



CITY OF DUNDEE
CITY COUNCIL MEETING
Meeting will be Teleconferenced

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.

AUGUST 4, 2020 7:00 PM.

1. Open Regular City Council Meeting
2. Amendments to the Agenda, if any
3. 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.
4. Public Hearing: Appeal of Planning Commission Decision on Verizon Wireless Cell Tower Application CU/SDR 20-06 Staff Report
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, July 21, 2020 Pages 1-6
 - 5.2 Financial Report Ending June 30, 2020 Pages 7-28

Action Required: Motion to Accept the Consent Agenda
6. Old Business:
 - 6.1 H&H Paving Change Order No. 1 Pages 29-32
Action Requested
 - 6.2 Upland Reservoir Property ROW Dedication Pages 33-42
Action Requested
7. New Business:
 - 7.1 Sewer Manhole Repair Quote Pages 43-48
Action Requested
8. Council Concerns & Committee Reports
9. Mayor's Report
10. City Administrator Report
11. Adjourn

Pending Business:

1. Public Works
 - 1.1 Highway 99W Street Lighting
 - 1.2 ODOT Phase B Highway 99W Improvements
 - 1.3 Water Line Relocation Project

2. Planning/Land Use
 - 2.1 Dundee Riverside District Code Amendment
 - 2.2 Exterior Lighting – Code Update/Street Light Standards
 - 2.3 Helipad Standards
 - 2.4 Vacation Rentals Code Amendment
 - 2.5 Pending Type II or Type III Land Use Applications:
 - 2.5.1 Conditional Use – Verizon Cell Tower

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. 572-2020
 - 5.2 Resolution No. 2020-13

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

**CITY COUNCIL MEETING
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July 21, 2020**

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City of Dundee
City Council Meeting Minutes
July 21, 2020

Call to Order

Mayor David Russ called the meeting to order at 7:00 P.M. over ZOOM teleconferencing meeting platform.

Council and Staff Attendance

Attendance Via ZOOM: Mayor David Russ; Councilors Tim Weaver, Storr Nelson, Kristen Svicarovich, Ted Crawford and Patrick Kelly. Absent: Councilor Jeannette Adlong. Staff Attendance via Zoom: Rob Daykin, City Administrator; Tim Ramis, City Attorney; Chuck Simpson, Public Works Superintendent; and Melissa Lemen, Administrative Assistant.

Public Attendance

Attendance Via ZOOM: "David Brent" as indicated by electronic device.

Agenda Changes

None.

Public Comment

None.

Consent Agenda

A **motion** was made and seconded to approve Consent Agenda Item 4.1 City Council Minutes, July 7, 2020. **The motion** passed unanimously.

Old Business

Furioso Vineyards Water Agreement

C.A. Daykin reviewed that the City Council approved a request for City water from Furioso Vineyards at the May 19, 2020 meeting pending additional consideration of a special fee paid to the City for the privilege of connection, similar to what other projects on Worden Hill Road water line have done in the past. He discussed that City Staff reviewed information provided from Furioso about the costs for development of a well, as well as the costs associated with connecting to the City; Staff supports assessment of a special fee in the amount of \$22,300. C.A. Daykin explained that Furioso Vineyards had also requested that they be permitted to pay the special fee in twelve monthly installments which could be allowed with Council approval. C.A. Daykin expressed concern as Furioso Vineyards had indicated that they would be present at the meeting tonight to provide testimony and/or answer questions of Council though they do not appear to be in attendance.

C. Crawford inquired about whether the funds collected from the special fee would then be used for improvements for the Worden Hill line. C.A. Daykin explained that at some point in the future these funds could be paired with additional funds to continue improvements on the Worden Hill Line, though likely \$50,000-\$60,000 would likely be required for a worthwhile project. A **motion** was made and seconded to approve the imposition of a special fee to Furioso Vineyards in the amount of \$22,300 that is in addition to the SDC fee and actual connection costs to the City water main, and to authorize the payment of the fee in twelve monthly installments. C. Crawford inquired about whether the Dundee Manor is planning to turn into a small winery. C.A. Daykin

affirmed that they did get authorization from the County for permit to construct a new tasting room, though he is unsure of whether they are actually going to produce wine on the premises or not; the City has not been approached with a request for water. It was noted that they do have their own water system, though it is unknown whether it is sufficient to meet their requirements or not. Brief discussion ensued. **The motion** passed unanimously.

Resolution No. 2020-13, DEQ Loan Agreement

C.A. Daykin noted that an updated meeting agenda page 17 was emailed to the City Council prior to tonight's meeting. He explained that the difference between the existing loan and what the new outcome with this loan is over the next 12.5 years is that the City is going to save over \$252,000. **A motion** was made and seconded to adopt Resolution 2020-13, a Resolution authorizing Amendment No. 4 to Clean Water State Revolving Fund (CWSRF) Loan Agreement No. R29650 with the Oregon Department of Environmental Quality. **The motion** passed unanimously.

City Utility Billing Delinquency Procedures

C.A. Daykin reviewed the details of the utility billing process and discussed his agenda report on page 19 in detail. He discussed that 9 of the 25 customers that are currently on the shut-off list are those participating in the contract payment arrangement which was provided previously; under City rules if they do not comply by making the timely payment for the amount due, they would not be allowed to be placed on a second contract payment. Therefore, under City rules water would not be turned on unless the minimum past due payment was received. Council discussed the matter and potential delinquency procedures. C. Weaver expressed concern about not overloading Staff with too many special needs. C. Crawford pointed out that if the extra \$600 in weekly unemployment benefits is reduced or discontinued there may be more delinquent customers as a result. Mayor Russ suggested that customers ideally not drop behind in payments more than three times their highest bill amount. C. Weaver discussed the importance of delinquent customers maintaining communication with the City and making efforts to pay a portion of their bill as they can. The consensus of Council was to move forward with providing 24-hour notices to delinquent customers and moving forward with shut-offs while not charging the related fees and continue working with customers as much as possible. For those already participating on the contract payment plan and who continue to be delinquent, their plan will be invalidated and they will not be permitted to go onto a new payment plan; Staff will continue to work with them to accept minimum payments in order to provide them service.

New Business

Upland Drive Reservoir Fencing

Council reviewed photos of the fencing options provided on page 25 of the meeting agenda packet. C.A. Daykin inquired about the desired height of the fence to provide adequate protection to which Chuck Simpson discussed that the standard fence height is 6 feet; a shorter fence would be a custom order. Simpson described that the fencing would act as a crown around the top of the tank.

C. Svicarovich inquired about whether a zone change is required if fencing is only placed on the top of the reservoir. C.A. Daykin discussed that the R-1 zone is very restrictive in terms of fencing and the City couldn't place a tall perimeter fence under current guidelines; the Public (P) zone would not have those same restrictions, though there is a process which would need to be undertaken to do so. It was noted that a fence on top of the structure would likely be considered as part of the structure. Discussion ensued. M. Russ inquired about whether the reservoir is fully secure without a fence around it on the outside or edges. Simpson discussed that it is totally open to contact from the public, though no one can get into it through a secured vent and hatch cover

on the tank. C.A. Daykin discussed that there would be concerns with installing a fence on the old concrete roof of the reservoir and M. Russ suggested that a better option might be installing a fence on the ground around it. Simpson pointed out that of concern is the fact that the reservoir is approximately 10 feet away or less from Upland Drive on one side; placing a fence in that area would be difficult. C. Weaver inquired about the age of the reservoir, which C.A. Daykin indicated was believed to be constructed during the early 1960s. C.A. Daykin discussed that the reservoir condition was studied approximately 10 years ago; it was thought to have a lifespan of approximately another 40 years at that time. C. Nelson pointed out that concrete foundations are typically designed for 50 years. Simpson discussed that the last inspection went really well with no major problems discovered other than concerns about fencing; the rules are a little more stringent as Dundee reaches a population of 3300. C.A. Daykin discussed that this site will probably be the site of a new larger reservoir in the future though unfortunately under current zoning regulations the City is not allowed to place a reservoir in an R-1 zone. He explained that not including water reservoirs as an allowed use in the present zoning is likely an oversight. C.A. Daykin discussed that the City could try to modify the R-1 zone to add that to the table of uses or go back to the P zone; if the zoning is changed to P not only would reservoirs be allowed, but also there would not be fencing restrictions as well. Council voiced support of changing the zoning back to the P zone. M. Russ suggested that perhaps placing some barbwire fencing atop the reservoir that extends outward could be an option. The consensus of City Council was to move forward with initiating a zone change to change that property zoning to Public. C.A. Daykin explained that Staff will conduct additional research to find out what needs to be done to secure the reservoir. Additional conversation ensued.

City Website Update Agreement

Brief discussion was had regarding some of the potential benefits of the website update. A **motion** was made and seconded to accept the proposal from GovOffice for development of a new City of Dundee website and to authorize the City Administrator to sign the Service & License Agreement. **The motion** passed unanimously.

Council Concerns and Committee Reports

C. Svicarovich explained that as part of the development on Seventh Street a marked crosswalk was to be put in place at the intersection of Seventh Street and Graystone Place due to the closure of the ADA ramp on the north side of that intersection. She inquired about when it is anticipated that the crosswalk will get painted. Though C.A. Daykin indicated that he is unaware of that requirement and will look into it.

C. Crawford commented that Willamette River Keepers purchased 9 acres on Ash Island (the up river tip) in the last week. He discussed that they plan to clean it up and potentially place some campsites in the area with potentially an intern staffed during the summer. C. Crawford explained that they are still interested in purchasing the entire island, though it was noted that presently the cost of doing so is very high.

C. Crawford explained that The Dundee Bistro closed down due to a COVID-19 scare involving an employee. He explained that he spoke with Nancy Ponzi today who indicated that the employee tested negative and their business has been back open for the past couple of days.

C. Weaver discussed that last week Dundee Fire Rescue responded to a call on Maple Court. The family of local police veteran, Larry Wiltshire, voiced their appreciation of the Department, though Wiltshire passed away later that evening at a Portland hospital. C. Weaver explained that Wiltshire had retired in 2000; he began his career as a Reserve officer in 1966.

Mayor's Report

M. Russ discussed that he attended a Parkway meeting last Thursday where ODOT provided a presentation showing their proposals for four new interchange areas for the full completion of the bypass project. He indicated that ODOT discussed different facets of the project including changes impacting Dundee. M. Russ explained that one big complication that ODOT discussed pertaining to Dundee is that the large interchange areas being discussed are located outside of the UGB at this time and located on land they don't currently own. M. Russ noted that the Highway 219 to Rex Hill piece of the bypass is moving forward fairly quickly; 85-90% of the right-of-way has been purchased. Brief discussion ensued. It was noted that presently the Parkway meetings are being held over Zoom.

City Administrator's Report

C.A. Daykin discussed that Verizon did file an appeal to the Planning Commission decision regarding the proposed cell tower and that City Council will be conducting a hearing on the appeal at their August 4, 2020 meeting. C. Atty Ramis provided an overview of the process and discussed that the entire record from the Planning Commission does become part of the record before the Council, though additional evidence may also be provided during the process. C. Atty Ramis cautioned Council about avoiding ex parte contact and discussed the process involved in disclosing that information if indicated. C. Nelson inquired about when the ex parte contact window began. C. Atty Ramis explained that he typically feels this begins at the time of the pre-application conference on the particular application being heard; anything that was long before the current application would not be technically an ex parte communication. Brief discussion ensued. C. Svicarovich expressed concern about a public comment made by Rebecca Minifie at the City Council meeting on July 7, 2020. The comment had been interrupted and was noted to potentially be ex parte contact. C. Atty Ramis explained that as long as the information is summarized and contained in the City Council minutes from that meeting that would suffice.

C.A. Daykin discussed that he, Councilor Weaver and Doug Rux recently had a meeting with Stu Lindquist and his development team. He explained that they are interested in pursuing development of Sub Area C. C.A. Daykin noted that besides the Riverside area, an additional parcel that was purchased that's outside of the Riverside area is part of the overall project plan. He explained that discussion was had about some of the requirements to move forward in order to get the zoning in place. On the advice of the C. Atty, C.A. Daykin explained that the City's intent is to allow Lindquist to present a conceptual plan to the Planning Commission and get feedback before he actually moves forward with a full application. Discussion ensued and it was noted that the meeting with Lindquist's team will likely take place in October.

C.A. Daykin explained that there will be an online survey conducted on the issue of the short-term vacation rentals in Dundee. He explained that his hope is to have the survey available next week though it may be the week following. A mass mailing to all City residents is planned; they would have an opportunity to provide feedback on that issue through the survey. C.A. Daykin explained that those results would be brought back to the Planning Commission in a workshop type meeting to assist in facilitating that process.

C.A. Daykin discussed that slurry sealing will be taking place Monday and Tuesday (July 27 & 28) in the City, and that crack sealing recently took place in those areas which will receive slurry seal. C.A. Daykin explained that the contractor also had work from last year that he did not end up completing for the City; a reduction in price was negotiated and the 2019 work will be completed along with the 2020 work. C.A. Daykin explained that the contractor was able to come up with a plan to complete the work with the least amount of disturbance to the neighborhoods.

C. Crawford inquired about whether any updates have been received regarding the streetlight project. C.A. Daykin explained that the poles are expected to arrive in early to mid-August; there are some parts which are still backordered though the poles themselves will be arriving. It was noted that all of the service connections are ready to go and some work has been being completed already. Installation should move relatively quickly once the poles and the fixtures are received.

Public Comment

None.

The meeting was adjourned at 7:45 P.M.

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder

CITY OF DUNDEE
Statement of Activities

From 7/01/2019 Through 6/30/2020

UNAUDITED

	General		Street CIP	Street Reserve	State Revenue	Equipment Reserve	Parks Fund	Tourism	Fire Station	Bonded Debt	Water CIP		Sewer CIP	Storm Water	Storm Water	Total
	Fund	Street Fund	Fund	Fund	Fund	Fund		Fund	Fund		Constr Fund	Water Fund	Fund	Sewer Fund	Fund	
Revenue																
Taxes	755,214	24,482	-	-	-	-	-	54,006	-	152,398	-	-	-	-	-	986,100
Franchise Fees	153,864	-	46,159	-	-	-	-	-	-	-	-	-	-	-	-	200,023
Licenses & Permits	62,810	-	-	-	-	-	-	-	-	-	-	-	-	-	-	62,810
Intergovernmental Revenue	192,549	228,939	100,000	-	30,183	-	32,800	-	-	-	-	-	-	-	-	584,471
Charges for Services	273,361	-	-	-	-	-	-	-	-	-	644,151	33,972	1,324,320	36,836	109,613	2,436,869
Fines & Forfeitures	57,390	-	-	-	-	-	-	-	-	-	-	-	-	-	-	57,390
Miscellaneous Revenue	41,101	1,813	52,923	892	72	16,282	2,549	2,721	80,436	1,066	3,431	8,513	5,242	23,349	800	242,370
Total Revenue	1,536,288	255,234	199,082	892	30,255	16,282	35,349	56,727	80,436	153,464	647,583	42,485	1,329,562	60,185	110,414	4,570,034
Expenditures																
Personnel	691,136	40,453	-	-	-	-	-	-	-	-	205,914	-	192,712	-	27,322	1,157,537
Materials & Services	899,998	110,274	-	-	14,039	-	6,911	27,806	31,221	-	244,489	-	306,824	-	22,529	1,664,092
Capital Outlay	46,014	-	243,541	-	6,308	30,386	38,505	11,000	117,861	-	32,790	143,694	-	8,248	-	753,235
Debt Service	-	-	45,876	-	-	58,627	-	-	-	150,143	-	117,203	-	688,127	-	1,083,574
Total Expenditures	1,637,148	150,727	289,417	-	20,347	89,013	45,416	38,806	149,082	150,143	483,193	260,897	499,537	696,374	49,851	4,658,437
Excess (deficiency) of Revenue over Expenditures	(100,860)	104,507	(90,335)	892	9,908	(72,731)	(10,067)	17,922	(68,646)	3,321	164,390	(218,412)	830,025	(636,189)	60,562	(88,403)
Other Financing Sources (Uses)	88,730	(13,300)	-	-	(5,500)	83,200	5,500	-	8,432	-	(156,055)	80,000	(745,107)	666,000	(63,900)	52,000
Net Changes to Fund Balance	(12,130)	91,207	(90,335)	892	4,408	10,469	(4,567)	17,922	(60,214)	3,321	8,335	(138,412)	84,918	29,811	(3,338)	(88,403)
Beginning Fund Balance	609,022	44,739	295,229	44,765	2,051	854,135	8,302	116,093	60,214	17,810	59,937	326,245	157,552	514,092	12,638	3,210,736
Ending Fund Balance	596,892	135,946	204,894	45,656	6,459	864,604	3,736	134,015	-	21,131	68,272	187,833	242,469	543,903	9,300	3,122,332

City of Dundee

Statement of Revenue & Expenditures
General Fund - 001
From 6/01/2020 Through 6/30/2020

UNAUDITED

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	17,146	755,214	756,500	0.17%	1,286
Franchise Fees	0	153,864	149,900	-2.64%	(3,964)
Licenses & Permits	4,004	62,810	73,800	14.89%	10,990
Intergovernmental Revenue	11,110	192,549	187,900	-2.47%	(4,649)
Charges for Services	68,295	273,361	252,500	-8.26%	(20,861)
Fines & Forfeitures	3,343	57,390	56,000	-2.48%	(1,390)
Miscellaneous Revenue	983	41,101	41,700	1.44%	599
Total REVENUE	<u>104,880</u>	<u>1,536,288</u>	<u>1,518,300</u>	<u>-1.18%</u>	<u>(17,988)</u>
EXPENDITURES (by Department)					
01 - Admin / Finance	45,512	440,594	441,600	0.23%	1,006
02 - Court	1,561	23,349	26,700	12.55%	3,351
03- Community Development	7,129	126,117	147,800	14.67%	21,683
04 - Police Department	39,446	519,089	519,100	0.00%	11
05 - Fire Department	83,383	527,999	563,900	6.37%	35,901
Total EXPENDITURES	<u>177,032</u>	<u>1,637,148</u>	<u>1,699,100</u>	<u>3.65%</u>	<u>61,952</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(72,152)</u>	<u>(100,860)</u>	<u>(180,800)</u>	<u>44.21%</u>	<u>(79,940)</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	7,496	97,162	96,600	-0.58%	(562)
Transfers Out	(8,432)	(8,432)	(8,500)	NA	(68)
Other Uses	0	0	(60,000)	100.00%	(60,000)
Total OTHER FINANCING SOURCES (USES)	<u>(936)</u>	<u>88,730</u>	<u>(34,250)</u>	<u>359.07%</u>	<u>(122,980)</u>
NET CHANGE IN FUND BALANCE	<u>(73,089)</u>	<u>(12,130)</u>	<u>(215,050)</u>	<u>94.36%</u>	<u>(202,920)</u>
BEGINNING FUND BALANCE	669,981	609,022	609,200	-0.03%	(178)
ENDING FUND BALANCE	<u>596,892</u>	<u>596,892</u>	<u>394,150</u>	<u>51.44%</u>	<u>202,742</u>

City of Dundee
Statement of Revenue & Expenditures
General Fund - 001 Admin/Finance - 01
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	14,714	176,170	176,800	0.36%	630
Personnel Benefits	8,627	103,215	104,000	0.75%	785
Total Personnel Services	<u>23,341</u>	<u>279,385</u>	<u>280,800</u>	<u>0.50%</u>	<u>1,415</u>
Materials & Services					
Supplies	217	3,114	4,200	25.87%	1,086
Professional Services	20,199	113,208	102,600	-10.34%	(10,608)
Contractual Services	110	1,322	1,300	-1.70%	(22)
Travel & Training	0	5,830	11,100	47.48%	5,270
Insurance	0	9,876	9,600	-2.88%	(276)
Regulatory Requirements	0	680	800	15.01%	120
Utilities	551	6,067	6,600	8.07%	533
Repairs & Maintenance	500	6,050	9,400	35.64%	3,350
Other Materials & Services	595	10,896	12,400	12.13%	1,504
Total Materials & Services	<u>22,172</u>	<u>157,042</u>	<u>158,000</u>	<u>0.61%</u>	<u>958</u>
Capital Outlay	0	4,167	2,800	-48.82%	(1,367)
Total ADMIN/FINANCE EXPENDITURES	<u><u>45,512</u></u>	<u><u>440,594</u></u>	<u><u>441,600</u></u>	<u><u>0.23%</u></u>	<u><u>1,006</u></u>

City of Dundee

Statement of Revenue & Expenditures
 General Fund - 001 Court - 02
 From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	806	9,664	10,300	6.18%	636
Personnel Benefits	688	7,883	8,800	10.43%	917
Total Personnel Services	<u>1,493</u>	<u>17,546</u>	<u>19,100</u>	<u>8.13%</u>	<u>1,554</u>
Materials & Services					
Supplies	0	35	200	82.33%	165
Professional Services	0	1,791	2,300	22.12%	509
Contractual Services	0	2,590	3,300	21.52%	710
Travel & Training	0	949	1,100	13.76%	151
Other Materials & Services	68	437	700	37.53%	263
Total Materials & Services	<u>68</u>	<u>5,803</u>	<u>7,600</u>	<u>23.65%</u>	<u>1,797</u>
Capital Outlay	0	0	0		0
Total COURT EXPENDITURES	<u><u>1,561</u></u>	<u><u>23,349</u></u>	<u><u>26,700</u></u>	<u><u>12.55%</u></u>	<u><u>3,351</u></u>

City of Dundee
Statement of Revenue & Expenditures
General Fund - 001 Community Development - 03
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	953	11,415	12,200	6.44%	785
Personnel Benefits	813	9,719	10,400	6.55%	681
Total Personnel Services	<u>1,767</u>	<u>21,134</u>	<u>22,600</u>	<u>6.49%</u>	<u>1,466</u>
Materials & Services					
Supplies	0	132	500	73.58%	368
Professional Services	4,641	58,528	67,200	12.90%	8,672
Contractual Services	593	26,079	36,000	27.56%	9,921
Travel & Training	0	592	1,400	57.72%	808
Other Materials & Services	128	19,652	20,100	2.23%	448
Total Materials & Services	<u>5,363</u>	<u>104,983</u>	<u>125,200</u>	<u>16.15%</u>	<u>20,217</u>
Total COMMUNITY DEVELOPMENT EXPENDITURES	<u><u>7,129</u></u>	<u><u>126,117</u></u>	<u><u>147,800</u></u>	<u><u>14.67%</u></u>	<u><u>21,683</u></u>

City of Dundee

Statement of Revenue & Expenditures
 General Fund - 001 Police Dept - 04
 From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Materials & Services					
Contractual Services	39,446	519,089	519,100	0.00%	11
Total Materials & Services	<u>39,446</u>	<u>519,089</u>	<u>519,100</u>	<u>0.00%</u>	<u>11</u>
Total POLICE DEPT EXPENDITURES	<u><u>39,446</u></u>	<u><u>519,089</u></u>	<u><u>519,100</u></u>	<u><u>0.00%</u></u>	<u><u>11</u></u>

City of Dundee

Statement of Revenue & Expenditures

General Fund - 001 Fire Dept - 05

From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	17,820	237,513	246,300	3.57%	8,787
Personnel Benefits	13,966	135,558	155,900	13.05%	20,342
Total Personnel Services	<u>31,785</u>	<u>373,071</u>	<u>402,200</u>	<u>7.24%</u>	<u>29,129</u>
Materials & Services					
Supplies	815	9,459	16,000	40.88%	6,541
Professional Services	0	663	800	17.16%	137
Contractual Services	11,193	51,952	25,400	-104.54%	(26,552)
Travel & Training	189	1,535	2,100	26.89%	565
Insurance	0	16,723	17,400	3.89%	677
Regulatory Requirements	430	6,796	7,500	9.38%	704
Utilities	1,549	16,875	17,900	5.72%	1,025
Repairs & Maintenance	1,918	8,921	13,000	31.38%	4,079
Other Materials & Services	41	156	300	48.09%	144
Total Materials & Services	<u>16,135</u>	<u>113,081</u>	<u>100,400</u>	<u>-12.63%</u>	<u>(12,681)</u>
Capital Outlay	35,463	41,847	61,300	31.73%	19,453
Total FIRE DEPT EXPENDITURES	<u><u>83,383</u></u>	<u><u>527,999</u></u>	<u><u>563,900</u></u>	<u><u>6.37%</u></u>	<u><u>35,901</u></u>

City of Dundee
Statement of Revenue & Expenditures
Street Fund - 110
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	1,352	24,482	29,000	15.58%	4,518
Intergovernmental Revenue	12,850	228,939	240,000	4.61%	11,061
Miscellaneous Revenue	134	1,813	1,500	-20.87%	(313)
Total REVENUE	<u>14,336</u>	<u>255,234</u>	<u>270,500</u>	<u>5.64%</u>	<u>15,266</u>
EXPENDITURES					
Personnel Services	3,069	40,453	42,400	4.59%	1,947
Material & Services					
Supplies	401	3,357	4,200	20.08%	843
Professional Services	1,018	14,539	9,000	-61.55%	(5,539)
Travel & Training	0	139	500	72.20%	361
Insurance	0	1,895	1,900	0.26%	5
Regulatory Requirements	0	71	100	29.00%	29
Utilities	2,162	24,934	23,800	-4.76%	(1,134)
Repairs & Maintenance	8,079	45,036	115,900	61.14%	70,864
Interfund Services	(8,279)	20,296	19,600	-3.55%	(696)
Other Materials & Services	0	6	200	96.90%	194
Total Materials & Services	<u>3,381</u>	<u>110,274</u>	<u>175,200</u>	<u>37.06%</u>	<u>64,926</u>
Total EXPENDITURES	<u>6,450</u>	<u>150,727</u>	<u>217,600</u>	<u>30.73%</u>	<u>66,873</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>7,885</u>	<u>104,507</u>	<u>52,900</u>	<u>-97.56%</u>	<u>(51,607)</u>
OTHER FINANCING SOURCES (USES)					
Transfers Out	0	(13,300)	(83,300)	84.03%	(70,000)
Other Uses	0	0	(5,000)	100.00%	(5,000)
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>(13,300)</u>	<u>(88,300)</u>	<u>84.94%</u>	<u>(75,000)</u>
NET CHANGE IN FUND BALANCE	<u>7,885</u>	<u>91,207</u>	<u>(35,400)</u>	<u>357.65%</u>	<u>(126,607)</u>
BEGINNING FUND BALANCE	128,061	44,739	43,500	2.85%	1,239
ENDING FUND BALANCE	<u>135,946</u>	<u>135,946</u>	<u>8,100</u>	<u>1578.35%</u>	<u>127,846</u>

City of Dundee
Statement of Revenue & Expenditures
Street CIP Fund - 111
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Franchise Fees	0	46,159	43,900	-5.15%	(2,259)
Intergovernmental Revenue	100,000	100,000	600,000	83.33%	500,000
Miscellaneous Revenue	202	52,923	57,000	7.15%	4,077
Total REVENUE	<u>100,202</u>	<u>199,082</u>	<u>700,900</u>	<u>71.60%</u>	<u>501,818</u>
EXPENDITURES					
Capital Outlay	4,288	243,541	1,313,000	81.45%	1,069,459
Debt Service	0	45,876	49,600	7.51%	3,724
Total EXPENDITURES	<u>4,288</u>	<u>289,417</u>	<u>1,362,600</u>	<u>78.76%</u>	<u>1,073,183</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>95,914</u>	<u>(90,335)</u>	<u>(661,700)</u>	<u>86.35%</u>	<u>(571,365)</u>
OTHER FINANCING SOURCES (USES)					
Debt Proceeds	0	0	456,000	100.00%	456,000
Transfers In	0	0	70,000	100.00%	70,000
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>526,000</u>	<u>100.00%</u>	<u>526,000</u>
NET CHANGE IN FUND BALANCE	<u>95,914</u>	<u>(90,335)</u>	<u>(135,700)</u>	<u>33.43%</u>	<u>(45,365)</u>
BEGINNING FUND BALANCE	108,980	295,229	248,800	18.66%	46,429
ENDING FUND BALANCE	<u><u>204,894</u></u>	<u><u>204,894</u></u>	<u><u>113,100</u></u>	<u><u>81.16%</u></u>	<u><u>91,794</u></u>

City of Dundee
Statement of Revenue & Expenditures
Street Reserve Fund - 112
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenue	45	892	1,100	18.93%	208
Total REVENUE	<u>45</u>	<u>892</u>	<u>1,100</u>	<u>18.93%</u>	<u>208</u>
EXPENDITURES					
Capital Outlay	0	0	45,800	100.00%	45,800
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>45,800</u>	<u>100.00%</u>	<u>45,800</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>45</u>	<u>892</u>	<u>(44,700)</u>	<u>102.00%</u>	<u>(45,592)</u>
NET CHANGE IN FUND BALANCE	<u>45</u>	<u>892</u>	<u>(44,700)</u>	<u>102.00%</u>	<u>(45,592)</u>
BEGINNING FUND BALANCE	45,612	44,765	44,700	0.14%	65
ENDING FUND BALANCE	<u><u>45,656</u></u>	<u><u>45,656</u></u>	<u><u>0</u></u>	<u><u>0.00%</u></u>	<u><u>45,656</u></u>

City of Dundee

Statement of Revenue & Expenditures
 State Revenue Sharing Fund - 122
 From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	30,183	31,000	2.64%	817
Miscellaneous Revenue	6	72	200	64.00%	128
Total REVENUE	6	30,255	31,200	3.03%	945
EXPENDITURES					
Material & Services					
Professional Services	0	2,239	2,500	10.44%	261
Contractual	0	11,800	11,800	0.00%	0
Total Materials & Services	0	14,039	14,300	1.82%	261
Capital Outlay	0	6,308	12,700	50.33%	6,392
Total EXPENDITURES	0	20,347	27,000	24.64%	6,653
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	6	9,908	4,200	-135.90%	(5,708)
OTHER FINANCING SOURCES (USES)					
Transfers Out	0	(5,500)	(5,500)	0.00%	0
Total OTHER FINANCING SOURCES (USES)	0	(5,500)	(5,500)	0.00%	0
NET CHANGE IN FUND BALANCE	6	4,408	(1,300)	439.08%	(5,708)
BEGINNING FUND BALANCE	6,453	2,051	1,700	20.66%	351
ENDING FUND BALANCE	6,459	6,459	400	1514.80%	6,059

City of Dundee

Statement of Revenue & Expenditures
 Equipment Reserve Fund - 127
 From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenue	851	16,282	37,000	55.99%	20,718
Total REVENUE	851	16,282	37,000	55.99%	20,718
EXPENDITURES					
Capital Outlay	25,387	30,386	915,000	96.68%	884,614
Debt Service	0	58,627	58,700	0.12%	73
Total EXPENDITURES	25,387	89,013	973,700	90.86%	884,687
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(24,535)	(72,731)	(936,700)	92.24%	(863,969)
OTHER FINANCING SOURCES (USES)					
Transfers In	0	83,200	83,200	0.00%	0
Total OTHER FINANCING SOURCES (USES)	0	83,200	83,200	0.00%	0
NET CHANGE IN FUND BALANCE	(24,535)	10,469	(853,500)	101.23%	(863,969)
BEGINNING FUND BALANCE	889,139	854,135	853,500	-0.07%	(635)
ENDING FUND BALANCE	864,604	864,604	0	NA	(864,604)

City of Dundee
Statement of Revenue & Expenditures
Parks Fund - 131
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	32,800	32,800	0.00%	0
Miscellaneous Revenue	4	2,549	2,600	1.95%	51
Total REVENUE	4	35,349	35,400	0.14%	51
EXPENDITURES					
Materials & Services					
Professional Services	0	4,499	4,000	-12.47%	-499
Repairs & Maintenance	75	2,413	4,100	41.16%	1,687
Total Materials & Services	75	6,911	8,100	14.67%	1,189
Capital Outlay	0	38,505	38,600	0.25%	95
Total EXPENDITURES	75	45,416	46,700	2.75%	1,284
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(71)	(10,067)	(11,300)	10.91%	-1,233
OTHER FINANCING SOURCES (USES)					
Transfers In	0	5,500	5,500	0.00%	0
Total OTHER FINANCING SOURCES (USES)	0	5,500	5,500	0.00%	0
NET CHANGE IN FUND BALANCE	(71)	(4,567)	(5,800)	21.26%	-1,233
BEGINNING FUND BALANCE	3,807	8,302	6,100	-36.10%	-2,202
ENDING FUND BALANCE	3,736	3,736	300	-1145.20%	-3,436

City of Dundee
Statement of Revenue & Expenditures
Tourism Fund - 151
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Taxes	1,241	54,006	75,800	28.75%	21,794
Miscellaneous Revenue	132	2,721	13,000	79.07%	10,279
Total REVENUE	<u>1,372</u>	<u>56,727</u>	<u>88,800</u>	<u>36.12%</u>	<u>32,073</u>
EXPENDITURES					
Materials & Services					
Professional Services	0	2,239	2,500	10.44%	261
Contractual Services	4,929	25,566	112,000	77.17%	86,434
Total Materials & Services	<u>4,929</u>	<u>27,806</u>	<u>114,500</u>	<u>75.72%</u>	<u>86,694</u>
Capital Outlay	0	11,000	80,000	86.25%	69,000
Total EXPENDITURES	<u>4,929</u>	<u>38,806</u>	<u>194,500</u>	<u>80.05%</u>	<u>155,694</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(3,557)</u>	<u>17,922</u>	<u>(105,700)</u>	<u>116.96%</u>	<u>(123,622)</u>
NET CHANGE IN FUND BALANCE	<u>(3,557)</u>	<u>17,922</u>	<u>(105,700)</u>	<u>116.96%</u>	<u>(123,622)</u>
BEGINNING FUND BALANCE	137,572	116,093	110,900	-4.68%	(5,193)
ENDING FUND BALANCE	<u>134,015</u>	<u>134,015</u>	<u>5,200</u>	<u>-2477.21%</u>	<u>(128,815)</u>

City of Dundee

Statement of Revenue & Expenditures
 Fire Station Construction Fund - 201
 From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenue	0	80,436	81,300	1.06%	864
Total REVENUE	<u>0</u>	<u>80,436</u>	<u>81,300</u>	<u>1.06%</u>	<u>864</u>
EXPENDITURES					
Materials & Services					
Professional Services	0	31,221	31,900	2.13%	679
Total Materials & Services	<u>0</u>	<u>31,221</u>	<u>31,900</u>	<u>2.13%</u>	<u>679</u>
Capital Outlay	0	117,861	118,100	0.20%	239
Total EXPENDITURES	<u>0</u>	<u>149,082</u>	<u>150,000</u>	<u>0.61%</u>	<u>918</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>0</u>	<u>(68,646)</u>	<u>(68,700)</u>	<u>0.08%</u>	<u>(54)</u>
OTHER FINANCING SOURCES (USES)					
Transfers In					
Transfer In - General Fund	8,432	8,432	8,500	0.80%	68
Total Transfers In	<u>8,432</u>	<u>8,432</u>	<u>8,500</u>	<u>0.80%</u>	<u>68</u>
Total OTHER FINANCING SOURCES (USES)	<u>8,432</u>	<u>8,432</u>	<u>8,500</u>	<u>0.80%</u>	<u>68</u>
NET CHANGE IN FUND BALANCE	<u>8,432</u>	<u>(60,214)</u>	<u>(60,200)</u>	<u>-0.02%</u>	<u>14</u>
BEGINNING FUND BALANCE	(8,432)	60,214	60,200	-0.02%	(14)
ENDING FUND BALANCE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>	<u>0</u>

City of Dundee
Statement of Revenue & Expenditures
Bonded Debt - 310
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	3,640	152,398	148,000	-2.97%	(4,398)
Miscellaneous Revenue	21	1,066	1,000	-6.58%	(66)
Total REVENUE	<u>3,661</u>	<u>153,464</u>	<u>149,000</u>	<u>-3.00%</u>	<u>(4,464)</u>
EXPENDITURES					
Debt Service	0	150,143	150,200	0.04%	57
Total EXPENDITURES	<u>0</u>	<u>150,143</u>	<u>150,200</u>	<u>0.04%</u>	<u>57</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>3,661</u>	<u>3,321</u>	<u>(1,200)</u>	<u>376.72%</u>	<u>(4,521)</u>
NET CHANGE IN FUND BALANCE	<u>3,661</u>	<u>3,321</u>	<u>(1,200)</u>	<u>376.72%</u>	<u>(4,521)</u>
BEGINNING FUND BALANCE	17,470	17,810	17,600	-1.19%	(210)
ENDING FUND BALANCE	<u><u>21,131</u></u>	<u><u>21,131</u></u>	<u><u>16,400</u></u>	<u><u>-28.85%</u></u>	<u><u>(4,731)</u></u>

City of Dundee
Statement of Revenue & Expenditures
Water Fund - 431
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	44,950	644,151	617,400	-4.33%	(26,751)
Miscellaneous Revenue	68	3,431	3,400	-0.92%	(31)
Total REVENUE	45,018	647,583	620,800	-4.31%	(26,783)
EXPENDITURES					
Personnel Services	17,360	205,914	212,400	3.05%	6,486
Materials & Services					
Supplies	1,747	12,358	12,500	1.13%	142
Professional Services	2,087	14,106	8,600	-64.03%	(5,506)
Contractual Services	0	2,543	10,000	74.57%	7,457
Travel & Training	0	1,284	2,300	44.17%	1,016
Insurance	0	6,502	5,700	-14.06%	(802)
Regulatory Requirements	6,942	18,972	15,500	-22.40%	(3,472)
Utilities	3,647	41,616	46,100	9.73%	4,484
Repairs & Maintenance	9,574	34,629	40,800	15.13%	6,171
Interfund Services	25,646	103,313	97,000	-6.51%	(6,313)
Other Materials & Services	872	9,167	9,700	5.49%	533
Total Materials & Services	50,516	244,489	248,200	1.50%	3,711
Capital Outlay	3,650	32,790	36,000	0.00%	3,210
Total EXPENDITURES	71,525	483,193	496,600	2.70%	13,407
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(26,507)	164,390	124,200	-32.36%	(40,190)
OTHER FINANCING SOURCES (USES)					
Transfers Out	(82,226)	(156,055)	(157,000)	0.60%	(945)
Other Uses	0	0	(20,000)	100.00%	(20,000)
Total OTHER FINANCING SOURCES (USES)	(82,226)	(156,055)	(177,000)	11.83%	(20,945)
NET CHANGE IN FUND BALANCE	(108,733)	8,335	(52,800)	115.79%	(61,135)
BEGINNING FUND BALANCE	177,005	59,937	56,500	6.08%	3,437
ENDING FUND BALANCE	68,272	68,272	3,700	1745.20%	64,572

City of Dundee

Statement of Revenue & Expenditures
 Water CIP Fund - 432
 From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	0	33,972	39,200	13.34%	5,228
Miscellaneous Revenue	444	8,513	6,000	-41.88%	-2,513
Total REVENUE	<u>444</u>	<u>42,485</u>	<u>45,200</u>	<u>6.01%</u>	<u>2,715</u>
EXPENDITURES					
Capital Outlay	13,126	143,694	265,000	45.78%	121,306
Debt Service	0	117,203	117,300	0.08%	97
Total EXPENDITURES	<u>13,126</u>	<u>260,897</u>	<u>382,300</u>	<u>31.76%</u>	<u>121,403</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(12,681)</u>	<u>(218,412)</u>	<u>(337,100)</u>	<u>35.21%</u>	<u>-118,688</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	80,000	80,000	80,000	0.00%	0
Total OTHER FINANCING SOURCES (USES)	<u>80,000</u>	<u>80,000</u>	<u>80,000</u>	<u>0.00%</u>	<u>0</u>
NET CHANGE IN FUND BALANCE	<u>67,319</u>	<u>(138,412)</u>	<u>(257,100)</u>	<u>46.16%</u>	<u>-118,688</u>
BEGINNING FUND BALANCE	120,515	326,245	270,600	-20.56%	-55,645
ENDING FUND BALANCE	<u><u>187,833</u></u>	<u><u>187,833</u></u>	<u><u>13,500</u></u>	<u><u>-1291.36%</u></u>	<u><u>-174,333</u></u>

City of Dundee
Statement of Revenue & Expenditures
Sewer Fund - 441
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	105,409	1,324,320	1,331,400	0.53%	7,080
Miscellaneous Revenue	239	5,242	4,500	-16.48%	(742)
Total REVENUE	<u>105,648</u>	<u>1,329,562</u>	<u>1,335,900</u>	<u>0.47%</u>	<u>6,338</u>
EXPENDITURES					
Personnel Services	16,246	192,712	200,200	3.74%	7,488
Materials & Services					
Supplies	1,830	16,275	21,500	24.30%	5,225
Professional Services	8,679	27,947	40,700	31.34%	12,753
Contractual Services	495	975	700	-39.24%	(275)
Travel & Training	0	1,003	2,300	56.38%	1,297
Insurance	0	15,797	16,700	5.41%	903
Regulatory Requirements	46	4,938	5,600	11.83%	662
Utilities	6,896	83,831	85,100	1.49%	1,269
Repairs & Maintenance	9,374	50,455	221,300	77.20%	170,845
Interfund Services	20,973	96,689	86,400	-11.91%	(10,289)
Other Materials & Services	671	8,915	9,500	6.16%	585
Total Materials & Services	<u>48,963</u>	<u>306,824</u>	<u>489,800</u>	<u>37.36%</u>	<u>182,976</u>
Total EXPENDITURES	<u>65,209</u>	<u>499,537</u>	<u>690,000</u>	<u>27.60%</u>	<u>190,463</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>40,439</u>	<u>830,025</u>	<u>645,900</u>	<u>-28.51%</u>	<u>(184,125)</u>
OTHER FINANCING SOURCES (USES)					
Transfers Out	(60,770)	(745,107)	(745,600)	0.07%	(493)
Other Uses	0	0	(20,000)	100.00%	(20,000)
Total OTHER FINANCING SOURCES (USES)	<u>(60,770)</u>	<u>(745,107)</u>	<u>(765,600)</u>	<u>2.68%</u>	<u>(20,493)</u>
NET CHANGE IN FUND BALANCE	<u>(20,331)</u>	<u>84,918</u>	<u>(119,700)</u>	<u>170.94%</u>	<u>(204,618)</u>
BEGINNING FUND BALANCE	262,800	157,552	143,300	9.95%	14,252
ENDING FUND BALANCE	<u>242,469</u>	<u>242,469</u>	<u>23,600</u>	<u>927.41%</u>	<u>218,869</u>

City of Dundee

Statement of Revenue & Expenditures
Sewer CIP Fund - 442
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	0	36,836	37,200	0.98%	364
Miscellaneous Revenue	12,671	23,349	30,500	23.45%	7,151
Total REVENUE	12,671	60,185	67,700	11.10%	7,515
EXPENDITURES					
Capital Outlay	0	8,248	8,300	NA	53
Debt Service	0	688,127	689,200	0.16%	1,073
Total EXPENDITURES	0	696,374	697,500	0.16%	1,126
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	12,671	(636,189)	(629,800)	-1.01%	6,389
OTHER FINANCING SOURCES (USES)					
Transfers In	55,500	666,000	666,000	0.00%	0
Total OTHER FINANCING SOURCES (USES)	55,500	666,000	666,000	0.00%	0
NET CHANGE IN FUND BALANCE	68,171	29,811	36,200	17.65%	6,389
BEGINNING FUND BALANCE	475,731	514,092	497,100	-3.42%	(16,992)
ENDING FUND BALANCE	543,903	543,903	533,300	-1.99%	(10,603)

City of Dundee
Statement of Revenue & Expenditures
Storm Water Fund - 451
From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	9,205	109,613	109,800	0.17%	187
Miscellaneous Revenue	60	800	1,000	19.95%	200
Total REVENUE	9,265	110,414	110,800	0.35%	386
EXPENDITURES					
Personnel Services	2,246	27,322	28,300	3.46%	978
Materials & Services					
Supplies	200	1,783	2,300	22.48%	517
Professional Services	269	4,252	5,600	24.07%	1,348
Travel & Training	0	70	200	65.25%	131
Insurance	0	209	200	-4.26%	(9)
Regulatory Requirements	0	36	100	64.50%	65
Utilities	295	1,020	1,100	7.23%	80
Repairs & Maintenance	59	1,439	2,700	46.72%	1,261
Interfund Services	1,242	13,708	12,100	-13.29%	(1,608)
Other Materials & Services	5	13	300	95.52%	287
Total Materials & Services	2,070	22,529	24,600	8.42%	2,071
Total EXPENDITURES	4,317	49,851	52,900	5.76%	3,049
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	4,949	60,562	57,900	-4.60%	(2,662)
OTHER FINANCING SOURCES (USES)					
Transfers Out	(52,000)	(63,900)	(63,900)	0.00%	0
Other Uses	0	0	(5,000)	100.00%	(5,000)
Total OTHER FINANCING SOURCES (USES)	(52,000)	(63,900)	(68,900)	7.26%	(5,000)
NET CHANGE IN FUND BALANCE	(47,051)	(3,338)	(11,000)	69.66%	(7,662)
BEGINNING FUND BALANCE	56,351	12,638	12,100	4.44%	538
ENDING FUND BALANCE	9,300	9,300	1,100	745.47%	8,200

City of Dundee

Statement of Revenue & Expenditures

Storm Water CIP Fund - 452

From 6/01/2020 Through 6/30/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	0	14,616	15,000	2.56%	384
Miscellaneous Revenue	5	1,180	1,300	9.22%	120
Total REVENUE	5	15,796	16,300	3.09%	504
EXPENDITURES					
Capital Outlay	0	74,889	111,000	32.53%	36,111
Debt Service	0	23,598	23,700	0.43%	102
Total EXPENDITURES	0	98,487	134,700	26.88%	36,213
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	5	(82,691)	(118,400)	30.16%	-35,709
OTHER FINANCING SOURCES (USES)					
Transfers In	52,000	52,000	52,000	0.00%	0
Total OTHER FINANCING SOURCES (USES)	52,000	52,000	52,000	0.00%	0
NET CHANGE IN FUND BALANCE	52,005	(30,691)	(66,400)	0.00%	-35,709
BEGINNING FUND BALANCE	5,216	87,912	71,400	0.00%	-16,512
ENDING FUND BALANCE	57,221	57,221	5,000	0.00%	-52,221

AGENDA REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: August 4, 2020
Re: H&H Paving Change Order No. 1

Attached is the quote from H&H Paving for additional work involving base repairs and resurfacing at 10 locations in Dundee. Most of the work is related to preparing the surface for slurry seal scheduled later this season and slurry seals planned for next year. The one exception involves modification of the street grade at driveways on Dogwood Drive to prevent storm water from flowing to the downhill properties. That part of Dogwood Drive is a substandard street without curbs and associated storm facilities. H&H performed similar work last year using the same unit pricing and we were very pleased with the results. *Note: The quote is based on estimated quantities and actual amounts may differ depending on circumstances in the field.*

Recommendation: Motion to authorize Change Order No. 1 to H&H Paving for asphalt street repairs estimated at \$14,450.81.

City of Dundee
2020 Street Repair Areas Change Order

Location	Repair Description	Area (SF)
NW Dogwood Street	Half Street removal and replace at two driveways due to drainage/grade issues: 15' x 55' + 15' x 40'	1425
SW Birch St @ 1st Street	Repair alligatored area: 43.5' x 11.5'	500.25
SE Cedar @ 8th Street	Repair alligatored area: 4.5' x 16'	72
SE Elm Street just N. of 8th St.	Repair alligatored area: 38.5' x 11'	423.5
SE Elm Street@ 8th St.	Repair alligatored area/hole: 3' x 7'	21
SE Elm Street between 7th & 8th St.	Repair alligatored area & Utility Trench: 19' x 7' & 2.5' x 19.5'	181.75
SE Elm Street @ 7th St.	Repair alligatored areas (2): 3' x 5' & 10' x 19'	205
SW Falconcrest Dr @ 11th St	Repair alligatored area with gas valve: 10.5' x 10.5'	110.25
SW Red Hills Dr. @ 2nd St Curve	Repair Utility Trench: 17' x 2.5'	42.5
SE 10th Street @ Hwy 99W	Repair Elect Excavations (sawcut and rocked): 30 SF & 36 SF	66
	Total Area:	3047.25
	\$/SF:	\$4.25
Repaired ACP Depth to be 3"	Repair Area Cost:	\$12,950.81
	Mobilization:	\$1,500.00
	Total Change Order Cost:	\$14,450.81

AGENDA REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: August 4, 2020
Re: Upland Reservoir Property ROW Dedication

The attached map shows the two tax lots (02400 and 01003) making up the Upland Drive water reservoir property.¹ Tax lot 02400 has a 40-foot-wide easterly extension that matched the original 40-foot-wide Upland Drive right of way. On August 3, 1964 the developer of the Cascade View Terrace subdivision approached the City Council and requested that the 40-foot private road access to the reservoir be dedicated for public use and in exchange offered to match the 40 feet with 20 feet of his property to make it a 60 foot wide street. Also, the developer agreed to set aside lot 5 (across the street from the existing reservoir) for a future reservoir.² At that meeting council passed by motion “that this reservoir street is dedicated to the public as a City street.” However, when the Cascade View Terrace subdivision plat was recorded later in that year it instead had a new street named Reservoir Avenue³ that connected to Red Hills Drive and continued to Walnut Avenue with a 40-foot wide width at the narrowest section.

Currently, the route of Upland Drive departs from the public rights of way and crosses the tax lot 02400 owned by the City. The house located on tax lot 02300 was built in 1964 and the driveway crosses the reservoir property tax lot 2400 to access the public street. While it is not clear why the offer by the developer of the Cascade View Terrace subdivision was not implemented, it appears that Council was aware of the driveway approach to the 1964 house at an earlier meeting.⁴

Since the alignment of Upland Drive does not stay within the public right of way, staff recommends dedication of the that portion of the 40-foot easterly extension of tax lot 02400 that abuts tax lot 02300 – about 110 feet in length. City Attorney Kahl prepared a dedication deed for that purpose and the exhibits will be prepared to reflect the Council’s decision regarding the dedication area. Once it is recorded, then the County Surveyor will show the new right of way on the tax maps.

Recommendation: Motion to authorize the Mayor to sign the Dedication Deed of a portion of City owned property as public right of way.

¹ The spatial accuracy of the tax lot lines with the image file to a two-dimensional map are off somewhat but gives a fair indication of the existing improvements relative to the property lines.

² The City property only had the original 85,000-gallon reservoir and the City was contemplating construction of a second reservoir.

³ Reservoir Avenue was renamed Upland Drive after the Cascade View Terrace subdivision property was annexed into the City.

⁴ May 4, 1964 council minutes – discussion regarding grading and oil improvements to the reservoir road, it was noted the new house being built near the reservoir will probably face the road.

Dundee Water Property Map



-35-

For city of Dundee

60ft

Maxar | Esri Community Maps Contributors, Oregon Metro, State of Oregon GEO, BuildingFootprintUSA, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA | Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

 Proposed Dedication

AFTER RECORDING RETURN TO:

City of Dundee
P.O. Box 220
Dundee, OR 97115

NO CHANGE IN TAX STATEMENT

This space is reserved for recorder's use.

DEDICATION DEED

The City of Dundee, an Oregon municipal corporation, hereinafter referred to as "Grantor", the owner of the real property described in Exhibit A, does hereby forever dedicate to the City of Dundee, an Oregon municipal corporation, hereinafter referred to as "Grantee", that portion of Grantor's real property in the County of Yamhill, State of Oregon, as further described and depicted in Exhibits B and C, respectively, to be used and held by the Grantee as a public right-of-way for roadway and utility purposes, hereinafter referred to as the "Dedicated Area".

The true consideration of this dedication is for other value given.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

TO HAVE AND TO HOLD, the above-described real property for the purposes hereinbefore set forth unto the public forever.

DATED this ____ day of _____, 2020.

GRANTOR:

THE CITY OF DUNDEE

By: _____
Name: _____
Title: Mayor

STATE OF OREGON)
) ss.
County of _____)

Before me, a Notary Public, personally appeared the above named _____, who, being duly sworn, stated and acknowledged that the foregoing instrument was executed on behalf of the City of Dundee for the purpose stated therein; that the instrument was signed with proper authority and as a voluntary act of _____.

Dated this ____ day of _____, 2020.

NOTARY PUBLIC FOR OREGON
My Commission Expires:_____

ACCEPTANCE OF DEDICATION

The City of Dundee, Oregon, an Oregon municipal corporation, acting by and through its City Council, does hereby accept this right-of-way dedication for roadway and utility purposes pursuant to ORS 92.014.

DATED this ____ day of _____, 2020.

By: _____
Name: Rob Daykin
Title: City Manager

STATE OF OREGON)
) ss.
County of Yamhill)

This instrument was acknowledged before me on _____, 2020, by Rob Daykin as City Manager of the City of Dundee.

NOTARY PUBLIC FOR OREGON
My Commission Expires: _____

EXHIBIT A
GRANTOR'S REAL PROPERTY

EXHIBIT B

LEGAL DESCRIPTION OF DEDICATED AREA

EXHIBIT C
DEPICTION OF DEDICATED AREA

MEMO

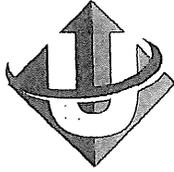


To: City Council
From: PW Superintendent Simpson
CC: Rob Daykin
Date: 7/28/2020
Re: Sewer MH repair

Comments: We have found through the video inspection of the sewer main that flows down Hwy 99w that there are two MH`s at 7th St. and 8th St, that are cracked out at the bottom and are allowing infiltration into the sewer main and are needing repaired, we were taking advantage of the up coming work zone that will take place when the street lights are installed. The cost for these repairs is \$6250.00 through Underground Tech, whom we have used in the past for these repairs.

Chuck Simpson
PW Superintendent

A handwritten signature in black ink, appearing to be "CS", written over a horizontal line.



UNDERGROUND TECH_{LLC}
REPAIR - RENOVATE - RESOLVE

Manhole Rehab Quote City of Dundee

July 23, 2020

Thank you for contacting Underground Tech for your manhole rehabilitation needs. Based on the information we now possess, including both verbal and written, we are pleased to submit our proposal for providing materials and services for the above referenced project.

Scope of Service

To meet the requirements of this project, we propose to furnish the following items:

1. Mobilize and demobilize crew, equipment, and materials to the project location.
2. Clean and prepare structures, seal any active leaks.
3. Line each manhole with **ML-72 Restoration Mortar**.
4. Install chimney seals.

The above scope of service and the following pricing is subject to adjustment if the actual job site conditions and quantities differ from the requirements and conditions known to us at time of this proposal.

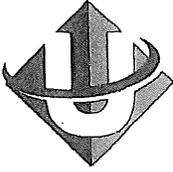


UNDERGROUND TECH^{LLC}

REPAIR - RENOVATE - RESOLVE

Terms and Conditions

- Manholes are located near Dundee Fire Station on Hwy 99W.
- Underground Tech shall receive notification to proceed 20 business days prior to mobilization.
- Customer shall provide a suitable roadway for access of our service vehicles.
- All permits, inspection, licensure and environmental shall be provided by others.
- Protection of Underground Tech equipment shall be provided by others.
- Underground Tech is unaffiliated, any union and trade agreements shall be by others.
- Contracts must be signed by both parties and in place prior to any commencement of work by Underground Tech.
- Prices are based on non-prevailing wages.
- Delays on-site shall be billed per appropriate hourly rates. Any overtime will be billed at 1.5 times the hourly rate.
- If agreement is terminated after Underground Tech has mobilized or materials ordered, you will be invoiced for any out-of-pocket costs incurred.
- Upon completion, payment is due on the 20th of the following month, no retainage, 1-1/2% interest per month will be assessed on past due invoices.



UNDERGROUND TECH_{uc}
REPAIR - RENOVATE - RESOLVE

Closing

We thank you for the opportunity to offer this proposal and look forward to providing this service. If you have any need for further assistance, please do not hesitate to contact me at 541-990-2791.

Sincerely,

Doug Troyer, Owner
Underground Tech

ACCEPTANCE OF QUOTE

SIGNATURE _____

PRINTED NAME & TITLE _____

DATE _____

PLEASE SIGN AND EMAIL TO doug@undergroundtech.net FOR ACCEPTANCE OF THIS QUOTE

