

CITY OF DUNDEE
CITY COUNCIL MEETING
Fire Hall Community Room

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The Mission of City Government is to provide essential, quality public services in support of the livability, safety and viability of the Dundee community.

SEPTEMBER 6, 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 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.
5. 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.
 - 5.1 City Council Minutes, August 2, 2016 Pages 1 - 12
 - 5.2 City Council Special Meeting Minutes, August 16, 2016 Pages 13 - 14
 - 5.3 Financial Report Ending July 31, 2016 Pages 15 - 36
 - 5.3 OLCC Liquor License Application, Cal Erath Pages 37 - 42

Action Required: Motion to Accept the Consent Agenda
6. Old Business:
 - 6.1 Sewer Repairs Change Order Pages 43 - 48
Action Required
 - 6.2 Fence Permit Requirements Pages 49 - 56
Action Required
 - 6.3 Resolution No. 2016-22, TGM Code Assistance Grant Application Pages 57 - 58
Action Required
7. New Business:
 - 7.1 Street Improvements OTIF Loan Amendment Pages 59 - 60
Action Required
8. Council Concerns & Committee Reports
9. Mayor's Report
10. City Administrator Report
11. 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.

12. Adjourn

Pending Business:

1. Public Works
 - 1.1 Highway 99W Sidewalk/Streetscape
 - 1.2 Inflow & Infiltration Program
 - 1.3 Charles Street Storm System
 - 1.4 Dogwood SCA Project
 - 1.5 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 Helipad Standards

3. City Council
 - 3.1 Update SDC Methodologies
 - 3.2 LID 2013-01 Final Assessment Ordinance
 - 3.3 Urban Renewal Plan

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. 551-2016
 - 5.2 Resolution No. 2016-23

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.

**CITY COUNCIL MEETING
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City of Dundee
City Council Meeting Minutes
August 2, 2016

Call to Order

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

Council and Staff Attendance

Present: Mayor David Russ, Councilors Tim Weaver, Storr Nelson, Kristen Svicarovich, Doug Pugsley, Ted Crawford; and Jeannette Adlong. Staff members: Rob Daykin, City Administrator; Shelby Rihala, City Attorney; Greg Reid, City Engineer; and Melissa Lemen, Administrative Assistant.

Public Attendance

Rick Rogers, Habitat for Humanity; Tom Burns, Chalice Farms; Shannon Howland; Don Howland; Kevin Swanson, Planning Commission; Kelly Amador, ODOT; Bill Ciz, Parametrix; Ryan Thomas; Kim Buckholtz; and Linda Stock.

Agenda Changes

None.

Public Comment

Rick Rogers, Executive Director, Dundee area Habitat for Humanity, approached the Council to invite them, as well as City Staff, to the Elected Officials Build Day on Saturday, August 27, 2016 from 9:00 A.M. to 4:00 P.M. The build project at 929 S. Blaine Street in Newberg is a single family home. Following the build project, the group will move to the ReStore on Meridian Street. The courtesy of an R.S.V.P. to the Habitat for Humanity office is requested for those attending. The Allison will provide lunch. Mr. Rogers further indicated that, although the local Habitat for Humanity has been in business for over 20 years, they have never built in Dundee. He expressed a strong desire to build a house or more in Dundee if land were available that would be suitable for the building of decent, safe, and affordable homes for families in need.

Tom Burns, representing Chalice Farms, approached the Council and indicated that he is specifically representing the President of Chalice, who was unable to attend the meeting tonight due to illness. Mr. Burns provided a handout to the Council and other Staff present. Mr. Burns advised that Chalice has purchased the house associated with their property on 99W and is in the process of redoing the home. He indicated that they are in the process of cleaning up the parking lot and repaving or graveling it. He further indicated that they are partnering with Purple Hands to build the access between the two businesses through that parking lot. He also advised that they are in the process of developing a partnership with Red Hills Market to do something further with the house. Mr. Burns indicated that Chalice has paid over \$57,000 in taxes to the City of Dundee, but also acknowledged that they presently owe approximately \$2,500 additionally which they will mail to the City. He informed that while Chalice does appreciate the fact that the City has taken steps to put the 3% tax on the ballot for November, they find the current local tax of 10% unsustainable. Mr. Burns indicated that he and other representation from Chalice Farms met with City Administrator Daykin recently and shared with him that Chalice is going to take unilateral action. He indicated that effective July 25, 2016 they have reduced what they collect in the store by 7%, meaning that they are only collecting a 3% tax, and that in the future they will pay 3% tax. Mr. Burns advised that they recognize this is a problem, and Chalice understands that they are placing themselves at legal risk. He indicated that they understand that the City will take the appropriate actions, but Chalice does not think the business will be here in January if they do not

make these changes. Mr. Burns advised that Chalice would like to stay in Dundee and believes that if they are not here the City may not be able to receive any State revenues that might start flowing over the course of the next six months. He indicated that Chalice Farms recognizes that the City may take appropriate actions, although it is their hope that this does not happen. He shared that they are willing to work with the City regarding this issue, and expressed concerns that if a legal action is taken, and the action goes against the City, what will happen to the \$57,000 paid thus far? He advised that Chalice is willing to say publicly that they have no interest in looking at that issue, but if the courts were to decide otherwise then Chalice would work with the City to address that. He further explained that Chalice has no interest in looking backwards, only in looking forward, with regard to any taxes that they have paid thus far. Mr. Burns referred to the handout provided, specifically the Dundee Marijuana Tax 2016 remittance report. He informed of a mistake in tracking sales in their computer for the month of March, and informed that March sales were in the range of \$76,000. Mr. Burns next referred to the information he provided from Leafly.com, and consumer comments indicated that while they do have a great store, their prices (Chalice) are high and there are competitors within five miles who are less. He further explained that they felt that if they are to remain in business until January, when the 3% voter approved tax would potentially take effect; they would need to take action today.

C. Nelson inquired as to whether there are more dispensaries in the area now as opposed to how many there were in January 2016. Mr. Burns responded that this indeed is the case, most notably in Newberg, which he indicated now allows dispensaries to sell recreational marijuana. He further advised that Newberg also has a 10% tax, but they do not know what that impact that has presently. Mr. Burns explained that potential customers who visit their store leave to shop elsewhere due to their high prices. He suggested that these customers likely travel on to McMinnville which he indicated has no local tax. C. Nelson next inquired as to whether Chalice owns or leases the property on 99W. Mr. Burns responded that he presently doesn't have an answer to that, although he believes they likely own it due to the property improvements they are making, and indicated that he will find out that information and report it to C.A. Daykin.

C. Crawford inquired about the number of stores Chalice owns. Mr. Burns responded that they do have 4 stores. He further explained that he is a consultant of the company and not a member of the company, and that it has been explained to him that each of the stores are separate corporations (LLC). C. Svicarovich inquired regarding the tax amounts being paid at their other store locations. Mr. Burns responded that they are only paying the current state tax at the other three locations.

Consent Agenda

The motion was made and seconded to approve Consent Agenda items 5.1 City Council Minutes, July 5, 2016; 5.2 Financial Report Ending June 30, 2016; 5.3 OLCC Liquor License Application, Purple Hands Winery; and 5.4 OLCC Liquor License Application, Methven Family Vineyards. **The motion** passed unanimously.

Old Business

Planning Commission Appointments

Two applications were received from Shannon Howland and David Johnson. Shannon Howland is the only applicant present. C. Nelson asked Howland why she is choosing to apply for a Planning Commission position after having lived in Dundee for ten years. Howland replied that she indeed has lived here for 10 years, raised her family here and also works in Dundee. She pointed out that Dundee is in a transitional stage of growth and development right now, and that looking ahead to the ultimate goals and vision for Dundee will require careful and thoughtful planning, taking into account all of the stakeholders in the community and coming together to

make it work for everyone. She further indicated that she cares very much about Dundee, and as her kids are getting a bit older now she has more time available to give back to what she's come to love and to hopefully enrich it. C. Adlong asked Howland what she has come to love about Dundee. Howland replied that she likes the sense of community, values the neighborhood elements, and also values the easy accessibility of things in town being within walking distance for her. She feels Dundee is quiet, comfortable, safe, interesting, and offers a variety of things to do. Mayor Russ inquired about Howland's experience with regard to the kinds of issues that the Planning Commission deals with on a regular basis. Howland responded that she is good at research, preparation, understanding, listening, and possesses the ability to look at details as far as codes and ordinances are concerned, as well as understanding how that relates into a larger picture. With regard to her professional experience, she indicated that she does a lot of detail work, including analyzing details and looking at the impact that has on the larger part of what she's working on, and is also able to analyze the risks and benefits of making decisions or adjustments required to keep in line with a plan that makes sense. She further shared that she has the ability to work with a lot of different teams, is comfortable with public speaking and working with large groups of people, and strives to listen carefully and patiently to others. She explained that she has some experience with legal phrasing which she feels could come in handy with interpreting code language. **The motion** was made and seconded to appoint Shannon Howland to the Dundee Planning Commission to fill the unexpired term ending December 31, 2017. **The motion** passed unanimously.

Dundee Bypass Bridge Aesthetics

Kelly Amador, ODOT, and Bill Ciz, Parametrix, are here to provide an update and options for the Dundee Bypass Bridge aesthetics. Ciz advised that they advertised the Dundee River plans and specifications on a goods & services contract through ODOT from June 9th to July 14th. There were five potential bidders present at the mandatory pre-bid meeting on June 20th, though only Trovo Design, a Portland-based company who also created the original test sample, was the only contractor who submitted a bid sample and bid. Both the original test sample and the submitted bid sample from Trovo are present before the Council tonight. If the Council approves the sample submitted, they will then move forward with the award process with Trovo Design. C. Nelson inquired about whether or not they received any feedback from others present at the pre-bid as to why they didn't submit. Amador responded that they did not hear back from any of the others, but that one of the potential bidders present at the pre-bid had indicated that their business deals more in sculpture work so she hadn't expected a bid from them. She had expected a better turnout, especially after the amount of pre-work they did in talking with arts communities, different state agencies that provide artwork, and reaching out to other entities as well. Ciz reviewed the samples present with the Council and explained the specifications of what they asked of the bidders in submitting their samples. C. Nelson inquired as to whether or not the contractor who prepared the original sample was present at the pre-bid meeting and Amador responded affirmatively. C. Crawford inquired as to whether the panels will be hung flat on the bridge and Ciz responded that they will spend some time carefully positioning the panels with the 5-7 degrees of adjustability they will have each way. Ciz further advised that it may take a couple of days to hang all sixteen panels in correct adjustment prior to locking them into place. He also indicated that the most crucial side of the bridge is the south side because of the reflection of the sun in the wintertime. C. Weaver agreed with this concern as well. Ciz shared a Trovo Design brochure with the Council and described the different aspects of their business. Amador explained the bid process, and the fact that this was originally to be done in a two-part process with the bids to be opened only after the City Council chose one or two samples.

The samples were viewed at length by the Council, opinions shared, and many questions answered. C. Svicarovich inquired about whether or not the art has a warranty, guarantee or life expectancy. Ciz described in detail the process by which Trovo painted the sample using

automotive paint and a clearcoat finish, comparing the durability to that of car paint. He explained that they don't have a way to guarantee or warrant the finish. C. Nelson suggested the potential addition of a maintenance plan. Amador explained that ODOT's bridge unit has a schedule for cleaning and maintaining bridges, and she feels that many potential issues regarding the artwork hung would be addressed during those visits as a part of their regular maintenance.

C. Adlong inquired about the length of time until the project would be completed. Ciz responded that once the bid process is complete and the submitted sample/bid are accepted, it is estimated that we would be under contract with them by September 1, 2016. She advised that in the bid documents it is specified to be completed by January of 2017, at which time each 16 foot panel will be wrapped and put into storage. The contractor that will be building and installing the hills portion of the project will also be responsible for the installation of the river panels. This contractor will fabricate the hills along with the support structure for the river. Ciz further informed that everything should be in place by the end of April 2017.

Ciz reviewed that at the meeting last year, the color of the hills was discussed. He indicated that the Council came up with the idea of using two colors from the Dundee logo, the orange-brown and the redder-brown colors. After some review and simulations, they recommend staying with the sole darker red-brown logo color. Three concerns were identified with the two-color option including their opinion that the orange-brown was too orange and might contrast too much with the river. Ciz pointed out that the color of the hills when powder coated is going to vary by the time of day, the season of the year, the cloud coverage, and sometimes the perception of two colors may be hard to see. He further advised that if two colors are used the design may appear differently at different times, causing some to believe one color may have faded, etc. They recommended keeping things simple and sticking with a single powdered coated color. He presented to the Council simulated photos on the projection screen of two-color and one-color sample views. Conversation ensued regarding the potential variables with regard to the color options. C. Nelson inquired about the mesh portion, the possibility of perceiving a difference of color when it is added, and whether the mesh will be all the same size. Ciz responded that the mesh size will not all be the same size, that it will gradate between sections, and that it is very difficult to simulate that effect in their photos.

C. Weaver inquired about the future possibility of indirect lighting on the bridge, and referenced a new bridge in the Woodburn area that is lighted. Amador responded that at this time the bridge is not wired for electrical. She was unsure if their maintenance unit would be able to maintain something of that nature, and indicated that further discussions would need to take place if there were interest in that as she is not sure if this is a possibility.

Conversation ensued regarding the color options for the design, and further variables and opinions were discussed with questions answered pertaining to the matter. Ciz informed the Council that the powder coated finish should last at least ten years without fading, but that after that time the more orange color is more apt to fade than the darker red color. The consensus of the Council was to move forward on the bridge project using one color for the hill design, with the knowledge that the mesh will be a contrasting component.

Regarding the construction of the hills, Ciz advised that the contract was advertised on the State website on Friday. Bids need to be submitted by Aug. 19, 2016, and it is estimated that it will likely be sometime in mid-September before a contractor will be under contract for the project. Ciz further advised that the contractor should complete the fabrication of the hills and the support structure by the end of February, with installation to be complete by March or April of 2017.

C. Crawford inquired about when the fencing will be complete on the other overpass structures, including the Fulquartz overpass and 8th Street. Amador responded that they are working on all of the bridges right now in various stages, but that she is unaware of the exact schedule. Conversation further ensued regarding additional details pertaining to the current overpass work in progress. C. Crawford inquired about the color of the overpass fencing to which Amador replied would be black.

C. Crawford inquired about whether side facing pillars would be placed. Amador responded that, although she does not have a photo to share at this time, they have been working with their sign shop regarding this. She informed that the colored leaf is approximately 4 ½ feet tall and almost as wide. She also shared that she is very happy with how it turned out and further indicated that she will email a photo. She advised that she will check on specifics, but that the leaves should be ready to put up fairly soon. C. Crawford inquired about whether a leaf design could be put up at 8th Street in addition. Amador responded by indicating that she would need to check with Shane on that before she would have an answer.

C. Crawford advised that in a recent construction update it was mentioned that all of the concrete on the Chehalem Bridge would be poured beginning this week. He expressed concern regarding their mentioned delivery route of Parks & 5th Street. He inquired as to why the fishhook and bridge aren't the designated route as it's all paved and poured concrete. Amador responded that she would need to check with Shane with regard to this, and that she was unaware that this is what they were planning to do. She informed that she will email C.A. Daykin and let him know.

C. Adlong expressed concerns regarding the lighting recently placed along highway 99W just past the "Fish hook" area but before the dip of the Dundee Bypass project. Adlong observed that new Cobra drop lens street lights were installed. She is concerned and notes that the City has a dark sky ordinance, and further suggested that flat lenses be placed. Amador advised that she will drive through this area and observe the lighting on her way home tonight so that she can provide an accurate answer with regard to C. Adlong's concerns. C. Adlong also inquired about the type of street lights that will be installed on the fishhook. Amador responded that any of the lighting installed around the fishhook area itself is required to be interchange-type lighting. This is the standard which they are not allowed to deviate from. She further advised that the lighting on the bridges or other places will be downward lighting, and not the reflective type.

C. Crawford inquired about the property underneath the overpass just in the city limits on the border of Parks Street and 99W. He advised that opening up that property for use in the future has been discussed. He inquired about the possibility of ODOT discussing with the City the possibility of constructing a bathroom facility, parking area or small rest area in that location. Amador responded that this would need to be discussed with their new district manager, Cole Mullis. She further indicated that she has already mentioned to him that the City is interested in utilizing the area under there, and so he is aware of this interest. C. Crawford expressed interest in the possibility of utilizing the space to host the Taste of Dundee festival next spring. Amador advised C. Crawford to provide her with the details of the event as they become available and she will discuss this with Cole when appropriate. C. Crawford also informed that he is working on a Bike, Paddle & Run event with the Tourism Committee and the local Rotary that is slated for October of 2017. He indicated that some discussion had ensued regarding the potential for athletes to run on the bypass before it opens. Amador indicated that the Parkway Committee has discussed a few different ideas pertaining to this, and that as an end point nears that further conversations will likely ensue.

C. Crawford inquired about an update on the Springbrook Road portion of the Newberg-Dundee Bypass Project. Amador indicated that K & E is moving quite quickly. She advised that

intersections are being widened, work is being done on Highway 219 presently, work has been done down Springbrook Road (including the installation of two sound walls in front of the manufactured home park), and they are also finished or near completion of sound walls near Avalon on Highway 219. Amador advised that they are going to start work in the next 1-2 weeks on the Highway 99W work, including a lot of night work. She further indicated that they haven't started work on the water line on Springbrook Road yet.

C. Adlong inquired about the large amount of cedar trees that have been planted near the 8th Street Bridge on the berms. While Adlong is pleased with the amount of trees, she expressed specific concerns about the large amount of cedar trees planted, which she further indicated do not do well in Dundee. She expressed disappointment that no native oaks were planted. C. Adlong inquired about what will be done in the future if the cedar trees die, and also about the possibility of getting deciduous or native trees placed. Amador responded that there is a three year plant establishment agreement with the contractor, which will require their replacement if they die within three years, and she further suggested that there may be a possibility of replacing them with something else should this occur. C. Pugsley inquired about whether local organizations could potentially add supplemental plantings with ODOT's permission. Amador responded that this would need to be discussed with the District, but that willingness to help maintain the area would likely be required if this were to be considered. C. Pugsley suggested alder trees as a good native tree choice.

Street Paving Bids

C.A. Daykin reviewed that the City has a combination of street segments that are being considered for paving. The first segment on Dogwood Street, which was being partially funded with a \$50,000 grant, is also noted to have some utility work located on it. There are also several other street segments being considered that are part of the continuation of the loan program that the City had through the Oregon Transportation Infrastructure Bank. Daykin informed that approximately \$77,000 of unexpended loan proceeds are available that can be drawn to complete that work. The City Engineer was present to discuss the options and recommendations regarding the bids.

City Engineer Reid reviewed that a bid was put out for doing a new water main on Dogwood and part way down Viewmont, making the connection, and then extending it up Viewmont so that we can have a future tie-in. Also included were a couple of inlets on the bottom of Dogwood as well as repaving it and widening Dogwood about 8 feet to provide a stripe. Rather than creating an asphalt drainage berm, Reid advised he will reverse the slope (creating a swale there) and slope it up at 2% which will make the connections to the driveways better. Reid further indicated that the street overlays on First Street and Canyon Place were part of the base bid as well; the overlays on Locust Street and Beech Street were listed as alternates because of cost concerns. Reid advised two bids were received, with C&M Excavation & Utilities providing the lowest bid at \$233,065. After the bids were evaluated, it was identified that the overall bids were significantly over budget. It was discovered that C&M was low on the waterline work but high on the paving work (they subbed it out) on Dogwood, while Kodiak's price for the First Street and Canyon Place paving work were much cheaper and almost within budget. Reid advised that the C & M bid, though lower overall, was completely over budget because they were so high on the asphalt component. C&M's water line work was right in line with what was anticipated and in-budget. Reid proposed only awarding Dogwood to C&M. Reid advised he has discussed this with City Attorney Rihala as well as C&M, and they are satisfied with that plan. C.A. Rihala advised that the paving of First Street and Canyon Place may be removed from the base bid and the City may award the bid for the remaining work, allowing Dogwood to be completed since the bids exceeded the engineer's estimate. She noted that the reduced project is about \$25,000 over budget, and advised that we would need to come up with more money to make that happen.

Regarding the overlay work, Reid advised that Kodiak indicated that they would re-bid it, likely providing a similar price. Reid further indicated that some of the other contractors would likely re-bid it as well, but he recommended extending out the completion time beyond October to try to get a better price. This would allow the contractor the option of working into next year if needed due to wet weather. Discussion ensued regarding the complications that could arise from potentially wet weather. Reid advised that there are contractors with availability to do the work this fall, so we put it up to bid now we would expect to get new bids, though Kodiak would likely bid the same as they did. The other option would be to hold on it for now and wait until next spring to re-bid it. The option of combining the project with some additional work to try and get some better bids was discussed. Reid explained that one idea C.A. Daykin had was to include it with the LID work on Locust Street which would expand the project. Reid advised that some of the bidders suggested bundling more work together would yield better prices. Reid indicated that one risk in waiting until next spring is that we don't know how costs might change by then; though the weather would be better, there is no guarantee that we would necessarily get better bids. Reid further advised that the residents at First Street and Canyon Place have been anticipating to have this work done this fall, so if the timeline changes he suggested communicating that delay with them. C.A. Daykin advised that when the loan was taken out in 2013 a moratorium was placed on the state loan program and since then they have reactivated it, so it's still a very viable program. Daykin explained that one option would be to tell the State to consider the loan complete, and start the process for repaying it back, rather than taking out the maximum amount of loan proceeds remaining (\$77,000). Daykin advised that another option that could be considered would be taking out a new application, and including the streets that we did not pave that we intended to pave, along with the Locust Street LID. Daykin further advised that it was presented as a fairly straightforward process, though it would take 3-4 months to go from start to finish from the pre-app to the final agreement being provided to the City.

C. Crawford felt that the infrastructure loan would be the best option. C. Nelson inquired about what work could potentially be combined with the overlay work to which Reid responded that the LID work on the rest of Locust Street from 7th to 8th Street had been considered. C. Nelson asked for clarification on how much curb, gutter and sidewalk work was slated to be done. Daykin advised that this is to be done on both sides on Locust Street. Discussion ensued regarding potential options regarding how to proceed. C. Nelson recommended extending the contract out due to the potential for wet weather in October as well as cool overnight temperatures which can make paving difficult. He also felt that we could likely get better pricing early next year as well. Reid advised that when he spoke with C&M they recommended removing and repaving the work on those streets due to the large amount of prep work involved with doing overlays. Reid expressed concerns regarding removing the pavement during the fall when there are risks of losing subgrade if it rains. If subgrade were lost, the expense to stabilize that and put new rock down would be well beyond the budget. There doesn't appear to be a subgrade issue at this point, which makes doing overlays a very appealing option. To clarify, Daykin reviewed that our current loan package that was taken out in 2012 expires December 1, 2016. The consensus of the Council was to start with a new loan application for any work next year. Daykin advised we have spent \$207,000 at an interest rate of 2.54%, with 2.04% interest being charged on a comparable 20-year term loan at this time. **The motion** was made and seconded to award the Dogwood portion of the project only to C&M Excavation & Utilities. **The motion** passed unanimously.

New Business

Fence Encroachment Request

C.A. Daykin reviewed that Ryan Thomas, 720 SW Graystone Place, was present and to address the City Council regarding a recently installed fence on his property. C.A. Daykin indicated that Mr. Thomas had previously contacted the City regarding his desire to place a fence. There was

some misunderstanding about the requirements for a fence in terms of setbacks and the fence was inadvertently placed on the City's property (see map on page 64 of agenda packet). Discussion ensued with the property owner regarding the details of the fence placement. Mr. Thomas indicated that he spoke with Alan Mustain regarding the fence placement but a misunderstanding was had regarding where their property line was located. He further indicated that he removed multiple trees in that area (including trees on City property) prior to building the fence as the area was very overgrown into the present walkway. C. Crawford inquired as to whether the owner built the fence himself which Mr. Thomas confirmed. Discussion further ensued regarding the difficulty of moving the fence. C. Svicarovich noted that the area had previously been very overgrown and encroaching onto the sidewalk area. Many options were discussed regarding a decision on this matter. C.A. Daykin pointed out that the property owner placed a gate on the fence which opens into the pedestrian way which needs addressed. Daykin informed the Council that there is no Homeowners Association that maintains this walkway. C. Weaver inquired about what, if any, utilities are underground in the right-of-way area. C.A. Daykin informed that a waterline is present underneath the sidewalk as well as some pedestrian lighting present in the area. Discussion ensued regarding the potential option of the property owner assuming care of the pedestrian walkway area, and the details of that process. C. Adlong expressed concern regarding the fence being so close to the sidewalk, and inquired about the City fence permit process. C.A. Daykin reviewed the City's fence permit requirement, referring to the Resolution pertaining to the matter which was passed a number of years ago, and explained the process. C. Weaver pointed out that Mr. Thomas has done a tremendous amount of work as well as improved the walkway area. Conversation ensued regarding potential options pertaining to the matter of the fence. The consensus of the Council was to come up with a license with general terms, including a maximum limit of 15 years. It was also the consensus of the Council that the license be terminated upon sale of the property. C.A. Daykin suggested imposing a small annual fee to the property owner for the license arrangement, which the Council was in favor of and agreed upon a \$10 yearly fee. C. Nelson suggested the City be consistent with other areas in the City where fences are in the public right-of-way as well, including a license agreement which includes a termination date as well.

Universal Field Services – Easement Appraisals

City Engineer Reid informed the Council that ODOT will be providing the funds to build the storm system from 11th Street to 12th Street through an easement provided by the City, and so it needs to be negotiated with the owners. To do that, Reid advised we need to set a fair price. Reid reviewed the details as provided in his report dated July 28, 2016, on page 73 of the agenda packet. Conversation ensued regarding the details of the easement locations. Reid pointed out that although the storm sewer easement area won't be buildable, it could still be paved or a driveway placed to allow access. Reid reviewed the \$6,000 total cost of have the two appraisals done for the storm sewer easements, and an additional \$1,800 for valuation with regard to the street corners. Reid advised that the City needs to acquire right-of-way on the corners (as shown on the maps on pages 75-76 in the agenda packet) to redo the ADA ramps for the sidewalk/streetscape project. Having these evaluations and appraisals in place will allow the City to make good decisions and a reasonable offer to the property owners. **The motion** was made and seconded to approve the budget not to exceed \$7,800 to Universal Field Services, for appraisal of right-of-way areas. **The motion** passed unanimously.

Resolution No. 2016-21, Volunteers Worker's Comp

City Administrator Daykin reviewed the details of his report dated July 28, 2016, regarding Resolution No. 2016-21. C. Svicarovich inquired as to whether or not we should add the Urban Renewal Agency to be included within this coverage. C.A. Daykin responded and indicated that it would be best to wait until an Urban Renewal budget is established; possibly something to consider in the next fiscal year. Mayor Russ inquired as to whether or not the Urban Renewal

Advisory Committee would be covered under this plan. C.A. Daykin informed that they are not covered under this plan, unless they are selected to be added. C. Crawford pointed out that volunteers are not actually employees of the City. Discussion further ensued regarding the pros and cons of moving forward with this coverage for the volunteer boards beyond the mandated coverage for Volunteer Firefighters. C. Pugsley pointed out the low cost of about \$8.00 per board for the coverage, as opposed to \$8.00 per person. A **motion** was made and seconded to adopt Resolution No. 2016-21, a resolution extending the City of Dundee worker's compensation coverage to volunteers of the City of Dundee and repealing Resolution No. 2007-11. **The motion** passed unanimously.

Council Concerns and Committee Reports

C. Pugsley encouraged the Council to attend the Habitat For Humanity home building project that will take place this Saturday, August 6, 2016.

Mayor's Report

None.

City Administrator's Report

City Administrator Daykin advised that he has met with Verizon officials. He indicated that they are interested in making a proposal back to the City for locating a cell tower on the fire station property. He further indicated that Verizon has had some recent discussions with Chief John Stock as well as C.E. Reid regarding the matter. C.A. Daykin expects to receive a proposal from Verizon in the next 30 days which he will then present to the Council. Mayor Russ pointed out that Verizon would own the tower and would sublet, though the City could potentially have a contract in place to collect a percentage of the sublet amount. C.A. Daykin agreed, and indicated that the City does have a co-location requirement in our Development Code as well which would allow an opportunity for use by others. C. Daykin advised that Chief Stock participated in discussions pertaining to these issues.

C.A. Daykin indicated that the Marijuana Tax Ordinance measure has been officially filed for the November 8 general election. It was assigned Measure 36-184.

C.A. Daykin informed that the Wastewater Treatment Plant Project of the membrane cleaning is going to start next week. The chemical clean will be done on Friday, and the contractor will be on-site next Tuesday to pull the MBR's out of the basin.

C.A. Daykin reported that the maintenance has been completed on the banners, though they were not able to get to one of the banners (possibly the one near Argyle), and he is not sure whether it was due to the equipment that was leased or because of the location of the banner. C.A. Daykin indicated that the metal strapping was replaced as well. He reported the cost was approximately \$343 for the rental of the equipment for the two days.

C.A. Daykin pointed out that the Dundee fence permit process was actually adopted by a resolution. He further recommended a discussion at the next available City Council meeting regarding whether or not the City would like to require permits for fences. C.A. Daykin advised that he is unaware of any other city that requires this. He advised that if we would like to require permits for fences, this information needs properly documented and updated in the Dundee Development Code to include that authority within the code itself.

Mayor Russ inquired about a possible update on the TE Projects. C.A. Daykin indicated that they did once again meet with the project manager, Tony Snyder, last week and also had another conversation with him today. Snyder advised that he is working with those writing the

amendments and indicated that those are still in process. Snyder informed that it is being made clear from the top down that this is a priority for everyone, and when it goes to DOJ they are going to advise them that they are willing to pay overtime to accelerate the process under the attorney's review. Snyder indicated that by doing so this will greatly expedite the process. It is not known specifically at this time when this will happen.

Public Comment

None.

The meeting was adjourned at 9:09 PM.

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder

Special City Council Meeting Minutes
August 23, 2016
Dundee City Hall

Council and Staff Attendance

Present: Mayor David Russ, Councilors Ted Crawford, Kristen Svicarovich, Storr Nelson, and Tim Weaver. Absent: Jeannette Adlong and Doug Pugsley. Staff members: Rob Daykin, City Administrator and Greg Reid, City Engineer.

Public Attendance

None.

Viewmont Greenway Park

Mayor Russ opened the meeting at 6:45 P.M. and noted the purpose of the special meeting was to consider bids received for the paving of the Viewmont Greenway Park trail. C.A. Daykin explained that C.E. Reid put the paving of the lower section of the Viewmont Greenway Park trail up to bid recently. He advised that two bids were submitted as outlined in the memo from C.E. Reid. Black Rock Asphalt was the low bidder at \$11,126. C.E. Reid pointed out that their bid was provided in a lump sum fashion, including some additional prep work that was not required in the base bid. Although Black Rock Asphalt did not provide their bid on the specific form provided to them by C.E. Reid, their bid appears to be sufficient and includes the required information. C.E. Reid also pointed out that having received the bid in this lump sum fashion eliminates concerns about actual tonnage of asphalt used to complete the project. C.A. Daykin explained that the previous City Engineer had felt it possible to apply asphalt on top of the grindings present, but it was later determined that the material was not suitable for this type of approach. C.E. Reid advised that a finer grain of material is needed for the asphalt to bond and bind to as compared to the larger mix of pieces that are present now. C. Nelson explained that this issue is dependent upon the original condition of the road surface that was ground, and further discussion ensued regarding this. C.A. Reid advised that after review of the proposals, Black Rock appears to be the best option for the project due to their lower bid as well as the extra work included. C. Nelson supported this decision, although he is not familiar with the company specifically, and pointed out that their bid is a good value as well as their availability to complete the work by the end of September. C. Weaver suggested the presence of City Staff on the day the work is to be done to observe the project. **The motion** was made and seconded to award the bid for the paving of the Viewmont Greenway Park trail to Black Rock Asphalt for \$11,126. **The motion** passed unanimously.

The meeting was adjourned at 6:54 P.M.

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder

CITY OF DUNDEE
Statement of Activities

From 7/1/2015 Through 6/30/2016

	General Fund		Street CIP		Street Reserve		State Revenue Sharing		Equipment Reserve Fund		Parks Fund		Tourism Fund		Fire Station Constr. Fund		Bonded Debt		Water Fund		Water CIP Fund		Sewer CIP Fund		Storm Water Fund		Storm Water CIP Fund		Total	
	Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund	
Revenue																														
Taxes	39,339	2,952	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	48,032
Franchise Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Licenses & Permits	6,231	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,231
Intergovernmental Revenue	6,544	16,698	-	-	-	-	5,269	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	28,512
Charges for Services	22,903	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	220,111
Fines & Forfeitures	2,977	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,977
Miscellaneous Revenue	723	41	32	32	410	6	32	2	410	6	32	6	32	6	32	8	10	89	388	7	322	2	132	2	132	2	132	2	2,301	
Total Revenue	78,718	19,692	96	32	410	6	5,271	2	410	6	4,441	6	4,441	6	4,441	8	1,342	69,428	5,711	104,238	9,164	7,904	1,704	7,904	1,704	1,704	1,704	308,164		
Expenditures																														
Personnel	41,953	4,474	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	74,167
Materials & Services	12,009	4,617	-	-	-	-	570	-	-	-	-	-	-	-	-	-	-	12,893	-	12,643	-	2,205	-	-	2,205	-	-	-	57,899	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	16,701	-	20,583	-	1,401	-	-	1,401	-	-	-	763	
Debt Service	-	-	-	-	-	-	-	-	666	-	-	-	-	-	-	97	-	-	-	-	-	-	-	-	-	-	-	-	-	29,314
Total Expenditures	53,962	9,091	-	-	-	-	570	-	29,979	-	714	-	714	-	1,402	-	29,593	-	33,226	-	3,605	-	-	-	3,605	-	-	-	162,143	
Excess (deficiency) of Revenue over Expenditures	24,756	10,601	96	32	410	6	4,701	2	(29,570)	6	3,727	6	3,727	6	(1,394)	1,342	39,835	5,711	71,011	9,164	4,298	1,704	4,298	1,704	1,704	1,704	146,021			
Other Financing Sources (Uses)	8,337	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(3,125)	-	(62,212)	57,000	-	-	-	-	-	-	-	-	-	
Net Changes to Fund Balance	33,093	10,601	96	32	410	6	4,701	2	(29,570)	6	3,727	6	3,727	6	(1,394)	1,342	36,709	5,711	8,800	66,164	4,298	1,704	4,298	1,704	1,704	1,704	146,021			
Beginning Fund Balance	477,593	63,585	210,024	42,729	1,582	14,214	1,582	602,792	602,792	14,214	56,987	19,766	19,766	19,766	12,014	132,119	132,119	644,012	121,128	523,981	9,889	206,463	9,889	206,463	206,463	206,463	3,138,875			
Ending Fund Balance	510,686	74,185	210,120	42,760	6,283	14,221	6,283	573,222	573,222	14,221	60,714	18,372	18,372	18,372	13,356	168,828	168,828	649,723	129,928	590,145	14,187	208,167	14,187	208,167	208,167	208,167	3,284,896			

City of Dundee
Statement of Revenues & Expenditures
01-General Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

UNAUDITED

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	39,339	39,339	677,200	-94%	(637,861)
Franchise Fees	0	0	139,700	-100%	(139,700)
Licenses & Permits	6,231	6,231	63,200	-90%	(56,969)
Intergovernmental Revenue	6,544	6,544	151,200	-96%	(144,656)
Charges for Services	22,903	22,903	212,300	-89%	(189,397)
Fines & Forfeitures	2,977	2,977	54,000	-94%	(51,023)
Miscellaneous Revenues	723	723	7,700	-91%	(6,977)
Total REVENUES	<u>78,718</u>	<u>78,718</u>	<u>1,305,300</u>	<u>-94%</u>	<u>(1,226,582)</u>
EXPENDITURES					
General Govt	26,319	26,319	337,700	92%	311,381
Court	1,470	1,470	21,400	93%	19,930
Community Development	1,233	1,233	121,800	99%	120,567
Police Services	0	0	479,500	100%	479,500
Fire Services	24,940	24,940	404,200	94%	379,260
Total EXPENDITURES	<u>53,962</u>	<u>53,962</u>	<u>1,364,600</u>	<u>96%</u>	<u>1,310,638</u>
Excess (deficiency) of Revenue Over Expenditures	24,756	24,756	(59,300)	-142%	84,056
OTHER FINANCING SOURCES (USES)					
Transfers In	8,337	8,337	92,200	-91%	(83,863)
Transfers Out	0	0	(248,000)	-100%	248,000
Other Uses	0	0	(80,000)	0%	80,000
Total OTHER FINANCING SOURCES (USES)	<u>8,337</u>	<u>8,337</u>	<u>(235,800)</u>	<u>-104%</u>	<u>244,137</u>
NET CHANGE IN FUND BALANCE	33,093	33,093	(295,100)	-111%	328,193
BEGINNING FUND BALANCE	477,593	477,593	480,700	-1%	(3,107)
ENDING FUND BALANCE	<u>510,686</u>	<u>510,686</u>	<u>185,600</u>	<u>175%</u>	<u>325,086</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
01 - Admin / Finance
001 - General Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	12,676	12,676	154,400	92 %	141,724
Personnel Benefits	5,599	5,599	74,100	92 %	68,501
Total Personnel Services	18,274	18,274	228,500	92 %	210,226
Materials & Services					
Supplies	424	424	4,000	89 %	3,576
Professional Services	1,521	1,521	48,100	97 %	46,579
Contractual Services	110	110	1,300	92 %	1,190
Travel & Training	4,205	4,205	12,800	67 %	8,595
Insurance	0	0	7,800	100 %	7,800
Regulatory Requirements	0	0	900	100 %	900
Utilities	487	487	6,400	92 %	5,913
Repairs & Maintenance	216	216	9,200	98 %	8,984
Other Materials & Services	1,081	1,081	14,200	92 %	13,119
Total Materials & Services	8,044	8,044	104,700	92 %	96,656
Capital Outlay					
	0	0	4,500	100 %	4,500
Total EXPENDITURES	26,319	26,319	337,700	92 %	311,381

CITY OF DUNDEE

Statement of Revenues and Expenditures

02 - Court

001 - General Fund

From 7/1/2016 Through 7/31/2016

(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					
Personnel Services					
Salaries & Wages	680	680	8,600	92 %	7,920
Personnel Benefits	<u>456</u>	<u>456</u>	<u>6,700</u>	<u>93 %</u>	<u>6,244</u>
Total Personnel Services	1,137	1,137	15,300	93 %	14,163
Materials & Services					
Supplies	0	0	200	100 %	200
Professional Services	0	0	400	100 %	400
Contractual Services	274	274	3,900	93 %	3,626
Travel & Training	0	0	500	100 %	500
Other Materials & Services	<u>59</u>	<u>59</u>	<u>1,100</u>	<u>95 %</u>	<u>1,041</u>
Total Materials & Services	333	333	6,100	95 %	5,767
Total EXPENDITURES	<u>1,470</u>	<u>1,470</u>	<u>21,400</u>	<u>93 %</u>	<u>19,930</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
03 - Community Development
001 - General Fund
From 7/1/2016 Through 7/31/2016
(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					
Personnel Services					
Salaries & Wages	801	801	10,300	92 %	9,499
Personnel Benefits	<u>416</u>	<u>416</u>	<u>8,000</u>	<u>95 %</u>	<u>7,584</u>
Total Personnel Services	1,217	1,217	18,300	93 %	17,083
Materials & Services					
Supplies	0	0	900	100 %	900
Professional Services	0	0	50,500	100 %	50,500
Contractual Services	0	0	36,000	100 %	36,000
Travel & Training	0	0	1,100	100 %	1,100
Other Materials & Services	<u>16</u>	<u>16</u>	<u>15,000</u>	<u>100 %</u>	<u>14,984</u>
Total Materials & Services	16	16	103,500	100 %	103,484
Total EXPENDITURES	<u>1,233</u>	<u>1,233</u>	<u>121,800</u>	<u>99 %</u>	<u>120,567</u>

CITY OF DUNDEE

Statement of Revenues and Expenditures

04 - Police Dept

001 - General Fund

From 7/1/2016 Through 7/31/2016

(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>0</u>	<u>0</u>	<u>479,500</u>	<u>100 %</u>	<u>479,500</u>
Total Materials & Services	<u>0</u>	<u>0</u>	<u>479,500</u>	<u>100 %</u>	<u>479,500</u>
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>479,500</u>	<u>100 %</u>	<u>479,500</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
05 - Fire Dept
001 - General Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	15,155	15,155	180,400	92 %	165,245
Personnel Benefits	6,170	6,170	82,400	93 %	76,230
Total Personnel Services	21,325	21,325	262,800	92 %	241,475
Materials & Services					
Supplies	780	780	18,500	96 %	17,720
Professional Services	0	0	2,000	100 %	2,000
Contractual Services	1,901	1,901	30,000	94 %	28,099
Travel & Training	380	380	3,100	88 %	2,720
Insurance	0	0	16,600	100 %	16,600
Regulatory Requirements	0	0	9,000	100 %	9,000
Utilities	516	516	16,500	97 %	15,984
Repairs & Maintenance	38	38	18,500	100 %	18,462
Other Materials & Services	0	0	700	100 %	700
Total Materials & Services	3,615	3,615	114,900	97 %	111,285
Capital Outlay					
	0	0	26,500	100 %	26,500
Total EXPENDITURES	24,940	24,940	404,200	94 %	379,260

CITY OF DUNDEE
Statement of Revenues and Expenditures
110 - Street Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	2,952	2,952	40,000	(93)%	(37,048)
Intergovernmental Revenue	16,698	16,698	185,000	(91)%	(168,302)
Miscellaneous Revenues	41	41	200	(79)%	(159)
Total REVENUES	<u>19,692</u>	<u>19,692</u>	<u>225,200</u>	<u>(91)%</u>	<u>(205,509)</u>
EXPENDITURES					
Personnel Services	4,474	4,474	59,400	92 %	54,926
Materials & Services					
Supplies	165	165	4,200	96 %	4,035
Professional Services	0	0	7,300	100 %	7,300
Travel & Training	92	92	500	82 %	408
Insurance	0	0	1,600	100 %	1,600
Regulatory Requirements	0	0	100	100 %	100
Utilities	1,802	1,802	22,300	92 %	20,498
Repairs & Maintenance	217	217	26,600	99 %	26,383
Interfund Services	2,341	2,341	28,100	92 %	25,759
Other Materials & Services	<u>0</u>	<u>0</u>	<u>200</u>	<u>100 %</u>	<u>200</u>
Total Materials & Services	4,617	4,617	90,900	95 %	86,283
Capital Outlay	<u>0</u>	<u>0</u>	<u>7,000</u>	<u>100 %</u>	<u>7,000</u>
Total EXPENDITURES	<u>9,091</u>	<u>9,091</u>	<u>157,300</u>	<u>94 %</u>	<u>148,209</u>
Excess (deficiency) of Revenue over Expenditures	<u>10,601</u>	<u>10,601</u>	<u>67,900</u>	<u>(84)%</u>	<u>(57,299)</u>
OTHER FINANCING SOURCES (USES)					
Transfer Out	0	0	(97,200)	(100)%	97,200
Other Uses	<u>0</u>	<u>0</u>	<u>(5,000)</u>	<u>(100)%</u>	<u>5,000</u>
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>(102,200)</u>	<u>(100)%</u>	<u>102,200</u>
NET CHANGE IN FUND BALANCE	<u>10,601</u>	<u>10,601</u>	<u>(34,300)</u>	<u>(131)%</u>	<u>44,901</u>
BEGINNING FUND BALANCE	63,585	63,585	38,800	64 %	24,785
ENDING FUND BALANCE	<u>74,185</u>	<u>74,185</u>	<u>4,500</u>	<u>1,549 %</u>	<u>69,685</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
111 - Street CIP Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Franchise Fees	0	0	41,400	(100)%	(41,400)
Intergovernmental Revenue	0	0	1,385,000	(100)%	(1,385,000)
Miscellaneous Revenues	96	96	260,200	(100)%	(260,104)
Total REVENUES	<u>96</u>	<u>96</u>	<u>1,686,600</u>	<u>(100)%</u>	<u>(1,686,504)</u>
EXPENDITURES					
Capital Outlay	0	0	2,233,500	100 %	2,233,500
Debt Service	0	0	26,600	100 %	26,600
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>2,260,100</u>	<u>100 %</u>	<u>2,260,100</u>
Excess (deficiency) of Revenue over Expenditures	<u>96</u>	<u>96</u>	<u>(573,500)</u>	<u>(100)%</u>	<u>573,596</u>
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	0	76,000	(100)%	(76,000)
Transfers In	0	0	85,000	(100)%	(85,000)
Other	0	0	200,000	(100)%	(200,000)
Interfund Loan	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>(100)%</u>	<u>(200,000)</u>
Total Other	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>(100)%</u>	<u>(200,000)</u>
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>361,000</u>	<u>(100)%</u>	<u>(361,000)</u>
NET CHANGE IN FUND BALANCE	<u>96</u>	<u>96</u>	<u>(212,500)</u>	<u>(100)%</u>	<u>212,596</u>
BEGINNING FUND BALANCE	210,024	210,024	215,000	(2)%	(4,976)
ENDING FUND BALANCE	<u>210,120</u>	<u>210,120</u>	<u>2,500</u>	<u>8,305 %</u>	<u>207,620</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
112 - Street Reserve Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues	32	32	200	(84)%	(168)
Total REVENUES	<u>32</u>	<u>32</u>	<u>200</u>	<u>(84)%</u>	<u>(168)</u>
EXPENDITURES					
Capital Outlay	0	0	42,900	100 %	42,900
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>42,900</u>	<u>100 %</u>	<u>42,900</u>
Excess (deficiency) of Revenue over Expenditures	32	32	(42,700)	(100)%	42,732
NET CHANGE IN FUND BALANCE	<u>32</u>	<u>32</u>	<u>(42,700)</u>	<u>(100)%</u>	<u>42,732</u>
BEGINNING FUND BALANCE	42,729	42,729	42,700	0 %	29
ENDING FUND BALANCE	<u>42,760</u>	<u>42,760</u>	<u>0</u>	<u>0 %</u>	<u>42,760</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
122 - State Revenue Sharing Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	5,269	5,269	25,500	(79)%	(20,231)
Miscellaneous Revenues	2	2	100	(98)%	(98)
Total REVENUES	<u>5,271</u>	<u>5,271</u>	<u>25,600</u>	<u>(79)%</u>	<u>(20,329)</u>
EXPENDITURES					
Materials & Services					
Professional Services	0	0	28,500	100 %	28,500
Contractual Services	570	570	7,600	93 %	7,030
Total Materials & Services	<u>570</u>	<u>570</u>	<u>36,100</u>	<u>98 %</u>	<u>35,530</u>
Total EXPENDITURES	<u>570</u>	<u>570</u>	<u>36,100</u>	<u>98 %</u>	<u>35,530</u>
Excess (deficiency) of Revenue over Expenditures	<u>4,701</u>	<u>4,701</u>	<u>(10,500)</u>	<u>(145)%</u>	<u>15,201</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	13,000	(100)%	(13,000)
Transfer Out	0	0	(5,000)	(100)%	5,000
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>8,000</u>	<u>(100)%</u>	<u>(8,000)</u>
NET CHANGE IN FUND BALANCE	<u>4,701</u>	<u>4,701</u>	<u>(2,500)</u>	<u>(288)%</u>	<u>7,201</u>
BEGINNING FUND BALANCE	1,582	1,582	2,500	(37)%	(918)
ENDING FUND BALANCE	<u>6,283</u>	<u>6,283</u>	<u>0</u>	<u>0 %</u>	<u>6,283</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
127 - Equipment Reserve Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues	410	410	3,800	(89)%	(3,390)
Total REVENUES	<u>410</u>	<u>410</u>	<u>3,800</u>	<u>(89)%</u>	<u>(3,390)</u>
EXPENDITURES					
Capital Outlay	666	666	680,400	100 %	679,734
Debt Service	29,314	29,314	58,600	50 %	29,286
Total EXPENDITURES	<u>29,979</u>	<u>29,979</u>	<u>739,000</u>	<u>96 %</u>	<u>709,021</u>
Excess (deficiency) of Revenue over Expenditures	<u>(29,570)</u>	<u>(29,570)</u>	<u>(735,200)</u>	<u>(96)%</u>	<u>705,630</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	136,200	(100)%	(136,200)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>136,200</u>	<u>(100)%</u>	<u>(136,200)</u>
NET CHANGE IN FUND BALANCE	<u>(29,570)</u>	<u>(29,570)</u>	<u>(599,000)</u>	<u>(95)%</u>	<u>569,430</u>
BEGINNING FUND BALANCE	602,792	602,792	599,000	1 %	3,792
ENDING FUND BALANCE	<u>573,222</u>	<u>573,222</u>	<u>0</u>	<u>0 %</u>	<u>573,222</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
131 - Parks Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	0	5,700	(100)%	(5,700)
Miscellaneous Revenues	6	6	4,100	(100)%	(4,094)
Total REVENUES	<u>6</u>	<u>6</u>	<u>9,800</u>	<u>(100)%</u>	<u>(9,794)</u>
EXPENDITURES					
Materials & Services					
Professional Services	0	0	2,500	100 %	2,500
Repairs & Maintenance	0	0	1,000	100 %	1,000
Total Materials & Services	0	0	3,500	100 %	3,500
Capital Outlay	0	0	30,000	100 %	30,000
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>33,500</u>	<u>100 %</u>	<u>33,500</u>
Excess (deficiency) of Revenue over Expenditures	6	6	(23,700)	(100)%	23,706
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	5,000	(100)%	(5,000)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>(100)%</u>	<u>(5,000)</u>
NET CHANGE IN FUND BALANCE	<u>6</u>	<u>6</u>	<u>(18,700)</u>	<u>(100)%</u>	<u>18,706</u>
BEGINNING FUND BALANCE	14,214	14,214	19,100	(26)%	(4,886)
ENDING FUND BALANCE	<u>14,221</u>	<u>14,221</u>	<u>400</u>	<u>3,455 %</u>	<u>13,821</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
151 - Tourism Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	4,409	4,409	43,100	(90)%	(38,691)
Miscellaneous Revenues	32	32	5,100	(99)%	(5,068)
Total REVENUES	<u>4,441</u>	<u>4,441</u>	<u>48,200</u>	<u>(91)%</u>	<u>(43,759)</u>
EXPENDITURES					
Materials & Services					
Professional Services	0	0	2,500	100 %	2,500
Contractual Services	714	714	47,000	98 %	46,286
Total Materials & Services	714	714	49,500	99 %	48,786
Capital Outlay	0	0	50,000	100 %	50,000
Total EXPENDITURES	<u>714</u>	<u>714</u>	<u>99,500</u>	<u>99 %</u>	<u>98,786</u>
Excess (deficiency) of Revenue over Expenditures	3,727	3,727	(51,300)	(107)%	55,027
NET CHANGE IN FUND BALANCE	<u>3,727</u>	<u>3,727</u>	<u>(51,300)</u>	<u>(107)%</u>	<u>55,027</u>
BEGINNING FUND BALANCE	56,987	56,987	52,600	8 %	4,387
ENDING FUND BALANCE	<u>60,714</u>	<u>60,714</u>	<u>1,300</u>	<u>4,570 %</u>	<u>59,414</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
201 - Fire Station Construction
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues	8	8	0	0 %	8
Total REVENUES	8	8	0	0 %	8
EXPENDITURES					
Materials & Services					
Professional Services	1,305	1,305	178,000	99 %	176,695
Total Materials & Services	1,305	1,305	178,000	99 %	176,695
Capital Outlay	97	97	4,000	98 %	3,903
Total EXPENDITURES	1,402	1,402	182,000	99 %	180,598
Excess (deficiency) of Revenue over Expenditures	(1,394)	(1,394)	(182,000)	(99)%	180,606
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	180,000	(100)%	(180,000)
Total OTHER FINANCING SOURCES (USES)	0	0	180,000	(100)%	(180,000)
NET CHANGE IN FUND BALANCE	(1,394)	(1,394)	(2,000)	(30)%	606
BEGINNING FUND BALANCE	19,766	19,766	2,000	888 %	17,766
ENDING FUND BALANCE	18,372	18,372	0	0 %	18,372

CITY OF DUNDEE
Statement of Revenues and Expenditures
310 - Bonded Debt
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	1,332	1,332	150,000	(99)%	(148,668)
Miscellaneous Revenues	10	10	400	(98)%	(390)
Total REVENUES	<u>1,342</u>	<u>1,342</u>	<u>150,400</u>	<u>(99)%</u>	<u>(149,058)</u>
EXPENDITURES					
Debt Service	0	0	150,200	100 %	150,200
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>150,200</u>	<u>100 %</u>	<u>150,200</u>
Excess (deficiency) of Revenue over Expenditures	<u>1,342</u>	<u>1,342</u>	<u>200</u>	<u>571 %</u>	<u>1,142</u>
NET CHANGE IN FUND BALANCE	<u>1,342</u>	<u>1,342</u>	<u>200</u>	<u>571 %</u>	<u>1,142</u>
BEGINNING FUND BALANCE	12,014	12,014	11,600	4 %	414
ENDING FUND BALANCE	<u>13,356</u>	<u>13,356</u>	<u>11,800</u>	<u>13 %</u>	<u>1,556</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
431 - Water Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	69,340	69,340	619,900	(89)%	(550,560)
Miscellaneous Revenues	89	89	1,100	(92)%	(1,011)
Total REVENUES	<u>69,428</u>	<u>69,428</u>	<u>621,000</u>	<u>(89)%</u>	<u>(551,572)</u>
EXPENDITURES					
Personnel Services	12,893	12,893	169,400	92 %	156,507
Materials & Services					
Supplies	330	330	14,300	98 %	13,970
Professional Services	1,872	1,872	11,400	84 %	9,528
Contractual Services	0	0	10,000	100 %	10,000
Travel & Training	289	289	1,800	84 %	1,511
Insurance	0	0	5,400	100 %	5,400
Regulatory Requirements	227	227	7,200	97 %	6,973
Utilities	6,162	6,162	43,600	86 %	37,438
Repairs & Maintenance	700	700	39,800	98 %	39,100
Interfund Services	6,683	6,683	80,200	92 %	73,517
Other Materials & Services	438	438	6,500	93 %	6,062
Total Materials & Services	<u>16,701</u>	<u>16,701</u>	<u>220,200</u>	<u>92 %</u>	<u>203,499</u>
Capital Outlay	0	0	32,300	100 %	32,300
Total EXPENDITURES	<u>29,593</u>	<u>29,593</u>	<u>421,900</u>	<u>93 %</u>	<u>392,307</u>
Excess (deficiency) of Revenue over Expenditures	<u>39,835</u>	<u>39,835</u>	<u>199,100</u>	<u>(80)%</u>	<u>(159,265)</u>
OTHER FINANCING SOURCES (USES)					
Transfer Out	(3,125)	(3,125)	(293,900)	(99)%	290,775
Other Uses	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	<u>(3,125)</u>	<u>(3,125)</u>	<u>(313,900)</u>	<u>(99)%</u>	<u>310,775</u>
NET CHANGE IN FUND BALANCE	<u>36,709</u>	<u>36,709</u>	<u>(114,800)</u>	<u>(132)%</u>	<u>151,509</u>
BEGINNING FUND BALANCE	132,119	132,119	120,600	10 %	11,519
ENDING FUND BALANCE	<u>168,828</u>	<u>168,828</u>	<u>5,800</u>	<u>2,811 %</u>	<u>163,028</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
432 - Water CIP Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	5,323	5,323	29,600	(82)%	(24,277)
Miscellaneous Revenues	388	388	9,000	(96)%	(8,612)
Total REVENUES	<u>5,711</u>	<u>5,711</u>	<u>38,600</u>	<u>(85)%</u>	<u>(32,889)</u>
EXPENDITURES					
Capital Outlay	0	0	550,200	100 %	550,200
Debt Service	0	0	117,300	100 %	117,300
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>667,500</u>	<u>100 %</u>	<u>667,500</u>
Excess (deficiency) of Revenue over Expenditures	<u>5,711</u>	<u>5,711</u>	<u>(628,900)</u>	<u>(101)%</u>	<u>634,611</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	220,000	(100)%	(220,000)
Other					
Interfund Loan	0	0	(200,000)	(100)%	200,000
Total Other	<u>0</u>	<u>0</u>	<u>(200,000)</u>	<u>(100)%</u>	<u>200,000</u>
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>(100)%</u>	<u>(20,000)</u>
NET CHANGE IN FUND BALANCE	<u>5,711</u>	<u>5,711</u>	<u>(608,900)</u>	<u>(101)%</u>	<u>614,611</u>
BEGINNING FUND BALANCE	644,012	644,012	617,300	4 %	26,712
ENDING FUND BALANCE	<u>649,723</u>	<u>649,723</u>	<u>8,400</u>	<u>7,635 %</u>	<u>641,323</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
441 - Sewer Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	104,230	104,230	1,244,000	(92)%	(1,139,770)
Miscellaneous Revenues	7	7	200	(96)%	(193)
Total REVENUES	<u>104,238</u>	<u>104,238</u>	<u>1,244,200</u>	<u>(92)%</u>	<u>(1,139,962)</u>
EXPENDITURES					
Personnel Services	12,643	12,643	162,900	92 %	150,257
Materials & Services					
Supplies	1,509	1,509	26,800	94 %	25,291
Professional Services	1,872	1,872	44,600	96 %	42,728
Contractual Services	0	0	600	100 %	600
Travel & Training	50	50	1,800	97 %	1,750
Insurance	0	0	14,800	100 %	14,800
Regulatory Requirements	2,696	2,696	6,900	61 %	4,204
Utilities	5,301	5,301	82,100	94 %	76,799
Repairs & Maintenance	2,292	2,292	123,800	98 %	121,508
Interfund Services	6,425	6,425	77,100	92 %	70,675
Other Materials & Services	438	438	6,300	93 %	5,862
Total Materials & Services	<u>20,583</u>	<u>20,583</u>	<u>384,800</u>	<u>95 %</u>	<u>364,217</u>
Total EXPENDITURES	<u>33,226</u>	<u>33,226</u>	<u>547,700</u>	<u>94 %</u>	<u>514,474</u>
Excess (deficiency) of Revenue over Expenditures	71,011	71,011	696,500	(90)%	(625,489)
OTHER FINANCING SOURCES (USES)					
Transfer Out	(62,212)	(62,212)	(770,100)	(92)%	707,888
Other Uses	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	<u>(62,212)</u>	<u>(62,212)</u>	<u>(790,100)</u>	<u>(92)%</u>	<u>727,888</u>
NET CHANGE IN FUND BALANCE	<u>8,800</u>	<u>8,800</u>	<u>(93,600)</u>	<u>(109)%</u>	<u>102,400</u>
BEGINNING FUND BALANCE	121,128	121,128	110,500	10 %	10,628
ENDING FUND BALANCE	<u>129,928</u>	<u>129,928</u>	<u>16,900</u>	<u>669 %</u>	<u>113,028</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
442 - Sewer CIP Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	8,842	8,842	28,200	(69)%	(19,358)
Miscellaneous Revenues	322	322	788,000	(100)%	(787,678)
Total REVENUES	<u>9,164</u>	<u>9,164</u>	<u>816,200</u>	<u>(99)%</u>	<u>(807,036)</u>
EXPENDITURES					
Capital Outlay	0	0	864,000	100 %	864,000
Debt Service	0	0	694,600	100 %	694,600
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>1,558,600</u>	<u>100 %</u>	<u>1,558,600</u>
Excess (deficiency) of Revenue over Expenditures	<u>9,164</u>	<u>9,164</u>	<u>(742,400)</u>	<u>(101)%</u>	<u>751,564</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	57,000	57,000	695,000	(92)%	(638,000)
Total OTHER FINANCING SOURCES (USES)	<u>57,000</u>	<u>57,000</u>	<u>695,000</u>	<u>(92)%</u>	<u>(638,000)</u>
NET CHANGE IN FUND BALANCE	<u>66,164</u>	<u>66,164</u>	<u>(47,400)</u>	<u>(240)%</u>	<u>113,564</u>
BEGINNING FUND BALANCE	523,981	523,981	541,000	(3)%	(17,019)
ENDING FUND BALANCE	<u>590,145</u>	<u>590,145</u>	<u>493,600</u>	<u>20 %</u>	<u>96,545</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
451 - Storm Water Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	7,902	7,902	104,700	(92)%	(96,798)
Miscellaneous Revenues	<u>2</u>	<u>2</u>	100	(98)%	(98)
Total REVENUES	<u>7,904</u>	<u>7,904</u>	<u>104,800</u>	<u>(92)%</u>	<u>(96,896)</u>
EXPENDITURES					
Personnel Services	2,205	2,205	28,900	92 %	26,695
Materials & Services					
Supplies	82	82	2,200	96 %	2,118
Professional Services	0	0	5,900	100 %	5,900
Travel & Training	43	43	400	89 %	357
Insurance	0	0	600	100 %	600
Regulatory Requirements	0	0	100	100 %	100
Utilities	26	26	600	96 %	574
Repairs & Maintenance	109	109	2,400	95 %	2,292
Interfund Services	1,141	1,141	13,700	92 %	12,559
Other Materials & Services	<u>0</u>	<u>0</u>	<u>400</u>	<u>100 %</u>	<u>400</u>
Total Materials & Services	<u>1,401</u>	<u>1,401</u>	<u>26,300</u>	<u>95 %</u>	<u>24,899</u>
Total EXPENDITURES	<u>3,605</u>	<u>3,605</u>	<u>55,200</u>	<u>93 %</u>	<u>51,595</u>
Excess (deficiency) of Revenue over Expenditures	<u>4,298</u>	<u>4,298</u>	<u>49,600</u>	<u>(91)%</u>	<u>(45,302)</u>
OTHER FINANCING SOURCES (USES)					
Transfer Out	0	0	(54,200)	(100)%	54,200
Other Uses	<u>0</u>	<u>0</u>	<u>(5,000)</u>	<u>(100)%</u>	<u>5,000</u>
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>(59,200)</u>	<u>(100)%</u>	<u>59,200</u>
NET CHANGE IN FUND BALANCE	<u>4,298</u>	<u>4,298</u>	<u>(9,600)</u>	<u>(145)%</u>	<u>13,898</u>
BEGINNING FUND BALANCE	9,889	9,889	10,100	(2)%	(211)
ENDING FUND BALANCE	<u>14,187</u>	<u>14,187</u>	<u>500</u>	<u>2,737 %</u>	<u>13,687</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
452 - Storm Water CIP Fund
From 7/1/2016 Through 7/31/2016
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	1,572	1,572	12,000	(87)%	(10,428)
Miscellaneous Revenues	132	132	200	(34)%	(68)
Total REVENUES	<u>1,704</u>	<u>1,704</u>	<u>12,200</u>	<u>(86)%</u>	<u>(10,496)</u>
EXPENDITURES					
Capital Outlay	0	0	234,000	100 %	234,000
Debt Service	0	0	23,700	100 %	23,700
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>257,700</u>	<u>100 %</u>	<u>257,700</u>
Excess (deficiency) of Revenue over Expenditures	<u>1,704</u>	<u>1,704</u>	<u>(245,500)</u>	<u>(101)%</u>	<u>247,204</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	42,000	(100)%	(42,000)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>42,000</u>	<u>(100)%</u>	<u>(42,000)</u>
NET CHANGE IN FUND BALANCE	<u>1,704</u>	<u>1,704</u>	<u>(203,500)</u>	<u>(101)%</u>	<u>205,204</u>
BEGINNING FUND BALANCE	206,463	206,463	206,600	(0)%	(137)
ENDING FUND BALANCE	<u>208,167</u>	<u>208,167</u>	<u>3,100</u>	<u>6,615 %</u>	<u>205,067</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: _____

RECEIVED
AUG 22 2016
CITY OF DUNDEE

CITY AND COUNTY USE ONLY

Date application received: _____

The City Council or County Commission:

(name of city or county)

recommends that this license be:

- Granted
- Denied

By: _____ (signature) _____ (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: MH

Date: 5/5/14

90-day authority: Yes No

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

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

① CAL ERATH ③ _____

② _____ ④ _____

2. Trade Name (dba): DOG ZIN HEAT DUNDEE, OR YAMHILL Co.

3. Business Location: 875 N Hwy 99 (36) OR 97115
(number, street, rural route) (city) (county) (state) (ZIP code)

*4. Business Mailing Address: 414 S. COLLEGE ST. NEWBERG OR 97132
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 971 217 1730 * 414 S. COLLEGE NEWBERG
(phone) (fax) 97132

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: _____
(manager must fill out an Individual History form)

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

11. Contact person for this application: CAL ERATH 971 217 1730
(name) (phone number(s))
414 S. COLLEGE NEWBERG 97132
(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 [Signature] Date 3/11/16 ③ _____ Date _____

② _____ Date _____ ④ _____ Date _____



OREGON LIQUOR CONTROL COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: CAL ERATH Phone: 971 217 1730

Trade Name (dba): DOG ZIN HEAT

Business Location Address: 875 N HWY 99 W

City: DUNSMIRE ZIP Code: 97115

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	<u>12</u>	to	<u>6</u>
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	

Outdoor Area Hours:

Sunday	_____	to	_____
Monday	_____	to	_____
Tuesday	_____	to	_____
Wednesday	<u>N/A</u>	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: _____

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: _____
- N/A

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: 15' x 12'

Lounge: _____ Other (explain): STANDING ONLY

Banquet: _____ Total Seating: _____

OLCC USE ONLY	
Investigator Verified Seating:	<u>X</u> (Y) _____ (N)
Investigator Initials:	<u>MA</u>
Date:	<u>5-10-16</u>

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

Applicant Signature: _____ Date: 5/11/16

1-800-452-OLCC (6522)

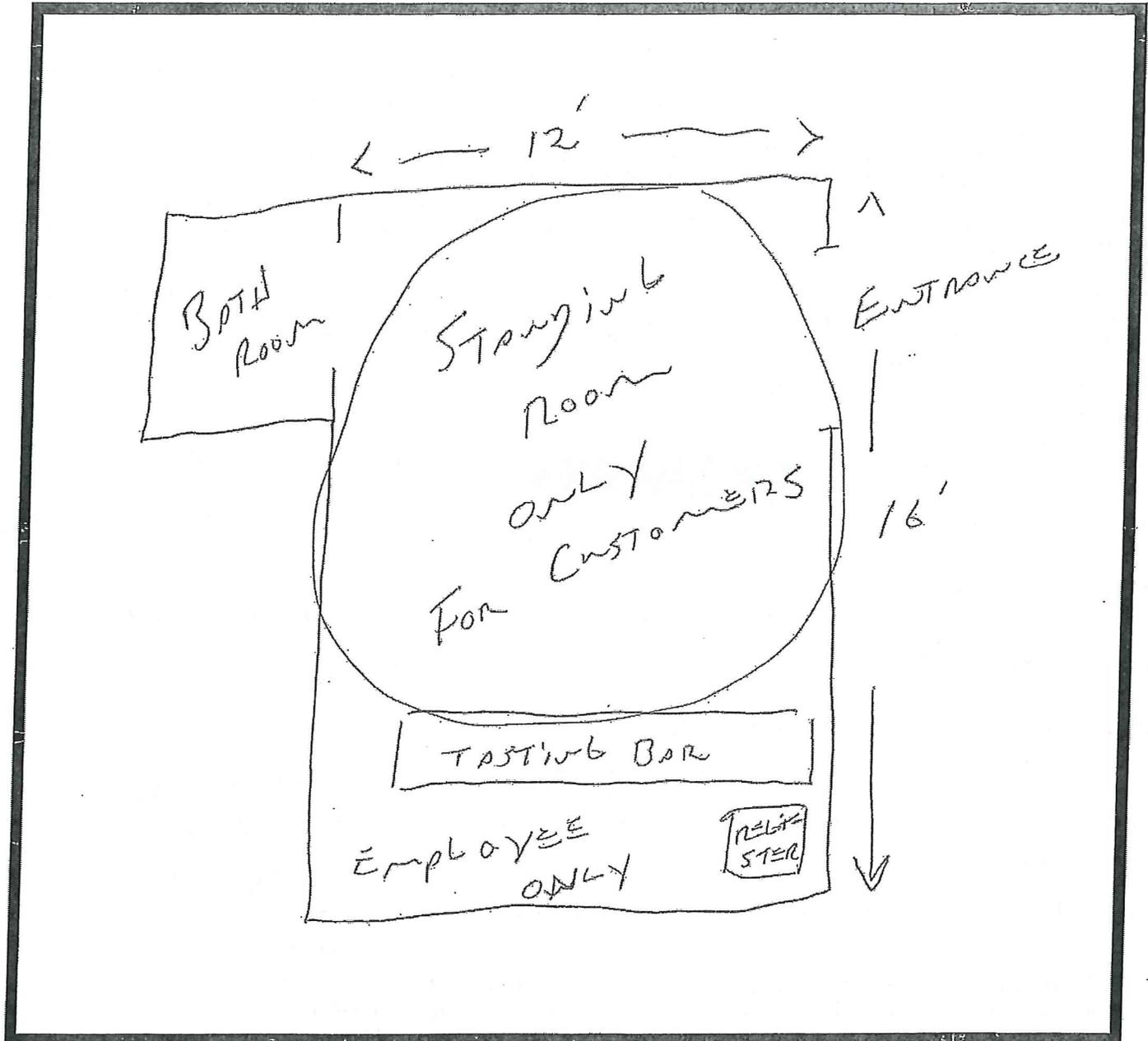
www.oregon.gov/olcc

(rev. 12/07)



OREGON LIQUOR CONTROL COMMISSION FLOOR PLAN

- **Your floor plan must be submitted on this form.**
- Use a separate Floor Plan Form for each level or floor of the building.
- The floor plan(s) must show the specific areas of your premises (e.g. dining area, bar, lounge, dance floor, video lottery room, kitchen, restrooms, outside patio and sidewalk cafe areas.)
- Include all tables and chairs (see example on back of this form). Include dimensions for each table if you are applying for a Full On-Premises Sales license.



Applicant Name: CAL ERATH
 Trade Name (dba): DOG ZIN HEAT
 City and ZIP Code: DUNDEE 97115

..... OLCC USE ONLY.....
 MINOR POSTING ASSIGNMENT(S)
 Date: N/A 5/16/16 Initials: ME

1-800-452-OLCC (6522)
www.oregon.gov/olcc

(rev. 09/12)



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY

1. Trade Name DOG ZIN HEAT 2. City DUNDGE
3. Name ERATH CAL EDWARD
4. Other names used (maiden, other)
5. *SSN - - - 6. Place of Birth CA 7. DOB - - - 8. Sex M/F/O

*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 # [Redacted] 10. State OR
11. Residence Address 414 S. College NEWBERG 9713
12. Mailing Address (if different)
13. Contact Phone 971 271730 14. E-Mail address (optional)
15. Do you have a spouse or domestic partner? Yes No

OSP/DMV
Search Completed
MAY 06 2016

16. If yes to #15, will this person work at or be involved in the operation or management of the business?
17. List all states, other than Oregon, where you have lived during the past ten years:
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?
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?

20. Trade Name DOL ZIN HEAT 21. City DUNGE

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: 3/11/16

Kennedy/Jenks Consultants
Engineers & Scientists

421 SW Sixth Ave., Suite 1000
Portland, Oregon 97204
Phone: 503-423-4000
Fax: 503-295-4901

1 September 2016

Mr. Rob Daykin
City Administrator
City of Dundee
620 SW 5th Street
P.O. Box 220
Dundee, OR 97115

Subject: Presentation of Request for Quote
Sewer Repair Project
K/J 1291017*15

Dear Mr. Daykin:

The City of Dundee (City) has contracted with C-More Pipe (Contractor) for trenchless repairs of the City's sewer collection system under the project titled Dundee Sewer Repair Project. The trenchless scope of work includes nine sewer line defects and three bid alternate sewer line defects. The bid alternates were identified as private sewer laterals with defects at the City sewer main.

During presentation of the Contractor's bid and subsequent discussion of the scope of work at the July 19th Council meeting, I noted there were other lateral connections that were identified during the CCTV inspections that were not included in the Contractor's current scope of work. City Council requested a quote from the Contractor be provided for repair of these other identified defects.

The attached spreadsheet documents the scope of work document provided to the Contractor for the request for quote. This includes:

- 4 mainline to lateral repairs – locations where the defect is at the connection from the lateral to the mainline. Repair method is Lateral Grout
- 4 inside lateral repairs – these are locations where the defect is within the first 3-4 feet inside the lateral. These are within reach of the trenchless injection grouting equipment and the repair is Lateral Grout.
- 4 mainline defect repairs – these are the last of the mainline defects catalogued by the CCTV report. Repair method is 8"x24" cured in place pipe (CIPP).

Mr. Rob Daykin
City of Dundee
1 September 2016
Page 2

- 1 location where significant root infiltration is identified. The exact defect location is not known, but is anticipated to require an 8" x 24" long CIPP repair. The Contractor has quoted this cost and a Time and Materials cost of \$250/hr for root removal followed by time to identify the defect location. City staff have investigated the source of the roots and believe the roots were from a tree which was located in the City's Right of Way. The tree has been removed and per the recommendation of City staff, this repair should be the responsibility of the City.

The Contractor has quoted the Lateral Grout repairs at \$375 each and the CIPP repairs at \$1,500 each plus \$700 in mobilization and overhead and profit. For reference, the same types of repairs were quoted at \$520 and \$1,625, respectively, in the base bid. These costs included the mobilization and overhead and profit.

One point of clarification; on the cost proposal provided by C-More, the CIPP defect repair identified at repair location 12' from upstream of MH 104 was included as defect A-2a on their base bid. We are clarifying this with C-More and have removed it from the summary spreadsheet and totalized cost proposed for this Change Order.

Recommendation:

After reviewing the quote, the unit costs are inline with the costs used during C-More's base bid. We have identified the severity of the locations and believe there is value in correcting these identified defects. Therefore, Kennedy/Jenks recommends the City approve Change Order #1 in the total amount of \$11,200. We also believe it is prudent to remove the roots identified on Elm Street and recommend City Council include in the Change Order approval for this additional scope of work on a Time and Materials cost basis at the rate of \$250/hour.

The contractor is scheduled to begin work the week of September 26th. They are currently awaiting direction for this additional scope of work so they can schedule the necessary personnel appropriately. While it would be good to provide them direction at this time, if there are questions or further discussion needed prior to Council action, I will be at the September 20th City Council Meeting and could address those at that time. I do not believe this would impact the current construction schedule.

If you'd like any additional information or have questions, please contact me at your convenience if you would like to discuss further.

Very Truly Yours,
KENNEDY/JENKS CONSULTANTS



Michael Humm, P.E.

cc: Alan Mustin, City of Dundee
Preston Van Meter, Kennedy/Jenks

Quote for: City of Dundee CIPP Repairs - Alternate Items

Location	US MH	Defect	Repair Location	Repair	Cost	Reference
11th St.	93	Leak at wye	153'	Lateral Grout	\$375	Page 1
11th St.	93	Leak at wye	194'	Lateral Grout	\$375	Page 1
11th St.	93	Leak (gusher) at wye	212'	Lateral Grout	\$375	Page 1
Cedar St.	262	Leak first joint in lateral	79'	Lateral Grout	\$375	Page 1
Cedar St.	262	Leak first joint in lateral	183'	Lateral Grout	\$375	Page 2
Linden Ln	104	Leak at joint	25'	8"x24" CIPP Patch	\$1,500	Page 2
Linden Ln	104	Leak at wye	12'	Lateral Grout	\$375	Page 2
Linden Ln	104	Leak at joint		8"x24" CIPP Patch	\$1,500	Page 2
Maple St.	17.1	Leak at joint	200'	8"x24" CIPP Patch	\$1,500	Page 2
Parks St.	14	Leak at wye	150.4'	Lateral Grout	\$375	Page 3
SE Edwards	59	Leak at wye	330'	Lateral Grout	\$375	Page 3
SE Elm St.	50	Hole	103.2	8"x24" CIPP Patch	\$1,500	Page 3
SE Elm St.	51	Roots at joint	150'	8"x24" CIPP Patch	\$1,500	Page 3
SE Elm St.	51	Pin Hole	179	Cut Roots	\$250/hr.	Page 4
SE Elm St.	51	Pin Hole	179	8"x24" CIPP Patch	\$1,500	Page 4
Total					\$12,000	\$10,500
Mobilization					\$700	
Grand Total					\$12,700	\$11,200

This defect was included under Defect A-2a under C-More base bid. This has been removed from CO #1 scope of work and proposed budget

modification by MDH. 9/1/16

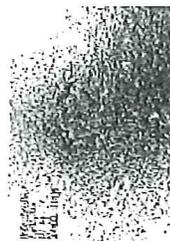
C-More Pipe Services
 PO Box 69
 Rickreall, OR 97371

City of Dundee
Sewer Trenchless Repair Project 2016
Request for Quote #1: Additional Sewer Repairs

LOCATION	US MH	DS MH	DIA	LENGTH	STA	REK	COMMENTS	REPAIR	COST
11th St	93	92	8	257	153	High	Active minor leak at main/lateral connection. Leaks nearly 360 deg around the joint.	Lateral grout	\$375
11th St	93	92	8	257	184	High	Active weeper at main/lateral connection	Lateral grout	\$375
11th St	93	92	8	257	212	High	Active gusher at main/lateral connection	Lateral grout	\$375
Cedar St	262	23	8	229	79	In Lateral	Appears at 150 ft on video. Leak is at first joint inside the lateral.	Lateral grout	\$375
Cedar St	262	23	8	229	183	In Lateral	Appears at 45 ft on video. Leak is at first joint inside the lateral.	Lateral grout	\$375
Linden Lane	104	103	8	202	25	Low	Appears at 177 ft in video. Assumption is based on staining at joint. No visible active leak, but the camera didn't do a close up of the entire stained area. J1	8'x24" CIPP Patch	\$1,200

Linden Lane	104	103	8	202	12	In Lateral	Active runner at wyehahn connection @ 7:00. This is right at the opening to the lateral.	Lateral grout	\$275	
Maple St	17.1	17	8	201	200	High	Leak at change in material joint.	8'x24" CIPP Patch	\$1,500	
Park St	14	11	15	326	150.4	High	See second half of video. Active runner at wyehahn connection.	Lateral grout	\$275	
SE Edwards Rd	59	55	8	401	330	In Lateral	Appears at 7:0 in video. Leak is in first joint in lateral.	Lateral grout	\$275	
SE Elm St	50	49	8	292	103.2	Low	Frontier said this wasn't their ally. Dialled at 3:00. No apparent ISI or staining.	8'x24" CIPP Patch	\$1,500	
SE Elm St	50	49	8	292	150	High	Roots at material change joint. Camera unable to pass.	8'x24" CIPP Patch NOTE: Call roots @ 4500hr	\$1,500	

Se Elm St.	51	49	8	330	170	Med				\$1,500
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No apparent heaving, but large stain is visible. Defect at 2:00. There may be additional cracking in the stained area, but the camera does not zoom in.

18" x 24" CIPP Patch

SUBTOTAL \$10,500
MOBILIZATION \$700
GRAND TOTAL \$11,200

REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: August 26, 2016
Re: Fence Permit and Requirements

Resolution No. 08-14, requiring a permit to construct a fence, was adopted as a means to review fence construction plans by staff prior to its installation to help avoid conflicts with Code requirements. Staff feels the permit requirement is particularly helpful for ensuring compliance with vision clearance for fences located near street corners and driveways. However, there are no sanctions for a person constructing a fence without the required permit and at this point obtaining a fence permit relies on “voluntary” compliance. Fence permits are not very common, but those cities that do require a fence permit include that provision in their codes that establish the fence standards.

Another concern that was raised at the August 2 council meeting was the use of barb wire and electric fences. It is not uncommon for cities to allow their use for security or containment of livestock for specific zones. In Dundee, we allow these types of fences in the industrial, agricultural, and public zones. However, it would be appropriate to establish standards, such as setbacks from pedestrian ways or residential uses. Also, there are no fence height restrictions for the industrial, agricultural, and public zones.

Recommendation: Motion to direct the Planning Commission to review and recommend revisions to Section 17.202.050 Fence Standards in the Dundee Development Code including a requirement for a fence permit, restrictions on barb wire and electric fences, and fence heights in the industrial, agricultural and public zones.

Attachments:

- Resolution No. 06-14
- City of Dundee Fence Permit Application

CITY OF DUNDEE

RESOLUTION NO. 06-14

A RESOLUTION REQUIRING A PERMIT TO BUILD A FENCE

WHEREAS, the Dundee Development Code Section 2.209.09 regulates the building of fences, and;

WHEREAS, it is the City's desire to consult with property owners before a fence is erected to assure code requirements are met, and;

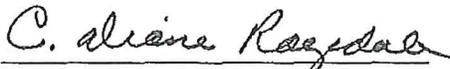
WHEREAS, the City currently has no fence permitting requirements, thus allowing potential code inconsistencies to occur that require remedial action by the City after construction has occurred, and;

WHEREAS, it is the desire to work with property owners prior to their building fences in order to avoid code violations.

Now, therefore, BE IT RESOLVED THAT:

The City Council hereby requires a Fence Permit prior to constructing or erecting a fence in the city limits of Dundee and that the applicant pay an administrative fee of \$20 per permit.

PASSED BY THE COUNCIL AND SIGNED BY THE MAYOR THIS 7TH day of August 2006.


C. Diane Ragsdale, Mayor

Attest: 
Eve Dolan
City Recorder



CITY of
DUNDEE
Oregon

PO Box 220
620 SW 5th Street
Dundee, Oregon 97115
503-538-3922

Permit Fee \$20.00

Receipt Number _____

Date Received _____

Fence Permit Application

Location of Fence:

Address: _____

Applicant Information:

Applicant's Name: _____ Phone No. _____

Mailing Address: _____

Do you own the property where the fence is being installed? Yes No – If not, please attach written permission from the property owner allowing the fence installation.

Is the fence going to be used to enclose a swimming pool? Yes No

Is the property a corner lot? Yes No

Please describe the Fence.

New Remodel / Replacement Height _____ Length _____

Materials (wood, chain link, etc.) _____

Using the attached graph paper, please draw a site plan of the property indicating proposed fence location, any existing fences on the property, setbacks, curbs, sidewalks, easements, etc.

The site plan must also show the vision clearance area as described in DMC 17.301.040.

By signing below, applicant acknowledges that they have read, and agrees to perform the described work in accordance with DMC 17.301.040 and DMC 17.202.050 attached to this application.

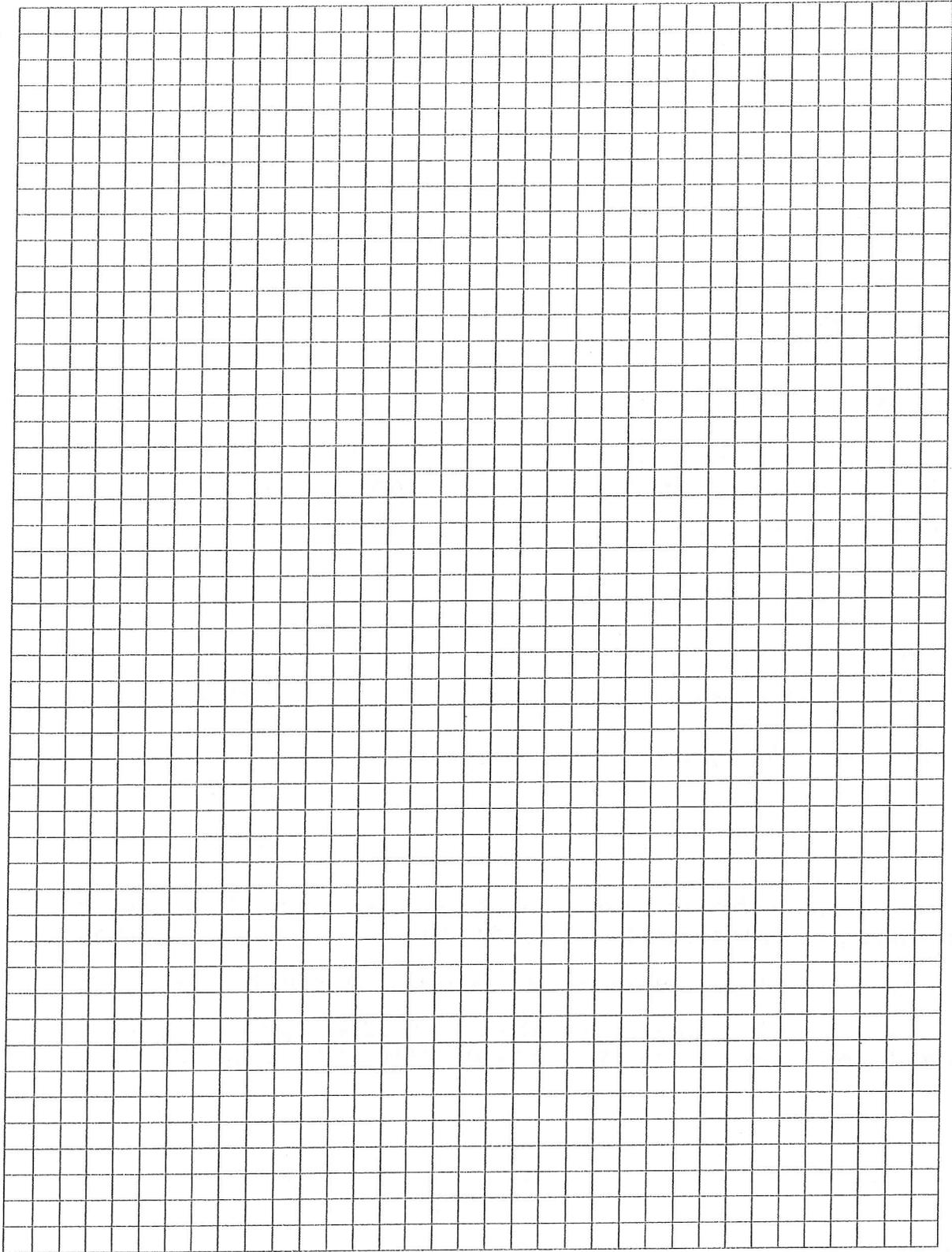
Signed _____ Dated _____

FOR OFFICE USE ONLY:

Public Works Approval _____

Planning Department Approval _____

Permit Issued by _____ Date _____



17.202.050 Fence standards.

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.
2. Electric fences and barbed wire fences in agricultural zones intended to contain or restrict cattle, sheep, horses or other livestock, and lawfully existing prior to annexation to the city, may remain.
3. Every fence shall be maintained in a condition of reasonable repair and shall not be allowed to become and remain in a condition of disrepair including noticeable leaning, missing sections, broken supports, nonuniform height, and uncontrolled growth of vegetation.
4. Fences shall comply with requirements of the clear vision area for streets and driveways.
5. In no instance shall a fence extend beyond the property line.
6. In the C and CBD zones, chain link fencing may not be used between a public street and a maximum setback line, with the following exceptions:
 - a. In the C zone, black fused and bonded vinyl coated chain link fencing may be used, subject to subsection (B) of this section.
 - b. In the CBD zone, black fused and bonded vinyl coated chain link fencing may be used if screened from view from the street by a sight-obscuring hedge of equal height, subject to subsection (B) of this section.

B. Fence Heights in Residential and Commercial Zones.

1. Fences in residential zones shall not exceed four feet in height in the required primary front yard setback, and six feet in height within secondary front, side or rear yard setback.
2. Fences and walls in the C and CBD zones shall not exceed four feet in height between a public street and the maximum front yard setback line (per DMC 17.202.030(B)) and six feet in height within a side or rear yard setback.
3. Fences in interior yards more than six feet in height shall meet the setback requirements in Table 17.202.030 for an accessory structure.

4. The fence height limits above include the height of soil berms under the fence or acting as a fence.
5. Vertical structural members such as posts or columns that are not wider than two feet and that are spaced not closer than eight feet (other than when located on either side of a gate or portal) and ornamental features on top of the posts or columns shall not be used in determining height.
6. If a variance has been granted to the fence height restriction, a building permit may be required prior to construction. [Ord. 534-2014 § 1 (Exh. A); Ord. 521-2013 § 3 (Exh. A)].

17.301.040 Vision clearance.

- A. Intent and Purpose. This section implements the transportation policies of the city of Dundee. It is intended to provide for transportation safety at street intersections, including driveway approaches.
- B. Applicability. This section applies to all uses of real property at all times.
- C. Clear Vision Area. Except as provided by subsection (D) of this section, every clear vision area shall be maintained at each access to a public street and on each corner of property at the intersection of two streets or a street and a railroad, pursuant to subsections (C)(1) through (4) of this section:
 1. No fence, wall, hedge, sign, or other planting or structure that would impede visibility between the heights of two feet and eight feet shall be established in the clear vision area.
Measurements shall be made from the top of the curb or, where no curb exists, from grade.
 2. Except as provided for single use residential driveways under subsection (C)(3) of this section, a clear vision area shall consist of a triangular area, two sides of which are right-of-way lines or a right-of-way line and access easement line. Where the lot lines have rounded corners, the right-of-way lines are extended in a straight line to a point of intersection and so measured. The third side of the triangle shall be a line connecting the non-intersecting ends of the other two lines.
 3. For single use residential driveways, the clear vision area shall consist of a triangular area, two sides of which are the curb line and the edge of the driveway. Where no curbs exist, the future location of the curb, based on future full street improvements, shall be used.

4. The following standards establish the required clear vision areas:

Type of Intersection	Measurement Along Each Lot Line or Drive Edge*
Controlled Intersection (stop sign or signal)	20 feet
Uncontrolled Intersection (60' right-of-way or more)	30 feet
Uncontrolled Intersection (less than 60' right-of-way)	40 feet
Commercial and Industrial District Driveways	20 feet
Residential District Driveways	10 feet
Alley (less than 25 feet wide)	20 feet

*Where there is an intersection of two or more streets of different right-of-way width, distance shall be measured along each respective lot line and shall conform to the minimum distances specified for each type street.

D. Exceptions. The following are allowed to be placed within a clear vision area notwithstanding the standards of subsection (C) of this section, provided they do not conflict with traffic safety or operations:

1. A public utility pole.
2. Telephone switch boxes, provided they are less than 10 inches wide at the widest dimension.
3. A tree trimmed (to the trunk) to a line at least eight feet above the grade of the intersection.
4. Plant species of open growth habit that are not planted in the form of a hedge and which are so planted and trimmed as to leave at all seasons a clear and unobstructed cross-view.
5. A supporting member or appurtenance to a permanent building lawfully existing.
6. An official traffic control device, including a warning sign or signal.
7. A place where the natural contour of the ground is such that there can be no cross-visibility at the intersection.
8. The post section of a pole sign when there are no more than two posts and any post is less than eight inches in diameter. [Ord. 521-2013 § 3 (Exh. A)].

**CITY OF DUNDEE
RESOLUTION NO. 2016-22**

A RESOLUTION SUPPORTING AN APPLICATION TO THE TRANSPORTATION AND GROWTH MANAGEMENT PROGRAM FOR A CODE ASSISTANCE GRANT TO DEVELOP A NEW RIVERSIDE DISTRICT ZONE TO IMPLEMENT THE RIVERSIDE DISTRICT MASTER PLAN

WHEREAS, The Oregon Transportation and Growth Management (TGM) program offers Code Assistance grants to help local governments identify and update regulations that promote efficient land use and transportation objectives. One of the selection factors for grant applications is projects that provide the opportunity to further a local plan that is consistent with TGM principles, including plans previously funded by TGM. The Riverside District Master Plan was a TGM funded project.

WHEREAS, 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.

WHEREAS, Dundee City Council initiated a proposed amendment to the Dundee Development Code for the new Riverside District Zone by motion on January 5, 2016. Development of the new Riverside District Zone is timely as development cannot occur in the master plan area until the Zone is created and adopted.

WHEREAS, the City should apply for a TGM Code Assistance grant to develop a new Riverside District Zone to implement the Riverside District Master Plan. If selected, TGM funding would become available in July 2017 for the project.

THE CITY OF DUNDEE RESOLVES AS FOLLOWS:

The City Council supports an application to the Transportation and Growth Management Program for a Code Assistance grant to develop a new Riverside District Zone to implement the Riverside District Master Plan. The City Administrator is authorized to negotiate and execute necessary contracts associated with any resulting awards from the grant application.

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: August 30, 2016

Re: OTIF Street Improvements Loan Amendment

In 2013 the City entered into a loan agreement with ODOT for improvements on selected local streets in the amount of \$284,000. The loan was obtained through the Oregon Transportation Infrastructure Fund (OTIF) and has a 20-year term with an annual interest rate of 2.54%. The project was divided into three phases as follows:

	<u>Segment</u>	<u>From</u>	<u>To</u>
Phase 1:	Locust Street	11 th Street	9 th Street
	11 th Street	Beech Street	Elm Street
	Maple Street	11 th Street	10 th Street
Phase 2:	2 nd Street	Alder Street	Walnut Avenue
	Alpine Street	Ione Street	Viewmont Drive
	Brier Street	1 st Street	Viewmont Drive
	Hemlock	3 rd Street	1 st Street
	Laurel Street	1 st Street	Viewmont Drive
	Linden Lane	9 th Street	7 th Street
Phase 3:	1 st Street	Alder Street	Walnut Avenue
	Canyon Drive	1 st Street	North End
	Locust Street	7 th Street	5 th Street
	8 th Street	Edwards Drive	Locust Street
	Beech Street	11 th Street	10 th Street

Phase 1 and Phase 2 were completed in 2013 and 2014 respectively, and the City drew \$205,000 on the loan for those street improvements. Phase 3 was delayed and put out to bid earlier this year along with the Dogwood Drive project, which was partially funded with a Special City Allotment (SCA) grant. However, the bids came in much higher than the City Engineer's estimate and the Council made the decision to not award Phase 3 work. The current OTIF loan expires December 1, 2016, and the Council decided to close out the loan and repackage Phase 3 work for next year with a new OTIF loan application.

Following discussion with the OTIF loan administrator, another option came up that would help the City with cash flow when we start on the sidewalk/streetscape project. Since the Dogwood Drive project was much higher than estimated in the original 2013 application, and since we are incurring greater costs than anticipated in accommodating the future undergrounding of overhead utilities in the sidewalk/streetscape project, I recommend that we amend the current OTIF loan project description to replace Phase 3 work with the Dogwood Drive project. That will allow us to take one additional draw on the current OTIF for the difference between the cost of the related street improvements (estimated at \$115,000) and the \$50,000 SCA grant.

Recommendation: Motion to authorize the city administrator to execute an amendment to the OTIF loan agreement to include the Dogwood Drive project as eligible work.