

AGENDA

REGULAR CITY COUNCIL MEETING

February 8, 2021

5:30 p.m.

VIA ZOOM

<https://zoom.us/j/92183070672?pwd=NTRMOFNKTlpDNTNnNnBicFFaalUyZz09>

Meeting ID: 921 8307 0672

Passcode: 341269

Dial in: 1 253 215 8782 or 1 346 248 7799

1. CALL TO ORDER
2. ROLL CALL OF COUNCIL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. PRESENTATIONS/PROCLAMATIONS

A. Link Services Update

B. FY21/22 Workers Compensation Projections

6. AUDIENCE PARTICIPATION

During this portion of the meeting, anyone may speak on any subject which does not later appear on the agenda. Five minutes per person will be allowed. If a response by the City is requested, the speaker will be referred to the City Manager for further action. The issue may appear on a future meeting agenda for City Council consideration.

7. CITY MANAGER REPORT
8. CITY ATTORNEY REPORT
9. CITY COUNCIL REPORTS

**CITY OF THE DALLES**

*"By working together, we will provide services that enhance the vitality of The Dalles"*

## 10. CONSENT AGENDA

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the City Council to spend its time and energy on the important items and issues. Any Councilor may request an item be “pulled” from the Consent Agenda and be considered separately. Items pulled from the Consent Agenda will be placed on the Agenda at the end of the “Action Items” section.

- A. Approval of the January 25, 2021 Regular City Council Meeting Minutes
- B. Resolution No. 21-005 Concurring with the Mayor’s appointments to Various Commissions and Committees
- C. Declare certain Public Works Property as Surplus

## 11. PUBLIC HEARINGS

- A. Resolution No. 21-004 Adopting a Supplemental Budget for Fiscal Year 2020-21, Making Appropriations and Authorizing Expenditures from and Within the General Fund

## 12. CONTRACT REVIEW BOARD ACTIONS

- A. Authorize Public Works to Purchase a New Pickup for the Transportation Division

## 13. DISCUSSION ITEMS

- A. 2020 Historic Landmarks Annual Report
- B. HB2001 - Middle Housing Code Update

## 14. EXECUTIVE SESSION

- 1. In accordance with ORS 192.660(2)(e) to conduct deliberations with persons you have designated to negotiate real property transactions.
  - A. Recess Open Session
- 2. In accordance with ORS 192.660(2)(g) to consider preliminary negotiations regarding trade or commerce in which you are in competition with other states or nations.
  - A. Open second Executive session
  - B. Reconvene Open Session

**ZOOM login to return to OPEN SESSION**

<https://zoom.us/j/95034815092?pwd=YWJRSi9ib1docVU1dERMbVBjWmRmUT09>

Meeting ID: 950 3481 5092

Passcode: 190253

C. Decision, if any

15. ADJOURNMENT

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This meeting conducted in a handicap accessible room.

Prepared by/  
Izetta Grossman, CMC  
City Clerk



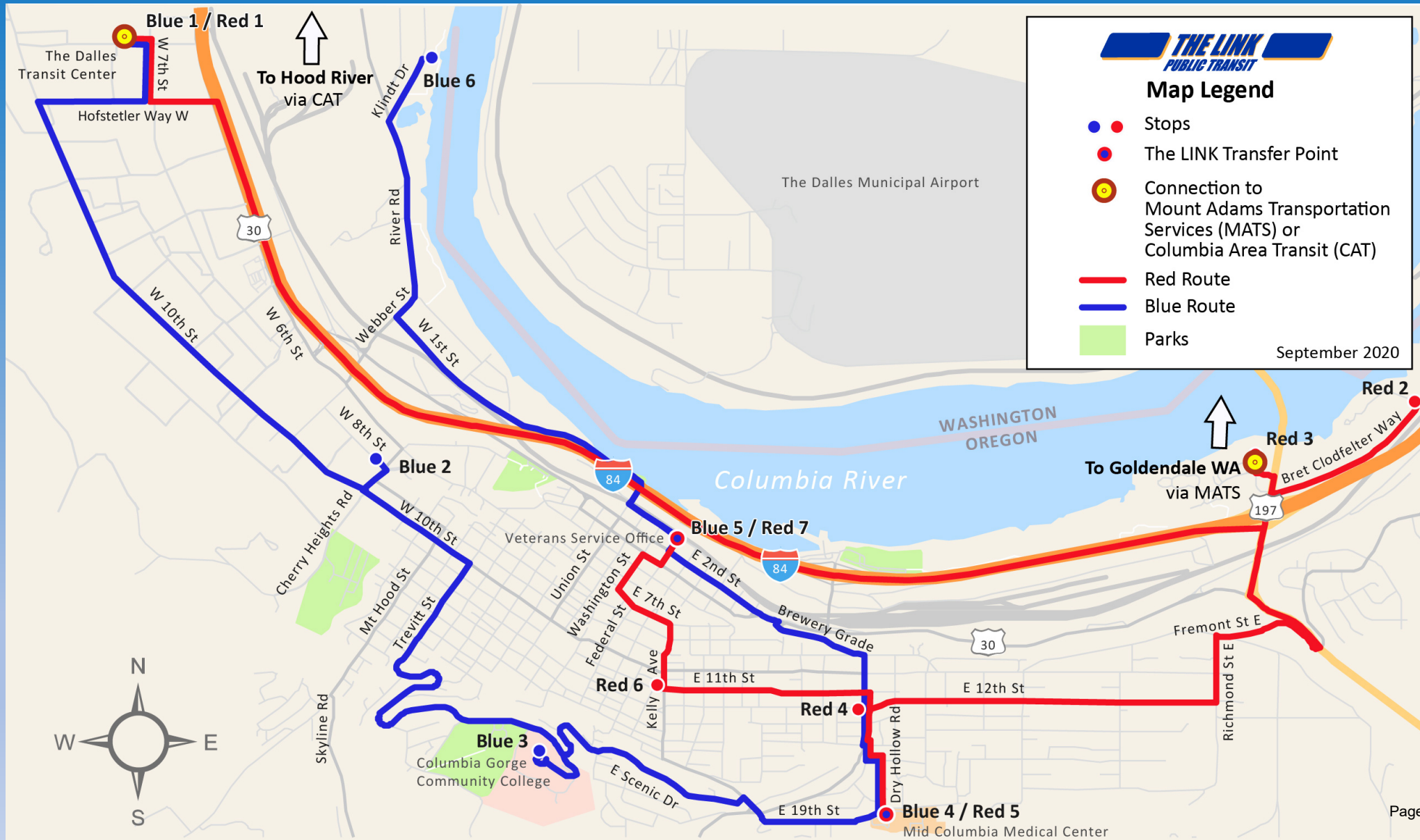
# The Link Public Transit The Dalles City Council Update

February 2021

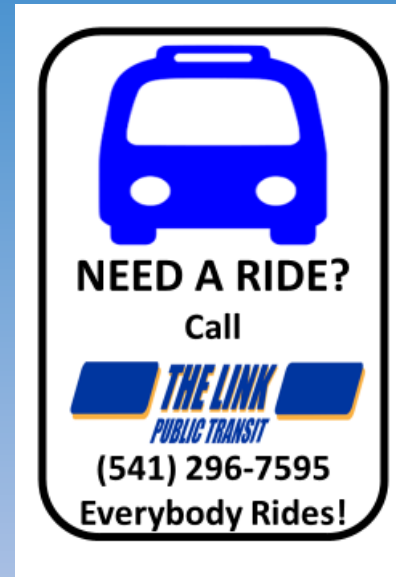




# Expanded Routes in The Dalles

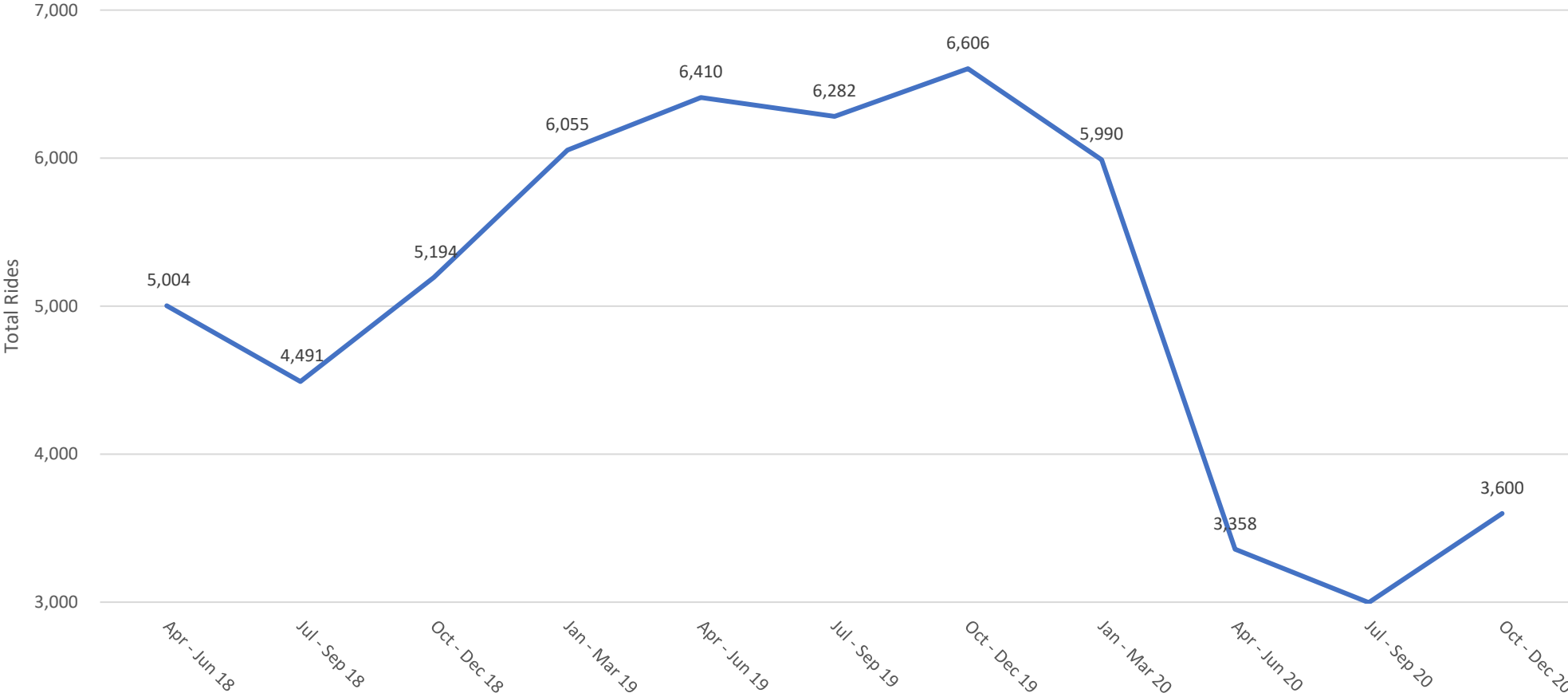


# Thank You, City of The Dalles!



# COVID-19 Impacts

The LINK Passenger One-Way Rides Total

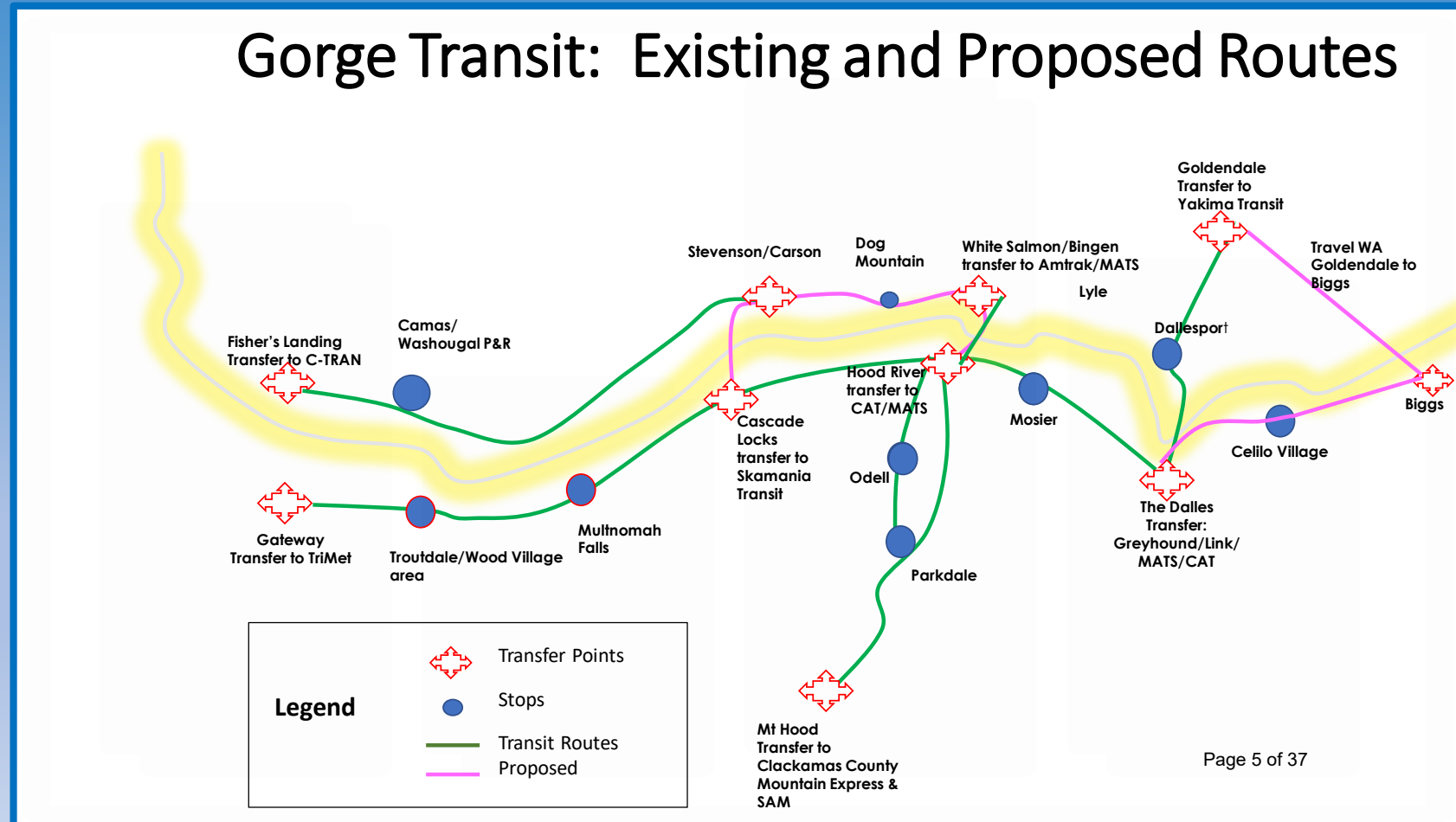




# Planning for the Future...

- Wasco County Transit Development Plan
- Gorge Regional Transit Strategy

...in Partnership with  
The Dalles!



## DIAL-A-RIDE

The LINK also operates door-to-door Dial-A-Ride service within The Dalles, Mosier, Dufur, Celilo and points between. Everyone is welcome to ride for any purpose.

Call 541-296-7595 to schedule your ride. Hours are Monday - Friday, 6:00am to 6:00pm, and Saturday, 9:00am to 4:00pm.

## ACCESSIBILITY

LINK buses are wheelchair accessible and drivers are trained to assist passengers with disabilities.

## RIDING THE BUS

- Shirts and shoes are required.
- No smoking / vaping, eating, drinking, or playing music without earphones .
- Seatbelt use and appropriate child restraint systems are required.
- Pets, other than service animals used to assist persons with disabilities, must be in cages.
- Visit [mcedd.org/link](http://mcedd.org/link) to see all rider rules.

## What does "Deviated Fixed Route" mean?

The bus operates along a route with a regular schedule, but can also leave the route for "off-route" drop-offs or pick-ups. The number of deviations per run is limited and must be scheduled in advance by calling 541-296-7595. Only deviations within 1/4 mile of the route are allowed. Time is built into the schedule to allow for deviations. This means the bus may get to the stops earlier than the scheduled time if there are no deviations, but the bus will not leave that stop until the time posted in the schedule.

## FARES

Children (10 and under\*) = FREE

\*accompanied by adult.

General Public = \$1.50 each way


Centenarians ( 100+) = FREE

## PAYMENTS ACCEPTED

Cash: Exact change needed.

Checks: Made out to MCEDD.

Tickets: Books of ten ride tickets can be purchased from a driver or at our office. Credit cards are accepted at our office.

Hopthru App: Use your smartphone to buy a ticket. To use text "hopthru" to 43506 receive a download link. 

## SHOPPING BUS

The shopping bus will drop off anywhere in The Dalles and makes a Hood River run once a month (mid-month). The bus typically runs Mondays and Wednesdays, 10:00am to 2:00pm. The driver can assist with carrying groceries on and off the bus if needed. No bag limit. Call for details.

## We Respect Civil Rights

The Link operates its programs without regard to race, color, religion, sex, sexual orientation, national origin, marital status, age or disability in accordance with Title VI of the Civil Rights Act, ORS Chapter 659A or other applicable law.

## ADA Reasonable Modifications

To ensure equality and fairness, we will make reasonable modifications to our policies, practices and procedures to avoid discrimination and ensure programs and services are accessible to individuals with disabilities. Whenever feasible, a request for modification to our service should be made in advance, before the LINK is expected to provide the service. To request a modification, please contact Charlotte Sallee at 541-288-9305 or [charlotte@mcedd.org](mailto:charlotte@mcedd.org).



# THE DALLES Public Transportation Schedule

Last Updated: October 1, 2020

There is a bus provider in every county throughout the Columbia Gorge. Learn more at [GorgeTranslink.com](http://GorgeTranslink.com) Economic Development District.

The Link Public Transit is a service of Mid-Columbia Economic Development District

This document can be provided upon request in alternative formats for individuals with disabilities



541-296-7595  
[mcedd.org/link](http://mcedd.org/link)

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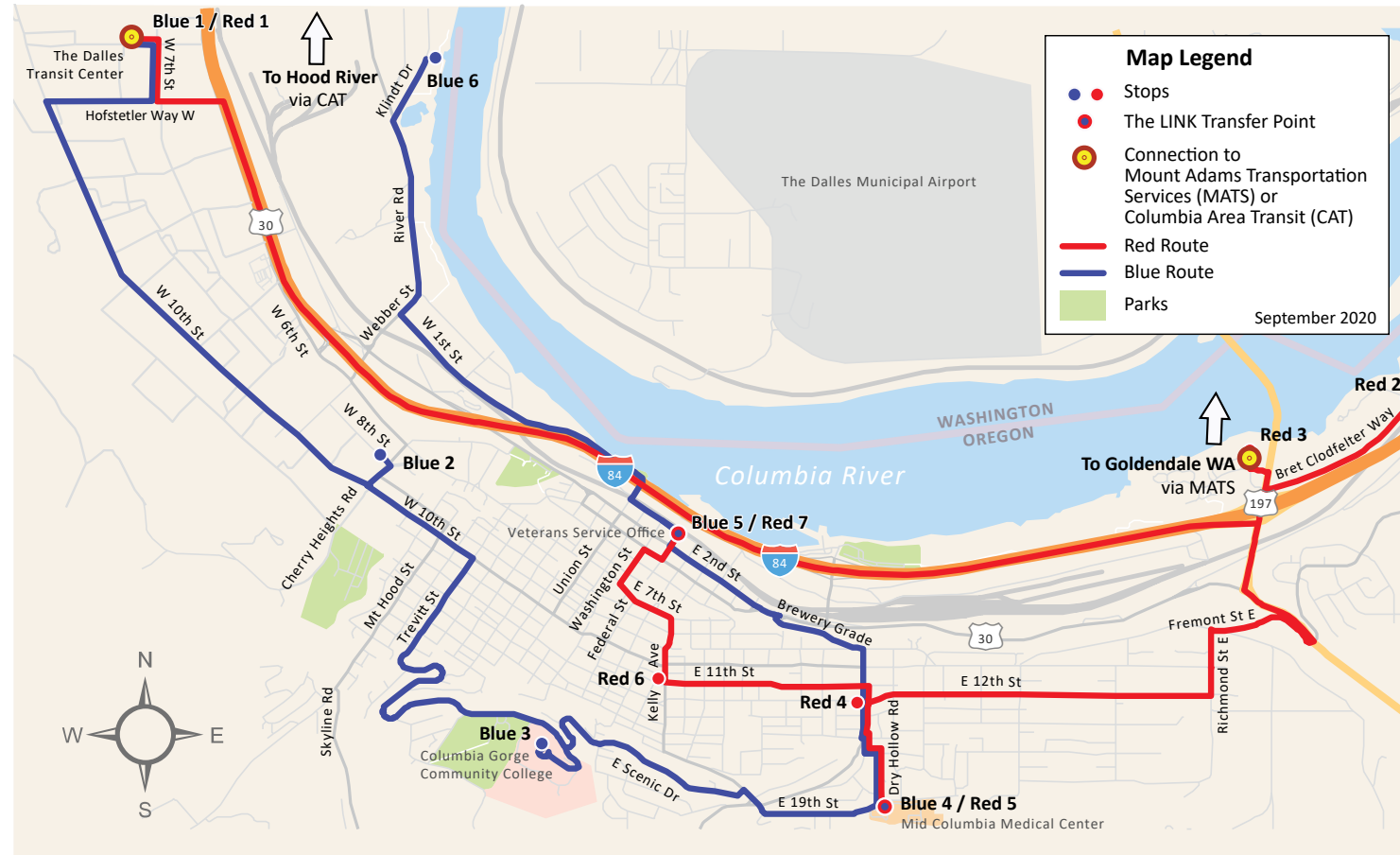
Find us on 

## The Dalles Deviated Fixed-Route BLUE Schedule (Monday - Friday)

BLUE Stop 1 The Dalles Transit Center 802 Chenoweth Loop Rd	BLUE Stop 2 Goodwill 8th St & Chery Heights	BLUE Stop 3 Columbia Gorge Community College 400 E Scenic Dr	BLUE Stop 4 Mid-Columbia Medical Center 1700 E 19th St	BLUE Stop 5 Veteran's Service Office 201 Federal St	BLUE Stop 6 Port of The Dalles 3601 Klindt Dr
7:00	7:14	7:27	7:39	7:48	7:55
8:00	8:14	8:27	8:39	8:48	8:55
8:25	8:39	8:52	9:04	9:15	9:22
9:20	9:34	9:47	9:59	10:08	10:15
9:40	9:54	10:07	10:19	10:28	10:35
10:20	10:34	10:47	10:59	11:08	11:15
10:40	10:54	11:07	11:19	11:28	11:35
11:20	11:34	11:47	11:59	12:08	12:15
12:20	12:34	12:47	12:59	1:08	1:15
12:40	12:54	1:07	1:19	1:28	1:35
1:20	1:34	1:47	1:59	2:08	2:15
1:40	1:54	2:07	2:19	2:28	2:35
2:20	2:34	2:47	2:59	3:08	3:15
2:55	3:09	3:22	3:34	3:43	3:50
3:20	3:34	3:47	3:59	4:08	4:15
4:40	4:54	5:07	5:19	5:28	5:35
5:40					

## The Dalles Deviated Fixed-Route RED Schedule (Monday - Friday)

RED Stop 1 The Dalles Transit Center 802 Chenoweth Loop Rd	RED Stop 2 Seufert Park at Lone Pine	RED Stop 3 Water's Edge 551 NE Lone Pine Blvd	RED Stop 4 4-Corners 12th St & Dry Hollow Rd	RED Stop 5 Mid-Columbia Medical Center 1700 E 19th St	RED Stop 6 Kelly Stop 1113 Kelly Ave	RED Stop 7 Veterans Service Office 201 Federal St
7:00	7:10	7:15	7:27	7:35	7:45	7:55
12:20	8:10	8:15	8:27	8:35	8:45	8:55
1:20	9:25	9:30	9:42	9:50	10:00	10:10
5:40	10:25	10:30	10:42	10:50	11:00	11:10
	11:25	11:30	11:42	11:50	12:00	12:10
	12:25	12:30	12:42	12:50	1:00	1:10
	1:25	1:30	1:42	1:50	2:00	2:10
	2:40	2:45	2:57	3:05	3:15	3:25
	3:40	3:45	3:57	4:05	4:15	4:25
	4:40	4:45	4:57	5:05	5:15	5:25



541-296-7595

[mcedd.org/link](http://mcedd.org/link)







## AGENDA STAFF REPORT

**AGENDA LOCATION:** Item #10 A-C

**MEETING DATE:** February 8, 2021

**TO:** Honorable Mayor and City Council

**FROM:** Izetta Grossman, CMC, City Clerk

**ISSUE:** Approving items on the Consent Agenda and authorizing City staff to sign contract documents.

- A. **ITEM:** Approval of the January 25, 2021 Regular City Council Meeting Minutes.

**BUDGET IMPLICATIONS:** None.

**SYNOPSIS:** The minutes of the January 25, 2021 Regular City Council meeting have been prepared and are submitted for review and approval.

**RECOMMENDATION:** That City Council review and approve the minutes of the January 25, 2021 Regular City Council meeting minutes.

- B. **ITEM:** Concurrence with Mayor's appointments to Various Commissions and Committees

**BUDGET IMPLICATIONS:** None

**SYNOPSIS:** Resolution No. 21-005 Concurring with the Mayor's Appointments to Various Commissions and Committees has been prepared for your review.

**RECOMMENDATION:** Approve Resolution No. 21-005 Concurring with the Mayor's appointments to Various Commissions and Committees

- C. **ITEM:** Approval to surplus Public Works vehicles and equipment



1. Unknown year Highway Sander, Model# E2020, Serial# 65564, estimated value \$1,200
2. Unknown year Highway Sander, Model# E2020, Serial# 696919058, estimated value \$1,200
3. Unknown year Flink MBT snow plow, Serial# 03044, estimated value \$500
4. Unknown year Flink MBT snow plow, Serial# unknown, estimated value \$500
5. Unknown year 1600 gallon deicer tank with no serial#, ODOT# 090964, estimated Value \$500
6. Unknown year 950 gallon deicer tank with no serial#, estimated value \$175
7. Unknown year hydraulic sow blade for motor grader with no serial#, estimated value \$300
8. Unknown year ProTech toolbox, Model# 20-2304D, estimated value \$125
9. Unknown year DeeZee tool box, Model# DZ8556, estimated value \$75
10. Homemade Petromat Roller with no serial#, estimated value \$100
11. 2 pallets of decorative blocks, estimated value \$200
12. Unknown year and manufacturer engine stand, no serial#, estimated value \$125
13. Unknown year NAPA pneumatic bumper jack, serial# 03269, estimated value \$150
14. Unknown year Ridgid torpedo air compressor, no serial#, estimated value \$150
15. 1966 Caterpillar 922B wheel loader, Serial# 94A2159, 10,700 hours, estimated value

**BUDGET IMPLICATIONS:** Proceeds from the sale will be placed into Misc. Income in the Public Works budget

**SYNOPSIS:** These items have value, but are no longer used at Public Works. They will be sold at a local auction and funds would be placed in the Public Works fund.

**RECOMMENDATION:** Approve declaring list of items as surplus for sale at a local auction.

MINUTES

CITY COUNCIL MEETNG

January 25, 2020

5:30 p.m.

VIA ZOOM

LIVESTREAM VIA City website

**PRESIDING:** Mayor Richard Mays

**COUNCIL PRESENT:** Darcy Long-Curtiss, Tim McGlothlin, Rod Runyon, Scott Randall, Dan Richardson

**COUNCIL ABSENT:** None

**STAFF PRESENT:** City Manager Julie Krueger, City Clerk Izetta Grossman, Finance Director Angie Wilson, Legal Counsel Jonathan Kara, Community Development Director Alice Cannon, Public Works Director Dave Anderson, Human Resources Director Daniel Hunter, Senior Planner Dawn Hert

**CALL TO ORDER**

The meeting was called to order by Mayor Mays at 5:30 p.m.

**ROLL CALL OF COUNCIL**

Roll Call was conducted by City Clerk Grossman. All Councilors present.

**PLEDGE OF ALLEGIANCE**

Mayor Mays led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

It was moved by Long-Curtiss and seconded by McGlothlin to approve the agenda as submitted. The motion carried 5 to 0; Long-Curtiss, McGlothlin, Richardson, Randall, Runyon voting in favor; none opposed.

## MINUTES

Regular City Council Meeting

January 25, 2021

Page 2

### **PRESENTATIONS PROCLAMATIONS**

#### **Beautification Committee Update – Tiffany Prince, President**

Ms. Prince reviewed the report, and asked if there were any questions.

Richardson congratulated the committee on the work done. He asked if a third Welcome Sign location at Route 30 and Hwy 101 had been looked at.

Ms. Prince said the committee was working with ODOT on available locations that fit the requirements of a sign. She said she would look into the location Richardson identified.

Mayor Mays thanked the committee for their work and passion.

### **AUDIENCE PARTICIPATION**

Don Warren, President of Main Street reported:

- Grants from Travel Oregon being worked on:
  - Additional Pedlets
  - Sidewalk Pressure Washing
  - Portland Loo
  
- Retail seems to be doing ok during COVID.
- 4 neon signs installed, next step electricity
- WallDogs murals changed to 2022 due to COVID
- Replacing failing light strips
- Working with The Art Center on Children's Art program
- Watching Federal Infrastructure Funding- shovel ready projects
  - Bulb outs with big trees on 2<sup>nd</sup> and 3<sup>rd</sup> street
  - Moving Wastewater treatment plant to free up industrial land
  - Move railroads closer to the highway
  - Down town living – cost of upgrading electrical hindering improvements, can City help with costs

Corliss Marsh, 1401 East 21<sup>st</sup>, said the Wasco County Cultural Trust Grants close on February 1. She said more information was available at <http://www.wascoculturaltrust.org/>

## MINUTES

Regular City Council Meeting

January 25, 2021

Page 3

### **CITY MANAGER REPORT**

City Manager Julie Krueger reported completion of the agreement with Mid-Columbia Community Action Council to manage and operate the Homeless Shelters on Bargeway for three years.

She asked for Council agreement to allow MCCAC to place 2-3 picnic tables and canopy at the sight to provide a place for eating meals.

The Council had no objection.

### **CITY ATTORNEY REPORT**

Legal Counsel Jonathan Kara reported:

- Airport Board Meeting – tour of Airport
- Planning Commission meeting

Kara said he encouraged the Council and the public to attend these meetings.

### **CITY COUNCIL REPORTS**

#### Appointment of Council to Committees

It was moved by Runyon and seconded by Richardson to approve the Council Appointments for 2021. The motion passed 5 to 0; Runyon, Richardson, Long-Curtiss, Randall, McGlothlin voted in favor; none opposed.

Councilor Randall reported:

- Met with Mayor regarding Google agreements
- Met with Mayor and City Manager regarding violent home invasion, and one other home invasion

Councilor Runyon reported attending:

Town Hall with Representative Bonham and Senator Finley

Gorge Economic Forum

Mayor regarding Google agreements

League of Oregon Cities Conference call

Governor's Pres Conference

Oregon Department of Revenue call with LOC – collection of lodging taxes for cities program

## MINUTES

Regular City Council Meeting

January 25, 2021

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Councilor Long-Curtiss reported:

- New shelters went up on January 12 and 13;
  - 18 shelters
  - 30 residents – some need to be single occupancy due to mental health issues
- Working on Point In Time Count of homeless people – due to COVID only doing a shelter count
- Had no reaction to the COVID vaccine
- Mayor regarding Google agreements
- 2021 Eviction Crisis Webinar – City needs strategic plan for funding from State
- Town Hall with Representative Bonham and Senator Finley
- Gleaners Food Boxes on Tuesday February 2, get there by 9 am

Councilor McGlothlin reported:

- Met with Mayor regarding Google expansion
- Security at the Shelter – opening up the Wi Fi

Mayor Mays reported:

Met with three candidates for School District 21 Superintendent

Welcome speech for The Dalles Area Chamber of Commerce annual banquet

Zoom meeting, well done

Congratulations to the winner

League of Oregon Cities Conference call

## **CONSENT AGENDA**

It was moved by Randall and seconded by Runyon to approve the Consent Agenda as presented. The motion carried unanimously, all Councilors voting in favor.

Items approved on the consent agenda were: 1) Approval of the January 11, 2021 Regular City Council Minutes; 2) Approval of Resolution No. 21-003 Concurring with the Mayor's Appointment to the Urban Renewal Agency Board.

## **DISCUSSION ITEMS**

### Discussion on final draft Employment Buildable Lands Inventory report

Senior Planner Dawn Hert reviewed the staff report.

Matt Hastic, Angelo Group, provided a presentation (attached).



## MINUTES

Regular City Council Meeting

January 25, 2021

Page 5

Community Development Director Alice Cannon said the staff recommendation would be to place adoption on hold for a couple of years, because there are parcels currently vacant, with plans for construction in the next few years.

She said the Planning Commission felt there was value in adopting the data to use if needed, but not to incorporate into the Comprehensive Plan.

Runyon clarified that no decision would be made at the meeting, only discussion.

Long-Curtiss asked the benefit of not updating the Comprehensive Plan.

Cannon said the Planning Commission agreed to adopt the data. She said staff didn't want to fold it into polices that would likely need to be changed in a short period of time. She said updating the Comprehensive Plan was a lot of work.

Richardson said the data was good, would like to see it adopted in some form to get on with planning the future of the community.

Cannon said The Dalles will likely look very different in 24 to 48 months.

Mayor Mays asked if the report would affect the Urban Growth Boundary expansion.

Hasties said it would, as a deficit of land was necessary.

Mayor Mays asked what would need to be done if Google built on the vacant land in the next two years?

Hasties said there would need to be an amendment to the report done.

Runyon asked for more facts on the Planning Commission decision.

After some discussion it was the consensus of the Council for staff to report back to Council in six months, with a trigger of when development increases that could change the results.

## EXECUTIVE SESSION

Mayor Mays recessed the open session In accordance with ORS 192.660(2)(e) to conduct deliberations with persons you have designated to negotiate real property transactions at 6:43 p.m.

MINUTES  
Regular City Council Meeting  
January 25, 2021  
Page 6

Mayor Mays reconvene into Open Session at 7:23 p.m.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 7:24 p.m.

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Submitted by/  
Izetta Grossman, CMC  
City Clerk

SIGNED: \_\_\_\_\_  
Richard A. Mays, Mayor

ATTEST: \_\_\_\_\_  
Izetta Grossman, CMC City Clerk



# Economic Opportunities Analysis Buildable Lands Inventory Results

Presentation to

The Dalles City Council

January 25, 2021

# Project Background

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- Inventory of commercial and industrial land in the Urban Growth Boundary
- Component of City's Economic Opportunities Analysis
- Consistent with local conditions and data and state requirements
- Informs future economic development decisions and strategies
- Products: Overall memo, three supporting memos, maps and GIS data, and updates to Economic Development Action Plan

# Review Process

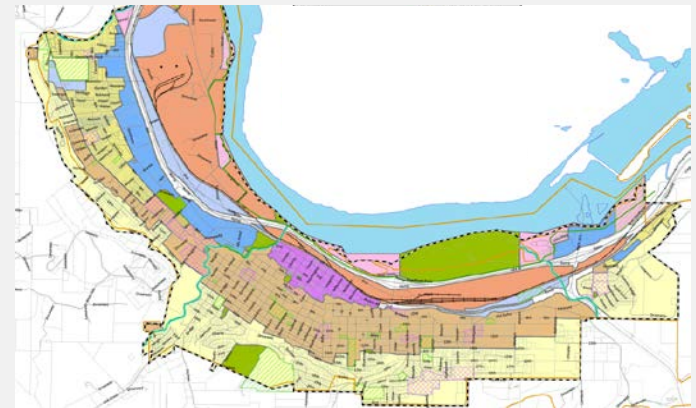
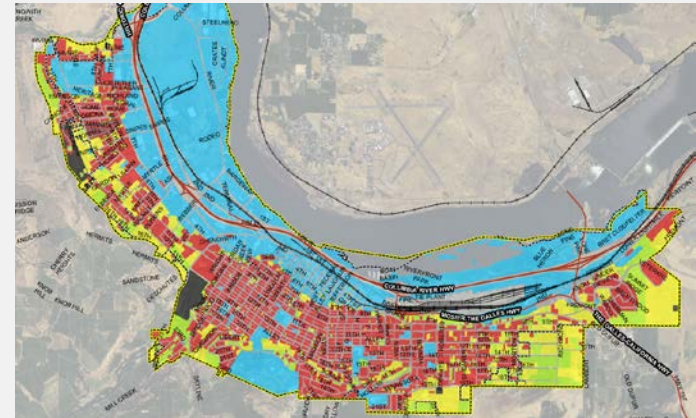
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- Preliminary analysis based on readily available information (i.e., GIS data, aerial photos, etc.)
- Two meetings of Stakeholder Advisory Committee
- Additional meetings and review with Port and County
- Communication with Google representatives
- Consultation and direction from state agency staff
- Multiple rounds of review and revision of project maps, memos, data and findings



# Key Definitions

- **Developed:** Includes improvements; little to no additional capacity
- **Vacant:** Minimal to no physical improvements
- **Partially vacant:** Some improvements, with capacity for additional development
- **Committed:** Reserved for or committed to non-employment uses
- **Constrained:** Completely or partially constrained by specific features or hazards



# BLI Refinements

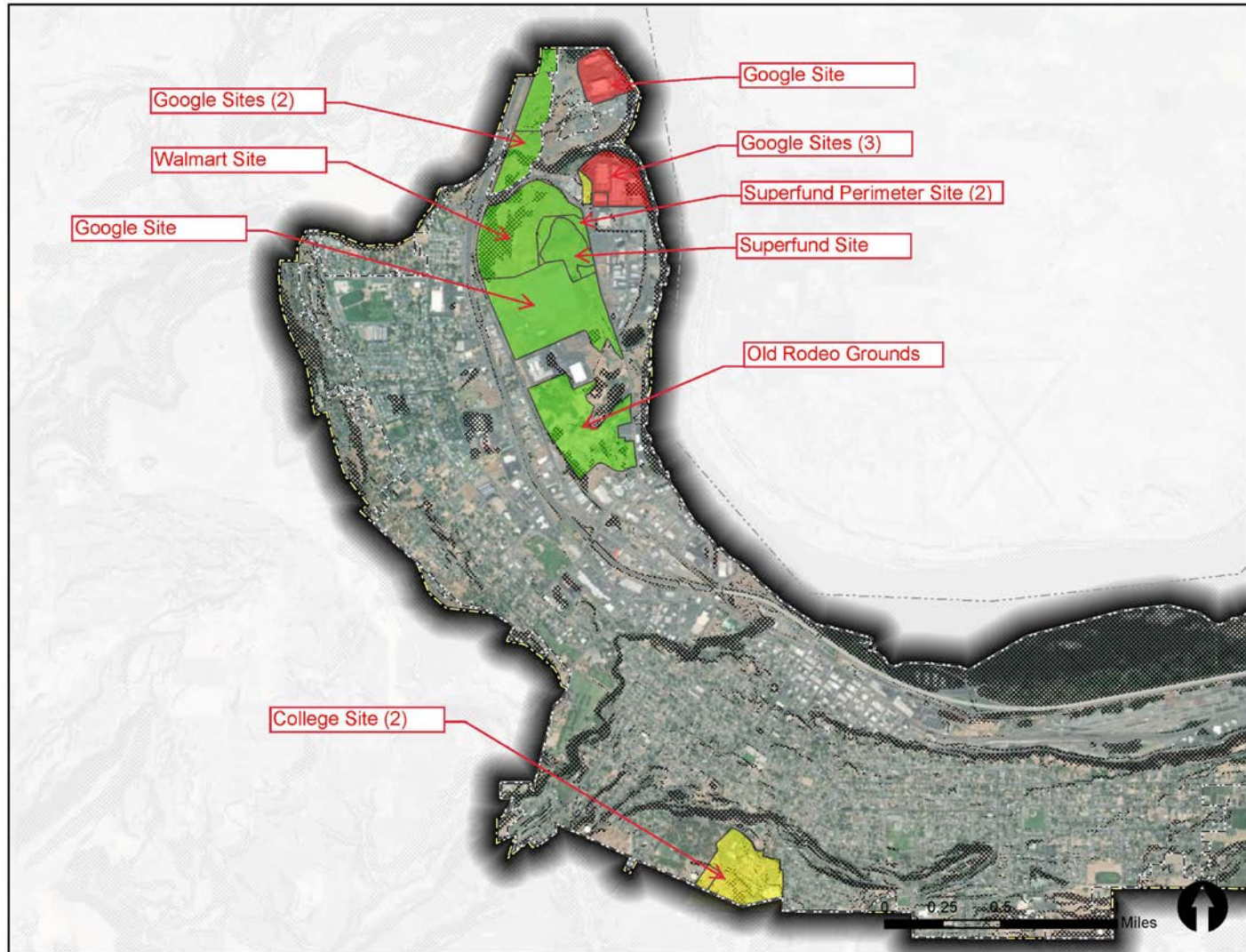
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- Port owned sites
- Lockheed Martin site contamination
- BPA easements
- Community College site
- Amerities property
- Munsen paving sites
- Walmart site
- Capacity of Google sites





# Sites of Particular Interest



# Summary of Results

Employment Zone	Partially Vacant Land		Vacant Land		Total Buildable Land
	Gross	Net	Gross	Net	
CBC	3	1	3	2	3
CG	3	1	22	18	19
CLI	1	0	48	38	38
CR	1	0	28	22	22
I	6	3	201	171	175
<b>Total</b>	<b>15</b>	<b>7</b>	<b>304</b>	<b>253</b>	<b>261</b>

Employment Zone	Estimated Net Land Demand (acres)	Net Buildable Land (acres)	Surplus/Deficit (acres)
Commercial	65 – 78	86	8 – 21
Industrial	69 – 101	175	74 – 106
<b>Total</b>	<b>134 - 179</b>	<b>261</b>	<b>82 – 127</b>

*Note: All numbers have been rounded to the nearest whole number*



# Findings

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- Analysis is consistent with state requirements
- Inventory indicates a surplus of employment land
- Results likely do not provide basis for UGB expansion
- May be possible to document unmet need for specific use or site (beyond this effort)
- Industrial supply dominated by large sites already owned and planned for development (e.g., Google sites)
- Limited supply of more traditional “available/marketable” sites, causing potential continued shortage for other users
- Larger regional supply of land includes sites in Dallesport

**RESOLUTION NO. 21-005**

**A RESOLUTION CONCURRING WITH THE MAYOR'S APPOINTMENTS  
TO VARIOUS COMMISSIONS AND COMMITTEES**

**WHEREAS**, Bruce Lavier’s term on the Planning Commission has expired; and there is an opening on the Traffic Safety Committee; and there is an opening on the Urban Renewal Budget Committee due to the resignation of Brent Bybee; and

**WHEREAS**, the Mayor has elected to appoint Linda Miller to fill the Planning Commission vacant position; and Sandy Hoechrel to the Traffic Safety Committee and the Urban Renewal Budget Committee;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:**

Section 1. The City Council concurs with the appointment of:

Linda Miller to the Planning Commission with a term to expire April 30, 2024; and Sandy Hoechrel to the Traffic Safety Committee with a term to expire April 30, 2025; and Sandy Hoechrel to the Urban Renewal Budget Committee with a term to expire June 30, 2022.

Section 2. This Resolution shall be effective February 8, 2021.

**PASSED AND ADOPTED THIS 8<sup>th</sup> DAY OF FEBRUARY, 2021.**

Voting Yes, Councilors: \_\_\_\_\_  
Voting No, Councilors: \_\_\_\_\_  
Absent, Councilors: \_\_\_\_\_  
Abstaining, Councilors: \_\_\_\_\_

**AND APPROVED BY THE MAYOR THIS 8<sup>th</sup> DAY OF February, 2021.**

SIGNED:

ATTEST:

\_\_\_\_\_  
Richard A. Mays, Mayor

\_\_\_\_\_  
Izetta Grossman, CMC, City Clerk



## AGENDA STAFF REPORT

**AGENDA LOCATION:** Public Hearing Item #11-A

**MEETING DATE:** February 8, 2021

**TO:** Honorable Mayor and City Council

**FROM:** Angie Wilson, Finance Director

**ISSUE:** Resolution No. 21-004 Authorizing A resolution adopting a Supplemental budget for Fiscal Year 2020/2021, making appropriations and authorizing expenditures from and within the General Fund of The City of The Dalles Adopted budget

**RELATED COUNCIL GOAL:** Balanced Budget

**BACKGROUND:** This resolution is necessary to assure sufficient appropriation authority within the General Fund related to Emergency Management expenditures related to COVID-19 for \$435,647. During the prior fiscal year the City was reimbursed for \$7,323.59. The City has requested and received all remaining grant funds in December 2020. The budget will require an increase in appropriation authority to allow for all grant funds to be received.

**DISCUSSION:** The City of The Dalles received the CARES Act Grant July 1, 2020 to cover expenses from March 27-December 31, 2020. The Grant covered Telework Capabilities of \$63,915, Homeless shelters installation along with PPE for public safety measures and porta potties that came out of the General Services Department budget. On November 14<sup>th</sup> a memorandum went out to City Council regarding additional funding request that came out of the City Council budget. This increased the Economic Recovery line item. This was in the amount of \$73,050. This funding was for:

- Windy River Gleaners, \$10,000
- St. Vincent De Paul \$10,000,
- Salvation Army \$10,000
- Pointman Ministry \$5,000

➤ YWCA \$38,050

The COVID-19 grant allowed any employee position that was dedicated directly to COVID-19 as a reimbursable expense. This allowed us to use the Safety Officer and Police department as the remaining request in the amount of \$253,518 to go back into our contingency fund as we had already budgeted for those amounts in our fiscal year 2020/2021. Due to needing a budget resolution for additional needs for the Legal Department for additional legal services and an additional \$20,000 is needed for the Finance Department for additional staffing due to signing a contract with the Mid-Columbia Fire Department to contract out services, we are asking to use \$85,000 from contingency to cover those additional requirement needs. We began the Fiscal Year with a budget contingency of \$778,850 and after this budget resolution if approved, we will have a contingency of \$773,343.

**BUDGET IMPLICATIONS:** Resolution No. 21-004 brings in \$435,647 in new revenue, \$73,050 in the City Council Department, \$65,000 in the Legal Department, \$20,000 in the Finance Department, \$63,915 in the Technology Department, \$45,164 in the General Services Department and the remaining funds of \$168,518 will go into the Contingency for the General Fund for future use..

**COUNCIL ALTERNATIVES:**

1. Staff recommendation: *Move to adopt Resolution No. 21-004 Authorizing A resolution adopting a Supplemental budget for Fiscal Year 2020/2021, making appropriations and authorizing expenditures from and within the General Fund of The City of The Dalles Adopted budget*
2. Direct staff to make changes to the proposed resolution and bring the resolution back to a future Council meeting for consideration.
3. Decline to take action.

**RESOLUTION NO. 21-004**

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET  
FOR FISCAL YEAR 2020/2021, MAKING APPROPRIATIONS AND  
AUTHORIZING EXPENDITURES FROM AND WITHIN THE  
GENERAL FUND OF THE CITY OF THE DALLES  
ADOPTED BUDGET**

**WHEREAS**, the City’s General Fund (001) has realized an additional \$435,647 in COVID Grant Funding;

**WHEREAS**, conditions have arisen which could not be foreseen such as the award of a grant to provide additional funding for COVID-19 related expenditures through CARES Grant; and

**WHEREAS**, these conditions require change in the financial budget for the fiscal year end of 2021, and Local budget Law, ORS 294.471 authorizes a supplemental budget for this type of situation;

**WHEREAS**, \$65,000 is needed from the General Fund Contingency to compensate the Legal Department for contractual services; and

**WHEREAS**, \$20,000 is needed from the General Fund Contingency to compensate the Finance Department for Personnel Service to cover the additional staffing for the Mid-Columbia Fire Department.

<b>Summary of Supplemental Budget-Line Item Detail</b>				
General Fund (001)		435,647	City Council Department	73,050
			Legal Department	65,000
			Finance Department	20,000
			Technology Department	63,915
			General Services Department	45,164
			Other Uses Contingency	168,518
	<b>Total New Resources</b>	<b>435,647</b>	<b>Total New Requirements</b>	<b>435,647</b>

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:**

Section 1. The City Council hereby adopts the Supplemental Budget for FY 20/21, increasing revenues and making appropriations as follows.

Section 2. This Resolution shall become effective upon adoption by the City Council and shall remain in effect until receipt and acceptance of the FY 20/21 audit report.

**PASSED AND ADOPTED THIS 8th DAY OF FEBRUARY, 2021.**

Voting Yes, Councilors: \_\_\_\_\_

Voting No, Councilors: \_\_\_\_\_

Absent, Councilors: \_\_\_\_\_

Abstaining, Councilors: \_\_\_\_\_

**AND APPROVED BY THE MAYOR THIS 8th DAY OF FEBRUARY, 2021.**

SIGNED:

ATTEST:

\_\_\_\_\_  
Richard A. Mays, Mayor

\_\_\_\_\_  
Izetta Grossman, CMC, City Clerk



## AGENDA STAFF REPORT

### AGENDA LOCATION: Contract Review Board Item #12A

**MEETING DATE:** February 8, 2021

**TO:** Honorable Mayor and City Council

**FROM:** Dave Anderson, Public Works Director

**ISSUE:** Authorization for purchase of a new Service Pickup for the Transportation Division

**BACKGROUND:** An item included in the City's 2020/21 Budget is the purchase of a new service pickup for the Transportation Division. This new vehicle would be a service truck, replacing two vehicles. The first was a 1995 Ford 1 ton, 4X2, flatbed service truck. This truck had a 460 cubic inch gasoline engine with 119,182 miles on it. It had a 5-speed manual transmission that needed to be rebuilt. It had a rear main seal leak that required 1 quart of oil to be added every week. This vehicle was declared surplus and sold in the auction last fall.

The second vehicle is a 1989 Ford 1 ton, 4X4, flatbed truck that is borrowed from the Water Treatment Division every winter for sanding operations. This truck has a 460 cubic inch gasoline engine with 156,993 miles on it. It has a 5-speed manual transmission in it. While the manual transmission worked well for the vehicle's original use in the Watershed, it can create a hazardous driving situation while trying to run the snowplow and sander at the same time. The engine has a push rod knocking and the transfer case slips in and out of four-wheel drive. Based on the age and mileage of this vehicle, it is not cost effective to rebuild both of these items.

The proposed new vehicle would be a 2021 Dodge Ram 5500, 4X4 flatbed pickup. It is a one-and-a-half-ton flatbed truck like the two other service trucks that have been purchased in recent years (2012 and 2016) for the Transportation Division. Having service trucks of the same make and model allows for greater efficiency within the Department's fleet maintenance and operations. The proposed pickup has a 6.7-liter Cummins turbo diesel engine with an 18,990-pound towing capacity. This allows for the hauling of the Department's larger heavy equipment such as excavators, backhoes and a skid steer with attachments. In the winter the truck will be equipped with a sander and snowplow to assist with winter weather operations. This new vehicle has a 6-speed automatic transmission which will make it much safer to operate all of the necessary

controls while sanding. The Department has been very pleased with the overall operation of the other two similarly equipped Dodge 5500 service trucks.

Staff obtained competitive pricing for the new pickup from dealers and the Oregon state bid; not all Dodge dealers are authorized to sell the 5500. All bids included the installation of an aluminum flat bed and delivery to The Dalles. The bid results were as follows.

Ron Tonkin Dodge (State bid)	\$58,907.60
CH Urness Motors	\$59,489.00
Power Chrysler Jeep Dodge	\$59,961.90

The low bid for the purchase was received through the state bid, Price Agreement No. 5552, with Ron Tonkin Dodge at \$58,907.60.

**BUDGET ALLOCATION:** The adopted FY2020-21 budget includes \$65,000 in line 009-9000-000.74-20 of the Public Works Reserve Fund allocated for the purchase of this vehicle. The total cost of the proposed purchase is \$58,907.60 plus license fees. There are adequate funds available for this purchase.

**COUNCIL ALTERNATIVES:**

1. **Staff Recommendation:** *Move to authorize the purchase of a new 2021 Dodge Ram 5500, 4X4 flatbed pickup from Ron Tonkin Dodge, in an amount not to exceed \$58,907.60 plus license fees.*
2. Deny authorization to purchase a new 2021 Dodge Ram 5500, 4X4 flatbed pickup through the state bid and provide additional direction to staff on how to proceed.





## **City Council Agenda Item #13A**

### **City of The Dalles Historic Landmarks Commission 2020 Annual Report to City Council**

The Dalles Historic Landmarks Commission is pleased to present its annual report to City Council. The year 2020 was the City's twenty-seventh year as a Certified Local Government (CLG). The following activities and accomplishments of The Dalles Historic Landmarks Commission (HLC) are presented for the City Council's review as required annually by The Dalles Municipal Code, Chapter 11.12 – Historic Resources.

#### **2020-21 Historic Preservation Funds**

Preservation grant funds are made available to Certified Local Governments (CLGs) each year through the Oregon State Historic Preservation Office (SHPO). These funds are collected from federal parks user fees, not from tax dollars.

The grant cycle for the SHPO is 18 months. The City of The Dalles was a fortunate recipient of a grant from the SHPO for the 2020-21 fiscal year.

A grant in the amount of \$12,000 was awarded by the SHPO with plans to be used to help fund two projects and provide support for the program:

- 2-Day Brick Restoration Workshop - Unfortunately, due to COVID-19, we determined that we were unable to host a two-day in-person brick repair workshop. Luckily, we have received preliminary approval to reallocate the monies to be used in our walking tour project.
- Expansion of Virtual Tour of Historic The Dalles – This project is currently in process and involves the expansion of a virtual walking tour that enables visitors and our community members to tour our rich history. With the cancellation of the brick workshop, staff is finalizing an updated scope of work that will allow for added interactive features to be incorporated into this project.
- Certified Local Government Program – Includes staff time and assistance to The Dalles Historic Landmarks Commission. The administration of this program is vital to the continued success of this Certified Local Government. Staff provides assistance to the general public by answering questions about our Code, as well as support for people making application to the Historic Landmarks Commission.

#### **2020 Commission Goals**

A few goals were met and completed with staff and volunteer time as well as budgeted monies for the Pioneer Cemetery.

Short-term goals that were met, or are in the process of being met, are as follows:

- *Encourage preservation and continued use of Rock Fort by using the adopted Preservation and Maintenance Plan.*  
This goal is met with the assistance from our City Hall Maintenance staff. Due to the pandemic, use of the Fort has drastically dropped over the past year because the tour boats are not currently operating.
- *Support the creation of walking tours and regular historic building open houses.*

This goal will continue to be met with the assistance of a grant received by the State Historic Preservation Office. Staff is currently working on expanding a historic walking tour mobile app which will assist in bridging the gap with younger generations. The app will also provide the history of some of our historic building resources to visitors and locals throughout The Dalles.

Long-term and continuous goals that were met, or are in the process of being met, are as follows:

- *Help facilitate educational assistance to help restorers with assessment and other historic preservation needs.*

This continuous goal has been successful over the years. Local resources are vast and multiple historic groups have worked together to provide historical information and photos to property owners interested in preserving their homes and structures.

- *Maintain CLG status.*

This continuous goal has continued to be met. Assistance for the CLG is made possible with the semi-annual matching grant from the SHPO for operating funds.

- *Encourage the restoration and preservation of the Pioneer Cemetery and establish an inventory link/listing on the City's website.*

This long-term goal has been met with the help of City Council's support in providing funding for ongoing preservation efforts. In addition, the Pioneer Cemetery Preservation Plan is posted on the City's website along with the detailed inventory listing. The HLC hopes to one day include this inventory on a digital app similar to the walking tour.

- *Increase communication with Main Street for all projects, vision and goals pertaining to historic projects.*

This continuous goal continues to be met through increased communication with Main Street on various projects they have been working on over the past year. The Board Chair regularly provides updates to staff and the HLC.

## **2021 Commission Goals**

The Historic Landmarks Commission adopted new goals and objectives for 2021 at the first meeting of 2021. The HLC continues to use categories established in 2017 which include Short Term Goals (1-2 years), Long Term Goals (3-5 years) and Continuous Goals.

New 2021 Historic Landmarks Commission goals and objectives include:

### **Short-Term Goals (1-2 years):**

- Encourage preservation and re-use of the Waldron-Gitchell Building.
- Update Historic Ordinance and Design Standards.
- Provide a historic restoration workshop for local homeowners and contractors.
- Collaborate with Main Street and The Dalles Art Center on further downtown restoration project goals.
- Support the restoration and preservation of the Civic Auditorium building.
- Support the creation of walking tours of historic properties, Pioneer Cemetery and encourage historic building open houses.
- Encourage preservation and continued use of Rock Fort by using the adopted Preservation and Maintenance Plan.
- Encourage or support addition of a student representative.
- Provide informational signage at Pioneer Cemetery regarding history, landscaping and maintenance.
- Paint and provide maintenance for existing fencing and walkways at Pioneer Cemetery.
- Encourage the fabrication and installation of historic plaques throughout the community, including Pulpit Rock and Amoton Field.
- Create a concept design for historic building plaques.

- Encourage the preservation and restoration of City Hall.
- Apply for a grant to create a Preservation Plan for The Dalles.

Long-Term Goals (3-5 years):

- Support the Fort Dalles Museum and Vehicle Storage Display Building.
- Support and advocate for the preservation and continued use of The Dalles High School and Colonel Wright Elementary School.
- Encourage continued preservation and compatible infill of Historic Chinatown.
- Encourage the restoration and preservation of the Pioneer Cemetery and establish an inventory link/listing on the City's website.

Continuous Goals:

- Facilitate educational assistance to help restorers with assessment and other historic preservation needs.
- Provide annual recognition of historic restorations, including onsite acknowledgement and media coverage.
- Encourage historic restoration for downtown by providing historic background research.
- Encourage the collection and preservation of local history, including irreplaceable oral and written histories.
- Update historic inventories and encourage new nominations to local and national registry districts.
- Maintain Certified Local Government status.
- Assist with historic plaque costs and availability.
- Keep the Historic Walking Tour current in all formats.
- Increase communication on all Urban Renewal projects, vision and goals.
- Increase communication with Main Street for all projects, vision and goals pertaining to historic projects.

**Administration and Public Assistance**

Both administration and public assistance were steady in 2020 and continue to be vital activities. Seven (7) Historic Landmarks Commission meetings were held in the year 2020. Nine (9) applications were reviewed:

- Three properties located in the Commercial National Historic District:
  - Carpenter & McQuade, The Recreation building – façade improvement
  - Scott Austin, Old Don's Cleaners, exterior modifications and façade improvements
  - Anthony Zilka, Blue Building, façade improvements
- One property located in Trevitt's National Historic District:
  - Charles & Connie Sanders, new fencing and access driveway
- Five applications for locally landmarked properties:
  - Fort Dalles Museum/Anderson Granary, restore wood gutter system
  - Discover Development, Sunshine Mill, doors and railing on silo building
  - Fort Dalles Museum/Anderson Granary, siding restoration from metal to wood
  - Discover Development, Sunshine Mill, entry doors and windows, trimming exterior with wood planters and trim, painting the Head House, and installation of a roof top garden with overhead wind projections
  - StarTouch, Inc., CGCC, installation of wireless antennas/microwaves on roof

There were also several requests for minor alterations to historic structures that were reviewed at the staff level. Minor alterations include the addition and placement of signs, repainting historic structures, re-roofing and emergency-type repairs.



## AGENDA STAFF REPORT

### AGENDA LOCATION: Discussion Item #13-B

**MEETING DATE:** February 8, 2021

**TO:** Honorable Mayor and City Council

**FROM:** Dawn Marie Hert, Senior Planner  
Community Development Department

**ISSUE:** The Dalles Housing Code Update Project

**BACKGROUND:** The purpose of The Dalles Housing Code Update project is to bring the City into compliance with House Bill 2001 (HB 2001) and to continue to implement recommendations from the City's Housing Strategies Report prepared in 2017. In 2019, the Oregon Legislature adopted HB 2001 requiring cities to provide more housing choices, especially housing choices more people can afford. The Code Update project is funded in part by an Oregon Department of Land Conservation and Development (DLCDD) grant, a portion of the \$3.5 million HB 2001 allocated for planning assistance to local governments.

The purpose of the audit is to evaluate the City's Code and Comprehensive Plan's current compliance with HB 2001 provisions, and to examine possible amendments necessary to bring the City into compliance. The audit also identifies additional potential changes to the code that could be made to continue to implement the City's 2017 Housing Strategies Report and reduce barriers to middle housing generally. Finally, the audit also summarizes a number of possible minor amendments to housing-related provisions identified by City staff that would improve the overall clarity and usefulness of the Development Code. In particular, this audit focuses on determining whether the City has:

- Standards permitting the development of duplexes in compliance with HB 2001 and Administrative Rules.
- A clear and objective path for approval of residential development.
- Standards, conditions, or procedures that have the effect of discouraging duplexes through unreasonable cost and delay.
- Criteria or procedures related to application requirements, or review or appeal procedures that may hinder development of duplexes.

The City's consultant, completed an audit of our Land Use Code and Comprehensive Plan in November 2020 and presented the findings to the Planning Commission on December 20, 2021. On January 21, 2021, the Planning Commission and Advisory Committee held the first of three work sessions to discuss the identified code sections to be amended. The two additional work sessions will occur February 18, 2021 and March 18, 2021.

An online Open House and Survey has been set up to assist in gathering input from the community. The survey was launched the last week in January and is planned to remain open through the end of February. Staff has publicized the survey through a variety of means, including the City website, email announcements, social media and utility bill announcements. Staff will discuss the survey and publicize at the February 8 Council meeting.

**COUNCIL ALTERNATIVES:**

N/A. This is a discussion item, providing information for Council.