

**CITY OF DUNDEE
CITY COUNCIL MEETING
Fire Hall Community Room**

Phone (503) 538-3922 ~ Fax (503) 538-1958

Email: DundeeCity3@comcast.net Website: DundeeCity.org
The Mission of City Government is to provide essential, quality public services in support of the livability, safety and viability of the Dundee community.

JUNE 7, 2016 7 - 9 PM.

Times printed are estimates. Actual time may vary.

1. Open Regular City Council Meeting
2. Pledge of Allegiance
3. Amendments to the Agenda, if any
4. Public Hearing: Budget for Fiscal Year 2016 - 2017 Pages 1 - 62
5. Public Comment: Each speaker will be allowed up to 5 minutes to speak after being recognized by the Mayor. Out of courtesy for the speaker, please refrain from talking.
6. Consent Agenda: The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member (or a citizen through a Council member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Agenda.
 - 6.1 City Council Minutes, May 17, 2016 Pages 63 - 72
 - 6.2 Financial Report Ending April 30, 2016 Pages 73 - 94

Action Required: Motion to Accept the Consent Agenda
7. Old Business:
 - 7.1 Biosolids Plan Options Pages 95 - 112
Discussion
 - 7.2 Resolution No. 2016-09, Solid Waste Rates Pages 113 - 116
Action Required
 - 7.3 Sidewalk/Streetscape Project Update Pages 117 - 120
Discussion
8. New Business:
 - 8.1 Sewer Easement Revision Pages 121 - 126
Action Required
 - 8.2 Water/Sewer Bill Appeal Pages 127 - 128
Action Required
 - 8.3 Resolution No. 2016-10, May 17 Election Results Pages 129 - 130
Action Required
 - 8.4 Ordinance No. 546-2016, Urban Renewal Agency Pages 131 - 134
Action Required
 - 8.5 Resolution No. 2016-11, FY 2016-17 Salary Schedule Pages 135 - 138
Action Required
 - 8.6 Resolution No. 2016-12, State Shared Revenues Pages 139 - 140
Action Required

- 8.7 Audit Services Contract Pages 141 - 146
Action Required
- 8.8 Mini Excavator Quotes Pages 147 - 152
Action Required

- 9. Council Concerns & Committee Reports
- 10. Mayor's Report
- 11. City Administrator Report
- 12. Public Comment: Each speaker will be allowed up to 5 minutes to speak after being recognized by the Mayor. Out of courtesy for the speaker, please refrain from talking.
- 13. Adjourn

Pending Business:

- 1. Public Works
 - 1.1 Highway 99W Sidewalk/Streetscape
 - 1.2 Inflow & Infiltration Program
 - 1.3 Charles Street Storm System
 - 1.4 Dogwood SCA Project
 - 1.5 2016 Street Overlay Program
 - 1.6 Locust Street Waterline Replacement
- 2. Planning/Land Use
 - 2.1 Dundee Riverside Master Plan – Future Actions
 - 2.2 Exterior Lighting – Code Update/Street Light Standards
 - 2.3 Industrial Zone Standards
- 3. City Council
 - 3.1 Update SDC Methodologies
 - 3.2 LID 2013-01 Final Assessment Ordinance
 - 3.3 Urban Renewal
- 4. Parks & Trails
 - 4.1 Viewmont Greenway Park Improvement
 - 4.2 Harvey Creek Trail Property Rehabilitation
 - 4.3 WWTP Nature Park Grant Application
- 5. Next Available Ordinance & Resolution No's.
 - 5.1 Ordinance No. 547-2016
 - 5.2 Resolution No. 2016-13

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the Assistant City Recorder at City Hall (503) 538-3922.

REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: May 31, 2016
Re: FY 2016-2017 Budget Hearing

A hearing on the budget for fiscal year 2016-2017 has been noticed for the June 7 Council meeting. Attached is the budget hearing notice and an updated budget document with the amounts approved by the Budget Committee (middle column). The order of business in conducting this hearing will be:

- a) Hearing on the Budget for Fiscal Year 2016-2017 opened.
- b) Staff report.
- c) Public testimony.
- d) Additional staff comments.
- e) Questions from the Council.
- f) Hearing closed, no further testimony from the audience.
- g) Discussion by the Council.

Council may adjust revenue estimates, reduce expenditures or increase expenditures, provided that any increase is not more than \$5,000 or ten percent of the Budget Committee approved total in each fund. If Council wishes to increase expenditures greater than the \$5,000 or ten percent in any fund, then the revised budget summary must be published for a second hearing. (Note: the hearing must be held no sooner than five days after the publication date) The budget must be adopted at a properly advertised meeting of the City Council prior to July 1.

Since the approval of the proposed budget by the Budget Committee on May 4, the following issues have come up that will affect the budget for FY 2016-17:

1. Marijuana Tax. Recent returns and discussion with a representative of Chalice indicate that increased competition is resulting in decreased sales and lower tax revenue being received. I have already modified the estimate of revenue for the current fiscal year since the preparation of the budget (from \$108,000 to \$93,000) and recommend using a forecast of \$51,000 instead of the \$85,000 used in the approved FY 2016-17 budget. This change in the marijuana tax revenue forecast will result in a lower unappropriated ending fund balance in the General Fund.
2. Dundee Rural FD Payment. The payment from Dundee Rural Fire Protection District to the City of Dundee forecasted for FY 2016-17 was discounted \$3,000 for use as a grant match for equipment for use by the Dundee Fire Department. Chief Stock reported that we were not successful in getting the grant; therefore, we will see an additional \$3,000 in revenue to the General Fund.

3. Administration Personnel Costs. The city administrator salary was increased from \$80,340 to \$83,000 effective July 1, 2016 and the vacant administrative assistance position was recently filled at the beginning step and with lower benefit costs. The net result of these changes in the Administration/Finance Department of the General Fund decreases personnel services by \$1,700 from the approved budget amount of \$230,200 to \$228,500.

4. Façade Grant Program. At the time of preparation of the proposed budget I had anticipated about two thirds of the façade grant program would be expended in the current fiscal year, \$14,300, and that \$7,100 would carry over to FY 2016-17. I now expect the majority of the program expenditures will take place next fiscal year. The amount expended to date is \$1,958 for architect services, leaving a balance of \$19,417 of the funds set aside for this program.

5. Fire Department Dispatch. The approved FY 2016-17 budget includes an appropriation of \$24,300 for emergency dispatch services in the Fire Department. This amount is based on the radio support fee charged by WCCCA in the amount of \$17,560 and 15% of emergency dispatch service contract with the City of Newberg in the amount of \$6,740. The Newberg contract dates back to 2004 and the 15% allocation to the Fire Department and 85% allocation to the Police Department has been the historical split in the Dundee budget. Effective July 1, dispatch services to the Dundee Fire Department will be provided by WCCCA through an agreement with Tualatin Valley Fire & Rescue (TVF&R) as a pass through annual fee in the amount of \$15,030. Note: this includes both dispatch services and radio support services. Chief Stock stated there will be a one-time cost from WCCCA for the following:

- IP Tapout box and related labor, for alerts for call in the fire station - \$2,500
- 900 MHz paging receiver for the Tapout with installation - \$900 to \$1200
- 900 MHz pagers with programming and integration into the WCCCA CAD system at \$135 per pager - \$3,500

Including a 20% contingency recommended by WCCCA, this one-time cost to fully integrate the dispatch services change is estimated between \$8,300 and \$8,700. The actual amount of reduction in the dispatch service fee provided by the City of Newberg for removing fire department calls has not been determined as of the date of this memo; however, Police Chief Casey thought it would be about the same as the historical budget split. Since the potential savings, if any, is uncertain, I do not recommend reducing the approved line item of \$24,300.

6. OTIB Loan Repayment. The first repayment of principal on the \$315,200 OTIB loan (No. 0046) that the City took out to finance its share of the local match to the Bypass project was scheduled for January 2017. Since construction of the Bypass will not be completed prior to drawing down the full amount of the loan, the loan repayment schedule will be revised to begin after completion of the Bypass. The first installment of the principal amount for OTIB Loan No. 0046 is \$12,200. The remaining amount, \$11,100, in the Debt Service category of the Street CIP Fund is for repayment of principal of OTIB Loan No. 0047 used to finance local street overlays. I recommend that the \$12,200 be removed from OTIB Loan Repayment and added to Capital Outlay – Overlays.

7. Fire Engine Purchase. The City was successful in its bid to purchase a 2005 Ferrara Metro Star fire engine from the Cloverleaf Fire Department, Houston, Texas in the amount of \$82,720. Cost to transport the fire engine to Dundee is estimated at \$4,500 and there will be some other costs, estimated at \$5,000, to put the new engine into service including installation of the mobile data terminal and communications, decals and some miscellaneous fixtures. The expenditure of approximately \$92,000 was not anticipated in the current fiscal year, which will reduce the amount available for next fiscal

year in the Equipment Reserve Fund. Note: the Equipment Reserve Fund anticipated replacing Engine 31 with used apparatus at an estimated cost of \$104,040 in 2017.

8. Lobbyist – Bypass Project. During consideration of the State Revenue Sharing Fund by the Budget Committee there was discussion on increasing the \$2,500 amount for the Bypass lobbyist to \$5,000. The approved budget did not include any changes in this line item; however, there was discussion that it would be appropriate to budget this additional amount out of the Tourism Fund. The Tourism Fund has an unappropriated ending fund balance of \$600, so adding a new \$2,500 appropriation for the Bypass lobbyist will require a reduction in the expenditures approved by the Budget Committee and/or revised revenue estimate to make up the difference. Note: The Tourism Fund may only be used to fund tourism promotion or tourism-related facilities.

9. YCAP Utility Assistance. The \$900 proposed in the State Revenue Sharing Fund budget for hardship assistance for Dundee water and sewer customers was deleted in the approved budget. YCAP provides screening of applications and determinations of eligibility, with payments from State Revenue Sharing Fund to the Water and Sewer Funds for the amount approved. In lieu of making payments directly from the State Revenue Sharing Fund, this program may continue in a similar format with YCAP screening hardship applications and the “payments” actually representing billing adjustments to the recipient customer accounts. The budgetary impact to the service revenue estimates is relatively minor; however, I will review the agreement with YCAP to ensure continuation of the program as directed by Council.

Following consideration of this new information and any testimony from the budget hearing, I will prepare the resolution adopting the FY 2016-17 budget as amended by the Council for the June 21 meeting.

NOTICE OF BUDGET HEARING

A public meeting of the Dundee City Council will be held on June 7, 2015 at 7:00 p.m. at the Dundee Fire Station Community Room, 801 N. Highway 99W, Dundee, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2016 as approved by the Dundee Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Dundee City Hall, 620 SW 5th Street, Dundee Oregon, between the hours of 8:30 a.m. and 5:00 p.m. or online at www.DundeeCity.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Rob Daykin, City Administrator Telephone: (503) 538-3922 Email: rob.daykin@dundeecity.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2014- 15	Adopted Budget This Year 2015- 16	Approved Budget Next Year 2016 - 17
Beginning Fund Balance/Net Working Capital	3,137,945	3,293,000	3,176,500
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,093,872	2,262,800	2,428,800
Federal, State and all Other Grants, Gifts, Allocations and Donations	1,222,725	1,677,900	1,854,000
Revenue from Bonds and Other Debt	3,705,292	2,446,000	796,000
Interfund Transfers / Internal Service Reimbursements	1,356,600	1,477,600	1,667,500
All Other Resources Except Current Year Property Taxes	322,702	436,500	1,119,300
Current Year Property Taxes Estimated to be Received	568,435	684,800	725,700
Total Resources	12,407,571	12,278,600	11,767,800

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	866,222	927,800	947,200
Materials and Services	1,427,776	1,675,800	1,788,800
Capital Outlay	2,300,069	4,825,400	4,865,900
Debt Service	3,319,635	1,696,300	1,083,200
Interfund Transfers	1,165,366	1,227,400	1,468,400
Contingencies	0	50,000	130,000
Special Payments	0	690,000	720,000
Unappropriated Ending Balance and Reserved for Future Expenditure	3,328,503	1,185,900	764,300
Total Requirements	12,407,571	12,278,600	11,767,800

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Administrative/Finance	318,452	330,700	339,400
FTE	2.40	2.40	2.40
Municipal Court	18,988	20,700	21,400
FTE	0.20	0.20	0.20
Community Development	107,473	122,200	115,100
FTE	0.25	0.25	0.25
Police	458,764	473,300	479,500
FTE	0.00	0.00	0.00
Fire Department	325,278	372,700	404,200
FTE	3.20	3.20	3.20
Streets	646,408	2,540,200	2,826,100
FTE	0.87	0.93	0.71
Water Utility	2,438,881	2,916,500	1,894,100
FTE	2.22	2.24	2.18
Sewer Utility	2,585,303	3,224,200	3,410,900
FTE	1.57	1.84	1.89
Storm Water Utility	228,966	611,100	374,700
FTE	0.54	0.60	0.37
Fire Station Construction	3,408,775	135,400	182,000
FTE	0.00	0.00	0.00
Not Allocated to Organizational Unit or Program	1,870,283	1,531,600	1,720,400
FTE	0.00	0.00	0.00
Total Requirements	12,407,571	12,278,600	11,767,800
Total FTE	11.25	11.66	11.20

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

Phase 1 of the sidewalk/streetscape project along Highway 99W will be constructed as a City project in FY 2016-17. It is anticipated ODOT will solicit bids in 2017 for Phase 2 using the Transportation Enhancement grant awarded to the City of Dundee. Water line projects for FY 2016-17 include construction of a new 10" water main installed concurrently with the Phase 1 sidewalk/streetscape project and replacement of substandard water lines on Dogwood Drive and Locust Street prior to the completion of scheduled asphalt overlays. In February 2015, the City took out the fire station construction loan with a twenty-five year term loan from USDA Rural Development. The general obligation bond levy of \$141,304 is for the annual debt service for the \$2,578,000 USDA Rural Development loan used to finance the fire station construction project. In May 2016, the balance of the State of Oregon IFA loan used to finance the construction of a water reservoir was refunded with a bank loan at a lesser interest rate.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2014-15	Rate or Amount Imposed This Year 2015-16	Rate or Amount Approved Next Year 2016-17
Permanent Rate Levy (rate limit 2.3115 per \$1,000)	2.3115	2.3115	2.3115
Local Option Levy			
Levy For General Obligation Bonds	32,988	141,304	160,870

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$2,508,199	
Other Bonds		
Other Borrowings	\$9,885,598	\$195,404
Total	\$12,393,797	\$195,404

CITY OF DUNDEE

**BUDGET FY 2016-2017
SUMMARY OF ALL FUNDS
APPROVED**

	General	Street	Street CIP	Street Reserve	State Revenue Sharing	Equipment Reserve	Parks	Tourism	Fire Station Construction	Bonded Debt	Government Funds Total
REVENUE											
Taxes	711,200	40,000						43,100		150,000	944,300
Franchise Fees	139,700		41,400								181,100
Licenses and Permits	63,200										63,200
Intergovernmental Revenues	148,200	185,000	1,385,000		25,500		9,500				1,753,200
Charges for Services	212,300										212,300
Fines and Forfeitures	54,000										54,000
Miscellaneous Revenues	7,700	200	260,200	200	100	3,800	4,100	5,100		400	281,800
TOTAL REVENUE	1,336,300	225,200	1,686,600	200	25,600	3,800	13,600	48,200	-	150,400	3,489,900
EXPENDITURES											
Personnel Services	526,600	59,400			36,100		3,500	47,000	178,000		586,000
Materials & Services	802,000	90,900									1,157,500
Capital Outlay	31,000	7,000	2,221,300	42,900		799,200	30,000	50,000	4,000		3,185,400
Debt Service			38,800			58,600				150,200	247,600
TOTAL EXPENDITURES	1,359,600	157,300	2,260,100	42,900	36,100	857,800	33,500	97,000	182,000	150,200	5,176,500
Excess (deficiency) of revenue over expenditures	(23,300)	67,900	(573,500)	(42,700)	(10,500)	(854,000)	(19,900)	(48,800)	(182,000)	200	(1,686,600)
OTHER FINANCING SOURCES (USES)											
Loan Proceeds			76,000								76,000
Interfund Loan Received			200,000								200,000
Interfund Loan Advanced											
Transfers In	92,200		85,000		13,000	136,200	5,000		180,000		511,400
Transfers Out	(248,000)	(97,200)			(5,000)						(350,200)
Contingency	(80,000)	(5,000)									(85,000)
TOTAL OTHER FINANCING SOURCES (USES)	(235,800)	(102,200)	361,000	-	8,000	136,200	5,000	-	180,000	-	352,200
Net change in fund balances	(259,100)	(34,300)	(212,500)	(42,700)	(2,500)	(717,800)	(14,900)	(48,800)	(2,000)	200	(1,334,400)
Fund Balances at beginning of year	459,100	36,800	213,600	42,700	2,500	717,800	15,300	49,400	2,000	11,600	1,550,800
Unappropriated Ending Fund Balance	200,000	2,500	1,100	-	-	-	400	600	-	11,800	216,400

CITY OF DUNDEE
BUDGET FY 2016-2017
SUMMARY OF ALL FUNDS
APPROVED

	Water	Water CIP	Sewer	Sewer CIP	Storm Water	Storm Water CIP	Enterprise Funds Total	All Funds Total
REVENUE								
Taxes								944,300
Franchise Fees								181,100
Licenses and Permits								63,200
Intergovernmental Revenues								1,753,200
Charges for Services	619,900	29,600	1,244,000	28,200	104,700	12,000	2,038,400	2,250,700
Fines and Forfeitures								54,000
Miscellaneous Revenues	1,100	9,000	200	788,000	100	200	798,600	1,080,400
TOTAL REVENUE	621,000	38,600	1,244,200	816,200	104,800	12,200	2,837,000	6,326,900
EXPENDITURES								
Personnel Services	169,400		162,900		28,900		361,200	947,200
Materials & Services	220,200		384,800		26,300		631,300	1,788,800
Capital Outlay	32,300	550,200		864,000	234,000		1,680,500	4,865,900
Debt Service		117,300	694,600		23,700		835,600	1,083,200
TOTAL EXPENDITURES	421,900	667,500	547,700	1,558,600	55,200	257,700	3,508,600	8,685,100
Excess (deficiency) of revenue over expenditures	199,100	(628,900)	696,500	(742,400)	49,600	(245,500)	(671,600)	(2,358,200)
OTHER FINANCING SOURCES (USES)								
Loan Proceeds								76,000
Interfund Loan Received								200,000
Interfund Loan Advanced		(200,000)					(200,000)	(200,000)
Transfers In		220,000		695,000		42,000	957,000	1,468,400
Transfers Out	(293,900)		(770,100)		(54,200)		(1,118,200)	(1,468,400)
Contingency	(20,000)		(20,000)		(5,000)		(45,000)	(130,000)
TOTAL OTHER FINANCING SOURCES (USES)	(313,900)	20,000	(790,100)	695,000	(59,200)	42,000	(406,200)	(54,000)
Net change in fund balances	(114,800)	(608,900)	(93,600)	(47,400)	(9,600)	(203,500)	(1,077,800)	(2,412,200)
Fund Balances at beginning of year	127,200	627,300	114,500	541,000	11,400	204,300	1,625,700	3,176,500
Unappropriated Ending Fund Balance	12,400	18,400	20,900	493,600	1,800	800	547,900	764,300

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT
001 -GENERAL FUND

Historical Data					Budget for Next Year 2016-17			
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body	
REVENUE								
1								
2	554,217	576,326	592,900	701,000	Taxes	711,200	711,200	-
3	134,847	145,597	143,600	143,000	Franchise Fees	139,700	139,700	-
4	68,735	62,444	58,600	44,500	Licenses and Permits	63,200	63,200	-
5	130,084	141,010	157,600	148,000	Intergovernmental Revenues	148,200	148,200	-
6	190,083	208,686	210,500	218,300	Charges for Services	212,300	212,300	-
7	54,248	67,215	52,000	58,000	Fines and Forfeitures	54,000	54,000	-
8	6,474	24,013	5,300	8,700	Miscellaneous Revenues	7,700	7,700	-
9	1,138,688	1,225,290	1,220,500	1,321,500	TOTAL REVENUE	1,336,300	1,336,300	-
EXPENDITURES								
10								
11	293,441	318,452	330,700	321,000	Admin / Finance	339,400	339,400	-
12	18,193	18,988	20,700	18,000	Court	21,400	21,400	-
13	83,958	107,473	122,200	95,100	Community Development	115,100	115,100	-
14	448,799	458,764	473,300	469,000	Police Service	479,500	479,500	-
15	275,459	325,278	372,700	360,000	Fire Department	404,200	404,200	-
16	1,119,849	1,228,955	1,319,600	1,263,100	TOTAL EXPENDITURES	1,359,600	1,359,600	-
17								
18					Excess (deficiency) of revenue			
19	18,839	(3,665)	(99,100)	58,400	over expenditures	(23,300)	(23,300)	-
OTHER FINANCING SOURCES (USES)								
20								
21					TRANSFERS IN			
22	26,867	29,066	28,900	31,300	Transfers In from Water	30,000	30,000	-
23	54,320	57,800	59,400	61,000	Transfer In from Sewer	62,200	62,200	-
24	81,186	86,866	88,300	92,300	TOTAL TRANSFER IN	92,200	92,200	-
25					TRANSFERS OUT			
26		(65,000)	(97,000)	(97,000)	Transfer to Fire Station Construction	(180,000)	(180,000)	-
27	(600)				Transfer to State Rev Sharing	(13,000)	(13,000)	-
28	(68,000)	(25,000)			Transfer to Equipment Reserve	(55,000)	(55,000)	-
29	(68,600)	(90,000)	(97,000)	(97,000)	TOTAL TRANSFERS OUT	(248,000)	(248,000)	-
30					OTHER USES			
31					Operating contingency	(80,000)	(80,000)	-
32					TOTAL OTHER USES	(80,000)	(80,000)	-
33	12,586	(3,134)	(8,700)	(4,700)	TOTAL OTHER FINANCING SOURCES (USES)	(235,800)	(235,800)	-
34	31,425	(6,799)	(107,800)	53,700	Net change in fund balances	(259,100)	(259,100)	-
35	380,774	412,199	410,200	405,400	Fund Balances at beginning of year	469,900	459,100	-
36	412,199	405,400	302,400	459,100	Unappropriated Ending fund Balance	210,800	200,000	-

CITY OF DUNDEE
BUDGET FY 2016-2017

GENERAL GOVT.
001-General Fund
00 = General Resources
(Line Item Detail)

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
1					REVENUE			
2								
3					Taxes			
4	512,655	538,007	554,800	558,500	Current Year Property Taxes	577,700	577,700	
5	31,315	26,286	24,000	31,000	Prior Year Property Taxes	30,000	30,000	
6				93,000	Marijuana Tax	85,000	85,000	
7	10,247	12,033	14,100	18,500	Transient Room Tax	18,500	18,500	
8	<u>554,217</u>	<u>576,326</u>	<u>592,900</u>	<u>701,000</u>	Total Taxes	<u>711,200</u>	<u>711,200</u>	-
9								
10					Franchise Fees			
11	66,159	71,736	72,400	71,800	Portland General Electric	69,800	69,800	
12	20,271	26,995	20,600	18,000	Northwest Natural Gas	17,400	17,400	
13	27,616	26,793	27,500	26,900	Comcast	27,000	27,000	
14	7,261	7,758	7,500	7,300	Frontier Communications	7,500	7,500	
15			3,000	5,300	Astound	5,300	5,300	
16	13,540	12,316	12,600	13,700	Waste Management	12,700	12,700	
17	<u>134,847</u>	<u>145,597</u>	<u>143,600</u>	<u>143,000</u>	Total Franchise Fees	<u>139,700</u>	<u>139,700</u>	-
18								
19					Licenses and Permits			
20	4,980	4,760	4,600	4,500	Business / OLCC Licenses	4,200	4,200	
21	45,933	46,600	44,000	20,000	Building Permits	44,000	44,000	
22	13,639	10,063	10,000	20,000	Infrastructure Dev Permits	15,000	15,000	
23	4,183	1,021			Dog Licenses			
24	<u>68,735</u>	<u>62,444</u>	<u>58,600</u>	<u>44,500</u>	Total Licenses and Permits	<u>63,200</u>	<u>63,200</u>	-
25								
26					Intergovernmental Revenues			
27	15,088	14,707	14,600	15,000	911 Tax Receipts	15,200	15,200	
28	4,320	4,255	3,700	4,100	Cigarette Tax Receipts	3,800	3,800	
29	44,277	41,613	51,200	46,000	Liquor Tax Receipts	47,300	47,300	
30			6,400	6,400	Yamhill County Econ. Dev. Grants			
31	66,399	80,435	81,700	76,500	Rural Fire District Contract	81,900	81,900	
32	<u>130,084</u>	<u>141,010</u>	<u>157,600</u>	<u>148,000</u>	Total Intergovernmental Revenues	<u>148,200</u>	<u>148,200</u>	-
33								
34					Charges for Services			
35	102	242	200	100	System Dev Charges-CPRD	100	100	
36	81	118	100	100	School Excise Tax Fee	100	100	
37	1,349	3,155	4,000	1,200	Fire/Medical Services	3,000	3,000	
38	3,128	10,401	3,000	22,500	Fire Conflagration	5,000	5,000	
39	2,778	3,535	5,000	4,100	Land Use / Zoning	5,000	5,000	
40	182,645	191,234	198,200	190,300	Internal Admin Charge	199,100	199,100	
41	<u>190,083</u>	<u>208,686</u>	<u>210,500</u>	<u>218,300</u>	Total Charges for Services	<u>212,300</u>	<u>212,300</u>	-
42								
43					Fines and Forfeitures			
44	54,248	67,215	52,000	58,000	Fines/Forfeit & Court Fees	54,000	54,000	
45	<u>54,248</u>	<u>67,215</u>	<u>52,000</u>	<u>58,000</u>	Total Fines and Forfeitures	<u>54,000</u>	<u>54,000</u>	-
46								
47					Miscellaneous Revenues			
48	2,285	2,417	2,200	2,500	Investment Interest	2,500	2,500	
49	450	16,269		3,000	Private Grants / Contributions			
50	1,095		100		Recovered Expenditures			
51	2,644	5,327	3,000	3,200	Other Misc Revenue	5,200	5,200	
52	<u>6,474</u>	<u>24,013</u>	<u>5,300</u>	<u>8,700</u>	Total Miscellaneous Revenues	<u>7,700</u>	<u>7,700</u>	-
53								
54	<u>1,138,688</u>	<u>1,225,290</u>	<u>1,220,500</u>	<u>1,321,500</u>	TOTAL REVENUE	<u>1,336,300</u>	<u>1,336,300</u>	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
01-Admin / Finance. Dept**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
1					EXPENDITURES			
2								
3					PERSONNEL SERVICES			
4	139,772	151,678	153,800	152,600	Salaries & Wages	152,800	152,800	-
5	61,923	71,350	76,200	72,800	Personnel Benefits	77,400	77,400	-
6	<u>201,695</u>	<u>223,028</u>	<u>230,000</u>	<u>225,400</u>	TOTAL PERSONNEL SERVICES	<u>230,200</u>	<u>230,200</u>	-
7								
8					MATERIALS & SERVICES			
9	4,037	4,052	4,000	3,000	Supplies	4,000	4,000	-
10	45,314	44,289	48,300	46,800	Professional Services	48,100	48,100	-
11	-	-	-	2,700	Contractual Services	1,300	1,300	-
12	6,836	8,990	10,000	7,300	Travel & Training	12,800	12,800	-
13	5,072	6,782	7,300	7,300	Insurance	7,800	7,800	-
14	1,103	1,023	1,300	900	Regulatory Requirements	900	900	-
15	6,800	6,267	6,400	6,300	Utilities	6,400	6,400	-
16	7,270	7,696	9,200	7,800	Repairs & Maintenance	9,200	9,200	-
17	<u>11,033</u>	<u>12,256</u>	<u>13,000</u>	<u>12,500</u>	Other Materials & Services	<u>14,200</u>	<u>14,200</u>	-
18	<u>87,464</u>	<u>91,354</u>	<u>99,500</u>	<u>94,600</u>	TOTAL MATERIALS & SERVICES	<u>104,700</u>	<u>104,700</u>	-
19								
20	4,283	4,069	1,200	1,000	CAPITAL OUTLAY	4,500	4,500	-
21								
22	<u>293,441</u>	<u>318,452</u>	<u>330,700</u>	<u>321,000</u>	TOTAL EXPENDITURES	<u>339,400</u>	<u>339,400</u>	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
01-Admin / Finance
(Line Item Detail)**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET 2015-16	FORECAST 2015-16		by Budget Officer	by Budget Committee	by Governing Body
1					EXPENDITURES			
2								
3					PERSONNEL SERVICES			
4					Salaries & Wages			
5	139,772	151,678	153,800	152,600	Salaries and Wages	152,800	152,800	
6	139,772	151,678	153,800	152,600	Total Salaries & Wages	152,800	152,800	-
7								
8					Personnel Benefits			
9	10,216	11,032	11,800	11,300	FICA	11,700	11,700	
10	614	457	600	500	Workers' Comp	500	500	
11	134	144	200	200	Unemployment	200	200	
12	24,619	26,586	28,900	28,300	PERS	28,800	28,800	
13	26,339	33,130	34,700	32,500	Group Medical & Life	36,200	36,200	
14	61,923	71,350	76,200	72,800	Total Personnel Benefits	77,400	77,400	-
15								
16	201,695	223,028	230,000	225,400	TOTAL PERSONNEL SERVICES	230,200	230,200	-
17								
18					MATERIALS & SERVICES			
19					Supplies			
20	3,617	3,834	3,400	2,400	Supplies	3,400	3,400	
21	420	218	600	600	Small Tools & Minor Equip	600	600	
22	4,037	4,052	4,000	3,000	Total Supplies	4,000	4,000	-
23								
24					Professional Services			
25	15,000	12,500	15,500	15,500	Accounting /Auditing	12,700	12,700	
26	16,097	18,590	20,000	18,000	Legal	22,000	22,000	
27	12,061	9,498	10,100	10,200	IT Support	10,300	10,300	
28	2,157	3,701	2,200	3,100	Codification	2,600	2,600	
29	-	-	500		Consultant	500	500	
30	45,314	44,289	48,300	46,800	Total Professional Services	48,100	48,100	-
31								
32					Contractual Services			
33				1,400	Temporary Employment			
34				1,300	Equipment Lease	1,300	1,300	
35	-	-	-	2,700	Total Professional Services	1,300	1,300	-
36								
37					Travel & Training			
38	787	1,843	1,000	1,000	Council/Committee Development	3,700	3,700	
39	1,341	2,320	4,000	1,400	Employee Development	4,000	4,000	
40	4,708	4,826	5,000	4,900	Dues & Subscriptions	5,100	5,100	
41	6,836	8,990	10,000	7,300	Total Travel & Training	12,800	12,800	-
42								
43	5,072	6,782	7,300	7,300	Insurance	7,800	7,800	
44								
45					Regulatory Requirements			
46	1,073	1,023	1,200	800	Certifications & Permits	800	800	
47	30	-	100	100	Equipment Testing	100	100	
48	1,103	1,023	1,300	900	Total Regulatory Requirements	900	900	-
49								
50					Utilities			
51	2,105	2,054	2,200	2,100	Electricity	2,200	2,200	
52	1,012	1,025	1,000	1,000	Natural Gas	1,000	1,000	
53	3,683	3,188	3,200	3,200	Telephone & Cable	3,200	3,200	
54	6,800	6,267	6,400	6,300	Total Utilities	6,400	6,400	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
01-Admin / Finance
(Line Item Detail)**

Historical Data					Budget for Next Year 2016-17			
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
			2015-16	2015-16		Officer	Committee	Body
55								
56					Repairs & Maintenance			
57	2,797	5,231	3,800	3,800	Equip Maint/Repair	3,800	3,800	
58	4,049	2,236	5,000	3,400	Bldg Maint/Repair	4,000	4,000	
59	424	229	400	600	Grounds Maintenance	1,400	1,400	
60	7,270	7,696	9,200	7,800	Total Repairs & Maintenance	9,200	9,200	-
61								
62					Other Materials & Services			
63	1,242	911	1,200	1,100	Postage	1,200	1,200	
64	641	591	800	1,700	Legal Notices	900	900	
65	5,370	5,378	6,000	4,900	City Newsletter / Website	6,000	6,000	
66	2,211	3,228	2,500	3,100	Bank Charges	3,400	3,400	
67	876	1,123	1,000	1,000	Lien Search	1,200	1,200	
68	692	1,026	1,500	700	Other Misc Expense	1,500	1,500	
69	11,033	12,256	13,000	12,500	Total Other Materials & Services	14,200	14,200	-
70								
71	87,464	91,354	99,500	94,600	TOTAL MATERIALS & SERVICES	104,700	104,700	-
72								
73					CAPITAL OUTLAY			
74	2,670				City Hall Sign			
75	-	4,069			Office Machine/Furniture			
76	1,613		1,200	1,000	Computer H/W, S/W	4,500	4,500	
77	4,283	4,069	1,200	1,000	TOTAL CAPITAL OUTLAY	4,500	4,500	-
78								
79	293,441	318,452	330,700	321,000	TOTAL EXPENDITURES	339,400	339,400	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
02 - Court**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
1					EXPENDITURES			
2								
3					PERSONNEL SERVICES			
4	7,783	8,164	8,500	8,000	Salaries & Wages	8,600	8,600	-
5	5,523	5,714	6,100	5,200	Personnel Benefits	6,700	6,700	-
6	<u>13,306</u>	<u>13,878</u>	<u>14,600</u>	<u>13,200</u>	TOTAL PERSONNEL SERVICES	<u>15,300</u>	<u>15,300</u>	-
7								
8					MATERIALS & SERVICES			
9	21	131	300	100	Supplies	200	200	-
10	288	402	400	200	Professional Services	400	400	-
11	3,264	3,264	3,300	3,300	Contractual Services	3,900	3,900	-
12	326	350	900	400	Travel & Training	500	500	-
13	988	963	1,200	800	Other Materials & Services	1,100	1,100	-
14	<u>4,886</u>	<u>5,110</u>	<u>6,100</u>	<u>4,800</u>	TOTAL MATERIALS & SERVICES	<u>6,100</u>	<u>6,100</u>	-
15								
16	<u>18,193</u>	<u>18,988</u>	<u>20,700</u>	<u>18,000</u>	TOTAL EXPENDITURES	<u>21,400</u>	<u>21,400</u>	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
02 - Court
(Line Item Detail)**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED	EST		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
			BUDGET 2015-16	FORECAST 2015-16				
1								
					EXPENDITURES			
2								
3					PERSONNEL SERVICES			
4					Salaries & Wages			
5	7,783	8,164	8,500	8,000	Salaries and Wages	8,600	8,600	
6	7,783	8,164	8,500	8,000	Total Salaries & Wages	8,600	8,600	-
7								
8					Personnel Benefits			
9	554	569	700	600	FICA	700	700	
10	40	44	50	50	Workers' Comp	50	50	
11	7	7	50	50	Unemployment	50	50	
12	1,204	1,263	1,300	1,100	PERS	1,700	1,700	
13	3,718	3,830	4,000	3,400	Group Medical & Life	4,200	4,200	
14	5,523	5,714	6,100	5,200	Total Personnel Benefits	6,700	6,700	-
15								
16	13,306	13,878	14,600	13,200	TOTAL PERSONNEL SERVICES	15,300	15,300	-
17								
18					MATERIALS & SERVICES			
19								
20					Supplies			
21	21	131	300	100	Supplies	200	200	
22	21	131	300	100	Total Supplies	200	200	-
23								
24					Professional Services			
25	288	402	400	200	Legal Service	400	400	
26	288	402	400	200	Total Professional Services	400	400	-
27								
28					Contractual Services			
29	2,688	2,688	2,700	2,700	Court Judge	2,700	2,700	
30	576	576	600	600	Interpretation / Bailiff	1,200	1,200	
31	3,264	3,264	3,300	3,300	Total Contractual Services	3,900	3,900	-
32								
33					Travel & Training			
34	276	300	800	300	Employee Development	400	400	
35	50	50	100	100	Dues & Subscriptions	100	100	
36	326	350	900	400	Total Travel & Training	500	500	-
37								
38					Other Materials & Services			
39	254	249	400	300	Postage	300	300	
40	722	710	700	400	Bank Charges	700	700	
41	12	3	100	100	Misc Expense	100	100	
42	988	963	1,200	800	Total Other Materials & Services	1,100	1,100	-
43								
44	4,886	5,110	6,100	4,800	TOTAL MATERIALS & SERVICES	6,100	6,100	-
45								
46	18,193	18,988	20,700	18,000	TOTAL EXPENDITURES	21,400	21,400	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

GENERAL GOVT.
001-General Fund
03 - Community Development

Historical Data				Budget for Next Year 2016-17		
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16	PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
EXPENDITURES						
PERSONNEL SERVICES						
9,696	10,419	10,700	10,500	Salaries & Wages	10,300	10,300
7,183	7,442	8,200	8,000	Personnel Benefits	8,000	8,000
16,879	17,861	18,900	18,500	TOTAL PERSONNEL SERVICES	18,300	18,300
MATERIALS & SERVICES						
340	375	1,100	800	Supplies	900	900
38,421	45,380	42,500	45,200	Professional Services	50,500	50,500
26,431	43,242	36,000	15,000	Contractual Services	36,000	36,000
765	130	1,100	700	Travel & Training	1,100	1,100
1,122	485	22,600	14,900	Other Materials & Services	8,300	8,300
67,079	89,613	103,300	76,600	TOTAL MATERIALS & SERVICES	96,800	96,800
83,958	107,473	122,200	95,100	TOTAL EXPENDITURES	115,100	115,100

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
03 - Community Development
(Line Item Detail)**

Historical Data				Budget for Next Year 2016-17				
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
			2015-16	2015-16		Officer	Committee	Body
1					EXPENDITURES			
2								
3					PERSONNEL SERVICES			
4					Salaries & Wages			
5	9,696	10,419	10,700	10,500	Salaries and Wages	10,300	10,300	
6	9,696	10,419	10,700	10,500	Total Salaries & Wages	10,300	10,300	-
7								
8					Personnel Benefits			
9	648	704	800	800	FICA	800	800	
10	41	46	50	50	Workers' Comp	50	50	
11	9	9	50	50	Unemployment	50	50	
12	1,852	1,988	2,300	2,200	PERS	1,900	1,900	
13	4,634	4,694	5,000	4,900	Group Medical & Life	5,200	5,200	
14	7,183	7,442	8,200	8,000	Total Personnel Benefits	8,000	8,000	-
15								
16	16,879	17,861	18,900	18,500	TOTAL PERSONNEL SERVICES	18,300	18,300	-
17								
18					MATERIALS & SERVICES			
19								
20					Supplies			
21	304	375	1,000	400	Office & Operating Supplies	500	500	
22	36		100	400	Small Tools & Minor Equip	400	400	
23	340	375	1,100	800	Total Supplies	900	900	-
24								
25					Professional Services			
26	2,330	435	2,500	3,200	Legal	2,500	2,500	
27	9,150	20,800	12,000	20,000	Engineering / Architecture	20,000	20,000	
28	26,941	24,146	28,000	22,000	Planning	28,000	28,000	
29	38,421	45,380	42,500	45,200	Total Professional Services	50,500	50,500	-
30								
31					Contractual Services			
32	26,431	43,242	36,000	15,000	Building Inspector	36,000	36,000	
33	26,431	43,242	36,000	15,000	Total Contractual Services	36,000	36,000	-
34								
35					Travel & Training			
36	120	100	500	100	Commissioner Development	500	500	
37	615	30	500	500	Employee Development	500	500	
38	30		100	100	Dues & Subscriptions	100	100	
39	765	130	1,100	700	Total Travel & Training	1,100	1,100	-
40								
41					Other Materials & Services			
42	105	277	500	300	Postage	500	500	
43	172	208	600	200	Legal Notices	600	600	
44			21,400	14,300	Rehab Loans/Grants	7,100	7,100	
45	845		100	100	Other Misc Expense	100	100	
46	1,122	485	22,600	14,900	Total Other Materials & Services	8,300	8,300	-
47								
48	67,079	89,613	103,300	76,600	TOTAL MATERIALS & SERVICES	96,800	96,800	-
49								
50	83,958	107,473	122,200	95,100	TOTAL EXPENDITURES	115,100	115,100	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
04 - Police**

<u>Historical Data</u>				<u>Budget for Next Year 2016-17</u>			
<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>EST</u>	<u>PROPOSED</u>	<u>APPROVED</u>	<u>ADOPTED</u>	
<u>2013-14</u>	<u>2014-15</u>	<u>BUDGET</u>	<u>FORECAST</u>	<u>by Budget</u>	<u>by Budget</u>	<u>by Governing</u>	
		<u>2015-16</u>	<u>2015-16</u>	<u>Officer</u>	<u>Committee</u>	<u>Body</u>	
1							
2							
3							
4							
5	448,799	458,764	473,300	469,000	479,500	479,500	-
6	448,799	458,764	473,300	469,000	479,500	479,500	-
7							
8	448,799	458,764	473,300	469,000	479,500	479,500	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
04 - Police
(Line Item Detail)**

Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST	PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST	by Budget	by Budget	by Governing
			2015-16	2015-16	Officer	Committee	Body
1					EXPENDITURES		
2							
3					MATERIALS & SERVICES		
4							
5					Contractual Services		
6	32,965	34,613	36,400	36,400	Emergency Dispatch (911)	38,200	38,200
7	415,834	424,151	436,900	432,600	Police Services Contract	441,300	441,300
8	448,799	458,764	473,300	469,000	Total Contractual Services	479,500	479,500
9							
10	448,799	458,764	473,300	469,000	TOTAL MATERIALS & SERVICES	479,500	479,500
11							
12	448,799	458,764	473,300	469,000	TOTAL EXPENDITURES	479,500	479,500

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
05-Fire Department**

Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST	PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST	by Budget	by Budget	by Governing
			2015-16	2015-16	Officer	Committee	Body
<i>1</i>							
<i>2</i>							
<i>3</i>							
<i>4</i>	128,708	159,434	166,600	176,100	180,400	180,400	-
<i>5</i>	59,418	63,819	79,400	70,700	82,400	82,400	-
<i>6</i>	<u>188,126</u>	<u>223,254</u>	<u>246,000</u>	<u>246,800</u>	<u>262,800</u>	<u>262,800</u>	<u>-</u>
<i>7</i>							
<i>8</i>							
<i>9</i>	18,463	14,962	18,500	15,000	18,500	18,500	-
<i>10</i>	230	2,877	2,000	1,700	2,000	2,000	-
<i>11</i>	27,613	29,990	28,600	30,100	30,000	30,000	-
<i>12</i>	1,358	1,957	2,200	3,900	3,100	3,100	-
<i>13</i>	11,817	14,553	15,600	16,000	16,600	16,600	-
<i>14</i>	5,365	6,501	9,200	6,000	9,000	9,000	-
<i>15</i>	10,514	17,563	16,800	16,300	16,500	16,500	-
<i>16</i>	5,556	11,356	13,600	15,600	18,500	18,500	-
<i>17</i>	172	217	700	200	700	700	-
<i>18</i>	<u>81,088</u>	<u>99,976</u>	<u>107,200</u>	<u>104,800</u>	<u>114,900</u>	<u>114,900</u>	<u>-</u>
<i>19</i>							
<i>20</i>	6,245	2,049	19,500	8,400	26,500	26,500	-
<i>21</i>							
<i>22</i>	<u>275,459</u>	<u>325,278</u>	<u>372,700</u>	<u>360,000</u>	<u>404,200</u>	<u>404,200</u>	<u>-</u>

CITY OF DUNDEE
BUDGET FY 2016-2017

GENERAL GOVT.
001-General Fund
05-Fire Department
(Line Item Detail)

Historical Data					Budget for Next Year 2016-17		
		ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	ACTUAL	BUDGET	FORECAST		by Budget	by Budget	by Governing
	2013-14	2014-15	2015-16	2015-16	Officer	Committee	Body
1					EXPENDITURES		
2							
3					PERSONNEL SERVICES		
4					Salaries & Wages		
5	116,372	144,582	150,600	155,300	Salaries and Wages	162,400	162,400
6	11,326	10,675	13,000	11,800	Reservists	13,000	13,000
7	1,010	4,176	3,000	9,000	Fire Conflagration Wages	5,000	5,000
8	128,708	159,434	166,600	176,100	Total Salaries & Wages	180,400	180,400
9							
10					Personnel Benefits		
11	9,794	12,083	12,600	13,400	FICA	13,400	13,400
12	16,096	10,928	13,600	10,700	Workers' Comp	12,600	12,600
13	132	158	200	200	Unemployment	200	200
14	18,215	22,419	30,600	27,600	PERS	32,900	32,900
15	15,182	18,231	22,400	18,800	Group Medical & Life	23,300	23,300
16	59,418	63,819	79,400	70,700	Total Personnel Benefits	82,400	82,400
17							
18	188,126	223,254	246,000	246,800	TOTAL PERSONNEL SERVICES	262,800	262,800
19							
20					MATERIALS & SERVICES		
21					Supplies		
22	2,190	2,799	3,500	2,500	Office & Operating Supplies	3,500	3,500
23	6,747	4,490	6,000	5,000	Small Tools & Minor Equip	6,000	6,000
24	7,664	6,324	7,000	6,500	Fuel	7,000	7,000
25	1,862	1,350	2,000	1,000	Uniforms & Clothing	2,000	2,000
26	18,463	14,962	18,500	15,000	Total Supplies	18,500	18,500
27							
28					Professional Services		
29		2,877	500	500	Legal	500	500
30	230		1,500	1,200	IT Support	1,500	1,500
31	230	2,877	2,000	1,700	Total Professional Services	2,000	2,000
32							
33					Contractual Services		
34	20,939	22,003	23,200	23,200	Emergency Dispatch 911	24,300	24,300
35	-	342	400	700	Alarm Monitoring	700	700
36	6,674	7,646	5,000	6,200	Dundee Vol Fire Dept	5,000	5,000
38	27,613	29,990	28,600	30,100	Total Contractual Services	30,000	30,000
39							
40					Travel & Training		
41	1,188	1,872	2,000	3,800	Employee Development	3,000	3,000
42	170	85	200	100	Dues & Subscriptions	100	100
43	1,358	1,957	2,200	3,900	Total Travel & Training	3,100	3,100
44							
45	11,817	14,553	15,600	16,000	Insurance	16,600	16,600
46							
47					Regulatory Requirements		
48	5,009	6,089	8,200	5,000	Equipment Testing	8,000	8,000
49	355	412	1,000	1,000	Physical Evaluations	1,000	1,000
50	5,365	6,501	9,200	6,000	Total Regulatory Requirements	9,000	9,000
51							

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GENERAL GOVT.
001-General Fund
05-Fire Department
(Line Item Detail)**

Historical Data					Budget for Next Year 2016-17			
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
			2015-16	2015-16		Officer	Committee	Body
52					Utilities			
53	3,352	5,895	6,000	5,800	Electricity	6,000	6,000	
54	1,473	3,667	3,500	3,500	Natural Gas	3,500	3,500	
55	5,689	8,001	7,300	7,000	Telephone & Cable	7,000	7,000	
56	10,514	17,563	16,800	16,300	Total Utilities	16,500	16,500	-
57								
58					Repairs & Maintenance			
59	1,724	3,609	4,500	4,600	Equip Maint/Repair	4,500	4,500	
60	2,834	5,568	6,000	10,000	Vehicle Maint/Repair	10,000	10,000	
61	999	1,595	2,100	500	Bldg Maint/Repair	3,000	3,000	
62		584	1,000	500	Grounds Maintenance	1,000	1,000	
63	5,556	11,356	13,600	15,600	Total Repairs & Maintenance	18,500	18,500	-
64								
65					Other Materials & Services			
66	54	120	200	100	Postage / Shipping	200	200	
67	118	97	500	100	Other Misc Expense	500	500	
68	172	217	700	200	Total Other Materials & Services	700	700	-
69								
70	81,088	99,976	107,200	104,800	TOTAL MATERIALS & SERVICES	114,900	114,900	-
71								
72					CAPITAL OUTLAY			
73		1,274	2,500		Office Mach/Furn.	500	500	
74	1,048		5,000	400	Pager / Radios			
75	1,000	775	2,000		Computer H/W, S/W	1,000	1,000	
76	4,197				Capital Equipment			
77			10,000	8,000	Protective Clothing	25,000	25,000	
78	6,245	2,049	19,500	8,400	TOTAL CAPITAL OUTLAY	26,500	26,500	-
79								
80	275,459	325,278	372,700	360,000	TOTAL EXPENDITURES	404,200	404,200	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
110 - Street Fund**

Historical Data					Budget for Next Year 2015-16		
ACTUAL 2012-13	ACTUAL 2013-14	ADOPTED BUDGET 2014-15	EST FORECAST 2014-15		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
				REVENUE			
				Taxes	40,000	40,000	-
				Intergovernmental Revenues	185,000	185,000	-
				Miscellaneous Revenues	200	200	-
				TOTAL REVENUE	225,200	225,200	-
				EXPENDITURES			
				PERSONNEL SERVICES			
				Salaries & Wages	37,000	37,000	-
				Personnel Benefits	22,400	22,400	-
				TOTAL PERSONNEL SERVICES	59,400	59,400	-
				MATERIALS & SERVICES			
				Supplies	4,200	4,200	-
				Professional Services	7,300	7,300	-
				Travel & Training	500	500	-
				Insurance	1,600	1,600	-
				Regulatory Requirements	100	100	-
				Utilities	22,300	22,300	-
				Repairs & Maintenance	26,600	26,600	-
				Interfund Services	28,100	28,100	-
				Other Materials & Services	200	200	-
				TOTAL MATERIALS & SERVICES	90,900	90,900	-
				CAPITAL OUTLAY	7,000	7,000	-
				TOTAL EXPENDITURES	157,300	157,300	-
				Excess (deficiency) of revenue over expenditures	67,900	67,900	-
				OTHER FINANCING SOURCES (USES)			
				TRANSFERS OUT			
				Transfer to CIP Street	(85,000)	(85,000)	-
				Transfer to Equipment Reserve	(12,200)	(12,200)	-
				TOTAL TRANSFERS OUT	(97,200)	(97,200)	-
				OTHER USES			
				Operating contingency	(5,000)	(5,000)	-
				TOTAL OTHER USES	(5,000)	(5,000)	-
				TOTAL OTHER FINANCING SOURCES (USES)	(102,200)	(102,200)	-
				Net Change in fund Balance	(34,300)	(34,300)	-
				Fund Balance at beginning of year	36,800	36,800	-
				Unappropriated Ending fund Balance	2,500	2,500	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
110 - Street Fund
(Line Item Detail)**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED	EST		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
			BUDGET 2015-16	FORECAST 2015-16				
1								
2								
3								
4	36,638	39,076	38,000	40,500				
5	36,638	39,076	38,000	40,500				
6								
7								
8	182,259	180,564	183,300	186,400				
9	182,259	180,564	183,300	186,400				
10								
11								
12	113	200	100	300				
13	8,300							
14	8,413	200	100	300				
15								
16	227,310	219,840	221,400	227,200				
17								
18								
19								
20								
21								
22	33,935	37,959	40,100	37,700				
23	33,935	37,959	40,100	37,700				
24								
25								
26	2,525	2,809	3,150	2,750				
27	3,235	2,299	3,100	2,700				
28	34	36	50	50				
29	5,969	6,529	6,800	6,700				
30	8,940	9,575	9,200	9,200				
31	20,702	21,248	22,300	21,400				
32								
33	54,637	59,207	62,400	59,100				
34								
35								
36								
37	1,965	799	1,000	700				
38	919	658	800	900				
39	2,517	1,601	2,200	1,800				
40	376	368	300	400				
41	5,777	3,427	4,300	3,800				
42								
43								
44	1,024		1,000	500				
45	6,694	5,191	6,000	3,000				
46	395	128	200	300				
47	8,112	5,318	7,200	3,800				
48								

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT
110 - Street Fund
(Line Item Detail)

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
		2015-16	2015-16		Officer	Committee	Body	
49					Travel & Training			
50	19	16	500	200	Employee Development	500	500	
51	19	16	500	200	Total Travel & Training	500	500	-
52								
53	1,200	1,462	1,600	1,500	Insurance	1,600	1,600	
54								
55					Regulatory Requirements			
56	35	86	100	100	Equipment Testing	100	100	
57	35	86	100	100	Total Regulatory Requirements	100	100	-
58								
59					Utilities			
60	23	154	400	400	Electricity	400	400	
61	27,859	22,291	23,000	22,000	Street Lights	21,000	21,000	
62	21			100	Solid Waste & Recycling	200	200	
63	691	625	600	700	Telephone & Cable	700	700	
64	28,593	23,071	24,000	23,200	Total Utilities	22,300	22,300	-
65								
66					Repairs & Maintenance			
67	754	225	700	500	Equip Maint/Repair	700	700	
68	351	876	1,000	1,000	Vehicle Maint/Repair	1,000	1,000	
69	167	28	200	100	Bldg Maint/Repair	200	200	
70		77	200	200	Ground Maintenance	200	200	
71			500		Street Light Maint / Repair	500	500	
72	8,608	8,023	10,000	6,500	Street Sweeping	9,000	9,000	
73	4,052	5,605	20,000	2,500	Street Surface Maint & Repair	8,000	8,000	
74			1,000		Pedestrian Ways	1,000	1,000	
75		3,778		3,800	Traffic Control	1,000	1,000	
76	3,465	299	2,500	2,500	Planting Strips & Street Trees	5,000	5,000	
77	17,398	18,911	36,100	17,100	Total Repairs & Maintenance	26,600	26,600	-
78								
79					Interfund Services			
80	27,737	29,166	29,600	27,600	Internal Admin Charge	28,100	28,100	
81	27,737	29,166	29,600	27,600	Total Interfund Services	28,100	28,100	-
82								
83					Other Materials & Services			
84	48	14	50	50	Postage	50	50	
85	-	-	100	-	Recruitment Expense	100	100	
86	-	-	50	50	Other Misc Expense	50	50	
87	48	14	200	100	Total Other Materials & Services	200	200	-
88								
89	88,919	81,470	103,600	77,400	TOTAL MATERIALS & SERVICES	90,900	90,900	-
90								
91					CAPITAL OUTLAY			
92					Capital Equipment	7,000	7,000	
93	-	-	-	-	TOTAL CAPITAL OUTLAY	7,000	7,000	-
94								
95	143,556	140,677	166,000	136,500	TOTAL EXPENDITURES	157,300	157,300	-
96								
97					Excess (deficiency) of revenue			
98	83,754	79,163	55,400	90,700	over expenditures	67,900	67,900	-

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT
110 - Street Fund
(Line Item Detail)

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
		2015-16	2015-16		Officer	Committee	Body	
99								
100								
101					OTHER FINANCING SOURCES (USES)			
102								
103					TRANSFERS OUT			
104	(45,000)	(45,000)	(70,000)	(70,000)	Transfer to Street CIP	(85,000)	(85,000)	
105	(13,800)	(14,000)	(13,200)	(13,200)	Transfer to Equipment Reserve	(12,200)	(12,200)	
106	(58,800)	(59,000)	(83,200)	(83,200)	TOTAL TRANSFERS OUT	(97,200)	(97,200)	
107								
108					OTHER USES			
109			(5,000)		Operating contingency	(5,000)	(5,000)	
110			(5,000)		TOTAL OTHER USES	(5,000)	(5,000)	
111								
112	(58,800)	(59,000)	(88,200)	(83,200)	TOTAL OTHER FINANCING SOURCES (USES)	(102,200)	(102,200)	
113								
114	24,954	20,163	(32,800)	7,500	Net Change in fund Balance	(34,300)	(34,300)	
115								
116	4,387	29,341	41,500	29,300	Fund Balance at beginning of year	36,800	36,800	
117								
118	29,341	49,504	8,700	36,800	Unappropriated Ending fund Balance	2,500	2,500	

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
111 - Street CIP**

Historical Data				Budget for Next Year 2014-15			
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
REVENUE							
	19,811	44,700	42,400	Franchise Fees	41,400	41,400	-
-	-	1,265,500	268,000	Intergovernmental Revenue	1,385,000	1,385,000	-
395	555	200,800	600	Miscellaneous Revenues	260,200	260,200	-
395	20,366	1,511,000	311,000	TOTAL REVENUE	1,686,600	1,686,600	-
EXPENDITURES							
99,992	193,663	1,869,700	320,000	CAPITAL OUTLAY	2,221,300	2,221,300	-
-	-	10,000	8,500	DEBT SERVICE	38,800	38,800	-
99,992	193,663	1,879,700	328,500	TOTAL EXPENDITURES	2,260,100	2,260,100	-
(99,597)	(173,297)	(368,700)	(17,500)	Excess (deficiency) of revenue over expenditures	(573,500)	(573,500)	-
OTHER FINANCING SOURCES (USES)							
LOAN PROCEEDS							
		200,000		Interfund Loans	200,000	200,000	-
-	205,000	76,000	-	OR Transportation Infrastructure Bank	76,000	76,000	-
-	205,000	276,000	-	TOTAL LOAN PROCEEDS	276,000	276,000	-
TRANSFERS IN							
45,000	45,000	70,000	70,000	Transfer In from Street	85,000	85,000	-
45,000	45,000	70,000	70,000	TOTAL TRANSFERS IN	85,000	85,000	-
45,000	250,000	346,000	70,000	TOTAL OTHER FINANCING SOURCES (USES)	361,000	361,000	-
(54,597)	76,703	(22,700)	52,500	Net Change in fund Balance	(212,500)	(212,500)	-
139,000	84,403	177,700	161,100	Fund Balance at beginning of year	213,600	213,600	-
84,403	161,106	155,000	213,600	Unappropriated Ending fund Balance	1,100	1,100	-

CITY OF DUNDEE								
BUDGET FY 2016-2017								
GOVERNMENT								
111 - Street CIP								
(Line Item Detail)								
Historical Data					Budget for Next Year 2016-17			
ACTUAL		ADOPTED	EST		PROPOSED	APPROVED	ADOPTED	
2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing	
		2015-16	2015-16		Officer	Committee	Body	
1					REVENUE			
2								
3					Franchise Fees			
4		14,803	31,000	30,400	Portland General Electric	29,800	29,800	
5		5,008	13,700	12,000	Northwest Natural Gas	11,600	11,600	
6	-	19,811	44,700	42,400	Total Franchise Fees	41,400	41,400	-
7								
8					Intergovernmental Revenue			
9			760,700		Bike/Pedestrian Grant	603,000	603,000	
10			268,000	268,000	ODOT IGA Local Street Use Payment			
11			186,800		ODOT Preservation Fund	732,000	732,000	
12			50,000		Special City Allotment Grant	50,000	50,000	
13	-	-	1,265,500	268,000	Total Intergovernmental Revenue	1,385,000	1,385,000	-
14								
15					Miscellaneous Revenues			
16			200,000	-	LID Assessments	260,000	260,000	
17	395	555	800	600	Investment Interest	200	200	
18	395	555	200,800	600	Total Miscellaneous Revenues	260,200	260,200	-
19								
20	395	20,366	1,511,000	311,000	TOTAL REVENUE	1,686,600	1,686,600	-
21								
22					EXPENDITURES			
23								
24					CAPITAL OUTLAY			
25	52,525	149,895	160,000	4,000	Overlays	168,300	168,300	
26			10,000		Sidewalks			
27	47,467	43,768	1,699,700	316,000	TE Sidewalk / Streetscape	2,053,000	2,053,000	
28	99,992	193,663	1,869,700	320,000	TOTAL CAPITAL OUTLAY	2,221,300	2,221,300	-
29								
30					DEBT SERVICE			
31					OTIB Loan Repayment	23,300	23,300	
32			10,000	8,500	OTIB Loan Interest	15,500	15,500	
33	-	-	10,000	8,500	TOTAL DEBT SERVICE	38,800	38,800	-
34								
35	99,992	193,663	1,879,700	328,500	TOTAL EXPENDITURES	2,260,100	2,260,100	-
36								
37					Excess (deficiency) of revenue			
38	(99,597)	(173,297)	(368,700)	(17,500)	over expenditures	(573,500)	(573,500)	-
39								
40					OTHER FINANCING SOURCES (USES)			
41								
42					LOAN PROCEEDS			
43			400,000		Interfund Loan Received	460,000	460,000	
44			(200,000)		Interfund Loan Repayment	(260,000)	(260,000)	
45		205,000	76,000		OR Transportation Infrastructure Bank	76,000	76,000	
46	-	205,000	276,000	-	TOTAL LOAN PROCEEDS	276,000	276,000	-

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT
111 - Street CIP
(Line Item Detail)

Historical Data					Budget for Next Year 2016-17			
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
			2015-16	2015-16		Officer	Committee	Body
47								
48								
49	45,000	45,000	70,000	70,000	TRANSFERS IN	85,000	85,000	
					Transfer In from Street			
50	45,000	45,000	70,000	70,000	TOTAL TRANSFERS IN	85,000	85,000	-
51								
52	45,000	250,000	346,000	70,000	TOTAL OTHER FINANCING SOURCES (USES)	361,000	361,000	-
53								
54								
55	(54,597)	76,703	(22,700)	52,500	Net Change in fund Balance	(212,500)	(212,500)	-
56								
57	139,000	84,403	177,700	161,100	Fund Balance at beginning of year	213,600	213,600	
58								
59	84,403	161,106	155,000	213,600	Unappropriated Ending fund Balance	1,100	1,100	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
112 - Street Reserve**

Historical Data					Budget for Next Year 2015-17			
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body	
				REVENUE				
	225	218	200	200	Miscellaneous Revenues	200	200	-
	225	218	200	200	TOTAL REVENUE	200	200	-
					EXPENDITURES			
	-	-	42,600	-	CAPITAL OUTLAY	42,900	42,900	-
	-	-	42,600	-	TOTAL EXPENDITURES	42,900	42,900	-
	225	218	(42,400)	200	Excess (deficiency) of revenue over expenditures	(42,700)	(42,700)	-
	225	218	(42,400)	200	Net Change in fund Balance	(42,700)	(42,700)	-
	42,016	42,240	42,400	42,500	Fund Balance at beginning of year	42,700	42,700	-
	42,240	42,458	-	42,700	Unappropriated Ending fund Balance	-	-	-

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT
112 - Street Reserve
(Line Item Detail)

	Historical Data					Budget for Next Year 2015-17		
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
		2015-16	2015-16		Officer	Committee	Body	
1								
2								
3								
4	225	218	200	200	Miscellaneous Revenues			
5	225	218	200	200	Investment Interest	200	200	
6					Total Miscellaneous Revenues	200	200	-
7								
8	225	218	200	200	TOTAL REVENUE	200	200	-
9								
10								
11								
12								
13								
14	-	-	42,600	-	CAPITAL OUTLAY			
15	-	-	42,600	-	Third Street Construction	42,900	42,900	
16					TOTAL CAPITAL OUTLAY	42,900	42,900	-
17	-	-	42,600	-	TOTAL EXPENDITURES	42,900	42,900	-
18								
19								
20	225	218	(42,400)	200	Excess (deficiency) of revenue over expenditures	(42,700)	(42,700)	-
21								
22								
23	225	218	(42,400)	200	Net Change in fund Balance	(42,700)	(42,700)	-
24								
25	42,016	42,240	42,400	42,500	Fund Balance at beginning of year	42,700	42,700	
26								
27	42,240	42,458	-	42,700	Unappropriated Ending fund Balance	-	-	-

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT
122 - State Revenue Sharing Fund

Historical Data					Budget for Next Year 2016-17		
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
REVENUE							
23,608	24,666	26,000	25,000	Intergovernmental Revenues	25,500	25,500	-
18	16	100	100	Miscellaneous Revenues	100	100	-
<u>23,626</u>	<u>24,682</u>	<u>26,100</u>	<u>25,100</u>	TOTAL REVENUE	<u>25,600</u>	<u>25,600</u>	<u>-</u>
EXPENDITURES							
MATERIALS & SERVICES							
1,966	3,763	19,200	16,500	Professional Services	28,500	28,500	-
5,500	5,938	7,600	7,000	Contractual Services	900	7,600	-
3,455	-	-	-	Repairs & Maintenance	-	-	-
1,200	1,200	1,500	1,500	Other Materials & Services	-	-	-
<u>12,121</u>	<u>10,902</u>	<u>28,300</u>	<u>25,000</u>	TOTAL MATERIALS & SERVICES	<u>29,400</u>	<u>36,100</u>	<u>-</u>
13,311	-	-	-	CAPITAL OUTLAY	-	-	-
<u>25,432</u>	<u>10,902</u>	<u>28,300</u>	<u>25,000</u>	TOTAL EXPENDITURES	<u>29,400</u>	<u>36,100</u>	<u>-</u>
(1,805)	13,780	(2,200)	100	Excess (deficiency) of revenue over expenditures	(3,800)	(10,500)	-
OTHER FINANCING SOURCES (USES)							
TRANSFERS IN							
600	-	-	-	Transfers In from General Fund	13,000	13,000	-
<u>600</u>	<u>-</u>	<u>-</u>	<u>-</u>	TOTAL TRANSFER IN	<u>13,000</u>	<u>13,000</u>	<u>-</u>
TRANSFERS OUT							
(2,500)	(2,500)	(10,000)	(10,000)	Transfer to Parks Improvement	(5,000)	(5,000)	-
<u>(2,500)</u>	<u>(2,500)</u>	<u>(10,000)</u>	<u>(10,000)</u>	TOTAL TRANSFERS OUT	<u>(5,000)</u>	<u>(5,000)</u>	<u>-</u>
(1,900)	(2,500)	(10,000)	(10,000)	TOTAL OTHER FINANCING SOURCES (USES)	8,000	8,000	-
(3,705)	11,280	(12,200)	(9,900)	Net Change in fund Balance	4,200	(2,500)	-
4,804	1,098	12,200	12,400	Fund Balance at beginning of year	2,500	2,500	-
1,098	12,378	-	2,500	Unappropriated Ending fund Balance	6,700	-	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
122 - State Revenue Sharing Fund
(Line Item Detail)**

Historical Data					Budget for Next Year 2016-17		
		ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
ACTUAL	ACTUAL	BUDGET	FORECAST		by Budget	by Budget	by Governing
2013-14	2014-15	2015-16	2015-16		Officer	Committee	Body
1					REVENUE		
2							
3					Intergovernmental Revenues		
4	23,608	24,666	26,000	25,000	Liquor Tax (14%)	25,500	25,500
5	23,608	24,666	26,000	25,000	Total Intergovernmental Revenues	25,500	25,500
6							
7					Miscellaneous Revenues		
8	18	16	100	100	Investment Interest	100	100
9	18	16	100	100	Total Miscellaneous Revenues	100	100
10							
11							
12	23,626	24,682	26,100	25,100	TOTAL REVENUE	25,600	25,600
13							
14					EXPENDITURES		
15							
16					MATERIALS & SERVICES		
17							
18					Professional Services		
20	1,966	2,763	2,500	2,500	Lobbyist - Bypass Project	2,500	2,500
21		1,000	16,700	14,000	Consultant	26,000	26,000
22	1,966	3,763	19,200	16,500	Total Professional Services	28,500	28,500
23							
24					Contractual Services		
25	600	800	1,000	1,000	Your Community Mediators of Yamhill Co.		570
26	600	1,200	1,200	1,200	Dundee Community Committee		1,180
27		338	1,200	600	YCAP Utility Assistance	900	
28	2,400	2,500	2,600	2,600	Community Suppers		2,600
29	1,500	800	600	600	Promise Pantry Food Bank		1,250
30			500	500	Newberg Animal Shelter Friends		1,000
31	400	300	500	500	Homeward Bound Pets Adoption Shelter		1,000
32	5,500	5,938	7,600	7,000	Total Contractual Services	900	7,600
33							
34					Repairs & Maintenance		
35	1,443				Grounds Maintenance		
36	2,012				Yard Debris Disposal		
37	3,455	-	-	-	Total Repairs & Maintenance	-	-
38							
39					Other Materials & Services		
41	1,200	1,200	1,500	1,500	Dundee Woman's Club		
42	1,200	1,200	1,500	1,500	Total Other Materials & Services	-	-
43							
44	12,121	10,902	28,300	25,000	TOTAL MATERIALS & SERVICES	29,400	36,100
45							
46					CAPITAL OUTLAY		
47	13,311				Computer HW/SW		
48	13,311	-	-	-	TOTAL CAPITAL OUTLAY	-	-
49							
50	25,432	10,902	28,300	25,000	TOTAL EXPENDITURES	29,400	36,100

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
122 - State Revenue Sharing Fund
(Line Item Detail)**

Historical Data				Budget for Next Year 2016-17		
ACTUAL	ACTUAL	ADOPTED	EST	PROPOSED	APPROVED	ADOPTED
2013-14	2014-15	BUDGET	FORECAST	by Budget	by Budget	by Governing
		2015-16	2015-16	Officer	Committee	Body
51						
52				Excess (deficiency) of revenue		
53	(1,805)	13,780	(2,200)	100	over expenditures	(3,800) (10,500) -
54						
55				OTHER FINANCING SOURCE (USES)		
56				TRANSFERS IN		
57	600			Transfers In from General Fund		
58	600	-	-	TOTAL TRANSFER IN		
59						
60				TRANSFERS OUT		
62	(2,500)	(2,500)	(10,000)	(10,000)	Transfer to Parks Improvement	
63	(2,500)	(2,500)	(10,000)	(10,000)	Total Transfers Out	
64						
65	(1,900)	(2,500)	(10,000)	(10,000)	TOTAL OTHER FINANCING SOURCES (USES)	
66						
67	(3,705)	11,280	(12,200)	(9,900)	Net Change in fund Balance	
68						
69	4,804	1,098	12,200	12,400	Fund Balance at beginning of year	
70						
71	1,098	12,378	-	2,500	Unappropriated Ending fund Balance	

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT
127 - Equipment Reserve Fund

Historical Data					Budget for Next Year 2016-17			
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body	
				REVENUE				
	3,277	33,549	3,500	11,800	Miscellaneous Revenues	3,800	3,800	-
	3,277	33,549	3,500	11,800	TOTAL REVENUE	3,800	3,800	-
				EXPENDITURES				
	58,069	484,032	755,600	54,200	CAPITAL OUTLAY	799,200	799,200	-
		58,700			DEBT SERVICE	58,600	58,600	-
	58,069	484,032	814,300	54,200	TOTAL EXPENDITURES	857,800	857,800	-
					Excess (deficiency) of revenue over expenditures	(854,000)	(854,000)	-
	(54,792)	(450,484)	(810,800)	(42,400)				
				OTHER FINANCING SOURCES (USES)				
		357,500			LOANS RECEIVED			
					TRANSFERS IN			
	68,000	25,000	52,000	-	Transfer in - General Fund	55,000	55,000	-
	13,800	14,000	13,200	13,200	Transfer In - Street	12,200	12,200	-
	-	-	-	-	Transfer in - St Shared Revenue	-	-	-
	39,900	40,300	42,900	42,900	Transfer In - Water	43,900	43,900	-
	13,800	13,800	13,000	13,000	Transfer In - Sewer	12,900	12,900	-
	12,800	12,900	12,000	12,000	Transfer In - Storm Water	12,200	12,200	-
	148,300	106,000	133,100	81,100	TOTAL TRANSFERS IN	136,200	136,200	-
					TOTAL OTHER FINANCING SOURCES (USES)	136,200	136,200	-
	148,300	463,500	133,100	81,100				
	93,508	13,016	(677,700)	38,700	Net Change in fund Balance	(717,800)	(717,800)	-
	631,223	724,731	677,700	737,700	Fund Balance at beginning of year	717,800	717,800	-
	724,731	737,747	-	776,400	Unappropriated Ending fund Balance	-	-	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
131 - Parks**

Historical Data		EST		Budget for Next Year 2016-17		
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	FORECAST 2015-16	PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
REVENUE						
	43,492	31,500	22,000	Intergovernmental Revenue	9,500	9,500
35	15	4,100	100	Miscellaneous Revenues	4,100	4,100
35	43,507	35,600	22,100	TOTAL REVENUE	13,600	13,600
EXPENDITURES						
MATERIALS & SERVICES						
		2,500	-	Professional Services	2,500	2,500
		-	-	Travel & Training	-	-
331	16	1,000	100	Repairs & Maintenance	1,000	1,000
331	16	3,500	100	TOTAL MATERIALS & SERVICES	3,500	3,500
731	39,243	54,500	32,500	CAPITAL OUTLAY	30,000	30,000
1,061	39,260	58,000	32,600	TOTAL EXPENDITURES	33,500	33,500
(1,026)	4,248	(22,400)	(10,500)	Excess (deficiency) of revenue over expenditures	(19,900)	(19,900)
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN						
2,500	2,500	10,000	10,000	Transfer In - State Revenue Sharing	5,000	5,000
2,500	2,500	10,000	10,000	TOTAL TRANSFERS IN	5,000	5,000
2,500	2,500	10,000	10,000	TOTAL OTHER FINANCING SOURCES (USES)	5,000	5,000
1,474	6,748	(12,400)	(500)	Net Change in fund Balance	(14,900)	(14,900)
7,622	9,096	13,200	15,800	Fund Balance at beginning of year	15,300	15,300
9,096	15,843	800	15,300	Unappropriated Ending fund Balance	400	400

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT

131 - Parks

(Line Item Detail)

Historical Data		EST		Budget for Next Year 2016-17		
ACTUAL	ACTUAL	ADOPTED	FORECAST	PROPOSED	APPROVED	ADOPTED
2013-14	2014-15	BUDGET	2015-16	by Budget	by Budget	by Governing
		2015-16		Officer	Committee	Body
1						
2						
3						
4	-	43,492	31,500	22,000	9,500	9,500
5	-	43,492	31,500	22,000	9,500	9,500
6						
7						
8	35	15	100	100	100	100
9			4,000		4,000	4,000
10	35	15	4,100	100	4,100	4,100
11						
12	35	43,507	35,600	22,100	13,600	13,600
13						
14						
15						
16						
17						
18						
19	-	-	2,500	-	2,500	2,500
20	-	-	2,500	-	2,500	2,500
21						
22						
23	-	-	-	-	-	-
24	-	-	-	-	-	-
25						
26						
27	331	16	1,000	100	1,000	1,000
28	331	16	1,000	100	1,000	1,000
29						
30						
31	331	16	3,500	100	3,500	3,500
32						
33						
34	108					
35	623	39,243	54,500	32,500	30,000	30,000
36	731	39,243	54,500	32,500	30,000	30,000
37						
38	1,061	39,260	58,000	32,600	33,500	33,500
39						
40						
41	(1,026)	4,248	(22,400)	(10,500)	(19,900)	(19,900)

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT
131 - Parks
(Line Item Detail)

Historical Data				Budget for Next Year 2016-17		
ACTUAL	ACTUAL	ADOPTED	EST	PROPOSED	APPROVED	ADOPTED
2013-14	2014-15	BUDGET	FORECAST	by Budget	by Budget	by Governing
		2015-16	2015-16	Officer	Committee	Body
42						
43				OTHER FINANCING SOURCES (USES)		
44						
45				TRANSFERS IN		
46	2,500	2,500	10,000	10,000	5,000	5,000
47	2,500	2,500	10,000	10,000	5,000	5,000
48						
49	2,500	2,500	10,000	10,000	5,000	5,000
50						
51						
52	1,474	6,748	(12,400)	(500)	(14,900)	(14,900)
53						
54	7,622	9,096	13,200	15,800	15,300	15,300
55						
56	9,096	15,843	800	15,300	400	400

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
151 - Tourism**

Historical Data					Budget for Next Year 2016-17		
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
				REVENUE			
				Other Taxes	43,100	43,100	-
				Intergovernmental Revenue	-	-	-
				Miscellaneous Revenues	5,100	5,100	-
				TOTAL REVENUE	48,200	48,200	-
				EXPENDITURES			
				MATERIALS & SERVICES			
				Other Material & Services	47,000	47,000	-
				TOTAL MATERIALS & SERVICES	47,000	47,000	-
				CAPITAL OUTLAY			
					50,000	50,000	-
				TOTAL EXPENDITURES	97,000	97,000	-
				Excess (deficiency) of revenue over expenditures	(48,800)	(48,800)	-
				Net Change in fund Balance	(48,800)	(48,800)	-
				Fund Balance at beginning of year	49,400	49,400	-
				Unappropriated Ending fund Balance	600	600	-

CITY OF DUNDEE
BUDGET FY 2016-2017

GOVERNMENT

151 - Tourism

(Line Item Detail)

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED	EST		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
			BUDGET 2015-16	FORECAST 2015-16				
1								
2								
3								
4	23,910	28,076	32,900	43,100	Other Taxes			
5	23,910	28,076	32,900	43,100	Transient Room Tax	43,100	43,100	
6					Total Other Taxes	43,100	43,100	-
7								
8			10,000		Intergovernmental Revenue			
9		2,500			Travel Oregon Grant			
10	-	2,500	10,000	-	Yamhill Co. Economic Dev. Grant			
11					Total Intergovernmental Revenue	-	-	-
12								
13	37	54	100	100	Miscellaneous Revenues			
14	5,000	3,325			Investment Interest	100	100	
15	5,037	3,379	100	100	Private Contributions	5,000	5,000	
16					Total Miscellaneous Revenues	5,100	5,100	-
17	28,947	33,955	43,000	43,200	TOTAL REVENUE	48,200	48,200	-
18								
19					EXPENDITURES			
20								
21					MATERIALS & SERVICES			
22					Other Materials & Services			
23					Tourism Promotion			
24	27,368	10,864	5,000	2,500	- Identity Enhancements	20,000	20,000	
25	2,050	4,150	6,000	6,000	- Tourism Website/Kiosk	8,000	8,000	
26		726	2,000		- Grant Expense - Tourism	2,000	2,000	
27	2,500	2,500	2,500	2,500	- Agencies Expense	5,000	5,000	
28	6,111	1,223	25,000	5,000	- Marketing	12,000	12,000	
29	38,030	19,463	40,500	16,000	Total Other Materials & Services	47,000	47,000	-
30								
31	38,030	19,463	40,500	16,000	TOTAL MATERIALS & SERVICES	47,000	47,000	-
32								
33					CAPITAL OUTLAY			
34	2,605				Tourism Facilities	50,000	50,000	
35	2,605	-	-	-	TOTAL CAPITAL OUTLAY	50,000	50,000	-
36								
37	40,635	19,463	40,500	16,000	TOTAL EXPENDITURES	97,000	97,000	-
38								
39					Excess (deficiency) of revenue			
40	(11,688)	14,492	2,500	27,200	over expenditures	(48,800)	(48,800)	-
41								
42								
43	(11,688)	14,492	2,500	27,200	Net Change in fund Balance	(48,800)	(48,800)	-
44								
45	19,440	7,752	16,600	22,200	Fund Balance at beginning of year	49,400	49,400	
46								
47	7,752	22,245	19,100	49,400	Unappropriated Ending fund Balance	600	600	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
201 - Fire Station Construction**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
1					REVENUE			
2	-	-	-	-	Intergovernmental Revenue	-	-	-
3	8,029	65,446	-	200	Miscellaneous Revenues	-	-	-
4								
5	8,029	65,446	-	200	TOTAL REVENUE	-	-	-
6								
7					EXPENDITURES			
8					MATERIALS & SERVICES			
9	142,633	104,024	110,900	109,200	Professional Services	178,000	178,000	-
10	15,180	388	-	-	Contractual Services	-	-	-
11	157,813	104,413	110,900	109,200	TOTAL MATERIALS & SERVICES	178,000	178,000	-
12								
13	2,441,024	671,351	24,500	24,400	CAPITAL OUTLAY	4,000	4,000	-
14								
15	4,996	2,594,606	-	-	DEBT SERVICE	-	-	-
16								
17	2,603,833	3,370,369	135,400	133,600	TOTAL EXPENDITURES	182,000	182,000	-
18								
19					Excess (deficiency) of revenue			
20	(2,595,804)	(3,304,924)	(135,400)	(133,400)	over expenditures	(182,000)	(182,000)	-
21								
22					OTHER FINANCING SOURCES (USES)			
23								
24	1,600,000	3,142,792	-	-	LOAN PROCEEDS	-	-	-
25								
26	-	65,000	97,000	97,000	TRANSFERS IN	180,000	180,000	-
27								
28	1,600,000	3,207,792	97,000	97,000	TOTAL OTHER FINANCING SOURCES (USES)	180,000	180,000	-
29								
30								
31	(995,804)	(97,132)	(38,400)	(36,400)	Net Change in fund Balance	(2,000)	(2,000)	-
32								
33	1,131,342	135,538	38,400	38,400	Fund Balance at beginning of year	2,000	2,000	-
34								
35	135,538	38,406	-	2,000	Unappropriated Ending fund Balance	-	-	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
201 - Fire Station Construction
(Line Item Detail)**

Historical Data					Budget for Next Year 2016-17		
ACTUAL		ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
		2015-16	2015-16		Officer	Committee	Body
1							
2							
3							
4							
5	-	-	-	-			
6							
7							
8	3,029	262		200			
9	5,000	65,184					
10	8,029	65,446	-	200			
11							
12	8,029	65,446	-	200			
13							
14							
15							
16							
17							
18	7,006	29,223	19,900	19,000	78,000	78,000	
19	123,847	33,065					
20							
21	11,781	41,736	91,000	90,200	100,000	100,000	
22	142,633	104,024	110,900	109,200	178,000	178,000	-
23							
24							
25	15,180	388					
26	15,180	388	-	-			
27							
28	157,813	104,413	110,900	109,200	178,000	178,000	-
29							
30							
31							
32	2,094,624	472,592	1,000	900			
33	343,269	158,010	23,500	23,500			
34	-	18,388					
35	3,131	22,360			4,000	4,000	
36	2,441,024	671,351	24,500	24,400	4,000	4,000	-
37							
38							
39	4,996	16,606					
40		2,578,000					
41	4,996	2,594,606	-	-			
42							
43	2,603,833	3,370,369	135,400	133,600	182,000	182,000	-
44							
45							
46	(2,595,804)	(3,304,924)	(135,400)	(133,400)	(182,000)	(182,000)	-
47							

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
201 - Fire Station Construction
(Line Item Detail)**

Historical Data		EST		Budget for Next Year 2016-17		
ACTUAL	ACTUAL	ADOPTED	FORECAST	PROPOSED	APPROVED	ADOPTED
2013-14	2014-15	BUDGET	2015-16	by Budget	by Budget	by Governing
		2015-16	2015-16	Officer	Committee	Body
48				OTHER FINANCING SOURCES (USES)		
49						
50				LOAN PROCEEDS		
51	2,578,000			USDA Rural Development		
52	1,600,000	564,792		Bank Line of Credit - Advanced		
53	1,600,000	3,142,792	-	-	-	-
54						
55				TRANSFERS IN		
56	-	65,000	97,000	97,000	180,000	180,000
57	-	65,000	97,000	97,000	180,000	180,000
58						
59						
60	1,600,000	3,207,792	97,000	97,000	TOTAL OTHER FINANCING SOURCES (USES)	180,000
61					180,000	180,000
62	(995,804)	(97,132)	(38,400)	(36,400)	Net Change in fund Balance	(2,000)
63						(2,000)
64	1,131,342	135,538	38,400	38,400	Fund Balance at beginning of year	2,000
65						2,000
66	135,538	38,406	-	2,000	Unappropriated Ending fund Balance	-
						-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
310 - Bonded Debt**

Historical Data				Budget for Next Year 2016-17			
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2014-16	EST FORECAST 2014-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
				REVENUE			
	30,428	130,500	130,900	Taxes	150,000	150,000	-
	85	300	400	Miscellaneous Revenues	400	400	-
				TOTAL REVENUE	150,400	150,400	-
				EXPENDITURES			
				DEBT SERVICE	150,200	150,200	-
				TOTAL EXPENDITURES	150,200	150,200	-
				Excess (deficiency) of revenue over expenditures	200	200	-
				Net Change in fund Balance	200	200	-
				Fund Balance at beginning of year	11,600	11,600	-
				Unappropriated Ending fund Balance	11,800	11,800	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**GOVERNMENT
310 - Bonded Debt
(Line Item Detail)**

Historical Data		EST		Budget for Next Year 2016-17		
ACTUAL	ACTUAL	ADOPTED	FORECAST	PROPOSED	APPROVED	ADOPTED
2013-14	2014-15	BUDGET	2014-16	by Budget	by Budget	by Governing
		2014-16		Officer	Committee	Body
1				REVENUE		
2						
3				Taxes		
4	30,428	130,000	130,000	148,000	148,000	
5		500	900	2,000	2,000	
6	-	30,428	130,500	150,000	150,000	-
7						
8				Miscellaneous Revenues		
9	85	300	400	400	400	
10	-	85	300	400	400	-
11						
12	-	30,512	130,800	131,300	150,400	150,400
13						
14				EXPENDITURES		
15						
16				DEBT SERVICE		
17		69,800	69,800	71,600	71,600	
18		80,400	80,400	78,600	78,600	
19	-	-	150,200	150,200	150,200	-
20						
21						
22	-	-	150,200	150,200	150,200	-
23						
24				Excess (deficiency) of revenue		
25	-	30,512	(19,400)	(18,900)	200	200
26						
27						
28	-	30,512	(19,400)	(18,900)	200	200
29						
30	-	-	30,400	30,500	11,600	11,600
31						
32	-	30,512	11,000	11,600	11,800	11,800

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**ENTERPRISE FUNDS
431 - WATER**

Historical Data				Budget for Next Year 2016-17			
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
REVENUE							
				Charges for Services	619,900	619,900	-
				Miscellaneous Revenues	1,100	1,100	-
				TOTAL REVENUE	621,000	621,000	-
EXPENDITURES							
PERSONNEL SERVICES							
				Salaries & Wages	107,400	107,400	-
				Personnel Benefits	62,000	62,000	-
				TOTAL PERSONNEL SERVICES	169,400	169,400	-
MATERIALS & SERVICES							
				Supplies	14,300	14,300	-
				Professional Services	11,400	11,400	-
				Contractual Services	10,000	10,000	-
				Travel & Training	1,800	1,800	-
				Insurance	5,400	5,400	-
				Regulatory Requirments	7,200	7,200	-
				Utilities	43,600	43,600	-
				Repairs & Maintenance	39,800	39,800	-
				Interfund Services	80,200	80,200	-
				Other Materials & Services	6,500	6,500	-
				TOTAL MATERIALS & SERVICES	220,200	220,200	-
				CAPITAL OUTLAY	32,300	32,300	-
				TOTAL EXPENDITURES	421,900	421,900	-
				Excess (deficiency) of revenue over expenditures	199,100	199,100	-
OTHER FINANCING SOURCES (USES)							
TRANSFERS OUT							
				Transfer to General Fund	(30,000)	(30,000)	-
				Transfer to Equipment Reserve	(43,900)	(43,900)	-
				Transfer to Water CIP	(220,000)	(220,000)	-
				TOTAL TRANSFERS OUT	(293,900)	(293,900)	-
OTHER USES							
				Operating contingency	(20,000)	(20,000)	-
				TOTAL OTHER USES	(20,000)	(20,000)	-
TOTAL OTHER FINANCING SOURCE (USES)							
					(313,900)	(313,900)	-
				Net Change in fund Balance	(114,800)	(114,800)	-
				Fund Balance at beginning of year	128,300	127,200	-
				Unappropriated Ending fund Balance	13,500	12,400	-

CITY OF DUNDEE

BUDGET FY 2016-2017

ENTERPRISE FUNDS

431 - WATER

(Line Item Detail)

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET 2015-16	FORECAST 2015-16		by Budget Officer	by Budget Committee	by Governing Body
1					REVENUE			
2								
3					Charges for Services			
4	539,935	591,460	578,000	625,000	User Charges	600,000	600,000	
5	13,562	14,865	14,000	14,500	Delinquent Fees	14,500	14,500	
6	1,425	1,695	1,400	1,400	Account Set-up Fee	1,400	1,400	
7	1,759	2,400	2,000	4,000	Meter Installation	4,000	4,000	
8	556,681	610,420	595,400	644,900	Total Charges for Services	619,900	619,900	-
9								
10					Miscellaneous Revenues			
11	527	873	800	1,100	Investment Interest	1,100	1,100	
12	-	275		100	Other Misc Revenue			
13	527	1,147	800	1,200	Total Miscellaneous Revenues	1,100	1,100	-
14								
15	557,208	611,567	596,200	646,100	TOTAL REVENUE	621,000	621,000	-
16								
17					EXPENDITURES			
18								
19					PERSONNEL SERVICES			
20					Salaries & Wages			
21	95,675	95,464	104,100	101,700	Salaries and Wages	107,400	107,400	
22	95,675	95,464	104,100	101,700	Total Salaries & Wages	107,400	107,400	-
23								
24					Personnel Benefits			
25	7,002	6,969	8,000	7,500	FICA	8,200	8,200	
26	5,155	2,548	3,700	3,800	Workers' Comp	3,500	3,500	
27	95	91	100	100	Unemployment	100	100	
28	17,028	16,408	19,700	19,100	PERS	20,600	20,600	
29	26,947	26,053	28,300	27,500	Group Medical & Life	29,600	29,600	
30	56,227	52,069	59,800	58,000	Total Personnel Benefits	62,000	62,000	-
31								
32	151,902	147,532	163,900	159,700	TOTAL PERSONNEL SERVICES	169,400	169,400	-
33								
34					MATERIALS & SERVICES			
35					Supplies			
36	3,522	3,181	4,000	3,000	Office & Operating Supplies	4,000	4,000	
37	2,435	2,035	1,500	1,900	Small Tools & Minor Equip	2,000	2,000	
38	5,034	3,936	5,000	3,500	Fuel	5,000	5,000	
39	751	737	800	800	Uniforms & Clothing	800	800	
40	1,364	1,154	1,300	2,500	Chemicals	2,500	2,500	
41	13,106	11,044	12,600	11,700	Total Supplies	14,300	14,300	-
42								
43					Professional Services			
44	2,242	3,387	2,500	2,500	Legal	2,500	2,500	
45	7,702	1,703	5,000	4,000	Engineering / Architecture	5,000	5,000	
46	1,735	1,460	2,500	3,900	IT Support	3,900	3,900	
47	11,680	6,550	10,000	10,400	Total Professional Services	11,400	11,400	-

CITY OF DUNDEE
BUDGET FY 2016-2017

ENTERPRISE FUNDS
431 - WATER
(Line Item Detail)

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED	EST		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED
			BUDGET 2015-16	FORECAST 2015-16				by Governing Body
48								
49					Contractual Services			
50	12,771	7,397	10,000	7,000	Contract Water	10,000	10,000	
51	12,771	7,397	10,000	7,000	Total Contractual Services	10,000	10,000	-
52								
53					Travel & Training			
54	1,223	977	1,500	1,500	Employee Development	1,500	1,500	
55	207	213	300	200	Dues & Subscriptions	300	300	
56	1,430	1,190	1,800	1,700	Total Travel & Training	1,800	1,800	-
57								
58	3,577	4,228	4,600	4,300	Insurance	5,400	5,400	
59								
60					Regulatory Requirements			
61	778	599	2,000	2,200	Certifications & Permits	1,000	1,000	
62	2,571	1,228	2,000	9,300	Lab Testing	6,000	6,000	
63	70	173	200	100	Equipment Testing	200	200	
64	3,419	2,000	4,200	11,600	Total Regulatory Requirements	7,200	7,200	-
65								
66					Utilities			
67	32,240	37,629	40,000	38,000	Electricity	40,000	40,000	
68	3,068	2,764	2,800	3,500	Telephone & Cable	3,600	3,600	
69	35,308	40,392	42,800	41,500	Total Utilities	43,600	43,600	-
70								
71					Repairs & Maintenance			
72	2,164	451	2,000	1,700	Equip Maint/Repair	2,000	2,000	
73	703	1,752	2,000	1,500	Vehicle Maint/Repair	2,000	2,000	
74	334	96	500	-	Bldg Maint/Repair	500	500	
75	-	155	300	700	Grounds Maint	300	300	
76	1,670	27,589	25,000	20,000	Storage & Supply Repair/Maint	25,000	25,000	
77	9,490	4,962	10,000	14,000	Distribution System Repair/Maint	10,000	10,000	
78	14,361	35,004	39,800	37,900	Total Repairs & Maintenance	39,800	39,800	-
79								
80					Interfund Services			
81	77,115	72,677	77,600	75,000	Internal Admin Charge	80,200	80,200	
82	77,115	72,677	77,600	75,000	Total Interfund Services	80,200	80,200	-
83								
84					Other Materials & Services			
85	2,928	2,645	2,500	3,000	Postage / Shipping	3,000	3,000	
86			100		Legal Notices	100	100	
87	3,248	3,197	3,000	2,600	Bank Charges	3,100	3,100	
88			100		Recruitment Expense	100	100	
89	70	198	200	300	Other Misc Expense	200	200	
90	6,246	6,040	5,900	5,900	Total Other Materials & Services	6,500	6,500	-
91								
92	179,013	186,522	209,300	207,000	TOTAL MATERIALS & SERVICES	220,200	220,200	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**ENTERPRISE FUNDS
431 - WATER
(Line Item Detail)**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET 2015-16	FORECAST 2015-16		by Budget Officer	by Budget Committee	by Governing Body
93								
94					CAPITAL OUTLAY			
95		12,494			Computer H/W, S/W	3,300	3,300	
96	4,950	2,730	5,400	4,800	Capital Equipment	7,000	7,000	
97	6,112	8,215	8,000	5,000	Water Meters	16,000	16,000	
98	4,984	3,030	6,000	4,000	Hydrant Repair / Replace	6,000	6,000	
99	16,046	26,468	19,400	13,800	TOTAL CAPITAL OUTLAY	32,300	32,300	-
100								
101	346,961	360,522	392,600	380,500	TOTAL EXPENDITURES	421,900	421,900	-
102								
103					Excess (deficiency) of revenue			
104	210,248	251,045	203,600	265,600	over expenditures	199,100	199,100	-
105								
106					OTHER FINANCING SOURCES (USES)			
107								
108					TRANSFERS OUT			
109	(26,867)	(29,066)	(28,900)	(31,300)	Transfer to General Fund.	(30,000)	(30,000)	
110	(39,900)	(40,300)	(42,900)	(42,900)	Transfer to Equipment Reserve	(43,900)	(43,900)	
111	(140,000)	(140,000)	(176,000)	(176,000)	Transfer to Water CIP	(220,000)	(220,000)	
112	(206,767)	(209,366)	(247,800)	(250,200)	TOTAL TRANSFER OUT	(293,900)	(293,900)	-
113								
114					OTHER USES			
115			(20,000)		Operating contingency	(20,000)	(20,000)	
116	-	-	(20,000)	-	TOTAL OTHER USES	(20,000)	(20,000)	-
117								
118	(206,767)	(209,366)	(267,800)	(250,200)	TOTAL OTHER FINANCING SOURCES (USES)	(313,900)	(313,900)	-
119								
120	3,481	41,679	(64,200)	15,400	Net Change in fund Balance	(114,800)	(114,800)	-
121								
122	66,607	70,087	79,100	111,800	Fund Balance at beginning of year	128,300	127,200	
123								
124	70,087	111,766	14,900	127,200	Unappropriated Ending fund Balance	13,500	12,400	-

CITY OF DUNDEE
BUDGET FY 2016-2017

CIP ENTERPRISE FUNDS
432 - WATER CIP

Historical Data					Budget for Next Year 2016-17		
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
				REVENUE			
1							
2							
3	421,132	597,039	-	20,000	Intergovernmental Revenues	-	-
4	15,504	26,615	25,200	25,200	Charges for Services - SDC	29,600	29,600
5	5,403	4,641	4,000	4,000	Miscellaneous Revenues	9,000	9,000
6							
7	442,039	628,295	29,200	49,200	TOTAL REVENUE	38,600	38,600
8							
9					EXPENDITURES		
10							
11	782,611	691,938	923,000	540,100	CAPITAL OUTLAY	550,200	550,200
12							
13	61,545	61,545	792,500	792,200	DEBT SERVICE	117,300	117,300
14							
15	844,156	753,483	1,715,500	1,332,300	TOTAL EXPENDITURES	667,500	667,500
16							
17					Excess (deficiency) of revenue		
18	(402,117)	(125,188)	(1,686,300)	(1,283,100)	over expenditures	(628,900)	(628,900)
19							
20					OTHER FINANCING SOURCES (USES)		
21							
22	833,458	-	730,000	730,700	LOANS	-	-
23							
24	-	-	(290,000)	-	INTERFUND LOANS	(200,000)	(200,000)
25							
26					TRANSFERS IN		
27	140,000	140,000	176,000	176,000	Transfer In from Water	220,000	220,000
28	140,000	140,000	176,000	176,000	TOTAL TRANSFERS IN	220,000	220,000
29							
30							
31	973,458	140,000	616,000	906,700	TOTAL OTHER FINANCING SOURCES (USES)	20,000	20,000
32							
33	571,341	14,812	(1,070,300)	(376,400)	Net Change in fund Balance	(608,900)	(608,900)
34							
35	417,591	988,932	1,106,000	1,003,700	Fund Balance at beginning of year	627,300	627,300
36							
37	988,932	1,003,744	35,700	627,300	Unappropriated Ending fund Balance	18,400	18,400

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**CIP ENTERPRISE FUNDS
432 - WATER CIP
(Line Item Detail)**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET 2015-16	FORECAST 2015-16		by Budget Officer	by Budget Committee	by Governing Body
1					REVENUE			
2								
3					Intergovernmental Revenue			
4				20,000	IFA Grant			
5	421,132	597,039			ODOT - Water Line Relocation Payment			
6	421,132	597,039	-	20,000	Total Intergovernmental Revenue	-	-	-
7								
8					Charges for Services			
9	2,397	7,185	6,800	6,800	System Dev Charges - Improvements	24,200	24,200	
10	13,107	19,430	18,400	18,400	System Dev Charges - Reimbursements	4,900	4,900	
11					System Dev Charges - Compliance	500	500	
12	15,504	26,615	25,200	25,200	Total Charges for Services	29,600	29,600	-
13								
14					Miscellaneous Revenues			
15					Capital Contributions	7,000	7,000	
16	5,403	4,641	4,000	4,000	Interest Income	2,000	2,000	
17	5,403	4,641	4,000	4,000	Total Miscellaneous Revenues	9,000	9,000	-
18								
19	442,039	628,295	29,200	49,200	TOTAL REVENUE	38,600	38,600	-
20								
21					EXPENDITURES			
22								
23					CAPITAL OUTLAY			
24	723,454	388,223	473,000	115,000	Distribution System	550,200	550,200	
25					Water Reservoirs			
26	59,158	174,021	450,000	416,000	Well Pump Stations			
27		129,694		9,100	Master Plan Update			
28	782,611	691,938	923,000	540,100	TOTAL CAPITAL OUTLAY	550,200	550,200	-
29								
30					DEBT SERVICE			
31					US Bank Loan Principal	98,300	98,300	
32					US Bank Loan Interest	19,000	19,000	
33	55,091	30,099	748,300	748,300	IFA Loan Principal			
34	6,454	31,446	44,200	43,900	IFA Loan Interest			
35	61,545	61,545	792,500	792,200	TOTAL DEBT SERVICE	117,300	117,300	-
36								
37	844,156	753,483	1,715,500	1,332,300	TOTAL EXPENDITURES	667,500	667,500	-
38								
39					Excess (deficiency) of revenue			
40	(402,117)	(125,188)	(1,686,300)	(1,283,100)	over expenditures	(628,900)	(628,900)	-
41								
42					OTHER FINANCING SOURCES (USES)			
43								
44					LOANS			
45			730,000	730,700	US Bank Loan Proceeds Received			
46	833,458				IFA Loan Proceeds Received			
47	833,458	-	730,000	730,700	TOTAL LOANS	-	-	-
48								
49					INTERFUND LOANS			
50			(400,000)		Interfund Loan Advanced - Street CIP	(460,000)	(460,000)	
51			200,000		Interfund Loan Repayment - Street CIP	260,000	260,000	
52			(90,000)		Interfund Loan Advanced - Storm CIP			
53	-	-	(290,000)	-	TOTAL INTERFUND LOANS	(200,000)	(200,000)	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**CIP ENTERPRISE FUNDS
432 - WATER CIP
(Line Item Detail)**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED	EST		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
			BUDGET 2015-16	FORECAST 2015-16				
54								
55								
56	140,000	140,000	176,000	176,000	Transfer In from Water	220,000	220,000	
57	140,000	140,000	176,000	176,000	TOTAL TRANSFERS IN	220,000	220,000	-
58								
59								
60	973,458	140,000	616,000	906,700	TOTAL OTHER FINANCING SOURCES (USES)	20,000	20,000	-
61								
62	571,341	14,812	(1,070,300)	(376,400)	Net Change in fund Balance	(608,900)	(608,900)	-
63								
64	417,591	988,932	1,106,000	1,003,700	Fund Balance at beginning of year	627,300	627,300	
65								
66	988,932	1,003,744	35,700	627,300	Unappropriated Ending fund Balance	18,400	18,400	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**ENTERPRISE FUNDS
441 - SEWER**

Historical Data					Budget for Next Year 2016-17		
ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
		2015-16	2015-16		Officer	Committee	Body
				REVENUE			
1,087,698	1,158,733	1,187,000	1,217,000	Charges for Services	1,244,000	1,244,000	-
237	131	120,100	120,200	Miscellaneous Revenues	200	200	-
1,087,935	1,158,864	1,307,100	1,337,200	TOTAL REVENUE	1,244,200	1,244,200	-
				EXPENDITURES			
				PERSONNEL SERVICES			
73,305	90,702	98,200	96,300	Salaries & Wages	101,900	101,900	-
43,873	50,672	58,200	55,600	Personnel Benefits	61,000	61,000	-
117,178	141,373	156,400	151,900	TOTAL PERSONNEL SERVICES	162,900	162,900	-
				MATERIALS & SERVICES			
23,737	23,421	24,300	28,300	Supplies	26,800	26,800	-
26,677	9,806	8,500	45,300	Professional Services	44,600	44,600	-
561	607	700	700	Contractual Services	600	600	-
1,516	2,401	1,800	1,800	Travel & Training	1,800	1,800	-
12,800	15,057	16,000	15,700	Insurance	14,800	14,800	-
5,799	5,713	7,200	6,400	Regulatory Requirements	6,900	6,900	-
76,256	78,622	82,100	75,000	Utilities	82,100	82,100	-
57,890	38,275	140,800	122,200	Repairs & Maintenance	123,800	123,800	-
59,487	69,643	74,100	71,300	Interfund Services	77,100	77,100	-
5,662	5,634	5,700	5,600	Other Materials & Services	6,300	6,300	-
270,384	249,178	361,200	372,300	TOTAL MATERIALS & SERVICES	384,800	384,800	-
	12,517	2,400	2,200	CAPITAL OUTLAY	-	-	-
387,562	403,068	520,000	526,400	TOTAL EXPENDITURES	547,700	547,700	-
				Excess (deficiency) of revenue			
700,373	755,795	787,100	810,800	over expenditures	696,500	696,500	-
				OTHER FINANCING SOURCES (USES)			
				TRANSFERS OUT			
(54,320)	(57,800)	(59,400)	(61,000)	Transfer to General Fund	(62,200)	(62,200)	-
(13,800)	(13,800)	(13,000)	(13,000)	Transfer to Equipment Reserve	(12,900)	(12,900)	-
(700,000)	(700,000)	(690,000)	(640,000)	Transfer to Sewer CIP	(695,000)	(695,000)	-
(768,120)	(771,600)	(762,400)	(714,000)	TOTAL TRANSFERS OUT	(770,100)	(770,100)	-
				OTHER USES			
		(20,000)		Operating Contingency	(20,000)	(20,000)	-
		(20,000)		TOTAL OTHER USES	(20,000)	(20,000)	-
				TOTAL OTHER FINANCING			
(768,120)	(771,600)	(782,400)	(714,000)	SOURCES (USES)	(790,100)	(790,100)	-
(67,746)	(15,805)	4,700	96,800	Net Change in fund Balance	(93,600)	(93,600)	-
101,209	33,463	10,700	17,700	Fund Balance at beginning of year	110,200	114,500	-
33,463	17,658	15,400	114,500	Unappropriated Ending fund Balance	16,600	20,900	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**ENTERPRISE FUNDS
441 - SEWER
(Line Item Detail)**

	Historical Data				EST FORECAST 2015-16	Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED	BUDGET 2015-16		PROPOSED	APPROVED	ADOPTED
			by Budget Officer			by Budget Committee	by Governing Body	
1								
2								
3								
4	1,087,698	1,158,733	1,187,000	1,217,000	User Charges	1,244,000	1,244,000	
5	1,087,698	1,158,733	1,187,000	1,217,000	Total Charges for Services	1,244,000	1,244,000	-
6								
7					Miscellaneous Revenues			
8	237	131	100	200	Interest Income	200	200	
9			120,000	120,000	Insurance Recovery			
10	237	131	120,100	120,200	Total Miscellaneous Revenues	200	200	-
11								
12	1,087,935	1,158,864	1,307,100	1,337,200	TOTAL REVENUE	1,244,200	1,244,200	-
13								
14					EXPENDITURES			
15								
16					PERSONNEL SERVICES			
17					Salaries & Wages			
18	73,305	90,702	98,200	96,300	Salaries and Wages	101,900	101,900	
19	73,305	90,702	98,200	96,300	Total Salaries & Wages	101,900	101,900	-
20								
21					Personnel Benefits			
22	5,252	6,517	7,500	7,000	FICA	7,800	7,800	
23	3,456	2,075	3,000	2,600	Workers' Comp	2,800	2,800	
24	70	85	100	100	Unemployment	100	100	
25	13,550	16,763	20,300	19,700	PERS	21,200	21,200	
26	21,545	25,232	27,300	26,200	Group Medical & Life	29,100	29,100	
27	43,873	50,672	58,200	55,600	Total Personnel Benefits	61,000	61,000	-
28								
29	117,178	141,373	156,400	151,900	TOTAL PERSONNEL SERVICES	162,900	162,900	-
30								
31					MATERIALS & SERVICES			
32					Supplies			
33	3,632	3,261	4,000	2,500	Office & Operating Supplies	4,000	4,000	
34	1,733	1,473	1,500	1,600	Small Tools & Minor Equip	1,500	1,500	
35	3,776	2,401	4,000	2,700	Fuel	4,000	4,000	
36	563	553	800	800	Uniforms & Clothing	800	800	
37	5,401	10,402	6,000	13,500	Chemicals	8,500	8,500	
38	8,631	5,331	8,000	7,200	WWTP Lab Supplies	8,000	8,000	
39	23,737	23,421	24,300	28,300	Total Supplies	26,800	26,800	-
40								
41					Professional Services			
42	591	892	1,000	600	Legal	1,000	1,000	
43	23,836	7,392	6,000	42,000	Engineering	40,000	40,000	
44	2,250	1,521	1,500	2,700	IT Support	3,600	3,600	
45	26,677	9,806	8,500	45,300	Total Professional Services	44,600	44,600	-
46								
47					Contractual Services			
48	561	607	700	700	Alarm Monitoring Services	600	600	
49	561	607	700	700	Total Contractual Services	600	600	-
50								
51					Travel & Training			
52	1,309	2,188	1,500	1,500	Employee Development	1,500	1,500	
53	207	213	300	300	Dues & Subscriptions	300	300	
54	1,516	2,401	1,800	1,800	Total Travel & Training	1,800	1,800	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**ENTERPRISE FUNDS
441 - SEWER
(Line Item Detail)**

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET 2015-16	FORECAST 2015-16		by Budget Officer	by Budget Committee	by Governing Body
55								
56	12,800	15,057	16,000	15,700	Insurance	14,800	14,800	
57								
58					Regulatory Requirements			
59	2,337	3,014	3,000	3,000	Certifications & Permits	3,000	3,000	
60	2,555	2,445	3,000	2,200	Lab Testing	2,500	2,500	
61	907	254	1,000	1,200	Equipment Testing	1,200	1,200	
62	-	-	200	-	Physical Evaluations	200	200	
63	5,799	5,713	7,200	6,400	Total Regulatory Requirements	6,900	6,900	-
64								
65					Utilities			
66	71,874	74,581	78,000	71,000	Electricity	78,000	78,000	
67	3,083	2,514	2,500	2,500	Telephone & Cable	2,500	2,500	
68	1,299	1,527	1,600	1,500	Solid Waste & Recycling	1,600	1,600	
69	76,256	78,622	82,100	75,000	Total Utilities	82,100	82,100	-
70								
71					Repairs & Maintenance			
72	1,732	495	1,500	1,500	Equip Maint/Repair	1,500	1,500	
73	527	1,314	1,500	1,000	Vehicle Maint/Repair	1,500	1,500	
74	250	4,498	500	400	Bldg Maint/Repair	500	500	
75	362	148	300	200	Grounds Maintenance	300	300	
76	4,380	30,118	132,000	118,000	Treatment Facility	35,000	35,000	
77	860	1,567	2,500	1,000	Collection System	2,500	2,500	
78	49,777	135	2,500	100	Infiltration/Inflow	2,500	2,500	
79					Bio-Solids Removal	80,000	80,000	
80	57,890	38,275	140,800	122,200	Total Repairs & Maintenance	123,800	123,800	-
81								
82					Interfund Services			
83	59,487	69,643	74,100	71,300	Internal Admin Charge	77,100	77,100	
84	59,487	69,643	74,100	71,300	Total Interfund Services	77,100	77,100	-
85								
86					Other Materials & Services			
87	2,414	2,437	2,500	3,000	Postage	3,000	3,000	
88	3,248	3,197	3,000	2,600	Bank Charges	3,100	3,100	
89			100		Recruitment Expense	100	100	
90			100		Other Misc Expense	100	100	
91	5,662	5,634	5,700	5,600	Total Other Materials & Services	6,300	6,300	-
92								
93	270,384	249,178	361,200	372,300	TOTAL MATERIALS & SERVICES	384,800	384,800	-
94								
95					CAPITAL OUTLAY			
96			2,400	2,200	Capital Equipment			
97	-	12,517			Computer H/W, S/W			
98	-	12,517	2,400	2,200	TOTAL CAPITAL OUTLAY	-	-	-
99								
100	387,562	403,068	520,000	526,400	TOTAL EXPENDITURES	547,700	547,700	-
101								
102					Excess (deficiency) of revenue			
103	700,373	755,795	787,100	810,800	over expenditures	696,500	696,500	-

CITY OF DUNDEE

BUDGET FY 2016-2017

ENTERPRISE FUNDS

441 - SEWER

(Line Item Detail)

Historical Data					Budget for Next Year 2016-17		
	ACTUAL	ACTUAL	ADOPTED	EST	PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST	by Budget	by Budget	by Governing
			2015-16	2015-16	Officer	Committee	Body
104							
105					OTHER FINANCING SOURCES (USES)		
106							
107					TRANSFERS OUT		
108	(54,320)	(57,800)	(59,400)	(61,000)	(62,200)	(62,200)	
109	(13,800)	(13,800)	(13,000)	(13,000)	(12,900)	(12,900)	
110	(700,000)	(700,000)	(690,000)	(640,000)	(695,000)	(695,000)	
111	(768,120)	(771,600)	(762,400)	(714,000)	(770,100)	(770,100)	-
112							
113					OTHER USES		
114			(20,000)		(20,000)	(20,000)	
115	-	-	(20,000)	-	(20,000)	(20,000)	-
116							
117	(768,120)	(771,600)	(782,400)	(714,000)	(790,100)	(790,100)	-
118					TOTAL OTHER FINANCING SOURCES (USES)		
119	(67,746)	(15,805)	4,700	96,800	(93,600)	(93,600)	-
120							
121	101,209	33,463	10,700	17,700	110,200	114,500	
122							
123	33,463	17,658	15,400	114,500	16,600	20,900	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**CIP ENTERPRISE FUNDS
442 - SEWER CIP**

Historical Data				Budget for Next Year 2016-17		
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16	PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
REVENUE						
1						
2						
3	69,280	144,748	-	-	-	-
4	44,843	37,408	26,500	26,500	28,200	-
5	48,952	6,846	3,000	3,300	788,000	-
6						
7	163,075	189,002	29,500	29,800	816,200	-
8						
9	EXPENDITURES					
10						
11	338,061	118,367	600,000	130,000	864,000	-
12						
13	664,448	663,484	684,900	684,900	694,600	-
14						
15	1,002,509	781,851	1,284,900	814,900	1,558,600	-
16						
17						
18	(839,434)	(592,849)	(1,255,400)	(785,100)	(742,400)	-
19						
20	OTHER FINANCING SOURCES (USES)					
21						
22	-	-	600,000	75,000	-	-
23						
24						
25	700,000	700,000	690,000	640,000	695,000	-
26	700,000	700,000	690,000	640,000	695,000	-
27						
28	700,000	700,000	1,290,000	715,000	695,000	-
29						
30	(139,434)	107,151	34,600	(70,100)	(47,400)	-
31						
32	643,409	503,975	586,900	611,100	541,000	-
33						
34	503,975	611,126	621,500	541,000	493,600	-

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**ENTERPRISE FUNDS
451 - STORM WATER**

	Historical Data				Budget for Next Year 2016-17			
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16	PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body	
1	REVENUE							
2								
3	86,275	87,248	93,800	94,200	Charges for Services	104,700	104,700	-
4	107	81	100	100	Miscellaneous Revenues	100	100	-
5								
6	<u>86,383</u>	<u>87,329</u>	<u>93,900</u>	<u>94,300</u>	TOTAL REVENUE	<u>104,800</u>	<u>104,800</u>	<u>-</u>
7	EXPENDITURES							
8								
9	PERSONNEL SERVICES							
10								
11	23,116	26,172	22,900	22,500	Salaries & Wages	18,300	18,300	-
12	12,944	13,917	12,700	12,600	Personnel Benefits	10,600	10,600	-
13	<u>36,060</u>	<u>40,089</u>	<u>35,600</u>	<u>35,100</u>	TOTAL PERSONNEL SERVICES	<u>28,900</u>	<u>28,900</u>	<u>-</u>
14	MATERIALS & SERVICES							
15								
16	2,499	1,594	2,200	2,100	Supplies	2,200	2,200	-
17	11,364	7,637	5,900	4,200	Professional Services	5,900	5,900	-
18	7	42	400	400	Training & Travel	400	400	-
19	113	135	200	200	Insurance	600	600	-
20	18	63	100	100	Regulatory Requirements	100	100	-
21	345	490	600	500	Utilities	600	600	-
22	1,002	1,169	2,400	1,800	Repairs & Maintenance	2,400	2,400	-
23	18,306	19,749	16,900	16,400	Interfund Services	13,700	13,700	-
24	112	116	400	200	Other Materials & Services	400	400	-
25	<u>33,767</u>	<u>30,995</u>	<u>29,100</u>	<u>25,900</u>	TOTAL MATERIALS & SERVICES	<u>26,300</u>	<u>26,300</u>	<u>-</u>
26								
27	-	999	500	500	CAPITAL OUTLAY	-	-	-
28								
29	<u>69,826</u>	<u>72,083</u>	<u>65,200</u>	<u>61,500</u>	TOTAL EXPENDITURES	<u>55,200</u>	<u>55,200</u>	<u>-</u>
30								
31					Excess (deficiency) of revenue			
32	<u>16,557</u>	<u>15,246</u>	<u>28,700</u>	<u>32,800</u>	over expenditures	<u>49,600</u>	<u>49,600</u>	<u>-</u>
33	OTHER FINANCING SOURCES (USES)							
34								
35	TRANSFERS OUT							
36								
37	(12,800)	(12,900)	(12,000)	(12,000)	Transfer to Equipment Reserve	(12,200)	(12,200)	-
38	(10,000)	(20,000)	(15,000)	(15,000)	Transfer to Storm Water CIP	(42,000)	(42,000)	-
39	<u>(22,800)</u>	<u>(32,900)</u>	<u>(27,000)</u>	<u>(27,000)</u>	TOTAL TRANSFERS OUT	<u>(54,200)</u>	<u>(54,200)</u>	<u>-</u>
40								
41	OTHER USES							
42			(5,000)		Operating contingency	(5,000)	(5,000)	-
43			<u>(5,000)</u>		TOTAL OTHER USES	<u>(5,000)</u>	<u>(5,000)</u>	<u>-</u>
44								
45	<u>(22,800)</u>	<u>(32,900)</u>	<u>(32,000)</u>	<u>(27,000)</u>	TOTAL OTHER FINANCING SOURCES (USES)	<u>(59,200)</u>	<u>(59,200)</u>	<u>-</u>
46								
47	(6,243)	(17,654)	(3,300)	5,800	Net Change in fund Balance	(9,600)	(9,600)	-
48								
49	29,449	23,206	3,900	5,600	Fund Balance at beginning of year	10,500	11,400	-
50								
51	<u>23,206</u>	<u>5,552</u>	<u>600</u>	<u>11,400</u>	Unappropriated Ending Fund Balance	<u>900</u>	<u>1,800</u>	<u>-</u>

**CITY OF DUNDEE
BUDGET FY 2016-2017**

**ENTERPRISE FUNDS
451 - STORM WATER**

(Line Item Detail)

	Historical Data					Budget for Next Year 2016-17		
	ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED	EST		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
			BUDGET 2015-16	FORECAST 2015-16				
1								
2								
3								
4	86,275	87,248	93,800	94,200				
5	86,275	87,248	93,800	94,200				
6								
7								
8	107	81	100	100				
9	107	81	100	100				
10								
11	86,383	87,329	93,900	94,300				
12								
13								
14								
15								
16								
17	23,116	26,172	22,900	22,500				
18	23,116	26,172	22,900	22,500				
19								
20								
21	1,703	1,921	1,750	1,650				
22	829	634	700	800				
23	23	25	50	50				
24	4,071	4,574	4,200	4,200				
25	6,318	6,764	6,000	5,900				
26	12,944	13,917	12,700	12,600				
27								
28	36,060	40,089	35,600	35,100				
29								
30								
31								
32	666	364	800	800				
33	386	245	300	400				
34	1,259	800	900	800				
35	188	184	200	100				
36	2,499	1,594	2,200	2,100				
37								
38								
39	360	-	800	100				
40	10,614	7,573	5,000	4,000				
41	390	64	100	100				
42	11,364	7,637	5,900	4,200				
43								
44								
45	7	42	100	100				
46	-	-	300	300				
47	7	42	400	400				
48								
49	113	135	200	200				
50								
51								
52	18	63	100	100				
53	18	63	100	100				

CITY OF DUNDEE
BUDGET FY 2016-2017

ENTERPRISE FUNDS
451 - STORM WATER
(Line Item Detail)

Historical Data		ADOPTED		EST		Budget for Next Year 2016-17		
ACTUAL	ACTUAL	BUDGET	FORECAST	PROPOSED	APPROVED	ADOPTED		
2013-14	2014-15	2015-16	2015-16	by Budget	by Budget	by Governing		
				Officer	Committee	Body		
54								
55								
56	-	77	200	200	Electricity	200	200	
57	345	413	400	300	Telephone & Cable	400	400	
58	345	490	600	500	Total Utilities	600	600	-
59								
60								
61	389	113	400	300	Repairs & Maintenance			
62	176	438	400	400	Equip Maint/Repair	400	400	
64	83	14	300	-	Vehicle Maint/Repair	400	400	
65		39	100	100	Building Maint/Repair	300	300	
66	354	566	1,200	1,000	Grounds Maint	100	100	
67	1,002	1,169	2,400	1,800	Collection System	1,200	1,200	
68					Total Repairs & Maintenance	2,400	2,400	-
69								
70	18,306	19,749	16,900	16,400	Interfund Services			
71	18,306	19,749	16,900	16,400	Internal Admin Charge	13,700	13,700	
72					Total Travel & Training	13,700	13,700	-
73								
74	112	116	200	200	Other Materials & Services			
75	-	-	100	-	Postage / Shipping	200	200	
76	-	-	100	-	Recruitment Expense	100	100	
77	112	116	400	200	Other Misc Expense	100	100	
78					Total Other Materials & Services	400	400	-
79	33,767	30,995	29,100	25,900	TOTAL MATERIALS & SERVICES	26,300	26,300	-
80								
81					CAPITAL OUTLAY			
82			500	500	Capital Equipment			
83	-	999			Computer H/W, S/W			
84	-	999	500	500	TOTAL CAPITAL OUTLAY	-	-	-
85								
86	69,826	72,083	65,200	61,500	TOTAL EXPENDITURES	55,200	55,200	-
87								
88					Excess (deficiency) of revenue			
89	16,557	15,246	28,700	32,800	over expenditures	49,600	49,600	-
90								
91					OTHER FINANCING SOURCES (USES)			
92								
93					TRANSFERS OUT			
94	(12,800)	(12,900)	(12,000)	(12,000)	Transfer to Equipment Reserve	(12,200)	(12,200)	
95	(10,000)	(20,000)	(15,000)	(15,000)	Transfer to Storm Water CIP	(42,000)	(42,000)	
96	(22,800)	(32,900)	(27,000)	(27,000)	TOTAL TRANSFERS OUT	(54,200)	(54,200)	-
97								
98					OTHER USES			
99	-	-	(5,000)		Operating contingency	(5,000)	(5,000)	
100	-	-	(5,000)	-	TOTAL OTHER USES	(5,000)	(5,000)	-
101								
102	(22,800)	(32,900)	(32,000)	(27,000)	TOTAL OTHER FINANCING SOURCES (USES)	(59,200)	(59,200)	-
103								
104	(6,243)	(17,654)	(3,300)	5,800	Net Change in fund Balance	(9,600)	(9,600)	-
105								
106	29,449	23,206	3,900	5,600	Fund Balance at beginning of year	10,500	11,400	
107								
108	23,206	5,552	600	11,400	Unappropriated Ending Fund Balance	900	1,800	-

CITY OF DUNDEE
BUDGET FY 2016-2017

CIP ENTERPRISE FUNDS
452 - STORM WATER CIP

Historical Data					Budget for Next Year 2016-17		
ACTUAL 2013-14	ACTUAL 2014-15	ADOPTED BUDGET 2015-16	EST FORECAST 2015-16		PROPOSED by Budget Officer	APPROVED by Budget Committee	ADOPTED by Governing Body
				REVENUE			
				Charges for Services	12,000	12,000	-
				Miscellaneous Revenues	200	200	-
				TOTAL REVENUE	12,200	12,200	-
				EXPENDITURES			
				CAPITAL OUTLAY	234,000	234,000	-
				DEBT SERVICE	23,700	23,700	-
				TOTAL EXPENDITURES	257,700	257,700	-
				Excess (deficiency) of revenue over expenditures	(245,500)	(245,500)	-
				OTHER FINANCING SOURCES (USES)			
				LOANS RECEIVED	-	-	-
				TRANSFERS IN			
				Transfer In from Storm Water	42,000	42,000	-
				TOTAL TRANSFERS IN	42,000	42,000	-
				TOTAL OTHER FINANCING SOURCES (USES)	42,000	42,000	-
				Net Change in fund Balance	(203,500)	(203,500)	-
				Fund Balance at beginning of year	204,300	204,300	-
				Unappropriated Ending Fund Balance	800	800	-

CITY OF DUNDEE
BUDGET FY 2016-2017

CIP ENTERPRISE FUNDS
452 - STORM WATER CIP
(Line Item Detail)

Historical Data		EST		Budget for Next Year 2016-17		
ACTUAL	ACTUAL	ADOPTED	EST	PROPOSED	APPROVED	ADOPTED
2013-14	2014-15	BUDGET	FORECAST	by Budget	by Budget	by Governing
		2015-16	2015-16	Officer	Committee	Body
1						
2						
3						
4	3,934	10,012	4,800	4,800	4,800	4,800
5	8,498	16,326	7,200	7,200	7,200	7,200
6	12,432	26,337	12,000	12,000	12,000	-
7						
8						
9	237	209	200	200	200	200
10	237	209	200	200	200	-
11						
12	12,669	26,546	12,200	12,200	12,200	-
13						
14						
15						
16						
17		9,058	450,500	23,900	180,000	180,000
18		46,315	12,000	12,100		
19			50,000		54,000	54,000
20	-	55,373	512,500	36,000	234,000	234,000
21						
22						
23					19,800	19,800
24					3,900	3,900
25	-	-	-	-	23,700	23,700
26						
27	-	55,373	512,500	36,000	257,700	257,700
28						
29						
30	12,669	(28,826)	(500,300)	(23,800)	(245,500)	(245,500)
31						
32						
33						
34						
35				150,000		
36			90,000			
37			350,000			
38	-	-	440,000	150,000	-	-
39						
40						
41	10,000	20,000	15,000	15,000	42,000	42,000
42	10,000	20,000	15,000	15,000	42,000	42,000
43						
44	10,000	20,000	455,000	165,000	42,000	42,000
45						
46	22,669	(8,826)	(45,300)	141,200	(203,500)	(203,500)
47						
48	49,216	71,884	46,100	63,100	204,300	204,300
49						
50	71,884	63,058	800	204,300	800	800

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**City of Dundee
City Council Meeting Minutes
May 17, 2016**

Call to Order

Mayor Russ called the meeting to order at 7:00 P.M.

Council and Staff Attendance

Present: Mayor David Russ, Councilors Storr Nelson, Jeannette Adlong, Kristen Svicarovich, Tim Weaver, Doug Pugsley, and Ted Crawford. Staff members: Rob Daykin, City Administrator; Shelby Rihala, City Attorney; Fire Chief John Stock; Clifton Heim, Firefighter.

Public and Presenter Attendance

Michael Humm, Kennedy/Jenks Consultants; Dean Kampfer, Waste Management; Mike Jeffries, Waste Management; Evan Burmester, Waste Management; Dave Huber, Waste Management; Brian Sherrard, Battalion Chief, Tualatin Valley Fire & Rescue; Jesse Herboldt; Isabella Herboldt; Ben Johnson; Andrea Johnson; Orelly Mendoza-Lucero.

Agenda Changes

Item 8.3, Dundee Bypass Bridge Aesthetics was deleted.

Item 8.4, Engine 31 Replacement, was added to Old Business.

Public Comment

None.

Public Hearing: Supplemental Budget

Mayor Russ called the hearing to order at 7:02 P.M. to consider the Supplemental Budget.

Staff Report:

C.A. Daykin reported since the budget is being increased by an amount greater than ten percent of a fund's total appropriation, a public hearing is required. The hearing was advertised, a copy of the information was published and made available at City Hall, and is provided in the agenda packet. He recommended asking for public comment, followed by closing the hearing. Action may be taken later in the meeting on the resolution (Agenda item 9.3).

Proponents:

None.

Opponents:

None.

The hearing was closed at 7:03 P.M.

Presentation: If I Were Mayor Contest Prize Awards

Mayor Russ asked Orelly Mendoza-Lucero and Isabella Herboldt to come forward. Mayor Russ explained the contest. Orelly Mendoza-Lucero won first place and Isabella Herboldt came in second. Awards and prizes were handed out. The first place poster will be going to the state competition.

Consent Agenda

The motion was made and seconded to approve Consent Agenda items 7.1 City Council Minutes, May 3, 2016 and 7.2 OLCC Liquor License Application (Lange Winery). **Discussion:** It was clarified that the Lange Winery application is due to the business moving to the former Dapper Frog site. The motion passed unanimously.

Old Business

Scope of Work – Sewer Main Repairs

C.A. Daykin referred to the updated proposal and map e-mailed to the Council as an addendum to the agenda packet, and copies were provided. Michael Humm, Kennedy/Jenks Consultants, reported that the map provided was developed during the CCTV exploration of the sewer system and shows the locations of defects identified by that project. About 20,000 linear feet of sewer was reviewed. He reviewed the three types of repairs needed – defects along city mains, connections from private laterals, and utility bores. Manholes identified are those that were repaired at the time of the CCTV review. He provided pictorial examples of joint infiltration, defects at Y-connections (private laterals), and utility bores. Repairs will likely entail cutting and removing the damaged areas and replacing them with new pipe using repair band couplers. In the case of the utility bores, the utility conduit will be relocated, ideally below the main line. There is the possibility for a cost sharing plan between the three main responsible parties – the City, the property owners, and Frontier.

Discussion ensued on how to deal with the repairs on the private laterals. The damage seen with the private lateral connections was seen mainly at the Y-connections. However, the camera did not extend up into the lateral line. It is unknown what, if any, repairs may be needed to most of the lateral lines. There are a few exceptions where collapse or damage to the lateral line was visible at the connection point. Mayor Russ pointed out that working with homeowners to ensure that efforts are not duplicated and work is done properly if they have repairs made to their lateral line would be a good idea. The original plan for this project was to expand upon previous I&I identification data, with the view that a fairly widespread repair project would probably result. What was found instead is that the pipe is in relatively good condition, but there are smaller, more localized issues that can be remedied in a localized manner. The cost/benefit from this kind of project was questioned. It is possible that maybe another dozen locations could be identified by using CCTV on the remainder of the system. Humm stated that he does not believe that there is any one location with serious damage, so these types of repairs are what need to be taken care of. Chasing I&I can be challenging. It is difficult to estimate how much improvement in I&I will be made by repairs and it will take time to tell. Discussion ensued regarding the benefits and costs of waiting to find more repairs needed and taking care of them all at once, versus doing these repairs now and others as needed later. Some communities allot an amount for sewer repairs each year, making small repairs on an ongoing basis. However, a true cost/benefit analysis would be difficult to do. Estimated construction costs in total would be about \$200,000, or about \$65,000 apiece for the three responsible parties. The plan is to create three schedules of work with priorities, and identifying possibly reimbursable work. With the 12 identified private properties, the cost would be approximately \$5,000-6,000 each. There would be one contractor with three schedules. We want to move the city's portion forward to complete sewer main repairs prior to street overlays planned this summer, but currently we do not know what to tell homeowners regarding their responsibility.

C.A. Daykin stated that there are complications with the private land owners involved. What strikes him when looking at the map is the one location on 7th Street that was identified as needing repair due to the probable result of a city project. There is another location on 7th Street that might also be related to that same project. There are other sites identified, as well, that had street work done by the city in recent years. It could lead to questions regarding responsibility. He

does not know how street work might impact the specific lateral connections, or how one would determine the cause of any damage to those connections and, thus, responsibility. Normally, the first notice to a property owner states that the city has become aware of the I&I situation with that lateral connection and the property owner must submit a plan for corrective action within 30 days of receipt of the letter. Once the corrective action plan has been approved, the property owner has 90 days to implement the plan. This process needs to be meshed with the bidding process for the city's portion of the project. Discussion ensued. The possibility was mentioned that including the private laterals in the city's portion could be more cost effective and if the city could share in some of the cost then there might be less resistance from the property owners. The cost effectiveness of this idea was questioned. The cost for each lateral connection will vary on the method and depending on the amount of street/sidewalk repair required as a result. When questioned regarding the 7th Street locations, C.A. Daykin responded that the first location was identified early in the search for unusually high flows and was found to be a site where the new storm drainage line was placed over top of the older sewer line connection in conjunction with the widening of the street. Also, the locations on Edwards and near James Court are adjacent to a new sidewalk and curb installations with street widening. Those locations could benefit from a closer review of the CCTV footage. Humm said that there are alternative methods of repair that can be considered, such as trenchless in-line grouting methods. One bidder should be able to handle the joint infiltration and the main line repairs. It was pointed out that it should be determined prior to going to bid if the private laterals will be included and, if so, in what manner. Discussion ensued as to the appropriateness of the city taking responsibility for any of the damage that could be due to street work.

Humm showed examples of typical lateral damage, which appears to be simply the age-related wearing out of the installation or previous repair to the connection. How to provide costs to the property owners was discussed. C.A. Daykin stated that having the city take on the costs of the private laterals was considered. However, the city does not have the funds for that additional work. Additional funds could be borrowed, or the monies could be saved up and repairs done next year for that part of the project. The city's portion of the project and the franchisee's portion of the project should get underway sooner. Also, the damaged lateral on 7th street that is a major contributor to I&I really should be taken care of this summer, as well. The idea of starting the notification process for the property owners, but offering the opportunity to share cost with the City on a repair project next year and having the 90 day requirement waived was brought up. Budgetary considerations related to waiting until next year for part of the repairs were discussed. If the biosolids removal work is postponed this year, that amount could be allocated for these repairs. Details of the work needed on 7th Street were discussed, along with the need for additional CCTV next year, and what information could be provided to property owners to allow them to prepare for their part of the work to be done next year. Upon request, property owners could be provided with details on the repairs being done on 7th Street. Staff is requesting authorization for the scope of work and fee. The scope of work at this point includes the lines with utility bores, the lines with joint infiltration, and the two lateral connections on 7th Street. **The motion** was made to authorize the scope of work; which shall include includes the lines with utility bores, the lines with joint infiltration, and the two lateral connections on 7th Street; as discussed. **Discussion:** Exactly which repairs to include was discussed. **The motion** was seconded. The project, as currently defined, would cost about \$150,000. About \$60,000 would be reimbursable from the franchisee. C.A. Daykin said that there is about \$164,000 budgeted for this project in the next budget. Mr. Humm showed a flow projection graph, with the caveat that flow projections are very subjective and there is not much data to work with. It appears that the system is able to handle high water events better. **The motion** passed unanimously.

C.A. Daykin asked for clarification on the Council's desires regarding notification of property owners. The lateral connections will be looked at in more detail in an effort to determine root

cause of the damages, and the potential offering of incentives to property owners will be revisited once that step is completed. Mr. Humm will return to the June 7th meeting and will be ready to report back.

C.A. Daykin reported that two main contributors to I&I flows contributing from west side of the highway are from the two mobile home parks. Some repairs have been done by one of the mobile home parks, but more is needed. Efforts are underway, but the property owner is pushing back regarding the expense and the need to accomplish all of the repairs prior to winter flows. They are also trying to negotiate to what point repairs need to be done – complete elimination of I&I or just improvement. Staff has been maintaining the point of view that it is a violation and must be fixed. There is a possibility that the property owner may choose to come to the City Council and challenge the determination made by C.A. Daykin and the engineer. The I&I from that mobile home park is very significant, during about 9 months of the year the sewer flow out of the park exceeds the amount of potable water coming into the park. At one point last year, the out-flow exceeded the in-flow by 10 to 11 times.

Waste Management Rate Increase

Dave Huber, District Manager for Waste Management, introduced his colleagues – Mike Jeffries, pricing department; Evan Burmester; and Dean Kampfer, municipal marketing manager. Jeffries and Burmester reviewed the cost report and addressed some questions from the previous meeting, including the method used to calculate the rate adjustment to reach a 10% rate of return on revenue. Growth, so far in 2016 is a net decrease of four commercial and six residential customers. Since garbage service is not mandatory in Dundee, new home starts do not necessarily mean new customers. This is why it is difficult to project growth for the coming year. Calculations were done assuming about half the growth from last year to estimate the impact on costs. Based on those assumptions, the additional income from those new customers would change the rate request percentage to about 3.49 percent – not a significant change. Of the approximately 1,100 single family homes in Dundee, about 1,000 use garbage services. Growth projections and occupancy rates were discussed. In January of 2013, the mixed recycling sales rate was \$34.14 per ton. This year, we are paying \$20.09 per ton to get rid of it. Regarding an on-call service rate for those who only need service occasionally, that is already provided to Dundee customers. A rate comparison was shown. Dundee is comparable to their closest neighboring community – somewhat lower for residential (monthly rate for a 35 gallon container), a little higher for commercial (2 yard once a week service), and about the same for drop boxes. Waste Management affirmed their request for the 3.6 percent increase to be in effect on July 1st. Discussion of recycling additional materials ensued. **The motion** was made and seconded to approve the proposed 3.6 percent rate increase for Waste Management effective July 1, 2016. **The motion** passed unanimously. Staff will bring a resolution adopting the rate schedule at the next meeting.

New Business

Fire Department Dispatch Services IGA

Fire Chief Stock referred to the information provided in the agenda packet. Brian Sherrard, Battalion Chief, Tualatin Valley Fire & Rescue (TVF&R) is present to help answer questions. C.A. Daykin pointed out that in the modified agreement provided today, the legal department added item 6 on notification, but otherwise the agreement is mostly unchanged. Mayor Russ pointed out that he does not see a termination clause in the agreement as discussed in the memo. Stock noted WCCCA does not support voice command for the volunteer's pagers and had concerns of how this might affect volunteer responses. B.C. Sherrard explained that the agreement should prevent any interruptions in the operational efficiencies between the Newberg and Dundee Fire Departments. Being on the same dispatch system allows everyone to be

simultaneously notified, operating on the same channels, consistent notification of all the resources, and it streamlines the dispatch of resources from multiple agencies. TVF&R is planning to pay for the additional tower facility to be constructed on Chehalem Mountain to provide additional coverage for this area. The agreement is for one year (July 1, 2016 – June 30, 2017) with an option to terminate at the six month mark by either party. Stock said that we believe this will work. B.C. Sherrard said that all infrastructures will be in place and ready to go before July 1st. If there are challenges and changes that need to be made to make the system work better for everyone involved, those will be addressed immediately. The goal is to make the services better for all constituents in the region. The practicality and necessity of the 6 month termination period, as opposed to a shorter period, was discussed. B.C. Sherrard said that the typical agreement is a two-year agreement with a discussion at the one-year point as to whether to continue and possibly move towards annexing the jurisdiction into TV&R, or to unwind the agreement. Dundee would not be part of a typical two-year agreement, but this is a rolling one-year agreement with a six-month review. The agreement does state that, upon agreement of both parties, the agreement can be terminated. M. Russ suggested a commitment for 90 days with a one or two week window of opportunity to terminate the agreement, with the understanding that if the agreement is not terminated at that time the commitment is extended to the full length of the agreement. The question was raised of how to keep Newberg and Dundee connected if Dundee is not part of the agreement. Stock said that Newberg will be available to dispatch for Dundee at least through the trial period. It is not clear if Newberg will choose to align with the Tri-county area. Newberg PD will be retaining their current dispatch system and will continue to work with Dundee. The general emergency dispatch protocols will remain the same in any event. After discussion, consensus was to ask B.C. Sherrard to go back to request a shorter potential termination period. **The motion** was made and seconded to accept the agreement with Tualatin Valley Fire and Rescue with an amendment, per the Fire Chief's satisfaction, negotiated with the agency and reviewed by the city attorney. **The motion** passed unanimously.

Engine 31 Replacement

Fire Chief Stock said that the auction was extended by 24 hours and the reserve amount may have been reduced. We are currently high bid, but have not 'tripped' the reserve. Their Chief feels that the reserve will be reached. It appears we will have to buy from the auction site, which will require payment of a ten percent buyer's fee, so of the \$100,000 approved by the Council only about \$90,000 is available to bid. He is requesting at least \$10,000 more to help with the process of this purchase. There are two and a half days remaining on the auction. The current low bid on transportation of the Engine from Houston to Dundee is \$5,400. Volunteers are interested in helping with the transportation costs. There is interest on the auction from a broker and another fire department. The chief and a fire fighter have gone down to see and drive the engine in question. It is a ten year old engine that is in good condition. A new, equivalent engine would cost approximately \$330,000. **The motion** was made and seconded to increase the appropriation for replacement of Engine 31 from \$100,000 to \$110,000, the additional funds to be used towards bidding and closing costs for the apparatus from the City of Cloverdale, Texas. **Discussion:** If the bid goes higher, the fee will be higher, also. **The motion** was amended to change the additional appropriation from \$10,000 to \$11,000. **The amended motion** passed unanimously.

Sale of Surplus Equipment

C.A. Daykin referred to the list provided of equipment identified by the Public Works Department as surplus – not useful, not used, or not needed due to other options. He went over the list briefly. **The motion** was made and seconded to authorize sale of the listed items to the highest bidders. **Discussion:** The chipper will be replaced by renting heavier duty equipment once a sufficient amount of matter is accumulated. The bucket truck will go away fairly soon. If needed a tow-behind unit can be rented. **The motion** passed unanimously.

Resolution No. 2016-08, Supplemental Budget

C.A. Daykin stated that this resolution approves the Supplemental Budget, which was provided in the agenda packet. There are three main issues: reappropriating the unexpected balance of fire construction funds, Water CIP loan refunding proceeds appropriations, and sewer fund appropriations related to the extraordinary repairs needed on the control panels. **The motion** was made and seconded to approve Resolution No. 2016-08, Supplemental Budget, as presented. **The motion** passed unanimously.

City Administrator Salary

This is the fifth amendment to the current employment agreement and would change the salary, effective July 1st, to the amount the City Council discussed at the evaluation meeting on April 19, 2016. This was not included in the budget that was prepared and approved. There will be additional information provided at the June meeting where the budget will be considered to aid the Council in making any desired changes to the budget. **The motion** was made and seconded to approve the fifth amendment to the current employment agreement, changing the City Administrator's salary to \$83,000, effective July 1, 2016. **Discussion:** The salary amount stated does not include any benefits. **The motion** passed unanimously.

Council Concerns and Committee Reports

C. Crawford discussed the Façade Improvement Program being facilitated by the Tourism Committee. An architect was hired to do some renderings, but the Committee was not impressed. He remade the drawings, and they were still not impressed. A different architect may be consulted, however, that would lead to additional costs. The property owner is concerned if the site improvements would be cost effective in case he needs to change his business plan due to the impact of the bypass when it is in place. He will be attending the next Committee meeting. It was asked if there is a plan to bring the property's lighting into conformance with the City's lighting ordinance. Any new lighting will be required to conform to the ordinance. The goal is to come up with something that is better looking, but will still meet the needs of most any business that is located at that site.

C. Crawford also mentioned that he has found that there are eight vacation rentals in the City that are listed on VRBO.com, and only some are registered. C.A. Daykin confirmed that six are registered, one is in the process of registering, and the other has been notified to register.

C. Crawford reported that he is involved in the Riverbend Stewardship Project. Waste Management is trying to work with the community to determine what will happen with the property around the landfill. There was a recent tour of the landfill. They use hawks and falcons to control the birds on site, like some of the vineyards are doing. Every night a layer of soil is put over the day's deposit of garbage. They have purchased the RV park next to the landfill. Apparently, that site will be used for staging their equipment. There may be conflict with the County over the changing use of the RV park property, which is the best site for a trailhead to the adjacent County property.

C. Svicarovich reported that it looks like there is a good likelihood of our Measure 36-180, Dundee Charter Amendment, passing. At last look, it was at a 90 percent approval.

C. Adlong asked if there will be a Parks Committee meeting. C.A. Daykin stated that there will be one in June to go over the remaining elements to be completed in the Viewmont Greenway Park project.

The fence along the vineyard property was discussed. It may be necessary to invest in some tree landscaping along there to mitigate the appearance of the fence. The current ending location of

the fence is to accommodate the City's request relating to the street connection along that property line. The property owner has not agreed to the request from the City as to limiting the location of the fence next to Viewmont Greenway Park. The fence is a deer fence, and appears to be electrified. Since it is on the border of a public park, is there a liability to the City? The property is not inside the City. However, the nature of the fence may need to be looked into.

Mayor's Report

M. Russ asked the Councilors for clarification about the irrigation rate starting point. It was his understanding that it would apply to April this year, however, bills did not come out reflecting that. Is it possible to correct this? C.A. Daykin referred to the Resolution that was passed with the rates going into effect on August 1st, which is the traditional date for these rates. The rate change information will be included in the next newsletter that will be published prior to August 1st. The winter average cap for sewer charges is determined using data from November, December and January and uses the average to determine the sewer rate. Currently, the cap goes into effect in May, but will go into effect in April under the new rate structure. Some of the Councilors had thought the intent was that the April irrigation for this year would not be counted against property owners. C.A. Daykin stated that this was not his intent and he apologizes if that is what came across. What he recalls indicating was that he does not know what effect changing from May to April would have on overall revenue estimates and surmised it may not have much of an effect. In response to the question, C.A. Daykin said that attempting to retroactively refund those property owners whose billings may have exceeded the cap in April would be possible, but would be require a huge amount of administrative work. Some Councilors were under the impression that previous discussions were regarding rate changes that would be taking effect for 2016-17, not for the current year.

M. Russ asked about the repairs taking place at the Dundee Community Center. C.A. Daykin will cover that in his report.

There was a letter from Planner Jessica Pelz to stakeholders about zoning in the Riverside district. Are all the stakeholders ready to move on that now? C.A. Daykin responded that they are not. How much more effort would it take if it was done in smaller chunks rather than the whole thing at once? Daykin explained that the efforts currently being made are necessary for the owners to move forward with the next application phase. What needs to happen is the development of a Riverside District zone with design standards that also address how to implement the master plan for each sub-area. The Riverside Master Plan requires a master plan for each sub-area concurrent with putting the zoning in effect. Once this is in the Code, property owners and developers can come forward with applications for zone changes and the master plans. It's a legislative process that was initiated by the City after one of the owners agreed to hire a qualified planner to assist in the preparation of the Code amendment. However, work was not completed and the planner informed staff that he was no longer involved. A consultant with the firm that developed the master plan in 2011 has been contacted by staff to discuss next steps to complete the Code amendment and provide an estimate of cost. Unless the other stakeholders are willing to put forth the funds needed to pay for the project, the City will need to wait until July when TGM (code assistance) grant funds become available. The cost estimate has not been received as yet. M. Russ reported that one of the main property owners involved in this project asked for, and received a meeting with him. M. Russ reported that Stu Lindquist would like to apply the existing zoning for part of his property and not provide a master plan. M. Russ noted it would be ideal if this project could move forward along faster so that development and construction can begin in that area.

City Administrator's Report

C.A. Daykin stated that the permit submitted to ODOT for the Phase I TE project is undergoing review by ODOT and we hope to have notice of their comments by the end of this week. The funding issue is not resolved and staff is working on that.

Regarding the Community Center, there was a blockage in the sink and a plumber came out and determined that the sewer line was severed from their sink leading towards 99W. PW employees were sent out to investigate the situation and determined that the two inch sewer line jogs around the highway side of the building before connecting into their sewer lateral connection south of the building. It appears that when the new ten inch water line was installed, it was laid over the sewer lateral and in the course of excavating had encountered a buried cleanout and the sewer line to the building was compromised. City crews repaired the line, and the City will reimburse the Women's Club for the cost of the plumber. The contractor was not aware of the line, and the City did not disclose it on the plans or in the field.

Public Comment

None.

The meeting was adjourned at 9:48 P.M.

David Russ
Mayor

Attest:

Rob Daykin
City Administrator/Recorder

CITY OF DUNDEE
Statement of Activities

From 7/1/2015 Through 04/30/2016

	General Fund		Street		State Revenue		Equipment Reserve Fund		Tourism Fund		Fire Station Constr Fund		Bonded Debt		Water Fund		Water CIP Fund		Sewer Fund		Sewer CIP Fund		Storm Water Fund		Storm Water CIP Fund		Total
	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Fund	
Revenue																											
Taxes	669,194	34,004	-	-	-	-	-	-	-	35,975	-	-	127,809	-	-	-	-	-	-	-	-	-	-	-	-	-	866,982
Franchise Fees	125,493	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	156,297
Licenses & Permits	42,907	-	30,805	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	42,907
Intergovernmental Revenue	134,715	157,050	-	-	19,217	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	310,982	
Charges for Services	192,448	-	-	-	-	-	-	-	-	-	-	-	-	-	552,171	12,209	1,014,679	8,161	77,830	9,532	-	-	-	-	-	1,867,030	
Fines & Forfeitures	52,410	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	52,410	
Miscellaneous Revenue	8,781	390	501	215	39	3,190	17	119	159	371	1,398	3,306	193	2,784	85	193	21,740	-	-	-	-	-	-	-	-	21,740	
Total Revenue	1,225,949	191,444	31,305	215	19,256	3,190	17	36,094	159	128,181	553,570	15,515	1,014,872	10,945	77,914	9,725	3,318,349	-	-	-	-	-	-	-	-	3,318,349	
Expenditures																											
Personnel	429,270	50,098	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	479,368
Materials & Services	627,670	61,928	-	-	21,270	-	-	-	-	-	134,336	-	127,841	-	29,614	-	-	-	-	-	-	-	-	-	-	-	771,159
Capital Outlay	7,904	-	303,495	-	-	54,210	20	4,538	92,461	-	182,835	-	324,841	-	23,183	-	-	-	-	-	-	-	-	-	-	-	1,338,745
Debt Service	-	-	-	-	-	-	-	-	-	-	9,402	-	2,174	-	452	-	123,588	33,871	-	-	-	-	-	-	-	-	1,066,063
Total Expenditures	1,064,844	112,025	311,959	-	21,270	112,838	32,039	4,538	105,215	150,143	326,573	547,737	454,856	488,279	53,249	33,871	3,819,437	-	-	-	-	-	-	-	-	3,819,437	
Excess (deficiency) of Revenue over Expenditures	161,104	79,419	(280,654)	215	(2,014)	(109,648)	(32,022)	31,556	(105,056)	(21,962)	226,997	(532,223)	560,016	(477,334)	24,665	(24,146)	(501,088)	-	-	-	-	-	-	-	-	(501,088)	
Other Financing Sources (Uses)	(20,413)	-	-	-	(10,000)	-	10,000	-	97,000	-	(25,863)	-	(513,225)	462,500	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Changes to Fund Balance	140,692	79,419	(280,654)	215	(12,014)	(109,648)	(22,022)	31,556	(8,056)	(21,962)	201,134	(532,223)	46,791	(14,834)	24,665	(24,146)	(501,088)	-	-	-	-	-	-	-	-	(501,088)	
Beginning Fund Balance	405,400	49,504	161,106	42,458	12,378	737,747	15,843	22,245	38,406	30,512	111,766	1,003,744	17,658	611,126	5,552	63,058	3,328,503	-	-	-	-	-	-	-	-	3,328,503	
Ending Fund Balance	546,092	128,923	(119,548)	42,673	365	628,099	(6,178)	53,801	30,350	8,550	312,900	471,521	64,449	596,292	30,217	38,911	2,827,416	-	-	-	-	-	-	-	-	2,827,416	

City of Dundee
Statement of Revenues & Expenditures
01-General Fund
From 04/1/2016 Through 04/30/2016
(In Whole Numbers)

UNAUDITED

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	13,803	669,194	592,900	13%	76,294
Franchise Fees	0	125,493	143,600	-13%	(18,107)
Licenses & Permits	3,204	42,907	58,600	-27%	(15,693)
Intergovernmental Revenue	5,228	134,715	157,600	-15%	(22,885)
Charges for Services	18,918	192,448	210,500	-9%	(18,052)
Fines & Forfeitures	6,219	52,410	52,000	1%	410
Miscellaneous Revenues	890	8,781	5,300	66%	3,481
Total REVENUES	48,261	1,225,949	1,220,500	0%	5,449
EXPENDITURES					
General Govt	27,120	273,284	330,700	17%	57,416
Court	2,385	16,310	20,700	21%	4,390
Community Development	9,153	70,703	122,200	42%	51,497
Police Services	85,396	401,078	473,300	15%	72,222
Fire Services	24,553	303,470	372,700	19%	69,230
Total EXPENDITURES	148,606	1,064,844	1,319,600	19%	254,756
Excess (deficiency) of Revenue Over Expenditures	(100,346)	161,104	(99,100)	-263%	260,204
OTHER FINANCING SOURCES (USES)					
Transfers In	6,547	76,587	88,300	-13%	(11,713)
Transfers Out	0	(97,000)	(97,000)	0%	0
Other Uses	0	0	0	0%	0
Total OTHER FINANCING SOURCES (USES)	6,547	(20,413)	(8,700)	135%	(11,713)
NET CHANGE IN FUND BALANCE	(93,799)	140,692	(107,800)	-231%	248,492
BEGINNING FUND BALANCE	639,890	405,400	410,200	-1%	(4,800)
ENDING FUND BALANCE	546,092	546,092	302,400	81%	243,692

CITY OF DUNDEE
Statement of Revenues and Expenditures
01 - Admin / Finance
001 - General Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	13,981	128,965	153,800	16 %	24,835
Personnel Benefits	5,852	62,207	76,200	18 %	13,993
Total Personnel Services	19,834	191,172	230,000	17 %	38,828
Materials & Services					
Supplies	111	2,461	4,000	38 %	1,539
Professional Services	3,241	41,343	48,300	14 %	6,957
Contractual Services	110	1,102	0	0 %	(1,102)
Travel & Training	390	6,886	10,000	31 %	3,114
Insurance	465	7,287	7,300	0 %	13
Regulatory Requirements	0	775	1,300	40 %	525
Utilities	477	5,288	6,400	17 %	1,112
Repairs & Maintenance	937	5,806	9,200	37 %	3,394
Other Materials & Services	1,555	10,733	13,000	17 %	2,267
Total Materials & Services	7,286	81,682	99,500	18 %	17,818
Capital Outlay					
	0	430	1,200	64 %	770
Total EXPENDITURES	27,120	273,284	330,700	17 %	57,416

CITY OF DUNDEE
Statement of Revenues and Expenditures
02 - Court
001 - General Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	1,171	7,365	8,500	13 %	1,135
Personnel Benefits	309	4,725	6,100	23 %	1,375
Total Personnel Services	1,481	12,090	14,600	17 %	2,510
Materials & Services					
Supplies	0	90	300	70 %	210
Professional Services	120	120	400	70 %	280
Contractual Services	496	2,944	3,300	11 %	356
Travel & Training	225	450	900	50 %	450
Other Materials & Services	63	616	1,200	49 %	584
Total Materials & Services	904	4,220	6,100	31 %	1,880
Total EXPENDITURES	2,385	16,310	20,700	21 %	4,390

CITY OF DUNDEE
Statement of Revenues and Expenditures
03 - Community Development
001 - General Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	881	8,763	10,700	18 %	1,937
Personnel Benefits	679	6,663	8,200	19 %	1,537
Total Personnel Services	1,560	15,427	18,900	18 %	3,473
Materials & Services					
Supplies	0	689	1,100	37 %	411
Professional Services	3,971	39,192	42,500	8 %	3,308
Contractual Services	1,846	13,357	36,000	63 %	22,643
Travel & Training	0	30	1,100	97 %	1,070
Other Materials & Services	1,776	2,008	22,600	91 %	20,592
Total Materials & Services	7,592	55,276	103,300	46 %	48,024
Total EXPENDITURES	9,153	70,703	122,200	42 %	51,497

CITY OF DUNDEE
Statement of Revenues and Expenditures
04 - Police Dept
001 - General Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Materials & Services					
Contractual Services	85,396	401,078	473,300	15 %	72,222
Total Materials & Services	85,396	401,078	473,300	15 %	72,222
Total EXPENDITURES	85,396	401,078	473,300	15 %	72,222

CITY OF DUNDEE
Statement of Revenues and Expenditures
05 - Fire Dept
001 - General Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	15,651	148,558	166,600	11 %	18,042
Personnel Benefits	5,416	62,023	79,400	22 %	17,377
Total Personnel Services	21,067	210,582	246,000	14 %	35,418
Materials & Services					
Supplies	369	10,969	18,500	41 %	7,531
Professional Services	0	1,525	2,000	24 %	475
Contractual Services	1,603	24,627	28,600	14 %	3,973
Travel & Training	15	2,434	2,200	(11)%	(234)
Insurance	0	16,017	15,600	(3)%	(417)
Regulatory Requirements	0	4,001	9,200	57 %	5,199
Utilities	973	13,605	16,800	19 %	3,195
Repairs & Maintenance	525	12,185	13,600	10 %	1,415
Other Materials & Services	0	51	700	93 %	649
Total Materials & Services	3,485	85,414	107,200	20 %	21,786
Capital Outlay					
	0	7,474	19,500	62 %	12,026
Total EXPENDITURES	24,553	303,470	372,700	19 %	69,230

CITY OF DUNDEE
Statement of Revenues and Expenditures
110 - Street Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	3,417	34,004	38,000	(11)%	(3,996)
Intergovernmental Revenue	15,621	157,050	183,300	(14)%	(26,250)
Miscellaneous Revenues	70	390	100	290 %	290
Total REVENUES	<u>19,107</u>	<u>191,444</u>	<u>221,400</u>	<u>(14)%</u>	<u>(29,956)</u>
EXPENDITURES					
Personnel Services	4,470	50,098	62,400	20 %	12,302
Materials & Services					
Supplies	164	3,019	4,300	30 %	1,281
Professional Services	80	3,322	7,200	54 %	3,878
Travel & Training	159	296	500	41 %	204
Insurance	0	1,448	1,600	9 %	152
Regulatory Requirements	0	86	100	15 %	15
Utilities	1,790	19,173	24,000	20 %	4,827
Repairs & Maintenance	659	9,867	36,100	73 %	26,233
Interfund Services	2,467	24,716	29,600	16 %	4,884
Other Materials & Services	0	1	200	100 %	199
Total Materials & Services	<u>5,318</u>	<u>61,928</u>	<u>103,600</u>	<u>40 %</u>	<u>41,672</u>
Total EXPENDITURES	<u>9,788</u>	<u>112,025</u>	<u>166,000</u>	<u>33 %</u>	<u>53,975</u>
Excess (deficiency) of Revenue over Expenditures	9,319	79,419	55,400	43 %	24,019
OTHER FINANCING SOURCES (USES)					
Transfer Out	0	0	(83,200)	(100)%	83,200
Other Uses	0	0	(5,000)	(100)%	5,000
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>(88,200)</u>	<u>(100)%</u>	<u>88,200</u>
NET CHANGE IN FUND BALANCE	<u>9,319</u>	<u>79,419</u>	<u>(32,800)</u>	<u>(342)%</u>	<u>112,219</u>
BEGINNING FUND BALANCE	119,603	49,504	41,500	19 %	8,004
ENDING FUND BALANCE	<u>128,923</u>	<u>128,923</u>	<u>8,700</u>	<u>1,382 %</u>	<u>120,223</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
111 - Street CIP Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Franchise Fees	0	30,805	44,700	(31)%	(13,895)
Intergovernmental Revenue	0	0	1,265,500	(100)%	(1,265,500)
Miscellaneous Revenues	0	501	200,800	(100)%	(200,299)
Total REVENUES	<u>0</u>	<u>31,305</u>	<u>1,511,000</u>	<u>(98)%</u>	<u>(1,479,695)</u>
EXPENDITURES					
Capital Outlay	228,701	303,495	1,869,700	84 %	1,566,205
Debt Service	0	8,464	10,000	15 %	1,536
Total EXPENDITURES	<u>228,701</u>	<u>311,959</u>	<u>1,879,700</u>	<u>83 %</u>	<u>1,567,741</u>
Excess (deficiency) of Revenue over Expenditures	<u>(228,701)</u>	<u>(280,654)</u>	<u>(368,700)</u>	<u>(24)%</u>	<u>88,046</u>
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	0	76,000	(100)%	(76,000)
Transfers In	0	0	70,000	(100)%	(70,000)
Other					
Interfund Loan	0	0	200,000	(100)%	(200,000)
Total Other	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>(100)%</u>	<u>(200,000)</u>
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>346,000</u>	<u>(100)%</u>	<u>(346,000)</u>
NET CHANGE IN FUND BALANCE	<u>(228,701)</u>	<u>(280,654)</u>	<u>(22,700)</u>	<u>1,136 %</u>	<u>(257,954)</u>
BEGINNING FUND BALANCE	109,153	161,106	177,700	(9)%	(16,594)
ENDING FUND BALANCE	<u>(119,548)</u>	<u>(119,548)</u>	<u>155,000</u>	<u>(177)%</u>	<u>(274,548)</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
112 - Street Reserve Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues	25	215	200	7 %	15
Total REVENUES	25	215	200	7 %	15
EXPENDITURES					
Capital Outlay	0	0	42,600	100 %	42,600
Total EXPENDITURES	0	0	42,600	100 %	42,600
Excess (deficiency) of Revenue over Expenditures	25	215	(42,400)	(101)%	42,615
NET CHANGE IN FUND BALANCE	25	215	(42,400)	(101)%	42,615
BEGINNING FUND BALANCE	42,648	42,458	42,400	0 %	58
ENDING FUND BALANCE	42,673	42,673	0	0 %	42,673

CITY OF DUNDEE
Statement of Revenues and Expenditures
122 - State Revenue Sharing Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	19,217	26,000	(26)%	(6,783)
Miscellaneous Revenues	0	39	100	(61)%	(61)
Total REVENUES	0	19,256	26,100	(26)%	(6,844)
EXPENDITURES					
Materials & Services					
Professional Services	0	15,591	19,200	19 %	3,609
Contractual Services	0	5,678	7,600	25 %	1,922
Other Materials & Services	0	0	1,500	100 %	1,500
Total Materials & Services	0	21,270	28,300	25 %	7,030
Total EXPENDITURES	0	21,270	28,300	25 %	7,030
Excess (deficiency) of Revenue over Expenditures	0	(2,014)	(2,200)	(8)%	186
OTHER FINANCING SOURCES (USES)					
Transfer Out	0	(10,000)	(10,000)	0 %	0
Total OTHER FINANCING SOURCES (USES)	0	(10,000)	(10,000)	0 %	0
NET CHANGE IN FUND BALANCE	0	(12,014)	(12,200)	(2)%	186
BEGINNING FUND BALANCE	364	12,378	12,200	1 %	178
ENDING FUND BALANCE	365	365	0	0 %	365

CITY OF DUNDEE
Statement of Revenues and Expenditures
127 - Equipment Reserve Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues	354	3,190	3,500	(9)%	(311)
Total REVENUES	354	3,190	3,500	(9)%	(311)
EXPENDITURES					
Capital Outlay	106	54,210	755,600	93 %	701,390
Debt Service	0	58,627	58,700	0 %	73
Total EXPENDITURES	106	112,838	814,300	86 %	701,462
Excess (deficiency) of Revenue over Expenditures	248	(109,648)	(810,800)	(86)%	701,152
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	133,100	(100)%	(133,100)
Total OTHER FINANCING SOURCES (USES)	0	0	133,100	(100)%	(133,100)
NET CHANGE IN FUND BALANCE	248	(109,648)	(677,700)	(84)%	568,052
BEGINNING FUND BALANCE	627,851	737,747	677,700	9 %	60,047
ENDING FUND BALANCE	628,099	628,099	0	0 %	628,099

CITY OF DUNDEE

Statement of Revenues and Expenditures

131 - Parks Fund

From 4/1/2016 Through 4/30/2016

(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	0	31,500	(100)%	(31,500)
Miscellaneous Revenues	0	17	4,100	(100)%	(4,083)
Total REVENUES	0	17	35,600	(100)%	(35,583)
EXPENDITURES					
Materials & Services					
Professional Services	0	0	2,500	100 %	2,500
Repairs & Maintenance	0	20	1,000	98 %	980
Total Materials & Services	0	20	3,500	99 %	3,480
Capital Outlay	0	32,019	54,500	41 %	22,481
Total EXPENDITURES	0	32,039	58,000	45 %	25,961
Excess (deficiency) of Revenue over Expenditures	0	(32,022)	(22,400)	43 %	(9,622)
OTHER FINANCING SOURCES (USES)					
Transfers In	0	10,000	10,000	0 %	0
Total OTHER FINANCING SOURCES (USES)	0	10,000	10,000	0 %	0
NET CHANGE IN FUND BALANCE	0	(22,022)	(12,400)	78 %	(9,622)
BEGINNING FUND BALANCE	(6,178)	15,843	13,200	20 %	2,643
ENDING FUND BALANCE	(6,178)	(6,178)	800	(872)%	(6,978)

CITY OF DUNDEE
Statement of Revenues and Expenditures
151 - Tourism Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	37	35,975	32,900	9 %	3,075
Intergovernmental Revenue	0	0	10,000	(100)%	(10,000)
Miscellaneous Revenues	25	119	100	19 %	19
Total REVENUES	<u>62</u>	<u>36,094</u>	<u>43,000</u>	<u>(16)%</u>	<u>(6,906)</u>
EXPENDITURES					
Materials & Services					
Contractual Services	409	4,538	40,500	89 %	35,963
Total Materials & Services	<u>409</u>	<u>4,538</u>	<u>40,500</u>	<u>89 %</u>	<u>35,963</u>
Total EXPENDITURES	<u>409</u>	<u>4,538</u>	<u>40,500</u>	<u>89 %</u>	<u>35,963</u>
Excess (deficiency) of Revenue over Expenditures	(347)	31,556	2,500	1,162 %	29,056
NET CHANGE IN FUND BALANCE	<u>(347)</u>	<u>31,556</u>	<u>2,500</u>	<u>1,162 %</u>	<u>29,056</u>
BEGINNING FUND BALANCE	54,148	22,245	16,600	34 %	5,645
ENDING FUND BALANCE	<u>53,801</u>	<u>53,801</u>	<u>19,100</u>	<u>182 %</u>	<u>34,701</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
201 - Fire Station Construction
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues	13	159	0	0 %	159
Total REVENUES	13	159	0	0 %	159
EXPENDITURES					
Materials & Services					
Professional Services	3,479	92,461	97,000	5 %	4,539
Total Materials & Services	3,479	92,461	97,000	5 %	4,539
Capital Outlay					
	11,743	12,755	17,300	26 %	4,545
Total EXPENDITURES	15,222	105,215	114,300	8 %	9,085
Excess (deficiency) of Revenue over Expenditures	(15,209)	(105,056)	(114,300)	(8)%	9,244
OTHER FINANCING SOURCES (USES)					
Transfers In					
	0	97,000	97,000	0 %	0
Total OTHER FINANCING SOURCES (USES)	0	97,000	97,000	0 %	0
NET CHANGE IN FUND BALANCE	(15,209)	(8,056)	(17,300)	(53)%	9,244
BEGINNING FUND BALANCE	45,559	38,406	17,300	122 %	21,106
ENDING FUND BALANCE	30,350	30,350	0	0 %	30,350

CITY OF DUNDEE
Statement of Revenues and Expenditures
310 - Bonded Debt
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	706	127,809	130,500	(2)%	(2,691)
Miscellaneous Revenues	<u>2</u>	<u>371</u>	<u>300</u>	<u>24 %</u>	<u>71</u>
Total REVENUES	<u>708</u>	<u>128,181</u>	<u>130,800</u>	<u>(2)%</u>	<u>(2,619)</u>
EXPENDITURES					
Debt Service	<u>0</u>	<u>150,143</u>	<u>150,200</u>	<u>0 %</u>	<u>57</u>
Total EXPENDITURES	<u>0</u>	<u>150,143</u>	<u>150,200</u>	<u>0 %</u>	<u>57</u>
Excess (deficiency) of Revenue over Expenditures	<u>708</u>	<u>(21,962)</u>	<u>(19,400)</u>	<u>13 %</u>	<u>(2,562)</u>
NET CHANGE IN FUND BALANCE	<u>708</u>	<u>(21,962)</u>	<u>(19,400)</u>	<u>13 %</u>	<u>(2,562)</u>
BEGINNING FUND BALANCE	7,842	30,512	30,400	0 %	112
ENDING FUND BALANCE	<u>8,550</u>	<u>8,550</u>	<u>11,000</u>	<u>(22)%</u>	<u>(2,450)</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
431 - Water Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services					
	36,427	552,171	595,400	(7)%	(43,229)
Miscellaneous Revenues					
	174	1,398	800	75 %	598
Total REVENUES	<u>36,601</u>	<u>553,570</u>	<u>596,200</u>	<u>(7)%</u>	<u>(42,630)</u>
EXPENDITURES					
Personnel Services					
	13,122	134,336	163,900	18 %	29,564
Materials & Services					
Supplies	328	9,537	12,600	24 %	3,063
Professional Services	1,699	9,334	10,000	7 %	666
Contractual Services	101	6,942	10,000	31 %	3,058
Travel & Training	501	1,756	1,800	2 %	44
Insurance	0	4,289	4,600	7 %	311
Regulatory Requirements	32	9,732	4,200	(132)%	(5,532)
Utilities	2,551	34,740	42,800	19 %	8,060
Repairs & Maintenance	5,476	36,942	39,800	7 %	2,859
Interfund Services	6,467	64,375	77,600	17 %	13,225
Other Materials & Services	636	5,189	5,900	12 %	711
Total Materials & Services	<u>17,791</u>	<u>182,835</u>	<u>209,300</u>	<u>13 %</u>	<u>26,465</u>
Capital Outlay					
	2,397	9,402	19,400	52 %	9,998
Total EXPENDITURES	<u>33,310</u>	<u>326,573</u>	<u>392,600</u>	<u>17 %</u>	<u>66,027</u>
Excess (deficiency) of Revenue over Expenditures	3,291	226,997	203,600	11 %	23,397
OTHER FINANCING SOURCES (USES)					
Transfer Out					
	(1,737)	(25,863)	(247,800)	(90)%	221,937
Other Uses					
	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	<u>(1,737)</u>	<u>(25,863)</u>	<u>(267,800)</u>	<u>(90)%</u>	<u>241,937</u>
NET CHANGE IN FUND BALANCE	<u>1,555</u>	<u>201,134</u>	<u>(64,200)</u>	<u>(413)%</u>	<u>265,334</u>
BEGINNING FUND BALANCE	311,345	111,766	79,100	41 %	32,666
ENDING FUND BALANCE	<u>312,900</u>	<u>312,900</u>	<u>14,900</u>	<u>2,000 %</u>	<u>298,000</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
432 - Water CIP Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	0	12,209	25,200	(52)%	(12,991)
Miscellaneous Revenues	265	3,306	4,000	(17)%	(694)
Total REVENUES	<u>265</u>	<u>15,515</u>	<u>29,200</u>	<u>(47)%</u>	<u>(13,685)</u>
EXPENDITURES					
Capital Outlay	88,438	486,192	923,000	47 %	436,808
Debt Service	0	61,545	62,500	2 %	955
Total EXPENDITURES	<u>88,438</u>	<u>547,737</u>	<u>985,500</u>	<u>44 %</u>	<u>437,763</u>
Excess (deficiency) of Revenue over Expenditures	(88,173)	(532,223)	(956,300)	(44)%	424,077
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	176,000	(100)%	(176,000)
Other					
Interfund Loan	0	0	(290,000)	(100)%	290,000
Total Other	<u>0</u>	<u>0</u>	<u>(290,000)</u>	<u>(100)%</u>	<u>290,000</u>
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>(114,000)</u>	<u>(100)%</u>	<u>114,000</u>
NET CHANGE IN FUND BALANCE	<u>(88,173)</u>	<u>(532,223)</u>	<u>(1,070,300)</u>	<u>(50)%</u>	<u>538,077</u>
BEGINNING FUND BALANCE	559,695	1,003,744	1,106,000	(9)%	(102,256)
ENDING FUND BALANCE	<u>471,521</u>	<u>471,521</u>	<u>35,700</u>	<u>1,221 %</u>	<u>435,821</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
441 - Sewer Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	96,206	1,014,679	1,187,000	(15)%	(172,321)
Miscellaneous Revenues	6	193	100	93 %	93
Total REVENUES	<u>96,211</u>	<u>1,014,872</u>	<u>1,187,100</u>	<u>(15)%</u>	<u>(172,228)</u>
EXPENDITURES					
Personnel Services	12,748	127,841	156,400	18 %	28,559
Materials & Services					
Supplies	996	23,899	24,300	2 %	401
Professional Services	14,640	34,922	8,500	(311)%	(26,422)
Contractual Services	90	583	700	17 %	117
Travel & Training	210	1,613	1,800	10 %	187
Insurance	0	15,720	16,000	2 %	280
Regulatory Requirements	32	4,891	7,200	32 %	2,309
Utilities	6,027	62,849	82,100	23 %	19,251
Repairs & Maintenance	3,602	113,934	20,800	(448)%	(93,134)
Interfund Services	6,175	61,500	74,100	17 %	12,600
Other Materials & Services	636	4,931	5,700	13 %	769
Total Materials & Services	<u>32,409</u>	<u>324,841</u>	<u>241,200</u>	<u>(35)%</u>	<u>(83,641)</u>
Capital Outlay	0	2,174	2,400	9 %	227
Total EXPENDITURES	<u>45,156</u>	<u>454,856</u>	<u>400,000</u>	<u>(14)%</u>	<u>(54,856)</u>
Excess (deficiency) of Revenue over Expenditures	51,055	560,016	787,100	(29)%	(227,084)
OTHER FINANCING SOURCES (USES)					
Transfer Out	(4,810)	(513,225)	(762,400)	(33)%	249,175
Other Uses	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	<u>(4,810)</u>	<u>(513,225)</u>	<u>(782,400)</u>	<u>(34)%</u>	<u>269,175</u>
NET CHANGE IN FUND BALANCE	<u>46,245</u>	<u>46,791</u>	<u>4,700</u>	<u>896 %</u>	<u>42,091</u>
BEGINNING FUND BALANCE	18,204	17,658	10,700	65 %	6,958
ENDING FUND BALANCE	<u>64,449</u>	<u>64,449</u>	<u>15,400</u>	<u>318 %</u>	<u>49,049</u>

CITY OF DUNDEE

Statement of Revenues and Expenditures

442 - Sewer CIP Fund

From 4/1/2016 Through 4/30/2016

(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	0	8,161	26,500	(69)%	(18,339)
Miscellaneous Revenues	330	2,784	3,000	(7)%	(216)
Total REVENUES	330	10,945	29,500	(63)%	(18,555)
EXPENDITURES					
Capital Outlay	49,729	123,588	600,000	79 %	476,412
Debt Service	0	364,691	684,900	47 %	320,209
Total EXPENDITURES	49,729	488,279	1,284,900	63 %	796,621
Excess (deficiency) of Revenue over Expenditures	(49,398)	(477,334)	(1,255,400)	(62)%	778,066
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	0	600,000	(100)%	(600,000)
Transfers In	0	462,500	690,000	(33)%	(227,500)
Total OTHER FINANCING SOURCES (USES)	0	462,500	1,290,000	(64)%	(827,500)
NET CHANGE IN FUND BALANCE	(49,398)	(14,834)	34,600	(143)%	(49,434)
BEGINNING FUND BALANCE	645,690	611,126	586,900	4 %	24,226
ENDING FUND BALANCE	596,292	596,292	621,500	(4)%	(25,208)

CITY OF DUNDEE
Statement of Revenues and Expenditures
451 - Storm Water Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services					
	8,024	77,830	93,800	(17)%	(15,970)
Miscellaneous Revenues					
	5	85	100	(15)%	(15)
Total REVENUES	<u>8,029</u>	<u>77,914</u>	<u>93,900</u>	<u>(17)%</u>	<u>(15,986)</u>
EXPENDITURES					
Personnel Services					
	2,794	29,614	35,600	17 %	5,986
Materials & Services					
Supplies	82	1,949	2,200	11 %	251
Professional Services	255	4,445	5,900	25 %	1,455
Travel & Training	59	111	400	72 %	289
Insurance	0	126	200	37 %	74
Regulatory Requirements	0	36	100	64 %	64
Utilities	18	474	600	21 %	126
Repairs & Maintenance	206	1,620	2,400	33 %	780
Interfund Services	1,408	14,375	16,900	15 %	2,525
Other Materials & Services	0	47	400	88 %	353
Total Materials & Services	2,028	23,183	29,100	20 %	5,917
Capital Outlay					
	0	452	500	10 %	48
Total EXPENDITURES	<u>4,822</u>	<u>53,249</u>	<u>65,200</u>	<u>18 %</u>	<u>11,951</u>
Excess (deficiency) of Revenue over Expenditures	3,207	24,665	28,700	(14)%	(4,035)
OTHER FINANCING SOURCES (USES)					
Transfer Out					
	0	0	(27,000)	(100)%	27,000
Other Uses					
	0	0	(5,000)	(100)%	5,000
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>(32,000)</u>	<u>(100)%</u>	<u>32,000</u>
NET CHANGE IN FUND BALANCE	<u>3,207</u>	<u>24,665</u>	<u>(3,300)</u>	<u>(847)%</u>	<u>27,965</u>
BEGINNING FUND BALANCE	27,010	5,552	3,900	42 %	1,652
ENDING FUND BALANCE	<u>30,217</u>	<u>30,217</u>	<u>600</u>	<u>4,936 %</u>	<u>29,617</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
452 - Storm Water CIP Fund
From 4/1/2016 Through 4/30/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	0	9,532	12,000	(21)%	(2,468)
Miscellaneous Revenues	19	193	200	(3)%	(7)
Total REVENUES	<u>19</u>	<u>9,725</u>	<u>12,200</u>	<u>(20)%</u>	<u>(2,475)</u>
EXPENDITURES					
Capital Outlay	20,684	33,871	512,500	93 %	478,629
Total EXPENDITURES	<u>20,684</u>	<u>33,871</u>	<u>512,500</u>	<u>93 %</u>	<u>478,629</u>
Excess (deficiency) of Revenue over Expenditures	(20,665)	(24,146)	(500,300)	(95)%	476,154
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	0	350,000	(100)%	(350,000)
Transfers In	0	0	15,000	(100)%	(15,000)
Other	0	0	90,000	(100)%	(90,000)
Interfund Loan	0	0	90,000	(100)%	(90,000)
Total Other	<u>0</u>	<u>0</u>	<u>90,000</u>	<u>(100)%</u>	<u>(90,000)</u>
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>455,000</u>	<u>(100)%</u>	<u>(455,000)</u>
NET CHANGE IN FUND BALANCE	<u>(20,665)</u>	<u>(24,146)</u>	<u>(45,300)</u>	<u>(47)%</u>	<u>21,154</u>
BEGINNING FUND BALANCE	59,577	63,058	46,100	37 %	16,958
ENDING FUND BALANCE	<u>38,911</u>	<u>38,911</u>	<u>800</u>	<u>4,764 %</u>	<u>38,111</u>

2 June 2016

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To: Rob Daykin, City Administrator, City of Dundee

From: Michael Humm, P.E. - Kennedy/Jenks Consultants
Mark Cullington - Kennedy/Jenks Consultants

Subject: City of Dundee Biosolids Alternatives Evaluation
K/J 1291017*14

Authorization and Purpose

City of Dundee (City) retained Kennedy/Jenks Consultants (Kennedy/Jenks) to complete an alternatives analysis technical memorandum (TM) evaluating alternatives and associated costs for beneficial use or disposal of biosolids generated and stored onsite at the City's wastewater treatment plant (WWTP). The City's Facility Plan identified land application for beneficial use as the expected disposal option, however, the City has elected to revisit this disposal concept and investigate other alternatives which may be available. The purpose of this TM is to investigate and summarize two biosolids disposal alternatives, land application and landfill disposal, including the ability to land apply onsite at the City's WWTP.

This TM provides a summary of the existing and projected solids production, requirements of biosolids beneficial use and/or disposal, and the costs associated with both alternatives. The resulting recommendations consider the City's current operating strategies, anticipated biosolids production, and each alternative's economics.

Introduction

Biosolids are the nutrient-rich organic materials resulting from the treatment of domestic sewage at domestic wastewater treatment plants. Through biosolids management, solid residue from the wastewater treatment process is treated to reduce or eliminate pathogens and minimize odors, forming a safe, beneficial product. Biosolids can be applied as a soil amendment to improve and maintain productive soils and stimulate plant growth. They also are used to fertilize gardens and parks and reclaim mining sites.

Biosolids are regulated by both the United States Environmental Protection Agency (EPA) and Oregon Department of Environmental Quality (DEQ) to ensure quality standards are met. EPA's regulations can be found in 40 Code of Federal Regulations (CFR) Part 503 and DEQ's Chapter 340 Division 50 of the Oregon Administrative Rules (OAR). Regulations address pollutant concentrations, pathogen content, odor potential and basic operational practices. Beneficial use of biosolids has long been preferred over historical disposal practices such as incineration or landfilling. Land application practices and marketable biosolids products are encouraged, as an alternative to disposal, by state and federal regulatory authorities.

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Disposal is based on the two classifications of the biosolids; Class A and Class B.

Class A biosolids contain insignificant levels of pathogens. To achieve Class A, biosolids must undergo heating, composting, digestion or lime addition that reduces pathogens to below detectable levels. Biosolids must also meet or exceed federal standards for nine regulated pollutants in accordance with 40 CFR Part 503.13(b)(1) or (3). If the biosolids achieve the low pollutant concentrations specified in 40 CFR Part 503.13(b)(3) and Class A with respect to pathogens they are deemed Class A Exceptional Quality (EQ). Class A EQ biosolids can be land applied without any pathogen-related restrictions at a site or bagged and marketed to the public for application to lawns, gardens and multiple other landscape uses.

Class B biosolids have more stringent standards for treatment and contain small amounts of pathogens. Class B regulatory requirements ensure pathogens in biosolids have been reduced to levels that protect public health and the environment and include certain restrictions for crop harvesting, grazing animals and public contact for all forms of Class B biosolids. As is true of their Class A counterpart, Class B biosolids are treated in a wastewater treatment facility and undergo heating, digestion or increased pH processes before leaving the wastewater treatment plant. Unlike Class A, Class B biosolids cannot be bagged or marketed to the public for application to gardens, landscapes or other public uses. Rather, Class B biosolids are typically land applied to agricultural sites under permits and with restricted public access. When managed in this way, biosolids land application provides beneficial reuse or recycling of nutrients and organic matter.

Dundee's Biosolids Process

The City owns and operates the City's WWTP located near Fulquartz Landing Road in the south east part of the City. The plant was constructed in late 2012 and provides biological treatment of the City's wastewater. The plant is operated by City staff under the National Pollution Discharge Elimination System (NPDES) Permit #101722, allowing the City to discharge treated final effluent into Lagoon 4 prior to discharge to the Willamette River. The plant manages biological solids generated in the process basin by periodically (once per day) wasting solids into one of two identical, high density polyethylene (HDPE) lined facultative storage lagoons (FSL).

Quiescent conditions with the FSLs promote the sedimentation of the suspended solids. A decant structure with weir gate is used to decant the supernatant off the top, recycling the flow back to the headworks. As solids accumulate on the lagoon bottom and supernatant is recycled back to the main treatment stream, a solids content of 4% to 6% can develop.

Settled solids are stabilized through aerobic, facultative, and anaerobic zones within the FSLs. Facultative bacteria present within the partly aerobic and partly anaerobic intermediate zone decompose wastes as they settle to the lagoon floor. Additional destruction of volatile

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suspended solids (VSS) occurs in the anaerobic sludge layer which develops on the basin floor. This process, as designed and operated is intended to produce Class B biosolids.

Since the plant was brought online in late 2012, all waste solids have been discharged to the south FSL. Once storage within the south FSL is exhausted, the north FSL will begin receiving wasted solids while the south sits idle prior to biosolids disposal. Typically, a lagoon of this design will meet Class B biosolids criteria after an idle period of approximately 6 months. The process of alternating between the two lagoons continues such that one lagoon is always online and receiving waste solids.

Sludge Sampling

In order to understand the existing solids inventory, sludge sampling and testing was completed on August 18, 2015. This included both analytical testing of the biosolids as well as depth measurements at five locations through the south FSL. The analytical testing provides a snapshot of biosolids quality while the depth measurements inform of the total solids stored in the lagoon. A summary of the existing solids depth measurements and sampling locations are provided below in Table 1 and Figure 1. A summary of the analytical testing results is also provided as an attachment to this TM. At the time of sampling, the water surface was measured at 4.5 feet deep.

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Figure 1: South FSL Sludge Sample Locations

Table 1: South FSL Sludge Depth Measurements

Sampling Site	Sludge Depth (ft)
A	3.2
B	3.5
C	3.0
D	2.5
E	2.5
Average Depth	2.9

As shown in the above depth measurements, the average sludge depth was approximately 3 feet. In review of the analytical testing results, the biosolids exceed the expected quality; the

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fecal coliform and 40 day bench test results meet Class B biosolids criteria without an idle period. During sampling the lagoon continued to receive waste solids. While this is favorable, some results appeared questionable; the homogeneity of the sampled parameters was unexpected as typically sampled data expresses greater variability in these parameters and the fecal coliform values were well below the expected range. While this is not indicative of problematic samples, additional sludge samples for fecal coliform and nitrogen are recommended prior to disposal to provide confirmation of the data.

Historical Data Review

In addition to depth measurements, the historical solids wasting rates recorded by the plant's SCADA system were reviewed. This allowed a summary of the seasonal wasting strategy at the plant to be developed. Typical plant operations target a mixed liquor concentration in the process basin of 10,000 mg/L and total solids online in the basin of approximately 35,000 pounds. These two set points are managed through the quantity of sludge wasted to the south FSL each day. The historical wasting rates are summarized in graphical format below in Figure 2.

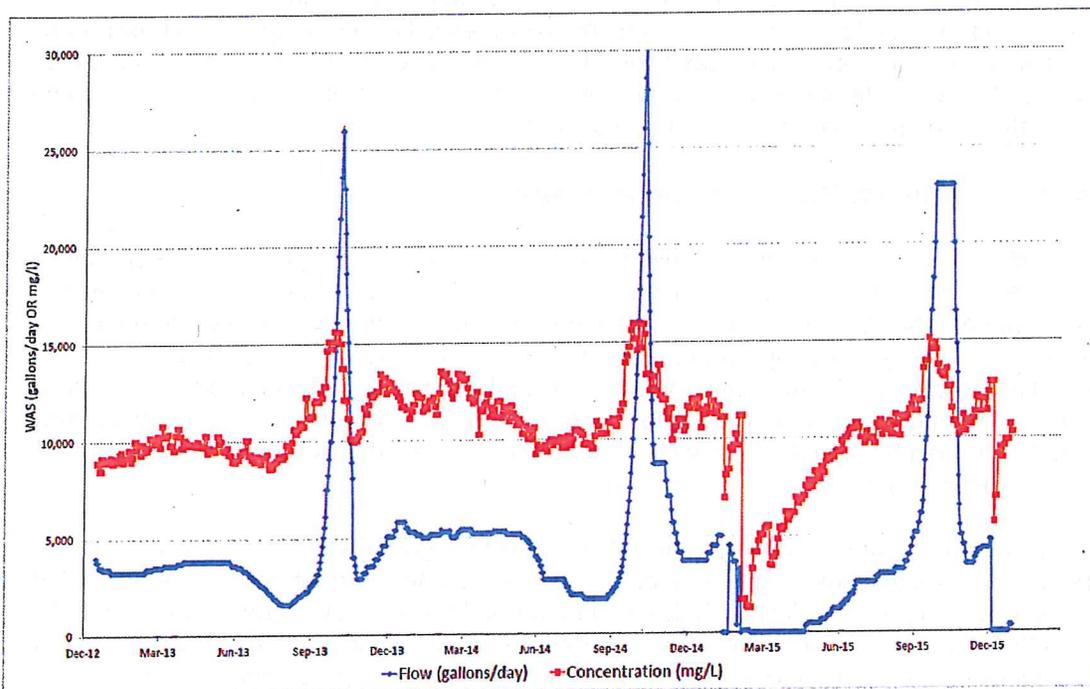


Figure 2: Historical WAS rate vs Process Basin Concentration

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As shown in Figure 2, the seasonal variation of sludge wasting is significant in the latter months of the year. This coincides with high influent loading generated during the local winery industry's crush period. In response to the high influent loading, the biological solids yield rate (growth) increases, raising the mixed liquor concentration. In order to maintain the targeted mixed liquor concentration and total solids online, solids wasting to the south FSL must also be increased. Figure 2 shows that historically over this crush period, the plant is wasting upwards of 4-5 times the average wasting rate.

One area to note, on two occasions (February 2015 and December 2015), the plant experienced high flows that changed the wasting strategy at the plant to maintain or preserve solids inventory. These periods are evident in Figure 2 where process basin concentrations dip dramatically and subsequently, daily wasting rates are curtailed. In the following data comparison, the solids production rate for 2015 is less than previous years, a result of these two events.

With elevated loadings related to the winery crush period, one concern is that over time, these crush period loadings may be consuming FSL volume that was otherwise allocated to residential growth. Additional review and investigation is under way to better identify and allocate wasting rates related specifically to this period of time. This will help inform how future solid production rates are forecasted. Lastly, the non-winery based solids projections are based on an expected growth rate, therefore, actual growth rates should continue to be monitored and if necessary the dredging frequencies adjusted accordingly.

Other FSL Operational Strategy Considerations

Only the South FSL has received waste solids since the inception of the plant. This has allowed the City to use the North FSL as an equalization storage tank during high influent flow events. This short term operational strategy has allowed the city to utilize an existing asset to help manage the collection system's significant response to rainfall events. As peak flows are experienced at the plant and equalization volume within the process basin is used, excess flows can be pumped from the influent pump station to the north FSL. Following the storm event, the N. FSL can be drained back to the headworks allowing equalization flows to be processed through the treatment system.

In addition to this management strategy, the City is actively engaged in identifying and correcting the sources of inflow and infiltration. Repairs completed throughout the spring of 2016 have included sealing problematic manholes and repair of defective sewer mains are targeted for repair in the summer of 2016. While these improvements are anticipated to reduce infiltration locations, maintaining the ability to use the North FSL for high flow equalization is desired.

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Disposal Triggers and Application Design Criteria

The following section describes the existing FSL capacity and the biosolids removal trigger points as well as the application design criteria associated with biosolids disposal.

Disposal Triggers

A cross section of the lagoon showing operating elevations is provided below in Figure 3 along with corresponding available capacities. Both north and south FSLs were constructed with a bottom elevation of 168 ft and a design water surface elevation (WSE) of 175 ft. The design allows for a 12-inch water cap to mitigate odors. This results in a maximum top of sludge elevation of 174.0, or six feet in total sludge depth. Recall that the sludge depths measured in August of 2015 were approximately 3 feet in depth. In August, the lagoon was approximately half full. Considering the geometry of the existing lagoons, Table 2 presents the lagoon capacity.

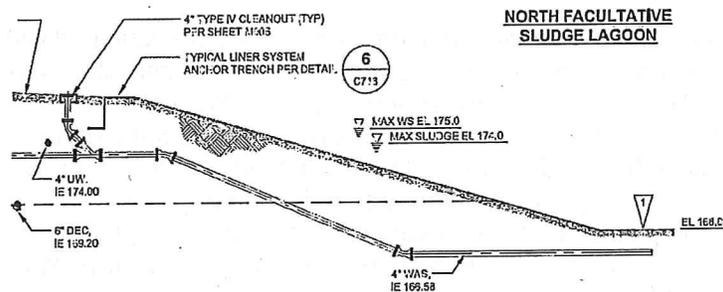


Figure 3: FSL Cross Section

Table 2: Facultative Sludge Lagoon Capacity

Number of FSLs (each)	2
Max Accumulated Solids Depth (ft)	6.0
Minimum Water Cap Depth (ft)	1.0
Maximum Accumulated Solids (MG)	1.83
Total Lagoon Storage (solids plus water cap) (MG)	2.17

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Lagoon capacity data provided in Table 2 indicates each of the FSLs having a total solids storage capacity of 1.83 MG. At this volume, the water cap of 12-inches results in the maximum WSE elevation and therefore is the trigger point for FSL maximum capacity. At this depth, the full FSL should be removed from service and the opposite FSL should be brought online.

Operationally, the plant staff has noted that as solids accumulate, the volume available for rainfall is reduced. Currently, the operational strategy during a rain event is to close the discharge weir to minimize the surface overflow rates being sent to the influent pump station. Following a rainfall event, the plant staff can use the discharge weir to slowly return the flows back to the influent pump station. This should be a consideration when determining the frequency of biosolids removal. As such, cost data for the alternatives presented is noted in a \$/gallon unit so potential costs for partial sludge removal can be estimated.

Biosolids Removal Methods

Two general methods of biosolids removal are available for lagoon type systems, dredging or agitation/stirring. Either option is a viable solution, regardless of the disposal alternative.

Lagoon dredging operations consist of a floating dredge machine equipped with a pickup/suction pipe and an onboard pump or vacuum used to mechanically remove biosolids from the lagoon floor. The process entails launching the dredge machine into the lagoon and making systematic passes or loops across the lagoon. As the machine moves, it uses the suction system to remove the solids from the lagoon floor without damaging the HDPE liner. A floating pipe is usually used to pump from the dredge into a haul truck. The process continues until the dredge has completed sludge removal across the site. Dredging is labor intensive and involves operation of the equipment, managing the suction and discharge piping, and coordinating with the haul trucks.

An alternative to lagoon dredging is an agitation or stirring method. It is typically used when the biosolids are to be beneficially used for land application and do not require dewatering. This method tends to be less laborious and usually eliminates the need to launch a vessel into the lagoon. The stirring method entails draining off the water cap to maximize the lagoon solids concentration. Following draining the water cap, the entire contents of the lagoon are stirred or agitated to create consistent liquid slurry. The entire contents are then removed by a pumping system which draws from the bottom of the lagoon. Similar to the dredge method, the contents would be pumped into waiting haul trucks. Since the entire contents of the lagoon are removed, minimizing the water volume is critical in making this a cost effective removal method.

Landfill Requirements

Generally, landfill requirements are less stringent and do not require the BMP required for land application. Prior to disposal at a landfill, the material must pass a paint filter test, which requires

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the material to contain no free liquids. This usually requires the material to have a minimum percent solids of 18%. With in-situ solids of only 5% solids, a sludge dewatering step will be required to meet landfill requirements.

Lastly, more and more landfills are beginning to turn away municipal biosolids disposal or charging more for the practice. Thus, this option has lost favor in recent years and the industry is starting to see landfill disposal as a less secure disposal option. While Coffin Butte in Corvallis is available to receive biosolids at this time, the long term security at this site is unknown.

Beneficial Use Requirements

Beneficial use is the term used to describe the land application of biosolids on DEQ authorized sites and is regulated within the City's NPDES permit and biosolids management plan (BMP). The BMP specifies biosolids application activities and must be submitted and approved by DEQ prior to land applying. Details within the BMP include DEQ site authorization, site monitoring/recording, and agronomic biosolids application rates.

Agronomic Application Rate Methodology

Biosolids agronomic application rates were developed based on the OSU Extension Service Fertilizer Guides for the specific crops receiving biosolids. The City's agronomic rate calculation method was based on, "Cogger, C.G. and D.M. Sullivan. 1999 (revised 2006). *Worksheet for Calculating Biosolids Application Rates in Agriculture*, PNW 511 (WSU, OSU, and Univ. of Idaho extension agencies, and USDA). Specific site agronomic loading rates will be stated in the DEQ issued site authorization letters.

Based on these two methods, the application rate of biosolids is approximately 2.14 dry tons (DT) per acre.

Biosolids Land Application Design Criteria

In determining the viability of the each alternative, the following design criteria must be achieved:

- Biosolids within facultative sludge lagoons meet Class B regulations as defined by OAR 340 Division 50.
- Sludge removal is assumed to be required at a maximum sludge elevation of 174.00 ft, corresponding to 1.83 million gallons at 5% or 353 dry tons (6 ft sludge depth).
- Land application rates are at or below agronomic loading limits for nitrogen, estimated to be 2.14 dry tons (10,270 gallons) per acre.

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- Dewatered solids are required for landfill disposal and would subsequently pass a paint filter test.

Introduction to the Alternatives

This section outlines the beneficial use and disposal alternatives, the benefits and drawbacks of each and the estimated annual and life cycle costs. The two primary alternatives identified are as follows:

1. Beneficial Use: Liquid land application of biosolids at both a local farm site or application onsite at the City's WWTP.
2. Landfill Disposal: Disposal of mechanically dewatered biosolids at a landfill.

Alternative 1: Beneficial Use

Alternative 1 is biosolids removal and disposal via land application. This disposal alternative is Oregon DEQ's preferred method as it provides beneficial use of the biosolids. The land application process requires completion of the Biosolids Management Plan and a DEQ Site Authorization. This disposal alternative can be used for both liquid and dewatered biosolids; however hauling distance is typically the single largest economic factor in determining whether liquid or dewatered biosolids will be used. Liquid biosolids is less expensive to produce but more costly to haul over longer distances. As a rule of thumb, once the haul distance exceeds 20 miles, it becomes more cost efficient to haul dewatered biosolids than liquid biosolids.

Biosolids agronomic application rates have been developed using the results of the analytical sampling data from August of 2015. The biosolids samples were found to be high in nitrogen and therefore are only able to be applied at a rate of 2.14 DT/acre (10,270 gallons per acre). This expected application rate is on the low end of typical (typically greater than 3 DT/acre), which results in significant application area required for land application. Additional sampling is recommended to help confirm the nitrogen values and subsequent application loading rates.

Disposal Locations

Two disposal locations have been identified for this TM; local farm and onsite at the City's WWTP.

Alternative 1A: Local Farm Location

A farm approximately 15 miles from the WWTP, containing over 300 acres has been identified by a hauling/land application vendor as a potential DEQ authorized application site. The

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approximate land needed to manage all 353 dry tons is 165.2 acres. Biosolids can be applied to this site from June through September. Other locations have been identified that would accept biosolids product outside the summer timeframe, but the hauling costs prohibit these sites from being viable application sites.

Land application on this targeted site would consist of the City contracting with a dredging/hauling vendor to remove the biosolids, haul to the approved site, and apply onsite. If negotiated, the contractor's scope of work can also include the soil monitoring necessary to meet the DEQ reporting requirements.

Alternative 1B: Onsite at City Owned WWTP Property

The City's WWTP contains unused land which could be made available for onsite land application of biosolids. Decommissioned Lagoons 1 and 2 provide approximately 9 acres which can be used for onsite application. Depending on DEQ site authorization approval, the land can accept liquid Class B biosolids. Liquid biosolids can be pumped from the lagoon and applied to the area. Benefits of a City-owned land application program include control over the land application process and offsetting hauling costs due to the proximity of the land area to the treatment plant. Disadvantages are that multiple services are required for successful operation of a City managed land application program including: management, additional permitting, application equipment, Geographic Information System (GIS)/mapping, and soil sampling. The available land area that can receive biosolids is small and would require careful attention to application boundaries and ongoing tracking of the agronomic rate. Soil samples would need to be taken pre or post-harvest to monitor the soil nitrogen levels. The City would be required to purchase and maintain, or lease land application equipment such as a manure spreader and front-end loader, unless land application services are contracted out. Additionally, a crop would need to be maintained and would need to be harvested and removed from the site each year.

While the elimination of hauling is attractive, the management aspect of this alternative should be carefully considered. Additionally, the relatively small size of the parcel can only accept approximately 82,160 gallons (17.1 DT) annually at the determined agronomic rate. This assumes 8 acres of application area with one area unable to receive land application due to setback requirements. This equates to approximately 19% of the annual solids produced. While this alternative is not a viable long term solution, an annual application on the site has been carried through the life cycle cost evaluation to provide a comparison between the other alternatives.

Figure 4 below presents the accumulation of solids over time and shows a maximum solids storage of approximately 1.83 MG as presented above in Table 2. The Figure shows that once a lagoon is full, all lagoon solids are removed and the lagoon can be returned to service. This is represented by the vertical line that returns the accumulated solids back to zero. For clarity, this Figure presents total solids produced, operationally, once one lagoon reaches capacity, the

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redundant lagoon would be brought online. As noted above, additional work is being completed to better define peak discharges and any impacts to removal frequency. The frequency shown here has been carried through the alternatives for the purposes of the lifecycle costs analysis, but is subject to revision.

While the blue line shows the accumulation and removal assuming full removal once the lagoon reaches capacity, the green line represents the condition where the City annually applies the maximum sludge quantity to the WWTP site. While only able to apply a fraction of annual solids produced, this process delays the need to complete a full lagoon removal by approximately one year, however does not significantly change the overall need to completely dredge the lagoon.

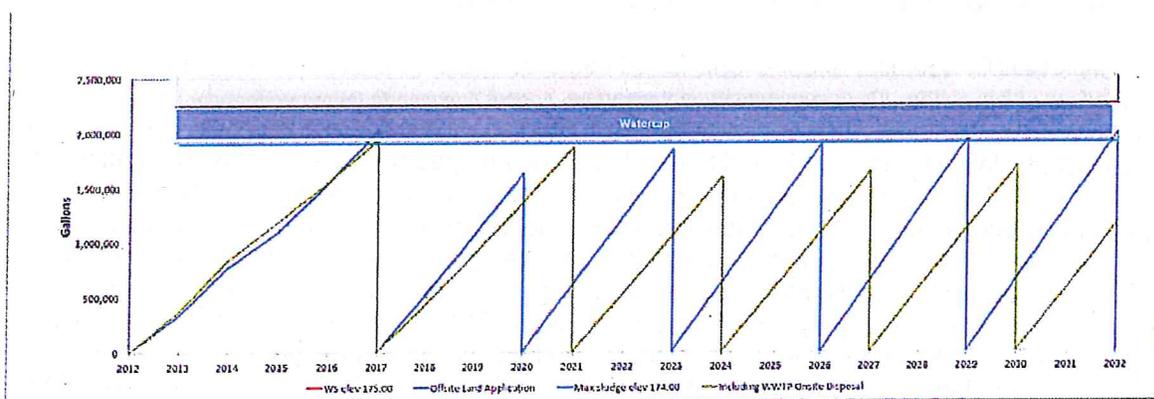


Figure 4: Land Application Frequency

Estimated Costs

Costs associated with land application were developed through discussions with local biosolids application contractors and included one contractor visiting the WWTP to better understand the plant’s operations. The summary of costs is based on a scope of work which includes, mobilization, onsite stirring/agitation of the entire contents of the FSL, pumping sludge contents to the haul truck, hauling, land application, and the necessary monitoring and reporting.

The costs presented for biosolids removal are based on removing the full capacity of the lagoon (1.83 MG), based on a quoted \$0.51/gallon. Alternative 1B land application costs are reduced due to annual application of biosolids at the WWTP property. A breakdown of these estimated costs are summarized in Table 3 below.

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Table 3: Alternative 1: Land Application Summary of Costs

Year 1 Capital Costs	Alternative 1A	Alternative 1B
Biosolids Management Plan (BMP)	\$20,000	\$20,000
City Owned Application Equipment		\$100,000
Reoccurring Costs		
Stir-In-Place Proposal (Removal, Haul and Land Application)	\$93,500 ^(1,2)	\$72,800 ^(1,2)
Sludge Removal (WWTP Application)		\$6,800 ⁽³⁾
Annual Reporting Fee	\$1,000	\$1,000
Annual Site Authorization requirements (soil sampling, monitoring, etc)	\$1,500	\$1,500
20 Year Life Cycle Costs	(\$487,500)	(\$652,800)

Notes

1. Stir-In-Place was quoted at \$0.051/gallon.
2. Sludge removal frequency per sizing criteria
3. Reporting and Monitoring are annual reoccurring costs.

Alternative 2: Landfill Application

The second alternative available for biosolids disposal is landfill disposal. This alternative is not DEQ's preferred disposal method however DEQ does not prohibit landfill disposal. When landfilling biosolids, DEQ does not require a Biosolids Management Plan or Site Authorization. Further, the annual monitoring is not required.

Requirements associated with landfill disposal include passing the paint filter test, requiring a solids concentration of no less than 18% solids. Therefore, the biosolids must be dewatered prior to disposal. This dewatering process can be contracted as part of the disposal and hauling contract. A number of local haulers have mobile dewatering systems that can be deployed onsite to meet the required sludge consistency prior to dewatering. Following dewatering, the material is hauled to the landfill. Typical landfill costs include a landfill entry fee and a tipping fee based on either dry tons or gallons. There is no maximum loading rate associated with this alternative.

Two local landfills, Waste Management's Riverbend Landfill in McMinnville and Republic Services Coffin Butte Landfill in Corvallis, were contacted to verify biosolids disposal was allowable as well as determine the estimated disposal costs. While close to the City's WWTP, the McMinnville landfill does not allow biosolids disposal. Corvallis' Coffin Butte allows disposal and provided costs which have been used as the basis for the cost estimate.

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Disposal frequency for this alternative is the same as the frequency presented in Figure 7. It should be noted that while Coffin Butte currently allows biosolids disposal, there is growing resistance to this disposal option and the long term security at this site is unknown.

Estimated Costs

Costs associated with landfill disposal were developed through discussions with Coffin Butte landfill and local haulers. These costs assume a contractor would be used for all removal, dewatering, hauling, and disposal costs. A breakdown of these estimated costs are summarized in Table 4 below.

Table 4: Alternative 2: Landfill Disposal Summary of Costs

Year 1 Capital Costs	Alternative 1A
Biosolids Management Plan (BMP)	\$20,000
Reoccurring Costs	
Mobilization & Demobilization	98,600
Dredging & Onsite dewatering	450,360
Landfill Tipping Fee	69,400
Hauling Fuel Costs	15,500
20 Year Life Cycle Costs	(\$3,723,424)

Lifecycle Cost Comparison

The following life cycle cost comparison have considers a 20-year planning horizon through 2036, including capital and annual costs for each alternative. The capital costs include the biosolids removal, landfill tipping fee, and land application fees while the annual costs are tied to the reporting and monitoring (if applicable) or costs related to annual application at the City's WWTP (if applicable). Costs have been developed through discussions and quotes from vendors and Coffin Butte landfill as well as estimated by Kennedy/Jenks based on past biosolids removal projects of similar size and scope. The 20-year lifecycle costs analysis is summarized in Table 5 and presented graphically in Figure 5.

Table 5: Alternative Lifecycle Cost Analysis

Alternative	Description	Capital Costs	20-year NPV	Difference
1A	Alt 1A - Beneficial Use Liquid Product Haul	\$20,000	(\$487,500)	

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Alternative	Description	Capital Costs	20-year NPV	Difference
1B	Alt 1B - Offsite Land Application with Annual Onsite Application	\$120,000	(\$652,800)	(\$165,300)
2	Alt 2 - Landfill Disposal	\$20,000	(\$3,723,424)	(\$3,235,924)

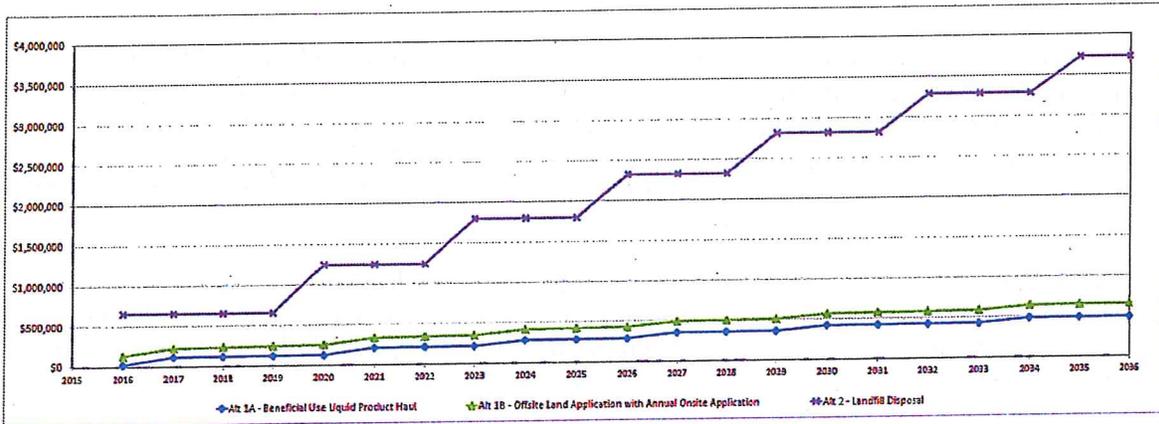


Figure 5: Alternative Lifecycle Cost Graph

Schedule

Land application requires development and submission to DEQ the Biosolids Management Plan and the Site Authorization. Landfill disposal does not require these steps. After development of the Biosolids Management Plan, it is submitted to DEQ for their review and then these documents are published and available for review for a 30 day public comment period. Comment responses are submitted back to DEQ after this period and pending favorable review by DEQ, the BMP becomes approved. The approved BMP then becomes the document governing the City’s biosolids disposal process. With DEQ review and comment period, the entire process is estimated to take between 3-6 months.

Summary of Findings and the Recommended Plan

Summary

Sampled data and the historically recorded wasting rates and mixed liquor concentrations indicate the winery crush period is resulting in elevated peak wasting rates. The impacts of this

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data are being further investigated to inform how this may affect the frequency of sludge disposal required.

The sampled biosolids results are positive; the material meets EPA and DEQ Class B biosolids requirements. However sample results indicate the biosolids have a high nitrogen value, resulting in a lower than typical application rate. Additional testing is recommended to confirm the previous sampling results. Sampling should be completed in the summer of 2016, targeting fecal coliform, nitrogen, and the 40 day bench test.

Measured biosolids was found to be approximately 3 feet deep in August 2105 while the maximum design biosolids depth in the lagoon is approximately 6 feet. Therefore immediate sludge removal is not necessary. Operationally, this may present some challenges during rainfall events as available rainfall storage in the lagoon is reduced. However during these events, the rainfall overflow can be drained to the influent pump station and re-directed into the North FSL for equalization storage during these events.

Costs associated with both land application and landfill disposal indicate the significantly less costly option is land application. Land application costs are significantly less than previously estimated and are likely due to the contract dredger/hauler having secured a large site in close proximity to the WWTP.

While disposing onsite at the City's WWTP slightly offsets the need for full lagoon disposal, the upfront capital costs to invest in the needed equipment as well as the monitoring and reporting requirements appear to outweigh the marginal benefits associated with this practice. That being said, the City could relatively easily add the WWTP grounds as an option to their Biosolids Management Plan to keep this option available. This would require a separate Site Authorization.

Recommended Plan

The cost summary detailed in Table 5 indicates Alternative 1A, land application of liquid biosolids for beneficial use, is the most cost effective option available to the City. This alternative will take advantage of the site that is currently secured for biosolids disposal. As this is a dedicated site for this application, this alternative provides a good long term solution to biosolids management. Additionally, the disposal costs offered by this supplier are very favorable. As the site location and estimated costs are both favorable, the opportunity to develop a long term disposal plan is recommended.

Next Steps

The following next steps are proposed for progressing this solids disposal strategy forward:

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1. Continue to investigate winery crush component of overall solids loading rates. Consider review of the existing rate structure if found to be exceeding expected loadings.
2. Develop Biosolids Management Plan (BMP) and Site Authorization in accordance with DEQ requirements
3. Resample lagoon to confirm data specific to nitrogen, total solids, and fecal coliform.
4. DEQ review and approval for onsite land application
5. Set up RFP or contract for long term haul options.

Attachments: Sludge Sampling Results

City of Dundee, WWTP
 August 2015 FSI Sludge Sampling
 Sample Date: 8/18/2015

		Sample Locations										Summary of Testing and Requirements		
Parameter (a)(b)(c)(d)	Units	A	B	C	D	E	Average	Geometric Mean						
Fecal Coliform	MPN/gram	206	163	>590	>808	388	252.3	235.3	Fecal: 40 CFR Part 503.32(b)(2) Geometric Mean for coliform density must be less than either: a) 2,000,000 Most Probable Number per gram of total solids (MPN/g TS, dry weight basis) or b) 2,000,000 Colony Forming Units per gram of total solids (CFU/g TS, dry weight basis).					
pH	standard	6.98	6.89	7.01	7.03	6.95	6.972	7.0						
Total Solids	% TS	2.62	2.15	2.71	1.98	2.37	2.366	2.3						
Total Volatile Solids	% TVS	81.5	78.9	80.6	80.6	80.4	80.4	80.4						
Total Kjeldahl Nitrogen (TKN)	mg/kg	88080	83056	77415	81061	81286	82179.5	82107.0						
Ammonium-Nitrogen	mg/kg	24789	19297	16843	20412	18169	19902	19727.7						
Nitrate-Nitrogen	mg/kg	0.01	3.12	0.93	1.51	0.37	1.188	0.4						
Total Phosphorus	mg/kg	14840	15707	13040	16298	14720	14921	14678.9						
Phosphate	mg/kg								Unable to test					
Total Potassium	mg/kg	4998			5969	4977	5314.7	5295.3	"Low Metal Limits"					
Metals													Table 3 of 40 CFR Part 503.13(b)	
Arsenic	mg/kg	1.11			1.47	1.46	1.3	1.3	As, mg/kg				41	
Cadmium	mg/kg	0.83			0.94	0.92	0.9	0.9	Cd, mg/kg				39	
Copper	mg/kg	295			342	338	325.0	324.3	Cu, mg/kg				1500	
Lead	mg/kg	13.9			15.1	13.6	14.2	14.2	Pb, mg/kg				300	
Mercury	mg/kg	0.434			0.528	0.478	0.5	0.5	Hg, mg/kg				17	
Molybdenum	mg/kg	3.84			4.47	4.03	4.1	4.1	Mo, mg/kg				75	
Nickel	mg/kg	14.3			16.9	16.7	16.0	15.9	Ni, mg/kg				420	
Selenium	mg/kg	5.35			6.11	9	6.8	6.7	Se, mg/kg				36	
Zinc	mg/kg	593			654	637	628.0	627.5	Zn, mg/kg				2800	
40 Day BtI% Reduction		13.5%				9.17%	11.3%	10.3%						

RESOLUTION NO. 2016-09

A RESOLUTION ADOPTING SOLID WASTE & RECYCLING SERVICE RATES FOR WASTE MANAGEMENT OF OREGON, INC., EFFECTIVE JULY 1, 2016.

WHEREAS, the City of Dundee has an exclusive franchise with Waste Management of Oregon, Inc. (Franchisee) for the hauling of garbage and refuse, as well as the collection of recyclable materials within the city; and

WHEREAS, the franchise agreement reserves the City of Dundee's right to fully regulate and fix the rates for the services which are reasonable and in the public's interest; and

WHEREAS, Franchisee has presented a solid waste and recycling rate review report to the City Council on April 19, 2016, requesting a 3.6% increase in rates; and

WHEREAS, the City Council provided opportunity for public comment on the proposed rate increase; and

WHEREAS, the City Council considered current and projected revenues and expenses, reviewed rates established by other jurisdictions for similar service, and determined that a rate increase is necessary to allow the Franchisee to earn a reasonable rate of return.

NOW THEREFORE, THE CITY OF DUNDEE RESOLVES AS FOLLOWS:

Section 1. The Service Rate Schedule (Exhibit B) to the Exclusive Franchise Agreement with Waste Management of Oregon, Inc. is hereby revised as shown in Exhibit "A" attached.

Section 2. This resolution takes effect July 1, 2016.

Section 3. Resolution No. 2014-07 is hereby repealed.

PASSED by the City Council this 7th day of June 2016.

Approved:

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder

Exhibit B
Dundee Solid Waste & Recycling Services Rates
Effective July 1, 2016

RESIDENTIAL SERVICES

WEEKLY SERVICE/MONTHLY RATES (1):

20 Gallon Roll Cart*	\$ 17.31
35 Gallon Roll Cart*	\$ 19.01
64 Gallon Roll Cart*	\$ 24.19
96 Gallon Roll Cart*	\$ 26.92

*Discount rate is available to households qualifying under DMC 13.08.020.
Discounted amount equivalent to 50% of the 20 Gallon Roll Cart service. Contact
Dundee City Hall for more information about the discount rate program.

OTHER RESIDENTIAL FEES:

Manual Cart Retrieval (Up to 50 feet) Fee	\$ 2.33
Extra Garbage Per 30-Gallon Bag Pickup	\$ 9.10
Extra Yard Debris Outside Yard Debris Cart – Per Pickup	\$ 3.38
Recycling Contamination Charge	\$ 11.02
Same Day Call Back For Late Placement of Cart	\$ 8.05
Change of Service Charge (3 rd Request in 12 months)	\$ 12.24
Bi-Weekly Recycling Only Monthly Fee	\$ 7.61
Additional Bi-Weekly Recycling/Yard Debris Cart Monthly Fee	\$ 4.28
On Call Garbage Fee – 35 Gallon Roll Cart	\$ 11.02

COMMERCIAL SERVICES

WEEKLY SERVICE/MONTHLY RATES:

35 Gallon Roll Cart – First Weekly Pickup	\$ 14.73
35 Gallon Roll Cart – Per Additional Weekly Pickup	\$ 12.85
64 Gallon Roll Cart	\$ 19.91
96 Gallon Roll Cart	\$ 22.63
Extra Garbage Per 30-Gallon Bag Pickup	\$ 9.10

Containers (2):

	<u>1 Day Per Week</u>	<u>Additional Days</u>
1 Yard Container	\$ 93.22	\$ 70.51
1.5 Yard Container	\$ 126.63	\$ 111.25
2 Yard Container	\$ 161.54	\$ 144.21
3 Yard Container	\$ 230.17	\$ 203.74
4 Yard Container	\$ 302.26	\$ 258.12
5 Yard Container	\$ 370.48	\$ 309.47
6 Yard Container	\$ 480.38	\$ 366.91

ON CALL CONTAINER/DROP BOX SERVICES

MONTHLY CONTAINER RENTALS & DUMP FEES PER PULL(3):	<u>Rental</u>	<u>Dump</u>
1 Yard Container	\$ 21.09	\$ 23.25
1.5 Yard Container	\$ 12.91	\$ 31.61
2 Yard Container	\$ 14.03	\$ 40.29
3 Yard Container	\$ 21.48	\$ 57.43
4 Yard Container	\$ 37.51	\$ 75.41
5 Yard Container	\$ 52.72	\$ 92.44
6 Yard Container	\$ 63.27	\$ 119.89

CONTAINER DELIVERY CHARGE: \$ 18.97

DROP BOX RENTALS:	<u>Daily</u>	<u>Monthly</u>
10 Yard Drop Box	\$ 5.42	\$ 70.45
20 Yard Drop Box	\$ 6.24	\$ 81.28
30 Yard Drop Box	\$ 7.04	\$ 92.12

DROP BOX SERVICE DISPOSAL FEES:	
10 Yard Drop Box	\$ 222.35
10 Yard – Concrete & Dirt	\$ 151.67
10 Yard – Clean Fill	\$ 408.23
20 Yard Drop Box	\$ 388.74
20 Yard – Recycle	\$ 117.77
20 Yard – Roofing	\$ 558.65
20 Yard – Construction & Demolition	\$ 715.36
20 Yard – Wood	\$ 114.10
30 Yard Drop Box	\$ 562.20
30 Yard Asphalt/Roofing	\$ 817.07

DROP BOX DELIVERY CHARGE: \$ 22.56

COMMERICAL MEDICAL WASTE

PER CONTAINER:	<u>1 – 2 Containers</u>	<u>3 or More</u>
17 Gallon Reusable Tub	\$ 37.19	\$ 27.73
31 Gallon Reusable Tub	\$ 41.29	\$ 30.95
43 Gallon Reusable Tub	\$ 46.56	\$ 36.07
23 Gallon Cardboard Box	\$ 39.97	\$ 29.94
30 Gallon Cardboard Box	\$ 49.81	\$ 35.66

COMMERCIAL COMMINGLE RECYCLING

WEEKLY SERVICE/MONTHLY RATES:	<u>1 Day Per Week</u>	<u>Additional Days</u>
96 Gallon Roll Cart	\$ 10.10	\$ 8.60
1 Yard Container	\$ 32.79	\$ 27.87
1.5 Yard Container	\$ 42.84	\$ 36.42
2 Yard Container	\$ 53.66	\$ 45.64
3 Yard Container	\$ 74.70	\$ 63.51
4 Yard Container	\$ 97.38	\$ 82.78
5 Yard Container	\$ 118.21	\$ 100.49
6 Yard Container	\$ 158.92	\$ 135.09

OTHER MISCELLANEOUS CHARGES

HOURLY EQUIPMENT & CREW RATES (4):	
Packer Truck – 1 Person Crew	\$ 90.22
Packer Truck – 2 Person Crew	\$ 112.78
Drop Box Truck – 1 Person Crew	\$ 97.73
Drop Box Truck & Trailer – 1 Person Crew	\$ 120.31
RETURNED CHECK FEE	\$ 27.09
ACCOUNT RESTART FEE	\$ 16.25
ROLL CART DELIVERY CHARGE (5)	\$ 12.25

- Notes: (1) Includes bi-weekly recycle and yard debris roll cart services
- (2) Additional charges are multiplied by the number of additional pickup days per week after the first scheduled pickup day in a week.
- (3) Container monthly rental rate charged after first week of use.
- (4) Disposal fees are based on actual transfer station or actual landfill disposal fees.
- (5) Roll cart delivery charged assessed for:
- Carts removed for stopped service and then replaced when service is re-started.
 - Carts replaced for cleaning at the request of the customer.



To: Dundee City Council

From: Greg Reid, City Engineer

Date: 6/2/2016

Re: Highway 99W, ODOT Transportation Enhancements/City LID Project Update

The following provides an update on the status of the Transportation Enhancements/City LID project.

Funding

According to ODOT's and the City's latest cost estimates, the overall cost of the project has increased significantly. This is primarily due to the additional curb replacement and other work to accommodate the re-paving of the highway (ODOT Preservation project) as well as some inflation. At this time, it appears that the City's Phase 1 of the project will need approximately \$971,584 in preservation funds as well as some additional Bike/Ped funds. An IGA will need to be established for the preservation funds which will not require a match but the additional Bike/Ped funds will likely require an additional match from the City. However, ODOT has indicated that the City's LID funds that are already part of the project can be used for the match.

The cost for ODOT's Phase 2 of the project has also increased. Discussions with Tony Snyder with ODOT seem to indicate that the City's obligation for this increase can also be covered by a match using the City's LID funds that have already been allocated to the project. It is unclear to City staff how this will be accomplished and only verbal commitments have been given by ODOT at this time. Tony has initiated the request for additional funds through ODOT and will be at the Council meeting to give an update and answer questions.

Review of the updated costs for the City's LID, Storm, Sanitary, Water and Franchise Improvements appear to indicate no significant change to the LID and storm costs at this time. Some sanitary improvements (\$27,799.37) to extend new services at 10th and 11th have been incorporated into the project which the City can fund at this time. The estimated cost for the proposed Water improvements have increased to \$415,465.31 due to additional work being performed and inflation. This increase can also be funded by the City at this time.

The estimated cost to underground the Franchise Utilities (\$250,000) has increased significantly since the original estimate (\$90,000) due to the costs paid on the 10th Street project. This cost is for the placement of the conduit only since the Franchises have been asked to furnish the vaults that will be needed. Although it appears possible for the City to borrow from other funds to complete this work which could then be paid back through the annual Franchise fees (~\$40,000), Staff would like to get Council's input on whether the City would like to allocate these funds at this time or consider reducing the scope of the project. It may be possible to remove undeveloped properties and properties with wider right of way from the current undergrounding scope and have this work done in the future or by the Franchises.

Permit Review Comments

The City has received review comments from ODOT on the Phase 1 plans. The major issue that is being addressed is the requirement for night work. ODOT's comments indicated that all Phase 1 work would have to be performed at night. This would increase the anticipated cost and duration of the project. The City's design includes a two lane diversion which would keep a lane open in both directions during construction which was intended to avoid the requirement for night work. Follow-up discussions and emails with ODOT have indicated that the daytime, two-lane diversion may be acceptable to ODOT if left turns are restricted within the work zone.

In order to accommodate this, some night work will need to be performed at the 7th and 9th Street intersections to maintain daytime left turn movements onto and off these side Streets. This will allow the daytime, two-lane diversion to be set-up and maintained between these intersections throughout each phase of construction (one side of the street will be constructed then the diversion will shift to allow work on the other side). Although this approach appears to be likely be acceptable to ODOT (See the attached email from Tony Snyder), it will likely create some inconveniences for local businesses that will likely result in complaints. This inconvenience could be mitigated by increasing traffic control and flaggers to assist drivers who need to turn around after leaving the construction zone but this will incur additional costs. City Staff would like to get Council's input on whether this temporary impact to local businesses is acceptable.

City Engineer

From: SNYDER Tony R [Tony.R.SNYDER@odot.state.or.us]
Sent: Thursday, May 26, 2016 10:28 AM
To: EARL Robert
Cc: Greg Reid (greg@streamlinewest.com); City Engineer (city.engineer@dundeecity.org); POTTER James T * Tim; Rob Daykin
Subject: Dundee Traffic

Robert

I was asked by Greg Reid (Dundee Engineer) for clarification on the traffic requirements for work zones on OR99W. I discussed the issue with Don Morris and here is the results.

It is acceptable to shift traffic to one side and use the center turn lane as a travel lane. This lets Dundee put two-way through traffic on one side of the roadway and have a work zone in the remaining right of way for a limited roadway segment. This is similar to the work zone used by Hamilton just southwest of Dundee. It will have to be signed as "no left turn" since allowing left turns would result in a lengthy backup if even a few people try to make left turns without an available turn lane. There will be businesses in Dundee that are sure that the "no left turn" situation will cost them customers and it is going to be up to the City to deal with the local politics that result.

Background: District 3 permits allow a contractor to take a lane on OR99W for a very limited timeframe during the day and thus most construction activity is limited to night work. Taking a lane on a 2 lane section of OR99W near Dundee (one lane and flaggers) is unacceptable due to the resulting backup. The roadway in Dundee actually is 3 lanes with a center turn lanes and bike lanes. This additional width gives the City the opportunity to set up traffic control in a limited section that will allow work to occur in the day time.

The City will be requesting permission to do a "traffic diversion" in Dundee for work during daylight hours. The traffic diversion location will change over the life of the project and each location will remain in place for multiple weeks at a time.

I developed a list of conditions. This is not intended to be a complete list of all of the requirements for the permit. These listed conditions do not replace or reduce the requirements of the appropriate ODOT Standards for traffic control, safety, the accommodation of pedestrians and bicycles, or the requirements of the ODOT Mobility Manual.

- a. Dundee is to maintain two travel lanes (one in each direction) at all times.
- b. Any delays resulting from traffic shifts while establishing, modifying, or removing traffic control devices shall be limited to the acceptable hours in Permit. This means that "significant" traffic control changes can only be made outside the peak traffic timeframes. The changes must be done in a manner that the resulting delay is less than the 20 minutes regardless of the time of day.
- c. The two resulting travel lanes will be used for through traffic and thus "Left Turns" will be prohibited within the work zone.
- d. The work zone will be limited to a single block (or intersection) with appropriate taper lengths for the traffic shift unless specifically approved by the ODOT Engineer.
- e. All outreach to affected businesses and public involvement resulting from this traffic arrangement are the responsibility of the City of Dundee.
- f. Signage will clearly indicate that the construction is a City of Dundee project.
- g. Citizen complaints received by ODOT will be forwarded/redirected to the City of Dundee.
- h. It is strongly encouraged to utilize hard barrier within the work zone for lengthy diversions to increase worker safety and to separate the traffic from the actual work area. Hard barrier can effect over-dimensional vehicles so coordinate any width restrictions with ODOT Motor Carrier.

- i. Openings will be needed in the barrier to accommodate the contractor's deliveries and construction equipment. Utilize flaggers as appropriate to ensure the construction vehicles enter the work zone safely with minimal disruption of the adjacent travel lanes.
- j. Any construction activity (or activities) that cannot be accomplished within the established separated work zone and results in a back-up of the adjoining lanes must be scheduled at night or in non-peak hours. Essentially, if it is not working and lengthy delay occurs in or near the work zone, then construction shall be stopped and efforts made to reestablish an acceptable traffic flow.

I am available for any questions.

Tony

Tony R. Snyder, PE
ODOT Project Manager
885 Airport Rd SE, Bldg P
Salem, Oregon 97301-4788
Office (503) 986-2692
Fax (503) 986-2881
Cell (503) 930-8111

REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: May 26, 2016
Re: Sewer Easement Revision

Jeff Twenge submitted an application for partition of his property at 720 SE Parks into two parcels. A portion of his property comprises of vacated Beach (Beech) Street right of way, of which the City retained an easement that prohibits the placement of buildings or structures over the easement area (City Ordinance No. 241). Currently, the only utility using the easement is a City sewer main. Mr. Twenge requests a five foot reduction in the easement width in order to facilitate the use of the additional lot created through the partition. City Engineer Reid reviewed the proposed reduction with Public Works Supervisor Mustain and determined that the reduction of the easement width to 25 feet will not impair operations or future maintenance of the sewer main. This section of the sewer system was not included in the video inspection that was conducted earlier this year since the flows in the line were nominal. As a condition of approving the reduction in easement width, staff recommended that the owner conduct a video inspection for our review and agree to pay for repairs up to a reasonable amount to be determined by the Council. We also request that the owner be responsible for the preparation and recording costs of the amendment to Ordinance No. 241. If granted, the amount of easement area reduced would be about 500 square feet. Mr. Twenge plans on attending the June 7 meeting to address this proposal with the Council.

Recommendation: Motion to approve the preparation of an ordinance amending Ordinance No. 241, reducing the easement five feet as requested by Jeff Twenge subject to the review of a video inspection of the sewer line between manhole no. 8 and manhole no. 9 by the City Engineer, reimbursement from the owner to the City of up to \$_____ for repairs of defects found from the video inspection, and reimbursement from the owner to the City for preparation and recording of the amending ordinance.

Attachments:

- Ordinance No. 241
- May 26 Jeff Twenge Letter w/ Map

ORDINANCE NO. 241

AN ORDINANCE VACATING THAT CERTAIN STREET OR ALLEY
IN THE CITY OF DUNDEE, YAMHILL COUNTY, OREGON,
DESCRIBED AS FOLLOWS:

That certain street or alley described as follows:

All that portion of Beach Street running between the
North line of County Road #78 and the Southwest line
of Eleventh Street in the City of Dundee, Yamhill
County, Oregon.

EXCEPTING AND RESERVING to the City of Dundee, a
perpetual and exclusive easement over and through all
of said street, together with the right to go upon
said easement area, for the purpose of constructing,
reconstructing, maintaining and using the same for
water, sewer, electrical, telephone, television, and
other utility lines and related purposes, it being
understood and agreed that no buildings or other
structures are to be placed upon the property sub-
ject to the easement by the owner of the property,
and that the City shall not be liable for any costs
or damages to any such structures, trees, shrubs,
fences or landscaping resulting from the exercise
of the easement.

WHEREAS, said street or alley within the City of Dundee, Oregon, de-
scribed above, is a duly designated street or alley; and

WHEREAS, on September 28, 1981, at a special meeting thereof, the
Council of the City of Dundee, Oregon, adopted a resolution initiating pro-
ceedings for the purpose of vacating said street or alley; and

WHEREAS, said resolution was spread at length upon the minutes of
the meeting upon which action thereon was taken and which constituted the
initiation of said vacation proceedings; and

WHEREAS, by said resolution of the Council of the City of Dundee, Oregon,
set and fixed for the 2nd day of November, 1981, at 8:00 p.m., in the Council
Room of the City Hall, in the City of Dundee, Oregon, as the time and place
for hearing said vacation of said street or alley described above and objec-
tions thereof, if any; and

WHEREAS, pursuant to said resolution, the recorder caused a copy of "Notice of Street Vacation" to be published once each week for four consecutive weeks in the city's official newspaper, with the date of first publication being not less than 28 days before said hearing date, as more particularly appears from the affidavit of publication attached hereto and by this reference made a part hereof; and

WHEREAS, pursuant to said resolution, the recorder gave notice of said hearing by posting on the 31st day of September, 1981, said date being within five days after the first day of publication of "Notice of Street Vacation" and not less than 28 days before the date of said hearing, two copies of said "Notice of Street Vacation" at the location in each of the proposed areas described in said Affidavit Re Posting of Notice, all of which appears more fully from said Affidavit attached hereto; and

WHEREAS, on the 2nd day of November, 1981, at 8:00 p.m., in the Council Chambers in the City Hall of Dundee, Oregon, said matter came on regularly to be heard, and no written objections being filed against said proposed vacation by the owners of a majority of the area affected computed on the basis provided in ORS 271.080, and the Council having heard all persons appearing and objecting to said vacation, and the Council being fully advised in the premises; and

WHEREAS, the recorder has filed in her office a certificate showing that all city liens and taxes have been paid on said street or alley above described to be vacated; and

WHEREAS, it appears to the Council and the Council finds that the public interest will not be prejudiced by the vacation of the said street or alley above described, and that it should be vacated, subject to the reservation of the easement as stated therein, and that said vacation will not substantially affect the market value of any abutting property; now, therefore

THE CITY OF DUNDEE, OREGON, DOES ORDAIN AS FOLLOWS:

Section 1. That the following described street or alley within the City of Dundee, Oregon, to-wit:

All that portion of Beach Street running between the North line of County Road #78 and the Southwest line of Eleventh Street in the City of Dundee, Yamhill County, Oregon.

EXCEPTING AND RESERVING to the City of Dundee, a perpetual and exclusive easement over and through all of said street, together with the right to go upon said easement area, for the purpose of constructing, reconstructing, maintaining and using the same for water, sewer, electrical, telephone, television, and other utility lines and related purposes, it being understood and agreed that no buildings or other structures are to be placed upon the property subject to the easement by the owner of the property, and that the City shall not be liable for any costs or damages to any such structures, tree, shrubs, fences or landscaping resulting from the exercise of the easement.

be and the same is hereby fully, finally, completely and forever vacated, subject to the reservations of the easement as stated therein, with the title of such street or alley to attach to the abutting lots and lands bordering the same, as specified by law.

Passed by the Council this 4th day of January, 1981.

AYES: C. Hall, Hanson, Kincaid, B. Johnson, J. Miller

NAYS: None

Submitted to and approved by the Mayor on the 4th day of January, 1981.

[Signature]
Mayor

ATTEST:
[Signature]
City Recorder

City Council
City of Dundee
PO Box 220
Dundee, Oregon 97115

Jeff Twenge, T5 Development, LLC
23830 NE Dayton Ave.
Newberg, OR 97132

5/26/2016

Re. 720 SE Parks – Request for reduction of sewer easement

Dear Council Members:

I am currently dividing a parcel at 720 SE Parks St. in Dundee. The parcel is zoned R3 and the total square footage is in excess of 11,000 sq. ft. There is an existing house on the property. The location of the house and the odd shape of the lot require that the dividing line for the new lots be very close to the existing house. Setbacks in the R3 zone do allow for a zero lot line, allowing a new or existing structure to be built right up to the lot line so if granted the partition there is nothing to prohibit the future construction of a dwelling on this parcel.

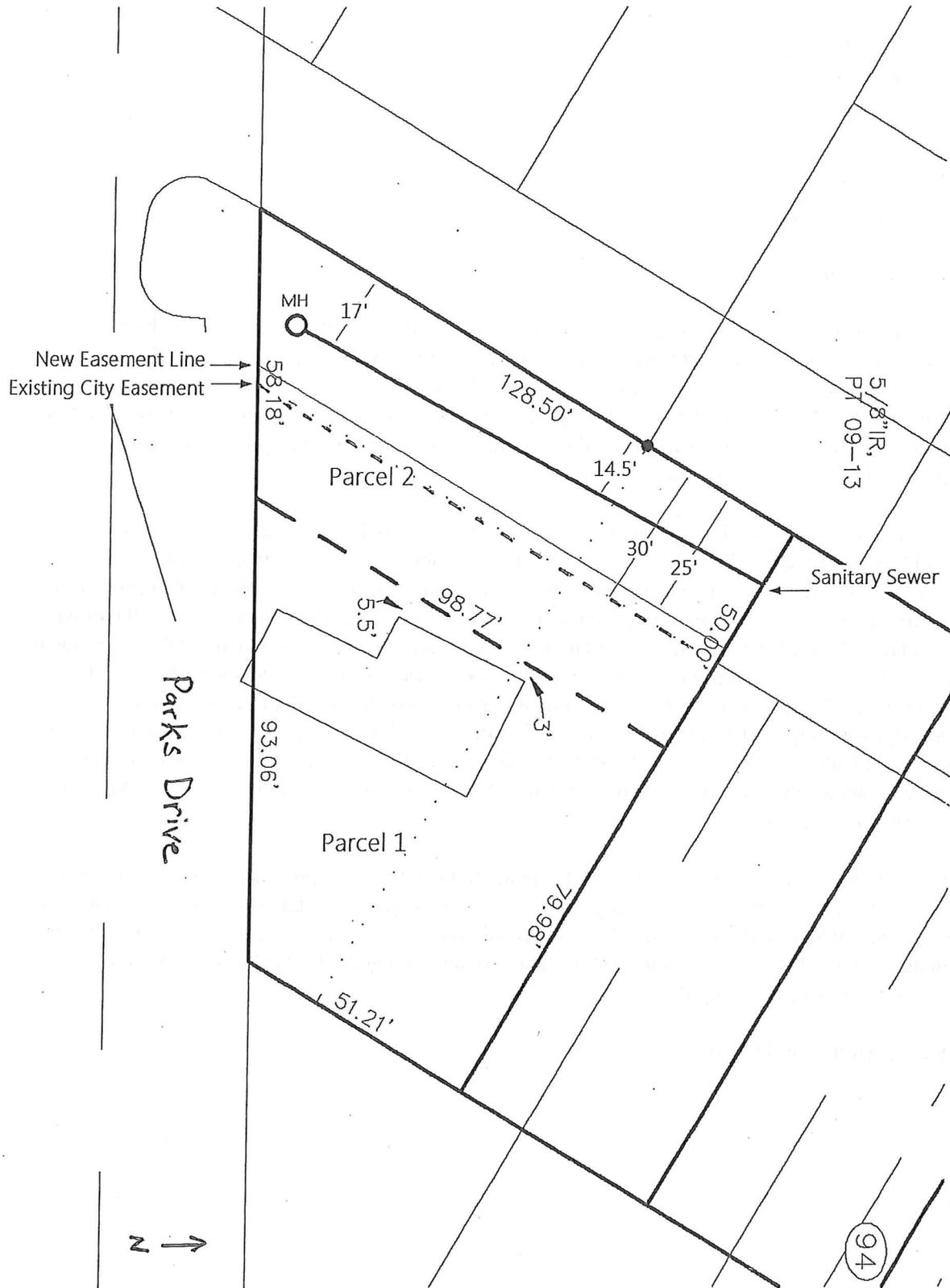
Parcel 1 of the partition contains the existing home as shown in the drawing and is an irregular shaped lot, parcel 2, which is planned for construction of a new dwelling, is a more regular shaped parcel, averaging 54 x 113 and exceeding the required lot size minimums by over 20%. The challenge occurs on lot 2 due to a sewer easement owned by the City which runs the length of the parcel and is 30 feet wide. The sewer line is located West of the center line of the easement, again, as shown in the drawing. Even considering the zero lot line for building this only allows a 20' wide building envelope which would awkwardly crowd the 2 homes together. It would also require an additional easement on parcel 1 to allow for any future repairs to the new dwelling to be constructed on parcel 2. A 5 foot reduction in the easement would allow us to construct the same dwelling as is currently planned for the lot but would give the two homes a more attractive separation instead of the crowded look that would be required under the current situation.

After discussions with the City Manager and City Engineer, I would like to propose a reduction in the size of the City's easement to 25 feet in exchange for video inspection and possible maintenance required on the sewer line. I will have the line inspected and provide the City with the videotape and perform any maintenance required on the line up to \$1500. In addition I will pay the recording fees for the new ordinance to be drafted reducing the easement to 25'.

Thank you for your consideration.

Sincerely,

Jeff Twenge
Member T5, LLC



REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: May 31, 2016
Re: Water/Sewer Bill Appeal

Scott Petersen, 740 SE 10th Street, had a very high, unexplained water use for his residence recorded in the January 2016 billing cycle. The amount of recorded water was 3,738 cubic feet (about 28,000 gallons). In the course of preparing the billing statement, the billing clerk requested City crews to investigate a possible leak but confirmed the meter was not turning. Mr. Petersen attempted to recreate the situation that would allow for the high use, but was not successful. Staff understood Mr. Petersen is away from the house for extend periods and has someone that checks his house from time to time. We also understood that the house watcher was not able to come up with an explanation for the high use either. Water use before and after the January 2016 billing cycle appear to be normal, i.e. under 100 cubic feet. With the exception of the January 2016 billing cycle, the average monthly water use for the prior twelve months was 96 cubic feet.

Council encountered prior similar situations, where the customer had extraordinary high water use that was unexplained and then resumes to a normal level. In those cases the Council determined the high water use was most likely external to the house and did not enter the sewer system and the Council allowed the sewer leak credit discount (100% of the excess volume over the average volume), but not the water leak credit. If the council has a similar finding for Mr. Petersen's account, the eligible credit will be \$268.11. Note: This account received a prior leak adjustment for a leak that took place in November/December 2014.

Recommendation: Review the appeal by Scott Petersen, and make a determination (deny or approve a leak adjustment) by motion of Council.

May 20, 2016

RECEIVED
MAR 24 2016
CITY OF DUNDEE

City of Dundee
P.O. Box 220
Dundee, OR 97115
Account #21900.0

Dear City Council:

The following letter is in regards to a water bill I received in January, 2016. I travel for a living but do have someone check on the house regularly when I am away. My past water averages approximately 50 to 60 gallons per month.

During the month of January I was assessed a bill of \$384.86 for using 3,738 gallons of water. I have no idea how this could have happened. I have checked everything from a running facet to a toilet leak and have not been able to recreate what happened. Whatever happened fixed itself as the next month is was back to normal.

I have been told the water meter does not lie and I really have no way to dispute this. I can say, however, that this level of usage would have been noticed at some point or at least continued if some sort of leak or running toilet.

I have paid the bill in full as the city has made clear they will turn off my water. I please ask the council to consider consideration for some of this billing and ask that they please put themselves in a similar situation. It simply makes no sense to have this usage with no idea how it could have happened. Unfortunately I am only available on weekends or I would present this to the council in person.

Thank you for your consideration.



Scott Petersen
740 SE 10th Street
Dundee, OR 97115
503-686-0566
Scottspetersen@aol.com

* Actually 3,738 cubic feet is 28,000 gallons

RESOLUTION NO. 2016-10

**A RESOLUTION ACCEPTING THE CANVASS OF VOTES
(CANVASS REPORT) FOR THE MAY 17, 2016, PRIMARY ELECTION, AS
PROVIDED BY YAMHILL COUNTY CLERK BRIAN VAN BERGEN FOR
MEASURE 36-180, DUNDEE CHARTER AMENDMENT.**

WHEREAS, the City Council passed Resolution No. 2016-01, approving referral to the electors of the City of Dundee at the May 17, 2016 election, the question of whether to amend Chapter XI of the Dundee Charter relating to urban renewal; and

WHEREAS, the Yamhill County Clerk assigned Measure 36-180 to the Notice of City Measure Election filed by the City of Dundee; and

WHEREAS, on June 1 2016, the city received from Yamhill County Clerk Brian Van Bergen, a certificate certifying the true, actual, and final results (Canvass Report) of the May 17, 2016 Primary Election;

NOW, THEREFORE, THE CITY OF DUNDEE RESOLVES AS FOLLOWS:

Section 1. The City accepts the Canvass Report of the Yamhill County Clerk certifying the true, actual, and final results for the May 17, 2016, Primary Election. A copy of the Canvass Report showing the final results is attached as Exhibit A, which is hereby adopted and by this reference incorporated.

Section 2. Based upon these results, the City Council declares Measure 36-180, Dundee Charter Amendment, to have passed.

APPROVED by the City Council this 7th day of June 2016.

Approved:

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder

**City of Dundee Canvass Report — Total Voters — Official
 Yamhill County, Oregon — || 2016 Primary Election — May 17, 2016**

06/01/2016 01:51 PM
 Precincts Reporting 21 of 21 = 100.00%

Page 1 of 1

Total Number of Voters : 29,523 of 55,180 = 53.50%

Measure 36-180 - Dundee Charter Amendment -

Precinct	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	YES	NO	Totals
PRE0007	0	903	903	1848	48.86%	696	99	795
Totals	0	903	903	1848		696	99	795



I CERTIFY THAT THE VOTES RECEIVED ON THIS
 ABSTRACT CORRECTLY SUMMARIZE THE TALLY
 OF VOTES CAST AT THE ELECTION INDICATED.
 SIGNATURE OF COUNTY CLERK: *[Signature]*
 DATE OF ABSTRACT: 06/01/2016

REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: June 1, 2016
Re: Ordinance No. 546-2016, Urban Renewal Agency

Ordinance No. 546-2016 complies with the requirements of ORS 457.035 in order to activate an urban renewal agency (Agency) for the City of Dundee by declaring blighted areas exist in the city and there is a need for an urban renewal agency to function in the city. The ordinance also establishes the membership of the Agency to be the City Council. Alternately, the membership may be comprised of no fewer than three appointed members. The meetings of the Agency will be separate from the Council meetings. It may be convenient for the Agency to meet initially just prior or after the regular Council meeting, however, an alternate meeting date and time can be determined as future agendas require more work time. The Agency will be responsible for preparation of an urban renewal plan, which is ultimately adopted by the Council. A proposal from the Mid-Willamette Valley Council of Governments for assistance in the preparation of an urban renewal plan will be presented at the June 21 Council meeting.

Recommendation: Motion to adopt Ordinance No. 546-2016, an ordinance relating to urban renewal agency and amending the Dundee municipal code.

ORDINANCE NO. 546-2016

AN ORDINANCE RELATING TO URBAN RENEWAL AGENCY AND AMENDING THE DUNDEE MUNICIPAL CODE.

WHEREAS, the Dundee City Council engaged the Mid-Willamette Valley Council of Governments to assist in the preparation of an urban renewal feasibility study; and

WHEREAS, the urban renewal feasibility study identified the following blight conditions within the Highway 99W corridor of the City of Dundee:

- Multiple properties remain undeveloped and are lacking adequate water and storm water facilities.
- Vacant storefronts and buildings with significant obsolescence and deterioration.
- Small lot sizes of some commercial properties that exhibit obsolescence and deterioration may inhibit redevelopment due to insufficient space for parking and other amenities.
- Substandard streets, including lack of sidewalks and/or crosswalks.
- Absence of a city center performing at its full potential resulting in underutilization of the area.

WHEREAS, the feasibility study demonstrated that the implementation of an urban renewal plan would provide sufficient resources to construct infrastructure and other amenities that will reduce the barriers to new development and redevelopment that will eliminate blight conditions within the Highway 99W corridor of the City of Dundee.

THE CITY OF DUNDEE DOES ORDAIN AS FOLLOWS:

A new Chapter – 2.36 - is hereby adopted and added to the Dundee Municipal Code, which is to read as set out in Exhibit “A” attached hereto.

ADOPTED by the Council this _____ day of _____, 2016.

Approved:

David Russ
Mayor

Attest:

Rob Daykin
City Administrator/Recorder

Chapter 2.36

URBAN RENEWAL AGENCY

- 2.36.010 Declaration of blight and need.
- 2.36.020 Agency title.
- 2.36.030 Membership.
- 2.36.040 Powers and limitations.
- 2.36.050 Meetings – Notice - Quorum.
- 2.36.060 Agency bylaws and rules.

2.36.010 Declaration of blight and need.

Pursuant to ORS 457.035, the city council declares that blighted areas now exist in the city and that there is currently a need for an urban renewal agency to function in the city.

2.36.020 Agency title.

The urban renewal agency created by this chapter shall be known as the Dundee Urban Renewal Agency.

2.36.030 Membership.

The Dundee Urban Renewal agency shall be comprised of members of the Dundee city council as it lawfully exists from time to time.

2.36.040 Powers and limitations.

Pursuant to ORS 457.045(3), all of the rights, powers, duties, privileges and immunities granted to and vested in an urban renewal agency by the laws of the state of Oregon shall be exercised by and vested in the Dundee Urban Renewal Agency. Any act of the Dundee Urban Renewal Agency shall be considered an act of the urban renewal agency only and not of the city council. The Dundee Urban Renewal Agency shall not exercise any power which is contrary to the Dundee city charter.

2.36.050 Meetings – Notice- Quorum.

The Dundee Urban Renewal agency shall hold at least one meeting per calendar year and may hold such other meetings as are necessary to perform its functions. Notice of a meeting shall be given as required by law, at least 48 hours prior to the meeting. Four members of the Agency shall constitute a quorum for the conduct of business.

2.36.060 Agency bylaws and rules.

The Dundee Urban Renewal Agency shall, by resolution of the Agency, establish such bylaws and other rules of procedure as it deems necessary or proper to carry out its lawful duties.

REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: June 1, 2016
Re: Resolution No. 2016-11, FY 2016-17 Salary Schedule

Resolution No. 2016-11 was prepared to reflect the proposed salaries used in the approved budget for FY 2016-17. The proposed salary schedule continues to use the nine step format with a 2.5% differential between steps and is adjusted over the current fiscal year's salary schedule using a COLA of 1.0%. Note: This does not include the City Administrator position for which the salary is established through a separate employment agreement.

The HRA-VEBA plan is regulated by the IRS and allows employer contributions to be tax-free and be used only for qualified medical expenses. The VEBA program is valued by the employees since it allows employees more control on managing their out of pocket medical costs and the program stays with the employee post-employment. The VEBA program has remain the same since changing the employee medical plan from a \$250 deductible to a \$500 deductible in 2014.

Recommendation: Motion to adopt Resolution No. 2016-11, establishing employee compensation ranges and the HRA VEBA contribution amount for fiscal year 2016-17.

RESOLUTION NO. 2016-11

A RESOLUTION ESTABLISHING EMPLOYEE COMPENSATION RANGES AND THE HRA VEBA CONTRIBUTION AMOUNT FOR FISCAL YEAR 2016-17.

THE CITY OF DUNDEE RESOLVES AS FOLLOWS:

Section 1: The City of Dundee employee compensation ranges for fiscal year 2016-17 are set forth in the document marked Exhibit A attached hereto and by this reference incorporated herein and entitled Salary Schedule Fiscal Year 2016-17.

Section 2: The City of Dundee monthly contribution to the HRA VEBA plan for each employee qualified to receive medical benefits for fiscal year 2016-17 shall be as follows:

<u>Medical Benefit Enrollment Status</u>	<u>VEBA Contribution</u>
Employee	\$114
Employee + Child	\$155
Employee + Children	\$196
Employee + Spouse	\$155
Employee + Family	\$196

PASSED BY THE CITY COUNCIL this 7th day of June 2016.

APPROVED:

David Russ, Mayor

ATTEST:

Rob Daykin, City Administrator/Recorder

Salary Schedule for FY 2016-17

Position	Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
MONTHLY EQUIVALENT										
Fire Chief	43	\$4,558	\$4,672	\$4,788	\$4,908	\$5,031	\$5,157	\$5,285	\$5,418	\$5,553
PW Supervisor	42	\$4,446	\$4,558	\$4,672	\$4,788	\$4,908	\$5,031	\$5,157	\$5,285	\$5,418
Office Manager	40	\$4,232	\$4,338	\$4,446	\$4,558	\$4,672	\$4,788	\$4,908	\$5,031	\$5,157
WWTP Operator	36	\$3,834	\$3,930	\$4,028	\$4,129	\$4,232	\$4,338	\$4,446	\$4,558	\$4,672
Utility Worker III	29	\$3,226	\$3,306	\$3,389	\$3,474	\$3,560	\$3,649	\$3,741	\$3,834	\$3,930
Firefighter	27	\$3,070	\$3,147	\$3,226	\$3,306	\$3,389	\$3,474	\$3,560	\$3,649	\$3,741
Admin Assistant	26	\$2,995	\$3,070	\$3,147	\$3,226	\$3,306	\$3,389	\$3,474	\$3,560	\$3,649
Utility Worker II	25	\$2,922	\$2,995	\$3,070	\$3,147	\$3,226	\$3,306	\$3,389	\$3,474	\$3,560
Utility Worker I	21	\$2,647	\$2,714	\$2,781	\$2,851	\$2,922	\$2,995	\$3,070	\$3,147	\$3,226

ANNUAL EQUIVALENT										
Fire Chief	43	\$54,691	\$56,059	\$57,460	\$58,896	\$60,369	\$61,878	\$63,425	\$65,011	\$66,636
PW Supervisor	42	\$53,357	\$54,691	\$56,059	\$57,460	\$58,896	\$60,369	\$61,878	\$63,425	\$65,011
Office Manager	40	\$50,786	\$52,056	\$53,357	\$54,691	\$56,059	\$57,460	\$58,896	\$60,369	\$61,878
WWTP Operator	36	\$46,010	\$47,160	\$48,339	\$49,548	\$50,786	\$52,056	\$53,357	\$54,691	\$56,059
Utility Worker III	29	\$38,706	\$39,674	\$40,666	\$41,683	\$42,725	\$43,793	\$44,888	\$46,010	\$47,160
Firefighter	27	\$36,841	\$37,762	\$38,706	\$39,674	\$40,666	\$41,683	\$42,725	\$43,793	\$44,888
Admin Assistant	26	\$35,943	\$36,841	\$37,762	\$38,706	\$39,674	\$40,666	\$41,683	\$42,725	\$43,793
Utility Worker II	25	\$35,066	\$35,943	\$36,841	\$37,762	\$38,706	\$39,674	\$40,666	\$41,683	\$42,725
Utility Worker I	21	\$31,768	\$32,562	\$33,376	\$34,211	\$35,066	\$35,943	\$36,841	\$37,762	\$38,706

HOURLY										
Fire Chief	43	\$26.29	\$26.95	\$27.62	\$28.32	\$29.02	\$29.75	\$30.49	\$31.26	\$32.04
PW Supervisor	42	\$25.65	\$26.29	\$26.95	\$27.62	\$28.32	\$29.02	\$29.75	\$30.49	\$31.26
Office Manager	40	\$24.42	\$25.03	\$25.65	\$26.29	\$26.95	\$27.62	\$28.32	\$29.02	\$29.75
WWTP Operator	36	\$22.12	\$22.67	\$23.24	\$23.82	\$24.42	\$25.03	\$25.65	\$26.29	\$26.95
Utility Worker III	29	\$18.61	\$19.07	\$19.55	\$20.04	\$20.54	\$21.05	\$21.58	\$22.12	\$22.67
Firefighter	27	\$17.71	\$18.16	\$18.61	\$19.07	\$19.55	\$20.04	\$20.54	\$21.05	\$21.58
Admin Assistant	26	\$17.28	\$17.71	\$18.16	\$18.61	\$19.07	\$19.55	\$20.04	\$20.54	\$21.05
Utility Worker II	25	\$16.86	\$17.28	\$17.71	\$18.16	\$18.61	\$19.07	\$19.55	\$20.04	\$20.54
Utility Worker I	21	\$15.27	\$15.66	\$16.05	\$16.45	\$16.86	\$17.28	\$17.71	\$18.16	\$18.61

RESOLUTION NO. 2016-12

**A RESOLUTION DECLARING THE CITY'S ELECTION TO
RECEIVE STATE REVENUES.**

THE CITY OF DUNDEE RESOLVES as follows:

Section 1. Pursuant to ORS 221.770, the City of Dundee hereby elects to receive state revenues for fiscal year 2016-2017.

PASSED by the City Council this 7th day of June 2016.

Approved:

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder

I certify that a public hearing before the Budget Committee was held on May 5, 2016 and a public hearing before the City Council was held on June 7, 2016, giving citizens an opportunity to comment on use of State Revenue Sharing.

Rob Daykin, City Administrator/Recorder

REPORT

To: Mayor Russ and City Council

From: Rob Daykin, City Administrator

Date: June 1, 2016

Re: Audit Services Contract

Attached is the contract from Grove, Mueller & Swank, P.C. for performing the audit of the financial statements ending June 30, 2016. The contract amount of \$12,625 is in line with the October 27, 2014 proposal accepted by the Council which estimated the cost at \$12,688. This work will not include special audit services, priced at \$3,000, since we did not have federal assistance in excess of \$750,000 during the current fiscal year. In addition to the contract, the engagement letter dated May 13, 2016 discloses the extent of the audit and the City's responsibilities. Field work on the audit is scheduled for the last week of September.

Recommendation: Motion to approve the contract and authorize the Mayor and City Administrator to sign the engagement letter from Grove, Mueller & Swank, P.C. confirming the City's understanding of the terms of the audit services.



GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
475 Cottage Street NE, Suite 200, Salem, Oregon 97301
(503) 581-7788

October 27, 2014

Rob Daykin, City Administrator
City of Dundee
PO Box 220
620 SW 5th Street
Dundee, Oregon 97115

We are pleased to present this proposal to continue providing audit services to the City of Dundee (the "City"). The extension is based on our qualifications as detailed in our proposal dated March 25, 2008 and would extend the proposal for an additional five years through the fiscal year ending June 30, 2019. Our audits will continue to be performed in accordance with auditing standards generally accepted in the United States of America and *Governmental Auditing Standards* (if required) and will include an opinion on the basic financial statements, and "in-relation-to" report on supplemental statements and schedules, and the Schedule of Expenditures of Federal Awards (if applicable).

AUDIT FEES

Our audit fees for the fiscal years ending June 30, 2015 through 2019 are as follows:

	2015	2016	2017	2018	2019
<i>Financial Statement Audit</i>	\$ 12,500	\$ 12,688	\$ 12,878	\$ 13,071	\$ 13,267
<i>Single Audit (if applicable)</i>	3,000	3,000	3,000	3,000	3,000
<i>Cost of Supplies & Materials</i>	-	-	-	-	-
<i>Additional Fees (if applicable)</i>	-	-	-	-	-
<i>Total</i>	<u>\$ 15,500</u>	<u>\$ 15,688</u>	<u>\$ 15,878</u>	<u>\$ 16,071</u>	<u>\$ 16,267</u>

The financial statement audit fee will be adjusted annually for inflation based on the Consumer Price Index (CPI) with a maximum increase of 5.0%. The above fees are calculated using an annual CPI increase of 1.5%.

CITY OF DUNDEE
CONTRACT FOR SERVICES

THIS CONTRACT, made this 13th day of May 2016, in accordance with the requirements of Oregon Revised Statutes 297.405 through 297.740 between Grove, Mueller & Swank, P.C., Certified Public Accountants of Salem, Oregon, and the City of Dundee (the City), provides as follows:

It hereby is agreed that Grove, Mueller & Swank, P.C. shall conduct an audit of the accounts and fiscal affairs of the City, for the year beginning July 1, 2015, and ending June 30, 2016, in accordance with the Minimum Standards for Audits of Municipal Corporations as prescribed by law. The audit shall be undertaken in order to express an opinion upon the financial statements of the City, and to determine if the City has complied substantially with appropriate legal provisions.

Grove, Mueller & Swank, P.C. agrees that the services contracted to perform under this contract shall be rendered by or under personal supervision and that the work will be faithfully performed with care and diligence.

It is understood and agreed that, should unusual conditions arise or be encountered during the course of the audit whereby the services of Grove, Mueller & Swank, P.C. are necessary beyond the extent of the work contemplated, written notification of such unusual conditions shall be delivered to the City, who shall instruct in writing Grove, Mueller & Swank, P.C. concerning such additional services.

The audit shall be started as soon after this contract is executed as is agreeable to the parties hereto and shall be completed and a written report thereon delivered within a reasonable time, but not later than six months, after the close of the audit period covered by this contract (unless agreed to by both parties). Adequate copies of such report shall be delivered to the City, and its form and content shall be in accordance with and not less than that required by the Minimum Standards for Audits of Oregon Municipal Corporations.

It is understood and agreed that the City is responsible for such financial statements as may be necessary to fully disclose and fairly present the results of operations for the period under audit and the financial condition at the end of that period.

In consideration of the faithful performance of the conditions, covenants, and undertakings herein set forth, the City of Dundee hereby agrees to pay Grove, Mueller & Swank, P.C. the fee as described in the audit engagement letter dated May 13, 2016, and the City hereby affirms that proper provision for the payment of such fee has been or will be duly made and that funds for the payment thereof are or will be made legally available.



Ryan Pasquarella, CPA
Grove, Mueller & Swank, P.C.

Rob Daykin, City Administrator
City of Dundee

Date 5/13/2016

Date



GROVE, MUELLER & SWANK, P.C.

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS
475 Cottage Street NE, Suite 200, Salem, Oregon 97301
(503) 581-7788

May 13, 2016

Rob Daykin
City of Dundee
620 SW 5th Street
Dundee, Oregon 97115

We are pleased to confirm our understanding of the services we are to provide the City of Dundee, Oregon (hereafter referred to as the City) for the year ending June 30, 2016. We will audit the modified cash basis financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ending June 30, 2016.

We have also been engaged to report on supplementary information, including certain schedules required by the State of Oregon, which accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining fund statements
- 2) Individual fund budgetary schedules
- 3) Other financial schedules

Management's discussion and analysis accompanying the financial statements is considered other information and will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with the modified cash basis of accounting and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City's financial statements. Our report will be addressed to the City Council of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government*

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. Additionally, we will perform tests over the City's compliance with the Minimum Standards for Audits of Oregon Municipal Corporations. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of the City in conformity with the modified cash basis of accounting based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with the modified cash basis of accounting, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements. You are responsible for including all informative disclosures that are appropriate for the modified cash basis of accounting. Those disclosures will include (1) a description of the modified cash basis of accounting, including a summary of significant accounting policies, and how the modified cash basis of accounting differs from GAAP; (2) informative disclosures similar to those required by GAAP; and (3) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the City involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the City received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the City complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with the modified cash basis of accounting. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information.

Ryan T. Pasquarella, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. To ensure that Grove, Mueller & Swank, PC's independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fee for these services will not exceed \$12,625. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,


CERTIFIED PUBLIC ACCOUNTANTS

RESPONSE:

This letter correctly sets forth the understanding of City of Dundee, Oregon.

Rob Daykin, City Administrator

David Russ, Mayor

Date

Date

REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: June 2, 2016
Re: Mini Excavator Quote

Public Works staff has searched for a used mini excavator within the region, but found units that are offered for sale and meets our requirements do not stay on the market very long. Attached is a quote from Kitsap Tractor & Equipment for a Yanmar VIO35 (Sale Flyer included) with various attachment options. The unit is located in Silverdale, Washington; about a four drive from Dundee. If approved, staff will first inspect the equipment prior to completing the purchase. Also, enclosed are sales flyers for similar equipment for comparison. (Note: This is less than the \$32,000 estimated in the Equipment Reserve Fund replacement schedule)

Per discussion during the budget process, this equipment will be used to maintain storm ditches and excavation of water lines for maintenance and water service taps.

Recommendation: Motion to accept the quote from Kitsap Tractor & Equipment and authorize Public Works staff to purchase following inspection of the equipment.



9145 Silverdale Way NW
 Silverdale, WA 98383
 (360) 692-9312

QUOTE No.

6216

Date	Salesperson
6/2/2016	BILLY MOORE

BILL TO

SHIP TO

YOUR ORDER No.	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1		YANMAR VIO35 S/N (TBD) (~3,100 HOURS)		\$20,000.00
1		NEW HYDRAULIC THUMB		\$3,000.00
1		NEW WEDGE COUPLER		\$750.00
1		NEW 12" DIG BUCKET		\$750.00
1		NEW 24" DIG BUCKET		\$750.00
1		NEW 36" CLEAN OUT BUCKET.		\$750.00
		QUOTE VALID THROUGH 6/3/16		
		SHIPPING		\$750.00
		SALES TAX 0.00%		\$0.00
		DESPOIT 0.00%		\$0.00
		BALANCE		\$26,750.00
		BY SIGNING BELOW, CUSTOMER AGREES TO THE TERMS AND CONDITIONS OF THE SALE		
		X		

Thank You

Sales Terms and Conditions.

All invoices are to be paid in full prior to delivery or shipment.

This equipment is sold as is where is. As it is used equipment there are no guarantees or statutory warranties, expressed or implied, of fitness for a particular purpose or merchantability or otherwise of any nature whatsoever in respect to the above used equipment offered for sale. Specifically, there are no representations as to the actual date of manufacture of the equipment or the extent of prior use or hours the equipment was used.

Buyer acknowledges that he has had full opportunity to inspect the condition, age and hours of the equipment and any attachments prior to purchase.

PLEASE NOTE: The above equipment may not be equipped with rollover protection or other available safety devices. Upon signature by Customer, acceptance of this order by Kitsap Tractor & Equipment, Inc., and Customer's receipt of the equipment, Customer assumes all liability regarding operation, use or risk of loss of the equipment.

This invoice, when signed by Customer and accepted by Kitsap Tractor & Equipment, Inc., embraces the entire agreement between you and the seller, and cannot be enlarged or varied in any respect by any oral representation.

Kitsap

TRACTOR & EQUIPMENT

2010 YANMAR VIO35-5



For Sale Price: USD \$19,995

Contact Information

Kitsap Tractor & Equipment

Silverdale, Washington

Phone: (360) 686-6095

Fax: (360) 337-1723

3,100 hrs



Description

8,000 LBS.

Leveling blade.

Steel tracks with rubber pads.

Auxiliary hydraulics.

Wrist controls.

Zero tail swing.

Hydraulic thumb in stock for instant installation.

— \$3,000

\$0 DOWN FINANCING!!!

NO PAYMENTS FOR 90 DAYS

Specifications

Year	2010	Manufacturer	YANMAR
Model	VIO35-5	Location	Silverdale, Washington
Serial Number	09B	Condition	Used
		Stock Number	09B

-149-

2005 CATERPILLAR 303C CR MINI EXCAVATORS in REDDING, CA

FINANCE

SHARE THIS

CONTACT SELLER



Price: \$25,000

Specification

Year:	2005
Make:	CATERPILLAR
Model:	303C CR
Class:	EARTHMOVING
Category:	Mini Excavators
Hours Used:	2812
New/Used:	U
Horsepower:	30

More



More

Seller Information

Mach 1 Machinery

(855) 537-2326
Reference Stock #: 3516-1

8537 Commercial Way
Redding, CA 96002 [\(Map\)](#)

[See All Inventory](#) | [Visit Dealer Web Site](#)

Description

303C CR Excavators - Mini (up to 12,000 lbs), CW: 12 Bucket, New Amulet Hydraulic Thumb, Zero Tail Swing, 9ft 7in Dig Depth, 7,500b Weight Class, Rubber Tracks Notes: 0 Hrs on New Head, Head Gaskets, Belts Condition: Good Tracks: 45%Serial Number:

Contact Seller

*required

Attn: Mach 1 Machinery

Hello, I'm interested in your 2005

CATERPILLAR 303C CR Stock #:3516-1.

Please contact me

-150- at your earliest convenience , you can

2007 JOHN DEERE 35D MINI EXCAVATORS in TEMPE, AZ

FINANCE

SHARE THIS

CONTACT SELLER



Price: \$27,250

Specification

Year:	2007
Make:	JOHN DEERE
Model:	35D
Class:	EARTHMOVING
Category:	Mini Excavators
Engine Make:	Yanmar
Hours Used:	4600
New/Used:	U



Description

2007 John Deere 35D Engine: 3TNV88-N Engine Make: Yanmar Diesel This has been a well maintained mini excavator. The Tracks are in excellent condition the undercarriage is at 70%. The unit comes with a Thumb, a 24 Dig Bucket and a 45 Clean Out Bucket. The size of this unit is between a 304 and a 303 and perfect for landscaping or on a Farm. Thumb: Yes Auxiliary Hydraulics: Yes Overall Condition: Good Wet Kit: Yes Bucket Type: GP Bucket Boom: Good Hyd. Cylinder: Good Batteries: Good Track Pad Width: 12 Track Length: 7 Tracks Condition: Excellent Idler: Good Sprocket: Good Under Carriage: Good Condition Hour Meter Reads: 4600.

Seller Information

A and E Machinery

(888) 779-5510

Reference Stock #:
AD21078

1155 W Elliot Rd
Tempe, AZ
85284 ([Map](#))

[See All Inventory](#) | [Visit Dealer Web Site](#)

Contact Seller

*required

Attn: A and E Machinery

Hello, I'm interested in your 2007 JOHN

DEERE 35D Stock #:AD21078. Please

contact me

 at your earliest convenience *, you can

2012 KOMATSU PC30MR-3 MINI EXCAVATORS in SILVERDALE, WA

FINANCE

SHARE THIS

CONTACT SELLER

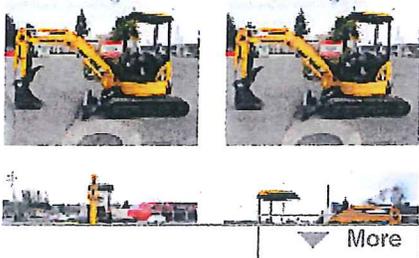


Price: \$26,995

Specification

Year:	2012
Make:	KOMATSU
Model:	PC30MR-3
Class:	EARTHMOVING
Category:	Mini Excavators
Hours Used:	1450
New/Used:	U
Price:	\$26,995

Call



Seller Information

Kitsap Tractor and Equipment

[\(888\) 305-1629](tel:8883051629)

Reference Stock #: 078

9145 Silverdale Way
NW
Silverdale, WA
98383 [\(Map\)](#)

[See All Inventory](#) | [Visit Dealer Web Site](#)

Description

PC30MR-3 Excavators - Mini (up to 12,000 lbs), 7,000 LBS, NEW HYDRAULIC THUMB, ONLY 1450 HOURS, HURRY WONT LAST. \$0 DOWN FINANCING AVAILABLE! NO PAYMENTS FOR 90 DAYS Serial Number: 078

Contact Seller

*required

Attn: Kitsap Tractor and Equipment

Hello, I'm interested in your 2012

KOMATSU PC30MR-3 Stock #:078. Please

contact me

at your earliest convenience *, you can