

MINUTES
Regular City Council Meeting
November 25, 2019
Page 1

MINUTES

CITY COUNCIL MEETING
November 25, 2019
5:30 p.m.

THE DALLES CITY HALL
313 COURT STREET
THE DALLES, OREGON

PRESIDING: Mayor Richard Mays

COUNCIL PRESENT: Russ Brown, Linda Miller, Darcy Long-Curtiss, Tim McGlothlin,
Rod Runyon

COUNCIL ABSENT: None

STAFF PRESENT: City Manager Julie Krueger, City Attorney Gene Parker, City Clerk
Izetta Grossman, Finance Director Angie Wilson, Community
Development Director Steve Harris, Public Works Director Dave
Anderson, City Engineer Dale McCabe, Police Chief Patrick
Ashmore, Human Resources Director Daniel Hunter, Assistant to
the City Manager Matthew Klebes, Planner Joshua Chandler,
Senior Planner Dawn Hert

Number of people present: 23

CALL TO ORDER

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

ROLL CALL OF COUNCIL

Roll Call was conducted by City Clerk Grossman. All Councilors present.

PLEDGE OF ALLEGIANCE

Mayor Mays asked Councilor Runyon to lead the Pledge of Allegiance.

Councilor Runyon invited the audience to join in the Pledge of Allegiance.

APPROVAL OF AGENDA

It was moved by Miller and seconded by Brown to approve the agenda as submitted. The motion carried; 5 to 0; all Councilors voting in favor.

PRESENTATIONS PROCLAMATIONS

Honor Flight Attendees Recognition – Robert “Max” Maxwell and David Tuttle

Mayor Mays and Councilor Runyon presented Maxwell and Tuttle with certificates and a token of appreciation. They also presented Lisa Commander with a Certificate of Recognition for her work with the Veterans and serving as their Guardian during the Honor Flight.

Runyon said he was also honoring the spouses for their support of their serviceman. He said through his experience with Veterans he had seen the value of a supportive spouse.

Northern Wasco County School District 21 – Long Range Facilities Plan Update – Superintendent Candy Armstrong

Superintendent Candy Armstrong reviewed the update.

She said the next meeting would be December 10, 6:00 pm at The Dalles Middle School Library. Armstrong said that meeting would be to prioritize the building needs. She encouraged the public to attend and have input in the process.

McGlothlin asked why some buildings had multiple years in the year built column. Armstrong said that reflected additions to the buildings.

McGlothlin noted that the Skill Center at The Dalles High School was missing from the list.

Mayor Mays said three of the school all exceeded the 30% level. He confirmed that meant those school were in poor condition.

Community Outreach Team Washington DC Trip Report – Councilor Long-Curtiss and Assistant to the City Manager Matthew Klebes

Long-Curtiss and Klebes reviewed the report.

MINUTES
Regular City Council Meeting
November 25, 2019
Page 3

Klebes said a hot topic in Washington, DC was Pre-Disaster Mitigation.

He said the Community Outreach Team was unique in the way the various entities were advocates for all the projects, keeping in mind what was best for the community.

Klebes reported that the Treaty Oaks Skill Center at Columbia Gorge Community College received KUDOs for the collaboration on the project.

Long-Curtiss identified the team on the September trip was Greg Weast, Andrea Klaas from The Port of The Dalles; Commissioner Scott Hege from Wasco County; Randy Anderson from School District 21; Dan Spatz from Columbia Gorge Community College; herself and Matthew Klebes from the City.

Long-Curtiss said the National Scenic Area Economic Development funds had been removed from the federal budget, however, due to the persistence and consistency of the COT going to Washington, DC it appeared the line item would be added back.

Long-Curtiss and Klebes said the money spent on the Washington, DC trips were worth the money, growing relationships that helped the area identify grants and opportunities.

AUDIENCE PARTICIPATION

Gary Dunning, 1814 Minnesota, spoke to the Council about Human Trafficking. He said it was a silent epidemic. Dunning said the Orange Billboard that says Break The Silence is about human trafficking. He encouraged everyone to become informed and spread the word. He said it was everyone's responsibility to protect the children.

He said he had a conversation with Chief Ashmore. He said the police would rather have 100 calls that resulted in no issue than to miss one that could have saved a child. Dunning said call 911 to report anything suspicious.

CITY MANAGER REPORT

City Manager Julie Krueger said the City received an invitation to the Festival of Trees which will be held on December 6. She asked Councilors to let the City Clerk know if they wished to attend and she would order tickets for them.

City Manager Krueger asked for approval for use of safety funds to pay for required crane training and seven stand up desks for staff. She said the cost for the desks was \$2,800 and the training for 12 employees was \$18,060.

MINUTES

Regular City Council Meeting

November 25, 2019

Page 4

Councilor Brown asked why all employees needed to be trained.

City Manager Krueger said only 12 employees were being trained. She said two employees were required at a time, and each division was training 4 employees to cover illness or vacations.

Public Works Director Anderson said there was not a cost savings for less than 12 people being trained.

It was moved by Miller and seconded by Runyon to approve the use of safety funds for crane training and stand up desks. The motion carried 5 to 0; Miller, Runyon, Brown, McGlothlin, Long-Curtiss in favor; none opposed.

CITY ATTORNEY REPORT

City Attorney Gene Parker reported that staff has hired Tenneson Engineering to survey the property in the 700 block of East Scenic that was previously deemed surplus. He said there was some question of access that requires a survey for clarification prior to marketing the property for sale.

In response to a question Parker said the County had given the property to the City in 1988.

Brown said the property needs considerable work before it could be usable.

CITY COUNCIL REPORTS

Councilor Miller reported attending:

- Veterans Day Parade
- Council Special Meeting – City Attorney
- Urban Renewal Agency – Selling Tony's building
- Sister City Meetings – interviewing applicants for the next delegation trip to Miyoshi City, Japan
- Ribbon Cutting at remodeled Fred Meyer

Councilor Runyon reported attending:

- Rules and Conduct Meeting
- Downtown Halloween Crossing Guard
- MCEDD Economic Forum
- Volunteer Announcer DHS Football
- Funeral Community Volunteer Marlys Krien
- Council Rules and Conduct Meeting

MINUTES

Regular City Council Meeting

November 25, 2019

Page 5

- Q-Life Internet Meeting
- Volunteer Receptionist Veterans Museum
- Veterans Day Parade - Led Patriot Guard Riders
- Council Special Meeting / Attorney
- Volunteer Announcer DHS State Playoff
- Urban Renewal as a citizen
- Wasco County Pioneer Association
- Outside the Wire Veterans Committee

Councilor Long-Curtiss reported:

- Council Special Meeting – Attorney
- Urban Renewal – Tony's building sale, City Attorney working on Exclusive Negotiating Agreement
- Warming Shelter – needs volunteers; system is broken, very difficult to shepherd a person through the process to get basic needs addressed

Councilor McGlothlin reported:

- Council Special Meeting – Attorney
- Veteran's Day Parade – Driver for Parade Marshall
- Homeless Meeting – not City project; working with a team to fund purchase of Speedy Motel on 2nd Street as homeless shelter. Owner wants to tear it down.
- Urban Renewal Agency – Tony's Building sale
- Historic Landmarks Commission – worked on goals
- Main Street Clean up

McGlothlin said the Fire Department ELF Food Drive would be December 3-5; volunteers needed.

Mayor Mays reported:

- Halloween Crossing Guard
- School District 21 Meeting
- Kiwanis Club
- Art Auction
- Gorge Commission Meeting
- School Superintendent

Mayor Mays said the Annual Chamber of Commerce Banquet was January 16. He said the Council tickets could be paid by the City, let the City Manager know if you want to attend.

MINUTES
Regular City Council Meeting
November 25, 2019
Page 6

CONSENT AGENDA

It was moved by Miller and seconded by McGlothlin to approve the Consent Agenda as presented. The motion carried 5 to 0; Miller, McGlothlin, Long-Curtiss, Runyon, Brown voting in favor; none opposed.

Item approved on the consent agenda was: 1) Minutes of the October 28, 2019 City Council Meeting.

PUBLIC HEARINGS

Public Hearing regarding Short Term Rental License in The City of The Dalles

Mayor Mays opened the Public Hearing reviewing the rules.

Mayor Mays asked if any Councilor need to declare conflict of interest. None did.

Planner Joshua Chandler reviewed the staff report. Chandler referred to a memo (attached) that noted clerical errors that had been resolved.

Miller asked if a birthday party would be considered a special event. Chandler said the current language would restrict that activity.

Brown asked what the fees would be.

Chandler said the fees are not in the ordinance, but are set resolution. He said the fee schedule is updated regularly and would be coming before the Council for approval in January.

Mayor Mays asked if the \$360 for the permit was all staff time.

Chandler said the current Bed and Breakfast permit included staff time and mailing costs. He said the license application is more of a check list. He said he would guess it would take less staff time.

McGlothlin asked if there was a business license in the City.

Chandler said there was not at this time.

City Manager Julie Krueger reminded Council that staff was researching a business license and would bring it to Council at another time.

MINUTES
Regular City Council Meeting
November 25, 2019
Page 7

McGlothlin asked when the transient merchant license would come before Council. He said he would like to see consistency.

City Manager Krueger said the transient merchant license was scheduled for the December 9 agenda.

Runyon asked if the special events meant things like Cherry Festival.

Chandler said it did not.

Senior Planner Hert said the intent of the ordinance was that the rental could not be used for events such as a wedding venue. She said the parking in a residential neighborhood would become problematic.

Runyon asked how transient room tax would be tracked.

City Manager Julie Krueger said monthly reports were required by the license.

Long-Curtiss said she would like to hear the public comments.

Mayor Mays asked about the impact on housing values.

Chandler said he had worked closely with Hood River, who pointed him to Zillow for statistics. He cited the following statistics:

<u>Zillow Rent Index</u>			
<u>City</u>	<u>April '17</u>	<u>September '19</u>	<u>% change</u>
HR	1,771	1,867	5.4%
TD	1,338	1,526	14.1%
<u>Median Sales Price (x 1,000)</u>			
<u>City</u>	<u>April '17</u>	<u>September '19</u>	<u>% change</u>
HR	432	405	-6.3%
TD	171	256	49.7%
<u>Median List Price / SF</u>			
<u>City</u>	<u>April '17</u>	<u>September '19</u>	<u>% change</u>
HR	270	279	3.3%
TD	181	252	39.2%

MINUTES
Regular City Council Meeting
November 25, 2019
Page 8

Mayor Mays asked for public testimony.

Crystal and Dan Ross, 1609 G Street, said they owned Caboose Cottage an Air BnB since 2016. At that time the neighbors within 100 feet of the property were sent a letter. They said they think sending an annual letter would be a waste of staff time and money. They said a better option would be if any complaints were filed the City had the option to pull the license.

Kevin Ryan, 508 West 12th, said he and his wife owned R & R Guest House since 2014. He said this was their sixth season. He said it was a cottage industry that had been an avenue for retirement. He said he was concerned about the parking requirements. He said it would be an encumbrance for the home owner to have extra off street parking. He said they have a good neighbor policy and are very strict with guests following the parking policy. Ryan said he would like clarification on what an event was.

McGlothlin asked if Ryan had been given the opportunity to participate in the development of the ordinance. He said they had been notified and asked for input.

Victor Johnson, 514 Liberty, said he didn't receive the notice. He said he had full confidence in Chandler, Hert and Director Harris. He said the Ross's and Ryan's were front line proprietors in the Bed and Breakfast; AirBnB industry. He said these people promote the whole area with their businesses and service.

Johnson encouraged Council to consider the testimony.

Mayor May closed the Public Hearing.

Chandler said there was no annual noticing, only at the initial application. He said all current permit holders would have to start fresh by filling out the license application. He said the home inspection was every 5 years.

Long-Curtiss asked if there was consideration of owner occupied vs. rentals.

Chandler said the current BnB permit process had been followed as much as possible.

He said there are 22 current permits; 13 are owner occupied; 2 were regular Bed and Breakfasts.

Long-Curtiss asked if the owners were on site.

Chandler said the ordinance moved away from a list of terms to just Short Term Rentals as a general term. He said research said it was difficult to police timelines, how many days a

year/month an owner was in the home.

Runyon said if there were no complaints on a current BnB, perhaps waiving the noticing, simply have them fill out the license would work. Miller said she agreed.

McGlothlin said he thought the ordinance was fair, equitable and reasonable.

Long-Curtiss asked if there was a way to get more public comment.

City Manager Krueger said the hearing was closed, but staff could ask for written comments to planning by a specific date.

Chandler said the notice was not a notice of comment time; it was simply a letter letting the neighbors know a Short Term Rental existed.

It was the consensus of Council to bring the ordinances back to Council on January 13 as an Action Item with the following items addressed:

- Additional written comments solicited and provided to Council
- Event definition
- Clarify parking

CONTRACT REVIEW BOARD ACTIONS

Award Contract No. 19-010 East Scenic Drive Stabilization Phase 2 Project

City Engineer Dale McCabe reviewed the staff report. McCabe said this project was not related to the Kelly Avenue slide area. He said that area was stable at this time.

Miller asked if State funds were used on the project. McCabe said yes, STIP was a State program.

Runyon asked what would happen if there was a cost overrun.

McCabe said a 20% over run is allowed without having to bring the item back to the Council for approval.

It was moved by McGlothlin and seconded by Runyon to authorize the City Manager to enter into contract with Crestline Construction for the East Scenic Drive Stabilization – Phase 2 Project, Contract No. 2019-010, in an amount not to exceed \$413,357.00. The motion carried 5 to 0; McGlothlin, Runyon, Long-Curtiss, Miller, Brown voting in favor; none opposed.

MINUTES
Regular City Council Meeting
November 25, 2019
Page 10

Post-project Progressive Design-Build contracting for Contract No. 2015-004, the Wastewater Treatment Plant Upgrade Project

Public Works Director Dave Anderson reviewed the staff report.

McGlothlin noted that rates were not increased due to the project.

Anderson said that rates had held steady for the last five years.

It was moved by Miller and seconded by McGlothlin to accept this post-project evaluation report related to the utilization of Progressive Design-Build contracting for Contract No. 2015-004, the Wastewater Treatment Plant Upgrade project. The motion carried 5 to 0; Miller, McGlothlin, Brown, Long-Curtiss, Runyon voting in favor; none opposed.

ACTION ITEMS

Adoption of Resolution No. 19-028 A Resolution Accepting a Dedication of a Portion of Property on 17th Street from Debra Tipton East for Public Street Purposes

Planner Josh Chandler reviewed the staff report.

It was moved by Long-Curtiss and seconded by Miller to adopt Resolution 19-028, accepting a dedication of property on 17th Street for public street purposes. The motion carried 5 to 0; Long-Curtiss, Miller, Brown, Runyon, McGlothlin, voting in favor; none opposed.

ADJOURNMENT

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

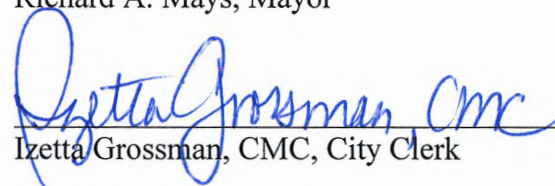
Submitted by/
Izetta Grossman, CMC
City Clerk

SIGNED:



Richard A. Mays, Mayor

ATTEST:


Izetta Grossman, CMC, City Clerk



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125

MEMORANDUM

To: Honorable Mayor and City Council

From: Joshua Chandler, Planner

Date: November 25, 2019

Re: Clerical Errors Public Hearing Item #11-A

Attached is Resolution No. P.C. 581-19 and has been provided to replace Resolution No. P.C. 584-19 (pages 64-65) within the City Council packet, as this document was provided in error. Additionally, reference errors to Resolution 584-19 occurred on pages 38, 61, 62, and 63 of the CC packet. As a point of clarification, Resolution 584-19 has no relationship to General Ordinances Nos. 19-1374 and 19-1375. All references to Resolution 584-19 should have correctly read Resolution 581-19.

An additional correction has been made to General Ordinance 19-1374 (pages 41-42) due to a formatting error. "1. Signs" was incorrectly indented; therefore it has been corrected to read "B. Signs." All subsequent formatting adjustments have been made to the remainder of Section 8.02.040.

All above mentioned errors have been corrected and available for the hearing this evening.



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125
COMMUNITY DEVELOPMENT DEPARTMENT

RESOLUTION NO. P.C. 581-19

A RESOLUTION OF THE PLANNING COMMISSION RECOMMENDING CITY COUNCIL APPROVAL TO REMOVE ARTICLE 6.040 BED AND BREAKFAST AND VACATION RENTALS FROM TITLE 10 – LAND USE AND DEVELOPMENT

WHEREAS, an application was submitted for Zoning Ordinance Amendment #99-19 proposing the removal of Article 6.040 Bed and Breakfast and Vacation Rentals from Title 10 – Land Use and Development; and

WHEREAS, the City Planning Commission conducted a public hearing on June 20, 2019 to take public testimony on the proposed Zoning Ordinance Amendment #99-19; and

WHEREAS, the Planning Commission has considered the public testimony and reviewed the proposed legislative amendments set forth in Zoning Ordinance Amendment #99-19, and based upon the proposed findings of fact and conclusions of law in the staff report and testimony presented during the hearing, the Planning Commission voted to recommend the legislative amendment be forwarded to the City Council for their review and adoption;

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION AS FOLLOWS:

Section 1. The Planning Commission recommends that the proposed Zoning Ordinance Amendment #99-19 be approved and forwarded to the City Council for its review and adoption.

Section 2. This Resolution shall be effective upon its passage and approval.

Section 3. The Secretary of the Planning Commission shall (a) certify to the adoption of the Resolution, and (b) transmit a copy of the Resolution to the Applicant.

APPROVED AND ADOPTED THIS 20TH DAY OF JUNE, 2019


Bruce Lavier, Chair
Planning Commission

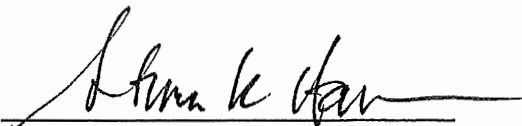
I, Steve Harris, Community Development Director for the City of The Dalles, hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Planning Commission, held on the 20th day of June, 2019.

Ayes: Brybee, Stiles, Lavier, DuFault, Cornett, Ross

Nays: —

Absent: Poppoff

Abstaining: —

Attest: 
Steven Harris, AICP
Community Development Director
City of The Dalles