

**Lowell City Council
Executive Session
Tuesday, September 17 2024 at 6:00 pm**

**Regular Meeting
Tuesday, September 17, 2024 at 7:00 pm**

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

Members of the public may provide comment or testimony through the following:

- Joining in person or by phone, tablet, or personal computer. For details, click on the event at <www.ci.lowell.or.us>.
- Mailing written comments to PO Box 490, Lowell, OR 97452 or delivering in person at Lowell City Hall located at 70 N. Pioneer St.
- By email to admin@ci.lowell.or.us.
- Comments received by 4:00 pm on the meeting date will be included in the record.

Executive Session Agenda (estimated 1 hour)

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 decision will be made in this executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.

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)(h) – to consult with legal counsel concerning the legal rights and duties of the city with regards to litigation.

Adjourn the Executive Session.

The Regular Meeting will convene immediately following the Executive Session.

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

City Council Meeting Agenda

Regular Meeting Agenda

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. August 20, 2024 regular meeting minutes
2. September 3, 2024 regular meeting minutes
3. August 2024 check register
4. July 2024 financial statements

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
2. Public Works
3. Library

Old Business

New Business

1. Motion to authorize the City Administrator to sign a quote and "Total Solutions Agreement" with Pacific Office Automation for the lease of a mailing and inserting machine at \$223.14 per month for 63 months. – Discussion/ Possible action

Other Business

Mayor Comments

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

Adjourn the Regular Meeting.

**City of Lowell, Oregon
City Council
Regular Meeting Minutes
August 20, 2024**

The Lowell City Council held a regular meeting on August 20, 2024. The meeting location was Lowell Rural Fire Protection District Fire Station 1 at 389 N. Pioneer Street, Lowell, OR 97452. Mayor Bennett called the meeting to order at 7:01 pm.

City Councilors present:

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

City Councilors absent:

None.

Staff/others present:

City Administrator Jeremy Caudle; Public Works Director Max Baker; Library Director Peggy O’Kane

Following the pledge of allegiance, Mayor Bennett recognized Public Works Director Max Baker for 10 years of dedicated service to the city. Mayor Bennett offered words of praise for Baker’s accomplishments and presented him with a plaque that states: “In recognition of 10 years of dedicated service. Presented August 20, 2024 by the Mayor and City Council.” The meeting recessed at 7:05 pm for everyone to enjoy a piece of cake.

Mayor Bennett reconvened the meeting at 7:12 pm.

Approval of the agenda:

No changes.

Consent agenda:

1. July 16, 2024 regular meeting minutes
2. August 6, 2024 regular meeting minutes
3. July 2024 check register
4. June 2024 financial report

Councilor Weather’s motion to approve the consent agenda was seconded by Councilor Murray.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

Public comments:

None.

Council comments:

Councilor Murray stated his interest in serving on the Library Committee to fill a vacant seat.

Staff reports:

City Administrator

- ePermitting is scheduled to go live in October.
- Filing deadlines for the municipal election are approaching.
- Approved a Type II application for a property line adjustment.

- Met with a contractor who's interested in building an ADU and approved a hillside development permit.
- The audit of the annual financial statements has begun.
- The wastewater treatment master plan is still undergoing DEQ review.
- We hired a new employee for the Public Works Department.
- The city's contract accountant manually adjusted the CA's vacation leave to correct the error that was reported at the July 16 meeting.
- The city's request for .GOV migration funding was approved by the Oregon Department of Emergency Management.
- Submitted the City Council's preferences for the LOC legislative ballot priorities.
- Met with Lane County Mobile Services.
- Lane County Parks and Recreation is scheduled to inspect the covered bridge in the fall.
- Staff ordered new signage for City Hall.
- USDA and USACE are still coordinating work on our ECWAG grant related to cultural resources studies.
- The CA covered several items reported in the summary financial report.
- Code enforcement activities – numerous noxious vegetation letters were sent out and one property did not comply with an abatement order regarding rubbish.

Public Works

- Waiting on quote to repair the stage roof at Rolling Rock Park.
- Staff are working on pothole and crack repairs throughout the city.
- Park restrooms remained closed indefinitely.
- The new PLC/SCADA program is up and running.
- The water treatment plant is operating more efficiently due to the new system.
- More programming tweaks are needed to complete the configuration process.
- Staff participated in a meeting with state and federal officials to receive updates on the dam drawdowns this year.
- The new Utility Worker Trainee started working on August 5.
- Staff are planning for a bio-solids removal from the WWTP drying beds.

Library Department

- Received notice of a new grant at the first of July.
- There has been much progress on the digital repository program.
- The book sale and summer reading were major activities in July.
- The library has received a donation of around 1,000 children's books. Staff have been organizing and weeding these donations.
- The library made around \$1,000 from the book sale.
- Books not sold will be processed through Thrift Books or donated.
- Summer reading had over 50 children signed up with at least two craft projects each week.
- Thrift Book has about 500 city books listed for sale.
-

Old business:

1. Follow up on "Charging and fueling infrastructure grant" opportunity with Lane County. – Discussion/ Possible action

Councilor Weathers provided the following updates:

- After the 5-year grant period, the city owns the chargers and can do with them whatever the city wants.
- The grant would pay for five level 2 chargers with 2 chargers each.
- Maintenance responsibilities remain to be determined.

- The maintenance agreement with the servicer does not cover vandalism.
- It's uncertain if the grant would pay to pave for a parking spot.
- The city will set user charge fees after the 5-year grant period.
- The estimated useful life of a charging station is still unknown.
- The school district is interested in obtaining chargers.
- The deadline to apply is this Friday.

Councilor Stratis's motion "that we move forward with the grant for these charging stations" was seconded by Councilor Murray.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

New business:

1. Presentation by Parks and Recreation Committee on Paul Fisher Park swing set and gaga ball court recommendations. – Discussion

Presenters: Committee members Tony Moreci and Meesa Anders

Committee member Moreci introduced this item by stating that the committee has met its fundraising goals for a swing set and gaga ball court.

Committee member Anders discussed the project budget, including donations and SDCs. The budget includes anchors and wood chips. The total budget is around \$12,000.

Moreci added that an accessible swing set is part of the project.

The swing set would have 4 swings, one of which would be an accessible swing.

Anders explained the gaga ball pit and its popularity among children.

Councilor Harris moved to accept the Parks and Recreation Committee's recommendations and to authorize the purchase of the swing set and the construction of a gaga ball court at Paul Fisher Park, which Councilor Murray seconded.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

2. Review applications to fill vacant positions on the Library Committee. – Discussion/ Possible action
 - Tony Moreci
 - Ann Wopat

Mayor Bennett recognized Ann Wopat, who shared her personal and professional background.

Councilor Stratis moved to appoint Tony Moreci, Ann Wopat, and Jimmy Murray to the Library Committee, which Councilor Harris seconded.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

3. Motion to approve a sole source procurement for “Oral historian consulting services,” based on the findings presented in the agenda item sheet, and to authorize the City Administrator to sign a contract in the amount not to exceed \$8,000 with Christoffer Eric Petersen for these services. – Discussion/
Possible action

Presenter: Peggy O’Kane, Library Director

Library Director O’Kane emphasized the depth of personal experiences within the city that should be documented to record the community’s history. In her research, she identified the recommended consultant as an expert within the State of Oregon on how to conduct oral histories.

Councilor Stratis’s motion to approve a sole source procurement for “Oral historian consulting services,” based on the findings presented in the agenda item sheet, and to authorize the City Administrator to sign a contract in the amount not to exceed \$8,000 with Christoffer Eric Petersen for these services was seconded by Councilor Weathers.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

4. Review quotes for E. 1st Street paving and repairs. – Discussion/ Possible action
 - Wakeview Construction LLC - \$37,871.06
 - Wildish – \$74,879.00
 - RiverBend Construction – \$45,206.00

CA Caudle explained the scope of the project. This is intended to be a short-term fix pending the outcome of the E. 1st Street issue. The contractor will excavate 6 inches and pave 4 inches. In case repairs to the underlying infrastructure are needed, saw cuts would be made to the new pavement to access that infrastructure. Once those repairs are completed, a paving contractor would come back in the future to finish paving the remaining top 2 inches. That way, saw cuts are not visible on the street at the conclusion of the project. The saw cuts are also a weak spot on the road.

CA Caudle further explained the bid tabulations. The Wildish quote in the packet has a bid alternate for the 2 inches of asphalt, which needs to be subtracted, since we’re not doing the 2 inches right now. So, Wildish’s quote is \$57,179 with the 2 inches of asphalt subtracted. The other two quotes only had the 4-inch paving. This clarification is necessary to ensure an evaluation of the quotes based on the same scope of work.

Public Works Director Baker referred the council to a visual presented on the screen. The visual showed the work area. The width is 24 feet and extended slightly past the damaged area for an approximate 7,200 square feet area. The scope includes speed humps at both ends to encourage adherence to the speed limit, as well as to ease the transition between the different elevations between the existing street and area to be repaved. Compaction testing is also part of the project scope.

Councilor Murray asked about the impact of speed bumps on emergency vehicles.

Baker responded that the speed humps are intended to be gradual.

Councilor Harris’s motion to approve the quote by Wakeview Construction LLC in the amount of \$37,871.06 to repave E. 1st St. was seconded by Councilor Weathers.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

5. Review process for sale of old City Hall/107 E. 3rd St.. – Discussion/ Possible action

At this time, the City Council may vote to authorize the City Administrator to proceed with the sale of 107 E. 3rd St. using the for sale by owner method.

CA Caudle introduced this item by referring to an information brochure in the council's packet, which listed the process and timeline for submitting offers. He added that an appraisal will be required prior to a public hearing to consider offers. The cost of an appraisal is around \$3,800. If the buyer doesn't have their own representation, the city will need to engage the services of a professional to provide contract documents and assist with the escrow process.

Councilor Weathers observed that state allows analyses other than appraisal that can indicate market value. For that reason, other methodologies, such a market analysis, would be sufficient. She also stated that the timeframe for accepting offers may need to be extended and additional flexible language may need to be added in the informational packet.

After some discussion, the City Council stated that a due date of October 10 for offers is reasonable. The City Council also agreed that a market analysis, as opposed to an appraisal, is sufficient for now to establish the market value of the property.

Councilor Weather's motion to authorize the City Administrator to proceed with the sale of 107 E. 3rd St. using the for sale by owner method was seconded by Councilor Stratis.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

6. First reading and public hearing on Ordinance 313, "An Ordinance Amending the Lowell Building Department Permit Fees; Adopting Appendix J "Grading" Of the 2024 International Building Code; and Amending the Section on how Building Permit Fees are Established."

The public hearing opened at 8:37 pm.

CA Caudle gave his staff report as follows:

- The fee schedule is the same as what was presented at previous meetings.
- The ordinance adopts grading rules.
- The ordinance deletes the word "resolution" in the subsection of the city code relating to how building inspection fees are to be adopted. That way, building inspection fees can be adopted by resolution or ordinance.

There were no public comments.

Council Weathers asked if local builders are aware of the pending fee updates.

Public Works Director responded that City Hall has been open in communicating the pending changes to contractors who are currently working on projects within the city.

The public hearing closed at 8:40 pm.

CA Caudle read Ordinance 313 in its entirety.

Councilor Harris’s motion to schedule a second reading for Ordinance 313 at the September 3, 2024 regular City Council meeting was seconded by Councilor Murray.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

7. Motion to approve an intergovernmental agreement with Lane Council of Governments for an external market compensation analysis at the member rate of \$7,791, and to authorize the City Administrator to sign. – Discussion/ Possible action

Councilor Harris’s motion to approve an intergovernmental agreement with Lane Council of Governments for an external market compensation analysis at the member rate of \$7,791, and to authorize the City Administrator to sign was seconded by Councilor Murray.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Weathers: YES; Murray: YES.

APPROVED: 5-0.

Other business:

1. Thoughts on September 3 work session at 6:00 pm to discuss code enforcement abatement, City Administration evaluation process improvements, annual City Council planning session.

Due to scheduling conflicts, CA Caudle stated that he would distribute a meeting poll to decide on a date that works for everyone.

Mayor comments:

None.

Councilor comments:

None.

Community comments:

None.

Adjourned at 8:48 pm.

APPROVED:

Don Bennett, Mayor

ATTEST:

Jeremy Caudle, City Recorder

**City of Lowell, Oregon
City Council
Regular Meeting Minutes
September 3, 2024**

The Lowell City Council held a regular meeting on September 3, 2024. The meeting location was Lowell Rural Fire Protection District Fire Station 1 at 389 N. Pioneer Street, Lowell, OR 97452. Mayor Bennett called the meeting to order at 7:02 pm.

City Councilors present:

Mayor Don Bennett, Gail Harris, Tim Stratis, Jimmy Murray

City Councilors absent:

Maureen Weathers

Staff/others present:

City Administrator Jeremy Caudle

Approval of the agenda:

No changes.

Public comments:

None.

Council comments:

None.

Old business:

1. Second reading of Ordinance 313, "An Ordinance Amending the Lowell Building Department Permit Fees; Adopting Appendix J 'Grading' Of the 2024 International Building Code; and Amending the Section on how Building Permit Fees are Established."

CA Caudle read Ordinance 313 by title only.

Councilor Harris moved to approve Ordinance 313, which Councilor Murray seconded.

Mayor Bennett: YES; Stratis: YES; Harris: YES; Murray: YES.

APPROVED: 4-0.

New business:

1. Review quotes for lease of mailing and document inserter machines. – Discussion/ Possible action
 - Pacific Office Automation – \$14,057.82 – total 63-month lease
 - Kelley Create – \$17,919.00 – total 60-month lease

CA Caudle introduced this item as follows. Staff recommend the Pacific Office Automation quote on the basis of price and the fact that the equipment listed on the quote will fulfill the City's needs. Following approval by the City Council, staff will request a lease agreement from the selected vendor. Staff will then place approval of the lease agreement on the agenda for a future City Council meeting.

The City Clerk sought input from other City Clerks on reputable office machine companies to obtain competitive quotes. On 8/12/24, she received a quote from Pacific Office Automation. On 8/12/24, she

received a quote from Kelley Create. On 8/12/24 and 8/19/24, she contacted Solution Yes to receive a quote. However, there was no response to the inquiry.

Councilor motion to approve the lease of mailing and document inserter machines from Pacific Office Automation in the amount of \$14,057.82

Other business:

Mayor comments:

None.

Councilor comments:

None.

Community comments:

None.

Adjourned at 8:48 pm.

APPROVED:

Don Bennett, Mayor

ATTEST:

Jeremy Caudle, City Recorder

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
18144								
18144	Banner Bank	JEREMY JUL	1	Zoom - Regular	110-410-6225	.00	15.99	15.99
18144	Banner Bank	JEREMY JUL	2	Zoom - BBJ	314-490-6225	.00	15.99	15.99
18144	Banner Bank	JEREMY JUL	3	Zoom - Parks	110-420-6225	.00	15.99	15.99
18144	Banner Bank	JEREMY JUL	4	Zoom - Library	110-450-6225	.00	15.99	15.99
18144	Banner Bank	JEREMY JUL	5	Bridgetown Market - Water for Sta	110-410-6290	.00	6.19	6.19
18144	Banner Bank	JEREMY JUL	6	Jimmy Johns - Lunch for Staff Lun	110-410-6290	.00	77.90	77.90
18144	Banner Bank	JEREMY JUL	7	Indeed - Job Posting - Utility Work	230-490-6220	.00	223.46	223.46
18144	Banner Bank	JEREMY JUL	8	Drop- Box extra storage - subscrip	110-410-6225	.00	22.00	22.00
18144	Banner Bank	JEREMY JUL	9	U- Store Self Storage	110-410-6705	.00	94.00	94.00
18144	Banner Bank	JEREMY JUL	10	Microsoft cloud storage	110-410-6225	.00	9.11	9.11
18144	Banner Bank	JEREMY JUL	11	Microsoft cloud storage	110-420-6225	.00	1.07	1.07
18144	Banner Bank	JEREMY JUL	12	Microsoft cloud storage	110-440-6225	.00	1.61	1.61
18144	Banner Bank	JEREMY JUL	13	Microsoft cloud storage	110-450-6225	.00	6.43	6.43
18144	Banner Bank	JEREMY JUL	14	Microsoft cloud storage	110-460-6225	.00	1.61	1.61
18144	Banner Bank	JEREMY JUL	15	Microsoft cloud storage	110-480-6225	.00	1.61	1.61
18144	Banner Bank	JEREMY JUL	16	Microsoft cloud storage	220-490-6225	.00	1.61	1.61
18144	Banner Bank	JEREMY JUL	17	Microsoft cloud storage	230-490-6225	.00	13.94	13.94
18144	Banner Bank	JEREMY JUL	18	Microsoft cloud storage	240-490-6225	.00	13.94	13.94
18144	Banner Bank	JEREMY JUL	19	Microsoft cloud storage	312-490-6225	.00	2.68	2.68
18144	Banner Bank	JEREMY JUL	20	Indeed - Job Posting - Utility Work	230-490-6220	.00	501.56	501.56
18144	Banner Bank	MAX JULY 2	1	Paint and Paint supplies for RR P	110-420-6330	.00	342.53	342.53
18144	Banner Bank	MAX JULY 2	2	Salt for Water Plant	230-490-6712	.00	80.73	80.73
18144	Banner Bank	PEGGY JUL	1	Walmart - SRP Craft Supplies	110-450-6530	.00	66.29	66.29
18144	Banner Bank	SAM JULY 2	1	Staples - Paper	230-490-6230	.00	63.45	63.45
18144	Banner Bank	SAM JULY 2	2	Staples - Paper	240-490-6230	.00	63.44	63.44
18144	Banner Bank	SAM JULY 2	3	Amazon - COL Lanyards	110-410-6234	.00	68.00	68.00
18144	Banner Bank	SAM JULY 2	4	Staples - #10 Windowless envelo	110-410-6230	.00	27.71	27.71
18144	Banner Bank	SAM JULY 2	5	USPS - Certified letter to Lane Co	110-410-6220	.00	10.40	10.40
18144	Banner Bank	SAM JULY 2	6	Staples -Paper/Business cards/L	110-410-6230	.00	32.83	32.83
18144	Banner Bank	SAM JULY 2	7	Staples -Paper/Business cards/L	110-420-6234	.00	3.87	3.87
18144	Banner Bank	SAM JULY 2	8	Staples -Paper/Business cards/L	110-440-6230	.00	5.79	5.79
18144	Banner Bank	SAM JULY 2	9	Staples -Paper/Business cards/L	110-450-6230	.00	23.18	23.18
18144	Banner Bank	SAM JULY 2	10	Staples -Paper/Business cards/L	110-460-6234	.00	5.79	5.79
18144	Banner Bank	SAM JULY 2	11	Staples -Paper/Business cards/L	110-480-6230	.00	5.79	5.79
18144	Banner Bank	SAM JULY 2	12	Staples -Paper/Business cards/L	220-490-6230	.00	5.79	5.79
18144	Banner Bank	SAM JULY 2	13	Staples -Paper/Business cards/L	230-490-6230	.00	50.22	50.22
18144	Banner Bank	SAM JULY 2	14	Staples -Paper/Business cards/L	240-490-6230	.00	50.22	50.22
18144	Banner Bank	SAM JULY 2	15	Staples -Paper/Business cards/L	312-490-6230	.00	9.66	9.66
18144	Banner Bank	SAM JULY 2	16	Copy Rite - Regular Jam Labels 1	314-490-6814	.00	54.40	54.40
Total 18144:						.00		2,012.77
18145								
18145	Bridge Town Market	JULY 2024	1	Fuel for 2017 Ram and Mower an	110-420-6710	.00	226.72	226.72
18145	Bridge Town Market	JULY 2024	2	Water & Gatorade for crew	230-490-6712	.00	70.38	70.38
18145	Bridge Town Market	JULY 2024	3	Water & Gatorade for crew	240-490-6712	.00	70.38	70.38
Total 18145:						.00		367.48

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
18146								
18146	Caselle	134891	1	Caselle Software and Support	110-410-6225	.00	227.36	227.36
18146	Caselle	134891	2	Caselle Software and Support	110-420-6225	.00	89.31	89.31
18146	Caselle	134891	3	Caselle Software and Support	110-440-6225	.00	17.52	17.52
18146	Caselle	134891	4	Caselle Software and Support	110-450-6225	.00	47.80	47.80
18146	Caselle	134891	5	Caselle Software and Support	220-490-6225	.00	22.93	22.93
18146	Caselle	134891	6	Caselle Software and Support	230-490-6225	.00	452.22	452.22
18146	Caselle	134891	7	Caselle Software and Support	240-490-6225	.00	452.22	452.22
18146	Caselle	134891	8	Caselle Software and Support	312-490-6225	.00	85.58	85.58
18146	Caselle	134891	9	Caselle Software and Support	314-490-6225	.00	12.06	12.06
Total 18146:						.00		1,407.00
18147								
18147	Century Link	AUGUST 202	1	Phone and Auto Dialer for Water	230-490-6440	.00	2.80	2.80
18147	Century Link	AUGUST 202	2	Auto Dialer for Lift Station	240-490-6440	.00	106.69	106.69
Total 18147:						.00		109.49
18148								
18148	City of Lowell	JULY 2024 W	1	Water Service	110-410-6420	.00	147.28	147.28
18148	City of Lowell	JULY 2024 W	2	Water Service	110-420-6420	.00	3,300.01	3,300.01
18148	City of Lowell	JULY 2024 W	3	Water Service	110-450-6420	.00	171.91	171.91
18148	City of Lowell	JULY 2024 W	4	Water Service	220-490-6420	.00	35.47	35.47
18148	City of Lowell	JULY 2024 W	5	Water Service	230-490-6420	.00	80.92	80.92
18148	City of Lowell	JULY 2024 W	6	Water Service	240-490-6420	.00	402.74	402.74
18148	City of Lowell	JULY 2024 W	7	Sewer Service	110-410-6425	.00	81.00	81.00
18148	City of Lowell	JULY 2024 W	8	Sewer Service	110-420-6425	.00	432.00	432.00
18148	City of Lowell	JULY 2024 W	9	Sewer Service	110-450-6425	.00	81.00	81.00
18148	City of Lowell	JULY 2024 W	10	Sewer Service	220-490-6425	.00	18.00	18.00
18148	City of Lowell	JULY 2024 W	11	Sewer Service	230-490-6425	.00	72.00	72.00
18148	City of Lowell	JULY 2024 W	12	Sewer Service	240-490-6425	.00	648.00	648.00
Total 18148:						.00		5,470.33
18149								
18149	Correct Equipment, Inc.	50788, 5079	1	Meter Boxes and Lids	230-490-6712	.00	2,148.48	2,148.48
Total 18149:						.00		2,148.48
18150								
18150	Douglas Fast Net	DFN 0824	1	Internet service	110-410-6435	.00	7.50	7.50
18150	Douglas Fast Net	DFN 0824	2	Internet - Wastewater	240-490-6435	.00	101.69	101.69
18150	Douglas Fast Net	DFN 0824	3	Internet - Water Plant	230-490-6435	.00	117.88	117.88
Total 18150:						.00		227.07
18151								
18151	Ferguson	1272416	1	Sewer Liner Repair Supplies	240-490-6712	.00	954.36	954.36
Total 18151:						.00		954.36
18152								
18152	Lane Electric Cooperative	JULY 24 LEC	1	Electricity	110-410-6430	.00	114.97	114.97
18152	Lane Electric Cooperative	JULY 24 LEC	2	Electricity	110-420-6430	.00	172.18	172.18
18152	Lane Electric Cooperative	JULY 24 LEC	3	Electricity	110-450-6430	.00	163.39	163.39

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
18152	Lane Electric Cooperative	JULY 24 LEC	4	Electricity	110-470-6326	.00	64.79	64.79
18152	Lane Electric Cooperative	JULY 24 LEC	5	Electricity	220-490-6430	.00	9.07	9.07
18152	Lane Electric Cooperative	JULY 24 LEC	6	Electricity	230-490-6430	.00	1,780.18	1,780.18
18152	Lane Electric Cooperative	JULY 24 LEC	7	Electricity	240-490-6430	.00	2,186.34	2,186.34
18152	Lane Electric Cooperative	JULY 24 LEC	8	Electricity	312-490-6430	.00	984.92	984.92
Total 18152:						.00		5,475.84
18153								
18153	Lowell School District	FUEL JUNE	1	Fuel for Quad Cab	240-490-6710	.00	60.73	60.73
Total 18153:						.00		60.73
18154								
18154	Pleasant Hill Feed & Farm	374625	1	Tools for Park Clean Up Day	110-420-6290	.00	35.96	35.96
Total 18154:						.00		35.96
18155								
18155	Renewable Resource Grou	168664,1687	1	Invoice 168664 BOD TSS	240-490-6755	.00	226.80	226.80
18155	Renewable Resource Grou	168664,1687	2	Invoice 168714 E Coli	240-490-6755	.00	72.00	72.00
18155	Renewable Resource Grou	168664,1687	3	Invoice 168306 BOD TSS	240-490-6755	.00	216.00	216.00
18155	Renewable Resource Grou	168664,1687	4	Invoice 168391 E Coli	240-490-6755	.00	72.00	72.00
18155	Renewable Resource Grou	168664,1687	5	Invoice 168534 BOD, TSS, E-Coli	240-490-6755	.00	298.80	298.80
18155	Renewable Resource Grou	168664,1687	6	Invoice 168779 BOD TSS	240-490-6755	.00	226.80	226.80
18155	Renewable Resource Grou	168664,1687	7	Invoice 168886 BOD TSS E-Coli	240-490-6755	.00	298.80	298.80
18155	Renewable Resource Grou	168664,1687	8	Invoice 168713 Bac-T	230-490-6755	.00	53.10	53.10
18155	Renewable Resource Grou	168664,1687	9	Invoice 168390 Bac-T	230-490-6755	.00	53.10	53.10
Total 18155:						.00		1,517.40
18156								
18156	Sunbelt Rentals	156490580-0	1	Generator rental for Towers	230-490-6712	.00	2,746.57	2,746.57
Total 18156:						.00		2,746.57
18157								
18157	Advanced Security	17466-E	1	BBJ Security Service 2024 32 hou	314-490-6118	.00	928.00	928.00
Total 18157:						.00		928.00
18158								
18158	Century Link	AUG 2024	1	Phone and Auto Dialer for Water	230-490-6440	.00	143.75	143.75
18158	Century Link	AUG 2024	2	Auto Dialer for Lift Station	240-490-6440	.00	54.75	54.75
18158	Century Link	AUG 2024	3	line for water tower	230-490-6440	.00	79.50	79.50
Total 18158:						.00		278.00
18159								
18159	City of Oakridge	1078	1	Police Service BBJ 2024	314-490-6118	.00	3,029.67	3,029.67
Total 18159:						.00		3,029.67
18160								
18160	Dealightful Entertainment	SRP 2024	1	SRP - Magic Show, Balloons, Fac	110-450-6530	.00	290.00	290.00

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
Total 18160:						.00		290.00
18161								
18161	Fast Signs	COL/LIBRAR	1	COL/Library Signage - deposit	110-410-6334	.00	232.13	232.13
18161	Fast Signs	COL/LIBRAR	2	COL/Library signage - Deposit	110-450-6334	.00	232.12	232.12
Total 18161:						.00		464.25
18162								
18162	Grainger	9201118115,	1	Safety glasses, gloves, earplugs, f	230-490-6712	.00	872.80	872.80
18162	Grainger	9201118115,	2	Safety glasses, gloves, earplugs, f	240-490-6712	.00	872.80	872.80
18162	Grainger	9201118115,	3	Fuses for Chemical Feed pump	240-490-6324	.00	17.77	17.77
Total 18162:						.00		1,763.37
18163								
18163	J & K Electrical LLC	24-0234-1, 2	1	Test all outlets and plugs in Rollin	314-490-6714	.00	200.00	200.00
18163	J & K Electrical LLC	24-0234-1, 2	2	Add Electrical outlets to back of b	110-420-6320	.00	324.27	324.27
Total 18163:						.00		524.27
18164								
18164	Lane Forest Products	S770020,770	1	Yard Debris, Clippings removal fro	110-420-6328	.00	144.00	144.00
18164	Lane Forest Products	S770020,770	2	Crushed Rock for backfill on BBJ	314-490-6714	.00	76.00	76.00
Total 18164:						.00		220.00
18165								
18165	Lowell Mini Storage	SEPT 2024	1	Storage Rental Unit #L020	240-490-6705	.00	90.00	90.00
18165	Lowell Mini Storage	SEPT 2024	2	Storage Rental Unit #L029	314-490-6705	.00	80.00	80.00
Total 18165:						.00		170.00
18166								
18166	Lowell School District	FUEL JULY 2	1	Fuel for Quad Cab	240-490-6710	.00	74.22	74.22
Total 18166:						.00		74.22
18167								
18167	Nichols, Layli	JULY 2024	1	Consulting Services	110-410-6114	.00	1,070.20	1,070.20
18167	Nichols, Layli	JULY 2024	2	Consulting Services	220-490-6114	.00	133.78	133.78
18167	Nichols, Layli	JULY 2024	3	Consulting Services	230-490-6114	.00	668.88	668.88
18167	Nichols, Layli	JULY 2024	4	Consulting Services	240-490-6114	.00	668.88	668.88
18167	Nichols, Layli	JULY 2024	5	Consulting Services	312-490-6114	.00	133.76	133.76
Total 18167:						.00		2,675.50
18168								
18168	Northwest Code Profession	5169	1	Building Permit Cost - July 24	220-490-6150	.00	3,178.39	3,178.39
18168	Northwest Code Profession	5169	2	Electrical Permit - July 2024	220-490-6152	.00	797.25	797.25
Total 18168:						.00		3,975.64
18169								
18169	OAWU	37827	1	50% of OAWU annual membershi	230-490-6245	.00	168.60	168.60

Check Number	Payee	Invoice Number	Inv Seq	Description	Invoice GL Account	Disc Taken	Invoice Amount	Check Amount
18169	OAWU	37827	2	50% of OAWU annual membershi	240-490-6245	.00	168.60	168.60
Total 18169:						.00		337.20
18170								
18170	Pacific Office Automation In	5030797872	1	Postage machine	110-410-6128	.00	44.19	44.19
18170	Pacific Office Automation In	5030797872	2	Postage Machine	230-490-6128	.00	88.37	88.37
18170	Pacific Office Automation In	5030797872	3	Postage Machine	240-490-6128	.00	88.37	88.37
Total 18170:						.00		220.93
18171								
18171	Professional Underground	24166-01, 24	1	Sewer line repair - Ally off E 3rd	240-490-6330	.00	350.00	350.00
18171	Professional Underground	24166-01, 24	2	Excavation for BBJ Greased Pole	314-490-6714	.00	350.00	350.00
Total 18171:						.00		700.00
18172								
18172	SaniPac	4941028S00	1	Refuse Services	230-490-6445	.00	6.35	6.35
18172	SaniPac	4941028S00	2	Refuse Services	240-490-6445	.00	6.35	6.35
Total 18172:						.00		12.70
18173								
18173	The Automation Group Inc	J001335	1	SCADA System Pay Request #3	230-700-8540	.00	93,311.10	93,311.10
Total 18173:						.00		93,311.10
18174								
18174	Umpqua Valley Financial	8475	1	FY 2023/2024 Audit Fees	110-410-6114	.00	1,000.00	1,000.00
18174	Umpqua Valley Financial	8475	2	FY 2023-2024 Audit Fees	220-490-6114	.00	125.00	125.00
18174	Umpqua Valley Financial	8475	3	FY 2023-2024 Audit Fees	230-490-6114	.00	625.00	625.00
18174	Umpqua Valley Financial	8475	4	FY 2023-2024 Audit Fees	240-490-6114	.00	625.00	625.00
18174	Umpqua Valley Financial	8475	5	FY 2023-2024 Audit Fees	312-490-6114	.00	125.00	125.00
Total 18174:						.00		2,500.00
18175								
18175	Verizon Wireless	9969713384	1	Cell Phone, tablet	230-490-6440	.00	220.28	220.28
18175	Verizon Wireless	9969713384	2	Cell Phone, tablet	110-410-6440	.00	183.40	183.40
18175	Verizon Wireless	9969713384	3	Cell Phone	240-490-6440	.00	138.70	138.70
Total 18175:						.00		542.38
18176								
18176	Wells Fargo Financial Leas	503089702	1	Copier lease	110-410-6124	.00	95.96	95.96
Total 18176:						.00		95.96
Grand Totals:						.00		134,646.67

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	.00	9,858.65-	9,858.65-
110-410-6114	2,070.20	.00	2,070.20
110-410-6124	95.96	.00	95.96
110-410-6128	44.19	.00	44.19
110-410-6220	10.40	.00	10.40
110-410-6225	274.46	.00	274.46
110-410-6230	60.54	.00	60.54
110-410-6234	68.00	.00	68.00
110-410-6290	84.09	.00	84.09
110-410-6334	232.13	.00	232.13
110-410-6420	147.28	.00	147.28
110-410-6425	81.00	.00	81.00
110-410-6430	114.97	.00	114.97
110-410-6435	7.50	.00	7.50
110-410-6440	183.40	.00	183.40
110-410-6705	94.00	.00	94.00
110-420-6225	106.37	.00	106.37
110-420-6234	3.87	.00	3.87
110-420-6290	35.96	.00	35.96
110-420-6320	324.27	.00	324.27
110-420-6328	144.00	.00	144.00
110-420-6330	342.53	.00	342.53
110-420-6420	3,300.01	.00	3,300.01
110-420-6425	432.00	.00	432.00
110-420-6430	172.18	.00	172.18
110-420-6710	226.72	.00	226.72
110-440-6225	19.13	.00	19.13
110-440-6230	5.79	.00	5.79
110-450-6225	70.22	.00	70.22
110-450-6230	23.18	.00	23.18
110-450-6334	232.12	.00	232.12
110-450-6420	171.91	.00	171.91
110-450-6425	81.00	.00	81.00
110-450-6430	163.39	.00	163.39
110-450-6530	356.29	.00	356.29
110-460-6225	1.61	.00	1.61
110-460-6234	5.79	.00	5.79
110-470-6326	64.79	.00	64.79
110-480-6225	1.61	.00	1.61
110-480-6230	5.79	.00	5.79
220-2125	.00	4,327.29-	4,327.29-
220-490-6114	258.78	.00	258.78
220-490-6150	3,178.39	.00	3,178.39
220-490-6152	797.25	.00	797.25
220-490-6225	24.54	.00	24.54
220-490-6230	5.79	.00	5.79
220-490-6420	35.47	.00	35.47
220-490-6425	18.00	.00	18.00
220-490-6430	9.07	.00	9.07
230-2125	.00	104,695.62-	104,695.62-
230-490-6114	1,293.88	.00	1,293.88
230-490-6128	88.37	.00	88.37
230-490-6220	725.02	.00	725.02
230-490-6225	466.16	.00	466.16
230-490-6230	113.67	.00	113.67
230-490-6245	168.60	.00	168.60
230-490-6420	80.92	.00	80.92

GL Account	Debit	Credit	Proof
230-490-6425	72.00	.00	72.00
230-490-6430	1,780.18	.00	1,780.18
230-490-6435	117.88	.00	117.88
230-490-6440	446.33	.00	446.33
230-490-6445	6.35	.00	6.35
230-490-6712	5,918.96	.00	5,918.96
230-490-6755	106.20	.00	106.20
230-700-8540	93,311.10	.00	93,311.10
240-2125	.00	9,677.39-	9,677.39-
240-490-6114	1,293.88	.00	1,293.88
240-490-6128	88.37	.00	88.37
240-490-6225	466.16	.00	466.16
240-490-6230	113.66	.00	113.66
240-490-6245	168.60	.00	168.60
240-490-6324	17.77	.00	17.77
240-490-6330	350.00	.00	350.00
240-490-6420	402.74	.00	402.74
240-490-6425	648.00	.00	648.00
240-490-6430	2,186.34	.00	2,186.34
240-490-6435	101.69	.00	101.69
240-490-6440	300.14	.00	300.14
240-490-6445	6.35	.00	6.35
240-490-6705	90.00	.00	90.00
240-490-6710	134.95	.00	134.95
240-490-6712	1,897.54	.00	1,897.54
240-490-6755	1,411.20	.00	1,411.20
312-2125	.00	1,341.60-	1,341.60-
312-490-6114	258.76	.00	258.76
312-490-6225	88.26	.00	88.26
312-490-6230	9.66	.00	9.66
312-490-6430	984.92	.00	984.92
314-2125	.00	4,746.12-	4,746.12-
314-490-6118	3,957.67	.00	3,957.67
314-490-6225	28.05	.00	28.05
314-490-6705	80.00	.00	80.00
314-490-6714	626.00	.00	626.00
314-490-6814	54.40	.00	54.40
Grand Totals:	<u>134,646.67</u>	<u>134,646.67-</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
 JULY 31, 2024

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	355,533.30
999-1112	CASH IN BANK - XPRESS DEP	150.00
999-1115	CASH IN BANK - LGIP	1,445,343.03
		1,801,026.33
	TOTAL COMBINED CASH	1,801,026.33
999-1110	CASH ALLOCATED TO FUNDS	(1,801,026.33)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	149,998.13
220	ALLOCATION TO BUILDING FUND	48,532.78
230	ALLOCATION TO WATER FUND	195,058.03
240	ALLOCATION TO SEWER FUND	301,677.15
312	ALLOCATION TO STREET FUND	173,443.64
314	ALLOCATION TO BLACKBERRY JAM FUND	11,660.12
410	ALLOCATION TO PARKS SDC FUND	112,741.78
412	ALLOCATION TO STREETS SDC FUND	87,057.79
430	ALLOCATION TO WATER SDC FUND	475,171.60
440	ALLOCATION TO SEWER SDC FUND	95,755.44
445	ALLOCATION TO STORMWATER SDC FUND	91,062.05
520	ALLOCATION TO WATER RESERVE FUND	42,185.29
521	ALLOCATION TO SEWER RESERVE FUND	16,682.53
		1,801,026.33
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,801,026.33
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	(1,801,026.33)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	2,584.41	
110-1115	CASH IN BANK - LGIP	147,413.72	
110-1120	PETTY CASH	250.00	
110-1710	LAND	2,588,360.20	
110-1720	BUILDINGS & FACILITIES	1,016,818.56	
110-1730	EQUIPMENT & FURNISHINGS	86,009.96	
110-1740	VEHICLES & ROLLING STOCK	40,847.50	
110-1750	INFRASTRUCTURE	32,762.99	
110-1795	CONSTRUCTION IN PROGRESS	31,145.93	
110-1820	AD - BUILDINGS & FACILITIES	(285,931.30)	
110-1830	AD - EQUIPMENT & FURNISHINGS	(26,661.25)	
110-1840	AD - VEHICLES & ROLLING STOCK	(26,140.21)	
110-1850	AD - INFRASTRUCTURE	(19,116.67)	
	TOTAL ASSETS		<u>3,588,343.84</u>

LIABILITIES AND EQUITY

LIABILITIES

110-2205	WAGES PAYABLE	6,237.41	
110-2210	PAYROLL TAXES PAYABLE	2,554.04	
110-2245	HEALTH INSURANCE PAYABLE	862.24	
110-2250	RETIREMENT PAYABLE	2,207.03	
110-2255	DEFERRED COMP PAYABLE	96.48	
110-2510	BAIL HELD	640.00	
110-2515	CET TAX COLLECTED	3,237.00	
110-2525	OTHER DEPOSITS	205.86	
110-2750	LONG TERM DEBT	657,214.62	
	TOTAL LIABILITIES		673,254.68

FUND EQUITY

110-3100	BEGINNING FUND BALANCE	176,650.70	
110-3275	GASB - FIXED ASSETS	3,438,095.71	
110-3277	GAAP - LONG TERM DEBT	(657,214.62)	
	REVENUE OVER EXPENDITURES - YTD	(42,442.63)	
	BALANCE - CURRENT DATE	(42,442.63)	
	TOTAL FUND EQUITY		<u>2,915,089.16</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,588,343.84</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
110-310-4112	.00	.00	203,895.00	203,895.00	.0
110-310-4114	.00	.00	1,200.00	1,200.00	.0
TOTAL TAXES	.00	.00	205,095.00	205,095.00	.0
<u>INVESTMENT EARNINGS</u>					
110-315-4125	613.59	613.59	6,500.00	5,886.41	9.4
TOTAL INVESTMENT EARNINGS	613.59	613.59	6,500.00	5,886.41	9.4
<u>INTERGOVERNMENTAL</u>					
110-320-4132	.00	.00	13,244.00	13,244.00	.0
110-320-4134	69.54	69.54	708.00	638.46	9.8
110-320-4136	1,864.73	1,864.73	24,724.00	22,859.27	7.5
110-320-4145	.00	.00	50.00	50.00	.0
110-320-4148	.00	.00	2,862.00	2,862.00	.0
TOTAL INTERGOVERNMENTAL	1,934.27	1,934.27	41,588.00	39,653.73	4.7
<u>OPERATING GRANTS</u>					
110-325-4151	.00	.00	23,759.00	23,759.00	.0
110-325-4152	.00	.00	19,100.00	19,100.00	.0
110-325-4154	.00	.00	13,085.00	13,085.00	.0
110-325-4158	.00	.00	2,000.00	2,000.00	.0
110-325-4160	.00	.00	5,000.00	5,000.00	.0
TOTAL OPERATING GRANTS	.00	.00	62,944.00	62,944.00	.0
<u>FRANCHISE FEES</u>					
110-330-4310	.00	.00	9,356.00	9,356.00	.0
110-330-4312	.00	.00	60,659.00	60,659.00	.0
110-330-4314	869.57	869.57	14,748.00	13,878.43	5.9
110-330-4316	179.60	179.60	1,500.00	1,320.40	12.0
TOTAL FRANCHISE FEES	1,049.17	1,049.17	86,263.00	85,213.83	1.2

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSES & PERMITS</u>					
110-335-4352	.00	.00	38,500.00	38,500.00	.0
110-335-4353	.00	.00	19,150.00	19,150.00	.0
110-335-4354	.00	.00	500.00	500.00	.0
110-335-4360	152.00	152.00	600.00	448.00	25.3
TOTAL LICENSES & PERMITS	152.00	152.00	58,750.00	58,598.00	.3
<u>CHARGES FOR SERVICE</u>					
110-340-4410	37.55	37.55	500.00	462.45	7.5
110-340-4415	.00	.00	25.00	25.00	.0
110-340-4416	919.08	919.08	1,500.00	580.92	61.3
110-340-4417	20.00	20.00	225.00	205.00	8.9
110-340-4419	25.00	25.00	75.00	50.00	33.3
110-340-4421	617.61	617.61	650.00	32.39	95.0
110-340-4423	.00	.00	100.00	100.00	.0
TOTAL CHARGES FOR SERVICE	1,619.24	1,619.24	3,075.00	1,455.76	52.7
<u>SDC REVENUE</u>					
110-345-4511	94.00	94.00	235.00	141.00	40.0
TOTAL SDC REVENUE	94.00	94.00	235.00	141.00	40.0
<u>FINES & FORFEITURES</u>					
110-350-4625	225.00	225.00	2,500.00	2,275.00	9.0
TOTAL FINES & FORFEITURES	225.00	225.00	2,500.00	2,275.00	9.0
<u>OTHER REVENUE</u>					
110-370-4825	100.00	100.00	1,000.00	900.00	10.0
110-370-4826	.00	.00	4,500.00	4,500.00	.0
TOTAL OTHER REVENUE	100.00	100.00	5,500.00	5,400.00	1.8
<u>GAIN/LOSS ON SALE OF ASSETS</u>					
110-375-4849	.00	.00	302,459.00	302,459.00	.0
TOTAL GAIN/LOSS ON SALE OF ASSETS	.00	.00	302,459.00	302,459.00	.0

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FUNDRAISING & EVENT REVENUE</u>						
110-380-4867	PARKS CAPITAL DONATIONS	1,050.00	1,050.00	.00	(1,050.00)	.0
	TOTAL FUNDRAISING & EVENT REVENUE	1,050.00	1,050.00	.00	(1,050.00)	.0
<u>MISCELLANEOUS REVENUE</u>						
110-385-4895	MISCELLANEOUS REVENUE	.00	.00	50.00	50.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	50.00	50.00	.0
	TOTAL FUND REVENUE	6,837.27	6,837.27	774,959.00	768,121.73	.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONAL SERVICES</u>					
110-410-5110 CITY ADMINISTRATOR	2,963.71	2,963.71	24,737.00	21,773.29	12.0
110-410-5114 CITY CLERK	811.50	811.50	4,953.00	4,141.50	16.4
110-410-5158 PUBLIC WORKS LABORER	281.35	281.35	2,387.00	2,105.65	11.8
110-410-5220 OVERTIME	10.72	10.72	69.00	58.28	15.5
110-410-5315 SOCIAL SECURITY/MEDICARE	311.15	311.15	2,459.00	2,147.85	12.7
110-410-5320 WORKER'S COMP	66.26	66.26	207.00	140.74	32.0
110-410-5350 UNEMPLOYMENT	.00	.00	2,250.00	2,250.00	.0
110-410-5410 HEALTH INSURANCE	545.20	545.20	4,974.00	4,428.80	11.0
110-410-5450 PUBLIC EMPLOYEES RETIREMENT	859.83	859.83	6,796.00	5,936.17	12.7
TOTAL PERSONAL SERVICES	5,849.72	5,849.72	48,832.00	42,982.28	12.0
<u>MATERIALS & SERVICES</u>					
110-410-6110 AUDITING	.00	.00	12,324.00	12,324.00	.0
110-410-6112 LEGAL SERVICES	.00	.00	50,000.00	50,000.00	.0
110-410-6114 FINANCIAL SERVICES	2,019.20	2,019.20	14,842.00	12,822.80	13.6
110-410-6122 IT SERVICES	.00	.00	14,125.00	14,125.00	.0
110-410-6124 COPIER CONTRACT	246.30	246.30	3,000.00	2,753.70	8.2
110-410-6128 OTHER CONTRACT SERVICES	1,598.12	1,598.12	4,081.00	2,482.88	39.2
110-410-6210 INSURANCE & BONDS	3,089.20	3,089.20	3,038.00	(51.20)	101.7
110-410-6220 POSTAGE, PRINTING, PUBLICATION	1,483.35	1,483.35	1,500.00	16.65	98.9
110-410-6222 NEWSLETTER EXPENDITURE	.00	.00	625.00	625.00	.0
110-410-6225 SOFTWARE & SUBSCRIPTIONS	1,210.49	1,210.49	8,096.00	6,885.51	15.0
110-410-6228 PUBLIC NOTICES	.00	.00	2,000.00	2,000.00	.0
110-410-6230 OFFICE SUPPLIES/EQUIPMENT	6.44	6.44	3,000.00	2,993.56	.2
110-410-6234 GENERAL SUPPLIES	.00	.00	500.00	500.00	.0
110-410-6238 BANK SERVICE CHARGES	.87	.87	50.00	49.13	1.7
110-410-6245 MEMBERSHIPS & DUES	.00	.00	3,350.00	3,350.00	.0
110-410-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
110-410-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	500.00	500.00	.0
110-410-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	250.00	250.00	.0
110-410-6334 NON-CAPITALIZED ASSETS	.00	.00	500.00	500.00	.0
110-410-6420 WATER SERVICES	88.40	88.40	1,750.00	1,661.60	5.1
110-410-6425 SEWER SERVICES	104.48	104.48	1,500.00	1,395.52	7.0
110-410-6430 ELECTRICITY SERVICES	109.02	109.02	2,000.00	1,890.98	5.5
110-410-6435 INTERNET SERVICES	7.50	7.50	48.00	40.50	15.6
110-410-6440 TELEPHONE SERVICES	91.70	91.70	1,100.00	1,008.30	8.3
110-410-6512 STATE ETHICS COMMISSION	.00	.00	1,100.00	1,100.00	.0
110-410-6705 RENT	184.00	184.00	2,080.00	1,896.00	8.9
TOTAL MATERIALS & SERVICES	10,239.07	10,239.07	131,859.00	121,619.93	7.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
110-410-8225 BUILDINGS & FACILITIES	.00	.00	110,000.00	110,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	110,000.00	110,000.00	.0
TOTAL ADMINISTRATION	16,088.79	16,088.79	290,691.00	274,602.21	5.5
<u>PARKS & RECREATION</u>					
<u>PERSONAL SERVICES</u>					
110-420-5110 CITY ADMINISTRATOR	740.92	740.92	4,948.00	4,207.08	15.0
110-420-5150 PUBLIC WORKS DIRECTOR	686.63	686.63	2,514.00	1,827.37	27.3
110-420-5152 LEAD OPERATOR	1,662.10	1,662.10	1,521.00	(141.10)	109.3
110-420-5154 OPERATOR	.00	.00	1,521.00	1,521.00	.0
110-420-5156 OPERATOR TRAINEE	.00	.00	8,610.00	8,610.00	.0
110-420-5158 PUBLIC WORKS LABORER	1,406.78	1,406.78	2,864.00	1,457.22	49.1
110-420-5160 TEMPORARY/ SEASONAL	872.00	872.00	.00	(872.00)	.0
110-420-5220 OVERTIME	534.15	534.15	1,775.00	1,240.85	30.1
110-420-5315 SOCIAL SECURITY/MEDICARE	451.58	451.58	1,737.00	1,285.42	26.0
110-420-5320 WORKER'S COMP	88.08	88.08	229.00	140.92	38.5
110-420-5350 UNEMPLOYMENT	.00	.00	1,590.00	1,590.00	.0
110-420-5410 HEALTH INSURANCE	741.44	741.44	8,808.00	8,066.56	8.4
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	1,063.48	1,063.48	4,800.00	3,736.52	22.2
TOTAL PERSONAL SERVICES	8,247.16	8,247.16	40,917.00	32,669.84	20.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-420-6122	.00	.00	1,676.00	1,676.00	.0
110-420-6128	.00	.00	1,221.00	1,221.00	.0
110-420-6210	2,825.49	2,825.49	2,760.00	(65.49)	102.4
110-420-6220	.00	.00	100.00	100.00	.0
110-420-6225	381.71	381.71	1,740.00	1,358.29	21.9
110-420-6234	.75	.75	3,000.00	2,999.25	.0
110-420-6238	.00	.00	2,500.00	2,500.00	.0
110-420-6240	.00	.00	500.00	500.00	.0
110-420-6290	.00	.00	500.00	500.00	.0
110-420-6320	.00	.00	3,000.00	3,000.00	.0
110-420-6324	161.34	161.34	2,500.00	2,338.66	6.5
110-420-6328	12.99	12.99	3,500.00	3,487.01	.4
110-420-6330	.00	.00	3,000.00	3,000.00	.0
110-420-6339	.00	.00	4,000.00	4,000.00	.0
110-420-6420	1,851.46	1,851.46	10,500.00	8,648.54	17.6
110-420-6425	411.06	411.06	7,400.00	6,988.94	5.6
110-420-6430	220.65	220.65	4,000.00	3,779.35	5.5
110-420-6445	.00	.00	500.00	500.00	.0
110-420-6535	.00	.00	1,000.00	1,000.00	.0
110-420-6710	.00	.00	2,500.00	2,500.00	.0
TOTAL MATERIALS & SERVICES	5,865.45	5,865.45	55,897.00	50,031.55	10.5
<u>CAPITAL OUTLAY</u>					
110-420-8225	.00	.00	16,000.00	16,000.00	.0
110-420-8520	.00	.00	5,000.00	5,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	21,000.00	21,000.00	.0
TOTAL PARKS & RECREATION	14,112.61	14,112.61	117,814.00	103,701.39	12.0
<u>POLICE</u>					
<u>MATERIALS & SERVICES</u>					
110-430-6118	1,575.00	1,575.00	10,000.00	8,425.00	15.8
110-430-6334	.00	.00	426.00	426.00	.0
TOTAL MATERIALS & SERVICES	1,575.00	1,575.00	10,426.00	8,851.00	15.1
TOTAL POLICE	1,575.00	1,575.00	10,426.00	8,851.00	15.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
<u>PERSONAL SERVICES</u>					
110-440-5110	740.92	740.92	4,948.00	4,207.08	15.0
110-440-5150	411.95	411.95	2,514.00	2,102.05	16.4
110-440-5220	77.06	77.06	182.00	104.94	42.3
110-440-5315	94.10	94.10	585.00	490.90	16.1
110-440-5320	9.17	9.17	50.00	40.83	18.3
110-440-5350	.00	.00	540.00	540.00	.0
110-440-5410	152.30	152.30	1,222.00	1,069.70	12.5
110-440-5450	260.03	260.03	1,617.00	1,356.97	16.1
TOTAL PERSONAL SERVICES	1,745.53	1,745.53	11,658.00	9,912.47	15.0
<u>MATERIALS & SERVICES</u>					
110-440-6112	.00	.00	3,838.00	3,838.00	.0
110-440-6116	1,712.40	1,712.40	29,348.00	27,635.60	5.8
110-440-6117	.00	.00	11,965.00	11,965.00	.0
110-440-6122	.00	.00	3,267.00	3,267.00	.0
110-440-6128	.00	.00	90.00	90.00	.0
110-440-6220	23.40	23.40	200.00	176.60	11.7
110-440-6225	129.24	129.24	300.00	170.76	43.1
110-440-6230	1.14	1.14	200.00	198.86	.6
110-440-6238	.00	.00	350.00	350.00	.0
110-440-6245	1,020.00	1,020.00	.00	(1,020.00)	.0
TOTAL MATERIALS & SERVICES	2,886.18	2,886.18	49,558.00	46,671.82	5.8
TOTAL COMMUNITY DEVELOPMENT	4,631.71	4,631.71	61,216.00	56,584.29	7.6
<u>LIBRARY</u>					
<u>PERSONAL SERVICES</u>					
110-450-5130	3,643.00	3,643.00	22,234.00	18,591.00	16.4
110-450-5158	281.35	281.35	2,387.00	2,105.65	11.8
110-450-5160	1,303.72	1,303.72	8,364.00	7,060.28	15.6
110-450-5315	399.96	399.96	2,590.00	2,190.04	15.4
110-450-5320	246.87	246.87	293.00	46.13	84.3
110-450-5350	.00	.00	2,370.00	2,370.00	.0
110-450-5410	.00	.00	876.00	876.00	.0
110-450-5450	829.61	829.61	7,155.00	6,325.39	11.6
TOTAL PERSONAL SERVICES	6,704.51	6,704.51	46,269.00	39,564.49	14.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-450-6122	IT SERVICES	800.00	800.00	8,169.00	7,369.00 9.8
110-450-6128	OTHER CONTRACT SERVICES	119.92	119.92	9,254.00	9,134.08 1.3
110-450-6210	INSURANCE & BONDS	1,140.14	1,140.14	1,151.00	10.86 99.1
110-450-6220	POSTAGE, PRINTING, PUBLICATION	8.91	8.91	375.00	366.09 2.4
110-450-6225	SOFTWARE & SUBSCRIPTIONS	455.63	455.63	9,329.00	8,873.37 4.9
110-450-6230	OFFICE SUPPLIES/EQUIPMENT	40.44	40.44	600.00	559.56 6.7
110-450-6234	GENERAL SUPPLIES	.00	.00	200.00	200.00 .0
110-450-6238	BANK SERVICE CHARGES	.00	.00	50.00	50.00 .0
110-450-6245	MEMBERSHIPS & DUES	.00	.00	140.00	140.00 .0
110-450-6290	MISCELLANEOUS	.00	.00	200.00	200.00 .0
110-450-6320	BUILDING REPAIR & MAINTENANCE	.00	.00	500.00	500.00 .0
110-450-6334	NON-CAPITALIZED ASSETS	.00	.00	2,658.00	2,658.00 .0
110-450-6420	WATER SERVICES	98.31	98.31	1,750.00	1,651.69 5.6
110-450-6425	SEWER SERVICES	111.33	111.33	1,300.00	1,188.67 8.6
110-450-6430	ELECTRICITY SERVICES	154.32	154.32	3,000.00	2,845.68 5.1
110-450-6435	INTERNET SERVICES	.00	.00	48.00	48.00 .0
110-450-6530	SUMMER READING PROGRAM	182.50	182.50	1,000.00	817.50 18.3
	TOTAL MATERIALS & SERVICES	3,111.50	3,111.50	39,724.00	36,612.50 7.8
<u>CAPITAL OUTLAY</u>					
110-450-8225	BUILDINGS & FACILITIES	.00	.00	4,349.00	4,349.00 .0
110-450-8335	EQUIPMENT & FURNISHINGS	.00	.00	250.00	250.00 .0
	TOTAL CAPITAL OUTLAY	.00	.00	4,599.00	4,599.00 .0
	TOTAL LIBRARY	9,816.01	9,816.01	90,592.00	80,775.99 10.8
<u>CODE ENFORCEMENT</u>					
<u>PERSONAL SERVICES</u>					
110-460-5110	CITY ADMINISTRATOR	740.92	740.92	4,948.00	4,207.08 15.0
110-460-5315	SOCIAL SECURITY/MEDICARE	56.68	56.68	529.00	472.32 10.7
110-460-5320	WORKER'S COMP	5.56	5.56	1,003.00	997.44 .6
110-460-5350	UNEMPLOYMENT	.00	.00	360.00	360.00 .0
110-460-5410	HEALTH INSURANCE	67.58	67.58	549.00	481.42 12.3
110-460-5450	PUBLIC EMPLOYEES RETIREMENT	156.64	156.64	1,046.00	889.36 15.0
	TOTAL PERSONAL SERVICES	1,027.38	1,027.38	8,435.00	7,407.62 12.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-460-6128 OTHER CONTRACT SERVICES	.00	.00	1,054.00	1,054.00	.0
110-460-6220 POSTAGE, PRINTING, PUBLICATION	5.12	5.12	200.00	194.88	2.6
110-460-6225 SOFTWARE & SUBSCRIPTIONS	1.59	1.59	.00	(1.59)	.0
110-460-6234 GENERAL SUPPLIES	1.14	1.14	100.00	98.86	1.1
110-460-6238 BANK SERVICE CHARGES	.00	.00	100.00	100.00	.0
110-460-6540 DOG/CAT CONTROL	.00	.00	250.00	250.00	.0
TOTAL MATERIALS & SERVICES	7.85	7.85	1,704.00	1,696.15	.5
TOTAL CODE ENFORCEMENT	1,035.23	1,035.23	10,139.00	9,103.77	10.2
<u>TOURISM</u>					
<u>MATERIALS & SERVICES</u>					
110-470-6220 POSTAGE, PRINTING, PUBLICATION	.00	.00	50.00	50.00	.0
110-470-6224 MARKETING	.00	.00	500.00	500.00	.0
110-470-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
110-470-6326 COVERED BRIDGE MAINTENANCE	65.26	65.26	34,928.00	34,862.74	.2
TOTAL MATERIALS & SERVICES	65.26	65.26	35,578.00	35,512.74	.2
TOTAL TOURISM	65.26	65.26	35,578.00	35,512.74	.2
<u>MUNICIPAL COURT</u>					
<u>PERSONAL SERVICES</u>					
110-480-5110 CITY ADMINISTRATOR	740.92	740.92	4,948.00	4,207.08	15.0
110-480-5114 CITY CLERK	405.74	405.74	2,476.00	2,070.26	16.4
110-480-5220 OVERTIME	5.36	5.36	35.00	29.64	15.3
110-480-5315 SOCIAL SECURITY/MEDICARE	88.13	88.13	571.00	482.87	15.4
110-480-5320 WORKER'S COMP	11.15	11.15	113.00	101.85	9.9
110-480-5350 UNEMPLOYMENT	.00	.00	510.00	510.00	.0
110-480-5410 HEALTH INSURANCE	204.98	204.98	1,661.00	1,456.02	12.3
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	243.55	243.55	1,577.00	1,333.45	15.4
TOTAL PERSONAL SERVICES	1,699.83	1,699.83	11,891.00	10,191.17	14.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-480-6120	250.00	250.00	500.00	250.00	50.0
110-480-6128	.00	.00	107.00	107.00	.0
110-480-6220	.00	.00	50.00	50.00	.0
110-480-6225	1.59	1.59	.00	(1.59)	.0
110-480-6230	1.14	1.14	50.00	48.86	2.3
110-480-6238	2.73	2.73	50.00	47.27	5.5
110-480-6560	.00	.00	50.00	50.00	.0
110-480-6565	.00	.00	50.00	50.00	.0
TOTAL MATERIALS & SERVICES	255.46	255.46	857.00	601.54	29.8
TOTAL MUNICIPAL COURT	1,955.29	1,955.29	12,748.00	10,792.71	15.3
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
110-800-7111	.00	.00	11,895.00	11,895.00	.0
110-800-7112	.00	.00	9,924.00	9,924.00	.0
110-800-7113	.00	.00	62,082.00	62,082.00	.0
110-800-7114	.00	.00	55,104.00	55,104.00	.0
110-800-7511	.00	.00	10,755.00	10,755.00	.0
110-800-7512	.00	.00	8,403.00	8,403.00	.0
110-800-7513	.00	.00	2,550.00	2,550.00	.0
110-800-7514	.00	.00	2,295.00	2,295.00	.0
TOTAL DEBT SERVICES	.00	.00	163,008.00	163,008.00	.0
TOTAL DEBT SERVICE	.00	.00	163,008.00	163,008.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
110-900-9590	.00	.00	70,061.00	70,061.00	.0
110-900-9895	.00	.00	21,423.00	21,423.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	91,484.00	91,484.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	91,484.00	91,484.00	.0

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

GENERAL FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
TOTAL FUND EXPENDITURES	49,279.90	49,279.90	883,696.00	834,416.10	5.6
NET REVENUE OVER EXPENDITURES	(42,442.63)	(42,442.63)	(108,737.00)	(66,294.37)	(39.0)

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

BUILDING FUND

<u>ASSETS</u>			
220-1110	ALLOCATED CASH	18,118.81	
220-1115	CASH IN BANK - LGIP	30,413.97	
	TOTAL ASSETS		<u>48,532.78</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
220-2205	WAGES PAYABLE	547.24	
220-2210	PAYROLL TAXES PAYABLE	275.74	
220-2245	HEALTH INSURANCE PAYABLE	154.32	
220-2250	RETIREMENT PAYABLE	224.50	
220-2255	DEFERRED COMP PAYABLE	16.55	
	TOTAL LIABILITIES		1,218.35
<u>FUND EQUITY</u>			
220-3100	BEGINNING FUND BALANCE	44,107.38	
	REVENUE OVER EXPENDITURES - YTD	<u>3,207.05</u>	
	BALANCE - CURRENT DATE	<u>3,207.05</u>	
	TOTAL FUND EQUITY		<u>47,314.43</u>
	TOTAL LIABILITIES AND EQUITY		<u>48,532.78</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
220-315-4125 INTEREST EARNED	.31	.31	100.00	99.69	.3
TOTAL INVESTMENT EARNINGS	.31	.31	100.00	99.69	.3
<u>LICENSES & PERMITS</u>					
220-335-4356 BUILDING PERMIT FEES	4,703.13	4,703.13	21,645.00	16,941.87	21.7
220-335-4358 ELECTRICAL PERMIT FEES	1,190.56	1,190.56	1,725.00	534.44	69.0
TOTAL LICENSES & PERMITS	5,893.69	5,893.69	23,370.00	17,476.31	25.2
TOTAL FUND REVENUE	5,894.00	5,894.00	23,470.00	17,576.00	25.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
220-490-5110 CITY ADMINISTRATOR	296.38	296.38	1,979.00	1,682.62	15.0
220-490-5114 CITY CLERK	405.74	405.74	2,476.00	2,070.26	16.4
220-490-5150 PUBLIC WORKS DIRECTOR	686.63	686.63	4,191.00	3,504.37	16.4
220-490-5220 OVERTIME	133.80	133.80	339.00	205.20	39.5
220-490-5315 SOCIAL SECURITY/MEDICARE	116.47	116.47	688.00	571.53	16.9
220-490-5320 WORKER'S COMP	13.39	13.39	69.00	55.61	19.4
220-490-5350 UNEMPLOYMENT	.00	.00	630.00	630.00	.0
220-490-5410 HEALTH INSURANCE	305.64	305.64	2,475.00	2,169.36	12.4
220-490-5450 PUBLIC EMPLOYEES RETIREMENT	321.88	321.88	1,901.00	1,579.12	16.9
TOTAL PERSONAL SERVICES	2,279.93	2,279.93	14,748.00	12,468.07	15.5
<u>MATERIALS & SERVICES</u>					
220-490-6110 AUDITING	.00	.00	1,562.00	1,562.00	.0
220-490-6114 FINANCIAL SERVICES	252.40	252.40	1,856.00	1,603.60	13.6
220-490-6122 IT SERVICES	.00	.00	3,269.00	3,269.00	.0
220-490-6128 OTHER CONTRACT SERVICES	.00	.00	186.00	186.00	.0
220-490-6150 BUILDING INSPECTION SERVICES	.00	.00	13,000.00	13,000.00	.0
220-490-6152 ELECTRICAL INSPECTION SERVICES	.00	.00	5,000.00	5,000.00	.0
220-490-6220 POSTAGE, PRINTING, PUBLICATION	9.13	9.13	200.00	190.87	4.6
220-490-6225 SOFTWARE & SUBSCRIPTIONS	79.59	79.59	392.00	312.41	20.3
220-490-6230 OFFICE SUPPLIES/EQUIPMENT	1.14	1.14	150.00	148.86	.8
220-490-6238 BANK SERVICE CHARGES	10.81	10.81	250.00	239.19	4.3
220-490-6420 WATER SERVICES	20.75	20.75	600.00	579.25	3.5
220-490-6425 SEWER SERVICES	23.98	23.98	500.00	476.02	4.8
220-490-6430 ELECTRICITY SERVICES	9.22	9.22	100.00	90.78	9.2
220-490-6524 BUILDING STATE SURCHARGE	.00	.00	3,000.00	3,000.00	.0
220-490-6525 ELECTRICAL STATE SURCHARGE	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	407.02	407.02	31,065.00	30,657.98	1.3
TOTAL NON-DEPARTMENTAL	2,686.95	2,686.95	45,813.00	43,126.05	5.9

OTHER REQUIREMENTS

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

BUILDING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>						
220-900-9590	CONTINGENCY	.00	.00	11,709.00	11,709.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	11,709.00	11,709.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	11,709.00	11,709.00	.0
	TOTAL FUND EXPENDITURES	2,686.95	2,686.95	57,522.00	54,835.05	4.7
	NET REVENUE OVER EXPENDITURES	3,207.05	3,207.05	(34,052.00)	(37,259.05)	9.4

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2024

WATER FUND

<u>ASSETS</u>		
230-1110	ALLOCATED CASH	80,783.20
230-1115	CASH IN BANK - LGIP	114,274.83
230-1510	ACCOUNTS RECEIVABLE	70,424.62
230-1710	LAND	81,179.00
230-1720	BUILDINGS & FACILITIES	35,875.00
230-1730	EQUIPMENT & FURNISHINGS	40,026.38
230-1740	VEHICLES & ROLLING STOCK	34,066.66
230-1750	INFRASTRUCTURE	4,817,521.42
230-1795	CONSTRUCTION IN PROGRESS	106,557.92
230-1820	AD - BUILDINGS & FACILITIES	(22,600.32)
230-1830	AD - EQUIPMENT & FURNISHINGS	(24,744.09)
230-1840	AD - VEHICLES & ROLLING STOCK	(24,264.42)
230-1850	AD - INFRASTRUCTURE	(2,630,437.00)
	TOTAL ASSETS	<u>2,678,663.20</u>
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
230-2205	WAGES PAYABLE	8,319.05
230-2210	PAYROLL TAXES PAYABLE	3,888.25
230-2245	HEALTH INSURANCE PAYABLE	2,453.69
230-2250	RETIREMENT PAYABLE	3,320.96
230-2255	DEFERRED COMP PAYABLE	220.73
230-2520	UTILITY DEPOSITS	43,360.00
230-2530	H2O DONATIONS	1,110.00
230-2750	LONG TERM DEBT	961,473.30
	TOTAL LIABILITIES	<u>1,024,145.98</u>
<u>FUND EQUITY</u>		
230-3100	BEGINNING FUND BALANCE	141,455.53
230-3275	GASB - FIXED ASSETS	2,413,180.55
230-3277	GAAP - LONG TERM DEBT	(961,473.30)
	REVENUE OVER EXPENDITURES - YTD	<u>61,354.44</u>
	BALANCE - CURRENT DATE	<u>61,354.44</u>
	TOTAL FUND EQUITY	<u>1,654,517.22</u>
	TOTAL LIABILITIES AND EQUITY	<u>2,678,663.20</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
230-315-4125 INTEREST EARNED	8.06	8.06	.00	(8.06)	.0
TOTAL INVESTMENT EARNINGS	8.06	8.06	.00	(8.06)	.0
<u>CAPITAL GRANTS</u>					
230-328-4162 WATER - CAPITAL GRANTS	.00	.00	1,100,000.00	1,100,000.00	.0
TOTAL CAPITAL GRANTS	.00	.00	1,100,000.00	1,100,000.00	.0
<u>LICENSES & PERMITS</u>					
230-335-4370 WATER/SEWER CONNECTION PERMIT	250.00	250.00	2,500.00	2,250.00	10.0
TOTAL LICENSES & PERMITS	250.00	250.00	2,500.00	2,250.00	10.0
<u>CHARGES FOR SERVICE</u>					
230-340-4425 WATER/SEWER SALES	115,972.39	115,972.39	552,196.00	436,223.61	21.0
230-340-4426 BULK WATER SALES	11.05	11.05	1,200.00	1,188.95	.9
230-340-4430 WATER/SEWER CONNECTION FEES	.00	.00	4,325.00	4,325.00	.0
230-340-4435 FIRE HYDRANT FEE	824.28	824.28	4,994.00	4,169.72	16.5
230-340-4440 BACKFLOW TESTING	89.59	89.59	1,250.00	1,160.41	7.2
TOTAL CHARGES FOR SERVICE	116,897.31	116,897.31	563,965.00	447,067.69	20.7
<u>SDC REVENUE</u>					
230-345-4531 WATER REIMBURSEMENT SDC	1,490.00	1,490.00	3,725.00	2,235.00	40.0
TOTAL SDC REVENUE	1,490.00	1,490.00	3,725.00	2,235.00	40.0
<u>MISCELLANEOUS REVENUE</u>					
230-385-4850 WATER/SEWER PENALTIES	307.50	307.50	3,270.00	2,962.50	9.4
TOTAL MISCELLANEOUS REVENUE	307.50	307.50	3,270.00	2,962.50	9.4
TOTAL FUND REVENUE	118,952.87	118,952.87	1,673,460.00	1,554,507.13	7.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
230-490-5110	CITY ADMINISTRATOR	3,926.91	3,926.91	24,738.00	20,811.09 15.9
230-490-5114	CITY CLERK	3,245.97	3,245.97	19,811.00	16,565.03 16.4
230-490-5150	PUBLIC WORKS DIRECTOR	5,630.33	5,630.33	35,201.00	29,570.67 16.0
230-490-5152	LEAD OPERATOR	7,063.84	7,063.84	25,106.00	18,042.16 28.1
230-490-5154	OPERATOR	.00	.00	21,302.00	21,302.00 .0
230-490-5156	OPERATOR TRAINEE	.00	.00	10,334.00	10,334.00 .0
230-490-5158	PUBLIC WORKS LABORER	422.03	422.03	955.00	532.97 44.2
230-490-5160	TEMPORARY/ SEASONAL	174.40	174.40	.00 (174.40) .0
230-490-5220	OVERTIME	2,820.25	2,820.25	8,547.00	5,726.75 33.0
230-490-5315	SOCIAL SECURITY/MEDICARE	1,781.22	1,781.22	11,202.00	9,420.78 15.9
230-490-5320	WORKER'S COMP	312.15	312.15	1,053.00	740.85 29.6
230-490-5350	UNEMPLOYMENT	.00	.00	10,230.00	10,230.00 .0
230-490-5410	HEALTH INSURANCE	4,879.26	4,879.26	41,789.00	36,909.74 11.7
230-490-5450	PUBLIC EMPLOYEES RETIREMENT	4,885.30	4,885.30	30,952.00	26,066.70 15.8
	TOTAL PERSONAL SERVICES	35,141.66	35,141.66	241,220.00	206,078.34 14.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
230-490-6110	.00	.00	7,712.00	7,712.00	.0
230-490-6114	1,262.00	1,262.00	9,276.00	8,014.00	13.6
230-490-6116	.00	.00	35,500.00	35,500.00	.0
230-490-6122	.00	.00	219.00	219.00	.0
230-490-6128	88.37	88.37	5,064.00	4,975.63	1.8
230-490-6210	16,340.15	16,340.15	16,349.00	8.85	100.0
230-490-6220	222.26	222.26	1,500.00	1,277.74	14.8
230-490-6225	2,118.00	2,118.00	8,896.00	6,778.00	23.8
230-490-6230	9.85	9.85	1,250.00	1,240.15	.8
230-490-6238	384.71	384.71	7,000.00	6,615.29	5.5
230-490-6240	.00	.00	2,500.00	2,500.00	.0
230-490-6245	.00	.00	1,525.00	1,525.00	.0
230-490-6290	.00	.00	1,500.00	1,500.00	.0
230-490-6320	.00	.00	5,500.00	5,500.00	.0
230-490-6324	.00	.00	15,550.00	15,550.00	.0
230-490-6330	.00	.00	25,000.00	25,000.00	.0
230-490-6334	.00	.00	11,500.00	11,500.00	.0
230-490-6420	69.66	69.66	1,800.00	1,730.34	3.9
230-490-6425	68.51	68.51	1,020.00	951.49	6.7
230-490-6430	1,499.78	1,499.78	20,000.00	18,500.22	7.5
230-490-6435	117.88	117.88	2,700.00	2,582.12	4.4
230-490-6440	189.64	189.64	3,800.00	3,610.36	5.0
230-490-6445	.00	.00	600.00	600.00	.0
230-490-6710	.00	.00	1,520.00	1,520.00	.0
230-490-6712	85.96	85.96	6,150.00	6,064.04	1.4
230-490-6750	.00	.00	42,454.00	42,454.00	.0
230-490-6755	.00	.00	4,358.00	4,358.00	.0
230-490-6758	.00	.00	5,000.00	5,000.00	.0
TOTAL MATERIALS & SERVICES	22,456.77	22,456.77	245,243.00	222,786.23	9.2
TOTAL NON-DEPARTMENTAL	57,598.43	57,598.43	486,463.00	428,864.57	11.8
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
230-700-8225	.00	.00	8,000.00	8,000.00	.0
230-700-8540	.00	.00	1,100,000.00	1,100,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	1,108,000.00	1,108,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	1,108,000.00	1,108,000.00	.0
<u>DEBT SERVICE</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICES</u>					
230-800-7122 LOAN PRINCIPAL - J05001 SPWF	.00	.00	5,488.00	5,488.00	.0
230-800-7124 LOAN PRINCIPAL - RUS 91-03	.00	.00	18,432.00	18,432.00	.0
230-800-7125 LOAN PRINCIPAL - L21001	.00	.00	7,983.00	7,983.00	.0
230-800-7522 LOAN INTEREST - J05001 SPWF	.00	.00	1,935.00	1,935.00	.0
230-800-7524 LOAN INTEREST - RUS 91-03	.00	.00	20,949.00	20,949.00	.0
230-800-7525 LOAN INTEREST - L21001	.00	.00	3,555.00	3,555.00	.0
TOTAL DEBT SERVICES	.00	.00	58,342.00	58,342.00	.0
TOTAL DEBT SERVICE	.00	.00	58,342.00	58,342.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
230-900-9590 CONTINGENCY	.00	.00	126,994.00	126,994.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	126,994.00	126,994.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	126,994.00	126,994.00	.0
TOTAL FUND EXPENDITURES	57,598.43	57,598.43	1,779,799.00	1,722,200.57	3.2
NET REVENUE OVER EXPENDITURES	61,354.44	61,354.44	(106,339.00)	(167,693.44)	57.7

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	103,144.61	
240-1115	CASH IN BANK - LGIP	198,532.54	
240-1510	ACCOUNTS RECEIVABLE	43,238.85	
240-1710	LAND	11,000.00	
240-1720	BUILDINGS & FACILITIES	89,114.40	
240-1730	EQUIPMENT & FURNISHINGS	93,182.36	
240-1740	VEHICLES & ROLLING STOCK	21,779.50	
240-1750	INFRASTRUCTURE	4,959,303.28	
240-1820	AD - BUILDINGS & FACILITIES	(51,196.42)	
240-1830	AD - EQUIPMENT & FURNISHINGS	(47,469.52)	
240-1840	AD - VEHICLES & ROLLING STOCK	(11,978.73)	
240-1850	AD - INFRASTRUCTURE	(3,220,306.23)	
	TOTAL ASSETS		<u>2,188,344.64</u>

LIABILITIES AND EQUITY

LIABILITIES

240-2205	WAGES PAYABLE	8,319.07	
240-2210	PAYROLL TAXES PAYABLE	3,888.28	
240-2245	HEALTH INSURANCE PAYABLE	2,453.70	
240-2250	RETIREMENT PAYABLE	3,320.95	
240-2255	DEFERRED COMP PAYABLE	220.73	
240-2750	LONG TERM DEBT	444,867.14	
	TOTAL LIABILITIES		463,069.87

FUND EQUITY

240-3100	BEGINNING FUND BALANCE	303,091.63	
240-3275	GASB - FIXED ASSETS	1,843,428.64	
240-3277	GAAP - LONG TERM DEBT	(444,867.14)	
	REVENUE OVER EXPENDITURES - YTD	<u>23,621.64</u>	
	BALANCE - CURRENT DATE	<u>23,621.64</u>	
	TOTAL FUND EQUITY		<u>1,725,274.77</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,188,344.64</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
240-315-4125 INTEREST EARNED	740.00	740.00	5,500.00	4,760.00	13.5
TOTAL INVESTMENT EARNINGS	740.00	740.00	5,500.00	4,760.00	13.5
<u>LICENSES & PERMITS</u>					
240-335-4370 WATER/SEWER CONNECTION PERMIT	115.00	115.00	.00	(115.00)	.0
TOTAL LICENSES & PERMITS	115.00	115.00	.00	(115.00)	.0
<u>CHARGES FOR SERVICE</u>					
240-340-4425 WATER/SEWER SALES	85,001.04	85,001.04	530,496.00	445,494.96	16.0
TOTAL CHARGES FOR SERVICE	85,001.04	85,001.04	530,496.00	445,494.96	16.0
<u>SDC REVENUE</u>					
240-345-4541 SEWER REIMBURSEMENT SDC	1,236.00	1,236.00	3,090.00	1,854.00	40.0
TOTAL SDC REVENUE	1,236.00	1,236.00	3,090.00	1,854.00	40.0
<u>MISCELLANEOUS REVENUE</u>					
240-385-4850 WATER/SEWER PENALTIES	278.50	278.50	4,200.00	3,921.50	6.6
TOTAL MISCELLANEOUS REVENUE	278.50	278.50	4,200.00	3,921.50	6.6
TOTAL FUND REVENUE	87,370.54	87,370.54	543,286.00	455,915.46	16.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
240-490-5110	3,926.93	3,926.93	24,738.00	20,811.07	15.9
240-490-5114	3,245.97	3,245.97	19,811.00	16,565.03	16.4
240-490-5150	5,630.33	5,630.33	35,201.00	29,570.67	16.0
240-490-5152	7,063.84	7,063.84	21,302.00	14,238.16	33.2
240-490-5154	.00	.00	25,106.00	25,106.00	.0
240-490-5156	.00	.00	10,334.00	10,334.00	.0
240-490-5158	422.03	422.03	955.00	532.97	44.2
240-490-5160	174.40	174.40	.00	(174.40)	.0
240-490-5220	2,820.25	2,820.25	8,547.00	5,726.75	33.0
240-490-5315	1,781.20	1,781.20	11,202.00	9,420.80	15.9
240-490-5320	312.17	312.17	2,885.00	2,572.83	10.8
240-490-5350	.00	.00	10,230.00	10,230.00	.0
240-490-5410	4,879.30	4,879.30	41,789.00	36,909.70	11.7
240-490-5450	4,885.28	4,885.28	30,952.00	26,066.72	15.8
TOTAL PERSONAL SERVICES	35,141.70	35,141.70	243,052.00	207,910.30	14.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
240-490-6110	.00	.00	7,712.00	7,712.00	.0
240-490-6114	1,262.00	1,262.00	9,276.00	8,014.00	13.6
240-490-6116	6,327.28	6,327.28	45,000.00	38,672.72	14.1
240-490-6122	.00	.00	219.00	219.00	.0
240-490-6128	88.37	88.37	3,800.00	3,711.63	2.3
240-490-6210	14,848.11	14,848.11	14,895.00	46.89	99.7
240-490-6220	222.05	222.05	2,000.00	1,777.95	11.1
240-490-6225	2,118.00	2,118.00	8,896.00	6,778.00	23.8
240-490-6230	9.85	9.85	750.00	740.15	1.3
240-490-6238	347.66	347.66	5,500.00	5,152.34	6.3
240-490-6240	.00	.00	2,500.00	2,500.00	.0
240-490-6245	.00	.00	4,370.00	4,370.00	.0
240-490-6290	.00	.00	500.00	500.00	.0
240-490-6320	.00	.00	6,000.00	6,000.00	.0
240-490-6324	.00	.00	11,800.00	11,800.00	.0
240-490-6330	.00	.00	17,500.00	17,500.00	.0
240-490-6334	.00	.00	13,000.00	13,000.00	.0
240-490-6420	409.30	409.30	12,000.00	11,590.70	3.4
240-490-6425	616.59	616.59	7,500.00	6,883.41	8.2
240-490-6430	2,186.98	2,186.98	29,100.00	26,913.02	7.5
240-490-6435	101.69	101.69	2,700.00	2,598.31	3.8
240-490-6440	69.32	69.32	1,380.00	1,310.68	5.0
240-490-6445	.00	.00	9,000.00	9,000.00	.0
240-490-6520	.00	.00	4,300.00	4,300.00	.0
240-490-6710	.00	.00	3,150.00	3,150.00	.0
240-490-6712	.00	.00	4,750.00	4,750.00	.0
240-490-6750	.00	.00	25,795.00	25,795.00	.0
240-490-6755	.00	.00	17,680.00	17,680.00	.0
240-490-6758	.00	.00	2,500.00	2,500.00	.0
TOTAL MATERIALS & SERVICES	28,607.20	28,607.20	273,573.00	244,965.80	10.5
TOTAL NON-DEPARTMENTAL	63,748.90	63,748.90	516,625.00	452,876.10	12.3
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
240-700-8335	.00	.00	8,000.00	8,000.00	.0
240-700-8550	.00	.00	50,000.00	50,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	58,000.00	58,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	58,000.00	58,000.00	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>DEBT SERVICE</u>						
<u>DEBT SERVICES</u>						
240-800-7110	LOAN PRINCIPAL - G02002	.00	.00	24,170.00	24,170.00	.0
240-800-7122	LOAN PRINCIPAL - J05001 SPWF	.00	.00	5,488.00	5,488.00	.0
240-800-7124	LOAN PRINCIPAL - RUS 92-05	.00	.00	7,370.00	7,370.00	.0
240-800-7510	LOAN INTEREST - G02002	.00	.00	4,889.00	4,889.00	.0
240-800-7522	LOAN INTEREST - J05001 SPWF	.00	.00	1,935.00	1,935.00	.0
240-800-7524	LOAN INTEREST - RUS 92-05	.00	.00	8,375.00	8,375.00	.0
TOTAL DEBT SERVICES		.00	.00	52,227.00	52,227.00	.0
TOTAL DEBT SERVICE		.00	.00	52,227.00	52,227.00	.0
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
240-900-9590	CONTINGENCY	.00	.00	144,362.00	144,362.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	144,362.00	144,362.00	.0
TOTAL OTHER REQUIREMENTS		.00	.00	144,362.00	144,362.00	.0
TOTAL FUND EXPENDITURES		63,748.90	63,748.90	771,214.00	707,465.10	8.3
NET REVENUE OVER EXPENDITURES		23,621.64	23,621.64	(227,928.00)	(251,549.64)	10.4

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	71,491.66	
312-1115	CASH IN BANK - LGIP	101,951.98	
312-1710	LAND	93,558.00	
312-1720	BUILDINGS & FACILITIES	528.00	
312-1730	EQUIPMENT & FURNISHINGS	6,061.05	
312-1740	VEHICLES & ROLLING STOCK	11,299.83	
312-1750	INFRASTRUCTURE	2,344,523.75	
312-1820	AD - BUILDINGS & FACILITIES	(140.80)	
312-1830	AD - EQUIPMENT & FURNISHINGS	(3,180.12)	
312-1840	AD - VEHICLES & ROLLING STOCK	(6,214.89)	
312-1850	AD - INFRASTRUCTURE	(580,861.47)	
	TOTAL ASSETS		<u>2,039,016.99</u>

LIABILITIES AND EQUITY

LIABILITIES

312-2205	WAGES PAYABLE	909.34	
312-2210	PAYROLL TAXES PAYABLE	446.96	
312-2245	HEALTH INSURANCE PAYABLE	238.07	
312-2250	RETIREMENT PAYABLE	369.21	
312-2255	DEFERRED COMP PAYABLE	26.55	
312-2750	LONG TERM DEBT	72,750.91	
	TOTAL LIABILITIES		74,741.04

FUND EQUITY

312-3100	BEGINNING FUND BALANCE	173,400.73	
312-3275	GASB - FIXED ASSETS	1,865,573.35	
312-3277	GAAP - LONG TERM DEBT	(72,750.91)	
	REVENUE OVER EXPENDITURES - YTD	(1,947.22)	
	BALANCE - CURRENT DATE	(1,947.22)	
	TOTAL FUND EQUITY		<u>1,964,275.95</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,039,016.99</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
312-315-4125 INTEREST EARNED	470.31	470.31	3,200.00	2,729.69	14.7
TOTAL INVESTMENT EARNINGS	470.31	470.31	3,200.00	2,729.69	14.7
<u>INTERGOVERNMENTAL</u>					
312-320-4142 STATE HWY STREET TAX	9,042.43	9,042.43	95,000.00	85,957.57	9.5
TOTAL INTERGOVERNMENTAL	9,042.43	9,042.43	95,000.00	85,957.57	9.5
<u>SDC REVENUE</u>					
312-345-4513 TRANSPORTATION REIMBURSEMENT S	208.00	208.00	520.00	312.00	40.0
TOTAL SDC REVENUE	208.00	208.00	520.00	312.00	40.0
TOTAL FUND REVENUE	9,720.74	9,720.74	98,720.00	88,999.26	9.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110 CITY ADMINISTRATOR	740.92	740.92	2,969.00	2,228.08	25.0
312-490-5150 PUBLIC WORKS DIRECTOR	686.63	686.63	4,191.00	3,504.37	16.4
312-490-5152 LEAD OPERATOR	831.06	831.06	2,536.00	1,704.94	32.8
312-490-5154 OPERATOR	.00	.00	2,536.00	2,536.00	.0
312-490-5156 OPERATOR TRAINEE	.00	.00	5,167.00	5,167.00	.0
312-490-5158 PUBLIC WORKS LABORER	348.80	348.80	.00	(348.80)	.0
312-490-5220 OVERTIME	331.27	331.27	1,055.00	723.73	31.4
312-490-5315 SOCIAL SECURITY/MEDICARE	224.77	224.77	1,411.00	1,186.23	15.9
312-490-5320 WORKER'S COMP	41.91	41.91	2,002.00	1,960.09	2.1
312-490-5350 UNEMPLOYMENT	.00	.00	1,290.00	1,290.00	.0
312-490-5410 HEALTH INSURANCE	475.26	475.26	5,342.00	4,866.74	8.9
312-490-5450 PUBLIC EMPLOYEES RETIREMENT	547.46	547.46	3,899.00	3,351.54	14.0
TOTAL PERSONAL SERVICES	4,228.08	4,228.08	32,398.00	28,169.92	13.1
<u>MATERIALS & SERVICES</u>					
312-490-6110 AUDITING	.00	.00	1,562.00	1,562.00	.0
312-490-6114 FINANCIAL SERVICES	252.40	252.40	1,856.00	1,603.60	13.6
312-490-6116 ENGINEERING SERVICES	.00	.00	20,000.00	20,000.00	.0
312-490-6122 IT SERVICES	440.52	440.52	1,674.00	1,233.48	26.3
312-490-6128 OTHER CONTRACT SERVICES	.00	.00	20,000.00	20,000.00	.0
312-490-6210 INSURANCE & BONDS	5,671.90	5,671.90	5,678.00	6.10	99.9
312-490-6220 POSTAGE, PRINTING, PUBLICATION	.00	.00	50.00	50.00	.0
312-490-6225 SOFTWARE & SUBSCRIPTIONS	88.24	88.24	2,500.00	2,411.76	3.5
312-490-6230 OFFICE SUPPLIES/EQUIPMENT	1.90	1.90	150.00	148.10	1.3
312-490-6238 BANK SERVICE CHARGES	.00	.00	50.00	50.00	.0
312-490-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	500.00	500.00	.0
312-490-6330 OTHER REPAIR & MAINTENANCE	.00	.00	10,000.00	10,000.00	.0
312-490-6334 NON-CAPITALIZED ASSETS	.00	.00	5,000.00	5,000.00	.0
312-490-6430 ELECTRICITY SERVICES	984.92	984.92	14,100.00	13,115.08	7.0
312-490-6720 STORM DRAIN MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
312-490-6724 STREET SIGNS	.00	.00	1,000.00	1,000.00	.0
312-490-6726 STREET LIGHTS	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	7,439.88	7,439.88	90,120.00	82,680.12	8.3
TOTAL NON-DEPARTMENTAL	11,667.96	11,667.96	122,518.00	110,850.04	9.5

CAPITAL OUTLAY

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
312-700-8530 STREET IMPROVEMENTS	.00	.00	60,428.00	60,428.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	60,428.00	60,428.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	60,428.00	60,428.00	.0
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
312-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	1,755.00	1,755.00	.0
312-800-7125 LOAN PRINCIPAL - L21001	.00	.00	3,579.00	3,579.00	.0
312-800-7525 LOAN INTEREST - L21001	.00	.00	1,594.00	1,594.00	.0
TOTAL DEBT SERVICES	.00	.00	6,928.00	6,928.00	.0
TOTAL DEBT SERVICE	.00	.00	6,928.00	6,928.00	.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
312-900-9590 CONTINGENCY	.00	.00	22,996.00	22,996.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	22,996.00	22,996.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	22,996.00	22,996.00	.0
TOTAL FUND EXPENDITURES	11,667.96	11,667.96	212,870.00	201,202.04	5.5
NET REVENUE OVER EXPENDITURES	(1,947.22)	(1,947.22)	(114,150.00)	(112,202.78)	(1.7)

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

BLACKBERRY JAM FUND

<u>ASSETS</u>			
314-1110	ALLOCATED CASH		11,660.12
			<u>11,660.12</u>
	TOTAL ASSETS		<u>11,660.12</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
314-3100	BEGINNING FUND BALANCE		12,118.10
	REVENUE OVER EXPENDITURES - YTD	(457.98)	
	BALANCE - CURRENT DATE	<u>(457.98)</u>	
	TOTAL FUND EQUITY		<u>11,660.12</u>
	TOTAL LIABILITIES AND EQUITY		<u>11,660.12</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.21	.21	10.00	9.79	2.1
TOTAL INVESTMENT EARNINGS	.21	.21	10.00	9.79	2.1
<u>OTHER REVENUE</u>					
314-370-4824 BBJ DONATIONS	.00	.00	564.00	564.00	.0
TOTAL OTHER REVENUE	.00	.00	564.00	564.00	.0
<u>FUNDRAISING & EVENT REVENUE</u>					
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	1,020.00	1,020.00	1,000.00	(20.00)	102.0
314-380-4862 FOOD BOOTH SALES	500.00	500.00	500.00	.00	100.0
314-380-4863 BEER GARDEN	200.00	200.00	.00	(200.00)	.0
314-380-4864 JAM SALES	1,657.20	1,657.20	950.00	(707.20)	174.4
314-380-4870 SPONSORSHIP REVENUE	.00	.00	1,500.00	1,500.00	.0
314-380-4878 CAR SHOW REVENUE	.00	.00	325.00	325.00	.0
314-380-4882 HORSESHOE TOURNEY REVENUE	185.00	185.00	.00	(185.00)	.0
314-380-4884 KIDZ KORNER REVENUE	294.85	294.85	.00	(294.85)	.0
TOTAL FUNDRAISING & EVENT REVENUE	3,857.05	3,857.05	4,275.00	417.95	90.2
<u>MISCELLANEOUS REVENUE</u>					
314-385-4895 MISCELLANEOUS REVENUE	.00	.00	100.00	100.00	.0
TOTAL MISCELLANEOUS REVENUE	.00	.00	100.00	100.00	.0
TOTAL FUND REVENUE	3,857.26	3,857.26	4,949.00	1,091.74	77.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
314-490-6118	POLICE SERVICES	.00	.00	2,500.00	2,500.00 .0
314-490-6122	IT SERVICES	.00	.00	660.00	660.00 .0
314-490-6220	POSTAGE, PRINTING, PUBLICATION	.00	.00	100.00	100.00 .0
314-490-6225	SOFTWARE & SUBSCRIPTIONS	28.05	28.05	550.00	521.95 5.1
314-490-6238	BANK SERVICE CHARGES	10.19	10.19	50.00	39.81 20.4
314-490-6290	MISCELLANEOUS	410.00	410.00	450.00	40.00 91.1
314-490-6445	REFUSE SERVICES	.00	.00	1,500.00	1,500.00 .0
314-490-6705	RENT	80.00	80.00	960.00	880.00 8.3
314-490-6714	MATERIALS & SERVICES	.00	.00	4,500.00	4,500.00 .0
314-490-6814	JAM SALES EXP	462.00	462.00	.00 (462.00) .0
314-490-6864	ENTERTAINMENT EXP	3,325.00	3,325.00	2,500.00 (825.00) 133.0
	TOTAL MATERIALS & SERVICES	4,315.24	4,315.24	13,770.00	9,454.76 31.3
	TOTAL NON-DEPARTMENTAL	4,315.24	4,315.24	13,770.00	9,454.76 31.3
	TOTAL FUND EXPENDITURES	4,315.24	4,315.24	13,770.00	9,454.76 31.3
	NET REVENUE OVER EXPENDITURES	(457.98)	(457.98)	(8,821.00)	(8,363.02) (5.2)

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

PARKS SDC FUND

<u>ASSETS</u>			
410-1110	ALLOCATED CASH		6,466.89
410-1115	CASH IN BANK - LGIP		106,274.89
			<hr/>
	TOTAL ASSETS		112,741.78
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
410-3100	BEGINNING FUND BALANCE		110,249.87
	REVENUE OVER EXPENDITURES - YTD	2,491.91	
		<hr/>	
	BALANCE - CURRENT DATE		2,491.91
			<hr/>
	TOTAL FUND EQUITY		112,741.78
			<hr/>
	TOTAL LIABILITIES AND EQUITY		112,741.78
			<hr/> <hr/>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

PARKS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
410-315-4125	INTEREST EARNED	502.91	502.91	3,000.00	2,497.09	16.8
	TOTAL INVESTMENT EARNINGS	502.91	502.91	3,000.00	2,497.09	16.8
<u>SDC REVENUE</u>						
410-345-4510	PARK SDC FEES	1,989.00	1,989.00	5,020.00	3,031.00	39.6
410-345-4511	PARKS REIMBURSEMENT SDC	.00	.00	4,925.00	4,925.00	.0
	TOTAL SDC REVENUE	1,989.00	1,989.00	9,945.00	7,956.00	20.0
	TOTAL FUND REVENUE	2,491.91	2,491.91	12,945.00	10,453.09	19.3

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
410-700-8520 PARKS IMPROVEMENTS	.00	.00	122,723.00	122,723.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	122,723.00	122,723.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	122,723.00	122,723.00	.0
TOTAL FUND EXPENDITURES	.00	.00	122,723.00	122,723.00	.0
NET REVENUE OVER EXPENDITURES	2,491.91	2,491.91	(109,778.00)	(112,269.91)	2.3

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

STREETS SDC FUND

<u>ASSETS</u>			
412-1110	ALLOCATED CASH		5,857.19
412-1115	CASH IN BANK - LGIP		81,200.60
			<u>87,057.79</u>
	TOTAL ASSETS		<u>87,057.79</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
412-3100	BEGINNING FUND BALANCE		85,484.59
	REVENUE OVER EXPENDITURES - YTD	<u>1,573.20</u>	
	BALANCE - CURRENT DATE		<u>1,573.20</u>
	TOTAL FUND EQUITY		<u>87,057.79</u>
	TOTAL LIABILITIES AND EQUITY		<u>87,057.79</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
412-315-4125 INTEREST EARNED	389.20	389.20	2,500.00	2,110.80	15.6
TOTAL INVESTMENT EARNINGS	389.20	389.20	2,500.00	2,110.80	15.6
<u>SDC REVENUE</u>					
412-345-4512 TRANSPORTATION SDC	1,184.00	1,184.00	2,975.00	1,791.00	39.8
TOTAL SDC REVENUE	1,184.00	1,184.00	2,975.00	1,791.00	39.8
TOTAL FUND REVENUE	1,573.20	1,573.20	5,475.00	3,901.80	28.7

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

STREETS SDC FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
412-700-8530 STREET IMPROVEMENTS	.00	.00	90,613.00	90,613.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	90,613.00	90,613.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	90,613.00	90,613.00	.0
TOTAL FUND EXPENDITURES	.00	.00	90,613.00	90,613.00	.0
NET REVENUE OVER EXPENDITURES	1,573.20	1,573.20	(85,138.00)	(86,711.20)	1.9

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

WATER SDC FUND

<u>ASSETS</u>			
430-1110	ALLOCATED CASH		31,646.39
430-1115	CASH IN BANK - LGIP		443,525.21
			<hr/>
	TOTAL ASSETS		475,171.60
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
430-3100	BEGINNING FUND BALANCE		461,732.95
	REVENUE OVER EXPENDITURES - YTD	13,438.65	
		<hr/>	
	BALANCE - CURRENT DATE		13,438.65
			<hr/>
	TOTAL FUND EQUITY		475,171.60
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		475,171.60
			<hr/> <hr/>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
430-315-4125 INTEREST EARNED	2,540.65	2,540.65	15,000.00	12,459.35	16.9
TOTAL INVESTMENT EARNINGS	2,540.65	2,540.65	15,000.00	12,459.35	16.9
<u>SDC REVENUE</u>					
430-345-4530 WATER SDC	10,898.00	10,898.00	45,500.00	34,602.00	24.0
TOTAL SDC REVENUE	10,898.00	10,898.00	45,500.00	34,602.00	24.0
TOTAL FUND REVENUE	13,438.65	13,438.65	60,500.00	47,061.35	22.2

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

WATER SDC FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
430-700-8540 WATER SYSTEMS IMPROVEMTS	.00	.00	525,277.00	525,277.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	525,277.00	525,277.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	525,277.00	525,277.00	.0
TOTAL FUND EXPENDITURES	.00	.00	525,277.00	525,277.00	.0
NET REVENUE OVER EXPENDITURES	13,438.65	13,438.65	(464,777.00)	(478,215.65)	2.9

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

SEWER SDC FUND

<u>ASSETS</u>			
440-1110	ALLOCATED CASH	11,230.63	
440-1115	CASH IN BANK - LGIP	84,524.81	
		<hr/>	
	TOTAL ASSETS		95,755.44
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
440-3100	BEGINNING FUND BALANCE	93,041.81	
	REVENUE OVER EXPENDITURES - YTD	2,713.63	
		<hr/>	
	BALANCE - CURRENT DATE	2,713.63	
		<hr/>	
	TOTAL FUND EQUITY		95,755.44
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		95,755.44
			<hr/> <hr/>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>						
440-315-4125	INTEREST EARNED	571.63	571.63	3,500.00	2,928.37	16.3
	TOTAL INVESTMENT EARNINGS	571.63	571.63	3,500.00	2,928.37	16.3
<u>SDC REVENUE</u>						
440-345-4540	SEWER SDC	2,142.00	2,142.00	8,035.00	5,893.00	26.7
	TOTAL SDC REVENUE	2,142.00	2,142.00	8,035.00	5,893.00	26.7
	TOTAL FUND REVENUE	2,713.63	2,713.63	11,535.00	8,821.37	23.5

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

SEWER SDC FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
440-700-8550 SEWER SYSTEMS	.00	.00	157,873.00	157,873.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	157,873.00	157,873.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	157,873.00	157,873.00	.0
TOTAL FUND EXPENDITURES	.00	.00	157,873.00	157,873.00	.0
NET REVENUE OVER EXPENDITURES	2,713.63	2,713.63	(146,338.00)	(149,051.63)	1.9

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

STORMWATER SDC FUND

<u>ASSETS</u>			
445-1110	ALLOCATED CASH	7,539.69	
445-1115	CASH IN BANK - LGIP	83,522.36	
	TOTAL ASSETS		91,062.05
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
445-3100	BEGINNING FUND BALANCE	89,310.31	
	REVENUE OVER EXPENDITURES - YTD	1,751.74	
	BALANCE - CURRENT DATE	1,751.74	
	TOTAL FUND EQUITY		91,062.05
	TOTAL LIABILITIES AND EQUITY		91,062.05

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
445-315-4125 INTEREST EARNED	405.74	405.74	2,500.00	2,094.26	16.2
TOTAL INVESTMENT EARNINGS	405.74	405.74	2,500.00	2,094.26	16.2
<u>SDC REVENUE</u>					
445-345-4545 STORM DRAINAGE SDC	1,346.00	1,346.00	5,000.00	3,654.00	26.9
TOTAL SDC REVENUE	1,346.00	1,346.00	5,000.00	3,654.00	26.9
TOTAL FUND REVENUE	1,751.74	1,751.74	7,500.00	5,748.26	23.4

CITY OF LOWELL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

STORMWATER SDC FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
445-700-8560 STORMWATER IMPROVEMENTS	.00	.00	96,645.00	96,645.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	96,645.00	96,645.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	96,645.00	96,645.00	.0
TOTAL FUND EXPENDITURES	.00	.00	96,645.00	96,645.00	.0
NET REVENUE OVER EXPENDITURES	1,751.74	1,751.74	(89,145.00)	(90,896.74)	2.0

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

WATER RESERVE FUND

<u>ASSETS</u>			
520-1110	ALLOCATED CASH	9,404.16	
520-1115	CASH IN BANK - LGIP	32,781.13	
	TOTAL ASSETS		<u>42,185.29</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
520-3100	BEGINNING FUND BALANCE	41,933.08	
	REVENUE OVER EXPENDITURES - YTD	252.21	
	BALANCE - CURRENT DATE	252.21	
	TOTAL FUND EQUITY		<u>42,185.29</u>
	TOTAL LIABILITIES AND EQUITY		<u>42,185.29</u>

CITY OF LOWELL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2024

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	252.21	252.21	1,500.00	1,247.79	16.8
	TOTAL INVESTMENT EARNINGS	252.21	252.21	1,500.00	1,247.79	16.8
	TOTAL FUND REVENUE	252.21	252.21	1,500.00	1,247.79	16.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

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	43,382.00	43,382.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	43,382.00	43,382.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	43,382.00	43,382.00	.0
TOTAL FUND EXPENDITURES	.00	.00	43,382.00	43,382.00	.0
NET REVENUE OVER EXPENDITURES	252.21	252.21	(41,882.00)	(42,134.21)	.6

CITY OF LOWELL
 BALANCE SHEET
 JULY 31, 2024

SEWER RESERVE FUND

<u>ASSETS</u>			
521-1110	ALLOCATED CASH	5,755.53	
521-1115	CASH IN BANK - LGIP	10,927.00	
	TOTAL ASSETS		<u>16,682.53</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
521-3100	BEGINNING FUND BALANCE	16,598.41	
	REVENUE OVER EXPENDITURES - YTD	84.12	
	BALANCE - CURRENT DATE	84.12	
	TOTAL FUND EQUITY		<u>16,682.53</u>
	TOTAL LIABILITIES AND EQUITY		<u>16,682.53</u>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

SEWER RESERVE FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>INVESTMENT EARNINGS</u>						
521-315-4125	INTEREST EARNED	84.12	84.12	500.00	415.88	16.8
	TOTAL INVESTMENT EARNINGS	84.12	84.12	500.00	415.88	16.8
	TOTAL FUND REVENUE	84.12	84.12	500.00	415.88	16.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2024

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	17,081.00	17,081.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	17,081.00	17,081.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	17,081.00	17,081.00	.0
TOTAL FUND EXPENDITURES	.00	.00	17,081.00	17,081.00	.0
NET REVENUE OVER EXPENDITURES	84.12	84.12	(16,581.00)	(16,665.12)	.5



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: Saturday, September 14, 2024
Re: Administrator's report for August

MEMO

This report covers activities since the August 20 regular meeting.

E-permitting project

- Next week, staff and I will be working on several submittals that we need to turn in.
- We are required to set up an account with ePermitting's online payment processor, which interfaces with the ePermitting system. Staff will need to work out the details on how we will import the ePermitting financial transaction data into our accounting system, as it's unlikely that the two systems will interface. We are working on the paperwork to set up the account.

E. 1st Street

- Following City Council's approval of the Wakeview quote, the contractor has us scheduled for excavation on October 2 with paving to occur the following day. It is expected that the road can open the evening following paving work.
- I called everyone (except for one residence with a disconnected phone number) adjacent to the affected area. I informed them of the dates of construction and the need to park their cars outside of the affected area to ensure accessibility.
- I will follow up with letters and door hangers so that everyone knows what's going on.

Sale of old City Hall

On August 27, Suzanne Kintzley with Campbell Commercial Real Estate met the Public Works Director at the old City Hall. She will use the information she collected during her visit to prepare a broker's opinion of value.

At the August 20, 2024, City Council meeting, the Council authorized me to initiate the sale of the old City Hall through a "For Sale by Owner" method. The Council also outlined a specific timeline for this process. While I fully intend to honor the Council's expectation, I believe it is prudent to recommend a temporary pause on the sale process.

Through my recent research, I've found that selling commercial property, particularly one as significant as the old City Hall, is more complex than selling vacant residential land. The City has successfully sold several vacant residential properties in the past, but commercial transactions present unique challenges and risks. For example, commercial property transactions require detailed contracts that address a range of legal, financial, and operational concerns. Unlike a residential sale, which may rely on standardized agreements, selling a property like the old City Hall can involve custom legal documents. The closing process for commercial properties also involves more coordination than residential sales. Without professional oversight, managing this complex closing process could lead to last-minute issues, delays, or costly mistakes.

To ensure we proceed correctly, I recommend pausing the "For Sale by Owner" process to consult with outside legal counsel that specializes in real estate law. We have worked with our outside legal counsel in Springfield on other matters, and their attorneys have the expertise to guide us through the complexities of this sale.

I expect to engage them in drafting the necessary contract documents once we move forward with the sale. However, before proceeding further, I believe it is essential to seek their advice now on whether our current approach aligns with best practices and legal requirements. This proactive step will help us avoid any potential pitfalls and ensure a more efficient and legally sound sale process.

In light of the complexity of commercial property transactions and our previous experience, I recommend pausing the "For Sale by Owner" process for the old City Hall to consult with real estate legal experts. This pause will allow us to ensure we are on the right track and avoid costly mistakes in the future. I have already contacted the firm in Springfield, and I anticipate scheduling a consultation soon.

Finally, you must be a real estate broker to post commercial listings on the various commercial real estate listing sites. Zillow and similar sites do not allow the posting of commercial listings. I contacted Business Oregon about posting the site on Oregon Prospector—a resource for governmental agencies to list commercial and industrial properties for sale. They sent me instructions on how to sign up and list the property, which I will do when we're ready to move forward.

Wastewater master plan

- Staff and I are scheduled to meet with DEQ on September 16 to discuss their comments on the draft wastewater treatment plan.
- I received approval from Business Oregon to extend our grant agreement with them until 2025. Business Oregon has provided grant funding to help pay for the wastewater master plan. The grant agreement was scheduled to expire in September. Based on our continued

work to obtain DEQ approval, Business Oregon agreed to extend the deadline for project completion.

Cybersecurity improvements

- The cybersecurity grant that LCOG submitted on our behalf for .GOV migration was approved. LCOG's staff are started the process to obtain our new domain.
- I met with LCOG's Chief Technology Officer about the remainder of the cybersecurity project. I am scheduled to meet with her next week to review the application that they've prepared. I will bring that to you at a future meeting for your review prior to submitting it.

Development activities

- The developers of the vacant Hyland Lane property—the previously owned city property—submitted a new site plan application for their 10-plex multi-family development. The application is undergoing completeness review.

EV charging stations

- Lane County submitted the electric vehicle charging station grant on our behalf.

Lookout Point drawdown

- The Public Works Director, Mayor, and I are scheduled to meet with the Chief of Staff of the Oregon State Legislature's Joint Water Caucus next week. The purpose of the meeting is to plan an agenda for a site visit in October from state legislators, staff representing members of the federal delegation, and representatives of the Governor's office and state agencies.

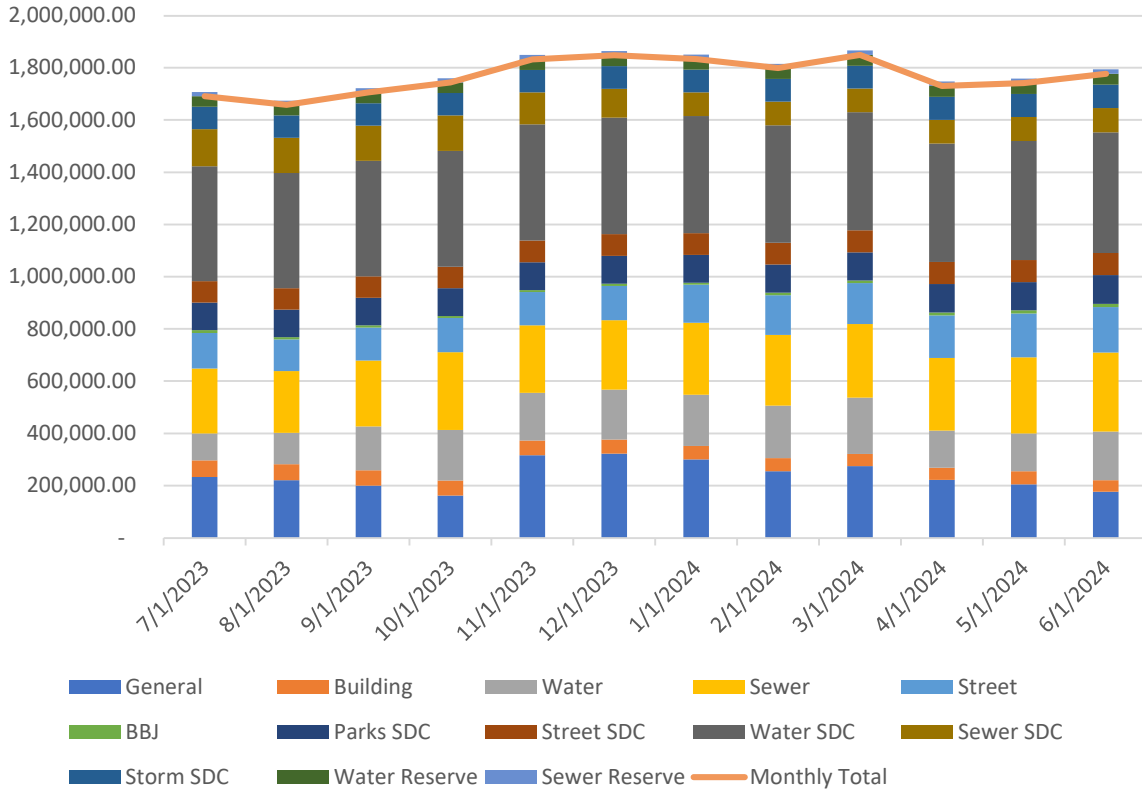
Other items

- Attended the September 10 Blackberry Jam Festival Committee meeting and provided food for attendees in appreciation of their hard work.
- Lane County Public Works relocated the ballot box to City Hall.
- I updated NW Code Pros. and the Oregon Building Codes Division that the city's building fee ordinance was approved.
- Staff ordered and coordinated the installation of a new sign at City Hall. The new sign indicates that 70 N. Pioneer St. is the location of both City Hall and the library, and it lists the business hours. We have another sign that we will install at the far end of the property, near the intersection with W. Boundary Rd.
- I am scheduled to meet with CIS's risk management consultants on September 25. Every three years, they visit the city to conduct a best practice assessment regarding our risk

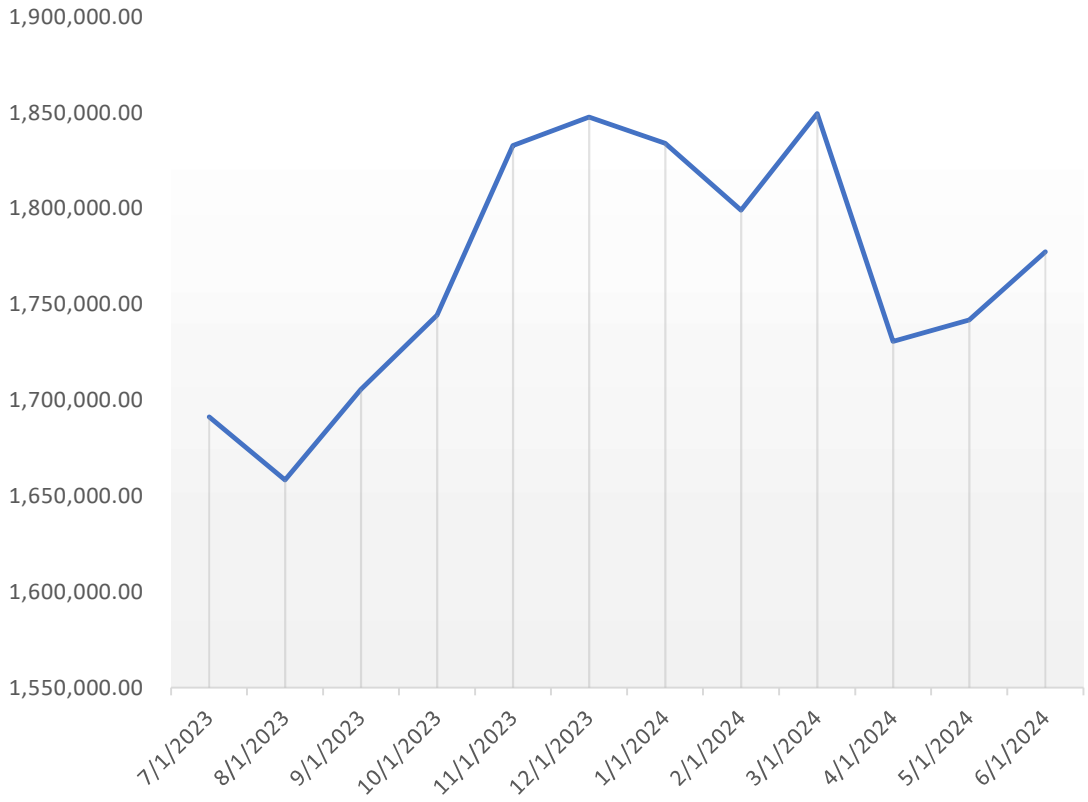
management. Following that site visit, they produce a report with suggestions for improvement.

- I submitted a backlog of Budget Committee and Planning Commission meeting recordings to a company that prepares minutes. I am using them on a trial basis to see if this kind of service would meet our needs and, in turn, free up my time for other tasks.
- LRAPA confirmed to me that earlier this year, their board adjusted rules to accommodate changes that you approved last year to the city's open burning ordinance. Lowell is now included in the section of the rules listing cities where outdoor burning is allowed from October 1 through June 15.

Cash Balances - Last 12 Months



Cash Balances - Last 12 Months



CITY OF LOWELL
GENERAL FUND
REVENUES AND EXPENDITURES SUMMARY WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

110 General Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		176,650.70	108,737.00		
Revenues					
310 Property Taxes	-	-	205,095.00	205,095.00	0.00
315 Interest Earned	613.59	613.59	6,500.00	5,886.41	9.44
320 Intergovernmental Revenue	1,934.27	1,934.27	41,588.00	39,653.73	4.65
325 Operating Grants	-	-	62,944.00	62,944.00	0.00
328 Capital Grants	-	-	-	-	0.00
330 Franchise Fees	1,049.17	1,049.17	86,263.00	85,213.83	1.22
335 Licenses & Permits	152.00	152.00	58,750.00	58,598.00	0.26
340 Charges for Service	1,619.24	1,619.24	3,075.00	1,455.76	52.66
345 Reimbursement SDC's	94.00	94.00	235.00	141.00	40.00
350 Fines & Forfeitures	225.00	225.00	2,500.00	2,275.00	9.00
360 Loan Proceeds	-	-	-	-	0.00
370 Other Revenue	100.00	100.00	5,500.00	5,400.00	1.82
375 Gain(Loss) on Sale of Fixed Assets	-	-	302,459.00	302,459.00	0.00
380 Fundraising & Event Revenue	1,050.00	1,050.00	-	(1,050.00)	0.00
385 Miscellaneous Revenue	-	-	50.00	50.00	0.00
Total Revenues	6,837.27	6,837.27	774,959.00	768,121.73	0.88
Expenditures					
410 Administration					
5000 Personal Services	5,849.72	5,849.72	48,832.00	42,982.28	11.98
6000 Materials & Services	10,239.07	10,239.07	131,859.00	121,619.93	7.77
8000 Capital Outlay	-	-	110,000.00	110,000.00	0.00
Total Administration	16,088.79	16,088.79	290,691.00	274,602.21	5.53
420 Parks & Recreation					
5000 Personal Services	8,247.16	8,247.16	40,917.00	32,669.84	20.16
6000 Materials & Services	5,865.45	5,865.45	55,897.00	50,031.55	10.49
8000 Capital Outlay	-	-	21,000.00	21,000.00	0.00
Total Parks & Recreation	14,112.61	14,112.61	117,814.00	103,701.39	11.98
430 Police					
5000 Personal Services	-	-	-	-	0.00
6000 Materials & Services	1,575.00	1,575.00	10,426.00	8,851.00	15.11
8000 Capital Outlay	-	-	-	-	0.00
Total Police	1,575.00	1,575.00	10,426.00	8,851.00	15.11
440 Community Development					
5000 Personal Services	1,745.53	1,745.53	11,658.00	9,912.47	14.97
6000 Materials & Services	2,886.18	2,886.18	49,558.00	46,671.82	5.82
8000 Capital Outlay	-	-	-	-	0.00
Total Community Development	4,631.71	4,631.71	61,216.00	56,584.29	7.57

CITY OF LOWELL
GENERAL FUND
REVENUES AND EXPENDITURES SUMMARY WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

110 General Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		176,650.70	108,737.00		
450 Library					
5000 Personal Services	6,704.51	6,704.51	46,269.00	39,564.49	14.49
6000 Materials & Services	3,111.50	3,111.50	39,724.00	36,612.50	7.83
8000 Capital Outlay	-	-	4,599.00	4,599.00	0.00
Total Library	<u>9,816.01</u>	<u>9,816.01</u>	<u>90,592.00</u>	<u>80,775.99</u>	<u>10.84</u>
460 Code Enforcement					
5000 Personal Services	1,027.38	1,027.38	8,435.00	7,407.62	12.18
6000 Materials & Services	7.85	7.85	1,704.00	1,696.15	0.46
8000 Capital Outlay	-	-	-	-	0.00
Total Code Enforcement	<u>1,035.23</u>	<u>1,035.23</u>	<u>10,139.00</u>	<u>9,103.77</u>	<u>10.21</u>
470 Tourism					
5000 Personal Services	-	-	-	-	
6000 Materials & Services	65.26	65.26	35,578.00	35,512.74	0.18
8000 Capital Outlay	-	-	-	-	0.00
Total Tourism	<u>65.26</u>	<u>65.26</u>	<u>35,578.00</u>	<u>35,512.74</u>	<u>0.18</u>
480 Municipal Court					
5000 Personal Services	1,699.83	1,699.83	11,891.00	10,191.17	14.30
6000 Materials & Services	255.46	255.46	857.00	601.54	29.81
8000 Capital Outlay	-	-	-	-	0.00
Total Municipal Court	<u>1,955.29</u>	<u>1,955.29</u>	<u>12,748.00</u>	<u>10,792.71</u>	<u>15.34</u>
800 Debt Service					
7111 Principal	-	-	139,005.00	139,005.00	0.00
7511 Interest	-	-	24,003.00	24,003.00	0.00
Total Debt Service	<u>-</u>	<u>-</u>	<u>163,008.00</u>	<u>163,008.00</u>	<u>0.00</u>
900 Other Requirements					
9100 Transfers to Other Funds	-	-	-	-	0.00
9500 Contingency	-	-	70,061.00	70,061.00	0.00
9800 Ending Balance (Budgeted)	-	-	21,423.00	21,423.00	0.00
Total Other Requirements	<u>-</u>	<u>-</u>	<u>91,484.00</u>	<u>91,484.00</u>	<u>0.00</u>
Total General Fund Expenditures	<u>49,279.90</u>	<u>49,279.90</u>	<u>883,696.00</u>	<u>834,416.10</u>	<u>5.58</u>
Net Revenues over Expenditures	<u>(42,442.63)</u>	<u>(42,442.63)</u>	<u>(108,737.00)</u>	<u>(66,294.37)</u>	<u>39.03</u>
Ending Fund Balance		134,208.07	-		

CITY OF LOWELL
BUILDING FUND
REVENUES AND EXPENDITURES SUMMARY WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

220 Building Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		44,107.38	34,052.00		
Revenues					
315 Interest Earned	0.31	0.31	100.00	99.69	0.31
335 Licenses & Permits	5,893.69	5,893.69	23,370.00	17,476.31	25.22
375 Gain(Loss) on Sale of Fixed Assets	-	-	-	-	0.00
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u><u>5,894.00</u></u>	<u><u>5,894.00</u></u>	<u><u>23,470.00</u></u>	<u><u>17,576.00</u></u>	<u><u>25.11</u></u>
Expenditures					
220 Building Department					
5000 Personal Services	2,279.93	2,279.93	14,748.00	12,468.07	15.46
6000 Materials & Services	407.02	407.02	31,065.00	30,657.98	1.31
8000 Capital Outlay	-	-	-	-	0.00
Total Building Department	<u><u>2,686.95</u></u>	<u><u>2,686.95</u></u>	<u><u>45,813.00</u></u>	<u><u>43,126.05</u></u>	<u><u>5.87</u></u>
900 Other Requirements					
9100 Transfers to Other Funds	-	-	-	-	0.00
9500 Contingency	-	-	11,709.00	11,709.00	0.00
9800 Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>11,709.00</u></u>	<u><u>11,709.00</u></u>	<u><u>-</u></u>
Total Building Fund Expenditures	<u><u>2,686.95</u></u>	<u><u>2,686.95</u></u>	<u><u>57,522.00</u></u>	<u><u>54,835.05</u></u>	<u><u>4.67</u></u>
Net Revenues over Expenditures	<u><u>3,207.05</u></u>	<u><u>3,207.05</u></u>	<u><u>(34,052.00)</u></u>	<u><u>(37,259.05)</u></u>	<u><u>9.42</u></u>
Ending Fund Balance		47,314.43	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

	Period Actual	YTD Actual	Budget	Unearned	Pcnt
230 Water Fund					
3100 Beginning Fund Balance		141,455.53	106,339.00		
Revenues					
315 Interest Earned	8.06	8.06	-	(8.06)	0.00
325 Operating Grants	-	-	-	-	0.00
328 Capital Grants	-	-	1,100,000.00	1,100,000.00	0.00
335 Licenses & Permits	250.00	250.00	2,500.00	2,250.00	10.00
340 Charges for Service	116,897.31	116,897.31	563,965.00	447,067.69	20.73
345 Reimbursement SDC's	1,490.00	1,490.00	3,725.00	2,235.00	40.00
360 Loan Payments & Proceeds	-	-	-	-	0.00
375 Gain(Loss) on Sale of Fixed Assets	-	-	-	-	0.00
385 Miscellaneous Revenue	307.50	307.50	3,270.00	2,962.50	9.40
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	118,952.87	118,952.87	1,673,460.00	1,554,507.13	7.11
Expenditures					
230 Water Department					
5000 Personal Services	35,141.66	35,141.66	241,220.00	206,078.34	14.57
6000 Materials & Services	22,456.77	22,456.77	245,243.00	222,786.23	9.16
8000 Capital Outlay	-	-	1,108,000.00	1,108,000.00	0.00
Total Water Department	57,598.43	57,598.43	1,594,463.00	1,536,864.57	3.61
800 Debt Service					
7111 Principal	-	-	31,903.00	31,903.00	0.00
7511 Interest	-	-	26,439.00	26,439.00	0.00
Total Debt Service	-	-	58,342.00	58,342.00	0.00
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	126,994.00	126,994.00	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	-	-	126,994.00	126,994.00	0.00
Total General Fund Expenditures	57,598.43	57,598.43	1,779,799.00	1,722,200.57	3.24
Net Revenues over Expenditures	61,354.44	61,354.44	(106,339.00)	(167,693.44)	57.70
Ending Fund Balance		202,809.97	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

	Period Actual	YTD Actual	Budget	Unearned	Pcnt
240 Sewer Fund					
3100 Beginning Fund Balance		303,091.63	227,928.00		
Revenues					
315 Interest Earned	740.00	740.00	5,500.00	4,760.00	13.45
325 Operating Grants	-	-	-	-	0.00
328 Capital Grants	-	-	-	-	0.00
335 Licenses & Permits	115.00	115.00	-	(115.00)	0.00
340 Charges for Service	85,001.04	85,001.04	530,496.00	445,494.96	16.02
345 Reimbursement SDC's	1,236.00	1,236.00	3,090.00	1,854.00	40.00
360 Loan Payments & Proceeds	-	-	-	-	0.00
375 Gain(Loss) on Sale of Fixed Assets	-	-	-	-	0.00
385 Miscellaneous Revenue	278.50	278.50	4,200.00	3,921.50	6.63
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	87,370.54	87,370.54	543,286.00	455,915.46	16.08
Expenditures					
230 Sewer Department					
5000 Personal Services	35,141.70	35,141.70	243,052.00	207,910.30	14.46
6000 Materials & Services	28,607.20	28,607.20	273,573.00	244,965.80	10.46
8000 Capital Outlay	-	-	58,000.00	58,000.00	0.00
Total Sewer Department	63,748.90	63,748.90	574,625.00	510,876.10	11.09
800 Debt Service					
7111 Principal	-	-	37,028.00	37,028.00	0.00
7511 Interest	-	-	15,199.00	15,199.00	0.00
Total Debt Service	-	-	52,227.00	52,227.00	0.00
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	144,362.00	144,362.00	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	-	-	144,362.00	144,362.00	0.00
Total General Fund Expenditures	63,748.90	63,748.90	771,214.00	707,465.10	8.27
Net Revenues over Expenditures	23,621.64	23,621.64	(227,928.00)	(251,549.64)	10.36
Ending Fund Balance		326,713.27	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

312 Street Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		173,400.73	114,150.00		
Revenues					
315 Interest Earned	470.31	470.31	3,200.00	2,729.69	14.70
325 Operating Grants	-	-	-	-	0.00
328 Capital Grants	-	-	-	-	0.00
335 Intergovernmental	9,042.43	9,042.43	95,000.00	85,957.57	9.52
345 Reimbursement SDC's	208.00	208.00	520.00	312.00	40.00
360 Loan Payments & Proceeds	-	-	-	-	0.00
375 Gain(Loss) on Sale of Fixed Assets	-	-	-	-	0.00
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	9,720.74	9,720.74	98,720.00	88,999.26	9.85
Expenditures					
312 Street Department					
5000 Personal Services	4,228.08	4,228.08	32,398.00	28,169.92	13.05
6000 Materials & Services	7,439.88	7,439.88	90,120.00	82,680.12	8.26
8000 Capital Outlay	-	-	60,428.00	60,428.00	0.00
Total Street Department	11,667.96	11,667.96	182,946.00	171,278.04	6.38
800 Debt Service					
7111 Principal	-	-	5,334.00	5,334.00	0.00
7511 Interest	-	-	1,594.00	1,594.00	0.00
Total Debt Service	-	-	6,928.00	6,928.00	0.00
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	22,996.00	22,996.00	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	-	-	22,996.00	22,996.00	0.00
Total General Fund Expenditures	11,667.96	11,667.96	212,870.00	201,202.04	5.48
Net Revenues over Expenditures	(1,947.22)	(1,947.22)	(114,150.00)	(112,202.78)	(1.71)
Ending Fund Balance		171,453.51	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

314 Blackberry Jam Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		12,118.10	8,821.00		
Revenues					
315 Interest Earned	0.21	0.21	10.00	9.79	2.10
370 Other Revenue	-	-	564.00	564.00	0.00
380 Fundraising & Event Revenue	3,857.05	3,857.05	4,275.00	417.95	90.22
385 Miscellaneous Revenue	-	-	100.00	100.00	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u><u>3,857.26</u></u>	<u><u>3,857.26</u></u>	<u><u>4,949.00</u></u>	<u><u>1,091.74</u></u>	<u><u>77.94</u></u>
Expenditures					
314 Blackberry Jam					
5000 Personal Services	-	-	-	-	0.00
6000 Materials & Services	4,315.24	4,315.24	13,770.00	9,454.76	31.34
8000 Capital Outlay	-	-	-	-	0.00
Total Blackberry Jam	<u><u>4,315.24</u></u>	<u><u>4,315.24</u></u>	<u><u>13,770.00</u></u>	<u><u>9,454.76</u></u>	<u><u>31.34</u></u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>#DIV/0!</u></u>
Total General Fund Expenditures	<u><u>4,315.24</u></u>	<u><u>4,315.24</u></u>	<u><u>13,770.00</u></u>	<u><u>9,454.76</u></u>	<u><u>31.34</u></u>
Net Revenues over Expenditures	<u><u>(457.98)</u></u>	<u><u>(457.98)</u></u>	<u><u>(8,821.00)</u></u>	<u><u>(8,363.02)</u></u>	<u><u>(5.19)</u></u>
Ending Fund Balance		11,660.12	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

410 Parks SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		110,249.87	109,778.00		
Revenues					
315 Interest Earned	502.91	502.91	3,000.00	2,497.09	16.76
345 SDC Revenue	1,989.00	1,989.00	9,945.00	7,956.00	20.00
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u>2,491.91</u>	<u>2,491.91</u>	<u>12,945.00</u>	<u>10,453.09</u>	<u>19.25</u>
Expenditures					
410 Parks SDC					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	122,723.00	122,723.00	0.00
Total Parks SDC	<u>-</u>	<u>-</u>	<u>122,723.00</u>	<u>122,723.00</u>	<u>0.00</u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
Total General Fund Expenditures	<u>-</u>	<u>-</u>	<u>122,723.00</u>	<u>122,723.00</u>	<u>0.00</u>
Net Revenues over Expenditures	<u>2,491.91</u>	<u>2,491.91</u>	<u>(109,778.00)</u>	<u>(112,269.91)</u>	<u>2.27</u>
Ending Fund Balance		112,741.78	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

412 Streets SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		85,484.59	85,138.00		
Revenues					
315 Interest Earned	389.20	389.20	2,500.00	2,110.80	15.57
345 SDC Revenue	1,184.00	1,184.00	2,975.00	1,791.00	39.80
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u><u>1,573.20</u></u>	<u><u>1,573.20</u></u>	<u><u>5,475.00</u></u>	<u><u>3,901.80</u></u>	<u><u>28.73</u></u>
Expenditures					
412 Streets SDC					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	90,613.00	90,613.00	0.00
Total Streets SDC	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>90,613.00</u></u>	<u><u>90,613.00</u></u>	<u><u>0.00</u></u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>#DIV/0!</u></u>
Total General Fund Expenditures	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>90,613.00</u></u>	<u><u>90,613.00</u></u>	<u><u>0.00</u></u>
Net Revenues over Expenditures	<u><u>1,573.20</u></u>	<u><u>1,573.20</u></u>	<u><u>(85,138.00)</u></u>	<u><u>(86,711.20)</u></u>	<u><u>1.85</u></u>
Ending Fund Balance		87,057.79	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

430 Water SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		461,732.95	464,777.00		
Revenues					
315 Interest Earned	2,540.65	2,540.65	15,000.00	12,459.35	16.94
345 SDC Revenue	10,898.00	10,898.00	45,500.00	34,602.00	23.95
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u><u>13,438.65</u></u>	<u><u>13,438.65</u></u>	<u><u>60,500.00</u></u>	<u><u>47,061.35</u></u>	<u><u>22.21</u></u>
Expenditures					
430 Water SDC					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	525,277.00	525,277.00	0.00
Total Water SDC	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>525,277.00</u></u>	<u><u>525,277.00</u></u>	<u><u>0.00</u></u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>#DIV/0!</u></u>
Total General Fund Expenditures	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>525,277.00</u></u>	<u><u>525,277.00</u></u>	<u><u>0.00</u></u>
Net Revenues over Expenditures	<u><u>13,438.65</u></u>	<u><u>13,438.65</u></u>	<u><u>(464,777.00)</u></u>	<u><u>(478,215.65)</u></u>	<u><u>2.89</u></u>
Ending Fund Balance		475,171.60	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

440 Sewer SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		93,041.81	146,338.00		
Revenues					
315 Interest Earned	571.63	571.63	3,500.00	2,928.37	16.33
345 SDC Revenue	2,142.00	2,142.00	8,035.00	5,893.00	26.66
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u>2,713.63</u>	<u>2,713.63</u>	<u>11,535.00</u>	<u>8,821.37</u>	<u>23.53</u>
Expenditures					
440 Sewer SDC					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	157,873.00	157,873.00	0.00
Total Sewer SDC	<u>-</u>	<u>-</u>	<u>157,873.00</u>	<u>157,873.00</u>	<u>0.00</u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
Total General Fund Expenditures	<u>-</u>	<u>-</u>	<u>157,873.00</u>	<u>157,873.00</u>	<u>0.00</u>
Net Revenues over Expenditures	<u>2,713.63</u>	<u>2,713.63</u>	<u>(146,338.00)</u>	<u>(149,051.63)</u>	<u>1.85</u>
Ending Fund Balance		95,755.44	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

445 Stormwater SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		89,310.31	89,145.00		
Revenues					
315 Interest Earned	405.74	405.74	2,500.00	2,094.26	16.23
345 SDC Revenue	1,346.00	1,346.00	5,000.00	3,654.00	26.92
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u>1,751.74</u>	<u>1,751.74</u>	<u>7,500.00</u>	<u>5,748.26</u>	<u>23.36</u>
Expenditures					
445 Stormwater SDC					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	96,645.00	96,645.00	0.00
Total Stormwater SDC	<u>-</u>	<u>-</u>	<u>96,645.00</u>	<u>96,645.00</u>	<u>0.00</u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
Total General Fund Expenditures	<u>-</u>	<u>-</u>	<u>96,645.00</u>	<u>96,645.00</u>	<u>0.00</u>
Net Revenues over Expenditures	<u>1,751.74</u>	<u>1,751.74</u>	<u>(89,145.00)</u>	<u>(90,896.74)</u>	<u>1.97</u>
Ending Fund Balance		91,062.05	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

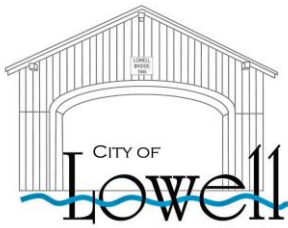
For the Period Ending: **6/30/2024**

520 Water Reserve Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		41,933.08	41,882.00		
Revenues					
315 Interest Earned	-	1,440.11	1,500.00	59.89	96.01
345 SDC Revenue	-	-	-	-	0.00
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u>-</u>	<u>1,440.11</u>	<u>1,500.00</u>	<u>59.89</u>	<u>96.01</u>
Expenditures					
520 Water Reserve					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	-	-	0.00
Total Water Reserve	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00</u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	43,382.00	43,382.00	0.00
Total Other Requirements	<u>-</u>	<u>-</u>	<u>43,382.00</u>	<u>43,382.00</u>	<u>0.00</u>
Total General Fund Expenditures	<u>-</u>	<u>-</u>	<u>43,382.00</u>	<u>43,382.00</u>	<u>0.00</u>
Net Revenues over Expenditures	<u>-</u>	<u>1,440.11</u>	<u>(41,882.00)</u>	<u>(43,322.11)</u>	<u>3.44</u>
Ending Fund Balance		43,373.19	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **7/31/2024**

521 Sewer Reserve Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		16,598.41	16,581.00		
Revenues					
315 Interest Earned	84.12	84.12	500.00	415.88	16.82
345 SDC Revenue	-	-	-	-	0.00
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	84.12	84.12	500.00	415.88	16.82
Expenditures					
521 Sewer Reserve					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	-	-	0.00
Total Sewer Reserve	-	-	-	-	0.00
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	17,081.00	17,081.00	0.00
Total Other Requirements	-	-	17,081.00	17,081.00	0.00
Total General Fund Expenditures	-	-	17,081.00	17,081.00	0.00
Net Revenues over Expenditures	84.12	84.12	(16,581.00)	(16,665.12)	0.51
Ending Fund Balance		16,682.53	-		



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

TO: Mayor Bennett and Council
FROM: Max Baker, Public Works Director
DATE: September 17, 2024
SUBJECT: Public Works Report

Streets and Parks

Still waiting on an updated quote to repair Stage Roof at Rolling Rock Park. The original quote has expired.

Wakeview Construction LLC will be performing the East First Street repairs beginning October 2nd at 7am. During this time East First Street will be closed from 100 ft West of Trailblaze Ct to 300 ft East of Trailblazer Ct. The road will remain closed until after paving. Anticipated reopening of the road will be the Afternoon of October 3rd. All affected residents immediately adjacent to the project location have been informed and Staff will be notifying again as we get closer to the project.

Staff uncovered and repaired a Storm Sewer line at the end of West Main that had been covered for 30+ years.

Water Treatment Plant/Distribution

Public water systems must conduct an inventory of all service lines, on both the water system side and the homeowner side of the meter, and to submit the results to OHA–Drinking Water Services (DWS) by **October 16, 2024**. We currently have 279 of 515 connections completed. The intent of the service line inventory requirement is to identify those service lines made of lead so that they can be scheduled for removal and replacement.

Staff has received 9 of 10 Lead and Copper samples back from residents. This is a test that occurs every three years.

Wednesday 9/18 is the next scheduled video call regarding the Lookout Point Draw Down and timeline for anticipated Turbidity increases.

Staff repaired a water leak on North Alder Street.

Only one oversized meter (larger than 3/4") is left to be replaced. It is scheduled for after the next round of meter reads on the 20th of this month.

Maggie Osgood Library

Monthly report for August 2024

Submitted by Peggy O’Kane, Library Director

August Activities

During August we finalized summer reading and the book sale.

18 children turned in reading logs. They each received coupons to Stomping Grounds and Bridgetown market as well as their choice of a book and a lanyard from the US Track and Field Olympic trials. The prizes were well received.

The final event of the program was a magic show presented by Dealightful Family entertainment. This was their 2nd year with us. They stayed an hour longer than scheduled at no additional cost.

The book sale was an unequivocal success. Cloe to \$1,200 was raised. We also shipped over 300 books to Thrift Books sale. While we don’t receive a large per book price from Thrift Books it does reduce books going to landfills.

Volunteers spent time working on scanning more items for the digital repository. We received a donation of year books from Lowell High school which we not only digitized but also added to the collection.

Also, during August I did a final scavenger hunt in the old city hall building. I found more craft supplies and other useful odds and ends.

Agenda Item Sheet

City of Lowell City Council

Type of item:	Procurement
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Item title/recommended action:

Motion to authorize the City Administrator to sign a quote and "Total Solutions Agreement" with Pacific Office Automation for the lease of a mailing and inserting machine at \$223.14 per month for 63 months. – Discussion/ Possible action

Justification or background:

At the last meeting, City Council reviewed quotes for mailing and inserting machines. Now, that City Council selected a vendor, staff have obtained the contract for approval, which is on the agenda for this meeting. Staff request authorization to sign the quote and contract. This will be for a 63-month term at \$223.14 per month.

Budget impact:

Expenditure of \$14,057.82 over the life of the contract.

Department or Council sponsor:

Administration

Attachments:

POA "Total Solutions Agreement" and quote.
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Meeting date:	09/17/2024
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PROFESSIONAL SERVICES



FACILITIES MANAGEMENT



PRODUCTION COLOR / B&W / LARGE FORMAT



MAILING / SENDING



MULTI FUNCTION PRINTERS & COPIERS



SECURITY CAMERAS



MANAGED PRINT SERVICES / FLEET



**UNIFIED
COMMUNICATIONS**
(CLOUD / ON-PREMISE)



**MANAGED IT SERVICES & CYBER
SECURITY**
(CLOUD / ON-PREMISE)



SOFTWARE SOLUTIONS
(CLOUD / ON-PREMISE)

Pacific Office Automation (“POA”) offers a wide variety of products and services (collectively “Solutions”) for the purpose of efficient office management. By entering into this Total Solutions Agreement (“TSA” or “Master Agreement”), you (“Customer”) are agreeing to obtain one or more Solutions from POA, all of which are governed by the terms of this Master Agreement. Specifically, you agree to the purchase or lease of any of the Solutions as may be later identified by an Order subsequent to this TSA. Each party acknowledges that it has read this Agreement and agrees that this Agreement supersedes and merges all prior proposals, agreements, and/or understandings between the parties, whether oral or written.

PACIFIC OFFICE AUTOMATION
NAME
TITLE
DATE
SIGNATURE

CUSTOMER
BUSINESS LEGAL NAME
TRADE/DBA NAME
SIGNER NAME & TITLE
DATE
SIGNATURE

By signing this TSA, you agree to terms and conditions on the following pages and that any Solution leased or purchased on any Order will be governed by the Master Agreement General Terms and Conditions, the applicable Master Agreement Additional Terms and Conditions for that particular Solution and the Order Form. You further understand and agree: (a) this Master Agreement is binding, effective, and NON-CANCELABLE upon execution; (b) you fully understand the terms and conditions stated herein, including that additional paperwork or documentation may be required from you to fulfill your obligations under this TSA; and (c) by signing above, you have represented to POA that you actually possess authority to enter this TSA.

POA Total Solutions Agreement - General Terms and Conditions Applicable to all Solutions

Pacific Office Automation and Customer agree as follows:

1. TERM OF AGREEMENT.

This Agreement is effective upon the date of Customer's signature, and unless otherwise stated herein, will remain in force for the term stated on each Order, as integrated hereby. Unless either party provides written notice of non-renewal not more than ninety (90) days and not less than thirty (30) days prior to the expiration of the Solution Order Term, the Solution Order will be automatically renewed for additional, successive one-year terms ("Renewal Term").

2. PRODUCT / SERVICE ADDENDA.

Customer acknowledges that POA provides a variety of Solutions and that the TSA General Terms and Conditions governs the terms and conditions of all POA Solutions. Should there be any conflict in the terms of this TSA and any Order, the terms of the Order shall prevail.

3. FEES AND PAYMENT.

Customer agrees to pay to POA, at a minimum, the monthly payment amount agreed to for any Order executed by Customer, as well as all associated charges for services and hardware (as applicable), and variable usage and non-recurring charges throughout the term and any renewal term. Failure to pay any POA invoices within thirty (30) days may result in an interruption of service. Customer agrees that POA may increase the minimum monthly payment and any image, variable, or use charges each year during any Order term in an amount not to exceed 10% of such charge. Customer agrees to pay any applicable Federal, State, or local taxes, as applicable, to any Order. If an Order includes any third-party software, Customer agrees that POA may increase Customer's payment to reflect any increase made by the third-party software provider to POA.

4. LATE FEES.

If Customer fails to pay any POA invoice within thirty (30) days after the payment due date, Customer shall be obligated to also pay to POA an additional late fee amount of 1.5% per month, or 18% per annum.

5. FINANCING.

Several POA Solutions involve equipment or services that may be leased/financed through POA or through a third-party financing entity. POA agrees to provide reasonable assistance to Customer in order to obtain financing for the purchase or lease of the Solution(s) and customer consents to credit checks; however, financing cannot be guaranteed by POA. Customer remains responsible for the full purchase price of the equipment sold/leased in the event that financing cannot be obtained. If a "sale" price is not specifically indicated in the Addendum, due to anticipation of an agreed-upon lease (monthly) payment, the purchase price will be: the Manufacturer's Suggested Retail Price of the equipment, plus the cost of any lease buyouts, delivery charges, and installation charges, as well as the total amount of any Service/Order Agreement that POA has agreed to provide incidental to the equipment.

6. COOPERATION.

Customer agrees to provide POA with all necessary information to implement any Order. In the event that financing is obtained, Customer hereby agrees to fully cooperate in executing whatever industry standard Lease Financing Agreement(s) required for financing. Additionally, Customer agrees to cooperate in any and all respects necessary to fulfill the intent of this Agreement and any Order including cooperation with delivery and acceptance of POA Solutions as well as cooperation in buyouts, return(s) of equipment, and/or any incidental actions requested by POA. Customer's failure or refusal to enter necessary financing documents shall be considered a material breach of this Agreement, subjecting the Customer to: a) liability for payment in full of the contracted Solution(s); and/or b) POA's ability to enforce the terms of this TSA and any Order. As applicable, Customer agrees to return all leased equipment in full working order at the end of any lease term or renewal term. In the event Customer fails to cooperate in providing necessary information to implement an Order, POA shall have the right to begin billing the Customer the monthly payment amount for the Order.

7. PRIVATE DATA.

Customer shall make arrangements to protect or remove all sensitive and private data that may become stored on Customer's equipment. While POA may provide options for data removal and protection, Customer is solely responsible for selecting an appropriate data removal standard that meets Customer's business needs. POA shall not be liable for damages arising from Customer's failure to fully remove and protect its data and/or the data owned by any third party.

8. APPROPRIATE USE.

Customer agrees that by entering into this Agreement, POA will not assume and should not be exposed to the business and operational risks associated with Customer's business. It is specifically understood that Customer will use the solution ordered solely for lawful and appropriate purposes including all import/exports laws.

9. INTERIM USE.

In the event of partial or staged delivery of any equipment or Solution, POA reserves the right to charge Customer interim rental and usage charges until such time as complete delivery, acceptance and commencement of the initial lease term. The interim rental fee shall be charged on a percentage basis of delivered equipment/solution plus usage charges.

10. MISCELLANEOUS.

- This Agreement shall be governed by laws of the State of Oregon. Customer consents to jurisdiction and venue in Multnomah County, OR for any dispute arising out of this Agreement or any related Order, but POA specifically reserves its right to determine that venue may be more appropriate in the location where the Solution(s) are being used. Should another venue be chosen by POA, the State law controlling that venue shall govern.
- In the event any one or more provisions of this Agreement or any Order is held to be invalid or unenforceable, the enforceability of the remaining provisions shall be unimpaired.
- No modification, amendment, supplement or waiver of this Agreement shall be binding upon the parties hereto unless made in writing and signed by both parties.
- Customer may not assign or dispose of any rights or obligations under this Agreement, any Order, or any financing documents without POA's prior written consent.

11. METER READINGS.

POA offers a DCA and other network-based machine data collection methods for Customer convenience, billing accuracy, and to enhance service effectiveness. Customer agrees that POA will enable a DCA or network monitoring software on applicable Equipment to automatically report Meter Readings. If the Customer's Solution includes Meter Readings but Customer refuses a DCA or networking monitoring software, Customer agrees to provide POA with a timely Meter Reading prior to the end of the month. If the Customer fails to provide POA with a timely Meter Reading, POA reserves the right to estimate Meter Readings and charge Customer an additional fee up to \$50 per machine, per month.

12. SITE ENVIRONMENT.

Customer shall be responsible to ensure the site that any Order is to be installed or used meets the manufacturer's requirements including, but not limited to, space, power, network, temperature, and humidity. Electrical power must meet the voltage, amperage, and electrical noise level requirements. Customer agrees that the site must meet minimum standards to implement the Solution(s). Customer bears sole responsibility to modify or upgrade their site. In the event the site requires any modification or upgrade, the Order shall remain in full effect.

13. DISCLAIMERS.

ALL EQUIPMENT AND SOLUTIONS OFFERED BY POA ARE SUBJECT TO A MANUFACTURER'S WARRANTY. EXCEPT AS SPECIFICALLY PROVIDED BY THE MANUFACTURER(S), POA DISCLAIMS, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL POA BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES, INCLUDING (BUT NOT LIMITED TO) A LOSS OF DATA, LOSS OF REVENUE, AND/OR LOSS OF PROFITS, ARISING OUT OF OR IN CONNECTION WITH THE USE OR INABILITY TO USE THE SERVICE OR EQUIPMENT PROVIDED HEREUNDER. THIS DISCLAIMER APPLIES WHETHER THE CLAIMS ARE MADE BASED ON A THEORY OF BREACH OF CONTRACT, BREACH OF WARRANTY, NEGLIGENCE OR OTHERWISE, EVEN IF POA IS ADVISED IN ADVANCE OF THE POSSIBILITY OF SUCH DAMAGES.

14. REMEDIES.

In the event of a Customer default of this Agreement or any Order, POA may: (a) recover from you, AS LIQUIDATED DAMAGES FOR LOSS OF BARGAIN AND NOT AS A PENALTY, the sum of: (i) all past due and current Minimum Payments, Excess Per Image Charges and other charges; (ii) the present value of all remaining Minimum Payments, Excess Per Image Charges and other charges, discounted at the rate of 6% per annum (or the lowest rate permitted by law, whichever is higher); and (iii)(a) require you to return all of the Equipment at the end of the lease term, or take possession of the equipment; or if (iii)(a) is not satisfied within 30 days of demand, we may recover from you the Fair Market Value of the Equipment; and (b) declare any other agreements between us in default. If we take possession of the Equipment, we shall not be held responsible for any losses directly or indirectly arising out of, or by reason of the presence and/or use of any and all proprietary information residing on or within the Equipment, and POA may charge you for expenses incurred in connection with the enforcement of our remedies including, without limitation, repossession, repair and collection costs, attorneys' fees and court costs. The remedies are cumulative, are in addition to any other remedies provided for by law, may be exercised concurrently or separately. Any failure or delay by us to exercise any right shall not operate as a waiver of any other right or future right.

15. EXCLUSIVE PROVIDER.

Customer agrees that POA shall be its exclusive provider for the Solutions offered. Upon Customer's request, POA will provide a customized price book of the current Solutions offered. In the event that customer is given an industry standard quote by any third party, POA shall have the right of first refusal to beat or meet the quote. If POA can beat or meet the quote, Customer agrees to order the Solution from POA.

Imaging Equipment Service Order *Additional Terms and Conditions*

1. SERVICE / SUPPLY COMMITMENT.

The following are included in POA's Service/Supply Commitment:

- Replacement of all parts found defective or worn as a result of normal equipment use.
- Labor to repair and properly maintain the equipment.
- Preventative maintenance done at intervals specified by the manufacturer.
- Loaner equipment in the event the equipment requires shop work to repair.
- Replacement of photoconductors and heater rollers found defective or worn as a result of normal use.
- Replacement of black and color toner, black developer, brushes, and filters.
- Factory recommended retrofits and improvements in the equipment.

2. TONER SUPPLY.

If toner is included in the Order, the toner will be supplied within the cost per copy charge based upon standard manufacturer's yield. POA may perform an audit to determine consumption levels. In the event actual consumption levels exceed standard toner coverages (10% Mono, 35% Color), POA reserves the right to invoice for excess consumption. Coverage under the One Rate program assumes the device will be operated within manufacturer specifications using standard toner coverages. Not included are paper, staples, and network support. Service calls by POA covered under the Service Order will only be made during the hours of 8 a.m. to 5 p.m., Monday through Friday, excluding holidays. Service requested and performed at any other time will be billed at standard overtime rates.

3. BASE / OVERAGE CHARGES.

Customer agrees to pay POA the base and overage charges agreed to in the Order and agrees that excess images over the allotted base amount during the billing cycle will be billed to Customer at the agreed to rate for overages. If not noted, overages will be charged at POA's book rates. If the Service/Supply Agreement combines two or more pieces of equipment of different operating costs, POA reserves the right to adjust image allocation and pricing to fairly reflect actual usage should the actual usage rate of the equipment vary by more than 10% from the expected usage rates.

4. POA MFP NETWORK SERVICE.

POA MFP Network Service solely provides coverage for services related to the connectivity between the covered equipment and the Customer's Network. MFP Network Service does not provide coverage for services for the Customer's Network itself. Customer shall be solely responsible for the cost of any cables or additional hardware required to connect equipment to a network. POA shall not be responsible for any updates or problems arising after the initial installation due to a change in the Customer's computers and/or Network.

5. WARRANTIES / GUARANTEES.

- Standard Limited Warranty:** POA warrants New, Newly Remanufactured, Newly Reconditioned, and Newly Refurbished equipment to be free of defect in materials and workmanship for a period of 90 days from installation. In addition, POA warrants for New, Newly Remanufactured, Newly Reconditioned, and Newly Refurbished equipment the same warranty for five (5) years if continuously maintained by POA or one of its authorized representatives. These warranties do not extend to replacement of supply items or consumables such as photo conductors, heater rollers, fuser, cleaning kits, toner, developer, or paper. New Equipment shall be defined as equipment with usage up to 5,000 copies. Newly Remanufactured, Newly Reconditioned, and Newly Refurbished shall be defined as equipment that has been remanufactured, reconditioned, and refurbished respectively, to meet standards aligned with original manufacturer specifications and POA's quality standards. Used equipment shall receive a 30 day warranty.
- Response Time Warranty:** POA guarantees four hour average response time for emergency services for equipment that is within fifty miles of POA branch offices. If POA does not perform this guaranteed average response time for a period of one year, Customer will receive, upon written request a 5% credit towards Customer's next service or supply purchase from POA.
- Upgrade, Trade-in:** For all New equipment purchased hereunder and continuously covered under a POA Service Agreement, POA will guarantee a trade in value on New Equipment up to 90% of MSRP during the first 36 months after acquisition and a minimum guaranteed trade in value of 10% thereafter.

Unified Communications Services Order *Additional Terms and Conditions*

1. SCOPE OF SERVICE COVERAGE.

In the event of any service issues, POA will assist Customer with troubleshooting the source of the problem and use reasonable efforts to remedy the issue. Service calls to POA covered under this Agreement will be made during the hours of 8 a.m. to 5 p.m. Monday through Friday, excluding holidays. Service requested and performed at any other time will be billed at standard overtime rates. Some elements key to proper performance, including but not limited to, LAN, wiring, power, firewall, CNAM, directory listings, CPE, and ISP, are beyond the scope of POA's responsibility to repair under this Agreement. Unless Customer purchases a separate Managed UC Services or Managed IT Services Order under which POA is providing the Customer with a Managed Router, CPE and ISP do not fall within the scope of POA's responsibility. While POA will offer telephone support to the Customer in diagnosing service issues outside the direct scope of its responsibility, such as those listed above, their ultimate repair will remain the responsibility of the Customer. Additional Service Levels can be purchased upon request.

2. DOMESTIC/INTERNATIONAL CALLS.

Dial Tone services are included with the Elevate Cloud UC Solution and may be purchased separately for other UC Solutions identified on the Order. Dial Tone service includes unlimited calls to the Continental US, AK, HI, Canada, and Puerto Rico, ("Domestic Calls"). All calls which are not Domestic Calls shall be deemed Long Distance. As applicable, Customer will be charged on a per minute for Long distance and rate will vary based on call destination. If a Customer Solution includes an Auto Attendant, 1,000 minutes per month will be included for calls transferred off net. Customer will be billed for each minute for calls transferred off net above 1,000 minutes.

3. TOLL FREE CALLS.

A Toll-Free bundle of minutes can be purchased and will be specified on the Order. Customers who exceed the number of allowed Toll Free minutes will be charged an excess usage fee on a per minutes basis based on usage. Unused Toll Free minutes shall not carry over from month to month.

4. TOLL FRAUD.

Toll Fraud is the theft of Long Distance calls. Customer should immediately notify POA of suspected Toll Fraud by calling POA's Customer Service phone number. POA is not responsible for Toll Fraud and it is the sole responsibility of the Customer for payment of any charges incurred due to Toll Fraud, abuse, or misuse.

5. LOCAL AREA NUMBERS.

Local Area Telephone Numbers are assigned according to the proximity of the address the Customer provides to POA. It is the Customer's responsibility to confirm whether the assigned numbers are in the local calling area of the Customer. If POA is porting any local or toll-free numbers or is providing new local or toll-free numbers, POA is not liable for any errors or omissions that may arise from the number assignment or porting process, including but not limited to advertising costs and Long Distance fees.

6. UC WARRANTY.

POA hereby warrants for a period of (1) year, from the first day of operation, all equipment listed on the Order to be free of defects in material and workmanship, unless otherwise warranted by the manufacturer. Equipment which has been repaired or serviced by others, abused, altered, improperly handled, refurbished, or used with equipment not installed by POA is not covered under this warranty. Damage due to acts of God, fire, water or riots are not covered by this warranty.

1. COVERAGE.

Details of coverage are outlined on the Managed Service Order and herein. Costs to repair or replace hardware are not covered under the terms of this Agreement. Additional details of support and escalation can be provided upon written request. Services performed outside of standard business hours are not covered by this Agreement and are subject to additional fees. Any onsite service call requested by the Client where no service is necessary will be subject to standard chargeable fees.

2. FEES / PAYMENT.

If the number of users and/or workstations increases or there is an increase in hardware during the term of this Agreement, POA may in its sole discretion automatically adjust the monthly payment amount to reflect any increase. Any and all services requested by the Client that fall outside of the terms of this Agreement will be considered "Projects" and will be quoted and billed as separate, individual services. Customer agrees to pay to POA, at a minimum, the monthly payment amount agreed to for any Order executed by Customer, as well as all cloud variable usage charges, as applicable.

3. MINIMUM STANDARDS REQUIRED FOR SERVICES.

In order to provide effective services under this Agreement, the Customer environment must conform to the following:

- a. All workstation and/or servers with Windows Operating systems must be running a version currently supported by the manufacture and all service packs and critical updates installed.
- b. All server and workstation software must be genuine, licensed, and vendor supported.
- c. The environment must have a currently licensed, up-to-date and vendor supported server based POA approved antivirus solution protecting all servers, workstations, and email.
- d. The environment must have a currently licensed, vendor supported, server based POA approved backup solution that can be monitored, and be able to issue notice of failures and successes.
- e. The environment must have a currently licensed, vendor supported POA approved hardware firewall between the internal network and the internet.
- f. All wireless data traffic in the environment must be securely encrypted.
- g. There must be an outside static IP address assigned to a network device allowing RDP and VPN access. Customer must have an adequate internet connection and speed approved by POA.
- h. Customer must ensure that environment has sufficient power to meet manufacturer's specifications on all hardware devices.
- i. Costs required to bring Customer's environment into compliance with minimum standards is not included in this Agreement. All work associated with bringing Customer's environment with minimum standards must be contracted through and completed by POA.

4. EXCLUDED PRODUCTS AND SERVICES.

Products and services not covered by this Agreement:

- a. Services on parts, equipment, or software not covered by vendor/manufacture warranty or support.
- b. The costs of any parts, equipment, or shipping charges of any kind.
- c. The costs of any software licensing or software renewal or upgrade fees of any kind.
- d. The costs of any third party vendor or manufacturer support or incident fees of any kind.
- e. Failure due to acts of God, building modifications, power failures, or other adverse environmental conditions or factors.
- f. Service or repair made necessary by the alteration or modification of equipment of software other than as authorized by POA.
- g. Maintenance of applications software packages, whether acquired from POA or any other source unless specified on this Agreement.
- h. Programming (modification of software code) and program (software) maintenance.
- i. Training service of any kind.

5. POA IS EXCLUSIVE INFORMATION TECHNOLOGY PROVIDER.

By entering this Agreement, Client agrees that POA is the exclusive provider, manager, and servicer of all Information Technology and similar products and services to Client. Client additionally agrees it will not employ any internal Information Technology personnel during the term of this Agreement.

6. ANTIVIRUS.

Included are basic requirements for Client antivirus protection.

7. MOVES.

One (1) workstation or hardware move per every ten (10) Customer users during every calendar month during the term of the Order. Move time must be scheduled in advance and there is no carryover of any unused Move time from any previous month.

8. RIGHTS AND INTERESTS.

All worldwide intellectual property rights associated with any ideas, concepts, techniques, processes or other work product created by POA during the course of performing the services shall belong exclusively to POA, and Client shall have no right or interest therein, other than as acknowledged in this paragraph. POA hereby grants to Client a royalty-free, nontransferable, nonexclusive license, solely for Client's internal business purposes, to the object code form of any application software programs or other work product created by POA in performing the services, for use solely during the term of this Agreement.

9. DEVELOPMENT TOOLS.

POA will retain all right, title and interest in and to all software development tools, know-how, methodologies, processes, technologies or algorithms used in providing the services which are based on trade secrets or proprietary information of POA, or are otherwise owned or licensed by POA. Licenses will not be deemed to have been granted by either party to any of its patents, trade secrets, trademarks or copyrights except as otherwise expressly provided in this Agreement.

MITs Average Response Times (Business Hours 7:30 am to 5:30 pm)	
Infrastructure Emergency (servers, multiple workstations)	15 minutes
Help Desk Response Time: 7:30 am to 5:30 pm	< 60 minutes
Average On-site Response Time During Business Hours	< 3 hours
Non-critical On-Site Service Related Issues	< 4 hours
Chargeable Service Rate - MITs Customers	
Rate for Standard Hours - 7:30 am to 5:30 pm	Included
Rate for After Hours Service - 5:30 pm to 11:30 pm	At Current Market Rate
Rate for Overnight Service - 11:30 pm to 7:30 am	
Rate for any Holiday Service - All Day	
*Help Desk will try to resolve all issues before dispatching a local technician	

Mailing & Sending Service Order *Additional Terms and Conditions*

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Equipment Warranty: POA warrants New Equipment to be free of defect in materials and workmanship for a period of 90 days from installation. This warranty does not extend to replacement of supply items or consumables.

Response Time Warranty: POA guarantees a four hour average response time for emergency services for equipment that is within fifty miles of POA branch offices. If POA does not meet the guaranteed average response time for a period of one year, Customer, upon written request, will receive a 5% credit towards Customer's next service or supply purchase from POA.

Upgrade, Trade-in, Limited Guarantee: For all New Equipment purchased hereunder and continuously covered under a POA Service/Supply Agreement, POA will guarantee a trade in value on New Equipment sold by POA up to 90% of MSRP during the first 36 months after acquisition and a minimum guaranteed trade in value of 10% thereafter.

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In the event of any service issues, POA will assist Customer with troubleshooting the source of the problem and use reasonable efforts to remedy the issue. Service calls to POA covered under this Agreement will be made during the hours of 8 a.m. to 5 p.m. Monday through Friday, excluding holidays. Service requested and performed at any other time will be billed at standard overtime rates. POA shall provide all labor and parts required for the normal operation and maintenance of the equipment specified in the Order excluding paper and staples. Customer shall be solely responsible for all costs to repair or replace Equipment that is lost, damaged by theft, casualty, misuse, or any other cause other than normal wear and tear.

Managed Cybersecurity Order *Additional Terms and Conditions*

1. COVERAGE.

Details of coverage are outlined on the Managed Cybersecurity Order and/or the Statement of Work. Provided Customer is in full compliance with this Agreement, Customer will (i) have the right to use the Solution during the Term and (ii) have a limited, nontransferable, non-sublicensable, non-exclusive license during the Term to (a) install the object code form of the software, but only in connection with Customer's use of the Solution, (b) use and access the third party cloud service in conjunction with Customer's use of the Solution, and (c) access the Customer's portal, subject to all applicable terms and conditions governing such portal, including the Privacy Policy. Services performed outside of standard business hours are not covered by this Agreement and Order and are subject to additional fees. Any onsite service call requested by the Customer where no service is necessary will be subject to standard chargeable fees.

2. FEES / PAYMENT.

If the number of users and/or workstations increases or there is an increase in hardware during the term of this Agreement, POA may in its sole discretion automatically adjust the monthly payment amount to reflect any increase. Any and all services requested by the Customer that fall outside of the terms of this Agreement and Order will be considered "Projects" and will be quoted and billed as separate, individual services.

3. WARRANTY.

During the term and provided that Customer is in compliance with this Agreement, (i) the solutions provided under this agreement do not infringe or misappropriate any intellectual property rights of any third party, and (ii) the solutions shall substantially perform in all material respects as described in the documentation or statement of work. In the event of any breach of this Section, POA shall, as its sole liability and Customer's sole remedy, repair or replace the solutions that are subject to the warranty claim at no cost to Customer. Except for the warranty described in this section, the solutions are provided without warranty of any kind, express or implied including, but not limited to, the implied warranties or conditions of design, merchantability, fitness for a particular purpose, and any warranties of title. Customer acknowledges that the solutions are provided "as is" and further acknowledge that POA does not warrant (a) the operation of the solutions will be uninterrupted, or error free, (b) the solutions are not vulnerable to fraud or unauthorized use, (c) the features or functionalities of the solution will be available at any time in the future, and (d) the solutions will identify or detect every vulnerability or security issue. Customer is responsible and POA shall have no responsibility for determining that the use of solution complies with applicable laws in the jurisdiction(s) in which client may deploy and use the solutions. POA does not accept liability beyond the remedies set forth herein.

4. MINIMUM STANDARDS REQUIRED FOR SERVICES.

In order to provide effective services under this Agreement, the Customer environment must conform to the following:

- a. All workstations and/or servers with Windows Operating systems must be running a version currently supported by the manufacture and all service packs and critical updates installed.
- b. All server and workstation software must be genuine, licensed, and vendor supported.
- c. The environment must have a currently licensed, up-to-date and vendor supported server and a POA approved antivirus solution protecting all servers, workstations, and e-mail.
- d. The environment must have a currently licensed, vendor supported, backup solution that can be monitored, and be able to issue notice of failures and successes.
- e. The environment must have a currently licensed, vendor supported and POA approved hardware firewall between the internal network and the internet.
- f. All wireless data traffic in the environment must be securely encrypted.
- g. There must be an outside static IP address assigned to a network device allowing RDP and VPN access. Customer must have an adequate internet connection and speed approved by POA.
- h. Customer must ensure that environment has sufficient power to meet manufacturer's specifications on all hardware devices.

Costs required to bring Customer's environment into compliance with minimum standards is not included in this Agreement/Order. All work associated with bringing Customer's environment within the minimum standards must be contracted through and completed by POA.

5. EXCLUDED PRODUCTS AND SERVICES.

Products and services not covered by this Agreement:

- (a) Services on parts, equipment, or software not covered by vendor/manufacture warranty or support.
- (b) Except as provided by this Agreement, the Order, or the Statement of work, the costs of any parts, equipment, or shipping charges of any kind and the cost of any software, licensing, or software renewal or upgrade fees of any kind.
- (c) Failure due to acts of God, building modifications, power failures, or other adverse environmental conditions or factors.
- (d) Service or repair made necessary by the alteration or modification of equipment or software other than as authorized by POA.
- (e) Maintenance of applications software packages, whether acquired from POA or any other source unless specified on this Agreement.
- (f) Programming (modification of software code) and program (software) maintenance.

6. RIGHTS AND INTERESTS.

POA will retain all right, title and interest in and to all software development tools, know-how, methodologies, processes, technologies or algorithms used in providing the services which are based on trade secrets or proprietary information of POA, or are otherwise owned or licensed by POA. Customer understands and agrees that the Licensor of the Solution owns, or has the right to license the Solution and that Customer shall have no right, title or license except as otherwise provided in this Agreement and Order.

Managed Print Services Order *Additional Terms and Conditions*

POA SERVICES.

POA shall provide all labor, parts, and toner required for the normal operation and maintenance of the equipment described in the Order excluding paper, staples, relocation and freight. If toner is included, the toner will be supplied within the base charge based upon the manufacturer's standard yield, with excess toner to be billed at POA's published price. Repairs or maintenance to the equipment caused by casualty or misuse are not covered, and will be billed at POA's standard rates.

3. EQUIPMENT MAINTENANCE.

If POA determines that the equipment cannot be properly maintained in good working order due to age or other factors, POA will submit to Customer an estimate of required reconditioning costs, which will be in addition to the Charges hereunder. If Customer does not authorize the recommended reconditioning, POA may discontinue service for the specified equipment and the Charges here shall be adjusted accordingly.

4. KEY OPERATOR.

Customer agrees to designate and make available a suitable person who will be trained by POA to operate and supervise the operation of the Equipment. Customer shall promptly notify POA if such key operator is no longer available to supervise the operation of the Equipment.

5. ACCESS AND ELECTRICAL REQUIREMENTS.

Customer shall provide POA technicians' access to all sides of the Equipment and the manufacturer's specified electrical power for each piece of Equipment.

6. DAMAGES TO EQUIPMENT.

Customer acknowledges and agrees POA is not an insurer of the Equipment and Customer shall be solely responsible for all costs to repair or replace Equipment that is lost, damaged by theft, casualty, misuse, or any other cause other than normal wear and tear.

Access Controls & Security Cameras Order *Additional Terms and Conditions*

1. POA REPRESENTATIONS AND WARRANTIES.

POA warrants that all new hardware will be substantially free of defects in materials and workmanship for a period of 90 days as well as any additional manufacturer warranties.

2. DISCLAIMERS.

By signing this Agreement, Customer acknowledges and agrees that the equipment listed, including the associated monitoring services, are designed to reduce certain risks of loss, however, POA does not guarantee that no loss or damage will occur. Further, Customer acknowledges and agrees that POA assumes no liability and shall not be liable for any loss or damage sustained by Customer, and Customer covenants not to sue POA for any loss, (economic or non-economic), business loss or interruption, consequential damages (in contract or tort), data corruption or inability to retrieve data, personal injury, or property damage sustained by Customer or any other third party regardless of any failure of the equipment to perform as intended, regardless of whether or not such loss or damage was caused by, or contributed to, any extra contractual or legal duty, strict products liability, POA will not have any liability for permit fees, false alarms, false alarm fines, the manner in which first responders respond, or how alarms are monitored by the call centers or first responders, or refusal of first responders to respond. EXCEPT FOR THE WARRANTIES EXPLICITLY SET FORTH IN THIS AGREEMENT, POA MAKES NO WARRANTIES WHETHER EXPRESS, IMPLIED, OR STATUTORY, REGARDING OR RELATING TO THE PRODUCTS, OR ANY MATERIALS OR SERVICES FURNISHED OR PROVIDED TO CUSTOMER IN CONNECTION WITH THIS AGREEMENT. WITHOUT LIMITING THE FOREGOING, POA HEREBY DISCLAIMS ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, OR TITLE.

Electric Vehicle Charging Stations Order *Additional Terms and Conditions*

1. SERVICE COVERAGE.

In the event of any service issues, POA will assist the Customer with troubleshooting the source of the problem and use reasonable efforts to remedy the issue. Service calls to POA covered under this Agreement will be made during the hours of 8 a.m. to 5 p.m. Monday through Friday, excluding holidays. Service at any other time will be billed at standard overtime rates. Except for any downtime resulting from outages of third-party connections or utilities or other reasons beyond POA's control, POA will ensure the reasonable functionality of the EV equipment. POA guarantees four-hour average response time for services for EV equipment that is within fifty miles of POA branch offices.

2. WARRANTY.

POA hereby warrants for a period of five (5) years, from the first day of installation, all EV equipment listed in this Agreement to be free of defects in material and workmanship, unless otherwise warranted by the manufacturer. EV equipment which has been repaired or serviced by others, abused, altered, improperly handled, refurbished, or used with equipment not installed by POA is not covered under this warranty. Damage due to acts of God, fire, water or riots is not covered by this warranty.



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.

BUSINESS NAME City Of Lowell
 TSA # _____
 ORDER # _____

BILL TO:			PO #	SOLD BY		
70 N Pioneer 107 E 3rd St. Lowell, OR 97452				A. Coleman		
SHIP TO:			CONTACT PHONE #			
107 E. 3rd St. Lowell, OR 97452			541-937-2157			
QTY	ITEM	TYPE	DESCRIPTION	UNIT PRICE	TOTAL	
1	Mailing	New	PostBase Vision A5 - Auto		To be leased	
1	Mailing	New	Attribute Package for A5			
1	Mailing	New	PostBase Vision Autofeeder w/Sealer			
1	Mailing	New	FPI -700 Series Inserter			
MINIMUM MONTHLY PAYMENT (plus applicable taxes) \$			223.14	TERM 63 MONTHS	Device Management	
SERVICE/SUPPLY AGREEMENT	MODELS	MONTHLY MINIMUM NUMBER OF IMAGES	EXCESS PER IMAGE CHARGE	EXCESS BILLING CYCLE		
				<input type="checkbox"/> Monthly	Automated Meter Reading	
				<input type="checkbox"/> Quarterly	Auto Toner Replenishment	
				<input type="checkbox"/> Semi-Annual	Advanced Scanning	
				<input type="checkbox"/> Annual	Security	
					MFP Network Support	
					Power Filter	
CONDITIONS OF SALE, CONTINGENCIES OR COMMENTS					Delivery	Included
Cost includes service. Parts, labor and meter rental					SUBTOTAL	
					SALES TAX	
					TOTAL	To be leased

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

BUSINESS LEGAL NAME _____

SIGNER NAME & TITLE _____

DATE _____

SIGNATURE _____