

MINUTES  
Regular City Council Meeting  
September 25, 2023  
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MINUTES

CITY COUNCIL MEETING  
COUNCIL CHAMBER, CITY HALL  
September 25, 2023  
5:30 p.m.

VIA ZOOM/ IN PERSON

**PRESIDING:** Mayor Richard Mays

**COUNCIL PRESENT:** Darcy Long, Tim McGlothlin, Rod Runyon, Scott Randall, Dan Richardson

**STAFF PRESENT:** City Manager Matthew Klebes, City Attorney Jonathan Kara, City Clerk Amie Ell, Police Chief Tom Worthy, Finance Director Angie Wilson, Community Development Director Joshua Chandler, Retiring City Clerk Izetta Grossman

**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 Ell. Long, McGlothlin, Randall, Richardson, Runyon present; none absent

**PLEDGE OF ALLEGIANCE**

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

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

**APPROVAL OF AGENDA**

It was moved by Randall and seconded by Long to approve the agenda as submitted. The motion carried 5 to 0; Randall, Long, Richardson, McGlothlin, Runyon voting in favor; none opposed.

**PRESENTATIONS/PROCLAMATIONS**

Mayor Mays asked if Representative Helfrich was present, he was not.

Mays asked the council if they were in agreeance that council would hear his presentation if he arrived later during the council meeting.

Council agreed.

**AUDIENCE PARTICIPATION**

Lisa Farquharson, President/CEO of the Dalles Area Chamber of Commerce read her letter (see attached) and submitted for the minutes a letter from Sean Phillips, a resident in the neighborhood near St. Vincent de Paul (see attached)

Mayor Mays said he wanted to clarify the use of the terminology “legal closure” in Farquharson’s letter was not accurate.

Mays said “legal filing of Nuisance caused by St Vincent de Paul” was more accurate.

**CITY MANAGER REPORT**

City Manager Matthew Klebes reported;

- The Beautification and Tree Committee residential tree grant program
  - 28 trees awarded, to be planted fall 2023
  - Thanked committee and staff. Work included site visits, research, right of way considerations, public utilities and watering
- Short term rentals will be a discussion item on upcoming October City Council agenda
- Demolition of the Tony’s building expected to begin this week
- 90 day FEMA flood map appeal period will begin in Mid-Oct
  - Community Development Department will send postcards to affected
- Upstairs City Hall remodel ahead of schedule

Klebes gave Public Works updates;

- Dog River
  - Work was impacted by the high fire risk designations this season, about 4 weeks (Industrial Fire Protection Level 4)
- 2 Contractors at work
- Pipeline replacement

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- New pipeline installation in 2 weeks
- Next is clean up and restoration, weather dependent may extend into next year
- Fish passage and screening
  - Work will likely to extend into next year
  - In-water work is hoped to be completed by Oct 31<sup>st</sup>
  - Temp diversion systems over the winter could allow the new pipeline to be used if in service
- Water Master Plan
  - Target date for completion is mid-summer 2024
  - Progress meetings are held bi-weekly
  - Pending final anticipated water demand data
  - Much of the technical analyses for the water treatment plant, water system facilities, and climate resilience have been drafted

Klebes said there were two items council have received additional materials for;

- Facility Management and Trespass Policy
  - Policy intended to set clear structure, guidelines, and direction to staff for events or actions that interrupt City operations or threaten City staff or property
  - Proactive measure, to provide guidance and set a process to manage situations
  - Past situations of individuals being irate, inappropriately using bathroom, attempting to access staff only areas
  - Policy details exceptions; public meeting or court attendance, utility bill payment
- City Funding Request Process
  - As Council requested, update the process and form to submit funding requests to the City of The Dalles
  - Deadline Jan 31<sup>st</sup>
  - Requests information on how past funding used
  - Asks how the request aligns with the community Vision Action Plan and City's mission
  - Will be available on our website and in paper form

### **CITY COUNCIL REPORTS**

Long reported;

- Attended Urban Renewal Agency meeting to plan RFP for Tony' building
- Traveled to Washington D.C. with Community Outreach Team, met with congress people to talk about local projects and policies

Randall said he had nothing to report

Richardson reported;

- Attended the Mid-Columbia Economic Development District board meeting
- Attended League of Oregon Cities small cities meeting in Mosier
- Spoke with constituents about the school bond
- Spoke with constituents about issues with St Vincent de Paul on Pentland Street

Runyon reported;

- He was keynote speaker for the POW/Missing in Action event at Kelly View Point
- Attended Veteran's Stand-down event at the Civic Auditorium
- Attended 20<sup>th</sup> annual Pig Bowl fundraising event for local charity

McGlothlin said he had nothing to report.

Mayor Mays reported;

- Attended Neon Sign Museum event announcing acquiring of Jantzen Beach Carousel
- Met with the new director of the Dalles Art Center, Sally Johnson
- Met with Jose Aparicio the school board director
- Traveled to Washington D.C. with Community Outreach team

Mayor Mays and the Council recognized and thanked retiring City Clerk Izetta Grossman for her 17 years of service to the city.

### **CONSENT AGENDA**

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

Items approved on the consent agenda were: The minutes of the September 11, 2023 Regular City Council Meeting; Resolution No. 23-036 Assessing the Real Property Located at 1212 East

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10th Street the costs of Nuisance Abatement.

**CONTRACT REVIEW BOARD**

Contract No. 23-13 Downtown Tree Project Award

Community Development Director, Joshua Chandler reviewed his agenda staff report.

Chandler said council had been given a printed copy of the proposal submitted from the Davey Expert Tree company (see attached)

Runyon said if the funding would be coming from capital funds this year, would it have its own budget line item for the next year.

Chandler said next year's costs would be paid out of general services.

Richardson thanked Chandler, Grossman, and the Beautification and Tree Committee for their work on this project. He asked if this would be a phase 1 of a larger effort.

Chandler said the city will learn from the successes of this project and add to other areas of downtown including 1<sup>st</sup> and 3<sup>rd</sup> streets.

Richardson said healthy trees are infrastructure.

Mayor Mays said the Davey Expert Tree Company has a local branch in Portland and F.L.I. is local.

It was moved by Richardson and seconded by Long to authorize the City Manager to enter into contract with Davey Tree Expert Company for The Dalles Downtown Tree Project, Contract No. 2023-13, in an amount not to exceed \$206,980.00. The motion carried 5 to 0, Richardson, Long, Runyon, Randall, McGlothlin voting in favor; none opposed.

Contract for South Apron Reconstruction, New Taxi Lanes, & New Fuel Apron

Columbia Gorge Regional Airport Manager, Jeff Renard reviewed his agenda staff report.

Richardson asked Renard to explain where the funding for the project would come from and how much the city be paying.

Renard said the 4% of the cost would be locally funded, split evenly between The City of The Dalles and Klickitat county and the remaining 96% was from a combination of federal and state funding.

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Finance Director Angie Wilson said the funds the City would be contributing was already in the 2023/24 fiscal year budget.

It was moved by Randall and seconded by Richardson to authorize the City Manager to execute the South Apron reconstruction, new taxilanes and new fuel apron contract with James Dean Construction, Inc. in an amount not to exceed \$3,364,003.96, contingent upon Klickitat County Board of County Commissioner's approval. The motion carried 5 to 0, Randall, Richardson, Runyon. McGlothlin, Long voting in favor; none opposed.

### **ACTION ITEMS**

#### Senate Bill 111 Deadly Force Plan Update

Chief of Police, Tom Worthy reviewed his agenda staff report.

Worthy said the hope was to include Wasco, Hood River, and Sherman counties together to make this a regional plan. He said Wasco County would move forward without the others if unable to coordinate.

Mayor Mays asked if the public meeting reviewing the plan update was well attended.

Worthy said it was lightly attended. He said the contributions from the public were helpful in making corrections to the plan.

Mayor Mays asked if District Attorney Mathew Ellis would like to add anything.

Ellis said Chief Worthy covered it all

It was moved by Long and seconded by Runyon to approve the Wasco, Sherman, and Hood River Counties Senate Bill 111 Deadly Physical Force Plan as presented. The motion carried 5 to 0; Long, Runyon, Randall, Richardson, McGlothlin voting in favor; none opposed.

### **DISCUSSION ITEMS**

#### Proposed Housing Needs Analysis and Buildable Lands Inventory Update

Community Development Director, Joshua Chandler reviewed his agenda staff report.

Matt Hastie, CJ Doxie, and Brendan Buckley presented their The Dalles Housing Needs Analysis PowerPoint presentation (see attached)

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Mayor Mays said the guidelines that must be followed were set by the Land Conservation and Development Commission.

Mays said the lack of 50 plus acre lots would restrict development and developers.

Hastie said for larger sub-divisions larger properties are beneficial.

Long asked it be clarified if the larger lots identified outside of city limits but within the urban growth boundary that are currently used for agriculture were or were not excluded.

Doxie said if it is zoned for residential use that is was included.

Mays said when you have to count orchards and large properties like Google land as developable, it makes it difficult to show the need for urban growth boundary changes.

Runyon said many of the identified buildable lots are located in the south-east where there have already been issues with developing.

Long said this is a good time to discuss incentivizing building of more dense housing to avoid sprawl into areas we do not want it.

Runyon said housing needs are tied to business and would like to incentivize housing, new business, and support good school and health care systems as well.

Richardson said he would like to know the level of confidence was for the presented numbers and clarity on how they were created to explain the radical change from the 2016 study in which 1,769 new housing options would be needed compared to this study with just 505.

Buckley said it was demographic driven most cities are seeing a decrease in growth. He said they could provide more information about the past growth rate to compare with future projections.

Hastie said the Portland State University (PSU) report basis could be shared as well which would explain how the rates are projected by county and then dispersed among cities in the county.

Hastie said they were limited in what could be adopted and accepted by the State and are bound by the PSU projections. He said the PSU process would be changing when the State takes over in 2 to 3 years.

Runyon said he understood they must follow the metrics and process but the land considered vacant or buildable in the report may not really be buildable.

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Hastie completed the remainder of the PowerPoint presentation (see attached)

**EXECUTIVE SESSION**

In accordance with ORS 192.660(2)(e) to consult deliberations with persons you have designated to negotiate real property transactions.

Mayor Mays recessed Open Session at 7:30 P.M.

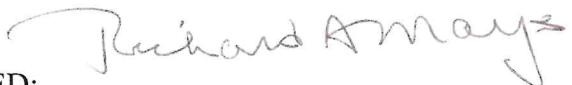
Mayor Mays reconvene Open Session at 7:42 P.M.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 7:42 P.M.

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Submitted by/  
Amie Ell, City Clerk

SIGNED:   
Richard A. Mays, Mayor

ATTEST:   
Amie Ell, City Clerk



The Dalles Chamber wishes to express its gratitude to the Mayor, City Council, and staff for the challenging decision to initiate the legal closure of the St Vincent de Paul Community Location on Pentland Street. We understand the invaluable service it offers and the vast number of individuals who rely on it. Yet, the repercussions of its operation imposed significant financial, mental, and safety burdens on the surrounding neighborhood. We're grateful that the City took the time to listen to the concerns of residents and businesses around St Vincents, addressing our worries about safety and the continuation of smooth business operations. The comprehensive and deliberate process leading up to this decision, marked by accurate reporting and devoid of emotional biases, speaks to the City's dedication. Every available avenue, from letters and meetings to phone calls, was explored in hopes of reaching an alternative resolution. We are truly appreciative of your unwavering commitment to the Dalles community, striving always to make our community a haven of safety and a healthy environment.

September 24, 2023

Shawn Phillips and family  
406 W 2<sup>nd</sup> Place  
The Dalles, Oregon 97058

Dear City Council and Mayor,

We applaud the recent decision by the city of the dalles to begin legal proceedings against the community meals business located at 315 W 3<sup>rd</sup> Street and Pentland Street. This specific business has been in violation of multiple municipal codes for 8 years continuously.

This business and its patrons have devastated the neighborhood, tourism and local businesses. We understand the tough decision the city took, however late, it's better than never. We are relieved to know the city has decided to take action. This business must go.

Anyone that is opposed to the decision to remove this business only shows their lack of interest in the city's well-being, lack of interest in the safety of their fellow citizens and their outright ignorance in the mater.

Sincerely,

Shawn Phillips  
541 224 6191



## CITY of THE DALLES

313 COURT STREET  
THE DALLES, OREGON 97058

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

# CITY FACILITY MANAGEMENT AND TRESPASS POLICY

Effective Date: September XX, 2023

## I. PURPOSE, AUTHORITY, AND APPLICABILITY

A. Purpose. This Policy's purpose is to:

1. prevent and prohibit conduct threatening harm to individual or public interests or interfering with the City's ability to serve the public;
2. enhance the orderly administration and operation of City business on City property by prohibiting conduct unreasonably interfering with the lawful use of City property;
3. preserve public and City employee welfare, safety, and convenience on City property; and
4. provide an objectively reasonable and fair warning of the nature of the conduct potentially subjecting a person to exclusion from City property.

B. Authority. This Policy is administered through and by the authority and duty of the City Manager to supervise operation of all City property pursuant to Section 21(6)(j) of the 2020 City of The Dalles Charter.

C. Applicability. This Policy applies to all City property.

## II. DEFINITIONS

A. Authorized Person. The City Manager, the Police Chief, and Police Captain.

B. Business days. Monday through Friday of each week, excepting City holidays.

C. City. The City of The Dalles, a municipal corporation of the State of Oregon.

D. City Manager. The person appointed by the City Council to the position of City Manager or their written designee.

E. City building. Structures or improvements on or upon City property.

F. City property. Real property, including vacant and developed land and City buildings, where the City possesses an ownership interest.

G. Hearings officer. The City Manager (if the Authorized Person issuing the exclusion is the Police Captain or Police Chief) or the City Attorney (if the Authorized Person issuing the exclusion is the City Manager).

- H. Matrix. The matrix containing the presumptive length of time for exclusion from City property, attached to and made part of this Policy as **Exhibit A**.
- I. Notice. The written notice of exclusion attached to and made part of this Policy as **Exhibit B** and including the date, duration, and location of the exclusion, the provision of law or this Policy the violator violated, a brief description of the violating conduct, the issuing Authorized Person's signature, and a statement providing warnings of the consequences for failing to comply with the written notice with a succinct description of the appeal process.
- J. Public meeting. A meeting as defined in ORS 192.610(5).
- K. Required court appearance. The time and date specified on a duly-issued summons, subpoena, agreement, or order for a defendant to attend Municipal Court.
- L. Rules of Conduct. The rules of conduct on City property listed in **Section III**.
- M. Variance. The City's grant of permission to an excluded violator for their entry and right to remain on City property for a limited purpose.
- N. Violator. A person who violates the Rules of Conduct, regardless of whether an Authorized Person determines to exclude them from City property.

### III. RULES OF CONDUCT ON CITY PROPERTY

- A. Compliance with Laws. No person shall violate any federal, Oregon, or local law.
- B. Legitimate Business. No person shall enter or remain on City property for purposes other than to conduct legitimate business with the City or to use City property lawfully under these rules.
- C. Secured Areas. No person shall knowingly enter, attempt to enter, or remain in any secure portion of a City building not open to members of the public without specific permission from an authorized City employee.
- D. Damage. No person shall deface, damage, or destroy City property.
- E. Disruptive Conduct. No person shall engage in conduct disruptive to or interfering with normal or customary operations of City government or administration or subjecting City customers or employees to reasonable annoyance or alarm, including creating unreasonable noise.
- F. Threatening Conduct. No person shall engage in conduct reasonably disturbing City customers or employees (including conduct involving the use of threatening language or gestures).

### IV. EXCLUSION FROM PROPERTY

- A. Authorized Persons. Authorized Persons may exclude violators from City property for a duration determined consistent with **Section V** by the process outlined in **Section VI**.

- B. Constitutional Limitation. Nothing in this Policy authorizes, sanctions, or ratifies any Authorized Person's determination to exclude a person from City property for that person's lawful exercise of any Oregon or United States constitutional rights, as determined by the City Attorney.

#### V. EXCLUSION DURATION

- A. Matrix. Authorized Persons shall use the Matrix to determine the length of time a violator may be excluded from City property.
- B. Repeat Violations. An Authorized Person may enhance the duration of City property exclusion for repeat violators of this Policy consistent with the Matrix; provided, however, Authorized Persons may not enhance the duration of City property exclusion against a violator if they have not violated the Rules of Conduct within 24 months from the date of their last violation.

#### VI. EXCLUSION PROCEDURE

- A. Warning and Exception. An Authorized Person shall first give the violator a warning and reasonable opportunity to desist from their violation before issuing an exclusion under this Policy; provided, however, an Authorized Person may exclude a violator without such warning and reasonable opportunity if their conduct:
  - 1. is punishable as a misdemeanor or felony;
  - 2. could reasonably result in or resulted in an injury to any person; or
  - 3. could reasonably result in or resulted in damage to any personal or other property.
- B. Written Notice. Authorized Persons issuing an exclusion under this Policy shall provide the violator with a completed Notice. If the Authorized Person is not the person appointed by the City Council to the position of City Manager, such Authorized Person shall promptly report the exclusion to them in writing and include a copy of the issued Notice.

#### VII. EXCLUSION APPEALS

- A. Right to Appeal. Any person issued a Notice from an Authorized Person may request an informal hearing to contest and appeal their exclusion as provided in this **Section VII**.
- B. Time to Appeal and Waiver. Any person intending on appealing their exclusion shall timely submit a written appeal request to the City Manager's Office by regular United States mail (addressed to *313 Court Street, The Dalles, OR 97058*) within ten (10) business days from the date they were issued a Notice or their failure to so submit shall be deemed a waiver of their right to appeal.
- C. Scheduling. If a person timely files their written appeal request, the City Manager's Office shall schedule a hearing for no earlier than five (5) business days but no more than ten (10) business days from the date the City Manager's Office actually received the request and dispatch a notice to the person by regular United States mail (addressed

to the address indicated on the submitted appeal request) to confirm the certain date, time, and location of the City-scheduled hearing.

D. Hearing.

1. Presiding Officers. The hearings officer shall preside over the hearing.
2. Validity. Prior to the hearing, the Authorized Person who excluded the person shall provide the hearings officer with a written statement summarizing their understanding of the exclusion and, at the hearing, that Authorized Person may present relevant evidence on the exclusion's validity.
3. Invalidity. The excluded person may next present relevant evidence on the exclusion's invalidity.
4. Impartial and Final Decision. The hearings officer shall review the exclusion *de novo* and make a decision whether the exclusion is valid or invalid after reviewing the evidence presented by both sides. The hearings officer's decision is final.
5. Outcome.
  - a. **If Decided Valid.** If the hearings officer determines the exclusion is valid, then they shall uphold the exclusion and may keep or modify the length of exclusion; if they modify the length of exclusion, then they shall provide the person with the reason for the modification and documentation indicating the new exclusion duration.
  - b. **If Decided Invalid.** If the hearings officer determines the exclusion is invalid, then they shall rescind the exclusion and provide the person with documentation of the rescission.

E. Variance and Exception to Variance.

1. Variance. Any excluded violator may request a variance for good cause by submitting a written variance request to the City Manager's Office by regular United States mail (addressed to 313 Court Street, The Dalles, OR 97058) at any time during their exclusion.
2. Variance Determination. The person appointed by the City Council to the position of City Manager shall make the final determination on a submitted variance request after considering the seriousness of the violation for which the violator was excluded and their particularly identified need to be on the City property during some or all of their exclusion period.
3. Variance Granted. If a variance is granted, the City Manager's Office shall provide the person with written documentation of the specific variance, including the time, duration, location, and purpose of the waiver. The person provided the variance shall bring the written documentation with them to the City property where they are excluded and shall present it to City staff upon request.

4. Exception to Variance. A person who has been excluded from City property shall never need to request a variance to:
  - a. attend a public meeting;
  - b. make a required court appearance; or
  - c. pay utility bills at the First Floor of City Hall.

**VIII. EXHIBITS**

**A. Exhibit A** – *Presumptive Length of Time for Exclusion from City Property Matrix*

**B. Exhibit B** – *Form Notice of Exclusion*

\*\*\*

**CITY OF THE DALLES**

\_\_\_\_\_  
Matthew B. Klebes, City Manager

\_\_\_\_\_  
Date



**CITY of THE DALLES**

313 COURT STREET  
THE DALLES, OREGON 97058

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

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**NOTICE OF EXCLUSION FROM CITY PROPERTY**  
*City Facility Management and Trespass Policy – **Exhibit B***

**Issue Date:**

**Violator Name:**

**Excluded From:**

**Exclusion Duration:**

**Violated Rule of Conduct on City Property:**

- A. Compliance with Laws
- B. Legitimate Business
- C. Secured Areas
- D. Damage
- E. Disruptive Conduct
- F. Threatening Conduct

**Description of Violative Conduct:**

Your failure to comply with this Notice may result in enhancements to the time of your exclusion from City property, criminal penalties, and all other remedies available to the City at law or equity.

You may appeal the issuance of this Notice by submitting a written appeal request to the City Manager's Office by mail (addressed to 313 Court Street, The Dalles, OR 97058) within ten (10) business days from the issue date. If timely submitted, the City Manager will contact you with the time, date, and location of an informal hearing to provide you an opportunity to present evidence on this Notice's invalidity. Your failure to timely submit a written appeal request is a waiver of your right to appeal and the imposition of this Notice's provisions will be final.

**CITY OF THE DALLES**

\_\_\_\_\_  
Authorized Person

\_\_\_\_\_  
Date



**Presumptive Length of Time for Exclusion from City Property Matrix**  
 City Facility Management and Trespass Policy - Exhibit A

	1 Day	7 Days	30 Days	90 Days	180 Days	1 Calendar Year
<b>First Offense</b>	a. No legitimate business b. Disruptive conduct		Threatening conduct	a. Attempt to enter/enter/remain in secure area b. Deface/damage/destroy City property		a. Felony b. Misdemeanor c. Actual physical harm to another
<b>Second Offense</b>		a. No legitimate business b. Disruptive conduct		Threatening conduct	a. Attempt to enter/enter/remain in secure area b. Deface/damage/destroy City property	a. Felony b. Misdemeanor c. Actual physical harm to another
<b>Third Offense</b>			a. No legitimate business b. Disruptive conduct		Threatening conduct	a. Felony b. Misdemeanor c. Actual physical harm to another d. Attempt to enter/enter/remain in secure area e. Deface/damage/destroy City property
<b>Fourth Offense</b>				a. No legitimate business b. Disruptive conduct		a. Felony b. Misdemeanor c. Actual physical harm to another d. Attempt to enter/enter/remain in secure area e. Deface/damage/destroy City property f. Actual physical harm to another
<b>Fifth Offense (or more)</b>					a. No legitimate business b. Disruptive conduct	a. Felony b. Misdemeanor c. Actual physical harm to another d. Attempt to enter/enter/remain in secure area e. Deface/damage/destroy City property f. Actual physical harm to another

# City of The Dalles Funding Request

Application Form for Local Agencies & Non-Profits

## **FUNDING APPLICATION REQUIREMENTS CHECKLIST**

- A completed funding request form
- All of the 4 funding application criteria completed
- If applicable, an attached explanation of how past grant funding was used
- Submission of funding application before January 31, 2023 at 4:00pm (requests will not be considered beyond this deadline)

***The applicant is solely responsible for ensuring the completeness of their application.  
For clarification or questions regarding this process,  
contact the City Clerk at  
541.296.5481 ext. 1119***

\* Project Title

\* Type of Request

1 Time  Recurring (must apply yearly)

You must choose at least one option

\* Organization

\* Tax ID Number

\* Primary Contact First Name

\* Primary Contact Last Name

\* Email Address

\* Phone Number

\* Has the organization received funding from the City of The Dalles in the last 3 fiscal years?

Yes

No

You must choose at least one option

If YES, Please explain the following information in detail; (1) how past funds were allocated, (2) the number of City of The Dalles residents that were served, and (3) A description of the objective/activity the funds supported and the outcome.

Upload a File

Choose File No file chosen

If preferred, you may upload a separate document with this information.

## **FUNDING APPLICATION CRITERIA**

All applicants whether applying for the first time or past applicants, must provide the following information. Please limit responses to 300 words for each response.

\* 1. Describe how the project funds will be used.

\* 2. Explain how this project aligns The City of The Dalles Vision & Mission.

City of The Dalles Vision: A community that has involved citizens of all ages, strong local collaboration, green spaces, a revitalized downtown, efficient government, is a commercial hub, honors our cultural diversity, has a proactive education system, has compatible neighborhoods, a far ranging transportation system, and a comprehensive medical system. City of The Dalles Mission: "By working together, we will provide services that enhance the vitality of The Dalles"

**\* 3. Attach a detailed project budget**

Choose File No file chosen

**\* 4. Confirm the location for this project is within the City of The Dalles**

Yes

No

You must choose at least one option

No organization requesting funding shall discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), disability, marital status, sexual orientation, or military status in any of its operations or activities.

The recipient of the funding is required to enter into a separate Grant/Funding Agreement with the City before release of funds.

We/I hereby certify that the facts, figures, and representations made in this application, including all attachments, are true and correct to the best of our knowledge, and this application is made with the approval of the organization's board of directors. Any funding award will be subject to the terms of the agreement.

By clicking submit you agree to all these terms and conditions and confirm you are an authorized signer.



The Davey Tree Expert Company  
 5838 NE Columbia Blvd  
 Portland, OR 97218-1251  
 Phone: (503) 287-2282 Fax: (503) 280-1142  
 Email: Michael.Spaulding@davey.com  
 OR CCB License 170721



Client	9/5/2023
The Dalles Downtown Tree Project Joshua Chandler 313 Court St The Dalles, OR 97058-2111	Proposal #: 20031894-1693504514 Account #: Home: (541) 296-5481 ext. 1121 Email: jchandler@ci.the-dalles.or.us

Tree Care	Service Period	Price	Tax	Total
<input type="checkbox"/> Tree Removal	Fall	\$19,200.00		\$19,200.00
City to assist with No parking set ups for smooth and safe project management with Davey arborist-  -62 dead/dying street trees to be removed to grade. -Trees to be flagged and marked. -Low cut stumps level to grade. -Site locations with Cement to have Cement excavated with jackhammer prior to planting.  Haul all resulting wood and debris				
<input type="checkbox"/> Tree Pruning	Late Winter	\$31,000.00		\$31,000.00
Coordination with city for larger trees and No parking signs/permitting to be set up for project efficiency.  Annual pruning of 132 street trees designated by the city project map. -Newly planted trees to be fine pruned for proper structure. (hand snips, orchard ladder) -Established larger trees to be trimmed for crown clean of obvious hazardous dead wood, structure prune, elevation of 12ft-15ft over streets, 10ft over sidewalks, and 4-8ft building clearance. (Lift truck) Haul all resulting wood and debris.				

Landscape	Service Period	Price	Tax	Total
<input type="checkbox"/> Bio Root Installation	Spring	\$6,830.00		\$6,830.00
Root barrier installation to protect from root expansion and sidewalk heaving. 68 site locations of newly planted trees.				

Fertilization/SoilCare	Service Period	Price	Tax	Total
<input type="checkbox"/> Deep Root Fert w/ArborGreenPRO (1yr) (*)	Late Spring	\$8,650.00		\$8,650.00
Deep root fertilization fo132 street trees identified in RFP map. To be done after install to boost health, encourage root establishment and fertilize with Arborgreen pro slow time release fertilizer. This is to be done on an annual basis for a minimum of 3 years beginning in Spring of 2024.				

Other Services	Service Period	Price	Tax	Total
<input type="checkbox"/> OTHER - Tree Planting and Nursery	Spring	\$68,000.00		\$68,000.00
Sub contractors for this work Living color landscapes. <a href="http://www.livingcolornursery.com/">http://www.livingcolornursery.com/</a> Trevor is in charge of this project but to be overseen by Michael Spaulding and Isabelle Christmann				

Living Color Landscape proposes the following:

- To be installed spring of 2024
- 24" x 3' x 3' Tree wells
- Demo
- Imported soils
- Install 24" rootbarrier- Provided by Davey



The Davey Tree Expert Company  
 5838 NE Columbia Blvd  
 Portland, OR 97218-1251  
 Phone: (503) 287-2282 Fax: (503) 280-1142  
 Email: Michael.Spaulding@davey.com  
 OR CCB License 170721



Client	9/5/2023
The Dalles Downtown Tree Project Joshua Chandler 313 Court St The Dalles, OR 97058-2111	Proposal #: 20031894-1693504514 Account #: Home: (541) 296-5481 ext. 1121 Email: jchandler@ci.the-dalles.or.us

Service Period	Price	Tax	Total
-2- 4" perf pipe tubes per tree			
Trees- TBD			
1"-1.5"			
68			
Parrotia persica			
Carpinus			
Acer Campestre			
3 year warranty- Davey holds the responsibility for trees			
NOT A prevailing wage project			

- To be planted in designated planters.
- Soil testing for select new sites and select established tree wells. a total of 6 sites to be tested 3 of each. Davey to manage and sent off for professional lab results.
- Soil excavation and replacement of new soils for best success at each planting site. 3ftx3ftx2ft.
- 4inch water wells/perforation tubes to be installed for permanent ability to deep root water.
- Proper planting procedures to be managed by project arborist.
- Root barrier to be installed at this time (separate quote attached for pricing for root barrier)

Irrigation	Service Period	Price	Tax	Total
<input type="checkbox"/> Drought Relief Watering (*)	June	\$3,500.00		\$3,500.00
Drought relief watering for 132 street trees, deep root watering and perforation tubes filled.				
<input type="checkbox"/> Drought Relief Watering (*)	Early July	\$3,500.00		\$3,500.00
Drought relief watering for 132 street trees, deep root watering and perforation tubes filled.				
<input type="checkbox"/> Drought Relief Watering (*)	Late July	\$3,500.00		\$3,500.00
Drought relief watering for 132 street trees, deep root watering and Gator bag fill.				
<input type="checkbox"/> Drought Relief Watering (*)	Early August	\$3,500.00		\$3,500.00
Drought relief watering for 132 street trees, deep root watering and perforation tubes filled.				
<input type="checkbox"/> Drought Relief Watering (*)	Late August	\$3,500.00		\$3,500.00
Drought relief watering for 132 street trees, deep root watering and perforation tubes filled.				

(\*) Please note these services automatically renew annually. By signing you agree to the terms appended to this form.

Yes, please schedule the services marked above.



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**ACCEPTANCE OF PROPOSAL:** The above prices and conditions are hereby accepted. You are authorized to do this work as specified. I am familiar with and agree to the terms and conditions appended to this form. All deletions have been noted. I understand that once accepted, this proposal constitutes a binding contract. This proposal may be withdrawn if not accepted within 30 days.



*Michael Spaulding*

Michael Spaulding

Authorization

Date

**AUTOMATIC RENEWAL OF SERVICES:** Evergreen, or automatic renewal, is applicable to those services indicated in the contract. Except in New York, California and Connecticut, by signing, I agree that next year and continuing every year thereafter, the company will automatically perform and I will pay for the services outlined in this contract without the need for further action or confirmation on my part. The company will send me a reminder notification each year which will include any price changes. The company will make suggested service/treatment changes which I can receive by notifying the company to perform these services. If I add, change or cancel any contracted services, it is my responsibility to inform the company of these changes or cancellation in writing prior to the scheduled service being performed.

### Client Guarantee

We use quality products that are administered by trained personnel. We guarantee to deliver what we have contracted to deliver. If we do not, we will work with you until you are satisfied, or you will not be charged for the disputed item. Our Client Care Guarantee demonstrates our commitment to creating lifelong client relationships.

### Tree Care

**PRUNING:** Performed by trained arborists using industry and Tree Care Industry Association (TCIA) approved methods.

**TREE REMOVAL:** Removal to within 6" of ground level and cleanup of debris.

**STUMP REMOVAL:** Mechanical grinding of the visible tree stump to at or just below ground level. Stump area will be backfilled with stump chips and a mound of remaining chips will be left on site unless otherwise stated in the contract. Chip removal, grading and soil backfill are available.

**CLEAN-UP:** Logs, brush, and leaves, and twigs large enough to rake are removed. Sawdust and other small debris will not be removed.

**CABLING/BRACING:** Cabling and bracing of trees is intended to reduce damage potential. It does not permanently remedy structural weaknesses, is not a guarantee against failure and requires periodic inspection.

### Tree and Shrub Fertilization/SoilCare

Your arborist will assess your property's overall soil conditions either through physical assessment or through soil testing and will recommend a soil management program to help the soil become a better medium to enable healthy plants to thrive or unhealthy plants to regain their vitality. SoilCare programs will include fertilizers, organic humates, fish emulsions and other organic soil conditioners.

Our advanced formula, Arbor Green PRO, works with nature to fertilize without burning delicate roots, building stronger root systems and healthier foliage. It contains no chlorides or nitrates. It is hydraulically injected into the root zone and the nutrients are gradually released over time. Research and experience shows the dramatic benefits Arbor Green PRO provides: greater resistance to insects and diseases, greater tolerance to drought stress, increased vitality, and healthier foliage.

### Tree and Shrub Plant Health Care

**PRESCRIPTION PEST MANAGEMENT:** Customized treatments to manage disease and insect problems specific to plant variety and area conditions. Due to the short term residual of available pesticides, repeat applications may be required.

**INSECT MANAGEMENT:** Inspection and treatment visits are scheduled at the proper time to achieve management of destructive pests. Pesticides are applied to label specifications.

**DISEASE MANAGEMENT:** Specific treatments designed to manage particular disease problems. Whether preventative or curative, the material used, the plant variety being treated, and the environmental conditions all dictate what treatment is needed.

EPA approved materials will be applied in accordance with State and Federal regulations.

### Other Terms and Contract Conditions

**INSURANCE:** Our employees are covered by Worker's Compensation. The company is insured for personal injury and property damage liability. Proof of insurance can be verified by requesting a copy of our Certificate of Insurance.

**WORKING WITH LIVING THINGS:** As trees and other plant life are living, changing organisms affected by factors beyond our control, no guarantee on tree, plant or general landscape safety, health or condition is expressed or implied and is disclaimed in this contract unless that guarantee is specifically stated in writing by the company. Arborists cannot detect or anticipate every condition or event that could possibly lead to the structural failure of a tree or guarantee that a tree will be healthy or safe under all circumstances. Trees can be managed but not controlled. When elevated risk conditions in trees are observed and identified by our representatives and a contract has been signed to proceed with the remedial work we have recommended, we will make a reasonable effort to proceed with the job promptly. However, we will not assume liability for any accident, damage or injury that may occur on the ground or to any other object or structure prior to us beginning the work. Site inspections do not include internal or structural considerations unless so noted. Unless otherwise specified, tree assessment will not include investigations to determine a tree's structural integrity or stability. We may recommend a Risk Assessment be conducted for an additional charge.

**TREE CARE STANDARDS:** All work is to be performed in accordance with current American National Standards Institute (ANSI) Standard Practices for Tree Care Operations.

**OWNERSHIP OF TREES/PROPERTY:** Acceptance constitutes a representation and warranty that the trees and property referenced in this quote are either owned by the signee or that written permission has been received to work on trees which are not on the signee's property.

**TIME & MATERIAL (T&M):** Jobs performed on a T&M basis will be billed for the time on the job (not including lunch break), travel to and from the job, and materials used.

**BILLING & SALES TAX:** All amounts deposited with us will either be credited to your account or applied against any amounts currently due. Our invoices are due net 30 days from invoice date. Services may be delayed or cancelled due to outstanding account balances. Sales tax will be added as per local jurisdiction.

Clients claiming any tax exempt status must submit a copy of their official exempt status form including their exemption number in order to waive the sales or capital improvement tax.

**PAYMENT:** We accept checks and credit cards. Credit card payments may be made online at our web site. Paying by check authorizes us to send the information from your check to your bank for payment.

**UNDERGROUND PROPERTY:** We are not responsible for any underground property unless we have been informed by you or the appropriate underground location agency.

**SCHEDULING:** Job scheduling is dependent upon weather conditions and work loads.

# The Dalles Housing Needs Analysis

City Council Work Session

September 25, 2023

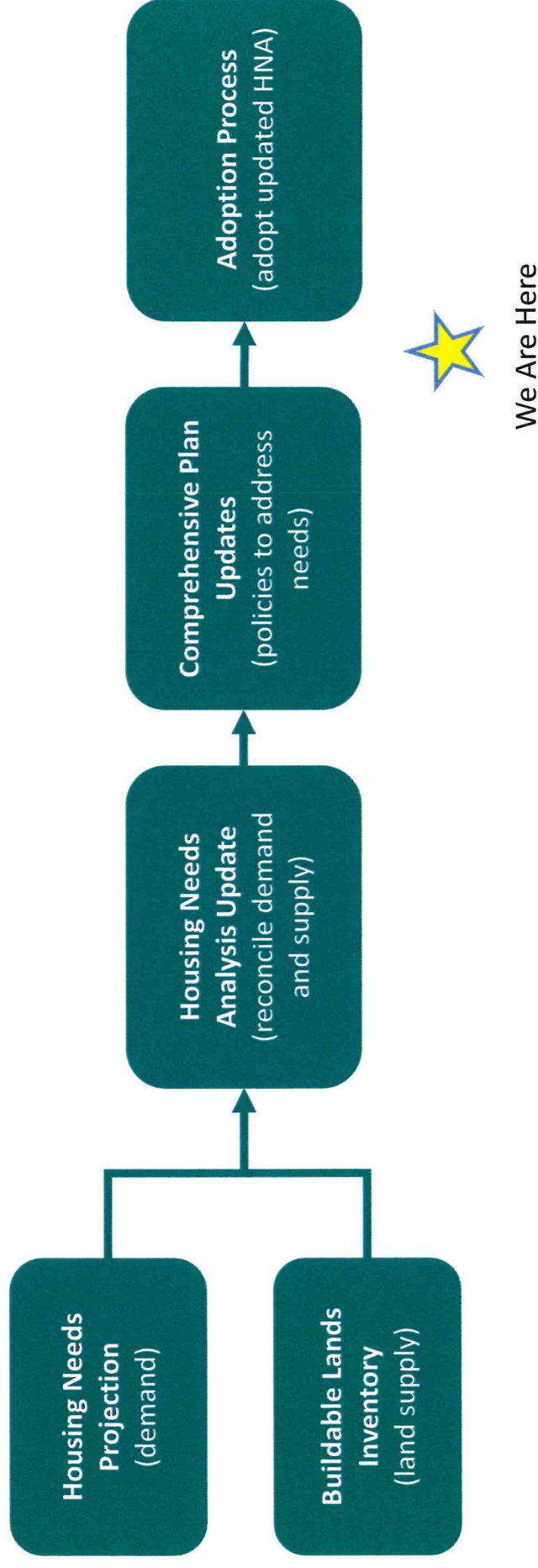




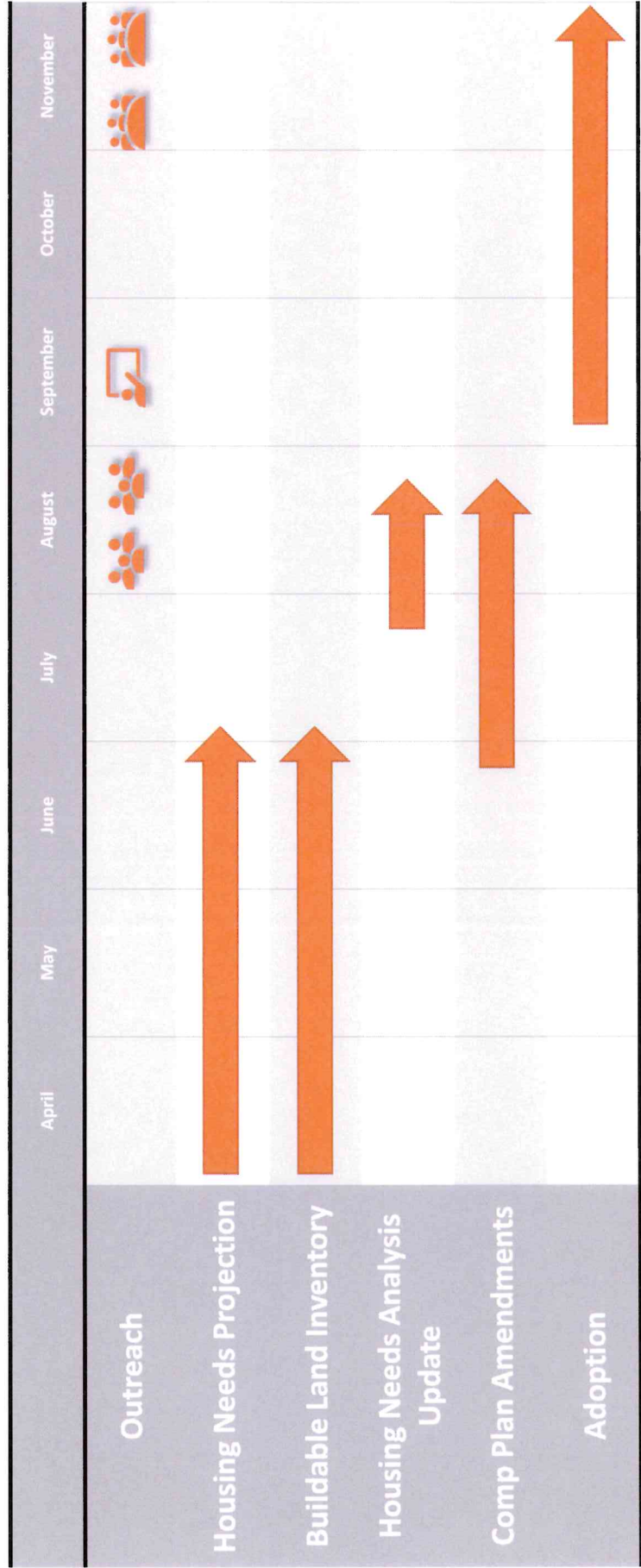
# Housing Needs Analysis Process



## Overview of Process



# Housing Needs Analysis Schedule



- Advisory Committee Meeting
- City Council Work Session
- City Council Public Hearing
- Planning Commission Public Hearing

# Housing Needs Projection



## Components of the HNA report

- Demographic Trends
- Housing Conditions
- Estimate of Current Housing Need (2023)
- Estimate of Future Housing Need (2043)



# Housing Needs Projection

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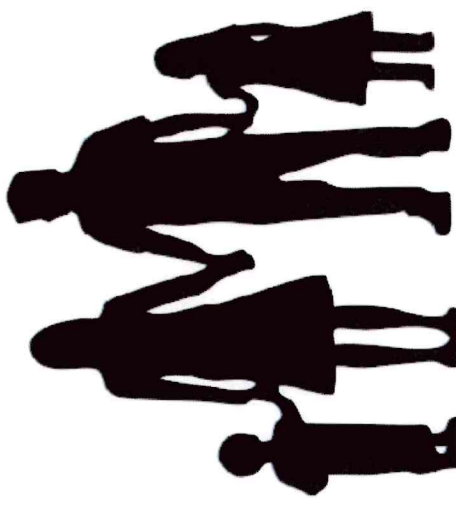
## **Data Sources**

### **Population and Growth**

- 2020 Census
- American Community Survey
- PSU Population Center
- PSU Pop. Forecast

### **Market and Other Data**

- Regional Multiple Listing Service
- 3rd Party Rental and Sales providers
- City/County/State
- Homeless data



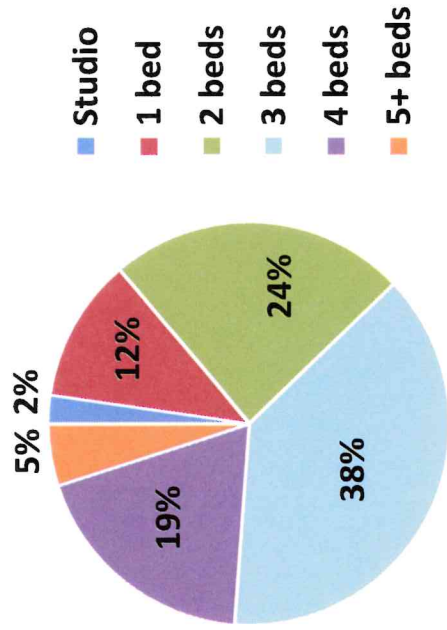
# Demographic and Housing Trends



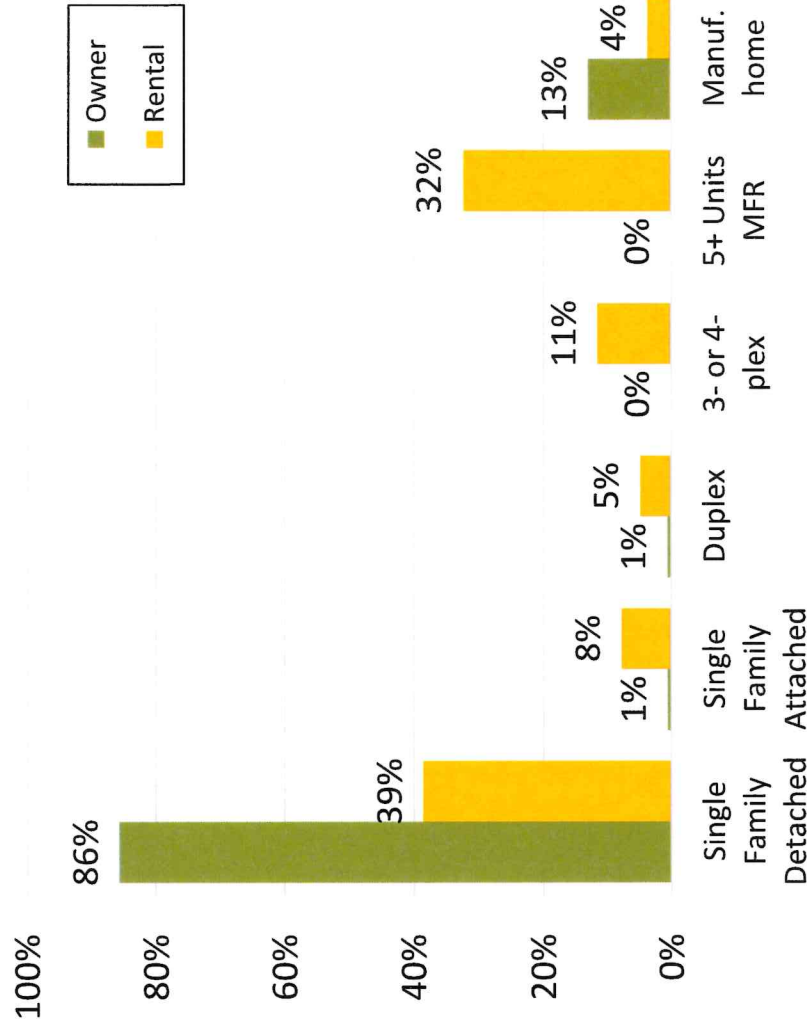
## Current Housing Conditions

- 62% owners; 38% renters
- 78% owned units = 3+ bedrooms
- 64% rented units = 2 beds or fewer

### Number of Bedrooms



## Housing Type by Tenure



# Demographic and Housing Trends



## Demographic Trends

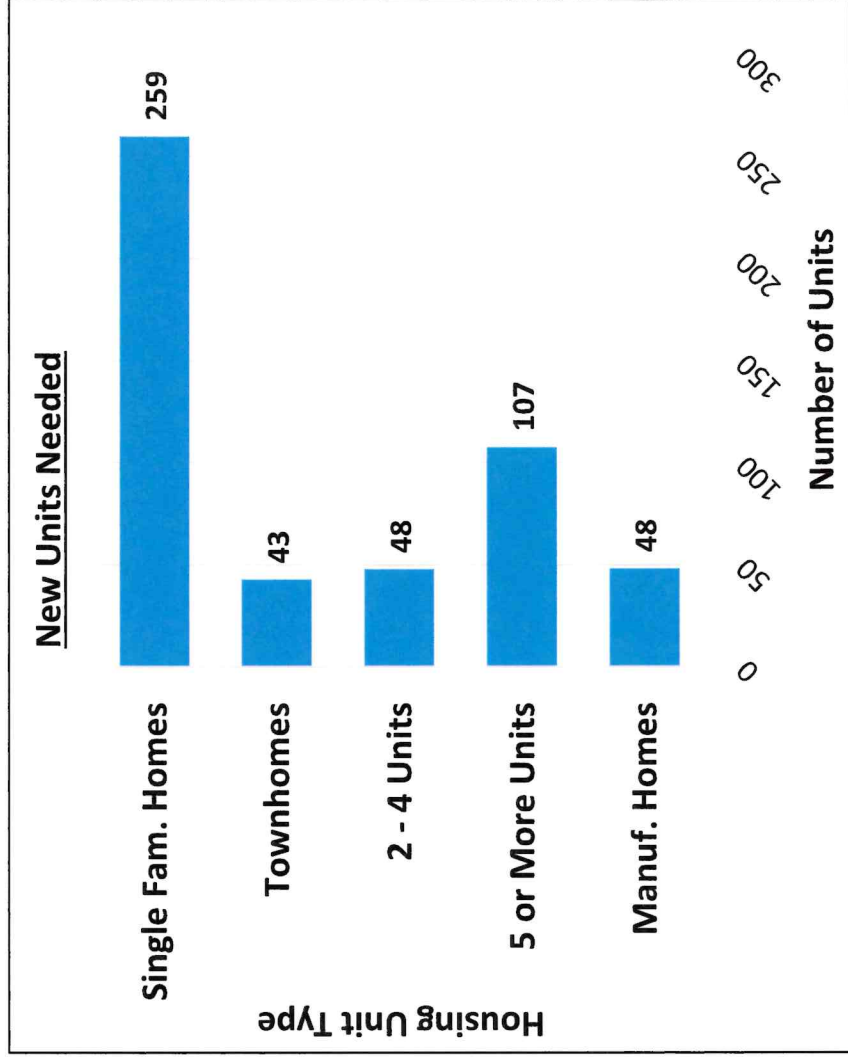
	2010	2023	Change ('10-'23)	2043	Change ('23-'43)
Population	15,800	17,550	+1,750 (11%)	18,600	+1,050 (6%)
Households	6,350	6,800	+450 (7%)	7,200	+400 (6%)
Housing Units	6,800	7,200	+400 (6%)	7,700	+500 (7%)

- Avg. growth rate (2010 – 2023): 0.8%
- Avg. future growth rate: 0.3%
- Avg. household size (2.5 people)
- 61% family households

# Housing Growth Projections

## Forecasted Housing Need (2043)

- New Units Needed: 505 units
- +7% growth in inventory
- 61% detached units
- Increase in MDR and apartments



# Housing Growth Projections

## *Private market development*

- Owner and rental housing at a wide range of prices
- Typically, does not address needs of households with the lowest incomes (particularly for new housing)
- Sells or rents at prices that reflect costs of construction and what market will bear



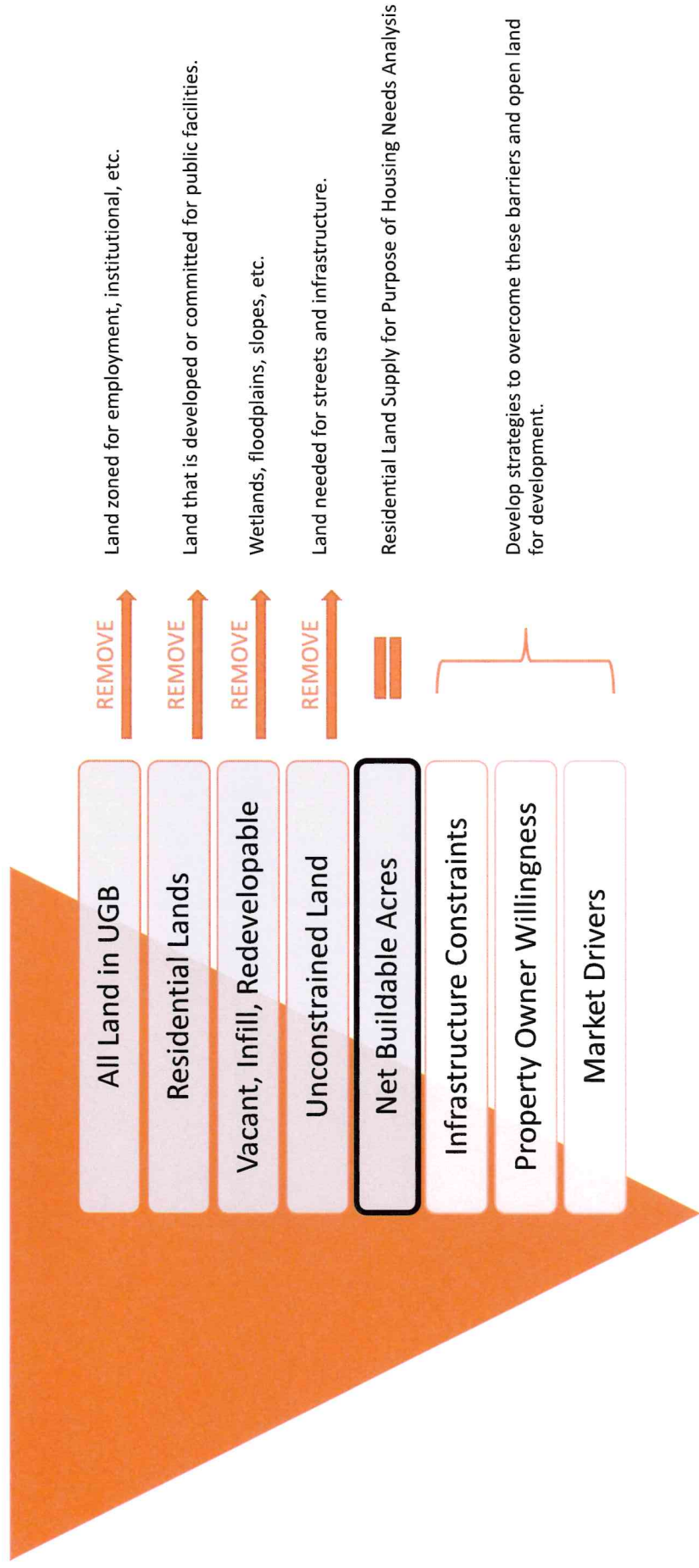
## *Non-profit/subsidized housing*

- Typically, addresses needs of low-income, very-low and extremely low-income households, 60% AMI and lower.
- Requires a variety of public subsidies & other strategies to sell or rent at affordable price points





# BLI: Land Supply Funnel



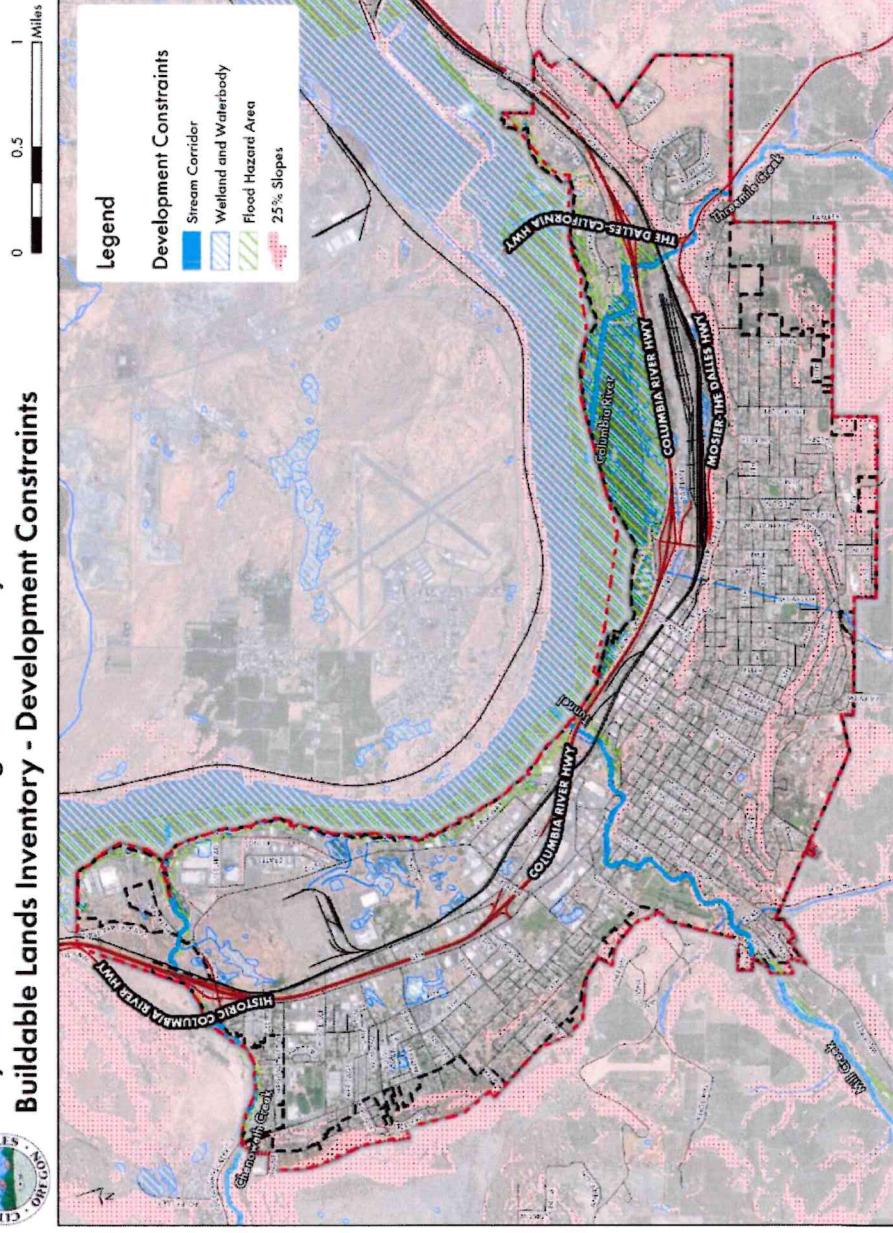
# BLI Step 2: Adjust for Environmental Constraints

Remove the following areas from residential areas

- Floodways and water bodies
- Special flood hazard area
- Contiguous lands of at least one acre with slopes greater than 25 percent



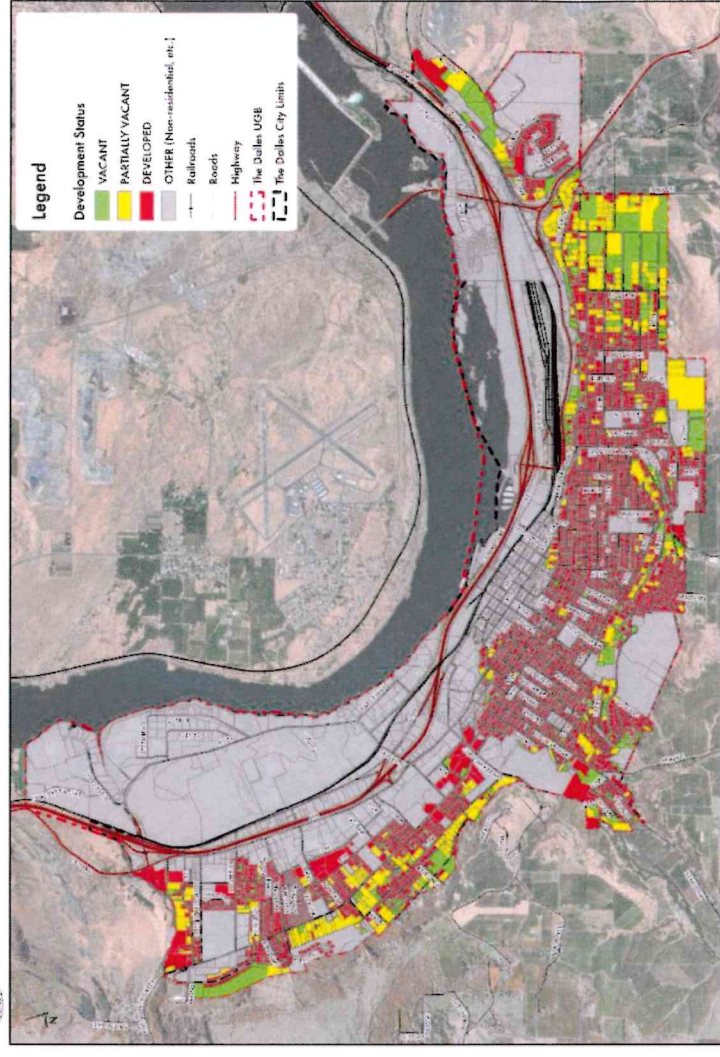
City of The Dalles Housing Needs Analysis  
Buildable Lands Inventory - Development Constraints



# BLI Step 3: Review and Revise



City of The Dalles Housing Needs Analysis  
Buildable Lands Inventory - Land Type



Zones and Development Status	Parcels		Total Acres		Environmentally Constrained Acres		Buildable Acres	
	Within City Limits	Outside City Limits	Within City Limits	Outside City Limits	Within City Limits	Outside City Limits	Within City Limits	Outside City Limits
<b>RH</b>	<b>281</b>	<b>17</b>	<b>140.4</b>	<b>27.2</b>	<b>34.7</b>	<b>1.3</b>	<b>79.4</b>	<b>21.6</b>
Vacant	185	1	51.3	3.9	16.2	0.4	34.9	3.5
Partially Vacant	96	16	89.2	23.3	18.5	0.9	44.5	18.1
<b>RM</b>	<b>61</b>	<b>18</b>	<b>38.8</b>	<b>13.5</b>	<b>5.8</b>	<b>2.4</b>	<b>24.2</b>	<b>4.8</b>
Vacant	35	9	11.0	1.6	2.7	0.1	7.5	1.1
Partially Vacant	26	9	27.9	12.0	3.1	2.3	16.7	3.6
<b>RL</b>	<b>288</b>	<b>92</b>	<b>209.1</b>	<b>170.0</b>	<b>79.8</b>	<b>42.1</b>	<b>85.4</b>	<b>109.3</b>
Vacant	179	35	75.9	86.3	29.7	23.4	41.7	62.3
Partially Vacant	109	57	133.1	83.6	50.2	18.6	43.7	47.0
<b>(GMA)R-5*</b>	<b>0</b>	<b>2</b>	<b>0.0</b>	<b>17.3</b>	<b>0.0</b>	<b>12.3</b>	<b>0.0</b>	<b>5.0</b>
Vacant	0	2	0.0	17.3	0.0	12.3	0.0	5.0
<b>(GMA)R-1*</b>	<b>1</b>	<b>0</b>	<b>1.0</b>	<b>0.0</b>	<b>0.5</b>	<b>0.0</b>	<b>0.5</b>	<b>0.0</b>
Vacant	1	0	1.0	0.0	0.5	0.0	0.5	0.0
<b>Grand Total</b>	<b>631</b>	<b>129</b>	<b>389.3</b>	<b>228.0</b>	<b>120.9</b>	<b>58.1</b>	<b>189.5</b>	<b>140.7</b>

# Comparison of Land Need & Supply

**FIGURE 5.3: COMPARISON OF FORECASTED FUTURE LAND NEED (2042) WITH AVAILABLE CAPACITY**

WITHIN CITY LIMITS		SUPPLY			DEMAND	
		Developable Acres	Unit Capacity	Gross Density (units/ac)	New Unit Need (2043)	Growth Rate (0.3%) Surplus or (Deficit) Units Acres
Zone & Plan Category	Typical Housing Type					
RL - Low-Density	Single-family detached and attached; Duplex	194.7	1,095	5.6	267	828 147
RM - Med-Density	Single-family detached and attached; Duplex; Cluster; Multi-family; Mobile Homes	29.0	348	12.0	131	217 18
RH - High-Density	Single-family detached and attached; Duplex; Cluster; Multi-family	101.0	1,894	18.8	107	1,786 95
<b>TOTALS:</b>		<b>324.7</b>	<b>3,337</b>	<b>10.3</b>	<b>505</b>	<b>2,832 261</b>

Sources: MIG/APG, Johnson Economics

# Comparison of Land Need & Supply



## Factors Considered in Estimating Capacity/Densities

- Lot sizes and densities allowed by City code
- Mix of housing types needed
- Typical development practices
- Pattern of existing residential lots



# Comprehensive Plan Housing Chapter Update

- Background Information and Findings
- Goals and Policies
- Implementation Strategies



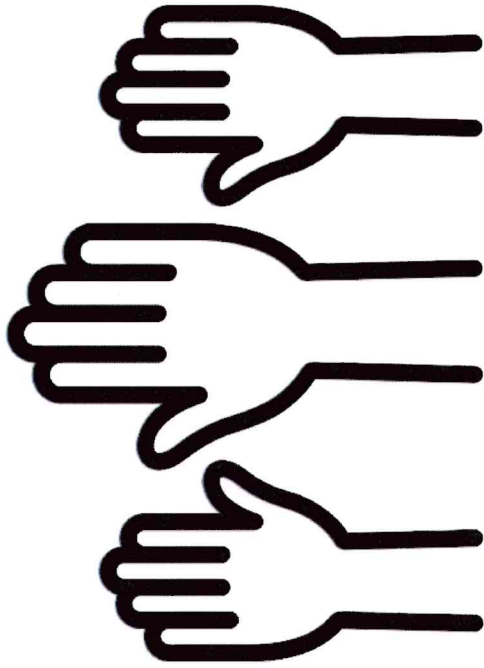
# Comprehensive Plan Housing Chapter Update



## Revisions to Goals and Policies

- Address HNA needs and findings
- Incorporate housing planning best practices
- Eliminate outdated information
- Eliminate duplicative policies
- Ensure policies are “courses of action”
- Eliminate policies that equate to specific standards
- Refer to adopted supporting documents
- Incorporate other community goals and objectives

## Questions and Discussion





# Next Steps

- Refine Findings & Recommendations
- Hold Public Hearings (PC and CC)

