

AGENDA**REGULAR CITY COUNCIL MEETING****MAY 23, 2022****5:30 p.m.****CITY HALL COUNCIL CHAMBER****313 COURT STREET****And****VIA ZOOM****<https://us06web.zoom.us/j/88147760127?pwd=bzF6UVBBS0EvaDIxTEVyRngrbExmQT09>**

Meeting ID: 881 4776 0127

Passcode: 007612

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

- A. Proclamation Purple Heart City

6. AUDIENCE PARTICIPATION

During this portion of the meeting, anyone may speak on any subject which does not later appear on the agenda. Up to five minutes per person will be allowed. Citizens are encouraged to ask questions with the understanding that the City can either answer the question tonight or refer that question to the appropriate staff member who will get back to you within a reasonable amount of time. 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 COUNCIL REPORTS
9. 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

CITY OF THE DALLES**"By working together, we will provide services that enhance the vitality of The Dalles."**

will be placed on the Agenda at the end of the "Action Items" section.

- A. Approval of the May 9, 2022 Regular City Council Meeting Minutes
- B. Resolution No. 22-014 Concurring with Mayor's Appointment to Planning Commission
- C. Resolution No. 22-020 Adopting the Position Description for Chief of Police

10. CONTRACT REVIEW BOARD ACTIONS

- A. Contract No. 2022-001 Dog River Pipeline Replacement Construction

11. ACTION ITEMS

- A. CIS Insurance Renewal for FY22-23 General Liability/Property/Auto

12. DISCUSSION ITEM

- A. Legal Service Background

13. ADJOURNMENT

This meeting conducted VIA Zoom

Prepared by/
Izetta Grossman, CMC
City Clerk

CITY OF THE DALLES PROCLAMATION PURPLE HEART CITY

Whereas, the City of The Dalles, Oregon and our community have a great admiration and the utmost gratitude for all the men and women who have, and are, selflessly serving their country and this community in the Armed forces;

Whereas, Veterans have paid the high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all;

Whereas, the contributions and sacrifices of the men and women who served the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens;

Whereas, many men and women in uniform have given their lives while serving in the Armed Forces;

Whereas, citizens of our country have received the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service;

Whereas, the City of The Dalles seeks to remember and recognize veterans who are recipients of the Purple Heart Medal; and

Now, therefore, on this 23rd day of May, I, Richard A. Mays, Mayor of the City of The Dalles on behalf of the City Council proclaim the City of The Dalles Purple Heart City in recognition of our communities Purple Heart Medal recipients.

Richard A. Mays, Mayor

Izetta Grossman, CMC City Clerk





AGENDA STAFF REPORT

AGENDA LOCATION: Item #9 A-C

MEETING DATE: May 23, 2022

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 May 9, 2022 Regular City Council Meeting Minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the May 9, 2022 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 May 9, 2022 Regular City Council meeting minutes.

- B. **ITEM:** Concurrence with the Mayor's Appointments to the Planning Commission

BUDGET IMPLICATIONS: None

SYNOPSIS: Resolution No. 22-014 Concurring with the Mayor's Appointment to the Planning Commission, has been prepared for your review.

RECOMMENDATION: Approve Resolution No. 22-014 Concurring with the Mayor's Appointments to the Planning Commission.

- C. **ITEM:** Resolution No. 22-020 Adopting the Position Description for

Chief of Police

BUDGET IMPLICATIONS: none

SYNOPSIS: The Dalles Police Department is seeking accreditation, one of the requirements is a written statement from the City indicating the Chief of Police's authorities over and responsibilities to The Dalles Police Department. Resolution No. 22-020 serves as this requirement.

RECOMMENDATION: Adopt Resolution No. 22-020 Adopting the Position Description for Chief of Police.

MINUTES

CITY COUNCIL MEETING

MAY 9, 2022

5:30 p.m.

VIA ZOOM

LIVESTREAM VIA City website

- PRESIDING:** Council President Tim McGlothlin
- COUNCIL PRESENT:** Darcy Long, Tim McGlothlin, Rod Runyon, Scott Randall, Dan Richardson
- COUNCIL ABSENT:** None
- STAFF PRESENT:** Interim City Manager Daniel Hunter Legal Counsel Jonathan Kara, City Clerk Izetta Grossman, Finance Director Angie Wilson, Community Development Director Alice Cannon, Public Works Director Dave Anderson, Police Chief Tom Worthy

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. Long, McGlothlin, Runyon, Richardson present Randall present via zoom; Mayor Mays absent.

PLEDGE OF ALLEGIANCE

President McGlothlin asked Councilor Randall to lead the Pledge of Allegiance.

Councilor Randall invited the audience to join in the Pledge of Allegiance.

APPROVAL OF AGENDA

Councilor Long noted two items had been added to the agenda; Resolution No. 22-019 Accepting the Appointment of Mayor Mays to the HB 4123 Advisory Committee and an Executive Session. It was moved by Long and seconded by Randall to approve the agenda as amended. The motion carried 5 to 0; Long, Randall, Richardson, Runyon, McGlothlin voting in favor; none opposed.

AUDIENCE PARTICIPATION

Matt Herriges, representing Fort Dalles 4th Fireworks explained the need for the full \$25,000 in the proposed budget. He said he had emailed the Council the emails he had with former City Manager Julie Krueger, requesting \$50,000 and that she was confident \$25,000 would be approved. (see attached)

Herriges said he had sent the City Manager the profit and loss statement.

Councilor Long thank Mr. Herriges for the email and providing Council with information they did not previously have.

McGlothlin said the Council would wait for incoming City Manager Matthew Klebes to come on board and suggested Herriges meet with Klebes.

Patrick Wilbern, Military Order of Purple Heart Oregon reviewed the program (attached) and aske the Council to become a Purple Heart City.

It was the consensus of the Council to have the proclamation on the next Council meeting agenda.

Kristi Timmons, 1527 East 18th, spoke in support of Fort Dalles 4th request for the full \$25,000. Timmons said as a new board member she would like the Council to provide clear direction on the process and expectations.

CITY MANAGER REPORT

Interim City Manager Daniel Hunter reminded Council a new Police Officer would be sworn in on Friday at 1 p.m.

Hunter said two items that were previously approved for use of Safety Funds had been more expensive than anticipated. He said the security system at the Police Department had come in

\$4,600 over estimate, and the vest were \$4,100 over estimate.

He asked for consensus from Council to proceed with purchases. It was the consensus of Council to spend the additional Safety Funds.

CITY COUNCIL REPORTS

Councilor Long reported:

- Main Street Meeting
- Budget Meetings – 3 nights, budget goes to Council at the June 13, 2022 meeting

Long said the Cherry Festival was a great event put on by the Chamber of Commerce as their main fund raiser. She thanked the Chamber for an amazing job.

Councilor Richardson reported:

- Budget meetings

Councilor Runyon reported:

- Ribbon cutting at Dirt Huggers retail location
- Noted Dawn Hert left the City after 24+ years of service. He said she is now the Eastern Oregon Representative for LCDC and will be teleworking.
- Veterans Memorial Committee

Councilor Randall reported:

- Historic Landmarks Commission approved two modifications to buildings in the downtown
- Budget meetings

Councilor McGlothlin said he had been attending the Cherry Festival since moving to The Dalles, by far this year was the best. He said a good time was had by all.

CONSENT AGENDA

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

Items approved on the consent agenda were: 1) The minutes of the April 11, 2022 Regular City Council Meeting; 2) Approval of minutes of the April 25, 2022 Regular City Council Meeting; 3) Resolution No. 22-018 Adopting the City of The Dalles Accrued Sick Leave Payout Policy; 4)

Resolution No. 22-019 Accepting the Appointment of Mayor Mays to the HB 4123 Advisory Committee

CONTRACT REVIEW BOARD

Contract No. 2022-006 Scenic Drive Stabilization Phase 3

City Engineer Dale McCabe reviewed the staff report.

Richardson asked what the process was for soldier pile retaining walls meant.

McCabe said piles were driven into the ground and a wood lagging was placed and encased with lean concrete.

It was moved by Runyon and seconded by Long to authorize the City Manager to enter into contract with Crestline Construction for the East Scenic Drive Stabilization – Phase 3 Project, Contract No. 2022-006, in an amount not to exceed \$547,007.00. The motion carried 5 to 0, Runyon, Long, Randall, Richardson, McGlothlin voting in favor; none opposed.

Contract No. 2021 - 005 Dog River Pipeline Replacement Timber Removal

Public Works Director Dave Anderson reviewed the staff report, he noted the agenda had an incorrect contract number, it should be Contract No. 2021-005.

Richardson asked for the size of project area.

Anderson said the pipeline was 3.5 miles long and 25 feet wide. He said they would be using an existing dirt road as much as possible. He said the downed wood was of no value.

It was moved by Richardson and seconded by Randall to authorize the City Manager to enter into contract with Bounds Excavation in an amount not to exceed \$469,650.00 for Contract No. 2021-005, the Dog River Pipeline Replacement Timber Removal contract. The motion carried 5 to 0, Richardson, Randall, Runyon, McGlothlin, Long voting in favor; none opposed.

EXECUTIVE SESSION

In accordance with ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent.

Chair McGlothlin recessed Open Session at 6:05 p.m.

Chair McGlothlin reconvene Open Session at 6:45 p.m.

It was the consensus of Council to work on drafting an agreement for an in house City Attorney.

ADJOURNMENT

Being no further business, the meeting adjourned at 6:53 p.m.

Submitted by/
Izetta Grossman, CMC
City Clerk

SIGNED:

Richard A. Mays, Mayor

ATTEST:

Izetta Grossman, CMC City Clerk

From: [Matt Herriges](#)
To: [Timothy McGlothlin](#); [Scott Randall](#); [Dan Richardson](#); [Rod Runyon](#); [Darcy Long](#); [Richard Mays](#); [Izetta F. Grossman](#); [Daniel Hunter](#); [Matthew Klebes](#)
Subject: Fireworks
Date: Saturday, May 07, 2022 11:42:32 AM

Dear Council Members

I am writing to you with my concern regarding the proposed budget that was approved by the budget committee last week. I represent the Fort Dalles Fourth Committee that raises money every year to match the City's contribution to our community's fireworks show.

Back in March of this year I signed a contract with Western Display for a \$50,000 fireworks show under the assumption that the city, like they have been for the last several years, would be in for half of that amount. I know that in a case like this, assuming is not the best thing to do but my confidence that this would happen, just like the past several years, came from an agreement in good faith with Julie Krueger. By decreasing the budget to \$10,000 we will fall \$15,000 short of the \$50,000 that we will need to fulfill the contract with less than 2 months to go before it is due.

Following this email I have sent you two other emails showing the correspondence between Julie and I over the last couple of years.

The first is from February of this year. I originally asked for \$50,000 to get a year ahead of the budget cycle, \$25k for this year and \$25k for next year. This would put our committee in a position that would allow us to be a year ahead and know exactly what we have been budgeted for the coming year, which would avoid what appears to be happening this year, Fort Dalles Fourth losing the proposed funding right before the contract is due. This is something I asked for in 2020 but Julie was never comfortable trying to make that happen because of the situation that COVID put us all in. With this email was also a Profit & Loss that was sent to her showing our expenses. Obviously this was never given to the budget committee for review since I received multiple texts the evening of the meeting with questions regarding our budget.

The second is our chain of emails from 2021. This starts with a THANK YOU from a man from Lake Oswego and the positive effect that this event had on some out of towners. Among a few other items you will also read that Julie had budgeted the \$25k and expressed *confidence* that it would stick.

At no point in the last 4 years at least did Julie ever give us the impression that this amount would not be approved. Nor were we ever told that it was necessary or even a "good idea" to be present at the budget meetings for questions or any sort of proposal.

With all of that said, our committee, including me personally, is in a very awkward spot. I have put my signature on a \$50k contract. We have less than 2 months before the contract comes due and the FD4 Committee is still working on the \$25k to Western Display, with \$6000 still remaining to be raised. If this additional \$15k is dropped on our plate there is no way as a committee that we will be able to fulfill our contract. Not only does it put the committee in a bad position but it leaves me, as signer of the contract, personally responsible for the balance.

This year more than ever we have seen a tremendous amount of support from businesses, residents and potential visitors. We have also felt a new resurgence of support from other organizations such as the Chamber of Commerce, The Dalles Main Street and Veterans Groups associated with the Civic Auditorium. This event is now 8 years old and starting to turn into what we have always envisioned it to be.

I'm hoping as a group we can find a solution to this issue. Our committee members are available to talk with individuals or as a group to answer any questions you might have.

Matt Herriges
541-980-5515

Fort Dalles Displays
Profit & Loss
 January through December 2021

	Jan - Dec 21
Income	
BANNER DONATIONS	
Banners - NEW	2,988.00
Banners - RENEW	297.00
General Donations	758.00
BANNER DONATIONS - Other	4,036.08
Total BANNER DONATIONS	5,079.38
Donations	17,507.00
MURAL INCOME	0.00
SPONSOR	3,500.00
SPONSORSHIP DONATIONS	7,500.00
VETERANS BANNER DONATIONS	6,470.00
Total Income	40,066.38
Cost of Goods Sold	
Fireworks	25,000.00
Total COGS	25,000.00
Gross Profit	15,066.38
Expense	
ADVERTISING	200.00
bank charges	248.98
Business Expenses	
Business Registration Fees	50.00
Business Expenses - Other	210.00
Total Business Expenses	260.00
Operations	
Postage, Mailing Service	5,365.97
Printing and Copying	6,813.00
Website Expense	7,216.00
Total Operations	13,494.97
Other Types of Expenses	
Other Costs	663.96
Total Other Types of Expenses	663.96
Total Expense	14,868.91
Net Income	187.47

From: [Matt Herriges](#)
To: [Daniel Hunter](#); [Darcy Long](#); [Timothy McGlothlin](#); [Scott Randall](#); [Rod Runyon](#); [Richard Mays](#); [Matthew Klebes](#); [Izetta F. Grossman](#); [Dan Richardson](#)
Subject: Fwd: fort dalles fireworks
Date: Saturday, May 07, 2022 11:48:26 AM

----- Forwarded message -----

From: **Julie Krueger** <jkrueger@ci.the-dalles.or.us>
Date: Wed, Feb 24, 2021 at 7:56 AM
Subject: RE: fort dalles fireworks
To: Matt Herriges <matt@optimistprinters.com>

Hi Matt,

I've budgeted for the fireworks and I feel confident it will stay in there. I'm okay with the graduate banners again this year, but same as last year, half at a time. I just can't add one more thing right now (more brackets, etc.). As for the hometown days banners, I think Labor Day is a good time to pull down, but if you really want them up until Veterans Day, I'm okay with that too.

Julie

From: Matt Herriges [mailto:matt@optimistprinters.com]
Sent: Tuesday, February 23, 2021 10:48 AM
To: Julie Krueger <jkrueger@ci.the-dalles.or.us>
Subject: Re: fort dalles fireworks

Hey Julie

Just wanted to touch base with you on a couple things.

1. Please keep me posted on any talk about the funding for the fireworks. You know how important that is to the contract we have to sign with Western Display.

2. I also wanted to keep you in the loop on the hanging of banners.

Some parents are out to do the individual banners for the Senior Class again this year. The idea would be to put them up in the middle of May and leave them until the weekend before the 4th of July. There was also some talk about wanting to find a way to get hardware on ALL of the poles (whether that comes from donations and/or public works budget) to possibly get them up all at once. I told them I didnt think there would be enough poles in town to make that happen no matter where the money came from.

Then the vets banners would go up the weekend before the 4th and stay until Labor Day or Vets day. They were up until Vets day last year and some of our committee members felt that it was too long.

So I just wanted to throw that at you and begin that discussion. Any thoughts or concerns?

Let me know



Matt Herriges

Optimist Printers

541.296.2954

On Thu, Feb 4, 2021 at 11:08 AM Julie Krueger <jkrueger@ci.the-dalles.or.us> wrote:

I haven't heard any negative comments back at all Matt, so I will proceed with putting our typical \$25,000 in the budget.

Julie

From: Matt Herriges [mailto:matt@optimistprinters.com]
Sent: Wednesday, February 03, 2021 4:27 PM
To: Julie Krueger <jkrueger@ci.the-dalles.or.us>
Subject: Re: fort dalles fireworks

Remind them that we had KATU here last year doing the live broadcast. They talked about wanting to come out again this year. We are on the cusp of making this an event that can bring people to town. If we continue down the vaccination path we will all be back up and running by that time. With Fort Vancouver not having fireworks again this year I think it's a unique opportunity. No funding from the city will blow the whole show out of the water.

Keep me posted

Matt Herriges
Optimist Printers
541.296.2954

On Wed, Feb 3, 2021 at 4:15 PM Julie Krueger <jkrueger@ci.the-dalles.or.us> wrote:

Hi Matt,

I think we are going to be on a shoestring budget this year. I haven't completed the work yet. I have had at least one Councilor say they didn't want to fund it, but let me do some checking and see if it's just one person, or many.

Julie

From: Matt Herriges [mailto:matt@optimistprinters.com]

Sent: Wednesday, February 03, 2021 3:09 PM

To: Julie Krueger <jkrueger@ci.the-dalles.or.us>

Subject: Re: fort dalles fireworks

Good Afternoon Julie

Wanted to touch bases with you regarding fireworks again. Western Display is asking us for some sort of financial commitment for the upcoming year and I wanted to know if you think the city would still be in this year for the same amount as last year?

Let me know what you need us to do on our end to get this ball rolling. :)

Thank you



Matt Herriges

Optimist Printers

541.296.2954

On Mon, Jul 6, 2020 at 1:08 PM Julie Krueger <jkrueger@ci.the-dalles.or.us> wrote:

I haven't heard too much about crowds, but I sure hope we didn't get too many people in town! I've heard many positive comments about the display! Maybe being on TV will help boost donations for next year too! You could follow up with KATU and see if they would do an advertisement, like if you enjoyed the show, please donate to.... I bet a lot of people would send you money!

Thank you and your whole committee for always working so hard to bring this to the

community Matt.

Julie

From: Matt Herriges [mailto:matt@optimistprinters.com]
Sent: Monday, July 06, 2020 12:22 PM
To: Julie Krueger <jkrueger@ci.the-dalles.or.us>
Subject: Re: fort dalles fireworks

Thanks Julie. I will reach out to him. Thanks again for all of your help.

Matt Herriges

The Optimist Printers

541.296.2954

On Mon, Jul 6, 2020 at 10:01 AM Julie Krueger <jkrueger@ci.the-dalles.or.us> wrote:

Good Morning,

Thank you for your very kind words. We have a local group of volunteers (Fort Dalles Displays) who work very hard every year to fundraise for this event, and the City is able to help pay some of the cost as well. I'm going to add their Chair to this email, so you will have his contact information. I'm sure they would very much appreciate any donation.

Best Regards,

Julie Krueger

City Manager

City of The Dalles

313 Court Street

The Dalles OR 97058

541-296-5481 ext. 1118

jkrueger@ci.the-dalles.or.us

PUBLIC RECORDS LAW DISCLOSURE:

This email is a public record of the City of The Dalles and is subject to public inspection unless exempt from disclosure under Oregon Public Records Law. This email is also subject to the City's Public Records Retention Schedule.

From: jacklundee@aol.com [mailto:jacklundee@aol.com]

Sent: Sunday, July 05, 2020 11:07 AM

To: Julie Krueger <jkrueger@ci.the-dalles.or.us>

Subject: fort dalles fireworks

dear city manager krueger

the pandemic has had one positive result, and that was the opportunity for my wife and i to see the Fort Dalles fireworks show. for a city less than half the size of lake oswego you put on a show that was at least four times more grand. so, our thanks to whoever is responsible.

could you please let me know who puts on the show so that i

might send them a donation for next years show.

thank you

john w. "jack" lundeen

PROCLAMATION Purple Heart City

Whereas, the City of The Dalles, Oregon and our community have a great admiration and the utmost gratitude for all the men and women who have, and are, selflessly serving their country and this community in the Armed forces; and

Whereas, Veterans have paid the high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and,

Whereas, the contributions and sacrifices of the men and women who served the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

Whereas, many men and women in uniform have given their lives while serving in the Armed Forces; and

Whereas, citizens of our country have received the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service; and

Whereas, the City of The Dalles seeks to remember and recognize veterans who are recipients of the Purple Heart Medal; and

Whereas, I proclaim the City of The Dalles, Oregon to be a Purple Heart City, honoring the service and sacrifice of our nation's men and women in uniform, wounded or killed by the enemy while serving to protect our freedoms.

THEREFORE, BE IT ORDAINED BY THE CITY OF THE DALLES OREGON as follows:

Now, therefore, be it resolved on this _____, I, Richard Mays, Mayor of the City of The Dalles supports the City of The Dalles in becoming a Purple Heart City in recognition of our communities Purple Heart Medal recipients. Richard Mays, Mayor Izzeta Grossman, City Clerk

Richard Mays, Mayor

Izzeta Grossman, City Clerk

PROCLAMATION Purple Heart City / County

Whereas, the City of The Dalles, Oregon and our community have a great admiration and the utmost gratitude for all the men and women who have, and are, selflessly serving their country and this community in the Armed forces; and

Whereas, Veterans have paid the high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and,

Whereas, the contributions and sacrifices of the men and women who served the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

Whereas, many men and women in uniform have given their lives while serving in the Armed Forces; and

Whereas, citizens of our country have received the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service; and

Whereas, the City of The Dalles and Wasco County seeks to remember and recognize veterans who are recipients of the Purple Heart Medal; and

Whereas, I proclaim the City of The Dalles Oregon to be a Purple Heart City, honoring the service and sacrifice of our nation's men and women in uniform, wounded or killed by the enemy while serving to protect our freedoms.

THEREFORE, BE IT ORDAINED BY THE CITY OF THE DALLES OREGON as follows:

Now, therefore, be it resolved on this _____, I, Tyler Stone, Wasco County Administrator in the City of The Dalles supports the City of The Dalles in becoming a Purple Heart City in recognition of our communities Purple Heart Medal recipients. Tyler Stone, Wasco County Administrator and Steve Kramer, Commissioner

Tyler Stone, Wasco County Administrator

Steve Kramer, Commissioner



GUIDELINE TO ESTABLISH A PURPLE HEART CITY or COUNTY

Here are some tips and suggestions on establishing a Purple Heart City or County. This is just a guide to assist in your efforts, and does not proclaim to be the "End-All" in the procedure.

I use a County Board of Supervisors (BOS) in the below outline, however, you can use the same information for a City Council or Board of Commissioners, etc.

First, find out who on your BOS is the Veteran's contact person. If there is no Supervisor assigned to this, contact the Board Chairperson or County person known to you, and ask for a face-to-face meeting.

Have with you a copy of the example Proclamation ([click for two examples](#)), and suggest they can use it as a guide in making their own. Be prepared to explain what your intent is ie, honoring all those who have sacrificed for their country .. those killed or wounded in combat

Make sure you advise him/her that it's cost neutral; that it will not cost the County any money ... any incurred cost will be absorbed by your chapter - such as plaques, highway signs, etc. This is an important point, as knowing that there is no cost involved will resolve any fiscal issue that might inhibit action.

You will probably be referred to the County Clerk to work up the Proclamation. Be sure she/he sends you a draft copy for your review and approval - *before it's finalized*. It's important you agree with the verbiage.

Once the Proclamation is firmed up, ask that the BOS presentation be placed on the agenda at least two weeks in advance. This gives you time to contact other Veterans organizations to attend the meeting, and for you to contact the newspaper / radio to publicize the event. Invite as many veterans you can - Ladies, other vets, all your members, etc.

If your BOS meetings are televised, ask the cameraman for copies on DVD - they may charge you, but some may honor our non-profit status and waive any charge. If they won't waive the cost, *pay the money* - it's well worth it to have a DVD of the presentation. If no filming is available, assign someone to video it.

Be prepared to give a short acceptance speech (if given the opportunity). They are honoring Purple Heart veterans, and they should receive recognition for doing so.

If you can, bring enough of your Department coins / pins, etc. to present to all the Supervisors - don't forget the County / City Attorney, Clerk of the Board, Chief Administrative Officer, City Manager etc. Everyone who sits facing the audience should get one.

After the awards, Chapters gather outside and take lot of still pictures - some are submitted to, and were published in, the Purple Heart Magazine, others can feature in the Purple Hat Press.

Please keep your Department and Regional Commander apprised of your progress. As the National Coordinator of the program, I will need legislative confirmation (a copy of the resolution or proclamation) alongwith an address, specifically a zipcode. Once confirmed, I will post it on the National web-site.

It is suggested you send the Proclamation / Resolution to your Department Commander, who will send it to your Regional Commander, who will send it to me (scanned copy in email). It is very important your chain-of-command be kept in the 'loop'.

The above can also be used as an outline for a Purple Heart State, by contacting a State Legislator who would be willing to introduce a Bill or Resolution.

Call or email me anytime if I can be of further assistance. Yours in Patriotism,

Jim

James Varejcka
National Purple Heart Trail Coordinator
450 Conestoga Ave
Hickman, NE 68372-9783
Phone: (402) 792-2144
Email: jfvarejcka@windstream.net

News

By **KTVZ News Team**

Published April 20, 2015 12:00 PM

Bend is Oregon's newest 'Purple Heart City'



KTVZ

Bend was formally dedicated as a Purple Heart City on Saturday during a special ceremony at the Bend Heroes Memorial at Brooks Park.

The city's Purple Heart City proclamation, a Purple Heart poem and the history of the Purple Heart were read to an audience of 100 on a beautiful Saturday morning, said Bend veterans activist Dick Tobiason, chairman of the Bend Heroes Foundation..

Five Purple Heart City signs to be installed by ODOT at Bend's city limits over the next two weeks were sponsored by American Legion Post 4, the Marines Corps League, three WWII veterans and the son of a WWII Purple Heart recipient.

This project was sponsored by Bend Heroes Foundation, and no taxpayer funds were used, Tobiason said.

The Bend Band of Brothers installed the flags for Saturday's event at the Bend Heroes Memorial and on the Veterans Memorial Bridge.

Bend is now one of Oregon's nine Purple Heart Cities, along with Albany, Medford, Redmond, Prineville, Salem, La Pine, Madras and Beaverton, Tobiason said.

One of the major objectives of the congressionally chartered Military Order of the Purple Heart is to honor veterans who lost their lives or were wounded during combat since WWI with Purple Heart cities, counties, states and trails, said veterans activist Dick Tobiason, chairman of the Bend Heroes Foundation.

There are over 900 such locations across the nation honoring the 1.6 million Purple Heart recipients. The Purple Heart award was originally established by General George Washington as the Badge of Merit and is our nation's oldest military medal.

For each veteran who lost his or her life, there are between 2.3 (WII) and 9.6 (Iraq/Afghanistan) more who were wounded during combat. The monument honors about 450 Bend veterans who were eligible for the Purple Heart award.

To learn more about the Military Order of the Purple Heart, [click here](#).

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What does it mean to be a Purple Heart City?

Cecilia Trevino, LMtonline.com / Laredo Morning Times
Nov. 17, 2021 Updated: Nov. 17, 2021 6:16 p.m.



The City of Laredo was designated as one of 200 Purple Heart Cities nationwide.
Courtesy /City of Laredo

The city received a Purple Heart City plaque in a ceremony held at City Hall on Monday. Purple Heart recipients joined Mayor Pete Saenz and councilmembers to grant the designation.

The Purple Heart is a United States military decoration awarded in the name of the president to those wounded or killed while serving with the U.S. military. It is also the oldest military medal in the nation.

To be declared a “Purple Heart City,” a mayor and/or city council must deliver an official proclamation, which is then presented to the local chapter of the military order of the Purple Heart.

Purple Heart recipients joined city officials for this important ceremony in which they also shared their memories while being in combat and earning this recognition.

“The Purple Heart Designation is one of the most prestigious honors a city can receive, and we’re extremely grateful for that,” Saenz said. “By proclaiming Laredo as a Purple Heart City, we’re committing to remembering acts of resiliency of brave men and women. It is with much admiration, honor and respect that we should salute all of the Veterans and Purple Heart Recipients.

“Without you, obviously, we wouldn’t be doing what we do here, and that’s exercising our rights, liberties and our opinions. ... The Purple Heart city designation will serve as a reminder of your service for our community.”

Texas Department Commander for 2021-22 Lazaro “Airborne” Camarillo, a combat-wounded Vietnam Army veteran, presented the proclamation for the city’s designation.

“What does it mean to become a Purple Heart City? It means that you are going to represent, you are going to honor every single Purple Heart recipient,” he said. “Especially all those veterans who earn in combat this badge.”

Camarillo is a recipient of the Purple Heart himself earning a Bronze Star with Valor for his actions in Vietnam.

According to the Military Order of the Purple Heart, as an Army Sergeant (E-5), Camarillo was wounded during his service in Vietnam.

For his Valor, Lazaro received the Bronze Star with V Device, and received a Purple Heart for his actions on April 5, 1969 at the A Shau Valley, Vietnam. Lazaro Camarillo spent 122 days in the A Shau Valley, fought at Hill 654, Airborne Hill, Hamburger Hill, DMZ and through the entire A Shau Valley. Lazaro was forced to go hand-to-hand twice in combat on Airborne Hill and again on Hamburger Hill.

District VI Councilmember Dr. Marte Martinez reminded present guests the importance of having this designation. As Laredo even being a small city, has always had a big presence in the military, remarking the city's devotion for serving its country.

"I am proud to be a part of this," he said. "I'm proud of this proclamation, I want to thank you (Camarillo) for allowing us the honor of joining the other 200 cities in Texas that are now Purple Heart cities, and that we take a moment, not today, but every day to look at this plaque as we're driving by and remember that is not just a plaque. When we see Purple Heart designations ... it's not just a plaque, this is a commitment from Laredo to stand up and protect our country."

According to the Military Order of the Purple Heart, the state of Texas is home to more than 47,000 recipients of the honor.

Victor Salazar is the Veterans Program Coordinator at Alamo Area Council of Governments. He served as an infantryman in the U.S. Army from 2002-05.

"A lot of people don't know the gravity, the pain behind this Purple Heart award," he said. "We lost a lot of brothers.

"This is an award no service member wants to get, but it's an award we're all ready and willing to receive for the love of our country. ... We're in this together. Our men fight together, we live together, we do this for the love of our country. This award, it signifies more than just bravery and wining, and combat, it's so much more than that."

Laredo is one of 200 cities nationwide that have received this prestigious title. The Purple Heart is the oldest military decoration, created as the Badge of Military Merit by General George Washington in 1782, to honor all military service members who have been wounded or killed during combat.

cecilia.trevino@lmtonline.com

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, [Louis San Miguel](#)

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Written By

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Cecilia Trevino reports on city and education for the Laredo Morning Times since September 2021.

She graduated from Tecnológico de Monterrey in México as a Journalism major with a minor in Film.

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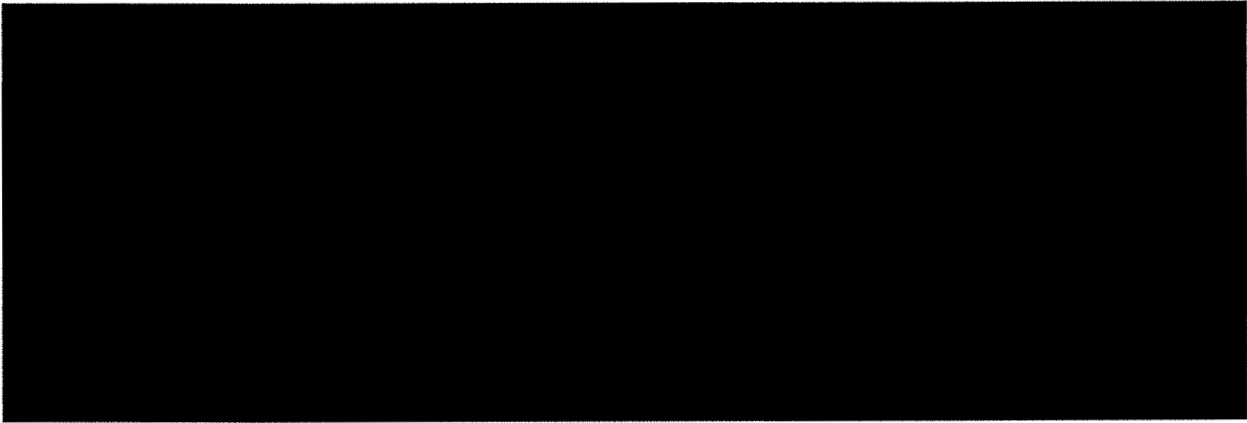
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RESOLUTION NO. 22-014

**A RESOLUTION CONCURRING WITH THE MAYOR'S APPOINTMENTS
TO THE PLANNING COMMISSION**

WHEREAS, Philip Mascher's term expires April 30, 2021;

WHEREAS, the Mayor has elected to reappoint Philips Mascher to the Planning Commission

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

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

Philip Mascher to the Planning commission with an expiration date of April 30, 2026

Section 2. This Resolution shall be effective May 23, 2022.

PASSED AND ADOPTED THIS 23rd DAY OF MAY, 2022.

Voting Yes, Councilors: _____

Voting No, Councilors: _____

Absent, Councilors: _____

Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 23rd DAY OF MAY, 2022.

SIGNED: _____ ATTEST: _____

Richard A. Mays, Mayor Izetta Grossman, CMC, City Clerk

RESOLUTION NO. 22-020

**A RESOLUTION ADOPTING THE POSITION DESCRIPTION
FOR CHIEF OF POLICE**

WHEREAS, the Oregon Association Chiefs of Police, Oregon State Sheriff’s Association, and the Association of Public Safety Communications Officials created the Oregon Accreditation Alliance (**OAA**) to support and endorse the continued improvement of law enforcement and emergency communications services by establishing standards of accountability, management, and operations;

WHEREAS, the City is seeking accreditation of its Police Department through OAA; and

WHEREAS, one of OAA’s accreditation requirements is a written statement from the City indicating the Chief of Police’s authorities over and responsibilities to The Dalles Police Department.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF THE DALLES
RESOLVES AS FOLLOWS:**

1. The City of The Dalles hereby adopts the Position Description for Chief of Police, revised October 2020, a copy of which is attached to and made part of this Resolution as Exhibit “A”.
2. This Resolution shall be effective upon adoption.

PASSED AND ADOPTED THIS 23RD DAY OF MAY, 2022.

Voting Yes	Councilors:	_____
Voting No	Councilors:	_____
Abstaining	Councilors:	_____
Absent	Councilors:	_____

AND APPROVED BY THE MAYOR THIS 23RD DAY OF MAY, 2022.

Richard A. Mays, Mayor

ATTEST:

Izetta Grossman, CMC, City Clerk

RESOLUTION NO. 22-020

**A RESOLUTION ADOPTING THE POSITION DESCRIPTION
FOR CHIEF OF POLICE**

WHEREAS, the Oregon Association Chiefs of Police, Oregon State Sheriff’s Association, and the Association of Public Safety Communications Officials created the Oregon Accreditation Alliance (**OAA**) to support and endorse the continued improvement of law enforcement and emergency communications services by establishing standards of accountability, management, and operations;

WHEREAS, the City is in the process of accrediting its Police Department through OAA; and

WHEREAS, one of OAA’s accreditation requirements is a written statement from the City indicating the Chief of Police’s authorities over and responsibilities to The Dalles Police Department.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF THE DALLES
RESOLVES AS FOLLOWS:**

1. The City of The Dalles hereby adopts the Position Description for Chief of Police, revised October 2020, a copy of which is attached to and made part of this Resolution as Exhibit “A”.
2. This Resolution shall be effective upon adoption.

PASSED AND ADOPTED THIS 23RD DAY OF MAY, 2022,

Voting Yes	Councilors:	_____
Voting No	Councilors:	_____
Abstaining	Councilors:	_____
Absent	Councilors:	_____

AND APPROVED BY THE MAYOR THIS 23RD DAY OF MAY, 2022.

Richard A. Mays, Mayor

ATTEST:

Izetta Grossman, CMC, City Clerk



POSITION DESCRIPTION

TITLE: Chief of Police
DEPARTMENT: Police
REPORTS TO: City Manager
SUPERVISES: All Sworn and Non-Sworn Department Personnel

DEFINITION: Performs all duties to support and promote the City and Department’s values/missions, directives of the City Manager. Interpret and apply Federal, State, and local policies, procedures, laws, and regulations. Performs all duties that support the laws of the State of Oregon and Ordinances of the City of The Dalles. Performs full management responsibility for all Police Department services including recommending, developing, and administering policies and procedures within City policy. Develop and manage Department budget and oversee expenditures. Review and evaluate work methods and procedure, training, activities with other agencies and organizations, and identify opportunities for improvement. Perform duties in a manner that supports the Police Chiefs Code of Ethics. Display due regard for the civil liberties of all persons.

ESSENTIAL JOB FUNCTIONS:

- Supervises all sworn and non-sworn Police Department employees and programs.
- Monitor and evaluate the efficiency and effectiveness of services.
- Negotiate and resolve sensitive and controversial issues.
- Participate on boards, commissions, and professional groups.
- Hire, train, motivate, and evaluate personnel and work with employees to correct deficiencies and implement discipline and termination procedures as necessary.
- Knowledge of modern principles, practices, and techniques of police administration, organization, and operation.

OTHER JOB FUNCTIONS: Other duties as may be assigned.

WORKING CONDITIONS: The majority of tasks are performed while working in an office environment. Some tasks may be performed in a patrol car or outside that may require flexibility entering and exiting vehicles, climbing over and around obstacles and sudden moves to avoid dangerous situations that may arise. Few tasks require heavy lifting, pushing, pulling, or carrying heavy loads. Work outside can be in inclement weather.

**Exhibit "A" to
Resolution No. 22-020**

ABILITY TO:

- Plan, organize, direct, and coordinate work of personnel.
- Delegate authority and responsibility.
- Provide administrative and professional leadership and direction to personnel.
- Act quickly and calmly in emergencies.
- Communicate clearly and concisely both orally and in writing.
- Use firearms and other modern police equipment.

QUALIFICATIONS: Any equivalent combination of education and experience which provides the applicant with the knowledge, skill, and ability required to perform the job. A typical way to obtain the knowledge, skills, and abilities would be:

Education: High School Graduate or GED certificate. Four (4) years college degree in law enforcement or a related field preferred.

Experience: Ten (10) years of law enforcement experience, four (4) of which must be in a management law enforcement position.

LICENSE AND CERTIFICATE: A valid drivers license. Possess or be eligible to possess the Oregon Board of Police Safety Standards and Training Management Certificate. Must meet Department firearm proficiency standards.



AGENDA STAFF REPORT

AGENDA LOCATION: Contract Review Board Item #10A

MEETING DATE: May 23, 2022

TO: Honorable Mayor and City Council

FROM: Dave Anderson, Public Works Director

ISSUE: Award of Contract No. 2022-001 Dog River Pipeline Replacement Construction

BACKGROUND: The Dog River Pipeline Replacement project will replace a 100+-year old wooden pipeline which is located on lands administered by the US Forest Service. The pipeline currently supplies over half of the City's annual water supply. The existing pipeline is deteriorated and leaking. Replacement of the pipeline is necessary to maintain the integrity, reliability and resilience of the City's water supply system. The project consists of several elements sequenced over many years with a current schedule for completion by the end of 2023. The major elements of the project are as follows:

- A Proposed Action was submitted to the US Forest Service in 2010. After completion of related technical analyses and public review and comment, a Decision Notice authorizing the project was issued by the Forest Service in October 2020 with concurrence from the National Marine Fisheries Service (NMFS).
- The City awarded a professional services to Jacobs Engineering Group to complete the design and permitting for the project in April 2021; that design has been completed except for fish passage and screening systems proposed to be constructed at the pipeline intake; design of the intake systems is currently 30% complete.
- Permit applications related to the project have been submitted to US Forest Service (3 permits), US Army Corps of Engineers, Oregon Department of State Lands (DSL), Oregon Department of Environmental Quality (2 permits), Oregon Department of Fish and Wildlife (4 permits) and Oregon State Historic Preservation Office; most of these permits have now been approved.
- A contract was advertised and awarded to Core and Main LLC in February 2022 allowing the City to pre-purchase 13,250 feet of pipe to support the first season of construction without procurement delays. The pipe has been received and is currently stored on property the City is leasing from Port of The Dalles.

- A contract was awarded to WyEast Timber Services in April 2021 to serve as the City’s timber management consultant to develop a contract and oversee operations to remove timber from the pipeline construction corridor and associated staging areas.
- A contract was advertised and awarded to Bounds Excavation Inc in May 2022 to provide timber removal and road maintenance work needed to prepare for subsequent pipeline construction work; that work is expected to be completed by the end of August 2022.
- The professional services contract with Jacobs was amended in April 2022 to complete the unexpectedly-complicated (and expensive) design of fish passage and screening systems and to provide engineering monitoring and inspections during construction of the pipeline.
- After completion of the design, a separate contract to construct the pipeline intake systems including the fish passage and screening systems will be advertised for bid later this year; these systems will be constructed in 2023.

The current total project estimate, with consideration of this proposed contract, is just over \$13 million. The project is to be funded with City water utility rate revenues and system development charges combined with outside funding that has been secured for the project. Applications were submitted for outside funding for the project as early as 2017. To date, a total of \$9,030,000 has been secured for the project from state and federal sources in the forms of a grant (\$1,000,000), a forgivable loan (\$530,000), and a long-term, low-interest loan (\$7,500,000 at 1% interest for 30 years).

The pipeline to be constructed is about 3.5 miles long and located in a challenging environment. Construction of the project is expected to take two seasons to complete – 2022 and 2023. It is anticipated that the selected contractor will need to utilize multiple work crews concurrently to complete the project in those two years. Construction schedules could be adversely impacted by fire-season restrictions that might be implemented in the summer months. Any in-stream work on the project, at the pipeline intake and at a road crossing of a stream, must be conducted during the state-designated in-stream work periods of July 15th to August 31st, further complicating the construction schedule. Per the terms of the grant funding received, the project must be completed by December 31, 2023.

During the solicitation process for this construction contract, a mandatory pre-bid site tour was conducted last fall, a pre-qualification process was utilized wherein potential bidders had to demonstrate their relevant capabilities and experience, and a virtual pre-bid meeting was held in April 2022. Ultimately, four bids were received and opened on May 5th. The bid results were as follows:

Granite Construction	\$18,595,450.00
Michels Pipeline	\$ 8,733,482.26
Crestline Construction	\$ 7,054,500.00
K&E Excavating	\$ 5,890,550.00

The apparent low bid from K&E Excavating was deemed to be complete and responsive. Staff is recommending award of Contract No. 2022-001 to K&E Excavating as the lowest responsive bidder.

Following award of the contract, staff and Jacobs intend to work with the contractor to schedule a ground-breaking ceremony for the project.

BUDGET ALLOCATION: Fund 53, the Water Reserve Fund, allocates \$11,201,726 for the Dog River Pipeline Replacement Project in the current budget. The engineer's estimate for this contract was \$9,470,000.00. The bid from K&E Excavating is below the engineer's estimate and there are adequate funds available in the budget for this contract.

ALTERNATIVES:

1. **Staff Recommendation:** *Move to authorize the City Manager to enter into contract with K&E Excavating in an amount not to exceed \$5,890,550 for Contract No. 2022-001, the Dog River Pipeline Replacement construction contract.*
2. Deny authorization to award Contract No. 2022-001 to K&E Excavating and provide additional direction to staff.



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #11A

MEETING DATE: May 23, 2022

TO: Honorable Mayor and City Council

FROM: Daniel Hunter, Human Resources Director

ISSUE: CIS Insurance Renewal

BACKGROUND: Over the past few years local government general liability and property insurance premiums have increased significantly. The enclosed insurance renewal presented by Oregon Trail Insurance, our Agent of Record, shows this trend is continuing. Every effort was made to provide City Council the information as quickly as possible so the costs could be included in the budget discussion.

In addition to the premium increases, CIS has changed how their Cyber coverage is managed. We looked at going to Tier II for Cyber coverage. However, we do not have the required systems in place to do so. IT is currently looking at the cost to implement the requirements.

Two years ago the City increased our deductible for auto to \$1,000 and \$10,000 on Property/General Liability. Further increase is not advised due to the impact it could have on individual Department budgets.

BUDGET IMPLICATIONS: Premium increase estimates were provided to the Budget Committee and are accounted for in the Approved Budget which Council will consider for Adoption on June 13, 2022.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to authorize the City Manager to renew the City Insurance with CIS for FY22-23 in an amount not to exceed \$492,250.45*
2. Move to direct the City Manager to work with Agent to determine other rate cutting methods.
3. Move to authorize the City Manager to renew the City Insurance with CIS for FY22-23 in an amount not to exceed \$492,250.45 and investigate options to Self-Insure.



Oregon Trail Insurance

409 West 4th Street
The Dalles, OR 97058
541-296-2395 Tel
541-296-6143 Fax

May 09, 2022

City of The Dalles
313 Court Street
The Dalles, OR 97058

Re: Insurance Renewal/Property & Casualty
City of The Dalles Proposal

Dear: Daniel Hunter, Honorable Mayor and City Council

We all know the whirl wind of changes we've been encountering this past year. Many challenges we faced then and many challenges ahead of us. Inflation is nearing 10% with many unknowns ahead. Insurance rates are no different and this year we will see rate increases.

This renewal year we have combined all Coverages. The Cyber Liability Coverage will now be included with CIS. In the past we have sought out coverage for Cyber from third party Insurance Carriers. It makes sense to have all the coverages under CIS.

In review of rate changes: Property rate increase trended up 24%. CIS also newly appraised many of our property structures(every 5 years). The cost of goods and materials have sky rocketed resulting in much higher than anticipated limits of Insurance. As a result of these appraisals Premium has trended up. Auto Rates trended up 8% and General Liability rates trended up 28%.

During the fiscal year there have been 48 new reported claims. This is a unusually high amount of claims reported(see claims graph for prior years) and due mostly to one occurrence. I do not anticipate claim volume being elevated for this new period.

Cyber Liability. Public entities have become a target. CIS has done a fantastic job of offering 3 tiers of protection to their members. The City has done an excellent job putting safeguards in place to protect against any Cyber attacks.

We continue to highly recommend CIS for the upcoming period. I anticipate rates to soften in the future.

Oregon Trail Insurance looks forward to a continued and excellent relationship with city staff so we can meet the needs of The City of The Dalles.

Thanks

Michael H Luebke

Property and/or Liability Proposal Summary



citycounty insurance services
cisoregon.org

Named Member
City of The Dalles
313 Court St.
The Dalles, OR 97058

Agent of Record
Oregon Trail Insurance
409 W 4th Street
The Dalles, OR 97058

Proposal Date: 5/2/2022
Member Number: 10212
Effective Date: 7/1/2022
Termination Date: 7/1/2023

Coverage	Description	Amount	Total
General Liability (Standard-Per Occurrence Plan)	Contribution Limit: \$5,000,000	\$288,045.27	
	Multi-Line Credit	(\$14,652.26)	
	Other GL Risk Exposure	\$5,000.00	
			\$278,393.01
Auto Liability	Contribution	\$32,280.23	
	Multi-Line Credit	(\$1,614.01)	
			\$30,666.22
Auto Physical Damage	Contribution	\$23,276.02	
	Multi-Line Credit	(\$1,163.80)	
			\$22,112.22
Property	Contribution	\$164,735.80	
	Multi-Line Credit	(\$8,236.79)	
			\$156,499.01
Optional Excess Liability	Not Purchased		\$0.00
Optional Excess Quake	Not Purchased		\$0.00
Optional Excess Flood	Not Purchased		\$0.00
Optional Excess Crime	Contribution	\$935.00	\$935.00
Optional Cyber Security	Contribution	\$3,600.00	\$3,600.00
Optional Excess Cyber Security	Not Purchased		\$0.00
Difference in Conditions	Not Purchased		\$0.00
Summary			
	Contribution	\$512,872.32	
	Multi-Line Credit	(\$25,666.86)	
	Other GL Risk Exposure	\$5,000.00	

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\$492,205.45

CIS Public Entity Liability Coverage Proposal



citycounty insurance services
cisoregon.org

Proposal Date: 5/2/2022

Coverage Period: 7/1/2022 to 7/1/2023

Named Member
City of The Dalles
313 Court St.
The Dalles, OR 97058

Agent of Record
Oregon Trail Insurance
409 W 4th Street
The Dalles, OR 97058

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage*	Per Occurrence	Annual Aggregate	Per Occurrence Deductible / SIR*	Agg/Retro Deductible
Public Entity Liability Coverage (Including Auto Liability) as described in CIS General & Auto Liability Coverage Agreement	\$200,000	\$600,000	\$5,000	None

Forms Applicable: CIS General & Auto Liability Coverage Agreement - CIS GL/AL (7/1/2022)

Coverage*	Per Occurrence	Annual Aggregate		
Excess Public Entity Liability Coverage as described in the CIS Excess Liability Coverage Agreement (limits shown are excess of primary coverage limits)	\$4,800,000	\$14,400,000		

Forms Applicable: CIS Excess Liability Coverage Agreement - CIS XS/GL (7/1/2022)

Coverage*	Per Occurrence	Annual Aggregate		
Additional layer of Excess Liability (General and Auto Liability)	Not Purchased	Not Purchased		

*Refer to the CIS General & Auto Liability Coverage Agreement and CIS Excess Liability Coverage Agreement and endorsements (if any) for detailed coverages, special deductibles, limits, sublimits, exclusions, and conditions that may apply.

Excess Liability Coverage does not provide Uninsured Motorist coverage.

Coverage	Contribution
General Liability	\$293,045.27
Auto Liability	\$32,280.23
Liability Total	\$325,325.50

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

Property Coverage Proposal



citycounty insurance services
cisoregon.org

Proposal Date: 5/2/2022

Coverage Period: 7/1/2022 to 7/1/2023

Named Member
City of The Dalles
313 Court St.
The Dalles, OR 97058

Agent of Record
Oregon Trail Insurance
409 W 4th Street
The Dalles, OR 97058

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Limits (Per Occurrence):*

Building and Contents and PIO	Per current CIS Property Schedule
Mobile Equipment	Per current CIS Mobile Equipment Schedule
Earthquake	\$5,000,000
Excess Earthquake - Coverage applies only if coverage limit is shown.	None
Flood	\$5,000,000
Excess Flood - Coverage applies only if coverage limit is shown.	None
Combined Loss of Revenue and Rental Value	\$1,000,000
Combined Extra Expense and Rental Expense	\$1,000,000
Property in Transit	\$1,000,000
Hired, Rented or Borrowed Equipment	\$150,000
Restoration/Reproduction of Books, Records, etc.	\$100,000
Electronic Data Restoration/Reproduction	\$250,000
Pollution Cleanup	\$25,000
Crime Coverage	\$50,000
Police Dogs (if scheduled)	\$15,000
Off Premises Service Interruption	\$100,000
Miscellaneous Coverage	\$50,000
Personal Property at Unscheduled Locations	\$15,000
Personal Property of Employees or Volunteers	\$15,000
Unscheduled Fine Arts	\$100,000
Temporary Emergency Shelter Restoration	\$50,000
Difference In Conditions - Earthquake & Flood (if any):	\$0
Extra Items (if any):	\$0

***This represents only a brief summary of coverages. Please refer to CIS Property Coverage Agreement for detailed coverages, exclusions, and conditions that may apply.**

Locations Covered:	Per current CIS Property Schedule.
Perils Covered:	Risks of Direct Physical Loss subject to the terms, conditions and exclusions contained in the coverage forms listed below under Forms Applicable.
Deductibles:	\$10,000 Per occurrence except as noted and as follows (if any). \$1,000 Per occurrence on scheduled mobile equipment items. Earthquake and Flood: Special deductibles and restrictions per Section 2 of the CIS Property Coverage Agreement.
Total Contribution:	\$164,735.80 (Property) \$0.00 (Excess Earthquake) \$0.00 (Excess Flood) \$0.00 (Difference In Conditions)
Forms Applicable:	CIS Property Coverage Agreement - CIS PR (7/1/2022)

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

Auto Physical Damage Coverage Proposal



citycounty insurance services
cisoregon.org

Proposal Date: 5/2/2022 **Coverage Period: 7/1/2022 to 7/1/2023**

Named Member
City of The Dalles
313 Court St.
The Dalles, OR 97058

Agent of Record
Oregon Trail Insurance
409 W 4th Street
The Dalles, OR 97058

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Autos Covered*	Coverage Limit	Comprehensive Deductible	Collision Deductible	Contribution
Scheduled Autos	Per Schedule**	Per Schedule**	Per Schedule**	\$23,276.02
Rented or Leased Autos (60 days or less)	ACV Not to Exceed \$100,000	\$100	\$500	Included
Newly Acquired Autos	Included	\$100	\$500	Included

***This represents only a brief summary of coverages. Please refer to CIS Auto Physical Damage Coverage Agreement for detailed coverages, exclusions, and conditions that may apply.**

Total Contribution: \$23,276.02
Forms Applicable: CIS Auto Physical Damage Coverage Agreement - CIS APD (7/1/2022)
 **Current CIS Auto Schedule

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

Equipment Breakdown Coverage Proposal



citycounty insurance services
cisoregon.org

Proposal Date: 5/2/2022 **Coverage Period: 7/1/2022 to 7/1/2023**

Named Member
City of The Dalles
313 Court St.
The Dalles, OR 97058

Agent of Record
Oregon Trail Insurance
409 W 4th Street
The Dalles, OR 97058

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Limits:*

Property Damage	Per current CIS Property Schedule or \$100,000,000, whichever is less.
Rental Value/Rental Expense	Included in Property Damage
Extra Expense	Included in Property Damage
Service Interruption	Included in Property Damage
Drying out following a flood	Included in Property Damage
Course of Construction	Included in Property Damage
Computer Equipment	Included in Property Damage
Portable Equipment	Included in Property Damage
CFC Refrigerants	Included in Property Damage
Hazardous Substance	\$2,000,000
Data Restoration	\$250,000
Perishable Goods	\$2,000,000
Expediting Expense	\$2,000,000
Demolition	\$2,000,000
Ordinance or Law	\$2,000,000
Off Premises Property Damage	\$250,000
Contingent Rental Value/Rental Expense	\$250,000
Newly Acquired Locations	\$1,000,000 / 365 Days Max
Extended Period of Restoration	30 Days

***This represents only a brief summary of coverages. Please refer to CIS Equipment Breakdown Coverage Agreement for detailed coverages, exclusions, and conditions that may apply.**

Locations Covered: Per current CIS Property Schedule.
Deductible: \$10,000 All Coverages: 24 hour waiting period applies for service interruption.
Contribution: Included
Forms Applicable: CIS Equipment Breakdown Coverage Agreement - CIS BM (7/1/2022)

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

Excess Crime Coverage Proposal



citycounty insurance services
cisoregon.org

Proposal Date: 5/2/2022

Coverage Period: 7/1/2022 to 7/1/2023

Named Member
City of The Dalles
313 Court St.
The Dalles, OR 97058

Agent of Record
Oregon Trail Insurance
409 W 4th Street
The Dalles, OR 97058

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Excess Crime Coverage

Coverage Limits excess of \$50,000 crime coverage provided under the CIS Property Coverage Agreement:*

Employee Theft - Per Loss Coverage	\$250,000
Forgery or Alteration	Included
Inside Premises - Theft of Money & Securities	Included
Inside Premises - Robbery, Safe Burglary - Other	Included
Outside Premises	Included
Computer Fraud	Included
Money Orders and Counterfeit Paper Currency	Included
Funds Transfer Fraud	Included
Impersonation Fraud Coverage	Maximum recovery** \$250,000

**Recovery subject to lower limit purchased by member if under \$250,000

Additional Coverages:

Faithful Performance of Duty Included

*This represents only a brief summary of coverages. Please refer to the Excess Crime Policy for detailed coverages, exclusions, and conditions that may apply.

Locations Covered: Per current CIS Property Schedule.
Contribution: \$935.00
Forms Applicable: National Union Fire Insurance/Excess Crime Policy

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

Cyber Security Coverage Proposal



citycounty insurance services
cisoregon.org

Proposal Date: 5/2/2022

Coverage Period: 7/1/2022 to 7/1/2023

Named Member
City of The Dalles
313 Court St.
The Dalles, OR 97058

Agent of Record
Oregon Trail Insurance
409 W 4th Street
The Dalles, OR 97058

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Cyber Security Coverage

Pool-wide aggregate limit per coverage year, \$5,000,000.

Coverage Limit*	\$50,000
Notification Costs	Included
Third Party Liability	Included
Penalties	Included
Extortion	Included
Breach Coaching	Included
Public Relations Consulting	Included
Credit Monitoring	Included
Impersonation Fraud Coverage	Included

***This represents only a brief summary of coverages. Please refer to the CIS Cyber Security Coverage Agreement for detailed coverages, exclusions, and conditions that may apply.**

Deductible: \$5,000
Contribution: Tier 1: \$3,600.00
Tier 2: \$0.00
Total: \$3,600.00
Forms Applicable: CIS Cyber Security Coverage Agreement (7/1/2022)

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

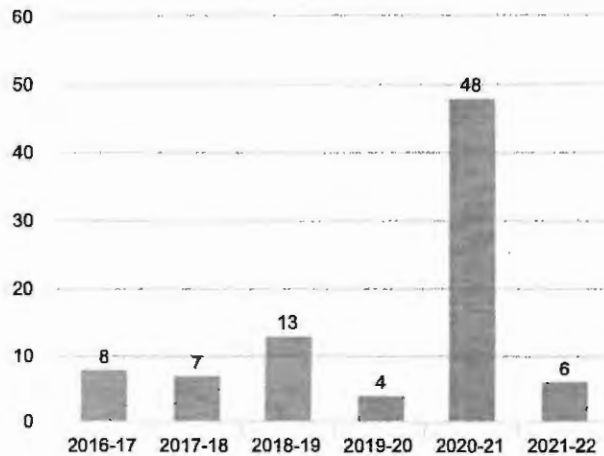
City of The Dalles
General Liability Claims Summary
 FY 2016-2017 to 2021-2022 as of 04/25/2022



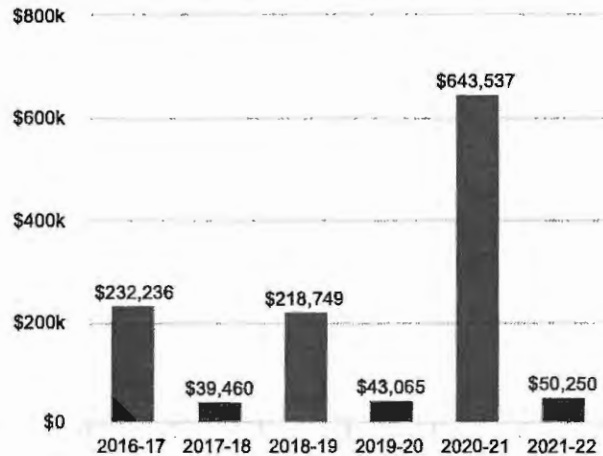
citycounty insurance services
 cisoregon.org

Coverage Year	Total Claims	Open Claims	Closed Claims	Total Reserves	Total Paid	Total Incurred	Cost/Claim
a	b (c+d)	c	d	e	f	g (e+f)	h (g/b)
2016-2017	8	1	7	\$4,012.05	\$228,223.47	\$232,235.52	\$29,029.44
2017-2018	7	0	7	\$0.00	\$39,460.44	\$39,460.44	\$5,637.21
2018-2019	13	0	13	\$0.00	\$218,748.94	\$218,748.94	\$16,826.84
2019-2020	4	0	4	\$0.00	\$43,065.44	\$43,065.44	\$10,766.36
2020-2021	48	4	44	\$443,846.08	\$199,691.30	\$643,537.38	\$13,407.03
2021-2022	6	3	3	\$50,250.00	\$0.00	\$50,250.00	\$8,375.00
Totals:	86	8	78	\$498,108.13	\$729,189.59	\$1,227,297.72	Avg: \$14,270.90

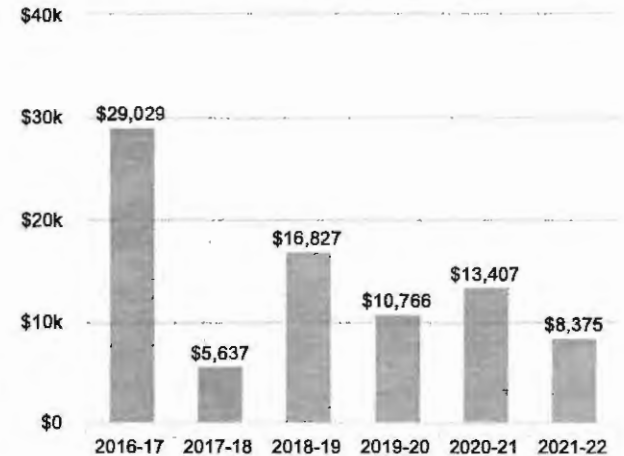
No. of Claims by Coverage Year



Total Incurred by Coverage Year



Cost/Claim by Coverage Year





AGENDA STAFF REPORT

AGENDA LOCATION: Discussion Item #12A

MEETING DATE: May 23, 2022

TO: Honorable Mayor and City Council

FROM: Daniel Hunter, Human Resources Director

ISSUE: City Legal Service Background

BACKGROUND: In March of 2020 the City contracted out legal services to Campbell Phillips PC. That contract has been amended and looking at the past two-years (26 months actual), the total cost is:

\$412,178.03 for the City of The Dalles
\$29,335.81 for Urban Renewal
Total: \$441,513.84

This equals: \$203,775.62 annually and does not include outside Counsel.

We believe Campbell Phillips, PC has done an excellent job representing the City's interest and providing sound legal advice. However, they are a local firm that is very popular. This means the City's Attorney has encountered potential conflicts of interest requiring the City to seek outside Counsel. Those issues were the SIP agreement with Wasco County, Ixtapa right-of-way agreement, Court prosecutorial agreement with Wasco County, and the LUBA appeal for Legacy. The conflict on the Ixtapa issue was able to be waived. The other conflicts added legal costs to the City of \$28,876.20 over two years.

Total Annualized costs for outside Counsel: \$218,213.72

In fiscal year 2021-2022 the Legal budget was amended to add funds for litigation. This litigation involved hiring outside Counsel that would have also been hired with an Attorney on staff.

The Oregon Employment Department has a median wage for Attorney in the State at \$116,958 and an average at \$130,818. I requested compensation information from other Cities having a population 10,000 to 25,000. Three responded: Ashland, Pendleton and Newport. The median of the three was \$135,700 and the average was \$134,696. I also looked at the previous City Attorney wage of \$114,636 and increased that based on the COLA approved each year since we had that position. With the proposed COLA this year, it would be \$125,844. The budget FY 22-23 was prepared with the assumption legal services would be coming in house.

Total annual costs for personnel services budgeted: \$248,402.

Total annual Legal Department services budgeted: \$419,030.

The non-quantifiable costs of not having in in-house Attorney include, the City Attorney review of the SIP agreement. The inability to have the City Attorney's opinion on prosecutorial services with Wasco County and how we might want to modify that agreement. The City Attorney could have reviewed the right-of-way agreement with Ixtapa, rather than having an ethics attorney review it and determine the conflict could be waived. Lastly, time spent by staff looking for and hiring outside attorneys on matters that could not be waived.

BUDGET IMPLICATIONS: As the approved budget was drafted on the assumption of legal services being brought back to in-house, any change is likely to be minimal. As the City Attorney is an appointed position, salary is negotiated and agreed to by Council. This could result in a difference for personnel services costs in the Legal budget.