

Note: The location of this meeting has changed.

**Lowell City Council
Regular Meeting and Executive Session
Tuesday, September 21, 2021, at 7 P.M.**

**Lowell Rural Fire Protection District Meeting Room
389 N. Pioneer Street
Lowell, OR 97452**

COVID-19 protocols are required for those attending in person, including mask wearing and social distancing.

Members of the public are encouraged to provide comment or testimony through the following:

- Joining by phone, tablet, or PC. For details, click on the event at www.ci.lowell.or.us.
- In writing, by using the drop box at Lowell City Hall, 107 East Third Street, Lowell, OR 97452.
- By email to: jcaudle@ci.lowell.or.us.

Regular Meeting Agenda

Call to Order/Roll Call/Pledge of Allegiance

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

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.

- Financial Report for July 2021
- Check Register for August 2021
- Approval of the minutes for the August 12, 2021 work session
- Approval of the minutes for the August 17, 2021 regular meeting and executive session
- Approval of the minutes for the September 7, 2021 work session, special meeting, and executive session

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

City Council Meeting Agenda

Public Comments

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

Direct all comments to the Council through the Mayor. All speakers are expected to be polite, courteous, and respectful when making their comments. Personal attacks, insults, profanity, and inflammatory comments will not be permitted.

Council Comments (three minutes per speaker)

Staff Reports

- City Administrator report
- Public Works report
- Police report

Old Business

1. Motion to approve a “Task Outline and Fee Estimate for Landscape Architecture Services” with Dougherty Landscape Architect in the amount not to exceed \$45,300, and to authorize the City Administrator to sign.

New Business

1. Public hearing pursuant to O.R.S. 221.725 concerning the sale of the City of Lowell’s real property located at 205 E. Main St.
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – Jeremy Caudle, City Administrator
 - c. Presentation by H&H Northwest Companies, LLC (15 minutes)
 - d. Presentation by Lowell Investment Properties, LLC (15 minutes)
 - e. Public comment
 - f. The public hearing is now closed at ____ (state time)
2. Motion to approve sales order #TDLQ38310 and #TDLQ38311 in the amount not to exceed \$8,000 with Temple Display, Ltd., and to authorize the City Administrator to sign.

Other Business

Mayor Comments

City Council Meeting Agenda

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

Recess the Regular Meeting with Executive Session to follow. The City Council will reconvene the Regular Meeting following the Executive Session.

Executive Session Agenda (30 minutes – estimated)

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

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

Adjourn the Executive Session. The Regular Meeting will reconvene immediately following the Executive Session.

Reconvene the Regular Meeting

1. Action on approving an offer on the City's real property located at 205 E. Main St.

Adjourn the Regular Meeting.

CITY OF LOWELL
COMBINED CASH INVESTMENT
JULY 31, 2021

COMBINED CASH ACCOUNTS

999-1111	CASH IN BANK - CHECKING	372,713.67
999-1115	CASH IN BANK - LGIP	930,840.20
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	TOTAL COMBINED CASH	1,303,553.87
999-1110	CASH ALLOCATED TO FUNDS	(1,303,553.87)
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	TOTAL UNALLOCATED CASH	.00
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CASH ALLOCATION RECONCILIATION

110	ALLOCATION TO GENERAL FUND	170,996.32
220	ALLOCATION TO BUILDING FUND	48,376.66
230	ALLOCATION TO WATER FUND	81,558.62
240	ALLOCATION TO SEWER FUND	187,505.59
312	ALLOCATION TO STREET FUND	76,478.29
314	ALLOCATION TO BLACKBERRY JAM FUND	15,376.90
410	ALLOCATION TO PARKS SDC FUND	63,631.28
412	ALLOCATION TO STREETS SDC FUND	53,009.31
430	ALLOCATION TO WATER SDC FUND	348,531.00
440	ALLOCATION TO SEWER SDC FUND	151,581.84
445	ALLOCATION TO STORMWATER SDC FUND	51,360.62
520	ALLOCATION TO WATER RESERVE FUND	39,396.17
521	ALLOCATION TO SEWER RESERVE FUND	15,751.27
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	TOTAL ALLOCATIONS TO OTHER FUNDS	1,303,553.87
	ALLOCATION FROM COMBINED CASH FUND - 999-1110	(1,303,553.87)
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	ZERO PROOF IF ALLOCATIONS BALANCE	.00
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CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

GENERAL FUND

ASSETS

110-1110	ALLOCATED CASH	14,724.32	
110-1115	CASH IN BANK - LGIP	156,272.00	
110-1120	PETTY CASH	250.00	
110-1710	LAND	2,716,510.77	
110-1720	BUILDINGS & FACILITIES	619,178.48	
110-1730	EQUIPMENT & FURNISHINGS	28,874.28	
110-1740	VEHICLES & ROLLING STOCK	40,847.50	
110-1750	INFRASTRUCTURE	32,762.99	
110-1795	CONSTRUCTION IN PROGRESS	14,195.83	
110-1820	AD - BUILDINGS & FACILITIES	(192,226.91)	
110-1830	AD - EQUIPMENT & FURNISHINGS	(7,893.90)	
110-1840	AD - VEHICLES & ROLLING STOCK	(13,908.46)	
110-1850	AD - INFRASTRUCTURE	(15,469.63)	
TOTAL ASSETS			3,394,117.27

LIABILITIES AND EQUITY

LIABILITIES

110-2205	WAGES PAYABLE	2,610.76	
110-2210	PAYROLL TAXES PAYABLE	1,107.09	
110-2245	HEALTH INSURANCE PAYABLE	802.29	
110-2250	RETIREMENT PAYABLE	769.21	
110-2255	DEFERRED COMP PAYABLE	30.01	
110-2510	BAIL HELD	330.00	
110-2515	CET TAX COLLECTED	9,641.04	
110-2525	OTHER DEPOSITS	100.00	
110-2750	LONG TERM DEBT	803,036.97	
TOTAL LIABILITIES			818,427.37

FUND EQUITY

110-3100	BEGINNING FUND BALANCE	205,803.47	
110-3275	GASB - FIXED ASSETS	3,222,870.95	
110-3277	GAAP - LONG TERM DEBT	(803,036.97)	
REVENUE OVER EXPENDITURES - YTD		(49,947.55)	
BALANCE - CURRENT DATE		(49,947.55)	
TOTAL FUND EQUITY			2,575,689.90
TOTAL LIABILITIES AND EQUITY			3,394,117.27

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAXES</u>					
110-310-4112	PROPERTY TAXES - CURRENT	.00	.00	153,139.00	153,139.00	.0
110-310-4114	PROPERTY TAXES - PRIOR	266.33	266.33	2,600.00	2,333.67	10.2
	TOTAL TAXES	266.33	266.33	155,739.00	155,472.67	.2
	<u>INVESTMENT EARNINGS</u>					
110-315-4125	INTEREST EARNED	98.21	98.21	2,500.00	2,401.79	3.9
	TOTAL INVESTMENT EARNINGS	98.21	98.21	2,500.00	2,401.79	3.9
	<u>INTERGOVERNMENTAL</u>					
110-320-4132	STATE REVENUE SHARING	.00	.00	11,000.00	11,000.00	.0
110-320-4134	CIGARETTE TAX	95.99	95.99	3,407.00	3,311.01	2.8
110-320-4136	LIQUOR TAX	1,869.87	1,869.87	22,000.00	20,130.13	8.5
110-320-4148	MARIJUANA TAX DISTRIBUTION	.00	.00	6,000.00	6,000.00	.0
	TOTAL INTERGOVERNMENTAL	1,965.86	1,965.86	42,407.00	40,441.14	4.6
	<u>GRANT REVENUES</u>					
110-325-4151	GENERAL GOVT - OPERATING GRANT	2,414.97	2,414.97	140,000.00	137,585.03	1.7
110-325-4152	TOURISM - OPERATING GRANT	.00	.00	10,200.00	10,200.00	.0
110-325-4155	LIBRARY - CAPITAL GRANT	.00	.00	225,500.00	225,500.00	.0
110-325-4160	PARKS - OPERATING GRANT	.00	.00	240,000.00	240,000.00	.0
	TOTAL GRANT REVENUES	2,414.97	2,414.97	615,700.00	613,285.03	.4
	<u>FRANCHISE FEES</u>					
110-330-4310	CABLE FRANCHISE FEES	.00	.00	5,900.00	5,900.00	.0
110-330-4312	ELECTRIC FRANCHISE FEES	.00	.00	53,000.00	53,000.00	.0
110-330-4316	TELECOM FRANCHISE FEES	.00	.00	3,000.00	3,000.00	.0
110-330-4318	WATER FRANCHISE FEES	.00	.00	18,500.00	18,500.00	.0
110-330-4320	SEWER FRANCHISE FEES	.00	.00	20,335.00	20,335.00	.0
	TOTAL FRANCHISE FEES	.00	.00	100,735.00	100,735.00	.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>LICENSES & PERMITS</u>					
110-335-4352	LAND USE & DEVELOPMENT	292.00	292.00	15,000.00	14,708.00	2.0
110-335-4354	MISC PERMITS & LICENSES	.00	.00	275.00	275.00	.0
110-335-4360	DOG LICENSES	113.00	113.00	800.00	687.00	14.1
	TOTAL LICENSES & PERMITS	405.00	405.00	16,075.00	15,670.00	2.5
	<u>CHARGES FOR SERVICE</u>					
110-340-4410	COPY, FAX, NOTARY & RESEARCH	56.75	56.75	1,030.00	973.25	5.5
110-340-4415	LIBRARY BUSINESS SERVICES	.00	.00	250.00	250.00	.0
110-340-4417	LIEN SEARCHES	50.00	50.00	515.00	465.00	9.7
110-340-4419	ELECTION FILING FEES	.00	.00	100.00	100.00	.0
110-340-4421	SDC/CET ADMIN FEE	1,299.75	1,299.75	4,005.00	2,705.25	32.5
110-340-4423	PAY STATION REVENUE	.00	.00	125.00	125.00	.0
	TOTAL CHARGES FOR SERVICE	1,406.50	1,406.50	6,025.00	4,618.50	23.3
	<u>SDC REVENUE</u>					
110-345-4511	PARKS REIMBURSEMENT SDC	235.00	235.00	735.00	500.00	32.0
	TOTAL SDC REVENUE	235.00	235.00	735.00	500.00	32.0
	<u>FINES & FORFEITURES</u>					
110-350-4625	MUNICIPAL COURT REVENUE	356.30	356.30	3,146.00	2,789.70	11.3
	TOTAL FINES & FORFEITURES	356.30	356.30	3,146.00	2,789.70	11.3
	<u>LOAN PAYMENTS & PROCEEDS</u>					
110-360-4225	LOAN PROCEEDS	.00	.00	500,000.00	500,000.00	.0
	TOTAL LOAN PAYMENTS & PROCEEDS	.00	.00	500,000.00	500,000.00	.0
	<u>OTHER REVENUE</u>					
110-370-4849	CAPITAL ASSET DISPOSAL	.00	.00	418,700.00	418,700.00	.0
	TOTAL OTHER REVENUE	.00	.00	418,700.00	418,700.00	.0

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>MISCELLANEOUS REVENUE</u>					
110-385-4895	MISCELLANEOUS REVENUE	102.00	102.00	2,250.00	2,148.00	4.5
	TOTAL MISCELLANEOUS REVENUE	102.00	102.00	2,250.00	2,148.00	4.5
	TOTAL FUND REVENUE	7,250.17	7,250.17	1,864,012.00	1,856,761.83	.4

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
<u>PERSONAL SERVICES</u>					
110-410-5110 CITY ADMINISTRATOR	2,153.33	2,153.33	17,850.00	15,696.67	12.1
110-410-5114 CITY CLERK	898.06	898.06	5,828.00	4,929.94	15.4
110-410-5158 MAINTENANCE WORKER I	226.84	226.84	2,195.00	1,968.16	10.3
110-410-5220 OVERTIME	4.20	4.20	84.00	79.80	5.0
110-410-5315 SOCIAL SECURITY/MEDICARE	251.10	251.10	1,978.00	1,726.90	12.7
110-410-5320 WORKER'S COMP	11.05	11.05	457.00	445.95	2.4
110-410-5350 UNEMPLOYMENT	.00	.00	1,728.00	1,728.00	.0
110-410-5410 HEALTH INSURANCE	532.43	532.43	3,901.00	3,368.57	13.7
110-410-5450 PUBLIC EMPLOYEES RETIREMENT	504.76	504.76	5,095.00	4,590.24	9.9
TOTAL PERSONAL SERVICES	4,581.77	4,581.77	39,116.00	34,534.23	11.7
<u>MATERIALS & SERVICES</u>					
110-410-6110 AUDITING	.00	.00	5,500.00	5,500.00	.0
110-410-6112 LEGAL SERVICES	434.67	434.67	2,500.00	2,065.33	17.4
110-410-6114 FINANCIAL SERVICES	312.50	312.50	6,215.00	5,902.50	5.0
110-410-6122 IT SERVICES	345.52	345.52	12,000.00	11,654.48	2.9
110-410-6124 COPIER CONTRACT	147.98	147.98	2,250.00	2,102.02	6.6
110-410-6128 OTHER CONTRACT SERVICES	939.33	939.33	12,500.00	11,560.67	7.5
110-410-6210 INSURANCE & BONDS	1,619.34	1,619.34	6,426.00	4,806.66	25.2
110-410-6220 PUBLICATIONS, PRINTING & DUES	1,325.93	1,325.93	1,400.00	74.07	94.7
110-410-6222 NEWSLETTER EXPENDITURE	.00	.00	1,200.00	1,200.00	.0
110-410-6226 POSTAGE	157.85	157.85	500.00	342.15	31.6
110-410-6228 PUBLIC NOTICES	158.85	158.85	500.00	341.15	31.8
110-410-6230 OFFICE SUPPLIES/EQUIPMENT	19.41	19.41	2,000.00	1,980.59	1.0
110-410-6234 GENERAL SUPPLIES	206.91	206.91	1,000.00	793.09	20.7
110-410-6238 BANK SERVICE CHARGES	27.53	27.53	1,000.00	972.47	2.8
110-410-6240 TRAVEL & TRAINING	.00	.00	5,700.00	5,700.00	.0
110-410-6290 MISCELLANEOUS	184.51	184.51	500.00	315.49	36.9
110-410-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
110-410-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	100.00	100.00	.0
110-410-6334 NON-CAPITALIZED ASSETS	.00	.00	2,000.00	2,000.00	.0
110-410-6420 WATER SERVICES	391.04	391.04	1,398.00	1,006.96	28.0
110-410-6425 SEWER SERVICES	226.59	226.59	825.00	598.41	27.5
110-410-6430 ELECTRICITY SERVICES	390.56	390.56	2,100.00	1,709.44	18.6
110-410-6435 INTERNET SERVICES	120.21	120.21	1,322.00	1,201.79	9.1
110-410-6440 TELEPHONE SERVICES	205.51	205.51	1,875.00	1,669.49	11.0
110-410-6445 REFUSE SERVICES	.00	.00	120.00	120.00	.0
110-410-6510 COUNCIL EXPENDITURE	.00	.00	2,000.00	2,000.00	.0
110-410-6512 STATE ETHICS COMMISSION	.00	.00	650.00	650.00	.0
TOTAL MATERIALS & SERVICES	7,214.24	7,214.24	74,581.00	67,366.76	9.7

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
110-410-8225 BUILDINGS & FACILITIES	.00	.00	185,700.00	185,700.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	185,700.00	185,700.00	.0
TOTAL ADMINISTRATION	11,796.01	11,796.01	299,397.00	287,600.99	3.9
<u>PARKS & RECREATION</u>					
<u>PERSONAL SERVICES</u>					
110-420-5110 CITY ADMINISTRATOR	538.33	538.33	4,463.00	3,924.67	12.1
110-420-5150 PUBLIC WORKS DIRECTOR	467.22	467.22	3,798.00	3,330.78	12.3
110-420-5152 UTILITY WORKER I	1,066.34	1,066.34	4,551.00	3,484.66	23.4
110-420-5154 UTILITY WORKER II	.00	.00	4,551.00	4,551.00	.0
110-420-5156 TEMPORARY/SEASONAL	1,157.39	1,157.39	3,028.00	1,870.61	38.2
110-420-5158 MAINTENANCE WORKER I	1,134.19	1,134.19	10,976.00	9,841.81	10.3
110-420-5220 OVERTIME	214.64	214.64	1,409.00	1,194.36	15.2
110-420-5315 SOCIAL SECURITY/MEDICARE	350.24	350.24	2,512.00	2,161.76	13.9
110-420-5320 WORKER'S COMP	132.47	132.47	1,670.00	1,537.53	7.9
110-420-5350 UNEMPLOYMENT	.00	.00	2,328.00	2,328.00	.0
110-420-5410 HEALTH INSURANCE	600.76	600.76	4,384.00	3,783.24	13.7
110-420-5450 PUBLIC EMPLOYEES RETIREMENT	624.81	624.81	6,444.00	5,819.19	9.7
TOTAL PERSONAL SERVICES	6,286.39	6,286.39	50,114.00	43,827.61	12.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-420-6122 IT SERVICES	75.85	75.85	.00 (75.85)	.0
110-420-6128 OTHER CONTRACT SERVICES	1,560.00	1,560.00	20,000.00	18,440.00	7.8
110-420-6210 INSURANCE & BONDS	1,826.14	1,826.14	1,861.00	34.86	98.1
110-420-6234 GENERAL SUPPLIES	1,551.62	1,551.62	2,000.00	448.38	77.6
110-420-6238 BANK SERVICE CHARGES	.00	.00	4.00	4.00	.0
110-420-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
110-420-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	3,000.00	3,000.00	.0
110-420-6324 EQUIPMENT REPAIR & MAINTENANCE	266.53	266.53	2,000.00	1,733.47	13.3
110-420-6328 PROPERTY MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
110-420-6330 OTHER REPAIR & MAINTENANCE	1,375.00	1,375.00	2,000.00	625.00	68.8
110-420-6334 NON-CAPITALIZED ASSETS	.00	.00	11,000.00	11,000.00	.0
110-420-6339 MAINTENANCE - NELSON LAND DONA	.00	.00	10,000.00	10,000.00	.0
110-420-6420 WATER SERVICES	660.40	660.40	25,000.00	24,339.60	2.6
110-420-6425 SEWER SERVICES	124.16	124.16	1,650.00	1,525.84	7.5
110-420-6430 ELECTRICITY SERVICES	314.57	314.57	2,129.00	1,814.43	14.8
110-420-6445 REFUSE SERVICES	.00	.00	365.00	365.00	.0
110-420-6535 MOVIES IN THE PARK	1,140.00	1,140.00	.00 (1,140.00)	.0
110-420-6710 GAS & OIL	295.65	295.65	1,500.00	1,204.35	19.7
TOTAL MATERIALS & SERVICES	9,189.92	9,189.92	84,009.00	74,819.08	10.9
<u>CAPITAL OUTLAY</u>					
110-420-8520 PARKS IMPROVEMENTS	.00	.00	740,000.00	740,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	740,000.00	740,000.00	.0
TOTAL PARKS & RECREATION	15,476.31	15,476.31	874,123.00	858,646.69	1.8
<u>POLICE</u>					
<u>MATERIALS & SERVICES</u>					
110-430-6118 POLICE SERVICES	.00	.00	29,530.00	29,530.00	.0
TOTAL MATERIALS & SERVICES	.00	.00	29,530.00	29,530.00	.0
TOTAL POLICE	.00	.00	29,530.00	29,530.00	.0
<u>COMMUNITY DEVELOPMENT</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONAL SERVICES</u>					
110-440-5110 CITY ADMINISTRATOR	538.33	538.33	4,463.00	3,924.67	12.1
110-440-5315 SOCIAL SECURITY/MEDICARE	41.19	41.19	341.00	299.81	12.1
110-440-5320 WORKER'S COMP	.73	.73	68.00	67.27	1.1
110-440-5350 UNEMPLOYMENT	.00	.00	360.00	360.00	.0
110-440-5410 HEALTH INSURANCE	64.86	64.86	484.00	419.14	13.4
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	81.54	81.54	876.00	794.46	9.3
TOTAL PERSONAL SERVICES	726.65	726.65	6,592.00	5,865.35	11.0

<u>MATERIALS & SERVICES</u>					
110-440-6116 ENGINEERING SERVICES	2,360.00	2,360.00	20,000.00	17,640.00	11.8
110-440-6122 IT SERVICES	16.40	16.40	.00	(16.40)	.0
110-440-6128 OTHER CONTRACT SERVICES	7,500.00	7,500.00	10,000.00	2,500.00	75.0
110-440-6210 INSURANCE & BONDS	264.49	264.49	.00	(264.49)	.0
110-440-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	100.00	100.00	.0
110-440-6226 POSTAGE	.00	.00	175.00	175.00	.0
110-440-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-440-6522 LAND USE & DEVELOPMENT COSTS	.00	.00	20,000.00	20,000.00	.0
TOTAL MATERIALS & SERVICES	10,140.89	10,140.89	50,525.00	40,384.11	20.1

<u>CAPITAL OUTLAY</u>					
110-440-8225 BUILDINGS & FACILITIES	125.94	125.94	10,000.00	9,874.06	1.3
TOTAL CAPITAL OUTLAY	125.94	125.94	10,000.00	9,874.06	1.3

TOTAL COMMUNITY DEVELOPMENT	10,993.48	10,993.48	67,117.00	56,123.52	16.4
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LIBRARY

<u>PERSONAL SERVICES</u>					
110-450-5130 LIBRARIAN/SPECIAL EVENTS	.00	.00	16,380.00	16,380.00	.0
110-450-5156 TEMPORARY/ SEASONAL	231.49	231.49	606.00	374.51	38.2
110-450-5158 MAINTENANCE WORKER I	226.84	226.84	2,194.00	1,967.16	10.3
110-450-5315 SOCIAL SECURITY/MEDICARE	35.07	35.07	1,467.00	1,431.93	2.4
110-450-5320 WORKER'S COMP	6.65	6.65	326.00	319.35	2.0
110-450-5350 UNEMPLOYMENT	.00	.00	1,323.00	1,323.00	.0
110-450-5410 HEALTH INSURANCE	.00	.00	4,833.00	4,833.00	.0
110-450-5450 PUBLIC EMPLOYEES RETIREMENT	42.59	42.59	3,764.00	3,721.41	1.1
TOTAL PERSONAL SERVICES	542.64	542.64	30,893.00	30,350.36	1.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-450-6122 IT SERVICES	49.55	49.55	1,460.00	1,410.45	3.4
110-450-6128 OTHER CONTRACT SERVICES	.00	.00	500.00	500.00	.0
110-450-6210 INSURANCE & BONDS	7.02	7.02	.00	7.02)	.0
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	204.46	204.46	1,500.00	1,295.54	13.6
110-450-6238 BANK SERVICE CHARGES	.00	.00	1.00	1.00	.0
110-450-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-450-6320 BUILDING REPAIR & MAINTENANCE	140.00	140.00	1,656.00	1,516.00	8.5
110-450-6420 WATER SERVICES	7.77	7.77	950.00	942.23	.8
110-450-6425 SEWER SERVICES	15.52	15.52	750.00	734.48	2.1
110-450-6430 ELECTRICITY SERVICES	47.29	47.29	2,400.00	2,352.71	2.0
110-450-6435 INTERNET SERVICES	46.24	46.24	780.00	733.76	5.9
110-450-6440 TELEPHONE SERVICES	33.02	33.02	350.00	316.98	9.4
110-450-6445 REFUSE SERVICES	.00	.00	525.00	525.00	.0
110-450-6530 SUMMER READING PROGRAM	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	550.87	550.87	12,672.00	12,121.13	4.4
<u>CAPITAL OUTLAY</u>					
110-450-8225 BUILDINGS & FACILITIES	12,979.35	12,979.35	307,115.00	294,135.65	4.2
TOTAL CAPITAL OUTLAY	12,979.35	12,979.35	307,115.00	294,135.65	4.2
TOTAL LIBRARY	14,072.86	14,072.86	350,680.00	336,607.14	4.0
<u>CODE ENFORCEMENT</u>					
<u>PERSONAL SERVICES</u>					
110-460-5110 CITY ADMINISTRATOR	538.33	538.33	4,463.00	3,924.67	12.1
110-460-5150 PUBLIC WORKS DIRECTOR	467.22	467.22	3,798.00	3,330.78	12.3
110-460-5220 OVERTIME	24.65	24.65	315.00	290.35	7.8
110-460-5315 SOCIAL SECURITY/MEDICARE	78.81	78.81	341.00	262.19	23.1
110-460-5320 WORKER'S COMP	4.04	4.04	154.00	149.96	2.6
110-460-5350 UNEMPLOYMENT	.00	.00	692.00	692.00	.0
110-460-5410 HEALTH INSURANCE	200.31	200.31	1,462.00	1,261.69	13.7
110-460-5450 PUBLIC EMPLOYEES RETIREMENT	174.48	174.48	1,684.00	1,509.52	10.4
TOTAL PERSONAL SERVICES	1,487.84	1,487.84	12,909.00	11,421.16	11.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-460-6128 OTHER CONTRACT SERVICES	124.00	124.00	.00	(124.00)	.0
110-460-6234 GENERAL SUPPLIES	.00	.00	100.00	100.00	.0
110-460-6238 BANK SERVICE CHARGES	.00	.00	1.00	1.00	.0
110-460-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
110-460-6445 REFUSE SERVICES	.00	.00	2,600.00	2,600.00	.0
TOTAL MATERIALS & SERVICES	124.00	124.00	2,801.00	2,677.00	4.4

TOTAL CODE ENFORCEMENT	1,611.84	1,611.84	15,710.00	14,098.16	10.3
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TOURISM

MATERIALS & SERVICES

110-470-6224 MARKETING	.00	.00	295.00	295.00	.0
110-470-6226 POSTAGE	.00	.00	100.00	100.00	.0
110-470-6290 MISCELLANEOUS	.00	.00	250.00	250.00	.0
110-470-6326 COVERED BRIDGE MAINTENANCE	119.87	119.87	2,466.00	2,346.13	4.9
110-470-6527 COMMUNITY GRANT PROGRAM	116.69	116.69	3,000.00	2,883.31	3.9
TOTAL MATERIALS & SERVICES	236.56	236.56	6,111.00	5,874.44	3.9

TOTAL TOURISM	236.56	236.56	6,111.00	5,874.44	3.9
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MUNICIPAL COURT

PERSONAL SERVICES

110-480-5110 CITY ADMINISTRATOR	538.33	538.33	4,463.00	3,924.67	12.1
110-480-5114 CITY CLERK	449.05	449.05	2,914.00	2,464.95	15.4
110-480-5220 OVERTIME	2.10	2.10	42.00	39.90	5.0
110-480-5315 SOCIAL SECURITY/MEDICARE	75.71	75.71	567.00	491.29	13.4
110-480-5320 WORKER'S COMP	3.59	3.59	135.00	131.41	2.7
110-480-5350 UNEMPLOYMENT	.00	.00	599.00	599.00	.0
110-480-5410 HEALTH INSURANCE	201.34	201.34	1,468.00	1,266.66	13.7
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	149.53	149.53	1,456.00	1,306.47	10.3
TOTAL PERSONAL SERVICES	1,419.65	1,419.65	11,644.00	10,224.35	12.2

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
110-480-6120 JUDGE CONTRACT	200.00	200.00	1,250.00	1,050.00	16.0
110-480-6128 OTHER CONTRACT SERVICES	660.03	660.03	1,000.00	339.97	66.0
110-480-6226 POSTAGE	.00	.00	50.00	50.00	.0
110-480-6238 BANK SERVICE CHARGES	.00	.00	200.00	200.00	.0
110-480-6560 STATE ASSESSMENTS	45.00	45.00	630.00	585.00	7.1
110-480-6565 COURT COLLECTION FEES	18.70	18.70	61.00	42.30	30.7
TOTAL MATERIALS & SERVICES	923.73	923.73	3,191.00	2,267.27	29.0
TOTAL MUNICIPAL COURT	2,343.38	2,343.38	14,835.00	12,491.62	15.8
<u>DEBT SERVICE</u>					
<u>DEBT SERVICES</u>					
110-800-7110 LOAN PRINCIPAL	.00	.00	298,000.00	298,000.00	.0
110-800-7111 LOAN PRINCIPAL - LIBRARY/CITY	.00	.00	10,458.00	10,458.00	.0
110-800-7112 LOAN PRINCIPAL - ROLLING ROCK	.00	.00	68,171.00	68,171.00	.0
110-800-7510 LOAN INTEREST	667.28	667.28	8,010.00	7,342.72	8.3
110-800-7511 LOAN INTEREST - LIBRARY/CITY	.00	.00	12,194.00	12,194.00	.0
110-800-7512 LOAN INTEREST - ROLLING ROCK	.00	.00	9,526.00	9,526.00	.0
TOTAL DEBT SERVICES	667.28	667.28	406,359.00	405,691.72	.2
TOTAL DEBT SERVICE	667.28	667.28	406,359.00	405,691.72	.2
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
110-900-9590 CONTINGENCY	.00	.00	39,825.00	39,825.00	.0
110-900-9895 RESERVED FOR FUTURE USE - PARK	.00	.00	2,500.00	2,500.00	.0
110-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	168,248.00	168,248.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	210,573.00	210,573.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	210,573.00	210,573.00	.0
TOTAL FUND EXPENDITURES	57,197.72	57,197.72	2,274,435.00	2,217,237.28	2.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(49,947.55)	(49,947.55)	(410,423.00)	(360,475.45)	(12.2)

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

BUILDING FUND

ASSETS

220-1110	ALLOCATED CASH	48,376.66	
	TOTAL ASSETS		48,376.66

LIABILITIES AND EQUITY

LIABILITIES

220-2205	WAGES PAYABLE	161.19	
220-2210	PAYROLL TAXES PAYABLE	59.83	
220-2245	HEALTH INSURANCE PAYABLE	68.24	
220-2250	RETIREMENT PAYABLE	31.11	
	TOTAL LIABILITIES		320.37

FUND EQUITY

220-3100	BEGINNING FUND BALANCE	29,944.12	
	REVENUE OVER EXPENDITURES - YTD	18,112.17	
	BALANCE - CURRENT DATE	18,112.17	
	TOTAL FUND EQUITY		48,056.29
	TOTAL LIABILITIES AND EQUITY		48,376.66

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

BUILDING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
220-315-4125	INTEREST EARNED	1.04	1.04	.00	(1.04)	.0
	TOTAL INVESTMENT EARNINGS	1.04	1.04	.00	(1.04)	.0
	<u>LICENSES & PERMITS</u>					
220-335-4356	BUILDING PERMIT FEES	17,561.07	17,561.07	45,000.00	27,438.93	39.0
220-335-4358	ELECTRICAL PERMIT FEES	2,200.80	2,200.80	5,250.00	3,049.20	41.9
	TOTAL LICENSES & PERMITS	19,761.87	19,761.87	50,250.00	30,488.13	39.3
	TOTAL FUND REVENUE	19,762.91	19,762.91	50,250.00	30,487.09	39.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

BUILDING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
220-490-5114 CITY CLERK	449.05	449.05	2,914.00	2,464.95	15.4
220-490-5220 OVERTIME	2.10	2.10	42.00	39.90	5.0
220-490-5315 SOCIAL SECURITY/MEDICARE	34.52	34.52	226.00	191.48	15.3
220-490-5320 WORKER'S COMP	1.45	1.45	54.00	52.55	2.7
220-490-5350 UNEMPLOYMENT	.00	.00	240.00	240.00	.0
220-490-5410 HEALTH INSURANCE	136.48	136.48	984.00	847.52	13.9
220-490-5450 PUBLIC EMPLOYEES RETIREMENT	68.00	68.00	580.00	512.00	11.7
TOTAL PERSONAL SERVICES	691.60	691.60	5,040.00	4,348.40	13.7
<u>MATERIALS & SERVICES</u>					
220-490-6110 AUDITING	.00	.00	500.00	500.00	.0
220-490-6112 LEGAL SERVICES	.00	.00	500.00	500.00	.0
220-490-6122 IT SERVICES	22.05	22.05	2,400.00	2,377.95	.9
220-490-6150 BUILDING INSPECTION SERVICES	439.31	439.31	22,500.00	22,060.69	2.0
220-490-6152 ELECTRICAL INSPECTION SERVICES	.00	.00	2,625.00	2,625.00	.0
220-490-6238 BANK SERVICE CHARGES	.00	.00	125.00	125.00	.0
220-490-6290 MISCELLANEOUS	.00	.00	100.00	100.00	.0
220-490-6420 WATER SERVICES	3.11	3.11	175.00	171.89	1.8
220-490-6425 SEWER SERVICES	6.21	6.21	125.00	118.79	5.0
220-490-6430 ELECTRICITY SERVICES	18.92	18.92	225.00	206.08	8.4
220-490-6435 INTERNET SERVICES	18.49	18.49	148.00	129.51	12.5
220-490-6440 TELEPHONE SERVICES	17.61	17.61	225.00	207.39	7.8
220-490-6445 REFUSE SERVICES	.00	.00	50.00	50.00	.0
220-490-6524 BUILDING STATE SURCHARGE	397.44	397.44	5,850.00	5,452.56	6.8
220-490-6525 ELECTRICAL STATE SURCHARGE	36.00	36.00	683.00	647.00	5.3
TOTAL MATERIALS & SERVICES	959.14	959.14	36,231.00	35,271.86	2.7
TOTAL NON-DEPARTMENTAL	1,650.74	1,650.74	41,271.00	39,620.26	4.0
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
220-900-9590 CONTINGENCY	.00	.00	7,959.00	7,959.00	.0
220-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	20,875.00	20,875.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	28,834.00	28,834.00	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

	BUILDING FUND				
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL OTHER REQUIREMENTS	.00	.00	28,834.00	28,834.00	.0
TOTAL FUND EXPENDITURES	1,650.74	1,650.74	70,105.00	68,454.26	2.4
NET REVENUE OVER EXPENDITURES	18,112.17	18,112.17	(19,855.00)	(37,967.17)	91.2

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

WATER FUND

ASSETS

230-1110	ALLOCATED CASH	41,198.96	
230-1115	CASH IN BANK - LGIP	40,359.66	
230-1510	ACCOUNTS RECEIVABLE	42,849.71	
230-1710	LAND	81,179.00	
230-1720	BUILDINGS & FACILITIES	35,875.00	
230-1730	EQUIPMENT & FURNISHINGS	108,645.38	
230-1740	VEHICLES & ROLLING STOCK	34,066.66	
230-1750	INFRASTRUCTURE	4,432,770.46	
230-1820	AD - BUILDINGS & FACILITIES	(19,711.68)	
230-1830	AD - EQUIPMENT & FURNISHINGS	(75,105.02)	
230-1840	AD - VEHICLES & ROLLING STOCK	(17,729.64)	
230-1850	AD - INFRASTRUCTURE	(2,255,795.60)	
TOTAL ASSETS			2,448,602.89

LIABILITIES AND EQUITY

LIABILITIES

230-2205	WAGES PAYABLE	4,185.37	
230-2210	PAYROLL TAXES PAYABLE	1,755.92	
230-2245	HEALTH INSURANCE PAYABLE	2,153.68	
230-2250	RETIREMENT PAYABLE	1,316.59	
230-2255	DEFERRED COMP PAYABLE	127.51	
230-2520	UTILITY DEPOSITS	37,120.00	
230-2750	LONG TERM DEBT	1,051,825.87	
TOTAL LIABILITIES			1,098,484.94

FUND EQUITY

230-3100	BEGINNING FUND BALANCE	41,481.94	
230-3275	GASB - FIXED ASSETS	2,324,194.56	
230-3277	GAAP - LONG TERM DEBT	(1,051,825.87)	
REVENUE OVER EXPENDITURES - YTD		36,267.32	
BALANCE - CURRENT DATE		36,267.32	
TOTAL FUND EQUITY			1,350,117.95
TOTAL LIABILITIES AND EQUITY			2,448,602.89

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
230-315-4125	INTEREST EARNED	20.99	20.99	2,200.00	2,179.01	1.0
	TOTAL INVESTMENT EARNINGS	20.99	20.99	2,200.00	2,179.01	1.0
	<u>GRANT REVENUES</u>					
230-325-4151	WATER - OPERATING GRANTS	.00	.00	120,000.00	120,000.00	.0
	TOTAL GRANT REVENUES	.00	.00	120,000.00	120,000.00	.0
	<u>LICENSES & PERMITS</u>					
230-335-4370	WATER/SEWER CONNECTION PERMIT	1,250.00	1,250.00	2,750.00	1,500.00	45.5
	TOTAL LICENSES & PERMITS	1,250.00	1,250.00	2,750.00	1,500.00	45.5
	<u>CHARGES FOR SERVICE</u>					
230-340-4425	WATER/SEWER SALES	75,993.93	75,993.93	364,700.00	288,706.07	20.8
230-340-4426	BULK WATER SALES	1,471.37	1,471.37	10,000.00	8,528.63	14.7
230-340-4435	FIRE HYDRANT FEE	880.65	880.65	4,240.00	3,359.35	20.8
230-340-4450	WATER/SEWER PENALTIES	390.00	390.00	1,500.00	1,110.00	26.0
	TOTAL CHARGES FOR SERVICE	78,735.95	78,735.95	380,440.00	301,704.05	20.7
	<u>SDC REVENUE</u>					
230-345-4531	WATER REIMBURSEMENT SDC	3,725.00	3,725.00	7,450.00	3,725.00	50.0
	TOTAL SDC REVENUE	3,725.00	3,725.00	7,450.00	3,725.00	50.0
	<u>MISCELLANEOUS REVENUE</u>					
230-385-4895	MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
	TOTAL FUND REVENUE	83,731.94	83,731.94	513,340.00	429,608.06	16.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
230-490-5110 CITY ADMINISTRATOR	2,960.84	2,960.84	24,544.00	21,583.16	12.1
230-490-5114 CITY CLERK	3,592.27	3,592.27	23,310.00	19,717.73	15.4
230-490-5150 PUBLIC WORKS DIRECTOR	3,971.43	3,971.43	32,284.00	28,312.57	12.3
230-490-5152 UTILITY WORKER I	4,532.02	4,532.02	19,341.00	14,808.98	23.4
230-490-5154 UTILITY WORKER II	.00	.00	19,341.00	19,341.00	.0
230-490-5156 TEMPORARY/ SEASONAL	231.49	231.49	606.00	374.51	38.2
230-490-5158 MAINTENANCE WORKER I	340.25	340.25	3,293.00	2,952.75	10.3
230-490-5220 OVERTIME	1,033.81	1,033.81	5,000.00	3,966.19	20.7
230-490-5315 SOCIAL SECURITY/MEDICARE	1,274.66	1,274.66	9,993.00	8,718.34	12.8
230-490-5320 WORKER'S COMP	487.66	487.66	6,317.00	5,829.34	7.7
230-490-5350 UNEMPLOYMENT	.00	.00	10,420.00	10,420.00	.0
230-490-5410 HEALTH INSURANCE	4,301.76	4,301.76	31,270.00	26,968.24	13.8
230-490-5450 PUBLIC EMPLOYEES RETIREMENT	2,855.23	2,855.23	25,639.00	22,783.77	11.1
TOTAL PERSONAL SERVICES	25,581.42	25,581.42	211,358.00	185,776.58	12.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
230-490-6110 AUDITING	.00	.00	6,000.00	6,000.00	.0
230-490-6112 LEGAL SERVICES	.00	.00	500.00	500.00	.0
230-490-6114 FINANCIAL SERVICES	312.50	312.50	4,100.00	3,787.50	7.6
230-490-6116 ENGINEERING SERVICES	3,651.50	3,651.50	1,500.00	(2,151.50)	243.4
230-490-6122 IT SERVICES	357.63	357.63	5,500.00	5,142.37	6.5
230-490-6128 OTHER CONTRACT SERVICES	78.65	78.65	8,500.00	8,421.35	.9
230-490-6210 INSURANCE & BONDS	8,736.69	8,736.69	8,000.00	(736.69)	109.2
230-490-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	1,200.00	1,200.00	.0
230-490-6226 POSTAGE	.00	.00	1,100.00	1,100.00	.0
230-490-6230 OFFICE SUPPLIES/EQUIPMENT	.00	.00	3,500.00	3,500.00	.0
230-490-6234 GENERAL SUPPLIES	.00	.00	3,000.00	3,000.00	.0
230-490-6238 BANK SERVICE CHARGES	242.10	242.10	4,000.00	3,757.90	6.1
230-490-6240 TRAVEL & TRAINING	.00	.00	1,500.00	1,500.00	.0
230-490-6290 MISCELLANEOUS	.00	.00	1,500.00	1,500.00	.0
230-490-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	3,000.00	3,000.00	.0
230-490-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
230-490-6330 OTHER REPAIR & MAINTENANCE	950.97	950.97	17,000.00	16,049.03	5.6
230-490-6334 NON-CAPITALIZED ASSETS	.00	.00	2,000.00	2,000.00	.0
230-490-6420 WATER SERVICES	56.08	56.08	500.00	443.92	11.2
230-490-6425 SEWER SERVICES	62.08	62.08	775.00	712.92	8.0
230-490-6430 ELECTRICITY SERVICES	3,165.33	3,165.33	19,800.00	16,634.67	16.0
230-490-6435 INTERNET SERVICES	75.00	75.00	900.00	825.00	8.3
230-490-6440 TELEPHONE SERVICES	248.29	248.29	3,950.00	3,701.71	6.3
230-490-6445 REFUSE SERVICES	41.50	41.50	540.00	498.50	7.7
230-490-6710 GAS & OIL	140.00	140.00	2,000.00	1,860.00	7.0
230-490-6712 OPERATIONS & SUPPLIES	.00	.00	1,500.00	1,500.00	.0
230-490-6750 CHEMICALS & LAB SUPPLIES	2,077.28	2,077.28	18,000.00	15,922.72	11.5
230-490-6755 WATER/SEWER ANALYSIS	192.60	192.60	6,400.00	6,207.40	3.0
230-490-6758 WATER/SEWER CONNECTION EXPENDI	1,495.00	1,495.00	3,200.00	1,705.00	46.7
230-490-6760 WATER/SEWER FRANCHISE FEES	.00	.00	18,235.00	18,235.00	.0
TOTAL MATERIALS & SERVICES	21,883.20	21,883.20	152,700.00	130,816.80	14.3
TOTAL NON-DEPARTMENTAL	47,464.62	47,464.62	364,058.00	316,593.38	13.0
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
230-700-8335 EQUIPMENT & FURNISHINGS	.00	.00	27,500.00	27,500.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	27,500.00	27,500.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	27,500.00	27,500.00	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEBT SERVICE</u>					
	<u>DEBT SERVICES</u>					
230-800-7122	LOAN PRINCIPAL - J05001 SPWF	.00	.00	4,962.00	4,962.00	.0
230-800-7124	LOAN PRINCIPAL - RUS 91-03	.00	.00	16,991.00	16,991.00	.0
230-800-7125	LOAN PRINCIPAL - L21001	.00	.00	7,651.00	7,651.00	.0
230-800-7522	LOAN INTEREST - J05001 SPWF	.00	.00	2,705.00	2,705.00	.0
230-800-7524	LOAN INTEREST - RUS 91-03	.00	.00	22,390.00	22,390.00	.0
230-800-7525	LOAN INTEREST - L21001	.00	.00	3,915.00	3,915.00	.0
	TOTAL DEBT SERVICES	.00	.00	58,614.00	58,614.00	.0
	TOTAL DEBT SERVICE	.00	.00	58,614.00	58,614.00	.0
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
230-900-9590	CONTINGENCY	.00	.00	35,532.00	35,532.00	.0
230-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	73,190.00	73,190.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	108,722.00	108,722.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	108,722.00	108,722.00	.0
	TOTAL FUND EXPENDITURES	47,464.62	47,464.62	558,894.00	511,429.38	8.5
	NET REVENUE OVER EXPENDITURES	36,267.32	36,267.32	(45,554.00)	(81,821.32)	79.6

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

SEWER FUND

ASSETS

240-1110	ALLOCATED CASH	49,998.17	
240-1115	CASH IN BANK - LGIP	137,507.42	
240-1510	ACCOUNTS RECEIVABLE	33,515.17	
240-1710	LAND	11,000.00	
240-1720	BUILDINGS & FACILITIES	89,114.40	
240-1730	EQUIPMENT & FURNISHINGS	68,330.05	
240-1740	VEHICLES & ROLLING STOCK	21,779.50	
240-1750	INFRASTRUCTURE	4,708,963.28	
240-1820	AD - BUILDINGS & FACILITIES	(42,695.71)	
240-1830	AD - EQUIPMENT & FURNISHINGS	(28,515.11)	
240-1840	AD - VEHICLES & ROLLING STOCK	(5,444.88)	
240-1850	AD - INFRASTRUCTURE	(2,898,225.48)	
TOTAL ASSETS			2,145,326.81

LIABILITIES AND EQUITY

LIABILITIES

240-2205	WAGES PAYABLE	4,185.20	
240-2210	PAYROLL TAXES PAYABLE	1,756.18	
240-2245	HEALTH INSURANCE PAYABLE	2,153.64	
240-2250	RETIREMENT PAYABLE	1,316.56	
240-2255	DEFERRED COMP PAYABLE	127.48	
240-2750	LONG TERM DEBT	547,119.72	
TOTAL LIABILITIES			556,658.78

FUND EQUITY

240-3100	BEGINNING FUND BALANCE	184,427.11	
240-3275	GASB - FIXED ASSETS	1,924,306.05	
240-3277	GAAP - LONG TERM DEBT	(547,119.72)	
REVENUE OVER EXPENDITURES - YTD		27,054.59	
BALANCE - CURRENT DATE		27,054.59	
TOTAL FUND EQUITY			1,588,668.03
TOTAL LIABILITIES AND EQUITY			2,145,326.81

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
240-315-4125	INTEREST EARNED	70.30	70.30	2,150.00	2,079.70	3.3
	TOTAL INVESTMENT EARNINGS	70.30	70.30	2,150.00	2,079.70	3.3
	<u>GRANT REVENUES</u>					
240-325-4151	SEWER - OPERATING GRANTS	.00	.00	20,000.00	20,000.00	.0
	TOTAL GRANT REVENUES	.00	.00	20,000.00	20,000.00	.0
	<u>LICENSES & PERMITS</u>					
240-335-4370	WATER/SEWER CONNECTION PERMIT	575.00	575.00	1,150.00	575.00	50.0
	TOTAL LICENSES & PERMITS	575.00	575.00	1,150.00	575.00	50.0
	<u>CHARGES FOR SERVICE</u>					
240-340-4425	WATER/SEWER SALES	67,389.12	67,389.12	406,700.00	339,310.88	16.6
240-340-4450	WATER/SEWER PENALTIES	320.00	320.00	2,200.00	1,880.00	14.6
	TOTAL CHARGES FOR SERVICE	67,709.12	67,709.12	408,900.00	341,190.88	16.6
	<u>SDC REVENUE</u>					
240-345-4541	SEWER REIMBURSEMENT SDC	3,090.00	3,090.00	6,180.00	3,090.00	50.0
	TOTAL SDC REVENUE	3,090.00	3,090.00	6,180.00	3,090.00	50.0
	<u>MISCELLANEOUS REVENUE</u>					
240-385-4895	MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	500.00	500.00	.0
	TOTAL FUND REVENUE	71,444.42	71,444.42	438,880.00	367,435.58	16.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
240-490-5110 CITY ADMINISTRATOR	2,960.85	2,960.85	24,544.00	21,583.15	12.1
240-490-5114 CITY CLERK	3,592.24	3,592.24	23,310.00	19,717.76	15.4
240-490-5150 PUBLIC WORKS DIRECTOR	3,971.45	3,971.45	32,284.00	28,312.55	12.3
240-490-5152 UTILITY WORKER I	4,531.96	4,531.96	19,341.00	14,809.04	23.4
240-490-5154 UTILITY WORKER II	.00	.00	19,341.00	19,341.00	.0
240-490-5156 TEMPORARY/ SEASONAL	231.49	231.49	606.00	374.51	38.2
240-490-5158 MAINTENANCE WORKER I	340.25	340.25	3,293.00	2,952.75	10.3
240-490-5220 OVERTIME	1,033.82	1,033.82	7,663.00	6,629.18	13.5
240-490-5315 SOCIAL SECURITY/MEDICARE	1,274.65	1,274.65	9,993.00	8,718.35	12.8
240-490-5320 WORKER'S COMP	423.25	423.25	5,716.00	5,292.75	7.4
240-490-5350 UNEMPLOYMENT	.00	.00	10,420.00	10,420.00	.0
240-490-5410 HEALTH INSURANCE	4,301.74	4,301.74	31,270.00	26,968.26	13.8
240-490-5450 PUBLIC EMPLOYEES RETIREMENT	2,855.23	2,855.23	25,639.00	22,783.77	11.1
 TOTAL PERSONAL SERVICES	 25,516.93	 25,516.93	 213,420.00	 187,903.07	 12.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
240-490-6110 AUDITING	.00	.00	6,000.00	6,000.00	.0
240-490-6112 LEGAL SERVICES	.00	.00	500.00	500.00	.0
240-490-6114 FINANCIAL SERVICES	312.50	312.50	5,000.00	4,687.50	6.3
240-490-6116 ENGINEERING SERVICES	.00	.00	2,500.00	2,500.00	.0
240-490-6122 IT SERVICES	357.63	357.63	5,500.00	5,142.37	6.5
240-490-6128 OTHER CONTRACT SERVICES	378.65	378.65	8,600.00	8,221.35	4.4
240-490-6210 INSURANCE & BONDS	8,307.21	8,307.21	9,000.00	692.79	92.3
240-490-6220 PUBLICATIONS, PRINTING & DUES	.00	.00	1,200.00	1,200.00	.0
240-490-6226 POSTAGE	.00	.00	1,100.00	1,100.00	.0
240-490-6230 OFFICE SUPPLIES/EQUIPMENT	.00	.00	500.00	500.00	.0
240-490-6234 GENERAL SUPPLIES	59.93	59.93	2,500.00	2,440.07	2.4
240-490-6238 BANK SERVICE CHARGES	242.10	242.10	4,000.00	3,757.90	6.1
240-490-6240 TRAVEL & TRAINING	.00	.00	1,500.00	1,500.00	.0
240-490-6290 MISCELLANEOUS	49.99	49.99	500.00	450.01	10.0
240-490-6320 BUILDING REPAIR & MAINTENANCE	.00	.00	3,000.00	3,000.00	.0
240-490-6324 EQUIPMENT REPAIR & MAINTENANCE	328.50	328.50	5,000.00	4,671.50	6.6
240-490-6330 OTHER REPAIR & MAINTENANCE	833.34	833.34	15,000.00	14,166.66	5.6
240-490-6334 NON-CAPITALIZED ASSETS	.00	.00	7,500.00	7,500.00	.0
240-490-6420 WATER SERVICES	1,351.33	1,351.33	21,500.00	20,148.67	6.3
240-490-6425 SEWER SERVICES	558.71	558.71	6,200.00	5,641.29	9.0
240-490-6430 ELECTRICITY SERVICES	4,337.89	4,337.89	24,000.00	19,662.11	18.1
240-490-6435 INTERNET SERVICES	127.98	127.98	1,440.00	1,312.02	8.9
240-490-6440 TELEPHONE SERVICES	233.38	233.38	2,200.00	1,966.62	10.6
240-490-6445 REFUSE SERVICES	41.50	41.50	9,450.00	9,408.50	.4
240-490-6520 PERMITS	.00	.00	3,000.00	3,000.00	.0
240-490-6710 GAS & OIL	32.23	32.23	1,450.00	1,417.77	2.2
240-490-6712 OPERATIONS & SUPPLIES	.00	.00	1,500.00	1,500.00	.0
240-490-6750 CHEMICALS & LAB SUPPLIES	870.03	870.03	15,500.00	14,629.97	5.6
240-490-6755 WATER/SEWER ANALYSIS	450.00	450.00	11,250.00	10,800.00	4.0
240-490-6758 WATER/SEWER CONNECTION EXPENDI	.00	.00	3,000.00	3,000.00	.0
240-490-6760 WATER/SEWER FRANCHISE FEES	.00	.00	19,344.00	19,344.00	.0
TOTAL MATERIALS & SERVICES	18,872.90	18,872.90	198,734.00	179,861.10	9.5
TOTAL NON-DEPARTMENTAL	44,389.83	44,389.83	412,154.00	367,764.17	10.8
<u>CAPITAL OUTLAY</u>					
<u>CAPITAL OUTLAY</u>					
240-700-8335 EQUIPMENT & FURNISHINGS	.00	.00	6,000.00	6,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	6,000.00	6,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	6,000.00	6,000.00	.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEBT SERVICE</u>					
	<u>DEBT SERVICES</u>					
240-800-7110	LOAN PRINCIPAL - G02002	.00	.00	18,628.00	18,628.00	.0
240-800-7122	LOAN PRINCIPAL - J05001 SPWF	.00	.00	4,962.00	4,962.00	.0
240-800-7124	LOAN PRINCIPAL - RUS 92-05	.00	.00	6,794.00	6,794.00	.0
240-800-7510	LOAN INTEREST - G02002	.00	.00	8,043.00	8,043.00	.0
240-800-7522	LOAN INTEREST - J05001 SPWF	.00	.00	2,705.00	2,705.00	.0
240-800-7524	LOAN INTEREST - RUS 92-05	.00	.00	9,133.00	9,133.00	.0
	TOTAL DEBT SERVICES	.00	.00	50,265.00	50,265.00	.0
	TOTAL DEBT SERVICE	.00	.00	50,265.00	50,265.00	.0
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
240-900-9590	CONTINGENCY	.00	.00	40,342.00	40,342.00	.0
240-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	144,968.00	144,968.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	185,310.00	185,310.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	185,310.00	185,310.00	.0
	TOTAL FUND EXPENDITURES	44,389.83	44,389.83	653,729.00	609,339.17	6.8
	NET REVENUE OVER EXPENDITURES	27,054.59	27,054.59	(214,849.00)	(241,903.59)	12.6

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

STREET FUND

ASSETS

312-1110	ALLOCATED CASH	40,808.11	
312-1115	CASH IN BANK - LGIP	35,670.18	
312-1720	BUILDINGS & FACILITIES	528.00	
312-1730	EQUIPMENT & FURNISHINGS	6,061.05	
312-1740	VEHICLES & ROLLING STOCK	11,299.83	
312-1750	INFRASTRUCTURE	1,610,571.62	
312-1820	AD - BUILDINGS & FACILITIES	(35.20)	
312-1830	AD - EQUIPMENT & FURNISHINGS	(1,361.79)	
312-1840	AD - VEHICLES & ROLLING STOCK	(2,824.95)	
312-1850	AD - INFRASTRUCTURE	(414,193.72)	
TOTAL ASSETS			1,286,523.13

LIABILITIES AND EQUITY

LIABILITIES

312-2205	WAGES PAYABLE	467.32	
312-2210	PAYROLL TAXES PAYABLE	200.77	
312-2245	HEALTH INSURANCE PAYABLE	200.73	
312-2250	RETIREMENT PAYABLE	138.19	
312-2255	DEFERRED COMP PAYABLE	15.00	
312-2750	LONG TERM DEBT	83,091.72	
TOTAL LIABILITIES			84,113.73

FUND EQUITY

312-3100	BEGINNING FUND BALANCE	76,010.79	
312-3275	GASB - FIXED ASSETS	1,210,044.84	
312-3277	GAAP - LONG TERM DEBT	(83,091.72)	
REVENUE OVER EXPENDITURES - YTD		(554.51)	
BALANCE - CURRENT DATE		(554.51)	
TOTAL FUND EQUITY			1,202,409.40
TOTAL LIABILITIES AND EQUITY			1,286,523.13

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
312-315-4125	INTEREST EARNED	19.09	19.09	1,400.00	1,380.91	1.4
	TOTAL INVESTMENT EARNINGS	19.09	19.09	1,400.00	1,380.91	1.4
	<u>INTERGOVERNMENTAL</u>					
312-320-4142	STATE DISTRIBUTIONS	7,211.16	7,211.16	64,212.00	57,000.84	11.2
	TOTAL INTERGOVERNMENTAL	7,211.16	7,211.16	64,212.00	57,000.84	11.2
	<u>SDC REVENUE</u>					
312-345-4513	TRANSPORTATION REIMBURSEMENT S	520.00	520.00	1,560.00	1,040.00	33.3
	TOTAL SDC REVENUE	520.00	520.00	1,560.00	1,040.00	33.3
	<u>MISCELLANEOUS REVENUE</u>					
312-385-4895	MISCELLANEOUS REVENUE	.00	.00	77.00	77.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	77.00	77.00	.0
	TOTAL FUND REVENUE	7,750.25	7,750.25	67,249.00	59,498.75	11.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>PERSONAL SERVICES</u>					
312-490-5110 CITY ADMINISTRATOR	538.33	538.33	4,463.00	3,924.67	12.1
312-490-5150 PUBLIC WORKS DIRECTOR	467.22	467.22	3,798.00	3,330.78	12.3
312-490-5152 UTILITY WORKER I	533.20	533.20	2,275.00	1,741.80	23.4
312-490-5154 UTILITY WORKER II	.00	.00	2,275.00	2,275.00	.0
312-490-5156 TEMPORARY/ SEASONAL	462.97	462.97	1,210.00	747.03	38.3
312-490-5220 OVERTIME	119.66	119.66	861.00	741.34	13.9
312-490-5315 SOCIAL SECURITY/MEDICARE	162.23	162.23	1,140.00	977.77	14.2
312-490-5320 WORKER'S COMP	123.57	123.57	1,350.00	1,226.43	9.2
312-490-5350 UNEMPLOYMENT	.00	.00	1,281.00	1,281.00	.0
312-490-5410 HEALTH INSURANCE	400.64	400.64	2,924.00	2,523.36	13.7
312-490-5450 PUBLIC EMPLOYEES RETIREMENT	293.18	293.18	2,929.00	2,635.82	10.0
TOTAL PERSONAL SERVICES	3,101.00	3,101.00	24,506.00	21,405.00	12.7
<u>MATERIALS & SERVICES</u>					
312-490-6110 AUDITING	.00	.00	1,812.00	1,812.00	.0
312-490-6114 FINANCIAL SERVICES	104.50	104.50	1,737.00	1,632.50	6.0
312-490-6116 ENGINEERING SERVICES	.00	.00	2,500.00	2,500.00	.0
312-490-6122 IT SERVICES	76.04	76.04	2,102.00	2,025.96	3.6
312-490-6128 OTHER CONTRACT SERVICES	.00	.00	8,500.00	8,500.00	.0
312-490-6210 INSURANCE & BONDS	3,034.14	3,034.14	2,225.00	(809.14)	136.4
312-490-6234 GENERAL SUPPLIES	.00	.00	200.00	200.00	.0
312-490-6238 BANK SERVICE CHARGES	.00	.00	2.00	2.00	.0
312-490-6290 MISCELLANEOUS	.00	.00	500.00	500.00	.0
312-490-6324 EQUIPMENT REPAIR & MAINTENANCE	.00	.00	500.00	500.00	.0
312-490-6330 OTHER REPAIR & MAINTENANCE	.00	.00	10,000.00	10,000.00	.0
312-490-6334 NON-CAPITALIZED ASSETS	.00	.00	2,500.00	2,500.00	.0
312-490-6430 ELECTRICITY SERVICES	1,989.08	1,989.08	13,250.00	11,260.92	15.0
312-490-6720 STORM DRAIN MAINTENANCE	.00	.00	1,218.00	1,218.00	.0
312-490-6724 STREET SIGNS	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	5,203.76	5,203.76	48,046.00	42,842.24	10.8
TOTAL NON-DEPARTMENTAL	8,304.76	8,304.76	72,552.00	64,247.24	11.5
<u>DEBT SERVICE</u>					

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEBT SERVICES</u>					
312-800-7125	LOAN PRINCIPAL - L21001	.00	.00	3,429.00	3,429.00	.0
312-800-7525	LOAN INTEREST - L21001	.00	.00	1,746.00	1,746.00	.0
	TOTAL DEBT SERVICES	.00	.00	5,175.00	5,175.00	.0
	TOTAL DEBT SERVICE	.00	.00	5,175.00	5,175.00	.0
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
312-900-9590	CONTINGENCY	.00	.00	7,368.00	7,368.00	.0
312-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	45,865.00	45,865.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	53,233.00	53,233.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	53,233.00	53,233.00	.0
	TOTAL FUND EXPENDITURES	8,304.76	8,304.76	130,960.00	122,655.24	6.3
	NET REVENUE OVER EXPENDITURES	(554.51)	(554.51)	(63,711.00)	(63,156.49)	(.9)

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

BLACKBERRY JAM FUND

ASSETS

314-1110	ALLOCATED CASH	15,376.90	
	TOTAL ASSETS		15,376.90

LIABILITIES AND EQUITY

FUND EQUITY

314-3100	BEGINNING FUND BALANCE	11,467.99	
	REVENUE OVER EXPENDITURES - YTD	3,908.91	
	BALANCE - CURRENT DATE	3,908.91	
	TOTAL FUND EQUITY		15,376.90
	TOTAL LIABILITIES AND EQUITY		15,376.90

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

BLACKBERRY JAM FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
314-315-4125	INTEREST EARNED	.35	.35	.00	(.35)	.0
	TOTAL INVESTMENT EARNINGS	.35	.35	.00	(.35)	.0
	<u>FUNDRAISING & EVENT REVENUE</u>					
314-380-4864	JAM SALES	255.00	255.00	.00	(255.00)	.0
314-380-4866	QUILT RAFFLE SALES	3,713.00	3,713.00	4,000.00	287.00	92.8
314-380-4889	BBJ FESTIVAL OTHER REVENUE	85.06	85.06	.00	(85.06)	.0
	TOTAL FUNDRAISING & EVENT REVENUE	4,053.06	4,053.06	4,000.00	(53.06)	101.3
	TOTAL FUND REVENUE	4,053.41	4,053.41	4,000.00	(53.41)	101.3

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

BLACKBERRY JAM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>					
<u>MATERIALS & SERVICES</u>					
314-490-6122 IT SERVICES	46.60	46.60	500.00	453.40	9.3
314-490-6238 BANK SERVICE CHARGES	17.90	17.90	.00 (17.90)	.0
314-490-6705 RENT	80.00	80.00	1,250.00	1,170.00	6.4
314-490-6816 QUILT RAFFLE	.00	.00	4,000.00	4,000.00	.0
314-490-6852 CAR SHOW EXP	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIALS & SERVICES	144.50	144.50	6,750.00	6,605.50	2.1
TOTAL NON-DEPARTMENTAL	144.50	144.50	6,750.00	6,605.50	2.1
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
314-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	7,795.00	7,795.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	7,795.00	7,795.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	7,795.00	7,795.00	.0
TOTAL FUND EXPENDITURES	144.50	144.50	14,545.00	14,400.50	1.0
NET REVENUE OVER EXPENDITURES	3,908.91	3,908.91	(10,545.00)	(14,453.91)	37.1

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

PARKS SDC FUND

ASSETS

410-1110	ALLOCATED CASH	15,955.10	
410-1115	CASH IN BANK - LGIP	47,676.18	
	TOTAL ASSETS		63,631.28

LIABILITIES AND EQUITY

FUND EQUITY

410-3100	BEGINNING FUND BALANCE	58,681.83	
	REVENUE OVER EXPENDITURES - YTD	4,949.45	
	BALANCE - CURRENT DATE	4,949.45	
	TOTAL FUND EQUITY		63,631.28
	TOTAL LIABILITIES AND EQUITY		63,631.28

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

PARKS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
410-315-4125	INTEREST EARNED	24.45	24.45	200.00	175.55	12.2
	TOTAL INVESTMENT EARNINGS	24.45	24.45	200.00	175.55	12.2
	<u>SDC REVENUE</u>					
410-345-4510	PARK SDC FEES	4,925.00	4,925.00	14,775.00	9,850.00	33.3
	TOTAL SDC REVENUE	4,925.00	4,925.00	14,775.00	9,850.00	33.3
	TOTAL FUND REVENUE	4,949.45	4,949.45	14,975.00	10,025.55	33.1

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

PARKS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
410-900-9895	RESERVED FOR FUTURE USE - PARK	.00	.00	5,000.00	5,000.00	.0
410-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	67,725.00	67,725.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	72,725.00	72,725.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	72,725.00	72,725.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	72,725.00	72,725.00	.0
	NET REVENUE OVER EXPENDITURES	4,949.45	4,949.45	(57,750.00)	(62,699.45)	8.6

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

STREETS SDC FUND

ASSETS

412-1110	ALLOCATED CASH	11,836.58	
412-1115	CASH IN BANK - LGIP	41,172.73	
	TOTAL ASSETS		53,009.31

LIABILITIES AND EQUITY

FUND EQUITY

412-3100	BEGINNING FUND BALANCE	50,028.24	
	REVENUE OVER EXPENDITURES - YTD	2,981.07	
	BALANCE - CURRENT DATE	2,981.07	
	TOTAL FUND EQUITY		53,009.31
	TOTAL LIABILITIES AND EQUITY		53,009.31

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

STREETS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
412-315-4125	INTEREST EARNED	21.07	21.07	200.00	178.93	10.5
	TOTAL INVESTMENT EARNINGS	21.07	21.07	200.00	178.93	10.5
	<u>SDC REVENUE</u>					
412-345-4512	TRANSPORTATION SDC	2,960.00	2,960.00	8,880.00	5,920.00	33.3
	TOTAL SDC REVENUE	2,960.00	2,960.00	8,880.00	5,920.00	33.3
	TOTAL FUND REVENUE	2,981.07	2,981.07	9,080.00	6,098.93	32.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

STREETS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>NON-DEPARTMENTAL</u>					
	<u>MATERIALS & SERVICES</u>					
412-490-6128	OTHER CONTRACT SERVICES	.00	.00	5,000.00	5,000.00	.0
	TOTAL MATERIALS & SERVICES	.00	.00	5,000.00	5,000.00	.0
	 TOTAL NON-DEPARTMENTAL	.00	.00	5,000.00	5,000.00	.0
	 <u>CAPITAL OUTLAY</u>					
	<u>CAPITAL OUTLAY</u>					
412-700-8530	STREET IMPROVEMENTS	.00	.00	40,000.00	40,000.00	.0
	TOTAL CAPITAL OUTLAY	.00	.00	40,000.00	40,000.00	.0
	 TOTAL CAPITAL OUTLAY	.00	.00	40,000.00	40,000.00	.0
	 <u>OTHER REQUIREMENTS</u>					
	 <u>OTHER REQUIREMENTS</u>					
412-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	13,710.00	13,710.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	13,710.00	13,710.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	13,710.00	13,710.00	.0
	 TOTAL FUND EXPENDITURES	.00	.00	58,710.00	58,710.00	.0
	 NET REVENUE OVER EXPENDITURES	2,981.07	2,981.07	(49,630.00)	(52,611.07)	6.0

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

WATER SDC FUND

ASSETS

430-1110	ALLOCATED CASH	47,163.05	
430-1115	CASH IN BANK - LGIP	301,367.95	
	TOTAL ASSETS		348,531.00

LIABILITIES AND EQUITY

FUND EQUITY

430-3100	BEGINNING FUND BALANCE	329,227.75	
	REVENUE OVER EXPENDITURES - YTD	19,303.25	
	BALANCE - CURRENT DATE	19,303.25	
	TOTAL FUND EQUITY		348,531.00
	TOTAL LIABILITIES AND EQUITY		348,531.00

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
430-315-4125	INTEREST EARNED	153.25	153.25	1,000.00	846.75	15.3
	TOTAL INVESTMENT EARNINGS	153.25	153.25	1,000.00	846.75	15.3
	<u>SDC REVENUE</u>					
430-345-4530	WATER SDC	19,150.00	19,150.00	57,450.00	38,300.00	33.3
	TOTAL SDC REVENUE	19,150.00	19,150.00	57,450.00	38,300.00	33.3
	TOTAL FUND REVENUE	19,303.25	19,303.25	58,450.00	39,146.75	33.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>NON-DEPARTMENTAL</u>					
	<u>MATERIALS & SERVICES</u>					
430-490-6128	OTHER CONTRACT SERVICES	.00	.00	102,446.00	102,446.00	.0
	TOTAL MATERIALS & SERVICES	.00	.00	102,446.00	102,446.00	.0
	 TOTAL NON-DEPARTMENTAL	.00	.00	102,446.00	102,446.00	.0
	 <u>OTHER REQUIREMENTS</u>					
	 <u>OTHER REQUIREMENTS</u>					
430-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	284,506.00	284,506.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	284,506.00	284,506.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	284,506.00	284,506.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	386,952.00	386,952.00	.0
	NET REVENUE OVER EXPENDITURES	19,303.25	19,303.25	(328,502.00)	(347,805.25)	5.9

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

SEWER SDC FUND

ASSETS

440-1110	ALLOCATED CASH	18,908.76	
440-1115	CASH IN BANK - LGIP	132,673.08	
	TOTAL ASSETS		151,581.84

LIABILITIES AND EQUITY

FUND EQUITY

440-3100	BEGINNING FUND BALANCE	146,159.38	
	REVENUE OVER EXPENDITURES - YTD	5,422.46	
	BALANCE - CURRENT DATE	5,422.46	
	TOTAL FUND EQUITY		151,581.84
	TOTAL LIABILITIES AND EQUITY		151,581.84

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
440-315-4125	INTEREST EARNED	67.46	67.46	1,000.00	932.54	6.8
	TOTAL INVESTMENT EARNINGS	67.46	67.46	1,000.00	932.54	6.8
	<u>SDC REVENUE</u>					
440-345-4540	SEWER SDC	5,355.00	5,355.00	16,065.00	10,710.00	33.3
	TOTAL SDC REVENUE	5,355.00	5,355.00	16,065.00	10,710.00	33.3
	TOTAL FUND REVENUE	5,422.46	5,422.46	17,065.00	11,642.54	31.8

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

SEWER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>NON-DEPARTMENTAL</u>					
	<u>MATERIALS & SERVICES</u>					
440-490-6128	OTHER CONTRACT SERVICES	.00	.00	53,616.00	53,616.00	.0
	TOTAL MATERIALS & SERVICES	.00	.00	53,616.00	53,616.00	.0
	 TOTAL NON-DEPARTMENTAL	.00	.00	53,616.00	53,616.00	.0
	 <u>OTHER REQUIREMENTS</u>					
	 <u>OTHER REQUIREMENTS</u>					
440-900-9899	UNAPPROPRIATED ENDING BALANCE	.00	.00	109,194.00	109,194.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	109,194.00	109,194.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	109,194.00	109,194.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	162,810.00	162,810.00	.0
	NET REVENUE OVER EXPENDITURES	5,422.46	5,422.46	(145,745.00)	(151,167.46)	3.7

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

STORMWATER SDC FUND

ASSETS

445-1110	ALLOCATED CASH	13,219.62	
445-1115	CASH IN BANK - LGIP	38,141.00	
	TOTAL ASSETS		51,360.62

LIABILITIES AND EQUITY

FUND EQUITY

445-3100	BEGINNING FUND BALANCE	47,976.04	
	REVENUE OVER EXPENDITURES - YTD	3,384.58	
	BALANCE - CURRENT DATE	3,384.58	
	TOTAL FUND EQUITY		51,360.62
	TOTAL LIABILITIES AND EQUITY		51,360.62

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

STORMWATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INVESTMENT EARNINGS</u>					
445-315-4125	INTEREST EARNED	19.58	19.58	635.00	615.42	3.1
	TOTAL INVESTMENT EARNINGS	19.58	19.58	635.00	615.42	3.1
	<u>SDC REVENUE</u>					
445-345-4545	STORM DRAINAGE SDC	3,365.00	3,365.00	10,095.00	6,730.00	33.3
	TOTAL SDC REVENUE	3,365.00	3,365.00	10,095.00	6,730.00	33.3
	TOTAL FUND REVENUE	3,384.58	3,384.58	10,730.00	7,345.42	31.5

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

STORMWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
445-900-9899 UNAPPROPRIATED ENDING BALANCE	.00	.00	59,008.00	59,008.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	59,008.00	59,008.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	59,008.00	59,008.00	.0
TOTAL FUND EXPENDITURES	.00	.00	59,008.00	59,008.00	.0
NET REVENUE OVER EXPENDITURES	3,384.58	3,384.58	(48,278.00)	(51,662.58)	7.0

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

WATER RESERVE FUND

ASSETS

520-1110	ALLOCATED CASH	39,396.17	
	TOTAL ASSETS		39,396.17

LIABILITIES AND EQUITY

FUND EQUITY

520-3100	BEGINNING FUND BALANCE	39,395.13	
	REVENUE OVER EXPENDITURES - YTD	1.04	
	BALANCE - CURRENT DATE	1.04	
	TOTAL FUND EQUITY		39,396.17
	TOTAL LIABILITIES AND EQUITY		39,396.17

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

WATER RESERVE FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>INVESTMENT EARNINGS</u>					
520-315-4125	INTEREST EARNED	1.04	1.04	4.00	2.96	26.0
	TOTAL INVESTMENT EARNINGS	1.04	1.04	4.00	2.96	26.0
	TOTAL FUND REVENUE	1.04	1.04	4.00	2.96	26.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

WATER RESERVE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>OTHER REQUIREMENTS</u>					
	<u>OTHER REQUIREMENTS</u>					
520-900-9892	RESERVED FOR WATER BOND PYMT	.00	.00	39,402.00	39,402.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	39,402.00	39,402.00	.0
	TOTAL OTHER REQUIREMENTS	.00	.00	39,402.00	39,402.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	39,402.00	39,402.00	.0
	NET REVENUE OVER EXPENDITURES	1.04	1.04	(39,398.00)	(39,399.04)	.0

CITY OF LOWELL
BALANCE SHEET
JULY 31, 2021

SEWER RESERVE FUND

ASSETS

521-1110	ALLOCATED CASH	15,751.27	
	TOTAL ASSETS		15,751.27

LIABILITIES AND EQUITY

FUND EQUITY

521-3100	BEGINNING FUND BALANCE	15,750.85	
	REVENUE OVER EXPENDITURES - YTD	.42	
	BALANCE - CURRENT DATE	.42	
	TOTAL FUND EQUITY		15,751.27
	TOTAL LIABILITIES AND EQUITY		15,751.27

CITY OF LOWELL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

SEWER RESERVE FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>INVESTMENT EARNINGS</u>					
521-315-4125	INTEREST EARNED	.42	.42	2.00	1.58	21.0
	TOTAL INVESTMENT EARNINGS	.42	.42	2.00	1.58	21.0
	TOTAL FUND REVENUE	.42	.42	2.00	1.58	21.0

CITY OF LOWELL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2021

SEWER RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER REQUIREMENTS</u>					
<u>OTHER REQUIREMENTS</u>					
521-900-9892 RESERVED FOR SEWER BOND PYMT	.00	.00	15,756.00	15,756.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	15,756.00	15,756.00	.0
TOTAL OTHER REQUIREMENTS	.00	.00	15,756.00	15,756.00	.0
TOTAL FUND EXPENDITURES	.00	.00	15,756.00	15,756.00	.0
NET REVENUE OVER EXPENDITURES	.42	.42	(15,754.00)	(15,754.42)	.0

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
16558						
08/12/2021	16558	ATEZ INC.	110-440-8225	Buildings & Facilities	Asbestos removal 205 E Main	7,358.00
Total 16558:						7,358.00
16559						
08/12/2021	16559	Cascade Columbia	240-490-6750	Chemicals & Lab Supplies	3 Drums of Hypo and 1Thiosulfate Sewer	871.00
Total 16559:						871.00
16560						
08/12/2021	16560	Caselle	110-410-6122	IT Services	Contract Support and Maintenance	234.35
08/12/2021	16560	Caselle	110-420-6122	IT Services	Contract Support and Maintenance	78.60
08/12/2021	16560	Caselle	110-440-6122	IT Services	Contract Support and Maintenance	17.50
08/12/2021	16560	Caselle	110-450-6122	IT Services	Contract Support and Maintenance	50.65
08/12/2021	16560	Caselle	220-490-6122	IT Services	Contract Support and Maintenance	23.70
08/12/2021	16560	Caselle	230-490-6122	IT Services	Contract Support and Maintenance	374.13
08/12/2021	16560	Caselle	240-490-6122	IT Services	Contract Support and Maintenance	374.13
08/12/2021	16560	Caselle	312-490-6122	IT Services	Contract Support and Maintenance	81.55
08/12/2021	16560	Caselle	314-490-6122	IT Services	Contract Support and Maintenance	12.40
Total 16560:						1,247.01
16561						
08/12/2021	16561	Century Link	110-410-6440	Telephone Services	Telephone Service	126.23
08/12/2021	16561	Century Link	110-450-6440	Telephone Services	Telephone Service	32.32
08/12/2021	16561	Century Link	220-490-6440	Telephone Services	Telephone Service	17.62
08/12/2021	16561	Century Link	230-490-6435	Internet Services	Internet Service	75.00
08/12/2021	16561	Century Link	230-490-6440	Telephone Services	Telephone Service	139.50
08/12/2021	16561	Century Link	240-490-6440	Telephone Services	Telephone Service	164.12
Total 16561:						554.79
16562						
08/12/2021	16562	City of Lowell	110-410-6420	Water Services	Water Service	483.37
08/12/2021	16562	City of Lowell	110-410-6425	Sewer Services	Sewer Service	191.82
08/12/2021	16562	City of Lowell	230-490-6420	Water Services	Water Service	60.79
08/12/2021	16562	City of Lowell	230-490-6425	Sewer Services	Sewer Service	63.94
08/12/2021	16562	City of Lowell	110-420-6420	Water Services	Water Service	46.27
08/12/2021	16562	City of Lowell	110-420-6425	Sewer Services	Sewer Service	63.94
08/12/2021	16562	City of Lowell	240-490-6420	Water Services	Water Service	28.76
08/12/2021	16562	City of Lowell	240-490-6425	Sewer Services	Sewer Service	63.94
08/12/2021	16562	City of Lowell	110-410-6420	Water Services	Water Service	26.61
08/12/2021	16562	City of Lowell	110-450-6420	Water Services	Water Service	10.24
08/12/2021	16562	City of Lowell	220-490-6420	Water Services	Water Service	4.09
08/12/2021	16562	City of Lowell	110-410-6425	Sewer Services	Sewer Service	41.56
08/12/2021	16562	City of Lowell	110-450-6425	Sewer Services	Sewer Service	15.99
08/12/2021	16562	City of Lowell	220-490-6425	Sewer Services	Sewer Service	6.39
08/12/2021	16562	City of Lowell	240-490-6420	Water Services	Water Service	378.06
08/12/2021	16562	City of Lowell	240-490-6425	Sewer Services	Sewer Service	511.52
08/12/2021	16562	City of Lowell	110-420-6420	Water Services	Water Service	629.37
08/12/2021	16562	City of Lowell	110-420-6420	Water Services	Water Service	29.40
08/12/2021	16562	City of Lowell	110-420-6425	Sewer Services	Sewer Service	63.94

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
08/12/2021	16562	City of Lowell	240-490-6760	Water/Sewer Franchise Fe	Sewer Service	1,703.99
Total 16562:						4,423.99
16563						
08/12/2021	16563	City of Lowell	230-490-6760	Water/Sewer Franchise Fe	Water Franchise fees	1,715.46
Total 16563:						1,715.46
16564						
08/12/2021	16564	Civil West Engineering Ser	312-490-6116	Engineering Services	Engineering Service Stormwater	80.00
08/12/2021	16564	Civil West Engineering Ser	110-440-6116	Engineering Services	Development review -Sunset Hills	2,461.50
08/12/2021	16564	Civil West Engineering Ser	110-420-8520	Parks Improvements	Engineering Service Rolling Rock Park	57.00
08/12/2021	16564	Civil West Engineering Ser	440-490-6128	Other Contract Services	Waste Water Master Plan	11,481.49
08/12/2021	16564	Civil West Engineering Ser	230-490-6116	Engineering Services	Water Treatment Plant Tracer Study	134.00
08/12/2021	16564	Civil West Engineering Ser	430-490-6128	Other Contract Services	Water Master Plan	14,095.38
Total 16564:						28,309.37
16565						
08/12/2021	16565	Ferguson	240-490-6324	Equipment Repair & Maint	Pump Parts for Sewer Plant	318.85
Total 16565:						318.85
16566						
08/12/2021	16566	George Wild	314-490-6852	Car Show Exp	car show gift bag	225.00
08/12/2021	16566	George Wild	314-490-6852	Car Show Exp	car show signage	6.99
08/12/2021	16566	George Wild	314-490-6852	Car Show Exp	car show gift bag prize	11.97
08/12/2021	16566	George Wild	314-490-6852	Car Show Exp	wasp spray	7.19
Total 16566:						251.15
16567						
08/12/2021	16567	Grainger	110-420-6234	General Supplies	Urinal screen and Broom Handle	71.47
Total 16567:						71.47
16568						
08/12/2021	16568	Hunter Communications	110-410-6435	Internet Services	Internet Services	120.21
08/12/2021	16568	Hunter Communications	110-450-6435	Internet Services	Internet Service	46.24
08/12/2021	16568	Hunter Communications	220-490-6435	Internet Services	Internet Service	18.49
Total 16568:						184.94
16569						
08/12/2021	16569	J & K Electrical LLC	240-490-6320	Building Repair & Maintena	Lights at water plant	180.00
Total 16569:						180.00
16570						
08/12/2021	16570	Lane Council of Governme	110-440-6522	Land Use & Development	General Planning	977.04
08/12/2021	16570	Lane Council of Governme	110-440-6522	Land Use & Development	Planning Service Applications	4,367.09
Total 16570:						5,344.13
16571						
08/12/2021	16571	LiftOff LLC	110-410-6122	IT Services	Office 365	756.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
08/12/2021	16571	LiftOff LLC	110-450-6122	IT Services	Office 365	181.44
08/12/2021	16571	LiftOff LLC	220-490-6122	IT Services	Office 365	272.16
08/12/2021	16571	LiftOff LLC	230-490-6122	IT Services	Office 365	756.00
08/12/2021	16571	LiftOff LLC	240-490-6122	IT Services	Office 365	756.00
08/12/2021	16571	LiftOff LLC	312-490-6122	IT Services	Office 365	302.40
Total 16571:						3,024.00
16572						
08/12/2021	16572	Northwest Code Profession	220-490-6150	Building Inspection Service	Building Permit Cost	10,647.60
08/12/2021	16572	Northwest Code Profession	220-490-6152	Electrical Inspection Servic	Electrical Permit Cost	1,473.75
Total 16572:						12,121.35
16573						
08/12/2021	16573	Oregon Dept of Revenue	110-480-6560	State Assessments	Criminal Fine Account - 928	90.00
Total 16573:						90.00
16574						
08/12/2021	16574	Owens Pump & Equipment	240-700-8550	Sewer Systems	Barnes submersible pump	11,117.93
08/12/2021	16574	Owens Pump & Equipment	240-700-8550	Sewer Systems	Submersible solids pump	12,259.38
Total 16574:						23,377.31
16575						
08/12/2021	16575	Pleasant Hill Feed & Farm	110-420-6234	General Supplies	Parks - Crossbow	159.00
Total 16575:						159.00
16576						
08/12/2021	16576	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Sewer Analysis	225.00
08/12/2021	16576	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Sewer Analysis	225.00
08/12/2021	16576	Renewable Resource Grou	240-490-6755	Water/Sewer Analysis	Sewer Analysis	39.60
08/12/2021	16576	Renewable Resource Grou	230-490-6755	Water/Sewer Analysis	Water Analysis	54.00
Total 16576:						543.60
16577						
08/12/2021	16577	Sanders, Tim	240-490-6128	Other Contract Services	monthly DRC fee	300.00
Total 16577:						300.00
16578						
08/12/2021	16578	Southside Bank	110-800-7510	Loan Interest	Main Street Property - Interest	667.28
Total 16578:						667.28
16579						
08/12/2021	16579	U.S. Equipment Finance	110-410-6124	Copier Contract	Copier Contract	147.98
Total 16579:						147.98
16580						
08/12/2021	16580	Verizon Wireless	110-410-6440	Telephone Services	Cell Phone, tablet	79.75
08/12/2021	16580	Verizon Wireless	230-490-6440	Telephone Services	Cell Phone, tablet	108.15
08/12/2021	16580	Verizon Wireless	240-490-6440	Telephone Services	Cell Phone	68.41

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Description	Check Amount
Total 16580:						256.31
16581						
08/12/2021	16581	Wilson Architecture	110-450-8225	Buildings & Facilities	Library Renovation Project	5,491.52
Total 16581:						5,491.52
16582						
08/17/2021	16582	CenturyLink Business Serv	110-410-6440	Telephone Services	Telephone Service	2.88
Total 16582:						2.88
16583						
08/17/2021	16583	City of Oakridge	110-430-6118	Police Services	Police Service	2,534.60
Total 16583:						2,534.60
16584						
08/17/2021	16584	Lowell Mini Storage	314-490-6705	Rent	Storage Rental Unit #L029	80.00
Total 16584:						80.00
16585						
08/17/2021	16585	Nichols, Layli	110-410-6114	Financial Services	Consulting Services	351.75
08/17/2021	16585	Nichols, Layli	312-490-6114	Financial Services	Consulting Services	117.25
08/17/2021	16585	Nichols, Layli	230-490-6114	Financial Services	Consulting Services	351.75
08/17/2021	16585	Nichols, Layli	240-490-6114	Financial Services	Consulting Services	351.75
Total 16585:						1,172.50
16586						
08/17/2021	16586	Pacific Office Automation In	110-410-6128	Other Contract Services	postage machine	39.33
08/17/2021	16586	Pacific Office Automation In	230-490-6128	Other Contract Services	postage machine	78.65
08/17/2021	16586	Pacific Office Automation In	240-490-6128	Other Contract Services	postage machine	78.65
Total 16586:						196.63
16587						
08/17/2021	16587	Staples Credit Plan	110-410-6230	Office Supplies/Equipment	Office Supplies	79.47
Total 16587:						79.47
Grand Totals:						101,074.59

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	.00	28,181.71-	28,181.71-
110-410-6114	351.75	.00	351.75
110-410-6122	990.35	.00	990.35
110-410-6124	147.98	.00	147.98
110-410-6128	39.33	.00	39.33
110-410-6230	79.47	.00	79.47

GL Account	Debit	Credit	Proof
110-410-6420	509.98	.00	509.98
110-410-6425	233.38	.00	233.38
110-410-6435	120.21	.00	120.21
110-410-6440	208.86	.00	208.86
110-420-6122	78.60	.00	78.60
110-420-6234	230.47	.00	230.47
110-420-6420	705.04	.00	705.04
110-420-6425	127.88	.00	127.88
110-420-8520	57.00	.00	57.00
110-430-6118	2,534.60	.00	2,534.60
110-440-6116	2,461.50	.00	2,461.50
110-440-6122	17.50	.00	17.50
110-440-6522	5,344.13	.00	5,344.13
110-440-8225	7,358.00	.00	7,358.00
110-450-6122	232.09	.00	232.09
110-450-6420	10.24	.00	10.24
110-450-6425	15.99	.00	15.99
110-450-6435	46.24	.00	46.24
110-450-6440	32.32	.00	32.32
110-450-8225	5,491.52	.00	5,491.52
110-480-6560	90.00	.00	90.00
110-800-7510	667.28	.00	667.28
220-2125	.00	12,463.80-	12,463.80-
220-490-6122	295.86	.00	295.86
220-490-6150	10,647.60	.00	10,647.60
220-490-6152	1,473.75	.00	1,473.75
220-490-6420	4.09	.00	4.09
220-490-6425	6.39	.00	6.39
220-490-6435	18.49	.00	18.49
220-490-6440	17.62	.00	17.62
230-2125	.00	3,911.37-	3,911.37-
230-490-6114	351.75	.00	351.75
230-490-6116	134.00	.00	134.00
230-490-6122	1,130.13	.00	1,130.13
230-490-6128	78.65	.00	78.65
230-490-6420	60.79	.00	60.79
230-490-6425	63.94	.00	63.94
230-490-6435	75.00	.00	75.00
230-490-6440	247.65	.00	247.65
230-490-6755	54.00	.00	54.00
230-490-6760	1,715.46	.00	1,715.46
240-2125	.00	30,016.09-	30,016.09-
240-490-6114	351.75	.00	351.75
240-490-6122	1,130.13	.00	1,130.13
240-490-6128	378.65	.00	378.65
240-490-6320	180.00	.00	180.00
240-490-6324	318.85	.00	318.85
240-490-6420	406.82	.00	406.82
240-490-6425	575.46	.00	575.46
240-490-6440	232.53	.00	232.53
240-490-6750	871.00	.00	871.00
240-490-6755	489.60	.00	489.60
240-490-6760	1,703.99	.00	1,703.99
240-700-8550	23,377.31	.00	23,377.31
312-2125	.00	581.20-	581.20-
312-490-6114	117.25	.00	117.25
312-490-6116	80.00	.00	80.00
312-490-6122	383.95	.00	383.95

GL Account	Debit	Credit	Proof
314-2125	.00	343.55-	343.55-
314-490-6122	12.40	.00	12.40
314-490-6705	80.00	.00	80.00
314-490-6852	251.15	.00	251.15
430-2125	.00	14,095.38-	14,095.38-
430-490-6128	14,095.38	.00	14,095.38
440-2125	.00	11,481.49-	11,481.49-
440-490-6128	11,481.49	.00	11,481.49
Grand Totals:	<u>101,074.59</u>	<u>101,074.59-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

City of Lowell, Oregon
Minutes of the City Council Work Session
August 12, 2021
Maggie Osgood Library

The Work Session was called to order at 6:02 PM by Mayor Bennett.

Members Present: Mayor Bennett, Gail Harris, Tim Stratis, John Myers

Staff Present: CA Jeremy Caudle, Max Baker - Public Works Director Max Baker, City Clerk Samantha Dragt

Library Committee Member: Cathy Trimble, Monica Thompson

Library Volunteer: Lori Ann Kernutt was absent

Work Session Topic(s)

Follow up from the July 1 visioning workshop and presentation of design options.

Facilitator: Curt Wilson, Wilson Architecture. Discussion followed.

Adjourn: 8:16 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jeremy Caudle, City Recorder

Date

City of Lowell, Oregon
Minutes of the City Council Regular Session & Executive Session
August 17, 2021

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

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, John Myers

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

Consent Agenda: Councilor Myers moved to approve the Consent Agenda as presented, second by Councilor Harris. **PASS 4:0**

Public Comments: None

Council Comments: Mayor Bennett commented that he was in support of the Library option 1B

City Administrator Report: CA Caudle presented a report which included Library project financing options, Park renovation update, Council recruitment, planning committee meeting, Special event permit approved for a free concert in the park, E Main Street property update. Mask mandate status report

Police Report: July report provided in packet.

Old Business:

- **Motion to approve a “Professional Consultant Agreement” with Historical Research Associates, Inc. in an amount not to exceed \$10,139 and to authorize the City Administrator to sign. Councilor Stratis moved to approve, second by Councilor Myers. PASS 4:0**
- **Motion to approve Estimate #8310 from Graham Landscape and Design, LLC in the amount not to exceed \$5,769.80 and to authorize the City Administrator to sign. Councilor Harris moved to approve, second by Councilor Myers. PASS 4:0**

New Business:

- **Motion to appoint Public Works Director Max Baker as City Administrator pro tempore during the City Administrator’s temporary absence from the State of Oregon due to scheduled vacation, pursuant to Chapter VII of the City of Lowell Charter. Councilor Myers moved to approve second by Councilor Stratis. PASS 4:0**
- **Motion to appoint Michael J. Galvin to the City of Lowell Planning Commission. Councilor Stratis moved to approve, second by Councilor Myers. PASS 4:0**
- **Motion to approve an “Exclusive Authorization of Sale” agreement with Campbell Commercial Real Estate for the sale of 8 N. Hyland Lane and to authorize the City Administrator to sign- CA presented item. Councilor Stratis moved to approve, second by Councilor Harris. PASS 4:0**

Mayor Comments: None

Councilor Comments: None

Community Comments: Hall O'Regan 62 E 3rd made comments in reference to the improvements in Paul Fisher Park. Support offered by Patty Jo Angelini 239 S Pioneer

Adjourn Regular Session: 7:50 PM

The **Executive Session** was called to order at 7:59 PM by Mayor Bennett.

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, John Myers

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

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

Adjourn the Executive Session: 8:30 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jeremy Caudle, City Recorder

Date

**City of Lowell, Oregon
Minutes of the City Council Work Session, Special Meeting, & Executive Session
September 7, 2021**

Work Session:

The Work Session was called to order at 6:59 PM by Mayor Bennett.

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, John Myers

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

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

Recess Work Session: 7:48 PM

Special Meeting:

The Special Meeting was called to order at 7:48 PM by Mayor Bennett

- 1. Consideration of applications submitted for vacant City Councilor Position 3.**
 - a. Applicant #1 – William Dennis Priser**
 - b. Applicant #2 – Maureen M. Weathers**
 - City Council Appointment – Councilor Stratis moved to appoint Maureen Weathers to the City Council Position 3, pursuant to Chapter 7 of the City of Lowell Charter, second by Councilor Myers. PASS 4:0**
 - City Councilor Maureen Weathers was sworn into the position 3 by the City Administrator Caudle**

Special Meeting Adjourn: 8:06 PM by Mayor Bennett

The Executive Session was called to order at 8:10 PM by Mayor Bennett.

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

Staff Present: CA Jeremy Caudle

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

Adjourn the Executive Session: 9:21 PM

Approved: _____
Don Bennett, Mayor

Date

Attest: _____
Jeremy Caudle, City Recorder

Date



City Administrator's Office
P.O. Box 490 Lowell, OR 97452
Phone: 541-359-8768
Email: jcaudle@ci.lowell.or.us

To: Mayor Bennett and City Council
From: Jeremy Caudle, City Administrator
Date: Friday, September 17, 2021
Re: Administrator's report for September

MEMO

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

Utility assistance program. In July, the City advertised the "Utility Assistance Program" through Facebook and a flier in monthly utility bills. This was pursuant to City Council direction to publicize the program and encourage eligible customers to sign up. Since then, the City has approved 6 new customers for the "Utility Assistance Program" for a total of 10 customers who are enrolled. As of this report, 2 additional applications are pending approval once proof of income information is submitted.

Library renovation project. Per City Council direction, I have scheduled a town hall meeting on Monday, September 27 to provide an update to the community on the library and City Hall construction project. The meeting will take place at the 70 N. Pioneer St. building. The City's architect will be there to make a presentation at 6:00 pm. At 5:00 pm, information on the project will be available for the public to view. On Monday, September 13, I mailed information on the town hall to all utility customers. Included in the mailing is a survey, which City Council directed me to prepare. Survey responses are due October 1. My plan is to compile the survey responses in time for your October 5 meeting. That way, you'll have feedback from the surveys and town hall to consider prior to you voting on an option. I recommend that you vote on an option at the October 5 meeting so we can move on to the next phase of the project. The next phase includes preparing construction documents, as well as obtaining the loan needed to finance the project.

Park renovation projects. The archaeological study is underway. Our archaeological contractors, Historical Research Associates, submitted their permit request to the Oregon State Historic Preservation Office (SHPO). Our contractor informed me that it usually takes a week to receive an acknowledgement from the SHPO. In their acknowledgement, the SHPO will give an anticipated issue date for the permit. Historical Research Associates said that they would let me know once they hear back from the SHPO.

E. Main Street Property. The City has received two offers on the property. Pursuant to state law, a public hearing on the sale of the property is scheduled at the September 21 regular meeting. After the public hearing, City Council may vote to accept one of the offers.

Committee meetings. The Planning Commission is meeting on September 22 to consider 2 applications for conditional use permits. The first application is requesting a home-based business to operate a part-time exercise studio. The second application is from the school district requesting permission to build a community parking lot on a property zoned residential.



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: August 21, 2021
SUBJECT: Public Works Report

Streets and Parks

Installation of the new storm drain inlets on D Street is now complete.

The men's restroom at Paul Fisher Park is closed due to vandalism. Staff is waiting on a quote from plumber to replace toilet. This is the second time this year the toilet has been destroyed.

Water Treatment Plant/Distribution

The City is selling water to the fire crew on the Middle Fork Complex.

All blue-green algae samples have been non-detects.

Staff is still waiting on parts and materials to fix 3 water leaks in Distribution System.

Wastewater Treatment Plant/Collections

Civil West performed smoke testing of the entire Collections System last week.

The City is accepting Gray Water from the fire crew on the Middle Fork Complex.

One of the new RAS pumps is installed and running great. Waiting on parts and materials to complete installation of the second RAS pump.

Staff is working on Annual Maintenance and inspection to prepare for wet weather flows.

Agenda Item Sheet

City of Lowell City Council

Type of item:	Contract
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Item title/recommended action:

Motion to approve a "Task Outline and Fee Estimate for Landscape Architecture Services" with Dougherty Landscape Architect in the amount not to exceed \$45,300, and to authorize the City Administrator to sign.

Justification or background:

At City Council's August 3 work session, I provided a draft scope of work for landscape architecture service for the Rolling Rock Park improvements project. The attached scope of work is the same document, with a few edits, from Dougherty Landscape Architects (DLA). The City Council selected DLA in October 15, 2019 to work on this project. The scope of work includes design, construction document preparation, and bid and construction administration. It does not include civil engineering fees, which would be handled through a separate engineering agreement. The City Administrator is recommending approval of the scope of work so we can proceed to the design phase and cost estimating phase of the project.

Department or Council sponsor:

Parks

Attachments:

Task Outline and Fee Estimate for Landscape Architecture Services

Meeting date:	09/21/2021
----------------------	------------

Date: 23 July 2021

To: Jeremy Caudle, City Administrator
City of Lowell

Re: **Rolling Rock Park Expansion and Improvements**, Lowell, OR
Task Outline and Fee Estimate for Landscape Architecture Services

Dear Jeremy,

We look forward to continuing the design and planning for the Rolling Rock Park Expansion and Improvements. Our scope of services includes Design Development and Construction Documentation, Bidding and Construction Administration. Per our site meeting this includes: the concrete paths, the playground area, grading, planting and irrigation documentation for the area delineated on the attached plan. This scope of work does not include civil engineering. Should this service be needed, we assume Civil West Engineering can provide within their contract with the city. The services and products below are based upon our discussions and the approach that has been outlined.

Fee Estimate and Task Outline

Phase		Description	Hours	
I.	Design Development Phase		David	Staff
	•	Prepare Base Plans on AutoCAD . This will be a combination of new survey information and previous design documents.	0	12
	•	Revise pathway design per our site walk through and in response to survey information.	2	4
	•	Prepare sketch options for playground.	8	6
	•	Prepare options for shade structure.	6	8
	•	Assume (4) joint design review meetings with city council and parks committee during the design development phase. The purpose will be to refine project scope and review cost estimates prior to construction. DLA to prepare for and help facilitate meetings.	16	5
	•	Prepare and submit final site plan with all preferred options.	5	8
	•	Prepare Cost Estimate and Value engineer if needed.	3	8
		Total Hours for Design Development Phase	40	51
		Estimated Fees for Design Development Phase	\$10,300	
II.	Construction Documentation Phase (preliminary list of products and services)			
	•	Illustrative Master Plan / Cover Sheet	1	4
	•	Site Demolition and Preparation Plan	1	8
	•	Grading and Drainage Plan (civil engineering by Civil West)	12	12
	•	Playground and Shade Structure Design and Documentation	8	30
	•	Site Plan with Layout and Detail References	4	24
	•	Construction Details	8	20
	•	Irrigation Plan and Details	1	28
	•	Planting Plan and Details	4	24
	•	Stormwater planting design and coordination	2	8
	•	Project Manual and Specifications (as coordinated with City and Civil West)	20	12
	•	Attend 75% completion review meeting.	4	0
	•	Coordinate consultant drawings and assemble final package. Submit to City for Building Permit and Bidding Purposes	1	8
		Total Hours for Construction Documentation	66	178
		Estimated Fee for Construction Documentation	\$26,380	

III.	Bid and Construction Administration Phase		
	• Attend and Facilitate pre-bid meeting	6	4
	• Coordinate with design team and prepare addenda as needed during bid period.	0	4
	• Process submittals as needed.	0	4
	• Prepare for and attend pre-construction meeting	4	4
	• Conduct all specified inspections including landscape grading, planting, irrigation, substantial completion and final completion including reports and documentation as needed. (Assume 8 visits)	12	28
	• Process change orders as needed.	0	4
	• Prepare and coordinate "As Built" drawings.	0	4
	Total Hours for Bid and Construction Administration	22	52
	Estimated Fee for Bid and Construction Administration Phase	\$8,060	
	Total Estimate Hours for All Phases	128	281
	Estimated LA Design Fees for All Phases	\$44,740	
	<i>Estimated Reimbursable Expenses</i>	\$560	
	Electrical / Lighting Engineering Fees (Not Included, TBD)		
	Total Project Fees For Base Services (not to exceed)	\$45,300	

Optional Services

• Design and Document improvements for area north of park expansion area. See attached diagram for scope. This includes concrete amphitheater seating (or approved options), grading, irrigation for the core area, possible walkway improvements and landscaping. Design process would be same as is listed above.	\$12,000
• Additional Meetings not listed in base services above.	\$600/each

Notes:

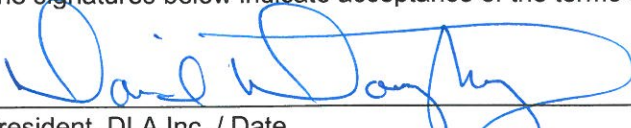
- 1 Fees will be billed monthly on an hourly basis and will not exceed the totals indicated.
- 2 Above mentioned design fees are for scope of work as indicated and shown on original site plan. Additional scope of work would be performed at the hourly rates.
- 3 Reimbursable expenses i.e. printing, postage and materials will be billed on an at cost basis. Travel is billed per mile at the standard rate.
- 4 Fees do not include wetland fill applications or related documentation.
- 5 Fees do not include civil engineering. This service will be provided as needed by Civil West and contracted directly with the city.

Jeremy, thanks again for this opportunity to work with you. Please contact me should you have any questions or would like to adjust this approach or scope of work. We look forward to beginning this project upon your authority to proceed.

Respectfully Submitted,

David J. Dougherty, ASLA
Principal

The signatures below indicate acceptance of the terms of the fee proposal indicated herein:

 9/7/2021
President, DLA Inc. / Date

Owner's Representative / Date

Agenda Item Sheet

City of Lowell City Council

Type of item:	Procurement
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Item title/recommended action:

Motion to approve sales order #TDLQ38310 and #TDLQ38311 in the amount not to exceed \$8,000 with Temple Display, Ltd., and to authorize the City Administrator to sign.

Justification or background:

<p>The adopted 21/22 budget includes an appropriation for holiday decorations. Member of City Council, along with the Parks Committee, selected decorations, including: festive banners; lighted snowflakes to hang on light poles; and a lighted garland. The decorations would be located in the entryway to the City, in and around Rolling Rock Park. Quotes including the items to be ordered are attached. Pages from the catalogue showing items to be ordered are also included. The item numbers are on the quotes, so you can match the item order from the quote to the items in the catalogue to see what we are ordering. The cost of the decorations meets the purchasing threshold requiring City Council approval. The actual cost of shipping is estimated in the quotes, and the real shipping cost will be provided once the order is placed. For that reason, staff are rounding up the total cost to an amount not to exceed \$8,000.</p>
--

Department or Council sponsor:

Parks

Attachments:

Sales orders TDLQ38310 and TDLQ38311; pages from catalogue with item numbers showing items to be ordered.

Meeting date:	09/21/2021
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Temple Display, Ltd.
114-C Kirkland Circle
Oswego, IL 60543
Phone 630-851-3331
Fax 630-851-4144

SALES ORDER

Sales Order # TDLQ38310
Date 9/13/2021
Sales Rep. Sandy

Sold To:

Lowell, City of
Samantha Dragt
107 E 3rd St
PO Box 490
Lowell, OR 97452

Ship To:

Lowell, City of
Samantha Dragt
107 E 3rd St
Lowell, OR 97452

Best Way / ASAP

P.O.#	Qty	Part No.	Description	Unit Price	Ext. Price
	8	PWW-107-LED	3' Silhouette Star Snowflake, 72 C-7 LED Lamps, 20 lbs Qty 4- Cool White and Blue lamps Qty 4- Cool White and Red lamps	\$582.00	\$4,656.00
	1	OH-506-LED	Economy Skyline, 40', 44 C-9 Cool White LED Lamps, 44lbs	\$652.00	\$652.00

6 Year Warranty on all Holiday Decor
Hanging Hardware Included
3 Year Warranty on all LED lamps

All Decor Proudly made in U.S.A.

** Freight estimates when requested are for informational purposes only. Actual freight charges will be calculated based on market rates at the time of delivery.

SubTotal	\$5,308.00
Sales Tax	\$0.00
Estimated Shipping Charges	\$677.54
Total	\$5,985.54

Authorized Signature _____ Samantha Dragt

All Holiday Decorations are Copyrighted and cannot be duplicated.

Claims must be made within 5 days of receipt of goods. This order subject to acceptance from home office. Sales tax where applicable. Interest charges applicable on overdue accounts. Cancellations subject to sellers consent. FOB Factory.

Returns will not be accepted after 30 days from receipt of merchandise. Credit on account minus a restocking charge will be made upon inspection of returned goods.



Temple Display, Ltd.
114-C Kirkland Circle
Oswego, IL 60543
Phone 630-851-3331
Fax 630-851-4144

SALES ORDER

Sales Order # TDLQ38311
Date 9/13/2021
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Lowell, OR 97452

Ship To:

Lowell, City of
Samantha Dragt
107 E 3rd St
Lowell, OR 97452

Best Way / ASAP

P.O.#	Ship Via/Date:	Terms:	NET 30	Shipping:	Prepay & Add
Qty	Part No.	Description	Unit Price	Ext. Price	
2	922522	30"x60" Screen Printed Banner, Red Seasons Greeting w/Holly, Personalization is "Lowell"	\$114.00	\$228.00	
2	012546	30"x60" Screen Printed Banner, Green Seasons Greeting w/Bells. Personalization is "Lowell"	\$114.00	\$228.00	
1		Personalization Charge	\$115.00	\$115.00	
4	102558	30"x60" Screen Printed Welcome Banner, Blue w/Snowflakes.	\$99.00	\$396.00	

Freight and UPS estimates when requested are for informational purposes only. Actual freight and UPS charges will be calculated based on market rates at the time of delivery.

SubTotal	\$967.00
Sales Tax	\$0.00
Estimated Shipping Charges	\$49.26
Total	\$1,016.26

Authorized Signature _____ Samantha Dragt

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Claims must be made within 5 days of receipt of goods. This order subject to acceptance from home office. Sales tax where applicable. Interest charges applicable on overdue accounts. Cancellations subject to sellers consent. FOB Factory.

Returns will not be accepted after 30 days from receipt of merchandise. Credit on account minus a restocking charge will be made upon inspection of returned goods.

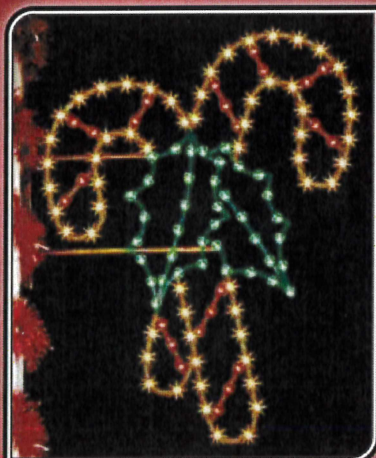
Visit our website at www.templedisplay.com – you'll find more great products.

**Lollipop**

Item	Size	Lamps	Weight	Price	w/LED
PMCT-109	4'x8'	115, C-7	29 lbs.	\$724	\$1,023



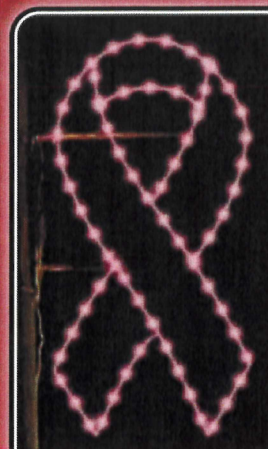
Scan this to see a quick video on how to install our Pole Decorations!

**Holly n' Canes**

Item	Size	Lamps	Weight	Price	w/LED
PMCT-74	5'x6½'	136, C-7	30 lbs.	\$861	\$1,165

**Menorah**

Item	Size	Lamps	Weight	Price	w/LED
PMRC-34	5'x5½'	134, C-7	36 lbs.	\$1,263	\$1,561

**Awareness Ribbon**

Item	Size	Lamps	Weight	Price	w/LED
PMLF-151	3'x5½'	72, C-7	22 lbs.	\$494	\$622

Alpine Snowflake

Item	Size	Lamps	Weight	Price	w/LED
PWW-108	3'	42, C-7	15 lbs.	\$359	\$424

**Arctic Snowflake**

Item	Size	Lamps	Weight	Price	w/LED
PWW-561	5'x5'	130, C7	29 lbs.	\$893	\$1,090
PWW-560	6'x6'	152, C7	34 lbs.	\$991	\$1,240

**Silhouette Star Snowflake**

Item	Size	Lamps	Weight	Price	w/LED
PWW-107	3'x3'	72, C7	20 lbs.	\$464	\$582
P-203S	4'x4'	89, C7	29 lbs.	\$503	\$640
P-204S	5'x5'	110, C7	31 lbs.	\$633	\$801
P-205S	6'x6'	122, C7	33 lbs.	\$672	\$859

Call us at **1-800-722-2501** 33

Skylines

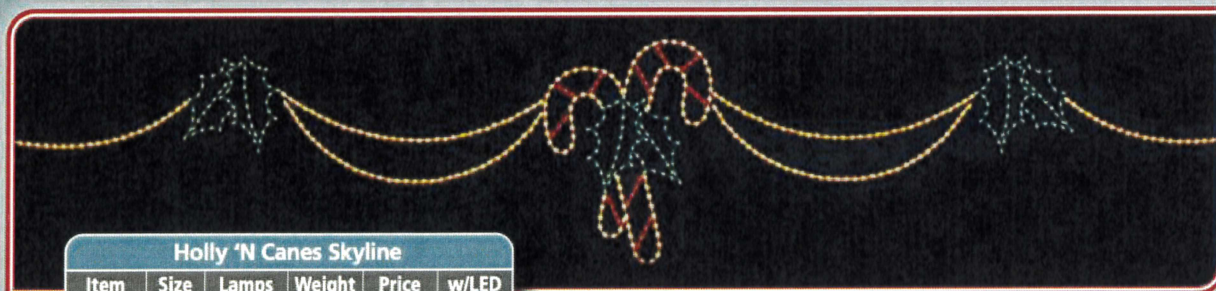
Economy Skyline

Item	Size	Lamps	Weight	Price	w/LED
OH-506	40'	44, C-9	44 lbs.	\$547	\$652



Holly 'N Canes Skyline

Item	Size	Lamps	Weight	Price	w/LED
OH-752	40'	410, C-7	120 lbs.	\$3,218	\$4,189



Candle Wreath Skyline

Item	Size	Lamps	Weight	Price	w/LED
OH-518	40'	222, C-7	125 lbs.	\$2,044	\$2,558



BEST SELLER

Reindeer Wreath Skyline

Item	Size	Lamps	Weight	Price	w/LED
OH-508	8'x40'	172, C-7	145 lbs.	\$2,961	\$3,363



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DID YOU KNOW? Skylines can be built for many placements, not just for hanging!

Winter & Holiday Season

Screen Print Marine Acrylic



911514



072556



102558



102559



052550



092557



994536



961525



072555



962517



922502



963501



052552



912511



002544



002543



012546



922522

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Visit our website! www.templedisplay.com