

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

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

Email: [DundeeCity3@comcast.net](mailto:DundeeCity3@comcast.net) Website: [DundeeCity.org](http://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 21, 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:
  - 4.1 LURA 16-06, Code Amendment – LI Zone Design Standards Pages 1-10
  - 4.2 Ordinance No. 547-2016, Design Standards for Industrial Development Pages 11-16
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, June 7, 2016 Pages 17-30
  - 6.2 Financial Report Ending May 31, 2016 Pages 31-58
  - 6.3 OLCC Liquor License Application, Ariniello Vineyard Pages 59-66  
*Action Required: Motion to Accept the Consent Agenda*
7. Old Business:
  - 7.1 Riverside District Master Plan Pages 67-118  
*Discussion*
  - 7.2 Urban Renewal Plan Proposal Pages 119-122  
*Discussion*
  - 7.3 Resolution No. 2016-13, Budget Transfers Pages 123-126  
*Action Required*
  - 7.4 Resolution No. 2016-14, Budget Adoption Pages 127-190  
*Action Required*
8. New Business:
  - 8.1 Alder Street Parking Restrictions Pages 191-194  
*Action Required*
  - 8.2 Resolution No. 2016-15, Banking Services Pages 195-196  
*Action Required*
  - 8.3 Tourism Committee Appointment Pages 197-198  
*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. Executive Session: In accordance with ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
- 14. Adjourn

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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. 549-2016
  - 5.2 Resolution No. 2016-17

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.



## STAFF REPORT

### Type IV Legislative Development Code Amendments

#### Development Code amendments to add design standards for industrial development

**FILE NUMBER:** LURA 16-06  
**ORDINANCE NO.:** 547-2016  
**REQUEST:** Adopt an ordinance amending the Development Code to add design standards for industrial development  
**APPLICANT:** City of Dundee  
**HEARING DATE:** June 21, 2016

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#### ATTACHMENTS:

Ordinance No. 547-2016 with:

Exhibit "A": Findings

1. Signed Planning Commission Order of Recommendation (with exhibits by reference)
  2. Planning Commission meeting minutes from 5/18/16
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#### EXECUTIVE SUMMARY:

As development in Dundee picks up, it is a good time to think about industrial design standards. The intent of the proposed industrial design standards is to create attractive employment areas within the community by having standards for the building and site design, including landscaping, buffering and screening, outdoor storage and loading areas, and the aesthetics of the building wall itself. Staff reviewed code standards from several cities while preparing the draft amendments, including: Newberg, Tualatin, Wilsonville, McMinnville, Canby, Carlton, and Lawrence KS.

The Planning Commission held workshops to discuss the regulations and proposed amendments on November 18, 2015 and again on March 16, 2016. The Planning Commission held a public hearing on May 18, 2016, to consider the proposed Development Code amendments and adopted an Order of Recommendation to the City Council recommending adoption of the proposed amendments.

#### PUBLIC TESTIMONY:

No written public testimony has been received; the Planning Commission heard oral testimony, which is summarized in the 5/18/16 Planning Commission minutes.

#### RECOMMENDATION:

Staff recommends the City Council take the following actions at their June 21, 2016 meeting:

1. Consider the Planning Commission Order of Recommendation;
2. Consider public testimony;
3. Deliberate and make findings showing that the proposal is consistent with city and state policies. Tentative findings are shown in Exhibit "A" of Ordinance No. 547-2016.
4. Vote to adopt Ordinance No. 547-2016.



ORDER OF RECOMMENDATION  
DUNDEE PLANNING COMMISSION  
FILE NO. LURA 16-06

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AN ORDER RECOMMENDING THAT CITY COUNCIL ADOPT AMENDMENTS TO THE DUNDEE  
DEVELOPMENT CODE TO ADD DESIGN STANDARDS FOR INDUSTRIAL DEVELOPMENTS

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RECITALS:

1. The intent of the proposed industrial design standards is to create attractive employment areas within the community by having standards for the building design and site design, including landscaping, buffering and screening, outdoor storage and loading areas, and the aesthetics of the building wall itself.
2. The proposed amendments would create a new Dundee Development Code section 17.202.070 Site and Building Design Standards In Industrial Zones, and would also amend several existing code sections, including 17.202.050 Fence Standards, 17.302.050 Minimum Landscape Area, and 17.302.060 Screening And Buffering.
3. The Planning Commission held workshops to discuss the regulations and proposed amendments on November 18, 2015 and again on March 16, 2016. The Planning Commission held a public hearing to consider the proposed Development Code amendments and adopt an Order of Recommendation to the City Council on May 18, 2016.

**THE DUNDEE PLANNING COMMISSION ORDERS AS FOLLOWS:**

1. The Planning Commission recommends that the Dundee City Council adopt the following Development Code amendments. Proposed additions to the Code are shown as underlined, deletions are shown as ~~strikethrough~~.

**17.202.070 Site and building design standards in industrial zones.** (proposed new code section)  
The following standards apply to all development in the I1 zone that is subject to site design review per chapter 17.407.

A. Building design. The intent of these standards is to create attractive employment areas within Dundee.

1. Architectural variation shall be provided for any wall facing a public street in order to break up the building mass. All walls facing a public street must have at least two of the following features; each feature must comprise at least 10% of the wall area.

- a. Contrasting building colors;
- b. Contrasting wall textures;
- c. Changes in building materials;
- d. Any of the following architectural features: awnings; columns; windows; arches; decorative relief, at least one inch in depth; pitched roof; other, as approved by the  
Planning Commission

2. Walls facing a public street must be constructed of one or more of the following building materials:
    - a. Brick or masonry;
    - b. Concrete or concrete block;
    - c. Wood or wood composite;
    - d. Architectural metal, provided the metal does not comprise more than 70% of the building wall facing the public street;
    - e. Stucco;
    - f. Other, as approved by the planning official.
  3. The main building entrance shall face a public street.
- B. Loading areas, outdoor storage, and trash enclosures.
1. Areas used for trash collection or compaction, parking of trucks or trailers, and loading areas shall be located to the rear or side of the main building, to minimize the view of these areas from the public street. Where it is not possible to locate these facilities on a non-street building side, these facilities shall be screened from public view by landscaping or an opaque fence.
    - a. The planning official may approve a loading area adjacent to the public right-of-way where loading operations are: a. short in duration (i.e. less than one hour); b. infrequent (i.e. less than three per day); c. would not obstruct traffic during peak traffic hours (morning and evening); d. would not interfere with emergency response services or pedestrian facilities.
  2. Areas used for outdoor storage shall not be located between a front building wall and a public street. Front building walls are defined as being where the main entrance to the building is located. Outdoor storage areas must be screened by an opaque fence or wall.
  3. Where a trash enclosure is required, the enclosure shall be composed of an opaque fence or freestanding masonry wall, with a gate. Gates need not be entirely opaque, but must include some elements to help screen the contents of the enclosure from view.
- C. Setbacks. Buildings within the industrial zone must be setback a minimum of 10 feet from property lines adjacent to a public street, and 20 feet from property lines adjacent to a residential zone. The area within the required setback adjacent to a public street must be entirely landscaped.
- D. Landscaping. Landscaping shall be used to create an attractive streetscape along property frontages. Landscaping within the front setback, between a building and the public street, shall include trees and a mix of shrubs, living groundcover, other appropriate plants, and grass, and may also include benches, sculptures, and stormwater management features such as rain gardens and bioswales. Landscaping used to meet the 10% requirement shall be visible from the public right-of-way.
- E. Walkway. A walkway shall be provided from the main building entrance to the nearest public sidewalk. The walkway shall be a minimum of 5 feet wide, and clearly delineated by the use of striping or contrasting paving materials, such as concrete or pavers. The walkway must be ADA compliant.

**17.202.050 Fence standards.** (proposed edits: deletions shown in ~~striketrough~~, additions shown in underline)

A. General Standards.

1. Fences and walls shall not be constructed of nor contain any material that could cause bodily harm, such as barbed wire, broken glass, spikes, electric or any other hazardous or dangerous materials; this includes link fencing with barbed ends at the top or sides; except that fences topped with barbed wire are allowed in ~~industrial, agricultural, and public zones.~~

7. In the LI zone, fences taller than six feet in height shall not be chain link. Fences over six feet in height shall be screened by a sight obscuring hedge.

B. Fence Heights in Residential and Commercial Zones.

7. In the LI zone, fences shall not exceed eight-feet tall, except where used for outdoor storage areas that are not adjacent to a public right-of-way.

**17.302.050 Minimum landscape area.** (proposed edits: deletions shown in ~~striketrough~~, additions shown in underline)

The minimum area requirements are as follows:

A. C, and CBD, LI, and P Zones.

1. In the CBD, LI, and P zones, a minimum of 10 percent of the gross lot area shall be landscaped.

2. In the C zone, a minimum of 15 percent of the gross lot area shall be landscaped.

5. The required landscape area for all zones must be visible from the public right-of-way.

~~C. LI and P Zones. A minimum of six ten percent of the gross lot area shall be landscaped. Within the LI zone, the required landscaping can be in conjunction with the parking lot landscaping requirements.~~

**17.302.060 Screening and buffering.** (proposed edits: deletions shown in ~~striketrough~~, additions shown in underline)

A. Required Screening. Screening shall be used to eliminate or reduce the visual impacts of the uses in subsections (A)(1) through (6) of this section:

1. Commercial and industrial uses when abutting residential uses;

2. Industrial uses when abutting commercial uses;

3. Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas;

4. Outdoor storage areas;

5. At- and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners;

6. Rooftop mechanical equipment;

67. Any other area or use as required by this code.

C. Parking Lot Landscaping and Screening Standards. All new parking lots or expansions of existing parking lots, which for purposes of this section include areas of vehicle maneuvering, parking, and loading, shall be landscaped and screened as follows:

1. Screening Required. Parking lots shall be screened adjacent to lot lines as follows:

a. Any parking area for a use other than single-family that is adjacent to an R-1 or R-2 district shall be screened by a five-foot landscaped strip. Where screening is required between zones, the screening shall be incorporated into the required buffer strip, and shall not be an additional requirement.

b. Any parking area within a commercial zone for a use other than single-family that is within 20 feet of a public right-of-way shall be screened by a five-foot landscaped strip.

a. Any parking area or drive aisle adjacent to an interior lot line shall be screened by a five-foot landscaped strip. Where the parking area is located adjacent to an R-1 or R-2 zoning district, the landscaped strip shall also include an opaque fence to block light trespass from headlights onto adjacent properties. Where additional screening is required between zones, the screening shall be incorporated into the required buffer strip, and shall not be an additional requirement.

b. Any parking area adjacent to a front lot line along a public right-of-way shall be screened by a ten-foot landscaped strip.

2. This order is based on the staff report, findings shown in Exhibit "A", and public testimony.

APPROVED BY THE DUNDEE PLANNING COMMISSION THIS 18<sup>th</sup> DAY OF MAY, 2016:

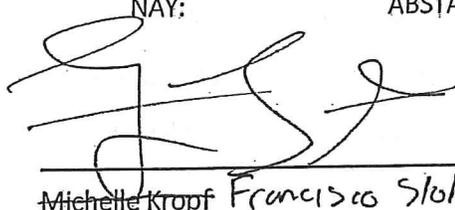
AYE:

NAY:

ABSTAIN:

ABSENT:

SIGNED:

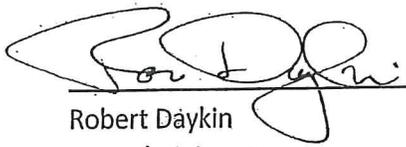
 5/18/16

Michelle Kropf Francisca Stolar Date

Acting

Planning Commission Chair

ATTEST:

 5/18/16

Robert Daykin  
City Administrator

Date

ATTACHED:

Exhibit A: Findings

# CITY OF DUNDEE

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**Meeting:** Planning Commission Meeting  
**Location:** City Council Meeting Chambers  
620 S.W. 5<sup>th</sup> Street  
Dundee, Oregon 97115  
**Date:** May 18, 2016  
**Time:** 7:00 p.m.

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## **I. Meeting called to order.**

Vice-Chairman Francisco Stoller called the meeting to order. Commissioners present, which consisted of quorum, were Commissioner Isaiah Cox, Commissioner Francisco Stoller, Commissioner Kevin Swanson, Commissioner Danny Sikkens, Commissioner Dustin Swenson, and Commissioner Sara Whitfield. Chairman Michelle Kropf had an excused absence. Also in attendance was City Planner Jessica Pelz. City Administrator Rob Daykin arrived later for the meeting and sat in the audience.

Audience members included Myrna Miller of 941 SW Alder Street, Jeff and Kathleen Husvar of 280 SE 10<sup>th</sup> Street, and Isaiah and Rachele Lane of 960 SE Maple Street.

## **II. Approval of Minutes from Previous Meeting(s)**

It was moved and seconded to approve the March 16, 2016 minutes. Motions passed unanimously.

## **III. Public Comment**

There were no general comments from the audience members present, however many of them expressed confusion about whether they needed to speak since it was unclear whether the hearing had to do with them. The statements referred to the Measure 56 notice that was sent and a lack of understanding about what it meant for them. Planner Pelz stated that she would address the concerns once the hearing had been opened.

## **VI. Public Hearings**

### **City of Dundee, LURA 16-06, Industrial Design Standards**

#### **1. Objections to Notice**

Vice-Chairman Stoller read the Statement of Interest into record.

#### **2. Declarations of Ex-Parte, Bias, or Conflict of Interest**

There were no declarations.

### **3. Objections to Jurisdiction**

There were no objections to jurisdiction.

### **4. Staff Report**

Planner Pelz addressed the Commission and audience and gave a background about the Measure 56 notice, explaining that there is a state law that requires jurisdictions to mail notice if new regulations may affect property. She then gave a summary of the proposed changes and read the staff report into record.

There was a question from the Commission about how this would affect residential uses in the Light Industrial zone. Planner Pelz explained that the residential uses were pre-existing, non-conforming uses so the action did not "per se" apply to them-- it was mostly geared toward new Light Industrial development.

A question was asked from the audience about what would happen in the event of a fire and whether they would be able to rebuild. The code was consulted and it was answered that they would have one year to rebuild to keep their non-conforming use.

There was a question from the Commission regarding whether there was a regulation disallowing the stacking of materials so that they didn't exceed the 8-foot fence height buffer. Planner Pelz responded no, there wasn't anything in the proposal that prevented them from stacking higher than 8-feet. There was a question about whether there was a reason for the 8-foot height limitation. Planner Pelz responded that it was from building code; that once a fence exceeded a certain height it became a wall.

Vice-Chairman Stoller opened the public testimony portion of the hearing.

### **5. General Testimony**

Myrna Miller asked if existing development would be required to be brought into compliance. Planner Pelz read the applicability statement into record, summarizing that the standards would apply to anything needing site design review; basically, anything existing exists. The Commission questioned what the threshold was to require compliance (a site design review). Planner Pelz responded that it would be triggered with a change of use that affects parking or traffic; addition or remodel affecting 25% of the building or more; or any new development.

There was a question about how much needed to be brought in to compliance if only 25% of the building was being remodeled. Planner Pelz stated that it depended on the project.

There was a question about the land use process. Planner Pelz informed the Commission of the process from application to decision.

Public testimony closed.

### **6. Deliberation**

Vice-Chairman Stoller referenced fence standards and asked where, and why, barbed wire was allowed in the public zones. Planner Pelz responded that it would be seen mostly where public infrastructure needed to be protected, such as the Wastewater Treatment Plant.

There was a question about "opaque" fencing and what that meant. Planner Pelz answered that opaque meant solid and that it was up to the developer about what material could be used that would be conforming.

It was moved and seconded to approve the Order of recommendation, recommending that City Council approve and adopt the revised Light Industrial Design Standards. Motion passed unanimously.

Planner Pelz advised the Commission that the City Council hearing would be held June 21.

#### V. Planning Issues from Commission Members.

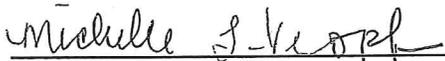
Conversation and concerns were as followed:

- 1) The missing school zone sign when headed northbound on Highway 99W. It was noted that the "end school zone" sign was missing as well.
- 2) ODOT and the Highway 99W sidewalk project. CA Daykin noted that the biggest hurdle now was obtaining funding.
- 3) The possibility of obtaining a grant for the Riverside District Code work. The Commission stated that staff should move forward with obtaining grant funding and recognized this meant waiting until July 2017 to begin drafting language.

Planner Pelz informed the Commission that the next meeting would be training on the development process.

#### VI. Adjournment

It was moved and seconded to adjourn the meeting. Motion carries, unanimously.

  
\_\_\_\_\_  
Francisco Stoller, Vice-Chairman  
Michelle Kropp, Chairman

ATTEST:

  
\_\_\_\_\_  
Melody Osborne, Planning Secretary



**CITY OF DUNDEE**  
**ORDINANCE NO. 547-2016**

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**AN ORDINANCE AMENDING THE DUNDEE DEVELOPMENT CODE TO ADD  
DESIGN STANDARDS FOR INDUSTRIAL DEVELOPMENT**

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**WHEREAS**, the intent of the proposed industrial design standards is to create attractive employment areas within the community by having standards for the building design and site design, including landscaping, buffering and screening, outdoor storage and loading areas, and the aesthetics of the building wall itself.

**WHEREAS**, the proposed amendments would create a new Dundee Development Code section 17.202.070 Site and Building Design Standards in Industrial Zones, and would also amend several existing code sections, including 17.202.050 Fence Standards, 17.302.050 Minimum Landscape Area, and 17.302.060 Screening And Buffering.

**WHEREAS**, the Planning Commission held workshops to discuss the regulations and proposed amendments on November 18, 2015 and again on March 16, 2016. The Planning Commission held a public hearing to consider the proposed Development Code amendments and adopted an Order of Recommendation to the City Council on May 18, 2016. The Dundee City Council held a public hearing on June 21, 2016, to consider the proposed Development Code amendments.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUNDEE HEREBY ORDAINS:**

1. The Dundee Development Code is hereby amended as follows. The following language will be included in the Development Code as shown. Proposed additions to the Code are shown as underlined, deletions are shown as ~~strikethrough~~.

**17.202.070 Site and building design standards in industrial zones.** (proposed new code section)  
The following standards apply to all development in the LI zone that is subject to site design review per chapter 17.402.

A. Building design. The intent of these standards is to create attractive employment areas within Dundee.

1. Architectural variation shall be provided for any wall facing a public street in order to break up the building mass. All walls facing a public street must have at least two of the following features; each feature must comprise at least 10% of the wall area.
  - a. Contrasting building colors;
  - b. Contrasting wall textures;
  - c. Changes in building materials;
  - d. Any of the following architectural features: awnings; columns; windows; arches; decorative relief, at least one inch in depth; pitched roof; other, as approved by the planning official.

2. Walls facing a public street must be constructed of one or more of the following building materials:
    - a. Brick or masonry;
    - b. Concrete or concrete block;
    - c. Wood or wood composite;
    - d. Architectural metal, provided the metal does not comprise more than 70% of the building wall facing the public street;
    - e. Stucco;
    - f. Other, as approved by the planning official.
  3. The main building entrance shall face a public street.
- B. Loading areas, outdoor storage, and trash enclosures.
1. Areas used for trash collection or compaction, parking of trucks or trailers, and loading areas shall be located to the rear or side of the main building, to minimize the view of these areas from the public street. Where it is not possible to locate these facilities on a non-street building side, these facilities shall be screened from public view by landscaping or an opaque fence.
    - a. The planning official may approve a loading area adjacent to the public right-of-way where loading operations are: a. short in duration (i.e. less than one hour); b. infrequent (i.e. less than three per day); c. would not obstruct traffic during peak traffic hours (morning and evening); d. would not interfere with emergency response services or pedestrian facilities.
  2. Areas used for outdoor storage shall not be located between a front building wall and a public street. Front building walls are defined as being where the main entrance to the building is located. Outdoor storage areas must be screened by an opaque fence or wall.
  3. Where a trash enclosure is required, the enclosure shall be composed of an opaque fence or freestanding masonry wall, with a gate. Gates need not be entirely opaque, but must include some elements to help screen the contents of the enclosure from view.
- C. Setbacks. Buildings within the industrial zone must be setback a minimum of 10 feet from property lines adjacent to a public street, and 20 feet from property lines adjacent to a residential zone. The area within the required setback adjacent to a public street must be entirely landscaped.
- D. Landscaping. Landscaping shall be used to create an attractive streetscape along property frontages. Landscaping within the front setback, between a building and the public street, shall include trees and a mix of shrubs, living groundcover, other appropriate plants, and grass, and may also include benches, sculptures, and stormwater management features such as rain gardens and bioswales. Landscaping used to meet the 10% requirement shall be visible from the public right-of-way.
- E. Walkway. A walkway shall be provided from the main building entrance to the nearest public sidewalk. The walkway shall be a minimum of 5 feet wide, and clearly delineated by the use of striping or contrasting paving materials, such as concrete or pavers. The walkway must be ADA compliant.

**17.202.050 Fence standards.** (proposed edits: deletions shown in ~~strikethrough~~, additions shown in underline)

A. General Standards.

1. Fences and walls shall not be constructed of nor contain any material that could cause bodily harm, such as barbed wire, broken glass, spikes, electric or any other hazardous or dangerous materials; this includes link fencing with barbed ends at the top or sides; except that fences topped with barbed wire are allowed in ~~industrial, agricultural, and public zones.~~

7. In the LI zone, fences taller than six feet in height shall not be chain link. Fences over six feet in height shall be screened by a sight obscuring hedge.

B. Fence Heights in ~~Residential and Commercial Zones.~~

7. In the LI zone, fences shall not exceed eight-feet tall, except where used for outdoor storage areas that are not adjacent to a public right-of-way.

**17.302.050 Minimum landscape area.** (proposed edits: deletions shown in ~~strikethrough~~, additions shown in underline)

The minimum area requirements are as follows:

A. ~~C, and~~ CBD, LI, and P Zones.

1. In the CBD, LI, and P zones, a minimum of 10 percent of the gross lot area shall be landscaped.

2. In the C zone, a minimum of 15 percent of the gross lot area shall be landscaped.

5. The required landscape area for all zones must be visible from the public right-of-way.

~~C. LI and P Zones. A minimum of six ~~ten~~ percent of the gross lot area shall be landscaped. Within the LI zone, the required landscaping can be in conjunction with the parking lot landscaping requirements.~~

**17.302.060 Screening and buffering.** (proposed edits: deletions shown in ~~strikethrough~~, additions shown in underline)

A. Required Screening. Screening shall be used to eliminate or reduce the visual impacts of the uses in subsections (A)(1) through (6) of this section:

1. Commercial and industrial uses when abutting residential uses;

2. Industrial uses when abutting commercial uses;

3. Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas;

4. Outdoor storage areas;

5. At- and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners;

6. Rooftop mechanical equipment;

67. Any other area or use as required by this code.

C. Parking Lot Landscaping and Screening Standards. All new parking lots or expansions of existing parking lots, which for purposes of this section include areas of vehicle maneuvering, parking, and loading, shall be landscaped and screened as follows:

1. Screening Required. Parking lots shall be screened adjacent to lot lines as follows:

a. Any parking area for a use other than single family that is adjacent to an R-1 or R-2 district shall be screened by a five-foot landscaped strip. Where screening is required between zones, the screening shall be incorporated into the required buffer strip, and shall not be an additional requirement.

b. Any parking area within a commercial zone for a use other than single family that is within 20 feet of a public right-of-way shall be screened by a five-foot landscaped strip.

a. Any parking area or drive aisle adjacent to an interior lot line shall be screened by a five-foot landscaped strip. Where the parking area is located adjacent to an R-1 or R-2 zoning district, the landscaped strip shall also include an opaque fence to block light trespass from headlights onto adjacent properties. Where additional screening is required between zones, the screening shall be incorporated into the required buffer strip, and shall not be an additional requirement.

b. Any parking area adjacent to a front lot line along a public right-of-way shall be screened by a ten-foot landscaped strip.

2. The findings in support of these amendments, as shown in the attached Exhibit "A", are hereby adopted and by this reference incorporated.

3. This ordinance shall take effect on July 21, 2016, thirty days after its enactment.

**ADOPTED by the Dundee City Council this 21<sup>st</sup> day of June, 2016**

**Approved:**

\_\_\_\_\_  
David Russ, *Mayor*

**Attest:**

\_\_\_\_\_  
Rob Daykin, *City Administrator/Recorder*

## **Exhibit “A”: Findings (LURA 16-06 – Industrial Design Standards)**

*Amendments are required to be consistent with all applicable local and state laws including the Dundee Comprehensive Plan and Statewide Planning Goals.*

### ***Dundee Comprehensive Plan***

***Economy. Goal: To maintain a level of economic development adequate to meet public need.***

***Objective (2): To assure that commercial and industrial developments preserve and enhance the aesthetic character and livability of Dundee.***

**Finding:** The Development Code amendments would add design standards for industrial businesses. The new design standards would help Dundee preserve and enhance the aesthetic character and livability of Dundee by creating attractive new developments, which in turn can help spur new investment and reinvestment within the city.

### ***Statewide Planning Goals***

***Goal 9: Economic Development (OAR 660-015-0000(9)) – To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon’s citizens.***

**Finding:** Dundee provides industrial land for a variety of economic development opportunities within the city. The proposed Code amendments would increase the aesthetic appeal of new industrial developments in Dundee, which in turn could draw more new investment, potentially creating new economic development opportunities for the city.



**CITY COUNCIL MEETING  
TABLE OF CONTENTS FOR MINUTES  
June 7, 2016**

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**City of Dundee**  
**City Council Meeting Minutes**  
**June 7, 2016**

**Call to Order**

Mayor Russ called the meeting to order at 7:02 P.M.

**Council and Staff Attendance**

Present: Mayor David Russ, Councilors Storr Nelson, Kristen Svicarovich, Tim Weaver (arrived at 7:30), Doug Pugsley, and Ted Crawford. Excused absence: Jeannette Adlong. Staff members: Rob Daykin, City Administrator; Shelby Rihala, City Attorney; Greg Reid, City Engineer.

**Public Attendance**

Dave Huber, Waste Management; Michael Humm, Kennedy/Jenks Consultants; Mark Cullington, Kennedy/Jenks Consultants; Tony Snyder, Oregon Department of Transportation; Jeff Twenge.

**Agenda Changes**

There are no amendments to the agenda.

**Public Hearing: Budget for Fiscal Year 2016-2017**

Mayor Russ called the hearing to order at 7:04 P.M. to consider the budget for the fiscal year 2016-2017.

**Staff Report:**

Included in the agenda packets is a copy of the notice that was placed in the newspaper for the public hearing, as well as the budget document which includes the portion approved by the budget committee. C.A. Daykin reviewed each of the nine issues that have come up since the budget approval on May 4, 2016. These items are detailed on C.A. Daykin's report dated May 31, 2016.

**Public Input:**

None.

**Questions from Council:**

C. Crawford expressed concerns regarding the marijuana tax revenue estimate, and suggested that similar to the wine industry, tourism over the summer months will most certainly result in increased tax revenue. Mayor Russ reported that he received a call from Tom Burns of Chalice Farms. Mr. Burns indicated that they are seeing approximately equal foot traffic through their door as previously, but that those shoppers are not purchasing from them and are choosing to go elsewhere due to the higher 10% tax in Dundee. Mr. Burns also expressed concern about being able to continue to operate his business under the current tax structure, and that they may have to leave Dundee if the tax couldn't be brought in line with the state approved amount. C. Crawford inquired whether the revised budget estimate was based just off of continuing the trend of lower tax revenues. C.A. Daykin affirmed it is based on recent returns. Crawford maintains that he feels there will be an increase because tourists are not as price sensitive as the everyday consumer.

C. Crawford inquired as to why the savings of \$12,000 on debt service was chosen to put into the overlay project, and wonders if that money could be used instead for the TE project. C.A. Daykin explained it could be included in either account, although he suggested the overlay program

because over the years the costs of overlays have increased beyond what we anticipated 3-4 years ago when the original loan was taken out.

C. Crawford inquired about the possibility of using \$2500 from the tourism fund toward the lobbying effort for additional funds to do improvements to the highway that would facilitate visitors getting to Dundee. City Attorney Rihala inquires whether this is transient lodging tax. C.A. Daykin confirms that it is indeed the tourism promotion component (70%) of the transient lodging tax. C.A. Rihala explained that she hasn't taken a look at that question before but will do so, although she believes it to be fine. Mayor Russ stated that the belief is that the completion of the bypass would have a significant effect on the quality and business operations in Dundee, which would affect tourism. C. Crawford stated that at a recent Yamhill County Parkway meeting where they were asking for additional funding, he proposed the idea of using tourism tax revenue which seemed well received. Discussion ensued about the bypass project as it relates to the lobbyists, and the projected flow of traffic and its effects on the City of Dundee. The consensus was that the Council wishes to move forward with doubling the lobbying effort, barring any kind of concerns that the City Attorney may raise, out of the tourism fund budget.

#### **Deliberations:**

C. Crawford states that he feels the TE project needs additional funding, and feels money slated for the overlay project should be given to the TE project. Mayor Russ agreed with this and C.A. Daykin made note of that adjustment.

C.A. Daykin initiated discussion regarding the Façade Improvement Program. He explained that it is likely that more of the program costs will carry over to the next fiscal year than anticipated in the approved budget. Daykin indicated that if we do go over that amount and there is a need to adjust the budget, it could be done either as a supplemental or as a transfer at minimal cost to the City.

The hearing was closed at 7:24 P.M.

#### **Public Comment**

None.

#### **Consent Agenda**

**The motion** was made and seconded to approve Consent Agenda items 6.1 City Council Minutes, May 17, 2016 and 6.2 Financial Report Ending April 30, 2016. **The motion** passed unanimously

#### **Old Business**

##### **Biosolids Plan Options**

Michael Humm and Mark Cullington, consultants from Kennedy/Jenks, reviewed the 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). A copy of the draft TM from Kennedy/Jenks consultants, dated June 2, 2016, was provided to the Council in the meeting agenda packet (pages 95-112). Humm reviewed the City's present sewage process, including explanation of the current process of waste solids in the faculty of sludge lagoon (FSL). Only the South FSL has received waste solids since the inception of the plant in 2012, allowing the City to use the North FSL as an equalization storage tank during high influent flow events. Humm explained that as part of their process they took a look at the historical wasting rate. The daily amount of sludge wasting fluctuates depending upon the amount of influent loading, or flow. He makes specific mention of the fact there is high influent loading

generated towards the end of the year during local winery industry's crush period. During these periods of higher influx, more waste is then subsequently added to the lagoon as well, which takes some time to equalize back down. Although the rate at which the waste is discharged into the lagoons can be adjusted each day, this can only be done at 10% daily increments due to the fact that the biological process doesn't respond well to a lot of quick change. Humm explained that although fluctuations are to be expected, they are a little bit higher than expected, and they are looking into how that may affect the frequency of the biosolids disposal out of the lagoons. Depending on the results of their findings, they may be able to report back what may be able to be done to address potentially more frequent disposal.

Humm reports that late last summer the plant took five sludge samples. Analytical testing of the biosolids as well as a depth measurement provided a benchmark for quality and quantity of the sludge. This information is useful to help inform them of how much material they are working with and what kind of application rate they could be looking at. Humm discussed the capacity of the lagoons (see Figure 3 on page 101), and also shared information from the data collected from the sludge samples. Some good news is that the two benchmarks for what are required to meet a Class B biosolid (which the plant is designed to meet), fecal coliform and the 40 day bench test, both were under the required thresholds. There were some questions or curious nature of the results, however, due to the consistency among the fecal coliform. Humm indicates they'd expect it to be more varied. Because of these findings, Humm reports they are recommending another data set be taken. This will also provide an opportunity to evaluate for nitrogen content which drives at what the solids application rate can be. Mayor Russ and C. Crawford inquire whether the wine makers' solids could be a factor in this. C. Nelson further inquired whether it is a function of how well the plant is working, or is it a dilution factor with the amount of non-fecal/organic material in there. Humm responded that it could be a combination of both.

C. Crawford inquired about pretreatment programs used by local wineries. C.A. Daykin responded that there has been no change in the method of how the wine waste comes to the city. The largest winery, 12<sup>th</sup> & Maple Wine Co., is the only one with a pretreatment program. Mayor Russ suggested the possibility of adding some rules or additional fees to the winemakers. C.A. Daykin responded that the City will be looking at what role the winemakers play in this issue, what impacts the plant, what things can be done to mitigate those impacts to the plant, and whether or not there is a cost that would have to be reflected. Humm advised that knowing projected metrics on winery growth would be an important piece of information to them; C.A. Daykin and Humm will discuss this at a future time. M. Russ recalls a prior conversation a year or two ago regarding potentially charging them or forcing them to do some pretreatment. City Engineer Reid indicates that he has the proposed monitoring plan from K/J and wishes to go over it with the city administrator prior to its implementation.

Two methods for removing biosolids were discussed. First, a lagoon dredging process was discussed. In this process a boat with some kind of a vacuum or suction pump on it is deployed in areas where you want to maintain that water cap, or only want to grab the sludge off the bottom. It's typically used when you will be dewatering solids and trying to minimize how much water you are handling. The other option to remove solids is more of an agitation or stirring method. In this method the water cap is drawn down as close as possible to the solids, stir up all of the contents into a slurry mix, and then pump everything out. This option is usually used when odor is not as much of a concern, or when you are liquid hauling, and does not require dewatering.

Humm discussed the two general methods of biosolids disposal, land application and disposal at a qualified landfill. Beneficial use (land application of biosolids on DEQ authorized sites) is the method most preferred by DEQ. A biosolids management plan (BMP) is required in both

methods. The beneficial use site must be approved by the DEQ, and has a site authorization component. Humm indicates that based on the high nitrogen content of the samples, the application rate of biosolids is approximately 2.14 dry tons (DT) per acre, which Humm reports is on the low side of typical application rates of 3-5 DT per acre. Discussion ensued on calculating the amount of sludge, collecting samples and testing of the sludge, and costs related to removal and disposal based on the DT per acre calculation. Cullington reports that a contractor will charge per gallon that they remove from the lagoons, not per dry ton they lay. Humm indicates that the BMP landfill requirements are that the material must pass a paint filter test, which helps determine if there is free liquid in the product. Humm goes on to explain that this means that the product needs to be dewatered before taken it to the landfill. This process adds a handling and a process step prior to disposal which therefore increases the cost substantially.

Humm reports that they looked at land application at a local farm site and also the acreage available at the waste water treatment plant (WWTP). An important factor in using the land application option includes the ability to find land in close proximity to the City due to the cost of the haul. Humm reports that if the site is closer than 20 miles, it is typically better to liquid apply; if you are beyond 20 miles it becomes cost effective to dewater. Humm reports that they were able to locate a local farm within the 20 mile radius from WWTP, as well as a hauler and land applier who has that land secured. That vendor has provided a quote for the stir-in-place method as well as the liquid application (see Table 3 Alternative 1: Land Application Summary of Costs on page 107). Humm goes on to report that the application period is from June to September. The plan would be to contract with this hauler, to try to lock them in both in terms of a disposal site as well as a possible long-term contract set-up that would provide the City assurance of where they are going with their biosolids. Humm next reviewed the costs reflected on Table 3 (page 107). He noted that the quoted price of 5 cents per gallon is half of the price of the seed sludge they were hauling from McMinnville into the plant, thus a great price.

Humm reports that they also looked at the ability to apply for a site at the WWTP. There are about 9 acres in the footprint of half of Lagoon 1 and Lagoon 2 that were decommissioned; approximately 8 acres would be available for use after setbacks. Upon looking into this option, they looked at City owned stirring equipment and dredging equipment, pretty expensive initial capital costs. Humm explained that City plant lands are only able to take about 20% of the solids that are annually produced, so there is still a continuing need to haul off the majority of the solids. With this option there is some cost reduction, but an investment in the City owned equipment. One nuance that has been discussed through this draft report is to potentially have the hauler apply on-site, and then take the bulk of it off-site. This option may reduce the 5 cent per gallon cost some for the application on-site, but would increase the administrative reporting fee since there would be two sites involved. Humm indicates that it is easy to include this in the BMP as an option, and also easy to complete a second site authorization. C. Nelson inquired about whether or not ODOT takes any biosolids. Humm indicated that they had an initial meeting with ODOT at which time they were open to the idea. Upon discussing the details of what the access in and out of the bypass entailed, the idea was less appealing and the available acreage was pretty small. He indicates the option wasn't further pursued.

Humm next discussed the landfill application option for biosolids disposal. This process involves dewatering the material as it's pulled out of the lagoon. The costs go up exorbitantly when the site location is beyond the 20 mile radius area. The removal cost quoted (Table 4: Alternative 2: Landfill Disposal Summary of Costs, page 108) includes dredging and onsite dewatering which is very expensive.

Next Humm reviewed net present value of the 20-year lifecycle cost analysis (Table 5, page 108), which showed that by far the land application is most favorable. Humm then briefly reviewed some of the important cost factors in the previously mentioned details.

Mayor Russ inquired about the capital costs of the City purchasing equipment in alternative IB (land application) option. Humm confirmed this option does include the cost of the City owned equipment, and suggested potentially discussing this option further with the hauler to see if initial loads could be first applied to the 8 acre parcel, with the remaining loads to be taken off-site, an idea first suggested by C.A. Daykin. This could potentially be a more cost-effective method; however, there are some unanswered questions regarding specific details of this option. Humm stated he will include this option (including costs) for his final report.

Mayor Russ inquired about the size of land needed if the City potentially wanted to purchase its own land to apply on; M. Russ suggested a 100-acre parcel would likely be needed. M. Cullington confirmed that it would need to be at least that large. Humm confirmed that the farm presently secured is 300 acres. Cullington further explains that in alternative 1A (local farm location), the City would have actual control of the land application site. He indicated that this is part of the permit, not just a one-time use, and would be available for the contractor to use if the City needed to land-apply periodically. Cullington informed the Council that although there is an agreement with the farmer, the City's biosolids would have precedence on that site. M. Russ inquired about the terms of the land use with this option. Cullington replied that it is dependent on the farmer and what their needs may be, but recommends holding the site for a five-year period. Cullington explained that the term limits can vary, and that he has seen them vary from 1 year to as many as 20 years. He added that hundreds of sites in Oregon have gone through this process and that many options are available, possibly with renewal options included as well.

C. Nelson inquired about how the City of Newberg handles their biosolids. Humm explained that they compost it by taking approximately 3 parts sawdust and 1 part biosolids and composting it in an industrial vessel system. Cullington goes on to explain the process in more detail. C. Nelson inquired about whether this might be an option for the City of Dundee. Humm reported that they did look at a digester option on the solid side during the facility plan and indicates they found the lagoons to be by far a more cost-effective option. Humm further discussed the details of their investigation into that option.

Mayor Russ pointed out that in option 1B, the cost of staff time is not figured into their cost analysis of the equipment. Humm confirmed this and advised that the figure shown is a first-year capital expenditure only.

Mayor Russ inquired about what options may be available to us given the present conditions of the mix at our facility, including the contributions of material from the wineries, and the fact that our test results are indicative that some our mix is ready now. Russ notes that we are nearly reaching the compost point just by our natural mix. Cullington explained that this is not allowable by the regulations as there are processes that are defined by the federal government. Cullington explained further that we would need to have the equipment and facilities to go about developing what is called a "Class A program", which costs hundreds of thousands of dollars in capital.

Mr. Humm summarized their findings including the good news that they believe the sludge quality to be better than expected, although they are recommending additional sampling. Humm reports that they would like to target next summer for a removal. In the meantime, they would complete the BMP and the site authorization for the farm they have identified. He stated they could add the treatment plant site as an option as well, although he would first like to understand

better what those costs are if the hauler were to provide them before providing a recommendation to incorporate that. The BMP goes through a DEQ review process and then a 30 day public comment period. Humm recommended starting discussions with the hauler and vendor to develop that relationship and that contract. Mayor Russ notes that it would be a good idea to secure sooner than later in case others were interested in that site. C. Pugsley inquired about whether the current City sewer rates reflect these additional costs since this was part of the original plan. C.A. Daykin confirms this to be true. Humm stated that he would like to look at the winery contribution and also understand what the expected growth in that industry is to see how that would play out at the plant. He shared that he would like to make sure that wouldn't be displacing the solids production that was targeted for residential growth. Cullington noted that securing a land application site within the 20-mile radius is not all that common.

C. Crawford inquired about whether discussions have ensued with the wineries to determine what their expected production is. C.A. Daykin explained that Kenndy/Jenks was asked to help set them up on a pretreatment program, or at least a program to monitor and report what they are doing. C.A. Daykin reports this is being worked on presently for all of the wineries. City Engineer Reid indicated that he recently met with and toured the 12<sup>th</sup> & Maple Wine Co. He stated that they are planning to expand the non-treated facility and increase all of their tanks. C. Crawford noted that he believes last year the Wine Press noted 12<sup>th</sup> & Maple Wine Co. to be the biggest winery in the state.

#### **Resolution No. 2016-09, Solid Waste Rates**

**The motion** was made and seconded to approve Resolution No. 2016-09, adopting solid waste and recycling service rates for Waste Management of Oregon, Inc. effective July 1, 2016. **The motion** passed unanimously.

#### **TE Sidewalk/Streetscape Project Update**

City Engineer Reid reported that at this time we are seeing a significant increase in the overall cost of our phase of the project primarily due to the ADA requirements adding significant work tied to the highway preservation component that will occur in the second phase. Reid notes that all existing ramps have to be rebuilt, storm drainage to accommodate the new ADA ramps redone, and most curbs have to be replaced to accommodate crosswalks for ADA. Reid reports that this results in about \$900,000 of preservation related work in Phase 1 that is the responsibility of ODOT. This will require a new IGA between the City and ODOT to ensure we have the resources to complete Phase 1. Reid stated that Tony Snyder, ODOT Project Manager, is trying to get additional funds on our behalf, and that he doesn't believe it will require more City match on our part. Reid further noted that the same thing has happened for Phase 2; that part of the project designed and constructed under ODOT's direction. Reid reported other increases in the estimates are due to increased construction costs. He stated that apparently the estimated assessments from the LID component of both phases will offset any local match to additional grant sources. Reid also noted other improvements being funded by City utility revenues also increased in cost. The sanitary sewer improvements went up about \$27,000 to extend new services at 10<sup>th</sup> and 11<sup>th</sup>, and the water improvements have increased up to about \$400,000 (from approximately \$200,000) due to additional work being formed and some inflation, and possibly a quantity error in the old estimate.

Reid reported that another concern is regarding the underground work. The cost to install conduits for future undergrounding of the franchise utilities is now estimated at about \$250,000 based on recent experience with the Tenth Street project. Reid shared that he is also working with Comcast to have them provide the vaults for Phase 1 and complete undergrounding of their overhead utilities. Reid explained that their understanding was that the City of Dundee would provide for the conduit in our phase as well as ODOT's phase, which is not what we indicated in

a letter sent to Comcast earlier this year. Reid states that we agreed to provide conduit in our phase, while Comcast was to complete the portion for the ODOT phase. He reports that they now are in agreement that they will provide the vaults for us and we'll install them, but they want us to provide all conduits to facilitate undergrounding for the project as a way to be partners in the cost of the project. C.A. Daykin stated Comcast noted the cost of undergrounding, estimated at \$185,000 is based on the conduit being provided by the City. Comcast indicated that while this is a large financial commitment and they are willing to be partners for this project, but requiring a much larger financial commitment may result in retraction of their willingness to participate. Reid explained that installation of conduit under the sidewalk in our phase of work is critical since there is not sufficient right of way, which is the part the City indicated it would pay for. Outside in the ODOT areas the right of way area is wider, making it easier and more cost-effective to install the Comcast infrastructure. C. Crawford inquired whether discussions have ensued with Frontier. Reid responds that he had some conversation with them, and Tess Fields from Comcast indicates Frontier has reached out to them and Frontier is willing to participate as well, although we have not heard at what level.

Tony Snyder, ODOT reported to the Council regarding why and how the ADA requirements have changed. Snyder gave many examples of how this is affecting work they are completing, including repair work which may have previously been deemed exempt from ADA improvements. Snyder reports that the City received \$1.7 million for the TE project for sidewalks and other related improvements. Snyder reports that he took \$1.6 million from the highway preservation project that went from McDougall junction to Newberg and added it to the \$1.7 million, bringing the total ODOT funding to about \$3.2 million. Snyder reports that now City limit to City limit is to be completed with the sidewalk improvements with additional funding by the City through property assessments. Snyder reported that the total funding requirement for the City and ODOT is \$5.8 million (City limit to City limit), not including other City contributions to the project. Snyder also reported that he recently submitted a request for an additional \$2.6 million. Mayor Russ expressed concerns about the funding and inquired when the funds will be available. Snyder stated that as soon as they have an assurance that the \$900,000 needed for Phase 1 will be funded, he can then get the IGA written. As soon as this is complete, the City can move forward with the work. Snyder is hopeful he will know if the funds are in place in the next couple of weeks so he can then begin the IGA process. M. Russ expressed concern about the timeline for the project, and options for the City to potentially begin this process sooner were discussed. Snyder noted that this has been a complicated process of financing with changing rules and regulations and is sympathetic to the time this has taken, but pointed out that although there have been some increases in utility costs for the City, thus far the amount of money being matched for the \$1.7 million TE fund program hasn't really gone up much at all, it's just taken more time. Reid notes that the funds Snyder is trying to obtain on our behalf will also cover the costs of the parallel storm water pipe from Seventh Street past the fire station (instead of Reid's proposed equal sharing of costs) as well as the 36" storm pipe from Eleventh to Twelfth Street.

Snyder stated that the project will take over a year to complete. He noted that while funds are available for many aspects of the project, no money is available for fixing and repairing the underground storm drain infrastructure that is 50-70 years old. And although this cannot be ignored, along with the ADA regulations, the concern is how it will be paid for. Snyder assured the Council that he is putting the City of Dundee ahead of other projects. Mayor Russ expressed concerns that time is of the essence with getting things going on the project. Conversation ensued regarding specific details of the project, and Snyder indicates he expects Phase 2 work to begin in the middle of the wintertime. C. Svicarovich inquired about the present schedule and Snyder replied that he is at DAP, design acceptance package, on the project, but additional work on refining the design is pending on additional funding. M. Russ inquired about a date in which

he should step into the process to help. Snyder indicates that Tim Potter is on vacation for the next three weeks, but upon his return a decision should be made on the funding. If the funding is there, he will let C.A. Daykin know so that work can be done on the IGA. Snyder also indicates that he should be able to start up the design process again almost immediately.

City Engineer Reid revisited the traffic control issue. Reid proposed doing a 2-lane diversion where one of the outside lanes would be taken away, work one side of the street, divert the traffic into the middle lane, and the other lane would stay as it is (we would lose the left turn lane). Reid advised he had discussed with Tony the option of allowing left turns at the main intersections of Seventh Street and Ninth Street, but restricting left turns to businesses within the work zone otherwise. The idea of leaving the diversions in place continuously was also discussed in an effort to save time on set up/tear down. The consensus was that while the businesses along the construction route will likely not be satisfied with this plan during their phase of work, this may be the most effective way to improve our City. Although Reid has not yet worked out a detailed timeline, he estimates the work requiring diversions to begin in approximately November. Snyder also points out that the City will likely get less expensive bids for work during the winter months when companies are less busy, as opposed to the summer months when work is abundant. Reid estimated that a diversion would likely be in place for a month to complete a block. He also noted that the main intersections would be completed first as night work. Conversation ensued regarding possible scheduling options for the remaining phases of the project. Reid pointed out that night work is typically less efficient and more costly, and that he will be looking at ways to keep the impact to traffic and local businesses as much of a minimum as possible. The unique traffic patterns in the City of Dundee were discussed, and Snyder reassured the Council that they will do their best to carefully monitor the traffic patterns and plan accordingly.

## **New Business**

### **Sewer Easement Revision**

City Engineer Reid reported that Jeff Twenge submitted an application for partition of his property at 720 SE Parks into two parcels, and would like to construct a new home on one of the parcels. This portion has an easement that was established through a street vacation. The easement is 30 feet wide with one sewer line in it. The owner has asked to reduce the easement to accommodate the development and improve the ability to put the new structure on the second half of the property next to the easement. The owner originally asked for a 10 foot reduction, and Reid responded with a 5 foot reduction so access to the line could still be maintained. The owners were able to adjust their site plan to make it work for them. In exchange for the reduction in the easement, the City has asked for some compensation in giving that up. The City would like the sewer main (which we have not scoped) to be video inspected. Twenge has offered an additional \$1,500 to support any repairs that might be needed to that line in addition to the video inspection. The details of the request were reviewed further (as also noted on the Sewer Easement Revision report included on page 121 of the agenda packet). Property owner Jeff Twenge was present and further explained his proposal to the Council. C.A. Daykin advised that an inspection of the sewer line would be useful in confirming that everything is working well. **The motion** was made and seconded to approve the preparation of an amendment to City Ordinance No. 241 reducing the easement five feet as requested by owner, 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 \$1500 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. **The motion** passed unanimously.

### **Water/Sewer Bill Appeal**

C.A. Daykin provided the Council with an additional Meter Reads/Consumption History insert for the agenda packet. Information regarding this is also contained in the report dated May 31, 2016 on page 127 of the agenda packet. Mayor Russ requested the additional information regarding the amount of recorded water and expressed concerned about the possibility of a flaw in the meter which doesn't appear to be the case. C.A. Daykin confirms that there was a verified leak confirmed related to the December 2014 meter read. The very high, unexplained water use for January 2016 was not confirmed to be a leak. Similar events have only rarely happened in the past where there is no explanation for the high volume of water recorded, then returning to a normal level. C.A. Daykin explained that under the current policy if a leak was determined to be going into the sewer system, then it is not eligible for a sewer leak credit. In prior occasions when the Council finds this does not appear to be the case, a sewer credit is provided, but not a water credit. **The motion** was made and seconded to approve the eligible credit of \$268.11 for the sewer leak adjustment for 740 SE 10<sup>th</sup> Street. **The motion** passed unanimously.

### **Resolution No. 2016-10, May 17 Election Results**

**The motion** was made and seconded to approve 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. **The motion** passed unanimously.

### **Ordinance No. 546-2016, Urban Renewal Agency**

C.A. Daykin explained that the purpose of this is to activate an urban renewal agency for the City of Dundee. C.A. Daykin reviewed the details of the ordinance, as noted in the report dated June 1, 2016, on page 131 of the agenda packet. C. Nelson inquired about when public will have a voice in the agency. C.A. Daykin explained that once the ordinance is adopted, and if after 30 days it has not received a petition to subject the ordinance to referendum and the ordinance is validated, then the agency is officially activated. The agency could then pursue the development of a plan. C.A. Daykin goes on to explain than an urban renewal plan has a very detailed process set out by state law in terms of public engagement and the contents of the plan, and at the very minimum include a public hearing for the planning commission and a final hearing and adoption before the City Council. **The motion** was made and seconded to adopt Ordinance No. 546-2016, an ordinance relating to Urban Renewal Agency and amending the Dundee Municipal Code. **The motion** passed unanimously.

As noted in the report, 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.

### **Resolution No. 2016-11, FY 2016-17 Salary Schedule**

**The motion** was made and seconded to adopt Resolution No. 2016-11, FY 2016-17 Salary Schedule. **The motion** passed unanimously

### **Resolution No. 2016-12, State Shared Revenues**

**The motion** was made and seconded to adopt Resolution No. 2016-12, a resolution declaring the city's election to receive state revenues. **The motion** passed unanimously

### **Audit Services Contract**

C.A. Daykin explained that the fee of \$12,625 is in conformance with the proposal that was presented to the City back in 2014. 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. **The motion** was made and seconded 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. **The motion** passed unanimously.

### **Mini Excavator Quotes**

Public Works staff has searched for a used mini excavator within the region, but found units that are offered for sale and meet our requirements do not stay on the market very long. C.A. Daykin explained that regarding the Yanmar VI035 for sale presently, if approved, Chuck Simpson would first travel to the location to inspect the equipment. If there were any concerns found the equipment would not be purchased. C. Nelson inquired about whether the City has a trailer at this time that could be used to haul this equipment. C.A. Daykin responded that a heavy-duty trailer was purchased a few months ago, but he is uncertain if this trailer is able to haul this piece of equipment. Nelson also expressed concerns that the City would need to have a truck that is able to haul both excavator and trailer as well. Nelson further suggested that it should be known where parts are readily available for this particular piece of equipment for ease of repairs and maintenance. C.A. Daykin will discuss these concerns further with Chuck Simpson as he was unable to attending the meeting tonight. Details regarding the excavator were further discussed. **The motion** was made and seconded to accept the quote from Kitsap Tractor & Equipment and authorize Public Works staff to purchase the Yanmar VI035 following inspection of the equipment and verifying parts service availability. **The motion** passed unanimously.

### **Council Concerns and Committee Reports**

C. Crawford discussed the Façade Improvement Program and reports that he spoke with the property owner from the City Center Market. He indicated that he is going to talk to one of his architect friends and come up with some ideas. The property owner indicates that he is in it for the long-term and would like to do some improvements to the building. C. Crawford further indicated that there is approximately \$10,000 in funds available to match, allowing them to do a \$20,000 improvement on that piece of property. C. Crawford added the C.A. Daykin discussed the sidewalk project and proposed fence improvement with Dundee Garden Art owner, Craig Nies, but it appears now the owner will not pursue the façade grant since City Code limits the height of the fence to 4 feet near the street.

C. Crawford expressed concern about a possible residency issue with a member of the Planning Committee who has possibly moved out of Dundee, although this has not been confirmed. Danny Sikkens has a home on Ninth Street. Danny Sikkens is on the Planning Commission and Robin Sikkens is on the Tourism Committee; Robin is filling the resident role according to Committee line-up, so she is required to be a resident. C.A. Daykin reported that the Sikkens have clarified that their home on Ninth Street is now a vacation rental. The Sikkens' have indicated that they still own their own house on Ninth Street, and they stay between there and Newberg, indicating that they stay in the vacation rental when it's not rented. C.A. Daykin indicates that he is awaiting more detailed confirmation of the Sikkens' future plans. A discussion ensued regarding the importance of the issue of residency with regard to the Committees of which the Sikkens' belong. C. Weaver expressed concerns regarding the importance of going through the proper steps of the resignation process so that if they vacate, that they leave in good standing. The consensus by the Committee is that their primary residence should be listed as Dundee in order for them to meet the residency requirements making them eligible to participate on their Committees. C.A. Daykin will contact the Sikkens' to see if they will provide him with a letter of resignation.

## **Mayor's Report**

Mayor Russ indicates that he received a call from Tom Burns of Chalice Farms, expressing his concern that their revenues have dropped considerably because of the higher taxes. M. Russ indicates that Burns indicated they are seeing the same amount of foot traffic that they had previously, but not as many people are buying because they state they can pay less in another town. He goes on to say that Burns suggested that he didn't know if he could continue to operate all of the way to the end of the year at that tax rate. M. Russ feels that they have a strong business. It is mentioned that Tom Burns is not the owner, but is lobbying and representing the store.

Mayor Russ shared that about a week ago members of the Parkway Committee met with Matt Garrett and others from ODOT. The topic was that ODOT is looking at a minimum of about \$12 million savings on the bypass for the Phase 1 as things stand. Part of the agreement was that the funds put in by the various entities would be redistributed from that savings in the proportions that those entities put in. Of the funds that were saved, it was noted that approximately \$6,000 could come back to Dundee. Russ reported that at the meeting, those leaders of the various entities were committed to presenting to our Boards to leave that money on the table, and that they use it to purchase right-of-way to continue the Bypass up to Rex Hill. M. Russ indicates that presently the funds are not in place to construct the highway, but if they purchase that right-of-way this may propel the process of moving forward with that plan. M. Russ indicates that the Willamette Valley Transportation board is sending their recommendation to OTC to support the idea of completing the project up to Rex Hill. Given this information, Matt Garrett is now on board with the idea. M. Russ states that he personally signed a letter yesterday stating his commitment to encourage the Dundee City Council to leave approximately \$6,000 in to help buy right-of-way. M. Russ states that while the \$12 million would help this cause, approximately \$30 million total is needed to purchase the Rex Hill right-of-way. M. Russ is encouraged by all of this new commitment and is in favor of increasing the lobbying effort as discussed earlier in tonight's meeting. He feels that with the bypass becoming completed and additional lobbying, that we should be able to get more federal funds to complete that next phase. M. Russ also feels that the completion of the Rex Hill phase could eventually lead to fixing the fishhook connection at Dundee as well.

## **City Administrator's Report**

C.A. Daykin wishes to discuss the complaints with regard to the helicopter landing in the field near 7<sup>th</sup> Street within Dundee. C.A. Daykin indicates that he briefly spoke with City Attorney Rihala who feels that the best approach to this would likely be a land use regulation. C. Nelson suggested the idea of regulating it whereby rules would be put into place regulating that helicopter wouldn't be allowed to land within 100 feet of a residential structure. Rihala expressed that she was thinking much along those same lines with regard to creating a buffer zone from the residential area. Further concerns regarding the helicopters as well as ideas on regulation were discussed. Consensus was that the Council feels there is an issue here which needs addressed in some manner.

The City/County dinner hosted by the City of Dayton is coming up next week on Thursday, June 16<sup>th</sup> at 6:30pm. Mayor Russ, C. Crawford and C. Svicarovich indicate they will attend. C. Weaver and C. Nelson are unable to attend.

C.A. Daykin advised that the Mayor's position as well as three City Council positions will be up for election in the general election this year. C. Adlong, C. Svicarovich, and C. Weaver's terms end December 31, 2016. Election packets are now available.

C.A. Daykin indicates that City Planner Jessica Pelz sent out another memo to the main stakeholders in the Riverfront Master Plan on June 1, 2016 to let them know that we will be bringing this back to the next Council meeting on June 21.

**Public Comment**

None.

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

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David Russ  
Mayor

Attest:

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Rob Daykin  
City Administrator/Recorder





**City of Dundee**  
Statement of Revenues & Expenditures  
**01-General Fund**  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

\*\*UNAUDITED\*\*

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Taxes	11,235	680,430	592,900	15%	87,530
Franchise Fees	18,387	143,879	143,600	0%	279
Licenses & Permits	2,933	45,840	58,600	-22%	(12,760)
Intergovernmental Revenue	3,901	138,615	157,600	-12%	(18,985)
Charges for Services	17,045	209,493	210,500	0%	(1,007)
Fines & Forfeitures	4,000	56,410	52,000	8%	4,410
Miscellaneous Revenues	429	9,210	5,300	74%	3,910
Total REVENUES	57,930	1,283,879	1,220,500	5%	63,379
<b>EXPENDITURES</b>					
General Govt	22,557	295,841	330,700	11%	34,859
Court	586	16,673	20,700	19%	4,027
Community Development	7,646	78,348	122,200	36%	43,852
Police Services	36,053	432,926	473,300	9%	40,374
Fire Services	24,323	331,902	372,700	11%	40,798
Total EXPENDITURES	91,165	1,155,691	1,319,600	12%	163,909
Excess (deficiency) of Revenue Over Expenditures	(33,236)	128,188	(99,100)	-229%	227,288
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	6,974	83,561	88,300	-5%	(4,739)
Transfers Out	0	(97,000)	(97,000)	0%	0
Other Uses	0	0	0	0%	0
Total OTHER FINANCING SOURCES (USES)	6,974	(13,439)	(8,700)	54%	(4,739)
NET CHANGE IN FUND BALANCE	(26,262)	114,749	(107,800)	-206%	222,549
BEGINNING FUND BALANCE	546,410	405,400	410,200	-1%	(4,800)
ENDING FUND BALANCE	520,149	520,149	302,400	72%	217,749

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
01 - Admin / Finance  
001 - General Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	11,053	140,017	153,800	9 %	13,783
Personnel Benefits	<u>5,077</u>	<u>67,284</u>	<u>76,200</u>	<u>12 %</u>	<u>8,916</u>
Total Personnel Services	16,129	207,301	230,000	10 %	22,699
Materials & Services					
Supplies	869	3,330	4,000	17 %	670
Professional Services	2,743	44,086	48,300	9 %	4,214
Contractual Services	110	1,212	0	0 %	(1,212)
Travel & Training	117	7,003	10,000	30 %	2,997
Insurance	0	7,287	7,300	0 %	13
Regulatory Requirements	0	775	1,300	40 %	525
Utilities	513	5,801	6,400	9 %	599
Repairs & Maintenance	826	6,631	9,200	28 %	2,569
Other Materials & Services	<u>1,250</u>	<u>11,983</u>	<u>13,000</u>	<u>8 %</u>	<u>1,017</u>
Total Materials & Services	6,428	88,110	99,500	11 %	11,390
Capital Outlay					
	<u>0</u>	<u>430</u>	<u>1,200</u>	<u>64 %</u>	<u>770</u>
Total EXPENDITURES	<u>22,557</u>	<u>295,841</u>	<u>330,700</u>	<u>11 %</u>	<u>34,859</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
02 - Court  
001 - General Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	0	7,365	8,500	13 %	1,135
Personnel Benefits	0	4,725	6,100	23 %	1,375
Total Personnel Services	0	12,090	14,600	17 %	2,510
Materials & Services					
Supplies	0	90	300	70 %	210
Professional Services	0	120	400	70 %	280
Contractual Services	548	3,268	3,300	1 %	32
Travel & Training	0	450	900	50 %	450
Other Materials & Services	38	655	1,200	45 %	545
Total Materials & Services	586	4,583	6,100	25 %	1,517
Total EXPENDITURES	586	16,673	20,700	19 %	4,027

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
03 - Community Development  
001 - General Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	881	9,644	10,700	10 %	1,056
Personnel Benefits	679	7,343	8,200	10 %	857
Total Personnel Services	1,561	16,987	18,900	10 %	1,913
Materials & Services					
Supplies	0	689	1,100	37 %	411
Professional Services	3,829	43,022	42,500	(1)%	(522)
Contractual Services	1,944	15,301	36,000	57 %	20,699
Travel & Training	112	142	1,100	87 %	958
Other Materials & Services	200	2,208	22,600	90 %	20,392
Total Materials & Services	6,085	61,361	103,300	41 %	41,939
Total EXPENDITURES	7,646	78,348	122,200	36 %	43,852

**CITY OF DUNDEE**

Statement of Revenues and Expenditures

04 - Police Dept

001 - General Fund

From 5/1/2016 Through 5/31/2016

(In Whole Numbers)

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget</u>	<u>Percent Total Budget Remaining</u>	<u>Total Budget Variance</u>
EXPENDITURES					
Materials & Services					
Contractual Services	<u>36,053</u>	<u>432,926</u>	<u>473,300</u>	<u>9 %</u>	<u>40,374</u>
Total Materials & Services	<u>36,053</u>	<u>432,926</u>	<u>473,300</u>	<u>9 %</u>	<u>40,374</u>
Total EXPENDITURES	<u>36,053</u>	<u>432,926</u>	<u>473,300</u>	<u>9 %</u>	<u>40,374</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
05 - Fire Dept  
001 - General Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	14,679	163,238	166,600	2 %	3,362
Personnel Benefits	5,175	67,199	79,400	15 %	12,202
Total Personnel Services	19,854	230,436	246,000	6 %	15,564
Materials & Services					
Supplies	1,501	12,470	18,500	33 %	6,030
Professional Services	0	1,525	2,000	24 %	475
Contractual Services	0	28,831	28,600	(1)%	(231)
Travel & Training	710	3,144	2,200	(43)%	(944)
Insurance	0	16,017	15,600	(3)%	(417)
Regulatory Requirements	420	4,421	9,200	52 %	4,779
Utilities	1,049	14,654	16,800	13 %	2,146
Repairs & Maintenance	783	12,874	13,600	5 %	726
Other Materials & Services	5	56	700	92 %	644
Total Materials & Services	4,468	93,992	107,200	12 %	13,208
Capital Outlay	0	7,474	19,500	62 %	12,026
Total EXPENDITURES	24,323	331,902	372,700	11 %	40,798

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
01 - Admin / Finance  
001 - General Fund  
From 5/1/2016 Through 5/31/2016

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	11,052.52	140,017.28	153,800.00	8.96%	13,782.72
Personnel Benefits	<u>5,076.62</u>	<u>67,283.77</u>	<u>76,200.00</u>	<u>11.70%</u>	<u>8,916.23</u>
Total Personnel Services	16,129.14	207,301.05	230,000.00	9.87%	22,698.95
Materials & Services					
Supplies	868.95	3,330.12	4,000.00	16.75%	669.88
Professional Services	2,743.00	44,086.18	48,300.00	8.72%	4,213.82
Contractual Services	110.18	1,211.98	0.00	0.00%	(1,211.98)
Travel & Training	116.96	7,003.31	10,000.00	29.97%	2,996.69
Insurance	0.00	7,287.26	7,300.00	0.17%	12.74
Regulatory Requirements	0.00	775.31	1,300.00	40.36%	524.69
Utilities	513.41	5,801.48	6,400.00	9.35%	598.52
Repairs & Maintenance	825.79	6,631.45	9,200.00	27.92%	2,568.55
Other Materials & Services	<u>1,249.98</u>	<u>11,983.36</u>	<u>13,000.00</u>	<u>7.82%</u>	<u>1,016.64</u>
Total Materials & Services	6,428.27	88,110.45	99,500.00	11.45%	11,389.55
Capital Outlay					
	0.00	429.99	1,200.00	64.17%	770.01
Total EXPENDITURES	<u>22,557.41</u>	<u>295,841.49</u>	<u>330,700.00</u>	<u>10.54%</u>	<u>34,858.51</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
02 - Court  
001 - General Fund  
From 5/1/2016 Through 5/31/2016

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	0.00	7,365.17	8,500.00	13.35%	1,134.83
Personnel Benefits	0.00	4,724.65	6,100.00	22.55%	1,375.35
Total Personnel Services	0.00	12,089.82	14,600.00	17.19%	2,510.18
Materials & Services					
Supplies	0.00	90.00	300.00	70.00%	210.00
Professional Services	0.00	120.00	400.00	70.00%	280.00
Contractual Services	548.00	3,268.00	3,300.00	0.97%	32.00
Travel & Training	0.00	450.00	900.00	50.00%	450.00
Other Materials & Services	38.41	654.74	1,200.00	45.44%	545.26
Total Materials & Services	586.41	4,582.74	6,100.00	24.87%	1,517.26
Total EXPENDITURES	586.41	16,672.56	20,700.00	19.46%	4,027.44

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
03 - Community Development  
001 - General Fund  
From 5/1/2016 Through 5/31/2016

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	881.26	9,644.42	10,700.00	9.87%	1,055.58
Personnel Benefits	<u>679.36</u>	<u>7,342.75</u>	<u>8,200.00</u>	<u>10.45%</u>	<u>857.25</u>
Total Personnel Services	1,560.62	16,987.17	18,900.00	10.12%	1,912.83
Materials & Services					
Supplies	0.00	688.69	1,100.00	37.39%	411.31
Professional Services	3,829.48	43,021.58	42,500.00	(1.23)%	(521.58)
Contractual Services	1,944.06	15,300.96	36,000.00	57.50%	20,699.04
Travel & Training	111.61	141.61	1,100.00	87.13%	958.39
Other Materials & Services	<u>200.00</u>	<u>2,208.32</u>	<u>22,600.00</u>	<u>90.23%</u>	<u>20,391.68</u>
Total Materials & Services	6,085.15	61,361.16	103,300.00	40.60%	41,938.84
Total EXPENDITURES	<u>7,645.77</u>	<u>78,348.33</u>	<u>122,200.00</u>	<u>35.89%</u>	<u>43,851.67</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
04 - Police Dept  
001 - General Fund  
From 5/1/2016 Through 5/31/2016

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget</u>	<u>Percent Total Budget Remaining</u>	<u>Total Budget Variance</u>
EXPENDITURES					
Materials & Services					
Contractual Services	<u>36,052.92</u>	<u>432,926.44</u>	<u>473,300.00</u>	<u>8.53%</u>	<u>40,373.56</u>
Total Materials & Services	<u>36,052.92</u>	<u>432,926.44</u>	<u>473,300.00</u>	<u>8.53%</u>	<u>40,373.56</u>
Total EXPENDITURES	<u>36,052.92</u>	<u>432,926.44</u>	<u>473,300.00</u>	<u>8.53%</u>	<u>40,373.56</u>

**CITY OF DUNDEE**

Statement of Revenues and Expenditures

05 - Fire Dept

001 - General Fund

From 5/1/2016 Through 5/31/2016

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	14,679.35	163,237.69	166,600.00	2.02%	3,362.31
Personnel Benefits	5,175.14	67,198.50	79,400.00	15.37%	12,201.50
Total Personnel Services	19,854.49	230,436.19	246,000.00	6.33%	15,563.81
Materials & Services					
Supplies	1,500.57	12,469.58	18,500.00	32.60%	6,030.42
Professional Services	0.00	1,525.00	2,000.00	23.75%	475.00
Contractual Services	0.00	28,830.55	28,600.00	(0.81)%	(230.55)
Travel & Training	710.00	3,143.96	2,200.00	(42.91)%	(943.96)
Insurance	0.00	16,017.05	15,600.00	(2.67)%	(417.05)
Regulatory Requirements	420.30	4,421.30	9,200.00	51.94%	4,778.70
Utilities	1,049.28	14,654.46	16,800.00	12.77%	2,145.54
Repairs & Maintenance	782.87	12,873.57	13,600.00	5.34%	726.43
Other Materials & Services	5.31	56.32	700.00	91.95%	643.68
Total Materials & Services	4,468.33	93,991.79	107,200.00	12.32%	13,208.21
Capital Outlay					
	0.00	7,474.26	19,500.00	61.67%	12,025.74
Total EXPENDITURES	24,322.82	331,902.24	372,700.00	10.95%	40,797.76

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
110 - Street Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Taxes	2,976	36,980	38,000	(3)%	(1,020)
Intergovernmental Revenue	16,801	173,852	183,300	(5)%	(9,448)
Miscellaneous Revenues	79	469	100	369 %	369
Total REVENUES	<u>19,856</u>	<u>211,300</u>	<u>221,400</u>	<u>(5)%</u>	<u>(10,100)</u>
<b>EXPENDITURES</b>					
Personnel Services	4,468	54,566	62,400	13 %	7,834
Materials & Services					
Supplies	484	3,503	4,300	19 %	797
Professional Services	0	3,322	7,200	54 %	3,878
Travel & Training	9	305	500	39 %	195
Insurance	0	1,448	1,600	9 %	152
Regulatory Requirements	0	86	100	15 %	15
Utilities	1,876	21,049	24,000	12 %	2,951
Repairs & Maintenance	661	10,462	36,100	71 %	25,638
Interfund Services	2,467	27,183	29,600	8 %	2,417
Other Materials & Services	0	1	200	100 %	199
Total Materials & Services	<u>5,496</u>	<u>67,358</u>	<u>103,600</u>	<u>35 %</u>	<u>36,242</u>
Total EXPENDITURES	<u>9,964</u>	<u>121,924</u>	<u>166,000</u>	<u>27 %</u>	<u>44,076</u>
Excess (deficiency) of Revenue over Expenditures	9,892	89,377	55,400	61 %	33,977
<b>OTHER FINANCING SOURCES (USES)</b>					
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>9,892</u>	<u>89,377</u>	<u>(32,800)</u>	<u>(372)%</u>	<u>122,177</u>
BEGINNING FUND BALANCE	128,989	49,504	41,500	19 %	8,004
ENDING FUND BALANCE	<u>138,881</u>	<u>138,881</u>	<u>8,700</u>	<u>1,496 %</u>	<u>130,181</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
111 - Street CIP Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Franchise Fees	13,002	43,807	44,700	(3)%	(893)
Intergovernmental Revenue	268,000	268,000	1,265,500	(79)%	(997,500)
Miscellaneous Revenues	81	581	200,800	(100)%	(200,219)
Total REVENUES	<u>281,083</u>	<u>312,388</u>	<u>1,511,000</u>	<u>(79)%</u>	<u>(1,198,612)</u>
<b>EXPENDITURES</b>					
Capital Outlay	6,832	310,328	1,869,700	83 %	1,559,372
Debt Service	0	8,464	10,000	15 %	1,536
Total EXPENDITURES	<u>6,832</u>	<u>318,792</u>	<u>1,879,700</u>	<u>83 %</u>	<u>1,560,908</u>
Excess (deficiency) of Revenue over Expenditures	274,251	(6,404)	(368,700)	(98)%	362,297
<b>OTHER FINANCING SOURCES (USES)</b>					
Debt Proceeds	0	0	76,000	(100)%	(76,000)
Transfers In	0	0	70,000	(100)%	(70,000)
Other	0	0	200,000	(100)%	(200,000)
Interfund Loan	0	0	200,000	(100)%	(200,000)
Total Other	0	0	200,000	(100)%	(200,000)
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>274,251</u>	<u>(6,404)</u>	<u>(22,700)</u>	<u>(72)%</u>	<u>16,297</u>
BEGINNING FUND BALANCE	(119,548)	161,106	177,700	(9)%	(16,594)
ENDING FUND BALANCE	<u>154,703</u>	<u>154,703</u>	<u>155,000</u>	<u>(0)%</u>	<u>(297)</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
112 - Street Reserve Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Miscellaneous Revenues	28	243	200	21 %	43
Total REVENUES	<u>28</u>	<u>243</u>	<u>200</u>	<u>21 %</u>	<u>43</u>
<b>EXPENDITURES</b>					
Capital Outlay	0	0	42,600	100 %	42,600
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>42,600</u>	<u>100 %</u>	<u>42,600</u>
Excess (deficiency) of Revenue over Expenditures	28	243	(42,400)	(101)%	42,643
NET CHANGE IN FUND BALANCE	<u>28</u>	<u>243</u>	<u>(42,400)</u>	<u>(101)%</u>	<u>42,643</u>
BEGINNING FUND BALANCE	42,673	42,458	42,400	0 %	58
ENDING FUND BALANCE	<u>42,701</u>	<u>42,701</u>	<u>0</u>	<u>0 %</u>	<u>42,701</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
122 - State Revenue Sharing Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Intergovernmental Revenue	0	19,217	26,000	(26)%	(6,783)
Miscellaneous Revenues	0	39	100	(61)%	(61)
Total REVENUES	<u>0</u>	<u>19,256</u>	<u>26,100</u>	<u>(26)%</u>	<u>(6,844)</u>
<b>EXPENDITURES</b>					
Materials & Services					
Professional Services	0	15,591	19,200	19 %	3,609
Contractual Services	1,150	6,828	7,600	10 %	772
Other Materials & Services	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	0 %	0
Total Materials & Services	<u>2,650</u>	<u>23,920</u>	<u>28,300</u>	15 %	4,380
Total EXPENDITURES	<u>2,650</u>	<u>23,920</u>	<u>28,300</u>	15 %	4,380
Excess (deficiency) of Revenue over Expenditures	<u>(2,650)</u>	<u>(4,664)</u>	<u>(2,200)</u>	112 %	(2,464)
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer Out	0	(10,000)	(10,000)	0 %	0
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>(10,000)</u>	<u>(10,000)</u>	0 %	0
NET CHANGE IN FUND BALANCE	<u>(2,650)</u>	<u>(14,664)</u>	<u>(12,200)</u>	20 %	(2,464)
BEGINNING FUND BALANCE	365	12,378	12,200	1 %	178
ENDING FUND BALANCE	<u>(2,285)</u>	<u>(2,285)</u>	<u>0</u>	0 %	(2,285)

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
127 - Equipment Reserve Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Miscellaneous Revenues	8,353	11,542	3,500	230 %	8,042
Total REVENUES	<u>8,353</u>	<u>11,542</u>	<u>3,500</u>	<u>230 %</u>	<u>8,042</u>
<b>EXPENDITURES</b>					
Capital Outlay	82,720	136,930	755,600	82 %	618,670
Debt Service	0	58,627	58,700	0 %	73
Total EXPENDITURES	<u>82,720</u>	<u>195,558</u>	<u>814,300</u>	<u>76 %</u>	<u>618,742</u>
Excess (deficiency) of Revenue over Expenditures	(74,367)	(184,015)	(810,800)	(77)%	626,785
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	0	0	133,100	(100)%	(133,100)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>133,100</u>	<u>(100)%</u>	<u>(133,100)</u>
NET CHANGE IN FUND BALANCE	<u>(74,367)</u>	<u>(184,015)</u>	<u>(677,700)</u>	<u>(73)%</u>	<u>493,685</u>
BEGINNING FUND BALANCE	628,099	737,747	677,700	9 %	60,047
ENDING FUND BALANCE	<u>553,732</u>	<u>553,732</u>	<u>0</u>	<u>0 %</u>	<u>553,732</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
131 - Parks Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Intergovernmental Revenue	25,786	25,786	31,500	(18)%	(5,714)
Miscellaneous Revenues	6	23	4,100	(99)%	(4,077)
Total REVENUES	<u>25,791</u>	<u>25,808</u>	<u>35,600</u>	<u>(28)%</u>	<u>(9,792)</u>
<b>EXPENDITURES</b>					
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	<u>0</u>	<u>32,039</u>	<u>58,000</u>	<u>45 %</u>	<u>25,961</u>
Excess (deficiency) of Revenue over Expenditures	25,791	(6,230)	(22,400)	(72)%	16,170
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	0	10,000	10,000	0 %	0
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0 %</u>	<u>0</u>
NET CHANGE IN FUND BALANCE	<u>25,791</u>	<u>3,770</u>	<u>(12,400)</u>	<u>(130)%</u>	<u>16,170</u>
BEGINNING FUND BALANCE	(6,178)	15,843	13,200	20 %	2,643
ENDING FUND BALANCE	<u>19,613</u>	<u>19,613</u>	<u>800</u>	<u>2,352 %</u>	<u>18,813</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
151 - Tourism Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Taxes	4,635	40,610	32,900	23 %	7,710
Intergovernmental Revenue	0	0	10,000	(100)%	(10,000)
Miscellaneous Revenues	27	146	100	46 %	46
Total REVENUES	<u>4,662</u>	<u>40,755</u>	<u>43,000</u>	<u>(5)%</u>	<u>(2,245)</u>
<b>EXPENDITURES</b>					
Materials & Services					
Contractual Services	2,500	7,038	40,500	83 %	33,463
Total Materials & Services	<u>2,500</u>	<u>7,038</u>	<u>40,500</u>	<u>83 %</u>	<u>33,463</u>
Total EXPENDITURES	<u>2,500</u>	<u>7,038</u>	<u>40,500</u>	<u>83 %</u>	<u>33,463</u>
Excess (deficiency) of Revenue over Expenditures	2,162	33,718	2,500	1,249 %	31,218
NET CHANGE IN FUND BALANCE	<u>2,162</u>	<u>33,718</u>	<u>2,500</u>	<u>1,249 %</u>	<u>31,218</u>
BEGINNING FUND BALANCE	53,801	22,245	16,600	34 %	5,645
ENDING FUND BALANCE	<u>55,963</u>	<u>55,963</u>	<u>19,100</u>	<u>194 %</u>	<u>36,863</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
201 - Fire Station Construction  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Miscellaneous Revenues	13	172	0	0 %	172
Total REVENUES	13	172	0	0 %	172
<b>EXPENDITURES</b>					
Materials & Services					
Professional Services	3,140	95,600	110,900	14 %	15,300
Total Materials & Services	3,140	95,600	110,900	14 %	15,300
Capital Outlay					
	0	12,755	24,500	48 %	11,745
Total EXPENDITURES	3,140	108,355	135,400	20 %	27,045
Excess (deficiency) of Revenue over Expenditures	(3,126)	(108,183)	(135,400)	(20)%	27,217
<b>OTHER FINANCING SOURCES (USES)</b>					
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	(3,126)	(11,183)	(38,400)	(71)%	27,217
BEGINNING FUND BALANCE	30,350	38,406	38,400	0 %	6
ENDING FUND BALANCE	27,223	27,223	0	0 %	27,223

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
310 - Bonded Debt  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Taxes	771	128,581	130,500	(1)%	(1,919)
Miscellaneous Revenues	3	374	300	25 %	74
Total REVENUES	<u>774</u>	<u>128,955</u>	<u>130,800</u>	<u>(1)%</u>	<u>(1,845)</u>
<b>EXPENDITURES</b>					
Debt Service	0	150,143	150,200	0 %	57
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	774	(21,188)	(19,400)	9 %	(1,788)
NET CHANGE IN FUND BALANCE	<u>774</u>	<u>(21,188)</u>	<u>(19,400)</u>	<u>9 %</u>	<u>(1,788)</u>
BEGINNING FUND BALANCE	8,550	30,512	30,400	0 %	112
ENDING FUND BALANCE	<u>9,324</u>	<u>9,324</u>	<u>11,000</u>	<u>(15)%</u>	<u>(1,676)</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
431 - Water Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	40,354	592,525	595,400	(0)%	(2,875)
Miscellaneous Revenues	162	1,560	800	95 %	760
Total REVENUES	<u>40,516</u>	<u>594,086</u>	<u>596,200</u>	<u>(0)%</u>	<u>(2,114)</u>
<b>EXPENDITURES</b>					
Personnel Services	12,115	146,451	163,900	11 %	17,449
Materials & Services					
Supplies	968	10,505	12,600	17 %	2,095
Professional Services	3,014	12,348	10,000	(23)%	(2,348)
Contractual Services	0	6,942	10,000	31 %	3,058
Travel & Training	116	1,872	1,800	(4)%	(72)
Insurance	0	4,289	4,600	7 %	311
Regulatory Requirements	1,330	11,062	4,200	(163)%	(6,862)
Utilities	3,309	38,050	42,800	11 %	4,750
Repairs & Maintenance	2,382	39,192	39,800	2 %	608
Interfund Services	6,467	70,842	77,600	9 %	6,758
Other Materials & Services	457	5,646	5,900	4 %	254
Total Materials & Services	18,043	200,747	209,300	4 %	8,553
Capital Outlay	637	10,040	19,400	48 %	9,360
Total EXPENDITURES	<u>30,796</u>	<u>357,237</u>	<u>392,600</u>	<u>9 %</u>	<u>35,363</u>
Excess (deficiency) of Revenue over Expenditures	9,720	236,848	203,600	16 %	33,248
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer Out	(1,867)	(27,729)	(247,800)	(89)%	220,071
Other Uses	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	<u>(1,867)</u>	<u>(27,729)</u>	<u>(267,800)</u>	<u>(90)%</u>	<u>240,071</u>
NET CHANGE IN FUND BALANCE	<u>7,854</u>	<u>209,119</u>	<u>(64,200)</u>	<u>(426)%</u>	<u>273,319</u>
BEGINNING FUND BALANCE	313,032	111,766	79,100	41 %	32,666
ENDING FUND BALANCE	<u>320,885</u>	<u>320,885</u>	<u>14,900</u>	<u>2,054 %</u>	<u>305,985</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
432 - Water CIP Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services					
	5,323	17,532	25,200	(30)%	(7,668)
Miscellaneous Revenues					
	310	3,615	4,000	(10)%	(385)
<b>Total REVENUES</b>	<u>5,633</u>	<u>21,147</u>	<u>29,200</u>	<u>(28)%</u>	<u>(8,053)</u>
<b>EXPENDITURES</b>					
Capital Outlay					
	1,074	487,267	923,000	47 %	435,733
Debt Service					
	730,632	792,176	792,500	0 %	324
<b>Total EXPENDITURES</b>	<u>731,706</u>	<u>1,279,443</u>	<u>1,715,500</u>	<u>25 %</u>	<u>436,057</u>
Excess (deficiency) of Revenue over Expenditures	(726,073)	(1,258,296)	(1,686,300)	(25)%	428,004
<b>OTHER FINANCING SOURCES (USES)</b>					
Debt Proceeds					
	745,000	745,000	730,000	2 %	15,000
Transfers In					
	0	0	176,000	(100)%	(176,000)
Other					
Interfund Loan	0	0	(290,000)	(100)%	290,000
<b>Total Other</b>	<u>0</u>	<u>0</u>	<u>(290,000)</u>	<u>(100)%</u>	<u>290,000</u>
<b>Total OTHER FINANCING SOURCES (USES)</b>	<u>745,000</u>	<u>745,000</u>	<u>616,000</u>	<u>21 %</u>	<u>129,000</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>18,927</u>	<u>(513,296)</u>	<u>(1,070,300)</u>	<u>(52)%</u>	<u>557,004</u>
<b>BEGINNING FUND BALANCE</b>	471,521	1,003,744	1,106,000	(9)%	(102,256)
<b>ENDING FUND BALANCE</b>	<u>490,448</u>	<u>490,448</u>	<u>35,700</u>	<u>1,274 %</u>	<u>454,748</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
441 - Sewer Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	102,148	1,116,827	1,187,000	(6)%	(70,173)
Miscellaneous Revenues	6	199	120,100	(100)%	(119,901)
<b>Total REVENUES</b>	<u>102,154</u>	<u>1,117,026</u>	<u>1,307,100</u>	<u>(15)%</u>	<u>(190,074)</u>
<b>EXPENDITURES</b>					
Personnel Services	11,741	139,583	156,400	11 %	16,817
Materials & Services					
Supplies	3,269	27,169	24,300	(12)%	(2,869)
Professional Services	8,595	43,517	8,500	(412)%	(35,017)
Contractual Services	0	583	700	17 %	117
Travel & Training	116	1,729	1,800	4 %	71
Insurance	0	15,720	16,000	2 %	280
Regulatory Requirements	350	5,241	7,200	27 %	1,959
Utilities	6,790	69,638	82,100	15 %	12,462
Repairs & Maintenance	5,321	119,156	140,800	15 %	21,644
Interfund Services	6,175	67,675	74,100	9 %	6,425
Other Materials & Services	457	5,388	5,700	5 %	312
<b>Total Materials &amp; Services</b>	<u>31,073</u>	<u>355,816</u>	<u>361,200</u>	<u>1 %</u>	<u>5,384</u>
Capital Outlay	0	2,174	2,400	9 %	227
<b>Total EXPENDITURES</b>	<u>42,815</u>	<u>497,572</u>	<u>520,000</u>	<u>4 %</u>	<u>22,428</u>
Excess (deficiency) of Revenue over Expenditures	59,340	619,454	787,100	(21)%	(167,646)
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer Out	(5,107)	(518,332)	(762,400)	(32)%	244,068
Other Uses	0	0	(20,000)	(100)%	20,000
<b>Total OTHER FINANCING SOURCES (USES)</b>	<u>(5,107)</u>	<u>(518,332)</u>	<u>(782,400)</u>	<u>(34)%</u>	<u>264,068</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>54,232</u>	<u>101,122</u>	<u>4,700</u>	<u>2,052 %</u>	<u>96,422</u>
<b>BEGINNING FUND BALANCE</b>	64,548	17,658	10,700	65 %	6,958
<b>ENDING FUND BALANCE</b>	<u>118,780</u>	<u>118,780</u>	<u>15,400</u>	<u>671 %</u>	<u>103,380</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
442 - Sewer CIP Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	589	8,750	26,500	(67)%	(17,750)
Miscellaneous Revenues	214	2,998	3,000	(0)%	(2)
Total REVENUES	<u>804</u>	<u>11,749</u>	<u>29,500</u>	<u>(60)%</u>	<u>(17,751)</u>
<b>EXPENDITURES</b>					
Capital Outlay	1,807	125,395	600,000	79 %	474,605
Debt Service	320,099	684,790	684,900	0 %	110
Total EXPENDITURES	<u>321,906</u>	<u>810,185</u>	<u>1,284,900</u>	<u>37 %</u>	<u>474,715</u>
Excess (deficiency) of Revenue over Expenditures	<u>(321,102)</u>	<u>(798,436)</u>	<u>(1,255,400)</u>	<u>(36)%</u>	<u>456,964</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Debt Proceeds	75,000	75,000	600,000	(88)%	(525,000)
Transfers In	0	462,500	690,000	(33)%	(227,500)
Total OTHER FINANCING SOURCES (USES)	<u>75,000</u>	<u>537,500</u>	<u>1,290,000</u>	<u>(58)%</u>	<u>(752,500)</u>
NET CHANGE IN FUND BALANCE	<u>(246,102)</u>	<u>(260,936)</u>	<u>34,600</u>	<u>(854)%</u>	<u>(295,536)</u>
BEGINNING FUND BALANCE	596,292	611,126	586,900	4 %	24,226
ENDING FUND BALANCE	<u>350,190</u>	<u>350,190</u>	<u>621,500</u>	<u>(44)%</u>	<u>(271,310)</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
451 - Storm Water Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	7,803	85,632	93,800	(9)%	(8,168)
Miscellaneous Revenues	5	90	100	(10)%	(10)
Total REVENUES	<u>7,808</u>	<u>85,723</u>	<u>93,900</u>	<u>(9)%</u>	<u>(8,177)</u>
<b>EXPENDITURES</b>					
Personnel Services	2,572	32,186	35,600	10 %	3,414
Materials & Services					
Supplies	242	2,191	2,200	0 %	9
Professional Services	760	5,205	5,900	12 %	695
Travel & Training	27	137	400	66 %	263
Insurance	0	126	200	37 %	74
Regulatory Requirements	0	36	100	64 %	64
Utilities	62	536	600	11 %	64
Repairs & Maintenance	177	1,764	2,400	26 %	636
Interfund Services	1,408	15,783	16,900	7 %	1,117
Other Materials & Services	0	47	400	88 %	353
Total Materials & Services	<u>2,676</u>	<u>25,826</u>	<u>29,100</u>	<u>11 %</u>	<u>3,274</u>
Capital Outlay	0	452	500	10 %	48
Total EXPENDITURES	<u>5,248</u>	<u>58,464</u>	<u>65,200</u>	<u>10 %</u>	<u>6,736</u>
Excess (deficiency) of Revenue over Expenditures	<u>2,560</u>	<u>27,259</u>	<u>28,700</u>	<u>(5)%</u>	<u>(1,441)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
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>2,560</u>	<u>27,259</u>	<u>(3,300)</u>	<u>(926)%</u>	<u>30,559</u>
BEGINNING FUND BALANCE	30,250	5,552	3,900	42 %	1,652
ENDING FUND BALANCE	<u>32,810</u>	<u>32,810</u>	<u>600</u>	<u>5,368 %</u>	<u>32,210</u>

**CITY OF DUNDEE**  
Statement of Revenues and Expenditures  
452 - Storm Water CIP Fund  
From 5/1/2016 Through 5/31/2016  
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	2,322	11,854	12,000	(1)%	(146)
Miscellaneous Revenues	93	286	200	43 %	86
Total REVENUES	<u>2,416</u>	<u>12,141</u>	<u>12,200</u>	<u>(0)%</u>	<u>(59)</u>
<b>EXPENDITURES</b>					
Capital Outlay	0	33,871	512,500	93 %	478,629
Total EXPENDITURES	<u>0</u>	<u>33,871</u>	<u>512,500</u>	<u>93 %</u>	<u>478,629</u>
Excess (deficiency) of Revenue over Expenditures	<u>2,416</u>	<u>(21,731)</u>	<u>(500,300)</u>	<u>(96)%</u>	<u>478,569</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Debt Proceeds	150,000	150,000	350,000	(57)%	(200,000)
Transfers In	0	0	15,000	(100)%	(15,000)
Other	0	0	90,000	(100)%	(90,000)
Interfund Loan	<u>0</u>	<u>0</u>	<u>90,000</u>	<u>(100)%</u>	<u>(90,000)</u>
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>150,000</u>	<u>150,000</u>	<u>455,000</u>	<u>(67)%</u>	<u>(305,000)</u>
NET CHANGE IN FUND BALANCE	<u>152,416</u>	<u>128,269</u>	<u>(45,300)</u>	<u>(383)%</u>	<u>173,569</u>
BEGINNING FUND BALANCE	38,911	63,058	46,100	37 %	16,958
ENDING FUND BALANCE	<u>191,327</u>	<u>191,327</u>	<u>800</u>	<u>23,816 %</u>	<u>190,527</u>





# OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

Application is being made for:

**LICENSE TYPES**

- Full On-Premises Sales (\$402.60/yr)
  - Commercial Establishment
  - Caterer
  - Passenger Carrier
  - Other Public Location
  - Private Club
- Limited On-Premises Sales (\$202.60/yr)
- Off-Premises Sales (\$100/yr)
  - with Fuel Pumps
- Brewery Public House (\$252.60)
- Winery (\$250/yr)
- Other: \_\_\_\_\_

**ACTIONS**

- Change Ownership
- New Outlet
- Greater Privilege
- Additional Privilege
- Other \_\_\_\_\_

**90-DAY AUTHORITY**

Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

**APPLYING AS:**

- Limited Partnership
- Corporation
- Limited Liability Company
- Individuals

**CITY AND COUNTY USE ONLY**

Date application received: 5/16/16

The City Council or County Commission:

Dundee

(name of city or county)

recommends that this license be:

- Granted
- Denied

By: \_\_\_\_\_ (signature) \_\_\_\_\_ (date)

Name: David Russ

Title: Mayor

**OLCC USE ONLY**

Application Rec'd by: OLCC

Date: 6/9/2016

90-day authority:  Yes  No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

- ① Ariniello Group, LLC ③ \_\_\_\_\_
- ② \_\_\_\_\_ ④ \_\_\_\_\_

2. Trade Name (dba): Ariniello Vineyard

3. Business Location: 1242 SE Maple Street Dundee Yamhill Oregon 97115  
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 29455 SW Healer Rd. Sherwood OR 97140  
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: (971)832-4229  
(phone) (fax)

6. Is the business at this location currently licensed by OLCC?  Yes  No

7. If yes to whom: \_\_\_\_\_ Type of License: \_\_\_\_\_

8. Former Business Name: \_\_\_\_\_

9. Will you have a manager?  Yes  No Name: Carrie Ariniello  
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? Sherwood / Clackamas County  
(name of city or county)

11. Contact person for this application: Carrie Ariniello 971-832-4229  
(name) (phone number(s))  
29455 SW Healer Rd. Sherwood, OR 97140 Ariniellovineyard@gmail.com  
(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① Carrie Ariniello Date 5.12.16 ③ \_\_\_\_\_

② [Signature] Date 5.12.16 ④ \_\_\_\_\_

RECEIVED

JUN 08 2016

SALEM REGIONAL OFFICE

MAY 16 2016

OREGON LIQUOR CONTROL COMMISSION  
LIMITED LIABILITY COMPANY QUESTIONNAIRE



Please Print or Type

LLC Name: Ariniello Group, LLC Year Filed: 2015

Trade Name (dba): Anniello Vineyard

Business Location Address: 29455 SW Heater Rd

City: Shenwood ZIP Code: 97140

List Members of LLC:

Percentage of Membership Interest:

1. Carrie Anniello  
(managing member)

50%

2. Ed Anniello  
(members)

50%

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

6. \_\_\_\_\_

\_\_\_\_\_

(Note: If any LLC member is another legal entity, that entity must also complete an LLC, Limited Partnership or Corporation Questionnaire. If the LLC has officers, please list them on a separate sheet of paper with their titles.)

Server Education Designee: Carrie Anniello DOB: 9-6-70

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Signature: Carrie Anniello Manager Date: 5.12.16  
(name) (title)



# OREGON LIQUOR CONTROL COMMISSION INDIVIDUAL HISTORY

1. Trade Name Ariniello Vineyard 2. City Sherwood

3. Name Ariniello Carrie Michelle  
(Last) (First) (Middle)

4. Other names used (maiden, other) Carrie Craig, Carrie Lattimer, Carrie Lattimer Ariniello

5. \*SSN 546-15-7803 6. Place of Birth CA 7. DOB 09/10/1970 8. Sex  M  F  
(State or Country) (mm) (dd) (yyyy)

\*SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you sign below.

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a). If you consent to these uses, please sign here:

Applicant Signature: Carrie Ariniello

9. Driver License or State ID # \_\_\_\_\_ 10. State OR

11. Residence Address 29455 SW Heater Rd Sherwood OR 97140  
(number and street) (city) (state) (zip code)

12. Mailing Address (if different) \_\_\_\_\_  
(number and street) (city) (state) (zip code)

13. Contact Phone 971-832-4229 14. E-Mail address (optional) \_\_\_\_\_

15. Do you have a spouse or domestic partner?  Yes  No  
If yes, list his/her full name: Edward Anthony Ariniello

**OSP/DMV**  
Search Completed  
**JUN 08 2016**

16. If yes to #15, will this person work at or be involved in the operation or management of the business?  
 Yes  No

17. List all states, other than Oregon, where you have lived during the past ten years:  
Washington INITIALS: (MA)

18. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of driving a car with a suspended driver's license or driving a car with no insurance?  
 Yes  No  Unsure If yes, list the date(s), or approximate dates, and type(s) of convictions.  
If unsure, explain. You may include the information on a separate sheet.

19. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of a misdemeanor or a felony?  Yes  No  Unsure  
If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.

20. Trade Name Arniello Vineyard 21. City Sherwood

22. Do you have any arrests or citations that have not been resolved?  Yes  No  Unsure  
If yes or unsure, explain here or include the information on a separate sheet.

23. Have you ever been in a drug or alcohol **diversion program** in Oregon or any other state? (A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.)  Yes  No  Unsure  
If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

24. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license in Oregon or another US state? (Note: a service permit is not a liquor license.)  Yes  No  Unsure  
If yes, list the name(s) of the business, the city (or cities) and state (or states) where located, and the date(s) of the license(s). If unsure, explain. You may include the information on a separate sheet.

25. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the US?  
 Yes  No  Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

**Questions 26 and 27 apply if you, or any legal entity that you are part of, are applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license.** If you are not applying for one of those licenses, mark "N/A" on Questions 26 & 27.

26. Do you have any ownership interest in any other business that makes, wholesales, or distributes alcohol?  N/A  Yes  No  Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

27. Does, or will, a maker, wholesaler, or distributor of alcohol have any ownership interest in your business?  
 N/A  Yes  No  Unsure If yes or unsure, explain:

**Question 28 applies if you, or any legal entity that you are part of, are applying for a Brewery, Brewery-Public House, Distillery, Grower Sales Privilege, Warehouse, Wholesale Malt Beverage & Wine, or Winery license.** If you are not applying for one of those licenses, mark "N/A" on Question 28.

28. Do you, or any legal entity that you are part of, have any ownership interest in any other business that sells alcohol at retail in Oregon?  N/A  Yes  No  Unsure If yes or unsure, explain:

You must sign your own form (you can't have your attorney or a person with power of attorney sign your form).  
I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Carrie Arniello Date: 5.12.13



# OREGON LIQUOR CONTROL COMMISSION INDIVIDUAL HISTORY

1. Trade Name Ariniello Vineyard 2. City Sherwood  
 3. Name ARINIELLO EDUARDO A  
 (Last) (First) (Middle)  
 4. Other names used (maiden, other) Ed  
 5. \*SSN 593 - 86 - 4136 6. Place of Birth NEW JERSEY 7. DOB 05 / 05 / 1961 8. Sex  M  F  O  
 (State or Country) (mm) (dd) (yyyy)

\*SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you sign below.

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)). If you consent to these uses, please sign here:

Applicant Signature: [Signature]

9. Driver License or State ID # 2860245 10. State OREGON  
 11. Residence Address 29455 SW HEATER RD SHERWOOD, OR 97140  
 (number and street) (city) (state) (zip code)  
 12. Mailing Address (if different) SAME  
 (number and street) (city) (state) (zip code)  
 13. Contact Phone 503-572-1400 14. E-Mail address (optional) \_\_\_\_\_  
 15. Do you have a spouse or domestic partner?  Yes  No  
 If yes, list his/her full name: CARRIE M. ARINIELLO

**OSP/DMV**  
 Search Completed  
 JUN 08 2016

17. List all states, other than Oregon, where you have lived during the past ten years: N/A INITIALS: [Signature]

18. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of driving a car with a suspended driver's license or driving a car with no insurance?  
 Yes  No  Unsure If yes, list the date(s), or approximate dates, and type(s) of convictions.  
 If unsure, explain. You may include the information on a separate sheet.

19. In the past 12 years, have you been **convicted** ("convicted" includes paying a fine) in Oregon or any other state of a misdemeanor or a felony?  Yes  No  Unsure  
 If yes, list the date(s), or approximate dates, and type(s) of convictions. If unsure, explain. You may include the information on a separate sheet.

20. Trade Name Ariniello Vineyard 21. City Sherwood

22. Do you have any arrests or citations that have not been resolved?  Yes  No  Unsure  
If yes or unsure, explain here or include the information on a separate sheet.

23. Have you ever been in a drug or alcohol **diversion program** in Oregon or any other state? (A diversion program is where you are required, usually by the court or another government agency, to complete certain requirements in place of being convicted of a drug or alcohol-related offense.)  Yes  No  Unsure  
If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

24. Do you, or any legal entity that you are a part of, **currently hold** or **have previously held** a liquor license in Oregon or another US state? (Note: a service permit is not a liquor license.)  Yes  No  Unsure  
If yes, list the name(s) of the business, the city (or cities) and state (or states) where located, and the date(s) of the license(s). If unsure, explain. You may include the information on a separate sheet.

25. Have you, or any legal entity that you are a part of, ever had an application for a license, permit, or certificate **denied or cancelled** by the OLCC or any other governmental agency in the US?  
 Yes  No  Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

**Questions 26 and 27 apply if you, or any legal entity that you are part of, are applying for a Full On-Premises, Limited On-Premises, Off-Premises, or Brewery-Public House license.** If you are not applying for one of those licenses, mark "N/A" on Questions 26 & 27.

26. Do you have any ownership interest in any other business that makes, wholesales, or distributes alcohol?  N/A  Yes  No  Unsure If yes, list the date(s), or approximate dates. If unsure, explain. You may include the information on a separate sheet.

27. Does, or will, a maker, wholesaler, or distributor of alcohol have any ownership interest in your business?  
 N/A  Yes  No  Unsure If yes or unsure, explain:

**Question 28 applies if you, or any legal entity that you are part of, are applying for a Brewery, Brewery-Public House, Distillery, Grower Sales Privilege, Warehouse, Wholesale Malt Beverage & Wine, or Winery license.** If you are not applying for one of those licenses, mark "N/A" on Question 28.

28. Do you, or any legal entity that you are part of, have any ownership interest in any other business that sells alcohol at retail in Oregon?  N/A  Yes  No  Unsure If yes or unsure, explain:

You must sign your own form (you can't have your attorney or a person with power of attorney sign your form).

I affirm that my answers are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to, criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature] Date: 5-12-2016



OREGON LIQUOR CONTROL COMMISSION  
BUSINESS INFORMATION

Please Print or Type

Applicant Name: Carrie Ariniello Phone: 971-832-4229

Trade Name (dba): Ariniello Vineyard

Business Location Address: 1242 SE Maple Street

City: Dundee ZIP Code: 97115

**DAYS AND HOURS OF OPERATION**

**Business Hours:**

Sunday \_\_\_\_\_ to \_\_\_\_\_  
Monday \_\_\_\_\_ to \_\_\_\_\_  
Tuesday \_\_\_\_\_ to \_\_\_\_\_  
Wednesday \_\_\_\_\_ to \_\_\_\_\_  
Thursday \_\_\_\_\_ to \_\_\_\_\_  
Friday \_\_\_\_\_ to \_\_\_\_\_  
Saturday \_\_\_\_\_ to \_\_\_\_\_

**Outdoor Area Hours:**

Sunday \_\_\_\_\_ to \_\_\_\_\_  
Monday \_\_\_\_\_ to \_\_\_\_\_  
Tuesday \_\_\_\_\_ to \_\_\_\_\_  
Wednesday \_\_\_\_\_ to \_\_\_\_\_  
Thursday \_\_\_\_\_ to \_\_\_\_\_  
Friday \_\_\_\_\_ to \_\_\_\_\_  
Saturday \_\_\_\_\_ to \_\_\_\_\_

The outdoor area is used for:

- Food service Hours: \_\_\_\_\_ to \_\_\_\_\_
- Alcohol service Hours: \_\_\_\_\_ to \_\_\_\_\_
- Enclosed, how \_\_\_\_\_

The exterior area is adequately viewed and/or supervised by Service Permittees.

\_\_\_\_\_  
(Investigator's Initials)

Seasonal Variations:  Yes  No If yes, explain: only special events  
2-3 x's per year.

**ENTERTAINMENT**

Check all that apply:

- Live Music
- Recorded Music
- DJ Music
- Dancing
- Nude Entertainers
- Karaoke
- Coin-operated Games
- Video Lottery Machines
- Social Gaming
- Pool Tables
- Other: \_\_\_\_\_

**DAYS & HOURS OF LIVE OR DJ MUSIC**

Sunday \_\_\_\_\_ to \_\_\_\_\_  
Monday \_\_\_\_\_ to \_\_\_\_\_  
Tuesday \_\_\_\_\_ to \_\_\_\_\_  
Wednesday \_\_\_\_\_ to \_\_\_\_\_  
Thursday \_\_\_\_\_ to \_\_\_\_\_  
Friday \_\_\_\_\_ to \_\_\_\_\_  
Saturday \_\_\_\_\_ to \_\_\_\_\_

**SEATING COUNT**

Restaurant: \_\_\_\_\_ Outdoor: \_\_\_\_\_  
Lounge: \_\_\_\_\_ Other (explain): \_\_\_\_\_  
Banquet: \_\_\_\_\_ Total Seating: \_\_\_\_\_

**OLCC USE ONLY**  
Investigator Verified Seating: \_\_\_\_\_ (Y)  (N)  
Investigator Initials: CA  
Date: 6/9/2016

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Carrie Ariniello Date: 5.12.16

1-800-452-OLCC (6522)

www.oregon.gov/olcc



# Memorandum

TO: Dundee City Council  
FROM: Jessica Pelz, AICP, Planner  
CC: Rob Daykin, City Administrator  
DATE: June 21, 2016  
SUBJECT: Riverside District Zone – Process & Options

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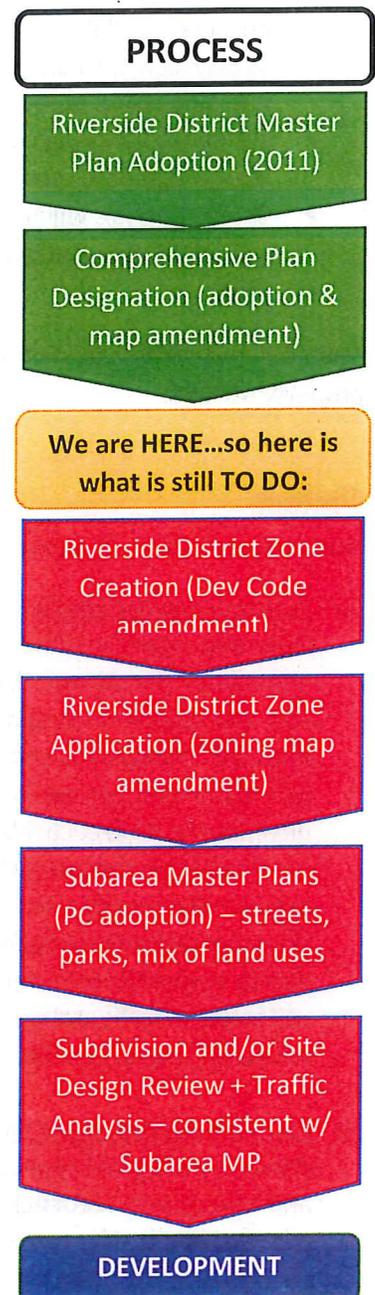
## Background

Dundee City Council adopted the Riverside District Master Plan (Plan) in 2011. Adoption of the Plan included a Comprehensive Plan text amendment for a new Riverside District designation and a Comprehensive Plan map amendment to apply the new Riverside District to all of the properties within the identified Plan area. Creation and adoption of a new Riverside District zone was deferred due to existing water constraints, which has now been mostly mitigated, and other issues. The Plan indicates that creation of the Riverside District zone will be the joint responsibility of the Property Owners and the City (Future Action #5), and the City Council initiated the Riverside Zone Development Code amendments on January 5, 2016, after one of the property owners retained a consultant planner to work on the project. At this time, the property owner is no longer working with that consultant planner, so the city should now explore various options to get this project completed.

## Steps to Development

As noted on the chart to the right, the Riverside Master Plan spells out the specific steps to development:

- Development Code text amendment to adopt new Riverside District Zone. The new Riverside Zone text is fairly complex to create, due to the complexities created by the subarea system in the Master Plan. Attachment 4 details the specific things that will need to be included in the zone text itself, including: land uses per subarea; mechanisms to deal with park land dedication per subarea; potential residential design standards; buffering between uses; utilities to and through each subarea, including purple pipe extension; and the development process (i.e. subarea master plan & concurrent zone change, subdivision, site design review, traffic analysis). There are a few unanswered questions that will need to be explored between the city and property owners/consultants, including:
  - What happens where there is more than one property owner in



- an identified subarea? Can a portion of a subarea be planned for and/or developed if only one property owner wants to move forward?
- Where a larger parcel encompasses more than one subarea, how should we amend the code to permit division of that larger parcel? Or would we want to see multiple subareas planned for at once? Note: the current Agriculture zoning wouldn't permit land divisions to enable the proposed subarea pattern as its minimum lot size is 20 acres.
  - Is commercial development feasible in the Riverside area given the transportation constraints? If not, should the master plan be amended to allow for more residential units than previously planned for?
- Zone change(s) to apply the new Riverside District Zone.
  - Detailed master plans (by subarea) to establish local street network, identify specific park sites and trail connections, lay out blocks, refine mix of land uses and set mix of housing types and lot sizes, establish phasing schedule, etc.
  - Subdivision(s) to divide land in accordance with detailed master plans; dedicate local streets parks and trail and utility easements; install public and private improvements, etc.
  - Potential site design review for multi-family and non-residential buildings, unless clear and objective design standards are adopted as part of the detailed master plan for a particular subarea.
  - Traffic analysis will be required as part of a zone change or site design review to document that the proposed phase of development is consistent with the overall trip thresholds outlined in the Master Plan.

Once the Riverside Zone is adopted, all further steps toward development are initiated and applied for by the property owners.

## Options

There are a number of options available for the Riverside District Zone project:

- 1) Property owners fund an outside planning consultant to work with City staff to create the Riverside Zone. Note that creation of the Riverside District Zone will require coordination among all of the property owners affected by the Master Plan. We have gotten a preliminary estimate back from Angelo Planning Group, who was the original consultant on the Riverside Master Plan, for \$29,000 to complete the work. That estimate does NOT include any changes to the Master Plan itself, which would include changes to the mix of permitted uses per subarea (i.e. more residential instead of industrial, etc.); these additional changes would increase the project cost by approximately \$10,000 or more. The additional changes are likely due to feedback from the property owners that the existing commercial component of the Riverside District Master Plan might be too large and infeasible due to transportation constraints. Additionally, the Master Plan contains provisions for a potential golf course, which may not be permitted under state and federal law due to a new opinion about development within floodplains. All substantive changes to the Master Plan will require traffic and other analysis to determine the impacts to local infrastructure and thresholds for necessary improvements.
- 2) City staff pursues grant funding to hire an outside planning consultant to create the Riverside Zone. We discussed the grant application with the Oregon Transportation and Growth Management Program (TGM), and have gotten feedback that this would likely be a good candidate for a grant project. The caveat is that the funding for the grant would not be available until July 2017, so work could not begin until then. However, in the meantime the City could submit the application and get all of the details worked out (scope, consultant selection) so that work could begin in July 2017.

- 3) City Council repeal Riverside District Master Plan. The City Council has the option to repeal the Riverside District Master Plan, and in that case the property owners would be free to apply for a zone change to any of the city's existing zones. This action would mean that development within the Riverside area would be in accordance with existing zoning rules and design standards. The Parkway Collector Street identified within the Riverside District Master Plan is included within the city's new Transportation System Plan, so that detail would be preserved. One downside of this approach is that the city does not currently have a mechanism for park land dedication and/or payment; this would require a separate Development Code amendment if the city wished to pursue this policy. Repeal of the Riverside District Master Plan would be a Comprehensive Plan text and map amendment process.

Staff communicated these options and details to the two main property owners and representatives within the Riverside area on May 5 and June 1, 2016. We have not received any substantive feedback at this time.

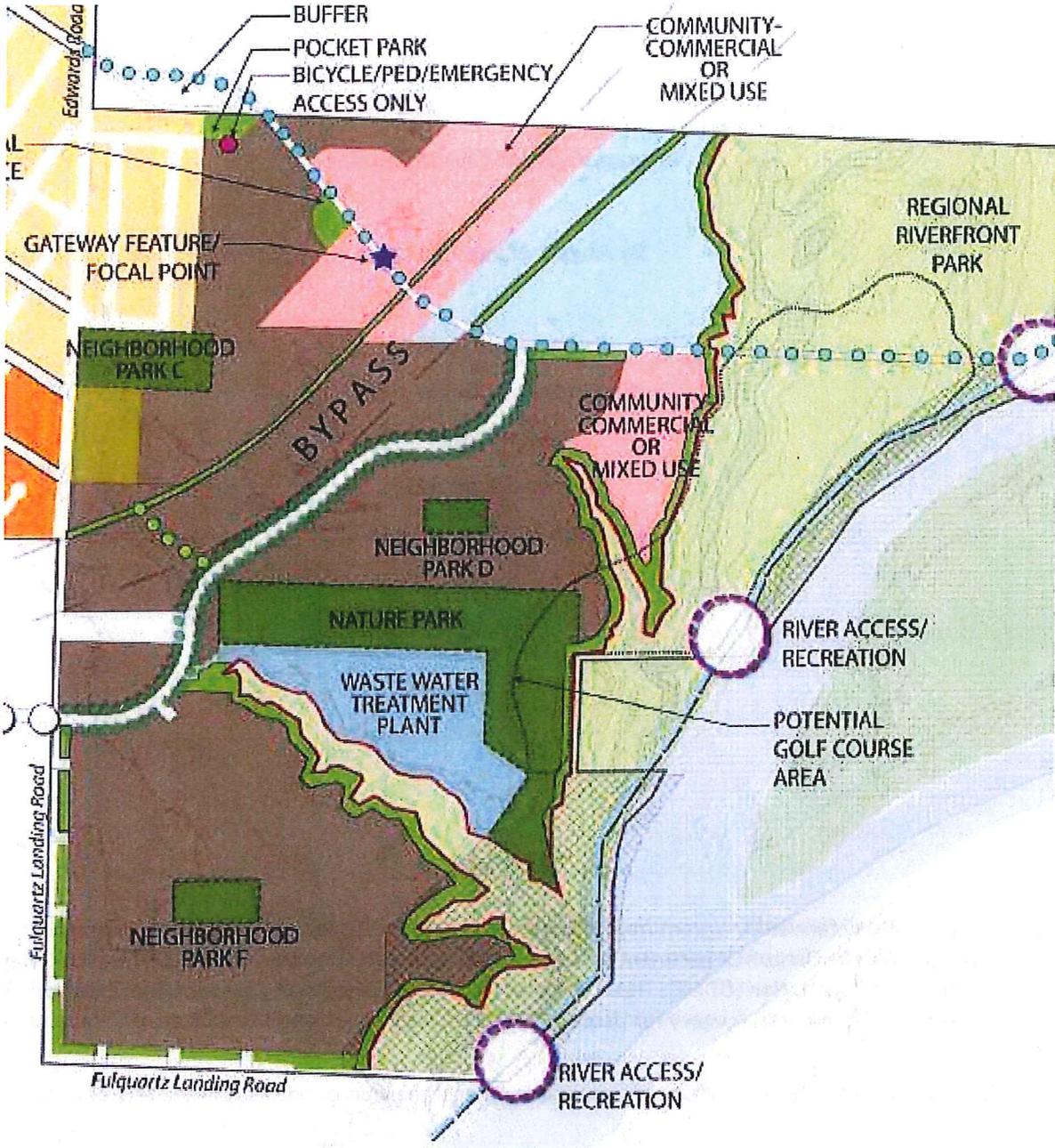
If City Council decides to move forward with either option 1 or option 2, creation of the draft Riverside District Zone will likely take several months. Upon successful creation of the Zone (successful = accepted by City staff and all affected property owners ), we will hold a Planning Commission workshop, Planning Commission hearing, and City Council hearing. Once adopted, the next steps would be for the property owner to apply for a zone change and subarea master plan review (these would be concurrent, and the zone change would be for the individual subarea), and a subdivision/site design review for the proposed development.

**Attachments:**

1. Riverside District Master Plan
2. Angelo Planning Group, DRAFT project estimate, 5/26/2016
3. Email with Laura Buhl, TGM, 5/5/2016
4. Dundee Riverside Zone Details (staff memo to property owners & representatives), 5/5/2016



# Riverside District Master Plan



Prepared for the City of Dundee  
June 2011

# Riverside District Master Plan

Prepared for the City of Dundee

By Angelo Planning Group

In Association with

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June 2011

This project is partially funded by a grant from the Transportation and Growth Management Program ("TGM"), a joint program of the Oregon Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT). This is financed in part by federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETY-LU), local government and State of Oregon funds.

The contents of this document do not necessarily reflect the views or policies of the State of Oregon.

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## Executive Summary

The Riverside District Master Plan area is comprised of about 360 acres in the City of Dundee, Oregon. The planning area fronts the Willamette River for over 6,000 linear feet across from Ash Island in the Chehalem Valley area of Yamhill County. The planning area is primarily undeveloped with the exception of a few single family dwellings and the wastewater treatment plant. The planning area encompasses the majority of the city's buildable land inventory. The City of Dundee initiated the master planning process in 2010 to provide a more detailed land use and transportation plan to guide coordinated development of this special area. The project was funded by a grant from the Oregon Transportation and Growth Management (TGM) Program consistent with Statewide Planning Goals that require cities to plan for future growth, including providing adequate land and facilities to meet long term (20-year) growth projections.

The Riverside District planning area features a number of unique assets and opportunities:

- A relatively small number of property owners and large parcels of undeveloped land, making master planning easier;
- A prime location along the Willamette River, with outstanding views of the river and surrounding areas in addition to access to water-based recreation;
- Natural resources that provide intrinsic natural values as well as amenities to future residents and visitors; and
- Community support for a creative, sustainable master plan and planning process.

The adopted Riverside District Master Plan reflects substantial input from the public involvement process, including opportunities for input from the major property owners. The Master Plan will guide future development of the planning area with a coordinated mix of residential, commercial, tourism and open space and recreational uses that are cohesive and connected with Dundee's larger community vision. The adopted Master Plan provides more detail regarding future development than can typically be provided through basic comprehensive plan designations and zoning. The Dundee Comprehensive Plan includes a new Riverside District plan designation and policies to provide a framework to implement the Riverside District Master Plan. Text of the Riverside District Comprehensive Plan Chapter is included in Appendix A of this Master Plan.

Adoption of the Master Plan concludes the following steps in a multi-step process required prior to development in the Riverside District:

1. Amendment of the Dundee Comprehensive Plan text to include a new chapter and policies relating to the Riverside District.
2. Amendment of the Comprehensive Plan Map to change existing designations for the Master Plan area from Agricultural, Residential, Commercial, Light Industrial and Public to the Riverside Plan District.
3. Adoption of the Riverside District Master Plan by reference as a support document to the Dundee Comprehensive Plan.

The City had initially hoped to amend the Development Code and the Zoning Map to apply the new Riverside District Zone (with seven subareas) to implement the master plan. However, following consideration of a March 2011 memo from the City's consulting engineer (Murray, Smith & Associates, Inc.) that documented the severity of the constraints on the existing water supply, the City decided to defer adoption of the Riverside District Zone and rezoning land in the Riverside District until more detailed infrastructure and financial plans are prepared to support the master plan, with a specific emphasis on water supply improvements.

The City will retain existing zoning that applies within the new Riverside District Plan designation for an interim period. Existing zoning is considered consistent with the Riverside District plan designation because existing zones allow less intensive, lower density development than anticipated in the Riverside District Master Plan. Uses and development allowed under existing zoning regulations will be allowed in this interim period, consistent with the provisions of the Dundee Development Code, statewide administrative rules and statutes, policies in the Riverside District Comprehensive Plan chapter, and any conditions of prior zone change approvals.

Additional land use approvals will be required prior to development to the scale and density envisioned in this master plan, including but not limited to:

- Development Code text amendment to adopt new Riverside District Zone;
- Zone change(s) to apply the new Riverside District Zone;
- Detailed master plans (by subarea) to establish local street network, identify specific park sites and trail connections, lay out blocks, refine mix of land uses and set mix of housing types and lot sizes, establish phasing schedule, etc.
- Subdivision(s) to divide land in accordance with detailed master plans; dedicate local streets parks and trail and utility easements; install public and private improvements, etc.
- Potential site design review for multi-family and non-residential buildings, unless clear and objective design standards are adopted as part of the detailed master plan for a particular subarea.
- Traffic analysis will be required as part of a zone change or site design review to document that the proposed phase of development is consistent with the overall trip thresholds outlined in the Master Plan.

This Master Plan document is divided into four sections:

- I. **Background** – This section summarizes background information for the planning area, including project goals, public involvement and land use alternatives.
- II. **Plan** – This section includes the key maps, figures and tables, including the Comprehensive Plan Map designation, the Master Plan (with land uses), the Street and Trail Plan, the Riparian Corridors, and typical street and trail cross-sections.

Section II also includes the additional Master Plan policies that will be used by staff and the Planning Commission to review future development proposals (refinement plans and subdivisions) after the Riverside District Zone is implemented.

- III. **Future Actions** – This section includes an Action Chart that identifies the issues that are left undecided, tasks left to do, or analysis that is still needed and recommended to be pursued after the plan is adopted. The Action Chart identifies action items, responsible party, and tentative time frame.

#### IV. **Appendices**

- Appendix A – Adopted Riverside District Comprehensive Plan Chapter
- Appendix B1 through B9 – Supporting Documents, including meeting summaries, land use alternatives report, charrette report, transportation analysis, and other background documents.

## I. Background

The Master Plan area was annexed to the City of Dundee in 1969. When the Dundee Comprehensive Plan was adopted in 1977, the planning area was designated for Agricultural use and placed in an Agricultural holding zone with policies stating that the land would be rezoned incrementally for residential use when need for the land was shown. In 2008, Dundee City Council approved a plan amendment and zone change affecting about 54 acres in the northerly portion of the planning area. However, the Council wanted to avoid incremental zoning of the larger area as called for in the Comprehensive Plan. As a condition of the plan amendment/zone change approval, the City Council required submittal and approval of a master plan prior to development of the subject property. During the public hearing process on the zone change, the City Council expressed interest in using the master planning process to ensure integrated planning and development of the Riverside Farms, LLC property and adjacent developable properties.

As described in the Executive Summary, the City initiated the master planning process in 2010 after receiving a grant from Oregon's Transportation and Growth Management Program. The master planning project was informed by an extensive community involvement process that included guidance from citizens and technical advisory committees, participation from property owners, public meetings, use of a project Web site ([www.dundeeiverfront.net](http://www.dundeeiverfront.net)) and other means to inform community members about the process and public hearings associated with adoption of the plan. A key step in the planning process was a design charrette to identify land use and transportation plan alternatives for the Riverside District. The charrette, held October 10-14, 2010, resulted in the identification of a preferred land use and transportation concept for the planning area. A market study and a transportation analysis of the alternatives informed the selection of the preferred alternative. A report describing the charrette process and results is available on the project Web site and in Appendix B6.

A set of Master Plan goals and objectives was developed by the project management team and project advisory committees. These goals and objectives served as the criteria used to evaluate land use and transportation alternatives that were developed during the design charrette. The plan goals are presented below.

1. Conduct a fair and transparent master planning process.
2. Build on, enhance and communicate the unique characteristics of the planning area for the citizens of Dundee.
3. Allow for a mix of future land uses that meets the City's economic, housing and other needs.
4. Create an integrated land use and transportation system that is well-connected internally and to other parts of the city, incorporates a full range of ways to travel and is safe, efficient and sustainable.
5. Incorporate natural features and resources into the Master Plan in a way that protects key resources and enhances the value of the area for future residents.
6. Develop strategies for successful, efficient and cost-effective implementation of the Master Plan.
7. Address current and future public facility needs.

The Preferred Land Use and Transportation Alternative developed through this process forms the basis for the content of this Master Plan. The Master Plan elements are described in more detail in Section II. Existing conditions in the planning area have been presented in earlier reports and can best be summarized in terms of the general context of the planning area, existing zoning and land use, and natural resources and environmental conditions.

- **Planning area context.** The planning area is approximately 360 acres in size, located southeast of the developed portions of Dundee. It is almost as large as the rest of the city. It is approximately one-quarter mile east of OR 99W and bisected by the corridor for the planned Newberg Dundee Bypass. Overcrossings of the Bypass in the vicinity of 8<sup>th</sup> Street and Fulquartz Landing/Parks Street will provide connections between the developed area of Dundee and the riverfront area. However, the Bypass divides the planning area into several subareas and provides a barrier to greater connectivity.
- **Existing land use and zoning.** Most land in the planning area currently is in residential or agricultural use or is vacant. There are a total of 24 separate parcels in the area, ranging from 0.6 to 91 acres in size, with a total of nine dwellings. The city's municipal wastewater treatment facility is located roughly in the center of the planning area and includes a series of settling ponds and lagoons. A majority of the land in the planning area is currently zoned for agricultural use. In 2008, the city rezoned about 54 acres in the northern portion of the planning area for a combination of residential, commercial and light industrial uses.
- **Urban growth boundary and city limits.** Virtually the entire study area is included within the Dundee city limits. However, the Urban Growth Boundary (UGB) generally parallels the 150-foot elevation and about 97 acres abutting the Willamette River are located within the city limits but outside of the UGB. The area outside of the UGB is currently zoned for Exclusive Farm Use (EFU) on the Dundee zoning map, and some of the area is also within Greenway and Floodplain Overlays. Under Oregon's planning system, it is unusual to have land within the city limits but outside of the UGB.
- **Natural resources and environmental conditions.** The planning area features a variety of natural resources that provide value for Dundee residents and natural systems, while also representing restrictions to future use and development of some portions of the planning area. These include areas affected by flooding or the risk of floods, waterways such as streams and wetlands, steep slopes and unstable soil conditions.
  - **Water Resources and Riparian Areas.** The Willamette River is the dominant water feature adjacent to the planning area. Two main drainage swales extend from the Willamette River to the northwest into the Master Plan area. These two riparian areas are adjacent to current agricultural land uses and the wastewater treatment plant and have intermittent tree canopy.
  - **Floodplains.** The 100-year floodplain adjacent to the Willamette River is the principal water hazard related to flooding for the City of Dundee. The City's Development Ordinance regulates development within the floodplain and floodway.
  - **Steep Slopes.** Steep slopes often represent constraints to development, given the cost of addressing the hazards related to erosion and other soil movement and the resulting impacts on properties or resources below them. Much of the area is very flat, with slopes of less than 5%. However, there are sloped areas to the east of a ridge that is located at an elevation of about 150 feet. There also are sloped areas directly adjacent to the river and in the two drainage areas that extend northwest from the river.

A significant amount of information related to conditions within and related to the planning area is found in a separate Background Conditions report prepared for this project (Appendix B5) and available on the project Web site.

## II. The Plan

This section of the Master Plan provides the maps and policies to implement the conceptual land use and transportation framework.

Rather than apply and modify existing zoning regulations for the Master Plan, a new Riverside District Zone has been proposed to tailor specific land uses, densities, and development and design standards to the unique characteristics of this area. The maps and policies in this section and the provisions of the new Riverside District Zone, when adopted, will be used by staff and the Planning Commission to evaluate future land use proposals such as detailed master plans, subdivisions and site development review applications within the Riverside District boundary. The zoning regulations will be tailored to seven distinct subareas (A through G). As described in Section I, existing zoning will be retained in the interim period before the Riverside District Zone is refined and adopted, and zone changes approved based on the criteria in Chapter 3.102 of the Dundee Code.

The following figures are adopted as part of the Riverside Master Plan:

Figure 1 – Riverside District Land Use Plan

Figure 2 – Riverside District Subareas

Figure 3 – Riverside District Transportation Framework Plan

Figure 4 – Standard Cross Sections for Local Streets

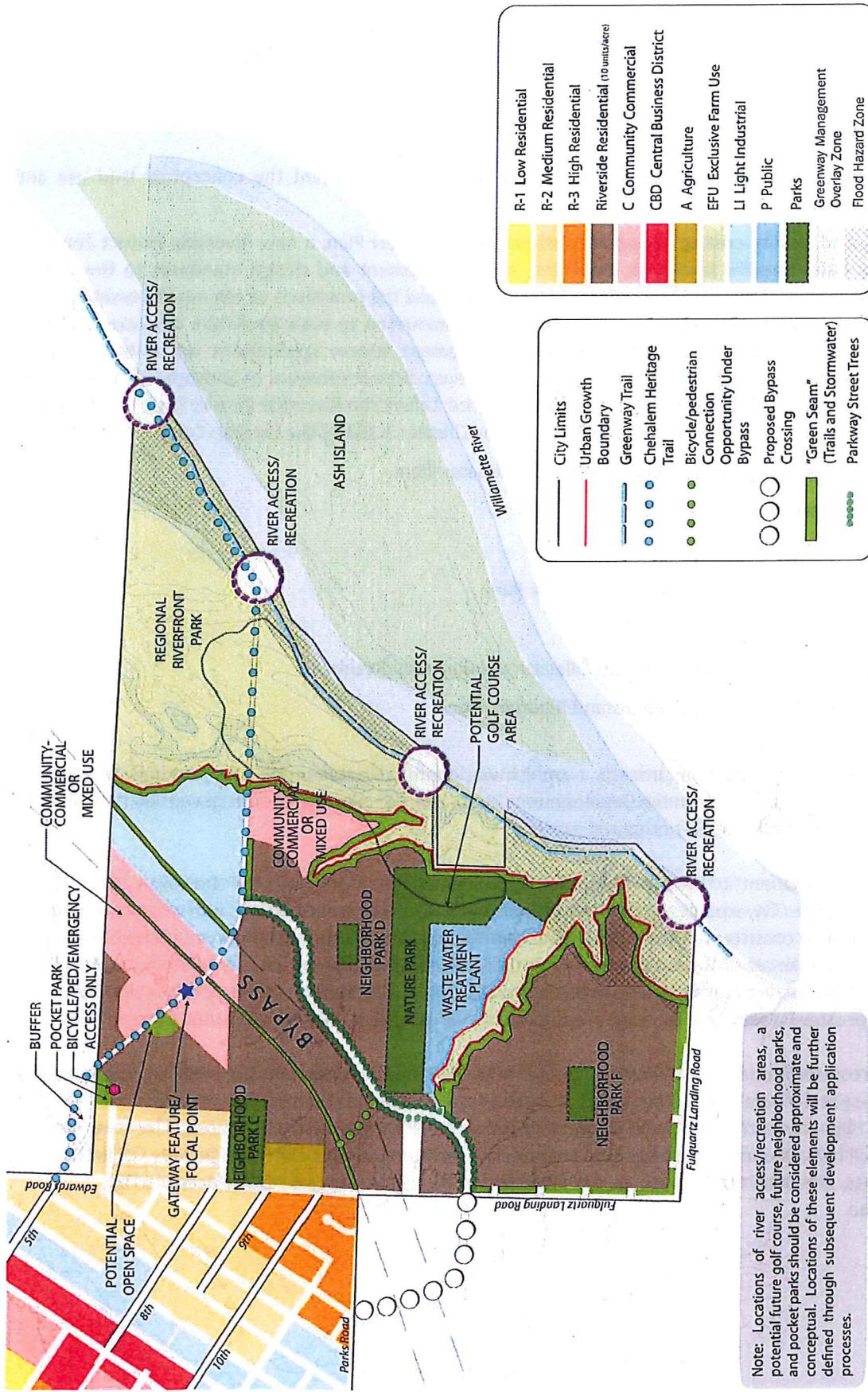
Figure 5 – Standard Cross Sections for Parkway Collector and Collector Streets

Figure 6 – Riverside District Natural Resources and Riparian Areas.

Through the Riverside District planning process, a conflict was identified between the cross-sections for Local Street I in the Dundee TSP and the Dundee Development Code. The TSP allows a 26-foot paved section while the Development Code requires a 28-foot paved section.

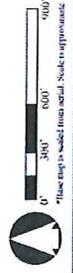
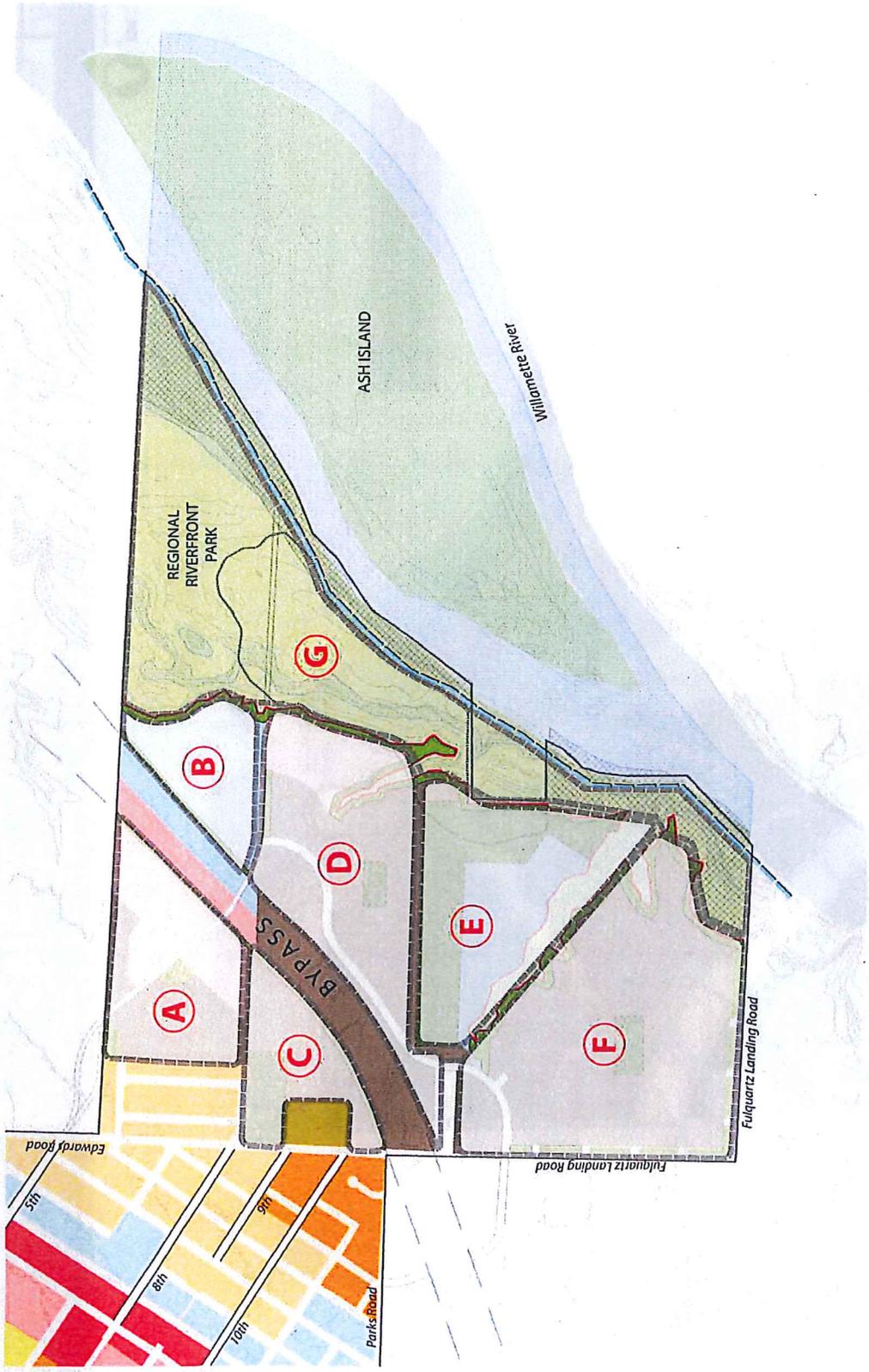
ODOT has made a commitment to the City of Dundee to fund an update of the city's TSP starting in 2011. Through that process, the City expects to consider options for local street cross-sections and will assure that TSP and Code provisions are consistent. After the TSP and Code are updated, future development in the Riverside District may be able to take advantage of a wider variety of local street cross-sections. At a minimum, street trees will be a required feature for all streets in the Riverside District. Residential streets will typically have landscape strips for street trees. Commercial areas may have wider streets with trees planted in tree wells.

The established cross-section for the Parkway Collector in the TSP and Development Code will be maintained to help establish the special character for the collector road east of the Bypass that provides an important link between the two Bypass overcrossings and connectivity of several Riverside District Subareas. The "parkway" design features will help to reinforce the special character of the Riverside District. If the Parkway Collector parallels the Bypass, the wider multi-purpose path would only be required on one side adjacent to the development area.



Note: Locations of river access/recreation areas, a potential future golf course, future neighborhood parks, and pocket parks should be considered approximate and conceptual. Locations of these elements will be further defined through subsequent development application processes.

Figure 1 - Riverside District Land Uses

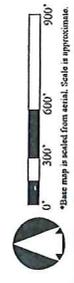
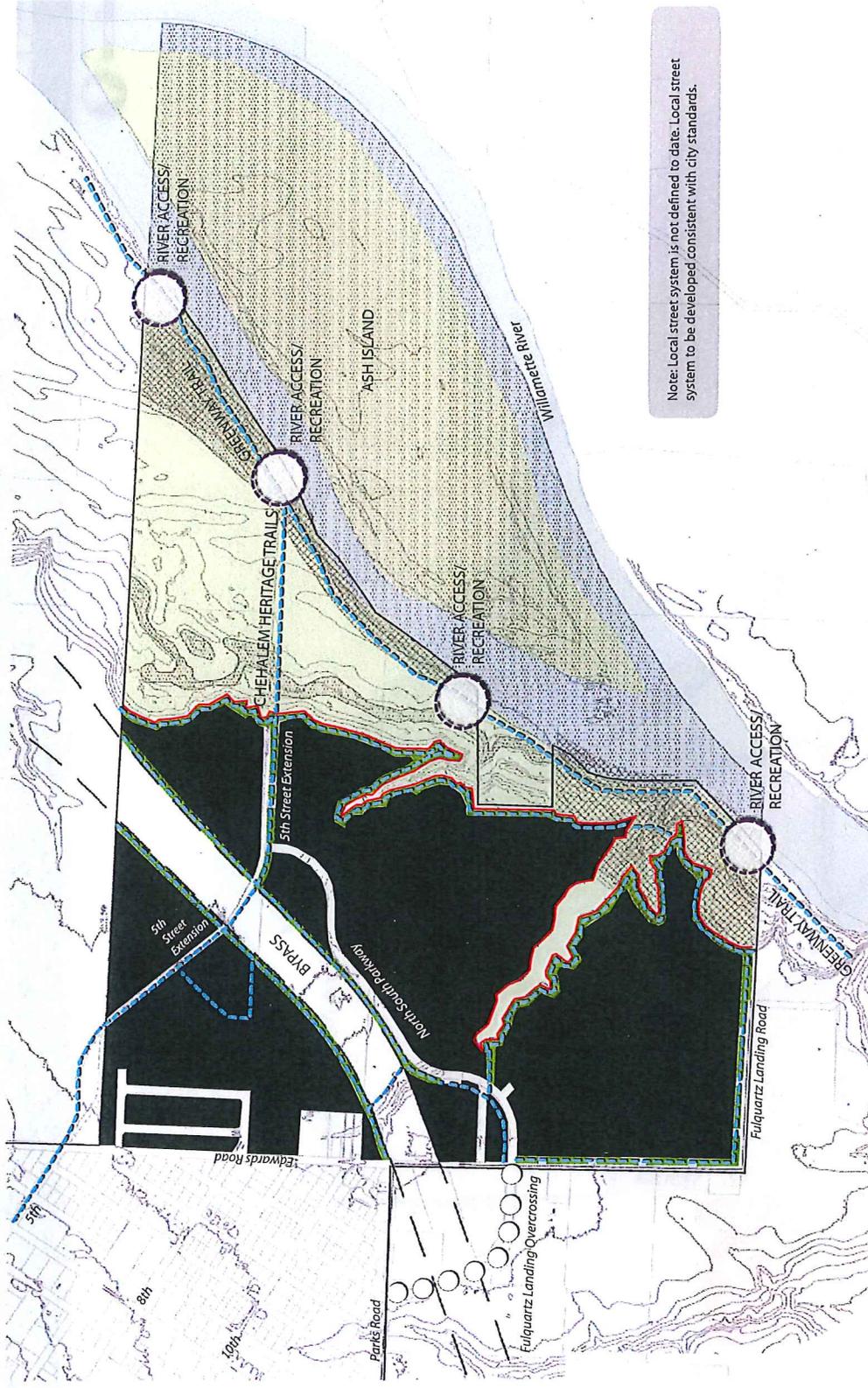


June 10, 2011

**Plan Subareas**  
 E DISTRICT AND SUBAREAS MASTER PLAN - CITY OF DUNDEE

Figure 2 - Riverside District Subareas

Figure 3 - Riverside District Transportation Framework Plan

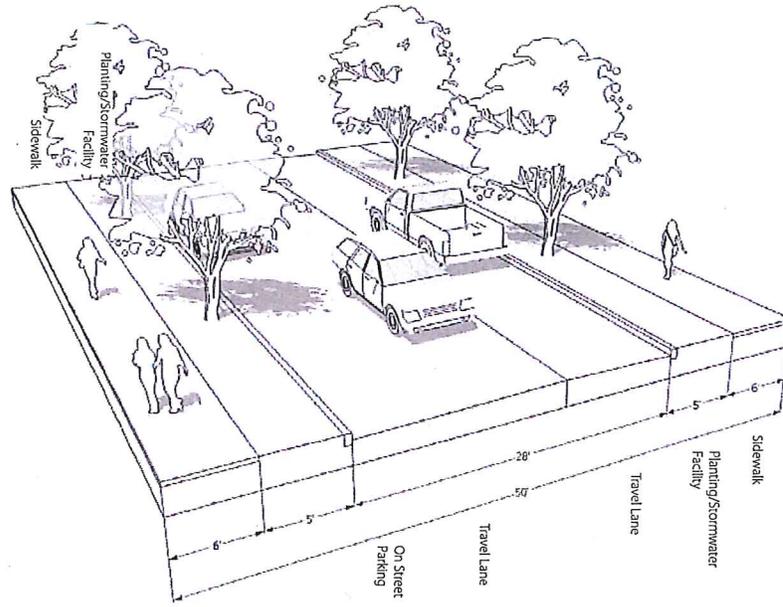


Note: Local street system is not defined to date. Local street system to be developed consistent with city standards.

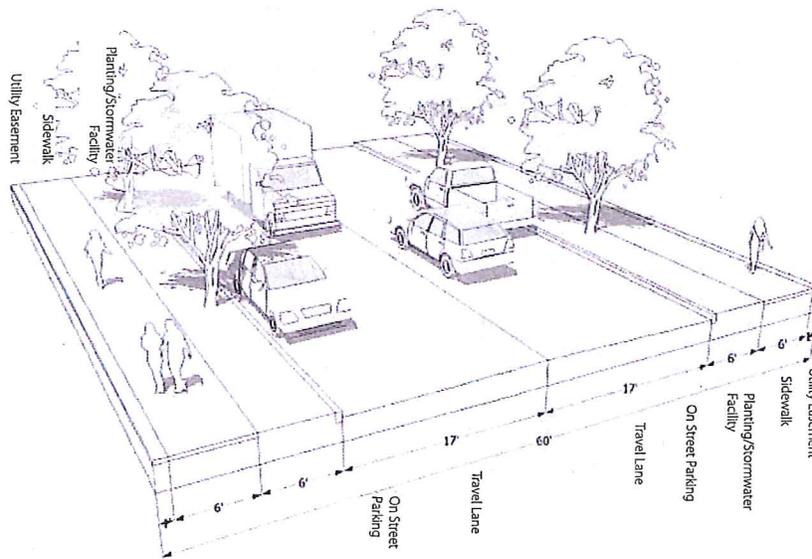


June 6, 2011

Figure 4 - Standard Cross Sections for Local Streets

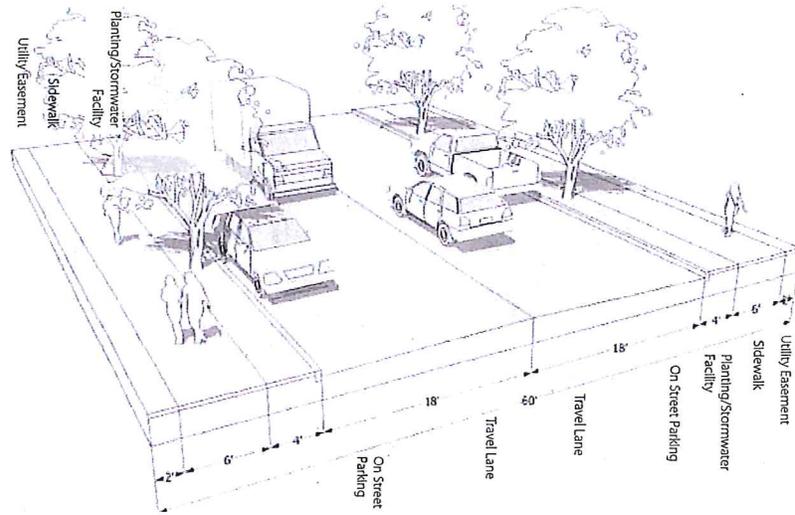


LOCAL STREET I - Two Travel Lanes with On-Street Parking on One side only

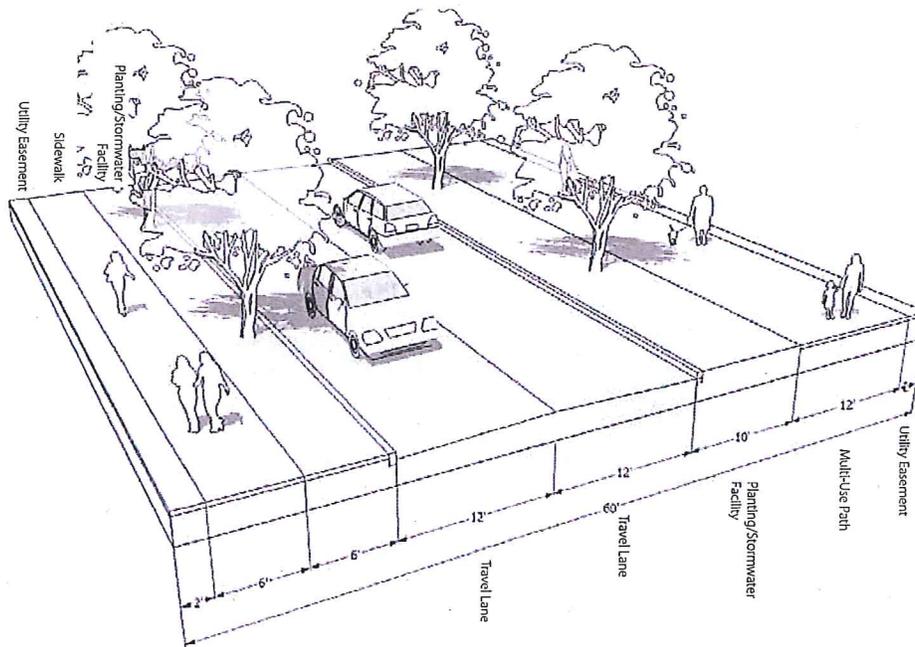


LOCAL STREET II - Two Travel Lanes with On-Street Parking on Both sides

Figure 5 - Standard Cross Sections for Parkway Collector and Collector Streets

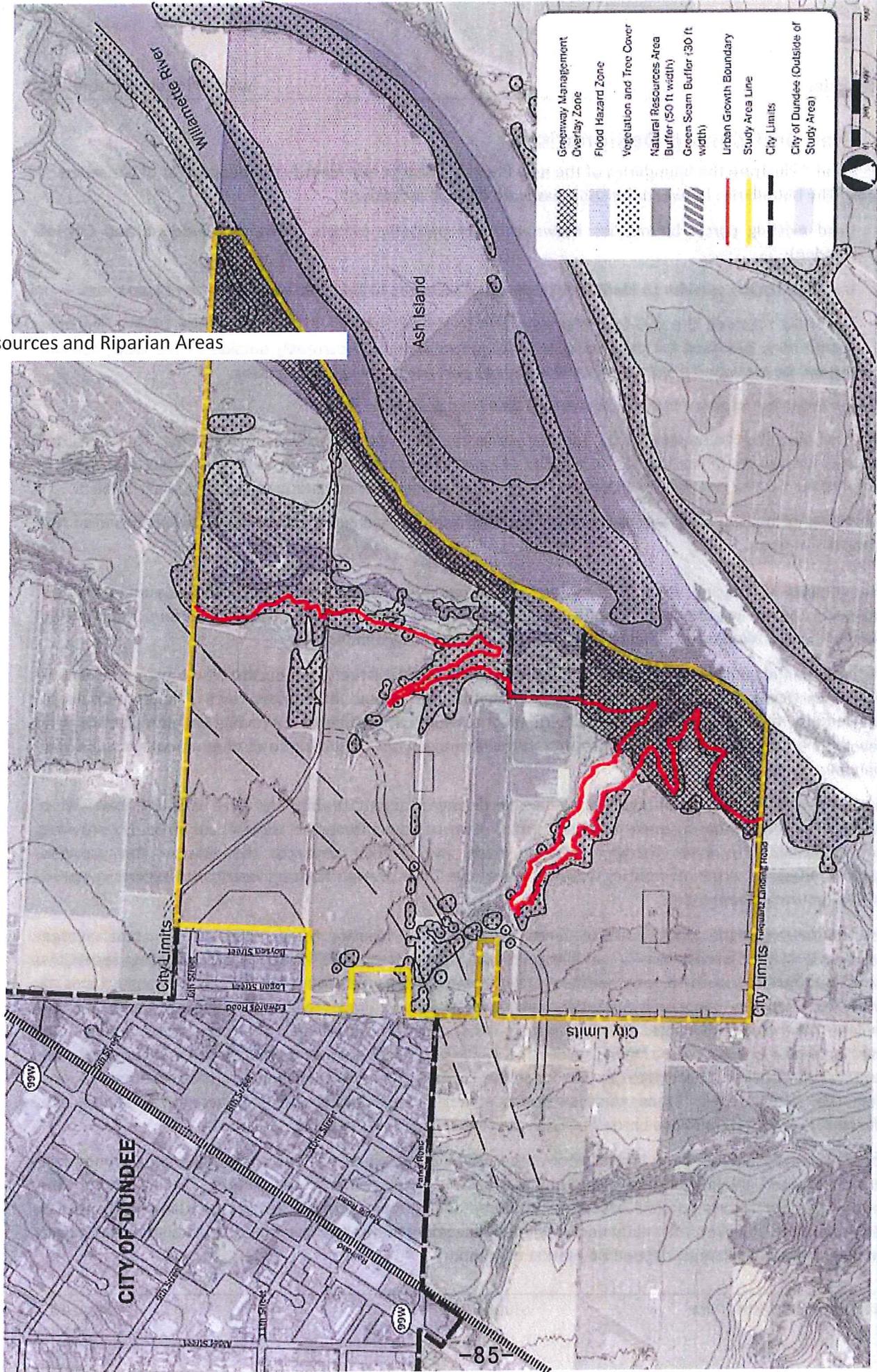


COLLECTOR - Two Travel Lanes with On-Street Parking Both Sides



PARKWAY COLLECTOR - Two Travel Lanes with no On-Street Parking

Natural Resources and Riparian Areas



## A. Plan and Zoning Designations

Figures 1 and 2 illustrate the boundaries of the new Riverside District and identify the boundaries of the seven subareas. The boundaries between the subareas were defined as follows:

- Used existing parcel boundaries between major property owners (Edwards, Lindquist and City of Dundee);
- Used the bypass corridor to identify boundaries of subareas to the west and east of the bypass; and
- Generally followed the 150-foot elevation line to define Subarea G (outside of the UGB). The only exception is provided for the two riparian corridors which are currently outside of the UGB, but will instead be protected under the Riverside District plan policies and future zoning.

Figure 1 provides the basis for the Comprehensive Plan Map amendments.

Primary land uses have been planned by subarea within the Riverside District Master Plan area. The allocation of land uses by subarea (including target number of housing units and maximum non-residential floor area) is shown in Tables 1 and 2 and provided the basis for the Master Plan transportation analysis shown in Table 5.

The allocation of housing units and non-residential floor area to Riverside District Subareas was based on the following assumptions:

- The number of housing units is consistent with population and housing projections assumed for the Riverside District in other reports and plans, including the 1999 Buildable Lands Inventory and Housing Needs Analysis, Wastewater Master Plan and Transportation System Plan.
- Higher densities and levels of development in the Riverfront District will help the city implement needed water, wastewater and transportation improvements and spread those costs over a larger number of households, thereby reducing the cost burden on existing city residents. Allowing for more density and development in this area is also important to provide and pay for trails, parks and other amenities within the planning area.
- The Master Plan assumes an average residential density of about 10 units per acre, with the flexibility to average lot sizes within a single development or over a larger subarea or several subareas. By providing broad flexibility to meet changing housing needs and market demands, the Master Plan provides opportunities for a mix of housing types to meet the City's overall housing needs and support required infrastructure and amenities.
- As summarized in the 1999 Buildable Lands Inventory and Housing Needs Analysis, the actual average housing density in Dundee was 4.7 dwelling units per net acre from 1985-1998. As stated in that report, it is clear that Dundee needs to zone additional land to meet the need for more affordable housing types at increased densities – especially as Dundee takes steps to provide more local employment opportunities. To provide for more affordable housing opportunities, the Housing Needs Analysis recommended that additional land be zoned for smaller single family lot sizes, row houses, manufactured dwelling parks and multi-family housing. Therefore, the Riverside District Master Plan is consistent with the recommendations from the 1999 Housing Needs Analysis because the plan establishes a higher average density for the Riverside District and provides broad flexibility for a mix of housing types and lot sizes.
- For the non-residential areas, typical floor area ratios were assigned to the acres designated commercial, mixed use and light industrial to arrive at the maximum non-residential floor area. The maximum non-residential floor area is possible based on standard zoning assumptions relating to parking and landscape requirements. However, the actual non-residential development in the Riverside District could be at a much smaller scale and will largely depend on market demand.

- The acreage designated for Commercial (14 acres) and Light Industrial (13 acres) uses in the Master Plan is generally consistent with the zone change approved for the Edwards property in 2008. The Master Plan identifies one additional area for Commercial or Mixed Use (8 acres) in Subarea D that is currently in the Agriculture holding zone.

General land uses for each subarea are described below and illustrated on Figures 1 and 2 on the following pages. The allocation of housing units and non-residential floor area by subarea is shown in Table 2.

**Subarea A**, located west of the Bypass corridor and north of 8<sup>th</sup> Street, includes a mix of planned commercial and residential uses along with pocket parks. The land uses in Subarea A are generally consistent with the uses approved as part of the 2008 zone change for River Farms, LLC, with some refinements in the location of certain uses. General land use categories for Subarea A are summarized below.

- Permitted residential uses include a mix of single-family detached units on relatively small lots, single-family attached units (e.g., townhouses or rowhouses) and some multi-family uses. Lower density residential uses are planned at the west edge of Subarea A for compatibility with adjacent development. A broader mix of housing types and higher densities are accommodated in the central portion of the Subarea. The Master Plan targets development of up to 110 residential units in Subarea A.
- Commercial and Mixed uses are located in the easterly portion of Subarea A, abutting the Bypass and higher density residential uses. The commercial use category accommodates a variety of retail, service and office uses. Drive-through facilities will be prohibited to foster a village scale. The Riverside District Zone may limit the footprint of individual buildings, require conditional use approval for buildings over a certain size (such as 10,000 or 20,000 square feet) and impose design standards. The Commercial and Mixed Use areas will provide flexibility for vertical and horizontal mixed use, including upper story residential or office over ground floor commercial and live/work units. The Master Plan allows development of up to approximately 147,000 square feet of non-residential floor area in Subarea A, assuming typical floor area ratios for commercial development. The actual amount and scale of commercial development may be lower, based largely on market demand.

**Subarea B**, located east of the Bypass corridor and north of 8<sup>th</sup> Street, is designated for light industrial use. Permitted uses in this area include food and beverage production and sales activities, which could include a “Vintner’s Village” of independent wine production and tasting facilities and indoor and outdoor event space. Other permitted uses include eating and drinking facilities. The Master Plan envisions that uses in Subarea B will have a synergy with tourist, open space and recreational uses that take advantage of the riverside location east of the Bypass. The Master Plan allows development of up to 204,000 square feet of non-residential floor area in Subarea B, assuming typical floor area ratios for this type of development. The actual amount and scale of development in Subarea B may be lower, based largely on market demand.

**Subarea C**, located west of the Bypass corridor and south of 8<sup>th</sup> Street, is designated for residential uses and a neighborhood park. Permitted residential uses include a mix of single-family detached units on standard and small lots, single-family attached units (e.g., townhouses or rowhouses) and some multi-family uses. Lower density residential uses are planned at the west edge of Subarea C for compatibility with adjacent development. Residential densities are higher closer to the Bypass. The Master Plan targets development of up to 64 residential units in Subarea C.

The Master Plan identifies the location of a neighborhood park in Subarea C that will be dedicated with development. The park location reflects the amenity value of specimen Oak trees and is based on neighborhood park size and location criteria from the Dundee Parks and Open Space Plan. The size and location of the neighborhood park is conceptual and the precise location and size will be determined as part of a future development application process.

**Subarea D** includes a mix of residential, commercial and mixed use designations, as well as a possible golf course that may be located in the eastern portion of this subarea and extend into Subarea G. A neighborhood park is also required with development of this Subarea. Master Plan designations in this subarea include the following:

- A mixture of residential housing types and lot sizes, including single-family detached units on small to medium sized lots, single-family attached units (e.g., townhouses or rowhouses), duplex or tri-plex units and multifamily units. The Master Plan targets development of up to 277 residential units in Subarea D.

An area is identified for commercial or mixed use development in the northeast portion of Subarea D. Permitted uses include lodging, restaurants and recreation related uses, including a golf club house. The Master Plan envisions that uses in this commercial/mixed use area of Subarea D will have a synergy with tourist, open space and recreational uses that take advantage of the riverside location east of the Bypass. The Master Plan allows development of up to about 91,500 square feet of non-residential floor area in Subarea D. The actual amount and scale of commercial/mixed use development in Subarea D may be lower, based largely on market demand.

- The Master Plan also allows development of a golf course in a portion of Subarea D. A golf course is considered an appropriate use, but conditional use review is required to identify public access around and through a golf course to the riverfront. Because a specific location has not been defined, the acreage associated with a potential 9-hole golf course has not been deducted from the overall land inventory.
- The Master Plan identifies the conceptual location of a neighborhood park in Subarea D that will be dedicated with development, based on neighborhood park size and location criteria from the Dundee Parks and Open Space Plan. The precise location and size of the neighborhood park will be determined as part of a future development application process.

**Subarea E** includes the city's wastewater treatment plant (WWTP), approved treatment plant facilities, and a new nature park. All uses that are permitted outright or with conditional use approval in the Public (P) zone will be permitted in Subarea E. The Public zone permits the public facilities and park uses. Private golf and related facilities (such as a driving range) are identified as conditional uses in the Public zone.

**Subarea F** is designated for residential uses and a neighborhood park. Permitted residential uses include a mix of single-family detached units on small to medium sized lots, single-family attached units (e.g., townhouses or rowhouses), duplex and tri-plex units and multi-family units. The Master Plan targets development of up to 519 residential units in Subarea F. The Master Plan identifies the conceptual location of a neighborhood park in Subarea F that will be dedicated with development, based on neighborhood park size and location criteria from the Dundee Parks and Open Space Plan. The precise location and size of the neighborhood park will be determined as part of a future development application process.

**Subarea G** is currently located within the city limits but outside of the UGB. The Master Plan designates Subarea G for mixture of agriculture, parks, open space and recreational uses, including a regional riverfront park and trails, a possible 9-hole golf course and other open space areas. This area will remain zoned for Exclusive Farm Use by the City of Dundee until such time as it is brought into the city's UGB. All of the planned uses in this area are allowed in Dundee's EFU zone as outright or conditional uses, including a golf course. The Master Plan does not identify any housing, commercial or employment uses in Subarea G.

In April 2011, the Department of Land Conservation and Development (DLCD) indicated that golf courses are not allowed on high value farmland under state statutes and rules, even if the use is allowed under the City's EFU zone. This comment was brought up late in the process, and a golf course has been considered an appropriate use throughout the master planning process and was expressly discussed at the October design charrette for the Riverfront District. No changes to Dundee's acknowledged EFU zone are proposed as part of this process. The City of Dundee will support efforts to expand the UGB to coincide with the existing city limits and provide more appropriate zoning to accommodate the urban park, open space and recreational uses identified in the Riverside District Master Plan. The waterfront open space and recreational uses are integral to and needed to support the

overall development and open space vision of the Master Plan. Additionally, Yamhill County has recommended a UGB amendment that would accommodate the uses shown in the master plan and remove the on-going confusion regarding land use jurisdiction.

The following table summarizes projected acres of development by land use type, as well as target dwelling units, and square footage of retail, commercial, and industrial development for the Riverside District.

**Table 1 – Riverside District Land Uses**

Locations/Designations	Acres	Percent <sup>1</sup>	Target Dwelling Units <sup>3</sup>	Maximum Floor Area of Development <sup>4</sup>
Inside urban growth boundary (UGB)				
Residential	100	38%	970	
Commercial	22	8%		239,000
Light Industrial	13	5%		204,000
<i>Subtotal</i>	<i>135</i>	<i>51%</i>	<i>970</i>	<i>443,000</i>
Neighborhood Park	8	3%		
Nature Park	24	10%		
Roads (excluding Bypass)	29	11%		
Trails/green seams	23	9%		
Newberg Dundee Bypass corridor	27	10%		
Wastewater treatment plant <sup>2</sup>	17	7%		
<i>Subtotal (Inside UGB)</i>	<i>263</i>	<i>73%</i>		
Outside UGB (open space or recreation)	97	27%		
<b>Total Planning Area</b>	<b>360</b>	<b>100%</b>	<b>970</b>	<b>443,000</b>

Notes

1. Percentages are as a total of land within the UGB except the Subtotal and land outside the UGB.
2. A small portion of the treatment plant acreage reflected in this number is outside the UGB; acreage does not include potential turtle habitat areas south of Lagoon #4 (Canyon Lake)
3. Assumes a mix of housing types and an overall average density of about 10 units/acre.
4. Assumes floor area ratios of 0.25 for commercial and mixed use and 0.35 light industrial and hotel uses.

**Table 2 – Target Dwelling Units and Non-Residential Floor Area by Subarea and Land Use**

Subarea	Land Use Designation	Acres	Target Dwelling Units	Max. Non-Residential Floor Area
A	Commercial	14	14	147,500
A	Residential	13	96	NA
B	Light Industrial	13	NA	204,000
C	Residential	11	64	NA
D	Commercial/Mixed Use	8	NA	91,500
D	Residential	23	277	NA
E	Public	41 <sup>1</sup>	NA	NA
F	Residential	53	519	NA
G	Agricultural, Open Space and Recreation	97	NA	NA
<b>TOTAL</b>		<b>273<sup>2</sup></b>	<b>970</b>	<b>443,000</b>

Notes

1. Acreage includes approximate area of WWTP and planned Nature Park
2. This total does not include the area estimated for neighborhood parks, trails, roads and the Bypass corridor, shown in Table 1.

**B. Riverside District Policies**

After the adoption and implementation of a new Riverside District Zone, the following policies will apply to Planning Commission review and approval of detailed master plan(s) and subdivision(s) of individual or consolidated subareas within the Riverside Master Plan District. The detailed master plan and subdivision reviews will be key steps in setting the stage for specific development of each subarea because they will:

- Establish and dedicate the local street system;
- Identify the specific location and size of neighborhood park(s) identified in the Master Plan and dedicate the planned park(s) in conjunction with the subdivision;
- Confirm that the number of residential lots is consistent with the overall target residential units;
- Layout infrastructure (particularly water and sewer) to accommodate the proposed subdivision and identify improvements needed to assure adequate public facilities; and
- Include a simple traffic analysis to assess the trips and required transportation improvements based on the overall transportation analysis completed for the Master Plan.

The policies will also apply to discretionary review of conditional uses, site design review and amendments of the Riverside District Master Plan. However, the policies will not apply to the review of individual building permits for development on platted lots that is consistent with the use tables and design standards of the Riverside District Zone once it is adopted.

*Land Use*

As shown in Figure 1, the Riverside District Master Plan envisions the long-term development of a cohesive district that includes a mix of land uses and housing types served by an interconnected of “complete” streets

with planter strips, street trees and sidewalks. A substantial portion of the Riverside District will be devoted to park, open space and a trail network that will serve both the Riverside District and the larger community and provide a unique amenity for development. Non-residential development is targeted to the northerly 1/3 of the Riverside District. It is envisioned that commercial uses to the west of the Bypass will be smaller-scale neighborhood commercial uses. Non-residential uses to the east of the Bypass are envisioned to be larger-scale "destination" uses such as wineries, event facilities, hotel, restaurants and related uses.

1. The Riverside District Master Plan identifies the approximate location and acres of general land use categories by subarea (See Figure 2 and Table 2). Through the detailed master plan and subdivision process, the applicant shall have the ability to propose minor changes between the boundaries of the use areas, consistent with the overall target housing units and non-residential floor area allocated to the subarea.
2. When a partition or subdivision application is submitted for a subarea, even if it only includes a smaller first phase of development, a detailed master plan shall be submitted for the entire subarea to show the layout of streets and more precise location of the neighborhood park (if a conceptual location is shown on the approved Master Plan for the Subarea). The detailed master plan will provide the tool to track the target housing units and maximum non-residential floor area consistent with the allocations by subarea in Table 2.
3. A mixture of different building types is encouraged within the residential areas (e.g. single family residential, duplex, attached single family residential, multi-family). Outside of the overall target number of housing units specific for each subarea, it is expected that the Riverside District Zone will provide broad flexibility for a mix of housing types and lot sizes. The detailed master plan shall identify lots intended for attached and multifamily housing. To ensure efficient use of land in the Riverside District, an average density of 10 units per acre is established. Lot sizes may be averaged and densities may be shifted between subareas to provide flexibility to meet changing housing and market needs.
4. Development within subareas designated for commercial, mixed use and light industrial uses in Subareas A, B and D shall be consistent with the standards included in the Riverside District Zone (when adopted), including limitations on certain uses, maximum building size and basic design standards.
5. The approved Master Plan assumed certain categories of commercial and light industrial uses would be appropriate in the Riverside District. While the Riverside District Zone will provide some flexibility for the City to allow "similar uses" through a Type I-B review, a major change in the list of permitted and conditional uses will require Type II Planning Commission approval or a Type IV Development Code text amendment.
6. The Master Plan identifies a conceptual location for a potential golf course. While a golf course is considered an appropriate use in the Riverside District, conditional use approval is required to review the layout of the golf course relative to public trails and access to the riverfront. Additionally, conditional use approval is required for any portion of the golf course located within Dundee's Exclusive Farm Use (EFU) zone. Through the conditional use review process, the City shall also encourage the use of recycled wastewater or on-site water sources for golf course irrigation to avoid pressure on the City's domestic water supply sources. Based on input from the Department of Land Conservation and Development, development of a golf course on Dundee's designated EFU land may require a goal exception or UGB amendment.
7. The City will support a future UGB amendment application to include Subarea G within Dundee's UGB to accommodate the open space and recreational uses identified in the Riverside Master Plan. The location of this subarea inside of the city limits but outside of the UGB complicates land use jurisdiction.
8. If the School District identifies a need for future school(s) within the Master Plan area, appropriate site(s) shall be identified consistent with the policies of the Dundee Comprehensive Plan and/or School District Facility Plan.

9. The Riverside District Master Plan does not designate potential school sites and the transportation analysis did not assume development of a school in any of the subareas. At a minimum, development of a public school within the Riverside District would require conditional use approval and a full traffic analysis.

### *Transportation*

The main elements of the Riverside District transportation system are shown in Figure 3. This figure shows the approximate location of the two overcrossings of the Bypass that will be built by ODOT. The approximate location of the "Parkway Collector" is also shown to the east side of the Bypass. The local street system for the Riverside District will be defined as part of subsequent land use applications, based on established code standards for street connectivity and maximum block length.

1. The Riverside District Master Plan accommodates the development of the Bypass in the location shown in the Tier 2 Draft Environmental Impact Statement (Tier 2 DEIS) and the Dundee TSP. ODOT shall acquire all right-of-way needed for the Bypass and the overcrossings and construct the facilities.
2. The City and the affected property owners will continue to coordinate with ODOT on the location and design details for the overcrossings and landscaping of the berms. The City will advocate for a design that maximizes the developable area in the Riverfront District and reduces the visual impact of the Bypass.
3. An interconnected street system shall be provided within and between residential, commercial, and mixed use areas. Because local streets may be extended on an incremental basis in some subareas, it may be necessary to accept temporary dead-ends or "stub streets" that will be extended when future development occurs.
4. All streets shall be built to established standards for street connectivity and block length as set forth in Chapter 2.202 of the Development Code. Street standards in the Riverside District Zone shall supersede TSP or Development Code standards where they conflict.
5. The collector to the east side of the Bypass shall be developed to a "parkway" standard to integrate the subareas and help establish the overall design character of the Riverside District. In addition to providing internal connections east of the Bypass, construction of this road will ensure that all subareas east of the Bypass would have two ways to cross the Bypass, which is important for safety and emergency service reasons.
6. Street trees shall be required in all subareas of the Riverside District. Street trees shall be installed and maintained to the standards specified in the Development Code.
7. No private streets shall be allowed in the Riverside District.
8. Developers will be allowed and encouraged to construct green street features on local and collector streets to reduce the amount of stormwater entering local rivers and streams, reduce demand on the city's infrastructure and improve water quality. Modifications to street standards will be allowed without a variance at the subdivision phase if a developer proposes green street features that are approved by the City Engineer and Planning Commission.
9. Where cul-de-sacs are constructed, they shall comply with the maximum length standards in Section 2.202 of the City of Dundee Development Code. A pedestrian and bicycle connection may be required between the end of the cul-de-sac and the nearest local street to provide connectivity.
10. Sidewalks shall be provided along both sides of all streets. Where a wider multi-use path is provided (for example, on the side of the Parkway Collector adjacent to the Bypass or on the urban side of the Fulquartz Landing Road frontage), the multi-use path shall replace the required sidewalk.
11. A pedestrian/bicycle pathway shall be accommodated under the Bypass structure located near 10<sup>th</sup> Street to provide an ADA accessible connection between Dundee and the Riverside District. The City of Dundee may

pursue grants to fund construction of this undercrossing. ODOT has committed that the Bypass design will accommodate the pedestrian/bicycle pathway.

### *Water, Wastewater and Stormwater*

Water, wastewater and stormwater facilities that are needed to support proposed development in the Riverside District will require further planning of needed improvements, updates of city system development charges (SDCs) and other fees, and coordination between the city and property owners regarding the timing and funding of infrastructure improvements. The types of improvements required to serve the Riverside District are described in more detail in the Land Use Alternatives Report in Appendix B7 and the Cost Estimates, Funding Strategies and Responsibilities document Appendix B9 (adopted by reference).

1. Public facilities for the Riverside District shall be planned, designed and constructed in accordance with adopted Public Facility Master Plans for water, wastewater and stormwater.
2. Each subdivision or development application shall show that its water, wastewater and stormwater requirements can be met adequately by infrastructure that is in place or will be in place at the time of occupancy. The City Engineer shall review and confirm the adequacy of infrastructure plans prior to City approval of the land use application. As a general policy, the City requires that developers bear the cost of infrastructure improvements required to support their project.
3. As authorized by ORS 94.504, the City may require City Council approval of Development Agreements as a condition of subdivision or development application approval to allow the city and an applicant to coordinate in the provision of facilities to serve the development. The Development Agreement may require specific performance conditions for development of the property. These performance conditions may include, but are not limited to, construction of public facilities, dedication or reservation of land for right-of-ways, easements, or parks, or other conditions proper for the development.
4. Planning for water use should incorporate techniques and systems for water reuse and conservation to the greatest degree practical, including potential reuse of wastewater for irrigation or other purposes.
5. The City will encourage natural stormwater drainage systems designed to manage and filter as much stormwater on site as reasonably possible and to incorporate natural drainage and management techniques. Examples and illustrations of low impact development approaches that may be appropriate in the Riverside District are included in the Background Conditions Report, Charrette Report, and Land Use Alternatives Report in Appendix B.

### *Parks, Open Space and Trails*

Figure 1 illustrates the park and open space framework for the Riverside District, including planned neighborhood parks, a regional riverside park, a nature park, and a connected trail system to access the river and connect the various subareas. Figure 6 highlights natural resource and riparian areas and identifies the general location of the riparian buffer (50 foot width) and green seam buffer (30 foot width).

1. A minimum of three neighborhood parks shall be established within Subareas C, D, and F as shown in Figures 1 and 2 of the Riverside District Master Plan and based on the housing target of 970 dwelling units. The specific location and size of each neighborhood park shall be refined through the detailed master plan and subdivision process. However, each neighborhood park site shall be consistent with the location and size criteria in the adopted Dundee Parks and Open Space Master Plan and the Neighborhood park sites shall be developed in accordance with the provisions of the Parks and Open Space Zone (Chapter 2.111) of the Development Code. The City shall collaborate with Chehalem Parks and Recreation District (e.g. IGA) on Riverside District park and trail issues such as dedication, improvements, standards, maintenance, etc.

2. A regional riverside park is planned in Subarea G as shown on Figure 1. The existing sloped, wooded area within the riverside regional park area shall generally be protected in a natural state as part of future park development. This wooded area may contain trails or other passive recreational facilities (e.g., interpretive features).
3. Planning for the regional riverside park shall be coordinated between the City of Dundee and the Chehalem Park and Recreation District. Additionally, planning shall include coordination with the Oregon Department of Parks and Recreation to ensure opportunities to connect to a potential future state park on Ash Island, should such a park be developed.
4. Figure 1 of the Riverside Master Plan shows development of a “nature park” on city-owned property to the north of the wastewater treatment plant facilities. Development of this park should be consistent with the conceptual park plan approved by the City Council.
5. The Riverside District Master Plan establishes a buffer around the Canyon Lake Natural area, extending to approximately the 150-foot elevation line to the south and west of this area (see Figure 6). Within this area, human access and activity will be restricted to help protect habitat for two turtle species – the Western Painted and Western Pond Turtles. In addition, a secondary, additional riparian buffer of approximately 50 feet is established beyond the 150-foot elevation line, within which uses will be limited to natural resource protection, open space and passive recreation, such as walking and bicycling. A pedestrian and bicycle pathway may be constructed within this riparian buffer area.
6. The Riverside District Zone will protect riparian areas by using a regulatory approach consistent the State of Oregon’s Goal 5 safe harbor approach (50 foot setback from top of bank), and by allowing developers (if they want an alternative to the safe harbor approach) to inventory riparian and other natural resources and identify alternative measures to protect them, consistent with the goals and requirements of the this Master Plan, as well as the city’s Comprehensive Plan and Development Code.
7. A linked trail system shall be developed within the Riverside District and integrated with plans for the Willamette Greenway Trail and Chehalem Heritage Trail as shown on Figures 1 and 3. Through the subdivision and development permit process, the City of Dundee may require dedication or easements to accommodate the development of the trail system. In general, 30-foot wide easements will be adequate to accommodate 10-foot wide multipurpose trails. As noted above, a wider 50-foot easement will be required along the designated riparian corridors.
8. Locations of trail connections and associated riverfront recreational opportunity areas are conceptual and will be further detailed as future Action Items.
9. The City will support “green” development approaches, including co-location of stormwater swales in parks and along linear trail corridors to reduce land needs and costs and create opportunities for education, amenities, and recreational activities.

## C. Implementation

### *Land Use and Development*

Development of the Riverside District Master Plan is expected to occur over an extended period of time, given that land in the planning area represents a 20-year supply of buildable land based on future population projections for Dundee. Development of subareas A and C west of the Bypass is likely to occur first, given proximity to existing city transportation facilities and other municipal services. Development of a golf course in the eastern section of the planning area (portion of subareas D and G) could also occur earlier given that it would require limited public facilities in comparison to other land uses designated east of the Bypass corridor.

Development within the Master Plan area will be dependent on the ability to provide needed public infrastructure and services, including water, wastewater, stormwater and transportation facilities. General phasing objectives include the following, some of which are described in more detail in Section III Action Charts.

- A new Riverside District zone will be adopted to implement the Master Plan.
- When the Riverside District Zone is adopted, the City Council may condition approval of zone changes to the Riverside District Zone based on availability of adequate public facilities. A similar condition was attached to the 2008 approval of the plan amendment/zone change for Riverside Farms, LLC.
- Water, wastewater and stormwater facilities should be sized to accommodate projected total future levels of development. Reimbursement agreements, a Riverside District System Development Charge, development agreements or other mechanisms may be needed to ensure equitable arrangements for funding these facilities.
- Roads should be sized and constructed per the classifications and standards identified in this Plan and the City's TSP. Where development is proposed on only one side of a road, a half-street or three-quarter street improvement may be allowed if it provides adequate capacity and connectivity for automobile, bicycle and pedestrian travel.

### *Transportation Facilities and Improvements*

Phasing of transportation facilities and improvements will be related to a number of factors, including coordination with construction of the Bypass; implementation of needed improvements to facilities outside the planning area, including OR 99W, Fulquartz Landing, Edwards and Parks Drives and 5th and 8th Streets; and construction of a new parkway collector road east of the Bypass corridor. The Phasing Analysis documented below provides the City and ODOT with traffic volume thresholds that will trigger transportation improvements. This phasing analysis is intended to facilitate the timely construction of transportation facilities as their need arises, thereby relieving the need to perform individual traffic studies for each component of development. The City may choose to monitor traffic on the major transportation facilities serving to access the Southeast Dundee area, so as to better understand the imminence of approaching transportation needs. Phasing requirements and issues include the following:

- To the extent that development in the Riverside District occurs prior to construction of the Bypass, it must not preclude or interfere with eventual construction of the Bypass.
- The 8<sup>th</sup> Street right-of-way may continue to be used as a means of connecting the portions of the Master Plan area on either side of the Bypass corridor, prior to construction of the Bypass.
- Implementation of the 5<sup>th</sup> Street Extension will require approval of a statewide exception to Goal 3 (Agricultural Lands) or a minor UGB amendment. Prior to or in lieu of the 5<sup>th</sup> Street Extension, a combination of 8<sup>th</sup> Street (east of Edwards Road), Edwards Road (north and south of 8<sup>th</sup> Street) and 5<sup>th</sup> Street are likely to be used as the primary routes from the northern portion of the planning area to OR 99W. Use of these roads will necessitate the following interim transportation improvements (or improvements to be made in lieu):
  - Improvements to Edwards Road to meet Collector Street standards, including the provision of sidewalks, will be needed when development in Subareas A-D results in approximately 250 net new trips along Edwards Road (north and south of 8<sup>th</sup> Street) during the weekday p.m. peak hour. (See Table 3-6 for more information). These improvements should be constructed as new development along Edwards Road occurs, consistent with section 2.206 of the Dundee Development Code.
  - Improvements to 5th Street to meet Collector Street standards between OR 99W and Edwards Road will be needed when development in Subareas A-D results in approximately 200 net new trips along 5<sup>th</sup> Street during the weekday p.m. peak hour (see Table 3-6 for more information).

- Addition of a westbound right turn lane at the intersection of OR 99W/5<sup>th</sup> Street (\$100,000) will be needed if development in Subareas A-D results in approximately 24 net new trips at the intersection during the weekday p.m. peak hour prior to construction of the Newberg Dundee Bypass. If this threshold of 24 additional trips is not met prior to construction of the Bypass, this improvement will not be needed.
- Construction of the planned Bypass overcrossing connecting to the 5th Street Extension will require that local infrastructure be in place first. This could include implementation of the 5th Street Extension or the interim improvements described above, as well as the extension of 8th Street to the east of the Bypass.
- The 5<sup>th</sup> Street Extension or a connecting link to the Bypass overcrossing should be fully constructed when the Bypass is constructed.
- As development occurs within the Master Plan area, construction of the planned North/South Parkway Collector east of the bypass corridor must be phased in such a way as to provide adequate connectivity both within the Master Plan area and between areas east and west of the future Bypass facility. Phasing should be as follows:
  1. If this road is constructed before construction of the Bypass:
    - a. The road shall be partially constructed as frontage development of the collector is complete; or
    - b. The road shall be fully constructed when 100% of development in Subarea D is complete, or
  2. If the road is constructed after or during construction of the Bypass and the Bypass construction severs connections between Subarea D and access to either 5<sup>th</sup> Street, 8<sup>th</sup> Street or Parks Drive, then ODOT must have a temporary detour plan in place to provide access between Subarea D and these facilities (5<sup>th</sup>, 8<sup>th</sup> or Parks).
- If Subareas D or F are developed before the Bypass is constructed, traffic from those developments would utilize Fulquartz Landing and Parks Drives to access OR 99W.
- Improvement of Parks Drive to a collector street standard, including the provision of sidewalks, will be needed when developments in Subareas A-G result in approximately 275 net new trips along Parks Drive during the weekday p.m. peak hour (see Table 3-6 for more information).
- Construction of a new traffic signal at Parks Drive and OR 99W will be needed when full build-out of Subareas A-G occurs with or without development of the Bypass, or when warranted (all new traffic signals must be approved by the state traffic engineer).
- Railroad crossings:
  - Railroad crossing improvements along 5th Street will be needed when development in Subareas A-D result in approximately 200 net new trips along 5<sup>th</sup> Street during the weekday p.m. peak hour (see Table 3-6 for more information).
  - Railroad crossing improvements at Parks Drive will be needed when development in Subareas A-G result in approximately 275 net new trips on Parks Drive during the weekday p.m. peak hour (see Table 3-6 for more information).

*The threshold used to determine the phasing of these improvements relates to the point in time that traffic exceeds the volume guideline for a collector street, 3,000 vehicles per day (vpd), as defined in the Dundee TSP. (Note: A "Diagnostic Investigation", conducted in coordination with ODOT Rail, ODOT Highway, City, and rail providers, should be conducted in which these entities will establish the threshold for construction of rail improvements).*

The following tables summarize the assumptions and analysis used to estimate thresholds for needed transportation improvements within and outside the study area. Proposed land uses have been translated into total numbers of trips by subarea or a combination of subareas. These trips have in turn been distributed and assigned to the study area roadways.

**Table 3 – Riverside District Land Uses by Subarea**

Land Use	Subarea A	Subarea B	Subarea C	Subarea D	Subarea E	Subarea F	Subarea G	Total
Single family residential (units)	96	0	24	222	0	415	0	757
Multifamily residential (units)	14	0	40	55	0	104	0	213
Commercial and retail (sq ft)	131,500 <sup>5</sup>	0	0	91,500 <sup>3</sup>	0	0	0	223,000
Golf course <sup>4</sup> (holes)	0	0	0	9	0	0	0	N/A
Light industrial <sup>2</sup> (sq ft)	0	204,000	0	0	0	0	0	204,000
Neighborhood park (acres)	4	0	0	2	0	2	0	8
Regional & nature park (acres)	0	0	0	0	25	0	30	55

<sup>1</sup> Golf course includes 9-holes and a club house/pro shop.

<sup>2</sup> Light Industrial includes wine tasting and production.

<sup>3</sup> Overall square-footage includes 50 hotel rooms.

<sup>4</sup> The clubhouse is located in Subarea D.

<sup>5</sup> The 14 multifamily residential units represent the remaining 16,000 square-feet of commercial and retail space shown in Table 2 above.

**Table 4 – Trip Generation Rates**

Land Use	ITE Code	Trip Rate (PM Peak Hour)	Percent In	Percent Out
Single family residential (units)	210	1.1	63%	37%
Multifamily residential (units)	230	0.78	67%	33%
Hotel use (rooms)	310	.59	53%	47%
Commercial and retail (sq ft)	820	3.73 (1,000 sq ft)	49%	51%
- Internal		40% of trips	50%	50%
- Pass by		10% of trips	50%	50%
Golf course <sup>1</sup>	430	2.78	45%	55%
Light industrial <sup>2</sup> (sq ft)	110	0.97/2 <sup>3</sup> (1,000 sq ft)	12%	88%
Neighborhood park (acre)	412	0.59	35%	65%
Regional & nature park (acre)	417	0.26	44%	56%

<sup>1</sup> Golf course is assumed to include 9-holes and a club house/pro shop.

<sup>2</sup> Light Industrial is assumed to include wine tasting and production.

<sup>3</sup> It is assumed that this use will generate approximately half as many trips as traditional light industrial uses.

Table 5 shows the estimated weekday p.m. peak hour trips generated by each land use within subareas.

**Table 5 – Estimated Riverside District Trip Generation – Weekday PM Peak Hour**

Land Use	Subareas A			Subareas B			Subareas C			Subareas D			Subareas F			Total		
	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total
Single family residential	67	39	106	0	0	0	16	10	26	154	90	244	288	169	457	525	308	833
Multifamily residential	7	4	11	0	0	0	21	10	31	29	14	43	54	27	81	111	55	166
Hotel use	0	0	0	0	0	0	0	0	0	16	14	30	0	0	0	16	14	30
Commercial and retail	269	280	549	0	0	0	0	0	0	28	29	57	0	0	0	297	309	606
- Internal	(110)	(110)	(220)	0	0	0	0	0	0	(11)	(11)	(22)	0	0	0	(121)	(121)	(242)
- Pass by	(16)	(16)	(32)	0	0	0	0	0	0	(2)	(2)	(4)	0	0	0	(18)	(18)	(36)
Golf course <sup>1</sup>	0	0	0	0	0	0	0	0	0	11	14	25	0	0	0	11	14	25
Light industrial <sup>2</sup>	0	0	0	12	87	99	0	0	0	0	0	0	0	0	0	12	87	99
Neighborhood parks	1	2	3	0	0	0	0	0	0	0	1	1	0	1	1	1	4	5
Regional & nature parks <sup>3</sup>	0	0	0	3	4	7	0	0	0	3	4	7	0	0	0	6	8	14
<b>Total</b>	<b>218</b>	<b>199</b>	<b>417</b>	<b>15</b>	<b>91</b>	<b>106</b>	<b>37</b>	<b>20</b>	<b>57</b>	<b>228</b>	<b>153</b>	<b>381</b>	<b>342</b>	<b>197</b>	<b>539</b>	<b>840</b>	<b>660</b>	<b>1500</b>

<sup>1</sup> Golf course is assumed to include 9-holes and a club house/pro shop.

<sup>2</sup> Light Industrial is assumed to include wine tasting and production.

<sup>3</sup> The trip generation estimates for Subareas G and E are included in Subareas B and D, respectively. These parks generate a combined estimated 23 trips during the weekday p.m. peak hour.

Table 6 shows the estimated trip distribution of the weekday p.m. peak hour trips generated by each subarea shown in Table 5 onto the major roadways in the study area. The percent distribution (Dist.) represents the proportion of overall trips from each subarea expected to use the specified roadway with and without the 5<sup>th</sup> Street extension.

**Table 6 – Estimated Trip Distribution by Subarea**

Roadway	Subarea A		Subarea B <sup>1</sup>		Subarea C		Subarea D <sup>1</sup>		Subarea F		Total ADT
	Dist.	Trips	Dist.	Trips	Dist.	Trips	Dist.	Trips	Dist.	Trips	
5th Street via Edwards Road	50%	209	50%	53	50%	29	50%	191	0%	0	482
10th Street via Edwards Road	25%	104	0%	0	25%	14	0%	0	0%	0	118
Parks Drive via Fulquartz Landing	25%	104	50%	53	25%	14	50%	190	100%	539	900
<b>Total</b>	<b>100%</b>	<b>417</b>	<b>100%</b>	<b>106</b>	<b>100%</b>	<b>57</b>	<b>100%</b>	<b>381</b>	<b>100%</b>	<b>539</b>	<b>1500</b>

<sup>1</sup> The estimated trip distribution pattern for Subareas G and E were assumed to be consistent with Subareas B and D, respectively.

In addition to the trips shown in Table 6, approximately 25 percent of the trips from subareas A and C and 100 percent of the trips from subareas C and D are expected to use 8th Street to access Edwards Road. The remaining trips from subareas A and C are expected to access Edwards Road via the local street network.

### III. Future Actions

#### Other Implementation and Phasing Issues and Actions

Additional implementation issues will need to be addressed by the city, property owners, and/or other local and state agencies and stakeholders to support development of the Riverside District. The following Action Chart highlights key actions, estimated time frame and lead and supporting parties. The Action Chart does not reflect City budget commitments but is intended to highlight the scope of some of the Action Items.

**Table 7 – Riverside District Action Chart**

Action #	Action Item Descriptions	Time Frame	Lead/Support
<b>WATER SUPPLY AND WATER MASTER PLAN</b>			
1	Obtain memo from Murray Smith & Associates regarding existing water supply capacity.	Include in hearing record prior to adoption of Master Plan – COMPLETE	City
2	Coordinate with City Attorney to define Riverside District Zone strategy relating to adequate public facilities (particularly water supply).	Define initial strategy prior to public hearing(s) for adoption of Plan – COMPLETE	City/City Attorney
3	Pursue interim measures to expand water supply to allow limited development.	1-2 years	City
4	Establish schedule, budget and scope to update Water System Master Plan.	1-2 years	City
5	Based on updated Water Master Plan, proceed with more detailed planning/design of water supply improvements (could include using water right to the Willamette River and construction of water treatment plant).	2-5 years	City
<b>REFINE AND ADOPT NEW RIVERSIDE DISTRICT ZONE</b>			
5	Complete additional work to refine 3 <sup>rd</sup> Draft of Riverside District Zone and address PC/CC issues (particularly related to scale of commercial/light industrial uses and design standards).	6 months/1 year	City/Property Owners
6	Proceed with quasi-judicial or legislative zone changes when new Riverside District Zone is in place and adequate public facilities assured.	1-3 years	Property Owners/City
<b>RIVERSIDE DISTRICT AREA SYSTEMS DEVELOPMENT CHARGE (SDC)</b>			
7	Consider special study to evaluate an area-wide SDC for the Riverside District to assure equitable funding of required infrastructure (including water, wastewater, transportation and neighborhood parks and trails).	1-5 years	City/Property Owners/Consultant

Action #	Action Item Descriptions	Time Frame	Lead/Support
<b>BYPASS</b>			
8	Refine design of bridges over the Bypass in the Riverside District (cross-section, grade, etc.).	On-going	ODOT/City/Property Owners
9	Coordinate with ODOT on landscaping of berms adjacent to the Bypass (including maintenance).	1-3 years	ODOT/City/Property Owners
10	Acquire right-of-way for Bypass and related improvements.	1-5 years	ODOT/Property Owners
11	Construct Phase 1 of Bypass through Dundee.	3-7 years	ODOT
<b>5<sup>th</sup> STREET EXTENSION</b>			
12	Meet with DLCD Field Representative and Yamhill County planning staff to discuss options for a goal exception or minor UGB amendment to accommodate 5 <sup>th</sup> Street Extension.	Within next year	City/County/DLCD
13	Meet with Columbia Empire Farms to explore willingness to allow or support the 5 <sup>th</sup> Street Extension. If there is no support, refine alternative for primary access into the Riverside District within the existing UGB.	1-2 years	Affected Property Owners/City
14	If there is support, prepare land use application for a statewide goal exception or minor UGB amendment. If feasible, combine a UGB amendment to expand the UGB to the city limits boundary and also to accommodate the 5 <sup>th</sup> Street Extension.	2-3 years	Property Owner
15	Include the 5 <sup>th</sup> Street Extension (if approved) and the Riverside District Parkway and other Collectors in the update of the Dundee TSP.	2-5 years	City/ODOT
<b>UGB EXPANSION (Without 5<sup>th</sup> Street Extension)</b>			
16	Prepare application and/or consider UGB expansion to match the existing city limits boundary. Because this area (Subarea G) is identified for public open space and recreational uses, it might be a relatively simple application.	Following adoption of Master Plan	Property Owner(s)/City
<b>PARKS &amp; TRAILS</b>			
17	Coordinate meeting and possible IGA to discuss Riverside District park & trail issues (dedication, improvement, standards, maintenance, etc.)	1-2 years	City/CPRD
18	Complete more detailed park and trail planning as neighborhood parks are dedicated and trail easements obtained.	5-20 years	City/CPRD/Developers
19	Evaluate funding options and pursue Nature Park improvements on the WWTP property.	1-10 years	City
20	Coordinate with other agencies and advocacy groups on park and trail development in the	On-going	City/CPRD/Oregon Parks/Park Advocacy

Action #	Action Item Descriptions	Time Frame	Lead/Support
	Riverside District.		Groups
<b>STREET TREES &amp; STREET SIGNS/LIGHTING</b>			
21	Form an ad hoc committee to evaluate and propose appropriate street trees to require in the Riverside District; amend the Riverside District Zone to specify certain species if needed.	2-3 years	City/Property Owners
22	Based on <i>Framework Plan to Establish a Unique Visual Identity</i> , identify appropriate street lighting and street signs to tie in with past work and help establish a cohesive design character for the Riverside District. Amend the Riverside District Zone or Public Works Standards as needed.	2-3 years	City/Property Owners
<b>SUSTAINABILITY</b>			
23	Partner with public agencies, non-profit organizations, and Dundee residents and business owners to develop a city-wide sustainability plan to: <ul style="list-style-type: none"> <li>• Require and/or promote water conservation and efficiency</li> <li>• Remove barriers and explore incentives to promote "low impact development"</li> <li>• Support green design standards for public and private development projects (through Development Code and/or Public Works Standards).</li> </ul>	1-10 years	Citizens/Non-Profits/Advocacy Groups/City

## Appendices

To be provided with final version

### **Appendix A – Comprehensive Plan Amendments – New Riverside District Chapter**

### **Appendix B – Supporting Documents (Adopted by Reference)**

Appendix B1 – Project Goals, Objectives and Evaluation Criteria

Appendix B2 – Meeting Summaries

Appendix B3 – Public Involvement Summary

Appendix B4 – Dundee Identity Framework Plan

Appendix B5 – Background Conditions Report

Appendix B6 – Charrette Report

Appendix B7 – Land Use Alternatives Report

Appendix B8 – Transportation Analysis

Appendix B9 – Cost Estimates, Funding Strategies and Responsibilities

**Appendix A**

Comprehensive Plan Amendments -- New Riverside District Chapter

## RIVERSIDE DISTRICT

GOAL: Adopt a new Riverside District comprehensive plan designation and master plan to provide a land use and transportation framework to guide long-term development of the Riverside District.

### OBJECTIVES

1. Apply a new Riverside District comprehensive plan designation to the approximately 360 acre planning area within the city limits shown in Figure 1.
2. Adopt the Riverside District Master Plan (June 2011) by reference as a support document to the Dundee Comprehensive Plan.
3. Adopt comprehensive plan policies specific to the Riverside District.
4. Recognize that adoption of the comprehensive plan framework (text and map amendments) represents the first steps in a multi-step process required prior to development. Future actions will include, but not be limited to:
  - Preparation of more detailed infrastructure and financial plans to assure adequate public facilities and services to support the master plan;
  - Development Code text amendment to adopt new Riverside District Zone;
  - Zone Change(s) to apply the new Riverside District Zone;
  - Detailed master plans (by subarea) to establish local street network, identify specific park sites and trail connections, lay out blocks, refine mix of land uses and set range of densities, mix of housing types and lot sizes, establish phasing schedule, etc.
  - Subdivision(s) to divide land in accordance with detailed master plans; dedicate local streets, parks and trail and utility easements; install public and private improvements, etc.
  - Potential site design review for non-residential buildings, unless clear and objective design standards are adopted as part of the detailed master plan for a particular subarea.

## EXISTING CONDITIONS

The Riverside District was annexed to the City of Dundee in 1969, prior to adoption of Senate Bill 100 and Oregon's statewide planning program. When the Dundee Comprehensive Plan was adopted in 1977, the majority of the Master Plan area was included in Dundee's Urban Growth Boundary (UGB). The city applied an Agriculture (A) holding zone to approximately 235 acres within the UGB and plan policies called for incremental rezoning of the agricultural land for residential use based on need.

Agricultural and undeveloped lands on the lower terrace near the Willamette River were not included in the 1977 UGB. The city applied an Exclusive Farm Use (EFU) zone to preserve approximately 125 acres within the city limits for farm uses.

The Riverside District is still largely undeveloped, with the exception of the wastewater treatment plant and a few single family dwellings. In 2008, Dundee City Council re-zoned about 54 acres in the northerly portion of the Riverside District from the Agriculture holding zone to a mix of residential (R-2 and R-3), commercial (CC) and light industrial (LI) zones. Conditions were attached to the zone change approval to limit certain uses, require submittal and approval of a master plan and assure adequate public facilities prior to development of the subject property. During the zone change process, the City Council expressed interest in using the master planning process to ensure integrated planning and development of the entire Riverside District instead of piecemeal rezoning.

Plans for the Newberg-Dundee Bypass also have significant implications for development in the Riverside District. After a lengthy federal environmental review process, Yamhill County and the cities of Newberg, Dundee and Dayton all approved the Bypass alignment and adopted comprehensive plan policies to support the Bypass. The Bypass alignment fragments the Riverside District. The Bypass will have full access control and ODOT will build two overcrossings in the vicinity of 8<sup>th</sup> Street and Fulquartz Landing Road/Parks Drive to provide connectivity across the Bypass and maintain access to the Willamette River.

The master plan document summarizes background information and existing conditions for the Riverside District planning area. A Background Conditions Report (August 2010) provides more detailed information on existing conditions.

## FINDINGS OF FACT

The Riverside District encompasses the majority of the city's buildable land inventory. The City of Dundee initiated the master planning process in 2010 to provide a more detailed land use and transportation plan to guide coordinated development of this special area. The project was

funded by a grant from the Oregon Department of Transportation and Growth Management (TGM) Program.

The Riverside District features a number of unique assets and opportunities:

- A relatively small number of property owners and large parcels of undeveloped land, making master planning easier;
- A prime location along the Willamette River, with outstanding views of the river and surrounding areas in addition to access to water-based recreation;
- Natural resources that provide intrinsic natural values as well as amenities to future residents and visitors; and
- Community support for the master planning process.

The Riverside District master plan reflects substantial input from the public involvement process, including opportunities for on-going coordination with the major property owners. A key step in the planning process was a design charrette, held October 10-14, 2010, to identify land use and transportation plan alternatives for the Riverside District. A market study and a transportation analysis informed the selection of the preferred alternative.

A preliminary, planning-level analysis of public facilities and services needed to implement the preferred alternative was prepared and included in the Land Use Alternatives Report. However, that report was very clear that more analysis of costs and financing mechanisms and responsibilities will need to be conducted to implement the master plan.

On March 31, 2011, Murray, Smith & Associates, Inc. (MSA) presented a memorandum to the City Administrator to provide an estimate of the available capacity of the City of Dundee's existing water supply sources to serve additional development within the City's Urban Growth Boundary (UGB). The memorandum clearly documented the severity of the constraints on the existing water supply.

Following consideration of the water supply issue, the City decided to proceed with the first steps in the planning process (adoption of the Riverside District plan designation and this Comprehensive Plan chapter) and defer adoption of the Riverside District Zone and rezoning land in the Riverside District until adequate public facilities and services can be assured.

## POLICIES

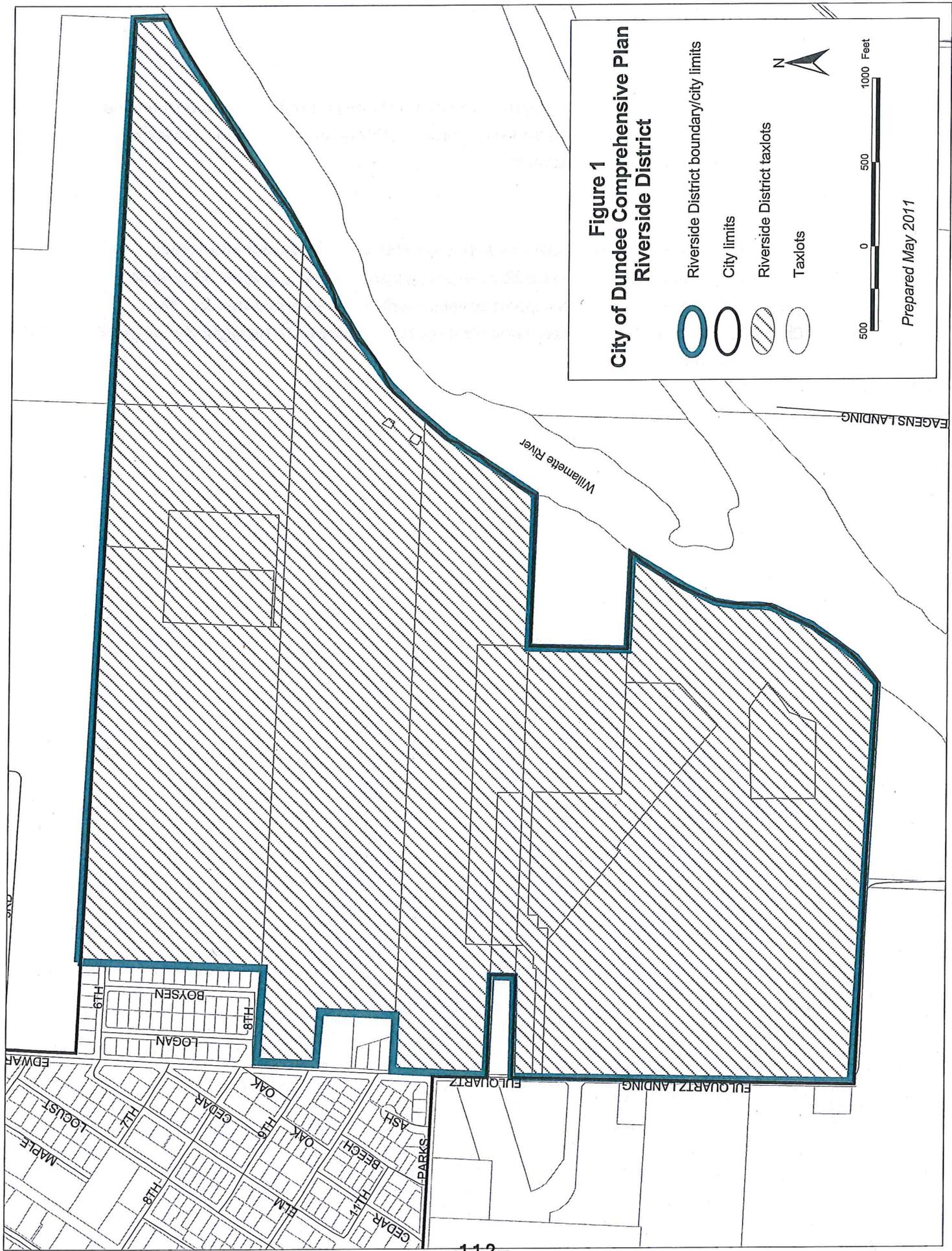
1. The policies in this Riverside District chapter shall replace and supersede any policies in the Dundee Comprehensive Plan that relate to the area within the new Riverside District plan designation.
2. The City will identify the boundaries of the Riverside District plan designation on the Comprehensive Plan Map as shown in Figure 1.
3. The City will retain existing zoning that applies within the Riverside District plan designation. Existing zoning shall be considered consistent with the Riverside District plan designation because existing zones allow less intensive, lower density development than anticipated in the Riverside District Master Plan. Uses and development allowed under existing zoning regulations will be allowed, consistent with the provisions of the Dundee Development Code, statewide administrative rules and statutes, all of these policies, and any conditions of prior zoning and development approvals.
4. The waterfront uses are integral to and needed to support the overall development and open space vision of the Master Plan. The City will support the concept of expanding the UGB to coincide with the existing city limits and provide more appropriate zoning to accommodate the urban park, open space and recreational uses identified in the Riverside District Master Plan.
5. The City will adopt the Riverside District Master Plan (June 2011) by reference as a supporting document to the Dundee Comprehensive Plan. The Master Plan is intended to identify a coordinated mix of residential, commercial, tourism and open space and recreational uses that are cohesive and connected with Dundee's larger community vision. The Master Plan includes additional policies that will be applicable to review and approval of future zone changes, detailed master plans and subdivisions within the Riverside District.
6. Because the Master Plan is considered a concept document, the City will consider refinements to the location and arrangement of land uses and other aspects of the Master Plan prior to or in coordination with implementation of Riverside District zoning. Any changes to the concept Master Plan must include the following limitations and components:
  - A maximum of 22 acres designated for Commercial uses.
  - A maximum of 13 acres designated for Light Industrial uses.

- A mix of housing types and densities, with a target of 970 units in the Riverside District.
  - In areas where the Riverside District is adjacent to developed, lower density residential areas, the development standards of the lower density zone (maximum heights and setbacks) shall apply to new housing on abutting lots in the Riverside District.
  - Neighborhood park sites shall be required based on the target of 970 dwelling units according to the standards of the Dundee Parks and Open Space Plan.
  - A connected trail system shall be required to accommodate the Willamette River Trail, the Chehalem Heritage Trail, and connecting local trails within the Riverside District that link to the larger community trail system.
  - Cross-sections for trail improvements shall accommodate linear stormwater quality facilities, particularly along the top of the bluff.
  - A connected local street system with cross-sections specified to encourage sidewalks, planter strips, and street trees. Blocks shall not exceed a maximum length of 400 feet in commercial areas or 600 feet in residential areas.
  - A parkway collector shall be required to provide a north-south link of development subareas to the east of the Bypass and connections to the two Bypass overcrossings. The cross-section for the parkway collector shall be consistent with the standards in the Dundee TSP.
  - Riparian corridors shall be protected with a minimum 50-foot setback from the top of bank elevation.
7. Planning for water use should incorporate techniques and systems (e.g. “purple pipe”) for water reuse and conservation to the greatest degree practical, including potential reuse of wastewater for irrigation or other purposes.
8. All development within the Riverside District shall be adequately supported by the required facilities and services, including parks, schools, transportation, water, stormwater and wastewater infrastructure. Implementing ordinances shall provide that:
- Required facilities and services must be available concurrent with development; and

- No implementing zoning map amendment may be granted except upon a finding that all required facilities and services are available, or can be made available, concurrent with development.

#### IMPLEMENTATION

The Riverside District Master Plan includes an Action Chart that identifies implementation action issues that will need to be addressed by the city, property owners, and/or other local and state agencies and stakeholder to support development of the Riverside District. The Action Chart does not reflect City budget commitments but is intended to highlight the scope of some of the action items.



**Figure 1**  
**City of Dundee Comprehensive Plan**  
**Riverside District**

-  Riverside District boundary/city limits
-  City limits
-  Riverside District taxlots
-  Taxlots



Prepared May 2011

EDWAR

6TH

8TH

LOGAN

BOYSEN

MABLE  
 LOCUST  
 HIL  
 HIL8

GEDAR  
 OAK  
 HIL9  
 HIL

OAK  
 HIL  
 HIL  
 HIL

ASH  
 BEECH  
 HIL  
 HIL

PARKS  
 CEDAR  
 HIL  
 HIL

QUARTZ LANDING  
 QUARTZ LANDING  
 QUARTZ LANDING



Dundee Riverside Zoning Code  
Tasks and Estimated Budget  
May 26, 2016

The tasks and cost estimate below are for the development of a new zoning code chapter for the Riverside District Zone which would apply to the entire Master Plan area. Specific elements related to the subdistricts (uses, design, etc) would be specified in the Zone text. For the purposes of this estimate we have assumed that the new zone will implement the recommendations of the adopted plan and that no plan amendments are necessary. This cost estimate does not include the following: any necessary technical reports (e.g., public facilities, transportation, etc.); amendments to the Riverside Master Plan map or text; zone map change(s) to apply the new Riverside District Zone; detailed master plans (by subarea) to establish local street network, identify specific park sites and trail connections, lay out blocks, refine mix of land uses and set mix of housing types and lot sizes, establish phasing schedule, etc.; and subdivision(s).

	Cathy Corliss \$149.00		B. Hewitt \$90.00		Total	
	Hours	Cost	Hours	Cost	Hours	Cost
<b>Task 1: Preparation and Coordination</b>						
1.1	8	\$ 1,192.00	24	\$ 2,160.00	32	\$ 3,352.00
1.2	0	\$ -	12	\$ 1,080.00	12	\$ 1,080.00
1.3	8	\$ 1,192.00	30	\$ 2,700.00	38	\$ 3,892.00
<b>Task 1 Total</b>	<b>16</b>	<b>\$ 2,384.00</b>	<b>66</b>	<b>\$ 5,940.00</b>	<b>82</b>	<b>\$ 8,324.00</b>
<b>Task 2: Application Preparation and Submittal</b>						
2.1	12	\$ 1,788.00	42	\$ 3,780.00	54	\$ 5,568.00
2.2	0	\$ -	12	\$ 1,080.00	12	\$ 1,080.00
2.3	6	\$ 894.00	34	\$ 3,060.00	40	\$ 3,954.00
2.4	2	\$ 298.00	10	\$ 900.00	12	\$ 1,198.00
2.5	8	\$ 1,192.00	40	\$ 3,600.00	48	\$ 4,792.00
<b>Task 2 Total</b>	<b>28</b>	<b>\$ 4,172.00</b>	<b>138</b>	<b>\$ 12,420.00</b>	<b>166</b>	<b>\$ 16,592.00</b>
<b>Task 3: Project Meetings</b>						
3.1	4	\$ 596.00	36	\$ 3,240.00	40	\$ 3,836.00
<b>Task 3 Total</b>	<b>4</b>	<b>\$ 596.00</b>	<b>36</b>	<b>\$ 3,240.00</b>	<b>40</b>	<b>\$ 3,836.00</b>
<b>Labor Total</b>	<b>48</b>	<b>\$ 7,152.00</b>	<b>240</b>	<b>\$ 21,600.00</b>	<b>288</b>	<b>\$ 28,752.00</b>
<b>Direct Expenses Total</b>						<b>\$ 300.00</b>
<b>Project Total</b>						<b>\$ 29,052.00</b>



**Jessica Nunley Pelz**

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**From:** Buhl, Laura <laura.buhl@state.or.us>  
**Sent:** Thursday, May 05, 2016 12:48 PM  
**To:** Jessica Nunley Pelz  
**Subject:** RE: Potential Code Assistance Project - Dundee

Hi Jessica,

Great to hear from you! Yes, we're always accepting applications. Due to budget limitations, this project might not be able to start until the next biennium (which starts July 2017), but we could start discussing the details, go through the application process, scoping, consultant selection, budgeting, and contract review. By the time that's all done, the new biennium won't seem that far away.

This seems like a really exciting project and there appears to be a strong need, so yes, I'd like to have the opportunity to review an application. I chatted a bit with Angela (Lazarean) and she supports the idea. Please give me a call if you have any questions.

Cheers,  
Laura

**Laura Buhl, AICP, CNU-A** | Land Use & Transportation Planner  
Planning Services Division | Transportation & Growth Management  
Oregon Department of Land Conservation and Development  
635 Capitol Street NE, Suite 150 | Salem, OR 97301-2540  
Direct: (503) 934-0073 | Main: (503) 373-0050  
[laura.buhl@state.or.us](mailto:laura.buhl@state.or.us) | [www.oregon.gov/LCD/TGM](http://www.oregon.gov/LCD/TGM)

**From:** Jessica Nunley Pelz [mailto:jessica.pelz@newbergoregon.gov]  
**Sent:** Wednesday, May 04, 2016 12:35 PM  
**To:** Buhl, Laura <lbuhl@dlcd.state.or.us>  
**Subject:** Potential Code Assistance Project - Dundee

Hi Laura,

I'm curious if TGM is accepting applications for code assistance projects? Dundee currently has a Riverside Master Plan, which was prepared with a TGM grant, but now needs to prepare the Riverside Zone to actually implement the Master Plan. There are two large landowners out there (and two smaller landowners) who historically don't get along, and each want to develop but cannot until the Riverside Zone is completed. The City doesn't have the resources to put towards doing the work itself, and it has been a challenge so far to have either one of the landowners hire a planner to do the work and coordinate with the other. The City's interest is in having a really good Riverside Zone that includes all the components envisioned in the Master Plan, including parks, trails, a parkway collector on the east side of the new Bypass, and design standards. This is also important because it is where the bulk of Dundee's growth will be for the foreseeable future. What are your thoughts?

Hope things are going well with you!  
Thanks,

**Jessica Pelz, AICP**  
Associate Planner  
City of Newberg



## Dundee Riverside Zone - Details

*Note: These are comments to the preliminary draft Angelo version (from 2011) and the more recent Stephens draft (2016). A successful Riverside District Zone will include the elements discussed below. We had discussed creating one Riverside District Zone to cover the entire Master Plan area, with the specifics per subdistricts (uses, design, etc) to be specified in the Zone text – this idea would create flexibility for the developer to decide how the mix of uses would be arranged within each subarea vs. applying different categories of zoning within each subarea to denote commercial/residential/etc. However, we are open to different ideas for how best to implement the Master Plan.*

We will want the Riverside Zone to read as Development Code and have similar formatting and style as the existing Development Code: <http://www.codepublishing.com/OR/Dundee/html/Dundee17/Dundee17.html>. We will likely want this to be section 17.205 of the Development Code. The Development Code section will need to include details to implement the Riverside Master Plan, including:

- Setting up the permitted/conditional/special uses by subarea as part of the existing zoning use table, or as a corollary use table. There could also be equivalencies on uses (i.e. commercial uses in the RD could be equivalent to CBD uses).
- Homeowners associations are required for ownership and maintenance of any common facilities (this can be part of the subarea master plan requirements).
- Allow flexibility in the number of housing units – remember that the Riverside Master Plan does not establish maximum dwelling units, it establishes target allocations. Revisit the uses/allocations for subarea B (in coordination with the property owner(s)) to allow greater flexibility in uses.
- In the transportation section, remove language about the bypass (already under construction). Remove reference to the 5<sup>th</sup> Street extension as that will not be a part of the developments. Reword the Collector road section to state that a Parkway Collector will be required through development of subareas D, E, F, and that it needs to be included in the subarea master plans for those sections. Note that sidewalks and street trees are required along all new streets in the RD area (street tree specifications per subarea are fine), and also that swales will be permitted consistent with the city's Public Works Design Standards.
- The sections about landscaping and buffering need to be more robust, to include screening and buffering between uses (i.e. res/com, res/ind, com/ind) – this is important because if we are allowing flexibility in where uses can be sited within a subarea master plan, we want to ensure compatibility and livability are addressed between uses.
- Park dedication – set up a dedication and/or payment in lieu option for parkland in subarea A, and for all other subareas there should be a dedication mechanism of a certain # of acres per dwelling units. Parks shall be shown on the subarea master plans, along with trails, roads, etc. Note that easements will be required for trails during the subdivision phase (if not in dedicated tracts). Note that trail locations shown on the Riverside District Master Plan map are approximate and will be refined through the subarea master plan process.
- Residential design standards – we would like to see flexibility in options and/or a point system.
- The development process needs to be spelled out – subarea master plans must include all of these elements: x, y, z (spelled out in the Riverfront Master Plan), traffic study, subdivision, etc.
- Utilities – need to address extension of purple pipe reuse system throughout the RD area. Need to specify that all streets and utilities must be designed and constructed to be “to and through” to serve the entire RD area.

Note: The Riverside Master Plan includes details about the land uses by subarea, including target residential density and maximum non-residential floor area, and also includes assumptions for necessary infrastructure improvements based upon these details. The City is open to potential changes to the Riverside Master Plan assumptions, including changes to the mix of land uses per subarea, but this will require action by the City Council to amend the adopted Master Plan.



# REPORT

To: Mayor Russ and City Council  
From: Rob Daykin, City Administrator  
Date: June 16, 2016  
Re: Urban Renewal Plan Proposal

Renata Wakeley, Community Development Director with the Mid-Willamette Valley Council of Governments (COG), will be attending the June 21 council meeting to discuss with Council a scope of work for assistance from the COG for the preparation of an urban renewal plan. Renata wants input from the Council on various aspects of the project to refine the scope of work and fee proposal to be presented at the July 5 meeting. The attached Exhibit A – Scope of Work is a draft showing various meetings to be attended by COG staff and/or the sub-consultant assisting with the financial analysis. Renata will review the process and ask Council to confirm which meetings should be attended by the sub-consultant and which meetings may be handled by City staff. In reviewing some of the project tasks, I suggested to Renata that the first meeting with the Urban Renewal Agency should take a fresh look at the goals and objectives and that this may be extended into a second meeting to finalize the plan area and projects. I believe the more we consider the possibilities of how urban renewal may transform the community, the better we will be pleased with the outcomes.

## EXHIBIT A-SCOPE OF WORK

- A. Assist CITY with the public outreach activities associated with the development of an urban renewal plan to cover the downtown area. The activities will include:
- Attend and assist with the preparation for and facilitation of up to three (3) meetings of a local steering committee (Urban Renewal Agency/technical advisory committee appointed by the City Council).
  - Assist the City Manager or Mayor with preparation for a meeting with representatives of taxing districts potentially affected by an urban renewal district.
  - Assist as requested with the preparations for a public hearing.
- B. Procure and oversee the services of an urban renewal financial/technical subcontractor. The choice of subcontractor must be approved by the City Manager prior to a contract execution. Subcontractor shall:
- Attend up to one (1) meeting with Urban Renewal Agency, one (1) open house, and one (1) public meeting/hearing with City Council.
  - Complete the financial feasibility analysis, included up to three (3) tax increment financial projections to support bond sales or other loans.
  - Identify funding sources/methodologies for moving the projects forward.
  - Legal requirements for a planning process and establishment of the Urban Renewal Area and financing path.
  - Review and comment on draft urban renewal plan.
- C. After first consultation with the Urban Renewal Agency, City Manager and technical subcontractor, prepare a district boundary map, urban renewal governance policies, goals and objectives of the area, and a description of potential projects to be financed by the urban renewal program.
- City to provide legal description for final Urban Renewal District Boundary.
  - City Engineer to provide updated/final cost estimates for identified projects to be used by technical subcontractor on project financing/maximum indebtedness.
- D. After consultation with the technical subcontractor, refine the financial analysis and projections for future district revenues.
- E. Assist City with consultation meeting with local taxing districts and one (1) open house prior to public hearings.
- F. Upon approval by the City Manager and Urban Renewal Agency, prepare the draft urban renewal plan and report and presentation to Planning Commission (1 mtg) and City Council (1 mtg) for final adoption.

**DUNDEE URBAN RENEWAL PLAN  
PROJECT TIMELINE**

<b>DATE</b>	<b>PROJECT TASK</b>
June 21, 2016 July 5, 2016	Council contract draft review and preliminary schedule Contract authorization/ appointment of technical advisory committee or full URA to serve?
August 2016	First Urban Renewal Agency Meeting (1 mtg)  Tasks- Review 2015 Feasibility Study; Draft Goals and Objectives; Finalize Boundary Area and Project List so engineer can refine cost estimates
November 2016	Second Urban Renewal Agency Meeting (1 mtg)  Tasks- Financial Analysis from technical subcontractor; debt schedule and borrowing options;  Consultation with taxing districts (1 mtg)
December 2016	Third Urban Renewal Agency Meeting  Task- Finalize draft plan
January 2017	Public Hearing Notices
February 2017	Planning Commission public hearing and recommendation on the Urban Renewal Plan. (1 mtg)
February 2017	Yamhill County Board of Commissioners Meeting (1 mtg)
March 2017	City Council public hearing to adopt the Urban Renewal Plan (1 mtg)
April 2017	Council 1 <sup>st</sup> reading of the Urban Renewal Ordinance. Ordinance needs to include a legal description of the urban renewal area.
May 2017	Council 2 <sup>nd</sup> reading of the Urban Renewal Plan Ordinance
June 2017	Record Urban Renewal Plan Ordinance with Yamhill County



# REPORT

To: Mayor Russ and City Council  
From: Rob Daykin, City Administrator  
Date: May 15, 2016  
Re: Resolution No. 2016-13, Budget Transfers

Pursuant to Oregon Budget Law, the budget for FY 2015-16 establishes appropriation limits at the department level in the General Fund and at the category level for all other funds of the City. These appropriations may not be exceeded, but they may be revised following certain procedures allowed by Oregon Budget Law. One such procedure is transferring budgeted appropriations between line items within a fund. Resolution No. 2016-13 was prepared to authorize such transfers for the following reasons:

Water Fund – In addition to weekly testing of coliform, the Oregon Health Drinking Water Program mandates tests for a variety of substances on various schedules, including:

Annual:	Nitrates
3 years:	Arsenic, Synthetic Organic Compounds, Volatile Organics
6 years:	Uranium
9 years:	Inorganic Compounds, Nitrite, Radium, Radionuclides.

In June 2015 the City completed the required 3-year testing cycle; however, the invoice was received late from the lab and paid out of the current budget instead of the prior year. Also, additional testing was required that was not anticipated in the budget due to the introduction of a new water source, well no. 13. The resolution transfers appropriations from Transfer – Water CIP Fund to Lab Testing in the Water Fund.

Sewer Fund – The development of the Biosolids Plan by Kennedy/Jenks Consultants was originally anticipated to be funded out of the Sewer CIP Fund, however, the correct classification of this work places it in the Sewer Fund as an operations and maintenance issue. Also, additional unanticipated engineering occurred to assist the City with repairs of the control panel and electrical systems that suffered water damage from last December floods. The resolution transfers appropriations from Transfer – Sewer CIP Fund to Engineering Services in the Sewer Fund.

Recommendation: Motion to adopt Resolution No. 2016-13, a resolution transferring budget line item amounts within a department or fund for fiscal year 2015-2016.



**RESOLUTION NO. 2016-13**

**A RESOLUTION TRANSFERRING BUDGET LINE ITEM AMOUNTS  
WITHIN A DEPARTMENT OR FUND FOR FISCAL YEAR 2015-2016.**

**WHEREAS**, the City Council adopted a budget for the City of Dundee for the fiscal year 2015-2016 on June 2, 2015; and

**WHEREAS**, it has become necessary to increase appropriations of certain line items due to unforeseen circumstances; and

**WHEREAS**, it is allowed under Local Budget Law for the City Council to transfer budgeted appropriations within a fund from an existing appropriation to another existing appropriation provided that the net change in the fund's total appropriations is zero.

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

**Section 1.** The transfer of funds and appropriation adjustments as set forth in Exhibit "A" attached hereto and by this reference incorporated herein and entitled Fiscal Year 2015-2016 Budget Transfers are hereby authorized.

**Section 2.** This resolution shall become effective immediately upon its passage.

**PASSED BY THE CITY COUNCIL** this 21<sup>st</sup> day of June 2016.

**APPROVED:**

\_\_\_\_\_  
David Russ, Mayor

**ATTEST:**

\_\_\_\_\_  
Rob Daykin, City Administrator/Recorder

**Exhibit "A"**

**Fiscal Year 2015-2016 Budget Transfers**

	<b>Adopted Budget</b>	<b>Changes</b>	<b>Amended Budget</b>
<b>WATER FUND</b>			
<b>Materials &amp; Services</b>			
Lab Testing	2,000	8,000	10,000
<b>Other Financing Sources (Uses)</b>			
Transfer – Water CIP	<u>176,000</u>	<u>(8,000)</u>	<u>168,000</u>
<b>Totals</b>	178,000	0	178,000
<b>SEWER FUND</b>			
<b>Materials &amp; Services</b>			
Engineering/Architecture	6,000	30,000	36,000
<b>Other Financing Sources (Uses)</b>			
Transfer – Sewer CIP	<u>690,000</u>	<u>(30,000)</u>	<u>660,000</u>
<b>Totals</b>	696,000	0	696,000

# REPORT

To: Mayor Russ and City Council  
From: Rob Daykin, City Administrator  
Date: June 15, 2016  
Re: Resolution No. 2016-14, Adopt FY 2016-17 Budget

Since the closure of the budget hearing at the June 3 meeting, I updated the estimated forecast of revenues and expenditures for the current fiscal year. This resulted in some changes to the estimated beginning fund balances from the Approved Budget to the Adopted Budget as follows:

<u>Fund</u>	<u>Approved Budget</u>	<u>Adopted Budget</u>
General	459,100	480,700
Street	36,800	38,800
Street CIP	213,600	215,000
Street Reserve	42,700	42,700
State Revenue Sharing	2,500	2,500
Equipment Reserve	717,800	599,000
Parks	15,300	19,100
Tourism	49,400	52,600
Fire Station Construction	2,000	2,000
Bonded Debt	11,600	11,600
Water	127,200	120,600
Water CIP	627,300	617,300
Sewer	114,500	110,500
Sewer CIP	541,000	541,000
Storm Water	11,400	10,100
Storm CIP	<u>204,300</u>	<u>206,600</u>
Totals	3,176,500	3,070,100

The updated beginning fund balances for the fiscal year starting July 1, 2016 for the most part did not have an effect on the appropriations to be adopted; however, the change in ending fund balances (not an appropriation) is reflected in the adopting resolution. The adjustment to the beginning fund balances are not atypical since the original estimate was prepared months prior to the end of the fiscal year. The only fund that did see a substantial change in approved appropriations due to the adjusted ending fund balance is the Equipment Reserve Fund, reflecting the recent purchases of a fire truck and mini excavator. Equipment Reserve Fund capital outlay decreased from \$799,200 to \$680,400.

Other changes in the FY 2016-17 Adopted Budget format include:

1. Decreasing the marijuana local tax estimate from \$85,000 to \$51,000
2. Increasing the payment from Rural Fire District from \$81,900 to \$84,900
3. Decreasing Admin/Finance personnel services from \$230,200 to \$228,500
4. Increasing Community Development façade grant program from \$7,100 to \$13,800
5. Increasing Street CIP TE sidewalk/streetscape from \$2,053,000 to \$2,065,200
6. Decreasing Street CIP loan repayment from \$23,300 to \$11,100
7. Decreasing Parks state grant from \$9,500 to \$5,700
8. Adding new appropriation in Tourism Fund for Bypass lobbyist - \$2,500

Note: Changes to revenues and expenditures in the Adopt Budget are highlighted on the line-item detail format of the attached budget document.

Council may increase expenditures the lesser of \$5,000 or ten percent of the fund total beyond what was approved by the Budget Committee without having to republish a notice for a second budget hearing. The budget must be adopted prior to July 1.

Recommendation: Motion to adopt Resolution No. 2016-14, adopting the 2016-2017 fiscal year budget, appropriating funds and levying property taxes for the fiscal year 2016-17.

**RESOLUTION NO. 2016-14**

**A RESOLUTION ADOPTING THE 2016-2017 FISCAL YEAR BUDGET, APPROPRIATING FUNDS AND LEVYING PROPERTY TAXES FOR THE FISCAL YEAR 2016-2017.**

**WHEREAS**, the Budget Committee approved a budget and imposed property taxes for the City of Dundee for the fiscal year 2016-2017 on May 5, 2016, and

**WHEREAS**, a public hearing on the budget for fiscal year 2016-2017 was held before the City Council on June 7, 2016, and

**WHEREAS**, now is the proper time to adopt the budget, make appropriations, declare and categorize the taxes, **NOW, THEREFORE**,

**THE CITY OF DUNDEE RESOLVES AS FOLLOWS:**

**Section 1.** Be it resolved that the City Council for the City of Dundee hereby adopts the budget for fiscal year 2016-2017 in the sum of \$11,626,600 now on file at City Hall, 620 SW 5<sup>th</sup> Street, Dundee, Oregon.

**Section 2.** Be it resolved that the amounts for the fiscal year beginning July 1, 2016 and for the purposes shown below are hereby appropriated as follows:

**GENERAL FUND**

Administration/Finance	337,700	
Court	21,400	
Community Development	121,800	
Police	479,500	
Fire	404,200	
Non-Departmental:		
Transfers	248,000	
Contingency	80,000	
Fund Total		1,692,600

**STREET FUND**

Personal Services	59,400	
Materials & Services	90,900	
Capital Outlay	7,000	
Transfers	97,200	
Contingency	5,000	
Fund Total		259,500

**STREET CAPITAL IMPROVEMENT FUND**

Capital Outlay	2,233,500	
Debt Service	26,600	
Interfund Loan Repayment	260,000	
Fund Total		2,520,100

**STREET RESERVE FUND**

Capital Outlay	42,900	
Fund Total		42,900

<b>STATE REVENUE SHARING FUND</b>		
Materials & Services	36,100	
Transfers	5,000	
Fund Total		41,100
<b>EQUIPMENT RESERVE FUND</b>		
Capital Outlay	680,400	
Debt Service	58,600	
Fund Total		739,000
<b>PARKS FUND</b>		
Materials & Services	3,500	
Capital Outlay	30,000	
Fund Total		33,500
<b>TOURISM FUND</b>		
Materials & Services	49,500	
Capital Outlay	50,000	
Fund Total		99,500
<b>FIRE STATION CONSTRUCTION FUND</b>		
Materials & Services	178,000	
Capital Outlay	4,000	
Fund Total		182,000
<b>BONDED DEBT FUND</b>		
Debt Service	150,200	
Fund Total		150,200
<b>WATER FUND</b>		
Personal Services	169,400	
Materials & Services	220,200	
Capital Outlay	32,300	
Transfers	293,900	
Contingency	20,000	
Fund Total		735,800
<b>WATER CAPITAL IMPROVEMENT FUND</b>		
Capital Outlay	550,200	
Debt Service	117,300	
Interfund Loan Advanced	460,000	
Fund Total		1,127,500
<b>SEWER FUND</b>		
Personal Services	162,900	
Materials & Services	384,800	
Transfers	770,100	
Contingency	20,000	
Fund Total		1,337,800

**SEWER CAPITAL IMPROVEMENT FUND**

Capital Outlay	864,000	
Debt Service	694,600	
Fund Total		1,558,600

**STORM WATER FUND**

Personal Services	28,900	
Materials & Services	26,300	
Transfers	54,200	
Contingency	5,000	
Fund Total		114,400

**STORM WATER CAPITAL IMPROVEMENT FUND**

Capital Outlay	234,000	
Debt Service	23,700	
Fund Total		257,700

**Total All Funds Appropriations** **10,892,200**

**Total Unappropriated Amounts, All Funds** **734,400**

**Total Adopted Budget** **11,626,600**

**Section 3. BE IT FURTHER RESOLVED** that the City Council of the City of Dundee hereby imposes that taxes provided for in the adopted budget at the rate of \$2.3115 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2016-2017 upon the assessed value of all taxable property within the City. The following allocation and categorization, subject to the limits of Section 11b, Article XI of the Oregon Constitution, make up the aggregate levy.

	Subject to the General Government Limitation	Excluded from the Limitation
General Fund	\$2.3115 per \$1,000	
Bonded Debt Fund		\$160,870

**PASSED BY THE CITY COUNCIL** this 21<sup>st</sup> day of June 2016.

**APPROVED:**

\_\_\_\_\_  
David Russ, Mayor

**ATTEST:**

\_\_\_\_\_  
Rob Daykin, City Administrator/Recorder



CITY OF DUNDEE

BUDGET FY 2016-2017  
SUMMARY OF ALL FUNDS  
ADOPTED

REVENUE	Water	Water	Sewer	Sewer	Storm Water	Storm Water	Enterprise	All
	CIP	CIP	CIP	CIP	CIP	CIP	Funds	Funds
							Total	Total
Taxes								910,300
Franchise Fees								181,100
Licenses and Permits								63,200
Intergovernmental Revenues								1,752,400
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	1,100	9,000	200	788,000	100	200	798,600	54,000
Miscellaneous Revenues								1,080,400
<b>TOTAL REVENUE</b>	<b>621,000</b>	<b>38,600</b>	<b>1,244,200</b>	<b>816,200</b>	<b>104,800</b>	<b>12,200</b>	<b>2,837,000</b>	<b>6,292,100</b>
<b>EXPENDITURES</b>								
Personnel Services	169,400		162,900		28,900		361,200	945,500
Materials & Services	220,200		384,800		26,300		631,300	1,798,000
Capital Outlay	32,300	550,200		864,000		234,000	1,680,500	4,759,300
Debt Service		117,300		694,600		23,700	835,600	1,071,000
<b>TOTAL EXPENDITURES</b>	<b>421,900</b>	<b>667,500</b>	<b>547,700</b>	<b>1,558,600</b>	<b>55,200</b>	<b>257,700</b>	<b>3,508,600</b>	<b>8,573,800</b>
Excess (deficiency) of revenue over expenditures	199,100	(628,900)	696,500	(742,400)	49,600	(245,500)	(671,600)	(2,281,700)
<b>OTHER FINANCING SOURCES (USES)</b>								
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)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(313,900)</b>	<b>20,000</b>	<b>(790,100)</b>	<b>695,000</b>	<b>(59,200)</b>	<b>42,000</b>	<b>(406,200)</b>	<b>(54,000)</b>
Net change in fund balances	(114,800)	(608,900)	(93,600)	(47,400)	(9,600)	(203,500)	(1,077,800)	(2,335,700)
Fund Balances at beginning of year	120,600	617,300	110,500	541,000	10,100	206,600	1,606,100	3,070,100
Unappropriated Ending Fund Balance	5,800	8,400	16,900	493,600	500	3,100	528,300	734,400

**CITY OF DUNDEE**  
**BUDGET FY 2016-2017**  
**SUMMARY OF ALL FUNDS**  
**ADOPTED**

	General	Street	Street CIP	Street Reserve	State Revenue Sharing	Equipment Reserve	Parks	Tourism	Fire Station Construction	Bonded Debt	Government Funds Total
<b>REVENUE</b>											
Taxes	677,200	40,000						43,100		150,000	910,300
Franchise Fees	139,700		41,400								181,100
Licenses and Permits	63,200										63,200
Intergovernmental Revenues	151,200	185,000	1,385,000		25,500		5,700				1,752,400
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
<b>TOTAL REVENUE</b>	<b>1,305,300</b>	<b>225,200</b>	<b>1,686,600</b>	<b>200</b>	<b>25,600</b>	<b>3,800</b>	<b>9,800</b>	<b>48,200</b>	<b>-</b>	<b>150,400</b>	<b>3,455,100</b>
<b>EXPENDITURES</b>											
Personnel Services	524,900	59,400									584,300
Materials & Services	808,700	90,900			36,100		3,500	49,500	178,000		1,166,700
Capital Outlay	31,000	7,000	2,233,500	42,900		680,400	30,000	50,000	4,000		3,078,800
Debt Service			26,600			58,600				150,200	235,400
<b>TOTAL EXPENDITURES</b>	<b>1,364,600</b>	<b>157,300</b>	<b>2,260,100</b>	<b>42,900</b>	<b>36,100</b>	<b>739,000</b>	<b>33,500</b>	<b>99,500</b>	<b>182,000</b>	<b>150,200</b>	<b>5,065,200</b>
Excess (deficiency) of revenue over expenditures	(59,300)	67,900	(573,500)	(42,700)	(10,500)	(735,200)	(23,700)	(51,300)	(182,000)	200	(1,610,100)
<b>OTHER FINANCING SOURCES (USES)</b>											
Loan Proceeds											76,000
Interfund Loan Received			76,000								200,000
Interfund Loan Advanced			200,000								
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)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(235,800)</b>	<b>(102,200)</b>	<b>361,000</b>	<b>-</b>	<b>8,000</b>	<b>136,200</b>	<b>5,000</b>	<b>-</b>	<b>180,000</b>	<b>-</b>	<b>352,200</b>
Net change in fund balances	(295,100)	(34,300)	(212,500)	(42,700)	(2,500)	(599,000)	(18,700)	(51,300)	(2,000)	200	(1,257,900)
Fund Balances at beginning of year	480,700	38,800	215,000	42,700	2,500	599,000	19,100	52,600	2,000	11,600	1,464,000
Unappropriated Ending Fund Balance	185,600	4,500	2,500	-	-	-	400	1,300	-	11,800	206,100

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

**GOVERNMENT  
001 -GENERAL FUND**

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	
<b>REVENUE</b>								
1								
2	554,217	576,326	592,900	703,000	Taxes	711,200	711,200	677,200
3	134,847	145,597	143,600	144,100	Franchise Fees	139,700	139,700	139,700
4	68,735	62,444	58,600	46,600	Licenses and Permits	63,200	63,200	63,200
5	130,084	141,010	157,600	148,000	Intergovernmental Revenues	148,200	148,200	151,200
6	190,083	208,686	210,500	218,300	Charges for Services	212,300	212,300	212,300
7	54,248	67,215	52,000	60,000	Fines and Forfeitures	54,000	54,000	54,000
8	6,474	24,013	5,300	8,700	Miscellaneous Revenues	7,700	7,700	7,700
9	<b>1,138,688</b>	<b>1,225,290</b>	<b>1,220,500</b>	<b>1,328,700</b>	<b>TOTAL REVENUE</b>	<b>1,336,300</b>	<b>1,336,300</b>	<b>1,305,300</b>
<b>EXPENDITURES</b>								
10								
11	293,441	318,452	330,700	319,400	Admin / Finance	339,400	339,400	337,700
12	18,193	18,988	20,700	18,100	Court	21,400	21,400	21,400
13	83,958	107,473	122,200	83,900	Community Development	115,100	115,100	121,800
14	448,799	458,764	473,300	469,000	Police Service	479,500	479,500	479,500
15	275,459	325,278	372,700	357,600	Fire Department	404,200	404,200	404,200
16	<b>1,119,849</b>	<b>1,228,955</b>	<b>1,319,600</b>	<b>1,248,000</b>	<b>TOTAL EXPENDITURES</b>	<b>1,359,600</b>	<b>1,359,600</b>	<b>1,364,600</b>
17								
18					Excess (deficiency) of revenue			
19	<b>18,839</b>	<b>(3,665)</b>	<b>(99,100)</b>	<b>80,700</b>	over expenditures	<b>(23,300)</b>	<b>(23,300)</b>	<b>(59,300)</b>
20								
<b>OTHER FINANCING SOURCES (USES)</b>								
21					<b>TRANSFERS IN</b>			
22	26,867	29,066	28,900	30,600	Transfers In from Water	30,000	30,000	30,000
23	54,320	57,800	59,400	61,000	Transfer In from Sewer	62,200	62,200	62,200
24	<b>81,186</b>	<b>86,866</b>	<b>88,300</b>	<b>91,600</b>	<b>TOTAL TRANSFER IN</b>	<b>92,200</b>	<b>92,200</b>	<b>92,200</b>
25					<b>TRANSFERS OUT</b>			
26		(65,000)	(97,000)	(97,000)	Transfer to Fire Station Construction	(180,000)	(180,000)	(180,000)
27	(600)				Transfer to State Rev Sharing	(13,000)	(13,000)	(13,000)
28	(68,000)	(25,000)			Transfer to Equipment Reserve	(55,000)	(55,000)	(55,000)
29	<b>(68,600)</b>	<b>(90,000)</b>	<b>(97,000)</b>	<b>(97,000)</b>	<b>TOTAL TRANSFERS OUT</b>	<b>(248,000)</b>	<b>(248,000)</b>	<b>(248,000)</b>
30					<b>OTHER USES</b>			
31					Operating contingency	(80,000)	(80,000)	(80,000)
32					<b>TOTAL OTHER USES</b>	<b>(80,000)</b>	<b>(80,000)</b>	<b>(80,000)</b>
33	<b>12,586</b>	<b>(3,134)</b>	<b>(8,700)</b>	<b>(5,400)</b>	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(235,800)</b>	<b>(235,800)</b>	<b>(235,800)</b>
34	<b>31,425</b>	<b>(6,799)</b>	<b>(107,800)</b>	<b>75,300</b>	Net change in fund balances	<b>(259,100)</b>	<b>(259,100)</b>	<b>(295,100)</b>
35	<b>380,774</b>	<b>412,199</b>	<b>410,200</b>	<b>405,400</b>	Fund Balances at beginning of year	<b>469,900</b>	<b>459,100</b>	<b>480,700</b>
36	<b>412,199</b>	<b>405,400</b>	<b>302,400</b>	<b>480,700</b>	Unappropriated Ending fund Balance	<b>210,800</b>	<b>200,000</b>	<b>185,600</b>

**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					<b>REVENUE</b>			
2								
3					<b>Taxes</b>			
4	512,655	538,007	554,800	560,000	Current Year Property Taxes	577,700	577,700	577,700
5	31,315	26,286	24,000	31,500	Prior Year Property Taxes	30,000	30,000	30,000
6				93,000	Marijuana Tax	85,000	85,000	51,000
7	10,247	12,033	14,100	18,500	Transient Room Tax	18,500	18,500	18,500
8	<u>554,217</u>	<u>576,326</u>	<u>592,900</u>	<u>703,000</u>	<b>Total Taxes</b>	<u>711,200</u>	<u>711,200</u>	<u>677,200</u>
9								
10					<b>Franchise Fees</b>			
11	66,159	71,736	72,400	71,800	Portland General Electric	69,800	69,800	69,800
12	20,271	26,995	20,600	19,100	Northwest Natural Gas	17,400	17,400	17,400
13	27,616	26,793	27,500	26,900	Comcast	27,000	27,000	27,000
14	7,261	7,758	7,500	7,300	Frontier Communications	7,500	7,500	7,500
15			3,000	5,300	Astound	5,300	5,300	5,300
16	13,540	12,316	12,600	13,700	Waste Management	12,700	12,700	12,700
17	<u>134,847</u>	<u>145,597</u>	<u>143,600</u>	<u>144,100</u>	<b>Total Franchise Fees</b>	<u>139,700</u>	<u>139,700</u>	<u>139,700</u>
18								
19					<b>Licenses and Permits</b>			
20	4,980	4,760	4,600	4,600	Business / OLCC Licenses	4,200	4,200	4,200
21	45,933	46,600	44,000	22,000	Building Permits	44,000	44,000	44,000
22	13,639	10,063	10,000	20,000	Infrastructure Dev Permits	15,000	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>46,600</u>	<b>Total Licenses and Permits</b>	<u>63,200</u>	<u>63,200</u>	<u>63,200</u>
25								
26					<b>Intergovernmental Revenues</b>			
27	15,088	14,707	14,600	15,000	911 Tax Receipts	15,200	15,200	15,200
28	4,320	4,255	3,700	4,100	Cigarette Tax Receipts	3,800	3,800	3,800
29	44,277	41,613	51,200	46,000	Liquor Tax Receipts	47,300	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	84,900
32	<u>130,084</u>	<u>141,010</u>	<u>157,600</u>	<u>148,000</u>	<b>Total Intergovernmental Revenues</b>	<u>148,200</u>	<u>148,200</u>	<u>151,200</u>
33								
34					<b>Charges for Services</b>			
35	102	242	200	100	System Dev Charges-CPRD	100	100	100
36	81	118	100	100	School Excise Tax Fee	100	100	100
37	1,349	3,155	4,000	1,200	Fire/Medical Services	3,000	3,000	3,000
38	3,128	10,401	3,000	22,500	Fire Conflagration	5,000	5,000	5,000
39	2,778	3,535	5,000	4,100	Land Use / Zoning	5,000	5,000	5,000
40	182,645	191,234	198,200	190,300	Internal Admin Charge	199,100	199,100	199,100
41	<u>190,083</u>	<u>208,686</u>	<u>210,500</u>	<u>218,300</u>	<b>Total Charges for Services</b>	<u>212,300</u>	<u>212,300</u>	<u>212,300</u>
42								
43					<b>Fines and Forfeitures</b>			
44	54,248	67,215	52,000	60,000	Fines/Forfeit & Court Fees	54,000	54,000	54,000
45	<u>54,248</u>	<u>67,215</u>	<u>52,000</u>	<u>60,000</u>	<b>Total Fines and Forfeitures</b>	<u>54,000</u>	<u>54,000</u>	<u>54,000</u>
46								
47					<b>Miscellaneous Revenues</b>			
48	2,285	2,417	2,200	2,500	Investment Interest	2,500	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	5,200
52	<u>6,474</u>	<u>24,013</u>	<u>5,300</u>	<u>8,700</u>	<b>Total Miscellaneous Revenues</b>	<u>7,700</u>	<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>1,328,700</u>	<b>TOTAL REVENUE</b>	<u>1,336,300</u>	<u>1,336,300</u>	<u>1,305,300</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	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
				<b>EXPENDITURES</b>			
				<b>PERSONNEL SERVICES</b>			
				Salaries & Wages	152,800	152,800	154,400
				Personnel Benefits	77,400	77,400	74,100
				<b>TOTAL PERSONNEL SERVICES</b>	<b>230,200</b>	<b>230,200</b>	<b>228,500</b>
				<b>MATERIALS &amp; SERVICES</b>			
				Supplies	4,000	4,000	4,000
				Professional Services	48,100	48,100	48,100
				Contractual Services	1,300	1,300	1,300
				Travel & Training	12,800	12,800	12,800
				Insurance	7,800	7,800	7,800
				Regulatory Requirments	900	900	900
				Utilities	6,400	6,400	6,400
				Repairs & Maintenance	9,200	9,200	9,200
				Other Materials & Services	14,200	14,200	14,200
				<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>104,700</b>	<b>104,700</b>	<b>104,700</b>
				<b>CAPITAL OUTLAY</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
				<b>TOTAL EXPENDITURES</b>	<b>339,400</b>	<b>339,400</b>	<b>337,700</b>

**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	
1					<b>EXPENDITURES</b>			
2								
3					<b>PERSONNEL SERVICES</b>			
4					Salaries & Wages			
5	139,772	151,678	153,800	152,600	152,800	152,800	154,400	
6	139,772	151,678	153,800	152,600	152,800	152,800	154,400	
7								
8					Personnel Benefits			
9	10,216	11,032	11,800	11,300	11,700	11,700	11,800	
10	614	457	600	500	500	500	500	
11	134	144	200	200	200	200	200	
12	24,619	26,586	28,900	28,300	28,800	28,800	27,900	
13	26,339	33,130	34,700	32,500	36,200	36,200	33,700	
14	61,923	71,350	76,200	72,800	77,400	77,400	74,100	
15								
16	201,695	223,028	230,000	225,400	230,200	230,200	228,500	
17								
18					<b>MATERIALS &amp; SERVICES</b>			
19					Supplies			
20	3,617	3,834	3,400	2,400	3,400	3,400	3,400	
21	420	218	600	800	600	600	600	
22	4,037	4,052	4,000	3,200	4,000	4,000	4,000	
23								
24					Professional Services			
25	15,000	12,500	15,500	15,500	12,700	12,700	12,700	
26	16,097	18,590	20,000	16,000	22,000	22,000	22,000	
27	12,061	9,498	10,100	10,400	10,300	10,300	10,300	
28	2,157	3,701	2,200	3,100	2,600	2,600	2,600	
29	-	-	500		500	500	500	
30	45,314	44,289	48,300	45,000	48,100	48,100	48,100	
31								
32					Contractual Services			
33				1,200				
34				1,300	1,300	1,300	1,300	
35	-	-	-	2,500	1,300	1,300	1,300	
36								
37					Travel & Training			
38	787	1,843	1,000	1,000	3,700	3,700	3,700	
39	1,341	2,320	4,000	1,400	4,000	4,000	4,000	
40	4,708	4,826	5,000	4,900	5,100	5,100	5,100	
41	6,836	8,990	10,000	7,300	12,800	12,800	12,800	
42								
43	5,072	6,782	7,300	7,300	7,800	7,800	7,800	
44								
45					Regulatory Requirements			
46	1,073	1,023	1,200	800	800	800	800	
47	30	-	100	-	100	100	100	
48	1,103	1,023	1,300	800	900	900	900	
49								
50					Utilities			
51	2,105	2,054	2,200	2,200	2,200	2,200	2,200	
52	1,012	1,025	1,000	1,000	1,000	1,000	1,000	
53	3,683	3,188	3,200	3,200	3,200	3,200	3,200	
54	6,800	6,267	6,400	6,400	6,400	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			
		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	
55								
56					<b>Repairs &amp; Maintenance</b>			
57	2,797	5,231	3,800	3,800	Equip Maint/Repair	3,800	3,800	3,800
58	4,049	2,236	5,000	3,400	Bldg Maint/Repair	4,000	4,000	4,000
59	424	229	400	600	Grounds Maintenance	1,400	1,400	1,400
60	7,270	7,696	9,200	7,800	<b>Total Repairs &amp; Maintenance</b>	<b>9,200</b>	<b>9,200</b>	<b>9,200</b>
61								
62					<b>Other Materials &amp; Services</b>			
63	1,242	911	1,200	1,100	Postage	1,200	1,200	1,200
64	641	591	800	1,700	Legal Notices	900	900	900
65	5,370	5,378	6,000	5,500	City Newsletter / Website	6,000	6,000	6,000
66	2,211	3,228	2,500	3,100	Bank Charges	3,400	3,400	3,400
67	876	1,123	1,000	1,000	Lien Search	1,200	1,200	1,200
68	692	1,026	1,500	700	Other Misc Expense	1,500	1,500	1,500
69	11,033	12,256	13,000	13,100	<b>Total Other Materials &amp; Services</b>	<b>14,200</b>	<b>14,200</b>	<b>14,200</b>
70								
71	87,464	91,354	99,500	93,400	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>104,700</b>	<b>104,700</b>	<b>104,700</b>
72								
73					<b>CAPITAL OUTLAY</b>			
74	2,670				City Hall Sign			
75	-	4,069			Office Machine/Furniture			
76	1,613		1,200	600	Computer H/W, S/W	4,500	4,500	4,500
77	4,283	4,069	1,200	600	<b>TOTAL CAPITAL OUTLAY</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
78								
79	293,441	318,452	330,700	319,400	<b>TOTAL EXPENDITURES</b>	<b>339,400</b>	<b>339,400</b>	<b>337,700</b>

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

**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
<i>1</i>					<b>EXPENDITURES</b>			
<i>2</i>								
<i>3</i>					<b>PERSONNEL SERVICES</b>			
<i>4</i>	9,696	10,419	10,700	10,500	Salaries & Wages	10,300	10,300	10,300
<i>5</i>	7,183	7,442	8,200	8,000	Personnel Benefits	8,000	8,000	8,000
<i>6</i>	<u>16,879</u>	<u>17,861</u>	<u>18,900</u>	<u>18,500</u>	<b>TOTAL PERSONNEL SERVICES</b>	<u>18,300</u>	<u>18,300</u>	<u>18,300</u>
<i>7</i>								
<i>8</i>					<b>MATERIALS &amp; SERVICES</b>			
<i>9</i>	340	375	1,100	800	Supplies	900	900	900
<i>10</i>	38,421	45,380	42,500	45,900	Professional Services	50,500	50,500	50,500
<i>11</i>	26,431	43,242	36,000	16,000	Contractual Services	36,000	36,000	36,000
<i>12</i>	765	130	1,100	200	Travel & Training	1,100	1,100	1,100
<i>13</i>	1,122	485	22,600	2,500	Other Materials & Services	8,300	8,300	15,000
<i>14</i>	<u>67,079</u>	<u>89,613</u>	<u>103,300</u>	<u>65,400</u>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<u>96,800</u>	<u>96,800</u>	<u>103,500</u>
<i>15</i>								
<i>16</i>	<u>83,958</u>	<u>107,473</u>	<u>122,200</u>	<u>83,900</u>	<b>TOTAL EXPENDITURES</b>	<u>115,100</u>	<u>115,100</u>	<u>121,800</u>

**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					<b>EXPENDITURES</b>			
2								
3					<b>PERSONNEL SERVICES</b>			
4					Salaries & Wages			
5	9,696	10,419	10,700	10,500	Salaries and Wages	10,300	10,300	10,300
6	9,696	10,419	10,700	10,500	Total Salaries & Wages	10,300	10,300	10,300
7								
8					Personnel Benefits			
9	648	704	800	800	FICA	800	800	800
10	41	46	50	50	Workers' Comp	50	50	50
11	9	9	50	50	Unemployment	50	50	50
12	1,852	1,988	2,300	2,200	PERS	1,900	1,900	1,900
13	4,634	4,694	5,000	4,900	Group Medical & Life	5,200	5,200	5,200
14	7,183	7,442	8,200	8,000	Total Personnel Benefits	8,000	8,000	8,000
15								
16	16,879	17,861	18,900	18,500	<b>TOTAL PERSONNEL SERVICES</b>	<b>18,300</b>	<b>18,300</b>	<b>18,300</b>
17								
18					<b>MATERIALS &amp; SERVICES</b>			
19								
20					Supplies			
21	304	375	1,000	400	Office & Operating Supplies	500	500	500
22	36		100	400	Small Tools & Minor Equip	400	400	400
23	340	375	1,100	800	Total Supplies	900	900	900
24								
25					Professional Services			
26	2,330	435	2,500	3,400	Legal	2,500	2,500	2,500
27	9,150	20,800	12,000	20,000	Engineering / Architecture	20,000	20,000	20,000
28	26,941	24,146	28,000	22,500	Planning	28,000	28,000	28,000
29	38,421	45,380	42,500	45,900	Total Professional Services	50,500	50,500	50,500
30								
31					Contractual Services			
32	26,431	43,242	36,000	16,000	Building Inspector	36,000	36,000	36,000
33	26,431	43,242	36,000	16,000	Total Contractual Services	36,000	36,000	36,000
34								
35					Travel & Training			
36	120	100	500	-	Commissioner Development	500	500	500
37	615	30	500	100	Employee Development	500	500	500
38	30		100	100	Dues & Subscriptions	100	100	100
39	765	130	1,100	200	Total Travel & Training	1,100	1,100	1,100
40								
41					Other Materials & Services			
42	105	277	500	200	Postage	500	500	500
43	172	208	600	200	Legal Notices	600	600	600
44			21,400	2,000	Rehab Loans/Grants	7,100	7,100	13,800
45	845		100	100	Other Misc Expense	100	100	100
46	1,122	485	22,600	2,500	Total Other Materials & Services	8,300	8,300	15,000
47								
48	67,079	89,613	103,300	65,400	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>96,800</b>	<b>96,800</b>	<b>103,500</b>
49								
50	83,958	107,473	122,200	83,900	<b>TOTAL EXPENDITURES</b>	<b>115,100</b>	<b>115,100</b>	<b>121,800</b>

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

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

	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					<b>EXPENDITURES</b>			
2								
3								
4					<b>MATERIALS &amp; SERVICES</b>			
5	448,799	458,764	473,300	469,000	Contractual Services	479,500	479,500	479,500
6	448,799	458,764	473,300	469,000	<b>TOTAL MATERIALS &amp; SERVICES</b>	479,500	479,500	479,500
7								
8	448,799	458,764	473,300	469,000	<b>TOTAL EXPENDITURES</b>	479,500	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		ADOPTED	EST		PROPOSED	APPROVED	ADOPTED	
2013-14	2014-15	BUDGET	2015-16	FORECAST	by Budget	by Budget	by Governing	
		2015-16	2015-16		Officer	Committee	Body	
1					<b>EXPENDITURES</b>			
2								
3					<b>MATERIALS &amp; SERVICES</b>			
4								
5					<b>Contractual Services</b>			
6	32,965	34,613	36,400	36,400	Emergency Dispatch (911)	38,200	38,200	38,200
7	415,834	424,151	436,900	432,600	Police Services Contract	441,300	441,300	441,300
8	448,799	458,764	473,300	469,000	Total Contractual Services	479,500	479,500	479,500
9								
10	448,799	458,764	473,300	469,000	<b>TOTAL MATERIALS &amp; SERVICES</b>	479,500	479,500	479,500
11								
12	448,799	458,764	473,300	469,000	<b>TOTAL EXPENDITURES</b>	479,500	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 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
				<b>EXPENDITURES</b>			
				<b>PERSONNEL SERVICES</b>			
				Salaries & Wages	180,400	180,400	180,400
				Personnel Benefits	82,400	82,400	82,400
				<b>TOTAL PERSONNEL SERVICES</b>	<b>262,800</b>	<b>262,800</b>	<b>262,800</b>
				<b>MATERIALS &amp; SERVICES</b>			
				Supplies	18,500	18,500	18,500
				Professional Services	2,000	2,000	2,000
				Contractual Services	30,000	30,000	30,000
				Travel & Training	3,100	3,100	3,100
				Insurance	16,600	16,600	16,600
				Regulatory Requirements	9,000	9,000	9,000
				Utilities	16,500	16,500	16,500
				Repairs & Maintenance	18,500	18,500	18,500
				Other Materials & Services	700	700	700
				<b>Total Materials &amp; Services</b>	<b>114,900</b>	<b>114,900</b>	<b>114,900</b>
				<b>CAPITAL OUTLAY</b>	<b>26,500</b>	<b>26,500</b>	<b>26,500</b>
				<b>TOTAL EXPENDITURES</b>	<b>404,200</b>	<b>404,200</b>	<b>404,200</b>

**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					<b>EXPENDITURES</b>		
2							
3					<b>PERSONNEL SERVICES</b>		
4					<b>Salaries &amp; Wages</b>		
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	<b>Total Salaries &amp; Wages</b>	<b>180,400</b>	<b>180,400</b>
9							
10					<b>Personnel Benefits</b>		
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	<b>Total Personnel Benefits</b>	<b>82,400</b>	<b>82,400</b>
17							
18	188,126	223,254	246,000	246,800	<b>TOTAL PERSONNEL SERVICES</b>	<b>262,800</b>	<b>262,800</b>
19							
20					<b>MATERIALS &amp; SERVICES</b>		
21					<b>Supplies</b>		
22	2,190	2,799	3,500	2,000	Office & Operating Supplies	3,500	3,500
23	6,747	4,490	6,000	5,500	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	<b>Total Supplies</b>	<b>18,500</b>	<b>18,500</b>
27							
28					<b>Professional Services</b>		
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	<b>Total Professional Services</b>	<b>2,000</b>	<b>2,000</b>
32							
33					<b>Contractual Services</b>		
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	<b>Total Contractual Services</b>	<b>30,000</b>	<b>30,000</b>
39							
40					<b>Travel &amp; Training</b>		
41	1,188	1,872	2,000	3,500	Employee Development	3,000	3,000
42	170	85	200	100	Dues & Subscriptions	100	100
43	1,358	1,957	2,200	3,600	<b>Total Travel &amp; Training</b>	<b>3,100</b>	<b>3,100</b>
44							
45	11,817	14,553	15,600	16,000	<b>Insurance</b>	<b>16,600</b>	<b>16,600</b>
46							
47					<b>Regulatory Requirements</b>		
48	5,009	6,089	8,200	3,400	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	4,400	<b>Total Regulatory Requirements</b>	<b>9,000</b>	<b>9,000</b>
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		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	6,000
54	1,473	3,667	3,500	3,500	Natural Gas	3,500	3,500	3,500
55	5,689	8,001	7,300	7,000	Telephone & Cable	7,000	7,000	7,000
56	10,514	17,563	16,800	16,300	Total Utilities	16,500	16,500	16,500
57								
58					Repairs & Maintenance			
59	1,724	3,609	4,500	2,200	Equip Maint/Repair	4,500	4,500	4,500
60	2,834	5,568	6,000	10,600	Vehicle Maint/Repair	10,000	10,000	10,000
61	999	1,595	2,100	500	Bldg Maint/Repair	3,000	3,000	3,000
62		584	1,000	500	Grounds Maintenance	1,000	1,000	1,000
63	5,556	11,356	13,600	13,800	Total Repairs & Maintenance	18,500	18,500	18,500
64								
65					Other Materials & Services			
66	54	120	200	100	Postage / Shipping	200	200	200
67	118	97	500	100	Other Misc Expense	500	500	500
68	172	217	700	200	Total Other Materials & Services	700	700	700
69								
70	81,088	99,976	107,200	101,100	TOTAL MATERIALS & SERVICES	114,900	114,900	114,900
71								
72					CAPITAL OUTLAY			
73		1,274	2,500		Office Mach/Furn.	500	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	1,000
76	4,197			2,200	Capital Equipment			
77			10,000	7,100	Protective Clothing	25,000	25,000	25,000
78	6,245	2,049	19,500	9,700	TOTAL CAPITAL OUTLAY	26,500	26,500	26,500
79								
80	275,459	325,278	372,700	357,600	TOTAL EXPENDITURES	404,200	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
<b>REVENUE</b>							
				Taxes	40,000	40,000	40,000
				Intergovernmental Revenues	185,000	185,000	185,000
				Miscellaneous Revenues	200	200	200
<b>227,310</b>	<b>219,840</b>	<b>221,400</b>	<b>227,900</b>	<b>TOTAL REVENUE</b>	<b>225,200</b>	<b>225,200</b>	<b>225,200</b>
<b>EXPENDITURES</b>							
<b>PERSONNEL SERVICES</b>							
				Salaries & Wages	37,000	37,000	37,000
				Personnel Benefits	22,400	22,400	22,400
<b>54,637</b>	<b>59,207</b>	<b>62,400</b>	<b>59,100</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>59,400</b>	<b>59,400</b>	<b>59,400</b>
<b>MATERIALS &amp; SERVICES</b>							
				Supplies	4,200	4,200	4,200
				Professional Services	7,300	7,300	7,300
				Travel & Training	500	500	500
				Insurance	1,600	1,600	1,600
				Regulatory Requirements	100	100	100
				Utilities	22,300	22,300	22,300
				Repairs & Maintenance	26,600	26,600	26,600
				Interfund Services	28,100	28,100	28,100
				Other Materials & Services	200	200	200
<b>88,919</b>	<b>81,470</b>	<b>103,600</b>	<b>76,100</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>90,900</b>	<b>90,900</b>	<b>90,900</b>
				<b>CAPITAL OUTLAY</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
<b>143,556</b>	<b>140,677</b>	<b>166,000</b>	<b>135,200</b>	<b>TOTAL EXPENDITURES</b>	<b>157,300</b>	<b>157,300</b>	<b>157,300</b>
				Excess (deficiency) of revenue over expenditures	67,900	67,900	67,900
<b>83,754</b>	<b>79,163</b>	<b>55,400</b>	<b>92,700</b>				
<b>OTHER FINANCING SOURCES (USES)</b>							
<b>TRANSFERS OUT</b>							
				Transfer to CIP Street	(85,000)	(85,000)	(85,000)
				Transfer to Equipment Reserve	(12,200)	(12,200)	(12,200)
<b>(58,800)</b>	<b>(59,000)</b>	<b>(83,200)</b>	<b>(83,200)</b>	<b>TOTAL TRANSFERS OUT</b>	<b>(97,200)</b>	<b>(97,200)</b>	<b>(97,200)</b>
<b>OTHER USES</b>							
				Operating contingency	(5,000)	(5,000)	(5,000)
				<b>TOTAL OTHER USES</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(5,000)</b>
<b>(58,800)</b>	<b>(59,000)</b>	<b>(88,200)</b>	<b>(83,200)</b>	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(102,200)</b>	<b>(102,200)</b>	<b>(102,200)</b>
				Net Change in fund Balance	(34,300)	(34,300)	(34,300)
				Fund Balance at beginning of year	36,800	36,800	38,800
				Unappropriated Ending fund Balance	2,500	2,500	4,500



**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				
49								
50	19	16	500	200	Travel & Training			
51	19	16	500	200	Employee Development	500	500	500
52					Total Travel & Training	500	500	500
53	1,200	1,462	1,600	1,500	Insurance	1,600	1,600	1,600
54								
55					Regulatory Requirements			
56	35	86	100	100	Equipment Testing	100	100	100
57	35	86	100	100	Total Regulatory Requirements	100	100	100
58								
59					Utilities			
60	23	154	400	500	Electricity	400	400	400
61	27,859	22,291	23,000	21,700	Street Lights	21,000	21,000	21,000
62	21			100	Solid Waste & Recycling	200	200	200
63	691	625	600	700	Telephone & Cable	700	700	700
64	28,593	23,071	24,000	23,000	Total Utilities	22,300	22,300	22,300
65								
66					Repairs & Maintenance			
67	754	225	700	600	Equip Maint/Repair	700	700	700
68	351	876	1,000	1,000	Vehicle Maint/Repair	1,000	1,000	1,000
69	167	28	200	100	Bldg Maint/Repair	200	200	200
70		77	200	200	Ground Maintenance	200	200	200
71			500		Street Light Maint / Repair	500	500	500
72	8,608	8,023	10,000	6,300	Street Sweeping	9,000	9,000	9,000
73	4,052	5,605	20,000	1,200	Street Surface Maint & Repair	8,000	8,000	8,000
74			1,000		Pedestrian Ways	1,000	1,000	1,000
75		3,778		3,800	Traffic Control	1,000	1,000	1,000
76	3,465	299	2,500	2,500	Planting Strips & Street Trees	5,000	5,000	5,000
77	17,398	18,911	36,100	15,700	Total Repairs & Maintenance	26,600	26,600	26,600
78								
79					Interfund Services			
80	27,737	29,166	29,600	27,600	Internal Admin Charge	28,100	28,100	28,100
81	27,737	29,166	29,600	27,600	Total Interfund Services	28,100	28,100	28,100
82								
83					Other Materials & Services			
84	48	14	50	50	Postage	50	50	50
85	-	-	100	-	Recruitment Expense	100	100	100
86	-	-	50	50	Other Misc Expense	50	50	50
87	48	14	200	100	Total Other Materials & Services	200	200	200
88								
89	88,919	81,470	103,600	76,100	TOTAL MATERIALS & SERVICES	90,900	90,900	90,900
90								
91					CAPITAL OUTLAY			
92					Capital Equipment	7,000	7,000	7,000
93	-	-	-	-	TOTAL CAPITAL OUTLAY	7,000	7,000	7,000
94								
95	143,556	140,677	166,000	135,200	TOTAL EXPENDITURES	157,300	157,300	157,300
96								
97					Excess (deficiency) of revenue			
98	83,754	79,163	55,400	92,700	over expenditures	67,900	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		ADOPTED	EST		PROPOSED	APPROVED	ADOPTED
	2013-14	2014-15	BUDGET	FORECAST		by Budget	by Budget	by Governing
	2013-14	2014-15	2015-16	2015-16		Officer	Committee	Body
99								
100								
101	<b>OTHER FINANCING SOURCES (USES)</b>							
102								
103					<b>TRANSFERS OUT</b>			
104	(45,000)	(45,000)	(70,000)	(70,000)	Transfer to Street CIP	(85,000)	(85,000)	(85,000)
105	(13,800)	(14,000)	(13,200)	(13,200)	Transfer to Equipment Reserve	(12,200)	(12,200)	(12,200)
106	(58,800)	(59,000)	(83,200)	(83,200)	<b>TOTAL TRANSFERS OUT</b>	<b>(97,200)</b>	<b>(97,200)</b>	<b>(97,200)</b>
107								
108					<b>OTHER USES</b>			
109			(5,000)		Operating contingency	(5,000)	(5,000)	(5,000)
110			(5,000)		<b>TOTAL OTHER USES</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(5,000)</b>
111								
112	(58,800)	(59,000)	(88,200)	(83,200)	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(102,200)</b>	<b>(102,200)</b>	<b>(102,200)</b>
113								
114	24,954	20,163	(32,800)	9,500	Net Change in fund Balance	(34,300)	(34,300)	(34,300)
115								
116	4,387	29,341	41,500	29,300	Fund Balance at beginning of year	36,800	36,800	38,800
117								
118	29,341	49,504	8,700	38,800	Unappropriated Ending fund Balance	2,500	2,500	4,500

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

**GOVERNMENT  
111 - Street CIP**

Historical Data		EST		Budget for Next Year 2014-15		
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
<b>REVENUE</b>						
	19,811	44,700	43,800	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
<b>395</b>	<b>20,366</b>	<b>1,511,000</b>	<b>312,400</b>	<b>TOTAL REVENUE</b>	<b>1,686,600</b>	<b>1,686,600</b>
<b>EXPENDITURES</b>						
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
<b>99,992</b>	<b>193,663</b>	<b>1,879,700</b>	<b>328,500</b>	<b>TOTAL EXPENDITURES</b>	<b>2,260,100</b>	<b>2,260,100</b>
				Excess (deficiency) of revenue		
(99,597)	(173,297)	(368,700)	(16,100)	over expenditures	(573,500)	(573,500)
<b>OTHER FINANCING SOURCES (USES)</b>						
<b>LOAN PROCEEDS</b>						
		200,000		Interfund Loans	200,000	200,000
-	205,000	76,000	-	OR Transportation Infrastructure Bank	76,000	76,000
<b>-</b>	<b>205,000</b>	<b>276,000</b>	<b>-</b>	<b>TOTAL LOAN PROCEEDS</b>	<b>276,000</b>	<b>276,000</b>
<b>TRANSFERS IN</b>						
45,000	45,000	70,000	70,000	Transfer In from Street	85,000	85,000
<b>45,000</b>	<b>45,000</b>	<b>70,000</b>	<b>70,000</b>	<b>TOTAL TRANSFERS IN</b>	<b>85,000</b>	<b>85,000</b>
<b>45,000</b>	<b>250,000</b>	<b>346,000</b>	<b>70,000</b>	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>361,000</b>	<b>361,000</b>
(54,597)	76,703	(22,700)	53,900	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	215,000
84,403	161,106	155,000	215,000	Unappropriated Ending fund Balance	1,100	2,500

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
1					<b>REVENUE</b>			
2								
3					<b>Franchise Fees</b>			
4		14,803	31,000	31,100	Portland General Electric	29,800	29,800	29,800
5		5,008	13,700	12,700	Northwest Natural Gas	11,600	11,600	11,600
6	-	19,811	44,700	43,800	<b>Total Franchise Fees</b>	<b>41,400</b>	<b>41,400</b>	<b>41,400</b>
7								
8					<b>Intergovernmental Revenue</b>			
9			760,700		Bike/Pedestrian Grant	603,000	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	732,000
12			50,000		Special City Allotment Grant	50,000	50,000	50,000
13	-	-	1,265,500	268,000	<b>Total Intergovernmental Revenue</b>	<b>1,385,000</b>	<b>1,385,000</b>	<b>1,385,000</b>
14								
15					<b>Miscellaneous Revenues</b>			
16			200,000	-	LID Assessments	260,000	260,000	260,000
17	395	555	800	600	Investment Interest	200	200	200
18	395	555	200,800	600	<b>Total Miscellaneous Revenues</b>	<b>260,200</b>	<b>260,200</b>	<b>260,200</b>
19								
20	395	20,366	1,511,000	312,400	<b>TOTAL REVENUE</b>	<b>1,686,600</b>	<b>1,686,600</b>	<b>1,686,600</b>
21								
22					<b>EXPENDITURES</b>			
23								
24					<b>CAPITAL OUTLAY</b>			
25	52,525	149,895	160,000	4,000	Overlays	168,300	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	2,065,200
28	99,992	193,663	1,869,700	320,000	<b>TOTAL CAPITAL OUTLAY</b>	<b>2,221,300</b>	<b>2,221,300</b>	<b>2,233,500</b>
29								
30					<b>DEBT SERVICE</b>			
31					OTIB Loan Repayment	23,300	23,300	11,100
32			10,000	8,500	OTIB Loan Interest	15,500	15,500	15,500
33	-	-	10,000	8,500	<b>TOTAL DEBT SERVICE</b>	<b>38,800</b>	<b>38,800</b>	<b>26,600</b>
34								
35	99,992	193,663	1,879,700	328,500	<b>TOTAL EXPENDITURES</b>	<b>2,260,100</b>	<b>2,260,100</b>	<b>2,260,100</b>
36								
37					Excess (deficiency) of revenue			
38	(99,597)	(173,297)	(368,700)	(16,100)	over expenditures	(573,500)	(573,500)	(573,500)
39								
40					<b>OTHER FINANCING SOURCES (USES)</b>			
41								
42					<b>LOAN PROCEEDS</b>			
43			400,000		Interfund Loan Received	460,000	460,000	460,000
44			(200,000)		Interfund Loan Repayment	(260,000)	(260,000)	(260,000)
45		205,000	76,000		OR Transportation Infrastructure Bank	76,000	76,000	76,000
46	-	205,000	276,000	-	<b>TOTAL LOAN PROCEEDS</b>	<b>276,000</b>	<b>276,000</b>	<b>276,000</b>

CITY OF DUNDEE								
BUDGET FY 2016-2017								
GOVERNMENT								
111 - Street CIP								
(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	
47								
48					TRANSFERS IN			
49	45,000	45,000	70,000	70,000	Transfer In from Street	85,000	85,000	85,000
50	45,000	45,000	70,000	70,000	TOTAL TRANSFERS IN	85,000	85,000	85,000
51								
52	45,000	250,000	346,000	70,000	TOTAL OTHER FINANCING SOURCES (USES)	361,000	361,000	361,000
53								
54								
55	(54,597)	76,703	(22,700)	53,900	Net Change in fund Balance	(212,500)	(212,500)	(212,500)
56								
57	139,000	84,403	177,700	161,100	Fund Balance at beginning of year	213,600	213,600	215,000
58								
59	84,403	161,106	155,000	215,000	Unappropriated Ending fund Balance	1,100	1,100	2,500

**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	
1								
2								
3	225	218	200	200	Miscellaneous Revenues	200	200	200
4								
5	225	218	200	200	<b>TOTAL REVENUE</b>	<b>200</b>	<b>200</b>	<b>200</b>
6								
7								
8								
9								
10	-	-	42,600	-	CAPITAL OUTLAY	42,900	42,900	42,900
11								
12	-	-	42,600	-	<b>TOTAL EXPENDITURES</b>	<b>42,900</b>	<b>42,900</b>	<b>42,900</b>
13								
14					Excess (deficiency) of revenue			
15	225	218	(42,400)	200	over expenditures	(42,700)	(42,700)	(42,700)
16								
17								
18	225	218	(42,400)	200	Net Change in fund Balance	(42,700)	(42,700)	(42,700)
19								
20	42,016	42,240	42,400	42,500	Fund Balance at beginning of year	42,700	42,700	42,700
21								
22	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 2015-16	FORECAST 2015-16		by Budget Officer	by Budget Committee	by Governing Body
1								
2								
3								
4	225	218	200	200				
5	225	218	200	200				
6								
7								
8	225	218	200	200	<b>TOTAL REVENUE</b>	200	200	200
9								
10								
11								
12								
13								
14	-	-	42,600	-				
15	-	-	42,600	-				
16								
17	-	-	42,600	-	<b>TOTAL EXPENDITURES</b>	42,900	42,900	42,900
18								
19								
20	225	218	(42,400)	200	Excess (deficiency) of revenue over expenditures	(42,700)	(42,700)	(42,700)
21								
22								
23	225	218	(42,400)	200	Net Change in fund Balance	(42,700)	(42,700)	(42,700)
24								
25	42,016	42,240	42,400	42,500	Fund Balance at beginning of year	42,700	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**

(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	23,608	24,666	26,000	25,000				
5	23,608	24,666	26,000	25,000				
6								
7								
8	18	16	100	100				
9	18	16	100	100				
10								
11								
12	23,626	24,682	26,100	25,100				
13								
14								
15								
16								
17								
18								
20	1,966	2,763	2,500	2,500				
21		1,000	16,700	14,000				
22	1,966	3,763	19,200	16,500				
23								
24								
25	600	800	1,000	1,000				
26	600	1,200	1,200	1,200				
27		338	1,200	600				
28	2,400	2,500	2,600	2,600				
29	1,500	800	600	600				
30			500	500				
31	400	300	500	500				
32	5,500	5,938	7,600	7,000				
33								
34								
35	1,443							
36	2,012							
37	3,455	-	-	-				
38								
39								
41	1,200	1,200	1,500	1,500				
42	1,200	1,200	1,500	1,500				
43								
44	12,121	10,902	28,300	25,000				
45								
46								
47	13,311							
48	13,311	-	-	-				
49								
50	25,432	10,902	28,300	25,000				

**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
51							
52							
53	(1,805)	13,780	(2,200)	100			
54							
55							
56							
57	600						
58	600	-	-	-			
59							
60							
62	(2,500)	(2,500)	(10,000)	(10,000)			
63	(2,500)	(2,500)	(10,000)	(10,000)			
64							
65	(1,900)	(2,500)	(10,000)	(10,000)			
66							
67	(3,705)	11,280	(12,200)	(9,900)			
68							
69	4,804	1,098	12,200	12,400			
70							
71	1,098	12,378	-	2,500			

**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
1					<b>REVENUE</b>			
2								
3	23,608	24,666	26,000	25,000	Intergovernmental Revenues	25,500	25,500	25,500
4	18	16	100	100	Miscellaneous Revenues	100	100	100
5								
6	<u>23,626</u>	<u>24,682</u>	<u>26,100</u>	<u>25,100</u>	<b>TOTAL REVENUE</b>	<u>25,600</u>	<u>25,600</u>	<u>25,600</u>
7								
8								
9					<b>EXPENDITURES</b>			
10								
11					<b>MATERIALS &amp; SERVICES</b>			
12	1,966	3,763	19,200	16,500	Professional Services	28,500	28,500	28,500
13	5,500	5,938	7,600	7,000	Contractual Services	900	7,600	7,600
14	3,455	-	-	-	Repairs & Maintenance	-	-	-
15	1,200	1,200	1,500	1,500	Other Materials & Services	-	-	-
16	<u>12,121</u>	<u>10,902</u>	<u>28,300</u>	<u>25,000</u>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<u>29,400</u>	<u>36,100</u>	<u>36,100</u>
17								
18	13,311	-	-	-	<b>CAPITAL OUTLAY</b>	-	-	-
19								
20	<u>25,432</u>	<u>10,902</u>	<u>28,300</u>	<u>25,000</u>	<b>TOTAL EXPENDITURES</b>	<u>29,400</u>	<u>36,100</u>	<u>36,100</u>
21								
22					Excess (deficiency) of revenue			
23	<u>(1,805)</u>	<u>13,780</u>	<u>(2,200)</u>	<u>100</u>	over expenditures	<u>(3,800)</u>	<u>(10,500)</u>	<u>(10,500)</u>
24								
25					<b>OTHER FINANCING SOURCES (USES)</b>			
26								
27					<b>TRANSFERS IN</b>			
28	600	-	-	-	Transfers In from General Fund	13,000	13,000	13,000
29	<u>600</u>	<u>-</u>	<u>-</u>	<u>-</u>	<b>TOTAL TRANSFER IN</b>	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>
30								
31					<b>TRANSFERS OUT</b>			
32	(2,500)	(2,500)	(10,000)	(10,000)	Transfer to Parks Improvement	(5,000)	(5,000)	(5,000)
33	<u>(2,500)</u>	<u>(2,500)</u>	<u>(10,000)</u>	<u>(10,000)</u>	<b>TOTAL TRANSFERS OUT</b>	<u>(5,000)</u>	<u>(5,000)</u>	<u>(5,000)</u>
34								
35	<u>(1,900)</u>	<u>(2,500)</u>	<u>(10,000)</u>	<u>(10,000)</u>	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
36								
37	(3,705)	11,280	(12,200)	(9,900)	Net Change in fund Balance	4,200	(2,500)	(2,500)
38								
39	4,804	1,098	12,200	12,400	Fund Balance at beginning of year	2,500	2,500	2,500
40								
41	1,098	12,378	-	2,500	Unappropriated Ending fund Balance	6,700	-	-

**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	
<b>REVENUE</b>							
				Miscellaneous Revenues	3,800	3,800	3,800
3,277	33,549	3,500	11,800				
<b>3,277</b>	<b>33,549</b>	<b>3,500</b>	<b>11,800</b>	<b>TOTAL REVENUE</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>
<b>EXPENDITURES</b>							
				CAPITAL OUTLAY	799,200	799,200	680,400
58,069	484,032	755,600	173,000				
-	-	58,700	58,600	DEBT SERVICE	58,600	58,600	58,600
58,069	484,032	814,300	231,600	<b>TOTAL EXPENDITURES</b>	<b>857,800</b>	<b>857,800</b>	<b>739,000</b>
				Excess (deficiency) of revenue over expenditures	(854,000)	(854,000)	(735,200)
(54,792)	(450,484)	(810,800)	(219,800)				
<b>OTHER FINANCING SOURCES (USES)</b>							
	357,500		-	LOANS RECEIVED			
<b>TRANSFERS IN</b>							
68,000	25,000	52,000	-	Transfer in - General Fund	55,000	55,000	55,000
13,800	14,000	13,200	13,200	Transfer In - Street	12,200	12,200	12,200
-	-	-	-	Transfer in - St Shared Revenue	-	-	-
39,900	40,300	42,900	42,900	Transfer In - Water	43,900	43,900	43,900
13,800	13,800	13,000	13,000	Transfer In - Sewer	12,900	12,900	12,900
12,800	12,900	12,000	12,000	Transfer In - Storm Water	12,200	12,200	12,200
<b>148,300</b>	<b>106,000</b>	<b>133,100</b>	<b>81,100</b>	<b>TOTAL TRANSFERS IN</b>	<b>136,200</b>	<b>136,200</b>	<b>136,200</b>
				<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>136,200</b>	<b>136,200</b>	<b>136,200</b>
148,300	463,500	133,100	81,100				
93,508	13,016	(677,700)	(138,700)	Net Change in fund Balance	(717,800)	(717,800)	(599,000)
631,223	724,731	677,700	737,700	Fund Balance at beginning of year	717,800	717,800	599,000
724,731	737,747	-	599,000	Unappropriated Ending fund Balance	-	-	-

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

**GOVERNMENT**  
**127 - Equipment Reserve Fund**  
**( 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
<b>REVENUE</b>								
1								
2								
3								
4	3,277	3,549	3,500	3,800	Miscellaneous Revenues			
5	-	30,000		8,000	Investment Interest	3,800	3,800	3,800
6	3,277	33,549	3,500	11,800	Sale of Surplus Property			
7					Total Miscellaneous Revenues	3,800	3,800	3,800
8	3,277	33,549	3,500	11,800	TOTAL REVENUE	3,800	3,800	3,800
9								
<b>EXPENDITURES</b>								
10								
11								
<b>CAPITAL OUTLAY</b>								
12								
13	47,175	397,682		26,200	PW Shops Facility			
14	-	86,350	557,400	114,900	Fire - Equipment & Vehicles	572,300	572,300	480,300
15	10,894	-	198,200	31,900	PW - Equipment & Vehicles	226,900	226,900	200,100
16	58,069	484,032	755,600	173,000	TOTAL CAPITAL OUTLAY	799,200	799,200	680,400
17								
<b>DEBT SERVICE</b>								
18								
19			46,000	46,000	Key Bank Loan Principal	48,100	48,100	48,100
20			12,700	12,600	Key Bank Loan Interest	10,500	10,500	10,500
21	-	-	58,700	58,600	TOTAL DEBT SERVICE	58,600	58,600	58,600
22								
23	58,069	484,032	814,300	231,600	TOTAL EXPENDITURES	857,800	857,800	739,000
24								
25					Excess (deficiency) of revenue			
26	(54,792)	(450,484)	(810,800)	(219,800)	over expenditures	(854,000)	(854,000)	(735,200)
27								
<b>OTHER FINANCING SOURCES (USES)</b>								
28								
29								
<b>LOAN PROCEEDS</b>								
30		357,500						
<b>TRANSFERS IN</b>								
31								
32	68,000	25,000	52,000		Transfer in - General Fund	55,000	55,000	55,000
33	13,800	14,000	13,200	13,200	Transfer In - Street	12,200	12,200	12,200
34					Transfer in - St Shared Revenue			
35	39,900	40,300	42,900	42,900	Transfer In - Water	43,900	43,900	43,900
36	13,800	13,800	13,000	13,000	Transfer In - Sewer	12,900	12,900	12,900
37	12,800	12,900	12,000	12,000	Transfer In - Storm Water	12,200	12,200	12,200
38	148,300	106,000	133,100	81,100	TOTAL TRANSFERS IN	136,200	136,200	136,200
39								
40	148,300	463,500	133,100	81,100	TOTAL OTHER FINANCING SOURCES (USES)	136,200	136,200	136,200
41								
42	93,508	13,016	(677,700)	(138,700)	Net Change in fund Balance	(717,800)	(717,800)	(599,000)
43								
44	631,223	724,731	677,700	737,700	Fund Balance at beginning of year	717,800	717,800	599,000
45								
46	724,731	737,747	-	599,000	Unappropriated Ending fund Balance	-	-	-

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

**GOVERNMENT**  
**131 - Parks**

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
<b>REVENUE</b>							
				Intergovernmental Revenue	9,500	9,500	5,700
.35	43,492	31,500	25,800	Miscellaneous Revenues	4,100	4,100	4,100
	15	4,100	100				
35	43,507	35,600	25,900	<b>TOTAL REVENUE</b>	<b>13,600</b>	<b>13,600</b>	<b>9,800</b>
<b>EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
		2,500	-	Professional Services	2,500	2,500	2,500
		-	-	Travel & Training	-	-	-
331	16	1,000	100	Repairs & Maintenance	1,000	1,000	1,000
331	16	3,500	100	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
731	39,243	54,500	32,500	<b>CAPITAL OUTLAY</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
1,061	39,260	58,000	32,600	<b>TOTAL EXPENDITURES</b>	<b>33,500</b>	<b>33,500</b>	<b>33,500</b>
(1,026)	4,248	(22,400)	(6,700)	Excess (deficiency) of revenue over expenditures	(19,900)	(19,900)	(23,700)
<b>OTHER FINANCING SOURCES (USES)</b>							
<b>TRANSFERS IN</b>							
2,500	2,500	10,000	10,000	Transfer In - State Revenue Sharing	5,000	5,000	5,000
2,500	2,500	10,000	10,000	<b>TOTAL TRANSFERS IN</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
2,500	2,500	10,000	10,000	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
1,474	6,748	(12,400)	3,300	Net Change in fund Balance	(14,900)	(14,900)	(18,700)
7,622	9,096	13,200	15,800	Fund Balance at beginning of year	15,300	15,300	19,100
9,096	15,843	800	19,100	Unappropriated Ending fund Balance	400	400	400

**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
1					<b>REVENUE</b>			
2								
3					<b>Intergovernmental Revenue</b>			
4	-	43,492	31,500	25,800	State Parks Local Gov't Grant	9,500	9,500	5,700
5	-	43,492	31,500	25,800	<b>Total Intergovernmental Revenue</b>	<b>9,500</b>	<b>9,500</b>	<b>5,700</b>
6								
7					<b>Miscellaneous Revenues</b>			
8	35	15	100	100	Investment Interest	100	100	100
9			4,000		Private Contributions/Grants	4,000	4,000	4,000
10	35	15	4,100	100	<b>Total Miscellaneous Revenues</b>	<b>4,100</b>	<b>4,100</b>	<b>4,100</b>
11								
12	35	43,507	35,600	25,900	<b>TOTAL REVENUE</b>	<b>13,600</b>	<b>13,600</b>	<b>9,800</b>
13								
14					<b>EXPENDITURES</b>			
15								
16					<b>MATERIALS &amp; SERVICES</b>			
17					<b>Professional Services</b>			
18					Engineering/Architecture			
19	-	-	2,500	-	Other Professional Services	2,500	2,500	2,500
20	-	-	2,500	-	<b>Total Professional Services</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
21								
22					<b>Travel &amp; Training</b>			
23	-	-		-	Employee Development			
24	-	-	-	-	<b>Total Travel &amp; Training</b>	<b>-</b>	<b>-</b>	<b>-</b>
25								
26					<b>Repairs &amp; Maintenance</b>			
27	331	16	1,000	100	Parks & Trails Maint/Repair	1,000	1,000	1,000
28	331	16	1,000	100	<b>Total Repairs &amp; Maintenance</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
29								
30								
31	331	16	3,500	100	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
32								
33					<b>CAPITAL OUTLAY</b>			
34	108				Project - Harvey Ck Watershed Trail			
35	623	39,243	54,500	32,500	Project - Viewmont Greenway	30,000	30,000	30,000
36	731	39,243	54,500	32,500	<b>TOTAL CAPITAL OUTLAY</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
37								
38	1,061	39,260	58,000	32,600	<b>TOTAL EXPENDITURES</b>	<b>33,500</b>	<b>33,500</b>	<b>33,500</b>
39								
40					<b>Excess (deficiency) of revenue</b>			
41	(1,026)	4,248	(22,400)	(6,700)	<b>over expenditures</b>	<b>(19,900)</b>	<b>(19,900)</b>	<b>(23,700)</b>

**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					<b>OTHER FINANCING SOURCES (USES)</b>			
44								
45					<b>TRANSFERS IN</b>			
46	2,500	2,500	10,000	10,000	Transfer In - State Revenue Sharing	5,000	5,000	5,000
47	2,500	2,500	10,000	10,000	<b>TOTAL TRANSFERS IN</b>	5,000	5,000	5,000
48								
49	2,500	2,500	10,000	10,000	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	5,000	5,000	5,000
50								
51								
52	1,474	6,748	(12,400)	3,300	Net Change in fund Balance	(14,900)	(14,900)	(18,700)
53								
54	7,622	9,096	13,200	15,800	Fund Balance at beginning of year	15,300	15,300	19,100
55								
56	9,096	15,843	800	19,100	Unappropriated Ending fund Balance	400	400	400

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

**GOVERNMENT  
151 - Tourism**

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	
<b>REVENUE</b>							
				Other Taxes	43,100	43,100	43,100
				Intergovernmental Revenue	-	-	-
				Miscellaneous Revenues	5,100	5,100	5,100
				<b>TOTAL REVENUE</b>	<b>48,200</b>	<b>48,200</b>	<b>48,200</b>
<b>EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
				Professional Services	-	-	2,500
				Other Material & Services	47,000	47,000	47,000
				<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>47,000</b>	<b>47,000</b>	<b>49,500</b>
				<b>CAPITAL OUTLAY</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
				<b>TOTAL EXPENDITURES</b>	<b>97,000</b>	<b>97,000</b>	<b>99,500</b>
				Excess (deficiency) of revenue over expenditures	(48,800)	(48,800)	(51,300)
				Net Change in fund Balance	(48,800)	(48,800)	(51,300)
				Fund Balance at beginning of year	49,400	49,400	52,600
				Unappropriated Ending fund Balance	600	600	1,300



**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
<b>1</b>							
<b>2</b>							
<b>3</b>	-	-	-	-	-	-	-
<b>4</b>	8,029	65,446	-	200	-	-	-
<b>5</b>	8,029	65,446	-	200	-	-	-
<b>6</b>							
<b>7</b>							
<b>8</b>							
<b>9</b>							
<b>10</b>							
<b>11</b>							
<b>12</b>							
<b>13</b>							
<b>14</b>							
<b>15</b>							
<b>16</b>							
<b>17</b>							
<b>18</b>							
<b>19</b>							
<b>20</b>							
<b>21</b>							
<b>22</b>							
<b>23</b>							
<b>24</b>							
<b>25</b>							
<b>26</b>							
<b>27</b>							
<b>28</b>							
<b>29</b>							
<b>30</b>							
<b>31</b>							
<b>32</b>							
<b>33</b>							
<b>34</b>							
<b>35</b>							

CITY OF DUNDEE								
BUDGET FY 2016-2017								
GOVERNMENT								
201 - Fire Station Construction								
(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					<b>REVENUE</b>			
2								
3					Intergovernmental Revenue			
4					Dundee Rural Fire Protection District			
5	-	-	-	-	Total Intergovernmental Revenue	-	-	-
6								
7					Miscellaneous Revenues			
8	3,029	262		200	Investment Interest			
9	5,000	65,184			Private Grants / Contributions			
10	8,029	65,446	-	200	Total Miscellaneous Revenues	-	-	-
11								
12	8,029	65,446	-	200	<b>TOTAL REVENUE</b>	-	-	-
13								
14					<b>EXPENDITURES</b>			
15								
16					<b>MATERIALS &amp; SERVICES</b>			
17					Professional Services			
18	7,006	29,223	19,900	19,000	Legal	78,000	78,000	78,000
19	123,847	33,065			Engineering/ Architecture			
20					Planning			
21	11,781	41,736	91,000	90,200	Other Professional Services	100,000	100,000	100,000
22	142,633	104,024	110,900	109,200	Total Professional Services	178,000	178,000	178,000
23								
24					Contractual Services			
25	15,180	388			Building Inspector			
26	15,180	388	-	-	Total Contract Services	-	-	-
27								
28	157,813	104,413	110,900	109,200	<b>TOTAL MATERIALS &amp; SERVICES</b>	178,000	178,000	178,000
29								
30					<b>CAPITAL OUTLAY</b>			
31					Land Acquisition			
32	2,094,624	472,592	1,000	900	Building Construction			
33	343,269	158,010	23,500	23,500	Site Development			
34	-	18,388			Computer/Phone System/AV			
35	3,131	22,360			Furnishings	4,000	4,000	4,000
36	2,441,024	671,351	24,500	24,400	<b>TOTAL CAPITAL OUTLAY</b>	4,000	4,000	4,000
37								
38					<b>DEBT SERVICE</b>			
39	4,996	16,606			Bank Line of Credit - Interest/Fees			
40		2,578,000			Bank Line of Credit - Loan Repayment			
41	4,996	2,594,606	-	-	<b>TOTAL DEBT SERVICE</b>	-	-	-
42								
43	2,603,833	3,370,369	135,400	133,600	<b>TOTAL EXPENDITURES</b>	182,000	182,000	182,000
44								
45					Excess (deficiency) of revenue			
46	(2,595,804)	(3,304,924)	(135,400)	(133,400)	over expenditures	(182,000)	(182,000)	(182,000)
47								

**CITY OF DUNDEE**

**BUDGET FY 2016-2017**

**GOVERNMENT**

**201 - Fire Station Construction**

( 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
				<b>OTHER FINANCING SOURCES (USES)</b>		
48						
49						
50				<b>LOAN PROCEEDS</b>		
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				<b>TRANSFERS IN</b>		
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	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	180,000
61						
62	(995,804)	(97,132)	(38,400)	(36,400)	Net Change in fund Balance	(2,000)
63						
64	1,131,342	135,538	38,400	38,400	Fund Balance at beginning of year	2,000
65						
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
				<b>REVENUE</b>		
1						
2	30,428	130,500	130,900	Taxes	150,000	150,000
3	85	300	400	Miscellaneous Revenues	400	400
4						
5	-	30,512	130,800	<b>TOTAL REVENUE</b>	<b>150,400</b>	<b>150,400</b>
6						
7				<b>EXPENDITURES</b>		
8						
9	-	-	150,200	DEBT SERVICE	150,200	150,200
10						
11	-	-	150,200	<b>TOTAL EXPENDITURES</b>	<b>150,200</b>	<b>150,200</b>
12						
13				Excess (deficiency) of revenue		
14	-	30,512	(19,400)	(18,900)	over expenditures	200
15						
16						
17	-	30,512	(19,400)	(18,900)	Net Change in fund Balance	200
18						
19	-	-	30,400	30,500	Fund Balance at beginning of year	11,600
20						
21	-	30,512	11,000	11,600	Unappropriated Ending fund Balance	11,800

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

**GOVERNMENT**  
**310 - Bonded Debt**  
**(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	2014-16	2014-16				Officer	Committee	Body	
1				<b>REVENUE</b>						
2										
3				<b>Taxes</b>						
4	30,428	130,000	130,000	Current Year Property Taxes			148,000	148,000	148,000	
5		500	900	Prior Year Property Taxes			2,000	2,000	2,000	
6	-	30,428	130,500	130,900	Total Intergovernmental Revenue			150,000	150,000	150,000
7										
8				<b>Miscellaneous Revenues</b>						
9	85	300	400	Investment Interest			400	400	400	
10	-	85	300	400	Total Miscellaneous Revenues			400	400	400
11										
12	-	30,512	130,800	131,300	<b>TOTAL REVENUE</b>			150,400	150,400	150,400
13										
14				<b>EXPENDITURES</b>						
15										
16				<b>DEBT SERVICE</b>						
17		69,800	69,800	Rural Dev Loan - Principal			71,600	71,600	71,600	
18		80,400	80,400	Rural Dev Loan - Interest			78,600	78,600	78,600	
19	-	-	150,200	150,200	<b>TOTAL DEBT SERVICE</b>			150,200	150,200	150,200
20										
21										
22	-	-	150,200	150,200	<b>TOTAL EXPENDITURES</b>			150,200	150,200	150,200
23										
24				<b>Excess (deficiency) of revenue</b>						
25	-	30,512	(19,400)	(18,900)	over expenditures			200	200	200
26										
27										
28	-	30,512	(19,400)	(18,900)	<b>Net Change in fund Balance</b>			200	200	200
29										
30	-	-	30,400	30,500	Fund Balance at beginning of year			11,600	11,600	11,600
31										
32	-	30,512	11,000	11,600	<b>Unappropriated Ending fund Balance</b>			11,800	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
<b>REVENUE</b>							
				Charges for Services	619,900	619,900	619,900
				Miscellaneous Revenues	1,100	1,100	1,100
				<b>TOTAL REVENUE</b>	<b>621,000</b>	<b>621,000</b>	<b>621,000</b>
<b>EXPENDITURES</b>							
<b>PERSONNEL SERVICES</b>							
				Salaries & Wages	107,400	107,400	107,400
				Personnel Benefits	62,000	62,000	62,000
				<b>TOTAL PERSONNEL SERVICES</b>	<b>169,400</b>	<b>169,400</b>	<b>169,400</b>
<b>MATERIALS &amp; SERVICES</b>							
				Supplies	14,300	14,300	14,300
				Professional Services	11,400	11,400	11,400
				Contractual Services	10,000	10,000	10,000
				Travel & Training	1,800	1,800	1,800
				Insurance	5,400	5,400	5,400
				Regulatory Requirments	7,200	7,200	7,200
				Utilities	43,600	43,600	43,600
				Repairs & Maintenance	39,800	39,800	39,800
				Interfund Services	80,200	80,200	80,200
				Other Materials & Services	6,500	6,500	6,500
				<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>220,200</b>	<b>220,200</b>	<b>220,200</b>
				<b>CAPITAL OUTLAY</b>	<b>32,300</b>	<b>32,300</b>	<b>32,300</b>
				<b>TOTAL EXPENDITURES</b>	<b>421,900</b>	<b>421,900</b>	<b>421,900</b>
				Excess (deficiency) of revenue over expenditures	199,100	199,100	199,100
<b>OTHER FINANCING SOURCES (USES)</b>							
<b>TRANSFERS OUT</b>							
				Transfer to General Fund	(30,000)	(30,000)	(30,000)
				Transfer to Equipment Reserve	(43,900)	(43,900)	(43,900)
				Transfer to Water CIP	(220,000)	(220,000)	(220,000)
				<b>TOTAL TRANSFERS OUT</b>	<b>(293,900)</b>	<b>(293,900)</b>	<b>(293,900)</b>
<b>OTHER USES</b>							
				Operating contingency	(20,000)	(20,000)	(20,000)
				<b>TOTAL OTHER USES</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(20,000)</b>
				<b>TOTAL OTHER FINANCING SOURCE (USES)</b>	<b>(313,900)</b>	<b>(313,900)</b>	<b>(313,900)</b>
				Net Change in fund Balance	(114,800)	(114,800)	(114,800)
				Fund Balance at beginning of year	128,300	127,200	120,600
				Unappropriated Ending fund Balance	13,500	12,400	5,800

**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	APPROVED	ADOPTED
			BUDGET 2015-16	FORECAST 2015-16		by Budget Officer	by Budget Committee	by Governing Body
1					<b>REVENUE</b>			
2								
3					<b>Charges for Services</b>			
4	539,935	591,460	578,000	612,000	User Charges	600,000	600,000	600,000
5	13,562	14,865	14,000	16,000	Delinquent Fees	14,500	14,500	14,500
6	1,425	1,695	1,400	1,400	Account Set-up Fee	1,400	1,400	1,400
7	1,759	2,400	2,000	2,000	Meter Installation	4,000	4,000	4,000
8	556,681	610,420	595,400	631,400	<b>Total Charges for Services</b>	<b>619,900</b>	<b>619,900</b>	<b>619,900</b>
9								
10					<b>Miscellaneous Revenues</b>			
11	527	873	800	1,100	Investment Interest	1,100	1,100	1,100
12	-	275		100	Other Misc Revenue			
13	527	1,147	800	1,200	<b>Total Miscellaneous Revenues</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
14								
15	557,208	611,567	596,200	632,600	<b>TOTAL REVENUE</b>	<b>621,000</b>	<b>621,000</b>	<b>621,000</b>
16								
17					<b>EXPENDITURES</b>			
18								
19					<b>PERSONNEL SERVICES</b>			
20					<b>Salaries &amp; Wages</b>			
21	95,675	95,464	104,100	101,700	Salaries and Wages	107,400	107,400	107,400
22	95,675	95,464	104,100	101,700	<b>Total Salaries &amp; Wages</b>	<b>107,400</b>	<b>107,400</b>	<b>107,400</b>
23								
24					<b>Personnel Benefits</b>			
25	7,002	6,969	8,000	7,500	FICA	8,200	8,200	8,200
26	5,155	2,548	3,700	3,800	Workers' Comp	3,500	3,500	3,500
27	95	91	100	100	Unemployment	100	100	100
28	17,028	16,408	19,700	19,100	PERS	20,600	20,600	20,600
29	26,947	26,053	28,300	27,500	Group Medical & Life	29,600	29,600	29,600
30	56,227	52,069	59,800	58,000	<b>Total Personnel Benefits</b>	<b>62,000</b>	<b>62,000</b>	<b>62,000</b>
31								
32	151,902	147,532	163,900	159,700	<b>TOTAL PERSONNEL SERVICES</b>	<b>169,400</b>	<b>169,400</b>	<b>169,400</b>
33								
34					<b>MATERIALS &amp; SERVICES</b>			
35					<b>Supplies</b>			
36	3,522	3,181	4,000	2,600	Office & Operating Supplies	4,000	4,000	4,000
37	2,435	2,035	1,500	2,600	Small Tools & Minor Equip	2,000	2,000	2,000
38	5,034	3,936	5,000	3,500	Fuel	5,000	5,000	5,000
39	751	737	800	800	Uniforms & Clothing	800	800	800
40	1,364	1,154	1,300	2,500	Chemicals	2,500	2,500	2,500
41	13,106	11,044	12,600	12,000	<b>Total Supplies</b>	<b>14,300</b>	<b>14,300</b>	<b>14,300</b>
42								
43					<b>Professional Services</b>			
44	2,242	3,387	2,500	2,500	Legal	2,500	2,500	2,500
45	7,702	1,703	5,000	8,000	Engineering / Architecture	5,000	5,000	5,000
46	1,735	1,460	2,500	3,900	IT Support	3,900	3,900	3,900
47	11,680	6,550	10,000	14,400	<b>Total Professional Services</b>	<b>11,400</b>	<b>11,400</b>	<b>11,400</b>

**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	APPROVED	ADOPTED
			BUDGET 2015-16	FORECAST 2015-16		by Budget Officer	by Budget Committee	by Governing Body
48								
49					<b>Contractual Services</b>			
50	12,771	7,397	10,000	7,000	Contract Water	10,000	10,000	10,000
51	12,771	7,397	10,000	7,000	<b>Total Contractual Services</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
52								
53					<b>Travel &amp; Training</b>			
54	1,223	977	1,500	1,700	Employee Development	1,500	1,500	1,500
55	207	213	300	200	Dues & Subscriptions	300	300	300
56	1,430	1,190	1,800	1,900	<b>Total Travel &amp; Training</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
57								
58	3,577	4,228	4,600	4,300	Insurance	5,400	5,400	5,400
59								
60					<b>Regulatory Requirments</b>			
61	778	599	2,000	2,400	Certifications & Permits	1,000	1,000	1,000
62	2,571	1,228	10,000	9,300	Lab Testing	6,000	6,000	6,000
63	70	173	200	100	Equipment Testing	200	200	200
64	3,419	2,000	12,200	11,800	<b>Total Regulatory Requirements</b>	<b>7,200</b>	<b>7,200</b>	<b>7,200</b>
65								
66					<b>Utilities</b>			
67	32,240	37,629	40,000	38,000	Electricity	40,000	40,000	40,000
68	3,068	2,764	2,800	3,500	Telephone & Cable	3,600	3,600	3,600
69	35,308	40,392	42,800	41,500	<b>Total Utilities</b>	<b>43,600</b>	<b>43,600</b>	<b>43,600</b>
70								
71					<b>Repairs &amp; Maintenance</b>			
72	2,164	451	2,000	1,700	Equip Maint/Repair	2,000	2,000	2,000
73	703	1,752	2,000	2,000	Vehicle Maint/Repair	2,000	2,000	2,000
74	334	96	500	100	Bldg Maint/Repair	500	500	500
75	-	155	300	700	Grounds Maint	300	300	300
76	1,670	27,589	25,000	21,500	Storage & Supply Repair/Maint	25,000	25,000	25,000
77	9,490	4,962	10,000	14,000	Distribution System Repair/Maint	10,000	10,000	10,000
78	14,361	35,004	39,800	40,000	<b>Total Repairs &amp; Maintenance</b>	<b>39,800</b>	<b>39,800</b>	<b>39,800</b>
79								
80					<b>Interfund Services</b>			
81	77,115	72,677	77,600	75,000	Internal Admin Charge	80,200	80,200	80,200
82	77,115	72,677	77,600	75,000	<b>Total Interfund Services</b>	<b>80,200</b>	<b>80,200</b>	<b>80,200</b>
83								
84					<b>Other Materials &amp; Services</b>			
85	2,928	2,645	2,500	3,000	Postage / Shipping	3,000	3,000	3,000
86			100		Legal Notices	100	100	100
87	3,248	3,197	3,000	2,600	Bank Charges	3,100	3,100	3,100
88			100		Recruitment Expense	100	100	100
89	70	198	200	300	Other Misc Expense	200	200	200
90	6,246	6,040	5,900	5,900	<b>Total Other Materials &amp; Services</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
91								
92	179,013	186,522	217,300	213,800	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>220,200</b>	<b>220,200</b>	<b>220,200</b>



**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
1					<b>REVENUE</b>			
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	29,600
5	5,403	4,641	4,000	4,000	Miscellaneous Revenues	9,000	9,000	9,000
6								
7	442,039	628,295	29,200	49,200	<b>TOTAL REVENUE</b>	<b>38,600</b>	<b>38,600</b>	<b>38,600</b>
8								
9					<b>EXPENDITURES</b>			
10								
11	782,611	691,938	923,000	540,100	CAPITAL OUTLAY	550,200	550,200	550,200
12								
13	61,545	61,545	792,500	792,200	DEBT SERVICE	117,300	117,300	117,300
14								
15	844,156	753,483	1,715,500	1,332,300	<b>TOTAL EXPENDITURES</b>	<b>667,500</b>	<b>667,500</b>	<b>667,500</b>
16								
17					Excess (deficiency) of revenue			
18	(402,117)	(125,188)	(1,686,300)	(1,283,100)	over expenditures	(628,900)	(628,900)	(628,900)
19								
20					<b>OTHER FINANCING SOURCES (USES)</b>			
21								
22	833,458	-	730,000	730,700	LOANS	-	-	-
23								
24	-	-	(290,000)	-	INTERFUND LOANS	(200,000)	(200,000)	(200,000)
25								
26					<b>TRANSFERS IN</b>			
27	140,000	140,000	176,000	166,000	Transfer In from Water	220,000	220,000	220,000
28	140,000	140,000	176,000	166,000	<b>TOTAL TRANSFERS IN</b>	<b>220,000</b>	<b>220,000</b>	<b>220,000</b>
29								
30								
31	973,458	140,000	616,000	896,700	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
32								
33	571,341	14,812	(1,070,300)	(386,400)	Net Change in fund Balance	(608,900)	(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	617,300
36								
37	988,932	1,003,744	35,700	617,300	Unappropriated Ending fund Balance	18,400	18,400	8,400

**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 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					<b>REVENUE</b>			
3					<b>Intergovernmental Revenue</b>			
4				20,000	IFA Grant			
5	421,132	597,039			ODOT - Water Line Relocation Payment			
6	421,132	597,039	-	20,000	<b>Total Intergovernmental Revenue</b>	-	-	-
7								
8					<b>Charges for Services</b>			
9	2,397	7,185	6,800	6,800	System Dev Charges - Improvements	24,200	24,200	24,200
10	13,107	19,430	18,400	18,400	System Dev Charges - Reimbursements	4,900	4,900	4,900
11					System Dev Charges - Compliance	500	500	500
12	15,504	26,615	25,200	25,200	<b>Total Charges for Services</b>	29,600	29,600	29,600
13								
14					<b>Miscellaneous Revenues</b>			
15					Capital Contributions	7,000	7,000	7,000
16	5,403	4,641	4,000	4,000	Interest Income	2,000	2,000	2,000
17	5,403	4,641	4,000	4,000	<b>Total Miscellaneous Revenues</b>	9,000	9,000	9,000
18								
19	442,039	628,295	29,200	49,200	<b>TOTAL REVENUE</b>	38,600	38,600	38,600
20								
21					<b>EXPENDITURES</b>			
22								
23					<b>CAPITAL OUTLAY</b>			
24	723,454	388,223	473,000	115,000	Distribution System	550,200	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	<b>TOTAL CAPITAL OUTLAY</b>	550,200	550,200	550,200
29								
30					<b>DEBT SERVICE</b>			
31					US Bank Loan Principal	98,300	98,300	98,300
32					US Bank Loan Interest	19,000	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	<b>TOTAL DEBT SERVICE</b>	117,300	117,300	117,300
36								
37	844,156	753,483	1,715,500	1,332,300	<b>TOTAL EXPENDITURES</b>	667,500	667,500	667,500
38								
39					<b>Excess (deficiency) of revenue</b>			
40	(402,117)	(125,188)	(1,686,300)	(1,283,100)	over expenditures	(628,900)	(628,900)	(628,900)
41								
42					<b>OTHER FINANCING SOURCES (USES)</b>			
43								
44					<b>LOANS</b>			
45			730,000	730,700	US Bank Loan Proceeds Received			
46	833,458				IFA Loan Proceeds Received			
47	833,458	-	730,000	730,700	<b>TOTAL LOANS</b>	-	-	-
48								
49					<b>INTERFUND LOANS</b>			
50			(400,000)		Interfund Loan Advanced - Street CIP	(460,000)	(460,000)	(460,000)
51			200,000		Interfund Loan Repayment - Street CIP	260,000	260,000	260,000
52			(90,000)		Interfund Loan Advanced - Storm CIP			
53	-	-	(290,000)	-	<b>TOTAL INTERFUND LOANS</b>	(200,000)	(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			
		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	
54								
55				<b>TRANSFERS IN</b>				
56	140,000	140,000	176,000	166,000	Transfer In from Water	220,000	220,000	220,000
57	140,000	140,000	176,000	166,000	<b>TOTAL TRANSFERS IN</b>	220,000	220,000	220,000
58								
59								
60	973,458	140,000	616,000	896,700	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	20,000	20,000	20,000
61								
62	571,341	14,812	(1,070,300)	(386,400)	Net Change in fund Balance	(608,900)	(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	617,300
65								
66	988,932	1,003,744	35,700	617,300	Unappropriated Ending fund Balance	18,400	18,400	8,400

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

**ENTERPRISE FUNDS  
441 - SEWER**

	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					<b>REVENUE</b>			
2								
3	1,087,698	1,158,733	1,187,000	1,217,000	Charges for Services	1,244,000	1,244,000	1,244,000
4	237	131	120,100	120,200	Miscellaneous Revenues	200	200	200
5								
6	<u>1,087,935</u>	<u>1,158,864</u>	<u>1,307,100</u>	<u>1,337,200</u>	<b>TOTAL REVENUE</b>	<u>1,244,200</u>	<u>1,244,200</u>	<u>1,244,200</u>
7								
8					<b>EXPENDITURES</b>			
9								
10					<b>PERSONNEL SERVICES</b>			
11	73,305	90,702	98,200	96,300	Salaries & Wages	101,900	101,900	101,900
12	43,873	50,672	58,200	55,600	Personnel Benefits	61,000	61,000	61,000
13	<u>117,178</u>	<u>141,373</u>	<u>156,400</u>	<u>151,900</u>	<b>TOTAL PERSONNEL SERVICES</b>	<u>162,900</u>	<u>162,900</u>	<u>162,900</u>
14								
15					<b>MATERIALS &amp; SERVICES</b>			
16	23,737	23,421	24,300	29,800	Supplies	26,800	26,800	26,800
17	26,677	9,806	38,500	46,100	Professional Services	44,600	44,600	44,600
18	561	607	700	700	Contractual Services	600	600	600
19	1,516	2,401	1,800	1,800	Travel & Training	1,800	1,800	1,800
20	12,800	15,057	16,000	15,700	Insurance	14,800	14,800	14,800
21	5,799	5,713	7,200	6,400	Regulatory Requirements	6,900	6,900	6,900
22	76,256	78,622	82,100	76,000	Utilities	82,100	82,100	82,100
23	57,890	38,275	140,800	122,700	Repairs & Maintenance	123,800	123,800	123,800
24	59,487	69,643	74,100	71,300	Interfund Services	77,100	77,100	77,100
25	5,662	5,634	5,700	5,800	Other Materials & Services	6,300	6,300	6,300
26	<u>270,384</u>	<u>249,178</u>	<u>391,200</u>	<u>376,300</u>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<u>384,800</u>	<u>384,800</u>	<u>384,800</u>
27								
28	-	12,517	2,400	2,200	<b>CAPITAL OUTLAY</b>	-	-	-
29								
30	<u>387,562</u>	<u>403,068</u>	<u>550,000</u>	<u>530,400</u>	<b>TOTAL EXPENDITURES</b>	<u>547,700</u>	<u>547,700</u>	<u>547,700</u>
31								
32					<b>Excess (deficiency) of revenue</b>			
33	<u>700,373</u>	<u>755,795</u>	<u>757,100</u>	<u>806,800</u>	<b>over expenditures</b>			
34						<u>696,500</u>	<u>696,500</u>	<u>696,500</u>
35					<b>OTHER FINANCING SOURCES (USES)</b>			
36								
37					<b>TRANSFERS OUT</b>			
38	(54,320)	(57,800)	(59,400)	(61,000)	Transfer to General Fund	(62,200)	(62,200)	(62,200)
39	(13,800)	(13,800)	(13,000)	(13,000)	Transfer to Equipment Reserve	(12,900)	(12,900)	(12,900)
40	(700,000)	(700,000)	(660,000)	(640,000)	Transfer to Sewer CIP	(695,000)	(695,000)	(695,000)
41	<u>(768,120)</u>	<u>(771,600)</u>	<u>(732,400)</u>	<u>(714,000)</u>	<b>TOTAL TRANSFERS OUT</b>	<u>(770,100)</u>	<u>(770,100)</u>	<u>(770,100)</u>
42								
43					<b>OTHER USES</b>			
44			(20,000)		Operating Contingency	(20,000)	(20,000)	(20,000)
45			<u>(20,000)</u>		<b>TOTAL OTHER USES</b>	<u>(20,000)</u>	<u>(20,000)</u>	<u>(20,000)</u>
46								
47	<u>(768,120)</u>	<u>(771,600)</u>	<u>(752,400)</u>	<u>(714,000)</u>	<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(790,100)</u>	<u>(790,100)</u>	<u>(790,100)</u>
48								
49	(67,746)	(15,805)	4,700	92,800	Net Change in fund Balance	(93,600)	(93,600)	(93,600)
50								
51	101,209	33,463	10,700	17,700	Fund Balance at beginning of year	110,200	114,500	110,500
52								
53	33,463	17,658	15,400	110,500	Unappropriated Ending fund Balance	16,600	20,900	16,900

CITY OF DUNDEE								
BUDGET FY 2016-2017								
ENTERPRISE FUNDS								
441 - SEWER								
(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	
					<b>REVENUE</b>			
1								
2								
3					Charges for Services			
4	1,087,698	1,158,733	1,187,000	1,217,000	User Charges	1,244,000	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	1,244,000
6								
7					Miscellaneous Revenues			
8	237	131	100	200	Interest Income	200	200	200
9			120,000	120,000	Insurance Recovery			
10	237	131	120,100	120,200	Total Miscellaneous Revenues	200	200	200
11								
12	1,087,935	1,158,864	1,307,100	1,337,200	TOTAL REVENUE	1,244,200	1,244,200	1,244,200
13								
					<b>EXPENDITURES</b>			
14								
15								
					<b>PERSONNEL SERVICES</b>			
16					Salaries & Wages			
17					Salaries and Wages			
18	73,305	90,702	98,200	96,300	Salaries and Wages	101,900	101,900	101,900
19	73,305	90,702	98,200	96,300	Total Salaries & Wages	101,900	101,900	101,900
20								
					Personnel Benefits			
21					FICA			
22	5,252	6,517	7,500	7,000	FICA	7,800	7,800	7,800
23	3,456	2,075	3,000	2,600	Workers' Comp	2,800	2,800	2,800
24	70	85	100	100	Unemployment	100	100	100
25	13,550	16,763	20,300	19,700	PERS	21,200	21,200	21,200
26	21,545	25,232	27,300	26,200	Group Medical & Life	29,100	29,100	29,100
27	43,873	50,672	58,200	55,600	Total Personnel Benefits	61,000	61,000	61,000
28								
29	117,178	141,373	156,400	151,900	TOTAL PERSONNEL SERVICES	162,900	162,900	162,900
30								
					<b>MATERIALS &amp; SERVICES</b>			
31					Supplies			
32					Office & Operating Supplies			
33	3,632	3,261	4,000	2,500	Office & Operating Supplies	4,000	4,000	4,000
34	1,733	1,473	1,500	2,100	Small Tools & Minor Equip	1,500	1,500	1,500
35	3,776	2,401	4,000	2,700	Fuel	4,000	4,000	4,000
36	563	553	800	800	Uniforms & Clothing	800	800	800
37	5,401	10,402	6,000	14,500	Chemicals	8,500	8,500	8,500
38	8,631	5,331	8,000	7,200	WWTP Lab Supplies	8,000	8,000	8,000
39	23,737	23,421	24,300	29,800	Total Supplies	26,800	26,800	26,800
40								
					Professional Services			
41					Legal			
42	591	892	1,000	600	Legal	1,000	1,000	1,000
43	23,836	7,392	36,000	42,000	Engineering	40,000	40,000	40,000
44	2,250	1,521	1,500	3,500	IT Support	3,600	3,600	3,600
45	26,677	9,806	38,500	46,100	Total Professional Services	44,600	44,600	44,600
46								
					Contractual Services			
47					Alarm Monitoring Services			
48	561	607	700	700	Alarm Monitoring Services	600	600	600
49	561	607	700	700	Total Contractual Services	600	600	600
50								
					Travel & Training			
51					Employee Development			
52	1,309	2,188	1,500	1,500	Employee Development	1,500	1,500	1,500
53	207	213	300	300	Dues & Subscriptions	300	300	300
54	1,516	2,401	1,800	1,800	Total Travel & Training	1,800	1,800	1,800

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

**ENTERPRISE FUNDS  
441 - SEWER  
(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
55								
56	12,800	15,057	16,000	15,700	Insurance	14,800	14,800	14,800
57								
58					Regulatory Requirements			
59	2,337	3,014	3,000	3,000	Certifications & Permits	3,000	3,000	3,000
60	2,555	2,445	3,000	2,200	Lab Testing	2,500	2,500	2,500
61	907	254	1,000	1,200	Equipment Testing	1,200	1,200	1,200
62	-	-	200	-	Physical Evaluations	200	200	200
63	5,799	5,713	7,200	6,400	Total Regulatory Requirements	6,900	6,900	6,900
64								
65					Utilities			
66	71,874	74,581	78,000	71,500	Electricity	78,000	78,000	78,000
67	3,083	2,514	2,500	3,000	Telephone & Cable	2,500	2,500	2,500
68	1,299	1,527	1,600	1,500	Solid Waste & Recycling	1,600	1,600	1,600
69	76,256	78,622	82,100	76,000	Total Utilities	82,100	82,100	82,100
70								
71					Repairs & Maintenance			
72	1,732	495	1,500	1,500	Equip Maint/Repair	1,500	1,500	1,500
73	527	1,314	1,500	1,500	Vehicle Maint/Repair	1,500	1,500	1,500
74	250	4,498	500	400	Bldg Maint/Repair	500	500	500
75	362	148	300	200	Grounds Maintenance	300	300	300
76	4,380	30,118	132,000	118,000	Treatment Facility	35,000	35,000	35,000
77	860	1,567	2,500	1,000	Collection System	2,500	2,500	2,500
78	49,777	135	2,500	100	Infiltration/Inflow	2,500	2,500	2,500
79					Bio-Solids Removal	80,000	80,000	80,000
80	57,890	38,275	140,800	122,700	Total Repairs & Maintenance	123,800	123,800	123,800
81								
82					Interfund Services			
83	59,487	69,643	74,100	71,300	Internal Admin Charge	77,100	77,100	77,100
84	59,487	69,643	74,100	71,300	Total Interfund Services	77,100	77,100	77,100
85								
86					Other Materials & Services			
87	2,414	2,437	2,500	3,200	Postage	3,000	3,000	3,000
88	3,248	3,197	3,000	2,600	Bank Charges	3,100	3,100	3,100
89			100		Recruitment Expense	100	100	100
90			100		Other Misc Expense	100	100	100
91	5,662	5,634	5,700	5,800	Total Other Materials & Services	6,300	6,300	6,300
92								
93	270,384	249,178	391,200	376,300	TOTAL MATERIALS & SERVICES	384,800	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	550,000	530,400	TOTAL EXPENDITURES	547,700	547,700	547,700
101								
102					Excess (deficiency) of revenue			
103	700,373	755,795	757,100	806,800	over expenditures	696,500	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			
		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	
104								
105								
106								
107								
108	(54,320)	(57,800)	(59,400)	(61,000)	Transfer to General Fund	(62,200)	(62,200)	(62,200)
109	(13,800)	(13,800)	(13,000)	(13,000)	Transfer to Equipment Reserve	(12,900)	(12,900)	(12,900)
110	(700,000)	(700,000)	(660,000)	(640,000)	Transfer to Sewer CIP	(695,000)	(695,000)	(695,000)
111	(768,120)	(771,600)	(732,400)	(714,000)	TOTAL TRANSFERS OUT	(770,100)	(770,100)	(770,100)
112								
113					OTHER USES			
114			(20,000)		Operating Contingency	(20,000)	(20,000)	(20,000)
115	-	-	(20,000)	-	TOTAL OTHER USES	(20,000)	(20,000)	(20,000)
116								
117	(768,120)	(771,600)	(752,400)	(714,000)	TOTAL OTHER FINANCING SOURCES (USES)	(790,100)	(790,100)	(790,100)
118								
119	(67,746)	(15,805)	4,700	92,800	Net Change in fund Balance	(93,600)	(93,600)	(93,600)
120								
121	101,209	33,463	10,700	17,700	Fund Balance at beginning of year	110,200	114,500	110,500
122								
123	33,463	17,658	15,400	110,500	Unappropriated Ending Fund Balance	16,600	20,900	16,900

**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
<b>REVENUE</b>							
				Intergovernmental Revenue	-	-	-
69,280	144,748	-	-	Charges for Services	28,200	28,200	28,200
44,843	37,408	26,500	26,500	Miscellaneous Revenues	788,000	788,000	788,000
48,952	6,846	3,000	3,300				
<b>163,075</b>	<b>189,002</b>	<b>29,500</b>	<b>29,800</b>	<b>TOTAL REVENUE</b>	<b>816,200</b>	<b>816,200</b>	<b>816,200</b>
<b>EXPENDITURES</b>							
<b>338,061</b>	<b>118,367</b>	<b>600,000</b>	<b>130,000</b>	<b>CAPITAL OUTLAY</b>	<b>864,000</b>	<b>864,000</b>	<b>864,000</b>
<b>664,448</b>	<b>663,484</b>	<b>684,900</b>	<b>684,900</b>	<b>DEBT SERVICE</b>	<b>694,600</b>	<b>694,600</b>	<b>694,600</b>
<b>1,002,509</b>	<b>781,851</b>	<b>1,284,900</b>	<b>814,900</b>	<b>TOTAL EXPENDITURES</b>	<b>1,558,600</b>	<b>1,558,600</b>	<b>1,558,600</b>
				Excess (deficiency) of revenue over expenditures	(742,400)	(742,400)	(742,400)
<b>(839,434)</b>	<b>(592,849)</b>	<b>(1,255,400)</b>	<b>(785,100)</b>				
<b>OTHER FINANCING SOURCES (USES)</b>							
		600,000	75,000	<b>LOAN PROCEEDS</b>	-	-	-
				<b>TRANSFERS IN</b>			
700,000	700,000	690,000	640,000	Transfer In from Sewer	695,000	695,000	695,000
<b>700,000</b>	<b>700,000</b>	<b>690,000</b>	<b>640,000</b>	<b>TOTAL TRANSFERS IN</b>	<b>695,000</b>	<b>695,000</b>	<b>695,000</b>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>							
<b>700,000</b>	<b>700,000</b>	<b>1,290,000</b>	<b>715,000</b>		<b>695,000</b>	<b>695,000</b>	<b>695,000</b>
<b>(139,434)</b>	<b>107,151</b>	<b>34,600</b>	<b>(70,100)</b>	Net Change in fund Balance	<b>(47,400)</b>	<b>(47,400)</b>	<b>(47,400)</b>
<b>643,409</b>	<b>503,975</b>	<b>586,900</b>	<b>611,100</b>	Fund Balance at beginning of year	<b>541,000</b>	<b>541,000</b>	<b>541,000</b>
<b>503,975</b>	<b>611,126</b>	<b>621,500</b>	<b>541,000</b>	Unappropriated Ending Fund Balance	<b>493,600</b>	<b>493,600</b>	<b>493,600</b>



**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
<b>REVENUE</b>							
				Charges for Services	104,700	104,700	104,700
				Miscellaneous Revenues	100	100	100
				<b>TOTAL REVENUE</b>	<b>104,800</b>	<b>104,800</b>	<b>104,800</b>
<b>EXPENDITURES</b>							
<b>PERSONNEL SERVICES</b>							
				Salaries & Wages	18,300	18,300	18,300
				Personnel Benefits	10,600	10,600	10,600
				<b>TOTAL PERSONNEL SERVICES</b>	<b>28,900</b>	<b>28,900</b>	<b>28,900</b>
<b>MATERIALS &amp; SERVICES</b>							
				Supplies	2,200	2,200	2,200
				Professional Services	5,900	5,900	5,900
				Training & Travel	400	400	400
				Insurance	600	600	600
				Regulatory Requirements	100	100	100
				Utilities	600	600	600
				Repairs & Maintenance	2,400	2,400	2,400
				Interfund Services	13,700	13,700	13,700
				Other Materials & Services	400	400	400
				<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>26,300</b>	<b>26,300</b>	<b>26,300</b>
				<b>CAPITAL OUTLAY</b>	-	-	-
				<b>TOTAL EXPENDITURES</b>	<b>55,200</b>	<b>55,200</b>	<b>55,200</b>
				Excess (deficiency) of revenue over expenditures	49,600	49,600	49,600
<b>OTHER FINANCING SOURCES (USES)</b>							
<b>TRANSFERS OUT</b>							
				Transfer to Equipment Reserve	(12,200)	(12,200)	(12,200)
				Transfer to Storm Water CIP	(42,000)	(42,000)	(42,000)
				<b>TOTAL TRANSFERS OUT</b>	<b>(54,200)</b>	<b>(54,200)</b>	<b>(54,200)</b>
<b>OTHER USES</b>							
				Operating contingency	(5,000)	(5,000)	(5,000)
				<b>TOTAL OTHER USES</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(5,000)</b>
				<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(59,200)</b>	<b>(59,200)</b>	<b>(59,200)</b>
				Net Change in fund Balance	(9,600)	(9,600)	(9,600)
				Fund Balance at beginning of year	10,500	11,400	10,100
				Unappropriated Ending Fund Balance	900	1,800	500

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

**ENTERPRISE FUNDS  
451 - STORM WATER  
(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					<b>REVENUE</b>			
2								
3					<b>Charges for Services</b>			
4	86,275	87,248	93,800	94,200	104,700	104,700	104,700	
5	86,275	87,248	93,800	94,200	104,700	104,700	104,700	
6								
7					<b>Miscellaneous Revenues</b>			
8	107	81	100	100	100	100	100	
9	107	81	100	100	100	100	100	
10								
11	86,383	87,329	93,900	94,300	104,800	104,800	104,800	
12								
13					<b>EXPENDITURES</b>			
14								
15					<b>PERSONNEL SERVICES</b>			
16					<b>Salaries &amp; Wages</b>			
17	23,116	26,172	22,900	22,500	18,300	18,300	18,300	
18	23,116	26,172	22,900	22,500	18,300	18,300	18,300	
19								
20					<b>Personnel Benefits</b>			
21	1,703	1,921	1,750	1,650	1,400	1,400	1,400	
22	829	634	700	800	450	450	450	
23	23	25	50	50	50	50	50	
24	4,071	4,574	4,200	4,200	3,500	3,500	3,500	
25	6,318	6,764	6,000	5,900	5,200	5,200	5,200	
26	12,944	13,917	12,700	12,600	10,600	10,600	10,600	
27								
28	36,060	40,089	35,600	35,100	28,900	28,900	28,900	
29								
30					<b>MATERIALS &amp; SERVICES</b>			
31					<b>Supplies</b>			
32	666	364	800	800	800	800	800	
33	386	245	300	800	300	300	300	
34	1,259	800	900	800	900	900	900	
35	188	184	200	100	200	200	200	
36	2,499	1,594	2,200	2,500	2,200	2,200	2,200	
37								
38					<b>Professional Services</b>			
39	360	-	800	700	800	800	800	
40	10,614	7,573	5,000	4,500	5,000	5,000	5,000	
41	390	64	100	100	100	100	100	
42	11,364	7,637	5,900	5,300	5,900	5,900	5,900	
43								
44					<b>Travel &amp; Training</b>			
45	7	42	100	100	100	100	100	
46	-	-	300	-	300	300	300	
47	7	42	400	100	400	400	400	
48								
49	113	135	200	200	600	600	600	
50								
51					<b>Regulatory Requirements</b>			
52	18	63	100	100	100	100	100	
53	18	63	100	100	100	100	100	

**CITY OF DUNDEE**

**BUDGET FY 2016-2017**

**ENTERPRISE FUNDS**

**451 - STORM WATER**

( 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
54							
55							
56	-	77	200	200	Utilities		
57	345	413	400	400	Electricity	200	200
58	345	490	600	600	Telephone & Cable	400	400
59					Total Utilities	600	600
60							
61	389	113	400	300	Repairs & Maintenance		
62	176	438	400	500	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	1,900	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	100	Other Materials & Services		
75	-	-	100	-	Postage / Shipping	200	200
76	-	-	100	-	Recruitment Expense	100	100
77	112	116	400	100	Other Misc Expense	100	100
78					Total Other Materials & Services	400	400
79	33,767	30,995	29,100	27,200	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	62,800	TOTAL EXPENDITURES	55,200	55,200
87							
88					Excess (deficiency) of revenue		
89	16,557	15,246	28,700	31,500	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)	4,500	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	10,100	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
<b>REVENUE</b>							
				Charges for Services	12,000	12,000	12,000
12,432	26,337	12,000	12,200	Miscellaneous Revenues	200	200	200
237	209	200	200				
				<b>TOTAL REVENUE</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>
<b>12,669</b>	<b>26,546</b>	<b>12,200</b>	<b>12,400</b>				
<b>EXPENDITURES</b>							
				CAPITAL OUTLAY	234,000	234,000	234,000
-	55,373	512,500	33,900	DEBT SERVICE	23,700	23,700	23,700
-	-	-	-				
				<b>TOTAL EXPENDITURES</b>	<b>257,700</b>	<b>257,700</b>	<b>257,700</b>
-	55,373	512,500	33,900				
Excess (deficiency) of revenue over expenditures					(245,500)	(245,500)	(245,500)
12,669	(28,826)	(500,300)	(21,500)				
<b>OTHER FINANCING SOURCES (USES)</b>							
				LOANS RECEIVED	-	-	-
-	-	440,000	150,000				
TRANSFERS IN							
				Transfer In from Storm Water	42,000	42,000	42,000
10,000	20,000	15,000	15,000				
10,000	20,000	15,000	15,000	<b>TOTAL TRANSFERS IN</b>	<b>42,000</b>	<b>42,000</b>	<b>42,000</b>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>					<b>42,000</b>	<b>42,000</b>	<b>42,000</b>
10,000	20,000	455,000	165,000				
22,669	(8,826)	(45,300)	143,500	Net Change in fund Balance	(203,500)	(203,500)	(203,500)
49,216	71,884	46,100	63,100	Fund Balance at beginning of year	204,300	204,300	206,600
71,884	63,058	800	206,600	Unappropriated Ending Fund Balance	800	800	3,100



# REPORT

To: Mayor Russ and City Council  
From: Rob Daykin, City Administrator  
Date: June 9, 2016  
Re: Alder Street Parking Restriction

In 2010, the City widened and improved two blocks of Alder Street from Seventh Street to Upland Drive. Improvements include installation of a storm line to eliminate a drainage ditch and striping the west side of the street for bikes and pedestrians. No Parking signs were installed on the west side of the street to ensure that the widened area remains open for bike and pedestrian use. The width of the street accommodates two ten foot wide travel lanes. In recent months I noticed vehicles parking on the east side of the street for extended periods in the vicinity of the house at 591 Alder Street, partially blocking the northbound travel lane. After discussing the matter with the police department, they stated that the vehicle is parking legally since traffic can go around the parked vehicle, although if there is simultaneous southbound traffic it may cause some drivers to wait (as if a cuing street) or to go very slow. I was advised by the police department that appropriate signing needs to be installed in order to enforce no parking on the east side of Alder Street. City Engineer Reid also expressed concerns with the possibility of vehicle/pedestrian conflicts due to traffic going around the parked vehicle.

The segment of Alder Street between Ninth Street and Upland Drive is classified a collector street in the Dundee Transportation System Plan (TSP). Staff conducted a pre-application meeting earlier this year for the subdivision of the three acre parcel next to Alder Street located just south of Seventh Street. Due to the topography and established driveways, staff informed the developer that Alder Street would be constructed as a constricted collector. The profile for a constricted collector is 28 feet curb to curb, representing two 14 foot travel lanes and no parking on the street. (Note: the existing width of the street next to the subject property is 20 feet). However, construction of the constricted collector in itself is not sufficient to prohibit parking. The prohibition only may be enforced following a determination by Council to prohibit parking and the placement of appropriate signage. DMC 10.04.040 provides Council the authority to place limits on parking, and DMC 10.04.210 prohibits parking in violation of a lawfully erected parking sign limitation.

Recommendation: Motion to prohibit parking on Alder Street between 9<sup>th</sup> Street and Upland Drive.

#### Attachments:

- June 2010 Alder Street Construction Drawing
- TSP Street Classification Map
- TSP Constrained Collector Profile



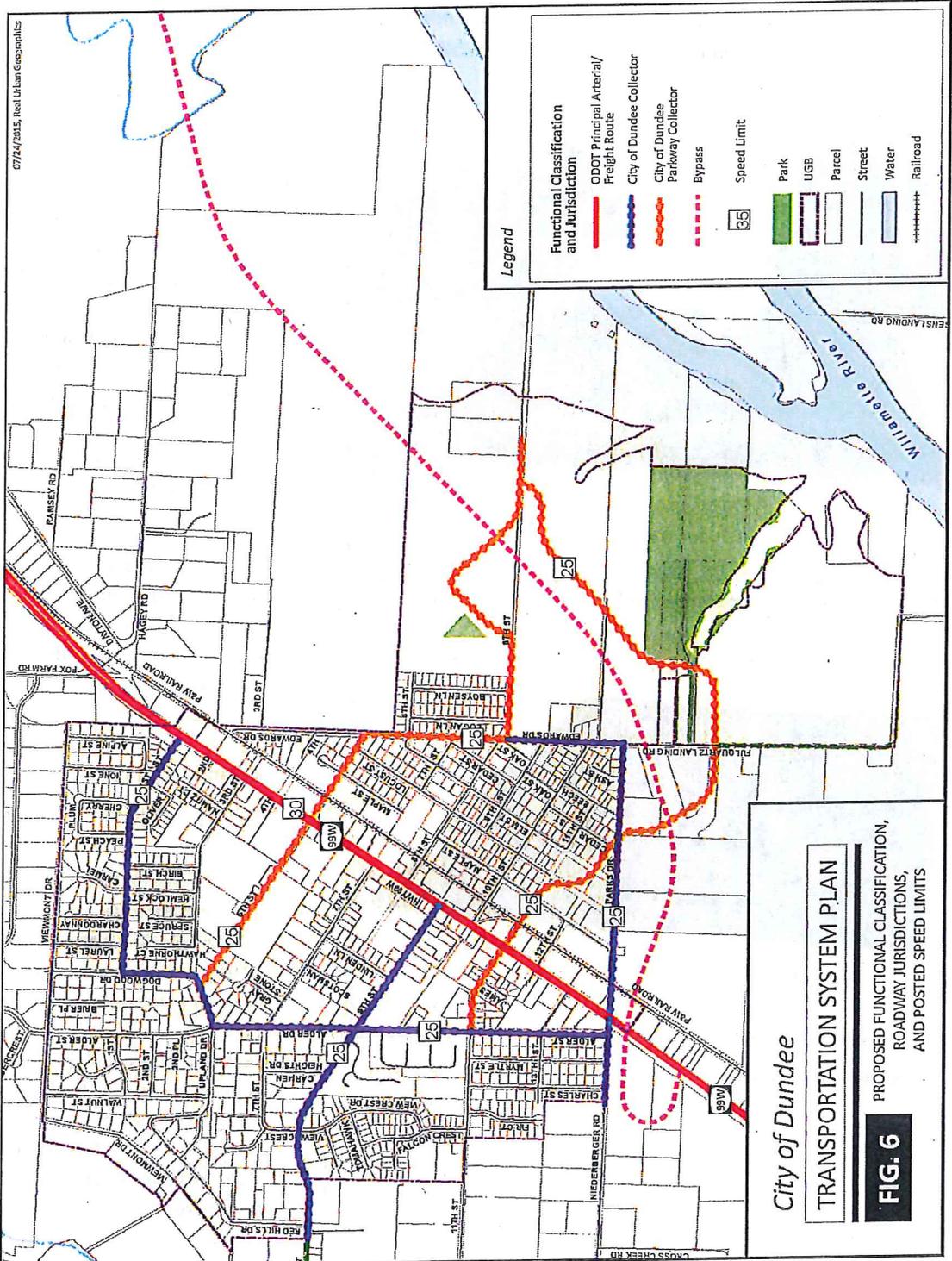


Figure 6: Functional Classification

There are two types of collector streets allowed under Dundee's design standards, Collector and Parkway Collector. The Collector street is Dundee's preferred design approach.

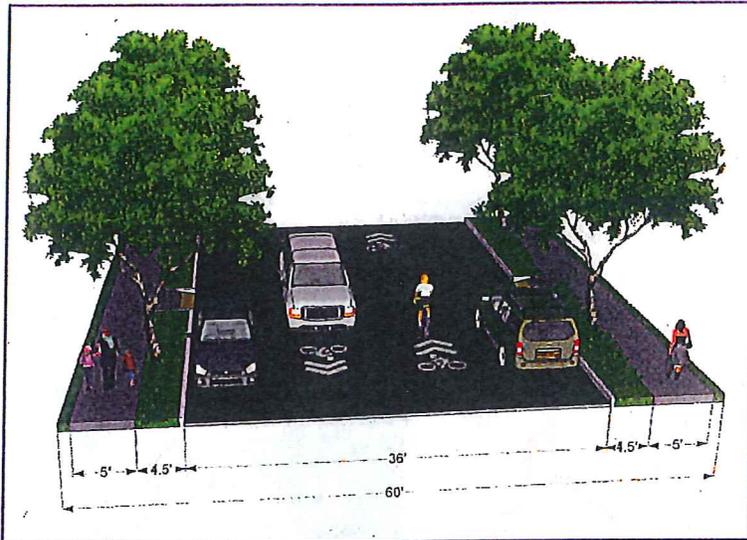


Figure 7: Collector - Two Travel Lanes with Parking on Both Sides and Sharrow

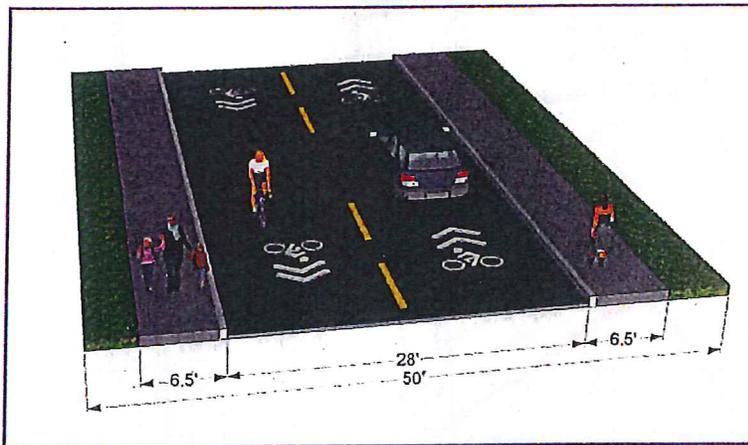


Figure 8: Constrained Collector

## Collector

The Collector cross-section shown in Figure 7 is the design standard primarily used in Dundee. This collector street consists of two travel lanes with on-street parking. The travel lanes should be designated as shared space for both motor vehicle and bicycle traffic by using sharrow. In commercial and industrial areas, the planter strip may be omitted in favor of curb tight sidewalks.

Outside the Riverside District, the planter strip and street trees may be omitted due to utility conflicts, right-of-way constraints, or geographic constraints.

## Constrained Collector

The Constrained Collector is intended for streets with narrow right-of-way, geographic constraints, or both. Parking and bike lanes are omitted. The two 14' travel lanes must be designated as shared space for motor vehicles and bicycles with sharrow. The Constrained Collector include sidewalks on both sides, but the City Engineer may approve construction of sidewalks on only one side in very constrained areas.



To: Rob Daykin  
 From: Sheryl Hartman  
 Date: 06/16/2016  
 Re: Banking Services

Banking services were review and the decision to move to Wells Fargo was implemented in February 2015. The recommendation at that time was based on several factors including financing availability for City projects. The government banking team from Wells Fargo assured us they have the resources and experience to meet this need. However, Wells Fargo's West Coast region's restriction and terms do not meet the City's requirements. In addition, Wells Fargo fees have increased over the last 12 months.

US Bank has successfully partnered with the City of Dundee in the past and we have recently received funding for a refinance and project financing. We requested an Account Analysis proposal for the purpose of consolidating our banking services.

The following comparison is based on the activity for April 2016.

**April 2016 - Comparison**

	US Bank	Wells Fargo
<b>Balance Summary</b>		
Average Ledger Balance	\$ 206,037.00	\$ 206,037.00
Investible Balance Available for Earnings Credit	\$ 206,037.00	\$ 206,037.00
Earning Credit Rate	0.3%	0.5%
Earnings Credit Allowance	\$ 51.51	\$ 84.44
<b>Service Charge Summary</b>		
Services Charges Eligible for Earning Credit	\$ 253.86	\$ 321.89
<b>Net Service Charges</b>	<b>\$ 202.35</b>	<b>\$ 237.45</b>
<b>Service Account Summary</b>		
General Account Services	\$ 52.00	\$ 82.67
Depository Services	\$ 141.01	\$ 152.74
Disbursement Services	\$ 20.85	\$ 18.88
General ACH Services	\$ 40.00	\$ 67.60
<b>Total</b>	<b>\$ 253.86</b>	<b>\$ 321.89</b>

I am recommending we move our banking services to US Bank.

**CITY OF DUNDEE  
RESOLUTION NO. 2016-15**

**A RESOLUTION AUTHORIZING PERSONS IN SPECIFIC POSITIONS WITH THE CITY OF DUNDEE TO TRANSACT BUSINESS WITH U S BANK AND REPEALING RESOLUTION NO. 2015-01.**

**WHEREAS**, banking regulations require agency approval of signatures on account cards to determine who may sign checks and access bank records, and

**WHEREAS**, it is the expressed policy of the city to limit the number of persons who may conduct bank business on behalf of the City of Dundee.

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

Section 1. Authorized Signatories. The Mayor, City Council President and City Administrator/Recorder are authorized to conduct banking business with U S Bank. Persons in those positions are authorized to execute signature cards to sign checks and service agreements with U S Bank and review bank records.

Section 2. Alternate Signatories. The City Council may from time to time designate additional persons to be signatories for the purpose of conducting banking with U S Bank.

Section 3. Resolution No. 2015-01 is hereby repealed effective October 1, 2016.

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**Approved:**

\_\_\_\_\_  
David Russ, Mayor

**Attest:**

\_\_\_\_\_  
Rob Daykin, City Administrator/Recorder

# REPORT

To: Mayor Russ and City Council  
From: Rob Daykin, City Administrator  
Date: June 16, 2016  
Re: Tourism Committee Appointment

Robin Sikkens was appointed to fill one of the three At-Large Resident positions on the Tourism Committee. Robin relocated to Newberg and is no longer eligible to serve in that position. Tourism Chair Ted Crawford obtained a lead on a qualified person to fill the position vacated by Robin Sikkens – see attached application. Mayor Russ supports the appointment of Diana Szymczak to complete the At-Large Resident position to the Tourism Committee through December 31, 2017.

The following are the terms of the Tourism Committee with the appointment of Diana Szymczak:

City Councilor, Chair	Ted Crawford	December 31, 2016
Chamber of Commerce	Sheryl Kelsh	December 31, 2017
Tourism Industry	Nancy Ponzi	December 31, 2016
Tourism Industry	Joseph Buck	December 31, 2017
At-Large Resident	Jennifer Sitter	December 31, 2016
At-Large Resident	Valerie Cutz	December 31, 2017
At-Large Resident	Diana Szymczak	December 31, 2017

Recommendation: Motion to approve the appointment of Diana Szymczak to the Tourism Committee.



**TOURISM COMMITTEE  
APPLICATION**

The Mayor and City Councilors of the City of Dundee are seeking applications from individuals interested in serving on the Dundee Tourism Committee.

The duties of the Tourism Committee include:

1. Development of a long-range strategic plan aimed at promoting tourism in the city through the use of a transient room tax.
2. Recommendation to the council on programs for use of the fee and annual budget appropriations for the tourism fund.
3. Working with the city administrator on implementation of tourism promotion programs and development of tourism-related facilities.

---

Name: Diana Szymczak

Address: 942 SW Red Hills Drive  
Dundee, OR 97115

Telephone No. 503.679.6784 Dundee Resident (Yes or No): Y

E-Mail Address: diana.szymczak@gmail.com

Occupation: Marketing Communications Mgr.

Educational Background: UT - Austin, UC Davis

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State briefly your reasons for applying: I recently relocated to Dundee and am excited to make a positive impact on the community. I believe there's lots of opportunity to attract more visitors and create great experiences for visitors in Dundee.

Diana P. Szymczak  
Signature

6.14.16  
Date

**RESOLUTION NO. 2016-16**

**A RESOLUTION CERTIFYING THE MUNICIPAL SERVICES  
PROVIDED BY THE CITY OF DUNDEE**

**WHEREAS**, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
- (2) Fire protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary sewer
- (5) Storm sewers
- (6) Planning, zoning, and subdivision control
- (7) One or more utility services

and,

**WHEREAS**, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, **NOW, THEREFORE**,

**BE IT RESOLVED**, that the City of Dundee hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- ✓ Police protection
- ✓ Fire protection
- ✓ Street construction, maintenance, and lighting
- ✓ Sanitary sewer
- ✓ Storm sewers
- ✓ Planning, zoning, and subdivision control
- ✓ Water utility

**PASSED** by the City Council this 21<sup>st</sup> day of June 2016.

**Approved:**

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David Russ, Mayor

**Attest:**

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Rob Daykin, City Administrator/Recorder