



Annual Operating Budget
Fiscal Year 2019 - 2020

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Introduction and Overview

Budget Committee

City Council	Term Expires
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Gail Harris	December 31, 2020
Patricia Angelini	December 31, 2020
Tim Stratis	December 31, 2022
Samantha Dragt	December 31, 2020
Don Bennett	December 31, 2022

Appointed Members	Term Expires
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Lon Dragt	December 31, 2021
Gerry Burr	December 31, 2019
Bill George	December 31, 2020
Maureen Weathers	December 31, 2019
John Myers	December 31, 2021

Budget Calendar

- April 1** Budget Work Plan Instructions Submitted to Departments
- April 8** Budget Work Plans Returned to Budget Officer
- April 15
(Send April 8)** Publish Notice of Budget Committee Meeting and Notice of Public Hearing Regarding City's Use of State Shared Revenue in the Eugene Register-Guard. Post the notices on the City Website and Facebook.
- April 29** First Budget Committee Meeting
- Elect Budget Committee Officers
 - Receive Budget Message and Proposed Budget
 - Public Comment on the Proposed Budget
 - Public Hearing on the Proposed Use of State Shared Revenues
 - Deliberations on the Proposed Budget
 - Recommendation of the Budget to the City Council
- May 13** Second Budget Committee Meeting – If Necessary
- May 21
(Send May 14)** Publish Notice of Budget Hearing and Notice of Public Hearing Regarding City's Use of State Shared Revenues in the Eugene Register-Guard. Post the notices on the City Website and Facebook.
- June 4** Special City Council Meeting
- Public Hearing on the Budget Approved by the Budget Committee
 - Public Hearing on the Proposed Use of State Shared Revenues
 - Discuss Budget Approved by the Budget Committee
 - Discuss Proposed Use of State Shared Revenues
 - Approve Resolution Certifying Services and Electing to Receive State Shared Revenues
 - Approve Resolution Adopting Budget, Imposing and Categorizing Tax
- July 5** Submit Tax Certification Documents and Copy of All Budget Documents to the County Clerk

City Administrator's Budget Message

April 22, 2019

Dear Mayor, Council and Citizens of Lowell:

I am pleased to present the Fiscal Year 2019-20 Budget for the City of Lowell, Oregon. This budget has been thoughtfully prepared to facilitate the implementation of City Council priorities and the ongoing provision of services to Lowell residents. The total budget appropriations for 2019-20 are \$4,111,714, which represents a 216% increase over the 2018-19 Budget. An additional \$40,948 has been reserved for future expenditure or to meet debt obligation requirements.

Key Policy Issues

Staff identified several key policy issues to be addressed in the 2019-20 Budget. These were developed to take a broader look at the implications of the funding for the proposed and subsequent budget years. The following points summarize these issues:

- **Maintaining the current property tax rate.** The City of Lowell has a property tax rate of \$2.16 per \$1,000 in taxable value. This is the lowest property tax rate of any municipality in Lane County. Reducing the pressure on property taxes was a key consideration in developing the 2019-20 Budget.
- **Maintaining financial stability.** In April 2016, the City Council adopted Resolution 644, which established criteria to assess the financial health of the City. The policy sets a minimum reserve of 17% (3 months) of budgeted operating expenditures. For 2019-20, the General, Water, Sewer and Street funds are projected to exceed the minimum reserve requirement.
- **Emphasizing training and innovation.** A common theme that has emerged in recent years is that governments are going to have to find a way “to do more with less”. To make this happen requires well-trained employees that are engaged in their profession. This proposed budget maintains our investment in employee training and professional memberships.
- **Investing in infrastructure.** The proposed budget includes significant investments in public infrastructure, including smart water meters, grind and overlay of Main Street from Pioneer Street to Moss Street, Rolling Rock Park improvements, Maggie Osgood Library improvements, and construction of the Cannon Street Festival Area. Total investment is estimated at \$1,815,498, which is comprised of \$1,202,000 in grant funds and \$613,498 in City matching funds.

Economic Outlook

Certain assumptions are made when developing the budget. Chief among them is the broader economic outlook, which impacts projected revenues and expenditures. Per the most recent report published in March by the Oregon Office of Economic Analysis, the Oregon economy “continues to hit the sweet spot”. Further, “more Oregonians are working more hours and for higher pay, household incomes are reaching historic highs on an inflation-adjusted basis”. The report also notes that the economy will set a record for length of expansion this summer at ten (10) years old and the next recession is not yet seen in the data. As of March 2019, the Oregon unemployment rate remains at a near record low of 4.4%.

Growth Indicators

There are several indicators of growth tracked by staff each year. These include population, assessed value, and housing starts:

Indicators	2014	2015	2016	2017	2018
Population	1,060	1,065	1,070	1,070	1,075
Assessed Value	60,776,447	62,765,290	64,476,416	66,927,562	69,015,734
Housing Starts	3	3	1	7	12

Opportunities and Challenges

As we look toward the next budget year there are several notable opportunities and challenges the City may experience:

- **Lowell School District enrollment.** In 2018, Lowell Junior/Senior High School was ranked a Top 20 high school in Oregon. Continued improvement in the classroom and facilities has led to a steady increase in enrollment. The success of the District has resulted in additional housing starts and staff anticipates growth will accelerate in FY 2019-20 as school capital projects are completed.
- **Housing Shortage.** The City continues to experience a housing shortage. Last year the City Council approved an SDC deferral program to reduce upfront development costs. The Economic Development Committee will work to identify additional low-cost measures to accelerate housing development.
- **Oregon PERS.** Employer rates continue to climb to cover the pool’s unfunded actuarial liability. From 2015 to 2019, the City’s rate has nearly doubled from 9.34% to 17.24%. This amounts to an annual increase of \$24,999.

Level of Service

Each year the goal during the budget process is to improve services within our budget constraints. For the 2019-20 year, the following service enhancements are proposed:

- **Library Operations.** The budget includes funding for a part-time (16 hours per week) Librarian to manage daily operations, recruit, and train volunteers. Additional funding is also provided for a new library management system (allowing patrons access to inter-library loans), digital media, and regular programming.
- **Parks Maintenance.** Earlier this month the City ordered a tractor with loader, box blade, and mower attachments to enhance facility and parks maintenance. The proposed budget also includes funding for a commercial grade zero-turn mower and other turf management equipment to improve parks maintenance.
- **Street Maintenance.** An allocation of \$10,000 is included for crack sealing and slurry seal. This is in addition to \$120,000 for the grind and overlay of Main Street from Pioneer Street to Moss Street. The new tractor will also be used to maintain gravel streets and alleys.

Projected Revenues

CITY OF LOWELL SUMMARY OF REVENUES, BY FUND JULY 1, 2019 - JUNE 30, 2020					
FUND	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
GENERAL FUND	271,164	297,048	1,158,014	1,134,211	1,388,458
STREET FUND	70,433	73,637	79,659	80,323	500,980
WATER FUND	274,766	308,564	323,038	337,618	533,355
SEWER FUND	330,777	385,395	354,274	388,546	408,160
SDC FUND	6,737	67,550	-	-	-
PARKS SDC FUND	-	-	15,171	8,822	9,043
TRANSPORTATION SDC FUND	-	-	9,160	5,316	5,449
WATER SDC FUND	-	-	58,788	43,206	36,627
SEWER SDC FUND	-	-	17,971	11,466	11,753
STORMWATER SDC FUND	-	-	9,868	5,993	6,142
EQUIPMENT FUND	-	16,684	-	-	-
BBJ FESTIVAL FUND	22,199	20,818	21,410	17,598	26,480
DEBT RESERVE FUND	-	-	-	-	-
WATER RESERVE FUND	-	-	-	-	-
SEWER RESERVE FUND	-	-	-	-	-
TOTAL REVENUES	976,076	1,169,696	2,047,353	2,033,099	2,926,446

As shown in the table above, the 2019-20 Budget anticipates collecting \$2,926,446 in revenues, which excludes estimated beginning cash balances and transfers. This represents a \$879,093, or 43%, increase over the 2018-19 Budget. Major changes in revenue include the following:

- \$750,000 – Budgeted grant funding for Rolling Rock Park Improvements
- \$300,000 – Budgeted grant funding for Maggie Osgood Library Improvements
- \$100,000 – Approved grant funding for the Main Street grind and overlay project
- \$50,000 – Budgeted grant funding for the Cannon Street Festival Area

Projected Expenditures

CITY OF LOWELL SUMMARY OF EXPENDITURES, BY FUND JULY 1, 2019 - JUNE 30, 2020					
FUND	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
GENERAL FUND	216,688	240,835	1,257,933	1,125,839	1,558,723
STREET FUND	67,149	70,222	175,916	102,956	511,212
WATER FUND	295,047	323,065	375,509	325,675	613,221
SEWER FUND	303,793	293,211	368,574	338,307	504,743
SDC FUND	-	-	-	-	-
PARKS SDC FUND	-	-	2,000	-	55,556
TRANSPORTATION SDC FUND	-	-	2,000	-	33,951
WATER SDC FUND	-	-	2,000	-	276,087
SEWER SDC FUND	-	-	2,000	-	139,136
STORMWATER SDC FUND	-	-	2,000	-	36,475
EQUIPMENT FUND	18,993	-	53,579	53,579	22,035
BBJ FESTIVAL FUND	18,436	22,970	23,790	22,450	26,390
DEBT RESERVE FUND	-	-	-	-	-
WATER RESERVE FUND	-	-	-	-	-
SEWER RESERVE FUND	-	-	-	-	-
TOTAL EXPENDITURES	920,106	950,302	2,265,301	1,968,805	3,777,529

As shown in the table above, total expenditures for the 2019-20 Budget are significantly higher than the 2018-19 Budget. Expenditures are budgeted at \$3,777,529, for an increase of \$15,12,228, or 67%. This amount does not include transfers, reserves, or contingency. Major changes in expenditures include the following:

- \$790,000 – Budgeted for Rolling Rock Park Improvements
- \$541,205 – SDC funds are budgeted as Capital Outlay instead of held in Reserve
- \$392,000 – Budgeted for Maggie Osgood Library Improvements
- \$338,498 – Budgeted for the Cannon Street Festival Area
- \$175,000 – Budgeted for an automated meter reading system
- \$120,000 – Budgeted for the Main Street grind and overlay project

It important to note that, while funds may be appropriated and available for capital expenditure, the City does not plan to use the entire appropriations. These items are budgeted to provide capital project and equipment funding, including grant matching funds, and may only be expended on capital purchases with the prior approval of the City Council.

Capital Improvement Plan (CIP)

The CIP is a five-year plan designed to improve the City's buildings, infrastructure and equipment. Projects and equipment included in the plan have an acquisition cost more than \$5,000. Smaller equipment purchases are included in the budget as non-capitalized assets. The proposed 2019-20 CIP includes \$1,815,498 in projects and equipment.

Debt Management

All external debt issues have been compiled into an annual debt service schedule (see Appendix). For 2019-20, the City will have a debt service of \$155,658 of which \$32,269 will be paid from the General Fund, \$67,311 from the Water Fund, \$54,463 from the Sewer Fund, and \$1,615 from the Street Fund.

Conclusion

Over the last three years we have made notable improvements in our financial operations, parks maintenance, water and sewer treatment. This trend will follow into the 2019-20 Budget year. Staff will invest more time in training and remain engaged in our field-specific professional associations to learn new skills and techniques. Our budget document will continue to evolve as well, becoming more of a tool to evaluate the performance of departments and programs. Through this culture of innovation and, hard work, we will provide the highest level of service at the lowest possible cost to the citizens of Lowell.

Acknowledgements

The services we provide are only as good as the people we have working with us. We have a very dedicated and experienced workforce. On behalf of all our employees, we would like to express our appreciation and gratitude to the City Council for their service to the Lowell community. A special thank is also extended to our advisory boards and many volunteers for their dedication and support. We look forward to implementing the Fiscal Year 2019-20 Budget within the parameters herein established.

Respectfully submitted,

Jared Cobb
City Administrator

Financial Summaries

CITY OF LOWELL
ALL FUNDS, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	768,913	904,482	1,056,630	1,123,685	1,185,978
REVENUES	976,076	1,169,696	2,047,353	2,033,099	2,926,446
INTERFUND TRANSFERS	122,412	51,868	442,505	428,647	40,237
TOTAL RESOURCES	1,867,401	2,126,045	3,546,488	3,585,432	4,152,661
REQUIREMENTS					
PERSONAL SERVICES	395,691	421,180	490,410	427,371	510,485
MATERIALS AND SERVICES	363,048	370,036	625,190	583,709	721,783
CAPITAL OUTLAY	44,084	42,442	1,025,708	833,734	2,382,281
DEBT SERVICE	117,283	116,644	115,993	115,991	155,479
INTERFUND TRANSFERS	70,067	51,868	442,505	430,649	40,237
CONTINGENCY	-	-	285,892	-	301,448
RESERVED	385,707	50,817	560,790	520,851	40,948
TOTAL REQUIREMENTS	1,375,880	1,052,987	3,546,488	2,912,304	4,152,662

CITY OF LOWELL
GENERAL FUND SUMMARY, BY DIVISION
JULY 1, 2019 - JUNE 30, 2020

	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	123,608	184,077	179,407	225,395	231,767
REVENUES	271,164	297,048	1,158,014	1,134,211	1,388,458
INTERFUND TRANSFERS	10,421	-	-	-	-
TOTAL RESOURCES	405,193	481,125	1,337,421	1,359,606	1,620,225
REQUIREMENTS					
ADMINISTRATION	87,988	92,900	512,767	429,909	182,987
PARKS AND RECREATION	41,253	37,053	527,095	507,998	851,891
POLICE	21,000	30,200	29,106	29,106	35,561
COMMUNITY DEVELOPMENT	35,265	42,730	130,194	109,389	68,327
LIBRARY	4,680	7,789	7,679	5,250	339,929
CODE ENFORCEMENT	9,140	10,173	16,560	12,623	14,738
TOURISM	3,096	9,695	12,850	11,455	11,350
MUNICIPAL COURT	14,266	10,294	13,682	12,110	14,170
NON-DEPARTMENTAL	4,428	14,895	87,488	10,000	101,271
TOTAL REQUIREMENTS	221,116	255,730	1,337,421	1,127,839	1,620,225

General Fund

Administration

Description

The Administration Department is led by the City Administrator. This position is appointed by the City Council to receive and implement policy direction from the Council as established at Council meetings. The position is supported by the City Clerk and Public Works Director. Department services include general administration, finance, human resources, information technology, City Hall maintenance, utility billing, customer service, and City Council support.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	32,372	35,143	40,754	38,429	36,384
MATERIALS AND SERVICES	46,284	40,305	57,795	82,518	56,603
CAPITAL OUTLAY	9,332	17,452	414,218	308,962	90,000
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	87,988	92,900	512,767	429,909	182,987

2018-19 Accomplishments

- Received a clean audit report.
- Completed implementation of the City's municipal finance software.
- Launched new online billpay system.
- Settled City Hall roof and siding litigation for \$330,000.

2019-20 Work Plan

- Complete the Community Facilities Study.
- Update the Employee Handbook.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.15	0.15	0.15	0.15	0.20
CITY CLERK	0.10	0.10	0.10	0.10	0.10
LIBRARIAN	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.05	0.05	0.05	0.05	0.00
UTILITY WORKER 1	0.05	0.05	0.05	0.05	0.00
UTILITY WORKER 2	0.05	0.05	0.05	0.05	0.00
MAINTENANCE WORKER 1	0.03	0.03	0.03	0.03	0.06
	0.43	0.43	0.43	0.43	0.36

General Fund

Parks and Recreation

Description

The Public Works Department is responsible for the management of the Parks and Recreation Division. Services include the development, construction, and maintenance of parks facilities, as well as recreation programming.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	23,466	25,265	29,289	25,614	39,088
MATERIALS AND SERVICES	17,787	11,789	62,806	55,883	22,803
CAPITAL OUTLAY	-	-	435,000	426,500	790,000
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	41,253	37,053	527,095	507,998	851,891

2018-19 Accomplishments

- Completed the Parks and Recreation Master Plan.
- Purchased property to accommodate the expansion of Rolling Rock Park.
- Partnered with local outfitter to establish Paddle Sports Day on Dexter Lake.

2019-20 Work Plan

- Secure grant funding for Rolling Rock Park Improvements.
- Complete Phase 1 of the Railroad Park Improvements to mitigate the wildfire hazard.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.05	0.05	0.05	0.05	0.05
CITY CLERK	0.00	0.00	0.00	0.00	0.00
LIBRARIAN	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.05	0.05	0.05	0.05	0.05
UTILITY WORKER 1	0.05	0.05	0.05	0.05	0.10
UTILITY WORKER 2	0.05	0.05	0.05	0.05	0.10
MAINTENANCE WORKER 1	0.28	0.28	0.28	0.28	0.31
	0.48	0.48	0.48	0.48	0.61

General Fund

Police

Description

The primary law enforcement agency for the City of Lowell is the Lane County Sheriff's Office. To supplement these services, the City also contracts with the City of Oakridge for an additional 480 patrol hours per year.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	21,000	30,200	29,106	29,106	35,561
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	21,000	30,200	29,106	29,106	35,561

2018-19 Accomplishments

- Completed and presented Public Safety Report.
- Posted community outreach materials and police reports on the City website.

2019-20 Work Plan

- Collaborate with the Lowell Fire Department and Lowell School District to develop a community emergency response plan.
- Purchase and install two mobile radar speed signs to raise awareness of and discourage speeding.

General Fund

Community Development

Description

The Community Development Division is part of the Administration Department and is led by the City Administrator. A contract City Planner, Building Inspector, and City Engineer offer support and technical assistance. Division services includes planning, economic development, subdivision review, building permits, and engineering.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	12,898	14,051	16,208	14,636	10,670
MATERIALS AND SERVICES	22,367	28,679	113,986	94,753	57,657
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	35,265	42,730	130,194	109,389	68,327

2018-19 Accomplishments

- Implemented a System Development Charges (SDC) deferment program to reduce upfront development costs.
- Secured \$5,000 grant from the Ford Family Foundation to explore interest in a regional economic development or chamber organization.
- Secured part-time Oregon RAIN Venture Catalyst to assist local startup businesses.
- Completed the Downtown Master Plan.

2019-20 Work Plan

- Amend the Land Development Code to incorporate policies and recommendations of the Downtown Master Plan.
- Complete major update of the 2003 Public Works Construction Standards.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.10	0.10	0.10	0.10	0.05
CITY CLERK	0.05	0.05	0.05	0.05	0.05
LIBRARIAN	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 1	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 2	0.00	0.00	0.00	0.00	0.00
MAINTENANCE WORKER 1	0.00	0.00	0.00	0.00	0.00
	0.15	0.15	0.15	0.15	0.10

General Fund

Library

Description

The Library provides a program of public library service which makes resources available to residents for lifelong learning, access to information, and leisure. This includes a print collection of over 10,000 books, audio books, DVDs, as well a computer lab and educational programming.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	15,557
MATERIALS AND SERVICES	4,680	7,789	7,679	5,250	22,372
CAPITAL OUTLAY	-	-	-	-	302,000
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	4,680	7,789	7,679	5,250	339,929

2018-19 Accomplishments

- Conducted two book sales to dispose of surplus print books, audio books, and DVDs.
- Purchased building to serve as the permanent home of the Maggie Osgood Library.

2019-20 Work Plan

- Complete building renovations and host grand opening for the Maggie Osgood Library.
- Hire a part-time Librarian to manage daily operations, recruit, and train volunteers.
- Join the regional library consortium and participate in the interlibrary loan program.
- Develop regular programming for children, teens, and adults.
- Start a digital media collection.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.00	0.00	0.00	0.00	0.00
CITY CLERK	0.00	0.00	0.00	0.00	0.00
LIBRARIAN	0.00	0.00	0.00	0.00	0.40
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 1	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 2	0.00	0.00	0.00	0.00	0.00
MAINTENANCE WORKER 1	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.40

General Fund

Code Enforcement

Description

The Code Enforcement Division is part of the Public Works Department and is led by the Public Works Director. The Division is responsible for the administrative enforcement of technical codes, ordinances and regulations adopted by the City of Lowell. Services include quarterly code inspections and abatement.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	9,140	9,834	11,410	11,923	12,038
MATERIALS AND SERVICES	-	339	5,150	700	2,700
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	9,140	10,173	16,560	12,623	14,738

2018-19 Accomplishments

- Coordinated Lowell Beautification Day, comprised of volunteer parks projects and a drop off site for household items and green waste.
- Contracted with Lane County to provide animal control services.
- Implemented a Yard of the Month Program.

2019-20 Work Plan

- Research and implement software solution to improve case management.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.05	0.05	0.05	0.05	0.05
CITY CLERK	0.00	0.00	0.00	0.00	0.00
LIBRARIAN	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.05	0.05	0.05	0.05	0.05
UTILITY WORKER 1	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 2	0.00	0.00	0.00	0.00	0.00
MAINTENANCE WORKER 1	0.00	0.00	0.00	0.00	0.00
	0.10	0.10	0.10	0.10	0.10

General Fund

Tourism

Description

The Tourism Division utilizes funds from the Rural Tourism Marketing Program and Transient Room Taxes to:

- Support marketing efforts.
- Increase transient room tax revenues.
- Improve attractiveness of rural communities.
- Develop, advertise, and package rural Lane County attractions and group tour businesses that encourage extended overnight visits.
- Assist with rural area tourism staffing needs.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	3,096	9,695	12,850	11,455	11,350
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	3,096	9,695	12,850	11,455	11,350

2018-19 Accomplishments

- Community Grant Program provided funding to support the Pine Needlers Quilt Show and the Dexter Lake Farmers Market.
- Supported the Covered Bridge Holiday Tree Lighting event.

2019-20 Work Plan

- Develop new digital and print marketing materials to support recreational tourism.
- Partner with Travel Lane County to develop bicycle tour route of area covered bridges (Parvin, Lowell, Unity, Pengra).

General Fund

Municipal Court

Description

The Lowell Municipal Court is part of the Administration Department. This division is staffed by the Court Clerk and supported by a contract Municipal Judge and Bailiff. The office administers court proceedings and docketing, coordinates court matters with the Defendant, Judge, Finance Department, Oakridge Police, and other criminal justice and state agencies.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	8,326	9,053	10,407	9,396	10,670
MATERIALS AND SERVICES	5,940	1,242	3,275	2,714	3,500
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	14,266	10,294	13,682	12,110	14,170

2018-19 Accomplishments

- Court Clerk became a member of the Oregon Association for Court Administration.

2019-20 Work Plan

- Court Clerk to attend training provided the Oregon Association for Court Administration.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.05	0.05	0.05	0.05	0.05
CITY CLERK	0.05	0.05	0.05	0.05	0.05
LIBRARIAN	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 1	0.00	0.00	0.00	0.00	0.00
UTILITY WORKER 2	0.00	0.00	0.00	0.00	0.00
MAINTENANCE WORKER 1	0.00	0.00	0.00	0.00	0.00
	0.10	0.10	0.10	0.10	0.10

General Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	32,269
INTERFUND TRANSFERS	4,428	14,895	2,000	2,000	6,000
CONTINGENCY	-	-	77,488	-	60,502
RESERVED	-	-	8,000	8,000	7,500
TOTAL REQUIREMENTS	4,428	14,895	87,488	10,000	106,271

- Debt Service – The City will make its first loan payment on the new Library in April 2020.
- Interfund Transfer – One transfer to the Equipment Fund for the future purchase of vehicles and equipment.
- Contingency – This amount represents the projected cash carryover in the General Fund. Upon City Council approval, a transfer of up to 15% of General Fund expenditures is permissible during the budget year to cover unanticipated expenditures.
- Reserved – In 2015, property was donated to the City for a future public park. Funds were also donated for annual maintenance. Annually, the City expends approximately \$500 for mowing and trimming the property. The \$7,500 Reserve represents the funds held in reserve for future maintenance.

CITY OF LOWELL
WATER FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	98,873	151,833	129,142	139,109	145,115
REVENUES	274,766	308,564	323,038	337,618	533,355
INTERFUND TRANSFERS	78,179	7,715	-	-	-
TOTAL RESOURCES	451,818	468,112	452,180	476,727	678,470
REQUIREMENTS					
PERSONAL SERVICES	136,495	144,507	168,690	143,053	183,454
MATERIALS AND SERVICES	87,717	89,687	106,781	104,117	187,456
CAPITAL OUTLAY	6,754	24,790	35,955	14,424	175,000
DEBT SERVICE	64,081	64,080	64,083	64,082	67,311
INTERFUND TRANSFERS	4,938	5,938	5,938	5,938	9,938
CONTINGENCY	-	-	70,733	-	55,311
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	299,985	329,003	452,180	331,613	678,470

Water Fund

Water

Description

The Water Division is part of the Public Works Department. It is staffed by the Public Works Director, two utility workers, and one maintenance worker. Division services includes water plant operation, water plant maintenance, maintenance and repair of the distribution system. In addition, this budget also includes the administration for water operations and utility billing.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	136,495	144,507	168,690	143,053	183,454
MATERIALS AND SERVICES	87,717	89,687	106,781	104,117	187,456
CAPITAL OUTLAY	6,754	24,790	35,955	14,424	175,000
DEBT SERVICE	64,081	64,080	64,083	64,082	67,311
INTERFUND TRANSFERS	4,938	5,938	5,938	5,938	9,938
CONTINGENCY	-	-	70,733	-	55,311
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	299,985	329,003	452,180	331,613	678,470

2018-19 Accomplishments

- Completed the year without any major violations.
- Received 2nd Place in the Annual 12th Annual American Water Works Association Cascades to Coast Best Drinking Water Contest.

2019-20 Work Plan

- Exceed water quality permit requirements.
- Replace water meters and implement an automated meter reading system.
- Complete major update of the 2006 Water System Master Plan.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.25	0.25	0.25	0.25	0.28
CITY CLERK	0.40	0.40	0.40	0.40	0.40
LIBRARY	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.35	0.35	0.35	0.35	0.43
UTILITY WORKER 1	0.40	0.40	0.40	0.40	0.43
UTILITY WORKER 2	0.40	0.40	0.40	0.40	0.43
MAINTENANCE WORKER 1	0.13	0.13	0.13	0.13	0.09
	1.93	1.93	1.93	1.93	2.06

CITY OF LOWELL
SEWER FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	(22,887)	17,265	105,935	121,619	182,029
REVENUES	330,777	385,395	354,274	388,546	408,160
INTERFUND TRANSFERS	15,745	15,745	15,745	15,745	12,724
TOTAL RESOURCES	323,635	418,405	475,954	525,910	602,913
REQUIREMENTS					
PERSONAL SERVICES	136,065	144,511	168,689	143,677	183,454
MATERIALS AND SERVICES	107,772	95,985	124,020	114,632	225,003
CAPITAL OUTLAY	6,754	150	23,955	28,088	42,000
DEBT SERVICE	53,202	52,564	51,910	51,910	54,286
INTERFUND TRANSFERS	2,575	3,575	3,575	5,575	7,575
CONTINGENCY	-	-	103,805	-	90,595
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	306,368	296,786	475,954	343,882	602,913

Sewer Fund

Sewer

Description

The Sewer Division is part of the Public Works Department. It is staffed by the Public Works Director, two utility workers, and one maintenance worker. Division services includes sewer plant operation, sewer plant maintenance, maintenance and repair of the collections system. In addition, this budget also includes the administration for sewer operations and utility billing.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	136,065	144,511	168,689	143,677	183,454
MATERIALS AND SERVICES	107,772	95,985	124,020	114,632	225,003
CAPITAL OUTLAY	6,754	150	23,955	28,088	42,000
DEBT SERVICE	53,202	52,564	51,910	51,910	54,286
INTERFUND TRANSFERS	2,575	3,575	3,575	5,575	7,575
CONTINGENCY	-	-	103,805	-	90,595
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	306,368	296,786	475,954	343,882	602,913

2018-19 Accomplishments

- Completed the year without any major violations.
- Replaced the Alder Street lift station backup generator.
- Implemented green waste program to provide a local option for disposal of yard waste.

2019-20 Work Plan

- Exceed sewer discharge permit requirements.
- Complete major update of the 2001 Wastewater Facilities Plan.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.25	0.25	0.25	0.25	0.28
CITY CLERK	0.40	0.40	0.40	0.40	0.40
LIBRARY	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.35	0.35	0.35	0.35	0.43
UTILITY WORKER 1	0.40	0.40	0.40	0.40	0.43
UTILITY WORKER 2	0.40	0.40	0.40	0.40	0.43
MAINTENANCE WORKER 1	0.13	0.13	0.13	0.13	0.09
	1.93	1.93	1.93	1.93	2.06

CITY OF LOWELL
STREET FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	123,466	126,877	119,452	126,292	99,659
REVENUES	70,433	73,637	79,659	80,323	500,980
INTERFUND TRANSFERS	3,126	-	-	-	-
TOTAL RESOURCES	197,025	200,513	199,111	206,615	600,639
REQUIREMENTS					
PERSONAL SERVICES	36,929	38,816	44,963	40,643	19,169
MATERIALS AND SERVICES	27,969	31,355	67,952	60,132	52,388
CAPITAL OUTLAY	2,251	50	63,001	2,181	438,042
DEBT SERVICE	-	-	-	-	1,613
INTERFUND TRANSFERS	3,000	4,000	4,000	4,000	4,000
CONTINGENCY	-	-	19,195	-	85,427
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	70,149	74,222	199,111	106,956	600,639

Street Fund

Street

Description

The Streets Division is managed by the Public Works Department. This budget includes funds for the operation of street lights; maintenance of roads, alleys, and storm drains; street signs; and the planning and development of new stormwater, streets, and sidewalk infrastructure.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	36,929	38,816	44,963	40,643	19,169
MATERIALS AND SERVICES	27,969	31,355	67,952	60,132	52,388
CAPITAL OUTLAY	2,251	50	63,001	2,181	438,042
DEBT SERVICE	-	-	-	-	1,613
INTERFUND TRANSFERS	3,000	4,000	4,000	4,000	4,000
CONTINGENCY	-	-	19,195	-	85,427
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	70,149	74,222	199,111	106,956	600,639

2018-19 Accomplishments

- Performed annual storm drain cleaning projects.
- Approved contract with Lane County to expand street sweeping to all City streets.
- Received a \$100,000 grant to overlay Main Street from Pioneer Street to Moss Street.
- Completed a Pavement Preservation Plan.

2019-20 Work Plan

- Complete Main Street Overlay project.
- Secure funding, design, and complete Cannon Street Festival Area.

PERSONAL SERVICES					
POSITION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
CITY ADMINISTRATOR	0.05	0.10	0.10	0.10	0.05
CITY CLERK	0.00	0.00	0.00	0.00	0.00
LIBRARY	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS DIRECTOR	0.05	0.15	0.15	0.15	0.05
UTILITY WORKER 1	0.05	0.10	0.10	0.10	0.05
UTILITY WORKER 2	0.05	0.10	0.10	0.10	0.05
MAINTENANCE WORKER 1	0.13	0.06	0.06	0.06	0.00
	0.36	0.51	0.51	0.51	0.20

CITY OF LOWELL
BLACKBERRY JAM FESTIVAL FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	17,763	21,526	17,051	19,374	14,522
REVENUES	22,199	20,818	21,410	17,598	26,480
INTERFUND TRANSFERS	-	-	-	-	-
TOTAL RESOURCES	39,962	42,345	38,461	36,972	41,003
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	18,436	22,970	23,790	22,450	26,390
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
RESERVED	-	-	-	-	-
CONTINGENCY	-	-	14,671	-	14,613
TOTAL REQUIREMENTS	18,436	22,970	38,461	22,450	41,003

Blackberry Jam Festival Fund

Blackberry Jam Festival

The Blackberry Jam Festival is a family-friendly festival held each year the last full weekend in July. The purpose of the event is to provide exposure to Lowell’s many recreational opportunities and community spirit, a marketplace for local crafters and food vendors, a venue for local non-profit fundraising activities, and to increase tourism in the City of Lowell, surrounding communities, and Lane County.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	18,436	22,970	23,790	22,450	26,390
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	14,671	-	14,613
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	18,436	22,970	38,461	22,450	41,003

2018-19 Accomplishments

- Increased number of craft vendors.
- Received approval from Lane County to close North Shore Drive to expand the event.

2019-20 Work Plan

- Research opportunities for improving Wi-Fi service at the event for vendors.
- Plan and coordinate new beverage area (local beer, wine, cider, and distillery).
- Increase number and variety of food vendors.
- Start accepting credit cards for BBJ activities at City Hall and during the event at the quilt show and information booth.

CITY OF LOWELL
SDC FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	279,526	316,946	411,247	397,391	-
REVENUES	6,737	67,550	-	-	-
INTERFUND TRANSFERS	3,428	12,895	-	-	-
TOTAL RESOURCES	289,691	397,391	411,247	397,391	-
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	411,247	397,391	-
CONTINGENCY	-	-	-	-	-
RESERVED	316,944	-	-	-	-
TOTAL REQUIREMENTS	316,944	-	411,247	397,391	-

SDC Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	411,247	397,391	-
CONTINGENCY	-	-	-	-	-
RESERVED	316,944	-	-	-	-
TOTAL REQUIREMENTS	316,944	-	411,247	397,391	-

- SDC Fund has been closed. All funds were transferred to specific SDC funds in 2018.

CITY OF LOWELL
PARKS SDC FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	-	-	-	-	46,513
REVENUES	-	-	15,171	8,822	9,043
INTERFUND TRANSFERS	-	-	39,627	37,691	-
TOTAL RESOURCES	-	-	54,798	46,513	55,556
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	10,000
CAPITAL OUTLAY	-	-	-	-	45,556
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	52,798	46,513	-
TOTAL REQUIREMENTS	-	-	54,798	46,513	55,556

Parks SDC Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	10,000
CAPITAL OUTLAY	-	-	-	-	45,556
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	52,798	46,513	-
TOTAL REQUIREMENTS	-	-	54,798	46,513	55,556

- Materials and Services – Funds are appropriated to revise the Parks SDC Methodology and Project list in accordance with the 2019 Parks and Recreation Master Plan.
- Capital Outlay – These funds are appropriated as capital outlay to provide grant match for projects, SDC eligible master plans and projects.
- Interfund Transfers – This accounts for a transfer to the Debt Reserve Fund to cover eligible project costs associated with the development of the water reservoir.

CITY OF LOWELL
TRANSPORTATION SDC FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	-	-	-	-	28,503
REVENUES	-	-	9,160	5,316	5,449
INTERFUND TRANSFERS	-	-	24,247	23,187	-
TOTAL RESOURCES	-	-	33,407	28,503	33,951
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	2,000
CAPITAL OUTLAY	-	-	-	-	31,951
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	31,407	28,503	-
TOTAL REQUIREMENTS	-	-	33,407	28,503	33,951

Transportation SDC Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	2,000
CAPITAL OUTLAY	-	-	-	-	31,951
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	31,407	28,503	-
TOTAL REQUIREMENTS	-	-	33,407	28,503	33,951

- Materials and Services – Funds are appropriated to complete a minor update to the methodology.
- Capital Outlay – These funds are appropriated as capital outlay to provide grant match for projects, SDC eligible master plans and projects.
- Interfund Transfers – This accounts for a transfer to the Debt Reserve Fund to cover eligible project costs associated with the development of the water reservoir.

CITY OF LOWELL
WATER SDC FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	-	-	-	-	239,460
REVENUES	-	-	58,788	43,206	36,627
INTERFUND TRANSFERS	-	-	203,746	196,254	-
TOTAL RESOURCES	-	-	262,534	239,460	276,087
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	2,000
CAPITAL OUTLAY	-	-	-	-	274,087
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	260,534	239,460	-
TOTAL REQUIREMENTS	-	-	260,534	239,460	274,087

Water SDC Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	2,000
CAPITAL OUTLAY	-	-	-	-	274,087
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	260,534	239,460	-
TOTAL REQUIREMENTS	-	-	262,534	239,460	276,087

- Materials and Services – Funds are appropriated to complete a minor update to the methodology.
- Capital Outlay – These funds are appropriated as capital outlay to provide grant match for projects, SDC eligible master plans and projects.
- Interfund Transfers – This accounts for a transfer to the Debt Reserve Fund to cover eligible project costs associated with the development of the water reservoir.

CITY OF LOWELL
SEWER SDC FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20 PROPOSED
RESOURCES					
BEGINNING CASH	-	-	-	-	127,383
REVENUES	-	-	17,971	11,466	11,753
INTERFUND TRANSFERS	-	-	117,962	115,917	-
TOTAL RESOURCES	-	-	135,933	127,383	139,136
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	2,000
CAPITAL OUTLAY	-	-	-	-	137,136
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	133,933	127,383	-
TOTAL REQUIREMENTS	-	-	135,933	127,383	139,136

Sewer SDC Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	2,000
CAPITAL OUTLAY	-	-	-	-	137,136
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	133,933	127,383	-
TOTAL REQUIREMENTS	-	-	-	-	135,933

- Materials and Services – Funds are appropriated to complete a minor update to the methodology.
- Capital Outlay – These funds are appropriated as capital outlay to provide grant match for projects, SDC eligible master plans and projects.
- Interfund Transfers – This accounts for a transfer to the Debt Reserve Fund to cover eligible project costs associated with the development of the water reservoir.

CITY OF LOWELL
STORMWATER SDC FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	-	-	-	-	30,333
REVENUES	-	-	9,868	5,993	6,142
INTERFUND TRANSFERS	-	-	25,665	24,340	-
TOTAL RESOURCES	-	-	35,533	30,333	36,475
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	2,000
CAPITAL OUTLAY	-	-	-	-	34,475
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	33,533	30,333	-
TOTAL REQUIREMENTS	-	-	33,533	30,333	36,475

Stormwater SDC Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	2,000	-	2,000
CAPITAL OUTLAY	-	-	-	-	34,475
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	33,533	30,333	-
TOTAL REQUIREMENTS	-	-	-	-	35,533

- Materials and Services – Funds are appropriated to complete a minor update to the methodology.
- Capital Outlay – These funds are appropriated as capital outlay to provide grant match for projects, SDC eligible master plans and projects.
- Interfund Transfers – This accounts for a transfer to the Debt Reserve Fund to cover eligible project costs associated with the development of the water reservoir.

CITY OF LOWELL
WATER RESERVE FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	7,876	11,814	15,752	15,752	19,690
REVENUES	-	-	-	-	-
INTERFUND TRANSFERS	3,938	3,938	3,938	3,938	3,938
TOTAL RESOURCES	11,814	15,752	19,690	19,690	23,628
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	11,814	15,752	19,690	19,690	23,628
TOTAL REQUIREMENTS	11,814	15,752	19,690	19,690	23,628

Water Reserve Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	11,814	15,752	19,690	19,690	23,628
TOTAL REQUIREMENTS	11,814	15,752	19,690	19,690	23,628

- Reserved – Funds are reserved in the Water Reserve Fund in accordance with debt obligation requirements established by the USDA. The City is required to reserve \$3,938 each year for 10 years until one full debt payment of \$39,381 is held in reserve.

CITY OF LOWELL
SEWER RESERVE FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	3,520	5,095	6,670	6,670	8,245
REVENUES	-	-	-	-	-
INTERFUND TRANSFERS	1,575	1,575	1,575	1,575	1,575
TOTAL RESOURCES	5,095	6,670	8,245	8,245	9,820
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	5,095	6,670	8,245	8,245	9,820
TOTAL REQUIREMENTS	5,095	6,670	8,245	8,245	9,820

Sewer Reserve Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	5,095	6,670	8,245	8,245	9,820
TOTAL REQUIREMENTS	5,095	6,670	8,245	8,245	9,820

- Reserved – Funds are reserved in the Sewer Reserve Fund in accordance with debt obligation requirements established by the USDA. The City is required to reserve \$1,575 each year for 10 years until one full debt payment of \$15,745 is held in reserve.

CITY OF LOWELL
EQUIPMENT FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	30,188	17,195	43,579	43,614	35
REVENUES	-	16,684	-	-	-
INTERFUND TRANSFERS	6,000	10,000	10,000	10,000	22,000
TOTAL RESOURCES	36,188	43,879	53,579	53,614	22,035
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	18,993	-	53,579	53,579	22,035
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	18,993	-	53,579	53,579	22,035

Equipment Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	18,993	-	53,579	53,579	22,035
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
CONTINGENCY	-	-	-	-	-
RESERVED	-	-	-	-	-
TOTAL REQUIREMENTS	18,993	-	53,579	53,579	22,035

- Capital Outlay – Funds are available to be used for the purchase of capital equipment that is shared by multiple divisions within the Public Works Department. In 2019, the department purchased a dump trailer and tractor. The proposed budget includes funds to purchase a backhoe attachment for the tractor, commercial mower, and other turf management equipment to improve parks and grounds maintenance.

CITY OF LOWELL
DEBT RESERVE FUND SUMMARY, BY OBJECT
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
RESOURCES					
BEGINNING CASH	106,980	51,854	28,395	28,469	12,724
REVENUES	-	-	-	-	-
INTERFUND TRANSFERS	-	-	-	-	-
TOTAL RESOURCES	106,980	51,854	28,395	28,469	12,724
REQUIREMENTS					
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	55,126	23,460	15,745	15,745	12,724
CONTINGENCY	-	-	-	-	-
RESERVED	51,854	28,395	12,650	12,724	-
TOTAL REQUIREMENTS	55,126	23,460	15,745	15,745	12,724

Debt Reserve Fund

Non-Departmental

Description

The Non-Departmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes debt service, interfund transfers, contingency, and reserves for future expenditures. In certain circumstances, this organization unit may also be used to fund capital outlay expenditures.

EXPENDITURE SUMMARY					
DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	BUDGET 2018-19	ESTIMATED 2018-19	PROPOSED 2019-20
PERSONAL SERVICES	-	-	-	-	-
MATERIALS AND SERVICES	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-
INTERFUND TRANSFERS	55,126	23,460	15,745	15,745	12,724
CONTINGENCY	-	-	-	-	-
RESERVED	51,854	28,395	12,650	12,724	-
TOTAL REQUIREMENTS	106,980	51,855	28,395	28,469	12,724

- Interfund Transfers – This account transfers funds to the Water and Sewer funds for their annual debt payments. The last transfer will occur in 2019.
- Reserved – Funds are held in reserve to cover future debt payments in the Water and Sewer Funds.

Capital and Debt

CIP Project Request Form

2020

Title: Maggie Osgood Library Improvements

Details:

Department	<u>Administration</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>Library</u>	Original CIP Year	<u>2020</u>

Description:

The City purchased a 2,800 square foot building and 1.15 acres of property from the Lowell Congregation of Jehovahs Witnesses in 2019. This project will renovate the existing building to serve as the permanent home of the Maggie Osgood Library and temporary City Hall. A new City Hall is planned to be built on a section of the property fronting North Shore Drive.

Justification:

The existing City Hall and Library building is in poor condition. Approximately half of the building has been condemned due to structural damage. The facility also lacks HVAC and requires significant plumbing, electrical, and ADA improvements.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
ROW/Land Acquisition	<u>-</u>
Construction	<u>326,667</u>
Planning	<u>-</u>
Design/Engineering	<u>32,667</u>
Equipment	<u>-</u>
Contingency	<u>32,667</u>
Other	<u>-</u>
Total:	\$ <u>392,000</u>

Funding Sources:

General Fund	<u>92,000</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant TFFF & OCF	<u>300,000</u>
Other	<u>-</u>
Total:	\$ <u>392,000</u>

CIP Project Request Form

2020

Title: Rolling Rock Park Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Parks & Recreation</u>	Original CIP Year	<u>2020</u>

Description:

The project will develop a central park for community activities and events. This includes the installation of irrigation, turf, playground, amphitheater seating, walking paths, large shelter, restrooms, and interpretive exhibits.

Justification:

The project advances the vision and goals of the Downtown Master Plan to create a vibrant downtown district. This project was identified in the Parks and Recreation Master Plan as the highest priority.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
ROW/Land Acquisition	<u>-</u>
Construction	<u>652,893</u>
Planning	<u>-</u>
Design/Engineering	<u>65,289</u>
Equipment	<u>-</u>
Contingency	<u>71,818</u>
Other	<u>-</u>
Total:	<u>\$ 790,000</u>

Funding Sources:

General Fund	<u>40,000</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant OPRD	<u>750,000</u>
Other	<u>-</u>
Total:	<u>\$ 790,000</u>

CIP Project Request Form

2020

Title: Cannon Street Festival Area

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Streets</u>	Original CIP Year	<u>2020</u>

Description:

The project would extend Cannon Street from Main Street to North Shore Drive and include sidewalks, street trees, and lighting. During events, the street could be closed off with bollards or planters to provide additional space for vendors. This is particularly important for rolling vendors (i.e. food trucks) that may otherwise damage the turf in the park.

Justification:

The Downtown Master Plan identified the project as a priority. The extension of Cannon Street would separate the new "central park" from the eastern section of Rolling Rock Park and improve the infrastructure for existing and prospective downtown businesses.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>282,082</u>
Planning	<u>-</u>
Design/Engineering	<u>28,208</u>
Equipment	<u>-</u>
Contingency	<u>28,208</u>
Other	<u>-</u>
Total:	<u>\$ 338,498</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>20,456</u>
Bond/Loan	<u>268,042</u>
Grant	<u>50,000</u>
Other	<u>-</u>
Total:	<u>\$ 338,498</u>

CIP Project Request Form

2020

Title: Railroad Park - Phase 1

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Parks</u>	Original CIP Year	<u>2018</u>

Description:

The project will construct a trail system and supporting facilities on a 7.73 acre parcel to the immediate south of the Sunridge Subdivision. The initial phase includes the development of construction documents, tree thinning, and rough grading of the primary trail.

Justification:

The project is included in the Parks and Recreation Master Plan. While the project as a whole is considered a lower priority, the property is currently unmaintained and considered a potential wildfire hazard. The initial phase of the project has been planned to address this hazard and make minor trail improvements to open the property for public use.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>5,000</u>
Planning	<u>-</u>
Design/Engineering	<u>12,947</u>
Equipment	<u>-</u>
Contingency	<u>2,692</u>
Other	<u>-</u>
Total:	\$ <u>20,639</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>20,639</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>20,639</u>

Title: Automated Meter Reading System

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Water</u>	Original CIP Year	<u>2020</u>

Description:

This project will implement an automated meter reading system. Manual meter readings would be replaced by a fixed base radio read network, whereby the City Clerk would be able to download meter reads and upload them directly into the utility billing software.

The City maintains 462 water meters. Of these, 56 have been replaced since 2006 with digital, radio-read capable meters. Depending on age and condition, meters would be retrofitted or replaced with AMI compatible equipment.

Justification:

This project aims to address two issues:

-The City has an aging stock of water meters. Approximately 75% of meters are over 30 years old or the age is unknown. Meters greater than 30 years old only measure approximately 80% of water consumption, whereas new meters capture over 99%.

-The project will save a considerable amount of staff time. Currently, it takes approximately 24 hours for staff to read meters, and an additional 5 hours to manually enter readings into the utility billing system.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>175,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>175,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>175,000</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>175,000</u>

Title: Sewer Inspection Camera

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2019</u>

Description:

Sewer inspection camera with 200 feet of line.

Justification:

This will aid Public Works staff in inspection of sewer lines for infow and infiltration. Also, will help monitor the condition of deteriorating lines in the collection system. Currently, staff does not have the tools to perform these tasks.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>9,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>9,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>9,000</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>9,000</u>

Title: Chemical Feed System and Online Analyzer

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2019</u>

Description:

This system will analyze residual chlorine and adjust chemical feed pumps to maintain a constant residual needed for disinfection.

Justification:

The high rainfall during the winter months causes significant inflow and infiltration, which significantly increases flows into the sewer treatment plant. Staff closely monitors the chlorine residual levels to ensure the plant meets NPDES permit limits. This system will adjust the chemical feed pumps to the current flows, reducing the risk of permit violations.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>2,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>6,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>8,000</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>8,000</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>8,000</u>

Title: Tree Planting in 4th Street Swale

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>2018</u>

Description:

Planting of native Oregon Ash and/or Oregon white oak trees along the existing drainage swale that lies between the parallel 60" pipes at Moss Street and 4th Street and the five 24" culverts that lie approximately 120 feet to the west.

Justification:

The 2008 Stormwater Master Plan recommended the planting to improve water quality in the drainage basin. Although this swale has adequate grass to provide filtering it has no protection from the sun. It is recommended that native trees be planted to provide shade.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>9,994</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>9,994</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>9,994</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>9,994</u>

Title: Paul Fisher Park Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Parks & Recreation</u>	Original CIP Year	<u>2019</u>

Description:

In 2016, the City contracted with a landscape architect to work with the Parks and Recreation Committee to develop a master plan for Paul Fisher Park. The contractor developed two concept plans with input from the Committee. Subsequently, a community meeting was held to solicit public comment. The input received from the meeting was incorporated into a new draft of the master plan, which was reviewed and recommended to the City Council.

The master plan includes a basketball court, horseshoe pits, two shelters, two shade structures, enlarged playground area, sidewalks, two parking areas, security cameras and new landscaping.

Justification:

The amenities included in the master plan were drawn from the 2007 Parks & Open Space Master Plan, Parks and Recreation Committee meetings, and through the community meeting. These improvements will provide new activities for youth, space for neighborhood gatherings, playground safety improvements, and parking improvements.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>489,949</u>
Planning	<u>24,497</u>
Design/Engineering	<u>48,995</u>
Equipment	<u>-</u>
Contingency	<u>48,995</u>
Other	<u>-</u>
Total:	<u>\$ 612,436</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>-</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>-</u>
Bond/Loan	<u>183,731</u>
Grant	<u>428,705</u>
Other	<u>-</u>
Total:	<u>\$ 612,436</u>

CIP Project Request Form

2022

Title: Sidewalk Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Streets</u>	Original CIP Year	<u>2020</u>

Description:

Installation of sidewalks on the north side of Main Street from Moss Street to Alder Street, west side of Pioneer Street from North Shore to 3rd Street, north side of 2nd Street from Hyland Lane to Moss Street, north side of 4th Street from Hyland to Moss Street, both sides of Pioneer Street from 3rd to 4th Street, and the south side of 3rd Street from Hyland Lane to Moss Street.

Justification:

These sidewalk projects were identified and prioritized in the 2001 Sidewalk Capital Improvement Plan. Projects have been combined to increase interest in the project and receive more competitive bids.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>201,567</u>
Planning	<u>-</u>
Design/Engineering	<u>20,157</u>
Equipment	<u>-</u>
Contingency	<u>20,157</u>
Other	<u>-</u>
Total:	\$ <u>241,880</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>120,940</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>120,940</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>241,880</u>

CIP Project Request Form

2023

Title: Everly Street Drainage Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>2019</u>

Description:

Installation of curb inlets and piping to connect to the existing storm drainage system on Loftus Avenue or the 36" pipe within Moss Street. The preferred route will depend on the size and condition of piping within Loftus Avenue and the condition of the piping within Moss Street.

Justification:

At the intersection of Everly Street and East Main Street there is an existing low point which does not drain and causes large puddles within the roadway. The water becomes several inches deep and is in an area with curbs and sidewalk.

Project Costs:

Administration	-
Legal	-
Right-of-Way	-
Construction	101,501
Planning	-
Design/Engineering	15,225
Equipment	-
Contingency	15,225
Other	-
Total:	\$ 131,951

Funding Sources:

General Fund	-
Water Fund	-
Sewer Fund	-
Street Fund	131,951
Equipment Fund	-
SDC Fund	-
Bond/Loan	-
Grant	-
Other	-
Total:	\$ 131,951

CIP Project Request Form

2024

Title: Sidewalk Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Max Baker</u>
Division	<u>Streets</u>	Original CIP Year	<u>2022</u>

Description:

Installation of sidewalks on the south side of 4th Street from Hyland Lane to Moss Street, south side of 6th Street from Moss Street to D Street, west side of Hyland Lane from 4th Street to First Street, both sides of Cannon Street from 2nd to 3rd Street, and the south side of 2nd Street from Moss Street to the end of 2nd Street.

Justification:

These sidewalk projects were identified and prioritized in the 2001 Sidewalk Capital Improvement Plan. Projects have been combined to increase interest in the project and receive more competitive bids.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>132,454</u>
Planning	<u>-</u>
Design/Engineering	<u>13,245</u>
Equipment	<u>-</u>
Contingency	<u>13,245</u>
Other	<u>-</u>
Total:	\$ <u>158,945</u>

Funding Sources:

General Fund	<u>-</u>
Water Fund	<u>-</u>
Sewer Fund	<u>-</u>
Street Fund	<u>79,472</u>
Equipment Fund	<u>-</u>
SDC Fund	<u>79,472</u>
Bond/Loan	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Total:	\$ <u>158,945</u>

CITY OF LOWELL
ANNUAL DEBT SERVICE SCHEDULE, BY PAYMENT SOURCE
JULY 1, 2019 - JUNE 30, 2020

	GENERAL FUND	WATER FUND				SEWER FUND				STREET FUND	TOTAL
AGENCY	LIBRARY	IFA S00006	IFA J05001	USDA 91-03	LIBRARY	IFA G02002	IFA J05001	USDA 92-05	LIBRARY	LIBRARY	
PRINCIPAL	530,000	223,000	100,000	948,000	530,000	425,000	100,000	379,000	530,000	530,000	
2019-20	32,269	17,277	7,423	39,380	3,231	28,066	7,423	15,744	3,231	1,615	155,658
2020-21	32,269	17,277	7,423	39,380	3,231	27,377	7,423	15,744	3,231	1,615	154,969
2021-22	32,269		7,423	39,380	3,231	26,671	7,423	15,744	3,231	1,615	136,986
2022-23	32,269		7,423	39,380	3,231	30,959	7,423	15,744	3,231	1,615	141,274
2023-24	32,269		7,423	39,380	3,231	26,671	7,423	15,744	3,231	1,615	136,986
2024-25	32,269		7,423	39,380	3,231	30,959	7,423	15,744	3,231	1,615	141,274
2025-26	32,269		7,423	39,380	3,231	28,109	7,423	15,744	3,231	1,615	138,424
2026-27	32,269		7,423	39,380	3,231	27,159	7,423	15,744	3,231	1,615	137,474
2027-28	32,269		7,423	39,380	3,231	31,208	7,423	15,744	3,231	1,615	141,523
2028-29	32,269		7,423	39,380	3,231		7,423	15,744	3,231	1,615	110,315
2029-30	32,269		7,352	39,380	3,231		7,352	15,744	3,231	1,615	110,174
2020-31	32,269			39,380	3,231			15,744	3,231	1,615	95,470
2031-32	32,269			39,380	3,231			15,744	3,231	1,615	95,470
2032-33	32,269			39,380	3,231			15,744	3,231	1,615	95,470
2033-34	32,269			39,380	3,231			15,744	3,231	1,615	95,470
2034-35	32,269			39,380	3,231			15,744	3,231	1,615	95,470
2035-36	32,269			39,380	3,231			15,744	3,231	1,615	95,470
2036-37				39,380				15,744			55,124
2037-38				39,380				15,744			55,124
2038-39				39,380				15,744			55,124
2039-40				39,380				15,744			55,124
2040-41				39,380				15,744			55,124
2041-42				39,380				15,744			55,124
2042-43				39,380				15,744			55,124
2043-44				39,380				15,744			55,124
2044-45				39,380				15,744			55,124
2045-46				39,380				15,744			55,124

2046-47				39,380				15,744			55,124
2047-48				39,380				15,744			55,124
2048-49				39,380				15,744			55,124
2049-50				39,380				15,744			55,124
2050-51				39,380				15,744			55,124
2051-52				38,801				15,491			54,292
TOTAL	645,380	257,555	181,577	2,246,961	54,927	682,177	181,577	898,299	54,927	32,300	5,235,680

Appendix

**CITY OF LOWELL
GENERAL FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020**

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
110-3100 BEGINNING FUND BALANCE	123,608	184,077	179,407	225,395	231,767		
SUBTOTAL FUND BALANCE	123,608	184,077	179,407	225,395	231,767	-	-
REVENUES							
110-310-4112 PROPERTY TAXES - CURRENT	132,671	137,867	138,610	138,610	142,768		
110-310-4114 PROPERTY TAXES - PRIOR	2,310	2,440	2,512	5,139	5,293		
110-315-4125 INTEREST EARNED	6,506	6,398	3,500	5,952	6,131		
110-320-4132 STATE REVENUE SHARING	10,622	9,221	9,654	10,117	10,421		
110-320-4134 CIGARETTE TAX	1,562	1,342	1,199	780	1,000		
110-320-4136 LIQUOR TAX	16,082	17,188	18,280	18,280	20,564		
110-320-4145 TRANSIENT ROOM TAX	497	260	332	-	300		
110-320-4148 MARIJUANA TAX DISTRIBUTION	-	7,407	2,686	4,225	5,200		
110-325-4151 GRANT REVENUE	-	-	63,000	67,000	1,050,000		
110-325-4152 TOURISM GRANT	8,021	8,761	9,024	9,639	9,832		
110-325-4154 SUMMER READING GRANT	1,000	1,000	1,000	1,000	1,000		
110-325-4158 DLCD GRANT	-	1,000	-	-	1,000		
110-330-4310 CABLE FRANCHISE FEES	1,978	2,188	1,481	4,260	4,388		
110-330-4312 ELECTRIC FRANCHISE FEES	43,591	47,775	50,163	45,920	47,298		
110-330-4314 GARBAGE FRANCHISE FEES	-	300	300	300	4,000		
110-330-4316 TELECOM FRANCHISE FEES	2,809	2,458	2,335	1,895	1,706		
110-335-4352 LAND USE & DEVELOPMENT	5,141	1,044	7,500	1,456	13,500		
110-335-4354 MISC PERMITS & LICENSES	80	750	100	220	250		
110-335-4356 BUILDING PERMIT FEES	21,164	32,081	59,450	39,450	40,634		
110-335-4358 ELECTRICAL PERMIT FEES	3,176	3,886	15,810	10,396	6,095		
110-335-4360 DOG LICENSES	751	652	500	700	700		
110-340-4410 COPY, FAX, NOTARY & RESEARCH	-	-	-	75	100		
110-340-4411 LIBRARY MEMBERSHIPS	-	-	-	-	1,250		
110-340-4413 LIBRARY DONATIONS	-	-	-	-	1,000		
110-340-4415 LIBRARY BUSINESS SERVICES	790	1,094	500	350	500		
110-340-4417 LIEN SEARCHES	590	500	200	339	350		
110-340-4419 ELECTION FILING FEES	100	25	50	50	50		
110-340-4421 SDC/CET ADMIN FEE	1,446	2,756	3,730	2,783	2,200		

**CITY OF LOWELL
GENERAL FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020**

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
110-340-4423 TOTAL - LIBRARY	97	82	100	100	100		
110-345-4511 PARKS REIMBURSEMENT SDC	101	425	735	376	387		
110-350-4625 MUNICIPAL COURT REVENUE	4,273	3,726	2,000	2,857	2,942		
110-360-4225 LOAN PROCEEDS	-	-	530,000	530,000	-		
110-365-4752 REIMBURSEMENT REVENUE	230	1,293	5,000	5,000	5,000		
110-370-4822 BBJ ADMIN FEE	500	500	-	-	-		
110-385-4895 MISCELLANEOUS REVENUE	5,076	2,629	228,263	226,943	2,500		
SUBTOTAL REVENUES	271,164	297,048	1,158,014	1,134,211	1,388,458	-	-
INTERFUND TRANSFERS							
110-390-4912 TRANSFER FROM STREET FUND	-	-	-	-	-		
110-390-4914 TRANSFER FROM BBJ FUND	-	-	-	-	-		
110-390-4916 TRANSFER FROM PERSONNEL FUND	10,421	-	-	-	-		
110-390-4917 TRANSFER FROM SDC FUND	-	-	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	10,421	-	-	-	-	-	-
TOTAL RESOURCES - GENERAL FUND	405,193	481,125	1,337,421	1,359,606	1,620,225	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
ADMINISTRATION							
PERSONAL SERVICES							
110-410-5110	CITY ADMINISTRATOR	9,198	11,355	12,300	12,846	17,306	
110-410-5112	FINANCE CLERK	-	-	-	-	-	
110-410-5114	CITY CLERK	4,245	4,794	5,010	5,039	5,153	
110-410-5150	PUBLIC WORKS DIRECTOR	2,791	3,125	3,280	5,157	-	
110-410-5152	UTILITY WORKER I	1,415	1,552	1,718	430	-	
110-410-5154	UTILITY WORKER II	1,578	1,811	1,895	1,895	-	
110-410-5158	MAINTENANCE WORKER I	719	800	844	930	1,824	
110-410-5220	OVERTIME	713	671	1,079	1,716	193	
110-410-5315	SOCIAL SECURITY/MEDICARE	1,727	1,844	2,228	2,245	2,195	
110-410-5320	WORKER'S COMP	1,204	567	892	851	179	
110-410-5350	UNEMPLOYMENT	-	-	2,093	-	1,733	
110-410-5410	HEALTH INSURANCE	6,590	5,858	6,411	4,481	3,582	
110-410-5450	PUBLIC EMPLOYEES RETIREMENT	2,192	2,767	3,004	2,840	4,220	
SUBTOTAL PERSONAL SERVICES		32,372	35,143	40,754	38,429	36,384	-
FULL-TIME EQUIVALENTS		0.43	0.43	0.43	0.43	0.28	
MATERIALS AND SERVICES							
110-410-6110	AUDITING	3,934	3,900	4,290	4,150	4,419	
110-410-6112	LEGAL SERVICES	4,881	2,170	5,000	4,769	5,000	
110-410-6114	FINANCIAL SERVICES	3,795	2,256	3,570	2,378	3,749	
110-410-6122	IT SERVICES	3,189	2,895	6,596	5,753	5,753	
110-410-6124	COPIER CONTRACT	3,627	1,872	2,093	4,201	2,000	
110-410-6128	OTHER CONTRACT SERVICES	708	99	1,000	29,676	2,371	
110-410-6210	INSURANCE & BONDS	7,786	5,144	6,593	5,643	6,115	
110-410-6220	PUBLICATIONS, PRINTING & DUES	2,045	3,822	3,550	6,257	6,900	
110-410-6222	NEWSLETTER EXPENDITURE	916	-	1,200	-	1,200	
110-410-6226	POSTAGE	447	261	500	326	750	
110-410-6228	PUBLIC NOTICES	759	423	1,000	-	1,000	
110-410-6230	OFFICE SUPPLIES/EQUIPMENT	998	991	1,000	1,422	1,000	

**CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020**

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
110-410-6234 GENERAL SUPPLIES	1,043	243	750	739	1,000		
110-410-6238 TOTAL - LIBRARY	1,365	2,565	1,400	587	1,000		
110-410-6240 TRAVEL & TRAINING	549	1,483	1,500	2,517	1,500		
110-410-6290 MISCELLANEOUS	555	479	500	585	500		
110-410-6320 BUILDING REPAIR & MAINTENANCE	15	230	1,000	2,162	1,000		
110-410-6324 EQUIPMENT REPAIR & MAINTENANCE	-	-	-	57	100		
110-410-6334 NON-CAPITALIZED ASSETS	1,014	3,998	2,000	1,468	2,000		
110-410-6420 WATER SERVICES	292	385	413	313	200		
110-410-6425 SEWER SERVICES	484	509	525	526	150		
110-410-6430 ELECTRICITY SERVICES	2,289	1,734	2,010	2,830	550		
110-410-6435 INTERNET SERVICES	819	930	985	928	315		
110-410-6440 TELEPHONE SERVICES	3,161	2,508	2,629	2,412	342		
110-410-6445 REFUSE SERVICES	72	86	91	119	90		
110-410-6510 COUNCIL EXPENDITURE	1,224	780	2,000	2,226	2,000		
110-410-6512 STATE ETHICS COMMISSION	317	475	600	475	600		
110-410-6692 REIMBURSABLE EXPENDITURE	-	70	5,000	-	5,000		
SUBTOTAL MATERIALS AND SERVICES	46,284	40,305	57,795	82,518	56,603	-	-
CAPITAL OUTLAY							
110-410-8225 CAPITAL OUTLAY - BUILDINGS & F	2,578	17,302	406,263	302,137	90,000		
110-410-8320 CAPITAL OUTLAY - SOFTWARE	6,754	150	7,955	6,825	-		
SUBTOTAL CAPITAL OUTLAY	9,332	17,452	414,218	308,962	90,000	-	-
TOTAL - ADMINISTRATION	87,988	92,900	512,767	429,909	182,987	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
PARKS AND RECREATION							
PERSONAL SERVICES							
110-420-5110	CITY ADMINISTRATOR	3,472	3,785	4,100	4,643	4,326	
110-420-5150	PUBLIC WORKS DIRECTOR	2,960	3,125	3,280	3,587	3,374	
110-420-5152	UTILITY WORKER I	1,502	1,552	1,718	430	3,276	
110-420-5154	UTILITY WORKER II	1,693	1,811	1,895	1,736	3,276	
110-420-5158	MAINTENANCE WORKER I	5,308	7,198	7,598	7,210	9,118	
110-420-5220	OVERTIME	683	611	891	1,359	1,351	
110-420-5315	SOCIAL SECURITY/MEDICARE	1,360	1,384	1,662	1,570	2,217	
110-420-5320	WORKER'S COMP	1,218	1,113	1,473	1,489	1,709	
110-420-5350	UNEMPLOYMENT	-	-	1,558	-	1,861	
110-420-5410	HEALTH INSURANCE	3,492	2,613	2,874	1,640	4,316	
110-420-5450	PUBLIC EMPLOYEES RETIREMENT	1,778	2,074	2,240	1,950	4,262	
SUBTOTAL PERSONAL SERVICES		23,466	25,265	29,289	25,614	39,088	-
FULL-TIME EQUIVALENTS		0.48	0.48	0.48	0.48	0.61	
MATERIALS AND SERVICES							
110-420-6128	OTHER CONTRACT SERVICES	5,082	2,000	44,268	44,268	1,000	
110-420-6234	GENERAL SUPPLIES	1,660	590	1,000	1,560	2,000	
110-420-6290	MISCELLANEOUS	263	420	500	140	500	
110-420-6320	BUILDING REPAIR & MAINTENANCE	59	395	2,500	1,513	2,500	
110-420-6324	EQUIPMENT REPAIR & MAINTENANCE	360	541	1,000	1,223	1,000	
110-420-6330	OTHER REPAIR & MAINTENANCE	2,999	1,743	3,000	1,314	5,000	
110-420-6334	NON-CAPITALIZED ASSETS	3,828	2,007	2,000	1,597	2,000	
110-420-6339	MAINTENANCE - NELSON LAND DONA	-	-	500	500	500	
110-420-6420	WATER SERVICES	649	705	5,000	795	5,150	
110-420-6425	SEWER SERVICES	1,289	1,358	1,397	1,401	1,439	
110-420-6430	ELECTRICITY SERVICES	493	503	579	815	614	
110-420-6445	REFUSE SERVICES	193	257	272	270	288	
110-420-6610	GAS & OIL	912	1,269	790	488	812	
SUBTOTAL MATERIALS AND SERVICES		17,787	11,789	62,806	55,883	22,803	-

**CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020**

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
CAPITAL OUTLAY							
110-420-8520 PARKS IMPROVEMENTS		-	435,000	426,500	790,000		
SUBTOTAL CAPITAL OUTLAY	-	-	435,000	426,500	790,000	-	-
TOTAL - PARKS AND RECREATION	41,253	37,053	527,095	507,998	851,891	-	-

**CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020**

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
POLICE							
MATERIALS AND SERVICES							
110-430-6118 POLICE SERVICES	21,000	30,200	29,106	29,106	30,561		
110-430-6334 NON-CAPITALIZED ASSETS	-	-	-	-	5,000		
SUBTOTAL MATERIALS AND SERVICES	21,000	30,200	29,106	29,106	35,561	-	-
TOTAL - POLICE	21,000	30,200	29,106	29,106	35,561	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
COMMUNITY DEVELOPMENT							
PERSONAL SERVICES							
110-440-5110 CITY ADMINISTRATOR	6,944	7,570	8,200	8,386	4,326		
110-440-5114 CITY CLERK	2,230	2,397	2,505	2,519	2,577		
110-440-5220 OVERTIME	15	30	94	54	97		
110-440-5315 SOCIAL SECURITY/MEDICARE	692	765	921	786	628		
110-440-5320 WORKER'S COMP	5	44	74	28	14		
110-440-5350 UNEMPLOYMENT	-	-	894	-	508		
110-440-5410 HEALTH INSURANCE	2,154	2,095	2,278	1,679	1,314		
110-440-5450 PUBLIC EMPLOYEES RETIREMENT	858	1,150	1,242	1,183	1,207		
SUBTOTAL PERSONAL SERVICES	12,898	14,051	16,208	14,636	10,670		
FULL-TIME EQUIVALENTS	0.15	0.15	0.15	0.15	0.10		
MATERIALS AND SERVICES							
110-440-6116 ENGINEERING SERVICES	-	206	500	250	500		
110-440-6128 OTHER CONTRACT SERVICES	-	33	40,000	45,500	10,000		
110-440-6220 PUBLICATIONS, PRINTING & DUES	-	-	100	-	100		
110-440-6226 POSTAGE	-	-	250	-	250		
110-440-6240 TRAVEL & TRAINING	-	-	500	500	500		
110-440-6290 MISCELLANEOUS	-	-	250	-	250		
110-440-6522 LAND USE & DEVELOPMENT COSTS	3,458	2,147	7,500	7,500	10,125		
110-440-6524 BUILDING PERMIT COSTS	16,187	23,553	50,371	32,507	31,282		
110-440-6525 ELECTRICAL PERMIT COSTS	2,722	2,740	14,515	8,496	4,650		
SUBTOTAL MATERIALS AND SERVICES	22,367	28,679	113,986	94,753	57,657	-	-
TOTAL - COMMUNITY DEVELOPMENT	35,265	42,730	130,194	109,389	68,327	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
LIBRARY							
PERSONAL SERVICES							
110-450-5120 LIBRARIAN	-	-	-	-	11,700		
110-450-5315 SOCIAL SECURITY/MEDICARE	-	-	-	-	1,049		
110-450-5320 WORKER'S COMP	-	-	-	-	50		
110-450-5350 UNEMPLOYMENT	-	-	-	-	741		
110-450-5450 PUBLIC EMPLOYEES RETIREMENT	-	-	-	-	2,017		
SUBTOTAL PERSONAL SERVICES	-	-	-	-	15,557	-	-
FULL-TIME EQUIVALENTS	-	-	-	-	0.40	-	-
MATERIALS AND SERVICES							
110-450-6122 IT SERVICES	564	1,049	1,529	1,000	7,440		
110-450-6128 OTHER CONTRACT SERVICES	-	-	-	-	2,000		
110-450-6226 POSTAGE	6	-	50	-	50		
110-450-6230 OFFICE SUPPLIES/EQUIPMENT	58	380	500	500	500		
110-450-6234 GENERAL SUPPLIES	866	360	1,250	500	1,500		
110-450-6290 MISCELLANEOUS	-	387	250	-	250		
110-450-6320 BUILDING REPAIR & MAINTENANCE	-	-	100	-	100		
110-450-6334 NON-CAPITALIZED ASSETS	385	2,672	500	-	1,000		
110-450-6420 WATER SERVICES	97	128	150	150	1,200		
110-450-6425 SEWER SERVICES	160	170	200	200	732		
110-450-6430 ELECTRICITY SERVICES	726	578	800	800	3,600		
110-450-6435 INTERNET SERVICES	819	930	1,000	1,000	2,100		
110-450-6440 TELEPHONE SERVICES	-	-	-	-	300		
110-450-6445 REFUSE SERVICES	58	86	100	100	600		
110-450-6530 SUMMER READING PROGRAM	941	1,050	1,250	1,000	1,000		
SUBTOTAL MATERIALS AND SERVICES	4,680	7,789	7,679	5,250	22,372	-	-
CAPITAL OUTLAY							
110-450-8225 BUILDINGS AND FACILITIES	-	-	-	-	302,000		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	302,000	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
TOTAL - LIBRARY	4,680	7,789	7,679	5,250	339,929	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
CODE ENFORCEMENT							
PERSONAL SERVICES							
110-460-5110 CITY ADMINISTRATOR	3,472	3,785	4,100	4,319	4,326		
110-460-5150 PUBLIC WORKS DIRECTOR	2,960	3,125	3,280	3,587	3,374		
110-460-5220 OVERTIME	226	67	123	1,056	-		
110-460-5315 SOCIAL SECURITY/MEDICARE	497	534	640	646	691		
110-460-5320 WORKER'S COMP	3	204	353	302	307		
110-460-5350 UNEMPLOYMENT	-	-	617	-	573		
110-460-5410 HEALTH INSURANCE	1,366	1,318	1,434	1,042	1,439		
110-460-5450 PUBLIC EMPLOYEES RETIREMENT	616	802	863	971	1,328		
SUBTOTAL PERSONAL SERVICES	9,140	9,834	11,410	11,923	12,038	-	-
FULL-TIME EQUIVALENTS	0.10	0.10	0.10	0.10	0.10	-	-
MATERIALS AND SERVICES							
110-460-6128 OTHER CONTRACT SERVICES	-	150	4,500	500	2,500		
110-460-6234 GENERAL SUPPLIES	-	-	300	100	100		
110-460-6290 MISCELLANEOUS	-	189	100	100	100		
110-460-6445 REFUSE SERVICES	-	-	-	-	-		
110-460-6540 DOG/CAT CONTROL	-	-	250	-	-		
SUBTOTAL MATERIALS AND SERVICES	-	339	5,150	700	2,700	-	-
TOTAL - CODE ENFORCEMENT	9,140	10,173	16,560	12,623	14,738	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	ADOPTED	APPROVED
TOURISM							
MATERIALS AND SERVICES							
110-470-6128 OTHER CONTRACT SERVICES	-	6,500	-	-	1,000		
110-470-6224 MARKETING	672	340	2,000	-	2,000		
110-470-6226 POSTAGE	-	-	100	-	100		
110-470-6290 MISCELLANEOUS	-	-	250	-	250		
110-470-6326 COVERED BRIDGE MAINTENANCE	1,566	1,837	2,500	3,455	5,000		
110-470-6327 COMMUNITY GRANT PROGRAM	858	1,018	3,000	3,000	3,000		
110-470-6328 MATCHING GRANT FUNDS	-	-	5,000	-	-		
110-450-6334 NON-CAPITALIZED ASSETS	-	-	-	5,000	-		
SUBTOTAL MATERIALS AND SERVICES	3,096	9,695	12,850	11,455	11,350	-	-
TOTAL EXPENDITURES - TOURISM	3,096	9,695	12,850	11,455	11,350	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
MUNICIPAL COURT							
PERSONAL SERVICES							
110-480-5110 CITY ADMINISTRATOR	3,472	3,785	4,100	4,247	4,326		
110-480-5114 CITY CLERK	2,230	2,397	2,505	2,519	2,577		
110-480-5220 OVERTIME	15	30	94	54	97		
110-480-5315 SOCIAL SECURITY/MEDICARE	433	475	571	489	628		
110-480-5320 WORKER'S COMP	3	28	46	16	14		
110-480-5350 UNEMPLOYMENT	-	-	552	-	508		
110-480-5410 HEALTH INSURANCE	1,636	1,623	1,769	1,339	1,314		
110-480-5450 PUBLIC EMPLOYEES RETIREMENT	537	714	770	733	1,207		
SUBTOTAL PERSONAL SERVICES	8,326	9,053	10,407	9,396	10,670	-	-
FULL-TIME EQUIVALENTS	0.10	0.10	0.10	0.10	0.10	-	-
MATERIALS AND SERVICES							
110-480-6120 JUDGE CONTRACT	686	750	1,250	900	1,250		
110-480-6128 OTHER CONTRACT SERVICES	4,496	362	1,000	1,382	1,500		
110-480-6220 PUBLICATIONS, PRINTING & DUES	-	-	-	-	-		
110-480-6226 POSTAGE	-	-	100	-	50		
110-480-6238 BANK SERVICE CHARGES	134	84	150	182	200		
110-480-6290 MISCELLANEOUS	20	-	100	-	-		
110-480-6560 STATE ASSESSMENTS	604	45	675	250	500		
SUBTOTAL MATERIALS AND SERVICES	5,940	1,242	3,275	2,714	3,500	-	-
TOTAL - MUNICIPAL COURT	14,266	10,294	13,682	12,110	14,170	-	-

CITY OF LOWELL
GENERAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
DEBT SERVICE							
110-900-7111 LOAN PRINCIPAL - CITY HALL/LIBRARY	-	-	-	-	13,668		
110-900-7511 LOAN INTEREST - CITY HALL/LIBRARY	-	-	-	-	18,601		
SUBTOTAL CONTINGENCY	-	-	-	-	32,269	-	-
INTERFUND TRANSFERS							
110-900-9117 TRANSFER TO SDC FUND	3,428	12,895	-	-	-		
110-900-9130 TRANSFER TO WATER FUND	-	-	-	-	-		
110-900-9140 TRANSFER TO SEWER FUND	-	-	-	-	-		
110-900-9150 TRANSFER TO EQUIPMENT FUND	1,000	2,000	2,000	2,000	6,000		
SUBTOTAL INTERFUND TRANSFERS	4,428	14,895	2,000	2,000	6,000	-	-
CONTINGENCY							
110-900-9590 CONTINGENCY	-	-	77,488	-	55,502		
SUBTOTAL CONTINGENCY	-	-	77,488	-	55,502	-	-
RESERVED FOR FUTURE EXPENDITURE							
110-900-9895 RESERVED FOR FUTURE USE - PARK	-	-	8,000	8,000	7,500		
SUBTOTAL RESERVED FOR FUTURE EXPENDI	-	-	8,000	8,000	7,500	-	-
TOTAL - NONDEPARTMENTAL	4,428	14,895	87,488	10,000	101,271	-	-
TOTAL REQUIREMENTS - GENERAL FUND	221,116	255,730	1,337,421	1,127,839	1,620,225	-	-
ENDING FUND BALANCE	184,077	225,395	-	231,767	(0)	-	-

CITY OF LOWELL
WATER FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
230-3100 BEGINNING FUND BALANCE	98,873	151,833	129,142	139,109	145,115		
SUBTOTAL FUND BALANCE	98,873	151,833	129,142	139,109	145,115	-	-
REVENUES							
230-315-4125 INTEREST EARNED	-	153	300	154	2,902		
230-360-4225 LOAN PROCEEDS	-	-	-	-	175,000		
230-335-4370 WATER/SEWER CONNECTION PERMIT	-	3,715	-	2,915	2,000		
230-340-4425 WATER/SEWER SALES	255,472	284,832	299,635	315,891	333,048		
230-340-4426 BULK WATER SALES	-	2,744	-	500	500		
230-340-4430 WATER/SEWER CONNECTION FEES	1,165	-	3,750	500	2,000		
230-340-4435 FIRE HYDRANT FEE	4,339	3,760	3,957	4,210	4,337		
230-345-4531 WATER REIMBURSEMENT SDC	3,759	6,653	10,395	10,058	8,568		
230-385-4895 MISCELLANEOUS REVENUE	10,031	6,707	5,001	3,389	5,000		
SUBTOTAL REVENUES	274,766	308,564	323,038	337,618	533,355		
INTERFUND TRANSFERS							
230-390-4940 TRANSFER FROM SEWER FUND	38,798	-	-	-	-		
230-390-4955 TRANSFER FROM DEBT RESERVE FUN	39,381	7,715	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	78,179	7,715	-	-	-	-	-
TOTAL RESOURCES - WATER FUND	451,818	468,112	452,180	476,727	678,470	-	-

CITY OF LOWELL
WATER FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
WATER							
PERSONAL SERVICES							
230-490-5110 CITY ADMINISTRATOR	17,078	18,925	20,499	22,926	23,795		
230-490-5114 CITY CLERK	17,409	19,175	20,040	20,151	20,613		
230-490-5150 PUBLIC WORKS DIRECTOR	20,001	21,872	22,963	25,100	28,680		
230-490-5152 UTILITY WORKER I	11,647	12,417	13,742	3,436	13,923		
230-490-5154 UTILITY WORKER II	13,052	14,489	15,157	13,867	13,923		
230-490-5158 MAINTENANCE WORKER I	2,432	3,199	3,377	3,205	2,735		
230-490-5220 OVERTIME	5,357	5,059	7,759	10,257	6,516		
230-490-5315 SOCIAL SECURITY/MEDICARE	6,967	7,277	8,831	8,009	9,882		
230-490-5320 WORKER'S COMP	3,202	3,359	5,797	5,069	5,934		
230-490-5350 UNEMPLOYMENT	-	-	8,003	-	8,736		
230-490-5410 HEALTH INSURANCE	29,953	27,840	30,615	21,176	29,720		
230-490-5450 PUBLIC EMPLOYEES RETIREMENT	9,397	10,895	11,907	9,857	18,996		
SUBTOTAL PERSONAL SERVICES	136,495	144,507	168,690	143,053	183,454	-	-
FULL-TIME EQUIVALENTS	1.93	1.93	1.93	1.93	2.06		
MATERIALS AND SERVICES							
230-490-6110 AUDITING	4,350	3,900	4,290	4,290	4,419		
230-490-6112 LEGAL SERVICES	-	-	500	-	500		
230-490-6114 FINANCIAL SERVICES	4,197	2,256	3,570	3,570	3,749		
230-490-6116 ENGINEERING SERVICES	-	-	1,000	-	80,000		
230-490-6122 IT SERVICES	2,243	1,838	5,418	2,452	5,381		
230-490-6128 OTHER CONTRACT SERVICES	3,907	3,565	7,100	5,640	2,000		
230-490-6210 INSURANCE & BONDS	4,866	5,731	6,594	5,643	6,115		
230-490-6220 PUBLICATIONS, PRINTING & DUES	353	800	1,000	555	1,000		
230-490-6226 POSTAGE	1,240	1,163	1,516	1,552	1,707		
230-490-6230 OFFICE SUPPLIES/EQUIPMENT	187	205	250	1,165	1,281		
230-490-6234 GENERAL SUPPLIES	2,077	2,549	2,570	7,500	2,699		
230-490-6238 BANK SERVICE CHARGES	2,586	3,876	2,744	2,744	2,826		
230-490-6240 TRAVEL & TRAINING	502	148	1,000	956	1,500		

CITY OF LOWELL
WATER FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
230-490-6290 MISCELLANEOUS	-	4,243	200	1,716	1,500		
230-490-6320 TOTAL - LIBRARY	155	459	1,000	189	2,500		
230-490-6324 EQUIPMENT REPAIR & MAINTENANCE	1,483	2,136	2,000	980	1,000		
230-490-6330 OTHER REPAIR & MAINTENANCE	10,945	12,776	15,000	14,883	15,329		
230-490-6334 NON-CAPITALIZED ASSETS	5,119	2,338	3,500	30	1,500		
230-490-6420 WATER SERVICES	359	494	524	1,647	1,697		
230-490-6425 SEWER SERVICES	676	679	698	702	723		
230-490-6430 ELECTRICITY SERVICES	16,649	13,976	16,438	18,693	19,254		
230-490-6435 INTERNET SERVICES	140	840	865	840	865		
230-490-6440 TELEPHONE SERVICES	4,119	3,485	3,672	3,773	3,886		
230-490-6445 REFUSE SERVICES	196	232	-	226	233		
230-490-6692 REIMBURSABLE EXPENDITURE	120	-	-	-	-		
230-490-6710 GAS & OIL	845	892	1,000	1,456	1,602		
230-490-6750 CHEMICALS & LAB SUPPLIES	16,459	18,372	20,332	20,332	21,349		
230-490-6755 WATER/SEWER ANALYSIS	3,944	2,733	4,000	2,583	2,842		
SUBTOTAL MATERIALS AND SERVICES	87,717	89,687	106,781	104,117	187,456	-	-
CAPITAL OUTLAY							
230-700-8320 SOFTWARE	6,754	150	7,955	6,825	-		
230-700-8425 VEHICLES & ROLLING STOCK	-	-	-	7,599	-		
230-700-8540 WATER SYSTEMS	-	-	-	-	175,000		
230-700-8895 OTHER IMPROVEMENTS	-	24,640	28,000	-	-		
SUBTOTAL CAPITAL OUTLAY	6,754	24,790	35,955	14,424	175,000	-	-
TOTAL - WATER	230,966	258,985	311,426	261,593	545,910	-	-

CITY OF LOWELL
WATER FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ACTUAL
NONDEPARTMENTAL							
DEBT SERVICE							
230-800-7110 LOAN PRINCIPAL	13,805	14,438	15,102	15,101	15,794		
230-900-7111 LOAN PRINCIPAL - CITY HALL/LIBRARY	-	-	-	-	1,367		
230-800-7122 LOAN PRINCIPAL - SPWF	3,667	3,856	4,056	4,056	4,265		
230-800-7124 LOAN PRINCIPAL - RD	14,836	15,244	15,663	15,663	16,093		
230-800-7510 LOAN INTEREST	3,473	2,839	2,177	2,177	1,483		
230-900-7511 LOAN INTEREST - CITY HALL/LIBRARY	-	-	-	-	1,860		
230-800-7522 LOAN INTEREST - SPWF	3,756	3,566	3,367	3,367	3,157		
230-800-7524 LOAN INTEREST - RD	24,544	24,136	23,718	23,718	23,292		
SUBTOTAL DEBT SERVICE	64,081	64,080	64,083	64,082	67,311	-	-
INTERFUND TRANSFERS							
230-900-9150 TRANSFER TO EQUIPMENT FUND	1,000	2,000	2,000	2,000	6,000		
230-900-9120 TRANSFER TO WATER RESERVE FUND	3,938	3,938	3,938	3,938	3,938		
SUBTOTAL INTERFUND TRANSFERS	4,938	5,938	5,938	5,938	9,938	-	-
CONTINGENCY							
230-900-9590 CONTINGENCY	-	-	70,733	-	55,311		
SUBTOTAL CONTINGENCY	-	-	70,733	-	55,311	-	-
TOTAL - NONDEPARTMENTAL	69,019	70,018	140,754	70,020	132,560	-	-
TOTAL REQUIREMENTS - WATER FUND	299,985	329,003	452,180	331,613	678,470	-	-
ENDING FUND BALANCE	151,833	139,109	-	145,115	0	-	-

CITY OF LOWELL
SEWER FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
240-3100 BEGINNING FUND BALANCE	(22,887)	17,265	105,935	121,619	182,029		
SUBTOTAL FUND BALANCE	(22,887)	17,265	105,935	121,619	182,029	-	-
REVENUES							
240-315-4125 INTEREST EARNED	-	3,112	-	2,983	3,641		
240-335-4370 WATER/SEWER CONNECTION PERMIT	-	1,035	-	1,265	920		
240-340-4425 WATER/SEWER SALES	312,810	330,589	340,134	375,685	394,156		
240-340-4430 WATER/SEWER CONNECTION FEES	-	-	805	-	-		
240-345-4541 SEWER REIMBURSEMENT SDC	2,862	5,533	8,835	4,944	4,944		
240-385-4895 MISCELLANEOUS REVENUE	15,105	45,126	4,500	3,669	4,500		
SUBTOTAL REVENUES	330,777	385,395	354,274	388,546	408,160	-	-
INTERFUND TRANSFERS							
240-390-4955 TRANSFER FROM DEBT RESERVE FUN	15,745	15,745	15,745	15,745	12,724	-	-
SUBTOTAL INTERFUND TRANSFERS	15,745	15,745	15,745	15,745	12,724	-	-
TOTAL RESOURCES - SEWER FUND	323,635	418,405	475,954	525,910	602,913	-	-

CITY OF LOWELL
SEWER FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
SEWER							
PERSONAL SERVICES							
240-490-5110 CITY ADMINISTRATOR	17,078	18,926	20,499	22,926	23,795		
240-490-5114 CITY CLERK	17,409	19,175	20,040	20,150	20,613		
240-490-5150 PUBLIC WORKS DIRECTOR	20,002	21,872	22,963	25,100	28,680		
240-490-5152 UTILITY WORKER I	11,647	12,418	13,742	3,436	13,923		
240-490-5154 UTILITY WORKER II	13,052	14,489	15,157	13,867	13,923		
240-490-5158 MAINTENANCE WORKER I	2,432	3,199	3,377	3,205	2,735		
240-490-5220 OVERTIME	5,356	5,059	7,759	10,257	6,516		
240-490-5315 SOCIAL SECURITY/MEDICARE	6,967	7,278	8,831	8,640	9,882		
240-490-5320 WORKER'S COMP	2,772	3,359	5,797	5,069	5,934		
240-490-5350 UNEMPLOYMENT	-	-	8,003	-	8,736		
240-490-5410 HEALTH INSURANCE	29,953	27,840	30,614	21,170	29,720		
240-490-5450 PUBLIC EMPLOYEES RETIREMENT	9,397	10,896	11,907	9,857	18,996		
SUBTOTAL PERSONAL SERVICES	136,065	144,511	168,689	143,677	183,454	-	-
FULL-TIME EQUIVALENTS	1.93	1.93	1.93	1.93	2.06		
MATERIALS AND SERVICES							
240-490-6110 AUDITING	5,462	3,900	4,290	4,290	4,419		
240-490-6112 LEGAL SERVICES	-	-	500	-	500		
240-490-6114 FINANCIAL SERVICES	5,268	2,256	3,570	3,570	3,749		
240-490-6116 ENGINEERING SERVICES	-	-	1,000	500	100,000		
240-490-6122 IT SERVICES	2,774	1,838	4,736	2,452	3,881		
240-490-6128 OTHER CONTRACT SERVICES	3,907	3,565	4,000	5,516	3,600		
240-490-6210 INSURANCE & BONDS	4,866	5,731	6,594	5,643	6,115		
240-490-6220 PUBLICATIONS, PRINTING & DUES	278	1,250	400	600	600		
240-490-6226 POSTAGE	1,240	1,163	1,500	1,551	2,000		
240-490-6230 OFFICE SUPPLIES/EQUIPMENT	65	164	250	250	500		
240-490-6234 GENERAL SUPPLIES	1,057	1,201	2,000	1,078	2,000		
240-490-6238 BANK SERVICE CHARGES	2,580	3,856	1,500	2,948	1,500		
240-490-6240 TRAVEL & TRAINING	308	598	1,000	1,250	1,500		

CITY OF LOWELL
SEWER FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
240-490-6290 MISCELLANEOUS	89	315	300	500	500		
240-490-6320 TOTAL - LIBRARY	379	115	1,000	1,000	1,000		
240-490-6324 EQUIPMENT REPAIR & MAINTENANCE	4,407	3,556	5,000	10,000	5,000		
240-490-6330 OTHER REPAIR & MAINTENANCE	10,401	193	12,500	1,000	12,500		
240-490-6334 NON-CAPITALIZED ASSETS	713	2,478	1,000	1,250	1,000		
240-490-6420 WATER SERVICES	3,285	7,053	6,794	10,911	11,457		
240-490-6425 SEWER SERVICES	4,869	6,111	6,469	6,305	6,620		
240-490-6430 ELECTRICITY SERVICES	28,654	23,720	28,619	23,874	25,068		
240-490-6440 TELEPHONE SERVICES	1,662	1,610	1,686	1,445	1,518		
240-490-6445 REFUSE SERVICES	196	299	324	226	238		
240-490-6520 PERMITS	2,561	2,635	3,100	3,100	3,100		
240-490-6692 REIMBURSABLE EXPENDITURE	37	-	-	-	-		
240-490-6710 GAS & OIL	975	902	1,388	1,388	1,457		
240-490-6750 CHEMICALS & LAB SUPPLIES	10,709	11,090	13,000	14,000	14,700		
240-490-6755 WATER/SEWER ANALYSIS	11,030	10,384	11,500	9,983	10,483		
SUBTOTAL MATERIALS AND SERVICES	107,772	95,985	124,020	114,632	225,003	-	-
CAPITAL OUTLAY							
240-700-8320 SOFTWARE	6,754	150	7,955	6,544	-		
230-700-8425 VEHICLES & ROLLING STOCK	-	-	-	6,544	-		
240-700-8335 EQUIPMENT & FURNISHINGS	-	-	16,000	15,000	42,000		
SUBTOTAL CAPITAL OUTLAY	6,754	150	23,955	28,088	42,000	-	-
TOTAL - SEWER	250,591	240,647	316,664	286,397	450,458	-	-

CITY OF LOWELL
SEWER FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
DEBT SERVICE							
240-800-7110 LOAN PRINCIPAL	17,914	18,038	18,171	18,171	18,313		
240-900-7111 LOAN PRINCIPAL - CITY HALL/LIBRARY	-	-	-	-	1,367		
240-800-7122 LOAN PRINCIPAL - SPWF	3,667	3,856	4,056	4,056	4,056		
240-800-7124 LOAN PRINCIPAL - RD	5,931	6,095	6,263	6,263	6,263		
240-800-7510 LOAN INTEREST	12,121	11,360	10,571	10,571	9,573		
230-900-7511 LOAN INTEREST - CITY HALL/LIBRARY	-	-	-	-	1,860		
240-800-7522 LOAN INTEREST - SPWF	3,756	3,566	3,367	3,367	3,367		
240-800-7524 LOAN INTEREST - RD	9,813	9,649	9,482	9,482	9,487		
SUBTOTAL DEBT SERVICE	53,202	52,564	51,910	51,910	54,286	-	-
INTERFUND TRANSFERS							
240-900-9121 TRANSFER TO SEWER RESERVE FUND	1,575	1,575	1,575	1,575	1,575		
240-900-9150 TRANSFER TO EQUIPMENT FUND	1,000	2,000	2,000	4,000	6,000		
SUBTOTAL INTERFUND TRANSFERS	2,575	3,575	3,575	5,575	7,575	-	-
CONTINGENCY							
240-900-9590 CONTINGENCY	-	-	103,805	-	90,595		
SUBTOTAL CONTINGENCY	-	-	103,805	-	90,595	-	-
TOTAL - NONDEPARTMENTAL	55,777	56,139	159,290	57,485	152,456	-	-
TOTAL REQUIREMENTS - SEWER FUND	306,368	296,786	475,954	343,882	602,913	-	-
ENDING FUND BALANCE	17,267	121,619	-	182,029	(0)	-	-

CITY OF LOWELL
STREET FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
312-3100 BEGINNING FUND BALANCE	123,466	126,877	119,452	126,292	99,659		
SUBTOTAL FUND BALANCE	123,466	126,877	119,452	126,292	99,659	-	-
REVENUES							
312-315-4125 INTEREST EARNED	-	94	500	96	2,045		
312-320-4142 STATE DISTRIBUTIONS	63,960	67,914	77,554	78,622	79,288		
312-320-4151 GRANT REVENUE	-	-	-	-	150,000		
312-345-4513 TRANSPORTATION REIMBURSEMENT SDCS	864	1,340	1,605	1,605	1,605		
312-360-4210 PRINCIPAL PAYMENTS RECEIVED	2,125	-	-	-	-		
312-360-4215 INTEREST PAYMENTS RECEIVED	1,264	-	-	-	-		
312-360-4225 LOAN PROCEEDS	-	-	-	-	268,042		
312-385-4895 MISCELLANEOUS REVENUE	2,220	4,288	-	-	-		
SUBTOTAL REVENUES	70,433	73,637	79,659	80,323	500,980	-	-
INTERFUND TRANSFERS							
312-390-4916 TRANSFER FROM PERSONNEL FUND	3,126	-	-	-	-		
SUBTOTAL INTERFUND TRANSFERS	3,126	-	-	-	-	-	-
TOTAL RESOURCES - STREET FUND	197,025	200,513	199,111	206,615	600,639	-	-

CITY OF LOWELL
STREET FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
STREET							
PERSONAL SERVICES							
312-490-5110 CITY ADMINISTRATOR	6,850	7,570	8,200	8,884	4,326		
312-490-5150 PUBLIC WORKS DIRECTOR	8,795	9,374	9,841	10,757	3,374		
312-490-5152 UTILITY WORKER I	2,960	3,104	3,435	859	1,638		
312-490-5154 UTILITY WORKER II	3,328	3,622	3,789	3,467	1,638		
312-490-5158 MAINTENANCE WORKER I	1,163	1,600	1,689	1,602	-		
312-490-5220 OVERTIME	1,592	1,288	1,377	3,775	676		
312-490-5315 SOCIAL SECURITY/MEDICARE	1,945	2,032	2,462	2,433	1,045		
312-490-5320 WORKER'S COMP	1,194	1,113	1,927	1,700	673		
312-490-5350 UNEMPLOYMENT	-	-	2,252	-	913		
312-490-5410 HEALTH INSURANCE	6,568	6,071	6,672	4,189	2,877		
312-490-5450 PUBLIC EMPLOYEES RETIREMENT	2,534	3,043	3,319	2,977	2,009		
SUBTOTAL PERSONAL SERVICES	36,929	38,816	44,963	40,643	19,169	-	-
FULL-TIME EQUIVALENTS	0.55	0.51	0.51	0.51	0.20		
MATERIALS AND SERVICES							
312-490-6110 AUDITING	549	1,300	1,430	1,300	1,473		
312-490-6114 FINANCIAL SERVICES	529	752	1,190	1,190	1,250		
312-490-6116 ENGINEERING SERVICES	744	840	19,094	19,802	1,000		
312-490-6122 IT SERVICES	263	597	1,198	1,198	1,342		
312-490-6128 OTHER CONTRACT SERVICES	3,655	9,077	12,400	12,400	12,772		
312-490-6210 INSURANCE & BONDS	1,947	1,910	2,198	2,198	2,038		
312-490-6234 GENERAL SUPPLIES	114	144	150	150	150		
312-490-6290 MISCELLANEOUS	502	80	500	500	500		
312-490-6324 EQUIPMENT REPAIR & MAINTENANCE	536	-	500	500	500		
312-490-6330 OTHER REPAIR & MAINTENANCE	1,010	486	1,000	1,000	10,000		
312-490-6334 NON-CAPITALIZED ASSETS	13	671	500	-	500		
312-490-6430 ELECTRICITY SERVICES	14,144	13,402	15,292	19,394	20,364		
312-490-6620 STORM DRAIN MAINTENANCE	1,250	1,923	2,000	-	-		
312-490-6624 STREET SIGNS	302	175	500	500	500		

CITY OF LOWELL
STREET FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17	2017-18	2018-19	2018-19	2019-20		
	ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
312-490-6626 STREET LIGHTS	2,411	-	10,000	-	-		
TOTAL - LIBRARY	27,969	31,355	67,952	60,132	52,388		
CAPITAL OUTLAY							
312-700-8320 SOFTWARE	2,251	50	2,651	2,181	-		
312-700-8530 STREET IMPROVEMENTS	-	-	60,350	-	438,042		
SUBTOTAL CAPITAL OUTLAY	2,251	50	63,001	2,181	438,042	-	-
TOTAL - STREET	67,149	70,222	175,916	102,956	509,599	-	-

CITY OF LOWELL
STREET FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
DEBT SERVICE							
312-900-7111 LOAN PRINCIPAL - CITY HALL/LIBRARY	-	-	-	-	683		
312-900-7511 LOAN INTEREST - CITY HALL/LIBRARY	-	-	-	-	930		
SUBTOTAL CONTINGENCY	-	-	-	-	1,613	-	-
INTERFUND TRANSFERS							
312-900-9150 TRANSFER TO EQUIPMENT FUND	3,000	4,000	4,000	4,000	4,000		
SUBTOTAL INTERFUND TRANSFERS	3,000	4,000	4,000	4,000	4,000	-	-
CONTINGENCY							
312-900-9590 CONTINGENCY	-	-	19,195	-	85,427		
SUBTOTAL CONTINGENCY	-	-	19,195	-	85,427	-	-
TOTAL EXPENDITURES - NONDEPARTMENTAL	3,000	4,000	23,195	4,000	91,040	-	-
TOTAL REQUIREMENTS - STREET FUND	70,149	74,222	199,111	106,956	600,639	-	-
ENDING FUND BALANCE	126,876	126,292	-	99,659	(0)	-	-

CITY OF LOWELL
BBJ FESTIVAL FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
314-3100 BEGINNING FUND BALANCE	17,763	21,526	17,051	19,374	14,522		
SUBTOTAL FUND BALANCE	17,763	21,526	17,051	19,374	14,522	-	-
REVENUES							
314-315-4125 INTEREST EARNED	12	12	10	10	290		
314-380-4861 CRAFT/COMMERCIAL BOOTH SALES	-	2,215	3,000	2,400	3,000		
314-380-4862 FOOD BOOTH SALES	-	570	800	600	1,200		
314-380-4863 BEER GARDEN	-	-	-	-	3,000		
314-380-4864 JAM SALES	-	220	1,000	1,250	1,500		
314-380-4866 QUILT RAFFLE SALES	-	1,386	4,000	3,000	4,000		
314-380-4868 PROGRAM AD SALES	-	2,670	2,700	2,700	2,750		
314-380-4870 SPONSORSHIP REVENUE	-	1,750	2,250	2,000	4,000		
314-380-4876 5K RACE REVENUE	-	-	1,100	595	1,100		
314-380-4878 CAR SHOW REVENUE	-	430	4,000	3,207	3,500		
314-380-4880 FISHING DERBY REVENUE	-	200	350	440	440		
314-380-4882 HORSESHOE TOURNEY REVENUE	-	-	100	100	100		
314-380-4884 KIDZ KORNER REVENUE	-	-	1,000	796	1,000		
314-380-4886 PIE EATING CONTEST REVENUE	-	-	200	-	100		
314-380-4888 RC FLYERS REVENUE	-	-	400	-	-		
314-380-4889 BBJ FESTIVAL OTHER REVENUE	-	11,365	-	-	-		
314-385-4895 MISCELLANEOUS REVENUE	22,187	-	500	500	500		
SUBTOTAL REVENUES	22,199	20,818	21,410	17,598	26,480	-	-
TOTAL RESOURCES - BBJ FESTIVAL FUND	39,962	42,345	38,461	36,972	41,003	-	-

CITY OF LOWELL
BBJ FESTIVAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
BBJ FESTIVAL							
MATERIALS AND SERVICES							
314-490-6118 POLICE SERVICES	-	-	1,500	-	1,500		
314-490-6122 IT SERVICES	-	84	450	260	450		
314-490-6220 PUBLICATIONS, PRINTING & DUES	-	-	1,200	1,200	1,200		
314-490-6224 FESTIVAL ADVERTISEMENT	-	169	1,400	1,000	1,500		
314-490-6226 POSTAGE	-	30	50	50	50		
314-490-6290 MISCELLANEOUS	-	32	1,850	2,500	2,000		
314-490-6440 TELEPHONE SERVICES	-	65	-	200	200		
314-490-6445 REFUSE SERVICES	-	-	90	812	1,000		
314-490-6614 MATERIALS & SERVICES	18,436	20,683	-	-	-		
314-490-6705 RENT	-	280	500	940	1,000		
314-490-6810 CRAFT/COMMERCIAL BOOTH EXP	-	10	750	500	750		
314-490-6812 FOOD BOOTH EXP	-	-	-	100	100		
314-490-6813 BEER GARDEN	-	-	-	-	1,500		
314-490-6814 JAM SALES EXP	-	434	1,000	748	750		
314-490-6816 QUILT RAFFLE	-	498	4,000	4,000	4,000		
314-490-6850 5K RACE EXP	-	185	1,100	600	600		
314-490-6852 CAR SHOW EXP	-	500	4,000	4,000	4,000		
314-490-6854 FISHING DERBY EXP	-	-	350	440	440		
314-490-6856 HORSESHOE TOURNEY EXP	-	-	100	50	50		
314-490-6858 KIDZ KORNER EXP	-	-	1,000	1,000	1,000		
314-490-6860 PIE EATING CONTEST EXP	-	-	200	200	200		
314-490-6862 RC FLYERS EXP	-	-	400	-	100		
314-490-6864 ENTERTAINMENT EXP	-	-	3,850	3,850	4,000		
SUBTOTAL MATERIALS AND SERVICES	18,436	22,970	23,790	22,450	26,390	-	-
TOTAL - BBJ FESTIVAL	18,436	22,970	23,790	22,450	26,390	-	-

CITY OF LOWELL
BBJ FESTIVAL FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
CONTINGENCY							
314-900-9590 CONTINGENCY	-	-	14,671	-	14,613	-	-
SUBTOTAL CONTINGENCY	-	-	14,671	-	14,613	-	-
TOTAL - NONDEPARTMENTAL	-	-	14,671	-	14,613	-	-
TOTAL REQUIREMENTS - BBJ FESTIVAL FUND	18,436	22,970	38,461	22,450	41,003	-	-
ENDING FUND BALANCE	21,526	19,374	-	14,522	(0)	-	-

CITY OF LOWELL
SDC FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

		2016-17	2017-18	2018-19	2018-19	2019-20		
DESCRIPTION		ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	APPROVED	ADOPTED
FUND BALANCE								
417-3100	BEGINNING FUND BALANCE	279,526	316,946	411,247	397,391	-		
SUBTOTAL FUND BALANCE		279,526	316,946	411,247	397,391	-	-	-
REVENUES								
417-315-4125	INTEREST EARNED	-	342	-	-	-		
417-345-4510	PARK SDC FEES	928	8,824	-	-	-		
417-345-4512	TRANSPORTATION SDC	558	7,682	-	-	-		
417-345-4530	WATER SDC	3,607	34,308	-	-	-		
417-345-4540	SEWER SDC	1,009	9,594	-	-	-		
417-345-4545	STORM DRAINAGE SDC	635	6,800	-	-	-		
SUBTOTAL REVENUES		6,737	67,550	-	-	-	-	-
INTERFUND TRANSFERS								
417-390-4910	TRANSFER FROM GENERAL FUND	3,428	12,895	-	-			
SUBTOTAL INTERFUND TRANSFERS		3,428	12,895	-	-	-	-	-
TOTAL RESOURCES - SDC FUND		289,691	397,391	411,247	397,391	-	-	-

CITY OF LOWELL
SDC FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
SDC							
CAPITAL OUTLAY							
417-700-8520 PARKS IMPROVEMENTS	-	-	-	-	-	-	-
417-700-8530 STREET IMPROVEMENTS	-	-	-	-	-	-	-
417-700-8540 WATER SYSTEMS	-	-	-	-	-	-	-
417-700-8550 SEWER SYSTEMS	-	-	-	-	-	-	-
417-700-8560 STORMWATER IMPROVEMENTS	-	-	-	-	-	-	-
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
INTERFUND TRANSFERS							
417-900-9118 TRANSFER TO WATER SDC FUND	-	-	203,746	196,254	-	-	-
417-900-9119 TRANSFER TO PARKS SDC FUND	-	-	39,627	37,691	-	-	-
417-900-9120 TRANSFER TO STORMWATER SDC FUND	-	-	25,665	24,340	-	-	-
417-900-9121 TRANSFER TO SEWER SDC FUND	-	-	117,962	115,917	-	-	-
417-900-9122 TRANSFER TO STREETS SDC FUN	-	-	24,247	23,189	-	-	-
417-900-9155 TRANSFER TO DEBT RESERVE FUND	-	-	-	-	-	-	-
SUBTOTAL INTERFUND TRANSFERS	-	-	411,247	397,391	-	-	-
RESERVED FOR FUTURE EXPENDITURE							
417-900-9893 RESERVED FOR FUTURE USE - WATE	161,778	-	-	-	-	-	-
417-900-9895 RESERVED FOR FUTURE USE - PARK	28,833	-	-	-	-	-	-
417-900-9896 RESERVED FOR FUTURE USE - STOR	17,520	-	-	-	-	-	-
417-900-9897 RESERVED FOR FUTURE USE - SEWE	93,329	-	-	-	-	-	-
417-900-9898 RESERVED FOR FUTURE USE - STRE	15,485	-	-	-	-	-	-
SUBTOTAL RESERVED FOR FUTURE EXPENDI	316,944	-	-	-	-	-	-
TOTAL - NONDEPARTMENTAL	316,944	-	411,247	397,391	-	-	-
TOTAL REQUIREMENTS - SDC FUND	316,944	-	411,247	397,391	-	-	-
ENDING FUND BALANCE	-	-	-	-	-	-	-

CITY OF LOWELL
PARKS SDC FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
410-3100 BEGINNING FUND BALANCE	-	-	-	-	46,513		
SUBTOTAL FUND BALANCE	-	-	-	-	46,513	-	-
REVENUES							
410-315-4125 INTEREST EARNED	-	-	1,011	942	1,163		
410-345-4510 PARK SDC FEES	-	-	14,160	7,880	7,880		
SUBTOTAL REVENUES	-	-	15,171	8,822	9,043	-	-
INTERFUND TRANSFERS							
410-390-4917 TRANSFER FROM SDC FUND	-	-	39,627	37,691	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	39,627	37,691	-	-	-
TOTAL RESOURCES - PARKS SDC FUND	-	-	54,798	46,513	55,556	-	-

CITY OF LOWELL
PARKS SDC FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
410-490-6128 OTHER CONTRACT SERVICES	-	-	2,000	-	10,000		
SUBTOTAL INTERFUND TRANSFERS	-	-	2,000	-	10,000	-	-
CAPITAL OUTLAY							
410-700-8520 PARKS IMPROVEMENTS	-	-	-	-	45,556		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	45,556	-	-
RESERVED FOR FUTURE EXPENDITURE							
410-900-9895 RESERVED FOR FUTURE USE - PARK	-	-	52,798	46,513			
SUBTOTAL RESERVED FOR FUTURE EXPENDI	-	-	52,798	46,513	-	-	-
TOTAL - NONDEPARTMENTAL	-	-	54,798	46,513	55,556	-	-
TOTAL REQUIREMENTS - PARKS SDC FUND	-	-	54,798	46,513	55,556	-	-
ENDING FUND BALANCE	-	-	-	-	0	-	-

CITY OF LOWELL
TRANSPORTATION SDC FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
412-3100 BEGINNING FUND BALANCE	-	-	-	-	28,503	-	-
SUBTOTAL FUND BALANCE	-	-	-	-	28,503	-	-
REVENUES							
412-315-4125 INTEREST EARNED	-	-	655	580	713		
412-345-4512 TRANSPORTATION SDC	-	-	8,505	4,736	4,736		
SUBTOTAL REVENUES	-	-	9,160	5,316	5,449	-	-
INTERFUND TRANSFERS							
412-390-4917 TRANSFER FROM SDC FUND	-	-	24,247	23,187	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	24,247	23,187	-	-	-
TOTAL RESOURCES - TRANSPORTATION SDC	-	-	33,407	28,503	33,951	-	-

CITY OF LOWELL
TRANSPORTATION SDC FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
TRANSPORTATION SDCS							
MATERIALS AND SERVICES							
412-490-6128 OTHER CONTRACT SERVICES	-	-	2,000	-	2,000		
SUBTOTAL INTERFUND TRANSFERS	-	-	2,000	-	2,000	-	-
CAPITAL OUTLAY							
412-700-8530 STREET IMPROVEMENTS	-	-	-	-	31,951		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	31,951	-	-
RESERVED FOR FUTURE EXPENDITURE							
412-900-9898 RESERVED FOR FUTURE USE - STRE		-	31,407	28,503	-		
SUBTOTAL RESERVED FOR FUTURE EXPENDI	-	-	31,407	28,503	-	-	-
TOTAL - NONDEPARTMENTAL	-	-	33,407	28,503	33,951	-	-
TOTAL REQUIREMENTS - TRANSPORTATION	-	-	33,407	28,503	33,951	-	-
ENDING FUND BALANCE	-	-	-	-	0	-	-

CITY OF LOWELL
WATER SDC FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
430-3100 BEGINNING FUND BALANCE	-	-	-	-	239,460		
SUBTOTAL FUND BALANCE	-	-	-	-	239,460	-	-
REVENUES							
430-315-4125 INTEREST EARNED	-	-	3,768	4,906	5,987		
430-345-4530 WATER SDC	-	-	55,020	38,300	30,640		
SUBTOTAL REVENUES	-	-	58,788	43,206	36,627	-	-
INTERFUND TRANSFERS							
430-390-4917 TRANSFER FROM GENERAL FUND	-	-	203,746	196,254	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	203,746	196,254	-	-	-
TOTAL RESOURCES - WATER SDC FUND	-	-	262,534	239,460	276,087	-	-

CITY OF LOWELL
WATER SDC FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
430-490-6128 OTHER CONTRACT SERVICES	-	-	2,000	-	2,000		
SUBTOTAL INTERFUND TRANSFERS	-	-	2,000	-	2,000	-	-
CAPITAL OUTLAY							
430-700-8530 WATER SYSTEMS IMPROVEMENTS	-	-	-	-	274,087		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	274,087	-	-
RESERVED FOR FUTURE EXPENDITURE							
430-900-9893 RESERVED FOR FUTURE USE - WATE		-	260,534	239,460	-		
SUBTOTAL RESERVED FOR FUTURE EXPENDI	-	-	260,534	239,460	-	-	-
TOTAL - NONDEPARTMENTAL	-	-	262,534	239,460	276,087	-	-
TOTAL REQUIREMENTS - WATER SDC FUND	-	-	262,534	239,460	276,087	-	-
ENDING FUND BALANCE	-	-	-	0	-	-	-

CITY OF LOWELL
SEWER SDC FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
440-3100 BEGINNING FUND BALANCE	-	-	-	-	127,383		
SUBTOTAL FUND BALANCE	-	-	-	-	127,383	-	-
REVENUES							
440-315-4125 INTEREST EARNED	-	-	2,581	2,898	3,185		
440-345-4540 SEWER SDC	-	-	15,390	8,568	8,568		
SUBTOTAL REVENUES	-	-	17,971	11,466	11,753	-	-
INTERFUND TRANSFERS							
440-390-4917 TRANSFER FROM GENERAL FUND	-	-	117,962	115,917	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	117,962	115,917	-	-	-
TOTAL RESOURCES - SEWER SDC FUND	-	-	135,933	127,383	139,136	-	-

CITY OF LOWELL
SEWER SDC FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
440-490-6128 OTHER CONTRACT SERVICES	-	-	2,000	-	2,000		
SUBTOTAL INTERFUND TRANSFERS	-	-	2,000	-	2,000	-	-
CAPITAL OUTLAY							
440-700-8550 CAPITAL OUTLAY - SEWER SYSTEMS	-	-	-	-	137,136		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	137,136	-	-
RESERVED FOR FUTURE EXPENDITURE							
440-900-9897 RESERVED FOR FUTURE USE - SEWE		-	133,933	127,383	-		
SUBTOTAL RESERVED FOR FUTURE EXPENDI	-	-	133,933	127,383	-	-	-
TOTAL - NONDEPARTMENTAL	-	-	135,933	127,383	139,136	-	-
TOTAL REQUIREMENTS - SEWER SDC FUND	-	-	135,933	127,383	139,136	-	-
ENDING FUND BALANCE	-	-	-	(0)	(0)	-	-

CITY OF LOWELL
STORMWATER SDC FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
445-3100 BEGINNING FUND BALANCE	-	-	-	-	30,333		
SUBTOTAL FUND BALANCE	-	-	-	-	30,333	-	-
REVENUES							
445-315-4125 INTEREST EARNED	-	-	193	609	758		
445-345-4540 STORMWATER SDC	-	-	9,675	5,384	5,384		
SUBTOTAL REVENUES	-	-	9,868	5,993	6,142	-	-
INTERFUND TRANSFERS							
445-390-4917 TRANSFER FROM SDC FUND	-	-	25,665	24,340	-		
SUBTOTAL INTERFUND TRANSFERS	-	-	25,665	24,340	-	-	-
TOTAL RESOURCES - STORMWATER SDC FUND	-	-	35,533	30,333	36,475	-	-

CITY OF LOWELL
STORMWATER SDC FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
MATERIALS AND SERVICES							
445-490-6128 OTHER CONTRACT SERVICES	-	-	2,000	-	2,000		
SUBTOTAL MATERIALS AND SERVICES	-	-	2,000	-	2,000	-	-
CAPITAL OUTLAY							
445-700-8560 STORMWATER IMPROVEMENTS	-	-	-	-	34,475		
SUBTOTAL CAPITAL OUTLAY	-	-	-	-	34,475	-	-
RESERVED FOR FUTURE EXPENDITURE							
445-900-9896 RESERVED FOR FUTURE USE - STORMWATER	-	-	33,533	30,333	-		
SUBTOTAL RESERVED FOR FUTURE EXPENDI	-	-	33,533	30,333	-	-	-
TOTAL - NONDEPARTMENTAL	-	-	35,533	30,333	36,475	-	-
TOTAL REQUIREMENTS - STORMWATER SDC	-	-	35,533	30,333	36,475	-	-
ENDING FUND BALANCE	-	-	-	-	(0)	-	-

CITY OF LOWELL
WATER RESERVE FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
520-3100 BEGINNING FUND BALANCE	7,876	11,814	15,752	15,752	19,690	-	-
SUBTOTAL FUND BALANCE	7,876	11,814	15,752	15,752	19,690	-	-
INTERFUND TRANSFERS							
520-390-4930 TRANSFER FROM WATER FUND	3,938	3,938	3,938	3,938	3,938		
SUBTOTAL INTERFUND TRANSFERS	3,938	3,938	3,938	3,938	3,938	-	-
TOTAL RESOURCES - WATER RESERVE FUND	11,814	15,752	19,690	19,690	23,628	-	-

CITY OF LOWELL
WATER RESERVE FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
RESERVED FOR FUTURE EXPENDITURE							
520-900-9892 RESERVED FOR WATER BOND PAYMEN	11,814	15,752	19,690	19,690	23,628		
SUBTOTAL RESERVED FOR FUTURE EXPENDI	11,814	15,752	19,690	19,690	23,628	-	-
TOTAL - NONDEPARTMENTAL	11,814	15,752	19,690	19,690	23,628	-	-
TOTAL REQUIREMENTS - WATER RESERVE F	11,814	15,752	19,690	19,690	23,628	-	-
ENDING FUND BALANCE	-	-	-	-	-	-	-

CITY OF LOWELL
SEWER RESERVE FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
521-3100 BEGINNING FUND BALANCE	3,520	5,095	6,670	6,670	8,245	-	-
SUBTOTAL FUND BALANCE	3,520	5,095	6,670	6,670	8,245	-	-
INTERFUND TRANSFERS							
521-390-4940 TRANSFER FROM SEWER FUND	1,575	1,575	1,575	1,575	1,575		
SUBTOTAL INTERFUND TRANSFERS	1,575	1,575	1,575	1,575	1,575	-	-
TOTAL RESOURCES - SEWER RESERVE FUND	5,095	6,670	8,245	8,245	9,820	-	-

CITY OF LOWELL
SEWER RESERVE FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
RESERVED FOR FUTURE EXPENDITURE							
521-900-9891 RESERVED FOR SEWER BOND PAYMENT	5,095	6,670	8,245	8,245	9,820		
SUBTOTAL RESERVED FOR FUTURE EXPENDI	5,095	6,670	8,245	8,245	9,820	-	-
TOTAL - NONDEPARTMENTAL	-	-	-	8,245	9,820	-	-
TOTAL REQUIREMENTS - SEWER RESERVE FU	5,095	6,670	8,245	8,245	9,820	-	-
ENDING FUND BALANCE	-	(0)	(0)	-	-	-	-

CITY OF LOWELL
EQUIPMENT FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
550-3100 BEGINNING FUND BALANCE	30,188	17,195	43,579	43,614	35		
SUBTOTAL FUND BALANCE	30,188	17,195	43,579	43,614	35	-	-
REVENUES							
550-315-4125 INTEREST EARNED	-	300	-	-	-		
550-370-4849 CAPITAL ASSET DISPOSAL	-	16,384	-	-	-		
SUBTOTAL REVENUES	-	16,684	-	-	-	-	-
INTERFUND TRANSFERS							
550-390-4910 TRANSFER FROM GENERAL FUND	1,000	2,000	2,000	2,000	6,000		
550-390-4912 TRANSFER FROM STREET FUND	3,000	4,000	4,000	4,000	4,000		
550-390-4930 TRANSFER FROM WATER FUND	1,000	2,000	2,000	2,000	6,000		
550-390-4940 TRANSFER FROM SEWER FUND	1,000	2,000	2,000	2,000	6,000		
SUBTOTAL INTERFUND TRANSFERS	6,000	10,000	10,000	10,000	22,000	-	-
TOTAL RESOURCES - EQUIPMENT FUND	36,188	43,879	53,579	53,614	22,035	-	-

CITY OF LOWELL
EQUIPMENT FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
EQUIPMENT							
CAPITAL OUTLAY							
550-700-8425 CAPITAL OUTLAY - VEHICLES & RO	18,993	-	53,579	53,579	22,035		
SUBTOTAL CAPITAL OUTLAY	18,993	-	53,579	53,579	22,035	-	-
TOTAL - NONDEPARTMENTAL	18,993	-	53,579	53,579	22,035	-	-
TOTAL REQUIREMENTS - EQUIPMENT FUND	18,993	-	53,579	53,579	22,035	-	-
ENDING FUND BALANCE	17,195	43,879	-	35	0	-	-

CITY OF LOWELL
DEBT RESERVE FUND RESOURCES
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
FUND BALANCE							
555-3100 BEGINNING FUND BALANCE	106,980	51,854	28,395	28,469	12,724	-	-
SUBTOTAL FUND BALANCE	106,980	51,854	28,395	28,469	12,724	-	-
REVENUES							
555-315-4125 INTEREST EARNED	-	-	-	-	-	-	-
SUBTOTAL INTERFUND TRANSFERS	-	-	-	-	-	-	-
INTERFUND TRANSFERS							
555-390-4917 TRANSFER FROM SDC FUND	-	-	-	-	-	-	-
SUBTOTAL INTERFUND TRANSFERS	-	-	-	-	-	-	-
TOTAL RESOURCES - DEBT RESERVE FUND	106,980	51,854	28,395	28,469	12,724	-	-

CITY OF LOWELL
DEBT RESERVE FUND REQUIREMENTS
JULY 1, 2019 - JUNE 30, 2020

DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATED	2019-20		
					PROPOSED	APPROVED	ADOPTED
NONDEPARTMENTAL							
INTERFUND TRANSFERS							
555-900-9130 TRANSFER TO WATER FUND	39,381	7,715	-	-	-		
555-900-9140 TRANSFER TO SEWER FUND	15,745	15,745	15,745	15,745	12,724		
SUBTOTAL INTERFUND TRANSFERS	55,126	23,460	15,745	15,745	12,724	-	-
RESERVED FOR FUTURE EXPENDITURE							
555-900-9893 RESERVED FOR FUTURE USE - WATE	7,714	-	-	-	-		
555-900-9897 RESERVED FOR FUTURE USE - SEWE	44,140	28,395	12,650	12,724	-		
SUBTOTAL RESERVED FOR FUTURE EXPENDI	51,854	28,395	12,650	12,724	-	-	-
TOTAL - NONDEPARTMENTAL	-	-	-	12,724	-	-	-
TOTAL REQUIREMENTS - DEBT RESERVE FUN	106,980	51,855	28,395	28,469	12,724	-	-
ENDING FUND BALANCE	-	(1)	-	-	-	-	-

**CITY OF LOWELL
SCHEDULE OF TRANSFERS
JULY 1, 2019 - JUNE 30, 2020**

TRANSFER FROM	TRANSFER TO	AMOUNT
GENERAL FUND	EQUIPMENT FUND	6,000
STREET FUND	EQUIPMENT FUND	4,000
WATER FUND	EQUIPMENT FUND	6,000
WATER FUND	WATER RESERVE FUND	3,938
SEWER FUND	EQUIPMENT FUND	6,000
SEWER FUND	SEWER RESERVE FUND	1,575

**CITY OF LOWELL
APPROPRIATION SUMMARY
JULY 1, 2019 - JUNE 30, 2020**

GENERAL FUND	
ADMINISTRATION	182,987
PARKS AND RECREATION	851,891
POLICE	35,561
COMMUNITY DEVELOPMENT	63,327
LIBRARY	339,929
CODE ENFORCEMENT	14,738
TOURISM	11,350
MUNICIPAL COURT	14,170
NON-DEPARTMENTAL	
INTERFUND TRANSFERS	6,000
DEBT SERVICE	32,269
CONTINGENCY	60,502
TOTAL	1,612,725

BBJ FESTIVAL FUND	
BBJ FESTIVAL	26,390
CONTINGENCY	14,613
TOTAL	41,003

WATER FUND	
WATER	545,910
DEBT SERVICE	67,311
INTERFUND TRANSFERS	9,938
CONTINGENCY	55,311
TOTAL	678,470

SEWER FUND	
SEWER	433,458
DEBT SERVICE	54,286
INTERFUND TRANSFERS	7,575
CONTINGENCY	107,595
TOTAL	602,913

STREET FUND	
STREET	509,599
DEBT SERVICE	1,613
TRANSFERS	4,000
CONTINGENCY	85,427
TOTAL	91,040

WATER SDC FUND	
MATERIALS & SERVICES	2,000
CAPITAL OUTLAY	274,087
TOTAL	276,087

SEWER SDC FUND	
MATERIALS & SERVICES	2,000
CAPITAL OUTLAY	137,136
TOTAL	139,136

STORMWATER SDC FUND	
MATERIALS & SERVICES	2,000
CAPITAL OUTLAY	34,475
TOTAL	36,475

TRANSPORTATION SDC FUND	
MATERIALS & SERVICES	2,000
CAPITAL OUTLAY	31,951
TOTAL	33,951

PARKS SDC FUND	
MATERIALS & SERVICES	10,000
CAPITAL OUTLAY	45,556
TOTAL	10,000

EQUIPMENT FUND	
CAPITAL OUTLAY	22,035
TOTAL	22,035

DEBT RESERVE FUND	
INTERFUND TRANSFERS	12,724
TOTAL	12,724

APPROPRIATIONS BY DEPARTMENT OR PROGRAM	3,029,311
APPROPRIATIONS NOT ALLOCATED BY DEPARTMENT OR PROGRAM	1,082,403
TOTAL APPROPRIATIONS	4,111,714
UNAPPROPRIATED AND RESERVE AMOUNTS	40,948
TOTAL PROPOSED BUDGET	4,152,662