

MINUTES  
City Council Meeting  
July 14, 2025  
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MINUTES

CITY COUNCIL MEETING  
COUNCIL CHAMBER, CITY HALL  
JULY 14, 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, Public Works Director Dale McCabe, Deputy Public Works Director David Mills, Police Chief Tom Worthy, Community Development Director Joshua Chandler, Assistant City Manager / Human Resources Director Brenda Fahey

**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 present

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF AGENDA**

It was moved by Richardson and seconded by Randall to approve the agenda as submitted.

The motion carried 5 to 0, Richardson, Randall, Wring, Runyon, McGlothlin voting in favor; none opposed; none absent.

## **PRESENTATIONS PROCLAMATIONS**

Jim Winterbottom, District Manager for Waste Connections, presented an overview of Oregon's Recycling Modernization Act, which will standardize recycling statewide beginning July 1, 2025.

Winterbottom provided the following clarifications:

- The program aimed to ensure all Oregonians had access to a recycling drop-off site within 15 miles of their home.
- Only items on the statewide curbside list would be accepted in the new co-mingled carts; materials such as aerosol cans and plastic film needed to be taken to a transfer station.
- All companies selling into Oregon began paying into the program on July 1.
- Funding for new roll carts was processed through vendor quotes submitted to Circular Action Alliance, which paid the manufacturer directly.
- Contamination had been low due to drivers visually inspecting materials in current bins. With new carts, visibility would decrease, but technology such as hopper cameras could be used to monitor contents.
- Previously non-program items—such as garden pots, buckets, yogurt containers, and other plastics—were now allowed in the recycling stream starting July 1.

## **AUDIENCE PARTICIPATION**

Kevin Ryan, resident of The Dalles, addressed the Council regarding challenges renewing his short-term rental permit after his previous bed and breakfast permit expired. He noted new annual renewal fees and updated parking requirements, which his property could not meet. Mr. Ryan requested a waiver for his non-conforming business. A letter from Mr. Ryan was submitted (see attached).

Council discussed the short-term rental permit issues and asked staff for clarification; highlights included:

- The short-term rental code ran on a calendar year with no fee proration, and staff could not waive fees or grant exemptions without Council approval.
- Former bed and breakfast permits expired after five years, requiring transition to short-term rental licenses.
- Parking requirements changed to mandate off-street spaces for each bedroom, removing prior on-street parking allowances.
- Community concerns about parking impacts were addressed during an 18-month ordinance update, with affected operators notified.
- City manager urged for consideration about granting exceptions, as they could set precedents and weaken the ordinance.

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- Council asked staff to prepare a recommendation for consideration in two weeks.
- The goal was to process the permit quickly before the August recess, with materials provided either in the next packet or as a supplemental.
- Council expressed willingness to explore compromises that balanced continued operation with ordinance compliance.
- Staff confirmed the department verified all applications thoroughly, including site visits to confirm parking availability, and apologized for delays in permit processing.

### **CITY MANAGER REPORT**

City Manager Matthew Klebes reported;

- Attended the Oregon City County Managers Association conference, focusing on:
  - Networking and sharing common city challenges across Oregon
  - Developing a senior advisors program to support new and transitioning city managers
  - Legislative updates including:
    - A failed bill to adjust transient lodging tax revenue splits
    - The failure of a major transportation funding bill affecting ODOT services locally
    - Passage of a bill granting unemployment benefits to striking workers
    - Tighter housing permit timelines impacting Community Development
    - Secured funding for the Hood River-White Salmon bridge project
- Provided an update on airport joint operating agreement discussions with Klickitat County, with progress expected to return to Council for approval.

### **CITY COUNCIL REPORTS**

Councilor Runyon reported;

- Met with legislators about concerns over road funding priorities affecting the community
- Attended Community Outreach Team meeting
- Attended QLife Board meeting
- Participated in the July 4<sup>th</sup> parade

Councilor Richardson reported;

- Attended an Urban Renewal meeting
- Attended Federal Street Plaza committee meeting
- Noted his upcoming appointment to Columbia Cascade Housing Corporation, supporting local low-income housing projects
- Met with Assistant City Manager/HR and Wring regarding updating evaluation process for the City Manager, City Attorney, and Municipal Court Judge

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- Highlighted the need for the City to engage in wildfire mitigation efforts and collaborate with regional partners, suggesting the Community Outreach Team begin discussions

Councilor Randall reported;

- Met with the Household Hazardous Waste Steering Committee.
- Attended a briefing with city leadership and Councilor Wring.
- Participated in the July 4<sup>th</sup> parade.

Councilor McGlothlin reported;

- Attended an airport meeting.
- Participated in the July 4<sup>th</sup> parade.
- Coordinated with Wasco County emergency restoration and MCCED on organizing and distributing donations for those impacted by the Rowena Fire.
- Planned to attend the swearing-in ceremony of Officer Rebecca Kimball.

Councilor Wring reported;

- Attended the Federal Street Plaza meeting.
- Participated in the briefing session.
- Planned to coordinate with The Dalles Sister Cities in preparation for the upcoming visit from Myoshi City, Japan.

Mayor Mays reported;

- Conducted a radio interview with Mark Bailey on KACI.
- Attended the Community Outreach Team meeting
- Attended the Federal Street Plaza Committee meeting
- Participated in the July 4<sup>th</sup> parade, serving as a judge and awarding the Mayor's Award
- Attended a meeting with Rowena area residents regarding a potential lawsuit against Union Pacific Railroad.
- Attended John Baker's retirement luncheon after 39 years with Public Works.
- Joined the Yard of the Month celebration for Marsha Morrison's yard.
- Reported Darcy Long resigned from Urban Renewal due to a scheduling conflict with her Columbia Gorge Community College Board position.
- Requested volunteers for the Beautification and Tree Committee.

## **CONSENT AGENDA**

It was moved by McGlothlin and seconded by Wring to approve the Consent Agenda as presented.

The motion carried 4 to 0, McGlothlin, Wring, Randall, Runyon voting in favor; none opposed; none absent.

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Items approved on the consent agenda:

- A) Approval of the June 23, 2025 Regular City Council Meeting Minutes
- B) Authorization to Purchase Three Engineered Metal Buildings for Public Works Fleet Vehicles Covered Storage
- C) Authorization to Declare Surplus of Two Police Vehicles
- D) Resolution No. 25-031 Concurring with The Mayor's Appointments to The Historic Landmarks Commission and Federal Street Plaza Ad Hoc Committee
- E) Resolution No. 25-030 Concurring with The Mayor's Appointment to Columbia Cascade Housing Corporation (CCHC) Board of Directors

### **PUBLIC HEARING**

Legislative Public Hearing – Consideration of General Ordinance No. 25-1414, Amending The Dalles Comprehensive Plan and Title 10 of The Dalles Municipal Code to Comply with FEMA's 2024 Pre-Implementation Compliance Measures (PICM) Mandate and Updated Floodplain Development Standards

Mayor Mays announced the Public Hearing and read the rules.

Mayor Mays asked if any members of the City Council wish to make any conflict of interest disclosure or abstain from participating or voting on the matter because of possible financial gain resulting from the legislative action.

There were none.

The public hearing opened at 6:30 p.m.

Mayor Mays called for the staff report.

Joshua Chandler, Community Development Director reviewed the staff report. (See attached)

Council asked staff clarifying questions of staff. Highlights included:

- Option two shifted compliance costs to developers, potentially saving the City money but risking impacts on development feasibility and future FEMA amendments.
- FEMA had not formally approved option two, creating uncertainty and potential for stricter future regulations.
- The City risked jeopardizing current and future developments if the ordinance was not adopted promptly, as FEMA required compliance for flood insurance participation.
- Approximately 210 properties were within current floodplain maps, increasing to about 224 with updated maps; about 58 parcels were undeveloped.

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- Habitat assessments for floodplain developments could cost between \$5,000 and \$20,000 depending on complexity.
- Adoption was necessary despite incomplete information, with plans to revisit and update regulations as new FEMA data emerged.
- Other Oregon communities responded variably; Wasco County delayed its ordinance hearing to November, awaiting possible legal developments. State agencies encouraged timely adoption by cities, though many delayed action.
- No formal comments were received from FEMA or DLCD; FEMA remained unresponsive despite repeated outreach.
- Flood modeling showed an undersized tunnel unable to handle major flows; the City obtained data to consider costly tunnel upgrades or replacements.
  - Debris clearing causing flooding near Second Street was primarily the responsibility of the Corps of Engineers, with coordination from the railroad and public works.
  - Even if cleared, upstream debris could plug the tunnel during major floods, increasing risks.
- Concerns were raised that new regulations could render some properties unbuildable; however, staff noted many remain developable with adequate investment, albeit at higher cost and complexity.

Mayor Mays asked if anyone from the public wish to offer relevant testimony or ask relevant questions on the matter.

There were none.

Mayor Mays closed the public hearing at 7:16 p.m.

It was moved by Randall and seconded by Richardson to adopt General Ordinance No. 25-1414, an ordinance amending The Dalles Comprehensive Plan and Title 10 of The Dalles Municipal Code to comply with FEMA's 2024 Pre-Implementation Compliance Measures (PICM) mandate and updated floodplain development standards, based upon the findings of fact and conclusions of law set forth in the Agenda Staff Report, by title only, as presented.

City Clerk Amie Ell read the ordinance by title.

The motion carried 5 to 0, Randall, Richardson, Runyon, Wring, McGlothlin voting in favor; none opposed; none absent.

## **CONTRACT REVIEW BOARD ACTIONS**

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Authorizing the City Manager to execute Contract No. 2025-009, a Professional Services Agreement with Walker Macy, LLC, for the Federal Street Plaza Project

Klebes responded to questions from Council clarifying that the work outlined in the contract was necessary to advance the project to final design and the bidding phase. The contract with Walker Macy was included within the already budgeted \$4.9 million for fiscal year 2025–26 and was not in addition to that amount.

It was moved by Richardson and seconded by McGlothlin to adopt the Proposed Findings presented herein and authorize the City Manager to enter a Professional Services Agreement for Professional and Related Services with Walker Macy for the Federal Street Plaza Project in an amount not to exceed \$619,212.00, as presented.

The motion carried 5 to 0, Richardson, McGlothlin, Wring, Randall, Runyon voting in favor; none opposed; none absent.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 7:33 p.m.

Submitted by/  
Amie Ell, City Clerk

  
SIGNED: \_\_\_\_\_  
Richard A. Mays, Mayor

  
ATTEST: \_\_\_\_\_  
Amie Ell, City Clerk

7/7/2025

Open Letter to THE DALLES City Council

From: Kevin & Julie Ryan  
R&R Guesthouse  
Owner / Operator

RE: Short Term Rental Permit / Operating Permit. Intent to provide public comment during the regular city council meeting on 7/14/2025.

Dear Council;

The purpose of this correspondence is to bring our current STR permitting process to your attention and to ask for your review and intervention. On 9/6/24 our current **BBV** permit with the city expired and on 9/11/24 we submitted our renewal application for our **BBV** permit. Still, as of today we are seeking our permit as a STR business. The inability to obtain our permit has put our longstanding, successful business in jeopardy.

In early October 2024, I contacted the planning department to inquire the status of our BBV renewal application and was informed that our BBV renewal application could not be processed because the BBV permits were no longer being issued and that we would need to submit a new application for a STR permit. I subsequently went back down to the planning office to obtain the new STR permitting application and to recover my \$300.00 check that was returned to me. Upon returning from vacation, on 11/13/24 I went into the planning office to submit my new STR application and my \$300.00 payment. During my interaction with the secretary, I inquired how often I would need to renew our permit; "is it a five year permit? A two year permit? She proceeded to inform me that I would have to return after 1/1/25 and submit a new renewal application along with another \$300.00, "the permits are now on an calendar year annual renewal basis". Being unpleasantly surprised by this information I asked if I could wait until after 1/1/25 to submit my application and payment since we had finished our rental season and would not have any rentals until the spring of 2025. She agreed and I replied that I would see her in January with my application and my check. In January 2025 I returned and submitted my application and payment.

In the meantime, I was unaware that a completely new ordinance for STR permits had been adopted, to go into effect on 12/7/24. This new ordinance, specifically the new parking requirements, are now impeding us in obtaining our STR permit to operate.

The three specific assertions we want to bring before the city council are;

1. We (Kevin & Julie Ryan) have owned and operated the R&R Guesthouse in good standing for the past 11 years. We have had no complaints from our neighbors and operate with a "zero impact" mentality. We are asking that the R&R Guesthouse be considered as an "existing non-conforming business" in order to obtain our STR operating permit. We are not a new business asking for this accommodation. We are a legitimate, long term, existing business that the new STR **parking requirements will put out**

**of business unless we are grandfathered under an “existing non-conforming business” waiver.**

2. It is clear from the above account that we had been actively engaged in the process of renewing our operating permit from early September 2024 just days after our active permit expired. Unfortunately, this happened to be the same window of time that the city discontinued the BBV permit and put into effect the current STR ordinance. We had no awareness of the new parking regulations and the impact they would have on us obtaining a new STR permit. It's obvious that had we known that such changes with parking were on the horizon we would certainly have submitted our permit application on 11/13/24 instead of waiting till after 1/1/2025.

3. Under our previous BBV permit we satisfied the parking requirements. Under our previous BBV permit **off street parking was not required for the property owners vehicles nor for the first bedroom of the property**. The new STR parking requirements require us to have a total of **six off street parking spots** in order to operate. We would willingly meet this requirement if it was physically possible to do so. We have no such capacity and therefore this unrealistic parking requirement threatens to deny us a STR permit and put us out of business.

Furthermore, we only allow our guests a maximum of 3 vehicles. We have our guests park one car on our driveway, one car on the street (directly in front of our rental) and the third car (if they have a third car) in an off street parking pad on our adjacent neighbors property; by agreement. As a result of our “vetting” of our guests and vigilance per our commitment for “zero impact” we have **never** had any parking issues with neighbors in our 11years of operating.

We, Kevin and Julie Ryan ask for The Dalles City Counsel to in good faith review this unique situation and to work to a resolve for our permitting impediment. We would request to be put on the regular City Council meeting agenda in a future date to more adequately provide testimony and answer any question the council would have. We believe it is wrong, unnecessary and detrimental for the R&R Guesthouse to be put out of business for the reasons outlined. Please keep us operating as an exemplary STR in our community.

Respectfully Submitted,

Kevin & Julie Ryan  
Owners/ Operators/ Onsite residents  
R&R Guesthouse  
508 W. 12th Street  
THE DALLES, Oregon 97058

(541) 340-0402  
GuestHouseTheDalles@gmail.com





# City of The Dalles City Council

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MONDAY JULY 14, 2025 | 5:30 PM



# Hearing Details

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**Application:** Zoning Ordinance Amendment (ZOA) 110-25 | Comprehensive Plan Amendment (CPA) 56-25

**Applicant:** City of The Dalles

**Properties Affected:** All properties within the Urban Growth Boundary located within a Special Hazard Flood Area (SFHA)

**Issue:** *Legislative Public Hearing – Consideration of General Ordinance No. 25-1414, an ordinance amending The Dalles Comprehensive Plan and Title 10 of The Dalles Municipal Code to comply with FEMA's 2024 Pre-Implementation Compliance Measures (PICM) mandate and updated floodplain development standards.*



# Purpose of Amendments

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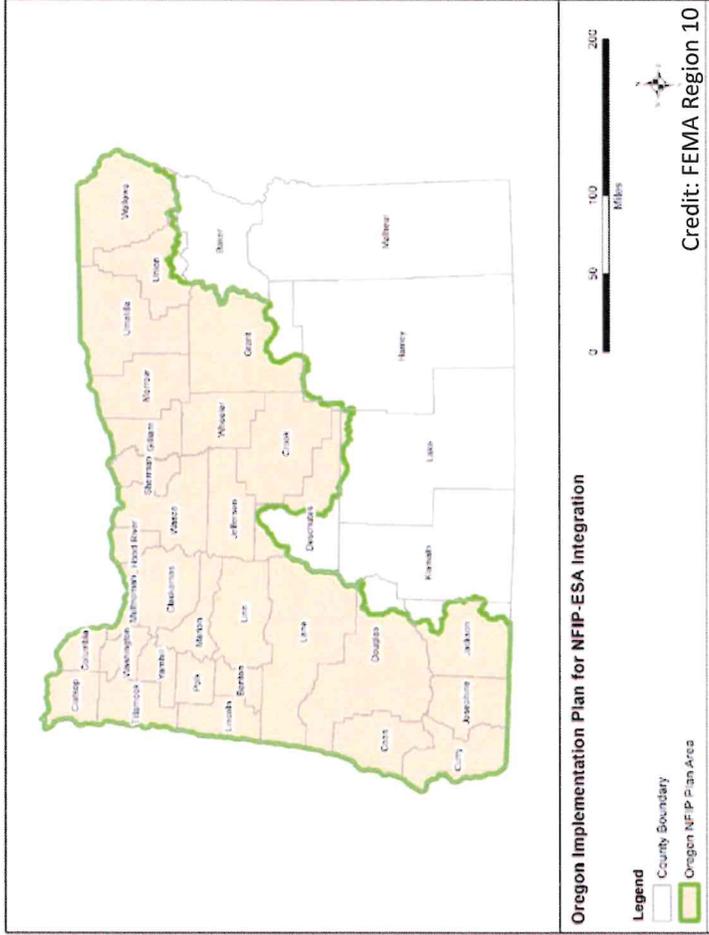
- Update local floodplain regulations to federal standards
- Comply with FEMA's 2024 Pre-Implementation Compliance Measures (PICM)
- Ensure continued participation in the National Flood Insurance Program (NFIP)



## PICM Mandate

- July 2024: FEMA Region 10 issues mandate for compliance of “no net loss” standards by July 31, 2025
- Intended to ensure compliance with Endangered Species Act
- Mandate applies to 239 Oregon communities
- Communities required to choose 1 of 3 compliance PICM paths by December 1, 2024

# PICM Mandate



## PICM Mandate: Background

- 2009: FEMA sued for failing to consult National Marine Fisheries Service (NMFS) on NFIP impacts to endangered species
- 2016: FEMA settles lawsuits; NMFS issues Biological Opinion (BiOp) identifying NFIP's threat to ESA-listed species and recommending mitigation
- 2023: FEMA sued again for delayed BiOp implementation
- 2024: FEMA announces Pre-Implementation Compliance Measures (PICM) to bridge gap until full BiOp implementation (targeted for 2027)

# PICM Options

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- Model Ordinance: Adopt ordinance integrating ESA requirements into local land use code
- Permit-by-Permit: Require floodplain development permits to include habitat assessment and mitigation plan demonstrating “no net loss”
- Prohibition: Ban all new development in designated floodplain areas
- November 25, 2024: City Council selected implementation of Model Ordinance



# Model Ordinance

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- FEMA's regulatory template for floodplain standards
- 2020: Issued Model Ordinance providing guidance for community regulations
- 2024: Issued revised Model Ordinance adding Section 6 for "no net loss" standards
- Per FEMA: *"the ordinance was revised to ensure that the implementation of the NFIP-ESA integration "no net loss" standards avoids or offsets adverse impacts on threatened and endangered species and their critical habitat"*

## FIRM Updates

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- Flood Insurance Rate Maps (FIRM) from 1984 still in effect
- FEMA began map updates in 2014
- Preliminary maps issued in 2023 w/ 90-day comment/appeal period
- Public feedback led to further revisions
- New preliminary maps to be reissued mid-2025 for second 90-day comment/appeal for changes to Mill and Chenoweth Creeks
- Final FIRM expected in 2026
- **1984 FIRM remains in effect until new maps are finalized**



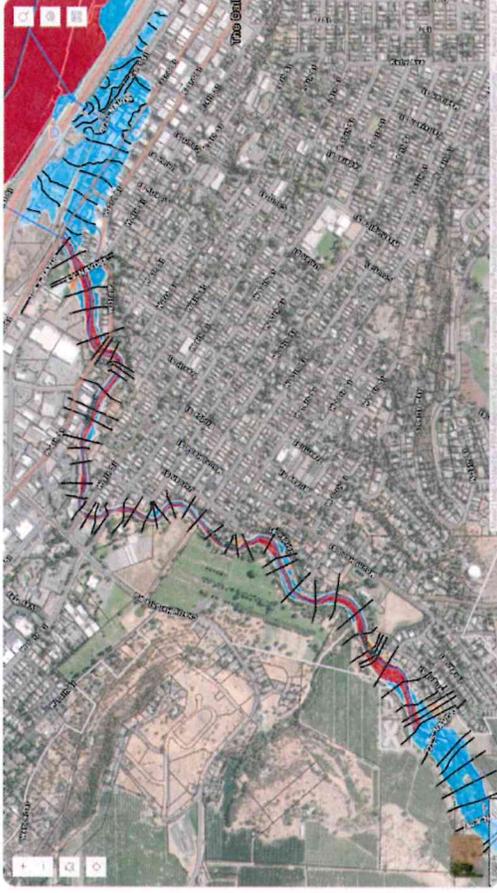


# FIRM Updates

## Mill Creek



1984



2026

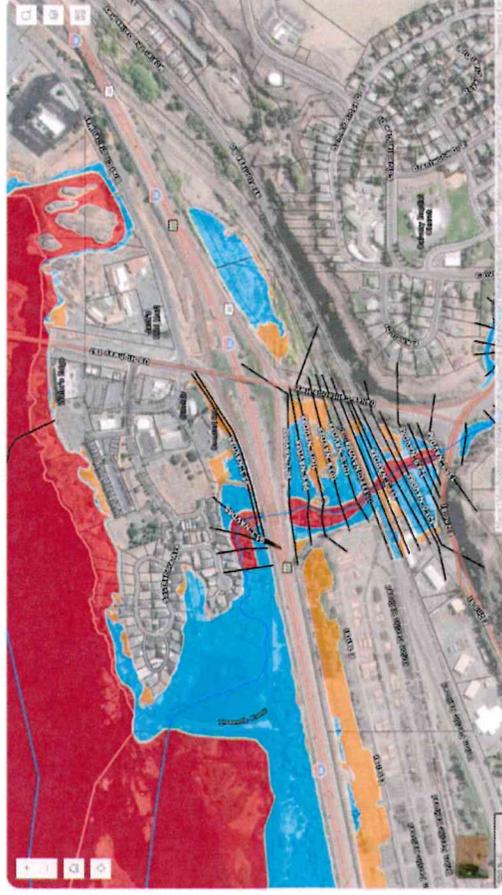


# FIRM Updates

## Lone Pine



1984



2026



# Noticing

- December 1, 2024: City informed FEMA of selected PICM Option
- May 1, 2025: Submitted proposed amendments to DLCD
- May 15, 2025: Notified FEMA Region 10 of proposed amendments
  - *No comments received from either agency*
- May 16, 2025: Ballot Measure 56 Notices (current and future mapped properties)
- May 21, 2025: PC Meeting Notice in Columbia Gorge News
- June 25, 2025: CC Meeting Notice in Columbia Gorge News

*One written comment received to date. Included as Exhibit F.*

# Overview of Proposed Amendments

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## THE DALLES COMPREHENSIVE PLAN

### Updates to:

- Goal 5 Policies
- Goal 7 Implementation Measures
- Goal 9 Policies
- Goal 11 Policies

## THE DALLES MUNICIPAL CODE

### Updates to:

- Chapter 10.2, *Definitions*
  - Chapter 10.3, Article 3.070 *Variances*
  - Chapter 10.5, Article 5.130 *Stream Corridor District*
  - Chapter 10.6, Article 6.170 *Density*
  - Chapter 10.8, *Physical and Environmental Constraints*
  - Chapter 10.12, *Recreational Vehicle Parks*
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# Overview of Proposed Amendments (TDMC)

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- Repeals outdated provisions
- Establishes new permit requirements
- Requires assessment of "no net loss" conducted by a qualified professional
- Updates enforcement & review criteria
- Updates terminology (e.g., "100-year floodplain" → "SFHA")
- Adds new variance procedures for SFHA
- Elevation certificate requirements and clear determination of BFE

# “No Net Loss” Standards

- Part of the PICM update to FEMA’s Model Ordinance
- Introduced with limited coordination with Oregon agencies
- Conflicts with Oregon’s “clear and objective” residential development standards
- Key Concerns:
  - Risk of regulatory takings claims
  - Impacts on housing production
  - Unfunded mandate burdening local governments

## “No Net Loss” Standards: “Option 2”

- City worked with Beery, Elsner & Hammond LLP for legal consultation on “no net loss” standards
- Goal: Maintain FEMA compliance while upholding Oregon land use law
- Regulatory Path Chosen: new “Option 2”
- Shifts compliance burden from City to applicants
- Applicants must demonstrate ESA & BiOp compliance via four defined pathways
- City verifies documentation — not responsible for environmental analysis
- Similar process in TDMC for geologic hazard study requirements for development in Geohazard Zones

# “No Net Loss” Standards: “Option 2”

- **Advantages**
  - Aligns with Oregon legal standards
  - Minimizes City’s financial and administrative burden
  - Maintains FEMA’s conservation goals
  - Reduces LUBA appeal risk
- **Challenges**
  - FEMA has not yet formally approved Option 2
  - Future federal rule changes may affect compliance
  - Increased applicant costs could impact housing affordability



# Planning Commission: June 6, 2025

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## Concerns/Comments:

- Concern over financial burden
  - Calls for clearer guidance, simpler permitting, and better outreach
  - Requests to delay adoption
  - Emphasis on balancing NFIP compliance with minimizing disruption
  - Shared need for technical support and public education
- 

## Planning Commission: *Staff Response*

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- Acknowledge financial and clarity concerns
  - Developed detailed online info hub with maps, standards, and resources
  - Exceeded notification requirements to provide early awareness
  - Committed to expanding technical support and improving guidance
  - Emphasized urgency of adoption to maintain NFIP eligibility
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# Webpage

The screenshot shows the City of The Dalles Oregon website with a navigation menu at the top: City Council & Government, Job/Bids, How Do I?, EN, Home. Below the menu are tabs for Business, Community, Departments, and Planning. The main content area is divided into several sections:

- City Clerk:** Staff Directory, Digital Archives Public Document Search, Public Records Request, Apply for Committee, Commissions or Board, Press Releases, Newsletters, & Agendas Sign Up, Report an Concern.
- City Manager:** Agendas/Minutes, City of The Dalles Budget, Newsletter, Public Records Request, Report an Concern, Columbia Gorge Regional Airport.
- Community Development/ Planning:** Planning Forms, Zoning Map, Planning Commission Agendas, The Dalles Floodplain Information Hub (highlighted with a red arrow), Housing Needs Analysis, Housing Production Strategy.
- Finance:** Adopted Budgets, Annual Financial Reports, Business Related Licenses, City Business Taxes, Make a Payment, Water/Sewer Utility & Billing, Water Leak.
- Human Resources:** Recruitment, Salary & Wage Tables, Current Job Openings, City Employees Log In, Police Employment Information.
- Legal:** Incident Report Form, Public Records Request, Contract Review Board Rules.
- Police:** Crime Map, Organizational Chart, Partner Agencies, Police Employment Additional Information, Programs, Staff Directory, Security Camera Registration Program, Victims Rights.
- Public Works:** Engineering Division, Master Plans, Traffic Safety Commission, Transportation Division, Wastewater & Stormwater, Water Distribution, Water Supply & Treatment, Traffic Court.

On the right side, there are icons for: Applications & Documents, Agendas and Minutes, Make a Payment, Press Releases & Public Notice, Public Records Request, and Report a Concern.

- Code update information

- StoryMap

- “How-To” guide for property owners

- List of qualified contractors

- Interactive map comparison (1984 vs. 2026)

- Updates on FEMA map update

# Council Alternatives

- 1. Staff recommendation:** *Move to adopt General Ordinance No. 25-1414, an ordinance amending The Dalles Comprehensive Plan and Title 10 of The Dalles Municipal Code to comply with FEMA's 2024 Pre-Implementation Compliance Measures (PICM) mandate and updated floodplain development standards, based upon the findings of fact and conclusions of law set forth in the Agenda Staff Report, by title only, as presented.*
- 2.** Make modifications to then move to adopt General Ordinance No. 25-1414, as amended.
- 3.** Decline formal adoption and provide Staff additional direction.





# City of The Dalles City Council

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MONDAY JULY 14, 2025 | 5:30 PM

