

Lowell City Council
Regular Meeting Agenda
Tuesday, May 19, 2026, at 7:00 P.M.
Lowell Rural Fire Protection District Fire Station 1
389 North Pioneer Street, Lowell, OR 97452

1. Call to Order/Roll Call/Pledge

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

2. Approval of Agenda

3. 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.

- a. Financial Reports March 2026
- b. Check Register April 2026
- c. Leave Report April 2026
- d. Meeting minutes
 - I. April 21, 2026, Regular Meeting Minutes

4. 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.

5. Staff Reports:

- a. City Administrator Report
- b. Library Report
- c. April 2026 Lane County Call Log

6. Presentations: None

7. Old Business:

- a. Resolution 876, "A Resolution Adopting the City of Lowell's 5-year Strategic Plan"- Discussion, Possible Action

8. New Business:

- a. Resolution 878, "A Resolution Adopting Fiscal Year 2026-2027 City Council Goals" - Discussion, Possible Action

9. Other Business:

10. Adjourn

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

Future Meetings / Dates to Remember:

- 5/20 Budget Committee Meeting 6PM, LRFDP Community Room
- 5/27 Budget Committee Meeting 6PM, LRFDP Community Room
- 6/2 Lowell City Council Work Session 7PM, LRFDP Community Room
- 6/4 Parks and Recreation Committee Meeting 7 PM, LRFDP Community Room
- 6/9 Blackberry Jam Committee Meeting 6 PM, LRFDP Community Room
- 6/10 Library Committee Meeting 7PM, Maggie Osgood Community Room
- 6/16 Lowell City Council Regular Meeting 7 PM, LRFDP Community Room

Council Goals

- 1 Organizational Excellence:** *Foster a transparent, nimble organization of employees challenged to provide high quality, responsive, and innovative services efficiently and effectively*
 - 1.1 Hire A Permanent City Administrator - Completed**
 - 1.2 Hire a Volunteer Outreach Coordinator – Future Work Session Topic**
- 2 Fiscal Responsibility:** *Provide accurate, dependable financial records and promote effective and efficient use of resources by employing sound budgeting practices, prioritizing spending and managing program activities*
 - 2.1 Sell Former City Hall – In Progress**
 - 2.2 Create/ Update Surplus Property Inventory - Future Work Session Topic**
 - 2.3 Seek Funding Opportunities – On-Going**
 - 2.4 Equipment for In-House Operations – Completed**
 - 2.5 Maintain Ending Balances and Reserves – Completed**
- 3 Dependable Infrastructure:** *Provide safe, clean, well maintained and dependable infrastructure*
 - 3.1 Pioneer/ East Main Street Safety Improvements – In Progress Grant opens March 2026**
 - 3.2 Master Plan Updates – In Progress**
 - 3.3 SDC Updates – Completed**
 - 3.4 Rate Study – Budgeted for FY 26-27**
- 4 Sustainable Development:** *Development that meets current needs without compromising future needs while balancing economic, social and environmental considerations*
 - 4.1 Buildable Land Inventory – Not Started**
 - 4.2 Land Use Code Updates – Completed**
- 5 Exceptional Quality of Life:** *Provide a safe and healthy, welcoming atmosphere, including recreational opportunities*
 - 5.1 Code Enforcement – In Progress, on-going**
 - 5.2 Caboose Repairs – In Progress**
 - 5.3 Permanent Christmas Trees – Agenda Item for June Parks Meeting**

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

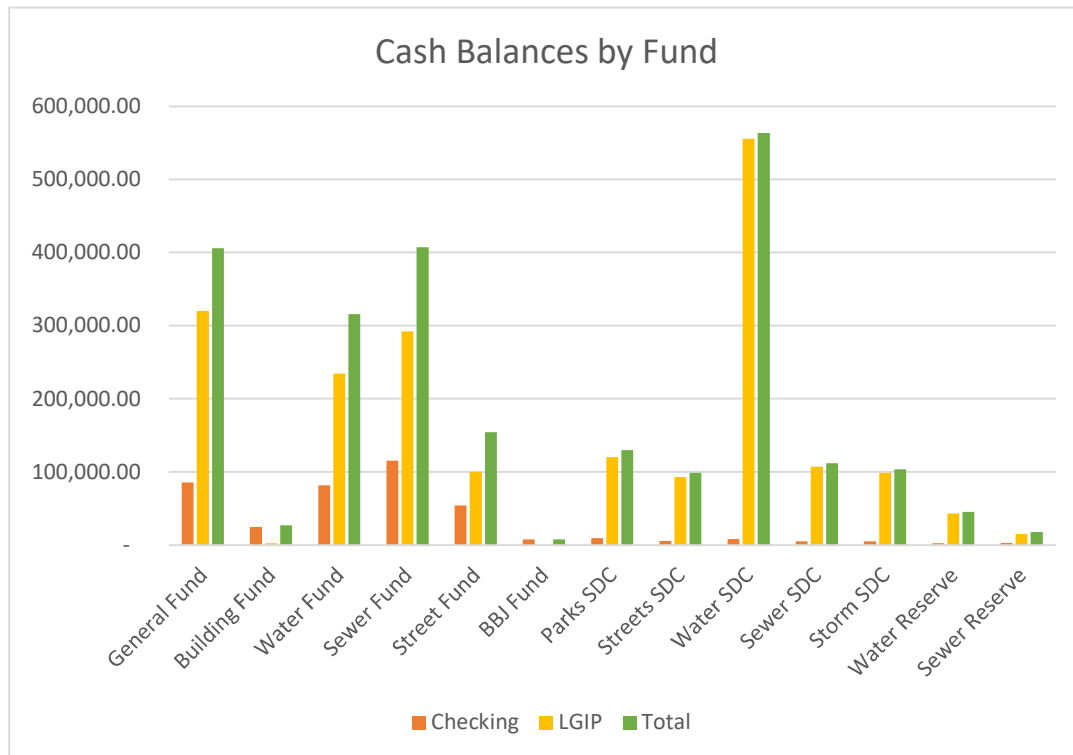
- Joining in person or by phone, tablet, or PC. For details, click on the event at www.ci.lowell.or.us.
- Mailing written comments to PO Box 490, Lowell, OR 97452 or deliver in person at Lowell City Hall located at 70 N. Pioneer St.
- By email to admin@ci.lowell.or.us.
- Comments received by 4:00 pm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

City of Lowell - Cash Balances

Month End:

3/31/2026

Fund No	Fund	Account		Total
		1110 Checking	1115 LGIP	
110	General Fund	85,684.89	320,174.97	405,859.86
220	Building Fund	24,749.87	2,207.20	26,957.07
230	Water Fund	81,483.21	234,383.39	315,866.60
240	Sewer Fund	115,071.73	292,053.91	407,125.64
312	Street Fund	53,933.30	100,081.60	154,014.90
314	BBJ Fund	7,607.46	-	7,607.46
410	Parks SDC	9,501.57	120,241.03	129,742.60
412	Streets SDC	5,595.11	93,104.59	98,699.70
430	Water SDC	7,958.92	555,449.20	563,408.12
440	Sewer SDC	4,802.02	107,164.22	111,966.24
445	Storm SDC	4,926.20	98,692.62	103,618.82
520	Water Reserve	2,405.52	42,948.56	45,354.08
521	Sewer Reserve	2,756.66	15,017.14	17,773.80
Total		406,476.46	1,981,518.43	2,387,994.89



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

For the Period Ending: **3/31/2026**

110 General Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		324,024.86	261,472.00		
Revenues					
310 Property Taxes	5,307.95	215,713.49	212,100.00	(3,613.49)	101.70
315 Interest Earned	1,109.61	7,095.62	6,500.00	(595.62)	109.16
320 Intergovernmental Revenue	2,146.54	28,148.71	38,434.00	10,285.29	73.24
325 Operating Grants	17,621.00	18,621.00	20,200.00	1,579.00	92.18
328 Capital Grants	-	-	-	-	0.00
330 Franchise Fees	-	76,648.43	82,325.00	5,676.57	93.10
335 Licenses & Permits	84.00	2,205.00	36,250.00	34,045.00	6.08
340 Charges for Service	63.65	2,314.36	2,125.00	(189.36)	108.91
342 Reimbursement SDC's	-	94.00	141.00	47.00	66.67
350 Fines & Forfeitures	179.04	347.37	1,550.00	1,202.63	22.41
360 Loan Proceeds	-	-	-	-	0.00
370 Other Revenue	44.45	1,838.10	650.00	(1,188.10)	282.78
375 Gain(Loss) on Sale of Fixed Assets	-	-	275,000.00	275,000.00	0.00
380 Fundraising & Event Revenue	-	-	-	-	0.00
385 Miscellaneous Revenue	-	378.03	300.00	(78.03)	126.01
Total Revenues	26,556.24	353,404.11	675,575.00	322,170.89	52.31
Expenditures					
410 Administration					
5000 Personal Services	3,160.76	30,100.18	41,920.00	11,819.82	71.80
6000 Materials & Services	2,251.75	56,117.48	99,813.00	43,695.52	56.22
8000 Capital Outlay	7,012.20	7,237.20	20,000.00	12,762.80	36.19
Total Administration	12,424.71	93,454.86	161,733.00	68,278.14	57.78
420 Parks & Recreation					
5000 Personal Services	4,715.11	45,668.37	65,571.00	19,902.63	69.65
6000 Materials & Services	5,753.87	35,925.14	56,325.00	20,399.86	63.78
8000 Capital Outlay	-	-	24,500.00	24,500.00	0.00
Total Parks & Recreation	10,468.98	81,593.51	146,396.00	64,802.49	55.73
430 Police					
5000 Personal Services	-	-	-	-	0.00
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	-	-	0.00
Total Police	-	-	-	-	0.00
440 Community Development					
5000 Personal Services	830.28	8,085.29	10,823.00	2,737.71	74.70
6000 Materials & Services	3,094.22	13,701.64	55,400.00	41,698.36	24.73
8000 Capital Outlay	-	-	-	-	0.00
Total Community Development	3,924.50	21,786.93	66,223.00	44,436.07	32.90

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

For the Period Ending: **3/31/2026**

110 General Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
450 Library					
5000 Personal Services	3,755.62	38,583.69	51,286.00	12,702.31	75.23
6000 Materials & Services	1,547.72	18,798.42	29,711.00	10,912.58	63.27
8000 Capital Outlay	4,674.80	9,189.63	10,500.00	1,310.37	87.52
Total Library	<u>9,978.14</u>	<u>66,571.74</u>	<u>91,497.00</u>	<u>24,925.26</u>	<u>72.76</u>
460 Code Enforcement					
5000 Personal Services	-	-	-	-	0.00
6000 Materials & Services	93.51	99.43	-	(99.43)	0.00
8000 Capital Outlay	-	-	-	-	0.00
Total Code Enforcement	<u>93.51</u>	<u>99.43</u>	<u>-</u>	<u>(99.43)</u>	<u>0.00</u>
470 Tourism					
5000 Personal Services	-	-	-	-	
6000 Materials & Services	80.45	1,935.18	18,700.00	16,764.82	10.35
8000 Capital Outlay	-	-	-	-	0.00
Total Tourism	<u>80.45</u>	<u>1,935.18</u>	<u>18,700.00</u>	<u>16,764.82</u>	<u>10.35</u>
480 Public Safety					
5000 Personal Services	553.95	5,485.61	7,424.00	1,938.39	73.89
6000 Materials & Services	8.00	85.49	15,975.00	15,889.51	0.54
8000 Capital Outlay	-	-	-	-	0.00
Total Municipal Court	<u>561.95</u>	<u>5,571.10</u>	<u>23,399.00</u>	<u>17,827.90</u>	<u>23.81</u>
800 Debt Service					
7111 Principal	-	7,400.56	235,405.00	228,004.44	3.14
7511 Interest	-	4,628.26	22,857.00	18,228.74	20.25
Total Debt Service	<u>-</u>	<u>12,028.82</u>	<u>258,262.00</u>	<u>246,233.18</u>	<u>4.66</u>
900 Other Requirements					
9100 Transfers to Other Funds	-	2,500.00	2,500.00	-	100.00
9500 Contingency	-	-	50,000.00	50,000.00	0.00
9800 Ending Balance (Budgeted)	-	-	118,337.00	118,337.00	0.00
Total Other Requirements	<u>-</u>	<u>2,500.00</u>	<u>170,837.00</u>	<u>168,337.00</u>	<u>1.46</u>
Total General Fund Expenditures	<u>37,532.24</u>	<u>285,541.57</u>	<u>937,047.00</u>	<u>651,505.43</u>	<u>30.47</u>
Net Revenues over Expenditures	<u>(10,976.00)</u>	<u>67,862.54</u>	<u>(261,472.00)</u>	<u>(329,334.54)</u>	<u>(25.95)</u>
Ending Fund Balance		391,887.40	-		

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

For the Period Ending: **3/31/2026**

220 Building Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		39,701.73	36,619.00		
Revenues					
315 Interest Earned	7.88	426.00	950.00	524.00	44.84
335 Licenses & Permits	2,151.21	9,440.20	49,200.00	39,759.80	19.19
340 Technology Fee	59.40	661.54	900.00	238.46	73.50
375 Gain(Loss) on Sale of Fixed Assets	-	-	-	-	0.00
385 Miscellaneous Revenue	-	7.52	50.00	42.48	15.04
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	2,218.49	10,535.26	51,100.00	40,564.74	20.62
Expenditures					
220 Building Department					
5000 Personal Services	910.81	9,470.14	12,013.00	2,542.86	78.83
6000 Materials & Services	501.52	14,712.10	57,730.00	43,017.90	25.48
8000 Capital Outlay	-	-	5,000.00	5,000.00	0.00
Total Building Department	1,412.33	24,182.24	74,743.00	50,560.76	32.35
900 Other Requirements					
9100 Transfers to Other Funds	-	-	-	-	0.00
9500 Contingency	-	-	5,000.00	5,000.00	0.00
9800 Ending Balance (Budgeted)	-	-	7,976.00	7,976.00	0.00
Total Other Requirements	-	-	12,976.00	12,976.00	-
Total Building Fund Expenditures	1,412.33	24,182.24	87,719.00	63,536.76	27.57
Net Revenues over Expenditures	806.16	(13,646.98)	(36,619.00)	(22,972.02)	(37.27)
Ending Fund Balance		26,054.75	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

230 Water Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		215,190.52	320,494.00		
Revenues					
315 Interest Earned	794.54	5,897.95	3,850.00	(2,047.95)	153.19
325 Operating Grants	-	-	-	-	0.00
328 Capital Grants	-	-	-	-	0.00
335 Licenses & Permits	-	1,955.00	-	(1,955.00)	0.00
340 Charges for Service	37,691.73	479,081.05	534,990.00	55,908.95	89.55
342 Reimbursement SDC's	-	1,490.00	2,235.00	745.00	66.67
360 Loan Payments & Proceeds	-	-	-	-	0.00
375 Gain(Loss) on Sale of Fixed Assets	-	-	-	-	0.00
385 Miscellaneous Revenue	295.00	2,716.03	3,750.00	1,033.97	72.43
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	38,781.27	491,140.03	544,825.00	53,684.97	90.15
Expenditures					
230 Water Department					
5000 Personal Services	16,056.99	166,475.82	212,890.00	46,414.18	78.20
6000 Materials & Services	7,743.59	160,795.69	269,983.00	109,187.31	59.56
8000 Capital Outlay	1,107.00	63,686.66	123,000.00	59,313.34	51.78
Total Water Department	24,907.58	390,958.17	605,873.00	214,914.83	64.53
800 Debt Service					
7111 Principal	-	13,928.89	32,868.00	18,939.11	42.38
7511 Interest	-	5,030.16	25,473.00	20,442.84	19.75
Total Debt Service	-	18,959.05	58,341.00	39,381.95	32.50
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	100,000.00	100,000.00	0.00
Ending Balance (Budgeted)	-	-	101,105.00	101,105.00	0.00
Total Other Requirements	-	-	201,105.00	201,105.00	0.00
Total General Fund Expenditures	24,907.58	409,917.22	865,319.00	455,401.78	47.37
Net Revenues over Expenditures	13,873.69	81,222.81	(320,494.00)	(401,716.81)	25.34
Ending Fund Balance		296,413.33	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

	Period Actual	YTD Actual	Budget	Unearned	Pcnt
240 Sewer Fund					
3100 Beginning Fund Balance		340,127.68	268,919.00		
Revenues					
315 Interest Earned	990.42	8,437.15	9,650.00	1,212.85	87.43
325 Operating Grants	-	-	-	-	0.00
328 Capital Grants	-	-	-	-	0.00
335 Licenses & Permits	-	115.00	575.00	460.00	20.00
340 Charges for Service	44,707.14	450,636.81	536,750.00	86,113.19	83.96
342 Reimbursement SDC's	-	1,236.00	1,854.00	618.00	66.67
360 Loan Payments & Proceeds	-	-	-	-	0.00
375 Gain(Loss) on Sale of Fixed Assets	-	-	-	-	0.00
385 Miscellaneous Revenue	295.00	2,661.03	2,600.00	(61.03)	102.35
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	45,992.56	463,085.99	551,429.00	88,343.01	83.98
Expenditures					
230 Sewer Department					
5000 Personal Services	16,299.76	169,279.46	213,874.00	44,594.54	79.15
6000 Materials & Services	19,030.76	136,316.91	290,576.00	154,259.09	46.91
8000 Capital Outlay	925.00	22,304.98	103,000.00	80,695.02	21.66
Total Sewer Department	36,255.52	327,901.35	607,450.00	279,548.65	53.98
800 Debt Service					
7111 Principal	-	30,140.68	37,713.00	7,572.32	79.92
7511 Interest	-	5,390.88	13,565.00	8,174.12	39.74
Total Debt Service	-	35,531.56	51,278.00	15,746.44	69.29
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	50,000.00	50,000.00	0.00
Ending Balance (Budgeted)	-	-	111,620.00	111,620.00	0.00
Total Other Requirements	-	-	161,620.00	161,620.00	0.00
Total General Fund Expenditures	36,255.52	363,432.91	820,348.00	456,915.09	44.30
Net Revenues over Expenditures	9,737.04	99,653.08	(268,919.00)	(368,572.08)	37.06
Ending Fund Balance		439,780.76	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

312 Street Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		158,876.41	154,637.00		
Revenues					
315 Interest Earned	339.65	3,373.37	2,725.00	(648.37)	123.79
325 Operating Grants	-	-	-	-	0.00
328 Capital Grants	-	-	-	-	0.00
335 Intergovernmental	8,563.74	81,128.98	105,250.00	24,121.02	77.08
340 Charges for Service	-	-	50.00	50.00	0.00
342 Reimbursement SDC's	-	208.00	312.00	104.00	66.67
360 Loan Payments & Proceeds	-	-	-	-	0.00
375 Gain(Loss) on Sale of Fixed Assets	-	-	-	-	0.00
385 Miscellaneous Revenue	-	31.66	-	(31.66)	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u>8,903.39</u>	<u>84,742.01</u>	<u>108,337.00</u>	<u>23,594.99</u>	<u>78.22</u>
Expenditures					
312 Street Department					
5000 Personal Services	3,846.68	37,920.61	50,006.00	12,085.39	75.83
6000 Materials & Services	1,210.83	36,732.50	68,806.00	32,073.50	53.39
8000 Capital Outlay	463.00	13,589.78	46,500.00	32,910.22	29.23
Total Street Department	<u>5,520.51</u>	<u>88,242.89</u>	<u>165,312.00</u>	<u>77,069.11</u>	<u>53.38</u>
800 Debt Service					
7111 Principal	-	3,656.69	3,657.00	0.31	99.99
7511 Interest	-	1,514.88	1,515.00	0.12	99.99
Total Debt Service	<u>-</u>	<u>5,171.57</u>	<u>5,172.00</u>	<u>0.43</u>	<u>99.99</u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	50,000.00	50,000.00	0.00
Ending Balance (Budgeted)	-	-	42,490.00	42,490.00	0.00
Total Other Requirements	<u>-</u>	<u>-</u>	<u>92,490.00</u>	<u>92,490.00</u>	<u>0.00</u>
Total General Fund Expenditures	<u>5,520.51</u>	<u>93,414.46</u>	<u>262,974.00</u>	<u>169,559.54</u>	<u>35.52</u>
Net Revenues over Expenditures	<u>3,382.88</u>	<u>(8,672.45)</u>	<u>(154,637.00)</u>	<u>(145,964.55)</u>	<u>(5.61)</u>
Ending Fund Balance		150,203.96	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

314 Blackberry Jam Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		10,606.25	5,485.00		
Revenues					
315 Interest Earned	0.07	0.67	5.00	4.33	13.40
370 Other Revenue	-	248.97	-	(248.97)	0.00
380 Fundraising & Event Revenue	3,815.00	9,534.29	10,625.00	1,090.71	89.73
385 Miscellaneous Revenue	-	902.91	410.00	(492.91)	220.22
390 Transfers in from Other Funds	-	2,500.00	2,500.00	-	100.00
Total Revenues	<u><u>3,815.07</u></u>	<u><u>13,186.84</u></u>	<u><u>13,540.00</u></u>	<u><u>353.16</u></u>	<u><u>97.39</u></u>
Expenditures					
314 Blackberry Jam					
5000 Personal Services	-	-	-	-	0.00
6000 Materials & Services	136.65	16,185.63	17,730.00	1,544.37	91.29
8000 Capital Outlay	-	-	-	-	0.00
Total Blackberry Jam	<u><u>136.65</u></u>	<u><u>16,185.63</u></u>	<u><u>17,730.00</u></u>	<u><u>1,544.37</u></u>	<u><u>91.29</u></u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	500.00	500.00	0.00
Ending Balance (Budgeted)	-	-	795.00	795.00	0.00
Total Other Requirements	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>1,295.00</u></u>	<u><u>1,295.00</u></u>	<u><u>0.00</u></u>
Total General Fund Expenditures	<u><u>136.65</u></u>	<u><u>16,185.63</u></u>	<u><u>19,025.00</u></u>	<u><u>2,839.37</u></u>	<u><u>85.08</u></u>
Net Revenues over Expenditures	<u><u>3,678.42</u></u>	<u><u>(2,998.79)</u></u>	<u><u>(5,485.00)</u></u>	<u><u>(2,486.21)</u></u>	<u><u>(54.67)</u></u>
Ending Fund Balance		7,607.46	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

410 Parks SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		123,790.17	123,800.00		
Revenues					
315 Interest Earned	407.18	3,944.43	4,725.00	780.57	83.48
345 SDC Revenue	-	2,008.00	3,012.00	1,004.00	66.67
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	407.18	5,952.43	7,737.00	1,784.57	76.93
Expenditures					
410 Parks SDC					
6000 Materials & Services	-	-	1,000.00	1,000.00	0.00
8000 Capital Outlay	-	-	130,537.00	130,537.00	0.00
Total Parks SDC	-	-	131,537.00	131,537.00	0.00
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	-	-	-	-	0.00
Total General Fund Expenditures	-	-	131,537.00	131,537.00	0.00
Net Revenues over Expenditures	407.18	5,952.43	(123,800.00)	(129,752.43)	4.81
Ending Fund Balance		129,742.60	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

412 Streets SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		94,461.98	94,480.00		
Revenues					
315 Interest Earned	315.26	3,053.72	3,850.00	796.28	79.32
345 SDC Revenue	-	1,184.00	1,776.00	592.00	66.67
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u><u>315.26</u></u>	<u><u>4,237.72</u></u>	<u><u>5,626.00</u></u>	<u><u>1,388.28</u></u>	<u><u>75.32</u></u>
Expenditures					
412 Streets SDC					
6000 Materials & Services	-	-	1,000.00	1,000.00	0.00
8000 Capital Outlay	-	-	99,106.00	99,106.00	0.00
Total Streets SDC	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>100,106.00</u></u>	<u><u>100,106.00</u></u>	<u><u>0.00</u></u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>0.00</u></u>
Total General Fund Expenditures	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>100,106.00</u></u>	<u><u>100,106.00</u></u>	<u><u>0.00</u></u>
Net Revenues over Expenditures	<u><u>315.26</u></u>	<u><u>4,237.72</u></u>	<u><u>(94,480.00)</u></u>	<u><u>(98,717.72)</u></u>	<u><u>4.49</u></u>
Ending Fund Balance		98,699.70	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

430 Water SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		531,124.53	539,238.00		
Revenues					
315 Interest Earned	1,880.36	18,147.59	23,650.00	5,502.41	76.73
345 SDC Revenue	-	14,136.00	21,204.00	7,068.00	66.67
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u><u>1,880.36</u></u>	<u><u>32,283.59</u></u>	<u><u>44,854.00</u></u>	<u><u>12,570.41</u></u>	<u><u>71.97</u></u>
Expenditures					
430 Water SDC					
6000 Materials & Services	-	-	5,000.00	5,000.00	0.00
8000 Capital Outlay	-	-	579,092.00	579,092.00	0.00
Total Water SDC	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>584,092.00</u></u>	<u><u>584,092.00</u></u>	<u><u>0.00</u></u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>0.00</u></u>
Total General Fund Expenditures	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>584,092.00</u></u>	<u><u>584,092.00</u></u>	<u><u>0.00</u></u>
Net Revenues over Expenditures	<u><u>1,880.36</u></u>	<u><u>32,283.59</u></u>	<u><u>(539,238.00)</u></u>	<u><u>(571,521.59)</u></u>	<u><u>5.99</u></u>
Ending Fund Balance		563,408.12	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

440 Sewer SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		106,297.19	106,356.00		
Revenues					
315 Interest Earned	362.83	3,527.05	4,225.00	697.95	83.48
345 SDC Revenue	-	2,142.00	22,491.00	20,349.00	9.52
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	362.83	5,669.05	26,716.00	21,046.95	21.22
Expenditures					
440 Sewer SDC					
6000 Materials & Services	-	-	5,000.00	5,000.00	0.00
8000 Capital Outlay	-	-	128,072.00	128,072.00	0.00
Total Sewer SDC	-	-	133,072.00	133,072.00	0.00
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	-	-	-	-	0.00
Total General Fund Expenditures	-	-	133,072.00	133,072.00	0.00
Net Revenues over Expenditures	362.83	5,669.05	(106,356.00)	(112,025.05)	5.33
Ending Fund Balance		111,966.24	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

445 Stormwater SDC Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		99,113.44	99,080.00		
Revenues					
315 Interest Earned	334.16	3,159.38	3,975.00	815.62	79.48
345 SDC Revenue	-	1,346.00	2,019.00	673.00	66.67
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	<u>334.16</u>	<u>4,505.38</u>	<u>5,994.00</u>	<u>1,488.62</u>	<u>75.16</u>
Expenditures					
445 Stormwater SDC					
6000 Materials & Services	-	-	1,000.00	1,000.00	0.00
8000 Capital Outlay	-	-	104,074.00	104,074.00	0.00
Total Stormwater SDC	<u>-</u>	<u>-</u>	<u>105,074.00</u>	<u>105,074.00</u>	<u>0.00</u>
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	-	-	0.00
Total Other Requirements	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00</u>
Total General Fund Expenditures	<u>-</u>	<u>-</u>	<u>105,074.00</u>	<u>105,074.00</u>	<u>0.00</u>
Net Revenues over Expenditures	<u>334.16</u>	<u>4,505.38</u>	<u>(99,080.00)</u>	<u>(103,585.38)</u>	<u>4.55</u>
Ending Fund Balance		103,618.82	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

520 Water Reserve Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		43,869.32	43,872.00		
Revenues					
315 Interest Earned	145.42	1,484.76	1,650.00	165.24	89.99
345 SDC Revenue	-	-	-	-	0.00
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	145.42	1,484.76	1,650.00	165.24	89.99
Expenditures					
520 Water Reserve					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	-	-	0.00
Total Water Reserve	-	-	-	-	0.00
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	45,522.00	45,522.00	0.00
Total Other Requirements	-	-	45,522.00	45,522.00	0.00
Total General Fund Expenditures	-	-	45,522.00	45,522.00	0.00
Net Revenues over Expenditures	145.42	1,484.76	(43,872.00)	(45,356.76)	3.38
Ending Fund Balance		45,354.08	-		

CITY OF LOWELL
REVENUES AND EXPENDITURES SUMMARY
WITH COMPARISON TO BUDGET

For the Period Ending: **3/31/2026**

521 Sewer Reserve Fund	Period Actual	YTD Actual	Budget	Unearned	Pcnt
3100 Beginning Fund Balance		17,258.65	17,257.00		
Revenues					
315 Interest Earned	50.88	515.15	575.00	59.85	89.59
345 SDC Revenue	-	-	-	-	0.00
385 Miscellaneous Revenue	-	-	-	-	0.00
390 Transfers in from Other Funds	-	-	-	-	0.00
Total Revenues	50.88	515.15	575.00	59.85	89.59
Expenditures					
521 Sewer Reserve					
6000 Materials & Services	-	-	-	-	0.00
8000 Capital Outlay	-	-	-	-	0.00
Total Sewer Reserve	-	-	-	-	0.00
900 Other Requirements					
Transfers to Other Funds	-	-	-	-	0.00
Contingency	-	-	-	-	0.00
Ending Balance (Budgeted)	-	-	17,832.00	17,832.00	0.00
Total Other Requirements	-	-	17,832.00	17,832.00	0.00
Total General Fund Expenditures	-	-	17,832.00	17,832.00	0.00
Net Revenues over Expenditures	50.88	515.15	(17,257.00)	(17,772.15)	2.99
Ending Fund Balance		17,773.80	-		

Report Criteria:

Report type: Summary
 Check.Type = {<->} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	
04/26	04/06/2026	18879	2740	Fast Signs	INV-34528	3	312-700-8425	.00	313.64-	313.64-	V
04/26	04/15/2026	18891	1855	Nichols, Layli	FEB 2026	5	312-490-6114	.00	2,750.00-	2,750.00-	V
04/26	04/06/2026	18895	2770	All Ground Up LLC	1239	1	240-490-6330	.00	500.00	500.00	
04/26	04/06/2026	18896	1205	Cascade Columbia	945895,9492	4	240-490-6750	.00	3,220.14	3,220.14	
04/26	04/06/2026	18897	1215	Caselle LLC	INV-17817	9	314-490-6225	.00	1,816.00	1,816.00	
04/26	04/06/2026	18898	1275	City of Lowell	MARCH 202	12	240-490-6425	.00	3,481.13	3,481.13	
04/26	04/06/2026	18899	2655	C-More Pipe Services Co.	26-0023, 26-	2	240-700-8550	.00	5,162.50	5,162.50	
04/26	04/06/2026	18900	2980	Department of Enviormmen	WQ/M-WR-2	1	240-490-6290	.00	600.00	600.00	
04/26	04/06/2026	18901	2600	DEQ Financial Services LB	WQDOM260	1	240-490-6520	.00	4,067.44	4,067.44	
04/26	04/06/2026	18902	1710	Lane Electric Cooperative	MAR 26 LEC	8	312-490-6430	.00	5,068.39	5,068.39	
04/26	04/06/2026	18903	1775	Lowell School District	FUEL MARC	2	230-490-6710	.00	327.61	327.61	
04/26	04/06/2026	18904	2560	National Business Solution	IN160890	3	110-410-6124	.00	122.59	122.59	
04/26	04/06/2026	18905	2070	Renewable Resource Grou	181925,1820	2	240-490-6755	.00	729.00	729.00	
04/26	04/06/2026	18906	2990	Secretary of State - Corp D	SD NOTARY	1	110-410-6240	.00	40.00	40.00	
04/26	04/06/2026	18907	2985	Thrift Books Global LLC	Multiple	1	110-450-8375	.00	292.51	292.51	
04/26	04/06/2026	18908	2310	USA Blue Book	1006770	2	230-490-6750	.00	1,883.80	1,883.80	
04/26	04/06/2026	18909	2325	Verizon Wireless	6139241864	3	240-490-6440	.00	271.42	271.42	
04/26	04/06/2026	18911	2740	Fast Signs	INV-34528	3	312-700-8425	.00	313.64	313.64	
04/26	04/08/2026	18912	1120	Banner Bank	Multiple	12	110-480-6230	.00	1,308.60	1,308.60	
04/26	04/08/2026	18913	1765	Lowell Mini Storage	APRIL 2026	2	314-490-6705	.00	180.00	180.00	
04/26	04/08/2026	18914	1855	Nichols, Layli	MARCH 202	5	312-490-6114	.00	2,750.00	2,750.00	
04/26	04/15/2026	18915	1275	City of Lowell	MARCH 26	1	110-420-6420	.00	26.99	26.99	
04/26	04/15/2026	18916	2520	Douglas Fast Net	DFN 0426	3	230-490-6435	.00	247.57	247.57	
04/26	04/15/2026	18917	1855	Nichols, Layli	FEB 2026	5	312-490-6114	.00	2,750.00	2,750.00	
04/26	04/15/2026	18918	1980	Pacific Office Automation In	5038311880	3	240-490-6128	.00	240.99	240.99	
04/26	04/15/2026	18919	2185	Southside Bank	256156 2026	4	110-800-7512	.00	40,346.38	40,346.38	
04/26	04/15/2026	18920	2200	St. Cousair Oregon Orchar	17185	2	314-490-6814	.00	1,134.00	1,134.00	
04/26	04/15/2026	18921	2580	Wells Fargo Financial Leas	5038311879	1	110-410-6124	.00	246.41	246.41	
04/26	04/22/2026	18922	1165	Bridge Town Market #2	1161	1	110-420-6710	.00	177.09	177.09	
04/26	04/22/2026	18923	1235	Century Link	APRIL 2026	2	240-490-6440	.00	123.31	123.31	
04/26	04/22/2026	18924	1285	Civil West Engineering Ser	251786, 251	2	230-700-8540	.00	4,353.00	4,353.00	
04/26	04/22/2026	18925	2700	H.D. Fowler Co.	17253968,17	2	230-490-6330	.00	630.66	630.66	
04/26	04/22/2026	18926	1615	J & K Electrical LLC	26-0165-1	1	110-420-6330	.00	863.76	863.76	
04/26	04/22/2026	18927	2880	Jerry's Home Improvement	827099, 827	2	110-420-6330	.00	586.94	586.94	
04/26	04/22/2026	18928	2825	McKenzie Roofing Inc	21476	1	110-420-6320	.00	1,985.00	1,985.00	
04/26	04/22/2026	18929	1810	Mid-Valley Tractor	PW04212026	3	240-700-8335	.00	8,980.62	8,980.62	
04/26	04/22/2026	18930	2070	Renewable Resource Grou	182054,1821	4	230-490-6755	.00	705.60	705.60	
04/26	04/22/2026	18931	2135	SaniPac	5492085S01	2	240-490-6445	.00	41.74	41.74	
Grand Totals:								.00		92,511.19	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-2125	1,100.00	54,495.84-	53,395.84-
110-410-6114	2,200.00	1,100.00-	1,100.00
110-410-6124	369.00	.00	369.00
110-410-6128	48.20	.00	48.20
110-410-6225	471.68	.00	471.68

GL Account	Debit	Credit	Proof
110-410-6230	30.44	.00	30.44
110-410-6234	52.09	.00	52.09
110-410-6240	40.00	.00	40.00
110-410-6420	51.23	.00	51.23
110-410-6425	167.68	.00	167.68
110-410-6430	146.73	.00	146.73
110-410-6435	28.00	.00	28.00
110-410-6440	36.89	.00	36.89
110-410-6705	94.00	.00	94.00
110-420-6225	129.34	.00	129.34
110-420-6234	3.58	.00	3.58
110-420-6320	1,985.00	.00	1,985.00
110-420-6330	900.72	.00	900.72
110-420-6420	790.12	.00	790.12
110-420-6425	643.68	.00	643.68
110-420-6430	240.79	.00	240.79
110-420-6710	177.09	.00	177.09
110-420-8335	4,490.31	.00	4,490.31
110-440-6225	23.90	.00	23.90
110-440-6230	5.37	.00	5.37
110-450-6225	75.57	.00	75.57
110-450-6230	21.93	.00	21.93
110-450-6234	111.99	.00	111.99
110-450-6245	19.99	.00	19.99
110-450-6420	51.41	.00	51.41
110-450-6430	209.86	.00	209.86
110-450-6780	151.20	.00	151.20
110-450-8375	292.51	.00	292.51
110-460-6234	5.37	.00	5.37
110-470-6326	78.42	.00	78.42
110-480-6230	5.37	.00	5.37
110-800-7111	12,416.77	.00	12,416.77
110-800-7112	9,701.68	.00	9,701.68
110-800-7511	10,232.73	.00	10,232.73
110-800-7512	7,995.20	.00	7,995.20
220-2125	137.50	353.60-	216.10-
220-490-6114	275.00	137.50-	137.50
220-490-6225	32.96	.00	32.96
220-490-6230	5.37	.00	5.37
220-490-6420	11.40	.00	11.40
220-490-6425	18.63	.00	18.63
220-490-6430	10.24	.00	10.24
230-2125	1,876.96	14,816.25-	12,939.29-
230-490-6114	1,375.00	687.50-	687.50
230-490-6116	2,683.00	.00	2,683.00
230-490-6128	96.39	.00	96.39
230-490-6225	576.70	.00	576.70
230-490-6230	46.54	.00	46.54
230-490-6330	650.66	20.00-	630.66
230-490-6420	52.83	.00	52.83
230-490-6425	74.52	.00	74.52
230-490-6430	1,239.70	.00	1,239.70
230-490-6435	117.88	.00	117.88
230-490-6440	204.95	.00	204.95
230-490-6445	20.87	.00	20.87
230-490-6710	206.19	.00	206.19
230-490-6750	3,366.50	1,044.00-	2,322.50

GL Account	Debit	Credit	Proof
230-490-6755	63.90	.00	63.90
230-700-8335	2,245.16	.00	2,245.16
230-700-8425	125.46	125.46-	.00
230-700-8540	1,670.00	.00	1,670.00
240-2125	812.96	24,015.10-	23,202.14-
240-490-6114	1,375.00	687.50-	687.50
240-490-6128	96.40	.00	96.40
240-490-6225	576.70	.00	576.70
240-490-6230	46.54	.00	46.54
240-490-6290	600.00	.00	600.00
240-490-6330	500.00	.00	500.00
240-490-6334	549.98	.00	549.98
240-490-6420	975.94	.00	975.94
240-490-6425	670.68	.00	670.68
240-490-6430	2,384.30	.00	2,384.30
240-490-6435	101.69	.00	101.69
240-490-6440	152.89	.00	152.89
240-490-6445	20.87	.00	20.87
240-490-6520	4,067.44	.00	4,067.44
240-490-6705	90.00	.00	90.00
240-490-6710	121.42	.00	121.42
240-490-6750	2,781.44	.00	2,781.44
240-490-6755	1,370.70	.00	1,370.70
240-700-8335	2,245.15	.00	2,245.15
240-700-8425	125.46	125.46-	.00
240-700-8550	5,162.50	.00	5,162.50
312-2125	200.22	1,619.03-	1,418.81-
312-490-6114	275.00	137.50-	137.50
312-490-6225	117.19	.00	117.19
312-490-6230	1.05	.00	1.05
312-490-6330	404.72	.00	404.72
312-490-6430	758.35	.00	758.35
312-700-8425	62.72	62.72-	.00
314-2125	.00	1,339.01-	1,339.01-
314-490-6225	57.30	.00	57.30
314-490-6705	90.00	.00	90.00
314-490-6714	57.71	.00	57.71
314-490-6814	1,134.00	.00	1,134.00
Grand Totals:	100,766.47	100,766.47-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

GL Account

Debit

Credit

Proof

Report Criteria:

Report type: Summary

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

Report Criteria:

Suppress employee name and number

Employee Number	Name	Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining	Hourly Rate	Liability Amount
101	Baker, Max	3-01	Vacation Pay	179.53	13.33	15.00	177.86	54.7202	9,732.53
		4-01	Sick Pay	864.00	8.00	.00	872.00	54.7202	47,716.01
103	Daigneault, Robert G	3-01	Vacation Pay	162.19	4.17	.00	166.36	20.3600	3,387.04
		4-01	Sick Pay	170.50	5.00	.00	175.50	20.3600	3,573.18
110	Dragt, Samantha	3-01	Vacation Pay	240.00	10.00	10.00	240.00	27.2952	6,550.85
		4-01	Sick Pay	347.00	8.00	.00	355.00	27.2952	9,689.80
109	Harris, Eric James	3-01	Vacation Pay	74.13	6.67	5.00	75.80	20.1986	1,531.05
		4-01	Sick Pay	8.33	8.00	5.00	11.33	20.1986	228.85
106	Harris, Hunter LD	3-01	Vacation Pay	216.00	10.00	.00	226.00	30.1601	6,816.18
		4-01	Sick Pay	575.50	8.00	.00	583.50	30.1601	17,598.42
105	Harris, Nicholas G	3-01	Vacation Pay	185.05	10.00	31.00	164.05	29.1404	4,780.48
		4-01	Sick Pay	74.50	8.00	.00	82.50	29.1404	2,404.08
111	Peggy OKane	3-01	Vacation Pay	26.67	3.34	5.50	24.51	24.5063	600.65
		4-01	Sick Pay	36.50	4.00	.00	40.50	24.5063	992.51
Grand Totals:				3,159.90	106.51	71.50	3,194.91		115,601.63

Pay Code Summary

Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining	Liability Amount
3-01	Vacation Pay	1,083.57	57.51	66.50	1,074.58	33,398.78
4-01	Sick Pay	2,076.33	49.00	5.00	2,120.33	82,202.85

City of Lowell Oregon
City Council
Regular Meeting Minutes
April 21, 2026

The Lowell City Council held a regular meeting on March 17, 2026. The meeting location was at the Lowell Rural Fire Protection District Fire Station 1 at 389 N. Pioneer Street, Lowell, OR 97452. Mayor Weathers called the meeting to order at 7:06 pm.

City Councilors present: Mayor Maureen Weathers, Jimmy Murray, Gail Harris, Don Bennett, and Tim Stratis Mayor

City Councilors absent: None

Staff/others present: City Administrator Max Baker

Approval Of Agenda: The agenda was approved by consensus with a minor clarification to the titles of items 7a and 7b under Old Business.

Consent Agenda:

No items were pulled for separate discussion. Motion to approve the consent agenda, including the Financial Reports for February 2026, Check Register for March 2026, Leave Report for March 2026, and Meeting Minutes from the March 17 Regular Meeting and April 7 Work Session.

Motion: Councilor Murray moved to approve the consent agenda as presented. Councilor Stratis seconded. Motion passed unanimously.

Public Comments: No public comments were received.

Staff Reports:

City Administrator Report

The City Administrator reported on several active areas:

Budget: The FY 26–27 budget is in its final stages. The first Budget Committee meeting is scheduled for Wednesday, May 13, 2026, at 6:00 PM at City Hall. Notice has been published as required.

Code Enforcement: Staff logged 6 vehicle complaints, 2 junk complaints, 4 noxious vegetation complaints, and 1 noise complaint. Overall improvement in city appearance was noted, including positive unsolicited comments from a visiting contractor.

Engineering: Staff requested scopes of services for a Transportation Master Plan and Stormwater Master Plan update, driven by updated TMDL regulatory requirements from DEQ with a submission deadline of April 30. A streamside study is due by end of 2028.

Land Use/Planning: Two land use applications are active. LU 2026-01 is a PUD application for North Highland, currently deemed incomplete pending full documentation. LU 2026-02 is a land partition on North Highland Lane to divide a previously approved 10-plex into two separate 5-unit lots, pending entity comments.

Parks: A leak on the stage roof was repaired, though the scope slightly exceeded the original \$1,800 quote due to the need for custom metal fabrication and replacement of three sub-roof sheets. The soffit will be repaired in-house once conditions dry. A 10-day citywide cleanup and beautification event is planned for late May, featuring free dumpsters, secure document shredding, and a Weyerhaeuser volunteer team. A mid-day barbecue will be provided as a community thank-you.

Covered Bridge IGA: Lane County has installed physical anchors on the bridge roof and a contract specialist is reviewing the IGA renewal. The bridge remains closed pending formal approval, despite high community demand during fishing season.

Old City Hall: The listing agent has been contacted. A brief update was received indicating some market interest. A formal discussion with the agent is planned for the May Work Session.

Grants: Closeout for the CIS Sewer Cleaning Grant and the Security Enhancement Grant were both accepted and deemed complete by CIS. Reimbursements are expected shortly.

Public Works Report

Approximately 75% of the city's sewer collection system has now been inspected via CCTV camera, a significant milestone. A fully separated sewer connection was discovered and repaired, with an estimated 35 gallons per minute of groundwater infiltration. Mid-State is utilizing a newly acquired camera truck and is offering camera services at a reduced rate while training staff, which the city is taking advantage of. Additional I&I issues identified through camera work will be addressed under Old Business.

Library Report

No discussion was recorded beyond the written report included in the packet.

March 2026 Lane County Call Log

The City Administrator noted that the Lane County Sheriff's Office (LCSO) has renewed interest in discussing license plate reader camera installations in and near Lowell, and that a meeting with Chief Martin of Oak Ridge is scheduled to discuss a potential policing IGA and radar speed cameras. Both topics are anticipated to appear on a future agenda.

Presentations: None.

Old Business

Resolution 874, A Resolution Adopting Financial Management Policies And Rescinding Resolutions 571 And 644

Resolution 874 was presented as the final draft incorporating edits discussed at the previous two work sessions, updating the city's financial management policy to reflect current operations.

Motion to approve Resolution 874, A Resolution Adopting Financial Management Policies and Rescinding Resolutions 571 and 644, was made by Councilor Stratis and seconded by Councilor Bennett. The motion carried unanimously.

Resolution 875, A Resolution Adopting A Fixed Asset Policy And Rescinding Resolution 394

Resolution 875 was presented incorporating work session edits, including updated language in Section 15.2 regarding stolen assets and sensitive data.

Motion to approve Resolution 875, A Resolution Adopting a Fixed Asset Policy and Rescinding Resolution 394, was made by Councilor Bennett and seconded by Councilor Stratis. The motion carried unanimously.

It was noted that the next policy to be developed is an Internal Controls Policy, emphasizing its importance given documented cases of municipal embezzlement resulting from weak internal controls.

I&I Quotes - Discussion

Three quotes were received for inflow and infiltration (I&I) repair work. Staff recommended C-More Pipe Services based on their prior relationship with the city, familiarity with the system, and earliest availability. Identified work includes seven manhole rehabilitations, a mainline repair on East First Street, and lift station work. One manhole will be covered under warranty by the prior contractor at no cost.

Motion to select C-More Pipe Services in an amount not to exceed \$25,000 for I&I work and authorize the City Administrator to sign, was made by Councilor Murray and seconded by Councilor Stratis. The motion carried unanimously.

Resolution 872, A Resolution Recognizing CIS, Sewer Grant And Making Appropriations

Resolution 872 formally recognizes the \$5,000 CIS Sewer Cleaning Grant, with appropriations directed to the Sewer Fund's other repair and maintenance account. The work has been completed and reimbursement submitted; the resolution is required to receive the funds.

Motion to approve Resolution 872, A Resolution Recognizing City County Insurance Services Sewer Grant and Making Appropriations, was made by Councilor Murray and seconded by Councilor Bennett. The motion carried unanimously.

Resolution 873, A Resolution Recognizing Oregon Arts Commission, Arts Build Communities (ABC) Grant And Making Appropriations

Resolution 873 recognizes a \$5,000 Oregon Arts Commission ABC Grant awarded to the Library, structured as a dollar-for-dollar match. The city's \$5,000 match consists of \$2,500 in staff labor and \$2,500 in donations, with the donation target nearly met ahead of an upcoming fundraising dinner.

Motion to approve Resolution 873, A Resolution Recognizing Oregon Arts Commission, Arts Build Communities (ABC) Grant and Making Appropriations, was made by Councilor Stratis and seconded by Councilor Murray. The motion carried unanimously.

5-year Strategic Plan

The City Administrator presented Draft 4 of the 5-Year Strategic Plan, highlighting updated photographs including the new public works vehicle and a Weyerhaeuser volunteer cleanup image. No substantive content changes were made. The plan will be brought back for formal adoption at the May Work Session following final photo updates. Council members were encouraged to submit modern photographs of city events and landmarks for potential inclusion.

New Business:

New Mower

Staff requested approval to purchase a new Kubota zero-turn mower through state procurement to replace a 2014 model that has become obsolete and difficult to maintain. A comparable Bad Boy mower quoted by another vendor came in at approximately \$12,200, supporting the value of the Kubota quote. The purchase

was not originally budgeted; however, a planned landscape trailer purchase of approximately \$10,000 was deferred to offset the cost. The mower will serve primarily as a Parks mower.

Motion to approve the purchase order for a new Kubota zero-turn mower in an amount not to exceed \$8,980.62 and authorize the City Administrator to sign, was made by Councilor Murray and seconded by Councilor Stratis. The motion carried unanimously.

Other Business:

The City Administrator requested consensus to include the following items on the May 5 Work Session agenda: a discussion on the sale of Old City Hall with the listing agent, a surplus property list review, and a possible presentation from the Lane County Sheriff's Office and Oak Ridge Chief Martin regarding a policing IGA and license plate reader cameras. Council agreed, with Councilor Stratis and Mayor Weathers noting that any return presentation from LCSO on license plate reader cameras should include contractual safeguards—not merely policy-based commitments—and address privacy and data concerns raised at prior meetings. Council President Murray requested that LCSO also present a plan for community outreach if they seek public input.

The City Administrator also briefly noted that the City Administrator's employment contract is being finalized in conjunction with the budget process and is anticipated to be brought for approval at the June Regular Meeting, effective July 1.

10. Adjourn

The meeting was adjourned at 8:02 PM.

APPROVED:

Maureen M. Weathers, Mayor

ATTEST:

Max Baker, City Recorder



City Administrator's Office
P.O. Box 490 Lowell, OR 97452
Phone: 541-937-2157
Email: admin@lowelloregon.gov

To: Mayor Weathers and City Council
From: Max Baker, City Administrator
Date: Tuesday, May 19, 2026
Re: City Administrator Staff Report

MEMO

2026-2027 Budget

Staff completed the proposed 26/27 Budget Document and distributed to Budget Committee members.

Code Enforcement

Additional updates will be provided.

Engineering

Nothing new at this time.

Land Use, Planning and Building

The LU applications for LU 2026-01 PUD – Planned Unit Development, North Hyland/Carol Street and LU 2026-02 Partition North Hyland Lane, both were deemed incomplete. Staff requested additional information from both applicants.

Parks

Hall O'Regan Memorial Plaque was installed at Paul Fisher Park. Parks and Recreation Committee would like to have a Dedication Ceremony during Lowell Beautification Event.

Covered Bridge IGA with Lane County

Nothing new at this time.

Update on Sale of Old City Hall

Updates, if there are any, will be provided at the meeting.

Grants

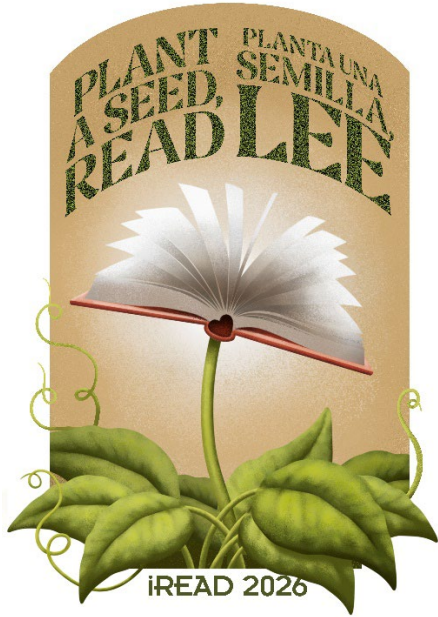
Staff issued a letter of support to Lane County Public Works for the "Safe Streets and Roads for All (SS4A) Funding". The proposed projects for Lowell include installing intersections and curve warnings, traffic calming treatments in transmission zones, such as, approaching school zones and rural cities like Lowell. Additional treatments include optical speed bars, speed feedback signs and school zone beacons.

Staff submitted an application to ODOT for the Small City Allotment Grant. The project submitted was Everly, Loftus and East Main Street. This is listed at project #3 in the Pavement Preservation Plan.

Questions from the Council

Library Director's Report
May 2026

1. Summer Reading
 - a. June 16- Aug 8
 - b. I completed the first draft of the summer reading schedule. (attached)
 - c. Outlined programs and craft projects.
 - d. Booked a performer for August 8
2. Oregon Library Conference
 - a. Attended several informative sessions.
 - b. Best marketing practices require a staff person who is well embedded in the community and very outgoing.
3. Budgeting
 - a. Submitted budget request for FY 26/27
4. Coming events
 - a. Community dinner at the Grange June 13
 - b. Summer reading begins June 16.
 - c. Peggy's vacation Aug 12-25



Maggie Osgood Library



70 N Pioneer St
Lowell, OR 97452
541 937 2157

Peggy.okane@lowellorgeon.gov

Celebrate summer and reading at the Maggie Osgood Library!
From June 16 through Aug 8, there will be activities & stories.
Sat 6/20 A music performance & making our own music.

- ❖ Tuesday's story time will be at 10:30 followed by crafts.
Tuesday afternoons there will be a memoir writing group
for teens and adults. 3:30- 4:30
- ❖ First Wednesday of July and August family board games
and puzzles 5:30 – 7:00
- ❖ On Saturdays we will have crafts, and sing along with
Tony. 12 -1



Sat Aug 8. Alseny Yansane a member of
the Oregon Culture Keepers will share
Guinean Drumming and Dance with us
at 10:30 am.

Date	Title	Time
Tue 6/16 – 7/7	Reading Logs available	
Tue 6/16	Writing your life, for teens and adults	3:30 – 4:30
Sat 6/20	Interactive music celebration with Tony Moreci	10:30- Noon
Tue 6/23	Cardboard craftiness	Begins 10:00 am
	Writing your life, for teens and adults	3:30 – 4:30
Sat 6/27	Creating Lovely Stones	
	Music with Tony & Friends	Noon- 1:00
Tue 6/30	4 th of July crafts	Begins 10:00 am
	Writing your life, for teens and adults	3:30 – 4:30
Wed 7/1	Family puzzles & games	5 – 7 p.m.
Sat 7/4	Closed	
Tue 7/7	Chalk Games	Begins 10:00 am
	Writing your life, for teens and adults	3:30 – 4:30
Sat 7/11	Scavenger Hunt	Begins 10:00 am
	Music with Tony & Friends	Noon- 1:00
Tue 7/14	Painting the wall	Begins 10:00 am
	Writing your life, for teens and adults	3:30 – 4:30
Sat 7/18	Planting succulents	
	Music with Tony & Friends	Noon- 1:00
Tue 7/21	No activities Booksale set-up	
Sat 7/25	Booksale	
Tue 7/28	Crafts from kits	10 am – 12:30 pm
	Writing your life, for teens and adults	3:30 – 4:30
Sat. 8/1	Gardening	
	Music with Tony & Friends	Noon- 1:00
Tue 8/4	Beading Beauty	Begins 10:00 am
Wed 8/5	Family puzzles & games	5 – 7 p.m.
Sat 8/8	Celebration with Alseny Yansane Guinean Drumming and Dance	10:30- 11:15 am

Lane County Sheriff Call Log - March 2026

Date	Time	Incident Type	Call Type	Location
4/15/2026	7:32:47 AM	SUSPICIOUS	SUSPICIOUS VEHICLE	200 BLK N PIONEER ST
4/18/2026	12:12:58 PM	VANDALISM	CRIMINAL MISCHIEF	100 BLK W MAIN ST
4/21/2026	1:40:25 PM	VEHICLE	UNLAWFUL USE OF VEHICLE	400 BLK S PIONEER
4/21/2026	4:27:49 PM	OTHER	ARREST	600 BLK N MOSS ST
4/21/2026	10:29:42 PM	SUSPICIOUS	SUSPICIOUS CONDITIONS	100 BLK S PIONEER ST
4/22/2026	7:46:42 AM	SUSPICIOUS	SUSPICIOUS CONDITIONS	100 BLK E 4TH ST
4/25/2026	12:19:30 AM	ANIMAL	DEAD ANIMAL	N MOSS ST
4/26/2026	3:18:37 PM	ACCIDENT	MOTOR VEHICLE ACCIDENT	NORTH SHORE DR
4/26/2026	10:33:11 PM	WELFARE	OPENDOOR	500 BLK SUNRIDGE LN
4/28/2026	6:51:41 PM	TRAFFIC	ILLEGAL DIRT BIKES	N MOSS ST

CITY OF
Lowell

The logo for the City of Lowell features the words "CITY OF" in a small, black, sans-serif font above the word "Lowell" in a large, black, serif font. A thick, blue, wavy line, resembling a river or water, flows horizontally through the middle of the letters of "Lowell".

Strategic Plan
2026 - 2030

A Solid Foundation for an Intentional Future...

At the City of Lowell, our efforts are focused and intentional. The City's five-year Strategic Plans translate our vision and mission into an actionable strategy to guide our organization's work and commitment of resources. The Plan's goals, objectives, and work plans allows us to be transparent, focus our efforts, and be accountable for our results.

The Strategic Plan is a collaborative effort that is led by the City Council's leadership, influenced by resident feedback obtained from master plans, reflective of staff contributions, and aligned with other important long-term efforts such as the Lowell Comprehensive Plan.

The Strategic Plan is an evolving document. At the beginning of each year the Plan is updated to remove, add, or modify initiatives. At the end of the year a report is submitted to the City Council and provided to the public to ensure accountability.



Figure 1: Rolling Rock Park looking east

VISION

A rural lakeside community, with a high quality of life, great outdoor activities, proud of our history, looking forward to the future through a responsive government.

MISSION

A historical rural city surrounded by nature's beauty on the north side of Dexter Lake where all people are valued, encouraged, and appreciated for their diversity. We desire to maintain the rural and historical character of the city, while striving to be a city where people want to live, work, and enjoy the outdoors by providing:

- An efficient, effective government that is open and responsive to the needs of the community.
- The highest quality public services, including water and sewer.
- Transparent and accountable fiscal practices.
- A commitment to excellence by City staff and elected officials.
- Community development that enriches, while maintaining and enhancing the overall quality of life.
- A safe and healthy, welcoming atmosphere, including recreational opportunities.
- Protection of environmental resources.

GOALS

The Plan incorporates five goals adopted from the City Council mission statement. The overall health of the City depends on our collective ability to successfully accomplish each of these Goals concurrently:

1.Organizational Excellence

Foster a transparent organization of employees challenged to provide high quality, responsive, and innovative services efficiently and effectively.

2.Fiscal Responsibility

Provide accurate, dependable financial records and promote effective and efficient use of resources by employing sound budgeting practices, prioritizing spending and managing program activities.

3.Dependable Infrastructure and Equipment

Provide safe, clean, well-maintained and dependable infrastructure and equipment +supported by fair and equitable fiscal policy.

4.Sustainable Development

Promote development that meets current needs without compromising future needs while balancing economic, social and environmental considerations.

5.Exceptional Quality of Life

Provide a safe and healthy, welcoming atmosphere, including recreational opportunities.



Figure 2: Lowell State Park Marina

OBJECTIVES

Several objectives are identified under each goal. The objectives refine the goals into broad action areas that support each goal.

WORK PLANS

These represent a set of initiatives, actions, or performance measures, which are designed to support the stated objectives. Work plans are implemented, tracked, and staff submits a quarterly status report to the City Council. Work plan initiatives are revised and prioritized by year to advance the objectives.



Figure 3: City Hall/ Maggie Osgood Library Sign

ORGANIZATIONAL EXCELLENCE

Foster a transparent organization of employees challenged to provide high quality, responsive, and innovative services efficiently and effectively.

1. OBJECTIVE - Enhance communication and public outreach with residents, businesses, and organizations.

WORK PLAN	2026	2027	2028	2029	2030
A. Present a report of official city communications using the website and other social media to the City Council.	●	●	●	●	●
B. Submit report to the City Council documenting collaborative efforts with other organizations.	●	●	●	●	●
C. Publish a monthly status report of ongoing and future projects to the City Council.	●	●	●	●	●
D. Conduct at least one citizen survey of programs and services.		●			
E. Host at least one virtual public workshop or meeting to engage residents and businesses.			●		
F. Update Work Plans included in the Strategic Plan.	●	●	●	●	●

2. OBJECTIVE - Improve the human resource capacity of the City by providing training opportunities and meaningful evaluation of staff.

WORK PLAN	2026	2027	2028	2029	2030
A. Ensure staff are evaluated annually, with meaningful recommendations and plans for professional development included.	●	●	●	●	●
B. Provide a summary report of staff evaluations to the City Council, indicating areas of strength and necessary improvement.	●	●	●	●	●
C. Develop a training program for all departments and submit report to the City Council.	●	●	●	●	●
D. Conduct annual market-based adjustments to the Salary Survey adopted by Council in April 2025. This includes a review of the Salary Step Scale, annual COLA/ CPI increases and an annual review of benefits as part of the employee compensation package.	●	●	●	●	●

Organizational Excellence, Continued

3. OBJECTIVE - Support the professional development of the governing body.

WORK PLAN	2026	2027	2028	2029	2030
A. Present training opportunities to the City Council on topics such as communication, teamwork, and ethics.	●	●	●	●	●
B. Hire consultant to draft a Governance Handbook for City Council to establish policies, procedures, and protocols.			●		
C. Identify resources and develop a councilor orientation handbook.		●			

4. OBJECTIVE - Adopt policies that support the goals and objectives of the strategic plan.

WORK PLAN	2026	2027	2028	2029	2030
A. Review the Lowell Revised Code, recommend editorial revisions, and report areas of emphasis to the City Council.	●	●	●	●	●
B. Establish a charter review committee to review and discuss potential changes to the Lowell Charter.			●		



Figure 4: Lowell Covered Bridge Annual Tree Lighting Event

FISCAL RESPONSIBILITY

Provide accurate, dependable financial records and promote effective and efficient use of resources by employing sound budgeting practices, prioritizing spending and managing program activities.

1. OBJECTIVE - Maintain financial records that are accurate, dependable, and inspire public trust.

WORK PLAN	2026	2027	2028	2029	2030
A. Provide monthly and quarterly financial reports consistent with the Financial Management Policies.	●	●	●	●	●
B. Maintain an unrestricted cash balance in the operating funds of at least 15%.	●	●	●	●	●
C. Submit the Annual Financial Report to the Oregon Secretary of State by December 31.	●	●	●	●	●
D. Update the City's Financial Management Policies.	●				
E. Update the City's Fixed Asset Policies.	●				
F. Update the City's Internal Control Policies.		●			

2. OBJECTIVE Develop a balanced budget and sustainable revenues to support general operations and planned capital improvements.

WORK PLAN	2026	2027	2028	2029	2030
A. Evaluate revenue streams for sustainability and propose revisions and/or changes necessary for maintenance, repair, and operations.	●	●	●	●	●
B. Review Master Fee Schedule each year as part of the budget process.	●	●	●	●	●
C. Review utility rates and SDC fees annually for market-based adjustments.	●	●	●	●	●
D. Review Capital Improvement Plan annually.	●	●	●	●	●
E. Submit proposed budget document to the Budget Committee in May each year.	●	●	●	●	●
F. Submit application for the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award Program.	●	●	●	●	●

DEPENDABLE INFRASTRUCTURE

Provide safe, clean, well-maintained, and dependable infrastructure.

- 1. OBJECTIVE** - Meet or exceed Federal and State water, sewer, and stormwater regulatory requirements and standards.

WORK PLAN	2026	2027	2028	2029	2030
A. Meet or exceed sewer discharge permit requirements.	●	●	●	●	●
B. Meet or exceed water quality requirements.	●	●	●	●	●
C. Meet or exceed stormwater quality requirements.	●	●	●	●	●
D. Submit annual water report to the City Council and residents.	●	●	●	●	●
E. Submit annual stormwater report to the City Council.	●	●	●	●	●
F. Complete update of the Stormwater Master Plan.	●	●			
G. Update 5-Year Total Maximum Daily Load (TMDL) Plan and submit to Oregon Department of Environmental Quality.		●			

- 2. OBJECTIVE** - Plan and develop new facilities and infrastructure to meet current and long-range needs.

WORK PLAN	2026	2027	2028	2029	2030
A. Submit an annual 5-Year Capital Improvement Plan to the City Council as part of the budget process.	●	●	●	●	●
B. Report to the City Council on grants or other funding available or submitted to fund the 5-Year CIP.	●	●	●	●	●
C. Implement objectives in the Water Master Plan.	●	●	●		
D. Implement objectives in the Wastewater Master Plan.			●	●	●
E. Implement objectives in the Streets Master Plan.	●	●			
F. Complete the Safe Routes to School Project.					

Dependable Infrastructure, Continued

3. OBJECTIVE - Reduce the lifecycle costs of equipment, facilities, and infrastructure by supporting a preventative maintenance program.

WORK PLAN	2026	2027	2028	2029	2030
A. Perform a quarterly maintenance inspection of the facilities.	●	●	●	●	●
B. Submit annual facility maintenance report to the City Council by December 31.	●	●	●	●	●
C. Develop Geographic Information System (GIS) database of existing infrastructure including water, sewer, stormwater, and streets.	●				
D. Document maintenance for all facilities, vehicles, and equipment.	●	●	●	●	●

4. OBJECTIVE - Provide stable revenue and project management for infrastructure needs.

WORK PLAN	2026	2027	2028	2029	2030
A. Complete Utility Rate Study	●	●			
B. Review Master Plans Annually	●	●	●	●	●
C. Apply for Small City Allotment Program Annually	●	●	●	●	●



Figure 5: Public Works Pickup Truck Purchased in 2026

SUSTAINABLE DEVELOPMENT

Promote development that meets current needs without compromising future needs while balancing economic, social, and environmental considerations.

1. OBJECTIVE - Provide a high-quality built environment and support diverse neighborhoods through effective planning and zoning practices.

WORK PLAN	2026	2027	2028	2029	2030
A. Review land use planning application process. Develop and implement any needed improvements to the process.	●	●	●	●	●
B. Add a "Parks and Open Spaces" check for new residential subdivisions to ensure the level of service standard is met.	●				
C. Engage stakeholders regarding availability of housing for families that meet Low-to-Moderate Income (LMI) requirements and report to Council.			●		
D. Update the Lowell Land Development Code with recommendations from the Department of Land Conservation and Development (DLCD) Code Assistance project.		●			
E. Identify/apply for grants to complete a Transportation Master Plan.	●	●			
F. Review grants to update the buildable lands inventory for all residential, commercial, and industrial properties.			●		

2. OBJECTIVE - Create a welcoming business environment and assist with development, retention, and relocation efforts.

WORK PLAN	2026	2027	2028	2029	2030
A. Review the System Development Charges deferment program.	●	●			
B. Re-establish the community grant program aimed at helping local business generate tourism in Lowell.	●				
C. Consider recommendations of the Small Business Organizational Assistance Report completed by Rural Development Initiative (RDI).			●		

EXCEPTIONAL QUALITY OF LIFE

Provide a safe and healthy, welcoming atmosphere, including recreational activities.

1. OBJECTIVE - Develop and maintain parks and recreation facilities for all residents.

WORK PLAN	2026	2027	2028	2029	2030
A. Conduct a monthly safety inspection of parks and open spaces.	●	●	●	●	●
B. Facilitate disposition of surplus properties.	●				
C. Develop green space connectivity plan.		●			
D. Maintain useability of the Railroad Corridor Trail.			●		
E. Complete construction of Paul Fisher Park – Phase 1.		●			
F. Pursue funding to support the development of a dock for non-motorized boats on Northeast side of Dexter Reservoir.		●			

2. OBJECTIVE - Provide diverse recreation and library programming for all residents.

WORK PLAN	2026	2027	2028	2029	2030
A. Host or financially support community events each year that cater to all residents.	●	●	●	●	●
B. Encourage families to attend Community events through advertising in print and social media.	●	●	●	●	●

3. OBJECTIVE - Improve public safety by enhancing public outreach and emergency preparedness planning.

WORK PLAN	2026	2027	2028	2029	2030
A. Provide reports on speeding from the new radar speed sign.	●	●	●	●	●
B. Submit a monthly code status report to the City Council.	●	●	●	●	●
C. Partner with the Fire Department and School District to conduct emergency preparedness exercises.	●	●	●	●	●
D. Coordinate with Lane County Emergency Management to develop and adopt a hazard mitigation plan.		●			
E. Setup remote access for video surveillance.		●			

Exceptional Quality of Life, Continued

4. OBJECTIVE - Encourage community enhancement by providing opportunities, incentives, and support.

WORK PLAN	2026	2027	2028	2029	2030
A. Host annual events to support community enhancement.	●	●	●	●	●
B. Provide an annual report on the Yard of the Month, Community Grant, and cleanups.	●	●	●	●	●



Figure 5: Yard of the Month Award July 2025.

City Council Goals

Fiscal Year 2025-2026

The City Council and administrative staff worked together to identify goals and strategies for 2025-26 that will build on the work and success of previous years, while also addressing new challenges and shifting community needs. The City will begin work on these goals in addition to maintaining high-quality core City services and completing prior goals and work plans that are still in progress.

1 Organizational Excellence

Foster a transparent, nimble organization of employees challenged to provide high quality, responsive, and innovative services efficiently and effectively

1.1 Enhance Communication and Public Outreach

- 1.1.1 Provide timely updates on ongoing projects, initiatives and major developments
- 1.1.2 Maintain working relationships between Council, staff and key community stakeholders
- 1.1.3 Measure community satisfaction through customer reviews, website activity and/or surveys

1.2 Establish a Community Coordinator

- 1.2.1 Identify scope of position
- 1.2.2 Establish selection committee and process

2 Fiscal Responsibility

Provide accurate, dependable financial records and promote effective and efficient use of resources by employing sound budgeting practices, prioritizing spending and managing program activities

2.1 Seek Funding Opportunities

- 2.1.1 Seek grant opportunities for Code Enforcement, Caboose Maintenance, Pioneer/ E Main Street Safety Improvements, and master plan updates
- 2.1.2 Funding opportunities for water and sewer master planned improvements

2.2 Maintain Ending Balances and Reserves

- 2.2.1 Budget appropriate reserves in accordance with finance policy and needed fund balance requirements
- 2.2.2 Track ending and reserve balances

2.3 Sell Former City Hall

- 2.3.1 Contract with Broker/ Agent
- 2.3.2 Create decision criteria and evaluate offers
- 2.3.3 Facilitate sale of property

2.4 Complete Updated Internal Controls Policy

- 2.4.1 Council review of draft policy
- 2.4.2 Incorporate Council changes/ suggestions to create final document
- 2.4.3 Council approval of new policy

2.5 Create/ Update Surplus Property Inventory

- 2.5.1 Identify all surplus real property owned by the City of Lowell
- 2.5.2 Evaluate surplus property and prioritize properties to sell
- 2.5.3 Create a plan of action for surplus property

2.6 Equipment for In-House Operations

- 2.6.1 Identify needs for equipment where contract services are currently required
- 2.6.2 Identify funding sources and create an implementation plan
- 2.6.3 Share and collaborate (ORWAN)
- 2.6.4 Sourcing of needed equipment

3 Dependable Infrastructure

Provide safe, clean, well maintained and dependable infrastructure

3.1 Master Plan Updates

- 3.1.1 Create a detailed inventory of Master Plan documents and update history
- 3.1.2 Generate a specific update process for each plan
- 3.1.3 Update plans and adopt by Council

City Council Goals

Fiscal Year 2025-2026

3 Dependable Infrastructure *(continued)*

3.2 SDC Updates

- 3.2.1 Develop scope of services
- 3.2.2 Review SDC fees during the final development stage of each master plan
- 3.2.3 Adopt updated SDC fees and implement after each master plan update
- 3.2.4 Apply annual ENR-CCI (Engineering News-Record Construction Cost Index) increase to all SDC's

3.3 Rate Study

- 3.3.1 Receive scope from SDC Study
- 3.3.2 Complete the rate study after adoption of the master plan and SDC updates
- 3.3.3 Adopt fees as necessary by resolution

3.4 Pioneer/ East Main Street Safety Improvements

- 3.4.1 Collaborate with Lane County
- 3.4.2 Seek Funding
- 3.4.3 Implementation/ Generate Improvements

4 Sustainable Development

Development that meets current needs without compromising future needs while balancing economic, social and environmental considerations

4.1 Land Use Code Updates

- 4.1.1 Identify necessary code updates
- 4.1.2 Collaborate with Lane Council of Governments to outline update requirements
- 4.1.3 Gather community Input

4.2 Buildable Land Inventory

- 4.2.1 Identify buildable land inventory
- 4.2.2 Create an outreach program to bridge between development opportunities and buildable land
- 4.2.3 Investigate options to collaborate with developers to encourage new businesses and economic opportunities

5 Exceptional Quality of Life

Provide a safe and healthy, welcoming atmosphere, including recreational opportunities

5.1 Code Enforcement

- 5.1.1 Monitor code violations on a quarterly basis
- 5.1.2 Follow up with non-compliance
- 5.1.3 Improve community member complaint process
- 5.1.4 Provide information and status updates to City Council

5.2 Explore low-cost community programming through partnerships

- 5.2.1 Explore coordination with neighboring communities to complement existing events and identify opportunities
- 5.2.2 Support and grow family-friendly events in partnership with other community groups
- 5.2.3 Prioritize low-cost, high-impact activities that increase community engagement

5.3 Caboose Repairs

- 5.3.1 Identify repair needs
- 5.3.2 Approach funding sources
- 5.3.3 Execute repairs

5.4 Permanent Christmas Trees

- 5.4.1 Assign task to Parks Committee
 - 5.4.1.1 Determine options/ interest
 - 5.4.1.2 Parks Committee makes a recommendation to City Council