

**Lowell City Council  
Regular Meeting Agenda  
Tuesday, August 20 at 7:00 P.M.**

Maggie Osgood Library  
70 North Pioneer Street, Lowell, OR 97452

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

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

**Approval of Agenda**

**Consent Agenda:** Council members may request an item be removed from the Consent Agenda to be discussed as the first business item of the meeting.

City Council Regular Meeting Minutes for July 16, 2019

City Council Work Session Minutes for July 16, 2019

City Council Work Session Minutes for August 6, 2019

Check Register for July 2019

**Presentations, Proclamations, and Awards**

1. Yard of the Month Award

**Public Comments:** Speakers will be limited to three (3) minutes. The Council may ask questions but will not engage in discussion or make decisions based on public comment at this time. The Mayor may direct the City Administrator to follow up on comments received. When called, please state your name and address for the record. Direct all comments to the Council through the Mayor.

**Council Comments (three minutes per speaker)**

All speakers are expected to be polite, courteous, and respectful when making their comments. Personal attacks, insults, profanity, and inflammatory comments will not be permitted.
--

**Staff Reports:**

City Administrator Report

Public Works Report

Financial Report

Police Report

**Business Meeting:** Items Removed from Consent Agenda

**Old Business:** None

**New Business:**

1. Resolution 726 – Deferral of System Development Charges – Discussion/Possible Action
2. LOC Annual Conference Voting Delegates – Discussion/Possible Action

**Other Business**

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

## **Mayor Comments**

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

## **Adjourn**

### **Future Meetings / Dates to Remember:**

8/26	Lowell School Board Meeting at 7 PM at the Professional Development Center
8/26	Lowell Planning Commission Meeting at 7 PM at the Maggie Osgood Library
8/27	Blackberry Jam Festival Committee Meeting at 6 PM at Lowell Fire Department
8/31	Movies in the Park at 8 PM at the Banner Bank Amphitheater in Rolling Rock
9/3	Park Lowell City Council Work Session at 7 PM at the Maggie Osgood Library
9/4	Lowell Planning Commission Meeting at 7 PM at the Maggie Osgood Library
9/10	Lowell Fire District Board Meeting at 7 PM at the LRFDP Community Room
9/17	Lowell City Council Meeting at 7 PM at the Maggie Osgood Library

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

**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** August 15, 2019  
**SUBJECT:** Consent Agenda

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

**SUMMARY:**

The Consent Agenda for the August 20, 2019 City Council meeting includes the City Council Meeting Minutes for July 16, 2019, City Council Work Session Minutes for July 16, 2019, Work Session Minutes for August 6, 2019 and Check Register for July 2019.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

1. Motion to approve the consent agenda as presented.
2. Motion to remove an item from the consent agenda and place on the Business Meeting for additional review, discussion or amendment.

**RECOMMENDATION:**

Motion to approve the consent agenda as presented.

**ATTACHMENTS:**

1. City Council Meeting Minutes – July 16, 2019
2. City Council Work Session Minutes – July 16, 2019
3. City Council Work Session Minutes – August 6, 2019
4. Check Register – July 2019

**City of Lowell, Oregon**  
**Minutes of the City Council Regular Session**  
**July 16, 2019**

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

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

**Consent Agenda: Councilor Dragt moved to approve the consent agenda, second by Councilor Harris. PASS 5:0**

**Public Comments:** None

**Council Comments:** None

**City Administrator Report:** CA Cobb reported that the City did not receive the Oregon Parks and Recreation Department Local Government Grant, 3<sup>rd</sup> party building inspection programs are now prohibited and staff is developing a contingency plan for a Building Inspector. Quotes are being solicited for Radar Speed Limit Signs, the City Engineer is developing bid specifications for advanced meter reading infrastructure, gave a review of committee meetings and highlights of League of Oregon Cities.

**Public Works Report:** Max Baker Public Works Director reported on preparation of Rolling Rock Park for BBJ Festival, the City has been approved for DMR electronic submittal, USACE will be performing a Ergo Inspection-Lease agreement at the WTP on July 17<sup>th</sup>, Blue Green Algae bloom appeared in Dexter Reservoir, abatement of 187 East Main was completed and staff continue working on a certification class.

**Financial Report:** Quarterly Financial Report – provided in packet, CA provided explanation.

**Police Report:** June report provided, discussion followed on services provided.

**Old Business: None**

**New Business:**

- **Ordinance 298 – Blackberry Jam Festival** – CA introduced item, **Councilor Harris moved to approve Second Reading of Ordinance 298 by title only, as written, second by Councilor Stratis. PASS 5:0** Mayor Bennett proceeded with the reading of Ordinance 298 by title only. **Councilor Stratis moved to adopt Ordinance 298, as written, second by Councilor Dragt. PASS 5:0**
- **Ordinance 299 – Downtown Master Plan** – CA introduced item. **Councilor Stratis moved to approve Second Reading of Ordinance 299 by title only, as written, second by Councilor Angelini. PASS 5:0** Mayor Bennett proceeded to read Ordinance 299 by title only. **Councilor Harris moved to adopt Ordinance 299, as written, second by Councilor Dragt. PASS 5:0**
- **Resolution 724 – FY 2019/20 Employee Pay Scale** – CA presented information on staff pay scale. **Councilor Dragt moved to approve Resolution 724: A Resolution Making**

**Employee Compensation Adjustments for Fiscal Year 2019-20, as presented. Second by Councilor Angelini. PASS 5:0**

- **Resolution 725 – Small City Allotment Grant Application - CA presented information and application. Councilor Angelini moved to approve Resolution 725: A Resolution in Support of the City of Lowell Applying for the Oregon Department of Transportation 2020 Special City Allotment Grant, as written. Second by Councilor Stratis. PASS 5:0**
- **Main Street Paving Project – Engineering Scope of Services - CA presented information on cost of project. Councilor Stratis moved to approve the engineering scope of services from Civil West Engineering for the Main Street Paving Project in an amount not exceed \$19,820.00, second by Councilor Angelini. PASS 5:0**
- **FY 2019/20 Accounting Services Agreement – CA presented annual contract for Layli Nichols. Councilor Angelini moved to award the accounting services contract to Layli A. Nichols, as submitted, second by Councilor Harris. PASS 5:0**

**Other:** None

**Mayor Comments:** Mayor has been invited in a Disaster Preparedness by the City of Eugene.

**Public Comments:** None

**Adjourn: 8:38 PM**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**City of Lowell, Oregon  
Minutes of the City Council Work Session  
July 16, 2019**

The Work Session was called to order at 6:31 PM by Mayor Bennett.

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

**Work Session Topic(s)**

- 1. Pavement Preservation Plan** - CA Cobb introduced City Engineer, Matt Wadlington of Civil West Engineering Services, Inc. to present on overview of pavement preservation plan. After walking the entire town they identified key projects, concerns with streets, and developed a plan. Main Street and Lakeview Street were identified as a priority.

**Adjourn: 6:59 PM**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**City of Lowell, Oregon**  
**Minutes of the City Council Work Session**  
**August 6, 2019**  
**Maggie Osgood Library**

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

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

**Work Session Topic(s)**

1. **SDC Deferral Resolution** – CA presented information on SDC Deferral Program which has been used many times this past year and now the resolution is sunsetting.
2. **Rental Housing Ordinance** – CA presented current Lowell Ordinance verbiage and Ordinance No. 1000 from Stayton, Rental Housing Code as a sample and information from Portland and their Renter Services Office. Discussion followed. CA will look further into the Building Inspection side of the code and see if it can be improved.
3. **Movies in the Park** – CA presented information that Aaron Graham would like to pursue having movies in the park. We do have the sound equipment, will need a screen and to purchase the rights to show the movie. A popcorn machine was purchased and donated. Discussion followed.
4. **EDC and Park Recommendation for Non-Motorized Recreation Dock** – CA presented information from the committees recommending moving forward with the project. To work with USACE in leasing the property and placing a dock with grant funds. After much discussion, it was stated that more discussion with USACE is needed.
5. **Report on Public Safety Service and Projects** – CA reported that quotes have been received, approx. \$5,000.00 for one fixed sign and one movable sign has been received. Capabilities of the signs were discussed and locations for the signs were discussed. CA will check with the county to see if they will assist with funding. Discussion on further signage, potential increase in patrol hours and speed bumps followed.
6. **Blackberry Jam Festival Recap** – Mayor and Council voiced thoughts on the event and how it went very well. Fire Chief Lon Dragt has offered to host an after-action review event and volunteer appreciation dinner. There was a suggestion to have a visitor survey added to the festival.
7. **Report on FEMA Application** – CA reported he met with FEMA last week, they are working on what items to submit for reimbursement. As of now, approx.. \$20,000.00 in costs incurred qualify, and have more research to do.
8. **Report on Update of System Development Charges** – CA reported that the City Engineer is working on a new update for inflation and deflation index.
9. **Report on Sanipac Franchise Agreement** – CA reported on his communication with Sanipac regarding franchise, rates, yard waste and options available.
10. **Mayor and Council Comments** – Mayor reported on the Mayor’s Round Table meeting, Watershed Council meeting and the Lowell School Board meeting.

**Adjourn: 9:08 PM**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## Report Criteria:

Report type: GL detail  
Check.Type = {<-} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
<b>1609</b>						
07/16/2019	1609	City of Lowell	110-2125	Accounts Payable	Court Revenue	41.25
Total 1609:						41.25
<b>1716</b>						
07/16/2019	1716	Anderson, Nate	314-490-6852	Car Show Exp	Car Show Materials	175.00
Total 1716:						175.00
<b>1717</b>						
07/16/2019	1717	Cash	314-490-6290	Miscellaneous	BBJ Cash	300.00
07/16/2019	1717	Cash	314-490-6816	Quilt Raffle	Cash	50.00
07/16/2019	1717	Cash	314-490-6814	Jam Sales Exp	Cash	50.00
07/16/2019	1717	Cash	314-490-6858	Kidz Korner Exp	Cash	40.00
07/16/2019	1717	Cash	314-490-6854	Fishing Derby Exp	Cash	200.00
07/16/2019	1717	Cash	314-490-6860	Pie Eating Contest Exp	Cash	50.00
Total 1717:						690.00
<b>1718</b>						
07/16/2019	1718	Lowell Mini Storage	314-490-6705	Rent	Storage Rental Unit #L029	80.00
Total 1718:						80.00
<b>1719</b>						
07/16/2019	1719	Oregon Web Press, Inc.	314-490-6224	Festival Advertisement	BBJ Program Print	998.03
Total 1719:						998.03
<b>1720</b>						
07/16/2019	1720	Staples Credit Plan	314-490-6290	Miscellaneous	BBJ Supplies	160.17
Total 1720:						160.17
<b>1721</b>						
07/16/2019	1721	Stratis, Timarion	314-490-6290	Miscellaneous	Grease Pole Materials	255.51
Total 1721:						255.51
<b>1722</b>						
07/16/2019	1722	Bob Whitlatch	314-490-6864	Entertainment Exp	Entertainment	150.00
07/22/2019	1722	Bob Whitlatch	314-490-6864	Entertainment Exp	Entertainment	150.00-
Total 1722:						.00
<b>1723</b>						
07/16/2019	1723	Brian Chevalier	314-490-6864	Entertainment Exp	Entertainment	210.00
07/22/2019	1723	Brian Chevalier	314-490-6864	Entertainment Exp	Entertainment	210.00-
Total 1723:						.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
<b>1724</b>						
07/16/2019	1724	Daniel and the Blonde ( Da	314-490-6864	Entertainment Exp	Entertainment	200.00
07/22/2019	1724	Daniel and the Blonde ( Da	314-490-6864	Entertainment Exp	Entertainment	200.00-
Total 1724:						.00
<b>1725</b>						
07/16/2019	1725	Jeremy Stafford	314-490-6864	Entertainment Exp	Entertainment	500.00
07/22/2019	1725	Jeremy Stafford	314-490-6864	Entertainment Exp	Entertainment	500.00-
Total 1725:						.00
<b>1726</b>						
07/16/2019	1726	Kelly Thibodeaux	314-490-6864	Entertainment Exp	Entertainment	500.00
07/22/2019	1726	Kelly Thibodeaux	314-490-6864	Entertainment Exp	Entertainment	500.00-
Total 1726:						.00
<b>1727</b>						
07/16/2019	1727	Nathan Chestnut	314-490-6864	Entertainment Exp	Entertainment	300.00
07/22/2019	1727	Nathan Chestnut	314-490-6864	Entertainment Exp	Entertainment	300.00-
Total 1727:						.00
<b>1728</b>						
07/16/2019	1728	Robert Jacobs	314-490-6864	Entertainment Exp	Entertainment	300.00
07/22/2019	1728	Robert Jacobs	314-490-6864	Entertainment Exp	Entertainment	300.00-
Total 1728:						.00
<b>1729</b>						
07/16/2019	1729	Todd Waddell	314-490-6864	Entertainment Exp	Entertainment	1,600.00
07/22/2019	1729	Todd Waddell	314-490-6864	Entertainment Exp	Entertainment	1,600.00-
Total 1729:						.00
<b>1730</b>						
07/22/2019	1730	City of Lowell	314-385-4895	Miscellaneous Revenue	Transfer Funds to General	15,000.00
Total 1730:						15,000.00
<b>15404</b>						
07/02/2019	15404	Cascade Columbia	230-490-6750	Chemicals & Lab Supplies	Tote of Pass C	1,966.87
07/02/2019	15404	Cascade Columbia	240-490-6750	Chemicals & Lab Supplies	Drums of Hypo and Thiosulfate	859.79
Total 15404:						2,826.66
<b>15405</b>						
07/02/2019	15405	Caselle	312-490-6122	IT Services	Contract Support and Maintenance	179.55
07/02/2019	15405	Caselle	240-490-6122	IT Services	Contract Support and Maintenance	5,925.15
07/02/2019	15405	Caselle	230-490-6122	IT Services	Contract Support and Maintenance	5,925.15
07/02/2019	15405	Caselle	110-410-6122	IT Services	Contract Support and Maintenance	5,925.15
Total 15405:						17,955.00
<b>15406</b>						
07/02/2019	15406	City of Lowell	110-410-6420	Water Services	Water Service	44.62

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
07/02/2019	15406	City of Lowell	110-410-6425	Sewer Services	Sewer Service	87.76
07/02/2019	15406	City of Lowell	110-420-6420	Water Services	Water Service	63.28
07/02/2019	15406	City of Lowell	110-420-6425	Sewer Services	Sewer Service	117.02
07/02/2019	15406	City of Lowell	110-450-6420	Water Services	Water Service	14.87
07/02/2019	15406	City of Lowell	110-450-6425	Sewer Services	Sewer Service	29.26
07/02/2019	15406	City of Lowell	230-490-6420	Water Services	Water Service	37.86
07/02/2019	15406	City of Lowell	230-490-6425	Sewer Services	Sewer Service	58.51
07/02/2019	15406	City of Lowell	240-490-6420	Water Services	Water Service	1,599.12
07/02/2019	15406	City of Lowell	240-490-6425	Sewer Services	Sewer Service	526.59
Total 15406:						2,578.89
<b>15407</b>						
07/02/2019	15407	LiftOff LLC	110-410-6122	IT Services	Office 365	2,208.00
07/02/2019	15407	LiftOff LLC	110-450-6122	IT Services	Office 365	288.00
07/02/2019	15407	LiftOff LLC	230-490-6122	IT Services	Office 365	172.80
07/02/2019	15407	LiftOff LLC	240-490-6122	IT Services	Office 365	172.80
07/02/2019	15407	LiftOff LLC	312-490-6122	IT Services	Office 365	86.40
Total 15407:						2,928.00
<b>15408</b>						
07/02/2019	15408	OAWU	230-490-6220	Publications, Printing & Du	Annual Membership	125.84
07/02/2019	15408	OAWU	240-490-6220	Publications, Printing & Du	Annual Membership	125.84
Total 15408:						251.68
<b>15409</b>						
07/02/2019	15409	One Call Concepts	240-490-6330	Other Repair & Maintenanc	Fee for Locates	29.92
07/02/2019	15409	One Call Concepts	230-490-6330	Other Repair & Maintenanc	Fee for Locates	29.93
Total 15409:						59.85
<b>15410</b>						
07/02/2019	15410	Oregon RAIN	110-410-6128	Other Contract Services	Rural Economic Development Support	5,000.00
Total 15410:						5,000.00
<b>15411</b>						
07/02/2019	15411	Sanders, Tim	240-490-6128	Other Contract Services	Monthly DRC Fee for Collections	300.00
Total 15411:						300.00
<b>15412</b>						
07/02/2019	15412	USA Blue Book	230-490-6324	Equipment Repair & Maint	Hypo pump repair Kit	181.00
Total 15412:						181.00
<b>15413</b>						
07/02/2019	15413	Verizon Wireless	110-410-6440	Telephone Services	Cell Phone	46.64
07/02/2019	15413	Verizon Wireless	230-490-6440	Telephone Services	Cell Phone	46.64
07/02/2019	15413	Verizon Wireless	240-490-6440	Telephone Services	Cell Phone	46.64
Total 15413:						139.92
<b>15415</b>						
07/16/2019	15415	Betty Leavitt	230-490-6420	Water Services	Final Bill Refund	11.17

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15415:						11.17
<b>15416</b>						
07/16/2019	15416	Caselle	110-410-6122	IT Services	Contract Support and Maintenance	299.10
07/16/2019	15416	Caselle	230-490-6122	IT Services	Contract Support and Maintenance	299.10
07/16/2019	15416	Caselle	240-490-6122	IT Services	Contract Support and Maintenance	299.10
07/16/2019	15416	Caselle	312-490-6122	IT Services	Contract Support and Maintenance	99.70
Total 15416:						997.00
<b>15417</b>						
07/16/2019	15417	Century Link	110-410-6440	Telephone Services	Telephone Service	152.38
07/16/2019	15417	Century Link	230-490-6440	Telephone Services	Telephone Service	184.72
07/16/2019	15417	Century Link	230-490-6435	Internet Services	Internet Service	70.00
07/16/2019	15417	Century Link	240-490-6440	Telephone Services	Telephone Service	79.36
Total 15417:						486.46
<b>15418</b>						
07/16/2019	15418	CenturyLink Business Serv	110-410-6440	Telephone Services	Telephone Service	4.58
Total 15418:						4.58
<b>15419</b>						
07/16/2019	15419	Civil West Engineering	240-490-6116	Engineering Services	Engineering Service	2,055.00
07/16/2019	15419	Civil West Engineering	110-440-6116	Engineering Services	Engineering Service	1,200.00
Total 15419:						3,255.00
<b>15420</b>						
07/16/2019	15420	Consolidated Supplys	230-490-6712	Operations & Supplies	Hot tap	492.49
Total 15420:						492.49
<b>15421</b>						
07/16/2019	15421	DCBS-Fiscal Services	110-440-6524	Building Permit Costs	Surcharge on Building Permits	8,059.08
07/16/2019	15421	DCBS-Fiscal Services	110-440-6525	Electrical Permit Costs	Surcharge on Electrical Permits	679.20
Total 15421:						8,738.28
<b>15422</b>						
07/16/2019	15422	Graham, Aaron	110-450-6128	Other Contract Services	Design	250.00
Total 15422:						250.00
<b>15423</b>						
07/16/2019	15423	Hunter Communications	110-410-6435	Internet Services	Internet Service	77.47
07/16/2019	15423	Hunter Communications	110-450-6435	Internet Services	Internet Service	77.47
Total 15423:						154.94
<b>15424</b>						
07/16/2019	15424	Lane Council of Governme	110-410-6240	Travel & Training	Regional Managers Catering	32.10
Total 15424:						32.10

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
07/16/2019	15425	Lane County Waste Mgmt.	110-460-6445	Refuse Services	Garbage Disposal	274.84
Total 15425:						274.84
<b>15426</b>						
07/16/2019	15426	Lane Forest Products	110-450-6320	Building Repair & Maintena	Landscape fabric & bark	562.00
07/16/2019	15426	Lane Forest Products	230-490-6330	Other Repair & Maintenanc	Round Rock	66.00
Total 15426:						628.00
<b>15427</b>						
07/16/2019	15427	Mid Valley Tractor	110-420-6710	Gas & Oil	diesel fuel	53.37
Total 15427:						53.37
<b>15428</b>						
07/16/2019	15428	Northwest Code Profession	110-440-6524	Building Permit Costs	Building Permit Cost	5,096.51
07/16/2019	15428	Northwest Code Profession	110-440-6525	Electrical Permit Costs	Electrical Permit Cost	603.75
Total 15428:						5,700.26
<b>15429</b>						
07/16/2019	15429	Pacific Office Automation In	110-410-6128	Other Contract Services	Postage Machine	35.00
07/16/2019	15429	Pacific Office Automation In	230-490-6128	Other Contract Services	Postage Machine	70.00
07/16/2019	15429	Pacific Office Automation In	240-490-6128	Other Contract Services	Postage Machine	70.00
Total 15429:						175.00
<b>15430</b>						
07/16/2019	15430	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Lab	616.50
Total 15430:						616.50
<b>15431</b>						
07/16/2019	15431	SaniPac	110-410-6445	Refuse Services	Refuse Services	8.21
07/16/2019	15431	SaniPac	110-420-6445	Refuse Services	Refuse Services	22.50
07/16/2019	15431	SaniPac	110-450-6445	Refuse Services	Refuse Services	8.21
07/16/2019	15431	SaniPac	230-490-6445	Refuse Services	Refuse Services	18.92
07/16/2019	15431	SaniPac	240-490-6445	Refuse Services	Refuse Services	18.92
Total 15431:						76.76
<b>15432</b>						
07/16/2019	15432	Staples Credit Plan	230-490-6230	Office Supplies/Equipment	Office Supplies	78.68
07/16/2019	15432	Staples Credit Plan	240-490-6230	Office Supplies/Equipment	Office Supplies	78.68
07/16/2019	15432	Staples Credit Plan	110-420-6234	General Supplies	General Supplies	187.26
Total 15432:						344.62
<b>15433</b>						
07/16/2019	15433	Sunbelt Rentals	240-490-6330	Other Repair & Maintenanc	20kw generator rental	1,894.08
Total 15433:						1,894.08
<b>15434</b>						
07/16/2019	15434	U.S. Equipment Finance	110-410-6124	Copier Contract	Copier Contract	147.98

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15434:						147.98
<b>15435</b>						
07/22/2019	15435	Bob Whitlatch	314-490-6864	Entertainment Exp	Entertainment	150.00
Total 15435:						150.00
<b>15436</b>						
07/22/2019	15436	Brian Chevalier	314-490-6864	Entertainment Exp	Entertainment	210.00
Total 15436:						210.00
<b>15437</b>						
07/22/2019	15437	Daniel And The Blonde	314-490-6864	Entertainment Exp	Entertainment	200.00
Total 15437:						200.00
<b>15438</b>						
07/22/2019	15438	Jeremy Stafford	314-490-6864	Entertainment Exp	Entertainment	500.00
Total 15438:						500.00
<b>15439</b>						
07/22/2019	15439	Kelly Thibodeaux	314-490-6864	Entertainment Exp	Entertainment	500.00
Total 15439:						500.00
<b>15440</b>						
07/22/2019	15440	Nathan Chestnut	314-490-6864	Entertainment Exp	Entertainment	300.00
Total 15440:						300.00
<b>15441</b>						
07/22/2019	15441	Robert Jacobs	314-490-6864	Entertainment Exp	Entertainment	300.00
Total 15441:						300.00
<b>15442</b>						
07/22/2019	15442	Ron Gorman	314-490-6852	Car Show Exp	T-Shirts Car Show	2,117.50
Total 15442:						2,117.50
<b>15443</b>						
07/22/2019	15443	Todd Waddell	314-490-6864	Entertainment Exp	Entertainment	1,600.00
Total 15443:						1,600.00
<b>15444</b>						
07/22/2019	15444	City of Lowell	314-385-4895	Miscellaneous Revenue	Transfer Funds to General	15,000.00
07/22/2019	15444	City of Lowell	314-385-4895	Miscellaneous Revenue	Transfer Funds to General	15,000.00
Total 15444:						.00
<b>15445</b>						
07/30/2019	15445	Voided Check	110-410-6290	Miscellaneous	Void Check	.01-
07/30/2019	15445	Voided Check	110-410-6290	Miscellaneous	Void Check	.01

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15445:						.00
<b>15446</b>						
07/30/2019	15446	Voided Check	110-410-6290	Miscellaneous	Void Check	.01-
07/30/2019	15446	Voided Check	110-410-6290	Miscellaneous	Void Check	.01
Total 15446:						.00
<b>15447</b>						
07/30/2019	15447	Voided Check	110-410-6290	Miscellaneous	Void Check	.01-
07/30/2019	15447	Voided Check	110-410-6290	Miscellaneous	Void Check	.01
Total 15447:						.00
<b>15448</b>						
07/30/2019	15448	Anderson, Nate	314-490-6852	Car Show Exp	Car Show Materials	645.20
Total 15448:						645.20
<b>15449</b>						
07/30/2019	15449	Banner Bank	314-490-6122	IT Services	One Box	15.05
07/30/2019	15449	Banner Bank	110-410-6230	Office Supplies/Equipment	Amazon	22.95
07/30/2019	15449	Banner Bank	110-420-6324	Equipment Repair & Maint	Amazon	265.96
07/30/2019	15449	Banner Bank	110-410-6122	IT Services	MSFT	100.00
07/30/2019	15449	Banner Bank	240-490-6320	Building Repair & Maintena	WWTP Cameras	596.42
07/30/2019	15449	Banner Bank	110-420-6320	Building Repair & Maintena	Loxex	135.41
Total 15449:						1,135.79
<b>15450</b>						
07/30/2019	15450	CIS Trust	110-410-6128	Other Contract Services	Property/Liability Renewal	5,968.33
07/30/2019	15450	CIS Trust	110-420-6128	Other Contract Services	Property/Liability Renewal	1,989.44
07/30/2019	15450	CIS Trust	230-490-6128	Other Contract Services	Property/Liability Renewal	5,968.33
07/30/2019	15450	CIS Trust	240-490-6128	Other Contract Services	Property/Liability Renewal	5,968.33
07/30/2019	15450	CIS Trust	240-490-5320	Worker's Comp	Workers Compensation Allocation	1,025.64
07/30/2019	15450	CIS Trust	230-490-5320	Worker's Comp	Workers Compensation Allocation	1,025.64
07/30/2019	15450	CIS Trust	312-490-5320	Worker's Comp	Workers Compensation Allocation	236.69
07/30/2019	15450	CIS Trust	110-480-5320	Worker's Comp	Workers Compensation Allocation	17.53
07/30/2019	15450	CIS Trust	110-460-5320	Worker's Comp	Workers Compensation Allocation	17.53
07/30/2019	15450	CIS Trust	110-450-5320	Worker's Comp	Workers Compensation Allocation	26.30
07/30/2019	15450	CIS Trust	110-440-5320	Worker's Comp	Workers Compensation Allocation	17.53
07/30/2019	15450	CIS Trust	110-420-5320	Worker's Comp	Workers Compensation Allocation	210.39
07/30/2019	15450	CIS Trust	110-410-5320	Worker's Comp	Workers Compensation Allocation	52.60
Total 15450:						22,524.28
<b>15451</b>						
07/30/2019	15451	Lane Community College P	314-490-6224	Festival Advertisement	BBJ Festival Posters	69.26
Total 15451:						69.26
<b>15452</b>						
07/30/2019	15452	Lane Council of Governme	110-410-6112	Legal Services	Legal Services	155.40
07/30/2019	15452	Lane Council of Governme	110-440-6522	Land Use & Development	Planning Service IGA	4,895.98

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15452:						5,051.38
<b>15453</b>						
07/30/2019	15453	Lane Electric Cooperative	110-450-6430	Electricity Services	Electricity	56.76
07/30/2019	15453	Lane Electric Cooperative	240-490-6430	Electricity Services	Electricity	754.63
07/30/2019	15453	Lane Electric Cooperative	230-490-6430	Electricity Services	Electricity	1,561.80
07/30/2019	15453	Lane Electric Cooperative	110-410-6430	Electricity Services	Electricity	170.28
07/30/2019	15453	Lane Electric Cooperative	110-470-6326	Covered Bridge Maintenanc	Electricity	58.45
07/30/2019	15453	Lane Electric Cooperative	110-420-6430	Electricity Services	Electricity	53.18
07/30/2019	15453	Lane Electric Cooperative	312-490-6430	Electricity Services	Electricity	1,180.55
Total 15453:						3,835.65
<b>15454</b>						
07/30/2019	15454	Liu, Steve	230-2520	Utility Deposits	Deposit Refund	20.94
Total 15454:						20.94
<b>15455</b>						
07/30/2019	15455	Nichols Layli	110-410-6114	Financial Services	Consulting Services	766.50
07/30/2019	15455	Nichols Layli	312-490-6114	Financial Services	Consulting Services	255.50
07/30/2019	15455	Nichols Layli	230-490-6114	Financial Services	Consulting Services	766.50
07/30/2019	15455	Nichols Layli	240-490-6114	Financial Services	Consulting Services	766.50
07/30/2019	15455	Nichols Layli	240-490-6114	Financial Services	Consulting Services	198.25
07/30/2019	15455	Nichols Layli	230-490-6114	Financial Services	Consulting Services	198.25
07/30/2019	15455	Nichols Layli	312-490-6114	Financial Services	Consulting Services	66.08
07/30/2019	15455	Nichols Layli	110-410-6114	Financial Services	Consulting Services	198.25
Total 15455:						3,215.83
<b>15456</b>						
07/30/2019	15456	Pallin, Dale	314-490-6812	Food Booth Exp	BBJ Food Vendor Refund	150.00
Total 15456:						150.00
<b>15457</b>						
07/30/2019	15457	Pam Baumann	314-490-6810	Craft/Commercial Booth Ex	Orange Mark Down	26.85
Total 15457:						26.85
<b>15458</b>						
07/30/2019	15458	Stratis, Timarion	314-490-6860	Pie Eating Contest Exp	Pie Eating Materials	283.72
07/30/2019	15458	Stratis, Timarion	314-490-6290	Miscellaneous	Grease Pole Materials	75.19
Total 15458:						358.91
Grand Totals:						116,865.98

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	41.28	46,875.66-	46,834.38-
110-410-5320	52.60	.00	52.60

GL Account	Debit	Credit	Proof
110-410-6112	155.40	.00	155.40
110-410-6114	964.75	.00	964.75
110-410-6122	8,532.25	.00	8,532.25
110-410-6124	147.98	.00	147.98
110-410-6128	11,003.33	.00	11,003.33
110-410-6230	22.95	.00	22.95
110-410-6240	32.10	.00	32.10
110-410-6290	.03	.03-	.00
110-410-6420	44.62	.00	44.62
110-410-6425	87.76	.00	87.76
110-410-6430	170.28	.00	170.28
110-410-6435	77.47	.00	77.47
110-410-6440	203.60	.00	203.60
110-410-6445	8.21	.00	8.21
110-420-5320	210.39	.00	210.39
110-420-6128	1,989.44	.00	1,989.44
110-420-6234	187.26	.00	187.26
110-420-6320	135.41	.00	135.41
110-420-6324	265.96	.00	265.96
110-420-6420	63.28	.00	63.28
110-420-6425	117.02	.00	117.02
110-420-6430	53.18	.00	53.18
110-420-6445	22.50	.00	22.50
110-420-6710	53.37	.00	53.37
110-440-5320	17.53	.00	17.53
110-440-6116	1,200.00	.00	1,200.00
110-440-6522	4,895.98	.00	4,895.98
110-440-6524	13,155.59	.00	13,155.59
110-440-6525	1,282.95	.00	1,282.95
110-450-5320	26.30	.00	26.30
110-450-6122	288.00	.00	288.00
110-450-6128	250.00	.00	250.00
110-450-6320	562.00	.00	562.00
110-450-6420	14.87	.00	14.87
110-450-6425	29.26	.00	29.26
110-450-6430	56.76	.00	56.76
110-450-6435	77.47	.00	77.47
110-450-6445	8.21	.00	8.21
110-460-5320	17.53	.00	17.53
110-460-6445	274.84	.00	274.84
110-470-6326	58.45	.00	58.45
110-480-5320	17.53	.00	17.53
230-2125	.00	19,377.14-	19,377.14-
230-2520	20.94	.00	20.94
230-490-5320	1,025.64	.00	1,025.64
230-490-6114	964.75	.00	964.75
230-490-6122	6,397.05	.00	6,397.05
230-490-6128	6,038.33	.00	6,038.33
230-490-6220	125.84	.00	125.84
230-490-6230	78.68	.00	78.68
230-490-6324	181.00	.00	181.00
230-490-6330	95.93	.00	95.93
230-490-6420	49.03	.00	49.03
230-490-6425	58.51	.00	58.51
230-490-6430	1,561.80	.00	1,561.80
230-490-6435	70.00	.00	70.00
230-490-6440	231.36	.00	231.36
230-490-6445	18.92	.00	18.92

GL Account	Debit	Credit	Proof
230-490-6712	492.49	.00	492.49
230-490-6750	1,966.87	.00	1,966.87
240-2125	.00	24,007.26-	24,007.26-
240-490-5320	1,025.64	.00	1,025.64
240-490-6114	964.75	.00	964.75
240-490-6116	2,055.00	.00	2,055.00
240-490-6122	6,397.05	.00	6,397.05
240-490-6128	6,338.33	.00	6,338.33
240-490-6220	125.84	.00	125.84
240-490-6230	78.68	.00	78.68
240-490-6320	596.42	.00	596.42
240-490-6330	1,924.00	.00	1,924.00
240-490-6420	1,599.12	.00	1,599.12
240-490-6425	526.59	.00	526.59
240-490-6430	754.63	.00	754.63
240-490-6440	126.00	.00	126.00
240-490-6445	18.92	.00	18.92
240-490-6750	859.79	.00	859.79
240-490-6755	616.50	.00	616.50
312-2125	.00	2,104.47-	2,104.47-
312-490-5320	236.69	.00	236.69
312-490-6114	321.58	.00	321.58
312-490-6122	365.65	.00	365.65
312-490-6430	1,180.55	.00	1,180.55
314-2125	18,760.00	43,261.48-	24,501.48-
314-385-4895	30,000.00	15,000.00-	15,000.00
314-490-6122	15.05	.00	15.05
314-490-6224	1,067.29	.00	1,067.29
314-490-6290	790.87	.00	790.87
314-490-6705	80.00	.00	80.00
314-490-6810	26.85	.00	26.85
314-490-6812	150.00	.00	150.00
314-490-6814	50.00	.00	50.00
314-490-6816	50.00	.00	50.00
314-490-6852	2,937.70	.00	2,937.70
314-490-6854	200.00	.00	200.00
314-490-6858	40.00	.00	40.00
314-490-6860	333.72	.00	333.72
314-490-6864	7,520.00	3,760.00-	3,760.00
999-1111	.00	.00	.00
Grand Totals:	<u>154,386.04</u>	<u>154,386.04-</u>	<u>.00</u>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

GL Account

Debit

Credit

Proof

---

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

---

## AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** August 15, 2019  
**SUBJECT:** Yard of the Month Award

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

**SUMMARY:**

On August 1, the Parks and Recreation Committee awarded the Yard of the Month for August to Lori Ann Kernutt of 465 D Street. Recipients of the designation receive a certificate, \$25 gift card, and a yard sign for the following month. The City would like to congratulate Lori for her efforts.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

N/A

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. Yard of the Month Program
2. Pictures of 465 D Street

Published on *Lowell Oregon* (<https://www.ci.lowell.or.us>)

## Yard of the Month Program



In May 2018, the City is starting a Yard of the Month Program. The goal of the program is to award and recognize the efforts of Lowell residents who take pride in their home and landscape, while inspiring others to do the same.

### Award Information

- The Parks and Recreation Committee will select one home each month.
- The Committee will judge only the portion of the yard viewed from the street.
- The Yard of the Month program will start in May and end in October.
- The Committee will place a Yard of the Month sign in each winning yard for a month.
- Each resident may nominate any yard and landscape within the City, including their own.
- Each yard may only win the Yard of the Month award once in a calendar year.
- City Council and staff are ineligible for the program.

### Evaluation Criteria

The Parks and Recreation Committee will use the following criteria when choosing a Yard of the Month. These are only guidelines and the Committee will make a final decision based on the evidence that shows the homeowner's pride in his or her yard:

- Yard is well-groomed
- Landscape is attractive, with a variety of plants, shrubs, trees and materials
- Buildings, fences, porches, and patios on the property are in good repair
- Yard is free of litter, junk and debris (no appliances or indoor furniture on porches or patios)
- Yard is free of inoperable or junked motor vehicles
- House numbers are displayed attractively
- Extra consideration may be given to properties that have invested extra effort using attractive art pieces, potted plants, birdhouses, patio or lawn furniture, windsocks, or decorative mailboxes

### Nominations

To nominate a yard, please send an email to [yardofthemonth@ci.lowell.or.us](mailto:yardofthemonth@ci.lowell.or.us) <sup>[1]</sup> with the property address. Nominated property owners will be contacted and may elect to withdraw from consideration. Staff will take photographs of participating properties and submit to the Parks and Recreation Committee for review and consideration.

### Award

A specially designed "Yard of the Month" sign placed in the winning front yard for one month, a certificate of recognition to the homeowner signed by the Mayor and presented at a Council meeting.

If you have any questions, please contact City Hall via email at [yardofthemonth@ci.lowell.or.us](mailto:yardofthemonth@ci.lowell.or.us) <sup>[1]</sup> or by phone 541-937-2157.

**Source URL:** <https://www.ci.lowell.or.us/code/page/yard-month-program>

### Links

<sup>[1]</sup> <https://www.ci.lowell.or.us/code/page/yard-month-program>



465



465





465

## AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** August 15, 2019  
**SUBJECT:** City Administrator Report

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

**SUMMARY:**

The attached City Administrator Report is for the period of July 13 – August 15. The report covers the following topics: Business Organization, FEMA Grant Application, Movies in the Park, Safe Routes to School Grant, Code Assistance Grant, Planning Commission Vacancies, Committee Meetings, Project Updates and League of Oregon Cities Highlights.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. City Administrator Report



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

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** August 15, 2019  
**SUBJECT:** City Administrator Report

### **Business Organization**

Staff has a meeting with Rural Development Initiatives, Oregon RAIN, and a member of the organizing committee on Friday, August 23 to discuss next steps for establishing a business organization to serve the Highway 58 corridor. The goal is to host a networking event this fall.

### **FEMA Grant Application**

Staff attended a half-day scoping meeting with FEMA to start the grant process. Our FEMA representative explained the types of cleanup and damages that are eligible for funding, which includes debris removal, emergency protective measures (i.e. generators), building and equipment repair. Notably, snow removal is ineligible. Staff plans to request reimbursement for tree and debris removal, electrical repairs, rental equipment, generator fuel, replacement of the lift station generator, and the purchase of the dump trailer. FEMA will reimburse up to 75% of these project costs.

### **Movies in the Park**

Several weeks ago, a parks volunteer approached staff about hosting a movie in Rolling Rock Park. The City owns a sound system and projector; the movie license fee (\$435) has been donated, as well as a popcorn machine and supplies (\$273). The only additional cost was for the screen (\$600). Our Parks and Recreation Committee is proud to present Avengers: Endgame on Saturday, August 31 at 7:00 p.m. at the Banner Bank Amphitheater. Popcorn and light refreshments will be provided.

### **Safe Routes to School Grant**

Earlier this year Lane County, the City of Lowell and Lowell School District partnered to apply for SRTS funding to improve North Shore Drive and Moss Street. Unfortunately, the project was not funded. Staff was recently informed, however, that non-infrastructure SRTS funds have been secured for a coordinator dedicated to providing bicycle and pedestrian safety. This is a new program and both the Superintendent and I are proud that the Lowell School District was selected to serve as the pilot. The program also improves our chances at future SRTS infrastructure funding for downtown bicycle and pedestrian improvements.

### **Code Assistance Grant**

The Oregon Department of Land Conservation and Development has awarded the City of Lowell a Code Assistance Grant. This grant will be used to implement the new Downtown Master Plan and update the Land Development Code. LCOG will serve as the consultant and will be paid directly from DLCD for their work.

### **Planning Commission Vacancies**

There are two openings on the Planning Commission. Two members resigned due to relocation. The openings have been advertised in the in two editions of The Bridge Newsletter and on the City website.

### **Committee Meetings**

- *Blackberry Jam Festival Committee* – The Committee will hold a debriefing and volunteer appreciation dinner at the Lowell Fire Department on August 27 at 6:00 p.m.

### **Project Updates**

- *Community Facilities Study* – A draft of the Community Facilities Study has been completed. The next step is for the Downtown Master Plan Committee to review the study and provide comments.
- *Parks and Recreation Master Plan* – The consultants are preparing the comprehensive plan amendments and documentation for a public hearing by the Planning Commission.
- *Rolling Rock Park Improvements* – Staff is preparing an informal solicitation for quotes to develop a phasing plan for Rolling Rock Park Improvements. This procurement method is required by Code, since the contract is estimated to exceed \$5,000.
- *Main Street Overlay* – The City Engineer, Matt Wadlington with Civil West, is working on the plans and bid documents.

### **League of Oregon Cities Highlights**

*FAQ on Oregon's New Rent Control Law Now Available* – The document answers questions related to SB 608, which sets new limits on when landlords may terminate tenancies and the amount in which landlord may increase rent. Landlords and renters may access the FAQ directly at <https://www.orcities.org/application/files/9915/6470/3542/FAQ-SB-608-Rent-Control.pdf> or visit [www.orcities.org](http://www.orcities.org).

*PERS Board Adopts Emergency Rules* – The Public Employee Retirement System (PERS) Board has adopted a set of emergency rules in order to implement the provisions of SB 1049, which deals with side account matching. Cities are advised to please take the time to read the [draft rules](#) and [sign up for email notices](#) from the agency.

The rules address several technical issues, but of primary concern to cities are the rules relating to the Employer Incentive Fund (EIF). The EIF was established to provide a 25% match for cash contributions to employer side-accounts. Employers whose unfunded liability is greater than 200% of payroll will be eligible to apply for matching funds beginning September 3 of this year. All

other employers will be able to apply beginning in December. The LOC will be making direct notifications to cities that will be eligible to apply in September.

The Legislature appropriated \$100 million in general fund revenues into the EIF during the 2019 session, and these rules only apply to that allocation and will be distributed on a first-come first-serve basis. Subsequent rule makings will deal with the distribution of lottery sports action betting revenue, which was also allocated by the Legislature, however it is currently unclear when and how much money this will generate.

## AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Max Baker, Public Works Director  
**DATE:** August 15, 2019  
**SUBJECT:** Public Works Report

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

**SUMMARY:**

The attached Public Works Report is for the period of July 13 – August 15. The report covers the following topics: Streets and Parks, Wastewater Treatment Plant and Water Treatment Plant.

**FISCAL IMPACT:**

N/A

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. Public Works Report



**Public Works Department**  
P.O. Box 490 Lowell, OR 97452  
Phone: 541-937-2157  
Fax: 541-937-2936  
Email: [mbaker@ci.lowell.or.us](mailto:mbaker@ci.lowell.or.us)

---

**TO:** Mayor Bennett and Council  
**FROM:** Max Baker, Public Works Director  
**DATE:** August 16, 2019  
**SUBJECT:** Public Works Report

### **Streets and Parks**

Staff installed a new 2" service connection for Paul Fisher Park irrigation system. All American landscape will schedule a time to install their valves and test the system.

Thanks to all the volunteers for the help provided before and after BBJ. My Staff and I greatly appreciated it.

Also, we would like to thank the volunteers who spent time at the New Library restoring the grass. It looks great!

Park inspections are complete for August.

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

The blower system for the digesters at the sewer plant has completely failed due to blower pump failure. The failure of the system caused a strong odor for about three days. Staff tried to troubleshoot and repair the blower, again causing odor, but concluded the blower is beyond repair and needs to be replaced. A replacement blower has been ordered.

The replacement generator for the lift station has arrived and will be installed as soon as the electrician has an opening.

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

All cyanotoxin sample results are all still non-detects. Staff continues to feed activated carbon to prevent taste and odor. Although there is not a bloom visible all over the lake, there is some spots around the shoreline where algae can be seen.

## AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** August 15, 2019  
**SUBJECT:** Monthly Financial Report

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

**SUMMARY:**

The Monthly Financial Report for July is attached for your review.

**FISCAL IMPACT:**

None.

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. July Revenue and Expenditure reports

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
110-310-4112	.00	.00	142,768.00	142,768.00	.0
110-310-4114	288.72	288.72	5,293.00	5,004.28	5.5
	<u>288.72</u>	<u>288.72</u>	<u>148,061.00</u>	<u>147,772.28</u>	<u>.2</u>
<u>INVESTMENT EARNINGS</u>					
110-315-4125	15.71	15.71	6,130.00	6,114.29	.3
	<u>15.71</u>	<u>15.71</u>	<u>6,130.00</u>	<u>6,114.29</u>	<u>.3</u>
<u>INTERGOVERNMENTAL</u>					
110-320-4132	.00	.00	10,421.00	10,421.00	.0
110-320-4134	111.49	111.49	1,000.00	888.51	11.2
110-320-4136	1,507.65	1,507.65	20,564.00	19,056.35	7.3
110-320-4145	5.47	5.47	300.00	294.53	1.8
110-320-4148	.00	.00	5,200.00	5,200.00	.0
	<u>1,624.61</u>	<u>1,624.61</u>	<u>37,485.00</u>	<u>35,860.39</u>	<u>4.3</u>
<u>GRANT REVENUES</u>					
110-325-4151	.00	.00	1,050,000.00	1,050,000.00	.0
110-325-4152	.00	.00	9,832.00	9,832.00	.0
110-325-4154	.00	.00	1,000.00	1,000.00	.0
110-325-4158	.00	.00	1,000.00	1,000.00	.0
	<u>.00</u>	<u>.00</u>	<u>1,061,832.00</u>	<u>1,061,832.00</u>	<u>.0</u>
<u>FRANCHISE FEES</u>					
110-330-4310	.00	.00	4,388.00	4,388.00	.0
110-330-4312	.00	.00	47,298.00	47,298.00	.0
110-330-4314	.00	.00	4,000.00	4,000.00	.0
110-330-4316	.00	.00	1,706.00	1,706.00	.0
	<u>.00</u>	<u>.00</u>	<u>57,392.00</u>	<u>57,392.00</u>	<u>.0</u>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSES &amp; PERMITS</u>					
110-335-4352 LAND USE & DEVELOPMENT	292.00	292.00	13,500.00	13,208.00	2.2
110-335-4354 MISC PERMITS & LICENSES	110.00	110.00	250.00	140.00	44.0
110-335-4356 BUILDING PERMIT FEES	329.00	329.00	40,634.00	40,305.00	.8
110-335-4358 ELECTRICAL PERMIT FEES	1,444.80	1,444.80	6,095.00	4,650.20	23.7
110-335-4360 DOG LICENSES	52.00	52.00	700.00	648.00	7.4
TOTAL LICENSES & PERMITS	2,227.80	2,227.80	61,179.00	58,951.20	3.6
<u>CHARGES FOR SERVICE</u>					
110-340-4410 COPY, FAX, NOTARY & RESEARCH	90.71	90.71	100.00	9.29	90.7
110-340-4413 LIBRARY MEMBERSHIPS	.00	.00	1,250.00	1,250.00	.0
110-340-4415 LIBRARY BUSINESS SERVICES	.00	.00	500.00	500.00	.0
110-340-4417 LIEN SEARCHES	60.00	60.00	350.00	290.00	17.1
110-340-4419 ELECTION FILING FEES	.00	.00	50.00	50.00	.0
110-340-4421 SDC/CET ADMIN FEE	259.95	259.95	2,200.00	1,940.05	11.8
110-340-4423 PAY STATION REVENUE	.00	.00	100.00	100.00	.0
TOTAL CHARGES FOR SERVICE	410.66	410.66	4,550.00	4,139.34	9.0
<u>SDC REVENUE</u>					
110-345-4511 PARKS REIMBURSEMENT SDC	47.00	47.00	387.00	340.00	12.1
TOTAL SDC REVENUE	47.00	47.00	387.00	340.00	12.1
<u>FINES &amp; FORFEITURES</u>					
110-350-4625 MUNICIPAL COURT REVENUE	.00	.00	2,942.00	2,942.00	.0
TOTAL FINES & FORFEITURES	.00	.00	2,942.00	2,942.00	.0
<u>REIMBURSEMENT REVENUE</u>					
110-365-4752 REIMBURSEMENT REVENUE	.00	.00	5,000.00	5,000.00	.0
TOTAL REIMBURSEMENT REVENUE	.00	.00	5,000.00	5,000.00	.0
<u>OTHER REVENUE</u>					
110-370-4825 LIBRARY DONATIONS	.00	.00	1,000.00	1,000.00	.0
TOTAL OTHER REVENUE	.00	.00	1,000.00	1,000.00	.0

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
110-385-4895 MISCELLANEOUS REVENUE	15,000.46	15,000.46	2,500.00	( 12,500.46)	600.0
TOTAL MISCELLANEOUS REVENUE	15,000.46	15,000.46	2,500.00	( 12,500.46)	600.0
TOTAL FUND REVENUE	19,614.96	19,614.96	1,388,458.00	1,368,843.04	1.4

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
110-410-5110 CITY ADMINISTRATOR	693.33	693.33	17,305.00	16,611.67	4.0
110-410-5112 FINANCE CLERK	220.24	220.24	.00	( 220.24)	.0
110-410-5114 CITY CLERK	.00	.00	5,153.00	5,153.00	.0
110-410-5158 MAINTENANCE WORKER I	78.61	78.61	1,824.00	1,745.39	4.3
110-410-5220 OVERTIME	.00	.00	193.00	193.00	.0
110-410-5315 SOCIAL SECURITY/MEDICARE	75.90	75.90	2,195.00	2,119.10	3.5
110-410-5320 WORKER'S COMP	52.96	52.96	179.00	126.04	29.6
110-410-5350 UNEMPLOYMENT	.00	.00	1,733.00	1,733.00	.0
110-410-5410 HEALTH INSURANCE	.00	.00	3,582.00	3,582.00	.0
110-410-5450 PUBLIC EMPLOYEES RETIREMENT	114.10	114.10	4,220.00	4,105.90	2.7
110-410-6110 AUDITING	.00	.00	4,419.00	4,419.00	.0
110-410-6112 LEGAL SERVICES	155.40	155.40	5,000.00	4,844.60	3.1
110-410-6114 FINANCIAL SERVICES	964.75	964.75	3,749.00	2,784.25	25.7
110-410-6122 IT SERVICES	8,532.25	8,532.25	5,753.00	( 2,779.25)	148.3
110-410-6124 COPIER CONTRACT	147.98	147.98	2,000.00	1,852.02	7.4
110-410-6128 OTHER CONTRACT SERVICES	11,003.33	11,003.33	2,371.00	( 8,632.33)	464.1
110-410-6210 INSURANCE & BONDS	.00	.00	6,115.00	6,115.00	.0
110-410-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	6,900.00	6,900.00	.0
110-410-6222 NEWSLETTER EXPENDITURE	.00	.00	1,200.00	1,200.00	.0
110-410-6226 POSTAGE	.00	.00	750.00	750.00	.0
110-410-6228 PUBLIC NOTICES	.00	.00	1,000.00	1,000.00	.0
110-410-6230 OFFICE SUPPLIES/EQUIPMENT	22.95	22.95	1,000.00	977.05	2.3
110-410-6234 GENERAL SUPPLIES	.00	.00	1,000.00	1,000.00	.0
110-410-6238 BANK SERVICE CHARGES	.00	.00	1,000.00	1,000.00	.0
110-410-6240 TRAVEL & TRAINING	32.10	32.10	1,500.00	1,467.90	2.1
110-410-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
110-410-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
110-410-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	100.00	100.00	.0
110-410-6334 NON-CAPITALIZED ASSETS	.00	.00	2,000.00	2,000.00	.0
110-410-6420 WATER SERVICES	44.62	44.62	200.00	155.38	22.3
110-410-6425 SEWER SERVICES	87.76	87.76	150.00	62.24	58.5
110-410-6430 ELECTRICITY SERVICES	170.28	170.28	550.00	379.72	31.0
110-410-6435 INTERNET SERVICES	77.47	77.47	315.00	237.53	24.6
110-410-6440 TELEPHONE SERVICES	203.60	203.60	342.00	138.40	59.5
110-410-6445 REFUSE SERVICES	8.21	8.21	90.00	81.79	9.1
110-410-6510 COUNCIL EXPENDITURE	.00	.00	2,000.00	2,000.00	.0
110-410-6512 STATE ETHICS COMMISSION	.00	.00	600.00	600.00	.0
110-410-6792 REIMBURSABLE EXPENDITURE	.00	.00	5,000.00	5,000.00	.0
110-410-8225 BUILDINGS & FACILITIES	.00	.00	90,000.00	90,000.00	.0
<b>TOTAL ADMINISTRATION</b>	<b>22,685.84</b>	<b>22,685.84</b>	<b>182,988.00</b>	<b>160,302.16</b>	<b>12.4</b>

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS &amp; RECREATION</u>					
110-420-5110 CITY ADMINISTRATOR	173.33	173.33	4,328.00	4,154.67	4.0
110-420-5150 PUBLIC WORKS DIRECTOR	148.51	148.51	3,374.00	3,225.49	4.4
110-420-5152 UTILITY WORKER I	161.50	161.50	3,276.00	3,114.50	4.9
110-420-5154 UTILITY WORKER II	.00	.00	3,276.00	3,276.00	.0
110-420-5156 UTILITY WORKER III	130.00	130.00	.00	( 130.00)	.0
110-420-5158 MAINTENANCE WORKER I	393.01	393.01	9,118.00	8,724.99	4.3
110-420-5220 OVERTIME	.00	.00	1,351.00	1,351.00	.0
110-420-5315 SOCIAL SECURITY/MEDICARE	76.99	76.99	2,217.00	2,140.01	3.5
110-420-5320 WORKER'S COMP	210.97	210.97	1,709.00	1,498.03	12.3
110-420-5350 UNEMPLOYMENT	.00	.00	1,861.00	1,861.00	.0
110-420-5410 HEALTH INSURANCE	.00	.00	4,316.00	4,316.00	.0
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	100.78	100.78	4,262.00	4,161.22	2.4
110-420-6128 OTHER CONTRACT SERVICES	1,989.44	1,989.44	1,000.00	( 989.44)	198.9
110-420-6234 GENERAL SUPPLIES	187.26	187.26	2,000.00	1,812.74	9.4
110-420-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
110-420-6320 BUILDING REPAIR & MAINTENANCE	135.41	135.41	2,500.00	2,364.59	5.4
110-420-6324 EQUIPMENT REPAIR & MAINTENANCE	265.96	265.96	1,000.00	734.04	26.6
110-420-6330 OTHER REPAIR & MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
110-420-6334 NON-CAPITALIZED ASSETS	.00	.00	2,000.00	2,000.00	.0
110-420-6339 MAINTENANCE - NELSON LAND DONA	.00	.00	500.00	500.00	.0
110-420-6420 WATER SERVICES	63.28	63.28	5,150.00	5,086.72	1.2
110-420-6425 SEWER SERVICES	117.02	117.02	1,439.00	1,321.98	8.1
110-420-6430 ELECTRICITY SERVICES	53.18	53.18	614.00	560.82	8.7
110-420-6445 REFUSE SERVICES	22.50	22.50	288.00	265.50	7.8
110-420-6710 GAS & OIL	53.37	53.37	812.00	758.63	6.6
110-420-8520 PARKS IMPROVEMENTS	.00	.00	790,000.00	790,000.00	.0
<b>TOTAL PARKS &amp; RECREATION</b>	<b>4,282.51</b>	<b>4,282.51</b>	<b>851,891.00</b>	<b>847,608.49</b>	<b>.5</b>
<u>POLICE</u>					
110-430-6118 POLICE SERVICES	.00	.00	30,561.00	30,561.00	.0
110-430-6334 NON-CAPITALIZED ASSETS	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL POLICE</b>	<b>.00</b>	<b>.00</b>	<b>35,561.00</b>	<b>35,561.00</b>	<b>.0</b>

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
110-440-5110 CITY ADMINISTRATOR	173.33	173.33	4,325.00	4,151.67	4.0
110-440-5112 FINANCE CLERK	110.12	110.12	.00	( 110.12)	.0
110-440-5114 CITY CLERK	.00	.00	2,577.00	2,577.00	.0
110-440-5220 OVERTIME	.00	.00	97.00	97.00	.0
110-440-5315 SOCIAL SECURITY/MEDICARE	21.69	21.69	628.00	606.31	3.5
110-440-5320 WORKER'S COMP	17.62	17.62	14.00	( 3.62)	125.9
110-440-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-440-5410 HEALTH INSURANCE	.00	.00	1,314.00	1,314.00	.0
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	32.59	32.59	1,207.00	1,174.41	2.7
110-440-6116 ENGINEERING SERVICES	1,200.00	1,200.00	500.00	( 700.00)	240.0
110-440-6128 OTHER CONTRACT SERVICES	.00	.00	10,000.00	10,000.00	.0
110-440-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	100.00	100.00	.0
110-440-6226 POSTAGE	.00	.00	250.00	250.00	.0
110-440-6240 TRAVEL & TRAINING	.00	.00	500.00	500.00	.0
110-440-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-440-6522 LAND USE & DEVELOPMENT COSTS	4,895.98	4,895.98	10,125.00	5,229.02	48.4
110-440-6524 BUILDING PERMIT COSTS	13,155.59	13,155.59	31,282.00	18,126.41	42.1
110-440-6525 ELECTRICAL PERMIT COSTS	1,282.95	1,282.95	4,650.00	3,367.05	27.6
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>20,889.87</b>	<b>20,889.87</b>	<b>68,327.00</b>	<b>47,437.13</b>	<b>30.6</b>
<u>LIBRARY</u>					
110-450-5130 LIBRARIAN/SPECIAL EVENTS	.00	.00	11,700.00	11,700.00	.0
110-450-5158 MAINTENANCE WORKER I	78.61	78.61	.00	( 78.61)	.0
110-450-5315 SOCIAL SECURITY/MEDICARE	6.01	6.01	1,049.00	1,042.99	.6
110-450-5320 WORKER'S COMP	26.36	26.36	50.00	23.64	52.7
110-450-5350 UNEMPLOYMENT	.00	.00	741.00	741.00	.0
110-450-5450 PUBLIC EMPLOYEES RETIREMENT	9.04	9.04	2,017.00	2,007.96	.5
110-450-6122 IT SERVICES	288.00	288.00	7,440.00	7,152.00	3.9
110-450-6128 OTHER CONTRACT SERVICES	250.00	250.00	2,000.00	1,750.00	12.5
110-450-6226 POSTAGE	.00	.00	50.00	50.00	.0
110-450-6230 OFFICE SUPPLIES/EQUIPMENT	.00	.00	500.00	500.00	.0
110-450-6234 GENERAL SUPPLIES	.00	.00	1,500.00	1,500.00	.0
110-450-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-450-6320 BUILDING REPAIR & MAINTENANCE	562.00	562.00	100.00	( 462.00)	562.0
110-450-6334 NON-CAPITALIZED ASSETS	.00	.00	1,000.00	1,000.00	.0
110-450-6420 WATER SERVICES	14.87	14.87	1,200.00	1,185.13	1.2
110-450-6425 SEWER SERVICES	29.26	29.26	732.00	702.74	4.0
110-450-6430 ELECTRICITY SERVICES	56.76	56.76	3,600.00	3,543.24	1.6
110-450-6435 INTERNET SERVICES	77.47	77.47	2,100.00	2,022.53	3.7
110-450-6440 TELEPHONE SERVICES	.00	.00	300.00	300.00	.0
110-450-6445 REFUSE SERVICES	8.21	8.21	600.00	591.79	1.4
110-450-6530 SUMMER READING PROGRAM	.00	.00	1,000.00	1,000.00	.0
110-450-8225 BUILDINGS & FACILITIES	.00	.00	302,000.00	302,000.00	.0
<b>TOTAL LIBRARY</b>	<b>1,406.59</b>	<b>1,406.59</b>	<b>339,929.00</b>	<b>338,522.41</b>	<b>.4</b>

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CODE ENFORCEMENT</u>					
110-460-5110 CITY ADMINISTRATOR	173.33	173.33	4,326.00	4,152.67	4.0
110-460-5150 PUBLIC WORKS DIRECTOR	148.51	148.51	3,374.00	3,225.49	4.4
110-460-5315 SOCIAL SECURITY/MEDICARE	24.62	24.62	691.00	666.38	3.6
110-460-5320 WORKER'S COMP	17.65	17.65	307.00	289.35	5.8
110-460-5350 UNEMPLOYMENT	.00	.00	573.00	573.00	.0
110-460-5410 HEALTH INSURANCE	.00	.00	1,439.00	1,439.00	.0
110-460-5450 PUBLIC EMPLOYEES RETIREMENT	37.01	37.01	1,328.00	1,290.99	2.8
110-460-6128 OTHER CONTRACT SERVICES	.00	.00	2,500.00	2,500.00	.0
110-460-6234 GENERAL SUPPLIES	.00	.00	100.00	100.00	.0
110-460-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
110-460-6445 REFUSE SERVICES	274.84	274.84	.00	( 274.84)	.0
<b>TOTAL CODE ENFORCEMENT</b>	<b>675.96</b>	<b>675.96</b>	<b>14,738.00</b>	<b>14,062.04</b>	<b>4.6</b>
<u>TOURISM</u>					
110-470-6128 OTHER CONTRACT SERVICES	.00	.00	1,000.00	1,000.00	.0
110-470-6224 MARKETING	.00	.00	2,000.00	2,000.00	.0
110-470-6226 POSTAGE	.00	.00	100.00	100.00	.0
110-470-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-470-6326 COVERED BRIDGE MAINTENANCE	58.45	58.45	5,000.00	4,941.55	1.2
110-470-6327 COMMUNITY GRANT PROGRAM	.00	.00	3,000.00	3,000.00	.0
<b>TOTAL TOURISM</b>	<b>58.45</b>	<b>58.45</b>	<b>11,350.00</b>	<b>11,291.55</b>	<b>.5</b>
<u>MUNICIPAL COURT</u>					
110-480-5110 CITY ADMINISTRATOR	173.33	173.33	4,325.00	4,151.67	4.0
110-480-5112 FINANCE CLERK	110.12	110.12	.00	( 110.12)	.0
110-480-5114 CITY CLERK	.00	.00	2,577.00	2,577.00	.0
110-480-5220 OVERTIME	.00	.00	97.00	97.00	.0
110-480-5315 SOCIAL SECURITY/MEDICARE	21.69	21.69	628.00	606.31	3.5
110-480-5320 WORKER'S COMP	17.62	17.62	14.00	( 3.62)	125.9
110-480-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-480-5410 HEALTH INSURANCE	.00	.00	1,314.00	1,314.00	.0
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	32.59	32.59	1,207.00	1,174.41	2.7
110-480-6120 JUDGE CONTRACT	.00	.00	1,250.00	1,250.00	.0
110-480-6128 OTHER CONTRACT SERVICES	.00	.00	1,500.00	1,500.00	.0
110-480-6226 POSTAGE	.00	.00	50.00	50.00	.0
110-480-6238 BANK SERVICE CHARGES	.00	.00	200.00	200.00	.0
110-480-6560 STATE ASSESSMENTS	.00	.00	500.00	500.00	.0
<b>TOTAL MUNICIPAL COURT</b>	<b>355.35</b>	<b>355.35</b>	<b>14,170.00</b>	<b>13,814.65</b>	<b>2.5</b>

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
110-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	13,668.00	13,668.00	.0
110-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	18,601.00	18,601.00	.0
<b>TOTAL DEBT SERVICE</b>	<b>.00</b>	<b>.00</b>	<b>32,269.00</b>	<b>32,269.00</b>	<b>.0</b>
<u>OTHER REQUIREMENTS</u>					
110-900-9150 TRANSFER TO EQUIPMENT FUND	.00	.00	6,000.00	6,000.00	.0
110-900-9590 CONTINGENCY	.00	.00	55,502.00	55,502.00	.0
110-900-9895 RESERVED FOR FUTURE USE - PARK	.00	.00	7,500.00	7,500.00	.0
<b>TOTAL OTHER REQUIREMENTS</b>	<b>.00</b>	<b>.00</b>	<b>69,002.00</b>	<b>69,002.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>50,354.57</b>	<b>50,354.57</b>	<b>1,620,225.00</b>	<b>1,569,870.43</b>	<b>3.1</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 30,739.61)</b>	<b>( 30,739.61)</b>	<b>( 231,767.00)</b>	<b>( 201,027.39)</b>	<b>( 13.3)</b>

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>INVESTMENT EARNINGS</u>					
230-315-4125 INTEREST EARNED	.00	.00	2,902.00	2,902.00	.0
TOTAL INVESTMENT EARNINGS	.00	.00	2,902.00	2,902.00	.0
<u>LICENSES &amp; PERMITS</u>					
230-335-4370 WATER/SEWER CONNECTION PERMIT	.00	.00	2,000.00	2,000.00	.0
TOTAL LICENSES & PERMITS	.00	.00	2,000.00	2,000.00	.0
<u>CHARGES FOR SERVICE</u>					
230-340-4425 WATER/SEWER SALES	33,713.40	33,713.40	333,048.00	299,334.60	10.1
230-340-4426 BULK WATER SALES	.00	.00	500.00	500.00	.0
230-340-4430 WATER/SEWER CONNECTION FEES	.00	.00	2,000.00	2,000.00	.0
230-340-4435 FIRE HYDRANT FEE	333.86	333.86	4,337.00	4,003.14	7.7
230-340-4450 WATER/SEWER PENALTIES	270.00	270.00	.00	( 270.00)	.0
TOTAL CHARGES FOR SERVICE	34,317.26	34,317.26	339,885.00	305,567.74	10.1
<u>SDC REVENUE</u>					
230-345-4531 WATER REIMBURSEMENT SDC	745.00	745.00	8,568.00	7,823.00	8.7
TOTAL SDC REVENUE	745.00	745.00	8,568.00	7,823.00	8.7
<u>LOAN PAYMENTS &amp; PROCEEDS</u>					
230-360-4225 LOAN PROCEEDS	.00	.00	175,000.00	175,000.00	.0
TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	175,000.00	175,000.00	.0
<u>MISCELLANEOUS REVENUE</u>					
230-385-4895 MISCELLANEOUS REVENUE	35.00	35.00	5,000.00	4,965.00	.7
TOTAL MISCELLANEOUS REVENUE	35.00	35.00	5,000.00	4,965.00	.7
TOTAL FUND REVENUE	35,097.26	35,097.26	533,355.00	498,257.74	6.6

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
230-490-5110 CITY ADMINISTRATOR	953.33	953.33	23,796.00	22,842.67	4.0
230-490-5112 FINANCE CLERK	880.96	880.96	.00 (	880.96)	.0
230-490-5114 CITY CLERK	.00	.00	20,613.00	20,613.00	.0
230-490-5150 PUBLIC WORKS DIRECTOR	1,262.32	1,262.32	28,680.00	27,417.68	4.4
230-490-5152 UTILITY WORKER I	686.38	686.38	13,923.00	13,236.62	4.9
230-490-5154 UTILITY WORKER II	.00	.00	13,923.00	13,923.00	.0
230-490-5156 UTILITY WORKER III	552.50	552.50	.00 (	552.50)	.0
230-490-5158 MAINTENANCE WORKER I	117.90	117.90	2,735.00	2,617.10	4.3
230-490-5220 OVERTIME	.00	.00	6,516.00	6,516.00	.0
230-490-5315 SOCIAL SECURITY/MEDICARE	340.68	340.68	9,882.00	9,541.32	3.5
230-490-5320 WORKER'S COMP	1,027.44	1,027.44	5,934.00	4,906.56	17.3
230-490-5350 UNEMPLOYMENT	.00	.00	8,736.00	8,736.00	.0
230-490-5410 HEALTH INSURANCE	.00	.00	29,720.00	29,720.00	.0
230-490-5450 PUBLIC EMPLOYEES RETIREMENT	448.61	448.61	18,996.00	18,547.39	2.4
230-490-6110 AUDITING	.00	.00	4,419.00	4,419.00	.0
230-490-6112 LEGAL SERVICES	.00	.00	500.00	500.00	.0
230-490-6114 FINANCIAL SERVICES	964.75	964.75	3,749.00	2,784.25	25.7
230-490-6116 ENGINEERING SERVICES	.00	.00	80,000.00	80,000.00	.0
230-490-6122 IT SERVICES	6,397.05	6,397.05	5,381.00 (	1,016.05)	118.9
230-490-6128 OTHER CONTRACT SERVICES	6,038.33	6,038.33	2,000.00 (	4,038.33)	301.9
230-490-6210 INSURANCE & BONDS	.00	.00	6,115.00	6,115.00	.0
230-490-6220 PUBLICATIONS, PRINTING & DUES	125.84	125.84	1,000.00	874.16	12.6
230-490-6226 POSTAGE	.00	.00	1,707.00	1,707.00	.0
230-490-6230 OFFICE SUPPLIES/EQUIPMENT	78.68	78.68	1,281.00	1,202.32	6.1
230-490-6234 GENERAL SUPPLIES	.00	.00	2,699.00	2,699.00	.0
230-490-6238 BANK SERVICE CHARGES	.00	.00	2,825.00	2,825.00	.0
230-490-6240 TRAVEL & TRAINING	.00	.00	1,500.00	1,500.00	.0
230-490-6290 MISCELLANEOUS	.00	.00	1,500.00	1,500.00	.0
230-490-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
230-490-6324 EQUIPMENT REPAIR & MAINTENANCE	181.00	181.00	1,000.00	819.00	18.1
230-490-6330 OTHER REPAIR & MAINTENANCE	95.93	95.93	15,329.00	15,233.07	.6
230-490-6334 NON-CAPITALIZED ASSETS	.00	.00	1,500.00	1,500.00	.0
230-490-6420 WATER SERVICES	49.03	49.03	1,697.00	1,647.97	2.9
230-490-6425 SEWER SERVICES	58.51	58.51	723.00	664.49	8.1
230-490-6430 ELECTRICITY SERVICES	1,561.80	1,561.80	19,254.00	17,692.20	8.1
230-490-6435 INTERNET SERVICES	70.00	70.00	865.00	795.00	8.1
230-490-6440 TELEPHONE SERVICES	231.36	231.36	3,886.00	3,654.64	6.0
230-490-6445 REFUSE SERVICES	18.92	18.92	233.00	214.08	8.1
230-490-6710 GAS & OIL	.00	.00	1,602.00	1,602.00	.0
230-490-6712 OPERATIONS & SUPPLIES	492.49	492.49	.00 (	492.49)	.0
230-490-6750 CHEMICALS & LAB SUPPLIES	1,966.87	1,966.87	21,349.00	19,382.13	9.2
230-490-6755 WATER/SEWER ANALYSIS	.00	.00	2,842.00	2,842.00	.0
<b>TOTAL NON-DEPARTMENTAL</b>	<b>24,600.68</b>	<b>24,600.68</b>	<b>370,910.00</b>	<b>346,309.32</b>	<b>6.6</b>

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
230-700-8540 WATER SYSTEMS IMPROVEMTS	.00	.00	175,000.00	175,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	175,000.00	175,000.00	.0
<u>DEBT SERVICE</u>					
230-800-7110 LOAN PRINCIPAL	.00	.00	15,794.00	15,794.00	.0
230-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	1,367.00	1,367.00	.0
230-800-7122 LOAN PRINCIPAL - SPWF	.00	.00	4,265.00	4,265.00	.0
230-800-7124 LOAN PRINCIPAL - RD	.00	.00	16,093.00	16,093.00	.0
230-800-7510 LOAN INTEREST	.00	.00	1,483.00	1,483.00	.0
230-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	1,860.00	1,860.00	.0
230-800-7522 LOAN INTEREST - SPWF	.00	.00	3,157.00	3,157.00	.0
230-800-7524 LOAN INTEREST - RD	.00	.00	23,292.00	23,292.00	.0
TOTAL DEBT SERVICE	.00	.00	67,311.00	67,311.00	.0
<u>OTHER REQUIREMENTS</u>					
230-900-9120 TRANSFER TO WATER RESERVE FUND	.00	.00	3,938.00	3,938.00	.0
230-900-9150 TRANSFER TO EQUIPMENT FUND	.00	.00	6,000.00	6,000.00	.0
230-900-9590 CONTINGENCY	.00	.00	55,311.00	55,311.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	65,249.00	65,249.00	.0
TOTAL FUND EXPENDITURES	24,600.68	24,600.68	678,470.00	653,869.32	3.6
NET REVENUE OVER EXPENDITURES	10,496.58	10,496.58	( 145,115.00)	( 155,611.58)	7.2

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>INVESTMENT EARNINGS</u>					
240-315-4125	.00	.00	3,640.00	3,640.00	.0
	.00	.00	3,640.00	3,640.00	.0
<u>LICENSES &amp; PERMITS</u>					
240-335-4370	115.00	115.00	920.00	805.00	12.5
	115.00	115.00	920.00	805.00	12.5
<u>CHARGES FOR SERVICE</u>					
240-340-4425	29,968.14	29,968.14	394,156.00	364,187.86	7.6
240-340-4450	265.00	265.00	.00	( 265.00)	.0
	30,233.14	30,233.14	394,156.00	363,922.86	7.7
<u>SDC REVENUE</u>					
240-345-4541	618.00	618.00	4,944.00	4,326.00	12.5
	618.00	618.00	4,944.00	4,326.00	12.5
<u>MISCELLANEOUS REVENUE</u>					
240-385-4895	.00	.00	4,500.00	4,500.00	.0
	.00	.00	4,500.00	4,500.00	.0
<u>TRANSFERS IN</u>					
240-390-4955	.00	.00	12,724.00	12,724.00	.0
	.00	.00	12,724.00	12,724.00	.0
	30,966.14	30,966.14	420,884.00	389,917.86	7.4

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
240-490-5110 CITY ADMINISTRATOR	953.36	953.36	23,796.00	22,842.64	4.0
240-490-5112 FINANCE CLERK	880.95	880.95	.00	( 880.95)	.0
240-490-5114 CITY CLERK	.00	.00	20,613.00	20,613.00	.0
240-490-5150 PUBLIC WORKS DIRECTOR	1,262.31	1,262.31	28,680.00	27,417.69	4.4
240-490-5152 UTILITY WORKER I	686.37	686.37	13,923.00	13,236.63	4.9
240-490-5154 UTILITY WORKER II	.00	.00	13,923.00	13,923.00	.0
240-490-5156 UTILITY WORKER III	552.50	552.50	.00	( 552.50)	.0
240-490-5158 MAINTENANCE WORKER I	117.90	117.90	2,735.00	2,617.10	4.3
240-490-5220 OVERTIME	.00	.00	6,516.00	6,516.00	.0
240-490-5315 SOCIAL SECURITY/MEDICARE	340.67	340.67	9,882.00	9,541.33	3.5
240-490-5320 WORKER'S COMP	1,027.43	1,027.43	5,934.00	4,906.57	17.3
240-490-5350 UNEMPLOYMENT	.00	.00	8,736.00	8,736.00	.0
240-490-5410 HEALTH INSURANCE	.00	.00	29,720.00	29,720.00	.0
240-490-5450 PUBLIC EMPLOYEES RETIREMENT	448.61	448.61	18,996.00	18,547.39	2.4
240-490-6110 AUDITING	.00	.00	4,419.00	4,419.00	.0
240-490-6112 LEGAL SERVICES	.00	.00	500.00	500.00	.0
240-490-6114 FINANCIAL SERVICES	964.75	964.75	3,749.00	2,784.25	25.7
240-490-6116 ENGINEERING SERVICES	2,055.00	2,055.00	100,000.00	97,945.00	2.1
240-490-6122 IT SERVICES	6,397.05	6,397.05	3,881.00	( 2,516.05)	164.8
240-490-6128 OTHER CONTRACT SERVICES	6,338.33	6,338.33	3,600.00	( 2,738.33)	176.1
240-490-6210 INSURANCE & BONDS	.00	.00	6,115.00	6,115.00	.0
240-490-6220 PUBLICATIONS, PRINTING & DUES	125.84	125.84	600.00	474.16	21.0
240-490-6226 POSTAGE	.00	.00	2,000.00	2,000.00	.0
240-490-6230 OFFICE SUPPLIES/EQUIPMENT	78.68	78.68	500.00	421.32	15.7
240-490-6234 GENERAL SUPPLIES	.00	.00	2,000.00	2,000.00	.0
240-490-6238 BANK SERVICE CHARGES	.00	.00	1,498.00	1,498.00	.0
240-490-6240 TRAVEL & TRAINING	.00	.00	1,500.00	1,500.00	.0
240-490-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
240-490-6320 BUILDING REPAIR & MAINTENANCE	596.42	596.42	1,000.00	403.58	59.6
240-490-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
240-490-6330 OTHER REPAIR & MAINTENANCE	1,924.00	1,924.00	12,500.00	10,576.00	15.4
240-490-6334 NON-CAPITALIZED ASSETS	.00	.00	1,000.00	1,000.00	.0
240-490-6420 WATER SERVICES	1,599.12	1,599.12	11,457.00	9,857.88	14.0
240-490-6425 SEWER SERVICES	526.59	526.59	6,620.00	6,093.41	8.0
240-490-6430 ELECTRICITY SERVICES	754.63	754.63	25,068.00	24,313.37	3.0
240-490-6440 TELEPHONE SERVICES	126.00	126.00	1,518.00	1,392.00	8.3
240-490-6445 REFUSE SERVICES	18.92	18.92	238.00	219.08	8.0
240-490-6520 PERMITS	.00	.00	3,100.00	3,100.00	.0
240-490-6710 GAS & OIL	.00	.00	1,457.00	1,457.00	.0
240-490-6750 CHEMICALS & LAB SUPPLIES	859.79	859.79	14,700.00	13,840.21	5.9
240-490-6755 WATER/SEWER ANALYSIS	616.50	616.50	10,483.00	9,866.50	5.9
<b>TOTAL NON-DEPARTMENTAL</b>	<b>29,251.72</b>	<b>29,251.72</b>	<b>408,457.00</b>	<b>379,205.28</b>	<b>7.2</b>
<u>CAPITAL OUTLAY</u>					
240-700-8335 EQUIPMENT & FURNISHINGS	.00	.00	42,000.00	42,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>.00</b>	<b>42,000.00</b>	<b>42,000.00</b>	<b>.0</b>

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>DEBT SERVICE</u>						
240-800-7110	LOAN PRINCIPAL	.00	.00	18,313.00	18,313.00	.0
240-800-7111	LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	1,367.00	1,367.00	.0
240-800-7122	LOAN PRINCIPAL - SPWF	.00	.00	4,056.00	4,056.00	.0
240-800-7124	LOAN PRINCIPAL - RD	.00	.00	6,263.00	6,263.00	.0
240-800-7510	LOAN INTEREST	.00	.00	9,573.00	9,573.00	.0
240-800-7511	LOAN INTEREST - LIBRARY/CITY	.00	.00	1,860.00	1,860.00	.0
240-800-7522	LOAN INTEREST - SPWF	.00	.00	3,367.00	3,367.00	.0
240-800-7524	LOAN INTEREST - RD	.00	.00	9,487.00	9,487.00	.0
	TOTAL DEBT SERVICE	.00	.00	54,286.00	54,286.00	.0
<u>OTHER REQUIREMENTS</u>						
240-900-9121	TRANSFER TO SEWER RESERVE FUND	.00	.00	1,575.00	1,575.00	.0
240-900-9150	TRANSFER TO EQUIPMENT FUND	.00	.00	6,000.00	6,000.00	.0
240-900-9590	CONTINGENCY	.00	.00	90,595.00	90,595.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	98,170.00	98,170.00	.0
	TOTAL FUND EXPENDITURES	29,251.72	29,251.72	602,913.00	573,661.28	4.9
	NET REVENUE OVER EXPENDITURES	1,714.42	1,714.42	( 182,029.00)	( 183,743.42)	.9

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>INVESTMENT EARNINGS</u>					
312-315-4125 INTEREST EARNED	.00	.00	2,045.00	2,045.00	.0
TOTAL INVESTMENT EARNINGS	.00	.00	2,045.00	2,045.00	.0
<u>INTERGOVERNMENTAL</u>					
312-320-4142 STATE DISTRIBUTIONS	7,151.17	7,151.17	79,288.00	72,136.83	9.0
TOTAL INTERGOVERNMENTAL	7,151.17	7,151.17	79,288.00	72,136.83	9.0
<u>SOURCE 325</u>					
312-325-4151 GRANT REVENUE	.00	.00	150,000.00	150,000.00	.0
TOTAL SOURCE 325	.00	.00	150,000.00	150,000.00	.0
<u>SDC REVENUE</u>					
312-345-4513 TRANSPORTATION REIMBURSEMENT S	104.00	104.00	1,605.00	1,501.00	6.5
TOTAL SDC REVENUE	104.00	104.00	1,605.00	1,501.00	6.5
<u>LOAN PAYMENTS &amp; PROCEEDS</u>					
312-360-4225 LOAN PROCEEDS	.00	.00	268,042.00	268,042.00	.0
TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	268,042.00	268,042.00	.0
TOTAL FUND REVENUE	7,255.17	7,255.17	500,980.00	493,724.83	1.5

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
312-490-5110 CITY ADMINISTRATOR	173.33	173.33	4,326.00	4,152.67	4.0
312-490-5150 PUBLIC WORKS DIRECTOR	148.51	148.51	3,374.00	3,225.49	4.4
312-490-5152 UTILITY WORKER I	80.75	80.75	1,638.00	1,557.25	4.9
312-490-5154 UTILITY WORKER II	.00	.00	1,638.00	1,638.00	.0
312-490-5156 UTILITY WORKER III	65.00	65.00	.00	( 65.00)	.0
312-490-5220 OVERTIME	.00	.00	676.00	676.00	.0
312-490-5315 SOCIAL SECURITY/MEDICARE	35.78	35.78	1,045.00	1,009.22	3.4
312-490-5320 WORKER'S COMP	236.87	236.87	673.00	436.13	35.2
312-490-5350 UNEMPLOYMENT	.00	.00	913.00	913.00	.0
312-490-5410 HEALTH INSURANCE	.00	.00	2,877.00	2,877.00	.0
312-490-5450 PUBLIC EMPLOYEES RETIREMENT	46.30	46.30	2,009.00	1,962.70	2.3
312-490-6110 AUDITING	.00	.00	1,473.00	1,473.00	.0
312-490-6114 FINANCIAL SERVICES	321.58	321.58	1,250.00	928.42	25.7
312-490-6116 ENGINEERING SERVICES	.00	.00	1,000.00	1,000.00	.0
312-490-6122 IT SERVICES	365.65	365.65	1,342.00	976.35	27.3
312-490-6128 OTHER CONTRACT SERVICES	.00	.00	12,772.00	12,772.00	.0
312-490-6210 INSURANCE & BONDS	.00	.00	2,038.00	2,038.00	.0
312-490-6234 GENERAL SUPPLIES	.00	.00	150.00	150.00	.0
312-490-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
312-490-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	500.00	500.00	.0
312-490-6330 OTHER REPAIR & MAINTENANCE	.00	.00	10,000.00	10,000.00	.0
312-490-6334 NON-CAPITALIZED ASSETS	.00	.00	500.00	500.00	.0
312-490-6430 ELECTRICITY SERVICES	1,180.55	1,180.55	20,363.00	19,182.45	5.8
312-490-6624 STREET SIGNS	.00	.00	500.00	500.00	.0
<b>TOTAL NON-DEPARTMENTAL</b>	<b>2,654.32</b>	<b>2,654.32</b>	<b>71,557.00</b>	<b>68,902.68</b>	<b>3.7</b>
<u>CAPITAL OUTLAY</u>					
312-700-8530 STREET IMPROVEMENTS	.00	.00	438,042.00	438,042.00	.0
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>.00</b>	<b>438,042.00</b>	<b>438,042.00</b>	<b>.0</b>
<u>DEPARTMENT 800</u>					
312-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	683.00	683.00	.0
312-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	930.00	930.00	.0
<b>TOTAL DEPARTMENT 800</b>	<b>.00</b>	<b>.00</b>	<b>1,613.00</b>	<b>1,613.00</b>	<b>.0</b>
<u>OTHER REQUIREMENTS</u>					
312-900-9150 TRANSFER TO EQUIPMENT FUND	.00	.00	4,000.00	4,000.00	.0
312-900-9590 CONTINGENCY	.00	.00	85,427.00	85,427.00	.0
<b>TOTAL OTHER REQUIREMENTS</b>	<b>.00</b>	<b>.00</b>	<b>89,427.00</b>	<b>89,427.00</b>	<b>.0</b>

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	2,654.32	2,654.32	600,639.00	597,984.68	.4
NET REVENUE OVER EXPENDITURES	4,600.85	4,600.85	( 99,659.00)	( 104,259.85)	4.6

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.57	.57	291.00	290.43	.2
TOTAL INVESTMENT EARNINGS	.57	.57	291.00	290.43	.2
<hr/>					
314-370-4824 BBJ DONATIONS	25.00	25.00	.00	( 25.00)	.0
TOTAL SOURCE 370	25.00	25.00	.00	( 25.00)	.0
<hr/>					
<u>FUNDRAISING &amp; EVENT REVENUE</u>					
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	1,675.00	1,675.00	3,000.00	1,325.00	55.8
314-380-4862 FOOD BOOTH SALES	590.00	590.00	1,200.00	610.00	49.2
314-380-4863 BEER GARDEN	.00	.00	3,000.00	3,000.00	.0
314-380-4864 JAM SALES	620.00	620.00	1,500.00	880.00	41.3
314-380-4866 QUILT RAFFLE SALES	3,458.00	3,458.00	4,000.00	542.00	86.5
314-380-4868 PROGRAM AD SALES	855.00	855.00	2,750.00	1,895.00	31.1
314-380-4870 SPONSORSHIP REVENUE	.00	.00	4,000.00	4,000.00	.0
314-380-4876 5K RACE REVENUE	.00	.00	1,100.00	1,100.00	.0
314-380-4878 CAR SHOW REVENUE	3,295.00	3,295.00	3,500.00	205.00	94.1
314-380-4880 FISHING DERBY REVENUE	200.00	200.00	440.00	240.00	45.5
314-380-4882 HORSESHOE TOURNEY REVENUE	145.00	145.00	100.00	( 45.00)	145.0
314-380-4884 KIDZ KORNER REVENUE	726.35	726.35	1,000.00	273.65	72.6
314-380-4886 PIE EATING CONTEST REVENUE	124.00	124.00	100.00	( 24.00)	124.0
TOTAL FUNDRAISING & EVENT REVENUE	11,688.35	11,688.35	25,690.00	14,001.65	45.5
<hr/>					
<u>MISCELLANEOUS REVENUE</u>					
314-385-4895 MISCELLANEOUS REVENUE	( 29,934.00)	( 29,934.00)	500.00	30,434.00	(5986.
TOTAL MISCELLANEOUS REVENUE	( 29,934.00)	( 29,934.00)	500.00	30,434.00	(5986.
TOTAL FUND REVENUE	( 18,220.08)	( 18,220.08)	26,481.00	44,701.08	( 68.8)

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
314-490-6118	.00	.00	1,500.00	1,500.00	.0
314-490-6122	15.05	15.05	450.00	434.95	3.3
314-490-6220	.00	.00	1,200.00	1,200.00	.0
314-490-6224	1,067.29	1,067.29	1,500.00	432.71	71.2
314-490-6226	.00	.00	50.00	50.00	.0
314-490-6290	790.87	790.87	2,000.00	1,209.13	39.5
314-490-6440	.00	.00	200.00	200.00	.0
314-490-6445	.00	.00	1,000.00	1,000.00	.0
314-490-6705	80.00	80.00	1,000.00	920.00	8.0
314-490-6810	26.85	26.85	750.00	723.15	3.6
314-490-6812	150.00	150.00	100.00	( 50.00)	150.0
314-490-6813	.00	.00	1,500.00	1,500.00	.0
314-490-6814	.00	.00	750.00	750.00	.0
314-490-6816	.00	.00	4,000.00	4,000.00	.0
314-490-6850	.00	.00	600.00	600.00	.0
314-490-6852	2,937.70	2,937.70	4,000.00	1,062.30	73.4
314-490-6854	200.00	200.00	440.00	240.00	45.5
314-490-6856	.00	.00	50.00	50.00	.0
314-490-6858	( 20.00)	( 20.00)	1,000.00	1,020.00	( 2.0)
314-490-6860	283.72	283.72	200.00	( 83.72)	141.9
314-490-6862	.00	.00	100.00	100.00	.0
314-490-6864	3,760.00	3,760.00	4,000.00	240.00	94.0
<b>TOTAL NON-DEPARTMENTAL</b>	<b>9,291.48</b>	<b>9,291.48</b>	<b>26,390.00</b>	<b>17,098.52</b>	<b>35.2</b>
<u>OTHER REQUIREMENTS</u>					
314-900-9590	.00	.00	14,613.00	14,613.00	.0
<b>TOTAL OTHER REQUIREMENTS</b>	<b>.00</b>	<b>.00</b>	<b>14,613.00</b>	<b>14,613.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>9,291.48</b>	<b>9,291.48</b>	<b>41,003.00</b>	<b>31,711.52</b>	<b>22.7</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 27,511.56)</b>	<b>( 27,511.56)</b>	<b>( 14,522.00)</b>	<b>12,989.56</b>	<b>(189.5)</b>

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
410-315-4125 INTEREST EARNED	.00	.00	1,163.00	1,163.00	.0
TOTAL SOURCE 315	.00	.00	1,163.00	1,163.00	.0
410-345-4510 PARK SDC FEES	985.00	985.00	7,880.00	6,895.00	12.5
TOTAL SOURCE 345	985.00	985.00	7,880.00	6,895.00	12.5
TOTAL FUND REVENUE	985.00	985.00	9,043.00	8,058.00	10.9

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
410-490-6714 MATERIALS & SERVICES	.00	.00	10,000.00	10,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	10,000.00	10,000.00	.0
<u>DEPARTMENT 700</u>					
410-700-8520 PARKS IMPROVEMENTS	.00	.00	45,556.00	45,556.00	.0
TOTAL DEPARTMENT 700	.00	.00	45,556.00	45,556.00	.0
TOTAL FUND EXPENDITURES	.00	.00	55,556.00	55,556.00	.0
NET REVENUE OVER EXPENDITURES	985.00	985.00	( 46,513.00)	( 47,498.00)	2.1

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
412-315-4125 INTEREST EARNED	.00	.00	712.00	712.00	.0
TOTAL SOURCE 315	.00	.00	712.00	712.00	.0
412-345-4512 TRANSPORTATION SDC	592.00	592.00	4,736.00	4,144.00	12.5
TOTAL SOURCE 345	592.00	592.00	4,736.00	4,144.00	12.5
TOTAL FUND REVENUE	592.00	592.00	5,448.00	4,856.00	10.9

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

STREETS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
412-490-6128 OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
<u>DEPARTMENT 700</u>					
412-700-8530 STREET IMPROVEMENTS	.00	.00	31,951.00	31,951.00	.0
TOTAL DEPARTMENT 700	.00	.00	31,951.00	31,951.00	.0
TOTAL FUND EXPENDITURES	.00	.00	33,951.00	33,951.00	.0
NET REVENUE OVER EXPENDITURES	592.00	592.00	( 28,503.00)	( 29,095.00)	2.1

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
430-315-4125 INTEREST EARNED	.00	.00	5,987.00	5,987.00	.0
TOTAL SOURCE 315	.00	.00	5,987.00	5,987.00	.0
<hr/>					
430-345-4530 WATER SDC	3,830.00	3,830.00	30,640.00	26,810.00	12.5
TOTAL SOURCE 345	3,830.00	3,830.00	30,640.00	26,810.00	12.5
<hr/>					
TOTAL FUND REVENUE	3,830.00	3,830.00	36,627.00	32,797.00	10.5

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
430-490-6128 OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
<u>DEPARTMENT 700</u>					
430-700-8540 WATER SYSTEMS IMPROVEMTS	.00	.00	274,087.00	274,087.00	.0
TOTAL DEPARTMENT 700	.00	.00	274,087.00	274,087.00	.0
TOTAL FUND EXPENDITURES	.00	.00	276,087.00	276,087.00	.0
NET REVENUE OVER EXPENDITURES	3,830.00	3,830.00	( 239,460.00)	( 243,290.00)	1.6

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
440-315-4125 INTEREST EARNED	.00	.00	3,185.00	3,185.00	.0
TOTAL SOURCE 315	.00	.00	3,185.00	3,185.00	.0
440-345-4540 SEWER SDC	1,071.00	1,071.00	8,568.00	7,497.00	12.5
TOTAL SOURCE 345	1,071.00	1,071.00	8,568.00	7,497.00	12.5
TOTAL FUND REVENUE	1,071.00	1,071.00	11,753.00	10,682.00	9.1

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

SEWER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
440-490-6128 OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
<u>DEPARTMENT 700</u>					
440-700-8550 SEWER SYSTEMS	.00	.00	137,136.00	137,136.00	.0
TOTAL DEPARTMENT 700	.00	.00	137,136.00	137,136.00	.0
TOTAL FUND EXPENDITURES	.00	.00	139,136.00	139,136.00	.0
NET REVENUE OVER EXPENDITURES	1,071.00	1,071.00	( 127,383.00)	( 128,454.00)	.8

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
445-315-4125 INTEREST EARNED	.00	.00	758.00	758.00	.0
TOTAL SOURCE 315	.00	.00	758.00	758.00	.0
445-345-4545 STORM DRAINAGE SDC	673.00	673.00	5,384.00	4,711.00	12.5
TOTAL SOURCE 345	673.00	673.00	5,384.00	4,711.00	12.5
TOTAL FUND REVENUE	673.00	673.00	6,142.00	5,469.00	11.0

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
445-490-6128 OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
<u>DEPARTMENT 700</u>					
445-700-8560 STORMWATER IMPROVEMENTS	.00	.00	34,475.00	34,475.00	.0
TOTAL DEPARTMENT 700	.00	.00	34,475.00	34,475.00	.0
TOTAL FUND EXPENDITURES	.00	.00	36,475.00	36,475.00	.0
NET REVENUE OVER EXPENDITURES	673.00	673.00	( 30,333.00)	( 31,006.00)	2.2

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS IN</u>						
520-390-4930	TRANSFER FROM WATER FUND	.00	.00	3,938.00	3,938.00	.0
	TOTAL TRANSFERS IN	.00	.00	3,938.00	3,938.00	.0
	TOTAL FUND REVENUE	.00	.00	3,938.00	3,938.00	.0

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>						
520-900-9892	RESERVED FOR WATER BOND PYMT	.00	.00	23,628.00	23,628.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	23,628.00	23,628.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	23,628.00	23,628.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	( 19,690.00)	( 19,690.00)	.0

CITY OF LOWELL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS IN</u>						
521-390-4940	TRANSFER FROM SEWER FUND	.00	.00	1,575.00	1,575.00	.0
	TOTAL TRANSFERS IN	.00	.00	1,575.00	1,575.00	.0
	TOTAL FUND REVENUE	.00	.00	1,575.00	1,575.00	.0

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>						
521-900-9892	RESERVED FOR SEWER BOND PYMT	.00	.00	9,820.00	9,820.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	9,820.00	9,820.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	9,820.00	9,820.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	( 8,245.00)	( 8,245.00)	.0

CITY OF LOWELL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

EQUIPMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFERS IN</u>						
550-390-4910	TRANSFER FROM GENERAL FUND	.00	.00	6,000.00	6,000.00	.0
550-390-4912	TRANSFER FROM STREET FUND	.00	.00	4,000.00	4,000.00	.0
550-390-4930	TRANSFER FROM WATER FUND	.00	.00	6,000.00	6,000.00	.0
550-390-4940	TRANSFER FROM SEWER FUND	.00	.00	6,000.00	6,000.00	.0
TOTAL TRANSFERS IN		.00	.00	22,000.00	22,000.00	.0
TOTAL FUND REVENUE		.00	.00	22,000.00	22,000.00	.0

CITY OF LOWELL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2019

EQUIPMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
550-700-8425 VEHICLES & ROLLING STOCK	.00	.00	22,035.00	22,035.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	22,035.00	22,035.00	.0
TOTAL FUND EXPENDITURES	.00	.00	22,035.00	22,035.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	( 35.00)	( 35.00)	.0

CITY OF LOWELL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JULY 31, 2019

DEBT RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>						
555-900-9140	TRANSFER TO SEWER FUND	.00	.00	12,724.00	12,724.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	12,724.00	12,724.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	12,724.00	12,724.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	( 12,724.00)	( 12,724.00)	.0

## AGENDA ITEM SUMMARY

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** August 15, 2019  
**SUBJECT:** Monthly Police Report

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

**SUMMARY:**

The Monthly Police Report for July is presented for your review and discussion.

**FISCAL IMPACT:**

None.

**COURSES OF ACTION:**

This item is presented for purposes of review and discussion.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

1. July Police Report

## LOWELL PATROL LOG July 2019

DATE	OFFICER	START TIME	END TIME	# HOURS	CONTACTS	ARRESTS	CITES	WARNINGS	CALLS	REPORT #
2-Jul	409	3:00	4:30	1:30						
3-Jul	409	4:00	5:30	1:30						
3-Jul	409	21:45	23:15	1:30						
4-Jul	409	3:00	4:30	1:30						
6-Jul	408	0:00	2:00	2:00						
7-Jul	408	1:00	3:00	2:00						
8-Jul	408	2:00	4:00	2:00						
9-Jul	408	2:00	4:00	2:00						
10-Jul	408	1:30	4:00	2:30						
10-Jul	401	21:00	22:30	1:30						
11-Jul	409	3:00	4:30	1:30						
13-Jul	409	4:00	5:30	1:30						
14-Jul	409	3:00	4:30	1:30						
15-Jul	409	3:45	5:15	1:30						
16-Jul	409	3:00	4:00	1:00						
12-Jul	401	18:00	19:30	1:30						
17-Jul	408	2:00	4:30	2:30						
18-Jul	408	2:00	4:30	2:30						
20-Jul	409	2:30	4:00	1:30						
21-Jul	409	21:30	22:30	1:00						
22-Jul	408	1:00	3:00	2:00						
23-Jul	408	1:00	3:00	2:00						
24-Jul	408	0:00	1:30	1:30						
25-Jul	408	1:30	3:30	2:00						
26-Jul	409	3:30	5:00	1:30						
26-Jul	409	15:00	15:30	0:30						
26-Jul	409	16:30	18:00	1:30						
27-Jul	429	9:00	18:00	9:00						
27-Jul	429	20:00	22:30	2:30						
27-Jul	421	20:00	22:30	2:30						
27-Jul	401	17:00	23:00	6:00						
28-Jul	420	10:00	16:00	6:00						
<b>TOTAL HOURS WORKED</b>				44	26 BBJ					
<b>TOTAL HOURS</b>					0	0	0	0	0	0

TRAFFIC VIOLATIONS		CITATION	WARNING
SPEED		1	3
DWS			
FAIL TO SIGNAL			
STOP VIOLATIONS			
OTHER MOVING			2
NON-MOVING			
DEFECTIVE EQUIPMENT		1	
SEAT BELT			
NO LICENSE			
REGISTRATION VIOLATIONS			
NO INSURANCE			
ALCOHOL/MARIJUANA			
NO PROOF INSURANCE		2	
<b>TOTAL</b>		<b>4</b>	<b>5</b>

DATE	TIME	DESCRIPTION
7-Jul	1:00	Assist EMS and LCSO with POH
10-Jul	1:30	Suspicious Circumstances
26-Jul	3:30	72 hour tag placed on car

**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** August 16, 2019  
**SUBJECT:** Resolution 726  
Deferral of SDCs

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

**SUMMARY:**

The City Council adopted Resolution 694 on April 17, 2018. The resolution allowed for a deferment of SDC payments for up to 18 months, change of ownership of the developed property, refinancing of a construction loan, or issuance of a certificate of occupancy. The agreement also allowed the City to place a lien on property in the event of a default. Resolution 726 would extend the program through June 30, 2020.

**FISCAL IMPACT:**

None. SDC payments in default would be secured by placing a lien on the property and would be repaid prior to the use of water, sewer, streets, drainage, or parks services.

**COURSES OF ACTION:**

1. Motion to approve Resolution 726 – A Resolution to Extend the Deferral of System Development Charges Originally Authorized and Adopted by Resolution 694.
2. No action.

**RECOMMENDATION:**

Motion to approve Resolution 726 – A Resolution to Extend the Deferral of System Development Charges Originally Authorized and Adopted by Resolution 694.

**ATTACHMENTS:**

1. Resolution 726 – A Resolution to Extend the Deferral of System Development Charges Originally Authorized and Adopted by Resolution 694.

**CITY OF LOWELL, OREGON****RESOLUTION 726****A RESOLUTION TO EXTEND THE DEFERRAL OF SYSTEM DEVELOPMENT CHARGES  
ORIGINALLY AUTHORIZED AND ADOPTED BY RESOLUTION 694**

**WHEREAS**, Ordinance 234, Section 8 (a), requires System Development Charges (SDCs) to be paid upon issuance of a building permit or other development permit; and

**WHEREAS**, Resolution 694 was adopted by the Lowell City Council on April 17, 2018 authorizing the deferral of system development charges; and

**WHEREAS**, the City of Lowell continues to experience a housing shortage and lacks significant commercial or industrial development; and

**WHEREAS**, SDCs represent a large portion of the upfront cost of building a new home or business; and

**WHEREAS**, the City of Lowell desires to lessen the impact SDCs may have on the ability of builders to obtain new construction financing and facilitate the construction of new homes and businesses; now therefore

**BE IT RESOLVED** that the requirements of Ordinance 234, Section 8 (a), to make SDC payments at the time of issuance of a building or other development permits shall be waived and such payments shall be deferred under the following rules:

1. SDC fees shall become due and payable when one of the following events occur.
  - a. 18 months from the issuance of a building or other development permit
  - b. Change of ownership of the developed property
  - c. Refinancing of a construction loan
2. Prior to the issuance of a building or other development permit, the owner(s) of the subject property will enter into an agreement with the City which stipulates the date SDCs are due and payable, and agrees to the placement of a lien on the property and all improvements in the amount of the deferred SDC. The City Administrator is authorized to approve and sign said agreement on behalf of the City.
3. Agreements in default shall accrue interest on the unpaid SDC fees in the amount of 9% compounded annually.
4. A certificate of occupancy shall not be issued until all SDC fees, including interest, are paid in full.

**BE IT FURTHER RESOLVED** that the authorization to defer payments of SDCs contained in this Resolution shall apply retroactively to April 17, 2019 and automatically terminate on June 30, 2020 unless extended by resolution.

This resolution supersedes Resolution 694 dated April 17, 2018.

Adopted by the City Council of the City of Lowell this 20<sup>th</sup> day of August 2019.

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

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

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

Don Bennett, Mayor

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

Jared Cobb, City Recorder

**AGENDA ITEM SUMMARY**

---

**TO:** Mayor Bennett and Council  
**FROM:** Jared Cobb, City Administrator  
**DATE:** August 16, 2019  
**SUBJECT:** LOC Annual Membership Meeting  
Voting Delegates

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

**SUMMARY:**

The LOC Annual Membership Meeting will be held at the conference on September 28. Each City is entitled to one vote and must submit the attached form indicating their voting delegate and alternate by Friday, September 6.

**FISCAL IMPACT:**

None.

**COURSES OF ACTION:**

1. Motion to authorize Councilor \_\_\_\_\_ to serve as the voting delegate and Councilor \_\_\_\_\_ to serve as the alternate.
2. No action.

**RECOMMENDATION:**

Motion to authorize Councilor \_\_\_\_\_ to serve as the voting delegate and Councilor \_\_\_\_\_ to serve as the alternate.

**ATTACHMENTS:**

1. LOC 2019 Voting Delegate Form



**TO:** Oregon City Managers, Administrators and Recorders  
**FROM:** Mike Cully, Executive Director, League of Oregon Cities  
**DATE:** August 15, 2019  
**RE:** City Voting Delegates for the LOC Annual Membership Meeting

Enclosed is the voting delegate form for the League's Annual Conference scheduled for September 26-28 at the Riverhouse on the Deschutes in Bend. Each city is entitled to cast one vote at the membership meeting. If you have officials attending this year's annual conference, please complete and return the attached form or complete the form online by clicking [here](#). Your completed form is due by **Friday, September 6**.

The voting delegate form tells us who will be voting on behalf of your city during the Annual Membership Meeting on Saturday morning, September 28. Please note that delegates may not vote without a voting card and voting cards will be issued only to the voting delegate or alternate listed on the enclosed form. Voting by proxy is not permitted.

The voting cards will be available the morning of the 28<sup>th</sup> just prior to the business meeting. Members will be asked to vote on the LOC Board of Directors for 2020.

Thank you, and please let me know if you have any questions. I look forward to seeing many of you in Bend.

Kind Regards,

Mike Cully, Executive Director  
League of Oregon Cities



# 94<sup>th</sup> ANNUAL LOC CONFERENCE

September 26 – 28, 2019 | Riverhouse on the Deschutes in Bend

## Designation of Voting Delegate at Annual Membership Meeting

The annual membership meeting will be held Saturday, September 28, at 8:00 a.m. Each city is entitled to cast one vote at the membership meeting; however, all city officials are encouraged to attend the meeting.

Use this form to indicate those persons who will represent your city as a voting delegate and alternate delegate. The voting delegate or alternate should pick up a voting card at the Conference Registration Desk on Saturday morning prior to entering the membership meeting.

**NOTE:** Delegates may not vote without a voting card and voting cards will be issued only to a person indicated on this form. Voting by proxy will not be permitted.

FOR THE CITY OF \_\_\_\_\_

### VOTING DELEGATE:

Name \_\_\_\_\_ Title \_\_\_\_\_

### ALTERNATE:

Name \_\_\_\_\_ Title \_\_\_\_\_

Return this form by **Sept. 6** to:

League of Oregon Cities

Attn. Jenna Jones

[jjones@orcities.org](mailto:jjones@orcities.org)

1201 Court St. NE, Suite 200

Salem, OR 97301

Submitted by \_\_\_\_\_  
(Signature)

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_