

DALLAS CITY COUNCIL

AGENDA

Mayor Jim Fairchild Presiding

Monday, April 7, 2008, 7:30 PM

Dallas City Hall*
187 SE Court Street
Dallas, OR 97338

All persons addressing the Council will please use the table at the front of the Council. All testimony is electronically recorded. Public participation is encouraged. If you desire to speak on any agenda item, please raise your hand to be recognized after the Mayor calls the item. If you wish to address the Council on any item not on the agenda, you may respond as the Mayor calls for questions and/or comments from the audience.

1. ROLL CALL

2. APPROVAL OF MINUTES

- 2.1. Approval of minutes of the March 17, 2008, Council meeting.
-

3. REPORTS OR COMMENTS FROM COUNCIL MEMBERS

- 3.1. Mayor's March report.
-

- 3.2. Report of March 24, 2008 Administrative Committee Meeting (Kevin Marshall, Chair).
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- 3.3. Report of March 24, 2008, Public Safety Committee Meeting (David Shein, Chair).
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4. QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE

5. REPORTS OF CITY OFFICERS

- 5.1. City Manager's Reports

- a. Update on the Aquifer Storage Recovery Project
-

- b. Adoption of the 2008/09 Council Goals
-

c. Introduction of new Community Development Director Jason Locke

d. Arbor Day Celebration, April 25

e. Update on the status of 360 SE Mill Street property

f. Department Reports for the month of February (Community Development, Fire and Ambulance, Library, Police, and Public Works).

g. Other.

6. COMMUNICATIONS AND PETITIONS

6.1. Reminder to file annual Economic Interest Statement with Oregon Government Standards and Practices Commission.

6.2. Letter from Dallas Arts Association regarding “Art in the Park”

7. PUBLIC HEARINGS

8. RESOLUTIONS

9. FIRST READING OF ORDINANCE

10. SECOND READING OF ORDINANCE

10.1 Ordinance No. 1680: An Ordinance amending the Public Improvements chapter of the Dallas City Code by adding new provisions thereto regarding trees.

11. OTHER BUSINESS

12. ADJOURNMENT

*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.

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The Dallas City Council met in regular session on Monday, March 17, 2008, at 7:30 p.m. in the Council Chambers of City Hall with Mayor Fairchild presiding.

ROLL CALL

Council members present were: Council President Ken Woods, Jr., Councilor Brian Dalton, Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor David Shein. Councilors excused: Councilor Warren Lamb, Councilor Wes Scroggin, Councilor Dave Voves, and Councilor LaVonne Wilson.

Also present were: City Manager Jerry Wyatt, City Attorney Lane Shetterly, Assistant City Manager Kim Marr, Finance Director Marcia Baragary, Assistant Public Works Director Kenn Carter, Planner John Swanson, and Assistant City Recorder Emily Gagner.

APPROVAL OF MINUTES

Hearing no corrections or additions, Mayor Fairchild declared the minutes of the March 3, 2008, meeting approved as presented.

REPORTS OR COMMENTS FROM COUNCIL MEMBERS

MAYOR'S FEBRUARY MONTHLY REPORT

There were no questions regarding the Mayor's report.

COUNCIL PRESIDENT'S FEBRUARY MONTHLY REPORT

There were no questions regarding the President's report.

Councilor Shein noted that he attended the St. Patrick's Day dinner at Eola Hills Winery recently. The food was prepared by Jeanette Sinclair, who is going to open a restaurant in downtown Dallas soon and it was outstanding. He added it will be a real asset to the City when it does open.

QUESTIONS OR COMMENTS FROM THE AUDIENCE

REPORTS OF SPECIAL COMMITTEES AND CITY OFFICER

RESOLUTION TO APPLY FOR THE LOCAL GOVERNMENT GRANT

City Manager Jerry Wyatt explained we are looking for Council approval to move forward on an Oregon Parks and Recreation Department grant application. The grant funding would be used to pay for bridge decking, landscaping, and fencing for a dog park. The area is already City property and is the part of Roger Jordan Community Park off of Miller Avenue. The proposed bridge would give access to the other park facilities. Staff feels we qualify for this grant, and we can use a match from the sewer fund using a siphon to take the sanitary sewer from one side of the creek to the other. DEQ discourages sewer lines running under the creek. This would allow us to abandon the sewer line that is currently under the creek and use utility funds to help with the cost of a bridge.

Councilor Shein asked where exactly the dog park would be located. Mayor Fairchild explained it would be near the community garden, with plenty of room for both the dog park and the community garden. Mayor Fairchild added the Park and Recreation Board has looked at this area and supports its use for a dog park.

Councilor Lawson asked if there would be sanitary issues with leaching of dog waste next to a consumer community garden. Mayor Fairchild explained that there is an adequate buffer zone so there would be no problem.

Councilor Dalton asked if the City would fence off the riparian zone. Mr. Wyatt

1 explained that the dog park would be fenced, so that would keep dogs out of the creek.
2 Mayor Fairchild added that we will need to meet all environmental standards.

3
4 **FIR VILLA ROAD ACCEPTANCE RESOLUTION**

5 Mr. Wyatt explained that SE Fir Villa Road was improved last construction season. We
6 had an agreement with Polk County that they would pay us \$75,000 for upgrades to the
7 portion of the road that was under county jurisdiction. They have paid us that fee, so
8 moving forward with that agreement, we are to take over the maintenance of that portion
9 of Fir Villa Road.

10
11 Councilor Shein asked if this would actually bring the land within the city. Mr. Wyatt
12 explained that the right-of-way is already the city's, but we are now assuming jurisdiction
13 of that right-of-way.

14
15 **COUNCIL GOALS REVIEW**

16 Mr. Wyatt explained that included in the agenda packet were the suggested Council goals
17 from the recent workshop. Mr. Wyatt asked the Council to let him know of any points of
18 clarification or modifications before finalizing them at the next Council meeting. Mr.
19 Wyatt then read through the list of one-year goals.

20
21 Councilor Woods asked to make sure it was understood that these goals are in no
22 particular order. Councilor Marshall noted that the current list of goals is impressive,
23 with action words and concrete goals as opposed to previous years' goals which were
24 more nebulous.

25
26 Councilor Dalton requested that we make it clear to the press that these are adopted goals,
27 not works in progress. Mr. Wyatt noted that he has talked with the Statesman Journal and
28 discussed that once we adopt the one-year goals, we would like them released to the
29 public, adding that the internal goals are not to be released. Councilor Dalton added that
30 we need to be careful to word released-to-the-public documents so they are user friendly
31 and in terms the public will understand.

32
33 Councilor Lawson asked if the goal under Community Development regarding the
34 Aquatic Center membership could be reworded to clarify that we mean annual prepaid
35 memberships, not total attendance.

36
37 Council President Woods clarified that in the past years the Council actually adopted a
38 final version of the goals. Mr. Wyatt confirmed they would be adopted at the next
39 Council meeting.

40
41 Mr. Wyatt pointed out the long-range objectives in the agenda packets. He recommended
42 the Councilors look at those and come back at a later date to address them. Mayor
43 Fairchild stated we would set up a workshop to discuss those at a later date.

44
45 **BILLS OF THE CITY FOR THE MONTH OF FEBRUARY**

46 There were no questions.

47
48 **OTHER**

49 Mr. Wyatt reported that the City is working with CH2M Hill to develop a Master Plan and scope
50 of work. Because CH2M Hill is not a firm with expertise in trail Master Plan development, they
51 have hired Greenworks to design that. The project is fully funded by a gift from CH2M Hill.

52
53 **PUBLIC HEARINGS**

54
55 **COMMUNICATIONS AND PETITIONS**

56 **RESOLUTIONS**

57
58 **Resolution No. 3147**

1 A Resolution establishing a schedule of rates for sewer service and repealing conflicting
2 Resolutions.

3
4 City Manager Wyatt explained a modification to Section 1(g) of the resolution in the packet
5 regarding septic tank dumping fees. Councilor Shein asked if the difference in the method of
6 calculation was due to a change in the law or our oversight. Assistant Public Works Director
7 Kenn Carter explained that we installed new equipment at the Wastewater Treatment Facility
8 that has a flow meter on it. The best way to bill is by the gallon, since there is often more than
9 one household in a load. Staff did survey other cities and picked a fee in the low to mid range
10 value and applied that. Councilor Lawson asked what the rate was previously. Mr. Wyatt stated
11 that the rate has not changed; the only difference since the last resolution is the way we calculate
12 it.

13
14 Council President Woods made a motion to adopt the resolution as amended. The motion was
15 duly seconded and CARRIED UNANIMOUSLY with Council President Ken Woods, Jr.,
16 Councilor Brian Dalton, Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor
17 David Shein voting YES.

18
19 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3147 to have PASSED
20 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,
21 Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor David Shein voting YES.

22
23 **Resolution No. 3148**

24
25 A Resolution establishing a schedule of fees to be paid for certain Public Works Department
26 services and permits; and for sanitary sewer and water connection; and repealing conflicting
27 resolutions.

28
29 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3148 to have PASSED
30 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,
31 Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor David Shein voting YES.

32
33 **Resolution No. 3149**

34
35 A Resolution of the City of Dallas authorizing a grant application under the Oregon Parks and
36 Recreation Department Local Government Grant Program for park improvements at Roger
37 Jordan Community Park.

38
39 City Manager Wyatt stated that this is the resolution they discussed earlier in the meeting and it
40 involves decking for the bridge across Rickreall Creek, and fencing and landscape improvements
41 for the dog park. Councilor Shein asked if the dollar amount was known, or if we would have to
42 wait until they approve it to see how much we will be awarded. Mr. Wyatt stated we are asking
43 for a large dollar amount, but would settle for \$75,000.

44
45 Councilor Dalton asked if Roger Jordan Community Park includes the area proposed for the dog
46 park. After discussion, it was determined that the area across the creek from the Aquatic Center
47 is part of Roger Jordan Community Park. City Attorney Lane Shetterly confirmed that if we call
48 the whole area Roger Jordan Community Park, then that will work for Oregon Parks and
49 Recreation Department.

50
51 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3149 to have PASSED
52 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,
53 Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor David Shein voting YES.

54
55 **Resolution No. 3150**

56
57 A Resolution requesting Polk County surrender jurisdiction of a portion of SE Fir Villa Road.
58

1 Council President Woods asked when the road would become ours. Mr. Wyatt replied that it
2 would become ours once the Resolution is adopted; the County has already passed a Resolution
3 agreeing to give us jurisdiction.
4

5 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3150 to have PASSED
6 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,
7 Councilor Jackie Lawson, Councilor Kevin Marshall, and Councilor David Shein voting YES.
8

9 **FIRST READING OF ORDINANCE**

10
11 Ordinance No. 1680: An Ordinance amending the Public Improvements chapter of the Dallas
12 City Code by adding new provisions thereto regarding trees.

13
14 City Manager Wyatt stated that the Council held a public hearing on this topic, noting this
15 ordinance also brings the City Code in line with the Tree City USA application requirements.
16

17 Councilor Dalton requested an editorial change to 3.720(1), changing root to roots. Council
18 President Woods clarified that in any subdivision, if someone wanted to plant a tree between the
19 sidewalk and curb, they would have to use a root guard. Mr. Wyatt confirmed that root guards
20 are currently required when planting street trees. Mayor Fairchild commented that the City may
21 want to advertise that requirement.
22

23 Mayor Fairchild declared Ordinance No. 1680 to have passed its first reading.
24

25 **SECOND READING OF ORDINANCE**

26
27 **OTHER BUSINESS**

28 Mayor Fairchild noted that following this meeting, the next meeting would be the Urban
29 Renewal Board of Directors meeting. After that meeting is adjourned there would be the
30 executive session of the Dallas City Council to consult with legal counsel to consider
31 information or records that are exempt by law from public inspection as authorized in ORS
32 192.660(2)(f).

33 There being no further business, the meeting adjourned at 8:07 p.m.

34 Read and approved this _____ day of _____ 2008.

35
36 _____
37 Mayor

38 ATTEST:

39 _____
40 City Manager

MEMORANDUM

Date: March 31, 2008
To: City Council Members
From: Mayor Fairchild
Re: March 2008 Activities

Meetings and activities attended representing the City:

March 3 7:30 p.m. – 9:30 p.m. City Council meeting.

March 4 5:00 p.m. – 6:30 p.m. Attended DHS Track crab feed fund raiser.

March 5 5:30 p.m.-8:00 p.m. Council goal-setting workshop.

March 6 10:00 a.m. to 10:30 a.m. – Aquatic Center publicity for new timing system.
3:00 p.m. to 4:00 p.m. – Met with City Manager Jerry Wyatt, Community Development Director-to-be Jason Locke, and State of Oregon Economic Revitalization Representative Marguerita Nabeta.

March 7 8:30 a.m. to 9:30 a.m. – Participated in ribbon cutting at Courtyard Coffeehouse and Deli.

March 8 Travel to National League of Cities conference in Washington D.C.

March 9 National League of Cities (NLC) conference
9:00 a.m. to 12:00 p.m. – NLC Community and Economic Development Policy Committee meeting.

March 10 NLC conference
With City Manager Jerry Wyatt, met with Senator Gordon Smith’s staff, Senator Ron Wyden’s staff, and Congresswoman Darlene Hooley’s staff.

March 11 NLC conference
7:30 a.m. to 8:45 a.m. – Community and Economic Development Steering Committee workshop
9:00 a.m. to 5:00 p.m. – General sessions and workshops

March 12 NLC conference
9:00a.m. to 10:00 a.m. – With Oregon delegation, met with Congresswoman Hooley.
Traveled home

March 17 11:00 a.m. to 12:00 p.m. – Participated in League of Oregon Cities Foundation Board of Directors teleconference.
12:00 p.m. to 1:00 p.m. – Attended Chamber of Commerce Forum.
7:30 p.m. – 9:30 p.m. City Council meeting.

March 18 3:30 p.m. to 5:30 p.m. – Council of Governments Board of Directors meeting in Salem.

March 19 12:00 p.m. to 1:00 p.m. – Sounds of Summer Selection Committee meeting.

March 21 8:00 a.m. to 9:00 a.m. – West Valley Hospital Foundation Gala Planning Committee.

10:00 a.m. to 12:00 p.m. – LOC Conference Planning Committee in Salem.

March 22 6:00 p.m. to 8:00 p.m. - Participated as a judge at the Dallas High School Mr. Dallas Contest fundraiser for Doernbecher Children's Hospital.

March 24 4:00 p.m. to 6:00 p.m. – Council Administration and Public Safety Committee meetings.

March 28 7:00 a.m. to 8:00 a.m. – Polk County Mayors/Managers/Commissioners monthly breakfast.
1:00 p.m. to 2:00 p.m. – Attended Polk County Home and Garden show.

JF:eg

MEETING AGENDA

ADMINISTRATIVE COMMITTEE

Monday, March 24, 2008

4:00 p.m.

Kevin Marshall, Chair
Brian Dalton
David Shein
LaVonne Wilson
Ken Woods, Jr.

1. Discussion concerning ambulance rates.

Recommend increasing ambulance rates 25% and directing the City Attorney to prepare a resolution.

2. Discussion concerning Enterprise Zone Authorization Application.

3. Discussion concerning new taxicab application.

The application will be reviewed at the Council meeting.

4. Discussion concerning Senior Center bond issue.

Recommend Council set date for Workshop to review bond issues.

5. Assistant City Manager's Report

6. Finance Director's Report.

7. Other

8. Adjourn

Members Present: Chair Kevin Marshall, Brian Dalton, David Shein, LaVonne Wilson, and Ken Woods, Jr.

Also Present: Mayor Jim Fairchild, City Manager Jerry Wyatt, City Attorney Lane Shetterly, Assistant City Manager Kim Marr, Finance Director Marcia Baragary, Fire Chief Bill Hahn, and Recording Secretary Emily Gagner.

Visitors: Carl Sherwood and Jerry Wenstrom.

Chair Kevin Marshall called the meeting to order at 5:14 p.m.

Discussion Concerning Ambulance Rates

Mr. Wyatt advised that staff has been reviewing the ambulance budget and noted that our rates are low. Finance Director Marcia Baragary noted that staff did a rate comparison with many other cities in Oregon to help determine an appropriate rate increase. Staff is recommending a 25% increase, which is shown in the packet. If the Council feels that is too high of an increase, she also included rates for a 20% increase. Ms Baragary added that the increase would net us a projected annual revenue increase of \$46,800.

Councilor Woods asked about FireMed. After further discussion, it was determined that the City would look into offering open enrollment more than one time per year. It was also determined that the City should promote FireMed more. Mr. Wyatt asked City Attorney Lane Shetterly to look into the legality of the FireMed offerings, whether it is regulated like insurance.

Councilor Wilson moved to present the 25% increase in ambulance rates to the City Council and to have the Council have a resolution prepared. The motion was duly seconded and carried unanimously.

Discussion concerning Enterprise Zone Authorization Application

Mr. Wyatt explained that there has been an expansion of an industrial business. Mak Metals is looking at adding a building and 10 employees. The Enterprise Zone Authorization Application has already gone to Polk County and been approved.

Discussion concerning new taxicab application

Mr. Wyatt explained to the Committee that the City Manager gets the initial application for these. The Police Department has done the background check and it has come back clean. The Council looks at how they operate, the hours of operation, and service level, and then approves the license on an annual basis. The license cannot be transferred or sold. The Council can, at any time, suspend or revoke the license. There are also restrictions regarding advertising on the cab, light bars, etc. Mr. Wyatt added that from the committee, the application goes to the Council, and the owner will be at the Council meeting to answer any questions about such things as insurance, and to clarify whether the applicant is Ms Short, or Absolute Cab and Courier.

Councilor Woods explained for the record that he is not the taxicab applicant's insurance agent.

Discussion concerning Senior Center bond issue

Mr. Wyatt introduced Carl Sherwood who reviewed the senior center bond measure proposal. Mr. Sherwood noted the packet they had was a recap of the entire study process, explaining how things got to

1 where they were. Mr. Wyatt added that it is important to know this is a conceptual plan as to the layout
2 and we can still move things within the footprint.

3 Councilor Shein asked how frozen the exterior plan is. Councilor Dalton stated he hoped we could do
4 much better than this. He stated he would like to see more natural materials on the outside, given the
5 park-like setting, adding a good drawing will make it easier to sell the bond. Councilor Shein added that
6 it is important that the building looks good because it is on a heavily traveled street. Mr. Sherwood noted
7 that the study was for a conceptual design study only. As such, the primary goal was to define the para-
8 meters of the project; now the Council can hire the architect to do the actual design. Mr. Sherwood em-
9 phasized that the internal arrangement is fluid at this point; if the building shell is acceptable, the interior
10 could be redesigned over and over.

11 Councilor Wilson asked if there was any thought given to solar issues. Mr. Sherwood noted the building
12 has good southern exposure, adding the high windows also provide good day lighting inside.

13 Jerry Wenstrom, a member of the Dallas Seniors, noted that they have met and looked at the conceptual
14 design. He did note two things the Seniors would like to suggest. The first is to add square footage to the
15 kitchen by bumping the mechanical and storage rooms flush with the rest of the wall and using the addi-
16 tional room for the kitchen. He explained that the kitchen looks large, but the goal is to lease out the
17 space for wedding receptions, so they need a bigger kitchen. The second suggestion was the flip-flop the
18 whole front-end of the building so the restrooms would be near where the people would be. Councilor
19 Shein asked if they wanted to only add square footage or equipment as well. Mr. Wenstrom stated they
20 would probably like more equipment as well as space.

21 Mr. Wyatt noted that staff would give a report before the full Council, when we would plan a workshop to
22 review this and the Fire Station issues.

23 **Assistant City Manager's Report**

24 Assistant City Manager Kim Marr discussed her report. Mayor Fairchild added that he has had three calls
25 regarding the survey and everyone was favorable.

26 **Finance Director's Report**

27 Finance Director Marcia Baragary reviewed her report. There was discussion about the transient lodging
28 tax, which goes into effect April 1.

29 **Other**

30 Mr. Wyatt advised that the City is working with ADT to install panic buttons at the front desk and upstairs
31 for staff. Deputy Police Chief Simpson has drafted procedures for staff to follow in conjunction with the
32 panic buttons. Mr. Wyatt explained that the button would go through the 911 operator, but notification
33 would go immediately to the Police Department. Ms Baragary explained that staff is very happy, because
34 security is an issue.

35 **Other**

36 There was no other business and the meeting was adjourned at 5:54 p.m.

MEETING AGENDA

ADMINISTRATIVE COMMITTEE

Monday, March 24, 2008

4:00 p.m.

Kevin Marshall, Chair
Brian Dalton
David Shein
LaVonne Wilson
Ken Woods, Jr.

1. Discussion concerning ambulance rates.
2. Discussion concerning Enterprise Zone Authorization Application.
3. Discussion concerning new taxicab application.
4. Discussion concerning Senior Center bond issue.
5. Assistant City Manager's Report
6. Finance Director's Report.
7. Other
8. Adjourn

MEMORANDUM

To: Jerry Wyatt

From: Marcia Baragary

Date: March 17, 2008

Re: Ambulance Rates

At your request, I have reviewed the City of Dallas ambulance rates and the schedule of rate comparison provided by the Ambulance Department. Per the schedule, Dallas rates are currently well below both the average and the median rates of the other ambulance services included in the comparison. Dallas ambulance rates have not been increased since January 2006.

Please see the attached schedule for the rates and revenue that would result from both a 20% and a 25% increase. As you know, Medicare and Medicaid reimbursements account for approximately 70% of our transports and will not be affected by an increase in our rates. The other 30% of transports are private pay and approximately 20% of the billing for those patients is uncollectible. This limits the additional revenue that will result from the rate increase.

Please let me know if you have any questions.

**CITY OF DALLAS
 PROPOSED AMBULANCE RATES
 March 24, 2008**

	<u>Current Rate</u>	<u>20% Increase</u>	<u>25% Increase</u>	<u>Average Rate</u>	<u>Median Rate</u>
<u>RESIDENT RATES:</u>					
ALS 2 Emergency	\$715	\$858	\$894	\$902.76	\$880.00
ALS 1 Emergency	\$715	\$858	\$894	\$883.53	\$854.63
ALS 1 Non-Emergency	\$715	\$858	\$894	\$885.07	\$837.00
BLS Emergency	\$570	\$684	\$712	\$783.17	\$775.00
BLS Non-Emergency	\$570	\$684	\$712	\$735.81	\$772.00
Evaluation & Treatment (No Transport)	\$360	\$432	\$450	\$418	\$385
<u>NON-RESIDENT RATES:</u>					
ALS	\$830	\$996	\$1,038		
BLS	\$715	\$858	\$894		
Projected Annual Revenue Increase		\$37,440	\$46,800		
Included in 2008-09 Ambulance Revenue Budget as of 3/24/08			\$45,000		

COMPLETE COPIES OF THE DALLAS SENIOR CENTER CONCEPT DESIGN STUDY
ARE AVAILABLE AT THE CITY MANAGER'S OFFICE IN DALLAS CITY HALL.

Dallas Senior Center Dallas, Oregon

CONCEPT DESIGN STUDY



||

September 2007
(Updated March 2008)

Concept Design – Project Budget

The following is a summary of costs estimated for both the proposed Dallas Senior Center. Cost figures are based on a range of average costs that can be expected for a building of this type. Direct construction costs are the major portion of the overall project cost, but there are others to consider as well. These include the cost of design and engineering, furnishings and equipment, surveying and testing and the cost of permits. In addition the budget must include contingencies for construction, and the anticipated cost of inflation to time of bid. These other costs generally run about 20% of the cost of construction.

Proposed Project Budget

September 2007

	Low Range	High Range
<u>Construction Costs</u>		
Demolition/Earthwork/Fill for Flood Plain	\$ 25,000	\$ 35,000
Site Improvements/Fencing/Landscaping	40,000	55,000
Parking and Driveways	75,000	100,000
Extend Site Utilities/Lighting	50,000	65,000
Senior Center Building @ \$170/sf	<u>1,410,000</u>	
Senior Center Building @ \$200/sf		<u>1,660,000</u>
Subtotal	1,600,000	1,915,000
Design/Construction Contingency @10%	<u>160,000</u>	<u>191,500</u>
Direct Construction Subtotal (2007 \$\$)	\$ 1,760,000	\$ 2,106,500
Inflation Contingency @ 5% per year	<u>88,000</u>	<u>105,300</u>
Total Direct Construction Estimate	\$ 1,848,000	\$ 2,211,800
<u>Other Costs @ 20%</u>	369,600	442,400
Furnishings and Equipment Allowance		
Design and Engineering Fees		
Construction Permits/Fees		
Bond Costs		
City Project Management Costs		
Geotechnical Report/Survey Fees		
Construction Materials Testing		
Other		
Total Recommended Project Budget	\$ 2,217,600	\$ 2,654,200

Concept Design – Project Budget Update (March 2008)

As of March 2008 the City of Dallas is considering the potential of placing the Dallas Senior Center on the November 2008 ballot for approval to sell bonds for a portion of the funding required for its construction. Given this time frame the most likely scenario for having the project ready to bid would be the Spring of 2009. This is a half-year beyond the time covered by the first project budget and includes the better part of an additional bidding season, thus the following revised budget is recommended, adding an additional 4% inflation allowance.

Proposed Project Budget

September 2007 (Inflation Update March 2008)

	Low Range	High Range
<u>Construction Costs</u>		
Demolition/Earthwork/Fill for Flood Plain	\$ 25,000	\$ 35,000
Site Improvements/Fencing/Landscaping	40,000	55,000
Parking and Driveways	75,000	100,000
Extend Site Utilities/Lighting	50,000	65,000
Senior Center Building @ \$170/sf	<u>1,410,000</u>	
Senior Center Building @ \$200/sf		<u>1,660,000</u>
Subtotal	1,600,000	1,915,000
Design/Construction Contingency @10%	<u>160,000</u>	<u>191,500</u>
Direct Construction Subtotal (2007 \$\$)	\$ 1,760,000	\$ 2,106,500
Inflation Contingency @ 5% per year (First year to September 2008)	88,000	105,300
Added Inflation Contingency @ 4% (Assumes November '08 Bond Election, and Bidding in Late Spring/Early Summer '09)	74,000	88,500
Total Direct Construction Estimate	\$ 1,922,000	\$ 2,289,300
<u>Other Costs @ 20%</u>	384,400	457,800
Furnishings and Equipment Allowance		
Design and Engineering Fees		
Construction Permits/Fees		
Bond Costs		
City Project Management Costs		
Geotechnical Report/Survey Fees		
Construction Materials Testing		
Other		
Total Recommended Project Budget	\$ 2,306,400	\$ 2,747,100

MEMORANDUM

To: Jerry Wyatt, City Manager
From: Kim Marr, Assistant City Manager
Date: March 21, 2008
Re: Administrative Committee

New Hires

Jennifer Croll has been hired as the new Community Services Officer for property and evidence, court bailiff and community liaison. She will be working 30 hours per week. Jennifer began on February 25th.

Jason Locke has been hired as the new Community Development Director and will begin his first day on March 24th.

Reily Catto and Gianluca Castigliola have been hired as part time lifeguards at the Aquatic Center. They began the first part of March. Arwin Rhodes was rehired at the Aquatic Center as a Water Safety Instructor.

Stephanie Nelson has been hired as a part time paramedic for the Ambulance Department. She began on March 6th.

Three part time Aquatic staff have resigned due to college or another job. A couple of staff have requested LOA.

Advertising for Reference Librarian II

Advertisement for the Reference Librarian II closed on February 20, 2008. We received 19 applications. This position has been put on hold until further notice from the City Manager regarding funding.

Personnel Rules/Administrative Rules

The revised Personnel Rules and Administrative Rules have been completed, reviewed by the City Attorney, and distributed to all personnel.

City Survey

The City survey is currently being conducted by Northwest Survey & Data Services.

Personnel Issues

Working with the City Manager on various issues regarding personnel.

MEMORANDUM

To: Jerry Wyatt

From: Marcia Baragary

Date: March 24, 2008

Re: Administrative Committee

- I. ADP payroll checks were issued in January and February; a few issues to resolve but on schedule for March
- II. Working with City Manager and Department Heads on 2008-09 budget; present at Budget Committee meeting April 21st
- III. Harris conversion of Budget software deferred until all ADP issues resolved
- IV. Setting up procedure for Transient Lodging Tax effective April 1, 2008
- V. Questions from Committee

MEETING AGENDA

PUBLIC SAFETY COMMITTEE

Monday, March 24, 2008

4:00 p.m.

David Shein, Chair
Brian Dalton
Kevin Marshall
LaVonne Wilson
Ken Woods, Jr.

1. Update on Southwest Polk County Rural Fire Protection District (SWPCRFPD) contract.
2. Discussion concerning Fire Bond issue.

[Recommend Council set date for Workshop to discuss bond issues](#)

3. Police Chief's report.
4. Fire Chief's report.
5. Other
6. Adjourn

1
2
3 Members Present: Chair David Shein, Brian Dalton, Kevin Marshall, LaVonne Wilson, and
4 Ken Woods, Jr.

5 Also Present: Mayor Jim Fairchild, City Manager Jerry Wyatt, City Attorney Lane Shetterly,
6 Assistant City Manager Kim Marr, Fire Chief Bill Hahn, Deputy Police Chief Tom Simpson,
7 Finance Director Marcia Baragary, and Recording Secretary Emily Gagner.

8 Visitors: Carl Sherwood and Jerry Wenstrom.

9 Chair David Shein called the meeting to order at 4:03 p.m.

10 **Update on Southwest Polk County Rural Fire Protection District (SWPCRFPD) con-**
11 **tract**

12 Mr. Wyatt explained that our current contract with Southwest Polk County Rural Fire Protec-
13 tion District expires next year, and the City is looking to increase the contract. They currently
14 pay us 30% for services rendered, and we would like to negotiate that to 35%.

15 Fire Chief Bill Hahn noted that SWPCRFPD currently pays 33% of the Fire Chief's salary,
16 10% of Fire Inspector's salary, 25% of the Training Officer's salary, and 15% of the Volun-
17 teer Coordinator's salary. The contract also covers 30% of certain items, such as supplies,
18 training, communications, etc. SW Polk Rural Fire is looking at a four-year levy for opera-
19 tions in November, so the City is discussing the possibility of raising the percentages to get
20 closer to a 50/50 split at some point.

21 Councilor Marshall asked for clarification of the variety of percentages, and questioned why
22 only 5 staff positions were covered. Fire Chief Hahn explained that just the 5 paid staff
23 members are covered, and the staff is allocated to the rural district based on the portion of
24 their job that is spent on rural fire issues.

25 **Discussion concerning Fire Bond issue**

26 Mr. Wyatt stated that Carl Sherwood has been working on conceptual plans for the Fire Sta-
27 tion & new Fire Training Facility upgrades. He noted that the Committee should recommend
28 to the full Council that we hold a workshop to review the conceptual plans. Mr. Wyatt ex-
29 plained the bond resolution is not needed until August, so there is time to work through mar-
30 keting and advertising issues. City Attorney Lane Shetterly added that the resolution in Au-
31 gust would be the formal resolution with the amount and title of the bond.

32 Carl Sherwood reviewed the "Concept Master Plan Update" report for the Fire Station. He
33 explained that this has been under study since 2002, and some of the original components
34 have been modified since that time. He then reviewed the areas of the current structure that
35 would be remodeled, and discussed the additions to the current structure. Additions would
36 include a 2-story addition to the southeast side of the building, tied in to both floors, which

1 would include an elevator. A second addition would be to the west side of the building and
2 would provide a safer place for turnout equipment. The third addition would add a display
3 room for historic equipment.

4 Mr. Sherwood reviewed other improvements included in the budget items, including replac-
5 ing all the roll-up garage doors, the gas heaters, and existing perimeter windows to improve
6 energy efficiency and function. In addition, the current fire system would be replaced to meet
7 code for the larger meeting room. Mr. Sherwood also reviewed the landscaping requirements.

8 Mr. Sherwood explained that the budget includes a 23% increase in the cost of construction
9 since the 2004 estimates. The budget also includes another year's worth of inflation in costs,
10 because we will need to wait for the November election to find out if the bond is approved,
11 which will push construction out until next spring. The total estimated cost of the Fire Station
12 renovations is just over \$3.3 million.

13 Councilor Woods asked why the costs to demo the old house is not included. Mr. Wyatt ex-
14 plained that we may move the house to the training facility, or could sell the house to be
15 moved to another location.

16 Councilor Dalton asked if Mr. Sherwood had looked into solar options, adding that the Coun-
17 cil may want to look at that as an option to save money in the long run. Councilor Wilson
18 agreed that solar was a good idea. She stated that she would like to have those added to the
19 concept design so that it could be emphasized in the advertising. Mr. Wyatt added that he has
20 contacted the Department of Energy to see if there are any grants available to make the build-
21 ing more energy efficient. Councilor Marshall asked if there was grant money available to
22 convert public buildings to solar power. Mr. Sherwood commented that there are, and they
23 are usually administered through the local utility providers.

24 Councilor Dalton explained to Mr. Sherwood that Greenworks has been hired to work on a
25 downtown streetscape design, including color schemes, fonts for signs, etc. He recommended
26 Mr. Sherwood contact them so that the fire building design conforms to the downtown design.

27 Mr. Sherwood handed out the Concept Design for the Fire Training Facility and reviewed it.
28 He noted that the existing site has access through the Bus Barn site to the east, and the pro-
29 posal would extend the facility all the way to Uglow Avenue on the west, adding that much of
30 the cost of the facility is inherent in developing an undeveloped site.

31 Mr. Sherwood noted that 90% of the site is in the 100-year flood plan, and a small portion is
32 in the floodway of Ash Creek. Mr. Sherwood noted some assumptions that were made in
33 budgeting. All building pads and paved areas would be constructed on structural fill and all
34 buildings would have power. All areas would accommodate fire trucks. Storm water runoff
35 would drain to the landscaped areas to allow for on-site filtration. The sanitary system will go
36 through the Bus Barn site through an existing private easement if possible and a sanitary lift
37 station may be needed. There is the ability to discharge the storm system to the sanitary sys-
38 tem if doing a burn, to keep fire fighting chemicals out of the storm system.

1 Councilor Woods asked why there was no attempt to reclaim the excess water. Mr. Sherwood
2 explained that there is a concern with reused water that it must be very clean since it will be
3 running through expensive equipment.

4 Mr. Sherwood then reviewed the components of the Fire Training Facility.

5 The Training Shed is a large covered area for training any time of the year. It would probably
6 be a pre-engineered steel building, but with an asphalt shingled roof to be able to support fire-
7 fighters' weight during training. It would be an open-sided structure.

8 The Commercial Building would be included in the collection of buildings around the cul-de-
9 sac. It would replicate a single-story, downtown building, of lightweight wood construction.
10 There would be no ventilation systems, and minimal wiring.

11 There are two Residential Buildings. One single story structure would have spaces sized to
12 resemble a home, including bathroom, kitchen, and bedroom sized spaces. The other struc-
13 ture would be a two-story structure with an internal stair the firefighters would have to nego-
14 tiate. This second home could be replaced by the current Ambulance Office building as dis-
15 cussed before.

16 There would be three Debrief Shelters, which would be lean-to type structures in which the
17 firefighters could retreat in inclement weather.

18 The construction would include a new restroom building, which would replace the one porta-
19 ble toilet currently there. Mr. Sherwood also pointed out the proposed classroom/office build-
20 ing, which would be a year-round heated building of simple construction.

21 Mr. Sherwood then reviewed the budget numbers, noting that paving and base rock have gone
22 up nearly \$100,000. The estimated cost of the Fire Training Facility would be \$3,784,000.

23 Councilor Woods asked if smoke from the training facility would bother the neighbors. Fire
24 Chief Hahn noted that the smoke they use is synthetic, so it will not cause illness.

25 Councilor Dalton asked how many acres the site was. Mr. Wyatt explained that Weyerhaeu-
26 ser owns the property and he has already talked with them about it. We would probably lease
27 it through a low-cost, 100-year lease. Mr. Sherwood noted that the total acreage is 4.93.

28 Councilor Marshall asked how this comprehensive facility compares to other communities.
29 Fire Chief Hahn explained that other communities have similar training facilities, but for the
30 size of Dallas, it is a little more than comparables. However, the City is looking at this station
31 and these training facilities being used for many years to come. Councilor Wilson asked if
32 other communities would utilize the training facilities as well. Fire Chief Hahn stated he has
33 already talked to Polk District 1 and they would like to participate with the City. He added
34 that with the classroom facilities, we could host different training programs through the De-
35 partment of Safety, for which we could charge a fee.

1 Councilor Dalton noted that the new costs for more natural gas, electricity, storm water man-
2 agement, roof replacement, etc. will be considerable. He asked how that impacts the general
3 fund given the current status. Mr. Wyatt noted that is where the City will need to look at
4 energy efficiency and how that impacts the maintenance budgets.

5 Fire Chief Hahn added that it is likely that DEQ will be eliminating fire departments being
6 able to do burn-to-learns, so this new facility will give us the opportunity to train new fire-
7 fighters. Currently, the closest facilities are in south Salem or Brooks. Volunteers who need
8 training currently have to travel there, which cuts down on training time, plus it removes
9 equipment from service in the event of an emergency.

10 Councilor Woods noted that Southwest Polk County Rural Fire Protection District would
11 benefit tremendously from these facilities and asked how they would contribute to the facility.
12 Fire Chief Hahn noted that he has discussed it with the Chairman and if they get their opera-
13 tional levy, they will pay more for maintenance and participation at the site.

14 Councilor Wilson asked how many hours per week the facility would be used. Fire Chief
15 Hahn noted that the department currently drills for three hours on Wednesday and two hours
16 on Thursday. The extrication team also trains on Monday nights.

17 Councilor Dalton asked if Mr. Sherwood had looked at phasing in the design. Mr. Sherwood
18 noted that was why he gave a break down for each of the components. City Attorney Shetter-
19 ly clarified that we may need to phase the bonds if we phased construction. Councilor Wilson
20 asked how phasing would affect the current design. Mr. Sherwood explained that much of the
21 infrastructure, such as electrical, storm, and sewer, would need to go into the first phase.

22 Mayor Fairchild asked Deputy Police Chief Tom Simpson if the police would use the training
23 facility. Deputy Police Chief Simpson noted that would be possible, as the residences pro-
24 posed are similar to those at the Police Academy.

25 Chair Shein clarified that the Committee wanted staff to bring this to the full Council to dis-
26 cuss it in a workshop on both the Fire Training Facility and the Fire Station improvements.

27 **Police Chief's Report**

28

29 Deputy Police Chief Simpson reviewed the Police Chief's report. There were no questions or
30 comments.

31

32 **Fire Department and Ambulance Service Report**

33

34 Fire Chief Hahn reviewed his report. There were no questions or comments.

35 **Other**

36 There being no further business the meeting was adjourned at 5:13 p.m.

MEETING AGENDA

PUBLIC SAFETY COMMITTEE

Monday, March 24, 2008

4:00 p.m.

David Shein, Chair
Brian Dalton
Kevin Marshall
LaVonne Wilson
Ken Woods, Jr.

1. Update on Southwest Polk County Rural Fire Protection District (SWPCRFPD) contract.
2. Discussion concerning Fire Bond issue.
3. Police Chief's report.
4. Fire Chief's report.
5. Other
6. Adjourn

TO: JERRY WYATT, CITY MANAGER
FROM: JIM HARPER, CHIEF OF POLICE
DATE: MARCH 24, 2008
SUBJECT: SAFETY COMMITTEE REPORT

Items from the Police Department:

I. Budget Preparation & Presentation

Completed budget presentation and review for 08-09 Budget Year with City Manager in anticipation of upcoming budget committee meeting.

II. Department Training

Officer Rodney Dunham - Digital Camera Training

Officer Colby Hamilton - Legal Updates

Chief Harper & Deputy Chief Simpson attended NW Management Conference in Portland. (excellent conference)

Reserve Academy – Firearms at Dallas Range: March 8 & 15

III. Updates

High activity levels each week yielding over 100 incidents.

The City of Dallas Fire and EMS Public Safety Report For March 24, 2008

Fire Department:

Personnel:

Dallas members taught an automobile extrication class for the Department Public Safety Standards and Trainings Winter Fire School. A number of our members also attended classes provided during this weekend.

Work continues by the staff and management team to develop a plan for station upgrades including an addition, two medic units, and training grounds.

City Manger Wyatt and Fire Chief Hahn continue to work with Board Chairman Watson to secure the budget agreement for the rural contract.

The annual Banquet was held on February 9; members were honored for their service.

Fire Training Update:

Training Officer Darland is working with landowners on N. Fir Villa Rd. to conduct a possible burn to learn. Structures for practice burns are becoming harder to acquire for training.

Members from Dallas and Rickreall participated in a 24-hour drill on March 1, 2008. This is the fourth such drill that has occurred and continues to receive very favorable reviews from those involved.

Extrication team members are beginning to train for two upcoming events that will occur in June and July.

Fire Association:

The Association donated a "Birthday at the Fire Station" for the Dallas Booster Auction, which netted over \$450 for the Booster Club. This has become an item that increases each year in value for the auction.

S.W. Rural, Rickreall station would like to invite you to join them for their Annual Pancake Breakfast on Sunday, May 4 at the Rickreall Fire Station.

Emergency Operations:

With an increase in cold weather this year, more people have had to burn some wet unseasoned wood, which has resulted in more chimney fire than normal.

Emergency Medical Service:

Activity:

Last year's trends continue with our medical responses being up approximately 10 percent over last year at this time.

Equipment:

Our new Zoll Monitor-defibrillators have been placed into service and within thirty minutes were put to the test when an individual suffered a cardiac arrest in Falls City.

We continue to wait for Hughes Equipment to provide us with a final proposal so a new medic unit can be placed on the assembly line for us. It would appear we are just waiting for the graphics to be completed. At this pace it will be sometime in October before a new unit will arrive.

CITY OF DALLAS

TO: Mayor Jim Fairchild and Council Members
FROM: Jerry Wyatt, City Manager
DATE: April 2, 2008
SUBJECT: Update on the Aquifer Storage Recovery Project

At the City Council meeting there will be a presentation by CH2M Hill to the City Council. The purpose of the presentation is to update the Council on the status and condition of the current ASR project.

CITY OF DALLAS

TO: Mayor Jim Fairchild and Council Members
FROM: Jerry Wyatt, City Manager
DATE: April 2, 2008
SUBJECT: Adoption of the 2008/09 Council Goals

Enclosed in the packet are the proposed 2008/09 City Council Goals. The Goals are ready for the Council's consideration for adoption.

2008 / 2009
One Year Council Goals for Adoption
April 7, 2008

ADMINISTRATION

- Implement a formal public involvement policy
- Prepare and seek voter approval for a bond levy to construct a senior center at the specific location with final design elements and seek additional funding sources for a new senior center

COMMUNITY DEVELOPMENT

- Recruit businesses and activities related to the Winery industry
- Complete the Urban Renewal District conceptual design
- Adopt a Dark Sky Ordinance to reduce light pollution on public and private property
- Increase the Aquatic Center annual membership program participation by 50%
- Adopt the Transportation System Plan

PUBLIC WORKS

- Develop a Citywide water conservation and reuse program
- Investigate the feasibility of using reclaimed water from the City's waste water treatment plant to irrigate City Parks and/or other recreational use areas
- Continue the City's sidewalk safety program, including use of the recently acquired sidewalk-grinding machine to assist property owners with sidewalk maintenance
- Develop a detailed, comprehensive trail plan for Rickreall Creek, including trail alignment and width, landscaping, signage and lighting
- Complete the construction of a dog park

PUBLIC SAFETY

- Address the Ambulance department budget short fall
- Prepare and seek voter approval for a bond levy to rehab the Fire station, improve the fire training facility and purchase 2 ambulances

CITY OF DALLAS

TO: Mayor Jim Fairchild and Council Members
FROM: Jerry Wyatt, City Manager
DATE: April 2, 2008
SUBJECT: Arbor Day Celebration, April 25

As you know the Dallas Arbor Day is being celebrated at the Arboretum and at the Main Street entrance of the Rickreall Creek Park Trail on April 25.



Celebrate Arbor Day

Dallas City Council
&
The Parks and Recreation Board

*Invite you to join us
in the Celebration of
Arbor Day*

Friday, April 25, 2008

11:00 a.m. TREE PLANTING

**Main Street Entrance of the
Rickreall Creek Park Trail
(Next to Arctic Circle)**



City of Dallas
187 SE Main Street
Dallas, Oregon 97338
503-623-2338

CITY OF DALLAS

TO: Mayor Jim Fairchild and Council Members
FROM: Jerry Wyatt, City Manager
DATE: April 2, 2008
SUBJECT: Update on the status of 360 SE Mill Street property

City staff has continued to monitor the situation at 360 SE Mill Street. Since 2002, five nuisance cases have been generated on the property, from trash and debris to the storage of material outside. Currently the property appearance is questionable and the staff has been in contact with the property owner, who has renewed his building permit. Work is to begin in April and the staff will continue to monitor the property to improve the overall appearance of the house and property.

COMMUNITY DEVELOPMENT

City Manager Jerry Wyatt

Director Jason Locke

Secretary Patti Senger

Building & Grounds Ken Stoller

Building Official Ted Cuno

Building Inspectors

Ken Frederic Troy Skinner

Commercial Area Redevelopment Manager/Planner

John Swanson

Industrial Area Redevelopment Manager

Kevin Watson

February 2008 Monthly Report

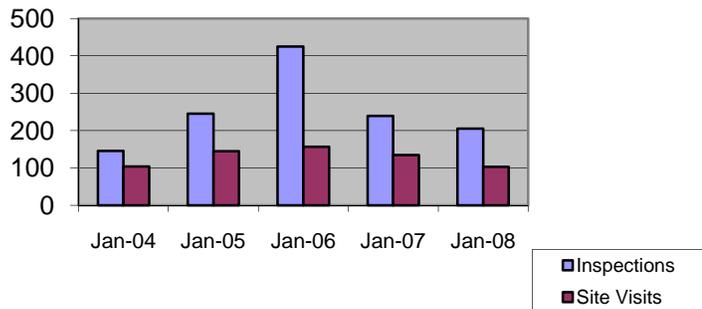
LAND USE APPLICATIONS

	Signs	Home Occupations	Conditional Uses	Variances	Partitions/ Replats	Subdivisions	Street Plans	Annexations	Zone Changes
Feb-08	0	0	0	0	0	0	0	0	0
YTD 2008	0	1	0	1	0	0	0	0	0
Feb-07	0	0	0	0	1	0	0	0	2
Total 2007	15	5	5	19	9	4	0	1	7

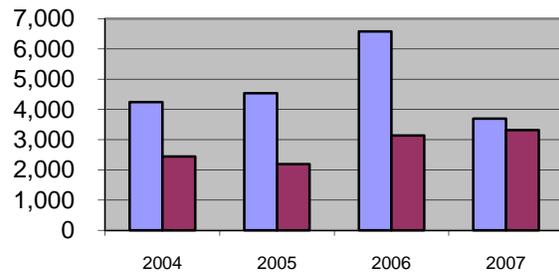
INSPECTIONS AND SITE VISITS

February Inspections: 205 Site Visits: 294	Year to Date Inspections: 410 Site Visits: 397
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**Inspections and Site Visits
Historically in January**



**Inspections and Site Visits
Annually**



BUILDING PERMIT SUMMARY

Permit Use	February 2008	February 2007	YTD Total 2008	Annual Total 2007	YTD Valuation 2008	Annual Valuation 2007
New Single Family	0	7	2	71	\$2,150,845	\$27,817,118
New Duplexes	1	0	1	0	257,647	1,014,008
New Multifamily	0	1	0	1	0	7,252,179
Residential Remodel	13	2	21	47	459,423	1,179,230
Residential Accessory Bldg.	0	0	0	21	0	242,455
New Commercial	0	0	1	12	144,135	183,242
Commercial Remodel	0	0	4	34	120,200	1,560,685
New Industrial	0	0	0	0	0	0
Industrial Remodel	0	0	0	0	0	67,323
Public Bldg.	0	2	0	10	0	59,440
Mobile Home Accessory	0	0	0	1	0	9,136
Misc. / No Fee Permits	0	0	0	0	0	0
Total All Categories	14	12	29	197	\$3,132,250	\$39,384,816

DALLAS AQUATIC CENTER

City Manager Jerry Wyatt
Community Development Director Jason Locke

Supervisor Tina Paul

February 2008 Monthly Report

ACTIVITIES

February	2008		2007		2006		2005	
Item	Units	Net Sales	Units	Net Sales	Units	Net Sales	Units	Net Sales
Admission	4,420	\$ 11,553	4,953	\$ 15,156	5,584	\$ 13,183	4,059	\$ 11,718
Annual Membership Passes	21	\$ 4,811	23	\$ 5,728	9	\$ 3,600	13	\$ 5,287
Annual Pass W Ex	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Coupon Books (All types)	34	\$ 2,028	49	\$ 3,099	45	\$ 2,908	42	\$ 2,527
Water Aerobic Passes	34	\$ 1,790	49	\$ 2,165	34	\$ 1,637	36	\$ 1,754
Gift Certificates	-	\$ -	4	\$ 138	9	\$ 160	3	\$ -
Pro Shop	156	\$ 1,408	204	\$ 1,546	153	\$ 1,179	172	\$ 1,594
Concessions	2,910	\$ 2,849	2,408	\$ 2,429	2,288	\$ 2,134	2,053	\$ 1,864
Pass Redemption	613	\$ -	638	\$ -	598	\$ -	738	\$ -
Middle School	-	\$ -	-	\$ -	101	\$ 2,520	28	\$ 560
Special Events	1	\$ 1	14	\$ 0	-	\$ -	-	\$ -
Total Net Sales		\$ 24,440		\$ 30,261		\$ 27,321		\$ 25,304
Difference:		\$ (5,821)						

CLOSED FOR BOILER REPAIR

Dates: Saturday, February 9, 2008 through Thursday, February 15 - Total 6 Days

COSTS:

LOST INCOME: \$ 7,200.00
COST OF REPAIR: \$ 23,887.03
\$ 31,087.03

SAVINGS:

SALARIES: \$ 3,975.00
NW NATURAL GAS: \$ 1,900.00
PACIFIC POWER \$ 1,580.00
\$ 7,455.00

Net Cost of Repair: \$23,632.03

FISCAL YEAR NET SALES

	2008	2007	2006	2005	2004	2003
July	-	\$ 45,789	\$ 40,745	\$ 36,149	\$ 39,272	\$ 32,626
August	-	\$ 37,366	\$ 34,487	\$ 36,455	\$ 34,704	26,093
September	-	\$ 20,160	\$ 23,429	\$ 20,497	\$ 17,603	9,161
October		\$ 22,258	\$ 20,678	\$ 19,655	\$ 19,303	17,941
November		\$ 22,679	\$ 19,957	\$ 17,332	\$ 17,235	18,419
December		\$ 22,906	\$ 27,189	\$ 16,804	\$ 19,271	13,718
	2009	2008	2007	2006	2005	2004
January		\$ 37,752	\$ 29,407	\$ 26,019	\$ 25,551	19,224
February		\$ 24,440	\$ 30,277	\$ 27,321	\$ 25,304	22,533
March		\$ -	\$ 43,156	\$ 30,594	\$ 32,541	29,149
April		\$ -	\$ 26,709	\$ 27,095	\$ 26,937	22,714
May		\$ -	\$ 31,186	\$ 26,172	\$ 22,775	20,053
June		\$ -	\$ 34,936	\$ 35,007	\$ 29,428	30,179
Fiscal Year Total:		\$ 233,350	\$ 362,156	\$ 319,100	\$ 309,924	\$ 261,810

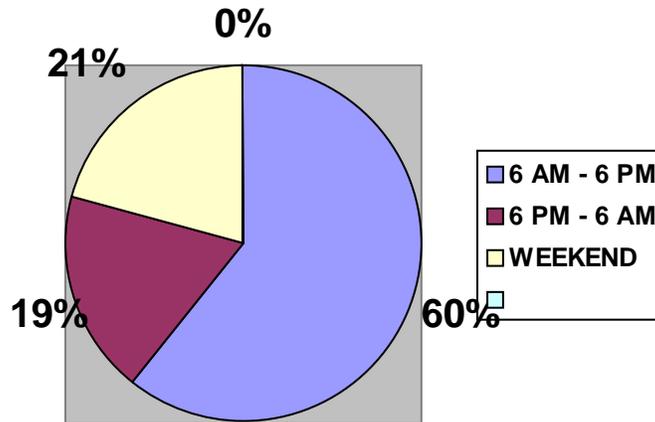
COUNCIL REPORT – FEBRUARY 2008

To: Mayor & City Council Members

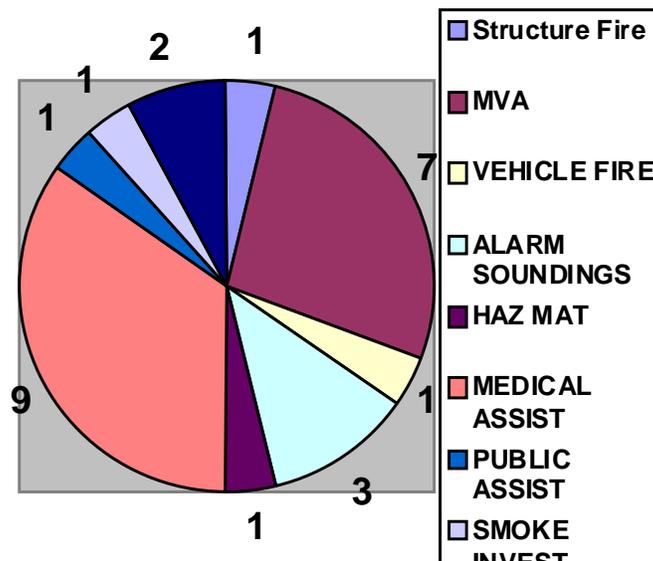
From: Fire Chief Bill Hahn

Dallas Fire Department:

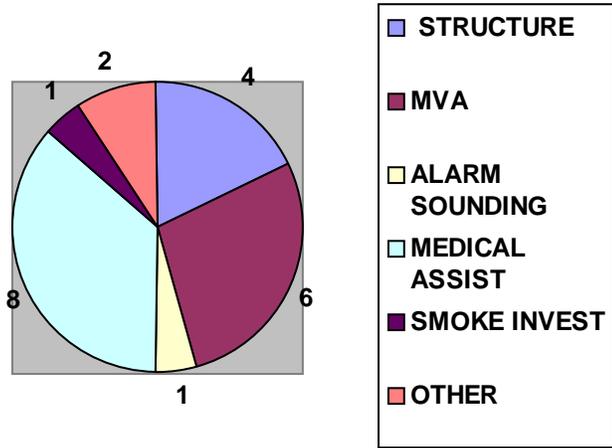
Station 100 responded to 48 calls of which 29 were between 6 AM – 6 PM, 9 between 6 PM – 6 AM, and 10 during the weekend.



City responded to the following incidents during the month from Station 100:



Rural responses by Station 110 during the month were for the following incidents:



Dallas Fire Department conducted their annual banquet on Saturday, February 9. Awards were presented to members for length of service, training hours attained, firefighter of the year, rookie of the year, training officers award, officer of the year, and emergency medical technician of the year.

Dallas members taught extrication to students at Winter Fire School held in Salem at the Department of Public Safety Standards and Training. Other members attended class during the weekend of training.

Planning for the upcoming bond continues to be one of the priorities of the staff, working to establish the needs of the department.

Dallas Emergency Medical Service:

The Zoll monitor/defibrillators were placed in service, and within thirty minutes they were used in Falls City on a patient in cardiac arrest.

MEMORANDUM

To: Jerry Wyatt, City Manager
From: Donna Zehner, Library Director
Re: Monthly Report, February 2008
Date: March 13, 2008

The month of February found 888 patrons using the Library's Internet workstations. This service continues to be quite popular with our patrons. For those needing assistance in learning to use the Internet, arrangements will be made for volunteers and interested students to meet one-on-one.

The month of February found the Children's Room lively and active, as the Winter sessions of both Infant/Toddler and Preschool Storytimes continue. Storytime attendance brought in 154 young people, to see and hear stories, while an additional 30 youngsters from a local preschool/daycare all had the opportunity to learn about books and the library. A total of 184 young people participated in Library activities.

The EBSCO full-text periodical database continues to be a popular resource, with patrons finding it easy to use. With school in session, students are finding this user-friendly, multi-use database of benefit to their research. A total of 30 searches were conducted this past month.

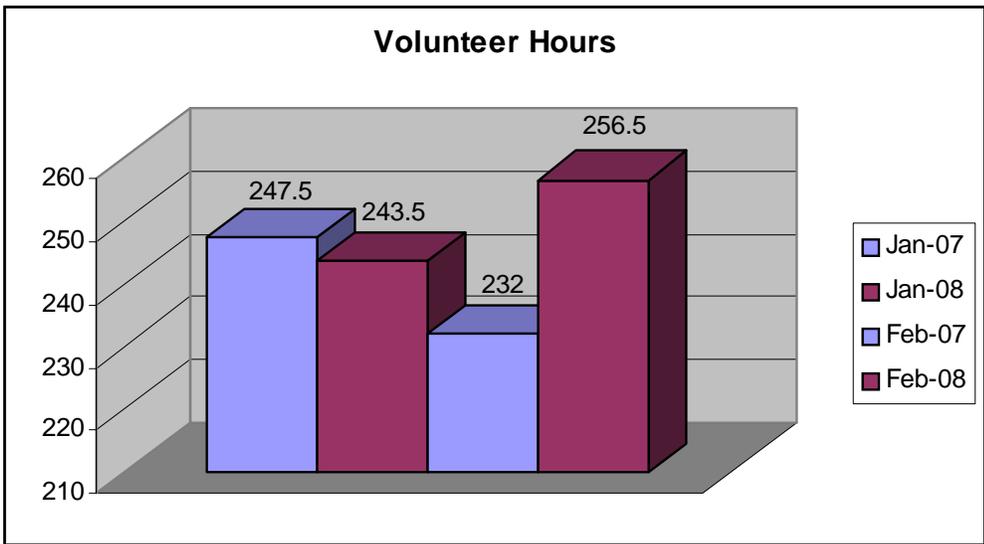
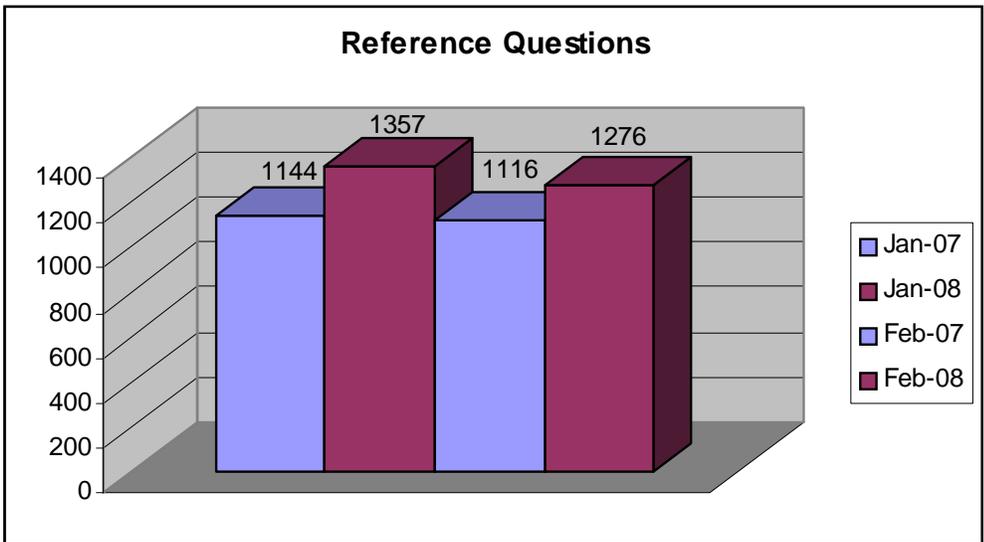
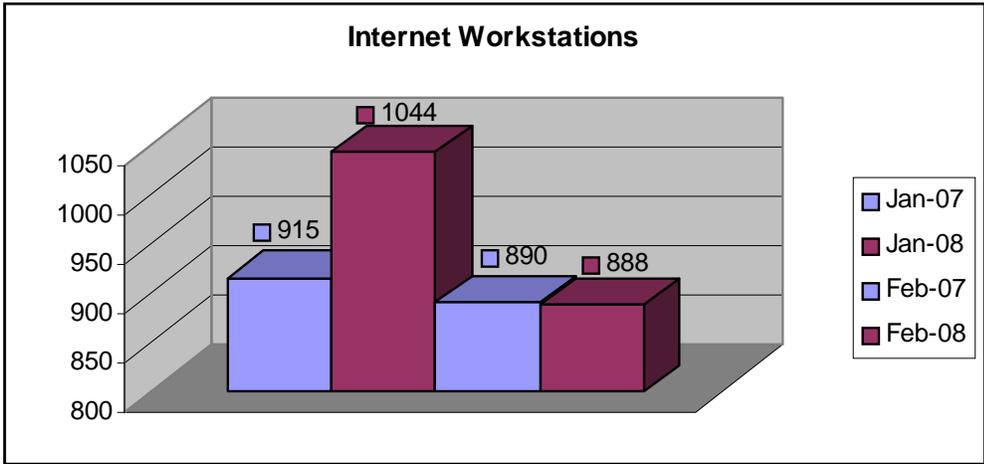
The Reference Desk remains active, with a total of 1276 questions being answered this month. Working on a variety of projects, our volunteers donated a total of 256.5 hours during the month of February.

**Dallas Public Library
Monthly Report for February 2008**

CIRCULATION STATISTICS

ADULT	February 2008	February 2007	Year to Date 2008
Non-Fiction	1654	1583	3309
Fiction	2553	2181	5665
New Books	2023	2174	4212
Paperbacks	927	628	2162
Periodicals	244	277	465
Sound Recordings	330	185	595
Books on Tape	220	337	398
Books on CD	348	37	671
Videotapes	509	421	1120
DVDs	341	316	866
Media Bags	424	418	928
CD-ROMS	0	6	2
ILL (in)	12	3	42
ILL (out)	11	3	11
NVL loans (in)	0	0	15
NVL loans (out)	2	1	7
Internet Workstations	888	890	1932
Equipment	41	36	90
Adult Total	10,527	9496	22,490
CHILDREN'S			
Non-Fiction	680	631	1407
Fiction	2167	1859	4355
New Books	50	113	82
Periodicals	43	33	74
Sound Recordings	46	42	99
Books on Tape	174	157	359
Books on CD	33	14	63
Videotapes	454	366	910
DVDs	157	157	322
CD-ROMS	33	45	105
CD-ROMS (in house)	80	145	148
Children's Total	3917	3521	7924
Remote Renewals	915	588	1819
Monthly Total	16,874	13,605	32,233

Dallas Public Library Monthly Report for February 2008



MEMORANDUM

DALLAS POLICE DEPARTMENT MONTH OF FEBRUARY '08

TO: JERRY WYATT **April 7, 2008**
FROM: CHIEF JIM HARPER

Some of the current trends and observations are:

- Steve Dankenbring is scheduled for the Supervisor's academy at DPSST in April.
- Deputy Chief Simpson and I will be attending the Chief's conference in Pendleton the week of April 7th.
- Jennifer Croll, our new Community Service Officer (CSO), is doing well in training. She is working on an audit of the evidence system and has been making several improvements. We will be implementing bar coding in the near future for accountability and auditing purposes.

FEBRUARY 2008

The following is a summary of traffic violations committed:

12	Speeding Violations
11	License Violation
13	Insurance Violations
20	Moving Violations
05	Equipment Violations
09	Safety Belt Violations
10	Other

Investigation by this Department

37	Animal Ordinance Offenses	Clear by Arr	08
02	Assaults	Clear by Arr	03
01	Carrying Concealed Weapon	Clear by Arr	01
10	Criminal Mischief	Clear by Arr	01
01	Curfew	Clear by Arr	01
06	Disorderly Conduct	Clear by Arr	06
10	DUII	Clear by Arr	10
04	Driving While Suspended	Clear by Arr	04
04	Drug Offenses	Clear by Arr	04
01	Endangering Welfare Minor	Clear by Arr	01
05	Fail Carry Present License	Clear by Arr	05
01	False Info Police Report	Clear by Arr	01
02	Fail Perform Duties of Driver	Clear by Arr	02
07	Harassment	Clear by Arr	07
01	Improper Use 9-1-1	Clear by Arr	01
01	Interference Police	Clear by Arr	01
17	Minor in Possession Alcohol	Clear by Arr	17
04	Ordinance Offenses	Clear by Arr	04
01	Reckless Driving	Clear by Arr	01
01	Refusal Breath Test	Clear by Arr	01
01	Resisting Arrest	Clear by Arr	01
02	Runaway	Clear by Arr	02
02	Sex Offense	Clear by Arr	02
01	Strangulation	Clear by Arr	01
18	Thefts	Clear by Arr	03
03	Trespass	Clear by Arr	03
02	Unlawful Entry Motor Vehicle	Clear by Arr	02
01	Unlawful Use Motor Vehicle	Clear by Arr	01
12	Warrants	Clear by Arr	12

77 Assist Public
 35 Assist Law
 27 Suspicious Activity
 10 Suspicious Vehicles
 10 Suspicious Persons
 35 Disturbances
 15 911 Hangup
 11 Welfare Checks
 06 Assist Traffic
 07 False Alarms
 20 Civil Complaints
 15 Noise Complaints
 33 FIR (Field Investigation Report)
 13 Accidents

Arrests by this Department

08 Animal Ordinance Offenses
 03 Assaults
 01 Criminal Mischief
 01 Carry Concealed Weapon
 01 Curfew
 05 Disorderly Conduct
 10 DUII's
 04 Driving While Suspended
 01 Endangering Welfare Minor
 05 Fail Carry & Present License
 02 Fail Perform Duties Driver
 01 False Info Report
 01 Interference Police Report
 04 Ordinance Offense
 12 Minor in Possession Alcohol
 01 Resisting Arrest
 02 Refusal Breath Test
 02 Runaway
 02 Sex Abuse
 03 Thefts
 03 Trespass
 02 Unlawful Entry Motor Vehicle
 01 Unauthorized Use Motor Vehicle
 13 Warrants
88 TOTAL ARRESTS

Arrests for FEB '07: 115

JUVENILES

Fifteen juveniles were referred to Juvenile Authorities for their actions.

TOTAL CALLS FOR SERVICE: 833 TOTAL (Last yr: 936)
 166 Case Numbers
 667 Event Numbers

DALLAS POLICE DEPARTMENT
CODE ENFORCEMENT REPORT

FEBRUARY 2008

Community Service Officer Totten

NUMBER OF TOWED VEHICLES	0
NUMBER OF CITATIONS ISSUED	13
NUMBER OF FOLLOW-UP ACTIVITIES COMPLETED	137

NEW CASES STARTED:

DCC # 5.584-INOPERABLE VEHICLES (PRIVATE PROPERTY)	23
DCC # 6.320-VEHICLES STORED ON STREET/PARK STRIP	24
DCC # 6.505-ABANDONED VEHICLES	3
DCC # 5.582-JUNK	0
DCC # 5.556-SCATTERING RUBBISH (PRIVATE PROPERTY)	14
DCC # 6.315-TRUCK PARKING	0
DCC # 6.310-PROHIBITED STOPPING & PARKING	0
DCC # 5.276-CAMPING ON PUBLIC PROPERTY	0
DCC # 6.605-PARKING REGULATIONS (CAMPING)	1
DCC # 6.125-OBSTRUCTING STREETS OR SIDEWALKS	6
DCC # 5.588-GRAFFITI	1
DCC # 5.552- ATTRACTIVE NUISANCES	1

HABITUAL PROBLEMS/OTHER ISSUES: I am working with Tom Hall from John L Scott Realty to clean up building debris at 1175 SW Fairview Avenue.

NARRATIVE:

Thirteen citations were issued for parking violations.

APPROVED:

TO: JERRY WYATT, CITY MANAGER
 FROM: FRED BRAUN, DIRECTOR OF PUBLIC WORKS

**DEPARTMENT OF PUBLIC WORKS
 Monthly Report for February 2008**

		<u>Water Division</u>			
		<u>2008</u>	<u>Unit</u>	<u>2007</u>	<u>Unit</u>
Total Discharge to Town		44.63	MG	42.66	MG
Total Water Raw		53.38	MG	52.35	MG
Peak Day	02/02/08	2.43	MG	02/27/07	2.50 MG
Daily Average-Raw		1.93	MGD		1.87 MGD
Daily Average-City		1.64	MGD		1.52 MGD
Backwash Water		2.42	MG		2.51 MG
Filter to Waste		0.676	MG		0.174 MG
Flushing		0.10	MG		0.25 MG
Discharge Water		0.10	MG		0.10 MG
Meter and Process Error	-2.5%	-1.41	MG		0.30 MG
ASR down well total		6.88	MG		6.36
Average High Temp		51.9	° F		51.2 ° F
Average Low Temp		34.2	° F		37.4 ° F
Total Precipitation		1.89	Inches		5.33 Inches

Mercer Dam and Watershed:

- Visual inspections were done on February 8, 15, and 29.
- Full walking inspections were done on February 1 and 22.

Intake Pump Station: Reporting okay.

Water Treatment Plant: Reporting okay.

Worked on:

- ♦ Daily, weekly, monthly, quarterly, yearly maintenance items
- ♦ ASR Bridge delivered; engineering started for placement.
- ♦ Intakes tied over to new PLC
- ♦ Pump #1 drive still out of operation

Reservoirs: Reporting okay.

New Services: Six new 3/4" services were installed at: 320, 510 NW Heath St; 1416 SE Academy St; 785 SE Hawthorne Ave; southwest side of Levens Street Bridge; City Shops. One new 1" meter was installed for irrigation on the northwest side of Levens Street Bridge.

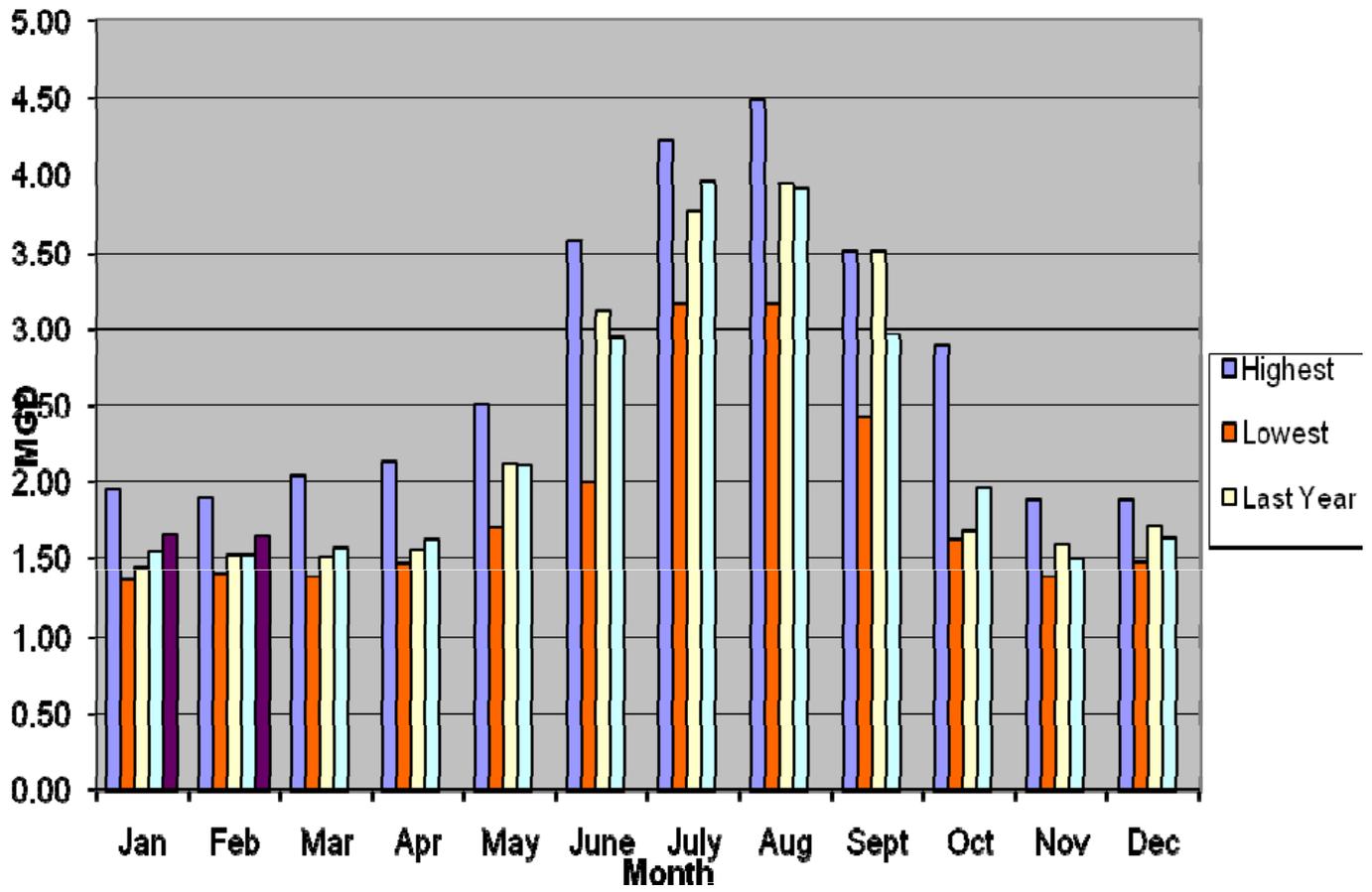
Repairs Leaks at:

- Stone Street – leak in copper at service
- South Main St – pulled by contractor
- Orrs Corner – leak in copper service

Worked on:

- Finished valve turning
- Irrigation service at City Shops and two at Levens Street Bridge
- Completed South Main tie-overs
- Started office remodel
- Read meters

Average Daily Treated Water Production



Wastewater Division

Effluent Flow

		<u>2008</u>	<u>Units</u>		<u>2007</u>	<u>Units</u>
Monthly Total Flow		109.86	MG		104.05	MG
Peak Day Flow	02/02/08	10.26	MG	02/25/07	8.67	MG
Daily Average Flow		3.79	MG		3.72	MG

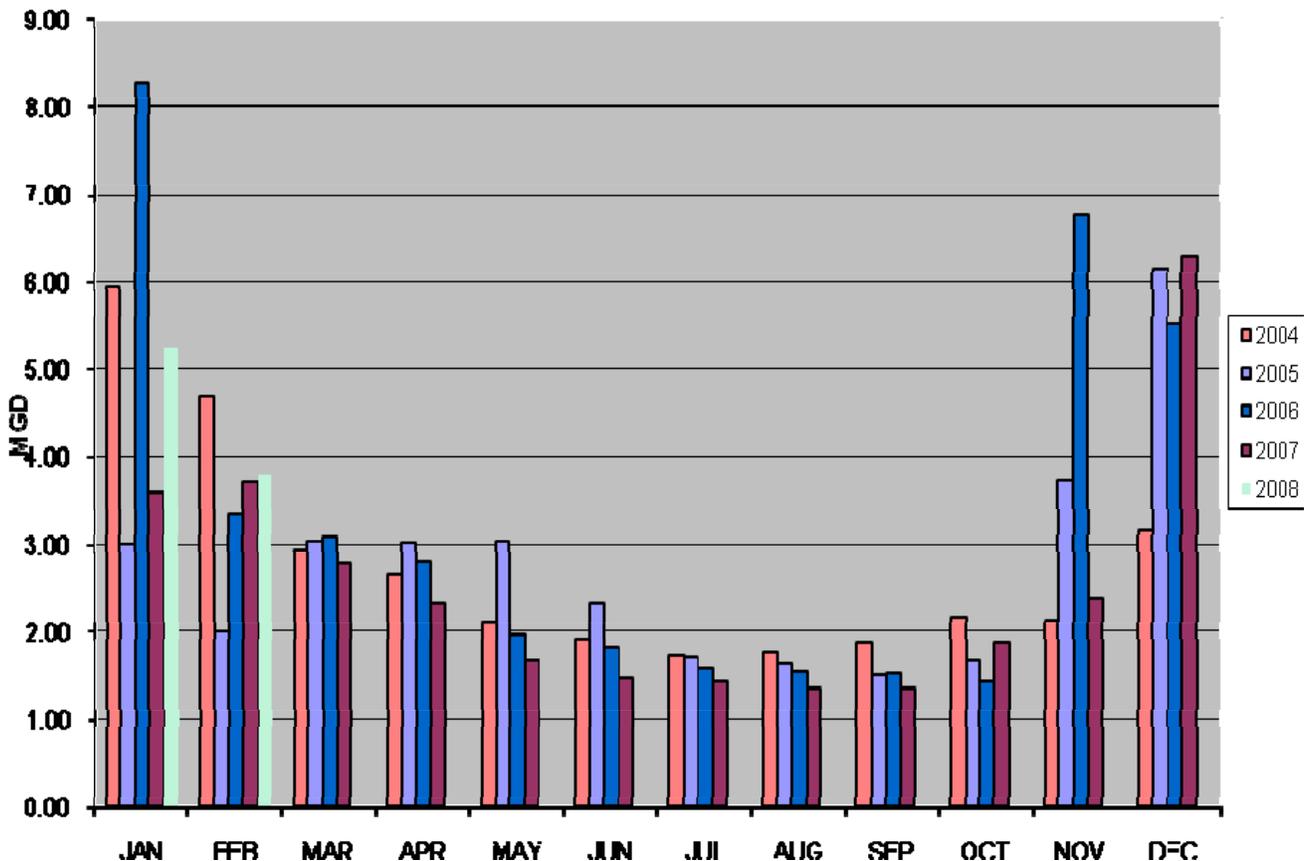
Plant Maintenance:

- Posted temporary staff gauge in Rickreall Creek
- Cleaned building gutters of leaf accumulation
- Cleaned effluent and influent composite samplers
- Lowered UV design dose for energy savings
- Changed oil in Gorman-Rupp pump
- Cleaned and organized maintenance building

Plant Performance:

The plant is performing well and meeting permit compliance every day. Staff is actively housecleaning all plant buildings during rainy weather. Staff has begun to stir the west humus pond and implement solids drying. Staff continues to be persistent on preventative maintenance by greasing aerator bearings and changing the oil in the Gorman-Rupp solids pump.

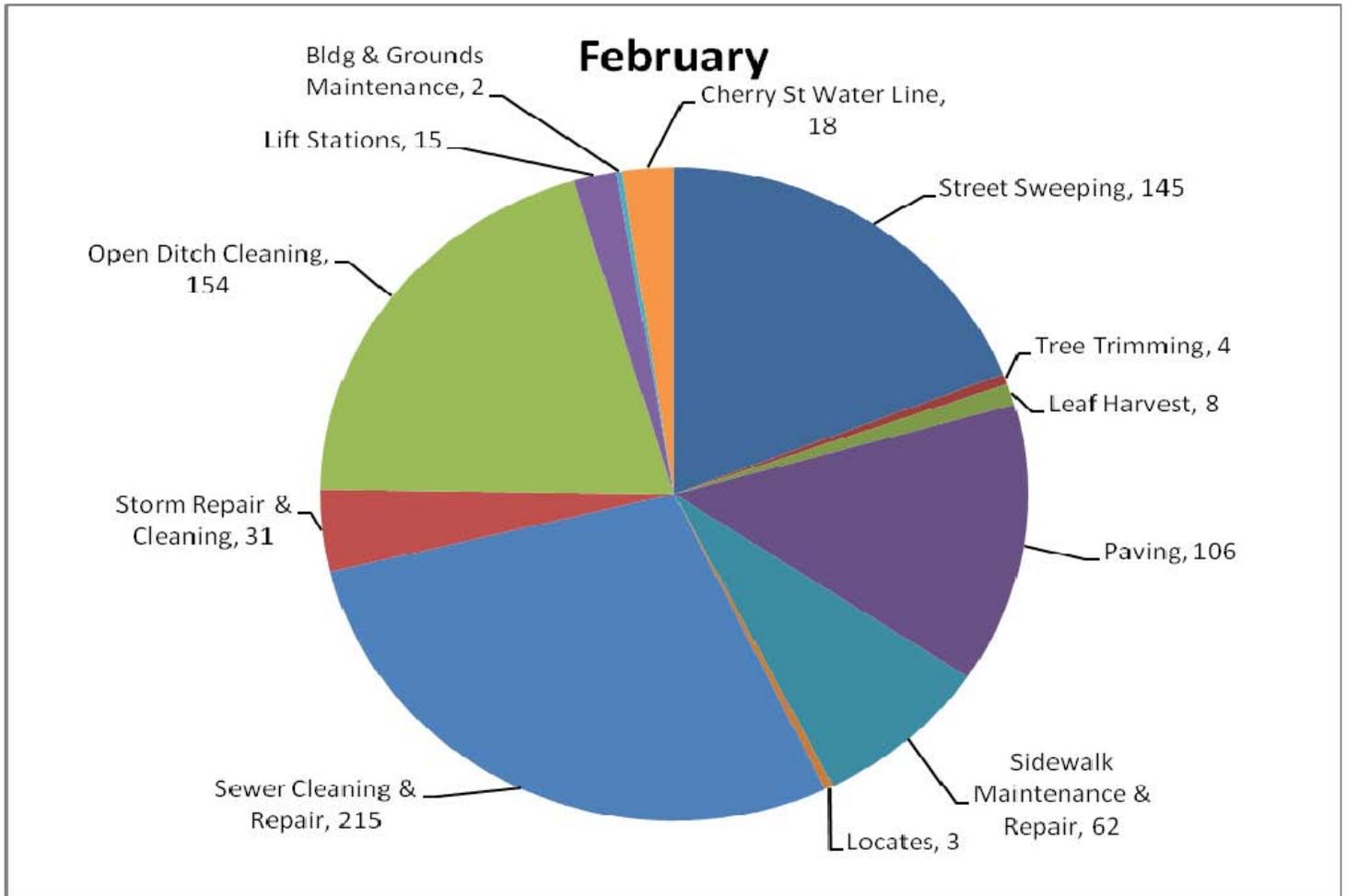
Effluent - Average Daily Discharge by Month



Street and Construction Division

Maintenance:

Catch basin maintenance, cold patching, curb and sidewalk repair, equipment and vehicle upkeep and repair, manhole grouting, mowing of City properties and/or rights of way, open ditch maintenance, painting of streets, plug and patching, preventative maintenance on sewer lift stations, reimbursable work, sanitary rehabilitation, sanitary repair and cleaning, service repair, shop and office, sign work, storm repair, street sweeping, tree trimming, unimproved streets and alleys, utility locates, and various other maintenance duties.



Parks Division

The Parks department provided the following routine services during the month of February:

- Prepared restrooms for opening
- Opened restrooms for spring break
- Opened restrooms for summer use
- Cleaned leaves from shrub beds
- Cleaned and filled Japanese pond
- Started full-time garbage service on March 3, 2008
- Cleaned and opened new side kitchen area for use
- Repaired damage caused by vandalism
- Washed outside of park buildings
- Performed regular mowing of all parks
- Performed monthly safety check of playground equipment on March 21, 2008
- Removed leaves from trails
- Picked up fallen limbs
- Performed winter table maintenance and equipment repairs
- Performed equipment service checks/repairs
- Planted trees and arborvitae at Levens Street Bridge and City Shop landscape sites
- Installed drip irrigation at Levens Street Bridge and City Shop landscape sites
- Continued to cut ivy off trees at Park Trail between Main St and Levens St
- Continue to remove debris from Kingsborough drainage ditch
- Filled in voids created when walks were installed for new play equipment

Engineering

Subdivisions:

- Ceres Gleann, Phase 4: As-builts under review.
- River Gleann, Phase 5 and 6: As-builts under review.
- Paisley Addition: Construction completed.
- Cynthian Oaks, Phase 2: As-builts under review.
- Ellendale Estates: As-builts under review.
- Oak View Estates: Waiting for construction to begin.
- Pacific Heights: Paving completed. Working on after-paving checklist.

Commercial Developments:

- Les Schwab Remodel/Addition: Construction underway.
- Trinity Lutheran Church: Plans sent back to engineer for revisions.
- DRV Ellendale Duplexes: Plans reviewed and sent back to engineer for revisions.

Programs / Projects:

- Fir Villa Street Improvements: Construction completed.
- Phase II/ Monitoring: Plan approved by DEQ; second sampling event completed.
- Levens Street Bridge Replacement: Working on as-built drawings.
- SE Monmouth Cut-off / Uglow Ave Intersection: Project shelved.
- Ambulance Parking Lot: Landscape remaining.
- Main St Water Reservoir: Part of pipe installed in Main Street. Tank foundation constructed.
- Downtown Parking Lot: Preliminary design and estimate completed.
- Maple Street Sewer: Project on hold.
- Intake Upgrade: Addressing drive reliability issues.
- PLC Upgrade: New PLC online; final testing underway.
- Clay Street Storm Sewer: Project on hold.
- Updating City of Dallas Construction Specification book.
- River Drive Water Line: Project design revised and finalized.
- Cherry Street Water Transmission Line: Research and design underway.
- Willamette TMDL Implementation Plan: Draft plan comments received.

Routine Work:

- Map Updates
- Utility Locates
- Engineering, Project Scoping, Public Assistance
- Planning Commission / City Council / Community Development Team
- Watershed: Attended mtgs/project coordination Rickreall and Luckiamute Watershed Councils.
- WWTF-NPDES: Submitted required reports.
- Water Treatment Facility/Water Supply: ASR injection cycle initiated.
- Tracking Backflow testing
- Pavement Management: Information analysis.
- Sidewalk Inspections

Administrative Services Division Activities

Project Management

- Continued tracking engineering task orders
- Reviewed invoices for payment recommendation
- Communication with various project managers on status of projects
- Reviewed contract documents
- Project meetings
- Project management

Public Information

- Web Page monitoring & updates for new web page
- Channel 17 notices

Safety

- MSDS updates
- Safety meetings

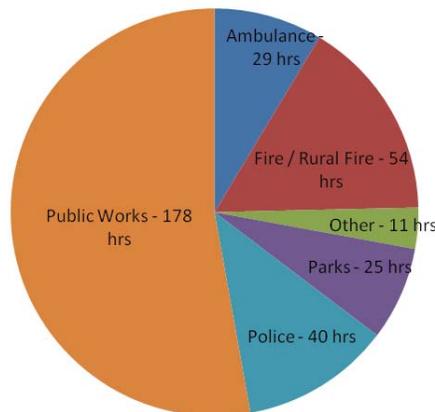
Additional Projects

- OECCD Water improvement documentation and reimbursement request
- ASR pump station project
- 2 MG reservoir tank project
- Rotary Park improvement planning
- Shops frontage improvements
- Update bid specifications
- Cherry Street water project
- Local Government Grant – park trail

Shop Services

- Ongoing maintenance on vehicles, machinery & construction equipment
- A new diagnosis/scan tool that was purchased is an asset in diagnosing electrical problems.

February 2008 Shop Services Hours



Support Services

- Administrative support for Public Works
- Code Enforcement
- Map updates
- SOGs

CITY OF DALLAS

TO: Mayor Jim Fairchild and Council Members
FROM: Jerry Wyatt, City Manager
DATE: April 2, 2008
SUBJECT: Statement of Economic Interest Reminder

I would like to remind the Council that they are required to file a Statement of Economic Interest (SEI) with the Oregon Government Ethics Commission (OGEC) by April 15 of each year. The OGEC encountered problems with the printing of this form and did not mail them out until April 1. If you do not receive your SEI form in the mail, or have questions while completing your form, please contact the OGEC at 503-378-5105.



Dallas Arts Association

P.O. Box 192
Dallas, Oregon 97338

March 18, 2008

03-19-08 A09:58 IN

Jerry Wyatt
Office of the City Manager
City of Dallas
P.O. Box 67
Dallas, OR 97338

Dear Mr. Wyatt,

This letter is to request permission to hold the "Art in the Park" event on Sunday, July 28, 2008 at the Academy street side of the Dallas City Park. The event is being planned from 8:00am to 4:00pm. Entertainment has been scheduled from 11:00am to 4:00pm. Approximately 40 craftsmen/artists will participate. All food services will be asked to comply with local regulations.

We would appreciate it if the gate to the park was opened at 6:00am on Sunday.

Thank you for your consideration of this request. I want to let you know that your staff has been so helpful and we greatly appreciate the city's part in making this event so successful over the years.

Sincerely,

A handwritten signature in cursive script that reads "Sally Clark".

Sally Clark,
President
Dallas Arts Association

ORDINANCE NO. 1680

An Ordinance amending the PUBLIC IMPROVEMENTS chapter of the Dallas City Code by adding new provisions thereto regarding trees.

WHEREAS, the City Council finds that the City benefits from a large number of trees, both natural growth and those that have been planted and grown throughout the years; and

WHEREAS, the preservation and maintenance of trees and wooded areas adds to the scenic beauty of the City, is necessary to preserve the ecology of the City and to retain a livable environment through the filtering effect of trees on air pollution, and to provide noise barriers; and

WHEREAS, the uncontrolled cutting or destruction of trees and wooded areas will increase erosion of topsoil, create flood hazards and the risk of landslides, reduce windbreaks and shaded areas, reduce property values through the encouragement of substandard development, and result in the destruction of existing aesthetic qualities; and

WHEREAS, the City intends to preserve as many trees as possible on developed and undeveloped lands; and

WHEREAS, the City Council finds it is in the public interest and safety to enact this ordinance; NOW, THEREFORE;

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. The PUBLIC IMPROVEMENTS chapter of the Dallas City Code, Chapter 3, is hereby amended by adding the following sections thereto:

"TREES

"3.700. Definitions. For the purposes of Sections 3.700 through 3.750, the following definitions shall apply:

"(1) Board. The city park board established under DCC 2.550.

"(2) Park Trees. Trees, shrubs, bushes and all other woody vegetation in public parks, public trails and all areas owned by the city or to which the public has free access as a park.

"(3) Street Trees. Trees, shrubs, bushes and all other woody vegetation on land lying within the public right of way on all streets, or other public rights of way within the city.

"3.705. Duties and Responsibilities of Board.

"(1) The board shall study, investigate, develop and administer a written plan for the care, preservation, pruning, planting, replanting, and removal or other

disposition of park trees and street trees. Such plan will be presented to the City Council and, upon approval by the City Council, shall constitute the official comprehensive tree plan of the city. Thereafter, the board shall periodically update and refine the comprehensive tree plan and present all such updates and refinements to the City Council for approval.

"(2) The board shall establish a tree inventory of street trees and park trees. The inventory shall be updated periodically, not less frequently than every three years.

"(3) The board, when requested by the City Council, shall consider, investigate, make findings upon, report and recommend to the City Council any special matter or questions arising within the scope of its duties and responsibilities under Sections 3.700 through 3.750.

"3.710. Size Classes and Tree Species to be Planted. The board shall develop and maintain a list of desirable street trees in three size classes, based on mature height: small (under 20 feet), medium (20 to 40 feet) and large (over 40 feet). Efforts shall be made to ensure a diversity of tree species. The board shall also develop and maintain a list of trees not suitable for planting as street trees.

"3.715. Spacing. The spacing of street trees will be in accordance with the three tree species classes listed in Section 3.710, and no trees may be planted closer together than the following: small trees, 15 feet; medium trees, 25 feet; and large trees, 35 feet; except in special plantings designed or approved by a licensed landscape architect.

"3.720. Distance from Curbs, Street Corners, Fire Hydrants and Street Lights, and Utilities.

"(1) No street tree may be planted closer than five feet to any curb, unless planted with a root guard or other appropriate device to prevent damage by the roots to streets, curbs and sidewalks.

"(2) No street tree shall be planted within 20 feet of any street corner, measured from the point of nearest intersecting curbs or curblines.

"(3) No street tree shall be planted within 10 feet of any fire hydrant or street light.

"(4) No street tree, other than a species designated as a small tree under Section 3.710.

"3.725. Public Tree Care.

"(1) The city shall have the right to prune, maintain and remove trees, plants and shrubs planted within or extending over the lines of all streets, public rights of way and public grounds, as may be necessary to insure public safety or to

preserve or enhance the beauty of such streets, public rights of way and public grounds.

"(2) The city may remove or cause to be removed any tree, plant or shrub which, by reason of its size, location or condition, constitutes a threat to public health or safety, or a hazard to any sewer line, electric power line, gas line, water line or other public improvements or facilities, or is affected with any injurious fungus, disease, insect or other pest. The removal of such trees, plants or shrubs shall be in the manner provided for the abatement of obnoxious vegetation as provided in DCC 5.450 through 5.460.

"3.730. Tree Topping.

"(1) Except as provided in subsection (2), it shall be unlawful for any person to top any street tree, park tree or other tree on public property, unless application is made to and approved by the board. For the purposes of this section, to "top" a tree is defined as the severe cutting back of limbs to stubs within the tree's crown to such a degree so as to remove the normal canopy and cause unnatural disfigurement to the tree.

"(2) This section shall not apply in cases of emergency caused by storm damage or other unexpected casualty; provided, the person who directs or performs such emergency tree topping shall make a report such tree topping promptly to the board, including the grounds for such emergency.

"3.735. Tree pruning.

"(1) The owner of the property on which any street tree is situated, and the owner of any tree overhanging any street or public right of way shall regularly prune the branches so that the branches shall not significantly obstruct the light from any street lamp or obstruct the view of any street intersection, and so that there shall be a clear space of 14 feet above the street surface or eight feet above the sidewalk surface.

"(2) All tree pruning of street trees shall be done in conformance with the American National Standards Institute A-300 standards for tree care operations.

"(3) The city shall have the right to prune any tree or shrub on private property when it significantly obstructs the light of any street lamp or impairs the view of a public street or any traffic control sign or device. The pruning of such trees, plants or shrubs shall be in the manner provided for the abatement of obnoxious vegetation as provided in DCC 5.450 through 5.460.

"(4) Tree limbs that grow near high voltage electrical conductors shall be maintained clear of such conductors by the responsible electric utility in compliance with any franchise agreement. Except as otherwise provided in such franchise agreement, a utility tree trimming policy shall be subject to review and approval by the board prior to any trimming by a utility company.

"3.740. Removal of stumps. All stumps of street and park trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground.

"3.745. Review by City Council. Any person aggrieved by a decision of the board may appeal such decision to the City Council by filing a notice of appeal within ten days following the effective date of the decision appealed from. The City Council may by resolution establish a fee for any such appeal.

"3.750 Penalty. Any person found in violation of any provisions of Sections 3.700 through 3.750 shall, upon conviction, be subject to a fine not to exceed \$1250."

Section 2. DCC 2.555 is amended to read as follows:

"2.555 Duties.

(1) The board shall make regular inspections of city park facilities, review the recreational, cultural and leisure needs of the city and make recommendations to the council and mayor on issues dealing with development, improvement, extension and promotion of park, recreation and leisure programs and facilities. The board shall also have such duties assigned to it under DCC 3.700 through 3.750.

(2) The board shall conduct its affairs according to Roberts Rules of Order.

Read for the first time:	March 17, 2008
Read for the second time:	April 7, 2008
Passed by the City Council:	April 7, 2008
Approved by the Mayor:	April 7, 2008

JAMES B. FAIRCHILD, MAYOR

ATTEST:

JERRY WYATT, CITY MANAGER