



**City Council**

- Mayor  
Brian Dalton
- Council President  
LaVonne Wilson
- Councilor  
Jim Brown
- Councilor  
Jim Fairchild
- Councilor  
Kelly Gablliks
- Councilor  
Beth Jones
- Councilor  
Jackie Lawson
- Councilor  
Kevin Marshall
- Councilor  
Murray Stewart
- Councilor  
Ken Woods, Jr.

**City Staff**

- City Manager  
Ron Foggin
- City Attorney  
Lane Shetterly
- Community Development/  
Operations Director  
Jason Locke
- Finance Director  
Cecilia Ward
- Fire Chief  
Bill Hahn
- Chief of Police  
John Teague
- Engineering Director  
Fred Braun
- City Recorder  
Emily Gagner
- Recording Secretary  
Jeremy Teal

**Dallas City Council Agenda**

**Mayor Brian Dalton, Presiding**

**Monday, September 16**

**7:00 pm**

**Dallas City Hall**

**187 SE Court St.**

**Dallas, OR 97338**

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

AGENDA ITEM	RECOMMENDED ACTION
<b>1. ROLL CALL</b>	
<b>2. PLEDGE OF ALLEGIANCE</b>	
<b>3. COMMENTS FROM AUDIENCE</b> This time is provided for citizens to comment on municipal issues and any agenda items other than public hearings. The Mayor may place time restrictions on comments. Please supply 14 copies of the material brought to the meeting for distribution.	
<b>4. PUBLIC HEARINGS</b> Public comment will be allowed on items appearing on this portion of the agenda following a brief staff report presenting the item and action requested. The Mayor may limit testimony.	
<b>5. CONSENT AGENDA</b> The following items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered separately.	
a. Approve minutes of September 3, 2013 City Council Meeting	PG. 3
b. Recommend OLCC approve special event license to Rogue Ales for Beyond the Harvest festival @ Old Mill Feed	PG. 7
<b>6. ITEMS REMOVED FROM CONSENT AGENDA</b>	
<b>7. REPORTS OR COMMENTS FROM MAYOR AND COUNCIL MEMBERS</b>	
a. General comments from the Council	
<b>8. REPORTS FROM CITY MANAGER AND STAFF</b>	
a. August Financial Report	<b>Information</b> PG. 10
b. Charter franchise meeting update	<b>Information</b> PG. 36
c. Other	



**Our Vision**

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

**Our Mission**

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

**Our Motto**

Commitment to the Community.  
People Serving People.

DALLAS CITY HALL

**City Hall**

Dallas City Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Manager's Office, 503-831-3502 or TDD 503-623-7355.

9.	RESOLUTIONS	
10.	FIRST READING OF ORDINANCE	
11.	SECOND READING OF ORDINANCE	
12.	OTHER BUSINESS	
13.	ADJOURNMENT	

1 The Dallas City Council met in regular session on Tuesday, September 3, 2013, at 7:00 p.m. in  
2 the Council Chambers of City Hall with Mayor Brian Dalton presiding.

3 **ROLL CALL AND PLEDGE OF ALLEGIANCE**

4 Council members present: Councilor Jim Brown, Councilor Jim Fairchild, Councilor Kelly  
5 Gabliks, Councilor Beth Jones, Councilor Jackie Lawson, Councilor Kevin Marshall, Councilor  
6 Murray Stewart, and Council President LaVonne Wilson. Excused: Councilor Ken Woods, Jr.

7 Also present were: City Manager Ron Foggin, City Attorney Teresa Ozias, Finance Director  
8 Cecilia Ward, Engineering and Environmental Services Director Fred Braun, City Recorder  
9 Emily Gagner, and Recording Secretary Jeremy Teal.

10 Mayor Dalton led the Pledge of Allegiance.

11 **COMMENTS FROM THE AUDIENCE**

12 Mayor Dalton asked the audience members to limit their speeches to five minutes.

13 Gene Henshaw, 2424 SW Oakwood Dr, Dallas, invited all the Councilors and city staff to  
14 celebrate Joe Hayward Ford's 40<sup>th</sup> anniversary the following Tuesday, September 10, at 5:30 p.m.

15 Joe Koubek, 565 SE Mifflin St, Dallas, read a statement about utility boxes in town, a copy of  
16 which is attached to these minutes and incorporated herein.

17 **PUBLIC HEARINGS**

18 **CONSENT AGENDA**

19 It was moved by Councilor Gabliks *to approve the Consent Agenda as presented*. The motion  
20 was duly seconded and carried unanimously.

21 Items approved by the Consent Agenda: a) the August 5, 2013, City Council meeting minutes, b)  
22 OLCC Application for Tater's Café.

23 Councilor Lawson noted the OLCC application was not for full alcohol service.

24 **ITEMS REMOVED FROM THE CONSENT AGENDA**

25 There were none.

26 **REPORTS OR COMMENTS FROM THE MAYOR AND COUNCIL MEMBERS**

27 Councilor Gabliks stated she walked the entire Rickreall Creek Trail the past weekend and noted  
28 it was very enjoyable. She reported the Oregonian named Dallas City Park as a premier place to  
29 play disc golf. Councilor Brown stated the Statesman Journal also had an article regarding the  
30 City's disc golf course.

31 **REPORTS FROM CITY MANAGER AND STAFF**

32 **JULY FINANCIAL**

33 Mr. Foggin stated the July Financial Report was good and the accounts receivable aging report  
34 was showing a decrease already.

35 **OTHER**

36 Mr. Foggin reported that the City had received the 2013 City Insurance Services (CIS)/League of  
37 Oregon Cities (LOC) Annual Safety Award and the ceremony would be Friday, September 27 at  
38 the LOC Annual Conference. He noted that Ms. Gagner deserved all the credit for the hard work  
39 that she did with safety for the City.

40 Mr. Foggin stated the Council Committee format would be discussed in the future. He reported

1 there was a meeting tomorrow night at the Polk County Fairgrounds at the arts and crafts building  
2 regarding the Public Safety levy for Polk County at 7:00 p.m.

3 Councilor Brown asked if the City was shutting off water service to residents. Mr. Foggin  
4 confirmed that was true for people who didn't pay their utility bill. Councilor Brown asked how  
5 people were reacting. Mr. Foggin stated the repeat offenders were upset that the system had  
6 caught up to them and were upset with the fees. Councilor Brown asked if people were  
7 appropriately warned before water shut-off occurred. Mr. Foggin stated that the new fees were  
8 advertised in water bills, the newspaper, and online. Councilor Brown asked how many shut off  
9 notices had been sent. Ms. Ward stated there were 40 shut-off notices sent out.

10 Councilor Brown asked if Mr. Foggin was proposing an ordinance change regarding the  
11 subcommittees without Council discussion. Mr. Foggin noted the original proposal was for the  
12 entire Council to be involved in every meeting. He commented that the ordinance stated the  
13 Mayor had obligation to assign all Council members to committees. He advised that his proposal  
14 was to have four Councilors on each subcommittee with the Council President sitting on all  
15 committees and acting as the chair.

16 Councilor Brown noted 40 people getting their water shut off seemed harsh, especially with the  
17 current economic times. Mr. Foggin commented that the ordinance was always there, it was now  
18 being enforced. He noted that there were options for people that could not pay their bills.

19 Council President Wilson asked if it would be appropriate to discuss the committee format in a  
20 workshop and then bring it before the Council. Mr. Foggin stated that would be appropriate.

21 Councilor Brown asked if in upcoming workshops the materials covered could be distributed  
22 prior to the meeting so the members could prepare with questions and have some knowledge of  
23 the subject He commented that he had no idea of the urgency with the training facility. Mr.  
24 Foggin stated there was urgency to the fire training facility, but the Fire Department hadn't  
25 practiced at the tower in four years. He noted that the subject would be kept on the burner.

26 Mr. Foggin advised the Council/School District workshop meeting would be Monday, October 28  
27 at 5:30 pm. He noted the discussion would be graduation rates and school statistics. He asked the  
28 Council to think of questions to ask the School Board if time permitted.

29 **RESOLUTIONS**

30 **FIRST READING OF ORDINANCE**

31 **SECOND READING OF ORDINANCE**

32 **OTHER BUSINESS**

33 Councilor Fairchild advised about a foreclosed house in his neighborhood that was bank owned  
34 and in disrepair and asked if the City could start any action against the house to get it resolved.

35 Mayor Dalton reported that the longboard event was a success. He noted there were a few traffic  
36 issues and a few complaints, but for the most part everyone was thrilled with the event. Councilor  
37 Gabliks complimented the longboarders for leaving absolutely no litter.

38 There being no further business, the meeting adjourned at 7:25 p.m.

Read and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager

Joseph E Koubek  
565 SE Mifflin Street  
Dallas Oregon 97338  
503-480-4093  
[joekoubek@yahoo.com](mailto:joekoubek@yahoo.com)

September 3, 2013

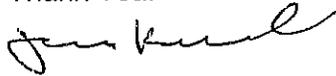
Members of the City Council, City Manager Foggin and Mayor Dalton

I am concerned about the results of utility construction occurring in my neighborhood. There are additional utility cabinets being placed in SE Dallas at a variety of locations including the two locations noted on the attached photos. These locations already had several existing cabinets. The site closest to my home at SE Uglow and SE Academy looks like it will now have six of these boxes! The other location in the photos is right across from the Dallas Aquatics Center and at an access point for the Rickreall Creek Trail System – two of the crown jewels of this community. These new cabinets are unattractive and appear to be very susceptible to vandalism. They appear to be of the lowest quality and cost compared to some of the other cabinets.

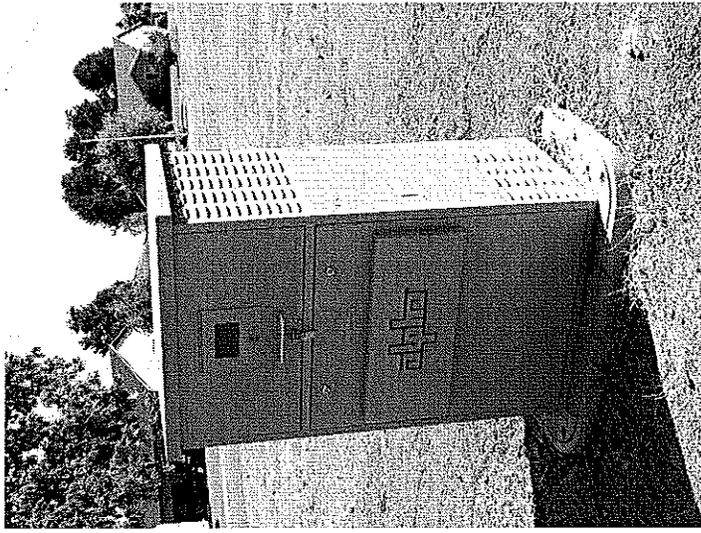
I am wondering if the city signed-off on the design of these additional cabinets. Was the utility and the contractor given carte blanche to install whatever they wanted? How many of these cabinets will be allowed to be in one location? Why couldn't a vault system have been used for some of these locations? At least one of the other existing cabinets has an enclosed electric meter with a sight glass, making it more secure and less unattractive. Could that have been specified for these new cabinets?

I am all for upgraded utilities but I think it can be done in a manner that is more visually acceptable. Dallas grants these utility providers franchises to serve us. We should have a say in what they install. I hope someone from the city's staff will contact me with answers to these questions.

Thank You.

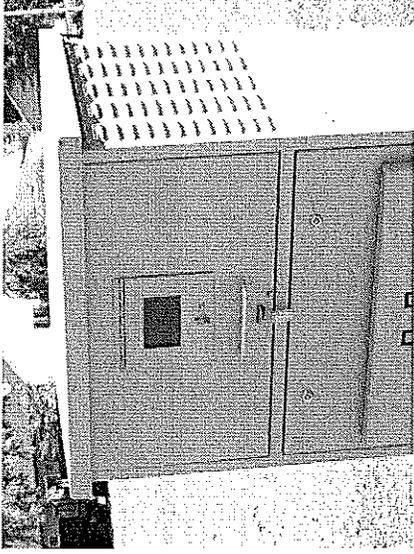


Joe Koubek

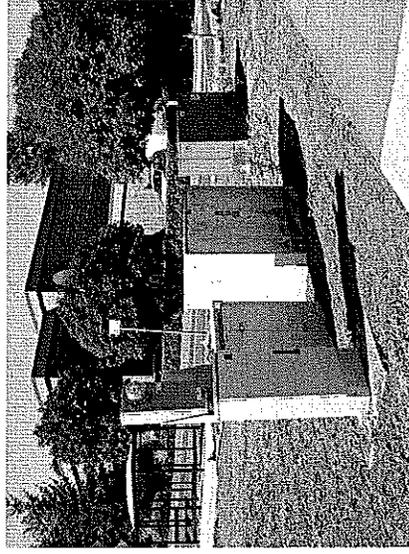


Existing Utility Box  
SE Uglow @ SE Academy

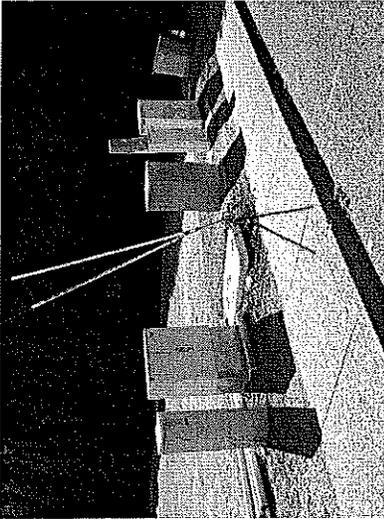
All Photos taken September 3, 2013



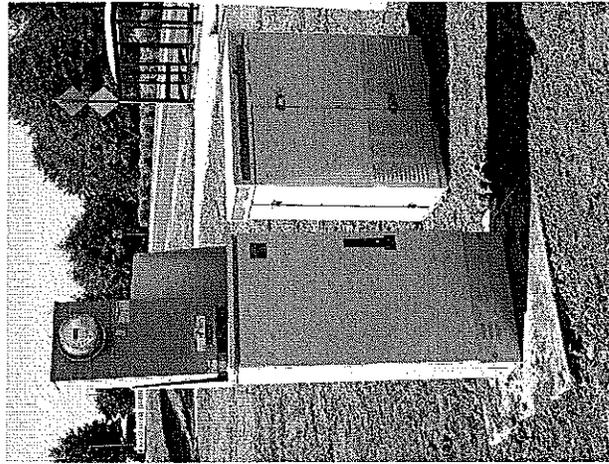
Detail of Electric Meter Window



SE LaCreole @ SE Barberry



SE Uglow @ SE Academy



SE LaCreole @ SE Barberry

Detail of new utility boxes



# SPECIAL EVENT BREWERY-PUBLIC HOUSE APPLICATION

This license allows an Oregon Brewery-Public House Licensee to sell wine, cider, and malt beverages for drinking within the special event licensed area, in sealed containers for taking out of the special event licensed area, and malt beverages, wine, or cider in a securely covered container (i.e. growlers) for taking out of the special event licensed area.

- **Process Time:** OLCC needs your completed application to us in sufficient time to approve it. Sufficient time is typically **one to three weeks before the first event date** listed in #9 below (some events may need extra processing time).
- **License Fee:** \$10 per license day or any part of a license day. **Make payment by check or money order, payable to OLCC.** A license day is from 7:00 am to 2:30 am on the succeeding calendar day.
- **License Days:** In #9 below, you may apply for a maximum of **five** license days per application form.

1. Licensee Name (please print): Jennifer Anderson 2. E-Mail: jennifer@rogue.com  
 3. Trade Name of Business: Rogue Ales 4. Fax: 503.478.8148  
 5. Address of **Annual** Business: 3590 Wigrich Rd. 6. City/ZIP: Independence/97351  
 7. Contact Person: Jennifer Anderson 8. Contact Phone: 503-784-6790  
 9. Date(s) of event (no more than **five** days): September 22, 2013  
 10. Start/End hours of alcohol service: 11:00  AM  PM to 4:00  AM  PM

**LICENSED AREA BOUNDARIES:** ORS 471.159 prohibits the OLCC from licensing an area that does not have defined boundaries. OLCC may require the licensed area to be enclosed and may require you to submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.

11. Address of **Special Event** Licensed Area: 1313 Main Street Dallas, OR  
(Street) (City)

12. Identify the licensed area (for example: entire premises; a room within the premises; an area in a park; etc.):  
Parking lot of Old Mill Feed & Garden; the licensed area will be fenced off from the rest of the festival.
13. List the primary activities within the licensed area (like: dinner; auction; beer festival; wine festival; food fair; art show; music; patron dancing; sports event; etc.):  
"Beyond the Harvest" Festival at the Old Mill Feed & Garden; outdoor bistro
14. Will minors and alcohol be allowed together in the same area?  Yes  No
15. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 200

**PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA:** If your answer to #15 is 501 or more, **in addition to** your answers to questions 16, 17 and 18 you will need to complete the form **OLCC's Plan to Manage Special Events**, unless the OLCC exempts you from this requirement.

16. Describe your plan to prevent problems and violations.  
 There will be a roaming alcohol monitor on duty at the event. There will be an ID checker at the sole entrance to the licensed area who will check IDs of anyone who appears under the age of 26. Only those 21 and over will be allowed to enter the licensed area.
17. Describe your plan to prevent minors from gaining access to alcoholic beverages and from gaining access to any portion of the licensed premises prohibited to minors.  
 All persons at the entrance who appear to be under age 26 will have their IDs checked. Only those over 21 will be allowed to enter the licensed area. There will be an alcohol monitor patrolling the licensed area enforcing OLCC rules & guidelines.

**18. Describe your plan to manage alcohol consumption by adults.**

All volunteers or workers in the licensed area will have their OLCC servers permits and will be trained to follow & enforce OLCC rules & guidelines. VIPs will not be served and will be escorted from the area. Everyone appearing 26 or under will have IDs checked and only those 21 or over will be allowed entry to the licensed area.

**MANAGER AND SERVICE PERMITS:** You must name a manager or managers who will be at the special event.

**19. List person(s) on duty and in the licensed area managing alcohol service:**

Tim Becker

**20. List the service permit # of each person managing alcohol service:**

421270, exp. 10/4/2017

**LIQUOR LIABILITY INSURANCE:** If the licensed area is open to the public and expected attendance is 301 or more per day in the licensed area, you must have at least \$300,000 of liquor liability insurance coverage as required by ORS 471.168.

**21. Insurance Company:** Liberty NW **22. Policy #:** C01274577 **23. Expiration Date:** 12/31/13

**FOOD SERVICE:** You must provide at all times and in all areas where alcohol service is available at least two different substantial food items (see the attached sheet for an explanation of this requirement).

**24. Name at least two different substantial food items that you will provide:**

① Deli Sandwiches      ② Sausages

*Food vendors will be selling these items and these items will be permitted in the licensed area. If someone in the licensed area wants food, we will provide a vendor to get it for them.*

**GOVERNMENT RECOMMENDATION:** Once you've completed this form to this point, you must obtain a recommendation from the local city or county named in #25 below **before** submitting this application to the OLCC.

**25. Name the city if the event address is within a city's limits, or the county if the event address is outside the city's limits:**

Dallas, OR

I affirm that I am authorized to sign this application on behalf of the applicant.

**26. Licensee Name (please print):** Megan Healey

**27. LICENSEE SIGNATURE:**



**28. Date:**

9/10/13

<b>CITY OR COUNTY USE ONLY</b>	
The city/county named in #25 above recommends:	
<input type="checkbox"/> Grant <input type="checkbox"/> Acknowledge <input type="checkbox"/> Deny (attach written explanation of deny recommendation)	
City/County Signature: _____	Date: _____

**FORM TO OLCC:** This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.

<b>OLCC USE ONLY</b>		
Fee Paid: _____	Date: _____	Receipt #: _____
License is: <input type="checkbox"/> Approved <input type="checkbox"/> Denied		
Restrictions: _____		
OLCC Signature: _____	Date: _____	

## FOOD REQUIREMENTS FOR A SPECIAL EVENT BREWERY-PUBLIC HOUSE

### WHAT AMOUNT OF FOOD MUST I PROVIDE?

- **Two different food items:** You must provide at all times and in all areas where alcohol service is available at least two different substantial food items.

### WHAT IS A SUBSTANTIAL FOOD ITEM?

This is a food item that is typically served as a main course or entrée. Some examples are fish, steak, chicken, pasta, pizza, and sandwiches. Side dishes, appetizer items, dessert items, and snack items such as popcorn, peanuts, chips and crackers do not qualify as substantial food items.

### WHAT DOES DIFFERENT MEAN?

*Different* means substantial food items that the OLCC determines differ in their primary ingredients or method of preparation. For example, a turkey sandwich differs from a salami sandwich, a beef burger differs from a turkey burger, and fried chicken differs from baked chicken. Different sizes of the same item are not considered different.

### IS THERE AN EXCEPTION TO PROVIDING THE TWO DIFFERENT SUBSTANTIAL FOOD ITEMS?

The OLCC must determine that the clearly dominant emphasis is food service at all times in the area where alcohol service is available in order for you to provide only one substantial food item. The OLCC will work with you to make this determination prior to approving your application.

### WHAT DOES IT MEAN TO PROVIDE FOOD SERVICE AT ALL TIMES AND IN ALL AREAS WHERE ALCOHOL SERVICE IS AVAILABLE?

Patrons must be able to obtain food service inside the special event licensed area. You may use either of the following two methods to provide food service:

- Within all areas where alcohol service is available, have the minimum required food items available for patrons at all times; or
- Within all areas where alcohol service is available, have a menu of the minimum required food items (plus any other items you may choose to include) available for patrons at all times and be able to provide the food items in the area if a patron chooses to order food. The food items could be kept at a location other than the area where the alcohol is served; however, you must be able to provide the food items to the patron in the area where alcohol service is available.

### IS PROVIDING TASTINGS OF ALCOHOL CONSIDERED PROVIDING ALCOHOL SERVICE?

Yes, providing tastings of alcohol is considered providing alcohol service; therefore, the food requirements must be met.

### CAN I USE FOOD PROVIDED BY A CONTRACTOR OR CONTRACTORS TO MEET THE FOOD REQUIREMENT?

Yes, the food service may be provided by someone other than you; however, even if food service is provided by a contractor, you are fully responsible for compliance with the food requirements. You may sell or serve alcohol only when food service that meets the requirement is provided to patrons at all times and in all areas where alcohol service is available.

### WHO CAN THE CONTRACT FOR THE FOOD SERVICE BE WITH?

The contract can be between:

- You (the OLCC licensee) and the food service contractor; or
- The organizer of the event and the food service contractor.

### DOES THE FOOD SERVICE CONTRACT NEED TO BE IN WRITING?

No, the food service contract does not need to be in writing; however, you may sell or serve alcohol only when food service that meets the requirement is provided to patrons at all times and in all areas where alcohol service is available.

# DALLAS CITY COUNCIL REPORT

To: DALLAS CITY COUNCIL

<i>City of Dallas</i>	<b>Agenda Item No. 8a</b>	<b>Topic:</b> August 2013 Financial Reports
<b>Prepared By:</b> Cecilia Ward	<b>Meeting Date:</b> September 16, 2013	<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Approved By:</b> Ron Foggin		

RECOMMENDED MOTION:

Information Only

BACKGROUND:

Provided is the monthly financial reports for the month of August 2013.

For August 2013:

- Percent collected/spent should be at 16.67%. This can vary up or down depending on seasonal or one-time revenues and expenditures.
- Finance Department expenditures are trending high due to annual payments for municipal memberships and software maintenance. Also a payment has been made to the auditors for work that has been completed for the FY 2012-2013 audit.

FISCAL IMPACT:

None

ATTACHMENTS:

August 2013 Financial Reports

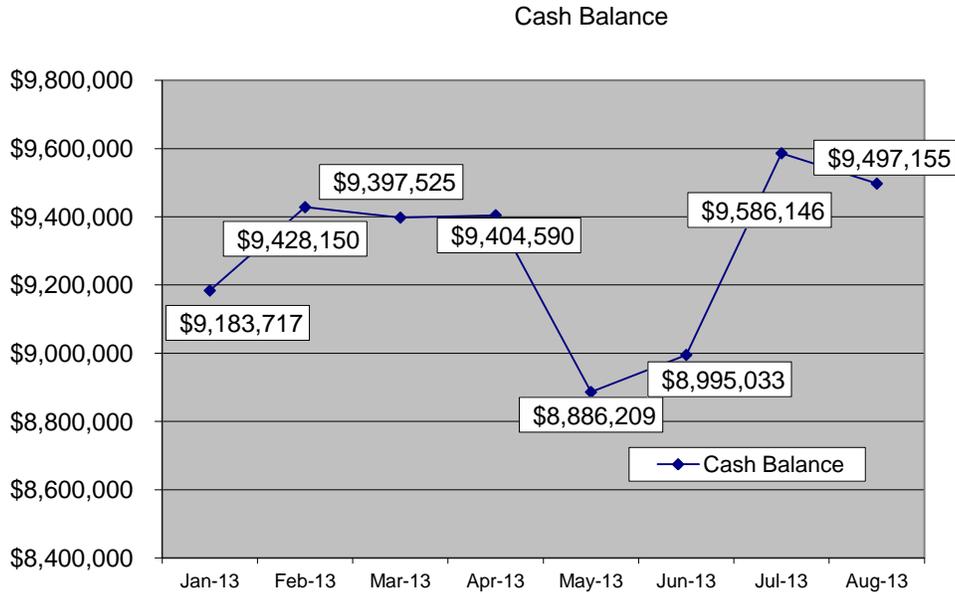


**Monthly Financials**  
**for the Month of**  
**August 2013**

**CITY OF DALLAS**  
**Cash Report**  
**For the Period Ending August 30, 2013**

Cash on hand	\$ 645
Cash in Investments	8,276,118
Cash in Bank	1,220,391
Total Cash Balance as of 8/31/2013	<u>\$ 9,497,155</u>

Restricted/Committed	\$ 6,156,132
Unrestricted	3,341,023
	<u>\$ 9,497,155</u>

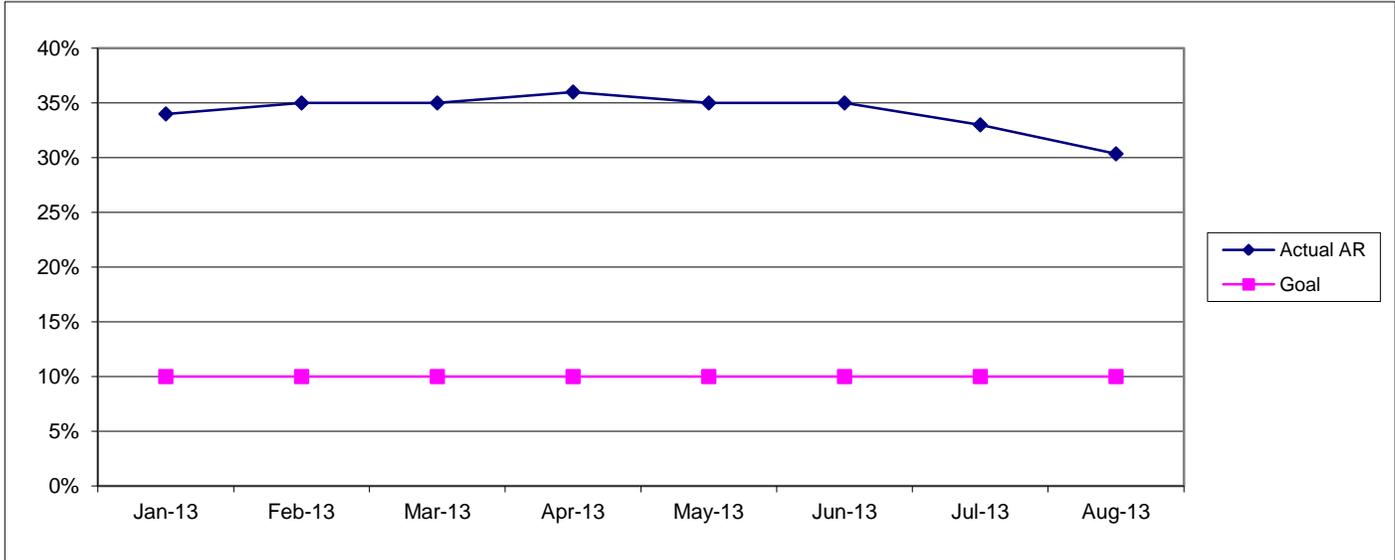


Investment Breakdown

	<u>Ending Bal</u>	<u>Interest YTD</u>
LGIP	\$ 7,098,041	\$ 6,612
Wells Fargo Savings	1,178,077	\$ 60
	<u>\$ 8,276,118</u>	<u>\$ 6,672</u>

**UTILITY AGING REPORT**  
**August 31, 2013**

	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13
Actual AR	34%	35%	35%	36%	35%	35%	33%	30%
Goal	10%	10%	10%	10%	10%	10%	10%	10%

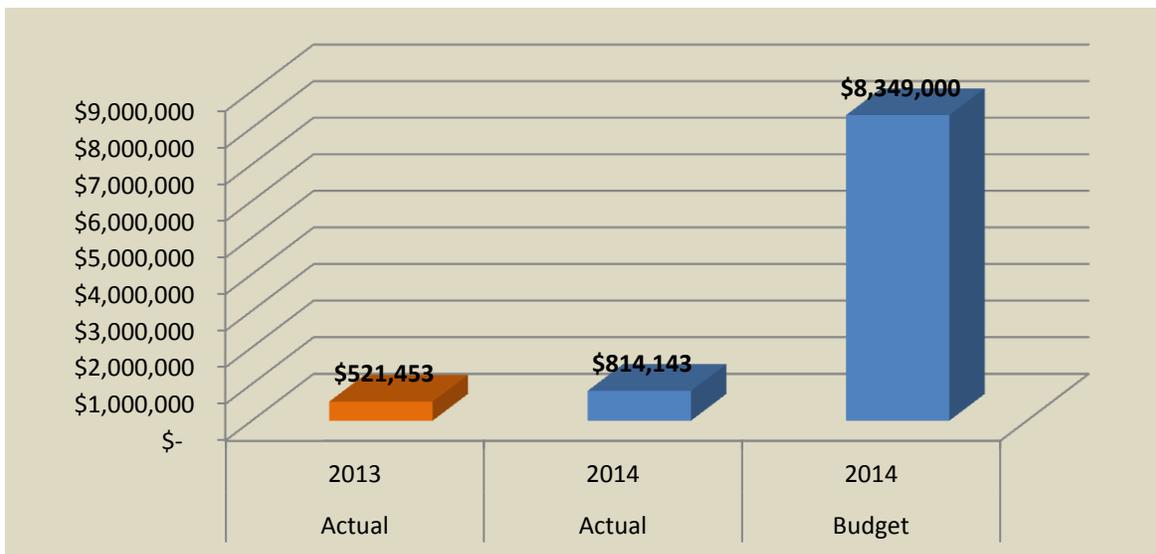


\* Report is for accounts receivable greater than 90 days

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**General Fund Revenue**

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Collected
	Actual 2013	Actual 2014			
Licenses, Permits and Fees	\$ 140,599	\$ 264,791	\$ 1,379,000	\$ 1,114,209	19.2%
Fines and Forfeitures	18,479	15,138	155,000	139,862	9.8%
Recreation Fees	94,408	93,192	461,000	367,808	20.2%
Library Fees	18,835	18,516	75,000	56,484	24.7%
Property Taxes	53,665	57,485	3,444,000	3,386,515	1.7%
Miscellaneous Taxes	16,813	19,849	225,000	205,151	8.8%
Franchise Fees	150,740	126,418	1,105,000	978,582	11.4%
Inter-governmental	-	-	187,000	187,000	0.0%
Miscellaneous Revenue	1,827	5,258	43,000	37,742	12.2%
Interest Earnings	-	1,465	15,000	13,535	9.8%
Transfers	26,087	212,032	1,260,000	1,047,969	16.8%
	<b>\$ 521,453</b>	<b>\$ 814,143</b>	<b>\$ 8,349,000</b>	<b>\$ 1,621,879</b>	<b>9.8%</b>



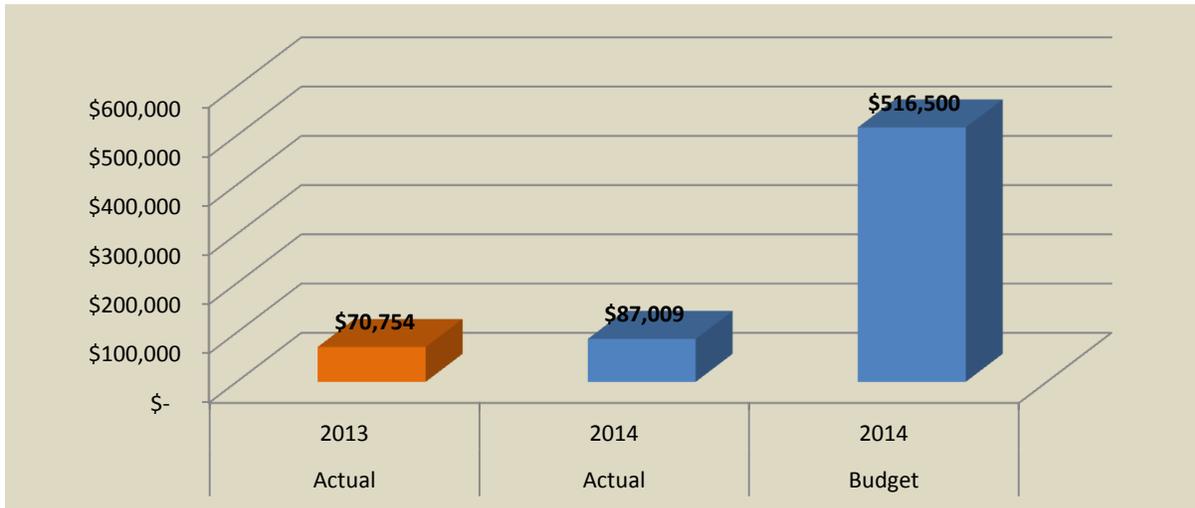
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Administration**

Description	Year-to-Date		Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013		Actual 2014				
Personal Services	\$ 52,862		\$ 67,854		\$ 376,000	\$ 308,146	18.0%
Materials and Supplies	17,892		19,156		140,500	121,344	13.6%
	<b>\$ 70,754</b>		<b>\$ 87,009</b>		<b>\$ 516,500</b>	<b>\$ 429,491</b>	<b>16.8%</b>

There are no capital expenditures budgeted in this department.



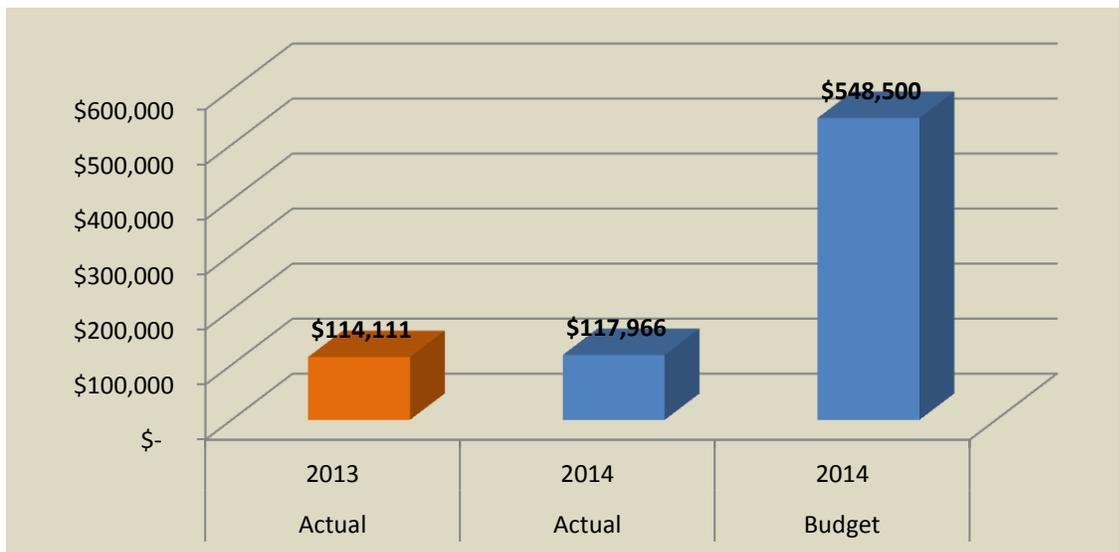
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Finance**

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 55,317	\$ 58,611	\$ 361,000	\$ 302,389	16.2%
Materials and Supplies	58,794	59,355	187,500	128,145	31.7%
	<b>\$ 114,111</b>	<b>\$ 117,966</b>	<b>\$ 548,500</b>	<b>\$ 430,534</b>	<b>21.5%</b>

There are no capital expenditures budgeted in this department.



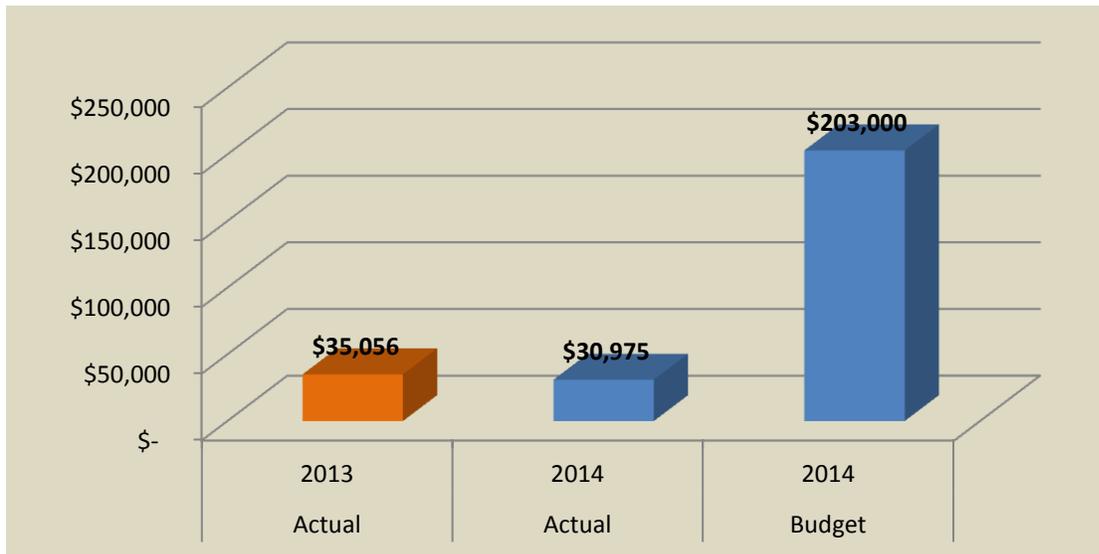
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Facilities**

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 18,761	\$ 19,329	\$ 121,000	\$ 101,671	16.0%
Materials and Supplies	16,295	11,646	67,000	55,354	17.4%
Capital Outlay	-	-	15,000	15,000	0.0%
	<b>\$ 35,056</b>	<b>\$ 30,975</b>	<b>\$ 203,000</b>	<b>\$ 172,025</b>	<b>15.3%</b>

Capital Expenditures: HVAC system for Carnegie Building - \$15,000



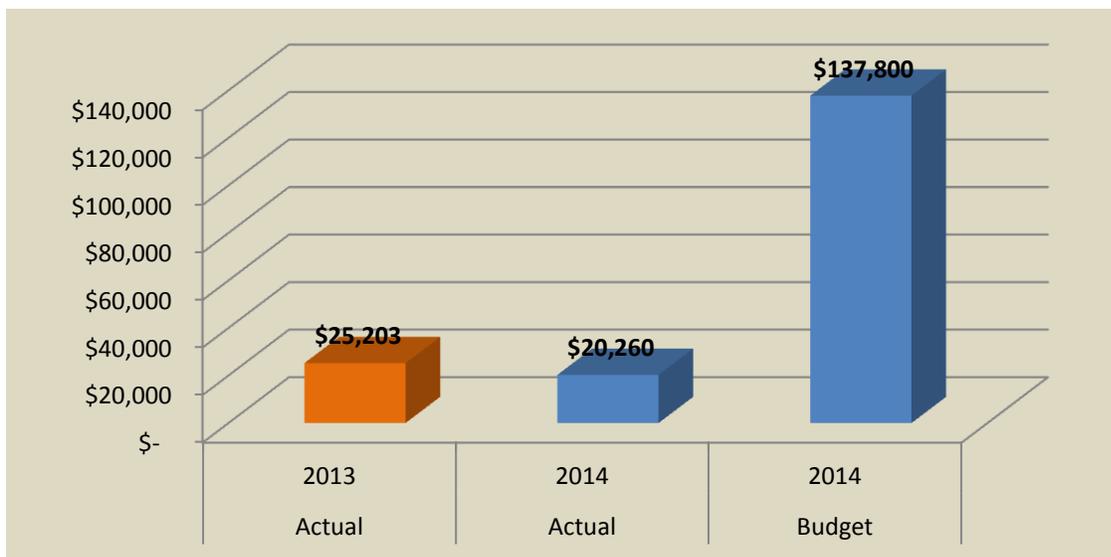
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Municipal Court**

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 23,195	\$ 17,197	\$ 108,500	\$ 91,303	15.8%
Materials and Supplies	2,008	3,063	29,300	26,237	10.5%
	<b>\$ 25,203</b>	<b>\$ 20,260</b>	<b>\$ 137,800</b>	<b>\$ 117,540</b>	<b>14.7%</b>

There are no capital expenditures budgeted in this department.



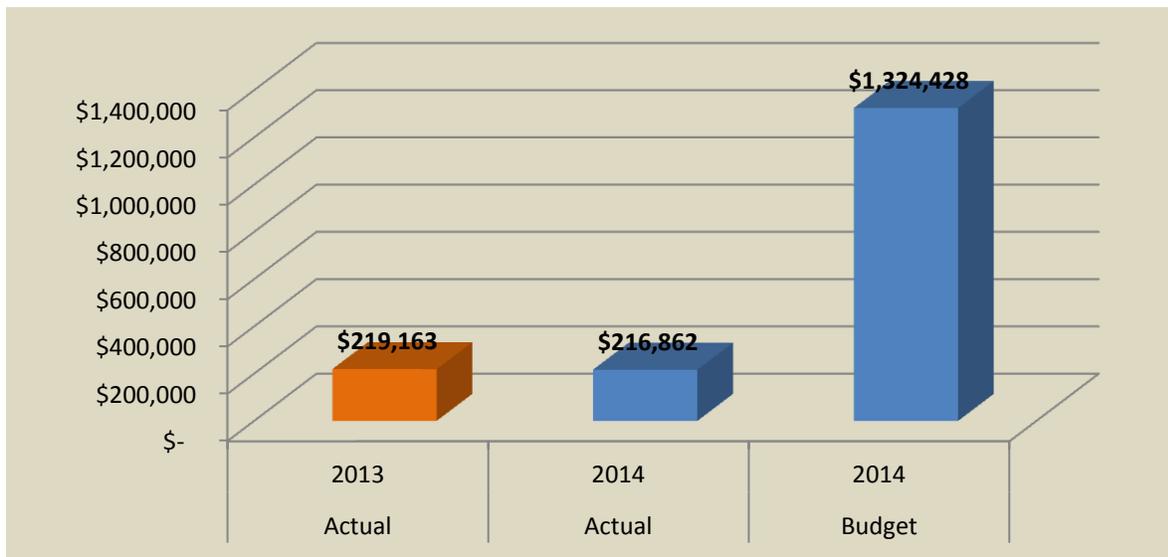
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Ambulance**

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 160,575	\$ 152,288	\$ 927,000	\$ 774,712	16.4%
Materials and Supplies	51,210	56,443	320,125	263,682	17.6%
Capital Outlay	2,379	3,131	10,000	6,869	31.3%
Debt Service	-	-	37,303	37,303	0.0%
Transfers	5,000	5,000	30,000	25,000	16.7%
	<b>\$ 219,163</b>	<b>\$ 216,862</b>	<b>\$ 1,324,428</b>	<b>\$ 1,107,566</b>	<b>16.4%</b>

Capital Expenditures: Replacement of medical equipment - \$7,000  
 Replacement of turnouts - \$3,000



**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Fire**

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 86,448	\$ 74,205	\$ 421,000	\$ 346,795	17.6%
Materials and Supplies	39,020	42,351	273,000	230,649	15.5%
Capital Outlay	6,164	6,307	38,000	31,693	16.6%
Transfers	4,900	4,900	29,400	24,500	16.7%
	<b>\$ 136,531</b>	<b>\$ 127,763</b>	<b>\$ 761,400</b>	<b>\$ 633,637</b>	<b>16.8%</b>

Capital Expenditures:                      Replacement of equipment - \$8,000  
    Replacement of turnouts - \$30,000



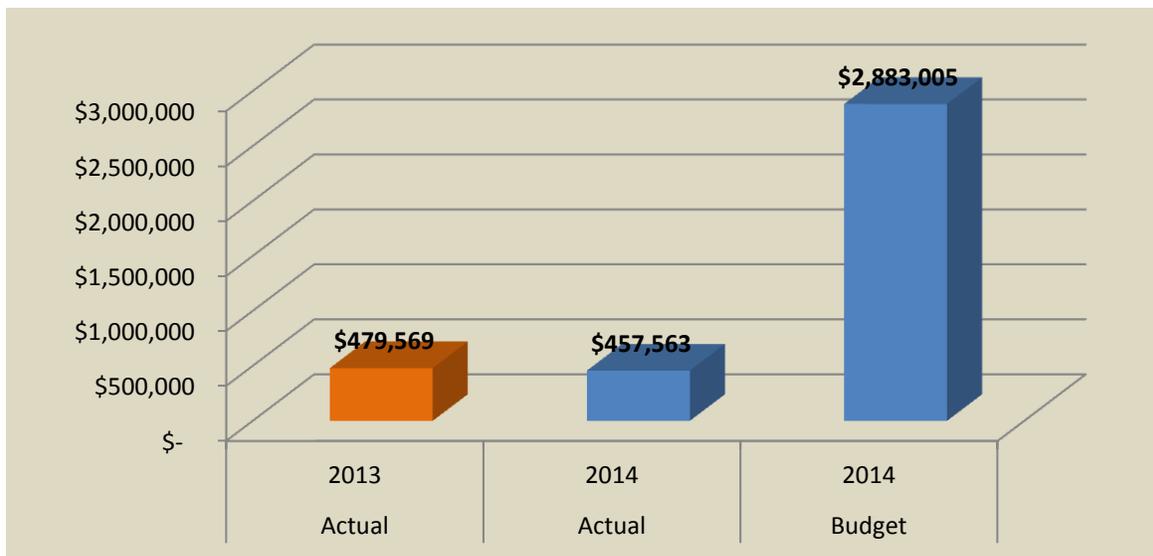
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Police**

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 430,761	\$ 405,880	\$ 2,445,000	\$ 2,039,120	16.6%
Materials and Supplies	44,308	47,183	411,005	363,822	11.5%
Transfers	4,500	4,500	27,000	22,500	16.7%
	<b>\$ 479,569</b>	<b>\$ 457,563</b>	<b>\$ 2,883,005</b>	<b>\$ 2,425,442</b>	<b>15.9%</b>

There are no capital expenditures budgeted in this department.



**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Library**

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 55,035	\$ 59,317	\$ 339,000	\$ 279,683	17.5%
Materials and Supplies	21,543	13,361	75,950	62,589	17.6%
	<b>\$ 76,578</b>	<b>\$ 72,679</b>	<b>\$ 414,950</b>	<b>\$ 342,271</b>	<b>17.5%</b>

There are no capital expenditures budgeted in this department.



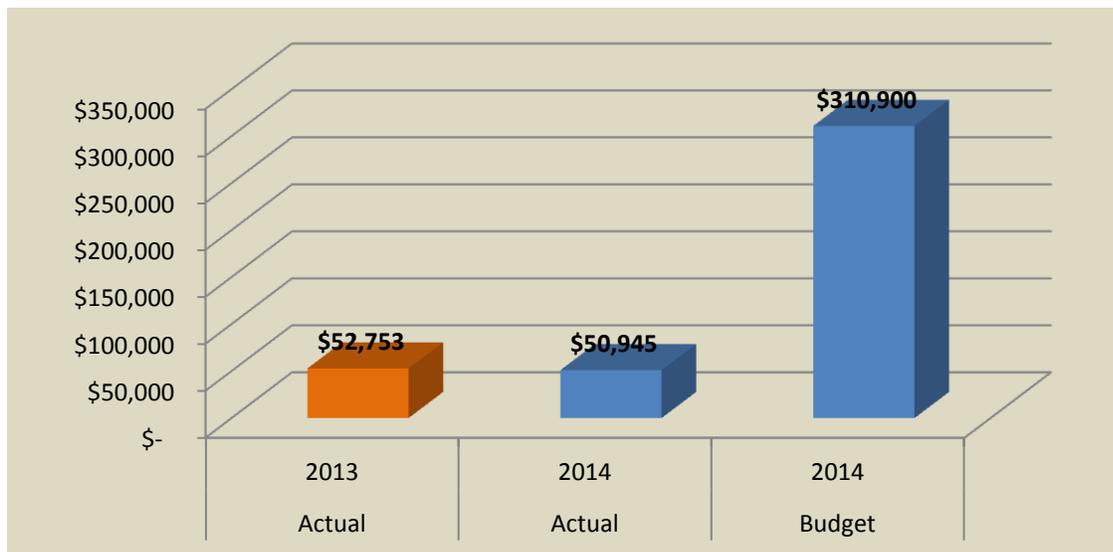
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Parks**

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	29,724	30,224	208,000	\$ 177,776	14.5%
Materials and Supplies	22,196	19,888	97,900	78,012	20.3%
Transfers	833	833	5,000	4,167	0.0%
	<b>\$ 52,753</b>	<b>\$ 50,945</b>	<b>\$ 310,900</b>	<b>\$ 259,955</b>	<b>16.4%</b>

There are no capital expenditures budgeted in this department.



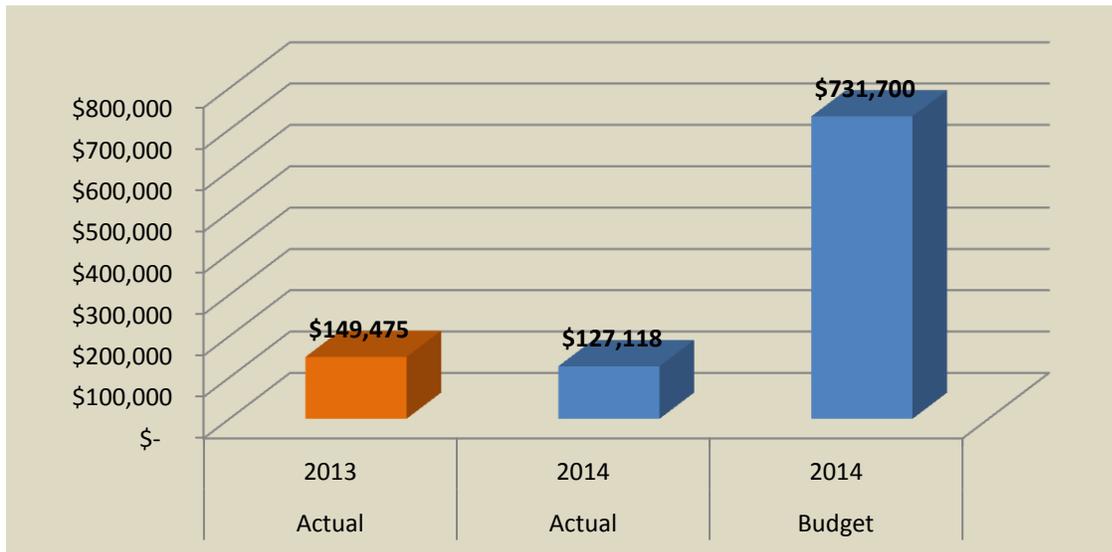
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Aquatic Center**

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 91,602	\$ 76,224	\$ 410,000	\$ 333,776	18.6%
Materials and Supplies	49,539	42,561	271,700	229,139	15.7%
Capital Outlay	8,333	8,333	50,000	41,667	16.7%
	<b>\$ 149,475</b>	<b>\$ 127,118</b>	<b>\$ 731,700</b>	<b>\$ 604,582</b>	<b>17.4%</b>

Capital Expenditures:                      Equipment Reimbursement - \$50,000



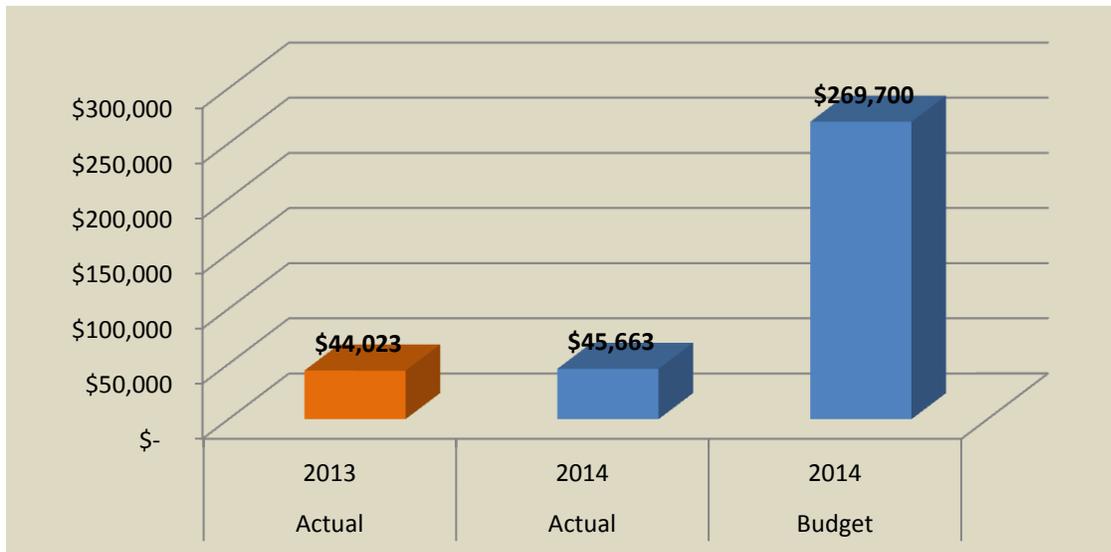
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Building Inspections**

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 39,806	\$ 42,680	\$ 253,000	\$ 210,320	16.9%
Materials and Supplies	4,217	2,983	16,700	13,717	17.9%
	<b>\$ 44,023</b>	<b>\$ 45,663</b>	<b>\$ 269,700</b>	<b>\$ 224,037</b>	<b>16.9%</b>

There are no capital expenditures budgeted in this department.



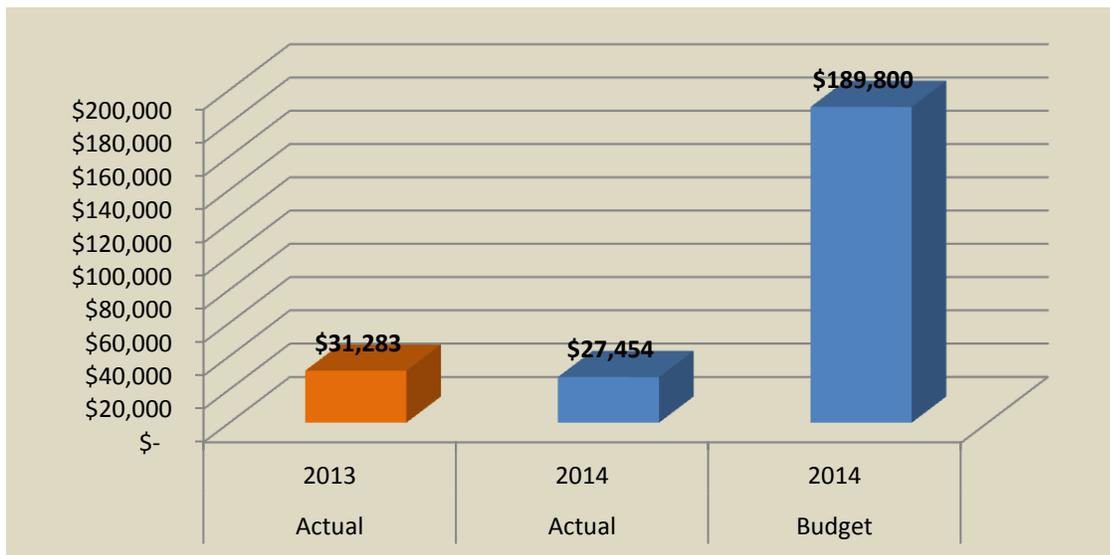
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Planning**

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
Personal Services	\$ 26,560	\$ 24,300	\$ 147,000	\$ 122,700	16.5%
Materials and Supplies	4,157	2,587	39,400	36,813	6.6%
Transfers	567	567	3,400	2,833	16.7%
	<b>\$ 31,283</b>	<b>\$ 27,454</b>	<b>\$ 189,800</b>	<b>\$ 162,346</b>	<b>14.5%</b>

There are no capital expenditures budgeted in this department.



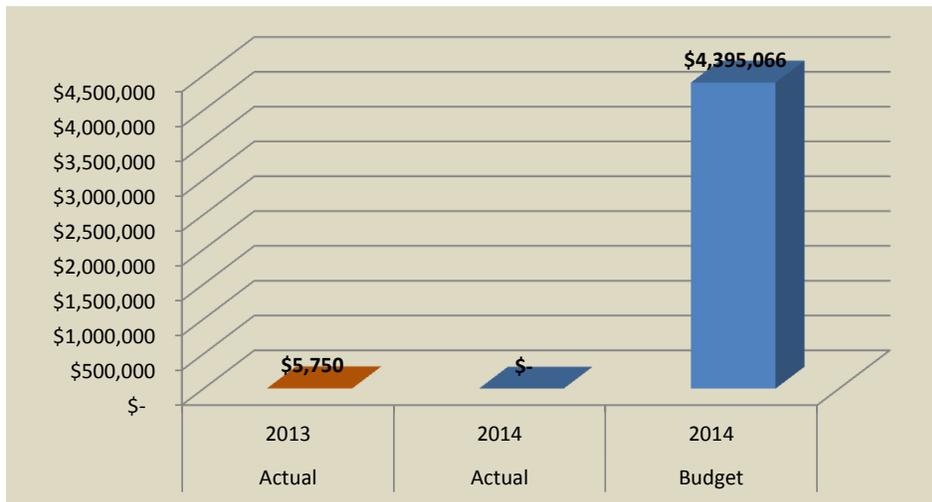
**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

Department: System Development Fund

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Collected
	Actual 2013	Actual 2014			
<b>Revenue</b>					
Streets SDC	\$ 9,094	\$ 16,250	\$ 50,000	\$ 33,750	32.5%
Parks SDC	17,766	31,758	100,000	68,242	31.8%
Water SDC	17,272	60,881	100,000	39,119	60.9%
Sewer SDC	15,833	80,036	140,000	59,964	57.2%
Storm Water SDC	7,260	12,976	30,000	17,024	43.3%
Transfers	-	-	80,066	80,066	0.0%
	<b>\$ 67,225</b>	<b>\$ 201,902</b>	<b>\$ 500,066</b>	<b>\$ 116,106</b>	<b>40.4%</b>

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
<b>Expenditures</b>					
Street SDC Projects	\$ -	\$ -	\$ 240,000	\$ 240,000	0.0%
Park SDC Projects	800	-	242,451	242,451	0.0%
Water SDC Projects	-	-	225,000	225,000	0.0%
Sewer SDC Projects	-	-	3,627,615	3,627,615	0.0%
Storm Water SDC Projects	-	-	60,000	60,000	0.0%
Transfers (none for 2014)	4,950	-	-	-	
	<b>\$ 5,750</b>	<b>\$ -</b>	<b>\$ 4,395,066</b>	<b>\$ 4,395,066</b>	<b>0.0%</b>



16.67% Through the Fiscal Year

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Streets**

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Collected
	Actual 2013	Actual 2014			
<b>Revenue</b>					
Highway Reimbursement & Appropriations	\$ 129,934	\$ 286,386	\$ 1,025,000	\$ 738,614	27.9%
Miscellaneous Revenue and Interest	596	916	66,060	65,144	1.4%
	<b>\$ 130,530</b>	<b>\$ 287,302</b>	<b>\$ 1,091,060</b>	<b>\$ 803,758</b>	<b>26.3%</b>

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
<b>Expenditures</b>					
Personal Services	\$ 54,707	\$ 51,361	\$ 292,000	\$ 240,639	17.6%
Materials and Supplies	38,514	35,657	261,700	226,043	13.6%
Capital Outlay	7,181	-	495,000	495,000	0.0%
Transfers	13,333	13,333	80,000	66,667	16.7%
	<b>\$ 113,736</b>	<b>\$ 100,351</b>	<b>\$ 1,128,700</b>	<b>\$ 1,028,349</b>	<b>8.9%</b>

Capital Expenditures: Contractual Overlays - \$475,000  
Sidewalks - \$20,000



**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

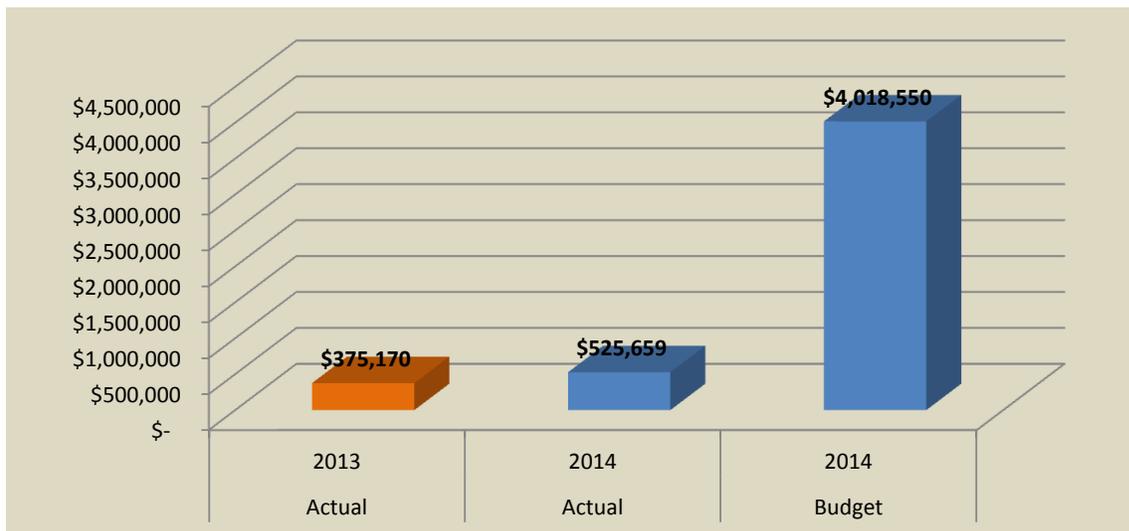
Department: Sewer

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Collected
	Actual 2013	Actual 2014			
<b>Revenue</b>					
Service Charges and Hook Up Fees	\$ 504,825	\$ 530,068	\$ 3,037,000	\$ 2,506,932	17.5%
Miscellaneous Revenue and Interest	18,744	236,062	120,000	(116,062)	196.7%
	<b>\$ 523,569</b>	<b>\$ 766,129</b>	<b>\$ 3,157,000</b>	<b>\$ 2,390,871</b>	<b>24.3%</b>

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
<b>Expenditures</b>					
Personal Services	\$ 98,796	\$ 99,039	\$ 593,500	\$ 494,461	16.7%
Materials and Supplies	163,774	170,947	1,060,500	\$ 889,553	16.1%
Capital Outlay	20,933	71,748	810,000	\$ 738,252	8.9%
Transfers	91,667	91,667	550,000	\$ 458,333	0.0%
Debt Service (2013 in Debt Service Fund)	-	92,259	1,004,550	\$ 912,291	9.2%
	<b>\$ 375,170</b>	<b>\$ 525,659</b>	<b>\$ 4,018,550</b>	<b>\$ 3,492,891</b>	<b>13.1%</b>

Capital Expenditures:

- Equipment - \$65,000
- Rickereall Crk Interceptor CIP - \$500,000
- Siphon Replacement - \$100,000
- I & I - \$25,000
- Storm Projects - \$20,000
- WWTF Capital Improvements - \$50,000
- Sewer Replacement Projects - \$50,000



**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

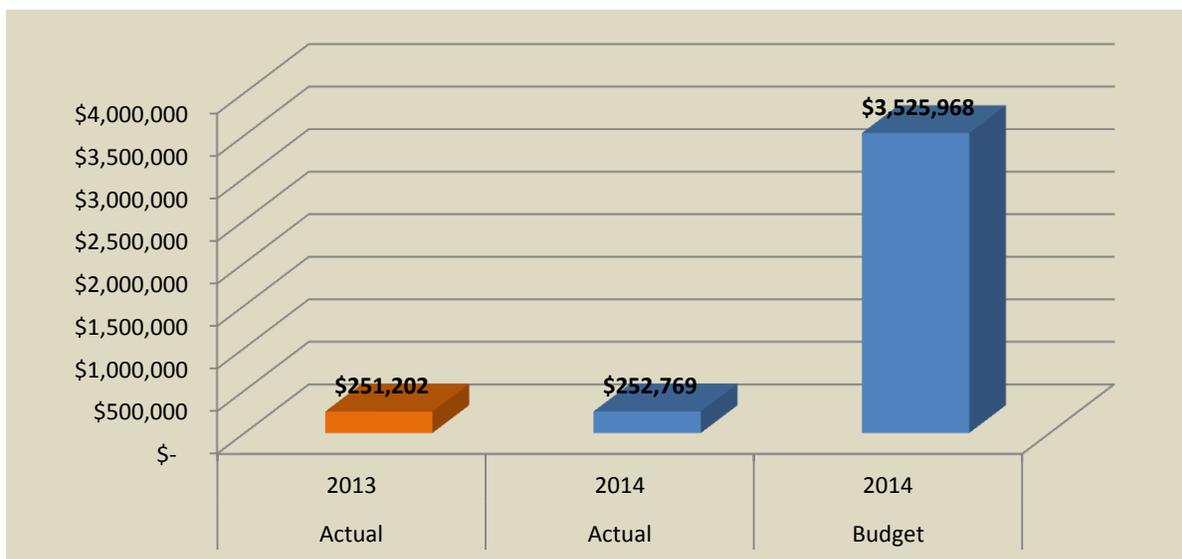
**Department: Water**

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Collected
	Actual 2013	Actual 2014			
<b>Revenue</b>					
Service Charges and Connection Fees	\$ 387,156	\$ 506,779	\$ 2,142,000	\$ 1,635,221	23.7%
Miscellaneous Revenue and Interest	11,671	10,256	1,545,000	1,534,744	0.7%
	<b>\$ 398,827</b>	<b>\$ 517,035</b>	<b>\$ 3,687,000</b>	<b>\$ 3,169,965</b>	<b>14.0%</b>

Description	Year-to-Date	Year-to-Date	Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
<b>Expenditures</b>					
Personal Services	\$ 65,319	\$ 64,851	\$ 398,000	\$ 333,149	16.3%
Materials and Supplies	115,050	117,085	705,000	587,915	16.6%
Capital Outlay	-	-	1,650,000	1,650,000	0.0%
Transfers	70,833	70,833	425,000	354,167	16.7%
Debt Service (2013 in Debt Service Fund)	-	-	347,968	347,968	0.0%
	<b>\$ 251,202</b>	<b>\$ 252,769</b>	<b>\$ 3,525,968</b>	<b>\$ 3,273,199</b>	<b>7.2%</b>

Capital Expenditures:

- AMR Project- \$1,500,000
- Water Line Replacement Project - \$50,000
- Transmission Water Line- \$100,000



**16.67% Through the Fiscal Year**

**City of Dallas**  
**Monthly Financials**  
**August 2013**

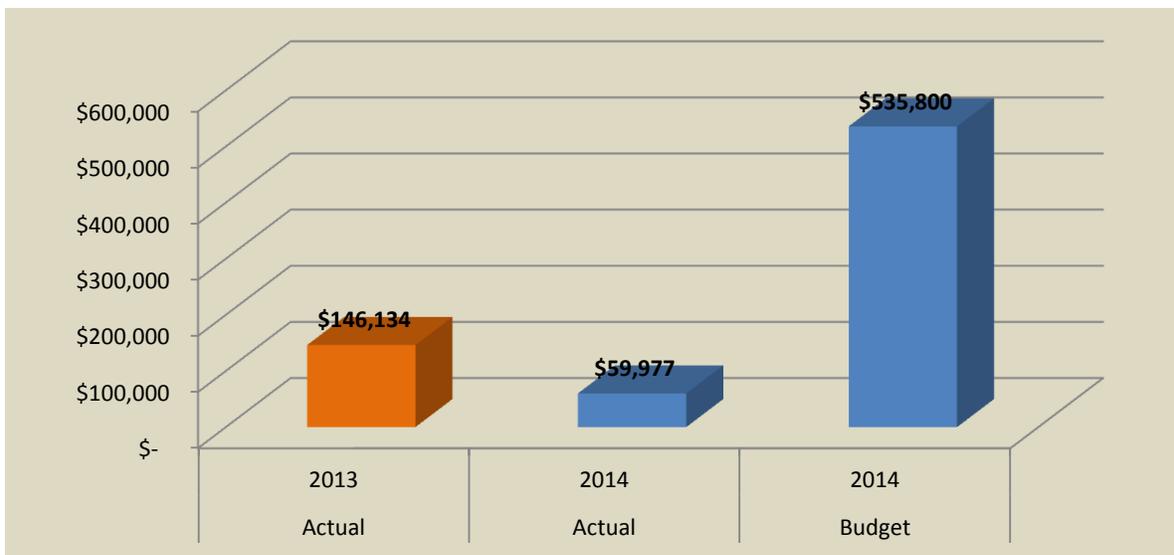
Department: Fleet

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Collected
	Actual 2013	Actual 2014			
<b>Revenue</b>					
Service Charges and Total Care	\$ 76,454	\$ 74,934	\$ 454,000	\$ 379,066	16.5%
Miscellaneous Revenue	24,255	23,050	140,800	117,750	16.4%
	<b>\$ 100,708</b>	<b>\$ 97,984</b>	<b>\$ 594,800</b>	<b>\$ 496,816</b>	<b>16.5%</b>

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
<b>Expenditures</b>					
Personal Services	\$ 9,493	\$ 9,546	\$ 67,000	\$ 57,454	14.2%
Materials and Supplies	125,949	41,799	215,200	173,401	19.4%
Capital Outlay	10,692	8,631	87,000	78,369	9.9%
Transfers	-	-	166,600	166,600	0.0%
	<b>\$ 146,134</b>	<b>\$ 59,977</b>	<b>\$ 535,800</b>	<b>\$ 475,823</b>	<b>11.2%</b>

Capital Expenditures:

Equipment - \$65,000 (Sewer Camera System)  
 Building Improvements - \$32,000



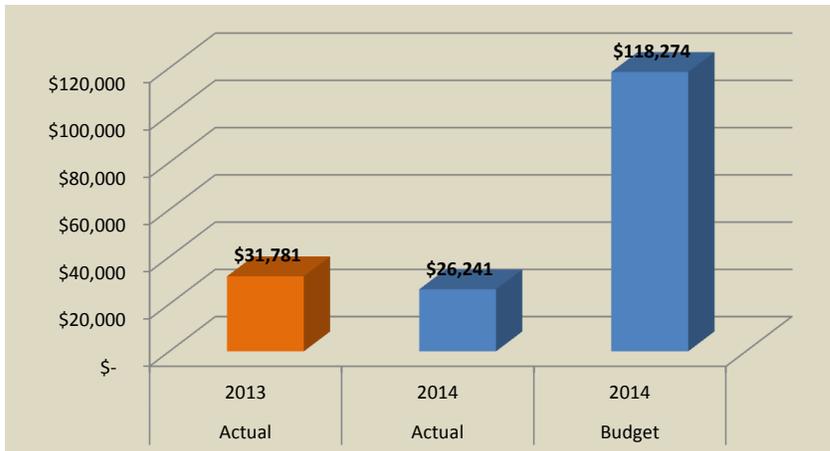
16.67% Through the Fiscal Year

**City of Dallas**  
**Monthly Financials**  
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Department: Trust Fund

Description	Year-to-Date Actual 2013	Year-to-Date Actual 2014	Budget 2014	Budget Remaining	Percent Collected
<b>Revenue</b>					
Aquatics	\$ -	\$ -	\$ -	\$ -	
Fire and Ambulance	13,279	9,948	30,000	20,052	33.2%
Street	-	-	-	-	
Transient Lodging	19,003	-	-	-	
Miscellaneous	1,291	-	1,000	1,000	0.0%
Economic Development	2,500	-	30,000	30,000	0.0%
Park	1,175	-	-	-	
Police	1,344	-	-	-	
Library	483	5,208	5,800	592	89.8%
	<b>\$ 39,075</b>	<b>\$ 15,156</b>	<b>\$ 66,800</b>	<b>\$ 51,644</b>	<b>22.7%</b>

Description	Year-to-Date Actual 2013	Year-to-Date Actual 2014	Budget 2014	Budget Remaining	Percent Spent
<b>Expenditures</b>					
Aquatics	\$ 3,490	\$ -	\$ -	\$ -	
Fire and Ambulance	7,217	12,556	61,274	48,718	20.5%
Street	-	-	-	-	
Transient Lodging	16,640	-	-	-	
Miscellaneous	274	-	3,000	3,000	0.0%
Economic Development	2,165	11,935	48,000	36,065	24.9%
Park	730	50	-	(50)	
Police	33	33	-	(33)	
Library	1,232	1,667	6,000	4,333	27.8%
	<b>\$ 31,781</b>	<b>\$ 26,241</b>	<b>\$ 118,274</b>	<b>\$ 92,033</b>	<b>22.2%</b>



16.67% Through the Fiscal Year

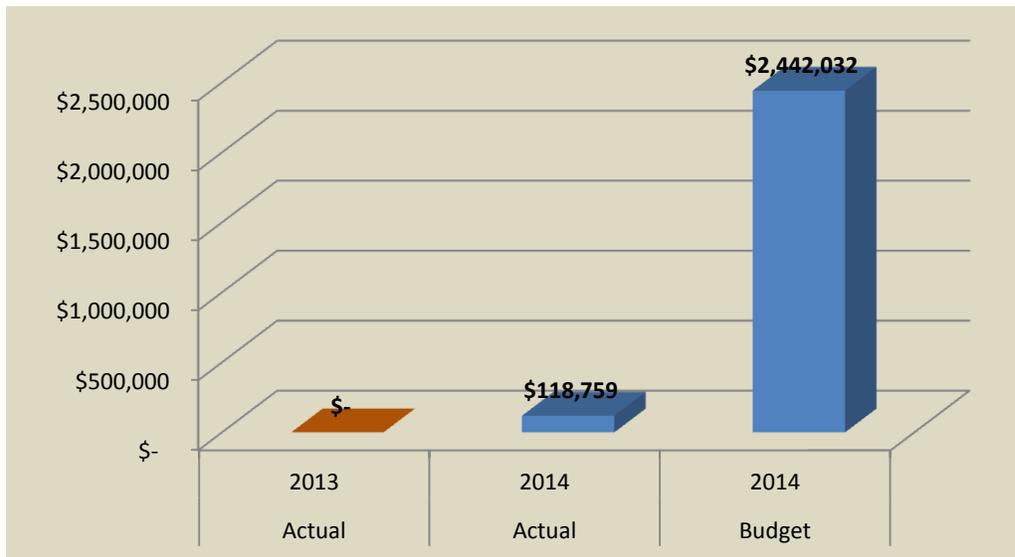
**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: Grant Fund**

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Collected
	Actual 2013	Actual 2014			
<b>Revenue</b>					
Police	\$ -	\$ 750	\$ 12,000	\$ 11,250	6.3%
Fire	-	-	456,532	456,532	0.0%
Parks and Trails	-	-	470,000	470,000	0.0%
Miscellaneous	769	-	1,503,500	1,503,500	0.0%
	<b>\$ 769</b>	<b>\$ 750</b>	<b>\$ 2,442,032</b>	<b>\$ 2,441,282</b>	<b>0.0%</b>

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
<b>Expenditures</b>					
Police	\$ -	\$ 750	\$ 12,000	\$ 11,250	6.3%
Fire	-	-	456,532	456,532	0.0%
Parks and Trails	-	117,331	470,000	352,669	25.0%
Miscellaneous	-	678	1,503,500	1,502,822	0.0%
	<b>\$ -</b>	<b>\$ 118,759</b>	<b>\$ 2,442,032</b>	<b>\$ 2,323,273</b>	<b>4.9%</b>

Grant Projects: Police - vests, misc.  
 Fire - Hydraulic rescue tool system, pumper  
 Parks and Trails - Rickreall Crk Trail System  
 Miscellaneous - CDBG; Ready to Read



**16.67% Through the Fiscal Year**

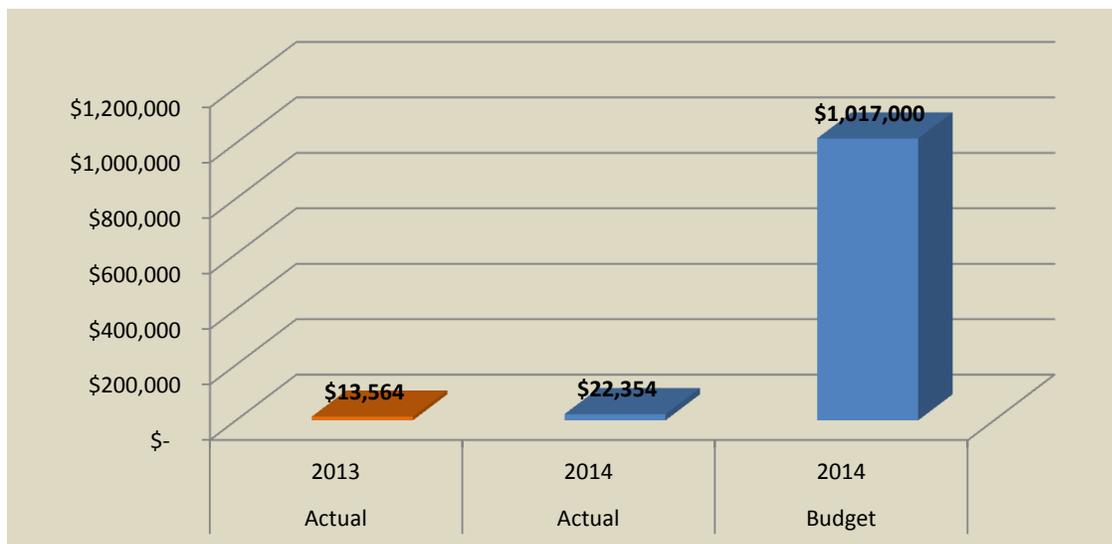
**City of Dallas**  
**Monthly Financials**  
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Department: Urban Renewal Fund

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Collected
	Actual 2013	Actual 2014			
<b>Revenue</b>					
Property Taxes	\$ 1,606	\$ 1,686	\$ 125,000	\$ 123,314	1.3%
Interest Earnings	346	412	1,000	588	41.2%
Miscellaneous Revenue	-	50	1,000	950	5.0%
Finance Proceeds	-	750,000	750,000	-	100.0%
	<b>\$ 1,953</b>	<b>\$ 752,147</b>	<b>\$ 877,000</b>	<b>\$ 123,903</b>	<b>85.8%</b>

Description	Year-to-Date		Budget 2014	Budget Remaining	Percent Spent
	Actual 2013	Actual 2014			
<b>Expenditures</b>					
Personal Services	\$ 2,499	\$ 2,595	\$ 16,000	\$ 13,405	16.2%
Debt Service	-	-	80,000	80,000	0.0%
Capital Expenditures	11,064	16,042	875,000	858,958	1.8%
Materials and Services	-	3,716	6,000	2,284	61.9%
Grants	-	-	40,000	40,000	0.0%
	<b>\$ 13,564</b>	<b>\$ 22,354</b>	<b>\$ 1,017,000</b>	<b>\$ 994,646</b>	<b>2.2%</b>

Capital Expenditures: 800/900 Block Main Street Project  
 Property Acquisition



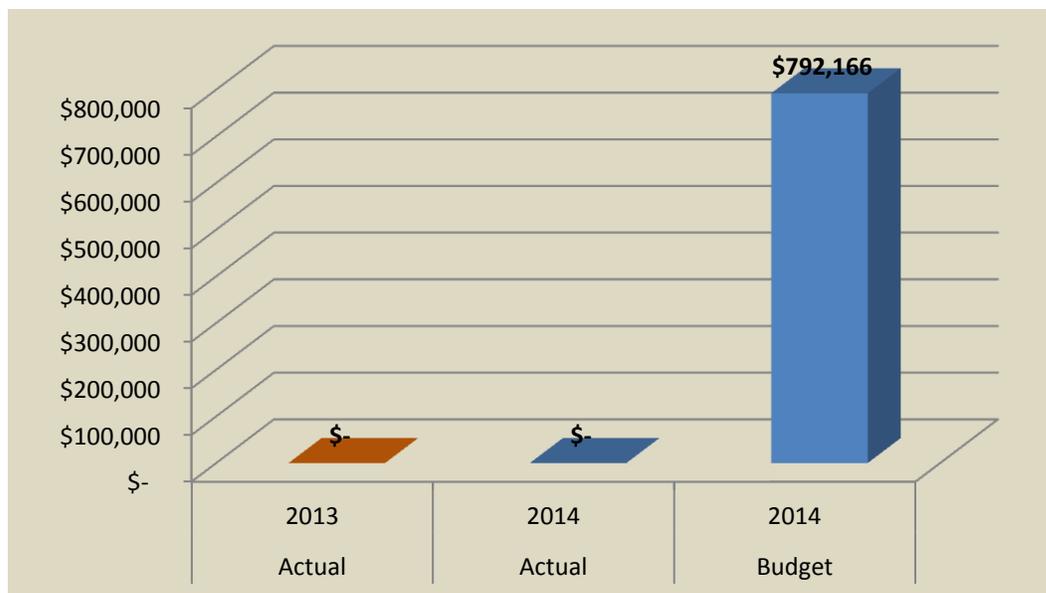
16.67% Through the Fiscal Year

**City of Dallas**  
**Monthly Financials**  
**August 2013**

**Department: General Obligation and Long Term Debt Funds**

Description	Year-to-Date Actual 2013	Year-to-Date Actual 2014	Budget 2014	Budget Remaining	Percent Collected
<b>Revenue</b>					
Property Taxes	\$ 12,113	\$ 12,558	\$ 735,000	\$ 722,442	1.7%
Transfers	\$ 17,668	\$ 18,271	\$ 109,627	91,356	16.7%
	<b>\$ 29,782</b>	<b>\$ 30,829</b>	<b>\$ 844,627</b>	<b>\$ 813,798</b>	<b>3.7%</b>

Description	Year-to-Date Actual 2013	Year-to-Date Actual 2014	Budget 2014	Budget Remaining	Percent Spent
<b>Expenditures</b>					
Principal	\$ -	\$ -	\$ 585,000	\$ 585,000	0.0%
Interest	-	-	207,166	207,166	0.0%
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 792,166</b>	<b>\$ 792,166</b>	<b>0.0%</b>



**16.67% Through the Fiscal Year**

# DALLAS CITY COUNCIL

## REPORT

**TO: MAYOR BRIAN DALTON AND CITY COUNCIL**

<i>City of Dallas</i>	<b>Agenda Item No. 8 b</b>	<b>Topic:</b> Charter Franchise Meeting Update
<b>Prepared By:</b> Emily Gagner	<b>Meeting Date:</b> September 16, 2013	<b>Attachments:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Approved By:</b> Ron Foggin		

RECOMMENDED MOTION:

None. Information only.

BACKGROUND:

The City held a Performance Evaluation session on Thursday, September 12, to review franchise cable television services provided by Charter Cable. Our current franchise agreement with Charter allows such an evaluation session annually at the City’s request.

In attendance from Charter were Mary Roehr and Steven Gerber, Senior Managers for Government Relations, Jack Hardy, Public Relations Senior Communications Manager for Oregon, Amber Kalnins, Retail Sales Manager for northern Oregon, Brad Shely, Director of Field Operations, and Don Piedmond, ISP Manager.

In their presentation, they explained that unlike satellite and other streaming media, Charter Cable is part of the community and pays franchise fees, which support our community. Since 2008, Charter has invested \$2.3 million in capital projects just in Polk County. They explained that while Charter currently only offers 16 high definition channels, by the end of this year, there will be 150 HD channels. Charter will also be 100% digital by the end of 2013 and will include a Charter On-Demand library of over 12,000 shows and movies. As the completion date gets nearer, Charter will be sending notices to all their customers with more details.

It was evident in the meeting that Charter is eager to improve their offerings and customer service.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.