



CITY OF DUNDEE
CITY COUNCIL MEETING
Fire Hall Community Room

801 N. Highway 99W, Dundee, OR 97115
City Hall Phone: (503) 538-3922 Website: www.DundeeCity.org

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

MAY 21, 2019 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. Councilors will generally not respond to comments except to ask clarifying questions. Council may direct concerns raised by the speaker to the City Administrator or place the issue of concern on the agenda for Council discussion.
5. Presentation: SEDCOR, Abisha Stone
6. Consent Agenda: The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member (or a citizen through a Council member) so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Agenda.
 - 6.1 City Council Minutes, May 7, 2019 Pages 1-8
 - 6.2 Financial Report Ending April 30, 2019 Pages 9-30

Action Required: Motion to Accept the Consent Agenda
7. Old Business:
 - 7.1 Dundee Community Center Parking Lot Pages 31-36
Action Required
 - 7.2 City Utility Rate Review Pages 37-42
Discussion
 - 7.3 Ninth Street Construction Design Pages 43-64
Discussion
8. New Business:
 - 8.1 PGE Street Light Options Pages 65-70
Discussion
9. Council Concerns & Committee Reports
10. Mayor's Report

11. City Administrator Report
12. Public Comment: Each speaker will be allowed up to 5 minutes to speak after being recognized by the Mayor. Out of courtesy for the speaker, please refrain from talking.
13. Adjourn

Pending Business:

1. Public Works
 - 1.1 Highway 99W Street Lighting
 - 1.2 ODOT Phase B Highway 99W Improvements
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
 - 2.4 Pending Type II or Type III Land Use Applications:
 - 2.4.1 (none)
3. City Council
 - 3.1 Update SDC Methodologies
 - 3.2 LID 2013-01 Final Assessment Ordinance
 - 3.3 Storm Drain Master Plan Update
4. Parks & Trails
 - 4.1 Harvey Creek Trail Property Rehabilitation
 - 4.2 WWTP Nature Park
5. Next Available Ordinance & Resolution No's.
 - 5.1 Ordinance No. 570-2019
 - 5.2 Resolution No. 2019-01

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 Administrative Assistant at City Hall (503) 538-3922.

**CITY COUNCIL MEETING
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City of Dundee
City Council Meeting Minutes
May 7, 2019

Call to Order

Mayor David Russ called the meeting to order at 7:01 P.M.

Council and Staff Attendance

Present: Mayor David Russ; Council President Tim Weaver (7:15 pm); Councilors Jeannette Adlong, Patrick Kelly; and Ted Crawford. Absent: Councilors Storr Nelson and Kristen Svicarovich. Staff members: Rob Daykin, City Administrator; Tim Ramis, City Attorney; John Stock, Fire Chief; Melissa Lemen, Administrative Assistant; and Beth Tint, Firefighter.

Public Attendance

Mike Henry, HBH Consulting Engineers; Chris Lee; Bailey Lee; Todd Dallof, Volunteer Firefighter; Amy Hanifan; Lars Johansson; Erin Harris; Taylor Harris; and Shani Kahnadooian.

Agenda Changes

None.

Public Comment

None.

Presentation: If I Were Mayor Contest Award Presentations

Mayor Russ voiced appreciation to those who participated in the annual contest. He discussed the judging process and the fact that the first place winner will then compete in the contest at the State level. M. Russ announced that the third place winner was Emma Wenks, though she was not present to receive her \$25 gift card award. The second place award was presented to Taylor Harris, along with a \$50 gift card. The first place winner, Bailey Lee, was recognized and presented with a \$100 gift card. Bailey's entry will be submitted for the State level contest. Councilor Crawford noted that approximately five years ago a student from Dundee won the State contest.

Consent Agenda

A **motion** was made and seconded to approve Consent Agenda Item 6.1 City Council Minutes, April 16, 2019. **The motion** passed unanimously.

Old Business

2019 Street Improvement Projects

City Engineer Reid discussed that the City recently received the executed Small City Allotment grant agreement from ODOT, and will be looking to go out for bid for the improvements as soon as possible. In addition to Charles Street funded with the SCA grant, other street paving is recommended. He discussed that the first street considered was Cedar Street. He noted that Councilor Storr Nelson also reviewed the street projects considered. The details of the SE Cedar Street recommendation were discussed in detail, as outlined in C.E. Reid's memo on page 9 of the agenda packet. C. Adlong inquired as to whether or not complete removal and replacement would include curbs as well to which C.E. Reid indicated that it does not, though it does include replacing the existing street width of 16 feet. C.E. Reid noted that part of the project includes placing asphalt at the 10 foot approaches to the driveways, though the City is not currently

planning to widen the street to the full TSP width with curbs and sidewalks due to lack of funding. The SE Beech Street improvement recommendation involving a grind and overlay was discussed in detail. C.E. Reid discussed that the proposed SE Locust Street improvement is a continuation of the work already completed. Discussion ensued and the recommendation was explained in detail. C. Adlong inquired as to whether there would be room for any kind of a lane for walking for pedestrian safety to which C.E. Reid indicated that at this time that has not been reviewed. He explained that one street that might be able to be considered for that possibility would be Locust Street as there are sidewalks along one side from Fifth Street to Eighth Street now. He pointed out that having some pedestrian connectivity across town would be a good idea. Additional discussion ensued and he noted that once bids for the work are received it would better be able to be determined whether this might be an option, though noted that if bids were favorable consideration was going to be given to trying to get more repair work done possibly on Seventh Street. A striped walking area was noted to require likely 4 feet of space, which would also restrict parking along that side of the street. C.A. Daykin pointed out that a lot of the discussed streets are narrower than traditional two-lane roads; at least 20 feet for two lanes would be ideal if part were going to be dedicated for pedestrian use. C.A. Daykin also pointed out that there are better safer solutions for pedestrian traffic than designated street lanes. C.E. Reid discussed that proposed improvements for SE 8th Street, and explained that given that a similar type of repair is required in this area with removal of the existing asphalt surface and subsurface work prior to paving. Since Beech Street will involve grinding, it makes more sense to defer that work to next year along with other streets requiring similar grind and overlay treatments.

C.E. Reid discussed that in anticipation of doing some slurry seal work in recommended areas, repair work will need completed in areas of poor subgrade or in areas of heavy alligator cracking. The recommended 2019 Street Repair Areas were noted to be listed in priority and were briefly discussed. The map on page 11 was discussed and questions were answered. M. Russ inquired as to what the total amount of square feet of repair work is being proposed to which C.E. Reid indicated that he though he does not know the answer at this time he could easily provide it.

C. Crawford inquired as to whether or not there used to be a requirement for the grant funds that required sidewalks or some type of pedestrian improvements be made as well. C.A. Daykin discussed that this SCA Grant is for street improvement along with some safety improvements along Neiderberger where a ditch will be filled in though it won't be a paved or sidewalk surface. Additional discussion ensued and C.A. Daykin explained that if safety improvements are provided more points are scored under their scoring criteria for grants; he confirmed that on this grant request no curbs or sidewalks were proposed to be done. C.A. Daykin discussed that the funding of these projects is available in the fiscal year budget for next year, totaling \$473,000 in appropriations, \$100,000 of which is being funded with an SCA Grant with \$373,000 coming from accumulated savings in the Street CIP Fund from the State excise tax as well as the local gas tax. He discussed that the City is also using part of the loan proceeds that otherwise were used for the LID; the City expects a greater percentage of the owners paying off those loans which would then free up that loan capacity for these types of projects. He noted that these types of loans have been used before in a substantial way for getting these very expensive projects underway. C. Crawford inquired as to whether only one bid will cover all of the work to which C.E. Reid confirmed and noted to be approximately 37,000 square feet (not including the driveways). The consensus of Council was to move forward with putting the work out for bid, which will then be brought back for Council's consideration of award at a future meeting.

Ordinance No. 569-2019, Department Head Hiring

A **motion** was made and seconded to adopt Ordinance No. 569-2019, an ordinance relating to hiring of department heads and amending Section 2.12.030 of the Dundee Municipal Code. **The motion** passed unanimously.

YCOM Fire Department Dispatch Proposal

C.A. Daykin provided a brief overview of his agenda report on page 15 of the packet. He discussed that YCOM presented a proposal which was too costly for the City of Dundee to accept. M. Russ inquired as to what he and Chief Stock were hoping to gain by opening the conversation with YCOM to which Chief Stock indicated that the intent was to unite with the other fire services in Yamhill County; to be operating and dispatching on the same frequency with the hope of consolidating the fire services in Yamhill County in the future. He voiced that his hope had been that the quote would have come out much differently than what was submitted. Chief Stock also noted that the Department is faced with a large financial need for new radios once the 800 system goes digital because they have no radios currently that can go digital; it could cost in the range of \$350,000 to obtain radios though the prices are becoming more competitive. Detailed discussion regarding radios ensued. Chief Stock noted that a grant request has gone out and that some funds have been set aside for some radios for the next budget cycle which will help. Chief Stock noted that they currently have received a large donation of radios to talk on the County system with the hope that the Department would be moving over; those radios are at a fraction of the cost of even what the lowest base model digital 800 radios cost. He explained that there will still be a need for the Department to talk to Newberg on the 800 system; a dual band system is also an option (two operating frequencies on the same radio). Additional discussion ensued. C. Crawford discussed concerns with costs associated with the YCOM proposal. C.A. Daykin discussed that one conversation he and the Chief had was that if it was eminent that YCOM would need to have another dispatcher, it would only be a matter of time when the incremental growth in their own calls would trigger that need; by the time the Study is completed it is C.A. Daykin's hope that the City will be in a better position to understand the current and emerging needs of the Department. He discussed that it will take some time if the Department does go through any kind of consolidation process. C.A. Daykin pointed out that there is still time left before the City would need to make that ultimate decision regarding dispatch with the WCCCA digital system anticipated going live July 2020 or later. As far as the amount of money set aside in the budget, C.A. Daykin discussed that those funds don't need to be expended immediately.

New Business

Duty Officer Pay

C.A. Daykin discussed the information contained in his agenda report on page 17. He discussed that he agrees with Chief Stock and that it seems appropriate to increase the Duty Officer pay as indicated. Additional discussion ensued and C.A. Daykin explained that at one time the City of McMinnville had a Duty Officer pay program (though not any longer) which was offered on an hourly basis at \$2.50 per hour which is somewhat the basis of shifting it from 8 hours of straight pay per month to 16 hours per month based on the number of shifts being covered. Chief Stock discussed that the Senior Staff that's been helping in the Volunteer ranks are retiring from the Department, and thus the paid Staff is being relied up on more to help after hours and on weekends. He pointed out that soon the need to hire additional Staff for needed supervision and leadership will be eminent. **A motion** was made and seconded to authorize an increase to Duty Officer standby pay from 8 hours of straight time per month to 16 hours of straight time per month, effective retroactively to May 1, 2019. **The motion** passed unanimously.

Conflagration Reimbursement Adjustment

C.A. Daykin reviewed that there are a number of Fire Department Volunteers that respond to major fire events (conflagrations) on a volunteer basis in Oregon as well as out of State. It was noted that Chief Stock gets preapproval for this and after the event the costs are tallied and reimbursement sought for the time and equipment used for the event. C.A. Daykin discussed

details pertaining to the reimbursement rate for the volunteers and equipment, as well as the City policies regarding reimbursement once received from the State of Oregon (see agenda report beginning on page 19). Details surrounding the proposal of paying additional earnings of \$3,824.82 to volunteers participating in 2017 and 2018 conflagration events were discussed in detail. The \$3,824.82 represents the employer payroll cost of the volunteers' earnings that would otherwise be provided to the volunteers and the recommendation is to use the reimbursement from equipment used in the conflagration events to redistribute this amount to the volunteers. C.A. Daykin pointed out the moving forward the City now has the knowledge that the fully loaded hourly rate, including employer payroll costs, can be requested from the State for future events, so this situation will not repeat itself. C. Weaver discussed his support of the volunteers receiving the proposed funds. A **motion** was made and seconded authorizing payment of additional earnings of \$3,824.82 to volunteers participating in 2017 and 2018 conflagration events. **The motion** passed unanimously.

Outside Water Service Expansion

Mike Henry, HBH Consulting Engineers, introduced himself and explained that he is present tonight representing Saj Jivanjee, owner of the Fox Farm RV Park which is being built just outside of Dundee. He discussed some of the details of the project including the anticipated amenities. Henry provided Council with an additional detailed map of the property showing the connectivity of the property to local winery tasting rooms, including downtown Dundee. He discussed their request of the City to authorize some additional water to the property even though it is outside of the City limits. Henry pointed out that once the RV Park is completed it will provide financial benefit to the City; guests will be staying in close proximity to Dundee and are anticipated to frequent local restaurants and wineries. He discussed that there are three criteria within the City ordinance relating to whether or not water can be provided. Henry discussed that they recently completed a Study on an RV park in Silverton, OR, which was a Study that DEQ required to determine sewage flow for the park. He explained that sewage and water flow in RV parks are very similar as water use is limited to use inside the RV; there would be no irrigation use, washing vehicles, etc. C.A. Daykin explained that a gray water system is planned to be used for irrigation purposes. Henry discussed that the sewer system will be a state-of-the-art facility which will produce a Class A affluent which will be stored and used for irrigation. Henry discussed that their analysis was based on Silver Spur RV Park and what it showed is that the average park on a maximum day with 85% occupancy was calculated to use 4,926 gallons of water use per day; and a maximum month usage (at approximately 70% occupancy) of 3,492 gallons per day of water. Henry explained that they are proposing that this amount of water go through a 2 inch meter serving the property. C.A. Daykin discussed that the service is a 2 inch service line coming off of the main; if a 2 inch meter is placed it won't need to be improved all of the way to the main. Henry pointed out that their request isn't necessarily to increase the usage of water for their project, but to be able to utilize the service that was provided some time ago with the maximum demand shown when the property had an active nursery business. He explained that they may possibly be able to get some water from Hiland Water Company, though during peak demand they would utilize almost the entire summer flow that they have out of their well which they wouldn't be willing to provide. Henry pointed out that they do have a hardship and cannot build the RV Park without some help. C.A. Daykin discussed that using the water usage numbers provided in the Study and assuming an average of 1200 cubic feet per dwelling during peak month demand; he noted the proposed RV use to be equivalent to about 12 single family dwelling units. It was noted that the RV park will be a short-term stay park (1-5 days), and is being built to service the wine industry.

M. Russ discussed that the City had been providing water to a house on the property and the house has been removed. He explained that his interpretation of the criteria is that it requires

domestic use which he is unsure is the case with an RV Park. He pointed out that a single domestic use is being proposed to change to a dozen for an outside water source.

C.A. Daykin explained that this outside water service expansion is at City Council's discretion. Additional discussion ensued and C.A. Daykin discussed a similar situation on the property just north of the ARCO station. Henry pointed out that their proposal is for domestic use only for the RV units, though M. Russ pointed out that it's a commercial establishment. C. Crawford pointed out that domestic use does not equate with residential use. M. Russ discussed that he is not against leaving the operation as is with the continued service which has been provided, under the limitations which were established, but noted that a 2 inch line outside the City seems huge given that the City will barely be able to meet half of the capacity of the Riverside District as it builds out. C. Crawford inquired about whether or not a contingency can be placed if the City can no longer serve within the boundaries; C.A. Daykin discussed the regulation provided in the Code. He also pointed out that in the City's 20 year plan for the future more water supply is required to fully build out the current properties in the City's UGB. Additional detailed discussion ensued. C.A. Daykin pointed out that Council will have influence on properties in close proximity to the City of Dundee by becoming a water customer; revenues are received to help support expansion of the water system. C. Adlong offered discussion and indicated that she feels Council should consider granting the request with a few stipulations including a request to comply with the City lighting ordinance as well as compliance with other applicable ordinances deemed appropriate. C. Adlong inquired about the use of fire pits, to which Henry indicated would not be likely, and pointed out that if every site is provided a fire pit which is used, the smoke would descend on Dundee, which restricts outdoor burning. Henry indicated that they are willing to abide by not having fire pits. It was noted that the green strip on the provided map along Highway 99W will serve as a landscape strip which will provide a visual barrier to the RV's. C. Adlong discussed her belief that the RV Park should comply with Dundee's dark sky ordinance as well as the burning ordinance since they are practically part of Dundee. M. Russ voiced his opinion that there be a binding agreement that any additional lands acquired by the RV Park owners in the local vicinity also be subject to future annexation. Detailed discussion ensued. C. Crawford pointed out that the discussed Agreement reaches the boundaries of the discussed property only, and if they expanded to include another property then another Agreement would need to be established. C.A. Daykin offered clarification that the annexation only applies if the UGB is expanded to the area where it could be annexed. C.A. Daykin noted his belief that Four Graces Winery has two independent wells. Discussion ensued. C. Adlong inquired about whether if the RV Park comes to an end the Agreement would also end. C. Atty Ramis noted that it seems that the Code is completely discretionary of the Council; limitations could be placed. Detailed discussion ensued. It was also noted that the rates for water use above 550 cubic feet increase incrementally as an outside user. Detailed discussion ensued. C. Crawford inquired as to whether or not there will be permanently positioned RV's available for rental at the RV Park to which Henry replied that there will be none to his knowledge.

Lars Johansson, who works with Saj Jivanjee, introduced himself along with, Shani Kahnadooian, who indicated that he lives next door to the property and works at Four Graces. C. Adlong inquired about the possibility of guests walking along the back of Four Graces and connecting to the park. Kahnadooian discussed that they are planning to talk to the County about placing a crosswalk with flashing lights to allow for ease in pedestrians passing back and forth on Fox Farm Road, as well as aid in reducing the speed in this area. C. Crawford suggested that requesting a speed study for the area would be helpful as it is his belief that no one travels at 55 mph in that area; he suggested that if the traffic is going slower the speed limit could likely be signed at a lower level. Chief Stock supported the stipulation of a public fire hydrant for fire protection in the area. C.A. Daykin suggested that the owners of the RV Park as well as Four Graces should check with their insurance companies to find out what impact placing a hydrant

would provide. Henry offered that if the City indicated where the best location would be for a hydrant, and there is a main large enough to feed it, they would be happy to install it. C. Weaver voice support of the RV Park 2 inch water meter upgrade, with agreement of the stipulations, and noted that it seems to be a great improvement to the property. A **motion** was made and seconded to approve the request for expansion to a 2 inch meter serving the property at 9660 NE Fox Farm Road, including following the Dundee Burning Ordinance, the Dundee Exterior Lighting Ordinance, paying for the installation of one fire hydrant with location as determined by the City Engineer, and limited water usage to within 5% of the usage proposal with a final to be presented upon completion of construction. **The motion** passed with C. Weaver, C. Adlong, C. Kelly and C. Crawford voting in favor, M. Russ voting nay.

Council Concerns and Committee Reports

C. Crawford discussed that the City of Newberg recently hired a new Executive Director for their Tourism – Visit Newberg. He discussed that there will be a meet & greet event tomorrow with the Board Members of Visit Newberg, of which C. Crawford is an ex-officio Board Member. He explained that the plan is to work with the Executive Director jointly with marketing; the hope is to work on a contract for about \$35,000 a year to start for joint marketing with Newberg. Additional detailed discussion ensued.

With regard to the Taste of Dundee event, C. Crawford explained that the consensus of the Tourism Committee was to wait and discuss the event with the new Executive Director of visit Newberg in an effort to work together on a joint Taste of Dundee for 2020, and not to make any kind of offers yet to take ownership from the Chamber; there are still many unanswered questions. C. Crawford discussed that hiring an Event Director for the 2020 event could really assist in properly promoting and putting on a successful event.

C. Crawford discussed that this will be the last year that Chris Nagey, the race director, will be doing the Fueled by Fine Wine half marathon event. He explained Nagey is looking to sell the event to someone though it is his belief that she has not yet found someone. C. Crawford indicated that he suggested that whoever does the Taste of Dundee event could potentially organize the Fueled by Fine Wine event as well; discussion ensued. Additional discussion ensued regarding the Fueled by Fine Wine Event.

Mayor's Report

M. Russ inquired as to whether the City has yet gone out for bid on the highway lighting project to which C.A. Daykin indicated has not occurred. He discussed that the City has not yet received the specifications and plan sheets from ODOT's consultant, DKS yet. C. Crawford inquired as to whether or not there is any news on the forced undergrounding of laterals for the power. C.A. Daykin discussed that he had a conversation this afternoon with PGE; there will be a follow up meeting in Dundee. He explained that though they are moving in the right direction, unfortunately it's been awhile since PGE has engaged in the forced undergrounding process outlined by State law and the people who had are no longer with PGE and are re-learning all of the technical processes to make this work.

City Administrator's Report

C.A. Daykin discussed that Chief Stock did meet with Jim Omundson and Mr. Baldwin and his associates to discuss the next phase of improvements/repairs in the bay floors. He discussed that it appears that the City will need to commit to making the space available for three days without interference from the City. C.A. Daykin discussed that this will pose some challenges for Chief Stock.

C.A. Daykin discussed that the public hearing regarding the Riverside Code will be wrapping up with the Planning Commission. He explained that a workshop session with City Council is desired before the public hearing with City Council at the meeting on June 18, 2019. In talking with Planner Caines, she has indicated her belief that the work session will take approximately an hour. The consensus of Council was to meet at 6:00 pm on May 21, 2019 for a workshop session on the Riverside Code process prior to the regular City Council meeting which begins at 7:00 pm.

C.A. Daykin discussed that he, Planner Caines and C. Atty Ramis met with the two principle owners in the Riverside District Master Plan area, Stuart Lindquist and Rod Grinberg, and Kay Edwards, and had a pretty good conversation though there is a distinct possibility that the City will arrive at the hearing and not be in a position to take the kind of action that they would like to see. C.A. Daykin explained that he tried to stress upon them the importance of having a finance plan in place for the various significant public infrastructure components that are needed for their development when they move forward. He discussed that one of those public infrastructures is parks, and he referenced the two subareas (Subarea A (Edwards) & Subarea C (Lindquist)) which are west of the bypass. He reviewed that the policy of the Riverside Master Plan is that there should be one neighborhood park that serves the two residential areas of the two subareas. C.A. Daykin explained that he is still getting some push back on some of the design standards and some unique issues that have come out of that. Additional discussion ensued regarding some of the potential financing options which were discussed with the involved parties. C.A. Daykin explained that it seems that the preferred method to go with is a Development Agreement in which there four parties involved, the two major property owners, the City and CPRD. Once the appropriate land is provided by the owners, CPRD would then develop and maintain the park. C.A. Daykin discussed that CPRD indicated that they felt that this would be something they'd be willing to do. C.A. Daykin noted that he plans to attend their May 23rd CPRD Board meeting, along with C. Adlong, to reintroduce the idea and discuss any specific concerns they may have with the development of parks in the Riverside area. A report will be provided back to Council following the CPRD Board meeting.

Public Comment

Beth Tint, Dundee Firefighter, approached Council and read a prepared statement which has been added to the meeting records. Tint objected to inferences made at the prior council meeting that applicants for the Utility Worker II position are likely to be men. C.A. Daykin offered a point of clarification that the City will be looking at the qualifications of candidates that apply and indicated that he has no bias in the type of candidate who would be coming forward for the available public works Utility Worker II position.

The meeting was adjourned at 8:23 P.M.

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder

City of Dundee
Statement of Revenues & Expenditures
01-General Fund
From 04/01/2019 Through 04/30/2019
(In Whole Numbers)

UNAUDITED

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	7,059	696,257	707,900	-2%	(11,643)
Franchise Fees	0	130,715	152,600	-14%	(21,885)
Licenses & Permits	13,613	59,529	72,700	-18%	(13,171)
Intergovernmental Revenue	6,101	164,937	177,800	-7%	(12,863)
Charges for Services	18,156	213,751	228,400	-6%	(14,649)
Fines & Forfeitures	7,700	51,584	56,000	-8%	(4,416)
Miscellaneous Revenues	5,702	21,410	15,500	38%	5,910
Total REVENUES	58,331	1,338,184	1,410,900	-5%	(72,716)
EXPENDITURES					
General Govt	27,072	314,831	383,400	18%	68,569
Court	1,688	20,596	24,700	17%	4,104
Community Development	11,732	91,973	134,900	32%	42,927
Police Services	38,297	377,342	503,200	25%	125,858
Fire Services	53,805	389,232	497,300	22%	108,068
Total EXPENDITURES	132,594	1,193,974	1,543,500	23%	349,526
Excess (deficiency) of Revenue Over Expenditures	(74,264)	144,209	(132,600)	-209%	276,809
OTHER FINANCING SOURCES (USES)					
Transfers In	6,815	82,319	104,400	-21%	(22,081)
Transfers Out	0	0	(56,000)	-100%	56,000
Other Uses	0	0	(80,000)	0%	80,000
Total OTHER FINANCING SOURCES (USES)	6,815	82,319	(31,600)	-361%	113,919
NET CHANGE IN FUND BALANCE	(67,449)	226,528	(164,200)	-238%	390,728
BEGINNING FUND BALANCE	874,524	580,548	575,900	1%	4,648
ENDING FUND BALANCE	807,076	807,076	411,700	96%	395,376

CITY OF DUNDEE
Statement of Revenues and Expenditures
01 - Admin / Finance
001 - General Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	13,954	138,972	166,200	16 %	27,228
Personnel Benefits	7,620	74,614	90,000	17 %	15,386
Total Personnel Services	21,574	213,586	256,200	17 %	42,614
Materials & Services					
Supplies	241	2,984	4,200	29 %	1,216
Professional Services	2,055	47,106	54,800	14 %	7,694
Contractual Services	110	1,102	1,300	15 %	198
Travel & Training	1,296	10,773	18,100	40 %	7,327
Insurance	0	9,265	9,000	(3)%	(265)
Regulatory Requirements	0	775	800	3 %	25
Utilities	602	5,121	6,900	26 %	1,779
Repairs & Maintenance	788	6,576	8,800	25 %	2,224
Other Materials & Services	407	8,477	14,400	41 %	5,923
Total Materials & Services	5,498	92,179	118,300	22 %	26,121
Capital Outlay					
	0	9,066	8,900	(2)%	(166)
Total EXPENDITURES	27,072	314,831	383,400	18 %	68,569

CITY OF DUNDEE
Statement of Revenues and Expenditures
02 - Court
001 - General Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	761	8,139	9,400	13 %	1,261
Personnel Benefits	<u>630</u>	<u>6,304</u>	<u>7,700</u>	<u>18 %</u>	<u>1,396</u>
Total Personnel Services	1,391	14,444	17,100	16 %	2,656
Materials & Services					
Supplies	0	75	200	62 %	125
Professional Services	0	1,833	2,300	20 %	467
Contractual Services	274	2,740	3,300	17 %	560
Travel & Training	0	1,076	1,000	(8)%	(76)
Other Materials & Services	<u>23</u>	<u>427</u>	<u>800</u>	<u>47 %</u>	<u>373</u>
Total Materials & Services	297	6,152	7,600	19 %	1,448
Total EXPENDITURES	<u>1,688</u>	<u>20,596</u>	<u>24,700</u>	<u>17 %</u>	<u>4,104</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
03 - Community Development
001 - General Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	901	9,446	11,100	15 %	1,654
Personnel Benefits	747	7,288	8,800	17 %	1,512
Total Personnel Services	1,649	16,733	19,900	16 %	3,167
Materials & Services					
Supplies	90	127	500	75 %	373
Professional Services	8,697	58,069	57,000	(2)%	(1,069)
Contractual Services	0	15,041	36,000	58 %	20,959
Travel & Training	1,296	1,556	1,400	(11)%	(156)
Other Materials & Services	0	448	20,100	98 %	19,652
Total Materials & Services	10,083	75,240	115,000	35 %	39,760
Total EXPENDITURES	11,732	91,973	134,900	32 %	42,927

CITY OF DUNDEE
Statement of Revenues and Expenditures
04 - Police Dept
001 - General Fund
From 4/1/2019 Through 4/30/2019
(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>38,297</u>	<u>377,342</u>	<u>503,200</u>	<u>25 %</u>	<u>125,858</u>
Total Materials & Services	<u>38,297</u>	<u>377,342</u>	<u>503,200</u>	<u>25 %</u>	<u>125,858</u>
Total EXPENDITURES	<u>38,297</u>	<u>377,342</u>	<u>503,200</u>	<u>25 %</u>	<u>125,858</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
05 - Fire Dept
001 - General Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	19,443	195,133	224,800	13 %	29,667
Personnel Benefits	9,784	101,196	139,800	28 %	38,604
Total Personnel Services	29,228	296,329	364,600	19 %	68,271
Materials & Services					
Supplies	614	12,501	17,500	29 %	4,999
Professional Services	0	0	800	100 %	800
Contractual Services	5,143	23,852	25,000	5 %	1,148
Travel & Training	0	1,468	9,100	84 %	7,633
Insurance	0	16,913	17,700	4 %	787
Regulatory Requirements	3,330	5,885	9,000	35 %	3,115
Utilities	2,172	15,125	17,300	13 %	2,175
Repairs & Maintenance	3,932	7,676	14,000	45 %	6,324
Other Materials & Services	0	96	300	68 %	204
Total Materials & Services	15,191	83,516	110,700	25 %	27,184
Capital Outlay					
	9,387	9,387	22,000	57 %	12,613
Total EXPENDITURES	53,805	389,232	497,300	22 %	108,068

CITY OF DUNDEE
Statement of Revenues and Expenditures
110 - Street Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	2,272	23,989	34,000	(29)%	(10,011)
Intergovernmental Revenue	12,974	195,503	216,000	(9)%	(20,497)
Miscellaneous Revenues	160	982	500	96 %	482
Total REVENUES	<u>15,405</u>	<u>220,474</u>	<u>250,500</u>	<u>(12)%</u>	<u>(30,026)</u>
EXPENDITURES					
Personnel Services	3,756	39,501	48,000	18 %	8,499
Materials & Services					
Supplies	551	2,787	4,200	34 %	1,413
Professional Services	338	2,311	11,000	79 %	8,689
Travel & Training	30	60	500	88 %	440
Insurance	0	1,770	1,800	2 %	30
Regulatory Requirements	0	76	100	24 %	24
Utilities	2,033	19,360	23,400	17 %	4,040
Repairs & Maintenance	1,498	91,449	105,600	13 %	14,151
Interfund Services	1,892	18,917	22,700	17 %	3,783
Other Materials & Services	<u>0</u>	<u>0</u>	<u>200</u>	<u>100 %</u>	<u>200</u>
Total Materials & Services	<u>6,342</u>	<u>136,728</u>	<u>169,500</u>	<u>19 %</u>	<u>32,772</u>
Total EXPENDITURES	<u>10,098</u>	<u>176,229</u>	<u>217,500</u>	<u>19 %</u>	<u>41,271</u>
Excess (deficiency) of Revenue over Expenditures	<u>5,308</u>	<u>44,245</u>	<u>33,000</u>	<u>34 %</u>	<u>11,245</u>
OTHER FINANCING SOURCES (USES)					
Transfer Out	0	0	(53,100)	(100)%	53,100
Other Uses	0	0	(5,000)	(100)%	5,000
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>(58,100)</u>	<u>(100)%</u>	<u>58,100</u>
NET CHANGE IN FUND BALANCE	<u>5,308</u>	<u>44,245</u>	<u>(25,100)</u>	<u>(276)%</u>	<u>69,345</u>
BEGINNING FUND BALANCE	76,322	37,384	31,900	17 %	5,484
ENDING FUND BALANCE	<u>81,629</u>	<u>81,629</u>	<u>6,800</u>	<u>1,100 %</u>	<u>74,829</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
111 - Street CIP Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Franchise Fees	0	30,367	45,700	(34)%	(15,333)
Intergovernmental Revenue	0	339,404	720,000	(53)%	(380,596)
Miscellaneous Revenues	66,793	92,254	26,700	246 %	65,554
Total REVENUES	<u>66,793</u>	<u>462,025</u>	<u>792,400</u>	<u>(42)%</u>	<u>(330,375)</u>
EXPENDITURES					
Capital Outlay	489	623,782	964,800	35 %	341,018
Debt Service	0	38,729	46,700	17 %	7,971
Total EXPENDITURES	<u>489</u>	<u>662,511</u>	<u>1,011,500</u>	<u>35 %</u>	<u>348,989</u>
Excess (deficiency) of Revenue over Expenditures	<u>66,304</u>	<u>(200,486)</u>	<u>(219,100)</u>	<u>(8)%</u>	<u>18,614</u>
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	221,000	307,800	(28)%	(86,800)
Transfers In	0	0	40,000	(100)%	(40,000)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>221,000</u>	<u>347,800</u>	<u>(36)%</u>	<u>(126,800)</u>
NET CHANGE IN FUND BALANCE	<u>66,304</u>	<u>20,514</u>	<u>128,700</u>	<u>(84)%</u>	<u>(108,186)</u>
BEGINNING FUND BALANCE	38,383	84,173	52,400	61 %	31,773
ENDING FUND BALANCE	<u>104,687</u>	<u>104,687</u>	<u>181,100</u>	<u>(42)%</u>	<u>(76,413)</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
112 - Street Reserve Fund
From 4/1/2019 Through 4/30/2019
(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>
REVENUES					
Miscellaneous Revenues	<u>87</u>	<u>775</u>	<u>600</u>	<u>29 %</u>	<u>175</u>
Total REVENUES	<u>87</u>	<u>775</u>	<u>600</u>	<u>29 %</u>	<u>175</u>
EXPENDITURES					
Capital Outlay	<u>0</u>	<u>0</u>	<u>44,400</u>	<u>100 %</u>	<u>44,400</u>
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>44,400</u>	<u>100 %</u>	<u>44,400</u>
Excess (deficiency) of Revenue over Expenditures	<u>87</u>	<u>775</u>	<u>(43,800)</u>	<u>(102)%</u>	<u>44,575</u>
NET CHANGE IN FUND BALANCE	<u>87</u>	<u>775</u>	<u>(43,800)</u>	<u>(102)%</u>	<u>44,575</u>
BEGINNING FUND BALANCE	44,503	43,815	43,800	0 %	15
ENDING FUND BALANCE	<u>44,590</u>	<u>44,590</u>	<u>0</u>	<u>0 %</u>	<u>44,590</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
122 - State Revenue Sharing Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	23,265	29,000	(20)%	(5,735)
Miscellaneous Revenues	40	231	100	131 %	131
Total REVENUES	<u>40</u>	<u>23,496</u>	<u>29,100</u>	<u>(19)%</u>	<u>(5,604)</u>
EXPENDITURES					
Materials & Services					
Professional Services	0	465	2,500	81 %	2,035
Contractual Services	0	10,350	12,500	17 %	2,150
Total Materials & Services	0	10,815	15,000	28 %	4,185
Capital Outlay	0	0	16,000	100 %	16,000
Total EXPENDITURES	<u>0</u>	<u>10,815</u>	<u>31,000</u>	<u>65 %</u>	<u>20,185</u>
Excess (deficiency) of Revenue over Expenditures	<u>40</u>	<u>12,681</u>	<u>(1,900)</u>	<u>(767)%</u>	<u>14,581</u>
OTHER FINANCING SOURCES (USES)					
Transfer Out	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>40</u>	<u>12,681</u>	<u>(6,900)</u>	<u>(284)%</u>	<u>19,581</u>
BEGINNING FUND BALANCE	20,265	7,624	7,000	9 %	624
ENDING FUND BALANCE	<u>20,305</u>	<u>20,305</u>	<u>100</u>	<u>20,205 %</u>	<u>20,205</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
127 - Equipment Reserve Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues	1,394	12,793	30,000	(57)%	(17,207)
Total REVENUES	<u>1,394</u>	<u>12,793</u>	<u>30,000</u>	<u>(57)%</u>	<u>(17,207)</u>
EXPENDITURES					
Capital Outlay	9,000	9,000	876,100	99 %	867,100
Debt Service	0	58,627	58,700	0 %	73
Total EXPENDITURES	<u>9,000</u>	<u>67,627</u>	<u>934,800</u>	<u>93 %</u>	<u>867,173</u>
Excess (deficiency) of Revenue over Expenditures	<u>(7,606)</u>	<u>(54,834)</u>	<u>(904,800)</u>	<u>(94)%</u>	<u>849,966</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	139,000	(100)%	(139,000)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>139,000</u>	<u>(100)%</u>	<u>(139,000)</u>
NET CHANGE IN FUND BALANCE	<u>(7,606)</u>	<u>(54,834)</u>	<u>(765,800)</u>	<u>(93)%</u>	<u>710,966</u>
BEGINNING FUND BALANCE	719,510	766,738	765,800	0 %	938
ENDING FUND BALANCE	<u>711,903</u>	<u>711,903</u>	<u>0</u>	<u>0 %</u>	<u>711,903</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
131 - Parks Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	0	16,400	(100)%	(16,400)
Miscellaneous Revenues	7	70	2,600	(97)%	(2,530)
Total REVENUES	<u>7</u>	<u>70</u>	<u>19,000</u>	<u>(100)%</u>	<u>(18,930)</u>
EXPENDITURES					
Materials & Services					
Professional Services	0	240	4,000	94 %	3,760
Repairs & Maintenance	380	1,493	6,000	75 %	4,507
Total Materials & Services	380	1,733	10,000	83 %	8,267
Capital Outlay	0	0	18,000	100 %	18,000
Total EXPENDITURES	<u>380</u>	<u>1,733</u>	<u>28,000</u>	<u>94 %</u>	<u>26,267</u>
Excess (deficiency) of Revenue over Expenditures	<u>(373)</u>	<u>(1,663)</u>	<u>(9,000)</u>	<u>(82)%</u>	<u>7,337</u>
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>(373)</u>	<u>(1,663)</u>	<u>(4,000)</u>	<u>(58)%</u>	<u>2,337</u>
BEGINNING FUND BALANCE	3,788	5,078	4,800	6 %	278
ENDING FUND BALANCE	<u>3,415</u>	<u>3,415</u>	<u>800</u>	<u>327 %</u>	<u>2,615</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
151 - Tourism Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	4,138	51,216	65,300	(22)%	(14,084)
Miscellaneous Revenues	270	22,078	2,000	1,004 %	20,078
Total REVENUES	<u>4,408</u>	<u>73,294</u>	<u>67,300</u>	<u>9 %</u>	<u>5,994</u>
EXPENDITURES					
Materials & Services					
Professional Services	0	465	2,500	81 %	2,035
Contractual Services	2,170	20,893	80,000	74 %	59,107
Total Materials & Services	2,170	21,358	82,500	74 %	61,142
Capital Outlay	0	0	72,000	100 %	72,000
Total EXPENDITURES	<u>2,170</u>	<u>21,358</u>	<u>154,500</u>	<u>86 %</u>	<u>133,142</u>
Excess (deficiency) of Revenue over Expenditures	<u>2,238</u>	<u>51,937</u>	<u>(87,200)</u>	<u>(160)%</u>	<u>139,137</u>
NET CHANGE IN FUND BALANCE	<u>2,238</u>	<u>51,937</u>	<u>(87,200)</u>	<u>(160)%</u>	<u>139,137</u>
BEGINNING FUND BALANCE	135,708	86,010	87,400	(2)%	(1,390)
ENDING FUND BALANCE	<u>137,946</u>	<u>137,946</u>	<u>200</u>	<u>68,873 %</u>	<u>137,746</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
201 - Fire Station Construction
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenues	364	987,515	986,000	0 %	1,515
Total REVENUES	364	987,515	986,000	0 %	1,515
EXPENDITURES					
Materials & Services					
Professional Services	7,436	159,800	138,800	(15)%	(21,000)
Total Materials & Services	7,436	159,800	138,800	(15)%	(21,000)
Capital Outlay					
Total EXPENDITURES	73,020	642,188	837,700	23 %	195,512
Total EXPENDITURES	80,456	801,988	976,500	18 %	174,512
Excess (deficiency) of Revenue over Expenditures	(80,092)	185,527	9,500	1,853 %	176,027
OTHER FINANCING SOURCES (USES)					
Transfer Out	0	0	(10,000)	(100)%	10,000
Total OTHER FINANCING SOURCES (USES)	0	0	(10,000)	(100)%	10,000
NET CHANGE IN FUND BALANCE	(80,092)	185,527	(500)	(37,205)%	186,027
BEGINNING FUND BALANCE	265,868	249	500	(50)%	(251)
ENDING FUND BALANCE	185,776	185,776	0	0 %	185,776

CITY OF DUNDEE
Statement of Revenues and Expenditures
310 - Bonded Debt
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	723	146,990	148,000	(1)%	(1,010)
Miscellaneous Revenues	26	995	600	66 %	395
Total REVENUES	<u>749</u>	<u>147,986</u>	<u>148,600</u>	<u>(0)%</u>	<u>(614)</u>
EXPENDITURES					
Debt Service	0	150,143	150,200	0 %	57
Total EXPENDITURES	<u>0</u>	<u>150,143</u>	<u>150,200</u>	<u>0 %</u>	<u>57</u>
Excess (deficiency) of Revenue over Expenditures	<u>749</u>	<u>(2,157)</u>	<u>(1,600)</u>	<u>35 %</u>	<u>(557)</u>
NET CHANGE IN FUND BALANCE	<u>749</u>	<u>(2,157)</u>	<u>(1,600)</u>	<u>35 %</u>	<u>(557)</u>
BEGINNING FUND BALANCE	12,677	15,583	15,700	(1)%	(117)
ENDING FUND BALANCE	<u>13,426</u>	<u>13,426</u>	<u>14,100</u>	<u>(5)%</u>	<u>(674)</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
431 - Water Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	38,408	557,090	620,000	(10)%	(62,910)
Miscellaneous Revenues	482	3,972	3,000	32 %	972
Total REVENUES	<u>38,890</u>	<u>561,062</u>	<u>623,000</u>	<u>(10)%</u>	<u>(61,938)</u>
EXPENDITURES					
Personnel Services	15,728	160,004	197,300	19 %	37,296
Materials & Services					
Supplies	1,102	10,095	12,000	16 %	1,905
Professional Services	2,497	7,802	8,600	9 %	798
Contractual Services	0	7,936	10,000	21 %	2,064
Travel & Training	121	818	2,200	63 %	1,382
Insurance	0	5,457	5,500	1 %	43
Regulatory Requirements	3,730	7,570	4,900	(54)%	(2,670)
Utilities	2,650	34,803	45,700	24 %	10,897
Repairs & Maintenance	2,177	21,533	40,300	47 %	18,767
Interfund Services	7,767	77,667	93,200	17 %	15,533
Other Materials & Services	774	7,508	8,300	10 %	792
Total Materials & Services	<u>20,816</u>	<u>181,188</u>	<u>230,700</u>	<u>21 %</u>	<u>49,512</u>
Capital Outlay	206	24,845	25,000	1 %	155
Total EXPENDITURES	<u>36,750</u>	<u>366,037</u>	<u>453,000</u>	<u>19 %</u>	<u>86,963</u>
Excess (deficiency) of Revenue over Expenditures	<u>2,140</u>	<u>195,025</u>	<u>170,000</u>	<u>15 %</u>	<u>25,025</u>
OTHER FINANCING SOURCES (USES)					
Transfer Out	(1,756)	(26,734)	(214,800)	(88)%	188,066
Other Uses	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	<u>(1,756)</u>	<u>(26,734)</u>	<u>(234,800)</u>	<u>(89)%</u>	<u>208,066</u>
NET CHANGE IN FUND BALANCE	<u>384</u>	<u>168,291</u>	<u>(64,800)</u>	<u>(360)%</u>	<u>233,091</u>
BEGINNING FUND BALANCE	230,267	62,360	69,100	(10)%	(6,740)
ENDING FUND BALANCE	<u>230,651</u>	<u>230,651</u>	<u>4,300</u>	<u>5,264 %</u>	<u>226,351</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
432 - Water CIP Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	19,047	51,207	36,800	39 %	14,407
Miscellaneous Revenues	9,656	15,380	8,200	88 %	7,180
Total REVENUES	<u>28,703</u>	<u>66,587</u>	<u>45,000</u>	<u>48 %</u>	<u>21,587</u>
EXPENDITURES					
Capital Outlay	0	329,807	342,000	4 %	12,193
Debt Service	0	58,602	117,300	50 %	58,698
Total EXPENDITURES	<u>0</u>	<u>388,409</u>	<u>459,300</u>	<u>15 %</u>	<u>70,891</u>
Excess (deficiency) of Revenue over Expenditures	<u>28,703</u>	<u>(321,822)</u>	<u>(414,300)</u>	<u>(22)%</u>	<u>92,478</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	140,000	(100)%	(140,000)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>140,000</u>	<u>(100)%</u>	<u>(140,000)</u>
NET CHANGE IN FUND BALANCE	<u>28,703</u>	<u>(321,822)</u>	<u>(274,300)</u>	<u>17 %</u>	<u>(47,522)</u>
BEGINNING FUND BALANCE	142,537	493,061	469,000	5 %	24,061
ENDING FUND BALANCE	<u>171,239</u>	<u>171,239</u>	<u>194,700</u>	<u>(12)%</u>	<u>(23,461)</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
441 - Sewer Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	101,180	1,111,816	1,286,600	(14)%	(174,784)
Miscellaneous Revenues	295	1,757	1,400	25 %	357
Total REVENUES	<u>101,475</u>	<u>1,113,573</u>	<u>1,288,000</u>	<u>(14)%</u>	<u>(174,427)</u>
EXPENDITURES					
Personnel Services	14,468	163,221	196,300	17 %	33,079
Materials & Services					
Supplies	1,336	10,292	24,000	57 %	13,708
Professional Services	1,620	19,365	45,500	57 %	26,135
Contractual Services	94	364	700	48 %	336
Travel & Training	106	1,479	1,800	18 %	321
Insurance	0	16,170	16,200	0 %	30
Regulatory Requirements	26	3,320	5,400	39 %	2,080
Utilities	7,364	70,357	84,900	17 %	14,543
Repairs & Maintenance	527	31,942	98,300	68 %	66,358
Interfund Services	6,883	68,833	82,600	17 %	13,767
Other Materials & Services	774	7,463	8,100	8 %	637
Total Materials & Services	<u>18,730</u>	<u>229,586</u>	<u>367,500</u>	<u>38 %</u>	<u>137,914</u>
Total EXPENDITURES	<u>33,198</u>	<u>392,808</u>	<u>563,800</u>	<u>30 %</u>	<u>170,993</u>
Excess (deficiency) of Revenue over Expenditures	<u>68,277</u>	<u>720,765</u>	<u>724,200</u>	<u>(0)%</u>	<u>(3,435)</u>
OTHER FINANCING SOURCES (USES)					
Transfer Out	(60,559)	(610,584)	(743,400)	(18)%	132,816
Other Uses	0	0	(20,000)	(100)%	20,000
Total OTHER FINANCING SOURCES (USES)	<u>(60,559)</u>	<u>(610,584)</u>	<u>(763,400)</u>	<u>(20)%</u>	<u>152,816</u>
NET CHANGE IN FUND BALANCE	<u>7,718</u>	<u>110,181</u>	<u>(39,200)</u>	<u>(381)%</u>	<u>149,381</u>
BEGINNING FUND BALANCE	142,928	40,465	43,700	(7)%	(3,235)
ENDING FUND BALANCE	<u>150,646</u>	<u>150,646</u>	<u>4,500</u>	<u>3,248 %</u>	<u>146,146</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
442 - Sewer CIP Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	18,716	36,784	35,000	5 %	1,784
Miscellaneous Revenues	1,353	9,975	13,600	(27)%	(3,625)
Total REVENUES	<u>20,069</u>	<u>46,759</u>	<u>48,600</u>	<u>(4)%</u>	<u>(1,841)</u>
EXPENDITURES					
Capital Outlay	0	40,033	36,000	(11)%	(4,033)
Debt Service	0	364,328	690,400	47 %	326,072
Total EXPENDITURES	<u>0</u>	<u>404,362</u>	<u>726,400</u>	<u>44 %</u>	<u>322,038</u>
Excess (deficiency) of Revenue over Expenditures	<u>20,069</u>	<u>(357,602)</u>	<u>(677,800)</u>	<u>(47)%</u>	<u>320,198</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	55,500	555,000	666,000	(17)%	(111,000)
Total OTHER FINANCING SOURCES (USES)	<u>55,500</u>	<u>555,000</u>	<u>666,000</u>	<u>(17)%</u>	<u>(111,000)</u>
NET CHANGE IN FUND BALANCE	<u>75,569</u>	<u>197,398</u>	<u>(11,800)</u>	<u>(1,773)%</u>	<u>209,198</u>
BEGINNING FUND BALANCE	615,496	493,667	487,800	1 %	5,867
ENDING FUND BALANCE	<u>691,065</u>	<u>691,065</u>	<u>476,000</u>	<u>45 %</u>	<u>215,065</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
451 - Storm Water Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	8,957	90,485	109,800	(18)%	(19,315)
Miscellaneous Revenues	138	794	600	32 %	194
Total REVENUES	<u>9,095</u>	<u>91,279</u>	<u>110,400</u>	<u>(17)%</u>	<u>(19,121)</u>
EXPENDITURES					
Personnel Services	2,318	23,674	28,800	18 %	5,126
Materials & Services					
Supplies	276	1,387	2,300	40 %	913
Professional Services	1,321	2,421	5,600	57 %	3,179
Travel & Training	15	68	200	66 %	132
Insurance	0	195	200	2 %	5
Regulatory Requirements	0	38	100	62 %	62
Utilities	82	611	1,100	44 %	489
Repairs & Maintenance	270	1,426	2,300	38 %	874
Interfund Services	1,133	11,333	13,600	17 %	2,267
Other Materials & Services	0	3	300	99 %	297
Total Materials & Services	<u>3,097</u>	<u>17,483</u>	<u>25,700</u>	<u>32 %</u>	<u>8,217</u>
Total EXPENDITURES	<u>5,415</u>	<u>41,156</u>	<u>54,500</u>	<u>24 %</u>	<u>13,344</u>
Excess (deficiency) of Revenue over Expenditures	<u>3,680</u>	<u>50,123</u>	<u>55,900</u>	<u>(10)%</u>	<u>(5,777)</u>
OTHER FINANCING SOURCES (USES)					
Transfer Out	0	0	(68,100)	(100)%	68,100
Other Uses	0	0	(5,000)	(100)%	5,000
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>(73,100)</u>	<u>(100)%</u>	<u>73,100</u>
NET CHANGE IN FUND BALANCE	<u>3,680</u>	<u>50,123</u>	<u>(17,200)</u>	<u>(391)%</u>	<u>67,323</u>
BEGINNING FUND BALANCE	66,740	20,298	19,600	4 %	698
ENDING FUND BALANCE	<u>70,420</u>	<u>70,420</u>	<u>2,400</u>	<u>2,834 %</u>	<u>68,020</u>

CITY OF DUNDEE
Statement of Revenues and Expenditures
452 - Storm Water CIP Fund
From 4/1/2019 Through 4/30/2019
(In Whole Numbers)

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	7,308	12,180	15,000	(19)%	(2,820)
Miscellaneous Revenues	95	11,241	1,200	837 %	10,041
Total REVENUES	<u>7,403</u>	<u>23,421</u>	<u>16,200</u>	<u>45 %</u>	<u>7,221</u>
EXPENDITURES					
Capital Outlay	752	46,432	125,600	63 %	79,168
Debt Service	0	11,799	23,700	50 %	11,901
Total EXPENDITURES	<u>752</u>	<u>58,231</u>	<u>149,300</u>	<u>62 %</u>	<u>91,069</u>
Excess (deficiency) of Revenue over Expenditures	<u>6,651</u>	<u>(34,810)</u>	<u>(133,100)</u>	<u>(74)%</u>	<u>98,290</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	56,000	(100)%	(56,000)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>56,000</u>	<u>(100)%</u>	<u>(56,000)</u>
NET CHANGE IN FUND BALANCE	<u>6,651</u>	<u>(34,810)</u>	<u>(77,100)</u>	<u>(55)%</u>	<u>42,290</u>
BEGINNING FUND BALANCE	41,774	83,235	77,900	7 %	5,335
ENDING FUND BALANCE	<u>48,425</u>	<u>48,425</u>	<u>800</u>	<u>5,953 %</u>	<u>47,625</u>

AGENDA REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: May 15, 2019
Re: Dundee Community Center Parking Lot

On May 15, 2018 the City Council agreed to provide financial assistance to the Dundee Woman's Club (DWC) parking lot improvements project. This included the purchase of DWC property for use as Tenth Street right of way as planned in the Dundee Transportation System Plan and the cost to extend the public storm sewer line westward within the new right of way. The remaining funding components included waiver of City permit fees for review and inspection of the improvements and cash contributions from the Tourism Fund and the Façade Improvement Program. Review and approval of the design ensued and bids from contractors were solicited. After several attempts the DWC received a bid proposal from Kizer Excavating. The bid was reviewed by the City Engineer and was determined to cover the scope of work and a fair proposal. However, the bid proposal is higher than estimated by the project engineer last year and exceeds the available funding of the DWC as follows:

Project Cost:	
Kizer Excavating Bid	\$74,918
Less: Bid Item No. 13	<u>(500)</u>
Total Project Cost ¹	\$74,418
Project Resources:	
DWC Cash Available ²	\$25,750
Early Bird Rotary Grant	5,000
Dundee Storm Water CIP ³	13,294
Dundee Façade Improvement Program	2,500
Dundee Tourism Fund	<u>5,000</u>
Total Project Resources	\$54,044
Project Funding Deficit	(\$22,874)

The DWC is requesting additional assistance from the City in order to accept the proposal from Kizer Excavating⁴ and complete the improvements this season.

¹ Permit fees are estimated at 5% of the project costs – about \$3,700, which have been waived.

² The \$5,000 provide to DJC in 2018 for Tenth Street ROW was expended on engineering for the project.

³ Sum of bid items 9, 10, 11, and 48. Full cost anticipated in the FY 2019-20 budget.

⁴ Kizer Excavating bid proposal may be withdrawn if not accepted by June 8, 2019.

The Dundee Community Center is one of the few remaining historic buildings in Dundee that includes a rich history of community gatherings and events. While the DWC is the owner of the building, they act as curators of facility for the benefit of the residents of Dundee. The DWC continues their fundraising efforts to not only preserve the historic building, but to enhance its use by the community. The proposed parking lot will not only improve the functional use of the Dundee Community Center, but will greatly improve the overall appearance on that part of the highway corridor.⁵ The Dundee Façade Improvement Program was originally funded in 2015 from a Waste Management grant passed through Yamhill County and an Economic Development grant from Yamhill County. Although the Tourism Committee has made numerous attempts to reach out and encourage property owners to participate, we have yet to receive applications for the façade improvement funding. The balance of the Façade Improvement Program funding is \$19,400 as approved in the FY 2019-20 budget. If Council agrees to direct the balance of the Façade Improvement Program to the DWC improvement project, then that will leave about a \$6,000 gap in overall funding resources. If the DWC is unable to bridge the remaining gap, options of City contributions include increasing the Tourism Fund contribution. Failure to come up with the necessary funding by June 8 will likely result in the project not taking place this season and re-starting the project at a later date will result in a higher bid proposal.

Recommendation: Motion to contribute an additional \$16,900 from the Dundee Façade Improvement program (and _____ from _____) for parking lot improvements at the Dundee Community Center.

⁵ Per the Dundee Development Code, the parking lot improvements will include landscaping. Another benefit with the parking lot improvements will be the connection of the existing building roof drains to the parking lot storm water detention basin that will improve capacity of the public storm system in the highway.



3765 NE Riverside Dr McMinnville, OR 97128
 PH: 503-472-4919 | FAX: 503-472-8946

OR CCB#134723

BID PROPOSAL

May 9, 2019

Joyce Colling
 1026 N HWY 99W
 Dundee, Or 97115
 503-970-1239 Mbl
jcol503@comcast.net

RE: "Revised" Dundee Community Center Improvements

Scope: Qualifications-

- 1) This is a Unit Price Proposal.
- 2) No permits of any kind are included.
- 3) No Engineering is provided
- 4) All permits, fees, geotechnical services, compaction testing, proctors, onsite quality control testing, special inspections are not included.
- 5) Existing septic tank, oil tank or well abandonment if discovered, is not included.
- 6) Hazardous soil removal, or abatement is not included.
- 7) The bid is based upon dry weather construction only.
- 8) This proposal supersedes any previous proposals.

See Estimate Below:

BID ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1	Mobilization	1	LS	\$600.00	\$600.00
2	Clearing, Grubbing	1	LS	\$2,200.00	\$2,200.00
3	Survey	1	LS	\$800.00	\$800.00
4	Erosion Control	1	LS	\$550.00	\$550.00
5	General Excavation	275	CY	\$18.80	\$5,170.00
6	Swale Excavation Includes Top Soil	190	LF	\$25.50	\$4,845.00
7	12" Aggregate Base Rock	320	TON	\$34.00	\$10,880.00
8	3" AC Paving	5,350	SF	\$3.30	\$17,655.00
9	12" PVC (Public) Storm Pipe	96	LF	\$64.00	\$6,144.00
10	8" PVC (Public) Storm Pipe	15	LF	\$46.00	\$690.00
11	3" (Public) Trench Paving	100	LF	\$26.60	\$2,660.00
12	8" PVC (Private) Storm Pipe	154	LF	\$40.00	\$6,160.00
13	Clean-Out (Public)	1	EA	\$500.00	\$500.00
14	Clean Out (Private)	1	EA	\$500.00	\$500.00
15	48" Storm Manhole (Public)	1	EA	\$3,800.00	\$3,800.00
16	Standard Field Inlet	1	EA	\$2,300.00	\$2,300.00
17	Concrete Wheel Stops	8	EA	\$200.00	\$1,600.00

18	Storm Water Quality and Detention Pond	1	LS	\$5,200.00	\$5,200.00
19	Concrete ADA Pathway	122	SF	\$12.00	\$1,464.00
20	Parking Lot Striping	1	LS	\$1,000.00	\$1,000.00
21	ADA Signage	1	EA	\$200.00	\$200.00
				Bid Total	\$74,918.00

We propose hereby to furnish labor, equipment and material, in accordance with the above, based on what option you choose. Payment to be made as follows: PAYMENT IS DUE THE 10th OF THE MONTH FOLLOWING INVOICE.

-All material is guaranteed to be as specified. All work to be completed in a workmanlike manner, according to standard practices. Deviations or alterations involving extra costs will be executed only by written orders, and will become an extra charge over and above the estimate. Our workers are fully covered by Workers Compensation Insurance.

Acceptance of Proposal-

The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Print Name: _____

Signature: _____

Date of Acceptance: _____

Thank you for the opportunity to quote this project and please call if you have any questions.

Respectfully Yours,

Matt Posey
 General Manager
 Kizer Excavating
 503-517-0559
 Matt@kizerexc.com

NOTE: This proposal may be withdrawn by Kizer Excavating, if not accepted within 30 days.



Dundee Woman's Club
1026 SW Highway 99 W, PO Box 231
Dundee, Oregon 97115
May 14, 2019

Purpose: Help the DWC complete the funding for the 50' X 100' paved south side parking lot. Engineering costs: \$7,600 (paid). Kizer Excavating: \$ 74,418

History of Community Center: The 1 ½ story craft-man style building was completed in 1915. While many in the community worked on the building, a group of ladies was the driving force behind this effort; they became the Dundee Woman's Club (DWC) and have owned and maintained the building for over 100 years. In 1976, it was placed on the National Register of Historic Places and is Dundee's only historically designated building. In addition to maintaining the building for the use of the community, the DWC collects and catalogs historical pictures and artifacts of the Dundee area. In 2009, a major restoration of the building was begun. Over \$300,000 has been raised through contributions and grants which have mostly been used to upgrade the infrastructure of the building. Three years ago, ODOT and the City of Dundee, completed a major build out of the end of 10th Street, which is on the North side of the Center. The project eliminated most of our parking on the North side on 10th Street. Thus, we have directed our energies to obtain the funds to pave the 50' X 100' area on the south side of the building which is unpaved and too wet to park there except in good weather.

Current Community Outreach Programs and Activity: The building is available for rent to private parties either by the hour or by the day. Nonprofit groups use the building without charge. The DWC also sponsors a variety of fundraisers. Outreach programs are: the Community Clothes Closet; the Community Dinner (partially supported by the City of Dundee, thank you); the Wednesday evening craft group, and the weekly fresh vegetable give away.

Summary: The Dundee Community Center is a community resource and is used by hundreds of residents in Dundee and the surrounding area every year. It is also located on Highway 99 in the middle of town making it attractive for various venues and accessible to tourists. Thank you for considering our request to help us with this parking lot project.

AGENDA REPORT

To: Mayor Russ and City Council
 From: Rob Daykin, City Administrator
 Date: May 15, 2019
 Re: City Utility Rates Review

Water

Water rates are comprised of a fixed base charge set by size of meter and three volume rates in ascending amounts as follows:

Tier 1:	551 cubic feet to 1,375 cubic feet	\$.0290 per cubic foot
Tier 2:	1,376 cubic feet to 2,750 cubic feet	\$.03625 per cubic foot
Tier 3:	Over 2,750 cubic feet	\$.0435 per cubic foot

Tier 2 is set at 25% higher than Tier 1 and Tier 3 is set at 50% higher than Tier 1. The first 550 cubic feet of water use is included in the base rate, however, the 550 allowance is not increased with the size of the meter. Customers outside the city limits pay 1.2 times the fixed base charge and in 2018 the volume charges for outside customers were modified to be 2.0 times the Tier 1 and Tier 2 volume rates, but the Tier 3 rate was left at 1.2 times inside the City Tier 3 rate. The outside volume rates were adopted to incentivize customers to avoid using City water for irrigation purposes, but not be punitive to the one commercial use of water for processing berries.

Although the Tier 3 rate was introduced in 2014, with the exception of some adjustments to the outside volume rates, revenues have been fairly static and annual changes generally reflect the duration and extent of irrigation during the summer months. A little over half of the water service fee revenue is derived from the fixed base rates. As water system operating costs increase, the amount of water service revenue in excess of operational costs which may be used for major system improvements has declined. While the current annual debt service of \$117,300 will be retired in May 2023, which will free up funds for capital improvements, it would be prudent to start looking at adjusting volume rates in anticipation of future costs associated with development of new water supply.

Based on 2018 water consumption, changes in the Tier 1 volume rate and proportional change in Tier 2 and Tier 3 volume rates for inside City customers would generate annual revenue as follows:

Rate	Tier 1	Tier 2	Tier 3	Total Revenue	Increase Revenue Over Current Rate
.029*	\$81,154	\$51,071	\$121,399	\$253,624	
.030	\$83,953	\$52,832	\$125,585	\$262,370	\$8,746

.031	\$86,751	\$54,593	\$129,771	\$271,115	\$17,491
.032	\$89,550	\$56,354	\$133,957	\$279,861	\$26,237
.033	\$92,348	\$58,115	\$138,143	\$288,606	\$34,982
.034	\$95,146	\$59,876	\$142,330	\$297,352	\$43,728

*Current Tier 1 volume rate.

An increase in rates may result in customers reducing water consumption, however, the same change in volume rates noted above will be billed to the customer based on the following cubic feet of use:

Rate	Low 600 cf	Med 1,500 cf	High 3,000 cf	Restaurant 5,000 cf	Winery 40,000 cf
.029	\$1.45	\$28.46	\$84.64	\$171.64	\$1,694.14
.030	\$1.50	\$29.44	\$87.56	\$177.56	\$1,752.56
.031	\$1.55	\$30.42	\$90.48	\$183.48	\$1,810.98
.032	\$1.60	\$31.40	\$93.40	\$189.40	\$1,869.40
.033	\$1.65	\$32.28	\$96.32	\$195.32	\$1,927.82
.034	\$1.70	\$33.36	\$99.24	\$201.24	\$1,986.24

The volume rates charged by the other Yamhill County cities various from a low of \$0.015151/cf in McMinnville to a high of \$0.726/cf in Sheridan. Carlton is more like Dundee with a low volume rate of \$.0294/cf and a high volume rate (over 5,000 cf) of \$0.426/cf. Other volume rates include \$.04/cf for Newberg, \$.0417/cf for Willamina and \$.0321/cf for Yamhill. Dayton and Lafayette each uses a block rate structure and is not strictly based on a per cubic foot rate. If Council agrees with modifying the volume rates, I recommend a smaller increase such as changing the Tier 1 rate (and Tier 2 and Tier 3 proportionately) from \$.029/cf to \$.032/cf effective August 1, 2019 and consider a subsequent volume rate adjustment following an updated review of the revenue impacts and water system needs.

The higher volume rates for outside customers went into effect August 1, 2018, so any analysis of changes in consumption based on the higher volume rates will be incomplete. However, assuming the same amount of consumption for the year 2018 under the prior rate structure and the current rate structure, the change in the volume rates increases the amount of annual revenue derived from outside customers by \$9,552 or 29.3% from \$32,637 to \$42,186. Outside customers make up about 7.2% of water sold, but represent about 14.2% of the total annual water volume revenue with the August 1, 2018 rate change. The following table represents current and sample volume rates for both inside and outside the City limits, including the recommend rates as highlighted.

Inside the City			Outside the City		
Tier 1	Tier 2	Tier 3	Tier 1	Tier 2	Tier 3
0.0290	0.0363	0.0435	0.0580	0.0725	0.0522
0.0300	0.0375	0.0450	0.0600	0.0750	0.0540
0.0310	0.0388	0.0465	0.0620	0.0775	0.0558
0.0320	0.0400	0.0480	0.0640	0.0800	0.0576
0.0330	0.0413	0.0495	0.0660	0.0825	0.0594
0.0340	0.0425	0.0510	0.0680	0.0850	0.0612

Sewer

The FY 2019-20 budget approved by the Budget Committee includes a \$1.00 per month rate increase to the low strength sewer base charge, and corresponding changes to the other base sewer charges and sewer volume rates as follows:

<u>Class</u>	<u>Current 2018 Base / Volume*</u>	<u>Proposed 2019 Base / Volume*</u>
Low	\$50.00 / \$.0909	\$50.72 / \$.0922
I&I	<u>\$19.46</u> \$69.46	<u>\$19.74</u> \$70.46
Medium	\$60.50 / \$.1100	\$61.37 / \$.1116
I&I	<u>\$19.46</u> \$79.96	<u>\$19.74</u> \$81.11
High	\$79.50 / \$.1445	\$80.64 / \$.1466
I&I	<u>\$19.46</u> \$98.96	<u>\$19.74</u> \$100.38
Very High	\$99.00 / \$.1800	\$100.43 / \$.1826
I&I	<u>\$19.46</u> \$118.46	<u>\$19.74</u> \$120.17

*Volume rate is per cubic foot over 550 cubic feet.

This modest base rate increase of about 1.44% is needed to ensure service fee revenue will fully cover sewer system operational cost, annual debt service on the DEQ State Revolving Fund loan used to finance construction of the 2012 wastewater treatment facilities, and provide sufficient funds for the large expense of periodic biosolids removal and disposal.¹

Storm Water

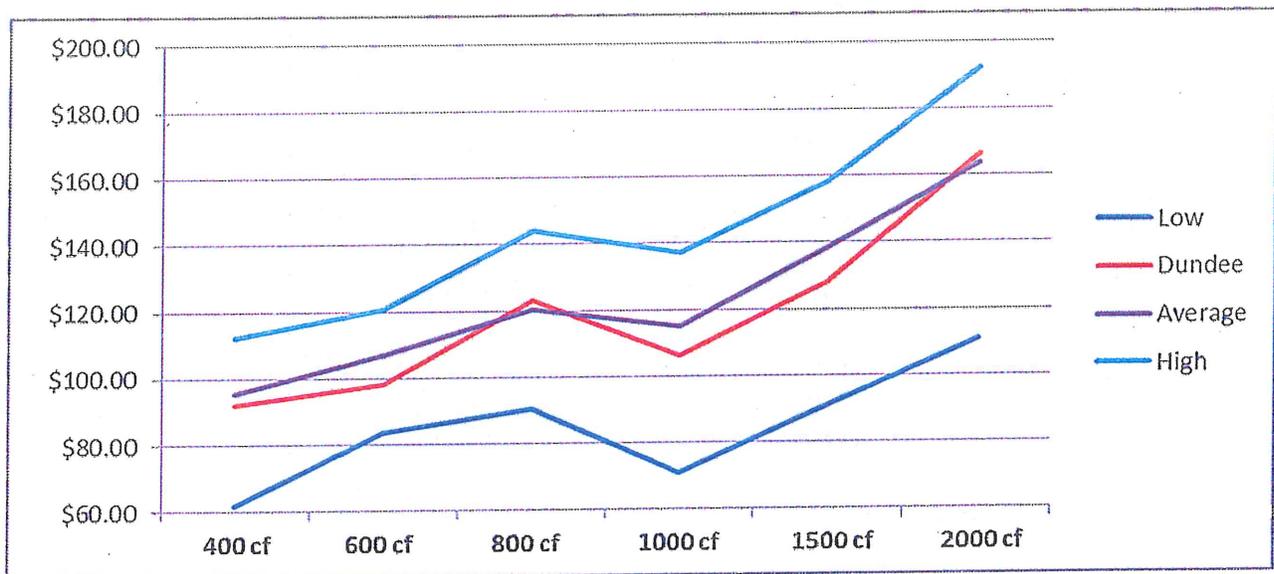
The base monthly residential storm water fee was last increased on August 2016 from \$5.50 to \$6.00, with an assumed impervious surface area of 3,000 square feet per residence. Commercial and multi-family (three or more dwelling units) are billed at a rate of the 3,000 divided by the base rate times the actual total impervious surface area for that customer. Revenues are currently sufficient to accommodate utility operating expenses and annual debt service. Capital projects in recent years include storm facility improvements associated with the Highway 99W Sidewalk/Streetscape project and the Charles Street stormwater diversion project. The FY 2019-20 budget includes completion of an update to the 2006 Storm Water Master Plan and related system development charges. Stormwater facility improvements in the FY 2019-20 budget are a placeholder and may be used to help complete

¹ With the development of the sewer rate structure based on strength of effluent in 2010, the Council directed that the fixed base be set to collect at least 78% of total service revenue. In 2018, the fixed base represented 78.9% of sewer fee revenue.

improvements to substandard streets, such as Alder. No changes are recommended to the monthly storm water fee at this time.

Recommendation

The proposed rate changes for water and sewer services combined for Dundee are close to the average of the current rates of the other ten cities in Yamhill County.² The attached table shows 400 cf, 600 cf, and 800 cf represent winter use at residential sewer rates, and the 1000 cf, 1500 cf, and 2000 cf assumes higher water use for irrigation, but with sewer charges capped at the winter use amounts. Below is the graph depicting Dundee's recommended rates with the low, average, and high rates.



Following review of the recommended rate changes, including consideration of public input, Council may direct a resolution adopting any rate changes be prepared for the next Council meeting, June 4. As in prior years, staff recommends the effective date of the new rates to be August 1, 2019 in order information regarding the new rates is provide in the July issue of the City newsletter.

² The following table represents other fees collected on the residential customer monthly water and sewer bill.

	Storm	Public Safety	911-Com	Street
Amity		\$10.00		\$2.00
Dundee	\$6.00			
Newberg	\$11.23	\$3.00	\$2.13	\$4.99
Sheridan	\$3.50			
Willamina				\$3.00

Comparison of Residential Water and Sewer Rates

		Winter Average			w/ Summer Water*			Comments
		400	600	800	1000	1500	2000	
Amity:	Water	51.74	57.83	63.92	70.00	85.23	100.45 *	No Base Allowance
	Sewer	58.50	63.75	69.00	58.50	63.75	69.00 *	No Base Allowance
	Total	110.24	121.58	132.92	128.50	148.98	169.45	
Carlton:	Water	57.56	64.76	73.28	81.80	103.10	124.40 *	No Base Allowance
	Sewer	56.79	65.75	74.71	56.79	65.75	74.71 *	No Base Allowance
	Total	114.35	130.51	147.99	138.59	168.85	199.11	
Dayton:	Water	59.00	62.00	65.12	68.24	79.64	91.04 *	Minimum Base - 400 cu. ft.
	Sewer	40.00	40.00	40.00	40.00	40.00	40.00 *	Flat Rate
	Total	99.00	102.00	105.12	108.24	119.64	131.04	
Dundee:	Water	21.54	23.14	29.54	35.94	52.94	72.94	Minimum Base - 550 cu. ft.
	Sewer	70.46	75.07	93.51	70.46	75.07	93.51	Minimum Base - 550 cu. ft.
	Total	92.00	98.21	123.05	106.40	128.01	166.45	
Lafayette:	Water	52.00	55.69	60.52	66.49	82.84	99.19 *	Minimum Base - 300 cu. ft.
	Sewer	45.72	53.16	60.60	45.72	53.16	60.60 *	Minimum Base - 300 cu. ft.
	Total	97.72	108.85	121.12	112.21	136.00	159.79	
McMinnville:	Water	18.71	21.74	24.77	27.80	36.42	45.03 *	No Base Allowance
	Sewer	43.21	54.45	65.69	43.21	54.45	65.69 *	No Base Allowance
	Total	61.92	76.19	90.46	71.01	90.87	110.72	
Newberg:	Water	32.79	40.79	48.79	56.79	76.79	96.79 *	No Base Allowance
	Sewer	60.76	78.06	95.36	60.76	78.06	95.36 *	No Base Allowance
	Total	93.55	118.85	144.15	117.55	154.85	192.15	
Sheridan:	Water	29.04	43.56	58.08	72.60	108.90	145.20 *	Volume Rate Only
	Sewer	40.17	40.17	40.17	40.17	40.17	40.17 *	Flat Rate
	Total	69.21	83.73	98.25	112.77	149.07	185.37	
Willamina:	Water	51.42	59.76	68.10	76.44	97.29	118.14 *	No Base Allowance
	Sewer	60.86	60.86	60.86	60.86	60.86	60.86 *	Flat Rate
	Total	112.28	120.62	128.96	137.30	158.15	179.00	
Yamhill:	Water	41.64	43.21	48.01	52.81	64.82	76.82 *	Minimum Base - 535 cu. ft.
	Sewer	65.09	65.09	65.09	65.09	65.09	65.09 *	Flat Rate
	Total	106.73	108.30	113.10	117.90	129.91	141.91	

* Assumes winter average use for sewer and 2.5 times winter average use for average August water (irrigation) consumption.



To: Dundee City Council

From: Greg Reid, City Engineer

Date: 5/16/2019

Re: 9th Street - Streetscape Concepts

9th Street extending westerly from Hwy 99W is a collector street that serves as a gateway to and from the popular wine country to the west of Dundee. This results in the opportunity to create a unique, welcoming experience for visitors to encourage them to stop and enjoy Dundee on their way to wine country.

At this time, the section of 9th Street between Hwy 99W and Alder Street is primarily vacant and residential land with some industrial use at Alder Street. See the recent aerial that follows. However, the zoning for this area is primarily within the CBD zone, particularly between Linden Lane and Hwy 99W. As this area redevelops, buildings will need to be constructed within 10 feet of the right of way with increased pedestrian activity. Parking will not be allowed between the buildings and the street but will be permitted behind and beside the buildings within the CBD zone.

The Transportation System Plan (TSP) designates this portion of 9th Street as a collector. See Figure 7 that follows. Although a collector would allow for street parking, it does not provide many opportunities for enhancing the aesthetic appeal or pedestrian experience for this future commercial zone and gateway to wine country. It also does not promote biking like a parkway collector which exchanges the street parking for bike lanes. See Figure 10 and the Transportation System Plan that follows for your reference.

Since the City's updated parking standards will require adequate off-street parking to be provided as this area redevelops, alternative streetscapes that could enhance the aesthetics and pedestrian experience have been prepared for council consideration. The streetscape concepts were prepared with the assistance of Marianne Zarkin Landscape Architects assuming a redeveloped condition with commercial buildings and/or plazas adjoining the right of way. The following concepts and associated features/pros/cons were prepared. (Please ignore the light fixture type which will be exchanged for a dark sky compliant fixture.)

Bike Lane Concept (Dundee Parkway Collector)

- Enhanced biking safety and experience
- Limited landscape opportunities
- No street parking

Median Concept

- Enhanced pedestrian safety and experience
- Enhanced landscape opportunities
- Enhanced vehicular traffic flow (eliminate median at intersections for left turn lane and can be broken to accommodate U turns)
- No street parking

Parking Concept (Dundee Collector)

- Provides street parking
- Limited landscape opportunities

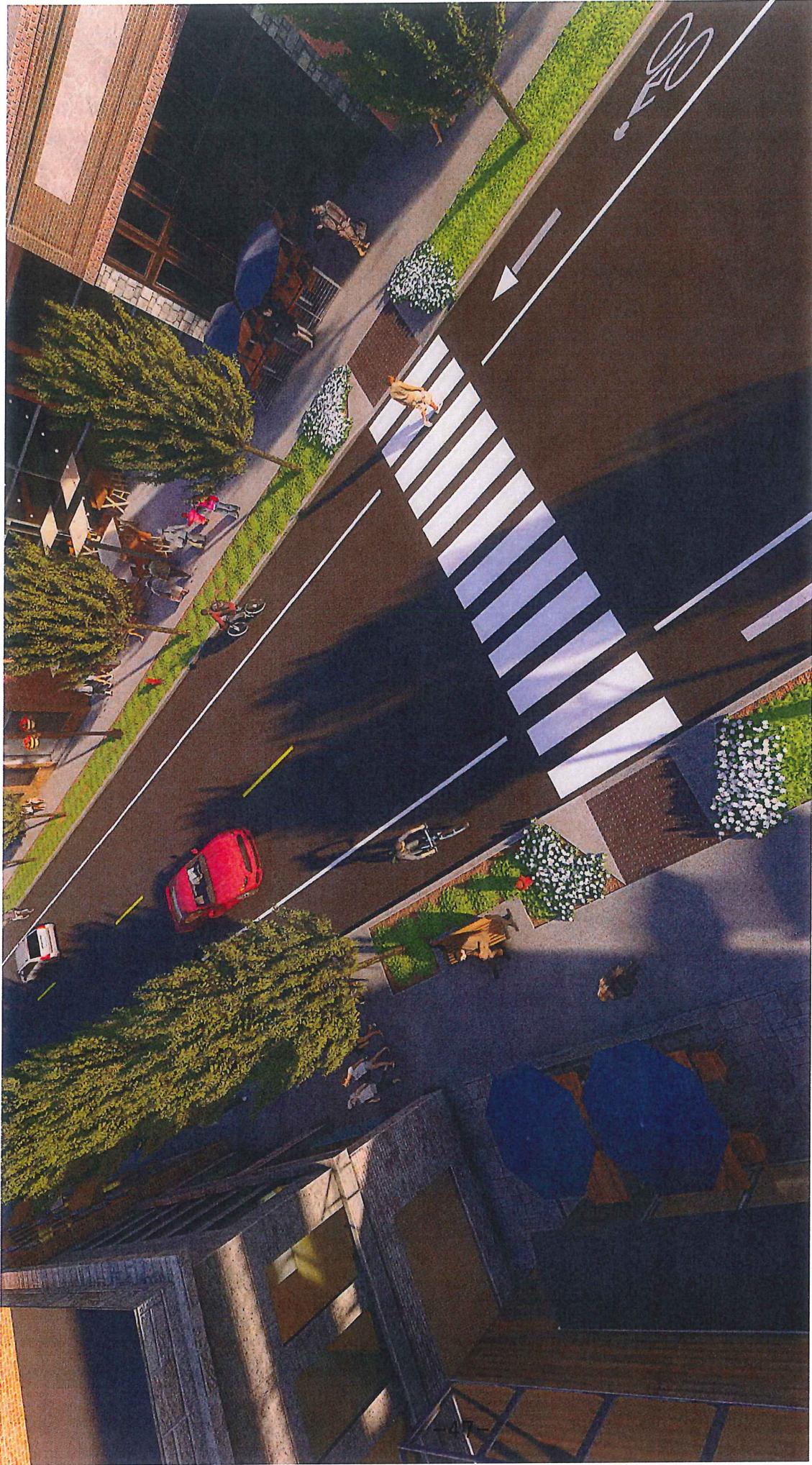
Council Action: At this time, staff requests the following:

1. Which streetscape concept does council prefer?
2. Would council prefer to pursue an LID, urban renewal or other funding mechanisms to move forward with the improvements or wait for further redevelopment?

Preliminary 9th Street Options

HWY 99W to Alder Street





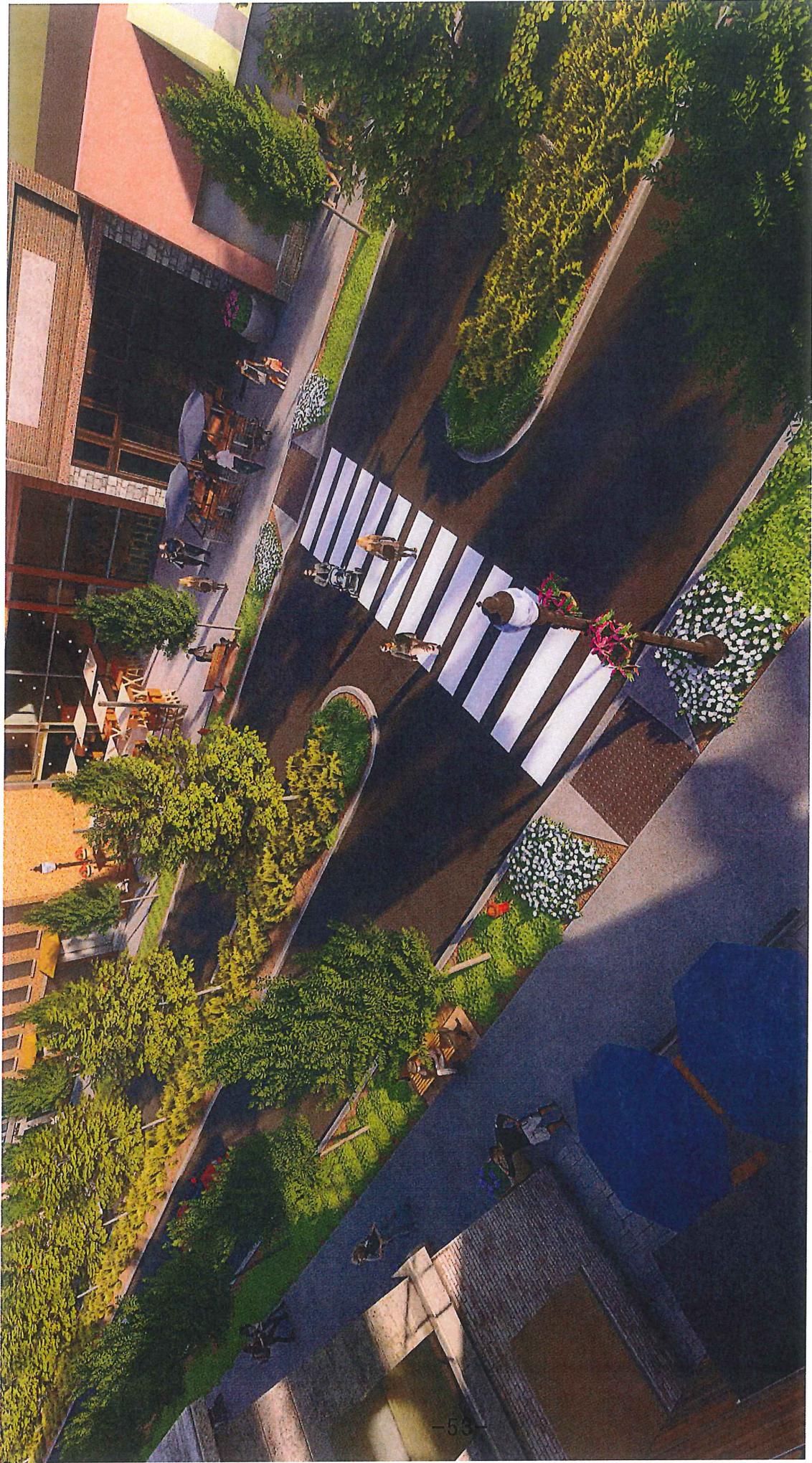
**City of Dundee - 9th Street
Bike Lane Concept**



**City of Dundee - 9th Street
Bike Lane Concept**



**City of Dundee - 9th Street
Bike Lane Concept**



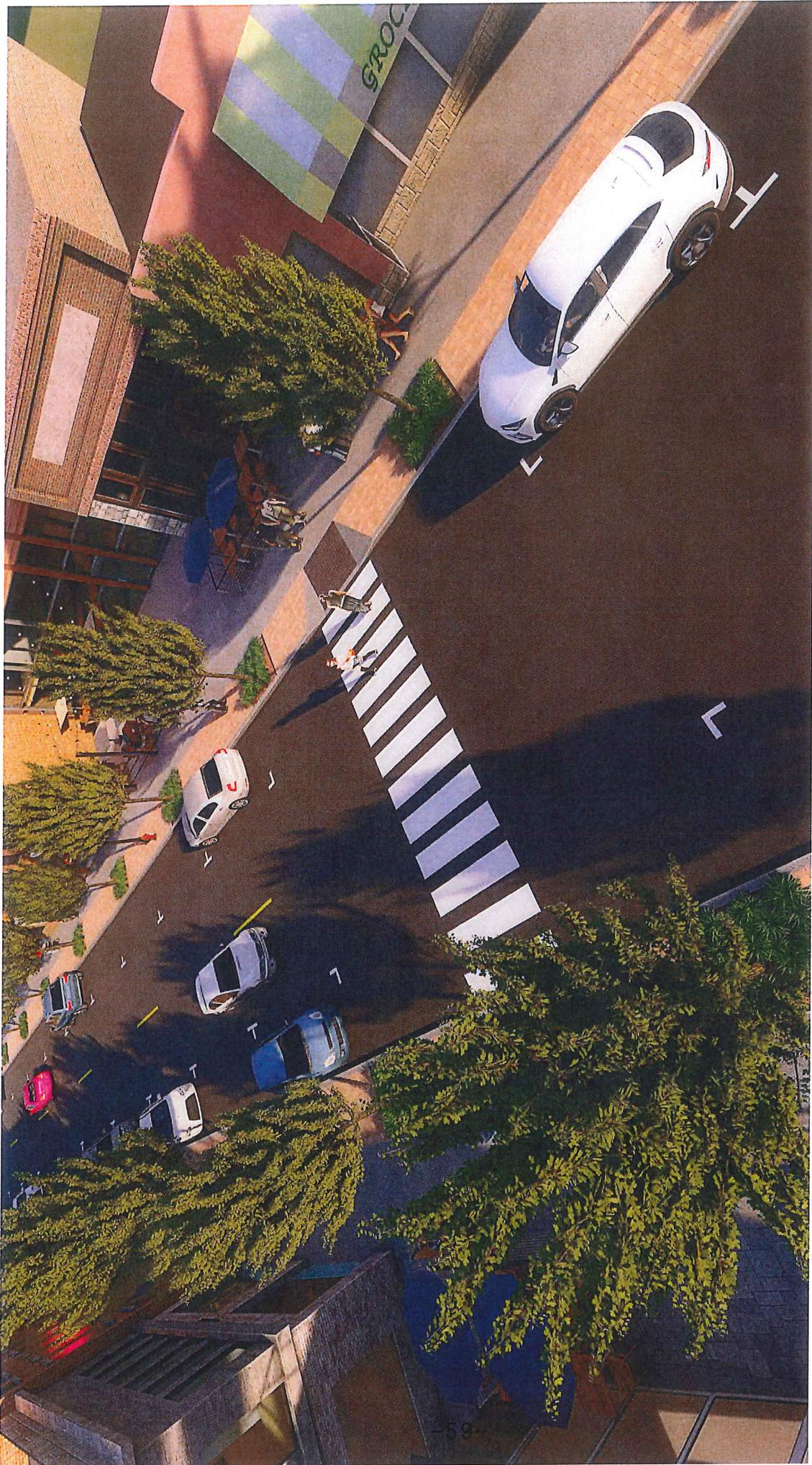
**City of Dundee - 9th Street
Median Concept**



**City of Dundee - 9th Street
Median Concept**



**City of Dundee - 9th Street
Median Concept**



**City of Dundee - 9th Street
Parking Concept**



City of Dundee - 9th Street Parking Concept



**City of Dundee - 9th Street
Parking Concept**

AGENDA REPORT

To: Mayor Russ and City Council

From: Rob Daykin, City Administrator

Date: May 16, 2019

Re: PGE Street Light Options

When the City converted the high pressure sodium (HPS) cobra street lights in 2014 to the new LED fixture offered by PGE, we only had Option A as a choice.¹ Under Option A, PGE owns and maintains the street light and under Option B, the City owns the street light, but PGE maintains it. Because the upfront investment of purchasing and installing a street light under Option B results in a much lower monthly fee to the City and since the City would typically require a developer to be financially responsible for street light installation, Option B has been the City’s standard. In recent years new LED street lights have been installed associated with various developments, including Alder Hill subdivision and the 12th & Maple Wine Co. building expansion on Maple Street. Also, the conversion of the remaining HPS decorative street lights to LED fixtures added more Option A fixtures in the inventory. Each new Option A street light fixture installed increases our annual cost to the Street Fund budget about \$144. This is the main reason why the City was moving to coming up with a new standard not on the PGE approved list for the Riverside area since we would require the developer to install the lights. However, that means the City would be fully responsible for their ongoing maintenance and replacement when the fixtures or poles reach end of life.

Last month PGE received approval from the Oregon Public Utilities Commission for a new street light tariff that offers Option B lights, including their decorative poles and fixtures. The table below illustrates the monthly rates between Option A and Option B for some of the various LED Street Lights and decorative poles.

	Option A	Option B
45W Leotek, Cobrahead	4.35	2.24
30' Fiberglass Pole, Mast, Direct Bury	<u>7.71</u>	<u>0.23</u>
	12.06	2.47
39W, Town & Country LED	8.97	2.29
16' Aluminum Fluted Black Pole	<u>10.39</u>	<u>0.33</u>
	19.36	2.62

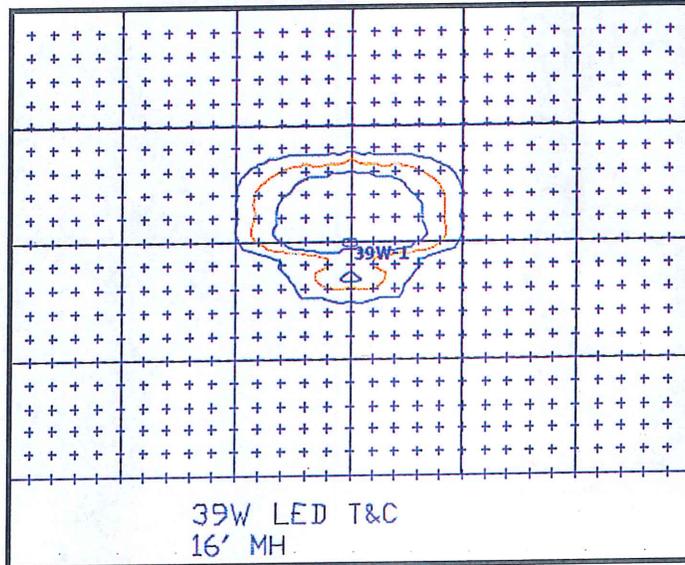
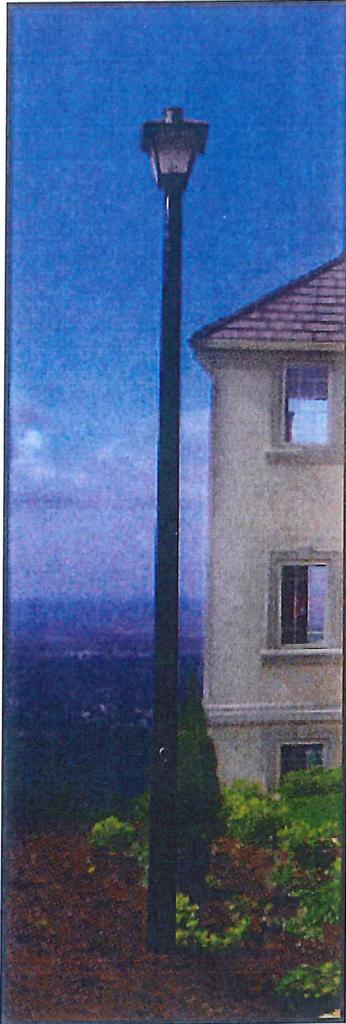
¹ About half of the street lights at the time of conversion were Option B, owned by the City. The City agreed to sell the 107 HPS cobra Option B street lights to PGE in order to convert them to an LED fixture. In lieu of receiving cash payment from PGE for the sale at a depreciated value of the Option B poles, the City elected to retain the Option B rate for the pole. It is normally not permitted to have the pole and light fixture on different rate options, but in our case when the former City-owned pole reaches end of life and is replaced, then the monthly rate will be adjusted to Option A.

66W Holophane Washington FCC	15.72	3.52
16' Aluminum Fluted Black Pole	<u>10.39</u>	<u>0.33</u>
	26.11	3.85
66W King Yarmouth Globeless Acorn	15.96	3.81
16' Aluminum Fluted Black Pole	<u>10.39</u>	<u>0.33</u>
	26.35	4.14
35 W Westbrooke, Flared, Black	16.90	2.10
18' Aluminum Non-fluted Black Pole	<u>19.91</u>	<u>0.63</u>
	36.81	2.73

Attached are some cut-sheets for the various decorative LED fixtures, the Leotek cobrahead replaces the Cree cobrahead that was previously installed throughout the City. I was informed by PGE that their look and performance is virtually the same, however, the Leotek offers the lower 3000 Kelvin light. Also, other pole options for the Leotek cobrahead include the fiberglass pole with a base (as opposed to direct bury) and an unpainted aluminum pole.

We are looking for feedback from the Council regarding the decorative options for both the Riverside District area and selected commercial areas in the downtown core, such as on Ninth Street between 99W and Alder Street. It should be noted that several options may be favored for the Riverside Area, one for residential areas another for commercial areas. Another option for the industrial area could be the unpainted aluminum poles with a davit (curved arch look) using the cobrahead fixture. Staff recommends continuing to use the black fiberglass pole with the black cobrahead fixture for infill residential development outside of the Riverside District areas.

TOWN AND COUNTRY 39W LED



DESCRIPTION

- CU 1442, SU 90007446
- CU Description:
- Luminaire, 39W LED
- Available Color: Black
- Weight: 36lbs / Mounting Heights: 14ft or 16ft

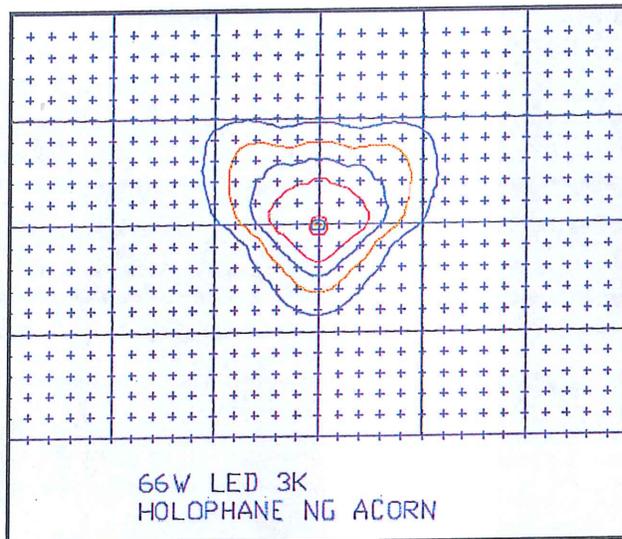
OTHER INFORMATION

- 3000k, NEMA 7-Pin, twist lock dimming photocontrol receptacle
- Multi Volt: 120-277v
- 3395 Lumens / B1 U0 G1
- Manufacturer Part Number:
247CL-10LEDE10-MVOLT-3K-R3-TL-NL-RCC

LINKS

- Spec Sheet: S:\Materials\Approved Material Spec Sheet\Holophane
- S:\Materials\Approved Material Spec Sheet\Holophane

HOLOPHANE UTILITY WASHINGTON FCO ACORN
66W LED



DESCRIPTION

- CU 1408, SU 90003455
- CU Description:
- Luminaire, 66W LED, Holophane
- Available Color: Black
- Weight: 37lbs / Mounting Heights: 14ft or 16ft

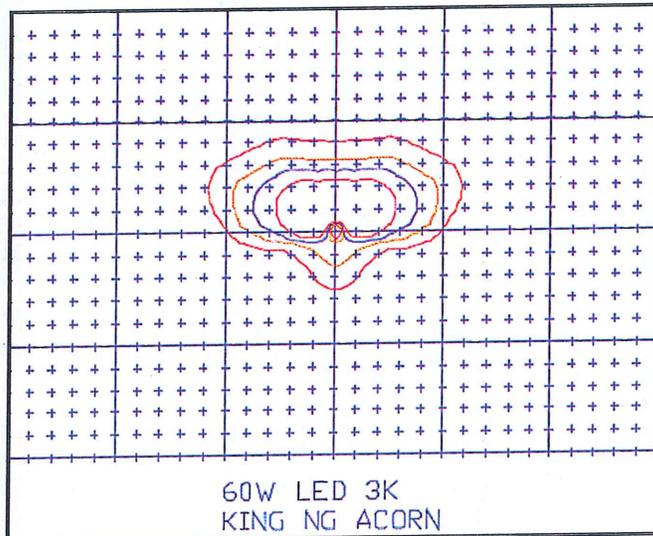
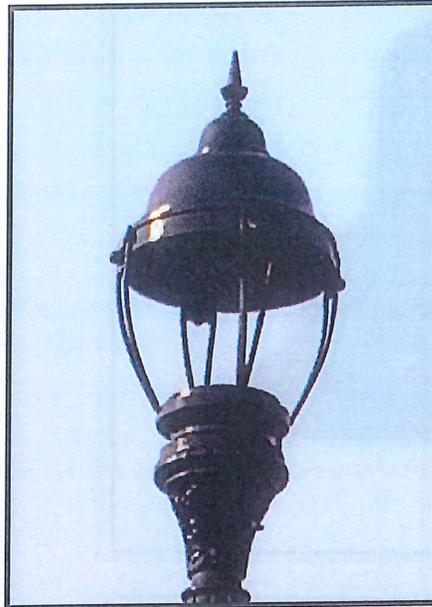
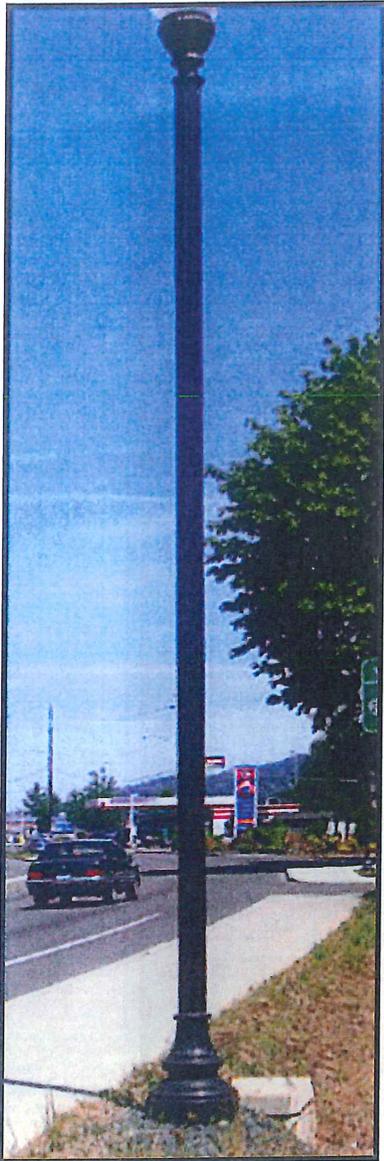
OTHER INFORMATION

- 3000k, NEMA 7- Pin, twist lock dimming photocontrol receptacle
- Multi Volt: 120-277v
- 5472 Lumens / B1 U0 G1
- Manufacturer Part Number:
WFCL2P30ASBLK3NP73NL1X1

LINKS

- Spec Sheet: S:\Materials\Approved Material Spec Sheet\Holophane
- S:\Visual Lighting Design\IES PHOTOMETRIC FILES\Holophane

KING YARMOUTH GLOBELESS ACORN 60W LED



DESCRIPTION

- CU 1145, SU 90010210
- CU Description:
- Luminaire, 60W LED, KING YARMOUTH
- Available Color: Black
- Weight: 37lbs / Mounting Hts: 14ft or 16ft

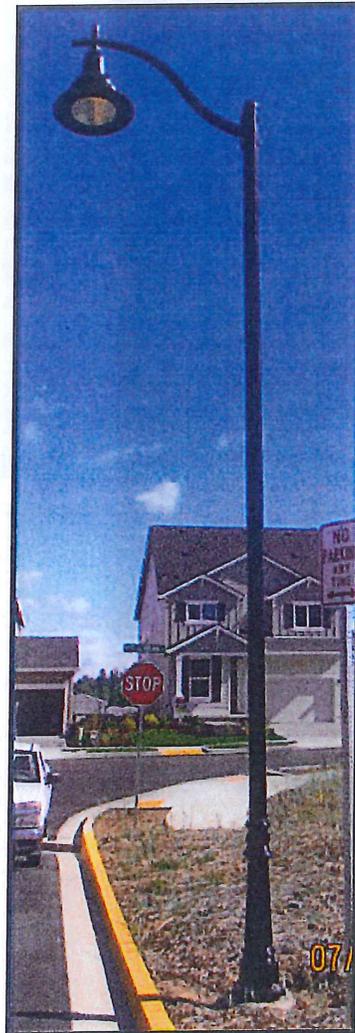
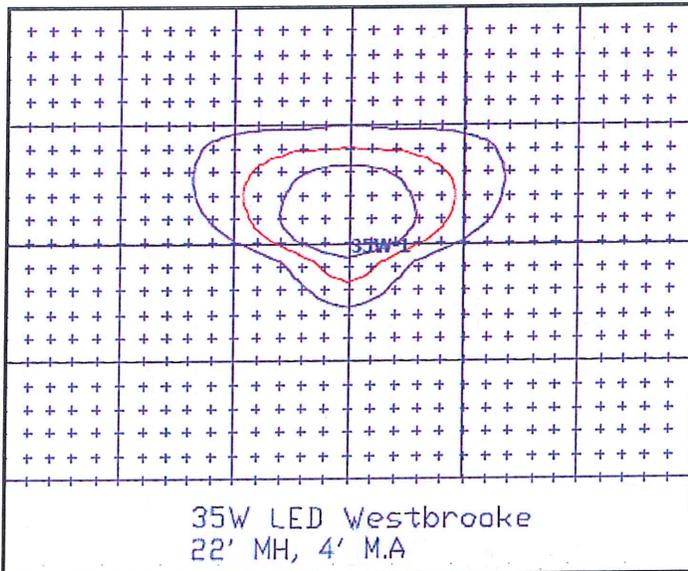
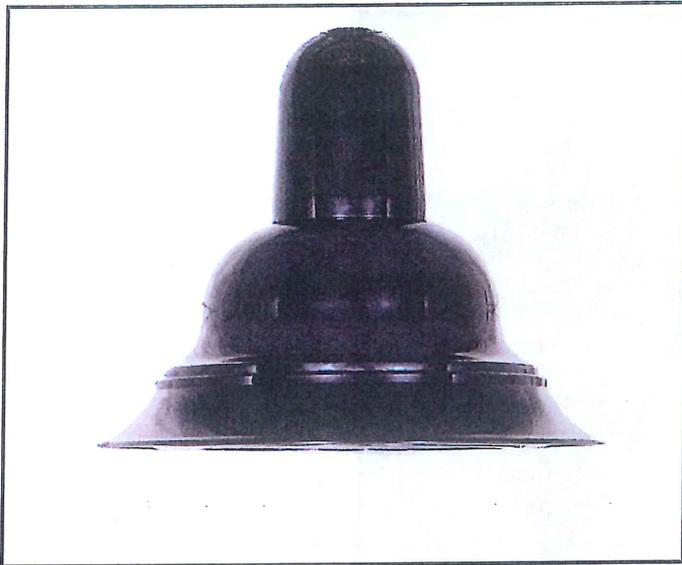
OTHER INFORMATION

- 3000k, DALI 7-Pin, twist lock dimming photocontrol receptacle
- Multi Volt: 120-277v / B1 U0 G1
- Backside Shield (su #90010232)
- Manufacturer Part Number: K137-P4NG-III-60 (SSL)-7030-120v-K14-PR7-3K-TB-DALI-RAL9017

LINKS

- Spec Sheet: S:\Materials\Approved Material Spec Sheet\King_Leotek
- S:\Visual Lighting Design\IES PHOTOMETRIC FILES\King IES

HADCO WESTBROOKE 35W LED FLARED



DESCRIPTION

- CU 1433, SU 90006685
- CU Description:
- Luminaire, 35W LED, Hadco
- Available Color: Black
- Mounting Height: 22ft

OTHER INFORMATION

- 4000K, with optical plates
- Multi Volt: 120-277v
- 4012 Lumens / B1 U0 G1
- Manufacturer Part Number:
C7897Y-A3NN32A3NNNNA

LINKS

- Spec Sheet: S:\Materials\Approved Material Spec Sheet\Hadco
- S:\Visual Lighting Design\IES PHOTOMETRIC FILES\Hadco IES