

Lowell City Council
Regular Meeting Agenda
Tuesday, February 18 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 Executive Session Minutes for January 21, 2020
City Council Meeting Minutes for January 21, 2020
City Council Work Session Minutes for February 4, 2020
City Council Special Meeting Minutes for February 4, 2020
Financial Report for December 2019
Check Register for January 2020

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
Police Report
Draft Committee Minutes

Business Meeting: Items Removed from Consent Agenda

Old Business: None.

New Business:

1. Ordinance 301 – BBJ Festival Committee Requirements – Second Reading/Adoption
2. Solicitation – FEMA Railroad Corridor Trail Cleanup – Discussion/Possible Action

Other Business

Mayor Comments

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.

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

Adjourn

Future Meetings / Dates to Remember:

- 2/24 Lowell School District Board Meeting at 7 PM at PDC in Lundy Elementary
- 2/25 Blood Drive at Lowell High School, 9 AM -3 PM.
- 2/27 Parks and Recreation Committee Meeting at 7 PM at the Maggie Osgood Library
- 3/1 Lowell Grange Breakfast, 8 AM – 11 AM.
- 3/2 Library Committee Meeting at 7 PM at the Maggie Osgood Library
- 3/3 Lowell City Council Work Session at 6 PM at the Maggie Osgood Library
- 3/10 Blackberry Jam Festival Committee Meeting at 7 PM at the Maggie Osgood Library
- 3/11 Lowell Fire District Board Meeting at 7 PM at the LRFPD Community Room
- 3/17 Lowell City Council Regular Meeting at 7 PM at the Maggie Osgood Library

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: February 14, 2020
SUBJECT: Consent Agenda

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

SUMMARY:

The Consent Agenda for the February 18, 2020 City Council meeting includes the City Council Executive Session Minutes for January 21, 2020, City Council Meeting Minutes for January 21, 2020, City Council Work Session for February 4, 2020, Special Meeting Minutes for February 4, 2020, Financial Report for December 2019, and the Check Register for January 2020.

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 Executive Session Minutes for January 21, 2020
2. City Council Meeting Minutes for January 21, 2020
3. City Council Work Session for February 4, 2020
4. Special Meeting Minutes for February 4, 2020
5. Financial Report for December 2019
6. Check Register for January 2020

City of Lowell, Oregon
Minutes of the City Council Executive Session
January 21, 2020

The Executive Session was called to order at 6:13 PM by Mayor Bennett.

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

Staff: CA Cobb

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

Adjourn: 6:45 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jared Cobb, City Recorder

Date

City of Lowell, Oregon
Minutes of the City Council Regular Session
January 21, 2020

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

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

Staff Present: CA Cobb, Max Baker – Public Works Director

Close Public Meeting: 7:05 PM

Open Public Hearing: 7:05 PM

- a. **Ordinance 300 – Adoption of the Parks and Recreation Master Plan and Comprehensive Plan Amendments.** A Ordinance Adopting the Lowell Parks Master Plan as a Refinement Plan to the Lowell Comprehensive Plan, and Amendments to the Lowell Comprehensive Plan Related to Park and Recreation Inventory and Policies.

CA Cobb introduced item and Michael Howard – Institute for Policy Research and Engagement Team for the University of Oregon, Project Manager and Henry Hurley, City Planner. Councilor Angelini inquired if there was any public comments at the first Public Hearing. CA reported that there was one citizen with concerns about the lake access trail.

- **Public Comments – None**

Public Hearing Closed: 7:13 PM

Reconvene Public Meeting: 7:13 PM

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

Public Comments: None

Council Comments: None

City Administrator Report: CA Cobb reported on Oregon RAIN Grant, Douglas Fast Net, received FY 2018-19 Audit and Contract Amendment, Library Capital Campaign, Committee Meetings, Project Updates and League of Oregon Cities Highlights.

Public Works Report: Max Baker Public Works Director reported on repairs to streets, need for multi-surveillance camera at Covered Bridge, the new Lift Station Generator is working, water leak on Cannon Street was repaired and certification review classes for staff are scheduled in March.

Financial Report: Quarterly Financial Report for October – December provided in packet.

Police Report: December report provided in packet.

Draft Committee Minutes: BBJ Committee minutes attached.

Old Business: None

New Business:

- **Ordinance 300 – Parks & Recreation Master Plan and Comprehensive Plan Amendments** – CA introduced Michael Howard – Institute for Policy Research and Engagement Team for the University of Oregon, Project Manager who provided a review of the concept plans. Henry Hurley - City Planner, explained the goals that would be incorporated in the Lowell Comprehensive Plan, and Amendments and adopting the Parks Master Plan. **Councilor Harris moved to approve the First Reading of Ordinance 300, second by Councilor Angelini. PASS 5:0** Mayor Bennett proceeded to read Ordinance 300 in its entirety. **Councilor Stratis move to approve the second reading of Ordinance 300: An Ordinance Adopting the Lowell Parks Master Plan as a Refinement Plan to the Lowell Comprehensive Plan, and Amendments to the Lowell Comprehensive Plan Related to Parks and Recreation Inventory and Policies by Title Only on February 4th, 2020 at the Special Meeting, second by Councilor Angelini. PASS 5:0**
- **Engineering Scope of Services – Main Street and Lakeview Avenue** – CA introduced item, City Engineer Matt Wadlington – Civil West answered questions of the council. Discussion followed on options of plans for improvement. **Councilor Angelini move to approve the engineering scope of services from Civil West Engineering for Main Street and Lakeview Avenue Paving Project in an amount not to exceed \$34,200, second by Councilor Harris. PASS 5:0**
- **Blackberry Jam Festival Committee Membership Requirements** – CA introduced item, BBJ Chair Lon Dragt stated that the BBJ Committee recommends a change to the requirements for Executive Board to allow two positions at large. Discussion followed and item will be brought back for action at the February 4th meeting.
- **City Council Meeting Calendar** – CA provided calendar dates for regular meetings and work sessions for 2020. **Councilor Harris move to approve the 2020 City Council Meeting Calendar, as presented, second by Councilor Angelini. PASS 5:0**
- **Resolution 731 – Community Facilities Study** - CA presented item, to begin the process of applying for grant funding for the Maggie Osgood Library. **Councilor Angelini move to approve the Resolution 731, as written, second by Councilor Dragt. PASS 5:0**
- **Resolution 732 – City Council Guiding Principles** – CA presented item, Mayor explained purpose of guiding principles. **Mayor Bennett move to approve Resolution 732, as written, second by Councilor Stratis. PASS 5:0**

- **ODOT Small Cities Allotment Grant Agreement** – CA presented item, a change in the agreement by ODOT to include Oregon Bike Bill and pedestrian improvements. **Councilor Angelini moved to approve the 2020 Small City Allotment Agreement and authorize the Mayor and Council President to sign the agreement, second by Councilor Dragt. PASS 5:0**

Mayor Comments: None

Public Comments: Hall O'Regan, 62 E 3rd Street, voiced support for making Lakeview Avenue a one-way street.

Adjourn: 8:56 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jared Cobb, City Recorder

Date

**City of Lowell, Oregon
Minutes of the City Council Special Meeting
Tuesday, February 4, 2020
Maggie Osgood Library**

The Special Meeting was called to order at 7:20 PM by Mayor Bennett

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

Members Absent: Patricia Angelini

Staff Present: CA Cobb

Close Public Meeting: 7:21 PM

Open Public Hearing: 7:21 PM

1. **USDA Loan and Grant Application** – CA presented item. The City of Lowell has an opportunity to apply for USDA Rural Development funding to replace a water line on Main Street from Pioneer Street to Moss Street, water and sewer lines on Lakeview Avenue from Pioneer Street to Moss Street, and citywide water meter replacement for an approximate cost of \$460,000. The City is holding this public hearing to provide and opportunity for the public to comment on the application.

Public Comments: None

Public Hearing Closed: 7:22 PM

Reconvene Public Meeting: 7:22 PM

Public Comments: None

Council Comments: None

Old Business:

- **Ordinance 300 – Parks and Recreation Master Plan – 2nd Reading and Potential Adoption.** CA presented item. **Councilor Harris moved to approve a second reading of Ordinance 300, by title only, second by Councilor Stratis. PASS 4:0**
Mayor Bennett proceeded to read Ordinance 300 by title only.
Mayor Bennett moved to approve Ordinance 300, second by Councilor Dragt. PASS 4:0

New Business:

- **Review and Acceptance of FY 2019 Financial Audit -** CA introduced William Trotter, with Emerald CPA Group and Layli Nichols, City of Lowell's contract accountant to present the Annual Financial Report for the year ended June 30, 2019. There were no audit findings for FY 2018/19. **Councilor Harris moved to accept the FY 2018/19 Annual Financial Report, second by Councilor Stratis. PASS 4:0**

- **Surplus of Ford F-150** – CA presented item, the staff desires to surplus through a closed bid process a 2001 Ford F-150 truck. **Councilor Dragt moved to sell the 2001 Ford-150 through a closed bid process, second by Councilor Harris. PASS 4:0**
- **Consideration of USDA Loan and Grant Application** – CA presented item. The City is eligible for up to a 45% grant. If awarded, this would reduce the loan cost to approximately \$253,000. **Councilor Stratis moved to authorize the City Administrator to apply to USDA Rural Development for funding to replace a water line on Main Street from Pioneer Street to Moss Street, water and sewer lines on Lakeview Avenue from Pioneer Street to Moss Street, and citywide water meter replacement for an approximate cost of \$460,000. Second by Councilor Dragt. PASS 4:0**
- **Consideration of City Administrator Contract** – CA presented recommended changes from LCOG Attorney, and section numbering was noted as incorrect. **Councilor Dragt moved to approve the 2020 City Administrator Contract as amended, second by Councilor Harris. PASS 4:0**
- **Ordinance 301 – BBJ Festival Committee Membership Requirements** - CA presented item, with recommended changes allowing two at-large positions and annual report submitted by December 31 of each year. Discussion followed. **Councilor Stratis made a motion for a first reading of Ordinance 301, second by Councilor Dragt. PASS 4:0** Mayor Bennett proceeded to read Ordinance 301 in its entirety. **Mayor Bennett moved to approve a 2nd reading of Ordinance 301 by title only at the next regular council meeting. Second by Councilor Harris. PASS 4:0**

Councilor Angelini arrived to meeting at 8:19 PM

Other Business:

- Library Committee Application from Robert Prehm. **Councilor Stratis moved to appoint Robert Prehm to position 5 of the Library Committee, second by Councilor Harris. PASS 5:0**

Mayor Comments: None

Community Comments: None

Adjourn: 8:21 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jared Cobb, City Recorder

Date

City of Lowell, Oregon
Minutes of the City Council Work Session
February 4, 2020
Maggie Osgood Library

The Work Session was called to order at 8:26 PM by CA Cobb.

Members Present: Mayor Bennett, Gail Harris, Patricia Angelini, Samantha Dragt, Tim Stratis
Staff Present: CA Cobb

Work Session Topic(s)

- 1. Financial Reports** – CA Cobb introduced topic and City Accountant Layli Nichols to review and explained the December 2019 Financial Report. Questions and discussion followed.
- 2. Douglas Fast Net Franchise Agreement** – CA presented topic, the city attorney has reviewed contract which has been modeled after Charter's Franchise Agreement, with a 5% franchise fee. Discussion followed.
- 3. Maggie Osgood Library Capital Campaign** – CA reviewed the presentation presented to the Library Committee the previous night. Preliminary timeline for moving forward with the project was discussed.

Adjourn: 9:45 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jared Cobb, City Recorder

Date

CITY OF LOWELL
COMBINED CASH INVESTMENT
DECEMBER 31, 2019

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	494,516.72
999-1112	CASH IN BANK - XPRESS DEP	.00
999-1115	CASH IN BANK - LGIP	936,949.69
999-1175	UTILITY CASH CLEARING	.00
		<hr/>
	TOTAL COMBINED CASH	1,431,466.41
999-1110	CASH ALLOCATED TO FUNDS	(1,431,466.41)
		<hr/>
TOTAL UNALLOCATED CASH		.00
		<hr/> <hr/>

CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	347,573.09
230	ALLOCATION TO WATER FUND	192,866.21
240	ALLOCATION TO SEWER FUND	147,498.88
312	ALLOCATION TO STREET FUND	95,491.34
314	ALLOCATION TO BLACKBERRY JAM FUND	13,221.71
410	ALLOCATION TO PARKS SDC FUND	52,016.37
412	ALLOCATION TO STREETS SDC FUND	45,857.63
417	ALLOCATION TO SDC FUND	.00
430	ALLOCATION TO WATER SDC FUND	301,332.84
440	ALLOCATION TO SEWER SDC FUND	136,467.46
445	ALLOCATION TO STORMWATER SDC FUND	43,370.73
520	ALLOCATION TO WATER RESERVE FUND	23,637.30
521	ALLOCATION TO SEWER RESERVE FUND	9,823.84
550	ALLOCATION TO EQUIPMENT FUND	22,175.88
555	ALLOCATION TO DEBT RESERVE FUND	133.13
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,431,466.41
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	(1,431,466.41)
		<hr/>
ZERO PROOF IF ALLOCATIONS BALANCE		.00
		<hr/> <hr/>

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	129,396.08	
110-1115	CASH IN BANK - LGIP	218,177.01	
110-1118	CASH IN BANK - COURT	.00	
110-1120	PETTY CASH	250.00	
110-1510	ACCOUNTS RECEIVABLE	.00	
110-1520	TAXES RECEIVABLE	.00	
110-1620	INVENTORY	.00	
110-1710	LAND	2,595,845.69	
110-1720	BUILDINGS & FACILITIES	429,324.77	
110-1730	EQUIPMENT & FURNISHINGS	18,660.63	
110-1740	VEHICLES & ROLLING STOCK	42,417.50	
110-1750	INFRASTRUCTURE	32,762.99	
110-1795	CONSTRUCTION IN PROGRESS	.00	
110-1820	AD - BUILDINGS & FACILITIES	(148,802.55)	
110-1830	AD - EQUIPMENT & FURNISHINGS	(5,760.93)	
110-1840	AD - VEHICLES & ROLLING STOCK	(7,323.96)	
110-1850	AD - INFRASTRUCTURE	(13,038.27)	
110-1950	DEFERRED OUTFLOWS OF RESOURCES	.00	
	TOTAL ASSETS		3,291,908.96

LIABILITIES AND EQUITY

LIABILITIES

110-2125	ACCOUNTS PAYABLE	.00	
110-2205	WAGES PAYABLE	2,087.96	
110-2210	PAYROLL TAXES PAYABLE	891.77	
110-2245	HEALTH INSURANCE PAYABLE	867.27	
110-2250	RETIREMENT PAYABLE	681.09	
110-2510	BAIL HELD	357.00	
110-2515	CET TAX COLLECTED	8,595.56	
110-2525	OTHER DEPOSITS	200.00	
110-2750	LONG TERM DEBT	.00	
110-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		13,680.65

FUND EQUITY

110-3100	BEGINNING FUND BALANCE	297,503.45	
110-3275	GASB - FIXED ASSETS	2,944,085.87	
110-3277	GASB - LONG TERM DEBT	.00	
	REVENUE OVER EXPENDITURES - YTD	36,638.99	
	BALANCE - CURRENT DATE	36,638.99	
	TOTAL FUND EQUITY		3,278,228.31
	TOTAL LIABILITIES AND EQUITY		3,291,908.96

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAXES</u>					
110-310-4112	PROPERTY TAXES - CURRENT	48,130.61	138,583.94	142,768.00	4,184.06	97.1
110-310-4114	PROPERTY TAXES - PRIOR	203.41	1,793.98	5,293.00	3,499.02	33.9
	TOTAL TAXES	48,334.02	140,377.92	148,061.00	7,683.08	94.8
	<u>INVESTMENT EARNINGS</u>					
110-315-4125	INTEREST EARNED	444.07	2,914.45	6,130.00	3,215.55	47.5
	TOTAL INVESTMENT EARNINGS	444.07	2,914.45	6,130.00	3,215.55	47.5
	<u>INTERGOVERNMENTAL</u>					
110-320-4132	STATE REVENUE SHARING	.00	5,018.79	10,421.00	5,402.21	48.2
110-320-4134	CIGARETTE TAX	207.55	649.10	1,000.00	350.90	64.9
110-320-4136	LIQUOR TAX	1,275.80	9,091.99	20,564.00	11,472.01	44.2
110-320-4145	TRANSIENT ROOM TAX	.00	5.47	300.00	294.53	1.8
110-320-4148	MARIJUANA TAX DISTRIBUTION	1,576.58	3,193.91	5,200.00	2,006.09	61.4
	TOTAL INTERGOVERNMENTAL	3,059.93	17,959.26	37,485.00	19,525.74	47.9
	<u>GRANT REVENUES</u>					
110-325-4151	GRANT REVENUE	.00	30,000.00	1,050,000.00	1,020,000.00	2.9
110-325-4152	TOURISM GRANT	.00	10,137.00	9,832.00	(305.00)	103.1
110-325-4154	SUMMER READING GRANT	.00	.00	1,000.00	1,000.00	.0
110-325-4158	DLCD GRANT	.00	.00	1,000.00	1,000.00	.0
	TOTAL GRANT REVENUES	.00	40,137.00	1,061,832.00	1,021,695.00	3.8
	<u>FRANCHISE FEES</u>					
110-330-4310	CABLE FRANCHISE FEES	.00	2,760.57	4,388.00	1,627.43	62.9
110-330-4312	ELECTRIC FRANCHISE FEES	.00	25,354.86	47,298.00	21,943.14	53.6
110-330-4314	GARBAGE FRANCHISE FEES	.00	.00	4,000.00	4,000.00	.0
110-330-4316	TELECOM FRANCHISE FEES	.00	.00	1,706.00	1,706.00	.0
	TOTAL FRANCHISE FEES	.00	28,115.43	57,392.00	29,276.57	49.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>LICENSES & PERMITS</u>					
110-335-4352	LAND USE & DEVELOPMENT	.00	6,502.00	13,500.00	6,998.00	48.2
110-335-4354	MISC PERMITS & LICENSES	20.00	370.00	250.00	(120.00)	148.0
110-335-4356	BUILDING PERMIT FEES	676.31	15,318.20	40,634.00	25,315.80	37.7
110-335-4358	ELECTRICAL PERMIT FEES	324.80	3,729.60	6,095.00	2,365.40	61.2
110-335-4360	DOG LICENSES	84.00	400.00	700.00	300.00	57.1
	TOTAL LICENSES & PERMITS	1,105.11	26,319.80	61,179.00	34,859.20	43.0
	<u>CHARGES FOR SERVICE</u>					
110-340-4410	COPY, FAX, NOTARY & RESEARCH	190.00	722.30	100.00	(622.30)	722.3
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	50.00	250.00	350.00	100.00	71.4
110-340-4419	ELECTION FILING FEES	.00	.00	50.00	50.00	.0
110-340-4421	SDC/CET ADMIN FEE	525.79	2,549.82	2,200.00	(349.82)	115.9
110-340-4423	PAY STATION REVENUE	.00	73.75	100.00	26.25	73.8
	TOTAL CHARGES FOR SERVICE	765.79	3,595.87	4,550.00	954.13	79.0
	<u>SDC REVENUE</u>					
110-345-4511	PARKS REIMBURSEMENT SDC	47.00	282.00	387.00	105.00	72.9
	TOTAL SDC REVENUE	47.00	282.00	387.00	105.00	72.9
	<u>FINES & FORFEITURES</u>					
110-350-4625	MUNICIPAL COURT REVENUE	(357.00)	1,544.00	2,942.00	1,398.00	52.5
	TOTAL FINES & FORFEITURES	(357.00)	1,544.00	2,942.00	1,398.00	52.5
	<u>LOAN PAYMENTS & PROCEEDS</u>					
110-360-4225	LOAN PROCEEDS	.00	.00	.00	.00	.0
	TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	.00	.00	.0
	<u>REIMBURSEMENT REVENUE</u>					
110-365-4752	REIMBURSEMENT REVENUE	.00	.00	5,000.00	5,000.00	.0
110-365-4790	SVDP PROJECT REIMBURSEMENT	.00	.00	.00	.00	.0
	TOTAL REIMBURSEMENT REVENUE	.00	.00	5,000.00	5,000.00	.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>OTHER REVENUE</u>					
110-370-4822	BBJ ADMIN FEE	.00	.00	.00	.00	.0
110-370-4824	DONATIONS	.00	85.25	.00	(85.25)	.0
110-370-4825	LIBRARY DONATIONS	.00	.00	1,000.00	1,000.00	.0
110-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
	TOTAL OTHER REVENUE	.00	85.25	1,000.00	914.75	8.5
	<u>MISCELLANEOUS REVENUE</u>					
110-385-4895	MISCELLANEOUS REVENUE	75.68	2,262.16	2,500.00	237.84	90.5
	TOTAL MISCELLANEOUS REVENUE	75.68	2,262.16	2,500.00	237.84	90.5
	<u>TRANSFERS IN</u>					
110-390-4912	TRANSFER FROM STREET FUND	.00	.00	.00	.00	.0
110-390-4914	TRANSFER FROM BBJ FUND	.00	.00	.00	.00	.0
110-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	53,474.60	263,593.14	1,388,458.00	1,124,864.86	19.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ADMINISTRATION</u>					
	<u>PERSONAL SERVICES</u>					
110-410-5110	CITY ADMINISTRATOR	1,386.66	9,013.29	17,305.00	8,291.71	52.1
110-410-5112	FINANCE CLERK	.00	.00	.00	.00	.0
110-410-5114	CITY CLERK	440.48	2,852.63	5,153.00	2,300.37	55.4
110-410-5150	PUBLIC WORKS DIRECTOR	.00	.00	.00	.00	.0
110-410-5152	UTILITY WORKER I	.00	.00	.00	.00	.0
110-410-5154	UTILITY WORKER II	.00	.00	.00	.00	.0
110-410-5156	UTILITY WORKER III	.00	.00	.00	.00	.0
110-410-5158	MAINTENANCE WORKER I	137.05	903.33	1,824.00	920.67	49.5
110-410-5220	OVERTIME	5.72	28.58	193.00	164.42	14.8
110-410-5315	SOCIAL SECURITY/MEDICARE	150.69	979.06	2,195.00	1,215.94	44.6
110-410-5320	WORKER'S COMP	.61	109.57	179.00	69.43	61.2
110-410-5350	UNEMPLOYMENT	.00	.00	1,733.00	1,733.00	.0
110-410-5410	HEALTH INSURANCE	265.93	2,143.81	3,582.00	1,438.19	59.9
110-410-5450	PUBLIC EMPLOYEES RETIREMENT	339.62	2,206.36	4,220.00	2,013.64	52.3
110-410-5910	WAGE ADJUSTMENT	.00	.00	.00	.00	.0
	TOTAL PERSONAL SERVICES	2,726.76	18,236.63	36,384.00	18,147.37	50.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-410-6110 AUDITING	.00	.00	4,419.00	4,419.00	.0
110-410-6112 LEGAL SERVICES	.00	155.40	5,000.00	4,844.60	3.1
110-410-6114 FINANCIAL SERVICES	312.00	2,524.75	3,749.00	1,224.25	67.3
110-410-6122 IT SERVICES	335.10	5,726.60	5,753.00	26.40	99.5
110-410-6124 COPIER CONTRACT	217.28	957.18	2,000.00	1,042.82	47.9
110-410-6128 OTHER CONTRACT SERVICES	7,535.00	29,662.00	2,371.00	(27,291.00)	1251.0
110-410-6132 LCOG	.00	.00	.00	.00	.0
110-410-6190 COMPUTER SERV/WARR/CONTRACTS	.00	.00	.00	.00	.0
110-410-6210 INSURANCE & BONDS	.00	5,968.33	6,115.00	146.67	97.6
110-410-6220 PUBLICATIONS, PRINTING & DUES	595.41	1,248.44	6,900.00	5,651.56	18.1
110-410-6222 NEWSLETTER EXPENDITURE	.00	.00	1,200.00	1,200.00	.0
110-410-6226 POSTAGE	.00	231.15	750.00	518.85	30.8
110-410-6228 PUBLIC NOTICES	.00	.00	1,000.00	1,000.00	.0
110-410-6230 OFFICE SUPPLIES/EQUIPMENT	18.78	886.67	1,000.00	113.33	88.7
110-410-6234 GENERAL SUPPLIES	.00	13.30	1,000.00	986.70	1.3
110-410-6238 BANK SERVICE CHARGES	18.18	561.52	1,000.00	438.48	56.2
110-410-6240 TRAVEL & TRAINING	.00	1,973.11	1,500.00	(473.11)	131.5
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	965.92	2,000.00	1,034.08	48.3
110-410-6420 WATER SERVICES	41.23	1,302.96	200.00	(1,102.96)	651.5
110-410-6425 SEWER SERVICES	90.40	539.76	150.00	(389.76)	359.8
110-410-6430 ELECTRICITY SERVICES	359.86	1,158.42	550.00	(608.42)	210.6
110-410-6435 INTERNET SERVICES	92.47	533.32	315.00	(218.32)	169.3
110-410-6440 TELEPHONE SERVICES	210.90	1,225.07	342.00	(883.07)	358.2
110-410-6445 REFUSE SERVICES	14.10	55.93	90.00	34.07	62.1
110-410-6510 COUNCIL EXPENDITURE	.00	.00	2,000.00	2,000.00	.0
110-410-6512 STATE ETHICS COMMISSION	.00	548.87	600.00	51.13	91.5
110-410-6514 LEAGUE OF OREGON CITIES(LOC)	.00	.00	.00	.00	.0
110-410-6792 REIMBURSABLE EXPENDITURE	.00	.00	5,000.00	5,000.00	.0
TOTAL MATERIALS & SERVICES	9,840.71	56,238.70	56,604.00	365.30	99.4
<u>CAPITAL OUTLAY</u>					
110-410-8225 BUILDINGS & FACILITIES	.00	.00	90,000.00	90,000.00	.0
110-410-8320 SOFTWARE	.00	5,925.15	.00	(5,925.15)	.0
110-410-8335 EQUIPMENT & FURNISHINGS	.00	.00	.00	.00	.0
110-410-8425 VEHICLES & ROLLING STOCK	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	.00	5,925.15	90,000.00	84,074.85	6.6
TOTAL ADMINISTRATION	12,567.47	80,400.48	182,988.00	102,587.52	43.9
<u>PARKS & RECREATION</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>						
110-420-5110	CITY ADMINISTRATOR	346.66	2,253.29	4,328.00	2,074.71	52.1
110-420-5150	PUBLIC WORKS DIRECTOR	287.08	1,864.15	3,374.00	1,509.85	55.3
110-420-5152	UTILITY WORKER I	619.24	3,920.61	3,276.00	(644.61)	119.7
110-420-5154	UTILITY WORKER II	.00	.00	3,276.00	3,276.00	.0
110-420-5156	UTILITY WORKER III	.00	.00	.00	.00	.0
110-420-5158	MAINTENANCE WORKER I	685.20	4,516.08	9,118.00	4,601.92	49.5
110-420-5220	OVERTIME	24.81	197.46	1,351.00	1,153.54	14.6
110-420-5315	SOCIAL SECURITY/MEDICARE	150.15	975.51	2,217.00	1,241.49	44.0
110-420-5320	WORKER'S COMP	1.01	428.12	1,709.00	1,280.88	25.1
110-420-5350	UNEMPLOYMENT	.00	.00	1,861.00	1,861.00	.0
110-420-5410	HEALTH INSURANCE	299.94	2,052.76	4,316.00	2,263.24	47.6
110-420-5450	PUBLIC EMPLOYEES RETIREMENT	338.43	2,030.88	4,262.00	2,231.12	47.7
110-420-5910	WAGE ADJUSTMENT	.00	.00	.00	.00	.0
TOTAL PERSONAL SERVICES		2,752.52	18,238.86	39,088.00	20,849.14	46.7
<u>MATERIALS & SERVICES</u>						
110-420-6128	OTHER CONTRACT SERVICES	.00	2,830.00	1,000.00	(1,830.00)	283.0
110-420-6234	GENERAL SUPPLIES	.00	3,867.81	2,000.00	(1,867.81)	193.4
110-420-6290	MISCELLANEOUS	.00	.00	500.00	500.00	.0
110-420-6320	BUILDING REPAIR & MAINTENANCE	.00	695.57	2,500.00	1,804.43	27.8
110-420-6324	EQUIPMENT REPAIR & MAINTENANCE	.00	265.96	1,000.00	734.04	26.6
110-420-6328	PROPERTY MAINTENANCE	.00	.00	.00	.00	.0
110-420-6330	OTHER REPAIR & MAINTENANCE	2,652.55	3,632.69	5,000.00	1,367.31	72.7
110-420-6334	NON-CAPITALIZED ASSETS	.00	1,290.90	2,000.00	709.10	64.6
110-420-6339	MAINTENANCE - NELSON LAND DONA	.00	.00	500.00	500.00	.0
110-420-6420	WATER SERVICES	57.67	1,921.84	5,150.00	3,228.16	37.3
110-420-6425	SEWER SERVICES	120.54	719.72	1,439.00	719.28	50.0
110-420-6430	ELECTRICITY SERVICES	54.02	287.65	614.00	326.35	46.9
110-420-6445	REFUSE SERVICES	28.20	142.26	288.00	145.74	49.4
110-420-6710	GAS & OIL	.00	776.19	812.00	35.81	95.6
TOTAL MATERIALS & SERVICES		2,912.98	16,430.59	22,803.00	6,372.41	72.1
<u>CAPITAL OUTLAY</u>						
110-420-8225	BUILDINGS & FACILITIES	.00	.00	.00	.00	.0
110-420-8335	EQUIPMENT & FURNISHINGS	.00	.00	.00	.00	.0
110-420-8425	VEHICLES & ROLLING STOCK	.00	.00	.00	.00	.0
110-420-8520	PARKS IMPROVEMENTS	.00	7,187.65	790,000.00	782,812.35	.9
TOTAL CAPITAL OUTLAY		.00	7,187.65	790,000.00	782,812.35	.9
<u>TOTAL PARKS & RECREATION</u>						
TOTAL PARKS & RECREATION		5,665.50	41,857.10	851,891.00	810,033.90	4.9
<u>POLICE</u>						

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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	<u>MATERIALS & SERVICES</u>					
110-430-6118	POLICE SERVICES	.00	11,718.00	30,561.00	18,843.00	38.3
110-430-6334	NON-CAPITALIZED ASSETS	.00	.00	5,000.00	5,000.00	.0
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	TOTAL MATERIALS & SERVICES	.00	11,718.00	35,561.00	23,843.00	33.0
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	TOTAL POLICE	.00	11,718.00	35,561.00	23,843.00	33.0
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	<u>COMMUNITY DEVELOPMENT</u>					
	<u>PERSONAL SERVICES</u>					
110-440-5110	CITY ADMINISTRATOR	346.66	2,253.29	4,325.00	2,071.71	52.1
110-440-5112	FINANCE CLERK	.00	.00	.00	.00	.0
110-440-5114	CITY CLERK	220.24	1,426.32	2,577.00	1,150.68	55.4
110-440-5220	OVERTIME	2.86	14.29	97.00	82.71	14.7
110-440-5315	SOCIAL SECURITY/MEDICARE	43.60	282.65	628.00	345.35	45.0
110-440-5320	WORKER'S COMP	.17	36.26	14.00	(22.26)	259.0
110-440-5350	UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-440-5410	HEALTH INSURANCE	100.53	849.75	1,314.00	464.25	64.7
110-440-5450	PUBLIC EMPLOYEES RETIREMENT	98.22	636.76	1,207.00	570.24	52.8
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	TOTAL PERSONAL SERVICES	812.28	5,499.32	10,670.00	5,170.68	51.5
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	<u>MATERIALS & SERVICES</u>					
110-440-6116	ENGINEERING SERVICES	940.76	6,008.26	500.00	(5,508.26)	1201.7
110-440-6128	OTHER CONTRACT SERVICES	.00	18,092.22	10,000.00	(8,092.22)	180.9
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	6,486.28	11,382.26	10,125.00	(1,257.26)	112.4
110-440-6524	BUILDING PERMIT COSTS	6,286.54	23,923.98	31,282.00	7,358.02	76.5
110-440-6525	ELECTRICAL PERMIT COSTS	384.00	3,856.71	4,650.00	793.29	82.9
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	TOTAL MATERIALS & SERVICES	14,097.58	63,263.43	57,657.00	(5,606.43)	109.7
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	TOTAL COMMUNITY DEVELOPMENT	14,909.86	68,762.75	68,327.00	(435.75)	100.6
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	<u>LIBRARY</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-450-5130 LIBRARIAN/SPECIAL EVENTS	.00	.00	11,700.00	11,700.00	.0
110-450-5158 MAINTENANCE WORKER I	137.05	903.33	.00	(903.33)	.0
110-450-5315 SOCIAL SECURITY/MEDICARE	10.49	69.13	1,049.00	979.87	6.6
110-450-5320 WORKER'S COMP	.09	53.25	50.00	(3.25)	106.5
110-450-5350 UNEMPLOYMENT	.00	.00	741.00	741.00	.0
110-450-5450 PUBLIC EMPLOYEES RETIREMENT	23.63	155.71	2,017.00	1,861.29	7.7
TOTAL PERSONAL SERVICES	171.26	1,181.42	15,557.00	14,375.58	7.6
<u>MATERIALS & SERVICES</u>					
110-450-6122 IT SERVICES	7.20	295.20	7,440.00	7,144.80	4.0
110-450-6128 OTHER CONTRACT SERVICES	.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	.00	1,320.44	100.00	(1,220.44)	1320.4
110-450-6334 NON-CAPITALIZED ASSETS	.00	.00	1,000.00	1,000.00	.0
110-450-6420 WATER SERVICES	13.75	434.34	1,200.00	765.66	36.2
110-450-6425 SEWER SERVICES	30.14	179.96	732.00	552.04	24.6
110-450-6430 ELECTRICITY SERVICES	119.95	386.14	3,600.00	3,213.86	10.7
110-450-6435 INTERNET SERVICES	92.47	533.32	2,100.00	1,566.68	25.4
110-450-6440 TELEPHONE SERVICES	.00	.00	300.00	300.00	.0
110-450-6445 REFUSE SERVICES	14.10	55.93	600.00	544.07	9.3
110-450-6530 SUMMER READING PROGRAM	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	277.61	3,455.33	22,372.00	18,916.67	15.4
<u>CAPITAL OUTLAY</u>					
110-450-8225 BUILDINGS & FACILITIES	.00	.00	302,000.00	302,000.00	.0
110-450-8335 EQUIPMENT & FURNISHINGS	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	302,000.00	302,000.00	.0
TOTAL LIBRARY	448.87	4,636.75	339,929.00	335,292.25	1.4
<u>CODE ENFORCEMENT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-460-5110 CITY ADMINISTRATOR	346.66	2,253.29	4,326.00	2,072.71	52.1
110-460-5150 PUBLIC WORKS DIRECTOR	287.08	1,864.15	3,374.00	1,509.85	55.3
110-460-5220 OVERTIME	.00	80.15	.00	(80.15)	.0
110-460-5315 SOCIAL SECURITY/MEDICARE	48.48	321.10	691.00	369.90	46.5
110-460-5320 WORKER'S COMP	.18	36.36	307.00	270.64	11.8
110-460-5350 UNEMPLOYMENT	.00	.00	573.00	573.00	.0
110-460-5410 HEALTH INSURANCE	100.02	684.30	1,439.00	754.70	47.6
110-460-5450 PUBLIC EMPLOYEES RETIREMENT	109.26	723.67	1,328.00	604.33	54.5
TOTAL PERSONAL SERVICES	891.68	5,963.02	12,038.00	6,074.98	49.5

<u>MATERIALS & SERVICES</u>					
110-460-6128 OTHER CONTRACT SERVICES	.00	206.54	2,500.00	2,293.46	8.3
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	.00	274.84	.00	(274.84)	.0
110-460-6540 DOG/CAT CONTROL	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	.00	481.38	2,700.00	2,218.62	17.8

TOTAL CODE ENFORCEMENT	891.68	6,444.40	14,738.00	8,293.60	43.7
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TOURISM

<u>MATERIALS & SERVICES</u>					
110-470-6128 OTHER CONTRACT SERVICES	.00	.00	1,000.00	1,000.00	.0
110-470-6224 MARKETING	.00	120.00	2,000.00	1,880.00	6.0
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	64.82	306.61	5,000.00	4,693.39	6.1
110-470-6327 COMMUNITY GRANT PROGRAM	.00	.00	3,000.00	3,000.00	.0
110-470-6328 MATCHING GRANT FUNDS	.00	.00	.00	.00	.0
110-470-6550 TOURISM FUNDED PROJECTS	.00	1,072.15	.00	(1,072.15)	.0
TOTAL MATERIALS & SERVICES	64.82	1,498.76	11,350.00	9,851.24	13.2

TOTAL TOURISM	64.82	1,498.76	11,350.00	9,851.24	13.2
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MUNICIPAL COURT

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-480-5110 CITY ADMINISTRATOR	346.66	2,253.29	4,325.00	2,071.71	52.1
110-480-5112 FINANCE CLERK	.00	.00	.00	.00	.0
110-480-5114 CITY CLERK	220.24	1,426.32	2,577.00	1,150.68	55.4
110-480-5220 OVERTIME	2.86	14.29	97.00	82.71	14.7
110-480-5315 SOCIAL SECURITY/MEDICARE	43.60	282.65	628.00	345.35	45.0
110-480-5320 WORKER'S COMP	.17	36.26	14.00	(22.26)	259.0
110-480-5350 UNEMPLOYMENT	.00	.00	508.00	508.00	.0
110-480-5410 HEALTH INSURANCE	100.53	849.75	1,314.00	464.25	64.7
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	98.22	636.76	1,207.00	570.24	52.8
TOTAL PERSONAL SERVICES	812.28	5,499.32	10,670.00	5,170.68	51.5
<u>MATERIALS & SERVICES</u>					
110-480-6120 JUDGE CONTRACT	.00	.00	1,250.00	1,250.00	.0
110-480-6121 BAILIFF CONTRACT	.00	.00	.00	.00	.0
110-480-6128 OTHER CONTRACT SERVICES	.00	46.59	1,500.00	1,453.41	3.1
110-480-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	.00	.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
110-480-6290 MISCELLANEOUS	.00	.00	.00	.00	.0
110-480-6560 STATE ASSESSMENTS	90.00	90.00	500.00	410.00	18.0
TOTAL MATERIALS & SERVICES	90.00	136.59	3,500.00	3,363.41	3.9
TOTAL MUNICIPAL COURT	902.28	5,635.91	14,170.00	8,534.09	39.8
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
110-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	13,668.00	13,668.00	.0
110-800-7120 LOAN PRINCIPAL - SDC FUND LOAN	.00	.00	.00	.00	.0
110-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	18,601.00	18,601.00	.0
110-800-7520 LOAN INTEREST - SDC FUND LOAN	.00	.00	.00	.00	.0
TOTAL DEBT SERVICES	.00	.00	32,269.00	32,269.00	.0
TOTAL DEBT SERVICE	.00	.00	32,269.00	32,269.00	.0
<u>OTHER REQUIREMENTS</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
110-900-9117 TRANSFER TO SDC FUND	.00	.00	.00	.00	.0
110-900-9130 TRANSFER TO WATER FUND	.00	.00	.00	.00	.0
110-900-9140 TRANSFER TO SEWER FUND	.00	.00	.00	.00	.0
110-900-9150 TRANSFER TO EQUIPMENT FUND	.00	6,000.00	6,000.00	.00	100.0
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
110-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	6,000.00	69,002.00	63,002.00	8.7
TOTAL OTHER REQUIREMENTS	.00	6,000.00	69,002.00	63,002.00	8.7
TOTAL FUND EXPENDITURES	35,450.48	226,954.15	1,620,225.00	1,393,270.85	14.0
NET REVENUE OVER EXPENDITURES	18,024.12	36,638.99	(231,767.00)	(268,405.99)	15.8

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

WATER FUND

ASSETS

230-1110	ALLOCATED CASH	104,691.76	
230-1115	CASH IN BANK - LGIP	88,174.45	
230-1250	DUE FROM OTHER FUNDS	.00	
230-1510	ACCOUNTS RECEIVABLE	25,589.71	
230-1530	GRANTS RECEIVABLE	.00	
230-1540	LOANS RECEIVABLE	.00	
230-1620	INVENTORY	.00	
230-1710	LAND	81,179.00	
230-1720	BUILDINGS & FACILITIES	34,291.00	
230-1730	EQUIPMENT & FURNISHINGS	105,273.63	
230-1740	VEHICLES & ROLLING STOCK	34,066.66	
230-1750	INFRASTRUCTURE	4,238,861.44	
230-1795	CONSTRUCTION IN PROGRESS	.00	
230-1820	AD - BUILDINGS & FACILITIES	(17,891.52)	
230-1830	AD - EQUIPMENT & FURNISHINGS	(71,429.93)	
230-1840	AD - VEHICLES & ROLLING STOCK	(13,373.12)	
230-1850	AD - INFRASTRUCTURE	(2,072,930.26)	
230-1950	DEFERRED OUTFLOWS OF RESOURCES	.00	
	TOTAL ASSETS		2,536,502.82

LIABILITIES AND EQUITY

LIABILITIES

230-2125	ACCOUNTS PAYABLE	.00	
230-2205	WAGES PAYABLE	3,253.84	
230-2210	PAYROLL TAXES PAYABLE	1,357.53	
230-2245	HEALTH INSURANCE PAYABLE	2,148.40	
230-2250	RETIREMENT PAYABLE	1,054.19	
230-2520	UTILITY DEPOSITS	35,440.00	
230-2750	LONG TERM DEBT	.00	
230-2950	DEFERRED INFLOWS OF RESOURCES	.00	
	TOTAL LIABILITIES		43,253.96

FUND EQUITY

230-3100	BEGINNING FUND BALANCE	140,327.53	
230-3275	GASB - FIXED ASSETS	2,318,046.90	
230-3277	GASB - LONG TERM DEBT	.00	
	REVENUE OVER EXPENDITURES - YTD	34,874.43	
	BALANCE - CURRENT DATE	34,874.43	
	TOTAL FUND EQUITY		2,493,248.86
	TOTAL LIABILITIES AND EQUITY		2,536,502.82

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
230-315-4125	INTEREST EARNED	174.48	1,140.23	2,902.00	1,761.77	39.3
	TOTAL INVESTMENT EARNINGS	174.48	1,140.23	2,902.00	1,761.77	39.3
	<u>GRANT REVENUES</u>					
230-325-4162	CDBG GRANT	.00	.00	.00	.00	.0
	TOTAL GRANT REVENUES	.00	.00	.00	.00	.0
	<u>LICENSES & PERMITS</u>					
230-335-4370	WATER/SEWER CONNECTION PERMIT	.00	500.00	2,000.00	1,500.00	25.0
	TOTAL LICENSES & PERMITS	.00	500.00	2,000.00	1,500.00	25.0
	<u>CHARGES FOR SERVICE</u>					
230-340-4425	WATER/SEWER SALES	23,592.35	202,011.54	333,048.00	131,036.46	60.7
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	333.48	2,288.38	4,337.00	2,048.62	52.8
230-340-4450	WATER/SEWER PENALTIES	225.00	1,696.56	.00	(1,696.56)	.0
	TOTAL CHARGES FOR SERVICE	24,150.83	205,996.48	339,885.00	133,888.52	60.6
	<u>SDC REVENUE</u>					
230-345-4531	WATER REIMBURSEMENT SDC	745.00	6,332.50	8,568.00	2,235.50	73.9
	TOTAL SDC REVENUE	745.00	6,332.50	8,568.00	2,235.50	73.9
	<u>LOAN PAYMENTS & PROCEEDS</u>					
230-360-4210	PRINCIPAL PAYMENTS RECIEVED	.00	.00	.00	.00	.0
230-360-4220	INTERIM FINANCING REVENUE	.00	.00	.00	.00	.0
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

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>REIMBURSEMENT REVENUE</u>					
230-365-4752	REIMBURSEMENT REVENUE	.00	.00	.00	.00	.0
230-365-4790	SVDP PROJECT REIMBURSEMENT	.00	.00	.00	.00	.0
	TOTAL REIMBURSEMENT REVENUE	.00	.00	.00	.00	.0
	<u>OTHER REVENUE</u>					
230-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
	TOTAL OTHER REVENUE	.00	.00	.00	.00	.0
	<u>MISCELLANEOUS REVENUE</u>					
230-385-4895	MISCELLANEOUS REVENUE	.00	179.91	5,000.00	4,820.09	3.6
	TOTAL MISCELLANEOUS REVENUE	.00	179.91	5,000.00	4,820.09	3.6
	<u>TRANSFERS IN</u>					
230-390-4910	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.0
230-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
230-390-4940	TRANSFER FROM SEWER FUND	.00	.00	.00	.00	.0
230-390-4955	TRANSFER FROM DEBT RESERVE FUN	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	25,070.31	214,149.12	533,355.00	319,205.88	40.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>NON-DEPARTMENTAL</u>					
	<u>PERSONAL SERVICES</u>					
230-490-5110	CITY ADMINISTRATOR	1,906.66	12,393.29	23,796.00	11,402.71	52.1
230-490-5112	FINANCE CLERK	.00	.00	.00	.00	.0
230-490-5114	CITY CLERK	1,761.92	11,410.53	20,613.00	9,202.47	55.4
230-490-5150	PUBLIC WORKS DIRECTOR	2,440.18	15,845.26	28,680.00	12,834.74	55.3
230-490-5152	UTILITY WORKER I	2,631.78	16,662.63	13,923.00	(2,739.63)	119.7
230-490-5154	UTILITY WORKER II	.00	.00	13,923.00	13,923.00	.0
230-490-5156	UTILITY WORKER III	.00	.00	.00	.00	.0
230-490-5158	MAINTENANCE WORKER I	205.56	1,354.87	2,735.00	1,380.13	49.5
230-490-5220	OVERTIME	128.30	1,294.09	6,516.00	5,221.91	19.9
230-490-5315	SOCIAL SECURITY/MEDICARE	694.20	4,510.48	9,882.00	5,371.52	45.6
230-490-5320	WORKER'S COMP	3.87	2,078.19	5,934.00	3,855.81	35.0
230-490-5350	UNEMPLOYMENT	.00	.00	8,736.00	8,736.00	.0
230-490-5410	HEALTH INSURANCE	2,147.08	15,987.72	29,720.00	13,732.28	53.8
230-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,564.40	9,452.67	18,996.00	9,543.33	49.8
	<u>TOTAL PERSONAL SERVICES</u>	<u>13,483.95</u>	<u>90,989.73</u>	<u>183,454.00</u>	<u>92,464.27</u>	<u>49.6</u>

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
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	312.00	2,524.75	3,749.00	1,224.25	67.3
230-490-6116 ENGINEERING SERVICES	757.50	1,342.50	80,000.00	78,657.50	1.7
230-490-6122 IT SERVICES	313.50	1,981.80	5,381.00	3,399.20	36.8
230-490-6128 OTHER CONTRACT SERVICES	70.00	420.00	2,000.00	1,580.00	21.0
230-490-6130 GENERAL CONTRACT SERVICES	.00	.00	.00	.00	.0
230-490-6190 COMPUTER SERV/WARR/CONTRACTS	.00	.00	.00	.00	.0
230-490-6210 INSURANCE & BONDS	.00	5,968.33	6,115.00	146.67	97.6
230-490-6220 PUBLICATIONS, PRINTING & DUES	104.00	229.84	1,000.00	770.16	23.0
230-490-6226 POSTAGE	200.00	925.00	1,707.00	782.00	54.2
230-490-6230 OFFICE SUPPLIES/EQUIPMENT	135.00	429.16	1,281.00	851.84	33.5
230-490-6234 GENERAL SUPPLIES	2,847.89	3,580.40	2,699.00	(881.40)	132.7
230-490-6238 BANK SERVICE CHARGES	255.72	1,796.28	2,825.00	1,028.72	63.6
230-490-6240 TRAVEL & TRAINING	.00	156.00	1,500.00	1,344.00	10.4
230-490-6290 MISCELLANEOUS	9.98	129.98	1,500.00	1,370.02	8.7
230-490-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
230-490-6324 EQUIPMENT REPAIR & MAINTENANCE	885.00	1,696.35	1,000.00	(696.35)	169.6
230-490-6330 OTHER REPAIR & MAINTENANCE	3.00	940.43	15,329.00	14,388.57	6.1
230-490-6334 NON-CAPITALIZED ASSETS	.00	3,840.86	1,500.00	(2,340.86)	256.1
230-490-6420 WATER SERVICES	38.32	321.41	1,697.00	1,375.59	18.9
230-490-6425 SEWER SERVICES	60.27	359.86	723.00	363.14	49.8
230-490-6430 ELECTRICITY SERVICES	1,401.17	7,536.53	19,254.00	11,717.47	39.1
230-490-6435 INTERNET SERVICES	70.00	420.00	865.00	445.00	48.6
230-490-6440 TELEPHONE SERVICES	257.29	1,528.44	3,886.00	2,357.56	39.3
230-490-6445 REFUSE SERVICES	28.20	124.36	233.00	108.64	53.4
230-490-6520 PERMITS	.00	.00	.00	.00	.0
230-490-6710 GAS & OIL	.00	213.95	1,602.00	1,388.05	13.4
230-490-6712 OPERATIONS & SUPPLIES	.00	1,533.41	.00	(1,533.41)	.0
230-490-6750 CHEMICALS & LAB SUPPLIES	83.38	7,203.29	21,349.00	14,145.71	33.7
230-490-6755 WATER/SEWER ANALYSIS	37.80	2,430.00	2,842.00	412.00	85.5
230-490-6758 WATER/SEWER CONNECTION EXPENDI	.00	89.05	.00	(89.05)	.0
TOTAL MATERIALS & SERVICES	7,870.02	47,721.98	187,456.00	139,734.02	25.5
TOTAL NON-DEPARTMENTAL	21,353.97	138,711.71	370,910.00	232,198.29	37.4
<u>CAPITAL OUTLAY</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>						
230-700-8320	SOFTWARE	.00	5,925.15	.00	(5,925.15)	.0
230-700-8335	EQUIPMENT & FURNISHINGS	.00	.00	.00	.00	.0
230-700-8425	VEHICLES & ROLLING STOCK	.00	.00	.00	.00	.0
230-700-8540	WATER SYSTEMS IMPROVEMTS	.00	.00	175,000.00	175,000.00	.0
230-700-8895	OTHER IMPROVEMENTS	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY		.00	5,925.15	175,000.00	169,074.85	3.4
TOTAL CAPITAL OUTLAY		.00	5,925.15	175,000.00	169,074.85	3.4
<u>DEBT SERVICE</u>						
<u>DEBT SERVICES</u>						
230-800-7110	LOAN PRINCIPAL	.00	15,794.15	15,794.00	(.15)	100.0
230-800-7111	LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	1,367.00	1,367.00	.0
230-800-7122	LOAN PRINCIPAL - SPWF	.00	4,265.31	4,265.00	(.31)	100.0
230-800-7124	LOAN PRINCIPAL - RD	.00	.00	16,093.00	16,093.00	.0
230-800-7510	LOAN INTEREST	.00	1,483.18	1,483.00	(.18)	100.0
230-800-7511	LOAN INTEREST - LIBRARY/CITY	.00	.00	1,860.00	1,860.00	.0
230-800-7522	LOAN INTEREST - SPWF	.00	3,157.19	3,157.00	(.19)	100.0
230-800-7524	LOAN INTEREST - RD	.00	.00	23,292.00	23,292.00	.0
TOTAL DEBT SERVICES		.00	24,699.83	67,311.00	42,611.17	36.7
TOTAL DEBT SERVICE		.00	24,699.83	67,311.00	42,611.17	36.7
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
230-900-9117	TRANSFER TO SDC FUND	.00	.00	.00	.00	.0
230-900-9120	TRANSFER TO WATER RESERVE FUND	.00	3,938.00	3,938.00	.00	100.0
230-900-9140	TRANSFER TO SEWER FUND	.00	.00	.00	.00	.0
230-900-9150	TRANSFER TO EQUIPMENT FUND	.00	6,000.00	6,000.00	.00	100.0
230-900-9590	CONTINGENCY	.00	.00	55,311.00	55,311.00	.0
230-900-9893	RESERVED FOR FUTURE USE - WATE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS		.00	9,938.00	65,249.00	55,311.00	15.2
TOTAL OTHER REQUIREMENTS		.00	9,938.00	65,249.00	55,311.00	15.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	21,353.97	179,274.69	678,470.00	499,195.31	26.4
NET REVENUE OVER EXPENDITURES	3,716.34	34,874.43	(145,115.00)	(179,989.43)	24.0

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	61,697.90	
240-1115	CASH IN BANK - LGIP	85,800.98	
240-1510	ACCOUNTS RECEIVABLE	32,730.84	
240-1530	GRANTS RECEIVABLE	.00	
240-1540	LOANS RECEIVABLE	.00	
240-1620	INVENTORY	.00	
240-1710	LAND	11,000.00	
240-1720	BUILDINGS & FACILITIES	81,869.40	
240-1730	EQUIPMENT & FURNISHINGS	33,629.38	
240-1740	VEHICLES & ROLLING STOCK	34,063.50	
240-1750	INFRASTRUCTURE	4,708,963.28	
240-1795	CONSTRUCTION IN PROGRESS	.00	
240-1820	AD - BUILDINGS & FACILITIES	(37,397.52)	
240-1830	AD - EQUIPMENT & FURNISHINGS	(17,521.06)	
240-1840	AD - VEHICLES & ROLLING STOCK	(13,372.98)	
240-1850	AD - INFRASTRUCTURE	(2,689,427.31)	
240-1950	DEFERRED OUTFLOWS OF RESOURCES	.00	
TOTAL ASSETS			2,292,036.41

LIABILITIES AND EQUITY

LIABILITIES

240-2125	ACCOUNTS PAYABLE	.00	
240-2205	WAGES PAYABLE	3,253.74	
240-2210	PAYROLL TAXES PAYABLE	1,357.58	
240-2245	HEALTH INSURANCE PAYABLE	2,148.39	
240-2250	RETIREMENT PAYABLE	1,054.22	
240-2450	DUE TO OTHER FUNDS	.00	
240-2750	LONG TERM DEBT	.00	
240-2950	DEFERRED INFLOWS OF RESOURCES	.00	
TOTAL LIABILITIES			7,813.93

FUND EQUITY

240-3100	BEGINNING FUND BALANCE	176,147.72	
240-3275	GASB - FIXED ASSETS	2,111,806.69	
240-3277	GASB - LONG TERM DEBT	.00	
REVENUE OVER EXPENDITURES - YTD		(3,731.93)	
BALANCE - CURRENT DATE		(3,731.93)	
TOTAL FUND EQUITY			2,284,222.48
TOTAL LIABILITIES AND EQUITY			2,292,036.41

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
240-315-4125	INTEREST EARNED	167.51	1,090.68	3,640.00	2,549.32	30.0
	TOTAL INVESTMENT EARNINGS	167.51	1,090.68	3,640.00	2,549.32	30.0
	<u>GRANT REVENUES</u>					
240-325-4151	GRANT REVENUE	.00	.00	.00	.00	.0
240-325-4162	CDBG GRANT	.00	.00	.00	.00	.0
	TOTAL GRANT REVENUES	.00	.00	.00	.00	.0
	<u>LICENSES & PERMITS</u>					
240-335-4354	MISC PERMITS & LICENSES	.00	.00	.00	.00	.0
240-335-4370	WATER/SEWER CONNECTION PERMIT	.00	460.00	920.00	460.00	50.0
	TOTAL LICENSES & PERMITS	.00	460.00	920.00	460.00	50.0
	<u>CHARGES FOR SERVICE</u>					
240-340-4425	WATER/SEWER SALES	30,425.68	212,118.62	394,156.00	182,037.38	53.8
240-340-4430	WATER/SEWER CONNECTION FEES	.00	.00	.00	.00	.0
240-340-4450	WATER/SEWER PENALTIES	220.00	1,553.62	.00	(1,553.62)	.0
	TOTAL CHARGES FOR SERVICE	30,645.68	213,672.24	394,156.00	180,483.76	54.2
	<u>SDC REVENUE</u>					
240-345-4541	SEWER REIMBURSEMENT SDC	618.00	4,004.64	4,944.00	939.36	81.0
	TOTAL SDC REVENUE	618.00	4,004.64	4,944.00	939.36	81.0
	<u>LOAN PAYMENTS & PROCEEDS</u>					
240-360-4220	INTERIM FINANCING REVENUE	.00	.00	.00	.00	.0
240-360-4225	LOAN PROCEEDS	.00	.00	.00	.00	.0
	TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	.00	.00	.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>OTHER REVENUE</u>					
240-370-4824	DONATIONS	.00	.00	.00	.00	.0
240-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
	TOTAL OTHER REVENUE	.00	.00	.00	.00	.0
	<u>MISCELLANEOUS REVENUE</u>					
240-385-4895	MISCELLANEOUS REVENUE	.00	85.83	4,500.00	4,414.17	1.9
	TOTAL MISCELLANEOUS REVENUE	.00	85.83	4,500.00	4,414.17	1.9
	<u>TRANSFERS IN</u>					
240-390-4910	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.0
240-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
240-390-4921	TRANSFER FROM SEWER RESERVE FU	.00	.00	.00	.00	.0
240-390-4930	TRANSFER FROM WATER FUND	.00	.00	.00	.00	.0
240-390-4955	TRANSFER FROM DEBT RESERVE FUN	.00	12,724.00	12,724.00	.00	100.0
	TOTAL TRANSFERS IN	.00	12,724.00	12,724.00	.00	100.0
	TOTAL FUND REVENUE	31,431.19	232,037.39	420,884.00	188,846.61	55.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
	<u>NON-DEPARTMENTAL</u>					
	<u>PERSONAL SERVICES</u>					
240-490-5110	CITY ADMINISTRATOR	1,906.72	12,393.68	23,796.00	11,402.32	52.1
240-490-5112	FINANCE CLERK	.00	.00	.00	.00	.0
240-490-5114	CITY CLERK	1,761.90	11,410.40	20,613.00	9,202.60	55.4
240-490-5150	PUBLIC WORKS DIRECTOR	2,440.16	15,845.14	28,680.00	12,834.86	55.3
240-490-5152	UTILITY WORKER I	2,631.74	16,662.45	13,923.00	(2,739.45)	119.7
240-490-5154	UTILITY WORKER II	.00	.00	13,923.00	13,923.00	.0
240-490-5156	UTILITY WORKER III	.00	.00	.00	.00	.0
240-490-5158	MAINTENANCE WORKER I	205.56	1,354.87	2,735.00	1,380.13	49.5
240-490-5220	OVERTIME	128.30	1,294.06	6,516.00	5,221.94	19.9
240-490-5315	SOCIAL SECURITY/MEDICARE	694.18	4,510.30	9,882.00	5,371.70	45.6
240-490-5320	WORKER'S COMP	3.87	2,078.22	5,934.00	3,855.78	35.0
240-490-5350	UNEMPLOYMENT	.00	.00	8,736.00	8,736.00	.0
240-490-5410	HEALTH INSURANCE	2,147.06	15,987.64	29,720.00	13,732.36	53.8
240-490-5450	PUBLIC EMPLOYEES RETIREMENT	1,564.41	9,452.69	18,996.00	9,543.31	49.8
	<u>TOTAL PERSONAL SERVICES</u>	<u>13,483.90</u>	<u>90,989.45</u>	<u>183,454.00</u>	<u>92,464.55</u>	<u>49.6</u>

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
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	312.00	2,524.75	3,749.00	1,224.25	67.3
240-490-6116 ENGINEERING SERVICES	.00	3,435.40	100,000.00	96,564.60	3.4
240-490-6122 IT SERVICES	313.50	2,223.27	3,881.00	1,657.73	57.3
240-490-6128 OTHER CONTRACT SERVICES	70.00	1,920.00	3,600.00	1,680.00	53.3
240-490-6130 GENERAL CONTRACT SERVICES	.00	.00	.00	.00	.0
240-490-6190 COMPUTER SERV/WARR/CONTRACTS	.00	.00	.00	.00	.0
240-490-6210 INSURANCE & BONDS	.00	5,968.33	6,115.00	146.67	97.6
240-490-6220 PUBLICATIONS, PRINTING & DUES	104.00	229.84	600.00	370.16	38.3
240-490-6226 POSTAGE	200.00	925.00	2,000.00	1,075.00	46.3
240-490-6230 OFFICE SUPPLIES/EQUIPMENT	77.72	218.19	500.00	281.81	43.6
240-490-6234 GENERAL SUPPLIES	358.04	1,979.85	2,000.00	20.15	99.0
240-490-6238 BANK SERVICE CHARGES	255.71	1,796.27	1,498.00	(298.27)	119.9
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	17.96	1,450.84	1,000.00	(450.84)	145.1
240-490-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	284.46	5,000.00	4,715.54	5.7
240-490-6330 OTHER REPAIR & MAINTENANCE	3.00	11,434.60	12,500.00	1,065.40	91.5
240-490-6334 NON-CAPITALIZED ASSETS	.00	529.92	1,000.00	470.08	53.0
240-490-6420 WATER SERVICES	1,905.23	12,066.98	11,457.00	(609.98)	105.3
240-490-6425 SEWER SERVICES	587.68	3,283.99	6,620.00	3,336.01	49.6
240-490-6430 ELECTRICITY SERVICES	1,106.46	4,451.75	25,068.00	20,616.25	17.8
240-490-6435 INTERNET SERVICES	210.95	280.92	.00	(280.92)	.0
240-490-6440 TELEPHONE SERVICES	144.22	859.27	1,518.00	658.73	56.6
240-490-6445 REFUSE SERVICES	28.20	124.36	238.00	113.64	52.3
240-490-6520 PERMITS	.00	.00	3,100.00	3,100.00	.0
240-490-6710 GAS & OIL	.00	135.10	1,457.00	1,321.90	9.3
240-490-6712 OPERATIONS & SUPPLIES	.00	.00	.00	.00	.0
240-490-6750 CHEMICALS & LAB SUPPLIES	487.93	3,942.20	14,700.00	10,757.80	26.8
240-490-6755 WATER/SEWER ANALYSIS	639.90	5,309.10	10,483.00	5,173.90	50.6
240-490-6758 WATER/SEWER CONNECTION EXPENDI	.00	.00	.00	.00	.0
240-490-6792 REIMBURSABLE EXPENDITURE	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	6,822.50	65,374.39	225,003.00	159,628.61	29.1
TOTAL NON-DEPARTMENTAL	20,306.40	156,363.84	408,457.00	252,093.16	38.3

CAPITAL OUTLAY

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
240-700-8225 BUILDINGS & FACILITIES	5,982.00	5,982.00	.00	(5,982.00)	.0
240-700-8320 SOFTWARE	.00	5,925.15	.00	(5,925.15)	.0
240-700-8335 EQUIPMENT & FURNISHINGS	9,434.92	24,434.92	42,000.00	17,565.08	58.2
240-700-8425 VEHICLES & ROLLING STOCK	.00	.00	.00	.00	.0
240-700-8550 SEWER SYSTEMS	.00	.00	.00	.00	.0
240-700-8890 PROJECTS	.00	.00	.00	.00	.0
TOTAL CAPITAL OUTLAY	15,416.92	36,342.07	42,000.00	5,657.93	86.5
TOTAL CAPITAL OUTLAY	15,416.92	36,342.07	42,000.00	5,657.93	86.5
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
240-800-7110 LOAN PRINCIPAL	.00	18,313.00	18,313.00	.00	100.0
240-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	1,367.00	1,367.00	.0
240-800-7122 LOAN PRINCIPAL - SPWF	.00	4,265.31	4,056.00	(209.31)	105.2
240-800-7124 LOAN PRINCIPAL - RD	.00	.00	6,263.00	6,263.00	.0
240-800-7126 LOAN PRINCIPAL - INTERFUND LOA	.00	.00	.00	.00	.0
240-800-7510 LOAN INTEREST	.00	9,752.91	9,573.00	(179.91)	101.9
240-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	1,860.00	1,860.00	.0
240-800-7522 LOAN INTEREST - SPWF	.00	3,157.19	3,367.00	209.81	93.8
240-800-7524 LOAN INTEREST - RD	.00	.00	9,487.00	9,487.00	.0
240-800-7911 INTERIM LOAN RD FINANCING INTE	.00	.00	.00	.00	.0
TOTAL DEBT SERVICES	.00	35,488.41	54,286.00	18,797.59	65.4
TOTAL DEBT SERVICE	.00	35,488.41	54,286.00	18,797.59	65.4
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
240-900-9117 TRANSFER TO SDC FUND	.00	.00	.00	.00	.0
240-900-9121 TRANSFER TO SEWER RESERVE FUND	.00	1,575.00	1,575.00	.00	100.0
240-900-9150 TRANSFER TO EQUIPMENT FUND	.00	6,000.00	6,000.00	.00	100.0
240-900-9590 CONTINGENCY	.00	.00	90,595.00	90,595.00	.0
240-900-9893 RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	7,575.00	98,170.00	90,595.00	7.7
TOTAL OTHER REQUIREMENTS	.00	7,575.00	98,170.00	90,595.00	7.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	35,723.32	235,769.32	602,913.00	367,143.68	39.1
NET REVENUE OVER EXPENDITURES	(4,292.13)	(3,731.93)	(182,029.00)	(178,297.07)	(2.1)

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	28,064.77	
312-1115	CASH IN BANK - LGIP	67,426.57	
312-1510	ACCOUNTS RECEIVABLE	.00	
312-1620	INVENTORY	.00	
312-1710	LAND	.00	
312-1720	BUILDINGS & FACILITIES	.00	
312-1730	EQUIPMENT & FURNISHINGS	4,526.20	
312-1740	VEHICLES & ROLLING STOCK	11,299.83	
312-1750	INFRASTRUCTURE	1,248,212.00	
312-1795	CONSTRUCTION IN PROGRESS	.00	
312-1820	AD - BUILDINGS & FACILITIES	.00	
312-1830	AD - EQUIPMENT & FURNISHINGS	(226.31)	
312-1840	AD - VEHICLES & ROLLING STOCK	(564.99)	
312-1850	AD - INFRASTRUCTURE	(345,520.97)	
TOTAL ASSETS			1,013,217.10

LIABILITIES AND EQUITY

LIABILITIES

312-2125	ACCOUNTS PAYABLE	.00	
312-2205	WAGES PAYABLE	336.94	
312-2210	PAYROLL TAXES PAYABLE	149.77	
312-2245	HEALTH INSURANCE PAYABLE	200.14	
312-2250	RETIREMENT PAYABLE	111.26	
TOTAL LIABILITIES			798.11

FUND EQUITY

312-3100	BEGINNING FUND BALANCE	90,839.13	
312-3275	GASB - FIXED ASSETS	917,725.76	
REVENUE OVER EXPENDITURES - YTD		3,854.10	
BALANCE - CURRENT DATE		3,854.10	
TOTAL FUND EQUITY			1,012,418.99
TOTAL LIABILITIES AND EQUITY			1,013,217.10

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
312-315-4125	INTEREST EARNED	130.08	852.80	2,045.00	1,192.20	41.7
	TOTAL INVESTMENT EARNINGS	130.08	852.80	2,045.00	1,192.20	41.7
	<u>INTERGOVERNMENTAL</u>					
312-320-4140	LANE COUNTY DISTRIBUTIONS	.00	.00	.00	.00	.0
312-320-4142	STATE DISTRIBUTIONS	6,943.42	40,021.07	79,288.00	39,266.93	50.5
	TOTAL INTERGOVERNMENTAL	6,943.42	40,021.07	79,288.00	39,266.93	50.5
	<u>GRANT REVENUES</u>					
312-325-4151	GRANT REVENUE	.00	.00	150,000.00	150,000.00	.0
	TOTAL GRANT REVENUES	.00	.00	150,000.00	150,000.00	.0
	<u>SDC REVENUE</u>					
312-345-4513	TRANSPORTATION REIMBURSEMENT S	104.00	1,560.00	1,605.00	45.00	97.2
	TOTAL SDC REVENUE	104.00	1,560.00	1,605.00	45.00	97.2
	<u>LOAN PAYMENTS & PROCEEDS</u>					
312-360-4210	PRINCIPAL PAYMENTS RECEIVED	.00	.00	.00	.00	.0
312-360-4215	INTEREST PAYMENTS RECEIVED	.00	.00	.00	.00	.0
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
	<u>REIMBURSEMENT REVENUE</u>					
312-365-4752	REIMBURSEMENT REVENUE	.00	.00	.00	.00	.0
312-365-4791	SVDP PROJECT REVENUE	.00	.00	.00	.00	.0
	TOTAL REIMBURSEMENT REVENUE	.00	.00	.00	.00	.0
	<u>OTHER REVENUE</u>					
312-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
	TOTAL OTHER REVENUE	.00	.00	.00	.00	.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>MISCELLANEOUS REVENUE</u>					
312-385-4895	MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	7,177.50	42,433.87	500,980.00	458,546.13	8.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110 CITY ADMINISTRATOR	346.66	2,253.29	4,326.00	2,072.71	52.1
312-490-5112 FINANCE CLERK	.00	.00	.00	.00	.0
312-490-5150 PUBLIC WORKS DIRECTOR	287.08	1,864.15	3,374.00	1,509.85	55.3
312-490-5152 UTILITY WORKER I	309.62	1,960.33	1,638.00	(322.33)	119.7
312-490-5154 UTILITY WORKER II	.00	.00	1,638.00	1,638.00	.0
312-490-5156 UTILITY WORKER III	.00	.00	.00	.00	.0
312-490-5158 MAINTENANCE WORKER I	.00	.00	.00	.00	.0
312-490-5220 OVERTIME	12.40	138.78	676.00	537.22	20.5
312-490-5315 SOCIAL SECURITY/MEDICARE	73.12	475.59	1,045.00	569.41	45.5
312-490-5320 WORKER'S COMP	.42	476.19	673.00	196.81	70.8
312-490-5350 UNEMPLOYMENT	.00	.00	913.00	913.00	.0
312-490-5410 HEALTH INSURANCE	199.99	1,368.41	2,877.00	1,508.59	47.6
312-490-5450 PUBLIC EMPLOYEES RETIREMENT	164.77	988.06	2,009.00	1,020.94	49.2
312-490-5910 WAGE ADJUSTMENT	.00	.00	.00	.00	.0
TOTAL PERSONAL SERVICES	1,394.06	9,524.80	19,169.00	9,644.20	49.7
<u>MATERIALS & SERVICES</u>					
312-490-6110 AUDITING	.00	.00	1,473.00	1,473.00	.0
312-490-6114 FINANCIAL SERVICES	104.00	841.58	1,250.00	408.42	67.3
312-490-6116 ENGINEERING SERVICES	.00	132.10	1,000.00	867.90	13.2
312-490-6122 IT SERVICES	99.70	684.60	1,342.00	657.40	51.0
312-490-6128 OTHER CONTRACT SERVICES	.00	2,327.50	12,772.00	10,444.50	18.2
312-490-6210 INSURANCE & BONDS	.00	1,989.44	2,038.00	48.56	97.6
312-490-6234 GENERAL SUPPLIES	19.50	169.50	150.00	(19.50)	113.0
312-490-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
312-490-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	133.73	500.00	366.27	26.8
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	384.61	5,131.88	20,363.00	15,231.12	25.2
312-490-6720 STORM DRAIN MAINTENANCE	.00	1,185.80	.00	(1,185.80)	.0
312-490-6724 STREET SIGNS	415.60	3,865.05	500.00	(3,365.05)	773.0
312-490-6726 STREET LIGHTS	.00	.00	.00	.00	.0
TOTAL MATERIALS & SERVICES	1,023.41	16,461.18	52,388.00	35,926.82	31.4
TOTAL NON-DEPARTMENTAL	2,417.47	25,985.98	71,557.00	45,571.02	36.3
<u>CAPITAL OUTLAY</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>						
312-700-8320	SOFTWARE	.00	179.55	.00	(179.55)	.0
312-700-8335	EQUIPMENT & FURNISHINGS	.00	.00	.00	.00	.0
312-700-8425	VEHICLES & ROLLING STOCK	.00	.00	.00	.00	.0
312-700-8530	STREET IMPROVEMENTS	.00	8,414.24	438,042.00	429,627.76	1.9
312-700-8532	SIGNAGE	.00	.00	.00	.00	.0
	TOTAL CAPITAL OUTLAY	.00	8,593.79	438,042.00	429,448.21	2.0
	TOTAL CAPITAL OUTLAY	.00	8,593.79	438,042.00	429,448.21	2.0
<u>DEBT SERVICE</u>						
<u>DEBT SERVICES</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
	TOTAL DEBT SERVICES	.00	.00	1,613.00	1,613.00	.0
	TOTAL DEBT SERVICE	.00	.00	1,613.00	1,613.00	.0
<u>OTHER REQUIREMENTS</u>						
<u>OTHER REQUIREMENTS</u>						
312-900-9150	TRANSFER TO EQUIPMENT FUND	.00	4,000.00	4,000.00	.00	100.0
312-900-9590	CONTINGENCY	.00	.00	85,427.00	85,427.00	.0
312-900-9898	RESERVED FOR FUTURE USE - STRE	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	4,000.00	89,427.00	85,427.00	4.5
	TOTAL OTHER REQUIREMENTS	.00	4,000.00	89,427.00	85,427.00	4.5
	TOTAL FUND EXPENDITURES	2,417.47	38,579.77	600,639.00	562,059.23	6.4
	NET REVENUE OVER EXPENDITURES	4,760.03	3,854.10	(99,659.00)	(103,513.10)	3.9

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

BLACKBERRY JAM FUND

ASSETS

314-1110	ALLOCATED CASH	13,221.71	
314-1116	CASH IN BANK - BBJ CHECKING	.00	
314-1117	BLACKBERRY JAM CD	.00	
314-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		13,221.71

LIABILITIES AND EQUITY

LIABILITIES

314-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

314-3100	BEGINNING FUND BALANCE	16,392.43	
	REVENUE OVER EXPENDITURES - YTD	(3,170.72)	
	BALANCE - CURRENT DATE	(3,170.72)	
	TOTAL FUND EQUITY		13,221.71
	TOTAL LIABILITIES AND EQUITY		13,221.71

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INVESTMENT EARNINGS</u>					
314-315-4125 INTEREST EARNED	.82	4.29	291.00	286.71	1.5
TOTAL INVESTMENT EARNINGS	.82	4.29	291.00	286.71	1.5
<u>OTHER REVENUE</u>					
314-370-4824 BBJ DONATIONS	.00	30.00	.00	(30.00)	.0
314-370-4849 CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
TOTAL OTHER REVENUE	.00	30.00	.00	(30.00)	.0
<u>FUNDRAISING & EVENT REVENUE</u>					
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	.00	1,675.00	3,000.00	1,325.00	55.8
314-380-4862 FOOD BOOTH SALES	.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	25.00	1,515.00	1,500.00	(15.00)	101.0
314-380-4866 QUILT RAFFLE SALES	.00	3,373.00	4,000.00	627.00	84.3
314-380-4868 PROGRAM AD SALES	.00	1,545.00	2,750.00	1,205.00	56.2
314-380-4870 SPONSORSHIP REVENUE	.00	750.00	4,000.00	3,250.00	18.8
314-380-4872 PIE SALES	.00	.00	.00	.00	.0
314-380-4874 50/50 RAFFLE SALES	.00	.00	.00	.00	.0
314-380-4876 5K RACE REVENUE	.00	.00	1,100.00	1,100.00	.0
314-380-4878 CAR SHOW REVENUE	.00	3,445.00	3,500.00	55.00	98.4
314-380-4880 FISHING DERBY REVENUE	.00	200.00	440.00	240.00	45.5
314-380-4882 HORSESHOE TOURNEY REVENUE	.00	145.00	100.00	(45.00)	145.0
314-380-4884 KIDZ KORNER REVENUE	.00	726.35	1,000.00	273.65	72.6
314-380-4886 PIE EATING CONTEST REVENUE	.00	124.00	100.00	(24.00)	124.0
314-380-4888 RC FLYERS REVENUE	.00	.00	.00	.00	.0
314-380-4889 BBJ FESTIVAL OTHER REVENUE	.00	.00	.00	.00	.0
TOTAL FUNDRAISING & EVENT REVENUE	25.00	14,088.35	25,690.00	11,601.65	54.8
<u>MISCELLANEOUS REVENUE</u>					
314-385-4895 MISCELLANEOUS REVENUE	20.00	101.00	500.00	399.00	20.2
TOTAL MISCELLANEOUS REVENUE	20.00	101.00	500.00	399.00	20.2
TOTAL FUND REVENUE	45.82	14,223.64	26,481.00	12,257.36	53.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
314-490-6118 POLICE SERVICES	.00	1,220.00	1,500.00	280.00	81.3
314-490-6122 IT SERVICES	15.05	277.64	450.00	172.36	61.7
314-490-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	1,200.00	1,200.00	.0
314-490-6224 FESTIVAL ADVERTISEMENT	.00	1,376.27	1,500.00	123.73	91.8
314-490-6226 POSTAGE	.00	.00	50.00	50.00	.0
314-490-6238 BANK SERVICE CHARGES	.00	25.92	.00 (25.92)	.0
314-490-6290 MISCELLANEOUS	.00	2,289.54	2,000.00 (289.54)	114.5
314-490-6440 TELEPHONE SERVICES	.00	.00	200.00	200.00	.0
314-490-6445 REFUSE SERVICES	.00	.00	1,000.00	1,000.00	.0
314-490-6705 RENT	.00	400.00	1,000.00	600.00	40.0
314-490-6714 MATERIALS & SERVICES	.00	.00	.00	.00	.0
314-490-6810 CRAFT/COMMERCIAL BOOTH EXP	.00	26.85	750.00	723.15	3.6
314-490-6812 FOOD BOOTH EXP	.00	150.00	100.00 (50.00)	150.0
314-490-6813 BEER GARDEN	.00	.00	1,500.00	1,500.00	.0
314-490-6814 JAM SALES EXP	.00	486.00	750.00	264.00	64.8
314-490-6816 QUILT RAFFLE	.00	2,770.00	4,000.00	1,230.00	69.3
314-490-6820 SPONSORSHIP EXP	.00	.00	.00	.00	.0
314-490-6822 PIE SALES EXP	.00	.00	.00	.00	.0
314-490-6850 5K RACE EXP	.00	.00	600.00	600.00	.0
314-490-6852 CAR SHOW EXP	.00	3,748.42	4,000.00	251.58	93.7
314-490-6854 FISHING DERBY EXP	.00	200.00	440.00	240.00	45.5
314-490-6856 HORSESHOE TOURNEY EXP	.00	.00	50.00	50.00	.0
314-490-6858 KIDZ KORNER EXP	.00	380.00	1,000.00	620.00	38.0
314-490-6860 PIE EATING CONTEST EXP	.00	283.72	200.00 (83.72)	141.9
314-490-6862 RC FLYERS EXP	.00	.00	100.00	100.00	.0
314-490-6864 ENTERTAINMENT EXP	.00	3,760.00	4,000.00	240.00	94.0
TOTAL MATERIALS & SERVICES	15.05	17,394.36	26,390.00	8,995.64	65.9
TOTAL NON-DEPARTMENTAL	15.05	17,394.36	26,390.00	8,995.64	65.9
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
314-900-9110 TRANSFER TO GENERAL FUND	.00	.00	.00	.00	.0
314-900-9590 CONTINGENCY	.00	.00	14,613.00	14,613.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	14,613.00	14,613.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	14,613.00	14,613.00	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	15.05	17,394.36	41,003.00	23,608.64	42.4
NET REVENUE OVER EXPENDITURES	30.77	(3,170.72)	(14,522.00)	(11,351.28)	(21.8)

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

PARKS SDC FUND

ASSETS

410-1110	ALLOCATED CASH	13,613.69	
410-1115	CASH IN BANK - LGIP	38,402.68	
410-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		52,016.37

LIABILITIES AND EQUITY

LIABILITIES

410-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

410-3100	BEGINNING FUND BALANCE	45,622.34	
410-3350	CURRENT YEAR CHANGE IN FUND BA	.00	
410-3400	ENDING FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	6,394.03	
	BALANCE - CURRENT DATE	6,394.03	
	TOTAL FUND EQUITY		52,016.37
	TOTAL LIABILITIES AND EQUITY		52,016.37

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

PARKS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
410-315-4125	INTEREST EARNED	73.99	484.03	1,163.00	678.97	41.6
	TOTAL INVESTMENT EARNINGS	73.99	484.03	1,163.00	678.97	41.6
	<u>SDC REVENUE</u>					
410-345-4510	PARK SDC FEES	985.00	5,910.00	7,880.00	1,970.00	75.0
410-345-4511	PARKS REIMBURSEMENT SDC	.00	.00	.00	.00	.0
	TOTAL SDC REVENUE	985.00	5,910.00	7,880.00	1,970.00	75.0
	<u>TRANSFERS IN</u>					
410-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	1,058.99	6,394.03	9,043.00	2,648.97	70.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

PARKS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MATERIALS & SERVICES</u>					
410-490-6714	MATERIALS & SERVICES	.00	.00	10,000.00	10,000.00	.0
	TOTAL MATERIALS & SERVICES	.00	.00	10,000.00	10,000.00	.0
	TOTAL DEPARTMENT 490	.00	.00	10,000.00	10,000.00	.0
	<u>CAPITAL OUTLAY</u>					
	<u>CAPITAL OUTLAY</u>					
410-700-8520	PARKS IMPROVEMENTS	.00	.00	45,556.00	45,556.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	45,556.00	45,556.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	45,556.00	45,556.00	.0
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
410-900-9895	RESERVED FOR FUTURE USE - PARK	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	55,556.00	55,556.00	.0
	NET REVENUE OVER EXPENDITURES	1,058.99	6,394.03	(46,513.00)	(52,907.03)	13.8

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

STREETS SDC FUND

<u>ASSETS</u>			
412-1110	ALLOCATED CASH	17,318.01	
412-1115	CASH IN BANK - LGIP	28,539.62	
412-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		45,857.63
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
412-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
412-3100	BEGINNING FUND BALANCE	36,616.57	
412-3350	CURRENT YEAR CHANGE IN FUND BA	.00	
412-3400	ENDING FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	9,241.06	
	BALANCE - CURRENT DATE	9,241.06	
	TOTAL FUND EQUITY		45,857.63
	TOTAL LIABILITIES AND EQUITY		45,857.63

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STREETS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
412-315-4125	INTEREST EARNED	55.44	361.06	712.00	350.94	50.7
	TOTAL INVESTMENT EARNINGS	55.44	361.06	712.00	350.94	50.7
	<u>SDC REVENUE</u>					
412-345-4512	TRANSPORTATION SDC	592.00	8,880.00	4,736.00	(4,144.00)	187.5
	TOTAL SDC REVENUE	592.00	8,880.00	4,736.00	(4,144.00)	187.5
	<u>TRANSFERS IN</u>					
412-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	647.44	9,241.06	5,448.00	(3,793.06)	169.6

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STREETS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MATERIALS & SERVICES</u>					
412-490-6128	OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
412-490-6714	MATERIALS & SERVICES	.00	.00	.00	.00	.0
	TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
	 TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
	 <u>CAPITAL OUTLAY</u>					
	<u>CAPITAL OUTLAY</u>					
412-700-8530	STREET IMPROVEMENTS	.00	.00	31,951.00	31,951.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	31,951.00	31,951.00	.0
	 TOTAL CAPITAL OUTLAY	.00	.00	31,951.00	31,951.00	.0
	 <u>OTHER REQUIREMENTS</u>					
	 <u>OTHER REQUIREMENTS</u>					
412-900-9898	RESERVED FOR FUTURE USE - STRE	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	 TOTAL FUND EXPENDITURES	.00	.00	33,951.00	33,951.00	.0
	 NET REVENUE OVER EXPENDITURES	647.44	9,241.06	(28,503.00)	(37,744.06)	32.4

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

SDC FUND

ASSETS

417-1110	ALLOCATED CASH	.00	
417-1115	CASH IN BANK - LGIP	.00	
417-1510	ACCOUNTS RECEIVABLE	.00	
		<hr/>	
	TOTAL ASSETS		.00
			<hr/>

LIABILITIES AND EQUITY

LIABILITIES

417-2125	ACCOUNTS PAYABLE	.00	
		<hr/>	
	TOTAL LIABILITIES		.00

FUND EQUITY

417-3100	BEGINNING FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	.00	
		<hr/>	
	BALANCE - CURRENT DATE	.00	
		<hr/>	
	TOTAL FUND EQUITY		.00
			<hr/>
	TOTAL LIABILITIES AND EQUITY		.00
			<hr/>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
417-315-4125	INTEREST EARNED	.00	.00	.00	.00	.0
	TOTAL INVESTMENT EARNINGS	.00	.00	.00	.00	.0
<hr/>						
417-345-4510	PARK SDC FEES	.00	.00	.00	.00	.0
417-345-4511	PARKS REIMBURSEMENT SDC	.00	.00	.00	.00	.0
417-345-4512	TRANSPORTATION SDC	.00	.00	.00	.00	.0
417-345-4530	WATER SDC	.00	.00	.00	.00	.0
417-345-4540	SEWER SDC	.00	.00	.00	.00	.0
417-345-4545	STORM DRAINAGE SDC	.00	.00	.00	.00	.0
	TOTAL SOURCE 345	.00	.00	.00	.00	.0
<hr/>						
	<u>LOAN PAYMENTS & PROCEEDS</u>					
417-360-4210	INTERFUND LOAN PRINCIPLE FROM	.00	.00	.00	.00	.0
	TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	.00	.00	.0
<hr/>						
	<u>TRANSFERS IN</u>					
417-390-4910	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.0
417-390-4912	TRANSFER FROM STREET FUND	.00	.00	.00	.00	.0
417-390-4930	TRANSFER FROM WATER FUND	.00	.00	.00	.00	.0
417-390-4940	TRANSFER FROM SEWER FUND	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	.00	.00	.00	.00	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CAPITAL OUTLAY</u>					
	<u>CAPITAL OUTLAY</u>					
417-700-8520	PARKS IMPROVEMENTS	.00	.00	.00	.00	.0
417-700-8530	STREET IMPROVEMENTS	.00	.00	.00	.00	.0
417-700-8540	WATER SYSTEMS IMPROVEMTS	.00	.00	.00	.00	.0
417-700-8550	SEWER SYSTEMS	.00	.00	.00	.00	.0
417-700-8560	STORMWATER IMPROVEMENTS	.00	.00	.00	.00	.0
	<u>TOTAL CAPITAL OUTLAY</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	 TOTAL CAPITAL OUTLAY	 .00	 .00	 .00	 .00	 .0
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
417-900-9110	TRANSFER TO PARKS SDC FUND	.00	.00	.00	.00	.0
417-900-9112	TRANSFER TO STREETS SDC FUND	.00	.00	.00	.00	.0
417-900-9130	TRANSFER TO WATER SDC FUND	.00	.00	.00	.00	.0
417-900-9140	TRANSFER TO SEWER SDC FUND	.00	.00	.00	.00	.0
417-900-9145	TRANSFER TO STORMWATER SDC FUN	.00	.00	.00	.00	.0
417-900-9155	TRANSFER TO DEBT RESERVE FUND	.00	.00	.00	.00	.0
417-900-9893	RESERVED FOR FUTURE USE - WATE	.00	.00	.00	.00	.0
417-900-9895	RESERVED FOR FUTURE USE - PARK	.00	.00	.00	.00	.0
417-900-9896	RESERVED FOR FUTURE USE - STOR	.00	.00	.00	.00	.0
417-900-9897	RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
417-900-9898	RESERVED FOR FUTURE USE - STRE	.00	.00	.00	.00	.0
	<u>TOTAL OTHER REQUIREMENTS</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
	 TOTAL OTHER REQUIREMENTS	 .00	 .00	 .00	 .00	 .0
	 TOTAL FUND EXPENDITURES	 .00	 .00	 .00	 .00	 .0
	 NET REVENUE OVER EXPENDITURES	 .00	 .00	 .00	 .00	 .0

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

WATER SDC FUND

ASSETS

430-1110	ALLOCATED CASH	37,017.05	
430-1115	CASH IN BANK - LGIP	264,315.79	
430-1610	ACCOUNTS RECEIVABLE	.00	
		<hr/>	
	TOTAL ASSETS		301,332.84
			<hr/> <hr/>

LIABILITIES AND EQUITY

LIABILITIES

430-2225	ACCOUNTS PAYABLE	.00	
		<hr/>	
	TOTAL LIABILITIES		.00

FUND EQUITY

430-3100	BEGINNING FUND BALANCE	265,465.41	
430-3350	CURRENT YEAR CHANGE IN FUND BA	.00	
430-3400	ENDING FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	35,867.43	
		<hr/>	
	BALANCE - CURRENT DATE	35,867.43	
		<hr/>	
	TOTAL FUND EQUITY		301,332.84
			<hr/>
	TOTAL LIABILITIES AND EQUITY		301,332.84
			<hr/> <hr/>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
430-315-4125	INTEREST EARNED	505.88	3,312.43	5,987.00	2,674.57	55.3
	TOTAL INVESTMENT EARNINGS	505.88	3,312.43	5,987.00	2,674.57	55.3
	<u>SDC REVENUE</u>					
430-345-4530	WATER SDC	3,830.00	32,555.00	30,640.00	(1,915.00)	106.3
	TOTAL SDC REVENUE	3,830.00	32,555.00	30,640.00	(1,915.00)	106.3
	<u>TRANSFERS IN</u>					
430-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	4,335.88	35,867.43	36,627.00	759.57	97.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MATERIALS & SERVICES</u>					
430-490-6128	OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
430-490-6714	MATERIALS & SERVICES	.00	.00	.00	.00	.0
	TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
	TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
	<u>CAPITAL OUTLAY</u>					
	<u>CAPITAL OUTLAY</u>					
430-700-8540	WATER SYSTEMS IMPROVEMTS	.00	.00	274,087.00	274,087.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	274,087.00	274,087.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	274,087.00	274,087.00	.0
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
430-900-9893	RESERVED FOR FUTURE USE - WATE	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	276,087.00	276,087.00	.0
	NET REVENUE OVER EXPENDITURES	4,335.88	35,867.43	(239,460.00)	(275,327.43)	15.0

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

SEWER SDC FUND

ASSETS

440-1110	ALLOCATED CASH	16,049.13	
440-1115	CASH IN BANK - LGIP	120,418.33	
440-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		136,467.46

LIABILITIES AND EQUITY

LIABILITIES

440-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

440-3100	BEGINNING FUND BALANCE	128,016.68	
440-3350	CURRENT YEAR CHANGE IN FUND BA	.00	
440-3400	ENDING FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	8,450.78	
	BALANCE - CURRENT DATE	8,450.78	
	TOTAL FUND EQUITY		136,467.46
	TOTAL LIABILITIES AND EQUITY		136,467.46

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
440-315-4125	INTEREST EARNED	230.44	1,510.70	3,185.00	1,674.30	47.4
	TOTAL INVESTMENT EARNINGS	230.44	1,510.70	3,185.00	1,674.30	47.4
	<u>SDC REVENUE</u>					
440-345-4540	SEWER SDC	1,071.00	6,940.08	8,568.00	1,627.92	81.0
	TOTAL SDC REVENUE	1,071.00	6,940.08	8,568.00	1,627.92	81.0
	<u>TRANSFERS IN</u>					
440-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	1,301.44	8,450.78	11,753.00	3,302.22	71.9

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MATERIALS & SERVICES</u>					
440-490-6128	OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
440-490-6714	MATERIALS & SERVICES	.00	.00	.00	.00	.0
	TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
	TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
	<u>CAPITAL OUTLAY</u>					
	<u>CAPITAL OUTLAY</u>					
440-700-8550	SEWER SYSTEMS	.00	.00	137,136.00	137,136.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	137,136.00	137,136.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	137,136.00	137,136.00	.0
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
440-900-9897	RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	139,136.00	139,136.00	.0
	NET REVENUE OVER EXPENDITURES	1,301.44	8,450.78	(127,383.00)	(135,833.78)	6.6

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

STORMWATER SDC FUND

ASSETS

445-1110	ALLOCATED CASH	17,809.60	
445-1115	CASH IN BANK - LGIP	25,561.13	
445-1610	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		43,370.73

LIABILITIES AND EQUITY

LIABILITIES

445-2225	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

445-3100	BEGINNING FUND BALANCE	33,378.55	
445-3350	CURRENT YEAR CHANGE IN FUND BA	.00	
445-3400	ENDING FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	9,992.18	
	BALANCE - CURRENT DATE	9,992.18	
	TOTAL FUND EQUITY		43,370.73
	TOTAL LIABILITIES AND EQUITY		43,370.73

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STORMWATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
445-315-4125	INTEREST EARNED	49.79	323.78	758.00	434.22	42.7
	TOTAL INVESTMENT EARNINGS	49.79	323.78	758.00	434.22	42.7
	<u>SDC REVENUE</u>					
445-345-4545	STORM DRAINAGE SDC	673.00	9,668.40	5,384.00	(4,284.40)	179.6
	TOTAL SDC REVENUE	673.00	9,668.40	5,384.00	(4,284.40)	179.6
	<u>TRANSFERS IN</u>					
445-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	722.79	9,992.18	6,142.00	(3,850.18)	162.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

STORMWATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MATERIALS & SERVICES</u>					
445-490-6128	OTHER CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
445-490-6714	MATERIALS & SERVICES	.00	.00	.00	.00	.0
	TOTAL MATERIALS & SERVICES	.00	.00	2,000.00	2,000.00	.0
	 TOTAL DEPARTMENT 490	.00	.00	2,000.00	2,000.00	.0
	 <u>CAPITAL OUTLAY</u>					
	<u>CAPITAL OUTLAY</u>					
445-700-8560	STORMWATER IMPROVEMENTS	.00	.00	34,475.00	34,475.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	34,475.00	34,475.00	.0
	 TOTAL CAPITAL OUTLAY	.00	.00	34,475.00	34,475.00	.0
	 <u>OTHER REQUIREMENTS</u>					
	 <u>OTHER REQUIREMENTS</u>					
445-900-9897	RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
	 TOTAL FUND EXPENDITURES	.00	.00	36,475.00	36,475.00	.0
	 NET REVENUE OVER EXPENDITURES	722.79	9,992.18	(30,333.00)	(40,325.18)	32.9

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

WATER RESERVE FUND

ASSETS

520-1110	ALLOCATED CASH	23,637.30	
520-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		23,637.30

LIABILITIES AND EQUITY

LIABILITIES

520-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

520-3100	BEGINNING FUND BALANCE	19,691.87	
	REVENUE OVER EXPENDITURES - YTD	3,945.43	
	BALANCE - CURRENT DATE	3,945.43	
	TOTAL FUND EQUITY		23,637.30
	TOTAL LIABILITIES AND EQUITY		23,637.30

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
520-315-4125	INTEREST EARNED	1.46	7.43	.00	(7.43)	.0
	TOTAL INVESTMENT EARNINGS	1.46	7.43	.00	(7.43)	.0
	<u>TRANSFERS IN</u>					
520-390-4930	TRANSFER FROM WATER FUND	.00	3,938.00	3,938.00	.00	100.0
	TOTAL TRANSFERS IN	.00	3,938.00	3,938.00	.00	100.0
	TOTAL FUND REVENUE	1.46	3,945.43	3,938.00	(7.43)	100.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
520-900-9130	TRANSFER TO WATER FUND	.00	.00	.00	.00	.0
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 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	1.46	3,945.43	(19,690.00)	(23,635.43)	20.0

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

SEWER RESERVE FUND

<u>ASSETS</u>			
521-1110	ALLOCATED CASH	9,823.84	
521-1510	ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		9,823.84
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
521-2125	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00
<u>FUND EQUITY</u>			
521-3100	BEGINNING FUND BALANCE	8,245.73	
	REVENUE OVER EXPENDITURES - YTD	1,578.11	
	BALANCE - CURRENT DATE	1,578.11	
	TOTAL FUND EQUITY		9,823.84
	TOTAL LIABILITIES AND EQUITY		9,823.84

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
521-315-4125	INTEREST EARNED	.61	3.11	.00	(3.11)	.0
	TOTAL INVESTMENT EARNINGS	.61	3.11	.00	(3.11)	.0
	<u>TRANSFERS IN</u>					
521-390-4940	TRANSFER FROM SEWER FUND	.00	1,575.00	1,575.00	.00	100.0
	TOTAL TRANSFERS IN	.00	1,575.00	1,575.00	.00	100.0
	TOTAL FUND REVENUE	.61	1,578.11	1,575.00	(3.11)	100.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

SEWER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
521-900-9140	TRANSFER TO SEWER FUND	.00	.00	.00	.00	.0
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 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	.61	1,578.11	(8,245.00)	(9,823.11)	19.1

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

EQUIPMENT FUND

ASSETS

550-1110	ALLOCATED CASH	22,175.88	
550-1510	ACCOUNTS RECEIVABLE	.00	
		<hr/>	
	TOTAL ASSETS		22,175.88
			<hr/>

LIABILITIES AND EQUITY

LIABILITIES

550-2125	ACCOUNTS PAYABLE	.00	
		<hr/>	
	TOTAL LIABILITIES		.00

FUND EQUITY

550-3100	BEGINNING FUND BALANCE	173.86	
	REVENUE OVER EXPENDITURES - YTD	22,002.02	
		<hr/>	
	BALANCE - CURRENT DATE	22,002.02	
		<hr/>	
	TOTAL FUND EQUITY		22,175.88
			<hr/>
	TOTAL LIABILITIES AND EQUITY		22,175.88
			<hr/>

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

EQUIPMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
550-315-4125	INTEREST EARNED	1.37	2.02	.00	(2.02)	.0
	TOTAL INVESTMENT EARNINGS	1.37	2.02	.00	(2.02)	.0
	<u>OTHER REVENUE</u>					
550-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	.00	.00	.0
	TOTAL OTHER REVENUE	.00	.00	.00	.00	.0
	<u>TRANSFERS IN</u>					
550-390-4910	TRANSFER FROM GENERAL FUND	.00	6,000.00	6,000.00	.00	100.0
550-390-4912	TRANSFER FROM STREET FUND	.00	4,000.00	4,000.00	.00	100.0
550-390-4930	TRANSFER FROM WATER FUND	.00	6,000.00	6,000.00	.00	100.0
550-390-4940	TRANSFER FROM SEWER FUND	.00	6,000.00	6,000.00	.00	100.0
	TOTAL TRANSFERS IN	.00	22,000.00	22,000.00	.00	100.0
	TOTAL FUND REVENUE	1.37	22,002.02	22,000.00	(2.02)	100.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

EQUIPMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
<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 CAPITAL OUTLAY	.00	.00	22,035.00	22,035.00	.0
 <u>OTHER REQUIREMENTS</u>					
550-900-9110 TRANSFER TO GENERAL FUND	.00	.00	.00	.00	.0
550-900-9112 TRANSFER TO STREET FUND	.00	.00	.00	.00	.0
550-900-9130 TRANSFER TO WATER FUND	.00	.00	.00	.00	.0
550-900-9140 TRANSFER TO SEWER FUND	.00	.00	.00	.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	.00	.00	.0
TOTAL DEPARTMENT 900	.00	.00	.00	.00	.0
 TOTAL FUND EXPENDITURES	.00	.00	22,035.00	22,035.00	.0
 NET REVENUE OVER EXPENDITURES	1.37	22,002.02	(35.00)	(22,037.02)	62862.

CITY OF LOWELL
BALANCE SHEET
DECEMBER 31, 2019

DEBT RESERVE FUND

ASSETS

555-1110	ALLOCATED CASH	.00	
555-1115	CASH IN BANK - LGIP	133.13	
555-1510	ACCOUNTS RECEIVABLE	.00	
		<hr/>	
	TOTAL ASSETS		<hr/> <hr/> 133.13

LIABILITIES AND EQUITY

LIABILITIES

555-2125	ACCOUNTS PAYABLE	.00	
		<hr/>	
	TOTAL LIABILITIES		.00

FUND EQUITY

555-3100	BEGINNING FUND BALANCE	12,838.57	
	REVENUE OVER EXPENDITURES - YTD	(12,705.44)	
		<hr/>	
	BALANCE - CURRENT DATE	(12,705.44)	
		<hr/>	
	TOTAL FUND EQUITY		<hr/> 133.13
	TOTAL LIABILITIES AND EQUITY		<hr/> <hr/> 133.13

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

DEBT RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
555-315-4125	INTEREST EARNED	.25	18.56	.00	(18.56)	.0
	TOTAL INVESTMENT EARNINGS	.25	18.56	.00	(18.56)	.0
	<u>TRANSFERS IN</u>					
555-390-4917	TRANSFER FROM SDC FUND	.00	.00	.00	.00	.0
	TOTAL TRANSFERS IN	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	.25	18.56	.00	(18.56)	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2019

DEBT RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<hr/>						
OTHER REQUIREMENTS						
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OTHER REQUIREMENTS						
555-900-9130	TRANSFER TO WATER FUND	.00	.00	.00	.00	.0
555-900-9140	TRANSFER TO SEWER FUND	.00	12,724.00	12,724.00	.00	100.0
555-900-9893	RESERVED FOR FUTURE USE - WATE	.00	.00	.00	.00	.0
555-900-9897	RESERVED FOR FUTURE USE - SEWE	.00	.00	.00	.00	.0
<hr/>						
	TOTAL OTHER REQUIREMENTS	.00	12,724.00	12,724.00	.00	100.0
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	TOTAL OTHER REQUIREMENTS	.00	12,724.00	12,724.00	.00	100.0
<hr/>						
	TOTAL FUND EXPENDITURES	.00	12,724.00	12,724.00	.00	100.0
<hr/>						
	NET REVENUE OVER EXPENDITURES	.25	(12,705.44)	(12,724.00)	(18.56)	(99.9)
<hr/>						

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
15538						
01/07/2020	15538	Jared Cobb	110-420-6234	General Supplies	Park plants and supplies	130.26-
Total 15538:						130.26-
15685						
01/03/2020	15685	Banner Bank	110-410-6122	IT Services	Office Licenses	100.00
01/03/2020	15685	Banner Bank	110-470-6326	Covered Bridge Maintenanc	Covered Bridge Lighting	637.70
01/03/2020	15685	Banner Bank	110-410-6290	Miscellaneous	Employee Gift Cards	329.70
Total 15685:						1,067.40
15686						
01/03/2020	15686	CIS Trust	240-490-5320	Worker's Comp	Workers Compensation Allocation	1,025.64
01/03/2020	15686	CIS Trust	230-490-5320	Worker's Comp	Workers Compensation Allocation	1,025.64
01/03/2020	15686	CIS Trust	312-490-5320	Worker's Comp	Workers Compensation Allocation	236.69
01/03/2020	15686	CIS Trust	110-480-5320	Worker's Comp	Workers Compensation Allocation	17.53
01/03/2020	15686	CIS Trust	110-460-5320	Worker's Comp	Workers Compensation Allocation	17.53
01/03/2020	15686	CIS Trust	110-450-5320	Worker's Comp	Workers Compensation Allocation	26.30
01/03/2020	15686	CIS Trust	110-440-5320	Worker's Comp	Workers Compensation Allocation	17.53
01/03/2020	15686	CIS Trust	110-420-5320	Worker's Comp	Workers Compensation Allocation	210.40
01/03/2020	15686	CIS Trust	110-410-5320	Worker's Comp	Workers Compensation Allocation	52.60
Total 15686:						2,629.86
15687						
01/03/2020	15687	City of Lowell	240-490-6420	Water Services	Water Service	2,072.51
01/03/2020	15687	City of Lowell	240-490-6425	Sewer Services	Sewer Service	542.43
01/03/2020	15687	City of Lowell	230-490-6420	Water Services	Water Service	39.24
01/03/2020	15687	City of Lowell	230-490-6425	Sewer Services	Sewer Service	60.27
01/03/2020	15687	City of Lowell	110-450-6420	Water Services	Water Service	13.75
01/03/2020	15687	City of Lowell	110-450-6425	Sewer Services	Sewer Service	30.14
01/03/2020	15687	City of Lowell	110-420-6420	Water Services	Water Service	58.08
01/03/2020	15687	City of Lowell	110-420-6425	Sewer Services	Sewer Service	120.54
01/03/2020	15687	City of Lowell	110-410-6420	Water Services	Water Service	41.23
01/03/2020	15687	City of Lowell	110-410-6425	Sewer Services	Sewer Service	90.40
Total 15687:						3,068.59
15688						
01/03/2020	15688	City of Oakridge	110-430-6118	Police Services	Police Service	2,343.60
01/03/2020	15688	City of Oakridge	110-480-6128	Other Contract Services	Court Service	582.30
Total 15688:						2,925.90
15689						
01/03/2020	15689	Lane Electric Cooperative	110-420-6430	Electricity Services	Electricity	53.81
01/03/2020	15689	Lane Electric Cooperative	110-470-6326	Covered Bridge Maintenanc	Electricity	65.16
01/03/2020	15689	Lane Electric Cooperative	110-410-6430	Electricity Services	Electricity	352.18
01/03/2020	15689	Lane Electric Cooperative	312-490-6430	Electricity Services	Electricity	955.29
01/03/2020	15689	Lane Electric Cooperative	230-490-6430	Electricity Services	Electricity	1,971.84
01/03/2020	15689	Lane Electric Cooperative	240-490-6430	Electricity Services	Electricity	1,998.67
01/03/2020	15689	Lane Electric Cooperative	110-450-6430	Electricity Services	Electricity	117.40

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15689:						5,514.35
15690						
01/03/2020	15690	Lowell School District	110-2515	CET Tax Collected	CET Tax	8,595.56
Total 15690:						8,595.56
15691						
01/03/2020	15691	National Center for Executi	110-410-6128	Other Contract Services	Facilitate Evaluation Process	800.00
Total 15691:						800.00
15692						
01/07/2020	15692	Accurate Leak Detection	230-490-6330	Other Repair & Maintenanc	Leak Detection	375.00
Total 15692:						375.00
15693						
01/07/2020	15693	Aggregate Resource Crush	240-490-6330	Other Repair & Maintenanc	Gravel	161.70
Total 15693:						161.70
15694						
01/07/2020	15694	Cascade Columbia	230-490-6750	Chemicals & Lab Supplies	Tote of Pass C	1,966.42
01/07/2020	15694	Cascade Columbia	240-490-6750	Chemicals & Lab Supplies	Drums of Hypo and Thiosulfate	559.34
Total 15694:						2,525.76
15695						
01/07/2020	15695	Caselle	110-410-6122	IT Services	Contract Support and Maintenance	299.10
01/07/2020	15695	Caselle	230-490-6122	IT Services	Contract Support and Maintenance	299.10
01/07/2020	15695	Caselle	240-490-6122	IT Services	Contract Support and Maintenance	299.10
01/07/2020	15695	Caselle	312-490-6122	IT Services	Contract Support and Maintenance	99.70
Total 15695:						997.00
15696						
01/07/2020	15696	J & K Electrical LLC	240-490-6324	Equipment Repair & Maint	Trouble Shoot Electrical Problems	182.00
01/07/2020	15696	J & K Electrical LLC	110-420-6320	Building Repair & Maintena	Bubble Covers for Stage	241.98
Total 15696:						423.98
15697						
01/07/2020	15697	Jared Cobb	110-420-6234	General Supplies	Park plants and supplies	130.26
Total 15697:						130.26
15698						
01/07/2020	15698	Mid-State Industrial Inc	240-490-6330	Other Repair & Maintenanc	Vac-truck excavation	976.80
Total 15698:						976.80
15699						
01/07/2020	15699	OHA Cashier	230-490-6220	Publications, Printing & Du	2019 Annual Fee for Cross Conn. & Back	75.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15699:						75.00
15700						
01/07/2020	15700	Pacific Office Automation In	110-410-6128	Other Contract Services	Postage Machine	35.00
01/07/2020	15700	Pacific Office Automation In	230-490-6128	Other Contract Services	Postage Machine	70.00
01/07/2020	15700	Pacific Office Automation In	240-490-6128	Other Contract Services	Postage Machine	70.00
Total 15700:						175.00
15701						
01/07/2020	15701	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Lab	639.90
01/07/2020	15701	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	Lab	37.80
Total 15701:						677.70
15702						
01/07/2020	15702	Rogers Machinery Compan	240-490-6324	Equipment Repair & Maint	Blower at Sewer Plant	222.50
Total 15702:						222.50
15703						
01/07/2020	15703	Sanders, Tim	240-490-6128	Other Contract Services	DRC Fee for Nov. and Dec. 2019	600.00
Total 15703:						600.00
15704						
01/07/2020	15704	SaniPac	110-410-6445	Refuse Services	Refuse Services	8.99
01/07/2020	15704	SaniPac	110-420-6445	Refuse Services	Refuse Services	24.06
01/07/2020	15704	SaniPac	110-450-6445	Refuse Services	Refuse Services	8.99
01/07/2020	15704	SaniPac	230-490-6445	Refuse Services	Refuse Services	20.48
01/07/2020	15704	SaniPac	240-490-6445	Refuse Services	Refuse Services	20.48
Total 15704:						83.00
15705						
01/07/2020	15705	Sunbelt Rentals	240-490-6330	Other Repair & Maintenanc	20kw generator rental	1,894.08
Total 15705:						1,894.08
15706						
01/07/2020	15706	The Urban Collaborative, L	110-410-6128	Other Contract Services	City of Lowell Community Facilities Study	6,670.00
Total 15706:						6,670.00
15707						
01/07/2020	15707	Verizon Wireless	110-410-6440	Telephone Services	Cell Phone	52.82
01/07/2020	15707	Verizon Wireless	230-490-6440	Telephone Services	Cell Phone, Ipad	62.84
01/07/2020	15707	Verizon Wireless	240-490-6440	Telephone Services	Cell Phone, Ipad	62.84
Total 15707:						178.50
15708						
01/14/2020	15708	Backflow Specialties	230-490-6320	Building Repair & Maintena	Backflow Tests	1,230.92
Total 15708:						1,230.92

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
15709						
01/14/2020	15709	Banner Bank	314-490-6122	IT Services	Onebox	15.05
01/14/2020	15709	Banner Bank	110-420-6234	General Supplies	Dog Bags	46.72
01/14/2020	15709	Banner Bank	314-490-6122	IT Services	GoDaddy Domanin Service Fee	28.87
01/14/2020	15709	Banner Bank	230-490-6750	Chemicals & Lab Supplies	Salt	53.73
01/14/2020	15709	Banner Bank	110-470-6326	Covered Bridge Maintenanc	Propane	249.95
Total 15709:						394.32
15710						
01/14/2020	15710	Bridge Town Market	110-420-6710	Gas & Oil	Fuel	373.61
01/14/2020	15710	Bridge Town Market	240-490-6710	Gas & Oil	Fuel	117.18
01/14/2020	15710	Bridge Town Market	240-490-6234	General Supplies	General supplies	103.93
01/14/2020	15710	Bridge Town Market	230-490-6710	Gas & Oil	Fuel	117.19
01/14/2020	15710	Bridge Town Market	230-490-6234	General Supplies	General supplies	59.70
Total 15710:						771.61
15711						
01/14/2020	15711	Brothers Plumbing Inc	240-490-6324	Equipment Repair & Maint	Install gas line and shut off for generator	455.00
Total 15711:						455.00
15712						
01/14/2020	15712	Century Link	110-410-6440	Telephone Services	Telephone Service	154.73
01/14/2020	15712	Century Link	230-490-6440	Telephone Services	Telephone Service	193.81
01/14/2020	15712	Century Link	230-490-6435	Internet Services	Internet Service	70.00
01/14/2020	15712	Century Link	240-490-6440	Telephone Services	Telephone Service	81.51
Total 15712:						500.05
15713						
01/14/2020	15713	City of Oakridge	110-430-6118	Police Services	Police Service	2,343.60
Total 15713:						2,343.60
15714						
01/14/2020	15714	Civil West Engineering	230-490-6116	Engineering Services	Engineering Service	362.50
01/14/2020	15714	Civil West Engineering	110-440-6116	Engineering Services	Engineering Service	290.00
Total 15714:						652.50
15715						
01/14/2020	15715	DCBS-Fiscal Services	110-440-6524	Building Permit Costs	Surcharge on Building Permits	748.68
01/14/2020	15715	DCBS-Fiscal Services	110-440-6525	Electrical Permit Costs	Surcharge on Electrical Permits	105.84
Total 15715:						854.52
15716						
01/14/2020	15716	Ferguson	110-420-6234	General Supplies	Meter Box for PF Park Irrigation System	418.71
Total 15716:						418.71
15717						
01/14/2020	15717	Hunter Communications	110-450-6435	Internet Services	Internet Service	92.47
01/14/2020	15717	Hunter Communications	110-410-6435	Internet Services	Internet Service	92.47

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 15717:						184.94
15718						
01/14/2020	15718	Lane Council of Governme	110-410-6112	Legal Services	Legal Services	437.71
Total 15718:						437.71
15719						
01/14/2020	15719	LUCC	230-490-6330	Other Repair & Maintenanc	Fee for Utility Locating Service	50.00
01/14/2020	15719	LUCC	240-490-6330	Other Repair & Maintenanc	Fee for Utility Locating Service	50.00
Total 15719:						100.00
15720						
01/14/2020	15720	Municipal Code Corporatio	110-410-6122	IT Services	Website Hosting	100.00
Total 15720:						100.00
15721						
01/14/2020	15721	Nichols, Layli	110-410-6230	Office Supplies/Equipment	Tax Forms Reimbursement	41.98
01/14/2020	15721	Nichols, Layli	110-410-6114	Financial Services	Consulting Services	312.00
01/14/2020	15721	Nichols, Layli	312-490-6114	Financial Services	Consulting Services	104.00
01/14/2020	15721	Nichols, Layli	230-490-6114	Financial Services	Consulting Services	312.00
01/14/2020	15721	Nichols, Layli	240-490-6114	Financial Services	Consulting Services	312.00
Total 15721:						1,081.98
15722						
01/14/2020	15722	Northwest Code Profession	110-440-6524	Building Permit Costs	Building Permit Cost	468.71
01/14/2020	15722	Northwest Code Profession	110-440-6525	Electrical Permit Costs	Electrical Permit Cost	217.50
Total 15722:						686.21
15723						
01/14/2020	15723	One Call Concepts	240-490-6330	Other Repair & Maintenanc	Fee for Locates	4.20
01/14/2020	15723	One Call Concepts	230-490-6330	Other Repair & Maintenanc	Fee for Locates	4.20
Total 15723:						8.40
15724						
01/14/2020	15724	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	Lab	364.00
01/14/2020	15724	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Lab	213.30
Total 15724:						577.30
15725						
01/14/2020	15725	U.S. Equipment Finance	110-410-6124	Copier Contract	Copier Contract	147.98
Total 15725:						147.98
15726						
01/27/2020	15726	Aggregate Resource Crush	230-490-6330	Other Repair & Maintenanc	Gravel	316.79
Total 15726:						316.79

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
15727						
01/27/2020	15727	Burnett Earthmoving, LLC	240-490-6234	General Supplies	3/4 minus for Lift Station	90.00
01/27/2020	15727	Burnett Earthmoving, LLC	230-490-6330	Other Repair & Maintenanc	Backfill	135.00
Total 15727:						225.00
15728						
01/27/2020	15728	Cascade Columbia	240-490-6750	Chemicals & Lab Supplies	Drums of Hypo and Thiosulfate	1,219.13
Total 15728:						1,219.13
15729						
01/27/2020	15729	Charter Communications	240-490-6435	Internet Services	Internet	69.97
01/27/2020	15729	Charter Communications	110-450-6435	Internet Services	Internet	158.99
Total 15729:						228.96
15730						
01/27/2020	15730	Emerald CPA Group LLP	110-410-6110	Auditing	Audit	3,900.00
01/27/2020	15730	Emerald CPA Group LLP	312-490-6110	Auditing	Audit	1,300.00
01/27/2020	15730	Emerald CPA Group LLP	230-490-6110	Auditing	Audit	3,900.00
01/27/2020	15730	Emerald CPA Group LLP	240-490-6110	Auditing	Audit	3,900.00
Total 15730:						13,000.00
15731						
01/27/2020	15731	Ferguson	110-420-6330	Other Repair & Maintenanc	Meter Box for PF Park	162.17
Total 15731:						162.17
15732						
01/27/2020	15732	H & J Construction	230-490-6330	Other Repair & Maintenanc	Water Leak repair	4,744.38
Total 15732:						4,744.38
15733						
01/27/2020	15733	Lane County Waste Mgmt.	312-490-6128	Other Contract Services	Sweeping and striping City streets	1,248.58
Total 15733:						1,248.58
15734						
01/27/2020	15734	Lowell Mini Storage	314-490-6705	Rent	Storage Rental Unit #L029	195.00
Total 15734:						195.00
15735						
01/27/2020	15735	Mid Valley Tractor	312-490-6334	Non-Capitalized Assets	Snow Plow Attachment	4,998.00
Total 15735:						4,998.00
15736						
01/27/2020	15736	Mid-State Industrial Inc	312-490-6720	Storm Drain Maintenance	Vac-truck excavation	1,118.40
01/27/2020	15736	Mid-State Industrial Inc	230-490-6330	Other Repair & Maintenanc	Excavation for Leak	654.15
Total 15736:						1,772.55

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
15737						
01/27/2020	15737	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Lab	426.60
01/27/2020	15737	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	Lab	37.80
Total 15737:						464.40
15738						
01/27/2020	15738	Robert Daigneault	230-490-6234	General Supplies	Work Boots	62.50
01/27/2020	15738	Robert Daigneault	240-490-6234	General Supplies	Work Boots	62.50
Total 15738:						125.00
15739						
01/27/2020	15739	Sunbelt Rentals	240-490-6330	Other Repair & Maintenanc	20kw generator rental	1,326.51
Total 15739:						1,326.51
15740						
01/27/2020	15740	USA Blue Book	240-490-6750	Chemicals & Lab Supplies	Skimmer Poles and Nets, Lab, Blower O	435.71
Total 15740:						435.71
15741						
01/27/2020	15741	Water Flow Specialties	230-490-6320	Building Repair & Maintena	Fee for Backflow Test	30.00
01/27/2020	15741	Water Flow Specialties	240-490-6320	Building Repair & Maintena	Fee for Backflow Test	60.00
01/27/2020	15741	Water Flow Specialties	110-450-6320	Building Repair & Maintena	Fee for Backflow Test	30.00
01/27/2020	15741	Water Flow Specialties	110-420-6320	Building Repair & Maintena	Fee for Backflow Test	30.00
Total 15741:						150.00
Grand Totals:						82,195.61

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	130.26	33,068.46-	32,938.20-
110-2515	8,595.56	.00	8,595.56
110-410-5320	52.60	.00	52.60
110-410-6110	3,900.00	.00	3,900.00
110-410-6112	437.71	.00	437.71
110-410-6114	312.00	.00	312.00
110-410-6122	499.10	.00	499.10
110-410-6124	147.98	.00	147.98
110-410-6128	7,505.00	.00	7,505.00
110-410-6230	41.98	.00	41.98
110-410-6290	329.70	.00	329.70
110-410-6420	41.23	.00	41.23
110-410-6425	90.40	.00	90.40
110-410-6430	352.18	.00	352.18
110-410-6435	92.47	.00	92.47
110-410-6440	207.55	.00	207.55
110-410-6445	8.99	.00	8.99
110-420-5320	210.40	.00	210.40
110-420-6234	595.69	130.26-	465.43

GL Account	Debit	Credit	Proof
110-420-6320	271.98	.00	271.98
110-420-6330	162.17	.00	162.17
110-420-6420	58.08	.00	58.08
110-420-6425	120.54	.00	120.54
110-420-6430	53.81	.00	53.81
110-420-6445	24.06	.00	24.06
110-420-6710	373.61	.00	373.61
110-430-6118	4,687.20	.00	4,687.20
110-440-5320	17.53	.00	17.53
110-440-6116	290.00	.00	290.00
110-440-6524	1,217.39	.00	1,217.39
110-440-6525	323.34	.00	323.34
110-450-5320	26.30	.00	26.30
110-450-6320	30.00	.00	30.00
110-450-6420	13.75	.00	13.75
110-450-6425	30.14	.00	30.14
110-450-6430	117.40	.00	117.40
110-450-6435	251.46	.00	251.46
110-450-6445	8.99	.00	8.99
110-460-5320	17.53	.00	17.53
110-470-6326	952.81	.00	952.81
110-480-5320	17.53	.00	17.53
110-480-6128	582.30	.00	582.30
230-2125	.00	18,702.30-	18,702.30-
230-490-5320	1,025.64	.00	1,025.64
230-490-6110	3,900.00	.00	3,900.00
230-490-6114	312.00	.00	312.00
230-490-6116	362.50	.00	362.50
230-490-6122	299.10	.00	299.10
230-490-6128	70.00	.00	70.00
230-490-6220	75.00	.00	75.00
230-490-6234	122.20	.00	122.20
230-490-6320	1,260.92	.00	1,260.92
230-490-6330	6,279.52	.00	6,279.52
230-490-6420	39.24	.00	39.24
230-490-6425	60.27	.00	60.27
230-490-6430	1,971.84	.00	1,971.84
230-490-6435	70.00	.00	70.00
230-490-6440	256.65	.00	256.65
230-490-6445	20.48	.00	20.48
230-490-6710	117.19	.00	117.19
230-490-6750	2,020.15	.00	2,020.15
230-490-6755	439.60	.00	439.60
240-2125	.00	20,255.53-	20,255.53-
240-490-5320	1,025.64	.00	1,025.64
240-490-6110	3,900.00	.00	3,900.00
240-490-6114	312.00	.00	312.00
240-490-6122	299.10	.00	299.10
240-490-6128	670.00	.00	670.00
240-490-6234	256.43	.00	256.43
240-490-6320	60.00	.00	60.00
240-490-6324	859.50	.00	859.50
240-490-6330	4,413.29	.00	4,413.29
240-490-6420	2,072.51	.00	2,072.51
240-490-6425	542.43	.00	542.43
240-490-6430	1,998.67	.00	1,998.67
240-490-6435	69.97	.00	69.97
240-490-6440	144.35	.00	144.35

GL Account	Debit	Credit	Proof
240-490-6445	20.48	.00	20.48
240-490-6710	117.18	.00	117.18
240-490-6750	2,214.18	.00	2,214.18
240-490-6755	1,279.80	.00	1,279.80
312-2125	.00	10,060.66-	10,060.66-
312-490-5320	236.69	.00	236.69
312-490-6110	1,300.00	.00	1,300.00
312-490-6114	104.00	.00	104.00
312-490-6122	99.70	.00	99.70
312-490-6128	1,248.58	.00	1,248.58
312-490-6334	4,998.00	.00	4,998.00
312-490-6430	955.29	.00	955.29
312-490-6720	1,118.40	.00	1,118.40
314-2125	.00	238.92-	238.92-
314-490-6122	43.92	.00	43.92
314-490-6705	195.00	.00	195.00
Grand Totals:	82,456.13	82,456.13-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: February 15, 2020
SUBJECT: City Administrator Report

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

SUMMARY:

The attached City Administrator Report is for the period of January 18 – February 15. The report covers the following topics: Strategic Plan, Sanipac Franchise Agreement, Douglas Fast Net Franchise Agreement, 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
2. Draft Douglas Fast Net Franchise Agreement
3. Draft Rolling Rock Park and Cannon Street Plans



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

TO: Mayor Bennett and Council

FROM: Jared Cobb, City Administrator

DATE: February 15, 2020

SUBJECT: City Administrator Report

Strategic Plan – The March 3 work session is scheduled to discuss and update the 2020 Strategic Plan. This will also include a review of the tax and fee comparison report, draft five-year financial plan and draft five-year capital improvement plan. The meeting was scheduled to start at 7 PM, however, we may want to start at 6 PM to provide ample time for discussion. Dinner will be provided.

Sanipac Franchise Agreement

Staff met with Sanipac to restart franchise agreement negotiations. The biggest sticking point is rates; staff explained that to consider an exclusive franchise, Sanipac would need to provide additional services and/or rate reduction. Otherwise, there isn't much incentive for the City to grant a long-term, exclusive franchise.

Douglas Fast Net Franchise Agreement

Staff worked with an LCOG attorney, Gary Darnielle, to develop a draft franchise agreement. A copy is attached. Unless there are significant changes, staff will forward to Douglas Fast Net for their review and to start formal negotiations. There are multiple opportunities for Council changes and public input, as the Council will need to approve the franchise agreement through the ordinance process.

Committee Meetings

- *Blackberry Jam Festival Committee* – The Committee approved parade and sponsorship forms, increasing fee for the sound provider by \$150, waiving fee for the Lowell Grange, new website, and changing the Kidz Korner event. Staff recommended using the City's existing website provider (see example at www.gofruita.com) and utilizing surplus tourism funds for implementation costs; BBJ would cover annual hosting, email, and other service fees in the amount of \$600 per year. Kidz Korner event would transition to bounce house, water slide, coins in the hay, and greased pole climb. Samantha Dragt and Monica Thompson volunteered to coordinate craft and commercial vendors. Lloyd Hall

volunteered to coordinate the parade. Volunteer positions to be filled include Kidz Korner and Volunteer Coordinator.

- *Library Committee* – The Committee reviewed the Community Facilities Plan and plans for the Library Capital Campaign. Committee approved moving forward with proposed capital campaign. Plans and outreach materials to be finalized at their next meeting on March 2. Materials will be distributed through various media, including mail, in March. Public fundraising events to be held in March and April.

Project Updates

- *Library Renovation* – The Community Facilities Study identified improvements to the Maggie Osgood Library in the amount of \$284,450. The City has reserved \$90,000 from the City Hall/Library lawsuit settlement funds for the project. Staff reviewed plans for a capital campaign with the Library Committee. Plans, including outreach materials, will be finalized at their next meeting on March 2.
- *Paul Fisher Park Irrigation System* – Our landscape contractor charged and inspected the existing irrigation system. They recommend replacing the system, as they encountered numerous water line breaks, and estimate the cost at \$6,000. They recommend making grading improvements first, which was also recommended by the landscape architect to improve drainage and usability of the property. A complete estimate of these improvements is being developed and will be discussed at the next Parks and Recreation Committee meeting on February 27.
- *Cannon Street Festival Area* – Dougherty Landscape Architects (DLA) developed two concepts for the Festival Area. An open house was held on Thursday, February 6th to present options and solicit public feedback. There were 15-20 people that attended. Feedback included a preference for angled parking on the west side of Cannon Street, improved lighting, street furniture, and trees. A copy of the project concept is attached. Staff also requested a concept that includes angled parking on both sides of the street for additional review and discussion by the Parks and Recreation Committee.
- *Rolling Rock Park Improvements* – Staff and our landscape architect, David Dougherty, received quite a bit of positive feedback at the Cannon Street Open House. Aside from irrigation, there was strong preference for improved lighting, trees, and seating areas. David is currently waiting on the completion of the land survey before starting construction plans.
- *Downtown Street, Water, and Sewer Projects* – The City Council previously authorized the submission of a USDA Loan/Grant Application. Staff has started the process, which requires authentication by USDA. Once authorized, staff will be able to submit the application online to USDA.

League of Oregon Cities Highlights

Infrastructure Finance “Moving Forward” – On Wednesday, Rep. Peter Defazio, chair of the House Transportation and Infrastructure Committee, [released](#) a [framework](#) for a five year, \$760 billion investment into the nation’s infrastructure. This announcement and future work will focus on [infrastructure needs](#) across the U.S. and the top investment priorities, including: \$329 billion for modernization of highways and highway safety; \$105 billion for transit; \$55 billion in rail; \$30 billion for airports; \$50.5 billion in clean water and wastewater facilities, and the list goes on.

If passed, this package could be the largest investment the federal government has made since the 1950s. A comprehensive infrastructure package has been a top priority of the LOC for years, if not decades, and will remain a constant message driving our federal legislative agenda forward.

The LOC is urging members to contact Representative Defazio (D-OR) and let him know you support his efforts. In addition, we need to advocate for Oregon’s entire delegation to support Representative Defazio’s work. It also important to consider this an educational opportunity within your own community and consider advocacy in your community via social media and print media.

OWRD Accepting Applications for Projects and Feasibility Studies – The Oregon Water Resources Department (OWRD) is now accepting applications for instream and out-of-stream water supply projects through the department’s Water Project Grants and Loans funding opportunity. In addition, the OWRD is also accepting applications for feasibility study grants. Information on each opportunity is outlined below.

Water Feasibility Study Funding: The application deadline for the 2020 Feasibility Study Grant funding opportunity is **October 15, at 5 p.m.** This funding opportunity covers 50% of eligible study costs for a study that investigates the feasibility of a water conservation, reuse, and storage project. Studies may receive up to \$500,000. Learn more about the grant.

Water Project Grants & Loans Opportunity: This funding opportunity invests in projects that meet water supply needs and result in public economic, environmental, and social/cultural benefits. [Learn more about the funding program.](#) The application deadline for the 2020 funding cycle is **April 29 at 5 p.m.** Application materials are now available [online](#) for the 2020 funding cycle. As of November 2019, approximately \$22 million is available for grants for the 2020 and 2021 funding cycles.

State Revenue Forecast: A Welcome Surprise – On Wednesday, the state’s Office of Economic Analysis (OEA) issued its quarterly revenue forecast, and LOC members can [watch the presentation](#) or [view the meeting materials](#) on the Legislature’s website. The forecast was presented to a joint meeting of the House Revenue and Senate Finance and Revenue committees, chaired by Representative Nancy Nathanson (D-Eugene).

State Economist Mark McMullin described recessionary risk as elevated, but less so than when the last forecast was presented in November. The OEA looks at surveys of other forecasters, and one-quarter of professional forecasters now project a recession in the next year, compared to one-third in November. Easing of the trade war with China was noted as being important in their thinking. Manufacturing hours are up relative to the last forecast, but still down from a year ago.

Potential downside risk on the international level includes the coronavirus, which has already shut down some ports. Closer to home, in-migration to Oregon is coming in lower than expected. Previous forecasts estimated about 50,000 people per year would move to Oregon, but the latest numbers are coming in 30% below that.

Revenues have again been coming in above what would be expected given the overall economic picture, while withholdings on personal income taxes are well above what one would expect given other economic trends. The current ending fund balance for the 2019-21 biennium is \$1.2 billion, **up \$174 million from the November forecast**. This is due in large part to \$87 million in unexpected revenues from the estate tax and a large court judgement of \$14 million against a solar company that overclaimed the Business Energy Tax Credit.

This news comes at a good time for the Legislature, as there are significant financial asks this session related to the Oregon Department of Forestry, homelessness, and mental health among other priorities. The governor has also signaled that she would like to see \$500 to \$600 million go to reserves for the next recession.

**CITY OF LOWELL
ORDINANCE NO. 302**

AN ORDINANCE GRANTING DOUGLAS SERVICES, INC., LOCALLY KNOWN AS DOUGLAS FAST NET (DFN), A NON-EXCLUSIVE FRANCHISE FOR THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF A FIBER OPTICS TELECOMMUNICATIONS SYSTEM.

This Franchise ("Franchise") is between the CITY of LOWELL, OREGON, hereinafter referred to as the "Grantor" and DOUGLAS SERVICES, INC., locally known as DOUGLAS FAST NET, hereinafter referred to as the "Grantee."

WHEREAS, the Grantee has applied to the City for permission to use certain streets and public right-of-way for the placement of a Fiber Optics Telecommunication System under, in, along, over and across certain streets and public right-of-way in the City; and the City Council has the authority to grant franchises for the use of its right-of-way.

WHEREAS, having afforded the public adequate notice and opportunity for comment, Grantor desires to enter into this Franchise with the Grantee for the construction and operation of a fiber optics telecommunication system on the terms set forth herein; now therefore

THE CITY OF LOWELL ORDAINS AS FOLLOWS:

SECTION 1
Definition of Terms

11 Terms. For the purpose of this franchise the following terms, phrases, words and their derivations shall have the meaning ascribed to them as set forth below. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is mandatory and "may" is permissive. Words not defined shall be given their common and ordinary meaning.

- A. "Fiber Optics Telecommunication System" or "Fiber System" means an interstate network of fiber optic cables and all related property including conduit, carrier pipe, cable fibers, repeaters, power sources and other attachments and appurtenances necessary for transmitting high speed voice, data and (for such applications as teleconferencing) video signals in connection with a long distance Telecommunications system or systems. The authority granted by this Franchise to use the streets and public ways does not authorize the use of the Fiber Optics Telecommunication System or fiber optic cable for operating a cable television system, nor authorize Grantee to operate as a cable operator as those terms are defined in the Telecommunications Act of 1934 as amended, state law, or the City Code.

The authority granted by this Franchise does not authorize the use of the streets and public ways for an open video system as defined in the Telecommunications Act of 1996 or as defined or authorized by the FCC.

- B. "Council" shall mean the governing body of the Grantor.
- C. "FCC" shall mean the Federal Communications Commission and any successor governmental entity thereto.
- D. "Franchise" shall mean the non-exclusive rights granted pursuant to this Franchise to construct operate and maintain a Fiber Optics Telecommunication System along the public ways within the Service Area.
- E. "Gross Revenue" shall mean any and all revenue, of any kind, nature or form, without deduction for expense of whatsoever nature, of Grantee and any affiliates of the Grantee derived from the operation of the Fiber System. Grantee may deduct uncollectible amounts from customers within the corporate limits of City from these gross revenues, unless and until full or partial collection is made. Gross revenue does not include taxes, fees or assessments of general applicability required by law to be collected from subscribers for pass-through to a government agency, or revenue paid directly by the United States of America or any of its agencies, nor does it include credits, refunds and deposits paid to Subscribers. Franchise fees are not fees required by law to be collected from subscribers. Grantor acknowledges and agrees that Grantee maintains its books and records in accordance with generally accepted accounting principles. Any net uncollectables, bad debts, or other accrued amounts deducted from Gross Revenues shall be included in Gross Receipts at such time as they are actually collected.
- F. "Person" shall mean an individual, partnership, association, organization, corporation, trust or governmental entity.
- G. "Service Area" shall mean the geographic boundaries of the Fiber System and shall include any additions thereto by extension of service, annexation or by other legal means, subject to the exception in Section 6 hereto.
- H. "State" shall mean the State of Oregon.
- I. "Street" shall include each of the following located within the Service Area: public streets, roadways, highways, bridges, land paths, boulevards, avenues, lanes, alleys, sidewalks, circles, drives, easements, rights of way and similar public ways and extensions and additions thereto, including but not limited to public utility easements, dedicated utility strips, or rights-of-way dedicated for compatible uses now or hereafter held by the Grantor in the Service Area,

which shall entitle the Grantee to the use thereof for the purpose of installing, operating, repairing and maintaining the Fiber System.

- J. "Subscriber" shall mean any Person lawfully receiving Fiber Service from the Grantee.
- K. "Telecommunications service" means the offering of telecommunications for a fee directly to the public, or to such classes of users as to be effectively available directly to the public, regardless of the facilities' uses.

SECTION 2

Grant of Franchise

2.1 Grant. The Grantor hereby grants to the Grantee, its successors and assigns as authorized herein, a nonexclusive Franchise which authorizes the Grantee to erect, construct, operate and maintain in, upon, along, across, above, over and under the City's Streets, now in existence and as may be created or established during its terms; any poles, wires, cable, underground conduits, manholes, and other conductors and fixtures necessary for the maintenance and operation of a Fiber System .

2.2 Term and Termination. The Franchise and the rights, privileges and authority hereby granted shall be for a term of ten (10) years, commencing on the Effective Date of this Franchise as set forth in Section 14.10. Renewal discussion will be initiated in accordance with applicable law.

Upon termination or expiration of the Franchise, if not further renewed, Grantee shall, within one hundred and eighty days (180), remove all its facilities from the Grantor's Streets. During such period, Grantee shall remit to the Grantor any payments due under this Franchise, as if this Franchise were in full force and effect. Should the Grantee fail to remove its facilities within such one-hundred-eighty-day period, the Grantor may do so, and the Grantee shall immediately remit to the Grantor the costs of such removal.

2.3 Police Powers and Conflicts with Franchise. Nothing in this Franchise limits the Grantor's right to exercise its police powers by adopting ordinances necessary for the public's health, safety and general welfare. The Grantee agrees to comply with the terms of any such ordinance adopted subsequent to the adoption of this Ordinance. In the event of any conflict between this Franchise and any such ordinance adopted as an exercise of police powers, Grantee and Grantor agree to a timely negotiation in good faith of modifications to this Ordinance to accommodate these changes in law. In the event of any conflict between this Franchise and any Grantor ordinance or regulation that is not generally applicable, this Franchise shall control.

SECTION 3
Franchise Renewal

- 3.1 Procedures for Renewal.** In the event the parties are actively negotiating in good faith for a new Franchise or an amendment to this Franchise upon the termination date of this Franchise, the parties by written mutual agreement may extend the termination date of this Franchise to allow for further negotiations. Such extension period shall be deemed a continuation of this Franchise and not as a new Franchise or amendment.

SECTION 4
Indemnification and Insurance

- 4.1 Indemnification.** The Grantee shall, by acceptance of the Franchise granted herein, defend the Grantor, its officers, boards, commissions, agents, and employees for all claims for injury to any Person or property caused by the negligence of Grantee in the construction or operation of the Fiber System and in the event of a determination of liability shall indemnify and hold Grantor, its officers, boards, commissions, agents, and employees harmless from any and all liabilities, claims, demands, or judgments growing out of any injury to any Person or property as a result of the negligence of Grantee arising out of the construction, repair, extension, maintenance, operation or removal of its wires, poles or other equipment of any kind or character used in connection with the operation of the Fiber System, provided that the Grantor shall give the Grantee written notice of its obligation to indemnify the Grantor within ten (10) days of receipt of a claim or action pursuant to this section. In the event any such claim arises, the Grantor shall tender the defense thereof to the Grantee and the Grantee shall have the right to defend, settle or compromise any claims arising hereunder and the Grantor shall cooperate fully herein. If the Grantor determined in good faith that its interests cannot be represented by the Grantee, the Grantee shall be excused from any obligation to represent the Grantor. Notwithstanding the foregoing, the Grantee shall not be obligated to indemnify the Grantor for any damages, liability or claims resulting from the willful misconduct or negligence of the Grantor or for the Grantor's use of the Fiber System.

- 4.2 Insurance.** The Grantee shall maintain throughout the term of the Franchise insurance in amounts at least as follows:

Workers' Compensation	Statutory Limits Commercial
General Liability	\$2,000,000 per occurrence, Combined Single Limit (C.S.L.) \$3,000,000 General Aggregate
Auto Liability including coverage on	\$1,000,000 per occurrence
C.S.L. all owned, non-owned hired autos	Umbrella

Liability

Umbrella Liability \$1,000,000 per occurrence C.S.L.

- A. The Grantor shall be added as an additional insured, arising out of work performed by Charter, to the above Commercial General Liability, Auto Liability and Umbrella Liability insurance coverage.
- B. The Grantee shall furnish the Grantor with current certificates of insurance evidencing such coverage upon request.

4.3 Evidence Required. Within thirty (30) days of the effective date of this Franchise, the Grantee shall provide the City with a certificate of Insurance executed by an authorized representative of the insurer or insurers, evidencing that Grantee insurance complies with this section.

SECTION 5 **Service Obligations**

5.1 No Discrimination. Grantee shall not deny service, deny access, or otherwise discriminate against Subscribers or general citizens on the basis of race, color, religion, national origin, age or sex.

5.2 Privacy. The Grantee shall fully comply with the privacy rights of Subscribers as contained in State or Federal law.

SECTION 6 **Service Availability**

6.1 Service Area. The Grantee shall make Fiber Service distributed over the Fiber Optics Telecommunication System available to every residence within the corporate boundaries of the Grantor where there is a minimum density of at least thirty (30) residences per linear strand mile of cable as measured from Grantee's closest trunk line or distribution cable that is actively delivering Fiber Service as of the date of such request for service. If such residence is located within one hundred fifty (150) feet of Grantee's feeder service, the Fiber Service will be provided at Grantee's published rate for standard installations. Notwithstanding the foregoing, the Grantee shall have the right, but not the obligation, to extend the Fiber System into any portion of the corporate boundaries of the Grantor where another operator is providing Fiber Service and into any area which is not contiguous to the present Service Area of the Grantee. Grantee need not make an extension to any area which is financially or technically infeasible, if it provides documentation substantiating such infeasibility to Grantor. Fiber Service offered to Subscribers pursuant to this Franchise shall be conditioned upon Grantee having legal

access to any such Subscriber's dwelling unit or other units wherein such Fiber Service is provided. Nothing herein shall be construed to limit the Grantee's ability to offer or provide bulk rate discounts or promotions.

6.2 Subscriber Charges for Extensions of the Fiber System. No Subscriber shall be refused service arbitrarily. However, if an area does not meet the density requirements of Section 6.1 above, the Grantee shall only be required to extend the Fiber System to Subscribers in that area if the Subscribers are willing to share the capital costs of extending the Fiber System. The Grantee may require that payment of the capital contribution in aid of construction borne by such potential Subscribers be paid in advance. Subscribers shall also be responsible for any standard/non-standard installation charges to extend the Fiber System from the tap to the residence.

6.3 New Development Underground. In cases of new construction or property development where utilities are to be placed underground, the Grantor agrees to require as a condition of issuing a permit for open trenching to any developer or property owner that such developer or property owner give Grantee at least thirty (30) days prior written notice of such construction or development, and of the particular dates on which open trenching will be available for Grantee's installation of conduit, pedestals and/or vaults, and laterals to be provided at Grantee's expense. Grantee shall also provide specifications as needed for trenching. Costs of trenching and easements required to bring service to the development shall be borne by the developer or property owner; except that if Grantee fails to install its conduit, pedestals and/or vaults, and laterals within five (5) working days of the date the trenches are available, as designated in the written notice given by the developer or property owner, then should the trenches be closed after the five day period, the cost of new trenching is to be borne by Grantee.

6.4 Annexation. The Grantor shall promptly provide written notice to the Grantee of its annexation of any territory which is being provided Fiber Service by the Grantee or its affiliates. Such annexed area will be subject to the provisions of this Franchise upon sixty (60) days' written notice from the Grantor, subject to the conditions set forth below and Section 6.1 above. The Grantor shall also notify Grantee in writing of all new street address assignments or changes within the corporate boundaries of the Grantor. Any identified Subscriber addresses shall be included in Grantee's franchise fee calculations within ninety (90) days after receipt of the annexation notice, which shall include the addresses that will be moved into the Service Area in an Excel format or in a format that will allow Grantee to change its billing system. If the annexation notice does not include the addresses that will be moved into the Service Area, Grantee shall include the identified Subscriber addresses in the franchise fee calculations within ninety (90) days after it receives the annexed addresses as set forth above. All notices due under this section shall be sent by certified mail, return receipt requested to the addresses set forth in Section 14.5. In any audit of franchise fees due under this Franchise, Grantee shall not be liable for franchise fees on annexed areas unless and until Grantee has received

notification and information that meets the standards set forth in this section.

SECTION 7

Construction and Technical Standards

- 7.1 Compliance with Codes.** All construction practices and installation of equipment shall be done in accordance with the National Electric Safety Code.
- 7.2 Construction Standards and Requirements.** All of the Grantee's plant and equipment, including but not limited to the antenna site, headend and distribution system, towers, house connections, structures, poles, wire, fiber, coaxial cable, fixtures and appurtenances shall be installed, located, erected, constructed, reconstructed, replaced, removed, repaired, maintained and operated in accordance with good engineering practices and performed by experienced maintenance and construction personnel.
- 7.3 Safety.** The Grantee shall at all times employ ordinary care and shall use commonly accepted methods and devices preventing failures and accidents which are likely to cause damage.
- 7.4 Network Technical Requirements.** The Fiber System shall be designed, constructed and operated so as to meet any technical standards adopted by the FCC relating to Fiber Systems as may be amended from time to time, regardless of the transmission technology utilized.
- 7.5 Performance Monitoring.** Grantee shall test the Fiber System consistent with the FCC regulations.
- 7.6 Right to Inspect Construction.** The Grantor or its representatives shall have the right to inspect all construction or installation work performed pursuant to this Franchise and to make such tests as it shall find necessary to ensure compliance with the terms of this Franchise and other pertinent provisions of law relating to the management of the Grantor's Streets.

SECTION 8

Conditions on Street Occupancy

- 8.1 General Conditions.** Grantee shall have the right to utilize existing poles, conduits and other facilities whenever possible, and shall not construct or install any new, different, or additional poles, conduits, or other facilities on public property without obtaining all legally required permits of the Grantor.
- 8.2 Underground Construction.** The facilities of the Grantee shall be installed underground in those Service Areas where existing telephone and electric services are both underground at the time of system construction. In areas where either telephone

or electric utility facilities are installed aerially at the time of system construction, the Grantee may install its facilities aerially with the understanding that at such time as the existing aerial facilities are required to be placed underground by the Grantor, the Grantee shall likewise place its facilities underground. In the event that any telephone or electric utilities are reimbursed by the Grantor or any agency thereof for the placement of fiber underground or the movement of fiber, Grantee shall be reimbursed upon the same terms and conditions as any telephone, electric or other utilities.

8.3 Construction Codes and Permits. Grantee shall obtain all legally required permits before commencing any work requiring a permit, including the opening or disturbance of any Street within the Service Area. The Grantor shall cooperate with the Grantee in granting any permits required, providing such grant and subsequent construction by the Grantee shall not unduly interfere with the use of such Streets. The Grantee shall adhere to all building and zoning codes currently or hereafter applicable to construction, operation or maintenance of the Fiber System in the Service Area, provided that such codes are of general applicability and such codes are uniformly and consistently applied by the Grantor as to other public utility companies and other entities operating in the Service Area.

8.4 System Construction. All transmission lines, equipment and structures shall be so installed and located as to cause minimum interference with the rights and reasonable convenience of property owners and at all times shall be kept and maintained in a safe, adequate and substantial condition, and in good order and repair. The Grantee shall, at all times, employ ordinary care and use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injuries, or nuisances to the public. Suitable barricades, flags, lights, flares or other devices shall be used at such times and places as are reasonably required for the safety of all members of the public. Any poles or other fixtures placed in any public way by the Grantee shall be placed in such a manner as not to interfere with the usual travel on such public way.

8.5 Restoration of Public Ways. Grantee shall, at its own expense, restore any damage or disturbance caused to City Streets, or adjacent private property, as a result of its operation, construction, or maintenance of the Fiber System to a condition reasonably comparable to the condition of the Streets or adjacent private property immediately prior to such damage or disturbance.

8.6 Removal in Emergency. Whenever, in case of fire or other disaster, it becomes necessary in the judgment of the Grantor to remove any of the Grantee's facilities, no charge shall be made by the Grantee against the Grantor for restoration and repair, unless such acts amount to gross negligence by the Grantor.

8.7 Tree Trimming. Grantee or its designee shall have the authority to trim trees on public property at its own expense as may be necessary to protect its wires and facilities.

- 8.8 Relocation for the Grantor.** The Grantee shall, upon receipt of reasonable advance written notice, to be not less than ten (10) business days, protect, support, temporarily disconnect, relocate, or remove any property of Grantee when lawfully required by the Grantor. Grantee shall be responsible for any costs associated with these obligations to the same extent that all other users of the Grantor rights-of-way are responsible for the costs related to the relocation of their facilities.
- 8.9 Relocation for a Third Party.** The Grantee shall, on the request of any Person holding a lawful permit issued by the Grantor, protect, support, raise, lower, temporarily disconnect, relocate in or remove from the Street as necessary any property of the Grantee, provided that the expense of such is paid by any such Person benefiting from the relocation and the Grantee is given reasonable advance written notice to prepare for such changes. The Grantee may require such payment in advance. For purposes of this subsection, "reasonable advance written notice" shall be no less than ten (10) business days in the event of a temporary relocation and no less than one hundred twenty (120) days for a permanent relocation.
- 8.10 Reimbursement of Costs.** If funds are available to any Person using the Streets for the purpose of defraying the cost of any of the foregoing, the Grantor shall reimburse the Grantee in the same manner in which other Persons affected by the requirement are reimbursed. If the funds are controlled by another governmental entity, the Grantor shall make application for such funds on behalf of the Grantee.
- 8.11 No Limitation on Grantor Authority.** Except as provided in this Section, nothing in this Franchise shall in any way be construed or interpreted to prevent, or in any way limit, the Grantor from modifying or performing any work in its Streets, or granting other franchises for use of its Streets, or of adopting general ordinances regulating use of or activities in its Streets, or of otherwise abrogating or limiting any rights, privileges or property interest the City now has in its Streets, whether now owned or hereinafter acquired.

SECTION 9 **Service and Rates**

- 9.1 Phone Service.** The Grantee shall maintain a toll-free telephone number and a phone service operated such that complaints and requests for repairs or adjustments may be received at any time.
- 9.2 Notification of Service Procedures.** The Grantee shall furnish each Subscriber at the time service is installed, written instructions that clearly set forth information concerning the procedures for making inquiries or complaints, including the Grantee's name, address and local telephone number. Grantee shall give the Grantor thirty (30) days prior notice of any rate increases or other substantive service changes.

9.3 Rate Regulation. Grantor shall have the right to exercise rate regulation to the extent authorized by law, or to refrain from exercising such regulation for any period of time, at the sole discretion of the Grantor. If and when exercising rate regulation, the Grantor shall abide by the terms and conditions set forth by the FCC.

9.4 Continuity of Service. It shall be the right of all Subscribers to continue receiving Fiber Service insofar as their financial and other obligations to the Grantee are satisfied. However, notwithstanding anything to the contrary, Grantee may discontinue or refuse to provide Fiber Service to any person that is abusive and/or exhibits threatening behavior toward the Grantee's employees or representatives.

SECTION 10 **Franchise Fee**

10.1 Amount of Fee. Grantee shall pay to the Grantor an annual franchise fee in an amount equal to five percent (5%) of the annual Gross Revenue. Such payment shall be in addition to taxes of general applicability owed to the Grantor by the Grantee that are not included as franchise fees under federal law, Franchise fees may be passed through to Subscribers as a line item on Subscriber bills or otherwise as Grantee chooses, consistent with federal law.

10.2 Payment of Fee. Payment of the fee due the Grantor shall be made on a quarterly basis, within forty-five (45) days of the close of each calendar quarter and transmitted by electronic funds transfer to a bank account designated by Grantor. The payment period and the collection of the franchise fees that are to be paid to the Grantor pursuant to the Franchise shall commence sixty (60) days after the Effective Date of the Franchise as set forth in Section 14.10. In the event of a dispute, the Grantor, if it so requests, shall be furnished a statement of said payment, reflecting the Gross Revenues and the applicable charges.

10.3 Accord and Satisfaction. No acceptance of any payment by the Grantor shall be construed as a release or as an accord and satisfaction of any claim the Grantor may have for additional sums payable as a franchise fee under this Franchise.

10.4 Limitation on Recovery. The period of limitation for recovery of any franchise fee payable hereunder shall be three (3) years from the date on which payment by the Grantee was due. If any Franchise payment or recomputed payment is not made on or before the dates specified herein, Grantee shall pay an interest charge, computed from the last day of the fiscal year in which payment was due, at the annual rate of one (1%) percent over the prime interest rate.

SECTION 11 **Transfer of Franchise**

11.1 Franchise Transfer. This Franchise shall not be sold, leased, assigned or otherwise transferred, nor shall any of the rights or privileges herein granted or authorized be leased, assigned, mortgaged, sold or transferred, ether in whole or in part, nor shall title hereto, either legal or equitable, or any right, interest or property herein, pass to or vest in any person, except the Grantee, either by act of the Grantee or by operation of law, without the consent of the Grantor, expressed in writing, such consent not to be unreasonably withheld. If the Grantee wishes to transfer this Franchise, the Grantee shall give Grantor written notice of the proposed transfer and shall require consent of the transfer by the Grantor. The granting of such consent in one instance shall not render unnecessary any subsequent consent in another instance.

Any transfer of ownership effected without the written consent of the Grantor shall render this Franchise subject to revocation. The Grantor shall have 60 days to act upon any request for approval of a transfer. If the Grantor fails to render a final decision on the request within 60 days, the request shall be deemed granted unless the Grantee and the Grantor agree to an extension of time.

The Grantee, upon any transfer as heretofore described, shall within sixty (60) days thereafter file with the Grantor a certified statement evidencing the transfer and an acknowledgment of the transferee that it agrees to be bound by the terms and conditions contained in this Franchise.

Every such transfer as heretofore described, whether voluntary or involuntary, shall be deemed void and of no effect unless Grantee shall, within sixty (60) days after the same shall have been made, file such certified copy as is required.

The requirements of this section shall not be deemed to prohibit the use of the Grantee's property as collateral for security in financing the construction or acquisition of all or part of a telecommunications system of the Grantee or any affiliate of the Grantee. However, the telecommunications system franchised hereunder, including portions thereof used as collateral, shall at all times continue to be subject to the provisions of this Franchise.

The requirements of this section shall not be deemed to prohibit the sale of tangible assets of the Grantee in the ordinary conduct of the Grantee's business without the consent of the Grantor. The requirements of this section shall not be deemed to prohibit, without the consent of the Grantor, a transfer to a transferee whose primary business is telecommunications system operation and having a majority of its beneficial ownership held by the Grantee, a parent of the Grantee, or an affiliate, a majority of whose beneficial ownership is held by a parent of the Grantee.

SECTION 12
Records, Reports and Maps

12.1 Reports Required. The Grantee's schedule of charges for regular Subscriber service, its policy regarding the processing of Subscriber complaints, delinquent Subscriber disconnect and reconnect procedures and any other terms and conditions adopted as the Grantee's policy in connection with its Subscribers shall be filed with the Grantor upon request.

12.2 Records Required.

The Grantee shall at all times maintain:

- A. A record of all written complaints received regarding interruptions or degradation of Fiber Service, which record shall be maintained for one (1) year.
- B. A full and complete set of plans, records and strand maps showing the location of the Fiber System.

12.3 Inspection of Records. Grantee shall permit any duly authorized representative of the Grantor, upon receipt of advance written notice, to examine at Grantee's local office or another mutually agreeable location during normal business hours and on a non-disruptive basis any and all of Grantee's records maintained by Grantee as is reasonably necessary to ensure Grantee's compliance with the Franchise. Such notice shall specifically reference the subsection of the Franchise that is under review so that the Grantee may organize the necessary books and records for easy access by the Grantor. The Grantee shall not be required to maintain any books and records for Franchise compliance purposes longer than three (3) years, except for service complaints, which shall be kept for one (1) year as specified above. The Grantor agrees to treat as confidential any books, records or maps that constitute proprietary or confidential information to the extent Grantee makes the Grantor aware of such confidentiality. The Grantor agrees to protect from disclosure to third parties, to the maximum extent allowed by Oregon law, any information obtained as a result of its rights pursuant to this Section, or any compilation or other derivative works created by using information obtained pursuant to the exercise of its rights hereunder. If the Grantor believes it must release any such confidential books or records in the course of enforcing this Franchise, or for any other reason, it shall advise Grantee in advance so that Grantee may take appropriate steps to protect its interests. Until otherwise ordered by a court or agency of competent jurisdiction, the Grantor agrees that, to the extent permitted by State and federal law, it shall deny access to any of Grantee's books and records marked confidential, as set forth above, to any Person.

12.4 Right to Perform Franchisee Fee Audit or Review. In addition to all rights granted under Section 12 of this Ordinance, the Grantor shall have the right to have performed, upon advance written notice of not less than 30 days, a formal audit or a professional review of the Grantee's books and records by an independent private auditor, for the sole purpose of determining the Gross Receipts of the Grantee generated through the provision of fiber optics telecommunication service under this Franchise and the accuracy of amounts paid as Franchise fees to the Grantor by the Grantee; provided, however, that any audit or review must be commenced not later than three (3) years after the date on which the franchise fees for any period being audited or reviewed were due. Any such audit or review shall be conducted during normal business hours. The cost of any such audit or review shall be borne by the Grantor, except that if it is established that the Grantee has made underpayment of five (5) percent or more of the total Franchise fees due during the year or years subject to the audit required by this Franchise, then the Grantee shall, within 30 days of being requested to do so by the Grantor, reimburse the Grantor for the full cost of the audit or review. The Grantor agrees to protect from disclosure to third parties, to the maximum extent allowed by Oregon law, any information obtained as a result of its rights pursuant to this Section, or any compilation or other derivative works created by using information obtained pursuant to the exercise of its rights hereunder.

SECTION 13 **Enforcement or Revocation**

13.1 Notice of Violation. If the Grantor believes that the Grantee has not complied with the terms of the Franchise, the Grantor shall first make reasonable attempts to informally discuss the matter with Grantee. If these discussions do not lead to resolution of the problem, the Grantor shall notify the Grantee in writing of the exact nature of the alleged noncompliance (the "Violation Notice").

13.2 Grantee's Right to Cure or Respond. The Grantee shall have thirty (30) days from receipt of the Violation Notice to (i) respond to the Grantor, contesting the assertion of noncompliance, or (ii) to cure such default, or (iii) if, by the nature of default, such default cannot be cured within the thirty (30) day period, initiate reasonable steps to remedy such default and notify the Grantor of the steps being taken and the projected date that they will be completed.

13.3 Public Hearing. If the Grantee fails to respond to the Violation Notice received from the Grantor, or if the default is not remedied within the cure period set forth above, the Council shall schedule a public hearing if it intends to continue its investigation into the default. The Grantor shall provide the Grantee at least twenty (20) days prior written notice of such hearing, which specifies the time, place and purpose of such hearing, notice of which shall be published by the Clerk of the Grantor in a newspaper of general circulation within the Grantor in accordance with Section 14 hereof. The Grantee shall have the right to present evidence and to question witnesses. The Grantor shall determine

if the Grantee has committed a violation and shall make written findings of fact relative to its determination. If a violation is found, the Grantee may petition for reconsideration before any competent tribunal having jurisdiction over such matters.

13.4 Enforcement. Subject to applicable federal and State law, in the event the Grantor, after the hearing set forth in subsection 13.3 above, determines that the Grantee is in default of any provision of the Franchise, the Grantor may:

- A. Seek specific performance of any provision, which reasonably lends itself to such remedy, as an alternative to damages; or
- B. Commence an action at law for monetary damages or seek other equitable relief; or
- C. In the case of a substantial default of a material provision of the Franchise, seek to revoke the Franchise itself in accordance with subsection 13.5 below.

13.5 Revocation.

- A. Prior to revocation or termination of the Franchise, the Grantor shall give written notice to the Grantee of its intent to revoke the Franchise on the basis of a pattern of noncompliance by the Grantee, including one or more instances of substantial noncompliance with a material provision of the Franchise. The notice shall set forth the exact nature of the noncompliance. The Grantee shall have sixty (60) days from such notice to either object in writing and to state its reasons for such objection and provide any explanation or to cure the alleged noncompliance. If the Grantor has not received a satisfactory response from Grantee, it may then seek to revoke the Franchise at a public hearing. The Grantee shall be given at least thirty (30) days prior written notice of such public hearing, specifying the time and place of such hearing and stating its intent to revoke the Franchise.
- B. At the hearing, the Council shall give the Grantee an opportunity to state its position on the matter, present evidence and question witnesses, after which it shall determine whether or not the Franchise shall be revoked. The public hearing shall be on the record and a written transcript shall be made available to the Grantee within ten (10) business days. The decision of the Council shall be made in writing and shall be delivered to the Grantee. The Grantee may appeal such determination to an appropriate court, which shall have the power to review the decision of the Council *de novo*. The Grantee may continue to operate the Fiber System until all legal appeals procedures have been exhausted.

- C. Notwithstanding the above provisions, the Grantee does not waive any of its rights under federal law or regulation.
- D. Upon revocation of the Franchise, Grantee may remove the Fiber System from the Streets of the Grantor or abandon the Fiber System in place.

SECTION 14

Customer Rights and Protections

14.1 Customer Rights and Protections. Upon installing initial service, reconnecting a customer, and upon request thereafter Grantee must advise the customer of:

- A. The equipment and services currently available and the rates and charges which apply; and
- B. The amount of any deposit required by Grantee, if applicable, and the manner in which the deposit will be refunded; and
- C. The availability of parental controls, which shall be made available in accordance with federal law to each subscriber upon request and which shall enable parents or subscribers to control access to both the audio and/or video portions of any and all channels; and
- D. All current charges, rates, and fees, including but not limited to installation and reconnection fees, that may be applied to current or potential subscribers in the franchise area; and
- E. Any information relating to a contact for the franchise authority unless the Grantor requests otherwise in writing.

14.2 The information and statements required in Section 14.1 shall be available in writing upon request.

SECTION 15

Miscellaneous Provisions

15.1 Force Majeure. The Grantee shall not be held in default under, or in noncompliance with the provisions of the Franchise, nor suffer any enforcement or penalty relating to noncompliance or default, where such noncompliance or alleged defaults occurred or were caused by circumstances reasonably beyond the ability of the Grantee to anticipate and control. This provision includes, but is not limited to, severe or unusual weather

conditions, fire, flood, or other acts of God, strikes, work delays caused by failure of utility providers to service, maintain or monitor their utility poles to which Grantee's Fiber System is attached, as well as unavailability of materials and/or qualified labor to perform the work necessary.

15.2 Minor Violations. Furthermore, the parties hereby agree that it is not the Grantor's intention to subject the Grantee to penalties, fines, forfeitures or revocation of the Franchise for violations of the Franchise where the violation was a good faith error that resulted in no or minimal negative impact on the Subscribers within the Service Area, or where strict performance would result in practical difficulties and hardship to the Grantee which outweighs the benefit to be derived by the Grantor and/or Subscribers.

15.3 Action of Parties. In any action by the Grantor or the Grantee that is mandated or permitted under the terms hereof, such party shall act in a reasonable, expeditious and timely manner. Furthermore, in any instance where approval or consent is required under the terms hereof, such approval or consent shall not be unreasonably withheld.

15.4 Equal Protection. The Grantee acknowledges and agrees that the Grantor may be required by federal law, and reserves the right, to grant one or more additional franchises to provide Fiber Service within the Service Area. If any other provider of Fiber Services is lawfully and expressly authorized by the Grantor to use the Streets to provide such services, and if the material obligations applicable to Grantee are more burdensome or less favorable than those imposed on any such competing provider (such determination to be made after good faith negotiations between Grantee and Grantor), then upon thirty (30) days prior written notice to the Grantor, the Grantee shall have the right to elect, to the extent consistent with applicable state and federal laws and orders and rules adopted pursuant thereto:

- A. To modify this Franchise to incorporate less burdensome or more favorable terms or conditions imposed by Grantor on a comparable provider; or
- B. To deem this Franchise expired thirty-six (36) months from the date of the above written notice; or
- C. To terminate this Franchise and take in its place the same franchise agreement of a competing provider of Fiber Services or video services authorized by the Grantor. The Grantor and the Grantee agree that any undertakings that relate to the renewal of the Grantee's Franchise with the Grantor shall be subject to the provisions of Section 626 of the Fiber Act or any such successor statute. Nothing in this Franchise shall impair the right of the Grantor or Grantee to seek other remedies available under law.

15.5 Notices. Unless otherwise provided by federal, State or local law, all notices, reports

or demands pursuant to this Franchise shall be in writing and shall be deemed to be sufficiently given upon delivery to a Person at the address set forth below, or by U.S. certified mail, return receipt requested, nationally or internationally recognized courier service such as Federal Express or electronic mail communication to the designated electronic mail address provided below. Grantee shall provide thirty (30) days' written notice of any changes in rates, programming services or channel positions using any reasonable written means. As set forth above, notice served upon the Grantor shall be delivered or sent to:

Grantor: City of Lowell, Oregon
City Administrator
PO Box 490
Lowell, OR 97452
E-mail: jcobb@ci.lowell.or.us

Grantee: Manager
Douglas Services Inc.
2350NW Aviation Dr.
Roseburg, OR 97470
E-Mail:

15.6 Public Notice. Any public meeting held relating to this Franchise or additional, similar franchises shall comply with the public meetings requirements of Oregon law. Grantee will be considered an interested party for any additional requests for franchises for Fiber Services.

15.7 Severability. If any section, subsection, sentence, clause, phrase, or portion of this Franchise is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Franchise.

15.8 Entire Agreement. The terms of this Franchise have been mutually negotiated by the Grantor and Grantee. This Franchise constitutes an agreement by the Grantor to grant permission to the Grantee to use the Grantor's rights of way subject to the terms and conditions set forth herein. The Franchise terms and conditions set forth herein, including the Grantor's rights to protect the public's general welfare, subject to Section 2.3, constitute the entire agreement between Grantor and Grantee and supersedes all prior or contemporaneous agreements, representations or understandings (whether written

or oral) of the parties regarding the subject matter hereof.

15.9 Administration of Franchise. Subject to Section 2.3, this Franchise is a contract and neither party may take any unilateral action that materially changes the explicit mutual promises and covenants contained herein. Any changes, modifications or amendments to this Franchise must be made in writing, signed by the Grantor and the Grantee.

15.10 Effective Date. This Ordinance shall be effective 30 days after passage by the City Council. The Franchise granted herein will take effect and be in full force from the date of acceptance by Grantee recorded on the signature page of this Franchise, provided that the Grantor must receive a fully executed copy of the acceptance within thirty days of the date of acceptance. The initial term of this franchise shall expire ten (10) years from the Effective Date defined herein, subject to Section 2.2 of this franchise. If any fee or grant that is passed through to Subscribers is required by this Franchise, other than the franchise fee, such fee or grant shall go into effect sixty (60) days after the Effective Date of this Franchise.

Adopted by the City Council of the City of Lowell, this ____ day of _____, 2020.

Yea: _____

Nay: _____

Approved: _____

Don Bennett, Mayor

First Reading:

Second Reading:

Adopted:

Signed:

Effective Date:

Attest: _____

Jared Cobb, City Administrator

Accepted this _____ day of _____, 2020, subject to applicable federal, State and local law.

Douglas Services Inc.

By:

Signature: _____



CONCEPTUAL SITE PLAN



AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Max Baker, Public Works Director
DATE: February 14, 2020
SUBJECT: Public Works Report

☐ **DISCUSSION**
☐ **ACTION**
☐ **RESOLUTION**
☐ **ORDINANCE**
☐ **PROCLAMATION**
☒ **REPORT**

SUMMARY:

The attached Public Works Report is for the period of January 18 –February 14. The report covers the following topics: Streets and Parks, Wastewater Treatment Plant/Collection, and Water Treatment Plant/Distribution.

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

TO: Mayor Bennett and Council
FROM: Max Baker, Public Works Director
DATE: February 18, 2020
SUBJECT: Public Works Report

Streets and Parks

All remaining winter decorations were removed from The Covered Bridge. Staff also replaced one of the Smart LED Bulbs.

A new pole was installed on North Hyland Street for the mobile Radar speed sign.

Staff is working with Civil West to develop a plan for culvert and storm water drainage issues on D Street.

Wastewater Treatment Plant/Collections

A new security camera system was installed by JK Electric. JK Electric also replaced the failed recirculation motor used for chemical feed.

The sludge drying beds were dug out to create additional space for solids until the dry season arrives.

Staff is currently working on a plan to clear the green-waste pad to prepare for sludge hauling this summer.

Water Treatment Plant/Distribution

All on-line analyzers were calibrated, cleaned and serviced. The Chlorine feed system was also repaired.

JK electric is preparing a Quote to have the control building added to the backup generator. They are also preparing a quote for a Auxiliary power connection at the Reservoirs.

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: February 14, 2020
SUBJECT: Monthly Police Report

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

SUMMARY:

The Monthly Police Report for January 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. January Police Report

LOWELL PATROL LOG January 2020

DATE	OFFICERS	START TIME	END TIME	# HOURS	CONTACTS	ARRESTS	CITES	WARNINGS	CALLS	REPORT #
1-Jan	407	21:00	23:00	2:00						
2-Jan	407	21:00	23:00	2:00						
3-Jan	407	21:00	23:00	2:00						
5-Jan	408	0:30	2:30	2:00						
6-Jan	408	11:30	14:00	2:30						
6-Jan	401	16:00	17:00	1:00						
6-Jan	409	16:00	17:00	1:00						
7-Jan	408	0:30	2:30	2:00						
8-Jan	408	0:30	2:00	1:30						
8-Jan	409	9:45	10:45	1:00						
8-Jan	407	21:00	22:30	1:30						
9-Jan	408	1:00	3:00	2:00						
9-Jan	409	17:00	18:00	1:00						
10-Jan	408	23:00	0:00	1:00						
10-Jan	421	23:00	0:00	1:00						
12-Jan	408	1:00	3:00	2:00						
13-Jan	409	12:00	13:00	1:00						
16-Jan	401	9:30	11:30	2:00						
16-Jan	408	0:30	2:30	2:00						
17-Jan	408	0:30	3:00	2:30						
18-Jan	407	9:14	9:20	0:06						
23-Jan	408	0:00	3:30	3:30						
24-Jan	408	0:00	3:30	3:30						
25-Jan	429	14:30	18:30	4:00						
25-Jan	408	0:30	2:30	2:00						
27-Jan	408	0:00	2:30	2:30						
27-Jan	407	22:00	0:00	2:00						
29-Jan	409	5:00	6:00	1:00						
TOTAL HOURS WORKED				52						

TRAFFIC VIOLATIONS	CITATION	WARNING
SPEED	2	1
DWS		
FAIL TO SIGNAL		
STOP VIOLATIONS		
OTHER MOVING	3	

DATE	TIME	DESCRIPTION
18-Jan	9:14	Phone call contact

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: February 14, 2020
SUBJECT: Draft Committee Minutes

☐ **DISCUSSION**
☐ **ACTION**
☐ **RESOLUTION**
☐ **ORDINANCE**
☐ **PROCLAMATION**
☒ **REPORT**

SUMMARY:

The most recent draft minutes for the Blackberry Jam Festival Committee and Library Committee are attached for your review.

FISCAL IMPACT:

N/A

COURSES OF ACTION:

For review and discussion only.

RECOMMENDATION:

For review and discussion only.

ATTACHMENTS:

1. Draft minutes for the Library Committee for February 3, 2020.
2. Draft minutes for the Blackberry Jam Festival Committee for February 11, 2020.

**City of Lowell
Library Committee Meeting Minutes
Monday, February 3, 2020
Maggie Osgood Library**

Call to Order: 7:02 P.M. by CA Cobb

Members Present: Heather Woodhurst, Monica Thompson, Cathy Trimble

Members Absent: Barbara Ingram

Guest: Robert Prehm, Jerry Valencia

- **Introduction of Committee Members** – Members introduced themselves.
- **Selection of Committee Chair** – Monica Thompson nominated Heather Woodhurst as Chair, second by Cathy Trimble **PASS 3:0**
- **Selection of Committee Vice-Chair** – Heather Woodhurst nominated Monica Thompson as Vice-Chair, second by Cathy Trimble. **PASS 3:0**

Approval of Minutes – Monica Thompson moved to approve the minutes for March 5, 2018, second by Cathy Trimble. **PASS 3:0**

Barbara Ingram joined the meeting at 7:10 PM

Old Business: None

New Business:

- **Review of Community Facilities Study** – CA Cobb reviewed the process and results from the Community Facilities Study. Questions and discussion followed.
- **Review and Discuss Library Capital Campaign** – CA Cobb gave a history review of the library, discussed ideas for capital campaigns and alternative plans for the renovation project.

Other Business: None

Adjourn: 8:46 P.M.

Chair Heather Woodhurst

Attest: _____
City Recorder Jared Cobb

City of Lowell, Oregon
Minutes of the Blackberry Jam Festival Committee Meeting
February 11, 2020
Maggie Osgood Library

The meeting was called to order at 7:05 PM by Chair Lon Dragt

Members Present: Lon Dragt, George Wild, John Myers, Monica Thompson, Gerry Burr, Jorge Garcia, Michael & Virginia Galvin, Brad Anderson, Rustie Ackland, Samantha Dragt, Lloyd Hall, Lonna Bennett, CA Jared Cobb

Approval of Minutes: George Wild moved to approve the Minutes for January 14, 2020, second by John Myers. Approved by consensus.

Business:

- **Ads/Sponsorship Forms** – Chair Dragt presented new forms for Sponsorship. CA Cobb provided additional explanation to the revised sponsorship program. **Monica Thompson moved to approve having reusable bags printed with logos of sponsors at \$500 level and above, second by John Myers. PASS by consensus.** Craft Vendor and Food Vendor registration forms reviewed and discussed. Parade Registration Form reviewed and discussed. Consensus was to proceed with new forms.

Rhett Gedies arrived to meeting at 7:50 PM

George Wild inquired if Wi-Fi will be available for vendors in the park. Discussion followed.

- **Sound Provider** – Chair Dragt stated the sound organizer has raised his price \$150 for this year's contract. Consensus was to approve the increase.
- **Nonprofit Food Booth Fee** - Lowell Grange request to have a booth to sell corn on the cob this year. It was discussed that nonprofits are not charged a booth fee, and so Lowell Grange will not be charged a fee.
- **Kidz Korner Event** – Discussion on what will be Kidz Korner. It was agreed that a water slide, bounce house, coins in the hay, grease pole climb and times will be Saturday 10 AM to 6 PM, Sunday 10 AM to 4:00 PM. Discussion on volunteers to monitor area followed, Rustie will ask the Kiwanis.
- **Website** – CA Cobb presented a sample of a website design which would coincide with the City's website. Pay Online would be available for vendors. Discussion followed, consensus was to have CA Cobb proceed with the new website.
- **Vacant Positions of Event Coordinator** – Chair Dragt stated the Craft Vendor and Parade Coordinator positions need to be filled. Monica Thompson and Samantha Dragt agreed to be Craft Vendor Coordinator's. A Volunteer Coordinator is also needed.
- **Other Business:**
Brad Anderson gave a report on the Horseshoe and Cornhole Tournament. He has a sponsor willing to donate the labor of making 5 years' worth of trophy's. There will be a cost for material only.

Rhett Gedies reported on food vendors, he will be contacting previous vendors and sharing the new policy of not limiting menu items. Then proceed on locating new vendors to fill approximately 14 spaces. He did voice the need to have lighting on the south end of the park and it was agreed to have June 30th be the last day to request a refund for a cancellation.

Adjourn: 8:47 PM

Approved: _____
Lon Dragt - Chair

Date: _____

Attest: _____
Jared Cobb – City Recorder

Date: _____

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: February 14, 2020
SUBJECT: Ordinance 301
BBJ Festival Committee
Membership Requirements

☐ **DISCUSSION**
☐ **ACTION**
☐ **RESOLUTION**
☒ **ORDINANCE**
☐ **PROCLAMATION**
☐ **REPORT**

SUMMARY:

At the January 14, 2020 BBJ Festival Committee meeting the group discussed changing the membership requirements. The Committee recommended changing the requirements to allow two at-large positions. At the January 21, 2020 City Council meeting the Council requested an ordinance to reflect these changes. At the February 4, 2020 City Council meeting the Council completed the first reading of Ordinance 301.

FISCAL IMPACT:

None.

COURSES OF ACTION:

1. Motion for a second reading of Ordinance 301, by title only.
2. No action.

If a second reading is completed

RECOMMENDATION:

Motion for a second reading of Ordinance 301, by title only.

Once completed:

Motion for adoption of Ordinance 301.

ATTACHMENTS:

1. Ordinance 301

CITY OF LOWELL, OREGON

ORDINANCE 301

AN ORDINANCE AMENDING LOWELL REVISED CODE, SECTION 2.627.

THE CITY OF LOWELL ORDAINS AS FOLLOWS:

Section 1. The following section of the Lowell Revised Code 2.627 is hereby amended as follows.

Sec. 2.627. - Blackberry Jam Festival Committee.

There is hereby established a Blackberry Jam Festival Committee (BBJ Festival Committee). The BBJ Festival Committee shall serve as a standing decision-making body within the constraints of the approved operating budget and City of Lowell policies and procedures.

- (a) *Membership* . The BBJ Festival Committee shall consist of five members ~~residing within the City of Lowell or communities of Dexter, Trent, Fall Creek, and Unity~~ and meet the following criteria, unless waived by an action of the City Council:
 - (1) Three members shall reside within the City of Lowell or communities of Dexter, Trent, Fall Creek, and Unity.
 - (2) Two members may be selected at-large.
- (b) *Term of office* . Members of the Blackberry Jam Festival Committee shall serve a term of two years. Expiration of the terms shall be staggered such that the terms of three members expire on December 31st of odd numbered years and the terms of two members expire on December 31st of even numbered years.
- (c) *Additional officers* . The committee may appoint additional officers, as necessary, to accomplish its objectives, and such other non-voting members to organize and operate the Blackberry Jam Festival.
- (d) *Powers and duties* . The BBJ Festival Committee shall organize and operate a community event to accomplish the following goals:
 - (1) Provide exposure to Lowell's many recreational opportunities and community spirit.
 - (2) Provide a marketplace for local crafters and food vendors.
 - (3) Provide a venue for local non-profit fundraising activities.
 - (4) Increase tourism in the City of Lowell, surrounding communities, and Lane County.
- (e) *Reporting* . An annual report describing the activities of the previous event shall be submitted by ~~August~~ **December 31** of each year.

Adopted by the City Council of the City of Lowell, this 18th day of February 2020.

Yea: _____

Nay: _____

Approved: _____
Don Bennett, Mayor

First Reading:
Second Reading:
Adopted:
Signed:
Effective Date:

Attest: _____
Jared Cobb, City Administrator

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Jared Cobb, City Administrator
DATE: February 14, 2020
SUBJECT: Informal Solicitation (IS #2020-01)
Landscape Architecture Services

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

SUMMARY:

An Informal Solicitation for Landscape Architecture Services was posted on the City Website. The solicitation is scheduled to close on Monday, February 17. Staff will post an updated packet when the solicitation closes.

FISCAL IMPACT:

FEMA will reimburse 75%, the remaining 25% will be paid from the General Fund, Parks and Recreation Department.

COURSES OF ACTION:

1. Motion to award Informal Solicitation 2020-01 to _____.
2. Motion to repost the solicitation.

RECOMMENDATION:

Motion to award Informal Solicitation 2020-01 to _____.

ATTACHMENTS:

1. Informal Solicitation 2020-01
2. Informal Solicitation Scoring Matrix (IS# 2020-01)
3. Bid Proposals

INFORMAL SOLICITATION
SCORING MATRIX
IS# 2020-01

Evaluation Criteria	C&D	Goodson
Price	48	42
Technical Capacity	23	24
References	25	25
Total Points:	96	91



Proposal

**35100 Perkins Creek Road
Cottage Grove, Oregon 97424
(541) 285-1761
goodsonlogging@hotmail.com**

February 9, 2020

Attn: Jared Cobb, jcobb@ci.lowell.or.us

RE: Solicitation for Tree removal, stump treatment and disposal
along the Railroad Corridor Trail in Lowell, Oregon

Please accept the quote below and attached documents in response to your request for proposal for the tree removal, stump treatment and disposal of debris along the Railroad Corridor Trail in Lowell, Oregon. I have a small business that is Emerging Small Business Certified (11934) with 15+ years of experience removing hazardous trees similar to the demands of this project. I would appreciate the opportunity to apply my experience and skills to this project.

Company Name: Goodson Logging, LLC

Address/ Telephone No.: 35100 Perkins Creek Road Cottage Grove, OR 97424

Cage Code: 6NEP4

Point of Contact: Chris Goodson, (541) 285-1761, goodsonlogging@hotmail.com

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Tree removal, stump treatment and disposal of all trees and limbs along the Railroad Corridor Trail in Lowell, Oregon TIN: 83-2947188 DUNS: 071250491 EMAIL: goodsonlogging@hotmail.com	1	Job	\$6,519.00	\$6,519.00
TOTAL:					\$6,519.00

Additional Documentation Includes

- Capability Statement
- Past Performance and References

Please contact me with any follow up questions you may have in regard to this bid. I look forward to providing a unique service to your organization.

With Respect,

Chris Goodson, Owner/Operator

Goodson Logging, LLC – DUNS # 071250491
35100 Perkins Creek Road
Cottage Grove, OR 97424
(541) 285-1761



Goodson Logging, LLC

(541) 285-1761

goodsonlogging@hotmail.com

About Goodson Logging, LLC

Owner/Operator: Chris Goodson
35100 Perkins Creek Road
Cottage Grove, OR 97424

DUNS # 071250491

EID/FID # 83-2947188

NAICS Codes: 115310, 113110, 113310

ORPIN Supplier # 99616

Oregon Secretary of State # 1507632-91

Registered with SAM

Emerging Small Business Certified - 11934

COBID #11934

Association of Oregon Loggers (AOL) Member

Oregon Professional Logger (OPL) Certified

FEMA & First Aid Certified/Safety Handbook

Forest Protection/Soil Erosion Training

Insurance Certificates

Drug Free Workplace Policy (Federal)

Heavy Equipment and Tools:

- John Deere 953J Feller Buncher
- CAT D4H Dozer with Blade & Low Impact Tracks
- 210LX LinkBelt Excavator
- Tigercat 860 Processor
- John Deere Log Loader
- 750 Gallon Water Trailer for Fire Use
- Chainsaws w/ Chain Breaks (24" to 62" bars)
- Tree Climbing Gear
- Tree Saver Jacks
- Block and Tackle

Personal Protective Equipment (PPE) and Safety:

Strict adherence to OSHA Approved PPE
and OSHA safety standards
on all jobsites by all individuals

Hard Hats	Gloves
Boots	Chaps
Ear Protection	Eye Protection
First Aid Kit	Reflective Clothing
Fire Extinguisher	Fire Tools
Seat Belts	Lights
Lockout/Tagout	First Aid Stretcher

Skills and Experience:

- **15 Years of Tree Falling Experience**
 - Hazard & Danger Trees
 - Old Growth/Second Growth
 - Professional Timber Faller on Forest Fires
 - Tree Climbing – Roping Techniques
- **15 Years of Heavy Equipment Operation**
 - Current Class A CDL
 - Heavy Equipment Operation
 - Dozers, Feller Buncher, Excavators, Graders, Dump Trucks, Log Trucks, Shovels, Processors, etc.

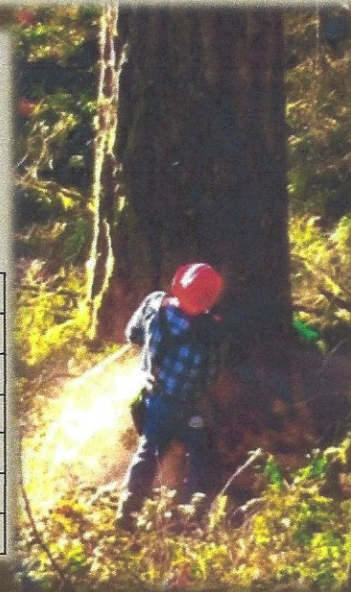
Services Offered

Tree Falling: A tree falling method that is more exacting and specific, especially in areas that heavy equipment cannot access. Clear cut, thinning, hazard trees, bucking out of roadway & to sawmill lengths, limbing, climbing/topping/roping, everything from saplings to old growth.

Feller Buncher Operation: For a tree falling method that is more cost effective and efficient with the added capability to put the trees in a specific location. Right of Way Operations, clear cut, thinning, roadside cutting, etc.

Dozer Operation: Road building and maintenance, logging operations, fire suppression, earth moving, construction services, brush clearing, land development, etc.

Other Heavy Equipment Operations and Services Available





Past Performance and Reference Sheet

Company Name: US Army Corps of Engineers

Contact Person: Andre Jovanovic

Phone Number: (541) 942-5631 ext 5611

Email: andre.l.jovanovic@usace.army.mil

Company Name: US Army Corps of Engineers

Contact Person: Donna Bryant

Phone Number: (541) 521-0749

Email: donna.r.bryant@usace.army.mil

Company Name: R&L Excavating

Contact Person: Robert Leininger

Phone Number: (541) 409-4464

Physical Address: P.O. Box 159, Sweet Home, OR 97386

Email: rnlexcavating@gmail.com

Company Name: River Ridge Excavating & Logging, INC.

Contact Person: Carl Welle

Phone Number: (541) 953-2437

Physical Address: P.O. Box 337, Waltherville, OR 97489

Company Name: Private Property Owner

Contact Person: Dwayne and Peggy Good

Phone Number: (541) 913-9215

Physical Address: 79066 Quail Loop, Cottage Grove, OR 97424

Email: goodsinthewoods@q.com

Company Name: Jay Allen Cutting

Contact Person: Jay Allen

Phone Number: (541) 650-2151

Physical Address: 78082 Mosby Creek Road, Cottage Grove, OR 97424

ESTIMATE



City of Lowell
107 E 3rd St
Lowell, Oregon 97452
(541) 937-2157

C&D Land and Tree LLC

PO Box 103
Lowell, OR 97452
Phone: (541) 359-7346
Email: cdlandandtree@gmail.com
Fax: (541) 581-3097
Web: www.canddlandandtree.com

Estimate #	2020005
Date	02/11/2020
Business / Tax #	(CCB# 218196)

Description

Tree Removal and Disposal Services

Tree removal and disposal services along the Railroad Corridor Trail in Lowell, OR

Work to be performed: Requirements listed on the City of Lowell solicitation sheet for Bid/RFP Reference Number: IS 2020-01

Subtotal	\$5,200.00
Total	\$5,200.00

Notes:

Bid/RFP Reference Number: IS 2020-01

References for C&D Land and Tree LLC

1. Coos County Public Works Department

Contact: Scott Kuester (Road Foreman)

Phone: (541) 404-5353

Address: 1281 West Central Coquille, OR 97423

Relationship: C&D Land and Tree provided tree removal services

2. Kelcorp Construction

Contact: Joel Kelly (Owner)

Phone: (541) 214-1193

Address: 28178 Royal Ave Eugene, OR 97402

Relationship: C&D Land and Tree provided tree removal services

3. Terri & Dave Gant

Phone: (541) 726-4996

Address: 37162 Wheeler Rd Pleasant Hill, OR 97455

Relationship: C&D Land and Tree provided tree removal/trimming services

4. Oregon Department of Forestry

Contact: Keith Tegue

Phone: (541) 726-3588

Address: 3150 Main St Springfield, OR 97478

Relationship: C&D Land and Tree provided tree removal services



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/15/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Little River Investments 51477 Hwy 97 P.O. Box 327 La Pine OR 97739		CONTACT NAME: Valerie Francisco PHONE (A/C, No, Ext): (541) 536-1726 FAX (A/C, No): (541) 536-1568 E-MAIL ADDRESS: val@bancorpinsurance.com	
INSURED C & D Land and Tree LLC PO Box 103 Lowell OR 97452		INSURER(S) AFFORDING COVERAGE INSURER A: Western World Ins. Co. INSURER B: Western Surety Company INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL2011527354

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NPP8661381	11/16/2019	11/16/2020	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
						GENERAL AGGREGATE \$ 2,000,000	
						PRODUCTS - COMP/OP AGG \$ Included	
						Professional Liability \$ Included	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Bond			63426096	11/16/2019	11/16/2021	\$ 20,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Insurance

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Valerie Francisco

STATE OF OREGON
CONSTRUCTION CONTRACTORS BOARD
LICENSE CERTIFICATE

LICENSE NUMBER: 218196

This document certifies that:

C & D LAND AND TREE LLC
PO BOX 103
LOWELL OR 97452

is licensed in accordance with Oregon Law as a Residential General Contractor.

License Details:

EXPIRATION DATE: 12/12/2021

ENTITY TYPE: Limited Liability Company

INDEP. CONT. STATUS: EXEMPT

RESIDENTIAL BOND: \$20,000

COMMERCIAL BOND: NONE

INSURANCE: \$1,000,000 / \$2,000,000

RMI: AMANDA NICOLE CORWIN

HOME INSPECTOR CERTIFIED: NO