



City Council

Mayor
Jim Fairchild

Council President
Ken Woods, Jr.

Councilor
Brian Dalton

Councilor
Warren Lamb

Councilor
Jackie Lawson

Councilor
Kevin Marshall

Councilor
Wes Scroggin

Councilor
David Shein

Councilor
David Voves

Councilor
LaVonne Wilson

Staff

City Manager
Jerry Wyatt

Asst. City Manager
Kim Marr

City Attorney
Lane Shetterly

Police Chief
Jim Harper

Fire Chief
Bill Hahn

Community Development
Director
Jason Locke

Finance Director
Marcia Baragary

Public Works Director
Fred Braun

Dallas City Council Agenda

TUESDAY, September 2, 2008, 7:30 p.m.

Mayor Jim Fairchild, Presiding

Dallas City Hall

187 SE Court Street

Dallas, Oregon 97338

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 raise your hand to be recognized after the Mayor calls the item, or sign in on the provided card.

<u>ITEM</u>	<u>RECOMMENDED ACTION</u>
1. ROLL CALL	
2. PLEDGE OF ALLEGIANCE TO THE FLAG	
3. APPROVAL OF MINUTES Approval of minutes of the August 18, 2008 Council meeting p. 3	Action Requested
4. REPORTS OR COMMENTS FROM THE COUNCIL MEMBERS	
a. Report of August 25, 2008, Building and Grounds Committee Meeting (Warren Lamb, Chair) p. 8	Discussion
b. Report of August 25, 2008, Public Works Committee Meeting (Jackie Lawson, Chair) p. 25	Discussion
5. QUESTIONS OR COMMENTS FROM THE AUDIENCE <i>This time is provided for citizens to address the Council or introduce items for Council consideration on any matters other than those on the agenda.</i>	
6. REPORTS OF SPECIAL COMMITTEES AND CITY OFFICERS	
City Manager's Reports	
a. Swearing in of Lieutenants	
b. OMI Wastewater Treatment Facility contract amendment p. 32	Action Requested
c. Polk County Water Resources grant application letter of support p. 36	Action Requested

Dallas City Council Agenda

Page 2

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.*

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.

- d. Dedication of property to the public for street purposes p. 39 Action Requested
- e. Plat corrections – street names p. 42 Action Requested
- f. Council ethics training on October 6 at 6:00 PM Discussion
- g. Department Reports for July p. 44 Discussion
- h. Bills of the City for the month of July p. 61 Discussion
- i. Other

7. COMMUNICATIONS AND PETITIONS

- 7.1 OLCC Application for a new outlet – Los Chicos Tacos p. 69 Action Requested
- 7.2 Letters from Chamber regarding Summerfest p. 74 Action Requested

8. 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.)

9. RESOLUTIONS

- 9.1 Resolution No. 3169: A Resolution establishing the designation of parking stalls on the 700 block of SW Church Street, in front of the United States Post Office. p. 76 Action Requested

10. FIRST READING OF ORDINANCE

11. SECOND READING OF ORDINANCE

12. OTHER BUSINESS

13. ADJOURNMENT

*** PLEASE NOTE: THE COUNCIL MEETING WILL BE HELD ON TUESDAY DUE TO THE LABOR DAY HOLIDAY ON MONDAY.**

DALLAS CITY COUNCIL
Monday, August 18, 2008
Council Chambers

1
2
3

4 The Dallas City Council met in regular session on Monday, August 18, 2008, at 7:30 p.m. in the
5 Council Chambers of City Hall with Mayor Fairchild presiding.

6 **ROLL CALL**

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

11 Also present were: City Manager Jerry Wyatt, City Attorney Lane Shetterly, Assistant City
12 Manager Kim Marr, Deputy Police Chief Tom Simpson, Community Development Director
13 Jason Locke, Public Works Director Fred Braun, and Recording Secretary Emily Gagner.

14 **APPROVAL OF MINUTES**

15 Mayor Fairchild declared the minutes of the August 4, 2008, Council meeting approved as
16 presented.

17 **PUBLIC HEARINGS**

18 Mayor Fairchild opened the public hearing on an appeal of a conditional use permit approval for
19 a duplex in a "RS" residential single family zoning district in the 100 block of NW Robert Street
20 at 7:32 p.m. He asked for any declarations of ex parte contact, site visit, or conflict of interest.
21 Hearing none, he then reviewed the hearing procedure.

22 Mr. Locke presented the staff report, explaining this is an appeal of the Planning Commission
23 approval of a conditional use permit for a duplex in an RS, Residential Single Family zone. The
24 subject property is located in the 100 block of NW Robert Street. Mr. Locke explained that the
25 Planning Commission approved the application at their June meeting, and the appeal was timely
26 filed in the proper format. On July 25 the applicant and owner submitted a revised site plan and
27 elevations, and that information was forwarded to the appellant. Mr. Locke explained that the lot
28 is 8260 square feet, which makes it eligible for a duplex in the RS zone. Mr. Locke reviewed the
29 issues raised by the appellants. 1. Ownership. The appellant asserted that Doty & Son Property
30 is the owner, not Doty Enterprises, Inc. so the application wasn't properly filed. Mr. Locke
31 explained he and the City Attorney reviewed the application and determined that it was properly
32 made. 2. Front Porch & Garage: These issues relate to the requirements for duplexes that are
33 above and beyond those for a single family home, including front porches and garages that are
34 located 4' behind the front porch. Mr. Locke read the code stating the front porch and garage
35 setback requirements for duplexes are those applicable for a row house, if frontage road access is
36 provided. Mr. Locke stated the applicant has redesigned the duplex to include two sixty-square-
37 foot covered porch areas located on the sides of the building, where the front door is. He noted
38 that the property is not accessed via a frontage road, but directly onto Robert Street, which is a
39 public road. Therefore, the Planning Commission felt that the garage setback requirement was
40 not applicable. Mr. Locke indicated that based on photos taken of homes in the immediate
41 surrounding area, the proposed building is compatible with the surrounding area. They looked at
42 size, number of stories, architectural structure, materials used, and the fact that there are two
43 duplexes across the street in making that determination.

44 Mr. Locke stated the recommendation is to affirm the Planning Commission decision with the
45 two stated conditions. In response to a question, Mr. Locke explained that the Code limits
46 duplexes in a RS zone to 10% of the subdivision, which in this case is a large area.

47 Applicant presentation: Doug Doty stated he, along with his wife and daughter, own several
48 properties in Dallas. He explained that he talked to the City Planners to find what would be
49 accepted uses in that zone, and his goal is to develop the lot and build a duplex. He stated he is
50 not trying to overrule the zoning as it is, and he feels they have complied with the zoning. Mr.
51 Doty noted that this application has already been presented to the Planning Commission and they
52 approved it, and he was meticulous on meeting lot size and set-back requirements. He indicated
53 the lot had been in disrepair and he has been keeping it mowed and looking nice. Mr. Doty
54 stated his goal is to keep the duplex in good repair and better than the average in the
55 neighborhood. He noted he will do his best to build a nice, compatible unit and maintain it. Mr.

1 Doty stated he understands the concern of the appellant, noting that his home is immaculate, and
2 added he will do the best he can to build a nice compatible unit and maintain it.

3 Mayor Fairchild called for anyone who wished to speak on the application, adding each person
4 would have five minutes to address the Council.

5 Kane Taylor stated he lives behind the subject property, noting he will have to see the duplex
6 every time he looks out his back door. He indicated his house is valued at \$250,000 and the
7 duplex will adversely affect him because it will decrease the value of his property.

8 Charles DeKruyf, appellant, noted that the statement made by Mr. Doty that prior to buying that
9 property he spoke to the planners and they said a duplex wouldn't be a problem is negligible and
10 dangerous thing to do, because he's got an invested interest in the property and now there is no
11 going back. Mr. DeKruyf indicated he hired Wallace Lien because he doesn't know how to read
12 the code well, but Mr. Lien does know the code and has dealt with the city in the past. Mr.
13 DeKruyf stated he appreciates the front porches were changed to meet the criteria, but questions
14 why that wasn't brought to light earlier. He indicated the garage set-back is iffy at best, because
15 the problem wasn't fixed by fixing the problem, but rather by retranslating or reinterpreting the
16 code. If you look at the pictures of comparable properties, the lot size and dimensions show the
17 other duplexes in the neighborhood were built on wide lots that allow for a nice garage set back
18 from the front of the property and nice front lawns. He stated this lot was never suitable from
19 day one because the criteria stated in the code can't be met on that lot size. He indicated he
20 doesn't have a problem with a variance being given, but once that variance is given, all code
21 requirements should be met, not then changed. He declared that to say this duplex isn't going to
22 adversely affect this property value is ridiculous, because there is always a question of buying
23 property next to a transient population. He explained that to say this is comparable to a single
24 family home in that neighborhood is not in keeping with a single family neighborhood.

25 Eugene Beebe stated his biggest concern is that most of that area is duplexes, adding the homes
26 in that neighborhood that are in disrepair are the rentals. He indicated he is not in favor of the
27 duplex because of the traffic that is starting to pick up because of all the rentals in the area.

28 The Mayor called for rebuttal testimony by the applicant. Mr. Doty clarified that he did talk to
29 City Planning people, but they did not promise a finding in his favor. They explained that a
30 duplex was one of the accepted uses of the lot. He added he understands the neighbors' concerns
31 and he is trying to build a nice unit and will manage it well.

32 Mr. Shetterly focused the Council on the criteria upon which the finding should be based; those
33 set forth in the staff report, and the issues raised on appeal. He clarified there is no variance on
34 this application; the duplex meets all set back and size requirements for the lot. He stated this is
35 a Conditional Use that is permitted in a single family residential zone. He stated the Council
36 cannot look at there being too many duplexes in the area, as that was not brought up on the
37 appeal. The Council must look more that the duplex is fitting within the character of the
38 neighborhood. In regard to the property value, it is fair to consider impact to the value, but it is
39 not a zero impact test, but a reasonableness test looking at the neighborhood as a whole.

40 Mayor Fairchild closed the public hearing at 8:15 p.m.

41 Councilor Dalton clarified that the City does have an infill policy and one of the Council's goals
42 is to encourage infill as much as possible. Councilor Lamb stated there are a number of duplexes
43 in a focused area, and he feels the City is abusing that right to put duplexes in a single family
44 area. Councilor Lamb stated the Council always tries to go with the Planning Commission
45 decision, but the Planning Commission must base their finding on specifics, and the Council has
46 the ability to use some common sense. He added he feels the Council would be doing a
47 disservice to the area by putting in a duplex when it could be a nice single family home.
48 Councilor Dalton stated he sympathizes with Councilor Lamb about the desirability of a single
49 family home there, but noted the Council doesn't have much wiggle room within the set criteria.

50 Councilor Shein moved to uphold the decision of the Planning Commission with the two
51 conditions set forth in the staff report. The motion was duly seconded and CARRIED BY A
52 MAJORITY with Council President Ken Woods, Jr., Councilor Brian Dalton, Councilor Jackie
53 Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin, and Councilor David Shein voting
54 YES and Councilor Lamb and Councilor Voves voting NO.

1 **REPORTS OR COMMENTS FROM COUNCIL MEMBERS**

2 Mayor Fairchild reviewed the final results of the Councilors forms to help determine the LOC
3 legislative agenda for next year. He explained that even those items not included in our priorities
4 will be addressed by the LOC.

5 Councilor Voves stated there was some discussion after last weeks meeting about moving the
6 Council meeting from 7:30 to 7:00 p.m. Councilor Voves made a motion to change the start
7 time of the City Council meeting to 7:00 p.m. beginning at the first meeting in October. The
8 motion was duly seconded and CARRIED UNANIMOUSLY with Council President Ken
9 Woods, Jr., Councilor Brian Dalton, Councilor Warren Lamb, Councilor Jackie Lawson,
10 Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, and Councilor
11 Dave Voves voting YES.

12 Councilor Shein made a motion to begin each City Council meeting with a salute to the flag,
13 beginning at the next meeting. The motion was duly seconded and CARRIED
14 UNANIMOUSLY with Council President Ken Woods, Jr., Councilor Brian Dalton, Councilor
15 Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin,
16 Councilor David Shein, and Councilor Dave Voves voting YES.

17 **QUESTIONS OR COMMENTS FROM THE AUDIENCE**

18 Chelsea Pope, Executive Director for the Dallas Area Chamber of Commerce, thanked the
19 Council and staff for their assistance with Summerfest. She stated it was one of the best to date
20 and attendance was up.

21 **REPORTS OF SPECIAL COMMITTEES AND CITY OFFICER**

22 **URBAN RENEWAL DISTRICT ACTIVITIES UPDATE**

23 Mr. Wyatt explained that staff has met with Greenworks and there are three architectural plans
24 they are looking at for Phase One of the Downtown Streetscape. He noted staff has met with
25 ODOT Planning staff and will meet with the Engineering division to discuss the possibility of
26 angle parking on Main Street. He indicated we will start looking at benches, street lighting,
27 bollards, trees, and signage at the next meeting and encouraged anyone interested to attend.

28 **PARK & RECREATION BOARD UPDATE**

29 Mr. Wyatt provided an update from the last Park and Recreation Board meeting. He discussed
30 the dog park, noting staff is working on the layout and future bridge crossing for it. Mr. Wyatt
31 indicated he has met with the neighbors and many are in favor of the park and the increased
32 activity for security and visibility. There was some discussion about liability coverage in the
33 event of a dog attack, and it was determined that our current coverage was adequate.

34 Mr. Wyatt stated the Parks and Recreation Board discussed the BMX bike area that was leveled
35 by Lyle school. Staff has been trying to set up a meeting with Santiam Bicycle because they had
36 indicated they were interested in building a BMX area at their store.

37 Mr. Wyatt indicated that Rotary Park is under construction. They will be doing the concrete
38 pour in September for the basketball court and path. He advised that we are looking at installing
39 a disc golf course in Dallas City Park. Mr. Wyatt stated the Park Board discussed reclaimed
40 water use in the City at the High School, Aquatic Center fields, and Strader fields for irrigation;
41 he will bring information to the Public Works Committee about grant opportunities to do this.
42 Mr. Wyatt reported that the City has met all the requirements for Tree City USA designation, so
43 we just need to complete the application.

44 **ON-STREET PARKING REVIEW, 700 BLOCK SW CHURCH STREET**

45 Mr. Wyatt stated he has made contact with the affected businesses and there were no objections
46 from either one. He recommended designating eight parking spots as 30 minutes spots, which
47 would be half the parking spots on that side of the street. Councilor Shein moved to direct the
48 City Attorney to draft a resolution to designate eight parking spots in front of the Post Office as
49 30-minute parking spaces. The motion was duly seconded. Councilor Woods asked if there was
50 any way we could talk to the Department of Human Services staff about not parking in front of
51 the residences on the opposite side of the street. Mr. Wyatt stated he will make contact. The
52 motion CARRIED UNANIMOUSLY with Council President Ken Woods, Jr., Councilor Brian
53 Dalton, Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall,

1 Councilor Wes Scroggin, Councilor David Shein, and Councilor Dave Voves voting YES.

2 OREGON ECONOMIC & COMMUNITY DEVELOPMENT SENIOR CENTER PROJECT
3 INTAKE FORM

4 Mr. Wyatt stated we have contacted OECDD to apply for Senior Center CDBG funds. The
5 intake form we will submit outlines the project, and describes the \$800,000 grant we want to
6 apply for. They will then give us authorization to apply. At that point, he will bring it back to
7 the Council and through a Resolution give authority to apply for CDBG funds.

8 DESIGNATE AUTHORIZED SIGNERS FOR WASHINGTON FEDERAL SAVINGS
9 ACCOUNTS

10 Mr. Wyatt stated the Washington Federal Savings account still has Gwen VanDenBosch and
11 Roger Jordan as the authorized signers. Councilor Voves moved to designate Mayor Jim
12 Fairchild and City Manager Jerry Wyatt as the authorized signers on the City's Washington
13 Federal Savings account. The motion was duly seconded and CARRIED UNANIMOUSLY
14 with Council President Ken Woods, Jr., Councilor Brian Dalton, Councilor Warren Lamb,
15 Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David
16 Shein, and Councilor Dave Voves voting YES.

17 AWARD OF CHERRY STREET CONTRACT

18 Mr. Wyatt reviewed the bids for the Cherry Street Transmission line contract that will bring
19 water to the new water tank. The engineer's estimate was \$900,000 and we got a bid of
20 \$869,629 from Camrock Excavation. In response to a question, Mr. Braun stated staff verified
21 their references and confirmed that they are properly licensed and bonded. He added each bidder
22 was required to submit a prequalification application that showed they had done at least three
23 similar projects in the last five years, and staff is confident they are capable of completing the
24 job.

25 Councilor Scroggin moved to award the bid for the Cherry Street Water Transmission project to
26 Camrock Excavation for \$869,629. The motion was duly seconded and CARRIED
27 UNANIMOUSLY with Council President Ken Woods, Jr., Councilor Brian Dalton, Councilor
28 Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin,
29 Councilor David Shein, and Councilor Dave Voves voting YES.

30 TRANSIENT LODGING TAX UPDATE

31 Mr. Wyatt stated the City received \$17,200 for our first quarter of payments for the transient
32 lodging tax, which is a little more than was estimated. Councilor Shein asked Chelsea Pope of
33 the Chamber of Commerce if they had made any progress in obtaining a 501(c)(3) designation
34 for the visitor's center. She stated the IRS has cracked down on awardance of 501(c)(3)
35 designations, but she is disputing the denial, and noted there are hundreds of other visitors
36 centers that have that designation.

37 PLANNING COMMISSION WORK PROGRAM UPDATE

38 Mr. Wyatt stated that the Planning Commission reviewed their work program at the August 12
39 Planning Commission meeting. He reviewed the list of items they will be working on. He
40 indicated we will be receiving grants to work on Development Code revisions and the Wyatt
41 Node Master Plan.

42 REPORT ON AUGUST 12, 2008, PLANNING COMMISSION MEETING

43 (See previous agenda item)

44 OTHER

45 Mr. Wyatt stated the City's newsletter will be going out later this week. He also indicated the
46 City's Fire Bond informational brochure, which is a fact sheet the City is allowed to put out
47 regarding the bond.

48 COMMUNICATIONS AND PETITIONS

49 NOTE FROM DALLAS ARTS ASSOCIATION

1 Mr. Wyatt reviewed the letter from Sally Clark of the Dallas Arts Association commending the
2 Parks Department for their work during the Art in the Park activity.

3 **RESOLUTIONS**

4 **Resolution No. 3165:** A Resolution designating the National Incident Management System
5 (NIMS) as the basis for all incident management in the City of Dallas.

6
7 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3165 to have PASSED
8 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,
9 Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes
10 Scroggin, Councilor David Shein, and Councilor Dave Voves voting YES.

11 **Resolution No. 3166:** A Resolution establishing areas on SW Bridlewood Drive where the
12 parking of motor vehicles is prohibited.

13
14 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3166 to have PASSED
15 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,
16 Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes
17 Scroggin, Councilor David Shein, and Councilor Dave Voves voting YES.

18 **Resolution No. 3167:** A Resolution establishing a fee in lieu of construction of street
19 improvements in connection with development for which adequate public facilities are required
20 by the Dallas Development Code or Comprehensive Plan.

21
22 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3167 to have PASSED
23 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,
24 Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes
25 Scroggin, Councilor David Shein, and Councilor Dave Voves voting YES.

26 **Resolution No. 3168:** A Resolution establishing a fee for licensing impounded unlicensed dogs.

27
28 A roll call vote was taken and Mayor Fairchild declared Resolution No. 3168 to have PASSED
29 BY A UNANIMOUS VOTE with Council President Ken Woods, Jr., Councilor Brian Dalton,
30 Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes
31 Scroggin, Councilor David Shein, and Councilor Dave Voves voting YES.

32 **FIRST READING OF ORDINANCE**

33 **SECOND READING OF ORDINANCE**

34 **OTHER BUSINESS**

35 There being no further business, the meeting adjourned at 9:07 p.m.

36 Read and approved this _____ day of _____ 2008.

37
38 _____
39 Mayor

40 ATTEST:

41 _____
42 City Manager

POST MEETING AGENDA

BUILDING AND GROUNDS COMMITTEE

Monday, August 25, 2008

4:00 p.m.

Warren Lamb, Chair
Jackie Lawson
Dave Voves
Wes Scroggin

1. Aquatic Center Energy Efficiency Projects

Staff will give full report to Council once audit is completed.

2. Community Development Department Mission Statement

Informational only

3. Dallas High School Sign

Staff will continue to work with Grant Boustead and the High School and will submit report to the Council when details are finalized.

4. Dedication of Property to the Public for Street Purposes

Referred to Item 6.1 d on September 2, 2008 Agenda

5. Planning Commission Work Program

Council will be informed of training opportunity when dates are finalized.

6. Plat Corrections – Street Names

Referred to Item 6.1 e on September 2, 2008 Agenda

7. Other

8. Adjourn

1
2
3 Members Present: Councilor Jackie Lawson and Councilor Dave Voves. Members excused:
4 Chair Warren Lamb and Councilor Wes Scroggin.

5 Also Present: Mayor Jim Fairchild, City Manager Jerry Wyatt, Assistant City Manager Kim Marr,
6 City Attorney Lane Shetterly, Community Development Director Jason Locke, Public Works Di-
7 rector Fred Braun, Assistant Public Works Director Christy Ellis, and Recording Secretary Emily
8 Gagner.

9 Acting Chair Dave Voves called the meeting to order at 4:00 p.m.

10 **Aquatic Center Energy Efficiency Projects:**

11 Mr. Locke explained the energy consultants have put together a preliminary list of 16 projects that
12 could be implemented based on the energy audit done at the Aquatic Center. He noted there are
13 some specific projects they have been talking about with the consultants and think we can come
14 up with a package to get four or five projects done, finance them at a low rate, and pay back the
15 debt service easily based on the energy savings. Mr. Locke reviewed some of the possible
16 projects, and explained this list will be refined as we go along. Mr. Locke indicated the Depart-
17 ment of Energy has a small-scale loan program that could be used to finance some of these
18 projects. There are also other incentives and rebates that would reduce the up front cost of some
19 projects. Mr. Locke noted the energy savings of these projects would more than cover loan pay-
20 ments, so the City would still see instant savings. He explained once the full audit results are
21 complete, there will be a presentation to the full Council, and we can go more in-depth at that
22 point. In response to a question, Mr. Locke explained we could do a mid-year budget amendment
23 if we went forward with the project this year. In response to a question, Mr. Locke stated there
24 really is no down side. There was some discussion about the prudence of installing a solar pool
25 heating system. Mr. Locke stated there isn't much payback in terms of energy efficiency, but it's
26 good PR, as it is a very visible project, and one that most people think about when they think of
27 energy efficiency.

28 **Community Development Department Mission Statement:**

29 Mr. Locke explained the new Community Development Department Mission Statement was de-
30 veloped by all the divisions of the department. He feels this is a rule to live by, not just a decora-
31 tion on the wall, adding they will base goal setting and performance expectations on this state-
32 ment.

33 **Dallas High School Sign:**

34 Mr. Wyatt reviewed the new proposal for the Dallas High School sign and explained that Grant
35 Boustead has been working with Daktronics to design a sign that matches the fountain in look.
36 The proposal is to place the sign in the same location as the current sign, next to the performing
37 arts stage, and have it take the place of the old High School sign and the Current Events sign, dis-
38 playing school and community events. Mr. Shetterly stated in order to approve this sign, the

1 Council would have to amend the off-premise sign ordinance to draw a boundary where this sign
2 could be located without opening the City up to a lot of other off-premise signs. Current ordin-
3 ance states a sign cannot be flashing or intermittent, but that could be amended to accept an inter-
4 val of not less than 10 seconds, for example, which would then allow this sign. Mayor Fairchild
5 asked if the school is asking for help on the cost of the sign. Mr. Wyatt confirmed there would be
6 financial help from the Chamber and the City. He noted there would not be any business advertis-
7 ing on that sign.

8 **Dedication of Property to the Public for Street Purposes:**

9 Mr. Wyatt explained that we have several subdivision plats that show one foot reserve strips, and
10 as a housekeeping item, staff is asking for a Resolution to clean up these floating reserve strips.
11 He noted once the Resolution is passed, they just become part of the street.

12 **Planning Commission Work Program:**

13 Mr. Locke explained this is the information that was given to the Council at the last meeting about
14 what the Planning Commission envisions it will be looking at over the next couple of years. He
15 noted development has slowed, so they have time to look at the 10-year-old Comprehensive Plan
16 and things like the Transportation System Plan to make everything more useable. He reviewed
17 other items on the list, and noted there will be training at the end of September on making land
18 use decisions, which the Council will be invited to. There was some discussion about making
19 sure to involve the Citizen's Advisory Committee for the Comprehensive Plan in discussion be-
20 fore any changes made to the Comp Plan. It was agreed that there would be citizen involvement
21 in the process, including holding open houses and workshops to get citizen input.

22 **Plat Corrections – Street Names:**

23 Mr. Wyatt stated this is another housekeeping item. There are a couple subdivision plats that
24 were recorded with incorrect street names, which become an issue for emergency services. Mr.
25 Wyatt explained these changes will require an Ordinance.

26 **Other:**

27 There was no other business and the meeting was adjourned at 4:51 p.m.

MEETING AGENDA

BUILDING AND GROUNDS COMMITTEE

Monday, August 25, 2008

4:00 p.m.

Warren Lamb, Chair
Jackie Lawson
Dave Voves
Wes Scroggin

1. Aquatic Center Energy Efficiency Projects
2. Community Development Department Mission Statement
3. Dallas High School Sign
4. Dedication of Property to the Public for Street Purposes
5. Planning Commission Work Program
6. Plat Corrections – Street Names
7. Other
8. Adjourn



Community Development Department

Memo

To: Buildings and Grounds Committee
From: Jason Locke, Community Development Director *JL*
Date: 8/20/2008
Subject: Aquatic Center Energy Efficiency projects

The Aquatic Center Energy Audit is just about complete, and there is a list of Energy Efficiency Measures (EEM's) that are being recommended for implementation. There are a total of 16 projects, which range from a new control system to pool covers and solar water heating. The attached worksheet shows all the projects and the ones in **bold** (2,3,5,6,7,8, and 14) would be a group we would want to do. These projects total \$675,000. After rebates and incentives, the cost would be about \$430,000. Implementing these measures would result in about \$70,000 of energy savings per year.

In order to finance these projects, and complete them all at one time, we would seek a loan. The Department of Energy has a loan program that the City could take advantage of. If we were to finance \$430,000 over 10 years at 5.5% interest, our debt service would be \$56,000 per year (An 8 year loan term would result in \$66,600 yearly debt service). Given the utility savings of \$70,000 per year, debt service would not be an issue. Or we could seek financing elsewhere as the City Manager and Council deem appropriate.

This is a real opportunity to improve the energy efficiency, and decrease operating costs, at the Aquatic Center.

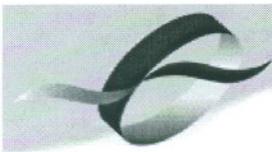
Action: We would like to move forward with preparing an RFP for the project.

TABLE 1: SUMMARY OF EEM Estimated Costs, Savings, ETO Incentives, Tax Credits and Simple Paybacks

EEM	Description	Estimated Electric Savings (kWh / Year)	Estimated Electric Savings (Avg kW / Month)	Estimated Natural Gas Savings (therms / Year)	Estimated Utility Savings (\$ / Year)	Estimated Cost to Install	Simple Raw Cost Payback (Years)	Estimated ETO Incentive (1)	Estimated BETC (2)	Net Owner Cost (After ETO & BETC)	Simple Payback after ETO & BETC (Years)
1	Install (3) New Pool Pumps	37,794	4	0	\$1,861	\$19,443	10.5	\$6,805	\$4,958	\$7,680	4.1
2	Install (5) New Pool Pumps	77,592	19	0	\$4,422	\$27,852	6.3	\$9,748	\$7,102	\$11,002	2.5
3	Install Manual Pool Blanket on Lap Pool & Manual Pool Blanket on Leisure (Multi-Use) Pool	0	0	10,803	\$10,538	\$33,070	3.1	\$10,803	\$8,433	\$13,834	1.3
3a	Install Automatic Pool Blanket on Lap Pool & Manual Pool Blanket on Leisure (Multi-Use) Pool	0	0	10,803	\$10,538	\$85,343	8.1	\$10,803	\$21,762	\$52,777	5.0
4	Replace Existing Domestic Water Heater with High Efficiency Condensing Domestic Water Heaters (3 @ 199,000 Btu/hr each)	0	0	726	\$709	\$21,258	30.0	\$1,493	\$2,710	\$17,055	24.1
5	Replace (2) Existing Boilers with (2) or (3) New High Efficiency Condensing Boilers (6,000,000 Btu/hr total boiler capacity)	0	0	11,332	\$11,054	\$217,113	19.6	\$24,000	\$42,283	\$150,829	13.6
5a	Install Parallel Port Controls on (2) Existing Gas Boilers and Minimize Low-Fire Rates	0	0	1,275	\$1,244	\$20,000	16.1	\$0	\$4,757	\$15,243	12.3
5b	Install Condensing Heat Recovery System on (2) Existing Gas Boilers	0	0	10,199	\$9,949	\$125,000	12.6	\$0	\$31,875	\$93,125	9.4
6	Expand (5) Pool Heat Exchangers and Replace (9) Hot Water Heating Coils so Boiler System can Operate with 100 - 110 F Return Water Temperature	0	0	5,389	\$5,256	\$48,290	9.2	\$5,389	\$12,314	\$30,588	5.8
7	Install Heat Recovery System for Locker Room AHU	-10,749	-1	4,597	\$3,955	\$45,925	11.6	\$4,597	\$11,711	\$29,617	7.5
8	Install Advanced Automatic DDC Control Strategies (Reset Natatorium Total Airflow & % OA based on Actual Load & Occupancy)	271,013	0	20,252	\$31,169	\$179,190	5.7	\$62,717	\$0	\$116,474	3.7
9	Install Vending Machine Controls	1,000	0	0	\$42	\$413	9.8	\$144	\$105	\$163	3.9
10	Install VSD on (2) HW Secondary Heating Pumps (7.5 hp each) & Convert 3-way valves to 2-way valves	24,435	0	0	\$1,029	\$29,590	28.8	\$4,887	\$3,936	\$20,767	20.2
11	Install Underwater LED Lights in Main Lap Pool	6,750	3	0	\$453	\$4,500	9.9	\$1,013	\$1,148	\$2,340	5.2
12	Install 28-watt T8 lamps when existing 32-watt T8 lamps fail	11,709	1	0	\$549	\$4,500	8.2	\$1,350	\$1,148	\$2,003	3.6
13	Install High Efficiency Fluorescent Lights in Natatorium	38,198	7	0	\$2,039	\$26,970	13.2	\$5,730	\$6,877	\$14,363	7.0
13a	Install High Efficiency Pulse Start Metal Halide Lights in Natatorium	16,608	3	0	\$886	\$10,500	11.8	\$2,491	\$2,678	\$5,331	6.0
14	Install Solar Pool Heating System	-6,498	-2	4,685	\$4,196	\$123,035	29.3	\$7,028	\$41,217	\$74,790	17.8
15	Install Solar DHW Heating System	-1,923	-1	1,443	\$1,292	\$64,900	50.2	\$8,655	\$21,742	\$34,503	26.7
16	Install Solar PV System	11,999	10	0	\$1,129	\$102,850	91.1	\$17,500	\$34,455	\$50,895	45.1
Total for EEMs 2, 3, 5, 6, 7, 8, 14 (interactive effects included in calculations)		331,357	16	57,058	\$70,590	\$674,475	9.6	\$124,281	\$123,060	\$427,134	6.1

(1) Note: Estimated ETO Incentives for Solar Pool Projects are based on \$1.50 per annual therm saved.
 Solar DHW EEM Estimated ETO Incentives are based on \$6.00 per annual therm saved.
 Solar PV EEM Estimated ETO Incentives are based on \$1.75 per watt of PV installed
 Condensing DHW EEM Estimated ETO Incentives are based on \$2.50 per kBtu/hr input of heaters
 Condensing Boiler EEM Estimated ETO Incentives are based on \$4.00 per kBtu/hr input of heaters
 Lighting EEM Estimated ETO Incentives are based on \$0.15 per kWh saved (with a cap of 30% of the project cost).
 Other Estimated ETO Incentives are based on \$0.20 per annual kWh saved, and \$1.00 per annual therm saved (with a maximum of 35% of the project cost).
 Actual Incentives will be determined by ETO and verified with an offer of incentive prior to starting projects.

(2) Note: Estimated BETC is 25.5% of project cost, capped at 15 year raw payback.
 except Solar (Renewable) is 33.5% of project cost (EEMs 14, 15 & 16)
 Actual BETC will be determined by Oregon Department of Energy after a separate application is submitted prior to starting projects.



[About our Office](#) [Programs & Services](#) [Contact Us](#) [Site Search](#) [Oregon Online](#) [Home](#)

**Oregon
Department of
Energy**

Loan Calculator

Ensure Oregon has an adequate supply of reliable and affordable energy, and is safe from nuclear contamination, by helping Oregonians save energy, develop clean energy resources, promote renewable energy and clean up nuclear waste.

To use the loan calculator enter:

- Loan amount in whole dollars (do not insert commas).
- Term of loan in years. A typical energy loan is for 10 to 15 years and should not exceed the useful life of project.
- Annual interest rate in two decimal places (example: 6.50). For current rates go to [Energy Rates](#) or contact program staff.
- Payment Type: Principal and interest is used for a regular amortizing loan. Interest only may apply during project construction.

Loan Amount \$

Term (years)

Interest Rate %

Payment Type

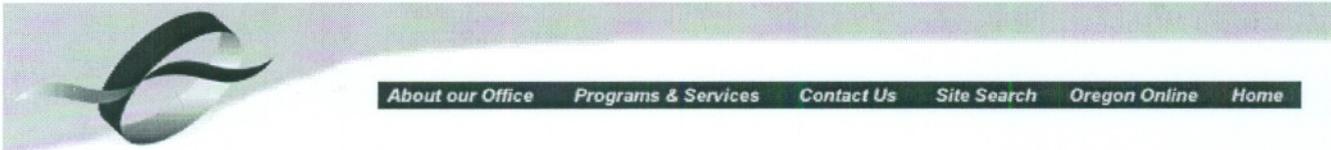
Monthly Payment \$

\$46,000/yr

Oregon Department of Energy
 625 Marion St. N.E.
 Salem, Oregon 97301
 503-378-4040
 Toll Free (Oregon only): 1-800-221-8035
[E-Mail Us](#)
 Fax: 503-373-7806

[About our Office](#) [Programs & Services](#) [Contact Us](#) [Site Search](#) [Oregon Online](#) [Home](#)

Updated 12/28/04



**Oregon
Department of
Energy**

Loan Calculator

Ensure Oregon has an adequate supply of reliable and affordable energy, and is safe from nuclear contamination, by helping Oregonians save energy, develop clean energy resources, promote renewable energy and clean up nuclear waste.

To use the loan calculator enter:

- Loan amount in whole dollars (do not insert commas).
- Term of loan in years. A typical energy loan is for 10 to 15 years and should not exceed the useful life of project.
- Annual interest rate in two decimal places (example: 6.50). For current rates go to [Energy Rates](#) or contact program staff.
- Payment Type: Principal and interest is used for a regular amortizing loan. Interest only may apply during project construction.

Loan Amount \$

Term (years)

Interest Rate %

Payment Type

Monthly Payment \$

\$66,600/yr

Oregon Department of Energy
625 Marion St. N.E.
Salem, Oregon 97301
503-378-4040
Toll Free (Oregon only): 1-800-221-8035
[E-Mail Us](#)
Fax: 503-373-7806



Updated 12/28/04



Community Development Department

Memo

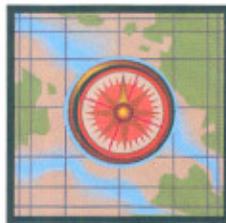
To: Buildings and Grounds Committee
From: Jason Locke, Community Development Director 
Date: 8/19/2008
Subject: Department Mission Statement

Attached is the Mission statement and motto developed by the members of the Community Development Department. This is an important team-building component and provides direction to the employees and managers in the department.

City of Dallas Community Development Department

*Planning, Building, Economic Development,
Facilities Maintenance, Library, and Aquatic
Center*

*“Helping Build a Stronger, Healthier Community through
Customer Service”*



The Community Development Department

Committed to excellence

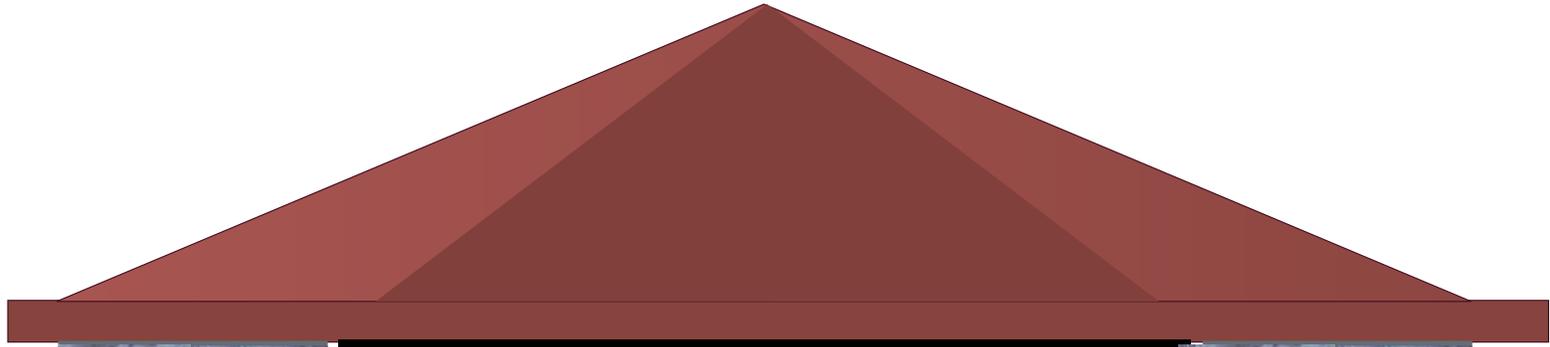
Always improving

Resolved to do our best for you

Enhancing livability

Serving with pride





THE CITY OF
DALLAS

**DALLAS
HIGH SCHOOL**



Spring Sports Awards
Tues. May 27th, 7:00pm

**DALLAS
HIGH SCHOOL**



D·A·L·L·A·S
CHAMBER
OF COMMERCE



DALLAS BUILDING & GROUNDS COMMITTEE

REPORT

TO: BUILDING AND GROUNDS COMMITTEE

<i>City of Dallas</i>	Agenda Item No. 5	Topic: Dedication of property to the public for street purposes
Prepared By: Emily Gagner	Meeting Date: 8/25/2008	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Jerry Wyatt		

RECOMMENDED MOTION:

Recommend to Council to direct the City Attorney to draft a Resolution that would dedicate one foot reserve strips in the developers name to the public for street purposes.

BACKGROUND:

There are several parcels of land that were recorded on subdivision plats as one-foot reserve strips. The Polk County Assessor's office requires that we dedicate those parcels to the public for street purposes in order to clean up the taxing of those parcels. This is merely a housekeeping issue; all the deeds transferring the property from the developer(s) to the City have been recorded with the Clerk's office.

FISCAL IMPACT:

None

ATTACHMENTS:

Draft Resolution

RESOLUTION NO. _____

A Resolution dedicating certain property to the public for street purposes.

WHEREAS, the City of Dallas is the owner of the parcels of real property described on Exhibit A, which is attached hereto and by this reference incorporated herein; and

WHEREAS, said parcels of land are required for inclusion in the street plans of the City of Dallas as portions of the streets identified on Exhibit A; and

WHEREAS, the City Council has determined that said parcels should be dedicated to the public for street purposes; NOW, THEREFORE,

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

Section 1. That the parcels of land more particularly described on Exhibit A hereto be, and they are hereby dedicated to the public for street purposes as portions of the streets identified on Exhibit A.

Adopted: August 4, 2008
Approved: August 4, 2008

JAMES B. FAIRCHILD, MAYOR

ATTEST:

JERRY WYATT, CITY MANAGER

DRAFT

EXHIBIT A

A strip of land at the following described parcels of land recorded in the City of Dallas, in Polk County, Oregon.

1. Tracts A, B and C, Forestry Creek Meadows Phase 2.
2. Block A, North Oaks Addition Phase IV.
3. Tract A, North Oaks Addition Phase VI.
4. Tract "A", Tract "B" and Tract "C", UGLOW ESTATES.
5. Tract A, Glenndale.
6. 1 Foot Reservation Strip, Meadowhaven Heights Phase IV.
7. Tracts 1 and 2, Meadowhaven Heights Phase V.
8. Tract 1, Meadowhaven Heights Phase VI.
9. Tracts A and B, Meadowhaven Heights Phase VII.

DRAFT



Community Development Department

Memo

To: Buildings and Grounds Committee
From: Jason Locke, Community Development Director
Date: 8/20/2008
Subject: Planning Commission Work Program

2008-2009 Planning Commission Proposed Work Program

- 1) Adopt TSP (includes amending the existing applicable Comprehensive Plan and appropriate Development Code regulations) **(Done)**
- 2) Comprehensive Plan Amendment: Citizen Involvement Element
- 3) Comprehensive Plan Amendment: Public Facilities Element
- 4) Parks and Open Space Plan
- 5) Development Code Revisions (DLCD Code Assistance Grant)
- 6) Planning Commissioner Training
- 7) Barberry and Lacreole node refinement plans

We are in the process of working through the Scopes of Work for both the Code Assistance Grant and the Quick Response Grant. Both of these grants are offered through the Transportation and Growth Management program at DLCD, and neither requires any grant management or expenditure of funds by the city, only staff time.

The Code Assistance project begins with an evaluation of our current Development Code and will result in a new and updated Code for the City to consider and adopt.

CITY OF DALLAS, OREGON
COMMUNITY DEVELOPMENT DEPARTMENT

TO: Jerry Wyatt, City Manager
FROM: Laurie Roberts, Executive Assistant
DATE: July 3, 2008
SUBJECT: Plat Corrections-Street Names

SUMMARY:

As we discussed, the listed corrections need to be made to the following recorded subdivision plats. These have been done in the past through approval of an ordinance. I have drafted one for your review and put it on the I:\All\CouncilAgenda\2008-08-04. Attached are copies for your information. Please be sure the staff verifies my information for accuracy.

River Gleann Estates Phase II:

- SE Greenlee Street extended replaces all references to SE Muir Drive (The corrections to SE Muir were partially done on Ord. No. 1671. However, a portion of Muir was in the River Gleann Estates Phase II subdivision, which was not included.)

Sunset Ridge Subdivision:

- NW Denton Avenue replaces all references to NW Denton Street (This section of Denton has been wrong since 1994 and was not included in Ord. No. 1671.)

Paisley Addition:

- SE Rosewood Lane replaces any references to SW Rosewood Lane (This plat was recently approved with the wrong street directions listed.)

Should you have any questions, please contact me.

/lr

ORDINANCE NO. _____

An Ordinance changing street names.

WHEREAS, it has been discovered that certain street names in subdivisions within the City do not comply with the requirements of the Dallas City Code requirements for street names and therefore said names need correction. NOW THEREFORE,

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. SE Muir Drive, in the River Gleann Estates Subdivision, Phase II, the plat for which was recorded in the records of Polk County as Clerk No. SP 10-31 and survey date of August 1, 1995, are hereby changed to SE Greenlee Street.

Section 2. NW Denton Street, in the Sunset Ridge Subdivision, the plat for which was recorded in the records of Polk County as Clerk No. SP 10-11 and survey date of April 13, 1994, are hereby changed to NW Denton Avenue.

Section 3. SW Rosewood Lane, in the Paisley Addition Subdivision, the plat for which was recorded in the records of Polk County as Clerk No. SP 14-30 and survey date of November 21, 2007, are hereby changed to SE Rosewood Lane.

Read for the first time: July 21, 2008
Read for the second time: August 4, 2008
Passed by the City Council: August 4, 2008
Approved by the Mayor: August 4, 2008

JAMES B. FAIRCHILD, MAYOR

ATTEST:

JERRY WYATT, CITY MANAGER

POST MEETING AGENDA

PUBLIC WORKS COMMITTEE

Monday, August 25, 2008

4:00 p.m.

Jackie Lawson, Chair

Warren Lamb

David Voves

Wes Scroggin

1. Update on Park and Recreation Projects
 - Rotary Park Update
 - Dog Park – Staff will bring draft Ordinance to adopt rules to Council for approval
 - Street Tree Trimming – Core Area
 - Park Trail Site Visit – Staff will let Council know date for site visit when finalized
 - Kingsborough Park – Staff will bring proposal for to refurbish park later this year
 - Cooperative Project with Arboretum
 - Tree City USA Update
 - BMX Park – Staff will work with Santiam Bicycle to see if they are interested in reestablishing BMX area in town
 - Park Reservation System – Staff will bring report to Sept 15 Council meeting for approval
 - Carnegie Building lot improvements
 - Ambulance Building lot improvements
2. Update on Water Projects
 - Treated Water Tank Project – Make appointment through Jerry's office if you'd like to see the new tank
 - Cherry Street Transmission Project
 - AMR (Automated Meter Reading) Project
 - ASR Cycle 7 / Grant Application – Staff is proceeding with OWRD grant application to research future ASR sites
 - SW Cherry Street Project (between 10th & 11th Street)
3. Update on Transportation Projects
 - Levens Street Bridge
 - Electric Vehicles – Staff is waiting for third vendor to get less expensive vehicle in stock to test drive before making decision
 - Transportation SDC Adjustment – Staff will have report at TSP Workshop Sept 10
 - Signal at Washington and Main Street
4. Operational Report from Public Works Director
 - Farm Property Lease
 - OMI – First Year Amendment – Referred to Item 6.1 b on September 2, 2008 Agenda
 - Water Reuse Grant Application
5. Other
6. Adjourn

1
2
3 Members Present: Chair Jackie Lawson and Dave Voves. Excused: Warren Lamb and Wes
4 Scroggin.

5 Also Present: Mayor Jim Fairchild, City Manager Jerry Wyatt, Assistant City Manager Kim
6 Marr, City Attorney Lane Shetterly, Public Works Director Fred Braun, Assistant Public Works
7 Director Christy Ellis, and Recording Secretary Emily Gagner.

8 Chair Jackie Lawson called the meeting to order at 4:51 p.m.

9 **Update on Park and Recreation Projects**

10 Rotary Park Update

11 Ms. Ellis stated the City has been working with the National Guard at Rotary Park, and they
12 have removed the fence dividing the two lots at that location and done some rough grading. The
13 City hired a contractor to place the blocks for the retaining wall, and City crews placed the rock.
14 Staff is now working on getting bids for the concrete work on the path and basketball court. Neil
15 Bell from the OSU Extension office did the design and got donations for the plant materials. She
16 indicated Rotary will be installing the plants in the fall, and she anticipates wrapping the whole
17 project up in late fall.

18 Dog Park

19 Mr. Wyatt reviewed the proposed rules for the dog park and noted staff is moving forward with
20 putting it in. Mr. Braun stated letters have gone out to the neighborhood. Mr. Shetterly stated the
21 Council would need to pass an Ordinance to adopt the dog park rules, as all other park rules are in
22 the Code. There was some discussion about rewording certain rules, and Mr. Shetterly stated he
23 would work on them for the Council.

24 Street Tree Trimming – Core Area

25 Ms. Ellis stated staff put out a request for quotes for tree trimming. The work is scheduled to be
26 done October 22 and 23. R & R Tree Service will be completing the work on 100 trees at a cost
27 of \$44 per tree. Mr. Braun explained this is not all the trees in the downtown area.

28 Park Trail Site Visit

29 Ms. Ellis stated staff is working with the Park and Recreation Board to show the potential loca-
30 tion of the trail. Staff will be setting a date sometime in September for a site visit and will be in-
31 viting the Council to get on site to see that potential location. Mr. Braun clarified that this is the
32 section of trail between the Aquatic Center and Hawthorne Avenue to the east.

33
34 Ms. Ellis advised that the City crews are refurbishing the trail in some areas of the City Park.
35 They are using the concrete planer to remove bumps and filling in some areas with asphalt to
36 make the trail safer.

37 Kingsborough Park

1 Mr. Braun stated this park is high on the priority list to refurbish. Staff would like to move the
2 play equipment out of the low area so it is less likely to be in standing water during heavy rains.
3 He indicated staff would bring proposals to the Council later in the year.

4 Cooperative Project with Arboretum

5 Ms. Ellis indicated the Arboretum staff has requested assistance in the removal of the pond at the
6 entrance to the Arboretum. Our crews will help with that removal, and then the Arboretum will
7 have a contractor come in and rebuild a much larger pond. The new pond will be equipped with
8 higher efficiency pumps, which will help lower the electric bill, which the City pays.

9 Tree City USA Update

10 Ms. Ellis stated she has been in contact with State Forester Paul Reese, who is trying to assist the
11 City in becoming the 50th Tree City in Oregon. They want to do a big celebration for the 50th
12 Tree City in conjunction with the 150th anniversary of the state.

13 BMX Park

14 Mr. Braun stated the area south of the Lyle Ball Fields with several large mounds, which is on
15 school property, has been leveled off and staff is working with the school to keep it that way. He
16 noted Santiam Bicycle is interested in reestablishing a BMX area in town.

17 Park Reservation System

18 Mr. Wyatt indicated staff is interested in starting to take reservations for the park in January ra-
19 ther than May. He noted we have many people asking already for reservations next summer. Mr.
20 Braun stated staff is also proposing a fee schedule for inflatables and would like to require large
21 parties to move in a dumpster so they don't fill the garbage cans for other park users. Mr. Wyatt
22 advised he would have a full staff report for the Council that would address these items.

23 Carnegie Building Lot Improvements/Ambulance Building Lot Improvements

24 Mr. Braun stated these items are two cleanup projects around the Community that our Parks De-
25 partment will be working on. The first is the lot around the Carnegie Building, and the second is
26 the landscape area around the newer parking lot by the Ambulance building.

27 **Update on Water Projects**

28 Treated Water Tank Project:

29 Mr. Braun stated this project is about 90% done. The contractor has pressure tested the feed line
30 for the tank and it passed. They will be pressure testing the tank as soon as the Cherry Street
31 project is complete. Crews are wrapping up the cleanup work. He indicated if any of the Coun-
32 cilors would like to see the facility, they can make an appointment through Jerry's office and
33 staff will drive them up to see it.

34 Cherry Street Transmission Project:

35 Mr. Braun explained that this is the feed line from Clay Street to the new water tank. Camrock
36 Excavation was awarded the contract and the preconstruction meeting is scheduled for Friday,
37 August 29. They will start construction in early September and should finish by the end of Oc-
38 tober or first part of November. This is the last of the State Revolving Loan Fund projects.

1 AMR (Automated Meter Reading) Project:

2 Mr. Braun stated the vendor will ship the new meters in two weeks. Staff will then start the
3 project in September to automate the meter reading for outside water accounts on Ellendale Road
4 near the Water Treatment Plant. This project will increase efficiency and safety, as the system is
5 set up to transmit the readings back to City Hall directly via radio frequency. There was some
6 discussion about the accuracy of the meters, and Mr. Braun indicated this pilot test is being done
7 to scrutinize the program for the first few months and work out all the bugs.

8 ASR Cycle 7 / Grant Application:

9 Mr. Braun reported that Cycle 7 of the ASR is progressing. Staff has shut off the ASR due to
10 low demand. The performance of the ASR has increased dramatically over last year. He stated
11 our consultant has put a grant application together to determine where the next ASR should go,
12 or if there is anything we can do to our existing ASR to increase its capacity. Mr. Braun said we
13 will proceed with the grant application and see how it fairs in the state process.

14 SW Cherry Street Project (Between 10th & 11th Street):

15 Mr. Braun stated this is a project that will be completed by our crews. There is a block of 2”
16 galvanized water line that needs to be replaced and will be done just prior to the main transmis-
17 sion line project. Once both projects are done, we will pave the street.

18 **Update on Transportation Projects**

19 Levens Street Bridge

20 Mr. Braun stated the contractor will be fixing the approach slabs to Levens Street Bridge that
21 have settled. They will bore holes in the approach slab and pump in polyethylene to lift it up and
22 level it out. It will be done in mid to late September. Councilor Voves stated when log trucks go
23 over the bridge, the bumps cause debris to fall off the trucks and it makes a mess. He recom-
24 mended having the street sweeper go over the bridge before heading back to the shops each day.

25 Electric Vehicles

26 Ms. Ellis stated staff has looked at two different vehicles – one priced at \$22,500 and one priced
27 at \$17,500. Staff is also talking to another vendor that is working on a model that will be in later
28 this year that will cost \$12-15,000 so we are waiting for that before making a decision. Because
29 electric vehicles have no oil or filters to change, maintenance costs are less. There are zero
30 emissions and little noise with these vehicles and they only cost about one cent per mile to oper-
31 ate. There was some discussion about the longevity of the batteries and the vehicles. Mr. Braun
32 stated technology has improved, but we’re still waiting for the next step. Ms. Ellis stated the
33 cost savings on fuel alone would pay for the vehicle in about four years.

34 Transportation SDC Adjustment

35 Mr. Braun stated he will be coming to the Council with some numbers of proposed SDC fees to
36 help pay for projects listed in the TSP. He noted he will have numbers ready for the workshop
37 on the 10th of September.

38 Signal at Washington and Main Street

39 Mr. Braun stated the project is progressing and should be done by the end of September.

1 **Operational Report from Public Works Director**

2 Farm Property Lease:

3 Ms. Ellis indicated staff has renegotiated the lease on the property to the west of Orrs Corner
4 Road. It is a two-year lease at \$14,675 per year. She noted that the lease wasn't renewed when
5 due last year because the school was looking at possibly putting the high school there. Mr.
6 Wyatt stated he will be talking to the Council about the future of that property and the farm-
7 house.

8 OMI – First Year Amendment:

9 Ms. Ellis reported that the City has finalized the first year amendment for service and manage-
10 ment of the Wastewater Treatment Facility. The increase came in at 1% and includes biosolids
11 haul-out.

12 Water Reuse Grant Application:

13 Mr. Braun stated this is similar to ASR grant and the same agency is accepting grants for waste-
14 water applications. He indicated it would be beneficial to use wastewater to irrigate ball fields to
15 offset demand in the community. This would help us avoid having to bring another ASR on line
16 as soon. Mr. Braun indicated staff is working on paperwork for a 50% grant.

17 **Other**

18 Ms. Ellis reported that staff did apply for a bicycle/pedestrian grant for sidewalks and bicycle
19 lanes on Godsey Road between Miller Avenue and the railroad tracks.

20 There was no other business and the meeting was adjourned at 5:35p.m.

MEETING AGENDA

PUBLIC WORKS COMMITTEE

Monday, August 25, 2008

4:00 p.m.

Jackie Lawson, Chair
Warren Lamb
David Voves
Wes Scroggin

1. Update on Park and Recreation Projects
 - Rotary Park Update
 - Dog Park
 - Street Tree Trimming – Core Area
 - Park Trail Site Visit
 - Kingsborough Park
 - Cooperative Project with Arboretum
 - Tree City USA Update
 - BMX Park
 - Park Reservation System
 - Carnegie Building lot improvements
 - Ambulance Building lot improvements
2. Update on Water Projects
 - Treated Water Tank Project
 - Cherry Street Transmission Project
 - AMR (Automated Meter Reading) Project
 - ASR Cycle 7 / Grant Application
 - SW Cherry Street Project (between 10th & 11th Street)
3. Update on Transportation Projects
 - Levens Street Bridge
 - Electric Vehicles
 - Transportation SDC Adjustment
 - Signal at Washington and Main Street
4. Operational Report from Public Works Director
 - Farm Property Lease
 - OMI – First Year Amendment
 - Water Reuse Grant Application
5. Other
6. Adjourn

off-leash park rules

- These guidelines will help to ensure that your dog park stays clean and safe.
- Please use the mutt mitt dispensers and waste containers located at the park's fence lines. Owners/custodians must clean up after their dog(s) to decrease the spread of disease.
- To help keep the dog park clean, please do not groom animals at the park.
- Dogs must be kept on a leash until the owners/custodian and dog(s) are in the dog park and the entrance gates are fully closed after entry.
- Dogs must be accompanied by their owners/custodians. Owners/custodians must maintain voice control over their dog(s) and keep them in sight while visiting the dog park.
- Dog behavior can be unpredictable around other dogs and strangers. For the safety of all the dogs at the parks, immediately leash your dog if it exhibits aggressive behavior and leave the dog park area.
- Some dogs exhibit unpredictable behavior around small children. For the safety of children please do not bring children under the age of 12 into the dog parks.
- Owners/custodians of a dog are responsible for the acts and conduct of their animal at all times when it is in a city park. Park users and dog owners assume all risks related to use of the dog park.
- All dogs in the park must be licensed. Dogs should wear current license tags and be up-to-date on shots. If they are not wearing a tag, proof of rabies vaccination must be shown.
- No more than 2 dogs per person.
- No sick dogs, dogs in heat, or dogs with fleas.
- Rough play is not allowed especially if any of the dogs involved are not comfortable with the situation.
- Digging is not allowed except at a designated area. If your dog does dig a hole elsewhere, do your best to fill it in.
- Curb excessive barking, especially near the neighbors.
- Smoking, alcoholic beverages, and food are not permitted within the park area.
- Park is open from dawn to dusk.

DALLAS CITY COUNCIL REPORT

TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL

<i>City of Dallas</i>	Agenda Item No. 6.1 b	Topic: OMI Wastewater Treatment Facility contract amendment
Prepared By: Emily Gagner	Meeting Date: 9/2/2008	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Jerry Wyatt		

RECOMMENDED MOTION:

Direct the City Manager to sign “Amendment No. 1 to the Agreement for the Operations, Maintenance, and Management Services for the City of Dallas, Oregon.”

BACKGROUND:

In the fall of 2007, the Council authorized the City Manager to ratify the original contract with OMI for the operation, maintenance and management services at the City’s Wastewater Treatment Facility. The initial term of the contract ran through June 30, 2008. At that time we reviewed the contract and recommended changes, which are reflected in the attached amendment.

FISCAL IMPACT:

2008/09 Budgeted Item

ATTACHMENTS:

Amendment No. 1 to the Agreement for Operations, Maintenance, and Management Services for the City of Dallas, Oregon.

AMENDMENT NO. 1
to the
AGREEMENT FOR OPERATIONS,
MAINTENANCE AND MANAGEMENT SERVICES
for
THE CITY OF DALLAS, OREGON

This Amendment is made and entered into this 1st day of July 2008 between the City of Dallas (hereinafter "Owner") and Operations Management International, Inc (hereinafter "CH2M HILL OMI"). This is Amendment No. 1 to the Agreement dated the 15th day of October 2007, between Owner and CH2M HILL OMI.

NOW THEREFORE, Owner and CH2M HILL OMI agree to amend the Agreement as follows:

1. 4.1 is hereby deleted in its entirety and replaced with the following 4.1:

4.1 The initial term of this Agreement shall be for eight and one half months (8-1/2) months commencing on October 15, 2007 through June 30, 2008. There shall be two (2) additional one (1) year terms from July 1, 2008 through June 30, 2009 and July 1, 2009 and June 30, 2010. Thereafter, this Agreement shall be automatically renewed for successive terms of five (5) years each unless cancelled by either party not less than one hundred twenty (120) days prior to expiration.

2. 7.3 is hereby deleted in its entirety and replaced with the following 7.3:

7.3 Comprehensive Automobile and Vehicle Liability Insurance with Five Million Dollars (\$5,000,000) combined single limits covering claims for injuries to members of the public and/or damages to property of others arising from the use of CH2M HILL OMI owned or leased motor vehicles, including onsite and offsite operations.

3. 7.11 is hereby added:

7.11 Insurance policies provided by CH2M HILL OMI must be delivered to the Owner on an annual basis and cannot be cancelled without 30 days written notice to the Owner.

4. A.7 is hereby deleted in its entirety and replaced with the following A.7:

A.7 "Commencement Date" shall mean October 15, 2007.

5. A. 13 is hereby deleted in its entirety and replaced with the following A.13:

A.13 "Repairs" means those non-routine/non repetitive activities required for operational continuity, safety and performance generally resulting from failure or to avert a failure of the equipment, sewer, vehicle, or facility or some component thereof. Exception: UV lamp replacement will be considered Repair Parts.

6. B.1.2 is hereby deleted in its entirety and replaced with the following B.1.2:

B.1.2 Operate, maintain and/or monitor the Project such that the Project is staffed Monday through Friday eight (8) hours per day. Weekend and Holiday staffing will be provided as required by NPDES permit with staff being required to visit the facility every day. CH2M HILL OMI shall be responsive to alarms and emergency calls twenty-four (24) hours per day, seven (7) days per week, within one (1) hour of its occurrence.

7. E.1.1 is hereby deleted in its entirety and replaced with the following E.1.1:

E.1.1 Owner shall pay to CH2M HILL OMI as compensation for services performed under this Agreement a Base Fee of Five-Hundred Sixty Eight Thousand Seven Hundred Fourteen Dollars (\$568,714.00) for the first year of this Agreement commencing on July 1, 2008. Subsequent years base fees shall be determined as hereinafter specified.

8. E.1.5 is hereby deleted in its entirety and replaced with the following E.1.5:

E.1.5 The total amount CH2M HILL OMI shall be required to pay for Repairs shall not exceed the annual Repairs Limit of Twenty-five Thousand Dollars (\$25,000) for the second year of this Agreement. CH2M HILL OMI shall provide Owner with a detailed invoice of Repairs over the annual Repairs Limit, and Owner shall pay CH2M HILL OMI for all Repairs in excess of such limit. CH2M HILL OMI will rebate to Owner the entire amount that the cost of Repairs is less than the annual Repairs Limit.

9. E.1.9 is hereby added:

E.1.9 Disposal of Biosolids for 2008 shall be based on 570 wet tons per year, based on the City of Dallas 2007 Biosolids report. Additional Biosolids disposal above 570 wet tons for 2008 will be billed directly to Owner. Additional labor for additional Biosolids removal will be considered a "Scope Change".

10. E.1.10 is hereby added:

E.1.10 Owner will pay additional compensation to CH2M HILL OMI any increase in electrical cost that is a result of electrical rate schedule increase and CH2M HILL OMI will pay to Owner any decreases in electrical that is a result of electrical rate schedule decrease that may occur during any Agreement year. The additional compensation to CH2M HILL OMI or payment to Owner will be calculated based upon the new electrical schedule applied to the actual consumption of electricity, subject to the maximum annual averages established below, and will reflect actual cost increase or reduction. The base electrical rate is the Pacific Power Installation schedule 30 where applicable, that is in effect on the first day of the month that is six months prior to anniversary of the effective date hereof. Any such adjustments will be calculated within sixty (60) days of the end of each Agreement year.

11. E.1.11 is hereby added:

E.1.11 The additional compensation will be calculated based on a maximum annual average of 1,907,200 kWh of energy and 318kW of Demand per month for the wastewater facilities specified herein.

If the City pursues an energy savings or reduction project that reduces the actual maximum annual average of energy and demand per month below the foregoing amounts, the parties agree to renegotiate the annual average of energy consumption and energy demands and adjust the contract accordingly. Said adjustment shall be made at the time of annual renewal of the contract or within 3 months of the completion of said project, whichever is earlier.

All other terms and conditions remain in effect in accordance with the Agreement referenced in this Amendment.

Both parties indicate their approval of this Amendment by their signatures below.

Authorized Signature:

Authorized Signature:

Roger Quayle
Title: Senior Vice President

Jerry Wyatt
Title: City Administrator

OPERATIONS MANAGEMENT
INTERNATIONAL, INC.

City of Dallas

Date: _____

Date: _____

DALLAS CITY COUNCIL REPORT

TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL

<i>City of Dallas</i>	Agenda Item No. 6.1 e	Topic: Polk County Water Resources grant application letter of support
Prepared By: Emily Gagner	Meeting Date: 9/2/2008	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Jerry Wyatt		

RECOMMENDED MOTION:

Direct the City Manager to submit a letter of support for Polk County’s application to the Oregon Water Resources Department for a regional water storage project on the Siletz River.

BACKGROUND:

The purpose of the request is to show support from the City of Dallas for an application Polk County is submitting to the Oregon Water Resources Department. The grant is to be used to study a water storage project on the Siletz River, including an initial review of potential environmental impacts. This storage project would benefit both Lincoln and Polk Counties. It is understood that there is the potential for a significant sized storage facility that could meet the municipal and quasi-municipal needs of water providers in both counties, as well as increase summer flows in the Siletz and Luckiamute Rivers that would improve water quality and enhance fish habitat.

FISCAL IMPACT:

\$10,000 match if the grant is awarded

ATTACHMENTS:

Draft letter of support

- City Manager's Office

August 26, 2008

Polk County Board of Commissioners
850 Main Street
Dallas, Oregon 97338

Re: Polk County Water Resources Grant Application

Dear Commissioners:

The purpose of this letter is to serve as a letter of support from the City of Dallas for an application Polk County is submitting to the Oregon Water Resources Department. We understand the grant is to be used to study a water storage project on the Siletz River, including an initial review of potential environmental impacts. This storage project would benefit both Lincoln and Polk Counties. We understand there is the potential for a significant sized storage facility that could meet the municipal and quasi-municipal needs of water providers in both counties, as well as increase summer flows in the Siletz and Luckiamute Rivers that would improve water quality and enhance fish habitat.

The City of Dallas looks forward to working with you and we ask that you keep us informed on the status of this important project.

If you have any questions, or need further assistance, please call me at 503-831-3502.

Sincerely,

Jerry Wyatt
City Manager

/eg

- City Manager's Office

August 26, 2008

Bob Rice, Grant Program Specialist
Water Conservation, Reuse and Storage Grant Program
Administrative Services Division
Oregon Water Resources Department
725 Summer St. NE, Suite A
Salem, OR 97301-1271

RE: Grant

Dear Mr. Rice,

This letter is to confirm the availability of \$10,000 in funds that will be used to match the water storage grant request being made by Polk County.

As noted in the grant application, these funds will be used to study a regional water storage project that could meet the long term water resource needs of both Lincoln and Polk Counties.

Sincerely,

Jerry Wyatt
City Manager

/eg

DALLAS CITY COUNCIL REPORT

TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL

<i>City of Dallas</i>	Agenda Item No. 6.1 d	Topic: Dedication of property to the public for street purposes
Prepared By: Emily Gagner	Meeting Date: 9/2/2008	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Jerry Wyatt		

RECOMMENDED MOTION:

Move to direct the City Attorney to draft a Resolution that would dedicate one foot reserve strips in the developers name to the public for street purposes.

BACKGROUND:

There are several parcels of land that were recorded on subdivision plats as one-foot reserve strips. The Polk County Assessor's office requires that we dedicate those parcels to the public for street purposes in order to clean up the taxing of those parcels. This is merely a housekeeping issue; all the deeds transferring the property from the developer(s) to the City have been recorded with the Clerk's office.

FISCAL IMPACT:

None

ATTACHMENTS:

Draft Resolution

RESOLUTION NO. _____

A Resolution dedicating certain property to the public for street purposes.

WHEREAS, the City of Dallas is the owner of the parcels of real property described on Exhibit A, which is attached hereto and by this reference incorporated herein; and

WHEREAS, said parcels of land are required for inclusion in the street plans of the City of Dallas as portions of the streets identified on Exhibit A; and

WHEREAS, the City Council has determined that said parcels should be dedicated to the public for street purposes; NOW, THEREFORE,

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

Section 1. That the parcels of land more particularly described on Exhibit A hereto be, and they are hereby dedicated to the public for street purposes as portions of the streets identified on Exhibit A.

Adopted: September 15, 2008
Approved: September 15, 2008

JAMES B. FAIRCHILD, MAYOR

ATTEST:

JERRY WYATT, CITY MANAGER

EXHIBIT A

A strip of land at the following described parcels of land recorded in the City of Dallas, in Polk County, Oregon.

1. Tracts A, B and C, Forestry Creek Meadows Phase 2.
2. Block A, North Oaks Addition Phase IV.
3. Tract A, North Oaks Addition Phase VI.
4. Tract "A", Tract "B" and Tract "C", UGLOW ESTATES.
5. Tract A, Glenndale.
6. 1 Foot Reservation Strip, Meadowhaven Heights Phase IV.
7. Tracts 1 and 2, Meadowhaven Heights Phase V.
8. Tract 1, Meadowhaven Heights Phase VI.
9. Tracts A and B, Meadowhaven Heights Phase VII.

DRAFT

DALLAS CITY COUNCIL REPORT

TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL

<i>City of Dallas</i>	Agenda Item No. 6.1 e	Topic: Plat corrections – street names
Prepared By: Emily Gagner	Meeting Date: 9/2/2008	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Jerry Wyatt		

RECOMMENDED MOTION:

Move to direct the City Attorney to draft an Ordinance that would change certain street names to correct errors in the original plats.

BACKGROUND:

Three streets were recorded on the subdivision plats incorrectly and must be changed. One street was renamed altogether, but the plat was never corrected. One section of a street was listed as “Street” on one plat, when the rest of that street is an “Avenue.” The third street has the wrong direction (SW instead of SE) recorded on the plat. This housekeeping item will simplify things for emergency services.

FISCAL IMPACT:

None (street signs already reflect correct information)

ATTACHMENTS:

Draft Ordinance

ORDINANCE NO. _____

An Ordinance changing street names.

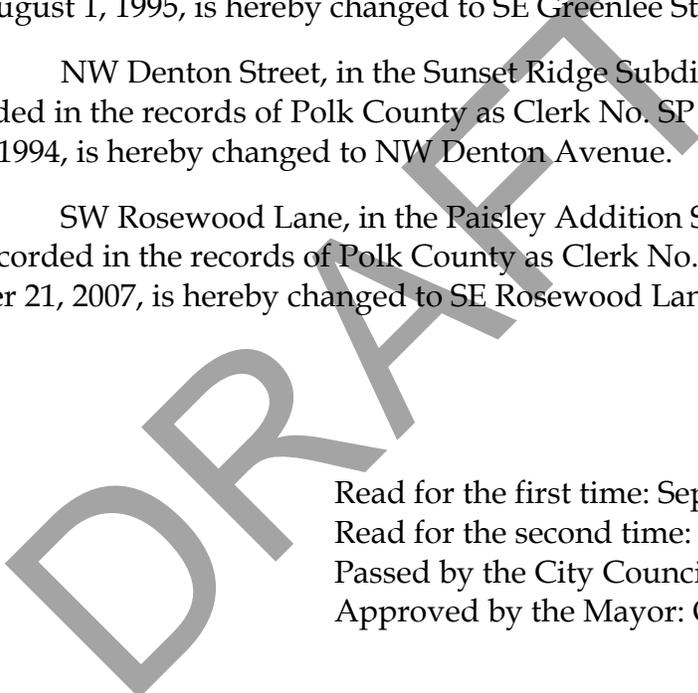
WHEREAS, it has been discovered that certain street names in subdivisions within the City do not comply with the requirements of the Dallas City Code requirements for street names and therefore said names need correction. NOW THEREFORE,

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. SE Muir Drive, in the River Gleann Estates Subdivision, Phase II, the plat for which was recorded in the records of Polk County as Clerk No. SP 10-31 and survey date of August 1, 1995, is hereby changed to SE Greenlee Street.

Section 2. NW Denton Street, in the Sunset Ridge Subdivision, the plat for which was recorded in the records of Polk County as Clerk No. SP 10-11 and survey date of April 13, 1994, is hereby changed to NW Denton Avenue.

Section 3. SW Rosewood Lane, in the Paisley Addition Subdivision, the plat for which was recorded in the records of Polk County as Clerk No. SP 14-30 and survey date of November 21, 2007, is hereby changed to SE Rosewood Lane.



Read for the first time: September 15, 2008
Read for the second time: October 6, 2008
Passed by the City Council: October 6, 2008
Approved by the Mayor: October 6, 2008

JAMES B. FAIRCHILD, MAYOR

ATTEST:

JERRY WYATT, CITY MANAGER

COMMUNITY DEVELOPMENT

City Manager	Jerry Wyatt	Building Official	Ted Cuno
Director	Jason Locke	Building Inspector	Troy Skinner
Assistant	Laurie Roberts	Planner	John Swanson
Building & Grounds	Ken Stoller		

July 2008 Monthly Report - Planning & Building

LAND USE APPLICATIONS

	Sign	Home Occupation	Conditional Use	Variance	Partition / Replat	Subdivision	Street Plan	Annexation	Zone Change
Jul-08	3	0	0	0	0	0	0	0	0
YTD 2008	9	5	2	4	3	0	0	0	1
Jul-07	1	3	0	1	0	2	0	1	1
Total 2007	15	5	7	10	8	3	0	1	5

INSPECTIONS AND SITE VISITS

Monthly: Inspections - 187	Site Visits - 116	Year to Date: Inspections - 1612	Site Visits - 867																																				
<table border="1"> <caption>Monthly Inspections and Site Visits (July 04 - July 08)</caption> <thead> <tr> <th>Month</th> <th>Inspections</th> <th>Site Visits</th> </tr> </thead> <tbody> <tr> <td>July 04</td> <td>420</td> <td>240</td> </tr> <tr> <td>July 05</td> <td>290</td> <td>170</td> </tr> <tr> <td>July 06</td> <td>470</td> <td>230</td> </tr> <tr> <td>July 07</td> <td>330</td> <td>170</td> </tr> <tr> <td>July 08</td> <td>190</td> <td>110</td> </tr> </tbody> </table>		Month	Inspections	Site Visits	July 04	420	240	July 05	290	170	July 06	470	230	July 07	330	170	July 08	190	110	<table border="1"> <caption>Year to Date Inspections and Site Visits (2004 - 2008)</caption> <thead> <tr> <th>Year</th> <th>Inspections</th> <th>Site Visits</th> </tr> </thead> <tbody> <tr> <td>2004</td> <td>420</td> <td>240</td> </tr> <tr> <td>2005</td> <td>450</td> <td>210</td> </tr> <tr> <td>2006</td> <td>650</td> <td>310</td> </tr> <tr> <td>2007</td> <td>370</td> <td>320</td> </tr> <tr> <td>2008</td> <td>187</td> <td>116</td> </tr> </tbody> </table>		Year	Inspections	Site Visits	2004	420	240	2005	450	210	2006	650	310	2007	370	320	2008	187	116
Month	Inspections	Site Visits																																					
July 04	420	240																																					
July 05	290	170																																					
July 06	470	230																																					
July 07	330	170																																					
July 08	190	110																																					
Year	Inspections	Site Visits																																					
2004	420	240																																					
2005	450	210																																					
2006	650	310																																					
2007	370	320																																					
2008	187	116																																					

BUILDING PERMIT SUMMARY

Permit Use	Jul-08	Jul-07	YTD Total 2008	Annual Total 2007	YTD Valuation 2008	Annual Valuation 2007
New Single Family	1	5	20	6	\$3,814,637	\$27,817,118
New Duplexes	0	0	0	0	0	1,014,008
New Multifamily	0	0	0	0	0	7,252,179
Residential Remodel	6	8	42	1	1,343,952	1,179,230
Residential Accessory Building	1	0	4	0	59,891	242,455
New Commercial	3	2	11	1	2,977,060	183,242
Commercial Remodel	5	6	28	1	556,000	1,560,685
New Industrial	0	0	0	0	0	0
Industrial Remodel	0	0	0	0	0	67,323
Public Building	1	1	2	2	10,900	59,440
Mobile Home Accessory	0	0	0	0	0	9,136
Misc./No Fee Permits	0	0	0	0	0	0
Total All Categories	17	22	107	11	\$8,762,439	\$39,384,817

DALLAS AQUATIC CENTER

City Manager - Jerry Wyatt
Director - Jason Locke
Supervisor - Tina Paul

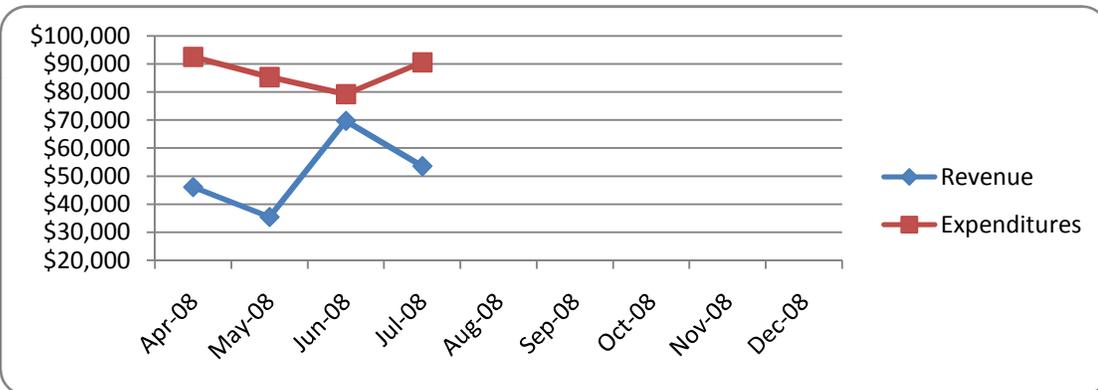
JULY 2008 MONTHLY REPORT

REVENUE	Jul-08	Fiscal YTD
General Admission	\$26,547	\$26,547
Annual Membership	10,477	10,477
Concessions	8,274	8,274
Pool Rental/Parties	1,280	1,280
Other	6,979	6,979
Total	\$53,557	\$53,557

Current Members:	
Annual	469
3-month Water Aerobics	45

Monthly Attendance:	
July	11,020

EXPENDITURES	Month	Fiscal YTD
	Jul-08	\$90,539
	Jul-07	\$89,227



Utility Costs:	Jul-08	Fiscal YTD
Natural Gas	\$6,876	\$6,876
Electricity	\$8,253	\$8,253

Whats New:

- * With the new membership rates starting July 1, the attendance to all swims, especially Recreation swims during the day, has increased 30% from last year.
- * The repair and maintenance department replaced the main circulation motor for the main pool. Being 7 1/2 years old, the motor needed a major overhaul so instead of repairing it at a high cost, we replaced it with a new more appropriate (stainless steel) more efficient motor that will cut the electrical consumption.
- * We also replaced the main circulation motors on the Leisure pool and the Therapy pools for the same reason.
- * Overall, we are having a busy summer and all has been safe.

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

Circulation Statistics

Adult	July 2008	July 2007	Children	July 2008	July 2007
Print Materials	7791	7307	Print Materials	3259	3103
Books on Tape/CD	570	463	Books on Tape/CD	196	237
AV Materials	1307	921	AV Materials	929	801
Misc. items	2163	2125			
2008 Year to Date 75,968			2008 Year to Date 28,787		
Remote Renewals 954			2008 Year to Date 6206		
Combined Total 110,961					

Additional Activity

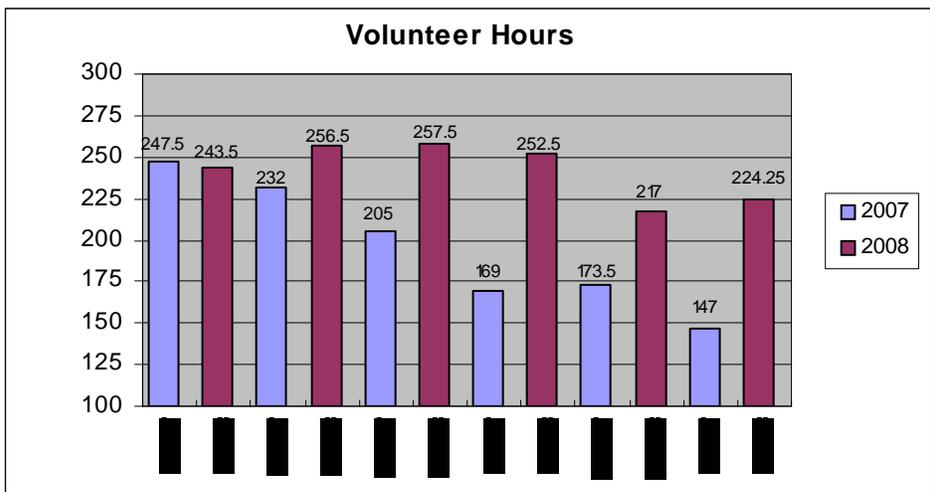
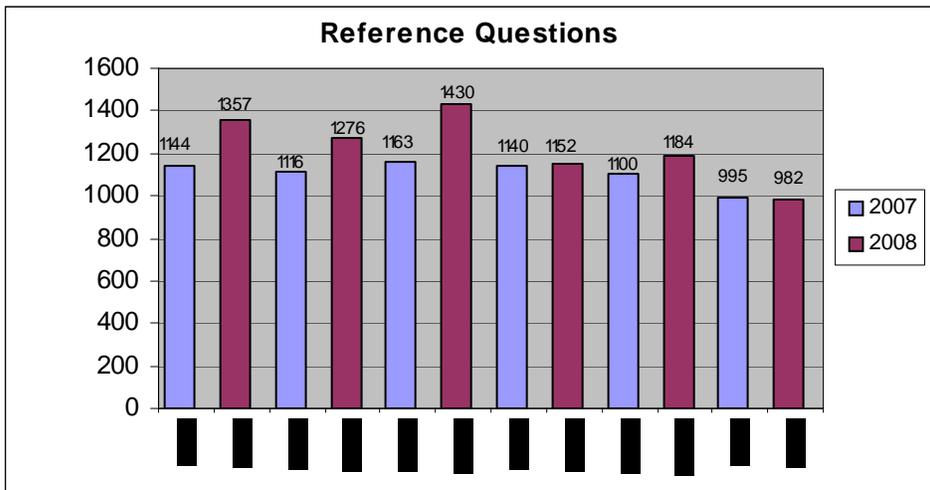
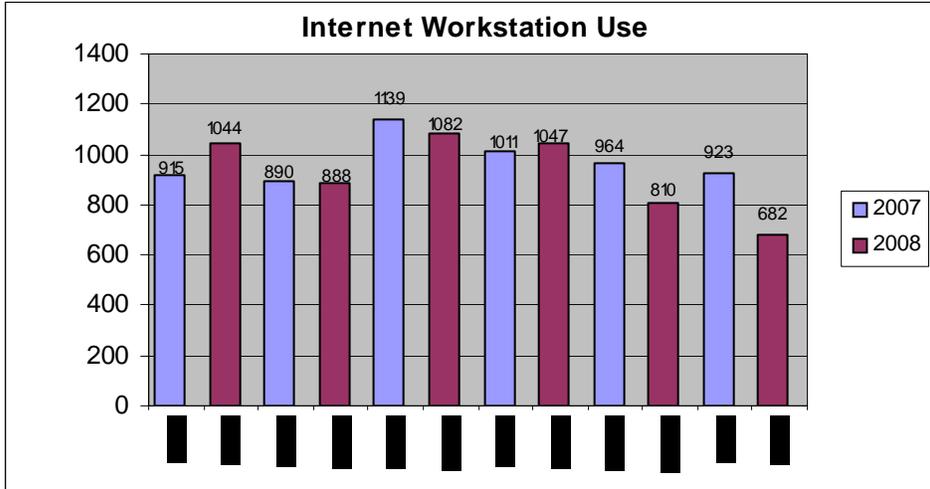
	July 2008	July 2007	Year to Date 2008
Non-Resident User Fees	\$ 310.00	\$ 570.00	\$ 4205.00
Fines Collected	\$ 791.07	\$ 1177.95	\$ 6311.76
Photocopies	\$ 105.51	\$ 85.10	\$ 8342.01
Reference Questions	1106	995	8487
Volunteer Hours	228.5	147	1679.75

Registered Patrons – July 2008

City Residents		Non-Resident – Fee Paid		Non-Resident - Restricted	
Adult	5377	Adult	351	Adult	1155
Child	1569	Child	71	Child	400
YA (12-17)	485	YA (12-17)	35	YA (12-17)	162
Total	7431	Total Fee	457	Kids C.A.R.E.	449
				Total Restricted	2166
Non-Resident Total 2623					
Total Registered Patrons 10,054					

In addition, the month of July found the Children’s Room lively and active, as Summer Sessions of both Infant/Toddler and Preschool Storytimes were in full swing, along with the Summer Reading Program. Storytimes brought in 376 young people to hear stories and sing songs, with Summer Reading Program events bringing 726 excited participants to “create a creature” and watch the Reptile Man, along with other special activities. A total of 1102 young people enjoyed and participated in these special summer events.

Dallas Public Library Monthly Report for July 2008



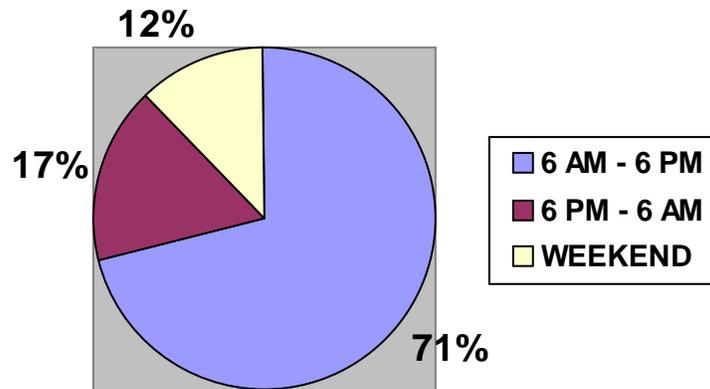
COUNCIL REPORT – July 2008

To: Mayor & City Council Members

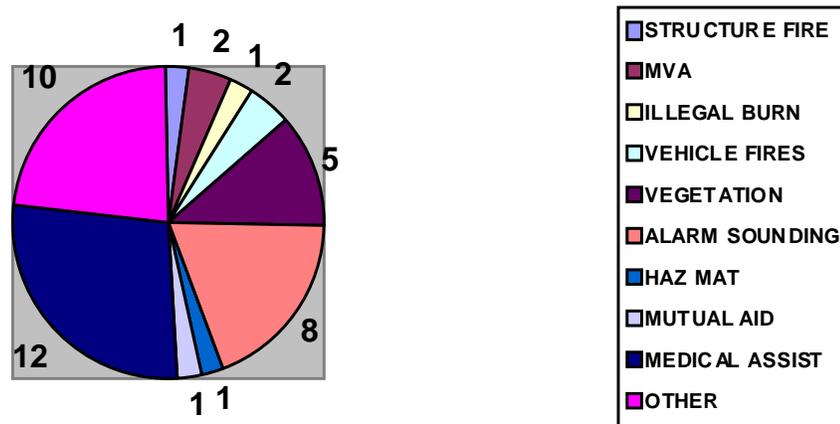
From: Fire Chief

Dallas Fire Department:

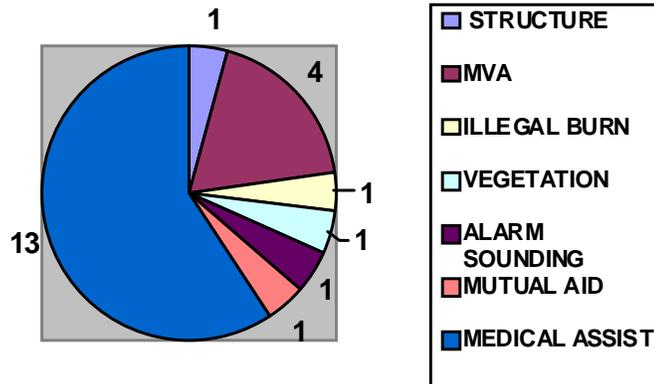
Station 100 responded to 65 calls of which 46 were between 6 AM – 6 PM, 11 between 6 PM – 6 AM and 8 during the weekend.



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.



Fire Chief attended the kickoff for the Summerfest weekend on July 22 at the Dallas Event Center.

Water cart races returned to start the Summerfest activities on Friday night, July 25, and delighted the fans. This event was popular in the 50's, returned briefly in the 80's, and was revived for this year's program.

Auto extrication once again drew a crowd, with the Dallas team taking second place. Marion County was first, with the Boring team finishing in third.

Dallas Emergency Medical Service:

The Medical Service conducted an assessment center for the selection of a new paramedic and the development of a hiring list. Daniel Neazor was selected to fill the current vacant paramedic position. Daniel will begin work in August.

JULY 2008

The following is a summary of traffic violations committed:

21	Speeding Violations
12	License Violation
10	Insurance Violations
17	Moving Violations
03	Equipment Violations
04	Safety belt Violations
23	Fail Yield to Pedestrian Crosswalk
02	Other
12	Accidents
11	Hit & Run Accidents

Investigations / Calls for Service by this Department

82	Animal Ordinance Offenses	Clear by Arr	23
06	Assaults	Clear by Arr	03
17	Criminal Mischief	Clear by Arr	03
06	Disorderly Conduct	Clear by Arr	06
08	DUII	Clear by Arr	08
04	Driving While Suspended	Clear by Arr	04
02	Drug Offenses	Clear by Arr	01
01	Escape III	Clear by Arr	01
05	Fail Carry Present License	Clear by Arr	05
10	Harassment	Clear by Arr	02
05	Minor in Possession Alcohol	Clear by Arr	05
01	Menacing	Clear by Arr	01
26	Ordinance Offenses	Clear by Arr	01
01	Reckless Driving	Clear by Arr	01
01	Refusal Breath Test	Clear by Arr	01
01	Resisting Arrest	Clear by Arr	01
05	Runaway	Clear by Arr	03
01	Sex Offense	Clear by Arr	01
18	Thefts	Clear by Arr	01
06	Trespass	Clear by Arr	03
01	Unlawful Use Weapon	Clear by Arr	01
01	Unlawful Entry Motor Vehicle	Clear by Arr	01
07	Warrants	Clear by Arr	07
106	Assist Public		
42	Assist Law		
30	Suspicious Activity		
19	Suspicious Vehicles		
09	Suspicious Persons		

- 17 Disturbances
- 13 911 Hangup
- 18 Welfare Checks
- 08 Assist Traffic
- 25 False Alarms
- 16 Civil Complaints
- 26 Noise Complaints
- 27 FIR (Field Investigation Report)
- 13 Accidents

Arrests by this Department

- 23 Animal Ordinance Offenses
- 03 Assault
- 03 Criminal Mischief
- 01 Criminal Mistreatment I
- 06 Disorderly Conduct
- 08 DUII's
- 01 Drug Offenses
- 04 Driving While Suspended
- 01 Escape 3rd Degree
- 01 Sex Offense
- 05 Fail Carry & Present License
- 02 Harassment
- 01 Menacing
- 03 Ordinance Offense
- 05 Minor in Possession Alcohol
- 01 Reckless Driving
- 01 Resisting Arrest
- 01 Restraining Order Violation
- 01 Refusal Breath Test
- 03 Runaway
- 01 Sex Offenses (Fail Register as Sex Offender)
- 01 Thefts
- 06 Trespass
- 01 Unlawful Use Weapon
- 01 Unlawful Entry Motor Vehicle
- 09 Warrants
- 92 TOTAL ARRESTS** (Arrests for Jun '07: 112)

TOTAL CALLS FOR SERVICE: 1016 TOTAL (Last yr: 1119)
 192 Case Numbers
 824 Event Numbers

JUVENILES

Twelve juveniles were referred to juvenile authorities for their actions

DALLAS POLICE DEPARTMENT
CODE ENFORCEMENT REPORT

July 2008

Community Service Officer Totten

NUMBER OF TOWED VEHICLES	1
NUMBER OF CITATIONS ISSUED	12
NUMBER OF FOLLOW-UP ACTIVITIES COMPLETED	146

NEW CASES STARTED:

DCC # 5.584-INOPERABLE VEHICLES (PRIVATE PROPERTY)	13
DCC # 6.320-VEHICLES STORED ON STREET/PARK STRIP	15
DCC # 6.505-ABANDONED VEHICLES	8
DCC # 5.582-JUNK	4
DCC # 5.556-SCATTERING RUBBISH (PRIVATE PROPERTY)	6
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)	2
DCC # 6.125-OBSTRUCTING STREETS OR SIDEWALKS	2
DCC # 5.588-GRAFFITI	1
DCC # 5.552- ATTRACTIVE NUISANCES	0

HABITUAL PROBLEMS/OTHER ISSUES:

Officer Jackson and I, from Polk County Code Enforcement, are working with Joyce Stevenson to clean up the old farm property at 1873 SE Miller Avenue.

NARRATIVE:

Twelve 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 July 2008**

	<u>Water Division</u>					
	<u>2008</u>	<u>Unit</u>		<u>2007</u>	<u>Unit</u>	
Total Discharge to Town	146.31	MG		119.75	MG	
Total Water Raw	128.86	MG		135.49	MG	
Peak Day	7-1	4.74	MG	07/12/07	6.05	MG
				07/16/07		
Daily Average-Raw	4.16	MGD		4.22	MGD	
Daily Average-City	4.72	MGD		3.76	MGD	
Backwash Water	2.41	MG		2.18	MG	
Filter to Waste	.28	MG		0.186	MG	
Flushing	-	MG		0	MG	
Discharge Water	.10	MG		0.10	MG	
ASR Injected	550,400	G		2.11	MG	
Average High Temp	83.0	° F		83.0	° F	
Average Low Temp	53.0	° F		56.7	° F	
Total Precipitation	0.00	Inches		0.34	Inches	

Mercer Dam and Watershed: Reporting okay. We removed debris from the dam.

- Visual inspections were done on July 7, 11, 14, 18, 21, 25, and 28.
- Walking inspections were done on July 3, 14, and 28

Date	<u>Dam Level</u>	<u>Discharge Rate</u>	<u>Rickreall Creek</u>	<u>Canyon Creek</u>	<u>Applegate Creek</u>
07-07-08	overflow	9.0 CFS 5.8 MGD	9.0 CFS 5.8 MGD		.25 CFS .16 MGD
07-11-08	64.0'	10.0 CFS 6.5 MGD	7.4 CFS 4.7 MGD	.84 CFS .54 MGD	.25 CFS .16 MGD
07-14-08	63.9'	10.5 CFS 6.7 MGD	6.6 CFS 4.3 MGD	.65 CFS .42 MGD	.17 CFS .11 MGD
07-18-08	63.6'	10.0 CFS 6.5 MGD	5.8 CFS 3.7 MGD	.58 CFS .38 MGD	.14 CFS .09 MGD
07-21-08	63.4'	10.0 CFS 6.5 MGD	5.6 CFS 3.6 MGD	.62 CFS .40 MGD	.14 CFS .09 MGD
07-25-08	63.0'	10.0 CFS 6.5 MGD	5.0 CFS 3.2 MGD	.58 CFS .38 MGD	.14 CFS .09 MGD
07-28-08	62.7'	10.5 CFS 6.7 MGD		.55 CFS .35 MGD	.12 CFS .07 MGD

Intake Pump Station: Reporting okay. The throat of the old intake was cleaned, we checked the wet well for debris, and we cleaned the "T" screens and channel at the new intake.

Water Treatment Plant: Reporting okay. The trees along the road to the water treatment plant were trimmed and chipped.

Worked on:

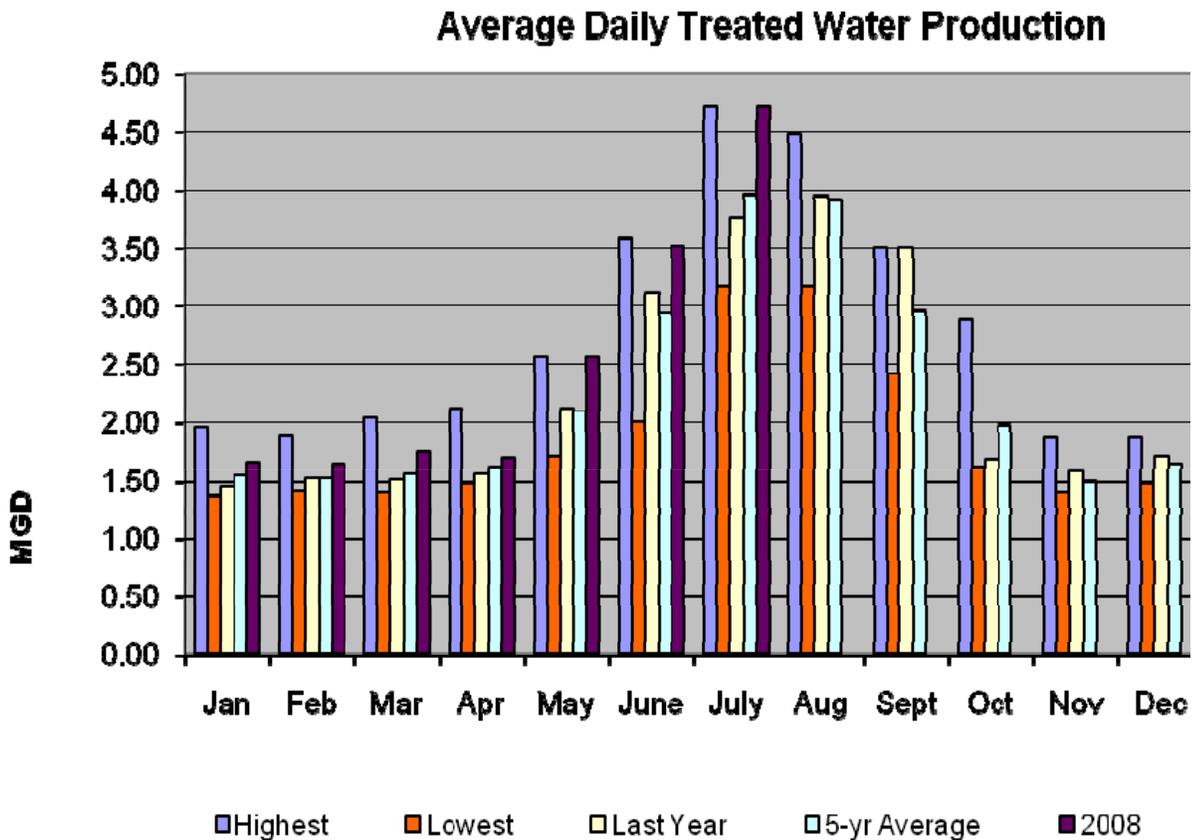
- ♦ Daily, weekly, monthly, quarterly, yearly maintenance items.

Reservoirs: Reporting okay. The covers at the Clay Street Reservoir were cleaned.

New Services: One new 3/4" services was installed at 464 NW Denton Avenue.

- 5/8 x 3/4" irrigation meter at Tract D for City of Dallas at 762 SE Hawthorne
- 2 – 2" at 360 W. Ellendale Avenue

Repairs Leaks at: There were no repairs during the month of July.



Wastewater Division

Effluent Flow

		<u>2008</u>	<u>Units</u>		<u>2007</u>	<u>Units</u>
Monthly Total Flow		42.48	MG		44.28	MG
Peak Day Flow	7/09/08	1.43	MG	7/22/07	1.59	MG
Daily Average Flow		1.29	MG		1.59	MG

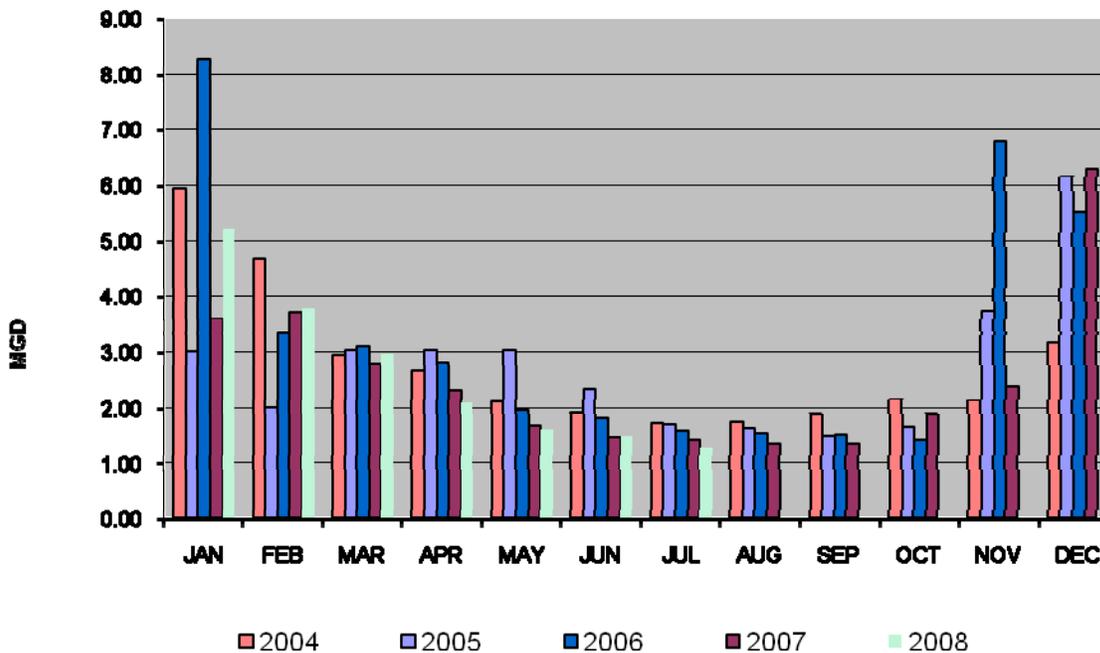
Plant Maintenance:

- The influent discharge pressure gauges were replaced
- Changed the oil in the digester sump pump and removed debris from the impeller
- Repaired the flat tire on the John Deere
- Due to water in the jacket sleeve of influent pump no. 3, the pump was taken to the mechanic for seal replacement
- Surface solids were removed from the influent wet well by the local contractor
- UV system operating inefficiently, investigation underway to optimize system

Plant Performance:

Warm temperatures assisted drying biosolids in the humus ponds. A laboratory test displayed the east humus pond at 81% solids, which is remarkable for this time of year. The influent pumps were pulled from the wet well for the annual oil change. Influent pump no. 3 was found to have oil mixed with water indicating a bad mechanical seal. The pump was removed for maintenance and a spare pump put in place. All process parameters and permit compliance were meeting expectations for July.

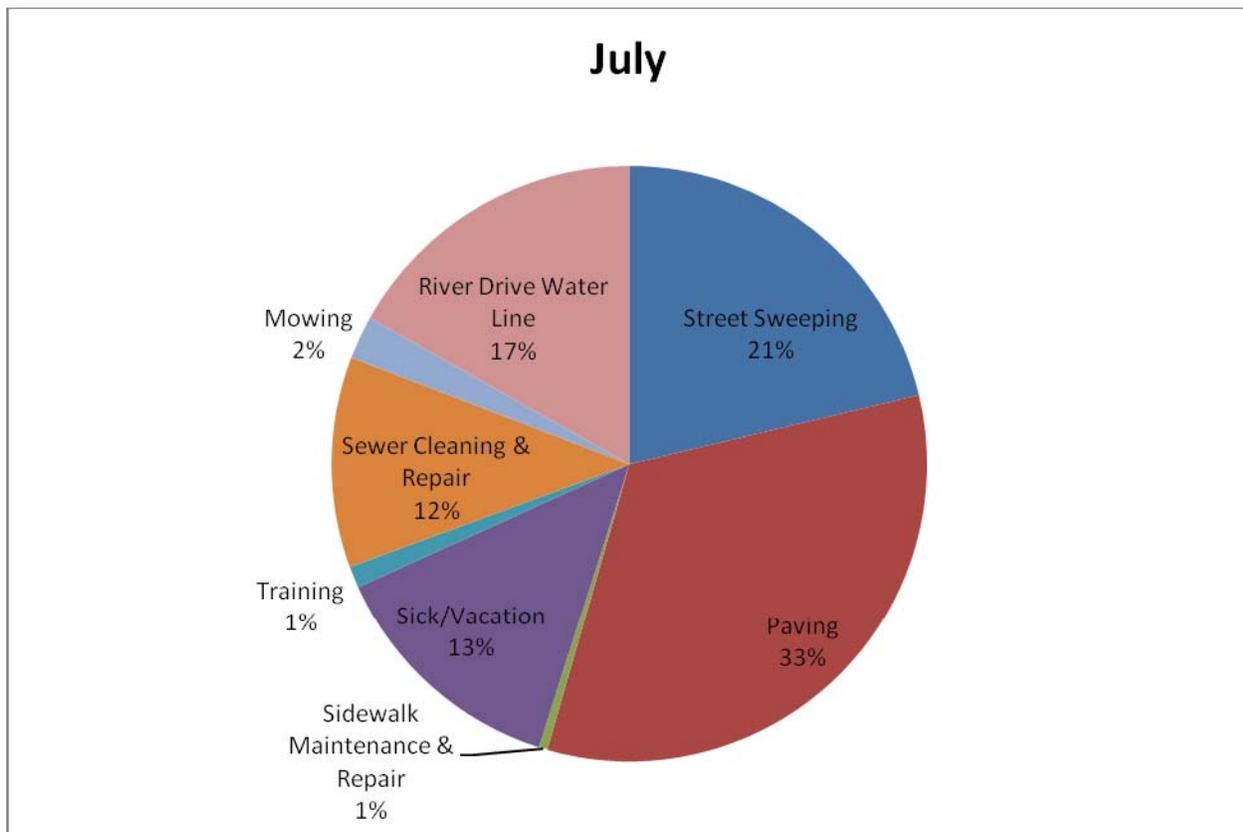
Effluent - Average Daily Discharge by Month



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 July:

- Cleaned leaves from shrub beds
- Applied fertilizer to lawn and shrub areas
- Applied bark dust to shrub beds
- Added cedar mulch under play equipment on old and new side of City Park, and also at Gala, Birch, and Kingsborough Parks
- Repaired damage caused by vandalism
- Washed outside of park buildings
- Cut grass on hillside west of ball diamond
- Performed monthly safety check of playground equipment on July 18, 2008
- Equipment service checked and/or repaired
- Equipment antifreeze checked and/or changed
- Relocated backflow for upper arboretum
- Mowed right of ways and easements
- Finished grade & installation of retaining wall at Rotary Park
- Repaired broken board on footbridge
- Prepared for Summerfest Weekend
- Cleaned up after Summerfest Weekend
- Contractor removed six trees from downtown core area between Court Street and Mill Street on Main Street

Engineering

July 2008

Subdivisions:

- Cynthian Oaks, Phase 2: Waiting for detention as-builts.
- Oak View Estates: Waiting for construction to begin.
- Pacific Heights: Retainage disbursed to developer.
- River View Phase I: Waiting for permits.

Commercial Developments:

- Trinity Lutheran Church: Plans sent back to engineer for revisions.
- DRV Ellendale Duplexes: Construction underway.
- Jasper Crossing Phase I: Construction underway.
- Ellendale Manor: Second review of plans.
- MAK Metals: Plans being revised by engineer.

Programs / Projects:

- Phase II/ Monitoring: Plan approved by DEQ; third sampling event completed, preliminary results reviewed.
- Levens Street Bridge Replacement: Discussing fixes w/contractor.
- SE Monmouth Cut-off / Uglow Ave Intersection: Project shelved.
- Ambulance Parking Lot: Landscape remaining.
- Main St Water Reservoir: Pipe installed in Main Street. Tank constructed, painting complete; final piping, site grading, and road construction underway.
- Downtown Parking Lot: Preliminary design and estimate completed.
- Maple Street Sewer: Project on hold.
- Intake Upgrade: Testing underway.
- PLC Upgrade: New PLC online. Operations/reporting software under evaluation.
- Clay Street Storm Sewer: Project on hold.
- Updating City of Dallas Construction Specification book.
- River Drive Water Line complete.
- Cherry Street Water Transmission Line: Out to bid.

Routine Work:

- Map Updates: Ongoing.
- Utility Locates: Normal
- Engineering, Project Scoping, Public Assistance: Normal
- Planning Commission / City Council / Community Development Team: Normal
- Watershed: Attended meetings/project coordination Rickreall and Luckiamute Watershed Councils.
- WWTF-NPDES: Submitted required reports.
- Water Treatment Facility/Water Supply: ASR in recovery cycle.
- Tracking Backflow testing.
- Pavement Management: Information analysis.
- Sidewalk Inspections: Ongoing.
- Weed Abatement: Started May, ongoing through September.

Administrative Services Division Activities – July 2008

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

- OECDD Water improvement documentation and reimbursement request
- ASR pump station project
- 2 MG reservoir tank project
- Rotary Park improvement planning and coordination
- Cherry Street water project

Shop Services

- Ongoing maintenance on vehicles, machinery & construction equipment
- Aquatic Center maintenance and pump replacement
- Electric vehicle research

Shop services hours were divided into the following areas:

Community Development	1.50 hrs.
EMS	14.00 hrs.
Fire	10.00 hrs.
Outside Labor (Work performed within another division)	88.00 hrs.
Parks	42.50 hrs.
Police	5.50 hrs.
Public Works	194.50 hrs.
Rural Fire	11.00 hrs.
Water	1.00hrs.

Support Services

- Administrative support for Public Works
- Code Enforcement
- SOGs

CITY OF DALLAS
SUMMARY WARRANT REGISTER

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
85995	VARIOUS	MAIN ST. RESERVOIR	CH2M HILL INC.	22,996.89
85996	POLICE DEPARTMENT	911 DISPATCH	SPRINT	609.58
85997	MUNICIPAL COURT	ASSESSMENTS	POLK COUNTY TREASURER	2,292.00
85998	VARIOUS	COMPUTERS	POLK COUNTY INFORMATION	5,000.00
85999	COM DEV - AQUATIC CENTER	ADVERTISING	DEX WEST	38.57
86000	NON-DEPARTMENTAL & CONTINGENCY	MISC	SALEM PUBLIC LIBRARY	48.20
86001	VARIOUS	TRAINING	BIO-MED TESTING SVC, INC	513.60
86002	LIBRARY	BOOKS	INFO USA MARKETING INC	550.00
86003	VARIOUS	COMMUNICATIONS	NEXTEL COMMUNICATIONS	1,500.84
86004	MUNICIPAL COURT	DEF ATTORNEY	DANIEL R. PRIMUS	320.00
86005	URBAN RENEWAL AGENCY	MAIN ST.	GREENWORKS	3,368.90
86006	VARIOUS	CONTRACTUAL	SHETTERLY & IRICK	1,140.00
86007	VARIOUS	VARIOUS	BANK OF AMERICA	4,480.21
86008	MUNICIPAL COURT	DEF ATTORNEY	STAN BUTTERFIELD	465.00
86009	VARIOUS	CONTRACTUAL	POLK CO SHERIFF'S OFFICE	25,403.33
86010	TRUST FUND	REPLACEMENT CK - BAIL	RODGER BLAIN	145.00
86011	GENERAL FUND	REFUND PARKING FINE	MARK G. OBERT	30.00
86012	NON-DEPARTMENTAL & CONTINGENCY	REFUND	LARRY J. BERGQUIST	39.00
86013	CITY MANAGER'S OFFICE	REIMBURSEMENT	JERRY WYATT	316.13
		TOTAL		69,257.25

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86015	LIBRARY	WORK STUDY	WESTERN OREGON UNIVERSITY	450.07
86016	POLICE DEPARTMENT	SPECIAL SERVICES	SAN DIEGO POLICE EQUIP.	124.71
86017	FIRE DEPARTMENT	TRAINING	FIRE SERVICE BOOKSTORE	56.05
86018	FINANCE OFFICE	POSTAGE	GARTEN SERVICES INC.	41.98
		TOTAL		672.81

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86020	FINANCE OFFICE	MEMBERSHIP	LEAGUE OF OREGON CITIES	9,990.63
86021	VARIOUS	HEAT & LIGHTS	PACIFIC POWER	27,346.12
86022	FINANCE OFFICE	MEMBERSHIP	MID-WILLAMETTE VALLEY	6,673.00
86023	VARIOUS	HEAT	NORTHWEST NATURAL GAS	7,090.52
86024	COMMUNITY DEV - PARKS	MAINTENANCE	DALLAS GLASS	30.00
86025	MUNICIPAL COURT	ASSESSMENTS	OREGON DEPT OF REVENUE	4,319.00
86026	VARIOUS	911 DISPATCH	CITY OF SALEM / FINANCE	57,352.18
86027	MUNICIPAL COURT	ASSESSMENTS	POLK COUNTY TREASURER	1,927.00
86028	SEWER TREATMENT PLANT	CONTRACTUAL	DEPT OF ENVIRONMTL QUALTY	3,488.00
86029	VARIOUS	COMMUNICATIONS	BUSINESS CONNECTIONS, INC	102.95
86030	COM DEV - AQUATIC CENTER	CONCESSIONS	PEPSI-COLA	1,258.99
86031	POLICE DEPARTMENT	OPERATION	G & J AMERICAN CAR CARE	586.00
86032	VARIOUS	MAINTENANCE	OREGON CONSUMER/BUSINESS	338.80
86033	FIRE DEPARTMENT	TRAINING	PROGRESSIVE BUSINESS PUBS	299.00
86034	FIRE DEPARTMENT	TRAINING	FIRE ENGINEERING	21.00
86035	VARIOUS	COMMUNICATIONS	PAGE ONE N W	1,334.37
86036	FINANCE OFFICE	POSTAGE	PURCHASE POWER	518.99
86037	STREET MAINTENANCE	CDL PHYSICAL	SOUTH SALEM IMMEDIATE	80.00
86038	MUNICIPAL COURT	ASSESSMENTS	OREGON JUDICIAL DEPT	404.00
86039	VARIOUS	COMMUNICATIONS	NEXTEL COMMUNICATIONS	1,488.47
86040	VARIOUS	COMMUNICATIONS	INTEGRA TELECOM, INC.	2,945.71
86041	NON-DEPARTMENTAL & CONTINGENCY	MISC	CULLIGAN WATER CONDITION	21.50
86042	FINANCE OFFICE	MEMBERSHIP	NATIONAL LEAGUE OF CITIES	1,432.00
86043	VARIOUS	COMMUNICATIONS	QWEST	175.31
86044	TRUST FUND	EXTRICATION	DALLAS VOLUNTEER FIRE	2,392.32
86045	NON-DEPARTMENTAL & CONTINGENCY	MISC	DAS STATE PROCUREMENT	2,000.00
86046	FIRE DEPARTMENT	PREVENTION	NATIONAL FIRE CODES	795.00
86047	COM DEV - AQUATIC CENTER	CONCESSIONS	SCHWANS	858.41
86048	NON-DEPARTMENTAL & CONTINGENCY	MISC FEES	NET ASSETS CORPORATION	384.00
86049	COM DEV PLANNING DEPT	TRAINING	OPI	270.00
86050	GENERAL FUND	RESTITUTION	SAFEWAY	25.00
86051	SEWER TREATMENT PLANT	CONTRACTUAL	CH2M HILL / OMI	43,984.24
86052	SYSTEMS DEVELOPMENT FUND	ASR	GOLDER ASSOCIATES, INC	9,537.43
86053	MAYOR & CITY COUNCIL	COUNCIL GIFTS	PLAIN AND FANCY GIFTS	455.45
86054	COM DEV - AQUATIC CENTER	CONCESSIONS	TRASCOLD DISTRIBUTION	725.58
86055	FINANCE OFFICE	SUPPLIES	PITNEY BOWES INC.	105.97
86056	VARIOUS	MEMBERSHIP	LGPI	5,956.05
86057	WATER MAINT & CUSTOMER SERVICE	TRAINING	ROBERT F. WILLEY, M.D.	231.00
86058	NON-DEPARTMENTAL & CONTINGENCY	MISC	SHERIDAN PUBLIC LIBRARY	13.00
86059	PERSONNEL OFFICE	TRAINING	OREGON CITY/COUNTY MGMT.	40.00
86060	NON-DEPARTMENTAL & CONTINGENCY	PICNIC REIMBURSE	JULI LICHTENBERGER	97.17
86061	MUNICIPAL COURT	TRAINING	JACK M. HINKLE	110.00
86062	MUNICIPAL COURT	JURY DUTY	RITA FRANK	20.00
86063	GENERAL FUND	REFUND LAND USE APP	KEN KIRBY	100.00
86064	GENERAL FUND	RESTITUTION	CHELSEA NEWMAN	40.00
86065	GENERAL FUND	RESTITUTION	DOUGLAS GARRETT	150.00

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86066	GENERAL FUND	RESTITUTION	BRANDI HALLER	50.00
86067	TRUST FUND	BAIL REFUND	STEVEN THOMSON	60.00
86068	TRUST FUND	BAIL REFUND	BRIAN JOHNSON	17.00
86069	TRUST FUND	BAIL REFUND	RODOLFO GUERRERO	17.00
86070	TRUST FUND	BAIL REFUND	KASEY LOFLIN	17.00
86071	TRUST FUND	BAIL REFUND	STEPHANIE MUELLER	27.00
86072	TRUST FUND	BAIL REFUND	TERRY SMITH	42.00
86073	TRUST FUND	BAIL REFUND	AMANDA MISHLER	42.00
86074	TRUST FUND	BAIL REFUND	JENNIFER GATES	42.00
86075	TRUST FUND	BAIL REFUND	DOLORES WHITE	42.00
86076	TRUST FUND	BAIL REFUND	LOUISE MUNDELL	42.00
86077	TRUST FUND	BAIL REFUND	CASANDRA RONCO	42.00
86078	TRUST FUND	BAIL REFUND	JOHSEPH L MERRYMAN	25.00
86079	TRUST FUND	BAIL REFUND	TODD P. GILLIAM	42.00
86080	TRUST FUND	BAIL REFUND	CLARON MAGEE	42.00
86081	TRUST FUND	BAIL REFUND	BOGDAN CACEU	60.00
86082	TRUST FUND	BAIL REFUND	TERRY F. HAM	60.00
86083	TRUST FUND	BAIL REFUND	RONALD LEROY PARKER	60.00
86084	TRUST FUND	BAIL REFUND	PAMELA SCHMIDGALL	42.00
86085	TRUST FUND	BAIL REFUND	KEVIN R. MOSIER	532.00
86086	TRUST FUND	BAIL REFUND	LILY CALAWAY	62.00
86087	NON-DEPARTMENTAL & CONTINGENCY	REFUND	DEBBY SOLMAN	68.45
86088	MUNICIPAL COURT	JURY DUTY	KATHLEEN NORDMARK	10.00
86089	MUNICIPAL COURT	JURY DUTY	KIM KESSEL	10.00
86090	MUNICIPAL COURT	JURY DUTY	MARVIN KUMLEY	10.00
86091	MUNICIPAL COURT	JURY DUTY	MARYANN HIGASHI	10.00
86092	MUNICIPAL COURT	JURY DUTY	WILLIAM GORMAN	10.00
86093	MUNICIPAL COURT	JURY DUTY	KATHY CRAWFORD	10.00
86094	MUNICIPAL COURT	JURY DUTY	MARY JO ALLISON	10.00
86095	MUNICIPAL COURT	JURY DUTY	EUGENE BROWN	10.00
86096	MUNICIPAL COURT	JURY DUTY	NORMA HARVEY	10.00
86097	MUNICIPAL COURT	JURY DUTY	GERRY ADAMS	20.00
86098	MUNICIPAL COURT	JURY DUTY	KENNETH BARNETT	20.00
86099	MUNICIPAL COURT	JURY DUTY	JENNIFER BEST	20.00
86100	MUNICIPAL COURT	JURY DUTY	MATTHEW BLAKE	20.00
86101	MUNICIPAL COURT	JURY DUTY	JAMES BOX	20.00
86102	MUNICIPAL COURT	JURY DUTY	SUSAN BURNS	20.00
86103	MUNICIPAL COURT	JURY DUTY	ROSE CAVITT	20.00
86104	MUNICIPAL COURT	JURY DUTY	TIFFANY EASTLUND	20.00
86105	MUNICIPAL COURT	JURY DUTY	RONALD LINWOOD	20.00
86106	MUNICIPAL COURT	JURY DUTY	WILLIAM MORRIS	20.00
86107	MUNICIPAL COURT	JURY DUTY	SHELLEY PARKER	20.00
86108	MUNICIPAL COURT	JURY DUTY	DAVID PHILLIPS	20.00
86109	GENERAL FUND	REFUND	LYNDA SPANGLER	500.00
86110	POLICE DEPARTMENT	BOOT ALLOWANCE	ROBERT HATCHELL	50.00
86111	CITY MANAGER'S OFFICE	MILEAGE	JERRY WYATT	576.81

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86112	PERSONNEL OFFICE	MILAGE	KIM MARR	129.28
86113	POLICE DEPARTMENT	BOOT ALLOWANCE	JOSHUA CALEF	200.00
86114	COM DEV - AQUATIC CENTER	REIMBURSEMENT	TINA PAUL	42.57
TOTAL				200,776.27

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86116	MUNICIPAL COURT	DEFENSE ATTY	CHRIS L. LILLEGARD, P.C.	900.00
86117	POLICE DEPARTMENT	COMMUNICATIONS	SPRINT	609.58
86118	VARIOUS	COMPUTER SUPPORT	POLK COUNTY INFORMATION	1,653.50
86119	NON-DEPARTMENTAL & CONTINGENCY	RECORDING	POLK COUNTY CLERK	31.50
86120	FINANCE OFFICE	SERVICE HANDHELD	CASCADE COMPUTER, INC	389.35
86121	FINANCE OFFICE	CONTRACTUAL	CIVICPLUS	489.25
86122	MUNICIPAL COURT	DEFENSE ATTY	DANIEL R. PRIMUS	200.00
86123	VARIOUS	ATTY FEES	SHETTERLY & IRICK	375.00
86124	NON-DEPARTMENTAL & CONTINGENCY	CONTRACTUAL	U.S. BANK/CORP TRUST	400.00
86125	VARIOUS	CITIZENSERVE	ONLINESOLUTIONS	1,800.00
86126	NON-DEPARTMENTAL & CONTINGENCY	NEWS LETTER	VISUAL MEDIA CENTER	5,275.00
86127	MUNICIPAL COURT	DEFENSE ATTY	STAN BUTTERFIELD	1,625.00
86128	COM DEV RECREATION	SOUNDS OF SUMMER	JOE SHINKLE AND 99 WEST	800.00
86129	COM DEV PLANNING DEPT	DUES	AORA	250.00
86130	CAPITAL IMPROVEMENT FUND	RESERVOIR PMT #10	T BAILEY INC	168,032.83
86131	MUNICIPAL COURT	DEFENSE ATTY	CHRISTOPHER J. EGGERT	375.00
86132	MUNICIPAL COURT	INTERPRETER	VALERIE GARZA-COLLINS	140.00
86133	POLICE DEPARTMENT	REIMBURSEMENT	TODD PENDLEY	174.99
86134	GENERAL FUND	REFUND	MAKAYLA MASSEY	35.00
86135	LIBRARY	GAS ALLOWANCE	NANCY WOOLSEY	42.00
TOTAL				183,598.00

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86137	VARIOUS	COMUNICATIONS	DAY WIRELESS SYSTEMS	516.00
86138	VARIOUS	SUPPLIES	DALLAS AUTO PARTS	1,525.35
86139	VOIDED		DALLAS AUTO PARTS	.00
86140	FIRE DEPARTMENT	TRAINING	DALLAS TOWING INC	1,050.00
86141	VARIOUS	PARTS	DALLAS TV - RADIO SHACK	95.93
86142	VARIOUS	PARTS	FORBES PLUMBING	70.79
86143	COM DEV - AQUATIC CENTER	CHEMICALS	EMERALD OUTDOOR LIVING	334.85
86144	VARIOUS	SUPPLIES	INDUSTRIAL WELD SUPPLY	240.44
86145	LIBRARY	BOOKS	INGRAM	891.77
86146	VOIDED		INGRAM	.00
86147	VARIOUS	ADVERTISING	ITEMIZER-OBSERVER	3,147.58

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86148	VARIOUS	OPERATION	KINZIE MACHINE SHOP	126.50
86149	POLICE DEPARTMENT	OPERATION	LEE'S AUTO SERVICE	14.50
86150	VARIOUS	PARTS	LES SCHWAB	1,785.12
86151	FACILITIES MAINTENANCE	MAINTENANCE	THE DECORATED WALL	25.85
86152	VARIOUS	MAINTENANCE	DALLAS TROPHY	266.15
86153	CAPITAL IMPROVEMENT FUND	CHERRY ST WATER	DAILY JOURNAL OF COMMERCE	527.88
86154	WATER MAINT & CUSTOMER SERVICE	MATERIALS	H D FOWLER COMPANY	1,432.71
86155	FACILITIES MAINTENANCE	MAINTENANCE	HOME COMFORT COMPANY	439.30
86156	FIRE DEPARTMENT	MAINTENANCE	AIR QUALITY ANALYSIS LAB	100.00
86157	SHOP SERVICE FUND	GAS & DIESEL	JONES OIL COMPANY	11,709.82
86158	SHOP SERVICE FUND	PARTS	RICKREALL FARM SUPPLY	64.25
86159	VARIOUS	MATERIALS	VALLEY CONCRETE	228.54
86160	VARIOUS	MATERIALS	VAN WELL BUILDING SUPPLY	655.92
86161	VOIDED		VAN WELL BUILDING SUPPLY	.00
86162	WATER TREATMENT & PUMPING	CONTRACTUAL	WATERLAB	510.00
86163	COMMUNITY DEV - PARKS	OPERATION	RAM STEEL	187.46
86164	LIBRARY	BOOKS	RANDOM HOUSE, INC	18.00
86165	STREET MAINTENANCE	MATERIALS	CEMEX	185.28
86166	COM DEV - AQUATIC CENTER	MAINTENANCE	SAFFRON SUPPLY COMPANY	565.81
86167	WATER TREATMENT & PUMPING	MAINTENANCE	PARAMOUNT SUPPLY COMPANY	144.43
86168	VARIOUS	PERIODICALS	STATESMAN JOURNAL	644.85
86169	LIBRARY	BOOKS	GALE GROUP	115.04
86170	POLICE DEPARTMENT	RAIN	CITY OF SALEM / FINANCE	6,855.00
86171	LIBRARY	BOOKS	MCNAUGHTON BOOK SERVICE	7,632.00
86172	SHOP SERVICE FUND	PARTS	MCMULLIN CHEVROLET	15.14
86173	AMBULANCE DEPARTMENT	SUPPLIES	MOORE MEDICAL CORP	125.34
86174	CAPITAL IMPROVEMENT FUND	CHERRY ST.	SALEM PRINTING/BLEUPRINT	168.00
86175	POLICE DEPARTMENT	UNIFORMS	ENTENMANN-ROVIN CO	107.36
86176	SHOP SERVICE FUND	PARTS	DICK'S AUTO GLASS SERVICE	15.00
86177	VARIOUS	SUPPLIES	INDUSTRIAL SUPPLY COMPANY	255.20
86178	SHOP SERVICE FUND	CDL	FLAMING MEDICAL CENTER,PC	239.00
86179	SHOP SERVICE FUND	PARTS	WESTERN POWER & EQUIPMENT	425.23
86180	POLICE DEPARTMENT	UNIFORMS	DALLAS CITY CLEANERS	366.50
86181	FIRE DEPARTMENT	TURN OUTS	SEAWESTERN INC	1,572.32
86182	SHOP SERVICE FUND	PARTS	OWEN EQUIPMENT COMPANY	1,172.10
86183	COM DEV - AQUATIC CENTER	MAINTENANCE	FERGUSON ENTERPRISES INC	705.06
86184	STREET MARKING & LIGHTING	SUPPLIES	ZUMAR INDUSTRIES	2,775.00
86185	LIBRARY	SUPPLIES	DEMCO	147.82
86186	FIRE DEPARTMENT	SUPPLIES	SAFEWAY STORES INC	133.00
86187	AMBULANCE DEPARTMENT	SUPPLIES	LIFE ASSIST	1,069.64
86188	FIRE DEPARTMENT	OPERATION	NATIONAL HOSE TESTING INC	3,148.00
86189	VARIOUS	SUPPLIES	OFFICE MAX	2,009.53
86190	VOIDED		OFFICE MAX	.00
86191	LIBRARY	OPERATION	OREGON COPIER SERVICE	25.90
86192	VARIOUS	SUPPLIES	ALLIED WASTE SERVICES	1,379.76
86193	VARIOUS	MAINTENANCE	GRAINGER	162.76

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86194	COM DEV - AQUATIC CENTER	WATER SAFETY	AMERICAN RED CROSS	20.00
86195	SHOP SERVICE FUND	PARTS	SHERWIN-WILLIAMS	4,911.00
86196	POLICE DEPARTMENT	INVESTIGATION	A-TEAM LOCKSMITHS, INC	6.00
86197	VARIOUS	UNIFORMS	DALLAS ALTERATION CENTER	60.00
86198	FACILITIES MAINTENANCE	MAINTENANCE	SALEM HEATING/SHEET METAL	12.95
86199	POLICE DEPARTMENT	SUPPLIES	OCE IMAGISTICS	48.89
86200	COM DEV - AQUATIC CENTER	ADVERTISING	DEX WEST	76.57
86201	VARIOUS	OPERATION	RICOH AMERICAS CORP	56.90
86202	AMBULANCE DEPARTMENT	SUPPLIES	EMERGENCY MEDICAL PRODS	489.74
86203	VARIOUS	SUPPLIES	TIPPS INC	95.57
86204	VARIOUS	TOOLS	UNITED RENTALS INC.	127.25
86205	VARIOUS	MATERIALS	FLUID CONNECTOR PROD. INC	175.69
86206	VARIOUS	CONTRACTUAL	ONE CALL CONCEPTS, INC.	45.35
86207	COM DEV - AQUATIC CENTER	COMPUTERS	DPS INC.	85.00
86208	VARIOUS	PARTS	CARQUEST OF DALLAS	251.26
86209	VOIDED		CARQUEST OF DALLAS	.00
86210	WATER TREATMENT & PUMPING	OPERATION	LAB SAFETY SUPPLY	468.53
86211	FACILITIES MAINTENANCE	MAINTENANCE	NORTHWEST ELEVATOR	231.30
86212	TRUST FUND	TRUST	LAW ENFORCEMENT EQUIPMENT	.00
86213	COMMUNITY DEV - PARKS	MATERIALS	JOE NICKOLS	656.00
86214	FIRE DEPARTMENT	TURN OUTS	PUBLIC WORKS SUPPLY	53.00
86215	VARIOUS	SUPPLIES	WALMART COMMUNITY BRC	1,549.52
86216	VOIDED		WALMART COMMUNITY BRC	.00
86217	VARIOUS	MATERIALS	GENERAL RENTAL CENTER	455.58
86218	POLICE DEPARTMENT	OPERATION	LANDMARK FORD	368.06
86219	VARIOUS	CHEMICALS	AIRGAS NOR PAC INC.	1,554.54
86220	AMBULANCE DEPARTMENT	SUPPLIES	EAST WEST ASSOCIATES	700.00
86221	COM DEV - AQUATIC CENTER	MAINTENANCE	CASCADE NUT & BOLT, INC.	88.02
86222	WATER TREATMENT & PUMPING	CONTRACTUAL	CASCADE CORROSION CONSULT	1,500.00
86223	AMBULANCE DEPARTMENT	SUPPLIES	ZOLL MEDICAL CORP.	991.55
86224	LIBRARY	BOOKS	INFO USA MARKETING INC	307.00
86225	COM DEV - AQUATIC CENTER	SUPPLIES	LINCOLN EQUIPMENT INC.	339.92
86226	COM DEV - AQUATIC CENTER	CONCESSIONS	FRED LEA DISTRIBUTING INC	143.65
86227	FIRE DEPARTMENT	EQUIPMENT	OSI BATTERIES	145.90
86228	VARIOUS	CHEMICALS	COASTWIDE LABORATORIES	1,054.70
86229	VARIOUS	PRO SHOP	GRAPHIC LATITUDE	2,483.00
86230	COMMUNITY DEV - PARKS	OPERATION	WHITE'S COLLISION SERVICE	49.95
86231	VARIOUS	CONTRACTUAL	ROYAL FLUSH PORTABLES INC	336.81
86232	AMBULANCE DEPARTMENT	EQUIPMENT	BAXTER HEALTHCARE CORP	208.00
86233	LIBRARY	BOOKS	CENTER POINT PUBLISHING	188.10
86234	COM DEV - AQUATIC CENTER	PRO SHOP	TYR SPORT INC.	2,365.08
86235	FACILITIES MAINTENANCE	MAINTENANCE	C & B CARPETS	100.00
86236	VARIOUS	UNIFORMS	BLUMENTHAL UNIFORMS	2,831.45
86237	VARIOUS	METERS	HD SUPPLY WATERWORKS LTD	4,555.53
86238	POLICE DEPARTMENT	COMPUTER	DATA911 SYSTEMS	165.00
86239	POLICE DEPARTMENT	OPERATION	DALLAS FUEL & FOOD MART	58.00

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
86240	COM DEV - AQUATIC CENTER	SUPPLIES	HYDRO-FIT INC	266.45
86241	AMBULANCE DEPARTMENT	SUPPLIES	PMI	1,512.04
86242	WATER MAINT & CUSTOMER SERVICE	MATERIALS	POLLARDWATER.COM	336.02
86243	SEWER TREATMENT PLANT	CONTRACTUAL	SCHOEN'S MOTORS INC.	943.00
86244	COM DEV - AQUATIC CENTER	SUPPLIES	ZEBEC OF NORTH AMERICA	233.85
86245	STREET MARKING & LIGHTING	SUPPLIES	ENNIS PAINT	5,280.00
86246	STREET MAINTENANCE	CONTRACTUAL	R & R TREE SERVICE, INC	650.00
86247	POLICE DEPARTMENT	SUPPLIES	DE LAGE LANDEN	137.14
86248	VARIOUS	SUPPLIES	RAY'S HOME & GARDEN	470.64
86249	VOIDED		RAY'S HOME & GARDEN	.00
86250	VOIDED		RAY'S HOME & GARDEN	.00
86251	AMBULANCE DEPARTMENT	UNIFORMS	RUGGED WEAR	34.95
86252	COMMUNITY DEV - PARKS	MATERIALS	INTELLIGENT PRODUCTS INC	291.45
86253	POLICE DEPARTMENT	UNIFORMS	RIVERSIDE MANUFACTURING	762.73
86254	SHOP SERVICE FUND	PARTS	TITAN SALES GROUP	361.67
86255	STREET MAINTENANCE	OPERATION	CRAFCO, INC	6,005.80
86256	WATER TREATMENT & PUMPING	MATERIALS	OLIN CHLOR ALKALI PRODUCT	730.00
86257	WATER TREATMENT & PUMPING	MAINTENANCE	WESTECH RIGGING	310.98
86258	VARIOUS	TREES	EWING IRRIGATION	1,807.82
86259	POLICE DEPARTMENT	911 DISPATCH	ANSWER CENTER AMERICA INC	781.98
86260	WATER TREATMENT & PUMPING	CONTRACTUAL	LAB/COR, INC.	470.00
86261	WATER TREATMENT & PUMPING	CONTRACTUAL	POSTAL CONNECTIONS	10.44
86262	FIRE DEPARTMENT	SUPPLIES	MODERN MARKETING	106.91
86263	TRUST FUND	TRUST	NATIONAL BAND AND TAG CO	573.00
86264	WATER TREATMENT & PUMPING	MAINTENANCE	RYAN HERCO PRODUCTS	717.71
86265	COM DEV - AQUATIC CENTER	CHEMICALS	KNORR SYSTEMS, INC	3,736.00
86266	COM DEV - AQUATIC CENTER	CONCESSIONS	CASH & CARRY	659.60
86267	VARIOUS	COMMUNICATIONS	WVI	45.90
86268	VARIOUS	COMMUNICATIONS	VISUAL MEDIA CENTER	282.44
86269	VARIOUS	CONTRACTUAL	SECURITY ALARM CORP	138.50
		TOTAL		116,192.16

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
3923	WATER FUND	REFUND OVERPAYMENT	JOHN ALLEN	292.73
3924	COM DEV RECREATION	SOUNDS OF SUMMER	THE TOUCHABLES	1,400.00
3925	COMMUNITY DEV - PARKS	FERTILIZER	OLD MILL FEED & GARDEN	2,920.00
3927	FINANCE OFFICE	POSTAGE	U S POSTMASTER	1,100.00
3928	NON-DEPARTMENTAL & CONTINGENCY	EMPLOYEE AWARD	EMILY GAGNER	100.00
3929	COM DEV - AQUATIC CENTER	REIMB CONCESSIONS	ERICA BROMAGEM	100.00
3930	COM DEV RECREATION	SOUNDS OF SUMMER	TY CURTIS BAND	1,200.00
3931	COM DEV RECREATION	SOUNDS OF SUMMER	GOLDEN BOUGH, INC	1,500.00
3932	SEWER TREATMENT PLANT	CONTRACTUAL	CH2M HILL / OMI	43,984.24
3933	LIBRARY	DUES	OREGON LIBRARY ASSOC.	35.00
3937	GENERAL FUND	REFUND	SHERRY BRADY	60.00
3938	VARIOUS	VOLUNTEERS INSURANCE	CRAVEN-WOODS INSURANCE	9,081.00
3939	VARIOUS	REIMB PETTY CASH	PETTY CASH, M BARAGARY,	368.68
3940	AMBULANCE DEPARTMENT	MAINTENANCE	COOLEY'S FURNITURE	559.00
3943	SHOP SERVICE FUND	TRAILER	FOREST RIVER	350.00
3944	DEBT SERVICE & CONTINGENCY	CWSRF LOAN	DEPT OF ENVIRONMTL QUALTY	536,704.00
3945	WATER FUND	REFUND OVERPAYMENT	MC NORTHWEST	102.00
3946	COM DEV INSPECTIONS	STATE SURCHARGE	DEPT OF CONSUMER/BUSINESS	3,727.64
3947	NON-DEPARTMENTAL & CONTINGENCY	REIMB PICNIC SUPPLIES	KIM MARR	502.05
3948	COM DEV RECREATION	SOUNDS OF SUMMER	RUTH	1,000.00
		TOTAL		605,086.34

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
999996	VARIOUS	PAYROLL & TAXES	PAYROLL CHECKS	607,493.36
		TOTAL		607,493.36

DALLAS CITY COUNCIL REPORT

TO: MAYOR JIM FAIRCHILD AND CITY COUNCIL

<i>City of Dallas</i>	Agenda Item No. 7.1	Topic: OLCC Liquor License Application for New Outlet
Prepared By: Emily Gagner	Meeting Date: 9/2/2008	Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved By: Jerry Wyatt		

RECOMMENDED MOTION:

Recommend to the OLCC to grant the license for a new establishment at 365 E Ellendale Avenue for Los Chicos Tacos.

BACKGROUND:

The City received an OLCC application for a new outlet at 365 E Ellendale Avenue for Los Chicos Tacos.

The Police Chief has reviewed the application and has no items of concern. I recommend endorsement of this application.

FISCAL IMPACT:

None

ATTACHMENTS:

OLCC License Application for Los Chicos Tacos.



OREGON LIQUOR CONTROL COMMISSION
LIQUOR LICENSE APPLICATION

PLEASE PRINT OR TYPE

Application is being made for:

LICENSE TYPES

- Full On-Premises Sales (\$402.60/yr)
 - Commercial Establishment
 - Caterer
 - Passenger Carrier
 - Other Public Location
 - Private Club
- Limited On-Premises Sales (\$202.60/yr)
- Off-Premises Sales (\$100/yr)
 - with Fuel Pumps
- Brewery Public House (\$252.60)
- Winery (\$250/yr)
- Other: _____

ACTIONS

- Change Ownership
- New Outlet
- Greater Privilege
- Additional Privilege
- Other _____

Applying as:

- Limited Partnership
- Corporation
- Limited Liability Company
- Individuals

FOR CITY AND COUNTY USE ONLY

The city council or county commission:

(name of city or county)

recommends that this license be:

Granted Denied

By: _____
(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: OLCC (EW)

Date: 7/09/08 Pending

90-day authority: Yes No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① Guillermo Garcia (Willie) ③ _____

② Hope Garcia ④ _____

2. Trade Name (dba): Los Chicos Tacos

3. Business Location: 365 E. Ellendale Ave Dallas Polk Oregon 97338
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: P.O. Box 540 Independence OR 97351
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 503 831 1936
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? Yes No

7. If yes to whom: _____ Type of License: _____

8. Former Business Name: Taco Time

9. Will you have a manager? Yes No Name: _____
(manager must fill out an individual history form)

10. What is the local governing body where your business is located? Dallas / Polk
(name of city or county)

11. Contact person for this application: Willie or Hope Garcia (541) 760 5815 Willie
(name) (phone number(s))

(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [Signature] Date 4/11/08 ③ _____ Date _____
② Hope Garcia Date 4/11/08 ④ _____ Date _____

1-800-452-OLCC (6522)
www.oregon.gov/olcc

JUL 09 2008



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: Willie & Hope Garcia Phone: (541) 760-6109 / 760-5815

Trade Name (dba): Los Chicos Tacos

Business Location Address: 365 E. Ellendale Ave.

City: Dallas ZIP Code: 97338

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 10:00 to 10:00
Monday 6:00 to 10:00
Tuesday 6:00 to 10:00
Wednesday 6:00 to 10:00
Thursday 6:00 to 10:00
Friday 6:00 to 10:00
Saturday 6:00 to 10:00

Outdoor Area Hours:

Sunday 11:00 to 10:00
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday

The outdoor area is used for:

Food service Hours: 11am to 10pm
Alcohol service Hours:
Enclosed, how

The exterior area is adequately viewed and/or supervised by Service Permittees. (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain:

ENTERTAINMENT

Check all that apply:

- Live Music, Recorded Music, DJ Music, Dancing, Nude Entertainers, Karaoke, Coin-operated Games, Video Lottery Machines, Social Gaming, Pool Tables, Other

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday to
Monday to
Tuesday to
Wednesday to
Thursday to
Friday to
Saturday to

SEATING COUNT

Restaurant: 46 Outdoor: 28
Lounge: Other (explain):
Banquet: Total Seating:

OLCC USE ONLY
Investigator Verified Seating: (Y) (N)
Investigator Initials:
Date:

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Hope Garcia Date: 4/11/08



OREGON LIQUOR CONTROL COMMISSION INDIVIDUAL HISTORY

PLEASE PRINT OR TYPE

YOU MUST ANSWER ALL QUESTIONS ON THIS FORM. IF THE QUESTION DOES NOT APPLY, WRITE N/A IN THE SPACE.
ATTACH ADDITIONAL SHEETS IF NECESSARY.

Trade Name (d.b.a.): Los Chicos Tacos City: Dallas

1. Name: Garcia Lopez Guillermo (last) (first) (middle)

2. Other names used (maiden, other): Lopez

3. Residence Address: _____ (number and street) _____ (city) _____ (state) _____ (ZIP code)

4. Home Phone: (_____) _____ Business Phone: (541) 760 5815

5. *SSN: _____ Place of Birth: Mexico DOB: _____ Sex: M F
(State/Country) (mm) (dd) (yyyy)

6. Driver License or State ID #: _____ State: _____ Spouse's name: Hope Garcia

7. List all states, other than Oregon, where you have lived during the past ten years:
N/A

8. Do you currently hold, or have you ever held a liquor license in this or any other state? ___ Yes No
If yes, when, where and name of premises? _____

9. In the past twelve years, have you been convicted of **any** violation, misdemeanor or felony? ___ Yes No
If yes, what, when and where? _____

10. Have you ever entered into a diversion agreement? ___ Yes No
If yes, when and where? _____

11. Do you have any arrests or citations that have not been resolved? ___ Yes No
If yes, arrested/cited for: _____ Date _____ County/City/State/ _____

12. If you are applying for a retail liquor license:
a. Do you have any financial interest, direct or indirect, in any manufacturer or distributor of alcohol? ___ Yes No If yes, what and where: _____
b. Does any person having a financial or ownership interest in a manufacturer or distributor have an interest in, or potential claim upon your business or premises, for instance through investment, a loan, lease or contract? ___ Yes No If yes, who? _____

13. Have you ever had a warning, violation, suspension, fine, cancellation or refusal as a licensee or service permittee, in Oregon or any other state? ___ Yes No If yes, when: _____ where: _____

I UNDERSTAND THE OLCC WILL USE THE ABOVE INFORMATION TO CHECK FOR CRIMINAL RECORDS. I UNDERSTAND IF MY ANSWERS ARE NOT TRUE AND COMPLETE, THE OLCC MAY DENY MY LICENSE APPLICATION.

Applicant Signature: _____ Date: 4/11/08

***SOCIAL SECURITY NUMBER DISCLOSURE** As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). The OLCC will refuse a license to any applicant or licensee who fails to provide his/her SSN. Your SSN will be used only for child support enforcement purposes unless you sign below.

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (15 USC § 552(a)). If you consent to these uses, please sign here:

Applicant Signature: _____ Date: 4/11/08



1-800-452-OLCC (6522)
www.oregon.gov/olcc

(rev. 12/07)



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY

PLEASE PRINT OR TYPE

YOU MUST ANSWER ALL QUESTIONS ON THIS FORM. IF THE QUESTION DOES NOT APPLY, WRITE N/A IN THE SPACE. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Trade Name (d.b.a.): Los Chicos Tacos City: Dallas

1. Name: Garcia (last) Hope (first) Annelise (middle)

2. Other names used (maiden, other): Smith

3. Residence Address: (number and street) (city) (state) (ZIP code)

4. Home Phone:() Business Phone:()

5. *SSN: Place of Birth: Cochabamba Bolivia, SA DOB: Sex: M FX

6. Driver License or State ID #: State: Spouse's name: Guillermo Garcia

7. List all states, other than Oregon, where you have lived during the past ten years: N/A

8. Do you currently hold, or have you ever held a liquor license in this or any other state? Yes No X

9. In the past twelve years, have you been convicted of any violation, misdemeanor or felony? Yes No X

10. Have you ever entered into a diversion agreement? Yes No X

11. Do you have any arrests or citations that have not been resolved? Yes No X

12. If you are applying for a retail liquor license: a. Do you have any financial interest... b. Does any person having a financial or ownership interest...

13. Have you ever had a warning, violation, suspension, fine, cancellation or refusal as a licensee or service permittee, in Oregon or any other state? Yes No X

I UNDERSTAND THE OLCC WILL USE THE ABOVE INFORMATION TO CHECK FOR CRIMINAL RECORDS. I UNDERSTAND IF MY ANSWERS ARE NOT TRUE AND COMPLETE, THE OLCC MAY DENY MY LICENSE APPLICATION.

Applicant Signature: Hope Garcia Date: April 9, 2008

*SOCIAL SECURITY NUMBER DISCLOSURE As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes...

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks.

Applicant Signature: Hope Garcia Date: April 9, 2008



4 5 1 0 0 1 A 1

1-800-452-OLCC (6522) www.oregon.gov/olcc

(rev. 12/07)

August 26, 2008

Jerry Wyatt
City of Dallas
187 SE Court Street
Dallas, OR 97338

Dear Mr. Wyatt and Members of the Council,

On behalf of the Board of Directors, Chamber staff, volunteers and our community, I would like to thank you for your support of Dallas Summerfest 2008!

Thanks to our sponsors and volunteers, this was our best year yet! A few key items;

- ★ Event advertising and publicity reached the entire State of Oregon via; radio, tv, newspaper, posters and flyers. 125 posters were hung in businesses & 10,000 schedule of events flyers were distributed!
- ★ We enjoyed great food, drinks and the company of friends, at the annual Kick-Off Party with over 100 in attendance, where we recognized and thanked all of the sponsors and volunteers that make this event so successful, and Mayor Jim gave the official proclamation of Summerfest.
- ★ We had more entertainment than ever before, boasting; JT & the Tourists, Cherry City Rhythm Rockers, the Gusto Brothers, miXer and a Fiddling Workshop.
- ★ Over 100 kids colored our custom designed mural.
- ★ PreParade Entertainers kept the kids entertained with; walking artists (costumed characters), Summerfest beads, chalk art, balloons and more, while awaiting the start of the parade.
- ★ The Parade broke records again with over 1,500 people in the parade and was an entertaining 1-hour and 45 minutes!
- ★ We brought the Teen Dance back this year and were pleased that over 200 teens enjoyed dancing, sno cones, water and friends.
- ★ Over 70 vendors filled the courtyard all 3 days with food, jewelry, art, information and more.

I would like to thank:

- ★ The Fire Department for bringing back the Hydro Cart Races this year, it was a huge hit with kids of all ages! The Vehicle Rescue Competition again drew crowds for educational and entertaining performances. We enjoy having the partnership of hosting these events during Summerfest.
- ★ The Police Department for all that they do in keeping everyone safe.
- ★ The Public Works Department for all of their hard work in putting Dallas' best face forward and for placing the 'No Parking' signs and barricades out.

Again, we thank you for your support of Dallas Summerfest 2008, the Dallas Area Chamber of Commerce and our community. Summerfest is the largest event our community hosts and we couldn't do it without the support of the City.

Sincerely,



Chelsea Pope
Executive Director

cc: Board of Directors





August 26, 2008

Jerry Wyatt
City of Dallas
187 SE Court Street
Dallas, OR 97338

Re: Summerfest 2009

Dear Mr. Wyatt and Members of the Council,

On behalf of the Board of Directors, I would like to request approval to hold Summerfest 2009 on July 23rd – 26th (Thursday-Sunday), with downtown events being held Thursday through Saturday and then the focus shifts to the Dallas City Park for 'A Day in the Park' events.

Pending your approval, planning efforts will begin immediately. Please let me know if you have any questions, concerns or recommendations.

Thank you for your continued support!

Sincerely,

A handwritten signature in black ink that reads "Chelsea".

Chelsea Pope
Executive Director

cc: Board of Directors

RESOLUTION NO. 3169

A Resolution Establishing the Designation of Parking Stalls on the 700 Block of SW Church Street, in front of the United States Post Office.

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

Section 1. The first eight parking stalls on the east side of SW Church Street, north of the intersection of SW Mill Street, in front of the United States Post Office, are established as fifteen minute parking stalls, from the hours of 8:00 a.m. to 5:00 p.m., Saturdays, Sundays and legal holidays excluded.

Section 2. The Public Works Director shall mark and place appropriate signs at said parking stalls so as to inform the public of the requirements of this Resolution.

Section 3. Any prior resolutions establishing parking regulations contrary to those set forth herein are hereby repealed.

Section 4. This resolution shall be effective upon adoption and approval and placement of marking and signage at the affected parking stalls.

Adopted: September 2, 2008
Approved: September 2, 2008

JAMES B. FAIRCHILD, MAYOR

ATTEST:

JERRY WYATT, CITY MANAGER