

AGENDA**REGULAR CITY COUNCIL MEETING****FEBRUARY 24, 2025****5:30 p.m.****CITY HALL COUNCIL CHAMBER****313 COURT STREET****&****LIVE STREAMED****https://www.thedalles.org/Live_Streaming**

To speak online, register with the City Clerk no later than noon the day of the council meeting. When registering include: your full name, city of residence, and the topic you will address. Upon request, the City will make a good faith effort to provide an interpreter for the deaf or hard of hearing at regular meetings if given 48 hours' notice. To make a request, please contact the City Clerk and provide your full name, sign language preference, and any other relevant information. Contact the City Clerk at (541) 296-5481 ext. 1119 or amell@ci.the-dalles.or.us.

1. CALL TO ORDER
2. ROLL CALL OF COUNCIL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. PRESENTATIONS/PROCLAMATIONS
 - A. Presentation of the 2024 Employee Recognition Awards
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 three 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

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

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 February 10, 2025 Regular City Council Meeting Minutes
- B. Resolution 25-012 Concurring with The Mayor’s Appointment to the Beautification and Tree Committee

10. CONTRACT REVIEW BOARD ACTIONS

- A. Award of East 9th Street Rock Drill Contract No. 2025-001

11. ACTION ITEMS

- A. Resolution No. 25-011, Adopting the City of The Dalles 2025 Downtown Parking Management Strategy Action Plan
- B. Resolution No. 25-010 Authorizing the City Manager to Execute a Joint Grant Management Agreement with Klickitat County on Behalf of the City of The Dalles
- C. City Loan for Connect Oregon Grant Match Funds for T-Hangars

12. DISCUSSION ITEMS

- A. Discussion on proposed amendments to TDMC Chapter 5.16 (Animals)

13. 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.

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

14. ADJOURNMENT

This meeting conducted VIA Zoom

Prepared by/ Amie Ell, City Clerk

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AGENDA STAFF REPORT

AGENDA LOCATION: Item #5A

MEETING DATE: February 24, 2025

TO: Honorable Mayor and City Council

FROM: Matthew Klebes, City Manager

ISSUE: Presentation of the 2024 Employee Recognition Awards

BACKGROUND: The City of The Dalles recognizes employees annually for their dedication, professionalism, and contributions to the organization and the community. The Employee Recognition Awards honor individuals who exemplify the City's values in three distinct categories: Excellent Customer Service, Innovative Thinking, and the Pete Wasser Team Player Award.

- Excellent Customer Service – Recognizes employees who deliver outstanding service with an exceptional attitude, consistently going the extra mile for citizens, colleagues, and other agencies.
- Innovative Thinking – Honors employees who bring creative ideas that enhance City values, save money, generate revenue, or improve efficiency.
- Pete Wasser Team Player Award – Named in honor of a dedicated public servant, this award recognizes employees who demonstrate excellence, professionalism, integrity, and a positive, respectful attitude.

2024 Employee Recognition Recipients:

Tyler Caldwell, Police Department – Innovative Thinking Award

Sergeant Caldwell is recognized for his innovative approach to process improvements and mentoring within the Police Department. He developed a fleet management plan that improved fleet condition and reduced downtime, saving resources. He also led the successful National Night Out Against Crime event.

“Sergeant Caldwell distinguishes himself in his professional life as an innovative thinker

who is always seeking process improvement and advancement. He tailors his approaches to each individual officer's strengths and weaknesses as well as their learning style and motivations."

Cori Clark, Library – Excellent Customer Service Award

Cori is praised for her outstanding customer service and positive attitude. She builds strong relationships with patrons, offering personalized recommendations and making everyone feel special. Cori also supports her colleagues without hesitation.

"Cori is always there with a smile even on the toughest days and is always thinking of the patrons and her coworkers and how to make them smile and make a day a bit more fun all around."

Vince Cobb, Water Distribution – Pete Wasser Team Player Award

Vince is recognized for his professionalism, positive attitude, and problem-solving abilities. He consistently brings new ideas and solutions to the team and creates a collaborative environment.

"His consistent positive attitude is simply amazing and should be a mold for all employees to fit into"



AGENDA STAFF REPORT

AGENDA LOCATION: Item #9 A-B

MEETING DATE: February 24, 2025

TO: Honorable Mayor and City Council

FROM: Amie Ell, City Clerk

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

- A. **ITEM:** Approval of the February 10, 2025 Regular City Council meeting minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the February 10, 2025 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 February 10, 2025 Regular City Council meeting minutes.

- B. **ITEM:** A Resolution Concurring with The Mayor's Appointment to the Beautification and Tree Committee.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The Mayor has met with the applicant and recommends appointment.

RECOMMENDATION: City Council concurs with the Mayor's appointment to the Beautification and Tree Committee; and approves Resolution No. 25-012

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CITY COUNCIL MEETING
COUNCIL CHAMBER, CITY HALL
FEBRUARY 10, 2024
5:30 p.m.

VIA ZOOM/ IN PERSON

PRESIDING: Mayor Richard Mays

COUNCIL PRESENT: Ben Wring, Tim McGlothlin, Rod Runyon, Scott Randall, Dan Richardson

COUNCIL ABSENT: None

STAFF PRESENT: City Manager Matthew Klebes, City Attorney Jonathan Kara, City Clerk Amie Ell, Public Works Interim Deputy Director Dale McCabe, Police Chief Tom Worthy, Community Development Director Joshua Chandler, Senior Planner Sandy Freund

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 Ell. Wring, McGlothlin, Runyon, Randall, Richardson, Mays present

PLEDGE OF ALLEGIANCE

Mayor Mays asked Councilor Wring to lead the Pledge of Allegiance. Councilor Wring invited the audience to join in the Pledge of Allegiance.

APPROVAL OF AGENDA

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

PRESENTATIONS PROCLAMATIONS

Gorge Transit 2025 Regional Update

Kathy Fitzpatrick, Mid-Columbia Economic District (MCED) Senior Project/Mobility Manager, introduced Jose Mendoza and Emily Reed of LINK. They presented an overview and updates of the Gorge Transit System. (see attached)

Fitzpatrick said the CAT had 17 drivers and this meant they were fully staffed.

Richardson confirmed that they gave free rides to people going to the emergency shelters at the Gloria Center.

Klebes noted the City had a long-standing partnership with MCED which included providing funding. He said they had recently submitted a request for the upcoming budget cycle for the LINK system.

Historic Landmarks Commission 2025 Goals

Sandy Freund, Senior Planner with The Dalles Planning Department presented highlights of the 2025 Historic Landmarks Commission Goals.

Richardson noted that the town had several historic large trees, most notably sycamores planted around 150 years ago. He suggested this could be a future topic of discussion, as they were an intentional and historic feature that, once lost, could not be easily replaced.

Mayor Mays asked for clarification on goal number 6 regarding the inventory of the Pioneer Cemetery.

Joshua Chandler, Community Development Director said the cemetery had an old preservation plan dating back to the early 2000s, which included a list of individuals and significant community members buried there. The goal focused on ensuring the information was accurate, accessible, and easy to navigate.

Federal Street Plaza Update and Open House

City Manager Matthew Klebes presented an overview of the proposed Plaza designs, noting that a detailed presentation was included in the Council packet. He announced an open house at Freebridge to gather community feedback on two design options, with committee members and Walker-Macy consultants present. The ad hoc committee had been meeting regularly to finalize a

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design and cost estimates within the next month. The designs proposed closing Federal Street between First and Second Streets to create the Plaza. The first design, "River City," featured shade structures and porch swings. Both designs included a splash pad, and a bike hub coordinated with the Columbia Gorge Scenic Bike Trail and First Street streetscape project. Committee discussions had also centered on repurposing the transportation building for an active use to enhance and maintain the Plaza. Both renderings depicted seating, greenery, and flexible event space, distinguishing it from Lewis and Clark Festival Park. The second design, "Basalt," included canopy structures for shade, basalt rock seating, and similar amenities, though concerns were raised about long-term canopy maintenance. Both designs emphasized shaded spaces and integrated water features suited to The Dalles' climate.

Klebes reported 39 survey responses had been received so far, with feedback highlighting the need for shade, greenery, event space, vendor accommodations, and strong community engagement. Concerns included parking loss, accessibility, sustainability, and maintenance. He clarified that the project was separate from the Tony site and involved Federal Street between First and Second Streets.

Mayor Mays recognized the ad hoc committee included Councilors Richardson and Wring, along with Betz Selzer, owner of The Farm Stand on Third Street; Marcus Swift, a member of the Urban Renewal and Park District boards; Steve Light, owner of Freebridge Brewery and host of the upcoming open house; and Kristen Lillvik, who also served on Urban Renewal. He commended the committee's hard work, noting they had held seven public meetings and had made significant progress. He encouraged community participation at the February 12th open house at Freebridge.

AUDIENCE PARTICIPATION

Lisa Farquharson, CEO of The Dalles Area Chamber of Commerce, provided an update on tourism activities. She shared the "Explore Local" campaign with KATU had completed, featuring eight local businesses through interviews and 15-second commercials. She noted they had reused footage from the previous year, saving \$20,000. Highlights of upcoming events, included the Sportsman Show in Portland from February 12–16 and an event in Central Oregon from March 6–9, the upcoming visit of the Northwest Outdoor Writers Association, which would bring 20–25 writers to The Dalles from May 2–4, and the Drain Raider Bass Tournament, which would take place in June, July, August, and September.

CITY MANAGER REPORT

City Manager Matthew Klebes reported;

- The Police Department CAD / RMS project, in partnership with Wasco County and Mid-

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Columbia Fire and Rescue was in procurement processes and would be included in the upcoming budget.

- 911 Calls for service had decreased from 21,890 in 2023 to 18,455 in 2024, due to police efforts and in part to improvements on Pentland Street. This impacted 911 payment distribution.
- He requested direction on when to begin discussion of a possible firework ban.
 - Council agreed to start discussions earlier to better align with when sales permits would be issued.
- Procurement documents for the tourism promotion services contract were near completion and would be posted soon. There would be a 30-day time for submissions. An ad hoc committee had been approved to review submissions.
- Appeared on the radio with Mark Bailey and on KODL.
- Final interviews for the Public Works Director were scheduled for Friday with three candidates.
- The Gloria Center opened emergency operations due to dropping temperatures.

CITY COUNCIL REPORTS

Councilor Runyon reported;

- Joined the Community Outreach Team (COT) and visited Salem with the Mayor and City Manager, helping to arrange meetings with seven Senators and Representatives.

Councilor McGlothlin reported;

- Covered the COT meeting at the college, discussions focused on outreach to Washington, D.C., and State legislature.
- An upcoming Airport Commission meeting.
- Received many inquiries about shelter for homeless which he referred to the Gloria Center and Annex for assistance.
- Acknowledged Kenny LaPoint's legacy in establishing the Gloria Center and Annex.
- Received inquiries about NORCOR policies concerning ICE, clarified that Wasco County manages NORCOR.
- Had been notified that four cameras were recently installed at Kelly Avenue Viewpoint to enhance security, particularly for children, and prevent potential misuse by youth.
- Praised the new playground at SoroSis Park as a safe space for children.

Councilor Wring reported;

- Attended the Federal Street Plaza meeting.
 - Reminded of the upcoming open house on Wednesday night at Freebridge Brewery.
- Proposed rekindling the coffee hour initiative that the Mayor started before COVID,

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where a counselor or two, along with the Mayor, would meet with the public on a Saturday to discuss concerns and share opinions.

- Councilors agreed it was a good idea.

Councilor Randall reported;

- Attended the Local Public Safety Coordinating Council meeting on February 4, where topics such as potential grant funding sources and the proposed Resolution Center were discussed. The next meeting was scheduled for April 1 at the County Building on Third Street, starting at 11:30am.

Councilor Richardson reported;

- Attended the Federal Street Plaza meeting and would be present at the open house on Wednesday. Helped distribute posters downtown to encourage public comment.
- Noted that the warming shelter at MCCAC (Mid-Columbia Community Action Council) was open, providing a valuable service to the community. Encouraged outreach from the City Manager to support MCCAC during their leadership transition.

Mayor Mays reported;

- Gave a radio interview to Mark Bailey at KACI.
- Presented to the Chamber of Commerce's Community Affairs Committee.
- Sought volunteers for the Beautification and Tree Committee.
- Acknowledged Councilor Runyon's efforts during the Salem trip for City Day, which resulted in meeting with eight legislative Senators and Representatives instead of the scheduled three. Praised his efforts in making the event a great success.
- Invited the City Clerk to introduce an idea to engage youth and students with City government.

Amie Ell, City Clerk reported she had recently presented to students at The Dalles Middle School about local government and had shared information about the "If I Were Mayor" contest, organized annually by the Oregon Mayor's Association. This contest provided an opportunity for students to engage with local government, inspired them to be future leaders, and let them know their voices are heard. She was organizing a local contest for students in grades 4 through 12, with 3 categories based on grade level. Winners would receive recognition and prizes at the second City Council meeting in April and would be invited to a reception before the meeting to meet Councilors and the Mayor. A webpage with more information was on the City's website.

CONSENT AGENDA

It was moved by Wring and seconded by Richardson to approve the Consent Agenda as presented. The motion carried 5 to 0, Wring, Richardson, McGlothlin, Randall, Runyon voting

in favor; none opposed; none absent.

Items approved on the consent agenda were: 1) The minutes of the January 27, 2025 Regular City Council Meeting

ACTION ITEMS

General Ordinance No. 25-1410 Amending Certain Provisions of TDMC Chapter 6.04 (Traffic Control)

Jonathan Kara, City Attorney reviewed the staff report and invited Code Enforcement Officer Nikki Lesich to answer Council questions.

Randall asked for clarification regarding the towing of vehicles that had been moved onto private property. He questioned whether the intent was to have vehicles relocated to private property and why they would be towed if that was the case.

Lesich explained that the intent is to encourage vehicle owners to move their vehicles. She clarified that violations such as expired tags, flat tires, garbage, and broken windows remain even if the vehicles are moved to private property. Moving the vehicle does not resolve the violations.

Wring inquired about the legality of assigning a sworn officer to execute a duty versus having a code enforcement team handle it.

Kara explained that if a parking citation were issued by a non-officer, such as a code enforcement officer, the recipient could argue in municipal court that the citation was invalid because only an officer could issue it, referencing the city's code. He emphasized the need to update the ordinance, last amended in 1992, to equip the city's Code Enforcement Division with the necessary tools to perform its duties effectively.

Wring inquired whether the proposed changes would affect other sections of the municipal code, expanding the duties of the Code Enforcement team beyond traffic-related matters.

Kara clarified that the intent of the proposed changes was limited to amending Chapter 6.04, which pertains specifically to traffic control.

Wring asked for clarification on the reason behind changing the threshold for violations from five to two outstanding unpaid violations.

Lesich said the situation had become increasingly problematic, especially over the past year.

Vehicles repeatedly parked in yellow zones and blocking visibility and access resulted in ongoing service disruptions, including blocked alleyways for deliveries and garbage collection. Many were repeat offenders not deterred by the \$25 ticket. This caused frustration in the surrounding community.

Kara further clarified that the reduction from five to two tickets only applied if a car was parked unlawfully.

Richardson asked if a car with flat tires on the street could be towed after being ticketed, and if it could still be towed if moved to a driveway.

Lesich said once it was on private property it would be treated as junk stored on private property and would then be addressed through an administrative letter.

It was moved by Randall and seconded by Richardson to adopt General Ordinance No. 25-1410, as presented with the additional amendments described by the city attorney, by title only. The motion carried 5 to 0, Randall, Richardson, McGlothlin, Wring, Runyon voting in favor; none opposed; none absent.

Lesich added that she and Chief Worthy had reviewed the stats from 2023 and 2024, noting a 58% increase in vehicle tagging. Of the tagged vehicles, 49 were towed, including 10 motorhomes, trailers, and other vehicles. She emphasized that despite the increase, the tagging process had a 90% compliance rate, proving to be quite effective in addressing the issue.

Engineer of Record for the Airport)

Jeff Renard Airport Manager reviewed the staff report.

Wring asked if it was common to only have one bidder.

Renard shared two firms had asked about the relationship with Precision Approach. He said he had praised the relationship, calling it fantastic, and both firms decided not to pursue further involvement, respecting the established partnership.

Wring said based on his 30 years of experience, in smaller areas like to this, such businesses were competitive but also respected established relationships.

Renard said one of the firms that had reached out also handled master planning. He explained the next task would be to present the need for a master plan for the airport, and that the other engineering firm was looking forward to the opportunity. He hoped to have the RFP for this out

in the next 90 days.

It was moved by Wring and seconded by Randall to authorize the City Manager to award the engineer selection Professional Services Agreement to Precision Approach Engineering. Subject to the Klickitat County BOCC approval. The motion carried 5 to 0, Wring, Randall, McGlothlin, Richardson, Runyon voting in favor; none opposed; none absent.

Assistant City Manager Position Proposal

Mathew Klebes City Manager reviewed the staff report.

Richardson said it would be fair to characterize this as an evolution of an existing position to something more fitting, rather than a brand-new position.

Klebes confirmed that it was correct, adding this represented an opportunity for a modest salary increase to better reflect the city's needs. He emphasized the continued focus on HR services and how this shift, along with the city's overall growth, would be beneficial

Wring asked the City Manager to clarify which nine Oregon communities were used for compensation comparisons.

Klebes said he had the information on his desk and recalled looking at assistant city managers in Hillsboro and Bend, though these were not the best comparisons due to their larger and more complex organizations. More comparable cities included Ashland, Albany, and Independence. Some cities, due to their size and complexity, did not have a similar position, so he focused on those that were most comparable, eliminating outliers like Beaverton and Bend.

Wring asked if there was a specific reason for changing the title to Assistant City Manager (ACM), aside from the reorganization of the structure and the roll-up of departments like IT.

Klebes explained that a key reason for the title change was the inclusion of managing departments like IT. He, as City Manager, would continue to directly support the police department, public works, CDD, and other departments. He noted the new position's role would include supporting and managing certain departments, with the structure evolving over time to ensure the greatest support and strengths were aligned with the City's needs.

Wring asked if this had been well received with department heads.

Klebes said there was a general understanding of his time constraints. He acknowledged the changes were new for The Dalles, and would require change management.

Wring asked if Klebes had any insights or thoughts on how the changes might impact recruitment for the HR Director position, noting that there were still vacancies in other management positions.

Klebes acknowledged several retirements, including the Economic Development Officer and Public Works Director. He said recruitment and retention were top priorities. He expressed cautious optimism that the changes would attract more attention and interested applicants due to the flexibility of the position.

Mayor Mays asked for elaboration on a recruitment process plan.

Klebes explained that the City uses a program called Applicant Pro to assist with recruitment, and for larger positions like the Public Works Director, they brought in a recruitment firm. He said the City would follow typical recruitment practices, posting positions on various job boards. He noted that reviewing and improving the recruitment and retention processes would be a priority for the new hire, including onboarding, offboarding, and setting employees up for success.

It was moved by Richardson and seconded by McGlothlin to adopt the February 10, 2025, Wage Table adding an Assistant City Manager/HR position and eliminating the Human Resource Director position, as presented. The motion carried 4 to 1, Richardson, McGlothlin, Randall, Runyon voting in favor; Wring opposed; none absent.

EXECUTIVE SESSION

In accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Mayor Mays recessed Open Session at 7:07 p.m.

Mayor Mays reconvene Open Session at 7:38 p.m.

ADJOURNMENT

Being no further business, the meeting adjourned at 7:39 p.m.

Submitted by/
Amie Ell, City Clerk

SIGNED: _____
Richard A. Mays, Mayor

ATTEST: _____
Amie Ell, City Clerk

DRAFT

RESOLUTION NO. 25-012

**A RESOLUTION CONCURRING WITH THE
MAYOR'S APPOINTMENT TO THE
BEAUTIFICATION AND TREE COMMITTEE**

WHEREAS, there is a vacant position on the Beautification and Tree Committee, and

WHEREAS, the Mayor has elected to appoint Jann Oldenburg to the Beautification and Tree Committee.

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

Section 1. The City Council concurs with the appointment of: Jann Oldenburg to the Beautification and Tree Committee; with term expiring June 30, 2028.

Section 2. This Resolution shall be effective February 24, 2025.

PASSED AND ADOPTED THIS 24th DAY OF FEBRUARY, 2025.

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

AND APPROVED BY THE MAYOR THIS 24th DAY OF FEBRUARY, 2025.

SIGNED: _____
Richard A. Mays, Mayor

ATTEST: _____
Amie Ell, City Clerk



AGENDA STAFF REPORT

AGENDA LOCATION: Item #10A

MEETING DATE: February 24, 2025

TO: Honorable Mayor and City Council

FROM: Dale McCabe, PE, City Engineer

ISSUE: Recommendation for award of East 9th Street Rock Drill,
Contract No. 2025-001

BACKGROUND: The City of The Dalles Public Works Department advertised for bids for the East 9th Street Rock Drill, Contract No. 2025-001 project. The scope of work for the project was stated as follows: “The work to be performed shall consist of furnishing all materials, labor and equipment necessary to drill 3-inch minimum diameter holes in rock down approximately 10 feet below street grade to facilitate the City’s removal of rock within the proposed sanitary sewer and storm drain trenches. All work will be conducted in accordance with the contract documents.”

At the end of September 2024, Zayo completed the relocation of their fiber line located in the East 9th Street Right-of-Way (ROW) near the intersections with Quinton Street and E 10th Street, to allow for the installation of a new City sanitary sewer main and a new storm main. City crews mobilized to the site and began preparing for and performing the required trench excavations in preparation of the installation of the new sanitary sewer main. In this particular location, there is a significant amount of basalt rock from approximately 2 feet below the paved surface to the bottom of the trench excavation. To help expedite the project, City crews had secured the use of a 320 CAT trackhoe excavator, with a rock hammer attachment, to assist with the hammering of the rock we were encountering while excavating the trench.

While City crews were performing rock hammering on that first day in the field, the property owner of the adjacent property at 1830 East 9th Street confronted the crews performing the work and expressed his concern of the significant amount of vibration that was occurring inside his house. He stated that he was seeing pieces of mortar in both the interior and exterior rock walls of his residence become loosened with a few pieces falling out. City crews immediately stopped and contacted City Engineering staff to come visit the site and meet with the property owner. We met with the property owner and walked around the house structure and took pictures of the existing condition of the

structure.

The structure is an older historic house with the foundation and walls constructed completely of basalt rock and mortar. On his own, the property owner has been working during the summer months over the past couple of summers to replace the mortar. It is a very slow and tedious process for him, and he still has the majority of the house's exterior walls to complete.

We discussed with him that we would stop with the rock hammering at this time and we would explore other possible less intrusive construction methods that might be able to be implemented and performed to help mitigate some of the effects on this structure. City staff investigated several options and determined that the best possible option would be to perform pre-drilling of the rock with minimum 3-inch diameter holes at a 12-inch square pattern for the width of a 6-foot wide trench. This is anticipated to allow smaller rock hammering and excavation equipment to be used, such as a City owned backhoe rather than the rented larger trackhoe excavator. The property owner was very appreciative of our responsiveness and our efforts in trying to minimize the impacts to the surrounding properties as a result of this necessary project.

The bid opening for this contract was held on February 11, 2025 at 2:00 pm for which we received four responsive bids. The bids received were as follows:

1. McCallum Rock Drilling, in the amount of \$192,710.00
2. Ajax Northwest, in the amount of \$229,950.00
3. Budinger and Associates, in the amount of \$605,024.00
4. Rock Supremacy, in the amount of \$869,920.00

The bids were reviewed by City staff to make sure that the proper material was submitted and the bids were deemed complete.

BUDGET IMPLICATIONS: With the approval of the Supplemental Budget at the January 13, 2025 City Council meeting, there is a combined \$629,929.00 available in Fund 55, Wastewater Collection, Line Items 7630 and 7640 for this project. Therefore, there are adequate funds available for this project.

COUNCIL ALTERNATIVES:

1. Staff Recommendation: *Authorize the City Manager to enter into contract with McCallum Rock Drilling for the East 9th Street Rock Drill, Contract No. 2025-001, in an amount not to exceed \$192,710.00.*
2. Request that staff provide additional information in response to questions raised by City Council.
3. Deny authorization to proceed with the contract.



AGENDA STAFF REPORT

AGENDA LOCATION: Item # 11A

MEETING DATE: February 24, 2025

TO: Honorable Mayor and City Council

FROM: Joshua Chandler
Community Development Director

ISSUE: Adoption of Resolution No. 25-011, a Resolution Adopting the City of The Dalles 2025 Downtown Parking Management Strategy Action Plan

BACKGROUND:

At the regular City Council meeting on October 28, 2024, City Staff along with consultant Rick Williams Consulting (**RWC**) presented findings and held a discussion on a downtown parking assessment, which culminated in the creation of the 2025 Downtown Parking Management Strategy Action Plan (**Plan**). This study, which began in spring 2024, is the first comprehensive assessment of the downtown parking system since the 2005 evaluation conducted by David Evans and Associates, Inc. It was undertaken to analyze the current dynamics of our downtown parking system. This assessment was prompted by projects such as Wasco County administrative offices relocation to the former GOBHI building, the opening of the new Farm Stand grocery store, the Basalt Commons mixed-use development, and the redevelopment of the Tony's Building site. These changes highlighted the need for an updated parking strategy to support current and future growth while maintaining accessibility for residents, businesses, and visitors.

Process Overview

The City engaged RWC to conduct a thorough evaluation of downtown parking, including an inventory of on-street and off-street parking, data collection on usage patterns, and analysis to identify key trends and challenges. The assessment aimed to provide data-driven recommendations for improving parking management and ensuring that City policies align with evolving community needs. As part of this process, the City

also reviewed its parking codes and regulations to ensure they remain relevant and effective.

Community input played a vital role in shaping the assessment. A Parking Advisory Committee (PAC), composed of local business owners, employees, and downtown residents, participated in the study, meeting four times to provide guidance. Additionally, a public open house was held on September 30, 2024, to present preliminary findings and gather community feedback. This collaborative approach ensured that the assessment addressed diverse perspectives and contributed to informed planning for the City's future.

The study followed a structured process, beginning with the establishment of community priorities and guiding principles. A 'Parking 101' workshop was held to educate the PAC on industry best practices for municipal parking management. The consultant team then conducted a comprehensive parking inventory and data collection effort, tracking on-street and off-street utilization over a 10-hour period during both a weekday and a weekend in May 2024. The resulting data provided valuable insights into usage patterns and emerging trends, forming the basis for strategic recommendations.

Key reports produced from this analysis included:

- 2024 The Dalles Guiding Principles (June 2024) – Established foundational values and priorities for parking management (included as Appendix A within Attachment 1).
- 2024 The Dalles Data Summary Report (July 2024) – Provided an in-depth analysis of parking inventory, utilization, and key trends (included as Appendix B within Attachment 1).

Summary of Findings

The Data Summary Report cataloged 1,201 on-street parking stalls and 1,398 off-street stalls within the downtown area. Notably, 99% of the on-street parking is unregulated (i.e. no time restrictions), which is uncommon in many downtowns that prioritize visitor access. Overall, it was concluded the downtown area has an adequate supply of parking to meet current demands, with low usage levels for both on and off-street spaces. Where parking constraints arise, ample nearby parking is available within a reasonable walking distance.

Key findings show that the average duration of stay in unregulated on-street stalls is under 3 hours, suggesting that introducing 3-hour time limits could increase turnover without immediate need for time restrictions, given the current low occupancy. Additionally, 17% of on-street vehicles were parked for over 5 hours, indicating that downtown employees or residents may be using these on-street spaces. Given the underutilized off-street parking figures (801 empty stalls at peak hour), shifting these long-term parkers to off-street locations would help accommodate future growth.

Recommended Parking Management Strategies

Based on the insights from the Data Summary Report and the framework outlined in the Guiding Principles document, the Plan presents 15 strategies categorized into three groups: Administration and Code (AC), Parking Management (PM), and Communication and Outreach (CO). These strategies were finalized after thorough

engagement with the community and key stakeholders. AC strategies include policy and regulatory updates to enhance parking management and ensure alignment with broader City development goals; PM strategies include operational improvements aimed at optimizing parking efficiency and accessibility for all users; and CO strategies include initiatives to engage the public, educate stakeholders, and promote parking solutions that benefit the community. The final Plan includes a summary of each strategy, which details a recommended implementation timeframe (intermediate, short-term, mid-term, and long-term), relative cost, and relative effectiveness (least, moderate, effective, very, essential). A detailed chart of all 15 strategies is included below.

ID	Strategy	Implementation Timeframe				Relative Cost	Relative Effectiveness
		Immediate	Short-Term	Mid-Term	Long-Term		
AC-1	Continue & Formalize Parking Work Group Representation	◆	◆	◆	◆	\$	●●●●●
AC-2	Define and Formalize the Downtown Parking Management District (DPMD)	◆		◆	◆	\$	●●●●●
AC-3	Update Shared-Use Parking Code Guidelines	◆	◆			\$	●●●●
AC-4	Establish a Data Collection Schedule			◆	◆	\$\$	●●●●
PM-1	Establish Guiding Principles for Parking	◆	◆			\$	●●●●
PM-2	Stripe Downtown Commercial On-street Parking Stalls		◆	◆	◆	\$\$	●●●●
PM-3	Consider Transitioning to Time-limited On-street Parking in the High-Occupancy Node Downtown			◆	◆	\$	●●●
PM-4	Assess ADA Locations and Compliance			◆	◆	\$	●●
PM-5	Identify and Pursue Off-street Shared-Use Opportunities	◆	◆	◆	◆	\$	●●●●●
PM-6	Asses public Off-street Parking Safety Standards		◆	◆	◆	\$ - \$\$\$	●●●
PM-7	Initial Regular Review of Citation Fees		◆	◆		\$	●●●●
PM-8	Initiate Reasonable Future Enforcement			◆	◆	\$	●●●●
CO-1	Create a New The Dalles' Parking Brand	◆	◆			\$\$\$	●●●●
CO-2	Create the City of The Dalles' Parking Website	◆	◆	◆		\$\$	●●●
CO-3	New Wayfinding Signage			◆	◆	\$\$-\$\$\$	●●●

Next Steps

The purpose of tonight’s meeting is to request formal adoption of the 2025 Plan which will serve as a comprehensive toolkit for the City to manage the parking system effectively in the coming years. The implementation schedule is designed to be flexible, allowing for adjustments based on resources, emerging priorities, and changing community needs. Strategies have been carefully evaluated for their cost-effectiveness and impact, ensuring that high-priority, efficient solutions are implemented first.

BUDGET IMPLICATIONS: This project was approved in December 2023 for a total contract cost not to exceed \$47,650.00, and budgeted in the FY 23/24 and 24/25 Economic Development for Contractual Services, Line Item 001-1150-000.31-10.

COUNCIL ALTERNATIVES:

1. ***Staff Recommendation:*** *Move to adopt Resolution No. 25-011, as presented.*
2. Make modifications to then move to adopt Resolution No. 25-011, as amended.
3. Direct Staff to make changes to the Resolution then return for consideration at a future City Council meeting.
4. Decline formal action and direct Staff accordingly.

ATTACHMENTS:

- **Attachment 1:** 2025 Downtown Parking Management Strategy Action Plan, February 2025

RESOLUTION NO. 25-011

A RESOLUTION ADOPTING THE CITY OF THE DALLES 2025 DOWNTOWN PARKING MANAGEMENT STRATEGY ACTION PLAN

WHEREAS, in spring 2024 the City initiated a downtown parking assessment in response to significant developments in the downtown area, all of which have contributed to evolving parking demands;

WHEREAS, the last comprehensive assessment of the downtown parking system was conducted in 2005 by David Evans and Associates, Inc., making a new study necessary to evaluate current parking dynamics;

WHEREAS, the City engaged Rick Williams Consulting to conduct the downtown parking assessment, which included a comprehensive inventory of on-street and off-street parking, data collection on usage patterns, and analysis to identify trends and challenges;

WHEREAS, stakeholder engagement played a vital role in the assessment process, with an Advisory Committee of downtown business owners and residents convening four times to provide input, and a public open house held on September 30, 2024, to share findings and gather community feedback;

WHEREAS, the findings of the assessment were summarized in a detailed report with actionable recommendations to improve parking management and ensure a functional and accessible parking system for residents, businesses, and visitors;

WHEREAS, the City Council, at its regular meeting on October 28, 2024, received a presentation from City Staff and Rick Williams Consulting on the findings of the downtown parking assessment;

WHEREAS, at its February 24, 2025, regular meeting, the City Council reviewed the final draft of the 2025 Downtown Parking Management Strategy Action Plan which will contribute to informed decision-making for the future of downtown parking and development.

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

- Section 1** 2025 Downtown Parking Management Strategy Action Plan Adopted. The City Council hereby adopts the 2025 Downtown Parking Management Strategy Action Plan attached to and made part of this Resolution as its **Attachment 1**.
- Section 2** Implementation. The City Council hereby directs City staff to commence implementation of the actions described in and incidentally necessary for the 2025 Downtown Parking Management Strategy Action Plan.
- Section 3** No Land Use Decision. Nothing in this Resolution is intended to be or shall be construed as a final decision by the City Council concerning the adoption,

amendment, or application of statewide planning goals, a Comprehensive Plan provision, or land use regulation.

Section 4 Effective Date. This Resolution is effective upon adoption.

PASSED AND ADOPTED THIS 24TH DAY OF FEBRUARY, 2025,

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

AND APPROVED BY THE MAYOR THIS 24TH DAY OF FEBRUARY, 2025.

Richard A. Mays, Mayor

ATTEST:

Amie Ell, City Clerk



City of The Dalles

Downtown Parking Management Strategy Action Plan

Prepared For:



Prepared By:

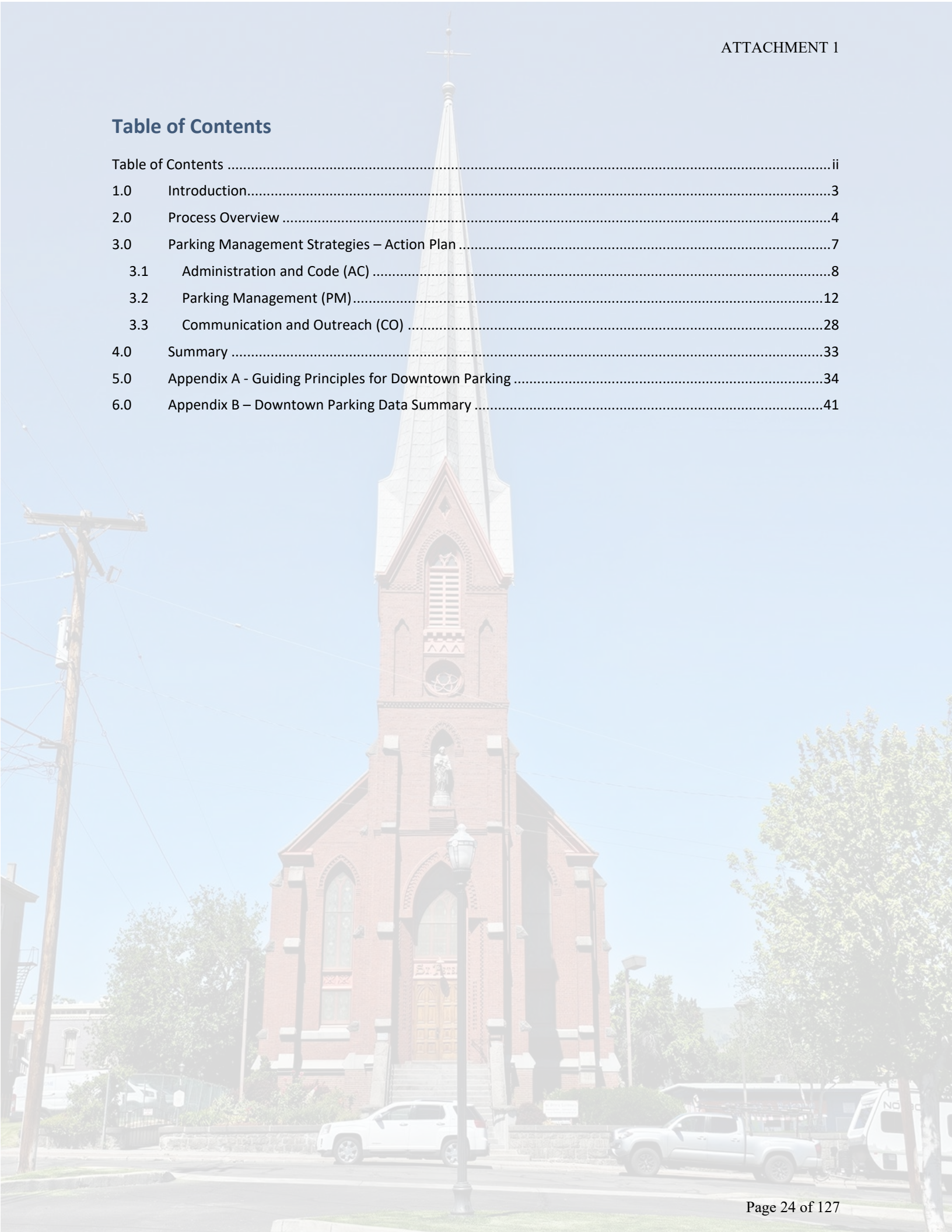


Rick Williams, Principal
Owen Ronchelli, Project Manager
Pete Collins, Project Planner
J. Connor Baron-Williams, Data Specialist

August 2024
(updated February 2025)

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1.0 Introduction

The City of The Dalles is looking to understand the dynamics of its downtown parking system. The last time a parking study was conducted was in 2005, when the *Preferred Parking Plan* was completed. While a limited amount of development has occurred in that time, additional pressures from new development have, or will, be placed on the parking system in the coming months and years. Given anticipated expectations for growth downtown, now is an opportune time to objectively assess how parking works from a policy/code perspective and how the on- and off-street parking supplies perform.

This report summarizes recommendations for strategies to The Dalles Parking Management Strategy Recommendation Plan. The last time a parking study was conducted was in 2005 when the Preferred Parking Plan was completed. The strategies presented here are categorized into three (3) areas: Administration & Code; Parking Management; & Communications & Outreach. Further, the strategies are noted to be a flexible timeline and include general cost assumptions.

To this end, the City engaged Rick Williams Consulting (RWC) to develop a new Downtown Parking Management Plan, an “action plan” for understanding the unique dynamics of the current parking system, with correlated strategic recommendations for implementation. The first step in this effort was to determine a downtown study boundary, then refreshing the dataset for how parking is distributed (on- and off-street) and how parking is utilized. Weekday and weekend data, including comparative occupancy, turnover, duration of stay, and violation rate, were assessed (on-street) with hourly occupancy comparisons for the off-street system. Also developed are peak and hourly heat maps.

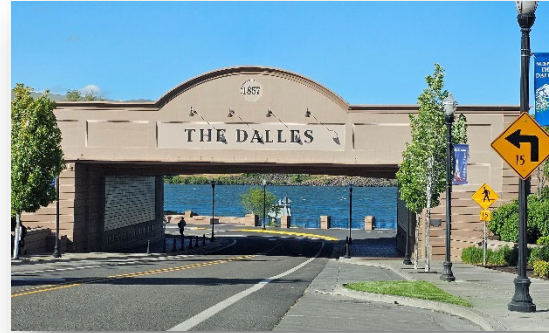
The entire project was developed and shaped in partnership with City staff and the Downtown Parking Advisory Committee (PAC). Strategies and solutions in this report are presented and informed by recent data on parking utilization for downtown, key input provided by the PAC, and industry best practices. Strategies are provided with a generalized timeline that is meant to be inherently flexible as opportunities and challenges present themselves.



2.0 Process Overview

The consultant team worked with the City of The Dalles staff and a Parking Advisory Committee (PAC), consisting of local business owners, employees, and downtown residents, throughout the spring and summer of 2024 to work through an iterative process to develop the Downtown Parking Management Strategy Recommendations.

The process began with establishing community priorities and agreed-upon Guiding Principles with the PAC members. These value statements provide an understanding of community priorities in terms of the use of the on- and off-street parking supply in Downtown. The consultant team also developed and conducted a 'Parking 101' workshop for the PAC, an educational presentation that outlined industry parking management best practices for municipalities like The Dalles.



Concurrently, an on- and off-street inventory for the downtown was completed. Subsequently a data collection effort was then conducted for the downtown study area. Parking data was collected over 10 hours during a typical weekday and weekend; utilization (license plate) data was collected on-street, while occupancy data was collected off-street. The 2024 analysis provided insights into the parking dynamics, utilization patterns, and new trends in using both the on- and off-street parking systems downtown.

The 2024 Data Assessment provided a basis from which strategies were developed, reflecting a direct tie to Guiding Principles and industry best practices. As part of this process, the consultant provided the following reports that will inform the 2024 The Dalles Parking Management Strategy Recommendation Action Plan:

- **2024 The Dalles Guiding Principles** (June 2024) – provided in **Appendix A**
- **2024 The Dalles Data Summary Report** (July 2024) – provided in **Appendix B**

All outcomes and recommendations are tailored to the unique parking and access environment downtown. The strategy solutions outlined below support recommendations that grew from this process. **Table 1** (next page) provides a summary of the strategy recommendations, which are further detailed in **Section 3.0**.

Implementation Timeframe

Each of the proposed parking management strategies is assigned an approximate implementation timeframe to assist with planning needs and, in some cases, sequential steps necessary to bring the strategies to fruition. The timeframes are immediate, short-term, mid-term, and long-term.

- **Immediate:** 0 – 12 months
- **Short-Term:** 12 – 24 months
- **Mid-Term:** 24 – 48 months
- **Long-Term:** 48+ months

It should be noted that the implementation schedule is flexible, and project order may change as opportunities and resources are identified. For those same reasons, timelines can be accelerated or extended.



Management Strategy Categorization

Each strategy is also classified within one of the following categories:

- **AC:** Administration & Code
- **PM:** Parking Management
- **CO:** Communication & Outreach

Relative Cost

Where possible, planning-level cost estimates are provided. Final costs will require additional evaluation, scoping, and estimating. All strategies will require a level of support, coordination, commitment, and resource identification that goes beyond what is currently in place.

For ease of reference, **Table 1** displays the estimated relative cost of each recommended strategy, represented by a series of dollar signs “\$.” The more dollar signs, the higher the cost of strategy implementation. The following symbol key provides a general cost range for corresponding parking strategies.

- \$ \$0 - \$15,000
- \$\$ \$15,001 - \$45,000
- \$\$\$ \$45,001 - \$100,000
- \$\$\$\$ >\$100,000

Relative Effectiveness

Strategies were also characterized by their relative effectiveness, in other words, “the biggest bang for the buck.” As such, not all strategies will have as deep an impact on parking system operations as others. The relative effectiveness is somewhat subjective but reflects the consultant’s experience and understanding of how these elements will affect the function of the parking environment. The scale of “relative effectiveness” here is shown in the form of bullets; the more bullets, the more impactful the strategy. Using this scale can also assist in prioritizing strategy implementation, particularly if limited resources are allocated for implementation.

- Least effective
- Moderately effective
- Effective
- Very effective
- Essential to the effectiveness of the parking system

Table 1: Parking Management Strategy Summary

ID	Strategy	Implementation Timeframe				Relative Cost	Relative Effectiveness
		Immediate	Short-Term	Mid-Term	Long-Term		
AC-1	Continue & Formalize the Parking Advisory Committee	◆	◆	◆	◆	\$	•••••
AC-2	Define and Formalize the Downtown Parking Management District (DPMD)	◆		◆	◆	\$	•••••
AC-3	Update Shared-Use Parking Code Guidelines	◆	◆			\$	••••
AC-4	Establish a Data Collection Schedule			◆	◆	\$\$	••••
PM-1	Establish Guiding Principles for Parking	◆	◆			\$	••••
PM-2	Stripe Downtown Commercial On-street Parking Stalls		◆	◆	◆	\$\$	••••



ID	Strategy	Implementation Timeframe				Relative Cost	Relative Effectiveness
		Immediate	Short-Term	Mid-Term	Long-Term		
PM-3	Consider Transitioning to Time-limited On-street Parking in the High-Occupancy Node Downtown			◆	◆	\$	●●●
PM-4	Assess ADA Locations and Compliance			◆	◆	\$	●●
PM-5	Identify and Pursue Off-street Shared-Use Opportunities	◆	◆	◆	◆	\$	●●●●●
PM-6	Assess Public Off-street Parking Safety Standards		◆	◆	◆	\$ - \$\$\$	●●●
PM-7	Initiate Regular Review of Citation Fees		◆	◆		\$	●●●●
PM-8	Initiate Reasonable Future Enforcement			◆	◆	\$	●●●●
CO-1	Create a New The Dalles' Parking Brand	◆	◆			\$\$\$	●●●●
CO-2	Create the City of The Dalles' Parking Website	◆	◆	◆		\$\$	●●●
CO-3	New Wayfinding Signage			◆	◆	\$\$-\$\$\$	●●●



3.0 Parking Management Strategies – Action Plan

The following section provides an outline of recommended parking management strategies for City staff and stakeholders to consider.

Recommended strategies follow a logical progression in which each action provides a foundation for subsequent actions in phases ranging from immediate to long-term. While presented in phases (assuming an overall five-year horizon), the implementation schedule is flexible and adaptable to growth and changes in land use and parking demand over time. As the 2024 data collection effort found, parking demand in The Dalles is low to moderate. This means that at this time, few users of the parking supply will find it difficult to find parking (except for a small area in the center of the downtown study area).

To this end, the order of projects may be changed as opportunities and resources are identified. For those same reasons, timelines can be accelerated or extended. All strategies will require a level of support, coordination, commitment, and resource identification that goes beyond what is currently in place. Where possible, planning-level cost estimates are provided as an initial frame of reference. Final costs will require additional evaluation, scoping, and estimating.

Overall, the plan recommended here intends to (a) outline a base-level foundation of strategies that provide the fundamentals of parking management for a mid-sized Main Street¹ city like The Dalles and (b) provide a toolkit of action strategies that put the city and its stakeholders in a position to address growing land use and parking demand strategically.

¹ Main Street cities are usually characterized by re-emerging, revitalizing older and historic commercial districts. Made up of small towns, mid-sized communities, and urban commercial districts, they are denoted by a primary street serving as a focal point for shops and retailers in the central business district. Main Street towns and cities serve as a nexus of neighborhood life, with high pedestrian volumes, frequent parking turnover, growing alternative mode connections, and a diversity of users vying for limited space.



3.1 Administration and Code (AC)

AC-1: Continue and Formalize the Parking Advisory Committee

Action Statement

Formalize the Parking Advisory Committee (PAC) as a recognized group to meet and provide input on parking issues facing Downtown The Dalles. The Committee should continue to meet quarterly and be representative of the different user groups within downtown (i.e., business owners, employees, and residents).

Strategy Description

Active participation by those affected guarantees an understanding of, and consensus building on, parking management solutions and trigger points for decision-making. This is best accomplished through an established advisory committee (or PAC) that reviews performance, serves as a sounding board for issues, and acts as a liaison to the broader stakeholder community.

The City of The Dalles has taken an active role in listening to different voices within the community on parking management issues. To this end, the PAC should continue to meet and be representative of the different needs downtown as this area continues to see development and may need more parking management tools to manage the parking supply over time. By having a process through which a representative cross-section of downtown interests *routinely* assists in the review and implementation of this and future planning efforts, the final products will be stronger. This effort could be coordinated through a partnership with the The Dalles Area Chamber of Commerce.

The action strategies outlined in this document provide the basis of a work plan for the PAC to build upon.

Implementation Timeframe

Immediate

- Identify and recruit additional members (as needed) from affected user groups downtown (e.g., retail, office, residential, property owners/managers, associations, and agencies).
- Schedule regular meetings to advocate for, shepherd, track, and communicate the plan.

Short-term

- Establish business-to-business outreach.
- Assess plan progress.
- Facilitate data collection efforts.
- Provide advisory input to the City Council.
- Determine and implement action items.

Mid- to Long-term

- Coordinate communications with broader and affected communities.
- Over time, the PAC could evolve into a formal advisory committee to the City Council on downtown parking issues.

Relative Effectiveness

- Essential to the effectiveness of the parking system

Estimated Costs

- \$ There should be minimal costs associated with this strategy other than staff time required for coordination, necessary policy, and/or code changes.

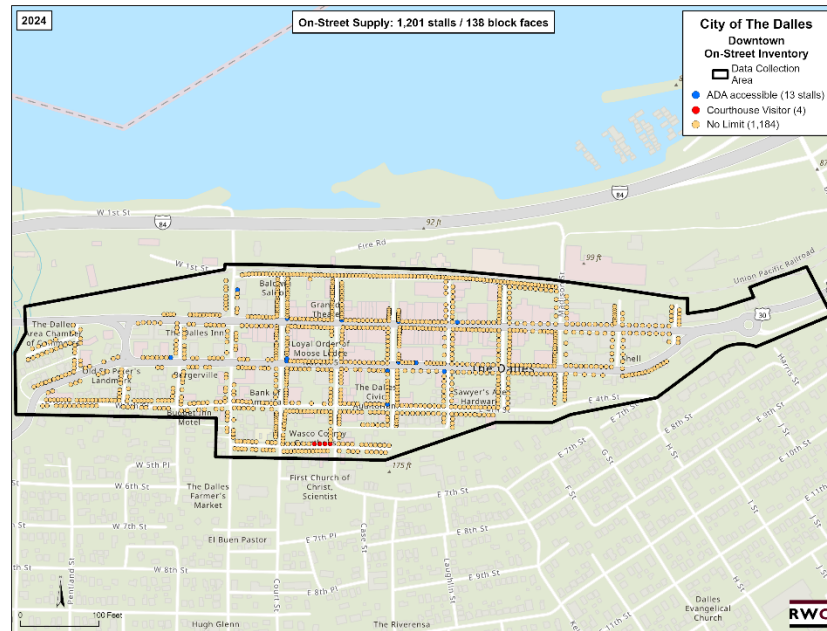
AC-2: Define and Formalize the Downtown Parking Management District (DPMD)

Action Statement

Define and formalize the *Downtown Parking Management District (DPMD)* boundary to focus and guide parking strategy implementation in the Downtown, updating The Dalles Municipal Code (TDMC), Article 6.08.010.

Strategy Description

Parking best practices suggest that “parking management districts” reflect the unique zoning and character of an area. Currently, the Downtown Parking District is defined by TDMC 6.08.010. With this recent work, reestablishing the Parking Management District for the Downtown (figure to the right) formalizes the City's intent to recognize the unique qualities and access issues in this larger distinct area. By doing so, the parking management tools outlined in this report can be consistently and uniformly applied to the on- and off-street public parking supplies in this defined area. The Exhibit A reference currently described in 6.08.010 should be replaced with the new boundary (as shown above).



Additional consideration should be given to revising the language TDMC 6.08.020 Prohibited Parking to reference the Downtown Parking Management District instead of the Central Business Zone Boundary.

Implementation Timeframe

Immediate Term

- Review and finalize boundary definitions.
- Complete internal city presentations.
- City Council approval of language changes to 6.08.010 “Downtown Parking Management District.”
- Coordinate implementation with **Strategy AC-3**.

Mid- to Long-Term

- Review boundary periodically to account for new land use activities adjacent to the DPMD which might suggest boundary modification(s). This can be facilitated through data collection efforts of **Strategy AC-4**.

Relative Effectiveness

- Essential to the effectiveness of the parking system

Estimated Costs

- \$ No additional cost other than existing staff time and discussion/input with the PAC.



AC-3: Update Shared-Use Parking Code Guidelines

Action Statement

Review and revise, as necessary, the City’s parking development code standards (i.e., TDMC, Chapter 10.7.020.060 ‘Shared Parking’) to ensure that existing parking can be used for both accessory and non-accessory parking access and that new parking built does not impose any unintended accessory restrictions on the use and operations of parking built. Similarly, clarify in the code that existing parking facilities in the downtown can share parking with new development and with existing non-accessory uses/users.² This will ensure that the parking code both informs and facilitates shared parking.

Strategy Description

The current code for off-street parking outlines minimum parking requirements to be met for land use approval. The addition of language encouraging the sharing of parking supplies between existing and new land uses in private off-street parking facilities in the downtown would further clarify that private off-street parking can be truly shared amongst different users. Though some organic shared-use agreements may be in place, it was not clear whether they are allowed by City code. For instance, can an owner of an existing lot provide or sell/lease unused parking to general users of the downtown? Could that owner begin charging for parking on evenings and weekends for accessory and non-accessory users? Code language related to how existing parking can be used to serve existing or new uses is not clear and should be clarified in TDMC 10.7.020.060.

The City and stakeholders indicate that they favor greater shared use of off-street parking, “maximizing parking already built,” and encouraging efficient design and development of new parking. This strategy may simply be a housekeeping exercise to ensure that shared use for existing and new parking supplies is clearly allowed and communicated.

Implementation Timeframe

Immediate-Term

- Initiate code review
- Complete internal City review and presentations of recommended code revisions

Short-Term

- Public process and City Council adoption
- Publish code amendments

Relative Effectiveness

- Very effective. Creates integration of policy in code.

Estimated Costs

- \$ There should be minimal costs associated with this strategy other than staff time required for necessary policy or code changes.

² Accessory parking is usually defined in municipal codes as parking associated with a specific development that is reserved for the use of the customers, residents, employees, students and/or visitors associated with the development. Non-accessory users are generally defined as a user that is not directly accessing a lot or garage associated with a specific use. Non-accessory parking and users are sometimes defined as general access sites or users. Though nuanced, the distinction in many city codes is that there are policies encouraging shared use parking, but codes that technically do not allow it (as the conditions of use on a parking facility are accessory). Cleaning these definitions up in policy and code assure that barriers to shared use are removed.



AC-4: Establish a Data Collection Schedule

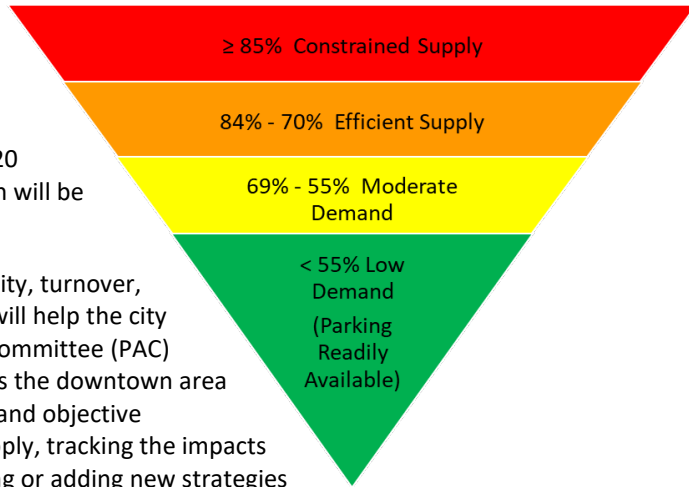
Action Statement

Use data to monitor and assess parking trends in downtown and to identify surpluses and deficits of parking. Use data to inform objective and strategic decision-making.

Strategy Description

Prior to the 2024 data collection effort, data was last collected in 2005. Parking behaviors, land use development, and industry best practices have changed and evolved over the last approximately 20 years. Therefore keeping current on data collection will be an important element to maintain.

Objective, up-to-date data on occupancy, seasonality, turnover, duration of stay, patterns of use, and compliance will help the city and stakeholders, including the Parking Advisory Committee (PAC) (**Strategy AC-1**), make better-informed decisions as the downtown area grows. Routinely refreshed data provides a sound and objective reference point for assessments of the parking supply, tracking the impacts of strategies outlined in this document, and revising or adding new strategies in the future.



The system for supplementing the growing library of data does not need to be elaborate. However, it should be consistent, routine, and structured to answer relevant questions about the metrics listed above. Data can be collected in samples, and other measures of success can be gathered through third-party or volunteer processes. It is recommended that updates occur no less than every three years.

Implementation Timeframe

Mid- to Long-term

- Determine a routine schedule and timeline for implementation no less than every three years.
- Conduct routine turnover and occupancy surveys of the on- and off-street facilities in the Downtown study area.
 - Replicate the 2024 study boundary to ensure accurate data comparisons.
- The PAC can use this data to inform ongoing decisions objectively.

Relative Effectiveness

- Very effective. Ensures data refresh, documenting plan progress and objectively informs decision-making and strategy implementation.

Estimated Costs

\$\$ The estimated cost of a data inventory and turnover/occupancy study would range from \$30,000 to \$35,000 if conducted by a third party. Costs can be minimized in subsequent surveys using the inventory and database developed for the first effort and sampling and using volunteers to collect data.



3.2 Parking Management (PM)

PM-1: Formalize Guiding Principles for Parking

Action Statement

Formalize the Guiding Principles established by the Parking Advisory Committee (PAC) as policies for the management of parking in downtown The Dalles’ new parking management district.

Strategy Description

Guiding Principles for parking management are based on the premise that growth in the Downtown will require an integrated and comprehensive package of strategies to respond to growth, maintain balance and efficiency within the access system, and establish clear priorities necessary to "get the right vehicle to the right parking stall." Without clear and consensus priorities, it is much more difficult to initiate solutions requiring changes to the parking system (and the status quo) and form partnerships between stakeholders that facilitate success.

It is recommended that City staff work with the PAC (**Strategy AC-1**) to formalize the agreed-upon Guiding Principles established during this process, which outline the consensus community parking priorities and desired outcomes for the management of parking in the Downtown Parking Management District (DPMD). City Council should formally approve the PAC’s recommended principles within appropriate policy documents that define the City’s role in parking management (e.g., code, Comprehensive Plan, Transportation System Plan, etc.). Overall, parking management practices and code requirements related to parking should be highly supportive of desired development and not be a barrier to small and locally-owned businesses.

Many cities formalize their Guiding Principles within a parking element of their Transportation Systems or Comprehensive Plans.³ Others include Guiding Principles as a policy element within their municipal codes.⁴ A simpler route that other cities have taken is to formally approve Guiding Principles as elements within an approved Parking Management Plan, like this report.⁵

Implementation Timeframe

Immediate to Short-Term

- Through City staff, forward the PAC’s recommendation to formalize the Guiding Principles with City Council within City documents most applicable to The Dalles’ policy processes.

Relative Effectiveness

- Very effective. Creates a policy/priority foundation against which decision-making can be framed.

Estimated Costs

- ⌘ There should be minimal costs associated with this strategy other than the staff time required to shepherd the established PAC’s desired outcomes for parking and facilitate priority setting for “getting the right car to the right stall.”

³ Examples: Bend, OR and Redmond, WA

⁴ Example: Portland OR includes their Guiding Principles as policy elements within Title 33.510 of their code.

⁵ Examples: McMinnville, OR and Olympia, WA

PM-2: Stripe Downtown Commercial On-street Parking Stalls

Action Statement

All on-street parking on *commercial* streets should be clearly striped. This will create better order and convenience for users.

Strategy Description

The Dalles has done a good job striping many of the on-street angled commercial streets Downtown. This recommendation is to build upon this effort and continue to extend the striping throughout all commercial streets downtown, including the parallel stalls along 2nd and 3rd Streets.

Effective striping will communicate “you can park here,” reduce incidents of damage to vehicles, and facilitate compliance. Striping enhances the user experience by creating a sense of order and safety in the on-street parking environment. It can also improve the overall capacity of the supply.

Simple “T”s can be painted to give users a quick visual queue of stall locations. This effort would benefit from the input of the Parking Advisory Committee (**Strategy AC-1**). It should be done in coordination with any signage associated with time limits in the downtown (**Strategy PM-3**).

Implementation Timeframe

Short-Term

- Identify areas of needed improvement.

Short to Mid-Term

- Stripe all on-street commercial zoned areas where customer parking is allowed.

Long-Term

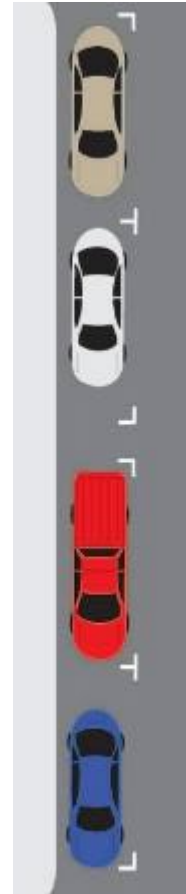
- Update and refresh, as necessary, to ensure an ongoing level of quality and visibility.

Relative Effectiveness

- Very effective. Communicates “you can park here,” creates order and enhances safety.

Estimated Costs

- \$\$ In a previous study conducted for Prineville, Oregon, the city estimated it spends \$215 per block face to stripe parallel parking in its downtown (see striping pattern, in-set graphic above right). Using this estimate, a budget of \$33,325 for on-street stripe upgrades and maintenance would accommodate about 155 total typical city block faces. If striping were initially limited to the Downtown High Occupancy Node described in Strategy PM 3 (42 block faces), the cost would be approximately \$9,030. This budget is likely to decrease as routine maintenance is implemented.



Simple format for on-street striping

PM-3: Consider Transitioning to Time-Limited On-street Parking Downtown, starting in the High-Occupancy Node Downtown

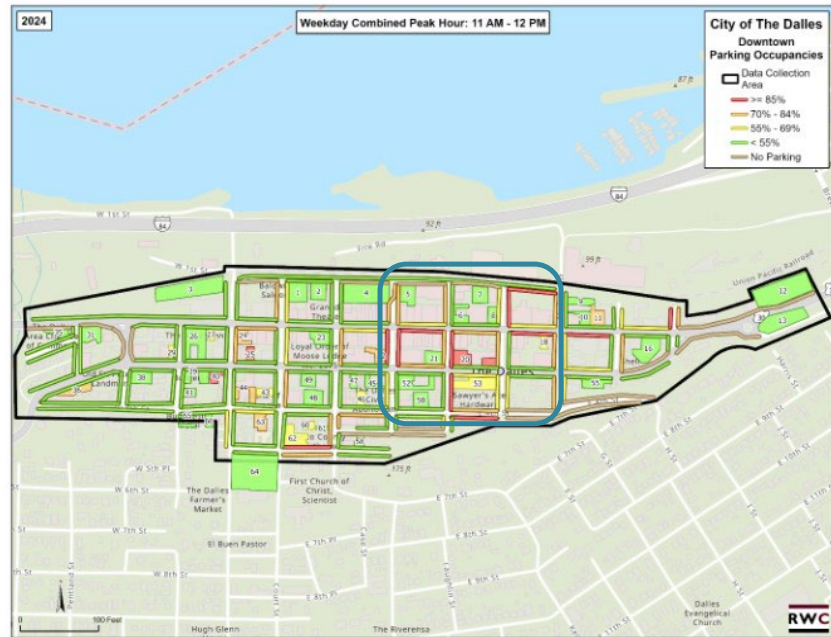
Action Statement

Strategically implement on-street time-limited parking management in high-use occupancy areas within downtown. Continue to transition existing No Limit parking outside the High Occupancy Node as new data updates warrant.

Strategy Description

The amount of No Limit, unregulated on-street parking in downtown The Dalles (98% of stalls) is unusual for a downtown striving to support high-volume visitor activity in its commercial center.

As demand for parking grows, time-limited on-street parking (e.g., 2- or 3-hour parking) can benefit and protect short-term visitor access in areas with constrained parking demand. The high percentage of such stalls encourages all-day use of the on-street system by employees and residents.



In the data collection area (graphic above), 1,172 of the 1,190 on-street stalls are signed No Limit. Again, this is extremely high for a street-level commercial focus like downtown. This small “sub-zone” (denoted by the blue rectangle) has the highest concentration of constrained on-street block faces on the weekday, with 12 block faces constrained during the peak hour (colored red), suggesting potential conflicts with visitors seeking proximate access to popular downtown destinations.⁶

In coordination with **Strategy AC-2** (Define Downtown Parking Management District) and **Strategy AC-4** (Establish Data Collection Schedule), actions to reduce the total number of No Limit stalls within the downtown should be considered, especially on block faces zoned commercial and abutting street-level businesses.⁷ Implementation of time limits should start within the sub-zone represented in the graphic right above.

Implementation Timeframe

Mid-Term

- Begin discussion with the Parking Advisory Committee (PAC) on transitioning No Limit parking in the high-occupancy node with 2 or 3-hour parking (approximately 381 stalls). Points of discussion and agreement would be:

⁶ The blue boxed area is bounded by E. 1st Street (north), E. 4th Street (south), Federal Street (west), and Madison Street (east). This 12 block area is comprised of 381 on-street stalls. nine of the 42 block faces (21%) are constrained at 85% or greater.

⁷ Whether choosing 2 or 3-hour time limits would be a discussion for the PAC. Based on 2024 data, the average on-street length of stay is 2 hours and 41 minutes on the weekday and 2 hours and 36 minutes on the weekend. To minimize conflicts, 3-hour stays may be the most appropriate.



- Selected time limit designations (2-hour or 3-hour).⁸
- Triggers/thresholds for initiating time limits.

Mid-Term to Long-Term

- Review new data on downtown occupancies and constraints based on information from **Strategy AC-4** data collection refresh.
- Use future data to determine, if warranted, the initiation of time-limited parking in areas of downtown outside the high occupancy zone.⁹
- Coordinate signage with **Strategy CO-1**, new city parking brand/logo.

Relative Effectiveness

- Effective. Establishes consensus on the issue of on-street time limits as well as triggers and thresholds that facilitate strategic decision-making based on community input and objective data. Establishing time limits in high-demand areas also reduces conflicts between priority users and employees.

Estimated Costs

- § Based on information from other cities, the estimated per unit cost for time-limit signage upgrades in The Dalles is \$10,500, assuming 42 total block faces and 381 parking stalls. This assumes just the high occupancy node described above):
 - A standard signage package consists of two poles with blade signs per block face, one at each end of the block with arrows pointing inward.
 - Pole unit cost = \$470
 - Blade sign unit cost = \$30
 - Unit cost for poles includes hole boring

⁸ 2023 data indicates the average Downtown on-street time stay to be 2 hours and 11 minutes. This average would include non-visitor visits, based on findings that estimate 12% of all on-street visits result in stays of 5 or more hours.

⁹ The long-term goal of this strategy would be a gradual transition of all on-street stalls, located on commercial zoned block faces, to transition to time-limited use.

PM-4: Assess ADA Locations and Compliance

Action Statement

Confirm that all off-street parking facilities in the city or public ownership comply with ADA parking requirements. In addition, new federal guidelines for the provision of ADA parking stalls within municipal on-street parking systems have been developed recently. If and when on-street parking is either metered or designated by signs or pavement markings, a minimum of 4% of the total on-street parking supply is required to be accessible parking (ADA).¹⁰

Strategy Description

All city-owned off-street facilities should be evaluated for compliance with ADA parking requirements to avoid any potential fees, fines, or judgments related to non-compliance with ADA regulations. Upgrades and improvements should then be made as necessary. This may require additional designated ADA stalls depending on the facility's size, slope, access route planning, signage, and number of stalls. Additional information can be found at:

https://www.ada.gov/restriping_parking/restriping2015.html.

This strategy should be coordinated with **Strategy PM-3** and **Strategy PM-4**, as the new signage and striping of this high-demand area would trigger 4% of the on-street supply to be designated as ADA stalls.

Implementation Timeframe

Mid-Term

- Assess current compliance with federal and state requirements for ADA parking.

Long-Term

- Implement necessary improvement as funding allows.

Relative Effectiveness

- Effective. Ensures ADA stalls meet compliance standards and provides convenient ADA access to those needing these types of stalls.

Estimated Costs

- \$ Costs associated with this strategy are related to painting, signage, and maintenance of any new ADA-compliant stalls in the on and off-street supplies. Costs should be low but undetermined at this time, pending a lot-by-lot assessment.



Example: ADA compliant striping (surface lot)

¹⁰ This provision applies when the total number of metered or designated parking spaces is over 201 stalls. For more information, refer to: <https://www.federalregister.gov/documents/2023/08/08/2023-16149/accessibility-guidelines-for-pedestrian-facilities-in-the-public-right-of-way>.

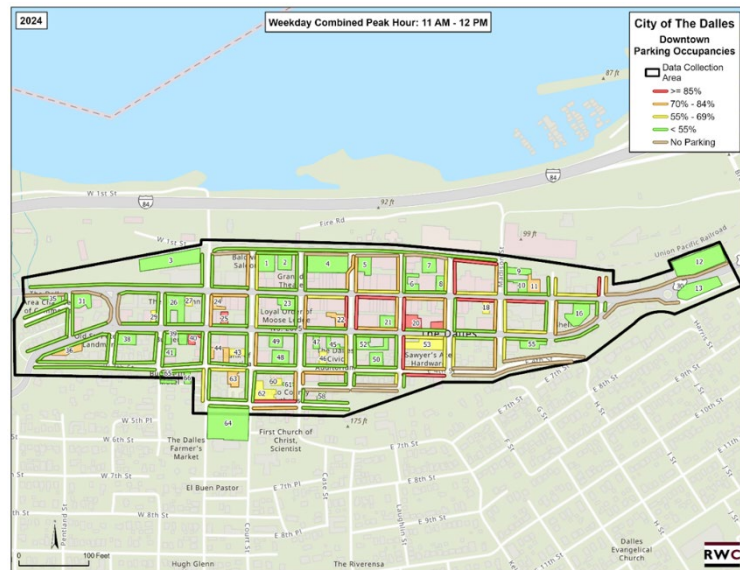
PM-5: Identify and Pursue Off-street Shared-Use Opportunities

Action Statement

Identify off-street shared-use opportunities based on data from the 2024 off-street parking occupancy. Establish goals for transitioning employees to off-street parking, begin outreach to opportunity sites, negotiate agreements, and assign employees to facilities.

Strategy Description

Most off-street parking in downtown is in privately owned surface lots (88% of the supply). The 2024 data collection found significant surpluses in the off-street supply, with over 800 and 950 off-street stalls empty at the weekday and Saturday peak hours, respectively. As the figure at right demonstrates, empty off-street parking (green-shaded sites) can be found anywhere throughout the downtown study area. Current levels of low demand in off-street lots are an untapped resource for “getting the right parker to the right stall”—in this case, transitioning employees (and possibly downtown residents) to off-street facilities—and absorbing new demand.



Implementation Timeframe

Immediate-Term

- Use 2024 occupancy data to identify facilities that could serve as reasonable shared-use opportunity sites. Criteria could include proximity to employers, a meaningful supply of empty stalls (e.g., lots with 15 or more empty stalls in the peak hour), pedestrian/bike connectivity, walking distance/time, safety and security issues, or other factors.

Short-Term

- Based on the above, develop a short list of opportunity sites and identify owners.
- Initiate outreach to owners of private lots.
- Negotiate shared-use agreements.

Mid- to Long-Term

- Obtain agreements from downtown businesses to participate and assign stalls to affected employees.
- Implement an ongoing program. Continue to seek out shared-use sites with updated occupancy data (Strategy AC-3).



Relative Effectiveness

- Essential to the effectiveness of the parking system. The City cannot expect all future parking demands (visitor and employee) will be served on-street. Existing off-street resources are the most cost-effective solutions to short and mid-term growth.

Estimated Costs

- \$ Costs associated with this strategy would be in efforts using existing staff and/or partnerships with the Parking Advisory Committee (PAC) and local business partners (e.g., The Dalles Area Chamber of Commerce) to identify opportunity sites and conduct outreach to potential private sector participants. The City may determine that funds are needed to create incentives and/or improve the condition of facilities and connections.

PM-6: Assess Public Off-Street Parking Safety Standards

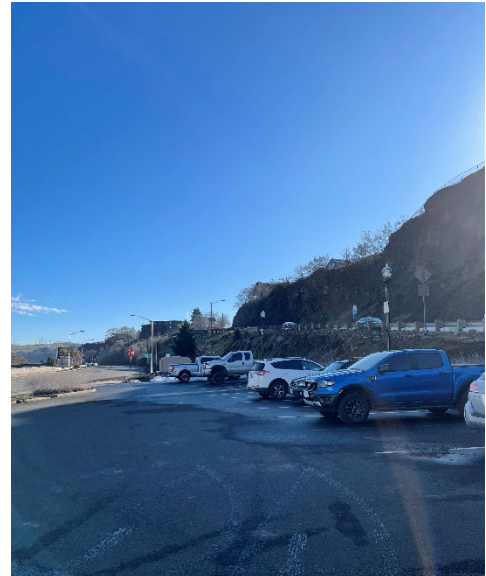
Action Statement

Improve the safety standards of the four public off-street parking facilities to encourage long-term off-street parking use.

Strategy Description

Two of the four public off-street parking lots along E. 1st Street are conveniently located near the core of downtown The Dalles. The lots are well-striped, and contain medians with plantings with easy access to E. 2nd Street. As noted in the Data Summary Report, the occupancies of the public off-street lots are low and demonstrate the ability to absorb additional demand. In addition, PAC members voiced their concern that the lots feel unsafe, and consequently, users tend to avoid parking there, especially overnight. This creates an inefficient off-street parking environment.

The addition of lighting and additional enforcement, as well as simple parking signage indicating that the facilities are monitored, would likely mitigate parking fears and lead to a more efficient off-street parking environment. Further, a more ordered parking environment leads to a safer pedestrian environment.



Off-street parking in The Dalles

Implementation Timeframe

Short-Term

- Evaluate potential lighting improvements and parking signage to improve off-street parking in the public off-street lots. Confer with the City Traffic Engineer on efficiency and safety design options.
- Coordinate this evaluation with enforcement efforts in **Strategy PM-8**.

Short to Medium-Term

- Price/cost potential improvements.

Long-Term

- Implement improvements.

Relative Effectiveness

- Effective. Improves safety and understandability of public off-street parking lots.

Estimated Costs

Ⓢ-ⓈⓈⓈ Unknown at this time.



PM-7: Initiate Regular Review of Citation Fees

Action Statement

Initiate regular review of the parking citation fees in accordance with the penalties defined in 6.08.050.

Strategy Description

The parking penalties for on-street parking within the current downtown Parking District are outlined in The Dalles Municipal Code (TDMC), Article 6.08.050, and relate to prohibited parking of employees, employers, and residential parking. The fines range from \$20.00 to up to \$100.00 depending on the number of convictions.

As The Dalles moves to employ more parking management tools, regular citation reviews will be a part of routine enforcement measures. Citations rates should be calibrated to enforcement expenses, and not revenue driven. To this end, a consistent review of the citations should be examined as the downtown continues to develop. Also, keeping track of citation fees in other comparable cities is a useful tool for developing a sense of where The Dalles is in relation to other municipalities. Strategies such as **PM-2**, **PM-3**, and **PM-4** all include changes to the on-street parking supply, so a more robust citation rate schedule may need to be developed.

Implementation Timeframe

Short-Term

- Begin conversations about citation fees with the Parking Advisory Committee (PAC); discuss opportunities and challenges, as well as review similar-sized cities' citation rates to gain an understanding of their rates and procedures.
- Coordinate this evaluation with short-term efforts in **Strategy AC-3** (redefining and formalizing the Parking Management District) and **Strategy PM-3** (Time-Limited on-street parking).

Mid-Term

- Review and determine necessary enforcement changes to implement in coordination with **PM-9**.

Relative Effectiveness

- Very Effective. Enforcement and correlated citation rates create a climate of compliance to encourage downtown short-term parking for visitors and customers.

Estimated Costs

- \$ Staff and PAC time primarily.

PM-8: Initiate Reasonable Future Enforcement

Action Statement

With the formal redefined Downtown Parking Management Districts (**PM-1**) and the transition to Time-Limited Parking in the Downtown High-Occupancy Node (**PM-3**), periodic enforcement can be initiated downtown. Partner with the Parking Advisory Committee (PAC) (**AC-1**) in oversight and enforcement coordination. Consider using a third-party contractor if no local resources/capacity exists.

Strategy Description

The success of any parking system begins with enforcement. Encouraging turnover and mitigating conflicts between customers/visitors and employees is difficult without a reasonable level of enforcement. If The Dalles pursues a strategy of time-limiting parking in the Downtown, it will be critical that users perceive “the rules of parking downtown” as being fairly and uniformly enforced.

Implementing enforcement will require:

- Engagement of enforcement staff could be an in-house position established by the City or a contract with a third-party vendor.¹¹ The potential to coordinate an “ambassadorial” partnership with The Dalles’ Chamber of Commerce could also be explored.¹²
- Public outreach and education regarding the parking plan and the benefits of enforcement to a successful and vital downtown will be essential. The PAC and the Chamber should become more prominent in coordinating with downtown business owners and sharing information regarding parking in the downtown (beginning with the Downtown Core area).
- Special attention should be paid to educating employers, employees, and downtown residents about prohibited on-street parking as outlined in The Dalles Municipal Code (TDMC), Article 6.08.020.



Parking enforcement in Bellevue, Washington

Enforcement costs can be minimized through a third-party contract instead of using a City code enforcement officer. The Dalles may want to use an approach that allocates a specific number of hours each week (e.g., 15 - 20 hours) that would be deployed randomly over the course of an enforcement week. The cities of Hood River, Oregon, and Leavenworth, Washington, use this approach effectively. In Hood River, the enforcement officer varies the days and hours of enforcement each week and provides enforcement on one Saturday per month. In this manner, these smaller cities have limited enforcement to a less than full-time position while maximizing coverage and compliance through the random nature of the deployment. In most cities, enforcement covers its operation costs through citation fees.

Implementation Timeframe

As noted above, this recommendation should be implemented following the completion of **Strategies PM-1 and PM-3**.

¹¹ An example of a third-party enforcement program is in place in Bend, Oregon. The City of Bend contracts with Diamond Parking to provide all on-street enforcement and compliance activities in its downtown parking management district.

¹² The City of Albany, Oregon provides parking management services to its downtown through a relationship with the Downtown Albany Association (ADA). The ADA manages the downtown "ParkWise" program, which provides day-to-day management of City-owned off-street facilities, centralizes off-street permit sales, and enforces the on-street parking system.



Mid-Term

- Evaluate and implement (as necessary) legal, policy, and code changes for establishing enforcement of time-limited parking downtown.
- Initiate discussions with the PAC regarding the structure and format for enforcement (e.g., in-house, third-party vendor, enforcement hours, etc.).

Long-Term

- Develop an outreach and communications plan for public notification and education.
- Engage enforcement staff.
- Deploy enforcement and ongoing program management.
- Use the parking website (**CO-2**) to communicate enforcement guidelines.

Relative Effectiveness

- Very Effective. Periodic enforcement provides a visual cue that the on-street parking system is being enforced, leading to customer compliance and more efficient use of the on-street parking supply.

Estimated Costs

\$\$-\$\$\$ The cost for this strategy can vary based on the size of the area, frequency of patrol, and whether services are provided in-house or through a third-party enforcement contractor.¹³

¹³ A local model to examine is Bend, Oregon, which provides enforcement services through a third-party vendor.



3.3 Communication and Outreach (CO)

CO-1: Create a New The Dalles Parking Brand

Action Statement

Develop a signage package with a unique logo to integrate the public on and off-street parking system. Install the new signage package consistent with any signage changes associated with potential on-street changes (**Strategy PM-2**), any ADA improvements (**Strategy PM-5**), and wayfinding signage (**Strategy CO-3**).

Strategy Description

Findings from the parking inventory work showed that the parking system signage could use a refresh to create a parking environment that is simple and understandable, supporting a "customer-friendly" access environment.

As the parking system becomes more complex, creating and communicating simple and clear parking information will be key to the long-term success of the downtown. Creating a name, symbol, or design that clearly identifies all public parking and that can be communicated through signage and marketing will create a parking format that is easy to follow for customers and visitors. This brand can then be used on-street, off-street, and, ideally, as part of a wayfinding system (**Strategy CO-3**) throughout the downtown. It can and should be incorporated into marketing and communications efforts, such as promotional and/or wayfinding maps and the City's parking website.

It is recommended that the City create an attractive and recognizable "logo" intended to communicate public parking. For example, a simple stylized "P" could be created and extended throughout the public parking system as the parking brand. This is a very easy and cost-effective approach used by other cities. Examples from Springfield, Oregon, Seattle, Washington, and Sacramento, California, are shown on the right.¹⁴

Implementation Timeframe

Short-Term

- With the Parking Advisory Committee (PAC), develop and create a simple but recognizable logo to be ready for incorporation into the implementation of new signage developed by the City.
- Initiate a survey of all existing parking signage and estimate the number of new signs based on a standard configuration per affected block face.



MORE PARKING. LESS CIRCLING.
DowntownSeattleParking.com



14 The City of Springfield incorporated its city colors into its stylized "P." The Seattle logo was also a simple way to connect users into Seattle's electronic parking guidance system and other parking information available online, creating not just the simple "P" but a byline tag as well. Sacramento's "Find Your Spot" byline also works well with its stylized "P," creating a marker that is workable on and off-street.



Relative Effectiveness

- Very Effective. A simple, straightforward brand becomes a recognizable symbol for all users, reducing frustration, congestion, and idling so that parking becomes easier.

Estimated Costs

- ⌘ A stylized "P" logo/brand could be developed in-house at a very low cost. A contract with a private graphic designer could involve costs of less than \$10,000 for a simple logo/brand.

CO-2: Create City of The Dalles' Parking Website

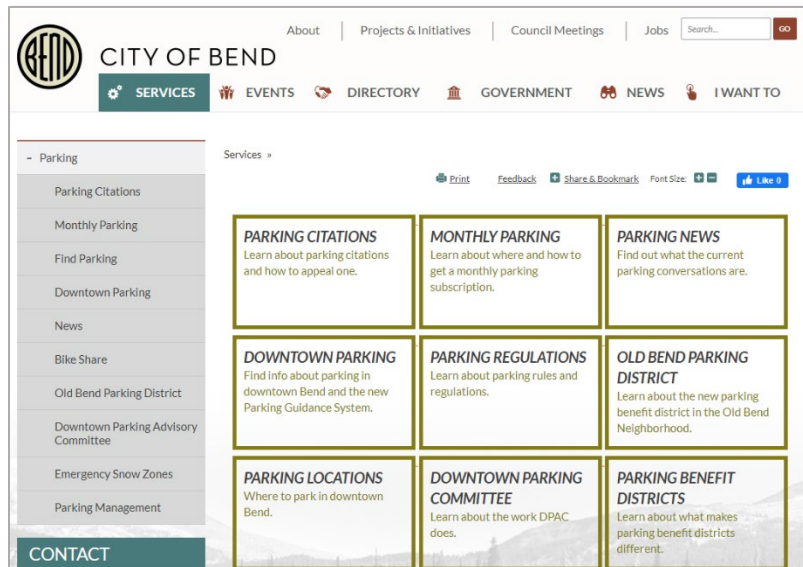
Action Statement

Design and create a standalone parking information website with all current parking information for the City of The Dalles.

Strategy Description

Communication with the public, including locals, visitors, and employees, will be critical to the success of parking management strategies. Parking locations, future time limitations (**Strategy PM-3**), hours of operation, enforcement questions (coordinated with **Strategy PM-9**), connections to transportation options, etc., should be marketed and communicated via a continually updated city website. The more information people have when it comes to parking, the better.

Piggybacking on **Strategy CO-1**, the city's parking logo should be incorporated on the website. As an example, the City of Bend does a good job conveying helpful parking information on its website and links to other inter-related topics.



Website Example: City of Bend, Oregon

Implementation Timeframe

Immediate

- Working with the Parking Advisory Committee (PAC) and City staff to outline and organize key parking elements important for the City's parking website.

Short-Term

- Retain a web designer to design and launch a new City parking website or fold 'Parking' into one of the subtopics within the Community Development Department's webpage.

Ongoing

- Keep website information current as changes to the on- and off-street parking occur.

Relative Effectiveness

- Effective. A website that conveys up-to-date parking information is essential for The Dalles. Not only will it be beneficial to different users (residents, employees, visitors), but it will also provide a place for city staff to point people to for their questions.

Estimated Costs

\$\$ Costs associated with designing and deploying a coordinated and well-maintained webpage can be done in-house, so staff time will be needed to work with the PAC to organize website elements, pages,

hyperlinks, relevant parking policies, code, and past/current planning efforts. If the City elects to bring in a third party to design and/or host the website, the cost will likely increase based on the level(s) of service provided.

CO-3: New Wayfinding Signage

Action Statement

In coordination with a new Parking Brand (**Strategy CO-1**), create and install wayfinding signage to conveniently direct users “to the right spot.”

Strategy Description

A fundamental element of a parking management system is simple, clear signage directing users to their preferred parking options. In coordination with a new Parking Brand (**Strategy CO-1**), it is recommended that wayfinding signage be strategically located at key intersections and entry points to off-street public parking lots. This will allow users in search of longer-stay parking to quickly find those opportunities.

In addition to parking, wayfinding signage can incorporate other elements of travel (walking, biking, etc.) to encourage active transportation as well as key destinations for quick recognition for some. The City of Medford’s Wayfinding Plan (2022)

provides a good example of important elements of wayfinding signage (see image to the right).

<https://www.medfordoregon.gov/Government/Departments/Planning/Wayfinding>



Implementation Timeframe

Mid-Term

- Working with the Parking Advisory Committee and City staff to determine key locations for wayfinding signage.

Long-Term

- Solicit firms to establish wayfinding signage in the public right of way, integrated with the off-street system piggybacking on the newly established parking brand (**Strategy CO-1**).

Ongoing

- Continued maintenance and additional signage installation as needed.



Relative Effectiveness

- Effective. Well-designed, well-recognized, and intuitive wayfinding signage allows for easier parking, especially for new visitors/customers unfamiliar with Downtown The Dalles. Reinforcing the parking brand through recognizable colors, symbols and font will further enhance the wayfinding system.

Estimated Costs

\$\$-\$\$\$ Costs associated with designing and installing wayfinding signage include hiring an outside firm to create an agreed-upon design and then the hard costs of procuring signage materials (sign, pole) as well as installation. The cost could vary depending on the number of signs installed.



4.0 Summary

The Dalles is continuing to develop and growth with the downtown welcoming customers and visitors alike. The City continues to experience growth, with more development forecast for downtown, adding additional parking demand to the on-street supply. With this influx comes some growing pains for the downtown parking system, calling for more focus, coordination, and strategic management. The strategies recommended in this report offer a toolbox of methods that The Dalles can use to manage the parking-related challenges that come with a successful downtown.

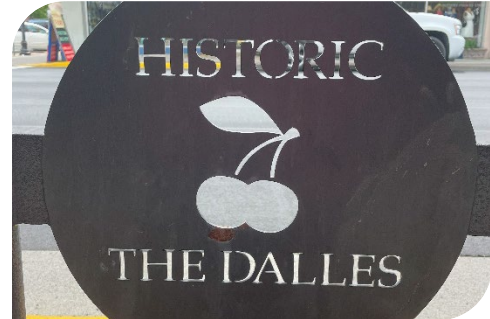
This report recommends parking management strategies that directly address these issues based on data collection, observation, best practices assessments, research, and the Parking Advisory Committee and City staff input. Strategies follow a logical order of implementation, from immediate, near, mid, and long-term, with estimated costs and overall effectiveness. It is hoped that this plan can be implemented as expediently as possible.



5.0 Appendix A - Guiding Principles for Downtown Parking

Introduction

This memorandum outlines a draft set of Guiding Principles for the management of parking in Downtown The Dalles. This preliminary draft was developed based on the input received from the Parking Advisory Committee¹⁵ (PAC) and is intended to elicit comments, discussion, and additional input from the PAC. The goal is to ensure that these proposed Guiding Principles are reflective of the intent, purpose, and priorities of the PAC for managing parking in the downtown.



A final set of Guiding Principles will be confirmed at the second Parking Advisory Committee (PAC) meeting scheduled for June 10, 2024.

Parking Advisory Committee Input

A successful downtown has a clear sense of place and offers an enticing mix of uses and amenities. The role of parking is to support the pursuit of this vision. *People do not come downtown to park*; they come to experience an environment that is unique, active, and diverse. A well-organized and effective parking system makes it safe, easy, and convenient for them to do so. Getting the right parker to the right stall – making a place for each user of downtown – defines a successful parking program.

Desired Outcomes

If parking is to be successful, the parking management plan will need to make the parking system:

- **Convenient and welcoming**
 - Create a parking system that lets users find a convenient space and take advantage of downtown’s walkable environment to connect to stores, restaurants, businesses, and recreational destinations.
- **Well signed and safe**
 - Clearly communicate how and where to find appropriate and available parking; make parking understandable and quickly recognizable.
 - Make it easy for users to park and get to their destination.

¹⁵ April 30, 2024 Parking Advisory Committee Meeting; specific comments that informed the development of each Guiding Principle are shown in blue boxes.

- **Forward-thinking and responsive**
 - Anticipate and respond to increasing demands for access to a growing downtown (downtown is a work in progress).
 - Continue to monitor on and off-street parking levels to adjust to community changes and needs.
- **Cost Effective**
 - Maximize the use of existing parking resources to be financially viable and maintain downtown's character and appeal.
- **Downtown's Unique Character**
 - Ensure parking decisions are supportive of the downtown community.
- **Consensus-based**
 - Agree on priority users for both the on- and off-street supplies.
 - Provide an integrated on- and off-street system that effectively balances priority user access and supports and encourages successful public/private partnerships.
 - Ultimately, the plan will need to have community buy-in and support.

Supporting The Dalles' Unique Character

Downtown The Dalles is a special place. It is the heart of the City and provides a high quality of life to its employees, residents, and visitors. Management of the parking system should reinforce and enhance The Dalles' unique qualities and character. These qualities include:

- Amazing geography/outdoor recreation
- Smaller town/community
- Historic character of The Dalles
- Hub for other smaller communities nearby, serving the 80,000 people who live in and around The Dalles
- Respectful & kind people - 'Salt of the Earth' people here.



Guiding Principles – Elements of Parking Management

The Guiding Principles outlined here are summarized under element categories. The categories reflect input from the PAC related to desired outcomes for parking management while always being mindful of The Dalles' unique character. The intent is to establish a basis for consensus and provide both near- and long-term direction for parking management in downtown. The principles are presented in no particular order or priority. [NOTE: Blue call-out bubbles to the right of each page paraphrase statements made by the PAC members.]



A. Priority Users

- A1) **On-Street System (Downtown):** *The most convenient on-street parking will be managed to prioritize access for customers¹⁶ (the “priority user”).*

The downtown on-street parking system must continue to be formatted in a manner that supports turnover and minimizes conflicts between customers and other users. For the most part, employees and residents should not park on-street downtown, particularly when demand for customer parking is high at the adjacent, street-level land use. However, there is an interest in remaining adaptable based on demand and that visitors’ needs are met. For instance, after 5:00 PM, there is the thought that parking on-street should become more flexible and prioritized for additional users, including downtown residents and employees.

“Prioritize for customers, but the dynamic could change after 5:00 PM.”

- A2) **On-Street System (Residential Neighborhoods around Downtown):** *The most convenient on-street parking in the neighborhood streets around downtown will be managed to prioritize access for residents and their guests.*

The on-street parking system in residential areas abutting the downtown must continue to support the primary residential land use. Currently, there is an understanding that ‘spillover,’ meaning downtown customers and employees parking in these residential areas, is not a problem and will likely not be an issue for several years. As downtown grows, strategies for monitoring potential constraints in adjacent neighborhoods should be implemented to ensure that the priority users of the residential neighborhood streets surrounding the downtown core should be residents and their guests.

“I think residents should have convenient access to their homes.”

- A3) **Off-Street System:** *Off-street parking resources (public and private) should serve a mix of customers and employees. Different lots have different needs, and as the downtown develops and more infill occurs, management of the off-street parking system may need to adapt to constraints and changing needs of the priority users.*

All parking strategies, particularly for employees, should be coordinated with the City’s broader transportation goals and objectives to ensure that users have reasonable options available for access.

¹⁶ Customer is defined here as anyone using businesses downtown by a transient trip – this includes shopping, eating, entertainment, recreating, and visiting downtown amenities. As such, a customer can be a shopper, tourist or local resident visiting the downtown.



- Public Off-Street:** Priority users for the public off-street system may vary by location and demand, with off-street parking in high-demand areas prioritizing the customer/visitor and in areas of lower demand, serving additional users (i.e., employees and/or residents). The parking system, both on and off-street, should be managed holistically for optimal use, allowing for flexibility as The Dalles grows.
- Private Off-Street:** Individual owners of private off-street parking should decide who they prioritize for parking. Therefore, private off-street parking may prioritize employees, customers, or a mix of both.

“Depends on the location and the demand.”

“I don’t like my employees parking in our off-street lot. It should be for customers”

B. Active Capacity Management

B1) **Optimize Utilization:** *Manage the public parking system using the 85% Occupancy Standard to guide decision-making.*

The 85% Rule is a best practices operating principle for coordinating parking supply. When occupancies routinely reach 85% during peak periods, more intensive and targeted parking management strategies are called for to assist priority users in finding available parking. The 85% Rule will facilitate reasonable and data-driven decisions regarding time stays, enforcement, and other practices related to capacity management. Changes to the status quo can be difficult, but continued constraints in parking and access will adversely impact the downtown’s success and ability to attract and absorb growth.

“A balanced program that addresses everyone. Well thought out.”

B2) **Shared Off-Street Parking:** *Encourage shared parking in areas where parking is underutilized within the downtown. This will require an active partnership with owners of private parking supplies.*

Shared parking can be an efficient and cost-effective parking management tool. However, getting to shared-use parking agreements on private lots can be a heavy lift. Regardless, using already built surface lots in a flexible manner that allows the property owner to create a profitable, managed off-street parking alternative to the on-street supply provides an additional option for different users (customers, employees, or residents). There is an understanding that there is a housing shortage in The

“A balance of adding units and determining how parking should work (shared, on-street, etc.)”



Dalles and that incentivizing development may require creativity, including allowing for and encouraging shared parking in underutilized off-street facilities.

- B3) **Create Connections to Transit:** *Work with Link to improve transit service and provide a fast, efficient, safe, and cost-effective option for travel downtown.*

Currently, LINK public transit provides bus service seven days a week, connecting The Dalles to Mosier, Dufur, Celilo, and points in between. There are two lines (blue and red) that have multiple stops throughout Downtown The Dalles.

The concept of this principle is to build upon these efforts of LINK and make transit a convenient option for travel to/from downtown. Efficient, reliable transit service can provide all users with more viable options for traveling downtown.

“Incorporate more transit. Car-free tourist. Customer service. For the businesses to thrive and grow.”

C. Information Systems

- C1) **Convenience & Communication:** *Getting the right car in the right stall and building an outreach plan to let people know their parking options in downtown The Dalles through improved parking branding and communication.*

Creating convenience and a balanced approach to parking begins with education and outreach. The Dalles has a wonderful downtown and a hub for many within the area.

As locals and visitors come to live, work, and recreate, a refresh of the parking and transportation communication strategy can help to promote the options available to customers, employees, and residents. Signage could be improved through the use of a common and consistent parking brand (for example, many municipalities use the public parking “P” on the signage system links to the messaging at/within “public” lots). This will increase awareness and understanding of how to access on- and off-street parking resources. A common brand unifies current and future marketing materials, signage systems, and other communications. The purpose is to simplify communications and improve the user experience. All systems should be reliable and easy to use and understand.

“Wherever the dedicated parking is located, it should be safe and convenient.”

- C2) **Monitor & Report Utilization:** *Implement performance measurements and reporting to facilitate decision-making.*

Committing to a routine and objective system of measurement and reporting ensures that data will inform decision-making. Key metrics include occupancy, turnover, average duration of stay, vehicles served per day, commuter mode split, rates of violation, and customer

“Figuring out systems and management programs. A toolbox to select from.”



input. Performance monitoring also provides a basis for routine evaluation of program effectiveness. Accurate and reliable information about parking system performance supports good decision-making and provides transparency for the community.

D. Safety and Accessibility concerns

- D1) **Safety:** *Parking resources and supporting pedestrian infrastructure should be routinely evaluated and reviewed to ensure safety standards are being met for the current use patterns and anticipated future growth. All parking areas should be served by a well-lit, well-maintained, and pleasant walkable pedestrian network that allows users to feel safe and secure en route to their destination.*

The City should routinely assess the role of safety in its multimodal infrastructure. More specifically, in terms of parking and off-street parking facilities, access ways should maintain a minimum ‘clean and safe’ threshold so that the ‘park once’ philosophy can become a reality. Creating safe sightlines, well-lit areas, and ADA-standardized and well-paved sidewalks. With public off-street parking along E. 1st Street and a desire to create more off-street flexibility in parking access, raising the level of safety standards would set a benchmark or example for additional off-street facilities. As Downtown The Dalles continues to grow, creating safe access and parking throughout the City will be critical to integrate within a larger parking and transportation framework.

“City parking lots need to be updated to be safer, with better lighting and patrols at night. More desirable to park in.”

- D2) **Accessibility (ADA):** *The City of The Dalles strives to ensure equitable access for all users, including those who are mobility challenged, creating safe and accessible parking options within the public parking system.*

As federal parking requirements change, now is a perfect time to reassess equitable parking access within the downtown parking system. There is broad consensus that customers, employees, and residents with mobility limitations should be able to come downtown and find dedicated ADA parking in the public on and off-street systems. Routinely reviewing the number, location, and accessibility of parking stalls in a municipality is a sound way that safe parking options are present and all users are accommodated.

“Balanced and accessible where no one really feels put out or frustrated.”

E. Roles and Coordination

- E1) **Primary Role (City of The Dalles):** *The City’s role in managing the public parking system is listed in priority order and includes:*



- Accommodating customer/visitor access downtown.
- Being proactive in mitigating future parking problems or conflicts.
- Thinking holistically about equitable parking access.

Currently, the public parking system is not viewed as problematic for user access, with few significant constraints in the available parking supply. However, access constraints may emerge over time. If and when parking requires a higher level of management, the City should look to fill that role. Until then, there is a sense that education about different parking options and rules for all users will suffice. As The Dalles continues to grow and develop, monitoring and measuring parking access will need to be considered.

“I think it is equilibrium. The City does have a responsibility to mitigate some of the parking.”

E2) **Primary Role (Private Sector):** *Employee parking should be led by the private sector and through partnerships where the City can reasonably participate (financially or programmatically).*

Currently, the City owns four downtown lots that are available to the public. These lots comprise 156 stalls, just 11% of all off-street parking downtown. To this end, the private sector must take a lead role in providing parking for downtown employees. The City can complement the private sector role with surpluses in its supply by providing safe, reliable, and effective non-auto access to downtown. However, the public supply cannot be the sole source of parking for all users.

“As for the employees and residents, it should fall on us. Self-police and set the example by walking a couple of blocks. Takes all of us.”

Additionally, current owners of off-street parking should look to shared use opportunities in underutilized supplies, and businesses and residential managers should play a lead role in working together to educate and direct employees and downtown residents to parking locations that do not conflict with visitor access.

E3) **Stakeholder Support:** *Ensure that a representative body of affected private and public constituents routinely informs decision-making.*

Active participation by those affected by parking strategies helps to build an understanding of the inherent tradeoffs in all parking management decisions. This will be best accomplished through an established PAC that reviews performance metrics, serves as a sounding board for issues, and acts as a liaison to the broader stakeholder community. The current project PAC could transition into this role upon plan implementation.

6.0 Appendix B – Downtown Parking Data Summary

2024



City of The Dalles, Oregon Downtown Parking Data Collection Summary

June 28, 2024 (v2)



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I. Introduction

The purpose of this 2024 Data Summary Report is to derive a comprehensive and detailed understanding of actual use dynamics and access characteristics associated with parking in Downtown The Dalles. Metrics related to occupancy, turnover, duration of stay, and hourly patterns of activity have been compiled for both the on and off-street parking systems. This data can assist the City in near-term decision-making on existing parking, in understanding where parking constraints and surpluses exist, and in determining whether factors such as abuse of time limits adversely affect access.

The demand for parking in Downtown The Dalles is currently low by industry standards. This is true in both the on- and off-street supplies. Data collected indicates that a visitor to the downtown can find on-street parking adjacent to, or within a short, convenient walk to most any desired destination. The current supply provides:

- **Ample surplus space** to which users can be directed, getting the right car to the right space.
- **Capacity to absorb** new visitors, employees, and downtown resident trips.
- **Potential to capture new land uses** on underutilized lots with little risk (in the short to mid-term) to parking access for current and new users attracted to more dense land use.

II. Executive Summary

A. Study Elements

- This report summarizes the findings from a parking utilization (on-street) and occupancy (off-street) effort completed in the downtown for a weekday and Saturday in May 2024.

B. Inventory

- **On-Street:** 1,201 on-street stalls were cataloged in the 2024 study area boundary; all were surveyed/measured (a 100% sample). The most significant finding with the format of the supply is that 99% of the downtown supply is unregulated, No Limit, parking. This is not typical in most Main Street downtowns, where visitor access is prioritized.
- **Off-Street:** 1,398 off-street stalls within 67 lots (public and private) were cataloged within the downtown study area boundary. Of that total, 1,252 stalls on 50 lots were surveyed/measured (an 89% sample).

C. On-Street Findings

- **Demand Profile:** At the weekday peak hour (11 AM), 45% of the 1,201 on-street parking stalls were occupied. At this hour, approximately 661 stalls are empty and available for use on-street. On Saturday (same peak hour), 29% of all stalls are occupied, leaving 848 empty stalls available.
- **Utilization:** The average duration of a vehicle stay ranges from 2 hours 23 minutes (Saturday) to 2 hours 41 minutes (weekday). Turnover on both days falls below the industry target of 5.0 turns per stall per day. The turnover rate is influenced by the high number of vehicles parking for 5 or more hours on the street: 286 vehicles (weekday) and 195 vehicles (Saturday).

- **Constrained Area:** Data indicates that *on-street parking availability* is evenly distributed downtown, providing ample surplus space to which existing or new users could be conveniently directed. Where constraints are identified, ample parking is available within close proximity.

D. Off-Street Findings

- **Demand Profile:** At the weekday peak hour (11 AM), 36% of the 1,252 off-street parking stalls were occupied. At this hour, approximately 801 stalls are empty. On Saturday (same peak hour), 24% of all stalls are occupied, leaving 956 empty stalls available. It is important to note that the majority of unused off-street parking is located in privately owned/managed lots. As with the on-street system, the off-street supply has low demand per industry standards.
- **Constrained Lots:** Few sites measured reached 85% or higher occupancy at the observed peak hour; two on the weekday and one on Saturday. When combined, these lots total 37 stalls on three (3) lots for the weekday (3% of the measured supply) and 135 stalls on one (1) lot for Saturday (11% of the measured supply).

E. Summary

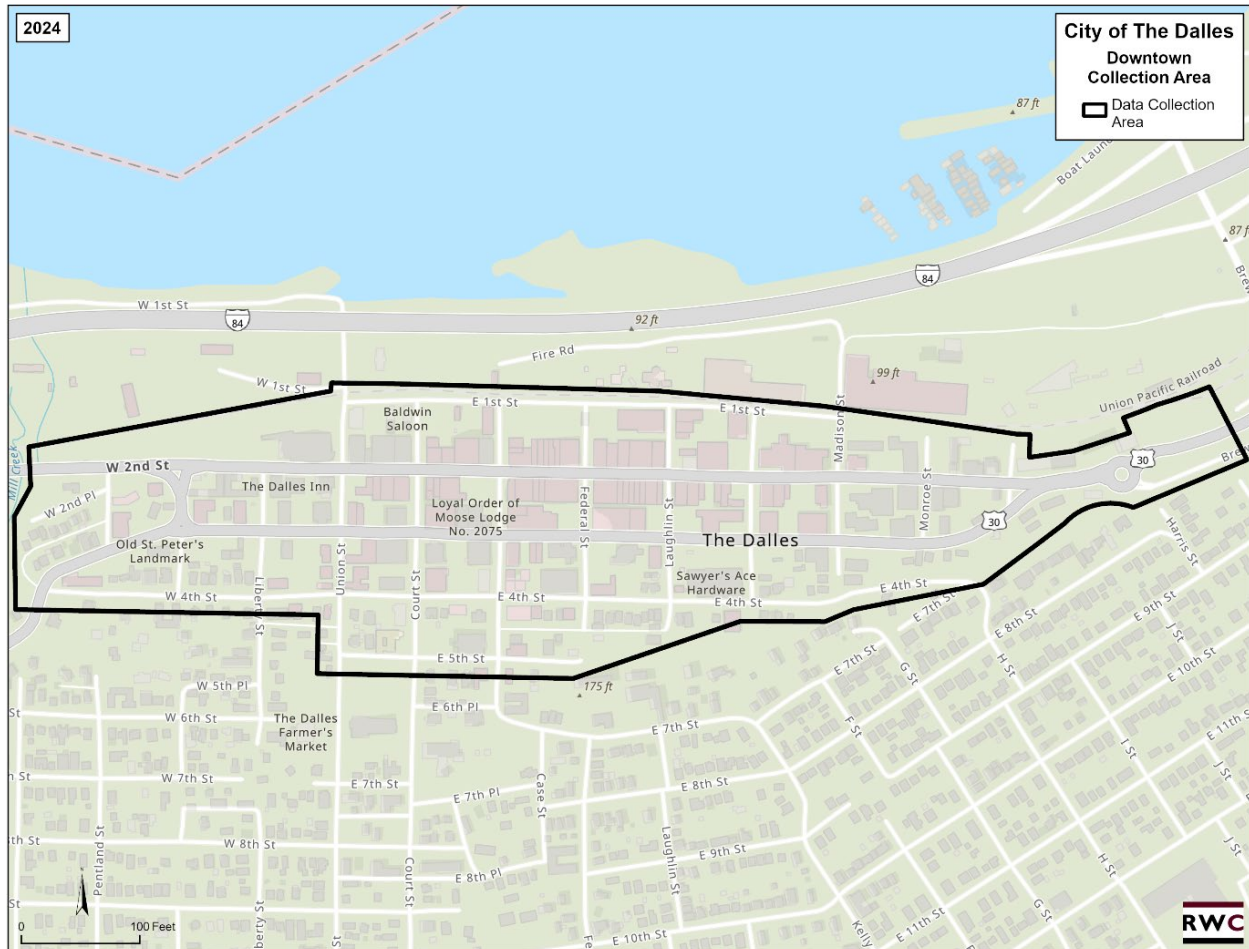
- The City of The Dalles has an adequate supply of parking both on and off-street to meet the needs of regular visitors, customers, downtown residents, and employees downtown.
- Parking is not constrained; with low levels of use for both the on and off-street supplies. Where constraints do occur, there is more than an adequate supply of parking adjacent to the constraint or within a convenient walking distance.
- There is capacity to absorb new visitors, employees, and downtown resident trips.
- There is potential to capture new land uses on underutilized lots with little risk (in the short- to mid-term) to parking access for current and new users attracted to more dense land use.

III. Study Area

The parking inventory study area was determined in conjunction with City staff. It is focused on the downtown and includes both on and off-street parking supplies. The area is generally bounded on the north by E. 1st Street, W. 4th/E. 5th Streets to the south, Mill Creek to the west, and the Roundabout to the east.

Figure A (below) illustrates the study area.

Figure A: Downtown Parking Study Area



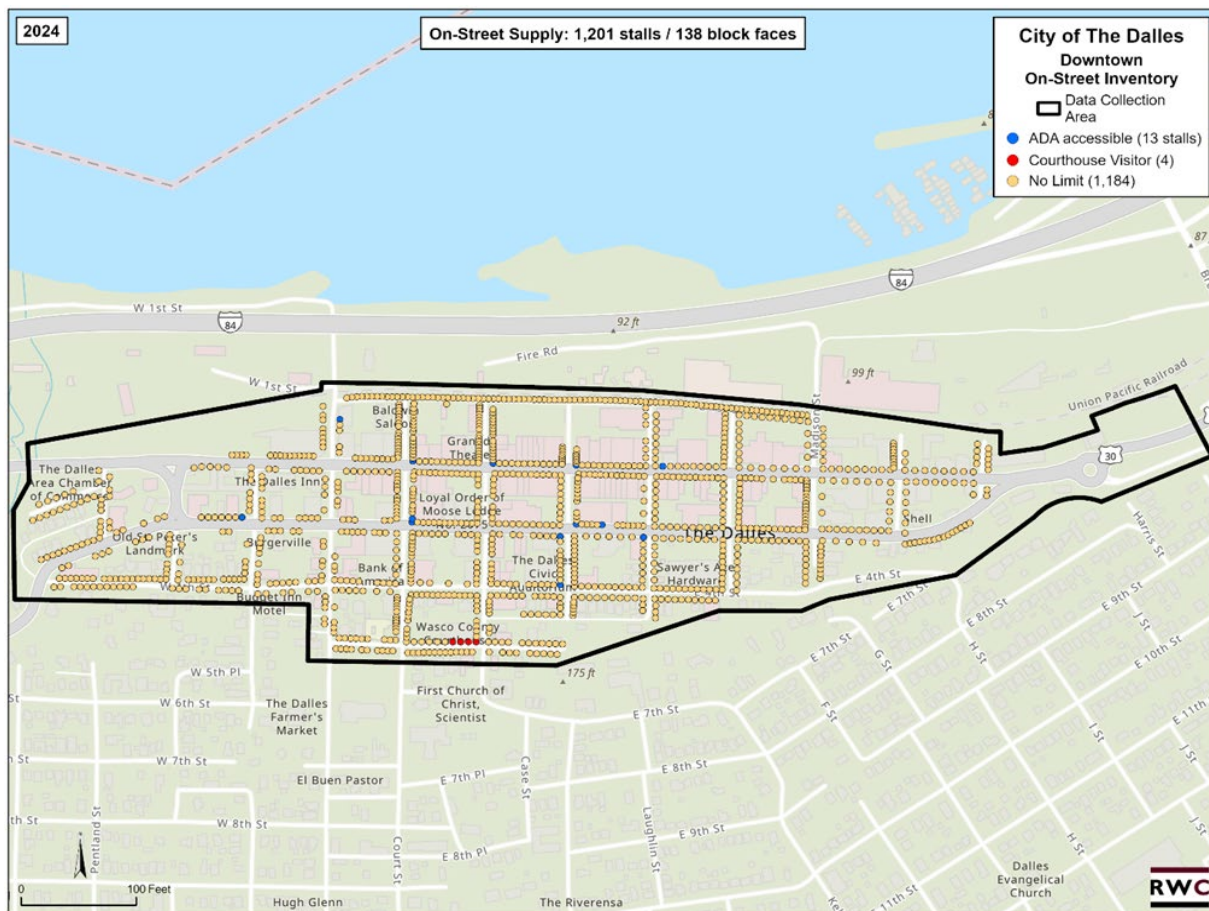
IV. Surveyed Parking Inventory & Data Collection Methodology

A. Assembling the Inventory

The consultant team inventoried the on and off-street parking supply in May of 2024. The inventory consisted of a complete catalog of all parking within the study area. In-field surveyors physically denoted on-street stalls by location (block face) and stall type (e.g., No-Limit, ADA, Courthouse Visitor) and off-street stalls by location, lot size, and use type (e.g., retail, office, mixed-use, etc.).

The total supply of parking within the parking study includes 2,599 parking stalls, of which 1,201(46%) are on-street stalls and 1,398 (54%) are off-street stalls located on 67 unique off-street sites. All inventoried parking is located in a 39-block area comprised of 138 individual block faces where parking is allowed. A map of on-street stalls by type is provided in **Figure B**. A complete and detailed summary of the on and off-street inventory is detailed in the *2024 Parking Inventory Summary* (dated March 2024).¹⁷

Figure B: Parking Inventory by Stall Type



B. Data Collection Methodology

Data was collected on Thursday, May 16, and Saturday, May 18, 2024. These dates were selected in consultation with City staff. The two dates allow for a comparison between a “typical” weekday

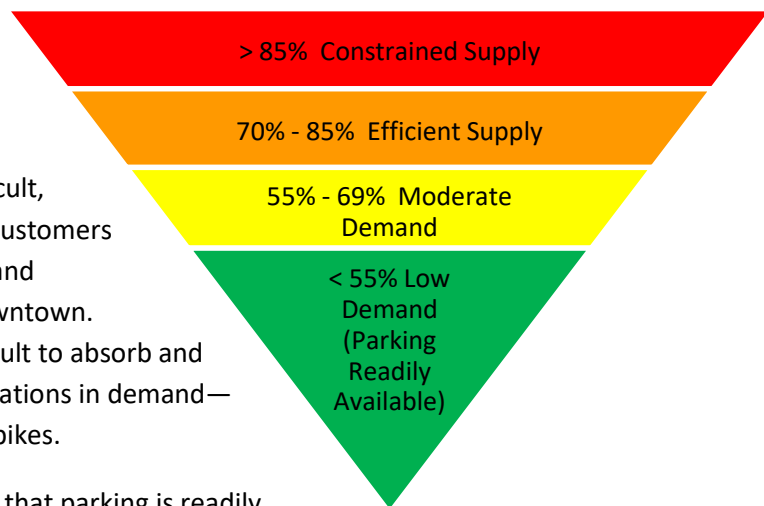
¹⁷ Available from the City of The Dalles.

(Thursday) and Saturday (Saturday). Also, the dates allowed for the collection of data to assess the impacts of school being in session, and observations of weekday activity during a typical late spring day. Thursday and Saturday data were collected hourly from 9:00 AM through 7:00 PM. The weather on both days was a combination of sunny/overcast and mild.

For the on-street system, surveyors recorded license plate numbers every hour on the hour for 10 hours on each of the 138 block faces that allow parking within the study area. For the off-street, surveyors counted vehicles parked in all 50 sampled lots on the same every hour on the hour schedule as used for the on-street system.

V. Measuring Performance

Parking is considered to be constrained when 85% or more of the available supply is routinely occupied during the peak hour. In a constrained system, finding an available spot is difficult, especially for infrequent users such as customers and visitors. This can cause frustration and negatively affect perceptions of the downtown. Continued constraints can make it difficult to absorb and attract new growth or to manage fluctuations in demand—for example, seasonal or event-based spikes.



Occupancy rates of 55% or less indicate that parking is readily available. While availability may be high, this may also indicate a volume of activity inadequate to support active and vital businesses. Occupancy rates between these two thresholds indicate either moderate (55% to 69%) or efficient (70% to 85%) use.

An efficient supply of parking shows active use but little constraint that would create difficulty for users. Industry standards indicate that this level of use/demand supports vital ground-level businesses and business growth, is attractive to potential new users, and is able to respond to routine fluctuations.

RWC’s analysis of parking in The Dalles uses these categories to evaluate the performance of the system.

VI. Characteristics of the On-Street Parking System: Data Findings

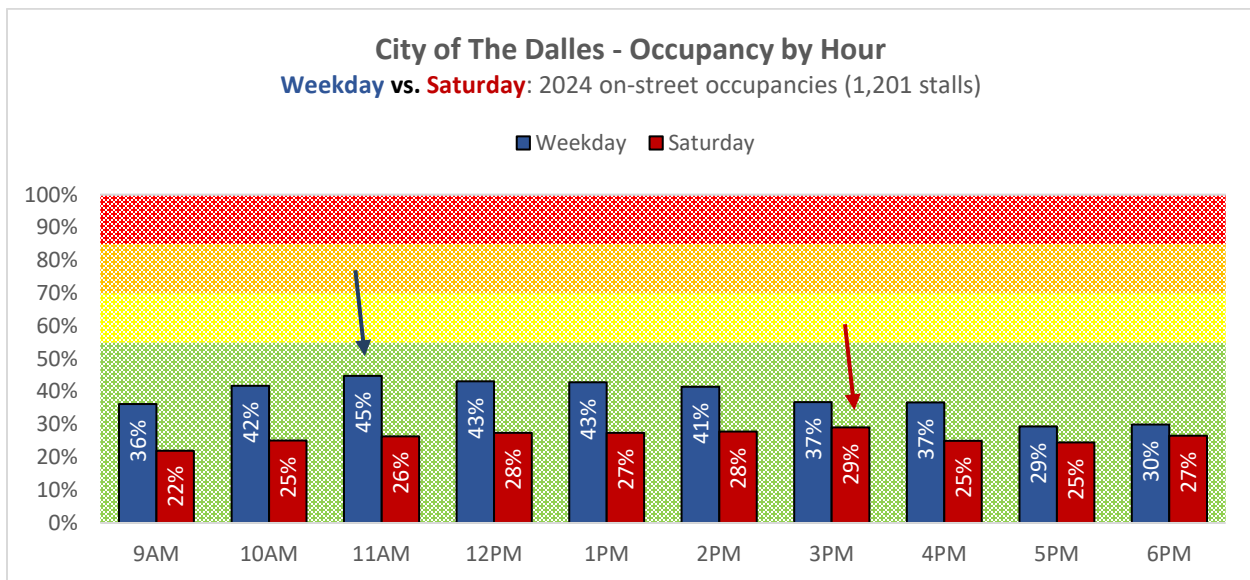
Occupancy by Hour of Day

Figure C provides a comparative hour-by-hour look at parking occupancies on both survey days. As the figure indicates, parking on both days demonstrates a fairly normal bell curve pattern, with declining activity after 2:00 PM. The peak hour for the weekday occurs at 11:00 AM when occupancy reaches 45%. (indicated by the blue arrow).

The peak hour on Saturday is at 3:00 PM when occupancy reaches 29% (indicated by the red arrow). If averaged over the course of the day, the weekday occupancy is 38% compared to 29% on Saturday.

Based on the measures of performance discussed in **Section V**, parking demand is in the low range (green) for both survey days. Overall, empty parking is abundant within the on-street system; *this is consistent throughout the study area.*

Figure C: On-Street Hourly Occupancies (Weekday vs. Saturday)



Utilization by Stall Type

Table 1 below summarizes a number of metrics that include total stalls, peak hours by stall type, peak occupancy, empty stalls, the average duration of stay, and the turnover rate.

Table 2: On-street Parking Summary by Time Stay (Weekday vs. Saturday)

Use Type	Stalls	Peak Hour	Peak Occupancy	Empty Stalls	Average Duration	Turnover Rate
On-Street Supply Studied	1,201	11 AM - 12 PM	45%	661	2:41 hours	3.72
		3 PM - 4 PM	29%	848	2:36 hours	3.85
ADA accessible	13	12 PM & 2 PM	23%	10	2:30 hours	4.00
		3 PM - 4 PM	23%	10	4:12 hours	2.38
Courthouse Vehicles	4	9 AM - 12 PM	100%	0	3:34 hours	2.80
		10 AM - 11 AM	50%	2	1:00 hour	10.00
No Limit	1,184	11 AM - 12 PM	45%	649	2:41 hours	3.72
		3 PM - 4 PM	29%	834	2:36 hours	3.84

As **Table 1** indicates:

- There are three (3) different stall types in place within the on-street system. The most common type is No-Limit, with 1,184 stalls or 99% of all on-street parking. There are two additional specialty on-street stall types: ADA (13 stalls) and Courthouse (4 stalls).
- At the peak hours, there are 661 and 848 stalls empty on-street stalls for Thursday and Saturday, respectively, within the study boundary.
- The average length of stay for all on-street parkers is 2 hours 41 minutes (Thursday) and 2 hours 36 minutes Saturday.
- Interestingly, vehicles parked in No Limit stalls have an average length of stay of 2 hours 41 minutes (Thursday) and 2 hours 36 minutes Saturday suggesting that the current No Limit stalls are more than adequate and could even be time-limited in the future without negative consequences (e.g., 3-Hour time limit)
- Peak occupancies in the ADA-accessible stalls were low, 23% on both Thursday and Saturday but are few in number (13). Their low use indicates that current ADA stalls are likely meeting on-street demand for this user group.
- Peak occupancy for the Courthouse stalls was high/constrained on Thursday for three consecutive hours (100%) and low on Saturday (50%). As Court is open Monday-Friday, higher occupancy in these stalls during the weekday is understandable, though 4 stalls may not be enough for this specific use type.

Utilization – Other Characteristics of Use

Table 2 provides additional metrics for the on-street system, summarizing a range of use characteristics. This includes unique vehicle trips, turnover rate, excessive time stays, and re-parking (sometimes called “moving to evade”). These metrics provide insights into how many people are visiting Downtown The Dalles and how efficiently the parking spaces are being used.

Table 3: Summary of On-Street Parking Use Characteristics (Weekday vs. Saturday)

Use Characteristics		Weekday	All Users Saturday	Difference
a	Average Duration	2:41 hours	2:36 hours	+6 minutes
b	Vehicle Trips	1,654	1,179	+475 trips
c	Turnover Rate	3.72	3.84	-0.12 turns
d	Vehicles staying ≥ 5 hours in stalls (% of vehicle trips)	286 (17%)	195 (17%)	+91 vehicles
e	Vehicles moving between stalls: re-parking (% of vehicle trips)	98 (6%)	62 (5%)	+36 vehicles

Key indicators from Table 2 include:

Unique Vehicle Trips (UVT)

The recording of license plate numbers allows for the identification of the total number of unique vehicles using the on-street system.¹⁸

The number of unique vehicles parked on-street over the 10-hour data collection period totaled 1,654 on Thursday and 1,179 on Saturday. This shows that the downtown has 475 more trips (+29%) coming downtown on a typical Spring weekday than on a Saturday; likely an indication of the influx of employees on weekdays.

Turnover (efficiency of the parking system)

In most cities, the primary time limit allows for the calculation of an *intended turnover rate*. For example, if the limit for a stall is two hours, and over a 10-hour period,¹⁹ that stall is occupied by five unique vehicles, its intended turnover rate is 5.0. As such, if turnover were demonstrated to be at a rate of less than 5.0, the system would be deemed inefficient. A rate in excess of 5.0 would indicate a system that is operating efficiently. Most downtowns strive for a minimum rate of 5.0 or higher, given the goal of supporting short-term visitor access and business viability. At present, downtown’s primary stall type is No Limit, so there is no assumed ideal turnover rate. However, a turnover rate of 5.0 would still be the industry standard to strive for to the benefit of street level businesses.²⁰

In Downtown The Dalles, the turnover rate is 3.72 on the weekday and 3.84 on the Saturday. These rates are lower than 5.0 and are reflective of the high number of No-Limit stalls. Introducing 2 or 3-hour stalls downtown would likely support better turnover.

¹⁸Note this does not represent all vehicles in the study area, as license plate numbers were not recorded in off-street facilities.

¹⁹ 10 hours is a standard period of enforcement in most Main Street downtowns.

²⁰ The vast majority of Main Street downtowns that RWC has worked with maintain 2 Hour time limits in their central core areas. For purposes of discussion here, the consultant uses 2 hours and a 5.0 desired rate of turnover. Turnover is important as it can reflect (a) the potential capacity for trips within an on-street system, (b) a system designed to maximize potential sales per stall to adjacent businesses, and (c) a metric used by potential new ground level businesses to assess the viability of trip capacity in the downtown when making location decisions.

Excessive time stays

Downtown The Dalles does not have on-street time limitations. However, the on-street parking code specifically states that the priority for on-street parking in the City’s Downtown Parking District (also referred to as the Central Business Zone²¹) is for customers and visitors and not for long-term parkers such as “employment, business profession, or residence” within this zone.²² Despite the code restrictions, some vehicles park on-street for 5 or more hours per day. For purposes of this analysis, the consultant team tracked vehicles parked in No Limit stalls for periods of five hours or more. These vehicles likely belong to employees (or, to a lesser degree, residents who live downtown).

On Thursday, 287 cars were in this category, representing 17% of all unique vehicle trips using the system that day. On Saturday, the number dropped to 195 vehicles (again, 17% of all unique vehicles). These are relatively high numbers and indicate that long-term users (employees/downtown residents) are either unaware of or dismissing the downtown code provision that specifically restricts employees, business owners, and residents from parking on-street. Due to low demand, this may not be an issue yet, but as growth occurs, nearly 200 or more vehicles a day using spaces intended for visitors will create constraints and conflicts between users.

Re-parking

Re-parking refers to vehicles moving between on-street stalls over the course of a day. Where time limits are in place, this metric can indicate abuse of the system, particularly if those moving their vehicles are employees using time-limited stalls. Users who shuffle their vehicles from one stall to the next reduce the number of on-street parking opportunities for visitors and customers, creating an artificial constraint on the system. Ideally, those wanting to park for longer periods would be directed to off-street lots. This would preserve the majority of the on-street supply for higher turnover users.

The number of unique license plates observed moving between stalls was 98 on Thursday, or 6% of all unique vehicle trips (UVT). The rate is lower on Saturday, with 62 vehicles observed re-parking (5%). At this time, this behavior doesn’t have an adverse impact on visitor parking due to the overall low parking occupancies within the study zone. In other words, it is doubtful that customers are denied a stall because of possible employee re-parking. As occupancies increase in the future, a need for a higher level of enforcement or new restrictions on re-parking (or “moving to evade”) as a citable offense may be warranted.

Utilization (Heat Map Summary)

Figures D and E summarize occupancy in the peak hour by block face via a “heat map” of the study area. A heat map uses color to display degrees of occupancy as measured against an industry standard of 85% (as described in **Section V** above). When occupancy exceeds 85%, the system is considered constrained (red). Green represents areas of underutilized (low-demand) parking, yellow indicates moderate

²¹ See The Dalles code section: [Chapter 6.08](#).

²² For reference, the Central Business Zone, as described in Chapter 6.08 of The Dalles Municipal Code (TDMC), differs from that of the Central Business Commercial (CBC) zoning district and is located within a central core of the CBC zoning district. See map in Chapter 6.08 of TDMC for reference.

demand, and orange represents an optimum/efficient level of demand. In the study area, there are a total of 138 block faces where on-street parking is allowed.

[NOTE: The study area provided by the City of The Dalles is larger than the Downtown Parking District defined in the City code (Chapter 6.08). The purpose of this study is to assess how parking activity is currently distributed within this larger study area. Data derived from this study could result in refinements or revisions to the definition of the Downtown Parking District boundary to ensure that the intent of Chapter 6.08 is met to ensure that specific areas of the downtown are prioritized for customer/visitor access. That assessment will occur during strategy development with the Parking Advisory Committee.]

Weekday (Thursday)

As **Figure D** illustrates, on the weekday, 12 block faces are constrained at the peak hour (colored red). The majority of these block faces (10) are clustered in a nine-block area bound by E. 1st Street (north), E. 4th Street (south), Federal Street (west), and Madison Street (east). This is illustrated in the aqua-colored box on the figure.

Within this cluster, some users may sense some level of constraint, particularly for those not inclined to walk a short distance. However, even in this small section of downtown, on-street parking is easily available within a block or two, if not on an adjacent block face.

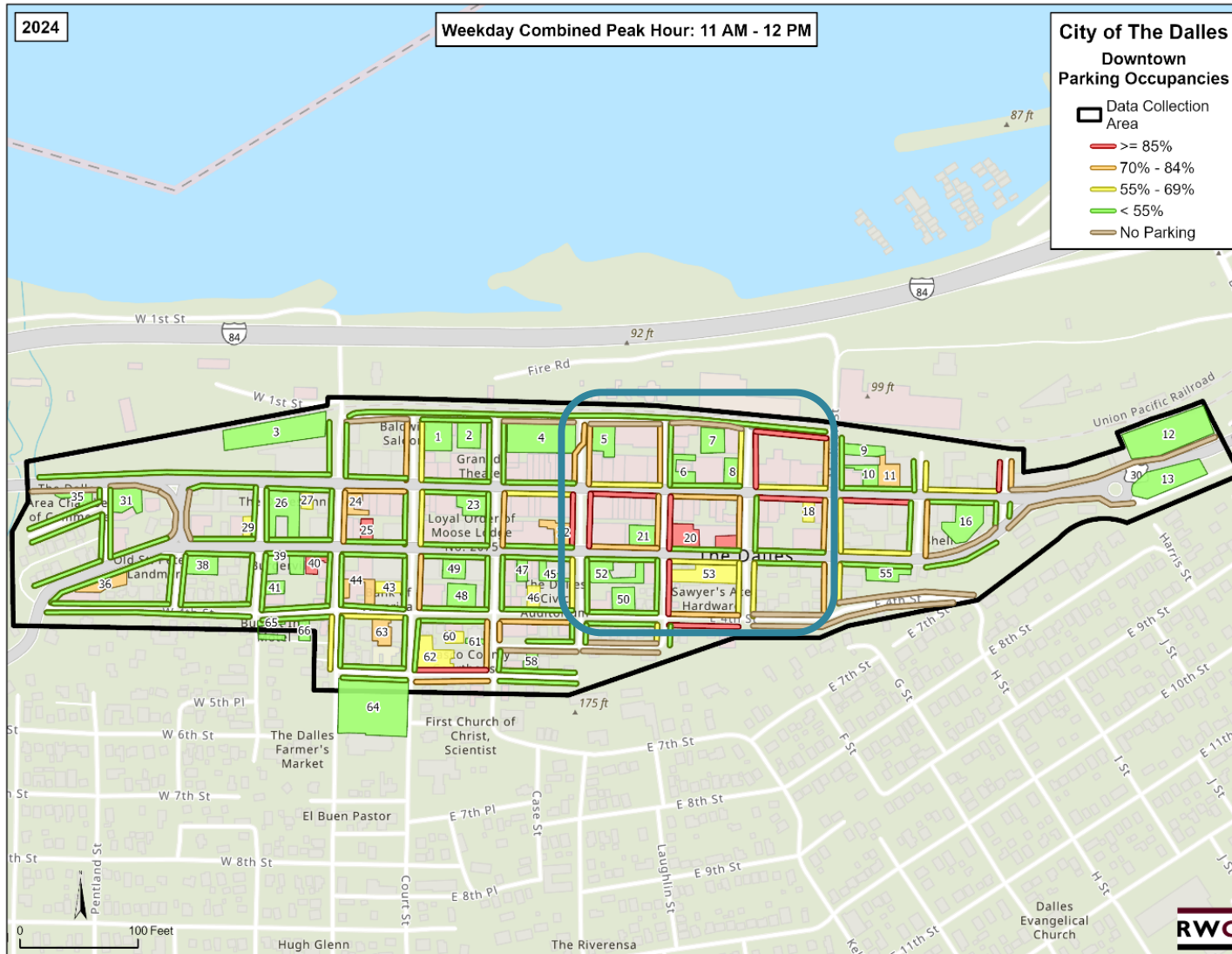
An additional 22 block faces are colored orange (71% - 84% occupied), and 18 block faces are colored yellow (55% - 69%). Both colors are dispersed throughout the study area. The rest of the study area shows low demand (green), totaling 86 block faces (62% of all block faces). Overall, on-street parking availability is abundant, and few (if any) users are prevented from finding a space conveniently proximate to any downtown destination.

Saturday (Saturday)

On Saturday (**Figure E**), seven (7) constrained block faces (red) were identified at the peak hour (3:00 PM – 4:00 PM). Four of these block faces are clustered in a very small two-block area, bounded by E. 2nd Street (north), E. 3rd Street (south), Laughlin Street (east), and Washington Street (west). This is illustrated in the aqua-colored box on the figure. An additional 12 block faces are operating at an efficient level of demand (orange), and 9 show moderate use (yellow). Eighty percent of all block faces have low demand (green), representing 110 of the total 138 block faces in the study area.

As with the weekday, on-street parking is conveniently proximate and available within a block or two of any destination within the study area.

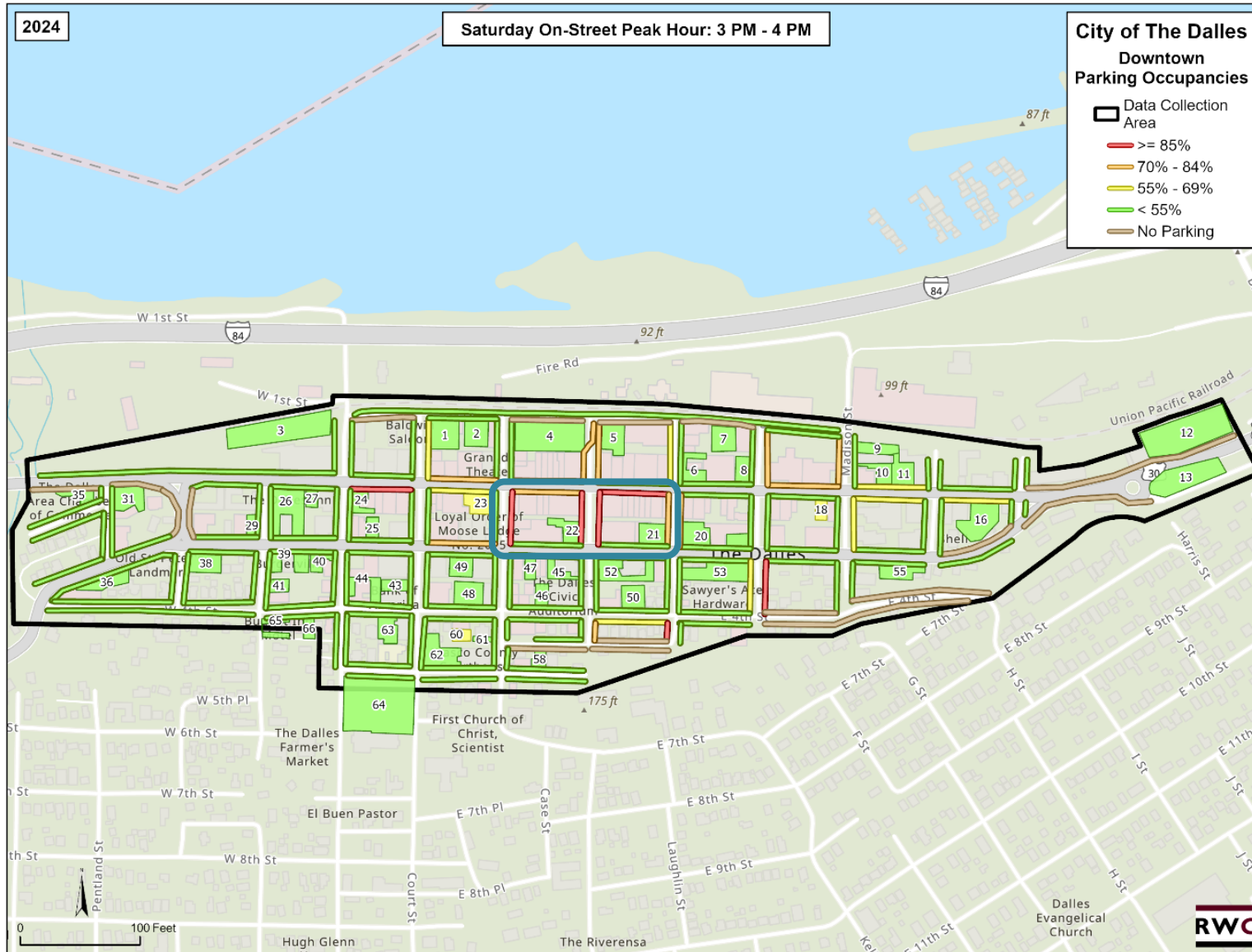
Figure D: Heat Map for On-Street/Off-Street/Combined Utilization (Weekday Peak Hour)²³



²³The Figure D and E maps also shows peak hour occupancies for off-street sites. Off-street sites are discussed in more detail further in Section VII.

2024 The Dalles Parking Data Summary

Figure E: Heat Map for On-Street/Off-Street/Combined Utilization (Saturday) Peak Hour



VII. Characteristics of the Off-Street Parking System: Data Findings

A. Inventory

The entire public and private off-street parking supply has 1,398 parking stalls spread across 67 sites. **Figure F** below locates all off-street parking facilities/sites in the study area. Each lot in the figure is identified with a Lot ID number that corresponds to more detailed lot information summarized in **Table 3** in **Section VII C** (page 16).²⁴

Of the total supply, 1,252 stalls (on 50 sites) were physically surveyed for occupancy on each of the data collection days. This represents an 89% sample of the entire off-street system – a statistically valid and representative sample of off-street parking behavior/utilization. These sites are colored red in the figure. The remaining 17 sites (146 stalls) were not surveyed, generally for reason of their very small size, type of use served, or because they were inaccessible to surveyors. These sites are colored blue in the figure. As the figure illustrates, off-street parking is uniformly spread across the downtown.

B. Utilization (Occupancy)

Figure G below illustrates parking *occupancy by each hour of the survey day* for the 50 off-street facilities surveyed. The peak hour for the off-street parking during the weekday (Thursday) occurs between 11:00 AM and 12:00 PM, reaching 36% occupied (indicated by the blue arrow on the figure). Saturday’s occupancy peak is also between 11:00 AM and 12:00 PM but has a lower peak occupancy of 24% (indicated by the red arrow on the figure). Demand for off-street parking drops significantly on the weekday after 5:00 PM. On Saturday, occupancies are fairly flat throughout the study day, with a slight uptick at 5 PM and 6 PM, but never exceeding 24%.

Based on the performance standards described in **Section V**, utilization of the off-street parking system is low (green) for both the weekday and Saturday. Overall, empty parking is abundant in off-street facilities throughout the downtown.²⁵

²⁴ The **Table 3** summary table provides occupancy information for each unique site, as well as stall total, unique peak hour and occupancy, number of empty stalls at the peak hour, and the land use type the lot primarily serves. Again, Lot ID numbers shown in **Figure F** can be correlated to this table.

²⁵ This finding does not infer that empty parking, particularly in private lots, is available for use by the general public. The finding does indicate that potential opportunities to capture what is an underutilized asset/resource exist and could be explored.

Figure F: Inventory of Off-street Parking Facilities – *Surveyed* vs. *Not Surveyed*

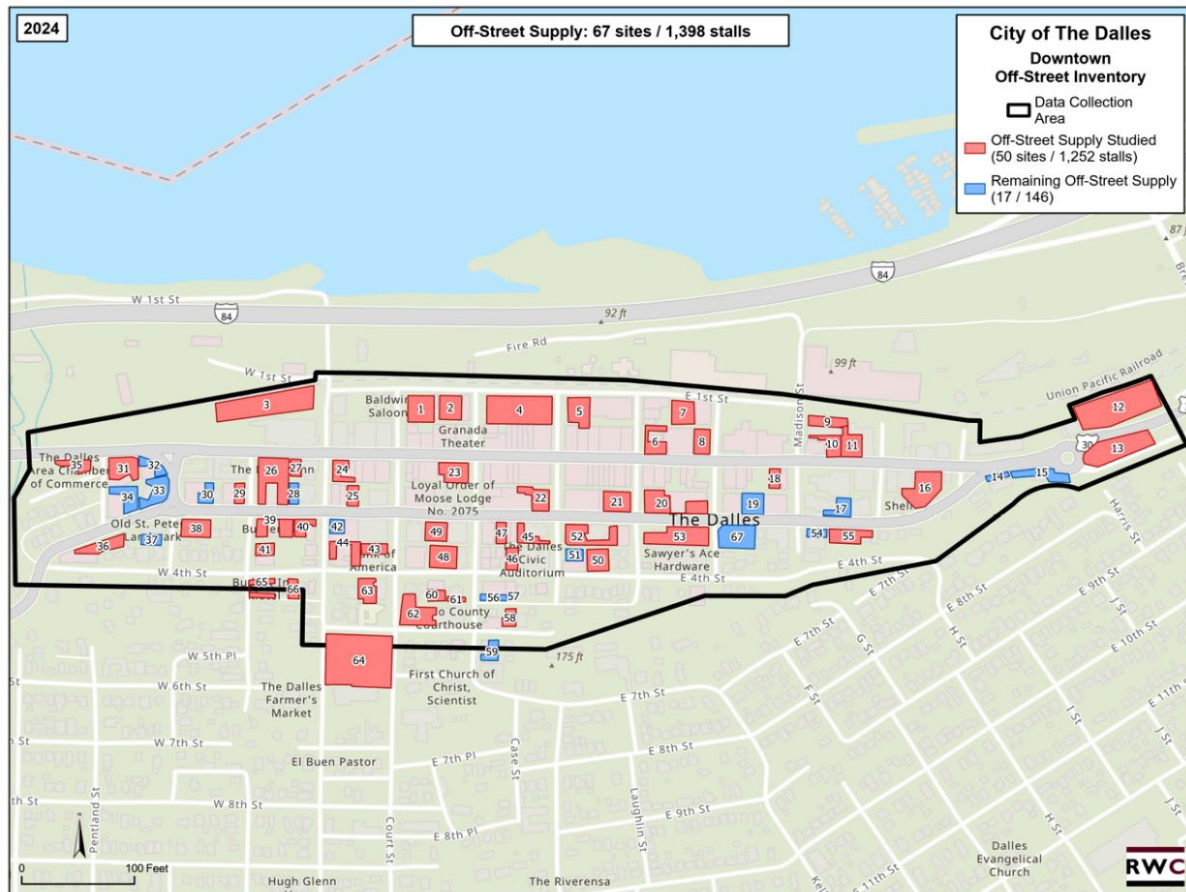
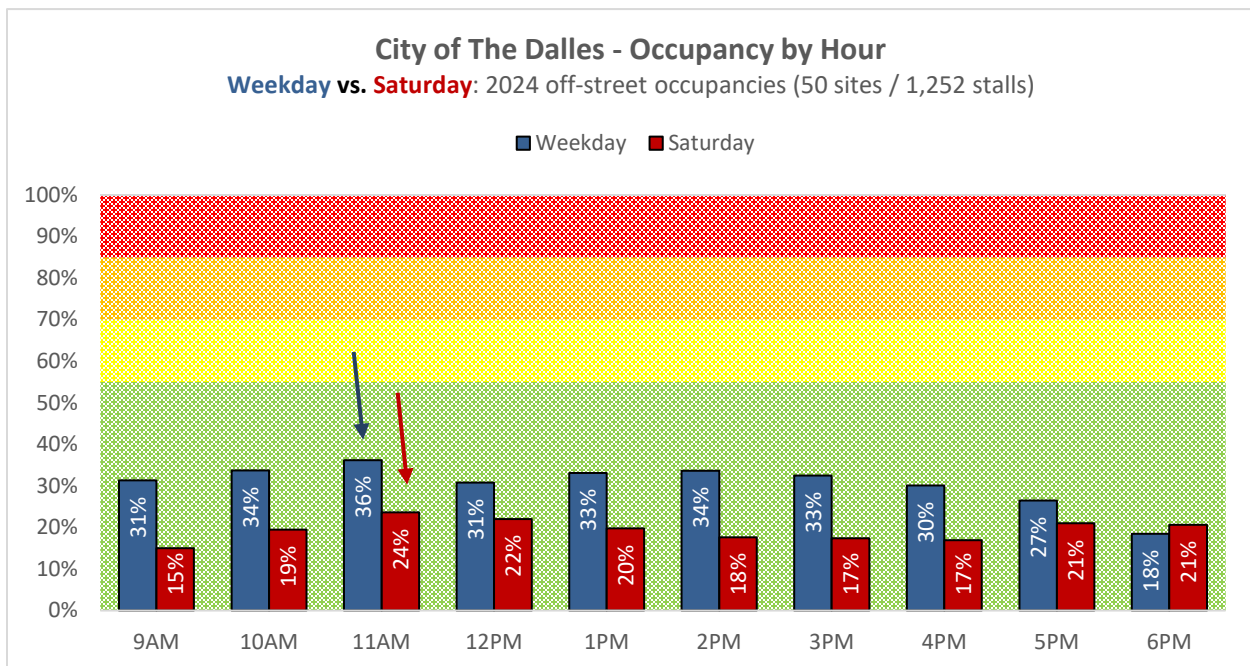


Figure G: Off-street Hourly Occupancies (Weekday vs. *Saturday*)



C. Utilization (by unique Lot ID)

Table 3 summarizes *utilization metrics* from each of the 50 surveyed facilities observed on the survey days. Off-street parking under City control/ownership is highlighted in **bold**, and the Lot ID number (1st column) is shaded in aqua in the table. As stated earlier, each lot in the table is identified by a lot number that corresponds to the same number on the inventory map in **Figure F** above.

Key findings from **Table 3** include:

- The public (City) owns/controls a very small portion of the off-street supply (12%), 156 stalls in four locations (represented by lots 4, 5, 13, 38 as ‘Public’ in **Figure F** and **Table 3**). Occupancies in the public facilities maintain low occupancies, with peaks of 38% on the weekday (Lot 4) and 28% on Saturday (Lot 5).
- When all occupancies are combined (all surveyed lots), empty stalls at the peak hour range from 801 stalls on the weekday to 956 on Saturday.
- Though there appears to be a significant number of empty stalls, this is not to infer that such stalls are available for use by customers/visitors or downtown employees/residents, as the majority of this parking is in private ownership.
- One lot (Lot 20) exceeded 100% in the peak hour (120%), located at 523 E 3rd Street. This is the result of cars parked illegally within the lot – in areas not striped or designated for parking.
- As the data indicates, there is a significant supply of underutilized parking off-street.

Table 4: Off-Street Parking Utilization by Unique Site Weekday vs. Saturday)

Lot ID	Facility	Stalls	Peak Hour	Peak Occupancy	Stalls Available	Specific Use Type
	Off-Street Supply Studied (50 sites studied)	1,252	11 AM - 12 PM 11 AM - 12 PM	36% 24%	801 956	
1	Urban Renewal Agency Parking Lot West / Commodore II	32	6 PM - 7 PM 4 PM - 7 PM	25% 47%	24 17	Residential
2	Urban Renewal Parking Lot East	21	12 PM - 7 PM 9 AM - 7 PM	10% 10%	19 19	Office
3	US Postal Service	34	1 PM - 2 PM 11 AM - 12 PM	18% 3%	28 33	Government
4	Public Parking (1)	80	6 PM - 7 PM 9 AM & 4 PM	38% 20%	50 64	Public
5	Public Parking (2)	32	12 PM - 1 PM 9 AM & 4 PM	25% 28%	24 23	Public
6	JD Smith Jewelers/ StateFarm	14	multiple multiple	36% 7%	9 13	Mixed Use
7	Gravel Lot	37	1 PM - 2 PM 12 PM - 1 PM	27% 30%	27 26	Office
8	Second Street Mercantile/ La Fogata	18	3 PM & 5 PM 10 AM & 12 PM	17% 11%	15 16	Mixed Use
9	Wonderworks Children's Museum	15	11 AM - 12 PM 12 PM - 1 PM	27% 13%	11 13	Museum
10	RiverTap Restaurant and Pub	20	4 PM - 7 PM 5 PM - 7 PM	60% 60%	8 8	Restaurant

2024 The Dalles Parking Data Summary

Lot ID	Facility	Stalls	Peak Hour	Peak Occupancy	Stalls Available	Specific Use Type
11	Mid Columbia Auto Dealing/ RiverTap Parking after 5 PM	18	11 AM & 1 PM 10 AM - 1 PM	78% 39%	4 11	Mixed Use
12	Sunshine Mill Winery	50	3 PM - 4 PM 6 PM - 7 PM	14% 78%	43 11	Mixed Use
13	Public Parking (3)	20	9 AM - 1 PM 5 PM - 7 PM	15% 15%	17 17	Public
14	For Sale - Vacant Lot (1)	9	- -	- -	- -	Retail
15	For Sale - Vacant Lot (2)	13	- -	- -	- -	Retail
16	Dominoes/ Sinclair Gas/ Holsteins Coffee	31	5 PM - 6 PM 12 PM - 1 PM	35% 26%	20 23	Mixed Use
17	Optimist Printers	6	- -	- -	- -	Office
18	Zims Brau Haus	17	6 PM - 7 PM 12 PM & 6 PM	82% 76%	3 4	Restaurant
19	Reserved for Salvation Army - Permanently Closed	16	- -	- -	- -	Retail
20	523 E 3rd Street - Vacant Building	10	12 PM - 1 PM 9 AM & 11 AM	120% ²⁶ 50%	-2 5	Vacant building
21	Gobhi (Permit Only)	37	10 AM - 12 PM 9 AM - 7 PM	41% 8%	22 34	Office
22	The Dalles Chronicle	19	11 AM - 12 PM 11 AM - 1 PM	74% 37%	5 12	Office
23	Discounts Plus	32	6 PM - 7 PM 1 PM - 3 PM	38% 75%	20 8	Retail
24	Alive Chiropractic and Rehabilitation/ State Farm	17	11 AM & 2 PM 1 PM - 5 PM	71% 12%	5 15	Mixed Use
25	The Dalles City Hall	17	9 AM - 10 AM 9 AM - 7 PM	94% 0%	1 17	Government
26	The Dalles Inn	58	9 AM - 10 AM 6 PM - 7 PM	22% 29%	45 41	Lodging
27	Amerititle	10	9 AM - 10 AM 9 AM - 7 PM	80% 0%	2 10	Office
28	Clock Tower Ales	6	- -	- -	- -	Restaurant
29	Oregon Motor Hotel	14	11 AM & 2 PM 9 AM - 7 PM	64% 0%	5 14	Lodging
30	Copper West Real Estate	9	- -	- -	- -	Office
31	High Street Insurance and Financial Services	14	12 PM - 1 PM 6 PM - 7 PM	71% 50%	4 7	Office
32	The Dalles Cuisine	7	- -	- -	- -	Restaurant

²⁶ An occupancy of over 100% occurs when more vehicles are parked on a site than the physical striping allows (e.g., double parked, parked in drive aisle, or other unsafe practices). On unstriped lots, RWC can estimate the "typical physical" capacity of a lot (by average stalls size) and determine if a lot is overparked for reasons of safety (to other vehicles and/or pedestrians).

2024 The Dalles Parking Data Summary

Lot ID	Facility	Stalls	Peak Hour	Peak Occupancy	Stalls Available	Specific Use Type
33	76 Gas Station	5	-	-	-	Retail
34	Alicia's Bakery	5	-	-	-	Retail
35	The Dalles Area Chamber of Commerce	12	12 PM - 3 PM 9 AM - 10 AM	50% 25%	6 9	Office
36	The Dalles Veterinary Hospital	21	11 AM - 12 PM 9 AM - 10 AM	71% 33%	6 14	Medical
37	The Satori Collective/ Immense Imagery/ Columbia Community Connection News/ Play and Learn at Home	4	-	-	-	Mixed Use
38	Public Parking (4)	24	9 AM - 12 PM 1 PM - 2 PM	8% 8%	22 22	Public
39	Burgerville	24	1 PM & 6 PM 1 PM - 2 PM	46% 50%	13 12	Restaurant
40	Robin Miles Insurance	10	11 AM & 1 PM multiple	90% 30%	1 7	Office
41	Rebecca Street Physical Therapy	16	multiple 5 PM - 7 PM	44% 19%	9 13	Office
42	The Dalles Auto Parts	9	-	-	-	Retail
43	Washington Federal Bank	13	10 AM - 12 PM 9 AM - 7 PM	62% 23%	5 10	Financial Institution
44	Wasco Electric Cooperative	14	multiple 9 AM - 7 PM	71% 0%	4 14	Office
45	Umpqua Bank	10	2 PM - 3 PM 9 AM - 10 AM	50% 20%	5 8	Financial Institution
46	Medical Arts Building	15	1 PM - 2 PM multiple	93% 20%	1 12	Office
47	Private Parking (1)	16	1 PM - 2 PM 10 AM - 6 PM	44% 6%	9 15	Office
48	US Bank/ CenturyLink	39	2 PM - 3 PM 9 AM - 1 PM	36% 5%	25 37	Mixed Use
49	Mid-Columbia Vision Source/ US Bank	22	multiple 11 AM - 12 PM	36% 14%	14 19	Office
50	Hammel Building Tenants (Private Parking)	30	2 PM - 3 PM 9 AM - 7 PM	23% 7%	23 28	Office
51	Oliver's Floor Covering	8	-	-	-	Retail
52	Wells Fargo	21	12 PM - 1 PM 11 AM - 12 PM	38% 33%	13 14	Financial Institution
53	Sawyer's Ace Hardware	41	11 AM - 12 PM 11 AM - 12 PM	56% 54%	18 19	Retail
54	Farmers Insurance/ Infinity	9	-	-	-	Mixed Use

Lot ID	Facility	Stalls	Peak Hour	Peak Occupancy	Stalls Available	Specific Use Type
55	Gorge Recovery Service/ Rio Grande Taqueria	24	6 PM - 7 PM 2 PM - 3 PM	50% 42%	12 14	Mixed Use
56	502 Washington Offices/Retail	7	- -	- -	- -	Mixed Use
57	Holly Nichols - Employee Parking	2	- -	- -	- -	Office
58	RTO & Company	13	9 AM - 2 PM 9 AM - 7 PM	23% 0%	10 13	Office
59	Wasco Wellness Center	7	- -	- -	- -	Office
60	Private Parking (3)	5	9 AM - 10 AM 2 PM - 4 PM	80% 60%	1 2	Office
61	Wasco County Circuit Court - Sheriff Parking	8	multiple multiple	63% 38%	3 5	Government
62	Wasco County Circuit Court	26	9 AM - 12 PM 1 PM - 3 PM	62% 19%	10 21	Government
63	BMO Banking	13	11 AM - 4 PM 1 PM & 4 PM	77% 23%	3 10	Financial Institution
64	Department of Human Services	135	11 AM - 12 PM 11 AM - 12 PM	49% 85%	69 20	Government
65	Budget Inn	19	6 PM - 7 PM multiple	37% 32%	12 13	Lodging
66	Toole Carter Tissot and Coats	14	10 AM - 12 PM 9 AM - 7 PM	29% 0%	10 14	Office
67	City Lot "X" - 600 & 608 E 3rd Street (under development)	24	- -	- -	- -	Government

D. Utilization (Heat Map Summary)

Figures H and I illustrate the off-street parking heat maps for the peak hour for both the weekday and Saturday. Note that both survey days share the same occupancy peak hour for the combined supply (both on and off-street).

Weekday (Thursday)

- Three (3) of 50 off-street sites surveyed are constrained (red) above 85% occupancy at the weekday peak hour. These lots total 37 stalls, just 3% of the studied supply. The constrained sites include Lots 20 (10 stalls), 25 (17 stalls), and 40 (10 stalls) in Figure H.
- Thirty-three (33) of the 50 facilities surveyed have low peak hour occupancy rates (green), below 55%.
- Of the four city-owned facilities (Lots 4, 5, 13, and 38), peak occupancy ranged from a low of 8% (Lot 38) to a high of 38% (Lot 4). The large majority of the off-street system shows low demand (green), with a significant amount of unused supply (up to 800 stalls in the peak hour). This presents an opportunity for growth and getting “the right vehicle to the right space.” That said,

most of the underused supply is owned by the private sector. Capturing portions of this supply will require partnerships with owners/managers of this supply.

Saturday (Saturday)

- Only one (1) of 50 off-street sites (Lot 64) surveyed is constrained (red) above 85% occupancy at the Saturday peak hour. This is likely due to a public event that occurred on the Saturday survey day on this 135-stall lot.
- Forty-nine (49) of the 50 facilities surveyed have low peak demand (green), with a significant amount of unused supply (up to 945 stalls in the peak hour). As with the weekday survey, this presents an opportunity for growth.

Figure H: Heat Map for On-Street/Off-Street/Combined Utilization (Weekday Peak Hour)

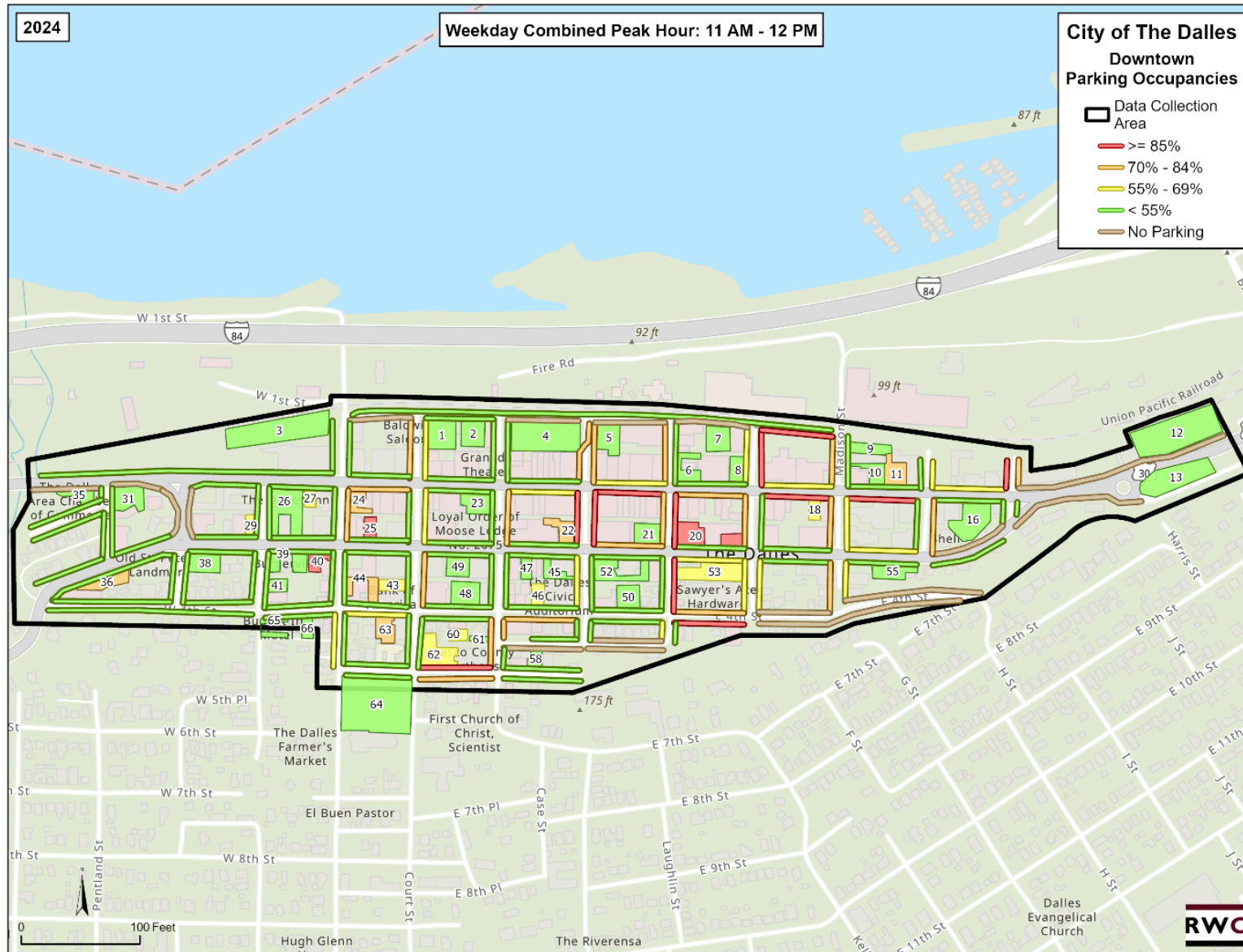
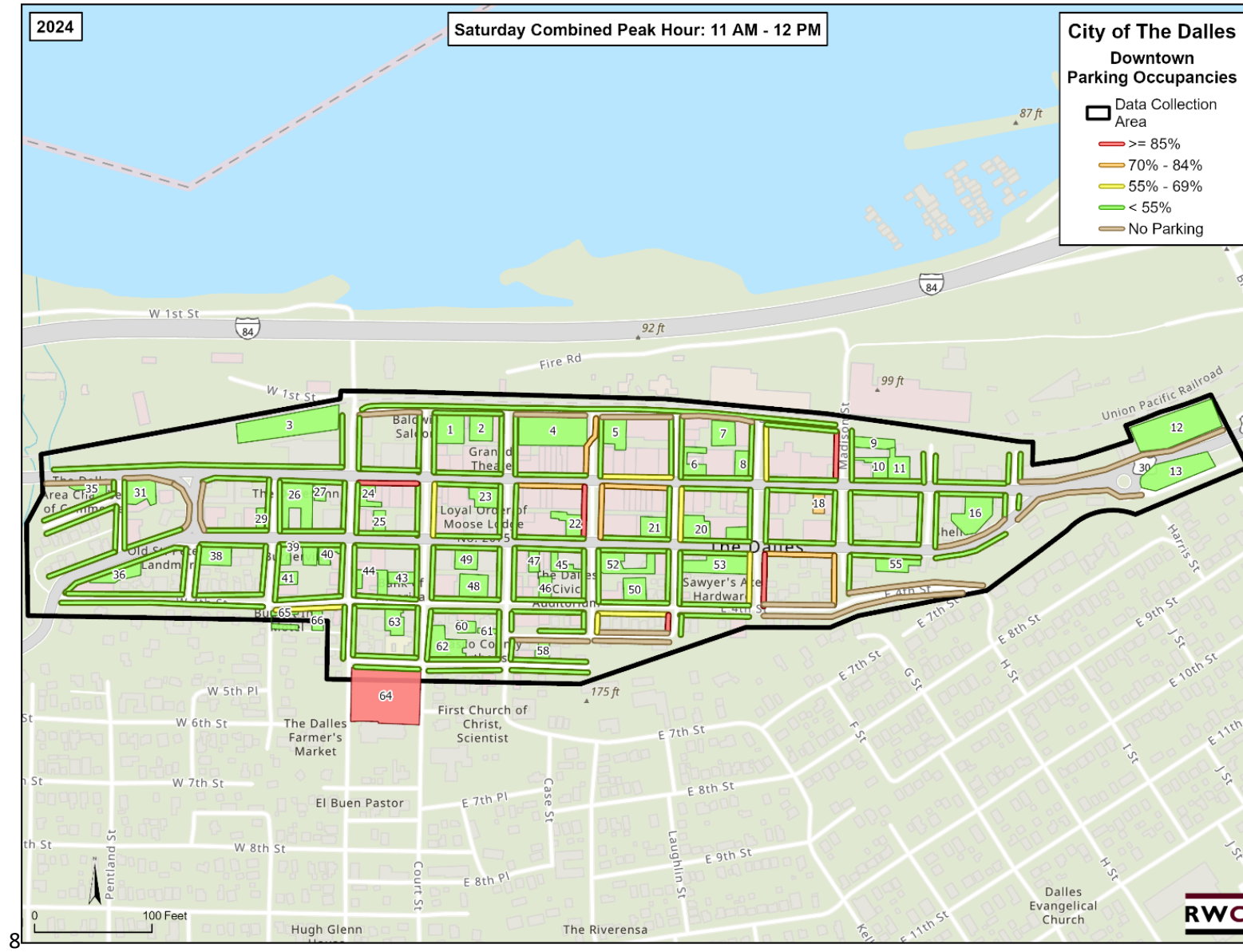


Figure I: Heat Map for Off-Street/Combined Utilization (Saturday Peak Hour)



8

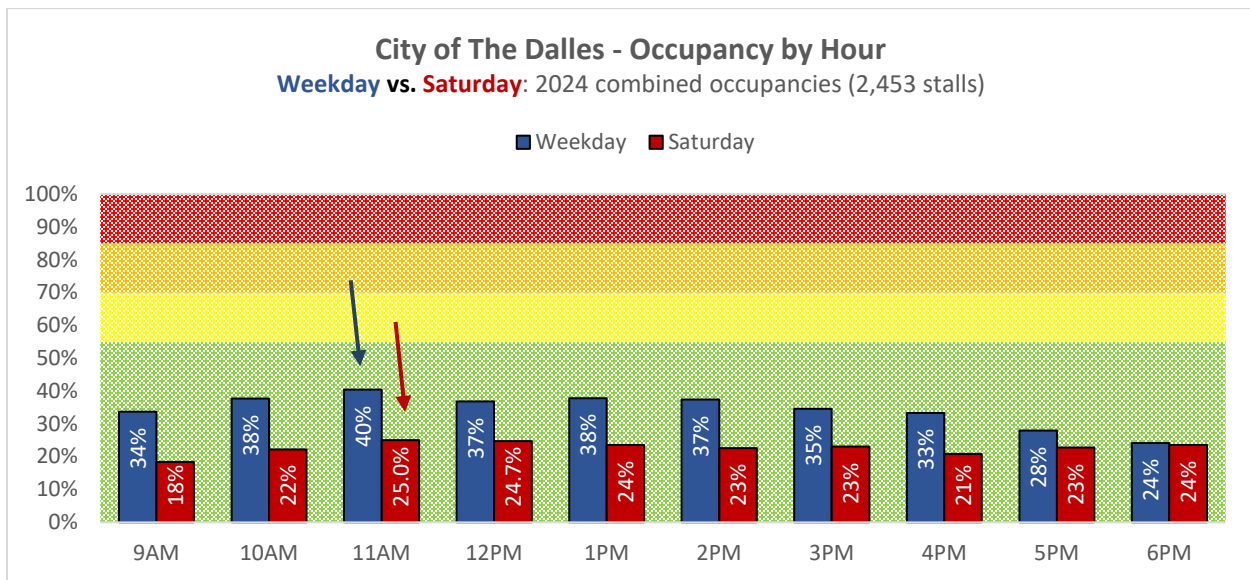
VIII. Characteristics of the Combined Supply: Data Findings

A. Combined Survey Findings

It is important to consider both on and off-street parking facilities together as “an integrated parking system.” The on-street system should generally serve short-stay visitors and customers, while the off-street supply should cater to employees or residents with longer-term stay needs. Also, contrasting currently identified on-street constraints to adjacent or nearby off-street surpluses (if any) can be useful in determining the feasibility of potential shared systems.

Figure J illustrates the *hourly occupancy rates for the combined parking system* for both the weekday and Saturday. When combined, this data represents 2,543 surveyed stalls.

Figure J: Combined Hourly Occupancies (Weekday vs. Saturday)



Key findings include:

- Within the combined supply, the occupancy rate peaks at 40% on the weekday and 25% on Saturday. This is shown with the blue and red arrows, respectively, on the **Figure J** graphic.
- Based on industry measures of performance, the combined downtown system operates at a low level of demand (green) on both days.
- After 4:00 PM, the volume of parking activity in the downtown decreases substantially on the weekday. On Saturday, occupancy levels are flat throughout the entire day.
- The highest levels of parking activity occur between the hours of 11:00 AM and 2:00 PM on both days.
- Within the sampled supply (2,453 stalls), there are between 1,460 (weekday) and 1,863 (Saturday) empty parking stalls at the peak hour.

B. Utilization - Combined View (Heat Map Summary)

Figures K and L provide weekday and Saturday peak hour heat maps combining the on and off-street systems. As the figures demonstrate:

- There is generally empty parking available on and off-street (in the peak hour) within a reasonable proximity to most any area of the downtown.
- When off-street lots are constrained, there are available on-street parking stalls either directly adjacent to those lots or within one block.

IX. Report Summary

The City of The Dalles has an adequate supply of parking both on and off-street to meet the current needs of regular visitors, customers, employees, and downtown residents. Overall, parking is not constrained; with low levels of use for both the on and off-street supplies. Where constraints do occur, there is more than an adequate supply of parking adjacent to the constraint or within a convenient walking distance.

Key parking metrics show that the No Limit on-street stalls have an average duration of stay of less than 3 hours. If there is an interest in the future to time limit a section of downtown, data indicates that a 3-hour time stall would adequately accommodate customers and visitors and may allow for an increase in stall turnover. However, at this point, on-street occupancies are low and do not merit an immediate move to time restrictions.

17% of vehicles observed on-street were parked longer than 5 hours on each of the study days. This metric indicates that employees and/or residents are parking on-street versus an off-street location. With an abundance of underutilized off-street parking, there may be an opportunity to shift these vehicles into shared off-street parking to accommodate desired long-term parking. As constraints develop with growth, this will become increasingly important.

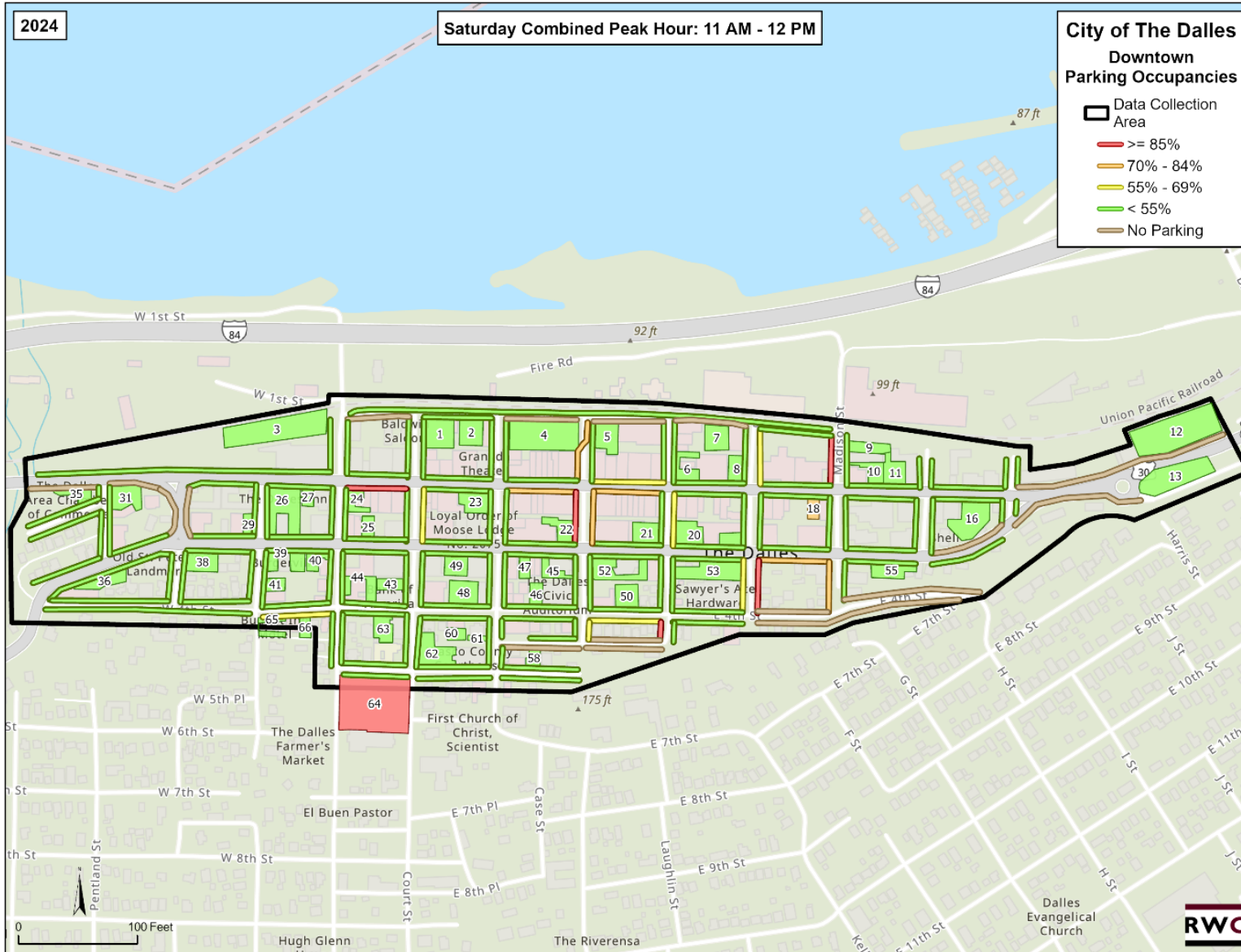
This data summary provides an objective understanding of the use characteristics of the on and off-street supplies in Downtown The Dalles. These key findings will establish the basis from which recommendations for improvements to the systems will be made for the short and long-term success of The Dalles.

X. Next Steps

The findings contained in this Technical Memorandum will be reviewed by City staff and the Parking Advisory Committee. Revisions and refinements will be made to ensure that there is a high level of understanding of the data and its implications. This input will be incorporated into a Draft Parking Management Plan that will provide considerations related to programs and strategies designed to improve the existing parking system and support future growth and development of parking downtown.

2024 The Dalles Parking Data Summary

Figure L: Heat Map for Off-Street/Combined Utilization (Saturday Peak Hour)





AGENDA STAFF REPORT

AGENDA LOCATION: Item # 11B

MEETING DATE: February 24, 2025

TO: Honorable Mayor and City Council

FROM: City Manager Matthew Klebes

ISSUE: Adopting Resolution No. 25-010, a resolution authorizing the City Manager to execute a Joint Grant Management Agreement with Klickitat County on behalf of the City of The Dalles

BACKGROUND:

As co-sponsors, owners, and operators of the Columbia Gorge Regional Airport (**Airport**), the City and Klickitat County (**County**) applied for and were awarded \$5 million in federal financial assistance (**Grant**) from the U.S. Department of Commerce's Economic Development Administration (**EDA**). The Grant is for costs associated with that certain *Aviation Workforce Training Facility and Airport Infrastructure* project (**Project**, EDA Project No. 07-01-07839) at the Airport.

One of the Grant's specific award conditions requires the City and County to submit a fully executed joint grant management agreement (**Agreement**) to EDA for its acceptance prior to EDA's initial disbursement of funds for the Project. EDA requires both the City and County to adopt Resolutions authorizing each entity's authorized signers to execute the Agreement—attached for Council's consideration tonight is a proposed Resolution intending to satisfy the City's obligation connected with that condition for award.

The Agreement generally describes the City's and County's responsibilities with respect to the Grant; specifically, it:

- delineates the County's ownership, operation, and maintenance responsibilities during the Project's construction and the City's and County's joint ownership, operation, and maintenance responsibilities following the Project's completion;

- identifies the County as responsible for the Project’s contracting;
- warrants that the City and County jointly own a one-half undivided interest in all real property at the Airport;
- commits the City and County to submit all EDA-required documentation and application materials (including the and any amendments to the Agreement); and
- expires naturally on June 30, 2026, or upon the Project’s full completion and EDA’s complete distribution of Grant funds (whichever later).

The City Attorney and I prepared the Agreement using EDA guidance and coordinated the Agreement with the County’s Economic Development and Natural Resources Director. The County’s Board of County Commissioners is slated to consider a similar resolution authorizing the Agreement’s execution at its February 18, 2025, regular meeting.

BUDGET IMPLICATIONS:

Council’s adoption of the proposed Resolution is a precondition to the receipt of funds awarded by the Grant for the Project.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to adopt Resolution No. 25-010, as presented.*
2. Make modifications to then move to adopt Resolution No. 25-010, as amended.
3. Decline formal action and provide Staff additional direction.

RESOLUTION NO. 25-010

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A
JOINT GRANT MANAGEMENT AGREEMENT WITH
Klickitat County ON BEHALF OF THE CITY OF THE DALLES**

WHEREAS, as co-sponsors, the City and Klickitat County (**County**) co-own and co-operate the Columbia Gorge Regional Airport (**Airport**) consistent with the provisions of that certain November 1, 2002, *Columbia Gorge Regional/The Dalles Airport Joint Operating Agreement (JOA)* between them, a copy of which is incorporated herein by reference;

WHEREAS, the City and County designed that certain *Aviation Workforce Training Facility and Airport Infrastructure* project (**Project**) at the Airport;

WHEREAS, the City and County co-applied to the U.S. Department of Commerce's Economic Development Administration (**EDA**) for a grant to fund the Project's implementation, and EDA awarded the City and County a *Public Works and Economic Development Facilities Program (CFDA No. 11.300)* grant for the Project (**Grant, Federal Award ID Number 07-01-07839**) consistent with its authority under Sections 201 and 209 of the Public Works and Economic Development Act (42 U.S.C. §§ 3141 and 3149);

WHEREAS, Specific Award Condition #22 of the Grant requires the City and County to submit a fully executed joint grant management agreement (**Agreement**) to EDA for its acceptance prior to EDA's initial disbursement of funds for the Project;

WHEREAS, EDA guidance indicates the Agreement must be accompanied by certified resolutions adopted by the City Council and Board of County Commissioners providing that the authorized representatives of the City and County are authorized to sign the Agreement on behalf of each entity; and

WHEREAS, the City Council intends this Resolution to satisfy the City's EDA's Grant conditions in support of the public health, safety, and welfare.

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

Section 1 City Manager Authorized. The City Council hereby authorizes the City Manager to execute that certain Joint Management and Grant Agreement with Klickitat County for the *Aviation Workforce Training Facility and Airport Infrastructure* project and connected with that certain EDA grant (Federal Award ID Number 07-01-07839) at the Columbia Gorge Regional Airport, a copy of which is attached to and made part of this Resolution as its **Exhibit A**.

Section 2 Additional Necessary Authorizations. The City Council hereby authorizes the City Manager to take all actions necessary to satisfy applicable EDA grant conditions connected with this Resolution, including transmitting to EDA a fully

executed copy of the agreement authorized by Section 1 accompanied with a certified copy of this Resolution.

Section 3 Effective Date. This Resolution shall be effective upon adoption.

PASSED AND ADOPTED THIS 24TH DAY OF FEBRUARY, 2025,

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

AND APPROVED BY THE MAYOR THIS 24TH DAY OF FEBRUARY, 2025.

Richard A. Mays, Mayor

ATTEST:

Amie Ell, City Clerk

JOINT GRANT MANAGEMENT AGREEMENT

This JOINT GRANT MANAGEMENT AGREEMENT (**Agreement**) is entered by the City of The Dalles, an Oregon municipal corporation (**City**), and Klickitat County, a Washington municipal corporation (**County**), for the joint management of a grant awarded by the Economic Development Administration (**EDA**) for a project at the Columbia Gorge Regional Airport (**Airport**).

WHEREAS, ORS Chapter 190 authorizes the City and Chapter 39.34 RCW authorizes the County to enter this Agreement;

WHEREAS, the City and County co-own and co-operate the Airport consistent with the provisions of that certain November 1, 2002, *Columbia Gorge Regional/The Dalles Airport Joint Operating Agreement (JOA)*, a copy of which is attached to and made part of this Agreement as its **Exhibit A**;

WHEREAS, the City and County designed that certain *Aviation Workforce Training Facility and Airport Infrastructure* project (**Project**) at the Airport;

WHEREAS, the City and County co-applied to EDA for a grant to fund the Project's implementation, and EDA awarded the City and County a *Public Works and Economic Development Facilities Program (CFDA No. 11.300)* grant for the Project (**Grant, Federal Award ID Number 07-01-07839**) consistent with its authority under Sections 201 and 209 of the Public Works and Economic Development Act (42 U.S.C. §§ 3141 and 3149);

WHEREAS, Specific Award Condition #22 of the Grant requires the City and County to submit a fully executed joint grant management agreement to EDA for its acceptance prior to EDA's initial disbursement of funds for the Project;

WHEREAS, at its February 24, 2025, regular meeting, the City Council of the City of The Dalles adopted Resolution No. 25-010, a resolution authorizing the City Manager to execute this Agreement on behalf of the City, a certified copy of which is attached to and made part of this Agreement as its **Exhibit B**;

WHEREAS, at its February 18, 2025, regular meeting, the Klickitat County Board of County Commissioners adopted a resolution authorizing the Board of County Commissioners to execute this Agreement on behalf of the County, a certified copy of which is attached to and made part of this Agreement as its **Exhibit C**; and

WHEREAS, the City and County intend this Agreement to satisfy Specific Award Condition #22 and set forth their respective rights and obligations in the Grant's administration and Project's implementation.

NOW, THEREFORE, in consideration of the terms and provisions set forth herein, the Parties agree:

A. Land and Project Ownership, Operation, and Maintenance Generally.

1. Airport Land. The Parties agree and warrant the City and County each own a one-half undivided interest in all real property comprising the Airport (including the Project site) consistent with JOA Section 3.

2. Project During Construction. The Parties agree the County shall own the Project during its construction.
3. Project After Completion. The Parties agree the City and County shall jointly own the Project after its construction is complete. The Parties further agree the City and County shall be jointly responsible for operating and maintaining the Project after its construction is completed.

B. Specific Project Component Ownership, Operation, and Maintenance.

1. Infrastructure for Phase II Industrial Park.
 - a. *During Project Construction*. During the Project's construction, the Parties agree the County shall own the:
 - (1) 18 acres of clearing and grubbing;
 - (2) 46,000 cubic yards of excavated material from the roadway/Project site;
 - (3) the 17,000 cubic yards of compacted material for the roadway/Project site embankment;
 - (4) 1,600 lineal feet of 8"- 42" storm pipe;
 - (5) 90 lineal feet of culvert;
 - (6) 1,800 lineal feet of 6"-8" sewer with clean outs;
 - (7) six (6) 48"-84" manholes;
 - (8) 1,100 lineal feet of 12" PVC water line with 14 gate valves and 2 hydrants; and
 - (9) the crushed rock base/top for 600 tons of asphalt roadway.
 - b. *After Project Completion*. After the Project's construction is completed, the Parties agree the City and County shall jointly own:
 - (1) 18 acres of clearing and grubbing;
 - (2) 46,000 cubic yards of excavated material from the roadway/Project site;
 - (3) the 17,000 cubic yards of compacted material for the roadway/Project site embankment;
 - (4) 1,600 lineal feet of 8"- 42" storm pipe;
 - (5) 90 lineal feet of culvert;

Joint Grant Management Agreement

- (6) 1,800 lineal feet of 6"-8" sewer with clean outs;
- (7) six (6) 48"-84" manholes;
- (8) 1,100 lineal feet of 12" PVC water line with 14 gate valves and 2 hydrants; and
- (9) the crushed rock base/top for 600 tons of asphalt roadway.

2. Small Airplane Repair and Maintenance Training Center.

- a. *During Project Construction.* During the Project's construction, the Parties agree the County shall own the 14,000 square foot concrete foundation and metal hangar building, including the 3,000 square foot classroom, office, and storage space, the 10,500 square foot hangar space, HVAC and fire suppression systems, and 2 65' by 16' hangar doors.
- b. *After Project Completion.* After the Project's construction is completed, the Parties agree the City and County shall jointly own, operate, and maintain the 14,000 square foot concrete foundation and metal hangar building, including the 3,000 square foot classroom, office, and storage space, the 10,500 square foot hangar space, HVAC and fire suppression systems, and 2 65' by 16' hangar doors.

C. Grant Administration.

- 1. EDA Project Reports. The Parties agree the County shall be responsible for filing EDA Project reports with EDA and shall provide copies of such Project reports to the City promptly after such filings.
- 2. Receipt and Distribution of Grant Funds. The Parties agree the County is designated to receive and distribute Grant funds and is responsible for providing all required EDA financial reports. The County agrees the City shall be authorized to receive reimbursements from the Grant through the County for allowable costs incurred (if any) for activities performed on the Project (including but not limited to allowable costs incurred by subrecipients). The County further agrees to notify the City of any actual or anticipated variance between the Project's budget and the estimated cost or expenditure rate on the Project promptly after the County discovers any such variance.
- 3. Contracting. The Parties agree the County shall be responsible for bidding, award, and management of all general construction contracts connected with the Project.
- 4. Matching. The Parties agree the City and County are jointly responsible for EDA's match requirement for the Grant.
- 5. Title to Land. The Parties agree and warrant the City and County each own a one-half undivided interest in all real property comprising the Airport (including the Project site) and are jointly responsible for holding title to the land required the Grant's implementation.

Joint Grant Management Agreement

6. Transfer of Ownership. The County agrees to be responsible for all legal processes associated with the transfers of ownership interests to the City for all personal property contemplated by this Agreement after the completion of the Project's construction.

D. Acceptance of Commitment.

1. Grant Application Forms and Award Documents. The Parties agree, understand, and accept they are bound by EDA Grant application forms and award documents they have executed, copies of which are attached to and made part of this Agreement as its **Exhibit D**.
2. Applicable Law. The Parties agree, understand, and accept they are bound by all applicable statutes and regulations connected with this Agreement, the Grant, the Project, EDA, and any and all other applicable authorities.
3. Application Materials. The Parties agree to individually submit all EDA-required application materials connected with the Project or Grant.

E. Submittal and Notification.

1. Submittal. The Parties agree to submit this Agreement to EDA with the intent to satisfy Specific Award Condition #22 of the Grant.
2. Prompt Notification. The Parties agree to promptly notify EDA of any amendments to or termination of this Agreement.

F. General Provisions.

1. Term. The Parties agree this Agreement commences upon its complete execution and expires naturally on June 30, 2026, or upon the Project's full completion and complete distribution of Grant funds, whichever later.
2. Mutual Indemnification. In accordance with the limitations of the Oregon Tort Claims Act and Oregon Constitution, the City agrees to indemnify, defend, and hold harmless the County (including its officers, employees, and agents) from all claims, suits, actions, losses, damages, liabilities, costs, and expenses (of any nature) resulting from, arising out of, or relating to City's (including its officers', employees', agents', and subcontractors') activities under this Agreement. In accordance with the limitations of applicable Washington law, the County agrees to indemnify, defend, and hold harmless the City (including its officers, employees, and agents) from all claims, suits, actions, losses, damages, liabilities, costs, and expenses (of any nature) resulting from, arising out of, or relating to the County's (including its officers', employees', agents', and subcontractors') activities under this Agreement.
3. Independent Contractor. The Parties agree and acknowledge their relationship is that of independent contracting parties and County is not an officer, employee, or agent of the City (as those terms are used in ORS 30.625 or otherwise).

Joint Grant Management Agreement

City of The Dalles, OR and Klickitat County, WA
 EDA – Federal Award ID Number 07-01-07839
 Page 4 of 6

4. Survival. The Parties agree the provisions of this Agreement that, by their sense and purpose, should survive its expiration or termination will so survive; including (without limitation) Sections B(1)(b), B(2)(b), C(6), D, and F(2).
5. Governing Law and Venue. The Parties agree all disputes connected with this Agreement or its performance shall be filed and heard in a court of competent jurisdiction in either Wasco County, Oregon, or Klickitat County, Washington, and any resolutions shall be construed respectively under the laws of the State of Oregon or State of Washington.
6. No Waiver. The Parties agree a Party's failure to insist upon strict adherence to a provision of this Agreement on any occasion shall not be considered a waiver of that Party's rights or deprive that Party of the right to thereafter insist upon strict adherence to that or any other provision of this Agreement.
7. Assignment. The Parties agree neither Party may assign or transfer any interest in this Agreement without the other Party's prior written consent and any such assignment or transfer (if approved) is subject to such conditions and provisions the other Party may deem necessary. The Parties agree this Agreement binds and benefits the Parties and their respective and permitted successors, agents, and assigns.
8. Integration and Amendments. The Parties agree this Agreement represents their full and final understanding and supersedes all prior or contemporaneous negotiations and agreements between them. The Parties further agree they may amend this Agreement at any time by mutual written agreement and subject to this Agreement's prompt EDA notification provisions.
9. Severability. The Parties agree any provision of this Agreement deemed illegal or unenforceable is severed from this Agreement and the other provisions remain in full force and effect.
10. Counterparts. The Parties agree this Agreement may be executed in one or more counterparts, each of which is an original, and all of which constitute only one agreement between the Parties.
11. Notices. The Parties agree all notices required or permitted to be given under this Agreement shall be deemed given and received two (2) days after deposit in the United States Mail, certified or registered form, postage prepaid, return receipt requested, and addressed:

To the City: City Manager
 City of The Dalles
 313 Court Street
 The Dalles, OR 97058

To the County: Klickitat County Board of County Commissioners
 115 W. Court Street, Mail Stop 201
 Goldendale, WA 98620

Joint Grant Management Agreement

City of The Dalles, OR and Klickitat County, WA
 EDA – Federal Award ID Number 07-01-07839
 Page 5 of 6

IN WITNESS WHEREOF, the Parties duly execute this **JOINT GRANT MANAGEMENT AGREEMENT** this ____ day of February, 2025.

CITY OF THE DALLES,
an Oregon municipal corporation

BOARD OF COUNTY COMMISSIONERS
Klickitat County, a Washington municipal corporation

Matthew B. Klebes, City Manager

Chairman

Commissioner

Commissioner

ATTEST:

ATTEST:

Amie Ell, City Clerk

Alisa Grumbles, Clerk of the Board

Approved as to form:

Approved as to form:

Jonathan M. Kara, City Attorney

David R. Quesnel, Prosecuting Attorney

Date

Date



AGENDA STAFF REPORT

AGENDA LOCATION: Item # 11C

MEETING DATE: February 24, 2025

TO: Honorable Mayor and City Council

FROM: Jeff Renard, Airport Manager

ISSUE: City Loan for Connect Oregon Grant Match Funds for T-Hangars

BACKGROUND: The Columbia Gorge Regional Airport now has 5 new taxi lanes completed from our 2024 FAA project, with the ability to build new T-Hangars adjacent to them. On October 10, 2024 the Oregon Transportation Commission awarded 19 Connect Oregon grants and we were the recipient of \$1,690,000 for our project. A 10-unit T-Hangar built adjacent to a taxi lane will cost approximately 1.2 million per building and we will be building two 10-unit T-Hangars.

BUDGET IMPLICATIONS: The grant application to Connect Oregon was for 1,680,000. The grant requires a 30% local match of \$720,000 for a total project cost of \$ 2.4 million.

Staff's proposal is to secure the required match of \$720,000 from the City and County in the form of a combined \$360,000 grant (\$180,000 for each) and a \$360,000 5-year loan with interest. The City will provide the loan of \$360,000 @ 4.5% with a 5-year term. (see attached amortization schedule)

Staff is planning to rent each unit in the newly built T-Hangars for \$450.00 per month or \$54,000 per year. With the two T-Hangars built, each with 10 units, total annual revenue will be \$108,000 per year. This revenue will be used to pay back the loans to the City. Afterwards, this revenue will be used to grow services and infrastructure at the airport as well as operations.

COUNCIL ALTERNATIVES:

1. **Staff Recommendation:** *Move to direct the City Manager to execute the loan with the Columbia Gorge Regional Airport in the amount of \$360,000 for the balance of the match funds required for the Connect Oregon Grant CO9-006.*
2. Direct staff to make requested changes for further review.
3. Take no action.

Loan Amortization Schedule

[HELP](#)

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Loan Information	
Loan Amount	360,000.00
Annual Interest Rate	4.50%
Term of Loan in Years	5
First Payment Date	4/30/2026
Payment Frequency	Annual
Compound Period	Annual
Payment Type	End of Period

Summary	
Rate (per period)	4.500%
Number of Payments	5
Total Payments	410,024.96
Total Interest	50,024.96
Est. Interest Savings	(0.01)

Annual Payment 82,004.99

Amortization Schedule

Rounding On

No.	Due Date	Payment	Additional Payment	Interest	Principal	Balance
						360,000.00
1	4/30/26	82,004.99		16,200.00	65,804.99	294,195.01
2	4/30/27	82,004.99		13,238.78	68,766.21	225,428.80
3	4/30/28	82,004.99		10,144.30	71,860.69	153,568.11
4	4/30/29	82,004.99		6,910.56	75,094.43	78,473.68
5	4/30/30	82,005.00		3,531.32	78,473.68	0.00



AGENDA STAFF REPORT

AGENDA LOCATION: #12A

MEETING DATE: February 24, 2025

TO: Honorable Mayor and City Council

FROM: City Attorney Jonathan Kara
City Manager Matthew Klebes

ISSUE: Discussion on proposed amendments to TDMC Chapter 5.16
(*Animals*)

BACKGROUND:

From time to time, the Police Department coordinates with the City Attorney's Office to support community livability and enforcement efforts by reviewing and enhancing provisions of The Dalles Municipal Code for legal sufficiency and administrative improvements.

Tonight, we are focusing on the City's animal regulations, codified as TDMC Chapter 5.16 (*Animals*). Later this spring, City staff expects to bring forth proposed amendments to the City's dog control ordinance, codified as TDMC Chapter 5.20 (*Dog Control*), for Council's discussion and consideration.

The City adopted its animal regulations in 1996. Since then (and currently), the City Clerk is required to issue animal permits upon (1) payment of a fee and (2) receipt of a completed permit application, a copy of which is attached to and made part of this Staff Report. That application merely includes some identifying information (e.g., name, address, types/number of animals, etc.) and a commitment by the applicant that the animals will not be kept in a manner detrimental to the public health, safety, and welfare.

➤ **No Substantive Criteria for Animal Permits**

Best practices for all permit applications are to include some substantive criteria for applicants to meet before an official permit is issued, such as proof that:

- the area where the animals are kept are maintained in a sanitary condition and

adequately enclosed from other person's property;

- the area where the animals are kept is a certain distance from neighboring properties;
- the lot is sufficiently sized to accommodate the number of animals present; and
- the area where the animals are kept or the lot they are on do not violate any City zoning or land use and development ordinances.

➤ **Limited Animal Permit Revocation Authority**

Currently, the ordinance only allows revocation of animal permits in limited circumstances involving neighbor petitions and when the owner keeps the animals in such a manner as to create a public nuisance. The ordinance does not currently allow the City to revoke an animal permit for animal mistreatment or for failing to meet substantive criteria (like the criteria above) because it does not currently have any substantive criteria.

➤ **Large and Unusual Animals Currently Allowed**

Currently, the ordinance allows all animals other than *cockerels, roosters, wolves, coyotes, bobcats, bears, foxes, and cougars* to be eligible for a permit. Animals currently allowed by permit include (without limitation) a bull, steer, cow, heifer, calf, horse, mare, gelding, colt, mule, donkey, swine, sheep, goat, and domesticated fowl (which includes turkeys, pullets, hens, pheasants, and emus)—there are no carve outs for exotic animals (e.g., tigers, gorillas, crocodiles, etc.). Aside from the obvious public safety concerns, the Animal Control Officer does not have the equipment to control animals much larger than goats and no facility in The Dalles or Wasco County, including Columbia Gorge Humane Society (CGHS), appear to be able to impound or care for animals larger than goats.

City staff prepared the attached proposed amendments to address the above issues with the current animal ordinance after:

- dozens of interdepartmental meetings between and thoughtful review by the City Manager's Office, City Attorney's Office, and Police Department;
- collaboration with the Oregon Department of Justice's Senior Assistant Attorney General for Animal Abuse; and
- engaging special counsel having specialized expertise on dog and animal matters and who assisted Wasco County's efforts to update its animal ordinance in 2024.

Staff's approach to preparing this Discussion Item was to put all of the ideas developed during our expansive review on the table for Council's discussion and consideration.

Special notice of tonight's discussion was sent to community stakeholders (including current animal permit holders, representatives of local veterinary medical facilities, CGHS, and the Municipal Judge) and was also advertised on the City's social media accounts as an additional effort to facilitate public engagement and meaningful

participation in the development of the proposed ordinance.

Copies of the current ordinance and the proposed amendments are included in your Agenda Packet; with that said, the proposed changes include such significant reformatting and restructuring to the current ordinance that the redline may not prove particularly practical for Council's review of the proposed changes tonight—to summarize the substantive amendments proposed for discussion tonight and reflecting the above efforts:

1. TDMC 5.16.010(C)(4). Added a definition for *continuous annoyance* to give the public, Animal Control Officer, and Municipal Judge clarity on what the City considers nuisance-level noise from animals: repeated howling, bleating, whining, etc. hearable beyond the boundary of the owner's real property and lasting for **(a)** at least 10 uninterrupted minutes or **(b)** intermittently for 15 total minutes in any 30-minute period. Made explicit that video or audio evidence of such continuous annoyances can be presented as evidence of a public nuisance violation.
2. TDMC 5.16.010(C)(6). Added a definition for *household pet* to exclusively mean domesticated dogs, cats, hamsters, guinea pigs, ferrets, parrots, parakeets, potbellied pigs, or other similarly sized animals determined by the Police Chief to be traditionally kept in cities as a household pet and readily available and lawful for purchase from a reputable pet store. *Household pets* do not require permits.
3. TDMC 5.16.010(C)(7). Added a definition for *livestock* to exclusively mean chickens, ducks, rabbits, and other similarly sized fur-bearing animals determined by the Police Chief as appropriate to allow in the City's corporate limits without harm to animal or public health, safety, or welfare. *Livestock* require permits. See #6 below for livestock permits.
4. TDMC 5.16.010(C)(9) and 5.16.020(A). Added a definition for *prohibited animal* to generally mean a species of animal not usually domesticated, regardless of comparative docility or familiarity of the individual animal with humans, including species which are wild by nature. Specifically, the term includes (without limitation): any animals considered invasive by the appropriate authority under applicable law, cows, bears, bobcats, cougars, coyotes, deer, elk, emus, exotic animals (as defined by ORS 609.305, as may be amended or superseded), foxes, goats, horses, non-permitted livestock, raccoons, roosters over the age of 6 months, sheep, squirrels, swine (other than potbellied pigs), turkeys, and wolves. *Prohibited animals* are not eligible for permits and are only allowed in the city limits if connected with an educational presentation, temporary circus, etc. or for limited vegetation management (all as determined by the Police Chief).
5. TDMC 5.16.020(B). Added a definition for *nonconforming animal* to mean any animal kept within the City's corporate limits pursuant to a duly issued permit under the current ordinance prior to July 1, 2025, but that is no longer authorized by the new ordinance after that date. Any person who has a current animal permit for such animals prior to July 1, 2025, is allowed to continue keeping that specific animal within the city limits until the animal deceases, is transferred to another person, the owner fails to renew their permit annually, the animal moves to a new

property in the City, or if the Police Chief revokes their permit consistent with the current revocation criteria (i.e., neighbor petitions or the animal is kept in such a manner as to create a public nuisance). Once one of those events occur, the owner must relocate the animal outside the City or otherwise dispose of it within 10 days or immediately if the public health, safety, or welfare is unreasonably threatened.

6. TDMC 5.16.020(C). Replaced *animal* permits with *livestock* permits to clarify not all animals are eligible for permitting. Clarified that permits are required for each species of livestock (not each individual livestock). Made the Police Chief responsible for issuing permits instead of the City Clerk. Added minimum necessary substantive criteria for the issuance of permits and requires the applicant to prove:

- i. the area and/or facilities where the livestock will be kept are maintained in a sanitary condition and adequately enclosed from other persons' property;
- ii. the area and/or facilities where the livestock will be kept is:
 - (a) not less than 10 feet (measured in a straight line) from any property line that borders a neighboring property having a structure used for human occupancy unless that neighboring property's owner agrees in writing to the applicant's keeping of livestock; and
 - (b) not less than 25 feet (measured in a straight line) from any structure used for human occupancy unless the occupant and owners of all such structures have agreed in writing to the applicant's keeping of livestock;
- iii. the following limits are met:

Number of Livestock	Minimum Lot Size
1-4	None
5	10,000 square feet
6 or more	+ 1,000 square feet/each livestock

- iv. the area and/or facilities where the livestock will be kept do not violate any City zoning or land use and development ordinances, as determined by the Community Development Department's concurrence; and
- v. the applicant commits to keep the area and/or facilities where the livestock are kept open for inspection at reasonable times by the Animal Control Officer for compliance with this ordinance.

7. TDMC 5.16.020(C)(5). Added the Police Chief's ability to revoke permits if they find the permittee or area and/or facilities where the permitted livestock are kept no longer complies with the permit issuance requirements or if the livestock otherwise present an unreasonable risk of danger to persons or property.

8. TDMC 5.16.020(C)(6). Added an appeal mechanism to the Municipal Court for any person aggrieved by a decision of the City with respect to livestock permits to have a hearing and present evidence.
9. TDMC 5.16.030(A). Expanded the types of situations giving rise to a public nuisance to include when:
 - i. the number of animals kept on any premises is found to exceed the number allowed by the ordinance, in which case each animal on premises exceeding that number is considered a separate public nuisance;
 - ii. it is shown that an animal escaped on-premises confinement at least 4 times in any 12-month period;
 - iii. an animal is found abandoned on public property;
 - iv. an animal's owner fails to maintain premises in a sanitary condition to such a degree that offensive odors connected with animals can be detected from beyond the premises; and
 - v. an animal's carcass remains on public property for more than 24 hours from the time its owner knew or should have known about its location.
10. TDMC 5.16.070. Adjusted penalties and liability for TDMC Chapter 5.16 violations as follows:
 - i. Increased the base penalty amount from not exceeding \$1,250.00 for all ordinance violations to not exceeding \$1,500.00 unless a more specific amount is specified for a particular violation, plus any applicable fees or charges (i.e., permitting fees, impound fees, restitution for damages, etc.).
 - ii. Imposed penalty not exceeding \$2,500.00 for maintaining a prohibited animal.

BUDGET IMPLICATIONS:

None at this time since this is a Discussion Item.

COUNCIL ALTERNATIVES:

Staff is seeking direction and input on the above proposed amendments at this time. As directed, we intend to incorporate Council's feedback to the draft ordinance and bring back a revised draft ordinance next month for Council's consideration as an action item for adoption.



This permit is issued in accordance with City of The Dalles Municipal Code Title **5.16.020 Possession of Animals**. Permitted animals are defined in the Code. There is a **\$25.00 fee**.

The City Clerk has the authority to revoke a permit under the following circumstances:

1. If over fifty percent (50%) of the total number of owners and residents of the property abutting the premises where the animal(s) are kept, sign and file a petition with the City Clerk requesting revocation of the permit;
2. When the owner keeps animal(s) in such a manner as to create a public nuisance, disturb neighborhood residents because of any noise, odor or damage, or interfere with the enjoyment of property of adjacent owners or residents.

* **APPLICANT FIRST NAME:**

* **APPLICANT LAST NAME:**

* **MAILING ADDRESS:**

* **PROPERTY OWNER:**

* **TYPE OF ANIMALS:**

* **NUMBER OF ANIMALS:**

* **APPLICANT PHONE:**

Ex. (123) 456-7890

* **SITE ADDRESS:**

***Applicant agrees that the animal(s) will not be kept in a manner which is detrimental to the public health, safety, or welfare. ATTACH PROPERTY OWNER CONSENT STATEMENT, IF PROPERTY IS NOT OWNED BY APPLICANT.

By clicking submit and pasting or typing your name/signature in the signature line, you confirm you are authorized to submit this form and affirmatively agree to the terms and conditions described.

* **APPLICANT SIGNATURE:**

Date

MM/DD/YYYY

Format: MM/DD/YYYY

Submit

CHAPTER 5.16 ANIMALS

5.16.010. Purpose, Intent, and Definitions.

A. Purpose. This Chapter's purpose is to:

1. establish certain requirements for keeping animals within the city limits and to prevent and address issues which might otherwise be associated with animals in populated areas;
2. protect the public from personal injury and property damage arising from animal conduct;
3. support responsible and humane animal ownership;
4. to abate nuisances and reduce risks from hazards; and
5. support animal and public health, safety, and welfare.

B. Intent. This Chapter's intent is not limited only to decreasing the chances of personal injury or property damage from bites or attacks but also includes:

1. minimizing opportunities for personal injuries, continuous annoyances, and property damage arising from animals biting, scratching, lunging, chasing, knocking down, kicking, running at large, and other similar conduct; and
2. supporting animal and public health, safety, and welfare by imposing reasonable requirements for keeping animals within the city limits.

C. Definitions. As used in this Chapter, except where the context indicates otherwise, the following terms (regardless of capitalization) and both their singular and plural and noun and verb forms, as applicable, mean the following:

1. "Animal" means any domestic or wild live vertebrate creature, excluding household pets.
2. "Animal Control Officer" means the person holding the position of Animal Control Officer within The Dalles Police Department, a City Police Officer, City reserve Police Officer, Community Service Officer, and Codes Enforcement Officer, any other person designated by applicable law, or any person with whom the City enters an agreement for the control of animals within the city limits.
3. "Chief of Police" means the person holding the position of Chief of Police of The Dalles Police Department or their designee.
4. "Continuous annoyance" means a continuous annoyance, alarm, or disturbance lasting at least 10 minutes or in intermittent episodes spanning 15 total minutes in any 30-minute period, at any time of day, caused by repeated vocalizations, bleating, whining,

howling, or other similar sounds hearable beyond the boundary of the owner's real property or vehicle.

5. "Dangerous animal" means:
 - a. any animal with a propensity, tendency, or disposition to (without provocation) attack and cause injury to or otherwise endanger the safety of humans or animals;
 - b. any animal that menaces or puts a person in reasonable fear of bodily harm; or
 - c. any animal which attacks a person, animal, or household pet 1 or more times without provocation.
6. "Household pets" exclusively means domesticated dogs, cats, hamsters, guinea pigs, ferrets, parrots, parakeets, potbellied pigs, or other similarly sized animals determined by the Chief of Police to be traditionally kept in cities as a household pet and readily available and lawful for purchase from a reputable pet store.
7. "Livestock" exclusively means chickens, ducks, rabbits, and other similarly sized fur-bearing animals determined by the Chief of Police as appropriate to allow in the City's corporate limits without harm to animal or public health, safety, or welfare.
8. "Owner" means a person, firm, association, or corporation having a property right in an animal, or who harbors any animal or has one in their care, or acts as its custodian, or who knowingly permits any animal to remain on or about any premises owned or occupied by that person. "Owner" does not include the Animal Control Officer or a person or business which, on their premises, boards or grooms animals for a fee or a veterinary medical facility, humane society, or other nonprofit animal shelter temporarily maintaining animals owned by other persons for a period of not more than 30 days.
9. "Prohibited animal" generally means a species of animal not usually domesticated, regardless of comparative docility or familiarity of the individual animal with humans, including species which are wild by nature. Specifically, the term includes (without limitation): any animals considered invasive by the appropriate authority under applicable law, cows, bears, bobcats, cougars, coyotes, deer, elk, emus, exotic animals (as defined by ORS 609.305, as may be amended or superseded), foxes, goats, horses, non-permitted livestock, sheep, raccoons, roosters over the age of 6 months, squirrels, swine (other than potbellied pigs), turkeys, and wolves.
10. "Sanitary condition" means a condition of reasonably good order and cleanliness so as to minimize the possibility of disease transmission and undue odor.
11. "Veterinary medical facility" has the meaning given that term by OAR 875-005-0005(15), as may be amended or superseded, located within the city limits.

5.16.020. Prohibited and Nonconforming Animals and Livestock Permits.

- A. Prohibited Animals. Other than in connection with an educational presentation, temporary

circus, tent show, carnival providing animal performances, or limited vegetation management (all as determined by the Chief of Police), no person shall cause or allow the keeping of prohibited animals on real property within the City's corporate limits.

B. Nonconforming Animals.

1. Defined. Any animal kept within the City's corporate limits pursuant to a duly issued permit under this Chapter prior to July 1, 2025, but that is no longer authorized by this Chapter after that date shall be considered a nonconforming animal.
2. Nonconforming Offspring. The offspring of a nonconforming animal is not itself a nonconforming animal. The offspring of a nonconforming animal is a public nuisance subject to abatement pursuant to this Chapter.
3. Nonconforming Animal Permits. Any person holding an animal permit duly issued for a nonconforming animal prior to July 1, 2025, shall be allowed to continue causing or allowing the keeping of that specific nonconforming animal on real property within the City's corporate limits until the earliest of the following occurrences:
 - a. The nonconforming animal deceases;
 - b. The nonconforming animal is transferred to another person;
 - c. The owner fails to renew the applicable animal permit annually by paying the livestock permit fee by no later than March 1st of each year;
 - d. The nonconforming animal is no longer located at the address the person provided the City when originally applying for their previously issued animal permit; or
 - e. The Chief of Police revokes their previously issued animal permit under the following circumstances:
 - i. If over 50% of the total number of owners and residents of the property abutting upon the premises where the nonconforming animal or animals are kept sign and file a petition with the City Clerk requesting revocation of the permit; or
 - ii. When the owner keeps the nonconforming animal or animals in such a manner as to create a public nuisance, disturb neighborhood residents because of any noise, odor, or damage, or interfere with the adjacent owners' or residents' enjoyment of property.
4. Process Following Revocation. Following the occurrence of any event listed in subsection B(3)(c) – (e) resulting in the Chief of Police's revocation, the person who held the animal permit for the nonconforming animal shall have 10 days to relocate or otherwise dispose of the nonconforming animal unless the Chief of Police or Animal Control Officer finds the nonconforming animal presents an unreasonable threat to public health, safety, or welfare, in which case such relocation shall be required effective immediately.

C. Livestock Permits.

1. Annual Livestock Permits Required. No person shall cause or allow the keeping of any livestock on real property within the City’s corporate limits without obtaining and maintaining a current and valid permit issued pursuant to this section for each species of livestock they cause or allow to be kept. Livestock permits shall be valid for 1 year from the date of issuance or until the livestock is transferred to another person or deceases (whichever earliest).
2. Timing. Any person intending on causing or allowing the keeping of any livestock shall, not later than March 1st of each year or within 30 days from the date the person becomes the owner of the livestock (whichever earlier), obtain a livestock permit issued pursuant to this section.
3. Livestock Permit Annual Fee. The City Council shall by resolution determine an annual livestock permit fee in such amount as it finds necessary to enable the City to carry out the provisions of this Chapter.
4. Livestock Permit Requirements. The Chief of Police shall issue a livestock permit when they confirm the following requirements are satisfied:
 - a. Fee Payment. The applicant shall pay the current applicable livestock permit fee established by resolution.
 - b. Complete Application. The applicant shall fully complete and submit to the Chief of Police a livestock permit application furnished by the City and including proof the applicant meets the following minimum requirements:
 - i. the area and/or facilities where the livestock will be kept are maintained in a sanitary condition and adequately enclosed from other persons’ property;
 - ii. the area and/or facilities where the livestock will be kept is:
 - (a) not less than 10 feet (measured in a straight line) from any property line that borders a neighboring property having a structure used for human occupancy unless that neighboring property’s owner agrees in writing to the applicant’s keeping of livestock; and
 - (b) not less than 25 feet (measured in a straight line) from any structure used for human occupancy unless the occupant and owners of all such structures have agreed in writing to the applicant’s keeping of livestock;
 - iii. the following limits are met:

Number of Livestock	Minimum Lot Size
1-4	None
5	10,000 square feet

6 or more	+ 1,000 square feet/each livestock
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- iv. the area and/or facilities where the livestock will be kept do not violate any City zoning or land use and development ordinances, as determined by the Community Development Department's concurrence; and
 - v. the applicant commits to keep the area and/or facilities where the livestock are kept open for inspection at reasonable times by the Animal Control Officer for compliance with this Chapter.
5. Livestock Permit Revocation. The Chief of Police may revoke a permit if they find the permittee or area and/or facilities where the permitted livestock are kept no longer complies with the issuance requirements or if they find the livestock present an unreasonable risk of danger to persons or property. Any permittee whose permit is revoked shall have 10 days to relocate or otherwise dispose of the livestock unless the Chief of Police or Animal Control Officer finds the livestock present an unreasonable threat to public health, safety, or welfare, in which case such relocation shall be required effective immediately.
6. Appeal of Revocation or Denial of Application.
- a. Process. Any person aggrieved by a decision of the City under this section C may seek review of that decision by filing a written appeal with the Municipal Court not more than 5 days after that decision or the day they reasonably knew or should have known of that decision (whichever earliest). All appeals shall include:
 - i. the name and address of the appellant;
 - ii. the reason given by the City for its decision and the reasons the appellant believes the determination is incorrect;
 - iii. a description of the livestock being kept or desired to be kept and of the area and/or facilities for keeping the livestock; and
 - iv. a map showing the location of the area and/or facilities where the livestock will be kept and structures in relation to the appellant's property lines, abutting properties, and all structures used for human occupancy.
 - b. Hearing. The Municipal Court shall hear timely filed written appeals during the course of its regular business. The Municipal Judge shall determine the appeal on the basis of the Chief of Police's or Animal Control Officer's report, recommendation from the City Attorney if requested, appellant's written statement, and any additional evidence the Municipal Judge deems appropriate. If the Municipal Judge decides to take oral argument or evidence at the hearing, the appellant may present testimony and oral argument personally or by counsel. The rules of evidence as used by courts of law do not apply. The appellant shall have the burden of proving the error in the City's determination. The Municipal Court shall issue the Municipal Judge's written decision within 5 business days of the hearing

date. The Municipal Judge's decision is final.

- c. Status of Livestock Pending Revocation Appeal. If a written appeal from a revocation is timely filed, the permittee shall be allowed to continue to keep the livestock for which the permit was obtained pending the determination of the appeal, unless the Chief of Police or Animal Control Officer finds the livestock present an unreasonable threat to public health, safety, or welfare, in which case such relocation shall be required effective immediately.

5.16.030. Animal as Public Nuisance.

A. Public Nuisance Declared. An animal is a public nuisance if it:

1. the number of animals kept on any premises is found to exceed the number allowed by this Chapter, in which case each animal on premises exceeding that number is considered a separate public nuisance;
2. bites, injures, or causes injury to a person without provocation;
3. chases vehicles or persons off premises or when it is shown that the animal escaped on-premises confinement at least 4 times in any 12-month period;
4. it is found abandoned on public property;
5. an owner fails to maintain premises in a sanitary condition to such a degree that offensive odors connected with animals can be detected from beyond the premises;
6. damages or destroys property of persons other than the animal's owner;
7. scatters garbage off premises;
8. its carcass remains on public property for more than 24 hours from the time its owner knew or should have known about its location;
9. runs at large upon public property or private property of persons other than the animal's owner;
10. disturbs any person by continuous annoyance. For purposes of determining whether an animal disturbs a person by continuous annoyance, a video and audio recording captured off premises and showcasing the animal's conduct as meeting this Chapter's definition of "continuous annoyance" shall be considered prima facie evidence of an animal as a public nuisance when the recording is submitted to the Animal Control Officer in connection with a complaint; or
11. is a dangerous animal.

B. Public Nuisance Prohibited. The owner of an animal within the City's corporate limits shall not allow their animal to be a public nuisance.

- C. Complaints. Any person who has cause to believe an animal is being maintained as a public nuisance may complain, either orally or in writing, to the Chief of Police or Animal Control Officer and such complaining shall be considered sufficient cause for the City to investigate the matter and determine if a violation of any provision of this Chapter occurred or is occurring.
- D. Exception. An animal shall not be considered a public nuisance under this Chapter or destroyed if the animal bites a person wrongfully assaulting the animal's owner or if the animal bites a person who trespasses upon the animal owner's property.

5.16.040. Destruction of Animals.

- A. Destruction of At Large Animals. The Animal Control Officer or a person acting in self-defense or defense of others may destroy any animal running at large and which (because of its disposition or condition) is too dangerous to apprehend.
- B. Rabies Hold. Any animal impounded for biting or killing a person shall be held for not less than 10 days to determine if the animal is rabid before destruction.

5.16.050. Impoundment and Disposition of Animals.

- A. Public Nuisance Impoundment and Citation. When any animal is found to be a public nuisance under the provisions of this Chapter, the Chief of Police or Animal Control Officer may impound the animal, issue a citation to the owner, or do both.
- B. Impoundment Notice. When an animal is impounded under this Chapter, the Chief of Police or the City's contractor shall post a notice for at least 3 days on the City's website or on the contractor's website and providing a description of the animal and the time and location of the animal's impoundment. The Chief of Police shall make reasonable efforts to notify the owner during the 3-day period.
- C. Other than Dangerous Animal Impoundment. If the animal has been impounded for any reason other than being a dangerous animal, and the owner of the animal does not claim it within the time frame set forth in subsection B, the animal may be sold to another for the sum of the charges mentioned in subsection D. If no owner appears to redeem the animal within the prescribed time, or if the animal has been impounded as a public nuisance for biting, killing, or injuring a person, it shall be destroyed in a humane manner.
- D. Redemption. If the owner of an animal impounded under this Chapter desires its release, the owner shall pay an impound fee as set by City Council resolution and submit proof of a current valid livestock permit for the animal. Any owner redeeming an impounded animal shall pay, in addition to the impound fee, the total of the daily care expenses accrued during the impound period (including during any appeal) plus any other expenses incurred in the City's or City's contractor's keeping of the animal.
- E. Impoundment Appeals. Any owner aggrieved by the impounding of their animal may seek review of that impoundment by filing a written appeal with the Municipal Court not more than 3 days after impoundment. The Municipal Court shall schedule a time and place for hearing such application and notify the Chief of Police and the Municipal Judge. Following

the presentation of testimony and evidence, the Municipal Judge shall determine whether the animal has been wrongfully impounded, whether it shall be returned to its owner, and upon what terms.

5.16.060. Enforcement.

- A. Enforcement. This Chapter shall be enforced by Animal Control Officer, The Dalles Police Department, the City Attorney's Office, and the Municipal Court. The Animal Control Officer may issue citations for violations of this Chapter using the Oregon Uniform Citation and Complaint cited to the Municipal Court.
- B. Interference. It is unlawful for any person to interfere in any way with the enforcement of this Chapter.
- C. Entry onto Private Land. The Animal Control Officer may enter onto private property, including any building or dwelling, at any time with permission of the property owner or occupant and in the course of the Animal Control Officer's duties to or enforcement of the provisions of this Chapter. When permission to enter is not given by the property owner or occupant, the Animal Control Officer may obtain a warrant from the Municipal Court based on probable cause that a violation of the provisions of this Chapter exists, except that a warrant is not needed in cases of emergency, exigent circumstances, or any other constitutionally authorized warrant exception.

5.16.070. Penalties.

- A. For All Violations. Any person convicted of any violation of this Chapter by the Municipal Court or any other court of competent jurisdiction shall be subject to:
 - 1. a fine not to exceed the sum of \$1,500.00 per violation, unless a more particular penalty for conviction of a violation of a specific provision or provisions of this Chapter is included in elsewhere in this section;
 - 2. payment of all applicable fees imposed by Council resolution, Wasco County, any impounding humane society or other nonprofit animal shelter, or veterinary clinic connected with such violation;
 - 3. in the court's discretion, an order requiring restitution for damages, including injuries;
 - 4. in the court's discretion, removal of the relevant animal or animals from the City's corporate limits; and
 - 5. in the court's discretion, any other remedy within its power.
- B. Violation for Prohibited Animals. Violation of Section 5.16.020(A) is punishable, upon conviction, by a fine not to exceed \$2,500.00. The court shall order the removal of the animal or animals involved in such a violation from the City's corporate limits unless the court finds the interests of justice or equity clearly outweigh animal or public health, safety, and welfare in the particular instance.

- C. Costs. Any person convicted of any violation of this Chapter shall, upon that conviction, owe the City full restitution for its costs associated with that person's or animal's conduct giving rise to the violation, including (without limitation) costs for animal impoundment and related care expenses, medical expenses, nuisance abatement, and destruction and disposal costs. Such restitution may be enforced and recovered by the City in the broadest possible way subject only to applicable law.

5.16.080. Severability.

- A. Chapter Severable. The provisions of this Chapter are severable. Any provision of this Chapter deemed invalid by a court of competent jurisdiction shall not impact any other provision.

CHAPTER 5.16
ANIMALS

§5.16.010. Purpose, Intent, and Definitions.

A. Purpose. This Chapter's purpose is to:

1. establish certain requirements for keeping animals within the city limits and to prevent and address issues which might otherwise be associated with animals in populated areas;
2. protect the public from personal injury and property damage arising from animal conduct;
3. support responsible and humane animal ownership;
4. to abate nuisances and reduce risks from hazards; and
5. support animal and public health, safety, and welfare.

B. Intent. This Chapter's intent is not limited only to decreasing the chances of personal injury or property damage from bites or attacks but also includes:

1. minimizing opportunities for personal injuries, continuous annoyances, and property damage arising from animals biting, scratching, lunging, chasing, knocking down, kicking, running at large, and other similar conduct; and
2. supporting animal and public health, safety, and welfare by imposing reasonable requirements for keeping animals within the city limits.

A.C. Definitions. As used in this Chapter, except where the context indicates otherwise, the following ~~shall~~ terms (regardless of capitalization) and both their singular and plural and noun and verb forms, as applicable, mean the following:

~~“Animal” means any bull, steer, cow, heifer, calf, horse, mare, gelding, colt, mule, donkey, swine, sheep, goat, or other similar animal, and any domesticated fowl. For purposes of this chapter, “animal” does not include a dog, cat, or a hamster, guinea pig, rabbit, ferret, parrot, parakeet, or other similar animal kept as a household pet.~~

~~“City” means the City of The Dalles.~~

1. ~~“City Clerk~~“Animal” means any domestic or wild live vertebrate creature, excluding household pets.
2. “Animal Control Officer” means the person holding the position of Animal Control Officer within The Dalles Police Department, a City Police Officer, City reserve Police Officer, Community Service Officer, and Codes Enforcement Officer, any other person designated by applicable law, or any person with whom the City enters an agreement for the control of animals within the city limits.

~~1.3.~~ “Chief of Police” means the duly appointed City Clerk of the City, or authorized person holding the position of Chief of Police of The Dalles Police Department or their designee.

~~“City Council” means the governing body of the City.~~

4. “Continuous annoyance” means a continuous annoyance, alarm, or disturbance lasting at least 10 minutes or in intermittent episodes spanning 15 total minutes in any 30-minute period, at any time of day, caused by repeated vocalizations, bleating, whining, howling, or other similar sounds hearable beyond the boundary of the owner’s real property or vehicle.

~~2.5.~~ “Dangerous animal” means:

a. any animal with a propensity, tendency, or disposition to ~~attack,~~ (without provocation,) attack and cause injury to, or otherwise endanger the safety of humans or ~~other domestic~~ animals;

a.b. any animal that menaces or puts a person in reasonable fear of bodily harm; or

b.c. any animal which attacks a ~~human being or other domestic~~ person, animal ~~one, or~~ household pet 1 or more times without provocation.

~~“Domesticated fowl” means any bird that has been adapted to live with humans, or which is bred and raised for human benefit or use. For purposes of this chapter, “domesticated fowl” includes, but is not limited to, turkeys, pullets, hens, pheasants, and emus.~~

6. “Household pets” exclusively means domesticated dogs, cats, hamsters, guinea pigs, ferrets, parrots, parakeets, potbellied pigs, or other similarly sized animals determined by the Chief of Police to be traditionally kept in cities as a household pet and readily available and lawful for purchase from a reputable pet store.

7. “Livestock” exclusively means chickens, ducks, rabbits, and other similarly sized fur-bearing animals determined by the Chief of Police as appropriate to allow in the City’s corporate limits without harm to animal or public health, safety, or welfare.

~~3.8.~~ “Owner” means a person, firm, association, or corporation having a property right in an animal, or who harbors any animal or has one in ~~his or her~~ their care, or acts as its custodian, or who knowingly permits any animal to remain on or about any premises owned or occupied by that person. “Owner” does not include the Animal Control Officer or a person or business which, on their premises, boards or grooms animals for a fee, ~~or veterinarians or a veterinary medical facility, humane society, or other nonprofit animal shelter~~ temporarily maintaining animals owned by other persons, ~~on their premises~~, for a period of not more than 30 days.

~~4.9.~~ “Wild Prohibited animal” generally means a species of animal not usually domesticated, regardless of comparative docility or familiarity of the individual animal with humans, including species which are wild by nature. Specifically, the term includes (without

limitation) the following): any animals: cockerels, roosters, wolves, coyotes, considered invasive by the appropriate authority under applicable law, cows, bears, bobcats, bears, cougars, coyotes, deer, elk, emus, exotic animals (as defined by ORS 609.305, as may be amended or superseded), foxes, goats, horses, non-permitted livestock, sheep, raccoons, roosters over the age of 6 months, squirrels, swine (other than potbellied pigs), turkeys, and cougarswolves.

10. §“Sanitary condition” means a condition of reasonably good order and cleanliness so as to minimize the possibility of disease transmission and undue odor.

11. “Veterinary medical facility” has the meaning given that term by OAR 875-005-0005(15), as may be amended or superseded, located within the city limits.

5.16.020. Possession of Prohibited and Nonconforming Animals—Permit Requirement and Livestock Permits.

A. Prohibited Animals. Other than in connection with an educational presentation, temporary circus, tent show, carnival providing animal performances, or limited vegetation management (all as determined by the Chief of Police), no person shall cause or allow the keeping of prohibited animals on real property within the City’s corporate limits.

B. Nonconforming Animals.

1. Defined. Any animal kept within the City’s corporate limits pursuant to a duly issued permit under this Chapter prior to July 1, 2025, but that is no longer authorized by this Chapter after that date shall be considered a nonconforming animal.

2. Nonconforming Offspring. The offspring of a nonconforming animal is not itself a nonconforming animal. The offspring of a nonconforming animal is a public nuisance subject to abatement pursuant to this Chapter.

3. Nonconforming Animal Permits. Any person holding an animal permit duly issued for a nonconforming animal prior to July 1, 2025, shall be allowed to continue causing or allowing the keeping of that specific nonconforming animal on real property within the City’s corporate limits until the earliest of the following occurrences:

a. The nonconforming animal deceases;

b. The nonconforming animal is transferred to another person;

c. The owner fails to renew the applicable animal permit annually by paying the livestock permit fee by no later than March 1st of each year;

The No person shall keep any animal within the City, except when animals are being transported for commercial purposes, without first obtaining a permit from the City Clerk.

Conditions. The City Clerk shall issue permits for animals, upon payment of the required fee, as established by the Council by resolution, and receipt of a completed permit application which includes an agreement by the owner that the animal or animals will not be kept in a manner which

~~is detrimental to the public health, safety, or welfare.~~

~~d. Revocation. The City Clerk shall have authority to revoke a nonconforming animal is no longer located at the address the person provided the City when originally applying for their previously issued animal permit; or~~

~~a-e. The Chief of Police revokes their previously issued animal permit under the following circumstances:~~

- ~~i. If over 50% of the total number of owners and residents of the property abutting upon the premises where the nonconforming animal or animals are kept; sign and file a petition with the City Clerk requesting revocation of the permit; or~~
- ~~ii. When the owner keeps a nonconforming animal or animals in such a manner as to create a public nuisance, disturb neighborhood residents because of any noise, odor, or damage, or interfere with the adjacent owners' or residents' enjoyment of property of adjacent owners or residents.~~

~~4. Process Following Revocation. Following the occurrence of any event listed in subsection B(3)(c) – (e) resulting in the Chief of Police's revocation, the person who held the animal permit for the nonconforming animal shall have 10 days to relocate or otherwise dispose of the nonconforming animal unless the Chief of Police or Animal Control Officer finds the nonconforming animal presents an unreasonable threat to public health, safety, or welfare, in which case such relocation shall be required effective immediately.~~

C. Livestock Permits.

~~1. Annual Livestock Permits Required. No person shall cause or allow the keeping of any livestock on real property within the City's corporate limits without obtaining and maintaining a current and valid permit issued pursuant to this section for each species of livestock they cause or allow to be kept. Livestock permits shall be valid for 1 year from the date of issuance or until the livestock is transferred to another person or deceases (whichever earliest).~~

~~2. Timing. Any person intending on causing or allowing the keeping of any livestock shall, not later than March 1st of each year or within 30 days from the date the person becomes the owner of the livestock (whichever earlier), obtain a livestock permit issued pursuant to this section.~~

~~3. Livestock Permit Annual Fee. The City Council shall by resolution determine an annual livestock permit fee in such amount as it finds necessary to enable the City to carry out the provisions of this Chapter.~~

~~4. Livestock Permit Requirements. The Chief of Police shall issue a livestock permit when they confirm the following requirements are satisfied:~~

~~a. Fee Payment. The applicant shall pay the current applicable livestock permit fee established by resolution.~~

b. Complete Application. The applicant shall fully complete and submit to the Chief of Police a livestock permit application furnished by the City and including proof the applicant meets the following minimum requirements:

i. the area and/or facilities where the livestock will be kept are maintained in a sanitary condition and adequately enclosed from other persons' property;

ii. the area and/or facilities where the livestock will be kept is:

(a) not less than 10 feet (measured in a straight line) from any property line that borders a neighboring property having a structure used for human occupancy unless that neighboring property's owner agrees in writing to the applicant's keeping of livestock; and

(b) not less than 25 feet (measured in a straight line) from any structure used for human occupancy unless the occupant and owners of all such structures have agreed in writing to the applicant's keeping of livestock;

iii. the following limits are met:

Number of Livestock	Minimum Lot Size
1-4	None
5	10,000 square feet
6 or more	+ 1,000 square feet/each livestock

~~Upon revocation of a permit, the owner shall be allowed seven days in which to remove the animal or animals. The owner shall have the right to appeal to the Council by filing an appeal with the City Clerk. The notice of appeal must be filed within five days after receipt of the notice of revocation sent by the City Clerk. The revocation shall be stayed pending the hearing by the Council.~~

~~§~~

iv. the area and/or facilities where the livestock will be kept do not violate any City zoning or land use and development ordinances, as determined by the Community Development Department's concurrence; and

v. the applicant commits to keep the area and/or facilities where the livestock are kept open for inspection at reasonable times by the Animal Control Officer for compliance with this Chapter.

5. Livestock Permit Revocation. The Chief of Police may revoke a permit if they find the permittee or area and/or facilities where the permitted livestock are kept no longer complies with the issuance requirements or if they find the livestock present an unreasonable risk of danger to persons or property. Any permittee whose permit is revoked shall have 10 days to relocate or otherwise dispose of the livestock unless the Chief of Police or Animal Control Officer finds the livestock present an unreasonable threat to public health, safety, or welfare, in which case such relocation shall be required effective immediately.

6. Appeal of Revocation or Denial of Application.

- a. Process. Any person aggrieved by a decision of the City under this section C may seek review of that decision by filing a written appeal with the Municipal Court not more than 5 days after that decision or the day they reasonably knew or should have known of that decision (whichever earliest). All appeals shall include:
- i. the name and address of the appellant;
 - ii. the reason given by the City for its decision and the reasons the appellant believes the determination is incorrect;
 - iii. a description of the livestock being kept or desired to be kept and of the area and/or facilities for keeping the livestock; and
 - iv. a map showing the location of the area and/or facilities where the livestock will be kept and structures in relation to the appellant's property lines, abutting properties, and all structures used for human occupancy.
- b. Hearing. The Municipal Court shall hear timely filed written appeals during the course of its regular business. The Municipal Judge shall determine the appeal on the basis of the Chief of Police's or Animal Control Officer's report, recommendation from the City Attorney if requested, appellant's written statement, and any additional evidence the Municipal Judge deems appropriate. If the Municipal Judge decides to take oral argument or evidence at the hearing, the appellant may present testimony and oral argument personally or by counsel. The rules of evidence as used by courts of law do not apply. The appellant shall have the burden of proving the error in the City's determination. The Municipal Court shall issue the Municipal Judge's written decision within 5 business days of the hearing date. The Municipal Judge's decision is final.
- c. Status of Livestock Pending Revocation Appeal. If a written appeal from a revocation is timely filed, the permittee shall be allowed to continue to keep the livestock for which the permit was obtained pending the determination of the appeal, unless the Chief of Police or Animal Control Officer finds the livestock present an unreasonable threat to public health, safety, or welfare, in which case such relocation shall be required effective immediately.

5.16.030. ~~Animals as a Public Nuisance~~;

Public Nuisance ~~Prohibited~~—~~Complaint~~.

A. Declared. An animal is a public nuisance if it:

- 1. the number of animals kept on any premises is found to exceed the number allowed by this Chapter, in which case each animal on premises exceeding that number is considered a separate public nuisance;

~~1-2.~~ bites, injures, or causes injury to a person ~~or other domesticated animal~~ without provocation;

~~2-3.~~ chases vehicles or persons off premises or when it is shown that the animal escaped on-premises confinement at least 4 times in any 12-month period;

4. it is found abandoned on public property;

5. an owner fails to maintain premises in a sanitary condition to such a degree that offensive odors connected with animals can be detected from beyond the premises;

~~3-6.~~ damages or destroys property of persons other than the animal's owner ~~of the animal;~~

~~4-7.~~ scatters garbage off premises;

8. its carcass remains on public property for more than 24 hours from the time its owner knew or should have known about its location;

~~5-9.~~ runs at large upon public property or private property of persons other than the animal's owner ~~of the animal;~~

~~Disturbs any person by frequent or prolonged noises;~~

~~Is a female in heat and running at large; or~~

10. disturbs any person by continuous annoyance. For purposes of determining whether an animal disturbs a person by continuous annoyance, a video and audio recording captured off premises and showcasing the animal's conduct as meeting this Chapter's definition of "continuous annoyance" shall be considered prima facie evidence of an animal as a public nuisance when the recording is submitted to the Animal Control Officer in connection with a complaint; or

~~6-11.~~ is a dangerous animal.

B. Public Nuisance Prohibited. The owner ~~or keeper~~ of an animal within the City's ~~City's~~ corporate limits shall not allow ~~his or her~~ their animal to be a public nuisance.

C. Complaints. Any person who has cause to believe an animal is being maintained as a public nuisance may complain, either orally or in writing, to the Chief of Police or ~~authorized designee.~~ The Animal Control Officer and such complaining shall be considered sufficient cause for the City to investigate the matter and determine if ~~the owner or keeper a violation of the animal has violated the provisions~~ any provision of this Chapter occurred or is occurring.

D. Exception. An animal shall not be considered a public nuisance under this Chapter or destroyed if the animal bites a person wrongfully assaulting the animal's owner; or if the animal bites a person who trespasses upon the animal owner's property.

~~§ 5.16.040. Wild~~ Destruction of Animals.

A. Except as provided in subsection A of this section, no person shall keep in captivity within

~~the City limits a wild animal.~~Destruction of At Large Animals. The Animal Control Officer or a person acting in self-defense or defense of others may destroy any animal running at large and which (because of its disposition or condition) is too dangerous to apprehend.

B. Rabies Hold. Any animal impounded for biting or killing a person shall be held for not less than 10 days to determine if the animal is rabid before destruction.

~~The provisions of this section do not apply to the owners of a circus, tent show, or carnival which is providing performances within the City limits.~~

§5.16.050. Impoundment and Disposition of Animals.

- A. Public Nuisance Impoundment and Citation. When any animal is found to be a public nuisance under the provisions of this Chapter, the Chief of Police or ~~authorized designee~~Animal Control Officer may impound the animal, issue a citation to the owner, or do both.
- B. Impoundment Notice. When an animal is impounded under this Chapter, the Chief of Police ~~or the City's contractor~~ shall post, ~~at a visible location at the City Hall,~~ a notice ~~giving for at least 3 days on the City's website or on the contractor's website and providing~~ a description of the animal, and the time and location of the animal's impoundment. The ~~notice~~Chief of Police shall ~~be posted for three days, make~~ reasonable efforts ~~shall be made~~ to notify the owner during the ~~three~~3-day period.
- C. Other than Dangerous Animal Impoundment. If the animal has been impounded for any reason other than being a dangerous animal, and the owner of the animal does not claim it within the time frame set forth in subsection B ~~of this section,~~ the animal may be sold to another for the sum of the charges mentioned in ~~Section 5.16.070~~subsection D. If no owner appears to redeem the animal within the prescribed time, or if the animal has been impounded as a public nuisance for biting, killing, or injuring a person, it shall be destroyed in a humane manner.

~~Any animal impounded for biting or killing a person shall be held for not less than 10 days before destruction to determine if the animal is rabid.~~

~~Any animal running at large, which because of its disposition or diseased condition is too dangerous to apprehend, may be destroyed by a peace officer, animal control officer, or by a person acting in defense of him or herself, his or her family, or another person.~~

§5.16.060. Release of Impounded Animals.

~~When otherwise permitted by the terms of this chapter, if no permit has been issued as required by City ordinance, the animal may be released to the owner or a person purchasing the animal under Section 5.16.050(C) upon submission of proof that a permit has been obtained.~~

§5.16.070. Redemption.

- D. ~~Should~~If the owner of an animal impounded under this Chapter desires its release, the

owner shall pay an impound fee as set by City Council resolution and submit proof of a current valid livestock permit for the animal. Any owner redeeming an impounded animal shall pay, in addition to the impound fee, the total of the daily care expenses accrued during the impound period (including during any appeal) plus any other expenses incurred in the City's or City's contractor's keeping of the animal.

~~§ Impoundment~~ ~~5.16.080. Penalties.~~

~~Violation of any provision of this chapter is punishable, upon conviction in the municipal court, by a fine not to exceed \$1,250.00.~~

- E. ~~§ 5.16.090. Appeals.~~ Any ~~animal~~ owner aggrieved by the ~~seizure and~~ impounding of ~~his or her~~their animal, may ~~apply to the City Manager for the release of such animal, provided such appeal is filed within three days of the date of the seizure and seek review of that impoundment, by filing a written appeal with the Municipal Court not more than 3 days after impoundment.~~ The ~~City Manager~~Municipal Court shall schedule a time and place for hearing such application and notify the Chief of Police and the ~~Council~~Municipal Judge. Following the presentation of testimony and evidence, the ~~Council~~Municipal Judge shall determine whether the animal has been wrongfully impounded ~~and~~, whether it shall be returned to its owner, and upon what terms.

~~§ 5.16.100. Severability~~ ~~060. Enforcement.~~

- A. ~~If any part or section~~Enforcement. This Chapter shall be enforced by Animal Control Officer, The Dalles Police Department, the City Attorney's Office, and the Municipal Court. ~~The Animal Control Officer may issue citations for violations of this Chapter is declared by the courts using the Oregon Uniform Citation and Complaint cited to be unconstitutional, or in violation of the Municipal Court.~~
- B. Interference. It is unlawful for any person to interfere in any way with the enforcement of this Chapter.
- C. Entry onto Private Land. The Animal Control Officer may enter onto private property, including any building or dwelling, at any time with permission of the property owner or occupant and in the course of the Animal Control Officer's duties to or enforcement of the provisions of this Chapter. When permission to enter is not given by the property owner or occupant, the Animal Control Officer may obtain a warrant from the Municipal Court based on probable cause that a violation of the provisions of this Chapter exists, except that a warrant is not needed in cases of emergency, exigent circumstances, or any other constitutionally authorized warrant exception.

~~5.16.070. Penalties.~~

- A. ~~the City Charter, or in~~ For All Violations. Any person convicted of any violation of any state law, or invalid for any other reason, such declaration shall not affect the validity of this Chapter by the Municipal Court or any other court of competent jurisdiction shall be subject to:
1. a fine not to exceed the sum of \$1,500.00 per violation, unless a more particular

penalty for conviction of a violation of a specific provision or provisions of this Chapter is included in elsewhere in this section;

2. payment of all applicable fees imposed by Council resolution, Wasco County, any impounding humane society or other nonprofit animal shelter, or veterinary clinic connected with such violation;

3. in the court's discretion, an order requiring restitution for damages, including injuries;

4. in the court's discretion, removal of the relevant animal or animals from the City's corporate limits; and

5. in the court's discretion, any other remedy within its power.

B. Violation for Prohibited Animals. Violation of Section 5.16.020(A) is punishable, upon conviction, by a fine not to exceed \$2,500.00. The court shall order the removal of the animal or animals involved in such a violation from the City's corporate limits unless the court finds the interests of justice or equity clearly outweigh animal or public health, safety, and welfare in the particular instance.

C. Costs. Any person convicted of any violation of this Chapter shall, upon that conviction, owe the City full restitution for its costs associated with that person's or animal's conduct giving rise to the violation, including (without limitation) costs for animal impoundment and related care expenses, medical expenses, nuisance abatement, and destruction and disposal costs. Such restitution may be enforced and recovered by the City in the broadest possible way subject only to applicable law.

5.16.080, portion or section of this chapter. Severability.

A. Chapter Severable. The provisions of this Chapter are severable. Any provision of this Chapter deemed invalid by a court of competent jurisdiction shall not impact any other provision.

CHAPTER 5.16 ANIMALS

§ 5.16.010. Definitions.

As used in this chapter, except where the context indicates otherwise, the following shall mean:

“Animal” means any bull, steer, cow, heifer, calf, horse, mare, gelding, colt, mule, donkey, swine, sheep, goat, or other similar animal, and any domesticated fowl. For purposes of this chapter, “animal” does not include a dog, cat, or a hamster, guinea pig, rabbit, ferret, parrot, parakeet, or other similar animal kept as a household pet.

“City” means the City of The Dalles.

“City Clerk” means the duly appointed City Clerk of the City, or authorized designee.

“City Council” means the governing body of the City.

“Dangerous animal” means:

Any animal with a propensity, tendency, or disposition to attack, without provocation, and cause injury to, or otherwise endanger the safety of humans or other domestic animals; or

Any animal which attacks a human being or other domestic animal one or more times without provocation.

“Domesticated fowl” means any bird that has been adapted to live with humans, or which is bred and raised for human benefit or use. For purposes of this chapter, “domesticated fowl” includes, but is not limited to, turkeys, pullets, hens, pheasants, and emus.

“Owner” means a person, firm, association, or corporation having a property right in an animal, or who harbors any animal or has one in his or her care, or acts as its custodian, or who knowingly permits any animal to remain on or about any premises owned or occupied by that person. “Owner” does not include a person or business which boards animals for a fee, or veterinarians temporarily maintaining animals owned by other persons, on their premises, for a period of not more than 30 days.

“Wild animal” generally means a species of animal not usually domesticated, regardless of comparative docility or familiarity of the individual animal with man, including species which are wild by nature. Specifically, the term includes (without limitation) the following animals: cockerels, roosters, wolves, coyotes, bobcats, bears, foxes, and cougars.

§ 5.16.020. Possession of Animals—Permit Requirement.

No person shall keep any animal within the City, except when animals are being transported for commercial purposes, without first obtaining a permit from the City Clerk.

Conditions. The City Clerk shall issue permits for animals, upon payment of the required fee, as established by the Council by resolution, and receipt of a completed permit application which includes an agreement by the owner that the animal or animals will not be kept in a manner which is detrimental to the public health, safety, or welfare.

Revocation. The City Clerk shall have authority to revoke a permit under the following circumstances:

If over 50% of the total number of owners and residents of the property abutting upon the premises where the animal or animals are kept, sign and file a petition with the City Clerk requesting revocation of the permit; or

When the owner keeps an animal or animals in such a manner as to create a public nuisance, disturb neighborhood residents because of any noise, odor or damage, or interfere with the enjoyment of property of adjacent owners or residents.

Upon revocation of a permit, the owner shall be allowed seven days in which to remove the animal or animals. The owner shall have the right to appeal to the Council by filing an appeal with the City Clerk. The notice of appeal must be filed within five days after receipt of the notice of revocation sent by the City Clerk. The revocation shall be stayed pending the hearing by the Council.

§ 5.16.030. Animals as a Public Nuisance—Public Nuisance Prohibited—Complaint.

An animal is a public nuisance if it:

Bites, injures, or causes injury to a person or other domesticated animal;

Chases vehicles or persons;

Damages or destroys property of persons other than the owner of the animal;

Scatters garbage;

Runs at large upon private property of persons other than the owner of the animal;

Disturbs any person by frequent or prolonged noises;

Is a female in heat and running at large; or

Is a dangerous animal.

The owner or keeper of an animal in the City shall not allow his or her animal to be a public nuisance.

Any person who has cause to believe an animal is being maintained as a public nuisance may complain, either orally or in writing, to the Chief of Police or authorized designee. The complaining shall be considered sufficient cause for the City to investigate the matter and determine if the owner or keeper of the animal has violated the provisions of this chapter.

An animal shall not be considered a public nuisance under this chapter or destroyed if the animal bites a person wrongfully assaulting the animal's owner, or if the animal bites a person who trespasses upon the animal owner's property.

§ 5.16.040. Wild Animals.

Except as provided in subsection A of this section, no person shall keep in captivity within the City limits a wild animal.

The provisions of this section do not apply to the owners of a circus, tent show, or carnival which is providing performances within the City limits.

§ 5.16.050. Impoundment and Disposition of Animals.

When any animal is found to be a public nuisance under the provisions of this chapter, the Chief of Police or authorized designee may impound the animal, issue a citation to the owner, or do both.

When an animal is impounded under this chapter, the Chief of Police shall post, at a visible

location at the City Hall, a notice giving a description of the animal, and the time and location of the animal's impoundment. The notice shall be posted for three days. Reasonable efforts shall be made to notify the owner during the three-day period.

If the animal has been impounded for any reason other than being a dangerous animal, and the owner of the animal does not claim it within the time frame set forth in subsection B of this section, the animal may be sold to another for the sum of the charges mentioned in Section 5.16.070. If no owner appears to redeem the animal within the prescribed time, or if the animal has been impounded as a public nuisance for biting, killing, or injuring a person, it shall be destroyed in a humane manner.

Any animal impounded for biting or killing a person shall be held for not less than 10 days before destruction to determine if the animal is rabid.

Any animal running at large, which because of its disposition or diseased condition is too dangerous to apprehend, may be destroyed by a peace officer, animal control officer, or by a person acting in defense of him or herself, his or her family, or another person.

§ 5.16.060. Release of Impounded Animals.

When otherwise permitted by the terms of this chapter, if no permit has been issued as required by City ordinance, the animal may be released to the owner or a person purchasing the animal under Section 5.16.050(C) upon submission of proof that a permit has been obtained.

§ 5.16.070. Redemption.

Should the owner of an animal impounded under this chapter desire its release, the owner shall pay an impound fee as set by Council resolution. Any owner redeeming an impounded animal shall pay, in addition to the impound fee, the total of the daily care expenses accrued during the impound period plus any other expenses incurred in the keeping of the animal.

§ 5.16.080. Penalties.

Violation of any provision of this chapter is punishable, upon conviction in the municipal court, by a fine not to exceed \$1,250.00.

§ 5.16.090. Appeals.

Any animal owner aggrieved by the seizure and impounding of his or her animal, may apply to the City Manager for the release of such animal, provided such appeal is filed within three days of the date of the seizure and impoundment. The City Manager shall schedule a time and place for hearing such application and notify the Chief of Police and the Council. Following the presentation of testimony and evidence, the Council shall determine whether the animal has been wrongfully impounded and whether it shall be returned to its owner, and upon what terms.

§ 5.16.100. Severability.

If any part or section of this chapter is declared by the courts to be unconstitutional, or in violation of any of the provisions of the City Charter, or in violation of any state law, or invalid for any other reason, such declaration shall not affect the validity of any other portion or section of this chapter.