.00	957.22 70.9
230-490-5220	OVERTIME	530.24	5,985.46	5,000.00 (985.46) 119.7
230-490-5315	SOCIAL SECURITY/MEDICARE	384.10	8,106.70	9,993.00	1,886.30 81.1
230-490-5320	WORKER'S COMP	1.82	2,073.41	6,317.00	4,243.59 32.8
230-490-5350	UNEMPLOYMENT	.00	.00	10,420.00	10,420.00 .0
230-490-5410	HEALTH INSURANCE	2,128.28	27,889.07	31,270.00	3,380.93 89.2
230-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,971.97	19,498.74	25,639.00	6,140.26 76.1
	TOTAL PERSONAL SERVICES	14,532.05	168,561.85	211,358.00	42,796.15 79.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
230-490-6110	(255.96)	5,519.04	6,000.00	480.96	92.0
230-490-6112	.00	.00	500.00	500.00	.0
230-490-6114	351.75	3,778.25	4,100.00	321.75	92.2
230-490-6116	495.00	4,360.50	1,500.00	(2,860.50)	290.7
230-490-6122	752.71	5,184.32	5,500.00	315.68	94.3
230-490-6128	275.35	1,175.18	8,500.00	7,324.82	13.8
230-490-6210	.00	8,736.69	8,000.00	(736.69)	109.2
230-490-6220	.00	1,864.30	1,200.00	(664.30)	155.4
230-490-6226	242.86	1,045.57	1,100.00	54.43	95.1
230-490-6230	104.45	348.20	3,500.00	3,151.80	10.0
230-490-6234	.00	3,633.90	3,000.00	(633.90)	121.1
230-490-6238	208.02	2,555.00	4,000.00	1,445.00	63.9
230-490-6240	349.54	1,567.62	1,500.00	(67.62)	104.5
230-490-6290	.00	.00	1,500.00	1,500.00	.0
230-490-6320	.00	2,210.12	3,000.00	789.88	73.7
230-490-6324	2,777.91	7,184.84	5,000.00	(2,184.84)	143.7
230-490-6330	(36.99)	6,861.96	17,000.00	10,138.04	40.4
230-490-6334	.00	1,809.97	2,000.00	190.03	90.5
230-490-6420	38.09	729.22	500.00	(229.22)	145.8
230-490-6425	63.94	637.54	775.00	137.46	82.3
230-490-6430	1,367.62	15,212.68	19,800.00	4,587.32	76.8
230-490-6435	75.00	830.92	900.00	69.08	92.3
230-490-6440	246.87	2,304.04	3,950.00	1,645.96	58.3
230-490-6445	44.40	443.13	540.00	96.87	82.1
230-490-6710	10.58	473.08	2,000.00	1,526.92	23.7
230-490-6712	935.74	3,655.00	1,500.00	(2,155.00)	243.7
230-490-6750	2,516.91	11,746.87	18,000.00	6,253.13	65.3
230-490-6755	320.40	2,538.20	6,400.00	3,861.80	39.7
230-490-6758	.00	.00	3,200.00	3,200.00	.0
230-490-6760	.00	12,552.48	18,235.00	5,682.52	68.8
TOTAL MATERIALS & SERVICES	10,884.19	108,958.62	152,700.00	43,741.38	71.4
TOTAL NON-DEPARTMENTAL	25,416.24	277,520.47	364,058.00	86,537.53	76.2
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
230-700-8335	.00	.00	27,500.00	27,500.00	.0
230-700-8540	2,999.50	39,583.88	.00	(39,583.88)	.0
TOTAL CAPITAL OUTLAY	2,999.50	39,583.88	27,500.00	(12,083.88)	143.9
TOTAL CAPITAL OUTLAY	2,999.50	39,583.88	27,500.00	(12,083.88)	143.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
230-800-7122	.00	4,717.75	4,962.00	244.25	95.1
230-800-7124	16,990.82	16,990.82	16,991.00	.18	100.0
230-800-7125	.00	7,612.70	7,651.00	38.30	99.5
230-800-7522	.00	2,704.76	2,705.00	.24	100.0
230-800-7524	22,389.18	22,389.18	22,390.00	.82	100.0
230-800-7525	.00	3,923.87	3,915.00	(8.87)	100.2
TOTAL DEBT SERVICES	39,380.00	58,339.08	58,614.00	274.92	99.5
TOTAL DEBT SERVICE	39,380.00	58,339.08	58,614.00	274.92	99.5
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
230-900-9590	.00	.00	35,532.00	35,532.00	.0
230-900-9899	.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	67,795.74	375,443.43	558,894.00	183,450.57	67.2
NET REVENUE OVER EXPENDITURES	(40,326.12)	47,800.46	(45,554.00)	(93,354.46)	104.9

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	76,365.82	
240-1115	CASH IN BANK - LGIP	87,936.44	
240-1510	ACCOUNTS RECEIVABLE	38,965.73	
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>2,127,574.04</u>

LIABILITIES AND EQUITY

LIABILITIES

240-2205	WAGES PAYABLE	3,391.21	
240-2210	PAYROLL TAXES PAYABLE	1,578.68	
240-2245	HEALTH INSURANCE PAYABLE	2,136.75	
240-2250	RETIREMENT PAYABLE	1,392.49	
240-2255	DEFERRED COMP PAYABLE	127.48	
240-2750	LONG TERM DEBT	547,119.72	
	TOTAL LIABILITIES		555,746.33

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>10,214.27</u>	
	BALANCE - CURRENT DATE	<u>10,214.27</u>	
	TOTAL FUND EQUITY		<u>1,571,827.71</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,127,574.04</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
240-315-4125 INTEREST EARNED	46.94	508.08	2,150.00	1,641.92	23.6
TOTAL INVESTMENT EARNINGS	46.94	508.08	2,150.00	1,641.92	23.6
<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	230.00	2,875.00	1,150.00	(1,725.00)	250.0
TOTAL LICENSES & PERMITS	230.00	2,875.00	1,150.00	(1,725.00)	250.0
<u>CHARGES FOR SERVICE</u>					
240-340-4425 WATER/SEWER SALES	33,708.00	367,967.06	406,700.00	38,732.94	90.5
240-340-4426 BULK GREY WATER DISPOSAL	.00	10,425.00	.00	(10,425.00)	.0
240-340-4450 WATER/SEWER PENALTIES	.00	670.00	2,200.00	1,530.00	30.5
TOTAL CHARGES FOR SERVICE	33,708.00	379,062.06	408,900.00	29,837.94	92.7
<u>SDC REVENUE</u>					
240-345-4541 SEWER REIMBURSEMENT SDC	1,236.00	14,832.00	6,180.00	(8,652.00)	240.0
TOTAL SDC REVENUE	1,236.00	14,832.00	6,180.00	(8,652.00)	240.0
<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	35,220.94	397,277.14	438,880.00	41,602.86	90.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
240-490-5110 CITY ADMINISTRATOR	2,045.28	22,805.06	24,544.00	1,738.94	92.9
240-490-5114 CITY CLERK	1,521.98	18,847.78	23,310.00	4,462.22	80.9
240-490-5150 PUBLIC WORKS DIRECTOR	2,690.34	28,237.63	32,284.00	4,046.37	87.5
240-490-5152 UTILITY WORKER I	3,070.04	32,268.56	19,341.00	(12,927.56)	166.8
240-490-5154 UTILITY WORKER II	.00	.00	19,341.00	19,341.00	.0
240-490-5156 TEMPORARY/ SEASONAL	.00	512.82	606.00	93.18	84.6
240-490-5158 MAINTENANCE WORKER I	187.92	2,335.78	3,293.00	957.22	70.9
240-490-5220 OVERTIME	530.24	5,985.44	7,663.00	1,677.56	78.1
240-490-5315 SOCIAL SECURITY/MEDICARE	384.11	8,106.42	9,993.00	1,886.58	81.1
240-490-5320 WORKER'S COMP	1.85	1,800.96	5,716.00	3,915.04	31.5
240-490-5350 UNEMPLOYMENT	.00	.00	10,420.00	10,420.00	.0
240-490-5410 HEALTH INSURANCE	2,128.29	27,889.11	31,270.00	3,380.89	89.2
240-490-5450 PUBLIC EMPLOYEES RETIREMENT	1,972.01	19,498.72	25,639.00	6,140.28	76.1
TOTAL PERSONAL SERVICES	14,532.06	168,288.28	213,420.00	45,131.72	78.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
240-490-6110	.00	5,775.00	6,000.00	225.00	96.3
240-490-6112	.00	.00	500.00	500.00	.0
240-490-6114	351.75	3,778.25	5,000.00	1,221.75	75.6
240-490-6116	3,550.50	4,076.50	2,500.00	(1,576.50)	163.1
240-490-6122	752.71	5,184.32	5,500.00	315.68	94.3
240-490-6128	575.35	4,175.18	8,600.00	4,424.82	48.6
240-490-6210	.00	8,307.21	9,000.00	692.79	92.3
240-490-6220	.00	344.30	1,200.00	855.70	28.7
240-490-6226	242.87	1,045.57	1,100.00	54.43	95.1
240-490-6230	104.45	263.50	500.00	236.50	52.7
240-490-6234	209.90	1,994.05	2,500.00	505.95	79.8
240-490-6238	282.91	2,629.84	4,000.00	1,370.16	65.8
240-490-6240	349.54	1,567.62	1,500.00	(67.62)	104.5
240-490-6290	.00	49.99	500.00	450.01	10.0
240-490-6320	3,095.08	4,301.08	3,000.00	(1,301.08)	143.4
240-490-6324	1,429.49	20,016.48	5,000.00	(15,016.48)	400.3
240-490-6330	105.16	1,463.49	15,000.00	13,536.51	9.8
240-490-6334	.00	1,809.98	7,500.00	5,690.02	24.1
240-490-6420	713.44	7,647.12	21,500.00	13,852.88	35.6
240-490-6425	575.46	5,744.24	6,200.00	455.76	92.7
240-490-6430	1,810.55	19,496.54	24,000.00	4,503.46	81.2
240-490-6435	383.94	1,409.69	1,440.00	30.31	97.9
240-490-6440	227.73	2,368.54	2,200.00	(168.54)	107.7
240-490-6445	129.91	528.65	9,450.00	8,921.35	5.6
240-490-6520	3,479.00	3,479.00	3,000.00	(479.00)	116.0
240-490-6710	67.00	412.03	1,450.00	1,037.97	28.4
240-490-6712	425.48	1,170.16	1,500.00	329.84	78.0
240-490-6750	1,259.97	13,592.11	15,500.00	1,907.89	87.7
240-490-6755	2,324.90	9,943.40	11,250.00	1,306.60	88.4
240-490-6758	.00	.00	3,000.00	3,000.00	.0
240-490-6760	.00	12,986.34	19,344.00	6,357.66	67.1
TOTAL MATERIALS & SERVICES	22,447.09	145,560.18	198,734.00	53,173.82	73.2
TOTAL NON-DEPARTMENTAL	36,979.15	313,848.46	412,154.00	98,305.54	76.2
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
240-700-8335	.00	.00	6,000.00	6,000.00	.0
240-700-8550	.00	23,377.31	.00	(23,377.31)	.0
TOTAL CAPITAL OUTLAY	.00	23,377.31	6,000.00	(17,377.31)	389.6
TOTAL CAPITAL OUTLAY	.00	23,377.31	6,000.00	(17,377.31)	389.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
240-800-7110	.00	18,628.00	18,628.00	.00	100.0
240-800-7122	.00	4,717.74	4,962.00	244.26	95.1
240-800-7124	6,793.14	6,793.14	6,794.00	.86	100.0
240-800-7510	.00	8,042.61	8,043.00	.39	100.0
240-800-7522	.00	2,704.75	2,705.00	.25	100.0
240-800-7524	8,950.86	8,950.86	9,133.00	182.14	98.0
TOTAL DEBT SERVICES	15,744.00	49,837.10	50,265.00	427.90	99.2
TOTAL DEBT SERVICE	15,744.00	49,837.10	50,265.00	427.90	99.2
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
240-900-9590	.00	.00	40,342.00	40,342.00	.0
240-900-9899	.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	52,723.15	387,062.87	653,729.00	266,666.13	59.2
NET REVENUE OVER EXPENDITURES	(17,502.21)	10,214.27	(214,849.00)	(225,063.27)	4.8

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	46,957.72	
312-1115	CASH IN BANK - LGIP	55,844.54	
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		1,312,847.10

LIABILITIES AND EQUITY

LIABILITIES

312-2205	WAGES PAYABLE	365.55	
312-2210	PAYROLL TAXES PAYABLE	176.50	
312-2245	HEALTH INSURANCE PAYABLE	200.53	
312-2250	RETIREMENT PAYABLE	168.73	
312-2255	DEFERRED COMP PAYABLE	15.01	
312-2750	LONG TERM DEBT	83,091.72	
	TOTAL LIABILITIES		84,018.04

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	25,865.15	
	BALANCE - CURRENT DATE	25,865.15	
	TOTAL FUND EQUITY		1,228,829.06
	TOTAL LIABILITIES AND EQUITY		1,312,847.10

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
312-315-4125 INTEREST EARNED	29.52	199.57	1,400.00	1,200.43	14.3
TOTAL INVESTMENT EARNINGS	29.52	199.57	1,400.00	1,200.43	14.3
<u>INTERGOVERNMENTAL</u>					
312-320-4142 STATE DISTRIBUTIONS	14,816.97	75,786.39	64,212.00	(11,574.39)	118.0
TOTAL INTERGOVERNMENTAL	14,816.97	75,786.39	64,212.00	(11,574.39)	118.0
<u>SDC REVENUE</u>					
312-345-4513 TRANSPORTATION REIMBURSEMENT S	208.00	2,496.00	1,560.00	(936.00)	160.0
TOTAL SDC REVENUE	208.00	2,496.00	1,560.00	(936.00)	160.0
<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	15,054.49	78,481.96	67,249.00	(11,232.96)	116.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110 CITY ADMINISTRATOR	371.88	3,885.25	4,463.00	577.75	87.1
312-490-5150 PUBLIC WORKS DIRECTOR	316.50	3,321.97	3,798.00	476.03	87.5
312-490-5152 UTILITY WORKER I	361.20	3,796.50	2,275.00	(1,521.50)	166.9
312-490-5154 UTILITY WORKER II	.00	.00	2,275.00	2,275.00	.0
312-490-5156 TEMPORARY/ SEASONAL	.00	1,025.62	1,210.00	184.38	84.8
312-490-5220 OVERTIME	46.88	674.53	861.00	186.47	78.3
312-490-5315 SOCIAL SECURITY/MEDICARE	41.92	929.50	1,140.00	210.50	81.5
312-490-5320 WORKER'S COMP	.19	131.33	1,350.00	1,218.67	9.7
312-490-5350 UNEMPLOYMENT	.00	.00	1,281.00	1,281.00	.0
312-490-5410 HEALTH INSURANCE	200.15	2,602.64	2,924.00	321.36	89.0
312-490-5450 PUBLIC EMPLOYEES RETIREMENT	215.18	2,296.15	2,929.00	632.85	78.4
TOTAL PERSONAL SERVICES	1,553.90	18,663.49	24,506.00	5,842.51	76.2
<u>MATERIALS & SERVICES</u>					
312-490-6110 AUDITING	.00	1,925.00	1,812.00	(113.00)	106.2
312-490-6114 FINANCIAL SERVICES	117.25	1,259.75	1,737.00	477.25	72.5
312-490-6116 ENGINEERING SERVICES	.00	162.50	2,500.00	2,337.50	6.5
312-490-6122 IT SERVICES	164.89	1,393.81	2,102.00	708.19	66.3
312-490-6128 OTHER CONTRACT SERVICES	16.44	432.88	8,500.00	8,067.12	5.1
312-490-6210 INSURANCE & BONDS	.00	3,034.14	2,225.00	(809.14)	136.4
312-490-6230 OFFICE SUPPLIES/EQUIPMENT	12.28	57.72	.00	(57.72)	.0
312-490-6234 GENERAL SUPPLIES	11.56	98.66	200.00	101.34	49.3
312-490-6238 BANK SERVICE CHARGES	.00	1.04	2.00	.96	52.0
312-490-6240 TRAVEL & TRAINING	.00	265.51	.00	(265.51)	.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	10,348.16	10,000.00	(348.16)	103.5
312-490-6334 NON-CAPITALIZED ASSETS	.00	.00	2,500.00	2,500.00	.0
312-490-6430 ELECTRICITY SERVICES	965.98	9,802.60	13,250.00	3,447.40	74.0
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	1,288.40	28,781.77	48,046.00	19,264.23	59.9
TOTAL NON-DEPARTMENTAL	2,842.30	47,445.26	72,552.00	25,106.74	65.4
<u>DEBT SERVICE</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICES</u>					
312-800-7125 LOAN PRINCIPAL - L21001	.00	3,412.58	3,429.00	16.42	99.5
312-800-7525 LOAN INTEREST - L21001	.00	1,758.97	1,746.00	(12.97)	100.7
TOTAL DEBT SERVICES	.00	5,171.55	5,175.00	3.45	99.9
TOTAL DEBT SERVICE	.00	5,171.55	5,175.00	3.45	99.9
 <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	2,842.30	52,616.81	130,960.00	78,343.19	40.2
NET REVENUE OVER EXPENDITURES	12,212.19	25,865.15	(63,711.00)	(89,576.15)	40.6

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

BLACKBERRY JAM FUND

<u>ASSETS</u>			
314-1110	ALLOCATED CASH		12,734.25
			<u>12,734.25</u>
	TOTAL ASSETS		<u>12,734.25</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
314-3100	BEGINNING FUND BALANCE		11,467.99
	REVENUE OVER EXPENDITURES - YTD	1,266.26	
			<u>1,266.26</u>
	BALANCE - CURRENT DATE		<u>1,266.26</u>
	TOTAL FUND EQUITY		<u>12,734.25</u>
	TOTAL LIABILITIES AND EQUITY		<u>12,734.25</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.20	2.44	.00	(2.44)	.0
TOTAL INVESTMENT EARNINGS	.20	2.44	.00	(2.44)	.0
<u>OTHER REVENUE</u>					
314-370-4824 BBJ DONATIONS	25.00	25.00	.00	(25.00)	.0
TOTAL OTHER REVENUE	25.00	25.00	.00	(25.00)	.0
<u>FUNDRAISING & EVENT REVENUE</u>					
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	60.00	60.00	.00	(60.00)	.0
314-380-4864 JAM SALES	.00	340.00	.00	(340.00)	.0
314-380-4866 QUILT RAFFLE SALES	100.00	4,458.00	4,000.00	(458.00)	111.5
314-380-4870 SPONSORSHIP REVENUE	1,300.00	1,300.00	.00	(1,300.00)	.0
314-380-4889 BBJ FESTIVAL OTHER REVENUE	.00	85.06	.00	(85.06)	.0
TOTAL FUNDRAISING & EVENT REVENUE	1,460.00	6,243.06	4,000.00	(2,243.06)	156.1
TOTAL FUND REVENUE	1,485.20	6,270.50	4,000.00	(2,270.50)	156.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
314-490-6122	IT SERVICES	78.63	364.74	500.00	135.26 73.0
314-490-6220	PUBLICATIONS, PRINTING & DUES	.00	50.45	.00 (50.45) .0
314-490-6238	BANK SERVICE CHARGES	.00	17.90	.00 (17.90) .0
314-490-6705	RENT	.00	720.00	1,250.00	530.00 57.6
314-490-6816	QUILT RAFFLE	.00	3,600.00	4,000.00	400.00 90.0
314-490-6852	CAR SHOW EXP	.00	251.15	1,000.00	748.85 25.1
	TOTAL MATERIALS & SERVICES	78.63	5,004.24	6,750.00	1,745.76 74.1
	TOTAL NON-DEPARTMENTAL	78.63	5,004.24	6,750.00	1,745.76 74.1
<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	78.63	5,004.24	14,545.00	9,540.76 34.4
	NET REVENUE OVER EXPENDITURES	1,406.57	1,266.26	(10,545.00)	(11,811.26) 12.0

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

PARKS SDC FUND

<u>ASSETS</u>			
410-1110	ALLOCATED CASH		22,672.84
410-1115	CASH IN BANK - LGIP		59,881.05
			<hr/>
	TOTAL ASSETS		82,553.89
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
410-3100	BEGINNING FUND BALANCE		58,681.83
	REVENUE OVER EXPENDITURES - YTD	23,872.06	
		<hr/>	
	BALANCE - CURRENT DATE		23,872.06
			<hr/>
	TOTAL FUND EQUITY		82,553.89
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		82,553.89
			<hr/> <hr/>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
410-315-4125 INTEREST EARNED	31.35	232.06	200.00	(32.06)	116.0
TOTAL INVESTMENT EARNINGS	31.35	232.06	200.00	(32.06)	116.0
<u>SDC REVENUE</u>					
410-345-4510 PARK SDC FEES	1,970.00	23,640.00	14,775.00	(8,865.00)	160.0
TOTAL SDC REVENUE	1,970.00	23,640.00	14,775.00	(8,865.00)	160.0
TOTAL FUND REVENUE	2,001.35	23,872.06	14,975.00	(8,897.06)	159.4

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

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	2,001.35	23,872.06	(57,750.00)	(81,622.06)	41.3

CITY OF LOWELL
BALANCE SHEET
APRIL 30, 2022

STREETS SDC FUND

<u>ASSETS</u>			
412-1110	ALLOCATED CASH	18,086.74	
412-1115	CASH IN BANK - LGIP	46,339.38	
	TOTAL ASSETS		<u>64,426.12</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
412-3100	BEGINNING FUND BALANCE	50,028.24	
	REVENUE OVER EXPENDITURES - YTD	<u>14,397.88</u>	
	BALANCE - CURRENT DATE		<u>14,397.88</u>
	TOTAL FUND EQUITY		<u>64,426.12</u>
	TOTAL LIABILITIES AND EQUITY		<u>64,426.12</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

STREETS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
412-315-4125	INTEREST EARNED	24.27	189.88	200.00	10.12	94.9
	TOTAL INVESTMENT EARNINGS	24.27	189.88	200.00	10.12	94.9
<u>SDC REVENUE</u>						
412-345-4512	TRANSPORTATION SDC	1,184.00	14,208.00	8,880.00	(5,328.00)	160.0
	TOTAL SDC REVENUE	1,184.00	14,208.00	8,880.00	(5,328.00)	160.0
	TOTAL FUND REVENUE	1,208.27	14,397.88	9,080.00	(5,317.88)	158.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

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	1,208.27	14,397.88	(49,630.00)	(64,027.88)	29.0

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

WATER SDC FUND

<u>ASSETS</u>			
430-1110	ALLOCATED CASH	53,577.04	
430-1115	CASH IN BANK - LGIP	302,517.83	
	TOTAL ASSETS		<u>356,094.87</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
430-3100	BEGINNING FUND BALANCE	329,227.75	
	REVENUE OVER EXPENDITURES - YTD	<u>26,867.12</u>	
	BALANCE - CURRENT DATE	<u>26,867.12</u>	
	TOTAL FUND EQUITY		<u>356,094.87</u>
	TOTAL LIABILITIES AND EQUITY		<u>356,094.87</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
430-315-4125	INTEREST EARNED	157.45	1,309.46	1,000.00	(309.46)	131.0
	TOTAL INVESTMENT EARNINGS	157.45	1,309.46	1,000.00	(309.46)	131.0
<u>SDC REVENUE</u>						
430-345-4530	WATER SDC	7,660.00	91,920.00	57,450.00	(34,470.00)	160.0
	TOTAL SDC REVENUE	7,660.00	91,920.00	57,450.00	(34,470.00)	160.0
	TOTAL FUND REVENUE	7,817.45	93,229.46	58,450.00	(34,779.46)	159.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
430-490-6128 OTHER CONTRACT SERVICES	4,390.87	66,362.34	102,446.00	36,083.66	64.8
TOTAL MATERIALS & SERVICES	4,390.87	66,362.34	102,446.00	36,083.66	64.8
TOTAL NON-DEPARTMENTAL	4,390.87	66,362.34	102,446.00	36,083.66	64.8
 <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	4,390.87	66,362.34	386,952.00	320,589.66	17.2
NET REVENUE OVER EXPENDITURES	3,426.58	26,867.12	(328,502.00)	(355,369.12)	8.2

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

SEWER SDC FUND

<u>ASSETS</u>			
440-1110	ALLOCATED CASH		56,589.18
440-1115	CASH IN BANK - LGIP		68,054.93
			<u>124,644.11</u>
	TOTAL ASSETS		<u>124,644.11</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
440-3100	BEGINNING FUND BALANCE		146,159.38
	REVENUE OVER EXPENDITURES - YTD	(21,515.27)	
	BALANCE - CURRENT DATE	(21,515.27)	
	TOTAL FUND EQUITY		<u>124,644.11</u>
	TOTAL LIABILITIES AND EQUITY		<u>124,644.11</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2022

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
440-315-4125	INTEREST EARNED	36.22	454.01	1,000.00	545.99	45.4
	TOTAL INVESTMENT EARNINGS	36.22	454.01	1,000.00	545.99	45.4
<u>SDC REVENUE</u>						
440-345-4540	SEWER SDC	2,142.00	25,704.00	16,065.00	(9,639.00)	160.0
	TOTAL SDC REVENUE	2,142.00	25,704.00	16,065.00	(9,639.00)	160.0
	TOTAL FUND REVENUE	2,178.22	26,158.01	17,065.00	(9,093.01)	153.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
440-490-6128 OTHER CONTRACT SERVICES	8,245.50	47,673.28	53,616.00	5,942.72	88.9
TOTAL MATERIALS & SERVICES	8,245.50	47,673.28	53,616.00	5,942.72	88.9
TOTAL NON-DEPARTMENTAL	8,245.50	47,673.28	53,616.00	5,942.72	88.9
 <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	8,245.50	47,673.28	162,810.00	115,136.72	29.3
NET REVENUE OVER EXPENDITURES	(6,067.28)	(21,515.27)	(145,745.00)	(124,229.73)	(14.8)

CITY OF LOWELL
BALANCE SHEET
APRIL 30, 2022

STORMWATER SDC FUND

<u>ASSETS</u>			
445-1110	ALLOCATED CASH	16,268.70	
445-1115	CASH IN BANK - LGIP	48,305.67	
	TOTAL ASSETS		<u>64,574.37</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
445-3100	BEGINNING FUND BALANCE	47,976.04	
	REVENUE OVER EXPENDITURES - YTD	<u>16,598.33</u>	
	BALANCE - CURRENT DATE		<u>16,598.33</u>
	TOTAL FUND EQUITY		<u>64,574.37</u>
	TOTAL LIABILITIES AND EQUITY		<u>64,574.37</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
445-315-4125 INTEREST EARNED	25.26	186.38	635.00	448.62	29.4
TOTAL INVESTMENT EARNINGS	25.26	186.38	635.00	448.62	29.4
<u>SDC REVENUE</u>					
445-345-4545 STORM DRAINAGE SDC	1,346.00	16,411.95	10,095.00	(6,316.95)	162.6
TOTAL SDC REVENUE	1,346.00	16,411.95	10,095.00	(6,316.95)	162.6
TOTAL FUND REVENUE	1,371.26	16,598.33	10,730.00	(5,868.33)	154.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

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	1,371.26	16,598.33	(48,278.00)	(64,876.33)	34.4

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

WATER RESERVE FUND

<u>ASSETS</u>			
520-1110	ALLOCATED CASH		9,399.99
520-1115	CASH IN BANK - LGIP		30,015.53
			<u>39,415.52</u>
	TOTAL ASSETS		<u>39,415.52</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
520-3100	BEGINNING FUND BALANCE		39,395.13
	REVENUE OVER EXPENDITURES - YTD	<u>20.39</u>	
	BALANCE - CURRENT DATE		<u>20.39</u>
	TOTAL FUND EQUITY		<u>39,415.52</u>
	TOTAL LIABILITIES AND EQUITY		<u>39,415.52</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2022

WATER RESERVE FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>INVESTMENT EARNINGS</u>						
520-315-4125	INTEREST EARNED	15.69	20.39	4.00	(16.39)	509.8
	TOTAL INVESTMENT EARNINGS	15.69	20.39	4.00	(16.39)	509.8
	TOTAL FUND REVENUE	15.69	20.39	4.00	(16.39)	509.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

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	15.69	20.39	(39,398.00)	(39,418.39)	.1

CITY OF LOWELL
 BALANCE SHEET
 APRIL 30, 2022

SEWER RESERVE FUND

<u>ASSETS</u>			
521-1110	ALLOCATED CASH		5,752.97
521-1115	CASH IN BANK - LGIP		10,005.18
			<u>15,758.15</u>
	TOTAL ASSETS		<u>15,758.15</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
521-3100	BEGINNING FUND BALANCE		15,750.85
	REVENUE OVER EXPENDITURES - YTD	<u>7.30</u>	
	BALANCE - CURRENT DATE		<u>7.30</u>
	TOTAL FUND EQUITY		<u>15,758.15</u>
	TOTAL LIABILITIES AND EQUITY		<u>15,758.15</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2022

SEWER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
521-315-4125 INTEREST EARNED	5.28	7.30	2.00	(5.30)	365.0
TOTAL INVESTMENT EARNINGS	5.28	7.30	2.00	(5.30)	365.0
TOTAL FUND REVENUE	5.28	7.30	2.00	(5.30)	365.0

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2022

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	5.28	7.30	(15,754.00)	(15,761.30)	.1

CITY OF LOWELL
 COMBINED CASH INVESTMENT
 MAY 31, 2022

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	754,313.72
999-1115	CASH IN BANK - LGIP	1,018,922.37
		1,773,236.09
	TOTAL COMBINED CASH	1,773,236.09
999-1110	CASH ALLOCATED TO FUNDS	(1,773,236.09)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	499,179.53
220	ALLOCATION TO BUILDING FUND	74,688.27
230	ALLOCATION TO WATER FUND	110,143.45
240	ALLOCATION TO SEWER FUND	177,524.39
312	ALLOCATION TO STREET FUND	108,087.85
314	ALLOCATION TO BLACKBERRY JAM FUND	12,878.39
410	ALLOCATION TO PARKS SDC FUND	88,502.24
412	ALLOCATION TO STREETS SDC FUND	68,007.80
430	ALLOCATION TO WATER SDC FUND	379,267.45
440	ALLOCATION TO SEWER SDC FUND	131,114.22
445	ALLOCATION TO STORMWATER SDC FUND	68,643.26
520	ALLOCATION TO WATER RESERVE FUND	39,434.68
521	ALLOCATION TO SEWER RESERVE FUND	15,764.58
		1,773,236.11
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,773,236.11
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	(1,773,236.09)
		.02
	ZERO PROOF IF ALLOCATIONS BALANCE	.02

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	280,272.94	
110-1115	CASH IN BANK - LGIP	218,906.59	
110-1120	PETTY CASH	250.00	
110-1620	INVENTORY	308,934.79	
110-1710	LAND	2,595,845.69	
110-1720	BUILDINGS & FACILITIES	430,908.77	
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	(187,520.17)	
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>3,727,007.22</u>

LIABILITIES AND EQUITY

LIABILITIES

110-2125	ACCOUNTS PAYABLE	330.00	
110-2205	WAGES PAYABLE	2,248.12	
110-2210	PAYROLL TAXES PAYABLE	979.08	
110-2245	HEALTH INSURANCE PAYABLE	795.75	
110-2250	RETIREMENT PAYABLE	1,075.81	
110-2255	DEFERRED COMP PAYABLE	30.01	
110-2510	BAIL HELD	2,250.00	
110-2515	GET TAX COLLECTED	23,047.86	
110-2518	LANE ELECTRIC - PAY STATION	283.00	
110-2525	OTHER DEPOSITS	103.00	
110-2750	LONG TERM DEBT	803,036.97	
	TOTAL LIABILITIES		834,179.60

FUND EQUITY

110-3100	BEGINNING FUND BALANCE	205,803.47	
110-3275	GASB - FIXED ASSETS	3,227,577.69	
110-3277	GAAP - LONG TERM DEBT	(803,036.97)	
	REVENUE OVER EXPENDITURES - YTD	<u>262,483.43</u>	
	BALANCE - CURRENT DATE	<u>262,483.43</u>	
	TOTAL FUND EQUITY		<u>2,892,827.62</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,727,007.22</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
110-310-4112	505.63	177,861.23	153,139.00	(24,722.23)	116.1
110-310-4114	73.05	2,077.75	2,600.00	522.25	79.9
	<u>578.68</u>	<u>179,938.98</u>	<u>155,739.00</u>	<u>(24,199.98)</u>	<u>115.5</u>
<u>INVESTMENT EARNINGS</u>					
110-315-4125	157.78	1,233.73	2,500.00	1,266.27	49.4
	<u>157.78</u>	<u>1,233.73</u>	<u>2,500.00</u>	<u>1,266.27</u>	<u>49.4</u>
<u>INTERGOVERNMENTAL</u>					
110-320-4132	2,360.65	11,783.61	11,000.00	(783.61)	107.1
110-320-4134	.00	793.56	3,407.00	2,613.44	23.3
110-320-4136	1,820.67	19,956.10	22,000.00	2,043.90	90.7
110-320-4145	.00	34.48	.00	(34.48)	.0
110-320-4148	.00	1,782.09	6,000.00	4,217.91	29.7
	<u>4,181.32</u>	<u>34,349.84</u>	<u>42,407.00</u>	<u>8,057.16</u>	<u>81.0</u>
<u>GRANT REVENUES</u>					
110-325-4151	.00	78,436.55	140,000.00	61,563.45	56.0
110-325-4152	.00	10,586.00	10,200.00	(386.00)	103.8
110-325-4154	.00	1,000.00	.00	(1,000.00)	.0
110-325-4155	12,275.00	203,741.00	225,500.00	21,759.00	90.4
110-325-4158	.00	999.55	.00	(999.55)	.0
110-325-4160	.00	.00	240,000.00	240,000.00	.0
	<u>12,275.00</u>	<u>294,763.10</u>	<u>615,700.00</u>	<u>320,936.90</u>	<u>47.9</u>
<u>FRANCHISE FEES</u>					
110-330-4310	1,857.50	7,101.10	5,900.00	(1,201.10)	120.4
110-330-4312	.00	53,452.44	53,000.00	(452.44)	100.9
110-330-4316	.00	1,338.54	3,000.00	1,661.46	44.6
110-330-4318	2,546.12	15,098.60	18,500.00	3,401.40	81.6
110-330-4320	3,434.84	16,421.18	20,335.00	3,913.82	80.8
	<u>7,838.46</u>	<u>93,411.86</u>	<u>100,735.00</u>	<u>7,323.14</u>	<u>92.7</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSES & PERMITS</u>					
110-335-4352 LAND USE & DEVELOPMENT	9,946.15	17,951.15	15,000.00	(2,951.15)	119.7
110-335-4354 MISC PERMITS & LICENSES	.00	20.00	275.00	255.00	7.3
110-335-4360 DOG LICENSES	34.00	347.00	800.00	453.00	43.4
TOTAL LICENSES & PERMITS	9,980.15	18,318.15	16,075.00	(2,243.15)	114.0
<u>CHARGES FOR SERVICE</u>					
110-340-4410 COPY, FAX, NOTARY & RESEARCH	28.60	368.15	1,030.00	661.85	35.7
110-340-4415 LIBRARY BUSINESS SERVICES	.00	.00	250.00	250.00	.0
110-340-4417 LIEN SEARCHES	70.00	800.00	515.00	(285.00)	155.3
110-340-4419 ELECTION FILING FEES	.00	.00	100.00	100.00	.0
110-340-4421 SDC/CET ADMIN FEE	1,559.70	9,177.49	4,005.00	(5,172.49)	229.2
110-340-4423 PAY STATION REVENUE	.00	45.75	125.00	79.25	36.6
TOTAL CHARGES FOR SERVICE	1,658.30	10,391.39	6,025.00	(4,366.39)	172.5
<u>SDC REVENUE</u>					
110-345-4511 PARKS REIMBURSEMENT SDC	282.00	1,410.00	735.00	(675.00)	191.8
TOTAL SDC REVENUE	282.00	1,410.00	735.00	(675.00)	191.8
<u>FINES & FORFEITURES</u>					
110-350-4625 MUNICIPAL COURT REVENUE	652.00	8,140.19	3,146.00	(4,994.19)	258.8
TOTAL FINES & FORFEITURES	652.00	8,140.19	3,146.00	(4,994.19)	258.8
<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	.00	301.85	.00	(301.85)	.0
110-370-4826 PARKS DONATIONS	1,500.00	2,445.00	.00	(2,445.00)	.0
110-370-4849 CAPITAL ASSET DISPOSAL	57,860.00	57,860.00	418,700.00	360,840.00	13.8
TOTAL OTHER REVENUE	59,360.00	60,606.85	418,700.00	358,093.15	14.5

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FUNDRAISING & EVENT REVENUE</u>					
110-380-4865 LIBRARY CAPITAL CAMPAIGN	.00	13,270.00	.00	(13,270.00)	.0
TOTAL FUNDRAISING & EVENT REVENUE	.00	13,270.00	.00	(13,270.00)	.0
<u>MISCELLANEOUS REVENUE</u>					
110-385-4895 MISCELLANEOUS REVENUE	206.32	675.16	2,250.00	1,574.84	30.0
TOTAL MISCELLANEOUS REVENUE	206.32	675.16	2,250.00	1,574.84	30.0
TOTAL FUND REVENUE	97,170.01	716,509.25	1,864,012.00	1,147,502.75	38.4

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONAL SERVICES</u>					
110-410-5110 CITY ADMINISTRATOR	1,487.50	17,387.51	17,850.00	462.49	97.4
110-410-5114 CITY CLERK	380.50	5,092.46	5,828.00	735.54	87.4
110-410-5158 MAINTENANCE WORKER I	163.52	1,720.78	2,195.00	474.22	78.4
110-410-5220 OVERTIME	8.23	71.22	84.00	12.78	84.8
110-410-5315 SOCIAL SECURITY/MEDICARE	156.04	1,779.13	1,978.00	198.87	90.0
110-410-5320 WORKER'S COMP	.65	49.35	457.00	407.65	10.8
110-410-5350 UNEMPLOYMENT	.00	.00	1,728.00	1,728.00	.0
110-410-5410 HEALTH INSURANCE	260.72	3,753.38	3,901.00	147.62	96.2
110-410-5450 PUBLIC EMPLOYEES RETIREMENT	400.41	4,266.23	5,095.00	828.77	83.7
TOTAL PERSONAL SERVICES	2,857.57	34,120.06	39,116.00	4,995.94	87.2
<u>MATERIALS & SERVICES</u>					
110-410-6110 AUDITING	99.99	5,775.00	5,500.00	(275.00)	105.0
110-410-6112 LEGAL SERVICES	.00	1,049.14	2,500.00	1,450.86	42.0
110-410-6114 FINANCIAL SERVICES	351.75	4,130.00	6,215.00	2,085.00	66.5
110-410-6122 IT SERVICES	1,169.13	8,901.36	12,000.00	3,098.64	74.2
110-410-6124 COPIER CONTRACT	147.98	1,627.78	2,250.00	622.22	72.4
110-410-6128 OTHER CONTRACT SERVICES	41.69	6,277.00	12,500.00	6,223.00	50.2
110-410-6210 INSURANCE & BONDS	.00	1,033.45	6,426.00	5,392.55	16.1
110-410-6220 PUBLICATIONS, PRINTING & DUES	905.75	4,540.87	1,400.00	(3,140.87)	324.4
110-410-6222 NEWSLETTER EXPENDITURE	.00	.00	1,200.00	1,200.00	.0
110-410-6226 POSTAGE	73.42	701.45	500.00	(201.45)	140.3
110-410-6228 PUBLIC NOTICES	.00	293.85	500.00	206.15	58.8
110-410-6230 OFFICE SUPPLIES/EQUIPMENT	19.97	2,209.74	2,000.00	(209.74)	110.5
110-410-6234 GENERAL SUPPLIES	.00	858.22	1,000.00	141.78	85.8
110-410-6238 BANK SERVICE CHARGES	.02	212.73	1,000.00	787.27	21.3
110-410-6240 TRAVEL & TRAINING	.00	2,076.42	5,700.00	3,623.58	36.4
110-410-6290 MISCELLANEOUS	551.24	862.62	500.00	(362.62)	172.5
110-410-6320 BUILDING REPAIR & MAINTENANCE	.00	256.00	1,000.00	744.00	25.6
110-410-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	676.16	100.00	(576.16)	676.2
110-410-6334 NON-CAPITALIZED ASSETS	.00	.00	2,000.00	2,000.00	.0
110-410-6420 WATER SERVICES	102.72	2,293.06	1,398.00	(895.06)	164.0
110-410-6425 SEWER SERVICES	233.38	2,560.39	825.00	(1,735.39)	310.4
110-410-6430 ELECTRICITY SERVICES	368.09	3,004.62	2,100.00	(904.62)	143.1
110-410-6435 INTERNET SERVICES	120.21	2,363.54	1,322.00	(1,041.54)	178.8
110-410-6440 TELEPHONE SERVICES	222.82	2,321.78	1,875.00	(446.78)	123.8
110-410-6445 REFUSE SERVICES	.00	420.09	120.00	(300.09)	350.1
110-410-6510 COUNCIL EXPENDITURE	.00	.00	2,000.00	2,000.00	.0
110-410-6512 STATE ETHICS COMMISSION	.00	548.82	650.00	101.18	84.4
TOTAL MATERIALS & SERVICES	4,408.16	54,994.09	74,581.00	19,586.91	73.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
110-410-8225 BUILDINGS & FACILITIES	157.73	8,586.66	185,700.00	177,113.34	4.6
TOTAL CAPITAL OUTLAY	157.73	8,586.66	185,700.00	177,113.34	4.6
TOTAL ADMINISTRATION	7,423.46	97,700.81	299,397.00	201,696.19	32.6
<u>PARKS & RECREATION</u>					
<u>PERSONAL SERVICES</u>					
110-420-5110 CITY ADMINISTRATOR	371.88	4,257.13	4,463.00	205.87	95.4
110-420-5150 PUBLIC WORKS DIRECTOR	316.50	3,638.47	3,798.00	159.53	95.8
110-420-5152 UTILITY WORKER I	722.36	8,314.94	4,551.00	(3,763.94)	182.7
110-420-5154 UTILITY WORKER II	.00	.00	4,551.00	4,551.00	.0
110-420-5156 TEMPORARY/ SEASONAL	.00	2,564.00	3,028.00	464.00	84.7
110-420-5158 MAINTENANCE WORKER I	817.55	8,603.56	10,976.00	2,372.44	78.4
110-420-5220 OVERTIME	110.96	1,385.99	1,409.00	23.01	98.4
110-420-5315 SOCIAL SECURITY/MEDICARE	178.98	2,118.79	2,512.00	393.21	84.4
110-420-5320 WORKER'S COMP	1.07	569.36	1,670.00	1,100.64	34.1
110-420-5350 UNEMPLOYMENT	.00	.00	2,328.00	2,328.00	.0
110-420-5410 HEALTH INSURANCE	300.16	4,203.20	4,384.00	180.80	95.9
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	459.22	5,133.07	6,444.00	1,310.93	79.7
TOTAL PERSONAL SERVICES	3,278.68	40,788.51	50,114.00	9,325.49	81.4

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-420-6122	78.60	861.85	.00	(861.85)	.0
110-420-6128	.00	1,687.68	20,000.00	18,312.32	8.4
110-420-6210	.00	1,826.14	1,861.00	34.86	98.1
110-420-6234	15.87	2,831.40	2,000.00	(831.40)	141.6
110-420-6238	.00	5.21	4.00	(1.21)	130.3
110-420-6240	.00	255.91	.00	(255.91)	.0
110-420-6290	.00	226.01	500.00	273.99	45.2
110-420-6320	.00	206.99	3,000.00	2,793.01	6.9
110-420-6324	107.12	2,524.94	2,000.00	(524.94)	126.3
110-420-6328	.00	.00	1,000.00	1,000.00	.0
110-420-6330	.00	1,983.93	2,000.00	16.07	99.2
110-420-6334	.00	8,132.29	11,000.00	2,867.71	73.9
110-420-6339	.00	5,813.30	10,000.00	4,186.70	58.1
110-420-6420	271.28	5,367.57	25,000.00	19,632.43	21.5
110-420-6425	127.88	1,402.96	1,650.00	247.04	85.0
110-420-6430	306.62	2,130.23	2,129.00	(1.23)	100.1
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	172.82	1,803.26	1,500.00	(303.26)	120.2
	<u>1,080.19</u>	<u>38,199.67</u>	<u>84,009.00</u>	<u>45,809.33</u>	<u>45.5</u>
<u>CAPITAL OUTLAY</u>					
110-420-8520	.00	16,545.04	624,700.00	608,154.96	2.7
	<u>.00</u>	<u>16,545.04</u>	<u>624,700.00</u>	<u>608,154.96</u>	<u>2.7</u>
	<u>4,358.87</u>	<u>95,533.22</u>	<u>758,823.00</u>	<u>663,289.78</u>	<u>12.6</u>
<u>POLICE</u>					
<u>MATERIALS & SERVICES</u>					
110-430-6118	5,069.20	26,919.81	29,530.00	2,610.19	91.2
	<u>5,069.20</u>	<u>26,919.81</u>	<u>29,530.00</u>	<u>2,610.19</u>	<u>91.2</u>
	<u>5,069.20</u>	<u>26,919.81</u>	<u>29,530.00</u>	<u>2,610.19</u>	<u>91.2</u>
<u>COMMUNITY DEVELOPMENT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-440-5110 CITY ADMINISTRATOR	371.88	4,257.13	4,463.00	205.87	95.4
110-440-5315 SOCIAL SECURITY/MEDICARE	28.46	311.56	341.00	29.44	91.4
110-440-5320 WORKER'S COMP	.09	3.43	68.00	64.57	5.0
110-440-5350 UNEMPLOYMENT	.00	.00	360.00	360.00	.0
110-440-5410 HEALTH INSURANCE	32.40	464.02	484.00	19.98	95.9
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	73.00	848.04	876.00	27.96	96.8
TOTAL PERSONAL SERVICES	505.83	5,884.18	6,592.00	707.82	89.3
<u>MATERIALS & SERVICES</u>					
110-440-6116 ENGINEERING SERVICES	.00	22,350.92	30,000.00	7,649.08	74.5
110-440-6122 IT SERVICES	19.02	293.99	300.00	6.01	98.0
110-440-6128 OTHER CONTRACT SERVICES	.00	8,136.17	15,000.00	6,863.83	54.2
110-440-6210 INSURANCE & BONDS	.00	264.49	300.00	35.51	88.2
110-440-6220 PUBLICATIONS, PRINTING & DUES	21.99	392.25	400.00	7.75	98.1
110-440-6226 POSTAGE	8.28	97.78	175.00	77.22	55.9
110-440-6230 OFFICE SUPPLIES/EQUIPMENT	.00	19.07	.00	(19.07)	.0
110-440-6238 BANK SERVICE CHARGES	121.24	167.16	.00	(167.16)	.0
110-440-6240 TRAVEL & TRAINING	.00	4.84	.00	(4.84)	.0
110-440-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-440-6522 LAND USE & DEVELOPMENT COSTS	.00	17,499.96	24,500.00	7,000.04	71.4
TOTAL MATERIALS & SERVICES	170.53	49,226.63	70,925.00	21,698.37	69.4
<u>CAPITAL OUTLAY</u>					
110-440-8225 BUILDINGS & FACILITIES	5,555.96	33,238.90	101,000.00	67,761.10	32.9
TOTAL CAPITAL OUTLAY	5,555.96	33,238.90	101,000.00	67,761.10	32.9
TOTAL COMMUNITY DEVELOPMENT	6,232.32	88,349.71	178,517.00	90,167.29	49.5
<u>LIBRARY</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-450-5130 LIBRARIAN/SPECIAL EVENTS	.00	.00	16,380.00	16,380.00	.0
110-450-5156 TEMPORARY/ SEASONAL	.00	512.82	606.00	93.18	84.6
110-450-5158 MAINTENANCE WORKER I	163.52	1,720.78	2,194.00	473.22	78.4
110-450-5315 SOCIAL SECURITY/MEDICARE	12.51	166.03	1,467.00	1,300.97	11.3
110-450-5320 WORKER'S COMP	.11	21.84	326.00	304.16	6.7
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	32.10	335.87	3,764.00	3,428.13	8.9
TOTAL PERSONAL SERVICES	208.24	2,757.34	30,893.00	28,135.66	8.9
<u>MATERIALS & SERVICES</u>					
110-450-6122 IT SERVICES	266.65	1,121.26	1,460.00	338.74	76.8
110-450-6128 OTHER CONTRACT SERVICES	.00	11,686.80	500.00	(11,186.80)	2337.4
110-450-6210 INSURANCE & BONDS	.00	7.02	.00	(7.02)	.0
110-450-6226 POSTAGE	5.63	304.83	50.00	(254.83)	609.7
110-450-6230 OFFICE SUPPLIES/EQUIPMENT	22.62	10.81	500.00	489.19	2.2
110-450-6234 GENERAL SUPPLIES	.00	206.26	1,500.00	1,293.74	13.8
110-450-6238 BANK SERVICE CHARGES	.00	100.87	1.00	(99.87)	10087.
110-450-6290 MISCELLANEOUS	.00	82.76	250.00	167.24	33.1
110-450-6320 BUILDING REPAIR & MAINTENANCE	.00	613.06	1,656.00	1,042.94	37.0
110-450-6420 WATER SERVICES	7.96	89.18	950.00	860.82	9.4
110-450-6425 SEWER SERVICES	15.99	175.42	750.00	574.58	23.4
110-450-6430 ELECTRICITY SERVICES	53.37	391.41	2,400.00	2,008.59	16.3
110-450-6435 INTERNET SERVICES	46.24	508.64	780.00	271.36	65.2
110-450-6440 TELEPHONE SERVICES	33.70	357.61	350.00	(7.61)	102.2
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	452.16	15,655.93	12,672.00	(2,983.93)	123.6
<u>CAPITAL OUTLAY</u>					
110-450-8225 BUILDINGS & FACILITIES	8,061.02	48,991.96	307,115.00	258,123.04	16.0
TOTAL CAPITAL OUTLAY	8,061.02	48,991.96	307,115.00	258,123.04	16.0
TOTAL LIBRARY	8,721.42	67,405.23	350,680.00	283,274.77	19.2
<u>CODE ENFORCEMENT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-460-5110 CITY ADMINISTRATOR	371.88	4,257.13	4,463.00	205.87	95.4
110-460-5150 PUBLIC WORKS DIRECTOR	316.50	3,638.47	3,798.00	159.53	95.8
110-460-5220 OVERTIME	.00	73.95	315.00	241.05	23.5
110-460-5315 SOCIAL SECURITY/MEDICARE	52.66	583.34	341.00	(242.34)	171.1
110-460-5320 WORKER'S COMP	.16	17.81	154.00	136.19	11.6
110-460-5350 UNEMPLOYMENT	.00	.00	692.00	692.00	.0
110-460-5410 HEALTH INSURANCE	100.07	1,401.36	1,462.00	60.64	95.9
110-460-5450 PUBLIC EMPLOYEES RETIREMENT	135.14	1,573.26	1,684.00	110.74	93.4
TOTAL PERSONAL SERVICES	976.41	11,545.32	12,909.00	1,363.68	89.4
<u>MATERIALS & SERVICES</u>					
110-460-6128 OTHER CONTRACT SERVICES	(64.00)	(42.06)	.00	42.06	.0
110-460-6234 GENERAL SUPPLIES	.00	19.52	100.00	80.48	19.5
110-460-6238 BANK SERVICE CHARGES	.00	.35	1.00	.65	35.0
110-460-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
110-460-6445 REFUSE SERVICES	75.00	253.00	2,600.00	2,347.00	9.7
TOTAL MATERIALS & SERVICES	11.00	230.81	2,801.00	2,570.19	8.2
TOTAL CODE ENFORCEMENT	987.41	11,776.13	15,710.00	3,933.87	75.0
<u>TOURISM</u>					
<u>MATERIALS & SERVICES</u>					
110-470-6224 MARKETING	.00	415.00	295.00	(120.00)	140.7
110-470-6226 POSTAGE	.00	17.16	100.00	82.84	17.2
110-470-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-470-6326 COVERED BRIDGE MAINTENANCE	65.42	710.02	2,466.00	1,755.98	28.8
110-470-6527 COMMUNITY GRANT PROGRAM	.00	1,993.92	3,000.00	1,006.08	66.5
TOTAL MATERIALS & SERVICES	65.42	3,136.10	6,111.00	2,974.90	51.3
TOTAL TOURISM	65.42	3,136.10	6,111.00	2,974.90	51.3
<u>MUNICIPAL COURT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-480-5110 CITY ADMINISTRATOR	371.88	4,436.72	4,463.00	26.28	99.4
110-480-5114 CITY CLERK	190.26	2,546.36	2,914.00	367.64	87.4
110-480-5220 OVERTIME	4.12	35.62	42.00	6.38	84.8
110-480-5315 SOCIAL SECURITY/MEDICARE	43.34	514.92	567.00	52.08	90.8
110-480-5320 WORKER'S COMP	.18	15.91	135.00	119.09	11.8
110-480-5350 UNEMPLOYMENT	.00	.00	599.00	599.00	.0
110-480-5410 HEALTH INSURANCE	97.96	1,412.66	1,468.00	55.34	96.2
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	111.15	1,117.10	1,456.00	338.90	76.7
TOTAL PERSONAL SERVICES	818.89	10,079.29	11,644.00	1,564.71	86.6
<u>MATERIALS & SERVICES</u>					
110-480-6120 JUDGE CONTRACT	.00	1,080.00	1,450.00	370.00	74.5
110-480-6121 BAILIFF CONTRACT	63.34	126.68	200.00	73.32	63.3
110-480-6128 OTHER CONTRACT SERVICES	730.64	2,670.71	3,500.00	829.29	76.3
110-480-6220 PUBLICATIONS, PRINTING & DUES	.00	150.00	75.00 (75.00)	200.0
110-480-6226 POSTAGE	.00	25.11	75.00	49.89	33.5
110-480-6230 OFFICE SUPPLIES/EQUIPMENT	.00	17.53	.00 (17.53)	.0
110-480-6238 BANK SERVICE CHARGES	12.28	94.12	200.00	105.88	47.1
110-480-6240 TRAVEL & TRAINING	133.38	172.22	.00 (172.22)	.0
110-480-6560 STATE ASSESSMENTS	.00	1,050.00	1,530.00	480.00	68.6
110-480-6565 COURT COLLECTION FEES	5.97	52.69	61.00	8.31	86.4
TOTAL MATERIALS & SERVICES	945.61	5,439.06	7,091.00	1,651.94	76.7
TOTAL MUNICIPAL COURT	1,764.50	15,518.35	18,735.00	3,216.65	82.8
<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	10,017.91	10,458.00	440.09	95.8
110-800-7112 LOAN PRINCIPAL - ROLLING ROCK	.00	7,827.35	68,171.00	60,343.65	11.5
110-800-7510 LOAN INTEREST	667.28	7,340.08	8,010.00	669.92	91.6
110-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	12,631.61	12,194.00 (437.61)	103.6
110-800-7512 LOAN INTEREST - ROLLING ROCK	.00	9,869.51	9,526.00 (343.51)	103.6
TOTAL DEBT SERVICES	667.28	47,686.46	406,359.00	358,672.54	11.7
TOTAL DEBT SERVICE	667.28	47,686.46	406,359.00	358,672.54	11.7
<u>OTHER REQUIREMENTS</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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OTHER REQUIREMENTS					
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	35,289.88	454,025.82	2,274,435.00	1,820,409.18	20.0
NET REVENUE OVER EXPENDITURES	61,880.13	262,483.43	(410,423.00)	(672,906.43)	64.0

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

BUILDING FUND

ASSETS

220-1110	ALLOCATED CASH	74,688.27	
	TOTAL ASSETS		74,688.27

LIABILITIES AND EQUITY

LIABILITIES

220-2205	WAGES PAYABLE	69.82	
220-2210	PAYROLL TAXES PAYABLE	30.38	
220-2245	HEALTH INSURANCE PAYABLE	66.31	
220-2250	RETIREMENT PAYABLE	22.67	
	TOTAL LIABILITIES		189.18

FUND EQUITY

220-3100	BEGINNING FUND BALANCE	29,944.12	
	REVENUE OVER EXPENDITURES - YTD	44,554.97	
	BALANCE - CURRENT DATE	44,554.97	
	TOTAL FUND EQUITY		74,499.09
	TOTAL LIABILITIES AND EQUITY		74,688.27

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
220-315-4125 INTEREST EARNED	1.11	9.51	.00	(9.51)	.0
TOTAL INVESTMENT EARNINGS	1.11	9.51	.00	(9.51)	.0
<u>LICENSES & PERMITS</u>					
220-335-4356 BUILDING PERMIT FEES	25,151.31	108,919.96	95,000.00	(13,919.96)	114.7
220-335-4358 ELECTRICAL PERMIT FEES	2,811.20	13,916.48	12,500.00	(1,416.48)	111.3
TOTAL LICENSES & PERMITS	27,962.51	122,836.44	107,500.00	(15,336.44)	114.3
TOTAL FUND REVENUE	27,963.62	122,845.95	107,500.00	(15,345.95)	114.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
220-490-5110 CITY ADMINISTRATOR	.00	179.59	.00	(179.59)	.0
220-490-5114 CITY CLERK	190.26	2,546.36	3,414.00	867.64	74.6
220-490-5220 OVERTIME	4.12	35.62	42.00	6.38	84.8
220-490-5315 SOCIAL SECURITY/MEDICARE	14.88	203.36	574.00	370.64	35.4
220-490-5320 WORKER'S COMP	.09	398.27	354.00	(44.27)	112.5
220-490-5350 UNEMPLOYMENT	.00	.00	240.00	240.00	.0
220-490-5410 HEALTH INSURANCE	65.56	948.64	984.00	35.36	96.4
220-490-5450 PUBLIC EMPLOYEES RETIREMENT	38.15	269.07	680.00	410.93	39.6
TOTAL PERSONAL SERVICES	313.06	4,580.91	6,288.00	1,707.09	72.9
<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	338.64	1,099.43	2,400.00	1,300.57	45.8
220-490-6128 OTHER CONTRACT SERVICES	.00	10.98	.00	(10.98)	.0
220-490-6150 BUILDING INSPECTION SERVICES	4,146.94	57,414.20	62,520.00	5,105.80	91.8
220-490-6152 ELECTRICAL INSPECTION SERVICES	935.25	7,005.75	8,800.00	1,794.25	79.6
220-490-6226 POSTAGE	5.63	33.02	.00	(33.02)	.0
220-490-6230 OFFICE SUPPLIES/EQUIPMENT	25.64	54.99	.00	(54.99)	.0
220-490-6238 BANK SERVICE CHARGES	6.04	40.43	125.00	84.57	32.3
220-490-6240 TRAVEL & TRAINING	.00	116.00	.00	(116.00)	.0
220-490-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
220-490-6420 WATER SERVICES	3.18	32.50	175.00	142.50	18.6
220-490-6425 SEWER SERVICES	6.39	63.72	125.00	61.28	51.0
220-490-6430 ELECTRICITY SERVICES	21.35	155.76	225.00	69.24	69.2
220-490-6435 INTERNET SERVICES	18.49	203.39	148.00	(55.39)	137.4
220-490-6440 TELEPHONE SERVICES	18.30	192.78	225.00	32.22	85.7
220-490-6445 REFUSE SERVICES	.00	.00	50.00	50.00	.0
220-490-6524 BUILDING STATE SURCHARGE	.00	6,279.84	14,500.00	8,220.16	43.3
220-490-6525 ELECTRICAL STATE SURCHARGE	.00	1,007.28	1,840.00	832.72	54.7
TOTAL MATERIALS & SERVICES	5,525.85	73,710.07	92,233.00	18,522.93	79.9
TOTAL NON-DEPARTMENTAL	5,838.91	78,290.98	98,521.00	20,230.02	79.5
<u>OTHER REQUIREMENTS</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

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	5,838.91	78,290.98	127,355.00	49,064.02	61.5
NET REVENUE OVER EXPENDITURES	22,124.71	44,554.97	(19,855.00)	(64,409.97)	224.4

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

WATER FUND

ASSETS

230-1110	ALLOCATED CASH	19,476.84	
230-1115	CASH IN BANK - LGIP	90,666.61	
230-1510	ACCOUNTS RECEIVABLE	32,554.58	
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>2,466,892.59</u>

LIABILITIES AND EQUITY

LIABILITIES

230-2205	WAGES PAYABLE	3,460.47	
230-2210	PAYROLL TAXES PAYABLE	1,604.82	
230-2245	HEALTH INSURANCE PAYABLE	2,136.74	
230-2250	RETIREMENT PAYABLE	1,416.63	
230-2255	DEFERRED COMP PAYABLE	127.51	
230-2520	UTILITY DEPOSITS	38,800.00	
230-2530	H2O DONATIONS	360.00	
230-2750	LONG TERM DEBT	1,051,825.87	
	TOTAL LIABILITIES		1,099,732.04

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>53,309.92</u>	
	BALANCE - CURRENT DATE	<u>53,309.92</u>	
	TOTAL FUND EQUITY		<u>1,367,160.55</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,466,892.59</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
230-315-4125 INTEREST EARNED	57.42	339.31	2,200.00	1,860.69	15.4
TOTAL INVESTMENT EARNINGS	57.42	339.31	2,200.00	1,860.69	15.4
<u>GRANT REVENUES</u>					
230-325-4151 WATER - OPERATING GRANTS	.00	.00	120,000.00	120,000.00	.0
230-325-4162 WATER - CAPITAL GRANTS	.00	54,248.82	.00	(54,248.82)	.0
TOTAL GRANT REVENUES	.00	54,248.82	120,000.00	65,751.18	45.2
<u>LICENSES & PERMITS</u>					
230-335-4370 WATER/SEWER CONNECTION PERMIT	1,750.00	8,000.00	2,750.00	(5,250.00)	290.9
TOTAL LICENSES & PERMITS	1,750.00	8,000.00	2,750.00	(5,250.00)	290.9
<u>CHARGES FOR SERVICE</u>					
230-340-4425 WATER/SEWER SALES	24,541.24	355,750.01	364,700.00	8,949.99	97.6
230-340-4426 BULK WATER SALES	292.31	8,982.89	10,000.00	1,017.11	89.8
230-340-4435 FIRE HYDRANT FEE	328.64	4,167.47	4,240.00	72.53	98.3
230-340-4450 WATER/SEWER PENALTIES	130.00	975.00	1,500.00	525.00	65.0
TOTAL CHARGES FOR SERVICE	25,292.19	369,875.37	380,440.00	10,564.63	97.2
<u>SDC REVENUE</u>					
230-345-4531 WATER REIMBURSEMENT SDC	4,470.00	22,350.00	7,450.00	(14,900.00)	300.0
TOTAL SDC REVENUE	4,470.00	22,350.00	7,450.00	(14,900.00)	300.0
<u>MISCELLANEOUS REVENUE</u>					
230-385-4895 MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
TOTAL FUND REVENUE	31,569.61	454,813.50	513,340.00	58,526.50	88.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
230-490-5110	CITY ADMINISTRATOR	2,045.32	24,850.74	24,544.00 (306.74) 101.3
230-490-5114	CITY CLERK	1,522.00	20,370.01	23,310.00	2,939.99 87.4
230-490-5150	PUBLIC WORKS DIRECTOR	2,690.32	30,927.76	32,284.00	1,356.24 95.8
230-490-5152	UTILITY WORKER I	3,070.08	35,339.08	19,341.00 (15,998.08) 182.7
230-490-5154	UTILITY WORKER II	.00	.00	19,341.00	19,341.00 .0
230-490-5156	TEMPORARY/ SEASONAL	.00	512.82	606.00	93.18 84.6
230-490-5158	MAINTENANCE WORKER I	245.27	2,581.05	3,293.00	711.95 78.4
230-490-5220	OVERTIME	504.51	6,489.97	5,000.00 (1,489.97) 129.8
230-490-5315	SOCIAL SECURITY/MEDICARE	770.94	8,877.64	9,993.00	1,115.36 88.8
230-490-5320	WORKER'S COMP	3.74	2,077.15	6,317.00	4,239.85 32.9
230-490-5350	UNEMPLOYMENT	.00	.00	10,420.00	10,420.00 .0
230-490-5410	HEALTH INSURANCE	2,128.27	30,017.34	31,270.00	1,252.66 96.0
230-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,978.17	21,476.91	25,639.00	4,162.09 83.8
	TOTAL PERSONAL SERVICES	14,958.62	183,520.47	211,358.00	27,837.53 86.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
230-490-6110	AUDITING	255.96	5,775.00	6,000.00	225.00 96.3
230-490-6112	LEGAL SERVICES	.00	.00	500.00	500.00 .0
230-490-6114	FINANCIAL SERVICES	351.75	4,130.00	4,100.00 (30.00) 100.7
230-490-6116	ENGINEERING SERVICES	.00	4,360.50	1,500.00 (2,860.50) 290.7
230-490-6122	IT SERVICES	1,262.11	6,446.43	5,500.00 (946.43) 117.2
230-490-6128	OTHER CONTRACT SERVICES	83.37	1,258.55	8,500.00	7,241.45 14.8
230-490-6210	INSURANCE & BONDS	.00	8,736.69	8,000.00 (736.69) 109.2
230-490-6220	PUBLICATIONS, PRINTING & DUES	.00	1,864.30	1,200.00 (664.30) 155.4
230-490-6226	POSTAGE	203.52	1,249.09	1,100.00 (149.09) 113.6
230-490-6230	OFFICE SUPPLIES/EQUIPMENT	34.60	382.80	3,500.00	3,117.20 10.9
230-490-6234	GENERAL SUPPLIES	19.38	3,653.28	3,000.00 (653.28) 121.8
230-490-6238	BANK SERVICE CHARGES	210.17	2,765.17	4,000.00	1,234.83 69.1
230-490-6240	TRAVEL & TRAINING	.00	1,567.62	1,500.00 (67.62) 104.5
230-490-6290	MISCELLANEOUS	.00	.00	1,500.00	1,500.00 .0
230-490-6320	BUILDING REPAIR & MAINTENANCE	.00	2,210.12	3,000.00	789.88 73.7
230-490-6324	EQUIPMENT REPAIR & MAINTENANCE	1,213.01	8,397.85	5,000.00 (3,397.85) 168.0
230-490-6330	OTHER REPAIR & MAINTENANCE	690.40	7,552.36	17,000.00	9,447.64 44.4
230-490-6334	NON-CAPITALIZED ASSETS	.00	1,809.97	2,000.00	190.03 90.5
230-490-6420	WATER SERVICES	36.45	765.67	500.00 (265.67) 153.1
230-490-6425	SEWER SERVICES	63.94	701.48	775.00	73.52 90.5
230-490-6430	ELECTRICITY SERVICES	1,522.69	16,735.37	19,800.00	3,064.63 84.5
230-490-6435	INTERNET SERVICES	75.00	905.92	900.00 (5.92) 100.7
230-490-6440	TELEPHONE SERVICES	250.25	2,554.29	3,950.00	1,395.71 64.7
230-490-6445	REFUSE SERVICES	48.18	491.31	540.00	48.69 91.0
230-490-6710	GAS & OIL	.00	473.08	2,000.00	1,526.92 23.7
230-490-6712	OPERATIONS & SUPPLIES	(50.00)	3,605.00	1,500.00 (2,105.00) 240.3
230-490-6750	CHEMICALS & LAB SUPPLIES	2,192.83	13,939.70	18,000.00	4,060.30 77.4
230-490-6755	WATER/SEWER ANALYSIS	91.80	2,630.00	6,400.00	3,770.00 41.1
230-490-6758	WATER/SEWER CONNECTION EXPENDI	.00	.00	3,200.00	3,200.00 .0
230-490-6760	WATER/SEWER FRANCHISE FEES	2,546.12	15,098.60	18,235.00	3,136.40 82.8
	TOTAL MATERIALS & SERVICES	11,101.53	120,060.15	152,700.00	32,639.85 78.6
	TOTAL NON-DEPARTMENTAL	26,060.15	303,580.62	364,058.00	60,477.38 83.4
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
230-700-8540	WATER SYSTEMS IMPROVEMTS	.00	39,583.88	63,030.00	23,446.12 62.8
	TOTAL CAPITAL OUTLAY	.00	39,583.88	63,030.00	23,446.12 62.8
	TOTAL CAPITAL OUTLAY	.00	39,583.88	63,030.00	23,446.12 62.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
230-800-7122	.00	4,717.75	4,962.00	244.25	95.1
230-800-7124	.00	16,990.82	16,991.00	.18	100.0
230-800-7125	.00	7,612.70	7,651.00	38.30	99.5
230-800-7522	.00	2,704.76	2,705.00	.24	100.0
230-800-7524	.00	22,389.18	22,390.00	.82	100.0
230-800-7525	.00	3,923.87	3,915.00	(8.87)	100.2
TOTAL DEBT SERVICES	.00	58,339.08	58,614.00	274.92	99.5
TOTAL DEBT SERVICE	.00	58,339.08	58,614.00	274.92	99.5
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
230-900-9590	.00	.00	2.00	2.00	.0
230-900-9899	.00	.00	73,190.00	73,190.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	73,192.00	73,192.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	73,192.00	73,192.00	.0
TOTAL FUND EXPENDITURES	26,060.15	401,503.58	558,894.00	157,390.42	71.8
NET REVENUE OVER EXPENDITURES	5,509.46	53,309.92	(45,554.00)	(98,863.92)	117.0

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	89,532.30	
240-1115	CASH IN BANK - LGIP	87,992.09	
240-1510	ACCOUNTS RECEIVABLE	37,744.61	
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>2,139,575.05</u>

LIABILITIES AND EQUITY

LIABILITIES

240-2205	WAGES PAYABLE	3,460.49	
240-2210	PAYROLL TAXES PAYABLE	1,604.80	
240-2245	HEALTH INSURANCE PAYABLE	2,136.72	
240-2250	RETIREMENT PAYABLE	1,416.57	
240-2255	DEFERRED COMP PAYABLE	127.48	
240-2750	LONG TERM DEBT	547,119.72	
	TOTAL LIABILITIES		555,865.78

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>22,095.83</u>	
	BALANCE - CURRENT DATE	<u>22,095.83</u>	
	TOTAL FUND EQUITY		<u>1,583,709.27</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,139,575.05</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
240-315-4125 INTEREST EARNED	56.79	564.87	2,150.00	1,585.13	26.3
TOTAL INVESTMENT EARNINGS	56.79	564.87	2,150.00	1,585.13	26.3
<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	805.00	3,680.00	1,150.00	(2,530.00)	320.0
TOTAL LICENSES & PERMITS	805.00	3,680.00	1,150.00	(2,530.00)	320.0
<u>CHARGES FOR SERVICE</u>					
240-340-4425 WATER/SEWER SALES	33,793.73	401,760.79	406,700.00	4,939.21	98.8
240-340-4426 BULK GREY WATER DISPOSAL	.00	10,425.00	.00	(10,425.00)	.0
240-340-4450 WATER/SEWER PENALTIES	130.00	800.00	2,200.00	1,400.00	36.4
TOTAL CHARGES FOR SERVICE	33,923.73	412,985.79	408,900.00	(4,085.79)	101.0
<u>SDC REVENUE</u>					
240-345-4541 SEWER REIMBURSEMENT SDC	3,708.00	18,540.00	6,180.00	(12,360.00)	300.0
TOTAL SDC REVENUE	3,708.00	18,540.00	6,180.00	(12,360.00)	300.0
<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	38,493.52	435,770.66	438,880.00	3,109.34	99.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
240-490-5110 CITY ADMINISTRATOR	2,045.28	24,850.34	24,544.00	(306.34)	101.3
240-490-5114 CITY CLERK	1,521.98	20,369.76	23,310.00	2,940.24	87.4
240-490-5150 PUBLIC WORKS DIRECTOR	2,690.34	30,927.97	32,284.00	1,356.03	95.8
240-490-5152 UTILITY WORKER I	3,070.04	35,338.60	19,341.00	(15,997.60)	182.7
240-490-5154 UTILITY WORKER II	.00	.00	19,341.00	19,341.00	.0
240-490-5156 TEMPORARY/ SEASONAL	.00	512.82	606.00	93.18	84.6
240-490-5158 MAINTENANCE WORKER I	245.27	2,581.05	3,293.00	711.95	78.4
240-490-5220 OVERTIME	504.49	6,489.93	7,663.00	1,173.07	84.7
240-490-5315 SOCIAL SECURITY/MEDICARE	770.89	8,877.31	9,993.00	1,115.69	88.8
240-490-5320 WORKER'S COMP	3.74	1,804.70	5,716.00	3,911.30	31.6
240-490-5350 UNEMPLOYMENT	.00	.00	10,420.00	10,420.00	.0
240-490-5410 HEALTH INSURANCE	2,128.26	30,017.37	31,270.00	1,252.63	96.0
240-490-5450 PUBLIC EMPLOYEES RETIREMENT	1,978.22	21,476.94	25,639.00	4,162.06	83.8
TOTAL PERSONAL SERVICES	14,958.51	183,246.79	213,420.00	30,173.21	85.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
240-490-6110	.00	5,775.00	6,000.00	225.00	96.3
240-490-6112	.00	.00	500.00	500.00	.0
240-490-6114	351.75	4,130.00	5,000.00	870.00	82.6
240-490-6116	.00	4,076.50	2,500.00	(1,576.50)	163.1
240-490-6122	1,262.11	6,446.43	5,500.00	(946.43)	117.2
240-490-6128	383.37	4,558.55	8,600.00	4,041.45	53.0
240-490-6210	.00	8,307.21	9,000.00	692.79	92.3
240-490-6220	(50.00)	294.30	1,200.00	905.70	24.5
240-490-6226	203.52	1,249.09	1,100.00	(149.09)	113.6
240-490-6230	34.60	298.10	500.00	201.90	59.6
240-490-6234	13.98	2,008.03	2,500.00	491.97	80.3
240-490-6238	290.00	2,919.84	4,000.00	1,080.16	73.0
240-490-6240	144.00	1,711.62	1,500.00	(211.62)	114.1
240-490-6290	.00	49.99	500.00	450.01	10.0
240-490-6320	.00	4,301.08	3,000.00	(1,301.08)	143.4
240-490-6324	.00	20,016.48	5,000.00	(15,016.48)	400.3
240-490-6330	.00	1,463.49	15,000.00	13,536.51	9.8
240-490-6334	.00	1,809.98	7,500.00	5,690.02	24.1
240-490-6420	701.79	8,348.91	21,500.00	13,151.09	38.8
240-490-6425	575.46	6,319.70	6,200.00	(119.70)	101.9
240-490-6430	1,979.25	21,475.79	24,000.00	2,524.21	89.5
240-490-6435	.00	1,409.69	1,440.00	30.31	97.9
240-490-6440	240.23	2,608.77	2,200.00	(408.77)	118.6
240-490-6445	48.18	576.83	9,450.00	8,873.17	6.1
240-490-6520	100.00	3,579.00	3,000.00	(579.00)	119.3
240-490-6710	.00	412.03	1,450.00	1,037.97	28.4
240-490-6712	.00	1,170.16	1,500.00	329.84	78.0
240-490-6750	907.17	14,499.28	15,500.00	1,000.72	93.5
240-490-6755	1,033.20	10,976.60	11,250.00	273.40	97.6
240-490-6758	.00	.00	3,000.00	3,000.00	.0
240-490-6760	3,434.84	16,421.18	19,344.00	2,922.82	84.9
TOTAL MATERIALS & SERVICES	11,653.45	157,213.63	198,734.00	41,520.37	79.1
TOTAL NON-DEPARTMENTAL	26,611.96	340,460.42	412,154.00	71,693.58	82.6
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
240-700-8335	.00	.00	6,000.00	6,000.00	.0
240-700-8550	.00	23,377.31	.00	(23,377.31)	.0
TOTAL CAPITAL OUTLAY	.00	23,377.31	6,000.00	(17,377.31)	389.6
TOTAL CAPITAL OUTLAY	.00	23,377.31	6,000.00	(17,377.31)	389.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
240-800-7110	LOAN PRINCIPAL - G02002	.00	18,628.00	18,628.00	.00 100.0
240-800-7122	LOAN PRINCIPAL - J05001 SPWF	.00	4,717.74	4,962.00	244.26 95.1
240-800-7124	LOAN PRINCIPAL - RUS 92-05	.00	6,793.14	6,794.00	.86 100.0
240-800-7510	LOAN INTEREST - G02002	.00	8,042.61	8,043.00	.39 100.0
240-800-7522	LOAN INTEREST - J05001 SPWF	.00	2,704.75	2,705.00	.25 100.0
240-800-7524	LOAN INTEREST - RUS 92-05	.00	8,950.86	9,133.00	182.14 98.0
TOTAL DEBT SERVICES		.00	49,837.10	50,265.00	427.90 99.2
TOTAL DEBT SERVICE		.00	49,837.10	50,265.00	427.90 99.2
<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		26,611.96	413,674.83	653,729.00	240,054.17 63.3
NET REVENUE OVER EXPENDITURES		11,881.56	22,095.83	(214,849.00)	(236,944.83) 10.3

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	52,207.97	
312-1115	CASH IN BANK - LGIP	55,879.88	
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>1,318,132.69</u>

LIABILITIES AND EQUITY

LIABILITIES

312-2205	WAGES PAYABLE	371.41	
312-2210	PAYROLL TAXES PAYABLE	179.37	
312-2245	HEALTH INSURANCE PAYABLE	200.55	
312-2250	RETIREMENT PAYABLE	170.94	
312-2255	DEFERRED COMP PAYABLE	15.00	
312-2750	LONG TERM DEBT	83,091.72	
	TOTAL LIABILITIES		84,028.99

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>31,139.79</u>	
	BALANCE - CURRENT DATE	<u>31,139.79</u>	
	TOTAL FUND EQUITY		<u>1,234,103.70</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,318,132.69</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
312-315-4125 INTEREST EARNED	36.20	235.77	1,400.00	1,164.23	16.8
TOTAL INVESTMENT EARNINGS	36.20	235.77	1,400.00	1,164.23	16.8
<u>INTERGOVERNMENTAL</u>					
312-320-4142 STATE DISTRIBUTIONS	7,755.57	83,541.96	64,212.00	(19,329.96)	130.1
TOTAL INTERGOVERNMENTAL	7,755.57	83,541.96	64,212.00	(19,329.96)	130.1
<u>SDC REVENUE</u>					
312-345-4513 TRANSPORTATION REIMBURSEMENT S	624.00	3,120.00	1,560.00	(1,560.00)	200.0
TOTAL SDC REVENUE	624.00	3,120.00	1,560.00	(1,560.00)	200.0
<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	8,415.77	86,897.73	67,249.00	(19,648.73)	129.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110 CITY ADMINISTRATOR	371.88	4,257.13	4,463.00	205.87	95.4
312-490-5150 PUBLIC WORKS DIRECTOR	316.50	3,638.47	3,798.00	159.53	95.8
312-490-5152 UTILITY WORKER I	361.20	4,157.70	2,275.00	(1,882.70)	182.8
312-490-5154 UTILITY WORKER II	.00	.00	2,275.00	2,275.00	.0
312-490-5156 TEMPORARY/ SEASONAL	.00	1,025.62	1,210.00	184.38	84.8
312-490-5220 OVERTIME	55.48	730.01	861.00	130.99	84.8
312-490-5315 SOCIAL SECURITY/MEDICARE	84.49	1,013.99	1,140.00	126.01	89.0
312-490-5320 WORKER'S COMP	.35	131.68	1,350.00	1,218.32	9.8
312-490-5350 UNEMPLOYMENT	.00	.00	1,281.00	1,281.00	.0
312-490-5410 HEALTH INSURANCE	200.17	2,802.81	2,924.00	121.19	95.9
312-490-5450 PUBLIC EMPLOYEES RETIREMENT	216.88	2,513.03	2,929.00	415.97	85.8
TOTAL PERSONAL SERVICES	1,606.95	20,270.44	24,506.00	4,235.56	82.7
<u>MATERIALS & SERVICES</u>					
312-490-6110 AUDITING	.00	1,925.00	1,812.00	(113.00)	106.2
312-490-6114 FINANCIAL SERVICES	117.25	1,377.00	1,737.00	360.00	79.3
312-490-6116 ENGINEERING SERVICES	.00	162.50	2,500.00	2,337.50	6.5
312-490-6122 IT SERVICES	431.47	1,825.28	2,102.00	276.72	86.8
312-490-6128 OTHER CONTRACT SERVICES	.00	432.88	8,500.00	8,067.12	5.1
312-490-6210 INSURANCE & BONDS	.00	3,034.14	2,225.00	(809.14)	136.4
312-490-6230 OFFICE SUPPLIES/EQUIPMENT	13.31	71.03	.00	(71.03)	.0
312-490-6234 GENERAL SUPPLIES	.00	98.66	200.00	101.34	49.3
312-490-6238 BANK SERVICE CHARGES	.00	1.04	2.00	.96	52.0
312-490-6240 TRAVEL & TRAINING	.00	265.51	.00	(265.51)	.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	10,348.16	10,000.00	(348.16)	103.5
312-490-6334 NON-CAPITALIZED ASSETS	.00	.00	2,500.00	2,500.00	.0
312-490-6430 ELECTRICITY SERVICES	972.15	10,774.75	13,250.00	2,475.25	81.3
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	1,534.18	30,315.95	48,046.00	17,730.05	63.1
TOTAL NON-DEPARTMENTAL	3,141.13	50,586.39	72,552.00	21,965.61	69.7
<u>DEBT SERVICE</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICES</u>					
312-800-7125 LOAN PRINCIPAL - L21001	.00	3,412.58	3,429.00	16.42	99.5
312-800-7525 LOAN INTEREST - L21001	.00	1,758.97	1,746.00	(12.97)	100.7
TOTAL DEBT SERVICES	.00	5,171.55	5,175.00	3.45	99.9
TOTAL DEBT SERVICE	.00	5,171.55	5,175.00	3.45	99.9
 <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	3,141.13	55,757.94	130,960.00	75,202.06	42.6
NET REVENUE OVER EXPENDITURES	5,274.64	31,139.79	(63,711.00)	(94,850.79)	48.9

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

BLACKBERRY JAM FUND

ASSETS

314-1110	ALLOCATED CASH		12,878.39	
	TOTAL ASSETS			12,878.39

LIABILITIES AND EQUITY

FUND EQUITY

314-3100	BEGINNING FUND BALANCE		11,467.99	
	REVENUE OVER EXPENDITURES - YTD	1,410.40		
	BALANCE - CURRENT DATE		1,410.40	
	TOTAL FUND EQUITY			12,878.39
	TOTAL LIABILITIES AND EQUITY			12,878.39

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.22	2.66	.00	(2.66)	.0
TOTAL INVESTMENT EARNINGS	.22	2.66	.00	(2.66)	.0
<u>OTHER REVENUE</u>					
314-370-4824 BBJ DONATIONS	.00	25.00	.00	(25.00)	.0
TOTAL OTHER REVENUE	.00	25.00	.00	(25.00)	.0
<u>FUNDRAISING & EVENT REVENUE</u>					
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	245.00	305.00	.00	(305.00)	.0
314-380-4862 FOOD BOOTH SALES	200.00	200.00	.00	(200.00)	.0
314-380-4864 JAM SALES	.00	340.00	.00	(340.00)	.0
314-380-4866 QUILT RAFFLE SALES	.00	4,458.00	4,000.00	(458.00)	111.5
314-380-4870 SPONSORSHIP REVENUE	250.00	1,550.00	.00	(1,550.00)	.0
314-380-4889 BBJ FESTIVAL OTHER REVENUE	.00	85.06	.00	(85.06)	.0
TOTAL FUNDRAISING & EVENT REVENUE	695.00	6,938.06	4,000.00	(2,938.06)	173.5
TOTAL FUND REVENUE	695.22	6,965.72	4,000.00	(2,965.72)	174.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

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	377.14	500.00	122.86 75.4
314-490-6220	PUBLICATIONS, PRINTING & DUES	.00	50.45	.00 (50.45)	.0
314-490-6238	BANK SERVICE CHARGES	.68	18.58	.00 (18.58)	.0
314-490-6705	RENT	160.00	880.00	1,250.00	370.00 70.4
314-490-6814	JAM SALES EXP	378.00	378.00	.00 (378.00)	.0
314-490-6816	QUILT RAFFLE	.00	3,600.00	4,000.00	400.00 90.0
314-490-6852	CAR SHOW EXP	.00	251.15	1,000.00	748.85 25.1
	TOTAL MATERIALS & SERVICES	551.08	5,555.32	6,750.00	1,194.68 82.3
	TOTAL NON-DEPARTMENTAL	551.08	5,555.32	6,750.00	1,194.68 82.3
<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	551.08	5,555.32	14,545.00	8,989.68 38.2
	NET REVENUE OVER EXPENDITURES	144.14	1,410.40	(10,545.00)	(11,955.40) 13.4

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

PARKS SDC FUND

ASSETS

410-1110	ALLOCATED CASH	28,583.29	
410-1115	CASH IN BANK - LGIP	59,918.95	
	TOTAL ASSETS		88,502.24

LIABILITIES AND EQUITY

FUND EQUITY

410-3100	BEGINNING FUND BALANCE	58,681.83	
	REVENUE OVER EXPENDITURES - YTD	29,820.41	
	BALANCE - CURRENT DATE	29,820.41	
	TOTAL FUND EQUITY		88,502.24
	TOTAL LIABILITIES AND EQUITY		88,502.24

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2022

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
410-315-4125 INTEREST EARNED	38.35	270.41	200.00	(70.41)	135.2
TOTAL INVESTMENT EARNINGS	38.35	270.41	200.00	(70.41)	135.2
<u>SDC REVENUE</u>					
410-345-4510 PARK SDC FEES	5,910.00	29,550.00	14,775.00	(14,775.00)	200.0
TOTAL SDC REVENUE	5,910.00	29,550.00	14,775.00	(14,775.00)	200.0
TOTAL FUND REVENUE	5,948.35	29,820.41	14,975.00	(14,845.41)	199.1

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2022

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	5,948.35	29,820.41	(57,750.00)	(87,570.41)	51.6

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

STREETS SDC FUND

ASSETS

412-1110	ALLOCATED CASH	21,639.09	
412-1115	CASH IN BANK - LGIP	46,368.71	
	TOTAL ASSETS		68,007.80

LIABILITIES AND EQUITY

FUND EQUITY

412-3100	BEGINNING FUND BALANCE	50,028.24	
	REVENUE OVER EXPENDITURES - YTD	17,979.56	
	BALANCE - CURRENT DATE	17,979.56	
	TOTAL FUND EQUITY		68,007.80
	TOTAL LIABILITIES AND EQUITY		68,007.80

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
412-315-4125 INTEREST EARNED	29.68	219.56	200.00	(19.56)	109.8
TOTAL INVESTMENT EARNINGS	29.68	219.56	200.00	(19.56)	109.8
<u>SDC REVENUE</u>					
412-345-4512 TRANSPORTATION SDC	3,552.00	17,760.00	8,880.00	(8,880.00)	200.0
TOTAL SDC REVENUE	3,552.00	17,760.00	8,880.00	(8,880.00)	200.0
TOTAL FUND REVENUE	3,581.68	17,979.56	9,080.00	(8,899.56)	198.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

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	3,581.68	17,979.56	(49,630.00)	(67,609.56)	36.2

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

WATER SDC FUND

ASSETS

430-1110	ALLOCATED CASH	76,558.17	
430-1115	CASH IN BANK - LGIP	302,709.28	
	TOTAL ASSETS		<u>379,267.45</u>

LIABILITIES AND EQUITY

FUND EQUITY

430-3100	BEGINNING FUND BALANCE	329,227.75	
	REVENUE OVER EXPENDITURES - YTD	50,039.70	
	BALANCE - CURRENT DATE	50,039.70	
	TOTAL FUND EQUITY		<u>379,267.45</u>
	TOTAL LIABILITIES AND EQUITY		<u>379,267.45</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
430-315-4125 INTEREST EARNED	192.58	1,502.04	1,000.00	(502.04)	150.2
TOTAL INVESTMENT EARNINGS	192.58	1,502.04	1,000.00	(502.04)	150.2
<u>SDC REVENUE</u>					
430-345-4530 WATER SDC	22,980.00	114,900.00	57,450.00	(57,450.00)	200.0
TOTAL SDC REVENUE	22,980.00	114,900.00	57,450.00	(57,450.00)	200.0
TOTAL FUND REVENUE	23,172.58	116,402.04	58,450.00	(57,952.04)	199.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
430-490-6128 OTHER CONTRACT SERVICES	.00	66,362.34	102,446.00	36,083.66	64.8
TOTAL MATERIALS & SERVICES	.00	66,362.34	102,446.00	36,083.66	64.8
TOTAL NON-DEPARTMENTAL	.00	66,362.34	102,446.00	36,083.66	64.8
 <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	.00	66,362.34	386,952.00	320,589.66	17.2
NET REVENUE OVER EXPENDITURES	23,172.58	50,039.70	(328,502.00)	(378,541.70)	15.2

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

SEWER SDC FUND

ASSETS

440-1110	ALLOCATED CASH	63,016.22	
440-1115	CASH IN BANK - LGIP	68,098.00	
	TOTAL ASSETS		<u>131,114.22</u>

LIABILITIES AND EQUITY

FUND EQUITY

440-3100	BEGINNING FUND BALANCE	146,159.38	
	REVENUE OVER EXPENDITURES - YTD	(15,045.16)	
	BALANCE - CURRENT DATE	(15,045.16)	
	TOTAL FUND EQUITY		<u>131,114.22</u>
	TOTAL LIABILITIES AND EQUITY		<u>131,114.22</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
440-315-4125 INTEREST EARNED	44.11	498.12	1,000.00	501.88	49.8
TOTAL INVESTMENT EARNINGS	44.11	498.12	1,000.00	501.88	49.8
<u>SDC REVENUE</u>					
440-345-4540 SEWER SDC	6,426.00	32,130.00	16,065.00	(16,065.00)	200.0
TOTAL SDC REVENUE	6,426.00	32,130.00	16,065.00	(16,065.00)	200.0
TOTAL FUND REVENUE	6,470.11	32,628.12	17,065.00	(15,563.12)	191.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
440-490-6128 OTHER CONTRACT SERVICES	.00	47,673.28	53,616.00	5,942.72	88.9
TOTAL MATERIALS & SERVICES	.00	47,673.28	53,616.00	5,942.72	88.9
TOTAL NON-DEPARTMENTAL	.00	47,673.28	53,616.00	5,942.72	88.9
 <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	.00	47,673.28	162,810.00	115,136.72	29.3
NET REVENUE OVER EXPENDITURES	6,470.11	(15,045.16)	(145,745.00)	(130,699.84)	(10.3)

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

STORMWATER SDC FUND

ASSETS

445-1110	ALLOCATED CASH	20,307.02	
445-1115	CASH IN BANK - LGIP	48,336.24	
	TOTAL ASSETS		<u>68,643.26</u>

LIABILITIES AND EQUITY

FUND EQUITY

445-3100	BEGINNING FUND BALANCE	47,976.04	
	REVENUE OVER EXPENDITURES - YTD	20,667.22	
	BALANCE - CURRENT DATE	20,667.22	
	TOTAL FUND EQUITY		<u>68,643.26</u>
	TOTAL LIABILITIES AND EQUITY		<u>68,643.26</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

STORMWATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
445-315-4125	INTEREST EARNED	30.89	217.27	635.00	417.73	34.2
	TOTAL INVESTMENT EARNINGS	30.89	217.27	635.00	417.73	34.2
<u>SDC REVENUE</u>						
445-345-4545	STORM DRAINAGE SDC	4,038.00	20,449.95	10,095.00	(10,354.95)	202.6
	TOTAL SDC REVENUE	4,038.00	20,449.95	10,095.00	(10,354.95)	202.6
	TOTAL FUND REVENUE	4,068.89	20,667.22	10,730.00	(9,937.22)	192.6

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2022

STORMWATER SDC FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<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	4,068.89	20,667.22	(48,278.00)	(68,945.22)	42.8

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

WATER RESERVE FUND

ASSETS

520-1110	ALLOCATED CASH	9,400.15	
520-1115	CASH IN BANK - LGIP	30,034.53	
	TOTAL ASSETS		39,434.68

LIABILITIES AND EQUITY

FUND EQUITY

520-3100	BEGINNING FUND BALANCE	39,395.13	
	REVENUE OVER EXPENDITURES - YTD	39.55	
	BALANCE - CURRENT DATE	39.55	
	TOTAL FUND EQUITY		39,434.68
	TOTAL LIABILITIES AND EQUITY		39,434.68

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2022

WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
520-315-4125	INTEREST EARNED	19.16	39.55	4.00	(35.55)	988.8
	TOTAL INVESTMENT EARNINGS	19.16	39.55	4.00	(35.55)	988.8
	TOTAL FUND REVENUE	19.16	39.55	4.00	(35.55)	988.8

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2022

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	19.16	39.55	(39,398.00)	(39,437.55)	.1

CITY OF LOWELL
 BALANCE SHEET
 MAY 31, 2022

SEWER RESERVE FUND

ASSETS

521-1110	ALLOCATED CASH	5,753.07	
521-1115	CASH IN BANK - LGIP	10,011.51	
	TOTAL ASSETS		<u>15,764.58</u>

LIABILITIES AND EQUITY

FUND EQUITY

521-3100	BEGINNING FUND BALANCE	15,750.85	
	REVENUE OVER EXPENDITURES - YTD	13.73	
	BALANCE - CURRENT DATE	13.73	
	TOTAL FUND EQUITY		<u>15,764.58</u>
	TOTAL LIABILITIES AND EQUITY		<u>15,764.58</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2022

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
521-315-4125	INTEREST EARNED	6.43	13.73	2.00	(11.73)	686.5
	TOTAL INVESTMENT EARNINGS	6.43	13.73	2.00	(11.73)	686.5
	TOTAL FUND REVENUE	6.43	13.73	2.00	(11.73)	686.5

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2022

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	6.43	13.73	(15,754.00)	(15,767.73)	.1

City of Lowell, Oregon
Minutes of the City Council Regular Session
May 17, 2022

The Regular Session was called to order at 7:00 PM by Mayor Bennett.

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, Maureen Weathers, Jimmy Murray

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

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

Public Comments: Suzanne Kintzley 88 E 3rd St Lowell – re the sale of the property at 8 N Hyland.

Council Comments: None

City Administrator Report: CA Caudle presented report which included an update on the 22-23 Budget process and initial approval by the Budget committee May 4, 2022. Refining the budget numbers and a public hearing on June 21, 2022. This will include a budget transfer resolution for a supplemental budget before the end of the year to increase appropriations in the Water Fund. The Maggie Osgood Library project –had the first construction progress meeting and discussed possible solutions to maneuver the long lead times for the window and doors. Choosing the finishing colors, products will be next. The East Main Street property is waiting for the “no further action” determination from the DEQ. We still need to acquire the Lane County Right of Way. We received a \$20,000.00 Grant from the Roundhouse Foundation for the opening day collection for books at the library – this will buy about 1000 book. Along with the Library consultant I will be drafting a job description for the Librarian and to begin recruitment in June and to draft descriptions for the volunteers as well, as well as any other policies we should need. We will need a resolution re the sale of the 8 N Hyland property. Safe Routes to school project has started with Lane County. Our local government grant for Rolling Rock Park has been selected to go to the next level, which is a presentation in July. The Shade Tree Program will begin advertising to start the process of getting the trees into Paul Fisher Park.

Public Works Report: Public Works Director Max Baker presented his report on the TMDL – Total Maximum Daily Load Report, Monitored and regulated by DEQ. This is a five-year process; we are on year four. Max explained the tracking matrix regarding information the report gives and what it is tracking. The Green Waste facility at this time will not be reopened. Interpretive signs for the parks.

Police Report: April report provided in packet.

Old Business:

Public Hearing on the sale of 8 N Hyland to Gregory Hampton for \$60,00.00

Staff Report: Presented by City Administrator Jeremy Caudle: The City put the property up for sale on April 4, 2022. On April 28, 2022, the city received an offer from Gregory Hampton to buy 8 N. Hyland Lane “as-is” for \$60,000. At its May 4, 2022, special meeting, the City Council voted to propose selling the property to Gregory Hampton for the offered amount of \$60,000. Prior to completing the sale, a public hearing is required. A Special meeting will be scheduled

for Thursday May 19, 2022, at 6:00 pm via ZOOM to review for a resolution for the sale of this property.

Regular Session closed at 7:20 pm

Public Hearing opened at 7:20 Pm

Public comments in support of the sale: None

Public Comments in opposition to the sale: None

Public Hearing closed at 7:21pm

Regular Session reopened at 7:21 pm

New Business:

1. CA Caudle presented the results of the Law Enforcement Survey. Possibly holding a Town Hall Meeting to have the questions answered by the different agencies. Council decided to set this issue aside until after August.

2. Councilor Murray made a Motion to approve Resolution 781, “A resolution authorizing the transfer of appropriations within funds.”, this was seconded by Councilor Weathers. PASS 5:0

3. Councilor Stratis made Motion to approve an “Agreement for Improvements” with Jerry and Julie Valencia for Lake Town Subdivision, and to authorize the mayor to sign. Seconded by Councilor Murray. PASS 5:0

4. Councilor Stratis made a motion to approve tree planting by Graham Landscaping for the Paul Fisher Park shade trees project based on the per tree estimate to not exceed \$19,000.00. Seconded by Councilor Weathers. PASS 5:0

5. Councilor Harris made a Motion to approve an “Intergovernmental Agreement” with Lane Council of Governments for technology services, project management and deployment, and acquisition of information services hardware, and to authorize the City Administrator to sign, seconded by Councilor Murray. PASS 5:0

6. Councilor Stratis made a motion to approve Motion to approve an “Intergovernmental Agreement” with Lane County for striping services seconded by Councilor Harris. PASS 5:0

Other Business: None

Mayor Comments: none.

Community Comments – none.

Adjourn: 8:46 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jeremy Caudle, City Recorder

Date

City of Lowell, Oregon
Minutes of the City Council Special Meeting
May 19, 2022
Maggie Osgood Library

The Special Meeting was called to order at 6:02 PM by Mayor Bennett.

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

Absent: Jimmy Murray

Staff Present: CA Jeremy Caudle

New Business:

- Councilor Weathers made a motion approve “Resolution 782 a Resolution authorizing the sale 8 N. Hyland Lane and directing the City Administrator to execute all documentation necessary to complete the sale. This was seconded by Councilor Harris. PASS 4:0

Adjourn: 6:04 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
June 7, 2022, at 7:00 pm

The Regular Session was called to order at 7:00 PM by Councilor Harris.

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, Maureen Weathers, Jimmy Murray

Staff Present: CA Jeremy Caudle

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

Public Comments: None

Council Comments: Councilor Weathers called attention to Max’s work on the Shade Tree Program, getting the trees planted. She really appreciates all the work.

City Administrator Report: None

Public Works Report: None

Old Business: none

New Business:

- 1. Councilor Murray made a Motion to authorize the City Administrator to approve change orders associated with the Maggie Osgood Library/City Hall renovation project up to \$10,000 per change order and to give 24-hour notice to council. Seconded by Councilor Weathers. PASS 5:0**
- 2. Councilor Stratis made a Motion to approve an “Engineering scope of services – addendum #1” with Civil West Engineering for the wastewater facilities plan in the amount of \$97,791 and to authorize the City Administrator to sign. Seconded by Councilor Murray. PASS 5:0**
- 3. Councilor Murray made a Motion to approve a “Position description” for a Library Director and to authorize the City Administrator to start recruiting for the position. Second by Councilor Weathers. PASS 5:0**
- 4. Councilor Murray made a Motion to authorize the City Administrator to exercise the City’s option to purchase Lane County right-of-way for the purchase price of \$45,700. Second by Councilor Stratis. PASS 5:0**
- 5. Councilor Weathers made a Motion to approve a grant agreement with the Roundhouse Foundation in the amount of \$20,000 and to authorize the City Administrator to sign. Seconded by Councilor Stratis. PASS 5:0**
- 6. Councilor Stratis made a Motion to approve the purchase of 100 AMI flowQ 2250 from Correct Equipment in the amount not to exceed \$30,000 and to authorize the City Administrator to sign. Seconded by Councilor Murray. PASS 5:0**
- 7. City Administrator Caudle gave updates on current projects and future agenda items**

- a. **70 N. Pioneer St. property line adjustment, should have this completed by the next council meeting and to discuss the future of the parcel**
- b. **205/295 E. Main St. underground storage tank decommissioned report has been sent off to the DEQ for them to do a final inspection.**
- c. **CA had a discussion with Lane County economic development regarding the \$50,000.00 grant pledged for the multi-use conference room**
- d. **Final FY 21/22 supplemental budget/ Adoption of FY 22/23 budget and public hearing on the budget scheduled for June 21, 2022.**
- e. **Staff obtained a Well quote for Paul Fisher Park, \$20,000.00.**
- f. **Douglas Fast Net has offered to supply the city/library with internet for posting a plaque with their name on it**

Other Business: None
Mayor Comments: None
Councilor Comments: None

Community Comments: None
 Recess Regular Session: 7:34 PM

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, Maureen Weathers, Jimmy Murray
Staff Present: CA Jeremy Caudle

The **Executive Session** was called to order at 8:35 PM by Councilor Harris

- **To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing, pursuant to ORS 192.660(2)(i) – City Administrator performance evaluation.**

Adjourn the Executive Session: 8:12 PM
 Reconvene Regular Session: 8:12 PM

Adjourn: 8:12 PM

Approved: _____
 Don Bennett, Mayor

 Date

Attest: _____
 Jeremy Caudle, City Recorder

 Date



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

To: Mayor Bennett and City Council
From: Jeremy Caudle, City Administrator
Date: Friday, June 17, 2022
Re: Administrator's report for April

MEMO

This City Administrator's report covers activities since the May 17 regular meeting. A summary of major activities is as follows:

Library/city hall renovation project.

1. The most up-to-date construction progress meeting minutes are included after this report for your reference.
2. A revision log is included after this report for your reference. Included with the revision log is an updated set of construction drawings. The construction drawings have arrows that identify the areas noted on the revision log. A summary of what's on the revision log is as follows:
 - a. Rev 01. New door on western side of building in City Hall office. STATUS: change order approved.
 - b. Rev 02. Repair dry rot on northwestern side of building. STATUS: notice to proceed given to contract during site visit. Contractor is preparing bill for time and materials.
 - c. Rev 03. Delete door to service desk. STATUS: contractor is preparing credit.
 - d. Rev 04. Shift window overlooking library approximately 2 feet to north. This will enable staff to install a computer monitor bracket to the wall to facilitate entering transactions in the computer while helping customers. STATUS: proposal request submitted to contractor.
 - e. Rev 05. Relocation and addition of data ports/wireless access points. Addition of one electrical outlet near service counter. STATUS: proposal request submitted to contractor.
 - f. Rev 07. Repair damage to roof trusses when previous owner installed ductwork. STATUS: The architect is exploring options on how to address this.
 - g. Rev 08. This is associated with grounding the server rack in the storage room. Depending on what the contract quotes us, we may choose to go with them or a local electrician. STATUS: Proposal request submitted.

- h. Rev 09. Delete tubular skylights. STATUS: contractor is preparing their proposed credit.
 - i. Rev 10. Rearranging of cabinet work to accommodate 6-gallon water heater. Purchase of new 6-gallon water heater. STATUS: proposal submitted to contractor.
3. LCOG has started ordering our IT equipment, as specified in our IGA with them.
 4. LCOG staff are assisting with obtaining quotes from security companies for access control, intrusion detection, and security cameras. A fuller discussion of that is later in the agenda.
 5. We have received several applications for the Library Director position. I have interviews set for June 30. I have invited the library volunteers to participate. It would be great to have one or two city councilors participate in the interview.

E. Main Street Property.

1. The decommissioning report is completed, and the contractor has submitted it to DEQ. A DEQ inspector must review the report prior to deciding if further action is required.
2. Lane County is preparing the paperwork to sell us the right-of-way. We are aiming to complete this transaction prior to fiscal year-end.

Other items.

1. The next Code Committee meeting is scheduled for July 18 at 6:00 pm at the fire station.
2. I will be making a presentation on our Local Government Grant Program application for the Rolling Rock Park Phase 1 project in early July.
3. I will be out of town on vacation July 5 through July 7.



Maggie Osgood Library/Lowell City Hall

Meeting Minutes

OAC Meeting for Maggie Osgood Library/Lowell City Hall

-Location: Bridgeway Contracting Conference Room, 100 N Moss, Lowell, OR 97452

-Architect Project Number: 21031

-Contractor's Project Number: 22017

Attendees

Curt Wilson	Wilson Architecture
Jeremy Caudle	City of Lowell
Max	City of Lowell
Jerry Valencia	Bridgeway Contracting
Bob Buss	Bridgeway Contracting
Tony Darling	Bridgeway Contracting
Korissa Eldredge	Bridgeway Contracting
Trevor Stephens	Benton Electric
Matt Stephens	Benton Electric

Progress

1. Demo to start next week, week of 5/16.
2. Submittal process ongoing.
3. Jeremy brought permit and permit set drawings to meeting.

Schedule

1. Will be completed when windows and doors lead times figured out.

Current/Potential impacts

1. Talked about window lead times and alternatives. Current window substitutions request has been denied. Window substitutions will be considered and accepted if the substitutions fulfill the required characteristics outlined in specifications (quality, prefinished, etc.). Spoke about other options to come back and finish windows last if needed (don't cut sheathing on outside until later).
2. Door lead time also a concern. To speak with Mid Valley about alternate options. E&S next option.

RFI

1. N/A



Submittals

1. See attached log.
2. Send ceramic tile and other flooring in asap; to be sent over 5/17.
3. Looking to return HVAC and toilet partitions submittals on 5/13.
4. Waiting for electrical submittal review to be completed by engineer. Double check exit signs were included.
5. Mid Valley's Alarm Lock reviewed and approved. Need lead time/to order asap as it is used throughout (interior/exterior) and no real alternative.
6. Need paint submittal.
7. Need plumbing submittal.
8. Need signage and other toilet accessories submittals.

Safety/Security

1. City no longer will use parking lot.
2. Stuff in storage building no longer needs to be accessed by City.
3. Lock up gate throughout day not just at end of workday.
4. Asbestos evaluation was done, and none found.

Miscellaneous Items/New Action Items

1. Discussed skylights. Concluded need to do some investigation as drawings do not take into account ductwork. Need to cut skylight locations in existing ceiling to see where it hits mechanical access. Will change sizes depending on mechanical access.
2. Outside of contract, owner will confirm with structural engineer about trusses after existing ductwork has been removed.
3. A price request might be asked for cleaning up the columns out front.
4. Also outside of contract, owner will have more insulation blown into ceiling.
5. Talked about adding windows into the two work rooms on the west side.
6. City to take care of completion of security system and data.
7. Asked for electrical cabling to be between suspended ceiling and attic space, rather than just in attic space.
8. Discussed possibility of cultured stone (donated) out front, rather than new siding.

Next Meeting

TBD



Maggie Osgood Library/Lowell City Hall

Meeting Minutes

OAC Meeting Minute for Maggie Osgood Library/ Lowell City Hall: 05/26/2022 2:00pm

- Location: Project Site
- Architect Project Number: 21031
- Contractor's Project Number: 22017

Attendees:

1. Curt Wilson- Wilson Architecture
2. Jeremy Caudle- City of Lowell
3. Max- City of Lowell
4. Jerry Valencia- Bridgeway Contracting
5. Bob Buss- Bridgeway Contracting
6. Anthony Darling-Bridgeway Contracting
7. Melissa Olmsted- Bridgeway Contracting

Summary of previous Meeting Minutes

1. See meeting minutes dated 5/12/2022
 - a. Skylights- Cut skylight location in existing ceiling to evaluate if ductwork needs to be modified.
 - b. Owner to confirm with Structural Engineer regarding trusses and existing ductwork. - Not contract work.
 - c. Potential price request to be issued to clean existing columns.
 - d. Blown Insulation- Owner may add blown insulation into attic space. - Not contract work.
 - e. City to provide security system and data.
 - f. Request for electrical cabling to be installed between suspended ceiling and attic space in leu of installation in the attic space.
 - g. Review option of possible donated cultured stone in leu of siding.

Progress

1. Summary of progress reports from the field:
 - a. Demo 95% complete
 - b. Framing in progress



Schedule

1. Schedule dependent on door/frame lead time. Jerry to discuss options.

Current/Potential impacts

1. Windows: Melissa emailed Emerald Door to give estimated ship date
2. Doors, Frames & Hardware- Estimated 12 weeks after submittal review has been received.

RFI

1. See RFI Log
 - a. RFI 01- Electrical Conduit- Awaiting Response
 - b. RFI 02- South Wall Window/Door Opening Dimensions- Awaiting Response

Submittals

1. See Submittal Log
 - c. Bridgeway to provide plumbing submittal
 - d. Curt Wilson to provide electrical, door/frame and hardware submittals
 - e. Flooring and Tile submittals to be returned after receiving additional samples from a flooring rep.

CCD

1. CCD 01- Fully Executed- Add New Door Assembly in West Wall- CCD to not include labor for installation. Will send separate CR at a later date.
2. CCD 02- Fully Executed- Investigate/Repair moisture damage in Existing Exterior Wall.

Changes

1. CR 01- Deleted due to CCD 01

Safety/Security

1. Bridgeway to continue to lock gate when work crew is not present at the jobsite.
2. A Safety/OSHA binder will be provided on the jobsite.



Miscellaneous Items/ New Action Items

1. City has decided **NOT** to add additional windows to the project
2. CCD 01 to be material only. Will send separate CR for labor cost later. Jeremy to request an additional dollar amount from the City as to be able to approve changes to contract without having the City review first.
3. Existing Exit signs to remain. City will take responsibility for any additional if needed.
4. Out of Contract pavement repair and seal coating to possible take place mid-June. May wait for contracted stripping to be completed after possible asphalt work by City of Lowell.

- Meeting Agenda
- RFI Log
- Change Log
- 3-week schedule

Project Name - Maggle Osgood Library/Lowell City Hall

City of Lowell

Project #: 22017

Architect

Submittal Log

Section	Description	#	Product Data	Shop Drawings / Schedules	Samples	Installers Qualification	Expected date to Architect	Expected date Returned from Architect	Deferred Submittal	Closeout Submittal	Received from Subcontractor	Sent to Architect	Back from Architect	Sent to Subcontractor	Deferred Submittal	Notes:
DIVISION 06			X													
DIVISION 07																
072100	Thermal Insulation	6										5/9/22	5/18/22			
072500	Weather Barrier	10										5/9/22	5/18/22			
072500 2.2A	Flexible Flashing											5/20/22				
074646	Fiber cement Siding	5	X						X			5/5/22	5/18/22			
DIVISION 08																
080607	Hardware															
081100/081416	Doors & Frames											5/23/22				
083100	Access doors	9										5/23/22				
085413	Fiberglass Windows	3	X	X					X			5/9/22	5/18/22			Substitution Request denied
DIVISION 09																
092116	Gypsum Board Assemblies	11										4/27/22	5/5/22			
092216	Non Structural Metal Framing	8										5/9/22	5/18/22			
09 3000	Tiling											5/9/22	5/18/22			
095100	Acoustical Ceilings											5/17/22				
09 6500	Resilient Flooring	7	X						X			5/9/22	5/18/22			
09 6613	Tile Carpeting											5/17/22				
DIVISION 10																
102113	Toilet Partitions											5/17/22				
10 2800	Toilet Accessories		X						X			5/4/22	5/18/22			Color Selection 475 SEI Pearl
DIVISION 11												5/20/22				
Division 12			X	X					X							
DIVISION 21			X						X							
DIVISION 22			X						X							

Project Name - Maggie Osgood Library/Lowell City Hall

Owner - City of Lowell

Project #: 22017

Architect

Submission Log

Section	Description	#	Product Data	Shop Drawings / Schedules	Samples	Installers Qualification	Expected date to Architect	Expected date Returned from Architect	Deferred Submittal	Closeout Submittal	Received from Subcontractor	Sent to Architect	Back from Architect	Sent to Subcontractor	Deferred Submittal	Notes:
DIVISION 23			X													
230000	Heat Pump										5/18/22	5/18/22				
230000	HVAC	4							X		5/5/22	5/18/22	5/18/22	5/18/22		
230713	Duct Insulation										5/27/22	5/27/22				
DIVISION 26																
260519	Low Voltage Electrical Power Cables	1										4/27/22				
260526	Grounding & Bonding	1										4/27/22				
260533	Raceways & Boxes	1										4/27/22				
260923/265000	Lighting Control/fixture and lamp data	1										4/27/22				
262726	Wiring Devices	1									4/14/22	4/27/22				
DIVISION 27																
27 1000	Telephone Data Communication	2	X	X								4/27/22				
DIVISION 28																
DIVISION 31			X													
DIVISION 32																
DIVISION 33				X						X						
				X						X						



Maggie Osgood Library/Lowell City Hall

Meeting Minutes

OAC Meeting for Maggie Osgood Library/Lowell City Hall

-Location: Bridgeway Contracting Conference Room, 100 N Moss, Lowell, OR 97452

-Architect Project Number: 21031

-Contractor's Project Number: 22017

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2. Submittal process ongoing.
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1. Will be completed when windows and doors lead times figured out.

Current/Potential impacts

1. Talked about window lead times and alternatives. Current window substitutions request has been denied. Window substitutions will be considered and accepted if the substitutions fulfill the required characteristics outlined in specifications (quality, prefinished, etc.). Spoke about other options to come back and finish windows last if needed (don't cut sheathing on outside until later).
2. Door lead time also a concern. To speak with Mid Valley about alternate options. E&S next option.

RFI

1. N/A



Submittals

1. See attached log.
2. Send ceramic tile and other flooring in asap; to be sent over 5/17.
3. Looking to return HVAC and toilet partitions submittals on 5/13.
4. Waiting for electrical submittal review to be completed by engineer. Double check exit signs were included.
5. Mid Valley's Alarm Lock reviewed and approved. Need lead time/to order asap as it is used throughout (interior/exterior) and no real alternative.
6. Need paint submittal.
7. Need plumbing submittal.
8. Need signage and other toilet accessories submittals.

Safety/Security

1. City no longer will use parking lot.
2. Stuff in storage building no longer needs to be accessed by City.
3. Lock up gate throughout day not just at end of workday.
4. Asbestos evaluation was done, and none found.

Miscellaneous Items/New Action Items

1. Discussed skylights. Concluded need to do some investigation as drawings do not take into account ductwork. Need to cut skylight locations in existing ceiling to see where it hits mechanical access. Will change sizes depending on mechanical access.
2. Outside of contract, owner will confirm with structural engineer about trusses after existing ductwork has been removed.
3. A price request might be asked for cleaning up the columns out front.
4. Also outside of contract, owner will have more insulation blown into ceiling.
5. Talked about adding windows into the two work rooms on the west side.
6. City to take care of completion of security system and data.
7. Asked for electrical cabling to be between suspended ceiling and attic space, rather than just in attic space.
8. Discussed possibility of cultured stone (donated) out front, rather than new siding.

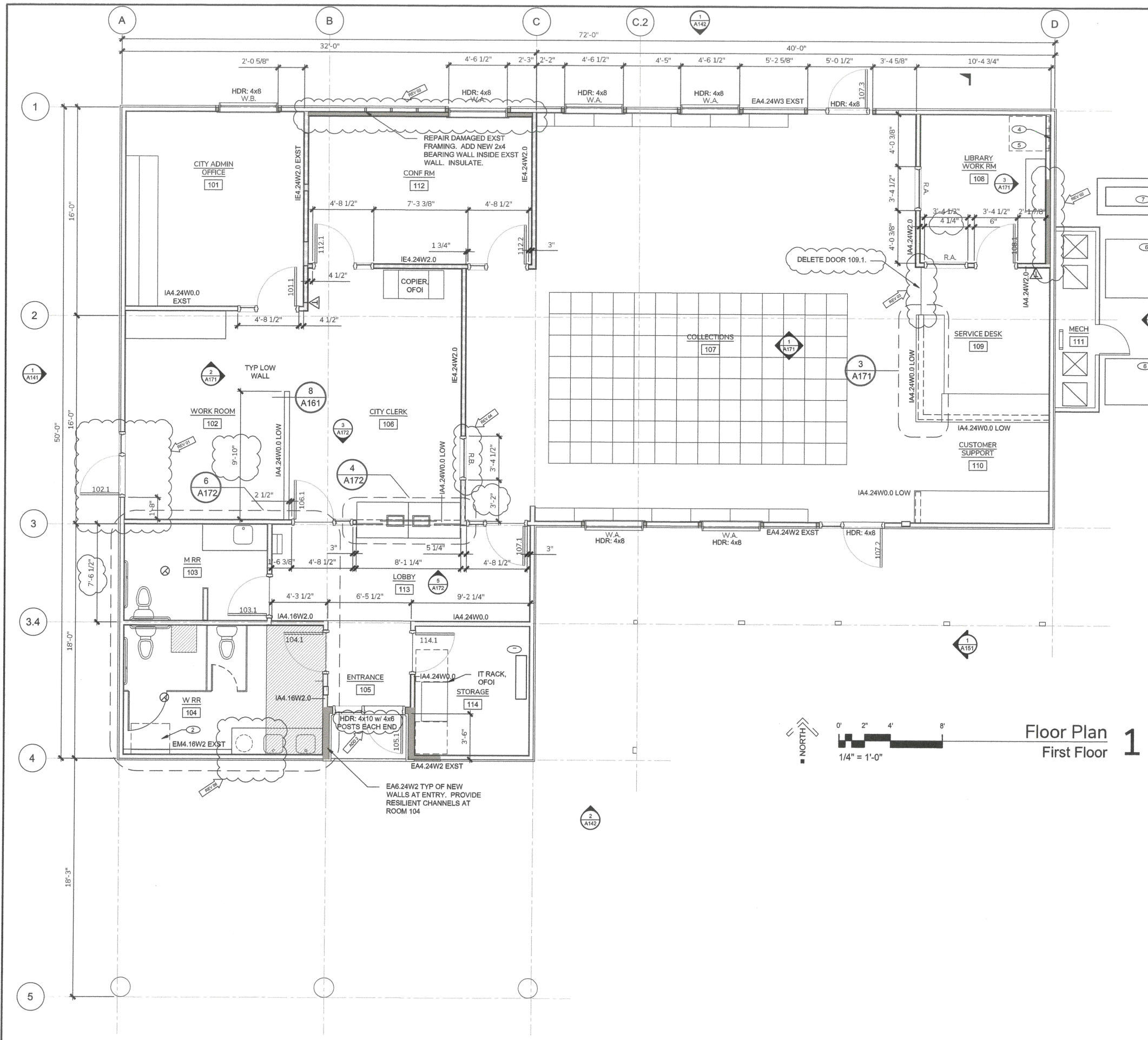
Next Meeting

TBD

Revision Log

Owner City of Lowell
 Project Maggie Osgood Library and City Hall Renovation
 Date Printed 6/16/2022

Revision #	Title	Status	Proposal Request		Change Request		Approved Amount	CCD		Change Order	Documents impacted
Rev 01	New Door 102.1 - Material	CCD processed	-	-	\$3,425.35	5/26/2022	\$3,425.35	01	5/26/2022		
	New Door 102.1 - Labor	CCD processed	-	-	\$3,829.00	6/9/2022	\$3,829.00	01A	6/14/2022		
Rev 02	Framing Repairs	CCD for T&M issued	-	-		5/26/2022		02	5/26/2022		
Rev 03	Delete Door 109.1	Proposal request submitted	Email	6/15/2022							
Rev 04	Reception Counter	Proposal request submitted	Email	6/15/2022							
Rev 05	Add Data Locations	Proposal request submitted	Email	6/15/2022							E101, E102
Rev 06	RR Casework	Proposal request submitted	Email	6/15/2022							
Rev 07	Existing Truss Repair	Exploring Options									
Rev 08	Rack Power Requirements	Proposal request submitted	Email	6/16/2022							
Rev 09	Tubular Skylights	Proposal request submitted	Email	6/8/2022							
Rev 10	WATER HTR										
Total							\$7,254.35				



Floor Plan 1
First Floor

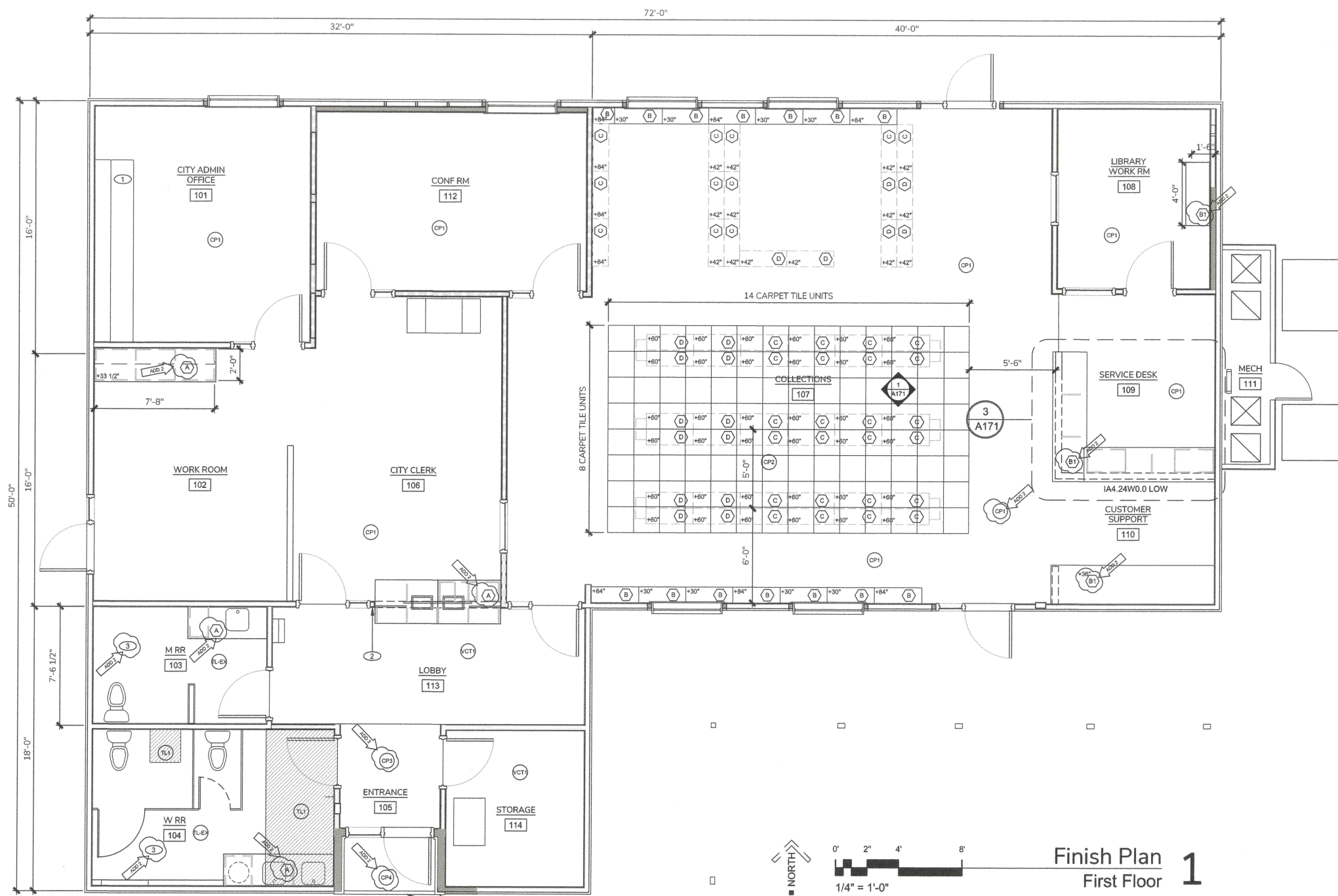
- ### GENERAL NOTES - FLOOR PLAN
- SEE SHEET A112 FOR INTERIOR FINISH INFORMATION AND ADDITIONAL CASEWORK NOT SHOWN HERE.
 - SEE SHEET A160 FOR WALL ASSEMBLIES.
 - ATTACHMENT OF GYP BOARD ON STUDS SPACING TO BE 6d (EQUIVALENT) @ 8" O.C. AT PANEL BOUNDARIES, AND 6d (EQUIVALENT) @ 12" O.C. AT INTERMEDIATE SUPPORTS.
 - SEE SHEET D111 FOR EXST GYP BOARD TO BE DEMO'ED. AT EXSTING WALL FRAMING WITH GYP BOARD TO BE REMOVED, PROVIDE NEW GYP BOARD.
 - PAINT ALL NEW AND EXST GYP BOARD IN ALL SPACES.
 - SEE DOOR SCHEDULE FOR DOOR INFORMATION NOT SHOWN HERE.
 - HEADERS AT INTERIOR DOORS AND RELITES TO 4x8 UNLESS NOTED OTHERWISE.

- ### WALL LEGEND - FLOOR PLAN
- NEW WALL - THERMAL INSULATION
 - NEW WALL - ACOUSTIC INSULATION
 - NEW WALL - NO INSULATION
 - EXST FRAMING, NEW FINISH
 - EXST WALL TO REMAIN

- ### KEYNOTES - FLOOR PLAN
- WHEN INTERIOR WALL FINISH ON NORTH AND SOUTH WALLS OF LIBRARY AREA ARE EXPOSED, CONFIRM STUD SIZE AND SPACING WITH ARCHITECT. STRUCTURAL DESIGN OF LATERAL SPACING IS BASED ON 2x4 STUDS @ 16" O.C.
 - RELOCATE DIAPER CHANGING STATION TO SOUTH WALL OF ROOM 104. VERIFY LOCATION WITH ARCHITECT. RESEARCH PRODUCT AND INSTALL PER MANUFACTURER'S INSTALLATION REQUIREMENTS.
 - PROVIDE 2x6 LOW WALL ALONG EXST WALL TO ROUTE PLUMBING FROM FROM WEST CORNER OF SOUTH WALL TO NEW CASEWORK. PROVIDE 8" DEEP WALL CAP OF SAME MATERIAL, COLOR, AND THICKNESS OF COUNTER IN ROOM.
 - ELECTRICAL PANELS. SEE ELECTRICAL.
 - CLEAR FLOOR SPACE AT ELECTRICAL PANELS. 3' x WIDTH OF PANELS. DO NOT INSTALL OBSTRUCTIONS IN CLEAR FLOOR SPACE.
 - EXST HVAC UNIT. PROTECT. SEE MECHANICAL.
 - NEW HVAC UNIT W/ CONC PAD. SEE MECHANICAL.

- ### SYMBOLS LEGEND
- ARCHITECTURAL
- IE4.24W2.0 WALL ASSEMBLY - SEE SHEET A160
 - 104.1 DOOR TYPE - SEE SHEET A180
 - W.A. WINDOW TYPE - SEE SHEET A180
 - (B) CASEWORK GROUPS
 - (CP2) FLOORING TYPES
 - (3 A171) DETAIL REFERENCE
 - (1 A171) INTERIOR ELEVATION REFERENCE
 - (1 A171) EXTERIOR ELEVATION REFERENCE
 - (1) KEYNOTE REFERENCE

Construction Set
(with Addenda Items)
City of Lowell
Maggie Osgood Library and
City Hall Renovation



- ### GENERAL NOTES - FLOOR PLAN
- A. INSTALL FLOORING BELOW FREE-STANDING CASEWORK (NOT ATTACHED TO A WALL).
 - B. CASEWORK GROUPS - BASE BID AND ALTERNATES:
 GROUP A - BASE BID
 GROUP B - ALTERNATE 4
 GROUP C - ALTERNATE 5
 GROUP D - ALTERNATE 6
 - C. SEE A171 FOR LIBRARY SHELVING INFORMATION.
 - D. PAINT ALL NEW AND EXISTING EXPOSED GYP BOARD.
 - E. PAINT ALL WALLS PAINT COLOR 1, EXCEPT AS NOTED BELOW.

- ### KEYNOTES - FLOOR PLAN
- 1. EXST CASEWORK TO REMAIN.
 - 2. PAINT COLOR 2 ON THIS WALL, FLOOR TO CEILING, CORNER TO CORNER.
 - 3. SEE ALTERNATES FOR CHANGES TO TILE IN RESTROOMS.

- ### CASEWORK TYPES
- TYPE A: P.LAM COUNTERTOP, P.LAM CABINET
 - TYPE B: WOOD VENEER CABINET AND SHELVES
 - TYPE B1: P.LAM COUNTERTOP, P.LAM CABINET
 - TYPE C: WOOD VENEER CABINET AND SHELVES
 - TYPE D: WOOD VENEER CABINET AND SHELVES

INCLUDED IN CONSTRUCTION CONTRACT.

NOT INCLUDED IN CONSTRUCTION CONTRACT. LIBRARY SHELVING IN THIS AREA MAYBE PROVIDED BY OWNER.

- ### SYMBOLS LEGEND
- ARCHITECTURAL
- IE4.24W2.0 WALL ASSEMBLY - SEE SHEET A160
 - 104.1 DOOR TYPE - SEE SHEET A180
 - W.A. WINDOW TYPE - SEE SHEET A180
 - B CASEWORK GROUPS
 - CP2 FLOORING TYPES
 - 3 A171 DETAIL REFERENCE
 - 1 A171 INTERIOR ELEVATION REFERENCE
 - 1 A171 EXTERIOR ELEVATION REFERENCE
 - 1 KEYNOTE REFERENCE

SET SOUTH EDGE OF FLOORING TRANSITION STRIP FLUSH WITH FACE OF SIDING TRIM AT BOTTOM OF WALL.

Finish Plan 1
First Floor

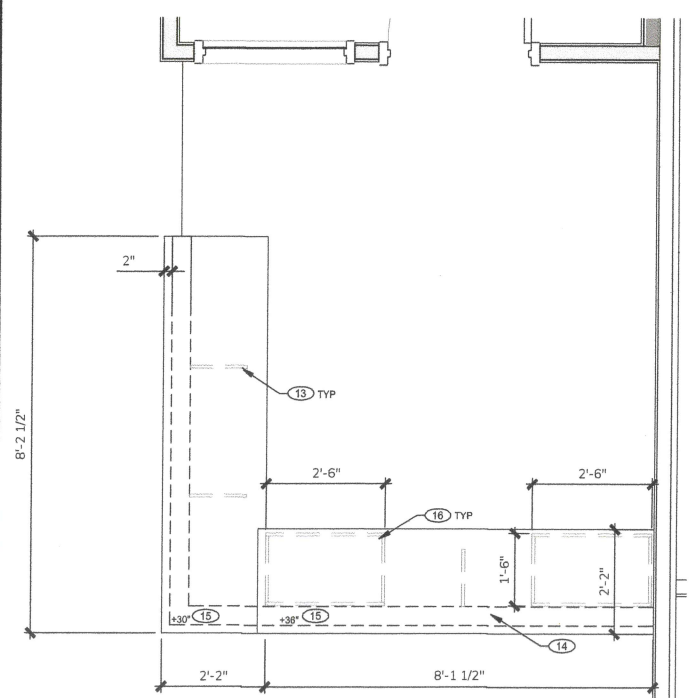
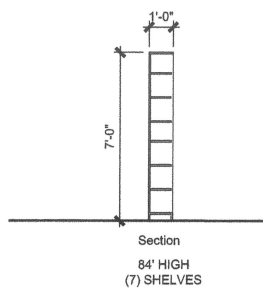
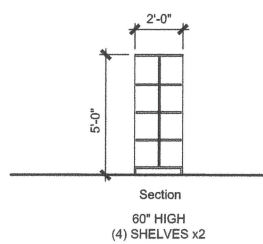
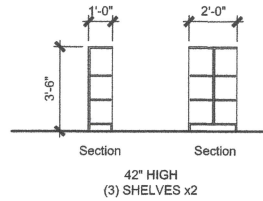
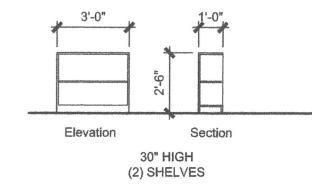
NOTE: THIS SHEET UPDATED ON 8/15/2022 TO GRAPHICALLY SHOW THE LIBRARY SHELVING IN THE CONSTRUCTION CONTRACT VS. OPOI SHELVING, AND OTHER RECENT PLAN BASE CHANGES.

Construction Set
(with Addenda Items)
City of Lowell
Maggie Osgood Library and
City Hall Renovation

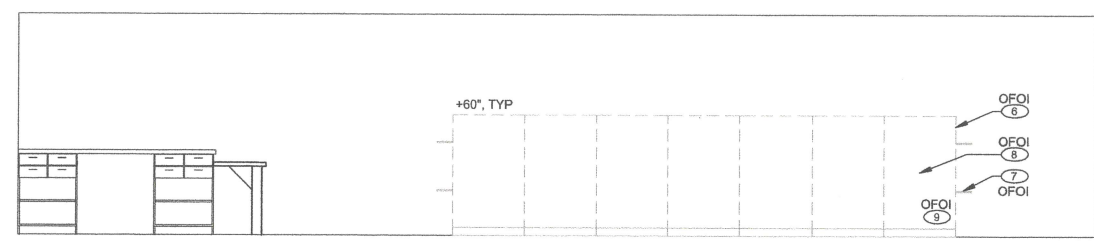
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CHECKED: CW
DATE: 2/28/2022

Finish Plan
ADD 2 - 3/25/2022
REVISIONS: Updated - 6/15/2022

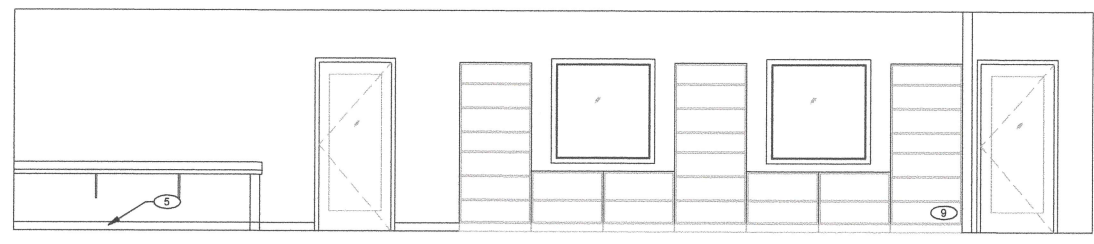
SHELVING TYPES - BY HEIGHT



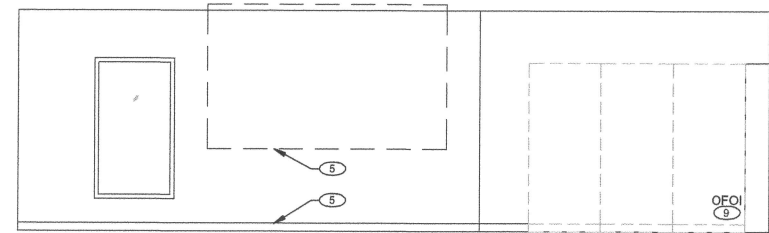
Enlarged Plan
Library Service Deck 4



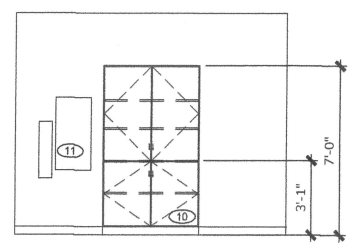
Looking South



South

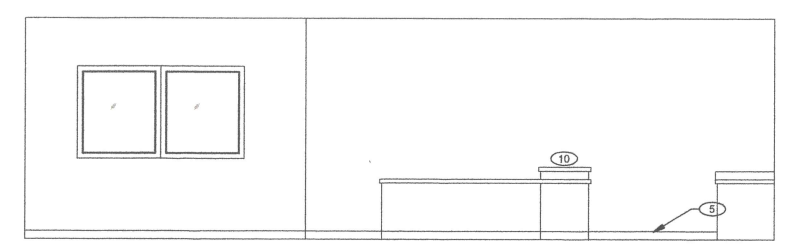


West

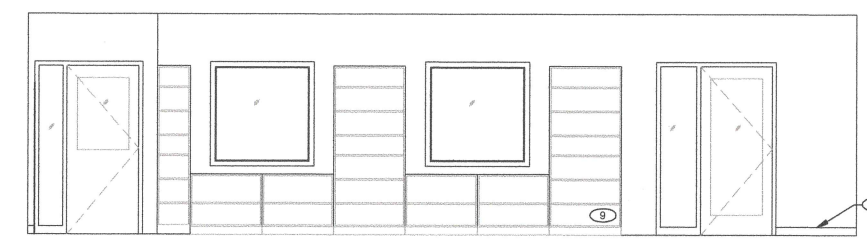


East

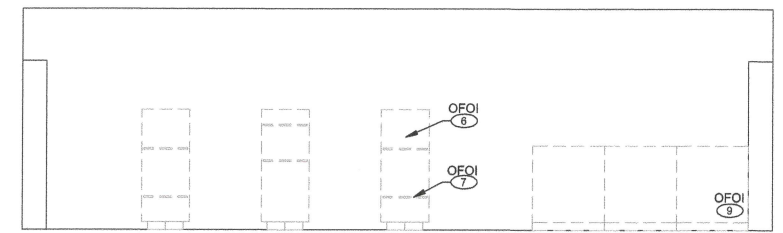
Interior Elevation
Rm 108 - Lib Wk Rm 3



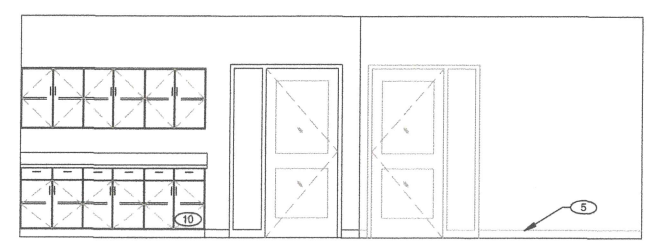
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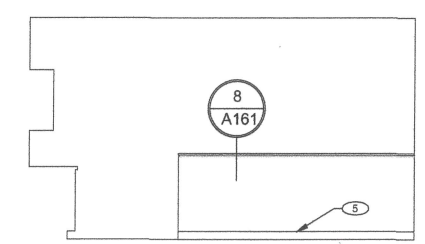
North



Looking West



North



East

Interior Elevation
Rm 102 - Work Room 2

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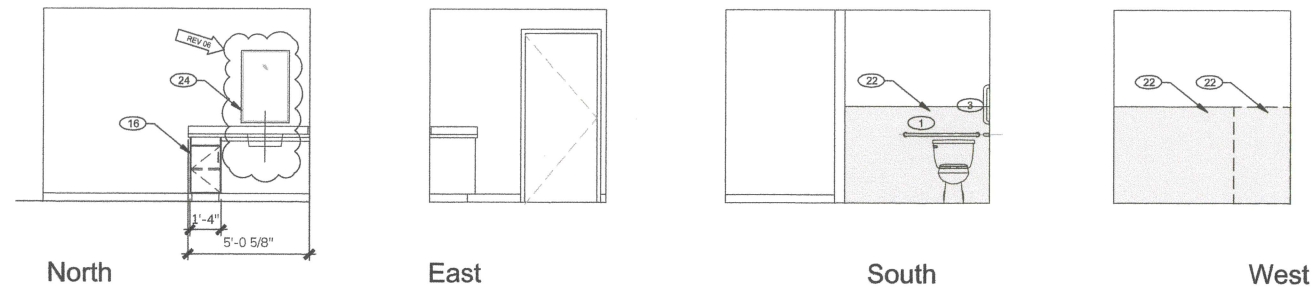
- GENERAL NOTES**
- A. PAINT ALL NEW AND EXISTING EXPOSED GYP BOARD.
 - B. PAINT ALL WALLS PAINT COLOR 1, EXCEPT AS NOTED BELOW.
 - C. COORDINATE TOILET ACCESSORY MOUNTING HEIGHTS WITH ARCHITECT PRIOR TO INSTALLATION OF GYP BOARD.
 - D. PROVIDE NEW LAVS AND FAUCET IN RESTROOMS. EXTEND DRAIN AND WATER CONNECTIONS IN FURRED WALL TO NEW LOCATION. FAUCET TO BE BATTERY-OPERATED SENSOR TYPE, SIMILAR TO "EUROSMART COSMOPOLITAN E, MODEL #36329000" BY GROHE. LAV TO BE DROP-IN TYPE, SIMILAR TO "PENNINGTON, K-2196-1" BY KOHLER. CONTRACTOR TO SIZE REPAIRS.

- KEYNOTES - INTERIOR ELEVATIONS**
1. GB1. RE-INSTALL AS SHOWN.
 2. GB 2. RE-INSTALL AS SHOWN.
 3. GB3. NEW. INSTALL AS SHOWN.
 4. PAINT COLOR 2 ON THIS WALL, FLOOR TO CEILING, CORNER TO CORNER.
 5. FLOOR BASE. SEE SCHEDULE. CONTINUE BASE SCHEDULED FOR THAT ROOM AROUND CASEWORK BASE UNLESS NOTED OTHERWISE.
 6. PROVIDE FINISHED END PANEL WITH SHELF BRACKET HOLES AT 6" O.C. VERTICALLY, STARTING 20" ABOVE FLOOR, (2) COLUMNS PER 12" SIDES. AT DOUBLE UNIT, PROVIDE (1) 24" WIDE FINISHED END PANEL, WITH (3) COLUMNS OF HOLES.
 7. 12" DEEP x 22" WIDE SHELF. PROVIDE (2) PER UNIT WHERE SHOWN IN PLAN.
 8. 1" THICK SHELF, TYP.
 9. LIBRARY SHELF UNITS. SEE SHEET A112 AND A180.
 10. CASEWORK. SEE SHEETS A112, A171, AND A172.
 11. SEE ELECTRICAL FOR ELECTRICAL PANELS.
 12. RELOCATE RECESSED PROJECTION SCREEN. COORDINATE POWER REQUIREMENTS WITH ELECTRICAL.
 13. COUNTER BRACKET.
 14. STUD WALL BELOW COUNTER.
 15. COUNTER TOP.
 16. CABINET UNIT WITH DRAWERS, DOORS, AND/OR SHELVES BELOW COUNTER.
 17. 1" SECURITY GLASS WITH 1" EXTRUDED ALUMINUM FRAME.
 18. COUNTER-RECESSED TRANSACTION TRAY.
 19. PARTIAL HEIGHT WALL FOR ROUTING OF PLUMBING. PROVIDE PLAM CAP TO MATCH COUNTER.
 20. DIAPER CHANGING STATION. RELOCATE. VERIFY LOCATION WITH ARCHITECT.
 21. TOILET PARTITION.
 22. APPROXIMATE LOCATION OF WALL TILE. FIELD VERIFY LOCATION, SIZE, LAYOUT, AND COLOR. MATCH TILE AT REPAIRS. UNDER ALTERNATE, REMOVE AND REPLACE.
 23. ADDITIONAL TILE AREA UNDER ALTERNATE.
 24. MIRROR. CENTER ON LAV.

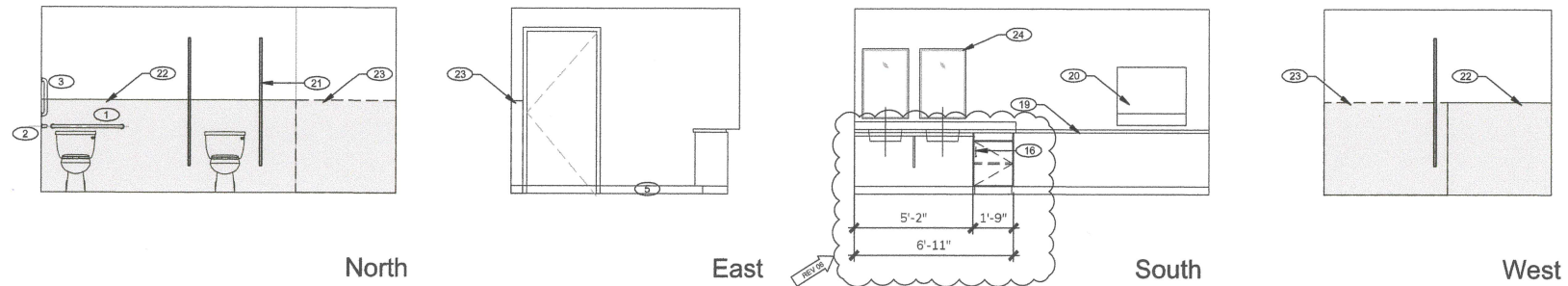
Construction Set
(with Addenda Items)
City of Lowell
Maggie Osgood Library and
City Hall Renovation

PROJECT: 21031
CHECKED: CW
DATE: 2/28/2022
REVISIONS: REV 04 - 6/15/2022

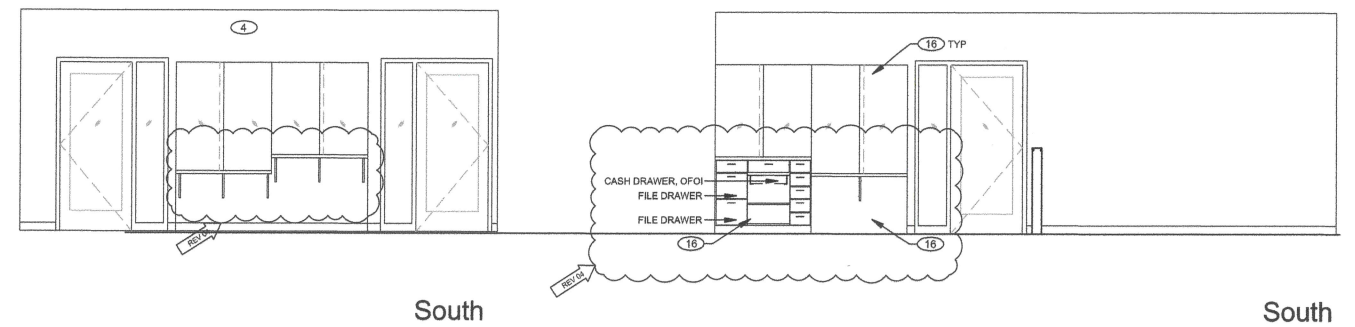
Interior Elevations
A171



Interior Elevation 1
Rm 103 - Men's RR
1/4" = 1'-0"

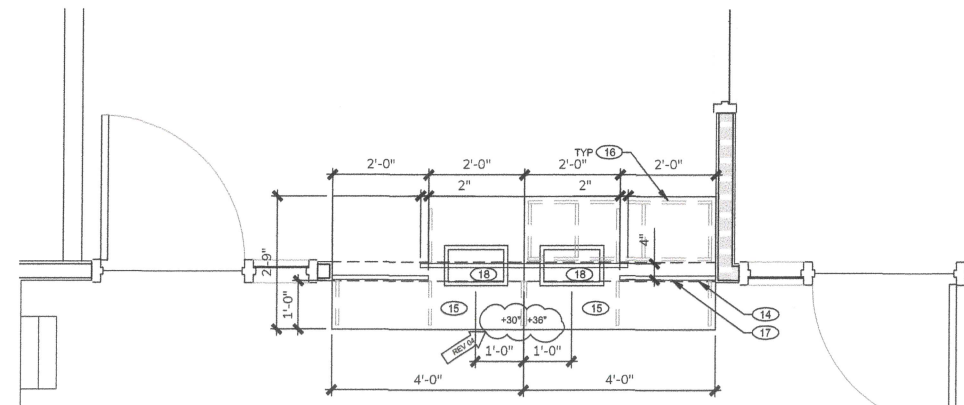


Interior Elevation 2
Rm 104 - Women's RR
1/4" = 1'-0"

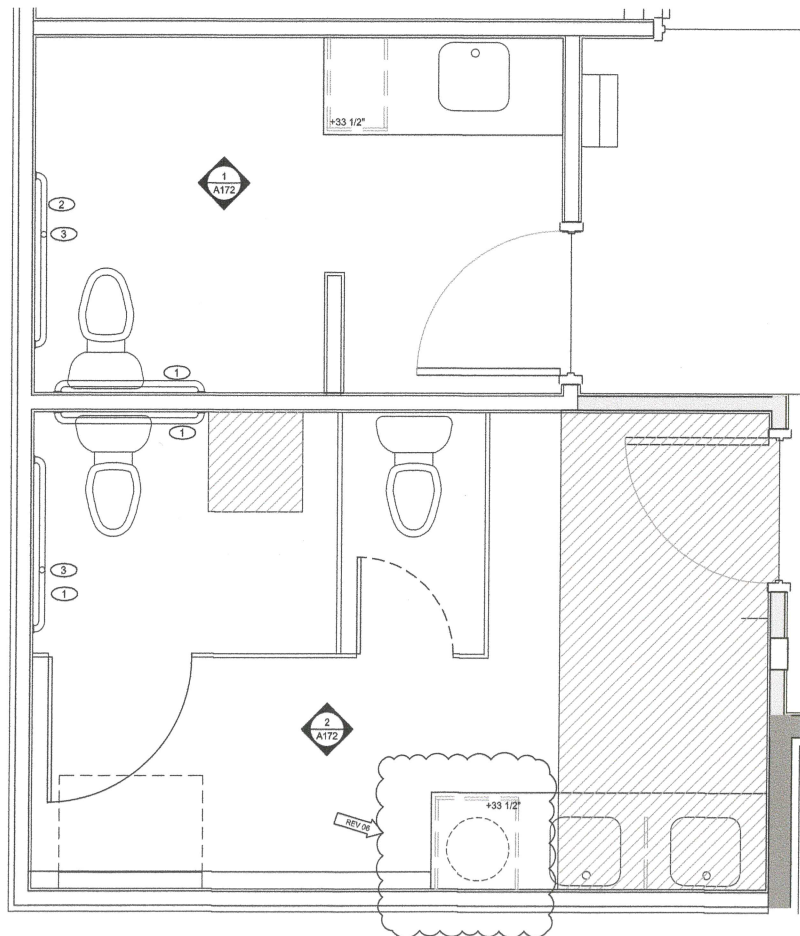


Interior Elevation 5
Rm 107 - Collections
1/4" = 1'-0"

Interior Elevation 3
Rm 107 - Collections
1/4" = 1'-0"



Interior Elevation 4
Rm 102 - Work Room
1/4" = 1'-0"



Interior Elevation 6
Rm 107 - Collections
1/4" = 1'-0"

- GENERAL NOTES**
- PAINT ALL NEW AND EXISTING EXPOSED GYP BOARD.
 - PAINT ALL WALLS PAINT COLOR 1, EXCEPT AS NOTED BELOW.
 - COORDINATE TOILET ACCESSORY MOUNTING HEIGHTS WITH ARCHITECT PRIOR TO INSTALLATION OF GYP BOARD.
 - PROVIDE NEW LAVS AND FAUCET IN RESTROOMS. EXTEND DRAIN AND WATER CONNECTIONS IN FURRED WALL TO NEW LOCATION. FAUCET TO BE BATTERY-OPERATED SENSOR TYPE SIMILAR TO "EUROSMART COSMOPOLITAN E, MODEL #36329000" BY GROHE. LAV TO BE DROP-IN TYPE, SIMILAR TO "PENNINGTON, K-2196-1" BY KOHLER. CONTRACTOR TO SIZE PIPING.

- KEYNOTES - INTERIOR ELEVATIONS**
- GB1. RE-INSTALL AS SHOWN.
 - GB 2. RE-INSTALL AS SHOWN.
 - GB3. NEW. INSTALL AS SHOWN.
 - PAINT COLOR 2 ON THIS WALL, FLOOR TO CEILING. CORNER TO CORNER.
 - FLOOR BASE. SEE SCHEDULE. CONTINUE BASE SCHEDULED FOR THAT ROOM AROUND CASEWORK BASE UNLESS NOTED OTHERWISE.
 - PROVIDE FINISHED END PANEL WITH SHELF BRACKET HOLES AT 6" O.C. VERTICALLY, STARTING 20" ABOVE FLOOR, (2) COLUMNS PER 12" SIDES. AT DOUBLE UNIT, PROVIDE (1) 24" WIDE FINISHED END PANEL, WITH (3) COLUMNS OF HOLES.
 - 12" DEEP x 22" WIDE SHELF. PROVIDE (2) PER UNIT WHERE SHOWN IN PLAN.
 - 1" THICK SHELF, TYP.
 - LIBRARY SHELF UNITS. SEE SHEET A112 AND A180.
 - CASEWORK, SEE SHEETS A112, A171, AND A172.
 - SEE ELECTRICAL FOR ELECTRICAL PANELS.
 - RELOCATE RECESSED PROJECTION SCREEN. COORDINATE POWER REQUIREMENTS WITH ELECTRICAL.
 - COUNTER BRACKET.
 - STUD WALL BELOW COUNTER.
 - COUNTER TOP.
 - CABINET UNIT WITH DRAWERS, DOORS, AND/OR SHELVES BELOW COUNTER.
 - 1" SECURITY GLASS WITH 1" EXTRUDED ALUMINUM FRAME.
 - COUNTER-RECESSED TRANSACTION TRAY.
 - PARTIAL HEIGHT WALL FOR ROUTING OF PLUMBING. PROVIDE PLAM CAP TO MATCH COUNTER.
 - DIAPER CHANGING STATION. RELOCATE. VERIFY LOCATION WITH ARCHITECT.
 - TOILET PARTITION.
 - APPROXIMATE LOCATION OF WALL TILE. FIELD VERIFY LOCATION, SIZE, LAYOUT, AND COLOR. MATCH TILE AT REPAIRS. UNDER ALTERNATE, REMOVE AND REPLACE.
 - ADDITIONAL TILE AREA UNDER ALTERNATE.
 - MIRROR, CENTER ON LAV.

Construction Set
(with Addenda Items)

City of Lowell
Maggie Osgood Library and
City Hall Renovation

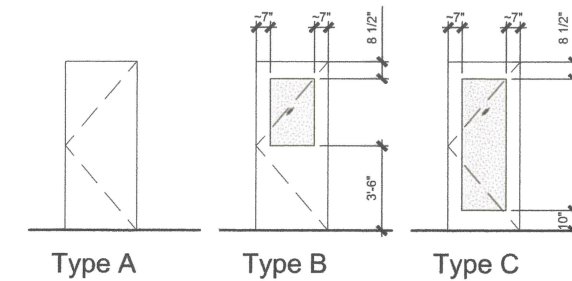
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CHECKED: CW
DATE: 2/28/2022

Interior Elevations
ADD 2 - 3/25/2022
REV 04 - 6/15/2022
REVISIONS: REV 06 - 6/15/2022

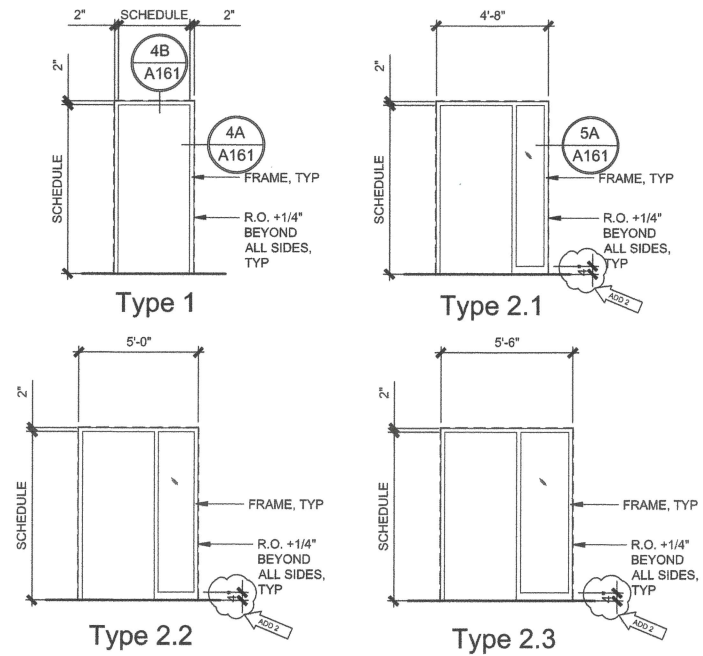
A172

FINISH SCHEDULE

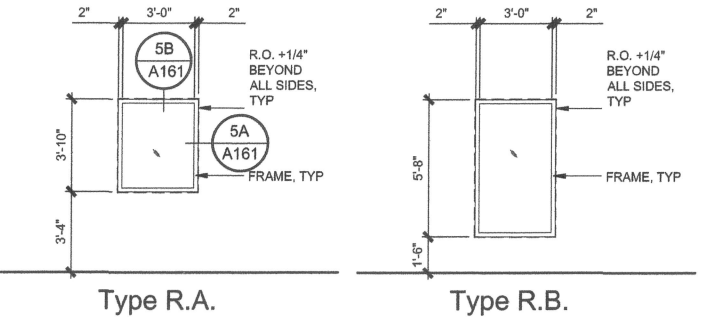
IDENTIFICATION	FLOOR	BASE		WALL				CEILING		CASEWK	NOTES	RM #						
		MAT	FIN	NORTH	EAST	SOUTH	WEST	MAT	FIN				TYPE					
RM #	LOCATION	MAT	FIN	MAT	FIN	MAT	FIN	MAT	FIN	MAT	FIN	MAT	FIN	TYPE				
101	CITY ADMIN OFFICE	CP1	FAC	RB	FAC	GB	PAINT	GB	PAINT	GB / EXST GB	PAINT	EXST GB	PAINT	ACT	FAC	EXST		101
102	WORK ROOM	CP1	FAC	RB	FAC	GB / EXST GB	PAINT	GB	PAINT	EXST GB	PAINT	EXST GB	PAINT	ACT	FAC	A		102
103	MEN'S RR	TL-EX, PATCH	FAC	EXST		GB	PAINT	GB	PAINT	EXST TL / GB	- / PAINT	EXST TL / GB	- / PAINT	EXST GB	PAINT	A	SEE ALTERNATES	103
104	WOMEN'S RR	TL-EX, PATCH	FAC	EXST		EXST TL / EXST GB	- / PAINT	EXST TL / EXST GB	- / PAINT	EXST GB	PAINT	EXST TL / EXST GB	- / PAINT	GB / EXST GB	PAINT	A	SEE ALTERNATES	104
105	ENTRANCE	CP3	FAC	RB	FAC	SEE ROOM 113		GB	PAINT	GB	PAINT	GB	PAINT	ACT	FAC			105
106	CITY CLERK	CP1	FAC	RB	FAC	GB	PAINT	GB	PAINT	GB	PAINT	GB	PAINT	ACT	FAC	A		106
107	COLLECTIONS	CP1, CP2	FAC	RB	FAC	GB	PAINT	GB	PAINT	GB	PAINT	GB	PAINT	ACT	FAC	B	SEE ALTERNATES	107
108	LIBRARY WORK ROOM	CP1	FAC	RB	FAC	GB	PAINT	GB	PAINT	GB	PAINT	GB	PAINT	ACT	FAC	A	SEE ALTERNATES	108
109	SERVICE DESK	CP1	FAC	RB	FAC	GB	PAINT	GB	PAINT	SEE ROOM 110		SEE ROOM 107		ACT	FAC	A	SEE ALTERNATES	109
110	CUSTOMER SERVICE	CP1	FAC	RB	FAC	SEE ROOM 109						SEE ROOM 107		ACT	FAC		SEE ALTERNATES	110
111	MECH AREA	EXST				EXST		EXST		EXST		EXST		EXST				111
112	CONFERENCE ROOM	CP1	FAC	RB	FAC	GB	PAINT	GB	PAINT	GB	PAINT	GB	PAINT	ACT	FAC			112
113	LOBBY	VCT1	FAC	RB	FAC	GB	PAINT	GB	PAINT	GB	PAINT	GB	PAINT	ACT	FAC			113
114	STORAGE	VCT1	FAC	RB	FAC	GB	PAINT	GB	PAINT	GB	PAINT	GB	PAINT	ACT	FAC			114



Type A Type B Type C
Door Types 1



Type 1 Type 2.1 Type 2.2 Type 2.3
Door Frame Types 2



Type R.A. Type R.B.
Relite Frame Types 3



CASEWORK TYPES
TYPE A: P.LAM COUNTER, P.LAM BASE
TYPE B: ALL WOOD

HARDWARE GROUPS
SEE SPEC SECTION 08 0607 - DOOR HARDWARE SCHEDULE.

DOOR SCHEDULE

IDENTIFICATION	STATUS	PERFORMANCE			CHARACTERISTICS						HARDWARE GROUP	NOTES	MARK				
		FIRE RATING (minute)	SMOKE	SOUND	THERMAL	NOM. DIMENSIONS		DOOR		FRAME							
						WIDTH	HEIGHT	TYPE	MATER.	FIN.				TYPE	MATER.	FIN.	
MARK	LOCATION	DOOR	FRAME														
101.E	101	CITY ADMIN OFFICE	DEMO														
101.1	101	CITY ADMIN OFFICE	NEW	NA	NA	NA	NA	3'-0"	7'-0"	B	WOOD	FAC	2.1	HM	PAINT	E	101.1
102.E	102	WORK ROOM	DEMO														
102.1	102	WORK ROOM	NEW	NA	NA	NA	YES	3'-0"	7'-0"	C	HM	PAINT	2.2	HM	PAINT	C	102.1
103.E	103	MEN'S RR	DEMO														
103.1	103	MEN'S RR	NEW	NA	NA	NA	NA	3'-0"	7'-0"	A	WOOD	FAC	1	HM	PAINT	K	103.1
104.E	104	WOMEN'S RR	DEMO														
104.1	104	WOMEN'S RR	NEW	NA	NA	NA	NA	3'-0"	7'-0"	A	WOOD	FAC	1	HM	PAINT	J	104.1
105.E	105	ENTRANCE	DEMO														
105.1	105	ENTRANCE	NEW	NA	NA	NA	YES	3'-0"	7'-0"	C	HM	PAINT	2.3	HM	PAINT	A	105.1
106.1	106	CITY CLERK	NEW	NA	NA	NA	NA	3'-0"	7'-0"	C	WOOD	FAC	2.1	HM	PAINT	D	106.1
107.E	107	BIG ROOM EAST	DEMO														
107.1	107	COLLECTIONS	NEW	NA	NA	NA	NA	3'-0"	7'-0"	C	WOOD	FAC	2.1	HM	PAINT	D	107.1
107.2	107	COLLECTIONS	NEW	NA	NA	NA	YES	3'-0"	7'-0"	C	HM	PAINT	2.2	HM	PAINT	B	107.2
107.3	107	COLLECTIONS	NEW	NA	NA	NA	YES	3'-0"	7'-0"	C	HM	PAINT	2.2	HM	PAINT	C	107.3
108.E	108	STORAGE	DEMO														
108.1	108	LIBRARY WORK ROOM	NEW	NA	NA	NA	NA	3'-0"	7'-0"	B	WOOD	FAC	1	HM	PAINT	E.1	108.1
109.1	109	SERVICE DESK	NEW	NA	NA	NA	NA	3'-0"	3'-0"	A	WOOD	FAC	3	HM	PAINT	I	109.1
110.E	110	STORAGE	DEMO														
112.1	112	CONFERENCE ROOM	NEW	NA	NA	NA	NA	3'-0"	7'-0"	B	WOOD	FAC	2.1	HM	PAINT	H	112.1
112.2	112	CONFERENCE ROOM	NEW	NA	NA	NA	NA	3'-0"	7'-0"	B	WOOD	FAC	2.1	HM	PAINT	G	112.2
114.4	114	STORAGE	NEW	NA	NA	NA	NA	3'-0"	7'-0"	A	WOOD	FAC	1	HM	PAINT	E.2	114.4

Construction Set
(with Addenda Items)
City of Lowell
Maggie Osgood Library and
City Hall Renovation



GENERAL NOTES - ELEC PLAN

- A. SEE SHEET D111 AND D121 FOR DEMOLITION RELATED WORK AND INFORMATION.
- B. SEE SHEET A121 FOR LIGHT FIXTURE LAYOUT AND RELATED INFORMATION.

KEYNOTES - ELECTRICAL PLAN

- 1. EXISTING ELECTRICAL PANEL TO REMAIN. ADD CIRCUIT BREAKERS AS NOTED IN PANEL SCHEDULE.
- 2. NEW FLUSH MOUNTED, 4 CIRCUIT RELAY PANEL. SEE RELAY PANEL SCHEDULE.
- 3. RUN 1/2" NETWORK FACEPLATE CONDUIT AND ELECTRICAL BRANCH CIRCUIT MC CABLE CONCEALED IN EXTERIOR WALL AND TRANSITION TO FREESTANDING WORK STATION TO FEED OUTLETS MOUNTED IN WORK STATION FURNITURE.
- 4. NUMBER AT RECEPTACLES DESIGNATES CIRCUIT NUMBER ON EXISTING BRANCH CIRCUIT PANELBOARD.
- 5. MOUNT DUPLEX OUTLETS AT +36" AND +72" AT NETWORK EQUIPMENT RACK LOCATION.
- 6. PROVIDE FOUR SQUARE BOX AT DOOR OPERATOR PUSHPAD LOCATION RUN 3/4" CONDUIT FROM THIS BOX TO JUNCTION BOX ABOVE STORAGE ROOM CEILING.
- 7. PROVIDE 120 VOLT CONNECTION TO DOOR OPERATOR. RUN 1/2" CONTROL CONDUIT TO JUNCTION BOX REFERENCED IN NOTE 6.
- 8. PROVIDE FOUR SQUARE BOX AT KEYPAD LOCATION RUN 3/4" CONDUIT FROM THIS BOX TO STORAGE ROOM SECURITY PANEL LOCATION.
- 9. PROVIDE 120 VOLT CONNECTION TO SECURITY SYSTEM PANEL. VERIFY EXISTING SERVICE CONFIGURATION.
- 10. CONNECT EXHAUST FAN TO SWITCHED LIGHTING CIRCUIT.
- 11. RUN 2 #12 CONDUCTOR, #12 GROUND IN 1/2" CONDUIT BETWEEN FAN COIL UNIT AND OUTDOOR HEAT PUMP.
- 12. CONNECT NEW HEAT PUMP TO NEW BREAKER IN PANEL A, CIRCUIT 35.37.

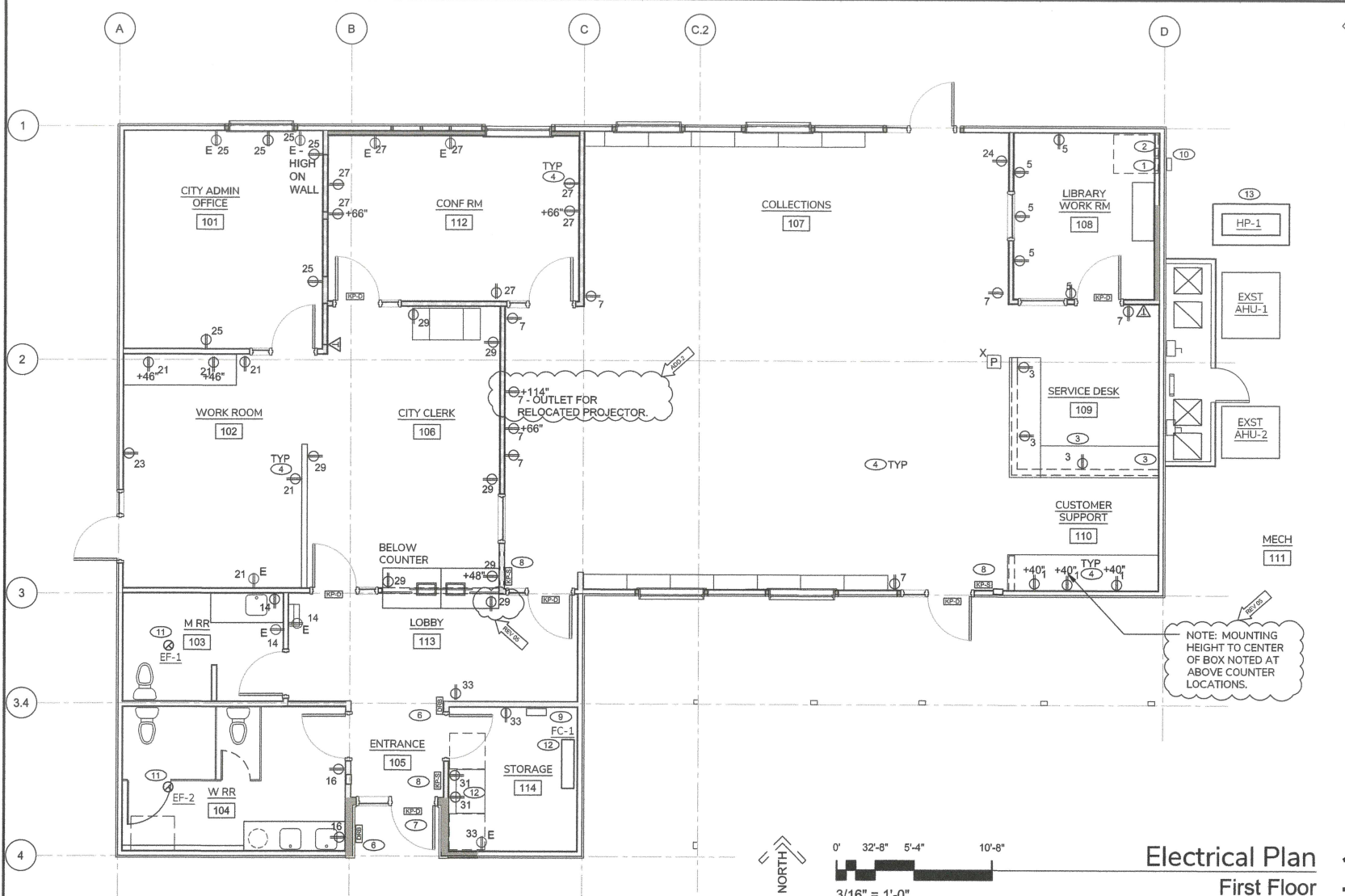
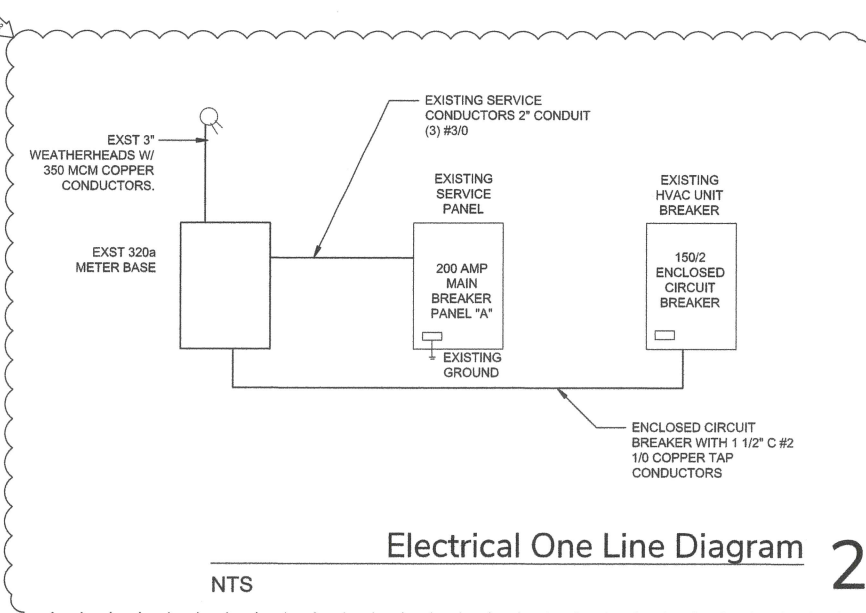
SCOPE OF WORK - ELEC DISTRIBUTION SYSTEM

Existing Condition
A 320 amp overhead service provides power to the building from a pole mounted transformer at the northeast corner of the building. Service voltage is 120/240 volt. Serving utility is Lane Electric Cooperative. The building is served by a 200 amp main breaker, 42 circuit panelboard. The panel is manufactured by Square D with 18 spaces available for future breakers. A 150 amp breaker, serving one of the outdoor air conditioners is located adjacent to the service panel and is tapped from the service panel bus.

Scope of Work
The existing service panel will remain. Existing HVAC equipment and associated electrical branch circuits will be reused. Existing lighting circuits will be rerouted to new light fixture locations. Similarly, existing receptacle branch circuits will be rerouted to new receptacle locations. Provide new branch circuits as noted on panel schedule and Architectural electrical floor plan.

Additional Requirement

- 1. The electrical one line diagram and Panel schedule, Drawing E101, summarizes branch circuit requirements and provides electrical load information.
- 2. Drawing E101 shows electrical panelboard and device locations and identifies electrical branch circuit information.
- 3. Architectural reflected ceiling plan A121 shows light fixture and lighting control device locations.
- 4. Specification section 26 0526 describes grounding system requirements.
- 5. Specification section 26 2726 describes requirements at new and existing electrical receptacles, and switches.
- 6. Specification section 26 0553 describes electrical system identification requirements.
- 7. Specification section 26 0533 describes electrical raceway and junction box requirements.
- 8. Specification section 26 0544 describes fire-rated sleeves and sealing requirements.
- 9. Specification section 26 0519 describes electrical conductor requirements.
- 10. Lighting control matrix, Drawing E101, indicates lighting control devices to be provided in each building area.
- 11. The light fixture schedule and relay panel schedule on E100 describe light fixture revisions.
- 12. Demolition plan D111 shows walls that will be removed and remain in place and describes the electrical demolition work.
- 13. Demolition plan D121 show ceilings, speakers and light fixtures that will be removed and remain in place.



Electrical Plan
First Floor

Electrical One Line Diagram

LOWELL LIBRARY RELAY PANEL Flush Mounted in Existing Wall

Relay #	Zone Description	Circuit	Control Description	Notes
1	Library Area Lighting	A-11	Sweep off with signal from security panel	30 amp, 120 volt Relays
2	Entry Lobby Lighting	A-13	Sweep off with signal from security panel	30 amp, 120 volt Relays
3	Parking Lot Lighting	A-2		30 amp, 120 volt Relays
4	Parking Lot Lighting	A-4		30 amp, 120 volt Relays

Relay Panel Schedule

EXISTING PANEL A

NOTE	CIRCUIT DESCRIPTION	CONN LOAD (VA)	LOAD TYPE	CIRCUIT BREAKER	PH.	CT.	LOAD TYPE	LOAD (VA)	CIRCUIT DESCRIPTION	NOTE
2	Customer Support Receptacles	540	R	20/1	1	A	2	30/2	L	800 Existing Parking Lot Lighting
2	Service Desk Receptacles	720	R	20/1	3	B	4	60/2	L	800
2	Work Room Receptacles	1,080	R	20/1	5	A	6	60/2		Spare
2	Library Area Receptacles	720	R	20/1	7	B	8			Spare
1	Existing Water Heater	1,000	WH	20/1	9	A	10	60/2		Spare
4	Lighting Circuit Library	740	L	20/1	11	B	12			
4	Lighting Circuit Entry	740	L	20/1	13	A	14	20/1	R	360 Existing Rest Room outlets
3	Lighting Circuit City Hall	740	L	20/1	15	B	16	20/1	R	360 Existing Rest Room outlets
3	Lighting Circuit City Hall	740	L	20/1	17	A	18	20/1	R	Spare
2	Relay Panel Control	180	G	15/1	19	B	20	125/2	H	9,000 Existing HVAC Unit
5	Copy Machine Receptacles	180	R	(N) 20/1	21	A	22		H	9,000
5	Work Room Receptacles	1,080	R	(N) 20/1	23	B	24	20/1	R	180 Was Projector Now Copy Machine
5	Admin Office Receptacles	900	R	(N) 20/1	25	A	26			SPACE
5	Conference Room Recept.	1,260	R	(N) 20/1	27	B	28			SPACE
5	City Clerk Receptacles	1,080	R	(N) 20/1	29	A	30			SPACE
5	IT Rack	360	R	(N) 20/1	31	B	32			SPACE
5	Entry / Storage Receptacles	720	R	(N) 20/1	33	A	34			SPACE
5	Split System AC Unit	1,320	LM	(N) 20/2	35	B	36			SPACE
5	SPACE	1,320	LM		37	A	38			SPACE
	SPACE				39	B	40			SPACE
	SPACE				41	A	42			SPACE
TOTAL CONNECTED LOAD:		Ph. A		18,460 VA				154 AMPS		PANEL CONNECTED LOAD: 36.0 KVA 149.9 Amps
										150/2 SUBFED HVAC HEAT 18.6 KVA 77.5 Amps
TOTAL CONNECTED LOAD:		Ph. C		17,460 VA				146 AMPS		TOTAL SERVICE LOAD: 54.6 KVA 227.4 Amps

Panel A

LUMINAIRE SCHEDULE

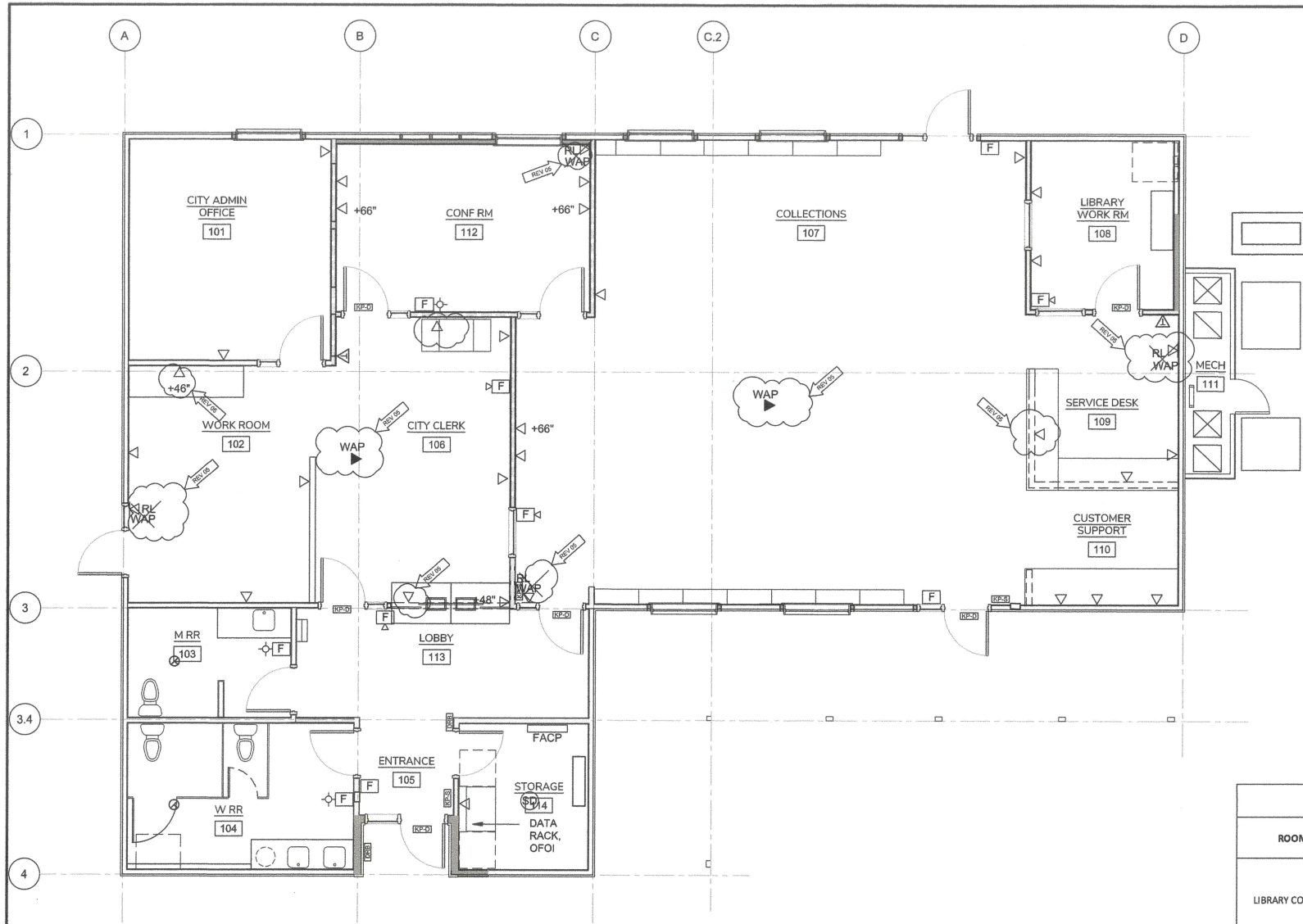
FIXTURE DESIGNATION	DESCRIPTION	NUMBER OF	LAMP WATTA	LUMINAIRE WATTS	CCT	LUMEN OUTPUT	LAMP SOURCE	LAMP TYPE	DRIVER	VOL TS	MOUNTING	MANUFACTURER	CATALOG NUMBER	COMMENTS
A	EXISTING 4 LAMP 2 x 4 FLUORESCENT TRIGGER WITH 18 LAMPS AND ELECTRONIC BALLAST AND 4 CIRCUIT LENS	4	32	124	3500K	2850	TYPICAL LED LAMPS	9-10VDC DIMMABLE	INTTEGRAL DRIVER	120	RECESSED	EXISTING		CLEAN AND RETROFIT EXISTING FIXTURE WITH TYPICAL LED LAMPS AND DRIVER
A2	EXISTING 4 LAMP 2 x 4 FLUORESCENT TRIGGER WITH 18 LAMPS AND ELECTRONIC BALLAST AND 4 CIRCUIT LENS	4	32	124	3500K	2850	TYPICAL LED LAMPS	9-10VDC DIMMABLE	INTTEGRAL DRIVER	120	RECESSED	EXISTING		CLEAN AND RETROFIT EXISTING FIXTURE WITH TYPICAL LED LAMPS AND DRIVER
B	2 x 4 LED TRIGGER, 1800 LUMENS	-	-	32	3500K	3900	LED	LED	INTTEGRAL DRIVER	120	RECESSED	LITHONIA DALI2 4LEZ1 LP935		CONTROL WITH COMPATIBLE DIMMER
C	2 x 4 LED TRIGGER, 2800 LUMENS	-	-	32	3500K	2200	LED	LED	INTTEGRAL DRIVER	120	RECESSED	LITHONIA DALI2 4LEZ1 LP935		CONTROL WITH COMPATIBLE DIMMER
E	EXISTING LED EXIT SIGN WITH BATTERY BACKUP AND TURN HEAD EMERGENCY LAMPS	-	-	5	-	-	LED	LED	INTTEGRAL DRIVER	120	SURFACE	EXISTING		RELOCATE EXISTING TO LOCATION SHOWN
D	LED DOWNLIGHT	-	-	18	3500K	2800	LED	LED	INTTEGRAL DRIVER	120	RECESSED	LITHONIA 4EM WLED 28K PRO CRIME		CONTROL WITH COMPATIBLE DIMMER
F	EXISTING 4 LAMP 2 x 4 FLUORESCENT TRIGGER WITH 18 LAMPS AND ELECTRONIC BALLAST	4	32	124	3500K	2850	FLUORESCENT TR		ELECTRONIC	120	RECESSED	EXISTING		CLEAN AND RELAMP EXISTING FIXTURE

Luminaire Schedule

MISC ELECTRICAL SYMBOLS

- LIGHTING CONTROL
- WALL-MOUNTED DIMMER SWITCH
- EXISTING SWITCH
- DEMO SWITCH
- LOW VOLTAGE SWITCH STATION
- SINGLE ZONE DAYLIGHT SWITCH
- WALL-MOUNTED OCCUPANCY SENSOR
- WALL-MOUNTED OCCUPANCY SENSOR WITH DIMMER SWITCH
- CEILING-MOUNTED OCCUPANCY SENSOR
- POWER
- NEW POWER RECEPTACLE
- EXST POWER RECEPTACLE
- DEMO POWER RECEPTACLE

Construction Set
(with Addenda Items)
City of Lowell
Maggie Osgood Library and
City Hall Renovation



3/16" = 1'-0"

Data and Fire Alarm Pln 1
 First Floor

SCOPE OF WORK - LOW VOLTAGE SYSTEMS

Existing Condition
 A public address system consisting of ceiling speakers and hearing assist stations are located throughout the building. Microphone input jacks are located at various locations around the building.

Network presence is minimal in the building with two wireless access point providing network access. A Spectrum internet service is installed to the building from the service pole at the northeast corner of the building. Telephone service also enters the building at this location. A limited amount of network equipment is located in the northeast storage room above the electrical panel and A/C circuit breaker.

Scope of Work
 Installation of fire alarm equipment and a structured wiring system is included as a bid alternate. Provide rough in for security keypad system, and security video system to be provided under a separate contract. Under the base bid of the current project provide power at the network equipment rack location, a communication system ground bus as well as pathways for low voltage system wiring.

- Additional Requirement**
1. Drawings E101 and E102 shows low voltage device locations.
 2. Architectural reflected ceiling plan A121 shows ceiling mounted device locations.
 3. Specification section 26 0526 describes grounding system requirements.
 4. Specification section 27 1000 describes rough in and raceway requirements for low voltage systems. Network equipment rack requirements are also described in this section.
 5. Specification section 26 0553 describes electrical system identification requirements.
 6. Specification section 26 0533 describes electrical raceway and junction box requirements.
 7. Specification section 26 0544 describes fire-rated sleeves and sealing requirements.
 8. Demolition plan D111 shows walls that will be removed and remain in place.



GENERAL NOTES - DATA, FIRE ALARM

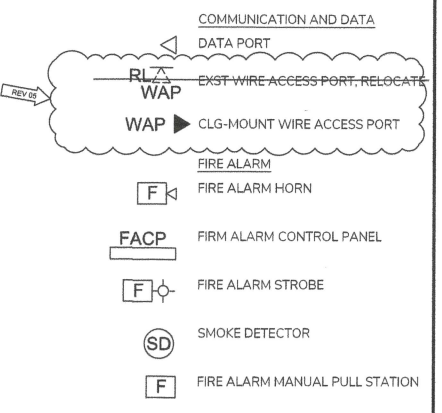
- A. SEE ALTERNATES FOR DATA. UNDER BASE BID PROVIDE ROUGH IN FOR DATA DEVICES. UNDER ALTERNATE BIDS PROVIDE COMPLETE STRUCTURED WIRING SYSTEM PER DRAWINGS AND SPECIFICATIONS.
- B. SEE ALTERNATES FOR FIRE ALARM. UNDER BASE BID PROVIDE NO PROVISIONS FOR FIRE ALARM SYSTEM. UNDER ALTERNATE BIDS PROVIDE COMPLETE FIRE ALARM SYSTEM PER DRAWINGS AND SPECIFICATIONS.
- C. SEE SHEET D111 FOR ADDITIONAL INFORMATION RELATED TO THE EXISTING DATA AND COMMUNICATION SYSTEM AND COMPONENTS.
- D. EACH DATA PORT LOCATION PER THIS DRAWING TO ACCOMMODATE TWO LINES (ALSO REFERRED TO AS PORTS).

LIGHTING CONTROL MATRIX: SPACE BY SPACE

ROOM NAME	TYPE OF CONTROLS	CONTROL FUNCTIONS	PRODUCT BASIS OF DESIGN
LIBRARY COMMON AREA	MANUAL ON / OFF SWEEP OFF WHEN SECURITY SYSTEM IS ARMED PROVIDE ONE ZONE DAYLIGHT CONTROL	CONTROL THROUGH RELAY PANEL PROVIDE ON OFF LOW VOLTAGE ENTRY STATIONS. DRY CONTACT INTERFACE WITH SECURITY SYSTEM. PROVIDE DAYLIGHT SENSOR FOR HIGH END TRIM	WATTSTOPPER, ACUITY, HUBBELL
LIBRARY WORK ROOM, CONFERENCE ROOM, AND OFFICE	LINE VOLTAGE CONTROLS	ON / OFF / DIM AT ENTRY TO SPACE USING LINE VOLTAGE CONTROLS OFF WITH OCCUPANCY SENSOR	WATTSTOPPER, ACUITY, HUBBELL
RESTROOMS	LINE VOLTAGE CONTROLS	OCCUPANCY SENSOR ON AND OFF	WATTSTOPPER, ACUITY, HUBBELL
LOBBY	MANUAL ON / OFF SWEEP OFF WHEN SECURITY SYSTEM IS ARMED	CONTROL THROUGH RELAY PANEL PROVIDE ON OFF LOW VOLTAGE ENTRY STATIONS. DRY CONTACT INTERFACE WITH SECURITY SYSTEM	WATTSTOPPER, ACUITY, HUBBELL
STORAGE ROOM	LINE VOLTAGE CONTROLS	ON / OFF AT ENTRY TO SPACE USING LINE VOLTAGE CONTROLS WITH OCCUPANCY SENSOR	WATTSTOPPER, ACUITY, HUBBELL
OUTDOOR LIGHTING	PHOTOCELL ON AND OFF	CONTROL EXISTING EXTERIOR LIGHTING CIRCUITS WITH NEW RELAY PANEL	WATTSTOPPER, ACUITY, HUBBELL
EMERGENCY EGRESS LIGHTING	924 RELAY INTEGRAL WITH BATTERY BACKED EXIT SIGN / EMERGENCY LIGHT COMBO UNITS	EMERGENCY LIGHT COME ON AUTOMATICALLY WITH LOSS OF NORMAL POWER	REUSE EXISTING UNIT EQUIPMENT. SUPPLEMENT AS NEEDED
CITY HALL WORK AREA	MANUAL ON / OFF SWEEP OFF WITH OCCUPANCY SENSOR ONE ZONE DAYLIGHT CONTROL	PROVIDE DAYLIGHT SENSOR FOR HIGH END TRIM PROVIDE ON OFF LOW VOLTAGE ENTRY STATIONS. DRY CONTACT INTERFACE WITH SECURITY SYSTEM	WATTSTOPPER, ACUITY, HUBBELL

NOTES:
 1. PROVIDE QUANTITY OF POWER PACKS AND OTHER LIGHTING CONTROL ACCESSORIES REQUIRED FOR FUNCTIONALITY DESCRIBED.

DATA, COMM, AND FIRE ALARM LEGEND



Construction Set
 (with Addenda Items)
 City of Lowell
 Maggie Osgood Library and
 City Hall Renovation

PROJECT: 21031
 CHECKED: JK
 DATE: 2/28/2022

ADD 2 - 3/25/2022
 ADD 3 - 3/28/2022
 REVISIONS: REV 05 - 6/15/2022

RAIN

Nov 2021 - Apr 2022 Report - Oakridge & Lowell



Congratulations on getting such a great turn out at Mane Street Coffee yesterday! It was very nice to meet you in person and connect with many people in Oakridge who I have heard of but hadn't had a chance to meet yet. It's nice to be plugged in. Thank you for promoting safety and doing your part in protecting our front line hospital staff from this ongoing epidemic.

With kind regards— Paula Brown (Oakridge)



Nov 2021 - Apr 2022 Report - Oakridge & Lowell

Introduction:

RAIN, the City of Oakridge, and the City of Lowell recognize that advancing the innovation economy in the cities is one important component to the economic health and vitality of the region. The Cities of Oakridge and Lowell are working collaboratively with RAIN to create and implement specific strategies to continue assessing, supporting, and building an entrepreneurial ecosystem. The cities are helping RAIN promote outreach and activities for this program by encouraging staff and economic development partners to increase engagement and work collaboratively with RAIN in the ecosystem. This is a report for the period Nov 2021 - Apr 2022 (6 months).

Goals:

1. Continue to build and elevate the regional entrepreneurial ecosystem, identify gaps & barriers to business formation, and address those barriers and gaps.
2. Provide assistance to the local sector and existing businesses in the City of Oakridge, and the City of Lowell with economic recovery and resiliency programming.
3. Support and expand mentoring, meetups, and other events to help gather, educate, and support entrepreneurs and innovators.
4. Activate capital in the region.
5. Track overall budget and report progress to funders and partners.
6. Maintain and expand a database of entrepreneurs, mentors, and ecosystem stakeholders.
7. Deliver wrap-around mentoring services to startups in the City of Oakridge, and the City of Lowell.
8. Identify and build partnerships to build and elevate the region's entrepreneurial ecosystem.



RAIN

Nov 2021 - Apr 2022 Report - Oakridge & Lowell

Elevating the regional entrepreneurial ecosystem:

- RAIN is providing ongoing training, support, and leadership to the rural entrepreneurs, and other community members in the Cities of Oakridge and Lowell.
- RAIN is working collaboratively with the Cities of Oakridge and Lowell and other economic development partners to implement its Rural Entrepreneurial Development Program, which includes tracking and supporting ecosystem partners and key stakeholders, asset mapping, community outreach, surveying, and other investigative activities to assess culture and climate as it relates to entrepreneurship and overall community readiness to build and sustain the region's entrepreneurial ecosystem.
- RAIN is conducting outreach activities in Oakridge & Lowell to identify and support the city's entrepreneurs and innovators.
- RAIN is conducting entrepreneurial activities. Examples: workshops, PubTalks, Fireside Chats, Meetups, Grand Events (eg, community activation events, Showcases/Demo Days, Pre-Accelerators, Accelerators, holiday expos, and pitch challenges/competitions), mentor mixers, educational seminars, investor recruitment and training workshops, street fairs, and youth programs.





Nov 2021 - Apr 2022 Report - Oakridge & Lowell

Community Activity 2022										
Date	Event Name / Topics	Venue	City	Attendance	Notes (speakers, details of participation)	Host Organization	RAIN Team Lead	RAIN Team Support	Event Purpose	RAIN Hosted?
11/19/2021	Oakridge/RAIN Meet and Greet	In-person @ 3 legged tavern	Oakridge	7	Aqsa & Grace	Networking	Lane	NA	Meet & Greet with the community partners	Networking
1/18/2022	2022 Strategic Planning Workshop/Oakridge	Zoom	Oakridge	4	We will covered: 1. What is Strategic Planning? 2. What worked this past year? 3. What you want for Next year... (Financial, Emotional & Environmentally) 4. What you want to Accomplish (Start, Stop or Continue?) 5. Choose your Word for the Year	Alissa Mayer/Aqsa Khan	Aqsa		Education	
1/25/2022	Entrepreneur meetup	In Person	Oakridge	10	Entrepreneur meetup	Aqsa Khan	Aqsa		Networking	



Nov 2021 - Apr 2022 Report - Oakridge & Lowell

1/25/2022	Oakridge Economic Development Meeting	Zoom	Oakridge	15	Oakridge-Westfir Chamber Partners	Grace /Aqsa Khan	Aqsa		Economic Development Planning Meeting	
2/22/2022	Entrepreneur meetup @ Oakridge	Zoom	Oakridge	6	Zoom event because of the weather	Aqsa Khan	Aqsa		Networking	
3/9/2022	Willamette Activity Center funding committee meeting	Oakridge Air Office/ Zoom	Oakridge	24		Sarah Altumus Pope/Aqsa Khan			Support, Networking	
3/14/2022	RISE Grant Partner Meeting	Zoom	Oakridge	12		Lane Workforce Partnership/ Aqsa Khan	Aqsa		Support, Networking	
3/22/2022	Entrepreneur Meetup @ Oakridge (FT Kim Johnson)	Mane Street Coffee	Oakridge	9		Aqsa			Education	
3/22/2022	Bryan's Farewell Lunch	Michelle Emmon's Air B&B	Oakridge	8		Aqsa			Networking	
4/26	Entrepreneur meetup @ Oakridge	Miguel's Tacos	Oakridge	6		Aqsa	Aqsa		Networking	



Nov 2021 - Apr 2022 Report - Oakridge & Lowell

RAINMAKER ACCELERATOR 2022:

This 10-week virtual series is designed to help founders/ owners learn from business experts about digital marketing and sales.

Develop your skills and understanding of sales funnels, sales channels, CRMs, sales pitch, and learn about selling on social media
 Be inspired by motivational speakers and a cohort of fellow entrepreneurs all experiencing the challenges of being a business owner.
 Broaden your network by meeting and interacting with startups and businesses from across Oregon.

Number	Cohort: 3	Facilitator: Aqsa	Mentor: Allison Lamplugh			
1	Theresa	Haga	t.haga@ccdb usiness.com	CCD Business Development Corporation	Lane	www.ccdbusiness.org
2	TeSev	Fogel	john7general @gmail.com	iT Landscapes	Lane	iTLandscapes.com
3	Deborah	Willhite	WillhiteRE@g mail.com	Willhite Real Estate	Lane	https://www.mckenziehomes.com/
4	SUSAN	CROISSANT	susancroissan t269@gmail.c om	to be determined	LANE	
5	Alyssa	Gomez	Sweetspringsf amilyfarm@g mail.com	Sweet Springs Family Farm	Lane	sweetspringsfamilyfarm.com



Nov 2021 - Apr 2022 Report - Oakridge & Lowell

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egies.com">roostwebstrat egies.com	Lane	roostwebstrategies.com
8	John	Flannery	mrstumpman @yahoo.com	Better Than Nothing	Lane	betterthannothing.info
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10	Shelby	Baryram	sb041376@g mail.com	Profresh farmacy	Lane	WWW.profreshfarmacy.com
11	Kate	Harnedy	katehphoto@ gmail.com	Kate Harnedy Photography LLC	Lane	katephoto.com
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13	Angela	Ridenour	angela@new mintmedia.co m	New Mint Media Family Films	Lane	www.newmintmedia.com
14	Robin	Mendolia	robin.em28@ gmail.com	Epic Enterprises	Lane	https://robinwoodsfiction.com/
15	Daniel	Lofy	dlofy1896@g mail.com	Lofy Construction	Lane	www.coastalhomeservicesflorence.com



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21	Jessica	Kubisch	dr.jessica.kubisch@pacifichopepaincareandwellnessgroup.com	Pacific Hope Pain Care and Wellness Group	Lane	https://www.pacifichopepaincareandwellnessgroup.com
22	Kelcee	Pengra	kpengra3@gmail.com	No Loose Ends	Lane	https://www.facebook.com/no.loose.ends.kelceepengra



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23	Tivony	Stephenson	contact@tandljewelry.com	T&L Fine Jewelry LLC	Lane	Tandljewelry.com
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25	Angela	Emerson	angela@oregonpatchworks.com	Oregonpatch works	Lane	www.oregonpatchworks.com
26	Susan	Stella Meili	LoveSuStella@gmail.com	Hippie Day Tripper	Lane	https://hippiedaytripper.com
27	Alissa	Mayer	equiloha@gmail.com	AlissaMayer.com (& Oakridge/Westfir Chamber of Commerce)	Lane	www.alissamayer.com
28	Susan	Stella Meili	LoveSuStella@gmail.com	Hippie Day Tripper	Lane	https://hippiedaytripper.com/
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Nov 2021 - Apr 2022 Report - Oakridge & Lowell

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33	Lisa	Riberal	ribnurse41@gmail.com	U.B.U. Naturally Mind Body & Spirit	Lane	www.ubunaturally.com
34	Mia	Lopez	mia@waddlemealplan.com	Waddle Meal Plan	Lane County	https://www.waddlemealplan.com/
35	Victoria	Icaza	victoria.icaza@yahoo.com	Victoria Icaza, LMT- Integrative Therapeutic Massage	Lane County	victoriaicazamassage.com
36	Jo	Beaudreau	jbeaux@gmail.com	BeauxArts Fine Art Materials	Lane	https://www.beauxartsfineart.com/

Industries Served:



Nov 2021 - Apr 2022 Report - Oakridge & Lowell

Company (if none, put TBD)	Industry	City	Notes
Gaia's Blessings	Food & Bev	Dexter	Connected to emergency funding opportunities and provided assistance navigating eligibility requirements; participated in RAINmaker; invited to speak directly to Oregon House of Reps Committee on Economic Development
physical therapy clinic (name TBD)	Service	Lowell	Initial consultation to think through MVP, customer discovery (including survey development), how to leverage social media
Bridgeway Contracting	Construction	Lowell	Connected to Veneta startup brewery, seems likely they will be working together on a major building renovations
physical therapy clinic (name TBD)	Service	Lowell	Initial consultation to think through MVP, customer discovery (including survey development), how to leverage social media
Stomping Grounds	Retail	Lowell	Clarified Kristen's eligibility for SBA emergency funding



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Bridge Charter Academy	Education	Lowell	Ran workshops together for Bridge Charter Academy; discussed Matt's plans to organize conferences for home-schooled children
Air BnB property	Real Estate	Lowell	Discussed buying a home and renovating part of it to make an AirBnB property
Floral Living	Retail	Lowell	Consultations on selling online; general moral support (bi-weekly meetings through much of the first half of COVID) Marketing; business strategy; press support
Paddle Shack	Outdoor Adventure	Oakridge	Participated in RAINmaker
TBD - Bowling Alley in Oakridge	Entertainment	Oakridge	Discussed fundraising strategy including loans vs crowdfunding; overall business model development; toured facility
The Bus Fair	Tourism	Oakridge	Introduced to Travel Lane County to explore the possibility of getting lost funds due to COVID-19 recouped. Connected with Travel Oregon to explore ways to move the Bus Fare forward in COVID



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InBound	Professional Services	Oakridge	Connected with Juine Chada to advocate for legislation; researched Opportunity Zones together
Oakridge Farmer's Market	Agriculture	Oakridge	Connected to resources necessary to launch a farmers market, including Oregon Farmers Market Association
Essie's Natural Market	Retail	Oakridge	Introduced to Oregon Department of Ag, connections to other local food systems (farmer's markets in Dexter Lake), visited for marketing support
Jules Joint	Food & Beverage	Oakridge	Discussed plan for business growth, including operations and team building
Oakridge Farmer's Market	Agriculture	Oakridge	Connected to resources to launch a farmer's market including Oregon Farmers Market Association



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Oakridge Lodge	Tourism	Oakridge	Strategic planning for both her business and the Chamber, including BOD recruitment, hiring Executive Director, and marketing
Dirt Dojo / Mountain House AirBnB	Tourism	Oakridge	Connected to KLCC journalist to increase visibility through media coverage
Mazatlan Mexican Restaurant	Food & Beverage	Oakridge	Helped apply for COVID relief funding
South Willamette Forest Collaborative	Agriculture	Oakridge	Participated in RAINmaker
West Fir Lodge	Tourism	Oakridge	COVID support: connecting to emergency funding opportunities, they secured \$20k of \$30k ask from CLW Marketing, provided opportunity to speak directly with US Senator Ron Wyden
Just Move	Fitness	Pleasant Hill	Discussed working together for HWY 58 Business Network



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Oakridge & Lowell RAIN Team

Catalyst Team:

- Robert Killen, Deputy Director
- Aqsa Khan, Lane County Venture Catalyst

Advocacy Team:

Need help overcoming a policy barrier that's keeping you from launching or growing your business in Oregon. Don't worry, our advocacy team can help you.

- Avery Pickard, Policymaker Education Director
- Sean Tate, Entrepreneur Advocate (Founder, Tate Public Affairs)
- Aqsa Khan, Advocacy Communications Coordinator

RAIN

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RAIN events:

- [Entrepreneur Meet & Greet](#) at [Mane Street Coffee](#) (48296 E 1st St, Oakridge) at noon **every last Tuesday of the month**
- [Entrepreneur Meetup](#) at [Stomping Grounds Coffee Shop](#) at noon every **1st Wednesday of the month**.
- RAIN is co-hosting with [BeauxArts Fine Art Materials & Gallery](#) and with [Serene Abundance Studio](#) to host “[Art After Hours \(virtual\)](#)”.
- Facilitate with the **Willamette Activity Center (WAC) Funding Committee** meetings, including in-person presentations with stakeholders & general public.
- Participating in monthly **Oakridge-Westfir Chamber Partners** meetings
- Participation in the **2022 Tree Planting Parade & the vendor fair**.
- We have several events coming up to support your business.
[If you'd like to attend RAIN events please follow our Facebook page.](#)

Entrepreneur Meet Up

Stomping Grounds Coffee Shop, Lowell

First Wednesday of every month

12pm

Come talk to us about your business

Meet our Lane County Venture Catalyst, Aqsa Khan



A promotional graphic with a yellow background. On the left is a circular portrait of Kim Johnson, a woman with curly hair, smiling. To the right of the portrait are the logos for Bohemia Food Hub (a butterfly icon) and RAIN. Below the logos, the text reads: "LET'S TALK ABOUT FOOD SYSTEMS" in large blue letters, followed by "Featuring: Kim Johnson" and "12-1pm Tuesday, March 22, 2022 Online Event." At the bottom left, there is a white circular area containing the text: "Kim Johnson" and "Creator of Bohemia Food Hub, a food business incubator & co-working kitchen".

Accelerator Programs:

RAINmaker Accelerator: Pivot business models to address

anticipated conditions, learn new digital sales and marketing techniques, and get connected to needed resources (people,



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programs, technology, and capital).

RAINdrops Program: 1:1 mentoring to implement “Entrepreneur Resiliency Kits.” Entrepreneurs will learn how to rapidly convert to online sales, extend cash runways, and get matched with experts (digital marketing, bookkeepers/accountants, lawyers).

The graphic features a blue background with yellow and white circular accents. On the right, a woman is shown holding a tablet, with a network of white lines and icons (mail, location pin, person, headset) overlaid on her image. The text is positioned on the left side of the graphic.

RAIN

RAINmaker Accelerator 2022

A free 10-week virtual Digital Marketing & Sales Program

April 6 - June 15
Wednesdays, 9-10:30 AM
Application Deadline: March 28 at 5 PM



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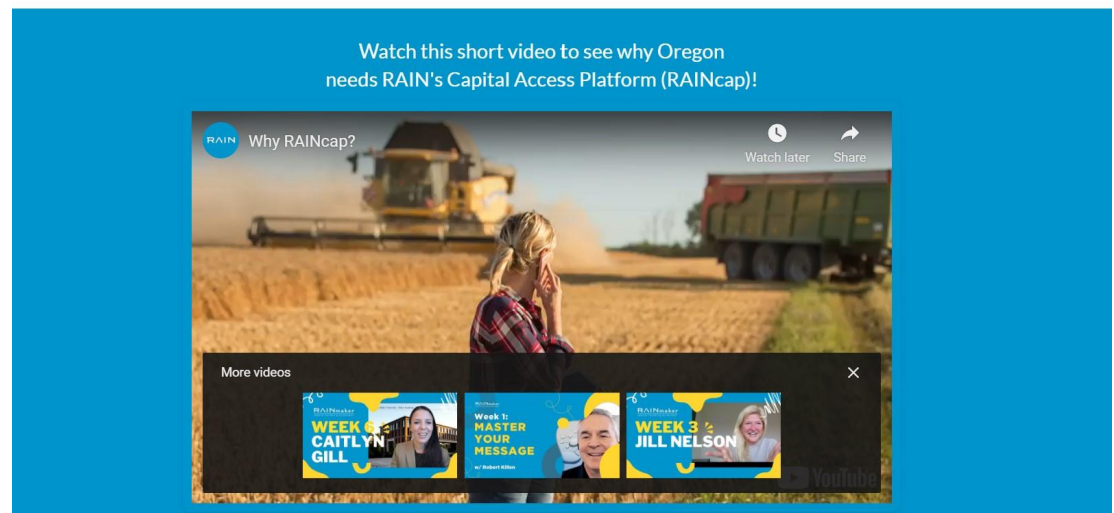
TAKE OUR INTAKE SURVEY

CROWDFUNDING FOR OREGON
START-UPS & SMALL BUSINESSES

Share your dream. Get it funded.

MoneyMaker Accelerator: Address financial literacy deficits discovered during the scramble to submit financial documentation to get COVID emergency funding.

RAINcap Program: RAIN will address entrepreneurs' immediate and long-term capital needs by building and launching a fundraising platform that connects entrepreneurs to local capital sources to enable local investments to happen quickly and efficiently. The platform will lower the investment barrier for small, first-time investors, lower the barrier to capital access for local-impact, sustainable growth businesses, and expedite due diligence.



What's NEXT?

We will continue prioritizing resiliency for Lane County rural businesses, including the following programs:



Nov 2021 - Apr 2022 Report - Oakridge & Lowell

- RAINmaker Sales & Marketing Accelerator
- Hosting a **“How to Start your Crowdfunding Pitch:** on our capital access platform.
- Restarting a Youth Program with the Local Oakridge Highschool & Lowell Charter School.
- Hosting a “Pitch Competition” to support innovation and entrepreneurship
- Continued outreach to serve new communities including Latinx, youth, and people with disabilities (working on a COVID resiliency project for Women of Color in partnership with the University of Oregon)
- Continued sharing of resources tied to funding opportunities
- Thanks to funding from Lane County, RAIN is hiring a dedicated Venture Catalyst to serve Oakridge, Lowell, and the newly added unincorporated communities from the McKenzie River Valley ([position is now open](#)). Expected start date is Jul 6.



Public Works Department

P.O. Box 490 Lowell, OR 97452

Phone: 541-937-2157

Fax: 541-937-2936

Email:

mbaker@ci.lowell.or.us<mailto:cityadmin@ci.lowell.or.us>

<mailto:cityadmin@ci.lowell.or.us>

TO: Mayor Bennett and Council

FROM: Max Baker, Public Works Director

DATE: June 21, 2022

SUBJECT: Public Works Report

Streets and Parks

Graham Landscape planted the first set of shade trees in PF Park. If you have not seen them, stop by and take a look, they look great.

The part time seasonal worker began last week on the 16th.

Water Treatment Plant/Distribution

Staff repaired 3 water leaks.

The annual CCR water report is complete and available online.

Wastewater Treatment

The annual TMDL report was accepted by DEQ.

There was a sewer main blockage, which Oakridge Public Works assisted in unblocking with their Vac-Truck.

A new Effluent Flow meter was ordered for the Treatment Plant. The existing flow meter is having issues and needs to be replaced.

<mailto:cityadmin@ci.lowell.or.us>

LOWELL PATROL LOG May 2022

DATE	OFFICERS	START TIME	END TIME	# HOURS	CONTACTS	ARRESTS	CITES	WARNINGS	CALLS	REPORT #
1-May	409	23:00	0:00	1:00						
2-May	409	3:30	4:30	1:00						
2-May	409	19:30	20:30	1:00						
7-May	409	3:45	4:45	1:00						
7-May	421	16:00	17:00	1:00						
9-May	421	14:00	16:00	2:00						
11-May	421	17:00	19:00	2:00						
12-May	401	9:00	12:00	3:00						
13-May	429	19:00	19:45	0:45						
14-May	423	10:30	16:00	5:30						
14-May	429	10:30	16:00	5:30						
17-May	429	19:00	19:30	0:30						
18-May	409	16:45	18:00	1:15						
18-May	401	14:00	18:00	4:00						
18-May	401	20:00	22:00	2:00						
19-May	423	16:10	23:10	7:00						
19-May	429	17:30	23:10	5:40						
22-May	429	19:00	19:30	0:30						
23-May	409	16:45	17:45	1:00						
26-May	401	17:00	22:30	5:30						
28-May	429	10:30	11:00	0:30						
Admin	401			1.5						
				53.0						

TRAFFIC VIOLATIONS	CITATION	WARNING
SPEED	3	
DWS		
FAIL TO SIGNAL		
STOP VIOLATIONS	1	
OTHER MOVING		

13-May	19:00	Code - Illegal Parking
14-May	13:04	Traffic Stop
	15:00	Traffic Stop
	12:04	Traffic Stop
19-May		Court
	22:00	Traffic Stop

Agenda Item Sheet

City of Lowell City Council



Type of item:	Contract
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Item title/recommended action:

Motion to approve a "Profit sharing agreement" with ThriftBooks Global LLC and to authorize the City Administrator to sign. – Discussion/ Possible action

Justification or background:

Staff are requesting City Council approval of an agreement with ThriftBooks. This will allow us to dispose of unneeded books while being able to earn some money to go towards buying new books. Staff contacted Better World Books, another company that sells used books, to see how they compare with ThriftBooks. The Better World Books representative stated that they require a minimum of 2,000 books over a 12 month timeframe to establish an account with them. The City will not meet that minimum, as it is unlikely that we will have that many books on an on-going basis to send to them and that will meet their criteria for acceptance. Library consultant Penny Hummel advised that in her experience, Better World Books has stricter criteria for what they will accept compared to ThriftBooks. For these reasons, staff recommend approval of the ThriftBooks agreement.

Unlike Better World Books, ThriftBooks charges shipping to send books to them, resulting in lower net revenues from books sells. However, staff recommend that the more important criterion is not how much money we can earn from selling surplus books, as that amount is going to be minimal. The key reason staff recommend working with a book reseller is to be able to dispose of surplus books in a way that they can be reused, as opposed to discarding of them in the trash.

Agenda Item Sheet
City of Lowell City Council



Type of item:	Contract
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Budget impact:

Revenues from selling surplus books through ThriftBooks. To be determined.
--

Department or Council sponsor:

Library

Attachments:

Agreement with ThriftBooks

Meeting date:	06/21/2022
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PROFIT SHARING AGREEMENT

This profit sharing and bailment agreement (the “Agreement”) is made as of **June 01, 2022**, by and between ThriftBooks Global LLC, a Washington limited liability company (“Book Seller”) and **City of Lowell** (“Supplier”)

A. Book Seller offers internet-based sales of used materials, including books and audio-visual materials in most formats (collectively the “Materials”); and

B. Supplier has Materials available for sale and wishes to engage Book Seller to sell such Materials.

Accordingly, the parties agree as follows:

1. Shipments of Materials to Book Seller.

(a) Supplier will ship to Book Seller Materials that are deemed surplus from the Supplier. All such Materials will be shipped by Book Seller to Book Seller’s warehouse, and Book Seller will pay [50]% of the cost for shipping such Materials to Book Seller. Supplier’s share of such shipping costs will either be paid directly by Supplier to the carrier or paid as a reimbursement to Book Seller out of Supplier’s net sales proceeds.

(b) All Materials shipped to Book Seller shall be of merchantable quality.

(c) Supplier will bear all risk of loss of the Materials at all times, including during shipment to Book Seller’s warehouse.

2. Bailment Contract. This Agreement is a bailment contract. Supplier will bail the Materials to Book Seller pursuant to the terms of this Agreement, and Book Seller acknowledges that it has no rights to the Materials conveyed to it and no responsibilities with respect to the Materials except as specifically provided in this Agreement. Supplier will keep the Materials free of any liens, encumbrances, or other security interests.

3. Sale of Materials by Book Seller.

(a) Upon receipt of the Materials, Book Seller will inventory and determine the salability of Materials. Materials determined by Book Seller in its sole but reasonable discretion to be saleable and of merchantable quality (“Saleable Materials”) will be offered for sale by Book Seller on www.thriftbooks.com and on various third-party marketplace sites.

(b) Book Seller will be responsible for (i) setting the sales price for all Materials that are sold, (ii) monitoring sales activity, and (iii) adjusting the sales price where necessary, in its sole discretion, to sell the Materials. Book Seller may sell Materials at prices that may yield no net proceeds, though Book Seller will not charge Supplier for the loss on the sale of Saleable Materials. Supplier will have no right to withhold its consent to any sale once the Materials have been sent to Book Seller.

(c) Book Seller will ship the Materials to consumers. Book Seller may choose the method of shipment (domestic and/or international) it deems appropriate and that will yield delivery in a timely manner, or as is directed by Book Seller’s customer. Book Seller will handle all return receipts, inventory reprocessing, communications with the consumer, and refunds.

- (d) Book Seller may liquidate all Non-Saleable Materials. For purposes of this Agreement, “Non-Saleable Materials” means all Materials received by Book Seller from Supplier that Book Seller determines in its sole but reasonable judgment: (i) not to be Saleable Materials as described in Section 3(a), or (ii) to be Saleable Materials as described in Section 3(a), but that are given away by Book Seller as part of any charitable initiative, Reading Rewards program redemption, or similar circumstance. For the avoidance of doubt, Non-Saleable Materials include, but are not limited to, Materials that Book Seller determines in its sole but reasonable discretion are not of merchantable quality or are otherwise only suitable to be (1) sold in bulk quantity at wholesale, (2) sold in bulk “by the foot” for decorative purposes, (3) sold as recycling, or (4) donated to charity.

4. Payment Terms.

- (a) Book Seller will pay to Supplier [45]% of the net proceeds of all Saleable Materials, less Supplier’s share of inbound shipping costs as described in Section 1(a) herein.
- (b) The net proceeds on Saleable Materials sold by Book Seller will equal the gross sales price for the individual item, including shipping revenue, less sales, use, and/or value added tax, as applicable, and a fee to Book Seller designed to recover the following costs, averaged on a per book basis, (i) online sales fees charged to Book Seller by marketplace web sites, or as applicable, for sales on Book Seller’s owned sites, reasonable sales costs incurred by Book Seller for advertising, marketing, credit card transaction fees, and any other costs and expenses that would have been charged to Book Seller by marketplace sites had such sales taken place on such marketplace sites, including a reasonable profit margin, (ii) production costs, customer service costs, and pick, pack, and ship costs to fulfill the order for the customer, (iii) refunds and returns to customers, and (iv) Book Seller’s disposal costs for Non-Saleable Materials.
- (c) Book Seller will provide Supplier with payment within 30 days of the end of each full calendar month during the term of this Agreement, unless the amount is less than \$40. If the amount is less than \$40, Book Seller may wait until the accumulated amount exceeds \$40 and then tender payment to the Supplier with the next monthly payment after such amount equals or exceeds \$40. Supplier must deposit all checks from Book Seller within 90 days of receipt. Checks not deposited within 90 days of receipt will only be reissued by Book Seller one time, and if any second check remains undeposited after the 90-day period to deposit such second check, any future payments to Supplier will only be made by ACH. If in such event Supplier fails to provide ACH payment information within 21 days of a request by Book Seller, Supplier will forfeit all profit share payments attributable to the time period prior to Supplier finally providing its ACH payment information.
- (d) Book Seller will provide Supplier a monthly report showing for the prior month the number of units Book Seller possesses, the weight of materials received from Supplier during the month, the number of units accepted as Saleable Materials, the number of units rejected as Non-Saleable Materials, the number of units sold, the net sales revenue collected, the total sales costs, adjustments, if any, for inbound shipping costs, and the total profit share payable to the Supplier.
- (e) If any Saleable Material item is not sold within two months from the time Book Seller lists it, and if Book Seller, in its sole discretion, determines at or after that time that it will not be able to sell the item on its website or through marketplace sites, Book Seller will liquidate the item as Non-Saleable Material. Any benefits of liquidation of Non-Saleable Materials will inure to the benefit of Book Seller.

5. Term.
 - (a) This Agreement will remain in effect for a period of **3 years** unless earlier terminated by either party by notice to the other party, which notice must be given at least thirty (30) days in advance of the termination date.
 - (b) This Agreement will automatically renew at the end of the term for subsequent one-year terms unless terminated by either party with notice as described in Section 5(a) herein. Upon termination, Book Seller will sell Saleable Materials and liquidate Non-Saleable Materials still in Book Seller's inventory according to the terms of this Agreement.
6. Representations. The parties acknowledge that each is authorized to enter into this Agreement and has obtained all necessary approvals to do so. Supplier will not transfer to Book Seller any Materials Seller has reason to believe are counterfeit Materials.
7. Relationship. In performing its obligations under this Agreement, Book Seller will act as an independent contractor and not as an agent, employee, joint venture partner, or legal representative of Supplier. Neither party to this Agreement is authorized to make any statements or make representations on behalf of the other party or in any way obligate the other party, except as expressly authorized in writing by the other party or under this Agreement. This Agreement is a bailment contract and no claim of any kind against Book Seller, regardless of the legal theory, will be for damages greater in amount than the value of the Materials in the possession of Book Seller at the time of such claim and any amounts due to Supplier pursuant to this Agreement for Book Seller's sale of Materials.
8. Succession and Assignment. This Agreement is binding upon and inures to the benefit of the parties and their respective successors and permitted assigns. No party may assign any of its rights, interests, or obligations under this Agreement without the prior written approval of the other party, unless the assignment is in connection with the sale of all or substantially all of Book Seller's business or assets. Approval to assignment will not be unreasonably withheld.
9. Severability. If any provision of this Agreement is for any reason found to be unenforceable, all other provisions of this Agreement will remain enforceable.
10. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the state of Washington without giving effect to any choice or conflict of law provision, and any suit to enforce a provision of this Agreement will be brought exclusively in a court in Seattle, Washington, whether federal or state.
11. Amendments and Waivers. No amendment of this Agreement is valid unless it is in writing and signed by Book Seller and Supplier. No waiver by either party of any default, misrepresentation, or breach of warranty or covenant hereunder, whether intentional or not, will extend to any prior or subsequent default, misrepresentation, or breach of warranty or covenant hereunder or affect in any way any rights arising by virtue of any prior or subsequent such occurrence.
12. Headings. The headings have been inserted for convenience only and are not part of this Agreement.
13. Notices. All notices and other communications relating to this Agreement must be in writing and be deemed effective only if delivered by hand, by facsimile, by express courier service, or mailed by registered or certified mail, return receipt requested, postage prepaid, and addressed to the intended recipient as set forth below:

If to Book Seller, to:

ThriftBooks
18300 Cascade Ave S
Suite 150
Tukwila, WA 98188
Facsimile: 253-322-6164
Attention: Kimberlee Petersen

If to Supplier, to:

City of Lowell
PO Box 490
Lowell, OR 97452
Facsimile:
Attention:

Either party may change the address to which notices, or other communications hereunder are to be delivered by giving the other party notice in the manner herein provided. All notices and other communications hereunder will be deemed given when they are received.

- 14. Entire Agreement. This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof and supersedes any prior understandings, agreements, or representations by or between the parties, whether written or oral. To the extent the terms and conditions of this Agreement conflict or are inconsistent with the terms and conditions in any purchase order, invoice or other document that is used by the parties in connection with the provision of the Services, the terms and conditions in this Agreement will prevail.
- 15. Counterparts. This Agreement may be executed in counterparts, including via facsimile, each of which will be deemed to be an original, but all of which together will constitute but one instrument.

* * * * *

[SIGNATURE PAGE TO FOLLOW]

The parties hereto have caused this Sales Agreement to be executed by their authorized representative as of the date first written above.

Signatures

Kimberlee Petersen
Sr. Director of Procurement
Thrift Books Global

Date

Name:
Title:
City of Lowell

Date

Agenda Item Sheet

City of Lowell City Council

Type of item:	Resolution
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Item title/recommended action:

Motion to approve Resolution #2022-784, "A resolution to establish water and sewer rates to be effective July 1, 2022." – Discussion/ Possible action

Justification or background:

The recommended budget, as approved by the Budget Committee, includes 5% across-the-board increases to utility rates to maintain utility operations while keeping up with the cost of doing business. For the average household using less than 5,000 gallons of water per month, this represents a \$5.15 increase per month. A comparison of current versus proposed rates is as follows: (1) Water - monthly charge per EDU. CURRENT: \$26.87; PROPOSED: \$28.21. (2) Water - variable rate 0-5,000 gallons. CURRENT: \$5.39; PROPOSED: \$5.66. (2) Water - variable rate over 5,000 gallons. CURRENT: \$6.79; PROPOSED: \$7.13. (3) Bulk water rate per 1,000 gallons. CURRENT: \$9.73; PROPOSED: \$10.22. (4) Fire hydrant fee per month (customers not on city water). CURRENT: \$12.64; PROPOSED: \$13.27. (5) Sewer monthly rate per EDU. CURRENT: \$63.94; PROPOSED: 67.14. (6) Greywater disposal fee per gallon. CURRENT: \$0.15; PROPOSED: \$0.16.

Budget impact:

Estimated increase in water/sewer charges for services budgeted in proposed adopted FY 22/23 budget.

Department or Council sponsor:

Public Works

Attachments:

Resolution 784

Meeting date:	06/21/2022
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CITY OF LOWELL, OREGON

RESOLUTION 784

**TO ESTABLISH WATER AND SEWER RATES TO BE EFFECTIVE
JULY 1, 2022.**

BE IT RESOVLED by the City Council of the City of Lowell as follows:

Section 1. The following rates are established for water service:

Basic monthly service charge per equivalent dwelling unit (EDU)	\$28.21
Variable water rate:	
0 – 5,000 gallons per EDU	\$5.66
Over 5,000 gallons per EDU	\$7.13
Bulk water rate:	
Per each 1,000 gallons	\$10.22
Fire hydrant fee (without water service)	\$13.27

Section 2. The following rates are established for sewer service:

Basic monthly service charge per equivalent dwelling unit (EDU)	\$67.14
Graywater disposal fee per gallon	\$0.16

Section 3. This resolution is effective as of July 1, 2022 and supersedes Resolution #761.

[This section left intentionally blank.]

Adopted by the City Council of the City of Lowell this 21st day of June 2022.

AYES: ____

NOES: ____

APPROVED:

Don Bennett, Mayor

ATTEST:

Jeremy Caudle, City Recorder

Agenda Item Sheet

City of Lowell City Council

Type of item:

Resolution

Item title/recommended action:

Motion to approve Resolution #2022-785, "A resolution declaring the city's election to receive state revenues for fiscal year 2022-2023." – Discussion/ Possible action

Justification or background:

State law requires public hearings at the Budget Committee meeting and before City Council for the City to be eligible to receive state revenue sharing funds. A public hearing on this item was held at the Budget Committee meeting.

Budget impact:

Ability to receive state revenue sharing funds.

Department or Council sponsor:

Administration

Attachments:

Resolution 785

Meeting date:

06/21/2022

CITY OF LOWELL, OREGON

RESOLUTION 785

**A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE
STATE REVENUES FOR THE 2022-2023 FISCAL YEAR.**

BE IT RESOVLED by the City Council of the City of Lowell as follows:

Section 1. Pursuant to ORS 221.770, the City of Lowell hereby elects to receive state revenues for the 2022-2023 fiscal year.

Adopted by the City Council of the City of Lowell this 21st day of June 2022.

AYES: ____

NOES: ____

APPROVED:

Don Bennett, Mayor

ATTEST:

Jeremy Caudle, City Recorder

I certify that a public hearing before the Budget Committee was held on May 4, 2022, and a public hearing before the City Council was held on June 21, 2022 to give citizens an opportunity to comment on use of State Revenue Sharing.

Jeremy Caudle, City Recorder

Agenda Item Sheet

City of Lowell City Council

Type of item:	Budget Item
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Item title/recommended action:

Motion to approve Resolution #786, "A resolution to adopt a budget and impose and categorize taxes for fiscal year 2022-23." – Discussion/ Possible action

Justification or background:

This is to adopt the FY 22/23 budget and set the property tax rate. Appropriations for the adopted budget (excluding unappropriated ending balances and amounts reserve for future use) decreased \$46,169. This is mostly due to costs originally budgeted in FY 22/23 being shifted to FY 21/22. The following schedules provide a line-item detail of what changed from the recommended to adopted budget. The schedules also show updates from FY 21/22 year-end estimates as presented in the recommended budget and the adopted budget. The fund schedules, resource estimate sheets, and expenditures estimates sheets in the budget book show updated FY 21/22 estimates, as well as the updated FY 22/23 adopted budget numbers.

Budget impact:

See budget detail schedules, as well as recommended budget message.

Department or Council sponsor:

Administration

Attachments:

Res. 786; summary of FY 21/22 estimate changes and FY 22/23 recommended to adopted changes; adopted budget book; form LB-1

Meeting date:	06/21/2022
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CITY OF LOWELL, OREGON

RESOLUTION 786

A RESOLUTION TO ADOPT A BUDGET AND TO IMPOSE AND CATEGORIZE TAXES FOR THE FISCAL YEAR BEGINNING JULY 1, 2022.

BE IT RESOVLED by the City Council of the City of Lowell as follows:

Section 1. That the budget approved by the Budget Committee for the 2022-2023 fiscal year, and as modified by City Council, in the amount of \$4,927,946 of which \$370,996 is unappropriated and reserved, is approved.

Section 2. That the amounts set forth in Exhibit A are hereby appropriated for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Section 3. The taxes provided for in the adopted budget are imposed as follows:

(a) At the rate of \$2.1613 for operations per \$1,000 of assessed value.

(b) These taxes are hereby imposed and categorized for tax year 2022-2023 upon the assessed value of all taxable property within the City as follows:

General government limitation	Excluded from limitation
General Fund - \$2.1613 per \$1,000 of assessed value	\$0.00

[This section left intentionally blank.]

Adopted by the City Council of the City of Lowell this 21st day of June 2022.

AYES: ____

NOES: ____

APPROVED:

Don Bennett, Mayor

ATTEST:

Jeremy Caudle, City Recorder

Exhibit A: Adopted budget for the fiscal year beginning July 1, 2022

General Fund

Administration	329,276
Code Enforcement	8,312
Community Development	66,591
Debt Service	591,558
Library	416,550
Municipal Court	14,466
Parks & Recreation	852,861
Police	29,530
Tourism	10,586
Transfers	0
Contingencies	97,186
Reserves & Ending Balances	65,610
Total	2,482,526

Street Fund

Sreet Department	168,282
Debt Service	5,172
Transfers	0
Contingencies	10,819
Reserves & Ending Balances	10,770
Total	195,043

Water Fund

Water Deapament	436,854
Debt Service	58,341
Transfers	0
Contingencies	20,000
Reserves & Ending Balances	36,770
Total	551,965

Sewer Fund

Sewer Department	482,196
Debt Services	54,127
Transfers	0
Contingencies	20,000
Reserves & Ending Balances	59,580
Total	615,903

Water SDC Fund

Water Department	380,000
Reserves & Ending Balances	79,797
Total	459,797

Sewer SDC Fund

Sewer Department	134,000
Reserves & Ending Balances	13,172
Total	147,172

Stormwater SDC Fund

Stormwater Department	60,000
Reserves & Ending Balances	22,295
Total	82,295

Street SDC Fund

Street Department	75,260
Reserves & Ending Balances	4,736
Total	79,996

Parks SDC Fund

Parks Department	90,313
Reserves & Ending Balances	18,080
Total	108,393

Blackberry Jam Festival Fund

Blackberry Jam Committee	23,142
Reserves & Ending Balances	5,007
Total	28,149

Building Fund

Building Department	102,778
Contingencies	18,750
Reserves & Ending Balances	0
Total	121,528

Water Reserve Fund

Reserves & Ending Balances	39,415
Total	39,415

Sewer Reserve Fund

Reserves & Ending Balances	15,764
Total	15,764

Appropriations

All Funds:	
Sub-Total	4,556,950

Unappropriated & Reserved

All Funds:	
Sub-Total	370,996

FY 2022-2023 Budget:

Total	4,927,946
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Summary of changes from recommended to adopted budget for year-end estimates

Account Type	Fund Name	Account number + title	Original FY 21/22 Estimate	Updated FY 21/22 Estimate	Change in estimates	Note
Equity	General Fund	110-3100-Beginning Fund Balance	205,804	205,803	-1	Correction
	Sewer SDC Fund	440-3100-Beginning Fund Balance	149,159	146,159	-3,000	Correction
Expenditure	General Fund	110-410-6445-Refuse Services	2,000	0	-2,000	Church pew disposal at 70 N Pioneer St was not needed
		110-420-8520-Parks Improvements	15,000	16,545	1,545	To account for shade tree expenses to date at Paul Fisher Park
		110-440-8225-Buildings & Facilities	37,450	83,150	45,700	R-O-W acquisition for 205/295 E. Main St. is expected to occur in FY 21/22
		110-900-9899-Unappropriated Ending Balance	319,249	341,048	21,799	Change based on updated estimates
	Parks SDC Fund	410-900-9899-Unappropriated Ending Balance	80,613	88,493	7,880	Change based on updated estimates
	Sewer SDC Fund	440-900-9899-Unappropriated Ending Balance	119,684	125,252	5,568	Change based on updated estimates
	Stormwater SDC Fund	445-900-9899-Unappropriated Ending Balance	63,251	68,635	5,384	Change based on updated estimates
	Street Fund	312-900-9899-Unappropriated Ending Balance	100,456	101,288	832	Change based on updated estimates
	Street SDC Fund	412-900-9899-Unappropriated Ending Balance	63,270	68,006	4,736	Change based on updated estimates
Water Fund	230-900-9899-Unappropriated Ending Balance	22,878	28,628	5,750	Change based on updated estimates	
Water SDC Fund	430-900-9899-Unappropriated Ending Balance	322,057	382,697	60,640	Change based on updated estimates	
Revenue	General Fund	110-335-4352-Land Use & Development	13,124	17,951	4,827	Increase based on actual activity
		110-340-4421-SDC/CET Admin Fee	6,459	9,177	2,718	Increase based on actual activity
		110-350-4625-Municipal Court Revenue	8,000	8,140	140	Increase based on actual activity
		110-370-4826-Parks Donations	945	2,445	1,500	Increase based on actual activity
		110-370-4849-Capital Asset Disposal	0	57,860	57,860	Sale of 8 N Hyland Ln occurred in FY 21/22
	Parks SDC Fund	410-345-4510-Park SDC Fees	21,670	29,550	7,880	Increase based on actual activity

Summary of changes from recommended to adopted budget for year-end estimates

Account Type	Fund Name	Account number + title	Original FY 21/22 Estimate	Updated FY 21/22 Estimate	Change in estimates	Note
Revenue	Sewer SDC Fund	440-345-4540-Sewer SDC	23,562	32,130	8,568	Increase based on actual activity
	Stormwater SDC Fund	445-345-4545-Storm Drainage SDC	15,066	20,450	5,384	Increase based on actual activity
	Street Fund	312-345-4513-Transportation Reimbursement S	2,288	3,120	832	Increase based on actual activity
	Street SDC Fund	412-345-4512-Transportation SDC	13,024	17,760	4,736	Increase based on actual activity
	Water Fund	230-340-4425-Water/Sewer Sales	350,000	355,750	5,750	Increase based on actual activity
	Water SDC Fund	430-345-4530-Water SDC	84,260	144,900	60,640	Increase based on actual activity

Summary of changes from recommended to adopted budget - final adopted budget numbers

Account Type	Fund Name	Account number + title	FY 22/23 Recommended	FY 22/23 Adopted	Change to adopted	Note	
Equity	General Fund	110-3100-Beginning Fund Balance	319,249	341,048	21,799	Based on updated year-end estimates for FY 21/22	
	Parks SDC Fund	410-3100-Beginning Fund Balance	80,613	88,493	7,880	Based on updated year-end estimates for FY 21/22	
	Sewer SDC Fund	440-3100-Beginning Fund Balance	119,684	125,252	5,568	Based on updated year-end estimates for FY 21/22	
	Stormwater SDC Fund	445-3100-Beginning Fund Balance	63,251	68,635	5,384	Based on updated year-end estimates for FY 21/22	
	Street Fund	312-3100-Beginning Fund Balance	100,456	101,288	832	Based on updated year-end estimates for FY 21/22	
	Street SDC Fund	412-3100-Beginning Fund Balance	63,270	68,006	4,736	Based on updated year-end estimates for FY 21/22	
	Water Fund	230-3100-Beginning Fund Balance	56,294	62,044	5,750	Based on updated year-end estimates for FY 21/22	
	Water SDC Fund	430-3100-Beginning Fund Balance	322,057	382,697	60,640	Based on updated year-end estimates for FY 21/22	
	Expenditure	Building Fund	220-490-5150-Public Works Director	3,870	3,912	42	Update for final recommended pay scale
			220-490-5315-Social Security/Medicare	639	642	3	Update for final recommended pay scale
220-490-5320-Worker's Comp			161	162	1	Update for final recommended pay scale	
220-490-5350-Unemployment			555	558	3	Update for final recommended pay scale	
220-490-5450-Public Employees Retirement			1,640	1,649	9	Update for final recommended pay scale	
220-900-9899-Unappropriated Ending Balance			10	0	-10	Based on final adopted budget numbers	
General Fund		110-420-5150-Public Works Director	3,871	3,914	43	Update for final recommended pay scale	
		110-420-5320-Worker's Comp	2,109	2,126	17	Update for final recommended pay scale	
		110-420-8520-Parks Improvements	752,715	751,170	-1,545	Subtracted Paul Fisher shade tree costs from FY 21/22	
		110-440-5150-Public Works Director	2,322	2,347	25	Update for final recommended pay scale	
		110-440-5315-Social Security/Medicare	544	546	2	Update for final recommended pay scale	
		110-440-5350-Unemployment	473	475	2	Update for final recommended pay scale	
		110-440-5450-Public Employees Retirement	1,397	1,403	6	Update for final recommended pay scale	
		110-440-8225-Buildings & Facilities	46,700	0	-46,700	R-O-W acquisition for 205/295 E. Main St. expected to occur in FY 21/22	
		110-900-9899-Unappropriated Ending Balance	65,661	65,610	-51	Based on final adopted budget numbers	
Parks SDC Fund		410-900-9899-Unappropriated Ending Balance	10,200	18,080	7,880	Based on final adopted budget numbers	
Sewer Fund		240-490-5150-Public Works Director	31,736	32,078	342	Update for final recommended pay scale	
		240-490-5315-Social Security/Medicare	9,602	9,616	14	Update for final recommended pay scale	

Summary of changes from recommended to adopted budget - final adopted budget numbers

Expenditure	Sewer Fund	240-490-5320-Worker's Comp	6,684	6,714	30	Update for final recommended pay scale
		240-490-5450-Public Employees Retirement	24,636	24,671	35	Update for final recommended pay scale
		240-900-9899-Unappropriated Ending Balance	47,501	59,580	12,079	Based on final adopted budget numbers
	Sewer SDC Fund	440-900-9899-Unappropriated Ending Balance	7,604	13,172	5,568	Based on final adopted budget numbers
	Stormwater SDC Fund	445-900-9899-Unappropriated Ending Balance	16,911	22,295	5,384	Based on final adopted budget numbers
	Street Fund	312-490-5150-Public Works Director	3,870	3,912	42	Update for final recommended pay scale
		312-490-5315-Social Security/Medicare	1,192	1,196	4	Update for final recommended pay scale
		312-490-5320-Worker's Comp	1,756	1,763	7	Update for final recommended pay scale
		312-490-5450-Public Employees Retirement	3,062	3,071	9	Update for final recommended pay scale
		312-900-9899-Unappropriated Ending Balance	10,000	10,770	770	Based on final adopted budget numbers
	Street SDC Fund	412-900-9899-Unappropriated Ending Balance	0	4,736	4,736	Based on final adopted budget numbers
	Water Fund	230-490-5150-Public Works Director	31,736	32,078	342	Update for final recommended pay scale
		230-490-5315-Social Security/Medicare	9,602	9,616	14	Update for final recommended pay scale
		230-490-5320-Worker's Comp	7,448	7,482	34	Update for final recommended pay scale
		230-490-5350-Unemployment	8,348	9,363	1,015	Update for final recommended pay scale
230-490-5450-Public Employees Retirement		24,636	24,671	35	Update for final recommended pay scale	
230-900-9899-Unappropriated Ending Balance		22,824	36,770	13,946	Based on final adopted budget numbers	
Water SDC Fund	430-900-9899-Unappropriated Ending Balance	19,157	79,797	60,640	Based on final adopted budget numbers	
Revenue	Building Fund	220-335-4356-Building Permit Fees	63,166	63,214	48	Amount needed to balance the Building Fund
	General Fund	110-370-4849-Capital Asset Disposal	755,897	685,897	-70,000	Sale of 8 N Hyland Ln occurred in FY 21/22
	Sewer Fund	240-340-4425-Water/Sewer Sales	437,875	450,375	12,500	Final revenue projection based on updated EDU numbers
	Water Fund	230-340-4425-Water/Sewer Sales	444,737	454,373	9,636	Final revenue projection based on updated EDU numbers



Adopted Budget

Fiscal Year 2022-2023

Budget Committee Members

City Council

Don Bennett, Mayor
Gail Harris, Council President
Tim Stratis
Maureen Weathers
Jimmy Murray

Appointed Members

Bill George
Lon Dragt
Lisa Bee-Wilson
Vacant
Vacant

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

To: Mayor Bennett, Budget Committee, and Citizens of Lowell
From: Jeremy B. Caudle, City Administrator
Date: April 28, 2022
Re: City Administrator's Recommended Budget Message – FY 2022/2023

This is to present the City Administrator's recommended budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023. The total city budget is \$4,863,173, a \$365,142 (or 8.12%) increase over the adopted fiscal year 2021-2022 budget.

Prior to developing my funding recommendations, I met with City Council to understand the city's priorities for the upcoming fiscal year. The consensus that I heard was twofold. First, we need to complete projects that are already in progress. This includes the 70 N. Pioneer St. renovation. Second, we need to conserve resources by maintaining service levels, paying off debts, not assuming future debts, and obtaining grants. This budget takes these goals into account.

Last year, my budget message stated that "flexibility and rearranging of priorities will be required if circumstances do not work out as planned." Through your support and dedication, things have worked out as planned.

The 70 N. Pioneer St. renovation project is an example of our success over the past year. During the past 12 months, City Council created a design for the City Hall and Maggie Osgood Library renovation project. As part of that process, City Council engaged the community through surveys and a town hall meeting. City Council provided direction to staff on the financing plan for this project. We then secured the financing for this project, including a grant from The Ford Family Foundation, which had been pending for two years. The community also stepped up during our 2021 year-end fundraiser and donated \$13,723 for the library project. This brings the total donations received to \$32,288. Lastly, at the April 19 meeting, City Council voted to approve a general contractor for this project. After 3 years of planning, this project is finally starting. Our focus over the next year must be completing this project, moving administrative and library functions into the new facility, and restarting library services after a 4-year hiatus.

The direction that I have received from City Council to conserve and replenish our resources is prudent. During the past 4 years, the city has acquired properties to achieve the visions set forth in the "2019 Parks Master Plan" and "2019 Downtown Master Plan." Now that one of the key projects in these plans will be complete this year—the 70 N. Pioneer St. renovation—we should focus on improving our financial condition and maintaining service levels.

We will need to think creatively about how to achieve the other projects contemplated in the master plans. This includes obtaining grant funds, donations, in-kind support, and entering public-private partnerships.

The challenge in the next 3 to 5 years will be to balance our service level demands with limited resources. New development has increased the workload needed to maintain services at their current levels. We need additional resources in terms of staffing, equipment, and infrastructure to manage this workload. Our revenue base, however, is not yet at the point where we can afford these additional resources.

With the influx of new housing and residents, we face demands to provide additional services and to be more responsive. The library survey we conducted last fall demonstrated this. Respondents were divided between two options: a smaller, less expensive option and a larger, costlier option. In the law enforcement survey that I will present at a later meeting, you will see a similar split. Balancing these two perspectives—expanding versus conserving what we have—will be a challenge.

Trends and changes in revenues for FY 22/23

Property taxes. Property taxes are budgeted at \$178,646, a \$22,907 (or 14.71%) increase over the current year's budget. This factors in the value of 8 new housing permits closed as of December 31, 2021, along with increases in the property tax base due to rising property values. Current year property tax revenues—projected at \$182,500—have already exceeded what was budgeted.

The city's permanent tax rate is \$2.1613 per \$1,000 of taxable assessed value. Each dollar on the tax rate yields approximately \$82,656.73 in property tax revenue. This budget does not include any increases to the tax rate.

Intergovernmental and grant revenues. Intergovernmental revenues are payments from state and federal sources. This includes grants, as well as state revenue sharing. Intergovernmental revenues are budgeted at \$978,465. This is a \$116,146 (or 13.47%) increase over the current year's budget.

This largest part of intergovernmental revenues is a \$740,715 grant for the Rolling Rock Park phase 1 project. The city has a pending application from 2020 for the Land and Water Conversation Fund (LWCF) grant program. This application is for \$240,000, and it has a dollar-for-dollar matching requirement. The LWCF grant manager informed me in January that it is likely that the National Park Service will fund this project.

To meet the match requirement, I applied for a Local Government Grant Program (LGGP) grant in April. This application is for the remainder of the of the \$740,715 needed to fund the project. If we obtain the LGGP grant, then both grants will be able to match each other, making this a 100% grant funded project. We will know in August or September if we obtain the LGGP grant.

If we don't receive the LGGP grant, then we will need to withdraw our LWCF application, as we will not have the resources needed to meet the matching requirements. In that scenario, we have options on how we can proceed with the Rolling Rock Park project.

For instance, the LGGP program guidelines will allow us to apply the value of the property we acquired to consolidate Rolling Rock Park to meet matching requirements. To use the value of land acquisitions as a match, the land must have been acquired within the past 6-year period prior to the grant application. We will therefore be eligible to use this method until around 2025 or 2026. Also, since the LGGP program guidelines designate us as a "small community," our LGGP matching requirement will be 20% of the project cost. This could potentially allow us to request funding up to the \$750,000 amount, assuming our match consists entirely of the value of previous property acquisitions.

This budget also includes \$40,000 in grant funding for the library's opening day book collection. Our consultant, Penny Hummel, submitted two grant applications—each for \$20,000—to fund the opening day collection. A decision on those applications is still pending.

Note on ARPA funding. In my April 28, 2021 budget message, I described the American Rescue Plan Act (ARPA), which became law in March 2021. The adopted FY 21/22 budget allocated \$100,000 of the city's ARPA funding to the water fund, with the remaining \$140,000 budgeted in the general fund. I stated in last year's budget message that we should wait until the US Treasury Department published its final rule on the use of ARPA funding before deciding on how to spend our allotment.

The US Treasury Department published its final rule in January 2022. The final rule gives cities flexibility on how to spend their ARPA allotments. Our first report to the US Treasury Department is due April 30, 2022, and I intend to make the election, as permitted under the final rule, to declare our entire allotment to be "revenue replacement." The final rule states that we can use the revenue replacement category for ARPA funds for any general government service (with exceptions for paying off debt, paying legal judgments, replenishing fund balances, and so on).

The recommended budget anticipates that we will spend our entire allotment of ARPA funding. I allocated \$100,000 of ARPA funds to the water fund in the FY 21/22 budget. We spent \$29,000 of ARPA funds in fall 2021 to purchase new water meters. I recommend spending an additional \$30,000 in the current fiscal year for more water meters. In the FY 22/23 budget, I include an appropriation to spend the remaining water fund allocation for more water meters. With these purchases, each water customer will have a new water meter with remote-read capabilities.

In the FY 21/22 budget, I allocated the remaining ARPA funds—\$140,000—in the general fund. I programmed these funds towards paying for the 70 N. Pioneer St. renovation. We have not yet spent any of the general fund allocation. The city's contract accountant and I will coordinate on the timing of how to apply these dollars towards construction costs. Our plan is to use the ARPA funds first, then The Ford Family Foundation grant, followed by any other grants and donations, then the Business Oregon loan last.

Water and sewer fee increases. The revenues budgeted in the water and sewer funds assume an across-the-board increase of 5% to utility charges. The table to the right shows the current versus proposed rates.

Current versus proposed water and sewer rates

	Current	Proposed	Difference
Water charge per EDU - per month	\$26.87	\$28.21	\$1.34
Sewer charge per EDU - per month	\$63.94	\$67.14	\$3.20

Variable water rate per 1,000 gallon

0-5000 gallons	\$5.39	\$5.66	\$0.27
Over 5000 gallons	\$6.79	\$7.13	\$0.34

In developing this recommendation, I analyzed customer data and trends. I used that data

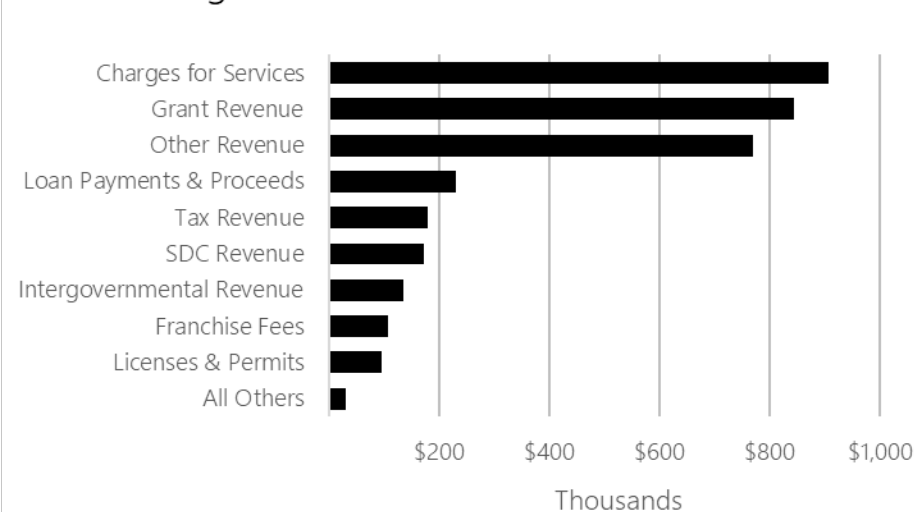
to estimate how much revenue different fee increase scenarios would generate. An across-the-board increase of 5% was the easiest way to generate the minimum amount necessary to maintain utility operations while keeping up with the cost of doing business. For the average household, this represents a base increase of \$4.54 per month. If water usage stays at 5,000 gallons per month, the average household’s utility bill would include an additional \$1.35 per month for the variable rate charge.

If a rate increase is not approved, we will need to make offsetting cuts to both the water and sewer funds. The water fund has faced declining fund balances over the past five years. Without additional resources, the water fund will need offsetting cuts to reverse the trend of declining fund balances.

This budget does not include increases to the system development charge (SDC) fees, which have not increased in years. The current water and sewer master planning efforts will assist us in updating the SDC fees. We are not required to update SDC fees in parallel with the budget process. I recommend that we complete the master plans before analyzing what SDC fee increases are necessary to

pay for future infrastructure needs. Our street, stormwater, and parks SDC fees are also outdated and will need to be updated in the future.

Utilities charges total 26% of all FY 23 revenues



Pictured: Revenues by category in the recommended FY 22/23 budget, sorted highest to lowest

Summary. The following table summarizes major changes in revenues from the FY 21/22 adopted budget to the recommended FY 22/23 budget.

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
1	General Fund	\$240,000 is budgeted for Land and Water Conservation Fund grant currently pending award. Also, \$500,715 is budgeted for Local Government Grant Program, which is under review. This is for the Rolling Rock Park Phase 1 Rehabilitation project. In FY 21/22, only the LWCF grant was budgeted.	\$240,000	\$740,715	\$500,715
2	General Fund	Capital asset disposal. Gross proceeds for the sale of surplus city property are budgeted. This includes: 8 N Hyland; northeastern corner of Rolling Rock Park; current City Hall location; and portion of 70 N Pioneer St campus. This also includes the sale of 205/295 E. Main St. for the contracted sale price of \$375,000. These sales proceeds are offset by selling costs. All proceeds of the sale should be directed towards paying off the Business Oregon to renovate 70 N Pioneer St.	\$418,700	\$755,897	\$337,197

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
3	General Fund	Property taxes. Based on projected new building, as well as increases in property values.	\$153,139	\$175,885	\$22,746
4	General Fund	Donations to fund the Paul Fisher share tree project.	\$0	\$13,000	\$13,000
5	General Fund	Water and sewer franchise fees. Based on increased gross sales revenues. Franchise fees are 5% of gross revenues.	\$38,835	\$46,686	\$7,851
6	General Fund	Land use and development. SDC/CET admin fees. These are based on new development, which is projected to increase in FY 22/23.	\$19,005	\$27,732	\$8,727
7	General Fund	Loan proceeds. The FY 21/22 budget included an estimated \$500,000 in loan proceeds to meet matching requirements for the Rolling Rock Park project. The city has made a decision not to finance this project through debt proceeds. The Business Oregon loan for 70 N Pioneer St is budgeted for FY 22/23.	\$500,000	\$230,224	(\$269,776)

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
8	General Fund	Library capital grant. We have already received the Ford Foundation grant, which is what was budgeted here in FY 21/22. The grants budgeted in FY 22/23 are for the opening day library collection.	\$225,500	\$40,000	(\$185,500)
9	General Fund	Operating grant. This account budgeted \$140,000 in ARPA funding in the General Fund. We will receive this full allocation by June 30. \$50,000 is budgeted to account for a grant commitment from Lane County for the 70 N Pioneer St project.	\$140,000	\$50,000	(\$90,000)
10	Building Fund	Projected increases in permit revenues due to new construction.	\$50,250	\$71,336	\$21,086
11	Sewer/ Water Funds	Projected increases in utility sales due to new customers (new housing construction) and recommended rate increase.	\$771,400	\$882,612	\$111,212

Net change from items listed above: \$2,556,829 \$3,034,087 \$477,258

Net change for all other revenues: \$491,202 \$438,686 (\$52,536)

Beginning balances: \$1,449,993 \$1,390,400 (\$59,593)

Total resources: \$4,498,024 \$4,863,173 \$365,129

Trends and changes in expenditures for FY 22/23

Personnel administration. This budget factors in a recommended update to the pay scale. The minimum salary on the pay scale has not kept up with employment market. We also have one employee who has reached the maximum pay grade, which makes them ineligible for future merit increases. This employee would be placed in a new pay grade under this system, giving them future room for salary growth. The table below shows my recommended updates using hourly wages. The updated pay scale has a 3.5% difference between pay steps, as opposed to the current 5% difference.

Each of our current employees will receive an increase in pay if the new pay scale is implemented. The average increase is 3.92%, though some employees will receive a higher increase and some a lower increase with the implementation of the new pay scale. I recommend updating the pay scale in lieu of a cost-of-living adjustment.

Position Title	Current Scale		Proposed Scale	
	Minimum	Maximum	Minimum	Maximum
Public Works Director	23.54	36.52	29.25	39.86
Utility Worker	18.90	29.32	21.25	28.96
City Clerk	18.06	28.02	20.75	28.28
Librarian/Special Events	15.75	24.43	18.00	24.53
Maintenance Worker	12.75	19.78	16.00	21.81
Temporary/Seasonal	12.75	19.78	16.00	21.81

One staffing difference from the FY 21/22 budget is budgeting a Librarian/Special Events Coordinator for the full fiscal year. My goal is to hire the new Librarian in July to assist with the library renovation project. This is a part-time position budgeted at 20 hours per week. The library will rely on volunteers to supplement the part-time Librarian.

Another change is related to the city's accountant services, which an independent contractor provides. The scope of our accountant's services includes preparing our financial statements, coordinating with the external auditor during the audit of our financial statements, providing bookkeeping services during the week, and undertaking other special projects. The demands on our accountant have increased to the point where they need to be in the office more than the agreed-upon 8 hours per week to perform routine accounting tasks. This budget includes an increase to pay for the contract accountant to be in the office a day and a half each week. This is an estimated increase of \$7,280. In the next 2 to 5 years, I believe we will need to consider transitioning this role into a part-time employee.

The seasonal grounds maintenance worker program was a success last year. This budget continues with funding the part-time, seasonal grounds maintenance worker. This provides the equivalent of 0.25 full-time employee to the Public Works Department.

70 N. Pioneer St. project. This budget anticipates the completion of the 70 N. Pioneer St. renovation. The new City Hall and Maggie Osgood Library will be located at 70 N. Pioneer St. The table below provides an estimate of costs and funding sources for the project.

This table will need to be updated as we get closer to budget adoption, along with the final budget figures for the adopted budget. As of this writing, some of the figures that I used to prepare the recommended budget are already out of date. For instance, I have received invoices for architectural services after I entered my recommended budget figures. The “estimated costs paid to date” line will increase prior to June 30.

Estimated costs and funding sources for 70 N. Pioneer St. project

Construction costs		Funding sources	
Base bid	387,000	Business Oregon loan	230,000
Alt 1 - Replace restroom tile	13,860	Ford Family Foundation grant	191,466
Alt 2 - Fire alarm system	10,286	Lane County	50,000
Alt 3 - Data cabling	10,946	Donations	32,288
Alt 4 - Casework B	28,564	State Library of Oregon	12,000
Allowance for additional stacks	40,658	Pending grants for opening day collection	40,000
	Sub-total: 491,314		Sub-total: 555,754
Non-construction costs		Total ARPA allocation to General Fund	140,000
Permits, architectural/engineering fees, project management	103,834	ARPA funding allocated to the project	107,470
Change order contingency	25,000	ARPA funding remaining	32,530
IT/telephone contract with LCOG	28,904		
Library technology	12,000		
Opening day book collection	40,000		
	Sub-total: 209,738		
	Total costs: 701,052		
Less:			
Estimated costs paid to date	37,828		
Total remaining costs:	663,224		

Also, the contractor will start work soon, which means that this project will straddle two fiscal years. I included a buffer in my current year-end projects, as well as in the recommended budget, for the construction costs. That's because we don't know what percentage of the project will be completed this fiscal year or next. If you total the amounts in account "8225-Buildings and Facilities" across the Administration and Library departments for FY 21/22 year-end and FY 22/23, the amount will be higher than the project budget. The difference comprises the buffer that I added to make sure that appropriations don't exceed budgeted amounts in case more construction is completed in one year compared to the other. If the contractor completes a significant proportion of the project prior to June 30, a supplemental budget may be required.

As shown under "Funding sources," our ARPA allocation fills in the funding gap. As we receive invoices for the project, however, we should allocate ARPA dollars to the project first. Once we exhaust the ARPA funds, then we should use the Business Oregon loan proceeds. This approach may result in us not needing to use the entire loan amount.

We may want to add improvements to the scope of work. One example includes improvements to the gate by installing a cantilever system. This would make it easier for staff to open and close the facility. The non-construction costs budget also has a small allowance for furniture and the security system. The actual costs to meet our furniture and security needs may be higher than the allowance. We need to be flexible in case unanticipated issues or opportunities arise.

I have entered higher budget numbers for utilities for both the Library and Administration Departments considering we will be moving into a larger building. The number of people using the building will also be higher. Without historical data on which to base a projection, my estimates for utilities expenditures are an educated guess.

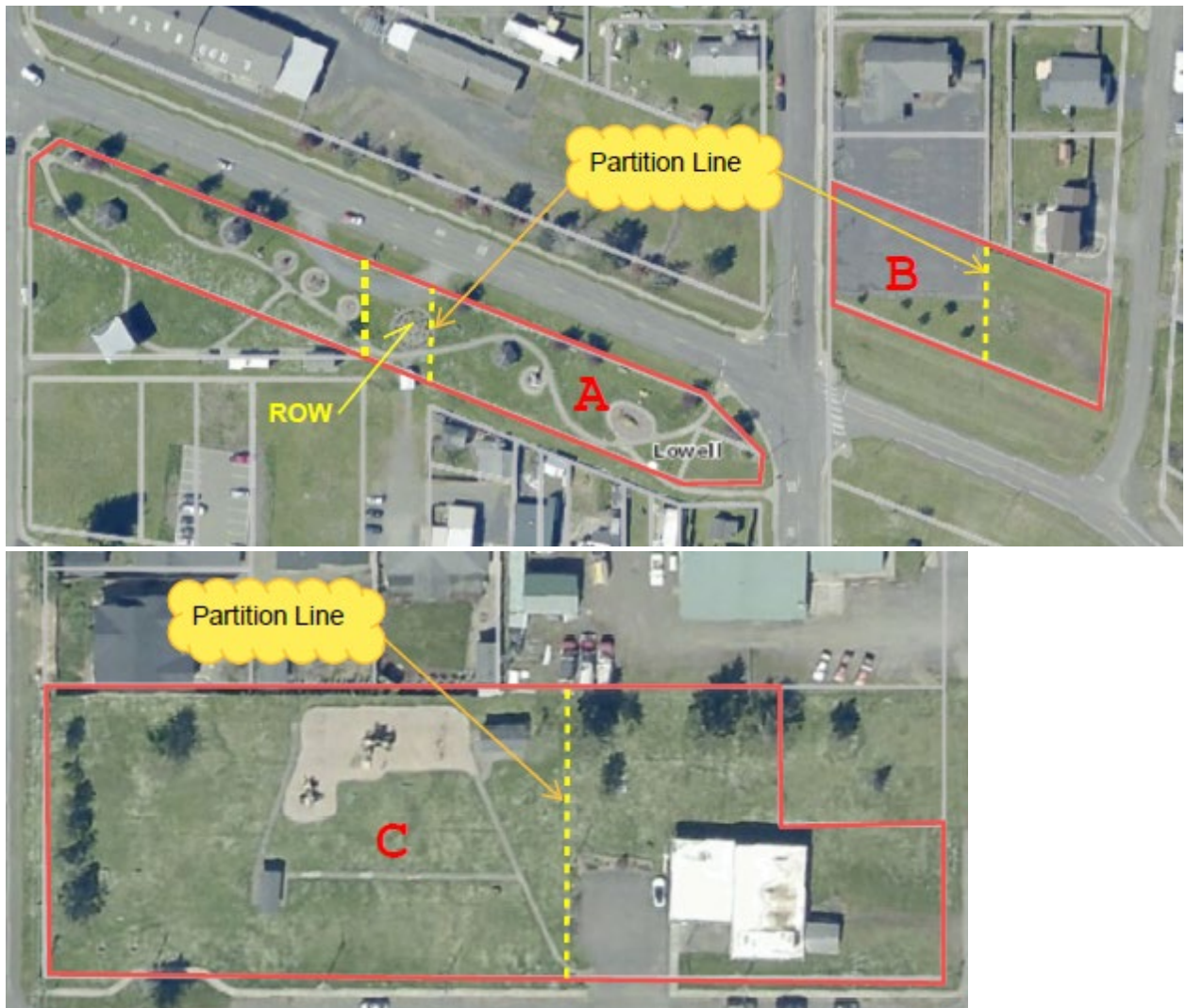
Other items include a budget for a half-time Librarian for the entire fiscal year. We also have grants pending for the opening-day book collections. The amount of those grants—\$40,000—is budgeted in the "8335-Equipment and furnishings" account in the Library Department.

Property sales. This budget contemplates the sale of 4 surplus properties that the city owns. The first is 8 N. Hyland Ln., with an assumed sale price of \$70,000. This property is already for sale.

The next 3 properties will need to be partitioned off existing property and turned into legal lots. City Council approved surveying work at the November 2, 2021 meeting to accomplish this. The surveying field work is complete, and staff are waiting on the City Engineer and surveying company to prepare the final paperwork to record these lots. Afterwards, we will prepare these properties for sale.

An illustration of the new tax lots to be created and sold as surplus property is below.¹ Those properties include: portion of 70 N. Pioneer St. campus (estimated sale price of \$90,000); portion of Rolling Rock Park (estimated sale price of \$149,145); and the current City Hall campus (estimated sale price of \$120,000). That totals \$429,145 in gross sales revenues, or \$403,396 in net revenues if we factor in a 6% commission fee to have a real estate professional sell the properties.

New tax lots to be created and sold as surplus property



The recommended budget also includes the sale of 205/295 E. Main St. for the agreed-upon price of \$375,000, which will net the city \$352,500 once the 6% commission fee is accounted for.

¹ Note that City Council voted to adjust the partition line for the current City Hall. That partition line will be moved so that the parking lot will remain with Paul Fisher Park.

The budget includes offsetting selling expenditures. For example, asbestos testing, demolition costs, and property disposal costs for the current City Hall building are estimated at \$75,500. The budget assumes that we will use the property sales proceeds to pay off the Business Oregon loan for the 70 N. Pioneer St. project. The forestry equipment exhibits on the Rolling Rock Park property will need to be moved prior to sale. The pending grant application for Rolling Rock Park contemplates relocating that equipment to the southwestern corner of the park. If the grant application is not approved, however, the city will need to move that equipment at its expense.

The budget also factors in the sale of 205/295 E. Main St. This includes the purchase of Lane County right-of-way for \$45,700 to consolidate the lot. This also includes paying off the current loan with Government Capital Corporation for \$307,980. The sale of 205/295 E. Main St. is currently under contract. It is possible that we can complete the conditions to sale and finalize the transaction prior to June 30. In that case, we can adjust the recommended budget prior to adoption to reflect the sale of 205/295 E. Main St.

Assuming the sale revenues and expenditures listed above are correct, I estimate that the city will net around \$40,000. That includes the sale costs that the city has already incurred for 205/295 E. Main St., such as the environmental testing, underground storage tank decommissioning, and asbestos remediation.

The timing of the property sales may not match up with the fiscal year. For instance, some properties may sell prior to June 30, 2022, and other properties may sell in the FY 23/24 fiscal year. What's important is the understanding that every dollar from these sales should be directed towards paying off the loan to finance the 70 N. Pioneer St. renovation.

Other funding recommendations. A summary of other funding recommendations is as follows:

- **Blackberry Jam Festival Fund.** The Blackberry Jam Festival Fund includes appropriations and estimated revenues associated with an event to be held in July. This will be the first time the city has held the Blackberry Jam Festival since 2019. The amounts budgeted are estimates, though on the high end to ensure the committee members have enough budget to work with.
- **Building Fund.** The Building Fund has an appropriation of \$10,000 for equipment and furnishings. Since Building Fund functions occur at City Hall, I have included this appropriation to pay for any file cabinets or other new furnishings needed for the Building Department.
- I included an appropriation of \$5,936 for maintenance to the covered bridge. This is offset with the tourism grant that we receive every year. This could be used to repair the pull-down gate.
- I did not include an appropriation for a new well system at Paul Fisher Park. Staff are in the process of obtaining quotes from well contractors. We obtained one quote for \$10,000 after the recommended budget numbers were finalized. This includes trenching and installing the lines, installing electrical services, and placement of a water storage tank. It is likely that the savings in utilities expenditures will pay for this project. Staff are evaluating if the Parks Department's budget has enough funds to pay for this out of the current year's budget. More information on this will be forthcoming.

- Oregon RAIN has requested an increase from \$7,500 to \$10,000. This request is included in the recommended budget. This is to pay for the Venture Catalyst position, who provides consulting services to Lowell area entrepreneurs. Oregon RAIN has proposed that the city contract with them for an additional Entrepreneur-in-Community for an estimated \$12,000. This would be to fund a part-time position, employed by RAIN, to supplement consulting services in the Lowell area. I do not recommend funding the Entrepreneur-in-Community currently. However, grant opportunities exist to pay for most or all the position. We should explore those grant opportunities in the next fiscal year.
- **SDC Funds.** Compared to the current fiscal year, I have included appropriations in the SDC funds for any capacity-increasing projects that we may want to undertake. The Sewer SDC fund has an appropriation of \$99,000 for the remainder of the master plan. (Half of the wastewater treatment master plan was left out of the FY 21/22 budget in error. The City Engineer will complete the other half in July if an appropriation for the remainder is approved.) The Sewer SDC fund also has an appropriation of \$35,000 for capacity-increasing projects, such as system repairs to mitigate inflow and infiltration into the system. The Parks SDC Fund has an appropriation of \$80,313 for parks improvements. The parks improvements should be geared towards increasing user capacity. I believe that improvements to the restrooms would qualify, such as installation of stainless-steel fixtures and heavy-duty, timed locks.
- **Street Fund.** The Street Fund has an appropriation of \$70,000 for street improvements projects. We could potentially use these funds to start implementing recommendations from the “2019 Downtown Master Plan,” such as signage, sidewalk, or other improvements. I recommend approving an appropriation then identifying the projects we want to work on.
- **Water and Sewer Reserve Funds.** These funds are for our USDA loans. USDA requires us to have a certain number of months’ worth of loan payments in reserve. Both funds are fully funded. We will use the balance in these funds to make final loan payments.
- **Law enforcement services.** A survey on citizens’ preferences on law enforcement services is underway. If interest in expanding law enforcement services is strong, City Council may wish to refer a measure to the voters in November on a property tax or fee increase to pay for the services. If the voters approve a property tax increase, the most feasible way to pay for an expanded law enforcement contract, it would go into effect on July 1, 2023. The law enforcement contract would therefore be effective starting in the 2023/2024 fiscal year.

Summary. The following table summarizes major changes in expenditures from the FY 21/22 adopted budget to the recommended FY 22/23 budget.

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Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
1	SDC Funds	<p>The SDC funds include appropriations for different improvements projects, some of which can be determined during the fiscal year. For instance, the parks SDC fund includes a \$80,313 budget for parks improvements. The sewer SDC fund includes an appropriation of \$99,000 to complete the master plan. The water SDC fund appropriates \$300,000 for any needs identified in the forthcoming master plan. Capacity expansion projects were not included in the current year's budget, which accounts for the increase.</p>	\$206,062	\$739,573	\$533,511
2	General Fund	<p>Loan principal payments in FY 21/22 included the E. Main St. loan. FY 22/23 includes this loan, along with paying off the Business Oregon loan for 70 N Pioneer St with proceeds from property sales.</p>	\$298,000	\$538,204	\$240,204

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
3	General Fund	Building repair and maintenance. This includes costs anticipated to prepare the 107 E 3rd St property for sale: asbestos testing, possible asbestos remediation, demolition costs, additional engineering work (if needed). This also includes costs to prepare the 70 N Pioneer St portion for sale.	\$5,656	\$80,200	\$74,544
4	Building Fund	The increase is due to projected new construction in FY 22/23. Also includes an allocation of Public Works Director personnel services, which is new for FY 22/23. Includes an additional \$4,500 in legal services to assist in drafting code updates that Northwest Building Code has recommended. These increases are offset by revenues from permit fees.	\$49,230	\$121,470	\$72,240

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
5	General Fund	Contingency. A higher amount of contingency is budgeted this year. If we do not spend contingency funds, then these appropriations will lapse. City Council action is required to transfer contingency funds to other accounts. The amount of contingency budgeted leaves ending budgeted fund balance at approximately 2 months of operating expenditures.	\$39,825	\$97,186	\$57,361
6	Water Fund	Water system improvements. \$33,416 is budgeted for new water meters, to be paid for with ARPA funds. \$10,000 is budgeted in this account for unanticipated, emergency repair needs throughout the year.	\$0	\$43,416	\$43,416
7	General Fund	This is for the opening day book collection at the library. We have grant applications pending to offset these costs.	\$0	\$40,000	\$40,000
8	Sewer Fund	Building and facilities. This is to purchase a new gate for the wastewater treatment plant.	\$0	\$25,000	\$25,000

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
9	Sewer Fund	Sewer systems. This is for inflow and infiltration improvements to the wastewater collection infrastructure, as well as unanticipated need.	\$0	\$25,000	\$25,000
10	Multiple	Increases are budgeted for electricity, water, sewer, internet, telephone, and gas.	\$78,396	\$99,930	\$21,534
11	Black-berry Jam	Includes appropriations for FY 22/23, since a festival is planned in July. Appropriations for a festival were not budgeted in FY 21/22 due to COVID-19	\$6,750	\$23,142	\$16,392
12	Sewer Fund	Budgeted increases for electricity, water/sewer analysis, chemicals and lab supplies, other general supplies, and gasoline.	\$54,700	\$67,500	\$12,800
13	General Fund	This is for the phase 1 Rolling Rock Park rehabilitation. We have two grant applications pending for this project. If we don't receive the grant, then we won't start this project in FY 22/23. This account also has \$13,000 budgeted for the Paul Fisher shade tree program, to be offset by community donations.	\$740,000	\$752,715	\$12,715

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
14	Multiple	Personnel expenditures. Personnel increases include: salary, overtime, and workers' compensation increases (\$16,621) and health insurance (\$7,192). A decrease of \$12,062 is included compared to FY 21/22, based on the new City Clerk having a lower pay grade than the previous City Clerk.	\$605,592	\$613,300	\$7,708
15	Water Fund	Budgeted increases for electricity, water/sewer analysis, chemicals and lab supplies, other general supplies, and gasoline.	\$47,200	\$54,750	\$7,550
16	Multiple	An increase is budgeted for external auditing services. Contract accountant services are budgeted based on 12 hours per week, instead of 8 hours per week.	\$32,815	\$38,976	\$6,161
17	General Fund	Land use and development costs have been trending higher, due to increase development activity. This is partially offset by land use application fees. Staff intend to be diligent in billing for land use application fees in FY 22/23, pursuant to Ordinance 228.	\$20,000	\$25,000	\$5,000

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
18	General Fund	A full year's interest is budgeted for the loan on the 205/295 E Main St property. This is a conservative estimate, as this property is currently under contract. The sale is on hold pending the results of the underground gasoline storage tank decommissioning. This also includes interest payments on the Business Oregon loan.	\$8,010	\$13,005	\$4,995
19	General Fund	Increased maintenance is budgeted for the covered bridge, offset by tourism operating grant.	\$2,102	\$6,000	\$3,898
20	Sewer Fund	Contingencies are budgeted at a smaller amount since \$15,000 is budgeted in the "sewer systems" account for unanticipated or emergency repair needs throughout the year.	\$40,342	\$20,000	(\$20,342)

Item #	Fund Name	Description	FY 21/22 Budget	FY 22/23 Recommended	Increase/ (Decrease)
21	General Fund	Other contract services. Amounts budgeted in FY 21/22 for park cleaning due to COVID-19 is not recommended. Amounts budgeted in this account include: \$10,000 for Oregon RAIN; \$5,000 library consulting fees; \$4,880 for climate-controlled storage for City Hall documents; among others.	\$44,000	\$22,380	(\$21,620)
22	General Fund	The FY 21/22 budget included loan principal for the Rolling Rock Park project. This budget does not recommend additional loan funding for parks projects. The principal and interest payments budgeted for parks is only to pay off current loans from 2018 and 2019 to acquire the southern half of Rolling Rock Park.	\$68,171	\$8,530	(\$59,641)

Net change from items listed above:	\$2,346,851	\$3,455,277	\$1,108,426
Net change for all other expenditures:	\$1,093,438	\$1,147,842	\$46,904
Unappropriated ending balances and reserves for future use:	\$1,057,742	\$260,054	(\$797,688)
Total requirements:	\$4,498,031	\$4,863,173	\$357,642

Additional statements on financial policies

Statement on balanced budget requirements. The Local Budget Law requires municipal budgets to be balanced. The law defines a *balanced budget* as being “reconciled so that the total amount of expenditures and other requirements in each fund equals the total amount of resources in the fund for the same period” (O.R.S 294.388[1]). As shown in the fund financial summaries below, each fund meets this requirement.

Statement on basis of accounting and other financial policies. This budget does not anticipate any changes in the basis of accounting used in previous years, as well as any other financial policies.

Compliance with City Council Resolution #644. In April 2016, City Council adopted Resolution #644. This resolution modified the fiscal policies and financial management procedures originally set forth in Resolution #571, as adopted in May 2012. The modified fiscal policies in Resolution #644 set forth two goals:

- Budgeting contingency costs in each fund at 10% to 15% of personnel services plus “normal materials and services,” excluding the Blackberry Jam Festival Fund, and
- Maintaining a target level for unrestricted fund balance of 17% of budgeted operating expenditures.

Note that these are described as being “goals,” not requirements.

The amounts budgeted for contingencies and ending fund balances are itemized on the fund financial summaries and estimate worksheets in the sections below. The following table also shows unappropriated balances; budgeted contingency; and budgeted amounts for materials, services, and personnel. The percentage of unappropriated balances of operating expenditures and contingencies as a percentage of operating expenditures is also shown.

I have budgeted contingencies higher in the General Fund to give us flexibility in case of unanticipated needs, especially with uncertainties associated with moving City Hall and library functions into the new facility. Contingencies are also higher in the Building Fund to ensure we don’t exceed appropriations in case building activity continues at its unprecedented level. Contingency funds require City Council approval to transfer into operating or other accounts.

If we don’t spend contingency funds, those appropriations lapse, contributing to higher than budgeted ending fund balances. The final column shows ending fund balance, assuming we don’t spend any contingency funds. The best-case scenario shows the General Fund with an ending FY 22/23 fund balance totaling 33.77% of operating expenditures, well above the target amount of 17%.

The best-case scenario for the Water Fund shows ending fund balance at 10.92% of operating expenses. However, the Water Fund also includes additional cushion to pay for unanticipated and emergency repairs. If we don't have emergency repairs in FY 22/23, then ending fund balances could end up higher than projected.

#	Fund Name	[1] Unappropriated FY 22/23 balance	[2] Materials & Services/ Personnel	[3] Contingency	[4] Contingency as % [2]	[5] Unappropriated balance as % of [2]	[6] Total Contingency and Unappropriated Balance
110	General Fund	65,661	482,169	97,186	20.2%	13.6%	162,847
220	Building Fund	10	92,720	18,750	20.2%	0.0%	18,760
230	Water Fund	22,824	391,998	20,000	5.1%	5.8%	42,824
240	Sewer Fund	47,501	421,775	20,000	4.7%	11.3%	67,501
312	Street Fund	10,000	93,220	10,819	11.6%	10.7%	20,819
314	Blackberry Jam	5,007	23,142	0	0.0%	21.6%	5,007
410	Parks SDC Fund	10,200	10,000	0	0.0%	102.0%	10,200
412	Street SDC Fund	0	15,000	0	0.0%	0.0%	0
430	Water SDC Fund	19,157	80,000	0	0.0%	23.9%	19,157
440	Sewer SDC Fund	7,604	99,000	0	0.0%	7.7%	7,604
445	Stormwater SDC Fund	16,911	20,000	0	0.0%	84.6%	16,911
520	Water Reserve Fund	0	0	0	0.0%	0.0%	0
521	Sewer Reserve Fund	0	0	0	0.0%	0.0%	0

Acknowledgments

A project of this magnitude requires a team effort to be successful. Several City of Lowell team members assisted me in preparing the recommended budget. Layli Nichols, contract accountant, assisted with preparing year-end projections, projected debt payments, and personnel budget numbers. Layli also assisted with reviewing the budget numbers for accuracy. Max Baker, Public Works Director, prepared recommendations for Public Works Departments and the Parks Department. Max also provided information on utility customers that was useful in preparing water and sewer fee revenue projections. Sam Dragt, City Clerk, provided information on the invoices that we pay on a regular basis. This budget would not be possible without the contributions of these team members.

Next steps

The Budget Committee meets on May 4 to receive the recommended budget. At this meeting, the Budget Committee may vote to recommend approval of the budget and the property tax levy. Alternatively, the Budget Committee may choose to hold additional meetings on the budget prior to voting on a final recommendation. A second Budget Committee meeting is tentatively scheduled for May 12, if necessary. Both meetings are scheduled at 6:00 pm, to be held at the Lowell Rural Fire Protection District meeting room.

I recommend that City Council hold a public hearing on the budget at its June 7 regular meeting. I also recommend that City Council adopt the budget at its June 21 meeting to allow enough time for citizen comment from the June 7 meeting to be considered. City Council must adopt a budget before July 1.

The recommended budget is a first draft. I anticipate that the Budget Committee and City Council may wish to make changes to the recommended budget.

Some of these budget numbers will also change as we refine our end-of-year projections, as well as our estimates for the next year.

We welcome questions and comments from our citizens on the budget. This budget will be posted on the city's website for public inspection.

Sincerely,

A handwritten signature in black ink that reads "J. Caudle". The signature is written in a cursive, flowing style.

Jeremy B. Caudle
City Administrator

FY 2022/2023 Budget Summary

Summary of revenues and other resources by fund:

	General Fund	Water Fund	Sewer Fund	SDC and Reserve Funds	Other Governmental Funds	Grand Total
Beginning Balance	341,048	62,044	149,181	788,242	162,474	1,502,989
Charges for Services	9,737	468,623	450,375	-	-	928,735
Current Year Change	-	-	-	-	-	-
Fines & Forfeitures	5,000	-	-	-	-	5,000
Franchise Fees	108,686	-	-	-	-	108,686
Fundraising & Event Revenue	-	-	-	-	16,597	16,597
Grant Revenue	843,301	-	-	-	-	843,301
Intergovernmental Revenue	43,700	-	-	-	91,464	135,164
Investment Revenue	1,252	273	662	1,570	231	3,988
Licenses & Permits	19,795	4,125	1,725	-	71,374	97,019
Loan Payments & Proceeds	230,224	-	-	-	-	230,224
Miscellaneous Revenue	800	2,000	1,600	-	500	4,900
Other Revenue	699,397	-	-	-	-	699,397
Reimbursement Revenue	-	-	-	-	-	-
SDC Revenue	940	14,900	12,360	143,020	2,080	173,300
Tax Revenue	178,646	-	-	-	-	178,646
Transfers In	-	-	-	-	-	-
Grand Total	2,482,526	551,965	615,903	932,832	344,720	4,927,946

Summary of expenditures and other requirements by fund:

	General Fund	Water Fund	Sewer Fund	SDC and Reserve Funds	Other Governmental Funds	Grand Total
Personal Services	155,797	210,904	209,121	-	39,554	615,376
Capital Outlay	1,245,908	43,416	60,000	515,573	85,000	1,949,897
Materials & Services	326,467	182,534	213,075	224,000	169,648	1,115,724
Transfers Out	-	-	-	-	-	-
Contingencies	97,186	20,000	20,000	-	29,569	166,755
Debt Service	591,558	58,341	54,127	-	5,172	709,198
Reserves & Ending Balances	65,610	36,770	59,580	193,259	15,777	370,996
Grand Total	2,482,526	551,965	615,903	932,832	344,720	4,927,946

Fund Summaries

General Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
General Fund	716,251	939,812	2,274,435	1,090,922	2,482,526
Beginning Balance	297,503	272,113	410,423	205,803	341,048
Charges for Services	5,107	3,388	6,025	10,755	9,737
Fines & Forfeitures	2,824	5,966	3,146	8,140	5,000
Franchise Fees	62,927	59,158	100,735	113,732	108,686
Fundraising & Event Revenue	6,100	12,366	0	13,270	0
Grant Revenue	72,137	67,784	615,700	356,052	843,301
Intergovernmental Revenue	37,137	39,141	42,407	38,503	43,700
Investment Revenue	5,069	1,592	2,500	1,220	1,252
Licenses & Permits	73,993	1,669	16,075	18,451	19,795
Loan Payments & Proceeds	0	307,978	500,000	80,000	230,224
Miscellaneous Revenue	2,262	6,273	2,250	704	800
Other Revenue	85	1,000	418,700	60,758	699,397
Reimbursement Revenue	0	0	0	0	0
SDC Revenue	376	188	735	1,034	940
Tax Revenue	150,731	155,147	155,739	182,500	178,646
Transfers In	0	6,049	0	0	0
Grand Total	716,251	939,812	2,274,435	1,090,922	2,482,526

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
General Fund	716,251	939,812	2,274,435	1,090,922	2,482,526
Personal Services	102,263	103,009	151,268	124,764	155,797
Capital Outlay	28,187	309,230	1,242,815	348,647	1,245,908
Contingencies	0	0	39,825	0	97,186
Debt Service	40,346	46,353	406,359	40,348	591,558
Materials & Services	267,344	238,221	263,420	236,115	326,467
Reserves & Ending Balances	272,111	205,799	170,748	341,048	65,610
Transfers Out	6,000	37,200	0	0	0
Grand Total	716,251	939,812	2,274,435	1,090,922	2,482,526

Sewer Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Sewer Fund	560,387	575,039	653,729	630,145	615,903
Beginning Balance	176,148	150,205	214,849	184,427	149,181
Charges for Services	361,249	386,433	406,700	406,517	450,375
Grant Revenue	0	24,364	20,000	20,000	0
Investment Revenue	1,899	734	2,150	632	662
Licenses & Permits	805	575	1,150	3,968	1,725
Loan Payments & Proceeds	0	0	0	0	0
Miscellaneous Revenue	2,187	3,589	2,700	1,005	1,600
Other Revenue	0	0	0	0	0
SDC Revenue	5,241	3,090	6,180	13,596	12,360
Transfers In	12,858	6,049	0	0	0
Grand Total	560,387	575,039	653,729	630,145	615,903

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Sewer Fund	560,387	575,039	653,729	630,145	615,903
Personal Services	169,295	184,403	213,420	213,418	209,121
Capital Outlay	42,745	0	6,000	23,377	60,000
Contingencies	0	0	40,342	0	20,000
Debt Service	51,232	50,544	50,265	50,265	54,127
Materials & Services	139,338	149,750	198,734	193,904	213,075
Reserves & Ending Balances	150,202	184,422	144,968	149,181	59,580
Transfers Out	7,575	5,920	0	0	0
Grand Total	560,387	575,039	653,729	630,145	615,903

Water Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Water Fund	473,422	668,399	558,894	561,178	551,965
Beginning Balance	140,328	112,957	45,554	41,482	62,044
Charges for Services	318,844	348,437	378,940	373,281	468,623
Grant Revenue	0	817	120,000	120,000	0
Investment Revenue	1,978	372	2,200	290	273
Licenses & Permits	1,250	6,500	2,750	8,625	4,125
Loan Payments & Proceeds	0	185,358	0	0	0
Miscellaneous Revenue	2,399	4,929	2,000	1,110	2,000
Other Revenue	800	0	0	0	0
Reimbursement Revenue	0	0	0	0	0
SDC Revenue	7,823	2,980	7,450	16,390	14,900
Transfers In	0	6,049	0	0	0
Grand Total	473,422	668,399	558,894	561,178	551,965

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Water Fund	473,422	668,399	558,894	561,178	551,965
Personal Services	169,295	184,402	211,358	211,355	210,904
Capital Outlay	16,026	188,103	27,500	66,584	43,416
Contingencies	0	0	35,532	0	20,000
Debt Service	64,079	64,080	58,614	58,614	58,341
Materials & Services	101,127	174,595	152,700	162,581	182,534
Reserves & Ending Balances	112,957	41,479	73,190	62,044	36,770
Transfers Out	9,938	15,740	0	0	0
Grand Total	473,422	668,399	558,894	561,178	551,965

Street Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Street Fund	170,674	451,941	130,960	170,803	195,043
Beginning Balance	90,839	67,703	63,711	76,011	101,288
Grant Revenue	0	213,264	0	0	0
Intergovernmental Revenue	76,643	78,419	64,212	91,454	91,464
Investment Revenue	1,424	173	1,400	218	211
Loan Payments & Proceeds	0	83,092	0	0	0
Miscellaneous Revenue	0	4,841	77	0	0
Other Revenue	0	0	0	0	0
Reimbursement Revenue	0	0	0	0	0
SDC Revenue	1,768	416	1,560	3,120	2,080
Transfers In	0	4,033	0	0	0
Grand Total	170,674	451,941	130,960	170,803	195,043

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Street Fund	170,674	451,941	130,960	170,803	195,043
Personal Services	17,986	19,288	24,506	24,504	25,987
Capital Outlay	44,228	320,195	0	0	75,000
Contingencies	0	0	7,368	0	10,819
Debt Service	0	0	5,175	5,188	5,172
Materials & Services	36,757	36,448	48,046	39,823	67,295
Reserves & Ending Balances	67,703	76,010	45,865	101,288	10,770
Transfers Out	4,000	0	0	0	0
Grand Total	170,674	451,941	130,960	170,803	195,043

Building Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Building Fund	0	56,357	70,105	137,453	121,528
Beginning Balance	0	0	19,855	29,944	50,144
Investment Revenue	0	9	0	9	10
Licenses & Permits	0	19,129	50,250	107,500	71,374
Miscellaneous Revenue	0	19	0	0	0
Other Revenue	0	0	0	0	0
Transfers In	0	37,200	0	0	0
Grand Total	0	56,357	70,105	137,453	121,528

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Building Fund	0	56,357	70,105	137,453	121,528
Personal Services	0	4,302	5,040	5,036	13,567
Capital Outlay	0	0	0	0	10,000
Contingencies	0	0	7,959	0	18,750
Materials & Services	0	22,109	36,231	82,273	79,211
Reserves & Ending Balances	0	29,946	20,875	50,144	0
Grand Total	0	56,357	70,105	137,453	121,528

Blackberry Jam Festival Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Blackberry Jam	30,943	14,580	14,545	16,504	28,149
Beginning Balance	16,392	12,510	10,545	11,468	11,042
Fundraising & Event Revenue	14,163	2,066	4,000	5,033	16,597
Investment Revenue	7	4	0	3	10
Miscellaneous Revenue	101	0	0	0	500
Other Revenue	280	0	0	0	0
Grand Total	30,943	14,580	14,545	16,504	28,149

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Blackberry Jam	30,943	14,580	14,545	16,504	28,149
Contingencies	0	0	0	0	0
Materials & Services	18,435	3,112	6,750	5,462	23,142
Reserves & Ending Balances	12,508	11,468	7,795	11,042	5,007
Transfers Out	0	0	0	0	0
Grand Total	30,943	14,580	14,545	16,504	28,149

Sewer SDC Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Sewer SDC Fund	139,745	146,160	162,810	178,868	147,172
Beginning Balance	128,017	139,745	145,745	146,159	125,252
Investment Revenue	2,646	1,060	1,000	579	500
SDC Revenue	9,082	5,355	16,065	32,130	21,420
Transfers In	0	0	0	0	0
Grand Total	139,745	146,160	162,810	178,868	147,172

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Sewer SDC Fund	139,745	146,159	162,810	178,868	147,172
Capital Outlay	0	0	0	0	35,000
Materials & Services	0	0	53,616	53,616	99,000
Reserves & Ending Balances	139,745	146,159	109,194	125,252	13,172
Grand Total	139,745	146,159	162,810	178,868	147,172

Water SDC Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Water SDC Fund	311,502	329,228	386,952	475,654	459,797
Beginning Balance	265,465	311,502	328,502	329,228	382,697
Investment Revenue	5,822	2,406	1,000	1,526	500
SDC Revenue	40,215	15,320	57,450	144,900	76,600
Transfers In	0	0	0	0	0
Grand Total	311,502	329,228	386,952	475,654	459,797

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Water SDC Fund	311,502	329,228	386,952	475,654	459,797
Capital Outlay	0	0	0	0	300,000
Materials & Services	0	0	102,446	92,957	80,000
Reserves & Ending Balances	311,502	329,228	284,506	382,697	79,797
Grand Total	311,502	329,228	386,952	475,654	459,797

Street SDC Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Street SDC Fund	47,330	50,028	58,710	68,006	79,996
Beginning Balance	36,617	47,330	49,630	50,028	68,006
Investment Revenue	649	330	200	218	150
SDC Revenue	10,064	2,368	8,880	17,760	11,840
Transfers In	0	0	0	0	0
Grand Total	47,330	50,028	58,710	68,006	79,996

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Street SDC Fund	47,330	50,028	58,710	68,006	79,996
Capital Outlay	0	0	40,000	0	60,260
Materials & Services	0	0	5,000	0	15,000
Reserves & Ending Balances	47,330	50,028	13,710	68,006	4,736
Grand Total	47,330	50,028	58,710	68,006	79,996

Stormwater SDC Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Stormwater SDC Fund	44,978	47,976	59,008	68,635	82,295
Beginning Balance	33,379	44,978	48,278	47,976	68,635
Investment Revenue	585	306	635	209	200
SDC Revenue	11,014	2,692	10,095	20,450	13,460
Transfers In	0	0	0	0	0
Grand Total	44,978	47,976	59,008	68,635	82,295

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Stormwater SDC Fund	44,978	47,976	59,008	68,635	82,295
Capital Outlay	0	0	0	0	40,000
Materials & Services	0	0	0	0	20,000
Reserves & Ending Balances	44,978	47,976	59,008	68,635	22,295
Grand Total	44,978	47,976	59,008	68,635	82,295

Parks SDC Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Parks SDC Fund	54,359	58,681	72,725	88,493	108,393
Beginning Balance	45,622	54,359	57,750	58,682	88,493
Investment Revenue	857	382	200	261	200
SDC Revenue	7,880	3,940	14,775	29,550	19,700
Transfers In	0	0	0	0	0
Grand Total	54,359	58,681	72,725	88,493	108,393

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Parks SDC Fund	54,359	58,681	72,725	88,493	108,393
Capital Outlay	0	0	0	0	80,313
Materials & Services	0	0	0	0	10,000
Reserves & Ending Balances	54,359	58,681	72,725	88,493	18,080
Grand Total	54,359	58,681	72,725	88,493	108,393

Sewer Reserve Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Sewer Reserve Fund	9,827	15,751	15,756	15,754	15,764
Beginning Balance	8,246	9,826	15,754	15,751	15,754
Investment Revenue	6	5	2	3	10
Transfers In	1,575	5,920	0	0	0
Grand Total	9,827	15,751	15,756	15,754	15,764

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Sewer Reserve Fund	9,827	15,751	15,756	15,754	15,764
Reserves & Ending Balances	9,827	15,751	15,756	15,754	15,764
Transfers Out	0	0	0	0	0
Grand Total	9,827	15,751	15,756	15,754	15,764

Water Reserve Fund

Resources:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Water Reserve Fund	23,643	39,395	39,402	39,405	39,415
Beginning Balance	19,692	23,643	39,398	39,395	39,405
Investment Revenue	13	12	4	10	10
Transfers In	3,938	15,740	0	0	0
Grand Total	23,643	39,395	39,402	39,405	39,415

Requirements:

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted
Water Reserve Fund	23,643	39,395	39,402	39,405	39,415
Reserves & Ending Balances	23,643	39,395	39,402	39,405	39,415
Transfers Out	0	0	0	0	0
Grand Total	23,643	39,395	39,402	39,405	39,415

Resources estimate sheets

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
General Fund	716,251	939,812	2,274,435	1,090,922	2,482,526	208,091
110-3100-Beginning Fund Balance	297,503	272,113	410,423	205,803	341,048	(69,375)
110-310-4112-Property Taxes - Current	148,109	152,386	153,139	180,000	175,885	22,746
110-310-4114-Property Taxes - Prior	2,622	2,761	2,600	2,500	2,761	161
110-315-4125-Interest Earned	5,069	1,592	2,500	1,220	1,252	(1,248)
110-320-4132-State Revenue Sharing	10,386	11,554	11,000	12,562	12,000	1,000
110-320-4134-Cigarette Tax	1,200	3,694	3,407	968	3,700	293
110-320-4136-Liquor Tax	18,930	18,570	22,000	23,373	22,000	-
110-320-4145-Transient Room Tax	5	-	-	-	-	-
110-320-4148-Marijuana Tax Distribution	6,616	5,323	6,000	1,600	6,000	-
110-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
110-325-4151-General Govt - Operating Grant	-	57,510	140,000	140,000	50,000	(90,000)
110-325-4152-Tourism - Operating Grant	10,137	10,274	10,200	10,586	10,586	386
110-325-4154-Summer Reading - Oper Grant	-	-	-	1,000	1,000	1,000
110-325-4155-Library - Capital Grant	-	-	225,500	203,466	40,000	(185,500)
110-325-4158-Comm Dev - Operating Grant	30,000	-	-	1,000	1,000	1,000
110-325-4160-Parks - Operating Grant	32,000	-	240,000	-	740,715	500,715
110-3275-GASB - Fixed Assets	-	-	-	-	-	-
110-3277-GAAP - Long Term Debt	-	-	-	-	-	-
110-330-4310-Cable Franchise Fees	5,853	6,480	5,900	7,866	6,500	600
110-330-4312-Electric Franchise Fees	47,619	51,266	53,000	53,452	54,000	1,000
110-330-4314-Garbage Franchise Fees	-	-	-	-	-	-
110-330-4316-Telecom Franchise Fees	9,455	1,412	3,000	1,339	1,500	(1,500)
110-330-4318-Water Franchise Fees	-	-	18,500	25,104	23,975	5,475
110-330-4320-Sewer Franchise Fees	-	-	20,335	25,971	22,711	2,376
110-335-4352-Land Use & Development	35,768	292	15,000	17,951	19,195	4,195
110-335-4354-Misc Permits & Licenses	480	396	275	30	100	(175)
110-335-4356-Building Permit Fees	31,408	-	-	-	-	-
110-335-4358-Electrical Permit Fees	5,461	-	-	-	-	-
110-335-4360-Dog Licenses	876	981	800	470	500	(300)
110-340-4410-Copy, Fax, Notary & Research	1,104	890	1,030	443	500	(530)
110-340-4413-Library Memberships	-	300	-	-	-	-
110-340-4415-Library Business Services	-	-	250	-	-	(250)
110-340-4417-Lien Searches	580	590	515	1,065	500	(15)
110-340-4419-Election Filing Fees	-	100	100	-	100	-
110-340-4421-SDC/CET Admin Fee	3,214	1,365	4,005	9,177	8,537	4,532
110-340-4423-Pay Station Revenue	209	143	125	70	100	(25)
110-345-4511-Parks Reimbursement SDC	376	188	735	1,034	940	205
110-350-4625-Municipal Court Revenue	2,824	5,966	3,146	8,140	5,000	1,854
110-360-4225-Loan Proceeds	-	307,978	500,000	80,000	230,224	(269,776)
110-365-4752-Reimbursement Revenue	-	-	-	-	-	-
110-365-4790-SVDP Project Reimbursement	-	-	-	-	-	-
110-370-4822-BBJ Admin Fee	-	-	-	-	-	-
110-370-4824-Donations	85	-	-	-	-	-
110-370-4825-Library Donations	-	-	-	453	500	500
110-370-4826-Parks Donations	-	1,000	-	2,445	13,000	13,000
110-370-4849-Capital Asset Disposal	-	-	418,700	57,860	685,897	267,197
110-380-4865-Library Capital Campaign	6,100	12,366	-	13,270	-	-

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
110-385-4893-Rental Revenue	-	5,229	-	-	-	-
110-385-4895-Miscellaneous Revenue	2,262	1,044	2,250	704	800	(1,450)
110-390-4912-Transfer from Street Fund	-	-	-	-	-	-
110-390-4914-Transfer from BBJ Fund	-	-	-	-	-	-
110-390-4917-Transfer from SDC Fund	-	-	-	-	-	-
110-390-4950-Transfer from Equipment Fund	-	6,049	-	-	-	-
Sewer Fund	560,387	575,039	653,729	630,145	615,903	(37,826)
240-3100-Beginning Fund Balance	176,148	150,205	214,849	184,427	149,181	(65,668)
240-315-4125-Interest Earned	1,899	734	2,150	632	662	(1,488)
240-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
240-325-4151-Sewer - Operating Grants	-	24,364	20,000	20,000	-	(20,000)
240-325-4162-CDBG Grant	-	-	-	-	-	-
240-3275-GASB - Fixed Assets	-	-	-	-	-	-
240-3277-GAAP - Long Term Debt	-	-	-	-	-	-
240-335-4354-Misc Permits & Licenses	-	-	-	-	-	-
240-335-4370-Water/Sewer Connection Permit	805	575	1,150	3,968	1,725	575
240-340-4425-Water/Sewer Sales	361,249	386,075	406,700	390,879	450,375	43,675
240-340-4426-Bulk Grey Water Disposal	-	-	-	15,638	-	-
240-340-4430-Water/Sewer Connection Fees	-	358	-	-	-	-
240-340-4450-Water/Sewer Penalties	2,071	1,930	2,200	1,005	1,100	(1,100)
240-345-4541-Sewer Reimbursement SDC	5,241	3,090	6,180	13,596	12,360	6,180
240-360-4220-Interim Financing Revenue	-	-	-	-	-	-
240-360-4225-Loan Proceeds	-	-	-	-	-	-
240-370-4824-Donations	-	-	-	-	-	-
240-370-4849-Capital Asset Disposal	-	-	-	-	-	-
240-385-4895-Miscellaneous Revenue	116	1,659	500	-	500	-
240-390-4910-Transfer from General Fund	-	-	-	-	-	-
240-390-4917-Transfer from SDC Fund	-	-	-	-	-	-
240-390-4921-Transfer from Sewer Reserve Fu	-	-	-	-	-	-
240-390-4930-Transfer from Water Fund	-	-	-	-	-	-
240-390-4950-Transfer from Equipment Fund	-	6,049	-	-	-	-
240-390-4955-Transfer from Debt Reserve Fun	12,858	-	-	-	-	-
Water Fund	473,422	668,399	558,894	561,178	551,965	(6,929)
230-3100-Beginning Fund Balance	140,328	112,957	45,554	41,482	62,044	16,490
230-315-4125-Interest Earned	1,978	372	2,200	290	273	(1,927)
230-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
230-325-4151-Water - Operating Grants	-	817	120,000	120,000	-	(120,000)
230-325-4162-CDBG Grant	-	-	-	-	-	-
230-3275-GASB - Fixed Assets	-	-	-	-	-	-
230-3277-GAAP - Long Term Debt	-	-	-	-	-	-
230-335-4370-Water/Sewer Connection Permit	1,250	6,500	2,750	8,625	4,125	1,375
230-340-4425-Water/Sewer Sales	314,970	342,535	364,700	355,750	454,373	89,673
230-340-4426-Bulk Water Sales	-	1,661	10,000	12,266	10,000	-
230-340-4430-Water/Sewer Connection Fees	-	301	-	-	-	-
230-340-4435-Fire Hydrant Fee	3,874	3,940	4,240	5,265	4,250	10
230-340-4450-Water/Sewer Penalties	2,194	2,005	1,500	1,110	1,500	-
230-345-4531-Water Reimbursement SDC	7,823	2,980	7,450	16,390	14,900	7,450
230-360-4210-Principal Payments Recieved	-	-	-	-	-	-
230-360-4220-Interim Financing Revenue	-	-	-	-	-	-
230-360-4225-Loan Proceeds	-	185,358	-	-	-	-

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
230-365-4752-Reimbursement Revenue	-	-	-	-	-	-
230-365-4790-SVDP Project Reimbursement	-	-	-	-	-	-
230-370-4849-Capital Asset Disposal	800	-	-	-	-	-
230-385-4895-Miscellaneous Revenue	205	2,924	500	-	500	-
230-390-4910-Transfer from General Fund	-	-	-	-	-	-
230-390-4917-Transfer from SDC Fund	-	-	-	-	-	-
230-390-4940-Transfer from Sewer Fund	-	-	-	-	-	-
230-390-4950-Transfer from Equipment Fund	-	6,049	-	-	-	-
230-390-4955-Transfer from Debt Reserve Fun	-	-	-	-	-	-
Street Fund	170,674	451,941	130,960	170,803	195,043	64,083
312-3100-Beginning Fund Balance	90,839	67,703	63,711	76,011	101,288	37,577
312-315-4125-Interest Earned	1,424	173	1,400	218	211	(1,189)
312-320-4140-Lane County Distributions	-	-	-	-	-	-
312-320-4142-State Distributions	76,643	78,419	64,212	91,454	91,464	27,252
312-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
312-325-4151-Streets - Operating Grants	-	13,264	-	-	-	-
312-325-4162-Streets - Capital Grants	-	200,000	-	-	-	-
312-3275-GASB - Fixed Assets	-	-	-	-	-	-
312-3277-GAAP - Long Term Debt	-	-	-	-	-	-
312-345-4513-Transportation Reimbursement S	1,768	416	1,560	3,120	2,080	520
312-360-4210-Principal Payments Received	-	-	-	-	-	-
312-360-4215-Interest Payments Received	-	-	-	-	-	-
312-360-4225-Loan Proceeds	-	83,092	-	-	-	-
312-365-4752-Reimbursement Revenue	-	-	-	-	-	-
312-365-4791-SVDP Project Revenue	-	-	-	-	-	-
312-370-4849-Capital Asset Disposal	-	-	-	-	-	-
312-385-4895-Miscellaneous Revenue	-	4,841	77	-	-	(77)
312-390-4950-Transfer from Equipment Fund	-	4,033	-	-	-	-
Building Fund	-	56,357	70,105	137,453	121,528	51,423
220-3100-Beginning Fund Balance	-	-	19,855	29,944	50,144	30,289
220-315-4125-Interest Earned	-	9	-	9	10	10
220-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
220-3275-GASB - Fixed Assets	-	-	-	-	-	-
220-335-4356-Building Permit Fees	-	16,583	45,000	96,750	63,214	18,214
220-335-4358-Electrical Permit Fees	-	2,546	5,250	10,750	8,160	2,910
220-370-4849-Capital Asset Disposal	-	-	-	-	-	-
220-385-4895-Miscellaneous Revenue	-	19	-	-	-	-
220-390-4910-Transfer from General Fund	-	37,200	-	-	-	-
Blackberry Jam	30,943	14,580	14,545	16,504	28,149	13,604
314-3100-Beginning Fund Balance	16,392	12,510	10,545	11,468	11,042	497
314-315-4125-Interest Earned	7	4	-	3	10	10
314-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
314-370-4824-BBJ Donations	280	-	-	-	-	-
314-370-4849-Capital Asset Disposal	-	-	-	-	-	-
314-380-4861-Craft/Commercial Booth Sales	1,675	-	-	-	1,980	1,980
314-380-4862-Food Booth Sales	590	-	-	-	1,200	1,200
314-380-4863-Beer Garden	-	-	-	-	-	-
314-380-4864-Jam Sales	1,590	185	-	340	500	500
314-380-4866-Quilt Raffle Sales	3,373	1,846	4,000	4,358	4,000	-

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
314-380-4868-Program Ad Sales	1,545	-	-	-	-	-
314-380-4870-Sponsorship Revenue	750	-	-	250	8,772	8,772
314-380-4872-Pie Sales	-	-	-	-	-	-
314-380-4874-50/50 Raffle Sales	-	-	-	-	-	-
314-380-4876-5K Race Revenue	-	-	-	-	-	-
314-380-4878-Car Show Revenue	3,445	35	-	-	-	-
314-380-4880-Fishing Derby Revenue	200	-	-	-	-	-
314-380-4882-Horseshoe Tourney Revenue	145	-	-	-	-	-
314-380-4884-Kidz Korner Revenue	726	-	-	-	-	-
314-380-4886-Pie Eating Contest Revenue	124	-	-	-	-	-
314-380-4888-RC Flyers Revenue	-	-	-	-	-	-
314-380-4889-BBJ Festival Other Revenue	-	-	-	85	145	145
314-385-4895-Miscellaneous Revenue	101	-	-	-	500	500
Sewer SDC Fund	139,745	146,160	162,810	178,868	147,172	(15,638)
440-3100-Beginning Fund Balance	128,017	139,745	145,745	146,159	125,252	(20,493)
440-315-4125-Interest Earned	2,646	1,060	1,000	579	500	(500)
440-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
440-345-4540-Sewer SDC	9,082	5,355	16,065	32,130	21,420	5,355
440-390-4917-Transfer from SDC Fund	-	-	-	-	-	-
Water SDC Fund	311,502	329,228	386,952	475,654	459,797	72,845
430-3100-Beginning Fund Balance	265,465	311,502	328,502	329,228	382,697	54,195
430-315-4125-Interest Earned	5,822	2,406	1,000	1,526	500	(500)
430-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
430-345-4530-Water SDC	40,215	15,320	57,450	144,900	76,600	19,150
430-390-4917-Transfer from SDC Fund	-	-	-	-	-	-
Street SDC Fund	47,330	50,028	58,710	68,006	79,996	21,286
412-3100-Beginning Fund Balance	36,617	47,330	49,630	50,028	68,006	18,376
412-315-4125-Interest Earned	649	330	200	218	150	(50)
412-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
412-345-4512-Transportation SDC	10,064	2,368	8,880	17,760	11,840	2,960
412-390-4917-Transfer from SDC Fund	-	-	-	-	-	-
Stormwater SDC Fund	44,978	47,976	59,008	68,635	82,295	23,287
445-3100-Beginning Fund Balance	33,379	44,978	48,278	47,976	68,635	20,357
445-315-4125-Interest Earned	585	306	635	209	200	(435)
445-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
445-345-4545-Storm Drainage SDC	11,014	2,692	10,095	20,450	13,460	3,365
445-390-4917-Transfer from SDC Fund	-	-	-	-	-	-
Parks SDC Fund	54,359	58,681	72,725	88,493	108,393	35,668
410-3100-Beginning Fund Balance	45,622	54,359	57,750	58,682	88,493	30,743
410-315-4125-Interest Earned	857	382	200	261	200	-
410-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
410-345-4510-Park SDC Fees	7,880	3,940	14,775	29,550	19,700	4,925
410-345-4511-Parks Reimbursement SDC	-	-	-	-	-	-
410-390-4917-Transfer from SDC Fund	-	-	-	-	-	-
Sewer Reserve Fund	9,827	15,751	15,756	15,754	15,764	8
521-3100-Beginning Fund Balance	8,246	9,826	15,754	15,751	15,754	-

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
521-315-4125-Interest Earned	6	5	2	3	10	8
521-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
521-390-4940-Transfer from Sewer Fund	1,575	5,920	-	-	-	-
Water Reserve Fund	23,643	39,395	39,402	39,405	39,415	13
520-3100-Beginning Fund Balance	19,692	23,643	39,398	39,395	39,405	7
520-315-4125-Interest Earned	13	12	4	10	10	6
520-3250-Current Year Change in Fund Ba	-	-	-	-	-	-
520-390-4930-Transfer from Water Fund	3,938	15,740	-	-	-	-
Grand Total	2,583,061	3,393,347	4,498,031	3,541,820	4,927,946	429,915

Expenditures estimate sheets

General Fund

Administration Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
110-410-5110-City Administrator	17,263	18,365	17,850	17,839	18,475	625
110-410-5112-Finance Clerk	-	-	-	-	-	-
110-410-5114-City Clerk	5,275	5,549	5,828	5,828	4,624	(1,204)
110-410-5150-Public Works Director	-	-	-	-	-	-
110-410-5152-Utility Worker I	-	-	-	-	-	-
110-410-5154-Utility Worker II	-	-	-	-	-	-
110-410-5156-Temporary/ Seasonal	-	-	-	-	-	-
110-410-5158-Maintenance Worker I	1,659	1,696	2,195	2,195	2,387	192
110-410-5220-Overtime	32	30	84	84	67	(17)
110-410-5315-Social Security/Medicare	1,854	1,962	1,978	1,978	1,955	(23)
110-410-5320-Worker's Comp	189	737	457	457	476	19
110-410-5350-Unemployment	-	-	1,728	1,728	1,700	(28)
110-410-5410-Health Insurance	3,773	2,835	3,901	3,901	3,912	11
110-410-5450-Public Employees Retirement	4,180	3,226	5,095	5,095	5,017	(78)
110-410-5910-DO NOT USE - Wage Adjustment	-	-	-	-	-	-
Personal Services Total	34,225	34,400	39,116	39,105	38,613	(503)
Materials & Services						
110-410-6110-Auditing	5,235	5,436	5,500	5,775	6,440	940
110-410-6112-Legal Services	1,656	2,076	2,500	1,574	3,317	817
110-410-6114-Financial Services	4,397	3,780	6,215	6,215	8,736	2,521
110-410-6122-IT Services	11,494	13,622	12,000	11,016	10,918	(1,082)
110-410-6124-Copier Contract	2,013	1,776	2,250	2,250	2,250	-
110-410-6128-Other Contract Services	38,988	21,498	12,500	2,025	4,880	(7,620)
110-410-6132-LCOG	-	-	-	-	-	-
110-410-6190-Computer Serv/Warr/Contracts	-	-	-	-	-	-
110-410-6210-Insurance & Bonds	5,968	1,440	6,426	1,033	465	(5,961)
110-410-6220-Publications, Printing & Dues	2,987	4,236	1,400	2,806	2,433	1,033
110-410-6222-Newsletter Expenditure	-	-	1,200	-	-	(1,200)
110-410-6226-Postage	433	489	500	656	739	239
110-410-6228-Public Notices	-	-	500	441	501	1
110-410-6230-Office Supplies/Equipment	1,746	1,485	2,000	3,411	3,761	1,761
110-410-6234-General Supplies	861	735	1,000	798	527	(473)
110-410-6238-Bank Service Charges	794	492	1,000	1,612	2,000	1,000
110-410-6240-Travel & Training	1,973	5,700	5,700	2,000	4,000	(1,700)
110-410-6290-Miscellaneous	330	155	500	408	464	(36)
110-410-6320-Building Repair & Maintenance	-	626	1,000	54	73,000	72,000
110-410-6324-Equipment Repair & Maintenance	29	30	100	849	-	(100)
110-410-6334-Non-Capitalized Assets	2,264	383	2,000	-	-	(2,000)
110-410-6420-Water Services	1,548	2,010	1,398	3,135	4,700	3,302
110-410-6425-Sewer Services	1,082	1,686	825	3,141	4,700	3,875
110-410-6430-Electricity Services	3,059	3,389	2,100	3,458	3,000	900
110-410-6435-Internet Services	1,088	1,892	1,322	2,885	3,000	1,678
110-410-6440-Telephone Services	2,488	2,211	1,875	2,826	2,000	125

110-410-6445-Refuse Services	101	168	120	-	2,000	1,880
110-410-6510-Council Expenditure	309	107	2,000	-	1,000	(1,000)
110-410-6512-State Ethics Commission	549	549	650	549	549	(101)
110-410-6514-League of Oregon Cities(LOC)	-	-	-	-	-	-
110-410-6792-Reimbursable Expenditure	-	-	-	-	-	-
Materials & Services Total	91,392	75,971	74,581	58,917	145,380	70,799
Capital Outlay						
110-410-8225-Buildings & Facilities	-	-	185,700	80,000	145,283	(40,417)
110-410-8320-Software	5,925	-	-	-	-	-
110-410-8335-Equipment & Furnishings	6,777	-	-	-	-	-
110-410-8425-Vehicles & Rolling Stock	-	-	-	-	-	-
Capital Outlay Total	12,702	-	185,700	80,000	145,283	(40,417)
Grand Total	138,319	110,371	299,397	178,022	329,276	29,879

General Fund

Code Enforcement Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
110-460-5110-City Administrator	4,316	4,591	4,463	4,463	4,619	156
110-460-5150-Public Works Director	3,443	3,615	3,798	3,798	-	(3,798)
110-460-5220-Overtime	90	239	315	315	-	(315)
110-460-5315-Social Security/Medicare	600	646	341	341	503	162
110-460-5320-Worker's Comp	63	219	154	154	90	(64)
110-460-5350-Unemployment	-	-	692	692	308	(384)
110-460-5410-Health Insurance	1,384	1,174	1,462	1,462	485	(977)
110-460-5450-Public Employees Retirement	1,353	1,154	1,684	1,684	907	(777)
Personal Services Total	11,249	11,638	12,909	12,909	6,912	(5,997)
Materials & Services						
110-460-6128-Other Contract Services	2,965	2,669	-	284	500	500
110-460-6234-General Supplies	-	-	100	-	100	-
110-460-6238-Bank Service Charges	-	1	1	-	100	99
110-460-6290-Miscellaneous	-	5	100	-	100	-
110-460-6445-Refuse Services	275	-	2,600	-	500	(2,100)
110-460-6540-Dog/Cat Control	-	-	-	-	100	100
Materials & Services Total	3,240	2,675	2,801	284	1,400	(1,401)
Grand Total	14,489	14,313	15,710	13,193	8,312	(7,398)

General Fund

Community Development Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
110-440-5110-City Administrator	4,316	4,591	4,463	4,463	4,619	156
110-440-5112-Finance Clerk	-	-	-	-	-	-
110-440-5114-City Clerk	2,638	110	-	-	-	-
110-440-5150-Public Works Director	-	-	-	-	2,347	2,347
110-440-5220-Overtime	16	-	-	-	174	174
110-440-5315-Social Security/Medicare	533	360	341	341	546	205
110-440-5320-Worker's Comp	62	121	68	68	111	43
110-440-5350-Unemployment	-	-	360	360	475	115
110-440-5410-Health Insurance	1,427	305	484	484	1,074	590
110-440-5450-Public Employees Retirement	1,201	508	876	876	1,403	527
Personal Services Total	10,193	5,995	6,592	6,592	10,749	4,157
Materials & Services						
110-440-6116-Engineering Services	11,174	32,337	20,000	26,699	20,000	-
110-440-6122-IT Services	-	49	-	401	350	350
110-440-6128-Other Contract Services	18,679	9,744	10,000	12,197	10,000	-
110-440-6210-Insurance & Bonds	-	-	-	396	292	292
110-440-6220-Publications, Printing & Dues	-	-	100	555	-	(100)
110-440-6226-Postage	45	150	175	129	200	25
110-440-6238-Bank Service Charges	-	-	-	-	-	-
110-440-6240-Travel & Training	-	-	-	-	-	-
110-440-6290-Miscellaneous	-	2,209	250	-	-	(250)
110-440-6522-Land Use & Development Costs	26,733	23,262	20,000	26,250	25,000	5,000
110-440-6524-Building Permit Costs	29,836	-	-	-	-	-
110-440-6525-Electrical Permit Costs	5,405	-	-	-	-	-
Materials & Services Total	91,872	67,751	50,525	66,627	55,842	5,317
Capital Outlay						
110-440-8225-Buildings & Facilities	-	308,935	10,000	83,150	-	(10,000)
Capital Outlay Total	-	308,935	10,000	83,150	-	(10,000)
Grand Total	102,065	382,681	67,117	156,369	66,591	(526)

General Fund

Debt Service

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Debt Service						
110-800-7110-Loan Principal	-	-	298,000	-	307,980	9,980
110-800-7111-Loan Principal - Library/City	9,597	10,018	10,458	10,018	10,917	459
110-800-7112-Loan Principal - Rolling Rock	7,498	7,827	68,171	7,828	8,530	(59,641)
110-800-7120-Loan Principal - SDC Fund Loan	-	-	-	-	-	-
110-800-7510-Loan Interest	-	6,006	8,010	-	8,008	(2)
110-800-7511-Loan Interest - Library/City	13,053	12,632	12,194	12,632	11,734	(460)
110-800-7512-Loan Interest - Rolling Rock	10,198	9,870	9,526	9,870	9,168	(358)
110-800-7513-Loan Interest - City Hall building	-	-	-	-	3,148	3,148
110-800-7514-Loan Interest - Library building	-	-	-	-	1,849	1,849
110-800-7520-Loan Interest - SDC Fund Loan	-	-	-	-	-	-
110-800-7113-Loan Principal - City Hall	-	-	-	-	145,042	145,042
110-800-7114-Loan Principal - Library	-	-	-	-	85,182	85,182
Debt Service Total	40,346	46,353	406,359	40,348	591,558	185,199
Grand Total	40,346	46,353	406,359	40,348	591,558	185,199

General Fund

Library Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
110-450-5130-Librarian/Special Events	-	-	16,380	-	18,720	2,340
110-450-5156-Temporary/ Seasonal	-	59	606	606	780	174
110-450-5158-Maintenance Worker I	1,659	1,696	2,194	2,194	2,387	193
110-450-5315-Social Security/Medicare	127	134	1,467	500	1,675	208
110-450-5320-Worker's Comp	92	370	326	100	397	71
110-450-5350-Unemployment	-	-	1,323	500	1,455	132
110-450-5410-Health Insurance	-	-	4,833	-	4,847	14
110-450-5450-Public Employees Retirement	286	292	3,764	500	4,297	533
Personal Services Total	2,164	2,551	30,893	4,400	34,558	3,665
Materials & Services						
110-450-6122-IT Services	479	530	1,460	1,130	5,000	3,540
110-450-6128-Other Contract Services	250	-	500	10,000	5,000	4,500
110-450-6210-Insurance & Bonds	-	-	-	11	1,195	1,195
110-450-6226-Postage	4	30	50	299	500	450
110-450-6230-Office Supplies/Equipment	-	-	500	-	500	-
110-450-6234-General Supplies	-	-	1,500	206	5,000	3,500
110-450-6238-Bank Service Charges	-	1	1	150	200	199
110-450-6290-Miscellaneous	14	-	250	83	142	(108)
110-450-6320-Building Repair & Maintenance	2,100	1,656	1,656	613	4,200	2,544
110-450-6334-Non-Capitalized Assets	80	-	-	-	-	-
110-450-6420-Water Services	516	97	950	111	800	(150)
110-450-6425-Sewer Services	361	186	750	215	800	50
110-450-6430-Electricity Services	1,020	476	2,400	449	3,000	600
110-450-6435-Internet Services	1,547	555	780	624	3,000	2,220
110-450-6440-Telephone Services	-	372	350	438	1,200	850
110-450-6445-Refuse Services	101	-	525	-	1,000	475
110-450-6530-Summer Reading Program	-	-	1,000	-	1,000	-
Materials & Services Total	6,472	3,903	12,672	14,329	32,537	19,865
Capital Outlay						
110-450-8225-Buildings & Facilities	-	-	307,115	168,952	309,455	2,340
110-450-8335-Equipment & Furnishings	-	-	-	-	40,000	40,000
Capital Outlay Total	-	-	307,115	168,952	349,455	42,340
Grand Total	8,636	6,454	350,680	187,681	416,550	65,870

General Fund

Municipal Court Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
110-480-5110-City Administrator	4,316	4,591	4,463	4,463	4,619	156
110-480-5112-Finance Clerk	-	-	-	-	-	-
110-480-5114-City Clerk	2,638	2,775	2,914	2,914	2,312	(602)
110-480-5220-Overtime	16	15	42	42	33	(9)
110-480-5315-Social Security/Medicare	533	565	567	567	533	(34)
110-480-5320-Worker's Comp	62	194	135	135	135	-
110-480-5350-Unemployment	-	-	599	599	463	(136)
110-480-5410-Health Insurance	1,427	1,180	1,468	1,468	1,472	4
110-480-5450-Public Employees Retirement	1,201	970	1,456	1,456	1,367	(89)
Personal Services Total	10,193	10,290	11,644	11,644	10,934	(710)
Materials & Services						
110-480-6120-Judge Contract	-	1,350	1,250	1,250	1,250	-
110-480-6121-Bailiff Contract	-	-	-	95	-	-
110-480-6128-Other Contract Services	824	916	1,000	2,893	1,000	-
110-480-6220-Publications, Printing & Dues	-	7	-	113	-	-
110-480-6226-Postage	29	30	50	26	29	(21)
110-480-6238-Bank Service Charges	-	-	200	150	150	(50)
110-480-6290-Miscellaneous	-	-	-	-	-	-
110-480-6560-State Assessments	287	1,080	630	1,575	1,023	393
110-480-6565-Court Collection Fees	128	141	61	71	80	19
Materials & Services Total	1,268	3,524	3,191	6,173	3,532	341
Grand Total	11,461	13,814	14,835	17,817	14,466	(369)

General Fund

Parks and Recreation Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
110-420-5110-City Administrator	4,316	4,591	4,463	4,463	4,619	156
110-420-5150-Public Works Director	3,443	3,615	3,798	3,798	3,914	116
110-420-5152-Utility Worker I	7,324	9,273	4,551	9,102	9,150	4,599
110-420-5154-Utility Worker II	-	-	4,551	-	-	(4,551)
110-420-5156-Temporary/Seasonal	-	295	3,028	3,028	3,900	872
110-420-5158-Maintenance Worker I	8,292	8,480	10,976	10,976	11,935	959
110-420-5220-Overtime	257	524	1,409	1,409	1,444	35
110-420-5315-Social Security/Medicare	1,808	2,048	2,512	2,512	2,670	158
110-420-5320-Worker's Comp	736	1,071	1,670	1,670	2,126	456
110-420-5350-Unemployment	-	-	2,328	2,328	2,323	(5)
110-420-5410-Health Insurance	4,153	3,975	4,384	4,384	5,095	711
110-420-5450-Public Employees Retirement	3,910	4,263	6,444	6,444	6,855	411
110-420-5910-DO NOT USE - Wage Adjustment	-	-	-	-	-	-
Personal Services Total	34,239	38,135	50,114	50,114	54,031	3,917
Materials & Services						
110-420-6122-IT Services	-	228	-	939	500	500
110-420-6128-Other Contract Services	14,298	34,635	20,000	2,457	500	(19,500)
110-420-6210-Insurance & Bonds	-	1,861	1,861	1,826	2,020	159
110-420-6234-General Supplies	5,048	1,612	2,000	3,792	3,000	1,000
110-420-6238-Bank Service Charges	-	4	4	8	20	16
110-420-6290-Miscellaneous	-	24	500	339	500	-
110-420-6320-Building Repair & Maintenance	968	1,608	3,000	311	3,000	-
110-420-6324-Equipment Repair & Maintenance	561	1,030	2,000	3,587	2,500	500
110-420-6328-Property Maintenance	-	-	1,000	-	-	(1,000)
110-420-6330-Other Repair & Maintenance	12,965	5,175	2,000	3,566	3,500	1,500
110-420-6334-Non-Capitalized Assets	1,753	-	11,000	8,132	-	(11,000)
110-420-6339-Maintenance - Nelson Land Dona	-	-	10,000	8,720	3,700	(6,300)
110-420-6420-Water Services	2,386	726	25,000	15,000	20,000	(5,000)
110-420-6425-Sewer Services	1,443	1,486	1,650	1,721	1,920	270
110-420-6430-Electricity Services	618	3,218	2,129	2,297	2,500	371
110-420-6445-Refuse Services	263	-	365	-	500	135
110-420-6535-Movies in the Park	-	-	-	1,140	1,000	1,000
110-420-6710-Gas & Oil	1,888	1,571	1,500	1,914	2,500	1,000
Materials & Services Total	42,191	53,178	84,009	55,749	47,660	(36,349)
Capital Outlay						
110-420-8225-Buildings & Facilities	1,584	-	-	-	-	-
110-420-8335-Equipment & Furnishings	-	-	-	-	-	-
110-420-8425-Vehicles & Rolling Stock	-	-	-	-	-	-
110-420-8520-Parks Improvements	13,901	295	740,000	16,545	751,170	11,170
Capital Outlay Total	15,485	295	740,000	16,545	751,170	11,170
Grand Total	91,915	91,608	874,123	122,408	852,861	(21,262)

General Fund

Police Services Contract

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Materials & Services						
110-430-6118-Police Services	28,123	28,968	29,530	29,530	29,530	-
110-430-6334-Non-Capitalized Assets	-	-	-	-	-	-
Materials & Services Total	28,123	28,968	29,530	29,530	29,530	-
Grand Total	28,123	28,968	29,530	29,530	29,530	-

General Fund

Tourism Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Materials & Services						
110-470-6128-Other Contract Services	-	-	-	-	500	500
110-470-6224-Marketing	120	295	295	623	500	205
110-470-6226-Postage	8	30	100	26	50	(50)
110-470-6290-Miscellaneous	-	-	250	-	100	(150)
110-470-6326-Covered Bridge Maintenance	1,586	755	2,466	866	5,936	3,470
110-470-6328-Matching Grant Funds	-	-	-	-	-	-
110-470-6527-Community Grant Program	-	1,171	3,000	2,991	3,500	500
110-470-6550-Tourism Funded Projects	1,072	-	-	-	-	-
Materials & Services Total	2,786	2,251	6,111	4,506	10,586	4,475
Grand Total	2,786	2,251	6,111	4,506	10,586	4,475

General Fund

Other Requirements

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Transfers Out						
110-900-9117-Transfer to SDC Fund	-	-	-	-	-	-
110-900-9120-Transfer to Building Fund	-	37,200	-	-	-	-
110-900-9130-Transfer to Water Fund	-	-	-	-	-	-
110-900-9140-Transfer to Sewer Fund	-	-	-	-	-	-
110-900-9150-Transfer to Equipment Fund	6,000	-	-	-	-	-
Transfers Out Total	6,000	37,200	-	-	-	-
Contingencies						
110-900-9590-Contingency	-	-	39,825	-	97,186	57,361
Contingencies Total	-	-	39,825	-	97,186	57,361
Reserves & Ending Balances						
110-900-9895-Reserved for future use - Park	-	-	2,500	-	-	(2,500)
110-900-9899-Unappropriated Ending Balance	272,111	205,799	168,248	341,048	65,610	(102,638)
Reserves & Ending Balances Total	272,111	205,799	170,748	341,048	65,610	(105,138)
Grand Total	278,111	242,999	210,573	341,048	162,796	(47,777)

Sewer Fund

Sewer Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
240-490-5110-City Administrator	23,738	25,253	24,544	24,544	24,479	(65)
240-490-5112-Finance Clerk	-	-	-	-	-	-
240-490-5114-City Clerk	21,101	22,196	23,310	23,310	18,494	(4,816)
240-490-5150-Public Works Director	29,266	30,728	32,284	32,284	32,078	(206)
240-490-5152-Utility Worker I	31,127	39,410	19,341	38,680	38,884	19,543
240-490-5154-Utility Worker II	-	-	19,341	-	-	(19,341)
240-490-5156-Temporary/ Seasonal	-	59	606	606	780	174
240-490-5158-Maintenance Worker I	2,488	2,544	3,293	3,293	3,580	287
240-490-5220-Overtime	1,605	3,360	7,663	7,663	7,555	(108)
240-490-5315-Social Security/Medicare	8,363	9,452	9,993	9,993	9,616	(377)
240-490-5320-Worker's Comp	3,571	3,060	5,716	5,716	6,714	998
240-490-5350-Unemployment	-	-	10,420	10,420	8,348	(2,072)
240-490-5410-Health Insurance	29,898	28,714	31,270	31,270	33,922	2,652
240-490-5450-Public Employees Retirement	18,138	19,627	25,639	25,639	24,671	(968)
Personal Services Total	169,295	184,403	213,420	213,418	209,121	(4,299)
Materials & Services						
240-490-6110-Auditing	5,235	5,436	6,000	5,775	6,440	440
240-490-6112-Legal Services	-	-	500	-	-	(500)
240-490-6114-Financial Services	4,397	3,780	5,000	5,000	5,460	460
240-490-6116-Engineering Services	4,193	-	2,500	22,500	-	(2,500)
240-490-6122-IT Services	4,070	4,713	5,500	6,648	5,727	227
240-490-6128-Other Contract Services	4,453	4,575	8,600	5,400	4,500	(4,100)
240-490-6130-General Contract Services	-	-	-	-	-	-
240-490-6190-Computer Serv/Warr/Contracts	-	-	-	-	-	-
240-490-6210-Insurance & Bonds	5,968	8,299	9,000	8,307	9,187	187
240-490-6220-Publications, Printing & Dues	230	452	1,200	516	1,500	300
240-490-6226-Postage	1,402	1,140	1,100	978	1,200	100
240-490-6230-Office Supplies/Equipment	264	439	500	239	500	-
240-490-6234-General Supplies	2,766	3,657	2,500	2,676	5,000	2,500
240-490-6238-Bank Service Charges	3,385	3,053	4,000	6,100	6,600	2,600
240-490-6240-Travel & Training	1,590	100	1,500	1,218	2,000	500
240-490-6290-Miscellaneous	-	146	500	75	500	-
240-490-6320-Building Repair & Maintenance	1,641	3,271	3,000	1,809	500	(2,500)
240-490-6324-Equipment Repair & Maintenance	3,135	3,814	5,000	20,000	8,500	3,500
240-490-6330-Other Repair & Maintenance	16,507	12,199	15,000	2,037	15,000	-
240-490-6334-Non-Capitalized Assets	1,612	1,612	7,500	2,715	7,500	-
240-490-6420-Water Services	22,865	21,899	21,500	10,401	18,000	(3,500)
240-490-6425-Sewer Services	6,629	6,688	6,200	7,754	8,000	1,800
240-490-6430-Electricity Services	18,991	27,314	24,000	26,529	28,500	4,500
240-490-6435-Internet Services	711	1,606	1,440	1,539	1,550	110
240-490-6440-Telephone Services	1,731	2,806	2,200	3,212	3,200	1,000
240-490-6445-Refuse Services	325	499	9,450	599	9,000	(450)
240-490-6520-Permits	2,894	3,256	3,000	3,000	4,000	1,000
240-490-6710-Gas & Oil	1,380	286	1,450	518	2,000	550
240-490-6712-Operations & Supplies	-	320	1,500	1,118	1,500	-
240-490-6750-Chemicals & Lab Supplies	11,540	14,092	15,500	18,498	18,000	2,500

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
240-490-6755-Water/Sewer Analysis	11,230	11,398	11,250	11,429	14,000	2,750
240-490-6758-Water/Sewer Connection Expendi	194	2,900	3,000	-	2,500	(500)
240-490-6760-Water/Sewer Franchise Fees	-	-	19,344	17,314	22,711	3,367
240-490-6792-Reimbursable Expenditure	-	-	-	-	-	-
Materials & Services Total	139,338	149,750	198,734	193,904	213,075	14,341
Ending Balance						
240-3300-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Transfers Out						
240-900-9117-Transfer to SDC Fund	-	-	-	-	-	-
240-900-9121-Transfer to Sewer Reserve Fund	1,575	5,920	-	-	-	-
240-900-9150-Transfer to Equipment Fund	6,000	-	-	-	-	-
Transfers Out Total	7,575	5,920	-	-	-	-
Contingencies						
240-900-9590-Contingency	-	-	40,342	-	20,000	(20,342)
Contingencies Total	-	-	40,342	-	20,000	(20,342)
Capital Outlay						
240-700-8225-Buildings & Facilities	7,245	-	-	-	25,000	25,000
240-700-8320-Software	5,925	-	-	-	-	-
240-700-8335-Equipment & Furnishings	29,575	-	6,000	-	-	(6,000)
240-700-8425-Vehicles & Rolling Stock	-	-	-	-	-	-
240-700-8550-Sewer Systems	-	-	-	23,377	35,000	35,000
240-700-8890-Projects	-	-	-	-	-	-
Capital Outlay Total	42,745	-	6,000	23,377	60,000	54,000
Debt Service						
240-800-7110-Loan Principal - G02002	18,313	18,466	18,628	18,628	23,801	5,173
240-800-7111-Loan Principal - Library/City	-	-	-	-	-	-
240-800-7122-Loan Principal - J05001 SPWF	4,265	4,486	4,962	4,962	4,962	-
240-800-7124-Loan Principal - RUS 92-05	6,434	6,611	6,794	6,794	6,980	186
240-800-7126-Loan Principal - Interfund Loa	-	-	-	-	-	-
240-800-7510-Loan Interest - G02002	9,753	8,911	8,043	8,043	7,158	(885)
240-800-7511-Loan Interest - Library/City	-	-	-	-	-	-
240-800-7522-Loan Interest - J05001 SPWF	3,157	2,937	2,705	2,705	2,461	(244)
240-800-7524-Loan Interest - RUS 92-05	9,310	9,133	9,133	9,133	8,765	(368)
240-800-7911-Interim Loan RD Financing	-	-	-	-	-	-
Debt Service Total	51,232	50,544	50,265	50,265	54,127	3,862
Reserves & Ending Balances						
240-900-9893-Reserved for future use - Sewe	-	-	-	-	-	-
240-900-9899-Unappropriated Ending Balance	150,202	184,422	144,968	149,181	59,580	(85,388)
Reserves & Ending Balances Total	150,202	184,422	144,968	149,181	59,580	(85,388)
Grand Total	560,387	575,039	653,729	630,145	615,903	(37,826)

Water Fund

Water Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
230-490-5110-City Administrator	23,737	25,252	24,544	24,544	24,479	(65)
230-490-5112-Finance Clerk	-	-	-	-	-	-
230-490-5114-City Clerk	21,101	22,196	23,310	23,310	18,494	(4,816)
230-490-5150-Public Works Director	29,266	30,728	32,284	32,284	32,078	(206)
230-490-5152-Utility Worker I	31,127	39,410	19,341	38,682	38,884	19,543
230-490-5154-Utility Worker II	-	-	19,341	-	-	(19,341)
230-490-5156-Temporary/ Seasonal	-	59	606	606	780	174
230-490-5158-Maintenance Worker I	2,488	2,544	3,293	3,293	3,580	287
230-490-5220-Overtime	1,605	3,360	5,000	5,000	7,555	2,555
230-490-5315-Social Security/Medicare	8,363	9,452	9,993	9,990	9,616	(377)
230-490-5320-Worker's Comp	3,571	3,060	6,317	6,317	7,482	1,165
230-490-5350-Unemployment	-	-	10,420	10,420	9,363	(1,057)
230-490-5410-Health Insurance	29,898	28,714	31,270	31,270	33,922	2,652
230-490-5450-Public Employees Retirement	18,139	19,627	25,639	25,639	24,671	(968)
Personal Services Total	169,295	184,402	211,358	211,355	210,904	(454)
Materials & Services						
230-490-6110-Auditing	3,975	5,436	6,000	5,775	6,440	440
230-490-6112-Legal Services	-	-	500	-	-	(500)
230-490-6114-Financial Services	5,657	3,780	4,100	4,100	5,460	1,360
230-490-6116-Engineering Services	948	6,673	1,500	25,799	15,916	14,416
230-490-6122-IT Services	3,828	4,713	5,500	6,648	5,500	-
230-490-6128-Other Contract Services	853	1,125	8,500	1,350	1,500	(7,000)
230-490-6130-General Contract Services	-	-	-	-	-	-
230-490-6190-Computer Serv/Warr/Contracts	-	-	-	-	-	-
230-490-6210-Insurance & Bonds	5,968	7,666	8,000	8,737	9,663	1,663
230-490-6220-Publications, Printing & Dues	1,205	1,667	1,200	2,000	1,500	300
230-490-6226-Postage	1,402	1,140	1,100	978	1,200	100
230-490-6230-Office Supplies/Equipment	475	911	3,500	366	1,250	(2,250)
230-490-6234-General Supplies	6,385	19,207	3,000	5,451	5,500	2,500
230-490-6238-Bank Service Charges	3,385	3,053	4,000	5,600	6,900	2,900
230-490-6240-Travel & Training	721	366	1,500	1,827	2,000	500
230-490-6290-Miscellaneous	130	182	1,500	-	1,500	-
230-490-6320-Building Repair & Maintenance	1,307	5,093	3,000	3,000	5,000	2,000
230-490-6324-Equipment Repair & Maintenance	1,796	9,969	5,000	6,611	5,000	-
230-490-6330-Other Repair & Maintenance	10,571	19,944	17,000	10,349	18,000	1,000
230-490-6334-Non-Capitalized Assets	4,308	383	2,000	2,715	3,000	1,000
230-490-6420-Water Services	598	545	500	1,037	1,200	700
230-490-6425-Sewer Services	721	743	775	861	960	185
230-490-6430-Electricity Services	16,681	17,706	19,800	20,768	22,000	2,200
230-490-6435-Internet Services	840	855	900	1,134	2,100	1,200
230-490-6440-Telephone Services	3,073	2,771	3,950	3,086	2,000	(1,950)
230-490-6445-Refuse Services	268	499	540	599	720	180
230-490-6520-Permits	-	-	-	-	-	-
230-490-6710-Gas & Oil	546	915	2,000	695	2,000	-
230-490-6712-Operations & Supplies	2,048	43	1,500	4,079	1,500	-
230-490-6750-Chemicals & Lab Supplies	17,730	21,766	18,000	13,845	20,000	2,000

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
230-490-6755-Water/Sewer Analysis	3,550	2,036	6,400	3,327	7,250	850
230-490-6758-Water/Sewer Connection Expendi	2,158	35,408	3,200	-	3,500	300
230-490-6760-Water/Sewer Franchise Fees	-	-	18,235	21,844	23,975	5,740
Materials & Services Total	101,127	174,595	152,700	162,581	182,534	29,834
Ending Balance						
230-3300-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Transfers Out						
230-900-9117-Transfer to SDC Fund	-	-	-	-	-	-
230-900-9120-Transfer to Water Reserve Fund	3,938	15,740	-	-	-	-
230-900-9140-Transfer to Sewer Fund	-	-	-	-	-	-
230-900-9150-Transfer to Equipment Fund	6,000	-	-	-	-	-
Transfers Out Total	9,938	15,740	-	-	-	-
Contingencies						
230-900-9590-Contingency	-	-	35,532	-	20,000	(15,532)
Contingencies Total	-	-	35,532	-	20,000	(15,532)
Capital Outlay						
230-700-8225-Buildings & Facilities	1,584	-	-	-	-	-
230-700-8320-Software	5,925	-	-	-	-	-
230-700-8335-Equipment & Furnishings	2,711	-	27,500	-	-	(27,500)
230-700-8425-Vehicles & Rolling Stock	-	-	-	-	-	-
230-700-8540-Water Systems Improvemts	5,806	188,103	-	66,584	43,416	43,416
230-700-8895-Other Improvements	-	-	-	-	-	-
Capital Outlay Total	16,026	188,103	27,500	66,584	43,416	15,916
Debt Service						
230-800-7110-Loan Principal - S00006	15,794	16,519	-	-	-	-
230-800-7111-Loan Principal - Library/City	-	-	-	-	-	-
230-800-7122-Loan Principal - J05001 SPWF	4,265	4,486	4,962	4,962	4,962	-
230-800-7124-Loan Principal - RUS 91-03	16,094	16,536	16,991	16,991	17,459	468
230-800-7125-Loan Principal - L21001	-	-	7,651	7,651	7,644	(7)
230-800-7510-Loan Interest - S00006	1,483	758	-	-	-	-
230-800-7511-Loan Interest - Library/City	-	-	-	-	-	-
230-800-7522-Loan Interest - J05001 SPWF	3,157	2,937	2,705	2,705	2,461	(244)
230-800-7524-Loan Interest - RUS 91-03	23,286	22,844	22,390	22,390	21,922	(468)
230-800-7525-Loan Interest - L21001	-	-	3,915	3,915	3,893	(22)
Debt Service Total	64,079	64,080	58,614	58,614	58,341	(273)
Reserves & Ending Balances						
230-900-9893-Reserved for future use - Wate	-	-	-	33,416	-	-
230-900-9899-Unappropriated Ending Balance	112,957	41,479	73,190	28,628	36,770	(36,420)
Reserves & Ending Balances Total	112,957	41,479	73,190	62,044	36,770	(36,420)
Grand Total	473,422	668,399	558,894	561,178	551,965	(6,929)

Streets Fund

Streets Maintenance Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
312-490-5110-City Administrator	4,316	4,591	4,463	4,463	4,618	155
312-490-5112-Finance Clerk	-	-	-	-	-	-
312-490-5150-Public Works Director	3,443	3,615	3,798	3,798	3,912	114
312-490-5152-Utility Worker I	3,662	4,637	2,275	4,550	4,574	2,299
312-490-5154-Utility Worker II	-	-	2,275	-	-	(2,275)
312-490-5156-Temporary/ Seasonal	-	118	1,210	1,210	1,664	454
312-490-5158-Maintenance Worker I	-	-	-	-	-	-
312-490-5220-Overtime	174	381	861	861	868	7
312-490-5315-Social Security/Medicare	887	1,020	1,140	1,140	1,196	56
312-490-5320-Worker's Comp	818	373	1,350	1,350	1,763	413
312-490-5350-Unemployment	-	-	1,281	1,281	1,040	(241)
312-490-5410-Health Insurance	2,768	2,575	2,924	2,922	3,281	357
312-490-5450-Public Employees Retirement	1,918	1,978	2,929	2,929	3,071	142
312-490-5910-DO NOT USE - Wage Adjustment	-	-	-	-	-	-
Personal Services Total	17,986	19,288	24,506	24,504	25,987	1,481
Materials & Services						
312-490-6110-Auditing	1,745	1,812	1,812	1,925	1,240	(572)
312-490-6114-Financial Services	1,466	1,264	1,737	1,715	2,184	447
312-490-6116-Engineering Services	725	833	2,500	245	20,000	17,500
312-490-6122-IT Services	1,295	1,480	2,102	1,844	1,480	(622)
312-490-6128-Other Contract Services	4,574	2,405	8,500	624	8,000	(500)
312-490-6210-Insurance & Bonds	1,989	2,225	2,225	4,551	3,356	1,131
312-490-6234-General Supplies	270	63	200	131	500	300
312-490-6238-Bank Service Charges	-	2	2	10	50	48
312-490-6290-Miscellaneous	-	116	500	-	500	-
312-490-6324-Equipment Repair & Maintenance	134	-	500	-	500	-
312-490-6330-Other Repair & Maintenance	664	11,430	10,000	15,522	10,000	-
312-490-6334-Non-Capitalized Assets	4,998	-	2,500	-	2,500	-
312-490-6430-Electricity Services	12,363	12,186	13,250	13,256	14,575	1,325
312-490-6720-Storm Drain Maintenance	2,304	1,218	1,218	-	1,500	282
312-490-6724-Street Signs	4,230	1,414	1,000	-	500	(500)
312-490-6726-Street Lights	-	-	-	-	410	410
Materials & Services Total	36,757	36,448	48,046	39,823	67,295	19,249
Ending Balance						
312-3300-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Transfers Out						
312-900-9150-Transfer to Equipment Fund	4,000	-	-	-	-	-
Transfers Out Total	4,000	-	-	-	-	-
Contingencies						
312-900-9590-Contingency	-	-	7,368	-	10,819	3,451
Contingencies Total	-	-	7,368	-	10,819	3,451
Capital Outlay						

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
312-700-8225-Buildings & Facilities	528	-	-	-	-	-
312-700-8320-Software	180	-	-	-	-	-
312-700-8335-Equipment & Furnishings	1,355	-	-	-	-	-
312-700-8425-Vehicles & Rolling Stock	-	-	-	-	-	-
312-700-8530-Street Improvements	42,165	320,195	-	-	70,000	70,000
312-700-8532-Signage	-	-	-	-	5,000	5,000
Capital Outlay Total	44,228	320,195	-	-	75,000	75,000
Debt Service						
312-800-7111-Loan Principal - Library/City	-	-	-	-	-	-
312-800-7125-Loan Principal - L21001	-	-	3,429	3,429	3,427	(2)
312-800-7511-Loan Interest - Library/City	-	-	-	-	-	-
312-800-7525-Loan Interest - L21001	-	-	1,746	1,759	1,745	(1)
Debt Service Total	-	-	5,175	5,188	5,172	(3)
Reserves & Ending Balances						
312-900-9898-Reserved for future use - Stre	-	-	-	-	-	-
312-900-9899-Unappropriated Ending Balance	67,703	76,010	45,865	101,288	10,770	(35,095)
Reserves & Ending Balances Total	67,703	76,010	45,865	101,288	10,770	(35,095)
Grand Total	170,674	451,941	130,960	170,803	195,043	64,083

Building Fund

Building Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Personal Services						
220-490-5110-City Administrator	-	-	-	-	1,847	1,847
220-490-5114-City Clerk	-	2,664	2,914	2,910	2,312	(602)
220-490-5150-Public Works Director	-	-	-	-	3,912	3,912
220-490-5220-Overtime	-	15	42	42	323	281
220-490-5315-Social Security/Medicare	-	205	226	226	642	416
220-490-5320-Worker's Comp	-	81	54	54	162	108
220-490-5350-Unemployment	-	-	240	240	558	318
220-490-5410-Health Insurance	-	875	984	984	2,162	1,178
220-490-5450-Public Employees Retirement	-	462	580	580	1,649	1,069
Personal Services Total	-	4,302	5,040	5,036	13,567	8,527
Materials & Services						
220-490-6110-Auditing	-	-	500	-	1,140	640
220-490-6112-Legal Services	-	-	500	-	5,000	4,500
220-490-6122-IT Services	-	338	2,400	713	744	(1,656)
220-490-6128-Other Contract Services	-	-	-	8	9	9
220-490-6150-Building Inspection Services	-	16,385	22,500	68,573	51,187	28,687
220-490-6152-Electrical Inspection Services	-	2,234	2,625	7,176	6,630	4,005
220-490-6220-Publications, Printing & Dues	-	-	-	-	250	250
220-490-6226-Postage	-	30	-	26	250	250
220-490-6230-Office Supplies/Equipment	-	-	-	35	250	250
220-490-6238-Bank Service Charges	-	-	125	-	1,500	1,375
220-490-6240-Travel & Training	-	-	-	116	-	-
220-490-6290-Miscellaneous	-	-	100	(3,694)	-	(100)
220-490-6330-Other Repair & Maintenance	-	-	-	-	-	-
220-490-6334-Non-Capitalized Assets	-	-	-	-	-	-
220-490-6420-Water Services	-	39	175	39	500	325
220-490-6425-Sewer Services	-	74	125	77	500	375
220-490-6430-Electricity Services	-	190	225	179	1,000	775
220-490-6435-Internet Services	-	222	148	249	500	352
220-490-6440-Telephone Services	-	197	225	236	500	275
220-490-6445-Refuse Services	-	-	50	-	-	(50)
220-490-6524-Building State Surcharge	-	1,932	5,850	7,560	8,190	2,340
220-490-6525-Electrical State Surcharge	-	468	683	980	1,061	378
Materials & Services Total	-	22,109	36,231	82,273	79,211	42,980
Ending Balance						
220-3300-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Contingencies						
220-900-9590-Contingency	-	-	7,959	-	18,750	10,791
Contingencies Total	-	-	7,959	-	18,750	10,791
Capital Outlay						
220-700-8320-Software	-	-	-	-	-	-
220-700-8335-Equipment & Furnishings	-	-	-	-	10,000	10,000

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Capital Outlay Total	-	-	-	-	10,000	10,000
Reserves & Ending Balances						
220-900-9893-Reserved for future use - Bldg	-	-	-	-	-	-
220-900-9899-Unappropriated Ending Balance	-	29,946	20,875	50,144	-	(20,875)
Reserves & Ending Balances Total	-	29,946	20,875	50,144	-	(20,875)
Grand Total	-	56,357	70,105	137,453	121,528	51,423

Blackberry Jam Festival Fund

Blackberry Jam Festival Committee

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Materials & Services						
314-490-6118-Police Services	1,220	-	-	-	1,000	1,000
314-490-6122-IT Services	442	641	500	286	350	(150)
314-490-6220-Publications, Printing & Dues	-	-	-	50	100	100
314-490-6224-Festival Advertisement	1,376	-	-	-	-	-
314-490-6226-Postage	-	-	-	-	-	-
314-490-6238-Bank Service Charges	26	1	-	25	100	100
314-490-6290-Miscellaneous	2,290	10	-	-	2,200	2,200
314-490-6440-Telephone Services	-	-	-	-	150	150
314-490-6445-Refuse Services	-	-	-	-	1,000	1,000
314-490-6705-Rent	995	960	1,250	1,250	1,000	(250)
314-490-6714-Materials & Services	-	-	-	-	150	150
314-490-6810-Craft/Commercial Booth Exp	38	-	-	-	150	150
314-490-6812-Food Booth Exp	150	-	-	-	100	100
314-490-6813-Beer Garden	-	-	-	-	-	-
314-490-6814-Jam Sales Exp	486	-	-	-	500	500
314-490-6816-Quilt Raffle	3,040	1,500	4,000	3,600	4,000	-
314-490-6820-Sponsorship Exp	-	-	-	-	100	100
314-490-6822-Pie Sales Exp	-	-	-	-	-	-
314-490-6850-5K Race Exp	-	-	-	-	-	-
314-490-6852-Car Show Exp	3,748	-	1,000	251	100	(900)
314-490-6854-Fishing Derby Exp	200	-	-	-	-	-
314-490-6856-Horseshoe Tourney Exp	-	-	-	-	100	100
314-490-6858-Kidz Korner Exp	380	-	-	-	-	-
314-490-6860-Pie Eating Contest Exp	284	-	-	-	-	-
314-490-6862-RC Flyers Exp	-	-	-	-	-	-
314-490-6864-Entertainment Exp	3,760	-	-	-	12,042	12,042
Materials & Services Total	18,435	3,112	6,750	5,462	23,142	16,392
Ending Balance						
314-3300-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Transfers Out						
314-900-9110-Transfer to General Fund	-	-	-	-	-	-
Transfers Out Total	-	-	-	-	-	-
Contingencies						
314-900-9590-Contingency	-	-	-	-	-	-
Contingencies Total	-	-	-	-	-	-
Reserves & Ending Balances						
314-900-9899-Unappropriated Ending Balance	12,508	11,468	7,795	11,042	5,007	(2,788)
Reserves & Ending Balances Total	12,508	11,468	7,795	11,042	5,007	(2,788)
Grand Total	30,943	14,580	14,545	16,504	28,149	13,604

Sewer SDC Fund

Sewer Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Materials & Services						
440-490-6128-Other Contract Services	-	-	53,616	53,616	99,000	45,384
440-490-6714-Materials & Services	-	-	-	-	-	-
Materials & Services Total	-	-	53,616	53,616	99,000	45,384
Ending Balance						
440-3400-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Capital Outlay						
440-700-8550-Sewer Systems	-	-	-	-	35,000	35,000
Capital Outlay Total	-	-	-	-	35,000	35,000
Reserves & Ending Balances						
440-900-9897-Reserved for future use - Sewe	-	-	-	-	-	-
440-900-9899-Unappropriated Ending Balance	139,745	146,159	109,194	125,252	13,172	(96,022)
Reserves & Ending Balances Total	139,745	146,159	109,194	125,252	13,172	(96,022)
Grand Total	139,745	146,159	162,810	178,868	147,172	(15,638)

Water SDC Fund

Water Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Materials & Services						
430-490-6128-Other Contract Services	-	-	102,446	92,957	80,000	(22,446)
430-490-6714-Materials & Services	-	-	-	-	-	-
Materials & Services Total	-	-	102,446	92,957	80,000	(22,446)
Ending Balance						
430-3400-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Capital Outlay						
430-700-8540-Water Systems Improvemts	-	-	-	-	300,000	300,000
Capital Outlay Total	-	-	-	-	300,000	300,000
Reserves & Ending Balances						
430-900-9893-Reserved for future use - Wate	-	-	-	-	-	-
430-900-9899-Unappropriated Ending Balance	311,502	329,228	284,506	382,697	79,797	(204,709)
Reserves & Ending Balances Total	311,502	329,228	284,506	382,697	79,797	(204,709)
Grand Total	311,502	329,228	386,952	475,654	459,797	72,845

Street SDC Fund

Street Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Materials & Services						
412-490-6128-Other Contract Services	-	-	5,000	-	15,000	10,000
412-490-6714-Materials & Services	-	-	-	-	-	-
Materials & Services Total	-	-	5,000	-	15,000	10,000
Ending Balance						
412-3400-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Capital Outlay						
412-700-8530-Street Improvements	-	-	40,000	-	60,260	20,260
Capital Outlay Total	-	-	40,000	-	60,260	20,260
Reserves & Ending Balances						
412-900-9898-Reserved for future use - Stre	-	-	-	-	-	-
412-900-9899-Unappropriated Ending Balance	47,330	50,028	13,710	68,006	4,736	(8,974)
Reserves & Ending Balances Total	47,330	50,028	13,710	68,006	4,736	(8,974)
Grand Total	47,330	50,028	58,710	68,006	79,996	21,286

Stormwater SDC Fund

Stormwater Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Materials & Services						
445-490-6128-Other Contract Services	-	-	-	-	20,000	20,000
445-490-6714-Materials & Services	-	-	-	-	-	-
Materials & Services Total	-	-	-	-	20,000	20,000
Ending Balance						
445-3400-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Capital Outlay						
445-700-8560-Stormwater Improvements	-	-	-	-	40,000	40,000
Capital Outlay Total	-	-	-	-	40,000	40,000
Reserves & Ending Balances						
445-900-9897-Reserved for future use - Sewe	-	-	-	-	-	-
445-900-9899-Unappropriated Ending Balance	44,978	47,976	59,008	68,635	22,295	(36,713)
Reserves & Ending Balances Total	44,978	47,976	59,008	68,635	22,295	(36,713)
Grand Total	44,978	47,976	59,008	68,635	82,295	23,287

Parks SDC Fund

Parks Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Materials & Services						
410-490-6714-Materials & Services	-	-	-	-	10,000	10,000
Materials & Services Total	-	-	-	-	10,000	10,000
Ending Balance						
410-3400-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Capital Outlay						
410-700-8520-Parks Improvements	-	-	-	-	80,313	80,313
Capital Outlay Total	-	-	-	-	80,313	80,313
Reserves & Ending Balances						
410-900-9895-Reserved for future use - Park	-	-	5,000	-	-	(5,000)
410-900-9899-Unappropriated Ending Balance	54,359	58,681	67,725	88,493	18,080	(49,645)
Reserves & Ending Balances Total	54,359	58,681	72,725	88,493	18,080	(54,645)
Grand Total	54,359	58,681	72,725	88,493	108,393	35,668

Sewer Reserve Fund

Sewer Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Ending Balance						
521-3300-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Transfers Out						
521-900-9140-Transfer to Sewer Fund	-	-	-	-	-	-
Transfers Out Total	-	-	-	-	-	-
Reserves & Ending Balances						
521-900-9892-Reserved for Sewer Bond Pymt	-	-	15,756	-	15,764	8
521-900-9899-Unappropriated Ending Balance	9,827	15,751	-	15,754	-	-
Reserves & Ending Balances Total	9,827	15,751	15,756	15,754	15,764	8
Grand Total	9,827	15,751	15,756	15,754	15,764	8

Water Reserve Fund

Water Department

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Estimate	FY 22/23 Adopted	\$ Change
Ending Balance						
520-3300-Ending Fund Balance	-	-	-	-	-	-
Ending Balance Total	-	-	-	-	-	-
Transfers Out						
520-900-9130-Transfer to Water Fund	-	-	-	-	-	-
Transfers Out Total	-	-	-	-	-	-
Reserves & Ending Balances						
520-900-9892-Reserved for Water Bond Pymt	23,643	39,395	39,402	-	39,415	13
520-900-9899-Unappropriated Ending Balance	-	-	-	39,405	-	-
Reserves & Ending Balances Total	23,643	39,395	39,402	39,405	39,415	13
Grand Total	23,643	39,395	39,402	39,405	39,415	13

Debt Service Schedule for FY 2022/2024

Loan No	Lender	Principal Acc	Start Date	Balance at 06/30/2022	Principal Payment	Interest Payment	Balance at 06/30/22	Due within 1 year	Due in future years
G02002	Business Oregon	7110	12/1/2003	150,690.00	23,801.00	7,157.78	126,889.00	18,628.00	108,261.00
J05001	Business Oregon	7122	12/1/2006	95,196.23	9,923.30	4,921.70	85,272.93	9,435.49	75,837.44
L21001	Business Oregon	7125	11/22/2020	257,424.72	11,070.52	5,637.60	246,354.20	11,312.96	235,041.24
S00006	Business Oregon	7110	12/1/2001	-	-	-	-	-	-
New Loan	Business Oregon	7113 & 7114	12/1/2022	230,224.00	-	4,995.86	230,224.00	-	230,224.00
91-03	UDSA - RUS	7124	4/6/2012	797,160.91	17,458.07	21,921.93	779,702.84	17,938.17	761,764.67
92-05	UDSA - RUS	7124	4/6/2013	318,692.70	6,979.95	8,764.05	311,712.75	7,171.90	304,540.85
256156	Government Capital	7111 & 7112	4/25/2020	476,431.35	19,445.34	20,901.04	456,986.01	18,628.12	438,357.89
263007	Government Capital	7110	10/22/2020	307,977.50	307,977.50	8,007.36	-	-	-
Totals:				2,633,797.41	396,655.68	82,307.32	2,237,141.73	83,114.64	2,154,027.09

A public meeting of the Lowell City Council will be held on June 21, 2022 at 7:00 pm at the Lowell Rural Fire Protection District meeting room, 389 N. Pioneer St., Lowell, Oregon 97452. An option to view and participate in the meeting electronically is available. For instructions on how to join electronically, visit the city website at www.ci.lowell.or.us or call (541) 937-2157. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2022 as approved by the Lowell Budget Committee. Public comment will be taken in written format as well as in person at the meeting location. Written comments received by 4:00 pm on June 20, 2022 will be read during the public hearing section of the meeting on June 21, 2022. Written comments may be mailed to PO Box 490, Lowell, OR 97452, emailed to admin@ci.lowell.or.us, or delivered in person to City Hall at 103 E. 3rd St., Lowell, OR 97452. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 107 E. 3rd St., Lowell, OR 97452 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Thursday, or online at www.ci.lowell.or.us or. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: City Administrator Jeremy Caudle

Telephone: (541) 937-. Email: admin@ci.lowell.or.us

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2020-21	Adopted Budget This Year 2021-22	Approved Budget Next Year 2022-23
Beginning Fund Balance/Net Working Capital	1,269,052	1,449,993	1,390,400
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	867,604	1,088,961	1,290,556
Federal, State & all Other Grants, Gifts, Allocations & Donations	424,789	862,319	991,965
Revenue from Bonds and Other Debt	576,428	500,000	230,224
Interfund Transfers / Internal Service Reimbursements	81,040	0	0
All Other Resources Except Current Year Property Taxes	41,468	441,018	781,382
Current Year Property Taxes Estimated to be Received	155,147	155,740	178,646
Total Resources	3,415,528	4,498,031	4,863,173

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	495,404	605,592	613,300
Materials and Services	624,235	866,943	1,115,724
Capital Outlay	817,528	1,316,315	1,998,142
Debt Service	160,977	520,413	709,198
Interfund Transfers	81,040	0	0
Contingencies	0	131,026	166,755
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	1,236,342	1,057,742	260,054
Total Requirements	3,415,526	4,498,031	4,863,173

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM			
Name of Organizational Unit or Program FTE for that unit or program			
Administration	110,371	299,397	329,276
FTE	0.33	0.36	0.28
Code Enforcement	14,313	15,710	8,312
FTE	0.08	0.10	0.04
Community Development	382,681	67,117	113,256
FTE	0.04	0.05	0.06
Library	6,454	350,680	416,550
FTE	0.17	0.59	0.92
Municipal Court	13,814	14,835	14,466
FTE	0.08	0.10	0.07
Parks & Recreation	150,289	946,848	954,859
FTE	1.09	0.72	1.28
Police	28,968	29,530	29,530
FTE	0.00	0.00	0.00
Tourism	2,251	6,111	10,586
FTE	0.00	0.00	0.00
Blackberry Jam Festival	14,580	14,545	28,149
FTE	0.00	0.00	0.00
Building Inspections	56,357	70,105	121,480
FTE	0.04	0.05	0.08
Sewer	736,949	832,295	760,771
FTE	1.84	2.07	1.61
Water	1,037,022	985,248	975,151.00
FTE	1.84	2.07	1.61
Streets & Stormwater	549,945	248,678	346,382
FTE	0.33	0.25	0.32
Not Allocated to Organizational Unit or Program	311,532	616,932.00	754,405
FTE	0.00	0.00	0.00
Total Requirements	3,415,526	4,498,031	4,863,173
Total FTE	5.84	6.36	6.38

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING
Major changes in activities include: (1) Budgeting for Maggie Osgood Library/City Hall renovation at total estimated project cost of \$701,052. (2) Completing the sale of the city's 205/295 E. Main St. property for commercial development at the agreed-upon sale price of \$375,000 and using the sale proceeds to pay off the loan used to acquire this property. (3) Hiring a part-time Library Director to start in July 2022. (4) Receiving grants of \$740,715 to finance the Rolling Rock Park Phase 1 construction project. Major changes in sources of financing include: (1) Receiving loan from Business Oregon in the amount of \$230,224 to finance the Maggie Osgood Library/City Hall renovation. (2) Selling 3 surplus city properties with gross sales proceeds estimated at \$429,145. (3) Proposed water and sewer rate increases of 5%.

PROPERTY TAX LEVIES			
	Actual Amount 2020-21	Adopted Budget This Year 2021-22	Approved Budget Next Year 2022-23
Permanent Rate Levy (rate limit \$2.1613 per \$1,000)	\$2.1613	\$2.1613	\$2.1613
Local Option Levy	\$0	\$0	\$0
Levy For General Obligation Bonds	\$0	\$0	\$0

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$1,849,389	\$230,224
Other Borrowings	\$784,409	\$0
Total	\$2,633,798	\$230,224

Agenda Item Sheet

City of Lowell City Council

Type of item:

Resolution

Item title/recommended action:

Motion to approve Resolution #787, "A resolution certifying services." – Discussion/ Possible action

Justification or background:

State law requires a public hearing and adoption of a resolution certifying services to remain eligible to receive state revenue sharing.

Budget impact:

Ability to receive state revenue sharing funds.

Department or Council sponsor:

Administration

Attachments:

Resolution 787

Meeting date:

06/21/2022

CITY OF LOWELL, OREGON

RESOLUTION 787

A RESOLUTION CERTIFYING THE PROVISION OF MUNICIPAL SERVICES.

RECITALS:

ORS 221.760 provides that a city located within a county that has more than 100,000 inhabitants according to the most recent federal decennial census must provide four or more municipal services in order to qualify to receive revenues from cigarette, gas, and liquor taxes (Shared Revenues). These revenues are provided for in ORS 323.455, 366.785 to 366.820 and 471.805. The services to be provided are:

- (a) Police protection.
- (b) Fire protection.
- (c) Street construction, maintenance and lighting.
- (d) Sanitary sewers.
- (e) Storm sewers.
- (f) Planning, zoning and subdivision control.
- (g) One or more utility services.

To assist the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, the City wishes to certify its eligibility.

NOW, THEREFORE, BE IT RESOVLED by the City Council of the City of Lowell as follows:

Section 1. The City of Lowell hereby certifies that it provides the following municipal services enumerated in ORS 221.760:

- (a) Police protection. - **YES**
- (b) Fire protection. - **NO**
- (c) Street construction, maintenance and lighting. - **YES**
- (d) Sanitary sewers. - **YES**
- (e) Storm sewers. - **YES**
- (f) Planning, zoning and subdivision control. - **YES**
- (g) One or more utility services. - **YES, WATER AND SEWER UTILITY SERVICE**

[This section left intentionally blank.]

Adopted by the City Council of the City of Lowell this 21ST day of June 2022.

AYES: ____

NOES: ____

APPROVED:

Don Bennett, Mayor

ATTEST:

Jeremy Caudle, City Recorder

Agenda Item Sheet

City of Lowell City Council

Type of item:	Resolution
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Item title/recommended action:

Motion to approve Resolution #788, "A resolution to adopt a supplemental budget for the fiscal year beginning July 1, 2021, to make supplemental appropriations, and to authorize the transfer of appropriations within funds." – Discussion/ Possible action

Justification or background:

This is to adopt both a supplemental budget, as well as a line-item budget amendment, for the FY 21/22 budget. The supplemental budget includes adding an appropriation of \$10,400 to the "capital outlay" category within the street fund. The reason for the increase is that street repair and excavation work performed in FY 21/22 was originally recorded in the "materials and services" category when it is more appropriate to classify the work as "capital outlay." Since the FY 21/22 budget did not include a budget for capital outlay in the Street Fund, a supplemental budget is necessary to create that appropriations category. The line-item transfers (Attachment B) include transferring what was budgeted for the Librarian to the account where we are recording the costs of our library consultant. In the Sewer Fund, we are transferring contingency amounts into the capital outlay category to cover the costs of unanticipated repairs that occurred earlier in the fiscal year for the return activated sludge pump.

Budget impact:

See attached budget schedules

Department or Council sponsor:

Administration

Attachments:

Resolution 788

Meeting date:	06/21/2022
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CITY OF LOWELL, OREGON

RESOLUTION 788

A RESOLUTION TO ADOPT A SUPPLEMENTAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2021, TO MAKE SUPPLEMENTAL APPROPRIATIONS, AND TO AUTHORIZE THE TRANSFER OF APPROPRIATIONS WITHIN FUNDS.

RECITALS:

The City of Lowell budget for the fiscal year beginning July 1, 2021 was adopted by the City Council on June 15, 2021. Since then, an occurrence or condition which had not been ascertained at the time of the preparation of the budget for the current fiscal year requires a change in financial planning. In order not to overspend appropriations, it is necessary to increase an appropriations category within the Street Fund through a supplemental budget. In accordance with the Oregon Local Budget Law, notice was published on June 15, 2022 of the public hearing that was held before the City Council on June 21, 2022.

In addition, departments, organizational units, and categories of expenditures accounts within the General Fund and Sewer Fund for the City of Lowell's fiscal year 2021-2022 budget need adjusting for additional appropriation authority. As provided by the Oregon Local Budget Law, such additional appropriation authority for expenditures may be made by transfer of contingency appropriations or other appropriations within a specific fund when authorized by resolution of the City Council.

NOW, THEREFORE, BE IT RESOVLED by the City Council of the City of Lowell as follows:

Section 1. That the transfers of appropriations and the increase in the “capital outlay” expenditures category for the Street Fund, as set forth in Attachment A, are hereby authorized for the 2021-2022 fiscal year.

Section 2. That the transfers of appropriations, as set forth in Attachment B, are hereby authorized for the 2021-2022 fiscal year.

Section 3. This resolution shall become effective immediately upon its passage by the City Council.

[This section left intentionally blank.]

Adopted by the City Council of the City of Lowell this 21st day of June 2022.

AYES: ____

NOES: ____

APPROVED:

Don Bennett, Mayor

ATTEST:

Jeremy Caudle, City Recorder

Attachment A
City of Lowell
Supplemental budget detail by fund, department, category, and account
Approved June 21, 2022

Supplemental appropriations and transfers:

<u>Street Fund - Street Department</u>		Beginning appropriation	Increase	Decrease	Revised appropriation
<u>Category</u>	<u>Account</u>				
1 Materials & Services	312-490-6330-Other Repair & Maintenance	10,000	0	-9,400	600
2 Materials & Services	312-490-6334-Non-Capitalized Assets	2,500	0	-1,000	1,500
3 Capital Outlay	312-700-8530-Street Improvements	0	10,400	0	10,400
Total Street Fund supplemental budget:		12,500	10,400	-10,400	12,500

Attachment B
City of Lowell
Transfer of appropriations detail by fund, department, category, and account
Approved June 21, 2022

Transfer of appropriations:

<u>General Fund - Library Department</u>		Beginning appropriation	Increase	Decrease	Revised appropriation
<u>Category</u>	<u>Account</u>				
1 Personal Services	110-450-5130-Librarian/Special Events	16,380	0	-16,380	0
2 Materials & Services	110-450-6128-Other Contract Services	500	16,380	0	16,880
Total General Fund appropriations transfer:		16,880	16,380	-16,380	16,880

Transfer of appropriations:

<u>Sewer Fund - Sewer Department</u>		Beginning appropriation	Increase	Decrease	Revised appropriation
<u>Category</u>	<u>Account</u>				
1 Contingency	240-900-9590-Contingency	40,342	0	-40,342	0
2 Capital Outlay	240-700-8550-Sewer Systems	0	40,342	0	40,342
Total Sewer Fund appropriations transfer:		40,342	40,342	-40,342	40,342

NOTICE OF SUPPLEMENTAL BUDGET HEARING

A public hearing on a proposed supplemental budget for the City of Lowell for the current fiscal year will be held on June 21, 2022 at 7:00 pm at the Lowell Rural Fire Protection District meeting room, 389 N. Pioneer St., Lowell, Oregon 97452. An option to view and participate in the meeting electronically is available. For instructions on how to join electronically, visit the city website at www.ci.lowell.or.us or call (541) 937-2157. The purpose of the hearing is to discuss the supplemental budget with interested persons. Public comment will be taken in written format as well as in person at the meeting location. Written comments received by 4:00 pm on June 20, 2022 will be read during the public hearing section of the meeting on June 21, 2022. Written comments may be mailed to PO Box 490, Lowell, OR 97452, emailed to admin@ci.lowell.or.us, or delivered in person to City Hall at 103 E. 3rd St., Lowell, OR 97452. A summary of the budget is presented below. A copy of the supplemental budget may be inspected or obtained at 107 E. 3rd St., Lowell, OR 97452 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Thursday, or online at www.ci.lowell.or.us or.

SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: STREET

	Resource	Amount
1	N/A	N/A
2	N/A	N/A
3	N/A	N/A
Revised Total Fund Resources		N/A

	Expenditure	Amount
1	Street Dept./Materials& Services/Other Repair & Maintenance	-9,400
2	Street Dept./Materials& Services/Non-Capitalize Assets	-1,000
3	Street Dept./Capital Outlay/Street Improvements	10,400
Revised Total Fund Requirements		0

Explanation of change(s):

This is to add an appropriation to the capital outlay category within the Street Fund. The adopted budget did not include appropriations to the capital outlay category. Additional appropriations to the capital outlay category are necessary to ensure adequate budget for excavating and repair work done on city streets. This supplemental budget transfers appropriations from materials and services accounts into a capital outlay account, result in no net change in appropriations for this fund.

Agenda Item Sheet

City of Lowell City Council

Type of item:	Resolution
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Item title/recommended action:

Motion to approve Resolution #789, "A resolution authorizing adjustments to the employee pay scale for fiscal year 2022/2023."

Justification or background:

This is to implement the pay scale updates as outlined in the recommended budget. The new pay scale has higher starting wages for each employee. Resolution #789 also specifies where on the pay scale current employees will fall. Under the reclassification in Exhibit B, each employee will receive a raise, though the amount of raise ranges from 1.26% to 5.5%. Total wages/salaries, payroll taxes, retirement contributions, and workers' compensation premiums for FY 22/23 are actually \$11 less than the FY 21/22 adopted budget. This is due to the retirement last year of the long-time City Clerk who was at the top of the pay scale.

Budget impact:

Updates to wages/salaries and associated expenditures.

Department or Council sponsor:

Administration

Attachments:

Resolution 789 and attachments

Meeting date:	06/21/2022
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CITY OF LOWELL, OREGON

RESOLUTION 789

A RESOLUTION AUTHORIZING AN ADJUSTMENT TO THE EMPLOYEE PAY SCALE FOR THE 2022-2023 FISCAL YEAR.

BE IT RESOVLED by the City Council of the City of Lowell as follows:

Section 1. The pay scale in Exhibit A is approved and will remain in effect until modified or replaced by future City Council action.

Section 2. Exhibit B is approved and sets forth the pay steps for current City employees within the pay scale in Exhibit A.

Section 3. This resolution is effective as of July 1, 2022 and supersedes Resolution 767.

Adopted by the City Council of the City of Lowell this 21st day of June 2022.

AYES: ____

NOES: ____

APPROVED:

Don Bennett, Mayor

ATTEST:

Jeremy Caudle, City Recorder

EXHIBIT A: APPROVED PAY SCALE

City of Lowell
Personal Services

Adopted for:
Fiscal Year 22-23

Proposed Pay Scale			Step									
No	GL	Position	1	2	3	4	5	6	7	8	9	10
1		City Administrator	Negotiated by Contract									
2		City Clerk	43,160	44,671	46,234	47,852	49,527	51,260	53,054	54,911	56,833	58,822
		Monthly	3,596.67	3,722.58	3,852.83	3,987.67	4,127.25	4,271.67	4,421.17	4,575.92	4,736.08	4,901.83
		Hourly	20.75	21.48	22.23	23.01	23.81	24.64	25.51	26.40	27.32	28.28
3		Public Works Director	63,649	65,876	68,182	70,568	73,038	75,594	78,240	80,978	83,812	86,745
		Monthly	5,304.05	5,489.67	5,681.83	5,880.67	6,086.50	6,299.50	6,520.00	6,748.17	6,984.33	7,228.75
		Hourly	30.60	31.67	32.78	33.93	35.11	36.34	37.62	38.93	40.29	41.70
4		Utility Worker	44,200	45,747	47,348	49,005	50,720	52,495	54,332	56,234	58,202	60,239
		Monthly	3,683.33	3,812.25	3,945.67	4,083.75	4,226.67	4,374.58	4,527.67	4,686.17	4,850.17	5,019.92
		Hourly	21.25	21.99	22.76	23.56	24.38	25.24	26.12	27.04	27.98	28.96
5		Maintenance Worker	33,280	34,445	35,651	36,899	38,190	39,527	40,910	42,342	43,824	45,358
		Monthly	2,773.33	2,870.42	2,970.92	3,074.92	3,182.50	3,293.92	3,409.17	3,528.50	3,652.00	3,779.83
		Hourly	16.00	16.56	17.14	17.74	18.36	19.00	19.67	20.36	21.07	21.81
6		Librarian/Special Events	37,440	38,750	40,106	41,510	42,963	44,467	46,023	47,634	49,301	51,027
		Monthly	3,120.00	3,229.17	3,342.17	3,459.17	3,580.25	3,705.58	3,835.25	3,969.50	4,108.42	4,252.25
		Hourly	18.00	18.63	19.28	19.96	20.66	21.38	22.13	22.90	23.70	24.53
7		Temporary/Seasonal	33,280	34,445	35,651	36,899	38,190	39,527	40,910	42,342	43,824	45,358
		Monthly	2,773.33	2,870.42	2,970.92	3,074.92	3,182.50	3,293.92	3,409.17	3,528.50	3,652.00	3,779.83
		Hourly	16.00	16.56	17.14	17.74	18.36	19.00	19.67	20.36	21.07	21.81

The proposed scale has been changed to identify the annual salary as 1 FTE for step 1 of each position, then calculate the monthly and hourly rates from the annual salary

This scale reflects a 3.5% increase between each step

This scale has been adjusted to reflect a more competitive starting wage for each position. A Cola should be applied to step 1 of this scale in future years

step 1 for Maintenance Worker and Temporary/Seasonal Worker positions were increased to reflect the new minimum wage standard for Oregon as of July 1, 2022

**EXHIBIT B:
RECLASSIFICATION OF CURRENT EMPLOYEE PAY STEPS
WITHIN THE PAY SCALE EFFECTIVE JULY 1, 2022**

List No	EmpNo	Title	Employee name	Approved step in new pay scale starting July 1, 2022
1	102	City Administrator	Jeremy Caudle	Negotiated by contract
2	104	City Clerk	Samantha Dragt	3
3	101	Public Works Director	Max Baker	7
4	105	Utility Worker	Nicholas Harris	2
5	106	Utility Worker	Hunter Harris	2
6	103	Maintenance Worker	Bob Daigneault	3
7	920	Librarian/Special Events	VACANT	1
8	930	Temporary/Seasonal	VACANT	1

Agenda Item Sheet

City of Lowell City Council

Type of item:	Resolution
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Item title/recommended action:

Motion to approve "Amendment no. 1" to the May 17, 2022 intergovernmental agreement with the Oregon Department of Transportation and Lane Council of Governments and to authorize the City Administrator to sign. – Discussion/ Possible action

Justification or background:

The Oregon Department of Transportation is requesting an amendment to the intergovernmental agreement that was executed on 5/7/22 for the code update project. This amendment covers: (1) Single Audit Act Requirements. (2) Certifications from the city that it complies with the Civil Rights Act of 1964, among other certifications. (3) Eligible costs for the project. (4) Other miscellaneous edits to the wording of the original agreement.

Budget impact:

N/A

Department or Council sponsor:

Planning

Attachments:

Proposed amendment from ODOT

Meeting date:	06/21/2022
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AMENDMENT NO. 1

The State of Oregon, acting by and through its Department of Transportation, hereinafter referred to as “ODOT” or “Agency”, and City of Lowell, hereinafter referred to as “City”, and Lane Council of Governments, hereinafter referred to as “LCOG”, or “Grantees” when referring to both the City and LCOG entered into an intergovernmental agreement on May 17, 2022 (“Agreement”). Said Agreement covers a Transportation and Growth Management grant for Code Assistance City of Lowell Downtown Plan Implementation and General Code Amendments - Phase 2.

It has now been determined by ODOT and Grantees that the Agreement referenced above, although remaining in full force and effect, shall be amended to include Subrecipient Language. Except as expressly amended below, all other terms and conditions of the Agreement, are still in full force and effect.

Section 4 (Grantees’ Representations, Warranties, and Certification); shall be amended to include the following:

C. As federal funds are involved in this Project, Exhibit D sets forth information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200, and it, by execution of this Agreement, makes the certifications set forth in Exhibits B and C. For purposes of the certifications in Exhibits B and C, references to “Contractor” shall be deemed references to City.

Section 5 (General Covenants of Grantees); shall be amended to include the following:

L. Single Audit Act Requirements. The TGM Program receives FAST Act grant funds through the Catalog of Federal Domestic Assistance (“CFDA”) No. 20.205: Highway Planning and Construction and is subject to the regulations of the U.S. Department of Transportation (“USDOT”). City is a sub-recipient.

(1) Subrecipients receiving federal funds in excess of \$750,000 in the subrecipient’s fiscal year are subject to audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. The Grantee, if subject to this requirement, shall at its own expense submit to ODOT a copy of, or electronic link to, its annual audit subject to this requirement covering the funds expended under this Agreement and shall submit or cause to be submitted to ODOT the annual audit of any subrecipient(s), contractor(s), or subcontractor(s) of the Grantee responsible for the financial management of funds received under this Agreement.

(2) Audit costs for audits not required in accordance with 2 CFR part 200, subpart F are unallowable. If the Grantee did not expend \$750,000 or more in Federal funds in its fiscal year, but contracted with a certified public accountant to perform an audit, costs for performance of that audit shall not be charged to the grant received under this Agreement.

(3) The Grantee shall save, protect and hold harmless ODOT from the cost of any audits or special investigations performed by the Federal awarding agency or any federal agency with respect to the funds expended under this Agreement. The Grantee acknowledges and agrees that any audit costs incurred by the Grantee as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between the Grantee and the State of Oregon.

Exhibit E sets out the information required by 2 CFR 200.331(a)(1). Records must be available as provided in Section 5.H. above.

Paragraph D of Section 8 (General Provisions); which currently reads:

D. Sections 5(H), 5(I), 5(K) and 8 of this Agreement and any other provision which by its terms is intended to survive termination of this Agreement shall survive.

Shall be amended to read:

D. Sections 5(H), 5(I), 5(K) , 5(L) and 8 of this Agreement and any other provision which by its terms is intended to survive termination of this Agreement shall survive.

Exhibits B and C shall be added as follows:

EXHIBIT B (Local Agency or State Agency)

CONTRACTOR CERTIFICATION

Contractor certifies by signing this contract that Contractor has not:

- (a) Employed or retained for a commission, percentage, brokerage, contingency fee or other consideration, any firm or person (other than a bona fide employee working solely for me or the above consultant) to solicit or secure this contract,
- (b) agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out the contract, or

- (c) paid or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above consultant), any fee, contribution, donation or consideration of any kind for or in connection with, procuring or carrying out the contract, except as here expressly stated (if any):

Contractor further acknowledges that this certificate is to be furnished to the Federal Highway Administration, and is subject to applicable State and Federal laws, both criminal and civil.

AGENCY OFFICIAL CERTIFICATION (ODOT)

Department official likewise certifies by signing this contract that Contractor or his/her representative has not been required directly or indirectly as an expression of implied condition in connection with obtaining or carrying out this contract to:

- (a) Employ, retain or agree to employ or retain, any firm or person or
- (b) pay or agree to pay, to any firm, person or organization, any fee, contribution, donation or consideration of any kind except as here expressly stated (if any):

Department official further acknowledges this certificate is to be furnished to the Federal Highway Administration, and is subject to applicable State and Federal laws, both criminal and civil.

EXHIBIT C

Federal Provisions
Oregon Department of Transportation

I. CERTIFICATION OF NONINVOLVEMENT IN ANY DEBARMENT AND SUSPENSION

Contractor certifies by signing this contract that to the best of its knowledge and belief, it and its principals:

- | | |
|--|--|
| 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency; | criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of |
| 2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a | embezzlement, theft, forgery, bribery falsification or destruction of records, making false statements or receiving stolen property; |

3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
4. Have not within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default.

enter into this transaction. If it is later determined that the Contractor knowingly rendered an erroneous

Where the Contractor is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

List exceptions. For each exception noted, indicate to whom the exception applies, initiating agency, and dates of action. If additional space is required, attach another page with the following heading: Certification Exceptions continued, Contract Insert.

EXCEPTIONS:

Exceptions will not necessarily result in denial of award, but will be considered in determining Contractor responsibility. Providing false information may result in criminal prosecution or administrative sanctions.

The Contractor is advised that by signing this contract, the Contractor is deemed to have signed this certification.

II. INSTRUCTIONS FOR CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS—PRIMARY COVERED TRANSACTIONS

1. By signing this contract, the Contractor is providing the certification set out below.
2. The inability to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The Contractor shall explain why he or she cannot provide the certification set out below. This explanation will be considered in connection with the Oregon Department of Transportation determination to enter into this transaction. Failure to furnish an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the Department determined to

certification, in addition to other remedies available to the Federal Government or the Department may terminate this transaction for cause of default.

4. The Contractor shall provide immediate written notice to the Department to whom this proposal is submitted if at any time the Contractor learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the Department's Program Section (Tel. (503) 986-3400) to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The Contractor agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transactions with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency entering into this transaction.
7. The Contractor further agrees by submitting this proposal that it will include the Addendum to Form FHWA-1273 titled, "Appendix B--Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions", provided by the Department entering into this covered transaction without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and

frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List published by the U. S. General Services Administration.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government or the Department, the Department may terminate this transaction for cause or default.

III. ADDENDUM TO FORM FHWA-1273, REQUIRED CONTRACT PROVISIONS

This certification applies to subcontractors, material suppliers, vendors, and other lower tier participants.

- Appendix B of 49 CFR Part 29 -

Appendix B--Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion--Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this contract, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available

remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this contract is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this contract that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this contract that it will include this clause titled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction", without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the nonprocurement list.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion--Lower Tier Covered Transactions

- a. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.
- b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

IV. EMPLOYMENT

1. Contractor warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this contract and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Contractors, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach or violation of this warranting, Department shall have the right to

annul this contract without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

2. Contractor shall not engage, on a full or part-time basis or other basis, during the period of the contract, any professional or technical personnel who are or have been at any time during the period of this contract, in the employ of Department, except regularly retired employees, without written consent of the public employer of such person.
3. Contractor agrees to perform consulting services with that standard of care, skill and diligence normally provided by a professional in the performance of such consulting services on work similar to that hereunder. Department shall be entitled to rely on the accuracy, competence, and completeness of Contractor's services.

V. NONDISCRIMINATION

During the performance of this contract, Contractor, for himself, his assignees and successors in interest, hereinafter referred to as Contractor, agrees as follows:

1. Compliance with Regulations. Contractor agrees to comply with Title VI of the Civil Rights Act of 1964, and Section 162(a) of the Federal-Aid Highway Act of 1973 and the Civil Rights Restoration Act of 1987. Contractor shall comply with the regulations of the Department of Transportation relative to nondiscrimination in Federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are incorporated by reference and made a part of this contract. Contractor, with regard to the work performed after award and prior to completion of the contract work, shall not discriminate on grounds of race, creed, color, sex or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. Contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the

contract covers a program set forth in Appendix B of the Regulations. In particular, Grantee expressly agrees to comply and require all subcontractors or subrecipients to comply with the following laws, regulations and executive orders to the extent they are applicable to the Project: (a) Title VI and VII of the Civil Rights Act of 1964, (b) Sections 503 and 504 of the Rehabilitation Act of 1973, (c) the Age Discrimination in Employment Act of 1967, and the Age Discrimination Act of 1975, (d) Title IX of the Education Amendment of 1972, (e) the Drug Abuse Office and Treatment Act of 1972, (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, (g) Section 523 and 527 of the Public Health Service Act of 1912, (h) Title VIII of the Civil Rights act of 1968, (i) the Hatch Act (U.S.C. 1501-1508 ad 7328), (j) Davis-Bacon Act (40 U.S.C. 276a to 276a7), (k) the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874), (l) the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), (m) all other applicable requirements of federal civil rights and rehabilitation statutes, rules and regulations. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to this Agreement and required by law to be so incorporated. No federal funds may be used to provide work in violation of 42 U.S.C. 14402.

2. Solicitation for Subcontractors, including Procurement of Materials and Equipment. In all solicitations, either by competitive bidding or negotiations made by Contractor for work to be performed under a subcontract, including procurement of materials and equipment, each potential subcontractor or supplier shall be notified by Contractor of Contractor's obligations under this contract and regulations relative to nondiscrimination on the grounds of race, creed, color, sex or national origin.
3. Nondiscrimination in Employment (Title VII of the 1964 Civil Rights Act). During the performance of this contract, Contractor agrees as follows:
 - a. Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex or national origin. Contractor will take affirmative action to ensure that applicants

are employed, and that employees are treated during employment, without regard to their race, creed, color, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this nondiscrimination clause.

- b. Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex or national origin.

4. Information and Reports. Contractor will provide all information and reports required by the Regulations or orders and instructions issued pursuant thereto, and will permit access to his books, records, accounts, other sources of information, and his facilities as may be determined by Department or FHWA as appropriate, and shall set forth what efforts he has made to obtain the information.
5. Sanctions for Noncompliance. In the event of Contractor's noncompliance with the nondiscrimination provisions of the contract, Department shall impose such agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. Withholding of payments to Contractor under the agreement until Contractor complies; and/or
 - b. Cancellation, termination or suspension of the agreement in whole or in part.
6. Incorporation of Provisions. Contractor will include the provisions of paragraphs 1 through 6 of this section in every subcontract, including procurement of materials and leases of equipment, unless exempt from Regulations, orders or instructions issued pursuant thereto. Contractor shall take such action with respect

to any subcontractor or procurement as Department or FHWA may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event Contractor becomes involved in or is threatened with litigation with a subcontractor or supplier as a result of such direction, Department may, at its option, enter into such litigation to protect the interests of Department, and, in addition, Contractor may request Department to enter into such litigation to protect the interests of the State of Oregon.

VI. DISADVANTAGED BUSINESS ENTERPRISE (DBE) POLICY

In accordance with Title 49, Code of Federal Regulations, Part 26, Contractor shall agree to abide by and take all necessary and reasonable steps to comply with the following statement:

DBE POLICY STATEMENT

DBE Policy. It is the policy of the United States Department of Transportation (USDOT) to practice nondiscrimination on the basis of race, color, sex and/or national origin in the award and administration of USDOT assist contracts. Consequently, the DBE requirements of 49 CFR 26 apply to this contract.

Required Statement For USDOT Financial Assistance Agreement. If as a condition of assistance the Agency has submitted and the US Department of Transportation has approved a Disadvantaged Business Enterprise Affirmative Action Program which the Agency agrees to carry out, this affirmative action program is incorporated into the financial assistance agreement by reference.

DBE Obligations. The Oregon Department of Transportation (ODOT) and its contractor agree to ensure that Disadvantaged Business Enterprises as defined in 49 CFR 26 have the opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds. In this regard, Contractor shall take all necessary and reasonable steps in accordance with 49 CFR 26 to ensure that Disadvantaged Business Enterprises have the opportunity to compete for and perform contracts. Neither ODOT nor its contractors shall discriminate on the basis of race, color, national origin or sex in the award and performance of

federally-assisted contracts. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of such contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as ODOT deems appropriate.

The DBE Policy Statement and Obligations shall be included in all subcontracts entered into under this contract.

Records and Reports. Contractor shall provide monthly documentation to Department that it is subcontracting with or purchasing materials from the DBEs identified to meet contract goals. Contractor shall notify Department and obtain its written approval before replacing a DBE or making any change in the DBE participation listed. If a DBE is unable to fulfill the original obligation to the contract, Contractor must demonstrate to Department the Affirmative Action steps taken to replace the DBE with another DBE. Failure to do so will result in withholding payment on those items. The monthly documentation will not be required after the DBE goal commitment is satisfactory to Department.

Any DBE participation attained after the DBE goal has been satisfied should be reported to the Departments.

DBE Definition. Only firms DBE certified by the State of Oregon, Department of Consumer & Business Services, Office of Minority, Women & Emerging Small Business, may be utilized to satisfy this obligation.

CONTRACTOR'S DBE CONTRACT GOAL

DBE GOAL 0 %

By signing this contract, Contractor assures that good faith efforts have been made to meet the goal for the DBE participation specified in the Request for Proposal/Qualification for this project as required by ORS 200.045, and 49 CFR 26.53 and 49 CFR, Part 26, Appendix A.

VII. LOBBYING

The Contractor certifies, by signing this agreement to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor also agrees by signing this agreement that he or she shall require that the language of this certification be included in all lower tier subagreements, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

FOR INQUIRY CONCERNING ODOT'S DBE PROGRAM REQUIREMENT CONTACT OFFICE OF CIVIL RIGHTS AT (503)986-4354.

Clean Air, Clean Water, EPA Regulations. If this Agreement, including amendments, exceeds \$150,000 then Grantee shall comply and require all subcontractors to comply with all applicable standards, orders, or requirements issued under

Section 306 of the Clean Air Act (42 U.S.C. 7606), the Federal Water Pollution Control Act as amended (commonly known as the Clean Water Act) (33 U.S.C. 1251 to 1387), specifically including, but not limited to Section 508 (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (2 CFR Part 1532), which prohibit the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. Violations shall be reported to ODOT and the appropriate Regional Office of the Environmental Protection Agency. Grantee shall include and require all subcontractors to include language requiring the subcontractor to comply with the federal laws identified in this section.

4. Other Environmental Standards. Grantee shall comply and require all subcontractors to comply with all applicable environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order 11514; (b) protection of wetlands pursuant to Executive Order 11990; (c) evaluation of flood hazards in flood plains in accordance with Executive Order 11988; (d) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (e) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (f) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (g) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).

5. Energy Efficiency. Grantee shall comply and require all subcontractors to comply with applicable mandatory standards and policies relating to energy efficiency that are contained in the Oregon energy conservation plan issued in compliance with the Energy Policy and Conservation Act 42 U.S.C. 6201 et seq. (Pub. L. 94-163).

Uniform Guidance and Administrative Requirements. 2 CFR Part 200, or the equivalent

applicable provision adopted by the Federal Funding Agency in 2 CFR Subtitle B, including but not limited to the following:

- a. Property Standards.** 2 CFR 200.313, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, which generally describes the required maintenance, documentation, and allowed disposition of equipment purchased with federal funds. Such requirements include, without limitation, that material and equipment shall be used in the program or activity for which it was acquired as long as needed, whether or not the Project continues to be supported by Grant Funds. Ownership of equipment acquired with Grant Funds shall be vested with the Grantee. Costs incurred for maintenance, repairs, updating, or support of such equipment shall be borne by the Grantee. If any material or equipment ceases to be used in Project activities, the Grantee agrees to promptly notify Agency. In such event, Agency may direct the Grantee to transfer, return, keep, or otherwise dispose of the equipment.
 - b. Procurement Standards.** When procuring goods or services (including professional consulting services) with *state funds*, the applicable state procurement regulations found in the Oregon Public Contracting Code, ORS chapters 279A, 279B and 279C; or for *federally funded* projects 2 CFR §§ 200.318 b through 200.326, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, as applicable.
 - c. Contract Provisions.** The contract provisions listed in 2 CFR Part 200, Appendix II, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, that are hereby incorporated into this Exhibit, are, to the extent applicable, obligations of Grantee, and Grantee shall also include these contract provisions in its contracts with non-Federal entities. As applicable, Grantee shall make purchases of any equipment, materials, or services pursuant to this Agreement under procedures consistent with those outlined in ORS Chapters 279, 279A, 279B and 279C.
- 9. Federal Whistleblower Protection.** Grantee shall comply, and ensure the compliance by subcontractors or subgrantees, with 10 USC 2409 2324 and 41 U.S.C. 4712.

Exhibit D Eligible Participating Cost shall be deleted in its entirety and replaced with the following:

**EXHIBIT D
ELIGIBLE PARTICIPATING COST
DESCRIPTION**

PERSONNEL SERVICES

Salaries - Straight time pay for regular working hours in a monthly period. Includes standard labor distributions like Social Security Taxes, Workers' Compensation Assessments and Medical, Dental, Life Insurance. Excludes mass transit tax, vacation leave, sick leave and compensatory time taken.

Overtime - Payments to employees for work performed in excess of their regular work shift.

Shift Differential - Payments to employees, in addition to regular pay, for shift differential work as described in labor contracts or Personnel Rules.

Travel Differential - Payments to employees, in addition to regular pay, for travel time to and from work on projects in excess and beyond an 8 hour day as described in labor contracts or Personnel Rules.

SERVICES AND SUPPLIES

In-State Travel - Per Rates Identified in State Travel Handbook

Meals & Misc. - Payment for meals incurred while traveling within the State of Oregon.

Lodging & Room Tax - Payment for lodging, including room taxes, incurred while traveling within the State of Oregon.

Fares, Taxi, Bus, Air, Etc.

Per Diem - Payment for per diem, incurred while traveling within the State of Oregon.

Other - Payment for other miscellaneous expense, incurred while traveling within the State of Oregon.

Private Car Mileage - Payment for private car mileage while traveling within the State of Oregon.

Office Expense

Direct Project Expenses Including:

Photo, Video & Microfilm Supplies - Payment for photography, video and microfilm supplies such as film for cameras, blank video tapes, storage folders, etc.

Printing, Reproduction & Duplication - Expenditures for services to copy, print, reproduce and/or duplicate documents.

Postage - Payment for direct project postage.

Freight & Express Mail - Payment for direct project freight services on outgoing shipments.

Telecommunications

Phone Toll Charges (long-distance) - Payment for telephone long distance charges.

Publicity & Publication

Publish & Print Photos - Payment for printing and publishing photographs to development of publicity and publications.

Conferences (costs to put on conference or seminars)

Equipment \$250 - \$4,999

NOT ELIGIBLE

Employee Training, Excluding Travel

NOT ELIGIBLE

Training In-State Travel

NOT ELIGIBLE

CAPITAL OUTLAY

NOT ELIGIBLE

Exhibit E shall be added as follows:

EXHIBIT E

Information Required by 2 CFR Subtitle B with guidance at 2 CFR Part 200

1. Federal Award Identification: 0000(281)
2. Grantee Name (which must match the name associated with 3 below): City of Lowell
3. Grantee's unique entity identifier (i.e. DUNS number):
107957268/NENFVHKRNZR7
4. Federal Award Identification Number (FAIN): 0000(281)
5. Federal Award Date: June 17, 2021
6. Period of Performance Start and End Date: From March 2022 to March 2023
7. Total Amount of Federal Funds Obligated by this Agreement:
\$52,980

A. Total Amount of Federal Award: \$52,980

Federal award project description: 2021 Transportation and Growth Management Program

Name of Federal awarding agency: FHWA

Contact information for awarding official: Tim Rogers

Indirect cost rate: 26.9434%

i.a. CFDA Number and Name: 20.205 - Highway Planning and Construction

i.b. Amount: \$52,980

ii.a. CFDA Number and Name: _____

ii.b. Amount: _____

iii.a. CFDA Number and Name: _____

iii.b. Amount: _____

B. Total Amount of Federal Award: _____

Federal award project description: _____

Name of Federal awarding agency: _____

Contact information for awarding official:

Indirect cost rate: _____
i.a. CFDA Number and Name: _____
i.b. Amount: _____
ii.a. CFDA Number and Name: _____
ii.b. Amount: _____
iii.a. CFDA Number and Name: _____
iii.b. Amount: _____
C. Total Amount of Federal Award: _____
Federal award project description: _____
Name of Federal awarding agency: _____

Contact information for awarding official:

Indirect cost rate: _____
i.a. CFDA Number and Name: _____
i.b. Amount: _____
ii.a. CFDA Number and Name: _____
ii.b. Amount: _____
iii.a. CFDA Number and Name: _____
iii.b. Amount: _____

8. Total Amount of Federal Funds Obligated to Grantee:
\$52,980

9. Is Award R&D? Yes No

This Amendment may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original. Electronic signatures and copies of signatures by facsimile, electronic scan, or other electronic means will be considered original signatures.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives are duly authorized, have read this Agreement, understand it, and agree to be bound by its terms and conditions.

City

City of Lowell

By _____
Official's Signature

Date _____

LCOG

Lane Council of Governments

By _____
Official's Signature

Date _____

STATE OF OREGON, by and through
its Department of Transportation

By _____
Division Administrator, Transportation Development Division

Date _____

Agenda Item Sheet

City of Lowell City Council

Type of item:

Land Use Application

Item title/recommended action:

Motion to authorize the City Administrator to approve a property line adjustment for city-owned property located at 70 N. Pioneer St. (map and tax lot #1901142404500). – Discussion/
Possible action

Justification or background:

Title 9 of the Lowell Revised Code specifies that property line adjustments are administrative decisions that the City Administrator can approve without notifications or hearings. Since the property line in question involves City property, staff believe that it is good practice to obtain City Council's approval prior to filing the property line adjustment. This adjustment is for the 70 N. Pioneer St. campus to create a saleable lot on the southeastern corner.

Budget impact:

N/A

Department or Council sponsor:

Planning

Attachments:

Staff report; land use application and associated documents.

Meeting date:

06/21/2022

**Staff Report & Findings of Fact
Property Line Adjustment Application
Assessor’s Map 19-01-14-24, Tax Lots 01900 &
04500
City of Lowell Owned Properties
LU 2022-03
Staff Report Date: June 20, 2022**

1. **Proposal & Background.** The City of Lowell is proposing to adjust the common property line between Lots 1900 and 4500. See the attached property line adjustment plat. The remainder parcel (adjacent to N. Hyland) will be sold off as excess property in order to raise fund for City projects. The property located at 70 North Pioneer will be renovated for a new library and other City office spaces. The properties in question are currently owned by the City of Lowell and consist of grasses and a developed (paved) parking lot. Both properties are zoned C1 – Commercial District.
2. **Approval Criteria.** LDC, Section 9.213, establishes the decision process required for a property line adjustment. Because the City is the applicant in this case, and the City Administrator brought the proposal to the City Council for review and approval. Referral of this application was sent to Lowell Rural Fire Protection District, Public Works, Lane County, City Engineer and ODOT.
3. **Staff review of applicable criteria for property line adjustment**

LDC 9.213. A Property Line Adjustment may be approved based upon compliance with the submittal requirements specified above and the following findings:

(a) The adjustment will not create an additional unit of land.

FINDING: As indicated on the sketch, the adjustment will not create an additional unit of land. The proposed property line adjustment of the common boundary line between lots 1900 & 4500 will shift southeasterly so that the property line runs north to south, lined up with the fence on the eastern border of the property. elimination of the common property line will combine two units of land into one larger unit. Criterion met.

(b) The adjustment will not create a land-locked parcel.

FINDING: As indicated on the sketch, the adjustment will not create a land-locked parcel. Two parcels are involved in the PLA and following adjustment two parcels will remain- no additional unit of land is being created. Criterion met.

(c) The existing unit of land reduced in size by the adjustment complies with applicable City Ordinances and this Code and will not create a non-conforming lot or non-conforming development.

FINDING: After adjustment both parcels will remain above the minimum lot size and comply with all applicable city ordinances. The property line adjustment will not result in a non-conforming lot or non-conforming development.

(d) The adjustment shall comply with any previous Conditions of Approval attached to the properties to be adjusted.

FINDING: No previous conditions of approval have been found related to the subject property. However, based on CSF No. 40710, the property line adjustment under consideration now was previously considered and approved by the City of Lowell under Land Use File Application #07-002, but as a boundary line adjustment was never prepared and recorded to finalize the adjustment of the property line. This present request will rectify that issue and make the proposed property line adjustment final. Criterion met.

(e) The adjustment shall comply with all state and county recording requirements.

CONDITION OF APPROVAL #1: Applicant shall submit all required documents and comply with any Lane County recording requirements for the property line adjustment to be filed and recorded with Lane County records. City shall receive a copy of all recorded documents.

7. Decision

The **City Council** **APPROVES as conditioned**, a property line adjustment as indicated in the applicant's materials (Attachment A).

8. Attachments

Attachment A: Applicant's application

9. Findings of Fact to be signed by the Mayor

This approval shall become final on the date this decision and supporting findings of fact are signed by the Mayor of Lowell. A Type I decision is not appealable at the City level. The City Administrator is allowed per code to approve a property line adjustment. In this case, the City is the applicant, therefore the City Administrator asked for the City Council to review and approve the proposal. Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the City to respond to the issue precludes an action for damages in circuit court.

Mr. Don Bennett, Mayor

Date

Land Use Permit Application

Site Plan Review Lot Line Adjustment Partition Subdivision
 Conditional Use Variance Map Amendment Text Amendment
 Annexation Vacation Other, specify property line adjustment

Please complete the following application. If any pertinent required information or material is missing or incomplete, the application will not be considered complete for further processing. If you have any questions about filling out this application, please contact staff at Lowell City Hall, phone (541) 937-2157, 107 East Third, Lowell.

List all Assessor's Map and Tax Lot numbers of the property included in the request.

Map# 19011424 Lot # 04500

Map# _____ Lot # _____

Map# _____ Lot # _____

Street Address (if applicable): 70 N Pioneer St.

Area of Request (square feet/acres): 0.61 acre

Existing Zoning: C-1 - commercial

Existing Use of the Property: Future city hall/library parking + vacant land

Proposed Use of the Property Vacant land to be sold as surplus property.

Pre-application Conference Held: No Yes _____ If so, Date _____

Submittal Requirements:

- _____ 1. Copy of deed showing ownership or purchase contract with property legal description.
- _____ 2. Site Plan/Tentative Plan with, as a minimum, all required information. Submit one copy of all plans 11x17 or smaller; 12 copies of all plans larger than 11x17. (See attached checklist for required information)
- _____ 3. Applicant's Statement: Explain the request in as much detail as possible. Provide all information that will help the decision makers evaluate the application, including addressing each of the decision criteria for the requested land use action.
- _____ 4. Other submittals required by the City or provided by the applicant. Please List.

a. _____	b. _____
c. _____	d. _____
e. _____	f. _____
- _____ 5. Filing Fee: Amount Due: _____.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that incomplete applications may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge. I (We) also acknowledge that if the total cost to the City to process this application exceeds 125% of the application fee, we will be required to reimburse the City for those additional costs in accordance with Ordinance 228.

PROPERTY OWNER *Jeremy Caudle for*

Name (print): City of Lowell Phone: 541-937-2157

Address: 107 E 3rd St., Lowell OR 97452

City/State/Zip: _____

Signature: *Jcaudle*

APPLICANT, If Different

Name (print): _____ Phone: _____

Company/Organization: _____

Address: _____

City/State/Zip: _____

Signature: _____

E-mail (if applicable): _____

APPLICANTS REPRESENTATIVE, if applicable

Name (print): _____ Phone: _____

Company/Organization: _____

Address: _____

City/State/Zip: _____

E-mail (if applicable): _____

For City Use. Application Number 2022-03

Date Submitted: 6/16/22 Received by: _____ Fee Receipt # _____

Date Application Complete: _____ Reviewed by: _____

Date of Hearing: 6/21/22 Date of Decision _____ Date of Notice of Decision _____



Lane County Clerk
Lane County Deeds & Records

2019-016098

04/29/2019 11:54:06 AM

RPR-DEED Cnt=1 Stn=40 CASHIER 01 4pages
\$20.00 \$11.00 \$10.00 \$61.00

\$102.00

After Recording Return to:
CITY OF LOWELL, OREGON
PO BOX 490
LOWELL, OR 97452

Until a change is requested all tax statements
Shall be sent to the following address:
(same as above)

File No. DE5539/18-16753

**SPECIAL WARRANTY DEED
STATUTORY FORM**

LOWELL OREGON CONGREGATION OF JEHOVAH'S WITNESSES, INC.,

Grantor, conveys and specially warrants to

CITY OF LOWELL, OREGON,

Grantee, the following described real property free of encumbrances created or suffered by the Grantor and not otherwise, except as specifically set forth herein, situated in the County of Deschutes, State of Oregon, to-wit:

PARCELS 1 AND 2:

Lots 16, 17 and 18, Block 10 of LOWELL, as platted and recorded in Book 4, Page 37, Lane County Oregon Plat Records, in Lane County, Oregon.

PARCEL 3:

A parcel of land lying in the Southeast one-quarter of the Northwest one-quarter (SE 1/4 NW 1/4) of Section 14, Township 19 South, Range 1 West of the Willamette Meridian, Lane County, Oregon, and being a portion of that tract of land conveyed to Lane County, a political subdivision of the State of Oregon, by that certain deed recorded February 15, 1965, on Reel 259, Recorder's Reception Number 92323, Lane County Oregon Deed Records; said parcel being a strip of land 100 feet in width lying Southerly and adjacent to Block 10 of the PLAT OF LOWELL, as platted and recorded April 4, 1910 in Book 4, Page 37, Lane County Oregon Plat Records, lying between the Easterly right of Pioneer Street and the Westerly right of way of Hyland Lane.

(Map No. 19-01-14-24-02000, Code 71-07, Account No. 0816239, Map No. 19-01-14-24-01900, Code 71-07, Account No. 0816221, and Map No. 19-01-14-25-04500, Code 71-07, Account No. 1442415)

The property is free of all encumbrances created or suffered by the Grantor and not otherwise except: Easements, Covenants, Conditions and Restrictions of record.

The true consideration for this conveyance is **\$290,000.00.**

Return To:
Deschutes County
Title Company

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

Dated: 4/22 /2019

LOWELL OREGON CONGREGATION OF JEHOVAH'S WITNESSES, INC.

BY (SIGN): [Signature]

PRINT NAME: Teddy J Strobe

ITS (TITLE): President

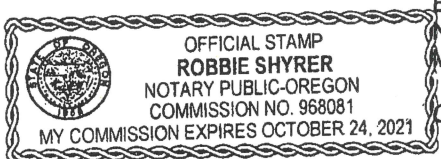
BY (SIGN): [Signature]

PRINT NAME: STEVEN H CHAMBERS

ITS (TITLE): TREASURER

STATE OF OREGON, County of Lane) ss.

On 4/22 /2019, personally appeared the above named Teddy J. Strobe as President and Steven H. Chambers as Treasurer of **LOWELL OREGON CONGREGATION OF JEHOVAH'S WITNESSES, INC.** and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me: [Signature]
Notary Public for Oregon
My commission expires: 10/24/2021
Official Seal



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

April 26, 2019

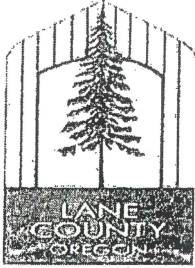
To Whom It May Concern for Purposes of Recording,

Consistent with the authority granted to the City Administrator by Lowell Charter and/or Lowell Revised Code Section 2.040, and as required by ORS 93.808, I **ACCEPT** the conveyance to the City of Lowell: the real property known as Lots 16, 17 and 18, Block 10 of LOWELL, as platted and recorded in Book 4, Page 37, Lane County Oregon Plat Records, in Lane County, Oregon, and a parcel of land lying in the Southeast one-quarter of the Northwest one-quarter (DE ¼ NW ¼) of Section 14, Township 19 South, Range 1 West of the Willamette Meridian, Lane County, Oregon, and being a portion of that tract of land conveyed to Lane County, a political subdivision of the State of Oregon, by that certain deed recorded February 15, 1965, on Reel 259, Recorder's Reception Number 92323, Lane County Oregon Deed Records; said parcel being a strip of land 100 feet in width lying Southerly and adjacent to Block 10 of the PLAT OF LOWELL, as platted and recorded April 4, 1910 in Book 4, Page 37, Lane County Oregon Plat Records, lying between the Easterly right of Pioneer Street and the Westerly right of way of Hyland Lane, more particularly described in Exhibit A attached hereto.

Sincerely,

A handwritten signature in black ink, appearing to read "Jared Cobb", written in a cursive style.

Jared Cobb
City Administrator
City of Lowell



Certification of Charges Paid
(2015 Oregon Laws Chapter 96)

All of the charges against the real property have been paid that is the subject of the deed between:

Account #

0816239
0816221
1442415

Grantor:

Lowell Oregon Congregation of Jehovah's
Witnesses Inc

Consideration Amount:

\$290,000.00

Grantee:

City of Lowell, Oregon

Deed Signed on Date:

4/22/2019

Assessor's Signature
(or representative):

Date:

4/29/2019



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

To: Lowell City Council
From: City Administrator Jeremy Caudle
Date: June 21, 2022
Re: Property line adjustment for 70 N. Pioneer St.

This is to submit an "applicant's statement" with the "land use application" for a property line adjustment at 70 N. Pioneer St.

The map that is submitted with the application illustrates where the property line adjustment will occur. Lot 4500 on the 70 N. Pioneer St. campus currently consists of part of the parking lot, as well as vacant land to the southeast. The property line adjustment shifts the property line separating lots 4500 and 1900 southeast so that the property line runs north to south, lined up with the fence on the eastern border of the property.

The new, adjusted lot will be located on the southeastern part of the property, facing N. Highland Lane. The adjusted lot will be about 11,438 square feet.

The city's reason for the property line adjustment is to turn the vacant portion of 70 N. Pioneer St. into a lot that can be sold as surplus property—either for commercial or residential use. The city will use the proceeds from the property sale to help pay for the city hall/library renovations that are currently underway at 70 N. Pioneer St.

Sincerely,

A handwritten signature in blue ink that reads "J. Caudle".

Jeremy B. Caudle
City Administrator

LEGEND

- INDICATES SET 5/8" X 30" IRON RODS WITH YELLOW PLASTIC CAPS MARKED "E. NICLEY 54725LS"
- FOUND MONUMENTS AS NOTED HEREON HELD FOR CONTROL.
- FOUND MONUMENTS AS NOTED HEREON.
- () RECORD OR CALCULATED INFORMATION PER THE 1910 PLAT OF LOWELL.
- < > RECORD OR CALCULATED INFORMATION PER REC. # 9046777.
- ()¹ INDICATES RECORD INFORMATION PER CS 31330.
- ()² INDICATES RECORD INFORMATION PER CS 40102.
- ()³ INDICATES RECORD INFORMATION PER CS 32345.
- X-X-X- INDICATES CYCLONE FENCE.

NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO MARK THE EXTERIOR CORNERS OF LOTS 16-18, BLOCK 10, PLAT OF LOWELL TOGETHER WITH THE PARCEL DESCRIBED IN RECEPTION NUMBER 9046777, AND TO MARK THE LINE OF A PROPOSED PROPERTY LINE ADJUSTMENT AS SHOWN HEREON (PER APPROVED CITY OF LOWELL LAND USE APPLICATION 07-002).

HISTORY

THE PLAT OF LOWELL IS DATED 1910 AND WAS SURVEYED BY C. H. KAIN. THE SURVEYOR'S CERTIFICATE STATES THAT A SURVEY WAS MADE, BUT NO SPECIFIC STATEMENT IS MADE ABOUT MONUMENTS OTHER THAN THE 2" PIPE AT THE INITIAL POINT. THIS IS COMMON ON PLATS FROM THIS TIME PERIOD. THE RIGHT OF WAY OF THE OREGON EASTERN RAIL ROAD IS SPECIFICALLY EXCEPTED FROM THE DEDICATION ON THE PLAT.

NOTES FROM A 1962 SURVEY ARE CONTAINED IN LANE COUNTY FIELD BOOK 152D, PP 1-6. THESE NOTES SHOW TIES TO NUMEROUS MONUMENTS AT LOT AND BLOCK CORNERS THROUGHOUT THE PLAT OF LOWELL. THE MONUMENTS TIED THEREIN ARE MOSTLY 1/2" IRON PIPES AND 1/2" OR 5/8" IRON RODS. THESE 1962 FIELD NOTES ARE REFERENCED ON THE 1965 BLAKELY ROAD MAP (COUNTY ROAD 360, FILE NUMBER 2565, INDEX NO. 103-8)

DEEDS

IN 1973, LOTS 16, 17 AND 18, BLOCK 10, OF LOWELL, WERE CONVEYED BY WARRANTY DEED TO THE LOWELL CONGREGATION OF JEHOVAH'S WITNESSES, INC. RECORDED AS RECEPTION NUMBER 7350419.

OLD RAIL ROAD PORTION
IN 1965 PORTIONS OF THE OLD RAIL ROAD PROPERTY WERE CONVEYED BY A QUITCLAIM DEED FROM THE UNITED STATES OF AMERICA TO LANE COUNTY, RECORDED AS RECEPTION NUMBER 92323, LANE COUNTY DEED RECORDS. IN OCTOBER 1965 LANE COUNTY (BY ORDER #2565) CREATED BLAKELY ROAD USING A PORTION OF THE OLD RAIL ROAD PROPERTY.

IN 1989, A PORTION OF THAT "TRACT OF LAND" WAS CONVEYED BY QUITCLAIM DEED FROM LANE COUNTY TO STAN MANSFIELD AND AULBER CARTER, RECORDED AS RECEPTION NUMBER 8924411, LANE COUNTY DEED RECORDS.

IN 1993 STAN MANSFIELD AND AULBER CARTER ISSUED A QUITCLAIM DEED TO THE LOWELL OREGON CONGREGATION OF JEHOVAH'S WITNESSES INC. RECORDED AS RECEPTION NUMBER 9046777.

ANALYSIS

THE FOUND MONUMENTS (5), (9), (10) AND (33) ARE OF THE SAME SORT FOUND IN 1962 (SEE ABOVE) THROUGHOUT THE PLAT OF LOWELL AND MAY ACTUALLY BE ORIGINAL PLAT MONUMENTS. THEY MAY ALSO BE FROM SURVEYS PRIOR TO CURRENT RECORDING LAWS. THEY WERE ACCEPTED AS PLAT MONUMENTS FOR THIS SURVEY.

BOUNDARY DETERMINATION

A LINE FROM (16) TO A PERPENDICULAR OFFSET POINT 30' WESTERLY FROM (4) WAS HELD FOR THE WEST LINE OF HYLAND LANE.

(14) AND (16) WERE HELD FOR THE SOUTH LINE OF THE PARCEL OF LAND DESCRIBED IN RECEPTION NUMBER 9046777 (SEE CS 31330).

(14) AND A PERPENDICULAR OFFSET POINT 60' EASTERLY FROM (5) WERE HELD FOR THE EAST LINE OF PIONEER STREET.

CALCULATED DEED VALUES PER REC. # 9046777 AND FOUND MONUMENT (33) WERE HELD FOR THE SOUTH LINE OF BLOCK 10, AS SHOWN HEREON.

HOLDING RECORD WIDTH FOR ALL STREETS THE NORTHWEST CORNER OF BLOCK 10 WAS DETERMINED BY PROPORTIONAL MEASUREMENT ALONG THE EAST LINE OF PIONEER STREET.

THE SOUTH LINE OF FIRST STREET WAS HELD AS A LINE FROM (7) TO THE NORTHWEST CORNER OF BLOCK 10, AS DETERMINED ABOVE.

WORKING WITHIN THE BOUNDARIES OF BLOCK 10 AS DETERMINED ABOVE, THE EXCESS IN MEASUREMENTS WAS PROPORTIONALLY DISTRIBUTED AMONG LOTS AS SHOWN HEREON.

MONUMENT NOTES

- (3) FOUND A 2" IRON PIPE TOP 1.0' ABOVE GROUND AND LEANING WEST. SHOT TAKEN AT ENTRY POINT WITHGROUND ON THE EAST SIDE OF PIPE. HELD AS INITIAL POINT PLAT OF LOWELL.
- (4) FOUND A 5/8" IRON ROD HELD FOR CENTERLINE INTERSECTION OF HYLAND LANE AND THIRD STREET. SEE CS 21457.
- (5) FOUND A 1/2" IRON ROD TOP 0.4' BELOW GROUND. HELD FOR NE CORNER OF BLOCK 3, PLAT OF LOWELL.
- (6) FOUND AN IRON ROD WITH A YELLOW PLASTIC CAP MARKED "POGE ENG. & SURV. INC." SEE CS 40102 (2006-P2060).
- (7) FOUND A 5/8" IRON ROD WITH NO CAP TOP FLUSH IN GRAVEL. HELD. SEE CS 22053.
- (9) FOUND 5/8" IRON ROD, DISTURBED, TOP BENT. NOT HELD. 0.15' S & 0.19' W OF CALCULATED POINT SHOWN. ORIGIN UNCERTAIN, POSSIBLE PLAT MONUMENT BUT DISTURBED.
- (10) FOUND 5/8" IRON ROD, ORIGIN UNCERTAIN. HELD AS BLOCK CORNER.
- (14) & (16) FOUND IRON ROD WITH A YELLOW PLASTIC CAP MARKED "LS 687 HANKINS". HELD. SEE CS 31330.
- (15) FOUND 5/8" IRON ROD, ORIGIN UNKNOWN. NOT HELD. S71°58'06"E 9.98' FROM SET MONUMENT.
- (17) & (18) FOUND IRON ROD WITH YELLOW PLASTIC CAP MARKED "LANE CO. R/W". NOT USED TO CONTROL THIS SURVEY. SEE CS 32345.
- (33) FOUND 1/2" IRON PIPE TOP FLUSH WITH GROUND. HELD AS SE CORNER OF LOT 16. A BROKEN OFF 3" FENCE POST PIPE LIES 0.3' NORTH OF 1/2" PIPE.

BASIS OF BEARINGS

THE LINE BETWEEN (14) AND (16) BEARS S68°36'42"E THE RECORD VALUE PER CS 31330.

NOTE A

THE CLIENT IS ADVISED THAT THE ADJOINER MAY HAVE DEVELOPED RIGHTS OF OWNERSHIP TO THE EXISTING FENCE LINE.

NOTE B

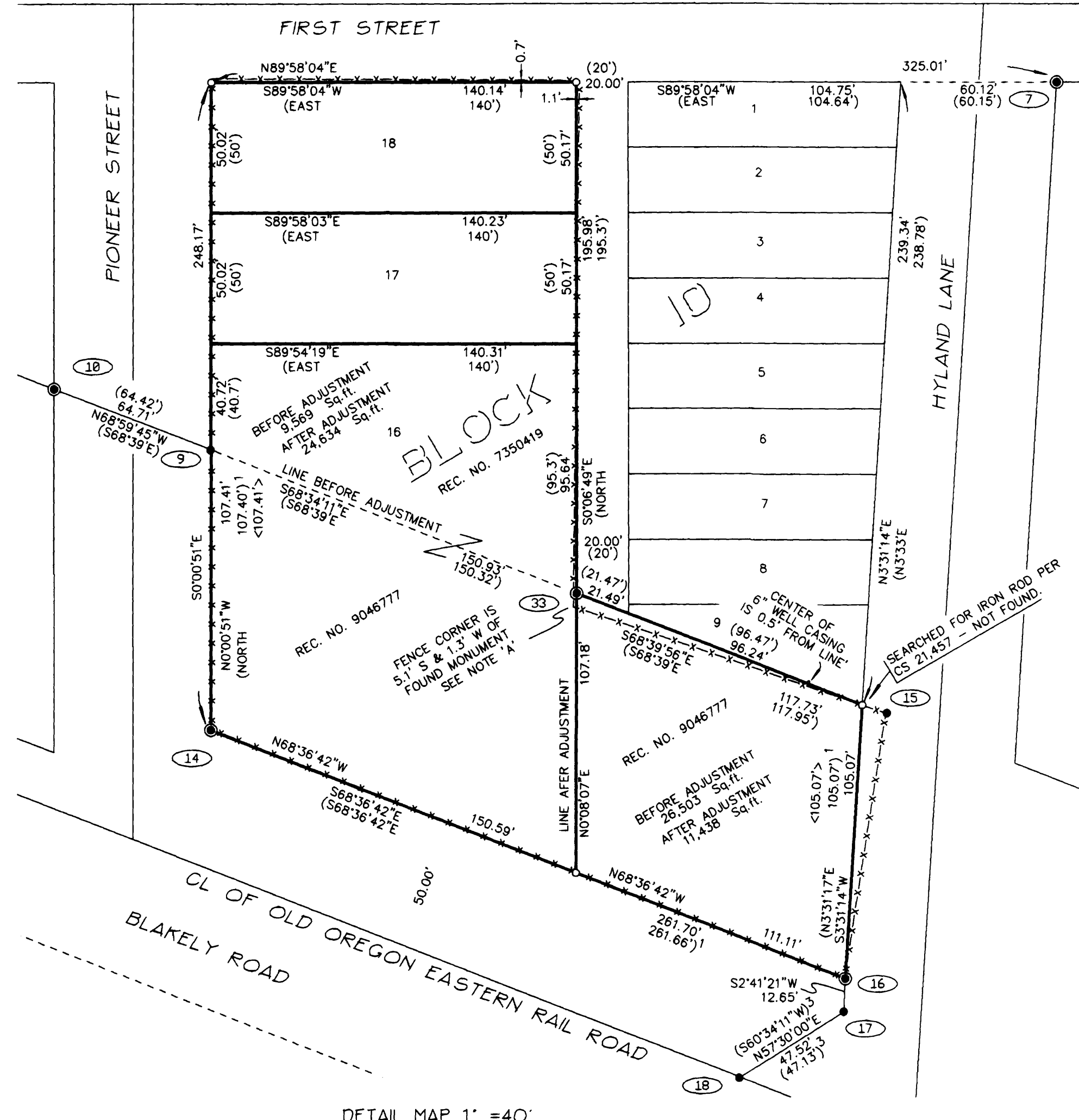
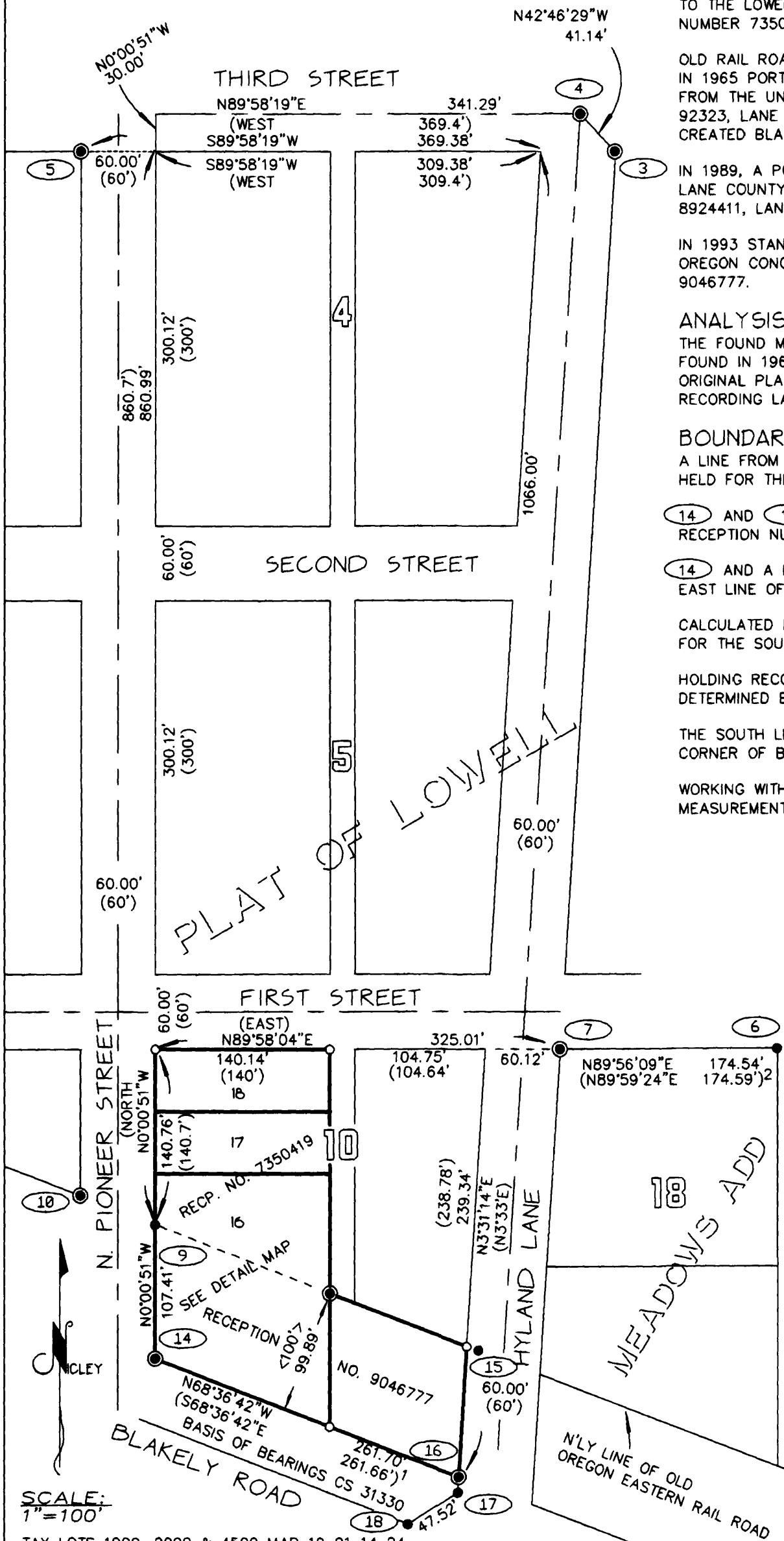
ADJUSTED BOUNDARIES SHOWN HEREON WILL NOT BECOME EFFECTIVE UNTIL PROPER DEEDS ARE RECORDED IN THE LANE COUNTY DEED RECORDS.

LANE COUNTY
SURVEYORS OFFICE

CSF NO. 40710

FILE DATE 27 SEP '07

C



SCALE: 1" = 100'

TAX LOTS 1900, 2000 & 4500 MAP 19 01 14 24
PRINTED ON CONTINENTAL MILANO MYLAR JPC4M2 WITH HP 4844A INK.

LOWELL.BLA.DWG

BOUNDARY ADJUSTMENT SURVEY FOR: LOWELL CONG. OF JEHOVAH'S WITNESSES LOTS 16-18, BLOCK 10 PLAT OF LOWELL, AND PARCEL DESCRIBED IN REC. NO 9046777 NW 1/4, S14 T19S, R1W, W.M. CITY OF LOWELL, LANE COUNTY, OREGON				SURVEY BY: PIONEER SURVEYING 161 SE 130TH PL SOUTH BEACH, OREGON 97366 541-867-6649				REGISTERED PROFESSIONAL LAND SURVEYOR <i>Eathan D. Nicley</i> OREGON FEBRUARY 08, 2000 EATHAN D. NICLEY 54725LS RENEWAL DATE: DEC. 31, 2008	
FIELD:	DRAWN BY:	CHECKED:	RAW FILE:	FIELD BOOK:	JOB NO:	NO:	DATE:		
EDN	EDN		LOWELL.RAW	B3, P73			8-25-07		

EXISTING CONDITIONS

FOR A PROPOSED PARTITION PLAT

OWNER:
CITY OF LOWELL
P.O. BOX 490
LOWELL, OR 97452

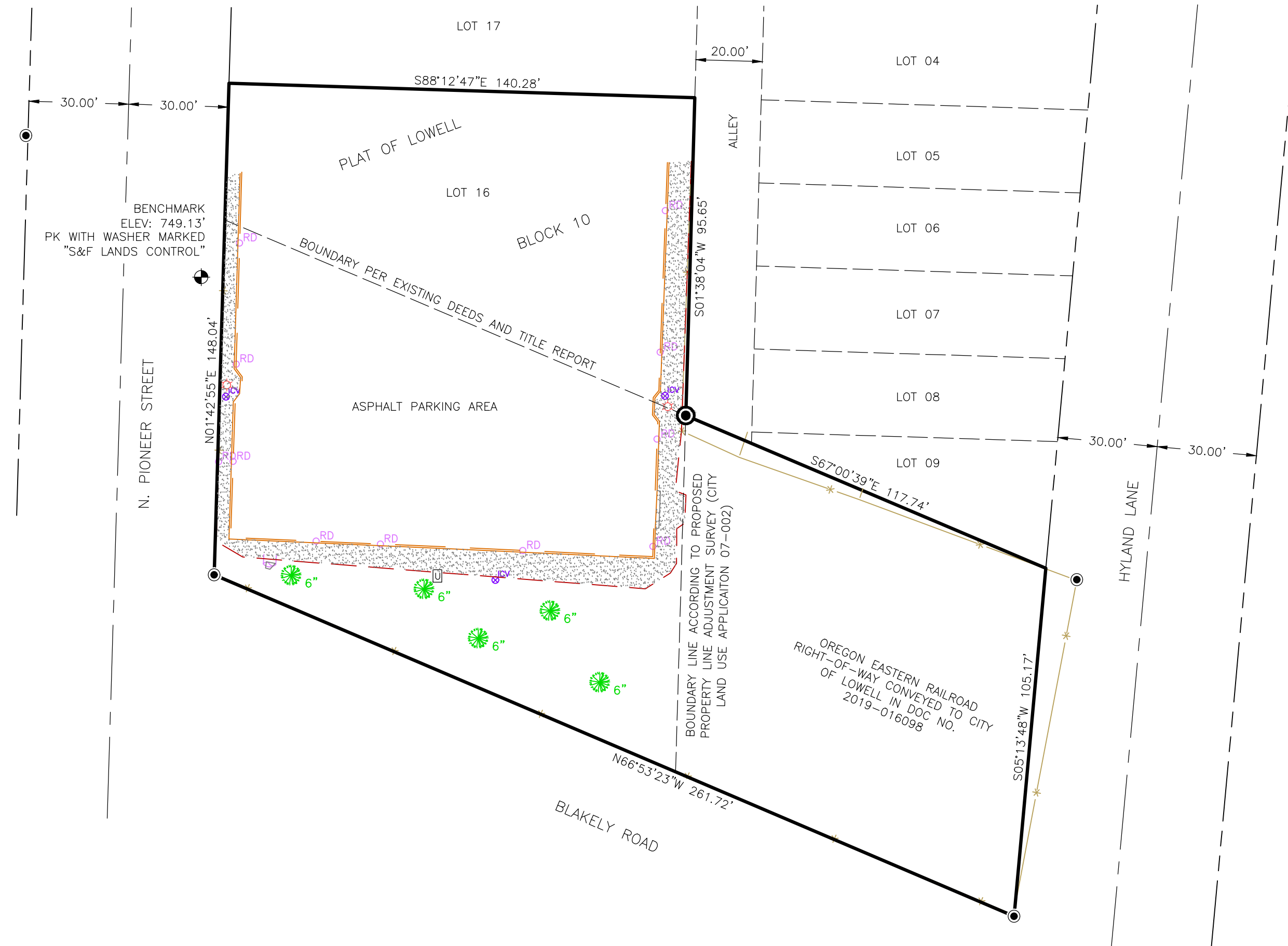
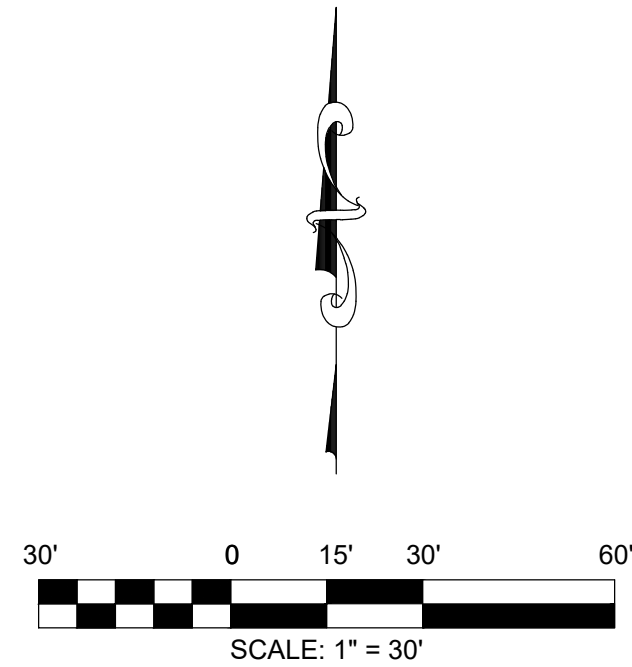
ZONE:
C1, COMMERCIAL DISTRICT

HORIZONTAL DATUM (BASIS OF BEARINGS):

OREGON SOUTH STATE PLANE COORDINATE SYSTEM NAD 83 (2011)
BASED ON GPS OBSERVATIONS.
DISTANCES SHOWN HEREON ARE GROUND DISTANCES, INTERNATIONAL FEET,

VERTICAL DATUM:

NORTH AMERICAN VERTICAL DATUM OF 1988.
BASED ON STATIC GPS TIES, PROCESSED THROUGH OPUS-RS.



LEGEND:

- BOUNDARY LINE
- CENTERLINE
- RIGHT OF WAY
- LOT/PARCEL LINE
- FENCE-WIRE
- FLOW LINE CURB
- STANDARD CURB
- EDGE OF CONCRETE
- EDGE OF GRAVEL
- FOUND MONUMENT OF RECORD
- TREE-CONIFER
- LIGHT-LAMP POST
- CURB DRAIN
- STORM CULVERT
- UNKNOWN JUNCTION BOX
- IRRIGATION CONTROL VALVE

<p style="margin: 0; font-size: 0.8em;"> PORTLAND, VANCOUVER, BEND, SEASIDE 4858 SW SCHOLLS FERRY RD. STE A, PORTLAND, OR 97225 (503) 345-0328 </p>					SURVEY FOR: <p style="font-size: 1.2em; margin: 0;">CITY OF LOWELL</p> <p style="font-size: 0.8em; margin: 0;"> LOCATED IN THE SE 1/4 OF THE NW 1/4 OF SEC 14, T.19S, R.01W, W.M. CITY OF LOWELL, LANE COUNTY, OREGON </p>	
WWW.SFLANDS.COM	DATE	JOB NO.	FIELD	DRAWN	CHECKED	
	FEB 03, 2022	2021-472-01	BV	BRD	CCS	

AFTER RECORDING RETURN TO
AND SEND TAX STATEMENTS TO:
CITY OF LOWELL
PO BOX 490
LOWELL, OR 97452

DECLARATION OF PROPERTY LINE ADJUSTMENT

THE TRUE CONSIDERATION FOR THIS CONVEYANCE IS \$-0-.

The City of Lowell, a municipality in Lane County, Oregon, is the record owner of two adjoining parcels of property referred to herein as **Tract 1** and **Tract 2**, both being entirely located within the City of Lowell, in Lane County, and the State of Oregon. The City of Lowell (Owner) is setting forth this declaration to set an adjusted property line between **Tract 1** and **Tract 2**, described below, to comply with Lane County Land Use Regulations, and the provisions of ORS 92.190.

1. The legal description of **Tract 1** prior to this adjustment is:

Beginning at the Southeast corner of Lot 16 of Block 10 the Plat of "Lowell," Lane County Plat Records; thence along the Southerly line of said Block 10, North 68°34'11" West 150.93 feet to the Easterly right-of-way line of N Pioneer Street (being 30.00 feet from the centerline thereof, when measured perpendicular thereto); thence along said Easterly right-of-way line, North 00°00'51" West 40.72 feet to the Northerly line of said Lot 16; thence along said Northerly line, South 89°54'19" East 140.31 feet to the Easterly line thereof; thence along said Easterly line, South 00°06'49" East 95.64 feet to the Point of Beginning.

Contains 9,570 square feet or 0.220 acres, more or less.

2. The legal description of **Tract 2** prior to this adjustment is:

Beginning at the Southeast corner of Lot 16 of Block 10 the plat of "Lowell," Lane County Plat Records; thence along the Southerly line of said Block 10, North 68°34'11" West 150.93 feet to the Easterly right-of-way line of N Pioneer Street (being 30.00 feet from the centerline thereof, when measured perpendicular thereto); thence along said Easterly right-of-way line, South 00°00'51" East 107.41 feet to the Northerly right-of-way line of W Boundary Road (being 50.00 feet from the centerline thereof, when measured perpendicular thereto); thence along said Northerly right-of-way line, South 68°36'42" East 261.70 feet to the Westerly right-of-way line of Hyland Lane (being 30.00 feet from the centerline thereof, when measured perpendicular thereto); thence along said Westerly right-of-way line, North 03°31'14" East 105.07 feet to the Southerly line of said Block 10; thence along said Southerly line, North 68°39'56" West 117.73 feet to the Point of Beginning.

Contains 26,504 square feet or 0.608 acres, more or less.

Following this property line adjustment, the legal description of the Tracts are:

1. The legal description of **Tract 1** after this adjustment is:

Beginning at the Southeast corner of Lot 16 of Block 10 the Plat of "Lowell," Lane County Plat Records; thence along the Easterly line of said Lot 16, North 00°06'49" West 95.64 feet to the Northerly line thereof; thence along said Northerly line, North 89°54'19" West 140.31 feet to the Easterly right-of-way line of N Pioneer Street (being 30.00 feet from the centerline thereof, when measured perpendicular thereto); thence along said Easterly right-of-way line, South 00°00'51" East 148.13 feet to the Northerly right-of-way line of W Boundary Road (being 50.00 feet from the centerline thereof, when measured perpendicular thereto); thence along said Northerly right-of-way line, South 68°36'42" East 150.59 feet; thence leaving said Northerly right-of-way line, North 00°08'07" East 107.18 feet to the Point of Beginning.

Contains 24,636 square feet or 0.566 acres, more or less.

Agenda Item Sheet

City of Lowell City Council

Type of item:

Contract

Item title/recommended action:

Motion to approve a "Financial and accounting consultation services" agreement with Layali A. Nichols and to authorize the City Administrator to sign. – Discussion/ Possible action

Justification or background:

This is an annual agreement with Layli A. Nichols for accounting services. The FY 22/23 budget, along with the agreement, include an extra 4 hours per week for the contractor to provide technical assistance during her office hours at City Hall.

Budget impact:

Expected compensation of \$21,840, not to exceed \$29,540

Department or Council sponsor:

Administration

Attachments:

Agreement for financial and accounting consultation services

Meeting date:

06/21/2022

AGREEMENT FOR
FINANCIAL AND ACCOUNTING CONSULTATION SERVICES

THIS AGREEMENT is made as of July 1, 2022, by and between the City of Lowell, Oregon (“City”) and Layli A Nichols, a sole proprietor (“Consultant”).

RECITALS

- A. This agreement acknowledges that the City has secured the offer of Consultant to perform the accounting and financial services as described herein.
- B. City desires to utilize the services of Consultant as an independent contractor for financial and accounting consultation for the City.
- C. Consultant represents that it is fully qualified to perform such services by virtue of its experience, training and expertise.

NOW THEREFORE, in consideration of performance by the parties of the promises, covenants, and conditions herein contained, the parties hereto agree as follows:

- 1. Consultant’s Services.
Scope and Level of Services the nature, scope, and level of specific services to be performed by Consultant are as set forth in Exhibit A attached hereto.
- 2. Term of Agreement.
This agreement is effective on the date set forth in the initial paragraph of this Agreement and shall remain in effect through June 30, 2023 unless earlier terminated pursuant to section 9.
- 3. Compensation.
City Agrees to compensate Consultant for its services for a total amount of \$21,840.00 for monthly services \$6,700.00 for Audit Services and \$1,000 for Other Services as outlined in Exhibit A. Monthly services shall be paid in 12 equal installments. Audit Services shall be paid in one lump sum, upon completion and Other Support shall be billed as needed. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of the awarded contract of \$29,540.00 unless specifically approved in advance, in writing, by City.
- 4. Notices.
Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand during the receiving party’s regular business hours or by facsimile or email before or during receiving party’s regular business hours; or (b) on the second business day following deposit in the United States mail, postage prepaid to the addresses heretofore below, or to such other addresses as the parties may, from time to time, designate in writing pursuant to the provisions of this section.

City:
City of Lowell
P.O. Box 490
Lowell, OR 97452

Consultant:
Layli A Nichols
535 Spruce Court
Creswell, OR 97426

5. Status as an independent Contractor.

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control of the conduct of Consultant except as set forth in this agreement. Consultant shall not, at any time, or in any manner, represent that it is in any way an employee of City.

6. Assignability; Subcontracting.

Consultant shall not assign, transfer, or subcontract any interest in this Agreement or the performance of any of Consultant's obligations hereunder, without the prior written consent of City.

7. Compliance with Laws.

Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state, and local governments. Consultant shall be solely responsible for the payment of all taxes, including workers' compensation.

8. Conflict of Interest.

Consultant covenants that it presently has no interest and shall not acquire interest, direct or indirect, which may be affected by the services to be performed by Consultant under this Agreement, or which would conflict in any manner with the performance of its services hereunder. Furthermore Consultant shall avoid the appearance of having any interest, which would conflict in any manner with the performance of its services pursuant to this Agreement. Nothing in this section shall, however, preclude Consultant from accepting other engagements with City.

9. Termination.

This contract may be terminated by either City or Consultant in writing by giving five business days' notice to the other party. In the event this Agreement is terminated, Consultant shall be paid for any services properly performed through the last working day the Agreement is in effect.

10. Attorney's Fees.

In the event that either party to this Agreement shall commence any legal action or proceeding to enforce or interpret the provisions of this Agreement, the prevailing party in such action or proceeding shall be entitled to recover its costs of suit, including reasonable attorney's fees.

11. Amendment.

This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

12. Severability.

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable.

13. Exhibits.

All documents referenced as exhibits in this Agreement are hereby incorporated in this agreement.

14. Entire Agreement.

This Agreement, and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between City and Consultant. This agreement supersedes all prior oral or written negotiations, representations or agreements.

In witness whereof, the parties have executed this Agreement as of the date first written above.

Jeremy Caudle, City Administrator

Layli A. Nichols, Consultant

Exhibit A
Scope of Services

Consultant will provide the following services as outlined in below:

Monthly Services

1. Monthly bank reconciliations for all bank accounts, including the General Checking and Local Government Investment Pool Accounts.
2. Monthly reconciliation including adjusting journal entries.
3. Monthly preparation of interim financial statements.
4. Quarterly preparation of payroll tax reports
5. Year-end payroll reporting preparation
6. Review of budget to actual revenues and expenditures.
7. Preparation of Fixed Assets which include recognizing new assets, retiring assets, and recording depreciation.

Audit Preparation

1. Review of the revenues and expenditures compared to the adopted budget.
2. Reconciliation of the June 30th balance sheet accounts for both fund basis and modified accrual basis financial statements.
3. If necessary, preparation for a Single Audit (audit of expenditures of federal awards).
4. Lead staff through the audit team's on-site fieldwork visits.
5. Report drafting in coordination with the audit firm for final issuance on or before December 31st deadline.
6. Presentation and work sessions with the City Council, as requested.

Other Services

1. Other Services are defined as: Services requested not otherwise outlined in the Scope of Services.
2. Other Services include but are not limited to: Special projects, project research, technical support, and software conversion.
3. Other Services are to be provided on an "as needed" basis only.

All work papers and reports must be retained by the Accountant for a minimum of five (5) years, unless notified in writing by the City of the need to extend the retention period. Working papers will be made available, upon request, to the City of Lowell.

As part of the overall contract, the City expects to receive from the Accountant a variety of technical assistance throughout the fiscal year. This assistance would include answers to accounting, reporting, or internal control questions.

Agenda Item Sheet

City of Lowell City Council

Type of item:

Contract

Item title/recommended action:

Motion to approve a "Master services agreement for communication transport services" with Douglas Fast Net and to authorize the City Administrator to sign. – Discussion/ Possible action

Justification or background:

This is an agreement with Douglas Fast Net (DFN) to provide high-speed, fiber optic internet for the 70 N. Pioneer St. location. During our negotiations with DFN last year during the franchise agreement process, the City asked about the possibility of obtaining free or reduced cost service from DFN. DFN stated that they are willing to provide free service with the understanding that they would be able to put a sign at 70 N. Pioneer St. recognizing them for their contribution. It is the opinion of staff that obtaining free, high-speed internet would be advantageous to the City.

Budget impact:

N/a

Department or Council sponsor:

Administration

Attachments:

Master services agreement

Meeting date:

06/21/2022



MASTER SERVICES AGREEMENT FOR COMMUNICATION TRANSPORT SERVICES

THIS AGREEMENT, made and entered into effective as of the date signed on the Service Order, by and between "Customer," and Douglas Services, Inc. dba Douglas Fast Net (DFN), an Oregon company, hereinafter called "DFN". This Agreement becomes legally binding upon signature by both parties.

RECITALS

Customer desires to obtain Communications Transport Services ("CTS") on DFN's optical network; and DFN is agreeable to provide CTS services and allow Customer to connect its signal cable to DFN's facilities. Customer may use service only for authorized and lawful purposes.

NOW, THEREFORE, Customer and DFN, in consideration of mutual conditions and covenants hereinafter described, do agree as follows:

1. Overview: This Agreement states the general terms and conditions by which DFN will deliver and Customer will receive any or all of the services provided by DFN. The specific services and/or products to be provided and the procedure for obtaining services shall be detailed in an associated (SO) Service Order or Master Service Agreement Addendums which will be attached hereto as an addendum and incorporated herein by reference. If Customer is a (CLEC) Competitive Local Exchange Carrier, it is anticipated that additional addenda will be attached hereto and incorporated herein by reference. This Agreement is intended to cover any and all services ordered by Customer and provided by DFN. Customer may use services only for authorized and lawful purposes.

2. Delivery of Services: By submitting an (SO) Service Order or agreeing to a Master Service Agreement Addendum, Customer agrees to take and pay for, and, by accepting the (SO) Service Order or Master Service Agreement Addendum, DFN agrees to provide, the service(s) during the term described on the Service Order or Master Service Agreement Addendums. DFN has the right to limit the manner in which any portion of its network and facilities ("network") is used to protect the technical integrity of the network. DFN is not liable or responsible for content, errors in transmission, or failure to establish connection.

3. Installation and Interconnection of Services: Other than the facilities, termination equipment or other devices provided by Customer, and unless otherwise provided elsewhere in this Agreement or any attachments hereto, DFN will pay for, provide, install, maintain, operate, control and own any equipment, cable or facilities connected to the Network ("System Equipment"), which equipment at all times remains DFN's personal property, regardless of where located or attached. DFN may change, replace or remove the System Equipment, regardless of where located, so long as the basic technical parameters of the service are not altered, and this Agreement constitutes Customer's consent to such change, replacement or removal. Customer may not rearrange or move or disconnect the System Equipment, and is responsible for any damage to or loss of System Equipment caused by Customer's negligence or willful misconduct or that of its end users. DFN has no obligation to install, maintain or repair any equipment owned or provided by Customer, except as may be specifically provided herein. Each party will be responsible for responding to trouble reports or service calls from their respective suppliers, customers and/or end users. If Customer's or an end user's equipment is incompatible with service, Customer is responsible for any special interface equipment or facilities necessary to ensure compatibility. Customer is responsible to ensure that its equipment does not interfere with the provision of or functionality of services to Customer or other parties with whom DFN contracts. If, in responding to a Customer initiated service call, DFN reasonably determines that the cause of such service call is a failure, malfunction or inadequacy of Customer-provided equipment or software, Customer will pay DFN for such service call at DFN's then prevailing rates. DFN may reconfigure, reprogram, substitute, rearrange or otherwise change any DFN Facilities, whether such DFN Facilities are on the Customer's premises or otherwise, at any time and from time to time, but shall not thereby alter the technical parameters of the service provided the Customer without the Customer's knowledge. Although no specific advance notification period is applicable, DFN will use its best efforts to notify the Customer of the planned timing of such activities and will use reasonable efforts to perform such activities at a time that is agreeable to the Customer (except where emergency conditions exist or where such change is required by a governmental agency or other authority to take place immediately).

4. Term: Subject to the provisions of Sections 12 and 13, the initial term for each service will commence and end on the dates indicated in the applicable (SO) Service Order or Master Service Agreement Addendum. Thereafter, the service automatically renews for successive 1-year terms unless terminated by either party upon no less than 30 days written notice prior to the end of the renewal term, or unless otherwise specified in the Service Order or Master Service Agreement Addendums. This Agreement shall continue until so terminated by written notice as provided in Section 26. Upon termination of this Agreement, all rights of Customer to order new services cease and DFN has no further obligations to furnish new services to Customer. In the event of any inconsistency between the terms contained in this Agreement and any specific provisions of the Service Order or Master Service Agreement Addendums, the terms of the Service Order or Master Service Agreement Addendums shall prevail. References herein to exhibits mean exhibits to this Agreement unless the context indicates otherwise.

5. Fees and Payment Terms: Customer shall pay all fees due for services according to the prices and terms listed in the (SO) Service Order or Master Service Agreement Addendums. Upon completing provisioning, installation and testing of the System Equipment needed to provide services ordered by Customer, DFN will notify Customer that the services are available for Customer's use. These services are subject to, but are not limited to a Monthly Recurring Charge ("MRC") as set forth in Service Order or Master Service Agreement Addendums. DFN reserves the right to change the MRC

for such services at any time, after the initial term hereof, upon 25 days prior written notice to Customer. The MRC does not include any governmental taxes or tax-related charges, fees, including, but not limited to franchise fees, surcharges or other amounts assessed by any government, which may be incurred in connection with services to be provided hereunder or in connection with the facilities used to provide said services all of which shall be paid by Customer. Any installation charges or other non-refundable Non-Recurring Charge ("NRC") to be billed one time will appear on the first monthly invoice. DFN reserves the right to recover any additional installation charges accrued during installation. Any payment not received within thirty (30) days of the invoice date will accrue interest at a rate of one and one-half percent (1½%) per month, or the highest rate allowed by applicable law, whichever is lower.

6. Early Termination Charges: If (a) Customer terminates this Agreement or any Service Order or Master Service Agreement Addendums hereunder for reasons other than Cause; or (b) DFN terminates this Agreement or any Service Order or Master Service Agreement Addendums hereunder pursuant to Sections 12, and 13, then Customer will pay, within thirty (30) days after such termination: (i) all accrued but unpaid charges incurred through the date of such termination, plus (ii) an amount equal to one hundred percent (100%) of the "MRC" for each term (and any pro rata portion thereof for any partial initial term) remaining in the un-expired portion of the term on the date of such termination or an Early Termination Fee of \$150.00 for a Residential Customer, whichever is less, plus (iii) a pro rata portion of any and all credits received by Customer. If Customer desires to cancel a Service Order or Master Service Agreement Addendums prior to the Firm Order Confirmation the following conditions apply: (I) where a Service Order or Master Service Agreement Addendums is canceled by the customer prior to the start of any design work or installation of facilities, no charge applies; (II) when a service that requires special design work is canceled after the design work has begun, DFN may collect charges equal to the cost incurred for the associated design work time and materials to date; and (III) if cancellation is requested after completion of an installation, it will be treated as an early termination of service and is pursuant to the terms and conditions of Section 6.

7. Limitation of Liability: Unless otherwise provided in a Service Level Agreement entered into between the parties subsequent hereto, the total liability of DFN to Customer in connection with this agreement, for any and all causes of actions and claims, including, without limitation, breach of contract, breach of warranty, negligence, strict liability, misrepresentation and other torts, shall be limited to the lesser of: (a) direct damages proven by customer; or (b) the amount paid by Customer to DFN under this agreement for the one (1) month period prior to accrual of the most recent cause of action. In no event shall DFN be liable for special, punitive, consequential or incidental damages, including without limitation, lost revenue, profits or other benefit whether by tort, contract, or otherwise.

8. Force Majeure: Neither party is liable for any failure of performance if such failure is due to any cause or causes beyond such party's reasonable control, including without limitation, acts of God, fire, explosion, vandalism, cable cut, adverse weather conditions, governmental action, labor difficulties, war, and supplier failures. Customer's invocation of this clause shall not relieve Customer of its obligation to pay for any services actually received. In the event such failure continues for 60 days, the other party may terminate the affected portion of the Services.

9. Assumption of Risk: Customer recognizes that use of the DFN POP and DFN system shall be at its own risk, and therefore, expressly assumes any risk arising from the exercise of any rights, privileges or obligations identified herein, including but not limited to loss of or damage to Customer's personal property situated at any DFN POP or on the DFN system, losses incurred with online transactions, or losses incurred during periods of network interruption or failure.

10. Indemnity: Subject to the provisions of Section 7, Customer agrees to indemnify, defend and hold harmless DFN and its members, and the commissioners, officers, directors, employees, agents and other representatives of DFN and its members. Customer must indemnify, defend and hold harmless DFN from all losses or damages arising from Customer's breach of this Agreement, violation of any third party intellectual property right, all claims of any kind by customer's end users, or any act or omission of Customer in connection with any service provided hereunder and any negligent or intentional act of Customer that causes damage or loss to any other Customer or Customer's equipment. DFN agrees to indemnify, defend and hold harmless Customer from all losses or damages arising from or related to personal injury or property damages caused by the negligence or willful misconduct of DFN.

11. Colocations: In the event Customer executes a Service Order that includes collocation at a DFN POP, Sections 9 and 10 and the following additional provisions apply. Customer agrees to pay in advance for the installation costs, and to pay monthly for collocation services, with the first payment due the first month following completion of installation and subsequent payments due by the 16th of each month. DFN reserves the right to recover any additional installation charges accrued during installation. DFN reserves the right to determine Customer's collocation space, including the right to relocate Customer's space. Customer will have unlimited access by key to its collocation space; will not make any duplicate keys; and will return all keys furnished by DFN upon termination of the collocation term. Customer will ensure that the exterior door to its collocation space is locked prior to exiting the space, to notify DFN: immediately upon entry if Customer discovers that the collocation space is not locked; and immediately upon exiting if Customer discovers that the collocation space does not lock automatically. Customer agrees that DFN is not responsible for the safety or security of Customer's equipment; assumes the risk of any loss or damage to its equipment by third parties including other customers of DFN; and waives any claim against DFN for loss or damage to Customer's equipment. Customer shall indemnify, defend and hold harmless DFN for any claims against DFN for the loss or damage to any equipment belonging to any third party allegedly caused by Customer's intentional or negligent act.

12. Termination by DFN: DFN may terminate this Agreement or any Service Order or Master Service Agreement Addendums hereunder, or suspend services, with prior notification, upon (a) failure of Customer to pay any amounts as provided herein within thirty (30) days of invoice date; or (b) Customer's breach of any provision of this Agreement or any law, rule or regulation governing the services; or (c) if Customer provides false information to DFN regarding the Customer's identity, creditworthiness, or its planned use of the services; or (d) if DFN deems it necessary to take any reasonable and lawful action to protect the property and rights of DFN and existing and potential customers of DFN's services; or (e) violating DFN's Acceptable Use Policy as posted on the company's web site and which is incorporated herein by this reference. Furthermore, DFN may terminate the Agreement immediately with written notification for any abusive behavior whether it's verbally, physically or implied.

13. Termination for Cause: Either Party may terminate this Agreement for Cause. "Cause" shall mean a breach by the other party of any material provision of this Agreement, provided that written notice of the breach has been given to the breaching party, and the breach has not been cured within thirty (30) days after delivery of such notice.

14. Resale of Products or Services: Subject to compliance with any applicable laws or regulations, any products or services provided under this Agreement may not be resold to or shared with other persons or entities as described in the Service Order or Master Services Agreement Addendums

hereunder, so long as such products or services are resold or shared under Customer's own name and not identified as DFN products or services. The Customer remains solely responsible for all services ordered by it or billed to its account, for determining who is authorized to use its services and taking appropriate actions to enforce such a determination, and for immediately notifying DFN of any unauthorized use. DFN has no obligation to provide notice to or otherwise communicate with the users or customers of Customer.

15. Assignment: Customer shall not assign, pledge, transfer or otherwise convey all or any part of the rights and privileges granted by this Agreement in any manner without prior written consent of DFN, which consent it will not unreasonably withhold. Any transfer of this Agreement by merger, consolidation or liquidation of Customer, or any change in the ownership of or power to vote the majority of its outstanding voting stock (whether effected in one or more transactions or events occurring over any period of time) shall constitute an assignment for purposes of this Section. Customer may enter into agreements with other parties for transport circuits on terms consistent with this Agreement.

16. Taxes: Customer agrees that if there is any tax payable by it, but which is to be collected by DFN which DFN does not collect for any reason, upon assessment thereof by the applicable taxing agency, and demand by DFN, Customer shall immediately remit the same to DFN or the agency, as directed by DFN, even if such assessment arises after the termination of this Agreement.

17. Representations and Warranties: Each party represents and warrants that it has full power and authority to execute, deliver, and perform its obligations under this Agreement. DFN represents and warrants to Customer that any services provided hereunder will be performed in a manner consistent with that of other reputable providers of the same or similar services in the same locality. EXCEPT AS OTHERWISE SPECIFICALLY SET FORTH IN THIS AGREEMENT OR IN A SERVICE LEVEL AGREEMENT ENTERED INTO SUBSEQUENT TO THIS AGREEMENT AND SPECIFICALLY INCORPORATED BY REFERENCE INTO THIS AGREEMENT, DOUGLAS FASTNET MAKES NO WARRANTY, WHETHER EXPRESS, IMPLIED OR STATUTORY, AS TO THE INSTALLATION, DESCRIPTION, QUALITY, MERCHANTABILITY, COMPLETENESS OR FITNESS FOR ANY PURPOSE OF ANY PORTION OF THE NETWORK OR ANY SERVICE PROVIDED HEREUNDER OR DESCRIBED HEREIN, OR AS TO ANY OTHER MATTER, ALL OF WHICH WARRANTIES ARE HEREBY EXCLUDED AND DISCLAIMED.

18. Governing Law: This Agreement is governed by and subject to the laws of the State of Oregon, excluding its principles of conflicts of law.

19. Litigation: If either party commences litigation under this Agreement, the prevailing party is entitled to reimbursement of its costs and attorneys' fees from the other party.

20. Remedies not Exclusive: The remedies provided in this Agreement shall be in addition to all other remedies to which DFN may be entitled at law or in equity, including without limitation the right to recover unpaid amounts with interest at the applicable statutory judgment rate, but accruing from the date initially due.

21. Jurisdiction; Venue: The parties consent to the personal jurisdiction of the courts of the State of Oregon and federal courts located in Oregon so that any litigation concerning or arising out of this Agreement shall be brought in Oregon. The parties agree not to claim that Oregon is an inconvenient place for trial. The venue of any such legal action shall be in Douglas County, Oregon.

22. Entire Agreement: This Agreement and any addendums, attachments, Service Order and other documents incorporated herein constitutes the entire agreement between the parties with respect to its subject matter and supersedes all other representations, understandings or agreements that are not expressed herein, whether oral or written. Except as otherwise set forth herein, no amendment to this Agreement shall be valid unless in writing and signed by both parties.

23. Waivers: No waiver of any provision or breach of this Agreement shall be effective unless such waiver is in writing and signed by the waiving party and any such waiver shall not be deemed a waiver of any other provision of this Agreement or any other breach of this Agreement.

24. Use of Name and Trademarks: Neither party shall use any name, logo or service mark of the other party in marketing services to others without the express written consent of the other party.

25. Confidentiality: Customer shall treat all information made available or disclosed to, or developed or obtained by, Customer as the result of or related to this Agreement ("Confidential Information") as confidential, and shall not disclose or use Confidential Information for the benefit of any person other than DFN; provided however, that Customer shall have no obligation with respect to that portion of Confidential Information which is disclosed by DFN to others without any restriction on use or disclosure, or which must be disclosed to others under law. If Customer received a request for Confidential Information from a third party, Customer shall promptly notify DFN in writing of such request, and if Customer in good faith believes it is obligated to disclose the requested Confidential Information, DFN shall be given the opportunity to seek judicial or other protection of such Confidential Information, with the cooperation of Customer.

26. Notices: All notices, requests, demands or other communications which are required or may be given pursuant to the terms of this Agreement shall be in writing and shall be deemed to have been duly given (i) on the date of delivery if personally delivered by hand, (ii) upon the third day after such notice is (a) deposited in the United States mail, if mailed by registered or certified mail, postage prepaid, return receipt requested, or (b) sent by a nationally recognized overnight express courier, or (iii) by facsimile upon written confirmation (other than the automatic confirmation that is received from the recipient's facsimile machine) of receipt by the recipient of such notice.

Acknowledgement. By signing below, customer acknowledges that they have received and reviewed a copy of the Master Service Agreement and to the terms and conditions set forth in the Master Service Agreement.

Signature

Date

Agenda Item Sheet

City of Lowell City Council

Type of item:	Contract
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Item title/recommended action:

Review and approval of proposals for office copier. – Discussion/ Possible action
Recommended motion: Motion to authorize the City Administrator to execute a 5-year lease agreement with National Business Solutions for the Konica Minolta bizhub C-450i model copier/printer.

Justification or background:

The City has had a 5-year lease agreement with Pacific Office Automation for the office copier. That agreement has now expired. Staff solicited quotes for a new 5-year lease agreement. The price sheets for the 3 companies are in the packet. A tabulation of the monthly installment payment, black and white copy costs, and color copy costs over 5 years is also in the packet. The black and white/color copy costs are based on the page count from the current copier over the past 5-year period. Based on this estimate, it appears that National Business Solutions has the lowest quote.

Budget impact:

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Department or Council sponsor:

Administration

Attachments:

Quotation from 3 companies; tabulation of quotes.

Meeting date:	06/21/2022
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PACIFIC OFFICE AUTOMATION

— PROBLEM SOLVED —

IMAGING EQUIPMENT SERVICE ORDER

This Order is incorporated into and made apart of the Total Services Agreement ("TSA") between Customer and POA which governs the imaging equipment and/or services specified below.

CUSTOMER NAME City of Lowell (City Hall)
TSA# _____
ORDER # _____

BILL TO:		PO #		SOLD BY		
107 E 3rd Street Lowell, Oregon 97452				Catron		
SHIP TO:			CONTACT PHONE #			
107 E 3rd Street Lowell, Oregon 97452			541-937-2157			
QTY	ITEM	TYPE	DESCRIPTION	UNIT PRICE	TOTAL	
1		New	SHARP MX-4071 Print, Copy, Fax, Scan, Color, 11x17 40PPM			
MINIMUM MONTHLY PAYMENT (plus applicable taxes) \$ <u>159.37</u> TERM <u>60 mo.</u> MONTHS						
SERVICE/SUPPLY AGREEMENT	MODELS	MONTHLY MINIMUM NUMBER OF IMAGES	EXCESS PER IMAGE CHARGE	EXCESS BILLING CYCLE	Device management	
	MX-4071	3000BW	\$.009	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual	Approved Meter Reading	
		1000CLR	\$.06		<input type="checkbox"/> Zero Meter Replacement <input type="checkbox"/> Advanced Scanning <input type="checkbox"/> Security <input type="checkbox"/> MPF Network Support <input type="checkbox"/> Power Filter	
CONDITIONS OF SALE, CONTINGENCIES OR COMMENTS					Delivery	Included
POA will ship back the current copier for the customer.						
					SUBTOTAL	
					SALES TAX	
					TOTAL	TBL

By signing this Order, Customer acknowledges and agrees: (a) this Order is NON-Cancelable; (b) this Order will be governed by the TSA General Terms and Conditions, the applicable TSA Additional Terms and Conditions for the Solution and this Order all of which are an integral part of this Order and incorporated herein; and (c) this Order relating to the equipment and services described herein, can only be changed by written agreement signed by both Parties.

PACIFIC OFFICE AUTOMATION

NAME _____

TITLE _____

DATE _____

SIGNATURE _____

CUSTOMER

CUSTOMER LEGAL NAME _____

SIGNER NAME & TITLE _____

DATE _____

SIGNATURE _____

RECOMMENDATION: KONICA MINOLTA BIZHUB C-450I

Standard System

- Sleek 360 degree design with 10.1" Full Color NFC Support Display
- 45ppm black & white speed and 45ppm full color
- Standard dual drawer system with options holding up to 1,150 sheets of paper on line.
- Dual Scan Document Handler that scans both sides and holds 300 originals.
- 25% - 400% Reduction/Enlargement in 1/10 of 1% Increments.
- True 8-bit 1200 x 1200 dpi Laser Printing and Scanning. Only system in its class!
- Standard Duplex (two sided) copying & printing.
- INFO-Palette design with highly intuitive control panel complete with drag, swipe, flick and pinch technologies! Standard Web Browser Support
- High speed Network printing/scanning options with document mgmt. XPS, PCL & **PostScript 3** emulation is included as standard equipment.
- 8GB of RAM Memory & Standard 250GB Solid State Hard Drive & Mail Box features. This systems offers the ultimate in security for your network!
- Optional Advanced Finishing, Hole Punch, & Booklet making & Tri-folding Capability.



Available Components

- **FK-514 Super G3 Fax Kit:** High volume, low cost fax send & receive (max 4 lines). **FS-539** Advanced Multi-Position 50 Sheet Stapling Finisher with Optional **SD-Unit** Folding Unit & **PK-524/PK-526** Hole Punch. **FS-540** 100 Sheet Staple Finisher with optional tri-folding and Booklet Maker along with "Z" Fold Option. **PC-417/PC-416/PC-216/PC-116** Paper feed cabinet options; 2500 sheets/2 x 500 sheets/ 1 x 500 sheets respectively. **LU-302:** External 3,000 Sheet Paper Deck.
- **IC-420** Fiery Controller (VI-516 Video Interface Required). **LK-105 v4** Adds Searchable PDF Capabilities.
- **JS-602** Output tray (For FS-540 Adds Third Output Tray): Separates copies & prints when FS-540 installed.
- **PI-507** Post Sheet Inserter for FS-540



ITEM	DESCRIPTION	Included Items	FMV Lease 60mo.
bizhub C-450i	45ppm Black & White Digital Copier/Printer with 45ppm ON DEMAND FULL COLOR. Standard with 1,150 sheet Two Drawers plus 150 sheet bypass that supports 300gsm card stock.	Included	
Standard Document Handler	Dual Scan Document Scanner with 300 Sheet Capacity and simultaneous Scanning of two sided Originals	Included	
	Standard Duplex (two sided) Unit 8GB RAM and 250GB Hard Drive for Mailbox features right at control panel	Included	
	Network XPS, PCL AND PostScript 3 Printing	Included	
	Scan to File, scan to email, scan to HDD, & scan to Desktop (SMB), and Scan to Smart Phone as well as USB Drive!	Included	
DK-516	Storage Cabinet	Included	
FK-514 Fax	Super G3 Faxing (fax from the desktop and fax routing included)	Included	
	City of Albany Contract Discount:	Included	
	Net Investment		\$95.96
Options:			
Return Shipping	Return Shipping Sharp MX-4071	\$375.00	\$7.13

Initial Supplies: \$657.00 (Waived w/ Approved CPC Agreement)

Service Cost: \$19.00 Per Month

Cost per Page: \$ 0.0042 Black
\$ 0.042 Color

All National Business Solutions Black and White Maintenance Agreements include: All parts and labor as well as supplies (excluding paper and staples)

NOTES: Lease Factor based on zero down and FMV purchase option / Leasing company one time documentation fee: \$ 75.00.

Set Up, Delivery & Install: \$95.00 waived

Network Install (up to 8 workstations): \$159.00





Prepared For:
City of Lowell

Qty.	Model Number	Description	
1	Kyocera TASKalfa 3554ci	35PPM A3 Color MFP Copy Print Scan	
1	DP-7160	Dual Scan Document Processor	
1	Fax System 12	Fax System 12 For MFP	
1	MFP Stand	MFP Stand For Mainframe (Comes with two drawers)	
		60 Month FMV Lease Payment:	\$137.00
1	Kyocera TASKalfa 4054ci	35PPM A3 Color MFP Copy Print Scan	
	DP-7160	Dual Scan Document Processor	
	Fax System 12	Fax System 12 For MFP	
	MFP Stand	MFP Stand For Mainframe (Comes with two drawers)	
		60 Month FMV Lease Payment:	\$157.00

MFP Service Agreement Information

B&W Monthly Usage- N/A
 Color Monthly Usage- N/A
 B&W Monthly Usage Rate-\$.0069
 Color Monthly Usage Rate- \$.06
 Monthly Service Agreement- Zero Base. Parts, Labor, & Toner Included.
 Billed Quarterly: No Overage Penalties

MFP Proposal



Black and white	202,371.00
Color	85,668.00
# months	60.00

Company Name

	OEC		POA	National Business
Model	3554ci	4054ci	Sharp MX-4071	Konica Milota
Monthly rate	137.00	157.00	159.37	95.96
Black and white usage	0.0069	0.0069	0.009	0.0042
Color usage	0.06	0.06	0.06	0.042
Service costs over 5 years	-	-	-	1,140.00
Return shipping	-	-	-	375.00
Network install	-	-	-	159.00
Total monthly	8,220.00	9,420.00	9,562.20	5,757.60
Total b/w	1,396.36	1,396.36	1,821.34	849.96
Total color	5,140.08	5,140.08	5,140.08	3,598.06
Grand total	14,756.44	15,956.44	16,523.62	11,879.62

Agenda Item Sheet

City of Lowell City Council

Type of item:

Discussion

Item title/recommended action:

Discussion of intrusion detection, video recording, and access control for 70 N. Pio-neer St. – Discussion

Justification or background:

Staff, with LCOG's assistance, are soliciting quotations from security companies for camera monitoring, instrusion detection, and access control systems for 70 N. Pioneer St. Our achitect recommends selecting a security company soon to perform this work in coordination with the general contractor. Staff expect to have a 3rd quotation by the end of the week of June 24. Staff are requesting a brief special meeting with City Council to review the quotes and vote on selecting a security system contractor. The recommended date of the special meeting (which could be held via Zoom) is Tuesday, June 28 at 6:00 pm. This item is presented for discussion among City Council and to provide direction to staff.

Budget impact:

N/A

Department or Council sponsor:

Administration

Attachments:

N/A

Meeting date:

06/21/2022