

**MINUTES**

**REGULAR COUNCIL MEETING**  
OF  
OCTOBER 26, 2015  
5:30 p.m.

THE DALLES CITY HALL  
313 COURT STREET  
THE DALLES, OREGON

**PRESIDING:** Mayor Steve Lawrence

**COUNCIL PRESENT:** Dan Spatz, Tim McGlothlin, Linda Miller, Russ Brown, Taner Elliott

**COUNCIL ABSENT:** None

**STAFF PRESENT:** Interim City Manager Julie Krueger, Recording Secretary Izetta Grossman, Project Coordinator Daniel Hunter, Public Works Director Dave Anderson, Finance Director Kate Mast, Police Chief Jay Waterbury, Engineer Dale McCabe

**CALL TO ORDER**

Mayor Lawrence called the meeting to order at 5:32 p.m.

**ROLL CALL**

Roll call was conducted by Recording Secretary Izetta Grossman; all Councilors present.

**PLEDGE OF ALLEGIANCE**

Mayor Lawrence invited the audience to join in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Lawrence added adoption of Resolution No. 15-044 to the Consent agenda as a housekeeping task. It was moved by Spatz and seconded by Miller to approve the agenda as amended. The motion carried unanimously.

### **AUDIENCE PARTICIPATION**

None.

### **CITY MANAGER REPORT**

Interim City Manager Krueger reported that the Blue Building roof could be temporarily patched for approximately \$1300. It was the consensus of the Council to expend those funds.

It was the consensus of the Council to schedule the Town Hall Meeting on November 30, location to be determined. Mayor Lawrence asked for extra effort in getting the word out, and asked Project Coordinator Hunter to try to get the state urban renewal person to attend.

Krueger requested authorization to hire Zachary Craig for the Public Works Maintenance Worker position. It was consensus of the Council to authorize the hire.

### **CITY ATTORNEY REPORT**

None.

### **CITY COUNCIL REPORTS**

Councilor Brown said he attended Traffic Safety meeting, and that there had been some concern that the crack seal when wet was a hazard for bicycles and motorcycles. He also attended the field trip of the water shed, and said it was a valuable tour.

Councilor Spatz expressed his appreciation to Interim City Manager Krueger, and Councilors McGlothlin and Miller for their participation in preparation for the Sister City visits. He passed out an itinerary.

Councilor McGlothlin reported on the Homeless meeting he had on October 21, noting that there were sixteen participants from various boards and organizations in attendance. He said there were many positive ideas brought up and it was a collaborative effort.

McGlothlin said the upgraded facelift to the website was scheduled to go live on October 31. He said Councilor email and phone numbers would be listed on the new site.

McGlothlin said he also attended the water shed tour and found it informative. He read a report on the water shed (attached).

Councilor Elliott said he attended the water shed tour, the Fire Station #2 open house and noted that QLife participated in the Oregon Connection Conference in Hood River.

Councilor Miller reported on the Urban Renewal Advisory Committee meeting where they decided to spend \$5,000 to investigate the costs and benefits to moving and/or fixing the Gitchell Building. She said she attended a meeting with the Chamber and Fort Dalles Fourth Committee where a pass through of funds from the City to the Chamber for the purpose of paying for the fireworks was discussed. She said she also attended the Fire Station #2 open house; the water shed tour, and participated in the Breast Cancer Walk.

Mayor Lawrence reported the taxing district enterprise zone meeting he and Commissioner Hege held had been concluded. He said they were compiling the list. He reminded Council that the firm dollar amount from phase three of the Google expansion would not be known until design of the site was submitted. Lawrence said that phase two build out enterprise zone funds would begin in January 2016.

Lawrence said he attended the water shed tour and found it very informative. He also attended Fire Station #2 open house and the Fort Dalles Fourth meeting.

### **CONSENT AGENDA**

It was moved by Elliott and seconded by Spatz to approve the Consent Agenda as amended. The motion carried unanimously.

Items approved by Consent Agenda were: 1) Approval of October 12, 2015 Regular Council Meeting Minutes; 2) Approval of October 6, 2015 Special City Council Meeting Minutes; 3) Approval of Resolution No. 15-044 A Resolution Committing the City of The Dalles to Complete a Housing Needs and Residential Lands Assessment.

### **CONTRACT REVIEW BOARD ACTIONS**

#### **Approval to Extend Agreement for Auditing Services**

Finance Director Mast reviewed the staff report. Mast said she would be retiring sometime in 2017 and this extension would create a smoother transition.

It was moved by Miller and seconded by McGlothlin to authorize the engagement of Merina & Company, LLP, as auditors for the City of The Dalles and Columbia Gateway Urban Renewal Agency for the fiscal years ending June 30, 2016 and June 30, 2017. Motion carried unanimously.

#### **Authorization to Purchase Payroll Software Program**

Finance Director Mast reviewed the staff report.

Mayor Lawrence asked about ease of reports. Mast said ADP would download into the general

ledger.

Miller noted that she had worked with ADP in the past and found it easy to work with.

It was moved by McGlothlin and seconded by Elliott to authorize staff to sign agreement with ADP for Option 2 and proceed with implementation of the ADP services. The motion carried unanimously.

### **ACTION ITEMS**

#### Approval for Paving Project on East 15<sup>th</sup> Street under the Gravel Street Policy

Public Works Director Anderson reviewed the staff report.

Councilor Elliott removed himself from discussion as he is part of the Elk Horn Development.

Jean Palmilter 1110 Salem St and 2320 East 14<sup>th</sup> The Dalles said they were not consenting to financial contribution. She said they believed it was only necessary for the development and should be the developers responsibility.

It was moved by Spatz and seconded by Brown to direct staff to proceed with constructing improvements on East 15<sup>th</sup> Street under the Gravel Street Renovation Policy contingent on consent of contributing property owners. The motion carried unanimously.

#### Annual Review of Water Rates

Public Works Director Anderson reviewed the staff report. Anderson said the Mayor had requested the Reservoir Seismic Report and copies were on the dais for everyone.

It was moved by Miller and seconded by McGlothlin to direct staff to proceed with Option 1 and hold water rates steady for the current fiscal year.

#### Special Ordinance No. 15-569 Authorizing Execution of Franchise Extension Agreement with Charter Communications

Public Works Director Anderson answered some questions regarding the current franchise agreement.

Interim City Manager Krueger read the Special Ordinance No. 15-569 by title only.

It was moved by Spatz and seconded by Miller to adopt Special Ordinance No. 15-569 by title only. The motion carried unanimously.

**DISCUSSION ITEMS**

Discussion Regarding a Policy to Consider Funding Requests

Interim City Manager Krueger reviewed the staff report.

After some discussion it was moved by Spatz and seconded by McGlothlin to accept the policy with addition of Social Benefits as criteria. The motion carried unanimously.

Mayor Lawrence said staff would then bring back grant request form for Council review.

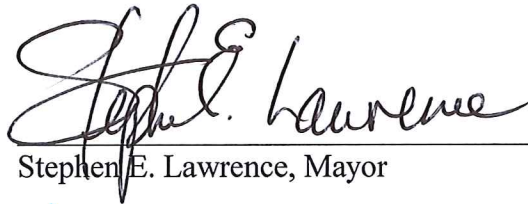
**ADJOURNMENT**

Being no further business, the meeting adjourned at 7:11 p.m.

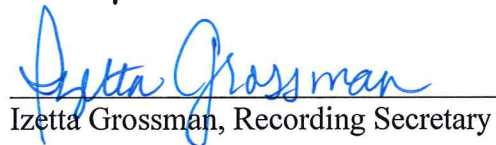
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Submitted by/  
Izetta Grossman  
Recording Secretary

SIGNED:

  
\_\_\_\_\_  
Stephen E. Lawrence, Mayor

ATTEST:

  
\_\_\_\_\_  
Izetta Grossman, Recording Secretary

## Draft Itinerary Miyoshi City Student Delegation Fall 2015

### Thursday, OCTOBER 29, 2015

3:46 PM	Miyoshi Delegation arrives at PDX
4:00pm – 4:30pm	Get luggage and board Wine Country Tours Bus; Travel to The Dalles
6:00pm	Meet Host Families at United Church of Christ Congregational (UCC Church) 111 E 5th Street The Dalles, OR 97058
6:30pm	Evening with Host Family

### Friday, OCTOBER 30, 2015

7:45am	Host families drop off Miyoshi City students & adult chaperones at UCC Church
8:00am – 8:15am	Transition to Cousin's Restaurant
8:15am – 9:00am	Breakfast at Cousin's Restaurant
9:00 – 9:15am	Transition to The Dalles High School
9:15am – 11:40am	Participate in Art & Sculpture classes with teachers Peny Wallace & Robin Johnson at The Dalles High School
11:40am – 11:50am	Transition to CGCC Class Act Café
11:50am - 1:00pm	Make pizza for lunch with CGCC Japanese language class students.
1:00pm – 1:15pm	Transition to City Hall
1:15pm – 3:00pm	Make Halloween Costumes at City Hall – Council Chambers
3:00pm – 5:00pm	Trick or Treating - Downtown The Dalles Dan, Michele, Linda, Corliss, Rumi, Carolyn will chaperone
5:00pm	Host Families pick up Miyoshi City students/adults at UCC Church Evening with Host Family
5:00pm – 7:00 pm	OPTIONAL – Monsters in the Park event sponsored by Northern Wasco County Parks & Rec (free event). The Dalles City Park (5th & Union Sts.)

Monday, November 2, 2015

6:15am	Meet at UCC Church to say good-bye
6:30am	Miyoshi City Delegates Board Wine Country Tour Bus & depart for PDX, airport.
8:00am	Miyoshi City Delegates arrive at PDX, airport
9:58am	Miyoshi City Delegates depart PDX for San Francisco, CA.

## Julie Krueger

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**From:** Timothy McGlothlin <timothymcglathlin@gmail.com>  
**Sent:** Monday, October 26, 2015 1:08 PM  
**To:** Julie Krueger  
**Subject:** Watershed Report

Recently, The Dalles City Council visited the city watershed to learn more about the improvements necessary to maintain safe and reliable water supplies for our residents.

The Dalles Watershed area is 22,000 acres or 34 square miles. The Dalles Watershed is oriented in the southwest to a northeast direction in the eastern foothills of the Cascade Range and on the western edge of the Columbia Plateau. Water accumulates from precipitation in the form of glaciers and springs that feed the creeks seen in the pictures. At a point in the downhill run, certain collection points divert water for storage. Water is then collected and stored in a man-made reservoir and that is used later in combination with underground wells and storage tanks that you see located at high points in the city. The elevation of the surface water sources provides the gravity feed that ensures constant water pressure to supply 4600 homes and businesses. Currently, a wooden pipe diverts stream water to the reservoir along a 3.5 mile route that was constructed in 1911. This pipe carries over 50% of the City's annual water supply. You can imagine that this pipe is a nightmare to keep in repair. By upgrading to a modern system, we can divert water without loss that we now have with the current 1911 wood pipe.

This is but one of the projects that the water/sewage rate hike is designed to improve. Others include maintenance of the City's pipelines and reservoirs, construction of new pipelines to serve commercial and industrial areas, modernization of the waste-water treatment plant and other projects required by State/Federal regulation. We (the city public works and the city council) are currently investigating ways to reduce the water and sewage rates to within comparable rates with other cities our size and locale. Obstacles that impede our goal include: Aggressive State and Federal regulatory impositions, environmental concerns, and the general increase of labor and supply costs.



**RESOLUTION NO. 15-044**

**A RESOLUTION COMMITTING  
THE CITY OF THE DALLES TO COMPLETE A HOUSING NEEDS  
AND RESIDENTIAL LAND NEEDS ASSESSMENT**

**WHEREAS**, The City of The Dalles had a Buildable Lands Inventory Completed in 2006; and

**WHEREAS**, That Buildable Lands Inventory did not include a Housing Needs Assessment; and

**WHEREAS**, There is an opportunity to complete a Housing Needs Assessment and Residential Land Needs Assessment;

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

**Section 1.** Pending funding approval the City will advertise a Request for Qualifications to complete a Housing Needs Assessment and Residential Land Needs Assessment.

**Section 2.** The City will contract with the selected responsible respondent to the Assessment Request for Qualifications.

**Section 3. Effective Date.** This resolution shall be considered effective as of the 26<sup>th</sup> day of October, 2015.

**PASSED AND ADOPTED THIS 26<sup>TH</sup> DAY OF OCTOBER, 2015**

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

**AND APPROVED BY THE MAYOR THIS 26<sup>TH</sup> DAY OF OCTOBER, 2015**

\_\_\_\_\_  
Stephen E. Lawrence, Mayor

Attest:

\_\_\_\_\_  
Julie Kruger, MMC, City Clerk