City Council

Mayor
Brian Dalton

Council President
Jim Fairchild

Councilor
Kelly Gabliks

Councilor
Micky Garus

Councilor
Bill Hahn

Councilor
Jackie Lawson

Councilor
Kevin Marshall

Councilor
Murray Stewart

Councilor
Ken Woods, Jr.

Councilor
LaVonne Wilson

City Staff

City Manager
Ron Foggin

City Attorney
Lane Shetterly

Community Development/ Operations Director
Jason Locke

Finance Director
Cecilia Ward

Fire Chief
Fred Hertel

Police Chief
Tom Simpson

Director of Engineering & Environmental Services
Fred Braun

City Recorder
Emily Gagner

Recording Secretary
Jeremy Teal

Dallas City Council Agenda

Mayor Brian Dalton, Presiding

TUESDAY, January 20, 2015
7:00 pm
Dallas City Hall
187 SE Court St.
Dallas, OR 97338

Please note a supplemental budget will be considered at this meeting.

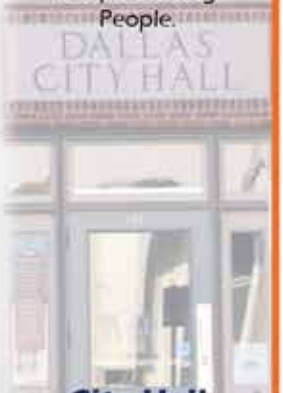
All persons addressing the Council will please use the table at the front of the Council. All testimony is electronically recorded. If you wish to speak on any agenda item, please sign in on the provided card.

	AGENDA ITEM		RECOMMENDED ACTION
1.	ROLL CALL		
2.	PLEDGE OF ALLEGIANCE		
3.	EMPLOYEE RECOGNITION / INTRODUCTION		
4.	COMMENTS FROM AUDIENCE *This time is provided for citizens to comment on municipal issues and any agenda items other than public hearings. The Mayor may place time restrictions on comments. Please supply 14 copies of the material brought to the meeting for distribution.*		
5.	PUBLIC HEARINGS *Public comment will be allowed on items appearing on this portion of the agenda following a brief staff report presenting the item and action requested. The Mayor may limit testimony.* *Public hearing on a proposed supplemental budget for FY 2014-2015.*	PG. 3	
6.	CONSENT AGENDA *The following items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered separately.*		
	a. Approve minutes of January 5, 2015 City Council meeting	PG. 5	
	b. Appoint Certifying Officer for the Senior Center CDBG project	PG. 8	
7.	ITEMS REMOVED FROM CONSENT AGENDA		
8.	REPORTS OR COMMENTS FROM MAYOR AND COUNCIL MEMBERS		
	a. General Comments from the Councilors and Mayor		
9.	REPORTS FROM CITY MANAGER AND STAFF		
	a. Audit report	PG. 9	Information
	b. Council retreat		Discussion

Our Vision
Our vision is to foster an environment in which Dallas residents can take advantage of a vital, growing, and diversified community that provides a high quality of life.

Our Mission
The mission of the City of Dallas is to maintain a safe, livable environment by providing open government with effective, efficient, and accountable service delivery.

Our Motto
Commitment to the Community. People Serving People.



City Hall
Dallas City Hall 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 before the meeting to the City Manager's Office, 503-831-3502 or TDD 503-623-7355.

	c. December financial report PG. 14	Information
	d. Council goal update	Information
	e. Other	Information
10.	RESOLUTIONS PG. 40	
	a. Resolution No. 3313: A Resolution adopting and appropriating a supplemental budget for fiscal year 2014-2015.	Roll Call Vote
	b. Resolution No. 3314: A Resolution authorizing the transfer of budgetary funds. PG. 44	
11.	FIRST READING OF ORDINANCE	
12.	SECOND READING OF ORDINANCE	
	a. Ordinance No. 1773: An Ordinance adopting amendments to the Dallas Transportation System Plan. PG. 48	Roll Call Vote
13.	OTHER BUSINESS	
14.	ADJOURNMENT	

Following the Council meeting, there will be a meeting of the Urban Renewal District Board of Directors.

DALLAS CITY COUNCIL
REPORT

TO: MAYOR BRIAN DALTON AND CITY COUNCIL

City of Dallas	**Agenda Item No.** **5**	**Topic:** Public Hearing
Prepared By: Cecilia Ward	**Meeting Date:** January 20, 2015	**Attachments:** Yes ■ No ☐
Approved By: Ron Foggin		

RECOMMENDED MOTION:

Public Hearing on proposed supplemental budget for FY 2014-2015

BACKGROUND:

Oregon Budget Law allows for unanticipated changes to the budget throughout the fiscal year. A supplemental budget, under ORS 294.471 and 294.473, is required when new appropriation authority is needed. If the supplemental budget changes expenditures in any fund by more than 10 percent, the governing body must hold a public hearing and notice of the hearing must include a summary of the changes proposed in the funds that are changing by more than 10 percent.

FISCAL IMPACT:

ATTACHMENTS:

copy of published notice

NOTICE OF SUPPLEMENTAL BUDGET HEARING

A public hearing on a proposed supplemental budget for City of Dallas (District name), for the current fiscal year, will be held at City Hall, 187 SE Court St, Dallas, OR (Location).

The hearing will take place on January 20, 2015 (Date) at 7:00 ☐ a.m. ☒ p.m. (Time). The purpose of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget document may be inspected or obtained on or after January 16, 2015 (Date) at Dallas City Hall, 187 SE Court St, Dallas, OR (Location), between the hours of 8:00 ☒ a.m. ☐ p.m. and 5:00 ☐ a.m. ☒ p.m.

SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: Trust Fund

Resource	Amount	Expenditure	Amount
1. Fire Volunteer Appreciation Trust	$90,000	1. Materials and Services	$95,000
2. Mid-Valley Reserve Training Trust	$5,000	2.	
Revised Total Fund Resources	$216,873	**Revised Total Fund Requirements**	$216,873

Comments:

The City received two trusts.

FUND: Capital Projects

Resource	Amount	Expenditure	Amount
1. Transfer from General Fund	$218,000	1. Building Improvements	$218,000
Revised Total Fund Resources	$218,000	**Revised Total Fund Requirements**	$218,000

Comments:

Senior/Community Center System Development Charges

These minutes are supplemented by electronic recordings of the meeting, which may be reviewed upon request to the City Recorder. Audio files from City Council meetings from January 5, 2015, forward can be found online at http://www.dallasor.gov/archive under the corresponding agenda date. Staff reports, resolutions, ordinances, and other documents related to this meeting are also available at that site in the "Council Agendas" archive.

DALLAS CITY COUNCIL	**Monday, January 5, 2015**

The Dallas City Council met in regular session on Monday, January 5, 2015, at 7:00 p.m. in the Council Chambers of City Hall with Mayor Brian Dalton presiding.

Council:

Council President Jim Fairchild, Councilor Kelly Gabliks, Councilor Micky Garus, Councilor Bill Hahn, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Murray Stewart, Councilor LaVonne Wilson, and Councilor Ken Woods, Jr.

Staff:

City Manager Ron Foggin, City Attorney Lane Shetterly, Police Chief Tom Simpson, Fire Chief Fred Hertel, Community Development/Operation Director Jason Locke, Director of Engineering and Environmental Services Fred Braun, HR Manager Emily Gagner, and Recording Secretary Jeremy Teal.

Pledge of Allegiance:

Mayor Dalton led the Pledge of Allegiance.

AGENDA	ACTION
:30 **SWEARING IN OF MAYOR AND RE-ELECTED AND NEWLY ELECTED COUNCILORS**	Mayor Dalton indicated he had been sworn in prior to the meeting. Ms. Gagner swore in re-elected Councilors Fairchild and Lawson and newly elected Councilors Garus and Hahn.
EMPLOYEE INTRODUCTION/RECOGNITION	There were none.
2:53 **REPORTS OR COMMENTS FROM THE MAYOR AND COUNCIL MEMBERS** ELECTION OF COUNCIL PRESIDENT	Councilor Lawson nominated LaVonne Wilson for Council President. Councilor Stewart nominated Jim Fairchild for Council President. The Councilors cast their ballots and Ms. Gagner read the votes aloud. Councilor Fairchild, Councilor Wilson, Councilor Stewart, Councilor Marshall, and Councilor Woods voted for Councilor Fairchild. Councilor Gabliks, Councilor Lawson, Councilor Hahn, and Councilor Garus voted for Councilor Wilson. Mayor Dalton declared Councilor Fairchild the new Council President with a vote of 5 to 4.

DRAFT

MAYOR'S APPOINTMENTS TO COUNCIL STANDING COMMITTEES	Mayor Dalton announced the Chairs of each standing committee as follows: Administration: Kelly Gabliks Building & Grounds: Kevin Marshall Public Works: Murray Stewart Public Safety: Ken Woods, Jr. It was moved by Councilor Woods *that all subcommittee meetings start at 4:00 p.m.* The motion was duly seconded and carried with a vote of 7-2 with Councilor Gabliks and Councilor Garus voting no.
GENERAL COMMENTS	Mayor Dalton stated that Polk County would hold Public Safety Levy meetings in January.
COMMENTS FROM THE AUDIENCE	There were none
PUBLIC HEARINGS	There were none.
12:03 CONSENT AGENDA Item approved by the Consent Agenda: December 1, 2014, City Council meeting minutes; b) December 15, 2014, City Council meeting minutes.	It was moved by Councilor Gabliks *to approve the Consent Agenda as submitted*. The motion was duly seconded and carried with a vote of 9-0.
ITEMS REMOVED FROM THE CONSENT AGENDA	There were none.
REPORTS FROM CITY MANAGER AND STAFF	
12:44 OTHER	Mr. Foggin announced the City had won the GFOA Award for the budget. Mr. Foggin stated the Council Goals were progressing. He indicated that a map showing the condition and cost to replace each street would be placed on the website, and the Citizen Academy application would be available online soon.
16:10 RESOLUTIONS **Resolution No. 3312 –** A Resolution Amending the Dallas-Independence-Monmouth Enterprise Zone Boundary and Amending the Local Enterprise Zone Incentives.	A roll call vote was taken and Mayor Dalton declared Resolution No. 3312 to have PASSED BY A VOTE OF 9-0 with Council President Jim Fairchild, Councilor Kelly Gabliks, Councilor Garus, Councilor Bill Hahn, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Murray Stewart, Councilor LaVonne Wilson, and Councilor Ken Woods, Jr. voting YES.
18:44 FIRST READING OF ORDINANCE **Ordinance No. 1773 –** A Ordinance adopting amendments to the Dallas Transportation System Plan.	Mayor Dalton declared Ordinance 1773 to have passed its first reading.

DRAFT

SECOND READING OF ORDINANCE	There was none.
EXECUTIVE SESSION	
OTHER BUSINESS	

ADJOURNMENT	There being no further business, the meeting adjourned at 7:21 p.m.

Read and approved this _____ day of _____ 2015.

_____

ATTEST: Mayor

_____
City Manager

DRAFT

DALLAS CITY COUNCIL
REPORT

TO: MAYOR BRIAN DALTON AND CITY COUNCIL

City of Dallas	**Agenda Item No.** **6 b**	**Topic:** Appoint CDBG Certifying Officer
Prepared By: Emily Gagner	**Meeting Date:** January 20, 2015	**Attachments:** Yes☐ No ■
Approved By: Ron Foggin		

RECOMMENDED MOTION:

With approval of the Consent Agenda, the Council would designate Jason Locke, Community Development and Operations Director, as the Certifying Officer for the 2014 CDBG Senior Center Project, Number C14012.

BACKGROUND:

An entity receiving CDBG funding must designate a *Certifying Officer*. The Certifying Officer is required to review and attest to recipients' compliance with certain environmental review procedures.

The City Council must officially designate a person such as the city manager, community development director, or the city finance director as the certifying officer. Jason Locke has served in this capacity for previous CDBG housing rehabilitation grants and is the logical choice for this new grant as well.

FISCAL IMPACT:

None

ATTACHMENTS:

None

DALLAS CITY COUNCIL
REPORT

TO: DALLAS CITY COUNCIL

City of Dallas	**Agenda Item No.** **9 a**	**Topic:** Audit Report FY Ending June 30, 2014
Prepared By: Cecilia Ward	**Meeting Date:** January 20, 2015	**Attachments:** Yes ☐ No ☒
Approved By: Ron Foggin		

RECOMMENDED MOTION:

Information Only

BACKGROUND:

Every year the auditor presents the prior year's financial statements to the council for your review and to assist you in fulfilling your responsibilities for oversight of the City's financial reporting. The financial statements for fiscal year ending June 30, 2014, is being presented by Kamala Austin with Merina and Company, LLP.

For your review, the Comprehensive Annual Financial Report was provided to you prior to this meeting.

FISCAL IMPACT:

None

ATTACHMENTS:

Auditor’s Communication With Those Charged With Governance

MERINA
& COMPANY, LLP
Certified Public Accountants and Consultants

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

PARTNERS
KAMALA K. AUSTIN, CPA • TONYA M. MOFFITT, CPA

December 30, 2014

To the Honorable Mayor and City Council
City of Dallas, Oregon

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Dallas, Oregon (the City) for the year ended June 30, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 17, 2014. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. As described in Note 12 to the financial statements, the City implemented one new accounting pronouncement issued by the Governmental Accounting Standards Board (GASB).

- GASB Statement No. 65 *Items Previously Reported as Assets and Liabilities*

We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. There was a restatement of beginning net position that was included in the financial statements:

> Net Position – The City restated the beginning net position for the Sewer Fund based on the implementation of GASB Statement No. 65 which states that bond issue costs, excluding prepaid insurance costs, are current period costs.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City's financial statements were:

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Management's estimate of the accumulated depreciation is based on historical cost or estimated historical cost if purchased or constructed and donated capital assets are recorded at estimated fair market value at the date of donation.

Management's estimate of the compensated absences payable is based on current wages.

We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of Capital Assets in Note (3) to the financial statements summarizes the changes in capital assets for the year ended June 30, 2014.

The disclosure of Long-Term Debt Note (4) to the financial statements summarizes the changes in long-term debt for the year ended June 30, 2014 and future debt service requirements.

The disclosure of Restated Beginning Net Position Note (13) to the financial statements summarizes the changes in beginning net position for the year ended June 30, 2014.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We noted two misstatements with a total financial statement effect of $13,378. The first misstatement includes $239,343 for unbilled revenue that was not accrued at year end and prior year unbilled revenue of $(232,998) for a financial statement effect of $6,345. The second misstatement includes $123,895 for payroll expense that was not accrued a year end and prior year payroll expense of $(130,928) for a financial statement effect of $7,033. Management has determined that their total effect is immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the

financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 30, 2014.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit management's discussion and analysis and do not express an opinion or provide any assurance on this information.

We were engaged to report on the budgetary comparison schedules, which is also RSI that supplements the basic financial statements, as well as other supplementary information, which accompany the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section or statistical section, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Honorable Mayor and City Council and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

If you should have any questions or comments, we would be pleased to discuss this report with you at your convenience.

Very truly yours,

Merina & Company

Merina & Company, LLP
Certified Public Accountants and Consultants

DALLAS CITY COUNCIL
REPORT

TO: DALLAS CITY COUNCIL

City of Dallas	**Agenda Item No.** **9 c**	**Topic:** December 2014 Financial Report
Prepared By: Cecilia Ward	**Meeting Date:** January 20, 2015	**Attachments:** Yes ☐ No ☐
Approved By: Ron Foggin		

RECOMMENDED MOTION:

Information Only

BACKGROUND:

Provided is the monthly financial reports for the month of December 2014.

For December 2014:

- Percent collected/spent should be at 50%. This can vary up or down depending on seasonal or one-time revenues and expenditures.
- The following budgeted capital improvement payments were made in December:
  Capital Projects Fund - Building Improvements - front window at library $2,300; vault remodel $5,149
  SDC Fund - Park Projects - Academy Park play equipment $18,907
  Sewer Fund - Lacreole Interceptor CIPP - pipe; manhole liners - $4,275
  Water Fund - AMR Project - phase 1 draw payment - $352,875
  Fleet Management Fund - Vehicles - Police 2011 vehicle $14,105

FISCAL IMPACT:

None

ATTACHMENTS:

December 2014 Financial Report

Monthly Financials

for the Month of

December 2014

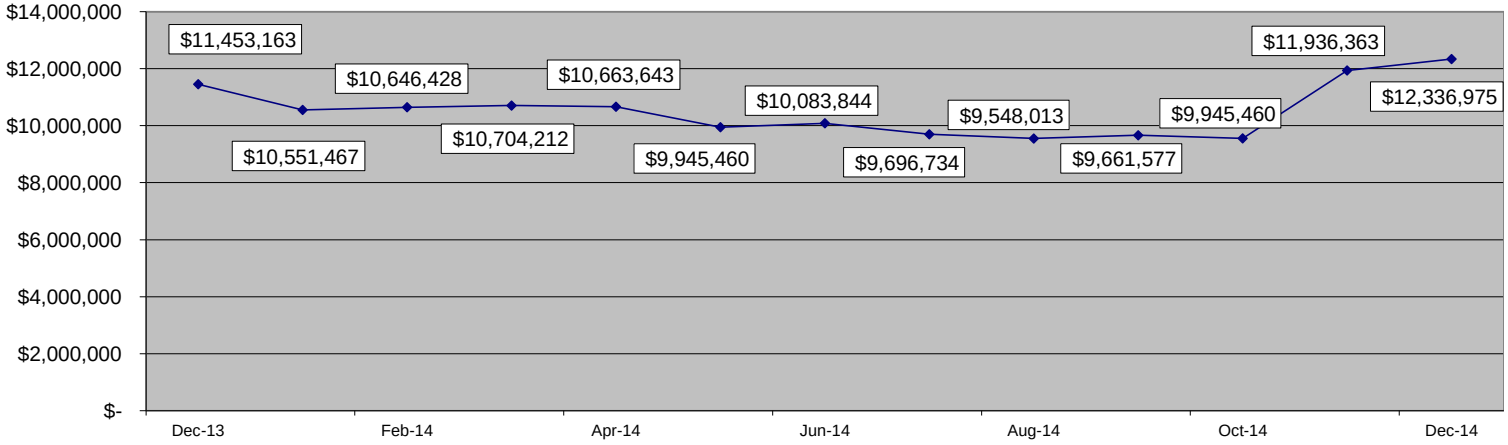
CITY OF DALLAS

Cash Report
For the Period Ending December 31, 2014

Cash on hand	$	645
Cash in Investments		12,086,734
Cash in Bank		249,596
Total Cash Balance as of 12/31/2014	$	12,336,975

Restricted/Committed	$	7,399,995
Unrestricted		4,936,980
	$	12,336,975

Cash Balance

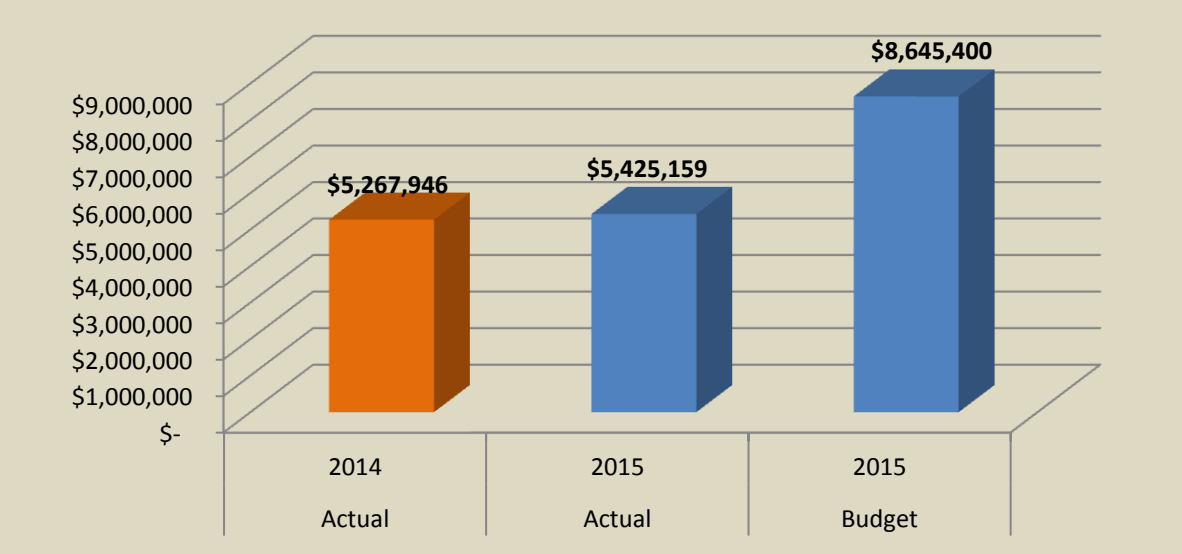


Investment Breakdown	Ending Bal	Interest YTD
LGIP	$ 10,908,185	$ 22,457
Wells Fargo Savings	1,178,549	$ 178
	$ 12,086,734	$ 22,635

City of Dallas
Monthly Financials
December 2014

General Fund Revenue

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Licenses, Permits and Fees	$ 611,796	$ 689,974	$ 1,419,500	$ 729,526	48.6%
Fines and Forfeitures	52,312	92,331	220,000	127,669	42.0%
Recreation Fees	221,978	231,899	485,000	253,101	47.8%
Library Fees	41,181	24,434	81,500	57,066	30.0%
Property Taxes	3,098,355	3,263,401	3,495,000	231,599	93.4%
Miscellaneous Taxes	110,319	97,196	231,000	133,804	42.1%
Franchise Fees	391,252	320,353	1,095,000	774,647	29.3%
Inter-governmental	46,814	55,464	192,000	136,536	28.9%
Miscellaneous Revenue	31,469	34,168	40,000	5,832	85.4%
Interest Earnings	4,928	5,329	15,000	9,671	35.5%
Transfers	657,542	610,608	1,371,400	760,792	44.5%
	$ 5,267,946	**$ 5,425,159**	**$ 8,645,400**	**$ 3,220,241**	**62.8%**

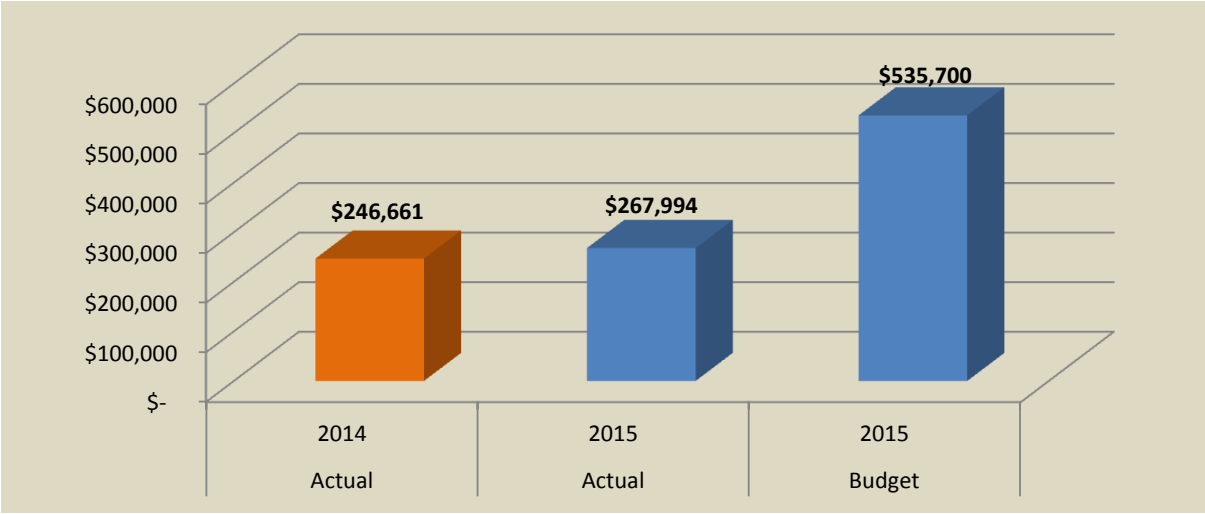


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Administration

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 184,501	$ 200,187	$ 391,000	$ 190,814	51.2%
Materials and Supplies	62,160	67,807	144,700	76,893	46.9%
	$ 246,661	**$ 267,994**	**$ 535,700**	**$ 267,706**	**50.0%**

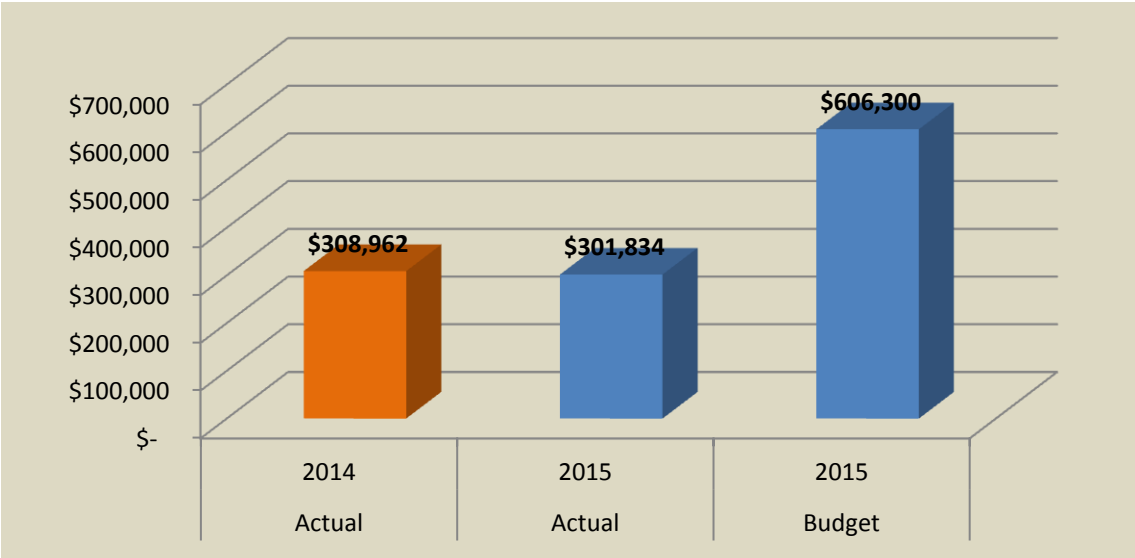


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Finance

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 175,197	$ 164,751	$ 384,000	$ 219,249	42.9%
Materials and Supplies	133,765	137,083	222,300	85,217	61.7%
	$ 308,962	**$ 301,834**	**$ 606,300**	**$ 304,466**	**49.8%**

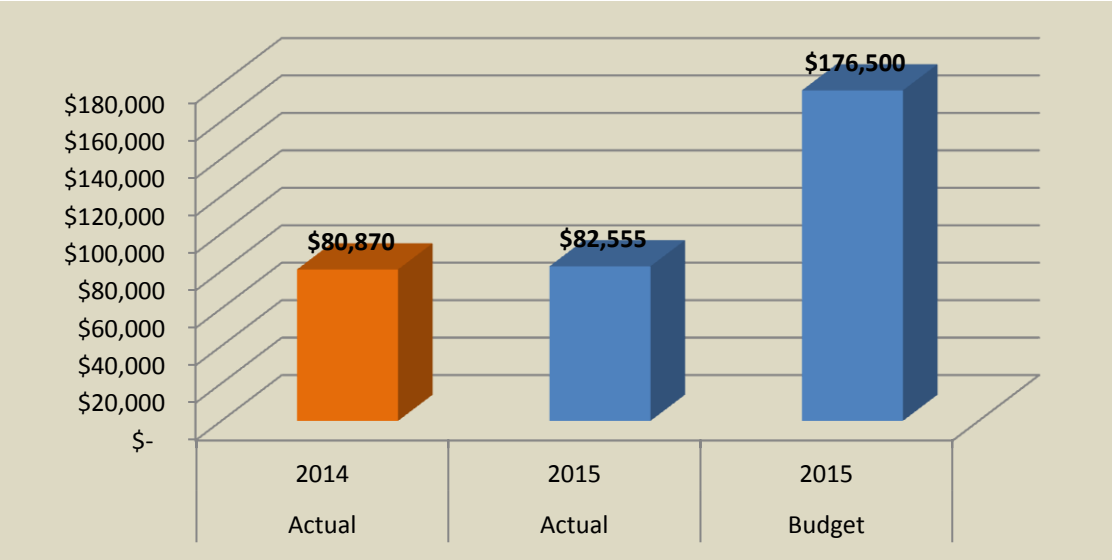


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Facilities

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 53,591	$ 51,121	$ 111,000	$ 59,879	46.1%
Materials and Supplies	27,279	31,434	65,500	34,066	48.0%
	$ 80,870	**$ 82,555**	**$ 176,500**	**$ 93,945**	**46.8%**

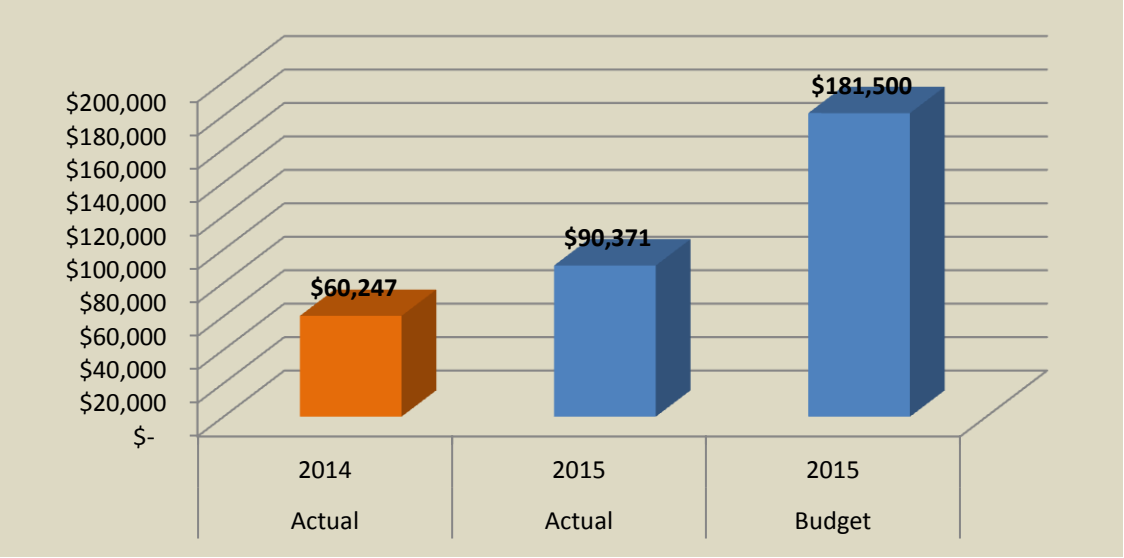


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Municipal Court

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 51,360	$ 53,397	$ 120,000	$ 66,603	44.5%
Materials and Supplies	8,887	36,974	61,500	24,526	60.1%
	$ 60,247	**$ 90,371**	**$ 181,500**	**$ 91,129**	**49.8%**

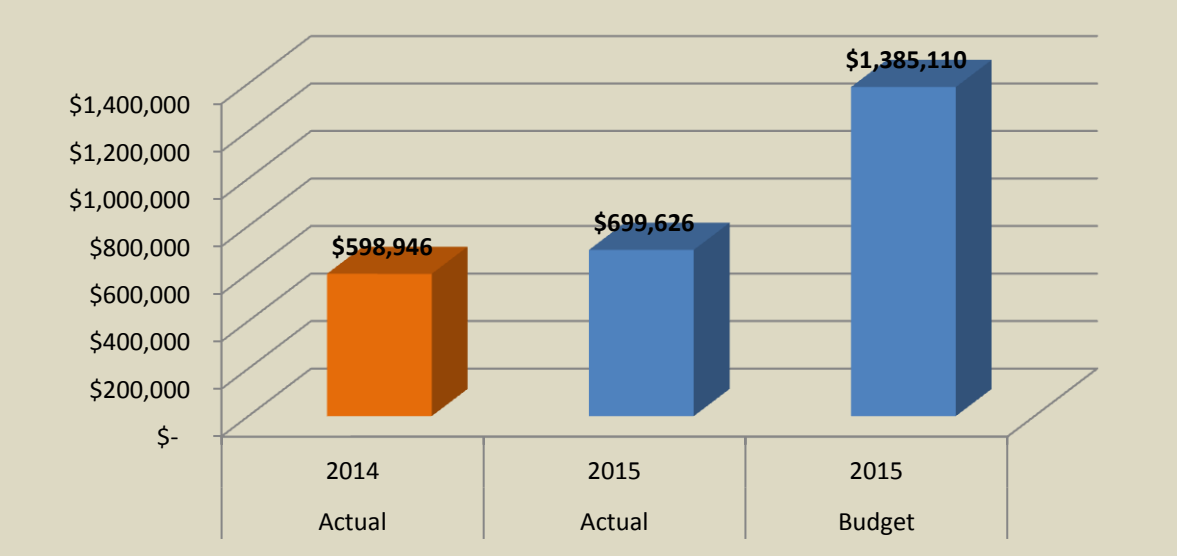


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Ambulance

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 439,078	$ 488,751	$ 997,000	$ 508,249	49.0%
Materials and Supplies	144,868	155,065	317,300	162,235	48.9%
Debt Service	-	40,810	40,810	-	100.0%
Transfers	15,000	15,000	30,000	15,000	50.0%
	$ 598,946	**$ 699,626**	**$ 1,385,110**	**$ 685,484**	**50.5%**

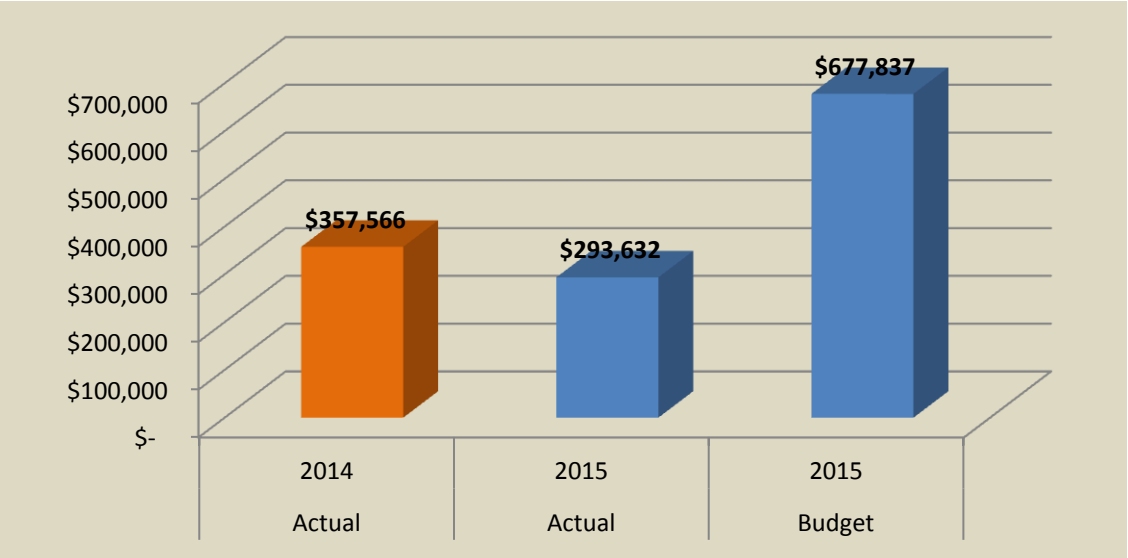


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Fire

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 216,772	$ 119,362	$ 265,000	$ 145,638	45.0%
Materials and Supplies	126,094	159,570	344,500	184,930	46.3%
Debt Service	-	-	38,937	38,937	0.0%
Transfers	14,700	14,700	29,400	14,700	50.0%
	$ 357,566	**$ 293,632**	**$ 677,837**	**$ 384,205**	**43.3%**

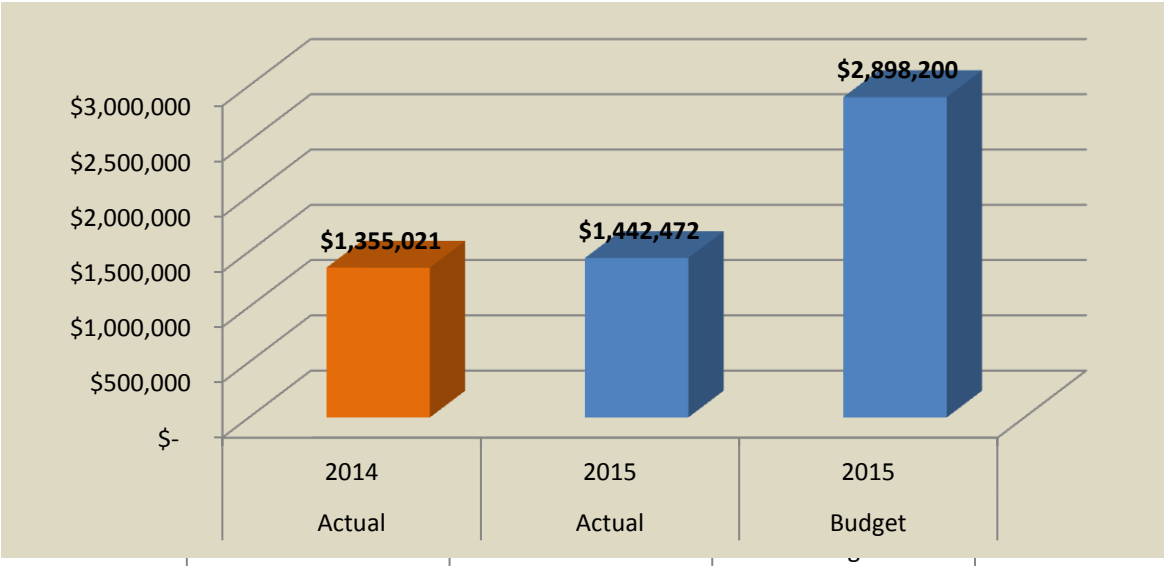


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Police

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 1,165,540	$ 1,202,342	$ 2,410,000	$ 1,207,658	49.9%
Materials and Supplies	175,981	219,630	447,200	227,570	49.1%
Transfers	13,500	20,500	41,000	20,500	50.0%
	$ 1,355,021	**$ 1,442,472**	**$ 2,898,200**	**$ 1,455,728**	**49.8%**

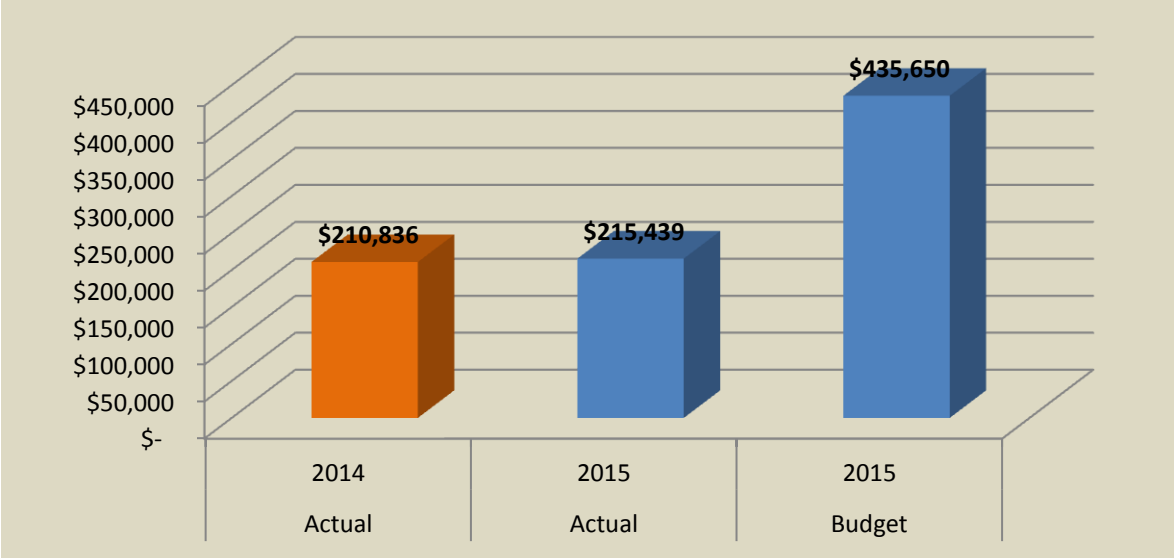


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Library

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 166,939	$ 177,579	$ 353,000	$ 175,421	50.3%
Materials and Supplies	43,897	37,860	82,650	44,790	45.8%
	$ 210,836	**$ 215,439**	**$ 435,650**	**$ 220,211**	**49.5%**

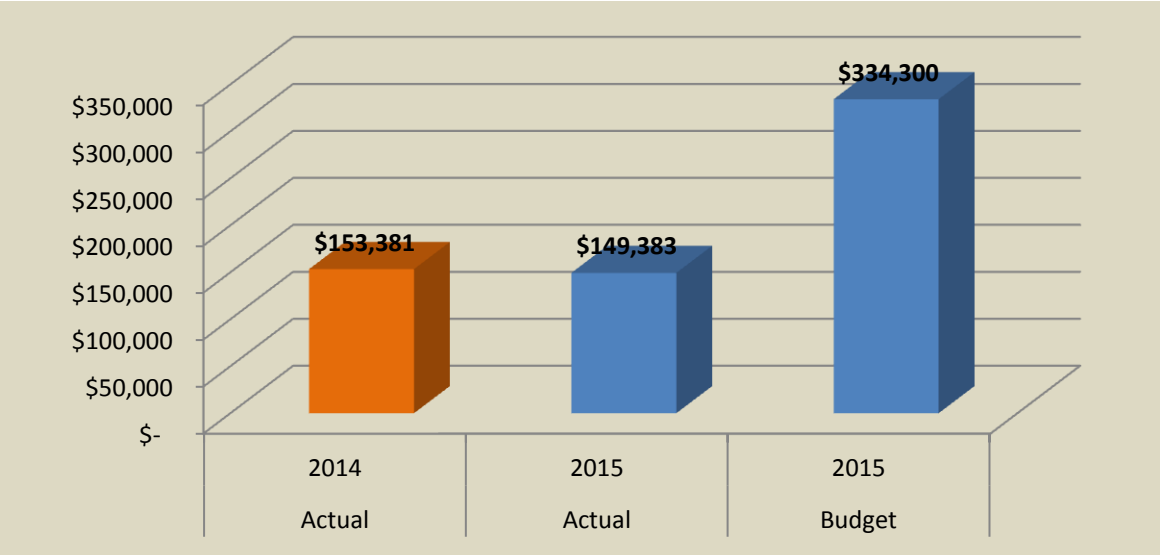


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Parks

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 107,180	$ 111,031	$ 220,000	$ 108,969	50.5%
Materials and Supplies	43,701	34,202	106,000	71,798	32.3%
Transfers	2,500	4,150	8,300	4,150	50.0%
	$ 153,381	**$ 149,383**	**$ 334,300**	**$ 184,917**	**44.7%**

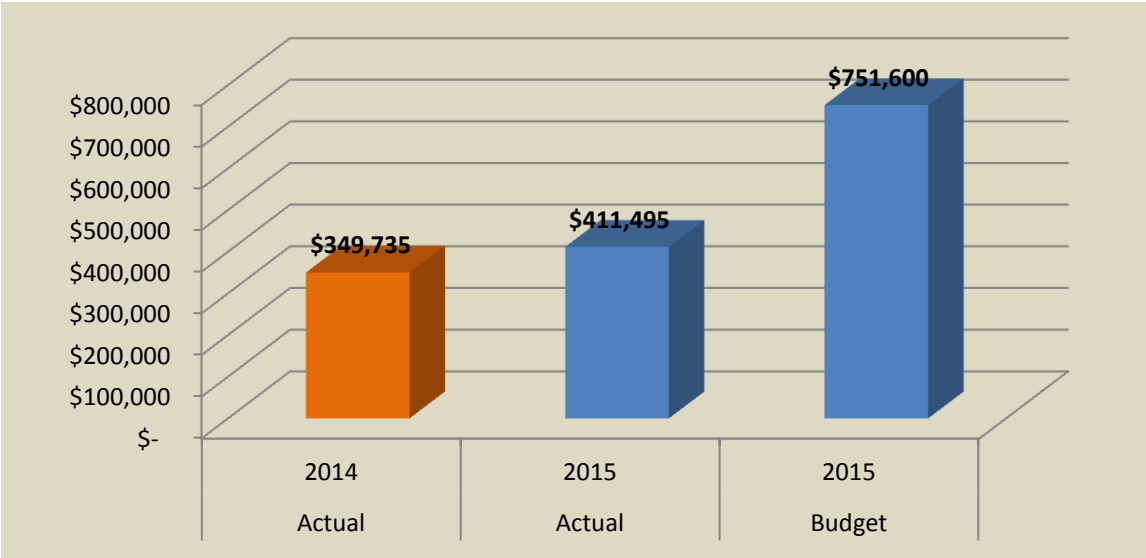


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Aquatic Center

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 210,101	$ 231,048	$ 422,000	$ 190,952	54.8%
Materials and Supplies	139,634	167,947	279,600	111,653	60.1%
Transfers	-	12,500	50,000	37,500	25.0%
	$ 349,735	**$ 411,495**	**$ 751,600**	**$ 340,105**	**54.7%**

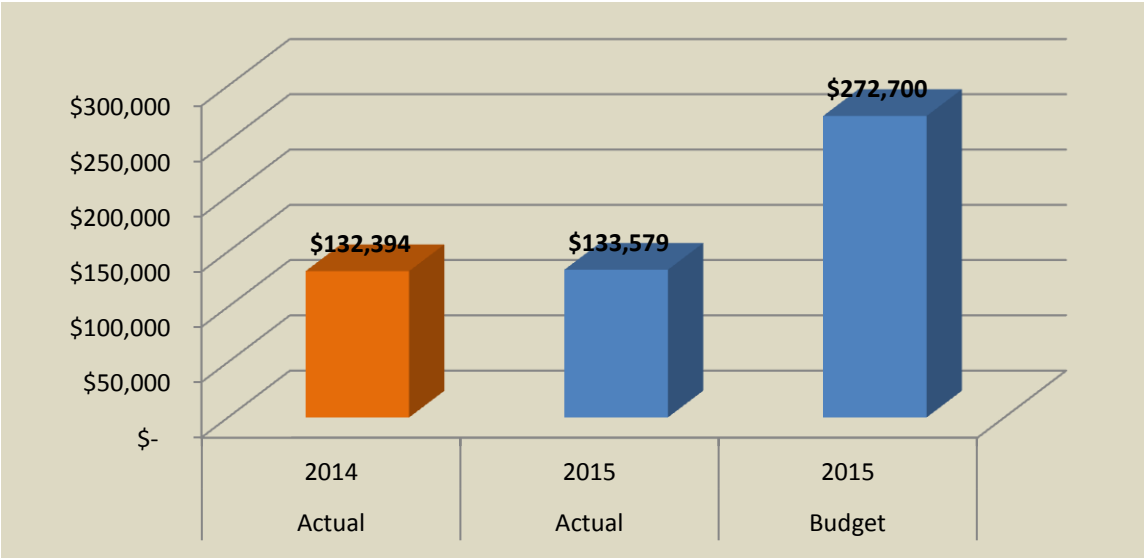


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Building Inspections

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 125,123	$ 123,467	$ 253,000	$ 129,533	48.8%
Materials and Supplies	7,272	8,112	15,700	7,588	51.7%
Transfers	-	2,000	4,000	2,000	50.0%
	$ 132,394	**$ 133,579**	**$ 272,700**	**139,121**	**49.0%**

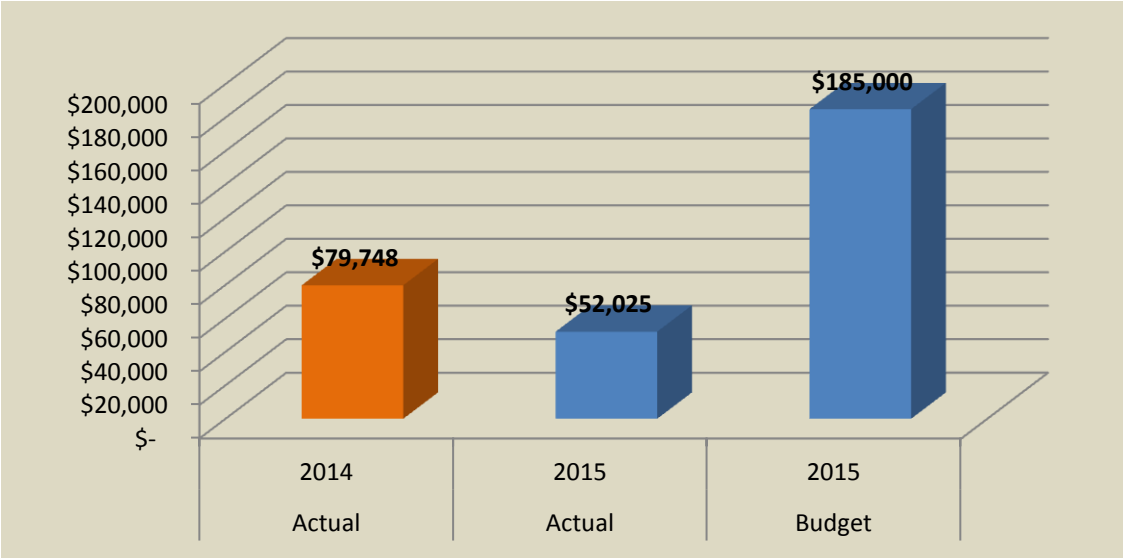


50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Planning

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Personnel Services	$ 71,607	$ 41,507	$ 122,000	$ 80,493	34.0%
Materials and Supplies	6,441	8,818	59,600	50,782	14.8%
Transfers	1,700	1,700	3,400	1,700	50.0%
	$ 79,748	**$ 52,025**	**$ 185,000**	**$ 132,975**	**28.1%**



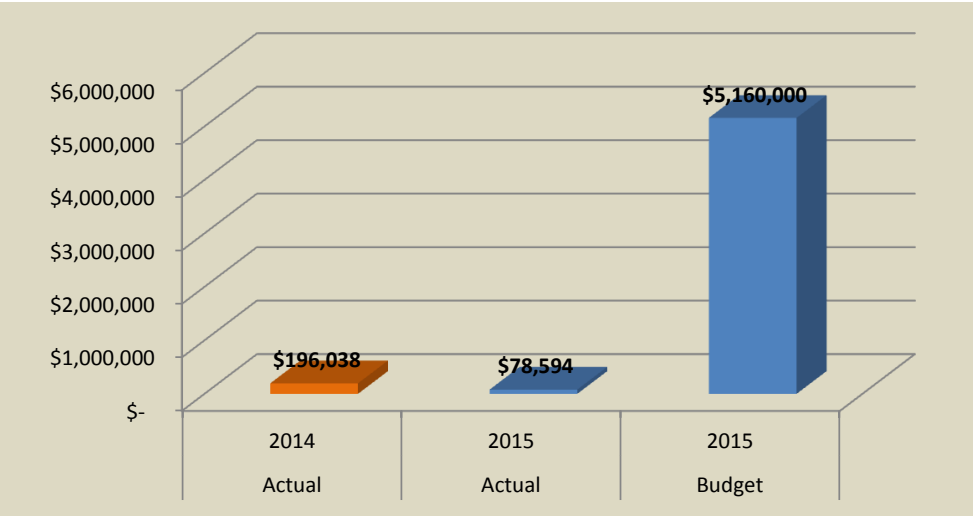
50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: System Development Fund

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Streets SDC	$ 31,377	$ 16,312	$ 50,000	$ 33,688	32.6%
Parks SDC	61,323	32,286	100,000	67,714	32.3%
Water SDC	112,302	53,690	175,000	121,310	30.7%
Sewer SDC	116,761	54,885	175,000	120,115	31.4%
Storm Water SDC	25,056	12,441	40,000	27,559	31.1%
Transfers	127,566	47,500	95,000	47,500	50.0%
	$ 474,384	**$ 217,114**	**$ 635,000**	**$ 417,886**	**34.2%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Street SDC Projects	$ -	$ -	$ 290,000	$ 290,000	0.0%
Park SDC Projects	-	8,750	365,000	356,250	2.4%
Water SDC Projects	-	-	515,000	515,000	0.0%
Sewer SDC Projects	196,038	4	3,870,000	3,869,996	0.0%
Storm Water SDC Projects	-	69,840	120,000	50,160	58.2%
	$ 196,038	**$ 78,594**	**$ 5,160,000**	**$ 5,081,406**	**1.5%**



50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

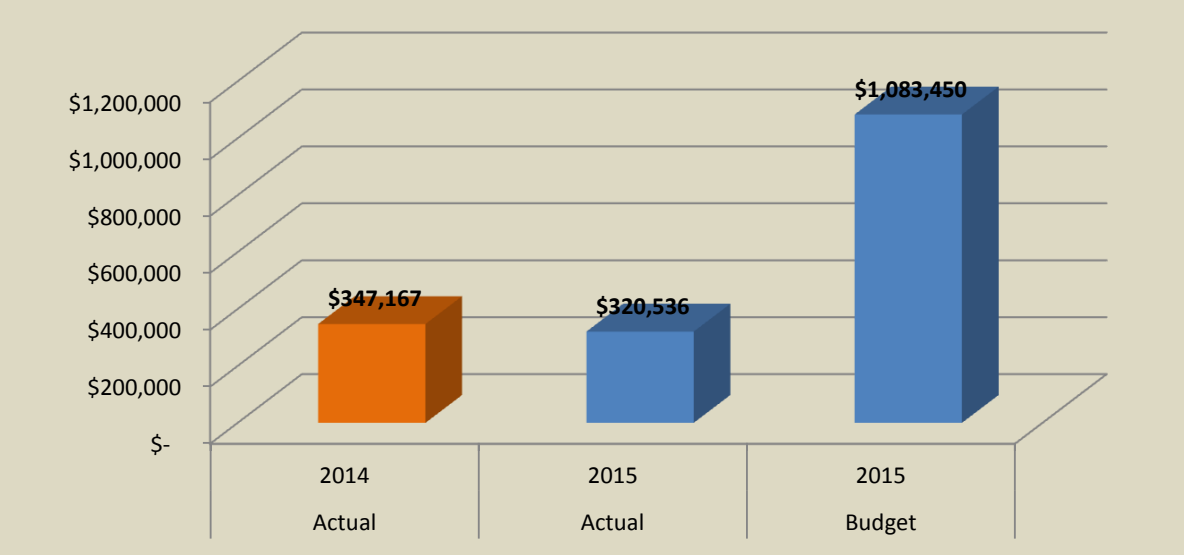
Department: Streets

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Highway Reimbursement & Appropriations	$ 590,328	$ 546,615	$ 1,020,000	$ 473,385	53.6%
Miscellaneous Revenue and Interest	64,391	2,760	5,000	2,240	55.2%
	$ 654,720	**$ 549,375**	**$ 1,025,000**	**$ 475,625**	**53.6%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Personnel Services	$ 143,864	$ 143,975	$ 302,000	$ 158,025	47.7%
Materials and Supplies	118,491	123,231	276,700	153,469	44.5%
Capital Outlay	44,812	11,581	421,250	409,669	2.7%
Transfers	40,000	41,750	83,500	41,750	50.0%
	$ 347,167	**$ 320,536**	**$ 1,083,450**	**$ 762,914**	**29.6%**

Capital Expenditures:

Contractual Overlays - $350,000
Sidewalks - $20,000
Equipment - $51,250



50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

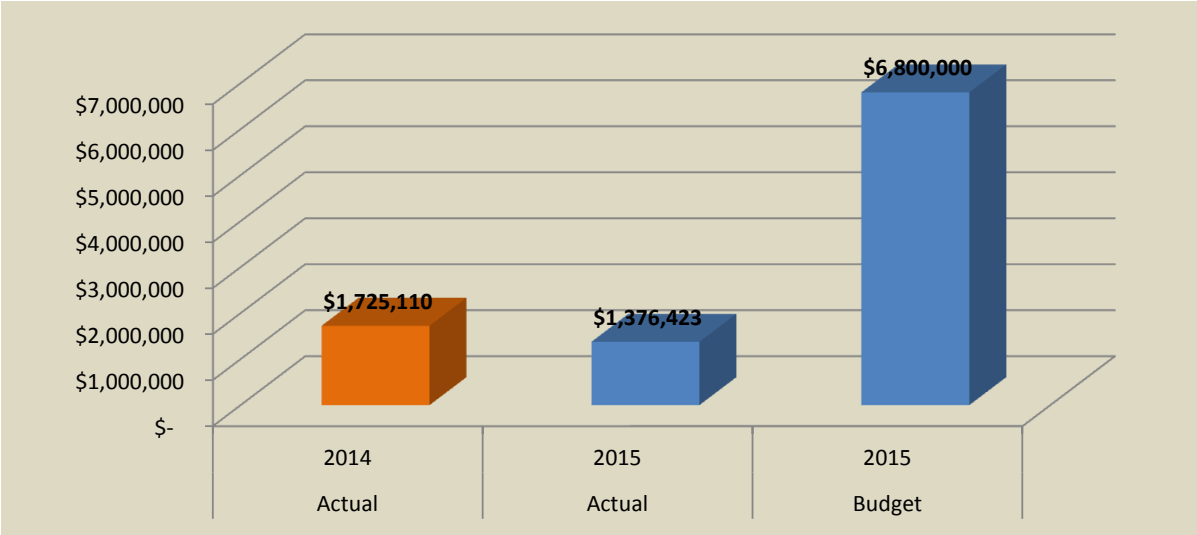
Department: Sewer

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Service Charges and Hook Up Fees	$ 1,542,818	$ 1,579,406	$ 3,140,000	$ 1,560,594	50.3%
Miscellaneous Revenue and Interest	323,531	110,790	2,340,000	$ 2,229,210	4.7%
	$ 1,866,349	**$ 1,690,196**	**$ 5,480,000**	**$ 3,789,804**	**30.8%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Personnel Services	$ 290,957	$ 292,346	$ 617,000	$ 324,654	47.4%
Materials and Supplies	475,889	566,685	1,128,000	561,315	50.2%
Capital Outlay	591,005	143,318	866,250	722,932	16.5%
Transfers	275,000	290,000	580,000	290,000	50.0%
Debt Service	92,259	84,075	3,608,750	3,524,675	2.3%
	$ 1,725,110	**$ 1,376,423**	**$ 6,800,000**	**$ 5,423,577**	**20.2%**

Capital Expenditures:

Equipment - $16,250
Rickereall Crk Interceptor CIP - $500,000
Siphon Replacement - $100,000
I & I - $50,000
Pump Station Upgrade - $100,000
WWTF Equipment Replacement - $50,000
Sewer Replacement Projects - $50,000



50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

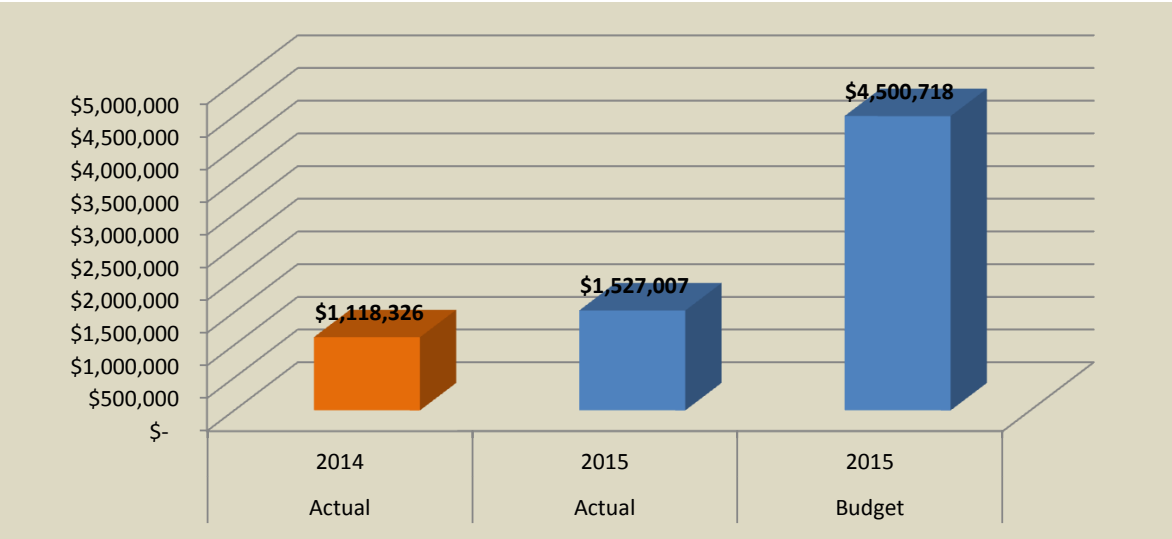
Department: Water

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Service Charges and Connection Fees	$ 1,228,243	$ 1,353,881	$ 2,255,000	$ 901,119	60.0%
Miscellaneous Revenue and Interest	53,552	58,385	4,085,000	4,026,615	1.4%
	$ 1,281,795	**$ 1,412,266**	**$ 6,340,000**	**$ 4,927,734**	**22.3%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Personnel Services	$ 195,059	$ 196,172	$ 422,000	$ 225,828	46.5%
Materials and Supplies	362,799	368,693	744,500	375,807	49.5%
Capital Outlay	-	391,675	2,216,250	1,824,575	17.7%
Transfers	347,967	222,500	445,000	222,500	50.0%
Debt Service	212,500	347,967	672,968	325,001	51.7%
	$ 1,118,326	**$ 1,527,007**	**$ 4,500,718**	**$ 2,973,711**	**33.9%**

Capital Expenditures:

Equipment - $16,250
WTP Weir Replacement - $50,000
Land Acquisition - $800,000
Transmission Water Line - $100,000
AMR Project- $1,200,000
Water Line Replacement Project - $50,000



50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

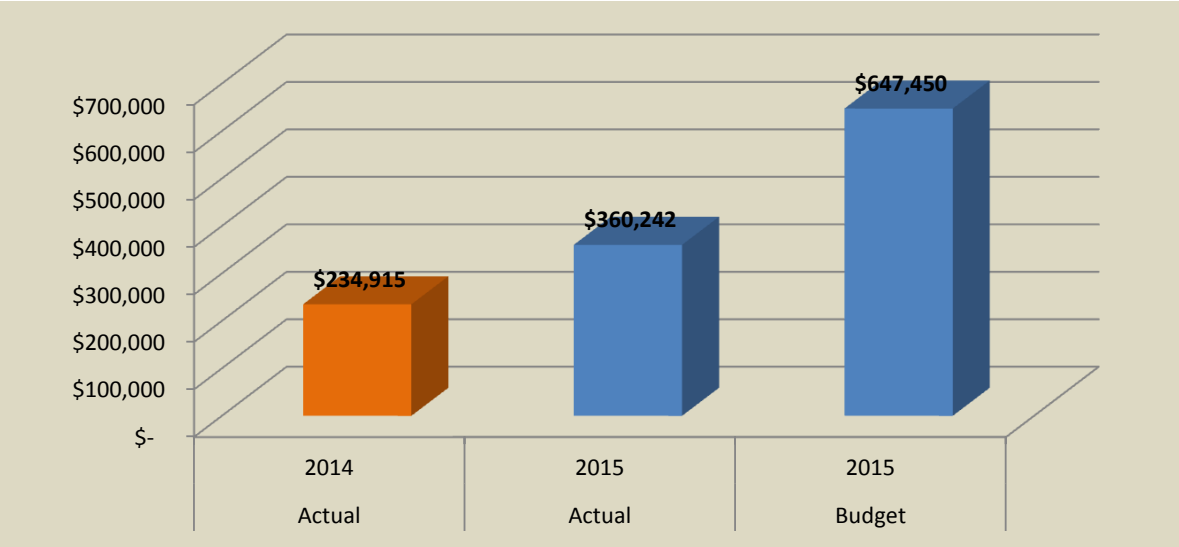
Department: Fleet

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Service Charges and Total Care	$ 218,597	$ 229,923	$ 495,000	$ 265,077	46.4%
Miscellaneous Revenue	39,900	52,300	104,600	52,300	50.0%
	$ 258,497	**$ 282,223**	**$ 599,600**	**$ 317,377**	**47.1%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Personnel Services	$ 96,996	$ 96,813	$ 211,000	$ 114,187	45.9%
Materials and Supplies	97,929	102,548	195,200	92,652	52.5%
Capital Outlay	(10)	120,882	161,250	40,368	75.0%
Transfers	40,000	40,000	80,000	40,000	50.0%
	$ 234,915	**$ 360,242**	**$ 647,450**	**$ 287,208**	**55.6%**

Capital Expenditures:

Equipment - $41,250
Vehicles - $90,000 (Police, Planning)
Building Improvements - $30,000



50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

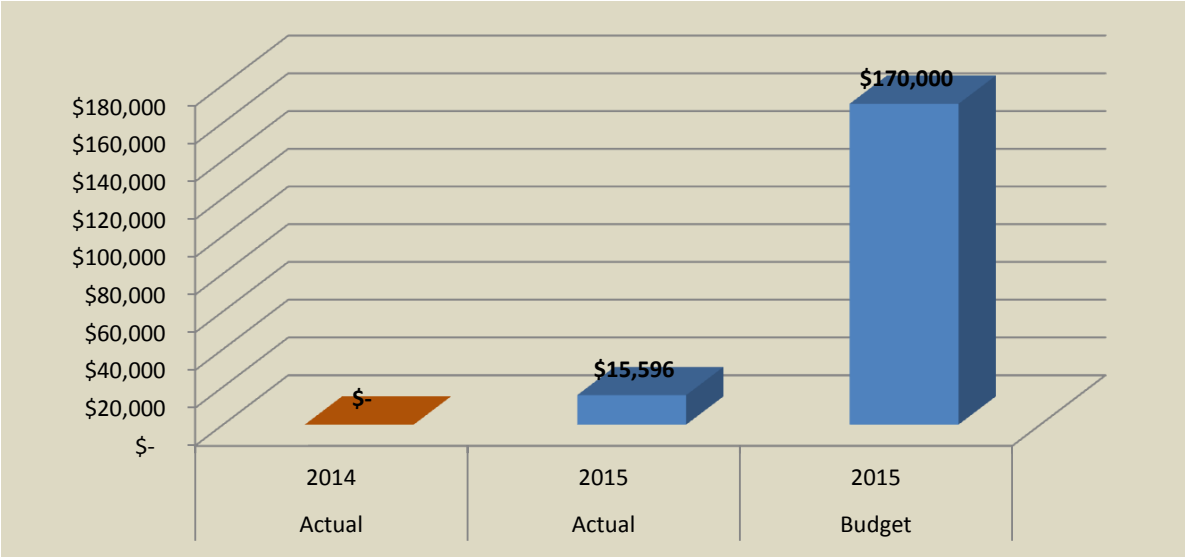
Department: Capital Projects

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Transfers	$ -	$ 7,988	$ 170,000	$ 162,012	4.7%
	$ -	**$ 7,988**	**$ 170,000**	**$ 162,012**	**4.7%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Capital Outlay	-	15,596	170,000	154,404	9.2%
	$ -	**$ 15,596**	**$ 170,000**	**$ 154,404**	**9.2%**

General Fund Capital Projects:

Fire Department - $24,000 match for training facility grant
Aquatic Center - $12,000 upgrade chemical feed controllers
Police Department - $8,000 tasers; $15,000 storage improvements
Library - $14,000 furniture and buidling upgrades
Parks - $75,000 restroom rehab
Finance/Court - $15,000 vault filing system upgrades
Facilities - $7,000 replace upstairs flooring



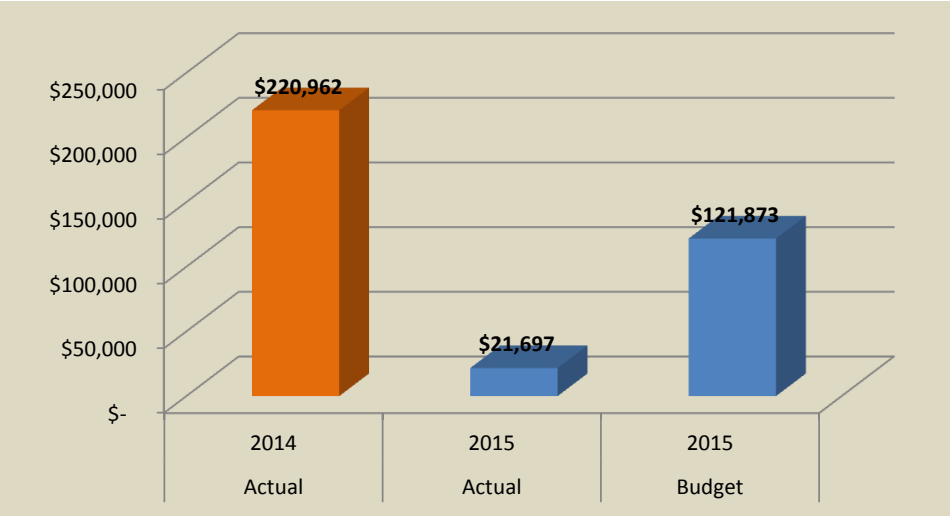
50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: Trust Fund

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Fire and Ambulance	$ 18,766	$ 2,110	$ 29,500	$ 27,390	7.2%
Miscellaneous	591	389	500	111	77.8%
Economic Development	20,000	17,000	20,000	3,000	85.0%
Park	2,719	60	3,000	2,940	2.0%
Library	16,363	7,111	20,000	12,889	35.6%
	$ 58,440	**$ 26,670**	**$ 73,000**	**$ 46,330**	**36.5%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Fire and Ambulance	$ 22,947	$ 13,160	$ 67,048	$ 53,888	19.6%
Miscellaneous	115	94	1,325	1,231	7.1%
Economic Development	19,595	1,032	23,500	22,468	4.4%
Park	50	-	8,000	8,000	0.0%
Library	8,528	7,412	22,000	14,588	33.7%
Transfers	169,727	-	-	-	0.0%
	$ 220,962	**$ 21,697**	**$ 121,873**	**$ 100,176**	**17.8%**



50.00% Through the Fiscal Year

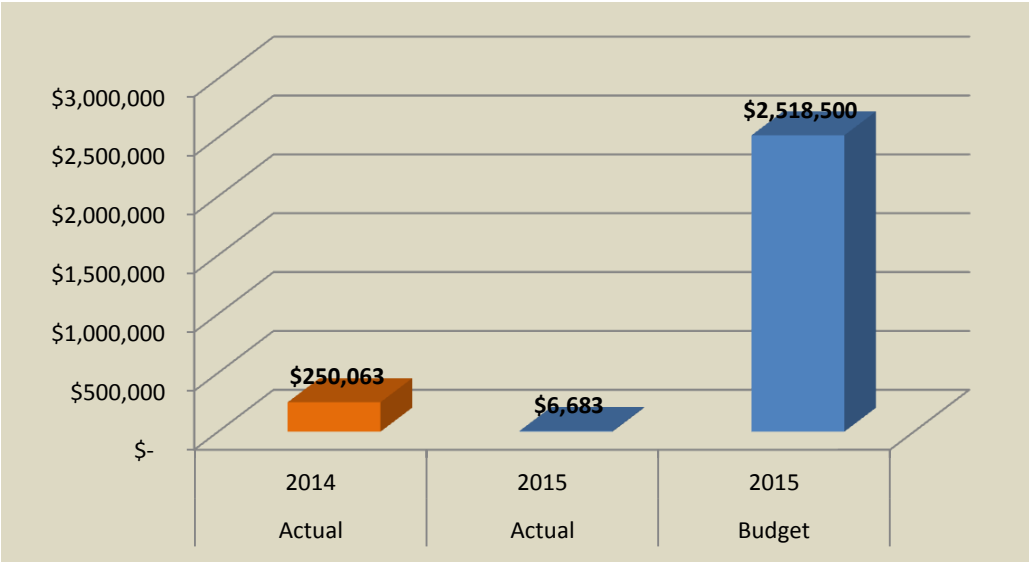
City of Dallas
Monthly Financials
December 2014

Department: Grant Fund

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Police	$ 5,393	$ 7,203	$ 3,000	$ (4,203)	240.1%
Fire	-	-	456,000	456,000	0.0%
Parks and Trails	-	-	550,000	550,000	0.0%
Miscellaneous	24,731	7,413	1,503,000	1,495,587	0.5%
	$ 30,124	**$ 14,616**	**$ 2,512,000**	**$ 2,497,384**	**0.6%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Police	$ -	$ 430	$ 9,000	$ 8,570	4.8%
Fire	125,058	-	456,000	456,000	0.0%
Parks and Trails	124,308	-	550,000	550,000	0.0%
Miscellaneous	697	6,253	1,503,500	2,803	0.4%
	$ 250,063	**$ 6,683**	**$ 2,518,500**	**$ 1,017,373**	**0.3%**

Grant Projects:
Police - vests, misc.
Fire - training facility
Parks and Trails - Rickreall Crk Trail System
Miscellaneous - CDBG; Ready to Read



50.00% Through the Fiscal Year

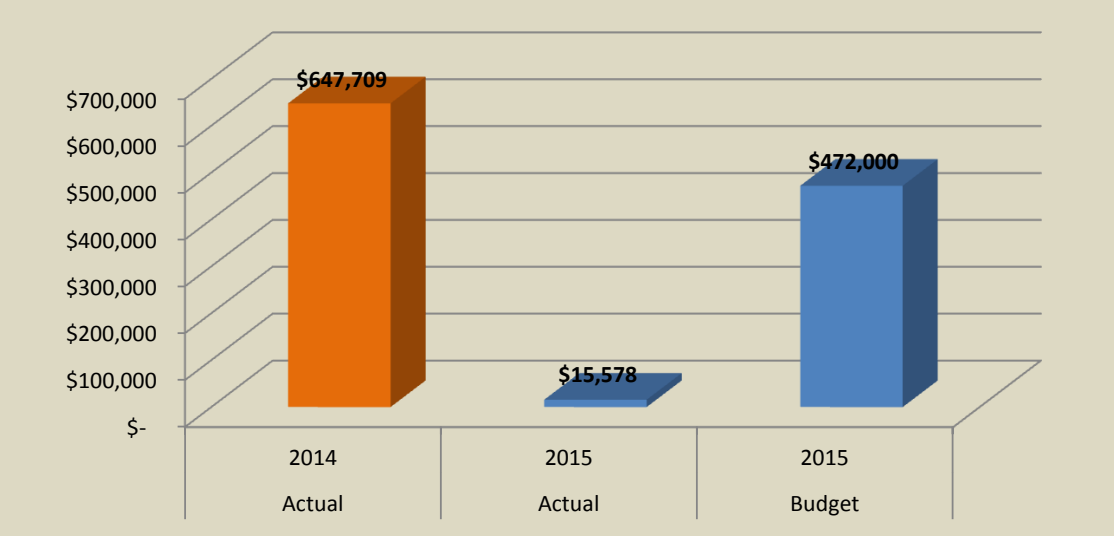
City of Dallas
Monthly Financials
December 2014

Department: Urban Renewal Fund

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Property Taxes	$ 126,216	$ 134,964	$ 135,000	$ 36	100.0%
Interest Earnings	1,291	1,603	1,000	(603)	160.3%
Miscellaneous Revenue	50	-	1,000	1,000	0.0%
Finance Proceeds	750,000	-	-	-	0.0%
	$ 877,558	**$ 136,567**	**$ 137,000**	**$ (567)**	**99.7%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Personal Services	$ 8,168	$ 8,045	$ 16,000	$ 7,955	50.3%
Materials and Services	11,798	7,533	33,000	25,467	22.8%
Debt Service Reserve	-	-	86,395	86,395	0.0%
Capital Expenditures	627,743	-	195,000	195,000	0.0%
Operation Contigencies	-	-	55,210	55,210	0.0%
Transfers	-	-	86,395	86,395	0.0%
	$ 647,709	**$ 15,578**	**$ 472,000**	**$ 456,422**	**3.3%**

Capital Expenditures: Special Projects
Property Acquisition



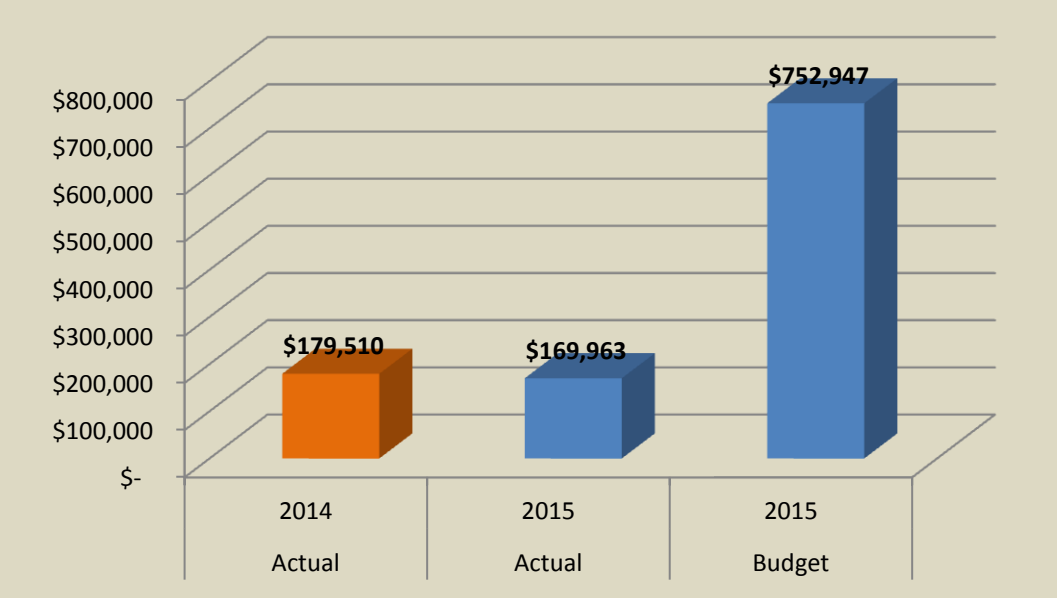
50.00% Through the Fiscal Year

City of Dallas
Monthly Financials
December 2014

Department: General Obligation and Long Term Debt Funds

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Collected
Revenue					
Property Taxes	$ 658,687	$ 625,699	$ 670,000	$ 44,301	93.4%
Transfers	53,410	56,497	112,994	56,497	50.0%
	$ 712,096	**$ 682,196**	**$ 782,994**	**$ 100,798**	**87.1%**

Description	Year-to-Date Actual 2014	Year-to-Date Actual 2015	Budget 2015	Budget Remaining	Percent Spent
Expenditures					
Principal	$ 75,000	$ 80,000	$ 575,000	$ 495,000	13.9%
Interest	104,510	89,963	177,947	87,984	50.6%
	$ 179,510	**$ 169,963**	**$ 752,947**	**$ 582,984**	**22.6%**



50.00% Through the Fiscal Year

DALLAS CITY COUNCIL
REPORT

TO: MAYOR BRIAN DALTON AND CITY COUNCIL

City of Dallas	**Agenda Item No. 10 a**	**Topic:** Supplemental Budget Resolution 3313
Prepared By: Cecilia Ward	**Meeting Date:** January 20, 2015	**Attachments:** Yes ☐ No ☐
Approved By: Ron Foggin		

RECOMMENDED MOTION:
Approval of Supplemental Budget Resolution 3313

BACKGROUND:

Oregon Budget Law allows for unanticipated changes to the budget throughout the fiscal year.
A supplemental budget, under ORS 294.471 and 294.473, is required when new appropriation authority is needed. A supplemental budget requires a budget resolution.

Following are the necessary appropriation authority changes:

General Fund:

Revenue		Budget Resource	
		Original	Revised
Beginning Balance	Increase revenue by $115,000 to record higher beginning balance than budgeted	$1,170,000	$1,285,000
Expenditures		Budget Requirement	
		Original	Revised
Contingency	Increase contingency by $115,000 for unanticipated expenditures	$ 75,000	$ 190,000

NOTE: Additional budget requirements will be established through Budget Transfer Resolution 3314.

Capital Projects Fund:

Revenue		Budget Resource	
		Original	Revised
Transfer from General Fund	Increase revenue (transfer from General Fund) by $48,000	$ 170,000	$ 218,000
Expenditures		Budget Requirement	
		Original	Revised
Building Improvements	Increase building improvements for Senior Center System Development Charges	$ 112,000	$ 160,000

Trust Fund:

Revenue		Budget Resource	
		Original	Revised
Fire Volunteer Appreciation Trust	Establish revenue line item for unanticipated fire volunteer trust	$0	$ 90,000
Mid-Valley Reserve Training Trust	Establish revenue line item for unanticipated police trust	$0	$ 5,000
Expenditures		Budget Requirement	
		Original	Revised
Fire Volunteer Appreciation Trust	Establish expenditure line item for unanticipated fire volunteer trust	$0	$ 90,000
Mid-Valley Reserve Training Trust	Establish expenditure line item for unanticipated police trust	$0	$ 5,000

FISCAL IMPACT:
General Fund - 0
Capital Projects Fund - 0
Trust Fund - 0

ATTACHMENTS:
Supplemental Budget Resolution 3313

RESOLUTION NO. 3313

A Resolution adopting and appropriating a Supplemental Budget for Fiscal Year 2014-2015.

WHEREAS, Oregon Local Budget Law, under ORS 294.471 and ORS 294.473, provides that certain occurrences or conditions that were not known at the time the budget was prepared may require a change in the adopted budget and that a supplemental budget is required to pay the additional expenses and spend the extra revenue; NOW, THEREFORE:

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Council of the City of Dallas hereby adopts the supplemental budget for the fiscal year beginning July 1, 2014, and that the amounts shown below are hereby appropriated for the purposes indicated within the Fund listed:

Fund	2014-15 Budget Resources	2014-15 Budget Requirements
General:		
Beginning Balance	$1,285,000	
Contingency		190,000
Revised Total Resources	$9,930,400	
Revised Total Requirements		$9,930,400

Comments: Actual beginning balance was more than originally budgeted. Increased beginning balance by $115,000 and increased contingency by same amount to accommodate unanticipated expenditures.

Capital Projects:		
Transfer from General Fund	$218,000	
Building Improvements		$160,000
Revised Total Resources	$218,000	
Revised Total Requirements		$218,000

Comments: Increased transfer from general fund to capital projects for Senior Center system development fees. Increased building improvements by same amount.

Trust:		
Fire Volunteer Appreciation Trust	$90,000	
Fire Volunteer Appreciation Trust		$90,000
Mid-Valley Reserve Training Trust	$5,000	
Mid-Valley Reserve Training Trust		$5,000
Revised Total Resources	$216,873	
Revised Total Requirements		$216,873

Comments: Received unanticipated trust funds.

Section 2. This resolution shall be effective upon its passage.

Adopted: January 20, 2015
Approved: January 20, 2015

_____
BRIAN W. DALTON, MAYOR

ATTEST:

_____
RON FOGGIN, CITY MANAGER

APPROVED AS TO FORM:

_____
LANE P. SHETTERLY, CITY ATTORNEY

DALLAS CITY COUNCIL
REPORT

TO: MAYOR BRIAN DALTON AND CITY COUNCIL

City of Dallas	**Agenda Item No.** **10 b**	**Topic:** Budget Transfer Resolution 3314
Prepared By: Cecilia Ward	**Meeting Date:** January 20, 2015	**Attachments:** Yes ■ No ☐
Approved By: Ron Foggin		

RECOMMENDED MOTION:
Approval of Budget Transfer Resolution

BACKGROUND:
Oregon Budget Law allows for unanticipated changes to the budget throughout the fiscal year. ORS 294.463 allows for appropriation transfers which includes intra-and inter-fund transfers between appropriation categories and contingency transfers. Appropriation transfers require a budget resolution.

Following are the necessary transfers:

General Fund:

From:	To:	Purpose:	Amount:
Contingency	Administration-Personnel Service-Salaries	Administrative Intern	$ 5,000
Contingency	Administration-Material and Services-Professional Services	Website upgrade, citizens survey, and Dallas Vision Integration Project	$27,000
Contingency	Municipal Court-Material and Services-Professional Services	Increase costs of defense attorneys due to an increase in criminal cases	$15,000
Contingency	Aquatic Center-Material and Services-Insurance	Liability claim	$28,000
Contingency	Library-Personnel Service-Salaries	Personnel changes beginning of fiscal year	$13,000
Contingency	Police-Personnel Service-Overtime	Increase in staff overtime due to increased activity	$18,000
Contingency	Police-Personnel Service-Fringe Benefits	Workers compensation claims	$16,000
Contingency	Non-departmental-Transfer to Capital Projects	Senior Center system development charges	$48,000

Fleet Management Fund:

From:	To:	Purpose:	Amount:
Contingency	Material and Services-Parts	Additional parts	$20,000

FISCAL IMPACT:

Appropriation impact:

General Fund:
Decrease Contingency from $190,000 to $20,000
Increase Administration-Personnel Services-Salaries from $240,000 to $245,000
Increase Administration-Materials and Services-Professional Services from $12,000 to $39,000
Increase Municipal Court-Material and Services-Professional Services from $7,000 to $22,000
Increase Aquatic Center-Material and Services-Insurance from $5,000 to $33,000
Increase Library-Personnel Service-Salaries from $225,000 to $238,000
Increase Police-Personnel Service-Overtime from $110,000 to $128,000
Increase Police-Personnel Service-Fringe Benefits from $858,000 to $874,000

Fleet Management Fund:
Decrease Contingency from $127,150 to $107,150
Increase Material and Services-Parts $85,000 to $105,000

ATTACHMENTS:
Budget Transfer Resolution 3314

RESOLUTION NO. 3314

A Resolution authorizing the transfer of budgetary funds.

WHEREAS, it is necessary to transfer the appropriation authority of $5,000 from the General Fund, Operating Contingency, to the General Fund, Administration Department, for unanticipated personnel costs; and

WHEREAS, it is necessary to transfer the appropriation authority of $27,000 from the General Fund, Operating Contingency, to the General Fund, Administration Department, for unanticipated professional services; and

WHEREAS, it is necessary to transfer the appropriation authority of $15,000 from the General Fund, Operating Contingency, to the General Fund, Municipal Court, for unanticipated defense attorney costs; and

WHEREAS, it is necessary to transfer the appropriation authority of $28,000 from the General Fund, Operating Contingency, to the General Fund, Aquatic Center, for unanticipated liability claim; and

WHEREAS, it is necessary to transfer the appropriation authority of $13,000 from the General Fund, Operating Contingency, to the General Fund, Library, for unanticipated personnel costs; and

WHEREAS, it is necessary to transfer the appropriation authority of $34,000 from the General Fund, Operating Contingency, to the General Fund, Police Department, for unanticipated personnel costs; and

WHEREAS, it is necessary to transfer the appropriation authority of $48,000 from the General Fund, Operating Contingency, to the General Fund, Non-departmental - Transfer to Capital Projects, for unanticipated system development charges for Senior Center; and

WHEREAS, it is necessary to transfer the appropriation authority of $14,000 from the General Fund, Fire Department-Debt Service, to the General Fund, Fire Department-Materials and Services, for unanticipated supplies and equipment; and

WHEREAS, it is necessary to transfer the appropriation authority of $20,000 from the Fleet Fund, Contingency, to the Fleet Fund-Materials and Services, for unanticipated parts;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $5,000 from the General Fund, Operating Contingency, to the General Fund, Administration Department.

Section 2. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $27,000 from the General Fund, Operating Contingency, to the General Fund, Administration Department.

Section 3. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $15,000 from the General Fund, Operating Contingency, to the General Fund, Municipal Court,

Section 4. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $28,000 from the General Fund, Operating Contingency, to the General Fund, Aquatic Center,

Section 5. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $13,000 from the General Fund, Operating Contingency, to the General Fund, Library,

Section 6. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $34,000 from the General Fund, Operating Contingency, to the General Fund, Police Department,

Section 7. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $48,000 from the General Fund, Operating Contingency, to the General Fund, Non-departmental - Transfer to Capital Projects,

Section 8. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $14,000 from the General Fund, Fire Department-Debt Service, to the General Fund, Fire Department-Materials and Services,

Section 9. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of $20,000 from the Fleet Fund, Contingency, to the Fleet Fund-Materials and Services,

Section 10. This Resolution shall be effective upon its passage.

Adopted: January 20, 2015
Approved: January 20, 2015

_____
BRIAN W. DALTON, MAYOR

ATTEST:

_____
RON FOGGIN, CITY MANAGER

APPROVED AS TO FORM:

_____
LANE P. SHETTERLY,
CITY ATTORNEY

DALLAS CITY COUNCIL
REPORT

TO: MAYOR BRIAN DALTON AND CITY COUNCIL

City of Dallas	**Agenda Item No.** **12 a**	**Topic:** Ordinance 1773
Prepared By: Jason Locke, Community Development/ Operations Director	**Meeting Date:** January 20, 2015	**Attachments:** Yes■ No☐
Approved By: Ron Foggin, City Manager		

RECOMMENDED ACTION: Adopt Ordinance 1773.

BACKGROUND: Council directed staff to prepare an Ordinance amending the Transportation System Plan (TSP). The Ordinance is attached.

FISCAL IMPACT: **None**

ATTACHMENTS:

Ordinance 1773

ORDINANCE NO. 1773

An Ordinance adopting amendments to the Dallas Transportation System Plan

WHEREAS, the City has adopted a Transportation System Plan that provides for the future transportation needs of the citizens of Dallas; and

WHEREAS, the City has determined that it is appropriate and in the best interest of the public to amend the adopted Transportation System Plan by deleting the Extended Fern Avenue east to Kings Valley Highway project from the Plan; and

WHEREAS, after due notice, on November 12, 2014, the Dallas Planning Commission held a public hearing on the proposed Transportation System Plan amendments and at the conclusion thereof recommended approval to the City Council; and

WHEREAS, after due notice, on December 1, 2014, the City Council held a public hearing on the proposed amendments to the Transportation System Plan, and at the conclusion thereof found that that the proposed amendment was appropriate and in the best interest of the public and was Transportation System Plan met the requirements of State Law, the Dallas Development Code and was in compliance with the Comprehensive Plan;

NOW, THEREFORE,

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. That the Dallas Transportation System Plan be, and it hereby is, amended by the amendments thereto set forth in Exhibit A attached hereto and by this reference incorporated herein.

Section 2. The Findings and Conclusions set forth in the staff report on this matter, submitted into the record herein on December 1, 2014, a copy of which is attached hereto as Exhibit B and by this reference incorporated herein, are hereby adopted and approved as the Findings and Conclusions in support of the adoption of the amendments enacted by Section 1 of this ordinance.

Read for the first time: January 5, 2015
Read for the second time: January 20, 2015
Passed by the City Council: January 20, 2015

Approved by the Mayor: January 20, 2015

BRIAN W. DALTON, MAYOR

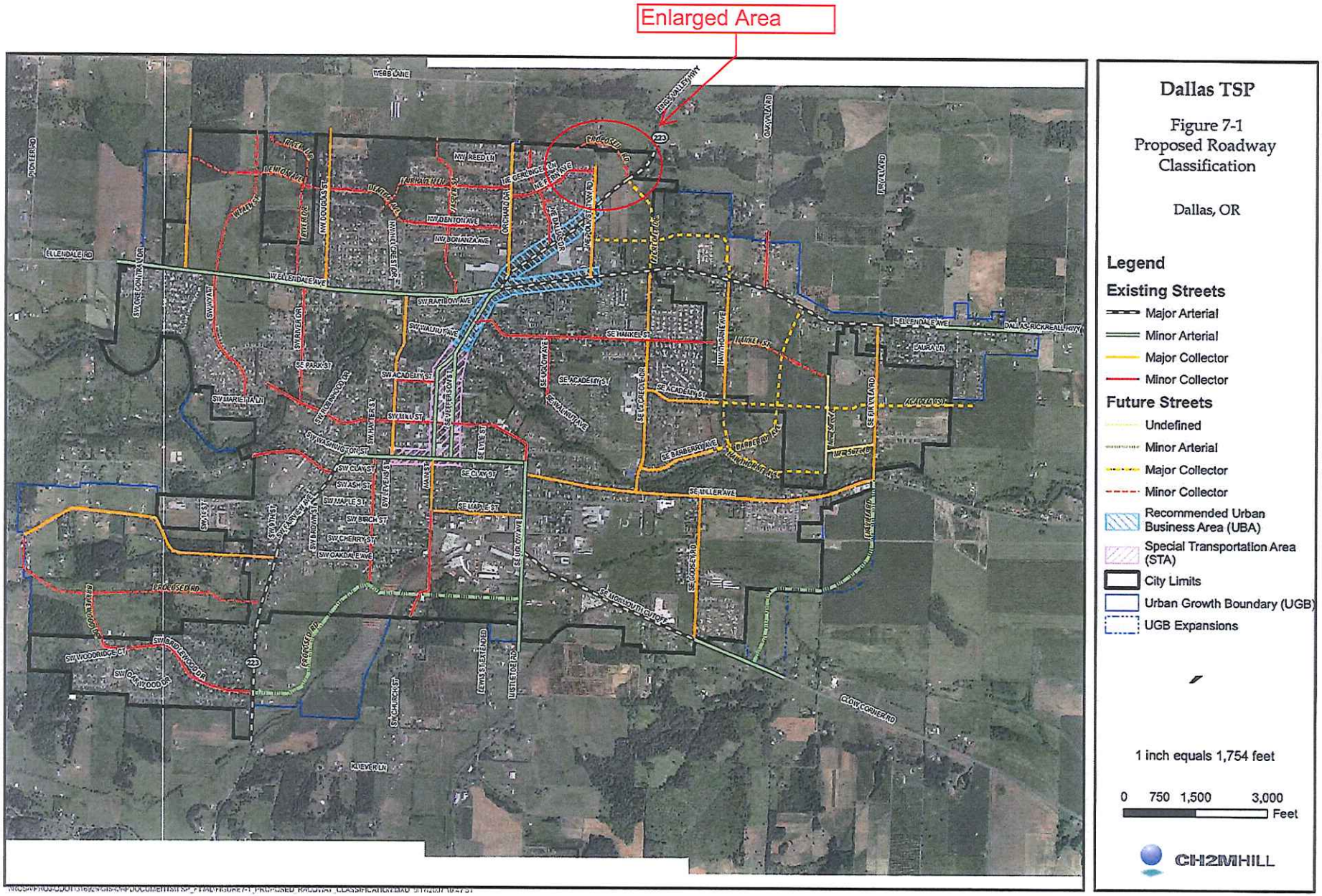
ATTEST:

RON FOGGIN,
CITY MANAGER

APPROVED AS TO FORM;

LANE P. SHETTERLY,
CITY ATTORNEY

EXHIBIT A


Enlarged Area
Dallas TSP
Figure 7-1
Proposed Roadway
Classification
Dallas, OR
Legend
Existing Streets
Major Arterial
Minor Arterial
Major Collector
Minor Collector
Future Streets
Undefined
Minor Arterial
Major Collector
Minor Collector
Recommended Urban Business Area (UBA)
Special Transportation Area (STA)
City Limits
Urban Growth Boundary (UGB)
UGB Expansions
1 inch equals 1,754 feet
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WEBB LANE
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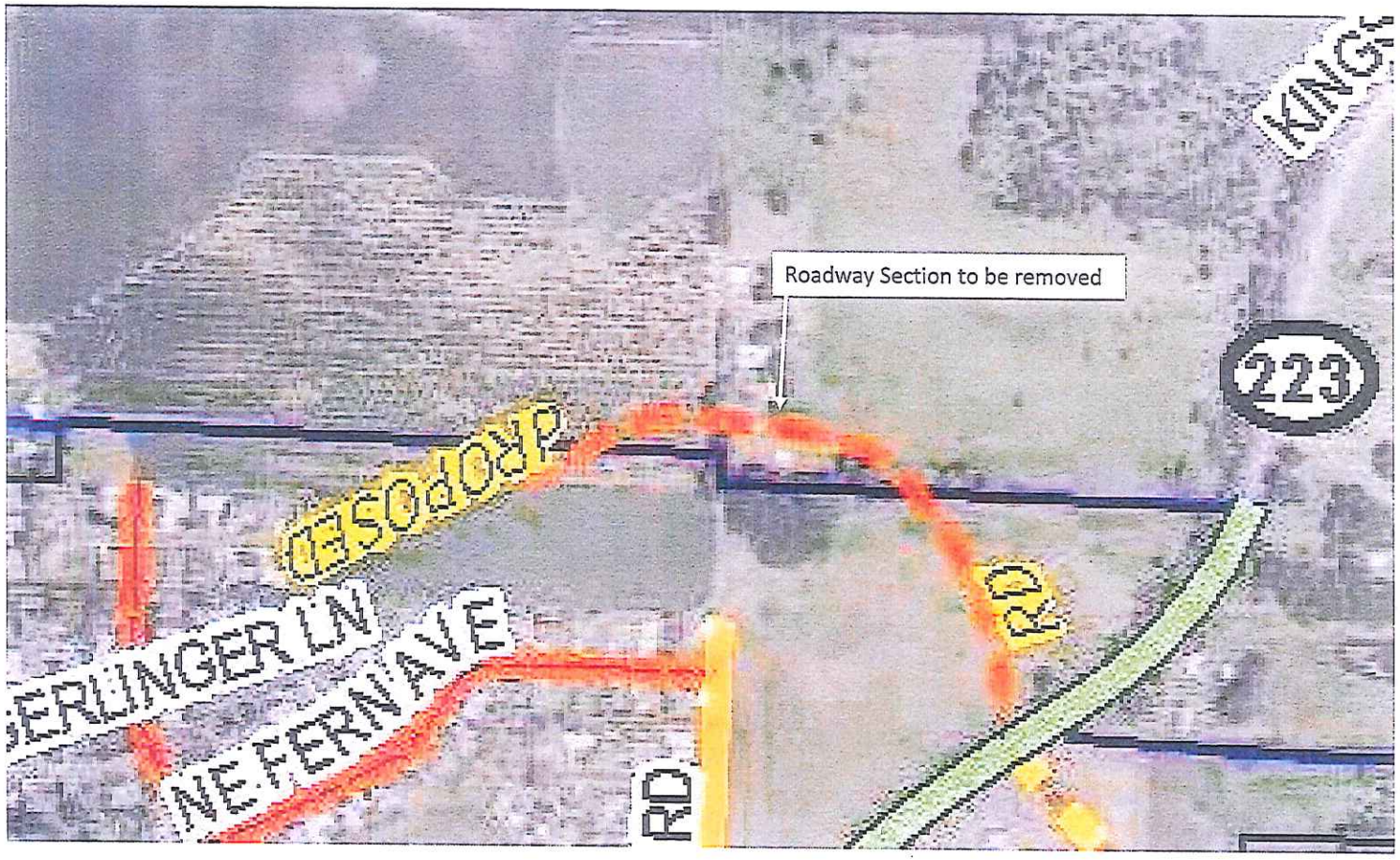

Dallas TSP

Figure 7-1
Proposed Roadway Classification

Dallas, OR

Legend

Existing Streets
- Major Arterial
- Minor Arterial
- Major Collector
- Minor Collector

Future Streets
- Minor Arterial
- Major Collector
- Minor Collector
- Special Transportation Area (STA)
- Recommended Urban Business Area (UBA)
- City Limits
- Urban Growth Boundary (UGB)
- UGB Expansions

N

1 inch equals 1,750 feet

0 750 1,500 3,000 Feet

CH2MHILL

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New Streets

The new streets and streets extensions listed in Table 7-3 are planned over the next 20 years:

TABLE 7-3
Recommended New Street and Street Extension Projects

Street Segment	Priority
Extend Hawthorne Avenue south to Barberry Avenue	High
Extend Hankel Street east to Fir Villa Road	High
Extend Academy Street east to city limits	High
Extend Barberry Avenue east to Fir Villa Road	High
Extend LaCreole Drive north to Kings Valley Highway	High
Extend Wyatt Street north to city limits	High
Extend River Drive south across Rickreall Creek, connecting to Mill street	Medium
Extend Hawthorne Avenue north to connect with new east-west circulation road	High
Build new east-west circulation road connecting Polk Station Road and Hawthorne Avenue	Medium
Extend Jasper Street north to city limits	DONE
Extend River Drive north to city limits	High
Extend Webb Lane to Kings Valley Highway	Low
Extend Fir Villa Road south to Monmouth Cut-Off	Medium
Create east-west connector road from James Howe Road to Denton Avenue and Fairhaven Lane	High
New connector west from Fairview Avenue to serve southwest quadrant city	Low
Extend Wyatt Street north from city limits to Webb Lane	Low
Extend Jasper Street north from city limits to Webb Lane	Low
Add new connector from Fairview Avenue east to provide access to Mill to/from the south	Low
Add new connector from behind Weyerhaeuser Mill east to Uglow Avenue	Low
~~Extend Fern Avenue east to Kings Valley Highway~~	~~Low~~

Access Management

Managing access to the Dallas Rickreall and Kings Valley Highways in the study area will be important to preserve the capacity and enhance the safety of the roadway network. Access management minimizes the number of potential conflict points on the highway, where traffic flow may be disrupted by entering and exiting traffic.

Section 6 outlined strategies for consolidating and managing access along the state facilities located within the City. From a policy perspective, the City and ODOT will apply appropriate conditions for each land use action that is located within the vicinity of a state

Ashland, Medford, Wilsonville, and Philomath. Some jurisdictions add the fee onto existing utility bills to minimize additional administrative costs.

Although much of the revenue from Street Utility Fees is expected to go to maintenance of the roadway network, some could go to capital improvement projects. Furthermore, the institution of this fee could make available some of the street fund revenue that currently goes towards maintenance.

Table 8-7 lists a number of projects that could be funded through LIDs, General Obligation Bonds, or Street Utility Fees.

TABLE 8-7
Improvements with Recommended Funding through LIDs, Bonds, or Street Utility Fees

Category	Project Title	Estimated Capital Cost	Owning Jurisdiction	Potential LID
		Next Ten Years		
R	Change stop control to a four-way stop at Miller Avenue and Fir Villa Road	$1,000	City	Y
		10-15 Years		
B/P/R	Extend Fir Villa Road south to Monmouth Cut-Off	$3,030,000	City	Y
B/P/R	Extend River Drive south across Rickreall Creek, connecting to Mill street	$1,080,000	City	N
~~B/P/R~~	~~Extend Fern Avenue east to Kings Valley Highway~~	~~$410,000~~	~~City~~	~~N~~
		15-20 Years		
B/P/R	Add new connector from Fairview Avenue east to provide access to Mill to/from the south	$1,850,000	City	Y
B/P/R	Add new connector from behind Weyerhaeuser Mill east to Uglow Avenue	$2,480,000	City	Y
Total		**$8,851,000**		

Several of the projects listed above would benefit the industrial businesses located around Monmouth Cut-Off Road in the south end of the City. The City will analyze the possibility of forming a LID with these property owners to construct improvements that would provide great benefit to truck mobility and safety.

Urban Renewal Districts

Urban Renewal Districts are formed in selected areas of the City, where property owners are assessed Tax Increment Financing (TIF), dependent on property values, over a period of time. TIF revenues are used to finance revitalization improvements (not limited to transportation) within the district.

The City of Dallas has formed an Urban Renewal District for the downtown area, bordered on the north by Hankel, on the south by Clay, on the east by Jefferson (including taxlots on the east side of Jefferson) and on the west by Church (including tax lots on the west side of

EXHIBIT B

CITY OF DALLAS
City Council

APPLICATION COMPLETE:
N/A

STAFF REPORT
Date: November 24, 2014

FILE NO.	**TSPA14-01**
HEARING DATE	**December 1, 2014** **7:00 P.M. CITY HALL** **187 SE COURT STREET** **DALLAS, OREGON 97338**
APPLICANT	**City of Dallas**
OWNER	**N/A**
REQUEST	**Amend the Transportation System Plan, Figure 7-1 and Table 8-7.**
LOCATION	**Between Polk Station Road, Kings Valley Highway, and the Dallas City Limits/UGB**
RECOMMENDATION	**Recommend approval**

BACKGROUND INFORMATION:

When the Transportation System Plan (TSP) was adopted in 2008, there were a number of future transportation projects (roads, trails, pedestrian facilities, public transportation, etc) included to address capacity and connectivity. The proposed amendment removes a road section that was meant to connect Kings Valley Highway north to land outside the City Limits and UGB. This alignment presents a couple of significant issues, including connecting to a state highway and building streets for urban uses outside the Urban Growth Boundary. The proposed Amendment would amend Figure 7-1 and Table 8-7. The Planning Commission held a public hearing on this matter on November 12, 2014, received no public testimony, and is recommending approval.

DISCUSSION:

After reviewing the proposed project, which would have been required to be built as part of the continuation of the Polk Station PUD, staff has determined that this street section is not a viable project.

1) It would require an additional access onto Kings Valley Highway, which would require ODOT review and access permits. Given the distance from the existing Polk Station Road access, securing permits would be problematic.

2) The construction of a street outside the UGB, even for a short distance and for dubious benefit, would require a significant process with Polk County, including exceptions to Goal 4.

3) The existing Polk Station Road provides adequate access for existing and future development in the area.

RECOMMENDATION:

Direct staff to prepare an Ordinance for the amendments contained in TSPA14-01.