

AGENDA**REGULAR CITY COUNCIL MEETING****FEBRUARY 10, 2025****5:30 p.m.****CITY HALL COUNCIL CHAMBER****313 COURT STREET****&****LIVE STREAMED****https://www.thedalles.org/Live_Streaming**

To speak online, register with the City Clerk no later than noon the day of the council meeting. When registering include: your full name, city of residence, and the topic you will address.

Upon request, the City will make a good faith effort to provide an interpreter for the deaf or hard of hearing at regular meetings if given 48 hours' notice. To make a request, please contact the City Clerk and provide your full name, sign language preference, and any other relevant information.

Contact the City Clerk at (541) 296-5481 ext. 1119 or amell@ci.the-dalles.or.us.

1. CALL TO ORDER
2. ROLL CALL OF COUNCIL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. PRESENTATIONS/PROCLAMATIONS
 - A. Gorge Transit 2025 Regional Update
 - B. Historic Landmarks Commission 2025 Goals
 - C. Federal Street Plaza Update and Open House
6. AUDIENCE PARTICIPATION

During this portion of the meeting, anyone may speak on any subject which does not later appear on the agenda. Up to three minutes per person will be allowed. Citizens are encouraged to ask questions with the understanding that the City can either answer the question tonight or refer that question to the appropriate staff member who will get back to you within a reasonable amount of time. If a response by the City is requested, the speaker will be referred to the City Manager for further action. The issue may appear on a future meeting agenda for City Council consideration.

CITY OF THE DALLES

"By working together, we will provide services that enhance the vitality of The Dalles."

7. CITY MANAGER REPORT

8. CITY COUNCIL REPORTS

9. CONSENT AGENDA

Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the City Council to spend its time and energy on the important items and issues. Any Councilor may request an item be “pulled” from the Consent Agenda and be considered separately. Items pulled from the Consent Agenda will be placed on the Agenda at the end of the “Action Items” section.

A. Approval of the January 27, 2025 Regular City Council Meeting Minutes

10. ACTION ITEMS

A. General Ordinance No. 25-1410 Amending Certain Provisions of TDMC Chapter 6.04 (Traffic Control)

B. Engineer of Record for the Airport

C. Assistant City Manager Position Proposal

11. EXECUTIVE SESSION

In accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

A. Recess Open Session

B. Reconvene Open Session

C. Decision, if any

12. ADJOURNMENT

This meeting conducted VIA Zoom

Prepared by/
Amie Ell
City Clerk

CITY OF THE DALLES

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CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

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

PRESENTATION

AGENDA LOCATION: Item #5B & C

MEETING DATE: February 10, 2025

TO: Honorable Mayor and City Council

ISSUE: Attachments for Presentations

B. **ITEM**: City of The Dalles Historic Landmarks Commission 2025 Goals.

ATTACHMENT: City of The Dalles Historic Landmarks Commission 2025 Goals

C. **ITEM**: Federal Street Plaza Update and Open House

ATTACHMENTS: Federal Street Plaza Design – Scheme A, River City; Federal Street Plaza Design – Scheme B, Basalt; Federal Street Plaza Open House Flyer

City of The Dalles
Historic Landmarks Commission
2025 Goals

Short-Term Goals (1-2 years):

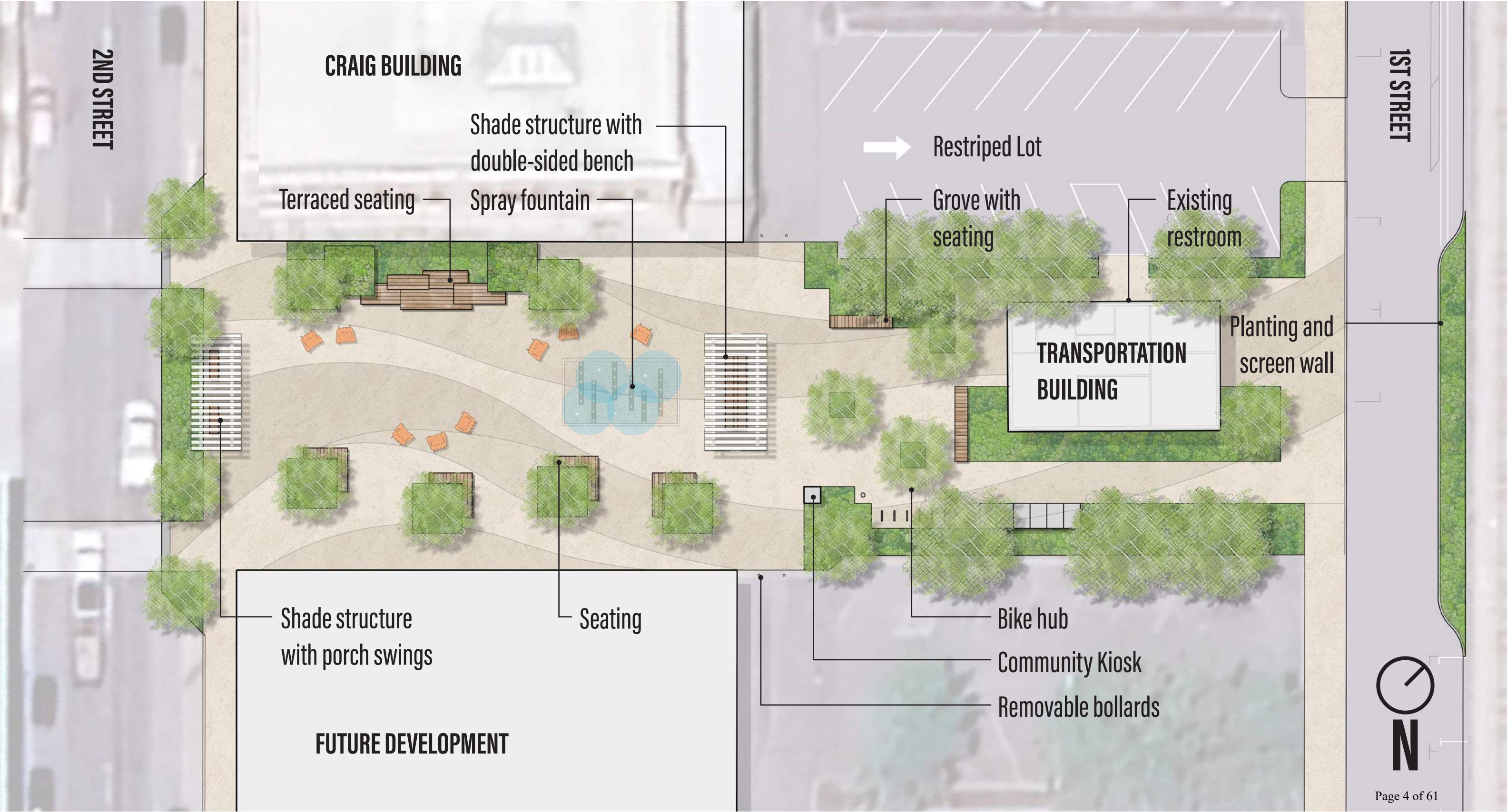
1. Update Historic Ordinance and Design Standards to be clear and objective.
2. Encourage the addition of a student representative on the Historic Landmarks Commission.
3. Apply for a grant to create a Preservation Plan for The Dalles.
4. Develop a concept design for new historic building plaques and promote their fabrication and installation throughout the community.
5. Support the creation of tours of historic properties, including the Pioneer Cemetery.
6. Encourage the restoration and preservation of the Pioneer Cemetery and establish an inventory available on the City of The Dalles website.
7. Encourage the restoration of the upstairs windows of the Waldron-Gitchell Building.
8. Update historic inventories and encourage new nominations to local and national registries, including the addition of Amotan Field.
9. Research the historical significance of the “Rock House” and former railroad structures along East Second Street near Brewery Grade Overpass.

Continuous Goals:

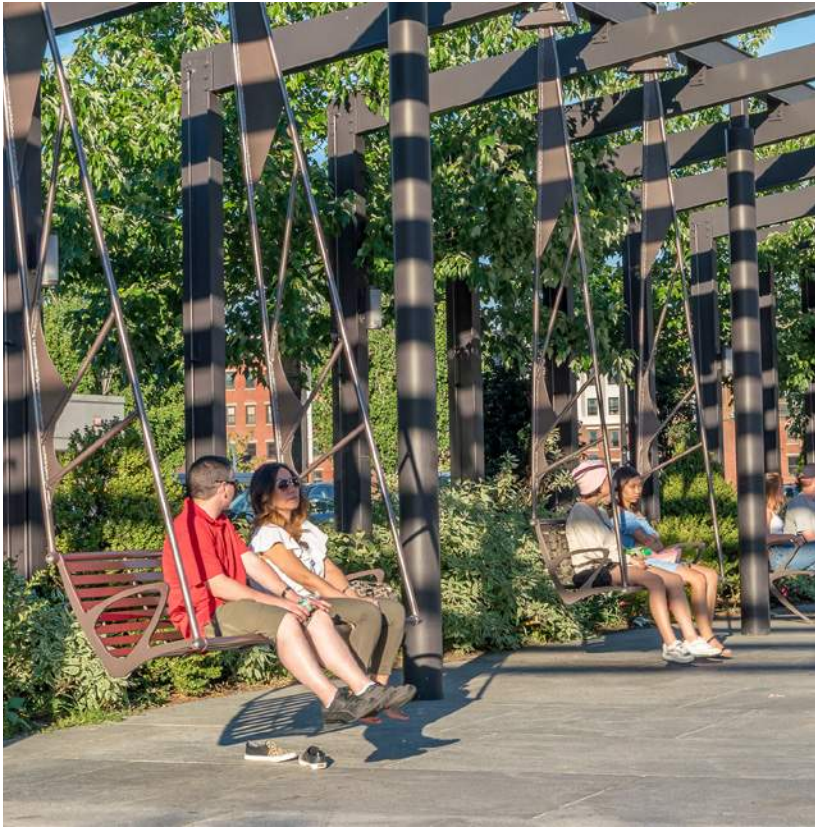
10. Provide a historic restoration workshop for local homeowners and contractors.
11. Provide landscaping, informational signage, and maintenance of the Pioneer Cemetery.
12. Encourage preservation and re-use of the Waldron-Gitchell Building.
13. Collaborate with Main Street and The Dalles Art Center on further downtown restoration project goals.
14. Make historic preservation educational and funding resources available online to assist restorers with assessment and other historic preservation needs.
15. Provide annual recognition of historic restorations at the annual goal setting meetings.
16. Provide onsite acknowledgements for notable restorations.
17. Encourage historic restoration for downtown by providing historic background research.
18. Encourage the collection and preservation of local history, including irreplaceable oral and written histories.

19. Support Historic Preservation Month, local historic preservation, and educational workshops.
20. Assist with historic plaque costs and availability.
21. Keep the Historic Walking Tour current in all formats.
22. Increase communication on all Urban Renewal and Main Street projects, vision and goals.
23. Provide optional historic and procedural commissioner trainings.
24. Support the Fort Dalles/Anderson Homestead Museum and the Vehicle Storage Display Building.
25. Support and advocate for the preservation and continued use of The Dalles High School and Colonel Wright Elementary School.
26. Encourage continued preservation and compatible infill of Historic Chinatown.
27. Encourage preservation and continued use of Rock Fort by following the adopted Preservation and Maintenance Plan.
28. Continue to support, advocate, and preserve historic properties throughout the community.

SCHEME A - RIVER CITY



SCHEME A - RIVER CITY



SCHEME A - RIVER CITY



SCHEME A - RIVER CITY



SUMMER 10:00

SCHEME A - RIVER CITY



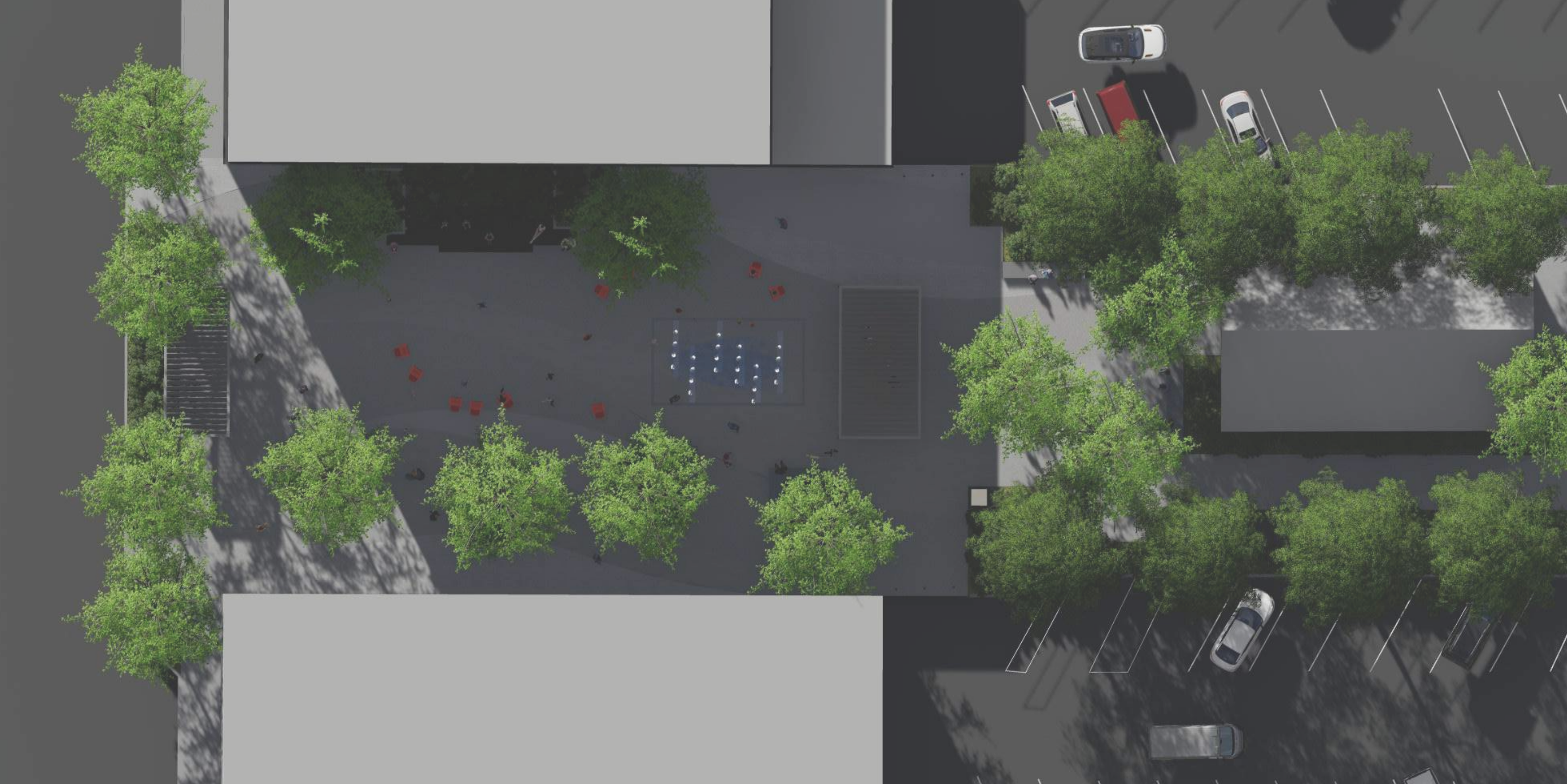
SUMMER 14:00

SCHEME A - RIVER CITY



SUMMER 16:00

SCHEME A - RIVER CITY



SUMMER 18:00

SCHEME A - RIVER CITY



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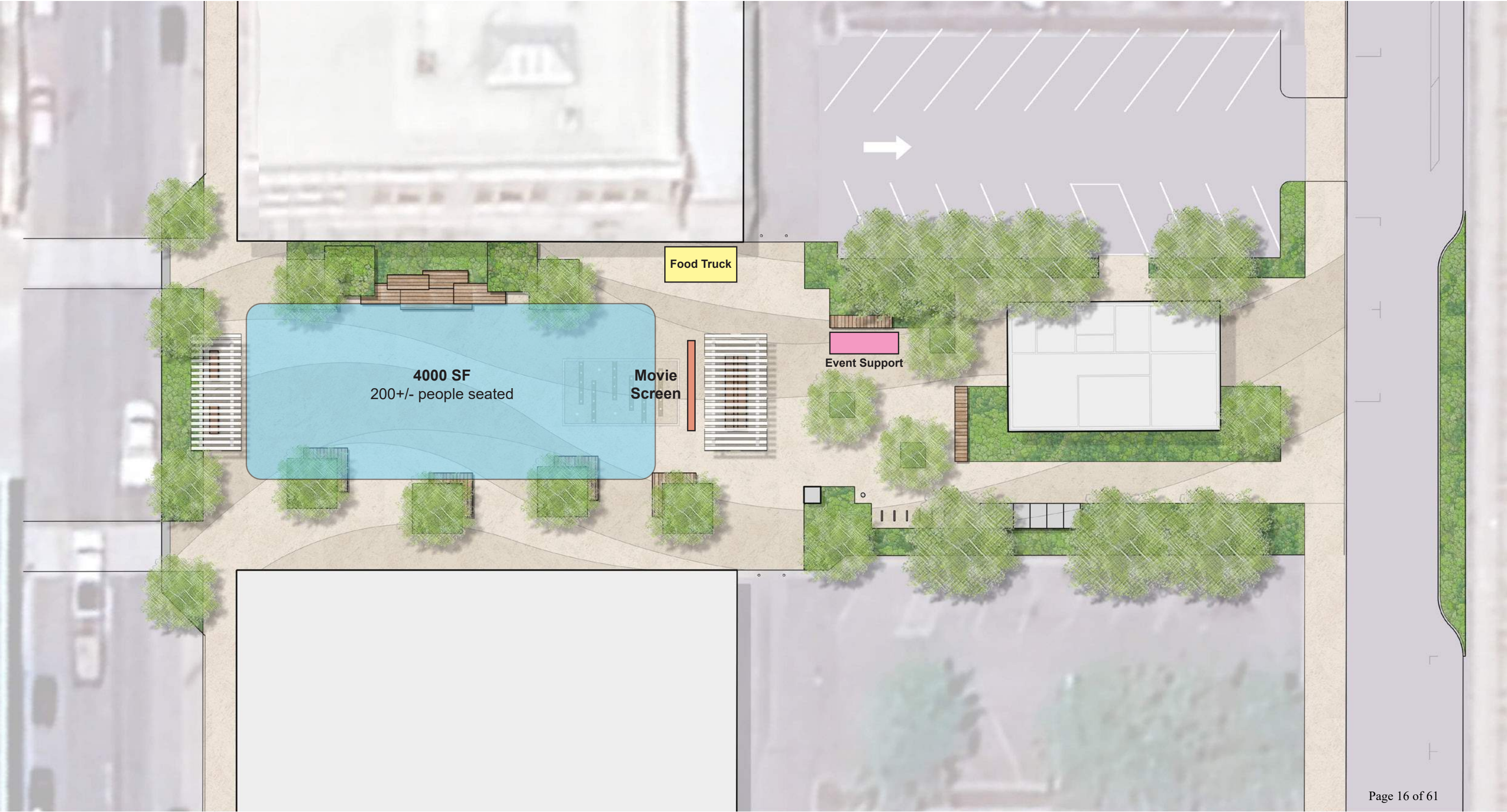
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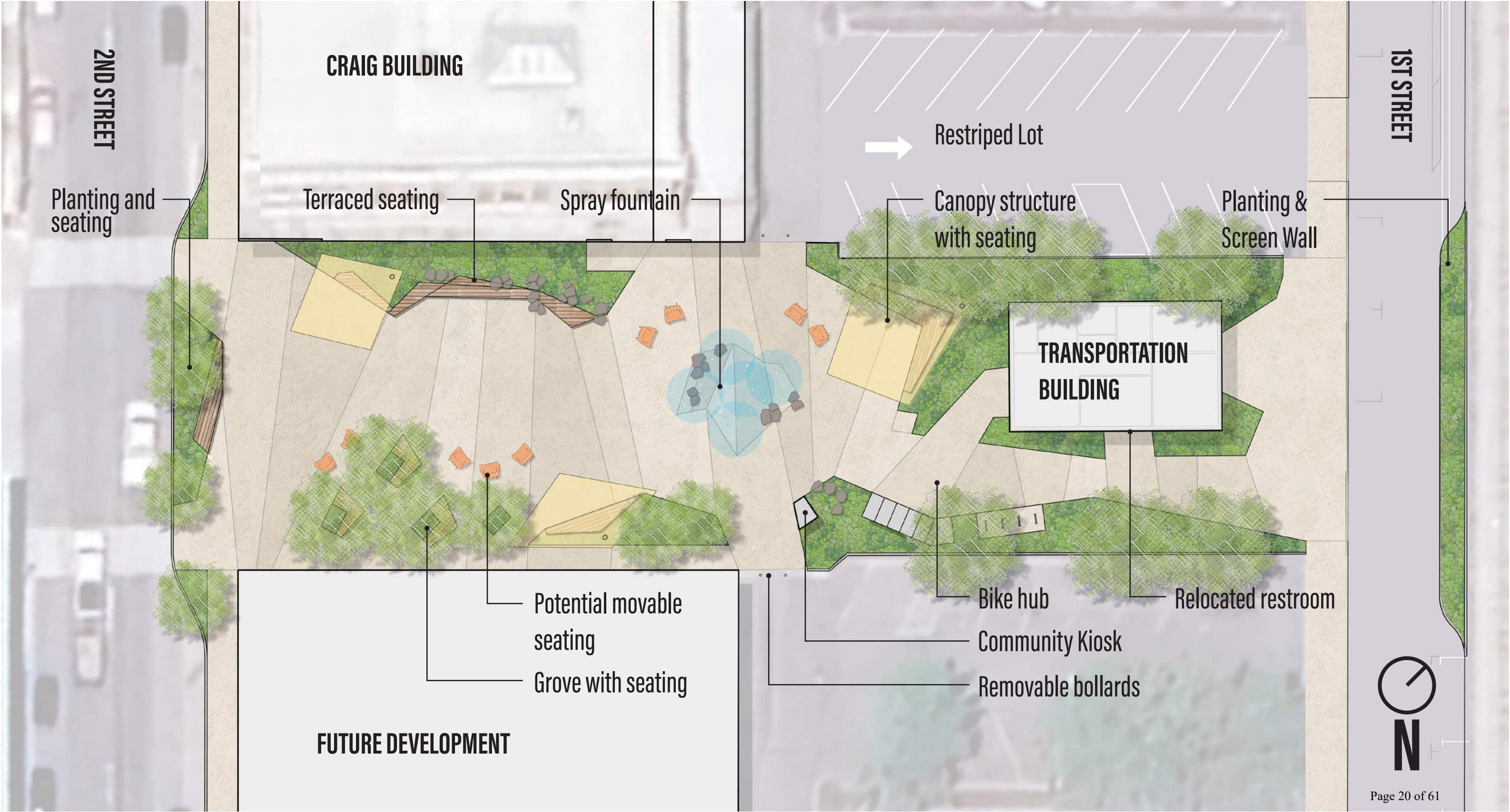
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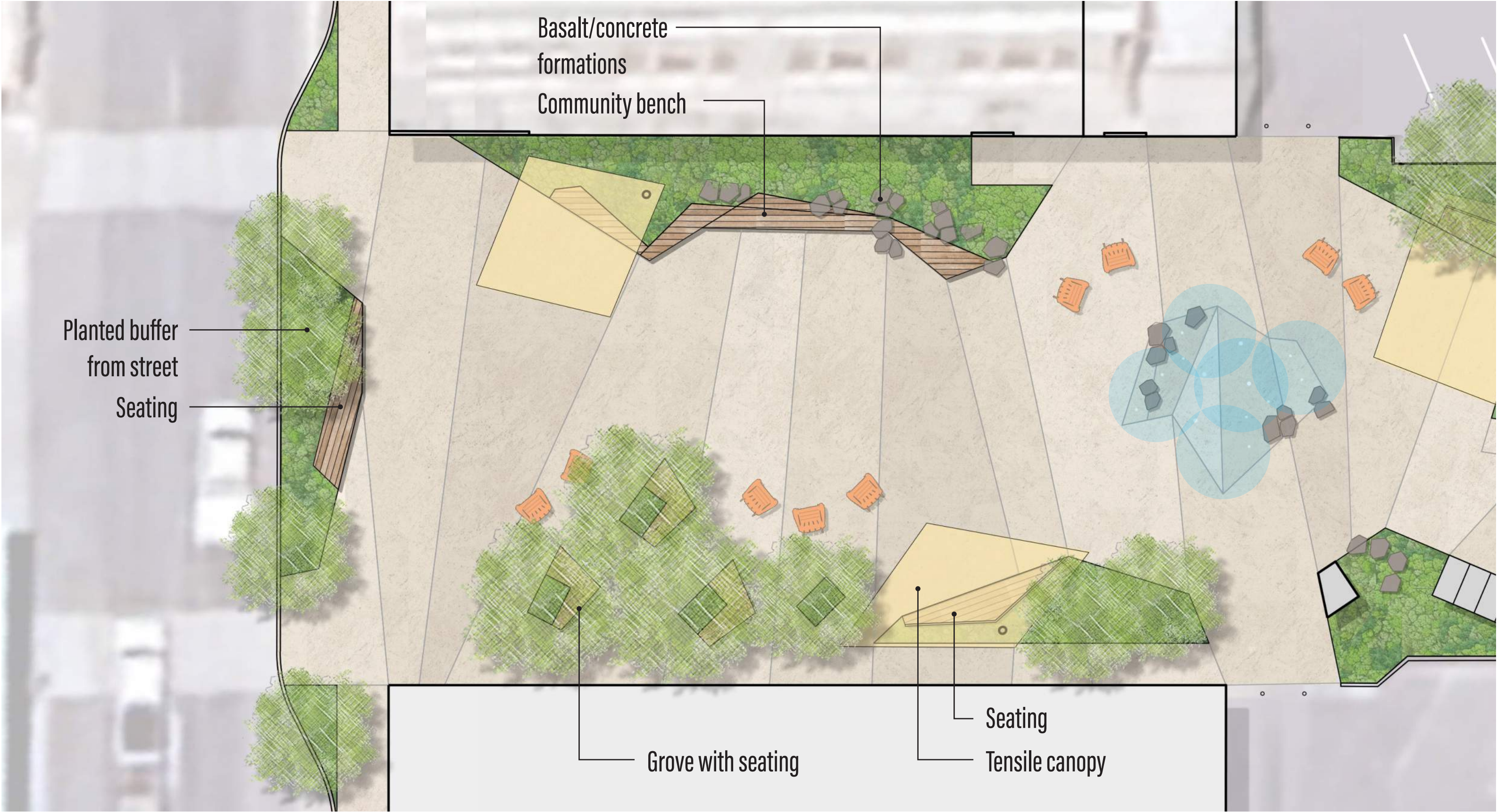
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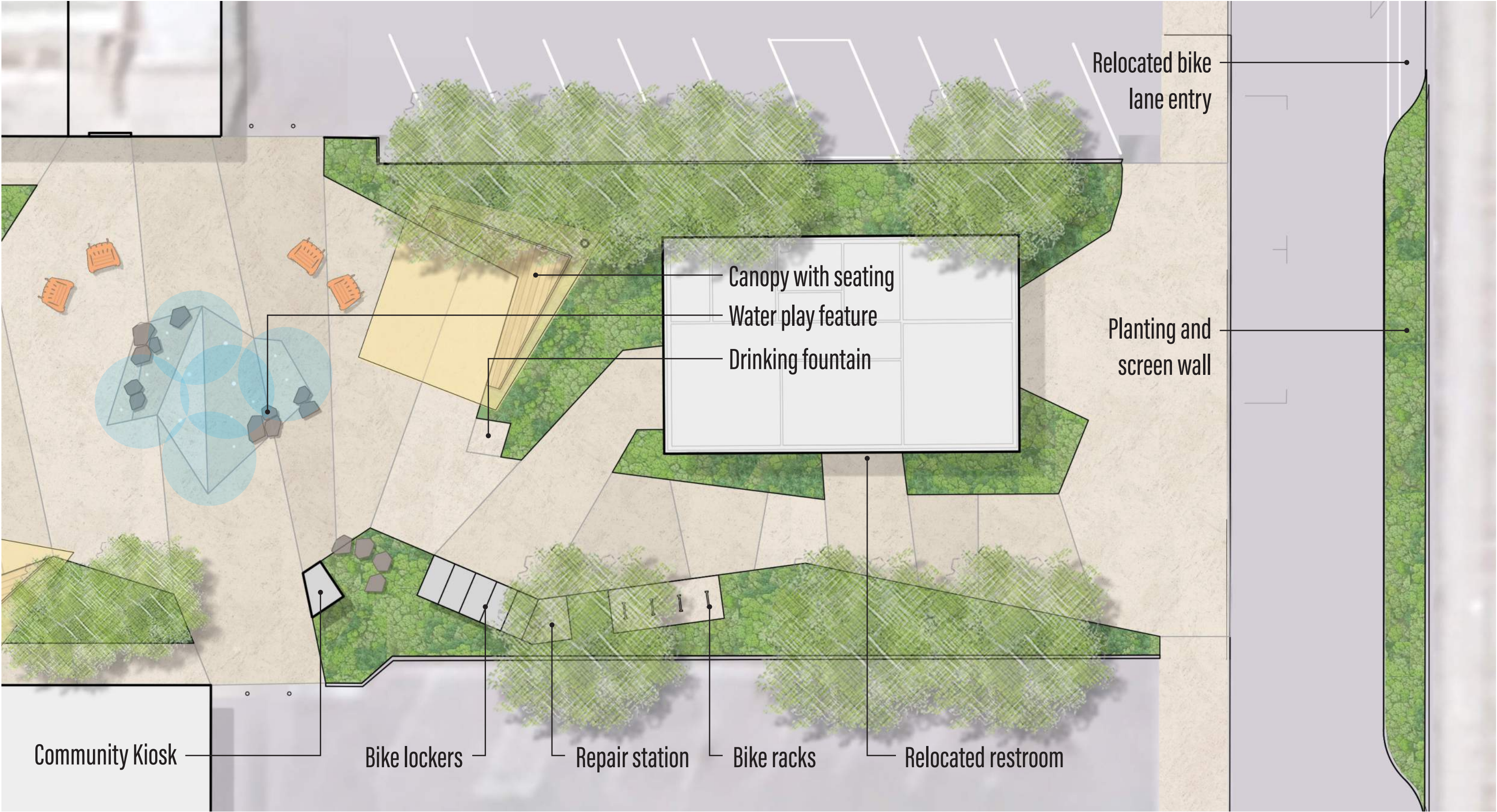
SCHEME B - BASALT



SCHEME B - BASALT



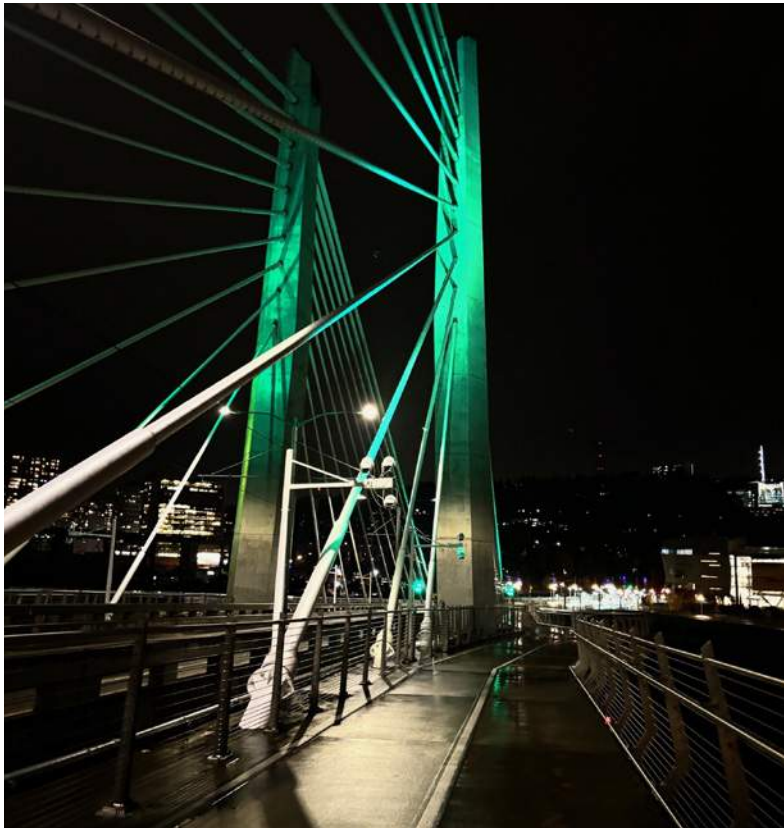
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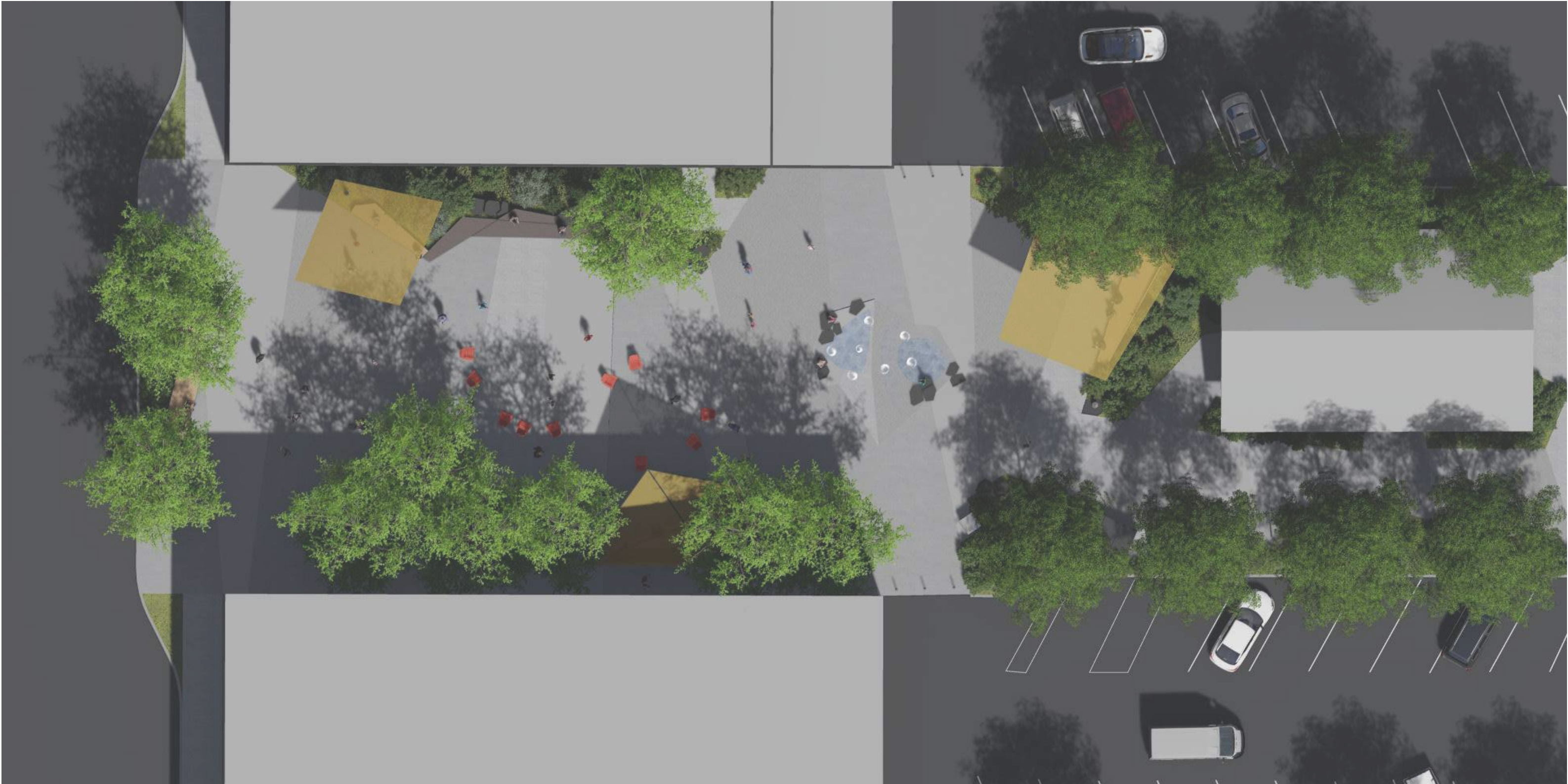
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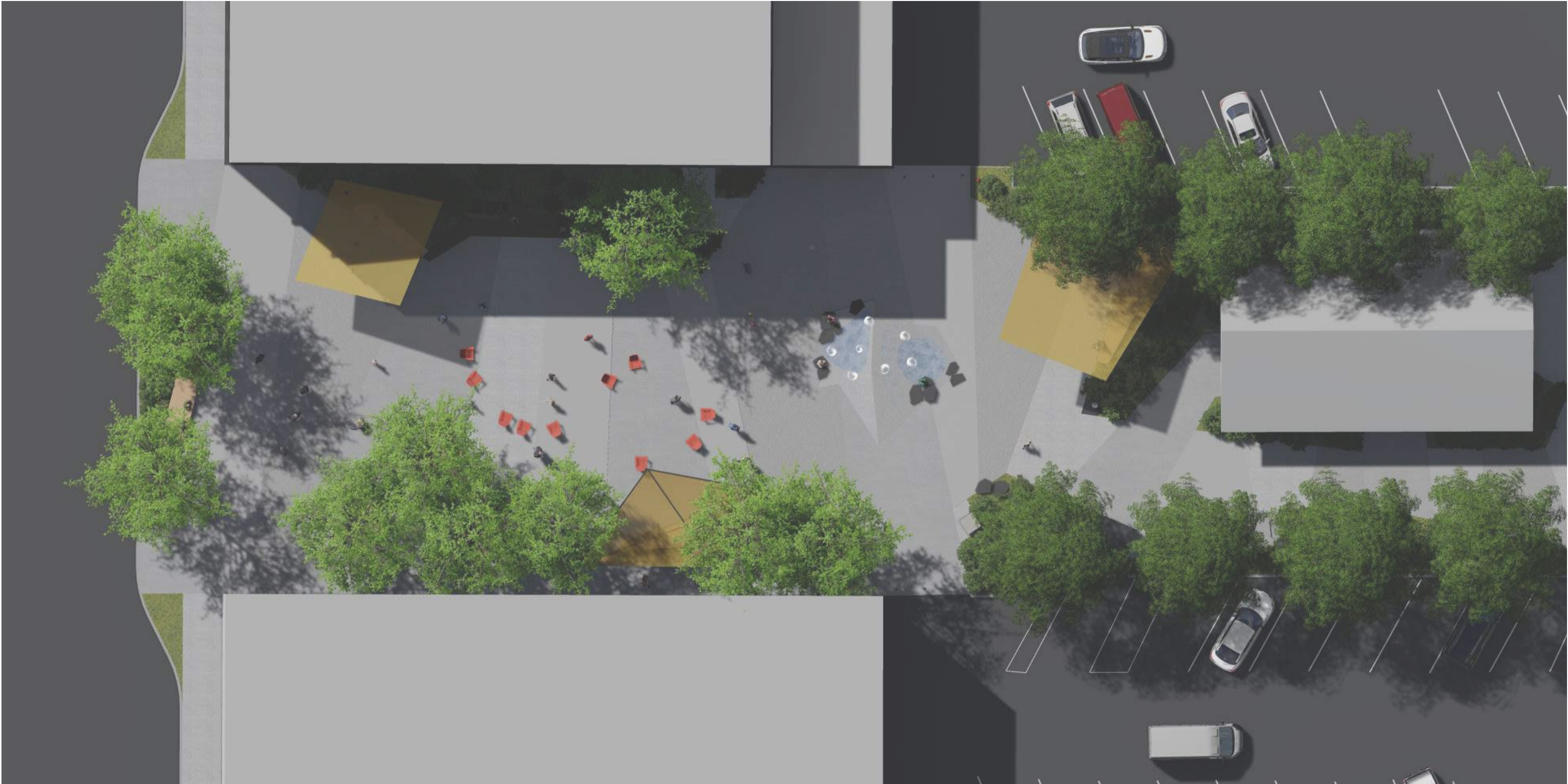
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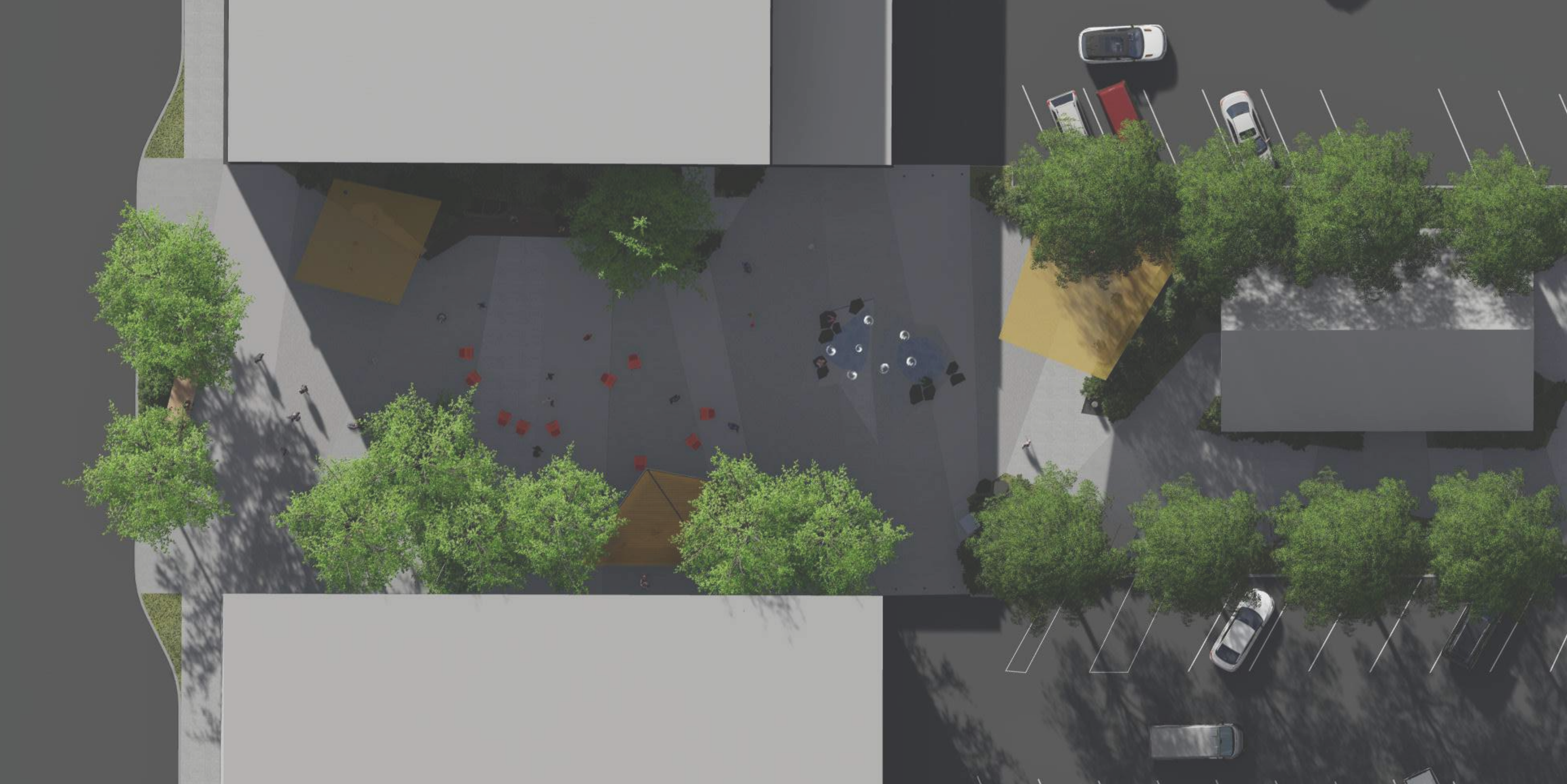
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SCHEME B - BASALT



SUMMER 16:00

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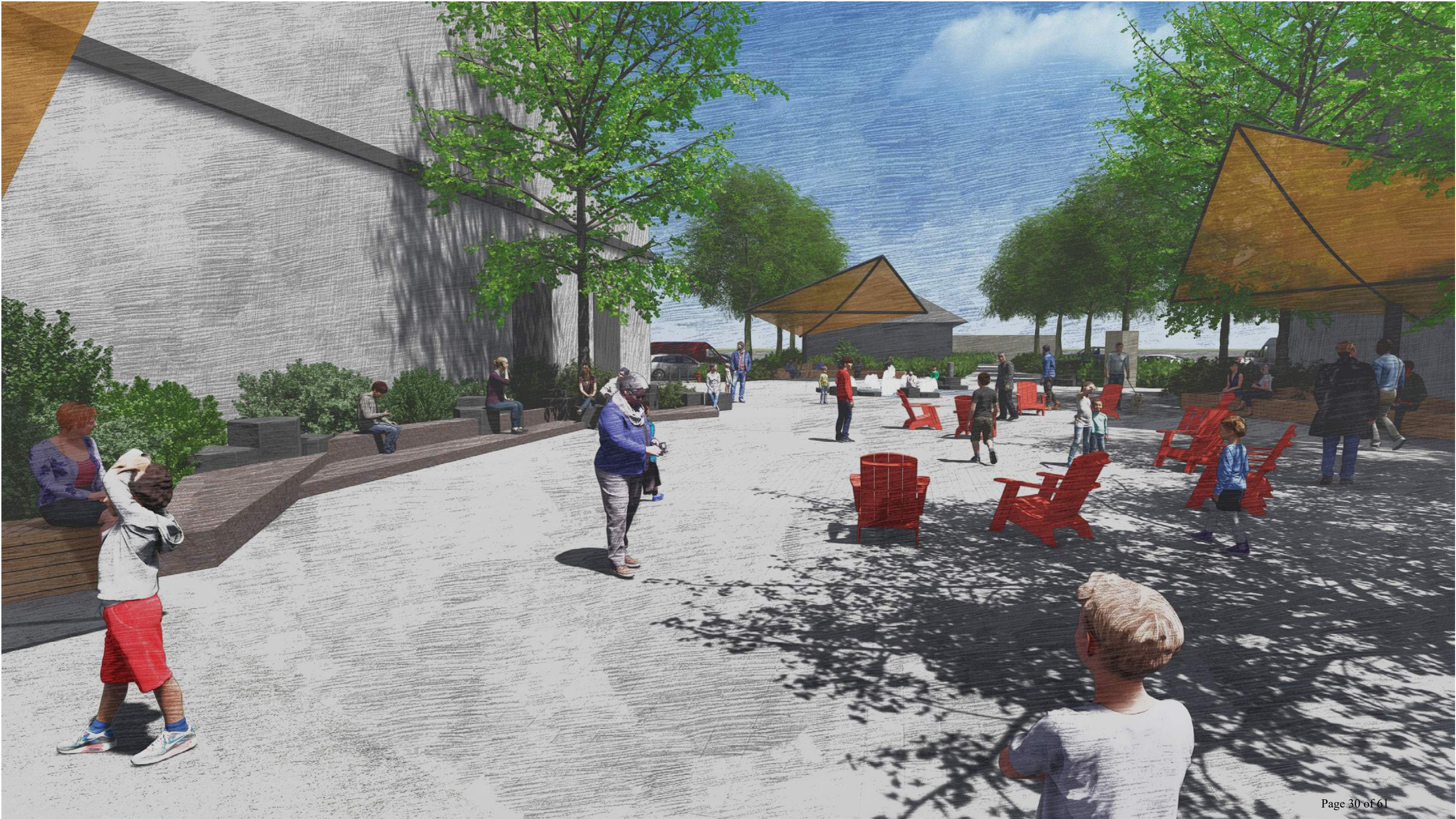


SUMMER 18:00

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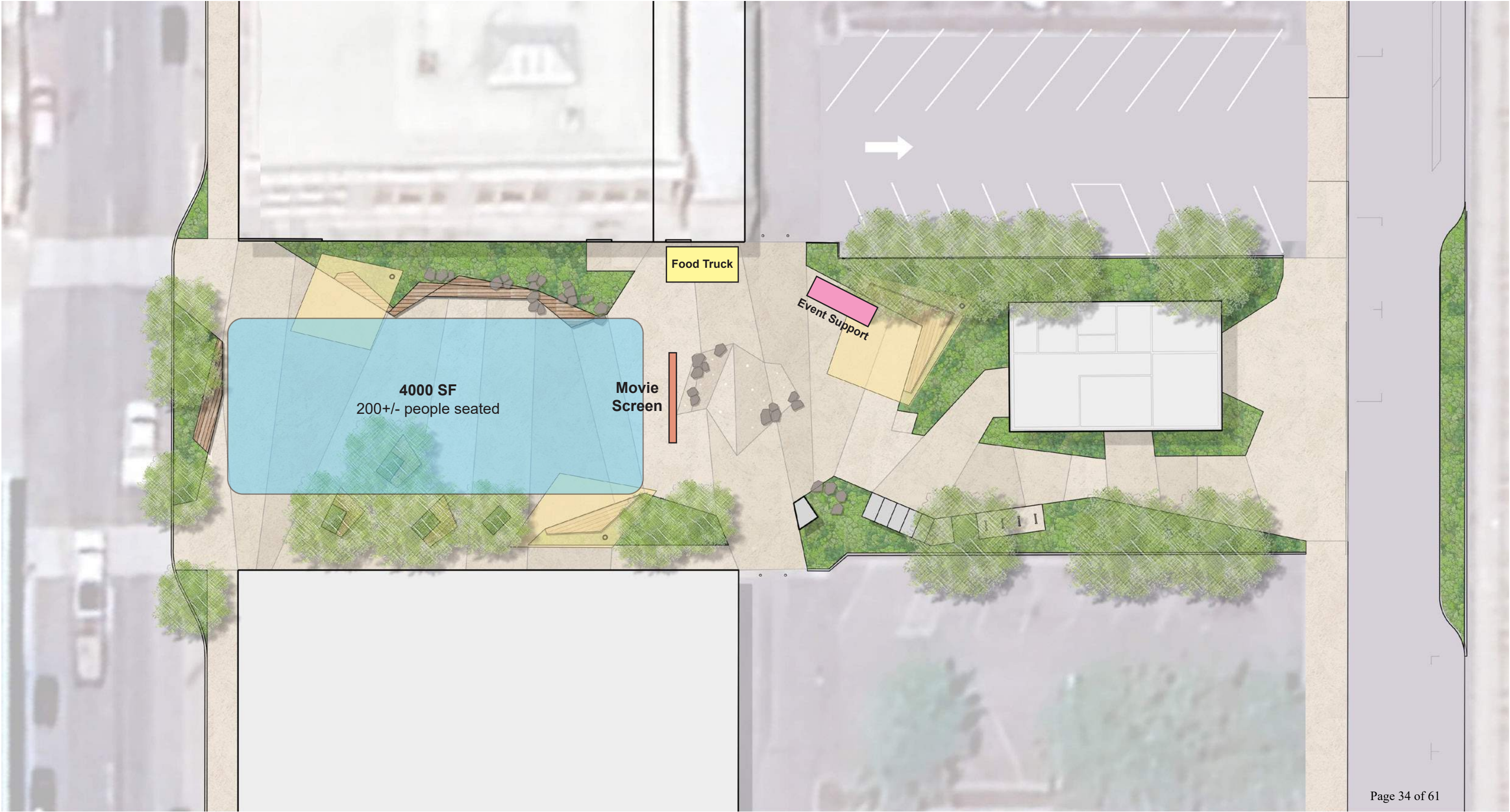
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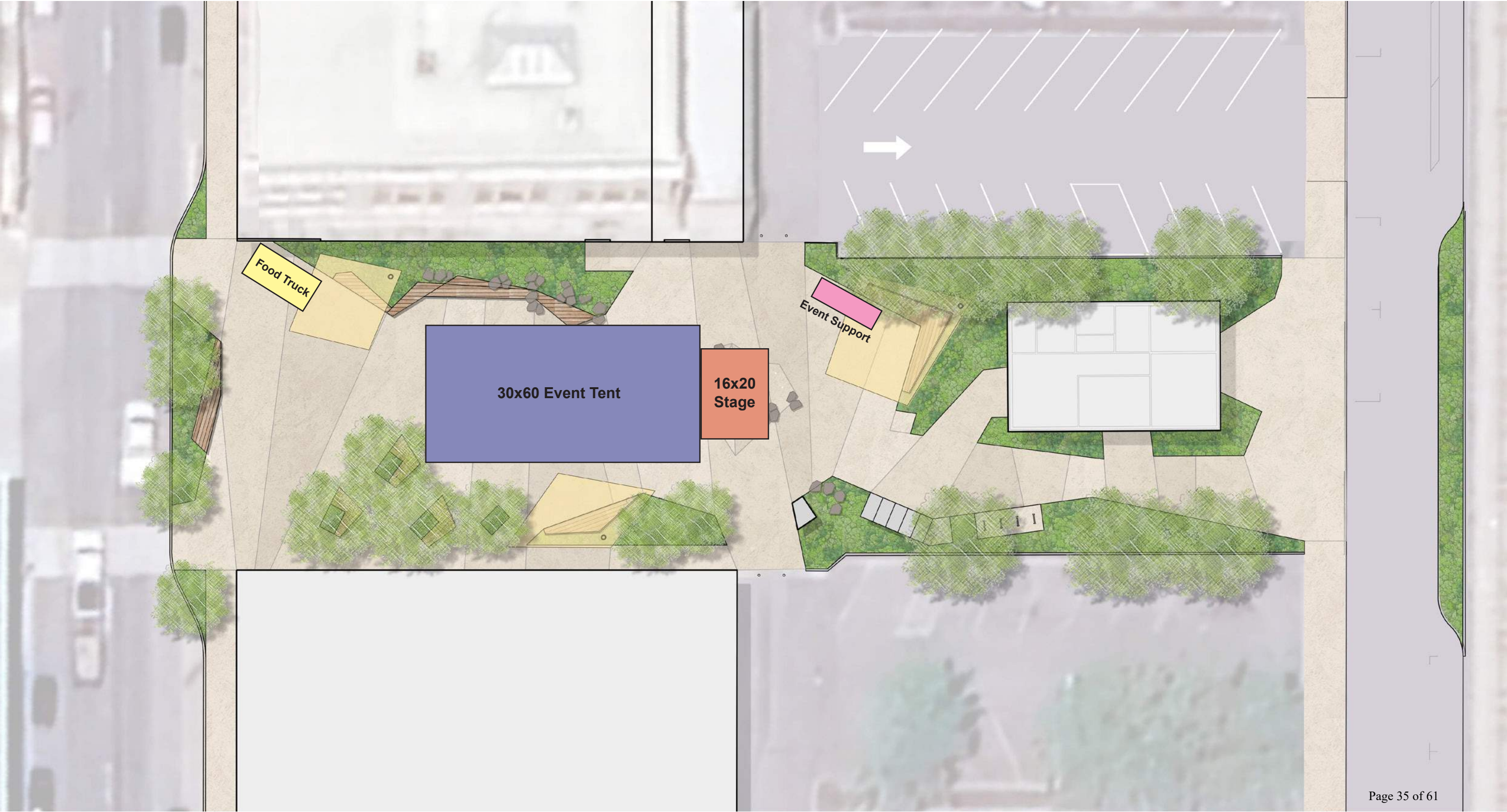
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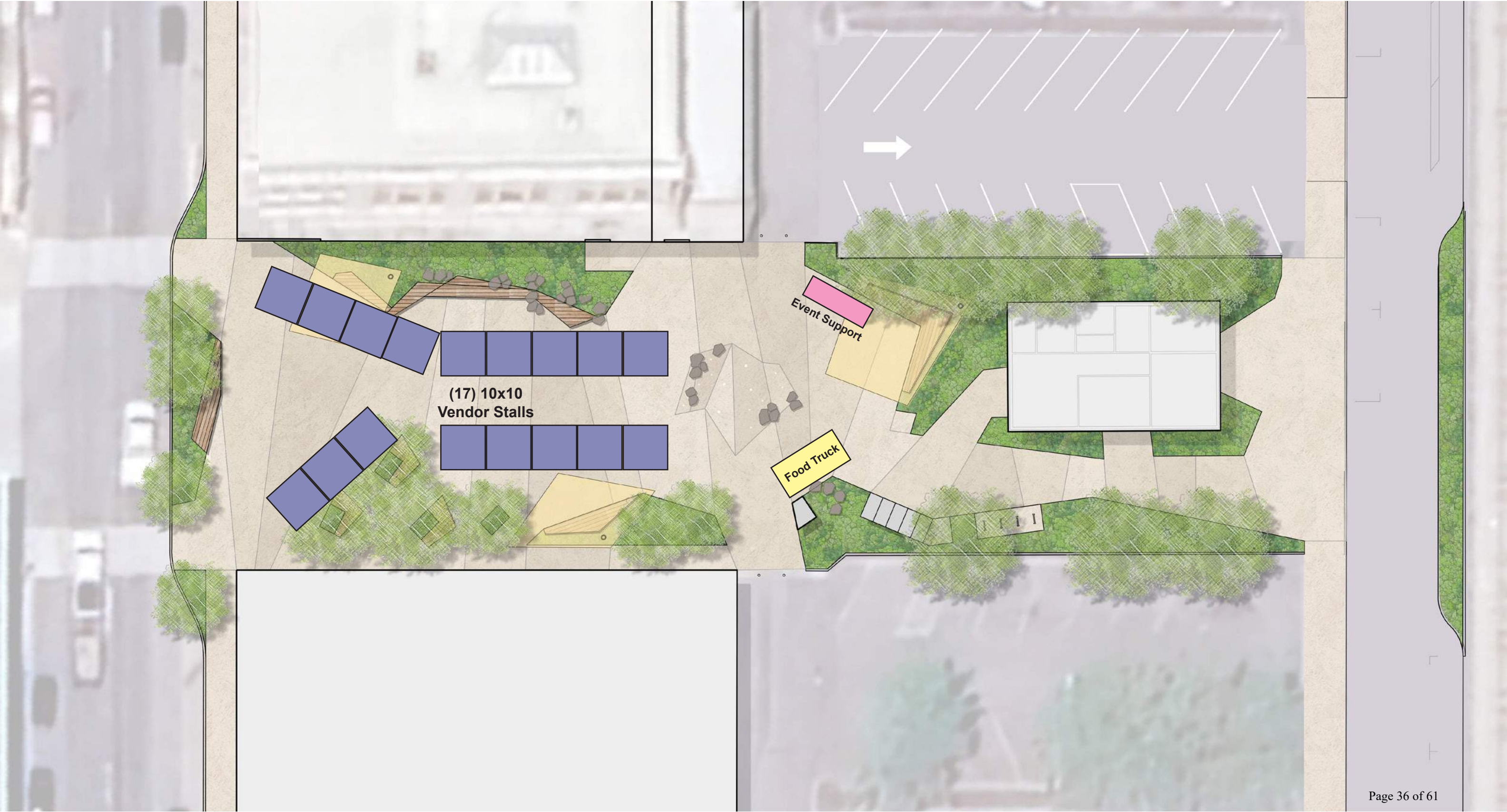
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THE FEDERAL STREET PLAZA
COMMITTEE INVITES YOU TO AN

OPEN HOUSE

FEBRUARY 12, 2025

5:30 – 7:00PM

FREEBRIDGE BREWERY

710 E 2nd St



JOIN US TO:

- Review designs
- Share feedback
- Talk to designers
- Meet Committee members
- Connect with City staff



AGENDA STAFF REPORT

AGENDA LOCATION: Item #9

MEETING DATE: February 10, 2025

TO: Honorable Mayor and City Council

FROM: Amie Ell, City Clerk

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

- A. **ITEM:** Approval of the January 27, 2025 Regular City Council meeting minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the January 27, 2025 Regular City Council meeting have been prepared and are submitted for review and approval.

RECOMMENDATION: That City Council review and approve the minutes of the January 27, 2025 Regular City Council meeting minutes.

MINUTES

CITY COUNCIL MEETING
COUNCIL CHAMBER, CITY HALL
JANUARY 27, 2025
5:30 p.m.

VIA ZOOM/ IN PERSON

PRESIDING: Mayor Richard Mays

COUNCIL PRESENT: Ben Wring, Tim McGlothlin, Rod Runyon, Scott Randall, Dan Richardson

STAFF PRESENT: City Manager Matthew Klebes, City Attorney Jonathan Kara, City Clerk Amie Ell, Interim Deputy Public Works Director Dale McCabe, Police Chief Tom Worthy, Finance Director Angie Wilson, Community Development Director Joshua Chandler

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. Wring, McGlothlin, Runyon, Randall, Richardson, Mays present.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mayor Mays noted approval of the October 3, 2024 Planning Commission and City Council Joint Work Session meeting minutes would be added to the consent agenda and the executive session would adjusted to be in accordance with ORS 192.660(2)(h).

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

PRESENTATIONS

FY 23/24 City Audit Presentation, KDP Certified Public Accountants

Andrew Sherwood of KDP Consulting presented highlights from the City of The Dalles and Columbia Gorge Regional Airport fiscal year 23/24 audit reports.

Sherwood presented the results of the audits for the City, Airport, and Urban Renewal Agency, which were conducted in accordance with generally accepted auditing and government auditing standards. The audits confirmed that the financial statements were materially correct and in compliance with generally accepted accounting principles. No material weaknesses, significant deficiencies, or noncompliance were identified. The City's major federal program, the Coronavirus State and Local Fiscal Recovery Funds, were complying. The City was not classified as a low-risk auditee due to the absence of annual single audits. Both the City and Airport audits had no findings or issues. Special recognition was given to the finance department for their excellent support during the audit process, ensuring timely and sufficient responses to all requests.

Runyon asked if they work with information from both The City and Klickitat County when completing the Columbia Gorge Regional Airport audit.

Sherwood clarified that the City is responsible for managing the day-to-day accounting functions, including making payments and tracking all administrative activities related to financial operations.

Household Hazardous Waste, Kristina Fiebig-Solid Waste Coordinator

Kelly Howsley-Glover, program director for Tri-County Household Hazardous Waste and Kristina Fiebig, Solid Waste Coordinator presented program updates and an overview.

Richardson asked what the ultimate destination was for the triple washed containers.

Howsley-Glover said that Agro Plus, located in the Willamette Valley, processes and repurposes various agricultural plastics. She noted that the agricultural community had highlighted the challenge of accumulating triple-washed containers, despite progress in reducing hazardous waste. Additional funding from the Oregon Department of Agriculture supported this effort.

Mayor Mays asked for clarification on Senate Bill 532 and how it relates to increasing recyclables, specifically whether it authorizes more materials for pickup.

Fiebig explained that the RMA is a statewide initiative aimed at simplifying recycling in Oregon by creating a uniform list of recyclable materials. The program will significantly expand the types of plastics accepted, including plastic film and clamshell containers. Implementation will occur in phases, with Wasco County in Phase 3, expected between 2027 and 2029. Funding will come from producer responsibility fees, requiring companies that manufacture or sell plastics to contribute to the program's costs.

Mayor Mays asked if there were events planned in The Dalles in 2025.

Howsley-Glover stated that three annual events were held at The Dalles Transfer Station, typically on Saturdays. To accommodate more residents, the May 16 event was scheduled for a Friday, while the August and November events remained on Saturdays. A newsletter with event details was set to be mailed in March, and residents could also sign up online for email reminders.

AUDIENCE PARTICIPATION

There was none.

CITY MANAGER REPORT

City Manager Matthew Klebes reported;

- Assisted the Cascade Locks City Manager with a strategic retreat, in partnership with the Hood River City Manager.
- Met with Port of The Dalles representatives to discuss waterfront development and historic docks.
- Held a meeting with local veterinary clinics to gather feedback on proposed Animal Control ordinances; two clinics attended.
- Deferred updates on the Federal Street Plaza to Councilor Richardson or the Mayor.
- Public Works Director job recruitment closed, and application review will proceed.

CITY COUNCIL REPORTS

Councilor Runyon reported;

- Met with Liz Lance, new Q-Life Director; attended a Q-Life meeting.
- Joined the Mayor on the KODL Coffee Break talk show.
- Met with Veteran Service Officers at their new Third Street office.
 - Noted active advertising for veteran services.
- Traveled to Salem with the Mayor and City Manager for outreach.

Councilor Richardson reported;

MINUTES

City Council Meeting

January 27, 2025

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- Thanked the Mayor and Councilor Runyan for their work in Salem for the community.
- Acknowledged concerns from constituents regarding federal administration issues and suggested using the Oregon Department of Justice Community Toolkit for resources.
- Started a personal project to visit every establishment on Second Street downtown, with about 120 businesses to go.
- Helped a person who had been evicted by directing them to the Gloria Center, run by Mid-Columbia Community Action Council (MCAC), and emphasized the importance of supporting MCAC.
- Noted that draft designs for the downtown Plaza are available online and will be posted in downtown for public feedback.

Councilor Randall reported;

- Met with the City Manager and Councilor McLaughlin for a briefing.
- The Historic Landmarks Commission approved an application for the demolition and new construction of a vehicle storage building at the Fort Dalles Museum to house historic wagons. The current building, constructed from reused materials, is due for replacement.

Councilor Wring reported;

- Attended the Federal Street Plaza committee meeting last week and mentioned the open house at Freebridge on February 12 at 5:30 PM.
- Met briefly with the City Manager on January 21 to discuss onboarding and feedback as the newest City Council member.
- Had various meetings with department heads, including Finance, Community Development, and The Dalles Police Department.

Councilor McGlothlin reported;

- Was out due to illness, dealing with kidney stones but managed to attend meetings by Zoom
- Was on the radio with KODL alongside Mayor Mays.
- Meeting with the Columbia Gorge outreach team to cover for Councilor Runyon in his absence.
- Attended a briefing with Councilor Scott Randall and the City Manager.

Mayor Mays inquired if any council members had been contacted by a Klickitat County commissioner regarding the possibility of a joint meeting with the Klickitat County and City of The Dalles City Council. He confirmed that he had been contacted.

Klebes shared that the outreach was related to strengthening relationships with newly elected county commissioners and fostering collaboration, particularly concerning the airport. He engaged with Commissioner Zoller, the airport board representative, to organize a work session.

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The timeline for this work session was still being discussed, as it needed to fit with other scheduled work sessions.

Mayor Mays said that he had already met with Ms. Zoller and would get back to her soon, informing her that the City Manager would be in contact to arrange a meeting.

CONSENT AGENDA

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

Items approved on the consent agenda were: 1) The minutes of the January 13, 2025 Regular City Council Meeting; 2) Resolution No. 25-005 Concurring with the Mayor's Appointments to Various Committees and Commissions; 3) Accepting Council Committee, Commission, and Board Assignments for Years 2025-2027; 4) Resolution No. 25-007 Establishing an Ad Hoc Tourism Services Contract Review Committee; 5) Resolution 25-009 Temporarily Waiving Improvement Requirements for Certain Parcels to Be Used for Dry Camping and Parking During the 2025 Oregon District 5 Little League All-Star Tournament; 6) Approval of the October 3, 2024 Planning Commission and City Council Joint Work Session meeting minutes

CONTRACT REVIEW BOARD ACTIONS

Authorization to Purchase a New 10-yard Dump Truck for the Public Works Wastewater Collection Division

Dale McCabe, Interim Deputy Public Works Director reviewed the staff report.

It was moved by McGlothlin and seconded by Richardson to authorize the purchase of a new 2025 Kenworth Model T880 10-yard dump truck from Kenworth Sales Company in an amount not to exceed \$296,270. The motion carried 5 to 0, McGlothlin, Richardson, voting in favor; none opposed; none absent.

ACTION ITEMS

Resolution No. 25-005, a Resolution Adopting the City of The Dalles 2025 Housing Production Strategy

Joshua Chandler, Community Development Director reviewed the staff report and introduced Lydia Ness and Alex Joyce of Cascadia Partners the firm that helped complete the Housing

Production Strategy.

Ness presented the strategy highlight slides.

Councilor Richardson inquired about the time frame for convening a housing working group and suggested discussing it at an appropriate time.

Chandler shared that the goal was to pull the housing working group together in the first and second quarters of the year, with a target of holding one or two meetings by the end of the year.

Ness continued presenting the plan actions.

Councilor Wring asked how much of this would involve changes to land use codes or other municipal codes to facilitate the process.

Chandler explained that most of the items on the list would likely require changes to zoning codes. He noted that many municipal codes across the state make it difficult to develop certain types of housing, particularly middle housing like duplexes and triplexes. He added that expanding housing types would likely require zoning ordinance amendments.

Ness continued presenting more plan actions.

Wring asked if the new construction tax proposal was a replacement for the vertical housing exemption, which he believed was set to end in 2026.

Ness explained that the vertical housing tax program was sunseting in 2026, and while there had been potential for an extension, the recommendation was to shift to the multi-unit property tax exemption. This new program offered more flexibility and allowed the city to better shape housing incentives. She also clarified that the construction excise tax and urban renewal area programs were still being explored, acknowledging the work required and input needed from other taxing jurisdictions. Additionally, she confirmed that if the city implemented a construction excise tax and a portion went to the state program, that money would be returned to the community.

Wring asked if there were examples of the construction excise tax being implemented, noting that the City of Hood River had already adopted it. He expressed interest in understanding the pros and cons of such a tax for The Dalles, suggesting that while the survey might not reflect the views of non-developers, it would be helpful to assess how it might impact the area. He also mentioned that, based on some of the documentation, it didn't seem like the tax would be favorable for The Dalles.

Ness explained that both the city and county of Hood River had implemented a construction excise tax program. She noted that eight other jurisdictions across the state had similar programs, including cities like Cannon Beach, Newport, Milwaukee, Medford, Eugene, and Bend. She recommended talking with these jurisdictions to better understand how the program impacted development and the benefits they had observed from the funds being reinvested in their communities.

Chandler added that while the construction excise tax mechanism had been proven effective in other parts of the state, it remained uncertain whether it would be a good fit for The Dalles. He mentioned that during their joint sessions, the topic had been discussed, and the decision was made to move forward with exploring it later in the process, after some other projects. This allowed time to assess whether the program truly suited the needs of the city.

Ness explained that if the City started implementing actions but later determined they were not suitable, there was flexibility. The City could approach the state to inform them that the program no longer worked but could suggest alternative actions that would meet the same needs. She emphasized that the state understood these changes could occur over time. Ness then transitioned to presenting the final section of actions.

Runyon expressed concern about the number of projects the City is managing and hoped that some of the tasks outlined in the report could overlap with other ongoing efforts. He acknowledged the limited staff resources and emphasized that it felt like the City was continually tasked with new requirements from the state. He wished the Community Development Director and staff well in managing these challenges.

It was moved by Randall and seconded by Richardson to adopt Resolution No. 25-005, as presented. The motion carried 5 to 0, Randall, Richardson, Wring, McGlothlin, Runyon voting in favor; none opposed; none absent.

Chandler acknowledged that while the housing initiative was mandated by the state, it also provided a framework for the City to commit to addressing the housing crisis. He expressed that although the requirement was imposed, it presented an opportunity for the City to make meaningful strides in easing housing development and catering to a broader population. He noted that this requirement allowed the City to explore new housing types, such as tiny homes and modular houses, which were not previously allowed, making it a unique opportunity for The Dalles.

Richardson acknowledged his earlier omission in the discussion and stated that while he understood the concerns raised by Councilors Runyon and McLaughlin, he wanted to emphasize

that the housing shortage and homelessness are significant issues affecting the local community, not just others. He recognized that although the state's mandate added to an already heavy agenda, addressing these challenges was necessary.

Resolution No. 25-006, a resolution amending the City Fee Schedule (effective February 1, 2025)

Jonathan Kara, City Attorney reviewed the staff report.

Runyon asked for clarification regarding the fifth bullet point on the list, which discussed increasing the Lewis and Clark Festival Park user fee for multiple-day events from a flat rate of \$500 to \$300 per day. He inquired if there was a specific reason for such a significant change in the fee structure.

Kara deferred the question to the City Clerk.

Amie Ell City Clerk Ell explained that the adjustment to the Lewis and Clark Festival Park fee schedule was driven by the increased workload for the facilities and maintenance crews required to clean up and prepare for larger events. The previous flat \$500 fee for multiple-day events did not account for the added work, so the change to \$300 per day better reflected the resources needed for such events.

Runyon suggested that another option could have been to set a limit on the number of days the flat rate applied to, such as a two- or three-day limit. He acknowledged the reasoning behind the change and appreciated the clarification.

McGlothlin asked for clarification on what a non-permitted public right-of-way use would be, specifically in relation to the proposed addition of a security deposit.

Kara explained that the term "non-permitted" referred to situations where an entity occupied the public right of way without a permit, not necessarily an impermissible action. He clarified that this specifically applied to cases like telecom companies using the right of way without a permit, where the city granted permission through various instruments. The proposal for a \$1,000 security deposit was intended to encourage corporations to engage in negotiations for franchise agreements. The deposit was meant to help cover the city's administrative costs involved in the process. He said that the deposit was intended to address the time and resources spent negotiating with industry executives, not just telecom but various utilities. He noted that the process often involved extensive back-and-forth with legal counsel and senior leadership. The goal was to ensure that companies were serious about working with the city and not wasting time. The \$1,000 deposit would be applied to the first franchise payment once an agreement was reached,

encouraging companies to engage in good faith and start the process.

Mayor Mays clarified that, according to the water master plan, the city had agreed to lower the base rate volume from 10,000 gallons to 7,500 gallons. He noted that many older water meters still read in the thousands of gallons, and asked if the staff recommended further lowering the base rate by 500 gallons, bringing it to 7,000 gallons.

Kara confirmed that was correct.

Mayor Mays inquired about the timeline for the first water bill reflecting the rate increase and the lowering of the base rate, following the February 1 implementation.

Kara deferred the question to the Finance Manager.

Angie Wilson Finance Manager said that the City bills in arrears, so customers would see the new rates reflected in the month following the implementation.

Runyon pointed out that customers using less than 7,000 gallons per month would not see an increase in their bill. Only those exceeding that amount would be affected by the rate change.

Mays acknowledged that the City would likely hear from residents who experience an increase in their water bills due to the rate change and expressed hope that staff would be prepared for those inquiries.

Richardson stated that, whether prepared or not, the rate changes needed to be implemented. He added that, for the most part, the increases would not be dramatic but rather modest.

McGlothlin emphasized the importance of effectively communicating the rate changes to the public, suggesting methods such as newspaper, radio, and community outreach. He noted that even moderate increases should be clearly communicated.

Richardson highlighted that increasing outreach is one of the City's goals and noted that staff is already active on social media, providing an opportunity to directly address the rate changes. He expressed confidence that staff would seize this opportunity to communicate effectively.

Randall added that reducing the base rate from 10,000 gallons to 7,000 was still quite generous compared to other municipalities. He noted that The Dalles was the only one with a 10,000-gallon base rate, and most other municipalities had a 5,000-gallon base rate or none at all. Mayor Mays expressed concern that many people would be surprised by the changes in their water bill. He suggested that the bill sent out in March could include a note informing customers

that they would see a change in their water bill amount starting in the following month.

Wilson suggested that a flyer could be included with the water bills for customers who receive them, informing them of the changes. However, she noted that customers enrolled in Express Bill Pay would not receive a bill, but efforts would be made through other channels, such as Facebook, to notify the community.

Mays said a lot had been done to inform already including public meetings, radio interviews, and presentations to local groups such as the Rotary Club.

Wring, inquired about the percentage of customers whose water meters still read in 1,000-gallon increments, as opposed to those with meters that read in hundreds of gallons. Wring noted that the group using 1,000-gallon increments seemed smaller and asked about the complexity of changing these meters, assuming it would require full meter replacements rather than simple SCADA system updates.

McCabe responded that he did not have the exact percentage off the top of his head but believed it was a smaller number. He mentioned that there is an ongoing meter replacement program aimed at updating meters and offered to look up the specific number if needed.

Wring asked if there was any input on why the target was reduced from 7,500 gallons to 7,000 gallons and whether it would be possible to round the target back up to 8,000 gallons.

McCabe explained that the reduction from 7,500 gallons to 7,000 gallons was based on past history when Dave was seeking grant funding for the projects. The 7,500-gallon threshold had previously posed challenges, and increasing it again would create the same issues and limit the City's ability to secure funding. Therefore, the decision was made to lower the threshold.

Wring noted that reducing the threshold to 7,000 gallons could potentially open doors for additional funding in the future. Wring emphasized that while 1,000 gallons may not seem like much, it could make a significant difference in the summer, particularly when people begin watering lawns.

Mayor Mays asked if there was anyone in the audience or on Zoom who would like to comment on the topic.

Rodger Nichols provided additional background for listeners, explaining the changes in the water rate structure. He noted that by reducing the threshold from 10,000 gallons to 7,000 gallons, the base fee is lowered from \$55.30 to \$53.21. However, the per-gallon usage rate increases from \$1.68 to \$1.87. For customers using 10,000 gallons, the first 7,000 gallons would be charged at

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the base rate, and the remaining 3,000 gallons would be charged at the new per-gallon rate, resulting in a total monthly cost of \$58.82. The net increase is just over 10%, which translates to an additional \$4 per month.

Richardson added it was the first adjustment in over 10 years and the City had not been keeping up with cost of operations or maintenance.

It was moved by Richardson and seconded by Wring to adopt Resolution No. 25-006, a resolution amending the City Fee Schedule (effective February 1, 2025), as presented. The motion carried 5 to 0, Richardson, Wring, McGlothlin, Randall, Runyon voting in favor; none opposed; none absent.

2025 City Council Goal and Action Plan Adoption

Klebes reviewed the staff report. He included a list of highlights of successes from the 2024 goals in the presentation. These included:

- Successful recruitment and retention of police officers, leading to a fully staffed department.
- Creation of an IT department with appropriate staffing and resources to maintain a robust IT system.
- Entered into a new contract with the Columbia Gorge Humane Society for animal control.
- Formation of an ad hoc committee to facilitate the design and development of the Federal Street Plaza.
- Continued support for the sidewalk and ADA program, resulting in numerous city-wide projects.
- Held a Local Government Academy with 12 participants, three of whom volunteered for city committees and commissions.
- Completion and adoption of the Housing Production Strategy.
- Awarding of contracts for the 12th Street and 6th Street projects to extend city infrastructure.
- Addition of a second code enforcement officer.
- Completion of the Water Master Plan update.
- Adoption of a new ordinance for transient lodging tax.
- Signing of a new Intergovernmental Agreement (IGA) with the library.
- Passage of a resolution detailing policy-level budget guidance for the use of Strategic Investment Program dollars.

McGlothlin asked who SSW Consulting was and where they were based out of.

Klebes said this was Sara Singer Wilson and they were in Oregon.

Mayor Mays said that this was the second consecutive year working with SSW Consulting. He said everyone was very pleased not only with how the goal-setting session in November was conducted but also with the final product.

It was moved by Wring and seconded by McGlothlin to adopt the 2025 City Council Goal Setting Document. The motion carried 5 to 0, Wring, McGlothlin, Randall, Richardson, Runyon voting in favor; none opposed; none absent.

EXECUTIVE SESSION

In accordance with ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Mayor Mays recessed Open Session at 7:25 p.m.

Mayor Mays reconvene Open Session at 8:02 p.m.

ADJOURNMENT

Being no further business, the meeting adjourned at 8:05 p.m.

Submitted by/
Amie Ell, City Clerk

SIGNED:

Richard A. Mays, Mayor

ATTEST:

Amie Ell, City Clerk



AGENDA STAFF REPORT

AGENDA LOCATION: Item #10A

MEETING DATE: February 10, 2025

TO: Honorable Mayor and City Council

FROM: Jonathan Kara, City Attorney
Nikki Lesich, Codes Enforcement Officer

ISSUE: Adoption of General Ordinance No. 25-1410, an ordinance amending certain provisions of The Dalles Municipal Code Chapter 6.04 (*Traffic Control*)

BACKGROUND:

From time to time, the City's Codes Enforcement Division coordinates with the City Attorney's Office to support enforcement efforts by reviewing and enhancing provisions of The Dalles Municipal Code for legal sufficiency and administrative improvements.

Most recently, the Codes Enforcement Officer highlighted some issues with the City's parking enforcement regulations and coordinated with the Legal Department to prepare some quality-of-life amendments to TDMC Chapter 6.04 (*Traffic Control*), as follows:

1. Currently, motor vehicles posted with a tow notice can still be towed even if the vehicle is moved (down the road, onto private property, etc.). The proposed amendments authorize the City to similarly tow (a) boats placed on trailers, (b) trailers, and (c) oversize vehicles that move (down the road, onto private property, etc.) after posting.
2. Currently, the Municipal Court has a duty to send a pre-towing notice to persons who fail to pay or make arrangements to pay traffic fines within 10 days from the judgment. The proposed amendments (a) make that mandatory requirement optional (i.e., on a case-by-case basis as needed) and (b) authorize the Codes Enforcement Division to send that pre-towing notice (not the Municipal Court).

3. Currently, a police officer may issue a citation and tow an unlawfully parked vehicle that also has 5 unpaid parking violations against it. The proposed amendments (a) expand authorization to allow the Codes Enforcement Division to enforce that provision and (b) reduce the number of unpaid parking violations needed before towing from 5 to 2.
4. The proposed amendments clarify that vehicles parked in violation of lawfully erected parking limitation signs or markings (e.g., “No Parking”, “15-minute Parking”, etc.) are hazards or obstructions to traffic and thus subject to the Oregon Vehicle Code’s tow provisions.

BUDGET IMPLICATIONS: The Dalles Police Department may need to budget additional resources to implement additional enforcement. While the City might be reimbursed for most or all towing related costs by the person who owns such vehicles, the City must still budget for those costs.

COUNCIL ALTERNATIVES:

1. **Staff Recommendation:** *Move to adopt General Ordinance No. 25-1410, as presented, by title only.*
2. Make minor modifications to then move to adopt General Ordinance No. 25-1410, as amended, by title only.
3. Make substantive modifications to then move to direct Staff to bring General Ordinance No. 25-1410 back for a second reading at a future meeting.
4. Decline formal action and provide Staff direction accordingly.

GENERAL ORDINANCE NO. 25-1410

**AN ORDINANCE AMENDING CERTAIN PROVISIONS OF
THE DALLES MUNICIPAL CODE
CHAPTER 6.04 (*TRAFFIC CONTROL*)**

WHEREAS, General Ordinance No. 92-1149 established the City of The Dalles Uniform Traffic Ordinance consistent with the provisions of the Oregon Vehicle Code and codified as TDMC Chapter 6.04 (*Traffic Control*);

WHEREAS, The Dalles Police Department and its Codes Enforcement Division recommend amending certain provisions of TDMC Chapter 6.04 to enhance parking enforcement efforts throughout the City's public rights-of-way; and

WHEREAS, the City Council hereby finds the amendments described herein to support the enhancement recommended by City law and codes enforcement and further support the public health, safety, and welfare.

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

Section 1. This Ordinance's revisions appearing in ~~striketrough~~ shall denote deletions from and **bolded underline** shall denote additions to the existing text of The Dalles Municipal Code.

Section 2. The text of **TDMC 6.04.160(B)(10)** (*Prohibited Parking or Standing*) shall be revised to read:

10. Park or permit a boat placed upon a trailer, a trailer, or oversize vehicle to be parked on any public highway, road, street, or right-of-way within the City.

- a. A boat located upon a trailer, or a trailer, or oversize vehicle parked in violation of Section 6.04.160(B)(10) is subject to impoundment. The City staff person authorized to enforce this section shall affix a notice of impoundment to the boat located upon a trailer, trailer, or oversize vehicle which shall include the information set forth in Section 5.04.090(C)(1) through (7). Boats placed upon a trailer, another type of trailer, or an oversize vehicle which has been tagged for impoundment may be towed at the owner's expense 24 hours after the notice of impoundment has been affixed to the boat placed upon a trailer, another type of trailer, or oversize vehicle. Following an impoundment of any boat located upon a trailer, other trailer, or oversize vehicle for violation of Section 6.04.160(B)(10), the City staff person authorized to enforce this section shall mail a notice to the registered owner and to any security interest holders of the boat and trailer, trailer, or oversize vehicle, as shown in the records of the Oregon Motor Vehicles Division or the Oregon State Marine Board, indicating that the boat and trailer, other trailer, or oversize vehicle, has been impounded. The notice shall be sent by certified mail, return receipt requested, and be mailed within 48 hours of impoundment. The notice shall include the information set forth in Section 5.04.090(D)(1) though (4). The procedures for requesting a hearing before the Municipal Court to challenge the validity of any impoundment of a boat and trailer, other trailer, or oversize trailer for

violation of Section 6.04.160(B)(10), for the conduct of such a hearing, and for rulings issued following such a hearing shall be governed by Section 5.04.090(D)(4) through (6).

- b. Removal of a boat placed upon a trailer, a trailer, or oversize vehicle parked in violation of Section 6.04.160(B)(10) from one parcel of private property to another parcel of private property, or removal of such boat placed upon a trailer, trailer, or oversize vehicle from private property onto a public right-of-way, or removal of such boat placed upon a trailer, a trailer, or oversize vehicle from one location to another location on a public right-of-way, after a notice has been affixed to the boat placed upon a trailer, a trailer, or oversize vehicle under subsection (a) of this section, shall not prevent the City from proceeding with the process to have the boat placed upon a trailer, a trailer, or oversize vehicle towed from a parcel of private property or the public right-of-way and impounded under the provisions of Section 6.04.160(B)(10).

Section 3. The text of **TDMC 6.04.360** (*Failure to Pay Fine Imposed*) shall be revised to read:

6.04.360 Failure to Pay Fine Imposed.

A. Whenever any person fails to pay any fine imposed by the municipal court for a violation of this chapter, or whenever any person fails to make satisfactory arrangements for payment within 10 days of imposition of a fine, ~~the municipal court shall~~ a City staff person authorized to enforce this section may send a pre-towing notice by letter to the person who has failed to pay the fine, and to the owner of the vehicle and any lessors or security interest holders who have an interest in the vehicle as shown in the records of the Oregon Motor Vehicle Division. ~~The municipal court~~ That City staff person may order that the vehicle described in the citation be impounded, and that the vehicle not be released until all outstanding fines and charges, including towing, storage, and administrative fees, have been paid in full.

B. Whenever ~~a police officer~~ the City staff person authorized to enforce this section observes a vehicle parked in violation of a provision of this chapter or state law, if the vehicle has ~~five~~ two or more unpaid violations outstanding against it, ~~the officer~~ that City staff person may, in addition to issuing a citation, cause the vehicle to be impounded. An impounded vehicle shall not be released until all outstanding fines and charges have been paid.

C. Whenever a vehicle is impounded pursuant to subsection A or B of this section, the municipal court or the police department, shall send a letter to the owner of the vehicle, and any lessors or security interest holders, as shown in the records of the Oregon Motor Vehicle Division. The notice shall comply with the provisions set forth in the Oregon Vehicle Code, as ~~now constituted~~ may be amended or superseded, and shall notify the owner, possessor, or person having an interest in the vehicle of a right to request a hearing before the municipal court, by filing the request within five days from the mailing date of the notice.

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Section 4. The text of **TDMC 6.04.390** (*Impoundment of Vehicles*) shall be revised to read:

6.04.390 Impoundment of Vehicles.

A. Definitions. For the purpose of applying the Abandoned Vehicle provisions of the Oregon Vehicle Code within the City of The Dalles, the following words or phrases shall mean:

Abandoned Vehicle. A vehicle left unoccupied and unclaimed or in a damaged or dismantled condition such that the vehicle is inoperable.

Hazard or Obstruction to Traffic. Leaving a vehicle in a location or condition such as to constitute an immediate and continuous hazard to the safety of persons using the streets or alleys of the City. For example, and not by limitation, leaving:

- a. Vehicles blocking public or private rights-of-way.
- b. Vehicles with leaks in gas tanks.
- c. Vehicles blocking fire hydrants.

d. Vehicles parked in violation of a lawfully erected parking limitation sign or marking.

Hearings Officer. The municipal judge or the municipal court judge pro tem.

B. Fees. Storage fees and administrative fees shall be established by the City Council by resolution.

C. ~~Pursuant to ORS 801.040 and 819.140, as now constituted, the~~ The impoundment of an abandoned or a hazardous vehicle shall be governed by the provisions of the Oregon Vehicle Code, **as may be amended or superseded,** and by the procedures adopted by the City Police Department relating to impoundment of abandoned and hazardous vehicles.

D. When a vehicle is placed in a manner or location that constitutes an obstruction to traffic or a hazard to public safety, a ~~police officer~~ **City staff person authorized to enforce this section** shall order the owner or operator of the vehicle to remove it. **If the owner or operator fails to promptly move the vehicle as soon as practicable, or if it is otherwise left unattended** ~~If the vehicle is unattended, the officer~~ **that City staff person** may cause the vehicle to be towed and stored at the owner's expense. The owner shall be liable for the costs of towing and storing, even if the vehicle was parked by another or if the vehicle was initially parked in a safe manner but subsequently became an obstruction or hazard.

E. The impoundment of a vehicle will not preclude the issuance of a citation for a violation of a provision of this chapter.

F. Stolen vehicles may be towed from public or private property and stored at the expense of the vehicle owner.

Section 5. This Ordinance shall be effective 30 days after adoption.

PASSED AND ADOPTED THIS 10TH DAY OF FEBRUARY, 2025,

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

AND APPROVED BY THE MAYOR THIS 10TH DAY OF FEBRUARY, 2025.

Richard A. Mays, Mayor

ATTEST:

Amie Ell, City Clerk



AGENDA STAFF REPORT

AGENDA LOCATION: Item #10B

MEETING DATE: February 10, 2025

TO: Honorable Mayor and City Council

FROM: Jeff Renard / Airport Manager

ISSUE: Engineer of Record for the Airport

BACKGROUND: As per the FAA guidance all The National Plan of Integrated Airport Systems (NPIAS) identifies nearly 3,300 public-use airports that are included in the national airport system, the roles they currently serve, and the amounts and types of airport development eligible for Federal funding under the Airport Improvement Program (AIP) over the next 5 years. The FAA is required to publish a 5-year estimate of AIP eligible development every other year.

The NPIAS contains all commercial service airports, all reliever airports, and selected public-owned general aviation airports.

(NPIAS) airports are required to go through a “selection” process for an engineer of record every 5 years. CGRA has gone beyond the 5-year mark on this process due to the number of projects that were in process when we arrived at the 5-year point. The FAA did grant us an extension to continue our work. As we closed out the existing projects we were not allowed to start new projects without going through the RFQ and subsequent selection. We did advertise the RFQ on December 18th with a close date of Jan. 21. The City Clerk, myself and the only respondent were present at the virtual RFQ opening. Precision Approach Engineering (our existing engineer of record) was the only firm to respond to the RFQ.

The Airport Advisory Board had previously chosen a committee for the review and score the responses received. This process has been completed with the recommendation from the Board to recommend that the City Manager authorize the award of the engineering selection to Precision Approach Engineering.

BUDGET IMPLICATIONS: There are NO budget implications associated with this action. All work generated with PAE is based on specific projects typically funded by the FAA or the State, each with its own funding and associated task order.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to authorize the City Manager to award the engineer selection Professional Services Agreement to Precision Approach Engineering. Subject to the Klickitat County BOCC approval.*
2. Move to direct Staff to make requested changes for further review.
3. Move to take no action.



AGENDA STAFF REPORT

AGENDA LOCATION: Item #10C

MEETING DATE: February 10, 2025

TO: Honorable Mayor and City Council

FROM: Matthew Klebes, City Manager

ISSUE: Assistant City Manager Position Proposal

BACKGROUND: In November 2024, City staff began an evaluation of the City's Human Resources (**HR**) Department after the former HR Director's departure. The evaluation included expert assistance from CIS and involved several Department Managers and City staff. During that evaluation period, I began some due diligence connected with exploring the potential benefits of evolving the HR Director position into an Assistant City Manager (**ACM**) position.

City staff are our most important asset and it is our duty to ensure the City has the resources in place to provide the best workplace environment it can—that priority (in conjunction with the number of City staff, complexity of ongoing operations, and expected future demands) supports the strong and direct need for a City Department and staff position focused on HR. Initial information from CIS identified many opportunities to improve City processes and continue to strengthen our workplace environment, benefit packages, and other programs contributing to a healthy and competitive organization.

With the relatively recent development of an IT Department and the Facilities Supervisor position, the City Manager currently has a total of 11 direct reports. While there are many managerial models, the industry-accepted “ideal” number of direct reports is generally about 7 (depending on organizational complexity, scale and breadth of operations, and other duties of a given position).

The City Council has also been developing very robust “Goal and Action plans” with numerous new projects and initiatives aimed at fulfilling the community 2040 Vision Action Plan and responding to the needs of our community. The City Council and City staff have also been focused on modernizing outdated City processes and agreements while also intending on becoming more proactive in engaging statewide issues and

advocating for City's policy needs and community projects. The ACM position would facilitate a balance of direct reports and assist the City Manager's ability to meet the City Council's identified goals and actions.

In light of those considerations, I am proposing an Assistant City Manager/HR position. The essential duties of the position would be primarily focused on fulfilling the HR needs of the City. The City is also analyzing the existing Safety Officer position in the HR Department and it is likely that some duties may shift from the proposed new position to the Safety Officer position. This shift, coupled with the analysis of existing HR duties and alignment with the duties of the ACM, will ensure that the HR needs of the City can be met alongside the additional duties of the position.

Additional duties of the proposed position would also include assisting the City Manager in supporting and supervising management and non-management City staff (as assigned), executing major projects, and developing, evaluating, and executing short- and long-term strategies and goals. More specifically, the intended management portfolio of the proposed position would initially include the IT Department, Safety/Risk, Facilities, and the Library, but the position may evolve organically commensurate with the City's dynamic needs.

City staff gathered comparable wages from 9 different Oregon communities to get an idea of compensation for the proposed position. Not every City has an ACM position and some of the information gathered was not used due to the size or scale of the particular city (e.g., City of Beaverton). Those comparables were used in developing the proposed wage table included with this Staff Report.

Currently, the HR Director's salary range is based on the DH5 classification (\$107,002.62-\$131,599.73). The proposed position's salary range would be based on the DH3 classification (\$113,519.08-\$139,614.15). Overall, that reclassification increases the net annual salary available for the position by \$6,516.46-\$8,014.42.

If the City Council approves the proposed wage table tonight, I intend to post the ACM/HR position as quickly as possible to ensure the City's managerial and HR needs continue to be met.

BUDGET IMPLICATIONS: There are sufficient funds in the City's budget to support the revised wage table included with this Staff Report through the end of the fiscal year. If approved, I intend to budget the position as described in the upcoming City budget process.

COUNCIL ALTERNATIVES:

1. **Staff recommendation:** *Move to adopt the February 10, 2025, Wage Table adding an Assistant City Manager/HR position and eliminating the Human Resource Director position, as presented.*
2. Make modifications to then move to adopt an amended February 10, 2025, wage table adding an Assistant City Manager/HR position and eliminating the Human Resources Director position, as modified.
3. Decline formal action and provide Staff direction accordingly.

Exempt / Non-Union & Management Salary Table

Line Code	Job Classification	Revised Pending Council Approval FY24/25													
		1.033		BASE		STEP 1		STEP 2		STEP 3		STEP 4		STEP 5	
		Month	Annual	Month	Annual	Month	Annual	Month	Annual	Month	Annual	Month	Annual	Month	Annual
DH1	Public Works Director	10,010.03	120,120.30	10,310.33	123,723.91	10,619.64	127,435.63	10,938.22	131,258.70	11,266.37	135,196.46	11,604.36	139,252.35	11,952.49	143,429.92
DH1	Police Chief														
DH2	Finance Director	9,711.10	116,533.19	10,002.43	120,029.19	10,302.51	123,630.06	10,611.58	127,338.96	10,929.93	131,159.13	11,257.83	135,093.91	11,595.56	139,146.72
DH3	Assistant City Manager/HR IT Director	9,459.92	113,519.08	9,743.72	116,924.65	10,036.03	120,432.39	10,337.11	124,045.36	10,647.23	127,766.73	10,966.64	131,599.73	11,295.64	135,547.72
DH4	Community Development Director	9,184.39	110,212.70	9,459.92	113,519.08	9,743.72	116,924.65	10,036.03	120,432.39	10,337.11	124,045.36	10,647.23	127,766.73	10,966.64	131,599.73
DH5		8,916.89	107,002.62	9,184.39	110,212.70	9,459.92	113,519.08	9,743.72	116,924.65	10,036.03	120,432.39	10,337.11	124,045.36	10,647.23	127,766.73
DH6		8,759.19	105,110.25	9,021.96	108,263.56	9,292.62	111,511.46	9,571.40	114,856.81	9,858.54	118,302.51	10,154.30	121,851.59	10,458.93	125,507.13
DH7		8,504.07	102,048.78	8,759.19	105,110.25	9,021.96	108,263.56	9,292.62	111,511.46	9,571.40	114,856.81	9,858.54	118,302.51	10,154.30	121,851.59
DH8	Library Director	8,256.37	99,076.49	8,504.07	102,048.78	8,759.19	105,110.25	9,021.96	108,263.56	9,292.62	111,511.46	9,571.40	114,856.81	9,858.54	118,302.51
DH8	City Clerk/PIO														
DH9	Deputy Public Works Director	8,015.89	96,190.74	8,256.37	99,076.46	8,504.06	102,048.75	8,759.18	105,110.22	9,021.96	108,263.52	9,292.62	111,511.43	9,571.40	114,856.77
DH9	Police Captain														
DH9	Systems Administrator														
MG1	City Engineer	7,782.42	93,389.10	8,015.90	96,190.77	8,256.37	99,076.49	8,504.07	102,048.79	8,759.19	105,110.25	9,021.96	108,263.56	9,292.62	111,511.47
MG1	Water Quality Manager														
MG1	Network Administrator														
MG2	Water Distribution Manager	7,555.75	90,669.01	7,782.42	93,389.08	8,015.90	96,190.75	8,256.37	99,076.47	8,504.06	102,048.77	8,759.19	105,110.23	9,021.96	108,263.53
MG2	Wastewater Collection Manager														
MG2	Transportation Manager														
MG2	Regulatory/Admin Manager														
MG2	Project Engineer														
MG3	Police Sergeant	7,337.33	88,047.92	7,557.45	90,689.35	7,784.17	93,410.03	8,017.69	96,212.33	8,258.23	99,098.70	8,505.97	102,071.67	8,761.15	105,133.82
MG4		7,122.02	85,464.25	7,335.68	88,028.18	7,555.75	90,669.02	7,782.42	93,389.10	8,015.90	96,190.77	8,256.37	99,076.49	8,504.07	102,048.79
MG5	Economic Development Officer	6,914.58	82,975.00	7,122.02	85,464.25	7,335.68	88,028.18	7,555.75	90,669.03	7,782.42	93,389.10	8,015.90	96,190.77	8,256.37	99,076.49
MG6	Senior Planner	6,713.19	80,558.24	6,914.58	82,974.99	7,122.02	85,464.24	7,335.68	88,028.17	7,555.75	90,669.01	7,782.42	93,389.08	8,015.90	96,190.75
MG7		6,517.66	78,211.90	6,713.19	80,558.26	6,914.58	82,975.00	7,122.02	85,464.25	7,335.68	88,028.18	7,555.75	90,669.03	7,782.42	93,389.10
MG8	Facilities Supervisor	6,327.82	75,933.87	6,517.66	78,211.88	6,713.19	80,558.24	6,914.58	82,974.99	7,122.02	85,464.24	7,335.68	88,028.16	7,555.75	90,669.01
MG9	Safety Officer	6,143.52	73,722.21	6,327.82	75,933.88	6,517.66	78,211.90	6,713.19	80,558.25	6,914.58	82,975.00	7,122.02	85,464.25	7,335.68	90,669.02
OP1		5,964.58	71,574.98	6,143.52	73,722.23	6,327.82	75,933.90	6,517.66	78,211.92	6,713.19	80,558.27	6,914.59	82,975.02	7,122.02	85,464.27
OP2	Engineer-In-Training	5,790.85	69,490.26	5,964.58	71,574.97	6,143.52	73,722.22	6,327.82	75,933.88	6,517.66	78,211.90	6,713.19	80,558.26	6,914.58	82,975.00
OP3	Accountant	5,622.19	67,466.28	5,790.86	69,490.27	5,964.58	71,574.97	6,143.52	73,722.22	6,327.82	75,933.89	6,517.66	78,211.91	6,713.19	80,558.26
OP3	Associate Planner														
OP3	Divpmt Inspctr/Project Mgr														
OP3	Finance Specialist														
OP3	Paralegal														
OP3	IT Specialist														
OP4	Community Development Analyst	5,458.52	65,502.23	5,622.28	67,467.30	5,790.94	69,491.32	5,964.67	71,576.06	6,143.61	73,723.34	6,327.92	75,935.04	6,517.76	78,213.09
OP5		5,299.45	63,593.41	5,458.43	65,501.21	5,622.19	67,466.25	5,790.85	69,490.23	5,964.58	71,574.94	6,143.52	73,722.19	6,327.82	75,933.85
OP6		5,145.10	61,741.19	5,299.45	63,593.43	5,458.44	65,501.23	5,622.19	67,466.27	5,790.85	69,490.25	5,964.58	71,574.96	6,143.52	73,722.21
OP7		4,995.24	59,942.91	5,145.10	61,741.19	5,299.45	63,593.43	5,458.44	65,501.23	5,622.19	67,466.27	5,790.85	69,490.26	5,964.58	71,574.97
OP8	Finance Specialist - Personnel	4,849.75	58,196.98	4,995.24	59,942.89	5,145.10	61,741.18	5,299.45	63,593.41	5,458.43	65,501.22	5,622.19	67,466.25	5,790.85	69,490.24
OP8	Executive Assistant														
OP8	Animal Control Officer														
OP9	Assistant Planner	4,708.49	56,501.92	4,849.75	58,196.97	4,995.24	59,942.88	5,145.10	61,741.17	5,299.45	63,593.40	5,458.43	65,501.21	5,622.19	67,466.24
OP9	Codes Enforcement														
SP1	Planning Technician	4,571.36	54,856.26	4,708.50	56,501.95	4,849.75	58,197.01	4,995.24	59,942.92	5,145.10	61,741.21	5,299.45	63,593.44	5,458.44	65,501.25
SP1	Payroll Technician														
SP1	Account Technician														
SP1	Police Evidence Officer														
SP2	Administrative Secretary	4,436.50	53,238.00	4,569.59	54,835.14	4,706.68	56,480.19	4,847.88	58,174.60	4,993.32	59,919.84	5,143.12	61,717.43	5,297.41	63,568.95
SP3		4,308.94	51,707.27	4,438.21	53,258.49	4,571.35	54,856.24	4,708.49	56,501.93	4,849.75	58,196.99	4,995.24	59,942.90	5,145.10	61,741.19
SP4		4,183.44	50,201.23	4,308.94	51,707.27	4,438.21	53,258.48	4,571.35	54,856.24	4,708.49	56,501.93	4,849.75	58,196.98	4,995.24	59,942.89
SP5		4,099.58	49,194.92	4,222.56	50,670.77	4,349.24	52,190.89	4,479.72	53,756.61	4,614.11	55,369.31	4,752.53	57,030.39	4,895.11	58,741.30
SP6		3,943.29	47,319.49	4,061.59	48,739.07	4,183.44	50,201.24	4,308.94	51,707.28	4,438.21	53,258.50	4,571.35	54,856.25	4,708.50	56,501.94
SP7		3,828.44	45,941.24	3,943.29	47,319.48	4,061.59	48,739.06	4,183.44	50,201.23	4,308.94	51,707.27	4,438.21	53,258.49	4,571.35	54,856.24

Hourly Employees		Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Limited to 1040 Hours Annually Limited to 40 hours per week, one-year term Minimum Wage increases based on CPI
Public Works Seasonal Worker		20.00		23.00						
Administrative Fellow		21.00								
Library Page		14.70	15.14	15.60	16.06	16.54	17.04	17.55	18.08	
Contract Employees		Month	Annual	FLSA Exempt						
City Manager		14,635.12	175,621.45							
City Attorney		13,834.34	166,012.08							
Municipal Judge		1,784.40	21,412.84							