

CITY OF DUNDEE
CITY COUNCIL MEETING
Fire Hall Community Room

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

NOVEMBER 5, 2019 7 - 9 PM.

Times printed are estimates. Actual time may vary.

1. Open Regular City Council Meeting
2. Pledge of Allegiance
3. Amendments to the Agenda, if any
4. Public Comment: Each speaker will be allowed up to 5 minutes to speak after being recognized by the Mayor. Councilors will generally not respond to comments except to ask clarifying questions. Council may direct concerns raised by the speaker to the City Administrator or place the issue of concern on the agenda for Council discussion.
5. 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, October 15, 2019 Pages 1-6
 - 5.2 Financial Report Ending September 30, 2019 Pages 7-28
Action Required: Motion to Accept the Consent Agenda
6. Old Business:
 - 6.1 Water Treatment Plant Study Pages 29-40
Action Requested
 - 6.2 Red Hills Drive Shared Water Line Pages 41-48
Discussion
 - 6.3 Highway 99W Improvements Project – City Utilities Conflict Pages 49-60
Action Requested
 - 6.4 Ordinance No. 571-2019, Amendment to DMC 13.20.080.A Pages 61-64
Action Requested
7. New Business:
 - 7.1 Water Test Fees Quote Pages 65-68
Action Requested
 - 7.2 2020 Community Survey Pages 69-88
Discussion
8. Council Concerns & Committee Reports

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

Pending Business:

1. Public Works
 - 1.1 Highway 99W Street Lighting
 - 1.2 ODOT Phase B Highway 99W Improvements
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 Pending Type II or Type III Land Use Applications:
 - 2.4.1 (none)
3. City Council
 - 3.1 Update SDC Methodologies
 - 3.2 LID 2013-01 Final Assessment Ordinance
 - 3.3 Storm Drain Master Plan Update
4. Parks & Trails
 - 4.1 Harvey Creek Trail Property Rehabilitation
 - 4.2 WWTP Nature Park
5. Next Available Ordinance & Resolution No's.
 - 5.1 Ordinance No. 572-2019
 - 5.2 Resolution No. 2019-14

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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October 15, 2019**

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**City of Dundee
City Council Meeting Minutes
October 15, 2019**

Call to Order

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

Council and Staff Attendance

Present: Mayor David Russ; Tim Weaver, Councilors Jeannette Adlong, Storr Nelson and Patrick Kelly. Absent: Councilors Kristen Svcarovich and Ted Crawford. Staff members: Rob Daykin, City Administrator; Tim Ramis, City Attorney; and Greg Reid, City Engineer.

Public Attendance

Andy Wilder, 11995 NE Worden Hill Road; and Jim Omundson, Dundee Consultant.

Agenda Changes

An Executive Session was added to the agenda 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.

Public Comment

Andy Wilder, 11995 NE Worden Hill Road, approached Council and requested an update about the sewer service at his commercial property located at 992 Highway 99W. M. Russ explained that there is an agenda item tonight pertaining to his commercial property which he encouraged Wilder to remain in attendance for if he so desired.

Consent Agenda

A **motion** was made and seconded to approve Consent Agenda Item 5.1 City Council Minutes, October 1, 2019. **The motion** passed unanimously.

Old Business

Resolution No. 2019-12, Concrete Slab Floor Repair

C.A. Daykin explained that Public Notice was provided to give opportunity to anyone wishing to attend the meeting tonight to comment on the findings that are attached in the resolution. C. Nelson inquired as to whether anyone has experience with the potential contractor, Stonhard, Inc. Jim Omundson was present and approached Council. He discussed that he personally has had considerable experience with Stonhard, Inc. He explained that he was a general contractor for many years and had similar projects where overlaying concrete was required. Omundson pointed out that his opinion continues to be that Stonhard, Inc. is a leader in the industry; Stonhard, Inc. was also most responsive to the proposal. Omundson explained that Stonhard, Inc. also provided him with a list of approximately 60-70 different fire stations nationwide that have used their product. He discussed that the same regional manager who provided a bid four years ago is still basically holding his price for the work to be completed. C. Nelson recalled previous photos showing rebar located at a very shallow in some areas of the concrete floors and asked whether this is a concern with this particular treatment. Omundson supported that this concern was one of the drivers which lead him to recommend the discussed treatment and it was backed up by the structural engineer from McKenzie as well. The treatment would add effectively about 3/16" or 1/4" of an inch of material that's two or three times as strong as the concrete; this will restore some of the depth to the rebar that is desired.

C. Adlong expressed concern about the process and could not recall a similar situation previously. C.A. Daykin explained that the goal is to keep the project moving forward with the current pricing and the product found to be acceptable, while utilizing the money provided from Baldwin to cover those costs. He also pointed out that this type of process has occurred before, last year as well as in prior years. Omundsen provided additional explanation. He discussed that Stonhard, Inc. was the low bid of the two qualified previously, was more comprehensive and they held the bid; four years later they only increased the bid \$1,000. **A motion** was made to pass Resolution No. 2019-12, a resolution of the City Council of the City of Dundee, Oregon, acting as the local contract review board, adopting findings in support of a public contracting exemption for the concrete slab repair project for the Dundee Fire Station facility. **The motion** passed unanimously.

Fire Station Tower Sealing

A motion was made and seconded to approve the quote from Mastercraft Coatings for sealing of all four walls of the fire station building tower in the amount of \$9,882. M. Russ voiced support of completing sealing for all four walls given the local annual rainfall. C.A. Daykin discussed that he is not sure how much funding will be available to complete the tower wall work; possibly approximately \$10,000. He explained that in addition to the contractor work there will also be approximately \$1,500 in oversight work and, thus, four walls at this time would not fit in the estimated \$10,000 budget; if sealing all four walls is desired, more funding will likely need to be brought into the project. Omundson acknowledged the value in completing the work for all four walls though noted that preponderance of the intrusion seen comes from the south and west walls. He explained that this is a wind driven problem as best can be determined. M. Russ inquired as to whether there will be a different aesthetic to the treated areas and Omundson explained that the treatment is clear. Discussion ensued. M. Russ and C. Nelson expressed support of completing the sealing for all four walls. C.A. Daykin explained that if there is not enough funding in the budget then additional money will need to be transferred from the general fund into the fire station fund. Omundson voiced appreciation of the years of working with the City of Dundee on this project and explained that he has told C.A. Daykin that he will make his budget for construction inspection services a not to exceed amount. Omundson discussed that he does not foresee a big risk for changes in the project; the amount of weather protection required may be a variable though he noted that there would not be a lot of money in that. Additionally, Omundson explained that Stonhard, Inc. did agree to provide some pavement dams (for the reverse slope on the approach to the highway) at no additional cost in the event of rain. C. Adlong inquired as to whether the sealing of the walls would be a permanent solution or require resealing in the future. Omundson explained that he views the sealing as an intermediate solution; it may last forever or may not. He discussed that no one would warranty the work as waterproof because the tower has visible hairline cracks; though the sealing is proven effective to block wind driven rain, it does not come with a warranty. Omundson discussed a much more expensive remedy along with the pros and cons of each, and voiced support of the discussed more reasonable sealing approach for the near to intermediate term. Discussion ensued. C. Nelson asked whether this sealing process could potentially be redone in 10-15 years if needed to which Omundson confirmed. **The motion** passed unanimously.

Urban Renewal Loan – Sewer Repair

M. Russ briefly reviewed a summary of the agenda report. **A motion** was made and seconded to approve and authorize the Mayor to execute the Agreement between the City of Dundee and the Dundee Urban Renewal Agency for Construction and Financing of sewer repairs. **The motion** passed unanimously.

Sewer Repair Quotes

C.A. Daykin reviewed that the City received two bids from four contractors that proposals were solicited from and Staff is recommending the work be awarded to D&D Concrete and Utilities, Inc. **A motion** was made and seconded to award the work to extend the 10th Street sewer and reconnect the lateral from 992 Highway 99W to D&D Concrete and Utilities, Inc. pending approval of the loan by the Urban Renewal District Agency. **The motion** passed unanimously.

Regional Fire Service Study

A motion was made and seconded to authorize payment of the \$3,000 fee to the City of McMinnville for Dundee's participation in the ESCI Study. C. Adlong inquired about whether this Study will provide the City with all the information that Council had formerly been told that the previous proposal from ESCI would have provided directly to the city. C.A. Daykin discussed his belief that the Study will likely provide a lot of the information Council was seeking earlier, including what appropriate Staffing levels are for the Dundee operation as well as appropriate compensation for Staff. C.A. Daykin explained that following the completion of the first phase of the project, the participating agencies will be invited to participate in the next phase of the study which will include trying to determine opportunities for either having some sort of cooperative arrangements or possible consolidation. **The motion** passed unanimously.

New Business

Storm Water Regulation Amendment

M. Russ acknowledged the regulation information and inquired about what the consequence would be once there is a violation. C.A. Daykin explained that it would depend on the nature of the violation, though discussed that the typical process would be to notify the property owner and then allow them a given amount of time to make a correction; if a correction is not made then the process would move to more of a legal process. M. Russ inquired about the details of the legal process which C.A. Daykin briefly discussed.

C. Nelson pointed out that some of the discovered debris following the stormy conditions did not contribute to the storm water system, though was an issue for the street system. He inquired about whether there is any regulation provided in the Code for that type of situation. C.A. Daykin explained that this would be considered a trespass issue; the material that is coming off private property and entering public streets would be considered a violation. Additional discussion ensued. C. Atty Ramis explained that it is a fundamental policy question about to what extent the City chooses to be involved in what are typically considered private disputes. He explained that the way the Code is constructed now as it is read is that the City does not involve itself in these private to private disputes (an impact from one property directly to another that didn't come through the City system). C. Atty. Ramis discussed that this Code information could be changed if Council so desired, though it is not his belief that Staff is recommending that at this time.

C. Adlong discussed that there are a lot of houses on property which does flow down onto a neighboring property; if vegetation is removed it does cause a problem for nearby properties. She discussed the importance of homeowners on sloped lots preventing erosion of their own properties, whether material flows into the street or a neighboring property. C. Nelson expressed concern about this issue as well though noted that if material flows onto a neighboring property it is then a matter between those two property owners. C. Adlong pointed out the likelihood that this issue will continue to be a problem, and perhaps worsen over time, and stressed the importance of property owners understanding that they need to try to prevent erosion on their own property. C. Nelson voiced support of providing educational information about this issue to Dundee residents in the City newsletter. C. Adlong suggested that providing this information on the City website may also be helpful. Discussion ensued.

C. Nelson and C. Adlong voiced support for reviewing the nuisance ordinance to determine whether additional information is potentially needed. C.A. Daykin discussed that the intent of the storm water regulations was really a requirement that DEQ placed on the Cities that drain into the Willamette basin; cities were asked to come up with regulations to minimize pollutants from entering the public storm water system and degrading the receiving streams. He suggested that potentially the neighbor to neighbor nuisance/issue portion should be included in the nuisance regulation; Council could consider revisiting this at a future time. Additional discussion ensued. The consensus of Council was to move forward with the amendment as suggested; an ordinance will be brought back to the next Council meeting for voting.

Resolution No. 2019-13, Supplemental Budget

M. Russ asked if there were any public comments regarding the supplemental budget; there were none. **A motion** was made and seconded to pass Resolution No. 2019-13, a Resolution adopting a Supplemental Budget for fiscal year 2019-2020. **The motion** passed unanimously.

Council Concerns and Committee Reports

C. Nelson expressed concern about the timing of the patch work that's remaining from H&H Paving. C.E. Reid discussed that H&H Paving was supposed to have completed the work last week; he was out of the office at the end of the week and will follow up to see if it has been done.

C. Kelly noted that the tree grinding on the Sander property looks good. C. Adlong voiced that she was pleased that Chehalem Park & Recreation District posted signs next to property as had been requested.

Mayor's Report

None.

City Administrator's Report

C.A. Daykin discussed that he attended a meeting last night for the school district's Development Committee. He explained that they restarted this Committee after terminating late last summer; the District had a Superintendent change as well which further delayed the process. C.A. Daykin discussed that the District ended up hiring a different architecture firm than the one they had originally hired. He noted that this was third Committee meeting though the first he was able to attend; the first two meetings were on City Council meeting nights, so he was unable to attend those. C.A. Daykin explained that the Committee is revisiting what was discussed with the prior Committee; many of the members were the same committee members though there were some new faces as well. He discussed that the Committee is moving along with the process, pretty much reconfirming up to a certain point what they decided a year ago, but still with the hope of bringing a capital bond levy to the May 2020 election.

C.A. Daykin discussed that there was a recently published newspaper article regarding the Dundee Elementary school property. The article mentioned that the City of Dundee is negotiating with the school district which was misstated; the City is not negotiating with the school district regarding alternate lands for the Dundee school. Brief discussion ensued.

Public Comment

None.

Executive Session

The City Council entered Executive Session at 7:44 P.M. 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. Executive Session ended at 7:56 P.M. and City Council did not reconvene.

David Russ, Mayor

Attest:

Rob Daykin, City Administrator/Recorder

CITY OF DUNDEE
Statement of Activities

From 7/01/2019 Through 9/30/2019

UNAUDITED

	General Fund	Street		State		Equipment Reserve		Parks Fund	Tourism Fund	Fire Station Constr Fund	Bonded Debt Water Fund	Water CIP Fund	Sewer Fund	Sewer CIP Fund	Storm Water Fund	Storm Water CIP Fund	Total
		Fund	Fund	Fund	Fund	Fund	Fund										
Revenue																	
Taxes	32,130										2,963						66,845
Franchise Fees	14,657							24,064									24,064
Licenses & Permits	20,533		9,377														20,533
Intergovernmental Revenue	20,981				7,629												20,981
Charges for Services	55,965											219,235	319,350	18,344	26,649	7,308	666,212
Fines & Forfeitures	27,125																27,125
Miscellaneous Revenue	4,948	301	1,612	15	4,838	44	732	345	114	611	2,702	1,079	3,352	107	512	21,575	
Total Revenue	176,338	66,781	10,990	263	7,644	44	24,796	345	3,076	219,846	22,063	320,430	21,696	26,756	7,820	913,725	
Expenditures																	
Personnel	174,965																174,965
Materials & Services	182,610				737		4,531	11,290					48,459		7,578		371,659
Capital Outlay			4,302		6,308		1,383					2,109			5,251		24,160
Debt Services			20,373												3,178		49,687
Total Expenditures	357,575	51,713	24,675	263	7,045	1,777	4,531	11,290	3,076	116,623	2,109	121,042	199,388	12,829	3,178	743,700	
Excess (deficiency) of Revenue over Expenditures	(181,237)	15,068	(13,685)	263	599	(24,476)	(1,733)	(10,945)	3,076	103,223	19,954	21,696	13,927	4,643	4,643	170,025	
Other Financing Sources (Uses)																	
Net Changes to Fund Balance																	
Beginning Fund Balance	609,933	44,770	295,229	44,765	2,051	854,135	8,302	116,093	60,214	17,810	61,982	326,245	159,361	514,092	12,700	87,912	3,215,593
Ending Fund Balance	455,232	59,838	281,543	45,027	2,650	829,659	6,569	136,359	49,268	20,886	154,636	346,199	231,781	646,788	26,627	92,555	3,385,618

City of Dundee
Statement of Revenue & Expenditures
General Fund - 001
From 9/01/2019 Through 9/30/2019

UNAUDITED

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	10,731	32,130	729,500	95.60%	697,370
Franchise Fees	0	14,657	149,900	90.22%	135,243
Licenses & Permits	13,449	20,533	73,800	72.18%	53,267
Intergovernmental Revenue	5,968	20,981	181,700	88.45%	160,719
Charges for Services	18,734	55,965	231,800	75.86%	175,835
Fines & Forfeitures	7,124	27,125	56,000	51.56%	28,875
Miscellaneous Revenue	1,695	4,948	17,500	71.73%	12,552
Total REVENUE	<u>57,700</u>	<u>176,338</u>	<u>1,440,200</u>	<u>87.76%</u>	<u>1,263,862</u>
EXPENDITURES (by Department)					
01 - Admin / Finance	36,626	104,357	397,100	73.72%	292,743
02 - Court	2,026	6,906	26,700	74.13%	19,794
03- Community Development	17,057	29,785	141,600	78.97%	111,815
04 - Police Department	39,446	90,326	519,100	82.60%	428,774
05 - Fire Department	33,980	126,200	519,000	75.68%	392,800
Total EXPENDITURES	<u>129,134</u>	<u>357,575</u>	<u>1,603,500</u>	<u>77.70%</u>	<u>1,245,925</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(71,434)</u>	<u>(181,237)</u>	<u>(163,300)</u>	<u>-10.98%</u>	<u>17,937</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	9,162	26,536	96,600	72.53%	70,064
Transfers Out	0	0	0	NA	0
Other Uses	0	0	(80,000)	100.00%	(80,000)
Total OTHER FINANCING SOURCES (USES)	<u>9,162</u>	<u>26,536</u>	<u>(40,000)</u>	<u>166.34%</u>	<u>(66,536)</u>
NET CHANGE IN FUND BALANCE	<u>(62,271)</u>	<u>(154,701)</u>	<u>(203,300)</u>	<u>23.91%</u>	<u>(48,599)</u>
BEGINNING FUND BALANCE	517,503	609,933	603,200	1.12%	6,733
ENDING FUND BALANCE	<u>455,232</u>	<u>455,232</u>	<u>399,900</u>	<u>13.84%</u>	<u>55,332</u>

City of Dundee
Statement of Revenue & Expenditures
General Fund - 001 Admin/Finance - 01
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	14,690	43,404	176,800	75.45%	133,396
Personnel Benefits	8,582	25,775	104,000	75.22%	78,225
Total Personnel Services	<u>23,272</u>	<u>69,179</u>	<u>280,800</u>	<u>75.36%</u>	<u>211,621</u>
Materials & Services					
Supplies	190	1,000	4,200	76.19%	3,200
Professional Services	8,760	13,608	58,100	76.58%	44,492
Contractual Services	110	331	1,300	74.57%	969
Travel & Training	2,791	5,152	11,100	53.58%	5,948
Insurance	0	9,876	9,600	-2.88%	(276)
Regulatory Requirements	0	21	800	97.34%	779
Utilities	496	1,422	6,600	78.45%	5,178
Repairs & Maintenance	204	764	9,400	91.87%	8,636
Other Materials & Services	803	3,004	12,400	75.77%	9,396
Total Materials & Services	<u>13,354</u>	<u>35,178</u>	<u>113,500</u>	<u>69.01%</u>	<u>78,322</u>
Capital Outlay	0	0	2,800	100.00%	2,800
Total ADMIN/FINANCE EXPENDITURES	<u><u>36,626</u></u>	<u><u>104,357</u></u>	<u><u>397,100</u></u>	<u><u>73.72%</u></u>	<u><u>292,743</u></u>

City of Dundee
Statement of Revenue & Expenditures
General Fund - 001 Court - 02
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	815	2,380	10,300	76.89%	7,920
Personnel Benefits	693	1,696	8,800	80.73%	7,104
Total Personnel Services	<u>1,508</u>	<u>4,076</u>	<u>19,100</u>	<u>78.66%</u>	<u>15,024</u>
Materials & Services					
Supplies	0	0	200	100.00%	200
Professional Services	0	1,773	2,300	22.90%	527
Contractual Services	274	772	3,300	76.61%	2,528
Travel & Training	200	200	1,100	81.82%	900
Other Materials & Services	43	85	700	87.82%	615
Total Materials & Services	<u>517</u>	<u>2,830</u>	<u>7,600</u>	<u>62.76%</u>	<u>4,770</u>
Capital Outlay	0	0	0		0
Total COURT EXPENDITURES	<u><u>2,026</u></u>	<u><u>6,906</u></u>	<u><u>26,700</u></u>	<u><u>74.13%</u></u>	<u><u>19,794</u></u>

City of Dundee
Statement of Revenue & Expenditures
General Fund - 001 Community Development - 03
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	963	2,811	12,200	76.96%	9,389
Personnel Benefits	817	2,411	10,400	76.82%	7,989
Total Personnel Services	<u>1,780</u>	<u>5,222</u>	<u>22,600</u>	<u>76.89%</u>	<u>17,378</u>
Materials & Services					
Supplies	0	80	500	84.00%	420
Professional Services	8,729	14,526	61,000	76.19%	46,474
Contractual Services	6,321	9,732	36,000	72.97%	26,268
Travel & Training	225	225	1,400	83.93%	1,175
Other Materials & Services	1	1	20,100	100.00%	20,099
Total Materials & Services	<u>15,277</u>	<u>24,563</u>	<u>119,000</u>	<u>79.36%</u>	<u>94,437</u>
Total COMMUNITY DEVELOPMENT EXPENDITURES	<u><u>17,057</u></u>	<u><u>29,785</u></u>	<u><u>141,600</u></u>	<u><u>78.97%</u></u>	<u><u>111,815</u></u>

City of Dundee

Statement of Revenue & Expenditures
 General Fund - 001 Police Dept - 04
 From 9/01/2019 Through 9/30/2019

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget</u>	<u>Percent Total Budget Remaining</u>	<u>Total Budget Variance</u>
EXPENDITURES					
Materials & Services					
Contractual Services	39,446	90,326	519,100	82.60%	428,774
Total Materials & Services	<u>39,446</u>	<u>90,326</u>	<u>519,100</u>	<u>82.60%</u>	<u>428,774</u>
Total POLICE DEPT EXPENDITURES	<u><u>39,446</u></u>	<u><u>90,326</u></u>	<u><u>519,100</u></u>	<u><u>82.60%</u></u>	<u><u>428,774</u></u>

City of Dundee

Statement of Revenue & Expenditures
 General Fund - 001 Fire Dept - 05
 From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
EXPENDITURES					
Personnel Services					
Salaries & Wages	17,079	56,293	236,700	76.22%	180,407
Personnel Benefits	13,943	40,194	155,900	74.22%	115,706
	<u>31,022</u>	<u>96,487</u>	<u>392,600</u>	<u>75.42%</u>	<u>296,113</u>
Total Personnel Services					
Materials & Services					
Supplies	811	2,370	16,000	85.19%	13,630
Professional Services	0	0	800	100.00%	800
Contractual Services	0	6,137	25,400	75.84%	19,263
Travel & Training	0	138	2,100	93.45%	1,963
Insurance	0	16,723	17,400	3.89%	677
Regulatory Requirements	110	310	7,500	95.87%	7,190
Utilities	653	2,415	17,900	86.51%	15,485
Repairs & Maintenance	1,383	1,590	13,000	87.77%	11,410
Other Materials & Services	1	30	300	90.00%	270
	<u>2,958</u>	<u>29,713</u>	<u>100,400</u>	<u>70.41%</u>	<u>70,687</u>
Total Materials & Services					
Capital Outlay	0	0	26,000	100.00%	26,000
	<u>33,980</u>	<u>126,200</u>	<u>519,000</u>	<u>75.68%</u>	<u>392,800</u>
Total FIRE DEPT EXPENDITURES					

City of Dundee
Statement of Revenue & Expenditures
Street Fund - 110
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	2,701	7,689	29,000	73.49%	21,311
Intergovernmental Revenue	22,311	58,791	240,000	75.50%	181,209
Miscellaneous Revenue	100	301	1,500	79.93%	1,199
Total REVENUE	25,112	66,781	270,500	75.31%	203,719
EXPENDITURES					
Personnel Services	4,294	13,703	42,400	67.68%	28,697
Material & Services					
Supplies	264	1,559	4,200	62.87%	2,641
Professional Services	826	4,732	9,000	47.42%	4,268
Travel & Training	122	122	500	75.60%	378
Insurance	0	1,895	1,900	0.26%	5
Regulatory Requirements	0	0	100	100.00%	100
Utilities	2,082	6,191	23,800	73.99%	17,609
Repairs & Maintenance	1,381	10,063	115,900	91.32%	105,837
Interfund Services	9,658	13,442	19,600	31.42%	6,158
Other Materials & Services	0	6	200	97.13%	194
Total Materials & Services	14,332	38,010	175,200	78.30%	137,190
Total EXPENDITURES	18,626	51,713	217,600	76.23%	165,887
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	6,486	15,068	52,900	71.52%	37,832
OTHER FINANCING SOURCES (USES)					
Transfers Out	0	0	(83,300)	100.00%	(83,300)
Other Uses	0	0	(5,000)	100.00%	(5,000)
Total OTHER FINANCING SOURCES (USES)	0	0	(88,300)	100.00%	(88,300)
NET CHANGE IN FUND BALANCE	6,486	15,068	(35,400)	142.56%	(50,468)
BEGINNING FUND BALANCE	53,353	44,770	43,500	2.92%	1,270
ENDING FUND BALANCE	59,838	59,838	8,100	638.74%	51,738

City of Dundee
Statement of Revenue & Expenditures
Street CIP Fund - 111
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Franchise Fees	0	9,377	43,900	78.64%	34,523
Intergovernmental Revenue	0	0	600,000	100.00%	600,000
Miscellaneous Revenue	538	1,612	57,000	97.17%	55,388
Total REVENUE	<u>538</u>	<u>10,990</u>	<u>700,900</u>	<u>98.43%</u>	<u>689,910</u>
EXPENDITURES					
Capital Outlay	860	4,302	1,313,000	99.67%	1,308,698
Debt Service	0	20,373	49,600	58.93%	29,227
Total EXPENDITURES	<u>860</u>	<u>24,675</u>	<u>1,362,600</u>	<u>98.19%</u>	<u>1,337,925</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(322)</u>	<u>(13,685)</u>	<u>(661,700)</u>	<u>97.93%</u>	<u>(648,015)</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>(322)</u>	<u>(13,685)</u>	<u>(135,700)</u>	<u>89.92%</u>	<u>(122,015)</u>
BEGINNING FUND BALANCE	281,865	295,229	248,800	18.66%	46,429
ENDING FUND BALANCE	<u>281,543</u>	<u>281,543</u>	<u>113,100</u>	<u>148.93%</u>	<u>168,443</u>

City of Dundee
Statement of Revenue & Expenditures
Street Reserve Fund - 112
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenue	89	263	1,100	76.13%	837
Total REVENUE	<u>89</u>	<u>263</u>	<u>1,100</u>	<u>76.13%</u>	<u>837</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>89</u>	<u>263</u>	<u>(44,700)</u>	<u>100.59%</u>	<u>(44,963)</u>
NET CHANGE IN FUND BALANCE	<u>89</u>	<u>263</u>	<u>(44,700)</u>	<u>100.59%</u>	<u>(44,963)</u>
BEGINNING FUND BALANCE	44,939	44,765	44,700	0.14%	65
ENDING FUND BALANCE	<u><u>45,027</u></u>	<u><u>45,027</u></u>	<u><u>0</u></u>	<u><u>0.00%</u></u>	<u><u>45,027</u></u>

City of Dundee

Statement of Revenue & Expenditures
State Revenue Sharing Fund - 122
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	7,629	31,000	75.39%	23,371
Miscellaneous Revenue	4	15	200	92.45%	185
Total REVENUE	4	7,644	31,200	75.50%	23,556
EXPENDITURES					
Material & Services					
Professional Services	737	737	2,500	70.54%	1,763
Contractual	0	0	11,800	100.00%	11,800
Total Materials & Services	737	737	14,300	94.85%	13,563
Capital Outlay	0	6,308	12,700	50.33%	6,392
Total EXPENDITURES	737	7,045	27,000	73.91%	19,955
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(733)	599	4,200	85.74%	3,601
OTHER FINANCING SOURCES (USES)					
Transfers Out	0	0	(5,500)	100.00%	(5,500)
Total OTHER FINANCING SOURCES (USES)	0	0	(5,500)	100.00%	(5,500)
NET CHANGE IN FUND BALANCE	(733)	599	(1,300)	146.08%	(1,899)
BEGINNING FUND BALANCE	3,383	2,051	1,700	20.66%	351
ENDING FUND BALANCE	2,650	2,650	400	562.57%	2,250

City of Dundee

Statement of Revenue & Expenditures
 Equipment Reserve Fund - 127
 From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Miscellaneous Revenue	1,632	4,838	37,000	86.92%	32,162
Total REVENUE	1,632	4,838	37,000	86.92%	32,162
EXPENDITURES					
Capital Outlay	0	0	915,000	100.00%	915,000
Debt Service	0	29,314	58,700	50.06%	29,386
Total EXPENDITURES	0	29,314	973,700	96.99%	944,386
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	1,632	(24,476)	(936,700)	97.39%	(912,224)
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	83,200	100.00%	83,200
Total OTHER FINANCING SOURCES (USES)	0	0	83,200	100.00%	83,200
NET CHANGE IN FUND BALANCE	1,632	(24,476)	(853,500)	97.13%	(829,024)
BEGINNING FUND BALANCE	828,026	854,135	853,500	-0.07%	(635)
ENDING FUND BALANCE	829,659	829,659	0	NA	(829,659)

City of Dundee
Statement of Revenue & Expenditures
Parks Fund - 131
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Intergovernmental Revenue	0	0	32,800	100.00%	32,800
Miscellaneous Revenue	15	44	2,600	98.32%	2,556
Total REVENUE	15	44	35,400	99.88%	35,356
EXPENDITURES					
Materials & Services					
Professional Services	0	0	4,000	100.00%	4,000
Repairs & Maintenance	60	394	5,200	92.43%	4,806
Total Materials & Services	60	394	9,200	95.72%	8,806
Capital Outlay	171	1,383	37,500	96.31%	36,117
Total EXPENDITURES	231	1,777	46,700	96.19%	44,923
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	(216)	(1,733)	(11,300)	84.66%	-9,567
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	5,500	100.00%	5,500
Total OTHER FINANCING SOURCES (USES)	0	0	5,500	100.00%	5,500
NET CHANGE IN FUND BALANCE	(216)	(1,733)	(5,800)	70.12%	-4,067
BEGINNING FUND BALANCE	6,785	8,302	6,100	-36.10%	-2,202
ENDING FUND BALANCE	6,569	6,569	300	-2089.68%	-6,269

City of Dundee
Statement of Revenue & Expenditures
Tourism Fund - 151
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	9,352	24,064	75,800	68.25%	51,736
Miscellaneous Revenue	242	732	13,000	94.37%	12,268
Total REVENUE	<u>9,594</u>	<u>24,796</u>	<u>88,800</u>	<u>72.08%</u>	<u>64,004</u>
EXPENDITURES					
Materials & Services					
Professional Services	737	737	2,500	70.54%	1,763
Contractual Services	718	3,794	112,000	96.61%	108,206
Total Materials & Services	<u>1,455</u>	<u>4,531</u>	<u>114,500</u>	<u>96.04%</u>	<u>109,969</u>
Capital Outlay	0	0	80,000	100.00%	80,000
Total EXPENDITURES	<u>1,455</u>	<u>4,531</u>	<u>194,500</u>	<u>97.67%</u>	<u>189,969</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>8,139</u>	<u>20,265</u>	<u>(105,700)</u>	<u>119.17%</u>	<u>(125,965)</u>
NET CHANGE IN FUND BALANCE	<u>8,139</u>	<u>20,265</u>	<u>(105,700)</u>	<u>119.17%</u>	<u>(125,965)</u>
BEGINNING FUND BALANCE	128,219	116,093	110,900	-4.68%	(5,193)
ENDING FUND BALANCE	<u>136,359</u>	<u>136,359</u>	<u>5,200</u>	<u>-2522.28%</u>	<u>(131,159)</u>

City of Dundee

Statement of Revenue & Expenditures
 Fire Station Construction Fund - 201
 From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaininng	Total Budget Variance
REVENUES					
Miscellaneous Revenue	116	345	0	NA	(345)
Total REVENUE	<u>116</u>	<u>345</u>	<u>0</u>	NA	<u>(345)</u>
EXPENDITURES					
Materials & Services					
Professional Services	9,818	11,290	0	NA	(11,290)
Total Materials & Services	<u>9,818</u>	<u>11,290</u>	<u>0</u>	NA	<u>(11,290)</u>
Capital Outlay	0	0	0	NA	0
Total EXPENDITURES	<u>9,818</u>	<u>11,290</u>	<u>0</u>	NA	<u>(11,290)</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>(9,702)</u>	<u>(10,945)</u>	<u>0</u>	NA	<u>10,945</u>
NET CHANGE IN FUND BALANCE	<u>(9,702)</u>	<u>(10,945)</u>	<u>0</u>	NA	<u>10,945</u>
BEGINNING FUND BALANCE	58,970	60,214	0	NA	(60,214)
ENDING FUND BALANCE	<u><u>49,268</u></u>	<u><u>49,268</u></u>	<u><u>0</u></u>	NA	<u><u>(49,268)</u></u>

City of Dundee

Statement of Revenue & Expenditures
 Bonded Debt - 310
 From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Taxes	574	2,963	148,000	98.00%	145,038
Miscellaneous Revenue	38	114	1,000	88.63%	886
Total REVENUE	<u>612</u>	<u>3,076</u>	<u>149,000</u>	<u>97.94%</u>	<u>145,924</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>612</u>	<u>3,076</u>	<u>(1,200)</u>	<u>356.35%</u>	<u>(4,276)</u>
NET CHANGE IN FUND BALANCE	<u>612</u>	<u>3,076</u>	<u>(1,200)</u>	<u>356.35%</u>	<u>(4,276)</u>
BEGINNING FUND BALANCE	20,275	17,810	17,600	-1.19%	(210)
ENDING FUND BALANCE	<u><u>20,886</u></u>	<u><u>20,886</u></u>	<u><u>16,400</u></u>	<u><u>-27.36%</u></u>	<u><u>(4,486)</u></u>

City of Dundee
Statement of Revenue & Expenditures
Water Fund - 431
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	79,989	219,235	617,400	64.49%	398,165
Miscellaneous Revenue	231	611	3,400	82.03%	2,789
Total REVENUE	<u>80,220</u>	<u>219,846</u>	<u>620,800</u>	<u>64.59%</u>	<u>400,954</u>
EXPENDITURES					
Personnel Services	16,756	53,490	217,400	75.40%	163,910
Materials & Services					
Supplies	1,751	4,999	12,500	60.01%	7,501
Professional Services	678	3,541	8,600	58.83%	5,059
Contractual Services	742	1,230	10,000	87.70%	8,770
Travel & Training	244	505	2,300	78.05%	1,795
Insurance	0	6,502	5,700	-14.06%	(802)
Regulatory Requirements	137	657	15,500	95.76%	14,843
Utilities	4,430	12,781	46,100	72.28%	33,319
Repairs & Maintenance	1,539	8,359	40,800	79.51%	32,441
Interfund Services	0	15,533	94,000	83.48%	78,467
Other Materials & Services	477	2,147	9,700	77.87%	7,553
Total Materials & Services	<u>9,998</u>	<u>56,254</u>	<u>245,200</u>	<u>77.06%</u>	<u>188,946</u>
Capital Outlay	30	6,879	36,000	0.00%	29,121
Total EXPENDITURES	<u>26,783</u>	<u>116,623</u>	<u>498,600</u>	<u>76.61%</u>	<u>381,977</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>53,437</u>	<u>103,223</u>	<u>122,200</u>	<u>15.53%</u>	<u>18,977</u>
OTHER FINANCING SOURCES (USES)					
Transfers Out	(3,874)	(10,568)	(155,000)	93.18%	(144,432)
Other Uses	0	0	(20,000)	100.00%	(20,000)
Total OTHER FINANCING SOURCES (USES)	<u>(3,874)</u>	<u>(10,568)</u>	<u>(175,000)</u>	<u>93.96%</u>	<u>(164,432)</u>
NET CHANGE IN FUND BALANCE	<u>49,562</u>	<u>92,654</u>	<u>(52,800)</u>	<u>275.48%</u>	<u>(145,454)</u>
BEGINNING FUND BALANCE	105,074	61,982	56,500	9.70%	5,482
ENDING FUND BALANCE	<u>154,636</u>	<u>154,636</u>	<u>3,700</u>	<u>4079.36%</u>	<u>150,936</u>

City of Dundee

Statement of Revenue & Expenditures
 Water CIP Fund - 432
 From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	13,012	19,361	39,200	50.61%	19,839
Miscellaneous Revenue	906	2,702	6,000	54.97%	3,298
Total REVENUE	13,918	22,063	45,200	51.19%	23,137
EXPENDITURES					
Capital Outlay	0	2,109	265,000	99.20%	262,891
Debt Service	0	0	117,300	100.00%	117,300
Total EXPENDITURES	0	2,109	382,300	99.45%	380,191
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	13,918	19,954	(337,100)	105.92%	-357,054
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	80,000	100.00%	80,000
Total OTHER FINANCING SOURCES (USES)	0	0	80,000	100.00%	80,000
NET CHANGE IN FUND BALANCE	13,918	19,954	(257,100)	107.76%	-277,054
BEGINNING FUND BALANCE	332,281	326,245	270,600	-20.56%	-55,645
ENDING FUND BALANCE	346,199	346,199	13,500	-2464.44%	-332,699

City of Dundee
Statement of Revenue & Expenditures
Sewer Fund - 441
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	105,758	319,350	1,331,400	76.01%	1,012,050
Miscellaneous Revenue	322	1,079	4,500	76.01%	3,421
Total REVENUE	<u>106,080</u>	<u>320,430</u>	<u>1,335,900</u>	<u>76.01%</u>	<u>1,015,470</u>
EXPENDITURES					
Personnel Services	15,918	48,459	200,200	75.79%	151,741
Materials & Services					
Supplies	880	3,757	21,500	82.53%	17,743
Professional Services	255	2,516	40,700	93.82%	38,184
Contractual Services	0	197	700	71.91%	503
Travel & Training	183	444	2,300	80.70%	1,856
Insurance	0	15,332	16,700	8.19%	1,368
Regulatory Requirements	33	3,114	5,600	44.39%	2,486
Utilities	5,621	16,792	85,100	80.27%	68,308
Repairs & Maintenance	7,518	7,632	221,300	96.55%	213,668
Interfund Services	6,883	20,650	86,400	76.10%	65,750
Other Materials & Services	482	2,149	9,500	77.38%	7,351
Total Materials & Services	<u>21,856</u>	<u>72,583</u>	<u>489,800</u>	<u>85.18%</u>	<u>417,217</u>
Total EXPENDITURES	<u>37,773</u>	<u>121,042</u>	<u>690,000</u>	<u>82.46%</u>	<u>568,958</u>
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	<u>68,306</u>	<u>199,388</u>	<u>645,900</u>	<u>69.13%</u>	<u>446,512</u>
OTHER FINANCING SOURCES (USES)					
Transfers Out	(60,788)	(126,968)	(745,600)	82.97%	(618,633)
Other Uses	0	0	(20,000)	100.00%	(20,000)
Total OTHER FINANCING SOURCES (USES)	<u>(60,788)</u>	<u>(126,968)</u>	<u>(765,600)</u>	<u>83.42%</u>	<u>(638,633)</u>
NET CHANGE IN FUND BALANCE	<u>7,518</u>	<u>72,420</u>	<u>(119,700)</u>	<u>160.50%</u>	<u>(192,120)</u>
BEGINNING FUND BALANCE	224,263	159,361	143,300	11.21%	16,061
ENDING FUND BALANCE	<u>231,781</u>	<u>231,781</u>	<u>23,600</u>	<u>882.12%</u>	<u>208,181</u>

City of Dundee

Statement of Revenue & Expenditures
Sewer CIP Fund - 442
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	12,328	18,344	37,200	50.69%	18,856
Miscellaneous Revenue	1,127	3,352	22,200	84.90%	18,848
Total REVENUE	13,455	21,696	59,400	63.47%	37,704
EXPENDITURES					
Capital Outlay	0	0	0	NA	0
Debt Service	0	0	689,200	100.00%	689,200
Total EXPENDITURES	0	0	689,200	100.00%	689,200
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	13,455	21,696	(629,800)	103.44%	(651,496)
OTHER FINANCING SOURCES (USES)					
Transfers In	55,500	111,000	666,000	83.33%	555,000
Total OTHER FINANCING SOURCES (USES)	55,500	111,000	666,000	83.33%	555,000
NET CHANGE IN FUND BALANCE	68,955	132,696	36,200	-266.56%	(96,496)
BEGINNING FUND BALANCE	577,833	514,092	497,100	-3.42%	(16,992)
ENDING FUND BALANCE	646,788	646,788	533,300	-21.28%	(113,488)

City of Dundee
Statement of Revenue & Expenditures
Storm Water Fund - 451
From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	9,087	26,649	109,800	75.73%	83,151
Miscellaneous Revenue	33	107	1,000	89.32%	893
Total REVENUE	9,120	26,756	110,800	75.85%	84,044
EXPENDITURES					
Personnel Services	2,489	7,578	28,300	73.22%	20,722
Materials & Services Supplies	222	884	2,300	61.58%	1,416
Professional Services	0	134	5,600	97.62%	5,467
Travel & Training	61	61	200	69.50%	139
Insurance	0	209	200	-4.26%	(9)
Regulatory Requirements	0	0	100	100.00%	100
Utilities	66	205	1,100	81.35%	895
Repairs & Maintenance	318	356	2,700	86.81%	2,344
Interfund Services	1,133	3,400	12,100	71.90%	8,700
Other Materials & Services	0	3	300	98.92%	297
Total Materials & Services	1,800	5,251	24,600	78.65%	19,349
Total EXPENDITURES	4,289	12,829	52,900	75.75%	40,071
EXCESS (deficiency) of REVENUE OVER EXPENDITURES	4,831	13,927	57,900	75.95%	43,973
OTHER FINANCING SOURCES (USES)					
Transfers Out	0	0	(63,900)	100.00%	(63,900)
Other Uses	0	0	(5,000)	100.00%	(5,000)
Total OTHER FINANCING SOURCES (USES)	0	0	(68,900)	100.00%	(68,900)
NET CHANGE IN FUND BALANCE	4,831	13,927	(11,000)	226.61%	(24,927)
BEGINNING FUND BALANCE	21,795	12,700	12,100	4.96%	600
ENDING FUND BALANCE	26,627	26,627	1,100	2320.59%	25,527

City of Dundee

Statement of Revenue & Expenditures

Storm Water CIP Fund - 452

From 9/01/2019 Through 9/30/2019

	Current Period Actual	Current Year Actual	Total Budget	Percent Total Budget Remaining	Total Budget Variance
REVENUES					
Charges for Services	4,872	7,308	15,000	51.28%	7,692
Miscellaneous Revenue	171	512	1,300	60.59%	788
Total REVENUE	5,043	7,820	16,300	52.02%	8,480
EXPENDITURES					
Capital Outlay	1,817	3,178	111,000	97.14%	107,822
Debt Service	0	0	23,700	100.00%	23,700
Total EXPENDITURES	1,817	3,178	134,700	97.64%	131,522
EXCESS (deficiency) of REVENUE OVER EXPENDITUR	3,227	4,643	(118,400)	103.92%	-123,043
OTHER FINANCING SOURCES (USES)					
Transfers In	0	0	52,000	100.00%	52,000
Total OTHER FINANCING SOURCES (USES)	0	0	52,000	0.00%	52,000
NET CHANGE IN FUND BALANCE	3,227	4,643	(66,400)	0.00%	-71,043
BEGINNING FUND BALANCE	89,328	87,912	71,400	0.00%	-16,512
ENDING FUND BALANCE	92,555	92,555	5,000	0.00%	-87,555

AGENDA REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: October 31, 2019
Re: Water Treatment Plant Study

The 2016 Water System Master Plan recommended continued exploration of riverbank filtration as an option for developing the City's Willamette River water right. In lieu of riverbank filtration, the location of an intake structure for a future water treatment plant will need to consider several factors. These include the depth of water to draw from, reasonable access, proximity to the City, and the permitting process to relocate the point of entry for the river water right. Given the significant investment that City ratepayers will incur to develop the river water right, I requested MurraySmith to present a scope of work for evaluation of the siting and construction of a future water treatment plant for the Council's consideration.

Another factor is the City of Newberg is currently evaluating alternatives for a redundant water supply. The concern is their one source of water is located on the south side of the river and is vulnerable to disruption. Newberg staff will be investigating the possibility of acquiring additional water rights and looking at regional opportunities for redundant supply of water. It is anticipated that the Newberg City Council will review these alternatives in March 2020. Since a regional initiative may involve collaboration with the City of Dundee, it would be beneficial to better understand the potential use and value of the City's river water right.

At the outset I requested MurraySmith to evaluate any fatal flaws in the City's river water right. The concern is not just with potential restrictions due to more senior rights and the timing of seasonal flows during critical fish passage, but with the capability of municipalities purchasing more senior water rights. I also requested more definitive direction on the riverbank filtration option, including a high-level cost benefit analysis versus a traditional intake structure. In the end, the study will provide a road map for construction of a water treatment plant to accommodate the long-term development of the City, including the various phases and costs that may be evaluated in an overall capital financing plan and potential effect on user rates. Lael Alderman will be at the November 5 meeting to address questions from Council regarding the proposed scope of work.

Recommendation: Council motion to accept the scope of work and authorize the city administrator to execute an agreement with MurraySmith for a water treatment plant conceptual siting study.

SCOPE OF WORK

ENGINEERING SERVICES FOR WATER TREATMENT PLANT CONCEPTUAL SITING STUDY CITY OF DUNDEE, OREGON

Introduction

The City of Dundee (City) has requested engineering services associated with the conceptual development of a water treatment plant (WTP) along the Willamette River. Conceptual engineering work is needed for the following items:

- Status and possible relocation of the City's current water right on the Willamette River
- Siting of a river intake structure
- Siting of a new WTP facility
- Evaluation of available and applicable water treatment options
- Conceptual project timeline and costs

The Water Treatment Plant Conceptual Siting Study will provide an overview of the processes involved in the siting, design, and permitting of a new WTP facility and identify critical steps that may be taken by the City to incrementally develop this water supply solution.

Scope of Services

Murraysmith will perform the following services.

Task 1 – Project Management and Review Meetings

Murraysmith will coordinate, monitor, and control the project resources to meet the technical, communication, and contractual obligations required for developing and implementing the project scope. Key design review meetings with City staff and the presentation of findings and recommendations to the City Council are also included in this task.

1.1 Invoices/Status Reports

Murraysmith will prepare monthly invoices, including expenditures by task, hours worked by project personnel, and other direct expenses with the associated backup documentation. Monthly status reports will accompany each invoice and include comparisons of monthly expenditures and cumulative charges to budget by Task.

Assumptions

1. Murraysmith assumes a Notice to Proceed date by November 1, 2019.
2. Project duration will be six (6) months; therefore, it is assumed that there will be at least 6 progress payments/status reports.

Deliverables

1. Murraysmith shall deliver monthly invoices and status reports to the City covering:
 - Work on the project performed during the previous month
 - Meetings attended
 - Potential impacts to submittal dates, budget shortfalls, or optional services
 - Budget Analysis
 - Issues requiring project team action

1.2 City Staff Workshop

Coordinate and conduct a meeting with City staff to review the draft WTP Conceptual Siting Technical Memorandum (TM).

Assumptions

1. City Staff Workshop to be attended by Murraysmith's Project Manager and Project Engineer

Deliverables

1. Summary Presentation: PowerPoint presentation summarizing work and findings completed with reporting
2. Minutes from City Staff Workshop

1.3 City Council Presentation

Update Summary Presentation incorporating comments from the City Staff Workshop and attend a presentation to the Dundee City Council.

Assumptions

1. Council Meeting to be attended by Murraysmith's Project Manager and Project Engineer

Deliverables

1. Updated PowerPoint presentation summarizing work and findings completed with reporting

Task 2 – Water Rights Investigations and Considerations

Review and develop a summary on the status of the City's current water right on the Willamette River. Evaluate options and document the process for relocating the water right either upstream or downstream of its current location on the Willamette River.

2.1 Status of Existing Water Right

Map the location of the City's current water right on Willamette River. Provide information on the status of the current water right, noting any potential restrictions to its use due to more senior rights elsewhere along the river or during low flow scenario at the point of use. If potential restrictions to the existing water right use are present, provide information on the anticipated frequency and duration of these restrictions.

Deliverables

1. Map of City's current water right on the Willamette River: 11"x17", PDF
2. Status of the City's current water right will be included in the Water Treatment Plant (WTP) Conceptual Siting Technical Memorandum (TM).

2.2 Water Right Relocation Alternatives

Investigate alternatives for relocation of the City's current water right and summarize findings. Develop mapping to determine the City's preferred location for the relocation of the current water right.

Assumptions

1. Up to three (3) locations for relocating the City's current water right will be investigated.
2. Locations to be investigated:
 - a. Upstream of the current location of the City's water right and upstream of the City's existing wastewater treatment plant (WWTP) outfall to the Willamette River
 - b. Relocation of the water right to the east side of Ash Island will not be investigated.

Deliverables

1. Map identifying the all alternative locations investigated and the preferred location of the City's water right on the Willamette River: 11"x17", PDF

2.3 Amending Water Right

Document the process and timeline for relocating and amending the City's current water right on the Willamette River.

Assumptions

1. Relocation of the current water right assumes an upstream move greater than 1/4-mile.

Deliverables

1. Process, timeline and estimated cost for relocating and amending the City's current water right will be included in the WTP Conceptual Siting TM.

Task 3 - Intake Structure Conceptual Design

Concurrent with Task 4, document the permitting requirements and general process for construction of a new WTP intake structure on the Willamette River in the vicinity of the City's existing, as well as the preferred, location for its water right. Provide construction cost estimates for the proposed intake structure.

3.1 Permitting Requirements

Document jurisdictional agencies and permit requirements associated with the construction of a new WTP intake structure.

Assumptions

1. Intake structure to be sited at the preferred location of the City's water right.
2. Conduct one site visit to the proposed siting location

Deliverables

1. Permitting requirements for construction of intake structure will be documented in the WTP Conceptual Siting TM.

3.2 Intake Structure Evaluation

Provide summary of typical construction sequencing for a new intake structure. Provide construction cost estimates for a new intake structure.

Assumptions

1. Conceptual construction cost estimates will be based on conceptual level design elements and be considered Class 5 estimates as defined by the Association for the Advancement of Cost Engineering (AACE) with an expected accuracy range of +30% to -20%. A contingency of 40 percent of the overall estimated construction cost will be provided to allow for flexibility in addressing any possible unforeseen conditions that may arise during construction, as well as a 20 percent allowance for engineering, administrative, and permitting services and fees.
2. Intake will be sized for build-out capacity of WTP, assumed to be approximately 2 million gallons per day (mgd).
3. Location of intake structure to match the preferred location of the City's water right on the Willamette River, as developed in Task 2.2.

Deliverables

1. Construction cost estimate for intake structure.
2. A summary of standard construction sequencing for a similarly sized river intake structure will be documented in the WTP Conceptual Siting TM.

3.3 Ranney Collection Well Evaluation

Investigate locations for the possible siting of a Ranney collector well. Provide next steps for furthering City's understanding on the potential for developing a Ranney collector well as an alternative to constructing a river intake structure. Provide construction cost estimates for a new intake structure.

Assumptions

1. Conceptual construction cost estimates will be based on conceptual level design elements and be considered Class 5 estimates as defined by AACE. Construction costs provided will be updates of those provided in the City's latest Water System Master Plan (2015, CH2M).
2. Siting investigations and recommendations for areas to potentially evaluate existing subsurface conditions for siting a Ranney collection well will be limited to aerial surveys using Google Earth.

Deliverables

1. Construction cost estimate for Ranney collection well structure.
2. Investigations and recommended next steps for siting a Ranney collector well will be documented in the WTP Conceptual Siting TM.

3.4 Conceptual Routing of Raw Water Pipeline

Provide conceptual routing and construction cost estimate for raw water pipeline required to convey flows from the river intake to the preferred location of the WTP.

Assumptions:

1. Conceptual routing of pipeline will be provided in plan view only, looking for the most direct route available with minimal known obstructions and providing minimal impacts to future development.
2. Conceptual construction cost estimates will be based on conceptual level design elements and be considered Class 5 estimates as defined by the AACE.

Deliverables:

1. Conceptual routing of raw water pipeline between WTP and river intake structure to be included in map identifying the preferred location of the City's proposed WTP.
2. Construction cost estimate for raw water pipeline
3. Summary of conceptual pipeline routing will be documented in the WTP Conceptual Siting TM.

Task 4 – Future Water Treatment Plant Siting Study

Concurrent with Task 3, investigate sites along the Willamette River for the siting of the City's proposed WTP. Develop recommendations and a preferred location for the siting of the City's proposed WTP. Provide conceptual routing and construction cost estimate for a new raw water pipeline required to convey flows from the river intake to the preferred location of the WTP.

4.1 Conceptual Siting of Water Treatment Plant

Investigate sites and develop recommendations for a preferred location of the City's proposed WTP.

Assumptions:

1. Up to three (3) locations for siting of the City's proposed WTP will be developed. One of the locations to be investigated for the siting of the proposed WTP will be adjacent to the City's existing WWTP on City-owned property.
2. Determination of the preferred location for the WTP will be based on factors including proximity to preferred location of City's water right on the Willamette River; available utilities; site accessibility; current City zoning and allowable uses; current ownership of property; and routing of the WTP raw water intake pipeline.

3. Footprint required for WTP and associated facilities is assumed to be 3 to 5 acres.

Deliverables:

1. Map identifying all alternative locations investigated and the preferred location of the City's proposed WTP: 11"x17", PDF
2. Conceptual site layout plan for the proposed WTP at the City's preferred location: 11"x17", PDF
3. Site investigations and recommendations leading to a preferred location of the proposed WTP will be documented in the WTP Conceptual Siting TM.

Task 5 - Water Treatment Plant Conceptual Plan

Determine options for water treatment and opportunities for phasing treatment plant facility improvements to match the City's forecasted finished water demands. Provide construction cost estimates for the preferred water treatment option.

5.1 Evaluation of Water Treatment Objectives and Design Criteria

Evaluate viable options available to the City for water treatment and establish design criteria for the proposed WTP. Provide recommendation for a preferred treatment option.

Assumptions:

1. Up to three (3) water treatment options will be evaluated. It is assumed the following water treatment facility options will be evaluated: conventional treatment, membrane treatment, and a package treatment system.

Deliverables:

1. A summary of water treatment options evaluated, with recommendations for a preferred treatment option, will be included in the WTP Conceptual Siting TM.

5.2 Conceptual WTP Phasing Plan

Develop conceptual phased construction plan for the preferred option of water treatment. Provide construction cost estimates associated with a phased implementation of the water treatment.

Assumptions:

1. Initial capacity of proposed WTP facility will be approximately 1 mgd. Build-out capacity of the proposed facility will be approximately 2 mgd.

2. Conceptual construction cost estimates will be based on conceptual level design elements and be considered Class 5 estimates as defined by the AACE

Deliverables:

1. Construction cost estimate for phased improvements to water treatment facility.
2. Conceptual phasing plan for the preferred water treatment option will be documented in the WTP Conceptual Siting TM.

Task 6 - Conceptual Project Schedule

Provide an overall conceptual project timeline covering all phases of the proposed WTP project, including preliminary engineering, water right relocation, permitting, design, and construction.

Deliverables:

1. Phased project schedule, including summary of cost estimates for the construction of the intake structure, raw water pipeline, and first phase of water treatment improvements

Task 7 – Water Treatment Plant Conceptual Siting Technical Memorandum

Compile findings and figures developed from Tasks 2-6, as well as memorandum from subconsultants, into a technical memorandum.

7.1 Draft Water Treatment Plant Conceptual Siting Technical Memorandum

Prepare a draft WTP Conceptual Siting TM.

Assumptions:

1. The draft TM will summarize the study and all work completed in Tasks 2-6. The draft TM will include the information, findings, and recommendations associated with the construction of a new water treatment plant and associated improvements. All drawings, maps and graphics, as well as construction cost estimates, will be included.
2. A draft TM will be provided to City staff for initial review.

Deliverables:

1. Draft TM: Electronically transmitted in PDF format

7.2 Prepare Final Water Treatment Plant Conceptual Siting Technical Memorandum

Finalize the TM incorporating City staff comments and outcome of the City Council presentation.

Deliverables:

1. Three (3) hard copies and one electronic (PDF) copy of the Final WTP Conceptual Siting TM

Task 8 – (OPTIONAL) Potential Regional Partnership Workshops

As authorized by the City, provide the City with assistance in discussions with potential regional water partners.

Assumptions:

1. Attend two workshops with City staff and other potential partners.

Deliverables:

1. As needed, preparation of agendas, minutes, and other meeting materials

Proposed Fee Estimate

Murraysmith proposes to perform this work on a time and expenses basis in accordance with the firm's current standard Schedule of Charges in effect at the time the work is performed. A detailed fee estimate with breakdown of labor hours by tasks is attached.

AGENDA REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: October 31, 2019
Re: Red Hills Drive Shared Water Line

At the October 1 meeting staff informed the Council of a 2-inch PVC line that connects to the water main on Red Hills Drive and currently serves four properties: 959 SW Red Hills Road, 1220 SW Ninth Street, 1180 SW Ninth Street, and 1140 SW Ninth Street. Meters are not easily accessible by the City crews and the water line and meters are located on private property and not within a public easement. The history of this line is unclear, but it appears that two of the properties (959 SW Red Hills Road and ~~1220~~ 1180 SW Ninth Street) once shared a private water line as part of a rural water system managed by Ellis Baker at 959 SW Red Hills Road going back to the 1950's¹. This shared rural water line was originally a 1" pipe and had a different alignment than the current alignment of the 2-inch line connection at Red Hills Drive. Subsequently, Ellis Baker requested additional connections from the City and subdivided his property (Red Hills subdivision) in 1964. About the same time another rural resident, Arthur Nelson, established a water system using City water for his development (Cascade View Terrace subdivision) also located outside of the City limits. On November 2, 1964, Arthur Nelson discussed his water system on the hillside with the Council and stated he would turn his system over to the City. Nelson informed Council on November 2, 1964 he was the sole owner of the rural water system except for a promised 2" uninterrupted line to Ellis Baker in exchange for a roadway.² Effective January 5, 1966, the properties owned by Baker, Nelson, and others was annexed into the City.³ I was not able to find information on when and how ~~1180~~ 1220 NW Ninth Street was added to the Baker/Howard water line, but by 1973 new water system improvements were completed and the moratorium in place on building permits was lifted. The residence at 1140 SW Ninth Street was constructed in 1974 and by 1980 the Water Master Plan shows the 2-inch PVC line serving the four properties attached to the City's 2-inch steel line located in Red Hills Road.⁴

¹ On February 6, 1950, the Council negotiated an agreement with Ellis Baker, an existing outside water customer, for locating a new City water line across his property (presumably connecting the springs property source at Fairview Drive that fed by gravity the 85,000 gallon reservoir located on Upland Avenue) in exchange for financial help installing a new line for a house he was going to build (959 SW Red Hills Road). Baker sold property to Howard Butler for building a house at ~~1220~~ 1180 SW 9th Street, and it appears on November 7, 1955 the Council agreed to allow Baker and Butler to share a 1-inch water line.

² I was unable to find documentation to confirm the location of the 2" line or the roadway reference.

³ Annexation of about 52 acres of property north of Ninth Street and west of Alder Street, and bordered by Upland Drive and Walnut Avenue – Ordinance No. 90.

⁴ The 2-inch line was constructed with the 1973 water system improvements which included a new transmission main from the springs wells that fed the upper reservoir (located in the former Erath vineyard). Houses on Red Hill Drive were

As noted at the October 1 meeting, the 2-inch PVC water line and the associated meters are located on private property, which are in conflict with current City regulations and the regulations that were in effect during that time (Ordinance No. 53). Per Ordinance No. 53, the meter shall be located with sufficient pipe to reach the private property line, and the water line beyond the property line shall be maintained by the owner. Ordinance No. 53 is not as clear regarding the situation if a private rural line is subsequently annexed into the City, although the ordinance prohibits two or more meters connected serially on the same pipe line. It is also unclear why the City allowed 1140 SW Ninth Street to connect to the shared 2-inch PVC line instead of requiring the applicant to install the meter near the main on Red Hills Drive per the regulation. In addition to resolving the responsibility of maintenance and repair to the 2-inch PVC line, it is difficult to determine if there are leaks since the 2-inch line is not separately metered near the connection to the main.

To comply with current water system regulations, there are essentially two options: 1) relocate the meters to the right of way where the main is located and have each residence install their own service line from the house to the meter, or 2) upgrade the current system to public standards. Given the topography and restricted access to undertake future maintenance, PW staff does not favor the later option. To relocate the meters to the Ninth Street right of way, the cost is about \$1,200 with one full day's work of a 2-person crew. The cost to install new service lines from the houses to the meters is estimated at \$20,500.⁵ Work will take place on private property may not be conducted as a public works project by the City. The property owners will need to obtain a plumbing permit and hire a contractor. This option will also require the property owners to agree to a new easement for that purpose.

The property owners were notified of this matter and that the Council will be discussing possible solutions. Two of the property owners contacted me and suggested a third option of installing a master meter for the 2-inch line. That way the City would be able to determine if there is water loss due to a leak and the owners would still be responsible for its repair. However, this complicates the billing process and is contrary to the current regulation (although Council may amend that section). The installation cost for a 2-inch meter is about \$2,000 and will require a day's work with a 2-person crew.

Staff believes Option 1 is the best long-term solution for the current and future property owners. Council should also consider cost-sharing proposals with the owners to assist with these changes.

Note: Address changes in this report were made after it was determined that the Howard Butler residence was 1180 SW 9th Street, the water line easement provided by the owner of 959 SW Red Hills Road (Lawson) in 1984 to Howard Butler did not provide specific information of Butler's property.

attached to the 2-inch steel line that was fed through a pressure reducing valve. It is presumed the prior City gravity line that Baker/Howard was previously attached to was abandoned and their shared line was relocated at that time.

⁵ The estimated budget for service lines installation and reconnection was obtained from Kizer Excavating using a common trench and which noted obstructions of trees and brush.



October 16, 2019

RE: Shared Water Service Line

Dear

Four properties, including yours, receive City water service from a shared 2 inch line connected to the water main on Red Hills Drive (map enclosed). The four properties served by the shared 2 inch water service are: 1) 959 NW Red Hills Drive, 2) 1220 SW Ninth Street, 3) 1180 SW Ninth Street, and 4) 1140 SW Ninth Street. The shared 2 inch service line is presumably located in a five foot wide private easement granted by 959 NW Red Hills Drive to the benefit of 1220 SW Ninth Street. We were unable to find a similar recorded water line easement for the other two properties. Water meters serving the four properties are located on private property, generally in the back yards and at a considerable distance from the Red Hills Drive water main. The City does not have documentation on the construction of the shared 2 inch line and the pipe's condition is unknown. If there is water loss due to leaks it would not be apparent to the City since the water would not be recorded by the four meters.

Earlier this year an application was made to develop the vacant parcel abutting three of the properties with the shared water line that crosses that same parcel. The applicant was informed that they may not connect to the shared 2 inch line and the applicant elected to have their service from the Red Hills Drive water main with the meter located in the public right of way and their service line from the meter to the property located in a private easement. Due to concerns with future maintenance responsibility and impending development in the area, staff proposed two options to the city council for resolving the status of the shared service line. First option would be to relocate the four meters to the public right of way and require the owners to install a new service line from the meter to the house. The second option would require the owners provide a public water line easement to the City of Dundee and the City upgrades the shared water line to City standards as a local improvement district paid by assessments to the property owners.

Shared Water Service Line
October 16, 2019
Page 2

The city council expressed their preference for the first option involving relocation of the meters, which will be reviewed at the November 5, 2019 meeting. The meeting will be held at the Dundee fire station and starts at 7:00 pm. You are invited to attend that meeting and address the city council regarding the shared water line. Feel free to contact me at rob.daykin@dundeecity.org or (503) 538-3922 if you wish to discuss this issue.

Sincerely,



Rob Daykin
City Administrator

Enc.

Shared Water Line Red Hills Road

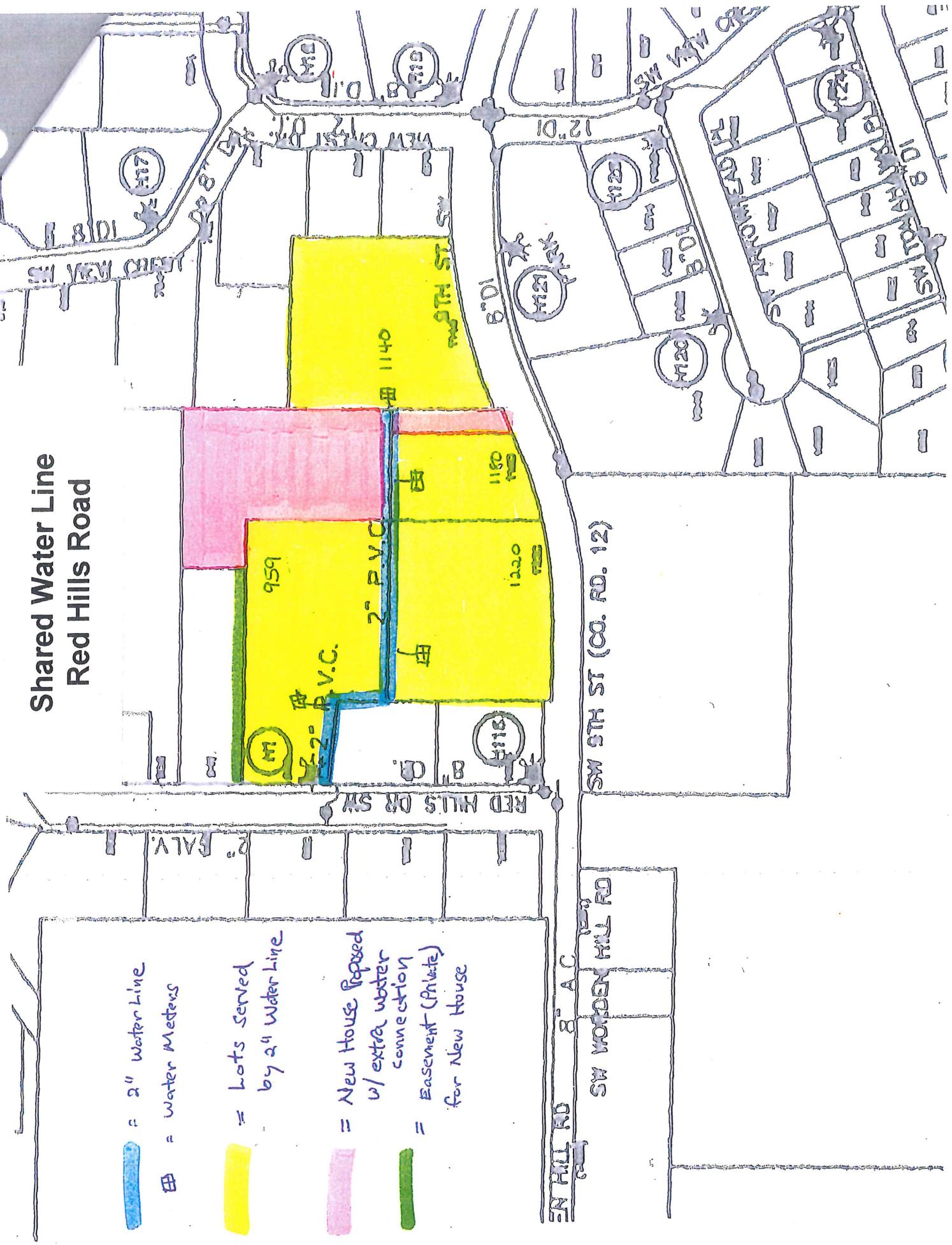
 = 2" Water Line

 = Water Meters

 = Lots Served by 2" Water Line

 = New House Proposed w/ extra water connection

 = Easement (Private) for New House



AGENDA REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: October 31, 2019
Re: Highway 99W Improvements Project – City Utilities Conflict

As previously reported to Council, the 2021 Highway 99W improvements project will involve full depth reconstruction of the highway surface in Dundee and ODOT advised that excavation may be as much as four feet below the current surface throughout the work area. The plan is to have 11 inches of asphalt over a 12 inch base, however, an additional two feet of stabilization will be placed as needed. The City has a 6 inch water line running parallel between the curb and the fog-line on the east side of the highway that is three feet below the surface and we have water lines crossing the highway at Seventh Street and Eleventh Street that are also three feet below the surface. The 6-inch parallel line is cast iron and is prone to failure requiring emergency repairs. Also, the water in the 6-inch line is at very high pressure and the pipe is unrestrained. If excavation were to only extend two feet, it is possible that the line will suffer damage during construction if left in place. If the additional two feet of stabilization is needed near the water pipe, it would likely suffer catastrophic damage since the pipe connections are unrestrained. Due to these concerns and age of the pipe, PW staff recommends against leaving the cast iron pipe in the highway since repair will not only require cutting through 11 inches of asphalt but will also require more extensive surface repairs by ODOT.

The City engaged MurraySmith to evaluate the water distribution system within the highway and to provide recommendations for abandoning or relocating water lines out of the highway. MurraySmith obtained the hydraulic model data used in the 2016 Water Master Plan analysis, updated the distribution changes since 2016, and considered the establishment of a new pressure zone on the east side of the highway and the possibility of a new river water source. Their recommendations included two options, both of which try to minimize the distribution system needed to provide fire flow and services to existing and new development on the east side of Highway 99W. Staff recommends Option 2, which abandons the 6-inch cast iron line from Fifth Street to Twelfth Street and installs two new segments of 8-inch ductile iron water line in an easement next to the sidewalk that needs to be obtained between Tenth Street and Twelfth Street and between Sixth Street and Fifth Street. Option 2 also establishes crossings of the highway from the 10-inch line on the west side to the east side for hydrants and services. Both options provide for a new 12-inch highway crossing connection at Fifth Street.

On October 23 City Engineer Greg Reid and I met with the ODOT project team to discuss the potential City utility conflicts with the 2021 highway improvements. ODOT is required to follow federal guidelines regarding utility conflicts and will be providing official notice regarding relocation in December 2019. Also, the owners of the utilities are required to relocate those facilities in conflict

with the project at the owners' cost and ODOT is prohibited from participating in that cost. Regarding the water lines, the City will complete the construction of the new 8-inch ductile line located in easements next to the sidewalk in 2020. ODOT confirmed they may incorporate the water line crossings as part of the highway improvements project under agreement with the City, with the City providing engineer plans for the work and a deposit to cover the estimated cost. We also discussed the sewer collection main located on the east side of the highway and the sewer laterals crossing from the west side to the main. The primary concern is some of the laterals starting out on the west side are just under the 4-foot excavation limit and may still be damaged by highway construction activities. ODOT stated they will include a "protect in place" provision for the sewer laterals in their bid documents, making the contractor responsible for any damage. However, the City is still obligated to provide reasonably accurate information regarding the depth and location of the laterals. We recently used Pacific Int-R-Tek to complete scoping of the main near Tenth Street and investigate the lateral serving the Andy Wilder property at 992 N. Highway 99W. At the same time, we scoped six other laterals in the vicinity. Staff obtained a quote from Pacific Int-R-Tek to scope the remaining sewer laterals crossing the highway, as well as the east side lateral connections to the main. Not only will the scoping help determine the depth and location of the laterals, it will also provide the City documentation on their pre-construction condition.

Recommendation: Council motion directing staff to prepare bid documents for the installation of a new 8-inch ductile iron water line located in an easement as depicted in Option 2 from the MurraySmith report and to prepare an agreement with ODOT to include the construction of City water lines crossing the highway and related facilities as part of the 2021 Highway 99W improvements project.

Recommendation: Council motion to accept the quote from Pacific Int-R-Tek for video scoping sewer laterals connecting to the sewer main located in the highway.

Attachments:

- MurrySmith Highway 99W Main Relocation Report
- Pacific Int-R-Tek Sewer Lateral Scoping Quote

Memorandum

Date: October 24, 2019

Project: City of Dundee, Highway 99W Main Relocation

To: Rob Daykin, City Manager
City of Dundee

From: Candace Coleman, PE
Heidi Springer, PE
Lael Alderman, PE
Murraysmith

Introduction

The Oregon Department of Transportation (ODOT) is planning reconstruction of Highway 99W within the City of Dundee (the City). This will necessitate the removal and/or relocation of the City's 6-inch diameter main on the east side of the highway. The intention of this memo is to address the following questions:

1. Is the infrastructure proposed for the new Riverside Pressure Zone in the City's Water System Master Plan (WSMP) (Jacobs Engineering Group, 2015) reasonable and adequate?
2. Is there adequate transmission capacity crossing the highway to allow for future flows of water from the Lower Pressure Zone to the proposed Riverside Zone?
3. Does the existing 6-inch diameter main parallel to the highway on the east side need to be relocated, or can it be removed?

To complete this analysis, a copy of the hydraulic model completed by Jacobs Engineering Group as part of the WSMP was obtained and updated with water system improvement projects completed since the WSMP was adopted. Most of the upgrades occurred on the west side of Highway 99W, where the City has upgraded portions of 4-inch diameter main to 10-inch diameter main. It is assumed that the previous calibration of the hydraulic model by Jacobs is still valid. However, it should be noted that adjustments were made to the demands as they were not consistent with projected future demands documented in the 2015 WSMP text.

1. Proposed Riverside Pressure Zone

Significant development is anticipated in the Riverside area of the City, generally located between Highway 99W to the west and the Willamette River to the east. In order to address this new system demand, as well as an existing system storage deficit for the City, the WSMP proposed a new pumped ground-level storage facility in the Riverside area that would serve a new pressure zone comprised of future development in the Riverside area and a portion of the Lower Pressure Zone. Because the existing Lower Pressure Zone operates at a higher hydraulic grade line (HGL) than the proposed Riverside Zone, the WSMP recommended installation of pressure reducing valves (PRVs) that allow water to flow into the new Riverside Zone from the Lower Pressure Zone, if needed. Additionally, the WSMP recommended sufficient capacity and redundancy in the water system highway crossings to supply water in both directions (to and from the Riverside Zone), including fire flow demands.

It is assumed that any new storage will serve as finished water storage for a future supply source from a regional water treatment plant. If a suitable site can be secured, it is recommended that new storage be located on the west side of the highway rather than on the east side. The higher elevation on the west side would allow water to flow to the Riverside area by gravity, reducing or eliminating the need for a new pumping station. Because all storage would be located on the west side of the highway, it is important to have adequate highway crossings and PRVs to serve the proposed Riverside Zone.

2. Transmission Capacity Improvements

Future transmission main improvement alternatives for the Riverside area to and from the Lower Pressure Zone (depending on where future storage is located) should provide adequate pressures and fire flow in both zones. There are four existing Highway 99W crossings that currently supply finished water to the area east of the highway. From south to north, they are:

1. SE Parks Drive (proposed PRV location to serve Riverside Zone)
2. SW 11th Street (connects Lower Pressure Zone on either side of the highway)
3. SW 7th Street (connects Lower Pressure Zone on either side of the highway)
4. NE Fox Farm Road (proposed PRV location to serve Riverside Zone)

Proposed Improvements

The crossings at SE 7th Street and SE 11th Street will be removed as part of the Highway 99W improvements because their depth is too shallow and they will be impacted by the changes to the highway. However, as growth occurs in the Riverside area, it will be beneficial to maintain highway crossings for redundancy to both the existing Lower Pressure Zone on the east side of the highway and the new Riverside Zone. A new crossing should be located at SE 5th Street and should be 12 inches in diameter. Note that when the new Riverside Zone is created, a PRV would be needed downstream of this connection, with the specific location depending on the zone boundaries. This would allow redundancy to both the Lower Pressure Zone and the Riverside Zone.

3. Relocation of Existing 6-inch Diameter Main

An evaluation of the City's hydraulic model was completed, with recommendations for the relocation of portions of the existing 6-inch diameter main on the east side of Highway 99W provided below.

3.1 Hydraulic Analysis

ODOT's reconstruction of Highway 99W in the City will require relocation of the existing main on the east side of the highway. The stretch of main that is affected extends parallel to the highway from SE 5th Street to SE 12th Street and is primarily 6 inches in diameter. There is a parallel main on the west side of the highway, most of which has been replaced recently with 10-inch diameter ductile iron pipe. The few remaining sections of 4-inch diameter main on the westside of Highway 99W have been abandoned or removed.

Findings from the hydraulic analysis for removal of the existing 6-inch diameter main are summarized as follows:

1. Because of the parallel 10-inch diameter main on the west side of Highway 99W, it is not necessary to relocate the entire 6-inch diameter main on the east side of Highway 99W.
2. Using the 2014 maximum day demand (MDD), the hydraulic model shows that removal of the 6-inch diameter main has little to no effect on average pressures.
3. Fire flows in most areas are also minimally affected by the removal of the existing 6-inch diameter main, with the exception of the Riverside area; however, fire flows in the Riverside area remain sufficient without the 6-inch diameter main and will be improved with the addition of a highway crossing at SE 5th Street.

3.2 Main Relocation

Although the 6-inch diameter main is not needed hydraulically, there are some services and hydrants that will be stranded with the removal of this main. Extending perpendicular mains from the east across the railroad to connect to these services and hydrants is considered infeasible due to permitting time and the schedule for highway reconstruction. For these reasons, either portions of the 6-inch diameter main will need to be relocated or services and hydrants will need to be connected directly across the highway to the main on the west side of the highway. Note that connecting the hydrants and services directly across the highway is not the preferred option because of the difficulty of performing future maintenance and repairs, especially in an emergency. The options for reconnecting services and hydrants are as follows:

Option 1 (see Figure 1)

- a. Relocate the existing main between SE 6th Street and SE 9th Street by connecting a new 8-inch diameter main to the existing 8-inch diameter main in 6th Street and extending it south to SE 9th Street.
- b. Create a new highway crossing at 9th Street and connect to the existing 8-inch diameter main in 9th Street on the west side of the highway. (Note: the City has an easement on the east side of the highway in 9th Street that extends east and then south to SE 10th Street; they intend to install a main in this easement in the future).
- c. Relocate the main between SE 10th Street and SE 12th Street by constructing a new 8-inch diameter main from the existing 6-inch diameter main in 10th Street to the existing 6-inch diameter main at 12th Street.

Option 2 (see Figure 2)

- a. Connect the existing five services and three hydrants between SE 7th Street and SE 9th Street to the existing 10-inch diameter main on the west side of the highway. Install the services in oversized conduits and the hydrant laterals in casings for easier maintenance.
- b. Create a new highway crossing at 9th Street and connect to the existing 8-inch diameter main in 9th Street on the west side of the highway. This main provides a connection to one new hydrant and two existing services on the east side of the highway. (Note: The City has an easement on the east side of the highway in SE 9th Street that extends east and then south to SE 10th Street; they intend to install a main in this easement in the future).
- c. Create a new highway crossing at 7th Street and connect to the existing 8-inch diameter main in 7th Street on the west side of the highway. This main provides a connection to one existing hydrant and two existing services on the east side of the highway.
- d. Relocate the main between SE 5th Street and SE 6th Street by constructing a new 8-inch diameter main from the existing 12-inch diameter main in SE 5th Street to the existing 8-inch diameter main in SE 6th Street.
- e. Relocate the main between SE 10th Street and SE 12th Street by constructing a new 8-inch diameter main from the existing 6-inch diameter main in 10th Street to the existing 6-inch diameter main at 12th Street.

Assumptions

1. Any services not captured in the proposed new piping will need a new service lateral that extends to the closest existing main on the east side of the highway.

2. In areas where the existing 6-inch diameter main is recommended to be relocated, a minimum of a 10-foot wide permanent utility easement will need to be obtained; new service laterals will require a minimum of a 5-foot wide permanent utility easement.
3. New developments/businesses on the east side of the highway will need to provide the City permanent utility easements and extend a main to their property.

3.4 Construction Cost Estimates

Construction cost estimates associated with the installation of Option 1, as well as the recommended new highway crossing at 5th Avenue, are provided in Table 1. Additionally, construction cost estimates associated with the installation of Option 2, as well as the recommended new highway crossing at 5th Avenue, are provided in Table 2. Unit costs assume the installation of restrained Class 52 ductile iron; connections to existing mains; water service and hydrant installation and connections; compacted crushed rock trench bedding and trench backfill; and full surface restoration. Construction cost estimates do not include costs associated with obtaining permanent utility easements on private property, which may be required for some of the recommended improvements.

Table 1
Construction Cost Estimate Summary for Highway 99W Relocations, Option 1

Item	Quantity (LF)	Unit Cost (\$/LF)	Estimated Cost
New 5th Avenue Crossing, 12" dia.	60	\$180	\$10,800
<i>Main Relocation, Option 1</i>			
6th Street to 9th Street, 8" dia.	1,050	\$130	\$136,500
9th Street Crossing, 8" dia.	60	\$130	\$7,800
10th Street to 12 Street, 8" dia.	820	\$130	\$106,600
		<i>Subtotal:</i>	<i>\$261,700</i>
		<i>+30% Contingency:</i>	<i>\$80,000</i>
		Total Estimated Construction Costs:	\$341,700

Table 2
Construction Cost Estimate Summary for Highway 99W Relocations, Option 2

Item	Quantity (LF)	Unit Cost (\$/LF)	Estimated Cost
New 5th Avenue Crossing, 12" dia.	60	\$180	\$10,800
<i>Main Relocation, Option 2</i>			
Cased highway crossings			
Hydrants: 6" dia. main in 18" PVC pipe (2 total @ 60 LF each)	120	\$240	\$28,800
Services within 4" PVC pipe (1 total @ 60 LF each)	60	\$100	\$6,000
5th Street to 6th Street, 8" dia.	320	\$130	\$41,600
7th Street Crossing, 8" dia.	60	\$130	\$7,800
9th Street Crossing, 8" dia.	60	\$130	\$7,800
10th Street to 12 Street, 8" dia.	820	\$130	\$106,600
		<i>Subtotal:</i>	<i>\$229,400</i>
		<i>+30% Contingency:</i>	<i>\$65,000</i>
		Total Estimated Construction Costs:	\$274,400

Cost estimates represent opinions of cost only, acknowledging final costs of individual projects will vary depending on actual labor and material costs, market conditions for construction, regulatory factors, final project scope, project schedule and other factors. The Association for the Advancement of Cost Engineering International (AACE International) classifies cost estimates depending on project definition, end usage and other factors. The cost estimates presented here are considered Class 4 with an end use being a study or feasibility evaluation and an expected accuracy range of -30 percent to +50 percent. As the project is better defined, the accuracy level of the estimates can be narrowed.

Since construction costs change periodically, an indexing method to adjust present estimates in the future is useful. The Engineering News-Record (ENR) Construction Cost Index (CCI) is a commonly used index for this purpose. For purposes of future cost estimate updating; the current ENR CCI for Seattle, Washington is 12,090.15 (September 2019).

Summary

The existing 6-inch diameter main parallel to Highway 99W on the east side does not provide a hydraulically significant benefit to the system; however, some existing services and hydrants will

need to be reconnected. Options presented for the reconnection of these hydrants and services include the construction of new cased highway crossings and segments of new main constructed on the east side of the highway. Additionally, there are recommendations for a new 12-inch diameter highway crossing at 5th Street to provide supply redundancy to both the existing Lower Pressure Zone and the proposed Riverside Zone.

Legend

-  Proposed Fire Hydrant
-  Proposed Main
-  Abandon Pipe
- Existing Water Main**
- Diameter:**
-  4-inch or less
-  6-inch
-  8-inch
-  10-inch
-  12-inch
-  Existing FDC
-  Existing Fire Hydrant
-  Existing Service Meter
-  Existing Easement
-  Railroad

Disclaimer: The City of Dundee makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. This map is not suitable for legal, engineering, or surveying purposes. Notification of any errors is appreciated.



G:\PDX_Projects\19\2607 - Dundee Highway 99W Main Relocation\GIS\MXD\Figures\19-2607-OR-FIGURE 1.mxd 10/18/2019 9:36:27 AM Candace Coleman



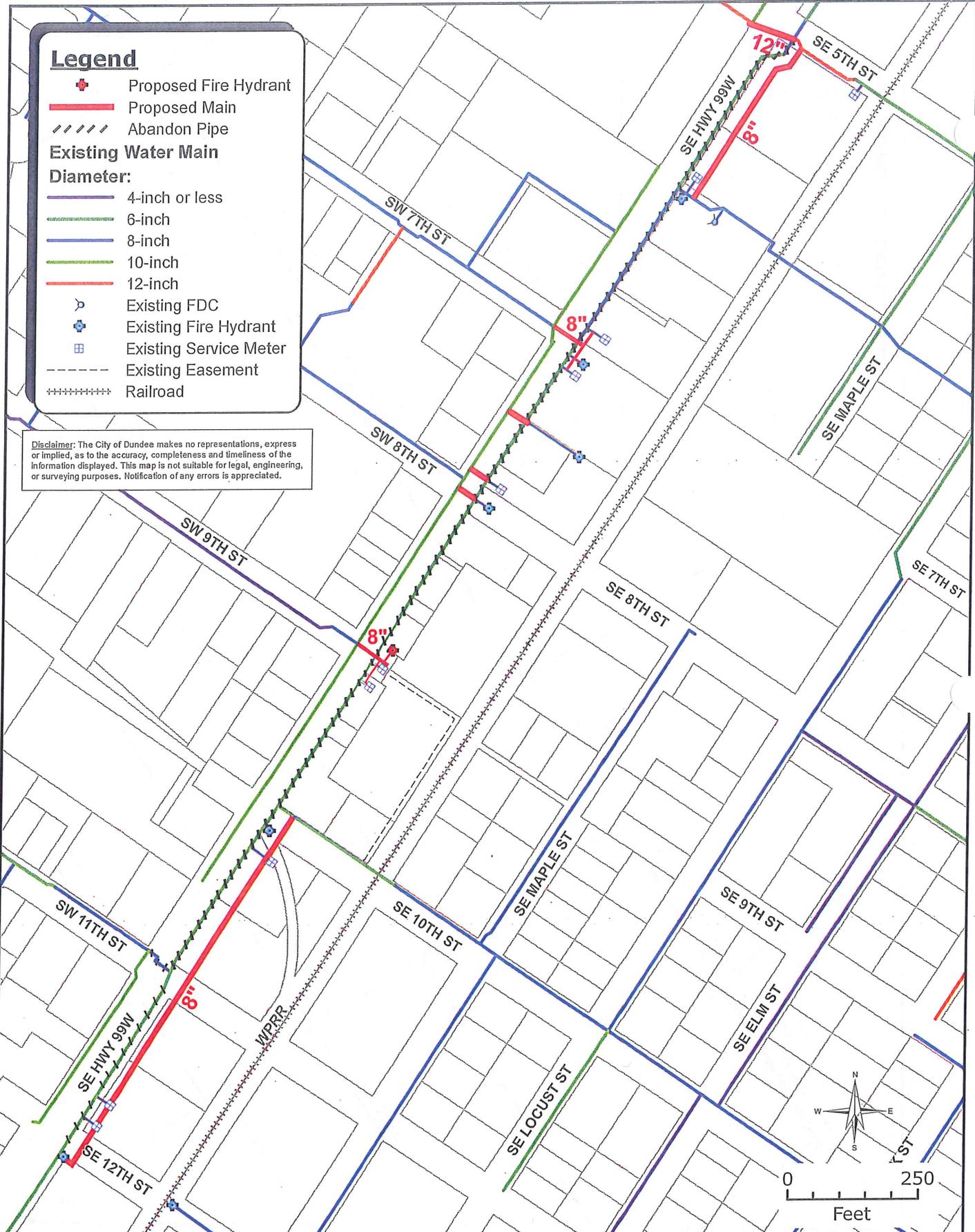
**Highway 99W
Main Relocation**

**Figure 1
Main Relocations
Option 1**

Legend

-  Proposed Fire Hydrant
-  Proposed Main
-  Abandon Pipe
- Existing Water Main**
- Diameter:**
-  4-inch or less
-  6-inch
-  8-inch
-  10-inch
-  12-inch
-  Existing FDC
-  Existing Fire Hydrant
-  Existing Service Meter
-  Existing Easement
-  Railroad

Disclaimer: The City of Dundee makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information displayed. This map is not suitable for legal, engineering, or surveying purposes. Notification of any errors is appreciated.



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**Highway 99W
Main Relocation**

**Figure 2
Main Relocations
Option 2**

AGENDA REPORT

To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: October 31, 2019
Re: Ordinance No. 571-2019, Amending DMC 13.20.080.A

At the October 15 meeting Council discussed and agreed to amend subsection 13.20.080.A of the Dundee Municipal Code for the purpose of clarifying the regulatory intent of the Stormwater Management Chapter. It was noted that Dundee's stormwater management regulation was modeled after the City of Milwaukie's and that the Milwaukie City Manager also confirmed the interpretation of their regulation that if the pollution (sediment laden storm water) is not entering the public storm water system, then it is a private to private issue. Council discussed whether the regulation prohibiting pollutants from entering the stormwater system would also apply to the city streets. While most streets have drainage ditches or piped storm water facilities, I found a similar regulation used by the City of Albany that is more explicit. City Attorney Ramis reviewed the proposed revised text and Ordinance No. 571-2019 was prepared to replace subsection 13.20.080.A as follows:

A. No person shall cause any pollutant to be discharged to public rights-of-way, the stormwater system, or any Waters of the State or cause any pollutant to be placed in a location where such pollutant is likely to escape or be carried into the public rights-of-way, the stormwater system or into the Waters of the State. For the purposes of this section, pollutant includes, but is not limited to, any refuse, garbage, litter, yard debris, landscape materials, compost, topsoil, bark, gravel, dirt, sod, sediment-laden runoff from construction or landscaping activities, hazardous materials, or other discarded or abandoned objects, articles, and accumulations.

Council also expressed interest in reviewing the Dundee public nuisance regulation (DMC Chapter 8.16) to determine if it should be amended to prohibit persons from taking actions that cause stormwater to erode soil or landscape materials from their property onto a neighboring property. I reviewed the public nuisance regulations of Portland Metro area cities and Albany, but I was not able find an example involving a similar protection to private properties.¹ One possible new section to Chapter 8.16 may be as follows:

8.16.105 Nuisances – Stormwater debris. No owner or person in charge of property shall allow the flow of stormwater to convey soil, bark mulch, or other debris from the property to adjacent properties not owned or under the control of the person.

¹ Several cities prohibit storm water from private property to flow over sidewalks and require private stormwater facilities to be properly maintained, although Sherwood has a requirement in a different regulation involving property maintenance to require premises to be graded and maintained to prevent erosion and the collection of stagnant water.

The premise of a municipal public nuisance regulation is to protect the health, peace, and safety of the greater community that is not otherwise addressed by state law. By enacting a provision into the Dundee Municipal Code that prohibits material from one property to erode onto another property, the City will likely be asked to undertake enforcement in a situation that is normally a civil matter between two private parties. Given the limited resources of the City, staff recommends not amending the public nuisance regulation.

Recommendation: Motion to adopt Ordinance No. 571-2019, an ordinance relating to stormwater management and amending the Dundee municipal code.

ORDINANCE NO. 571-2019

**AN ORDINANCE RELATING TO STORMWATER MANAGEMENT
AND AMENDING THE DUNDEE MUNICIPAL CODE.**

THE CITY OF DUNDEE DOES ORDAIN AS FOLLOWS:

Section 1. Subsection 13.20.080.A of the Dundee Municipal Code is hereby amended to read as follows:

A. No person shall cause any pollutant to be discharged to public rights-of-way, the stormwater system, or any Waters of the State or cause any pollutant to be placed in a location where such pollutant is likely to escape or be carried into the public rights-of-way, the stormwater system or into the Waters of the State. For the purposes of this section, pollutant includes, but is not limited to, any refuse, garbage, litter, yard debris, landscape materials, compost, topsoil, bark, gravel, dirt, sod, sediment-laden runoff from construction or landscaping activities, hazardous materials, or other discarded or abandoned objects, articles, and accumulations.

ADOPTED by the Council this _____ day of _____, 2019.

Approved:

David Russ
Mayor

Attest:

Rob Daykin
City Administrator/Recorder



To: City Council
From: Chuck Simpson
CC: Rob Daykin
Date: 10/22/2019
Re: Required water samples

Comments: Attached is the list of required water samples that need completed by the end of calendar year 2019, the highlighted / checked marked are due.

Also attached is a spread sheet with prices from 3 local laboratories.

These samples were included in the current budget to be completed.

Recommendation to use Edge Laboratory in Wilsonville for these tests, at a cost of \$11451.00

Respectfully submitted: Chuck Simpson

Sampling prices and Recommendation			
	Alexin	Edge	Water Lab
IOC	1140	960	1140
VOC	1000	825	1100
SOC	10000	9400	9520
DBP's	140	266	315
Totals	12280	11451	12075

PWS ID: **00262** UNCLASSIFIED **DUNDEE, CITY OF**

Chemical Sampling Schedule Status

Facility ID	Analyte or Group	Sampling Interval	Monitoring Period Start	Monitoring Period End	Days Until End	Samples Required	Samples Received	Last Sample Date
DIST-A DISTRIBUTION SYSTEM								
	LEAD & COPPER	notes 3 Years	01/01/2020 - 12/31/2020		20			06/30/2017
Seasonal sampling period: 06/01 thru 09/30								
DIST-A DISTRIBUTION SYSTEM								
	STAGE 2 DBP	notes Yearly	01/01/2019 - 12/31/2019		308	1	incomplete	12/12/2018
Seasonal sampling period: 12/01 thru 12/31								
EP-A EP FOR SPRINGS 1 & 2, WELLS 7, 8 & 13								
	ARSENIC	notes 9 Years	01/01/2017 - 12/31/2025		2500	1	incomplete	06/02/2015
	IOC	notes 9 Years	01/01/2011 - 12/31/2019		308	1	done	05/08/2014
	NITRATE	Yearly	01/01/2019 - 12/31/2019		308	1	incomplete	12/04/2018
	NITRITE	notes 9 Years	01/01/2011 - 12/31/2019		308	1	done	05/08/2014
	RAD - GROSS ALPHA	9 Years	01/01/2020 -		1		future	03/27/2017
	RAD - RADIUM 226/228	9 Years	01/01/2017 - 12/31/2025		2500	1	done	03/27/2017
	RAD - URANIUM	9 Years	01/01/2020 -		1		future	03/13/2018
	SOC	notes 3 Years	01/01/2020 -		2		future	12/04/2018
	VOLATILE ORGANICS	Yearly	01/01/2019 - 12/31/2019		308	1	incomplete	12/04/2018
EP-B EP FOR PRUITT WELLS (#5 & #6)								
	ARSENIC	notes 9 Years	01/01/2017 - 12/31/2025		2500	1	incomplete	06/02/2015
	IOC	notes 9 Years	01/01/2011 - 12/31/2019		308	1	incomplete	11/12/2008
	NITRATE	Yearly	01/01/2019 - 12/31/2019		308	1	incomplete	12/04/2018
	NITRITE	notes 9 Years	01/01/2011 - 12/31/2019		308	1	incomplete	11/12/2008
	RAD - GROSS ALPHA	9 Years	01/01/2017 - 12/31/2025		2500	1	done	03/27/2017
	RAD - RADIUM 226/228	9 Years	01/01/2017 - 12/31/2025		2500	1	done	03/27/2017
	RAD - URANIUM	6 Years	01/01/2014 - 12/31/2019		308	1	done	03/27/2017
	SOC	notes 3 Years	01/01/2017 - 12/31/2019		308	2	incomplete	06/02/2015
	VOLATILE ORGANICS	3 Years	01/01/2017 - 12/31/2019		308	1	incomplete	06/02/2015
EP-C EP FOR DEEP WELL (#3)								
	ARSENIC	notes 9 Years	01/01/2017 - 12/31/2025		2500	1	incomplete	06/02/2015

EP-C EP FOR DEEP WELL (#3)	IOC	notes	9 Years	01/01/2011 - 12/31/2019	308	1	incomplete	11/12/2008
EP-C EP FOR DEEP WELL (#3)	NITRATE		Yearly	01/01/2019 - 12/31/2019	308	1	incomplete	12/04/2018
EP-C EP FOR DEEP WELL (#3)	NITRITE	notes	9 Years	01/01/2011 - 12/31/2019	308	1	incomplete	11/12/2008
EP-C EP FOR DEEP WELL (#3)	RAD - GROSS ALPHA	notes	9 Years	01/01/2017 - 12/31/2025	2500	1	done	03/27/2017
EP-C EP FOR DEEP WELL (#3)	RAD - RADIUM 226/228	notes	9 Years	01/01/2017 - 12/31/2025	2500	1	done	03/27/2017
EP-C EP FOR DEEP WELL (#3)	RAD - URANIUM		6 Years	01/01/2014 - 12/31/2019	308	1	done	03/27/2017
EP-C EP FOR DEEP WELL (#3)	SOC	notes	3 Years	01/01/2017 - 12/31/2019	308	2	incomplete	06/02/2015
EP-C EP FOR DEEP WELL (#3)	VOLATILE ORGANICS		3 Years	01/01/2017 - 12/31/2019	308	1	incomplete	06/02/2015
EP-E EP FOR WELL #9	ARSENIC	notes	9 Years	01/01/2017 - 12/31/2025	2500	1	incomplete	06/02/2015
EP-E EP FOR WELL #9	IOC	notes	9 Years	01/01/2011 - 12/31/2019	308	1	incomplete	11/12/2008
EP-E EP FOR WELL #9	NITRATE		Yearly	01/01/2019 - 12/31/2019	308	1	incomplete	12/04/2018
EP-E EP FOR WELL #9	NITRITE	notes	9 Years	01/01/2011 - 12/31/2019	308	1	incomplete	11/12/2008
EP-E EP FOR WELL #9	RAD - GROSS ALPHA	notes	9 Years	01/01/2017 - 12/31/2025	2500	1	done	03/27/2017
EP-E EP FOR WELL #9	RAD - RADIUM 226/228	notes	9 Years	01/01/2017 - 12/31/2025	2500	1	done	03/27/2017
EP-E EP FOR WELL #9	RAD - URANIUM		6 Years	01/01/2014 - 12/31/2019	308	1	done	03/27/2017
EP-E EP FOR WELL #9	SOC	notes	3 Years	01/01/2017 - 12/31/2019	308	2	incomplete	06/02/2015
EP-E EP FOR WELL #9	VOLATILE ORGANICS		3 Years	01/01/2017 - 12/31/2019	308	1	incomplete	06/02/2015
EP-F EP FOR WELL #10	ARSENIC	notes	9 Years	01/01/2017 - 12/31/2025	2500	1	incomplete	06/02/2015
EP-F EP FOR WELL #10	IOC	notes	9 Years	01/01/2011 - 12/31/2019	308	1	incomplete	11/12/2008
EP-F EP FOR WELL #10	NITRATE		Yearly	01/01/2019 - 12/31/2019	308	1	incomplete	12/04/2018
EP-F EP FOR WELL #10	NITRITE	notes	9 Years	01/01/2011 - 12/31/2019	308	1	incomplete	11/12/2008
EP-F EP FOR WELL #10	RAD - GROSS ALPHA	notes	9 Years	01/01/2017 - 12/31/2025	2500	1	done	03/29/2017
EP-F EP FOR WELL #10	RAD - RADIUM 226/228	notes	9 Years	01/01/2017 - 12/31/2025	2500	1	done	03/29/2017
EP-F EP FOR WELL #10	RAD - URANIUM		6 Years	01/01/2014 - 12/31/2019	308	1	done	03/29/2017
EP-F EP FOR WELL #10	SOC	notes	3 Years	01/01/2017 - 12/31/2019	308	2	incomplete	06/02/2015
EP-F EP FOR WELL #10	VOLATILE ORGANICS		3 Years	01/01/2017 - 12/31/2019	308	1	incomplete	06/26/2015

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AGENDA REPORT

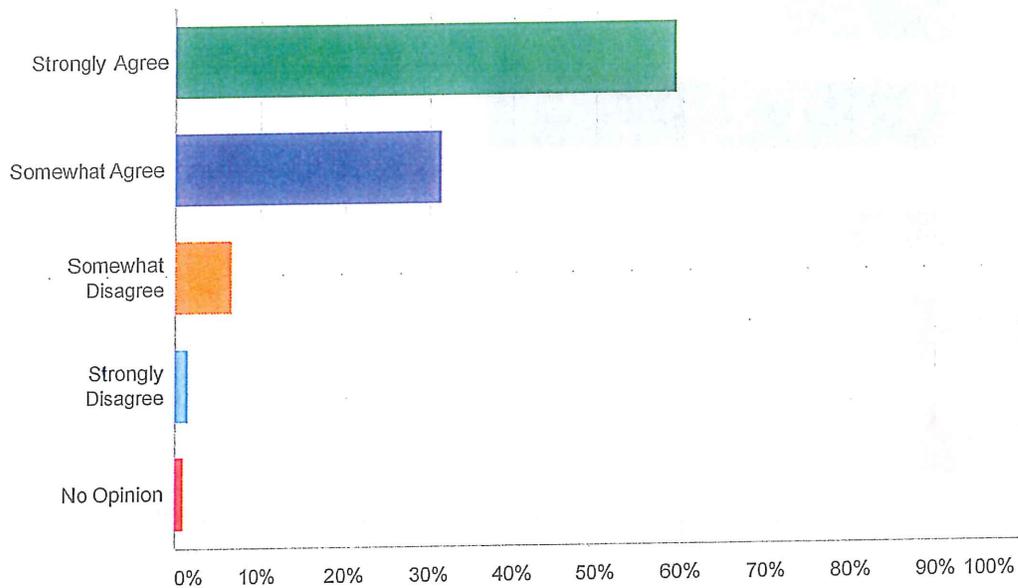
To: Mayor Russ and City Council
From: Rob Daykin, City Administrator
Date: October 31, 2019
Re: 2020 Community Survey

Prior to the 2018 biennium goal setting process the City conducted an online survey of citizens' attitudes and opinions on Dundee related matters. Attached are the results from that survey.¹ The City newsletter advised the opening of the online community survey will be from November 18 to December 13. As with the prior survey, the Mid-Willamette Valley Council of Governments will assist in the administration of the survey and compile survey responses for the Council. In addition to providing feedback to the Council and City staff, the intent was also to track changes in overall responses over time. To that end, the survey questions and format should remain similar. However, there may be specific issues that the Council may want to test from time to time. Does Council wish to revise the community survey to include additional questions?

¹ The survey results with all comments provided is available on the City of Dundee website under the City Council tab.

Q1 The City Council’s current mission statement is “The City of Dundee provides public services which support and improve the livability, safety and economic vitality of the community.” Do you agree this is an appropriate mission for Dundee city government?

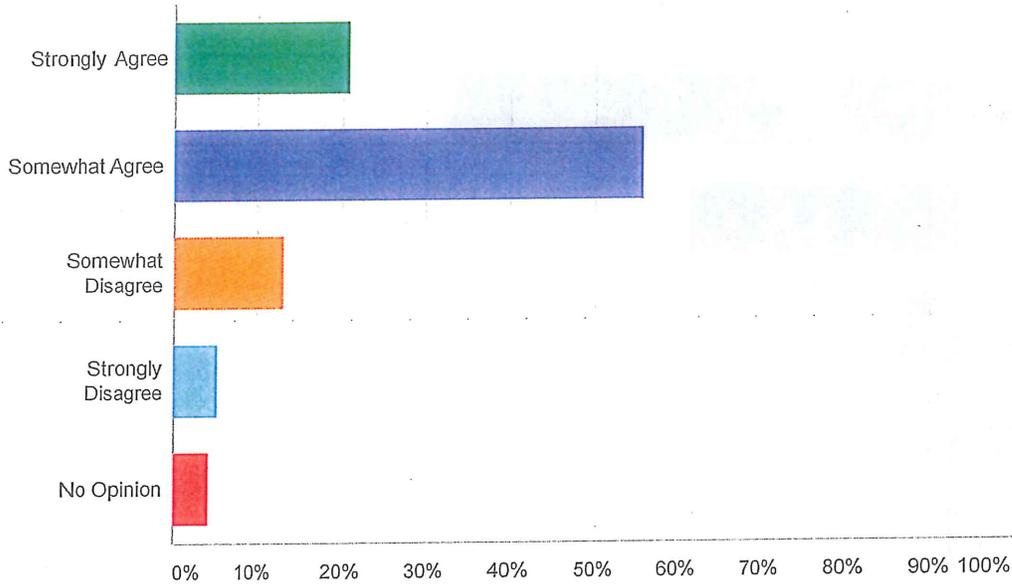
Answered: 182 Skipped: 0



ANSWER CHOICES	RESPONSES	
Strongly Agree	59.34%	108
Somewhat Agree	31.32%	57
Somewhat Disagree	6.59%	12
Strongly Disagree	1.65%	3
No Opinion	1.10%	2
TOTAL		182

Q2 To what extent do you agree that City government is carrying out its mission to “provides public services which support and improve the livability, safety and economic vitality of the community?”

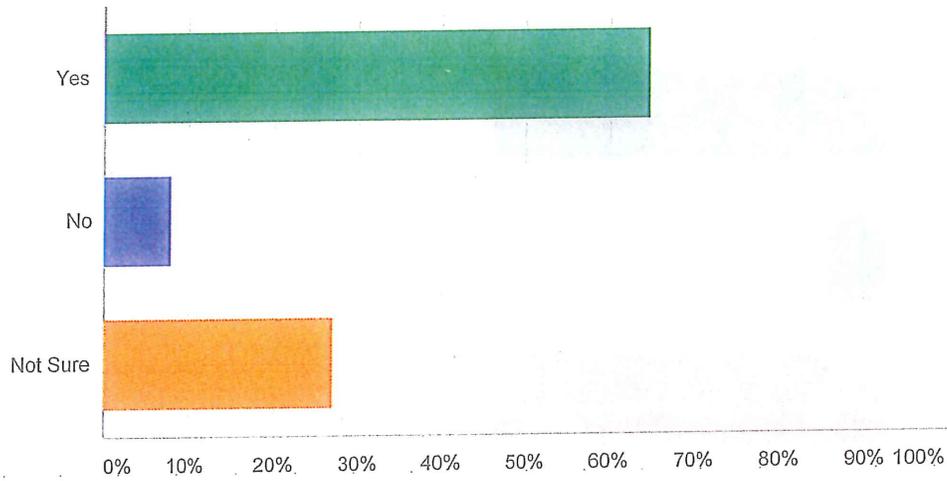
Answered: 181 Skipped: 1



ANSWER CHOICES	RESPONSES	
Strongly Agree	20.99%	38
Somewhat Agree	55.80%	101
Somewhat Disagree	13.26%	24
Strongly Disagree	5.52%	10
No Opinion	4.42%	8
TOTAL		181

Q3 Do you feel that Dundee, overall, is moving in the right direction?

Answered: 182 Skipped: 0



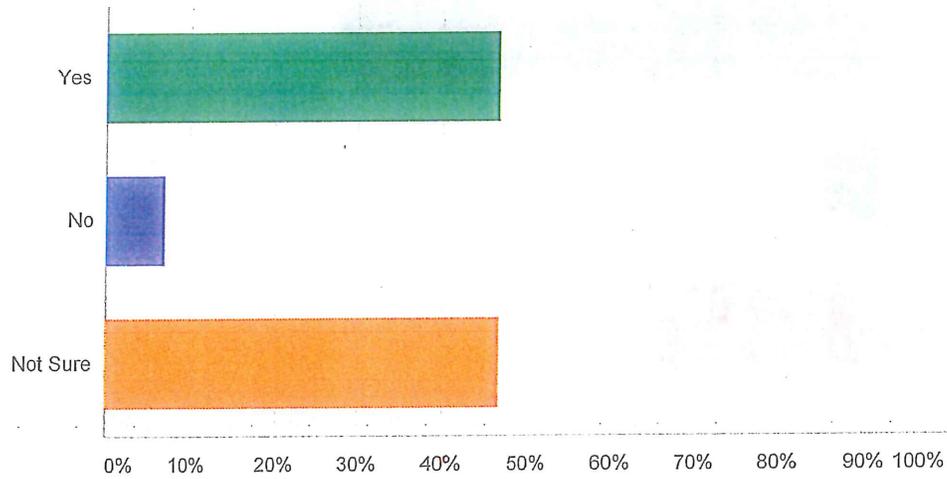
ANSWER CHOICES

RESPONSES

Yes	64.84%	118
No	8.24%	15
Not Sure	26.92%	49
TOTAL		182

Q4 In your opinion, does Dundee City government help Dundee move in the right direction?

Answered: 182 Skipped: 0



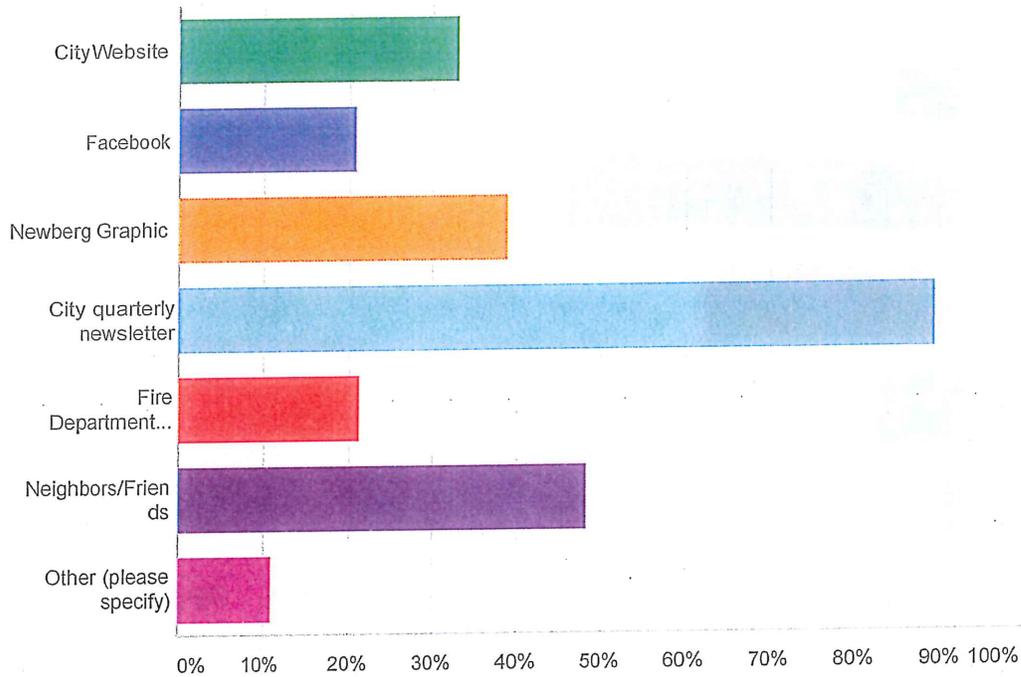
ANSWER CHOICES

RESPONSES

Yes	46.15%	84
No	7.14%	13
Not Sure	46.70%	85
TOTAL		182

Q5 What sources do you rely on for receiving information on city news, programs and events? (Please mark all that are applicable.)

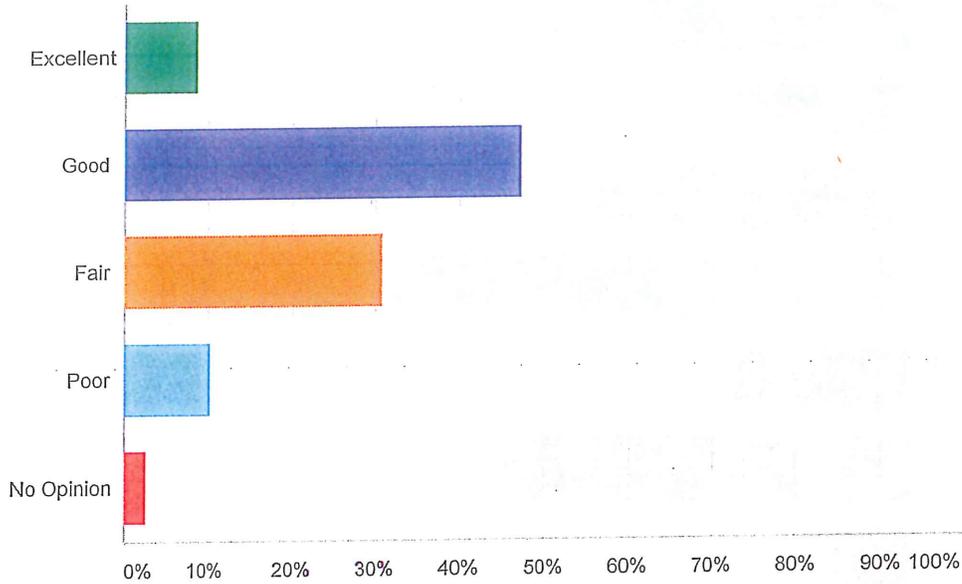
Answered: 182 Skipped: 0



ANSWER CHOICES	RESPONSES	Count
City Website	32.97%	60
Facebook	20.88%	38
Newberg Graphic	39.01%	71
City quarterly newsletter	89.56%	163
Fire Department electronic message board	21.43%	39
Neighbors/Friends	48.35%	88
Other (please specify)	10.99%	20
Total Respondents: 182		

Q6 Overall, how would you rate the City government at keeping you informed on city matters affecting you and your community?

Answered: 182 Skipped: 0



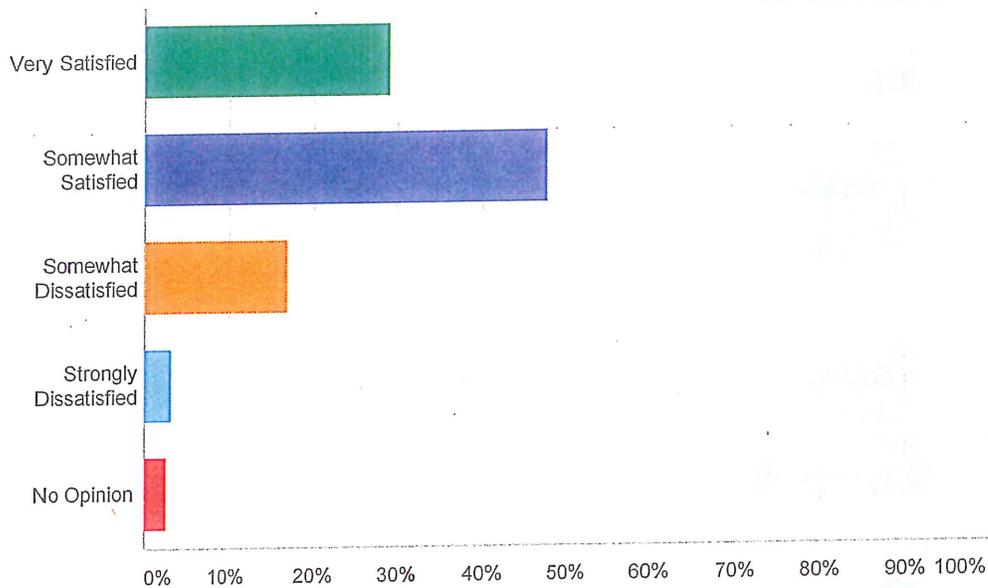
ANSWER CHOICES

RESPONSES

ANSWER CHOICES	RESPONSES	
Excellent	8.79%	16
Good	47.25%	86
Fair	30.77%	56
Poor	10.44%	19
No Opinion	2.75%	5
TOTAL		182

Q7 The City of Dundee provides the following services: Fire Suppression and Rescue – Dundee Fire Department Police Protection via contract with City of Newberg Street maintenance, excluding Highway 99W (State of Oregon jurisdiction) Land use planning and building inspections via contract with City of Newberg Water, wastewater and storm water utilities Code enforcement of nuisance complaints To what extent are you satisfied with the services provided by the City of Dundee, in general?

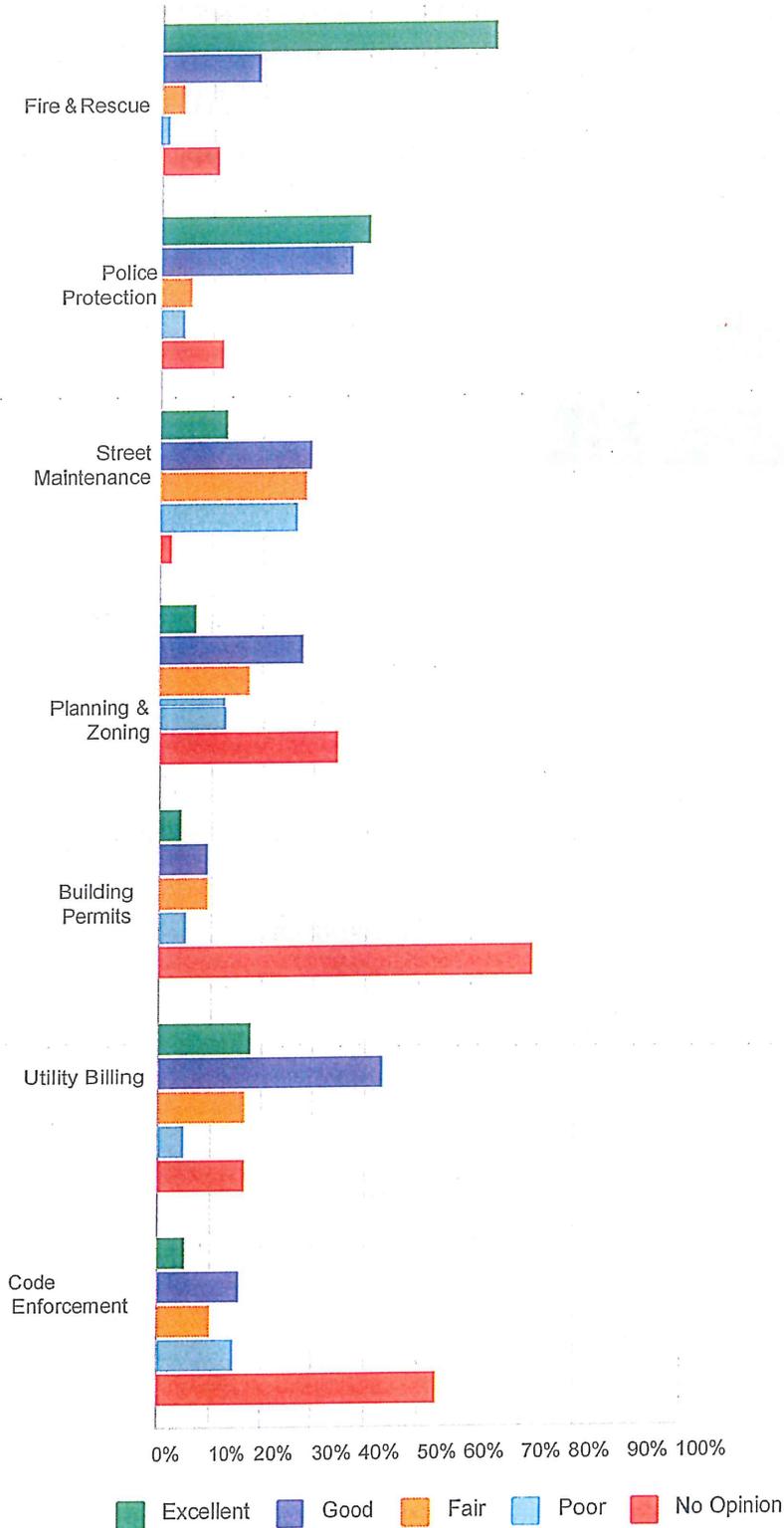
Answered: 182 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very Satisfied	29.12%	53
Somewhat Satisfied	47.80%	87
Somewhat Dissatisfied	17.03%	31
Strongly Dissatisfied	3.30%	6
No Opinion	2.75%	5
TOTAL		182

Q8 Thinking back over the last 12 months, please rate your impression of the following City services:

Answered: 182 Skipped: 0

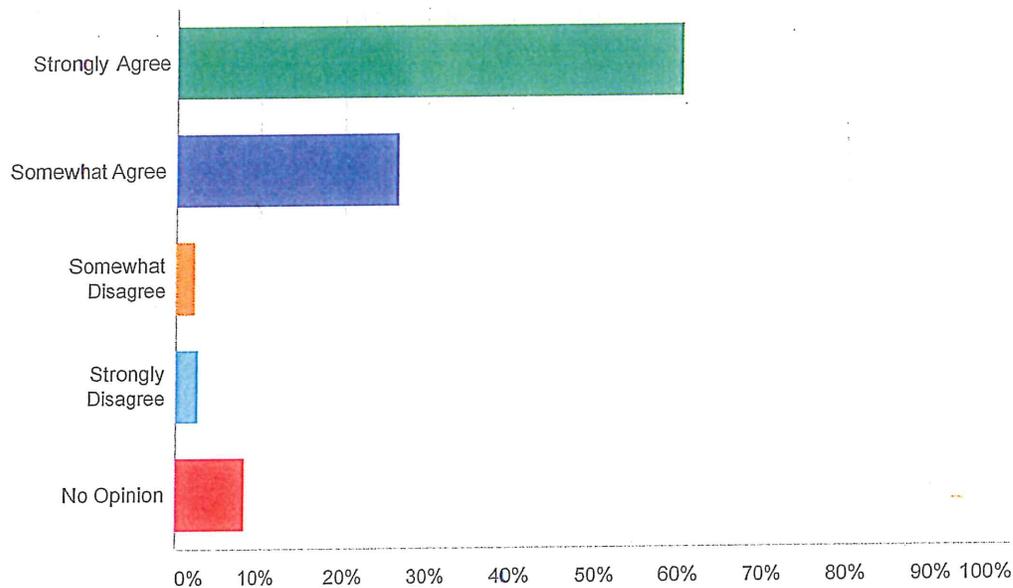


Dundee Community Survey

	EXCELLENT	GOOD	FAIR	POOR	NO OPINION	TOTAL
Fire & Rescue	64.33% 110	19.30% 33	4.09% 7	1.17% 2	11.11% 19	171
Police Protection	40.46% 70	36.99% 64	5.78% 10	4.62% 8	12.14% 21	173
Street Maintenance	13.07% 23	29.55% 52	28.41% 50	26.70% 47	2.27% 4	176
Planning & Zoning	7.02% 12	28.07% 48	17.54% 30	12.87% 22	34.50% 59	171
Building Permits	4.09% 7	9.36% 16	9.36% 16	5.26% 9	71.93% 123	171
Utility Billing	17.98% 32	43.26% 77	16.85% 30	5.06% 9	16.85% 30	178
Code Enforcement	5.14% 9	16.00% 28	10.29% 18	14.86% 26	53.71% 94	175

Q9 The City of Dundee owns and maintains the Harvey Creek Trail property and Viewmont Greenway Park. Chehelam Park and Recreation District (CPRD) owns and maintains Billick Park*, Falconcrest Park and Fortune Park. The City contracts with CPRD to maintain landscaping at various City facilities. To what extent do you agree that parks and recreation trails enhance the livability of Dundee? *Billick Park tennis courts, playground, shelter and ballfields are located on property leased from the Newberg School District.

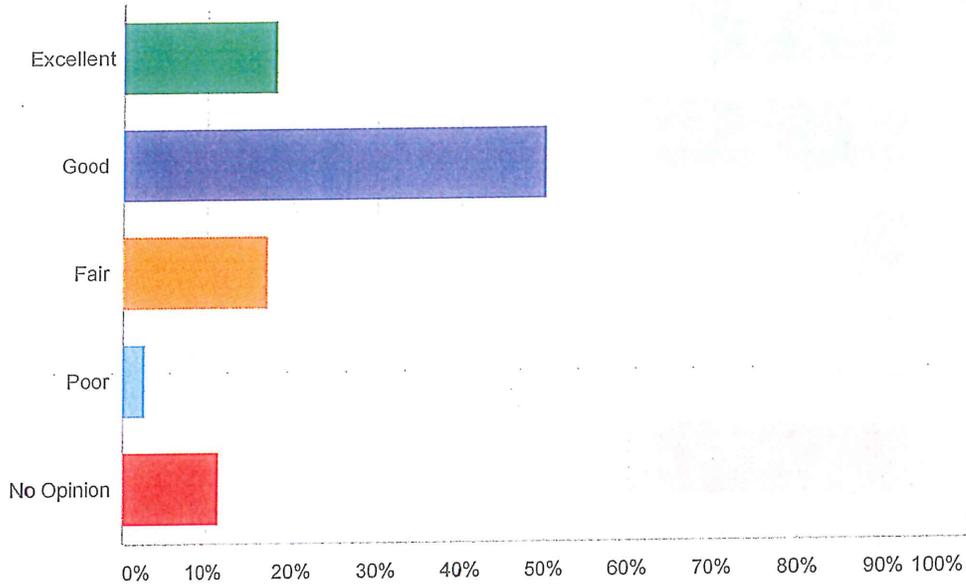
Answered: 181 Skipped: 1



ANSWER CHOICES	RESPONSES	
Strongly Agree	60.22%	109
Somewhat Agree	26.52%	48
Somewhat Disagree	2.21%	4
Strongly Disagree	2.76%	5
No Opinion	8.29%	15
TOTAL		181

Q10 Overall, how would you rate park and trail amenities in Dundee and their condition?

Answered: 181 Skipped: 1



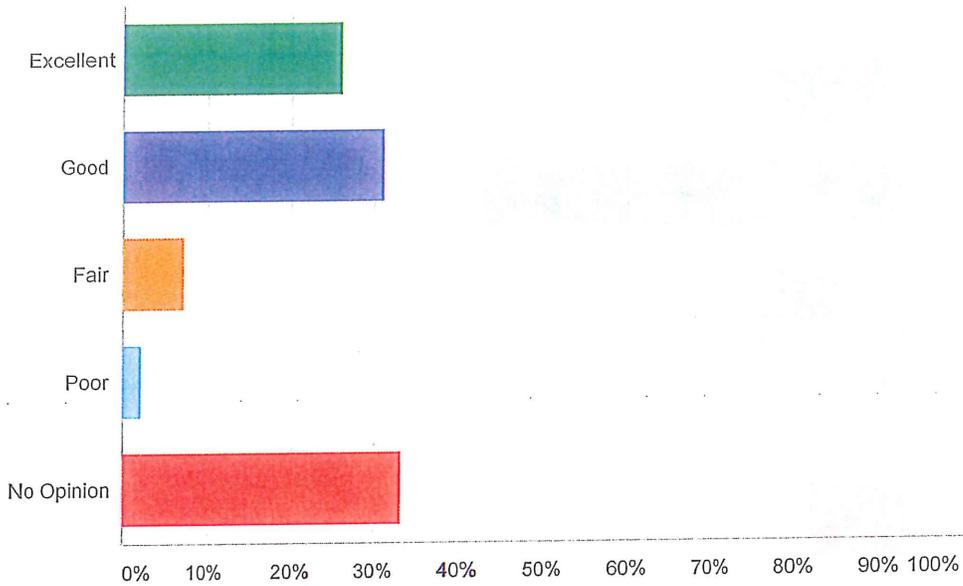
ANSWER CHOICES

RESPONSES

ANSWER CHOICES	RESPONSES	Count
Excellent	18.23%	33
Good	50.28%	91
Fair	17.13%	31
Poor	2.76%	5
No Opinion	11.60%	21
TOTAL		181

Q11 Thinking back over the last 12 months, how would you rate the quality of your interactions with City staff, in general?

Answered: 180 Skipped: 2

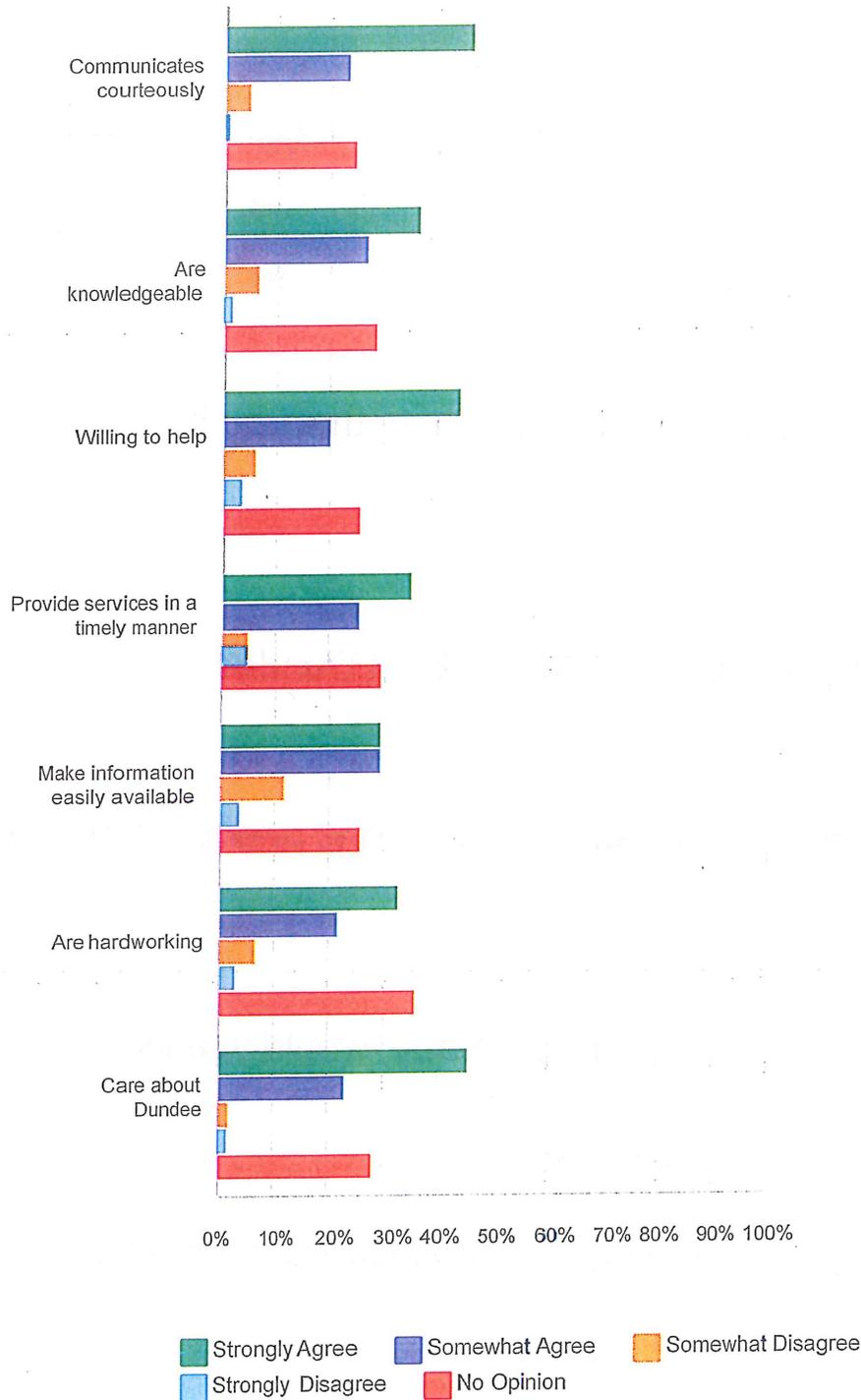


ANSWER CHOICES	RESPONSES	
Excellent	26.11%	47
Good	31.11%	56
Fair	7.22%	13
Poor	2.22%	4
No Opinion	33.33%	60

TOTAL

Q12 Please rate the extent to which you agree with the following statements about City staff members, in general.

Answered: 177 Skipped: 5



Dundee Community Survey

	STRONGLY AGREE	SOMEWHAT AGREE	SOMEWHAT DISAGREE	STRONGLY DISAGREE		NO OPINION	TOTAL
Communicates courteously	46.47% 79	23.53% 40	4.71% 8	0.59%	1	24.71% 42	170
Are knowledgeable	36.53% 61	26.95% 45	6.59% 11	1.20%	2	28.74% 48	167
Willing to help	44.31% 74	20.36% 34	5.99% 10	3.59%	6	25.75% 43	167
Provide services in a timely manner	35.33% 59	25.75% 43	4.79% 8	4.79%	8	29.34% 49	167
Make information easily available	29.34% 49	29.34% 49	11.98% 20	3.59%	6	25.75% 43	167
Are hardworking	32.73% 54	21.82% 36	6.67% 11	3.03%	5	35.76% 59	165
Care about Dundee	45.40% 74	23.31% 38	1.84% 3	1.23%	2	28.22% 46	163

Q13 Considering everything, what is the one thing that you like most about Dundee?

Answered: 171 Skipped: 11

Q14 What is the one thing that you like least about Dundee?

Answered: 173 Skipped: 9

Q15 What should the City government's number one priority be over the next five years?

Answered: 168 Skipped: 14

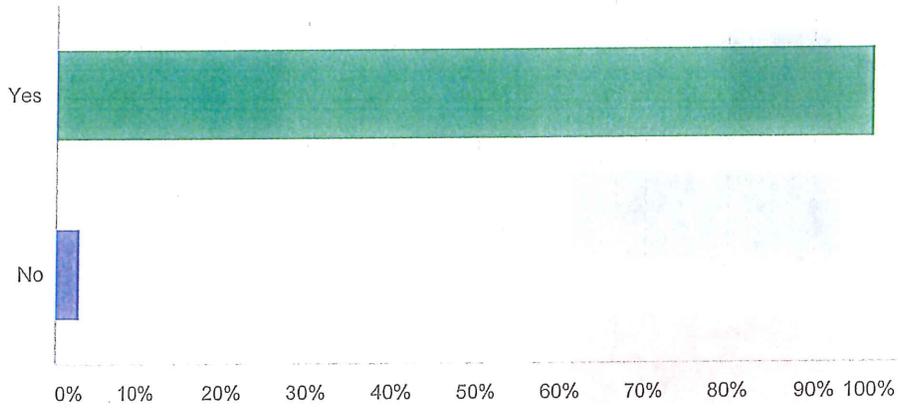
Q16 What other comments or suggestions, if any, would you like to share with the City Council?

Answered: 112 Skipped: 70

Please see full analysis for comments on Questions 13-16.

Q17 Are you a resident of Dundee?

Answered: 176 Skipped: 6



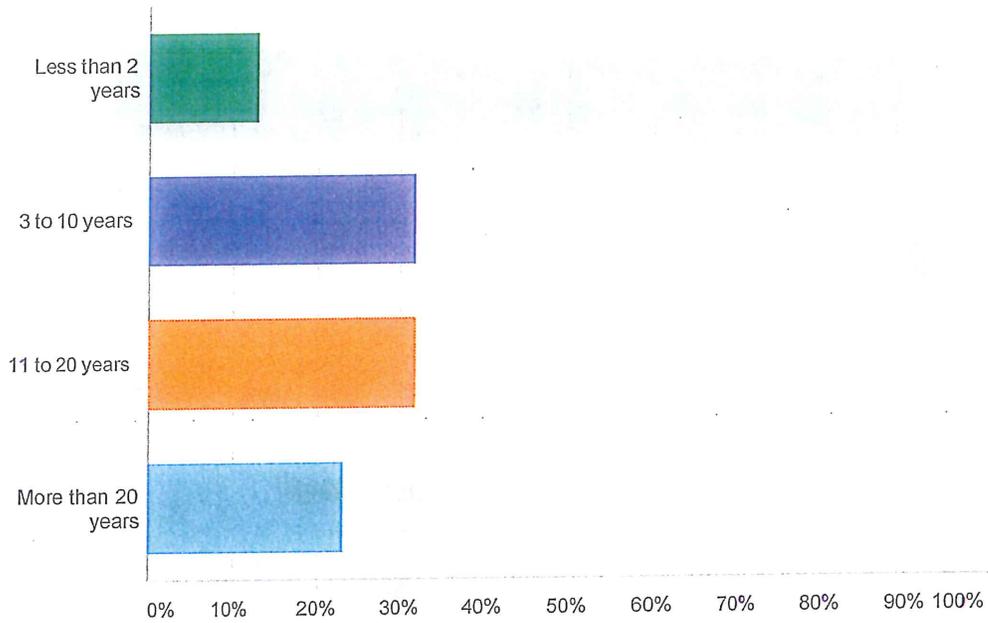
ANSWER CHOICES

RESPONSES

Yes	97.16%	171
No	2.84%	5
TOTAL		176

Q18 If you are a resident, how long have you lived in Dundee?

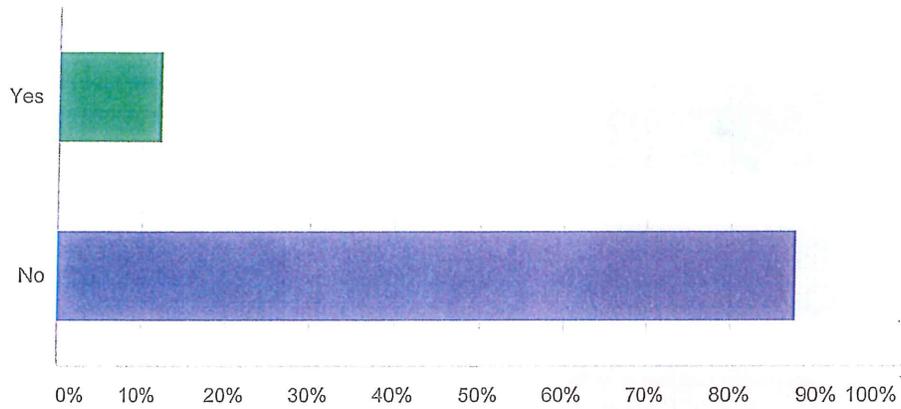
Answered: 176 Skipped: 6



ANSWER CHOICES	RESPONSES	
Less than 2 years	13.07%	23
3 to 10 years	31.82%	56
11 to 20 years	31.82%	56
More than 20 years	23.30%	41
TOTAL		176

Q19 Are you a business owner in Dundee

Answered: 179 Skipped: 3



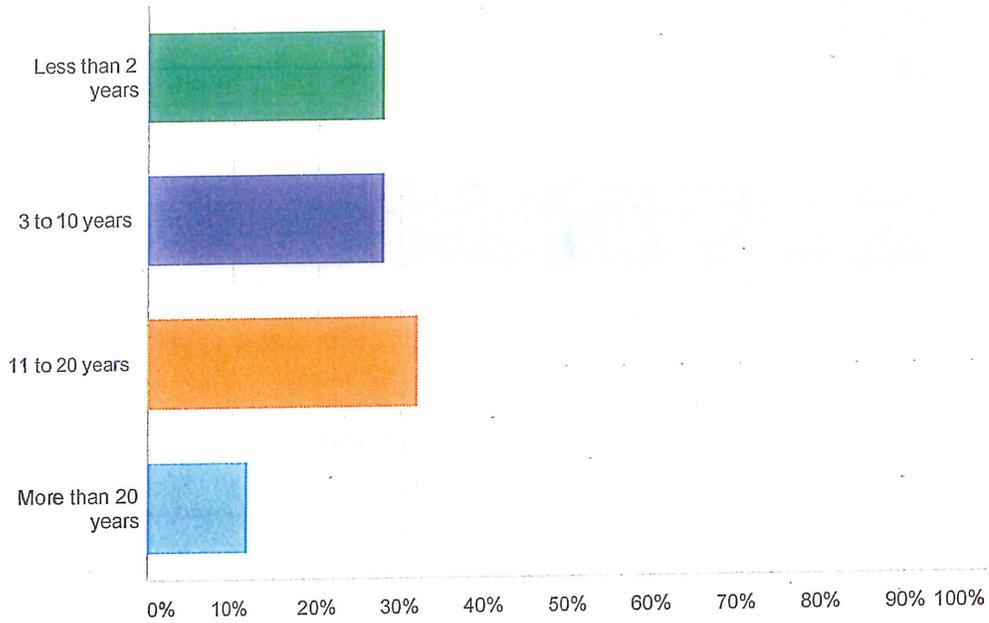
ANSWER CHOICES

RESPONSES

Yes	12.29%	22
No	87.71%	157
TOTAL		179

Q20 If you are a business owner, how long have you operated in Dundee?

Answered: 25 Skipped: 157



ANSWER CHOICES

RESPONSES

Less than 2 years	28.00%	7
3 to 10 years	28.00%	7
11 to 20 years	32.00%	8
More than 20 years	12.00%	3
TOTAL		25



The following additional pages were addendum items from the November 5, 2019 City Council Meeting.



November 5, 2019

Chair Robert Van Brocklin and Commissioners
Oregon Transportation Commission
355 Capitol Street NE, MS #11
Salem, OR 97301-3871

Chair Van Brocklin and Commissioners:

The Dundee City Council wishes to express our strong support for the Newberg-Dundee Bypass and urge you to explore ways to accelerate completion of this vital project. We have seen the Bypass go from an idea for a solution that percolated in the community decades ago, to a reality today. With 4 of the 11 miles built, we have gotten much closer to that solution, but we must keep the project moving forward to realize all the benefits it can bring.

This roadway provides the critical link between the Portland Metro area and our community, allowing Dundee to bring award winning wines to market and facilitating the expansion of tourism for the region. The Bypass also provided significant relief to the traffic congestion on Highway 99W in Dundee and greatly improved the safety and livability of the community.

Although the first phase of the Bypass has brought improvements it has also resulted in new congestion points and unintended consequences that are bad now and will only worsen as growth in the region puts more demand on this corridor. In the case of Dundee, the traffic light installed for the temporary Bypass connection to Highway 99W often results in southbound vehicles cued up across the Niederberger/Parks Drive intersection to Highway 99W in Dundee. This local collector street intersection serves as the main access to commercial and industrial uses, including quarry trucks with tandem trailers and large trucks servicing the nearby wineries. Left turn movements by these large trucks from the local collector street to the highway can be challenging even if the stopped vehicles in cue allow space for crossing. Also, the cue of stopped vehicles will often exceed a quarter mile in length during peak hour traffic, initiating a chain reaction of stalled traffic on the highway. Additionally, ODOT traffic modeling demonstrated that the gains made in alleviating traffic congestion in Dundee with the completion of the first phase will dissipate and return to pre-Bypass levels within the twenty-year planning period.

Page 2 of 2
Oregon Transportation Commission
November 5, 2019

These issues will only be resolved by completing the entire regional Bypass from Rex Hill to Dayton, which will only grow more expensive with time. We understand the Bypass is within striking distance of being eligible for major federal funding, and that as little as \$32 million could get the project shovel-ready for construction. We do not want to miss this federal funding opportunity to leverage the sizeable investments made by the State and local communities and obtain the funds necessary to finish the project. The Legislature and Governor have entrusted you with leading the way forward for the most critical projects in this state. The Newberg-Dundee Bypass is absolutely vital to communities stretching from the Portland Metro area all the way to the Central Oregon Coast. We encourage you to make this project a priority and work with our region to identify the funding needed to make this full Bypass solution a reality. We appreciate your leadership, and this opportunity to register our support.

Sincerely,

David Russ
Mayor

Tim Weaver
Council President

Storr Nelson
Councilor

Ted Crawford
Councilor

Jeannette Adlong
Councilor

Patrick Kelly
Councilor

Kristen Svicarovich
Councilor

Key:
Blue circle - existing pole
Blue line - existing underground service
Green line - existing service
Red line - proposed service

*zoom into specific areas to better see each crossing

