

Dallas City Council

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

Monday, June 18, 2007, 7:30 PM

Mayor Jim Fairchild Presiding

*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.

AGENDA

1. ROLL CALL

2. APPROVAL OF MINUTES

- 2.1. Approval of minutes of the June 4, 2007, Council meeting.
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3. REPORTS OR COMMENTS FROM COUNCIL MEMBERS

- 3.1. Council President's monthly report.
-

4. QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE

5. REPORTS OF SPECIAL COMMITTEES AND CITY OFFICERS

5.1. City Manager's Reports

- a. Presentation on request to call for proposals for contracting out Wastewater Treatment Facility operations.

 - b. Review and approval of Fund Exchange agreement with Oregon Department of Transportation.

 - c. Update on Levens Street Bridge project.

 - d. Discussion concerning City insurance coverage.

 - e. Bills of the City for the month of May.

 - f. Other
-

6. COMMUNICATIONS AND PETITIONS

6.1. Letter from Chamber of Commerce concerning Summerfest events.

6.2. Salem River Crossing Project newsletter.

7. PUBLIC HEARINGS

8. RESOLUTIONS

8.1. Resolution No. 3121: A Resolution adopting the budget of the City of Dallas, Oregon for the fiscal period beginning July 1, 2007 and ending June 30, 2008, making budgeted appropriations and levying taxes for said fiscal period.

8.2. Resolution No. 3122: A Resolution declaring the City of Dallas' election to receive State Revenues.

8.3. Resolution No. 3123: A Resolution authorizing the transfer of budgetary funds.

8.4. Resolution No. 3124: A Resolution authorizing a loan from the Systems Development Fund, Sewer SDC Revenue to the Capital Improvement Fund.

8.5. Resolution No. 3125: A Resolution authorizing the transfer of budgetary funds for the Ambulance Fund.

9. FIRST READING OF ORDINANCE

10. SECOND READING OF ORDINANCE

10.1. Ordinance No. 1675: An Ordinance amending DCC 2.876 regarding payment of court appointed counsel.

11. OTHER BUSINESS

12. ADJOURNMENT

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The Dallas City Council met in regular session on Monday, June 4, 2007, at 7:30 p.m. in the Council Chambers of City Hall with Mayor Jim Fairchild presiding.

ROLL CALL

Council members present were: Council President Ken Woods, Councilor Brian Dalton, Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Councilor Rich Slack, and Councilor LaVonne Wilson.

Also present were: City Manager Roger Jordan, City Attorney Mark Irick, Interim Fire Chief Bill Hahn, Police Chief Jim Harper, Community Development Director Jerry Wyatt, Public Works Director Fred Braun, Finance Director Marcia Baragary, Library Director Donna Zehner, Assistant City Manager Kim Marr, and Recording Secretary Laurie Roberts.

APPROVAL OF MINUTES

After hearing no corrections or additions, Mayor Fairchild declared the minutes of the May 21, 2007, Council meeting approved as printed.

REPORTS OR COMMENTS FROM COUNCIL MEMBERS

Mayor Fairchild announced that he would be participating in the Oregon Mayor's Walk in the Rose Parade with the Portland Mayor and about 70 others from the League of Oregon Cities.

Mayor Fairchild announced that Mark Irick has broken his ankle and will not be present; however, he is available by telephone.

Councilor Dalton reported on the nine-person volunteer clean up crew efforts at the Happy Family Restaurant, the pocket park and Center Market properties, which took 4 1/2 hours and 3 yards of bark dust. Councilor Lawson asked about compensation for materials. Councilor Dalton stated it has been a volunteer effort and they have not accepted any funds. Mr. Jordan explained grants are being considered through the Urban Renewal Advisory Committee and will come to the Council through the Urban Renewal Board.

ADMINISTRATIVE COMMITTEE REPORT

Councilor Scroggin gave the report on the May 29, 2007, Administrative Committee.

Councilor Scroggin reviewed the 2007-08 Cost of Living Increase and the Committee's recommendation for approval. Councilor Woods made a motion to approve the cost of living increase as presented in the minutes. The motion was duly seconded. Councilor Dalton asked if the employee paid share is standard for the majority of public employees. Mr. Jordan stated it is. The motion CARRIED UNANIMOUSLY with Council President Ken Woods, Councilor Brian Dalton, Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Councilor Rich Slack, and Councilor LaVonne Wilson voting YES.

Councilor Scroggin reviewed the possible Hotel/Motel Tax Proposal. Discussion was held regarding the need to conduct a workshop on the proposal. Councilor Lamb called for a date for the workshop, which was scheduled for Thursday, June 21 at 11:45 am for no longer than an hour and half. Councilor Dalton suggested letting the Chamber know of the workshop as soon as possible. Mr. Jordan stated he would notify the Chamber.

Councilor Scroggin reviewed the demonstration for the new city website, which was attended by Mayor Fairchild and Councilors Dalton and Slack. Mayor Fairchild explained the proposed website features offered by Civic Plus and the cost estimates of \$7-10,000. Councilor Wilson asked about the term of the contract. Mr. Jordan explained there is a one-time setup fee and then an annual fee renewable as requested. Councilor Lamb asked for confirmation that there is an option for the public to pay fees online. Mayor Fairchild confirmed it has the eCommerce feature and you pay for the various items that are selected. Councilor Dalton made a motion to have

1 the City Manager enter into a contract with Civic Plus as presented. Councilor Lawson asked
2 specifically what the \$250 monthly fee includes. Mr. Jordan explained it is for building and
3 hosting the site, making major changes, and tech support, and the Council will get the details and
4 decide what features they prefer. Discussion was held about the fees and features such as onsite
5 training and the cost compared to staff time to do the work.

6 The motion was amended to include approval for the base-line services and in-house training
7 with Civic Plus, and any additional features would be brought back to Council for consideration.
8 Councilor Lawson asked for the actual price of the training. After discussion, the motion was
9 amended to remove the in-house training feature from approval and to cap the amount at
10 \$10,000. Mayor Fairchild stated the amended motion to have the City Manager enter into a con-
11 tract with Civic Plus to include approval for the base-line services and a cap on the amount at
12 \$10,000 with any additional features to be brought back to Council for consideration. The mo-
13 tion was seconded and CARRIED UNANIMOUSLY with Council President Ken Woods, Coun-
14 cilor Brian Dalton, Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Mar-
15 shall, Councilor Wes Scroggin, Councilor David Shein, Councilor Rich Slack, and Councilor
16 LaVonne Wilson voting YES.

17 Councilor Scroggin reported on the personnel changes, finance budget and software reports, and
18 the discussion regarding the need for workshops.

19 Mayor Fairchild called for a change of order to conduct the public hearings at this time.

20 PUBLIC HEARINGS

21 2007-2008 CITY OF DALLAS BUDGET AND USE OF STATE REVENUE SHARING 22 FUNDS

23 Mayor Fairchild declared open at 7:57 pm. a Public Hearing on the 2007-2008 City of Dallas
24 Budget and use of State Revenue Sharing Funds. Mr. Jordan stated the Budget information is
25 provided in the minutes attached. Councilor Woods made corrections to the Budget Committee
26 minutes on Page 76 line 8 to state that Councilor Marshall was present and Councilor Woods
27 was not present. There was no public in attendance so Mayor Fairchild closed the public hearing
28 at 7:59 pm. Mr. Jordan confirmed that the Revenue sharing was included.

29 Councilor Slack moved to approve the 2007-2008 Budget as approved by the Budget Committee
30 and directed the City Manager to have the City Attorney prepare the Resolution. The motion
31 was seconded and CARRIED UNANIMOUSLY with Council President Ken Woods, Councilor
32 Brian Dalton, Councilor Warren Lamb, Councilor Jackie Lawson, Councilor Kevin Marshall,
33 Councilor Wes Scroggin, Councilor David Shein, Councilor Rich Slack, and Councilor LaVonne
34 Wilson voting YES.

35 REQUEST TO CHANGE THE COMPREHENSIVE PLAN MAP #1 DESIGNATION AND 36 ZONE CHANGE

37 Mayor Fairchild declared open at 8:01 pm. a Public Hearing for the City of Dallas to change the
38 Comprehensive Plan Map #1 designation from Multi-Family to Central Business District and the
39 zoning designation on Tax Lots 7.5.33BC 11400, 12000, 12100 and a portion of 11900 from
40 RHD-Residential High Density to CBD-Central Business District. Mr. Jordan stated the staff
41 report is in the Council packet. Mr. Wyatt stated the recommendation from the Planning Com-
42 mission was for approval for the changes affecting the four tax lots. Councilor Scroggin asked if
43 tax lot 11400 is double-zoned. Mr. Wyatt stated it is. Councilor Scroggin asked why the other
44 lots couldn't be double-zoned. Mr. Wyatt explained there is no high density in the area so that
45 zoning is not needed. Councilor Lawson asked if this would affect taxes. Mr. Jordan stated it
46 would not as it is public property. There was no public present to testify so Mayor Fairchild
47 closed the public hearing at 8:04 pm.

48 Councilor Lamb moved to approve the change of the Comprehensive Plan Map #1 designation
49 from Multi Family to Central Business District and the zoning designation on Tax Lot 7.5.33 BC
50 11400, 12000, 12100 and a portion of 11900 from RHD-Residential High Density to CBD-
51 Central Business District as presented in the staff report and directed the City Manager to have
52 the City Attorney prepare an Ordinance. The motion was seconded and CARRIED UNANI-

1 MOUSLY with Council President Ken Woods, Councilor Brian Dalton, Councilor Warren Lamb,
2 Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David
3 Shein, Councilor Rich Slack, and Councilor LaVonne Wilson voting YES.

4 **REPORTS OR COMMENTS FROM COUNCIL MEMBERS** cont'd

5 **PUBLIC SAFETY COMMITTEE**

6 Councilor Slack reported on the May 29, 2007 Public Safety Committee Meeting. There were
7 no questions or comment regarding the report.

8 **QUESTIONS OR COMMENTS FROM THE AUDIENCE**

9 There were no questions or comments.

10 **REPORTS OF SPECIAL COMMITTEES AND CITY OFFICERS**

11 **MILLER AVENUE SPEED STUDY**

12 Mr. Jordan reviewed the staff's request for the Miller Avenue speed study. Councilor Shein
13 asked what the objective is and about the specific area. Mr. Jordan explained the study would be
14 to determine a comprehensive speed for the area after completion of the Miller Avenue project.
15 Councilor Slack stated the school zone is already restricted. Councilor Wilson suggested waiting
16 until the Fir Villa project is completed. Councilor Lawson asked about any complaints. Mr.
17 Braun stated there was one complaint about the area between SE Godsey Road and SE Fir Villa
18 Road. Councilor Scroggin asked when the Fir Villa improvements would be done. Mr. Jordan
19 stated they would be done this fall. He stated a combined Miller Avenue and Fir Villa Road
20 study would be appropriate. Mayor Fairchild announced the consensus was to wait and recon-
21 sider the need for a traffic study after the SE Fir Villa improvement project is completed.

22 **LEVENS STREET BRIDGE PROJECT**

23 Mr. Jordan reviewed the summary of the bid results for Levens Street Bridge project. He ex-
24 plained the bid process and if not appealed, Ross Bros. would get the project. Councilor Scrog-
25 gin asked who did the LaCreole Bridge. Mr. Jordan stated it was J.W. Fowler. Councilor Dalton
26 asked about the final design. Mr. Jordan explained the plans are still being finalized and they
27 would be presented at the next Public Works Committee meeting. Councilor Dalton asked about
28 pillars. Mr. Jordan stated there are no pillars but Mr. Braun designed ornamental features at a
29 reasonable price. Councilor Scroggin stated his approval to award the bid as presented. Mr. Jor-
30 dan stated that the bid is accepted if not appealed. Mayor Fairchild explained that if a bid falls
31 within the estimate the staff has authority to give a Notice Of Intent, and that could be appealed.
32 Councilor Slack asked about a time estimate. Mr. Braun stated the project is expected to start
33 July 2 with the setup of a bypass, and remain closed through mid-October. Councilor Lawson
34 asked how the bidding process is done. Mr. Jordan explained the sealed bid process that follows
35 State law.

36 **MAIN STREET WATER TANK PROJECT**

37 Mr. Jordan reviewed the status of the Main Street water tank project and it is at the 95% stage
38 and will be presented to the Council when it is at 100% and ready to bid. Mayor Fairchild re-
39 minded the Council that the project is on S. Main at the Elliott property.

40 **YARD LIGHT ON SE FIR VILLA AVENUE**

41 Mr. Jordan explained the City received correspondence from Mr. Brown regarding the yard light
42 on SE Fir Villa Avenue that stated the attempts to correct the problem were unacceptable; there-
43 fore, he brought the issue back to the Council for further action. Councilor Scroggin asked if Mr.
44 Brown appeared at the prior hearing. Mr. Jordan stated he did. Councilor Lawson stated that the
45 representative from Ceres Gleann is the one that made the correction so that should be acceptable
46 to the residents of Ceres Gleann. Councilor Slack stated he has the same problem with a street
47 light so he has to use shades. Councilor Lamb asked what the specific code states. Mr. Jordan
48 read DCC 5.586. Councilor Wilson stated she goes by frequently and the light is so high that

1 the light goes directly into the windows and is brighter than a streetlight. Councilor Slack stated
2 he feels the resident has complied. Councilor Wilson stated the light needs further review by
3 staff and Council members. Councilor Dalton asked if something more technical could be done.
4 Mr. Jordan stated the staff could get a sophisticated light meter and record various readings
5 around town for comparison. Councilor Lamb stated the ordinance is too vague, making a deci-
6 sion difficult. Mr. Jordan stated he would review the situation further with staff and the city at-
7 torney and prepare a white paper to support the request. He reminded the Council that this issue
8 is setting precedence.

9 **DEPARTMENT REPORTS**

10 Mayor Fairchild called for any questions regarding the reports for April. There were no ques-
11 tions regarding the department reports.

12 **OTHER**

13 Mr. Jordan stated the OMI contract for the Waste Water Facility would be reviewed in the future.

14 **RESOLUTIONS**

15 **Resolution No. 3120**

16 A Resolution authorizing the transfer of budgetary funds.

17 Mr. Jordan reviewed the Budget stating there are no significant changes. Councilor Lamb asked
18 about the Ambulance \$4,000 and if that is the pay difference for the new employees. Mr. Jordan
19 stated it is and added that the increased activity is significant, which generates money. There
20 were no further questions.

21 A Roll Call vote was taken and Mayor Fairchild declared Resolution No. 3120 to have PASSED
22 by a UNANIMOUS VOTE with Council President Woods, Councilor Dalton, Councilor Lamb,
23 Councilor Lawson, Councilor Marshall, Councilor Scroggin, Councilor Shein, Councilor Slack,
24 and Councilor Wilson voting YES.

25 **FIRST READING OF ORDINANCES**

26 Ordinance No. 1675

27 An Ordinance amending DCC 2.876 regarding payment of court appointed counsel.

28 Councilor Shein confirmed this is in conformance with other areas. Mr. Jordan stated it is.
29 Mayor Fairchild declared Ordinance No. 1675 to have passed its first reading.

30 **SECOND READING OF ORDINANCES**

31 Ordinance No. 1673

32 An Ordinance Amending DCC 5.210 Regarding Prohibiting Smoking in Public Places.

33 There were no questions or comments.

34 Mayor Fairchild declared Ordinance No.1673 to have passed its second reading. A Roll Call vote
35 was taken and Mayor Fairchild declared Ordinance No. 1673 to have PASSED by a UNANI-
36 MOUS VOTE with Council President Woods, Councilor Dalton, Councilor Lamb, Councilor
37 Lawson, Councilor Marshall, Councilor Scroggin, Councilor Shein, Councilor Slack, and Coun-
38 cilor Wilson voting YES.

39 Ordinance No. 1674

40 An ordinance changing the zoning designation of real property owned by Faith Farms, Inc. and
41 Stephen Mannenbach and Shirley Mannenbach, from Residential Agricultural to Residential
42 Single Family.

1 Councilor Woods stated the dates are incorrect and the Ordinance was revised to correct the
2 dates. Mayor Fairchild declared Ordinance No. 1674 to have passed its second reading. A Roll
3 Call vote was taken and Mayor Fairchild declared Ordinance No. 1674 to have PASSED by a
4 UNANIMOUS VOTE with Council President Woods, Councilor Dalton, Councilor Lamb,
5 Councilor Lawson, Councilor Marshall, Councilor Scroggin, Councilor Shein, Councilor Slack,
6 and Councilor Wilson voting YES.

7 **OTHER BUSINESS**

8 There being no further business, the meeting adjourned at 8:35 p.m.

9 Read and approved this _____ day of _____ 2007.

10 _____
11 Mayor

12 ATTEST:

13 _____
14 City Manager

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MEMORANDUM

Date: June 14, 2007

To: Mayor Fairchild and City Council Members

From: Council President Ken Woods, Jr.

Subject: Council President's May 2007 Monthly Report

May 1	1:00 – 3:30 PM Met with Grant Boustead, DHS HOF Sub-Committee
May 2	6:30 – 8:00 PM Met with Grant Boustead, DHS HOF Sub-Committee
May 3	3:30 – 5:00 PM MWACT, Salem
May 4	9:30 – 10:30 AM Met with Grant Boustead, DHS HOF Sub-Committee
May 7	7:30 – 9:30 PM City Council
May 11	6:30 – 9:00 PM 1st Annual DHS HOF Banquet
May 12 – 28	Vacation
May 29	10:00 – 11:00 AM Met with Mayor Fairchild

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MEMORANDUM

Date: June 14, 2007

To: Mayor Fairchild, City Council Members, and City Manager

From: Roger Jordan, City Manager 

Re: Wastewater Treatment Facility Operations

Recommended Action: Authorize the staff to call for proposals for operation of the Wastewater Treatment Facility.

Background: At the last Council meeting, I indicated that Public Works Director Fred Braun would present a request for Council approval of contracting out the Wastewater Treatment Facility operations. As we have discussed with the personnel at the Wastewater Treatment Facility, Fred will be requesting authorization to call for proposals for operating the Facility.

As you will recall, we already have a management contract for the facility and we would like to expand that contract to include the full operation. He will make a formal report to the Council Monday evening.

If you have any questions or comments before the meeting, please feel free to call me.

RJ:meh

Dallas Wastewater Treatment Facility Contract Proposal



Contracting Out Overview

- What is Contracting Out?
- How Common is Contracting Out Wastewater Services?
- Why are Local Governments Contracting Out Wastewater Services?
- How Does Contracting Affect Environmental and Health Standards?
- Will Contracting Out Hurt Public Employees?
- Does Contracting Out Save Money?
- Are Local Governments Satisfied with Private Contracts?
- Why Should Dallas Consider Contracting Out?



What is Contracting Out

- With few exceptions, Contracting Out water and wastewater facilities has not meant asset sales or leases.
- Almost all contracts are for operation and maintenance (O&M) of facilities. (*This would be the recommendation for Dallas*)



How Common is Contracting Out Wastewater Services?

- Contracting out water and wastewater facilities in the United States is not a new phenomenon. Converting government-owned facilities to private management goes back at least three decades.
- The larger context of contracting out is significant. Surveys by the National League of Cities, U.S. Conference of Mayors, and the International City/County Management Association among other organizations have found:



How Common is Contracting Out Wastewater Services?

- At the end of 2001, nearly 1300 local governments have contracted out operation of wastewater systems. Local examples are Lebanon and Sweet Home.
- Most local governments have been increasing their use of contracting out in recent years, and plan to further increase such in coming years.
- Of the 60 percent of systems owned by local governments, contracting for operations and management has grown rapidly in recent years.
- Local governments are focusing more on competition than on contracting out for the sake of contracting out, using outsourcing, insourcing, intergovernmental contracts, etc., as needed to get the service and cost results they want.



Why Are Local Governments Contracting Out Wastewater Services?

- Local government surveys have found that public officials turn to contracting out to control costs and/or
- when contracting out has been shown to work well in other jurisdictions.
- According to the U.S. Conference of Mayors, four out of ten cities are actively considering contracting out in order to reduce costs and attract private capital investment.
- Environmental Regulations are one of the broader issues. A 1998 survey found that public officials' greatest operational concern is meeting environmental regulations.



How does Contracting Out affect Environmental and Health Standards?

- Contracting Out has widespread support as a means of improving the environment and the health of citizens.
- The EPA endorsed contracting out as a means by which local governments could meet environmental standards.
- A 1999 survey found that contracting out water and wastewater services can improve compliance with environmental standards. Prior to private contracts, 41 percent of the facilities surveyed were not in full compliance with the federal Clean Water Act. One year after entering into a public-private partnership, all were in compliance with federal water standards.



Will Contracting Out Hurt Public Employees?

- Every comprehensive study of the effects of private contracts on employees in the United States has found layoffs to be minimal— Most employees are hired by the firm taking over operation of water or wastewater facilities.
- Typically wages and benefits go up for some employees and go down for others, and natural attrition accounts for most of the reduction in workforce.
- Long-term O&M contracts often include a requirement to hire all existing employees who meet minimal criteria.
- Upward mobility and job opportunities expand if the private contract moves employees to a firm managing a larger network of facilities.
- Private Firms typically have excellent training programs for their employees.



Does Contracting Out Save Money?

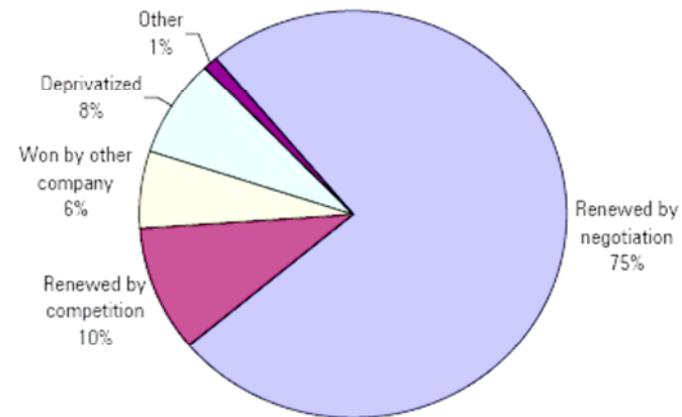
- A 1999 study examined public-private partnerships in wastewater systems in 29 cities serving over three million customers throughout the United States. It found that all of the private contracts resulted in lower rate increases than were planned prior to such, and at 17 percent (five) of the facilities, public-private partnering brought cost savings of between 10 percent and 40 percent, allowing local governments to avoid large increases in rates.



Are Local Governments Satisfied with Contracting Out?

- As the following figure shows, satisfaction with contracting out is very high, with over 90 percent of communities choosing to continue with private contracts at renewal time.

Figure 2: Outcome of Water/Wastewater Privatization Contract Renewals 1998-2001*



*A total of 489 privatization contracts were up for renewal during this period.
Source: Public Works Financing.



Why Should Dallas Consider Contracting Out This Service?

- Staff commitment to review all City services.
- This is a very specialized service.
- The City has an investment in the facility exceeding \$15 M.
- OMI Proposal to City.
- A wealth of expertise and resources.
- Cost Control.
- Experience of other local Communities.
- City Commitment to take care of current Employees.



Staff Commitment to Review all City Services

- Staff is systematically reviewing our services to ensure that we have the best and most efficient service for the community.
- When improvement is indicated, Staff will investigate alternative methods of providing the same, or better, service.
- This will ensure that our citizens get “the most bang for the buck”, and;
- That City facilities are properly operated and maintained, and.
- That utility rate increases will be minimized.



The WWTP is a Specialized Facility

- Work at the facility is at a single, remote location.
- Work at the facility is very specialized and quantifiable, making the RFP for services relatively simple.
- Staff is highly specialized, with no cross-training in other work offered by the City. (i.e. no impacts to other offered City Services)



City Investment in the Facility Greater Than \$15M

- Relatively small expenditures for maintenance during the first 4 years of operation.
- Several major failures at the facility during the last several years, resulting in a significant increase in the operating budget.
- Identified need to increase maintenance at the facility.
- Results of an Audit by OMI/CH2M Hill in December 2006 identified needed increased maintenance and recommended operational improvements, including a computerized maintenance management system.



OMI Proposal to City

- OMI would assume full operations and maintenance responsibility.
- OMI would assume responsibility for DEQ fines due to negligent operation of the facility.
- The cost would be fixed and spread evenly throughout the fiscal year.
- The cost is less than the proposed City Budget for FY 07-08.
- Proposal exceeds \$150,000. City will need to issue a RFP/ formal bid request.
- Proposal is a good indicator of the outcome of the RFP process.



Expertise and Resources

- OMI has significant technical resources to draw from should issues arise at the Plant.
- OMI has a wealth of staff to draw from to keep the facility fully staffed for the duration of the contract.
- OMI has been providing management services at the facility for the City since December. They are very knowledgeable of the operational needs of the plant.



Cost Control

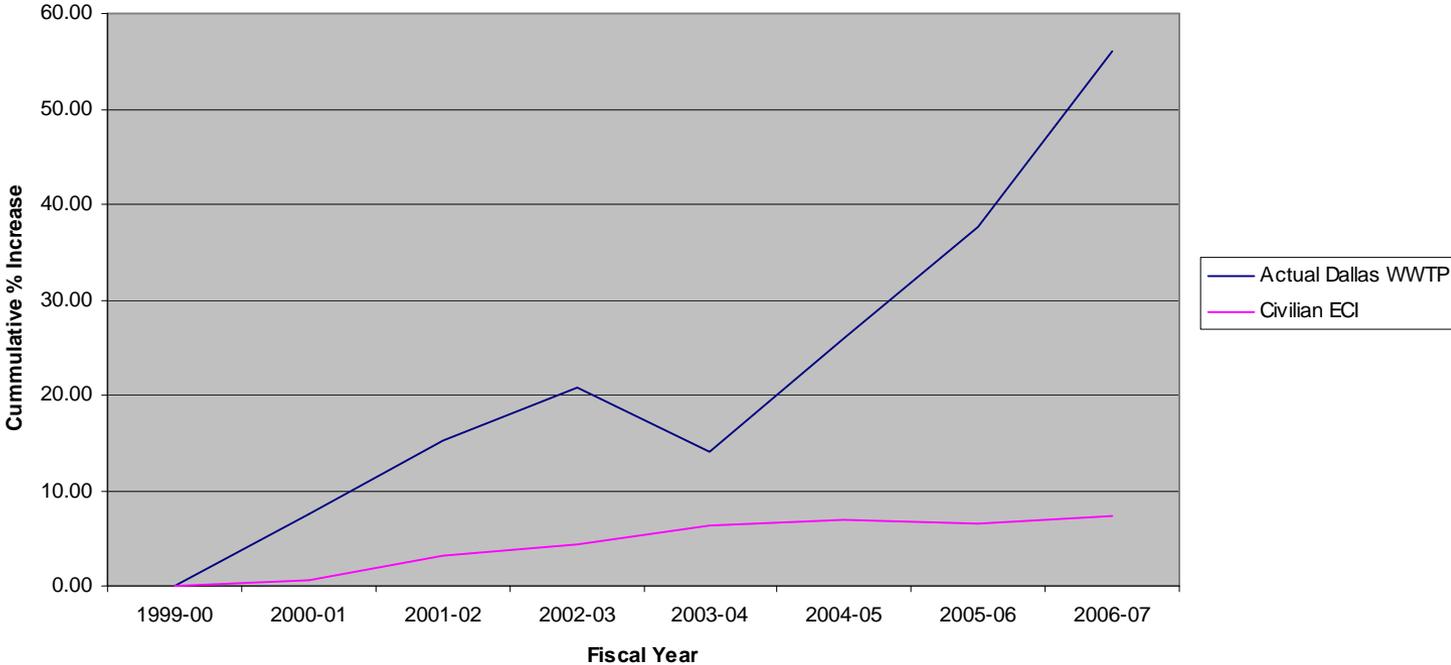
- OMI proposal is less than City budget for first year.
- Proposal includes a cost escalation factor for future years based on the Employment Cost Index (ECI) for Civilian Workers.
- Major Capital Projects are outside the scope of the contract.
- OMI will pay for all routine maintenance under the contract.
- Line item of approx. \$25 K for Non-Routine Maintenance:
 - City will absorb all costs exceeding this amount.
 - If expenses are under this amount, the savings will be returned to the City.



OMI Contract Proposal Employment Cost Index



WWTP Personnel Cost Trend



Local Agency Contracting Experience

- City of Lebanon
- City of Sweet Home
- City of The Dalles
- City of Wilsonville
- City of Hood River
- City of Roseburg
- City of Coos Bay
- 11 more Cities or Agencies in Oregon



City Commitment to Take Care of Current Employees

- Current staffing of 2 City Employees under OMI management.
- Employees will be offered employment by the firm selected under the RFP process.
- Employees will have additional training and experience opportunities that are not available under City employment.



Staff Recommendation

- **Issue a RFP for a contract to run the facility.**
- **Award of RFP to be based upon competence, experience, available resources, references, cost, and insurability.**
- **The contract shall contain provisions for employment and training of current personnel.**



Questions?



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MEMORANDUM

Date: June 14, 2007

To: Mayor Jim Fairchild and City Council Members

From: Roger Jordan, City Manager 

Re: 2007 Fund Exchange Agreement

Recommended Action: Authorize the City Manager to sign an agreement with the Oregon Department of Transportation for exchange of \$134,484 federal funds for \$126,415 state funds.

Background:

As you may recall, in the past the City has enter into an agreement with the Oregon Department of Transportation for performance of work on certain types of improvement projects and to pay for these projects with funds obtained by trading federal funds for state funds. The exchange ratio was \$94 state funds for \$100 federal funds.

We have \$134,484 in federal funds for 2007, and are asking to trade this for \$126,415. By exchanging federal funds for state funds, we do not have to follow the federal road construction standards that far exceed our needs for residential streets. We can use the Oregon construction standards instead. The funds are scheduled to be used for various reconstruction and overlay projects.

If you have any questions or comments before the Council meeting, please call me.

RJ:meh

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CRAVEN-WOODS INSURANCE

398 E. Ellendale Avenue
PO Box 1130
Dallas OR 97338-1047
503-623-8143
fax: 503-623-9020
email: ken.woods@cravenwoodsins.com

COPY

June 14, 2007

Roger G. Jordan, City Manager
City of Dallas
PO Box 67
Dallas OR 97338

Re: General Liability, Property, & Automobile Insurance
Renewal Quote: 2007-08

Dear Roger,

Please find enclosed the renewal quote for fiscal year 2006-2007 with City/County Insurance Services (CIS). In the past several years, Dallas has chosen the Annual Aggregate Deductible program with CIS. With this program, Dallas would elect to assume the first \$35,000 in liability losses and loss adjusting expenses for the policy year. In exchange, you'll see your initial contribution for the year reduced by \$26,250. Once into the program, the City would continue to submit claims just as though there was no deductible, claims work would be done, as always, through CIS Claims Department. As handling of a claim progressed, the City would simply be billed for indemnity payments made and claim expenses incurred, outside those of CIS's claims administrator, until the annual deductible amount was met. Included is a copy of the City's claims history for auto liability, auto property/collision, general liability and property.

Repeating a pattern seen in previous insurance market cycles, commercial insurance companies have again withdrawn from the Oregon market place. Unable or unwilling to match pricing for the combination of coverage and risk management services offered by CIS, the scarcity of liability and property insurers leaves CIS as the clear alternative for entities seeking insurance coverage. Don't hesitate to call me if there are any questions.

Sincerely,



Kenneth L. Woods, Jr.
Agent of Record, City of Dallas
KLW:ekb

enclosures

GENERAL LIABILITY, PROPERTY, AUTOMOBILE INSURANCE

	<u>2006-2007</u>	<u>2007-2008</u>
General Liability \$5,000,000 Aggregate Deductible \$35,000	\$107,826	\$101,709
Automobile Liability \$5,000,000	16,257	16,972
Liability Aggregate Deductible Cr Deductible: \$35,000	-26,250	-26,250
Automobile Physical Damage	16,722	14,660
Deductibles:		
Comprehensive \$100		
Collision \$1,000		
Property Coverage	39,276	36,821
\$5,000,000 Limit EQ & Flood		
\$50,000 Limit Crime		
Deductibles:		
Buildings & Contents \$ 2,500		
Mobile Equipment 2,500		
Earthquake (see below)		
Flood (see below)		
Boiler & Machinery	3,411	3,462
Deductible: \$ 2,500		
Multi-Line Credit	-3,077	-2,878
Total Annual Premium	<u> </u> \$154,165 =====	<u> </u> \$144,496 =====

Earthquake Deductible:

2% of combined value of property damaged, subject to a \$5,000 minimum and \$50,000 maximum.

Flood Deductible:

- \$500,000 deductible for properties in flood zones A, AE or V.
- 2% of the value of property damaged for properties in flood zones other than A, AE or V, subject to \$5,000 minimum and \$50,000 maximum.
- 5% of the value of properties in flood zones A, AE or V and are not eligible for coverage by NFIP, subject to a \$100,000 minimum and \$500,000 maximum.
- The maximum value of coverage NFIP offer in flood zones A, AE or V is \$500,000 per location.
- For property in flood zones A, AE or V valued over \$500,000, by buying coverage through NFIP, you satisfy the CIS deductible of \$500,000.

City of Dallas Claims History (as of 04-01-2007)

Auto Liability			Auto Property/Collision			
Year	Amount	#	Claims Open	Amount	#	Claims Open
1983-84	\$ 330	1	0	0	0	0
1984-85	0	0	0	0	0	0
1985-86	0	0	0	0	1	0
1986-87	0	0	0	0	0	0
1987-88	450	1	0	0	0	0
1988-89	350	1	0	0	0	0
1989-90	0	0	0	0	0	0
1990-91	1,944	1	0	0	1	0
1991-92	0	0	0	0	2	0
1992-93	0	1	0	0	1	0
1993-94	0	0	0	0	0	0
1994-95	0	0	0	0	0	0
1995-96	121	2	0	0	1	0
1996-97	545	1	0	2,528	3	0
1997-98	715	2	0	0	1	0
1998-99	101,477	3	0	5,373	3	0
1999-00	0	0	0	0	0	0
2000-01	5,610	2	0	0	0	0
2001-02	266	1	0	0	1	0
2002-03	0	0	0	0	1	0
2003-04	58,986	1	0	18,404	5	0
2004-05	0	0	0	0	1	0
2005-06	0	0	0	0	2	0
2006-07	0	0	0	8,150	5	0
	\$170,794	17	0	\$34,455	28	0

24 Yr Ave = \$7,116/yr

\$1,436/yr

CRAVEN-WOODS INSURANCE

398 E. Ellendale Avenue
PO Box 1130
Dallas OR 97338-1047
503-623-8143
fax: 503-623-9020
email: ken.woods@cravenwoodsins.com

June 14, 2007

Roger G. Jordan, City Manager
City of Dallas
PO Box 67
Dallas OR 97338

Re: Workers Compensation Insurance
Renewal Quote: 2007-08

Dear Roger,

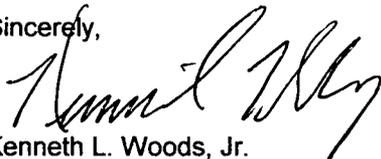
The CIS renewal quote this year for the City of Dallas' workers compensation policy is the Paid Loss Retrospective Plan (Retro) for \$38,658. The City has been on the Retro Plan for years and it has been very successful for the City. The City's estimated annual contribution is down from \$49,827 in 2006, a decrease of \$11,169. This decrease is influenced by the following factors:

- (+) Payrolls increased from \$6,020,508 in 2006 to \$6,584,441 in 2007.
- (-) Experience modification decreased from .89 in 2006 to .86 in 2007.
- (-) Overall rates have slightly decreased from 2006 to 2007.
- (-) Initial contribution factor decreased from .35 to .25.

Losses will need to exceed \$86,910 to meet the total estimated cost of \$139,056 of the Retro Plan. The annual average loss for the past 20 years is \$20,704 and for the last five years is \$27,032.

Enclosed is a 20-year WC Loss Summary.

Sincerely,



Kenneth L. Woods, Jr.
Agent of Record, City of Dallas
KLW:ekb

enclosures

CITY OF DALLAS

Workers Compensation Loss Summary

As of April 1, 2007

			Closed Claims	Open Claims
CIS	1987-88	\$ 4,081	27	0
CIS	1988-89	\$ 6,359	17	0
CIS	1989-90	47,243	8	0
CIS	1990-91	37,783	10	0
CIS	1991-92	784	4	0
SAIF	1992-93	1,548	?	0
SAIF	1993-94	34,467	?	0
SAIF	1994-95	9,718	?	0
SAIF	1995-96	25,481	?	0
CIS	1996-97	17,141	14	0
CIS	1997-98	426	7	0
CIS	1998-99	10,216	5	0
CIS	1999-00	4,475	21	0
CIS	2000-01	49,113 *	15	1
CIS	2001-02	30,095	9	0
CIS	2002-03	20,094	13	0
CIS	2003-04	51,233	19	0
CIS	2004-05	20,781	16	0
CIS	2005-06	16,841	13	0
CIS	2006-07	26,210 *	10	4
		<u>\$414,089</u>	<u>208</u>	<u>5</u>

20 Year Average = \$20,704

Last 5 Year Average = \$27,032

* = includes reserves on open claims



**CIS Paid Loss Retrospective Plan
for City of Dallas
Payroll Display and Contribution Estimate**

Class Code	Description	Payroll	Manual Rate	Contribution	Budget Rate
5506	Street/Road Maintenance	\$85,516	8.76	\$7,491.20	7.97
7520	Water	\$290,671	4.79	\$13,923.14	4.36
7580	Sewer	\$122,799	3.96	\$4,862.84	3.60
7704	Fire/Ambulance & Drivers	\$675,200	3.51	\$23,699.52	3.19
7720	Law Enforcement	\$1,087,030	4.45	\$48,372.84	4.05
8380	Garage/Shop	\$85,348	3.33	\$2,842.09	3.03
8411	Public Safety Volunteers	\$273,000	0.80	\$2,184.00	0.73
8411F	Firefighter	\$1,575,000	0.80	\$12,600.00	0.73
8742V	Volunteer Boards/Commissions/Public Officials	\$29,600	0.31	\$91.76	0.28
8810	Clerical	\$915,588	0.21	\$1,922.73	0.19
8820	Attorneys/Judges/Bailiffs/Court Clerks	\$104,640	0.21	\$219.74	0.19
8831	Animal Control/Dog Catchers	\$17,078	1.36	\$232.26	1.24
9015	Building Maintenance & Lifeguards	\$335,099	3.15	\$10,555.62	2.87
9102	Parks Maintenance	\$159,198	4.08	\$6,495.28	3.71
9402	Street/Sewer Cleaning & Snow Removal	\$179,143	6.63	\$11,877.18	6.03
9410	Municipal/County Employees NOC	\$649,531	1.48	\$9,613.06	1.35

Estimated Manual Contribution		\$156,983.26
Increased Limits Factor	x	1.03
Experience Rating Modification Factor	x	0.86
Estimated Standard Contribution	=	\$139,055.77
Transition Adjustment	x	1.00
Estimated Adjusted Contribution	=	\$139,055.77
Initial Contribution Factor	x	0.25
State Assessment (4.80%)	+	\$6,674.68
Multi-Line Credit	-	\$2,781.12
Estimated Annual Contribution	=	\$38,657.50

"Budget Rate" and "Budget Estimate"

"Budget Rate" is intended as a simple option for you to easily calculate "Budget Estimate" by class of employee and/or volunteer. Unlike the manual rate shown above, it has been modified by all applicable rating factors, discounts and assessment.

Due to rounding of decimal points, "Budget Estimate" of all class codes does not equal Estimated Annual Contribution.

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CRAVEN-WOODS INSURANCE

398 E. Ellendale Avenue
PO Box 1130
Dallas OR 97338-1047
503-623-8143
fax: 503-623-9020
email: ken.woods@cravenwoodsins.com

March 21, 2007

Roger Jordan, City Manager
City of Dallas
PO Box 67
Dallas OR 97338

Re: Urban Renewal District's Insurance

Dear Roger,

Since the Dallas Urban Renewal District has a separate board of directors and a separate budget from that of the City, recently you inquired, "Is the Dallas Urban Renewal District covered under the City's insurance policies?"

In reviewing the insurance coverage agreements and discussing this with Bob Kahl, Senior Underwriter for City/County Insurance Services (CIS), the City's policy does include coverage for the Dallas Urban Renewal District. The City's General Liability policy states under definitions, the *"Named Member" or "Member" means the entity named on the declarations page and its officers, employees and agents including volunteers, authorized to act on behalf of the Named Member, all acting within the scope of their employment or duties whether arising out of a governmental or proprietary function.*

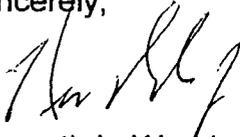
The City's General Liability insurance includes liability coverage for all five council committees (Administration Committee, Buildings & Grounds Committee, Legislative Committee, Public Safety Committee and Public Works Committee) as well as all seven advisory committees (Citizens Advisory Committee for the Comprehensive Plan, Citizen Budget Committee, Library Board, Park & Recreation Committee, Planning Commission and Urban Renewal Advisory Committee).

In addition to General Liability Insurance, the City's Workers Compensation Insurance also includes coverage for the same council committees and advisory committees. However there are some restrictions. The Mayor has an assumed

annual payroll of \$9,600 and each council member and each member of each advisory committee has an assumed annual payroll of \$2,500.

The City's General Liability and Workers Compensation Insurance coverages do not provide any coverage for any other volunteer group such as the Hunter Arboretum, KIDS Inc., Friends of the Aquatic Center, Friends of the Library, or any other volunteer group acting on their own. These volunteer groups either have their own General Liability and Workers Compensation insurance or they are self-insured.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Woods, Jr.", written in a cursive style.

Kenneth L. Woods, Jr.
Agent of Record, City of Dallas
KLW:ekb

cc: Mark Irick, City Attorney

SUMMARY WARRANT REGISTER FOR June 18, 2007 AGENDA

WARRANT	DEPARTMENT	REFERENCE	VENDOR NAME	AMOUNT
82224	SHOP SERVICE FUND	EQUIPMENT	MCMULLIN CHEVROLET	21,217.30
82225	COMMUNITY DEV - PARKS	MATERIALS	K D SAND & GRAVEL	600.00
82226	COM DEV - AQUATIC CENTER	COMMUNICATIONS	DEX MEDIA WEST	35.10
82227	POLICE DEPARTMENT	EQUIPMENT	AUTO ADDITIONS	10,700.00
82228	TRUST FUND	REMODEL	DESIGN STUDIO INTER., INC	242.80
82229	COM DEV - AQUATIC CENTER	COMMUNICATIONS	ESCHELON TELECOM INC.	44.24
82230	CITY ATTORNEY	COPIES	SHETTERLY & IRICK	6.00
82231	COM DEV PLANNING DEPT	REIMBURSEMENT	DALLAS VOLUNTEER FIRE	500.00
82232	SYSTEMS DEVELOPMENT FUND	2006 SE MILLER AVE	M L HOUCK CONSTRUCTION CO	262,496.00
82233	VARIOUS	COMMUNICATIONS	VERIZON WIRELESS	322.14
82234	SEWER TREATMENT PLANT	TRAINING	WATER ENVIRONMENT FED	69.00
82235	VARIOUS	PRESORT	GARTEN SERVICES INC.	2,131.66
82236	VARIOUS	VARIOUS	BANK OF AMERICA	7,053.95
82237	POLICE DEPARTMENT	REMODEL	C & R BUILDERS	6,000.00
82238	DEBT SERVICE & CONTINGENCY	2005 BONDS	BANK OF AMERICA NA	20,348.75
82239	POLICE DEPARTMENT	COMMUNITY POLICING	KROLL	262.17
82240	TRUST FUND	REMODEL	ED CARLSON PAINTING INC	2,000.00
82241	VARIOUS	PLANNING	PACIFIC OFFICE FURNISHING	16,973.20
82242	WATER TREATMENT & PUMPING	CDL PHYSICAL CRUMLEY	ROBERT F. WILLEY, M.D.	175.00
82243	GENERAL FUND	RESTITUTION	BRANDON PARLANTI	180.00
82244	TRUST FUND	BAIL REFUND	VELDA JACOBSON	47.00
82245	TRUST FUND	BAIL REFUND	JERALD E. FOX	40.00
82246	TRUST FUND	BAIL REFUND	HENRY WELLER	62.00
82247	TRUST FUND	BAIL REFUND	CHRISTINA MIHALYMARUNA	60.00
82248	LIBRARY	BOOKS	DR. EDWARD KELLER	38.00
82249	VARIOUS	TUITION REIMBURSEMENT	FRED BRAUN	2,475.00
		TOTAL		354,079.31
3867	COM DEV INSPECTIONS	TRAINING	OREGON FIRE MARSHALS	270.00
3868	AMBULANCE FUND	RE-CERTIFICATION	DHS - HEALTH SERVICES	2,670.00
982204	POLICE DEPARTMENT	VOID CK 82204	GLOCK INC	114.00-
		TOTAL		2,826.00

82291	SHOP SERVICE FUND	PW TRUCK	OREGON STATE DMV	63.50
82292	NON-DEPARTMENTAL & CONTINGENCY	LOST BOOK	SALEM PUBLIC LIBRARY	10.99
82293	FINANCE OFFICE	SUPPLIES	AMERICAN EAGLE GRAPHICS	135.67
82294	VARIOUS	SCADA UPGRADE	EC COMPANY	76,312.80
82295	TRUST FUND	REMODEL	DESIGN STUDIO INTER., INC	2,296.50
82296	STREET FUND	REIMBURSEMENT	ROBOTIC CONST. SURVEYING	30.00
82297	VARIOUS	COMMUNICATIONS	ESCHELON TELECOM INC.	3,097.17
82298	POLICE DEPARTMENT	BOOT REIMBURSEMENT	DONALD VIDRIO	200.00
82299	VARIOUS	PETTY CASH	PETTY CASH, M BARAGARY,	314.10
82300	FINANCE OFFICE	POSTAGE	U S POSTMASTER	1,100.00
82301	VARIOUS	LEGAL SERVICES	SHETTERLY & IRICK	7,822.52
82302	VARIOUS	VOLUNTEER SERVICES	DALLAS VOLUNTEER FIRE	9,002.19
82303	MUNICIPAL COURT	DEF ATTORNEY	STAN BUTTERFIELD	140.00
82304	MUNICIPAL COURT	DEF ATTORNEY	NOAL SMITH	1,096.00
82305	SEWER TREATMENT PLANT	CONTRACTUAL	CH2M HILL / OMI	12,217.75
82306	SYSTEMS DEVELOPMENT FUND	ASR	GOLDER ASSOCIATES, INC	1,526.90
82307	VARIOUS	SUPERVISING PHYSICIAN	JEFFREY HUMPHREY M.D.	500.00
82308	MAYOR & CITY COUNCIL	EXPENSE REIMBURSEMENT	JIM FAIRCHILD	125.00
82309	GENERAL FUND	RESTITUTION	KATHY DANKENBRING	100.00
82310	WATER FUND	REFUND	TOM CARLSEN	185.26
82311	FINANCE OFFICE	REIMBURSE MILEAGE	JOANNE BALLWEBER	95.06
82312	LIBRARY	GAS ALLOWANCE	NANCY WOOLSEY	42.00
82313	CITY MANAGER'S OFFICE	CAR ALLOWANCE	ROGER G. JORDAN	650.00
		TOTAL		117,063.41
999996	VARIOUS	PAYROLL & TAXES	PAYROLL CHECKS	587,942.77
		TOTAL		587,942.77
82315	CITY MANAGER'S OFFICE	TRAINING	DALLAS CHMBR OF COMMERCE	8.00
82316	VARIOUS	HEAT & LIGHTS	PACIFIC POWER	74,498.37
82317	CITY MANAGER'S OFFICE	TRAINING	CITY/COUNTY INSURANCE SVC	125.00
82318	NON-DEPARTMENTAL & CONTINGENCY	MISC.	POLK COUNTY CLERK	26.75
82319	VARIOUS	COMMUNICATIONS	QWEST	174.71
82320	VARIOUS	VOLUNTEER SERVICES	DALLAS VOLUNTEER FIRE	7,104.00
82321	VARIOUS	CONTRACTUAL	RICKREALL WATERSHED	5,000.00
82322	COM DEV - AQUATIC CENTER	CONCESSIONS	SCHWANS	234.45
82323	NON-DEPARTMENTAL & CONTINGENCY	FEES	NET ASSETS CORPORATION	581.00

82324	VARIOUS	COMMUNICATIONS	WVI	45.90
82325	GENERAL OBLIGATION FUND	2003 BONDS	BANK OF AMERICA NA	18,681.43
82326	POLICE DEPARTMENT	INVESTIGATION	WSHNA	175.00
82327	VARIOUS	CONTRACTUAL	HARRANG/LONG/GARY/RUDN, PC	5,204.90
82328	WATER ADMIN & ENGINEERING	CONTRACTUAL	POLK SOIL & WATER	500.00
82329	POLICE DEPARTMENT	REIMBURSEMENT	COLBY HAMILTON	98.50
82330	MUNICIPAL COURT	INTERPRETER	VALERIE GARZA-COLLINS	90.00
82331	COM DEV RECREATION	CONTRACTUAL	PARC	293.73
82332	GENERAL FUND	RESTITUTION	BRANDON PARLANTI	100.00
82333	GENERAL FUND	RESTITUTION	KATHY DANKENBRING	128.75
82334	GENERAL FUND	REFUND	WILLIAM KINCAID	33.32
82335	SEWER MAINTENANCE	REPAIRS	LAURA KITTELSON	140.00
		TOTAL		113,243.81
981922	VARIOUS	VOID CK 81922, 4/12/07	PACIFIC POWER	14,024.77-
		TOTAL		14,024.77-
389	FIRE DEPARTMENT	DAMAGE TO VEHICLE	VICKIE BOER	500.00
3870	STREET MARKING & LIGHTING	STREET LIGHT CONTRACT	PACIFIC POWER	514.20
		TOTAL		1,014.20

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June 4, 2007

Roger Jordan, City Manager
City of Dallas
187 SE Court Street
Dallas, OR 97338

Re: Summerfest 2007

Dear Mr. Jordan,

Thank you, the City Council and all of the City of Dallas staff for your continued support of the annual Summerfest activities, hosted by the Dallas Area Chamber of Commerce.

We have previously received date approval from the City Council of Thursday, July 19th thru Sunday, July 22nd recognizing that all downtown activities are Thursday thru Saturday then the focus shifts to the City Park for activities planned by the Dallas Rotary, Dallas Arts Association and the Delbert Hunter Arboretum.

We have one major change this year, which is the parade route, due to the Levens Street Bridge construction. We have been working with City staff and are excited that the parade route will be Jefferson, Oak and Main Streets.

As has happened in the past, we are making the following requests:

Parking:

- Barricade parking stalls along the Courthouse Lawn; Main, Mill and Court Streets from 5:00PM on Wednesday, July 18th to 9:00PM on Saturday, July 21st.
 - Informational signs to be posted on Tuesday afternoon to alert folks of the Wednesday deadline, to prevent from having to locate or tow a downtown patron.
- Vendors will again have 'Parking Permits' - as it's proven helpful to the Police Department for the last 3 years.
- We are open to recommendations for all-day parking locations for vendors.



Street Closures: *For all day Thursday, Friday & Saturday*

- Court Street from Main to Shelton
 - 3 trailer vendors will be positioned along the northwest side of Court Street.
 - The Fire Department will host 'Waterball' on Friday and the 'Vehicle Rescue Competition' on Saturday along Court Street from Shelton to Jefferson.
- The west half of Mill Street (from Courthouse Coffeehouse to Main)
 - The National Guard will be bringing specialty vehicles for display, as well as the rock climbing wall.

Closure for the Parade on Saturday, July 21st from 8:00AM-1:00PM

(We anticipate the parade completing at 12:30PM and will need approximately a half hour to clean up).

- Main and Jefferson Streets, between Walnut and Clay.
 - It is especially important that NO traffic be allowed on Main and Jefferson Streets from 9:30AM-12:30PM due to the presence of parade performers and the large number of children.
 - Please allow Parade and Summerfest Personnel access, all will be identified with badges and some will be operating golf cart-type vehicles in the area.
- Thru traffic on Washington Street from Uglow to Jefferson from 8:00AM-1:00PM

We would also be grateful to the City for providing the following:

- Official Proclamation of Summerfest at our "Kick Off Party"
- Last year the City laid fresh beauty bark, re-painted lines for the streets and parking stalls and cleaned the streets with the street sweeper and flusher – this was noticed and appreciated by all and we'd love to see it again this year!
- Police security surveillance during the duration of Summerfest in the downtown area, beginning on 5:00PM on Wednesday to 9:00PM on Saturday.
- The use of the parking lot at the City Shops for horse trailer parking the morning of the Parade, Saturday July 21st from 7:00AM to 2:00PM
- Police Unit Escort at the start of the Parade to lead the route at 11:00AM and to end the Parade at approximately 12:30PM.



- Street cleaning after the Parade along the Parade route on Saturday.
 - We are working with volunteers and Allied Waste Company regarding clean up. We are hopeful of having a garbage truck just before the street cleaner so our volunteers can throw bags of garbage for quick, easy cleanup.
- Recommend that the downtown area, to include the side streets, be swept with the street sweeper within about 48 hours of the close of Summerfest.

The Dallas Area Chamber of Commerce continues to list the City of Dallas as an additional insured on our liability policy. A copy of this is filed with the City.

Please let me know if you have any questions, concerns or recommendations. Thank you for your continued support!

Sincerely,

A handwritten signature in blue ink that reads "Chelsea Pope".

Chelsea Pope
Executive Director

cc: Dallas Area Chamber of Commerce Board of Directors
Brian Dalton, Parade Coordinator
Tom Simpson, Dallas Police Department

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The Salem River Crossing project is working toward finding a solution that will reduce future traffic congestion across the Willamette River in the Salem-Keizer metropolitan area. The City of Salem and the Oregon Department of Transportation (ODOT) are co-leading the project.

what
has already
happened?

DECISION MILESTONES



Purpose and Need Statement This statement defines the problems that the project is expected to address. It was created with input from the first two open houses and will be used throughout the project.

Purpose The proposed action would improve mobility and safety for people and freight for local, regional, and through travel across the Willamette River in the Salem-Keizer metropolitan area while alleviating congestion on the Marion and Center Street bridges and on the connecting highway and arterial street systems.

Need Statements

- ◆ Improve existing and future mobility and safety of passenger vehicles
- ◆ Improve existing and future mobility and safety of freight vehicles
- ◆ Improve existing and future reliability of public transportation
- ◆ Improve existing and future mobility and safety of pedestrians and bicyclists
- ◆ Minimize traffic disruptions and enable emergency vehicle response in the event of restricted access to and/or closure of the existing bridges due to an emergency or other incident
- ◆ Develop a financial strategy for implementation

Evaluation Framework This framework includes measures of how alternatives meet the project goals and objectives. Later in the process, the community Task Force and project management team will use this set of measures to narrow down the alternatives.

we are here **Range of Alternatives** At this point in the project, we are considering all alternatives or solutions that could potentially solve the identified problems. Attend an open house on either June 26 or 27 (see back page for more information) to get your ideas on the table!

what are people talking about?

Approximately 130 people attended the open houses on December 6 and 7, 2006. Here is a sample of what the project management team heard:

“Currently, we need to plan our schedules around the **amount of traffic congestion** we encounter trying to get to and across the bridge.”

“Will there be alternatives that include other transit modes? People can adapt to **alternative transit modes** if they are provided—we need to change travel behaviors.”

“We’ve been going to meetings about a new bridge since the ‘60s. **Is anything ever going to be built?**”

“What about **changing land use** to make sure a new bridge is not obsolete in 20 years?”

“I **missed a baby delivery** on a Saturday due to a truck spilling its load on the bridge and backing up traffic past the hospital.”

what are some preliminary ideas?

The community Task Force and project management team have started developing a broad range of concepts, including crossing locations, connections to existing roads, bicycle and pedestrian improvements, and transit, as well as demand and system management strategies. At the open houses, we will start discussing ideas for funding a new or improved river crossing, including creative and alternative funding options. Like a jigsaw puzzle, these pieces need to fit together to solve the problems outlined in the Purpose and Need Statement. When these pieces are put together in different ways, hundreds of different options can be created (see graphic at right).

Crossing Locations The community Task Force and project management team have drafted some preliminary concepts, including new river crossings and improvements to the existing bridges. All of the preliminary alignments will be presented at the open houses.

Bicycle, Pedestrian, and Transit Facilities Bicycle and pedestrian facilities (such as bike paths and sidewalks) will be included in every alignment and will connect with existing trails and sidewalks. Transit facilities (such as park and ride facilities and express lanes) will also be considered.

Connections to Existing Roads The project is looking at ways that a new alignment, or improvements to the Marion and Center Street bridges, would connect to the existing streets and neighborhoods.

System Management and Demand Management These other ways to deal with congestion will also be looked at:

- ◆ System Management tries to **get more use out of what already exists**. There are several ways to do this, such as adding priority lanes for carpools or buses.
- ◆ Demand Management tries to **reduce or shift travel demand** away from the places and times that are congested. This is done a number of ways, including offering flexible work hours, expanding carpool programs, investigating pricing and tolling options, and changing land uses.

Please look at the preliminary concepts at the open houses or on the project website after June 26 and tell us what’s missing. We want to get all of the ideas on the table, so tell us what you think!

Preliminary concepts will be added to the project website on June 26: www.salemrivercrossing.org

Crossing Locations

Bike, Ped, and Transit



Neighborhoods



Interstate 5



Oregon Highway 22

Preliminary Locations



Priority Lanes



Carpooling

Connections to Existing Roads

LOCAL ST

Your Ideas



System Management and Demand Management

Help Us Put the Pieces Together!

Get your ideas on the table to help identify possible solutions to the traffic problems.

- ◆ Take a **survey** (between June 26 and July 10) or send a comment to the project management team: www.salemrivercrossing.org
- ◆ Attend an **open house** to share your ideas for the project (see back page for more information)
- ◆ Call the **project phone line**: (503) 763-6318
- ◆ Send **comments** to:
Dan Fricke
ODOT Region 2
455 Airport Road SE, Building B
Salem, OR 97301-5395
or
Julie Warncke
City of Salem
555 Liberty Street SE, Room 325
Salem, OR 97301-3503

who The City of Salem, ODOT, several local organizations, the community Task Force, and you!

what The project goal is to develop solutions to reduce future traffic congestion across the Willamette River in the Salem-Keizer metropolitan area. The project is looking at all alternatives or solutions that could potentially solve the identified problems. So get your congestion control ideas on the table!

how to pay We will have basic information on potential ways to pay for the project at the open houses, including a discussion of creative and alternative funding options.

open houses

Help us identify new river crossing alignments and interchange types, improvements that can be made to the existing bridges, and other ideas to reduce congestion.

The same information will be presented on both days, so you can attend the location that is convenient for you. Presentations will be held on both nights at 5:30 and 7 pm.

Tuesday, June 26, 2007 5 to 8 pm

at the First Baptist Church (395 Marion Street NE, Salem)

Parking lot is accessible from the southwest corner of Liberty and Union Streets

Wednesday, June 27, 2007 5 to 8 pm

at Roth's Hospitality Center, Oregon Room

(425 Glen Creek Road NW, Salem)

Parking lot is accessible from Glen Creek Road

learn more at www.salemrivercrossing.org

RESOLUTION NO. 3121

A Resolution adopting the budget of the City of Dallas, Oregon for the fiscal period beginning July 1, 2007 and ending June 30, 2008, making budgeted appropriations and levying taxes for said fiscal period.

WHEREAS, at a meeting of the City Council of the City of Dallas, Oregon, duly held on the 4th day of June, 2007, a budget for the City for the fiscal year beginning July 1, 2007 and ending June 30, 2008, heretofore submitted by the Budget Committee to the people of the City after due notice and public hearing, was submitted to the City Council for adoption for and on behalf of the City; and

WHEREAS, the appropriations for said period as shown by said budget are in the respective sums and for the purposes following:

<u>Budgeted Fund and Account</u>	<u>Appropriated Amount</u>
1. <u>GENERAL FUND</u>	
1. Municipal Court Total Appropriation	\$ 308,481
2. Ambulance Department Total Appropriation	\$ 994,324
3. Fire Department Total Appropriation	\$ 778,737
4. Police Department Total Appropriation	\$ 2,442,544
5. Library Total Appropriation	\$ 550,644
6. Community Development - Public Facilities Total Appropriation	\$ 15,328
7. Community Development - Parks Total Appropriation	\$ 252,398
8. Community Development - Recreation Total Appropriation	\$ 152,851
9. Community Development – Aquatic Center Total Appropriation	\$ 871,903
10. Community Development - Inspections Total Appropriation	\$ 432,669
11. Community Development - Planning Total Appropriation	\$ 291,517
12. Non-Departmental Materials & Services	\$ 50,000
Capital Outlay	10,000
Transfer to Other Funds	42,000
General Contingency	375,000
Unappropriated Fund Balance	<u>814,225</u>
Total Appropriation	\$ 1,291,225
TOTAL - ALL REQUIREMENTS - GENERAL FUND	<u><u>\$ 8,382,621</u></u>
2. <u>STREET FUND</u>	
Personal Services	\$ 333,507
Materials & Services	369,124
Capital Outlay	196,500
Reserve and Contingency	<u>148,755</u>
Total Appropriation	<u><u>\$ 1,047,886</u></u>

3.	<u>SEWER FUND</u>	
	Personal Services	\$ 739,136
	Materials & Services	1,272,527
	Capital Outlay	741,000
	Debt Service	1,166,965
	Contingency	500,000
	Reserve	<u>1,247,402</u>
	Total Appropriation	<u>\$ 5,667,030</u>
4.	<u>WATER FUND</u>	
	Personal Services	\$ 757,231
	Materials & Services	1,124,431
	Capital Outlay	111,000
	Debt Service	207,615
	Contingency	400,000
	Reserve	<u>467,740</u>
	Total Appropriation	<u>\$ 3,068,017</u>
5.	<u>IMPROVEMENT BOND & INTEREST FUND</u>	
	Materials & Services	\$ 504,000
	Debt Service	0
	Transfer to Other Funds	0
	Reserve	<u>0</u>
	Total Appropriation	<u>\$ 504,000</u>
6.	<u>OUTSIDE OF CITY WATER FUND</u>	
	Personal Services	\$ 15,500
	Materials & Services	40,500
	Reserve	<u>39,667</u>
	Total Appropriation	<u>\$ 95,667</u>
7.	<u>SHOP SERVICES FUND</u>	
	Personal Services	\$ 137,848
	Materials & Services	372,554
	Capital Outlay	<u>152,000</u>
	Total Appropriation	<u>\$ 662,402</u>
8.	<u>REVENUE SHARING FUND</u>	
	Personal Services	\$ 0
	Materials & Services	0
	Capital Outlay	0
	Transfer to General Fund	<u>130,875</u>
	Total Appropriation	<u>\$ 130,875</u>
9.	<u>SYSTEM DEVELOPMENT FUND</u>	
	Capital Outlay	\$ 7,936,105
	Reserve	<u>0</u>
	Total Appropriation	<u>\$ 7,936,105</u>
10.	<u>GENERAL OBLIGATION BONDS</u>	
	Materials & Services	\$ 0
	Debt Service	704,295
	Unappropriated Fund Balance	<u>219,823</u>
	Total Appropriation	<u>\$ 924,118</u>

11. <u>TRUST FUNDS</u>	
Park	\$ 10,500
Skate Park	5,000
Fire – Harpy Bovard Scholarship	25,780
Fire – Extrication Team	65,000
Fire – Other	18,000
Ambulance Equipment	5,000
Library	9,000
Bail	120,000
Aquatic Center	50,000
Improvement	300,000
Street Improvement	300,000
Police	35,000
Development Park	25,000
Civic Center	3,000
Economic Development	7,000
Total Appropriation	<u>\$ 978,280</u>
12. <u>GRANT FUNDS</u>	
Materials & Services	\$ 349,000
Transfer to Other Funds	195,000
Capital Outlay	0
Total Appropriation	<u>\$ 544,000</u>
13. <u>INTERNAL SERVICE</u>	
Mayor and City Council - Total Appropriation	\$ 26,000
Personnel - Total Appropriation	99,573
City Manager - Total Appropriation	301,886
Finance Office - Total Appropriation	520,295
City Attorney - Total Appropriation	60,300
Facilities Maintenance – Total Appropriation	144,353
Total Appropriation	<u>\$ 1,152,407</u>
14. <u>CAPITAL IMPROVEMENT</u>	
Capital Outlay	<u>\$ 7,800,000</u>
Total Appropriation	<u>7,800,000</u>
15. <u>AMBULANCE SERVICE</u>	
Personal Services	\$ 0
Materials and Services	0
Capital Outlay	0
Contingency	0
Unappropriated Ending Balance	0
Total Appropriation	<u>\$ 0</u>
16. <u>GENERAL LONG TERM DEBT</u>	
Debt Service	\$ 78,450
Total Appropriation	<u>\$ 78,450</u>
Total Appropriations - All Funds	\$ 38,971,858
Less Estimated Receipts	\$ 35,527,931
Amount Necessary to Balance Budget	\$ 3,443,927
Plus Estimated Taxes Not Received	\$ 299,471
Total Tax Levy Needed for 2007-08 (Est.)	\$ 3,743,398

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS: Section 1. The budget for the City of Dallas for the fiscal year beginning July 1, 2007 and ending June 30, 2008, heretofore submitted to the City Council by the Budget Committee of said City after due notice and public hearing, and as set forth above, is hereby adopted as the budget for said City for

said period.

Section 2. The City Council of the City of Dallas hereby levies the taxes provided for in the adopted budget at the rate of \$4.1954 per \$1,000 of assessed value for operations and in the amount of \$739,130 for bonds and these taxes are levied upon all taxable property within the City as of 1:00 a.m. July 1, 2007. These taxes are hereby imposed and categorized for tax year 2007-08 upon the assessed value of all taxable property within the City:

	Subject to the General Government Limitation	Excluded from Limitation
General Fund	\$ 4.1954/\$1,000	\$ 0
Bonded Debt Fund	<u>0</u>	<u>\$ 739,130</u>
Category Total	\$ 4.1954/\$1,000	\$ 739,130
	Total Levy	\$3,743,398

Section 3. The amounts of money herein above and in said budget specified are hereby appropriated to the several funds for the purposes specified, respectively.

Section 4. That the City Manager shall, not later than the 15th day of July, 2007, notify the Assessor and Clerk of Polk County, Oregon, respectively, in writing, of the tax levy made by said City, stating the amount of money to be raised for the fiscal period beginning July 1, 2007 and ending June 30, 2008, and the method by which said levy is to be apportioned to the real and personal property subject to assessment.

Section 5. This Resolution shall be effective upon its passage.

Adopted: June 18, 2007
Approved: June 18, 2007

Mayor

ATTEST:

City Manager

RESOLUTION NO. 3122

A Resolution declaring the City of Dallas' election to receive State Revenues.

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

Section 1. Pursuant to ORS 221.770, the City of Dallas hereby elects to receive State Revenues for fiscal year 2007-08.

Section 2. This Resolution shall be effective on its passage.

Adopted June 18, 2007.
Approved June 18, 2007.

Mayor

ATTEST:

City Manager

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RESOLUTION NO. 3123

A resolution authorizing the transfer of budgetary funds.

WHEREAS, it is necessary to transfer the appropriation authority of \$3,000 from the General Fund, Non-Departmental and Contingency Department, Capital Outlay Appropriation to the General Fund, Inspections Department, Supplies Appropriation, to pay for unanticipated costs of purchasing furniture for the department;

WHEREAS, it is necessary to transfer the appropriation authority of \$30,000 from the General Fund, Non-Departmental and Contingency Department, Contingency Appropriation to the General Fund, Aquatic Center Department, Repair and Maintenance Appropriation, to pay for unanticipated costs of equipment repair;

WHEREAS, it is necessary to transfer the appropriation authority of \$10,000 from the Trust Fund, Park Trust Appropriation to the Trust Fund, Bail Refunds Appropriation, to pay for unanticipated costs related to an increased caseload in the Municipal Court;

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

Section 1. That the City Manager be and he hereby is authorized and directed to transfer the appropriation authority of \$3,000 from the General Fund, Non-Departmental and Contingency Department, Capital Outlay Appropriation to the General Fund, Inspections Department, Supplies Appropriation.

Section 2. That the City Manager be and he hereby is authorized and directed to transfer the appropriation authority of \$30,000 from the General Fund, Non-Departmental and Contingency Department, Contingency Appropriation, to the General Fund, Aquatic Center Department, Repair and Maintenance Appropriation.

Section 3. That the City Manager be and he hereby is authorized and directed to transfer the appropriation authority of \$10,000 from the Trust Fund, Park Appropriation, to the Trust Fund, Bail Refunds Appropriation.

Section 4. This resolution shall be effective on its passage.

Adopted: June 18, 2007
Approved: June 18, 2007

ATTEST:

MAYOR

CITY MANAGER

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RESOLUTION NO. 3124

A Resolution authorizing a loan from the Systems Development Fund, Sewer SDC Revenue to the Capital Improvement Fund.

WHEREAS, the City has undertaken a major capital improvement project to upgrade the City's water system;

WHEREAS, the City must pay the cost of the project and then be reimbursed from an Oregon Economic and Community Development Department Safe Drinking Water Loan and, as authorized by ORS 294.460, it is necessary for the Systems Development Fund, Sewer SDC Revenue to initiate a capital loan to the Capital Improvement Fund; NOW, THEREFORE;

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

Section 1. That the Systems Development Fund, Sewer SDC Revenue is authorized to make a loan of up to \$750,000 to the Capital Improvement Fund to cover the cost of the water systems improvement project, until reimbursed by the Oregon Economic and Community Development Department.

Section 2. The loan described in Section 1 above shall be a capital loan, with the principal repaid to the Systems Development Fund, Sewer SDC Revenue over no more than three years and interest at 5.0% per annum, paid by the Water Fund. The first interest payment shall be due on July 31, 2008.

Section 3. The City Manager is hereby authorized and directed to transfer the sum of up to \$750,000 from the Systems Development Fund, Sewer SDC Revenue to the Capital Improvement Fund to complete the loan authorized in Section 1 above, on June 30, 2007, or the first business day thereafter.

Adopted: June 18, 2007
Approved: June 18, 2007

MAYOR

ATTEST:

CITY MANAGER

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RESOLUTION NO. 3125

A resolution authorizing the transfer of budgetary funds for the Ambulance Fund.

WHEREAS, it is necessary to transfer the appropriation authority and resources of \$139,000 from the General Fund, with \$79,000 thereof from the General Fund, Non-Departmental and Contingency, Contingency Appropriation, with \$15,000 thereof from the General Fund, Library Department, Salary and Fringe Benefits Appropriation, with \$10,000 thereof from the General Fund, Recreation Department, Contractual Services Appropriation, with \$20,000 thereof from the General Fund, Planning Department, Salary and Fringe Benefits Appropriation, and with \$15,000 thereof from the General Fund, Non-Departmental and Contingency Department, Miscellaneous Appropriation, to the General Fund, Non-Departmental and Contingency Department, Transfer to other Funds Appropriation due to unanticipated shortfall in Ambulance revenues and cash; NOW, THEREFORE,

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

Section 1. That the City Manager be and he hereby is authorized and directed to transfer the appropriation authority and resources of \$139,000 from the General Fund, with \$79,000 thereof from the General Fund, Non-Departmental and Contingency Department, Contingency Appropriation, \$15,000 thereof from the General Fund, Library Department, Salary and Fringe Benefits Appropriation, with \$10,000 thereof from the General Fund, Recreation Department, Contractual Services Appropriation, with \$20,000 thereof from the General Fund, Planning Department, Salary and Fringe Benefits Appropriation, with \$15,000 thereof from the General Fund, Non-Departmental and Contingency Department, Miscellaneous Appropriation, to the General Fund, Non-Departmental and Contingency Department, Transfer to other Funds Appropriation.

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

Adopted: June 18, 2007
Approved: June 18, 2007

MAYOR

ATTEST:

CITY MANAGER

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ORDINANCE NO. 1675

An Ordinance amending DCC 2.876 regarding payment of court appointed counsel.

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. The hourly rate for indigent defense counsel appointed by Dallas Municipal Court, pursuant to DCC 2.872, is increased to \$50 per hour.

Section 2. The increased hourly rate shall apply to work done on or after July 2, 2007 and not to work done before July 2, 2007, but billed on or after July 2, 2007.

Section 3. In order to implement this overdue rate increase on July 2, 2007, an emergency is hereby declared and this Ordinance shall take effect on July 2, 2007.

Read for the first time: June 4, 2007.

Read for the second time: June 18, 2007.

Passed by the City Council: June 18, 2007.

Approved by the Mayor: June 18, 2007.

JAMES B. FAIRCHILD, MAYOR

ATTEST:

ROGER JORDAN, CITY MANAGER