

AGENDA

REGULAR CITY COUNCIL MEETING

DECEMBER 12, 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 Canvas the Vote
 - B. The Dalles Purple Heart City
 - C. The Dalles High School Cross Country Team Recognition
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.

CITY OF THE DALLES

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

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

- A. Approval of the November 14, 2022 Regular City Council Meeting Minutes
- B. Approval of the November 29, 2022 Council Goal Setting Meeting Minutes

10. ACTION ITEMS

- A. Resolution No. 22-039 Approving a 7.37% Rate Increase for The Dalles Disposal
- B. Resolution No. 22-040 Authorizing Transfers of Budgeted Amounts in the IT Department of The General Fund of the City Of The Dalles Adopted Budget, Making Appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2023
- C. Resolution No. 22-037 Assessing the Real Properties Located at 475 Knoll Drive; 1612 East 13th Place; 750 Hostetler Street for the Costs of Abatement of Junk, Noxious Vegetation and Garbage
- D. Approval of the Lease Rates at Columbia Gorge Regional Airport
- E. General Ordinance No. 22-1394 An Ordinance Amending The Dalles Municipal Code Chapter 1.04 (Elections Code) for Legal Sufficiency

11. DISCUSSTION ITEMS

- A. Renewal Options for Operations Management International (OMI) Contract to operate the City’s Wastewater Treatment Plant

12. EXECUTIVE SESSION

In accordance with ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

CITY OF THE DALLES

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

- A. Recess Open Session
- B. Reconvene Open Session
- C. Decision, if any

13. ADJOURNMENT

This meeting conducted VIA Zoom

Prepared by/
Izetta Grossman, CMC
City Clerk

**CITY OF THE DALLES
P R O C L A M A T I O N**

WHEREAS, at a General Election held in the State of Oregon on November 8, 2022, in the City of The Dalles, Oregon, there was submitted to the voters, the candidates for office of Mayor, Councilor Position #1, Councilor Position #3.

WHEREAS, the City Council of the City of The Dalles has canvassed the results of said election and has found as follows:

MAYOR	TOTAL VOTES CAST	4201
Richard Mays	3948	
Write In	253	
COUNCILOR POSITION #1	TOTAL VOTES CAST	3835
Timothy McGlothlin	3743	
Write In	92	
COUNCILOR POSITION #3	TOTAL VOTES CAST	3584
Scott Randall	3508	
Write In	76	

NOW, THEREFORE, I, Richard A. Mays, Mayor of the City of The Dalles, do hereby proclaim at the General Election held November 8, 2022, the following:

1. Rich Mays was elected as Mayor of the City of The Dalles.
2. Timothy McGlothlin was elected Councilor Position #1 of the City of The Dalles.
3. Scott Randall was elected as Councilor Position #3 of the City of The Dalles.

SIGNED AND DATED AT THE DALLES, OREGON, THIS 12th DAY OF DECEMBER, 2022.

SIGNED:

Richard A. Mays, Mayor

ATTEST:

Izetta Grossman, CMC, City Clerk



AGENDA STAFF REPORT

AGENDA LOCATION: Item #9 A-B

MEETING DATE: December 12, 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 November 14, 2022 Regular City Council meeting minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the November 14, 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 November 14, 2022 Regular City Council meeting minutes.

- B. **ITEM:** Approval of the November 29, 2022 City Council Goal Setting meeting minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the November 29, 2022 City Council Goal Setting meeting have been prepared and are submitted for review and approval.

RECOMMENDATION: That City Council review and approve the minutes of the November 29, 2022 City Council Goal Setting meeting minutes.

MINUTES

CITY COUNCIL MEETING
COUNCIL CHAMBER, CITY HALL
NOVEMBER 14, 2022
5:30 p.m.

VIA ZOOM/ IN PERSON

PRESIDING: Mayor Richard Mays

COUNCIL PRESENT: Darcy Long, Rod Runyon, Scott Randall

COUNCIL VIA ZOOM: Tim McGlothlin

ABSENT: Dan Richardson

STAFF PRESENT: City Manager Matthew Klebes, City Attorney Jonathan Kara, City Clerk Izetta Grossman, Community Development Director Joshua Chandler, Public Works Director Dave Anderson, Police Chief Tom Worthy, Columbia Gorge Regional Airport Manager Jeff Renard

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, Runyon, Randall present; McGlothlin via Zoom; Richardson absent.

PLEDGE OF ALLEGIANCE

Mayor Mays asked Councilor Runyon to lead the Pledge of Allegiance.

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

MINUTES

Regular City Council Meeting

November 14, 2022

Page 2

APPROVAL OF AGENDA

It was moved by Runyon and seconded by Randall to approve the agenda as submitted. The motion carried 4 to 0; Runyon, Randall, McGlothlin, Long voting in favor; none opposed; Richardson absent.

PRESENTATIONS PROCLAMATIONS

The Dalles Disposal Rate Increase – Jim Winterbottom, Manager

Mr. Winterbottom reviewed the information in the agenda packet. He noted that the recycling costs have increased. He said it costs The Dalles Disposal to collect and deliver recycling to recycling facilities.

Winterbottom said the requested increase was 85% of the CPI, which was a 7.37% rate raise.

City Manager Matthew Klebes said the presentation was for Council to ask questions. He said the Resolution would come before Council at the December 12, 2022 Council meeting.

Councilor Long asked if businesses could provide their own dumpster/cans.

Winterbottom said there are some owned dumpsters that were grandfathered in years ago. He said new customers have to rent the dumpsters.

Mid-Columbia Houseless Collaborative (MCHC) Strategic Plan and House Bill 4123 – Mid-Columbia Community Action Council Director, Kenny LaPoint, MCCAC's Director of the Office of Housing Stabilization, Kelli Horvath and Leslie Naramore, the Washington Gorge Action Programs

Representatives presenting:

Kelly Horvath, Office of Housing Stabilization

Sarah Kellens, MCCAC Engagement Coordinator

Leslie Naramore, Washington Gorge Action Programs

Jennifer Pauletto, Washington Gorge Action Programs

Kenny LaPoint, MACCA

The representatives jointly presented the information on the strategic plan and process. They said it was the first strategic plan that covered both sides of the river, aligning resources to address houselessness, and instability.

MINUTES

Regular City Council Meeting

November 14, 2022

Page 3

They said the goal was to coordinate resources, providing the same resources and processes at every location. It was mentioned that the people served don't see two states, they see the region.

Representatives said they had a commitment to equality. They included the voices of those with life experiences, and used that date to create a strategic plan.

The 4 Key Goal Areas:

- Shelter – temporary shelter
- Services – one stop
- Housing – long term, increase stock
- Advocacy – move communities forward

Kenny LaPoint updated the Council on the status of the Navigation Center.

- Opening 2023
- Ground Breaking Spring 2023
- Working with Columbia Gorge Community College on partnership building tiny homes
- Pallet Shelters emergency needs
- Solar panels grant – facility could be used for cooling and warming area
- Project Turnkey 2.0 site open 2023
- Transitional housing 24-50 units
 - Hotel purchase underway
 - Allow family shelter units in collaboration with partners

AUDIENCE PARTICIPATION

Scott Baker, Northern Wasco County Parks & Recreation District Executive Director provided an update on Phase 1 of the Sorosis Park Rehabilitation Project.

Baker said:

- Local Contractor Crestline was hired for Phase 1 of the rehabilitation
- Completed:
 - Underground work irrigation- as well as infrastructure for future development
 - Grass planted
 - 32 Trees planted; 30 more in spring where green flags are located
- Gravel pad used for staging area will be the location of the future basketball court
- New efficient pump installed in the spring- water saving
- 18 hole Disc Golf course reinstalled in spring

MINUTES

Regular City Council Meeting

November 14, 2022

Page 4

Baker said this phase of the project would not have been possible without the contributions of the City of The Dalles and Wasco County.

He encouraged everyone to go up to Sorosis and see all the green grass and progress.

Long asked if Baker could share information on trees, and planting requirements. She said Urban Renewal was working on downtown trees. Baker said he would send some information. He said it would be important to make sure the needs of the business owners were being met.

Runyon asked if upgrading security cameras was part of the plan. He said Kelly Viewpoint cameras could use upgrading, as well as cameras pointing into the park.

Baker said he could work with QLife and northern Wasco County PUD. He said there were also plans for an onsite “Camp Host” that would live at the park as a set of eyes, not necessarily “security”.

Lisa Farquharson, President/CEO The Dalles Area Chamber of Commerce offered Thank you Tonkin of The Gorge for sponsorship of Veterans Day Parade.

She noted upcoming events:

- Thanksgiving Starlight Parade and Community Tree Lighting on November 25th.
- Main Street Family Night at the Civic following the tree lighting
- Downtown businesses open late that night

She said there would be family activities at the Civic.

She reminded Council January 19, 2023 would be the Distinguished Citizens Banquet. She said applications were being taken.

Farquharson noted that she took a Tracy Beard writer for Wander with Wonder on the East Gorge Food Tour, Mosier, The Dalles, Dufur and up to Sorosis Park. She thanked Northern Wasco County Parks and Recreation District for all the work done to rehabilitate Sorosis.

Runyon thanked Farquharson for putting on the Veterans Day Parade. He said the Mayor’s award went to Dale and Mary Rollins for their entry: their boat and a sign Take a Veteran fishing. He said Dale took veterans fishing often and it was appreciated.

Ms. Thompson, The Dalles asked about the Unhoused Taskforce and how long all the homeless had been in The Dalles. She said homeless were being bussed into The Dalles. She said with all the new services The Dalles was offering more people would come for the services.

Mayor Mays asked her to call him to discuss further, as he was on the taskforce.

CITY MANAGER REPORT

City Manager Matthew Klebes reported:

- City Council Goal Setting Session November 29th 1:00 p.m. to 5 p.m.
 - Reminded Council to submit their brainstorm list to the City Clerk by Tuesday
- Tour of NorCor Facility in Spring, please let City Clerk know if you'd like to tour
- Community Development Director Joshua Chandler introduced Brad Mead, Planning Tech
- Presentation to Port of The Dalles Commission
- City Departments Pumpkin carving contest – Thank you Mayor Mays for judging

CITY COUNCIL REPORTS

Councilor Long reported:

- Executive Session Urban Renewal
- Traffic Safety Commission – request for School Zone on West 10th in front of Head Start/Sunshine Preschool; crosswalk at apartments for those bringing their children to Head Start

Councilor Runyon reported:

- Wasco County Pioneer Association meeting at the Discovery Center November 15, 2:00 p.m.

Mayor Mays reported:

- 7 entries for the pumpkin carving contest: 1st Place – Administration; 2nd Place – Finance
- KACI Morning show
- Congratulations to State Champions - The Dalles High School Cross Country Team

CONSENT AGENDA

It was moved by Randall and seconded by Long to approve the Consent Agenda as presented. The motion carried 4 to 0, Randall, Long, McGlothlin, Runyon voting in favor; none opposed.

Items approved on the consent agenda were: 1) The minutes of the October 24, 2022 Regular City Council Meeting.

ACTION ITEMS

Columbia Gorge Regional Airport Land Lease Rates

Airport Manager Jeff Renard reviewed the staff report.

After some discussion on clarifying language regarding the actual annual increase being a percent increase or calculated each year, it was decided that Renard would clean up the language and bring the item back to Council after Klickitat County had approved the rate increase.

The Dalles Vision Action Plan 2040 Adoption

Community Development Director Joshua Chandler introduced consultant Aubrie Koenig of Consor (formerly Barney & Worth, Inc).

Koenig reviewed the Vision Action Plan 2040.

There were 5 focus areas identified:
Enhancing Education
Creating Economic Vitality
Providing Recreation and Open Space
Strengthening and Sustaining Community Life
Improving Governance and Infrastructure

Resolution No. 22-038 Adopting The Dalles Vision Action Plan 2040

It was moved by Randall and seconded by Long to adopt Resolution No. 22-038 adopting The Dalles Vision Action Plan 2040. The motion carried 4 to 0; Randall, Long, Runyon, McGlothlin in favor; none opposed; Richardson absent.

EXECUTIVE SESSION

In accordance with ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Mayor Mays recessed Open Session at 7:08 p.m.

Mayor Mays reconvene Open Session at 8:14 p.m.

MINUTES
Regular City Council Meeting
November 14, 2022
Page 7

It was moved by Randall and seconded by McGlothlin to authorize the City Attorney to take all necessary and convenient actions to settle the case of City of The Dalles vs. Advanced Local Media, LLC in an amount not to exceed \$100,000, which will be reimbursed y Google, LLC. The motion carried 4 to 0; Randall, Long, Runyon, McGlothlin in favor; none opposed; Richardson absent.

ADJOURNMENT

Being no further business, the meeting adjourned at 8:16 p.m.

Submitted by/
Izetta Grossman, CMC
City Clerk

SIGNED:

Richard A. Mays, Mayor

ATTEST:

Izetta Grossman, CMC City Clerk

MINUTES

COUNCIL GOAL SETTING SESSION
COUNCIL CHAMBER, CITY HALL
NOVEMBER 29, 2022
1:00 p.m.

VIA ZOOM/ IN PERSON

PRESIDING: Mayor Richard Mays

COUNCIL PRESENT: Darcy Long, Tim McGlothlin, Rod Runyon, Dan Richardson

COUNCIL ABSENT: Scott Randall

STAFF PRESENT: City Manager Matthew Klebes, City Attorney Jonathan Kara, City Clerk Izetta Grossman, Finance Director Angie Wilson, Community Development Director Joshua Chandler, Public Works Director Dave Anderson, Police Chief Tom Worthy, Human Resources Director Daniel Hunter, Librarian Jeff Wavrunek, Assistant Public Works Director Eric Hanson, Columbia Gorge Regional Airport Manager Jeff Renard

CALL TO ORDER

The meeting was called to order by Mayor Mays at 1:05 p.m.

ROLL CALL OF COUNCIL

Roll Call was conducted by City Clerk Grossman. Long, McGlothlin, Runyon, Richardson present; Randall absent.

PLEDGE OF ALLEGIANCE

Mayor Mays asked Councilor Long to lead the Pledge of Allegiance.

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

APPROVAL OF AGENDA

It was moved by Long and seconded by McGlothlin to approve the agenda as submitted. The motion carried 4 to 0; Long, McGlothlin, Richardson, Runyon voting in favor; none opposed, Randall absent.

GOAL SETTING

Randall arrived 1:07 p.m.

City Manager Welcome Comments

City Manager Matthew Klebes reviewed the process and purpose of the meeting.

Department Updates (10 minutes per Department)

City Clerk/IT

City Clerk Izetta Grossman said she would be working on the following projects in the next fiscal year:

- Remodel of old municipal court room, on a team with Human Resources Director Daniel Hunter
- Updating Fee Schedule City Dock and Lewis & Clark Park
- Reviewing all ordinances where City Clerk duties are listed, making recommendations if any changes are necessary

In response to a question she said cruise ships are the major user of the dock, the Coast Guard and barges also use the dock for shift changes. She said rarely does a private vessel use the dock.

IT

City Manager Matthew Klebes reviewed the report. He said IT was a vital part of City infrastructure.

He said a budget amendment would be coming before Council to address the increased costs of cyber security and funds for succession planning.

Finance/Utility Billing/Judicial

Finance Director Angie Wilson reviewed department overview, noting the following items:

- GASP rules for leases, she said understanding the new rules was critical and time consuming
- 10 Capital Improvement Plan
- State Office Building update: inside and outside including paint, tile, carpet and landscaping

- Forecasting program to assist with making decisions that would affect future budgets

In response to a question Finance Director Wilson replied the State Office Building's remodel costs were 50% reimbursable by the State.

City Manager Klebes said he and the Finance Director had reviewed the contracts for financial services with Mid-Columbia Fire and Rescue and Northern Wasco Parks and Recreation District. He said there was not a specific timeline.

It was clarified that the City was paid for the services.

Human Resources

Human Resources Director Daniel Hunter reviewed the department overview. Hunter said there were a number of retirements in the next few years, especially at Public Works. He said it was vital to have overlap for training.

He suggested possibly removing the Council authorization for use of safety funds, giving the ability to purchase smaller items as they come up.

It was suggested to look at a threshold of safety funds a Manager could authorize.

Community Development

Community Development Director Joshua Chandler reviewed the department overview.

He noted:

- Increased moral in department
- Advertising positions: Economic Development Officer (5 applications), Senior Planner (1 application), Facilities Manager (20 applications)
- Tony's building demo Request for Bids 90% complete – total estimated cost \$750,000
 - Waiting for grant award confirmation (\$400,000)
- Three new applications for RV Parks
 - West 10th and 13th Street project revised to 9 spaces

Police/Codes Enforcement/Animal Control

Chief Tom Worthy reviewed the department overview.

In response to questions he said:

Narcan cost \$10 to \$15 dose and works within minutes
Fentanyl - synthetic heroin – cheaper

MINUTES
Goal Setting Session
November 29, 2022
Page 4

Hiring bonuses worked well, and had become part of the hiring process
Fully staffed

Library

Librarian Jeff Wavrunek reviewed department overview. He explained the make up of the Library Special District.

Public Works: Streets/Water Treatment/Water Distribution/Wastewater

Public Works Director Dave Anderson reviewed department divisions and types of funds available to each division.

There was discussion regarding the 12th Street sidewalk project. He said the portion included in the project needed to be done with or without a development further east.

He said the purchase of the watershed land process would take about two years.

Airport

Columbia Gorge Regional Airport Manager Jeff Renard handed out additional information (attached).

He said hangar development was the top priority of the Airport Board. He said it was hard to estimate the impact of new hangars on the air traffic. He said some of the current outside tie down rentals would move undercover if it was available.

Legal

City Attorney Jonathan Kara reviewed the department overview.

He said coming on board as the in house attorney had been very positive. He noted hiring a paralegal gave him extra time for the larger projects.

Review of Vision Action Plan

City Manager Matthew Klebes said the document could help guide the Council regarding the future of The Dalles.

Council Review of City Goals

It was the consensus of the Council the goals should remain the same.

Council Goals:

- A. Provide City-wide infrastructure to support safe and well maintained streets and reliable utility systems for the citizens of The Dalles.

- B. Work and partner with governmental agencies and non-profits to improve coordination of services and open communication.
- C. Promote economic development opportunities which will provide jobs and enhance community livability.
- D. Maintain a sustainable budget that will support City operations and capital improvements, while assuring an adequate contingency fund.
- E. Encourage civic responsibility and promote health and public safety through programs, partnerships, plans and policies.
- F. Provide transparent and efficient administration of City government.

Council discussion and exercise on priority projects or issues
City Manager Klebes reviewed how the Trello program would work during the meeting.

See attached Trello printout of results of prioritization.

ADJOURNMENT

Being no further business, the meeting adjourned at 5:11 p.m.

Submitted by/
Izetta Grossman, CMC
City Clerk

SIGNED: _____
Richard A. Mays, Mayor

ATTEST: _____
Izetta Grossman, CMC City Clerk

City Council Goal Setting Session November 29, 2022

Airport Manager

Airport Goal Setting observations:

The day to day operations of our airport has many different hats to be worn.

Public relations at the Airport requires an in-depth understanding of the customer base and the product to be offered.

Working as the liaison between the FAA and respective State agencies on behalf of the Sponsor while striving to be a fiscally responsible and a thriving strategic partner to the region.

The City Council, City Manager have entrusted the Airport Manager to have have this responsibility

As the **Airport Manager** I am results and process driven in the daily operations. The daily operations are driven by the desire to have the Airport become self-sufficient while providing an inviting, vibrant airport community as a 'Gateway to the Gorge' while ensuring compliance with the FAA, Federal, State and local regulations..

Overview:

The Airport Manager is responsible for:

- Ensuring the safe operation of the Airport.
- Federal Grant acquisition and management.
- Both Oregon and Washington Grant acquisition and management
- Records Retention
- Hangar Lease initiations and renewals
- Annual hangar inspections
- Grounds keeping (mowing and vegetation control)
- Pavement, lighting inspections and repairs
- Marketing and working with potential investors for the business park and airside hangar lots
- Closed Runway marketing and scheduling.
- Snow removal
- Manages website and social media pages
- Land Use Agreements with the annual fire fighting agencies
- Varmint and bird control
- Research and implement technology for the future of aviation
- Hold monthly board meetings and report to the City of The Dalles and Klickitat Board of Commissioners.
- FAA coordination and Emergency services liaison in the event of an emergency or crash.
- Coordination with the US Military for fueling and misc. needs.
- Representative for the Lower John Day Area Commission on Transportation
- Oregon Dept. of Aviation 'Aviation Review Committee'

- The list goes on and changes daily

The Airport Manager position is a 24 hour a day job. The phone often rings in the middle of the night with a need at the airport. This is not something that is necessarily known or understood.

Recent Achievements:

- Developed a uniform land lease rate schedule for hangars and lots in the airport business park and airpark.
- 5 year CIP (capital improvement plan)
- Submission of 2 FAA AIP grants and 4 COAR (critical Oregon airport relief) grants as well as a Oregon Emergency Management /FEMA grant.
- 24,000 gallon jet fuel farm
- New Gate openers for the hangar access
- Renegotiated the DNR lease to reflect current use.

Upcoming Projects:

- South Apron Rehabilitation & 5 additional taxiways (for future hangars)
- Decommissioning of existing underground fuel farm
- Developing future fuel farm
- Building 2 rows of T hangars
- Building 40x60 box hangar
- Painting and reroofing of quonset hangar
-

Future Needs:

- 30 T hangar Units (3 buildings) 27 on waiting list, 48k annual revenue each building
- Bigger and more current mower and grounds maintenance equipment.
- Snow removal equipment (not a 1965 dump truck)
- Weed spray equipment (not a Ford 8N tractor)
- Sweeper for runways and taxiways
- Terminal building / Corporate hangar
- Flex space for small commercial users
- Develop water system for the terminal area

Financial Needs:

- T hangar 5-700,000 per building
- Grounds Keeping Equipment 50-100k Unless we can get from other agencies
- Terminal Building 5 million ish with public private partnership
- 100-150k local match money for grants



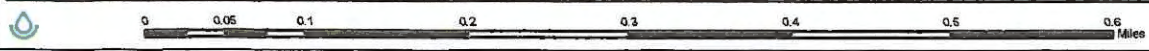
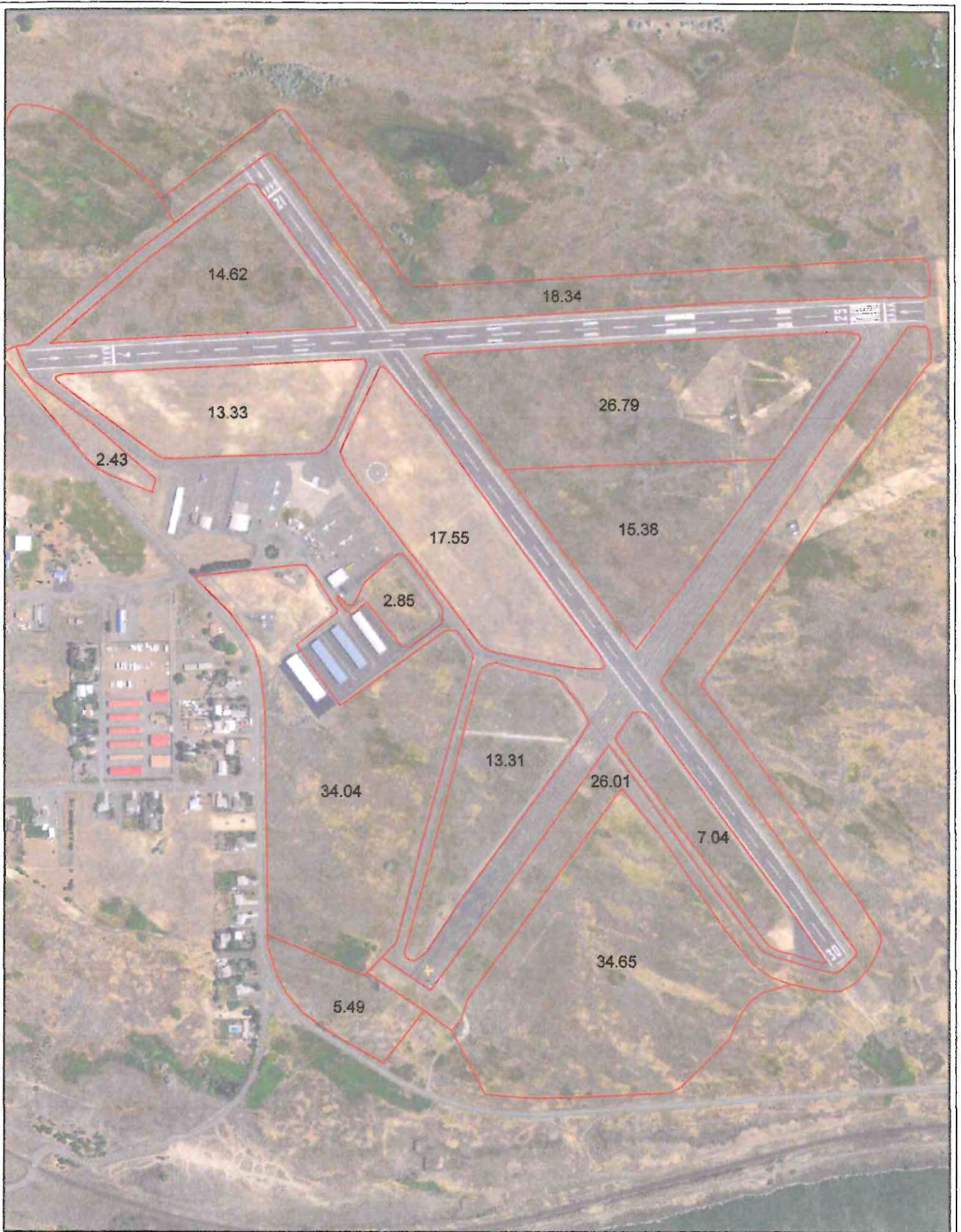
2022 Airport Vision Results

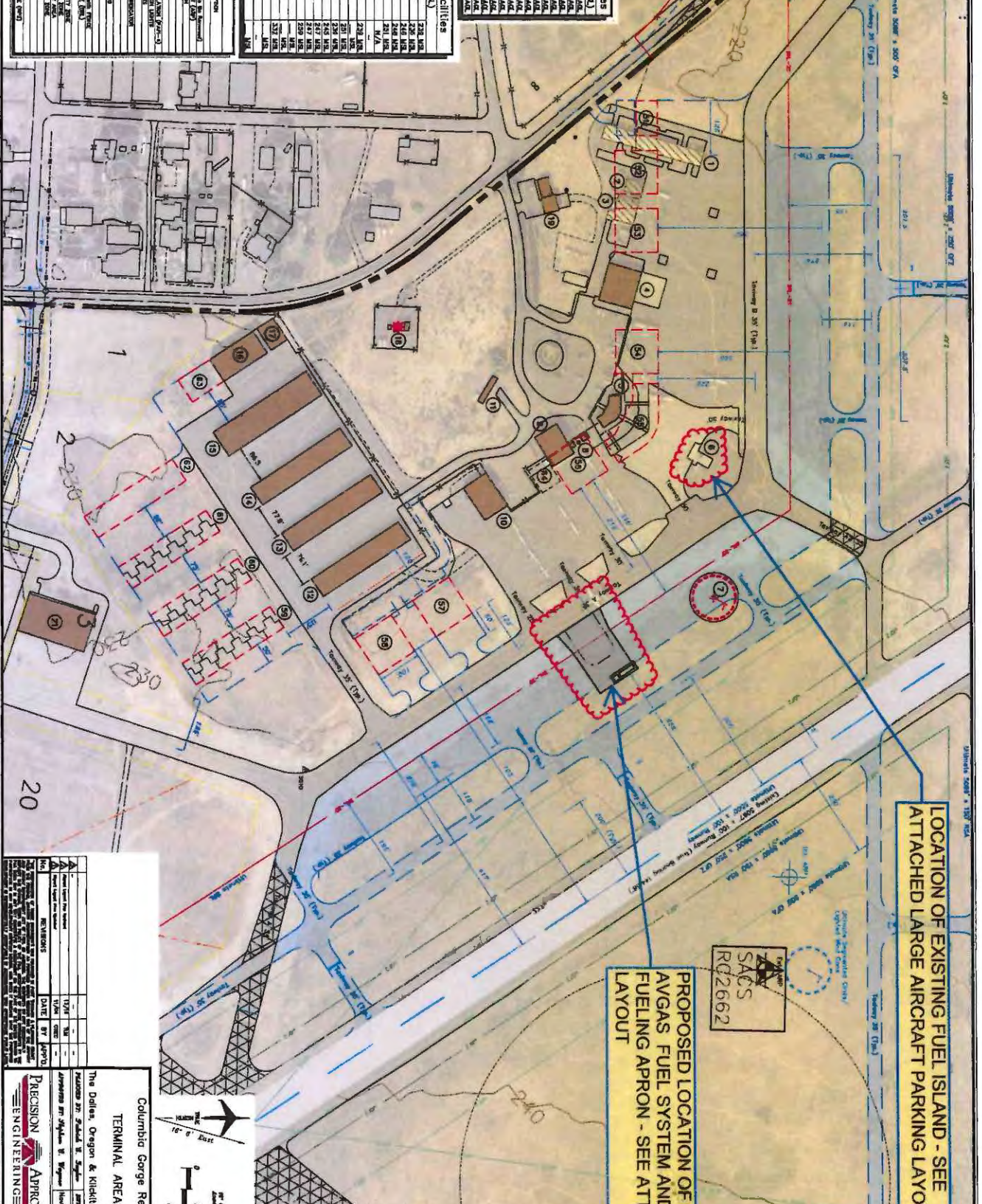
Rank	Project
9th	Fuel Island Realignment
14th	Modern Aesthetically Pleasing Facilities
3rd	Grounds Maintenance
20th	NE Corner Development
17th	Increased Use of Closed Runway (Heliport, Taxilane, etc.)
6th	Fire Base Operations
10th	Master Plan Update (2025)
12th	Topographic Map with Utility Locations
Done	Development Proposal Criteria and Guidelines
21st	Well Development as Revenue Stream
1st	T-Hangar Development
7th	Lease Terms (Standards, Flexibility)
4th	Fencing
19th	Office Space (temp)
2nd	Equipment (update)
8th	Water System at Terminal Location
13th	Develop conceptual building development map
18th	Onsite residence
17th	Jet Center concepts and drawings
16th	Elected Owners Educations
16th	Runway Lighting Upgrades
5th	Funding Sources Expansion List
11th	Management Relationship
22nd	Runway Extension (Webster Orchard Agreement)



Yellow are the top 5 items our airport board vision session identified.

Green are some of the projects that are in process at this time.





LOCATION OF EXISTING FUEL ISLAND - SEE ATTACHED LARGE AIRCRAFT PARKING LAYOUT

PROPOSED LOCATION OF AVGAS FUEL SYSTEM AND FUELING APRON - SEE ATTACHED LAYOUT

SACS
RC2662

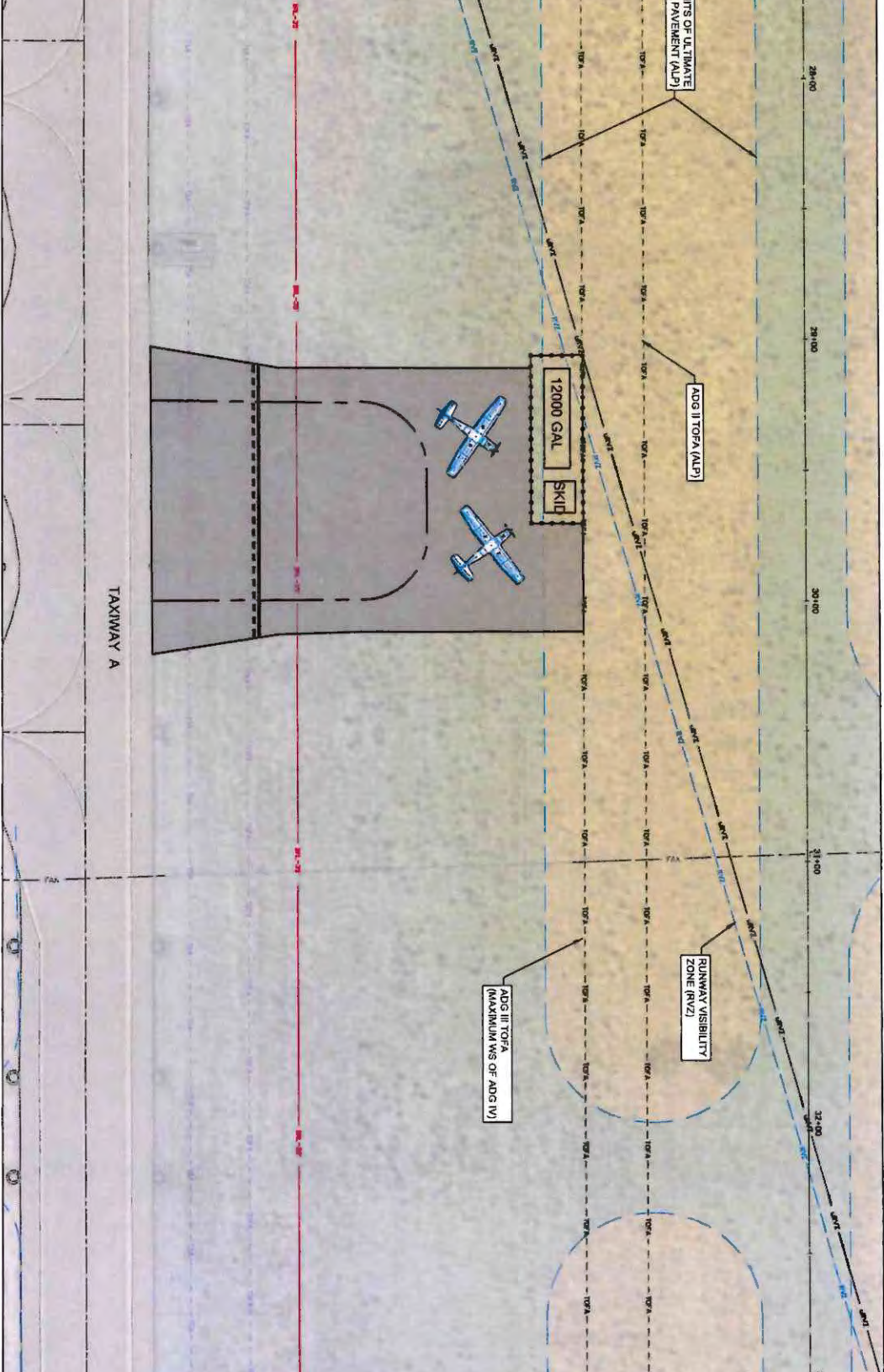
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Columbia Gorge Regional Airport
TERMINAL AREA

The Delta, Oregon & Klamath
Precision Air Systems & Equipment

PRECISION AIR APPROPRIATE ENGINEERING

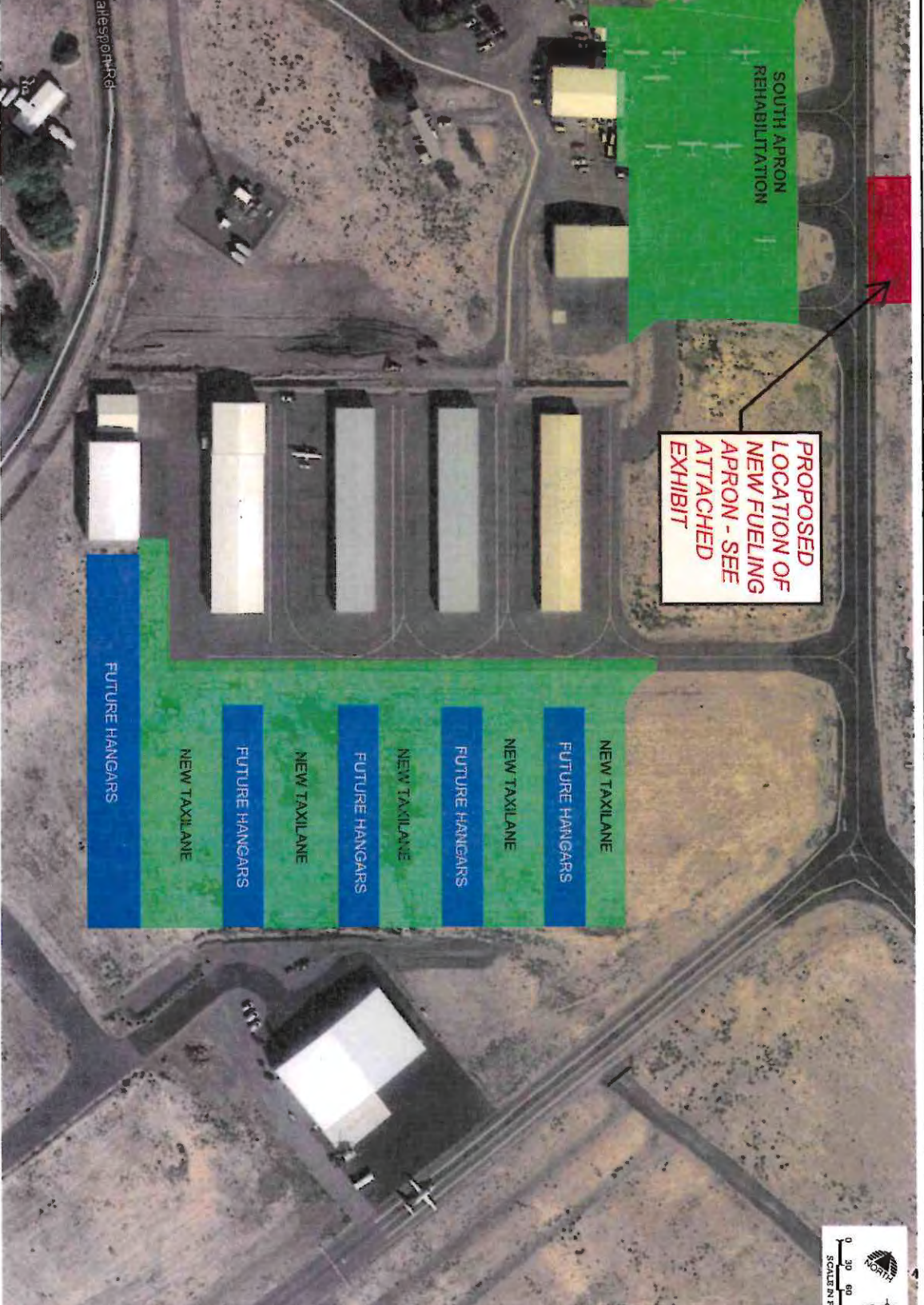
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REVIEW SET
 NOT FOR CONSTRUCTION
 7/19/2022

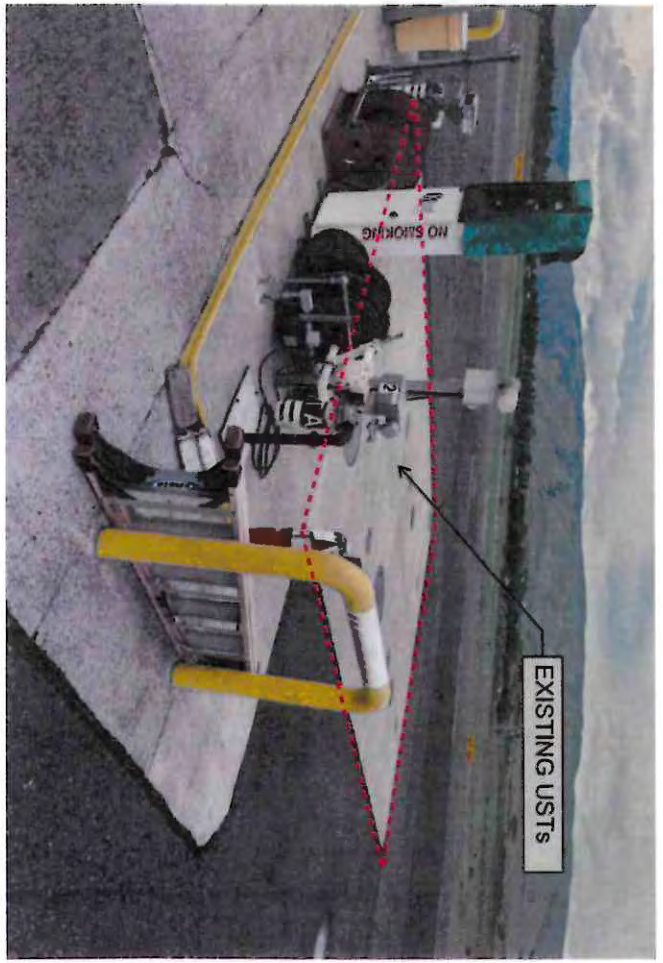
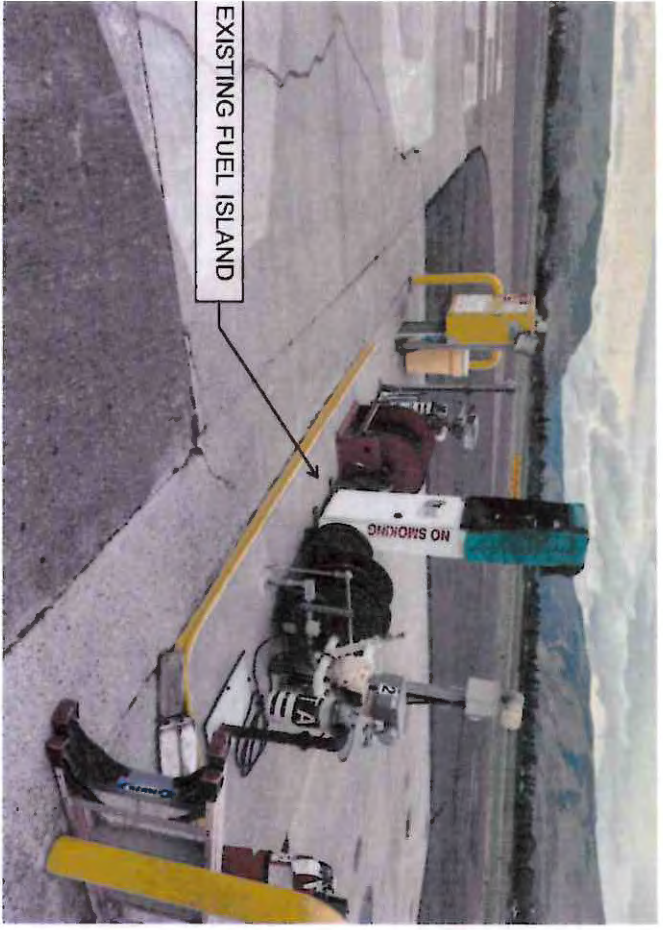
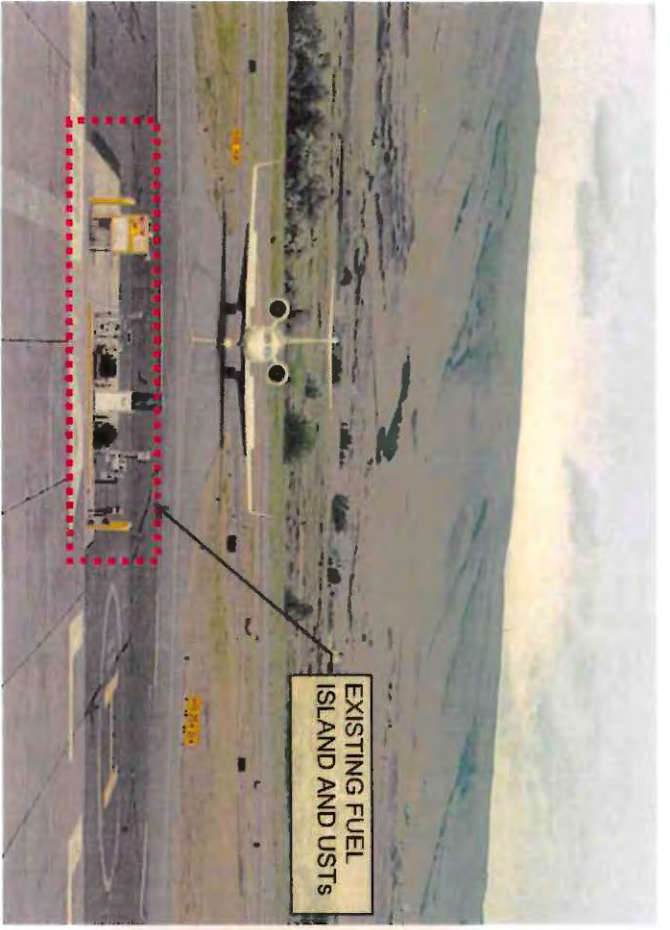


COLUMBIA GORGE REGION
 THE DALLES - APRON REH
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 PROPOSED LA



Precision Approach
ENGINEERING
3122 Southview Road, Suite 100
Mesa, AZ 85204
480-944-4843

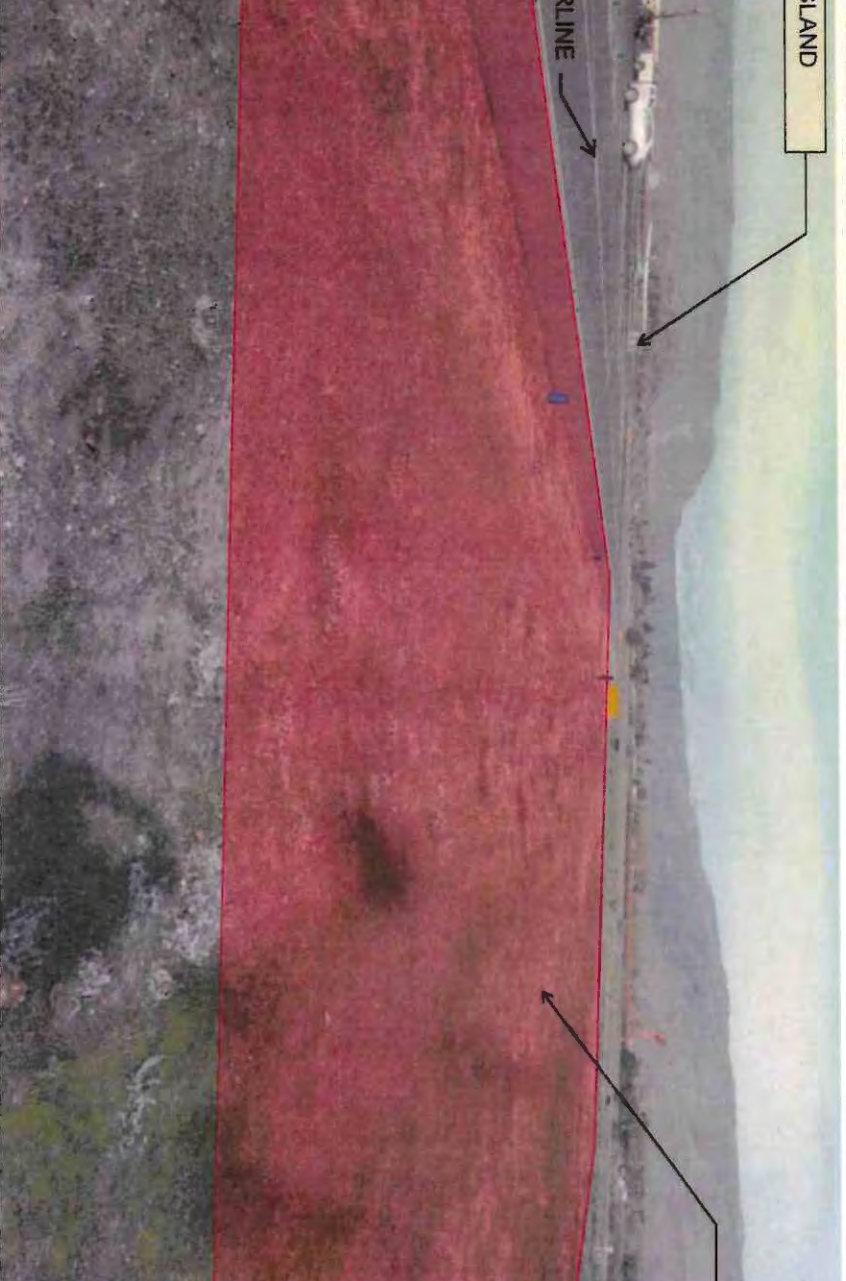
COLUMBIA GORGE DEB
THE DALLES MUNICIPAL
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Exhibit 1



DLS - EXISTING FUEL ISLAND



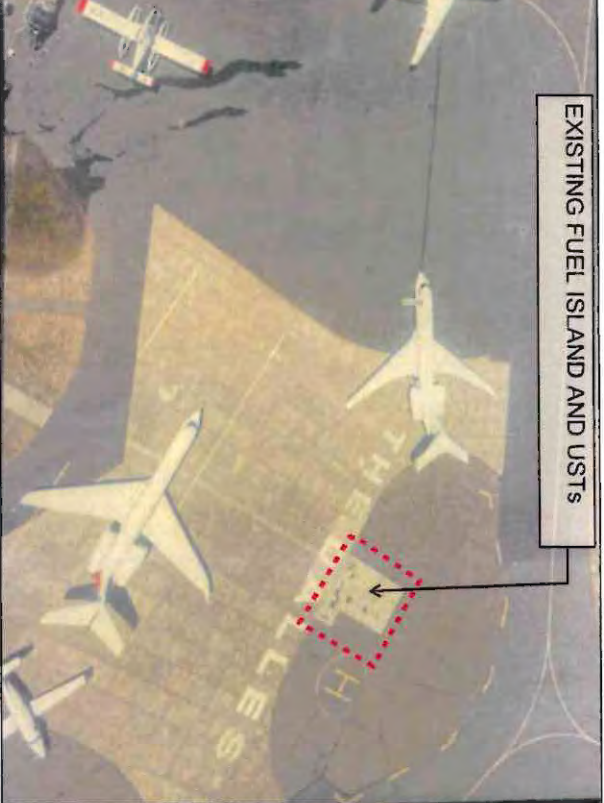
DLS - EXISTING FUEL ISLAND



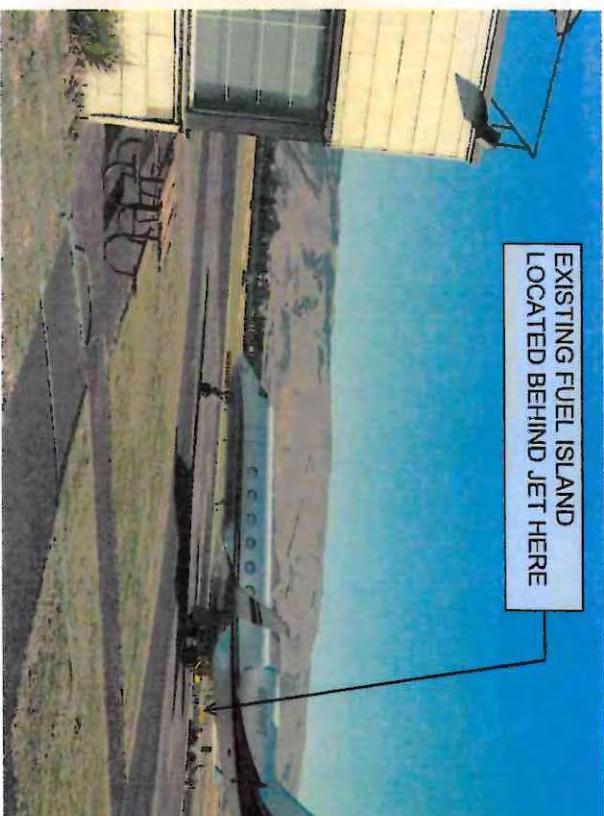
PROPOSED LOCATION OF ... SYSTEM AND FUELING APP ... PREVIOUSLY DISTURBED ... MULTIPLE AIRPORT IMPRO ... PROJECTS. TW SHOULDER GRADING, ELECTRICAL IMPR ... DRAINAGE IMPROVEMENT

LANDLINE

EXISTING FUEL ISLAND
LOCATED BEHIND JET HERE

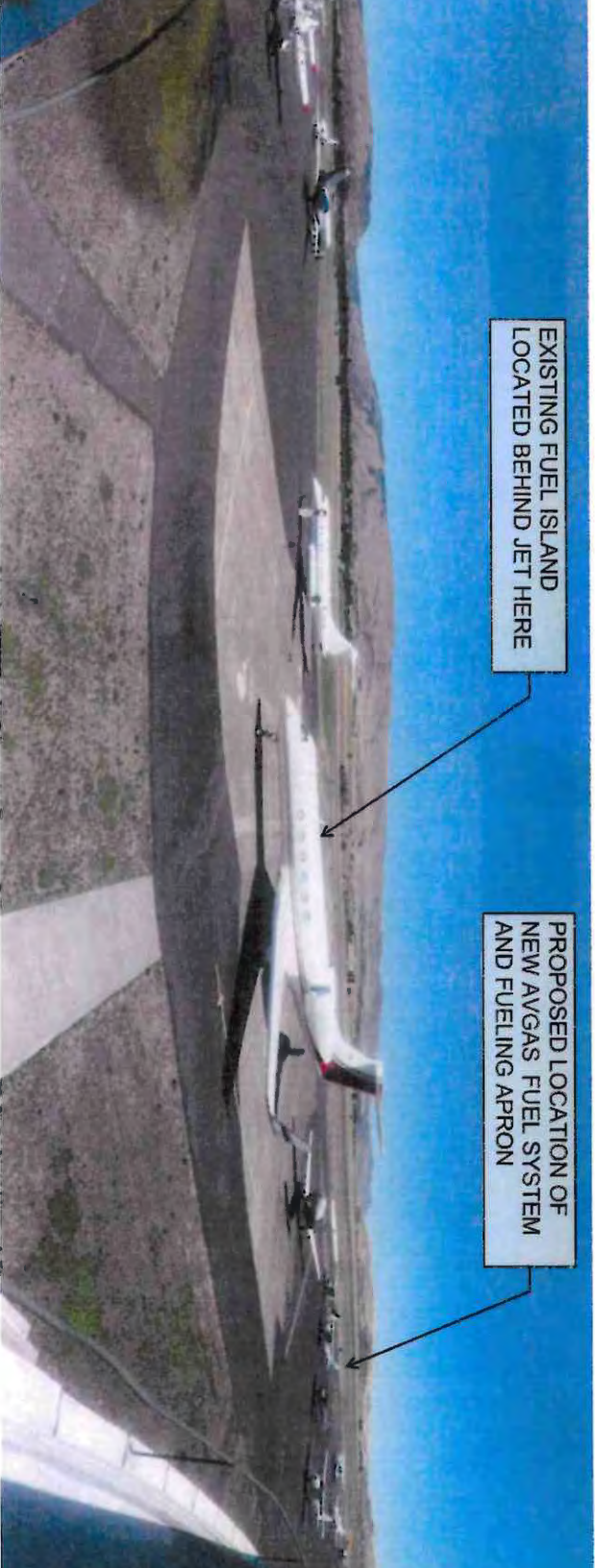


EXISTING FUEL ISLAND AND USTS



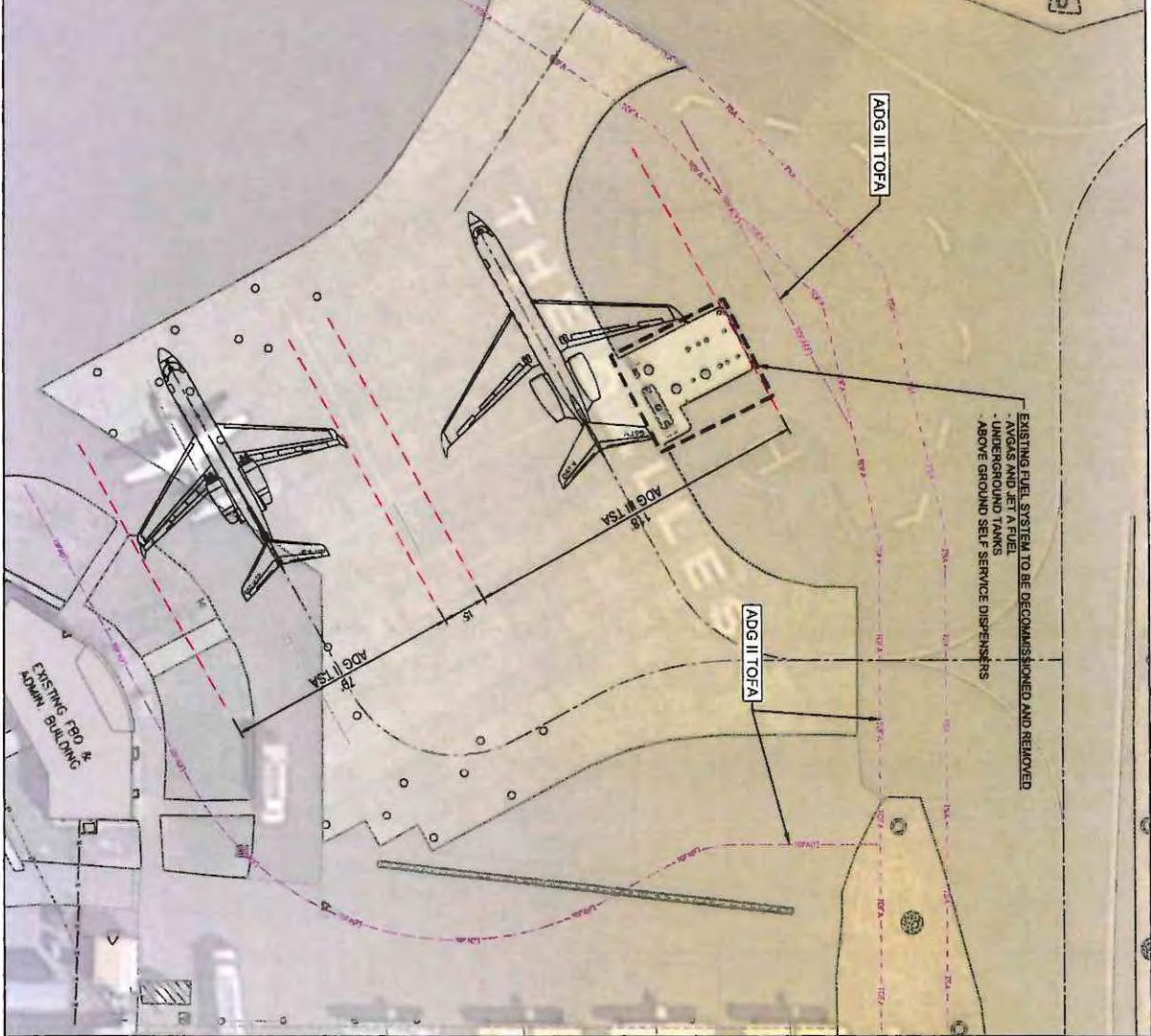
EXISTING FUEL ISLAND
LOCATED BEHIND JET HERE

DLS - EXISTING FUEL ISLAND



EXISTING FUEL ISLAND
LOCATED BEHIND JET HERE

PROPOSED LOCATION OF
NEW AVGAS FUEL SYSTEM
AND FUELING APRON



**REVIEW SET
NOT FOR CONSTRUCTION
7/19/2022**

COLUMBIA GORGE REGIONAL
THE DALLES - APRON REVISION
**FUTURE APRON PART
FOR LARGER JET**



Columbia Gorge/The Dalles Airport (DLS)

FAA 2023 - 2028 CIP Update/Summary

August 2022

FAA FY YEAR	PROJECT	NPE Available from 2022				Planning Level Project Cost Opinion *	FAA Funding		
		NPE Available (\$150K/yr)	NPE Carryover to following year	BILL Available (\$159K/yr)	BIL Rollover to following year		NPE Spent	BIL SPENT	ST
		\$ 202,500							
2023	South Apron Rehab and New Taxiilane- Phase II: CONSTRUCTION	\$ 352,500	\$ -	\$ -	\$ -	\$ 3,165,000	\$ 352,500	\$ -	\$ -
	New Fuel Apron: DESIGN and CONSTRUCTION	\$ -	\$ -	\$ 318,000	\$ -	\$ 350,000	\$ -	\$ 318,000	\$ -
2024	AIP Carryover/BIL Rollover	\$ 150,000	\$ 150,000	\$ 159,000	\$ 159,000	\$ -	\$ -	\$ -	\$ -
2025	Masterplan Update	\$ 300,000	\$ -	\$ 318,000	\$ 318,000	\$ 440,000	\$ 300,000	\$ -	\$ 100,000
	AIP Carryover	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2026	New T-Hangar Construction - DESIGN and CONSTRUCTION	\$ -	\$ -	\$ 477,000	\$ -	\$ 700,000	\$ -	\$ 477,000	\$ -
2027	New Airport Fencing: Phase I - DESIGN	\$ 300,000	\$ 150,000			\$ 165,000	\$ 150,000		\$ -
2028	New Airport Fencing: Phase II - CONSTRUCTION	\$ 300,000	\$ -			\$ 1,650,000	\$ 300,000		\$ -
2023-2028 Totals		\$ 1,102,500		\$ 795,000		\$ 6,470,000	\$ 1,102,500	\$ 795,000	\$ 1,300,000
Available NPE in 2029		\$ 150,000							

Funding Needed is based on planning level estimates, actual costs/expenses will be determined at time of project scoping

Columbia Gorge/The Dalles Airport (DLS)

2022 FAA 5yr CIP Letter for 2023-2027 - Projects/Funding currently programmed with FAA



Federal Aviation Administration

Memorandum

Date: 1/6/2022

To: Columbia Gorge Regional/ The Dalles Municipal Airport

From: Ben Mello

Subject: 2023-2027 CIP

The development of a solid Capital Improvement Plan (CIP) is important to identify the highest priority work within the anticipated funds that would most effectively improve the statewide airport system from a safety and preservation perspective. The table below represents the projects that we intend to move forward with at this time; however as in any given year, projects are dependent on the availability of funding. Any changes to the agreed upon project list needs to be coordinated on your next SCIP and may affect funding and year.

For reference non primary entitlements balance prior to any FY2022 funding actions are listed below.

(2019 Expiring)	FY 2019	\$0
	FY 2020	\$0
	FY 2021	\$52,500
	FY 2022	\$150,000
	TOTAL	\$152,500

Columbia Gorge Regional/ The Dalles Municipal Airport
5-YEAR PROJECTS & PLANNED FUNDING

Year	Project Name	NPE*	ST/DI	Total
2023	South Apron Rehab & Construct Taxiilanes Phase II - Construction	\$300,000	\$0/\$2,500,000	\$2,800,000
2024	Carry Over	\$0	\$0/\$0	\$0
2025	Master Plan Update	\$300,000	\$0/\$0	\$300,000
2026	Carry Over	\$0	\$0/\$0	\$0
2027	Carry Over	\$0	\$0/\$0	\$0

Projects originally planned for FY2022 that have been postponed are not addressed in this memo. If you plan to move a FY2022 project into FY2023 for a grant, please talk to your project manager.
*Non-primary entitlement funds are specifically for general aviation airports that show needed airfield development listed in the latest published National Plan of Integrated Airport Systems (NPIAS). Non-primary entitlement funds are calculated

City Council Goal Setting Nov.29,2022



Private

Board



Council Priorities

Capacity Review



Alleviation



Appropriate timing

LAW & ORDER



Accountability - community

HIGH SCHOOL



Encourage D21 to refurbish current site



Goals



Review Allocation



BEAUTIFICATION



Trash clean up



ECONOMIC DEVELOPMENT



Park/Outdoor Spaces



Broken sidewalks



Dogs



Trash

Staff Priorities



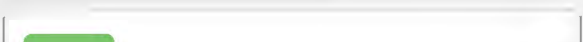
CITY CLERK



Dock/Park Fee Updates



City Hall 2nd Floor Remodel



Standardize work flow for agendas



FINANCE



Cross Training Staff



Financial Forecasting Program



COMMUNITY DEVELOPMENT
DEPARTMENT



Westside Area Plan



FEMA Floorplain Map Updates



Tony's Building



1st Street Project



Code Amendments



Ottocast Walking App



Navigation Center



New Data Center

Chenowith Loop Road-Multi-Family

Recreation Building

POLICE DEPARTMENT

Complete Accreditation

Continue Updating Equipment

Reduce Shared Equipment

PUBLIC WORKS

Complete current projects-Dog River

SCADA Equipment Upgrade

Wastewater Treatment Plant Upgrade

Sidewalk/ADC upgrades

INFORMATION TECHNOLOGY

Succession Planning

Continue Cyber Security Upgrades

HUMAN RESOURCES

Hire, train, transition skilled work force

Fund supervisor/manager training

LIBRARY

HVAC Replacement

Finish updating logo/website design

AIRPORT

30 T-Hanger Units (3 Buildings)

Terminal Building/Corporate Hanger

Upgrade grounds keeping equipment

Water System for Terminal Area

Diversity, Equity, and Inclusion

Sports Complex

Critical Projects

HOUSELESSNESS



Active participation in strategic planning with MCCAC

Housing

SPECTRUM FRANCHISE AGREEMENT



911 modernization


GOOGLE FUNDS



Allocation

Promote retail business coming to/staying in TD

CODES ENFORCEMENT




Staffing

Construct a sidewalk on E 12th St., eastward from Thompson St.

Significant Projects


DOWNTOWN ODOR



QLIFE CITY DOWNTOWN WIFI



TRT FUNDS



Desirable Projects


**STREET SPENDING
PHILOSOPHY/POLICIES**



DOWNTOWN PARKING



GITCHELL BUILDING



Shopping Cart theft

Tree Plan


CLIMATE RESILIENCY



Formal 5-10 year plan

Parking Lot

Mental Health



Centralized Camera System

Mill Creek Trail

1st Street Plaza Project



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #10A

MEETING DATE: December 12, 2022

TO: Honorable Mayor and City Council

FROM: City Manager Matthew Klebes

ISSUE: The Dalles Disposal Rate Increase 2022

BACKGROUND: The Dalles Disposal Service submitted a request dated November 3, 2022 and provided a presentation to the City Council at the November 14, 2022 meeting for a rate increase averaging approximately 7.37% due to increased operational costs and disposal fees, and for an adjustment to the company's rate schedule as a result of anticipated increases by the Wasco County Landfill for both its gate rate and the pass through Household Hazardous Waste Tax.

In addition to this information, staff met with representatives from The Dalles Disposal to review and discuss submitted information, financials, rate tables, and market dynamics related to this request.

Service types and structure differ from market to market but comparing the typical 32 gallon service the 2022 cost is: \$19.36 for The Dalles, \$19.58 for Cascade Locks, and \$22.48 for Hood River. The 7.37% rate increase is the same rate The Dalles Disposal is seeking from Hood River along with Wasco County. This rate received a positive recommendation by the Solid Waste Advisory Committee. Staff has been satisfied by the discussion and information provided by The Dalles Disposal in support of the requested rate increase.

The Dalles Disposal also conducts community service activities such as complimentary spring cleanup services as well as service to downtown trash cans. Finally, under Special Ordinance No. 13-557, which provided a ten (10) year extension to the franchise granted to The Dalles Disposal Services under Special Ordinance No. 93-412, expires April 5, 2023. Staff has reached out to representatives from The Dalles Disposal to begin work on renewing said franchise agreement.

BUDGET IMPLICATIONS: The City collects a 3% franchise fee calculated of the franchisee's gross revenue and as such the City could see an increase in this fee.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to adopt Resolution No. 22-039 A resolution approving a rate increase averaging approximately 7.37% resulting from increased operational and disposal fee costs incurred by The Dalles Disposal Service, effective January 1, 2023.*
2. Direct staff to amend Resolution No. 22-039 and adopt with a different rate increase

RESOLUTION NO. 22-039

**A RESOLUTION APPROVING A RATE INCREASE
AVERAGING APPROXIMATELY 7.37% RESULTING FROM
INCREASED OPERATIONAL AND DISPOSAL FEE COSTS INCURRED
BY THE DALLES DISPOSAL SERVICE, EFFECTIVE JANUARY 1, 2023**

WHEREAS, The Dalles Disposal Service, Inc. submitted a request dated November 3, 2022 for a rate increase averaging approximately 7.37% for increased operational costs and disposal fees, and for an adjustment to the company's rate schedule as a result of anticipated increases by the Wasco County Landfill for both its gate rate and the pass through Household Hazardous Waste Tax; and

WHEREAS, Title 4 Chapter 4.04.110 of The Dalles Municipal Code provides that the City Council shall review all requests for a rate increase for companies providing solid waste collection services to determine whether the proposed rates are just and reasonable and adequate to provide necessary collection services; and

WHEREAS, pursuant to ORS 294.160, the City Council provided an opportunity at the November 14, 2022 Council meeting for public comment upon the proposed rate increase; and

WHEREAS, The Dalles Disposal Service submitted testimony that the company has incurred recent increased operational costs including costs for health care, fleet maintenance, fuel, and containers; and

WHEREAS, The Dalles Disposal Service, Inc. provided further testimony that their company uses the Consumer Price Index (CPI) for the Standard Metropolitan Statistical Area (West-C) to benchmark their operational costs. The most recent comparison for the period between July 1, 2021 to July 1, 2022 showed an increase of 8.67%, and this figure was a good reflection of the cost increases incurred by The Dalles Disposal Service, Inc.; and

WHEREAS, the City Council finds that approval of the requested rate increase for The Dalles Disposal Service, Inc. resulting from the increased costs of disposal of waste materials at the Wasco County Landfill and increased operational costs, is appropriate and necessary;

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

Section 1. Rate Increase Approved. The rate increase requested by The Dalles Disposal Service, Inc., resulting from increased costs for disposal of material at the Wasco County Landfill and increased operational costs, as set forth in the attached Exhibit "A", is hereby approved, and shall take effect on January 1, 2023.

Section 2. Effective Date. The effective date of this Resolution shall be January 1, 2023.

PASSED AND ADOPTED THIS 12TH DAY OF DECEMBER, 2022.

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

AND APPROVED BY THE MAYOR THIS 12TH DAY OF DECEMBER, 2022.

Richard A. Mays, Mayor

Attest:

Izetta Grossman, City Clerk, CMC



WASTE CONNECTIONS
Connect with the Future®

The Dalles City Hall
313 Court St
The Dalles, OR 97058

November 3, 2022

Attention:
Mayor Richard Mays
Council Members

Dear Mayor Mays and Council Members,

The Dalles Disposal would like to respectfully request a rate adjustment averaging approximately 7.37% to help offset rising operational costs and disposal fees. We request this adjustment to be effective January 1, 2023. Some examples of these increases include but are not limited to, health care cost, fleet maintenance, fuel and containers.

We use The Consumer Price Index (CPI) for the Standard Metropolitan Statistical Area (West-C) to benchmark our changes in operational costs. The most recent July to July comparison increased 8.67% and we believe this is a good indicator of our overall experience. The Wasco County Landfill will be increasing both its gate rate and the pass-through Household Hazardous Waste tax by 7.37% effective January 1, 2023. We have incorporated these increases into the attached proposed rate schedule.

We would like to be scheduled on the council agenda at your earliest convenience to discuss our proposal. We appreciate the continued opportunity to provide The Dalles with high quality solid waste services.

Sincerely,

Jim Winterbottom
District Manager

Enclosure: Proposed Rate Sheets



**Waste Connections of Oregon, Inc.
dba The Dalles Disposal
Proposed City of The Dalles Rates
Effective January 1, 2023**

SERVICE	CURRENT RATE	7.37%	7.37%	TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE		
RESIDENTIAL					
CANS/ROLLCARTS					
Weekly					
- (1) 20 gal can	\$13.41	\$0.15	\$0.84	\$0.99	\$14.40
- (1) 32 gal can	\$19.36	\$0.26	\$1.17	\$1.43	\$20.79
- 90 gal rollcart	\$28.51	\$0.67	\$1.44	\$2.11	\$30.62
- 105 gal cart (Phase Out)	\$30.71	\$0.78	\$1.48	\$2.26	\$32.97
- each add'l can	\$19.36	\$0.26	\$1.17	\$1.43	\$20.79
EOW					
- (1) 32 gal can	\$15.78	\$0.15	\$1.01	\$1.16	\$16.94
Call In					
- (1) 32 gal can	\$13.74	\$0.07	\$0.94	\$1.01	\$14.75
- 90 gal rollcart	\$20.63	\$0.19	\$1.33	\$1.52	\$22.15
YARD DEBRIS					
* 12 month min sign-up period					
* \$18 restart fee if service cancelled and restarted within year					
* 60 gal yard debris cart					
Weekly	\$9.35	\$0.44	\$0.25	\$0.69	\$10.04
EOW	\$6.43	\$0.26	\$0.21	\$0.47	\$6.90
SPECIAL CHARGES					
* The following additional charges are assessed to customers whose cans, rollcarts or containers pose a potential safety risk to our employees due to the difficult and unsafe location of their service containers.					
Additional Charge:					
- Sunken Can	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
- Excess distance	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
- Steps/stairs	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
- Through gate	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
- extra can/bag/box	\$7.61	\$0.03	\$0.53	\$0.56	\$8.17
- loose yardage per yd	\$32.56	\$0.51	\$1.89	\$2.40	\$34.96
(over-the-top extra around conts-cans-rollcarts or on the ground)					
- bulk items (*Bring to transfer station)					
- return trip can	\$8.42	\$0.03	\$0.59	\$0.62	\$9.04
- return trip rollcart	\$11.17	\$0.08	\$0.75	\$0.83	\$12.00
- rollcart redelivery	\$11.59	\$0.00	\$0.85	\$0.85	\$12.44
- Off day PU	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
- Delinquent fee	\$14.55	\$0.00	\$1.07	\$1.07	\$15.62
(Acct delinquent after 30 days from billing)					
- NSF/unhonored check fee	\$34.39	\$0.00	\$2.54	\$2.54	\$36.93
- New Acct set up fee	\$6.63	\$0.00	\$0.49	\$0.49	\$7.12
- Change in service (name/address/service)	\$6.63	\$0.00	\$0.49	\$0.49	\$7.12

**Waste Connections of Oregon, Inc.
dba The Dalles Disposal
Proposed City of The Dalles Rates
Effective January 1, 2023**

SERVICE	CURRENT RATE	7.37%	7.37%	TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE		
COMMERCIAL					
CANS/ROLLCARTS					
Weekly					
- (1) 32 gal can	\$23.13	\$0.26	\$1.45	\$1.71	\$24.84
- 90 gal rollcart	\$35.01	\$0.67	\$1.92	\$2.59	\$37.60
- 105 gal cart (Phase Out)	\$35.74	\$0.78	\$1.85	\$2.63	\$38.37
- each add'l can	\$23.13	\$0.26	\$1.45	\$1.71	\$24.84
EOW					
- (1) 32 gal can	\$19.28	\$0.15	\$1.27	\$1.42	\$20.70
Call In					
- (1) 32 gal can	\$15.14	\$0.07	\$1.04	\$1.11	\$16.25
- 90 gal rollcart	\$22.79	\$0.19	\$1.49	\$1.68	\$24.47
SPECIAL CHARGES					
* The following additional charges are assessed to customers whose cans, rollcarts or containers pose a potential safety risk to our employees due to the difficult and unsafe location of their service containers.					
Additional Charge (Cans):					
- Sunken Can	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
- Excess distance	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
- Steps/stairs	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
- Through gate	\$8.29	\$0.00	\$0.61	\$0.61	\$8.90
-extra can/bag/box	\$7.61	\$0.03	\$0.53	\$0.56	\$8.17
- loose yardage per yd	\$32.56	\$0.51	\$1.89	\$2.40	\$34.96
(*extra garbage onto or around cans and rollcarts which must be manually handled & placed in truck)					
- bulk items (*Bring to transfer station)					
- return trip can	\$8.42	\$0.03	\$0.59	\$0.62	\$9.04
- return trip rollcart	\$11.23	\$0.08	\$0.75	\$0.83	\$12.06
- rollcart redelivery	\$11.59	\$0.00	\$0.85	\$0.85	\$12.44
- Off day PU	\$8.42	\$0.00	\$0.62	\$0.62	\$9.04
- Delinquent fee	\$14.55	\$0.00	\$1.07	\$1.07	\$15.62
(Acct delinquent after 30 days from billing)					
- NSF/unhonored check fee	\$34.39	\$0.00	\$2.54	\$2.54	\$36.93
- New Acct set up fee	\$6.63	\$0.00	\$0.49	\$0.49	\$7.12
- Change in service (name/address/service)	\$6.63	\$0.00	\$0.49	\$0.49	\$7.12
CONTAINERS					
1 1/2 Yd Containers					
- Call In	\$35.28	\$0.42	\$2.18	\$2.60	\$37.88
- EOW	\$51.75	\$0.90	\$2.91	\$3.81	\$55.56
- 1XPW	\$103.59	\$1.80	\$5.83	\$7.63	\$111.22
- Additional day rate = # days x 1 x wk rate					

Waste Connections of Oregon, Inc.
dba The Dalles Disposal
Proposed City of The Dalles Rates
Effective January 1, 2023

SERVICE	CURRENT RATE	7.37%	7.37%	TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE		
2 Yd Containers					
- Call In	\$49.66	\$0.55	\$3.11	\$3.66	\$53.32
- EOW	\$69.22	\$1.20	\$3.90	\$5.10	\$74.32
- 1XPW	\$138.40	\$2.40	\$7.80	\$10.20	\$148.60
- Additional day rate = # days x 1 x wk rate					
3 Yd Containers					
- Call In	\$70.58	\$0.83	\$4.37	\$5.20	\$75.78
- EOW	\$103.53	\$1.80	\$5.83	\$7.63	\$111.16
- 1XPW	\$207.19	\$3.60	\$11.67	\$15.27	\$222.46
- Additional day rate = # days x 1 x wk rate					
SPECIAL CHARGES					
- Delivery	\$37.45	\$0.00	\$2.76	\$2.76	\$40.21
- Rent	\$36.52	\$0.00	\$2.69	\$2.69	\$39.21
- Rent-a-bin	\$82.18	\$0.00	\$6.06	\$6.06	\$88.24
- Loose yardage	\$32.56	\$0.51	\$1.89	\$2.40	\$34.96
Containers with difficult access (per cont chg)					
- Not on solid surface	\$9.17	\$0.00	\$0.68	\$0.68	\$9.85
- Stuck in the mud	\$9.17	\$0.00	\$0.68	\$0.68	\$9.85
- Lodged in loose gravel	\$9.17	\$0.00	\$0.68	\$0.68	\$9.85
- Overweight	\$9.17	\$0.00	\$0.68	\$0.68	\$9.85
- Excess distance	\$9.17	\$0.00	\$0.68	\$0.68	\$9.85
- Rolloff curb	\$9.17	\$0.00	\$0.68	\$0.68	\$9.85
COMPACTORS					
* 50,000 max gross weight					
- Per compacted yard	\$36.40	\$1.40	\$1.28	\$2.68	\$39.08
- over 2 tons for 10 yds					
- over 4 tons for 20 yds					
- over 6 tons for 30 yds					
- over 50,000 GW x Fee (*Per each 2,000 lb excess)	\$405.57	\$0.00	\$29.91	\$29.91	\$435.48

Waste Connections of Oregon, Inc.
dba The Dalles Disposal
Proposed City of The Dalles Rates
Effective January 1, 2023

SERVICE	CURRENT RATE	7.37%	7.37%	TOTAL INCREASE	NEW RATE
		TOTAL LF INCREASE	BUSINESS INCREASE		
DROP BOXES					
- 10 yd min fee empty	\$225.79	\$5.10	\$11.54	\$16.64	\$242.43
- 15 yd min fee empty	\$347.74	\$7.65	\$17.98	\$25.63	\$373.37
- 20 yd min fee empty	\$451.59	\$10.20	\$23.08	\$33.28	\$484.87
- 30 yd min fee empty	\$677.40	\$15.30	\$34.62	\$49.92	\$727.32
- 40 yd min fee empty	\$903.19	\$20.41	\$46.16	\$66.57	\$969.76
- Delivery	\$77.98	\$0.00	\$5.75	\$5.75	\$83.73
- Demurrage per day after 5 days	\$16.61	\$0.00	\$1.22	\$1.22	\$17.83
- LS ydg	\$22.58	\$0.51	\$1.15	\$1.66	\$24.24
- over 2 tons for 10 yds					
- over 4 tons for 20 yds					
- over 6 tons for 30 yds					
- Overweight charge	\$48.74	\$0.00	\$3.59	\$3.59	\$52.33
- over 50,000 GW x Fee (*Per each 2,000 lb excess)	\$405.57	\$0.00	\$29.91	\$29.91	\$435.48
TRANSFER STATION					
Household Garbage					
* 1 can or 1 bag	\$8.43	\$0.07	\$0.55	\$0.62	\$9.05
- Per Yard (After Minimum)	\$15.81	\$0.51	\$0.65	\$1.16	\$16.97
- MINIMUM CHARGE (3 Yards)	\$31.63	\$1.53	\$0.80	\$2.33	\$33.96
* Compacted garbage (3yd)	\$96.76	\$4.21	\$2.92	\$7.13	\$103.89
* TS Scale fee	\$11.92	\$0.00	\$0.88	\$0.88	\$12.80
Bulk Items:					
- Mattress/box springs					
- Recliners/large chairs					
- Couches/furn/tv's (minimum fee plus)	\$9.98	\$0.15	\$0.59	\$0.74	\$10.72
Appliances:					
- each	\$13.34	\$0.45	\$0.54	\$0.99	\$14.33
- Refrigerators	\$37.10	\$0.36	\$2.38	\$2.74	\$39.84
- Tires (each)	\$14.94	\$0.00	\$1.10	\$1.10	\$16.04
- Tires with rims to 16" (each)	\$29.87	\$0.00	\$2.20	\$2.20	\$32.07
Brush and Wood:					
(Must be clean/no garbage/ for recycling)					
- Per Yard (After Minimum)	\$7.80	\$0.27	\$0.31	\$0.58	\$8.38
- MINIMUM CHARGE (3 Yards)	\$23.40			\$1.74	\$25.14

Yardage calculation: multiply width x length x height divide by 27 = total yards



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #10B

MEETING DATE: December 12, 2022

TO: Honorable Mayor and City Council

FROM: Angie Wilson, Finance Director

ISSUE: Resolution No. 22-040 Authorizing Transfers of Budgeted Amounts in the IT Department of The General Fund of the City Of The Dalles Adopted Budget, Making Appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2023

RELATED COUNCIL GOAL: Balanced Budget

BACKGROUND: Oregon Budget Law recognizes that after the beginning of the fiscal year, changes in appropriations in the budget sometimes become necessary and so allows for those changes via supplemental budgets and budget amendments. Supplemental budgets add funds to existing budgets, while budget amendments move already budgeted funds between categories of the same fund without adding to the fund's total budget.

The proposed resolution contain the following items:

Resolution No. 22-040 transfers \$50,355 from the Contingency line item of the General Fund to cover the following items:

Staff is requesting that \$20,355 be transferred to the IT Department to allow for the purchase of a new and more robust IT cyber security policy that will better protect the City. Staff is also requesting that \$30,000 be transferred to the IT Department to allocate more resources to be available to execute potential upcoming IT changes and developments.

BUDGET IMPLICATIONS: Resolution No. 22-040 transfers currently budgeted amounts, and does not have any impact on the total budget of the General Fund.

COUNCIL ALTERNATIVES:

1. Staff recommendation: ***Move to adopt Resolution No. 22-040 Authorizing Transfers of Budgeted Amounts in the IT Department of The General Fund of the City of The Dalles Budget, Making Appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2023.***
2. Direct staff to make changes to the proposed resolutions and bring the resolutions back to a future Council meeting for consideration.
3. Decline to take action.

RESOLUTION NO. 22-040

A RESOLUTION AUTHORIZING TRANSFERS OF BUDGETED AMOUNTS IN THE IT DEPARTMENT OF THE GENERAL FUND OF THE CITY OF THE DALLES ADOPTED BUDGET, MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2023.

WHEREAS, during the budget year certain funds may experience expenditures above approved category limits; and

WHEREAS, Oregon Budget Law recognizes these events and allows for transferring of funds between approved category limits within and between funds; and

WHEREAS, \$50,355 is needed from the General Fund Contingency to compensate the IT Department. Staff is requesting that \$20,355 be transferred to the IT Department to allow for the purchase of a new and more robust IT cyber security policy that will better protect the City. Staff is also requesting that \$30,000 be transferred to the IT Department to allocate more resources to be available to execute potential upcoming IT changes and developments.

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

Section 1. Authorizing Budget Transfers. The City Council hereby authorizes the following transfers of funds between budgeted categories and funds:

<u>FUND OR DEPT.</u>	<u>BUDGETED</u>	<u>RESOURCES NEEDED</u>	<u>REALLOCATED</u>
<u>GENERAL FUND (001)</u>			
from General Fund Contingency	\$ 553,874	\$ 503,519	- \$50,355
to IT Department	\$ 395,939	\$ 446,294	+ \$50,355

Section 2. Effective Date. This Resolution shall become effective upon adoption by the City Council and shall remain in effect until receipt and acceptance of the FY22/23 audit report.

PASSED AND ADOPTED THIS 12th DAY OF DECEMBER, 2022.

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

AND APPROVED BY THE MAYOR THIS 12th DAY OF DECEMBER, 2022.

SIGNED:

ATTEST:

 Richard A. Mays, Mayor

 Izetta Grossman, CMC, City Clerk



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item # 10C

MEETING DATE: December 12, 2022

TO: Honorable Mayor and City Council

FROM: Jonathan Kara, City Attorney

ISSUE: Adopting Resolution No. 22-037, a resolution assessing the real properties located at 475 Knoll Drive, 1612 East 13th Place, and 750 Hostetler Street for the costs of nuisance abatement

BACKGROUND:

1. 475 Knoll Drive – Steve & Angie Fu Noxious Vegetation

On August 5, 2022, the City's Code Enforcement Officer (**CE Officer**) posted a Notice to Abate Nuisance to the property addressed 475 Knoll Drive (Assessor's Map No. 1N 13E 2 BD, Tax Lot 1500) and owned by Steve & Angie Fu. The Notice to Abate Nuisance required the removal of noxious vegetation and, if not so removed, the City would hire a contractor to abate the nuisance condition and the costs of the abatement would be charged to the property owners as a lien upon the property. The owners failed to abate the nuisance condition by the deadline and the City hired a contractor to abate the nuisance on September 19, 2022, at the direct cost to the City of **\$1,200.00**.

Noxious vegetation abatement is regulated by TDMC Chapter 5.24. Pursuant to TDMC 5.24.070(A), the City Clerk sent a Notice of Assessment by certified mail to Steve & Angie Fu advising them the total cost of the abatement was \$1,200.00 and it would become a lien against upon the property if the amount was not paid by November 17, 2022, or the assessment was not protested in writing by November 7, 2022.

The owners contacted the City Clerk by telephone on November 16, 2022 (9 days after the protest deadline) to protest the abatement assessment. The City Clerk correctly advised them they failed to meet the protest deadline and encouraged them to appear at this meeting to explain their position before Council pursuant to TDMC 5.24.070(B).

As of November 30, 2022, the owners have not repaid the City for its \$1,200.00 abatement costs.

The CE Officer has additional information available for Council's review on this point if necessary: ultimately, though, the City has already paid its contractor **\$1,200.00** for the abatement, so it seems appropriate the City should be made whole for its actual and reasonable costs since it acted pursuant to its authority under the Code.

**2. 1612 East 13th Place – Karren Hanson
Noxious Vegetation and Junk**

On August 19, 2022, the CE Officer posted a Notice to Abate Nuisance to the property addressed 1612 East 13th Place (Assessor's Map No. 1N 13E 2 CC, Tax Lot 13300) and owned by Karren Hanson. The Notice to Abate Nuisance required the removal of noxious vegetation and junk and, if not so removed, the City would hire a contractor to abate the nuisance condition and the costs of the abatement (plus the required **\$500.00** administrative fee mandated by TDMC 5.04.160) would be charged to the property owner as a lien against the property. The owner failed to abate the nuisance condition by the deadline and the City hired a contractor to abate the nuisance on September 14, 2022, at the direct cost to the City of **\$975.00**.

Note: the \$500.00 administrative fee for junk abatements is mandated by the Code as an attempt to make the City whole for the additional Staff time and efforts required to bring the assessment and would not have been charged unless the owner failed to abate the nuisance themselves. This fee accounts for CE Officer, City Clerk, and City Attorney attention to this matter from the date it arises to its final disposition.

Pursuant to TDMC 5.24.070(A), the City Clerk sent a Notice of Assessment by certified mail to Karren Hanson advising them the total cost of the abatement was \$1,475.00 (\$975.00 in actual abatement costs plus the mandatory \$500.00 administrative fee for junk abatements) and it would become a lien upon the property if the amount was not paid by October 25, 2022, or the assessment was not protested in writing by October 15, 2022.

As of November 30, 2022, the owner has not contacted the City or repaid the City for its \$975.00 abatement costs and for its \$500.00 administrative costs.

**3. 750 Hostetler Street – George Rathwick
Noxious Vegetation and Junk**

On August 19, 2022, the CE Officer posted a Notice to Abate Nuisance to the property addressed 750 Hostetler Street (Assessor's Map No. 2N 13E 29 DD, Tax Lot 3300) and owned by George Rathwick. The Notice to Abate Nuisance required the removal of noxious vegetation and junk and, if not so removed, the City would hire a contractor to abate the nuisance condition and the costs of the abatement (plus the required **\$500.00** administrative fee mandated by TDMC 5.04.160) would be charged to the property owner as a lien against the property. The owner failed to abate the nuisance condition by the deadline and the City hired a contractor to abate the nuisance on September 14, 2022, at the direct cost to the City of **\$480.00**.

Pursuant to TDMC 5.24.070(A), the City Clerk sent a Notice of Assessment by certified mail to George Rathwick advising them the total cost of the abatement was \$980.00 (\$480.00 in actual abatement costs plus the mandatory \$500.00 administrative fee for junk abatements) and it would become a lien upon the property if the amount was not paid by November 17, 2022, or the assessment was not protested in writing by November 7, 2022.

As of November 30, 2022, the owner has not contacted the City or repaid the City for its \$480.00 abatement costs and for its \$500.00 administrative costs. For Council's information, according to Wasco County Tax & Assessment Records, this property has been delinquent on its property tax dues since 2017 and Wasco County initiated delinquency proceedings on June 16, 2022.

BUDGET IMPLICATIONS: If Council assesses the City's total abatement costs for these properties, it would make the City whole for its expenses in the amount of **\$2,655.00**. If Council assesses the City's total abatement costs for these properties *plus* the TDMC Chapter 5.04 mandated \$500.00 administrative fee for the junk abatements, the total assessed value would be **\$3,655.00**.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to adopt Resolution No. 22-037, a resolution assessing the real properties located at 475 Knoll Drive, 1612 East 13th Place, and 750 Hostetler Street for the costs of nuisance abatement, as presented.*
2. Move to adopt a modified Resolution No. 22-037 based on objections heard by Council during this Action Item's presentation, and provide Staff with the modifications.
3. Decline formal action and provide Staff additional direction.

Izetta F. Grossman

From: Steve F <FUXINYU@msn.com>
Sent: Wednesday, November 16, 2022 4:38 PM
To: Izetta F. Grossman
Subject: Objection to Assessment

WARNING: Email from external source. Links and attachments could pose security risks.
Investigate sender and think before you click.

Dear Ms. Grossman,

It was nice to speak with you on the phone and thank you for your explanation of the letter of assessment.

As I have explained to you that I did not receive this letter until today because it was sent to my Lake Oswego Address, and I spent most of my time in the Gorge. Additionally, this letter was registered mail, so I have to go to the post office to pick up (I work long hours in hospital and usually do not come home until late at night so was no able to come to post office until today 11/16/22)

As I told you in our phone conversation, I did several rounds of cleaning around my property throughout the summer, each time according to the instructions and pictures sent to me from Code Enforcement Officer Nikki Lesich. When they posted a notice on my property, I did another round of cleaning according to the last letter of instruction given to me. I did not receive any further information until this assessment.

I would like to object to this assessment, for lack of clean communication and instruction prior to the clean-up sent by the city and assessment. I am a local physician who always abide the law and codes, try to do the best I can to maintain my property despite my busy schedule. I kindly as you to reconsider and remove this assessment.

Kind Regards,

Steve Fu

RESOLUTION NO. 22-037

**A RESOLUTION ASSESSING THE REAL PROPERTIES LOCATED AT
475 KNOLL DRIVE, 1612 EAST 13TH PLACE, AND 750 HOSTETLER STREET
FOR THE COSTS OF NUISANCE ABATEMENT**

WHEREAS, the City Code Enforcement Officer posted a Notice to Abate Nuisance upon the following listed properties on the dates shown below:

<u>Property</u>	<u>Assessor's Map No.</u>	<u>Date of Posting</u>
475 Knoll Drive	1N 13E 2 BD 1500	August 5, 2022
1612 East 13 th Place	1N 13E 2 CC 13300	August 19, 2022
750 Hostetler Street	2N 13E 29 DD 3300	August 19, 2022

WHEREAS, according to Wasco County real property records, the following persons are the owners of record for tax purposes of the following listed properties:

<u>Property</u>	<u>Owner</u>
475 Knoll Drive	Steve & Angie Fu
1612 East 13 th Place	Karren Hanson
750 Hostetler Street	George Rathwick

WHEREAS, the Notice to Abate Nuisance required the removal of noxious vegetation and/or junk from the listed properties pursuant to the provisions of Section 5.24.040 of The Dalles Municipal Code;

WHEREAS, the Notice to Abate Nuisance further provided if the nuisance conditions were not abated the City would hire a contractor to abate the nuisance conditions, and the costs of the abatement would be charged to the owner of the property, and become a lien upon the property;

WHEREAS, as a result of the owners' failure to abate the nuisance conditions on the properties, the City hired the following listed contractors, who abated the nuisance conditions on the dates listed below, for the costs listed below:

<u>Property</u>	<u>Contractor</u>	<u>Date of Abatement</u>	<u>Cost</u>
475 Knoll Drive	Rod Huante	September 19, 2022	\$1,200.00
1612 East 13 th Place	Rod Huante	September 14, 2022	\$1,475.00
750 Hostetler Drive	Rod Huante	September 16, 2022	\$980.00

WHEREAS, pursuant to Section 5.24.070 of The Dalles Municipal Code, on November 2, 2022, the City Clerk sent a Notice of Assessment by certified mail to Steve & Angie Fu advising them the total cost of the assessment for the property was \$1,200.00, and the listed sum would become a lien upon the property if the amount was not paid by November 17, 2022, or the assessment was not protested by November 7, 2022, by Steve & Angie Fu;

WHEREAS, pursuant to Section 5.24.070 of The Dalles Municipal Code, on October 10, 2022, the City Clerk sent a Notice of Assessment by certified mail to Karren Hanson advising them the total cost of the assessment for the property was \$1,475.00, which included a \$500.00 administrative fee as required by Section 5.04.160(C) of The Dalles Municipal Code, and the listed sum would become a lien upon the property if the amount was not paid by October 25, 2022, or the assessment was not protested by October 15, 2022, by Karren Hanson;

WHEREAS, pursuant to Section 5.24.070 of The Dalles Municipal Code, on November 2, 2022, the City Clerk sent a Notice of Assessment by certified mail to George Rathwick advising them the total cost of the assessment for the property was \$980.00, which included a \$500.00 administrative fee as required by Section 5.04.160(C) of The Dalles Municipal Code, and the listed sum would become a lien upon the property if the amount was not paid by November 17, 2022, or the assessment was not protested by November 7, 2022, by George Rathwick; and

WHEREAS, Steve & Angie Fu, Karren Hanson, and George Rathwick failed to file any objection by the stated deadline and failed to pay the balance of the assessment by the deadline listed in the Notices of Assessment, and the City Council finds the statement of the amount of the proposed assessments is correct and no reason exists to justify any delay in proceeding with the imposition of a lien upon the properties for the cost of the assessments.

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

Section 1. Assessment. The cost of the abatements of the nuisance conditions comprising noxious vegetation removal (puncture vine and spray) and/or junk for the following properties:

<u>Name/Address</u>	<u>Description</u>	<u>Final Assessment</u>
Steve & Angie Fu 475 Knoll Drive The Dalles, OR	1N 13R 2 BD 1500	\$1,200.00
Karren Hanson 1612 East 13 th Place The Dalles, OR	1N 13E 2 CC 13300	\$1,475.00
George Rathwick 750 Hostetler Street The Dalles, OR	2N 13E 29 DD 3300	\$980.00

The legal description for the properties is shown in the list of descriptions attached to and made part of this Resolution as Exhibit "A".

Section 2. Docket Entry. Upon passage of this Resolution and its approval by the Mayor, the following information shall be entered into the City Electronic Lien Docket:

- a. The foregoing legal description of the properties assessed.
- b. The names of the owners or a statement the owners are unknown.
- c. The sum assessed upon each lot or tract of land.
- d. The date of the docket entry.

Section 3. Notices/Collection of Assessment. The City Clerk is directed to proceed with notice and collection of the assessment in accordance with the procedures prescribed by Oregon law for enforcement of liens and collection of assessments.

Section 4. Effective Date. This Resolution shall be effective upon adoption.

PASSED AND ADOPTED THIS 12th DAY OF DECEMBER, 2022,

Voting Yes, Councilors: _____

Voting No, Councilors: _____

Absent, Councilors: _____

Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 12th DAY OF DECEMBER, 2022.

Richard A. Mays, Mayor

Attest:

Izetta Grossman, CMC, City Clerk

EXHIBIT "A"
Resolution No. 22-037
List of Legal Descriptions

475 Knoll Drive

Lot 6, Block 1, EAST KNOLL ESTATES SUBDIVISION, in the City of The Dalles, County of Wasco and State of Oregon

1612 East 13th Place

Lot 3, Block 3, GOREE ADDITION, within the corporate limits of City of The Dalles, County of Wasco and State of Oregon

750 Hostetler Street

Beginning on the North boundary line of Tract 12, Snipes Acres, at a point 275 feet East of the Northwest corner of said Tract 12; thence 62 feet 6 inches along the North boundary line of said Tract 12 and the South boundary line of Hostetler Way; thence South 156 feet parallel with the West boundary line of said Tract 12; thence West 62 feet 6 inches, parallel with the North boundary line of said Tract 12 and along the North boundary line of Pleasant Court; thence North 156 feet to the point of beginning in the County of Wasco, State of Oregon, except the North 5 feet in Hostetler Way



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #10D

MEETING DATE: December 12, 2022

TO: Honorable Mayor and City Council

FROM: Jeff Renard, Airport Manager

ISSUE: Annual Lease Rates for both Aeronautical and Non-Commercial Aeronautical Land Areas at the Columbia Gorge Regional Airport

BACKGROUND: The Columbia Gorge Regional Airport (**KDLS**) has been the subject of renewed development interest recently. More specifically, numerous individuals have approached the Airport indicating a desire to enter into long-term land leases where they intend to construct hangar spaces for personal aircraft or lease space.

Prior to entertaining a lease, Staff felt it appropriate to conduct a rent analysis to determine market rates for airport land leases. The analysis reviewed existing airport lease rates and compared KDLS to nearby airports. Today, the base lease rate is set at \$0.14 per square foot (**sf**) on an annual basis, which was established in the 2000s. The study indicates similarly situated airports established annual lease rates spanning a price range of \$0.20/sf to \$0.65/sf per year.

Staff is recommending adjusting the base lease rate to \$0.20/sf per year for the *airside* building lots. These square foot calculations will be based on the dedicated space to the project. If the project requires dedicated ramp space and parking, this area would be included in the total square footage.

Staff is recommending adjusting the base lease rate to \$0.30/sf per year for the *business park* building lots. These square foot calculations will also be based on the dedicated space to the project.

As part of this rate study, Staff found KLDS's T and box hangar rates are competitive to other markets; however, the study indicated it would be appropriate to correct rate disparities for similar spaces in each building stemming from missed rate increases or

annual adjustments. Staff recommends stabilizing these rates as per the attached “Rate Schedule” and commencing an annual adjustment to all standard lease rates in the amount of 2.6%/year.

Staff landed on a recommended adjustment of 2.6%/year after considering KLDS’s land /commercial leases uniformly contain a 5-year increase provision and the Airport Board’s committee responsible for this project found a 2.6%/year increase would equitably account for market fluctuations over a given 5-year period based on CPI.

BUDGET IMPLICATIONS: The adjustment of the lease rates and the addition of annual rate increases will create additional revenue.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Authorize Staff to adjust the Land Lease Rates to \$0.20/sf per year for airside properties and \$0.30/sf year for business park properties, and to commence a 2.6% annual rate increase for all applicable leases.*
2. Move to authorize Staff to adjust Land Lease Rates with amended modifications.
3. Decline to authorize and provide additional direction.



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #10E

MEETING DATE: December 12, 2022

TO: Honorable Mayor and City Council

FROM: Jonathan Kara, City Attorney

ISSUE: Adopting General Ordinance No. 22-1394, an ordinance amending The Dalles Municipal Code Chapter 1.04 (Elections Code) for legal sufficiency

BACKGROUND: The 1994 iteration of the City Charter provided the elective officers of the City would be nominated and elected by vote of those electors within certain geographic districts (e.g., North, West, etc.) of and within the city limits. In 2020, the People of the City of The Dalles voted to revise the Charter's election methodology from district-specific to city-wide (also known as *at-large*) qualified elector pools.

The Charter preempts all other City ordinances. The City of The Dalles Elections Code is codified as TDMC Chapter 1.04 and it has not been updated since 2017 despite the 2020 revisions to the Charter. The proposed Ordinance revises TDMC Chapter 1.04 to ensure legal sufficiency with the Charter by deleting all references to district-wide elections.

BUDGET IMPLICATIONS: None.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to adopt General Ordinance No. 22-1394, an ordinance amending The Dalles Municipal Code Chapter 1.04 (Elections Code) for legal sufficiency, as presented by title only.*
2. Move to adopt a modified General Ordinance No. 22-1394 and provide Staff with the modifications.
3. Decline formal action and provide Staff additional direction.

GENERAL ORDINANCE NO. 22-1394

**AN ORDINANCE AMENDING THE DALLES MUNICIPAL CODE
CHAPTER 1.04 (ELECTIONS CODE)
FOR LEGAL SUFFICIENCY**

WHEREAS, the 1994 City of The Dalles Charter provided the elective offices of the City would be nominated and elected by vote of those electors within certain geographic districts of and within the city limits;

WHEREAS, at the 2020 general election, the People of The Dalles revised the City’s district election methodology by adopting the amended Section 7 of the 2020 City of The Dalles Charter (**Charter**), providing all Councilors shall thereafter be nominated and elected at large;

WHEREAS, the City of The Dalles Elections Code is codified as The Dalles Municipal Code (**TDMC**) Chapter 1.04 and has not been updated since 2017; and

WHEREAS, the City of The Dalles Elections Code, which is preempted by the Charter, requires updates to reflect the Charter’s revised at-large election methodology for legal sufficiency.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF THE DALLES ORDAINS AS FOLLOWS:

Section 1. **TDMC Section 1.04.040** (*Elective Offices Non-Partisan—Election by District or At-Large*) shall be revised to read:

1.04.040 At-Large Election and Non-Partisan Elective Offices

The elective offices of the City shall consist of the office of Mayor and the office of Councilor. All elective offices shall be nominated and elected “At-Large”, which means by vote of all of the citizens of the City qualified and registered to vote under the laws of the State of Oregon.

Section 2. **TDMC Section 1.04.060** (*Method of Nominating Candidates for District Offices*) shall be revised to read:

1.04.060 Non-Partisan Elective Offices

All elective offices shall be non-partisan offices. No person shall designate a political party affiliation, claim a political party endorsement, or use the name of a political party upon any nominating petition, ballot, or election notice.

Section 3. **TDMC Section 1.04.070** (*Nomination Petitions*), **Subsection A** shall be revised to read:

A. A certificate of nomination shall become a perfected certificate when it has been signed by at least 100 legal votes in the City and such signatures have been verified as legal voters within the City by the county elections division and filed with the City Clerk. On each election sheet, the circulator collecting signatures shall certify they witnessed the signing of the signature sheet by each individual whose signature appears on the signature sheet and believes each individual is an elector registered within the city limits.

Section 4. This Ordinance shall be effective 30 days after adoption.

PASSED AND ADOPTED THIS 12TH DAY OF DECEMBER, 2022,

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

AND APPROVED BY THE MAYOR THIS 12TH DAY OF DECEMBER, 2022.

Richard A. Mays, Mayor

ATTEST:

Izetta Grossman, CMC, City Clerk



AGENDA STAFF REPORT

AGENDA LOCATION: Discussion Item #11A

MEETING DATE: December 12, 2022

TO: Honorable Mayor and City Council

FROM: Dave Anderson, Public Works Director

ISSUE: Discussion of Renewal Options for Operations Management International (OMI) Contract to operate the City's Wastewater Treatment Plant

BACKGROUND: The current wastewater treatment plant (WWTP) operations contract with OMI (Jacobs) expires June 30, 2023. It is a 10-year contract that was extended by another five years due to the timing of the last treatment plant upgrade project. OMI has operated the City's wastewater treatment plant for the last 30 years.

The City Council previously authorized staff to enter into exclusive negotiations with OMI for a new operations contract. OMI has offered two different models to be considered for the new contract. The first model would be exactly the same as the current and previous contracts have been in that there would be both a Direct Cost component of the contract and a Management Fee component. Both components would be negotiated annually and separately from each other. The management fee portion, which accounts for the costs to manage the contract and provides the profit margin to OMI, is normally adjusted annually throughout the life of the contract based upon a specific CPI-factor plus a certain percentage; during periods of high inflation, the annual adjustment to the management fee is negotiated at some level less than the CPI .

The second model would be a Cost-Plus contract wherein the Management Fee would be a fixed percentage (18.5%) of the Direct Cost and would not be negotiated separately during the term of the contract. Under a Cost-Plus contract, the Management Fee automatically increases with increases in direct cost regardless of whether or not there are increases in OMI's costs to manage to contract. The Cost-Plus model was presented to staff as being as a simpler type of contract to negotiate and administer. OMI has proposed different "rebate" options for the two contract models which will be summarized in Table 1. From the information provided to the City by OMI, it appears that the total cost of the operations contract over a 10 year period would be slightly

higher to the City under the Cost-Plus contract model.

A second issue for consideration, in addition to the contract model to be used, is the term of the contract. The first three contracts between OMI and the City were for five years each. In 2008, the City entered into a 10-year contract with OMI which, as previously stated, was extended by another five years. There have not been any challenges from the City's perspective with the 15-year contract term. OMI has offered both 10 and 15-year renewal options for the City's consideration. OMI would prefer a 15-year contract as it provides greater certainty over a longer period of time and therefore allows for better planning and investments to be made over the term of the contract; these same benefits may exist for the City.

OMI has also offered some value-added services in the proposed contract with incentives on two of them for a 15-year contract term over a 10-year term. The first value added item is the completion of a Biosolids Study. The treatment processes currently in place at the City's WWTP produce biosolids which are 3-4% solids and which are land applied as fertilizer for disposal. It has gotten to be very expensive in terms of labor, equipment, maintenance and fuel costs to haul 97% water to fields located up to 35 miles away for land application. This study would identify options and provide expert recommendations for the best long-term solution for biosolids hauling and disposal. The value of this study would be \$90,887. OMI has offered to conduct this study for \$79,337, a savings of \$11,550, under the terms of a 10-year contract renewal, or for free with a 15-year contract.

The second value-added service offered by OMI is an analysis of the WWTP's Renewable Energy Capacity. A similar study was conducted in advance of the last plant improvements completed in 2019; that study used estimates, experiences in other plants, and technology specifications coupled with pilot testing at the City's plant to project the feasibility and capacity of the City's systems. Since that time, there have been challenges meeting those renewable energy projections and some unanticipated consequences have resulted. It would be beneficial to re-analyze the renewable energy potential at the WWTP using actual data to identify any additional improvements that may be needed to optimize the renewable energy opportunities at the plant. The value of this analysis would be \$36,735. OMI has offered to conduct this study for \$26,571, a savings of \$10,164, under the terms of a 10-year contract renewal, or for free with a 15-year contract.

With a renewed contract, OMI has also offered to support the City's upcoming efforts to renew its WWTP discharge permit with DEQ, which expires in 2023, by conducting the additional required sampling at their expense. Lastly, OMI has offered to utilize its proprietary "Pro-2D" modeling to more-thoroughly evaluate the plant's treatment capabilities to, in part, inform refinement of the City's Capital Improvement Plans.

Table 1 below summarizes the contract options available for consideration.

Table 1

	10-Year “Current Model”	15-Year “Current Model”	10-year “Cost-Plus Model”	15-year “Cost-Plus Model”
Biosolids Study	\$79,337	\$79,337	Included	Included
Renewable Energy Analysis	\$26,571	\$26,571	Included	Included
Cost overages or savings	Both shared 50/50	Both shared 50/50	100% rebate or invoiced to City	100% rebate or invoiced to City
Permit Renewal Sampling	Included	Included	Included	Included
Pro-2D	Included	Included	Included	Included
1 st Year Price*	\$1,270,957 base \$1,376,865 w/ studies	\$1,270,957 base \$1,376,865 w/ studies	\$1,286,819	\$1,286,819
10-Year Estimate*	\$14,592,260 w/ studies	\$14,592,260 w/ studies	\$14,655,063	\$14,655,063
15-Year Estimate*	Not applicable	Not yet available	Not applicable	\$23,670,009

*Values presented are estimates current at the time of this report and subject to change due to varying economic and yet-to-be-negotiated factors.

At this time, staff is seeking direction from the City Council regarding both its preferred contract model and the desired contract term. Staff will then utilize that direction in negotiations with OMI to finalize a proposed agreement for the City Council’s consideration at a future meeting in January or February.

It is staff’s recommendation that the City continue to utilize the same contract model that it has for the last 30 years with OMI, that being a contract where Direct Costs and a Management Fee are negotiated and identified separately within the contract. Staff does not believe that an increase in Direct Costs necessarily warrants a corresponding increase in the Management Fee. For example, a 50% increase in fuel costs like we have seen over the last year would not necessarily warrant a corresponding 50% increase in the Management Fee for that portion of the Management Fee calculation. Further, the proposed 18.5% Cost-Plus Management Fee is notably greater than the 17% being paid in the current year. Under the Cost-Plus model, the City would be rebated 100% of any over-budgeted Direct Costs but would also be invoiced 100% for any over-expenditures. Staff believes that the current model where overages and underages of total Direct Costs are mostly shared 50/50 with OMI (there would be exceptions for electricity, natural gas and treatment chemicals) provides a conservative (fiscally safer) approach that limits the City’s exposure to volatility in Direct Costs.

Lastly, staff recommends entering into a new contract with OMI for a term of 15 years, renewable annually, like we have ultimately done for the current agreement. Staff believes that there is value in longer-term certainty for both parties.

BUDGET ALLOCATION: None at this time. Staff will utilize this direction from City Council to negotiate the terms of proposed new contract with OMI for the City Council’s consideration at a future meeting.

COUNCIL ALTERNATIVES:

1. **Staff Recommendation:** *Authorize staff to negotiate a new 15-year agreement with OMI for operation of the City's wastewater treatment plant which will include a Management Fee which is to be calculated independent of its Direct Costs.*
2. Authorize staff to negotiate a new 10-year agreement with OMI for operation of the City's wastewater treatment plant which will include a Management Fee which is to be calculated independent of its Direct Costs.
3. Decline Alternatives A and B and provide different direction to staff.