

AGENDA

REGULAR CITY COUNCIL MEETING

May 8, 2017

5:30 p.m.

CITY HALL COUNCIL CHAMBER

313 COURT STREET

THE DALLES, OREGON

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

A. Gorge Towns to Trails Presentation – Renee Takch, Gorge Friends

6. AUDIENCE PARTICIPATION

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

7. CITY MANAGER REPORT
8. CITY ATTORNEY REPORT
9. CITY COUNCIL REPORTS
10. CONSENT AGENDA

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

A. Approval of April 17, 2017 Regular City Council Meeting Minutes

B. Approval of April 24, 2017 Regular City Council Meeting Minutes

CITY OF THE DALLES

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

11. ACTION ITEMS

- A. Request for System Development Charge Reduction for Mid-Columbia Senior Center Facility
- B. Approval of SEIU Bargaining Agreement
- C. Approval of Exempt Employee Salary Increases, Position Classifications, Insurance Benefits
- D. Adoption of General Ordinance No. 17-1354 An Ordinance Amending General Ordinance No. 16-1345, to Include Provisions for Interest and Penalties for Delinquent Payment of Tax Upon Sale of Marijuana Items by a Marijuana Retailer, and Declaring an Emergency
- E. Approval of Chamber of Commerce Work Scope and Budget/Ship Tourism Program with Main Street
- F. Acceptance of the Alternative Route Report for the Riverfront Trail
- G. Gitchell Building Options

12. DISCUSSION ITEMS

- A. Potential Formation of Reimbursement District for Extension of Sanitary Sewer Main in East Ninth Street, East from Morton

13. ADJOURNMENT

This meeting conducted in a handicap accessible room.

Prepared by/
Izetta Grossman
City Clerk

Gorge Towns to Trails



Gorge Towns to Trails



- ✓ 200 miles
- ✓ 78% of land corridor in place
- ✓ 46% of trails in place



0 3 6 12 18 24 Miles

Columbia Gorge NSA

NSA Boundary

Urban Areas

Land Ownership

Public

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The goals of Gorge Towns to Trails:

- Create new trails opening hidden vistas and waterfalls*
- Benefit Gorge economies by connecting trails to communities*
- Support sustainable recreation through alternative transportation options*
- Create contiguous parcels of protected lands that benefit wildlife*



National Scenic Area Management Plan

TRAILS AND PATHWAYS

GMA Objectives

1. The following three objectives are the highest priorities for future designated public-use trails in the GMA:

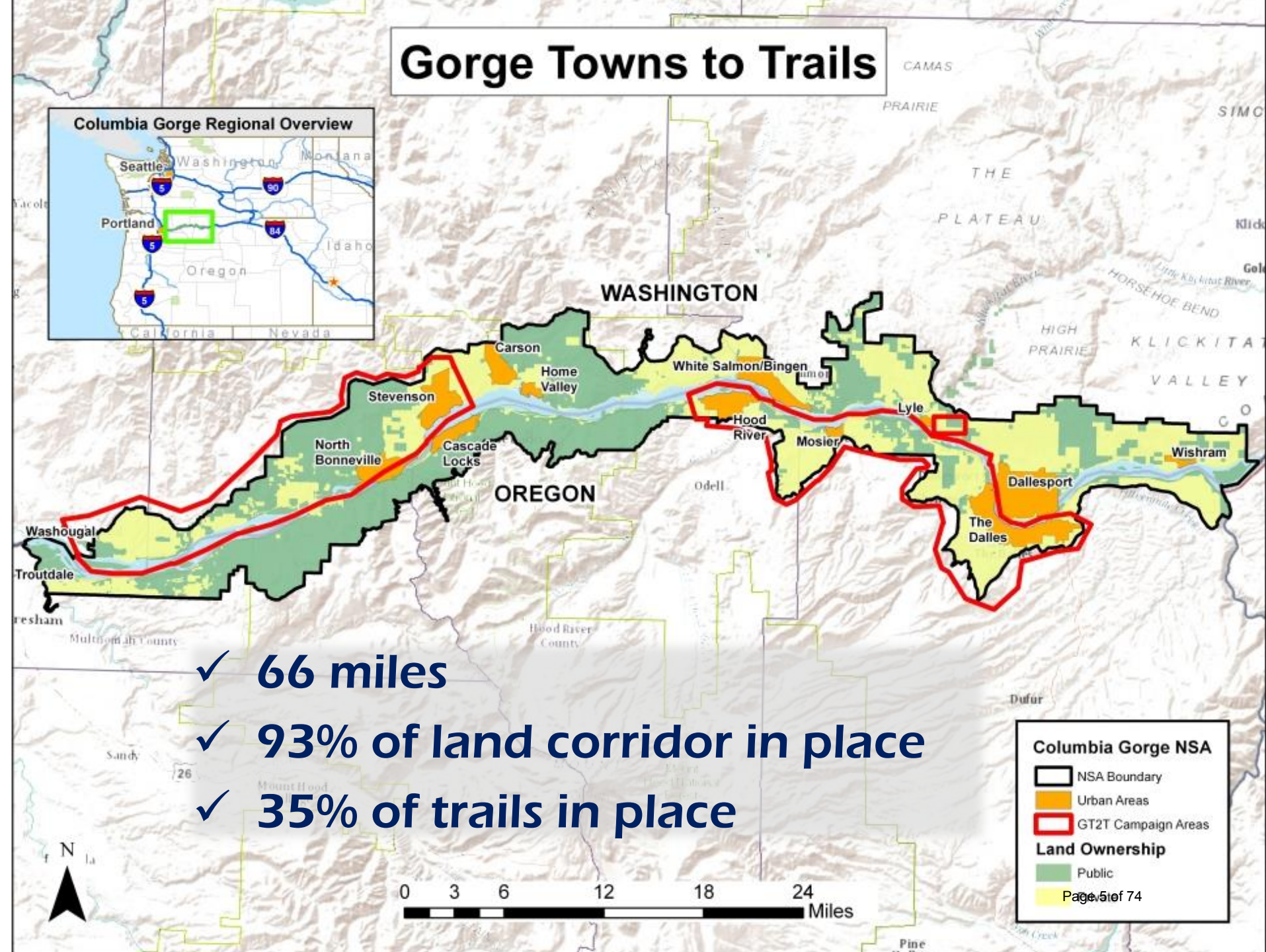
-  A. Provide trails linking Urban Areas and the Portland/Vancouver metropolitan area to recreation opportunities in the Scenic Area.
-  B. Establish a trail system (or series of trails) along the Columbia River.
-  C. Increase trail opportunities on the Washington side of the Scenic Area and in the eastern portions of the Scenic Area.

2. Other trail objectives are:

- A. Promote the Columbia River as a scenic waterway trail and support dispersed boat moorages and other low-intensity boating facilities to implement this objective.
-  B. Establish a loop trail around the Scenic Area.
- C. Establish trails along the major tributaries of the Columbia River.

Gorge Towns to Trails

Columbia Gorge Regional Overview



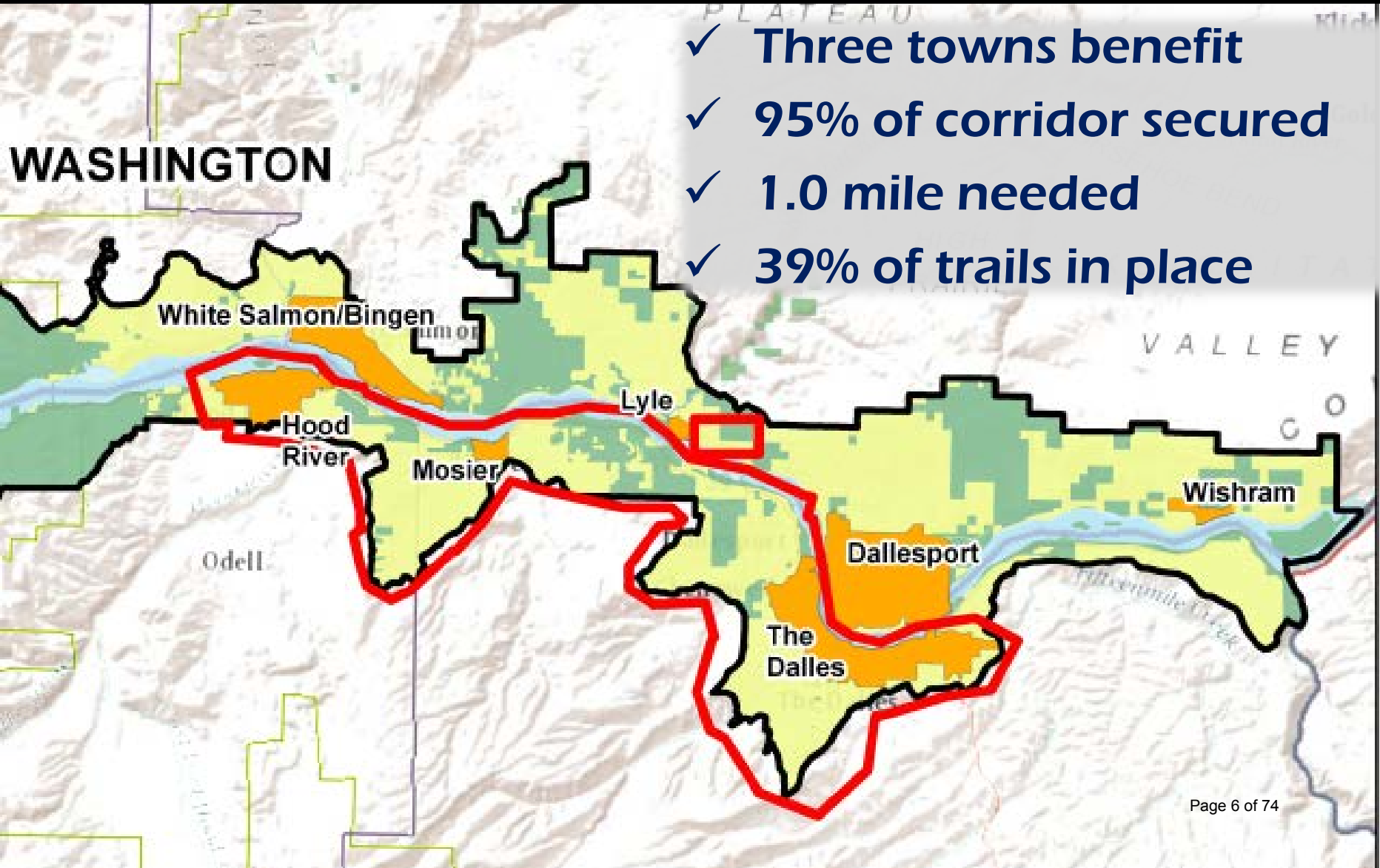
- ✓ 66 miles
- ✓ 93% of land corridor in place
- ✓ 35% of trails in place

Columbia Gorge NSA

- NSA Boundary
 - Urban Areas
 - GT2T Campaign Areas
 - Land Ownership
 - Public
 - Private
- Page 5 of 74

Hood River to The Dalles

- ✓ **Three towns benefit**
- ✓ **95% of corridor secured**
- ✓ **1.0 mile needed**
- ✓ **39% of trails in place**



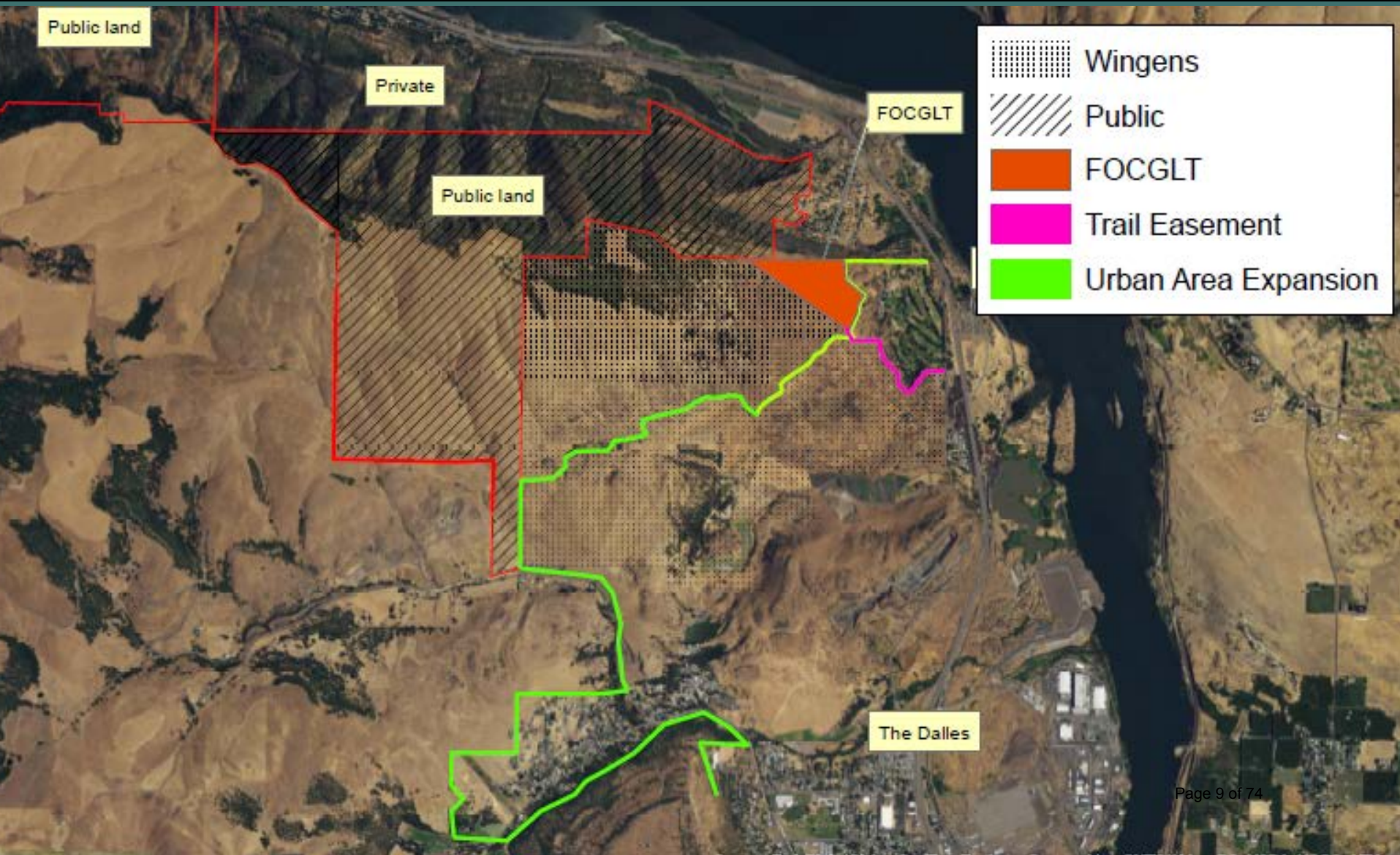
The Dalles Trail Connection



Tom McCall to The Dalles



Urban Area Expansion



What's left?

- Land Connections – less than three miles to go!!!
- Planning Process for three trail segments
 - U.S. Forest Service, Columbia River Gorge Commission, all of us
 - Concept already exists within current NSA management plan, but not prioritized
 - Agencies understaffed, need financial and/or technical support
 - Only a collective effort will make this happen

COLUMBIA RIVER GORGE

15-Year Vision for Sustainable Tourism

The Columbia River Gorge region including the nationally recognized Columbia River Gorge National Scenic Area and the majestic Cascades Range of Mt. Adams (12,281 ft.) and Mt. Hood (11,249 ft) within which it's nestled, offers our target visitor a world-class adventure travel experience. While the mighty Columbia River is its defining feature, nationally designated Wild and Scenic Rivers are the life blood of the region. The Sandy and the Deschutes Rivers flank its east/west boundaries while the White Salmon, Klickitat and the Hood River carve pathways from the Cascades. Free flowing whitewater draws in the adventurous whitewater soul, skilled fishermen and most importantly, salmon. This transition zone from rainforest to desert creates nuclear winds making the Gorge one of the world's most sought after destinations for windsurfing, kiteboarding and technical sailing. Access to snow sports abounds on the peaks including year-round skiing on the Palmer Glacier. The region's paved, gravel, and single-track terrain provide bicyclists with a flight-like, captivating experience of the scenic landscape.

Signature trails including Gorge Towns to Trails, the Historic Columbia River Highway State Trail and the Pacific Crest Trail are significant draws to the region. These trails that connect waterfalls, world-renowned wildflower meadows, basalt bluffs and the Gorge's charming towns are frequented by hikers, cyclists and trail runners alike due to the world-class experience that they provide.

[TRANSPORTATION] Our seamlessly integrated region-wide transportation system allows visitors to come, travel, explore and connect-- all without needing a car. Public and private transit options combined with our bike routes and trail systems have created a multi-modal web knitting together our communities, attractions and outdoor recreation. The region is vibrant with visitation, and traffic congestion is a thing of the past.

[CULINARY/AGRICULTURE] The Gorge with its concentration of locally-owned boutique vineyards and small farms boasts an abundant and rich local food scene. Locals and visitors alike can easily eat what's grown and produced here and visitors are welcomed by growers to have meaningful, quality on-farm experiences. Restaurateurs are well-connected with local growers adding value to locally produced ingredients and offering memorable foodie experiences. The visitor industry has helped contribute to alleviating hunger in the region.

[CULTURE] The 'Gorge Experience' is unparalleled due to its exposure to history and culture. Locals in the Gorge's charming communities help travelers gain a deep understanding of peoples who have inhabited the Gorge in the past, of people who reside here now, and of the natural and

human forces that have shaped and reshaped the landscape. Stories of this powerful place, both cultural and natural, are infused into every element of the traveler experience. Local guides help travelers personalize and deepen their own connection to the place and an unusual and rich array of classes and events to experience local culture exist. Trails of national historic significance including the Lewis & Clark National Historic Trail, the Ice Age Floods National Geologic Trail, Historic Columbia River Highway State Trail and the Oregon Trail also bring the region's history to life.

[SEASONALITY/CONGESTION] Our intuitive visitor information system has reduced congestion, and spread the benefits to all corners of our region. We have effectively targeted the high-value visitor who appreciates the outdoors and local culture, is sensitive to their surroundings and enjoys people-powered activities. Visitors are coming year-round and staying multiple days.

[BALANCE] We have found balance and offer an unforgettable visitor experience while preserving our unique living ecosystem of people, culture and nature. Local residents live in a harmonious and symbiotic relationship with our environment and with the people who travel from around the world to experience a slice of life in the Gorge.

GORGE TOURISM STUDIO: STATEMENT OF INTENT

The Gorge Tourism Steering Committee is committed to developing the region as a world-class sustainable tourism economy. It is recognized this implicitly includes protecting and enhancing the scenic, natural, cultural and recreation resources of the Columbia River Gorge and neighboring Cascades. Key to future sustainability, is the need to continue to enhance the visitor experience, and understand and manage the impact of tourism on the local economies and communities. The Gorge Tourism Steering Committee believes the immediate focus must include strategies aimed to:

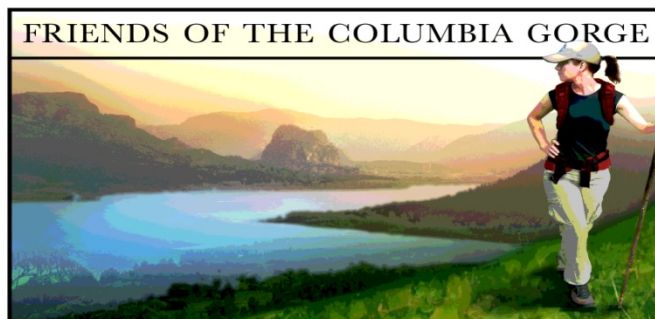
- Spread seasonality of visitation
- Reduce congestion during peak seasons and in high-use areas.
- Spread the benefits and increase the economic impact of tourism throughout the Gorge.
- Integrate cultural heritage into the visitor experience, authentically and respectfully.
- Ensure the Gorge continues to offer high-quality experiences, whilst protecting and enhancing the scenic, natural, cultural and recreation resources.
- Connect resources to optimize destination marketing; and support the continued development of unique and compatible product offerings.
- Capitalize upon the visionary projects already underway in the Gorge to ensure this place remains a world-class destination.

There is a key challenge to manage the destination, which is now clearly entering a new part of its destination 'lifecycle'. A key focus must be exploring how to find the right balance between the economic benefits of tourism, and the impacts of high tourism traffic on local services, resources, amenities, quality of life and environment; and ultimately community expectations and satisfaction. The summit will provide an opportunity for local stakeholders to be part of the discussion about solutions and innovation.

Gorge Tourism Alliance • Meets regularly • Comprised of representatives from all pertinent tourism-related organizations including land management agencies • Sets strategic direction for tourism in the Columbia River Gorge • Coordinates and supports Action Teams to implement strategies • Geographic boundaries have soft edges: Deschutes to Sandy, Mt Adams to Mt. Hood	Convener: Casey Roeder, Columbia River Gorge Visitors Association Email: casey@skamania.org Phone: 509-427-8911
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Culinary & Agritourism Action Team ▪ Getting more local food/products to tourists ▪ Develop a farm trail (event-driven) ▪ Build and support regional food hub	First meeting: Tues May 3, 2016 3:30 - 5:00pm and the Thirsty Woman in Mosier Convener: Sarah Sullivan, Gorge Grown Email: sullivan@gorgegrown.com
Cultural Heritage Tourism Action Team ▪ Storytelling series ▪ Robust cultural heritage guide ▪ Mobile storytelling ▪ Training workshops	First Meeting: May 20, 2016 10:00am – 12:00pm at the Confluence Project Convener: Colin Fogarty, Confluence Email: colin@confluenceproject.org Phone: (360) 693-0123
Gorge Outdoor Action Team (GOAT) ▪ Bring the Gorge Towns to Trails and Historic Columbia River Highway State Trail to life ▪ Create self-guided and guided multi-day tour itineraries ▪ Solve missing trail linkages ▪ Engage local use and support of trails	First Meeting: May 4, 2016 10am – 12pm in Cascade Locks Convener: Kevin Gorman, Friends of Columbia River Gorge Email: kevin@gorgefriends.org Phone: (503) 241-3762, ext 104

Marketing Action Team ▪ Develop a Gorge 'We Speak' program to put forward a concise message across Gorge ▪ One-stop trip planning Gorge website	First Meeting: May 3, 2016 1-3pm at the Hood River Chamber in Hood River Convener: Mike Glover, Hood River Chamber Email: director@hoodriver.org Phone: (541) 386-2000, ext 225
Developing a Network of Car-free Transportation Action Team ▪ Support existing initiatives (Gorge Transit for example) ▪ Provide clear transportation options ▪ Coordinate transit between Gorge + Mt. Hood	Early May Convener: Kristen Stallman, ODOT Email: Kristen.STALLMAN@odot.state.or.us Phone: 503-731-4957



I Support the *Gorge Towns to Trails* Vision as a Partner

(Name of Business/Organization/Entity)

Hereby pledges its support of the *Gorge Towns to Trails* vision for a comprehensive trail system that wraps around the Columbia Gorge, linking communities with recreation, benefiting tourism, and highlighting and enhancing the beauty and wonder of the Columbia Gorge.

As a partner of the *Gorge Towns to Trails* vision, I consent to the following:

- The name of my entity will be listed as a *Gorge Towns to Trails* partner;
- I will keep up to date with *Gorge Towns to Trails*' progress and meetings; and
- I will endeavor to advocate for *Gorge Towns to Trails* when asked.

Signature _____ Date _____

Name _____

Title _____ Website _____

Email _____ Phone _____

Send to:

Friends of the Columbia Gorge

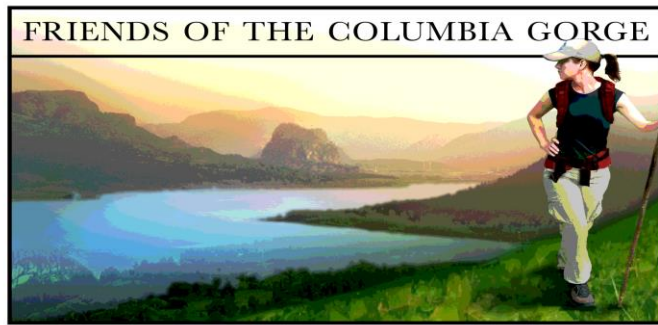
Attn: Renee Tkach

1887 Main Street, Suite 202

Washougal, WA 98671

Or, scan and email to renee@gorgefriends.org

Phone: 971-634-2039



Gorge Towns to Trails: Making the Connection

Gorge Towns to Trails is a vision for a comprehensive trail system that wraps around the Columbia Gorge, linking communities with recreation, benefiting tourism, and highlighting and enhancing the beauty and wonder of the Columbia Gorge. Friends of the Columbia Gorge is leading this effort and seeks input and partnerships from Gorge communities, citizens and elected officials.

The Project

As the Columbia River Gorge Scenic Area reached its 25th year, Friends of the Columbia Gorge is launched the first phase of Gorge Towns to Trails. Our goal is to create nearly 60 miles of trail connecting Gorge urban areas to National Scenic Area lands. The effort would:

- ✓ Create new trails opening hidden vistas and waterfalls to Gorge recreation users;
- ✓ Benefit Gorge economy by connecting trails to communities;
- ✓ Support sustainable recreation through alternative transportation options; and
- ✓ Create contiguous parcels of protected lands that benefit wildlife.

The Trails

The first phase of Gorge Towns to Trails includes these trail segments:

1. Washougal to Stevenson Trail

A 34-mile trail vision that connects to Steigerwald National Wildlife Refuge, Cape Horn, Pacific Crest Trail and Beacon Rock State Park, as well as the communities of Stevenson, North Bonneville and Washougal.

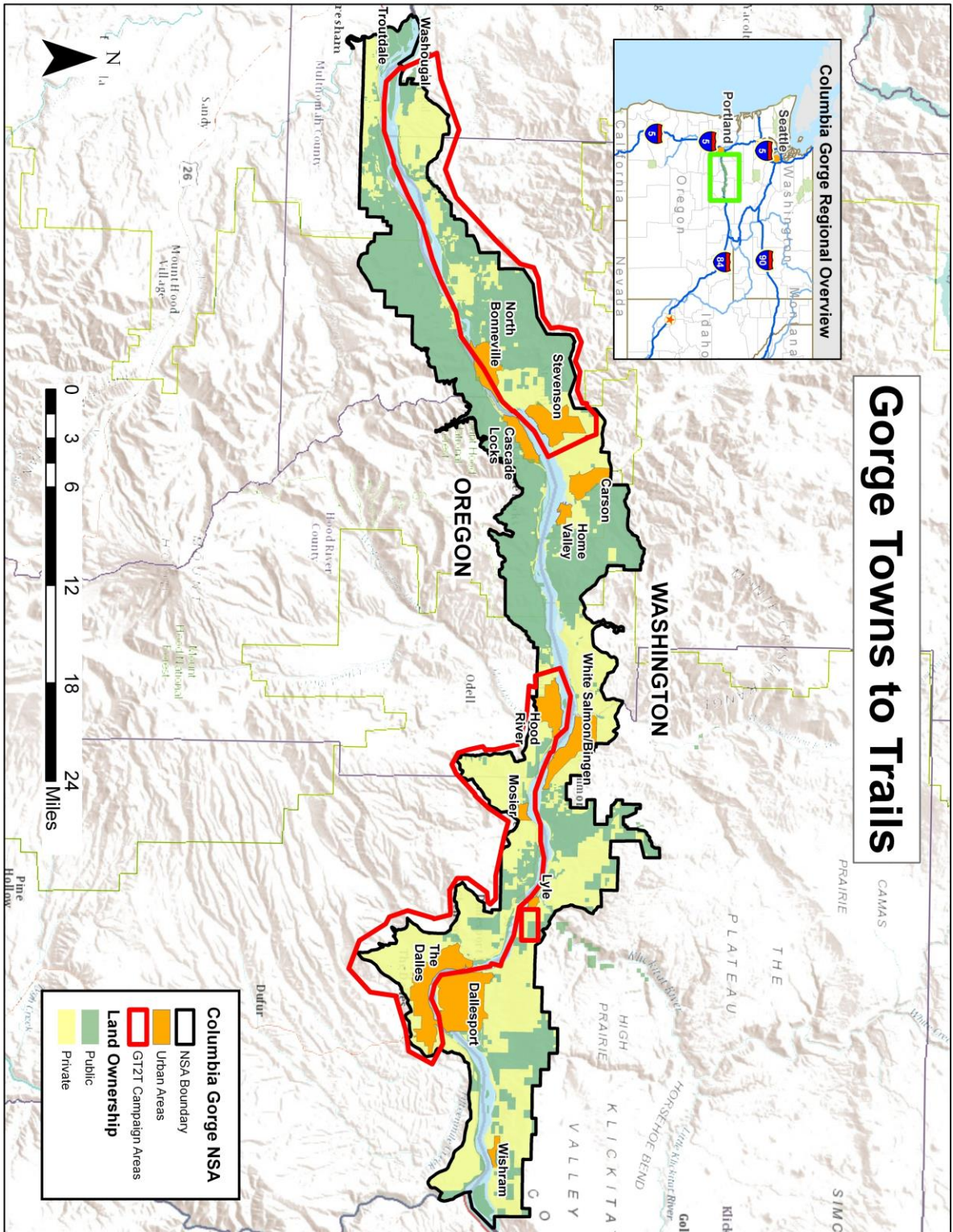
2. Hood River to The Dalles Trail

A 20-mile trail vision that connects the Historic Columbia River Highway, Mosier Plateau, Tom McCall Plateau, Seven Mile Hill and the Columbia Gorge Discovery Center, as well as the communities of Hood River, Mosier and The Dalles.

3. Lyle Cherry Orchard Loop

A six-mile trail that would connect the urban area of Lyle to the top of the Cherry Orchard. Long-term potential to eventually connect the trail to Dallesport and Columbia Hills State Park.

Friends of the Columbia Gorge is committed to working with the appropriate public land managers and communities to realize this vision. For questions or comments, please contact Renee Tkach at renee@gorgefriends.org or 503-680-3119.



Gorge Towns to Trails Partners and Supporters

Gorge Towns to Trails depends on partners and supporters to achieve its vision. Partners advocate for the project and supporters lend credibility by formally acknowledging their support.

Partners

- National Park Service
- City of North Bonneville, WA
- Chinook Trails Association, WA
- Pacific Crest Trail Association, WA/OR
- Sierra Club, Loo Wit, WA
- Cape Horn Conservancy, WA
- Beacon Rock State Park, Washington State Parks
- Celilo Planning Studio, Portland State University
- Washington Trails Association
- Mazamas, OR
- Columbia Gorge Discovery Center, OR
- Travel Oregon
- Trail Keepers of Oregon
- Northwest Youth Corps
- Ridgefield National Wildlife Refuge, USFW
- City of Hood River
- Bonneville Trail Foundation
- Columbia River Gorge Visitors Association
- Columbia Gorge Tourism Alliance
- Washington Wildlife Recreation Coalition

Supporters

- Senator Jeff Merkley (D-OR)
- Senator Ron Wyden (D-OR)
- Senator Patty Murray (D-WA)
- Senator Maria Cantwell (D-WA)
- Congressman Blumenauer (D-OR)
- Skamania County Chamber of Commerce, WA
- Port of Camas-Washougal, WA
- City of Stevenson, WA
- Washougal Lions Club, WA
- Camas-Washougal Chamber of Commerce, WA
- Vancouver Women's Club, WA
- Camas-Washougal Rotary, WA
- Hood River Area Trail Stewards, OR & WA
- Old Lyle Elementary School Supporters, WA
- City of Mosier, OR
- Lake Oswego Rotary, OR
- City of Washougal, WA
- Confluence Project
- Columbia Gorge Winegrowers Association
- Historic Columbia River Highway Advisory Committee
- Columbia Gorge Refuge Stewards
- Stevenson Business Association

Gorge Towns to Trails Business Supporters

Vancouver, WA

- Brickhouse Bar & Grill, Vancouver
- Costco (Marketing Department)
- Evan Hull, Attorney at Law

Washougal, WA

- AFLAC, Washougal
- Edward Jones, Washougal
- Nies Insurance
- Reed Creative, LLC
- Transitional Designs
- Washougal Best Western
- Web Solutions
- Quinn Mountain B&B
- Mt. Pleasant Iris Farm
- Treesong Environmental Education & Retreat Center
- D Sudio 21
- Our Bar

North Bonneville, WA

- Bonneville Trails Foundation

Skamania, WA

- Skamania General Store
- Treesong Retreat Center

Underwood, WA

- Ani Che Cellars

Stevenson, WA

- Martin's Gorge Tours
- The Resort at Skamania Coves
- Big River Grill
- Bloomsbury
- Out On A Limb
- Wind River Publishing, LLC
- A&J Select Market

Lyle, WA

- Cor Wine Cellars
- Morning Song B & B

- The Lyle Hotel

Cascade Locks, OR

- Best Western Plus Cascade Locks
- Thunder Island Brewing

The Dalles, OR

- Orchard View Farms
- Celilo Inn
- Sunshine Mill/Copa Di Vino
- The Dalles Kiwanas Club
- Clocktower Ales
- The Columbia Gorge Discovery Center
- Freebridge Brewing

Mosier, OR

- Analemma Vineyards
- The City of Mosier

Hood River, OR

- Curious Gorge, Scott Cook
- Gorge View Bed and Breakfast
- Ten Speed Coffee
- Waucoma Book Store, Hood River
- Cathedral Ridge Winery
- Hood River B & B
- Hood River Vacation Rentals
- Write On Target Communications
- pFriem Family Brewers
- Solistice Wood Fired Pizza

Gorge-Wide

- Gorge Owned



AGENDA STAFF REPORT

AGENDA LOCATION: Item #10 A-B

MEETING DATE: May 8, 2017

TO: Honorable Mayor and City Council

FROM: Izetta Grossman, City Clerk

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

- A. **ITEM:** Approval of the April 17, 2017 Regular City Council Meeting Minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the April 17, 2017 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 April 17, 2017 City Council meeting.

- B. **ITEM:** Approval of the April 24, 2017 Regular City Council Meeting Minutes.

BUDGET IMPLICATIONS: None

SYNOPSIS: The minutes of the April 24, 2017 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 April 24, 2017 City Council meeting.

MINUTES
REGULAR COUNCIL MEETING
OF
April 17, 2017
5:30 p.m.

THE DALLES CITY HALL
313 COURT STREET
THE DALLES, OREGON

PRESIDING: Mayor Stephen Lawrence

COUNCIL PRESENT: Russ Brown, Tim McGlothlin, Taner Elliott, Linda Miller, Darcy Long-Curtiss

COUNCIL ABSENT: None

STAFF PRESENT: City Manager Julie Krueger, City Attorney Gene Parker, City Clerk Izetta Grossman, Finance Director Angie Wilson, Planning Director Steve Harris, Public Works Director Dave Anderson, Human Resources Director Daniel Hunter, Assistant to the City Manager Matthew Klebes

CALL TO ORDER

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

ROLL CALL

Roll call was conducted by City Clerk 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 Action Item 9-E Resolution No. 17-012 Concurring with Mayor's Appointments to Various Committees and noted that the Chamber Work Scope was a discussion item. It was moved by Elliott and seconded by Miller to approve the agenda as amended. The

motion carried unanimously.

AUDIENCE PARTICIPATION

Corliss Marsh, 1401 East 21st Street said she wanted Council to know she felt the 4th of July is on the 4th of July.

CITY ATTORNEY REPORT

City Attorney Gene Parker reported that the EDA had informed him that the tribes had requested an archeological survey for the construction of the Flex Hangar at the Airport. He said one had been completed for another project and it was being submitted for review.

CITY COUNCIL REPORTS

Councilor Brown reported attending the Wastewater Treatment Plant ground breaking ceremony.

Councilor Long-Curtiss reported on attending the Wastewater Treatment Plant ground breaking. She said Senator Wyden would hold a Town Hall at 11 am on Saturday at the high school.

Councilor McGlothlin said he attended the Representative Walden Town Hall.

Councilor Miller said she attended the Wastewater Treatment Plant ground breaking.

ACTION ITEMS

Accept Housing Studies – Buildable Land Inventory Report

Planning Director Steve Harris, Brendon Buckley of Johnson Economics and Matt Hasty of Angelo Planning Group presented the report.

Mayor Lawrence said Joel Madsen of Mid Columbia Housing Authority was unable to attend, but asked the Mayor to pass on his comments. He said Madsen felt the work done was good and asked that the plan be implemented.

Planning Director Harris said the Planning Commission had met on April 6th. He said the Planning Commission accepted the report and recommended Council also accept the Housing Studies – Buildable Land Inventory report, with three additional thoughts:

- Consider extending infrastructure to the east side
- LUDO/Comp Plan text amendments to include incentives to encourage higher residential densities and quality development

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- Encourage high quality rentals in downtown thru use of bldg. code and zoning incentives

In response to a question Harris said the Planning Commission thought it would be helpful if the City took the lead in installing main lines, water, sewer, roads to make the land more developable.

Mayor Lawrence asked if the consultants knew of any communities that use the Construction Excise Tax. Mr. Hasty said he was not aware of any communities the size of The Dalles.

Councilor Long-Curtiss asked how public input would be received. Planning Director Harris said through Community Action Survey, meetings with developers, neighbors and consultants. He said he would like to see renderings of how a neighborhood might develop and get input from the neighborhood. He said in regard to infill development at higher densities the current feel of the neighborhood would be taken into consideration.

Hasty said the last step would be a road map, identifying specific steps of implementation.

It was moved by Long-Curtiss and seconded by Brown to accept the Buildable Lands Inventory (dated December 5, 2016), the Housing and Residential Land Needs Assessment (dated March 2017) and the Housing Strategies Report (dated March 15, 2017), as submitted. The motion carried unanimously.

Approval of Annual Scope of Work and Budget for Tourism Services

Mayor Lawrence said this was a discussion only item that would be brought back to Council at the May 8th meeting.

City Manager Krueger apologized for missing the discussion step of the agreement. Krueger reviewed the staff report and introduced Chamber CEO/President Lisa Farquharson.

Farquharson passed out hats to the Council with the new Explore The Dalles logo. She thanked Tiffany Hardin for her work on creating the new logo.

Farquharson asked the Council for input on what they would like to see the tourism program accomplish.

She noted that the Travel Oregon funding for the region was \$56,000 three years ago and next year would be \$300,000. She said none of those funds were given directly to the Chamber. She said the Columbia Gorge Tourism Alliance would hire a person to oversee marketing, develop a POD cast series and publish a Gorge Guide. In response to a question she said the full job description would be approved in May.

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Mayor Lawrence said he would like to see partnerships with the Neon Sign Museum and the Granada Theatre. Farquharson said Travel Oregon was talking to them both.

In response to a question, Farquharson said Cycle Oregon probably would not be back to The Dalles for ten years.

Mayor Lawrence asked if in light of the severe winter weather, could there be one point of contact for guests to check road conditions. Farquharson said they direct everyone to the ODOT website for road conditions. She said they could look into other options.

McGlothlin said the special grant for marketing the Fort Dalles Fourth event wasn't in the budget for next year. Farquharson said she had asked that there not be "special grants" that all grants go through the established process. She said those grants were for \$2000 each.

Mayor Lawrence said the funds weren't used for the last event, so they would be available for the 2017 event. Farquharson said yes, she was already talking with the Fort Dalles Fourth group.

Farquharson said the website traffic had skyrocketed. She said the demographic was 40 years old and younger.

Farquharson said she appreciated the brainstorming with the City Manager and looked forward to working with her in the future.

City Manager Krueger asked if anyone had questions regarding the proposal from Main Street. She introduced Jerimiah Paulson, Main Street Executive. Paulson introduced Main Street Board Member Louis Langheinrich.

Long-Curtiss said she would like to see more detail with measurables in the proposal. She asked who would do the printing of brochures and maps. She said she felt it was a duplication of effort.

City Manager Krueger said she and Farquharson had agreed removing the Ship Focus Program from the Chamber contract allowed the Chamber to focus on the big picture for the City. Farquharson agreed. She said there would have to be some collaboration.

Langheinrich said this would allow some focus on the Downtown area. She said the Chamber did the big picture marketing for the whole town very well.

In response to a question Langheinrich said it would take a year round full time person to develop the relationships with the onboarding ship personnel and develop future tours.

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Mayor Lawrence said the ships want one person for all information. He said Main Street handling the ship focus project would be helpful. He said it would take the first year for all the details to be fleshed out.

Mayor Lawrence said the item would come before Council on May 8 for a decision.

Resolution No. 17-011 Accepting a Deed from Wasco County Conveying the Rock Fort Campsite Property to the City of The Dalles

City Attorney Gene Parker reviewed the staff report. It was noted that the name of the site was Rock Fort, and would be changed on the document prior to signature.

It was moved by Miller and seconded by Elliott to approve Resolution No. 17-011 Accepting a Deed from Wasco County Conveying the Rock Fort Campsite Property to the City of The Dalles

Resolution No. 17-013 A Resolution authorizing Grant Application for Construction of a Gorge Bike Hub at Lewis and Clark Festival Park

Assistant to the City Manager Matthew Klebes reviewed the staff report.

It was moved by McGlothlin and seconded by Miller to adopt Resolution No.17-013 Authorizing Grant Application for Construction of a Gorge Bike Hub at the Lewis and Clark Festival Park. The motion carried unanimously.

Resolution No. 17-012 Concurring with the Mayor's Appointments to Various Committees and Commissions

It was moved by Brown and seconded by McGlothlin to adopt Resolution No. 17-012 Concurring with the Mayor's Appointments to Various Committees and Commissions. The motion carried unanimously.

DISCUSSION ITEMS

Alternate Routes for the Riverfront Trail

Riverfront Trail Board representative Dan Durow and Brad DeHart from Oregon Department of Transportation presented the report.

DeHart said it was feasible, but costly to route the trail to the south of I84. He said it made the most fiscal sense to complete the trail in phases, giving time to raise the necessary funds for each phase. He said the first phase would use the remaining funds to do the work at the Marina

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parking lot.

In response to a question DeHart said they were working on ways to coordinate with the Marina Managers on the project.

Elliott asked about Riverfront Park being closed during migration season.

Durow said the Department of Fish and Wildlife were open to opening the park a little longer. He said the trail would be fenced off from the park.

Durow said the trail had always been considered an alternate form of transportation. He said it was a bit like building a bridge, and leaving the middle section out.

In response to a question DeHart said the Regions ODOT Manager had always been in support of the Riverfront Trail. He said no funding was in place at this time. Durow said they would continue to pursue grants to fund the completion of the trail.

McGlothlin asked if the remaining funds could be used on the Mill Creek spur. DeHart said that would be a significant deviation from the grant that was awarded through a competitive bid process, making it unlikely to receive approval.

Durow said the Riverfront Trail Board was supportive of the Mill Creek spur.

Durow said the item would come before the Council as an Action Item on May 8.

ADJOURNMENT

Being no further business, the meeting adjourned at 7:53 p.m.

Submitted by/
Izetta Grossman
City Clerk

SIGNED:

Stephen E. Lawrence, Mayor

ATTEST:

Izetta Grossman, City Clerk

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MINUTES
REGULAR COUNCIL MEETING
OF
April 24, 2017
5:30 p.m.

THE DALLES CITY HALL
313 COURT STREET
THE DALLES, OREGON

PRESIDING: Mayor Stephen Lawrence

COUNCIL PRESENT: Russ Brown, Tim McGlothlin, Taner Elliott, Linda Miller, Darcy Long-Curtiss

COUNCIL ABSENT: None

STAFF PRESENT: City Manager Julie Krueger, City Attorney Gene Parker, City Clerk Izetta Grossman, Finance Director Angie Wilson, Planning Director Steve Harris, Public Works Director Dave Anderson, Police Chief Patrick Ashmore, Human Resources Director Daniel Hunter, Assistant to the City Manager Matthew Klebes

CALL TO ORDER

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

ROLL CALL

Roll call was conducted by City Clerk Grossman, all Councilors present.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mayor Lawrence said the following amendments were made to the agenda:

- Resolution No. 17-012 had been approved at the April 17 Council Meeting and had been removed from the consent agenda
- Public Hearing Item #11-A General Ordinance No. 17-1352 Regarding Marijuana had been removed and would come before the Council at a later date
- Add additional Executive Session #13-B ORS 192.660(2)(f) to Consider Information or Records that are Exempt by Law from Public Inspection and 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.

It was moved by Long-Curtiss and seconded by Miller to approve the agenda as amended. The motion carried unanimously.

PRESENTATIONS/PROCLAMATIONS

Bridges to Change Transitional Housing Presentation

Council received a memo from Planning Director Harris, attached.

Fritz Osborne, Wasco County Community Correction and Monta Knudsen, Executive Director of Bridges to Change presented information on the program and the community outreach. See attached handouts.

The key points were:

- The grant funding for the housing program was from a Justice Reinvestment Grant, issued by the Oregon Criminal Justice Commission. Oregon counties received these funds with the primary goal of reducing recidivism and housing is a common target for these funds.
- The Oregon Health Authority's office of Licensing and Certification determined that the Bridges to Change house falls under ORS 443.480(1) as Community-Based Structured Housing. That ORS says that annual registration (through OHA) is required however licensing and certification is not.
- Bridges to Change started in Clackamas County in 2004. Their main office has since moved to Multnomah County and they own and operate dozens of houses in Clackamas, Multnomah, Marion, and Washington counties. Many of their current contracts are with community corrections offices providing transitional housing under

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- the Justice Reinvestment Grant funds.
- Bridges to Change sends all their staff to the 40-hour Peer Support Specialist training, State-certified by OHA. Many Bridges to Change staff also have Certified Alcohol Drug Counselor (CADC) credentials as well.
- Wasco County Corrections uses Cognitive Behavioral Programming to effect change in criminal thinking for clients. One of the house's residential staff Ron Webber has worked for that office for over ten years facilitating these cognitive classes. The primary curriculum they use is called Moral Recognition Therapy and Ron is MRT-certified by Correctional Counseling Inc.

Osborne said they had signed a contract with Bridges to Change in October 2016. He said the first house location had significant neighbor opposition. He said Bridges to Change had negotiated the purchase of the house at 1400 East 11th. He said he had personally walked the neighborhood with flyers and spoke with some neighbors. He said no one attended the meeting on December 22. He acknowledged that the weather and timing could have been a factor.

Osborne said he didn't contact City Planning, until later when he became aware that he needed to. He apologized for missing the step of including City Planning.

In response to a question, Knudsen said first Bridges to Change would work with City Planning to find a solution to the number of residence allowed. He said he did believe they were protected by Fair Housing and would fall under reasonable accommodations.

Osborne said the candidates for the house were chosen by him, and were the most likely to succeed.

In response to a question, Osborne said typically people were in the house for 90 to 120 days. He said it was a phased program that they had to complete.

Lois Thienes, 1205 Federal, said she lived right across the street from the house. She felt the timing of the meeting was bad. She said the process was unfair. She said she did talk to Osborne at length, but many of her neighbors did not have that opportunity. She said she wasn't opposed to the house, just not in her neighborhood.

Jack Thienes, 1205 Federal, said he felt the code that concerns residential housing that allows this type of facility needed to be controlled. He said he thought the City should go back to a variance procedure.

Mayor Lawrence said he wasn't sure what could be done if the City ordinance only referred to "licensed home", which this facility wasn't.

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Clyde Clark, 1220 East 13th Street, said he was concerned that the property wouldn't be maintained like the rest of the neighborhood. He said Grace House was an example. He said he felt the meeting was poorly timed.

Stephanie Henderson, 1108 Federal, said she did not receive a flyer and no one came to her door. She said she felt the project flew under the radar on purpose since the first location received an overwhelming negative reception from that neighborhood.

Mayor Lawrence asked Planning Director Harris to comment.

Harris said the issue did not go before the Planning Commission. He said the City's LUDO refers to license by the state facilities.

Harris said that last year the Oregon Health Authority said Community Based Structured Housing does not need to be licensed.

In response to a question Harris said the State doesn't want 3 or 4 people bunked per room. He said the house has 5 bedrooms and is 2800 square feet. He said he sent the program narrative to the State. Harris said he thought the City's definition of family could be outdated.

Mayor Lawrence said he was distressed that the County hadn't brought the City in sooner. He said the project was under the radar until citizens complained to the City.

Osborne said communication was a core value of his office. He said he was working hard to repair gaps in communication.

Osborne said upkeep of the house and landscaping was important.

Tyler Stone, Wasco County Administrator said the program leads to success. Stone said the people are already in the community, living in cars, on the street, in parking lots. He said the residents are under 24 hour supervision. He said the program stops the revolving door at NorCor.

Stone apologized for not communicating with the City on the project.

AUDIENCE PARTICIPATION

Victor Johnson, 313 West 4th Street, said the Crosswalk Enforcement Program had made a difference. He said it had a positive effect on The Dalles. He said it was a great way to spend police resources; it made The Dalles a safer, more welcoming place.

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Mayor Lawrence asked Johnson's opinion on having buckets with flags at intersections without signals that people took with them across the street and left in the bucket at the other side, making the pedestrians more visible.

Johnson said he had seen the flags work well at the festival in Sisters.

CITY ATTORNEY REPORT

City Attorney Gene Parker said he and the Assistant to the City Manager met with the EDA regarding the archeological report at the Airport for the Flex Hangar Project. He said representatives from Life Flight were in attendance. Parker said the EDA was contacting the Yakama Tribe.

CITY COUNCIL REPORTS

Long-Curtiss reported attending the Urban Renewal Budget Committee meeting and the budget was approved. She said she introduced Senator Wyden at the town hall on Friday, and volunteered at the Cherry Festival.

McGlothlin reported on attending the Airport Board meeting, and was the Grand Marshall at the Cherry Festival.

He said the plans were going well for the June Fly In at the Airport. He said Darcy Nothnagle from Google would be presenting at the Lions Club meeting.

Elliott said he attended the Cherry Festival.

Miller said the Urban Renewal Budget meeting went well. She said she attended the Sister City meeting.

Mayor Lawrence said he attended the Cherry Festival and crowned the King and Queen, and Little Miss Royal Ann and Andy.

CONSENT AGENDA

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

Items approved by Consent Agenda were: 1) Approval of April 10, 2017 Regular City Council Meeting Minutes.

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ACTION ITEMS

Request for 50% Reduction of System Development Charges by Mid Columbia Center for Living

Senior Planner Dawn Hert reviewed the staff report.

Elliott asked if his mother working for the organization constituted a conflict of interest.

City Attorney Parker said it was best to abstain.

Mayor Lawrence asked if the project was funded only with grant dollars.

Tyler Stone, Wasco County Administrator said there was a CDGB Grant, but not a 100% grant. He said a loan was taken out to complete the project.

Barb Cedar Executive Director of Mid-Columbia Center for Living said the organization was an intergovernmental agency serving Hood River, Sherman and Wasco Counties in the areas of Mental Health, Addictions, and Developmental Disabilities.

It was moved by Long-Curtiss and seconded by Miller to approve the request for 50% Reduction of System Development Charges and 50% reduction on the Water, Sanitary and Storm Sewer System Development Charges f by Mid Columbia Center for Living.

Miller rescinded her second.

It was moved by Miller and seconded by McGlothlin to approve Mid Columbia Center for Living's request for a 50% reduction on the Water, Sanitary and Storm Sewer System Development Charges for the new Medical Clinic Building. Miller and McGlothlin in favor; Long-Curtis and Brown opposed, Elliott abstained. Mayor Lawrence broke the tie voting against. The motion failed.

It was moved by Miller to approve a 25 % reduction on the Water, Sanitary and Storm Sewer System Development Charges for the new Medical Clinic Building. The motion died for lack of second.

It was moved by Long-Curtiss and seconded by Brown to approve the request for 50% Reduction of System Development Charges by Mid Columbia Center for Living. The motion carried, McGlothlin voting no, Elliott abstained.

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Authorization for execution of Public Access Easement, Encroachment Agreement, and Settlement and Release Agreement related to Cliff Street right-of-way

City Attorney Gene Parker reviewed the staff report.

It was moved by McGlothlin and seconded by Long-Curtiss to authorize the City Manager to execute the Public Access Easement, Encroachment Agreement, and Settlement and Release Agreement related to Cliff Street right-of-way. The motion carried unanimously.

Mayor Lawrence and the Council thanked staff for resolving this long standing issue. City Attorney Parker said it was City Manager Krueger's idea of the easement that moved it forward.

EXECUTIVE SESSION

Mayor Lawrence recessed to Executive Session in accordance with ORS192.660(2)(d) to Conduct Deliberations with Persons Designated by the Governing Body to Carry on Labor Negotiations;

AND

ORS 192.660(2)(f) to Consider Information or Records that are Exempt by Law from Public Inspection and 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.

RECONVENED TO OPEN SESSION at 8:25 p.m.

ADJOURNMENT

Being no further business, the meeting adjourned at 8:30 p.m.

Submitted by/
Izetta Grossman
City Clerk

SIGNED:

Stephen E. Lawrence, Mayor

ATTEST:

Izetta Grossman, City Clerk



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125
PLANNING DEPARTMENT

MEMORANDUM

April 14, 2017

To: Julie Krueger, City Manager
Fr: Steven Harris, Planning Director
Re: **Bridges to Change Facility – 400 East 11th Street**

Per your request I've compiled a chronology of the Bridges to Changes Transitional Housing facility located at the above address.

- 12/30/16 email from City Manager to City/County staff, School District, and Councilor McGlothlin and the Mayor in response to an inquiry by Councilor McGlothlin who had been contacted by Ms Lois Thiennes (1205 Federal Street) re the intended purchase of a home at 400 East 11th Street to be used as a "drug and alcohol rehabilitation facility" with a least 10 residents. Ms Thiennes said she had been contacted by someone named Fritz (Osborne), Commissioner Runyon and the Sheriff.
- 12/30/16 email response received from Sheriff Magill confirming the visits to Mr and Ms Thiennes re the proposed use
- 12/30/16 City Manager emailed listing agent, Dennis Morgan, re the proposed use.
- 1/4/17 meeting held with City/County staff and representatives from Bridges to Change to discuss proposed use and operation. City staff requested that Bridges submit a program narrative so that the use can be analyzed for LUDO compatibility.

- 1/5/17 email to Ms Candy Armstrong (School District) informing her of the outcome of the mtg held on 1/4/17.
- 1/6/17 email from Fritz Osborne informing City staff that he had met with Mr and Ms Thiennes to discuss the proposal.
- 1/6/17 City Manager's Weekly Memo to City Council informing them of outcome from the 1/4/17 mtg.
- 1/9/17 email from City staff to Fritz Osborne informing him of another potential property in the city for the proposed use (1903 W. 13th Street) that is currently for sale.
- 1/9/17 email response from Fritz Osborne explaining that property had been previously considered but was rejected due to neighborhood opposition.
- 1/10/17 Bridges submits program narrative to City staff for review.
- 1/12/17 email from Fritz Osborne providing operational/program details of the proposed use
- 1/12/17 Bridges submits revised program narrative following City staff review.
- 1/13/17 City Manager distributes to Council revised program narrative and housing packet info submitted by Bridges
- 1/13/17 same materials forwarded to Ms Armstrong.
- 1/20/17 email from Fritz Osborne detailing additional neighborhood outreach efforts.
- 1/20/17 email from Chief Ashmore to City/County stating he had discussed a similar facility with Police Chief from West Linn. West Linn PD reps indicated that they had positive experiences with a facility in their city.
- 1/26/17 City Attorney drafts memo re proposed use and applicability of LUDO considerations, including definition of the use, state licensing requirements, etc
- 3/20/17 email to City Manager, City Attorney and Mayor summarizing the conversation with rep from Oregon Health Authority re the proposed use. As described in their program narrative the use is consistent with the new state "community-based structured housing facility" program. No state licensing is required. The use does not fall within the definition of a residential care home/facility, as no treatment or dispensing of meds will be undertaken.

- 3/21/17 email to Mayor clarifying LUDO requirements
- 3/22/17 phone conversation with Ms Armstrong and City staff re Oregon Health Authority program and City LUDO regulations
- 3/24/17 email to Mayor re conversations with Mr Thiennes and Monte Knudson (Executive Director of Bridges to Change). Informed Mayor that an invitation had been extended to Bridges to attend a City Council mtg.
- 4/6/17 email to Fritz Osborne informing him that Bridges reps will be attending the April 24 City Council mtg.
- 4/10/17 mtg with Fritz Osborne and City staff to discuss status of proposed use, upcoming City Council presentation and the City's desire to limit the number of residents housed at the facility.



BRIDGES
to change

Program Housing Packet

Our mission is to strengthen individuals and families affected by addiction, poverty, and homelessness. Through the provision of integrated services we can provide a bridge to change by giving “a hand up not a hand out.”

Our goal is to provide alcohol and drug free housing in Wasco, Clackamas, Marion, Multnomah and Washington counties, for those in transition, and to support recovering addicts from all walks of life, who are ready to make positive changes in their lives as they transition back into society.

We believe that intervention and structured support will lead to a healthier lifestyle. We focus on the strengths and talents of individuals, offer support and advocate for opportunities to reconnect them to the larger community. Services are individualized and include mentorship, on-going skill building, and referrals to needed resources.

Program Includes

- Alcohol & Drug free housing
- Recovery Skills and Relapse Prevention
- Employment Stability Skills
- Mentorship
- Reinforced Accountability
- Life Skills
- Provides Individual resources
- Networking
- Transitional Planning

BRIDGES TO CHANGE A&D FREE HOUSING

Welcome to BRIDGES TO CHANGE. Our goal is to help you make a successful transition back into the community. To do this, certain guidelines must be followed so that you know in advance what to expect from us, and what we can expect from you. Any rule that you have difficulty accepting, please let us know immediately. By signing this agreement you are agreeing to the terms listed, which means that failure on your part to follow through may result in either termination from the house or other consequences as determined by staff. This may include a three strike contract and or an intervention with your probation officer.

House Rules

Self-Sufficiency

This program has a goal of self-sufficiency. This means that during your stay, you will engage with your mentor/case managers to create a plan and work towards accomplishing it.

Curfew

Your curfew is 10 pm all nights of the week. You may also spend Friday and Saturday nights out “overnights” after the first 14 days if you provide a signed/approved overnight pass. Your curfew can be re-negotiated based on your work schedule. If you work swing or graveyard shift than your curfew will be 2 hours after your shift ends. An example-if your shift ends at 1am you have to be back by 3am. Overnights are contingent on Bridges staff, and your PO's approval.

Respect

The most important element of relationships at Bridges to Change is respect. Staff respects each person who enters into our programming and asks that those involved in services do the same. This can mean many things including appropriate language, behaviors and relationships. We serve all genders and assign people to gender-specific programs according to their self-identified gender regardless of birth assignment. We ask that participants respect all peers of varying gender identifications. We ask that participants are respectful of different cultures, beliefs, abilities, etc.

Language

BTC has zero tolerance for language that is derogatory nature, this includes remarks that are racist, sexist, homophobic, ageist, ableist, etc. Participants are expected to adhere to this rule even when staff are not present. Continued issues with appropriate language will result in discharge. We recognize that this is a period of growth and continue to support individuals in improving vocabulary. We do ask that you also refrain from swearing and the use of curse words.

Behavior

Crude behavior, gestures and otherwise offensive nonverbal communication is not acceptable. We are here to support you as you are changing your behaviors and know that it takes time. Yelling, punching, kicking and other aggressive behaviors are not tolerated and are viewed as threatening and will result in automatic termination.

Harassment

Safety is very important to staff and clients at Bridges to Change. Many of those in services have been affected by trauma or abuse, and it is our goal to build an environment where people can feel safe and free to express themselves. Harassment comes in many forms including bullying, stalking, verbal abuse, abuse of power, etc. If you are experiencing harassment from a staff member, client or outside individual, please inform your mentor, counselor or house manager. We will investigate any instances of harassment and take appropriate measures to resolve the issue. If you are involved in the harassment of an individual, we will take appropriate action, up to termination if necessary.

Participant Relationships

Please do not lend or borrow from other participants. For obvious reasons this has been known to cause problems in the past. If you choose to disregard this advice, staff is not responsible for the issues that may arise. You are not allowed in another participant's room/apartment. This cuts down on theft issues, and being in someone else's room/apartment is grounds for termination from housing. We ask that you do not engage in romantic or sexual relationships with other Bridges to Change participants, sexual activity of any kind is not permitted at Bridges to Change. We serve both men and women who are here to recover and build positive support without distraction. Please maintain appropriate and professional behavior when interacting with members of other programs.

Alcohol and Drugs

There will be no alcohol or drug use allowed on the property. No visits to bars or anywhere where alcohol is main purpose of business. Please do not bring illegal controlled substances onto the property.

Prescription Drugs

Bridges to Change will provide locking boxes to safeguard medications. You are required to notify staff that you have medications and keep them locked up. Please see mentor/staff for detailed policy.

Phone Calls

Please be respectful when answering the phone as people are often expecting to hear from potential employers. Do not pick up the phone if you are not willing to look for the resident or take a message.

Phone calls are limited to 10 minutes during 8am and 5pm and job/treatment related calls have priority over personal calls during that time. In the evenings there is a 15 minute phone

House Maintenance

You are responsible for keeping your room clean and contributing to the maintenance of the common spaces in your house, which includes the deck and porch, and parking lot areas. Our policy regarding bedbugs is; you must dry all clothing on high heat before bringing into housing. This includes any items purchased at second hand stores. You are expected to:

1. Clean up whatever dishes, pots and pans you have used in the preparation of a meal as soon as you have finished eating.
2. Keep your bedroom area clean at all times. Your bed must be made daily and your area clean.
3. Follow the list of weekly and monthly chores posted.

It is a privilege to live here and there is no excuse for chore neglect!

ADDITIONALLY....Please DO NOT flush anything besides toilet paper in the bathroom toilets.

Smoke Alarms

Anyone caught removing the batteries/tampering with the smoke alarms may be immediately terminated. This is an important safety issue and will be strictly enforced.

Changing Rooms

You may not switch beds, trade or remove any of the furnishings without staff permission. When assigned a room a staff person will do an inventory of the room's contents and its condition. When you leave we will repeat the process and will bill you for damages beyond normal wear, missing items, rooms left unclean or missing keys.

Noise

Noise levels need to be kept at normal levels. Everyone should be conscious of our neighbors and house mates when playing music, watching television and while on the phone. Please use earphones if you want to blast your music.

Smoking/Burning

Smoking is permitted only in the outside areas where there is a receptacle for butts. Do not smoke in your room. Additionally, if you smoke on the deck or porch you must have the door closed. There are NO exceptions to these rules. PLEASE do not throw your butts in the parking lot, or on the ground, we have plenty of butt cans for this purpose. Burning of any kind is not allowed. Incense, candles, etc., are not allowed to be used on the property.

Weapons/ Abiding by the Law

Weapons which violate parole/probation conditions are not allowed on the premises.

Room Heat

Please do not open your windows when the heat is on for obvious reasons. We also ask that the heat in the common spaces be kept at a reasonable level, with doors and windows closed.

Cars

You are allowed to own and operate a car once you have provided staff with proof of valid driver's license, current Oregon registration and insurance meeting Oregon's legal requirements. There is parking but we ask that you do not work on your car on the property.

VCR/DVD USE

Do not take the DVD/VCR to your room. You are responsible for renting your own videos. Please, no viewing of "X-Rated" films, as this is a big relapse trigger and it's inappropriate. Your housing can be terminated if you possess pornographic material.

Parole/Probation Treatment Requirements

You are expected to comply with all Parole/Probation requirements. If your Parole Officer gives you an 'action plan' please show it to your mentor (if applicable). If you are in outpatient/aftercare treatment houses and are unable to make a meeting, please notify your treatment counselor, and your mentor at BRIDGES prior to missing the scheduled class. If prior notice is not possible please notify both treatment counselor and case manager within 24 hours.

Food and Food Stamps

During your stay here, basic living expenses such as utilities, telephone, and cable are paid by BRIDGES TO CHANGE. You are required to pay for your own food starting from the day you move in. If you are eligible, you can use food stamps to purchase food, we can also give you resources for food boxes if you are not eligible for food stamps. NO EATING OR FOOD IN YOUR BEDROOM!!

Good Neighbor Policy

- Be respectful
- Keep noise levels down
- Be a considerate driver
- Be a considerate parker (when parking please don't park in front of neighbor's house)
- Make sure when putting out trash cans (that cans are not overflowing with trash)
- Maintain yard, free of all debris
- No congregating in front of house
- Smoke only in designated smoking area
- No fireworks on the property

Visitors

Visitors are permitted in the common areas only, living room, dining room, kitchen, and smoking porch. You may have visitors Mon-Fri 5pm to 9pm and weekends from 9am to 9pm. Exceptions could be made based on your work schedule. Every resident is responsible for their own visitors, which means that if they disturb another resident you will be asked to have them leave. The same rule applies if their visitors are disturbing you. If this occurs, we recommend that you take the resident aside and politely let them know that their visitor is bothering you. Everyone has the right to feel safe here and has the right to ask that a troublesome visitor be asked to leave. In addition, visitors are not to be left alone in the house, nor are they allowed to answer the phone.

By signing this, I agree that I have read and understand these rules and expectations. I have had the opportunity to ask questions and have my questions answered. I agree to abide by these expectations.

Client signature_____Date_____

Staff signature_____Date_____

UA & BA Procedures

- ❖ UA/BA are conducted prior to entry, on a random basis and when requested by mentor or any other staff
- ❖ You will be given 2 hours to provide the sample, samples not produced during the time frame will be considered positive
- ❖ You will be asked to wash and dry hands prior to testing
- ❖ Complete a log of UA/BA preformed/results
- ❖ UA's are observed by staff-once the request has been made, you are required to stay in their sight until the results are done
- ❖ You need to follow staff direction throughout this process

If at any point you fail to follow this policy or are found tampering with the specimen/results you will be in violation of this agreement.

Client
signature _____ Date _____

ADDENDUM TO RENTAL AGREEMENT

DRUG AND ALCOHOL FREE DECLARATION

Bridges to Change provides A&D free housing to those in need.

This addendum is for your clarification of the type of housing and the rules governing A&D free housing. By signing this addendum you are stating that:

- 1. I have read and understand the program agreement and this addendum.**
- 2. I agree to follow the rules, and requirements for A&D free housing.**
- 3. I agree to attend a minimum of two recovery oriented meetings weekly. These meetings can be AA/NA or an alternative.**

1) A dwelling unit qualifies as drug and alcohol free housing if:

(a)(A) For premises consisting of more than eight dwelling units, the dwelling unit is one of at least eight contiguous dwelling units on the premises that are designated by the landlord as drug and alcohol free housing dwelling units and that are each occupied or held for occupancy by at least one tenant who is a recovering alcoholic or drug addict and is participating in a program of recovery; or

(B) For premises consisting of eight or fewer dwelling units, the dwelling unit is one of at least four contiguous dwelling units on the premises that are designated by the landlord as drug and alcohol free housing dwelling units and that are each occupied or held for occupancy by at least one tenant who is a recovering alcoholic or drug addict and is participating in a program of recovery;

(b) The landlord is a nonprofit corporation incorporated pursuant to ORS chapter 65 or a housing authority created pursuant to ORS 456.055 (General definitions for ORS 456.055 to 456.235) to 456.235 (Dissolution of housing authorities);

(c) The landlord provides for the designated drug and alcohol free housing dwelling units:

(A) A drug and alcohol free environment, covering all tenants, employees, staff, agents of the landlord and guests;

(B) Monitoring of the tenants for compliance with the requirements described in paragraph (d) of this subsection;

(C) Individual and group support for recovery; and

(D) Access to a specified program of recovery; and

(d) The rental agreement for the designated drug and alcohol free housing dwelling unit is in writing and includes the following provisions:

(A) That the dwelling unit is designated by the landlord as a drug and alcohol free housing dwelling unit;

(B) That the tenant may not use, possess or share alcohol, illegal drugs, controlled substances or prescription drugs without a medical prescription, either on or off the premises;

(C) That the tenant may not allow the tenant's guests to use, possess or share alcohol, illegal drugs, controlled substances or prescription drugs without a medical prescription, on the premises;

(D) That the tenant shall participate in a program of recovery, which specific program is described in the rental agreement;

(E) That on at least a quarterly basis the tenant shall provide written verification from the tenant's program of recovery that the tenant is participating in the program of recovery and that the tenant has not used alcohol or illegal drugs;

(F) That the landlord has the right to require the tenant to take a test for drug or alcohol usage promptly and at the landlord's discretion and expense; and

(G) That the landlord has the right to terminate the tenant's tenancy in the drug and alcohol free housing under ORS 90.392 (Termination of rental agreement by landlord for cause), 90.398 (Termination of rental agreement for drug or alcohol violations) or 90.630 (Termination by landlord) for noncompliance with the requirements described in this paragraph.

(2) A dwelling unit qualifies as drug and alcohol free housing despite the premises not having the minimum number of qualified dwelling units required by subsection (1)(a) of this section if:

(a) The premises are occupied but have not previously qualified as drug and alcohol free housing;

(b) The landlord designates certain dwelling units on the premises as drug and alcohol free dwelling units;

(c) The number of designated drug and alcohol free housing dwelling units meets the requirement of subsection (1)(a) of this section;

(d) When each designated dwelling unit becomes vacant, the landlord rents that dwelling unit to, or holds that dwelling unit for occupancy by, at least one tenant who is a recovering alcoholic or drug addict and is participating in a program of recovery and the landlord meets the other requirements of subsection (1) of this section; and

(e) The dwelling unit is one of the designated drug and alcohol free housing dwelling units.

(3) The failure by a tenant to take a test for drug or alcohol usage as requested by the landlord pursuant to subsection (1)(d)(F) of this section may be considered evidence of drug or alcohol use.

(4) As used in this section, "program of recovery" means a verifiable program of counseling and rehabilitation treatment services, including a written plan, to assist recovering alcoholics or drug addicts to recover from their addiction to alcohol or illegal drugs while living in drug and alcohol free housing. A "program of recovery" includes Alcoholics Anonymous, Narcotics Anonymous and similar programs.

Tenant _____ Date _____

Landlord _____ Date _____

Personal Property

If for some unforeseen reason, I am unable to personally remove my property, due to arrest, eviction, etc. I hereby authorize :

Name: _____

Phone: _____

To take possession of all my belongings that remain in the care of the Bridges to Change in which I resided. I also understand that if my property is not retrieved within 30 days of my departure, my property will be disposed of.

In the event of an emergency, I give my permission to Bridges to Change to contact the following person(s):

Name: _____

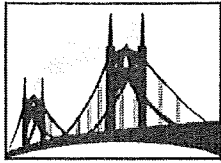
Phone number: _____

Print

Name: _____ Date: _____

Signature: _____

Staff: _____



BRIDGES
to change

Creating Hope Through Community

February 24th, 2017

RE: 400 East 11th Street

Dear Neighbors,

I write this letter as our commitment to you and the neighborhood. Bridges to Change takes great pride in our demonstrated ability to be good neighbors and to keep our properties well maintained. We achieve this in many ways and on many levels as an organization. Wasco County Community Corrections will carefully select residents who have the motivation and ability to succeed, and who will most benefit from this supervised, clean and sober community living arrangement. Housing residents agree, upon entry, to conduct themselves in a way that is respectful and courteous, and our staff actively holds them accountable to the rules.

Some examples of our rules include no tolerance to foul language, crude behavior, gestures or otherwise offensive nonverbal communication. We also do not tolerate harassment or anything that could be considered intimidating. The house will be staffed 24 hours a day, seven days a week. Bridges to Change staff intervene quickly should any resident not behave appropriately. Wasco County Community Corrections will also have an active presence at the house, will help hold residents accountable, and wields the authority to remove any resident not following house rules.

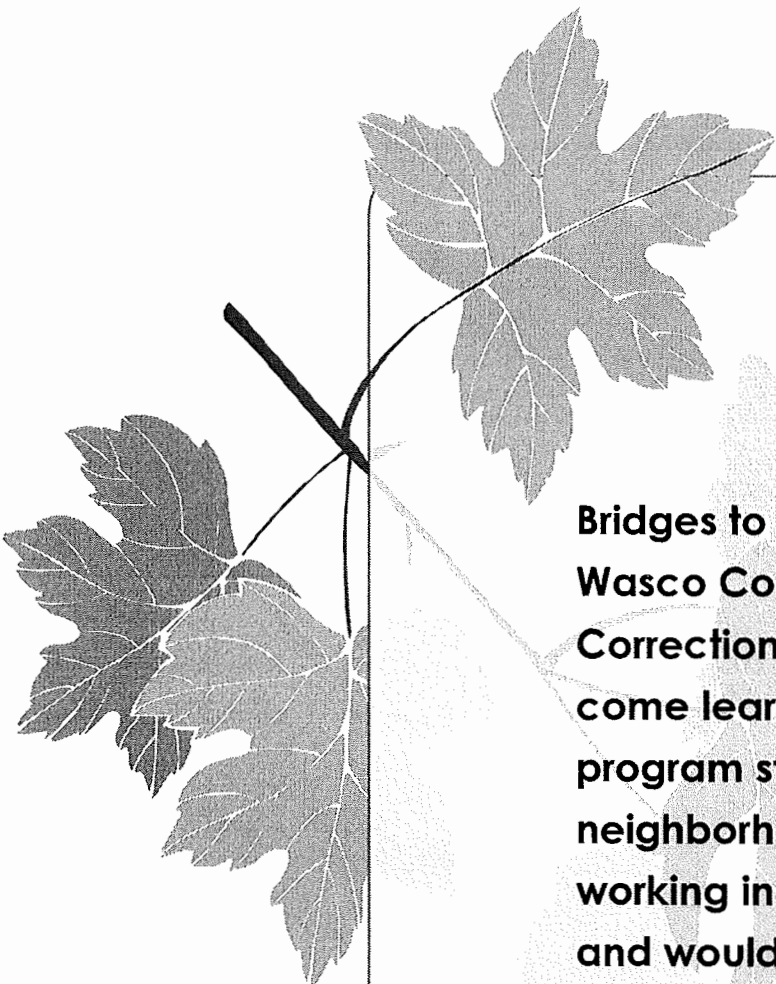
As part of our good neighbor policy, our residents agree to keep noise levels down, not park in front of neighbors' houses (most residents will not have a vehicle), make sure the trash can is not overflowing, maintain a yard free of debris and litter, and maintain a visually attractive property. Residents are not to congregate at the front of house and shall smoke only in a designated area within the covered back patio at the rear of the house. Bridges to Change will contract with a local landscaping company to make sure the grounds are regularly maintained. Houses owned by Bridges to Change are expected to look nice, are kept in good repair, and maintain their value as part of a quality community.

We appreciate this neighborhood's charm and we look forward to being good neighbors.

Sincerely,

Shelly Mead MS, CADC I
Director of Housing Services
Bridges to Change
971-386-3389

0570 SE Washington St, Ste. 20
Portland, OR 97216
Phone: 503-465-2749
Fax: 503-208-2596
www.bridgestochange.com



**Bridges to Change and
Wasco County Community
Corrections invites you to
come learn about how our
program strengthens
neighborhoods. We are
working in your community
and would love for you to
join us!**

Transitional Housing Meeting

December 22nd 2016

6:00 PM

421 East 7th St (Annex B)

The Dalles, OR

**Call Fritz at 541-506-2574
for more information.**



BRIDGES
to change



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #11-A

MEETING DATE: May 8, 2017

TO: Honorable Mayor and City Council

FROM: Dawn Marie Hert, Senior Planner &
Historic Landmarks Commission Coordinator,
Planning Department

ISSUE: Transportation System Development Charge reduction request from Mid-Columbia Senior Center for a 650 square foot addition to the Senior Center Building.

BACKGROUND: On November 22, 2016, Mid-Columbia Senior Center was approved to site and construct a 650 square foot addition to their existing facility at 1112 west 9th Street, here in The Dalles. The applicant has made a request for a Transportation System Development Charge (SDC) reduction as allowed by General Ordinance 07-1286.

Per General Ordinance 10-1305, Section 6(A) D. Staff can reduce the Transportation SDC by 50% due to the new development involving the expansion of an existing business in the City. Staff reduced the Transportation SDC from \$2,547.84 to \$1,273.92.

Any development project submitted by a local government can also request an additional 50% reduction to City Council per General Ordinance 07-1286, Section 6(G), resulting in a 75% reduction of the full SDC fee. If approved by City Council, the Transportation SDC would be reduced from \$1,273.92 to \$636.95.

BUDGET IMPLICATIONS: None

COUNCIL ALTERNATIVES:

1. Staff recommendation: ***Move to approve the Mid-Columbia Senior Center's request for the additional 50% reduction in Transportation System Development Charge for their addition to the Senior Center Building.***

2. Move to approve a modified Transportation System Development Charge reduction for Mid-Columbia Senior Center's addition to the Senior Center Building.
3. Move to decline the request for reduced Transportation System Development Charge for Mid-Columbia Senior Center's addition to the Senior Center Building.



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481
FAX (541) 296-6906

AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #11B-C

MEETING DATE: May 8, 2017

TO: Honorable Mayor and City Council

FROM: Julie Krueger, City Manager

ISSUE: 11-B: Approval of SEIU Collective Bargaining Agreement
11-C: Approval of Exempt Employee Pay Plan, Position
Classifications and Insurance Benefits

BACKGROUND: The SEIU members are scheduled to ratify the agreement at their May 3, 2017 meeting. Upon notification of their decision we can provide staff reports for your consideration.



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #11-D

MEETING DATE: May 8, 2017

TO: Honorable Mayor and City Council

FROM: Gene Parker, City Attorney

ISSUE: General Ordinance No. 17-1354, amending General Ordinance No. 16-1345, to include provisions for interest and penalties for delinquent payment of the tax upon the sale of marijuana items by a marijuana retailer, and declaring an emergency.

BACKGROUND: At the November 8, 2016 general election, the voters approved General Ordinance No. 16-1345 which established a three percent tax on the sale of marijuana items by a marijuana retailer. The City entered into an agreement on January 13, 2017 with the Oregon Department of Revenue to have the Department of Revenue collect the local three percent tax.

The Department of Revenue recently informed the City that General Ordinance No. 16-1345 did not include any provision for the collection of interest or penalties for retailers who were delinquent in the payment of the local three percent tax. General Ordinance No. 17-1345 would amend General Ordinance No. 16-1345 to allow the Department of Revenue to collect interest and penalties in the event a marijuana retailer is delinquent in the payment of the local three percent tax. General Ordinance No. 17-1345 includes an emergency clause so that it will go into effect immediately upon its adoption. Notice of adoption of the ordinance has been posted in accordance with the City Charter and the ordinance can be adopted by title only.

BUDGET IMPLICATIONS: Adoption of General Ordinance No. 17-1354 will allow the Department of Revenue to assess interest and penalties to delinquent payments of the City's local three percent tax on the sale of retail marijuana.

COUNCIL ALTERNATIVES:

1. Staff recommendation: *Move to adopt General Ordinance No. 17-1354 by title only.*
2. Decline to take any action to adopt General Ordinance No. 17-1354.

GENERAL ORDINANCE NO. 17-1354

**AN ORDINANCE AMENDING GENERAL ORDINANCE
NO. 16-1345, TO INCLUDE PROVISIONS FOR INTEREST
AND PENALTIES FOR DELINQUENT PAYMENT OF TAX UPON
SALE OF MARIJUANA ITEMS BY A MARIJUANA RETAILER,
AND DECLARING AN EMERGENCY**

WHEREAS, the City Council adopted General Ordinance No. 16-1345, which established a three percent (3%) tax on the sale of marijuana items by a marijuana retailer, which ordinance was referred to the voters at the November 8, 2016 General Election and approved by the voters; and

WHEREAS, the City entered into a Marijuana Tax Collection Agreement with the Oregon Department of Revenue on January 13, 2017, which provided the Department of Revenue would collect the local three percent tax on the sale of retail marijuana items for the City; and

WHEREAS, the Department of Revenue has notified the City that General Ordinance No. 16-1345 did not include any provisions concerning the collection of interest and penalties in the event a marijuana retailer was delinquent in making tax payments; and

WHEREAS, the City Council desires to adopt an ordinance amending General Ordinance No. 16-1345 to include provisions to allow the Department of Revenue to enforce the provisions of state law for including interest and penalties in the collection of delinquent payments of the local tax upon the retail sale of marijuana items:

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

Section 1. Interest and Penalty. General Ordinance No. 16-1345 shall be amended by adding a subsection (A) to Section 3 Collection, which shall read as follows:

- A. Interest and Penalty. Interest shall be added to the overall tax amount due at the same rate established under ORS 305.220 for each month, or fraction of a month, from the time the return to the Oregon Department of Revenue was originally required to be filed by the marijuana retailer to the time of payment.
 - 1. If a marijuana retailer fails to file a return with the Oregon Department of Revenue or pay the tax as required, a penalty shall be imposed upon the marijuana retailer in the same manner and amount provided under ORS 314.400.

2. Every penalty imposed, and any interest thereon that accrues, becomes a part of the financial obligation required to be paid by the marijuana retailer and remitted to the Oregon Department of Revenue.
3. Taxes, interest and penalties transferred to the City of The Dalles by the Oregon Department of Revenue will be distributed to the City's General Fund.
4. If at any time a marijuana retailer fails to remit any amount owed in taxes, interest, or penalties, the Oregon Department of Revenue is authorized to enforce collection on behalf of the City of the owed amount in accordance with ORS 475B.700 to 475B.755, any agreement between the Oregon Department of Revenue and the City of The Dalles under ORS 305.620 and any applicable administrative rules adopted by the Oregon Department of Revenue.

Section 2. Emergency. WHEREAS, the City has entered into an agreement with Oregon Department of Revenue to have the Department of Revenue collect the local option tax approved by the voters on November 8, 2016, and it is in the best interests of the health, welfare, and safety of the citizens of The Dalles that the City authorize the Department of Revenue to use its statutory authority to impose interest and penalties in the event a marijuana retailer is delinquent in filing the required tax returns and making payment of the tax due; NOW, THEREFORE, an emergency is declared to exist and this Ordinance shall go into effect immediately upon its passage and approval.

PASSED AND ADOPTED THIS 8TH DAY OF MAY, 2017.

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

AND APPROVED BY THE MAYOR THIS 8TH DAY OF MAY, 2017.

Stephen E. Lawrence, Mayor

Attest:

Izetta Grossman, City Clerk



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #11-E

MEETING DATE: May 8, 2017

TO: Honorable Mayor and City Council

FROM: Julie Krueger, City Manager

ISSUE: Approval of the FY 2017-18 Scope of Work and Budget for Tourism Services by The Dalles Area Chamber of Commerce and The Dalles Main Street Proposal to Provide a Cruise Ship Program.

BACKGROUND: This year, the City Manager asked that the Chamber re-evaluate services provided and to reflect actual costs based on historical spending.

The attached scope of work and proposed budget reflects the changes discussed.

At the April 17, 2017 City Council meeting, Council requested more detail from Main Street on their proposal to operate the Cruise Ship Program. That information is included in this report.

BUDGET IMPLICATIONS: Funding for the tourism program is included in the annual budget. The budget will reflect whatever decision is made by the City Council when they approve the scope of work and budget presented by the Chamber.

The total proposed budget for 2017-18 from the Chamber of Commerce is \$243,844, a decrease of \$2,686 over the current year and does *not* include the cruise ship program.

Main Street's proposal to operate the cruise ship program is \$40,000 for the 2017-18 fiscal year. The requested detail is attached.

The total request is \$283,844 (combining both proposals), which represents an increase over current budget of \$37,314. The tourism programs are paid with transient room tax revenue.

COUNCIL ALTERNATIVES:

Staff recommendation: ***Move to approve the scope of work and budget as presented by The Dalles Area Chamber of Commerce; and move to approve the proposal by Main Street for the cruise ship program.***

The 2017-18 fiscal year represents the fourth year of a five year contract with the Chamber to provide tourism services. It is timely to have a discussion to determine what the City's expectations are for tourism services for the future. I would like to schedule a work session for the Fall (September or October) to discuss the current service levels and to talk about what is most important for the future. If the Council is in agreement, please provide concurrence or make a motion to ***direct the City Manager to schedule a work session to discuss tourism services.***



Personnel

Visitor Services Manager

- **See attached Job Description** for details of duties and responsibilities
- Coordinate and maintain efficient flow of work for volunteers and seasonal help, utilizing good time management.
- Greet and wait on all visitors
- Ensure that staff members are cross-trained for routine tasks and program support
- Track information for visitor statistics
- Maintain brochures
- Maintain Community Event Calendar
- Fulfill Visitor Requests (phone, mail, email, in person)

Seasonal Visitor Services Personnel (2)

- Greet and wait on all visitors
- Track information for visitor statistics
- Maintain brochures
- Fulfill Visitor Requests (phone, mail, email, in person)

Public Relations Coordinator

- **See attached Job Description** for details of duties and responsibilities
- Market events on all social media platforms
- Update web site for events / information / activities
- Send e-blasts / tip sheets by email to targeted groups
- Assist with marketing options for targeted audiences
- Serve on Marketing Committee / branding message

Tourism Director / CEO

- ODMO for The Dalles Area for Travel Oregon
- Marketing / Publications for advertising
- Works with Weinstein for FAM / marketing
- CGTA Board for Gorge tourism and marketing
- Daily decisions pertaining to tourism

Hours Per Position for 12 month period

- ♦ Visitor Services / Office Manager = 2080 (100% of 40 hour work week)
- ♦ Summer Visitor Services = 520 hours (100% of position, 2 seasonal people)
- ♦ Public Relations Coordinator = 1560 (100% of 30 hour work week)
- ♦ Tourism Director / CEO = 1040 (50% of position of a 40 hour work week)

Total Hours 5200 hours (2.5 FTE)



9. Budget

2017-18 Proposed Tourism Marketing Budget

Personnel

Salaries & Benefits	\$118,130.00	(Increased wages for Visitor Services Manager, P.R. Coord, & Seasonal) 5200 Man Hours (2.5 FTE) / [PT, FT, & Seasonal]
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Facilities

Space Cost	\$9,324.00	1036 @ .75 sq ft (average - .75 to 1.00 per sq. ft.)
Utilities	\$3,600.00	(removed this amount from Admin: 1/2 of total of water, power, & gas)
Equipment, Maintenance, & Repair	\$5,280.00	1/2 of the following expenses: Copier Lease, Postage Meter, Ground Maintenance, Facilities Maintenance and repair.

Operating

Administration	\$12,000.00	Liability & Property Insurance 1608.00 yr. / Meals and Catering for events & meetings / Gifts and Swag, Technology and Software 1300.00 yr. / Outside Services and Web Design & Pgm 1500.00 yr. / in-house printing 2500.00 yr. / Prof Dev and Training in tourism related opportunities (i.e. conferences)
Office Supplies	\$2,400.00	Paper, Promotional Cherries, Labels, & Bags, Regular office supplies
Postage	\$3,000.00	Shipping and postage of tourism materials, shipping brochures to eight Oregon entry points & visitor centers
Telephone	\$3,200.00	Telephone and Internet (Operating Expense is split with Chamber)
Travel & Mileage	\$3,000.00	Lodging & Travel for FAMS / VIPS / Conferences / Trade Shows
Dues & Subscriptions	\$ 900.00	Software Licensing

Marketing

Printing & Binding	\$6,010.00	Stationary, Brochure Covers, Brochure insides, Maps, Welcome Bags
TRT Grants for Events (heads in beds)	\$8,000.00	
Marketing/Event Support	\$54,000.00	FAM Tours, Advertising (print, web, TV), Trade Shows, Social Media Promo/Campaigns, Listings on website in Northwest
Public Relations	\$15,000.00	Weinstein PR

GRAND TOTAL	\$243,844.00	Less than 1% increase of last year (before the \$5000 for Fort Dalles Fourth monies)
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The Dalles Main Street Tour Boat Coordinator Budget Proposal

City of The Dalles Contribution	\$40,000	
PERSONNEL		
City Contribution to Salary	\$23,400	Full Time, \$15/h, Main Street Responsible for salary portion.
Health Insurance Stipend	\$3,600	\$300/month
Cell Phone Stipend	\$600	\$50/month
MARKETING		
Downtown Maps, Brochures, Advertising	\$7,400	Design, Printing, Updates,
PROMOTIONAL		
Seminars/Workshops/Small Scale Events	\$2,000	Community Education. Small Scale Downtown Promotion
OPERATIONS		
Office Supplies	\$2,000	Phone/Internet/Copies/Postage
Travel/Training	\$1,000	Lodging/Mileage



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #11-F

MEETING DATE: May 8, 2017

TO: Honorable Mayor and City Council

FROM: Dan Durow, Economic Development Specialist

ISSUE: Approval of the CH2M's report on Riverfront Trail alternative route

BACKGROUND: On April 10th, the Council was presented a draft report on the Riverfront Trail alternative routes. After much discussion, there was a consensus to move ahead and finish the final report, which would then be presented at the May 8th meeting by CH2M for any further discussion and consideration of acceptance.

COUNCIL ALTERNATIVES:

1. Staff recommendation: ***Move to approve the final report on the Riverfront Trail alternative route.***
2. Request any changes to the final report and move to approve.
3. Not approve the final report.



AGENDA STAFF REPORT

AGENDA LOCATION: Action Item #11-G

MEETING DATE: May 8, 2017

TO: Honorable Mayor and City Council

FROM: Matthew Klebes, Assistant to the City Manager

ISSUE: Gitchell/Waldron Drug Building

BACKGROUND: The intent of this Agenda Staff Report is to summarize studies and past actions related to the Gitchell/Waldron Drug Building and outline a process that allows consideration of historic, cost, and liability concerns. Below you will find a background on the building, key dynamics, and a summary of completed reports. Attachment A details a 3 part process that will allow several options to be considered. Attachment B details preservation costs associated with a report from KPFF.

The National Historic Register lists the historic name of the building as Waldron Bros. Drug Store but notes it is often referred to as the Gitchell Building/Apartments. The State of Oregon Inventory of Historic Properties and the National Register states that the building was constructed in 1867; other sources have claimed 1859, by George and H.J. Waldron who was an early, “druggist” in The Dalles. In 1880, fill along First Street raised the street level above the original entrance to the building.

The National Register notes that the building has been used as a druggist, post office, Mason lodge, apartments, newspaper, offices, feed store, paint store, as well as by The Dalles, Portland, and Astoria Navigation Company. The Register also notes, “historically significant painted wall advertisements are on the east and west elevations of the building.”

The property was purchased by the City of The Dalles, as shown in City financial records, in August 2002 for \$7,357.00.

The ASCE-31 Structural Evaluation of the building conducted April 2009 notes,

“The south face of the building is approximately 12 feet from the centerline of the north Union Pacific Railroad (UPRR) track...If this clearance is to be maintained relative to occupied building space, an alternative to address this would be to provide a new interior shear wall at the 25-foot location..., and leave the southern portion of the building unoccupied, but with the historic façade refinished and intact.” (Page 6 KPFF Study)

There is a possibility this space could be used for storage, stairways, or other uses where people are only present for short durations. This determination has yet to be made.

The City of The Dalles has deemed it unsafe to enter the building based on conditions observed by City staff, in particular due to concern that the first floor joists are not attached to the wall, however, the KPFF study notes, “Construction is typical of the era, with no supplemental connectors, including no attachment of the joists or diaphragm to the exterior walls.” This concludes that although the joists are not attached to the walls, which is of concern, this dynamic is not due to deteriorating conditions within the building. (Page 5 KPFF Study) However, several joist ends, in particular over the East entrance, have substantially deteriorated over time. This condition also prevents City staff from monitoring and changing the filters for the HVAC system.

Summary of Reports

Studies completed:

- December 29, 2008 Peter Meijer Architect, PC
“Limited Exterior Building Assessment”

Conclusions: From the ground visual assessments do not paint the complete picture. The building is in fair to poor condition; when the building became unoccupied it is likely stone decay increased due to absence of heating and resulting longer wet periods; some stone repair techniques may require the ghost signs be removed; evaluation of stone integrity and likely needed replacement; application of epoxy-based consolidants may slow decay of stone

- April 27, 2009 Peter Meijer Architect, PC
“Revised Exterior Building Assessment” (Includes Petrographic Analysis by Willamette Geological Service and Cost Estimates)

Conclusions from Petrographic Analysis:

-Exterior Stone: Highly porous, poorly cemented, poorly sorted (made of up materials of a variety of sizes)* sandstone. Recommended stabilization of rock fabric with intergranular cement or replacement with stone with better engineering qualities

-Interior Stone: Volcanic rock with considerable strength that will be resistant to moisture and surface degradation, stronger crystalline fabric. Overall this stone is of good quality.

-Cost Estimate: \$780,000.00 general repairs and seismic strengthening, no tenant improvements, seismic upgrades accounts for \$116,000.00 of this amount.

*Descriptors such as, “poorly cemented” relate to the naturally occurring process of rock formation and not to human building techniques

- April 2009 KPFF Consulting Engineers
“Seismic Evaluation of Existing Buildings, Life Safety Performance Level Tier 1 Screening Phase evaluation”
Conclusions: Summary of prior studies and mathematical engineering data; deficiencies that could result in partial or total collapse of the structure in a major seismic event; potential concealed problems within construction make estimates difficult; limited excavation supports the assumption that the building is constructed on bedrock; fire damage apparent on mezzanine level.
- January 7, 2015 KPFF Consulting Engineers
Building Walk Through
Conclusions: Possible corollary between new landscape drainage patterns and moisture migration on exterior stone. ASR dated October 21, 2015 states that Staff confirmed that no irrigation lines operate in the area; installation of a sump pump recommended, regular replacement of air filters suggested.

BUDGET IMPLICATIONS: Detailed budget implications will be determined after receiving direction from Council on how to proceed

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to direct staff to proceed with development of a Request for Qualifications (RFQ) to allow private, nonprofit, and other entities the opportunity to address the concerns regarding the building condition, liability, and historic nature.*
2. Direct staff to finalize a scope of work and costs to preserve the building as a City landmark only with no intention of using the interior of the building.
3. Direct staff to finalize a scope of work and costs to preserve and rehabilitate the building for potential public and/or private use.
4. Direct staff to seek demolition of the building by obtaining cost quotes and a demolition permit from the Historic Landmark Commission.

Attachment A

Step 1a: Preservation of the Building

Prior City Action Taken:

- Purchase Price: \$7,357.00
- KPFF studies: \$44,285.00
- Roof, HVAC, Stabilization, and Interior remodel: \$264,933.36.
- North Wasco PUD Electrical Service: \$3,076
- Recurring electrical and minor repairs/maintenance costs
 - Maintenance:
 - 2011: \$728
 - 2012: \$43.64
 - 2014: \$52.80
 - Electrical:
 - 2011: \$276.31
 - 2012: \$1,031.50
 - 2013: \$510.50
 - 2014: \$992.38
 - 2015: \$572.95

Total \$316,502.44

Funds expended and potential costs detailed do not include any steps to make the building rentable. An updated Scope of Work will need to be completed to get an accurate cost to fully secure the building.

Based on the estimates provide in KPFF's April 2009 Report an additional \$653,000.00* is needed for immediate stabilization and preservation work. This does not include ongoing maintenance or any additional future stabilization and preservation costs. This number is achieved by taking KPFF's estimate of \$780,000 (Page 3, Structural Evaluation, April 2009) and deducting the relevant work from the estimate (Attachment B).

The building walkthrough conducted by KPFF in January 2015 recommended a sump pump be installed to remove excess water. A cost estimate for this installation has not been requested.

If a decision is reached to preserve the building as a City landmark, in other words preserving the building as a historic landmark with no intent for interior use, a, "Historic Structure Report" may be useful to serve as a, "primary document for decision-making about preservation, rehabilitation, restoration, or reconstruction treatments." Such a report would bring together many disciplines needed to select an appropriate treatment approach.

*These figures are based off estimates made in 2009

Step 1b: Use of the Building: If the building is to be used by the City or rented out, an additional Scope of Work is required get an accurate cost to bring the building into use. This is above the cost to take preservation steps detailed in Attachment B.

A final determination will have to be made on whether or not the 25 foot right of way owned by the railroad will allow use of the building. A Right of Entry application will need to be submitted along with fee payment of \$545 to Union Pacific related to this space.

If the Council does not elect to expend funds to stabilize, preserve, and/or renovate the building the next option may be Step 2.

Step 2: Request for Qualifications

City Council may direct staff to develop a Request for Qualifications (RFQ) to allow private and nonprofit entities the opportunity to address the concerns regarding the liability and historic nature of the building. At a minimum, respondents must eliminate the liability issue related to the building.

Due to the challenging nature of the project, this RFQ will be listed for a minimum of 6 months to 1 year to allow adequate time for a private or non-profit entity to fully evaluate the project, finalize their proposal, detail their qualifications, and confirm the resources needed to execute their proposal.

If the RFQ has no adequate responses the Council has exhausted all public, private, and nonprofit options and can seek a demolition permit for the building if desired.

Step 3: Demolition of the Building:

A demolition permit will have to be issued by the Historic Landmark Commission. The application for a demolition permit can be suspended by the HLC if is in the interest of preserving historical values. This suspension may not exceed 120 days from the original date of the application. HLC may request an extension of the suspension period for an additional 180 days with City Council approval.

In granting a demolition permit the HLC follows the below criteria:

1. The state of the repair of the landmark.
2. The reasonableness of the cost of renovation or repair.
3. The purpose of preserving such designated historical landmark.
4. The criteria used in the original designation of the landmark
5. The applicable provisions of the City's Comprehensive Plan
6. The character of the surrounding neighborhood
7. Any other factor deemed appropriate by the Commission.

HLC may keep a pictorial and graphic history of the resource as well as obtain any artifacts from the landmark worthy of preservation. This may include the cast iron work of the building among other items. Any reusable stone from the building may also be kept for future use if permitted.

A Union Pacific Engineer will need to approve the demolition plan. The building's south end currently has a concrete wall (foundation) below the rail grade. Removing the

building could destabilize that wall. In addition, UP will want assurances in the removal plan that any debris is contained or prevented from interfering with rail traffic or damage to the tracks.

A demolition estimate will need to be obtained.

Demolition costs can be estimated at \$30,000- \$55,200.00 based on average square foot demolition costs of \$5-\$10 dollars. However, given the historic and stone nature of the building as well as its proximity to the UP rail line these costs will be substantially higher.

COST ESTIMATE

<u>Item</u>	<u>Quantity</u>	<u>Units</u>	<u>Cost per Unit</u>	<u>Total</u>
<u>General Repairs</u>				
Add shear/railroad separation wall (south end)	700	SF	\$40	\$28,000
Install rock anchors at shear walls	4	EA	\$7,000	\$28,000
Remortar stone wall joints	11000	SF	\$20	\$220,000
Repair deteriorated stone	1	LS	\$50,000	\$50,000
Penetrating epoxy coating on stone wall	5200	SF	\$10	\$52,000
Epoxy grout wall cracks	200	LF	\$20	\$4,000
Repair column bases	14	EA	\$800	\$11,000
Repair deteriorated and fire-damaged wood	1	LS	\$20,000	\$20,000
Apply waterproofing, ext. walls, south end	250	SF	\$5	\$2,000
-Shoring	140	SF	\$70	\$1,000
-Excavation/backfill	50	CY	\$60	\$3,000
Add retaining wall at First Floor, south end	200	SF	\$40	\$8,000
New roof membrane	1600	SF	\$15	\$24,000
Replace typical windows	15	EA	\$1,000	\$15,000
Replace south windows	6	EA	\$2,500	\$15,000
Replace parapet coping	180	LF	\$20	\$4,000
Heating, electrical, and plumbing	1	LS	\$35,000	\$35,000
Demo (including Mezzanine Level)	1	LS	\$20,000	\$20,000
Subtotal				\$540,000
<u>Seismic Upgrades</u>				
Add shear wall (north end)	700	SF	\$40	\$28,000
Install rock anchors at shear walls	4	EA	\$5,000	\$20,000
Reconfigure Second Floor exit stair	1	LS	\$10,000	\$10,000
Diaphragm reinf. - Second Floor and Roof	3100	SF	\$8	\$25,000
Add tension ties of walls to diaphragms (2nd + R)	150	EA	\$100	\$15,000
Add diaphragm chords - Second Floor and Roof	140	LF	\$30	\$5,000
Brace south parapet	1	LS	\$3,000	\$3,000
Demo	1	LS	\$10,000	\$10,000
Subtotal				\$116,000
<u>Design Fees</u>				
Structural	1	LS	\$60,000	\$60,000
Architectural	1	LS	\$46,000	\$46,000
Geotechnical	1	LS	\$8,000	\$8,000
Mechanical/Electrical/Plumbing	1	LS	\$10,000	\$10,000
Subtotal				\$124,000
<u>Total</u>				\$780,000

Notes:

- This cost estimate covers repairs required for future occupancy (General Repairs) and upgrades for seismic strengthening (Seismic Upgrades). It is based on providing a core and shell building with heat to temper the space and safety lighting, but no tenant improvements.
- The following are not included in this cost estimate:
 - Replacing the existing murals on the exterior walls.
 - Abatement of hazardous materials.
 - Flagging, permits, work interruption, and other limitations imposed by UPRR.
 - Utility service up to the building and underground plumbing.
- Design fees include construction documents for core and shell (tenant improvement work is not included), providing minimum heating for the enclosed shell along with safety lighting. Preconstruction material analysis testing is included in design fees.

KPFF Consulting Engineers

February 2009



AGENDA STAFF REPORT

AGENDA LOCATION: Discussion Item #12-A

MEETING DATE: May 8, 2017

TO: Honorable Mayor and City Council

FROM: Dave Anderson, Public Works Director

ISSUE: Extension of Sanitary Sewer Main in East 9th Street and potential formation of an associated Reimbursement District

BACKGROUND: An owner of property on East 9th Street, east of Morton Street, has applied to the City to partition his property and develop the associated residential parcels. The properties are located inside the City limits and within 300 feet of an existing sewer main. Per Ordinance No. 97-1213, the development will therefore require the extension of a sewer main in East 9th Street and connection of the newly developed properties to the City sewer system. The extension of that sewer main will pass along the frontage of a parcel at East 9th and Morton that is already developed and connected to the City sewer main in Morton Street.

One option for the extension of the sewer main is to require the developer to extend the main, at his cost, to serve his properties. This option would construct about 170 linear feet of new sewer main that would only provide service to the properties being developed, and may pose a higher cost to the developer because he will bear the full cost of constructing the main across the frontage of the currently developed property.

Another option would be for the City to extend the sewer main in East 9th Street for a distance of 257 feet. This option would be able to provide service to the applicant's property as well as additional properties within the City limits that could develop in the future. The work could be done by City crews. The total cost of the project is estimated to be about \$7,000 including materials, equipment and labor. Staff proposes that a reimbursement district would be formed as outlined below if this option were implemented.

General Ordinance No. 06-1275 allows for the formation of reimbursement districts when developers (including the City) install water or sewer improvements with additional capacity that could be utilized by future users. A district, if approved by City Council,

identifies the properties that could be potentially benefited by the improvement and allocates a cost to those properties that would be paid when they connect to the improvement. Once formed, a district remains in effect for a period of 15 years. Improvements must be constructed to City standards to qualify. Staff is recommending that, if Council approves the extension of the sanitary sewer main by City crews, a reimbursement district be formed to recover the costs of the sewer main extension as future connections are made. Formation of the district would follow all the associated processes including completion of a Public Works Director's Report and a public hearing.

The attached map shows the two options under consideration.

BUDGET ALLOCATION: The cost of the project would be paid from the Wastewater Fund, Fund 55. The estimated cost of the project for the purchase of materials is \$3,800. There are monies available within the current budget to fund this project.

ALTERNATIVES:

- A. **Staff Recommendation:** None – Discussion Item.
Staff is seeking direction from Council on the following point:
Does Council support the extension of a sewer main in East 9th Street to be constructed by City crews and the associated formation of a reimbursement district to recover those costs as properties connect to system in the future?

