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Regular City Council Meeting  
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MINUTES

CITY COUNCIL MEETING  
COUNCIL CHAMBER, CITY HALL  
OCTOBER 9, 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

**COUNCIL ABSENT:** None

**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, Human Resources Director Daniel Hunter

**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 Amie Ell. Long, McGlothlin, Runyon, Randall, Richardson present.

**PLEDGE OF ALLEGIANCE**

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

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

**APPROVAL OF AGENDA**

Mayor Mays noted the agenda had two additions; Item # 5A a presentation by Representative Jeff

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Helfrich, and Item # 10A a Contract Review Board Action Item to approve a PSA Extension Amendment with Precision Approach Engineering and authorize the City Manager to sign Task Orders 16 and 17 with Precision Approach Engineering.

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

### **PRESENTATIONS PROCLAMATIONS**

State Representative Helfrich for House District 52 said he brought \$62 million back to the District, \$30 million for Clackamas County jail and \$20 million for the White Salmon Hood River bridge. He explained the decision to fund this bridge and not others.

Helfrich said for Wasco County \$41,000 would be going to the Civic Auditorium for lighting and sound. He said \$5.5 million would go to the Columbia Gorge Community College (CGCC) aviation maintenance program. He said jobs created from this 18-month program would have salaries around \$80,000. He recognized the work done by Dan Spatz on the project with CGCC.

Mayor Mays asked Helfrich to speak about his recent promotion.

Helfrich said he had accepted the position of Oregon House of Representatives Republican Leader, replacing Representative Vikki Breese Iverson.

Helfrich said his willingness to work across the aisle on bipartisan efforts such as House Bill 2001 had served him well. He said the bill had provided \$30 million for the federally identified 8<sup>th</sup> Continuum of Care. He said another \$5 million from this bill is to help fruit growers update workforce housing to be compliant with new Oregon Occupational Safety and Health (OSHA) requirements.

Councilor Richardson asked Leader Helfrich to share his thoughts on revising or reviewing Senate Bill 48 and Measure 110.

Helfrich said Measure 110 had good intentions to help to people affected by drugs, but the money for the help did not get to them as needed because it was held up in bureaucracy. He said the failure of Measure 110 was allowing the decriminalized of hard drugs.

Helfrich said a Joint Task Force was working to look at a variety of fixes for problems including the re-criminalization of drugs and what that would do to the criminal justice system.

Helfrich said the Task Force would begin meeting weekly next week. He said he believed the Task Force would not have fixes in the short session which comes up the beginning of February but they would have fixes by next November.

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Richardson said he would like to see the Task Force set up their meetings on streets affected in Portland and The Dalles to create urgency. He said as a citizen he does not feel there is a sense of urgency from legislators, insurance regulators, and health authorities. He invited Helfrich to walk the areas affect with the Mayor, City Manager, or Police Chief to get a clearer sense of what is happening.

Richardson said the capacity to help those with emotional and mental conditions is not there. He said some people are bad actors and we do not have the capacity to redirect and penalize bad behavior.

Richardson said effective work is being done locally and regionally to address houselessness. He said a shortage of professional workers to help with mental health, behavioral health, and drugs is a state-wide problem that needs to be addressed.

Helfrich said he had firsthand experience working in law enforcement and he encourages other legislators to ride-along with police and to go out into communities to experience what is happening. He shared examples of what he had seen while working in law enforcement.

Helfrich explained issues with the justice system being addressed in House Bill 48.

Mayor Mays thanked Helfrich for his presentation.

## **AUDIENCE PARTICIPATION**

Russ Brown 903 E 14<sup>th</sup> St. Brown said the location around the St. Vincent de Paul meal site is not clean or safe. He said that the cruise ships had removed the historic court house from their itinerary because to the conditions in the area. He asked when the city was going to act.

Mayor Mays said that the complaint had been filed by The City of The Dalles.

City Attorney Jonathon Kara said the default position of the City when there is active litigation is no comment. He said he could answer as a general question about legal process. He said when a plaintiff serves a lawsuit the defendant has 3 days to respond. Depending on what the answer is from the defendant, the timeline could go in many different directions. There is more likely to be an answer the question a month from now.

Lisa Farquharson, CEO The Dalles Area Chamber of Commerce said the Chamber had received a community grant from Google to pay for a specialized training open to all non-profits in The Dalles. The purpose of the training will be to help non-profits better understand the rules and difference between boards, committees and staff. She said this will include training about board

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member fiduciary liability, insight into the volunteer board member, responsibilities, governance, leadership structure, development and evaluation of organizations. She said the goal is to have healthier structured non-profits to avoid emergency situations as our community needs the services the non-profits offer. She said there will be opportunities for follow-up one to one sessions. The training will be on October 19<sup>th</sup> from 9:00 to 11:30.

Randy Cole of 816 E 20<sup>th</sup> St. said in 1974 he and his neighbors had asked the Mayor and City Council for permission to use a landlocked piece of property as a community garden. He said new residents had recently moved into the neighborhood and wanted to get the City's re-assurance they could continue to do this. He said the neighborhood had maintained it as a green space and a fire block since 1974.

Cole provided a letter signed by 14 residents of 7 addresses as well as a map showing the described location and space (see attached).

Mayor Mays said this would be turned over to the appropriate staff for follow up.

City Manager Matthew Klebes asked Cole to take a City Manager business card and make contact and provide his contact information.

Kara asked if Cole had a copy of the lease from 1974.

Cole said they had never received an official lease but he had a newspaper article written about the agreement that he would share with the City Attorney.

**CITY MANAGER REPORT**

City Manager Matthew Klebes reported:

- Final weld of Dog River Pipeline happening this week
- Was on KODL radio
- Local Government Academy begins next week
- Staff participating in leadership training this week

**CITY COUNCIL REPORTS**

Richardson

- Nothing to report

Runyon

- Nothing to report

McGlothlin

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- Nothing to report

Randall

- Historic Landmarks Commission meeting
  - Approved new mural painting on 103 E 3<sup>rd</sup> St
- Q-Life Board meeting
- League of Oregon Cities conference this week

Long

- Planning meeting with Joshua Chandler, Community Development Director to plan Urban Renewal Agency meeting

Long said the way in which homeless are using shopping carts now compared to the past has changed. She said carts are no longer being used just to move belongings and then being abandoned empty. Now the use of carts appears to be to keep and store their belongings.

Long said because of this, she was seriously rethinking the shopping cart ordinance proposed by the city.

Mayor Mays

- KACI radio with Mark Bailey
- Attended City Clerk Izetta Grossman's retirement celebration
- Spoke to Kiwanis club
- Additional new mural on the von Borstel building

## **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, Randall, McGlothlin, Runyon voting in favor; none opposed.

Items approved on the consent agenda were: The minutes of the September 25, 2023 Regular City Council Meeting.

## **CONTRACT REVIEW BOARD**

Matthew Klebes presented the staff report for Jeff Renard, Airport Manager.

It was moved by Long and seconded by Randall to Authorize the City Manager to sign the PSA Extension Amendment with Precision Approach Engineering and authorize the City Manager to

sign Task Orders 16 and 17 with Precision Approach Engineering. The motion carried 5 to 0, Long, Randall, Richardson, Runyon, McGlothlin voting in favor; none opposed.

**ACTION ITEMS**

Creation of an Information Technology Department

City Manager Matthew Klebes presented his staff report.

Long asked David Collins, IT Manager why recommendations were made and the benefits of doing this.

Collins said he could not go into detail because of security reasons in a council meeting. He said that he would be able to explain in a different setting.

Long asked if this meant the reasons were for a security need.

Collins said yes, there is a need for ongoing security work and the City Manager concurs.

Richardson said there has been months of conversation about this with staff and council. He asked if there was a line item for this change.

Klebes said it was not initially budgeted. He said time was allowed for the new IT manager to assess the need for changes. He said he had anticipated there would be a need for additional IT resources to continue to support City functions moving forward and to protect against cyber-attacks observed in other cities and counties across the state and country.

Richardson asked for Human Resources Director Daniel Hunter to describe how the wage scale had been determined for the proposed position.

Hunter said comparable wages were explored across the public sector. He said looking at communities our size was more difficult as many are contracting out these services.

Runyon asked if we were currently contracting out services.

Klebes said not currently. He said the City had used a consultant to help with the transition of managers and to assess the current system.

Long said that the City recognized the need for additional cost to fix gaps and risks in the system.

Klebes said talks had occurred with the insurance agent to ensure the City meets requirements for

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cyber security in order to maintain adequate and proper insurance coverage.

It was moved by Richardson and seconded by Long to adopt the October 9, 2023 Wage Table, adding an IT Department Director and Systems Administrator. The motion carried 5 to 0, Richardson, Long, McGlothlin, Randall, Runyon voting in favor; none opposed.

Resolution No. 23-034 Authorizing Transfers of Funds Between Various Departments of the General Fund of The City of The Dalles For Fiscal Year 2023-24

Finance Director, Angie Wilson presented the staff report.

It was moved by Richardson and seconded by McGlothlin to adopt Resolution No. 23-034 Authorizing Transfers of Budgeted Amounts between Categories of Various Departments of the City of The Dalles Budget, Making Appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2024. The motion carried 5 to 0: Richardson, McGlothlin, Randall, Runyon, Long in favor; none opposed.

Resolution No. 036 Amending The City Of The Dalles Vertical Housing Development Zone's Policy and Procedures

Chandler presented the staff report.

Long asked for clarification on what up to date on taxes meant.

Chandler said all taxes up to the current year would have to be paid.

Richardson asked if the requirement of commercial space was something that could be reviewed and adjusted.

Chandler said the commercial Space requirement comes from the State and cannot be changed.

It was moved by Runyon and seconded by Randall to adopt Resolution No. 23-036 adopting policies and procedures for the Vertical Housing Zone. The motion carried 4 to 0: Runyon, Randall, Richardson, Long in favor; none opposed; McGlothlin did not vote.

**DISCUSSION ITEMS**

Conceptual Federal Street Plaza

Klebes presented the staff report.

Mayor Mays asked if the Federal Street Plaza concept had been discussed at Urban Renewal since the initial talks about 4 years ago.

Long said Urban Renewal had decided to wait to work on the plaza plans until after the Tony's building demolition. She said the Urban Renewal Agency would be moving forward with discussions at their meeting on October 17<sup>th</sup>.

Klebes said proposals for Tony's building site would be required to address how they would complement the plaza. He said the city would maintain the plaza.

Runyon said he is not in favor of grass in the plaza after a discussion with the previous police chief about grass areas becoming a downtown nuisance.

Long said a letter received suggested the plaza as a location for a public loo site. She said she would forward the letter to the City Clerk, who would share with City Council.

Mayor Mays said he would expect this item to return to City Council after Urban Renewal had proposed a plan.

Richardson said he is in support.

Mayor Mays said he is in support.

Klebes said this is an opportunity to create a comfortable public space inviting people to visit and remain in the downtown area which would benefit business.


Mayor Mays said the consensus from Council was to move forward with planning a Federal Street Plaza.


**ADJOURNMENT**

Being no further business, the meeting adjourned at 7:30 P.M.

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Submitted by/  
Amie Ell, City Clerk

SIGNED:   
Richard A. Mays, Mayor

ATTEST:   
Amie Ell, City Clerk



DEAR THE DALLES CITY COUNCIL, THIS PETITION IS BEING PRESENTED IN OUR BEHALF BY MR. RANDY COLE,  
IN 13E 10B0400  
WE THE UNDERSIGNED WHOM HAVE PROPERTY ADJACENT TO THE CITY LOT # 400 WHICH IS SOUTH OF OUR ACRES  
PROPERTIES, WHICH CONSIST OF .74 ACRES, DO HEREBY APPEAL TO THE DALLES CITY COUNCIL FOR PROTECTION OF  
OUR ADJACENT PROPERTIES, BY ALLOWING THESE UNDERSIGNED ADJACENT PROPERTY OWNERS TO LEASE FOR \$1.00  
YEARLY, THIS .74 ACRES OF CITY OWNED PROPERTY. 14078



WITH THE UNDERSTANDING THAT SAID CITY PROPERTY WILL BE MAINTAINED AT OUR OWN EXPENSE WITH NO  
ENCUMBRANCE TO THE DALLES. FORTH WHICH FIRE PROTECTION CAN BE MANAGED.

IN 1977, THIS CITY PROPERTY WAS LEASED TO THE UNDERSIGNED, MR. RANDY COLE, WHICH AT THAT TIME WAS FOR A  
COOPERATIVE GARDEN FOR THE ADJACENT PROPERTY OWNERS, AND HAS BEEN TAKEN CARE OF BY THE ADJACENT  
PROPERTY OWNERS EVER SINCE.

IN 1978, MAYOR SKOV UPON RECEIVING OUR PETITION TO RENEW THE LEASE STATED THAT IT WAS NOT NECESSARY AS  
THIS WAS A LAND LOCKED PIECE OF CITY PROPERTY THAT ONLY THE ADJACENT OWNERS HAD ACCESS TOO. SINCE 1977,  
WE HAVE BEEN MAINTAINING IT.

WITH NEW OWNERS ON SOME OF THE ADJACENT PROPERTIES, THIS PETITION IS TO ALLOW THEM THE CONFIDENCE  
AND REASSURANCE THAT WE CAN MAINTAIN THIS LOT.

RESPECTFULLY SUBMITTED THE UNDERSIGNED,

- 812/20  
1. 
- 816/20  
2. Jeff Stiles
- 816/20  
2. Randy & Barbara Cole
- 904/08  
2. 
- 904/08  
3. Bill Wright
- 908/04  
4. Chris Scully
- 912/19  
4. C Scully
- 912/19  
5. Anna McDure
- 912/19  
5. Anna McDure
- 114/16  
6. Anna Thomas
- 114/16  
6. Anna Thomas
- 920/14  
7. Kim Brusco
- 920/14  
7. Jim Bruno

**ENGINEERS CERTIFICATE;**

I, Donald J. Branton, registered professional engineer for the State of Oregon, being first duly sworn, depose and say that I have correctly surveyed and marked with legal monuments the land represented on the annexed plat of Orchard Hills Addition to Dallas City in Wasco County, Oregon; that a 2"x36" galvanized iron pipe was set at the initial point, said initial point being 1167.45 feet North and 629.36 feet West of the center 1/4 corner of Section 10, Twp. 13N., Range 13E., W.M., said initial point further being the Southeast corner of Lot 10, Block D, of Hillcrest Addition, that the properties platred are described as follows:

Beginning at the annexed initial point, thence N 15° W, 591.76 feet; thence S 70° 10' E, 490.96 feet; thence S 89° 30' W, 200.50 feet; thence S 70° 30' E, 24.15 feet; thence S 19° 30' W, 100.0 feet; thence N 70° 30' W, 91.11 feet; thence S 19° 30' W, 100.0 feet; thence N 70° 30' W, 15.06 feet; thence S 19° 30' W, 150.0 feet; thence S 70° 30' E, 157.03 feet; thence S 2° 04' E, 34.38 feet; thence S 89° 10' W, 327.0 feet; thence N 15° W, 165.7 feet to the point of beginning of this description.

Subscribed and sworn before me this 11<sup>th</sup> day of Sept. 1962.

*James P. Branton*  
Notary Public for the State of Oregon  
My commission expires Jan 3, 1964

The annexed plat of Orchard Hills Addition was examined and approved this 22<sup>nd</sup> day of Oct. 1962.

*James P. Branton*  
Dallas City Engineer

I, C. A. Wood, Assessor of Wasco County, hereby certify that I have examined the annexed plat of Orchard Hills Addition and that the names adopted for said plat is a proper name and not included in any other Addition of Wasco County, and that all taxes and assessments due thereon have been fully paid and I hereby approve said plat.

*C. A. Wood*  
Wasco County Assessor

The annexed plat of Orchard Hills Addition was examined and approved this 25<sup>th</sup> day of October, 1962.

*James P. Branton*  
Wasco County Surveyor

The annexed plat of Orchard Hills Addition was examined and approved this 31<sup>st</sup> day of October, 1962.

*W. J. Seufert*  
Chairman Dallas City Planning Commission

The annexed plat of Orchard Hills Addition was examined and approved this 31<sup>st</sup> day of October, 1962.

*W. J. Seufert*  
Wasco County Judge

*W. J. Seufert*  
County Commissioner

*W. J. Seufert*  
County Commissioner

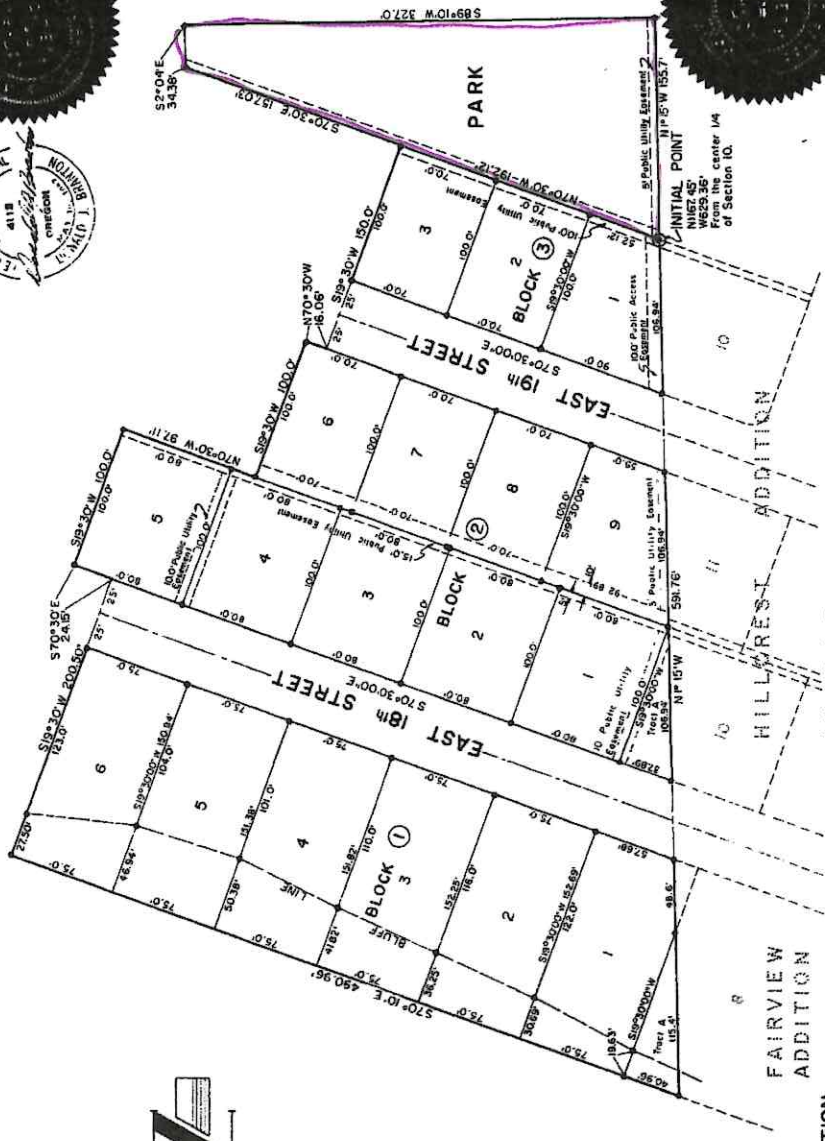
On this 11<sup>th</sup> day of November, 1962, before me appeared Wm. N. Diebschneider and Edna-Anne Diebschneider, both to me personally known, who being duly sworn, did say that he, the said Wm. N. Diebschneider is the President, and she, the said Edna-Anne Diebschneider is the Secretary of W. J. Seufert Land Company the within named Corporation, and that the seal affixed to the said instrument is the corporate seal of said corporation, and that the said instrument was signed and sealed in behalf of Wm. N. Diebschneider and Edna-Anne Diebschneider acknowledged said instrument to be the free act and deed of said corporation.

*Wm. N. Diebschneider*  
By *Edna-Anne Diebschneider*  
Notary Public for the State of Oregon  
My commission expires 12-24-62

*Wm. N. Diebschneider*  
Edna-Anne Diebschneider  
Wasco County Clerk

**PLAT OF  
ORCHARD HILLS ADDITION  
TO THE CITY OF  
THE DALLES, WASCO COUNTY, OREGON**

IN THE  
NW 1/4 SECTION 10, TWP 13N., RANGE 13E., W.M.  
SCALE 1" = 60.0'



**DEDICATION;**

We, George R. Ritter and Gerda Ritter, husband and wife and E. H. Watkins and Marie Watkins, husband and wife and Richard M. Weber and Maud Weber, husband and wife and Lee Stewart and Dorothy Stewart, husband and wife and D. S. Elwood, general guardian of Otis Deimar Martin Jr., an incompetent person, and Shirley L. Martin wife of Otis Deimar Martin Jr., an incompetent person, and Shirley L. Martin the wife of Otis Deimar Martin Jr., and the W. J. Seufert Land Company an Oregon corporation as owners in fee simple of the land shown on the annexed plat and more particularly described in the engineers certificate hereto attached, hereby dedicate to the public forever all parks, streets, and easements shown on such plat and that we declare the annexed plat of Orchard Hills Addition to Dallas City to be a correct plat as located in Section 10, Twp. 13N., Range 13E., W.M.

By *George R. Ritter*  
By *E. H. Watkins*  
By *Richard M. Weber*  
By *Lee Stewart*  
By *D. S. Elwood*  
By *Shirley L. Martin*  
By *Marie Watkins*  
By *Maud O. Ritter*  
By *Dorothy Stewart*  
By *Shirley L. Martin*  
By *W. J. Seufert*  
W. J. Seufert Land Company  
By *Wm. N. Diebschneider*  
By *Edna-Anne Diebschneider*  
Secretary

On this 22<sup>nd</sup> day of November, 1962, before me a Notary Public for the State of Oregon, personally appeared Richard M. Weber and Maud Weber, husband and wife and Lee Stewart and Dorothy Stewart, husband and wife and D. S. Elwood, general guardian of Otis Deimar Martin Jr., an incompetent person, and Shirley L. Martin wife of Otis Deimar Martin Jr., an incompetent person, and Shirley L. Martin the wife of Otis Deimar Martin Jr., an incompetent person, and Shirley L. Martin the wife of Otis Deimar Martin Jr., and the W. J. Seufert Land Company an Oregon corporation as owners in fee simple of the land shown on the annexed plat and more particularly described in the engineers certificate hereto attached, hereby dedicate to the public forever all parks, streets, and easements shown on such plat and that we declare the annexed plat of Orchard Hills Addition to Dallas City to be a correct plat as located in Section 10, Twp. 13N., Range 13E., W.M.

Notary Public for the State of Oregon  
My commission expires 11-14-62