

AGENDA

REGULAR CITY COUNCIL MEETING

January 17, 2011

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. OATH OF OFFICE
5. APPROVAL OF AGENDA
6. PRESENTATIONS/PROCLAMATIONS
 - A. Go Red Day Proclamation
 - B. Memorial Tribute for Ron Somers

7. 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.

8. CITY MANAGER REPORT
9. CITY ATTORNEY REPORT
10. CITY COUNCIL REPORTS
11. 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 December 13, 2010 Regular City Council Meeting Minutes
- B. Resolution No. 11-001 Accepting Transfer of Ownership of Various Parcels of Property from Wasco County
- C. Approval to Declare Public Works Department Equipment as Surplus Property
- D. Authorization for City Clerk to Endorse OLCC Change in Privilege Application for Clock Tower Ales
- E. Resolution No. 11-002 Concurring With the Mayor's Appointments to Various Commissions and Committees

12. CONTRACT REVIEW BOARD ACTIONS

- A. Award Design/Build Downtown Wi-Fi System Contract [**Agenda Staff Report #11-005**]

13. ACTION ITEMS

- A. Request by Mid Columbia Fire and Rescue District for a Fee Waiver for Conditional Use Permit Application [**Agenda Staff Report #11-001**]
- B. Selection of a Municipal Judge and Judge Pro-Tem [**Agenda Staff Report #11-002**]

14. DISCUSSION ITEMS

- A. Discussion Regarding Annexation Policy [**Agenda Staff Report #11-004**]

15. ADJOURNMENT

This meeting conducted in a handicap accessible room.

Prepared by/
Julie Krueger, MMC
City Clerk



Handwritten signature of Julie Krueger in blue ink, followed by a horizontal line.

PROCLAMATION

WHEREAS, the Heart Truth remains: too many American women and the men who love them suffer from heart disease. It is the number one killer in the United States and many citizens in our community are its victims; and

WHEREAS, the Heart Truth is that heart disease is largely preventable. Women and the men who love them can promote their own heart health and reduce their risk of heart disease by taking steps to live a heart healthy lifestyle; and

WHEREAS, it benefits our community when its citizens are healthy and take active measures to prevent heart disease in order to live long and productive lives; and

WHEREAS, information and education are the first steps in making the changes that promote a heart healthy lifestyle;

NOW, THEREFORE, I, James L. Wilcox, Mayor of the City of The Dalles, proclaim February 4, 2011 as

“GO RED FOR WOMEN’S HEART HEALTH DAY”

and encourage all citizens to show their support by wearing red and participating in both the Heart Expo at the Civic Auditorium from 11:00 a.m. to 2:00 p.m. and the Heart Walk through historic downtown The Dalles at Noon, beginning at The Dalles Civic Auditorium.

APPROVED AND DATED THIS 17th DAY OF JANUARY, 2011

SIGNED: _____

James L. Wilcox, Mayor

ATTEST: _____

Julie Krueger, MMC, City Clerk



CITY OF THE DALLES

MEMORIAL TRIBUTE

WHEREAS, the City Council, City staff, and citizens of The Dalles were grieved to learn of the death of former Municipal Court Judge Ron Somers on January 3, 2011; and

WHEREAS, Ron Somers served as Municipal Court Judge of the City of The Dalles from July, 1967 through December 2011, and worked energetically to uphold justice for the citizens of the community; and

WHEREAS, in addition to Ron's service as the City's Municipal Court Judge, he volunteered countless hours through his service on the Airport Board from 1968 through 1991 and was very involved in numerous programs and projects, such as the Community Thanksgiving Dinner, which have greatly enriched the lives of our citizens; and

WHEREAS, Ron was known to all who knew him, as a capable, honest, and unselfish city official; and

WHEREAS, the death of former Municipal Court Judge Ron Somers leaves this City mourning the loss of a man of dedication and commitment;

NOW, THEREFORE, I, James L. Wilcox, Mayor of the City of The Dalles, do hereby extend, on behalf of the City Council, City staff, and the citizens, our heartfelt regret and condolences to the family and friends of Judge Somers.

APPROVED AND DATED THIS 17th DAY OF JANUARY, 2011.



SIGNED: _____

James L. Wilcox, Mayor

ATTEST: _____

Julie Krueger, MMC, City Clerk



AGENDA STAFF REPORT

CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
January 17, 2011	Consent Agenda 11, A - E	N/A

TO: Honorable Mayor and City Council

FROM: Julie Krueger, MMC, City Clerk

THRU: Nolan K. Young, City Manager

DATE: January 5, 2011

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

A. **ITEM:** Approval of December 13, 2010 Regular City Council Meeting Minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the December 13, 2010 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 December 13, 2010 regular City Council meeting.

B. **ITEM:** Resolution No. 11-001 Accepting Transfer of Ownership of Various Parcels of Property from Wasco County.

BUDGET IMPLICATIONS: As part of the proposed transaction the City agreed to be responsible for paying the recording fees which are estimated to be \$198.00 and mapping fees which are estimated to be \$750.00.

SYNOPSIS: On October 11, 2010, Wasco County Commission Chair Dan Ericksen approached the Council with a request for the City to consider taking ownership of certain parcels of property. These parcels included three small parcels which are adjacent to the large parcel of property owned by the City upon which the Library is located, and a parcel of land which is located adjacent to the parcel which includes the City's Lone Pine Well. Transfer of these small parcels to the City would clean up some unresolved ownership issues and also create a more uniform system of ownership for the City's parcels and the adjacent parcels.

RECOMMENDATION: That City Council adopt Resolution No. 11-001.

C. **ITEM:** Approval to Declare Public Works Department Equipment as Surplus Property.

BUDGET IMPLICATIONS: Revenue from items that can be sold will be credited to miscellaneous revenue line items of the Street, Water and Wastewater funds.

SYNOPSIS: A list of items to be disposed of is attached. The phones and accessories will be recycled through Wireless alliance, who pays between fifteen and 50 cents per phone. The printers are nonfunctional and will be recycled by donating to the STRUT program. The meter reading guns are obsolete and cannot be repaired. They will be recycled or disposed of in an appropriate manner.

In addition to the attached list, the Public Works Department would like to surplus a 1972 tilt deck trailer (VIN #4310; Equipment #114). The plan is to use this as trade for a larger trailer, but if not possible, it will be sold to offset the cost of a larger unit.

RECOMMENDATION: Declare Public Works Department equipment as surplus and direct staff to dispose of the equipment.

D. **ITEM:** Authorization for City Clerk to Endorse OLCC Change in Privilege Application for Clock Tower Ales.

BUDGET IMPLICATIONS: A fee of \$75.00 will be collected and credited to the General Fund.

SYNOPSIS: Clock Tower Ales has applied for a greater privilege of their OLCC license to serve alcohol in addition to beer and wine. The Police Department has investigated the application and recommends it be endorsed.

RECOMMENDATION: That City Council authorize the City Clerk to endorse the OLCC Change in Privilege application for Clock Tower Ales.

E. ITEM: Resolution No. 11-002 Concurring With the Mayor's Appointments to Various Committees and Commissions.

BUDGET IMPLICATIONS: None.

SYNOPSIS: Mayor Wilcox has selected Wil Keyser to fill an expired term on the Budget Committee; Dennis Whitehouse to fill an unexpired term on the Planning Commission; and Nan Wimmers to fill an expired term on the Traffic Safety Commission.

Mayor Wilcox has re-appointed Dixie Parker to serve on the Historic Landmarks Commission; Gary Grossman to Budget Committee and Urban Renewal Advisory Committee; and Chris Zukin and Jerry Jeffers to the Urban Renewal Budget Committee.

RECOMMENDATION: That City Council adopt Resolution No. 11-002 concurring with the Mayor's appointments to various committees and commissions.

MINUTES

REGULAR COUNCIL MEETING
OF
DECEMBER 13, 2010
5:30 P.M.
CITY HALL COUNCIL CHAMBER
313 COURT STREET
THE DALLES, OREGON

PRESIDING: Mayor Jim Wilcox

COUNCIL PRESENT: Bill Dick, Carolyn Wood, Dan Spatz, Brian Ahier, Tim McGlothlin

COUNCIL ABSENT: None

STAFF PRESENT: City Manager Nolan Young, City Attorney Gene Parker, City Clerk Julie Krueger, Finance Director Kate Mast, Community Development Director Dan Durow, Police Chief Jay Waterbury, Engineer Dale McCabe

CALL TO ORDER

Mayor Wilcox called the meeting to order at 5:33 p.m.

ROLL CALL

Roll call was conducted by City Clerk Krueger; all Councilors present.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

It was moved by Wood and seconded by McGlothlin to approve the agenda as presented. The motion carried unanimously, Ahier absent.

Councilor Ahier in attendance at 5:35 by telephone.

PRESENTATIONS/PROCLAMATIONS

Presentation of the 2009-10 Fiscal Year Audit Report

Rob Tremper, Dickey and Tremper, provided an overview of the audit report, reviewing their findings and issues.

Councilor Spatz noted the staff report had mentioned a future need to hire two CPA firms for preparation and review of all the standards. Finance Director Mast said it was possible that would be the case in several years as additional standards are adopted.

It was moved by Wood and seconded by Spatz to accept the 2009-10 fiscal year audit as presented. The motion carried unanimously.

AUDIENCE PARTICIPATION

Randy Cole, 816 East 20th Street, The Dalles, said he would like to apply for an upcoming Planning Commission vacancy.

Mayor Wilcox said a press release would be sent out this week seeking candidates.

Kathy Heitkemper addressed the City Council regarding future discussion regarding a burn ban. She said it was a very important issue in regards to health issues and mentioned she had sent the City Council a letter responding to the issues which had been raised at a recent town hall meeting. Heitkemper said agencies would work with property owners who had unique yard situations, such as steep hillsides and banks along creeks. She said it was irresponsible to burn when alternatives were available.

City Manager Young said the City Council would be presented with information from staff and have further discussion about outdoor burning at their January 24th Council meeting.

CITY MANAGER REPORT

City Manager Young said the Request for Proposals for the Downtown Wi Fi project were due on December 22nd and would be brought to the January 24th Council meeting for contract award. Young said the City had a new volunteer administrative intern, Daniel Meeks, who would be working on green energy issues and the design concept for Third Place streetscape. Young noted the sale of the Flour Mill property was being worked on by staff.

CITY ATTORNEY REPORT

City Attorney Parker reported he had been a speaker at a recent land use seminar. Parker said Legal Secretary Nancy Ayres would be on leave for a while longer. He said the temporary employee was working out well.

Parker asked the City Council if they wished to take action on his recommendation to hire Wil Carey as a temporary Judge pro-tem while staff proceeded through the process to hire a permanent Judge pro-tem.

It was moved by Spatz and seconded by Ahier to authorize appointment of Wil Carey as a municipal Judge pro-tem in accordance with the terms of the proposal presented by staff and authorize staff to issue an advertisement and Request for Qualifications for the position of Municipal Judge pro-tem. The motion carried unanimously.

CITY COUNCIL REPORTS

Councilor Ahier reported the Council of Governments meeting had been cancelled for this month. He said the QLife Agency had been working on the Downtown Wi Fi project which would be very good for future economic development for the community.

Councilor Spatz said he had attended the 2010 Leadership Summit. He said the general theme was what the State would do to rebuild the economy and budget from the ground up. Spatz said there were several break out groups, one for Columbia River Gorge issues. He said wetlands issues in The Dalles were discussed. Spatz said anyone could download the program at www.oregonbusinessplan.org.

Councilor Dick said he had attended the Urban Renewal Advisory Committee meeting and one of the recommendations would be considered by the Agency at the meeting immediately following the Council meeting.

MINUTES (Continued)
Regular Council Meeting
December 13, 2010
Page 4

Councilor McGlothlin reported that he had not attended the last Traffic Safety Commission meeting but one of the issues discussed had been parking along Summit Ridge Road. He said no action had been taken on the issue. McGlothlin announced that Google had provided \$100,000 funding to the School District for technical programs and to promote literacy.

Mayor Wilcox said the Sister City delegation would be arriving on Wednesday, December 15th. He thanked the community for their support of the program. Wilcox said there was no Airport Board meeting in December. He said the Tree Committee was close to finishing their work and would bring a recommendation to Council in the near future.

CONSENT AGENDA

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

Items approved by Consent Agenda were: 1) approval of November 15, 2010 Town Hall meeting minutes; 2) approval of November 22, 2010 regular City Council meeting minutes; and 3) Resolution No. 10-029 concurring with the Mayor's appointment of a committee to manage the Oregon Main Street Program.

CONTRACT REVIEW BOARD ACTIONS

Award Contract for Wicks Valve Installation Project

Engineer Dale McCabe reviewed the staff report.

It was moved by Spatz and seconded by Wood to award the contract for installation of a 24 inch butterfly valve to Nutter Corporation in an amount not to exceed \$25,500.00. The motion carried unanimously.

ACTION ITEMS

General Ordinance No. 10-1309 Approving Zoning Ordinance Amendment No. 76-10 and Comprehensive Plan Amendment No. 38-10 for Six Parcels of Land Measuring Approximately 4.2 Acres Located on or Near Lone Pine Boulevard

The staff report was reviewed by City Attorney Parker.

City Clerk Krueger read General Ordinance No. 10-1309 by title.

MINUTES (Continued)
Regular Council Meeting
December 13, 2010
Page 5

It was moved by Wood and seconded by Spatz to adopt General Ordinance No. 10-1309 approving Zoning Ordinance Amendment No. 76-10 and Comprehensive Plan Amendment No. 38-10 for six parcels of land measuring approximately 4.2 acres located on or near Lone Pine Boulevard, by title. The motion carried unanimously.

Resolution No. 10-028 Amending the Boundaries of the Downtown Parking District to Include the East Side of Laughlin from Second to First Street and the West Side of Washington From the Alley South to First Street

City Attorney Parker reviewed the staff report.

There was discussion about the importance of maintaining safe parking for employees. Following discussion it was the consensus of the City Council to amend the district boundary to add in the east side of Laughlin Street from the alley to First Street, instead of the entire block from Second to First Street.

It was moved by Spatz and seconded by Ahier to adopt Resolution No. 10-028 amending the boundaries of the Downtown Parking District to include the east side of Laughlin from the alley to First Street and the west side of Washington from the alley south to First Street. The motion carried unanimously.

ADJOURNMENT

Being no further business, the meeting adjourned at 6:43 p.m.

Submitted by/
Julie Krueger, MMC

SIGNED: _____

James L. Wilcox, Mayor

ATTEST: _____

Julie Krueger, MMC, City Clerk

RESOLUTION NO. 11-001

A RESOLUTION ACCEPTING TRANSFER OF OWNERSHIP OF CERTAIN PARCELS OF PROPERTY FROM WASCO COUNTY

WHEREAS, on October 11, 2010, the City Council considered a request by Wasco County to transfer ownership of certain parcels of real property from the County to the City, which included the following parcels of property:

Township 1 North Range 13 East, Section 3BC, Tax Lot 10000, Reference #15481

Township 1 North Range 13 East, Section 3CB, Tax Lot 1100, Reference #15485

Township 1 North Range 13 East, Section 1BA, Tax Lot 100, Reference #15420; and

WHEREAS, the first two parcels of property described above are adjacent to the City County Library, and as the City owns the large parcel of property upon which the Library is located, it would make sense to have ownership of all of these parcels to be vested in the City; and

WHEREAS, the ownership of the third parcel described above is currently listed as unknown, and the parcel is adjacent to a parcel owned by the City which includes the City's Lone Pine Well, and it would make sense for the City to acquire ownership of this adjacent parcel; and

WHEREAS, on December 15, 2010, the Wasco County Board of Commissioners approved the executed of Quitclaim Deeds conveying the listed parcels of property to the City, pursuant to the provisions of ORS 271.330(1);

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

1. Deeds Accepted The City Council hereby accepts the Quitclaim Deeds authorized by the Wasco County Board of Commissioners for the parcels of properties described above, and authorizes the City Manager and City Clerk to execute acceptance of those deeds.

2. Effective Date. This Resolution shall be effective as of January 17, 2011.

PASSED AND ADOPTED THIS 17TH DAY OF JANUARY, 2011.

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

AND APPROVED BY THE MAYOR THIS 17TH DAY OF JANUARY, 2011.

SIGNED:

James L. Wilcox, Mayor

ATTEST:

Julie Krueger, MMC, City Clerk

Public Works Department - Surplus List - Dec 2010

Nextel Phones - Recycle through the Wireless Alliance

Phone #	Used by	Style		Comments
541-980-7881	Service Person	i305	w/clip	no longer works
541-980-8472	Service Person	i305		buttons stick
541-980-4370	WD Lead	i305		static
541-980-3509	X-Connection	i305		
		i305		no information on phone
541-980-7703	On Call	i355		
541-980-8472	Service Person	i355		loud buzzing static
541-980-8472	Service Person	i355	w/clip	
541-288-6267	Office	i530		
541-980-8919	St Mngr	i530		wont hold a charge
541-980-7261	WD Mngr	i530		wont power up or would revert to black screen
541-980-5734	Wicks On Call	i530		
541-980-8919	St Mngr	i560		
541-288-6422	WC Mngr	i560		
541-288-7298	Wicks Mngr	i560		
541-288-6386	City Inspector	i570		
541-980-7703	On Call	i570	w/clip	
541-288-6273	Patterson	i570		
541-288-6260	WD - Roberts	i570	w/charger	
541-980-7881	WD - Roberts	i570	w/clip	
541-980-4370	WD Lead	i570		
541-980-7261	WD Mngr	i570		
541-288-7297	Mechanic	i576		
541-980-5735	City Engineer	i580		
541-288-7297	Mechanic	i580		screen/graphics distorted
541-980-7703	On Call	i580		
541-980-7703	On Call	i580		randomly shuts off
541-288-6273	Patterson	i580		
541-980-7881	Service Person	i580		
541-980-8919	St Mngr	i580		battery problem
541-980-8919	St Mngr	i580		
541-980-8472	WC Lead	i580		
541-288-6260	WD - Roberts	i580		
541-980-4370	WD Lead	i580		
541-980-7261	WD Mngr	i580		
541-980-7261	WD Mngr	i580		bad battery
541-288-7298	Wicks Mngr	i580		
541-288-7298	Wicks Mngr	i580		
541-980-3509	X-Connection	i580		
541-288-6267	Office	i580		
541-288-6386	City Inspector	i670	w/clip	dropping calls, hangs up when password entered
541-288-6386	City Inspector	i680		
541-980-8919	Trans. Mngr	i680		
541-288-6422	WC Mngr	i680		
541-980-7703	On Call	5180		Nokia - AT&T

Cell Phone Accessories - Recycle through Wireless Alliance

description	model	qty
Motorola pager		1
roof mount antenna		1
Motorola overnig	SPN4460B	1
Nokia overnight	DCH-9	1
Nokia car charge	LCH-9	1
Nokia house cha	ACP-7U	3
Motorola house	ODMPW000000002	5
Motorola house	DCH4-050US-0302	10
Motorola house	PSM494OD	6
Cobra house ch	FA-CHRGR	1
Nokia headset	HDE-1	1
Nokia headset	HDC-9P	1
Motorola car kit	NNTN6028	1
Motorola plastic	various sizes	15
fabric holsters	various sizes	18
Nextel car charger		3
Sprint house cha	FMGA01-MCU-M	1
USB to Mini USB cable		1
Mini USB to video cable		1

Printers - Donate to StRUT

	HP Inkjet printer cp1700	SN SG23R311HS	From Reg Compliance
	HP photosmart D7460	SN MY757C206G	From SCADA
	HP Deskjet 932C	SN MY03H17109	From SCADA

Sensus Auto Meter Reading Guns - Cannot be repaired

Model	SN	Description
4090	80295B	Obsolete - cannot be repaired Need to surplus/dispose
4090	113125B	Obsolete - cannot be repaired Need to surplus/dispose
4090	80558A	Obsolete - cannot be repaired Need to surplus/dispose
3094SD	59973A	Obsolete - cannot be repaired Need to surplus/dispose

RESOLUTION NO. 11-002

A RESOLUTION CONCURRING WITH THE MAYOR'S APPOINTMENTS TO VARIOUS COMMISSIONS AND COMMITTEES

WHEREAS, there are expired terms on the Historic Landmarks Commission, Traffic Safety Commission, Urban Renewal Advisory Committee, Urban Renewal Budget Committee, QLife Agency Budget Committee, and City Budget Committee; and an unexpired term on the Planning Commission and

WHEREAS, Mayor Wilcox has selected Dixie Parker for re-appointment to the Historic Landmarks Commission; and

WHEREAS, the Mayor has selected Nan Wimmers for appointment to the Traffic Safety Commission; and

WHEREAS, the Mayor has selected Gary Grossman for re-appointment to the Urban Renewal Advisory Committee; and

WHEREAS, Mayor Wilcox has selected Chris Zukin and Jerry Jeffers for re-appointment to the Urban Renewal Budget Committee; and

WHEREAS, the Mayor has selected Gary Grossman for re-appointment to the Budget Committee and Wil Keyser for appointment to the Budget Committee; and

WHEREAS, Ken Leibham and David Karlson were selected for re-appointment to the QLife Budget Committee; and

WHEREAS, the Mayor has selected Dennis Whitehouse for appointment to an unexpired term to the Planning Commission;

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

Section 1. The City Council hereby concurs with the following appointments: Dixie Parker is re-appointed to the Historic Landmarks Commission, term to expire May 31, 2014; Nan Wimmers is appointed to fill an expired term on the Traffic Safety Commission, term to expire April 30, 2014; Gary Grossman is re-appointed to the Urban Renewal Advisory Committee, term to expire December 31, 2013; Chris Zukin and Jerry Jeffers are re-appointed to the Urban Renewal Budget Committee, terms to expire December 31, 2013; Gary Grossman is re-appointed and Wil Keyser is appointed to the Budget Committee, terms to expire June 30, 2013; Ken Leibham is re-appointed to QLife Agency Budget Committee, term to expire June 30, 2013 and David Karlson are re-appointed to the QLife Agency Budget Committee, term to expire June 30, 2012; and Dennis Whitehouse is appointed to fill an unexpired term on the Planning Commission, term to expire April 30, 2013.

Section 2. This Resolution shall be effective January 17, 2011.

PASSED AND ADOPTED THIS 17th DAY OF JANUARY, 2011

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

AND APPROVED BY THE MAYOR THIS 17th DAY OF JANUARY, 2011

SIGNED:

James L. Wilcox, Mayor

ATTEST:

Julie Krueger, MMC, City Clerk

**CITY of THE DALLES**313 COURT STREET
THE DALLES, OREGON 97058(541) 296-5481
FAX (541) 296-6906**AGENDA STAFF REPORT**
CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
January 17, 2011	Contract Review Board 12, A	11-005

TO: Mayor and City Council**FROM:** Nolan K. Young, City Manager**DATE:** January 5, 2011**ISSUE:** Award of Downtown Wireless Broadband Proposal

BACKGROUND: The City has received a \$130,000 grant from Google for the construction and three-year maintenance and operation of a Wi Fi system in the Historic Downtown Business District. QLife has also pledged additional funds for the use of its fiber loop system and the fiber builds to connect to the system.

The City has advertised for proposals, which were opened on December 29, 2010. The Table below summarizes the three bids that were received.

Downtown Wireless Broadband Bids**29-Dec-10**

	Gorge Networks	Day Wireless	Hage Electric
Design/Build	102,834	93,609	141,683
Fiber build	8,900	-	15,000
3 year			
Maintenance	9,000	28,140	14,400
3 year Backhaul	12,600	14,400	18,000
TOTAL	133,334	136,149	189,083

Two bids fall within our budget; Gorge Networks and Day Wireless. The QLife technical staff and Google representatives are reviewing the technical feasibility and strength of both proposals. When that is completed we will forward a recommendation to you based on the following criteria:

- Technical merit and quality of proposal
- Experience and qualifications of each firm with wireless systems (includes reference checks)
- Proposed maintenance and operation plan
- Proposed costs (must be within budget for further consideration)
- Proposed timeline

If we do not have a recommendation to the Council by next Wednesday, January 12th, we will move this item to the January 31st Council Meeting Agenda.

BUDGET IMPLICATIONS: Google will pay all the costs, except for the fiber build, up to \$130,000. QLife has sufficient budgeted funds to cover the remaining costs of both the Day Wireless and the Gorge Networks proposals.

COUNCIL ALTERNATIVES:

A staff recommendation with alternatives should be forwarded to the Council by January 12th.



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125
FAX: (541) 298-5490

AGENDA STAFF REPORT

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
January 17, 2011	Action Items 13, A	11-001

TO: Honorable Mayor and City Council

FROM: Dick Gassman, Senior Planner

THRU: Nolan Young, City Manager *ny*

DATE: January 17, 2011

ISSUE: Fee waiver request by Mid-Columbia Fire and Rescue

RELATED CITY COUNCIL GOAL: N/A

PREVIOUS AGENDA REPORT NUMBERS: N/A

BACKGROUND: Mid-Columbia Fire and Rescue is planning on constructing an emergency communication tower at their facility on Columbia View Drive. In order to obtain City approval, Mid-Columbia Fire and Rescue must obtain a Conditional Use Permit. The Conditional Use Permit has an application filing fee of \$420.00. Mid-Columbia is requesting this fee be waived.

PROCESS: The City's Land Use and Development Ordinance (LUDO) provides in Section 3.010.040 B that the Applicant must pay the required filing fee "unless waived by the City Council per Section 1.120. . .". LUDO Section 1.120 does not provide any review criteria for the Council's decision on fee waiver requests.

REVIEW: Mid-Columbia Fire and Rescue is a separate governmental agency providing services in The Dalles area. The proposed emergency tower will provide services for the entire community. It seems appropriate to waive the fees for this governmental agency to reduce the overall costs associated with this project. Their request is contained in their Conditional Use Permit application. A copy of that portion of their application requesting the waiver is attached.

BUDGET IMPLICATIONS: The waiver of some or all of the filing fees will reduce the City's revenue by that amount.

RECOMMENDATION:

Move to waive the \$420.00 filing fee for the Conditional Use Permit application for Mid-Columbia Fire and Rescue District.

SUGGESTED ALTERNATIVE MOTIONS:

1. Deny the request in its entirety.
2. Deny the request for a portion of the fee.

MCFR INFORMATION SHEET

DATE: October 28, 2010

TO: City of The Dalles Community Development Department

FROM: Bob Palmer, Fire Chief

PROJECT NAME: Mid-Columbia Fire and Rescue Radio Tower Project

ISSUE: Conditional Use Permit application for placement of 60' communications tower.

SYNOPSIS: The District is seeking approval of a conditional use permit to install a 60' tower to be located at the Station 2 site at 525 Wasco Drive. The primary purpose of this communications tower will be to improve radio communications to the downtown core area during emergency and routine fire district operations.

BACKGROUND: Over the past 5 years, the Fire District has been in the process of upgrading our radio equipment for the purpose of improving communications interoperability and personnel safety. During this transition we have discovered a problem with our ability to effectively communicate with each other and to the dispatch center in the core area of the City. A significant safety issue for our firefighters as well as the community has developed due to this communications problem.

Upon completing extensive research into this problem, the District identified two options that would resolve this communications issue. Option 1 would involve moving our primary dispatch frequency back up to the Sorosis Park Reservoir site. Option 2 involves placing a tower at Station 2 and moving the appropriate radio equipment to this location. Option 1 was discounted due to the likelihood of radio interference with other agencies located at this site. Investing in a sight that the District does not own as well as the potential for having to move if radio interference should occur ruled out the Sorosis site. Option 2 on the other hand was deemed the most logical. The District owns the property and there is no possibility of radio interference with other co-locaters. The District was also fortunate to have acquired a 60' communications tower from the City of Hood River Fire Department at no cost.

Establishing a communications link at Station 2 will resolve the safety concerns that the District has identified in the core area of the City. The communications issues that we are currently experiencing, constitutes an emergency situation that must be resolved in quick fashion. It is the District's desire that the planning commission approve this conditional use permit application for the purpose of moving forward to complete safety project.

PROJECT COST: The tower was donated to the Fire by the City of Hood River. The cost to install the tower communications tower will amount to \$13,882. The cost of the

conditional use permit application process will amount to \$420. We are requesting the City of The Dalles to waive the CUP application fee.

RECOMMENDATION/ACTION: That the City of The Dalles approves the Fire District's request for conditional use permit to install a 60' radio tower at the Station 2 site. Due to the safety issues surrounding this communication problem, we ask that the City deem this project as an emergency to assist in expediting the application and decision-making process. Thank you.



CITY of THE DALLES

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AGENDA STAFF REPORT

CITY OF THE DALLES

MEETING DATE:	AGENDA LOCATION:	AGENDA REPORT #
January 17, 2011	Action Items 13, B	11-002

TO: Honorable Mayor and City Council

FROM: Gene E. Parker, City Attorney *ryj*

THRU: Nolan K. Young, City Manager

DATE: January 4, 2011

ISSUE: Appointment of selected candidates for the position of Municipal Court Judge and Municipal Court Judge Pro Tem

RELATED CITY COUNCIL GOAL: None

PREVIOUS AGENDA REPORT NUMBERS: None

BACKGROUND: With the recent death of Municipal Judge Ronald M. Somers, and the appointment of John Wolf to serve as a Circuit Court Clerk, the positions of Municipal Court Judge and Municipal Court Judge Pro Tem need to be filled by appointment by the City Council. In December and early January, a Request for Qualifications was sent to local law firms requesting interested attorneys to submit a response to the request for information to the City Council. The City Council has tentatively scheduled January 13, 2011 to conduct interviews with the potential applicants. During the council meeting, it is anticipated that the Council will announce the selected candidate for each position, and then adopt a motion approving the appointment of both candidates for the respective position.

BUDGET IMPLICATIONS: The City has contracted with Hood River Attorney Wil Carey to provide services as a Municipal Judge through the month of January. Mr. Carey's fee is estimated to be \$3,000. The total fee could be more or less depending upon the actual number of

hours of service provided by Mr. Carey. The Judicial Department budget has the sum of \$10,998 available for the months of January to June, 2011 to pay for the services of the Municipal Judge. An additional amount may need to be added to the Judicial Budget to cover the costs for the newly appointed Municipal Judge for the balance of the current fiscal year, depending upon the amount negotiated by the Council. Depending upon the amount which the Council agrees to pay the candidate who will serve as Municipal Judge Pro Tem, an additional amount will likely need to be added to the Judicial Budget to pay for the costs of this position for the balance of the current fiscal year.

ALTERNATIVES:

- A. Staff Recommendation. Move to authorize the selected candidates to fill the positions of Municipal Court Judge and Municipal Court Judge Pro Tem.



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AGENDA STAFF REPORT

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
January 17, 2011	Discussion Items 14, A	11-004

TO: Honorable Mayor and City Council

FROM: Dick Gassman, Senior Planner
Community Development Department

THRU: Nolan Young, City Manager *ny*

DATE: January 17, 2011

ISSUE: Annexation Policy

RELATED CITY COUNCIL GOAL: N/A

PREVIOUS AGENDA REPORT NUMBERS: N/A

BACKGROUND: In 2005 the City Council directed staff to proceed with annexation of all property within the Urban Growth Boundary (UGB). The initial attempt was a vote at a general election to annex all the property. The proposal was approved by City voters, but rejected by voters in the UGB area. The Council then directed staff to proceed with annexations using other methods. Over the past few years the City has been able to annex significant portions of property within our UGB. This staff report an overview of those annexations and an indication of what can be expected in the future.

CITY POLICY: The current City policy on annexation continues to be to annex all properties within the City's UGB using whatever legal means are available.

ANNEXATION METHODS: In the latest annexations, we have been using three tools and combining them to meet legal requirements. The first is called a “consent annexation”. We require all property owners who develop property outside the City limits but inside the UGB to sign a consent to annex form at the time of development. Other property owners want to be inside the City and voluntarily sign a consent. If the property is adjacent to the City limits we can proceed with annexation at the next round of annexations. If the property is not adjacent to the City, we hold onto the consent until the property is adjacent. We require a consent whenever there is development that includes either a land division or construction of a new dwelling or a new commercial building. Historically this has been the major way of annexing properties. While this is a straightforward and relatively simple process, there are several drawbacks. First, we cannot annex property unless it abuts property that is already in the City. Second, it is a lot by lot process and therefore slow. Finally, this method is contingent on some development of the property.

We have used our ability to annex right-of-way to reach some of the properties that have consented to be annexed. By annexing the right-of-way these properties are then abutting the City limits and they can then be annexed. By using these two strategies we have been able to create islands within the City.

Once we have an island we can then use what is called an “island annexation”. We can use an island annexation whenever the City limits completely surround one or more parcels. State law now allows a City to use right-of-way for up to 25% of the perimeter of an island. We have used the island annexation extensively in the western part of the City. The advantages of island annexation are that we can take in a sizeable amount of land all at once, and the annexation does not depend on decisions made by individual property owners. There are two significant disadvantages using the island annexation method. First, for properties zoned residential and occupied with a dwelling there is a three year delay in the effective date of the annexation. Second, while the residential properties inside the island are delayed for three years, the roads are annexed right away, which can be confusing.

FUTURE ANNEXATIONS: We have three island annexations that are in the three year delay period. Two of these will be eligible for annexation in March of 2011, the other in March of 2012.

We will continue to require consents to annex with all development outside the City limits. Using the consents and the ability to annex right-of-way, we will create islands wherever we can. At the present time the area with the most potential for an island annexation in the near future is the area along Chenoweth Creek. If we can get a consent annexation from one specific property owner, we will be able to annex almost all the property out to Chenoweth Creek that is east of West 10th Street.

MAP: The accompanying map shows the current City limits, the UGB, the three areas of delayed annexation, and the area along Chenoweth Creek that has the potential to be an island and the island annexation method.

BUDGET IMPLICATIONS: There is no budget implication in this agenda item. However, as the properties are annexed they begin paying City taxes adding to the City's general fund.

RECOMMENDATION: Review this agenda item and give direction to staff as needed.

City of The Dalles

City Limits - March 8, 2010

