



**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](http://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.*

SEPTEMBER 1, 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. 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.
  - 4.1 City Council Minutes, August 18, 2020 Pages 1-6
  - 4.2 Financial Report Ending July 31, 2020 Pages 7-28

*Action Required: Motion to Accept the Consent Agenda*
5. Old Business:
  - 5.1 Fire Service Study Work Group Pages 29-30  
*Action Requested*
  - 5.2 No Parking Restriction – Walnut Avenue Pages 31-32  
*Action Requested*
  - 5.3 Urban Renewal Loan Agreement Pages 33-36  
*Action Requested*
6. New Business:
  - 6.1 Protective Clothing Quote Pages 37-42  
*Action Requested*
  - 6.2 Water Leak Survey Proposal Pages 43-46  
*Action Requested*
7. Council Concerns & Committee Reports
8. Mayor's Report
9. City Administrator Report

10. 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.
11. Executive Session: In accordance with ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
12. Adjourn

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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:  
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. 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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**City of Dundee**  
**City Council Meeting Minutes**  
**August 18, 2020**

**Call to Order**

Mayor David Russ called the meeting to order at 7:01 P.M. over ZOOM teleconferencing meeting platform.

**Council and Staff Attendance**

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

**Public Attendance**

Attendance Via ZOOM: Paul Welch, Oregon Department of Transportation (ODOT); Mike Connors, Attorney At Law, Hathaway Larson, LLP, 1335 NW Lovejoy, Suite 950, Portland, OR 97209; and one unidentified phone-in attendee.

**Agenda Changes**

C.A. Daykin provided two corrections to the meeting agenda packet. On page 15, it was noted that executive session began at 9:20 p.m. and on page 45, a typo on the last line of the recommendation was corrected from “Range 28” and replaced with “Range 38”.

**Public Comment**

None.

**Consent Agenda**

**A motion** was made and seconded to approve Consent Agenda Item 4.1 City Council Minutes, August 4, 2020. **The motion** passed unanimously.

**Old Business**

**Council Order – Appeal Decision, Verizon Wireless CU/SDR 20-06**

C.A. Daykin briefly reviewed the process. M. Russ asked about C. Atty Ramis’ support of the Order which he affirmed. **A motion** was made and seconded to adopt Council Order CU 20-06, SDR 20-07, an order approving conditional use and a site development review for a wireless communications facility at the Dundee Fire Station at 801 N. Highway 99W, Tax Lot 00800 on map 3325CC. C. Nelson raised questions regarding the design modifications requested by Council for the tower. Discussion ensued and it was noted that the 74-foot monopole design was found to be most appropriate by Council. C. Atty Ramis reviewed that in the course of the proceedings the record provides that the City Council was clear about what type of tower was desired and the Applicant was clear that they were will to build exactly what Council desired. He explained that the requirement that Council set forth for the described monopole design is the requirement which Staff will look to enforce. C.E. Reid explained that he will review the site design issues during the process, though noted City Staff will ensure the correct tower is placed as well. C.A. Daykin explained that the understanding from Staff perspective is that the color of choice for the monopole is a matte gray finish. C. Nelson inquired about the antenna height and Atty Mike Connors explained that the height of the monopole is established by the decision and

limits the height of the antenna tip to 74 feet. **The motion** passed with M. Russ, C. Weaver, C. Nelson, C. Svicarovich and C. Kelly voting in favor and C. Adlong voting nay.

### **FD Captain Position – Salary Schedule Change**

C.A. Daykin explained that he did review the costs of the proposal as well as additional information provided by Interim Fire Chief VanKeulen, and today he discussed that with Sheryl Hartman, Office Manager, who affirmed that the changes do fit within the appropriations that the City adopted for personnel services. C.A. Daykin discussed additional considerations for the overall budget. **A motion** was made and seconded to approve the Fire Department Captain job description and authorize the placement of the Captain position at Range 38 on the salary schedule. **The motion** passed unanimously.

C. Weaver inquired about Chief VanKeulen's thoughts as he has stepped into his position at the Department. Chief VanKeulen discussed that the Fire Department volunteers and the paid Staff are a group who are dedicated to serving the community and have a strong energy; City Staff have also been welcoming and supportive of integrating him into the system. He explained that since the change in the Fire Chief position and change in some of the methods that were used to get the most out of people, Department Staff are settling into more of a balanced approach to their ability to volunteer and also their ability to work and be compensated in the paid positions. Chief VanKeulen explained that there has been a reduction in the operational capability; they will compensate for that with some restructuring with the Captains position. He discussed that presently there are three firefighters at the Department and only one of them is qualified to drive (the employee who will be reclassified to Captain) the fire engine; a plan will need to be made quickly to fill the engineer position. Chief VanKeulen explained that a couple of quick early changes in the Department will be made (with the support of C.A. Daykin) to stabilize operations and support the demand in the City. The ESCI report will likely be received in the next 2-3 weeks. Chief VanKeulen discussed that he is going to meet with the Rural Fire Protection Board on September 1, 2020; they have interest in participating in reviewing that technical report. He explained that following discussion with C.A. Daykin, they may come back to Council seeking a representative to sit on a task force to review the technical report; discussion ensued. Chief VanKeulen discussed that at present there are no written policies at the Department to speak of; this was not anticipated and he informed that he will need to come up with a quick plan to remedy this given the risks operationally. He discussed his belief that this has led to some inconsistent approaches and somewhat of a lack of consistent understanding of the Staff. Chief VanKeulen will ask Staff to pull together McMinnville's operating guidelines as well as TVF&R's and complete a review of the two to as quickly as possible in order to establish at least a baseline written standard operating guideline and policies.

### **Cooperative Improvement Agreement – Hwy 99 Improvements Project**

C.A. Daykin reviewed that earlier today he did email out an updated version of the Agreement, a copy of which has been added to the meeting agenda packet. He explained that there was one new item that was added that dealt with recognizing the City authority relating to franchises within the ODOT work area. C. Atty Ramis discussed that he has reviewed the updated version of the Agreement and explained that the change referenced is a good one for the City. C.A. Daykin reviewed the details of his agenda report on page 53. M. Russ asked for clarification on the price of the conduits at \$163,460. C.E. Reid explained that the conduits being placed are both irrigation conduits for the landscape areas that ODOT will construct as part of the project and crossings for electrical undergrounding as discussed, as well as some franchise conduits that didn't get placed during Phase A. Discussion ensued.

C. Crawford inquired about when the work will go to bid. Paul Welch, ODOT, discussed that in about 2 weeks they will send the package over to their Project Controls office where they will

then prepare it to go out to bid. The project will be advertised starting October 8, 2020. Welch explained that there is a 5-week advertisement period for the project, and it will go to bid on November 12, 2020. Welch discussed that construction is anticipated to begin Spring of 2021. He explained that due to the amount of work that they are doing, along with the work being incorporated into the project, they are anticipating one full season to complete the majority of the work with a return in 2022 for some clean-up work, if everything goes as they have it on paper. The project is anticipated to be completed in July 2022. Welch discussed that he became the Project Manager for this project in January 2020; he understands the long history of the project and is looking forward to the completion of the project for the betterment of the community of Dundee. **A motion** was made and seconded to authorize the City Administrator to sign the Cooperative Improvement Agreement pending review and approval by the City Attorney. **The motion** passed unanimously.

## **New Business**

### **Owner's Appeal to Tenant Utility Charges**

C.A. Daykin reviewed his agenda report on page 65 of the packet. He explained that during this same time the State had also discouraged or put a hold into effect on evictions; in talking to the property owner, the tenant was also not paying rent to him during this same time period. C.A. Daykin explained that John Carroll was notified that this would be on the meeting agenda tonight and was encouraged to be available in case he had any questions though he does not appear to be present. Discussion ensued. C. Crawford pointed out that Oregon law prevented Carroll from evicting his tenant. City Council discussed options including setting up payment terms or potentially crediting back a portion of the charges or the most recent billed monthly charges. C. Kelly inquired about whether the City has encountered a similar situation before to which C.A. Daykin could not recall; even a recent discussion with the utility billing clerk, Melody Osborne, did not uncover any similar situations as most customers are making a good effort to catch up on their accounts. C. Adlong suggested that potentially flagging those accounts which have tenant paid utility bills could be helpful, though she also acknowledged that there is added responsibility that comes with a property owner asking their tenant pay their own utility bill. C. Kelly suggested that a one-month credit along with a payment plan option might be helpful for this property owner. **A motion** was made and seconded to grant an adjustment to the final charges incurred by Jacob Lauer at 661 SE Locust Street in the amount of the most recent month's charges as well allow a 10-month payment agreement for the remaining balance. **The motion** passed unanimously.

## **Council Concerns and Committee Reports**

C. Kelly discussed that he received a report from a neighbor who had some skunks attack his chickens; he later had two skunks trapped and disposed of. C. Adlong discussed that she's noticed that since the work has been completed on Upland Drive (which interfered with some skunk habitat) she has seen fewer skunks in the area though they are not gone; she feels the skunks have dispersed and are perhaps looking for new homes on other nearby streets. C.E. Reid discussed that skunks had been living in both of the storm culverts replaced at Red Hills Drive and Walnut Street. Brief discussion ensued.

C. Svicarovich inquired about the installation of a crosswalk at Graystone and Seventh Street as part of the recent development at Alder Hill subdivision. C.E. Reid affirmed that and indicated that the striping will be installed.

C. Crawford noted out that the paving looks great on Walnut Street. C.E. Reid discussed that a 3+ inches of material was applied in this area. C.A. Daykin discussed that when the work was completed at Red Hills Road, there were a number of unpermitted, or substandard, driveways that

had to be dealt with by doing some additional asphalt of 5 feet in length from the street in order to prevent gravel from kicking into the street. He explained that some of the driveways predate when the regulation required certain things, and others are property owners who did work without asking for authorization. C.E. Reid expressed concern about the issue and discussed that different streets have different numbers of additional driveways, but Red Hills Drive had many including the addition of second gravel driveways to access backyards or a new shop structures; for others it appears that they never installed the asphalt approach when they built their house and have two driveways which are both gravel. C.E. Reid explained that while some driveways are stable and are not causing a problem, he notes a lot of people adding these driveways to backyards and shed areas. He recalled one driveway on Upland that is continually kicking gravel onto the street which is creating a safety hazard and wearing the pavement more quickly in this area. C.E. Reid discussed that he'd like to be able to enforce having property owners upgrade and install the asphalt approach (and require them to keep the gravel off of the street) in areas where there are problems. Discussion ensued. The consensus of Council was to have a more in-depth discussion of the issue and establish some policy directives on this matter at a future Council meeting. C. Weaver pointed out that many of the driveways could have been built by prior owners. C.E. Reid offered to provide examples of some different situations and also offer suggestions.

C.A. Daykin asked C.E. Reid to discuss the asphalt curb which was installed on Red Hills Drive. C.E. Reid discussed that during the original grading at Red Hills Drive, the original design was to try to put in a swale instead of sloping a wing up on the downhill side to capture the water. He explained that upon grading out the areas, particularly on some of the lower driveways, quite a hump would have been created which would have been detrimental to their approach; he decided at that point to go back to the asphalt berm approach to channeling the storm water. Discussion ensued regarding the resultant curb. C.E. Reid explained that a flow test was completed in this area and he was pleased with the way the water flowed to the inlet and the way the test performed. He noted that some property owners are not very happy with the berm across their driveway that wasn't there before. Though he has only heard of one person who may be having issues getting over the berm, he explained that they are also one of the properties who have a gravel driveway; the gravel has dropped away from the new 5-foot approach installed and needs to be regraded, and then likely this issue would resolve. C. Nelson discussed that he drove by the area recently and voiced that the contractor did a very good job on the berm; it is a top notch job and he praised C.E. Reid for the way in which the berm was lowered for each driveway. Discussion ensued and C. Nelson shared that the berm he saw was well compacted and should be very durable.

C. Kelly discussed that the walking path around Billick Park is eroding and crumbling away behind the baseball dugout and along up behind the restroom stretch; there are large chunks of asphalt on the pathway in this area that he removed off the path. C. Adlong expressed frustration and reviewed that pathway maintenance is one of the items that has been discussed with CPRD, though they haven't responded. She discussed that there are also a number of trees which have been planted alongside the path between the park and the school; these trees will apparently be left to grow though they will likely lift the path in that area as some previous trees did.

C. Adlong discussed that at the last Parks Advisory Committee meeting on August 5, 2020, Casey Creighton from CPRD did attend and shared the new draft plan for the Sander property. She discussed that though the Plan will still go through more revisions, she indicated that she is unsure how much more public input will be received. C. Adlong briefly described the plan and explained that though it is mostly passive use, Creighton had indicated that eventually someone would be working at the park. She also noted that the new draft plan reflected a parking lot that would come in off of the Graystone side, even though previously a lot of concern had been expressed about having a street go all of the way through between Graystone and Fifth Street.

Discussion ensued with regard to a potential parking lot or street in this area; it was noted to interfere with the street shown on the TSP. C.A. Daykin briefly reviewed the land use process required for the proposed park.

### **Mayor's Report**

None.

### **City Administrator's Report**

C.A. Daykin discussed that though the 24-hour door hangers have been being placed, no fee has been charged; though water has been shut off, there has been no restoration fee charged. He asked Council if they would like these fees brought back for the month of August. Council discussed potential options moving forward. C. Crawford pointed out that the impacts of the supplemental unemployment insurance being eliminated are not yet known, though the impacts may be known over the next month. C.A. Daykin reviewed the procedure for shutoff notices and shutoffs themselves. The consensus of Council was to continue with the present placement of doorhangers without a fee as well as no fees assessed in association with shutoffs themselves until City Staff has an opportunity to print the fall newsletter and include an announcement about the reinstatement of those fees.

C.A. Daykin discussed that a notice will be mailed out to all postal patrons in Dundee regarding a new online survey on vacation rentals. He explained that the survey will be open until September 4, 2020. The results of the survey will be presented to the Planning Commission on September 16, 2020 with the consultant.

C.A. Daykin discussed that on September 28, 2020 there will be a pilot project, a "friction seal", on Oak Street in Dundee. He discussed that a friction seal is an asphalt-based material similar to a slurry seal but has more resistance to reflective cracking; it will expand and contract without cracking. He noted that there will be some other agencies who will be visiting Dundee for the project as well. C.E. Reid discussed that it is similar to a slurry seal though has its own process and utilizes specialized equipment; it is a mixed sprayed on application which is thicker and has more aggregate added to it. It is supposed to have more placidity and greater longevity than a slurry seal.

### **Public Comment**

None.

The meeting was adjourned at 8:01 P.M.

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David Russ, Mayor

Attest:

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Rob Daykin, City Administrator/Recorder

CITY OF DUNDEE  
Statement of Activities  
From 7/01/2020 Through 7/31/2020

\*\*UNAUDITED\*\*

	General		Street CIP		State		Equipment		Tourism		Water CIP		Sewer CIP	Storm Water	Storm Water	Total
	Fund	Street Fund	Fund	Reserve Fund	Revenue Sharing Fund	Reserve Fund	Parks Fund	Fund	Bonded Debt	Water Fund	Fund	Sewer Fund	Fund	Fund	CIP Fund	
<b>Revenue</b>																
Taxes	13,892	1,826	-	-	-	-	-	4,402	1,970	-	-	-	-	-	-	22,090
Franchise Fees	3,651	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,651
Licenses & Permits	1,992	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,992
Intergovernmental Revenue	6,863	13,624	-	-	-	-	-	-	-	-	-	-	-	-	-	20,487
Charges for Services	23,580	-	-	-	-	-	-	-	-	55,005	-	110,928	-	9,330	-	198,843
Fines & Forfeitures	2,287	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,287
Miscellaneous Revenue	855	141	192	49	7	890	4	-	25	26	453	211	644	9	61	3,565
<b>Total Revenue</b>	<b>53,121</b>	<b>15,591</b>	<b>192</b>	<b>49</b>	<b>7</b>	<b>890</b>	<b>4</b>	<b>4,402</b>	<b>1,994</b>	<b>55,031</b>	<b>453</b>	<b>111,139</b>	<b>644</b>	<b>9,338</b>	<b>61</b>	<b>252,915</b>
<b>Expenditures</b>																
Personnel	236,333	12,834	-	-	-	-	-	-	-	71,119	-	66,291	-	9,222	-	395,800
Materials & Services	69,728	6,560	-	-	-	-	202	4,403	-	15,342	-	23,387	-	1,354	-	120,977
Capital Outlay	-	-	4,464	-	-	339	109	-	-	9,536	6,414	-	-	-	350	21,212
Debt Service	-	-	20,373	-	-	29,314	-	-	-	-	-	-	-	-	-	49,687
<b>Total Expenditures</b>	<b>306,060</b>	<b>19,394</b>	<b>24,837</b>	<b>-</b>	<b>-</b>	<b>29,653</b>	<b>312</b>	<b>4,403</b>	<b>-</b>	<b>95,998</b>	<b>6,414</b>	<b>89,679</b>	<b>-</b>	<b>10,577</b>	<b>350</b>	<b>587,675</b>
Excess (deficiency) of Revenue over Expenditures	(252,939)	(3,803)	(24,645)	49	7	(28,763)	(308)	(1)	1,994	(40,967)	(5,961)	21,461	644	(1,238)	(289)	(334,760)
Other Financing Sources (Uses)	8,266	-	-	-	-	-	-	-	-	(2,720)	-	(65,546)	60,000	-	-	-
Net Changes to Fund Balance	(244,673)	(3,803)	(24,645)	49	7	(28,763)	(308)	(1)	1,994	(43,687)	(5,961)	(44,086)	60,644	(1,238)	(289)	(334,760)
Beginning Fund Balance	596,886	135,946	204,894	45,656	6,459	864,604	3,736	134,015	21,131	68,252	187,833	242,469	543,903	9,300	57,221	3,122,306
Ending Fund Balance	352,214	132,143	180,249	45,705	6,466	835,841	3,427	134,014	23,125	24,566	181,873	198,384	604,546	8,062	56,932	2,787,546

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## City of Dundee

### Statement of Revenue & Expenditures

#### General Fund - 001

From 7/01/2020 Through 7/31/2020

\*\*UNAUDITED\*\*

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	13,892	13,892	744,400	98.13%	730,508
Franchise Fees	3,651	3,651	155,800	97.66%	152,149
Licenses & Permits	1,992	1,992	71,800	97.23%	69,808
Intergovernmental Revenue	6,863	6,863	193,200	96.45%	186,337
Charges for Services	23,580	23,580	302,400	92.20%	278,820
Fines & Forfeitures	2,287	2,287	56,000	95.92%	53,713
Miscellaneous Revenue	855	855	12,100	92.93%	11,245
Total REVENUE	<u>53,121</u>	<u>53,121</u>	<u>1,535,700</u>	<u>96.54%</u>	<u>1,482,579</u>
EXPENDITURES (by Department)					
01 - Admin / Finance	111,941	111,941	526,000	78.72%	414,059
02 - Court	6,155	6,155	31,500	80.46%	25,345
03- Community Development	11,073	11,073	134,900	91.79%	123,827
04 - Police Department	51,452	51,452	535,600	90.39%	484,148
05 - Fire Department	125,440	125,440	675,300	81.42%	549,860
Total EXPENDITURES	<u>306,060</u>	<u>306,060</u>	<u>1,903,300</u>	<u>83.92%</u>	<u>1,597,240</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(252,939)</u>	<u>(252,939)</u>	<u>(367,600)</u>	<u>31.19%</u>	<u>(114,661)</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	8,266	8,266	99,200	91.67%	90,934
Transfers Out	0	0	0	NA	0
Other Uses	0	0	(80,000)	100.00%	(80,000)
Total OTHER FINANCING SOURCES (USES)	<u>8,266</u>	<u>8,266</u>	<u>(40,000)</u>	<u>120.67%</u>	<u>(48,266)</u>
NET CHANGE IN FUND BALANCE	<u>(244,673)</u>	<u>(244,673)</u>	<u>(407,600)</u>	<u>39.97%</u>	<u>(162,927)</u>
BEGINNING FUND BALANCE	596,886	596,886	572,200	4.31%	24,686
ENDING FUND BALANCE	<u><u>352,214</u></u>	<u><u>352,214</u></u>	<u><u>164,600</u></u>	<u><u>113.98%</u></u>	<u><u>187,614</u></u>

**City of Dundee**  
Statement of Revenue & Expenditures  
General Fund - 001 Admin/Finance - 01  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>EXPENDITURES</b>					
Personnel Services					
Salaries & Wages	14,939	14,939	184,700	91.91%	169,761
Personnel Benefits	84,170	84,170	200,100	57.94%	115,930
Total Personnel Services	<u>99,109</u>	<u>99,109</u>	<u>384,800</u>	<u>74.24%</u>	<u>285,691</u>
Materials & Services					
Supplies	0	0	4,200	100.00%	4,200
Professional Services	5,547	5,547	67,300	91.76%	61,753
Contractual Services	74	74	19,300	99.62%	19,226
Travel & Training	4,811	4,811	8,200	41.33%	3,389
Insurance	0	0	10,500	100.00%	10,500
Regulatory Requirements	0	0	700	100.00%	700
Utilities	310	310	6,700	95.37%	6,390
Repairs & Maintenance	308	308	9,200	96.65%	8,892
Other Materials & Services	1,782	1,782	12,300	85.51%	10,518
Total Materials & Services	<u>12,833</u>	<u>12,833</u>	<u>138,400</u>	<u>90.73%</u>	<u>125,567</u>
Capital Outlay	0	0	2,800	100.00%	2,800
<b>Total ADMIN/FINANCE EXPENDITURES</b>	<u><u>111,941</u></u>	<u><u>111,941</u></u>	<u><u>526,000</u></u>	<u><u>78.72%</u></u>	<u><u>414,059</u></u>

## City of Dundee

Statement of Revenue & Expenditures

General Fund - 001 Court - 02

From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	884	884	10,400	91.50%	9,516
Personnel Benefits	4,997	4,997	14,000	64.31%	9,003
Total Personnel Services	<u>5,881</u>	<u>5,881</u>	<u>24,400</u>	<u>75.90%</u>	<u>18,519</u>
Materials & Services					
Supplies	0	0	200	100.00%	200
Professional Services	0	0	2,300	100.00%	2,300
Contractual Services	274	274	3,300	91.70%	3,026
Travel & Training	0	0	700	100.00%	700
Other Materials & Services	0	0	600	100.00%	600
Total Materials & Services	<u>274</u>	<u>274</u>	<u>7,100</u>	<u>96.14%</u>	<u>6,826</u>
Capital Outlay	0	0	0		0
Total COURT EXPENDITURES	<u><u>6,155</u></u>	<u><u>6,155</u></u>	<u><u>31,500</u></u>	<u><u>80.46%</u></u>	<u><u>25,345</u></u>

**City of Dundee**  
Statement of Revenue & Expenditures  
General Fund - 001 Community Development - 03  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	1,046	1,046	12,300	91.50%	11,254
Personnel Benefits	5,824	5,824	16,600	64.92%	10,776
Total Personnel Services	<u>6,869</u>	<u>6,869</u>	<u>28,900</u>	<u>76.23%</u>	<u>22,031</u>
Materials & Services					
Supplies	0	0	500	100.00%	500
Professional Services	3,784	3,784	67,500	94.39%	63,716
Contractual Services	407	407	36,000	98.87%	35,593
Travel & Training	0	0	1,400	100.00%	1,400
Other Materials & Services	13	13	600	97.88%	587
Total Materials & Services	<u>4,203</u>	<u>4,203</u>	<u>106,000</u>	<u>96.03%</u>	<u>101,797</u>
Total COMMUNITY DEVELOPMENT EXPENDITURES	<u>11,073</u>	<u>11,073</u>	<u>134,900</u>	<u>91.79%</u>	<u>123,827</u>

## City of Dundee

Statement of Revenue & Expenditures

General Fund - 001 Police Dept - 04

From 7/01/2020 Through 7/31/2020

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget</u>	<u>Percent Total Budget Remaininng</u>	<u>Total Budget Variance</u>
EXPENDITURES					
Materials & Services					
Contractual Services	51,452	51,452	535,600	90.39%	484,148
Total Materials & Services	<u>51,452</u>	<u>51,452</u>	<u>535,600</u>	<u>90.39%</u>	<u>484,148</u>
Total POLICE DEPT EXPENDITURES	<u>51,452</u>	<u>51,452</u>	<u>535,600</u>	<u>90.39%</u>	<u>484,148</u>

## City of Dundee

Statement of Revenue & Expenditures

General Fund - 001 Fire Dept - 05

From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	18,449	18,449	262,500	92.97%	244,051
Personnel Benefits	106,026	106,026	277,700	61.82%	171,674
<b>Total Personnel Services</b>	<b>124,474</b>	<b>124,474</b>	<b>540,200</b>	<b>76.96%</b>	<b>415,726</b>
Materials & Services					
Supplies	216	216	16,000	98.65%	15,784
Professional Services	0	0	1,500	100.00%	1,500
Contractual Services	0	0	27,500	100.00%	27,500
Travel & Training	0	0	4,300	100.00%	4,300
Insurance	0	0	18,900	100.00%	18,900
Regulatory Requirements	0	0	8,000	100.00%	8,000
Utilities	490	490	17,900	97.26%	17,410
Repairs & Maintenance	260	260	13,000	98.00%	12,740
Other Materials & Services	0	0	200	100.00%	200
<b>Total Materials &amp; Services</b>	<b>966</b>	<b>966</b>	<b>107,300</b>	<b>99.10%</b>	<b>106,334</b>
Capital Outlay	0	0	27,800	100.00%	27,800
<b>Total FIRE DEPT EXPENDITURES</b>	<b>125,440</b>	<b>125,440</b>	<b>675,300</b>	<b>81.42%</b>	<b>549,860</b>

**City of Dundee**  
Statement of Revenue & Expenditures  
Street Fund - 110  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Taxes	1,826	1,826	28,000	93.48%	26,174
Intergovernmental Revenue	13,624	13,624	245,000	94.44%	231,376
Miscellaneous Revenue	141	141	500	71.86%	359
<b>Total REVENUE</b>	<u>15,591</u>	<u>15,591</u>	<u>273,500</u>	<u>94.30%</u>	<u>257,909</u>
<b>EXPENDITURES</b>					
Personnel Services	12,834	12,834	55,600	76.92%	42,766
Material & Services					
Supplies	11	11	4,400	99.74%	4,389
Professional Services	2,575	2,575	17,000	84.85%	14,425
Travel & Training	0	0	500	100.00%	500
Insurance	0	0	2,000	100.00%	2,000
Regulatory Requirements	0	0	100	100.00%	100
Utilities	1,995	1,995	25,400	92.15%	23,405
Repairs & Maintenance	13	13	158,700	99.99%	158,687
Interfund Services	1,966	1,966	23,600	91.67%	21,634
Other Materials & Services	0	0	100	100.00%	100
<b>Total Materials &amp; Services</b>	<u>6,560</u>	<u>6,560</u>	<u>231,800</u>	<u>97.17%</u>	<u>225,240</u>
<b>Total EXPENDITURES</b>	<u>19,394</u>	<u>19,394</u>	<u>287,400</u>	<u>93.25%</u>	<u>268,006</u>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<u>(3,803)</u>	<u>(3,803)</u>	<u>(13,900)</u>	<u>72.64%</u>	<u>(10,097)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers Out	0	0	(43,500)	100.00%	(43,500)
Other Uses	0	0	(5,000)	100.00%	(5,000)
<b>Total OTHER FINANCING SOURCES (USES)</b>	<u>0</u>	<u>0</u>	<u>(48,500)</u>	<u>100.00%</u>	<u>(48,500)</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>(3,803)</u>	<u>(3,803)</u>	<u>(62,400)</u>	<u>93.91%</u>	<u>(58,597)</u>
<b>BEGINNING FUND BALANCE</b>	135,946	135,946	72,200	88.29%	63,746
<b>ENDING FUND BALANCE</b>	<u>132,143</u>	<u>132,143</u>	<u>9,800</u>	<u>1248.40%</u>	<u>122,343</u>

**City of Dundee**  
Statement of Revenue & Expenditures  
Street CIP Fund - 111  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Franchise Fees	0	0	47,700	100.00%	47,700
Intergovernmental Revenue	0	0	600,000	100.00%	600,000
Miscellaneous Revenue	192	192	156,200	99.88%	156,008
<b>Total REVENUE</b>	<u>192</u>	<u>192</u>	<u>803,900</u>	<u>99.98%</u>	<u>803,708</u>
<b>EXPENDITURES</b>					
Capital Outlay	4,464	4,464	1,320,000	99.66%	1,315,536
Debt Service	20,373	20,373	135,800	85.00%	115,427
<b>Total EXPENDITURES</b>	<u>24,837</u>	<u>24,837</u>	<u>1,455,800</u>	<u>98.29%</u>	<u>1,430,963</u>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<u>(24,645)</u>	<u>(24,645)</u>	<u>(651,900)</u>	<u>96.22%</u>	<u>(627,255)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Debt Proceeds	0	0	456,000	100.00%	456,000
Transfers In	0	0	30,000	100.00%	30,000
<b>Total OTHER FINANCING SOURCES (USES)</b>	<u>0</u>	<u>0</u>	<u>486,000</u>	<u>100.00%</u>	<u>486,000</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>(24,645)</u>	<u>(24,645)</u>	<u>(165,900)</u>	<u>85.14%</u>	<u>(141,255)</u>
<b>BEGINNING FUND BALANCE</b>	204,894	204,894	272,700	-24.86%	(67,806)
<b>ENDING FUND BALANCE</b>	<u>180,249</u>	<u>180,249</u>	<u>106,800</u>	<u>68.77%</u>	<u>73,449</u>

**City of Dundee**  
Statement of Revenue & Expenditures  
Street Reserve Fund - 112  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenue	49	49	1,100	95.58%	1,051
Total REVENUE	<u>49</u>	<u>49</u>	<u>1,100</u>	<u>95.58%</u>	<u>1,051</u>
EXPENDITURES					
Capital Outlay	0	0	46,800	100.00%	46,800
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>46,800</u>	<u>100.00%</u>	<u>46,800</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>49</u>	<u>49</u>	<u>(45,700)</u>	<u>100.11%</u>	<u>(45,749)</u>
NET CHANGE IN FUND BALANCE	<u>49</u>	<u>49</u>	<u>(45,700)</u>	<u>100.11%</u>	<u>(45,749)</u>
BEGINNING FUND BALANCE	45,656	45,656	45,700	-0.10%	(44)
ENDING FUND BALANCE	<u><u>45,705</u></u>	<u><u>45,705</u></u>	<u><u>0</u></u>	<u><u>0.00%</u></u>	<u><u>45,705</u></u>

## City of Dundee

### Statement of Revenue & Expenditures

State Revenue Sharing Fund - 122

From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Intergovernmental Revenue	0	0	30,500	100.00%	30,500
Miscellaneous Revenue	7	7	200	96.56%	193
<b>Total REVENUE</b>	<b>7</b>	<b>7</b>	<b>30,700</b>	<b>99.98%</b>	<b>30,693</b>
<b>EXPENDITURES</b>					
Material & Services					
Professional Services	0	0	0	#DIV/0!	0
Contractual	0	0	11,800	100.00%	11,800
<b>Total Materials &amp; Services</b>	<b>0</b>	<b>0</b>	<b>11,800</b>	<b>100.00%</b>	<b>11,800</b>
Capital Outlay	0	0	2,200	100.00%	2,200
<b>Total EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>14,000</b>	<b>100.00%</b>	<b>14,000</b>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<b>7</b>	<b>7</b>	<b>16,700</b>	<b>99.96%</b>	<b>16,693</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers Out	0	0	(15,000)	100.00%	(15,000)
<b>Total OTHER FINANCING SOURCES (USES)</b>	<b>0</b>	<b>0</b>	<b>(15,000)</b>	<b>100.00%</b>	<b>(15,000)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>7</b>	<b>7</b>	<b>1,700</b>	<b>99.60%</b>	<b>1,693</b>
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>6,459</b>	<b>100</b>	<b>6359.20%</b>	<b>6,359</b>
<b>ENDING FUND BALANCE</b>	<b>7</b>	<b>6,466</b>	<b>1,800</b>	<b>259.23%</b>	<b>4,666</b>

## City of Dundee

### Statement of Revenue & Expenditures

Equipment Reserve Fund - 127

From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenue	890	890	34,600	97.43%	33,710
Total REVENUE	<u>890</u>	<u>890</u>	<u>34,600</u>	<u>97.43%</u>	<u>33,710</u>
EXPENDITURES					
Capital Outlay	339	339	700,600	99.95%	700,261
Debt Service	29,314	29,314	58,700	50.06%	29,386
Total EXPENDITURES	<u>29,653</u>	<u>29,653</u>	<u>759,300</u>	<u>96.09%</u>	<u>729,647</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(28,763)</u>	<u>(28,763)</u>	<u>(724,700)</u>	<u>96.03%</u>	<u>(695,937)</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	83,700	100.00%	83,700
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>83,700</u>	<u>100.00%</u>	<u>83,700</u>
NET CHANGE IN FUND BALANCE	(28,763)	(28,763)	(641,000)	95.51%	(612,237)
BEGINNING FUND BALANCE	864,604	864,604	866,000	0.16%	1,396
ENDING FUND BALANCE	<u><u>835,841</u></u>	<u><u>835,841</u></u>	<u><u>225,000</u></u>	<u><u>NA</u></u>	<u><u>(610,841)</u></u>

**City of Dundee**  
Statement of Revenue & Expenditures  
Parks Fund - 131  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Intergovernmental Revenue	0	0	0	#DIV/0!	0
Miscellaneous Revenue	4	4	100	96.35%	96
<b>Total REVENUE</b>	<b>4</b>	<b>4</b>	<b>100</b>	<b>96.35%</b>	<b>96</b>
<b>EXPENDITURES</b>					
Materials & Services					
Professional Services	0	0	4,000	100.00%	4,000
Repairs & Maintenance	202	202	5,000	95.95%	4,798
<b>Total Materials &amp; Services</b>	<b>202</b>	<b>202</b>	<b>9,000</b>	<b>97.75%</b>	<b>8,798</b>
Capital Outlay	109	109	8,000	98.63%	7,891
<b>Total EXPENDITURES</b>	<b>312</b>	<b>312</b>	<b>17,000</b>	<b>98.17%</b>	<b>16,688</b>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<b>(308)</b>	<b>(308)</b>	<b>(16,900)</b>	<b>98.18%</b>	<b>-16,592</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	0	0	15,000	100.00%	15,000
<b>Total OTHER FINANCING SOURCES (USES)</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>100.00%</b>	<b>15,000</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(308)</b>	<b>(308)</b>	<b>(1,900)</b>	<b>83.77%</b>	<b>-1,592</b>
<b>BEGINNING FUND BALANCE</b>	<b>3,736</b>	<b>3,736</b>	<b>3,400</b>	<b>-9.87%</b>	<b>-336</b>
<b>ENDING FUND BALANCE</b>	<b>3,427</b>	<b>3,427</b>	<b>1,500</b>	<b>-128.49%</b>	<b>-1,927</b>

**City of Dundee**  
Statement of Revenue & Expenditures  
Tourism Fund - 151  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
<b>REVENUES</b>					
Taxes	4,402	4,402	71,000	93.80%	66,598
Miscellaneous Revenue	0	0	2,000	100.00%	2,000
<b>Total REVENUE</b>	<u>4,402</u>	<u>4,402</u>	<u>73,000</u>	<u>93.97%</u>	<u>68,598</u>
<b>EXPENDITURES</b>					
Materials & Services					
Professional Services	0	0	2,500	100.00%	2,500
Contractual Services	4,403	4,403	125,000	96.48%	120,597
<b>Total Materials &amp; Services</b>	<u>4,403</u>	<u>4,403</u>	<u>127,500</u>	<u>96.55%</u>	<u>123,097</u>
Capital Outlay	0	0	40,000	100.00%	40,000
<b>Total EXPENDITURES</b>	<u>4,403</u>	<u>4,403</u>	<u>167,500</u>	<u>97.37%</u>	<u>163,097</u>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<u>(1)</u>	<u>(1)</u>	<u>(94,500)</u>	<u>100.00%</u>	<u>(94,499)</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>(1)</u>	<u>(1)</u>	<u>(94,500)</u>	<u>100.00%</u>	<u>(94,499)</u>
<b>BEGINNING FUND BALANCE</b>	134,015	134,015	125,000	-7.21%	(9,015)
<b>ENDING FUND BALANCE</b>	<u><u>134,014</u></u>	<u><u>134,014</u></u>	<u><u>30,500</u></u>	<u><u>-339.39%</u></u>	<u><u>(103,514)</u></u>

**City of Dundee**  
Statement of Revenue & Expenditures  
Bonded Debt - 310  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	1,970	1,970	149,000	98.68%	147,030
Miscellaneous Revenue	25	25	1,000	97.54%	975
Total REVENUE	<u>1,994</u>	<u>1,994</u>	<u>150,000</u>	<u>98.67%</u>	<u>148,006</u>
EXPENDITURES					
Debt Service	0	0	150,200	100.00%	150,200
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>150,200</u>	<u>100.00%</u>	<u>150,200</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>1,994</u>	<u>1,994</u>	<u>(200)</u>	<u>1097.08%</u>	<u>(2,194)</u>
NET CHANGE IN FUND BALANCE	<u>1,994</u>	<u>1,994</u>	<u>(200)</u>	<u>1097.08%</u>	<u>(2,194)</u>
BEGINNING FUND BALANCE	21,131	21,131	18,600	-13.61%	(2,531)
ENDING FUND BALANCE	<u><u>23,125</u></u>	<u><u>23,125</u></u>	<u><u>18,400</u></u>	<u><u>-25.68%</u></u>	<u><u>(4,725)</u></u>

**City of Dundee**  
Statement of Revenue & Expenditures  
Water Fund - 431  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	55,005	55,005	642,400	91.44%	587,395
Miscellaneous Revenue	26	26	1,100	97.62%	1,074
<b>Total REVENUE</b>	<b>55,031</b>	<b>55,031</b>	<b>643,500</b>	<b>91.45%</b>	<b>588,469</b>
<b>EXPENDITURES</b>					
Personnel Services	71,119	71,119	289,800	75.46%	218,681
<b>Materials &amp; Services</b>					
Supplies	554	554	12,900	95.71%	12,346
Professional Services	131	131	12,800	98.97%	12,669
Contractual Services	220	220	10,000	97.80%	9,780
Travel & Training	0	0	2,300	100.00%	2,300
Insurance	0	0	7,300	100.00%	7,300
Regulatory Requirements	0	0	4,400	100.00%	4,400
Utilities	3,540	3,540	46,200	92.34%	42,660
Repairs & Maintenance	26	26	41,800	99.94%	41,774
Interfund Services	10,266	10,266	123,200	91.67%	112,934
Other Materials & Services	605	605	9,600	93.70%	8,995
<b>Total Materials &amp; Services</b>	<b>15,342</b>	<b>15,342</b>	<b>270,500</b>	<b>94.33%</b>	<b>255,158</b>
Capital Outlay	9,536	9,536	40,600	0.00%	31,064
<b>Total EXPENDITURES</b>	<b>95,998</b>	<b>95,998</b>	<b>600,900</b>	<b>84.02%</b>	<b>504,902</b>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<b>(40,967)</b>	<b>(40,967)</b>	<b>42,600</b>	<b>196.17%</b>	<b>83,567</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers Out	(2,720)	(2,720)	(76,400)	96.44%	(73,680)
Other Uses	0	0	(20,000)	100.00%	(20,000)
<b>Total OTHER FINANCING SOURCES (USES)</b>	<b>(2,720)</b>	<b>(2,720)</b>	<b>(96,400)</b>	<b>97.18%</b>	<b>(93,680)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(43,687)</b>	<b>(43,687)</b>	<b>(53,800)</b>	<b>18.80%</b>	<b>(10,113)</b>
<b>BEGINNING FUND BALANCE</b>	<b>68,252</b>	<b>68,252</b>	<b>63,100</b>	<b>8.17%</b>	<b>5,152</b>
<b>ENDING FUND BALANCE</b>	<b>24,566</b>	<b>24,566</b>	<b>9,300</b>	<b>164.15%</b>	<b>15,266</b>

**City of Dundee**  
Statement of Revenue & Expenditures  
Water CIP Fund - 432  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	0	0	40,200	100.00%	40,200
Miscellaneous Revenue	453	453	6,000	92.45%	5,547
Total REVENUE	<u>453</u>	<u>453</u>	<u>46,200</u>	<u>99.02%</u>	<u>45,747</u>
EXPENDITURES					
Capital Outlay	6,414	6,414	310,000	97.93%	303,586
Debt Service	0	0	117,300	100.00%	117,300
Total EXPENDITURES	<u>6,414</u>	<u>6,414</u>	<u>427,300</u>	<u>98.50%</u>	<u>420,886</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(5,961)</u>	<u>(5,961)</u>	<u>(381,100)</u>	<u>98.44%</u>	<u>-375,139</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	0	#DIV/0!	0
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>0</u>	<u>#DIV/0!</u>	<u>0</u>
NET CHANGE IN FUND BALANCE	<u>(5,961)</u>	<u>(5,961)</u>	<u>(381,100)</u>	<u>98.44%</u>	<u>-375,139</u>
BEGINNING FUND BALANCE	187,833	187,833	190,000	1.14%	2,167
ENDING FUND BALANCE	<u>181,873</u>	<u>181,873</u>	<u>(191,100)</u>	<u>195.17%</u>	<u>-372,973</u>

**City of Dundee**  
Statement of Revenue & Expenditures  
Sewer Fund - 441  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	110,928	110,928	1,359,000	91.84%	1,248,072
Miscellaneous Revenue	211	211	3,200	93.40%	2,989
<b>Total REVENUE</b>	<b>111,139</b>	<b>111,139</b>	<b>1,362,200</b>	<b>91.84%</b>	<b>1,251,061</b>
<b>EXPENDITURES</b>					
Personnel Services	66,291	66,291	270,500	75.49%	204,209
<b>Materials &amp; Services</b>					
Supplies	23	23	18,800	99.88%	18,777
Professional Services	1,128	1,128	35,700	96.84%	34,572
Contractual Services	94	94	700	86.52%	606
Travel & Training	0	0	2,300	100.00%	2,300
Insurance	0	0	17,500	100.00%	17,500
Regulatory Requirements	190	190	4,900	96.12%	4,710
Utilities	6,220	6,220	85,300	92.71%	79,080
Repairs & Maintenance	5,544	5,544	221,300	97.49%	215,756
Interfund Services	9,583	9,583	115,000	91.67%	105,417
Other Materials & Services	605	605	9,400	93.56%	8,795
<b>Total Materials &amp; Services</b>	<b>23,387</b>	<b>23,387</b>	<b>510,900</b>	<b>95.42%</b>	<b>487,513</b>
<b>Total EXPENDITURES</b>	<b>89,679</b>	<b>89,679</b>	<b>781,400</b>	<b>88.52%</b>	<b>691,721</b>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<b>21,461</b>	<b>21,461</b>	<b>580,800</b>	<b>96.30%</b>	<b>559,339</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers Out	(65,546)	(65,546)	(801,000)	91.82%	(735,454)
Other Uses	0	0	(20,000)	100.00%	(20,000)
<b>Total OTHER FINANCING SOURCES (USES)</b>	<b>(65,546)</b>	<b>(65,546)</b>	<b>(821,000)</b>	<b>92.02%</b>	<b>(755,454)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(44,086)</b>	<b>(44,086)</b>	<b>(240,200)</b>	<b>81.65%</b>	<b>(196,114)</b>
<b>BEGINNING FUND BALANCE</b>	<b>242,469</b>	<b>242,469</b>	<b>252,000</b>	<b>-3.78%</b>	<b>(9,531)</b>
<b>ENDING FUND BALANCE</b>	<b>198,384</b>	<b>198,384</b>	<b>11,800</b>	<b>1581.22%</b>	<b>186,584</b>

## City of Dundee

Statement of Revenue & Expenditures

Sewer CIP Fund - 442

From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	0	0	38,000	100.00%	38,000
Miscellaneous Revenue	644	644	16,700	96.15%	16,056
<b>Total REVENUE</b>	<b>644</b>	<b>644</b>	<b>54,700</b>	<b>98.82%</b>	<b>54,056</b>
<b>EXPENDITURES</b>					
Capital Outlay	0	0	140,000	NA	140,000
Debt Service	0	0	686,000	100.00%	686,000
<b>Total EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>826,000</b>	<b>100.00%</b>	<b>826,000</b>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<b>644</b>	<b>644</b>	<b>(771,300)</b>	<b>100.08%</b>	<b>(771,944)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	60,000	60,000	720,000	91.67%	660,000
<b>Total OTHER FINANCING SOURCES (USES)</b>	<b>60,000</b>	<b>60,000</b>	<b>720,000</b>	<b>91.67%</b>	<b>660,000</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>60,644</b>	<b>60,644</b>	<b>(51,300)</b>	<b>218.21%</b>	<b>(111,944)</b>
<b>BEGINNING FUND BALANCE</b>	<b>543,903</b>	<b>543,903</b>	<b>550,100</b>	<b>1.13%</b>	<b>6,197</b>
<b>ENDING FUND BALANCE</b>	<b>604,546</b>	<b>604,546</b>	<b>498,800</b>	<b>-21.20%</b>	<b>(105,746)</b>

## City of Dundee

### Statement of Revenue & Expenditures

Storm Water Fund - 451

From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	9,330	9,330	110,500	91.56%	101,170
Miscellaneous Revenue	9	9	800	98.93%	791
<b>Total REVENUE</b>	<b>9,338</b>	<b>9,338</b>	<b>111,300</b>	<b>91.61%</b>	<b>101,962</b>
<b>EXPENDITURES</b>					
Personnel Services	9,222	9,222	37,500	75.41%	28,278
Materials & Services					
Supplies	6	6	2,400	99.76%	2,394
Professional Services	0	0	4,600	100.00%	4,600
Travel & Training	0	0	200	100.00%	200
Insurance	0	0	200	100.00%	200
Regulatory Requirements	0	0	100	100.00%	100
Utilities	17	17	1,100	98.43%	1,083
Repairs & Maintenance	6	6	2,700	99.76%	2,694
Interfund Services	1,325	1,325	15,900	91.67%	14,575
Other Materials & Services	0	0	100	100.00%	100
<b>Total Materials &amp; Services</b>	<b>1,354</b>	<b>1,354</b>	<b>27,300</b>	<b>95.04%</b>	<b>25,946</b>
<b>Total EXPENDITURES</b>	<b>10,577</b>	<b>10,577</b>	<b>64,800</b>	<b>83.68%</b>	<b>54,224</b>
<b>EXCESS (deficiency) of REVENUE OVER EXPENDITURES</b>	<b>(1,238)</b>	<b>(1,238)</b>	<b>46,500</b>	<b>102.66%</b>	<b>47,738</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers Out	0	0	(52,000)	100.00%	(52,000)
Other Uses	0	0	(5,000)	100.00%	(5,000)
<b>Total OTHER FINANCING SOURCES (USES)</b>	<b>0</b>	<b>0</b>	<b>(57,000)</b>	<b>100.00%</b>	<b>(57,000)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(1,238)</b>	<b>(1,238)</b>	<b>(10,500)</b>	<b>88.21%</b>	<b>(9,262)</b>
<b>BEGINNING FUND BALANCE</b>	<b>9,300</b>	<b>9,300</b>	<b>11,000</b>	<b>-15.45%</b>	<b>(1,700)</b>
<b>ENDING FUND BALANCE</b>	<b>8,062</b>	<b>8,062</b>	<b>500</b>	<b>1512.42%</b>	<b>7,562</b>

**City of Dundee**  
Statement of Revenue & Expenditures  
Storm Water CIP Fund - 452  
From 7/01/2020 Through 7/31/2020

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
<b>REVENUES</b>					
Charges for Services	0	0	15,000	100.00%	15,000
Miscellaneous Revenue	61	61	700	91.34%	639
Total REVENUE	<u>61</u>	<u>61</u>	<u>15,700</u>	<u>99.61%</u>	<u>15,639</u>
<b>EXPENDITURES</b>					
Capital Outlay	350	350	75,000	99.53%	74,650
Debt Service	0	0	23,700	100.00%	23,700
Total EXPENDITURES	<u>350</u>	<u>350</u>	<u>98,700</u>	<u>99.65%</u>	<u>98,350</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURE	<u>(289)</u>	<u>(289)</u>	<u>(83,000)</u>	<u>99.65%</u>	<u>-82,711</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	0	0	40,000	100.00%	40,000
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>0</u>	<u>40,000</u>	<u>0.00%</u>	<u>40,000</u>
NET CHANGE IN FUND BALANCE	<u>(289)</u>	<u>(289)</u>	<u>(43,000)</u>	<u>0.00%</u>	<u>-42,711</u>
BEGINNING FUND BALANCE	57,221	57,221	43,600	0.00%	-13,621
ENDING FUND BALANCE	<u><u>56,932</u></u>	<u><u>56,932</u></u>	<u><u>600</u></u>	<u><u>0.00%</u></u>	<u><u>-56,332</u></u>





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August 14, 2020

To: Rob Daykin City Administrator

Fm: Brent VanKeulen, Interim Fire Chief

Re: Work Group: Yamhill County Fire Department Consolidation Study by ESCI

The Yamhill County Fire Departments are collectively participating in a study aimed at the consolidation of several smaller agencies into one larger Fire District. The work is being performed by a consulting firm ESCI. Dundee Fire Department is a participant and has paid for a portion of the consultation services.

Findings from the study will have operational, financial, and policy implications. To support an informed decision-making process, I am forming the Dundee Fire Department Work Group.

Work Group Members: Dundee City Council Member(s), DRFP Board Member, City Administrator, Interim Fire Chief, Station 3 Captain, Volunteer Coordinator.

The expected workload includes up to six virtual meetings during regular work hours that will begin on September 8th. The review of technical documents from the consultant, financial analysis, and discussion of operational implications. The first meeting will be a presentation from staff providing background information.

I am requesting two members of the City Council be selected to participate on the Work Group.

Thank you for the consideration.

Brent VanKeulen  
Interim Fire Chief





**To: Dundee City Council**

**From: Greg Reid, City Engineer**

**Date: 8/27/2020**

**Re: Parking along Walnut and Dogwood Streets**

**Dogwood (North of 1st Street)**

1. Dogwood currently has a 4' striped walking path along the uphill side and between 25 and 26 feet remaining for the travel lanes
2. Local residents are parking along the downhill side of the street both on and off the pavement. As shown in the photo below, a row of 3 cars are fully parked on the pavement leaving about 18' for the travel lanes (and sometimes have another car parked next to them on the shoulder).



3. Prior to reconstructing, paving and widening this portion of Dogwood, residents typically parked along this side of the street but were primarily off the narrower street.
4. Public Works staff have recently had to jump out of the striped walking path onto the adjoining shoulder/slope to avoid being hit by cars swerving into the path to make room to pass an oncoming vehicle where the cars are parking on the pavement.
5. There are no centerline stripes and no curb or strip along the downhill side of the street.



6. Standard size cars should be able to "slowly" pass within the 18' of remaining travel lane.

**Consideration:** "No Parking" signs do not appear to be required at this time but would improve safety for pedestrians if issues continue with unsafe driving in this area. Staff would like councils input regarding either installing the No Parking signs or continuing to monitor the situation.

**Walnut (Upland to Viewmont)**

1. The City has recently complete the reconstruction of this street including raising the roadway and re-grading ditches to accommodate the addition of some base rock which was not previously present beneath the old pavement.
2. Most of the uphill side of the street has a narrow strip (18+ inches) of level shoulder rock that then slopes down into the existing ditch
3. One resident appears to have historically and continues to park on the uphill side of the street with one wheel on the narrow shoulder. Over time, this will push the narrow shoulder rock into the ditch and expose the exposed edge of pavement to damage from the vehicle driving over the edge of pavement or to erosion during rain events.

**Recommendation:** Notify the owner that parking is not appropriate along this side of Walnut Street and add No Parking signs if people continue to park in this area.

**AGREEMENT FOR CONSTRUCTION AND FINANCING  
OF CONDUIT FOR THE UNDERGROUNDING OF OVERHEAD UTILITIES**

This Agreement is by and between the City of Dundee, a municipal corporation of the State of Oregon, (“Dundee”) and the Dundee Urban Renewal Agency, a statutory urban renewal agency of the State of Oregon (“DURA”).

**RECITALS**

**WHEREAS**, DURA was lawfully established and the Dundee City Council has adopted an urban renewal plan (the “Plan”) in accordance with statutory procedures; and

**WHEREAS**, Dundee entered into a Cooperative Improvement Agreement (CIA) with the Oregon Department of Transportation (ODOT) for the construction of conduits (Project) located within the highway as part of ODOT’s Highway 99W Improvements Project from First Street to Parks Drive; and

**WHEREAS**, the Project is intended to facilitate future undergrounding of electric and telecommunication overhead utilities crossing the highway and those overhead utilities parallel to the highway; and

**WHEREAS**, undergrounding of overhead utilities was specifically identified as an improvement in Appendix B: Schedule of Projects of the Report on the Urban Renewal Plan; and

**WHEREAS**, DURA desires that Dundee act as the construction and financing agent of the DURA with regard to the conduit for the undergrounding of overhead utilities constructed with the Project with use of city funds; and

**WHEREAS**, Dundee has completed the preparation of plans and specifications and prepared cost estimates for the construction of the Project; and

**WHEREAS**, Dundee will pay a deposit to ODOT based on the estimated construction cost of \$163,460 in advance of the Project work being performed and following completion of the work Dundee will pay ODOT for the cost of the actual work that exceeds the deposit amount and ODOT will refund the balance of the unused deposit not required for the Project; and

**WHEREAS**, DURA must enter into an agreement issuing or incurring debt payable by DURA to authorize payment of funds to Dundee; and

**WHEREAS**, Dundee and DURA are authorized to enter into this intergovernmental agreement pursuant to ORS 190.101.

**NOW THEREFORE, THE CITY OF DUNDEE AND THE DUNDEE URBAN RENEWAL AGENCY AGREE AS FOLLOWS:**

**AGREEMENT**

1. Dundee agrees to undertake and construct conduits for future undergrounding with city funds at an estimated cost of \$163,460.
2. DURA and Dundee agree that such construction is being undertaken by Dundee as a part of the fulfillment of the DURA Plan and in furtherance thereof, and at the request of DURA.
3. DURA covenants and agrees to repay to the Street CIP Fund of Dundee the actual cost of construction of the conduits with the Project, including construction engineering and inspections. Dundee and DURA understand and agree that such agreement and covenant shall constitute an indebtedness issued or incurred by DURA to carry out the Plan as such indebtedness is contemplated and authorized pursuant to ORS 457.010 to ORS 437.470.

4. DURA agrees to make payments to the Dundee Street CIP Fund as follows:

May 1, 2021	\$60,000
May 1, 2022	\$60,000
May 1, 2023	Balance of the actual cost of construction

5. Dundee and DURA understand and agree that the conduits constructed and financed pursuant to this agreement shall be owned and maintained by Dundee. DURA shall have no ownership in the conduits and shall have no obligation to maintain the conduits.
6. Dundee and DURA understand and agree that DURA reserves and maintains its authority to issue or incur additional subordinate or parity debt pursuant to ORS 457.010 to ORS 437.470.
7. This Agreement may be modified by mutual written consent of the parties. Any modification to a provision of this Agreement shall have no effect upon other provisions in this Agreement unless stated in writing.
8. This Agreement shall remain in effect until terminated by the parties as provided in this Section. This Agreement may be terminated by mutual consent of the parties. Termination of this Agreement shall not affect the duties and obligations of the parties that accrued prior to the termination, including any bond loan or other repayment

obligations.

9. This Agreement is effective upon the latest date it is executed by the parties below.

IN WITNESS WHEREOF the parties, by the signatures of their authorized representatives, have executed this agreement effective on the date shown below each signature.

**CITY OF DUNDEE**

**DUNDEE URBAN RENEWAL AGENCY**

By: \_\_\_\_\_  
David Russ, Mayor

By: \_\_\_\_\_  
David Russ, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ATTEST:**

**ATTEST:**

By: \_\_\_\_\_  
Rob Daykin, City Administrator-Recorder

By: \_\_\_\_\_  
Rob Daykin, Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## AGENDA REPORT

To: Mayor Russ and City Council  
From: Rob Daykin, City Administrator  
Date: September 1, 2020  
Re: Protective Clothing Quote

Attached is a request to purchase 5 sets of firefighter protective clothing in the amount of \$10,853 through State of Oregon Department of Administrative Services contract PS20060. The current fiscal year was adopted with an appropriation of \$20,000 for this purpose, however, \$12,975 of that amount has been expended when the 6 sets of similar gear authorized by the Council at the March 17 meeting was delivered late and invoiced after the close of the prior fiscal year. While the total Fire Department budget may be able to absorb exceeding this year's appropriation in this line-item it is possible there will be a need for additional purchase of protective clothing before June 30, 2021.

Recommendation: Motion to authorize the purchase of firefighter protective equipment from Curtis in the amount of \$10,853.





**August 20, 2020**

To: Rob Daykin, City Administrator

From: Jeff Myers, Station Captain

This is for permission to approve funds and purchase new personal protective equipment. This would provide five firefighters with updated gear. The purchased gear will replace outdated and improperly fitted gear, that does not meet NFPA standards for firefighter protective equipment.

This quote was secured on 8/20/2020, under co-op pricing available through NPP.GOV. This purchase will put five firefighters into safer, "personally fitted" gear that meets NFPA standards. It is my understanding that there is still money available from the FY20-21 budget that can be used to supplement some of the cost in the attached quote. I make the request to use current funds and approved remainder of the cost to purchase the quoted gear.



Ph: 206-622-2875  
 TF: 800-426-6633  
 Fax: 253-236-2997  
 nwsales@lncurtis.com  
 DUNS#: 00-922-4163



Northwest Division  
 6507 South 208th Street  
 Kent, WA. 98032  
 www.LNCURTIS.com  
 Quotation No. 163590

# Quotation

<b>CUSTOMER:</b> Dundee City Fire Department PO Box 220 Dundee OR 97115	<b>SHIP TO:</b> Dundee City Fire Department 801 N Highway 99W Dundee OR 97115	<b>QUOTATION NO.</b> 163590	<b>ISSUED DATE</b> 08/21/2020	<b>EXPIRATION DATE</b> 10/20/2020
		<b>SALESPERSON</b> Jerrod Mickle <a href="mailto:jmickle@lncurtis.com">jmickle@lncurtis.com</a> 541-953-5368	<b>CUSTOMER SERVICE REP</b> Heather Dodge <a href="mailto:hdodge@lncurtis.com">hdodge@lncurtis.com</a> 206-596-7910	

<b>REQUISITION NO.</b>	<b>REQUESTING PARTY</b>	<b>CUSTOMER NO.</b>	<b>TERMS</b>	<b>OFFER CLASS</b>
	Jeff Myers	C2489	Net 30	NPP-PPE

<b>F.O.B.</b>	<b>SHIP VIA</b>	<b>DELIVERY REQ. BY</b>
DEST	Standard Shipping	

**SPECIAL INSTRUCTIONS**  
 Quoted under Contract PS20060 - NPP.Gov  
 Dundee Member #M-5694669

**NOTES & DISCLAIMERS**

THANK YOU FOR THIS OPPORTUNITY TO QUOTE. WE ARE PLEASED TO OFFER REQUESTED ITEMS AS FOLLOWS. IF YOU HAVE ANY QUESTIONS, NEED ADDITIONAL INFORMATION, OR WOULD LIKE TO PLACE AN ORDER, PLEASE CONTACT YOUR SALESPERSON OR CUSTOMER SERVICE REP AS NOTED ABOVE.

TRANSPORTATION IS INCLUDED IN BELOW PRICING.

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	4	EA	G-XCEL JACKET - GLOBE CUSTOM	AS FOLLOWS: D1757-G Per custom specifications for Dundee fire	\$1,188.00	\$4,752.00
2	5	PR	GPS GLOBE CUSTOM	AS BELOW: F1757-G Globe Pant System Per custom specifications for Dundee fire-	\$970.00	\$4,850.00
3	1	EA	G-XTREME 3.0 JACKET - GLOBE CUSTOM	As follows: 1157-G Turnout coat per custom specifications for Dundee fire	\$1,251.00	\$1,251.00

Ph: 206-622-2875  
TF: 800-426-6633  
Fax: 253-236-2997  
nwsales@lncurtis.com  
DUNS#: 00-922-4163

# CURTIS

TOOLS FOR HEROES

Northwest Division  
6507 South 208th Street  
Kent, WA. 98032  
www.LNCURTIS.com  
Quotation No. 163590

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
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DUNS NUMBER: 009224163  
SIC CODE: 5099  
FEDERAL TAX ID: 94-1214350

THIS PRICING REMAINS FIRM UNTIL 10/20/2020. CONTACT US FOR UPDATED PRICING AFTER THIS DATE.

Subtotal	\$10,853.00
Tax Total	\$0.00
Transportation	\$0.00

<b>Total</b>	<b>\$10,853.00</b>
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[View Terms of Sale and Return Policy](#)

# AGENDA REPORT

To: Mayor Russ and City Council  
From: Rob Daykin, City Administrator  
Date: September 1, 2020  
Re: Water Leak Survey Proposal

Following completion of the highway water main improvements and replacement of the Locust Street water line, the amount of water that is produced but not accounted for with customer sales has decreased but starting in 2019 it is starting to increase again. While some of the unaccounted water is due to routine hydrant flushing, failed valves causing overflow at reservoirs, or hydrant valves not fully closed; most likely due to unidentified leaks throughout the system.<sup>1</sup> Throughout the years the City crews find water main leaks, about five a year, and effect repairs.<sup>2</sup> These are not catastrophic leaks typically, but they may go undetected for an extended period before evidence of a leak is apparent. The following table shows the unaccounted water in recent years (2020 is Jan – Jul).

Year	(Millions of gallons)			% of Loss	Average GPM
	Produced	Sold	Difference		
2016	133.8	103.6	30.2	22.6%	57.4
2017	128.2	101.8	26.4	20.6%	50.2
2018	129.5	110.8	18.7	14.4%	35.6
2019	123.1	102.0	21.1	17.1%	40.2
2020	70.4	56.1	14.3	20.3%	46.5

Ideally, the unaccounted water should be under 10% of the total water produced. I reached out to Dan's Leak Detection to conduct a leak survey of the entire public water system. The rate is \$1,250 per day. City of Newberg used this vendor and was very satisfied with the operator and results. I provided the vendor with a schematic of the City's water system and number of customer meters and discussed our history with repairs and system improvements. We also discussed our experience with

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<sup>1</sup> We also checked the accuracy of meters. Overtime customer meters slow down and will register less water than actually used. However, when testing some of the older meters we found them to be 99% accurate. We also investigated the production meters but did not find any significant discrepancies.

<sup>2</sup> The City crews repair about ten freeze plates a year. Freeze plates are a break-away component to the water meter to avoid damage to the internal structure of the meter and allows water to leak out of the meter. The majority of freeze plate repairs take place on the east side of Hwy 99W and are subject to very high pressure. This will likely be resolved when a new pressure zone is established for the Riverside area.

American Leak Detection service that we used about ten years earlier. The proposal is based on 52 hours of work and the fee is capped if the actual hours exceed the estimate, however, if the actual hours of work is less than 52 the cost of the survey will decrease.

Recommendation: Motion to authorize a system wide leak survey by Dan's Leak Detection LLC in an amount not to exceed \$8,125.



Dan's Leak Detection LLC  
 4111 Hayesville DR NE  
 Salem, OR 97305  
 503 569-5560  
 brittany@dansleakdetection.com  
 http://www.dansleakdetection.com

# Estimate

**ADDRESS**

City of Dundee  
 PO Box 220  
 Dundee, OR 97115

ESTIMATE #	DATE
1027	08/27/2020

ACTIVITY	QTY	RATE	AMOUNT
<b>municipal survey full day</b> survey of municipal system daily rate  Survey consists of sonically surveying all contact points including: meters, valves, hydrants and any other contact points. All leaks will be pinpointed as closely as possible. Complete records of survey will be kept, and all copies along with a full report will be submitted to City.  *This estimate is for 52 hours. The job will not exceed this amount, even if it goes over 52 hours. However, if job takes less than 52 hours, discount will be given at the rate of \$156.25/hr  NOTE: Dan's Leak Detection will need an employee who is familiar with the system to be with him during the survey, to assist with finding meters and opening all contact points  Dan's Leak Detection did a City Survey for Dayton in June. After they repaired leaks located by Dan's Leak Detection their water loss went from 35% to 5%.	6.50	1,250.00	8,125.00
<b>TOTAL</b>			<b>\$8,125.00</b>

Accepted By

Accepted Date

OR LCB #9934

Payment is due upon receipt, please remit to above address.  
 Invoices over 30 days past due may be charged 1.5 % interest per month.

