

**AGENDA**

**REGULAR CITY COUNCIL MEETING**

April 11, 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. APPROVAL OF AGENDA
5. PRESENTATIONS/PROCLAMATIONS
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.

OFFICE OF THE CITY MANAGER

COUNCIL AGENDA

- A. Approval of March 28, 2011 Regular City Council Meeting Minutes
- B. Approval to Declare Vehicle and Equipment as Surplus Property

11. ACTION ITEMS

- A. Special Ordinance No. 11-540 Vacating Two Portions of Lone Pine Drive [**Agenda Staff Report #11-028**]
- B. Approval to Sign Pole Agreement With Northern Wasco County PUD for the Downtown WiFi Project [**Agenda Staff Report #11-029**]
- C. Approval of Intergovernmental Agreement With Education Service District for IT Services [**Agenda Staff Report #11-030**]

12. ADJOURNMENT

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**This meeting conducted in a handicap accessible room.**

Prepared by/  
Julie Krueger, MMC  
City Clerk

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## **AGENDA STAFF REPORT**

### **CITY OF THE DALLES**

<b>MEETING DATE</b>	<b>AGENDA LOCATION</b>	<b>AGENDA REPORT #</b>
April 11, 2011	Consent Agenda 10, A - B	N/A

**TO:** Honorable Mayor and City Council

**FROM:** Julie Krueger, MMC, City Clerk

**THRU:** Nolan K. Young, City Manager

**DATE:** March 30, 2011

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

A. **ITEM:** Approval of March 28, 2011 Regular City Council Meeting Minutes.

**BUDGET IMPLICATIONS:** None.

**SYNOPSIS:** The minutes of the March 28, 2011 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 March 28, 2011 regular City Council meeting.

B. **ITEM:** Approval to Declare a Vehicle and Equipment as Surplus Property.

**BUDGET IMPLICATIONS:** Any revenues from sale of the items will be credited to the appropriate fund.

**SYNOPSIS:** The attached list of equipment and one vehicle are proposed to be sold at an upcoming auction. The items are no longer needed for operations.

**RECOMMENDATION:** That City Council declare the vehicle and equipment as surplus property and direct staff to dispose of in the most appropriate manner.

## **MINUTES**

REGULAR COUNCIL MEETING  
OF  
MARCH 28, 2011  
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, Police Chief Jay Waterbury, Public Works Director Dave Anderson, Codes Enforcement Officer Nikki Lesich

### **CALL TO ORDER**

Mayor Wilcox called the meeting to order at 5:32 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 adopt the amended agenda (including supplemental agenda) as presented. The motion carried unanimously.

## **PRESENTATIONS/PROCLAMATIONS**

### **Introduction of Columbia Gorge Earth Center**

Jonathon Graca, provided a handout regarding the Columbia Gorge Earth Center, saying their mission was to empower citizens with options to make sustainable choices in areas of energy, waste, food, business and transportation. He said it was a non-profit, non-political entity that had been existence for 10 years. Graca said the Center was based in Hood River, with a focus on the Columbia Gorge. He said the tools used to implement the mission were in-house programs, incubation projects and community engagement and education.

Mr. Graca introduced the Weatherize Oregon Now program, saying the program was funded by the Energy Efficiency and Sustainable Technologies Program, with the goals of creating jobs, generating energy savings and cutting carbon emissions. He talked about energy audits, outreach and education, building local capacity by partnering with local banks and utilities, and reporting practices.

## **AUDIENCE PARTICIPATION**

Jim Slusher, Executive Director of Community Action Program (CAP), addressed the City Council regarding proposed cuts to the Community Services Block Grant funding. He said the program provided key services to low income residents in the community and that the impacts of the funding loss would cause loss of food, shelter and heat for many low income, homeless and veterans in the community. He urged the City Council to send a letter to our Congressman and Senators, asking them to vote against the bill that would cut funding for this important program.

It was the consensus of the City Council to direct staff to prepare letters for the Mayor's signature, urging Congress not to pass the bill.

## **CITY MANAGER REPORT**

City Manager Young said he had attended some meetings of the National League of Cities, while with the Community Outreach Team in Washington, D.C. He said there was a lot of discussion regarding reduced funding for the Community Development Block Grant Program, County timber payments, and re-authorization of the Transportation Act.

Young said he had met with a group regarding wetlands delineation on Port property. He said it was important to achieve mitigation so the property could be developed in the future.

MINUTES (Continued)  
Regular Council Meeting  
March 28, 2011  
page 3

Young said staff had requested funding through Senator Merkley's office for flood mitigation at the Mill Creek tunnel and a long term solution for future flood events. He said the funding request was for \$500,000.

### **CITY ATTORNEY REPORT**

City Attorney Parker said he continued to work on the Granada Block development agreement; resale business ordinance; and was in the process of reviewing the draft telecom ordinance from the League of Oregon Cities.

### **CITY COUNCIL REPORTS**

Councilor Dick reported there were some new members on the Urban Renewal Advisory Committee and that group had received a presentation by Steve Lawrence regarding the status of the Civic Auditorium building.

Councilor Ahier asked the City Manager to provide the report from the past QLife Agency meeting. City Manager Young said there had been a preliminary budget review and the Board had approved the lease which was to be considered by City Council at this meeting.

Councilor Spatz said he had attended the Chamber of Commerce Economic Development Committee meeting and heard a presentation by Brad DeHart from Oregon Department of Transportation (ODOT) regarding a proposed program to work with volunteers to maintain landscaping at the freeway ramps. He provided the information to staff and asked that they learn more about the program from ODOT. Mayor Wilcox said Tom Woods had expressed interest in the program.

Spatz said the Community Outreach Team had some productive sessions on their recent trip to Washington, D.C. He said timber funds and transportation authorization were talked about a lot. He said the Federal Highway System had been funded from the General Fund, which was not sustainable.

Mayor Wilcox he had been impressed with the meeting with the Department of Education's Deputy Assistant Secretary. He said Candy Armstrong of School District #21 had a very good conversation with the Deputy Secretary. Wilcox said he had also had been happy the team was able to meet with Lockheed Martin to discuss the Super Fund Sites on Port of The Dalles property.

Wilcox said he had a meeting with Stephanie Hallock of the Governor's Community Solutions Team and the Port regarding wetlands issues.

MINUTES (Continued)  
Regular Council Meeting  
March 28, 2011  
page 4

Wilcox asked if the City Council was interested in conducting a video conference with our Sister City, following the April 11<sup>th</sup> Council meeting. There was general consensus to proceed with a video conference.

### **CONSENT AGENDA**

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

Items approved by Consent Agenda were: 1) approval of February 28, 2011 regular City Council meeting minutes; and 2) Resolution No. 11-009 concurring with the mayor's appointment of a committee to make recommendations regarding open burning policies for the City of The Dalles.

### **ACTION ITEMS**

#### **Approval to Amend Lease With QLife Agency for Additional Space in City Hall**

City Manager Young reviewed the staff report.

It was moved by Spatz and seconded by Wood to authorize signature of the amendment to lease space to include a third area for a monthly rent of \$176 with future consideration for electrical costs. The motion carried unanimously.

#### **Special Ordinance No. 11-539 Assessing Property Located at 1017 East Seventh Street for the Cost of Abatement of Hazardous Vegetation**

City Attorney Parker reviewed the staff report and said the ordinance could be adopted by title because it had been posted according the Charter requirements.

City Clerk Krueger read Special Ordinance No. 11-539 by title.

It was moved by Wood and seconded by McGlothlin to adopt Special Ordinance No. 11-539 assessing property located at 1017 East Seventh Street for the cost of abatement of hazardous vegetation, by title. The motion carried unanimously.

Mayor Wilcox thanked Codes Enforcement Officer Lesich for her work.



MINUTES (Continued)  
Regular Council Meeting  
March 28, 2011  
page 5

Approval of Request by Confluence Project for financial Assistance With Celilo Park Interpretive Pavilion and Walkway

City Manager Young reviewed the staff report.

The City Council was in agreement that the request should be further considered through the upcoming budget process.

It was moved by Spatz and seconded by Ahier to decline to participate in the project at this time and to direct staff to bring the request for consideration during the budget process. The motion carried unanimously.

Approval of Sponsorship for Tradition of Compassion Program

City Manager Young reviewed the staff report.

Mayor Wilcox said this request was something that benefitted the entire community in recognizing volunteers and chronicled the history of award recipients.

Councilor Ahier said he would not participate in the discussion or vote because he was an employee of Mid Columbia Medical Center, but he believed it was a great program and an important event for the community.

Councilor Wood said she was not comfortable using tax dollars for social events. She said this had once been a part of the annual Chamber of Commerce recognition event and suggested that be considered again.

Nikki Lesich said she served on the selection committee and said volunteer recognition was a part of the vision for our community.

Anne Copper, 3465 Three Mile Road, The Dalles, provided a handout, describing the event. She said the program promoted volunteerism and philanthropy.

Celeste Hill-Thomas, PO Box 1275, Foundation Director, said the sponsorship was need to help offset the cost of the program. She said it was important to recognize community volunteers.

It was moved by Spatz and seconded by Wood to decline to sponsor the Tradition of Compassion program at this time and direct staff to bring the request for consideration during the budget process. The motion carried unanimously; Ahier abstaining.

MINUTES (Continued)  
Regular Council Meeting  
March 28, 2011  
page 6

**EXECUTIVE SESSION**

Mayor Wilcox recessed the meeting to Executive Session at 6:42 p.m. in accordance with ORS 192.660 (2) (d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

**Reconvene to Open Session**

The meeting reconvened to open session at 7:43 p.m.

**DECISIONS FOLLOWING EXECUTIVE SESSION**

None.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 7:43 p.m.

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Submitted by/  
Julie Krueger, MMC  
City Clerk

SIGNED:

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James L. Wilcox, Mayor

ATTEST:

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Julie Krueger, MMC, City Clerk



**CITY OF THE DALLES**  
Department of Public Works  
1215 West First Street  
The Dalles, Oregon 97058

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## MEMORANDUM

**TO:** Julie Krueger, City Clerk

**FROM:** Dave Anderson, Public Works Director

**SUBJECT:** Public Works Department surplus

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**DATE:** March 15, 2011

Please place the following items on the City Council agenda of April 11, 2011 to be declared surplus. Our goal is to have Auction Sales Company sell them at their April 16 auction.

**From General Fund - Library:**

2001 Chevy Impala #91    Plate E 217192    VIN 2G1WF55K619262170

**From Water Treatment Division:**

Three-wheeler # 72	1987 250cc Honda (ATC 250ES)	SN JH3TE0402HN302
Three-wheeler # 72a	1987 250cc Honda (ATC 250ES)	SN JH3TE0 (rest unreadable)
Boat #108	1975 14' Razorback	SN 00C129
Boat trailer	EZ-Load	
Outboard motor	Evenrude 9 hp	SN G03184088

**From Water Distribution / Wastewater Collection / Streets Divisions:**

White board, 2' x 3'	Visual Yearly Organizer
Bulletin board, 4' x 6'	City Asset # 03215
Bulletin board, 3' x 4'	

**CITY of THE DALLES**

313 COURT STREET  
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1122  
FAX: (541) 296-6906


## AGENDA STAFF REPORT

### CITY OF THE DALLES

MEETING DATE:	AGENDA LOCATION:	AGENDA REPORT #
April 11, 2011	Action Items 11, A	11-028

**TO:** Honorable Mayor and City Council

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

**THRU:** Nolan K. Young, City Manager 

**DATE:** March 30, 2011

**ISSUE:** Adoption of Special Ordinance No. 11-540, vacating two portions of Lone Pine Drive

**RELATED CITY COUNCIL GOAL:** None

**PREVIOUS AGENDA REPORT NUMBERS:** #07-066

**BACKGROUND:** On July 23, 2007, the City Council conducted a public hearing for a proposed street vacation of two portions of Lone Pine Drive, which portions are adjacent to property owned by Icon West Development, Inc. Following the public hearing, the Council voted to approve the requested street vacation, and directed staff to prepare an ordinance setting forth the appropriate findings of fact and conclusions of law. Enclosed with this staff report is Special Ordinance No. 11-540, which sets forth the findings of fact and conclusions of law in support of the requested street vacation, including a legal description of the area proposed to be vacated. Notice of the adoption of the ordinance has been posted in accordance with the City Charter, and the ordinance can be adopted by title only.

**BUDGET IMPLICATIONS:** Icon West Development, Inc., will be responsible for paying any recording and mapping fees imposed by Wasco County to record and file the ordinance and the map, and for paying any costs associated with preparing the final vacation map for filing.

**ALTERNATIVES:**

- A. Staff Recommendation. Move to adopt Special Ordinance No. 11-540 by title only.

## **SPECIAL ORDINANCE NO. 11-540**

### **AN ORDINANCE VACATING TWO PORTIONS OF LONE PINE DRIVE**

**WHEREAS**, the City Council has announced its intention to vacate two portions of Lone Pine Drive, which portions are adjacent to property owned by Icon West Development, Inc., and are described on the attached exhibit "A", and

**WHEREAS**, the City has published notices and conducted a public hearing on July 23, 2007, all as provided for in General Ordinance No. 99-1230; and

**WHEREAS**, after careful consideration of the staff report presented and all the testimony given, the City Council adopts the following findings of fact and conclusions of law:

- 1) No objection to the partial street vacation was received.
- 2) All proper notices required by Oregon Revised Statutes (ORS) were provided. The areas to be vacated were posted on July 3, 2007, and notices were published in The Dalles Chronicle on July 1, 2007 and July 8, 2007. Individual notices to affected property owners were sent out on June 27, 2007.
- 3) The proposed vacations do not conflict with the City's Comprehensive Plan or any other City ordinance. Goal 10 – Housing: These partial street vacations will not reduce the amount of vacant and buildable residential land supply. All existing and potential access to adjoining properties will not be affected. Goal 11 – Public Facilities and Services: The timely, orderly, and efficient arrangement of public utilities will not be affected. The proposed vacation area is located adjacent to the existing property and there are no public utilities in these portions of the right-of-way. Goal 12 – Transportation: The new entry and new alignment of Lone Pine Drive right-of-way is more than adequate to handle the travel in this area.
- 4) The public interest will not be prejudiced by the vacation of public way. The primary public interests in this area are the preservation of sufficient street right-of-way, maintenance of a safe and efficient ingress and egress to Highway 197, and access to existing and future lots. These interests will not be affected by the proposed partial street vacations.
- 5) All abutting property owners have consented to the vacation and the evidence shows the vacation will not substantially diminish the market value of the abutting owner's property. The primary purpose of this vacation request is to help the access to and from Highway 197. The area to be vacated will become a part of the abutting property owner's property. There will be no effect on adjacent property values as the remaining street right-of-way is sufficient to accommodate any future street construction, and the proposed vacation does not change any existing or potential lot access.

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

Section 1. Portion of Right-of-Way Vacated. The portions of public right-of-way, the legal description of which is described in Exhibit "A" are hereby vacated.

The portions of the right-of-way proposed to be vacated are also shown in the shaded areas on the attached map marked as Exhibit "B".

Section 2. Title to Vacated Area. Title to the vacated area shall vest in the owner of the adjacent property owned by Icon West Development, Inc.

Section 3. Compensation. The City Council determines that the value of the abutting properties will not be adversely affected by the proposed vacation. No compensation will be given to the owners of the abutting properties.

Section 4. Ordinance to be Filed. The City Clerk is authorized to file a copy of this ordinance with the Wasco County Clerk. Icon West Development, Inc. shall be responsible for paying any recording and mapping fees imposed by Wasco County to record and file the ordinance and map. Icon West shall also be responsible for any costs associated with preparing the final vacation map for filing. As set forth in ORS 271.150, upon completing of the vacation process, a certified copy of the filed ordinance shall be provided to the Wasco County Assessor and the Waco County Surveyor.

In accordance with ORS 271.210, this ordinance shall be considered final and effective 30 days after its passage and approval.

**PASSED AND ADOPTED THIS 11<sup>th</sup> DAY OF APRIL, 2011**

Voting Yes, Councilors: \_\_\_\_\_

Voting No, Councilors: \_\_\_\_\_

Absent, Councilors: \_\_\_\_\_

Abstaining, Councilors: \_\_\_\_\_

**AND APPROVED BY THE MAYOR THIS 11<sup>th</sup> DAY OF APRIL, 2011**

**SIGNED:**

\_\_\_\_\_  
James L. Wilcox, Mayor

**ATTEST:**

\_\_\_\_\_  
Julie Krueger, MMC City Clerk

## EXHIBIT "A"

### Legal Description for Tract 1:

A small tract of land to be vacated is located in Lot 1 of the Lone Pine Village, Subdivision Plat #2008-001890, recorded on slide D-55A in the Wasco County clerk's office on April 29<sup>th</sup> 2008. Said tract is located in the northwest quarter of Section 1 in Township 1 North, Range 13 East of the Willamette Meridian in the County of Wasco and State of Oregon. The tract to be vacated is more particularly described as follows.

Commencing at a 5/8" iron rod with cap L.S. 72306 monumenting the northeast corner of said Lot 1; thence S (South) 00°00'00" E (East) along the east line of said Lot 1 a distance of 37.72 feet to the point of beginning of this description. Thence continuing along said east line a distance of 44.62 feet to a point; thence N (North) 83°27'33" W (West) a distance of 137.09 feet to a point; thence N 06°06'07" W a distance of 55.35 feet to a non-tangential curve concaved southerly whose chord bears N 82°30'59" E a distance of 54.30 feet. Radius point bears S 09°11'37" E a distance of 910.00 feet; thence along said curve through central angle of 03°25'11" a distance of 54.31 feet to a point; thence S 06°10'18" E a distance of 3.43 feet to the point of curvature of a curve concaved northeasterly whose chord bears S 44°48'55" E a distance of 31.22 feet. Radius point bears N 83°49'42" E a distance of 25.00 feet; thence along said curve through central angle of 77°17'14" a distance of 33.72 feet to a point; thence S 83°27'33" E a distance of 66.30 feet to the point of beginning.

Contains 7,165 square feet, more or less.

### Legal Description for Tract 2:

A small tract of land to be vacated is located in Lot 4 of Wasco County Subdivision Plat #2009-0009, recorded on slide D77-B in the Wasco County clerk's office on March 31<sup>st</sup> 2009. Said land is located in the northwest quarter of Section 1 in Township 1 North, Range 13 East, both of the Willamette Meridian in the County of Wasco and State of Oregon. The tract to be vacated is more particularly described as follows.

Commencing at a 5/8" iron rod monumenting the most easterly corner of said Lot 4; thence N (North) 84°57'25" W (West) a distance of 153.61 feet to a point on the south line of said Lot 4 and point of curvature of a curve concaved southerly whose chord bears N 83°09'20" W a distance of 18.35 feet. Radius bears S (South) 07°23'04" W a distance of 973.00 feet; thence along said curve through central angle of 01°04'49" a distance of 18.35 to the point of beginning of the following described tract.

Thence continuing along said curve whose chord bears N 84°36'43" W a distance of 31.13 feet to a point; thence N 12°14'59" E (East) a distance of 23.99 feet to a point; thence S 77°41'03" E (East) a distance of 30.00 feet to a point; thence S 09°43'11" W a distance of 20.25 feet to the point of beginning.

Contains 670 square feet, more or less.



157



## CITY of THE DALLES

313 COURT STREET  
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1122  
FAX: (541) 296-6906

# AGENDA STAFF REPORT

## CITY OF THE DALLES

MEETING DATE:	AGENDA LOCATION:	AGENDA REPORT #
April 11, 2011	Action Items 11, B	11-029

**TO:** Honorable Mayor and City Council

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

**THRU:** Nolan K. Young, City Manager *nyj*

**DATE:** March 30, 2011

**ISSUE:** Approval of an agreement with the Northern Wasco County PUD for installation of equipment on the PUD's poles for the Downtown High Speed Wireless System

**RELATED CITY COUNCIL GOAL:** Goal 3: Promote economic development opportunities that will provide job creation and retention and enhance livability. Tier I (F): Work with Q-Life to install wi-fi over downtown business district.

**PREVIOUS AGENDA REPORT NUMBERS:** #11-005.

**BACKGROUND:** On January 17, 2011, the City Council awarded the contract for the construction of the Downtown High Speed Wireless System to Gorge Networks. City staff has been working with representatives of the Northern Wasco County PUD to prepare an agreement between the PUD and the City for the mounting of antennas for the system on the Cobra Head and Period Light poles. As of the preparation of this staff report, the agreement has not been finalized, but it is anticipated that the agreement will be completed in time for the Council to review the agreement prior to the meeting on April 11<sup>th</sup>. As soon as staff has received and reviewed a copy of the agreement, we will forward a copy of the agreement to the City Council for review.

**BUDGET IMPLICATIONS:** None are anticipated.

**ALTERNATIVES:**

- A. Staff Recommendation. Move to authorize the City Manager to execute the agreement with the Northern Wasco County PUD for installation of equipment for the Downtown High Speed Wireless System.



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FAX (541) 296-6906

## AGENDA STAFF REPORT

### CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
April 11, 2011	Action Item 11, C	11-030

**TO:** Mayor and City Council

**FROM:** Nolan K. Young, City Manager *ny*

**DATE:** March 29, 2011

**ISSUE:** Agreement with Columbia Gorge Education Service District for Technology Services

**BACKGROUND:** For the last three years, the City has contracted with Columbia Gorge Education Services (ESD) for a Technology Specialist position. At this time, we are proposing to continue this service for an additional year. The program has worked well for the City. In addition to having a Technology Specialist, they have the backup of the full organization, which we feel, is a better option than if the City hired an IT specialist who wouldn't have the benefit of the support system.

**BUDGET IMPLICATIONS:** The proposed cost this year is \$105,180 that is paid quarterly.

#### **COUNCIL ALTERNATIVES:**

1. **Staff recommendation:** Authorize the City Manager to sign the contract with ESD for Computer Technology Administrative Services.
2. Direct Staff to negotiate changes to the agreement and bring it back to the Council for approval.
3. Direct Staff to investigate hiring our own Technology Specialist.

**2011-2012  
Computer Technology Administrative Services  
Technology Specialist Position  
Intergovernmental Agreement**

This agreement is between The City of The Dalles, hereafter called the CITY; and Columbia Gorge Education Service District, hereafter called the ESD. This is an "intergovernmental cooperation" agreement between the CITY and the ESD to provide additional technology coordination and services to the CITY. The CITY, within the context of this agreement, shall be the contractee and the ESD the contractor. The following provisions are agreed to:

**ESD's Role**

The ESD shall provide the following technology services during the 2011-2012 fiscal year.

The specific schedule will be coordinated by the ESD Technology Director and the CITY Manager. The ESD shall supply the equivalent of a .99 FTE Technology Program Manager (232 days) to provide city-wide technical support to include:

1. Support of existing information technical systems and infrastructure during business hours
2. Day-to-day troubleshooting (password resets, account additions, wiring issues, and other related, usual, and necessary tasks)
3. Implementation and support of network and computer policies and administrative rules and operational procedures
4. Desktop support (Windows XP, etc.)
5. User account creation
6. Resolving printing problems
7. Maintain and support major systems, including servers, routers, and switches
8. ESD will provide basic troubleshooting procedures to all CITY users so they can resolve their own technical problems before calling for technical support
9. Other necessary job functions as assigned by the ESD Superintendent and CITY Administration

In addition, the ESD will:

1. Supervise the CITY's technology maintenance and development
2. Develop and recommend standards, policies, protocol, and administrative rules for implementation to manage vital areas of technology infrastructure, including:
  - a. Account creation
  - b. Virus protection
  - c. Tape Backup Procedures
  - d. Machine standardization
  - e. Others as necessary
3. Install service packs and upgrades as necessary on servers (Windows 2003, Exchange)
4. Draft recommendations for CITY administration consideration with respect to long-range needs and plans
5. Be the first point of contact for technical problems by staff

6. Be a point of contact for CITY contracted third-party vendors for issues involving technology equipment and systems
7. Provide at additional cost, such services described in this agreement when required beyond the 232 days specified above. The hourly rate for such services shall be \$60.00.

**The CITY's Role**

The CITY shall maintain any existing third-party vendor support contracts at least through the 2011-2012 fiscal year (or as determined and agreed upon by both parties).

The CITY shall make a good faith effort in sustaining a Technology Program that will include upgrades to hardware and software as recommended by the ESD.

The CITY shall provide \$105,180.00 to the ESD, paid in four equal installments. Payments will be made on a quarterly basis (July 31st, October 31<sup>st</sup>, February 28th and May 31<sup>st</sup>). Other technology related expenses not specifically addressed in this budget (mileage, training, etc.) are the responsibility of the CITY.

This is a 12-month contract with FTE and cost based on bargaining agreement.

This contract shall be for the period from July 1, 2011 through June 30, 2012 and may be terminated by either party, with cause, with 60 days written notice. This contract shall only be renewed upon the agreement of the ESD and the CITY.

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Nolan Young, City Manager  
The City of the Dalles

Date

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Gary Peterson, Superintendent  
Columbia Gorge Education Service District

Date