

Dallas City Council

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

Monday, July 2, 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 18, 2007, Council meeting.
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3. REPORTS OR COMMENTS FROM COUNCIL MEMBERS

- 3.1. League of Oregon Cities representative concerning process for hiring a new city manager.
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- 3.2. Report of June 25, 2007, Building and Grounds Committee Meeting (LaVonne Wilson, Chair).
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- 3.3. Report of June 25, 2007 Public Works Committee Meeting (Brian Dalton, Chair)
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- 3.4. Mayor's monthly report for May and June.
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4. QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE

5. REPORTS OF SPECIAL COMMITTEES AND CITY OFFICERS

- 5.1. City Manager's Reports

- a. Cherriot Transit District Representative.
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- b. Recommendation on purchase of park playground equipment.
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- c. Discussion concerning Rotary Park improvements.
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d. Final approval of Fir Villa street and storm sewer project.

e. Discussion concerning appointments/reappointments to Dallas Economic Development Commission and Library Board.

f. Report on the June 12, 2007, Planning Commission meeting.

g. Department reports for May (Community Development, Fire and Ambulance, Library, Police, and Public Works.).

h. Other

6. COMMUNICATIONS AND PETITIONS

7. PUBLIC HEARINGS

7.1. Public Hearing on extending the Public Facilities Strategy until 2009.

8. RESOLUTIONS

8.1. Resolution No. 3126: A Resolution Authorizing An Increase To The Loan From The Safe Drinking Water Revolving Loan Fund By Entering Into Amendment #1 Of The Award Contract And The Loan Agreement With The Oregon Economic And Community Development Department.

9. FIRST READING OF ORDINANCE

9.1. Ordinance No. 1676: An Ordinance changing the Comprehensive Plan designation of real property owned by the City of Dallas from Multi-Family to Central Business District and changing the zoning designation of said real property from Residential High Density to Central Business District.

10. SECOND READING OF ORDINANCE

11. OTHER BUSINESS

12. ADJOURNMENT

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The Dallas City Council met in regular session on Monday, June 18, 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 Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Councilor Rich Slack, and Councilor LaVonne Wilson. Members excused: Councilor Jackie Lawson.

Also present were: City Manager Roger Jordan, 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 Marsha Heeter.

APPROVAL OF MINUTES

Councilor Brian Dalton indicated that on page 3 lines 26-27 regarding pillars on the Levens Street Bridge, it says there are no pillars, but he believes there are. City Manager Roger Jordan said to take the “no” out, because there will be pillars. Councilor Rich Slack remarked that on page 4 line 1 it should say that he was frustrated that that resident has attempted to comply but the situation had not been resolved; not that he feels the resident has complied. After hearing no further corrections or additions, Mayor Fairchild declared the minutes of the June 4, 2007 Council meeting approved as corrected.

REPORTS OR COMMENTS FROM COUNCIL MEMBERS

COUNCIL PRESIDENT’S MAY REPORT

Mayor Fairchild asked if there were any questions about the Council President’s May report. Councilor Warren Lamb asked if Council President Ken Woods represented the City at the hall of fame meetings. Council President Woods said he did.

Mayor Fairchild indicated that he serves on the Oregon 150 Committee representing the League of Oregon Cities and cities in general. He explained that they had seven slogans, all of them bad, until one of the Portland TV station asked for suggestions. He said they now have over 200. He added that the celebration will take place in 2009.

Mayor Fairchild reported that he went to the National League of Cities Community and Economic Development Committee meeting in New Haven, Connecticut, at no cost to the City. He indicated that the Committee has 200-250 members that meet at conferences and a smaller Committee of 35 that meets to discuss lobbying and positions on bills at the federal level; economic development and how the federal government can help cities develop their economy; affordable housing including block grants; and immigration, which is a major problem for some of southern and eastern cities, and how that fits into economic and community development.

Mayor Fairchild advised that the League of Oregon Cities “If I were Mayor” contest is over and Dallas had a good poster and essay to move on to the State Level.

Mayor Fairchild announced that the National League of Cities annual conference will be held in New Orleans in November. He said he needed to know who is interested in attending. He added that it is better to make a reservation now and cancel it later.

Mayor Fairchild reminded the Council that there will be a workshop on the hotel/motel tax proposal on Thursday from 11:45 a.m. to 1:15 p.m.

Mayor Fairchild commented that he has contacted the League of Oregon Cities because he has received a lot of questions about how the City will recruit a new city manager since Mr. Jordan is retiring. Mayor Fairchild said he asked them to send out one of their people who works with cities on this process. He noted that because it is nearing the end of the state legislative session,

1 they couldn't send someone to this meeting, but they will have someone at the July 2 Council
2 meeting to give the Council ideas on what they need to be looking for and general information.
3 Councilor Wes Scroggin confirmed that the City was not contracting with them at this time.
4 Mayor Fairchild agreed, adding that if the Council decided they wanted to at the end of presenta-
5 tion, they could. He added that there are other companies that do this type of search.

6 **QUESTIONS OR COMMENTS FROM THE AUDIENCE**

7 Bruce Smith, local locksmith at 869 Main Street, requested that the City spend more time on
8 cleaning the gutters. He noted that they are better than they were when he first requested it a
9 couple of years ago. He said that keeping the gutters clean would probably help keep the side-
10 walks cleaner. Councilor Lamb asked where this was needed. Mr. Smith said it was in the
11 downtown area. Councilor Lamb asked if the business owners are taking care of the sidewalks
12 in front of their stores. Mr. Smith indicated that he cleans as far as the cord on his blower will
13 go, which is almost to Brixius, which does theirs often. Councilor David Shein said he looked at
14 the 800 block of Main Street just before the meeting and the Courthouse side is clean, and the
15 other side is the opposite. He said the difference is dramatic. Itemizer Publisher/Editor Dave
16 Weston commented that there are a lot of people at the gym on Main Street between 4 and 5 in
17 the morning, so cars are blocking that side of the street when the street sweeper goes by, which
18 could be part of problem. Mr. Smith noted that his tenants upstairs are female and expressed
19 concern about their walking from the parking lot in back to the front entrance late at night.
20 Councilor Dalton noted that the street signage says not to park there between 2:30 and 5:30 a.m.
21 7 days a week and suggested that the subject be referred to the Public Works Committee. Mayor
22 Fairchild said he would refer it and ask staff to bring a plan to the next meeting. Councilor
23 Scroggin noted that it could be some time before the Public Works Committee could take action
24 and something needs to be done now. Mr. Jordan responded that throughout the summer, the
25 City will be using a grant for youth services and will have some youth taking care of things like
26 this. He suggested that they could designate one day of the week for sweeping and enforce the
27 no parking on that day.

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

29 **CONTRACTING OUT WASTEWATER TREATMENT FACILITY OPERATIONS**

30 Mr. Jordan indicated that Public Works Director Fred Braun would be making a presentation on
31 a proposal for contracting out the Wastewater Treatment Facility operations. Mr. Jordan said the
32 recommended action is to call for proposals. Mr. Braun used a PowerPoint presentation to ex-
33 plain the proposal. Councilor Kevin Marshall asked who would be responsible if there were a
34 spill. Mr. Braun answered that if it was because of something an employee did, OMI would be
35 responsible; and if it were because of an unexpected event, the City probably wouldn't be
36 charged by DEQ. Councilor Shein asked about the possible difference in costs under a contract.
37 Mr. Braun answered that there is a savings, but he can't divulge the OMI estimate since it might
38 be going out to bid. Councilor Dalton asked if personnel costs savings could be extrapolated to
39 other areas of the City. Mr. Jordan answered that there is a difference because the Wastewater
40 Treatment Facility is a specialty department, but the City could look into contracting in other ar-
41 eas. He noted that it depends on the type of work and circumstances. Councilor Marshall asked
42 if OMI is a subsidiary of CH2M Hill. Mayor Fairchild answered that the two companies merged,
43 and CH2M Hill is the engineering side.

44 Councilor Shein moved to have the staff seek proposals for contracting out operation and main-
45 tenance of the Wastewater Treatment Facility. The motion was duly seconded and CARRIED
46 UNANIMOUSLY with Council President Ken Woods, Councilor Brian Dalton, Councilor War-
47 ren Lamb, Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Coun-
48 cilor Rich Slack, and Councilor LaVonne Wilson voting YES.

49 **FUND EXCHANGE AGREEMENT WITH OREGON DEPARTMENT OF TRANSPORTATION**

50 Mr. Jordan indicated that the recommended action would be for the Council to authorize the City
51 Manager to sign an agreement for exchange of \$134,484 federal funds for \$126,415 State funds.
52 He explained that by doing this, the City doesn't have to pave the local streets to federal stan-
53 dards, which saves the City money.

1 Councilor Dalton moved to authorize the City Manager to sign the fund exchange agreement.
2 The motion was duly seconded and CARRIED UNANIMOUSLY with Council President Ken
3 Woods, Councilor Brian Dalton, Councilor Warren Lamb, Councilor Kevin Marshall, Councilor
4 Wes Scroggin, Councilor David Shein, Councilor Rich Slack, and Councilor LaVonne Wilson
5 voting YES.

6 LEVENS STREET BRIDGE PROJECT

7 Mr. Jordan reported that the City has awarded the Levens Street Bridge contract, and the contrac-
8 tor is ready to start the project. He advised that the City did send out letters to all affected prop-
9 erty owners explaining the project. He asked Mr. Braun to give a summary. Mr. Braun reported
10 that the pre-construction meeting was held on Friday. He noted that the schedule has the road
11 closing on July 2; however, there are some communications lines that have to be relocated, so
12 they will shut down the street on June 27 to allow Qwest to relocate lines. He added that they
13 will start some of clearing work outside of the roadway area this week and install traffic control
14 signs; then they will start work in the right of way installing the stream protection structure and
15 start demolishing the bridge the first week of July. He said that they will open the bridge up
16 again by the middle of October and be completely done by November. Mr. Jordan indicated that
17 the City will have engineers watching the project. He said there was a question about where they
18 would be staging materials, and the contractor will use the street area where it is closed at Wal-
19 nut; they will not be using the basketball courts. Mr. Braun explained that Levens Street will be
20 closed to through traffic at Academy, but local traffic will be allowed beyond that. Councilor
21 Slack asked if the truck routes would be Main and LaCreole. Mr. Braun answered that the pri-
22 mary route will be the state highway, which is Main Street. Mr. Braun noted that residents in
23 that area might have a couple of hours during a day when they won't have access, but the con-
24 tractor will use metal plates in the evening so people can get into their driveways. In response to
25 a question, Mr. Braun said the contractor will ensure emergency vehicles will have access at all
26 times. Councilor Dalton asked when the Council would get a look at a diagram of what the
27 bridge will look like. Mr. Jordan answered that the staff is still working on the design for the
28 pillars and he should be able to forward it to the next Council meeting. He added that if anyone
29 has any questions, they could call the Public Works Department. Councilor Dalton suggested
30 that something be published in the local paper.

31 CITY INSURANCE COVERAGE

32 Council President Woods declared an actual conflict of interest and asked to be excused. He
33 then spoke to the Council as the City's Insurance Agent of Record. He indicated that there were
34 two proposals, one for general liability, automobile and property and the other for workers' com-
35 pensation. He pointed out that the agenda packet includes letters explaining what the City has
36 done in the past, and includes a summary of claims over the past few years. He noted that the
37 City's automobile claim average is \$7,000 per year and the liability claim average is \$29,000 per
38 year, which are not very big amounts. He explained that there doesn't appear to be other compa-
39 nies interested in writing insurance for cities, so the City County Insurance Services (CIS) is the
40 only quote. He advised that CIS writes their policies in compliance with the Oregon Revised
41 Statutes. Mr. Woods pointed out that the renewal rate for the insurance is less than last year. He
42 explained that CIS has had a couple of good years and their reserves are adequate. He noted that
43 in the years with open claims, some of the amount shown is a reserve amount that will go down
44 when the claim is closed. He advised that the value of city property has increased over the years.
45 He added that the coverage is essentially the same as the City has had in the past years. Coun-
46 cilor Shein asked if the reluctance of private companies to provide quotes is because of the pa-
47 perwork required, or because Dallas has had a good experience rating. Mr. Woods answered that
48 part of it is because of the City's good record and part is that private companies don't know how
49 to write insurance for police and fire departments. Councilor Dalton asked if CIS is reinsured.
50 Council President Woods answered that they have a reserve and they buy reinsurance coverage
51 for the amount in excess of the reserve. Mr. Jordan commented that in only 4 out of 24 years has
52 the City had to pay the full deductible amount, so we have saved thousands of dollars by taking
53 some risk. Councilor Scroggin asked if the quote is based on an assumed number of employees
54 and vehicles. Mr. Woods answered that it is, with all vehicles and property on schedules, with a
55 value listed for each one. Councilor Scroggin asked if there would be any affect if the City pri-

1 vatizes part of its operations. Mr. Woods answered that the City will still have exposure for
2 buildings and some liability, but there should be some type of discount available.

3 Councilor Scroggin moved to authorize the City Manager to sign the recommended general
4 liability, property and automobile insurance proposal with CIS. The motion was duly seconded
5 and CARRIED UNANIMOUSLY with Councilor Brian Dalton, Councilor Warren Lamb,
6 Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Councilor Rich
7 Slack, and Councilor LaVonne Wilson voting YES.

8 Mr. Woods presented the proposal for Workers' Compensation insurance. He explained that the
9 City has always used the paid loss retro plan, which means that it pays a reduced amount up
10 front, and if the losses stay low, doesn't have to pay any more. He pointed out that the proposal
11 for renewal has gone down \$11,000 from last year, although the City's payroll has gone up al-
12 most \$5,000. He noted that the City's experience mod has gone down. He explained that an ex-
13 perience mod below .95 is very good, and the City's is better than excellent, having reduced
14 from .89 to .86. He added that the City has to pay only 25% of the down instead of 30% and
15 losses would have to exceed \$89,000 for the City to pay the full premium. He pointed out that
16 the City's average loss over the past 24 years was only \$20,000. He indicated that CIS sets up
17 reserves, so the final numbers may go down for 2006-07 and 2000-01, which are years with open
18 claims. Mr. Woods remarked that the Council voted several years ago to include coverage for
19 volunteer commissions and boards with an assumed salary of \$2,500 per year for board members
20 and \$9,600 for the Mayor. Councilor Dalton commented that the firefighter rate is .8, which is
21 almost the same as the clerical level. Mr. Jordan responded that the assumed wage for a volun-
22 teer is substantially below the average paid firefighter wage: \$1,750 for a volunteer vs. \$4,000
23 for a paid firefighter. He added that these reflect the fact that volunteers are covered for fewer
24 hours because they work only during fires. Councilor Shein remarked that he was impressed at
25 the awards banquet by the amount of time the volunteers donate for training. Mr. Woods ex-
26 plained that the assumed wage amount adopted by the Council was based on a CIS recommenda-
27 tion. He added that they also look at the City's Fire rating of ISO 2, which is very, very good.
28 Councilor LaVonne Wilson remarked that it is very impressive to have only 5 claims open after
29 20 years. Mr. Woods said he credits the City Manager and staff. Mr. Jordan remarked that the
30 City staff is very good at risk management; but the City is not always going to have great years.

31 Councilor LaVonne Wilson moved to authorize the City Manager to sign the workers comp in-
32 surance proposal from CIS as recommended by the Agent of Record. The motion was duly sec-
33 onded and CARRIED UNANIMOUSLY with Councilor Brian Dalton, Councilor Warren Lamb,
34 Councilor Kevin Marshall, Councilor Wes Scroggin, Councilor David Shein, Councilor Rich
35 Slack, and Councilor LaVonne Wilson voting YES.

36 Mr. Woods indicated that he included a letter in response to the City Manager's request to inves-
37 tigate insurance coverage for the Urban Renewal District. He explained that it is part of the Dal-
38 las City Council so it is insured at no additional cost. He noted that the letter does include a list
39 of groups not covered. He added that this is for information only.

40 Council President Woods rejoined the Council at this point.

41 JUNE BILLS

42 Mr. Jordan asked if there were any questions about the bills for May. Councilor Scroggin asked
43 what the SCADA upgrade was. Mr. Jordan answered that it was for the computer at the Water
44 Treatment Plant that communicates with the reservoirs. Councilor Lamb asked about the payout
45 for damages from the Fire Department. Mr. Jordan answered that it was for a minor accident,
46 where the fire vehicle door hit another vehicle.

47 OTHER

48 Mr. Jordan explained that there is a provision in the Charter that the City Manager has to ask
49 permission to miss a Council meeting. He indicated that he'll be having tests at OHSU on June
50 25 and he might not get back for the Committee meetings. He added that the staff can handle the
51 meetings.

1 Councilor Shein moved to authorize the City Manager to miss the Committee meetings on June
2 25. The motion was duly seconded and CARRIED UNANIMOUSLY with Council President
3 Ken Woods, Councilor Brian Dalton, Councilor Warren Lamb, Councilor Kevin Marshall,
4 Councilor Wes Scroggin, Councilor David Shein, Councilor Rich Slack, and Councilor LaVonne
5 Wilson voting YES.

6 **COMMUNICATIONS AND PETITIONS**

7 **CHAMBER OF COMMERCE LETTER CONCERNING SUMMERFEST EVENTS**

8 Mr. Jordan indicated that the City received the annual letter from the Chamber concerning Sum-
9 merfest events. He indicated that the letter is self explanatory and the staff has worked with
10 them. He recommended that the Council authorize the City Manager to work with the City
11 Council.

12 Councilor Scroggin moved to authorize the City Manager to work with the Chamber on Sum-
13 merfest events. The motion was duly seconded and CARRIED UNANIMOUSLY with Council
14 President Ken Woods, Councilor Brian Dalton, Councilor Warren Lamb, Councilor Kevin Mar-
15 shall, Councilor Wes Scroggin, Councilor David Shein, Councilor Rich Slack, and Councilor
16 LaVonne Wilson voting YES.

17 **SALEM RIVER CROSSING PROJECT NEWSLETTER**

18 Mr. Jordan indicated that a copy of the Salem River Crossing Project newsletter was in the
19 agenda packet, and a news release about a meeting was distributed before the meeting. He noted
20 that this project is important for Dallas. He encouraged the Council members to attend the meet-
21 ing if possible. He noted that the City will have staff participating. Mayor Fairchild remarked
22 that there was a presentation on this at the June Chamber Forum.

23 Mayor Fairchild remarked that there was also a request distributed from the National League of
24 Cities concerning e-mail addresses to receive information from them. He said to return the form
25 to him or staff.

26 **RESOLUTIONS**

27 **Resolution No. 3121**

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

31 A Roll Call vote was taken and Mayor Fairchild declared Resolution No. 3121 to have PASSED
32 by a UNANIMOUS VOTE with Council President Woods, Councilor Dalton, Councilor Lamb,
33 Councilor Marshall, Councilor Scroggin, Councilor Shein, Councilor Slack, and Councilor
34 Wilson voting YES.

35 **Resolution No. 3122**

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

37 A Roll Call vote was taken and Mayor Fairchild declared Resolution No. 3122 to have PASSED
38 by a UNANIMOUS VOTE with Council President Woods, Councilor Dalton, Councilor Lamb,
39 Councilor Marshall, Councilor Scroggin, Councilor Shein, Councilor Slack, and Councilor
40 Wilson voting YES.

41 **Resolution No. 3123**

42 A Resolution authorizing the transfer of budgetary funds.

43 Mr. Jordan explained that they have been reviewing the 2006-7 budget and they need to make
44 some adjustments because of unexpected expenditures. He indicated that the Aquatic Center had
45 some pumps go bad and pumps are very expensive. A Roll Call vote was taken and Mayor Fair-

1 child declared Resolution No. 3123 to have PASSED by a UNANIMOUS VOTE with Council
2 President Woods, Councilor Dalton, Councilor Lamb, Councilor Marshall, Councilor Scroggin,
3 Councilor Shein, Councilor Slack, and Councilor Wilson voting YES.

4 **Resolution No. 3124**

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

7 Mr. Jordan explained that for the current water projects, the State will reimburse the City after
8 we turn in bills. He said that working with the auditor, they decided the best way to handle it
9 would be to utilize a loan. Finance Director Marcia Baragary remarked that the auditors don't
10 like cash deficits on June 30, so this takes care of that. A Roll Call vote was taken and Mayor
11 Fairchild declared Resolution No. 3124 to have PASSED by a UNANIMOUS VOTE with
12 Council President Woods, Councilor Dalton, Councilor Lamb, Councilor Marshall, Councilor
13 Scroggin, Councilor Shein, Councilor Slack, and Councilor Wilson voting YES.

14 **Resolution No. 3125**

15 A Resolution authorizing the transfer of budgetary funds for the Ambulance Fund.

16 Mr. Jordan explained that he and Ms. Baragary worked with the auditor and this resolution
17 closes out the Ambulance Fund and puts it back into the General Fund. A Roll Call vote was
18 taken and Mayor Fairchild declared Resolution No. 3125 to have PASSED by a UNANIMOUS
19 VOTE with Council President Woods, Councilor Dalton, Councilor Lamb, Councilor Marshall,
20 Councilor Scroggin, Councilor Shein, Councilor Slack, and Councilor Wilson voting YES.

21 **SECOND READING OF ORDINANCES**

22 Ordinance No. 1675

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

24 Mayor Fairchild declared Ordinance No. 1675 to have passed its second reading. A Roll Call
25 vote was taken and Mayor Fairchild declared Ordinance No. 1675 to have PASSED by a
26 UNANIMOUS VOTE with Council President Woods, Councilor Dalton, Councilor Lamb,
27 Councilor Marshall, Councilor Scroggin, Councilor Shein, Councilor Slack, and Councilor Wil-
28 son voting YES.

29 **OTHER BUSINESS**

30 Mr. Jordan reminded the Council that there would be a Dallas Community Development Urban
31 Renewal Agency Board of Directors meeting after the Council meeting.

32 There being no further business, the meeting adjourned at 9:09 p.m.

33 Read and approved this _____ day of _____ 2007.

34 _____
35 Mayor

36 ATTEST:

37 _____
38 City Manager

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3 Members Present: Chair LaVonne Wilson, Brian Dalton, and Warren Lamb. Excused: Jackie
4 Lawson and Ken Woods, Jr.

5 Also Present: Mayor Jim Fairchild, Community Development Director Jerry Wyatt, Public
6 Works Director Fred Braun, Library Director Donna Zehner, Assistant City Manager Kim Marr,
7 Assistant Public Works Director Christy Ellis, and Recording Secretary Marsha Heeter.

8 Chair LaVonne Wilson called the meeting to order at 4:00 p.m.

9 **Joint City-School District Community Activity Program**

10 Community Development Director Jerry Wyatt indicated that the agenda packet included a list of
11 the summer community activities. He reported that they obtained surveys from school children
12 at the end of the year regarding participation in the programs and what they liked. He said they
13 have kicked off the summer program. He added that they are working on a recreation activities
14 proposal by looking at all the current activities in the community, to see where and what the
15 needs are. He noted that we don't need to invent ideas, because we can look at what larger cities
16 are doing. He added that the Community Garden needs to be added to the list and the private
17 sector is also doing dance classes. Mr. Dalton commented that Jackie Lawson was talking about
18 having a boys and girls club. Chair Wilson responded that we do have Kids Inc. Warren Lamb
19 remarked that Kids Inc is organized sports, while a boys and girls club is different. Mayor Fair-
20 child said that a boys and girls club can include both organized sports and other activities, but we
21 probably wouldn't want to have duplicate efforts.

22 **Economic Development:**

23 **Industrial Redevelopment Program**

24 Mr. Wyatt reported that the industrial property inventory is still being put together. He explained
25 that this is a tool to use when someone calls about industrial property. He added that they have
26 aerial photographs so people can see what is on the property. He indicated that TTM has hired a
27 realtor and they will be out of the building completely in August. He said the realtor plans to ag-
28 gressively market the property, and Matt Bergeron, from the Praegitzer Trust, will work with any-
29 one who wants additional property in that area. Mr. Wyatt reported that the feed store on Wash-
30 ington Street will be moving to the Co-op property on Main Street, so the Washington Street
31 building will be available. Mr. Lamb asked if there was a possibility of a walk through of the
32 Co-op property to look at fire and life safety issues. Mr. Wyatt said he thought that would hap-
33 pen. He reported that the hearing before the Land Use Board of Appeals on the Urban Growth
34 Boundary expansion has been postponed until August.

35 **Commercial Redevelopment Program**

36 Mr. Wyatt reviewed the status of projects including the Wal-Mart remodel, changes at Les
37 Schwab, the Uglow storage units project, and the Safeway fueling station project. Mr. Lamb

1 asked if the changes to Bert's parking lot will be done at the same time as the Safeway fueling
2 station. Mr. Wyatt said they would. Mr. Dalton asked about the National Projector building. Mr.
3 Wyatt answered that the new owner wants to rent it out. He added that National Projector went
4 back to being a home occupation. Mr. Dalton asked if the changes at Les Schwab address the
5 traffic flow problems there. Mr. Wyatt answered that they address some of them.

6 Mr. Dalton commented that he discovered that there are two ownerships in the Mill Valley Square
7 parking lot: Safeway owns the area in front of their store and the area where there are the potholes
8 is owned by someone else. He said the tenants there say they have contacted the owners on nu-
9 merous occasions about the potholes and the tenants would like the problems solved. Mr. Wyatt
10 indicated that the City contacted the owners and they put in a small patch that wasn't enough, so
11 the City has asked them to do it properly. He added that the bank also owns part of the parking
12 lot, and the owners of the other part say it is the bank customers that cause the problem.

13 **Report on Code Enforcement and Current Status**

14 Mr. Wyatt reported that the person at 1070 Monmouth Cutoff put up a fence, which is 90% in
15 compliance. He added that it would require a Conditional Use to allow the current use in that
16 zone, and the City Attorney's office is deciding the proper steps to take. He advised that there is
17 now a dumpster in front of the Blue Garden, and they have one week to clean it out. He said he
18 understands they are gutting it right now and they have had some people who are interested in
19 buying it.

20 Mr. Dalton said he understands the City is working with the Happy Family Restaurant on remov-
21 ing the old KFC signs. Mr. Wyatt answered that a letter was sent to the property owners a week
22 ago addressing those signs.

23 Mr. Dalton remarked that there is a problem with dumpsters at locations that have food for sale: in
24 many cases they don't close the lids, or they overfill them so the lids can't close, which is a prob-
25 lem for odor and rodent control. He asked if they are supposed to close them. Mr. Wyatt an-
26 swered that they are supposed to close them, but he doesn't think there is anything in the City
27 Code about it. Mr. Dalton said he understands it is a garbage company responsibility. Mr. Wyatt
28 said he can check the franchise on that.

29 **Community Development Director's Report:**

30 Mr. Wyatt reported that they have just released a couple of subdivisions and will probably have
31 some more in the late fall. He indicated that there are 172 lots available, and there are 127 per-
32 mits available, with 30 more as of September 1. He advised that the extension of the Public Facil-
33 ity Strategy will be before the Council on July 2. He added that the Sounds of Summer concerts
34 will be starting July 5.

35 **Library Director's Report:**

36 Library Director Donna Zehner noted that when school is out it makes a difference at the Library
37 because there are more young people there daily. She said they have done some upgrades to the
38 computers through CCRLS and they are looking at a provision to allow people to pay fines on

1 line. She reported that the reception on Channel 17 is sometimes not good because there is a
2 modulator that needs to be replaced. She said they are looking for donations to cover the cost of
3 about \$500. She indicated that after the new fiscal year starts they will be replacing equipment
4 and they will need to time that around the Chemeketa Classes since the channel will have to be
5 down for a couple of days. Ms. Zehner reviewed staffing changes and the summer reading pro-
6 gram. She indicated that the Friends of the Library will have their annual book sale during Sum-
7 merfest and they received a \$10,000 grant from Trust Management, which will be used to replace
8 some children's computers and emphasize literacy.

9 There was no other business and the meeting was adjourned at 4:31 p.m.

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BUILDING AND GROUNDS COMMITTEE

June 25, 2007

4:00 p.m.

LaVonne Wilson, Chair
Brian Dalton
Warren Lamb
Jackie Lawson,
Ken Woods, Jr.

1. Report on joint City-School District community activity program.

-
2. Update on Economic Development

- Industrial Redevelopment program_____

- Commercial Redevelopment program_____

-
3. Report on code enforcement and current status.

-
4. Report from Community Development Director.

-
5. Report from Library Director.

-
6. Other

-
7. Adjourn.

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Welcome to Summer 2007
So Much To Do, So Little Time!

The Following Activities are available for Children and
Families this Summer in Dallas

June

Dallas School District Summer Day Camp “Summer Blast” Begins Monday,
June 25-August 16

Four 2-week sessions begin Monday, June 25th and end Thursday, August 16th.
Grades K-5th. Themes for the four sessions include "Exploring Our World", "Sports
Adventure", "Blast Into Space", and "Art and Music".

Monday-Thursday, 9:30am-3:30pm, lunch included. Cost for each 2-week session -
\$50/individual, \$100/family.

Contact Tera Manitsas at Whitworth Elementary for details 503-623-8351

Kids Inc

Soccer, Football and Swimming Registration begins June 1 through July 7, 2007

For Registration Information Contact:

Kids Inc 187 SW Court St., Dallas, OR 503-623-6419

E-mail: office@kidsinc.org

Website: www.dallaskidsinc.org

Dallas Community Activities

For Registration and Information concerning Dallas Community Activities contact
Dallas Community Activities Coordinator, Michele Campione, at (503)623-2157, e-
mail: Michele.campione@ci.dallas.or.us . Keep up to date on Community Activities
at the City of Dallas Website: www.ci.dallas.or.us and click on the Parks and Rec
link.

Karate for Everyone - 1st Summer session begins Thursday, June 21.

4-week sessions, Morrison Gym Non-contact martial arts course is great for building
discipline, balance and respect for self and others, and it's also a great workout.

Thursdays, Ages 6-18 6:30-7:30 p.m.; Adults 7:30-8:30 p.m. \$25/individual,
\$35/family

Red Cross "When I'm in Charge" Saturday, June 16, 9:00am - 11:30am - This course, developed by the Oregon Trail Chapter, is targeted to 8-11 year-olds. It teaches children to make smart and safe decisions when they are home alone. This course focuses on a variety of situations from phone calls to peer pressure, and it includes take-home activities for children and their parents to complete. Class held at LaCreole Middle School.

Saturday, June 16, 9:00am - 11:30am, **Cost: \$15.**

Red Cross "Babysitting Course" - Saturday, June 23rd, 9:00am-3:30pm

Designed for 11 - 15 year olds, the Babysitter's Training Course can help young people interview for a babysitting job: Choose safe and age-appropriate toys and games; perform first aid; learn diapering and feeding techniques and handle bedtime issues. Learn tips for having a safe babysitting experience and more! Optional: \$8.00 Babysitter's First Aid Kit; and \$9.95 Babysitter's Briefcase are also available. Class held at LaCreole Middle School. Saturday, June 23rd, 9:00am-3:30pm, Cost: \$35.00.

Wiggle, Giggle and Move – 3 4-week Sessions Whitworth Elementary, \$25 each

Active movement and music for children ages 4-8. Movers will have a blast learning concepts of modern and expressive dance, as well as music from around the world. Time: 6-8 year olds 3:00-4:00pm, 4-5 year olds 4:00-5:00 pm.

Total Fitness - Starts June 25, Academy Gym

Fay Lanning's popular fitness program, includes strength, cardio-vascular and flexibility training. 8-week sessions on Monday, Wednesday, Thursday 6:30-7:45 p.m. Ages 18+ \$40 session

Summer Art Experience: Drawing and Clay Works

June 18-22, 25-29 Dallas High School

Instructor: John Beck, DHS Art Teacher

Students leaving grade 3rd * 5th 10 AM to 12 noon

Students leaving grades 6 - 8th 1 PM to 3 PM

Cost \$95.00 per. Student Covers all cost including tools and materials that the students will use.

Make Checks payable to John Beck

501 SW Nottingham Ln. Dallas, Ore. 97338

ph. 503-623-8336 ex. 3627

hm. 503 831-0368

email John.Beck@dallas.k12.or.us

Dragon Soccer Camp

K-5th Grades 10am-12pm \$45 Early Registration /\$55 Registration (Early Registration is 2 weeks prior to camp)

6th-12th Grades 4pm-7pm \$55 Early Registration/ \$65 Registration

Dates Of Camp: June 18-22 and August 13-17

Location: Dallas High School

Grade and Skill Levels will be separated.

Contact: Kathie Brostrom (503)623-4542 or Dave Hunt (503)507-7221

July

Dallas School District Summer Day Camp “Summer Blast”

Session 2 begins Monday, July 9, Session 3, Monday July 21st,

Grades K-5th. Themes “Sports Adventure”, "Blast Into Space"

Monday-Thursday, 9:30am-3:30pm, lunch included. Cost for each 2-week session - \$50/individual, \$100/family.

Contact Tera Manitsas, at Whitworth Elementary, for details, 503-623-8351

Tennis Clinic

Tentatively Scheduled: July 9th to 20th

For Registration Information

Contact: Kids Inc 187 SW Court St., Dallas, OR 503-623-6419

e-mail: office@kidsinc.org

Website: www.dallaskidsinc.org

Wildcat Hoop Camp Summer Schedule

Girls 4-8 July 23-26

Boys 4-8 & K-3 Girls and Boys July 30-Aug 2

For Registration Contact:

Dallas Summerfest July 19-24 Parade Theme This Year: “Wet n’Wild

Bring the whole family for 4-days of fun in the sun! While there’s something for everyone to enjoy, the highlight is our parade on Saturday that starts at 11AM - that draws a crowd of approximately 20,000!!

Thursday – Saturday, our beautiful Polk County Courthouse Lawn holds approximately 60 booths providing food, retail products, commercial information and arts & crafts. Come for shopping, entertainment for all ages, waterball, the vehicle rescue competition, library book sale, and so much more! Sunday the focus shifts to our City Park for ‘A Day in the Park’ where you can have Breakfast in the Park, and visit the Car Show with over 400 vehicles! Across the creek there’s Art in the Park and the Arboretum will give you a tour of the gardens.

August

Dallas School District Summer Day Camp “Summer Blast”

Session 4 begins Monday, August 6, “Art and Music” Grades K-5th.

Monday-Thursday, 9:30am-3:30pm, lunch included. Cost for each 2-week session - \$50/individual, \$100/family.

Contact Tera Manitsas, at Whitworth Elementary, for details, 503-623-8351

Dragon Soccer Camp

K-5th Grades 10am-12pm \$45 Early Registration /\$55 Registration (Early Registration is 2 weeks prior to camp)

6th-12th Grades 4pm-7pm \$55 Early Registration/ \$65 Registration

Dates Of Camp: August 13-17

Location: Dallas High School

Grade and Skill Levels will be separated.

Contact: Kathie Brostrom (503)623-4542 or Dave Hunt (503)507-7221

Dallas High School Volleyball Camp

Entering grades 9-12 --August 13-17---Time- 9:00-12:00

Entering grades 6-8---August 13-1Time- 1:30-3:30

Cost: \$40

Contact: Jon Petersen, Dallas High School Volley Ball Coach,
503-623-8336 E-mail: jon.petersen@dallas.K12.or.us

Commercial

Pending commercial projects

- Wal-Mart remodel received, \$150,000 val - ready to issue 5/9/07
- Uglow storage addition - Site Plan - incomplete
- Safeway fuel station received and under review
- Fire house change of use
- CCC - Fire alarm plans sent to fire chief - Under Construction
- Les Schwab plan - received
- TI Verizon 113 E. Ellendale \$30,000.00 Val. Received 6/13
- TI Anytime Fitness 115 E. Ellendale 70,000.00 Val. Received
- Design Professional discussion- regarding 2nd floor TI for Jackie Larson
- Bovard St. Building Site Plan review
- Proposed TI – old safeway building corner of Mill and Church

Industrial

TTM – Out of the building in August, Hired Realtor
Feed Store on Ellendale relocating to Main Street
Proposed use of future vacated Feed Store
UGB Industrial Property Expansion Update
Land Use Inventory Project

Code Enforcement

Pending:

1070 SE Monmouth Cut off – vehicles in the rear yard – City Attorney
Blue Garden

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Community Development

Building & Grounds Committee Report

TO: Roger Jordan, City Manager
From: Jerry Wyatt, Community Development Director
Date: June 25, 2007

Subdivision Status:

Status	Dev Agr	Subdivision	Approved	Developer	# Lots	#
<i>Pending Review</i>	<i>Pending</i>	<i>Ellendale Estates</i>	<i>April 11, 2006</i>	<i>West</i>	<i>20</i>	<i>20</i>
Released	Pending	Glendale	March 14, 2006	Wiensz	8	5
<i>Pending Review</i>	<i>Pending</i>	<i>Polk Station PUD</i>	<i>April 11, 2006</i>	<i>Fowler</i>	<i>24</i>	<i>24</i>
Released	Signed	Partition - Wiensz	March 14, 2006	Wiensz	3	3
Released	Signed	Forestry Creek 4	March 14, 2006	CP Development	53	52
Released	Pending	River Gleann 5 & 6	August 16, 2005	Fowler	45	45
<i>Pending Review</i>	<i>Pending</i>	<i>Cynthian Oaks II</i>	<i>August 16, 2005</i>	<i>Primelan</i>	<i>44</i>	<i>40</i>
Released	Signed	Vista View North-Phase 2	April 2004	Villwock	22	11
Released	Signed	Roth Subdivision	March 2005	Roth	19	6
Released	Signed	Meadowhaven Heights-Phase 7	July 2004	Webster	20	9
Released	Signed	Meadowhaven Heights-Phase 6	July 2004	Webster	10	4
Released	Signed	Cynthian Oaks-Phase 1	July 2004	West Coast/Primelan	40	7
Released.	Signed	Forestry Creek Meadows-Phase 3	July 2004	CP Development	56	3
Released	Signed	Meadowhaven Heights-Phase 5	July 2004	Webster	5	0
Released	Signed	Pacific Heights	May 2001	Montague	12	4
Released	Signed	Gleann Craig-Phase I	August 2004	FIFE	15	4
Released	Signed	Greenview Estates	August 2003	Fowler	11	4
Released	Signed	Ponderosa Ridge Estates	July 2004	Suburban Dev.	31	7
Released	Signed	North Oaks VI	June 2002	Hardin	27	6
Released	Signed	River Gleann IV	October 2001	FIFE	30	3
Released	Signed	Ceres Gleann III	Sept. 2000	FIFE	80	40

Total Lots: 228 approved lots
Buildable Lots: 172
SF Permits: 127 SF building permits available
Next Allocation: September 1, 2007 - 35

Recreation

Dallas Sounds of Summer Concert Series: The Sounds of Summer is an annual summer concert series at no charge to the public.

Tentative 2007 Schedule Includes:

The Touchables

Golden Bough

Faithful Heart

Joe Shinkle and 99 West

Ty Curtis Band

Mollybloom

JT and the Tourists

Johnny Limbo and the Lugnuts

MEMORANDUM

To: Roger Jordan, City Manager
From: Donna Zehner, Library Director
Date: June 19, 2007
Re: Buildings & Grounds Meeting

1. Status of the Library

- General Information
- Channel 17 – update
- Staffing Changes

2. Library Events & Activities

- Summer Reading Program
- Teddy Bear's Picnic

3. Friends of the Library – Projects & Activities

- Annual Book Sale – during SummerFest
- Trust Management Grant - \$10,000

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1
2
3 Members Present: Chair Brian Dalton, Warren Lamb, LaVonne Wilson and Ken Woods, Jr. (ar-
4 rived at 4:40 p.m.). Excused: Jackie Lawson.

5 Also Present: Mayor Jim Fairchild, City Manager Roger Jordan, Public Works Director Fred
6 Braun, Assistant City Manager Kim Marr, Assistant Public Works Director Christy Ellis, and
7 Recording Secretary Marsha Heeter.

8 Chair Brian Dalton called the meeting to order at 4:32 p.m.

9 **Oregon Safe Routes to School Program**

10 Assistant Public Works Director Christy Ellis reported that the City staff met with representa-
11 tives from the School District and they agreed they will address applying for a grant from the
12 Safe Routes to School Program in the fall. She explained that the deadline for this year is in July
13 and one of the critical elements is an action plan template that requires a survey of routes, with
14 input from parents as to whether they would let their children use the routes to walk or bicycle.
15 She indicated that it is a competitive process, and our chances of getting a grant are better if the
16 City and School District work together and do a comprehensive plan and application. Mayor
17 Fairchild asked if there were any planning grants. Ms. Ellis answered that there are some small
18 grants of \$500 to \$1,000 to use for costs associated with doing the study. Warren Lamb asked if
19 it was worth our time to go after something like this and how much time did we want to spend on
20 seeing if this is something we can and want to do. Ms. Ellis answered that it is up to the Council,
21 and we will be looking at including the park trail in this, because students could use that to travel
22 to schools. She added that the City asked the School District transportation person to advise of
23 anything that needs to be done right away. Mr. Lamb said that if we could tie in the trail system
24 it would be worthwhile. Mayor Fairchild remarked that the key is the study that needs to be
25 done. Ms. Ellis noted that the City has done a lot of preliminary work with regard to the trans-
26 portation plan. Mr. Lamb asked if the schools are on board. Ms. Ellis said she talked with
27 Corey Bradshaw with the School District, who advised that Lyle School is ready to go, but Oak-
28 dale is not, and they didn't discuss the other schools, but the School District is interested. Public
29 Works Director Fred Braun commented that this is federal money so there will be a federal proc-
30 ess to go through and we would have to follow their guidelines. He added that the City doesn't
31 want to apply for less than \$50,000. LaVonne Wilson asked if anyone has made a presentation
32 to the School Board. Ms. Ellis answered that she knows City Manager Roger Jordan has dis-
33 cussed this with Christy Perry, but she doesn't know if it has gone to the School Board. Ms.
34 Wilson said we would need to have a commitment from the School District. Ms. Ellis noted that
35 these funds can also be used for sidewalk infill.

36 **Downtown Street Sweeping**

37 Mr. Braun reminded the Committee that there was discussion at the last Council meeting regard-
38 ing street sweeping in the downtown area. He indicated that the staff will be doing some addi-
39 tional flushing where there are cars parked. He added that they will be changing the signs to
40 designate one day when people can't park there, and they are looking at it being Fridays from
41 12:01 a.m. to 6 a.m. Chair Dalton remarked that he has studied this at some length because there

1 are so many people involved: the people in the upstairs apartments, businesses, and the availabil-
2 ity of the street sweeper; in addition to signage, washing vs. sweeping and whether the mer-
3 chants sweep their sidewalks regularly. He said it is important to get everyone on board. Mayor
4 Fairchild remarked that people parking there will get warning at first and then will get tickets.
5 Chair Dalton suggested distributing flyers to the merchants on Main Street, having a public rela-
6 tions campaign, and putting it on the web site. Mayor Fairchild said the City should also work
7 through the Chamber. Mr. Braun reported that the summer help will be working on some of the
8 clean up issues in the downtown area. Chair Dalton pointed out that when the street sweeper
9 sweeps dry, it raises lots of dust. Ken Woods asked if the sweeper uses water. Mr. Braun an-
10 swered that it does and they can adjust the nozzle to make sure there is enough. Mr. Woods
11 asked if it would be done only once a week. Mr. Braun answered that it would be done thor-
12 oughly once a week. Mr. Woods remarked that, especially this summer with the additional traf-
13 fic on Main Street, we might need to look at doing it more often.

14 **Park and Recreation Board Park Review Project**

15 Playground Equipment

16 Ms. Ellis indicated that there was a proposal at a previous meeting listing priorities for the parks,
17 and new playground equipment came out on top. She said that, in order to get started on the pro-
18 ject, they formed a committee of parents and members of the Park and Recreation Board and staff
19 to review and pick out new equipment. She indicated that there are two vendors on the state bid
20 list who will be bringing in proposals. She added that they are planning to put the new equipment
21 on the old side of the park in the area between the park office and the Fredrickson-Seibert Memo-
22 rial Shelter. Mr. Woods asked if this would go to the Park and Recreation Board. Ms. Ellis an-
23 swered that the Board directed the committee to report to the Council for this project and future
24 plans will go through the Board.

25 Summer Youth Program

26 Ms. Ellis reported that the City is participating in a Summer Youth program, which will involve
27 three young people, with a job coach who will direct them. She indicated that they will clean out
28 the areas by the sidewalk bulbs where the street sweeper can't reach, and they will be placing
29 bark dust around City facilities. She explained that this is at no cost to the City and Garten will
30 be paying the Worker's Compensation for them. She added that they will be working four hours
31 a day. Chair Dalton asked if they will also be picking up litter. Ms. Ellis said they would. Chair
32 Dalton asked if they could reach into hedges by sidewalks to pick up litter there, or if that would
33 be encroaching on private property. Mr. Braun replied that the property line is usually several
34 feet behind the sidewalk so they could do that. Chair Dalton mentioned that there is a lot of trash
35 in areas near fast food restaurants like Arctic Circle. Mr. Braun mentioned that there may be a
36 need for additional trash cans in those area.

37 Graffiti Clean Up

38 Mr. Braun reported that there is a new process that is excellent for removing graffiti, using a sand
39 blasting method using soda instead of sand. He indicated that the contractor can come out in a

1 day or two and it costs only a couple hundred dollars. He noted that if the graffiti is something
2 offensive and the contractor is unable to get here, the City will paint over it until he can get here.

3 **Update on Transportation Projects**

4 Levens Street Bridge

5 Mr. Braun reported that the contractor has done some preliminary clearing work and will be shut-
6 ting down Levens Street on June 27. He noted that they can't start demolition of the bridge until
7 they put in the creek protection structure. Mr. Braun indicated that he is working on the details for
8 the monument lighting on each side of the bridge. He showed a drawing with several styles of
9 globes for the lights. He explained that there will be a place for a plaque on the pedestals, and the
10 plaque could show an axe or a saw blade because of the timber history of Dallas and the old lum-
11 berrmill site in the park, or a tree. Committee members' suggestions included prunes or the tan-
12 nery. Mayor Fairchild said we need to make sure the light shines more down and out than up.
13 Mr. Braun responded that each light is only about 150 watt, so it is mostly decorative. He asked
14 if there were any other ideas for the plaques. Mr. Woods asked if there was anything similar on
15 any of the other bridges. Mr. Braun said there was not. Mr. Woods said it should be something
16 about the historic part of town. After discussion, the preference was for a fir tree and the City
17 symbol. Chair Dalton suggested bringing something larger to the Council to review. Mr. Woods
18 asked if it could be actual size. In response to a question, Mr. Braun said the plaques would be
19 brass, and would be epoxied into the pedestals. He added that there was time to make a decision.
20 After discussion the light globe choice was the one with the pointed top shown on the light poles.

21 Fir Villa Road Improvement

22 Mr. Braun reported that the Fir Villa Road improvement plans will be taken to the next Council
23 meeting and the project will go out to bid after that. Chair Dalton asked if the plans included any
24 park strips. Mr. Braun answered that the sidewalks will be to the curb, like on Miller Avenue.
25 He said the City would do park strips on arterials only, not on collectors. In response to a ques-
26 tion, Mr. Braun indicated that it will be a 40-foot street and parking will be allowed on only one
27 side. He noted that they will build an intersection where Academy will intersect Fir Villa, and
28 there will be three lanes at Ellendale. Mr. Woods asked if anything would be done with the sign-
29 age at the Veterinary Clinic. Mr. Braun said he would check the sight visibility there. Mr. Lamb
30 remarked that it is a safety issue. Mr. Braun said the City would work with the owner.

31 Jasper Street

32 Mr. Braun indicated that the street portion of the Jasper Street project is unlikely to happen this
33 calendar year because of wetlands and permitting.

34 West Clay Street

35 Mr. Braun advised that a wetland specialist said the Corps of Engineers won't look at new appli-
36 cation before October so the Clay Street project won't be done until next year. He indicated that
37 the City could do some of the underground utilities this year. Mr. Lamb asked if anyone looked
38 into the fill brought to a lot there. Mr. Braun indicated that the property is out of the City limits.

1 Mr. Lamb said they brought in thousand of yards of dirt. Community Development Director Jerry
2 Wyatt said he would take a look at that.

3 **Update on Water Projects**

4 SRF Loan Program

5 Ms. Ellis reported that the City received the contract amendments for the SRF loan program. She
6 indicated that there will be a resolution at the next Council meeting on this.

7 Aquifer Storage and Recovery System Project:

8 Mr. Braun reported that we are still injecting water into the ground. He indicated that we have
9 put in over 40 million gallons at this time and are still adding water. He said we won't start us-
10 ing the water until August. In response to a question about withdrawing the water, he said this is
11 cycle 6, and we have not had any problems withdrawing the water in the previous cycles.

12 Treated Water Tank:

13 Ms. Ellis reported that CH2M Hill has finalized the contract documents for the treated water
14 tank, and sent them to the state for approval. She said the project will go out for bids next week,
15 with completion scheduled in October.

16 Intake Pipe

17 Mr. Braun reported that the intake pipe project is progressing well. He added that in two weeks
18 they will be closing Ellendale for six days to do the last portion. He added that the project is a
19 little ahead of schedule.

20 Water Treatment Plant Computer System Update

21 Ms. Ellis indicated that the Water Treatment Plant computer system update project is on sched-
22 ule, with the switch over scheduled to start the week of July 9. She added that it will take several
23 weeks to switch over, testing as they go.

24 **Update on Wastewater and Storm Projects**

25 Water Quality Monitoring:

26 Mr. Braun advised that the City will be flushing the sewer lines from Tyco to the Wastewater
27 Treatment Facility this summer. He said they will develop standards for any new industry there.

28 Storm Water Projects to Relieve Flooding:

29 Mr. Braun reported that they are almost ready to advertise the LaCreole storm water project,
30 which will be built in September and October. He indicated that the West Clay storm water pro-
31 ject will be part of the street improvement project.

1 **Public Works Director's Report:**

2 Mr. Braun reported that the Maple Street project should be done within two weeks.

3 **Other**

4 Chair Dalton remarked that one of the Council goals was to become a Tree City, but he wasn't
5 sure which department would be involved. Mr. Braun said he would find out.

6 Chair Dalton noted that there are a number of dead trees in the shopping center at the North Dal-
7 las intersection. Mr. Wyatt said he has notified the property owner. Mr. Woods remarked that in
8 some areas there has to be a buffer, like a hedge, between parking lots and streets, but there is
9 none for the shopping center there. He said it was becoming a used car lot, so they put up signs,
10 now the backs of the signs are visible. He wondered if the City could ask them to put up a
11 hedge, which would hide some of their weeds and the backs of the ugly signs.

12 Chair Dalton observed that some of the trees planted along West Ellendale are dying. Mr. Braun
13 answered that we are keeping them watered as best as we can and they will replace those that
14 have died this fall. Chair Dalton noted that there are some areas where there are some mis-
15 matched species and it looks odd to see a purple plum in the middle of several green trees. Mr.
16 Braun said he would look at that. He indicated that there were three different species and they
17 tried to cluster them.

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

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PUBLIC WORKS COMMITTEE

June 25, 2007

4:00 p.m.

Brian Dalton, Chair
Warren Lamb
Jackie Lawson
LaVonne Wilson
Ken Woods, Jr.

1. Report on status of Oregon Safe Routes to School program.

2. Discussion concerning downtown street sweeping.

3. Update on Park and Recreation Board park review project.

- Playground equipment_____
- Summer youth program_____
- Graffiti cleanup_____

4. Update on transportation projects:

- Levens Street Bridge Construction_____
- Fir Villa Road_____
- Jasper Street_____
- West Clay Street_____

5. Update on water projects

- SRF loan program_____
- Aquifer Storage and Recovery System project_____
- Treated Water Tank project_____
- Intake Pipe project_____
- Water Treatment Plant computer system update_____

6. Update on wastewater and storm projects

- Water quality monitoring project_____
- Storm water project to relieve flooding

- LaCreole overflow _____
- West Clay _____

7. Operational report from Public Works Director (including Parks).

8. Other.

9. Adjourn.

Dear City Leaders in Marion and Polk Counties, <<SRTS_Infrastruc_Appl_FY08.doc>>
<<SRTS_Non-Infra_BOOKLT.doc>> <<SRTS_Non-Infra_Appl_FY08.doc>> <<SRTS_Non-Infra_Budget.xls>>

Congress created the Safe Routes to School program in SAFETEA-LU, the 2005 surface transportation reauthorization bill. The SR2S program is designed to encourage children in grades K-8 to walk or ride their bikes to school, and it provides grants for infrastructure such as trails and crossings as well as for non-infrastructure projects such as educational programs.

ODOT's Transportation Safety Division will be administering this grant program, and they have put out a call for applications. Although there are only a few million dollars available statewide, this could be an excellent opportunity for communities and school districts to implement plans that have been sitting on the shelf for lack of funding.

The information from ODOT is below, there are also four attachments that you'll need.

We would be happy to write a letter of support for you to include in your application, just send me a note about a week before it's due.

Sincerely,

Jeannie Berg
Congresswoman Darlene Hooley
503-588-2468

Jeannie.berg@mail.house.gov

The Oregon Safe Routes to School Program Announces the **Call for Applications** for two types of reimbursement funds: 1) Infrastructure; 2) Non-Infrastructure

The deadline for applications for both funding groups is July 31, 2007. (see attachments)

With an application, a completed Oregon Safe Routes to School *Action Plan Template* must be submitted for every school (k-8) affected by the project or activity. If there are questions about the Action Plan, please contact the SRTS program manager, Julie Yip, at 503-986-4196, or by email: julie.a.yip@odot.state.or.us.

This information will be posted to the Oregon Safe Routes to School website the week of June 18: www.oregon.gov/saferoutes.

Oregon Department of Transportation
Safe Routes to School Program

Applicant Information for Infrastructure Projects

CALL FOR APPLICATIONS

for Federal Program Year 2008

Due July 31, 2007

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Project Selection	7
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Application Form Instructions	9
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Appendix A – Contact List

Appendix B – Federal Project Requirements

Appendix C – Cost Factors for SRTS Projects

APPLICATION FORM

Application: Due JULY 31, 2007

Note: As a courtesy, hard copies of reference documents are available upon request: email: julie.a.yip@odot.state.or.us; (503) 986-4196.

PROGRAM DESCRIPTION

The Oregon Safe Routes to School (SRTS) Program has \$3.5 million over 2005-2009 for projects at schools serving grades K-8. \$2.1 million in funds is available for award in 2007. The program administers funds received from the 2005 SAFETEA-LU transportation bill for Safe Routes to School programs.

The goals of the program are to increase the ability and opportunity for children to walk and bicycle to school; promote walking and bicycling to school and encourage a healthy and active lifestyle at an early age; and facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution within two miles of the school.

Two groups of funding are available through the SRTS program:

- 1) Infrastructure projects within two miles of the school;
- 2) Non-infrastructure activities: education and encouragement, and traffic enforcement activities within two miles of the school.

The funds will be distributed by the ODOT Transportation Safety Division (TSD) as a reimbursement program through an open and competitive process, with the guidance of a Safe Routes to School citizen's advisory group. Costs incurred prior to TSD project approval are not eligible for reimbursement.

A completed *Oregon Action Plan Template* with required supplemental documents must be received at time of application for every school that is affected by the proposed project. The Action Plan is an essential component that initiates evaluation and community involvement activities that prepare the school or community to seek SRTS project funds through the state program, or to implement SRTS projects and activities with other funding sources. The Action Plan Template may be downloaded from the Oregon Safe Routes website:

www.oregon.gov/saferoutes.

WHO MAY APPLY

- 1) School districts, schools (public, private, parochial, charter or alternative education program offering instruction at levels K-8) in cooperation with the governing body (or bodies) with jurisdiction over the affected roadways or properties.
- 2) Units of state and local government in cooperation with a school district or a qualifying school.
- 3) Non-profit organizations in partnership with any of the above to perform engineering projects that directly benefit a qualifying elementary or middle school.

ELIGIBLE INFRASTRUCTURE PROJECTS

Infrastructure - \$1.5 million for FY2008

Infrastructure solutions improve the physical conditions for walking and bicycling within two miles of the school. Projects may include the design and construction of infrastructure-related projects that will substantially improve the ability of students to walk and bicycle to school, including:

- Sidewalk improvements
- Traffic-calming and speed reduction improvements
- Pedestrian and bicycle crossing improvements
- On-street bicycle facilities
- Off-street bicycle and pedestrian facilities
- Secure bicycle parking facilities
- Traffic diversion improvements

Expanded information on potential SRTS infrastructure projects can be found in the FHWA SRTS Program Guidance, available at: <http://safety.fhwa.dot.gov/saferoutes/srtsguidance.htm>.

For information on Engineering in Safe Routes to School Programs, access the *Safe Routes to School Online Guide*, <http://www.saferoutesinfo.org/guide/steps/index.cfm>, at the National Center for Safe Routes to School website, <http://www.saferoutesinfo.org/>.

PROJECT REQUIREMENTS

The SRTS program is one of many federal-aid programs ODOT administers for the Federal Highway Administration. Requirements common to all federal-aid projects are shown in the *Local Agency Guidelines* posted at www.oregon.gov/ODOT/HWY/LGS/lagmanual.shtml.

The SRTS Program highly encourages infrastructure project applicants to also consider non-infrastructure (education, encouragement, enforcement, evaluation) components. There is a separate Application for Non-Infrastructure Activities. Please refer to the Oregon SRTS website for this application: www.oregon.gov/saferoutes. Applications submitted for non-infrastructure activities *do not* have to consider an infrastructure component.

Projects that are eligible for reimbursement must specifically serve the stated goals of the SRTS Program: increasing the ability and opportunity for children to walk and bicycle to school; promote walking and bicycling to school and encourage a healthy and active lifestyle at an early age; and facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution within two miles of the school.

Project Size

The SRTS Program will favor lower cost projects that increase safety and access. The maximum award will be \$250,000 per school or \$500,000 total for joint (bundled) proposals. A very limited number of schools will receive awards over \$75,000. Special preference will be given to

schools, districts or local government agencies that bundle their projects and activities into one combined application for efficiency and effectiveness.

Matching Funds – None Required

The SRTS is 100% Federal funding. No match funding is required.

Design and Construction Standards

SRTS projects on state highways must meet ODOT standards for design and construction. Construction on local or federal roads must follow, at minimum, AASHTO guidelines and those of the road authority. All funded bicycle and pedestrian projects must conform to the *Oregon Bicycle and Pedestrian Plan*. Other construction must meet accepted standards for the type of work being done (architectural, building codes, etc.).

All SRTS projects must conform to federal and state requirements on environmental protection, property acquisition, consultant selection, labor and civil rights, and procurement of materials. See Appendix B for a summary list. If you are not familiar with these rules, please contact ODOT Local Programs staff for assistance (see Contact List, Appendix A).

APPLICATION PROCESS

A completed *Oregon Action Plan Template* with required supplemental documents must be received at time of application for every school K-8 that is affected by the proposed project. The template may be downloaded from the Oregon Safe Routes website: www.oregon.gov/saferoutes.

Define the Project before starting the Application

Identify a project that meets all the eligibility criteria and fits this current call for projects. Use the information derived from the Action Plan to guide your choice of activities. Consider the SRTS components of Education and encouragement, Engineering, and Enforcement.

Use the Project Selection Criteria (page 8) to decide if the project will be competitive. Be sure to update your proposals developed for other purposes and adjust them to meet application requirements for the SRTS program.

Scoping

- Identify limits, dimensions and quantities, what permits and approvals are involved, and what factors might prevent or delay the project.
- Make sure the public and local officials know about the project and support it.
- Determine what matching funds, if any, you can commit. Match funds are not required, but community efforts and additional resources can be seen as a demonstration of community-wide support for SRTS.
- Get the owner's written consent for work on any property you do not control (that you will not purchase for the project). This includes ODOT consent for projects on state highways.

Cost Estimate

- Federal funding requirements affect the cost of SRTS projects. Use Appendix C to determine what costs to include. Seek help from ODOT staff or experienced consultants if you are not familiar with these requirements. ODOT staff contacts are shown in Appendix A.
- Prepare a cost estimate that is thorough and realistic. If it is vague or unrealistically low the project will not advance beyond technical review and will not receive funding.

Do not overlook or underestimate costs for labor pay rates, consultant design, environmental requirements, right-of-way and easements, construction mobilization and traffic control, contingencies, and construction engineering. It is best to have a registered engineer or landscape architect prepare or review the estimate.

Oregon Department of Transportation
Safe Routes to School Program

Applicant Information for
Non-Infrastructure Activities

CALL FOR APPLICATIONS

for Federal Program Year 2008

Due July 31, 2007

CONTENTS	PAGE
Program Description	2
Who May Apply	2
Eligible Activities	3
Project Requirements	3
Application Process	4
Project Selection	6
Application Form Instructions	8
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Appendix B – Agreements and Assurances	16

APPLICATION FORM (*Separate document, not attached*)

Application: Due JULY 31, 2007

Note: As a courtesy, hard copies of reference documents are available upon request: email:
julie.a.yip@odot.state.or.us; (503) 986-4196.

PROGRAM DESCRIPTION

The Oregon Safe Routes to School (SRTS) Program has \$3.5 million over 2005-2009 for projects at schools serving grades K-8. \$2.1 million in funds is available for award in 2007. The program administers funds received from the 2005 SAFETEA-LU transportation bill for Safe Routes to School programs.

The goals of the program are to increase the ability and opportunity for children to walk and bicycle to school; promote walking and bicycling to school and encourage a healthy and active lifestyle at an early age; and facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution within two miles of the school.

Two groups of funding are available through the SRTS program:

- 3) Non-infrastructure activities: education and encouragement, and traffic enforcement activities within two miles of the school.
- 4) Infrastructure projects within two miles of the school;

The funds will be distributed by the ODOT Transportation Safety Division (TSD) as a reimbursement program through an open and competitive process, with the guidance of a Safe Routes to School citizen's advisory group. Costs incurred prior to TSD activity approval are not eligible for reimbursement.

A completed *Oregon Action Plan Template* with required supplemental documents must be received at time of application for every school that is affected by the proposed activity. The Action Plan is an essential component that initiates evaluation and community involvement activities that prepare the school or community to seek SRTS project funds through the state program, or to implement SRTS projects and activities with other funding sources. The Action Plan Template may be downloaded from the Oregon Safe Routes website: www.oregon.gov/saferoutes.

WHO MAY APPLY

- 4) School districts, schools (public, private, parochial, charter or alternative education program offering instruction at levels K-8) in cooperation with the governing body (or bodies) with jurisdiction over the affected roadways or properties.
- 5) Units of state and local government in cooperation with a school district or a qualifying school.
- 6) Non-profit organizations in partnership with any of the above to perform education and enforcement activities that directly benefit a qualifying elementary or middle school.

ELIGIBLE NON-INFRASTRUCTURE ACTIVITIES

Non-Infrastructure – \$520,000 for FY2008

Education and traffic enforcement and increased community involvement are very important and cost-effective methods to increasing bicycling and walking among children.

Education activities include teaching pedestrian, bicyclist and traffic safety and creating awareness of the benefits and goals of SRTS. Recipients of SRTS education may include students, parents, motorists and neighbors.

Enforcement strategies aim to deter unsafe behaviors of drivers, pedestrians and bicyclists, and to encourage all road users to obey traffic laws and share the road safely. Enforcement activities involve students, parents, adult crossing guards, school personnel and neighborhood watch programs working together with law enforcement.

The FHWA Guidance suggests the following non-inclusive list of activity options:

- Creation and reproduction of promotional and educational materials;
- Bicycle and pedestrian safety curricula, materials and trainers;
- Training, including SRTS workshops that target school and community-level audiences;
- Incentives for SRTS contests, and incentives that encourage more walking and bicycling over time;
- Safety and educational tokens that advertise the program;
- Reproduction and printing costs, including CDs, DVDs, etc.;
- Mailing costs;
- Costs for data gathering, analysis, and evaluation reporting at the local project level;
- Pay for substitute teacher if needed to cover for faculty attending SRTS functions during school hours;
- Costs for additional law enforcement (i.e., overtime hours or reserve officer staffing) or equipment needed for enforcement activities;
- Equipment and training needed for establishing crossing guard programs;
- Reimbursement of materials and expenses incurred by parents or staff coordinators for SRTS coordination and efforts;
- Costs to employ a SRTS Program Manager, which is a person that runs a SRTS program for an entire city, county, or some other area-wide division that includes numerous schools.
- Costs to engage the services of a consultant (either non-profit or for-profit) to manage a SRTS program as described in the prior bullet.

Applicants must ensure that the activity meets the purposes of the SRTS Program as specified by SAFETEA-LU, and that the item is generally comparable to those listed above or in the legislation. Activities may be funded for up to two years in length.

SAFETEA-LU Section 1404 and the FHWA SRTS Program Guidance are available at: <http://safety.fhwa.dot.gov/saferoutes/overview.htm>. For expanded information on the components of Education and Enforcement in Safe Routes to School Programs, access the *Safe Routes to School Online Guide*, <http://www.saferoutesinfo.org/guide/steps/index.cfm>, at the National Center for Safe Routes to School website, <http://www.saferoutesinfo.org/>.

ACTIVITY REQUIREMENTS

The SRTS Program highly encourages a comprehensive approach that considers the components of education and outreach, engineering, and enforcement. There is a separate Application for Infrastructure Projects. Please refer to the Oregon SRTS website for this application: www.oregon.gov/saferoutes .

We have a target of funding 25 schools with an average of \$20,000 per school for the non-infrastructure activities. Special preference will be given to school districts or local government agencies that bundle their activities into one combined application for efficiency and effectiveness. No bundle of school district activities may receive more than \$100,000 during this FY2008 allocation funding cycle.

Activity Locations

Traffic education and enforcement activities must take place within approximately two miles of a primary or middle school (grades K – 8). Other eligible activities do not necessarily have a location restriction.

Matching Funds – None Required

The SRTS Program funding designated from SAFETEA-LU Section 1404 is 100% Federal funding. No match funding is required.

Activities that are eligible for reimbursement must specifically serve the stated goals of the SRTS Program: increasing the ability and opportunity for children to walk and bicycle to school; promote walking and bicycling to school and encourage a healthy and active lifestyle at an early age; and facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution within two miles of the school.

Section 1404 funds may not be used for reoccurring costs except as specifically provided in the legislation. Funding requests for costs that are expected to be reoccurring costs in future years should include plans for how the costs will be funded in the future and a rationale for how federal funding will enable leveraging of future financial security for the activity.

APPLICATION PROCESS

A completed *Oregon Action Plan Template* with required supplemental documents must be received at time of application for every school K-8 that is affected by the proposed activities. The template may be downloaded from the Oregon Safe Routes website: www.oregon.gov/saferoutes.

Define the Activities before starting the Application

Identify activities that meet all the eligibility criteria and fit this current call for applications. Use the information derived from the Action Plan to guide your choice of activities. Consider the SRTS components of education and encouragement, engineering, and enforcement.

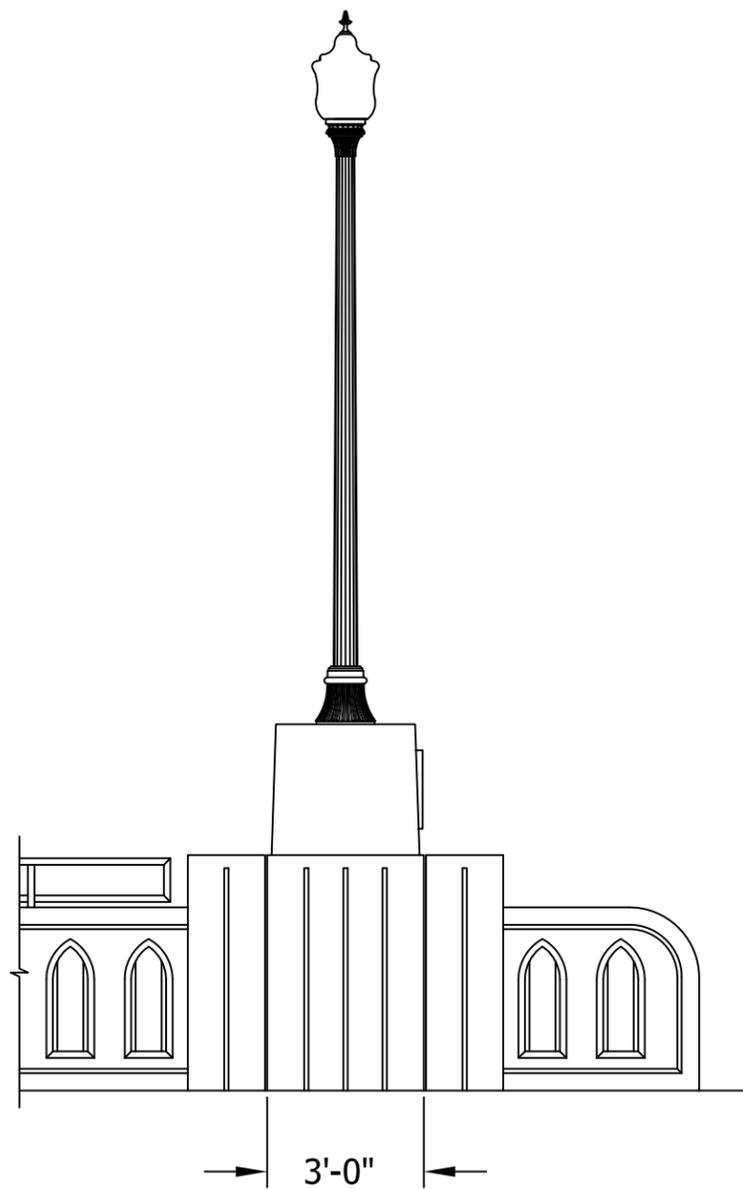
Use the Project Selection Criteria (page 7) to decide if the project will be competitive.

DRAFT from June 18, 2007 Council meeting minutes.

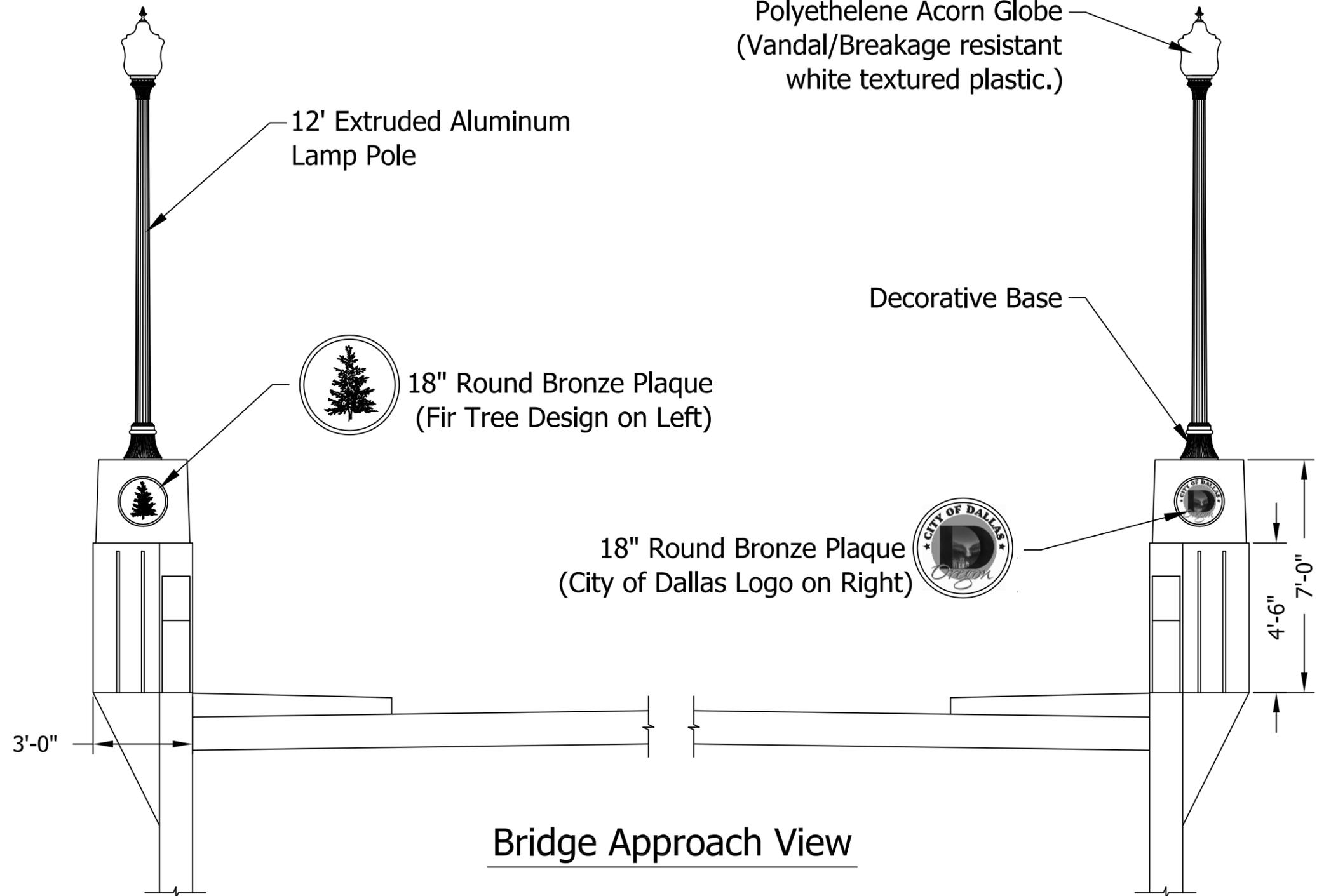
QUESTIONS OR COMMENTS FROM THE AUDIENCE

Bruce Smith, local locksmith at 869 Main Street, requested that the City spend more time on cleaning the gutters. He noted that they are better than they were when he first requested it a couple of years ago. He said that keeping the gutters clean would probably help keep the sidewalks cleaner. Councilor Lamb asked where this was needed. Mr. Smith said it was in the downtown area. Councilor Lamb asked if the business owners are taking care of the sidewalks in front of their stores. Mr. Smith indicated that he cleans as far as the cord on his blower will go, which is almost to Brixius, which does theirs often. Councilor David Shein said he looked at the 800 block of Main Street just before the meeting and the Courthouse side is clean, and the other side is the opposite. He said the difference is dramatic. Itemizer Publisher/Editor Dave Weston commented that there are a lot of people at the gym on Main Street between 4 and 5 in the morning, so cars are blocking that side of the street when the street sweeper goes by, which could be part of problem. Mr. Smith noted that his tenants upstairs are female and expressed concern about their walking from the parking lot in back to the front entrance late at night. Councilor Dalton noted that the street signage says not to park there between 2:30 and 5:30 a.m. 7 days a week and suggested that the subject be referred to the Public Works Committee. Mayor Fairchild said he would refer it and ask staff to bring a plan to the next meeting. Councilor Scroggin noted that it could be some time before the Public Works Committee could take action and something needs to be done now. Mr. Jordan responded that throughout the summer, the City will be using a grant for youth services and will have some youth taking care of things like this. He suggested that they could designate one day of the week for sweeping and enforce the no parking on that day.

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Inside Elevation



Bridge Approach View

Polyethelene Acorn Globe
(Vandal/Breakage resistant
white textured plastic.)

12' Extruded Aluminum
Lamp Pole

Decorative Base

18" Round Bronze Plaque
(Fir Tree Design on Left)

18" Round Bronze Plaque
(City of Dallas Logo on Right)

4'-6"
7'-0"

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MEMORANDUM

Date: June 28, 2007
To: City Council Members
From: Mayor Fairchild 
Re: May 2007 Activities

Meetings representing the City:

May 2	3:30 p.m. to 4:00 p.m.	Met with Representative Brian Boquist at State Capitol
May 3	Noon to 1:00 p.m.	Planning Commission workshop
May 5	11:45 a.m. to 12:30 p.m.	Sat in dunk tank for Relay for Life fund raiser
May 6		Attended Rickreall Fire Department breakfast and fundraiser
May 7	Noon to 1:00 p.m. 7:30 p.m. to 9:30 p.m.	Local Public Safety Coordinating Council meeting City Council meeting
May 8	7:30 p.m. to 8:30 p.m.	Planning Commission meeting
May 9	2:00 p.m. to 5:00 p.m.	Oregon 150 Board of Directors meeting, Portland
May 10	7:00 p.m. to 8:30 p.m.	Urban Renewal District Advisory Committee meeting
May 11	6:00 p.m. to 8:00 p.m.	Attended Dallas High School Athletic Hall of Fame banquet
May 14	7:00 p.m. to 9:00 p.m.	Budget Subcommittee meetings
May 15	8:00 a.m. to 9:00 a.m. 4:30 p.m. to 6:30 p.m.	Teleconference – Home Town voices – League of Oregon Cities (LOC) Regional legislative committee. LOC Workshop on Economic Development, Salem
May 16	7:00 a.m. to 8:00 a.m.	Commercial Retention & Recruitment Committee
May 17	Noon to 1:00 p.m.	Dallas Economic Development Commission meeting

May 18	9:00 a.m. to 10:00 a.m. 6:00 p.m. to 7:00 p.m.	West Valley Hospital Foundation Board meeting Welcomed participants at Polk County Relay for Life Opening Ceremony, Dallas High School football field
May 21	Noon to 1:00 p.m. 7:00 p.m. to 9:30 p.m.	Chamber of Commerce Forum City Council meeting
May 22	10:00 a.m. to Noon	LOC Budget Committee, Salem
May 23	6:30 p.m. to 8:30 p.m.	Mid-Willamette Mayors Coalition meeting, Salem
May 24	10:00 a.m. to 11:00 a.m.	With staff and Councilors Dalton and Slack, watched web site demonstration
May 28	10:45 a.m. to Noon	Gave welcome at Memorial Day Ceremony, Dallas Cemetery
May 29	Noon to 1:00 p.m. 4:00 p.m. to 5:30 p.m.	Rotary Administrative and Public Safety Committee meetings

JF:meh

MEMORANDUM

Date: June 28, 2007
To: City Council Members
From: Mayor Fairchild 
Re: June 2007 Activities

Meetings and activities attended representing the City:

June 1		Met with Ken Woods
June 4	1:30 p.m. to 2:30 p.m. 7:30 p.m. to 10:00 p.m.	Council Review Committee (Mayor, Council President and City Attorney) met City Council meeting
June 7	Noon to 1:00 p.m.	Planning Commission Workshop
June 8	12:30 p.m. to 1:30 p.m. 3:30 p.m. to 4:30 p.m. 5:00 p.m. to 6:30 p.m.	Participated in ribbon cutting for new Windermere Building Met with Barbara Allen, Executive Director of Oregon 150 Committee, Portland Oregon Mayors' Reception for Mayors walking in the Rose Festival Grand Floral Parade, Portland City Hall
June 9	8:00 a.m. to Noon	Walked in the Rose Festival Grand Floral Parade, Portland
June 11	2:00 p.m. to 4:00 p.m.	Senior Center Advisory Committee meeting with architect
June 12	8:15 a.m. to 10:15 a.m. 7:30 p.m. to 9:30 p.m.	Evaluated Dallas High School Extended Application Projects Planning Commission meeting
June 14 – 17		Participated in National League of Cities, Community and Economic Development Committee meeting in New Haven, CT. Helped develop NLC federal policy and guidelines for economic development, block grants and immigration reform
June 18	Noon to 1:00 p.m. 7:30 p.m. to 9:00 p.m.	Chamber of Commerce Forum City Council meeting
June 19	3:30 p.m. to 5:30 p.m.	Council of Governments Board of Directors meeting, Salem
June 21	11:45 a.m. to 1:30 p.m.	Council Workshop on hotel/motel transient tax

June 22	11:00 a.m. to Noon 12:30 p.m. to 1:30 p.m.	Attended Donna Buchanan's funeral Participated in ribbon cutting for opening of American Family Insurance
June 25	4:00 p.m. to 5:30 p.m.	Public Works and Building and Grounds Committee meetings
June 28	7:00 a.m. to 8:00 a.m. 3:30 p.m. to 5:00 p.m.	Commercial Recruitment and Retention Committee meeting Parks and Recreation Playground Equipment Selection Committee meeting
June 29	8:00 a.m. to 9:00 a.m. 10:00 a.m. to 7:00 p.m.	League of Oregon Cities Foundation Board meeting, Salem League of Oregon Cities Board of Directors meeting, Salem
June 30	4:00 p.m. to 7:00 p.m.	Greeted and poured wine at "Wine, Chocolate, and More" fundraiser for domestic violence and literacy programs in Polk and Marion Counties, Polk County Fairgrounds

JF:meh

MEMORANDUM

Date: June 30, 2007

To: Mayor Fairchild and City Council Members

From: Roger Jordan, City Manager 

Re: Park Playground Equipment

Recommended Action: Authorize the City Manager to award the contract to Northwest Playground Equipment for playground equipment for the City Park.

Background: As you will recall, the Council authorized the staff to move ahead with the playground equipment project proposed for the Dallas City Park. The staff set up an advisory committee that included Councilor Rich Slack, Chair of the Parks and Recreation Board; Mayor Fairchild; and representatives from the Parks and Recreation Board and the community.

The advisory committee selected the site that currently has playground equipment for small children which is just west of the Fredrickson-Seibert picnic shelter. The State of Oregon has contracts with playground equipment vendors so we asked the vendors to submit proposals to the advisory committee. The advisory committee reviewed the proposals and agreed with the staff to recommend the proposal from Northwest playground Equipment. Attached is a copy of the proposal. The advisory committee also agreed with the staff to recommend that we have the company complete the project with full installation so it can be available later this summer.

The total price for the Northwest Playground Equipment is \$82,706.10. This is within our budgeted funds. However, the committee has requested a couple of minor changes so the request is to allow the staff to spend up to \$85,000.

We will review the entire proposal at Monday's meeting. If you have any questions before the Council meeting, please contact me.

RJ:meh



Northwest Playground
Equipment, Inc.

Dallas City Park



The world needs

5-12 Area-Dallas, OR

View B



View



Northwest Playground
Equipment, Inc.

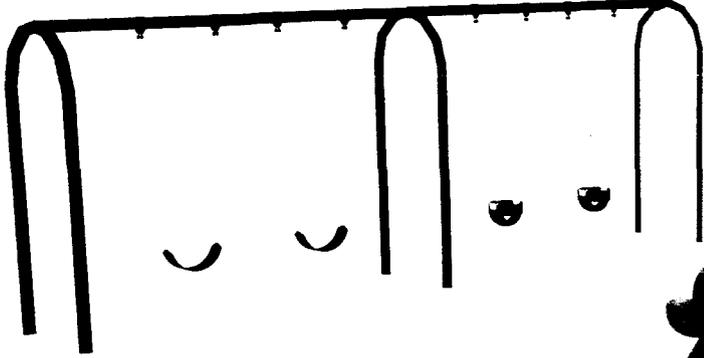
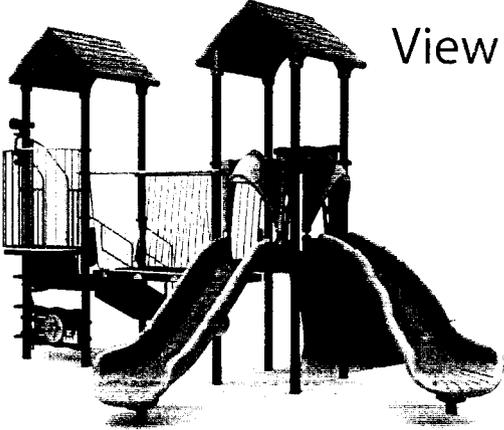
Dallas City Park



The world needs

2-5 Area-Dallas, OR

View B



View A

MEMORANDUM

Date: June 29, 2007

To: Mayor Jim Fairchild and City Council Members

From: Roger Jordan, City Manager 

Re: Completion of Rotary Park Improvements

Recommended Action: Authorize the staff to form a partnership with the Dallas Rotary Club to complete the improvements at Rotary Park.

Background: The staff has been working with the Dallas Rotary Club on a partnership to complete the improvements at Rotary Park on Fern Avenue. Attached is a copy of the improvement plan which shows both a basketball court and playground equipment being added to the park. Attached also is a map showing the location of Rotary Park.

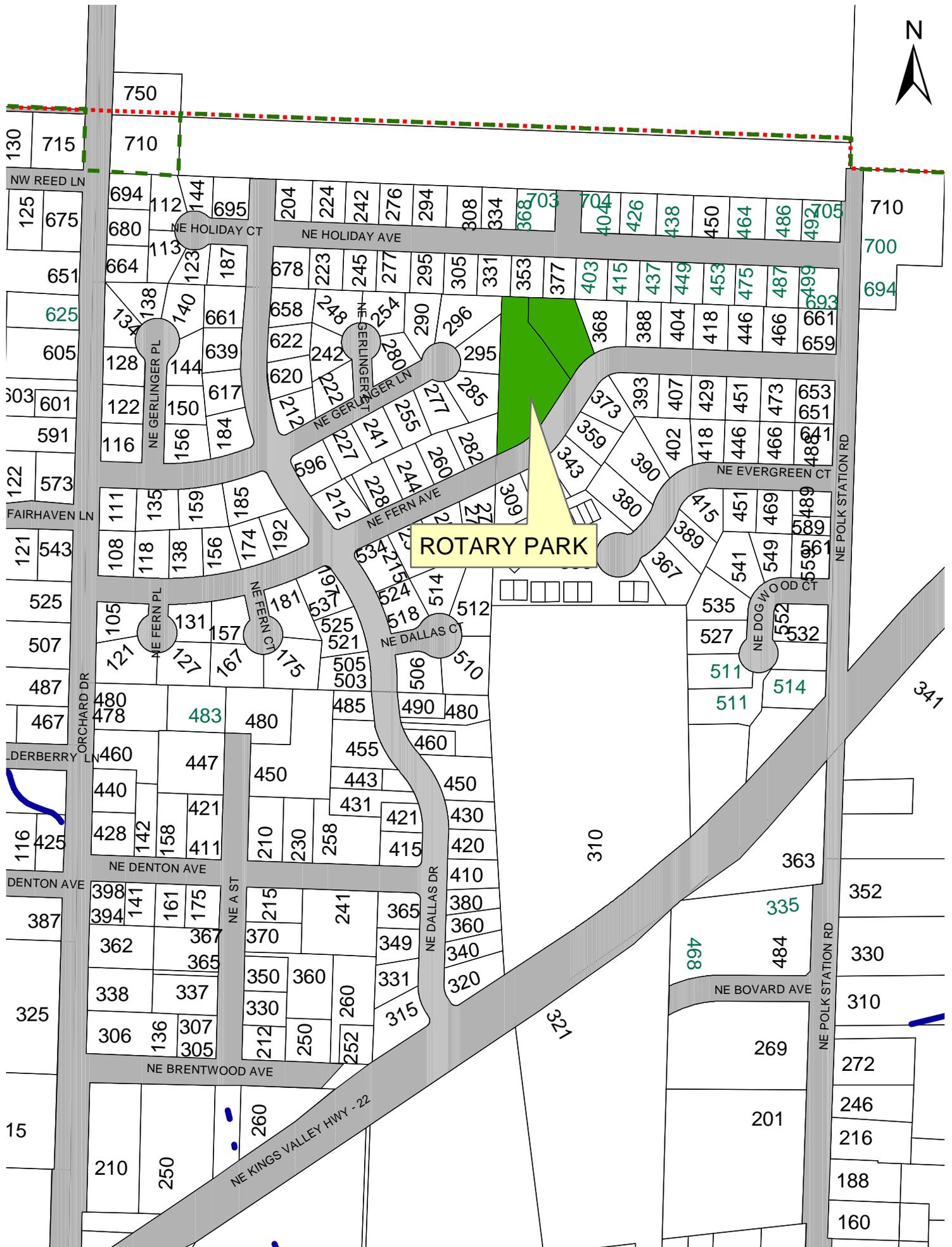
Rotary has already donated \$10,000 towards the playground equipment, and Marcia Baragary, the incoming president, has indicated a commitment to a second phase, which would include a second \$10,000 donation.

The staff estimates that the total project cost would be \$50,000 to \$60,000; therefore, the City share would be \$30,000 to \$40,000. The project would be completed with Rotary and the community providing much of the labor as a community project. You may recall that Rotary has done numerous other projects for the City including the East Dallas Community Park sprinkler system and tennis courts.

The improvements to Rotary Park were an important part of the Parks and Recreation Board improvement priority list adopted by the Council. I am recommending that the Council authorize the staff to move ahead and work with Rotary to complete the project this year. There are adequate funds in the budget to complete our share of the project.

We will be making a full presentation on Monday. If you have any questions or comments before Monday's meeting, please contact me.

RJ:meh



ROTARY PARK

ROTARY PARK

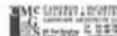
CITY OF DALLAS

LEGEND

-  Property Line
-  400 Existing Contour Line (2' Interval)
-  Existing Fence to Remain
-  Existing Trees to Remain
-  New Trees
-  Evergreen Shrub Hedge
-  Shrubs and Groundcover
-  Lawn
-  Bark Path
-  Concrete Paving
-  Picnic Table

NOTE

1. Contours, property boundary lines, and related base information provided by City of Dallas.



MASTER PLAN



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MEMORANDUM

Date: June 28, 2007

To: Mayor Jim Fairchild and Council Members

From: Roger Jordan, City Manager 

Re: Fir Villa Street and Storm Sewer Improvement Project

Recommended Action: Authorize the City Manager to complete the Fir Villa Street and Storm sewer improvement project based on final plan approval.

Background: As you directed, the staff has completed the final design for the Fir Villa Street and Storm Sewer improvement project. The final design plans include full improvements on both sides of Fir Villa Road with the exception that there is a portion on the west side of the south end where we will not be able to put in curbs and sidewalks because of wetlands and other design considerations.

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

RJ:meh

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MEMORANDUM

Date: June 27, 2007

To: Mayor Jim Fairchild and City Council Members

From: Roger Jordan, City Manager 

Re: Board, Committee and Commission Term Expirations and Vacancies

Economic Development Commission: Effective July 1, 2007, the terms of several members expired. They are all eligible for reappointment.

Mayor and Council Appointments: Wes Scroggin and Ken Woods, Jr.
Polk County Appointment: Ron Dodge.

Library Board: Effective July 1, 2007, the term of Library Board member Darla Newton expired. She is eligible for reappointment.

Mayor Fairchild has contacted those people listed and they are interested in continuing to serve.

Chamber of Commerce Appointments to Economic Development Commission: Dennis Engle and Jerry Harris. The Chamber Board will be discussing these and will get back to us.

If you have any questions or comments about this before Monday's meeting, please feel free to call me.

RJ:meh

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AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES - Regular meeting of May 8, 2007 and workshop of June 7, 2007.
4. ANNOUNCEMENT OF PUBLIC HEARING GUIDELINES
(Copies available in the slots at the door.)
5. PUBLIC HEARINGS

- A) 7:30 PM A Public Hearing on the application of Trinity Lutheran Church, owner, for a Conditional Use for a Church Facility at 320 SE Fir Villa Road, in an RA, Residential Agriculture, zone.

A motion was made, seconded, and carried to approve the request, subject to the five (5) conditions listed in the staff report, and a revision to Condition #3 to add that the final landscape plan would be shown to the adjacent property owners by the City staff.

- B) 7:30 PM A Public Hearing on the application of Dallas Mennonite Retirement Village, owner, for a Conditional Use for an Assisted Living Facility at 310 W. Ellendale Avenue, in an RS, Residential Single Family, zone.

A motion was made, seconded, and carried to approve the request, subject to the four (4) conditions listed in the staff report.

- C) 7:30 PM A Public Hearing on the application of Glenn & Betty Wiensz and Gary Suderman, owners for a 2-Lot Partition and Lot Line Adjustment at 987 W. Ellendale Avenue, in an RS, Residential Single Family, zone.

A motion was made, seconded, and carried to approve the request, subject to the three (3) conditions listed in the staff report.

- D) 7:30 PM A Public Hearing on the application of the City of Dallas to revise the Public Facilities Strategy.

A motion was made, seconded and carried to recommend to the City Council approval of the request as presented in the staff report.

6. OTHER BUSINESS

- A) _____

**STAFF REPORT
DATE: JUNE 5, 2007**

FILE NO.	CU 3-07
HEARING DATE	JUNE 12, 2007 7:30 P.M. CITY HALL COUNCIL CHAMBERS 187 SE COURT STREET DALLAS, OREGON 97338
OWNER	TRINITY LUTHERAN CHURCH OF DALLAS
REQUEST	CHURCH FACILITY
LOCATION	320 SE FIR VILLA ROAD
RECOMMENDATION	APPROVAL WITH CONDITIONS

**CITY OF DALLAS
PLANNING COMMISSION
COMMUNITY DEVELOPMENT TEAM
STAFF REPORT**



HEARING DATE: JUNE 12, 2007
APPLICATION TYPE: CONDITIONAL USE
OWNERS: TRINITY LUTHERAN CHURCH OF DALLAS
APPLICATION: CHURCH FACILITY
LOCATION: 320 SE FIR VILLA ROAD

PROJECT DESCRIPTION: This is a request by Trinity Lutheran Church to build a church facility. The proposed building will be 16,000 to 20,000 square feet. The proposal includes 2 phases, with parking improvements adequate to serve the proposed church facility.

Zoning:	RA – Residential Agricultural
Comprehensive Plan Map No. 1 Land Use Designation:	Residential
Floodplain:	The subject property is not located in the 100-year floodplain.
Wetlands:	The property has wetlands identified on the property.
Adjacent Land Uses:	Residential
Size:	12.45 Acres

PUBLIC FACILITIES:

Street. Existing access to the subject property is from SE Fir Villa Road. The street is planned to be improved during the summer 2007 construction season.

Section 4.2.30 Street Standards
 Complies. The street is planned to be improved to street standards with curbs and sidewalks.

FINDINGS: No building permits unless the street system is under construction.

Water. Existing is a 8" CI water line in SE Fir Villa Road to serve the property.

Section 3.2.30 (5) Adequate Public Facilities
 Complies. The church facility can be serviced with an approved water service.

FINDINGS: The water system is adequate to serve the subject property.

Sanitary. An existing 10" PVC sanitary line in SE Fir Villa Road, which serves the property.

Section 3.2.30 (5) Adequate Public Facilities
 Complies. The residence is serviced with an approved sanitary sewer system.

FINDINGS: The sanitary sewer system is adequate to serve the subject property.

Storm. Existing is a open ditch storm system and the proposed street improvements include a

public storm system to serve the subject property.

Section 3.2.30 (5) Adequate Public Facilities

Complies. With storm improvements the church facility could be serviced with an approved storm system.

FINDINGS: The storm system is planned to be constructed with street improvements to serve the subject property.

Public Notice.

The City has provided public notice identifying the owner/applicant, describing the project, location, and the scheduled date of the public hearing. The notice has been mailed to all property owners within 100 feet of the subject property.

FINDINGS: The public hearing notice requirements have been met.

Standards for Review:

City of Dallas Development Code:

Article I Procedures:

1.3.40 Complete Application Required

Complies. A complete application has been filed.

1.3.60-1.3.140 Public Hearings

Complies. Proper notice was issued.

Article II Zoning Districts and Use Categories:

Chapter 2.2 Single Family Residential Zoning District

2.2.40 Uses Allowed / Conditional Uses

Complies. The proposed use is an allowed conditional use in the zone listed under Community Service Uses.

Article III Specific Land Use Review Procedures:

Chapter 3.2 Development Review

Complies. The applicant has submitted a proper site plan for review.

Chapter 3.4 Conditional Uses

Complies. The applicant has applied for a Conditional Use request.

Conclusions: The staff has concluded the following regarding this Conditional Use request:

- 1) A proper application has been made and hearing notice given.
- 2) The application is in conformance with the standards listed above.

Summary and Conditions:

If it appears to the Planning Commission that based on the findings of facts the criteria for approval have been met, then this Conditional Use request could be approved subject to the following suggested conditions:

- 1) That the project, including the new building, must be completed in accordance with the plans and specifications, documents, and all other information presented to/or modified by the Planning Commission.
- 2) That the owner is aware that conditional use approvals are void after twelve months if substantial construction has not taken place or a one-time extension has not been granted.
- 3) That the final landscaping and street tree plan will need to be approved by the city prior to the issuance of building permits and completed prior to occupancy.
- 4) That the proposed building roof drains be connected to an approved public storm system.
- 5) That no building permits will be issued until the street and public storm system is under construction.

Respectfully submitted,
Community Development Team



LAND USE APPLICATION

City of Dallas

187 SE Court Street

Dallas, OR 97338 • 503-831-3571

PLEASE TYPE OR PRINT IN INK ONLY

FOR STAFF USE ONLY

- SITE PLAN REVIEW:
 - PARKING
 - SITE DEVELOPMENT
- LOT LINE ADJ (Type I)
- ADJUSTMENT (Type II)

- CONDITIONAL USE (Type III)
- SUBDIVISION (Type III)
- PARTITION (Type III)
- VARIANCE (Type III)
- ANNEXATION (Type IV)
- COMP PLAN (Type IV)
- ZONE CHANGE (TYPE IV)
- UGB EXPANSION (TYPE IV)

File No: CU/3-07
 Date Received: 5/23/06
 Fee \$: 500⁰⁰
 Hearing Date: 6/12/07
 Staff Member: Jer
 Zone: RS
 Comp. Plan: JF

APPLICANT INFORMATION

PROJECT DESCRIPTION NEW CONSTRUCTION

SITE ADDRESS 320 SE FIR VILLA RD. TOTAL LAND AREA: 12 ACRES

PRESENT USE OF PROPERTY AGRICULTURE

NAME OF APPLICANT(S) TRINITY LUTHERAN CHURCH, DAVID PEDERSON

MAILING ADDRESS 450 SE WASHINGTON CITY DALLAS ST OR ZIP 97338

APPLICANT PHONE: Work (503) 623-2233 Mobile (503) 999-1443 Fax (503) 623-6781 Home (503) 623-1033

APPLICANT IS: LEGAL OWNER CONTRACT BUYER OPTION BUYER AGENT

NAME OF OWNER(S) (if not applicant) TRINITY LUTHERAN CHURCH

MAILING ADDRESS 450 SE WASHINGTON CITY DALLAS ST OR ZIP 97338

OWNER PHONE: Work (SAME AS ABOVE) Mobile _____ Fax: _____ Home _____

I hereby certify the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.

Ed F. Brust
OWNER'S SIGNATURE
(PRESIDENT)

DATE

David Pederson
APPLICANT'S SIGNATURE DATE

◆ Required Information (Applicant, please initial completed documentation:)

- Initial Property deed and a legal description. (Available from Polk County, title company or licensed surveyor.)
- Plot Plan drawn to scale.
- Completed Supplemental Application.
- Fees: Non-refundable \$100 Application fee plus the applicable Supplemental Land Use fee.

4. Additional Information

- A. Number of people (employees, students, congregation, clients, etc.) associated with the proposed use.
200 WORSHIPPING EACH SUNDAY - CONGREGATION OF 600 PEOPLE
- B. Days and hours of operation.
M-F DAYS, EVENINGS / WEEK ENDS
- C. Buildings, vehicles, equipment, and materials associated with the proposed use.
PARKING FOR WORSHIP AND MEETINGS
- D. If changes are going to occur to the exterior of the building or if there will be changes in the use of the land, then provide:
1. Building elevations and plot plan.
 2. Plans for (a) off-street parking; (b) drainage; (c) landscaping; (d) egress and ingress to property; (e) sign location and size.

JUSTIFICATION CRITERIA: See relevant code sections for specific requirements. Then answer the following questions:

1. Site Characteristics – Why are the characteristics of the site suitable for the proposed use considering size, shape, location, topography, and existence of improvements and natural features? A HOME OR RESIDENTIAL STRUCTURE WOULD BE ALLOWED IN THIS AREA. IT IS FELT THAT THE CHURCH WOULD NOT IMPACT CITY SERVICES^{MORE} THAN A RESIDENCE. WATER, SEWER AND PUBLIC SAFETY WOULD NOT BE IMPACTED MUCH MORE THAN A RESIDENCE. THIS USE WOULD BE OF MINIMAL IMPACT FOR A THIRD GROWTH AREA COMPARED TO A SUB-DIVISION.
2. Timeliness – Why is the site and proposed development timely, considering the adequacy of the transportation systems, public facilities and services existing or planned for the area affected by the use? TRAFFIC IMPACT OF A CHURCH IS USUALLY AT TIMES WHEN TRAFFIC IS NON-PEAK TIMES, I.E. SUNDAY AM. TRAFFIC DURING THE WEEK IS VERY LOW. IT IS FELT THIS USE IS APPROPRIATE FOR A THIRD GROWTH AREA. HOUSES BORDERING THE PROPERTY WOULD EXPERIENCE OPEN ~~ARE~~ FIELDS FOR YEARS TO COME.
3. Compatibility with Surrounding Area – Will the proposed use affect property values in the surrounding area, and if so, in what way? Explain and show how the building design or land use will be compatible with existing development or designated land use. Are property owners in the area in favor of this proposal? (Applicant may want to get letters or a petition from neighbors indicating their support or have them testify at the hearing.) WHILE AN UNDEVELOPED FIELD IS GOOD, IT IS FELT THAT THIS DEVELOPEMENT IS AN ASSET TO DALLAS AND SURROUNDING NEIGHBORS. WE HOPE TO WORK WITH THE NEIGHBORHOOD TO HELP MAKE THIS A POSITIVE IMPROVEMENT AND ONE THAT WOULD IMPROVE PROPERTY VALUES AND LIVABILITY FOR THE NEIGHBORHOOD.
4. Plan Goals and Policies – How would the proposal satisfy the goals and policies of the Comprehensive Plan that apply to the proposed use? THIS USE FITS WELL WITH THE COMP. PLAN. IT IS A MINIMAL DEVELOPEMENT w/ FUTURE PHASES AS THIS AREA MOVES FROM A 3RD GROWTH TO A 2ND GROWTH AREA. THE OPEN AREAS WOULD BE A GREAT PLACE FOR NEIGHBORHOOD FAMILIES TO REST AND RECREATE, WE'D LIKE THIS AREA TO BE USED BY THE COMMUNITY.

COMMUNITY DEVELOPMENT DEPARTMENT
187 SE Court Street • Dallas, OR 97338 • (503) 831-3571



SUPPLEMENTAL APPLICATION
CONDITIONAL USE
(Type III Procedure)

APPLICANT INFORMATION

Fee: \$400.00

Name TRINITY LUTHERAN CHURCH/DAVID PEDERSON Date MAY 16, 2006

CONDITIONAL USE PERMIT:

The Dallas Development Code specifically identifies certain types of land uses that may be allowed in each zoning district. A Conditional Use is a type of land use that may only be allowed after a review to evaluate the potential impacts of the use and to determine if the use is appropriate and compatible in the area.

NEEDED FOR APPROVAL:

All conditional use permits are discretionary and MAY be permitted after evaluation according to criteria in the Dallas Development Code. The Planning Commission must make written findings to support their decision. The applicant is responsible for providing evidence to support the conditional use request, according to the criteria in Article III, Section 3.4, of the Dallas Development Code.

CHANCES FOR APPROVAL:

Staff cannot predetermine the decision on this or any application. A decision of approval or denial will only be made after the complete application is processed. This includes review of citizen and agency comments. The decision is based on criteria appropriate to this application as listed in the code. In order to address the necessary criteria, the information requested in this supplemental application should be as thorough and complete as possible.

APPLICATION PROCESS:

Conditional use permits are subject to the public hearing process and public notice. Public comments received from property owners, agencies and other interested parties may affect the decision on the application. Special conditions may be attached to any approval. All Conditional Use applications are reviewed at a public hearing before the Dallas Planning Commission. The Planning Commission's decision may be appealed to the Dallas City Council, and to the State Land Use Board of Appeals (LUBA).

HOW LONG IT MAY TAKE TO GET A FINAL DECISION ON AN APPLICATION:

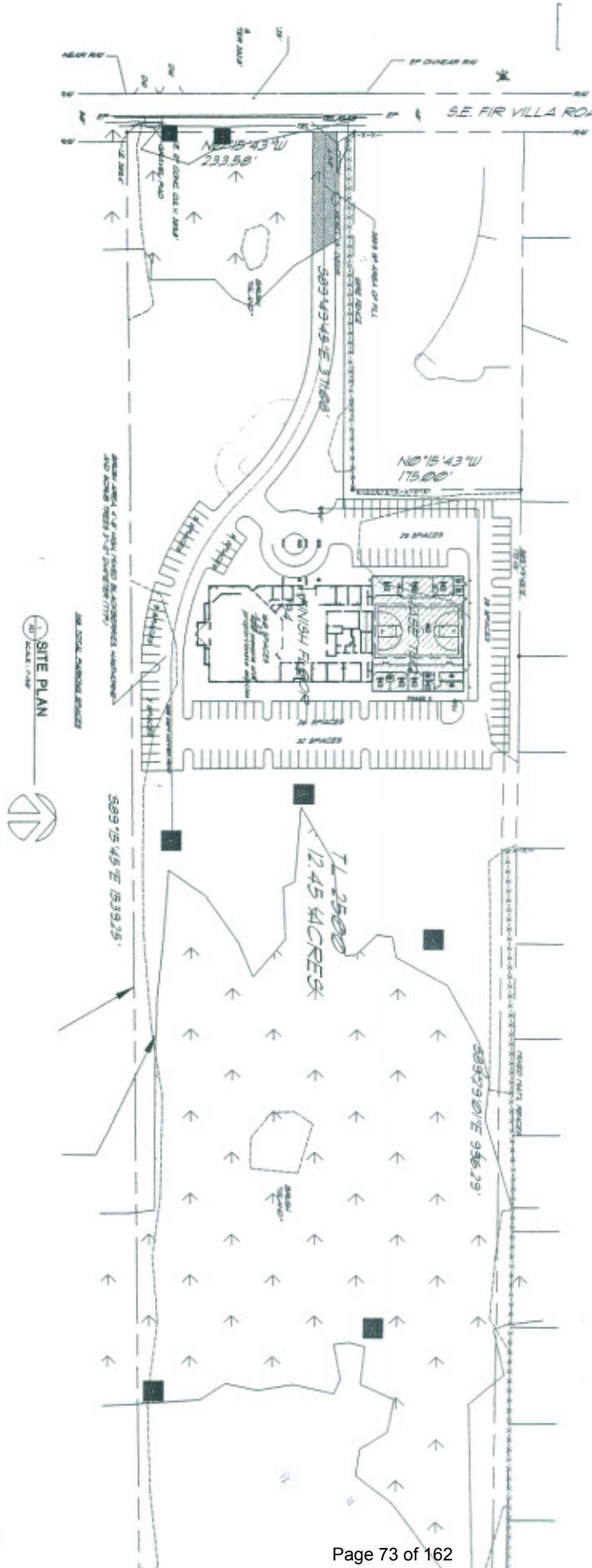
Approximately 60 days for applications scheduled before the Planning Commission.

COMPLETE APPLICATION REQUIREMENTS:

1. Plot Plan drawn to scale on 8.5" x 11" or 8.5" x 14" paper, showing the property and your proposal. See sample plot plan.
2. Building Profile of proposed new or remodeled structures as appropriate.
3. Buffer Analysis Map and Property Ownership List containing the properties within 100' of the subject property obtained from the Polk County Assessor's Office.

cityplan

COMMUNITY DEVELOPMENT DEPARTMENT
187 SE Court Street • Dallas, OR 97338 • (503) 831-3571



SITE PLAN
 SCALE 1" = 10'

MAP_TAXLOT	OWNER	AGENT	M_ADDRESS	M_CITY	M_STATE	ZIP	PRIMARY_SI
7527DD 4500	BADILLO UBALDO, L-EST	HARTMAN ALMA L	2065 LAURA LN SE	DALLAS	OR	97338	2065 LAURA LN SE DALLAS
7527DD 4600	STREETER DONALD J, TRUST ET AL	STREETER DONALD J ET AL, TRS ET AL	2109 LAURA LN SE	DALLAS	OR	97338	2109 LAURA LN SE DALLAS
7527DD 4700	BURBANK JOHN A & SHARI JEAN		2111 LAURA LN SE	DALLAS	OR	97338	2111 LAURA LN SE DALLAS
7527DD 4800	THOMMEN RUSSEL F ET AL, TRUST	THOMMEN RUSSELL F ET AL, TR	2121 LAURA LN SE	DALLAS	OR	97338	2121 LAURA LN SE DALLAS
7527DD 4900	PETERS SCOTT E & JILL M		P O BOX 47	DALLAS	OR	97338	2147 LAURA LN SE DALLAS
7527DD 5000	SANDERS LAVERNE & DON K		2169 LAURA LN SE	DALLAS	OR	97338	2169 LAURA LN SE DALLAS
7527DD 5100	KLUTING DENNIS M		2185 LAURA LN SE	DALLAS	OR	97338	2185 LAURA LN SE DALLAS
7527DD 5200	JAGER CHARLES F & GERTRUDE A		2205 LAURA LN SE	DALLAS	OR	97338	2205 LAURA LN SE DALLAS
7527DD 5300	BREEDEN ANTONY D & DUSTY L		2211 LAURA LN SE	DALLAS	OR	97338	2211 LAURA LN SE DALLAS
7527DD 5400	KUYKENDALL FRED H & SHIRLEY A		2225 LAURA LN SE	DALLAS	OR	97338	2225 LAURA LN SE DALLAS
7534A0 301	DALLAS DRIVE-IN, LLC		P O BOX 968	DALLAS	OR	97338	315 FIR VILLA RD SE DALLAS
7527DD 5500	FAST BRIAN A & MICHELE A		2241 LAURA LN SE	DALLAS	OR	97338	2241 LAURA LN SE DALLAS
7527DD 5600	HOLT RITA I		2265 LAURA LN	DALLAS	OR	97338	2265 LAURA LN SE DALLAS
7526CC 1302	NEELEY JOHN M & TINA C		225 ORCHARD VIEW LN SE	DALLAS	OR	97338	225 ORCHARD VIEW LN SE DALLAS
7526CC 1300	ANDREWS BONNIE V		255 ORCHARD VIEW LN SE	DALLAS	OR	97338	255 ORCHARD VIEW LN SE DALLAS
7534A0 300	PUETT GERALD & PUETT JULIA A		301 FIR VILLA RD SE	DALLAS	OR	97338	301 FIR VILLA RD SE DALLAS
7534A0 2501	RODENFELS LIVING TRUST	RODENFELS DONALD J ET AL, TRS	280 FIR VILLA RD SE	DALLAS	OR	97338	280 FIR VILLA RD SE DALLAS
✓ 7534A0 2500	TRINITY LUTHERAN CHURCH OF DALLAS		450 WASHINGTON ST SE	DALLAS	OR	97338	
7535BB 2800	MCINTOSH BARBARA ANN		299 ORCHARD VIEW LN SE	DALLAS	OR	97338	299 ORCHARD VIEW LN SE DALLAS
7535BB 2700	LEFLEY FAMILY TRUST	LEFLEY VERNON ET AL, CO-TRS	315 ORCHARD VIEW LN SE	DALLAS	OR	97338	315 ORCHARD VIEW LN SE DALLAS
7535BB 2600	GREENE PHYLLIS C		345 ORCHARD VIEW LN SE	DALLAS	OR	97338	345 ORCHARD VIEW LN SE DALLAS
7534A0 400	HOUSING AUTH-URB RENEW AG/PCO		P O BOX 467	DALLAS	OR	97338	395 FIR VILLA RD SE DALLAS
7535BB 2500	HOLBEN W L & KAREN L		395 ORCHARD VIEW LN SE	DALLAS	OR	97338	395 ORCHARD VIEW LN SE DALLAS
7534A0 500	HOUSING AUTH-URB RENEW AG/PCO DUPL		P O BOX 467	DALLAS	OR	97338	405 FIR VILLA RD SE DALLAS
7534A0 2400	HENDERSON BROCK & JANE F		430 FIR VILLA RD SE	DALLAS	OR	97338	430 FIR VILLA RD SE DALLAS
7535BB 2300	CLAYTON LIVING TRUST	CLAYTON HAROLD E & CLAYTON NINA R, TRS	415 ORCHARD VIEW LN SE	DALLAS	OR	97338	415 ORCHARD VIEW LN SE DALLAS
7534A0 803	SCHNEIDER JOHN N & LUCILLE B		435 FIR VILLA RD SE	DALLAS	OR	97338	435 FIR VILLA RD SE DALLAS
7534A0 2401	FITZGERALD GARY L & KIMBERLY M		490 FIR VILLA RD SE	DALLAS	OR	97338	490 FIR VILLA RD SE DALLAS

✓ = Appl.

26

Trinity Lutheran Church - Conditional Use 6/12/07

**STAFF REPORT
DATE: JUNE 5, 2007**

FILE NO.	CU 2-07
HEARING DATE	JUNE 12, 2007 7:30 P.M. CITY HALL COUNCIL CHAMBERS 187 SE COURT STREET DALLAS, OREGON 97338
OWNER	DALLAS MENNONITE RETIREMENT VILLAGE
REQUEST	ASSISTED LIVING FACILITY
LOCATION	310 W. ELLENDALE AVENUE
RECOMMENDATION	APPROVAL WITH CONDITIONS

**CITY OF DALLAS
PLANNING COMMISSION
COMMUNITY DEVELOPMENT TEAM
STAFF REPORT**



HEARING DATE: JUNE 12, 2007
APPLICATION TYPE: CONDITIONAL USE
OWNERS: DALLAS MENNONITE RETIREMENT VILLAGE
APPLICATION: 20 ADDITIONAL HOUSING UNITS - ASSISTED LIVING FACILITY
LOCATION: 310 W. ELLENDALE AVENUE

PROJECT DESCRIPTION: This is a request by the Dallas Mennonite Retirement Community, Inc. to build 20 units that include 2 quadplexes, 4 duplexes and 4 single family homes on the Retirement Community property. The proposed units range in size from 1,280 to 1,500 square feet and will match the current senior housing design for single family housing.

Zoning:	RS – Residential Single Family
Comprehensive Plan Map No. 1 Land Use Designation:	Residential
Floodplain:	The subject property is not located in the 100-year floodplain. The property is not located on the National Wetlands Inventory Map for wetlands.
Adjacent Land Uses:	Residential

PUBLIC FACILITIES:

Street. Existing access to the subject property is from W. Ellendale Avenue, NW Jasper Street and NW Brentwood Avenue that are 36’ paved local streets, NW Lange Street a 30’ paved local street with access to W Ellendale, and the main access is from a driveway off of W Ellendale Avenue. Traffic flow is projected to travel through the existing private street that serves the retirement village.

Section 4.2.30 Street Standards
 Complies. The residential street is improved to residential street standards.

FINDINGS: The street system is adequate to serve the subject property.

Water. Existing is a 10” CI water line in W. Ellendale Avenue and a 6” DI through the property to serve the property.

Section 3.2.30 (5) Adequate Public Facilities
 Complies. The residences can be serviced with an approved water service.

FINDINGS: The water system is adequate to serve the subject property.

Sanitary. An existing 8” conc. sanitary line in W. Ellendale Ave. and a 8” PVC sanitary line located in NW Brentwood Avenue, which serves the property.

Section 3.2.30 (5) Adequate Public Facilities
 Complies. The residences can be serviced with an approved sanitary sewer system.

FINDINGS: The sanitary sewer system is adequate to serve the subject property.

Storm. Existing is a 18" conc, storm line in NW Brentwood Avenue and an existing 8" storm line on site to serve the subject property.

Section 3.2.30 (5) Adequate Public Facilities
Complies. The residences can be serviced with an approved storm system.

FINDINGS: The storm system is adequate to serve the subject property.

Public Notice. The City has provided public notice identifying the owner/applicant, describing the project, location, and the scheduled date of the public hearing. The notice has been mailed to all property owners within 100 feet of the subject property.

FINDINGS: The public hearing notice requirements have been met.

Standards for Review:

City of Dallas Development Code:

Article I Procedures:

1.3.40 Complete Application Required

Complies. A complete application has been filed.

1.3.60-1.3.140 Public Hearings

Complies. Proper notice was issued.

Article II Zoning Districts and Use Categories:

Chapter 2.2 Single Family Residential Zoning District

2.2.40 Uses Allowed

Complies. The proposed use is an allowed conditional use in the zone.

Article III Specific Land Use Review Procedures:

Chapter 3.2 Development Review

Complies. The applicant has submitted a proper site plan for review.

Chapter 3.4 Conditional Uses

Complies. The applicant has applied for a Conditional Use request.

Conclusions: The staff has concluded the following regarding this Conditional Use request:

- 1) A proper application has been made and hearing notice given.
- 2) The application is in conformance with the standards listed above.

Summary and Conditions:

If it appears to the Planning Commission that based on the findings of facts the criteria for approval have been met, then this Conditional Use request could be approved subject to the following suggested conditions:

- 1) That the project must be completed in accordance with the plans and specifications, documents, and all other information presented to/or modified by the Planning Commission.
- 2) That the owner is aware that conditional use approvals are void after twelve months if substantial construction has not taken place or a one-time extension has not been granted.
- 3) That the final landscaping and tree plan will need to be approved by the city prior to the issuance of building permits and be installed prior to occupancy.
- 4) That the proposed building roof drains be connected to an approved public storm system.

Respectfully submitted,
Community Development Team



LAND USE APPLICATION

City of Dallas

187 SE Court Street

Dallas, OR 97338 • 503-831-3571

PLEASE TYPE OR PRINT IN INK ONLY

FOR STAFF USE ONLY

- SITE PLAN REVIEW:
 - PARKING
 - SITE DEVELOPMENT
- LOT LINE ADJ (Type I)
- ADJUSTMENT (Type II)

- CONDITIONAL USE (Type III)
- SUBDIVISION (Type III)
- PARTITION (Type III)
- VARIANCE (Type III)
- ANNEXATION (Type IV)
- COMP PLAN (Type IV)
- ZONE CHANGE (TYPE IV)
- UGB EXPANSION (TYPE IV)

File No: CU-2/07
 Date Received: 5/1/07
 Fee \$ 500.00
 Hearing Date: 6/12/07
 Staff Member: _____ / ll
 Zone: RS
 Comp. Plan: Single Family

APPLICANT INFORMATION

◆ Applicant-Please attach the following required information to this Land Use Application:

- Initial \$100 Pre-application Conference Fee. (DDC 1.3.30)
- Completed Supplemental Application and 2 copies of all maps and information (no larger than 11"x17".)
- Supplemental Land Use fee.
- Title Search that includes property deed and a legal description.
- Plot Plan drawn to scale.

Project Description Dallas Retirement Village Senior Housing Development (20 units)

Site Address 310 W Ellendale Avenue Total Land Area: approximately 4.2 acres

Present Use of Property Previous site of Dallas Health Center, current use empty property

OWNER(S):

Name(s) Dallas Mennonite Retirement Community Inc.

Mailing Address 377 NW Jasper Street City Dallas ST OR ZIP 97338

Applicant Phone: Work 503-623-1809 Mobile _____ Fax: 503-623-2901 Home _____

APPLICANT(S): (if not owner)

Name(s) David Parrett Executive Director

Mailing Address same as above City _____ ST _____ ZIP _____

Owner Phone: Work _____ Mobile _____ Fax: _____ Home _____

Applicant is: Legal Owner Contract Buyer Option Buyer Agent

I hereby certify the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.

Signatures (Required):

Owner(s)	Date	Applicant(s)	Date
	<u>04-31-07</u>		



SUPPLEMENTAL APPLICATION
CONDITIONAL USE
(Type III Procedure)

APPLICANT INFORMATION

Fee: \$500.00

Name Dallas Mennonite Retirement Community Date 04/31/07

CONDITIONAL USE PERMIT:

The Dallas Development Code specifically identifies certain types of land uses that may be allowed in each zoning district. A Conditional Use is a type of land use that may only be allowed after a review to evaluate the potential impacts of the use and to determine if the use is appropriate and compatible in the area.

NEEDED FOR APPROVAL:

All conditional use permits are discretionary and MAY be permitted after evaluation according to criteria in the Dallas Development Code. The Planning Commission must make written findings to support their decision. The applicant is responsible for providing evidence to support the conditional use request, according to the criteria in Article III, Section 3.4, of the Dallas Development Code.

CHANCES FOR APPROVAL:

Staff cannot predetermine the decision on this or any application. A decision of approval or denial will only be made after the complete application is processed. This includes review of citizen and agency comments. The decision is based on criteria appropriate to this application as listed in the code. In order to address the necessary criteria, the information requested in this supplemental application should be as thorough and complete as possible.

APPLICATION PROCESS:

Conditional use permits are subject to the public hearing process and public notice. Public comments received from property owners, agencies and other interested parties may affect the decision on the application. Special conditions may be attached to any approval. All Conditional Use applications are reviewed at a public hearing before the Dallas Planning Commission. The Planning Commission's decision may be appealed to the Dallas City Council, and to the State Land Use Board of Appeals (LUBA).

HOW LONG IT MAY TAKE TO GET A FINAL DECISION ON AN APPLICATION:

Approximately 60 days for applications scheduled before the Planning Commission.

COMPLETE APPLICATION REQUIREMENTS:

1. Plot Plan drawn to scale on 8.5" x 11" or 8.5" x 14" paper, showing the property and your proposal. See sample plot plan.
2. Building Profile of proposed new or remodeled structures as appropriate.
3. Additional Information
 - A. Number of people (employees, students, congregation, clients, etc.) associated with the proposed use.
Total project has 20 units for retirement aged residents average occupancy per unit is 1.5.
 - B. Days and hours of operation.
Residential Homes

COMMUNITY DEVELOPMENT DEPARTMENT
187 SE Court Street • Dallas, OR 97338 • (503) 831-3571

Rev. 4/06

- C. Buildings, vehicles, equipment, and materials associated with the proposed use.
20 units (2 quadplexes; 4 duplexes; and 4 single family homes)
- D. If changes are going to occur to the exterior of the building or if there will be changes in the use of the land, then provide:
 - 1. Building elevations and plot plan. **enclosed**
 - 2. Plans for (a) off-street parking; (b) drainage; (c) landscaping; (d) egress and ingress to property; (e) sign location and size. **Please see enclosed plans for details. Landscaping will match existing retirement community design. Business sign will be similar in size to existing sign along Ellendale Avenue.**

JUSTIFICATION CRITERIA: See relevant code sections for specific requirements. Then answer the following questions:

- 1. Site Characteristics – Why are the characteristics of the site suitable for the proposed use considering size, shape, location, topography, and existence of improvements and natural features?

The new residential units will match the current retirement community senior housing design for single homes, duplexes and quadplexes. The campus design is to house the multi-residential units towards the center of the campus with single homes and duplexes placed on the outer sections to match the existing Dallas residential neighborhoods. Overall the current 26 residential units have been very attractive and the resident population makes great neighbors in the community.

- 2. Timeliness – Why is the site and proposed development timely, considering the adequacy of the transportation systems, public facilities and services existing or planned for the area affected by the use?

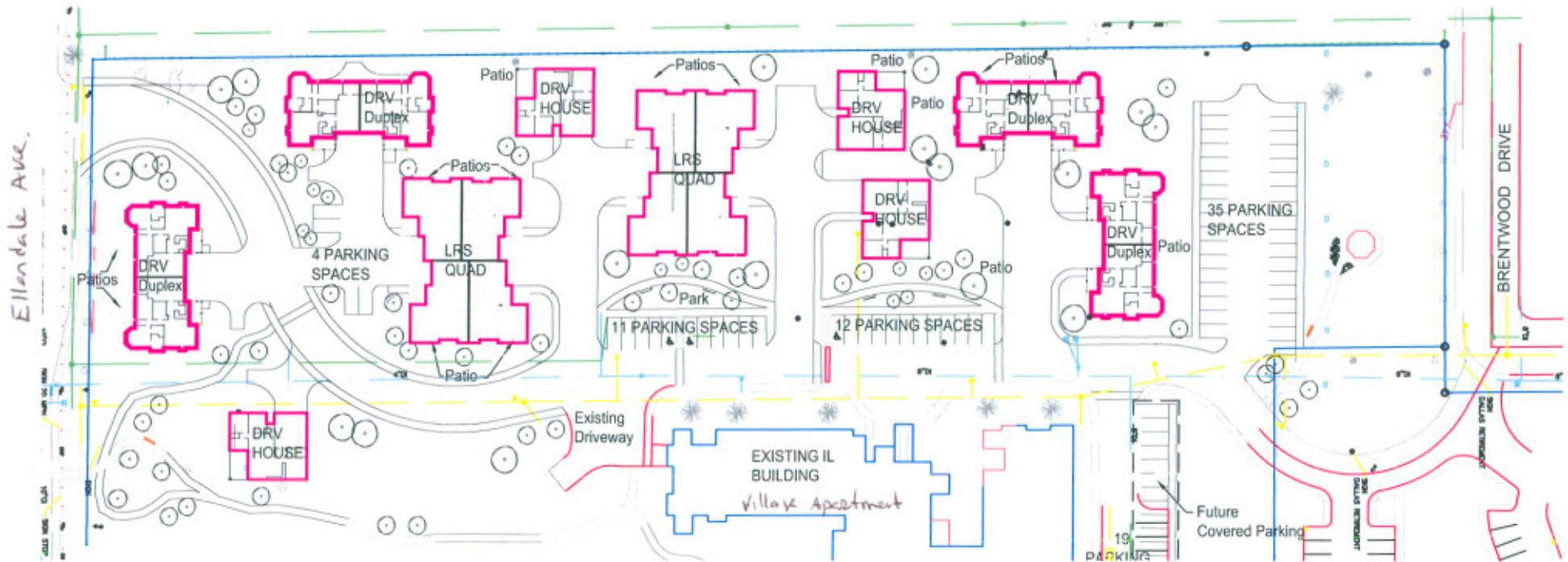
The resident population that uses these units at Dallas Retirement Village are either single dwellers or couples. They do not drive as much as the common household in Dallas and when they do usually use non-peak driving times for their trips. All of the units proposed will be located within the DRV campus on private streets.

- 3. Compatibility with Surrounding Area – Will the proposed use affect property values in the surrounding area, and if so, in what way? Explain and show how the building design or land use will be compatible with existing development or designated land use. Are property owners in the area in favor of this proposal? (Applicant may want to get letters or a petition from neighbors indicating their support or have them testify at the hearing.)

The proposed units range from 1,280 to 1,500 square feet in size and are built in a beautiful craftsman size design. The landscaping is very attractive and overall the units will add value to the surrounding neighborhoods.

- 4. Plan Goals and Policies – How would the proposal satisfy the goals and policies of the Comprehensive Plan that apply to the proposed use?

This project is in compliance with the city's comprehensive plan.



RESIDENTIAL UNITS:

- 2 Quadplexes- 8 Two-Bedroom Units (LRS Design)
- 4 Duplexes- 8 Two-Bedroom Units (DRV Design)
- 4 Houses- 5 Three-Bedroom Units (DRV Design)
- 20 Total New Residential Units**

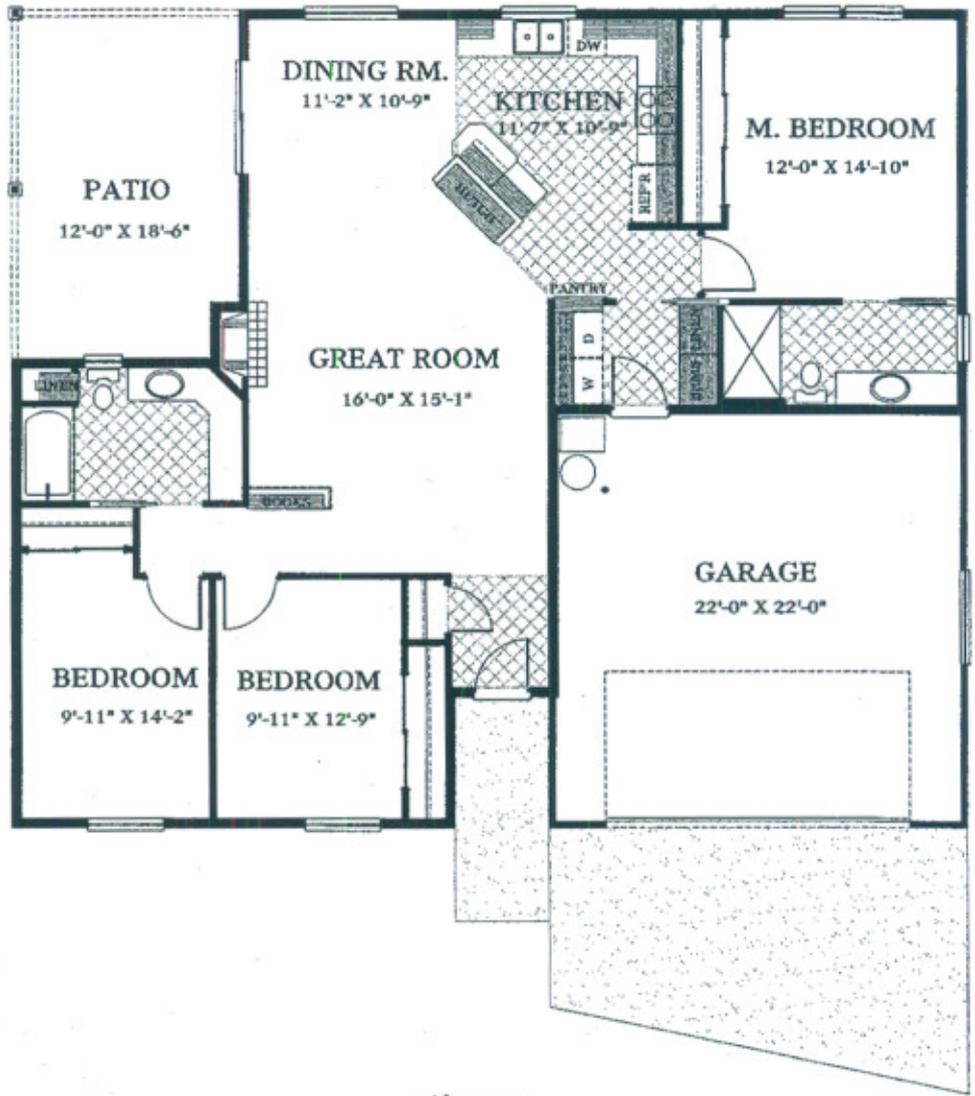
PARKING:

- 83 Existing Spaces
- (46) Remove Existing Spaces
- 37 Existing Spaces
- + 62 Add New Spaces
- 99 TOTAL PARKING SPACES**

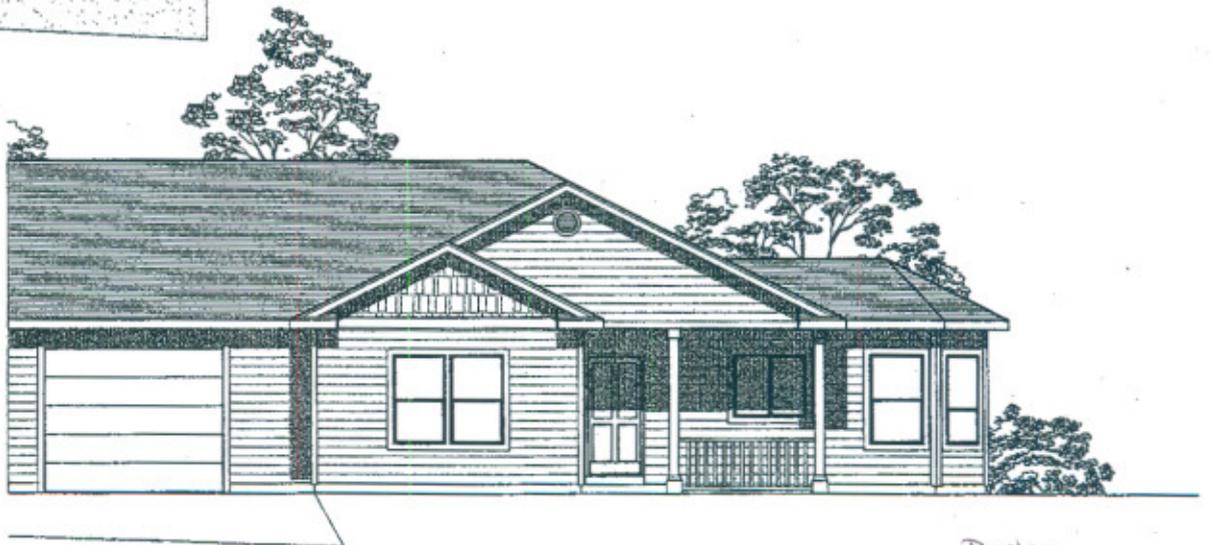
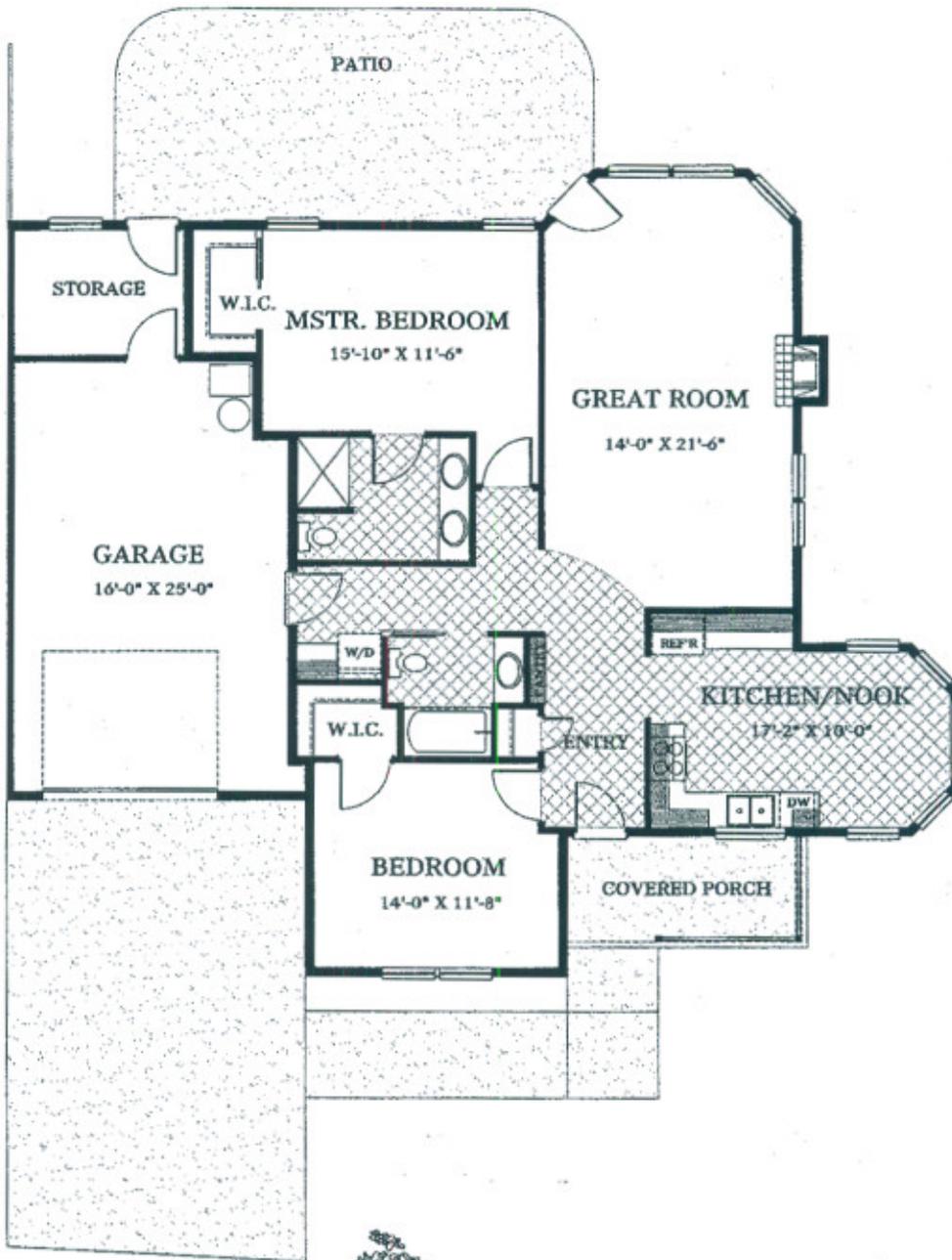
PROPOSED SITE PLAN-Option D

SCALE: 1" = 100'-0"

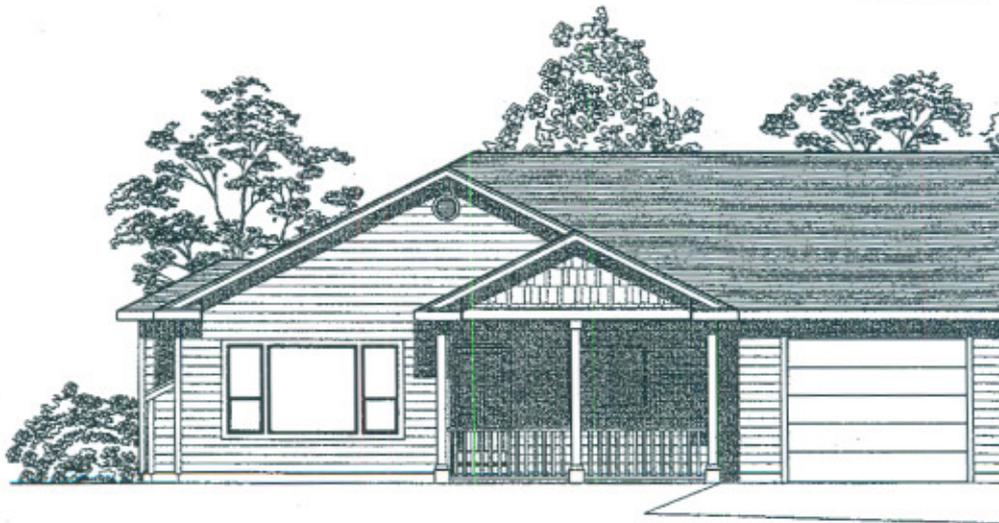
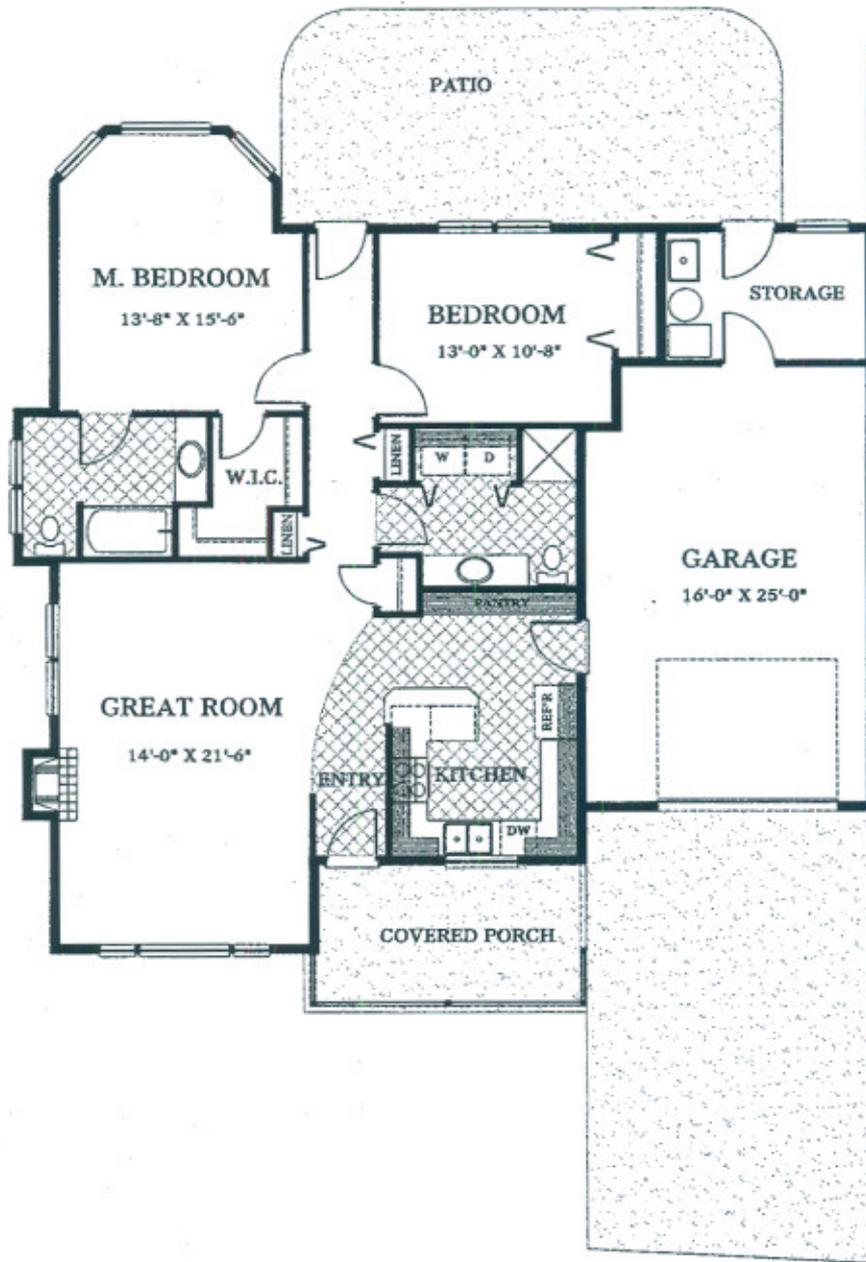




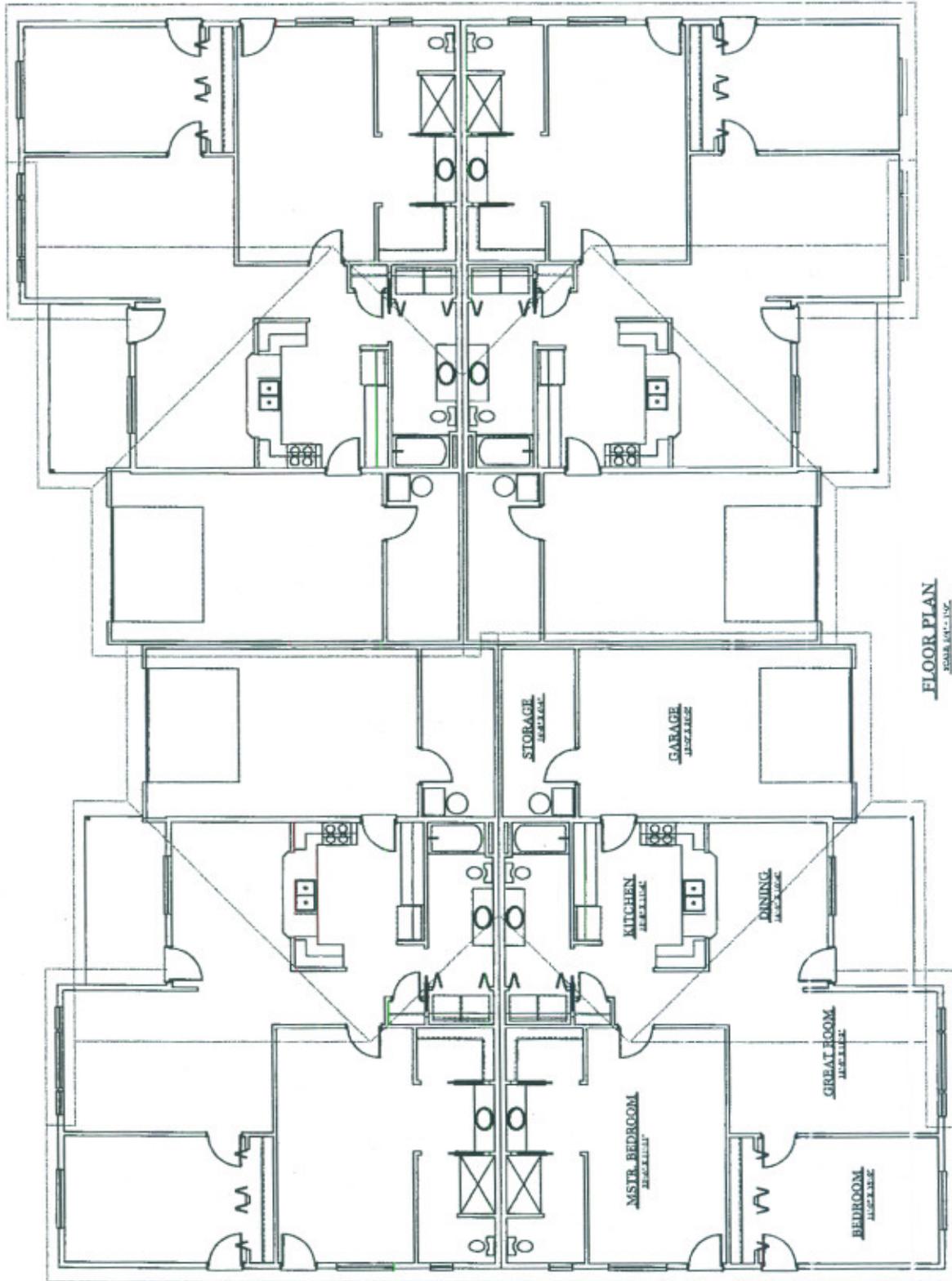
Single Home



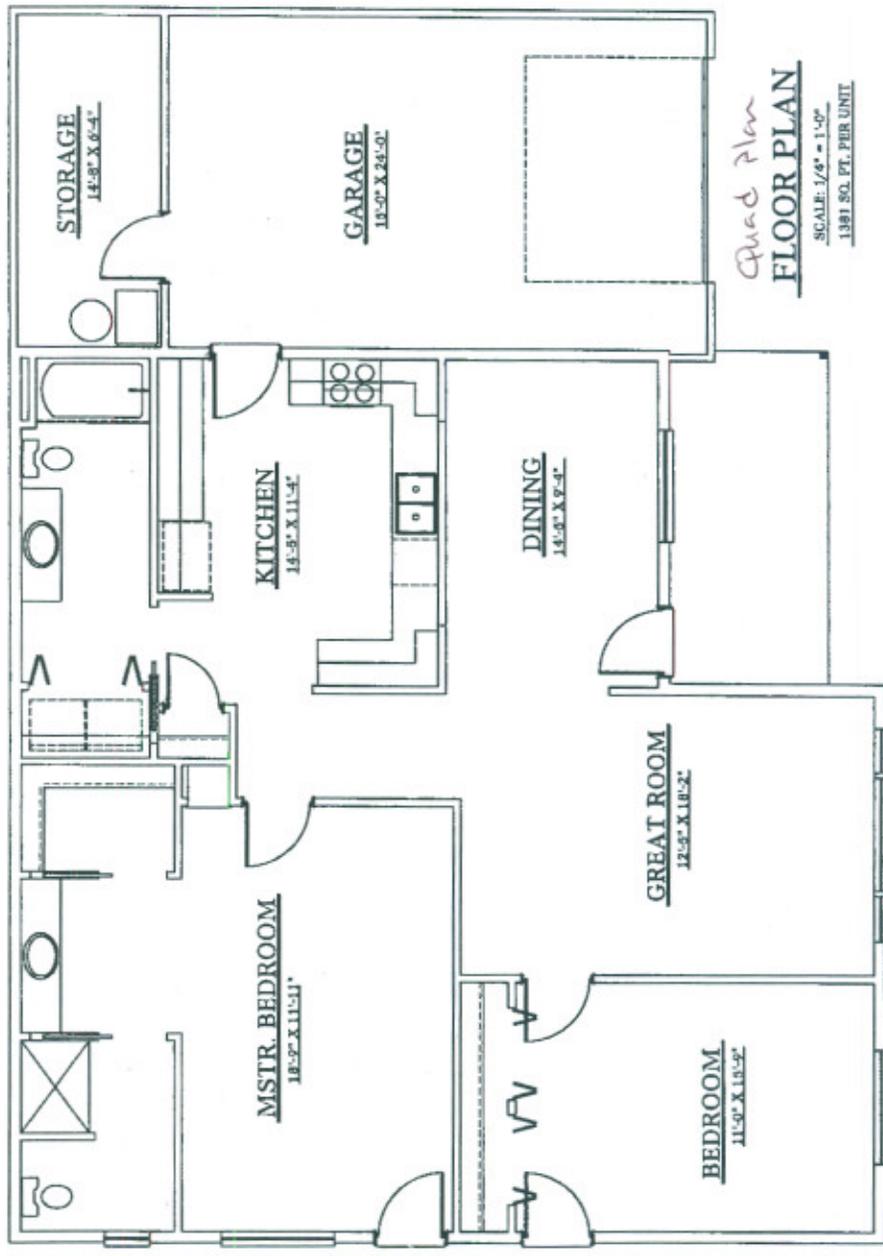
Duplex



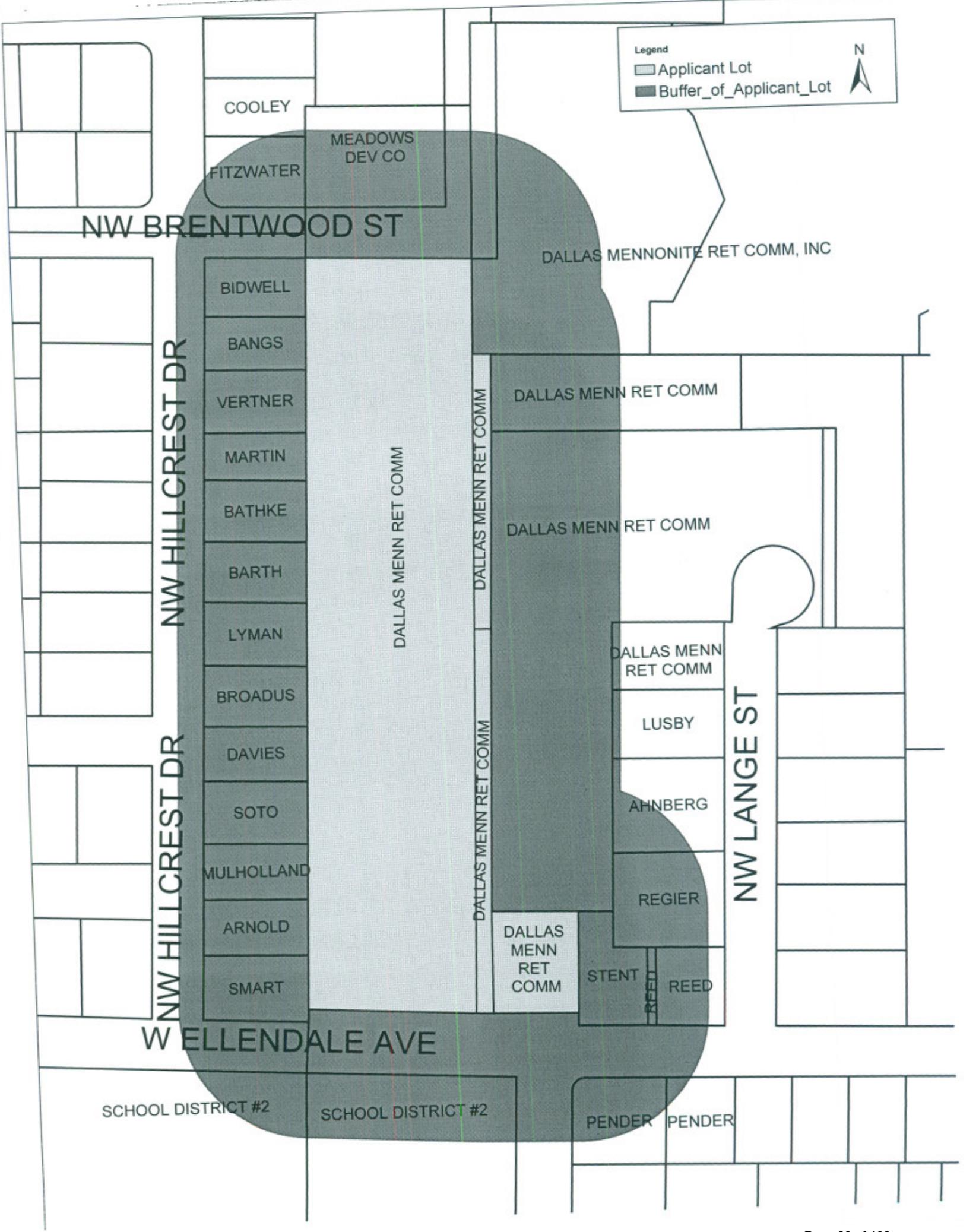
Duplex



FLOOR PLAN
JAMES W. HARRIS, INC.
JULIAN, KY 40526



Quad Plan
FLOOR PLAN
SCALE: 1/4" = 1'-0"
1381 SQ. FT. PER UNIT.



Legend

- Applicant Lot
- Buffer_of_Applicant_Lot

N
↑

NW BRENTWOOD ST

NW HILLCREST DR

NW HILLCREST DR

NW LANGE ST

W ELLENDALE AVE

SCHOOL DISTRICT #2

SCHOOL DISTRICT #2

PENDER PENDER

MAP_TAXLOT	OWNER	AGENT	M_ADDRESS	M_CITY	M_STATE	ZIP	PRIMARY_SI
7528C0 911	DALLAS MENNONITE RET COMM, INC DUPL		377 JASPER ST NW	DALLAS	OR	97338	340 BRENTWOOD AVE NW DALLAS (M)
7529DB 5500	COOLEY JASON J & TRACY M		316 HILLCREST DR NW	DALLAS	OR	97338	316 HILLCREST DR NW DALLAS
7529DD 402	MEADOWS DEVELOPMENT COMPANY		377 JASPER ST NW	DALLAS	OR	97338	325 TILGNER LN NW DALLAS (M)
7529DB 5600	FITZWATER DEAN & BETH		665 WALNUT AVE SE	DALLAS	OR	97338	376 BRENTWOOD AVE NW DALLAS (M)
7529DC 100	BIDWELL ARLIN L & SHARON KAY		294 HILLCREST DR NW	DALLAS	OR	97338	294 HILLCREST DR NW DALLAS
✓7529DD 400	DALLAS MENNONITE RET COMM, INC		377 JASPER ST NW	DALLAS	OR	97338	345 TILGNER LN NW DALLAS (M)
7529DC 112	BANGS ROBERT J & JEANETTE L		282 HILLCREST DR NW	DALLAS	OR	97338	282 HILLCREST DR NW DALLAS
✓7529DD 6700	DALLAS MENN RETRMNT COMM, INC		377 JASPER ST NW	DALLAS	OR	97338	
7529DD 510	DALLAS MENNONITE RETIREMENT COMM, INC DUPL		377 JASPER ST NW	DALLAS	OR	97338	
7529DC 111	VERTNER BARRY L		270 HILLCREST DR NW	DALLAS	OR	97338	270 HILLCREST DR NW DALLAS
7529DC 107	MARTIN JAMES W JR & BERTA L		258 HILLCREST DR NW	DALLAS	OR	97338	258 HILLCREST DR NW DALLAS
7529DD 507	DALLAS MENN RETRMNT COMM, INC DUPL		377 JASPER ST NW	DALLAS	OR	97338	310 ELLENDALE AVE W DALLAS (M)
7529DC 106	BATHKE CALVIN R & SUSAN J		244 HILLCREST DR NW	DALLAS	OR	97338	244 HILLCREST DR NW DALLAS
7529DC 109	BARTH MARY JO & BROADUS M ETAL		232 HILLCREST DR NW	DALLAS	OR	97338	232 HILLCREST DR NW DALLAS
7529DC 108	LYMAN STANN R & CHARLOTTE		218 HILLCREST DR NW	DALLAS	OR	97338	218 HILLCREST DR NW DALLAS
7529DD 501	DALLAS MENN RETRMNT COMM, INC DUPL		377 JASPER ST NW	DALLAS	OR	97338	191 LANGE ST NW DALLAS
✓7529DD 6800	DALLAS MENNONITE RET COMMUNITY		377 JASPER ST NW	DALLAS	OR	97338	
7529DC 105	BROADUS DARREL E & MARITA JO		206 HILLCREST DR NW	DALLAS	OR	97338	206 HILLCREST DR NW DALLAS
7529DD 502	LUSBY MARK E & WENDY L		175 LANGE ST NW	DALLAS	OR	97338	175 LANGE ST NW DALLAS
7529DC 104	DAVIES DARAND A		194 HILLCREST DR NW	DALLAS	OR	97338	194 HILLCREST DR NW DALLAS
7529DD 505	AHNBERG VERNA D, TRUST	AHNBERG VERNA D, TR	283 OAK ST SE	DALLAS	OR	97338	147 LANGE ST NW DALLAS (M)
7529DC 103	SOTO JOE		174 HILLCREST DR NW	DALLAS	OR	97338	174 HILLCREST DR NW DALLAS
7529DC 101	MULHOLLAND THOMAS W & HELEN M		150 HILLCREST DR NW	DALLAS	OR	97338	150 HILLCREST DR NW DALLAS
7529DD 503	REGIER R A, LIVING TRUST	REGIER R A, TR	135 LANGE ST NW	DALLAS	OR	97338	135 LANGE ST NW DALLAS
7529DC 102	ARNOLD LUELLA V, TR		132 HILLCREST DR NW	DALLAS	OR	97338	132 HILLCREST DR NW DALLAS
✓7529DD 500	DALLAS MENN RETRMNT COMM, INC		377 JASPER ST NW	DALLAS	OR	97338	
7529DD 504	STENT RODNEY & ROSALEE LOUISE		294 ELLENDALE AVE W	DALLAS	OR	97338	294 ELLENDALE AVE W DALLAS
7529DC 200	SMART KENNETH & ELLEN		112 HILLCREST DR NW	DALLAS	OR	97338	112 HILLCREST DR NW DALLAS
7529DD 600	REED LISA J		286 ELLENDALE AVE W	DALLAS	OR	97338	
7529DD 601	REED LISA J DUPL		286 ELLENDALE AVE W	DALLAS	OR	97338	286 ELLENDALE AVE W DALLAS
7529DC 3000	SCHOOL DISTRICT #2		111 ASH ST SW	DALLAS	OR	97338	
7529DD 6500	SCHOOL DISTRICT #2 DUPL		111 ASH ST SW	DALLAS	OR	97338	185 LEVENS ST SW DALLAS
7529DD 2801	PENDER FRANK JR		2171 PIONEER RD	DALLAS	OR	97338	295 ELLENDALE AVE W DALLAS
7529DD 2700	PENDER FRANK JR DUPL		2171 PIONEER RD	DALLAS	OR	97338	

✓ Appl

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Dallas Retirement Village - Conditional Use - 6-12-07

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**STAFF REPORT
DATE: JUNE 5, 2007**

FILE NO.	PART 5-07
HEARING DATE	JUNE 12, 2007 7:30 P.M. CITY HALL COUNCIL CHAMBERS 187 SE COURT STREET DALLAS, OREGON 97338
OWNER	GLENN & BETTY WIENSZ, GARY SUDERMAN
REQUEST	2-LOT PARTITION
LOCATION	987 W. ELLENDALE
RECOMMENDATION	APPROVAL WITH CONDITIONS

**CITY OF DALLAS
PLANNING COMMISSION
COMMUNITY DEVELOPMENT TEAM
STAFF REPORT**



HEARING DATE: JUNE 12, 2007
APPLICATION TYPE: PARTITION
OWNERS: GLENN & BETTY WIENSZ, GARY SUDERMAN
APPLICATION: 2 LOT PARTITION
LOCATION: 987 W. ELLENDALE

PROJECT DESCRIPTION: This is a request to partition a 14,000 square foot property into 2 lots with a 14' lot line adjustment with 1047 W. Ellendale Avenue. The lots approximate size are 6,400 and 7,600 square feet, with an existing house remaining on lot 1.

Zoning:	RS – Residential Single Family
Comprehensive Plan Map No. 1 Land Use Designation:	Single Family
Floodplain:	The subject property is not located in the 100 year floodplain or located on the National Wetlands Inventory Map for wetlands
Adjacent Land Uses:	Residential Single Family
Size:	14,000 square feet

PUBLIC FACILITIES:

Street. Adjoining the subject property on the north side is W. Ellendale Avenue an improved arterial street with curbs and sidewalks.

Section 4.2.30 Street Standards

Complies. The street is improved to serve the proposed development.

FINDINGS: The street system is adequate to serve the subject property.

Water. Existing is a 8" CI line in W. Ellendale Avenue.

Section 3.2.30 (5) Adequate Public Facilities

Complies. The lots can be serviced with an approved water service.

FINDINGS: The existing water system is adequate to serve the subject property.

Storm. Existing is a 24' storm line in W. Ellendale Avenue.

Section 3.2.30 (5) Adequate Public Facilities

Complies. The lots can be serviced with an approved storm system.

FINDINGS: The storm system is adequate to serve the subject property.

Sanitary. Existing is an 8" conc. sanitary line in W. Ellendale Ave.

Section 3.2.30 (5) Adequate Public Facilities

Complies. The lots can be serviced with an approved sanitary sewer system.

FINDINGS: The sanitary sewer system is adequate to serve the subject property.

- General Criteria.
- All Public improvements must be constructed according to City Standards and Specifications.
 - The owners/applicant have signed and record at the Polk County Clerk’s office a notice to potential purchasers of the proposed lots that approval does not guarantee the availability of building permits.
 - The owners/applicant are aware that building permits will be allocated as per Ordinance #1635, Public Facilities Strategy, and the owners have signed and record a notice to that effect at the Polk County Clerk’s Office.
 - Any fill placed on the lots must be an engineer-controlled fill with separation of vegetative material from the select compacted material.

Public Notice: The City has provided public notice identifying the owner/applicant, describing the project, location, and the scheduled date of the public hearing. The notice has been mailed to all property owners within 100 feet of the subject property.

FINDINGS: The public hearing notice requirements have been met.

Standards for Review:

Standards:	Zoning-RS-Residential Single Family
Front Setback	20’
Rear Setback	25’
Street Side Yard	15’
Side Setback	5’
Min. Lot Width	60’
Min. Lot Area	6,000 Sq. Ft.
Avg. Maximum Lot Size	10,000 Sq. Ft.
Max. Building Lot Coverage	35%
Max. Building Height	24’

Dallas Development Code

Article I Procedures:

Chapter 1.2 Definitions

Chapter 1.3 Land Use Decision

1.3.10 Land Use Decision Procedures

1.3.40 Complete Application Required

1.3.60-1.3.140 Public Hearings

Article II Zoning Districts and Use Categories:

Chapter 2.2 Single Family Residential Zoning Districts

2.2.40 Uses Allowed

2.2.50-2.2.60 Standards in Single Family Zones

Chapter 2.7 Land Use Categories

Article III Specific Land Use Review Procedures:

Chapter 3.2 Development Review

Chapter 3.3 Land Divisions and Development

Article IV Development Standards:

Chapter 4.1 General Development Standards

Chapter 4.2 Street & Accessway Design

Chapter 4.4 Landscaping and Screening

Chapter 4.6 Public Right-of-way Landscaping Requirements

Conclusions:

The staff has concluded the following regarding this Partition request:

- 1) A proper application has been made and hearing notice given.
- 2) The application is in conformance with the standards listed above.
- 3) A Partitioning plat must be filed within one year.

Summary and Conditions:

If it appears to the Planning Commission that based on the findings of facts the criteria for approval have been met, then this partitioning request could be approved subject to the following suggested conditions:

- 1) That the project must be completed in accordance with the general criteria, plans and specifications, documents, and all other information presented to/or modified by the Planning Commission.
- 2) That the plat for this partitioning be filed and recorded within one year.
- 3) That street trees be planted along the street right-of-way at 30' intervals.

COMMUNITY DEVELOPMENT TEAM



LAND USE APPLICATION

City of Dallas
187 SE Court Street
Dallas, OR 97338 • 503-831-3571

PLEASE TYPE OR PRINT IN INK ONLY

FOR STAFF USE ONLY

- | | | |
|---|---|--|
| <input type="checkbox"/> SITE PLAN REVIEW:
___ PARKING
___ SITE DEVELOPMENT | <input type="checkbox"/> CONDITIONAL USE (Type III)
<input type="checkbox"/> SUBDIVISION (Type III)
<input checked="" type="checkbox"/> PARTITION (Type III)
<input type="checkbox"/> VARIANCE (Type III)
<input type="checkbox"/> ANNEXATION (Type IV)
<input type="checkbox"/> COMP PLAN (Type IV)
<input type="checkbox"/> ZONE CHANGE (TYPE IV)
<input type="checkbox"/> UGB EXPANSION (TYPE IV) | File No: <u>PTN/5-07</u>
Date Received: <u>5/11/07</u>
Fee \$ <u>600.00</u>
Hearing Date: <u>6/2/07</u>
Staff Member: <u> / </u>
Zone: <u>RS</u>
Comp. Plan: <u>SF</u> |
| <input type="checkbox"/> LOT LINE ADJ (Type I)
<input type="checkbox"/> ADJUSTMENT (Type II) | | |

APPLICANT INFORMATION

◆ Applicant-Please attach the following required information to this Land Use Application:

Initial

- ___ \$100 Pre-application Conference Fee, only as applicable. (DDC 1.3.30)
- ___ Completed Supplemental Application.
- ___ Supplemental Land Use fee.
- ___ Property deed with legal description. Land divisions also require a preliminary title search.
- ___ Plot Plan drawn to scale and a copy of any related information and/or maps. (No larger than 11"x17".)

Project Description partition & lot line adjustment

Site Address 987 W. Ellendale Total Land Area: 20,000 sq ft

Present Use of Property Residential

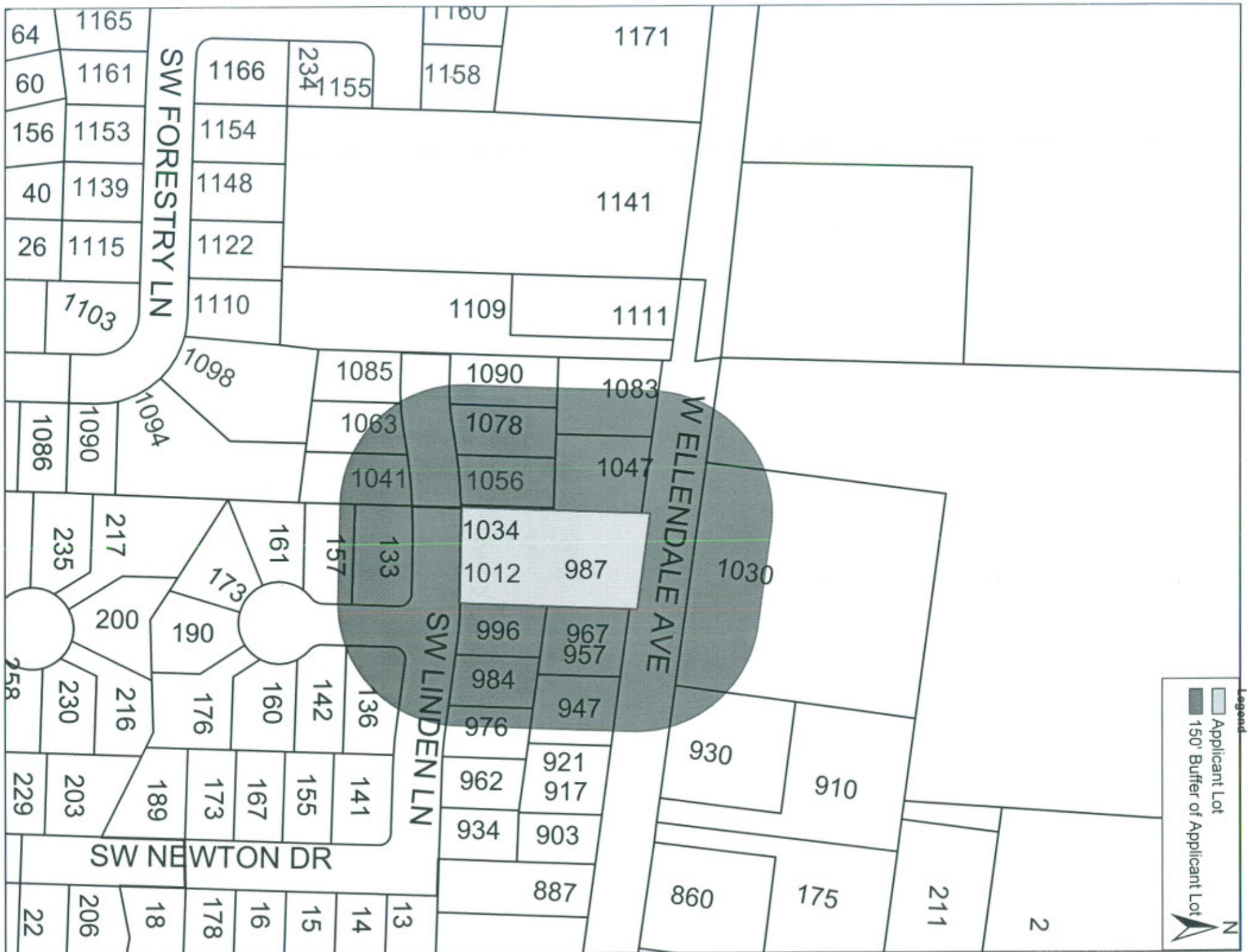
OWNER(S):
 Name(s) Gary Suderman & Genn & Betty Wiensz
 Mailing Address 395 Pioneer Rd City Dallas ST OR ZIP 97338
 Applicant Phone: Work 503-623-9436 Mobile 503-508-7711 Fax: 503-831-1490 Home _____

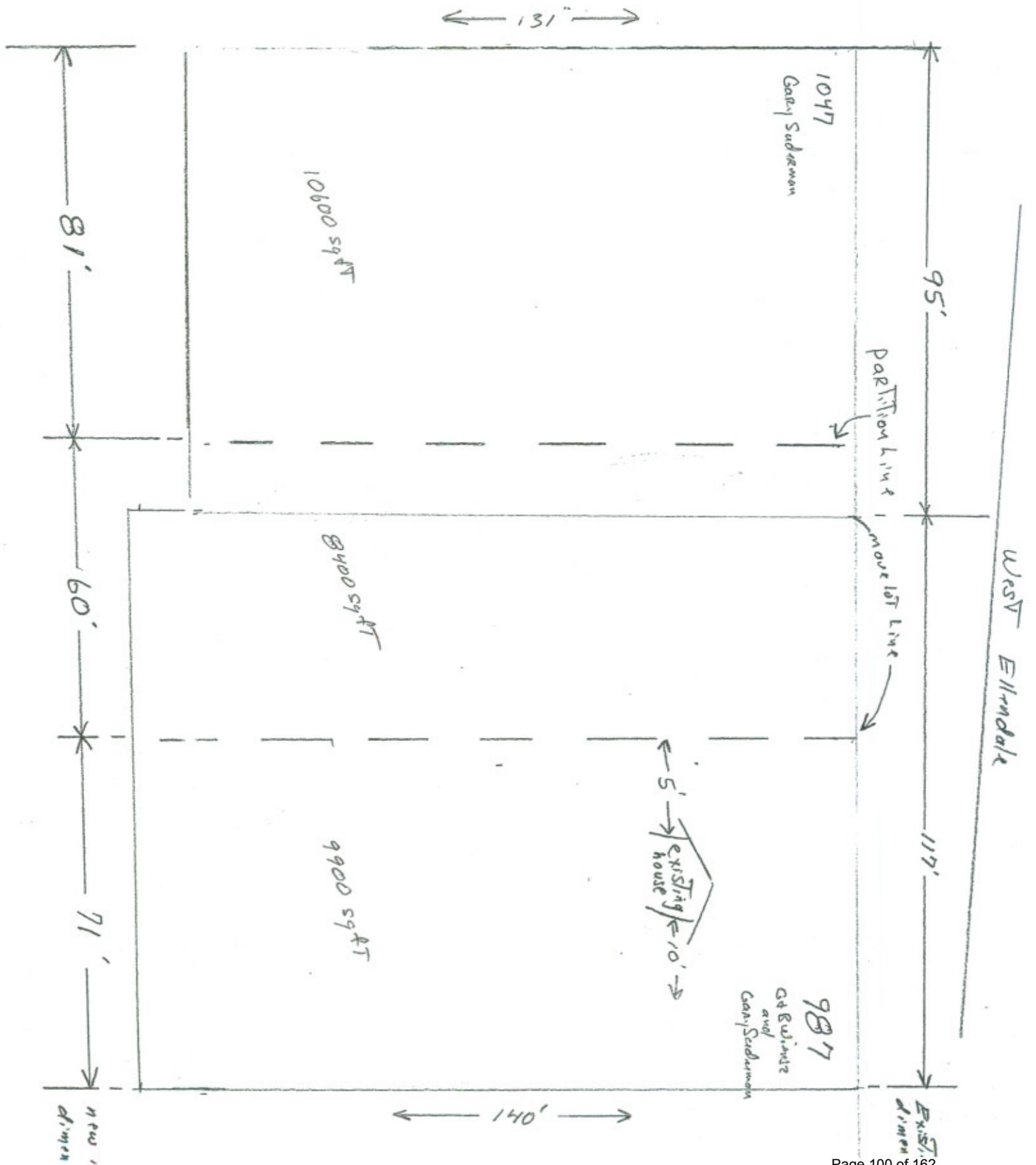
APPLICANT(S): (if not owner)
 Name(s) _____
 Mailing Address _____ City _____ ST _____ ZIP _____
 Owner Phone: Work _____ Mobile _____ Fax: _____ Home _____
 Applicant is: Legal Owner Contract Buyer Option Buyer Agent

I hereby certify the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.

Signatures (Required):
 Owner(s) Glen Swig Date 5-11-07 Applicant(s) Glen Swig Date 5-11-07
Betty J Wiensz







MAP_TAXLOT	OWNER	AGENT	M_ADDRESS	M_CITY	M_STATE	ZIP	PRIMARY_SI
7529CD 1400	BIRD LELAND L & SHIRLEY J		1080 ELLENDALE AVE W	DALLAS	OR	97338	1080 ELLENDALE AVE W DALLAS
7529CD 1200	PELTIER REAL ESTATE COMPANY		18500 ALLIED WAY	PHOENIX	AZ	85054	1030 ELLENDALE AVE W DALLAS
7529CD 1100	TRUEBLOOD DONALD C & LINDA K		170 ELLENDALE AVE W #103	DALLAS	OR	97338	930 ELLENDALE AVE W DALLAS
7529CD 8800	MATHEWS SHANNON D & SHANNON N		1083 ELLENDALE AVE W	DALLAS	OR	97338	1083 ELLENDALE AVE W DALLAS
7529CD 8900	SUDERMAN GARY B		2585 REUBEN BOISE RD	DALLAS	OR	97338	1047 ELLENDALE AVE W DALLAS
✓ 7529CD 1700	WIENSZ GLENN S & BETTY L ET AL		395 PIONEER RD	DALLAS	OR	97338	987 ELLENDALE AVE W DALLAS
7529CD 5500	RATZLAFF JOHN D & DOROTHY A		1559 40TH AVE NW	SALEM	OR	97304	957 ELLENDALE AVE W DALLAS (M)
7529CD 5600	RATZLAFF JOHN D & DOROTHY A DUPL		1559 40TH AVE NW	SALEM	OR	97304	947 ELLENDALE AVE W DALLAS
7529CD 9200	RIDDLE MICHAEL J & STEFANIE C		1301 HWY 99 W #331	MCMINNVILLE	OR	97128	1090 LINDEN LN SW DALLAS
7529CD 9100	RIDDLE MICHAEL J & STEFANIE C DUPL		1301 HWY 99 W #331	MCMINNVILLE	OR	97128	1078 LINDEN LN SW DALLAS
7529CD 9000	RIDDLE MICHAEL J & STEFANIE C DUPL		1301 HWY 99 W #331	MCMINNVILLE	OR	97128	1056 LINDEN LN SW DALLAS
7529CD 1601	SUDERMAN GARY B		2585 REUBEN BOISE RD	DALLAS	OR	97338	
7529CD 6000	CAMPOS MANUEL SR & EVA		996 LINDEN LN SW	DALLAS	OR	97338	996 LINDEN LN SW DALLAS
7529CD 6100	AYERS FLYNN E & SUSAN H		984 LINDEN LN SW	DALLAS	OR	97338	984 LINDEN LN SW DALLAS
7529CD 6200	CAMPOS ESTEBAN F & JESSICA		976 LINDEN LN SW	DALLAS	OR	97338	976 LINDEN LN SW DALLAS
7529CD 6500	HUSTED DARIN N & BETH T		133 CHAPMAN CT SW	DALLAS	OR	97338	133 CHAPMAN CT SW DALLAS
7529CD 9500	R SQUARED PROPERTIES, LLC		1301 HWY 99 W #331	MCMINNVILLE	OR	97128	1041 LINDEN LN SW DALLAS
7529CD 9400	RIDDLE MICHAEL J & STEFANIE C DUPL		1301 HWY 99 W #331	MCMINNVILLE	OR	97128	1063 LINDEN LN SW DALLAS
7529CD 7300	VANMETER JASON K & TRICIA		136 CHAPMAN CT SW	DALLAS	OR	97338	136 CHAPMAN CT SW DALLAS
7529CD 6600	REYFF LOUIS & BEVERLY, REVOCABLE TRUST	REYFF LOUIS H JR ET AL, CO-TRS	49 DEVONSHIRE WAY	SAN FRANCISCO	CA	94131	157 CHAPMAN CT SW DALLAS

✓=Appl.

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Suderman/Wiensch Partition 6/12/07

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**CITY OF DALLAS
PLANNING COMMISSION**

**APPLICATION COMPLETE:
MAY 21, 2007**

**STAFF REPORT
DATE: JUNE 5, 2007**

FILE NO.	PH 1-07
HEARING DATE	JUNE 12, 2007 7:30 P.M. CITY HALL COUNCIL CHAMBERS 187 SE COURT STREET DALLAS, OREGON 97338
APPLICANT	CITY OF DALLAS
REQUEST	PUBLIC FACILITY STRATEGY
RECOMMENDATION TO THE DALLAS CITY COUNCIL	APPROVAL

CITY OF DALLAS
PLANNING COMMISSION
COMMUNITY DEVELOPMENT TEAM
STAFF REPORT



HEARING DATE: JUNE 12, 2007
APPLICATION TYPE: PUBLIC HEARING
APPLICANT: CITY OF DALLAS
APPLICATION: PUBLIC FACILITY STRATEGY

Revise the Public Facilities Strategy by continuing the allocation of building permits related to meeting the water system maximum daily demand (MDD) and capacity of the local water system. The proposed strategy would continue the existing program by allocating building permits over a two (2) year period (2007 through 2009) that has been identified as the remaining water system capacity. Currently the Public Facilities Strategy allocates building permits based upon the existing capacity of the raw water storage at Mercer Reservoir by allocation of water hook-ups.

Modified Ordinance Provisions:

The City Water Master Plan was adopted in June 2002. Since completion of the flash-board project at Mercer Reservoir the raw water storage has been increased and is adequate for the near future (through at least 2011). Additionally, the report indicates that the Water Treatment Plant (WTP) capacity is adequate beyond the year 2011. However, that report indicated that the finished water storage system was near capacity under certain conditions.

Staff and CH2M Hill have determined that if the City continues the existing allocation program, the finished water system has the capacity to continue the 125 single family residential EDU's per year until 2009, without exceeding the system demand. System demand was calculated based upon the methodology contained in the June 2002 Water Master Plan Update, by CH2M Hill. Continuation of this program for the above stated period would also result in 248 Commercial and Industrial Units and 125 multi-family residential units.

Recommendation: Approval of the revised Public Facilities Strategy by continuing the allocation of building permits related to meeting the water system maximum daily demand (MDD) and capacity of the local water system.

Public Facilities Strategy



What is a Public Facilities Strategy? (PFS)

- It is a plan to manage the growth of the community based upon issuance of building permits.



Why have a Public Facilities Strategy?

- **Allows for continued, orderly development of the community.**
- **Eliminates the need for building moratoriums.**
- **Ensures that new development will not place an undue burden on existing housing and business (e.g. result in rationing of resources)**



PFS History in Dallas

- **First enacted in 1996. Limited permits based upon capacity of WWTP.**
- **Reconsidered in 1999, after completion of WWTP expansion. Limited permits based upon water storage at Mercer Reservoir.**
- **Improvements at Mercer Reservoir (flash-board project) have been completed.**
- **Reimplementation in 2003 based upon a deficit of storage for finished water.**



Update of PFS for Dallas

- Previous (2003) justification still valid. However:
 - Improvements for increased storage not yet complete
 - Lower than historical Commercial & Industrial Growth
 - Shut-down of Tyco/TTM facility

- State Law: ORS 197.768



2003 Public Facilities Strategy

- **New 2 to 3 Million Gallon Reservoir Needed by 2006-07.**
- **Reservoir not under construction until late 2007.**
- **Completion of Reservoir expected late 2008.**
- **Very low Commercial & Industrial Growth since 2003, only 18 EDU's used (250 available).**
- **Shutdown of TyCo/TTM facility (200,000 gal/day).**



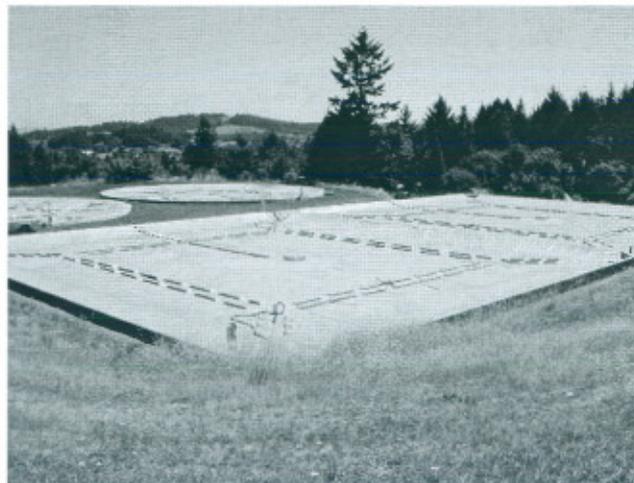
State Law: ORS Chapter 197

- **Under a Public Facilities Strategy, the jurisdiction may "phase" (delay) development to bring it in line with the available capacity of public facilities.**
- **As the sanctioned alternative to a declared moratorium, a Public Facilities Strategy must:**
 - Demonstrate that total development would exceed the capacity of the covered public facilities.
 - Describe how the jurisdiction will control the timing and sequencing of development.
 - Describe how the jurisdiction intends on correcting the identified deficiencies in its public facilities.



Finished Water Demand & Capacity Forecast

Year	Population	ADD (gpcpd)	ADD (MGD)	MDD (MGD)	Fire Dmd. (MG)	Demand (MGD)	Storage (MG)	WTP add (MGD)	Capacity (MGD)
2000	13,332	195							
2001	13,616	167							
2002	13,900	167	2.32	4.83	0.63	6.48	6.135	2.02	8.16
2003	14,289	167	2.39	4.96	0.63	6.64	6.135	1.86	7.99
2004	14,689	165	2.43	5.05	0.63	6.75	6.135	1.75	7.88
2005	15,101	164	2.47	5.14	0.63	6.86	6.135	1.64	7.78
2006	15,523	162	2.52	5.23	0.63	6.97	6.135	1.53	7.67
2007	15,958	160	2.56	5.32	0.63	7.08	6.135	1.42	7.55
2008	16,405	159	2.61	5.42	0.63	7.20	6.135	1.30	7.44
2009	16,864	157	2.65	5.52	0.63	7.32	6.135	1.18	7.31



Analysis Assumptions:

2.08	Ratio MDD/ADD (Peaking Factor)				
8.5	WTP Capacity MGD				
2.6	Population/EDU Ratio				
2.8	Population Growth Assumption (%)				
6.135	Total Available Storage (MG)				
0.63	Fire Demand MG				
80%	Percent of SFR to total Residential EDU				
13,900	2002 Service Area Population				
40	Commercial/Industrial portion of ADD (gpcpd)				
167	2002 ADD (gpcpd) (includes residential, commercial and industrial usage)				
1	Annual Conservation Reduction (%)				

EDU Calculations

Total EDU	EDU DIFF	SFR EDU	MFR EDU	COMM EDU
5128				
5237	109	87	22	41
5346	109	87	22	42
5496	150	120	30	36
5650	154	123	31	37
5808	158	127	32	39
5971	163	130	33	40
6138	167	134	33	42
6310	172	137	34	43
6486	177	141	35	45
2003 thru 2009 Totals:		912	228	282
2003 thru 2009 Res + Comm:				1422

Note: EDU is equivalent single family dwelling unit.



Analysis Notes:

Notes:	1) Actual peaking factor from 2001 used for 2002 thru 2006.				
	2) EDU ratio 2.6 used per City's 1999 building permit policy.				
	3) Population growth assumption based upon 1990 thru 2000 data.				
	4) Fire demand calculated per June 2002 Water Master Plan Update.				
	5) Percent SFR of total residential EDU based upon July 1998 Comp. Plan.				
	6) Year 2000 population based upon 2000 census data.				
	7) Year 2002 population based upon 2000 census and 2002 PSU report by Barry Edmonston "High Growth Assumption".				
	8) ADD for 2002 calculated based upon average of 2000 and 2001 values.				
	9) Values of ADD for 2000 and 2001 from Table 2-1 Water Master Plan Update.				
	10) Annual conservation reduction based upon Table 2-1 Water Master Plan Update.				
	11) Commercial/Industrial portion of ADD based upon value within range of national averages.				
	12) "WTP add" is difference between Plant Capacity (8.5 MGD) and calculated demand.				
	13) Capacity is sum of actual storage and WTP Add.				



EDU Calculations



		Carry-Over EDU's		
		Residential SFR		
		Avail. EDU	Act. EDU	Rem. EDU
2001		87	62	25
2002		87	72	15
2003-07		633	526	107
		Total Rem:		148
		Residential MF		
		Avail. EDU	Act. EDU	Rem. EDU
2001		22	5	17
2002		22	40	-18
2003-07		158	150	8
		Total Rem:		7
		Comm & Ind.		
		Avail EDU	Act. EDU	Rem. EDU
2001		41	0	41
2002		42	5	37
2003-07		194	18	176
		Total Rem:		254

EDU Summary

- **Single Family Residential**
 - 135 Permits Available Each Year thru 2009
 - Plus 148 Carry-Over from 2003
- **Multi-Family Residential**
 - 69 EDU's Available through 2009
 - Plus 7 Carry-Over from 2003
- **Commercial & Industrial**
 - 88 EDU's Available through 2009
 - Plus 254 Carry-Over from 2003

PFS Summary

- **Allows for continued, orderly development.**
- **Eliminates the need for building moratoriums.**
- **Minimizes the potential for utility rationing for existing users due to growth.**
- **Allows the City to plan and systematically build the infrastructure needed to serve the community.**

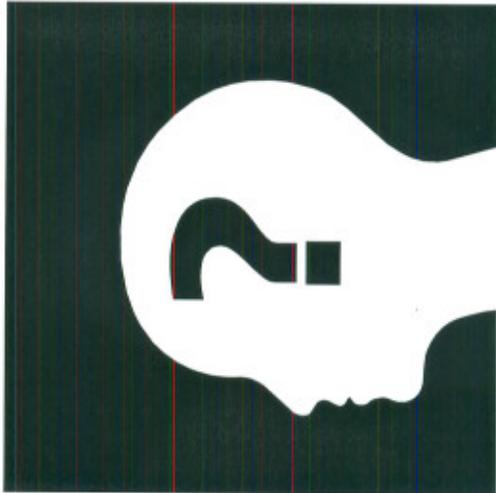
PFS Requirements:

- Written Findings justifying need.
- Public Hearing.
- Notice to ODLCD prior to Hearing.

Recommended Action:

- City Council Approval of the 2-year extension of the Public Facilities Strategy by allocation of building permits related to capacity of the finished water system.
 - 135 SFR Permits per year thru 2009
 - Plus 148 Carry-Over from 2003-06.
 - 76 MFR EDU's thru 2009
 - 342 Commercial & Industrial EDU's thru 2009 (includes carry-over EDU's).

Questions?



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COMMUNITY DEVELOPMENT DEPARTMENT

City Manager Roger Jordan Director Jerry Wyatt Executive Secretary Laurie Roberts Building Official Ted Cuno Building Inspectors Ken Frederic Troy Skinner	Building & Grounds Ken Stoller Commercial Area Redevelopment Manager John Swanson Industrial Redevelopment Manager Kevin Watson
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Monthly Report May 2007

The Community Development Department continued to provide services related to the physical development and growth of the community. The Department worked with citizens, organizations, utility companies and other departments to plan for the orderly growth of Dallas in a variety of ways. The Department operates within the city structure, which is committed to managing growth efficiently, and effectively using public and private resources, and achieving a balance between public and private development goals.

2007 Land Use Applications

	Signs	Home Occupations	Conditional Uses	Variances	Partitions / Replats	Subdivisions	Street Plans	Annexations	Zone Changes
May 2007	5	2	2	0	1	1	0	0	1
YTD 2007	9	2	2	5	3	2	0	0	4
May 2006	0	0	0	1	1	1	0	0	0
Total 2006	16	10	7	11	9	9	0	1	3

Building Department:

Number of Inspections and Site Visits per Month												
	Jan	Feb	Mar	April	May	June	July	Aug	Sept.	Oct.	Nov.	Dec
2007												
Inspections	239	327	417	335	400							
Site Visits	135	150	196	152	188							
2006												
Inspections	425	508	664	556	683	692	472	578	661	697	376	264
Site Visits	157	257	307	260	305	310	228	276	320	348	226	143
2005												
Inspections	245	235	306	271	301	370	293	476	545	490	305	405
Site Visits	145	149	161	155	172	210	171	228	236	231	155	177
2004												
Inspections	146	284	370	352	392	426	420	417	417	355	306	353
Site Visits	104	163	211	192	223	232	242	228	241	206	192	203

2007 Building Permits Summary

Permit Use	May 2007	May 2006	2007 YTD Total	2006 Total Annual Summary	2007 Valuation through May	2006 Total Annual Valuation
New Single Family	8	7	32	135	\$ 7,111,887	\$ 27,817,118
New Duplexes	0	2	0	4	0	1,014,008
New Multifamily	0	0	1	2	272,792	7,252,179
Residential Remodel	5	9	21	57	749,035	1,179,230
Residential Accessory Bldg.	1	0	9	11	143,413	242,455
New Commercial	2	0	6	4	2,350,906	183,242
Commercial Remodel	2	1	10	32	245,385	1,560,685
New Industrial	0	0	0	0	0	0
Industrial Remodel	0	0	0	1	0	67,323
Public Bldg.	0	0	3	2	7,316	59,440
Mobile Home Accessory	0	0	0	1	0	9,136
Misc. / No Fee Permits	0	0	0	5	0	0
Total All Categories	18	19	82	254	\$ 10,880,735	\$ 39,384,817

DALLAS AQUATIC CENTER

City Manager	Roger Jordan	Supervisor	Tina Paul
Director	Jerry Wyatt		

Monthly Report for May 2007

The Dallas Aquatic Center continued to provide services related to the daily operations of the facility and its patrons. The Department worked with citizens and organizations to ensure safe and enjoyable aquatic recreation, skilled instruction, productive meetings, and various other recreational community activities and programs.

May Item	2007		2006		2005		2004	
	Units	Net Sales						
Admissions	5,806	\$ 14,825	5,069	\$ 14,459	4,095	\$ 12,343	3,623	\$ 11,237
Annual Memberships Passes	27	4,547	12	4,082	4	1,775	2	600
Annual Pass W Ex	2	810	0	0	0	0	0	0
Coupon Books (All types)	43	2,845	40	2,604	33	2,271	37	2,447
Water Aerobic Passes	26	1,631	27	1,259	42	1,967	49	2,393
Gift Certificates	5	95	6	135	5	65	5	125
Pro Shop	113	1,174	143	1,442	146	1,587	97	961
Concessions	3,024	2,965	2,389	2,067	2,389	2,067	1,993	1,830
Pass Redemption	646	0	564	0	570	0	484	0
Middle School	89	2,250	0	0	37	700	0	0
Special Events	31	44	18	124	0	0	36	460
Total Net Sales		\$ 31,186		\$ 26,172		\$ 22,775		\$ 20,053

Difference \$ 5,014

Fiscal Year Net Sales

	2006	2005	2004	2003	2002
July	\$ 37,745	\$ 36,149	\$ 39,272	\$ 32,626	\$ 28,695
August	34,538	36,455	34,704	26,093	27,711
September	23,429	20,497	17,603	9,161	7,351
October	20,678	19,655	19,303	17,941	8,770
November	19,957	17,332	17,235	18,419	12,301
December	27,189	16,804	19,271	13,718	13,185
	2007	2006	2005	2004	2003
January	29,407	26,019	25,551	19,224	15,372
February	30,277	27,321	25,304	22,533	14,215
March	43,156	30,594	32,541	29,149	21,518
April	26,709	27,095	26,937	22,714	24,249
May	31,186	26,172	22,775	20,053	13,377
June		35,007	29,428	30,179	21,724
Fiscal YTD	\$ 324,271	\$ 319,100	\$ 309,924	\$ 261,810	\$ 208,468

COUNCIL REPORT – MAY 2007

To: Mayor & City Council Members

From: Interim Fire Chief

DALLAS FIRE DEPARTMENT

City Incidents

1 – Structure
7 – Motor Vehicle Accidents
1 – Grass Fire
2 – Alarm Sounding
3 – Medical Assistance
3 – Public Assistance
1 – Smoke Investigation

Rural Incidents

2 – Structure
6 – Motor Vehicle Accidents
2 – Illegal Burns
1 – Vehicle Fire
1 – Alarm Sounding
1 – Hazardous Material
11 – Medical Assistance
2 – Public Assistance

The Dallas Station responded to 18 City & 28 Rural for a total of 46 incidents for the month, of these calls 22 were daytime, 15 evening and 9 weekend responses.

An average of 18 firefighters responded on each incident during the month.

The Department Officers conducted a Strategic Planning Meeting on May 1, from 6 PM to 10 PM.

Our third 24 Hour drill was held on May 5, another successful event providing a complete shift of training and activities. The event ended with the crew attending the annual Rickreall Pancake Breakfast held on Sunday, May 6th.

Members supported the family of past member Mark Milhalkovitz and his mother Shelly Friesen at the funeral of his stepfather who died in a boating accident.

Your Fire Marshal provided a public education talk for the men's club of Trinity Lutheran Church on May 12th.

Interim Chief presented the proposed budget to the Administrative and Public Safety subcommittee on May 14th, the committee recommended approval.

On Wednesday, May 16 and Thursday, May 17 firefighters provided public educational tour for the 2nd grade students of Lyle Elementary.

Four members of the Fire Department attended the sixth annual Meritorious Awards Banquet at the Expo Center in Portland on Friday night May 18, 2007. Numerous individuals throughout the State were recognized for outstanding service or acts of valor provided to their communities.

A burn to learn was conducted on May 30th on Old Military Road; the Spirit Mountain Casino that is supporting the construction of a new rural station on Salt Creek Road took pictures.

Interim fire chief and staff were finally successful in having the easement signed for the Salt Creek Road property for the Rural District.

DALLAS EMERGENCY MEDICAL SERVICE

The total calls for May were 210 bring the total calls for the year to 944. This compares to 180 in May 2006 and a total of 826 for the same period last year.

Two new paramedics have been hired to replace two members that have quit recently. These two paramedics are Mike Hassen and Dean Ward.

Two paramedics advised us they would be leaving to pursue careers with other agencies. One will be going to Salem Fire and the other to Polk Fire District #1; both of these positions are firefighter/paramedic jobs.

All members have recertified for the next two-year period. The health division has changed the recertification method that will be used for the next certification cycle in two years. Rather than taking an exam they have increased the number of hours required to maintain a persons certification level.

MEMORANDUM

To: Roger Jordan, City Manager
From: Donna Zehner, Library Director
Re: Monthly Report, May 2007
Date: June 6, 2007

The month of May found 964 patrons using the Library's Internet workstations. This service continues to be quite popular with our patrons. For those needing assistance in learning to use the Internet, arrangements will be made for volunteers and interested students to meet one-on-one.

The month of May found the Children's Room bustling with energy and excitement as the Spring Sessions of both Infant/Toddler and Preschool Story times continue. Story time attendance brought in 236 young people. Class/Daycare visits accounted for 858 young ones hearing stories and learning about the Library. In all, 1,094 young people participated in events at the Library during May. The Children's Room continues to be popular with the young people in our community. In the meantime, preparations are well under way for this year's Summer Reading Program "Get a Clue @ Your Library".

The EBSCO full-text periodical database continues to be a popular resource, with patrons finding it easy to use. May statistics show a steady use of this user-friendly, multi-use database. A total of 113 searches were conducted this past month. As expected, use of this database will decrease as the school year comes to a close.

The Reference Desk remains active, with a total of 1,100 questions being answered this month. Working on a variety of projects, our volunteers donated a total of 173.5 hours during the month of May.

Assistant Library Director, Roxanne Wilcox will be leaving the first part of June. She will become a Branch Manager for the Cedar Mill Public Library in Washington County. We wish her well on this new adventure in her professional career.

CIRCULATION STATISTICS

ADULT	May 2007	May 2006	Year to Date 2007
Non-Fiction	1551	1486	8072
Fiction	2461	1922	12,264
New Books	2250	2708	11,316
Paperbacks	884	629	4249
Periodicals	275	295	1377
Sound Recordings	194	144	937
Books on Tape	345	417	1772
Books on CD	213		634
Videotapes	486	496	2300
DVDs	282	261	1578
Media Bags	446	441	2274
CD-ROMS	6	6	26
ILL (in)	9	3	17
ILL (out)	17	0	25
NVL loans (in)	0	1	0
NVL loans (out)	0	0	2
Internet Workstations	964	901	4919
Equipment	42	68	227
Adult Total	10,425	9774	51,991
CHILDREN'S			
Non-Fiction	633	599	3322
Fiction	1887	1445	9893
New Books	117	206	600
Periodicals	62	79	362
Sound Recordings	50	56	231
Books on Tape	133	195	809
Books on CD	19		58
Videotapes	381	339	1900
DVDs	146	54	754
CD-ROMS	64	62	296
CD-ROMS (in house)	97	85	484
Children's Total	3589	3120	18,709
Remote Renewals	950	460	3498
Monthly Total	14,964	13,354	74,198

REGISTERED PATRONS – May 2007

City Residents	
Adult	5767
Child	1714
YA (12-17)	990
Total	8471
Non-Resident – Fee	
Adult	448
Child	83
YA (12-17)	107
Total Fee	638
Non-Resident –Restricted	
Adult	1402
Child	465
YA (12-17)	230
Kids Card	496
Total Restricted	2593
Non-Resident Total	3231
Total Registered Patrons	11,702

ADDITIONAL ACTIVITY

	May 2007	May 2006	Year to Date 2007
Non-Resident User Fees	\$ 680.00	\$ 420.00	\$ 4320.00
Fines Collected	\$ 1139.59	\$ 1073.36	\$ 5612.91
Photocopies	\$ 152.95	\$ 103.70	\$ 499.69
Reference Questions	1100	1301	5663
Volunteer Hours	173.5	214	1027

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MEMORANDUM

DALLAS POLICE DEPARTMENT MONTH OF MAY ' 07

TO: ROGER JORDAN JULY 2, 2007
FROM: CHIEF JIM HARPER

Some of the current trends and observations are:

- Our new Dodge police car has been receiving great reviews. The new emblem and stripe seems to be a crowd pleaser.
- Deputy Chief Simpson and Lt. Stevenson attended a deployment and manpower course on June 25 – 27. This course should allow us to better understand our shift coverage and manpower use.
- We are completing the final curtain call on our remodel with the park plan connecting to our side entrance.

The following is a summary of traffic violations committed:

- 47 Speeding Violations**
- 18 License Violation**
- 23 Insurance Violations
- 21 Moving Violations
- 06 Other

Investigation by this Department

53	Animal Offenses	Clear by Arr	05
05	Assaults	Clear by Arr	10
06	Burglaries	Clear by Arr	00
01	Carrying Concealed Weapon	Clear by Arr	01
23	Criminal Mischief	Clear by Arr	01
01	Curfew	Clear by Arr	02
02	Disorderly Conduct	Clear by Arr	02
01	DUII	Clear by Arr	01
03	Drug Offenses	Clear by Arr	03
03	Driving While Suspended	Clear by Arr	03
01	Eluding Police Officer	Clear by Arr	01
13	Fail Carry Present License	Clear by Arr	13
01	Fail Perform Duties of Driver	Clear by Arr	01
01	Fail Supervise Child	Clear by Arr	01
03	Fraud	Clear by Arr	02
03	Furnishing Alc Minor	Clear by Arr	03
10	Harassment	Clear by Arr	03
01	Interfere Police Officer	Clear by Arr	01
01	Kidnapping	Clear by Arr	01
01	Menacing	Clear by Arr	01
12	Minor in Possession	Clear by Arr	12
02	Ordinance Offense	Clear by Arr	02
01	Resisting Arrest	Clear by Arr	01
04	Reckless Driving	Clear by Arr	04
07	Runaway	Clear by Arr	05
15	Thefts	Clear by Arr	15
06	Trespass	Clear by Arr	06
09	Warrants	Clear by Arr	02

* * *

- 92 Assist Public
- 59 Assist Law
- 39 Suspicious Activity
- 05 Suspicious Vehicles
- 13 Suspicious Persons
- 42 Disturbances

11 911 Hangup
 18 Welfare Checks
 05 Assist Traffic
 18 False Alarms
 04 Civil Complaints
 21 Noise Complaints
 03 FIR (Field Investigation Report)
 05 Accidents
 01 Stalking

Arrests by this Department

05 Animal Offenses
 10 Assaults
 01 Criminal Mischief
 01 Carrying Concealed Weapon
 02 Disorderly Conduct
 03 Drug Offenses
 01 DUI's
 03 Driving While Suspended
 01 Eluding Police
 13 Fail Carry Present License
 01 False Info Police Officer
 02 Fraud
 03 Furnishing Alcohol to Minor
 03 Harassment
 01 Interfere Police Officer
 01 Kidnapping
 12 Minor In Possession
 01 Menacing
 01 Ordinance Offense
 01 Fail Perform Duties Driver
 01 Fail Supervise Child
 04 Reckless Driving
 01 Resisting Arrest
 05 Runaway
 14 Thefts
 06 Trespass
 16 Unlawful Entry Motor Vehicle
 09 Warrants
122 TOTAL ARRESTS

Arrests for MAY'06: 92

JUVENILES

Fourteen juveniles were referred to Juvenile Authorities for their actions.

CALLS FOR SERVICE: **1047 TOTAL**
262 Case Numbers
785 Event Numbers

*** Code Enforcement Report (*see attached*)

*** Animal Control Report (*unavailable*)

*** Reserve Hours 300

DALLAS POLICE DEPARTMENT
CODE ENFORCEMENT REPORT

May 2007 Code Officer Totten

NUMBER OF TOWED VEHICLES	0
NUMBER OF CITATIONS ISSUED	9
NUMBER OF FOLLOW-UP ACTIVITIES COMPLETED	80

NEW CASES STARTED:

DCC # 5.584-INOPERABLE VEHICLES (PRIVATE PROPERTY)	47
DCC # 6.320-VEHICLES STORED ON STREET/PARK STRIP	18
DCC # 6.505-ABANDONED VEHICLES	9
DCC # 5.582-JUNK	0
DCC # 5.556-SCATTERING RUBBISH (PRIVATE PROPERTY)	4
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)	0
DCC # 6.125-OBSTRUCTING STREETS OR SIDEWALKS	6
DCC # 5.588-GRAFFITI	0

HABITUAL PROBLEMS/OTHER ISSUES:

NARRATIVE:

Nine parking citations were issued for parking violations this month.

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TO: ROGER JORDAN, CITY MANAGER
 FROM: FRED BRAUN, DIRECTOR OF PUBLIC WORKS

**DEPARTMENT OF PUBLIC WORKS
 Monthly Report for May 2007**

		<u>Water Division</u>				
		<u>2007</u>	<u>Unit</u>		<u>2006</u>	<u>Unit</u>
Total Discharge to Town		65.90	MG		76.83	MG
Total Water Raw		74.30	MG		82.19	MG
Peak Day	05/31/07	4.31	MG	05/16/06	4.20	MG
Daily Average-Raw		2.39	MGD		2.65	MGD
Daily Average-City		2.12	MGD		2.48	MGD
Backwash Water		2.46	MG		2.56	MG
Filter to Waste		2.60	MG		3.24	MG
Flushing		0.10	MG		0.80	MG
Discharge Water		0.10	MG		0.10	MG
Meter and Process Error	3.8%	2.72	MG	-1.64%	-1.34	MG
ASR		6.94	MG			
Average High Temp		69.0	° F		69.5	° F
Average Low Temp		44.5	° F		44.7	° F
Total Precipitation		1.27	Inches		2.88	Inches

Mercer Dam and Watershed:

- Visual inspections were done on May 1, 2, 4, 5, 6, 8, 18, and 31.
- Full walking inspections were done on May 3, 14, and 23.
- Sprayed dam face on May 14.
- Completed placing flashboards. Dam was full on May 5.

Date	<u>Dam Level</u>	<u>Discharge Rate</u>	<u>Rickreall Creek</u>	<u>Canyon Creek</u>	<u>Applegate Creek</u>
05/01/07	60.5	over weir	NA	NA	NA
05/02/07	61.2	over weir	NA	NA	NA
05/03/07	62.3	24.9 CFS 16.1 MGD	NA	NA	NA
05/04/07	63.6	24.9 CFS 16.1 MGD	NA	NA	NA
05/05/07	overflow	19.3 CFS 12.5 MGD	NA	NA	NA
05/06/07	overflow	16.4 CFS 10.6 MGD	NA	NA	NA
05/08/07	overflow	12.7CFS 8.2 MGD	NA	NA	NA
05/14/07	overflow	11.0 CFS 7.1 9 MGD	NA	NA	NA
05/18/07	overflow	9.6 CFS 6.2 MGD	NA	NA	NA
05/23/07	overflow	11.6 CFS 7.5 MGD	NA	NA	NA
05/31/07	overflow	11.6 CFS 7.5 MGD	NA	NA	NA

Intake Pump Station:

- Reporting okay.
- Pump #1 had a little bearing noise; will use it as a backup.

Water Treatment Plant:

- Reporting okay.
- Cleaned contact basin.

Reservoirs: Reporting okay

New Services: Twelve new 3/4" services were installed at: 346, 288 NW Reed Ln; 1012, 1056 SW Linden Ln; 1103, 1118, 1153, 1166 SW Forestry Ln; 1590 SW Hill St; 1455 SE Hawthorne Ave; 1002 SE Barberry Ave; 240 SW Clay St. One new 2" service at the wetlands on Academy.

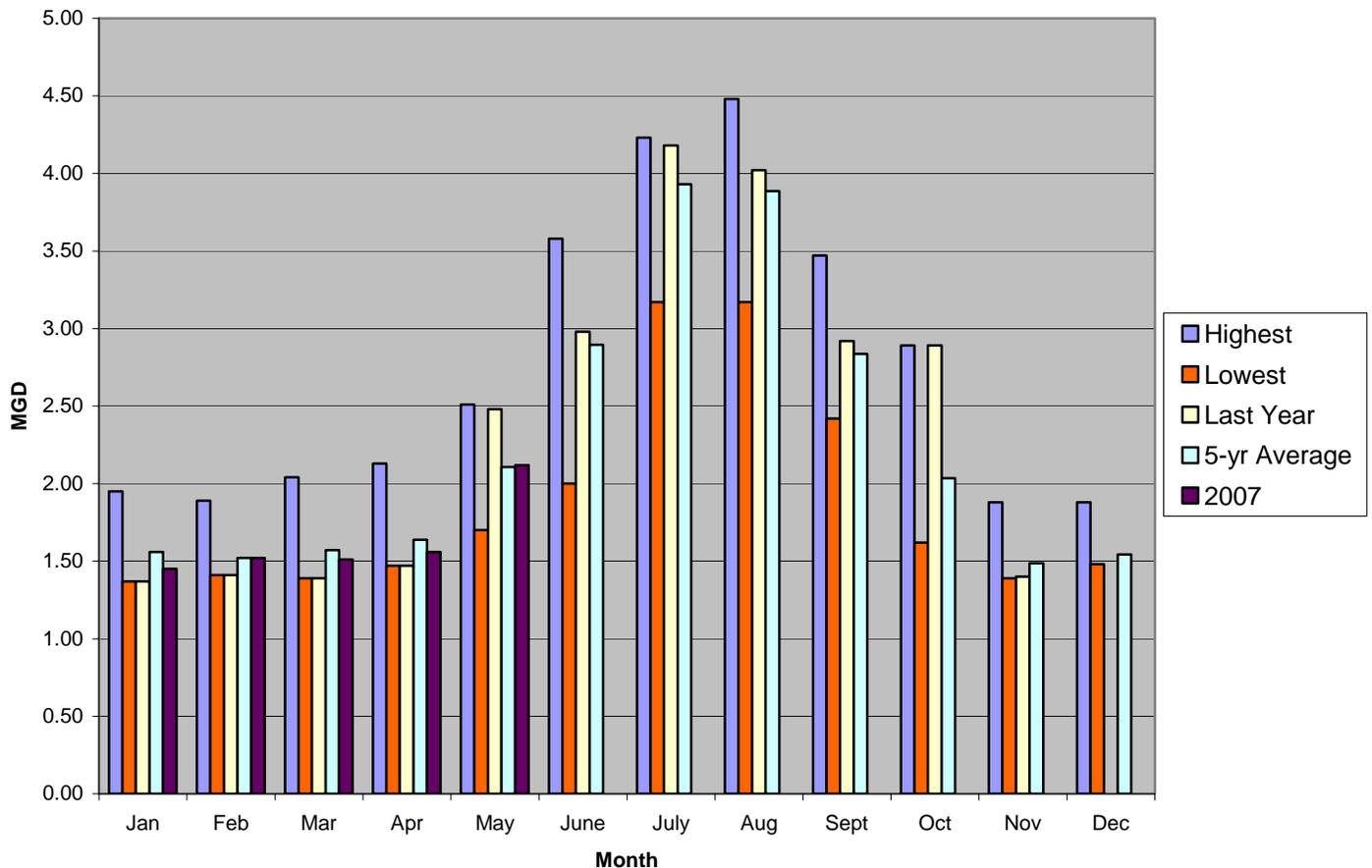
Repairs Leaks at:

- Repaired leak on Guy Lane 5/19/07.

Worked on:

- Hydrant repairs
- Locates and service work for Raw Water Intake line.

Average Daily Treated Water Production



Wastewater Division

Effluent Flow

		<u>2007</u>	<u>Units</u>		<u>2006</u>	<u>Units</u>
Monthly Total Flow		51.69	MG		60.37	MG
Peak Day Flow	05/16/07	2.21	MG	05/23/06	2.91	MG
Daily Average Flow		1.67	MG		1.95	MG

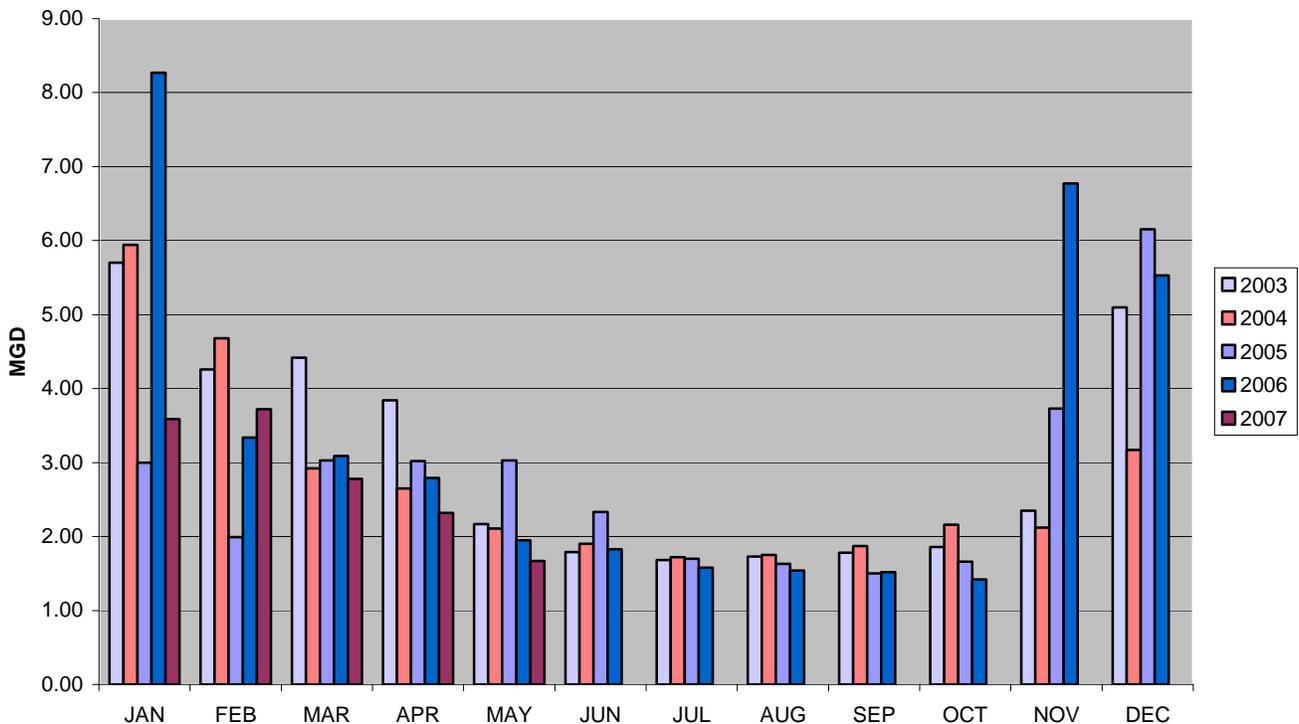
Plant Maintenance:

- Influent pump #4 wired to Variable Frequency Drive (VFD)
- Trane assessed HVAC system in the Operations building and RAS/WAS electrical building. Scheduled to perform repair work in June.
- Chris Burr from CH2M Hill replaced Auto Dialer battery
- UV System switched from Manual to Auto.

Plant Performance:

The month of May 2007 brought lower influent flows than expected when comparing May 2006. Lower permit limits are forecasted for June, especially at the outfall for ammonia concentration. Operations monitor the temperature, dissolved oxygen, and activated sludge holding time to meet summer permit standards. The data and process control strategy is set and ready to meet permit.

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.

<u>Project / Task</u>	<u>Man Hours</u>
Street Sweeping	146
Sidewalk Maintenance & Repair	101
Paving	78
Sewer Maintenance & Repair	78
Storm Maintenance & Repair	37
Utility Locates	29
Tree Trimming	9
Lift Station Maintenance	9
Signs	3
Open Ditch Cleaning	2
Building and Grounds Maintenance	2
Job #3360 – Kingsborough Park Storm Overflow	265
Job # 4398 – Hayter Street Water Line	190
City Hall	12
Job # 4402 – Intake Pump Station	8
Park	6

Parks Division

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

- ◆ Applied bark to shrub beds
- ◆ Added cedar mulch under play equipment at Birch Park, Gala Park, Rotary Park, and Kingsborough Park
- ◆ Repaired damage caused by vandalism
- ◆ Performed regular mowing of all parks
- ◆ Weeded shrub beds and landscape areas
- ◆ Performed monthly safety check of playground equipment on May 18, 2007
- ◆ Repaired irrigation lines
- ◆ Picked up fallen limbs
- ◆ Performed equipment service check and/or repairs
- ◆ Installed water line for Community Garden
- ◆ Applied bark at the Aquatic Center
- ◆ Prepared area for Community Garden
- ◆ Replaced pole at Park Street sign
- ◆ Applied bark at the Carnegie Building
- ◆ Repaired upper bowl on the Japanese Garden water feature
- ◆ Removed graffiti from all parks with soda blasting company
- ◆ Activated irrigation in all parks
- ◆ Refinished Park Street sign

Engineering

Subdivisions:

- Forestry Creek Meadows, Phase 4: As-builts under review.
- Ceres Gleann, Phase 4: As-builts under review.
- River Gleann, Phase 5: As-builts under review.
- River Gleann, Phase 6: Plat adjusted. Working on bank cleanup.
- Polk Station PUD: Plans under review.
- Paisley Addition: Plans approved. Project on hold.
- Cynthia Oaks, Phase 2: Under construction.
- Ellendale Estates: Working on after-paving checklist.

Commercial Developments:

- Dallas Retirement Village: Awaiting as-builts.
- Godsey Apartments: Awaiting as-builts.
- Godsey Storage Units: Phase II construction underway.
- Godsey Apartments Phase II: Construction complete; awaiting as-builts.

Programs / Projects:

- Miller Street Improvements: Construction completed.
- Fir Villa Street Improvements: Waiting for wetland permit.
- Phase II/ Monitoring: Draft plan by CH2M Hill under review.
- Raw Water Line Project: Contract awarded to Emery & Sons Construction, Inc.
- Levens Street Bridge Replacement: Bridge design complete. Advertised for bid.
- SE Monmouth Cut-off / Uglow Ave Intersection: Preliminary design
- Ambulance Parking Lot: Landscape remaining.
- Godsey Rd Sewer: Design underway.
- City Shop Storage Building: Paving completed.
- Finished Water Reservoir: S Main project under design. 90% review complete.
- Downtown Parking Lot: Preliminary design and estimate completed.
- Maple Street Sewer: Design underway.

Routine Work:

- Map Updates: Ongoing.
- Utility Locates: Normal
- Engineering, Project Scoping, Public Assistance: Normal
- Planning Commission / City Council / Community Development Team: Normal
- Watershed: Attended mtgs/project coordination Rickreall and Luckiamute Watershed Councils.
- WWTF-NPDES: 3-Water replacement equipment ordered.
- Water Treatment Facility/Water Supply: Continued ASR storage cycle. Design for water infrastructure upgrades underway.
- Tracking Backflow testing
- Pavement Management: Information analysis.
- WWTF Intake Pump: Adjustable frequency drives installed.

Administrative Services Division Activities

Project Management

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

Public Information

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

Safety

- MSDS updates
- Safety meetings

Additional Projects

- OECDD Water improvement funding
- ASR pump station project
- Miller Avenue storm and street project
- SCADA project
- Raw water transmission line project
- 2 MG reservoir tank project
- Park planning and project prioritization
- Levens Street bridge contract preparation
- Water Quality Report

Shop Services

- Ongoing maintenance on vehicles, machinery & construction equipment
- Hired Kent McKnight as Mechanic Maintenance Specialist beginning May 21

Shop services hours were divided into the following areas:

Ambulance	2.50 hrs.
City Hall	17.50 hrs.
Community Development	1.50 hrs.
Fire	4.50 hrs.
Police	35.50 hrs.
Public Works	148.00 hrs.
Rural Fire	6.50 hr.
Wastewater Treatment Facility	19.50 hrs.
Water Treatment Plant/Intake	1.50 hrs.

Support Services

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

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MEMORANDUM

Date: June 29, 2007
To: Mayor Fairchild and City Council Members
From: Roger Jordan, City Manager 
Re: Public Hearing on Extending Public Facilities Strategy

The attached serves as the staff report for the public hearing concerning a proposal to revise the Public Facilities Strategy by continuing the existing program allocating building permits through 2009, which has been identified as the remaining water system capacity. The Planning Commission has reviewed this and recommends approval.

1. Notice of Hearing.
2. Staff Report dated May 21, 2007

A full staff report will be given at the meeting Monday night. If anyone has any questions or comments before then, please call me.

RJ:meh

	<p>The meeting was called to order by the President of the Commission, Scott McLeod.</p> <p>Roll was called and Commission members present were: John Davis, Michael Lough, Scott McLeod, Doris Stefani and Bob Wilson.</p> <p>Excused: Chuck Lerwick and Dave Pederson.</p> <p>Also present: Mayor Jim Fairchild, City Manager Roger Jordan, Community Development Director Jerry Wyatt, Assistant Public Works Director Kenn Carter, and Laurie Roberts as Recording Secretary.</p>
<p>PUBLIC FACILITIES STRATEGY</p> <p>CITY OF DALLAS</p>	<p>A Public Hearing on the application of the City of Dallas to revise the Public Facilities Strategy.</p> <p>The staff report was read into the record by Assistant Public Works Director Kenn Carter.</p> <p>President McLeod called for the applicant's presentation.</p> <p>President McLeod called for speakers in favor of the request. There were none.</p> <p>He called for speakers in opposition to the request. There were none.</p> <p>Comments or questions were called for. There were none.</p> <p>Questions by Commission members were called for. There were none.</p> <p>The Public Hearing was closed for discussion by Commission Members.</p> <p>John Davis made a motion to forward the request to City Council with a recommendation for approval of the request as presented in the staff report. The motion was seconded and carried unanimously.</p>

**CITY OF DALLAS
CITY COUNCIL**

**APPLICATION COMPLETE:
MAY 21, 2007**

**STAFF REPORT
DATE: JUNE 5, 2007**

FILE NO.	PH 1-07
HEARING DATE	JULY 2, 2007 7:30 P.M. CITY HALL COUNCIL CHAMBERS 187 SE COURT STREET DALLAS, OREGON 97338
APPLICANT	CITY OF DALLAS
REQUEST	PUBLIC FACILITY STRATEGY
PLANNING COMMISSION RECOMMENDATION TO THE DALLAS CITY COUNCIL	APPROVAL

**CITY OF DALLAS
PLANNING COMMISSION
COMMUNITY DEVELOPMENT TEAM
STAFF REPORT**



HEARING DATE: JULY 2, 2007
APPLICATION TYPE: PUBLIC HEARING
APPLICANT: CITY OF DALLAS
APPLICATION: PUBLIC FACILITY STRATEGY

Revise the Public Facilities Strategy by continuing the allocation of building permits related to meeting the water system maximum daily demand (MDD) and capacity of the local water system. The proposed strategy would continue the existing program by allocating building permits over a two (2) year period (2007 through 2009) that has been identified as the remaining water system capacity. Currently the Public Facilities Strategy allocates building permits based upon the existing capacity of the raw water storage at Mercer Reservoir by allocation of water hook-ups.

Modified Ordinance Provisions:

The City Water Master Plan was adopted in June 2002. Since completion of the flash-board project at Mercer Reservoir the raw water storage has been increased and is adequate for the near future (through at least 2011). Additionally, the report indicates that the Water Treatment Plant (WTP) capacity is adequate beyond the year 2011. However, that report indicated that the finished water storage system was near capacity under certain conditions.

Staff and CH2M Hill have determined that if the City continues the existing allocation program, the finished water system has the capacity to continue the 125 single family residential EDU's per year until 2009, without exceeding the system demand. System demand was calculated based upon the methodology contained in the June 2002 Water Master Plan Update, by CH2M Hill. Continuation of this program for the above stated period would also result in 248 Commercial and Industrial Units and 125 multi-family residential units.

Recommendation: Approval of the revised Public Facilities Strategy by continuing the allocation of building permits related to meeting the water system maximum daily demand (MDD) and capacity of the local water system.

NOTICE OF PUBLIC HEARING AFFECTING THIS PROPERTY

The Dallas City Council will hold a public hearing on Monday, July 2, 2007, at 7:45 p.m., in the Council Chambers at Dallas City Hall, 187 SE Court Street, Dallas, Oregon, of the City of Dallas for the adoption of a Public Facilities Strategy. Dallas City Hall is handicapped-accessible. Any requests for accommodation should be made at least 48 hours before the meeting to the Community Development Department, 503-831-3565 or TDD 503-623-7355.

The City Council will consider testimony which addresses the applicable criteria listed below. Testimony may be submitted in writing to the Dallas Community Development Department, City Hall, Dallas, Oregon 97338, or in writing or orally at the public hearing. The public hearing will be conducted in a manner that permits testimony from all interested parties. All persons wishing to testify must be recognized by the Chair and will be given an opportunity to be heard.

Written comments submitted to the Community Development Department by June 27, 2007, will be included with the staff report. Written comments submitted after that date will be forwarded to the Planning Commission at the public hearing. The staff report will be available for inspection at the Community Development Department at least seven days prior to the hearing. Copies of the staff report, the application, and all documents and evidence submitted by or on behalf of the applicant, and copies of the applicable criteria are available for inspection at the Department of Community Development at no cost and copies will be provided at a reasonable cost. If additional documents or evidence are provided by any party, the Planning Commission may allow a continuance or leave the record open to allow the parties a reasonable opportunity to respond.

Failure of an issue to be raised in a hearing, in person, or by letter, or failure to provide statements or evidence sufficient to afford the decision maker an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals (LUBA) based on that issue.

NATURE OF REQUEST: This is a request for the adoption of a Public Facilities Strategy by continuing the current strategy of allocating building permits as it relates to meeting the water Maximum Day Demand (MDD) and peak seasonal storage capacity at Mercer Reservoir.

PROPERTY LOCATION: This could affect all property within the City Limits.

ZONE DESIGNATION: This could affect all zones within the City Limits of Dallas.

COMP. PLAN DESIGNATION: All designations.

STAFF CONTACT FOR ADDITIONAL INFORMATION: Jerry Wyatt, Director of Community Development, (503) 831-3565 or TDD phone (503) 623-7355.

NOTICE TO MORTGAGEE, LIENHOLDER, VENDOR, OR SELLER, ORS 215 REQUIRES THAT IF YOU RECEIVE THIS NOTICE IT MUST BE PROMPTLY FORWARDED TO THE PURCHASER.
The recipient of this notice is hereby responsible promptly to forward a copy of this notice to every person with a documented interest, including a renter or lessee.

Dated and Posted: June 15, 2007

Published: June 20, 2007

Roger Jordan, City Manager
City of Dallas, Oregon

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RESOLUTION NUMBER 3126

**RESOLUTION OF THE CITY OF DALLAS
AUTHORIZING AN INCREASE TO THE LOAN
FROM THE SAFE DRINKING WATER REVOLVING LOAN FUND
BY ENTERING INTO AMENDMENT #1 OF THE AWARD CONTRACT AND THE LOAN AGREEMENT
WITH THE OREGON ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT**

The City Council (the “Governing Body”) of the City of Dallas (the “Borrower”) finds:

- A. The Borrower is a community or nonprofit non-community water system as defined in Oregon Administrative Rule 123-049-0010.
- B. The Safe Drinking Water Act Amendments of 1996, Pub.L. 104-182, as amended (the “Act”), authorize any community or nonprofit non-community water system to file an application with the Oregon Economic and Community Development Department (“the Department”) to obtain financial assistance from the Safe Drinking Water Revolving Loan Fund.
- C. The Borrower filed an application with the Department to obtain financial assistance for a “drinking water project” within the meaning of the Act.
- D. On October 17, 2006, the Department approved the Borrower’s application for \$4,750,000 in financial assistance from the Safe Drinking Water Revolving Loan Fund pursuant to the Act for the project described in Exhibit “A” to the original Loan Agreement (the “Project”), which is a “safe drinking water project” within the meaning of the Act and is needed by and is in the public interest of the Borrower.
- E. On March 19, 2007, the City Council of the City of Dallas adopted Resolution No. 3116 to authorize Borrower to borrow \$4,750,000 from the Safe Drinking Water Revolving Loan Fund to finance the Project. On April 3, 2007, Borrower and the Department entered into a Financial Assistance Award Contract and a Loan Agreement (hereinafter "Agreements") for the loan.
- F. Borrower has since determined that additional funds are needed to ensure completion of the Project.
- G. On April 17, 2007, the Department approved increasing the loan from \$4,750,000 to \$5,650,000.
- H. Borrower is required, as a prerequisite to the receipt of the additional \$900,000 in financial assistance from the Department, to enter into Amendment #1 of the Financial Assistance Award Contract and the Loan Agreement with the Department, substantially in the form attached hereto as Exhibit “A”.
- I. Notice relating to the Borrower’s consideration of the adoption of this Resolution was published in full accordance with the City of Dallas’s charter and laws for public notification.

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

1. Increased Loan Authorized. The Governing Body authorizes the City Manager to execute Amendment #1 of the Agreements, the Amended Promissory Note attached as Exhibit “H” to Amendment #1 of the Agreements, and such other documents as may be required to obtain

financial assistance including a loan from the Department on the condition that the principal amount of the loan from the Department to the Borrower is not in excess of \$5,650,000 and the interest rate on such loan is not in excess of 3.38 percent. The proceeds of the loan from the Department shall be applied solely to the "Costs of the Project" as such term is defined in the Loan Agreement.

2. Security. Amounts payable by the Borrower shall be payable from the sources described in Section 2.05 of the Loan Agreement which include:
 - a. any sources of funds that are legally available to the Borrower,
 - b. the revenues, if any, of the Project, including special assessment revenues, if any, and
 - c. the Borrower's general fund including the general revenues of the Borrower or other funds which may be available. The obligation of the Borrower to make payments pursuant to the Loan Agreement is a full faith and credit obligation of the Borrower that is not subject to annual appropriation.
3. Additional Documents. The City Manager is hereby authorized to enter into any agreements and to execute any documents or certificates which may be required to obtain financial assistance from the Department for the Project pursuant to the Financial Assistance Award Contract and the Loan Agreement, as amended from time to time.
4. Tax-Exempt Status. The Borrower covenants not to take any action or omit to take any action if the taking or omission would cause interest paid by the Borrower pursuant to the Loan Agreement not to qualify for the exclusion from gross income provided by Section 103(a) of the Internal Revenue Code of 1986, as amended. The City Manager of the Borrower may enter into covenants on behalf of the Borrower to protect the tax-exempt status of the interest paid by the Borrower pursuant to the Loan Agreement and may execute any Tax Certificate, Internal Revenue Service forms or other documents as shall be required by the Department or their bond counsel to protect the tax-exempt status of such interest.

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

Adopted: July 2, 2007
Approved: July 2, 2007

James B. Fairchild, Mayor

ATTEST:

Roger Jordan, City Manager

AMENDED PROJECT DESCRIPTION

The Borrower shall complete the following water system improvements for its System, including engineering design:

- A. Intake Line Replacement: Replace a portion of the existing raw water transmission pipeline from the intake pump station to the water treatment plant;
- B. Main Street Reservoir: Install a 2- to 3-million-gallon, drinking-water reservoir; and
- C. Transmission Line (Main Street Reservoir): Install approximately 2,900 lineal feet of 16-inch, and approximately 1,950 lineal feet of 10-inch water main from the Main Street Reservoir to Cherry Street.



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**Oregon Economic & Community Development Department
Amended Project Budget**

Loan Agreement Exhibit B
Page 1 of 2
Contract Amendment 1

Project Number: S07001
Project Name: Dallas Water System Improvements

Recipient: City of Dallas
Funding Pgm(s): Safe Drinking Water Revolving Loan Fund

(A)	Department Funds				Other/Matching Funds			All Funds
	(B)	(C)	(D)	(E) = [B-C-D]	(F)	(G)	(H) = [F-G]	(I) = [C+D+G]
Activity	Approved Budget	Prior Disbursements	Current Request	Balance	Approved Budget	Expended To Date	Balance	Disbursed & Expended To Date
Intake Line Replacement	\$750,000							
Main Street Reservoir	4,000,000							
Transmission Line, Main St Reservoir	900,000							
Total	\$5,650,000							

Total Project Budget		
Funding Sources	Approved Budget	Expenditures To Date
Safe Drinking Water Revolving Loan Fund	\$5,650,000	
Other/Matching Funds		
Total Project Costs	\$5,650,000	

Non-Department Funds (Other/Matching) Sources Used for all Expenditures		
Funding Sources	Approved Budget	Expenditures To Date
Total Non-Dept. Funds		

Non-Department Funds (Other/Matching) IN-KIND		
Source of In-Kind Contribution	Goods/Services Donated	Value of Contribution To Date
In-Kind Contributions To Date		

Oregon Economic & Community Development Department
Amended Project Budget

Contract Amendment 1

Project Number: S07001
Project Name: Dallas Water System Improvements

Project Goals (report for every cash request)		
Proposed Work Plan	Estimated Completion Date	Results Achieved
1 Intake Lane Replacement	Nov 30, 2007	
2 Main Street Reservoir	Nov 30, 2008	
3 Transmission Line (Main Street Reservoir)	Nov 30, 2008	
4		
5		
6		
7		
8		
9		
10		



June 28, 2007

Ms. Jacki Yoder
Oregon Economic Community
Development Department
775 Summer Street NE, Suite 200
Salem, OR 97301

Re: Amended Form of Opinion of Counsel

Dear Jacki:

Capitalized terms used in this opinion that are not defined herein have the meanings assigned to them by that certain loan agreement dated as of April 3, 2007 between the State and Borrower ("Loan Agreement"). The financial assistance award contract dated as of April 3, 2007 between the State and Borrower ("Contract"; the Loan Agreement and Contract referred to collectively as the "Agreements") is number S07001.

It is the opinion of Mark Irick, counsel for the City of Dallas, 187 SE Court Street, Dallas, OR 97338 ("Borrower"), that:

(a) Borrower is a municipality duly organized and validly existing under the laws of Oregon, and Borrower has the requisite power and authority to own its properties and conduct its business as now conducted. Borrower owns a community water system, as defined under the Act and Oregon law, that is eligible to receive funds.

(b) Borrower has the requisite power and authority to execute, deliver, and perform the amendment number 1 to the Agreements and the Note amended pursuant to said amendment number 1 (amendment number 1 and the amended Note referred to collectively as the "Amendment 1 Documents"). The Amendment 1 Documents have been duly and validly authorized by Borrower, have been executed and delivered by an Authorized Officer of Borrower and constitute the legal, valid, and binding obligations of Borrower and are enforceable according to their terms, subject to bankruptcy and other laws of general application affecting the rights and remedies of creditors, except that no opinion need be given as to the availability of equitable remedies.

(c) Borrower is not in violation or default of any material agreement to which it is a party or by which it is bound, which affects or relates to Borrower's performance under the Loan Documents or the Amendment 1 Documents.



ATTORNEYS AT LAW

Ms. Jacki Yoder
June 28, 2007
Page 2

Borrower's execution, delivery, performance, and compliance with the terms of Amendment 1 Documents do not violate any material provision of any applicable federal, state, or local law, rule or regulation binding on Borrower or of any judgment, writ, decree, or order known to such counsel to be binding on Borrower, or any provision of Borrower's organizational documents and do not conflict with or constitute a material default under the provisions of any material agreement to which Borrower is a party or by which it is bound.

(d) All consents, approvals, orders, or authorizations of, and all qualifications, registrations, designations, declarations, or filings with any federal or state governmental authority on the part of Borrower required for the consummation of the transactions contemplated by the Amendment 1 Documents have been obtained and are effective as of the date hereof, and such counsel is not aware of any proceedings, or threat thereof, which question the validity thereof.

(e) There is no action, suit, proceeding, or investigation pending or threatened against Borrower which would, if adversely determined, have a material adverse effect on the financial condition or business of Borrower or on the ability of Borrower to perform its obligations under the Loan Documents, including the Amendment 1 Documents.

(f) The State has acquired a legally valid and perfected security interest in and lien on the Net Revenues to secure Borrower's repayment of the Loan and performance of Borrower's other obligations under the Loan Documents, including the Amendment 1 Documents.

Yours very truly,

A handwritten signature in black ink, appearing to read "Mark Irick", written in a cursive style.

MARK IRICK
mark@iso-law.com

cc: Mr. Roger Jordan
Ms. Christy Ellis

STATE OF OREGON
ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT
AMENDED PROMISSORY NOTE

(Dated) _____, _____
Dallas, Oregon

FOR VALUE RECEIVED, the City of Dallas, 187 SE Court Street, Dallas, OR 97338 (hereinafter "Borrower"), unconditionally promises to pay in lawful money of the United States of America to the order of the STATE OF OREGON, ACTING BY AND THROUGH ITS ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT, at its principal office at 775 Summer Street NE, Suite 200, Salem, OR 97301-1280 (hereinafter "State"), the principal sum of Five Million Six Hundred Fifty Thousand Dollars (\$5,650,000) or so much thereof as is disbursed pursuant to the Loan Agreement (as defined below), plus accrued interest on each disbursement at the rate of three and 38/100 percent (3.38%) per annum from the disbursement date until paid. Interest shall be computed on the basis of a 360-day year, consisting of twelve (12) thirty-day (30) months.

Capitalized terms not otherwise defined in this Note shall have the meanings assigned to them by that certain loan agreement dated as of April 3, 2007, between the State and the Borrower (as amended from time to time the "Loan Agreement").

Unless earlier repayment is received hereunder or under the terms of the Loan Agreement, commencing on the First Payment Date and thereafter on December 1 of each year, the Borrower shall make installment payments of principal and interest in such amounts as calculated in accordance with Section 2.02 of the Loan Agreement until the Maturity Date, at which time the entire outstanding principal balance and all accrued unpaid interest shall be due and payable in full.

This Note is subject to mandatory prepayment, and is payable prior to its maturity, as provided for in Sections 2.04 of the Loan Agreement.

Each payment made by the Borrower hereunder shall be applied first to the State's costs and expenses, then to unpaid accrued interest on the Loan, and lastly to the principal of the Loan, unless the Loan Documents provide otherwise.

This Note is given to avoid the execution by Borrower of an individual note for each disbursement of Loan proceeds by State to Borrower in accordance with Section 2.01 of the Loan Agreement. In consideration thereof, Borrower authorizes State to record in State's files the date and amount of each such disbursement, the date and amount of each payment and prepayment by Borrower hereunder and the amount of interest accrued and paid. Borrower further agrees that absent manifest error, such notations shall be conclusive evidence of borrowing, payments and interest under this Note; provided, however, that failure to make any such notations shall not affect the obligations of Borrower hereunder or under any of the Loan Documents.

If any Event of Default occurs, the outstanding balance of the Note, including principal, interest and other charges, if any, shall, at the option of the State, become immediately due and payable in accordance with Section 6.03 of the Loan Agreement. Failure or delay of the holder of this Note to exercise any option available to the State under the terms of this Note or the Loan Agreement shall not constitute a waiver of the right to exercise the option in the event of any continuing or subsequent default and shall not constitute a waiver of any subsequent breach of the same or of any other provision of this Note or the Loan Agreement.

Amendment Number 1

Contract and General Services/S07001, A-01 Dallas Promissory Note.doc

All parties to this Note hereby waive presentment, dishonor, notice of dishonor, and protest. All parties hereto hereby consent to, and the holder hereof is hereby expressly authorized to make, without notice, any and all renewals, extensions, modifications or waivers of the time for or the terms of payment of any sum of sums due hereunder, or under any documents or instruments relating to or securing this Note, or of the performance of any covenants, conditions or agreements hereof or thereof, or the taking or release of collateral securing this Note. No liability of any of the parties of this Note shall be discharged by any action consented to above taken by any holder of this Note.

This Note is made with reference to, and is to be construed in accordance with, the laws of the State of Oregon.

This Note is subject to, and is secured pursuant to, the terms and conditions of the Loan Agreement.

Notice to Borrower
Do not sign this Note before you read it.

CITY OF DALLAS

By: _____

Title: _____

ORDINANCE NO. 1676

An Ordinance changing the Comprehensive Plan designation of real property owned by the City of Dallas from Multi-Family to Central Business District and changing the zoning designation of said real property from Residential High Density to Central Business District.

WHEREAS, the City of Dallas submitted a Comprehensive Plan Map amendment application to change the Comprehensive Plan designation of real property owned by the City of Dallas which is described on Exhibit 1 hereto, from Multi-Family to Central Business District and a zone change application to change the zoning designation of said Exhibit 1 real property from Residential High Density to Central Business District; and

WHEREAS, after due notice, the Planning Commission held a public hearing on the applications and at the conclusion thereof recommended to the City Council that the applications be granted; and

WHEREAS, after due notice, the City Council held a public hearing on the applications and at the conclusion thereof found there was substantial evidence that the applications met the requirements of the Dallas Development Code and were in compliance with the Comprehensive Plan and that the applications should be granted; NOW, THEREFORE,

THE CITY OF DALLAS DOES ORDAIN AS FOLLOWS:

Section 1. The Comprehensive Plan Map designation of the Exhibit 1 real property is hereby changed from Multi-Family to Central Business District.

Section 2. The zoning designation of the Exhibit 1 real property is hereby changed from Residential High Density to Central Business District.

Section 3. The Findings and Conclusions set forth in the staff report on this matter, and File No. CPC 1-07 and File No. ZC 2-07, first submitted into the record herein in a public hearing before the Planning Commission on May 8, 2007, are hereby adopted and approved as the Findings and Conclusions in support of this Comprehensive Plan Map amendment and zone change.

Read for the first time: July 2, 2007
Read for the second time: July 16, 2007
Passed by the City Council: July 16, 2007
Approved by the Mayor: July 16, 2007

ATTEST:

James B. Fairchild, Mayor

Roger Jordan, City Manager

EXHIBIT 1

