

AGENDA

REGULAR CITY COUNCIL MEETING

October 12, 2015

5:30 p.m.

CITY HALL COUNCIL CHAMBER

313 COURT STREET

THE DALLES, OREGON

1. CALL TO ORDER
2. ROLL CALL OF COUNCIL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. PRESENTATIONS/PROCLAMATIONS
 - A. Presentation by YouthThink
 - B. Domestic Violence Prevention Month Proclamation
6. AUDIENCE PARTICIPATION

During this portion of the meeting, anyone may speak on any subject which does not later appear on the agenda. Five minutes per person will be allowed. 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.
7. CITY MANAGER REPORT
8. CITY ATTORNEY REPORT
9. CITY COUNCIL REPORTS
 - A. Resolution No. 15-039 Setting Forth the City's Commitment to Place Healthy Options Within Reach of City Residents

CITY OF THE DALLES

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

10. 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 September 28, 2015 Regular City Council Meeting Minutes
- B. Resolution No. 15-042 Concurring With the Mayor's Appointment of a Transportation System Plan Public Advisory Committee
- C. Resolution No. 15-037 Concurring With the Mayor's Appointment of a Municipal Court Task Force
- D. Resolution No. 15-031 Assessing Properties at 801 Liberty Street, 1290 West Eighth Street, 1100 Mt. Hood Street, 913 Laughlin Street, and 387 Summit Ridge Road, for Abatement of Junk and Hazardous Vegetation

11. CONTRACT REVIEW BOARD ACTIONS

- A. Award Contract for Wastewater Treatment Plant Improvements, Phase 1, B
- B. Award Contract for Construction of Library Children's Addition
- C. Approval of Contract Amendment With FFA Architects for Revised Library Plan
- D. Award Contract for Construction Management of the Library Children's Addition Project
- E. Award Contract with Tyler Communications for Purchase, Implementation and Training for New Software

12. ACTION ITEMS

- A. General Ordinance No. 15-1341 Amending Various Provisions of General Ordinance No. 98-1222, as Amended
- B. Resolution No. 15-040 Adopting a Supplemental Budget for the Fiscal Year 2015-16, Making Appropriations and Authorizing Expenditures From and Within Various Funds of the City of The Dalles Adopted Budget
- C. Resolution No. 15-041 Authorizing Transfers of Funds Between Categories of Various Funds, Making Appropriations and Authorizing Expenditures for Fiscal Year Ending June 30, 2016

- D. Special Ordinance No. 15-568 Approving a Development Agreement With Design LLC for Public Infrastructure to Serve Future Facilities

13. ADJOURNMENT

This meeting conducted in a handicap accessible room.

Prepared by/
Julie Krueger, MMC
City Clerk

_____

PROCLAMATION

“DOMESTIC VIOLENCE AWARENESS MONTH”

WHEREAS, the crime of domestic violence violates an individual’s privacy and dignity, security and humanity, due to use of physical, emotional, sexual, psychological and economic control and/or abuse; and

WHEREAS, domestic violence affects all social groups, but affects those of economic, racial, religious, ethnic, geographic and societal backgrounds more; and

WHEREAS, preventing domestic violence is not only possible but is our collective responsibility, and prevention requires significant changes to our social norms regarding gender roles, strength, relationships, and the normalization of violence; and

WHEREAS, programs across Oregon provide vital community based services such as hospital accompaniment, support groups and emergency shelters; and

NOW, THEREFORE, I, Stephen E. Lawrence, Mayor of the City of The Dalles, do hereby proclaim the month of October 2015, as

“DOMESTIC VIOLENCE AWARENESS MONTH”

and encourage the citizens of The Dalles to join in this observance.

APPROVED AND DATED THIS 12th DAY OF OCTOBER, 2015

SIGNED:

Stephen E. Lawrence, Mayor

ATTEST:

Julie Krueger, MMC, City Clerk

RESOLUTION NO. 15-039

**A RESOLUTION SETTING FORTH THE CITY'S
COMMITMENT TO PLACE HEALTHY OPTIONS
WITHIN REACH OF CITY RESIDENTS**

WHEREAS, it is important to improve livability in the community by supporting policies that promote healthy eating and active living and to participate in campaigns, events, and training to encourage residents to choose a healthy lifestyle; and

WHEREAS, as a member of the League of Oregon Cities, who encourages member cities to adopt preventative measures to fight obesity, the City Council wishes to join the HEAL Cities Campaign for healthy eating and active living for all residents and to create a culture of wellness in municipal workplaces; and

WHEREAS, the City of The Dalles has signed a declaration of cooperation to support the Wasco County Childhood Obesity Reduction Community Action Plan, in May of 2015, and is committed to partnering with other governmental entities to support reducing childhood obesity;

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

Section 1. Support for HEAL Cities Campaign. The City Council recognizes the importance of joining the HEAL Cities Campaign to help improve local livability and to have a positive impact on the community's health and well-being.

Section 2. Identification of Policies. The City will work with HEAL Cities staff to explore policies and to identify those policies that the City may be able to promote or adopt.

Section 3. Promote HEAL Cities Participation. The City will work with HEAL Cities, and local governmental entities to promote the philosophy of healthy eating and active living.

Section 4. Effective Date. This Resolution shall become effective upon adoption, October 12, 2015.

PASSED AND ADOPTED THIS 12TH DAY OF OCTOBER, 2015

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

AND APPROVED BY THE MAYOR THIS 12TH DAY OF OCTOBER, 2015

Stephen E. Lawrence, Mayor

Attest:

Julie Krueger, MMC, City Clerk

**CITY of THE DALLES**313 COURT STREET
THE DALLES, OR 97058PH. (541) 296-5481
FAX (541) 296-6906**AGENDA STAFF REPORT**
CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2015	Consent Agenda 10, A - D	N/A

TO: Honorable Mayor and City Council**FROM:** Julie Krueger, MMC, City Clerk**DATE:** September 30, 2015**ISSUE:** Approving items on the Consent Agenda and authorizing City staff to sign contract documents.A. **ITEM:** Approval of September 28, 2015 City Council Meeting Minutes.**BUDGET IMPLICATIONS:** None.**SYNOPSIS:** The minutes of the September 28, 2015 City Council meeting have been prepared and are submitted for review and approval.**RECOMMENDATION:** That City Council review and approve the minutes of the September 28, 2015 City Council meeting.B. **ITEM:** Resolution No. 15-042 Concurring With the Mayor's Appointment of a Transportation System Plan Public Advisory Committee.**BUDGET IMPLICATIONS:** None.

SYNOPSIS: The Mayor has selected the members of the Committee. This committee is established in conjunction with the overall update of the Transportation System Plan.

RECOMMENDATION: That City Council adopt Resolution No. 15-042 concurring with the Mayor's appointment of a Transportation System Plan Public Advisory Committee.

C. **ITEM:** Resolution No. 15-037 Concurring With the Mayor's Appointment of a Municipal Court Task Force.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The Mayor has selected the members of the committee, as outlined in the resolution. The purpose of this task force is to examine the current court model, alternative models and potential consequences to the community, and to provide recommendations to the City Council.

RECOMMENDATION: That City Council adopt Resolution No. 15-037 concurring with the Mayor's appointment of the Municipal Court Task Force.

D. **ITEM:** Resolution No. 15-031 Assessing the Properties at 801 Liberty Street, 1290 West Eighth Street, 1100 Mt. Hood Street, 913 Laughlin Street, and 387 Summit Ridge Road for abatement of junk and hazardous vegetation.

BUDGET IMPLICATIONS: Assessment fees will be entered on the City's Lien Docket for collection.

SYNOPSIS: A Notice to Abate Nuisance Conditions was posted by Nikki Lesich, the City's Code Enforcement Officer, upon the properties located at 801 Liberty Street, 1290 West Eighth Street, 110 Mt. Hood Street, 913 Laughlin Street, and 387 Summit Ridge Road on the dates shown in Resolution No. 15-031. The Notice to Abate Nuisance Conditions advised the property owners of nuisance conditions existing upon the properties, consisting of the presence of junk and hazardous vegetation. When the property owners did not remove the nuisance conditions, the City hired Rod Huante to abate the public nuisances. The cost for removal of the nuisance conditions was \$750.00 for the property located at 801 Liberty Street, \$599.00 for the property located at 1290 West Eighth Street, \$1,790.00 for the property located at 1100 Mt. Hood Street, \$1,199.00 for the property located at 913 Laughlin Street, and \$550 for the property at 387 Summit Ridge Road. The cost for the property at 801 Liberty Street, 1100 Mt. Hood Street, and 913 Laughlin Street includes an administrative fee of \$500 required by General Ordinance No. 93-1162.

On June 1, 2015, a notice of the proposed assessment for the costs of the abatement was sent to Max & Amber Lugauer, the owners of the property located at 801 Liberty Street, and to Rae Ann Clark, the owner of the property located at 1290 West Eighth Street. Copies of the notices are enclosed with this staff report. The notices advised the owners they had until June 8, 2015 to file any objections to the proposed assessments, and that if the assessments were not paid by June 16, 2015 and July 1, 2015 respectively, the amount of the assessments would be imposed as a lien upon the properties. No objections to the assessments were filed by June 8, 2015, and no payment has been made toward the proposed assessments by any of the property owners.

On July 21, 2015, a notice of the proposed assessment for the costs of the abatement was sent to Nationstar Mortgage LLC, the previous owner of the property located at 1100 Mt. Hood Street (the property is currently owned by the Federal National Mortgage Association); to Letha Johnson, the owner of the property located at 913 Laughlin Street; and to William & Kristi Ketchum, the owners of the property located at 387 Summit Ridge Road. Copies of the notices are enclosed with this staff report. The notices advised the owners they had until July 27, 2015 to file any objections to the proposed assessments, and that if the assessments were not paid by August 5, 2015 and August 20, 2015 respectively, the amount of the assessments would be imposed as a lien upon the properties. No objections to the assessments were filed by July 27, 2015, and no payment has been made toward the proposed assessments by any of the property owners.

RECOMMENDATION: That the City Council adopt Resolution No. 15-031 assessing the properties at 801 Liberty Street, 1209 West Eighth Street, 1100 Mt. Hood Street, 913 Laughlin, and 387 Summit Ridge Road

MINUTES

REGULAR COUNCIL MEETING
OF
SEPTEMBER 28, 2015
5:30 P.M.

THE DALLES CITY HALL
313 COURT STREET
THE DALLES, OREGON

PRESIDING: Mayor Steve Lawrence

COUNCIL PRESENT: Dan Spatz, Tim McGlothlin, Linda Miller, Russ Brown, Taner Elliott

COUNCIL ABSENT: None

STAFF PRESENT: Interim City Manager Julie Krueger, Recording Secretary Izetta Grossman, Project Coordinator Daniel Hunter, Public Works Director Dave Anderson, Finance Director Kate Mast, Police Chief Jay Waterbury, Engineer Dale McCabe, Economic Development Specialist Dan Durow

CALL TO ORDER

Mayor Lawrence called the meeting to order at 5:30 p.m.

ROLL CALL

Roll call was conducted by Recording Secretary Izetta Grossman; all Councilors present.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

The Mayor removed Item 11-A from the agenda and added 11-G Qlife Intergovernmental Agreement to the agenda. It was moved by Miller seconded by Elliott to approve the agenda as amended. The motion carried unanimously.

PRESENTATIONS/PROCLAMATIONS

Main Street Program Update

Main Street Executive Director Matthew Klebes gave a report on the activities of the Main Street Program noting they had finished their annual review of goals and objectives. He said that Main Street would be hosting the Main Street Conference October 7-9 and said this event was free, but pre-registration was needed. He handed out information on the conference. Klebes also said that the Annual Downtown Uncorked fundraiser was October 9 from 7 to 10 p.m. at the Elks Building. He said this was the second annual event and is promising to be better than last year.

AUDIENCE PARTICIPATION

Mayor Lawrence reviewed the rules for audience participation and said due to the large number of people wanting to speak he was limiting each person to three minutes.

Jim Habberstad, Attorney for Mid-Columbia Medical Center expressed concerns about the leases that were connected regarding the Business Incubator Center. He said his board had authorized both leases together. He said if the Business Incubator Center lease was not signed MCMC will not go forward with the Craig's Building lease. Mayor Lawrence asked what the timing was for resolution and Mr. Habberstad said as soon as possible, there was much to be accomplished to make the April move in date. Mayor Lawrence said he would get back to Mr. Habberstad on Tuesday.

Bill McBurney, The Dalles, expressed support of the Mayor and Council's decision to terminate the contract of the city manager. He thanked them for doing so in the interest of the City of The Dalles.

Chip Wood, 415 West 15th said he held the opposing view and chastised the Council for the action taken at the last City Council meeting, terminating the contract of the city manager. He said the Council ran on a platform of transparency and owed the voters a public explanation.

Mayor Lawrence stated that the Charter stated that the Council could remove the City Manager at will.

John Hutchinson, 305 West 23rd, said that a number of people support the decision to change direction.

Mayor Lawrence reminded the audience that it was a personnel matter that would not be discussed.

CITY MANAGER REPORT

Interim City Manager Julie Krueger reported the following:

Wi Fi Phase V: agreements are being reviewed by the Civic Auditorium and East Side Fire Station locations, then installation will occur. System upgrades are in progress. Project is expected to be completed by the end of the year.

Krueger said the City had been notified we will receive a SAIF dividend refund of \$45,229. Mayor Lawrence asked if those funds would be used for safety plan, as directed last year. Finance Director Mast said she would prepare a supplemental budget for that line item, as these funds were not anticipated.

Krueger reported that the City Hall Safety Committee had updated the fire prevention and emergency action plan for the building.

She said SHPO was presenting a workshop in The Dalles on October 9 and 10 to teach window restoration for historic buildings. The cost was \$80 per person and she had handouts available.

City Hall would be closed October 2 from 10:30 to 1 p.m. to allow employees to attend the funeral service for Dixie Parker.

The Dalles Dam tours concluded this past weekend. Ridership had increased over last year. August ridership increased 15%; September ridership increased 31% as of September 21.

Krueger reported that Public Works had completed the following in the past week: Union Street repairs/repave; West 10th Street sewer main; West 9th Street Bridge overlay, and noted that hydrant flushing would be done over the next few weeks.

She said the City's Transportation System Plan Update project was now posted under hot topics on the website, including a link to all information related to the project.

Krueger asked for direction on the following items:

The interviews for the Legal Department Secretary were complete. The panel recommended hiring Carole Trautman for the position beginning October 5, at her current salary. Trautman would be eligible for a step increase in six months, after a successful probation period. The move would be budget neutral. Krueger said the City Charter calls for consensus of the Council on any hires during the period of having an interim city manager. Krueger noted there would be a few more new hires coming up in the Police Department, Public Works and Planning. It was the consensus of the Council to hire Trautman.

Krueger said there was an Enterprise Zone Workshop on October 7 at Columbia Gorge Community College. She asked if Council would be attending, and if this filled their request for a Town Hall meeting on the subject. Council would like to revisit after the workshop to decide if Town Hall would be needed.

Krueger asked when Council would like to schedule the requested Urban Renewal work session to discuss adding infrastructure projects to the Plan. The consensus of the Council was to schedule the work session in November.

Krueger asked if Council wanted to tour the watershed. The consensus of the Council was to schedule the tour.

Krueger further relayed that staff recently became aware of a Housing Needs Assessment Grant with a deadline of Wednesday. She said there would be a better chance of receiving the grant if matching funds were available. Project Coordinator Daniel Hunter spoke to the need for a housing assessment as the current land needs assessment did not include housing. In response to a question Mast said this grant was not currently budgeted, she would prepare a supplemental budget either now or when the grant was awarded. It was moved by Spatz and seconded by Miller to approve \$25,000 matching funds for a Housing Needs Assessment Grant. The motion carried unanimously.

Krueger said she had received a letter from the Civic Auditorium Preservation Committee asking for a letter of support and asked for Council approval to prepare and sign such a letter. It was the consensus of the Council that Krueger should do so.

CITY ATTORNEY REPORT

City Attorney Gene Parker thanked everyone for the amazing support and cards he had received saying it meant a lot to him. He also said that the community was fortunate to have Celilo Cancer Center and MCMC in the community. Parker said he would be attending the League of Oregon Cities Conference and attending meetings on Zombie Houses (houses that had been foreclosed on and were sitting vacant) and looking at options for vacant property registration. He would also attend a meeting on recreational sales of marijuana and planned on bringing information to Council in mid October or November.

Mayor Lawrence asked about the status of the burned house on 10th and Mt. Hood. Parker said Tenneson Engineering and Mid Columbia Fire and Rescue had inspected the structure and he anticipated it would be deemed a dangerous building and will need to be demolished.

Parker reported that the Charter Cable franchise agreement would expire in November, he and Public Works Director Dave Anderson had meet with representatives from Charter, and may need a temporary extension to finish up.

Parker said that City Prosecutor Kevin Hashizume had taken a position with the Benton County District Attorney's office beginning October 19. Parker was checking with an attorney who had covered in Municipal Court before who might be able to step in temporarily.

CITY COUNCIL REPORTS

Councilor Brown reported that MCCOG had a new director and were working on the new transportation center. He said Traffic Safety had reviewed requests for stop signs, and making 19th and Dry Hollow one way.

Councilor Spatz reported he had attended a Wyden Town Hall on Saturday and said that a Sister City delegation would be coming to The Dalles October 29 – November 2 and they needed some host families. He thanked Interim City Manager Julie Krueger for her work on the preparation for the visit.

Mayor Lawrence said that he had heard from Bob McFadden that the Mayor from Miyoshi City was very pleased with The Dalles visit there.

Councilor McGlothlin reported on his attendance of the September 11 Bi State Legislative Summit and noted that the living conditions of Tribal families by the Dam were substandard and needed to be addressed.

Mayor Lawrence said it was important to work with the Tribal Council on any assistance.

Councilor Elliott reported that he phoned into the QLife meeting, the topics would be discussed later at the meeting. He also attended the Chamber member barbeque, he had a good time and it was well attended.

Councilor Miller reported the Historic Landmarks Commission approved a house for the property at 402 West 4th. She said she attended the marijuana meetings in both Dufur and Moiser. Dufur was 50/50; and Moiser was in favor.

Mayor Lawrence read two letters into the record; one from MCMC stating appreciation for the work done on the Google Enterprise Zone agreement, and one from Andy Jacobson commending Rocky Pence of Public Works.

Mayor Lawrence also said he was proud of the 20 miles of streets the City Council was able to fund without asking for more money from the citizens.

CONSENT AGENDA

It was moved by Elliott and seconded by Miller to approve the Consent Agenda as presented. The motion carried unanimously.

Items approved by Consent Agenda were: 1) Approval of September 14, 2015 Regular City Council Meeting Minutes; 2) Approval of August 31, 2015 Work Session Meeting Minutes; 3) Approval to appoint an Enterprise Zone Manager.

ACTION ITEMS

Consider Extension of Contract for Economic Development Specialist

Economic Development Specialist Dan Durow reviewed the staff report. Krueger said that in the future status reports on the project would be more frequent. Durow reported that ODOT paperwork put the project in the planning stage. The next stage would be signatures.

In response to questions Durow said that the Yakama nation is objecting to anything on the north side of the freeway.

Katie Young, Chris Zukin, Dan Boldt and David Griffith all spoke in support of extending the contract of the Economic Development Specialist through June 30, 2016 in order to have the best chance of completing the project. They had each worked with Durow over the duration of the project and said Durow had the leadership, background, expertise, history and work ethic to get the job done like no other.

Elliott said the Riverfront Trail was a great asset to the community.

It was moved by Elliott and seconded by Spatz to authorize the City Manager to sign a contract extension with Dan Durow through June 30, 2016.

Brown said he thought it was \$13,000 well spent to complete the project.

McGlothlin thanked everyone who had worked to make the trail a reality.

The motion carried unanimously.

Approval to Proceed with Thompson Street Project

Public Works Director Dave Anderson reviewed the staff report. He said the costs of the storm water main had increased because it needed to be deeper than anticipated. Anderson said to not put in the storm main would mean putting off the project for the life of the surface, approximately 12 – 15 years, or to surface the street and then dig it up to install the storm water main. He said neither option was cost effective as construction costs are currently on the rise.

It was moved by McGlothlin and seconded by Brown to proceed with a project to construct a storm water main and complete a maintenance repaving project on Thompson Street. The motion carried, Elliott abstained.

Resolution No. 15-038 Authorizing Transfer of Funds Between Categories of the General Fund, Making Appropriations and Authorizing Expenditures for the Fiscal Year Ending June 30, 2016

Finance Director Kate Mast reviewed the staff report.

It was moved by Miller and seconded by McGlothlin to adopt Resolution No. 15-038 Authorizing Transfers of Funds between Categories of the General Fund, Making Appropriations and Authorizing Expenditures for the Fiscal Year Ending June 30, 2016. The motion carried unanimously.

Approval of Process for Recruitment of a City Manager

Interim City Manager Julie Krueger reviewed the staff report, thanking Izetta Grossman for her assistance.

McGlothlin said investigating working with other agencies that had full human resources department might be an option. Mayor Lawrence said Wasco County had just hired or was hiring a new human resources person; this might not be a good time for them to assist.

Brown said that spending \$25,000 to assure quality candidates were found seemed like a good use of funds. After further discussion Council directed Krueger to obtain detailed quotes from the companies she had been in contact with, and then schedule a lunch meeting for Council to choose a consultant.

Consider Options Regarding the Waldron Drug Store Building

Krueger reviewed the staff report and referred questions to Project Coordinator Hunter.

Mayor Lawrence wondered if it was a Catch 22, liable if it falls, yet needing Historic Landmarks permission to demolish. City Attorney Parker said that it was best to do something knowing the issues creates liability.

Hunter said some action needed to be taken to make it safe to enter.

McGlothlin opposed demolition saying the building was historically significant. He recommended getting a sump pump, fixing HVAC, beam and painting.

Mayor Lawrence read a letter from Eric Gleason (attached) against demolition.

Miller said there comes a point where you have to cut your losses.

Spatz said staff should investigate grant options, the building is unique. He said the easement into the building created a disadvantage for anyone wanting to use the building; perhaps relocation would be a good option. Brown and McGlothlin agreed.

It was moved by Spatz and seconded by McGlothlin to direct staff to seek grant funding to relocate the Waldron Drug Store building and restore it for occupancy; and to monitor the fracture, repair the beam at the entrance and install a pump to remove water from the basement. The motion carried unanimously.

Krueger said Dawn Hert in the Planning Department was most familiar with Historic grants and could assist. Spatz and McGlothlin volunteered to assist with grant research.

Consider Options for Providing Administrative Services to QLife

Interim City Manager Julie Krueger reviewed the staff report.

Keith Mobley, Attorney for QLife reviewed the need for an interim administrator.

After some discussion Mayor Lawrence said it seemed reasonable to take the recommendation of staff and direct Interim City Manager Krueger to go to the next QLife meeting to let them know the City was unable to provide administrative services at this time. He further asked for QLife to come back at a later time to determine if the City could be of service in this area.

DISCUSSION ITEMS

Discussion Regarding Purchase of Software System for the City

Finance Director Kate Mast reviewed the staff report, describing the steps taken to get to this point in purchasing a new software system.

In response to a question Mast said once staff learned the software they would be able to produce specific reports for the Council that they currently have to produce by hand.

It was moved by McGlothlin and seconded by Spatz to direct staff to proceed with negotiations and bring a contract to Council for approval as soon as possible, and to bring supplemental budget and budget amendment resolution to Council for consideration for budget changes to provide funds for the software project. The motion carried unanimously.

ADJOURNMENT

Being no further business, the meeting adjourned at 7:58 p.m.

Submitted by/
Izetta Grossman
Recording Secretary

SIGNED:

Stephen E. Lawrence, Mayor

ATTEST:

Izetta Grossman, Recording Secretary

September 27, 2015
Eric B. Gleason
704 Case Street
The Dalles, Oregon 97058

Honorable Mayor and City Council,

I am writing this evening on an issue of great concern to me, the future of the oldest building in downtown, and a linchpin of our historic district, the Waldron Drug Store. I am quite familiar with the building and have toured through it, and closely examined its structure several times over the last few years.

I am concerned with its current condition and was surprised to hear that there is now standing water in the basement. In all the times I have been in the basement in the past there were no signs of standing water or flooding, and I can only surmise that the current standing water problem is directly related to the irrigation of the new park and the associated landscaping on the west side of the building, and not to the Bonneville pool.

Before any decision should be made on the future of the building it will be prudent to further assess its condition, and get better estimates on the costs of stabilization and rehabilitation. It seems to me that the current estimates for repairs are vastly inflated, and the estimated costs for demolition are overly optimistic. I am currently in the process of renovating and seismically upgrading a building of similar size and construction that also started out in rather poor condition due to long term neglect. To date my investment in structural repairs, which has included a new roof, extensive repairs to the masonry structure, and the now almost complete seismic retrofit, has been in the neighborhood of \$60,000. Granted, I have done much of the work myself, but still the estimated cost for the basic stabilization work at the Waldron Drug seems to be inflated.

The city should work in concert with the Oregon State Office of Historic Preservation and Restore Oregon (our statewide Historic Preservation Nonprofit) to come up with a workable, cost effective and long term plan for the Waldron Drug Store, an iconic part of our community.

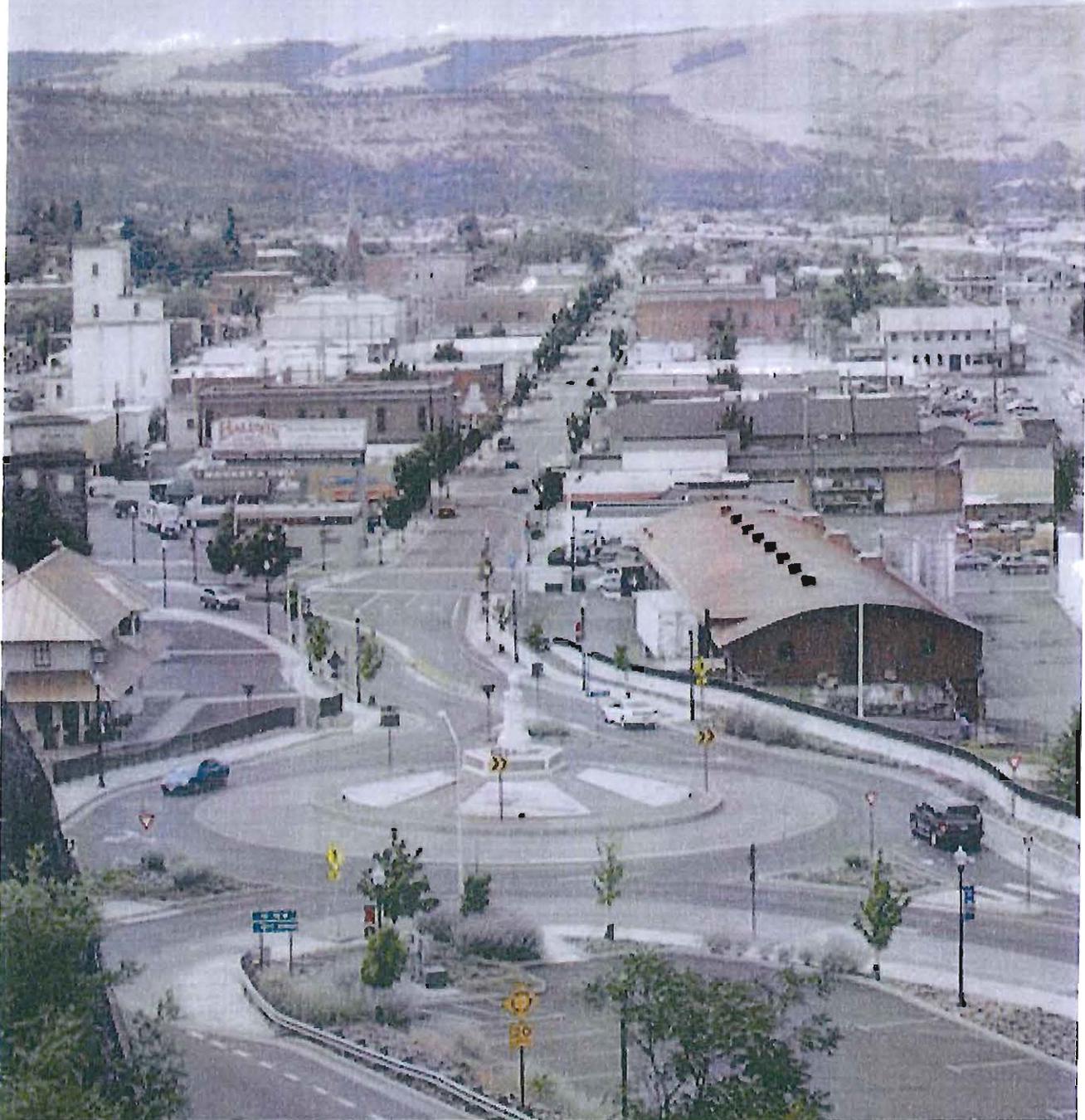
It is well past time to stabilize, restore and reuse the building, and way too early to even think about its demolition.

Sincerely,

Eric B. Gleason

Build An Awesome Revitalization Team

OREGON MAIN STREET CONFERENCE
October 7-9, 2015



**THE DALLES
MAIN STREET**



HISTORY

Welcome to the 2015 Oregon Main Street Conference!

Oregon Main Street is proud to host this year's conference in The Dalles. We would like to thank our wonderful co-host, The Dalles Main Street, for the time and effort spent over the past year to ensure the conference will be the best yet.

This year's conference theme, "Build an Awesome Revitalization Team," recognizes the many partners it takes for a successful revitalization effort. We hope the conference will inspire and enable Main Street leaders to bring together diverse partners to build strong organizations and take action to support business development and entrepreneurship while leveraging historic assets to create dynamic downtowns.

The conference format includes multiple opportunities to learn from each other through a comprehensive lineup of education sessions. From sessions on learning how to create a compelling story about your revitalization efforts to attracting and retaining the creative class; rethinking retail space to learning the do's and don'ts of historic rehabilitation; and tours that take you off the beaten path, we have you covered on how to take your Main Street to the next level.

The Dalles is the perfect community to host the conference. It is one of Oregon's most historic cities and was known earlier in its history as the town at the end of the Oregon

Trail. Downtown is a designated National Historic District and features many fantastic architectural treasures – many of which will serve as venues for the conference. Now undergoing a revival, downtown The Dalles is home to many unique stores and dining experiences.

We hope you enjoy the conference and go home inspired and revitalized!



Oregon Main Street Conference - The Dalles

Schedule-At-A-Glance

Wednesday, October 7

9 a.m.	Main Street Boot Camp IOOF BUILDING 421 1/2 East 2nd Street	Saving Oregon's Historic Theaters CIVIC AUDITORIUM (CA) THEATER 323 East 4th Street
1:30 - 3 p.m.	Registration - CA	
3 p.m.	Keynote/Awards - OLD ST. PETERS LANDMARK, 405 Lincoln Street	
5:30 p.m.	Opening Reception - Hosted by TDAC in partnership with The Dalles Main Street - THE DALLES ART CENTER, 220 East 4th Street	
6:30 p.m.	Dinner on your own in Downtown The Dalles	

Thursday, October 8

8 a.m. - 5 p.m.	Registration - CA			
8:30 a.m.	Rethinking Retail Space - CA COMMUNITY ROOM	Creating your Downtown Marketing Strategy - CA FIRESIDE ROOM	Through the Eyes of an Entrepreneur: Attracting and Retaining the Creative Class - IOOF BUILDING	
10:00 a.m.	Refreshments - CA			
10:30 a.m.	Walking Tour: Downtown Revitalization Successes	Developer for a Day! - CA COMMUNITY ROOM	Words that Wow: Exciting and Engaging Ways to Talk About Your Work - CA FIRESIDE ROOM	Street Fairs for Community and Profit - IOOF BUILDING
Noon	Lunch on your own in Downtown The Dalles			
1:30 p.m.	Walking Tour: History of Downtown The Dalles	The Rest of the Story: You've Done Branding, Now What? - CA COMMUNITY ROOM	Inspiring Action Through Stories - CA FIRESIDE ROOM	Building Talk with Mick and Nick - IOOF BUILDING
3:00 p.m.	Refreshments - CA			
3:30 p.m.	Bus Tour: Tour the Dalles in Style	Enlivening Main Streets Through Arts and Cultural Strategies - CA COMMUNITY ROOM	From Zero to Hero: A Main Street Manager's Story - CA FIRESIDE ROOM	Three Easy Steps to Better Committee Meetings - IOOF BUILDING



Oregon Main Street Conference - The Dalles

Schedule-At-A-Glance

5:30 p.m. **Social Mixer** - Hosted by The Dalles Main Street and Sponsored by Mid-Columbia Medical Center - SUNSHINE MILL, 901 East 2nd Street

Friday, October 9

8:00 a.m. **Registration** - CA

8:30 a.m.	Refresh and Repeat: 10 Secrets to Keep Your Store Exciting - CA COMMUNITY ROOM	Top 10 Things You Can Do to Help Local Businesses - CA FIRESIDE ROOM	Balance Your Budget with a Matrix Map - Part I - IOOF BUILDING
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10:00 a.m. **Refreshments** - CA

10:30 a.m.	BIDs in Oregon and Washington: Lessons from the Trenches - CA COMMUNITY ROOM	Creating Economic Vitality: Organizing for Success! - CA FIRESIDE ROOM	Balance Your Budget with a Matrix Map - Part II - IOOF BUILDING
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OCTOBER 7

Pre-Conference Workshops

9:00 a.m. - Noon

Main Street Boot Camp

IOOF Building

Speakers: Alana Garner, ADHDA; Mike Gushard, OPRD; Kelly Haverkate, DCDA; Saira Siddiqui, HHDA

As a comprehensive economic development tool, the Main Street Four-Point Approach is the foundation for local communities to revitalize their historic downtowns and commercial districts by leveraging their local assets - from cultural and architectural heritage to local entrepreneurs and community pride. The four points of Main Street work together to build a sustainable and complete community revitalization effort. Spend the morning with Main Street practitioners and gain in-depth understanding of the program. You will leave energized and ready to revitalize YOUR Main Street!



Oregon Main Street Conference - The Dalles

Saving Oregon's Historic Theaters

Civic Auditorium Theater

Moderator: Erik Andersson, Pacific Power

Speakers: George Kramer, Kramer and Company; Peggy Moretti, Restore Oregon; Bob Parker, UO Community Service Center; Tim Williams, Oregon Film

Traditionally the local movie or opera house was one of the social anchors for historic downtowns - a function many still perform today. This workshop is designed to engage owners, operators, and lovers of historic theaters in a conversation about the challenges and opportunities of operating and maintaining these community treasures. We will be highlighting the recent report based on research, surveys, and interviews conducted by the U of O Community Service Center. Building on the recommendations from the report, we want to engage attendees in a discussion about forming a broader network of historic theaters. In addition we will share tips and strategies on marketing opportunities, developing and executing a successful restoration plan, and funding opportunities.

The I.O.O.F.



Incorporated in 1868, the I.O.O.F. secured its first permanent home in a wood-frame building in 1889. After losing the building to the fire of 1891, the organization sold the property, purchased another parcel of land and completed construction of a new building for \$18,000 in 1905. Early users of the building included the U. S.

Post Office, J. C. Brill's Dry Goods, and Willerton and Johnson Grocers. On August 29, 1914, fire completely destroyed the building. Rebuilding started immediately, and the new building was completed in the spring of 1915. The new two-story brick building with ornate decorative detail was one of the anchor structures in the downtown. That is why the cornerstone is dated 1904, but the hall was rebuilt in 1915.

The Dalles Civic Auditorium

The 1921 Civic Auditorium serves as our conference headquarters and the location for registration, two breakout tracks, and refreshment breaks. Dedicated upon completion as a memorial to the local Veterans of World War I, during its heyday it served as the venue for local cultural, entertainment, ceremonial, social, and recreational events ranging from concerts and theatricals to high school graduation ceremonies.

Scheduled for destruction due to disuse, a group of concerned citizens saved the structure in 1991 and began work on restoring the building one room at a time. The last phase is restoring the Theatre. Today, the Civic stands as a dedication to all who have served our country.



Oregon Main Street Conference - The Dalles

OCTOBER 7

Welcome and Opening Session - Old St. Peter's Landmark

3:00 - 5:00 p.m.

Old St. Peter's Landmark provides a perfect backdrop for the Opening Plenary of this year's Main Street Conference. Built in 1897, and saved from demolition in 1971 this Gothic brick Landmark is owned by a non-profit.



"Main Street - Right From the Start"

Nationally known revitalization consultant Donovan Rypkema, principal of Place Economics, a Washington

D.C.-based real estate and economic development consulting firm, will give the keynote, titled *"Main Street Right from the Start"*. No one knows Main Street communities better than Don. He has worked with the National Main Street Center since it was first established in 1980. His presentation will focus on the immeasurable impact



Donovan Rypkema

that Main Street has had on downtown revitalization approaches and the importance of historic preservation in economic development strategies.

Excellence in Downtown Revitalization Awards

The Excellence in Downtown Revitalization Awards showcases the people, projects, and activities that represent the great achievements in downtown revitalization efforts throughout Oregon.

THANK YOU TO OUR SPONSORS!

- Mid-Columbia Medical Center**
- City of The Dalles
- The Dalles Civic Auditorium
- Port of The Dalles
- St. Peter's Landmark
- Independent Order of Odd Fellows (IOOF)
- Sunshine Mill
- The Dalles Art Center
- The Dalles Area Chamber of Commerce

OCTOBER 7

Opening Reception - The Dalles Art Center

5:30 - 6:30 p.m.



Join us for the Opening Reception hosted by The Dalles Art Center (TDAC) in partnership with the Dalles Main Street Program. The TDAC is housed in the historic 1910 Carnegie Library. The building served as a library until 1966, and has received several updates over the years. The most substantial renovation work occurred downstairs with the creation of a large classroom, a storeroom area, and the installation of an elevator for handicapped access. The structure is now home to The Dalles Art Association, which is constantly changing to encourage community involvement to meet their mission of promoting a love and knowledge of the arts within The Dalles community.

One of many murals visitors see in downtown The Dalles.



OCTOBER 8

Breakout Sessions

8:30 - 10 a.m.

Rethinking Retail

Civic Auditorium Community Room

Speaker: Ben Muldrow, Arnett Muldrow and Associates

Downtowns across America have one thing in common: angry merchants. With the emergence of alternative ways to shop, it is time to rethink retail. This session will carry you through some of the newest technology to help local retailers, trends in recruiting the next downtown merchant, and design trends for new retail space in your downtown.

Creating Your Downtown Marketing Strategy

Civic Auditorium Fireside Room

Speaker: Kristi Trevarrow, Downtown Rochester Inc.

When you are thinking about more ways to attract visitors to your community, the answer always seems to be "add more events." But is that really the best use of your dollars and time? This session will help you take inventory of your entire marketing effort and give you the tools to integrate public relations, promotions, press coverage, multiple social media platforms, and more for little or no impact on your budget. The result will be a comprehensive marketing strategy that will give your downtown brand awareness throughout the entire year.

Through the Eyes of an Entrepreneur: Attracting and Retaining the Creative Class in Your Community

IOOF Building

Speakers: Alexa Carey and Micheal Held, RDI

Attracting and retaining the creative class is one the most significant challenges rural communities face. We often hear about the importance of embracing youth, young leaders, and entrepreneurs into our culture of change but we fail to understand what this looks like and how to accomplish it. This panel of young, accomplished entrepreneurs engaged in rural communities and businesses will share their personal and professional stories of what it's like to be Millennial Leaders within graying industries and communities. Session includes insights and strategies for retaining the creative class; how communities and organizations can cultivate environments that encourage young professional development; discussion of obstacles or barriers for developing and retaining young professionals; a glimpse into their vision for the future of communities and organizations; and audience questions and answers.

One of many murals located downtown at The Dalles.



Oregon Main Street Conference - The Dalles

OCTOBER 8

Breakout Sessions

10:30 - Noon

Developer for a Day!

Civic Auditorium Community Room

Speaker: Michele Reeves, Civilis Consultants

In this crash course on adaptive reuse, you are going to roll up your sleeves and take a 7,000 square foot building on a 40,000 square foot lot and envision how to turn it into a micro enterprise ecosystem serving low-income immigrant entrepreneurs. During the workshop, participants will be responsible for putting together a building program and project pro forma to make this vision a reality. Then, we will compare your plans with real life data that shows the implementation of this business incubator. Steeped in real world case studies, you will learn the basics of redevelopment that every jurisdiction needs to know to jump start their Main Streets!

Words That Wow: Exciting and Engaging Ways to Talk About Your Work

Civic Auditorium Fireside Room

Speaker: Ryan Schwartz, Full Focus Communications

You love what you do, but how do you share that excitement with others? In today's world, saying less can often mean more and if you try to say it all you end up conveying nothing. In this workshop, you'll practice creating and refining messages that describe your work and encourage others to get involved. You'll learn from real world examples and get a chance to explore new language with your peers.

Street Fairs for Community and Profit
IOOF Building**Speaker:** Bridget Bayer

Street fairs raise the visibility and awareness of a destination, as well as maximizing the long-term success of a main street. Learn how to provide leadership in your communities to help new groups start-up a street fair or for existing groups to learn how to make a street fair profitable. This fast-paced presentation focuses on key activities of Street Fair planning: outline and timeline development, in addition to overall event management. Attendees will learn the tips and tools to create enticing activities that will gain publicity. This session will also cover stakeholder and partnership building, sponsor or donor engagement and the use of low-cost resources.

*Walking Tour**Downtown The Dalles Revitalization Successes*

Meet in The Dalles Civic Center Lobby Join Main Street Executive Director Matthew Klebes for a tour highlighting many of the recent and upcoming projects that are reinvigorating downtown The Dalles. Stops along the tour will include the Granada Block / Rapoza Hilton Development; Ice House / Defiance Brewery; Craig's Office Building / MCMC 2nd Floor Rehab Project; the Elks Building / National Neon Sign Museum; The Dalles Main Street Parklet; City of The Dalles Cruise Ship Dock; and many façade improvements.

Oregon Main Street Conference - The Dalles

OCTOBER 8

Breakout Sessions

1:30 - 3 p.m.

Building Talk with Mick and Nick
IOOF Building

Speakers: *Nicholas Vann, AIA, State Historical Architect, and Michael Houser, State Architectural Historian, Washington Department of Archeology and Historic Preservation*

Join us for this fun, light, interactive discussion about the architecture of Main Street and the dos and don'ts of historic rehabilitation. Michael will provide an overview of typical commercial Main Street buildings and how to identify the individual components that comprise their architectural integrity and significance. He will also provide resources for where to find historical data regarding an individual building through state, local, and private resources. Nicholas will both provide a clearinghouse of technical information regarding the treatment of historic materials as well as give an overview on attack plans. Participants are encouraged to bring their inquiries to Building Talk where they will find advice, tips, troubleshooting, and answers to all your building questions.

Inspiring Action Through Stories

Civic Auditorium Fireside Room
Speaker: *Ryan Schwartz, Full Focus Communications*

Everyone loves a story, but there's a special strategy for telling stories that inspire people to take actions such as donating or volunteering. This workshop will explore the science of stories and how they can influence people to

be more involved in your work. Participants will learn how to structure engaging stories, learn from real world examples, and practice creating a powerful story that will move people to take action. Everyone will leave the workshop with new ideas and tools to capture, create, and share inspiring stories.

The Rest of the Story: You've Done Branding, Now What?

Civic Auditorium Community Room
Speaker: *Ben Muldrow, Arnett Muldrow and Associates*

Many Communities hire fantastic creatives, spend big bucks and then get a new logo – without instructions on branding use. This session uses real examples of brands in action, how to get your arms around roll out strategies, brand extension, and earning brand equity to make your message mean something!



Oregon Main Street Conference - The Dalles

OCTOBER 8

Breakout Sessions

1:30 - 3 p.m.

**Walking Tour****History of Downtown The Dalles**

Meet in the Civic Auditorium Lobby

Join local historians and the *Fort Dalles Floozies* for a foray into the settlement of downtown The Dalles' colorful history. Follow in the footsteps of Native Americans, missionaries and soldiers, river boat captains and entrepreneurs, miners and canners, saloon keepers and ladies of negotiable affection, town's people and farmers in a narrated walking tour. Some of the sites include the White River Flour Mill, Skibbe Hotel, Nickelsen's Bookstore, Wing Hong Tai Building and The Dalles City Hall.



Oregon Main Street Conference - The Dalles

OCTOBER 8

Breakout Sessions

3:30 - 5 p.m.

Enlivening Main Streets Through Arts and Cultural Strategies

Civic Auditorium Community Room
Moderator: Brian Wagner, Oregon Arts Commission

Incorporating art into downtown can strengthen the economic base, bring vitality, and build community. In this session, participants will hear how communities are integrating art into the fabric of downtown as a key component of overall revitalization strategies and as a means to spark resident and visitor engagement. In the process, these communities are building constituencies, political will, and forming partnerships to support and sustain vibrant and livable downtowns.

From Zero to Hero: A Main Street Manager's Story

Civic Auditorium Fireside Room
Speaker: Kristi Trevarrow, Downtown Rochester Inc.

In the hierarchy of Main Street challenges, there's parking, store hours, and then working with business owners. Independent business owners are . . . independent, so how can you make them stop, listen, and actually participate? This session will help you establish value for your organization in your business community. Through a strong communications plan, active business retention activities, and innovative marketing approaches, you can go from zero to hero with local businesses.

3 Easy Steps to Better Committee Meetings
IOOF Building

Speaker: John Monroe, Greenleaf Partners
 Have you ever walked away from a board meeting and wondered what was accomplished? In this interactive session, learn the top reasons why meetings don't work well and how to build an agenda to achieve the results you want. Participants will walk away with a fistful of handouts to help improve your board meetings!

Bus Tour*"Tour The Dalles in Style!"*

Meet in The Civic Auditorium Lobby
 Never been to The Dalles before? Want to know what's happening on all fronts? Then this is your tour! Ride in an air conditioned 14 person van for a complete overview of The Dalles. This tour will bring you through downtown The Dalles, the Port of The Dalles, The Dalles Regional Airport, the Community Gorge Community College, Sorosis Park, and more. Along the way you will learn about recent developments such as Google, expansions and flex hanger space at the airport, downtown Neon Sign Museum, as well as enjoy magnificent views of everything The Dalles has to offer!"



Oregon Main Street Conference - The Dalles

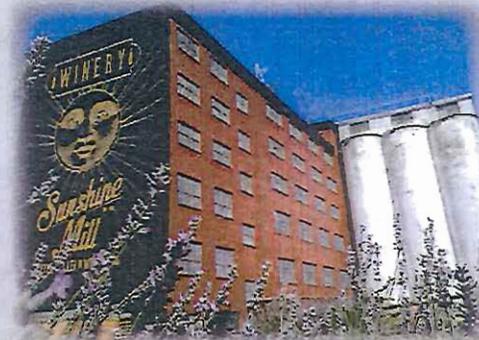
OCTOBER 8

Social Mixer at Sunshine Mill

5:30 - 7 p.m.

The Mill has a long, colorful history. For more than 130 years, wheat was milled on this property and the flour used to make everyone's favorite cracker, the Cheez-It. Designated as the only skyscraper in The Dalles, it was also the first building to have electricity, powered by a Thomas Edison Motor that is still present in all its' glory, along with many other artifacts and treasures.

The Sunshine Mill is now home to Quenett and Copa Di Vino labels, both owned and operated by James and Molli Martin whose families have lived in The Dalles for seven generations. Quenett Winery released its first vintage in 2002 and burst onto the wine scene with its outstanding vintages of Sangiovese and Zinfandel.



The story and inspiration for Copa Di Vino, or "Wine by the Glass," takes us on a journey through Provence on a bullet train where the Martin's first saw the concept of ready to drink wine. They brought the idea to the states, cultivated a staff, created a production facility, experienced a few guest spots on ABC's TV show, "Shark Tank," and continued building the concept and brand throughout the country and internationally.



So, take a walk through the Grand Tasting Hall, peruse the room Under The Silos, and enjoy the outdoor Amphitheater and Boiler House Patio Bar – all rehabilitated and part of the on-going story of The Sunshine Mill Winery, and the Quenett and Copa Di Vino labels.

Meet at the amazing Sunshine Mill for fortuitous networking and refreshments hosted by The Dalles Main Street Program and sponsored by Mid-Columbia Medical Center, Sunshine Mill Winery and Copa di Vino.

Oregon Main Street Conference - The Dalles

OCTOBER 9

Breakout Sessions

8:30 - 10 a.m.



Refresh and Repeat: 10 Secrets to Keeping Your Store New and Exciting
Civic Auditorium Community Room
Speaker: Linda Cahan, Cahan and Co.
Blow the dust out of your store and give it fresh appeal – affordably. Learn 10 secret (and easy!) ways to create a new feeling in your existing space and keep customers coming back to see what's new. Then, learn how to keep refreshing on an ongoing basis to make your store feel new all the time. It's a "refresher course" you can't miss.

Top 10 Things You Can Do to Help Local Businesses

Fireside Room

Speaker: Allison McKenzie, Grow Santiam

Successful Main Street businesses are key to revitalizing our downtowns. These businesses give our communities their unique flavor and help us build a strong identity. In this session, we will explore opportunities for helping your existing businesses thrive, and giving new or relocating businesses a leg up when they open downtown. Many of these strategies won't cost you a penny.

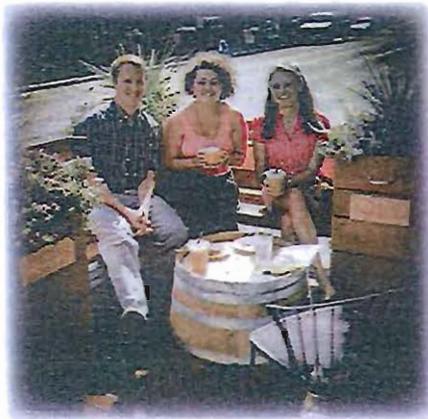
Workshop

Boost Program Impact With A Matrix Map, Part 1

IOOF Building

Speaker: John Monroe, Greenleaf Partners

How do you organize for success? Using a Matrix Map, Main Street directors and board members can hone in on critical strategic choices and face them head on: should we cut, maintain, or increase personnel and financial investment in our major events and programs? In this session, participants will learn how to use a Matrix Map by actually creating one. Participants will plot relative program impact and cash flow using a lively Main Street scenario. They will then confront tough choices – both those revealed in the scenario and those raised by the audience based on reality back home. Please Note: This is a 3 hour workshop format.



OCTOBER 9

Breakout Sessions

10:30 - Noon

BIDs in Oregon and Washington:

Lessons from the Trenches

Civic Auditorium Community Room

Speaker: Brian Scott, BDS

Business Improvement Districts (BID) provide a litany of benefits, ranging from increased foot traffic and cleaner streets to safer neighborhoods and higher property values. Yet, successfully passing a BID with an informed and supportive ratepayer base is not always easy. Misinformation and last-minute rebuttals can compromise the prospect of a new BID. Brian Scott understands these challenges well and has worked to pass dozens of BIDs since Oregon enacted enabling legislation 30 years ago. In this session, Brian will share lessons relating to program design, budget development, and assessment formulas. Perhaps most importantly, he will explain how to build support among ratepayers and manage opposition. Key themes will include early engagement, peer-to-peer outreach, and documentation in order to minimize misinformation and strengthen rumor control. Brian helped pass six BIDs in Oregon and Washington since 2009, and has seven more currently underway.

Creating Economic Vitality: Organizing For Success

Civic Auditorium Fireside Room

Moderator: Davide Wade, RDI

Speakers: Shawn Irvine, City of Independence; Ted Romas, Myrtle Creek-Tri City Area Chamber of Commerce

So many issues and ideas, so little time! What can you do to start working on economic development in your community? Hear from RDI and a panel of rural success stories about ways you can make a difference in your community. Whether you use an Economic Vitality Summit as a springboard, utilize an RDI Economic Vitality Roadmap, or join RDI's NEW Rural Economic Vitality (REV) Network, learn about approaches for moving forward no matter where you begin.

Workshop

Boost Program Impact With A Matrix Map, Part 2

IOOF Building

Speaker: John Monroe, Greenleaf Partners

How do you organize for success? Using a Matrix Map, Main Street directors and board members can hone in on critical strategic choices and face them head on: should we cut, maintain, or increase personnel and financial investment in our major events and programs? In this session, participants will learn how to use a Matrix Map by actually creating one. Participants will plot relative program impact and cash flow using a lively Main Street scenario. They will then confront tough choices – both those revealed in the scenario and those raised by the audience based on reality back home.

Conference adjourns

See you in 2017!

SPEAKER BIOS AND CONTACT INFORMATION

Erik AnderssonEmail: erik.andersson@pacificcorp.comWebsite: pacificcorp.com

Erik Andersson is the Economic Development Manager for Pacific Power. In his 25-year career in economic development, Erik has worked in both the private and public sectors, on local, state, and regional levels. Prior to coming to Pacific Power in 2009, Erik was the Willamette Valley regional coordinator for the Governor's Economic Revitalization Team. He has a BS degree in Agricultural Economics from Cornell University and an MBA from McGill University in Montreal, Quebec. He sits on the boards of the Oregon Infrastructure Finance Authority, Clatsop Economic Development Resources, Rural Development Initiatives, SEDCOR, Columbia Corridor Association, and Portland's Hollywood Theatre. He is a former president of the Oregon Economic Development Association and was awarded Economic Developer of the Year by that organization in 2014. Erik practiced economic development on the local level in Port Townsend, WA, where he also volunteered for the Port Townsend Main Street Program.

Session: *Saving Oregon's Historic Theaters*

Bridget BayerEmail: bridgetbayer@me.com

One of the founders and hands-on organizer of the wildly successful Mississippi Street Fair, Bridget Bayer, is bringing her considerable community-building skills and experience to a wider audience by authoring a new book on the topic. Her first book, *Street Fairs for Community and Profit* focuses on how to strengthen a community and profit by it through effective planning and executing sensational street fairs. She has most recently managed the Parkrose Neighborhood Prosperity Initiative, a city of Portland-funded effort to strengthen a distressed neighborhood and businesses. Bayer has worked with main street associations and chamber of commerce's in Portland, Tigard and Vancouver as well as business district associations all over the Metro region. She has served as an advisor and instructor for Portland Community College's Small Business Development Center, had her own small business mediation firm, and held positions in conflict management and grassroots organizing. Bayer's company, BAM (Business Association Management) is dedicated to helping businesses and neighborhood groups build community through events. She specializes in communication and coalition building, recognizing that listening to and engaging others is paramount for successful community development.

Session: *Street Fairs for Community and Profit*

SPEAKER BIOS AND CONTACT INFORMATION

Linda CahanEmail: lindacahan@gmail.comWebsite: lindacahan.com

Linda Cahan is an internationally recognized expert in visual merchandising with over 35 years of marketplace experience. Linda's breadth of experience is in all segments of retail working as a visual merchandising and store design consultant with hundreds of independent retailers as well as retail corporations. She has been featured on MSNBC's show "Your Business" in a show about the importance of window displays and was the Design Committee chair for the Historic Willamette Main Street group in West Linn for six years. Linda gives seminars on a wide variety of retail topics nationally and internationally, is a member of the National Speakers Association and writes columns for several B-to-B retail magazines. She is the author of: "100 Displays Under \$100", "Feng Shui for Retailers", "A Practical Guide to Visual Merchandising" as well as eight custom corporate visual standards manuals for major corporations in the USA and South America: including American Express, Singer, Saks Fifth Avenue, United Rentals, and Lancôme Cosmetics. Currently, Linda shares her visual merchandising expertise part-time with students at The Art Institute of Portland.

Session: *Refresh and Repeat: 10 Secrets to Keeping Your Store New and Exciting*

Alana GarnerEmail: alana@astoriadowntown.comWebsite: astoriadowntown.com

Alana Garner is the executive director of the Astoria Downtown Historic District Association – a Performing Main Street level community. Under her tenure, the program has received numerous Excellent in Downtown Revitalization awards. Prior to her current position, Alana served two years as a RARE AmeriCorps participant acting as the Main Street Program Coordinator for La Grande. She was born and raised in southeastern Virginia, and received her BA in Urban Policy and Planning from Virginia Tech in 2009. As a student, Alana was part of the university's Urban Affairs and Planning Student Association. Her enthusiasm for urban planning and community development stems from her passion for renovation and restoration through economic revitalization. In her spare time, Alana continues to enjoy getting further acquainted with Oregon.

Session: *Through the Eyes of an Entrepreneur: Attracting and Retaining the Creative Class in Your Community; Creating Economic Vitality – Organizing for Success*

SPEAKER BIOS AND CONTACT INFORMATION

Mike GushardEmail: mike.gushard@oregon.govWebsite: oregon.gov/oprd/HCD

Mike Gushard is the Heritage Outreach Specialist at Oregon Heritage. In this role he staffs the Oregon Historic Trails Advisory Council; manages scholarships and grant programs; and coordinates MentorCorps, a program that provides free professional mentors for organizations that manage archives and museum collections. He has also assists with the Oregon Main Street program by helping downtown revitalization nonprofits with goal setting and design advice. Before joining Oregon Heritage, Mike was Deputy Director of the Hawaii State Historic Preservation Division where he managed all staff and programs related to above ground historic resources in the state. He is on the board of Know Your City, a Portland based non-profit that uses art, tours and place-making projects to empower people and educate them about the social history of their communities. He is also on the board of the Recent Past Preservation Network where he is forming a grant to assist with advocacy for America's significant but under-appreciate properties. While in Hawaii he Co-Founded and served as president of DoCoMoMo Hawaii, a non-profit dedicated to the preservation and documentation of modern architecture in the Pacific islands. He is currently working on an online database of oral histories, photos, plans and other archival material related to modernism in the Hawaii for that organization.

Session: *Main Street Boot Camp***Kelly Haverkate**Email: kellyhaverkate@gmail.comWebsite: daytonoregon.org

Kelly Haverkate is the volunteer Main Street Manager for Dayton as part of Oregon Main Street's "Transforming Downtown" program. Along with the help of the Dayton Community Development Association Board of Directors and many volunteers, she is actively working on revitalization and economic development in downtown Dayton. Kelly brings to her position 15 years of serving Dayton on the Planning Commission, City Council, the Historic Landmarks Committee, and as a community volunteer. Currently she is a property manager for multiple properties in the downtown area, working on development of new properties and rehabilitation of historic properties. Her "day jobs" include owning a tax preparation business in the winter and flying hot air balloons during the summer.

Session: *Main Street Boot Camp*

SPEAKER BIOS AND CONTACT INFORMATION

Michael HeldEmail: mheld@rdiinc.orgWebsite: rdiinc.org

Michael Held is a downtown enthusiast and self-proclaimed community instigator with nearly a decade of rural economic development experience. As a Program Manager for Rural Development Initiatives, Michael supports communities, organizations, and businesses in shaping and retooling their businesses and economies to meet the demands of 21st century challenges. He is also The Dalles Main Street Organization's Vice-President and Organization Committee Chair where he passionately champions illustrious topics such as organizational sustainability, policy review and implementation, and parklets.

Session: *Through the Eyes of an Entrepreneur: Attracting and Retaining the Creative Class in Your Community***Michael Houser**Email: michael.houser@dahp.wa.govWebsite: dahp.wa.gov

Michael serves as the architectural historian for the State of Washington and manages the National Register of Historic Places, Washington Heritage Register and Washington Barn Register Programs for the state. A native of Vancouver, Washington, Michael came to the Washington state via Bend, Oregon where he served as the Historic Preservation Planner for six years. His previous work experience includes time at the Henry Ford Museum in Dearborn, Michigan; the Historic Landmarks Foundation of Indiana; and Thomas Hickey Architects in Chicago. Michael holds a bachelor's degree from the University of Idaho and a Master of Science Degree in Historic Preservation from Eastern Michigan University. Michael helped bring post WWII resources into the state's focus by establishing the "Nifty-from-the-Last 50 Initiative" in 2003, which initially documented over 300 mid-century modern buildings across the state. His current pet project includes creating biographies on architects and designers who practiced in Washington state during the 1950s and 60s (posted on the Docomomo WeWA website), and he has recently developed a study of Seattle area Parade of Homes during the 1950s and 60s.

Session: *Building Talk with Mick and Nick*

SPEAKER BIOS AND CONTACT INFORMATION

Shawn IrvineEmail: sirvine@ci.independence.or.usWebsite: ci.independence.or.us

Shawn Irvine has worked for the City of Independence for nine years filling a variety of community and economic development roles. He is a board member of the Independence Downtown Association and has worked extensively as the liaison between that organization and the City. Together they have accomplished a wide variety of infrastructure and beautification projects downtown, filling storefronts and helping revive Independence's historic downtown. Shawn led the City's 2009 Vision 2020 action plan project and has coordinated several workforce development and entrepreneurship programs for the city. Shawn is also the staff person for the City's Historic Preservation Commission. Prior to his time in Independence Shawn spent four years as a Municipal Services Development Specialist with the Peace Corps implementing transparency and citizen involvement projects in Paraguay, South America.

Session: *Creating Economic Vitality – Organizing for Success*

George KramerEmail: george@preserveoregon.comWebsite: preserveoregon.com

Since 1989 Kramer & Company has been providing quality professional historic preservation and cultural resource management services to a wide variety of clients throughout Oregon and into northern California. Major renovation projects include the Ashland Springs Hotel, the Medford Depot and, the Hot Lakes Resort in Union County. Current theater projects include the Holly Theater in Medford, the Egyptian in Coos Bay, and the Liberty in North Bend. George specializes in creative adaptive reuse projects, giving new life to historic buildings. He has served as an Adviser to the National Trust for Historic Preservation and served as a board member for Restore Oregon (formerly the Historic Preservation League of Oregon).

Session: *Saving Oregon's Historic Theaters*

Allison McKenzieEmail: allison@growsantiam.orgWebsite: growsantiam.org

Allison McKenzie is Executive Director and Entrepreneurial Coach for GROW•EDC, a non-profit organization committed to leveraging grassroots resources and helping businesses grow in the rural North Santiam River canyon and valley east of Salem. With a bachelor's degree from Whitman College and a Masters in Management from Keuka College, Allison has more than 25 years of experience in business development consulting, entrepreneurial coaching, writing, lecturing and investment sales & management. A facilitator of more than 1800 workshops and seminars in twenty-six states, Allison's passion is utilizing straightforward grassroots methods to help people in business grow and prosper.

Session: *Top 10 Things You Can Do to Help Local Businesses*

SPEAKER BIOS AND CONTACT INFORMATION

John MonroeEmail: jmonroe365@gmail.comWebsite: JohnMonroe.net

John Monroe, Principal, Greenleaf Partners, works on a freelance basis with communities and nonprofit groups, helping them to revitalize downtowns and launch conservation projects. His services include hands-on community workshops, interactive conference sessions, board retreats and executive coaching. In his day job, John directs Connecticut and Rhode Island projects for the Rivers and Trails Program of the National Park Service. When not at work, you'll find John paddling his sea kayak off the New England coast or playing guitar.

Sessions: *Three Easy Steps to Better Meetings; Boosting Program Impact with a Matrix Map*

Peggy MorettiEmail: peggym@restoreoregon.orgWebsite: restoreoregon.org

Peggy brings over 20 years experience as a marketing executive and business entrepreneur to her role as Executive Director of Restore Oregon (formerly Historic Preservation League of Oregon). She is thrilled to combine her management and communications expertise with her passion for preservation and place-making. In addition to leading Restore Oregon, she serves on the Board of Directors for the Pittock Mansion in Portland, spent several years on staff at the Bosco-Milligan Foundation, and is the proud owner of the Louis G. Pfunder House listed on the National Register of Historic Places.

Session: *Saving Oregon's Historic Theaters*

Ben MuldrowEmail: benmuldrow@gmail.comWebsite: arnetmuldrow.com

Ben Muldrow, a Partner at Arnett Muldrow & Associates, is responsible for all community marketing and branding functions of the Greenville, SC-based urban planning firm. Ben helps communities to develop their brand identity through an open process including public design sessions and collaborative small groups. As the pioneer of their groundbreaking process, Ben has designed new branding and marketing elements for revitalization projects in over 400 communities in Alabama, Arkansas, California, Connecticut, Delaware, Florida, Georgia, Illinois, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, North Carolina, Ohio, Oklahoma, Oregon, Pennsylvania, South Carolina, Texas, Vermont, Virginia, Washington, West Virginia, Wisconsin, and Wyoming. Ben founded Downtown America, a national organization that fosters downtown innovation and has partnered in the newly launched social media management platform for Main Streets, Lamppost.Social.

Sessions: *Rethinking Retail Space; The Rest of the Story: You've Done Branding. Now What?*

SPEAKER BIOS AND CONTACT INFORMATION

Bob ParkerEmail: rgp@uoregon.eduWebsite: csc.uoregon.edu

Bob Parker is a Managing Director with the UO the Community Service Center (CSC). Over the last 20 years, Parker has managed more than 300 policy and planning analysis projects with communities and state officials throughout Oregon. CSC is known widely throughout Oregon as one of the state's critical policy analysis resources, connecting expertise of University faculty and students with communities and agencies. These relationships, as well as the vast policy analysis experience, help CSC provide service to communities and organizations throughout Oregon.

Session: *Saving Oregon's Historic Theaters*

Michele ReevesEmail: michele@civilisconsultants.comWebsite: civilisconsultants.com

Michele E. Reeves is an urban strategist and brand consultant with significant private sector experience revitalizing districts. Her 14 plus years in real estate include working on public/private partnerships, marketing unknown or undesirable districts, pre-development consulting, siting manufacturing facilities, strategizing acquisitions and development with private sector investors, and creating retail leasing plans. Michele founded Civilis Consultants to assist mixed-use districts, businesses, and large public sector organizations to recognize and leverage their strengths, accomplish economic development goals, and craft their unique stories to create compelling, multi-faceted brands. Michele has a bachelors degree in aerospace engineering from the University of Texas at Austin.

Session: *Developer for a Day!*

Ted RomasEmail: president@myrtlecreekchamber.comWebsite: myrtlecreekchamber.com

Ted Romas became immersed in the community of Myrtle Creek shortly after his arrival. He volunteers his time and energy to a variety of organizations and community efforts. Ted currently serves as president of the Myrtle Creek-Tri City Area Chamber of Commerce and was named their 2008 Man of the Year. He is a charter member of the Main Street Myrtle Creek Association and the City of Myrtle Creek Economic Development Advisory Committee, a founding member of Umpqua Basin Economic Alliance (UBEA), and the South Umpqua Valley Fall Balloon Fest Organizing Committee, and a member of City of Myrtle Creek Comprehensive Planning Advisory Committee, Myrtle Creek Elks Lodge, and the Weaver Road Extension (new I-5 Exit 106) Citizen Advisory Committee. Ted is also a member of the Myrtle Creek Parks Commission and coordinates the annual Music in the Park program, the longest running free concert series in Douglas County. Ted is retired from both the United State Air Force and the California Community College system and lives in Myrtle Creek with his wife Charlotte.

Session: *Creating Economic Vitality – Organizing for Success*

Oregon Main Street Conference - The Dalles

SPEAKER BIOS AND CONTACT INFORMATION

Don RypkemaEmail: drypkema@PlaceEconomics.comWebsite: PlaceEconomics.com

Donovan Rypkema is principal of PlaceEconomics, a Washington, D.C.-based real estate and economic development consulting firm. The firm specializes in services to public and non-profit sector clients who are dealing with downtown and neighborhood commercial district revitalization and the reuse of historic structures. In 2004, Rypkema established Heritage Strategies International, created to provide similar services to worldwide clients. He was the 2012 recipient of the Louise du Pont Crowninshield Award, the National Trust for Historic Preservation's highest honor.

Keynote: *"Main Street- Right From the Start"*

Ryan SchwartzEmail: ryan@fullfocuscommunications.comWebsite: fullfocuscommunications.com

Ryan Schwartz applies the science of persuasion to the art of social change. Fueled by a thirst for understanding how people think, feel, and act, he is inspired by his training as a cultural anthropologist. As a non-profit consultant, he works with organizations to create concrete brand, messaging, and communications strategies that inspire action and build cohesive movements. Ryan has worked on behalf of clients such as the Southern Poverty Law Center, Human Rights Campaign, and Smart Growth America. His stories have been told across the globe; he's been recognized by the Media Institute of Southern Africa for producing the community radio show of the year. When he's not learning, facilitating, or strategizing, he enjoys exploring the vibrant neighborhoods and forests of Portland.

Sessions: *Words that Wow: Exciting and Engaging Ways to Talk About Your Work; Inspiring Action through Stories*

Brian ScottEmail: brian@bdsplanning.comWebsite: bdsplanning.com

Brian Scott founded BDS in 2009, and has more than 30 years of experience in comprehensive community development. With direct experience in private, nonprofit, and public organizations, he excels at the intersection of multiple sectors, interests, and perspectives. Brian is a widely respected facilitator, public speaker, and project leader with dozens of professional awards and volunteer assignments to his credit. Early in his career, Brian was one of the first Oregon Main Street coordinators. During his 10 year tenure, he worked on the initial legislation to establish Economic Improvement Districts.

Session: *Pros and Cons of EIDs and BIDs*

Oregon Main Street Conference - The Dalles

SPEAKER BIOS AND CONTACT INFORMATION

Saira Siddiqui

Email: sairasid118@gmail.com

A Main Street manager since 2013, Saira Siddiqui received a Bachelor's degree in Environmental Design from the University at Buffalo in her hometown of Buffalo, New York. Accepted into the RARE AmeriCorps program, she moved to Oregon and began her position as director of La Grande Main Street Downtown (LGMSD). She recently accepted a position with Hillsboro's new Main Street program - the Historic Hillsboro Downtown Partnership in the Portland Metro area.

Session: *Main Street Boot Camp*

Kristi Trevarrow

Email: kristi@downtownrochestermi.com Website: downtownrochestermi.com

Kristi Trevarrow is the Executive Director of the Rochester, Michigan Downtown Development Authority (DDA). She has over 16 years of experience in downtown development and destination marketing. Serving as the Executive Director for the Rochester DDA, she executes a nationally-recognized downtown revitalization program. Her duties include business recruitment and retention, marketing, site development, community relations, fundraising and administration of the award-winning holiday event, The Big, Bright Light Show which annually attracts over one million visitors to Downtown Rochester. Ms. Trevarrow is a columnist for Main Street Now and founder of the community revitalization blog, The Downtown Geek. Ms. Trevarrow holds a Bachelor of Arts Degree from Oakland University and a Master of Arts Degree from Wayne State University.

Sessions: *Creating Your Downtown Marketing Strategy; From Hero to Zero: A Main Street Manager's Story*

Nicholas Vann, AIA

Email: nicholas.vann@dahp.wa.gov

Website: dahp.wa.gov

Nicholas is the State Historical Architect for the Washington State Department of Archaeology and Historic Preservation (DAHP). He also provides technical assistance for Main Street communities, architects, property owners, developers, and local governments through the Main Street program, Section 106 review and the Federal historic tax credit program. Prior to his move to Washington, Nicholas worked as a project manager at a private architecture firm in New Orleans where he earned Master's degrees in both Architecture and Preservation Studies from Tulane University. Nicholas has enjoyed every aspect of his move to the Pacific Northwest, especially engaging in the region's historic preservation and architecture communities. In his spare time, Nicholas enjoys making his Great Dane give pony rides to his two cats, and sports.

Session: *Building Talk with Mick and Nick*

SPEAKER BIOS AND CONTACT INFORMATION

David Wade

Email: dwade@rdiinc.org

Website: rdiinc.org

David Wade is a Program Associate for RDI's Rural Economic Vitality Services where he is focused on assisting communities to thrive. He brings a passion for community development to his work, as well as geek skills like website design, number crunching, and event planning. Nothing gets him going more than evaluating program impacts and identifying new opportunities to help others succeed.

Session: *Creating Economic Vitality: Organizing For Success*

Brian Wagner

Email: brian.wagner@oregon.gov

Website: oregonartscommission.org

Brian Wagner manages the Oregon Arts Commission's Community Development programs, including the Arts Build Communities grants program. Brian and his family lived in Portland from 1982-95 where he performed music, served as a music professor and chaired Marylhurst University's music department. He and his family moved to Durango, Colorado in 1995 where he served for 12 years as Executive Director of the Durango Arts Center in Southwest Colorado and taught classical guitar studies at Fort Lewis College. He served as a board member of Durango Area Chamber Resort Association, Downtown Development Commission, and with Operation Healthy Communities and Arts for Colorado. Named a Livingston Fellow by the Bonfils-Stanton Foundation, Brian received an appointment by Governor Bill Ritter to serve on the Colorado Education and Cultural Facilities Authority. He was also a Peer Assistance Network provider for the Colorado Arts Council. Brian earned his Bachelor of Music in performance from the University of Arizona and Master of Music from Lewis and Clark College.

Session: *Enlivening Main Streets Through Arts and Cultural Strategies*

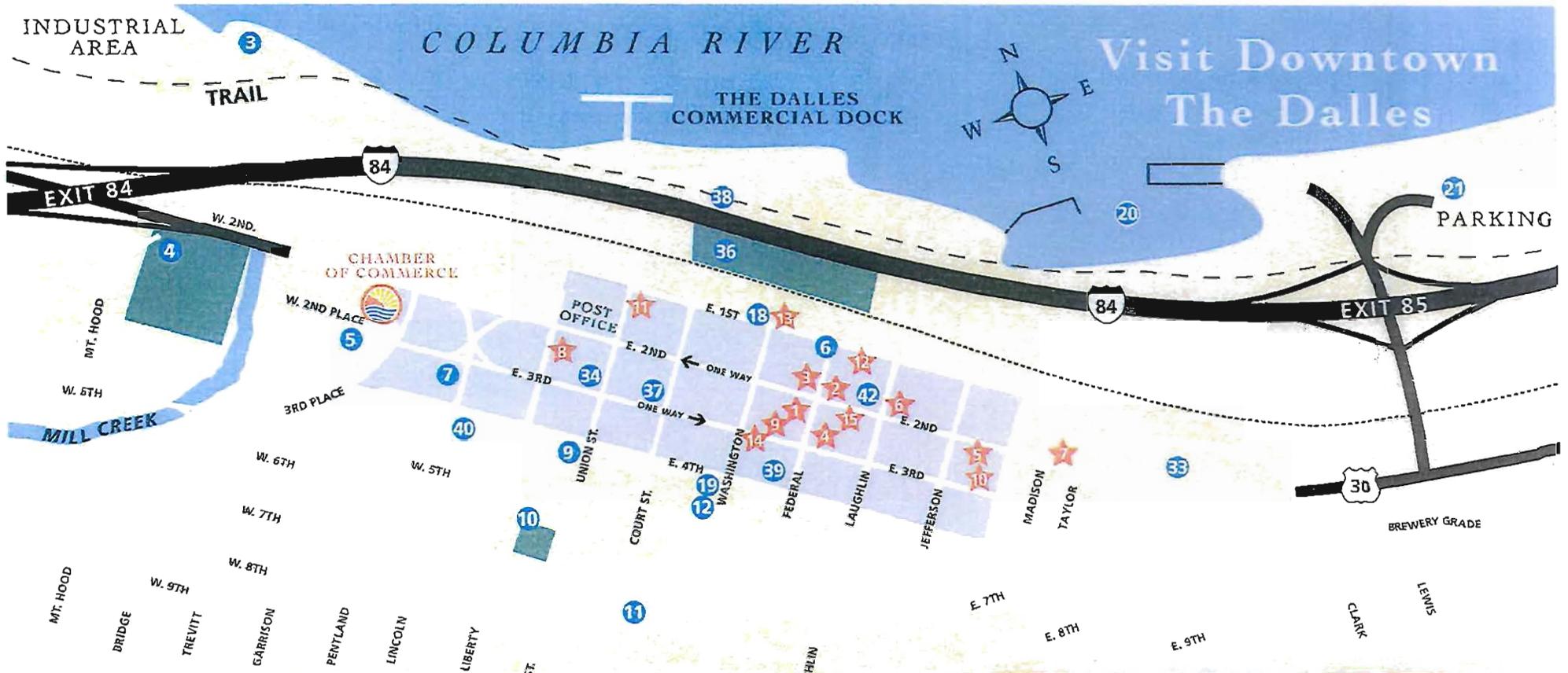
Tim Williams

Email: tim@oregonfilm.org

Website: oregonfilm.org

As both an executive and independent producer for more than 25 years, Tim Williams has credits on many award winning titles. From 1998 to 2011 Williams was Co-President and Head of Production for GreeneStreet Films, a leading New York based independent film company. While there, he was involved in the production of nearly 30 features, producing or executive producing most of their projects. Williams started his career as a set production assistant and assistant director in New York on features, commercials and TV shows, and worked for several years producing and directing new plays on the London Fringe in the UK.

Session: *Saving Oregon's Historic Theaters*



HISTORIC MURALS

- ★ "Decision at The Dalles"
- ★ "Lewis & Clark Expedition"
- ★ "The Dalles Northwest Trading Post for 10,000 Years"
- ★ "Ancient Indian Fishing Grounds"
- ★ "Where Wheat is King"
- ★ "Hudson Bay Company"
- ★ "Peace Treaty of 1855"
- ★ "Umanilla Houses: 1857-1950"
- ★ "Old Wasco County: 1854-1859"
- ★ "Rock of Ages (Pulpit Rock)"
- ★ "Sahapin Medicine Man"
- ★ "Corps of Discovery: Into the Narrows"
- ★ "Stern Wheeler Ticket Sales"
- ★ "Albers Flapjack Flour"
- ★ "Coca-Cola"
- ★ 2 Murals at The Dalles High School 200 East 10th



THE DALLES AREA
CHAMBER OF COMMERCE
The Dalles...Simply Samsational.

www.visitthedalles.com

POINTS OF INTEREST

- 3 Rock Fort
- 4 Ted Walker Memorial Pool
- 5 1859 Original Wasco County Courthouse
- 6 Veterans Service Center
- 7 1898 St. Peter's Landmark
- 9 1875 St. Paul's Chapel
- 10 City Park
- 11 County/City Library
- 12 The Dalles Art Center
- 17 Pulpit Rock
- 18 Old Waldron Drug Store Building
- 19 Wasco County Court House
- 20 Boat Basin
- 21 Riverfront Park
- 33 1914 Historic Sunshine Mill
- 34 1885 2nd Wasco County Courthouse
- 36 Lewis & Clark Park
- 37 The Dalles City Hall & Fire Museum
- 38 Riverfront Trail
- 39 1921 The Dalles Civic Auditorium
- 40 1865 Ben Snipes House
- 42 I.O.O.F. (International Order of Odd Fellows)

Welcome to The Dalles!



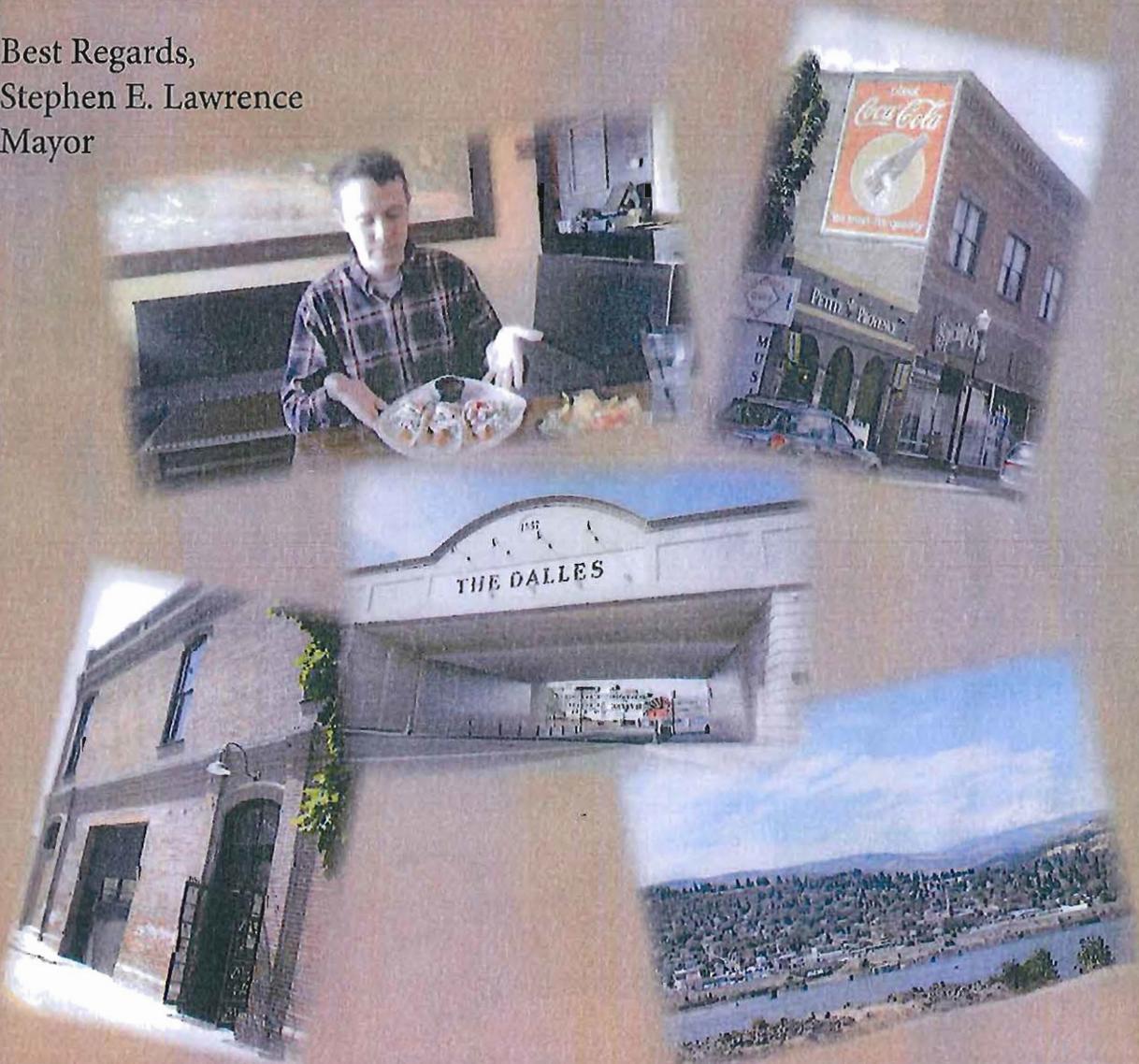
The Dalles welcomes the 2015 Oregon Main Street State Conference.

As the singular best approach to strengthening and revitalizing downtowns, large and small, Main Street is hope and inspiration for all Mayors and City Councils. The Dalles is at a turning point and our local Main Street program has been critical in our success.

It is our honor to help host this year's Main Street State Conference and thank you all for visiting our community. Please come and share your successes and your learning failures. Change does not occur until someone discovers the next step and takes action. The comprehensive and innovative approach that Main Street uses has proven its ability to make change.

I know that you will enjoy your time here in The Dalles and I encourage you to come back and visit us in the future.

Best Regards,
Stephen E. Lawrence
Mayor



RESOLUTION NO. 15-042

**A RESOLUTION CONCURRING WITH THE
MAYOR'S APPOINTMENT OF A TRANSPORTATION
SYSTEM PLAN PUBLIC ADVISORY COMMITTEE**

WHEREAS, an ad-hoc committee is need to assist with the update of the City's Transportation System Plan; and

WHEREAS, the purpose of the committee is to discuss and provide input from members' respective organizations to update the Transportation System Plan; and

WHEREAS, the City Council desires to form a committee to assist in developing recommendations; **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:

Section 1. Committee Established. A committee is established for the purpose of providing input in the City's Transportation System Plan update.

Section 2. Appointment of Committee Members. The Committee shall be comprised of the following members:

The Dalles City Council – Russ Brown
Northern Wasco County Parks & Recreation District – Phil Lewis
Columbia Gorge Regional Airport – Chuck Covert
The Dalles Business Community – Jim Wilcox
North Wasco County School District #21 – Dennis Whitehouse
City of The Dalles Planning Commission – Sherry DuFault
North Central Public Health District – Mimi McDonnell
Mid- Columbia Economic Development District – Michele Spatz
The Dalles Chamber of Commerce – John Newcomer
Columbia River Gorge Commission – Dan Ericksen
Columbia Gorge Community College – Jim Austin
City of The Dalles Traffic Safety Commission – Donna Lawrence
The Dalles Main Street Organization – Matthew Klebes
Mid-Columbia Medical Center – Joe Abbas
Oregon Cherry Growers – Megan Thompson

Section 3. Committee Responsibility. The Committee shall participate in four scheduled joint meetings with the Technical Advisory Committee members and the Project Management Team to provide input from each of their organizations for updating of the Transportation System Plan.

Section 4. Effective Date. This Resolution shall be effective October 12, 2015.

PASSED AND ADOPTED THIS 12TH DAY OF OCTOBER, 2015

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

AND APPROVED BY THE MAYOR THIS 12TH DAY OF OCTOBER, 2015

SIGNED: _____
Stephen E. Lawrence, Mayor

ATTEST: _____
Julie Krueger, MMC, City Clerk

RESOLUTION NO. 15-037

**A RESOLUTION CONCURRING WITH THE MAYOR'S
APPOINTMENT OF A MUNICIPAL COURT TASK FORCE**

WHEREAS, the City Council has a goal to analyze the financial viability of continued municipal court operations; and

WHEREAS, the City Budget Committee on May 5, 2015 requested a task force be established to examine the Municipal Court operations; and

WHEREAS, alternative court models are likely to affect the community; and

WHEREAS, the City Council desires to form a task force to assist in developing recommendations; **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:

Section 1. Task Force Established. A Task Force is established for the purpose of examining the current court model; examine alternative models and potential consequences to the community, and provide recommendations to the City Council.

Section 2. Appointment of Committee Members. The Task Force shall be comprised of nine members; the six members listed below and three members from the business community. The Mayor has selected the following persons to serve on the Task Force:

Task Force Members

Gene Parker, City Attorney
Sherry Bryant, Circuit Court Administrator
James (Jim) Mason, Defense Attorney
Steven Bradley, Mental Health Professional
Bill Dick, Local Attorney and former Council Member
Daniel Bonham, Local Business Owner

Section 3. Task Force Responsibility. The Task Force shall establish a process to achieve the goal of providing sound recommendations to the City Council for the future Municipal Court operational model. The Task Force will examine and weigh all aspects of court operations and their affects under multiple different models. The Task Force will make recommendations to the City Council of The Dalles. This process will include public outreach meetings.

Section 4. Effective Date. This Resolution shall be effective October 12, 2015.

PASSED AND ADOPTED THIS 12TH DAY OF OCTOBER, 2015

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

AND APPROVED BY THE MAYOR THIS 12TH DAY OF OCTOBER, 2015

SIGNED: _____
Stephen E. Lawrence, Mayor

ATTEST: _____
Julie Krueger, MMC, City Clerk

RESOLUTION NO. 15-031

A RESOLUTION ASSESSING THE REAL PROPERTIES LOCATED AT 801 LIBERTY STREET, 1290 WEST EIGHTH STREET, 1100 MT. HOOD STREET, 913 LAUGHLIN STREET, AND 387 SUMMIT RIDGE ROAD FOR THE COSTS OF ABATEMENT OF JUNK AND HAZARDOUS VEGETATION

WHEREAS, the City Code Enforcement Officer posted a Notice to Abate Nuisance upon the following listed properties on the dates shown below;

<u>Property</u>	<u>Assessor's Map No.</u>	<u>Date of Posting</u>
801 Liberty Street	1N 13E 3BC #10901	October 31, 2014
1290 West Eighth Street	1N 13E 4 #103	October 31, 2014
1100 Mt. Hood Street	1N 13E 4AC #7600	May 19, 2015
913 Laughlin Street	1N 13E 3CA #11500	June 24, 2015
387 Summit Ridge Road	1N 13E 1AC #605	April 1, 2015

and

WHEREAS, the following persons are the owners of the following listed properties;

<u>Property</u>	<u>Owner</u>
801 Liberty Street	Max & Amber Lugauer
1290 West Eighth Street	Rae Ann Clark
1100 Mt. Hood Street	Federal National Mortgage Association (FNMA)
913 Laughlin Street	Letha Johnson
387 Summit Ridge Road	William & Kristi Ketchum

and

WHEREAS, the Notice to Abate Nuisance required the removal of junk and hazardous vegetation from the listed properties pursuant to the provisions of General Ordinance Nos. 93-1162 and 99-1234; and

WHEREAS, the Notice to Abate Nuisance further provided that if the nuisance conditions were not abated, the City would hire a contractor to abate the nuisance conditions, and the costs of the abatement would be charged to the owner of the properties, and become a lien upon the properties; and

WHEREAS, as a result of the owners' failure to abate the nuisance conditions on the properties, the City hired the following listed contractors, who abated the nuisance conditions on the dates listed below, for the costs listed below;

<u>Property</u>	<u>Contractor</u>	<u>Date of Abatement</u>	<u>Cost</u>
801 Liberty St.	Rod Huante	May 1, 2015	\$250.00
1290 West 8 th St.	Rod Huante	April 28, 2015	\$599.00
1100 Mt. Hood St.	Rod Huante	June 9, 2015	\$1,290.00
913 Laughlin St.	Rod Huante	July 10, 2015	\$699.00
387 Summit Ridge Road	Rod Huante	June 1, 2015	\$550.00

and

WHEREAS, pursuant to Section 34 of General Ordinance No. 93-1162 and Section 7 of General Ordinance No. 99-1234, the City Clerk sent a Notice of Assessment by certified mail on June 1, 2015 to Max & Amber Lugauer, and to Rae Ann Clark, advising them that the total costs of the assessment for each property was \$750.00 and \$599.00 respectively, which for the assessment for the Lugauers included a \$500 administrative fee required by General Ordinance No. 93-1162, and that the listed sums would become a lien upon the respective properties if the amounts were not paid by June 16, 2015 and July 1, 2015; and

WHEREAS, pursuant to Section 34 of General Ordinance No. 93-1162 and Section 7 of General Ordinance No. 99-1234, the City Clerk sent a Notice of Assessment by certified mail on July 21, 2015 to Nationstar Mortgage LLE (the previous owner of the property prior to FNMA), Letha Johnson, and William & Kristi Ketchum, advising them that the total costs of the assessment for each property was \$1,790.00, \$1,199.00, and \$550.00 respectively, which for the assessment for the properties owned by Nationstar Mortgage (which is currently owned by FNMA) and Ms. Johnson included a \$500 administrative fee required by General Ordinance No. 93-1162, and that the listed sums would become a lien upon the respective properties if the amounts were not paid by August 5, 2015 and August 20, 2015; and

WHEREAS, the June 1, 2015 Notice of Assessments to the Lugauers and to Ms. Clark advised them they had until June 8, 2015 to file any objection to the proposed assessments; and

WHEREAS, the July 21, 2015 Notice of Assessments to Nationstar Mortgage, Ms. Johnson and the Ketchums, advised them they had until July 27, 2015 to file any objection to the proposed assessments; and

WHEREAS, none of the affected property owners filed any objection by the stated deadlines, and none of them paid the listed amounts by the stated deadlines, and the City Council finds that the statement of the amount of the proposed assessments is correct, and that no reason exists to justify any delay in proceeding with the imposition of a lien upon the properties for the costs of the assessments;

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

Section 1. Assessment. The cost of the abatement of the nuisance conditions consisting of the removal of junk and hazardous vegetation for the properties located at 801 Liberty Street and 1290 West Eighth Street, in The Dalles, Oregon, is assessed upon the following properties:

<u>Name/Address</u>	<u>Description</u>	<u>Final Assessment</u>
Max & Amber Lugauer 21390 Standing Rock Ave. Apple Valley, CA 92307-3406	1N 13E 3BC #10901	\$750.00
Rae Ann Clark 14004 NE Seventh Ct. Vancouver, WA 98685-1991	1N 13E 4 #103	\$599.00
Federal National Mortgage Assoc 14221 Dallas Parkway, Suite 1000 Dallas, TX 75254	1N 13E 4AC #7600	\$1,790.00
Letha Johnson 913 Laughlin Street The Dalles, OR 97058	1N 13E 3CA #11500	\$1,199.00
William & Kristi Ketchum 15150 SW 93 rd Avenue Tigard, OR 97224	1N 13E 1AC #605	\$550.00

The legal description for the properties is shown in the attached Exhibit "A".

Section 2. Docket Entry. Upon passage of this Resolution and its approval by the Mayor, the City Clerk is instructed and directed to enter into the Docket of City Liens the following matters in relation to the assessment:

- a. The foregoing legal description of the property assessed.
- b. The name of the owners or statement that the owners are unknown.
- c. The sum assessed upon each lot or tract of land.
- d. The date of the docket entry.

Section 3. Notices/Collection of Assessment. The City Clerk is directed to proceed with notice and collection of the assessment in accordance with the procedures prescribed by State law for enforcement of liens and collection of assessments.

Section 4. Effective Date. This Resolution shall be effective as of October 12, 2015.

PASSED AND ADOPTED THIS 12TH DAY OF OCTOBER, 2015

Voting Yes, Councilors: _____

Voting No, Councilors: _____

Absent, Councilors: _____

Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 12TH DAY OF OCTOBER, 2015

Stephen E. Lawrence, Mayor

Attest:

Julie Krueger, MMC, City Clerk

EXHIBIT "A"

Resolution No. 15-031

Assessor's Map No. 1N 13E 3BC Tax Lot #10901

Lot L and the East half of the South 55 feet of Lot K, Block 3, FORT DALLES MILITARY RESERVATION TO DALLES CITY, in the City of The Dalles, Wasco County, Oregon

1N 13E 4 Tax Lot #103

Parcel 1 of Partition Plat #2000-26, filed for record December 29, 2000, under Microfilm No. 2000-5582, being a portion of the Northwest quarter of Section 4, Township 1 North, Range 13 East and the Southwest quarter of Section 33, Township 2 North, Range 13 East of the Willamette Meridian, Wasco County and State of Oregon.

1N 13E 4AC Tax Lot #7600

Lot G, Block 72, FORT DALLES MILITARY RESERVATION TO DALLES CITY, in the City of The Dalles, Wasco County, State of Oregon.

1N 13E 3CA Tax Lot #11500

Lots 6 and 7, Block 5, NEYCE & GIBBONS ADDITION TO DALLES CITY, and the tract adjacent on the East described as follows:

Commencing at the Southeast corner of Lot 3, in Block 1 of MAY'S ADDITION TO DALLES CITY, in the City of The Dalles, an addition to and within the corporate limits of the City of The Dalles as per plat and dedication of said MAY'S ADDITION filed August 4, 1911, in Book 2, Page 39 of the Wasco County Plat Records; thence East along the North line of Benton Street to a point 27.5 feet East of the Southeast corner of Lot 6 in Block 5 in NEYCE & GIBSON'S ADDITION TO DALLES CITY, in the City of The Dalles as per plat and dedication of said NEYCE & GIBSON'S ADDITION recorded in Book "C", Page 166 of the Wasco County Deed Records; thence Northerly parallel with the East line of said Lot 6, 120 feet more or less to the South line of the alley running Easterly and Westerly through said Block 5; thence Westerly along the South line of said alley 120 feet, more or less to the Northeast corner of said Lot 3 in Block 1 in said MAY'S ADDITION; thence Southerly along the East line of said Lot 3, 120 feet, more or less, to the place of beginning; said tract facing 120 feet, more or less, on the North line of Benton Street and 120 feet, more or less, on the West line of Laughlin Street in said City of The Dalles.

ALSO, Lot 3, Block 1, AMENDED MAY'S ADDITION TO DALLES CITY, all in the City of The Dalles, in the County of Wasco and State of Oregon.

1N 13E 1AC Tax Lot #605

Lot 6, RIVER'S EDGE ESTATES FIRST ADDITION, in the City of The Dalles, County of Wasco, State of Oregon, Partition Plat #2005-0031, Slide A-109A.



CITY OF THE DALLES
Department of Public Works
1215 West First Street
The Dalles, Oregon 97058

AGENDA STAFF REPORT

CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2015	Contract Review Board 11, A	

TO: Honorable Mayor and City Council

FROM: Dave Anderson, Public Works Director

DATE: September 28, 2015

ISSUE: Authorization for Wastewater Treatment Plant Upgrade 2015 Project Phase 1B.

CITY COUNCIL GOALS: Goal A-4: *Complete Phase 1 improvements of the Wastewater Master Plan;*
Goal B-3: *Move toward use of renewable energy techniques for all city-owned properties; begin with Library in fiscal year 2015-16.*

PREVIOUS AGENDA REPORT NUMBERS: Agenda Staff Reports #14-027; #14-035; #15-009; August 31, 2015 Work Session agenda staff report.

BACKGROUND: A progressive design-build contract was awarded to the team of Mortenson Construction/Kennedy Jenks Consultants on February 9, 2015 for the Wastewater Treatment Plant Upgrade – 2015 project. The project was to consist of constructing improvements to increase influent pumping capacity, improve reliability of the headworks facility, convert an existing bio-solids storage tank into an anaerobic digester to provide digester redundancy, and provide aesthetic improvements to enhance the appearance of the plant from key viewing areas.

The work for the project has been divided into three phases. During Phase 1A, the Design-Builder was to “undertake an extensive discover and explore process” with staff to “evaluate options and develop a design concept that fulfills the project objectives and provides the best long-term value” to the City. Phase 1A has been completed and the results and recommendations from that process were reviewed with Council in a Work Session held on August 31st. Council expressed its general support for the recommended project scenario called Combined Alternative 3C with an option of expanding to Combined Alternative 3D which includes a larger digester and carbon diversion for

electrical power generation if the results of pilot testing prove it to be feasible. Alternative 3D also opens up potentially-significant opportunities for outside funding for the project.

Under the next phase of the project, Phase 1B, the concepts selected under Phase 1A will be advanced to an 80% design completion and the Design-Builder will submit a proposed Guaranteed Maximum Price (GMP) for completion of the project under Phase 2. Also during this phase, Council will be presented with three different concepts at a future meeting related to the planned aesthetic improvements for the plant; at that time, the project team will be seeking direction from Council about which aesthetic concept to incorporate into the final design. Lastly, there will be a presentation to Council summarizing the results of the carbon diversion pilot testing, unless it is omitted from the Phase 1B scope of work. The issue for Council's consideration at this time is the approval of a contract amendment authorizing funding for Phase 1B.

The not-to-exceed costs for Phase 1B have been developed in an open-book manner using the same hourly rates as were approved for Phase 1A. And, as Council may recall, the mark-up rates for this design-build team were the lowest of any of the three proposers for this project meaning that more of the City's money that is being spent on the project is being used for engineering and construction efforts rather than profit margins. The total estimated cost for Phase 1B is \$508,633 plus \$46,364 for the pilot testing of carbon diversion systems and preparing a report to BPA to solicit outside funding for the project. The base price for Phase 1B work is about \$22,000 higher than anticipated in the information presented to Council at the August 31, 2015 work session. The Mortenson/Kennedy Jenks team plans to work with trade partners to have them provide design details as part of their submittal packages in an effort to reduce Phase 1B costs as work progresses.

The pilot testing will evaluate carbon diversion technologies from two different vendors. In the August 31st Work Session, a question was asked about the cost of pilot testing. The answer provided was that the proposals were coming in at about \$10,000, and the discussion moved on to other topics. Without any additional information, it may have been perceived by Councilors that the total cost of the pilot testing would be about \$10,000. In fact, the \$10,000 figure was an estimate of how much each vendor would charge to provide and set-up their carbon filtration systems. As outlined in Attachment B-2 of the Phase 1B Proposal, the total cost of the pilot testing will be about \$58,864. However, it is estimated that Cascade Energy will contribute about \$12,500 toward the pilot testing resulting in a net cost of \$46,364. If the pilot testing results are favorable, the resulting report will be used to solicit additional funding from BPA for construction of the project, subject to Council authorization to pursue Combined Alternative 3D.

As was presented to Council in the August 31st Work Session, the total cost of the project under the selected alternative is greater than originally anticipated. However, the total cost of planned Wastewater Treatment Plant improvements over the next 10 years are significantly less than originally planned with the selected alternative. The project was initiated with an estimated budget of \$4.89 million. The pre-design estimated budget for Combined Alternative 3C is \$6,531,205, and 3D is \$7,050,000. The current 2015-16 budget identifies \$5,085,882 within Fund 57, the Sewer Plant Construction/Debt Service Fund, that could be used for the project. In addition, the Beginning Balance for Fund 57 is \$138,252 higher than anticipated in the current year. Fund 56, the Special Reserve Fund, has \$820,366 budgeted for "future sewer projects" and \$400,000 for slip-line projects that could be transferred to Fund 57 for the project. The Beginning Balance for the Wastewater Fund, Fund 55, is \$207,513 higher than anticipated and these monies could also be transferred to Fund 57 for the project. Lastly, the project is scheduled to extend into the 2016-17 fiscal year at which time it is anticipated that approximately \$2 million will be available to transfer

into reserve funds to support capital projects as has been done the last couple of years. In short, by taking one year off from the nearly-annual slip-line work, it is anticipated that there are adequate funds to support either Combined Alternative 3C or 3D, even without outside funding. The following table summarizes the available funding sources to complete the project.

Fund	Budget Line	Amount
Fund 57	057-5700-550.75-10, Capital Projects (WWTP upgrade)	\$5,085,882
Fund 57	057-0000-300.00-00, Beginning Balance	\$138,252
Fund 56	056-5600-550,76-30, Sewer Lines (Future projects)	\$820,366
Fund 56	056-5600-550,76-30, Sewer Lines (Slip-line project)	\$400,000
Fund 55	055-0000-300.00-00, Beginning Balance	\$207,513
	Total	\$6,652,013

The issue before Council at this time seeks authorization of a contract amendment for Phase 1B work using Combined Alternative 3C. If the carbon diversion pilot testing results are favorable, Council authorization will be sought before proceeding with Combined Alternative 3D.

At the completion of Phase 1B, staff will be seeking Council authorization of another contract amendment for Phase 2 of the contract to complete the design and construct the project.

BUDGET IMPLICATIONS: If the proposed contract amendment is approved authorizing work for Phase 1B of Contract 2015-004, up to \$508,633 will be spent from Fund 57, the Sewer Plant Construction/ Debt Service Fund, Line 057-5700-550.75-10 to complete 80% design of the project and develop a Guaranteed Maximum Price to complete the project. In addition, contingent upon Council approval, an additional \$58,864 could also be spent from the same fund and budget line to conduct pilot testing for a carbon diversion project and complete associated reports; the project team is pursuing an estimated \$12,500 from Cascade Energy to partially offset some of these costs. There are adequate budgeted monies available to fund both scopes of work.

RECOMMENDATION:

1. ***Staff Recommendation: Move to authorize the City Manager to sign a contract amendment with Mortenson Construction/Kennedy-Jenks Engineers for Phase 1B of Contract No. 2015-004, the Wastewater Treatment Plant Upgrade – 2015 project, in amount not to exceed \$567,497, and include pilot testing for carbon diversion technologies in the project scope.***
2. Move to authorize the City Manager to sign a contract amendment with Mortenson Construction/Kennedy-Jenks Engineers for Phase 1B of Contract No. 2015-004, the Wastewater Treatment Plant Upgrade – 2015 project, in amount not to exceed \$508,633, and exclude pilot testing for carbon diversion technologies in the project scope.
3. Deny authorization to execute a contract amendment for Contract No. 2015-004 Phase 1B and provide additional direction to staff.



September 24, 2015

Mr. Dave Anderson
Public Works Director
City of The Dalles
1215 West 1st Street
The Dalles, OR 97058

Subject: Proposal for Phase 1B 80% Design
The Dalles WWTP Progressive Design Build

Dear Mr. Anderson:

Mortenson Construction and Kennedy/Jenks Consultants (Mortenson/KJ) are pleased to submit our proposal for Phase 1B 80% Design for The Dalles WWTP, which is being delivered through the progressive design-build process. The following proposal attachments are included:

- | | |
|-----------------|---|
| Attachment A: | Phase 1B Scope of Work |
| Attachment B-1: | Proposal Fee Estimate for 80% Design |
| Attachment B-2: | Proposal for Carbon Diversion Pilot Testing |
| Attachment C: | Phase 1B Schedule |
| Attachment D: | Preliminary Construction Drawing List |

Proposed Scope of Work and Budget Overview

As summarized in the Attachment A, Kennedy/Jenks proposed Scope of Work includes five phases of work. These phases are summarized as follows:

Task 1 – Project Management. Provide ongoing budget tracking and invoicing by Mortenson/KJ and coordinate the internal team throughout Phase 1B. Conduct regular status check-ins with City staff and coordinate activities of the internal team.

Task 2 – 80% Design and Guaranteed Maximum Price (GMP). Complete 80% Design based on the drawings included in Attachment D. Completion will involve a 50% design submittal and GMP development so the City is aware of the project status. Following 50% Design Mortenson/KJ will begin securing pricing from sub-contractors that will be used to finalize the design and develop the final GMP.

Task 3 – Primary Filtration for Carbon Diversion Pilot Testing. Conduct pilot testing of two primary filtration technologies at The Dalles WWTP to investigate primary filtration for carbon diversion. The two technologies to be pilot tested will include:

1. Trojan Salsnes Filter; and
2. Aqua Aerobics Aqua Disk Filter.



Kennedy/Jenks Consultants

The proposed budget Tasks 1 and 2 for 80% Design and GMP is \$508,633. This is higher than the estimate for Phase 1B included in the Recommended Plan. As design progresses, Mortenson/KJ will work with trade partners to have them provide design details as part of their submittal packages in an effort to achieve buy-back savings for the City at the completion of Phase 1B.

Proposed Schedule

Attachment C is the proposed project schedule showing completion of pilot testing and beginning design on elements of the project that would not be impacted by a change in the recommended plan if primary filtration for carbon diversion were implemented at The Dalles WWTP. The schedule currently shows completion of Phase 1B in June 2016 and start of construction in August 2016, with decisions related to primary filtration currently the critical path.

One consideration to begin construction earlier in 2016 would be to have a "mini-GMP" and early-out construction package for the IPS expansion and perhaps initial work on the new primary digester. This is something that can be discussed during Phase 1B as the pilot testing and 50% design submittal are completed and the final scope of the upgrades is determined.

Very truly yours,

Mortenson Construction

A handwritten signature in blue ink that reads "Tom Paul".

Tom Paul
Project Manager

Kennedy/Jenks Consultants

A handwritten signature in blue ink that reads "Preston Van Meter".

Preston Van Meter, P.E.
Design Lead

Enclosures

Attachment A Scope of Work

Task 1. Project Management

- Task 1.1 Monthly Project Status Reports.** Prepare monthly project status reports providing a summary of work completed in the previous month and work planned for the upcoming month along with an evaluation of % complete vs. % budget expended (Earned Value Analysis). Monthly invoices will be included with each of the Monthly Project Status Reports. The anticipated duration of Phase 1B 80% Design is 6 months.
- Task 1.2 Internal Team Coordination.** Mortenson's Project Manager and Kennedy/Jenks Design Lead will conduct weekly internal team meetings to coordinate efforts of the multi-disciplinary team and sub-consultants to keep the project on schedule and budget.

Task 2. 80% Design and GMP

Phase 3 80% Design scoping is based on the Recommended Plan included in the Facilities Plan Update prepared in Project Phase 1A by Mortenson/KJ and includes the following major elements:

- 1. Increase capacity in the existing Influent Pump Station by replacing the influent pumps in the existing dry pit;*
- 2. Remove existing bar screen upstream of the existing IPS;*
- 3. Install new headworks screens in the current grit chamber location;*
- 4. Install new grit removal system adjacent to the existing grit chamber;*
- 5. Construct a new primary anaerobic digester with pump mixing system, gas handling equipment and all ancillary equipment;*
- 6. Complete site aesthetic improvements based on City Council input.*

The design sheet list based on the current Recommended Plan is summarized in Attachment B and includes 80 drawings for General, Civil, Landscaping, Architecture, Mechanical, Structural, Electrical and Instrumentation disciplines. Design coordination and planning included in the Phase 3 scope includes regular check-ins and workshops with City and WWTP staff at key design points, coordination with Oregon DEQ, topographic and boundary surveying, preparation of a geotechnical investigation and recommendations report, completion of 80% final design and development of the Guaranteed Maximum Price.

The Task 2 Scope of Services does not include implementation of primary filtration for carbon diversion, for which pilot testing is included as optional Task 3. It is anticipated that the Task 2 Scope of Services will be re-evaluated at the completion of pilot testing based on the City's decision related to inclusion of primary filtration for carbon diversion as part of the project.

- Task 2.1 80% Design Kickoff Workshop.** Conduct a workshop with City staff to discuss 80% Design scope and schedule, review key decision steps and review key decision elements of Phase 1B 80% Design. Review the Carbon Diversion Pilot Testing Scope and Schedule and support needs required by vendors to complete their testing.

- Task 2.2 Oregon DEQ Project Coordination.** Submit The Dalles WWTP Facility Plan Update prepared in Phase 1A to DEQ for review and approval. Attend two (2) meetings with DEQ as follows:

DEQ Meeting 1: The first DEQ meeting will be conducted early in the project to review the Facility Plan Update prepared by Mortenson/KennedyJenks in Phase 1A, completion schedule for Phase 1 of the Recommended Plan and timing for submittal of 80% Design documents for DEQ review.

DEQ Meeting 2: The second DEQ meeting will be following submittal of the 80% design documents to discuss DEQ comments.

- Task 2.3 Site Aesthetics City Council Presentation.** Conduct one (1) presentation to City Council of the landscaping and site aesthetic improvements proposed to be included in the project. The elements of the plan approved by City Council will be included in 80% Design.
- Task 2.4 WWTP Design Site Visits.** Conduct four (4) site visits to meet with City and WWTP operations staff during 80% design to obtain additional background information on existing facilities and tie-in connections, discuss key design issues and challenges, review construction sequencing and obtain feedback on design concepts.
- Task 2.5 Topographic and Boundary Surveying.** Complete topographic and boundary surveying for The Dalles WWTP to be used in final design. Surveying will include the full WWTP site, including all hydraulic elements of the existing facility to assist in preparation of the hydraulic profile.
- Task 2.6 Geotechnical Investigation and Recommendations Report.** Complete a geotechnical site investigation including four (4) soil borings and additional test pits in the vicinity of Digester 3 that will be constructed over the demolished foundation for an original clarifier at the facility. Prepare a detailed Geotechnical Investigation and Recommendations Report with design recommendations to inform the structural design elements of the project.
- Task 2.7 Complete 50% Design and GMP Template.** Prepare the 50% Design Submittal including construction drawings and specifications for major systems and equipment, updated GMP Template and construction schedule. The 50% design submittal will also summarize initial equipment selection and bidding completed to develop the 50% GMP template and estimated project costs.
- Task 2.8 50% Design Review Workshop.** Meet with City staff to review and discuss the 50% Design Submittal and updated GMP template.
- Task 2.9 Constructability Review.** Mortenson Construction will lead a detailed constructability review of the 50% design and provide recommendations to reduce project cost and maintain the planned construction schedule. Mortenson Construction will begin considering construction sequencing and mobilization timing. Recommendations from the Constructability Review will be incorporated into 80% Design.
- Task 2.10 Complete Draft 80% Design and GMP Submittal.** Prepare the Draft 80% Design Submittal and Guaranteed Maximum Price based on comments and feedback from the 50% Design Review Workshop and Constructability Review. The 80% Submittal will include all construction drawings and specifications, contract documents and the Guaranteed Maximum Price (GMP).
- Task 2.11 80% Design and GMP Review Workshop.** Meet with City staff to review and discuss the Draft 80% Design Submittal and GMP. Discuss the GMP and identify options to reduce, if required.
- Task 2.12 Finalize WWTP Phase 2 Contract Documents.** Finalize the 80% Design and GMP based on City review comments and discussions at the Draft 80% Design and GMP Review Meeting. Prepare, complete final negotiations, submit and finalize the WWTP Phase 2 Contract Documents and begin coordination mobilization for the first phase of construction.

Task 3. Carbon Diversion Project Development and Pilot Testing (Optional)

Complete Primary Filtration for Carbon Diversion (Carbon Diversion) pilot testing and other project development steps to investigate the potential for implementing Carbon Diversion at The Dalles WWTP to increase solids loading to the new Digester 3, add a cogeneration system to produce energy from the increased gas production and reduce aeration demand on the secondary process to save energy.

Two vendors with existing installations for the proposed primary filtration are anticipated to be pilot tested at The Dalles WWTP:

- 1. Trojan Salsnes Filter*
- 2. Aqua Aerobics Aqua Disk Filter*

The Primary Filtration for Carbon Diversion Pilot Testing phase will include coordination with Cascade Energy to obtain funding support for the optional pilot testing and preparation of the required Bonneville Power Administration (BPA) Project Assessment Report. The BPA assessment report will then be used to assess the potential energy efficiency incentive funding available from BPA to support the implementation of Primary Filtration for Carbon Diversion at The Dalles WWTP.

Cascade Energy has indicated some funding may be available to support the pilot testing, as indicated in Attachment B-2. While the initial estimate from Cascade Energy is \$12,500 of outside funding support is available, the exact amount is still under discussion and will be finalized early in Phase 1B if the City chooses to proceed with the Primary Filtration for Carbon Diversion pilot testing.

- Task 3.1 Pilot Testing Coordination.** Coordinate pilot testing and site requirements with equipment vendors prior to pilot testing to provide for any elements of the pilot testing not included in the vendor scope of services. Meet with outside funding and regulatory agencies to gain project support and seek monetary support for the project. At a minimum, these meetings are anticipated to include Cascade Energy and Bonneville Power Administration (BPA).
- Task 3.2 Prepare Pilot Design and Test Protocol.** Review Pilot Testing Proposals from Trojan and Aqua Aerobics and prepare the pilot design and test protocol showing pilot location, connection requirements (piping and electrical), sampling and testing requirements and outside support requirements from the City or KJ/Mortenson to complete the pilot testing.
- Task 3.3 Finalize Cascade Energy TSP and Vendor Agreements.** Finalize the contract with Cascade Energy for Technical Service Provider (TSP) pilot testing support and pilot testing agreements with Trojan and Aqua Aerobics. Identify testing requirements and outside support required by the vendors and coordinate with City and WWTP staff on the pilot test schedule.
- Task 3.4 Conduct Carbon Diversion Pilot Testing.** Facilitate carbon diversion pilot testing as required and assist with the procurement of ancillary equipment identified in the Pilot Design. Coordinate sampling and testing needs and monitor the pilot testing as necessary. The pilot testing budget assumes a duration of two (2) weeks for each pilot test (Trojan and Aqua Aerobics) and that KJ/Mortenson will make 1 site visit during each pilot test.
- Task 3.5 WWTP Process Modeling.** Based on the pilot testing results, update the WWTP process model, incorporating results of the pilot testing to develop design criteria for the new digester, secondary process, and potential cogeneration facilities.
- Task 3.6 Prepare Carbon Diversion Pilot Testing Summary and Recommendations Report.** Incorporate pilot test findings and update the Facility Plan Recommended Plan considering the inclusion of primary filtration for carbon diversion and cogeneration as part of the project. Update the Facility Plan Recommended Plan for sizing of Digester 3 and secondary process improvements based on the process modeling. It is anticipated the Pilot Testing Summary and Recommendations Report will be submitted to Cascade Energy and BPA and used to investigate other outside funding opportunities if primary filtration for carbon diversion is implemented at The Dalles WWTP.
- Task 3.7 Pilot Testing Recommendations Review Meeting.** Meet with City staff to review Carbon Diversion Pilot Testing Summary and Recommendations Report, discuss the scope of the WWTP improvements to

incorporate Primary Filtration for Carbon Diversion at The Dalles WWTP and potential outside funding sources.

Task 3.8 Pilot Testing Proposal City Council Presentation. Attend one City Council meeting to present findings and recommendations from the carbon diversion pilot testing, outside funding opportunities and potential modifications to the Recommended Plan if primary filtration for carbon diversion was implemented at The Dalles WWTP.

Deliverables:

- One electronic (PDF) copy of Monthly Project Workshop Agendas and Minutes;
- One electronic (AutoCAD) copy of the WWTP base map provided as part of the site surveying;
- Two (2) hard copies and one (1) electronic (PDF) copy of the Final Geotechnical Investigations and Recommendations Report;
- Four (4) hard copies and one (1) electronic (PDF) copy of the 50% Design Submittal and GMP Template; and
- Four (4) hard copies and one (1) electronic (PDF) copy of the 80% Design Submittal and GMP.

Assumptions related to Scope of Work:

- Scope for Task 1 Project Management and Task 2 80% Design and GMP based on the Facility Plan Update Recommended Plan Phase 1 prepared by Mortenson/KJ;
- Scope for Task 2 80% Design and GMP does not include implementation of Primary Filtration for Carbon Diversion that will be pilot testing as part of Task 3 in the Scope of Work;
- Design of future phases in the Facility Plan Update Recommended Plan is not included in the Scope of Work;
- The new primary digester solids building will be constructed in the existing carport at The Dalles WWTP. It is assumed this use will not trigger seismic retrofit provisions of chapter 16 or 34 of the Oregon Structural Specialty Code (OSSC).
- Geotechnical investigations will include two soil borings near the headworks and new primary digester along preparation of the Geotechnical Investigation and Recommendations report to support 80% Design;
- Scope and budget may need to be modified based on results on primary filtration for carbon diversion pilot testing and potential implementation by the City.

Attachment B-1: Budget

Mortenson/KennedyJenks

CLIENT Name: City of The Dalles WWTP
 PROJECT Description: WWTP Progressive Design Phase 1B
 Proposal/Job Number: The Dalles Contract No. 2015-004, Proposal #1405M037 Date: 9/18/2015

Classification:	MORTENSON CONSTRUCTION				KENNEDY/JENKS CONSULTANTS									Total	Total Mortenson + KJ Labor	Sub Shannon & Wilson	Sub Bush Surveying	Sub PLACE Studio	ODCs	Total Labor + Subs + Expenses
	Corp Executive	Project Manager	Lead Estimator	Sr. MEP Expert	Eng-Sci-7/8	Eng-Sci-6	Eng-Sci-5	Eng-Sci-4	Eng-Sci-3	Eng-Sci-2	Eng-Sci-1	CAD Designer	Project Admin.							
Hourly Rate:	\$160	\$127	\$127	\$116	\$195	\$185	\$175	\$165	\$155	\$145	\$0	\$135	\$115							
Task 1 - Project Management																				
Task 1.1 - Monthly Project Status Report and Invoicing	4				4	16							32	56	\$8,050				\$250	\$8,310
Task 1.3 - Internal Team Coordination	8		40			24								72	\$10,800				\$250	\$11,050
Task 1 - Subtotal	12	0	40	0	4	40	0	0	0	0	0	0	32	128	\$18,860	\$0	\$0	\$0	\$500	\$19,360
Task 2 - 80% Design and GMP																				
Task 2.1 - 80% Design Kickoff Meeting	8	8	8		4	4							2	34	\$5,092				\$500	\$5,592
Task 2.2 - Oregon DEQ Project Coordination	4				8	16			8				2	38	\$6,830				\$200	\$6,830
Task 2.3 - Site Aesthetics City Council Presentation	8		8		8	8			16					48	\$7,816			\$2,750	\$750	\$11,316
Task 2.4 - WWTP Design Site Visits	8	24	24		8	8	24		24					120	\$18,336				\$2,000	\$20,336
Task 2.5 - Topographic and Boundary Surveying						2	2					8		12	\$1,800		\$7,150			\$8,950
Task 2.6 - Geotechnical Investigation and Recommendations Report	4	6			4	8	8							30	\$5,062	\$33,000			\$6,000	\$44,062
Task 2.7 - Complete 50% Design and GMP Template	40	80	120	24	40	143	136	67	118	18	0	316	20	1122	\$169,554	\$6,050				\$175,604
Task 2.8 - 50% Design Review Workshop	8		8		6	6								28	\$4,576			\$5,500	\$750	\$10,826
Task 2.9 - Constructability Review	16	32	32	32	4	4								120	\$15,920				\$500	\$16,420
Task 2.10 - Complete Draft 80% Design and GMP Submittal	28	60	100	40	40	143	135	67	118	17	0	315	20	1083	\$163,955			\$5,500	\$500	\$166,955
Task 2.11 - 80% Design and GMP Review Workshop	8	8	8		6	6								36	\$5,592				\$500	\$6,092
Task 2.12 - Finalize WWTP Phase 2 Contract Documents	12	20	20	20	8	8							4	92	\$12,820				\$500	\$13,320
Task 2 - Subtotals	144	238	300	96	136	356	305	134	284	35	0	639	48	2763	\$417,123	\$39,050	\$7,150	\$13,750	\$12,200	\$489,273
All Tasks Total	156	238	340	96	140	396	305	134	284	35	0	639	80	2891	\$435,993	\$39,050	\$7,150	\$13,750	\$12,700	\$508,633

Attachment D
Phase 1B 80% Design
The Dalles WWTP
City of The Dalles, Oregon

80% Design Drawings are anticipated to include the following 80 construction drawings that will be required to size and construct the facilities, facilitate trade partner bidding and obtain building permits from the Building Official. During Phase 1B, Mortenson/KJ will be working to reduce the required engineering design effort during Phase 1B using information and details provided from available trade partners.

General

- G001 - Title Sheet, Location Maps and Drawing Index
- G002 - Abbreviations, Legends, Symbols and Notes
- G003 - Basis of Design and Piping Schedule
- G004 - Schematic Flow Diagram and Hydraulic Profile

Civil

- C001 - Civil Notes and Abbreviations
- C002 - Civil Standard Details I
- C003 - Civil Standard Details II
- C004 - Erosion and Sediment Control Cover Sheet
- C005 - Erosion and Sediment Control Plan
- C006 - Erosion and Sediment Control Details
- C100 - Civil Site and Overall Demolition Plan
- C101 - Area 100 IPS Demolition Plan
- C200 - Area 200 Headworks Demolition Plan
- C102 - Civil Yard Piping Plan
- C103 - Civil Grading and Drainage Plan

Architectural

- A001 - Code Summary & Architectural Details
- A002 - Architectural Standard Details
- A200 - Grit Building Modifications Exterior Elevations, Sections and Details
- A300 - Solids Building Floor Plan and Exterior Elevations
- A301 - Solids Building Sections and Details
- A302 - Solids Building Door, Window and Finish Schedules and Details
- A303 - Solids Building Roof and Framing Details
- A304 - Primary Digester Elevation, Ladder and Guardrail Details

Mechanical

- M001 - Mechanical Legends, Symbols and Notes
- M002 - Mechanical Standard Details
- M100 - IPS Demolition Plan and Details
- M101 - IPS Mechanical Plan
- M102 - IPS Sections and Details I
- M200 - Headworks Demolition Plan and Details I
- M201 - Headworks Demolition Plan and Details II
- M202 - Headworks Screen Mechanical Plan
- M203 - Headworks Screen Sections and Details I

Attachment D
Phase 1B 80% Design
The Dalles WWTP
City of The Dalles, Oregon

Mechanical (con't)

- M204 - Headworks Screen Sections and Details II
- M205 - Headworks Grit Removal Mechanical Plan
- M206 - Headworks Grit Removal Sections and Details
- M300 - Primary Digester Mechanical Plan
- M301 - Primary Digester Roof Mechanical Plan and Details
- M302 - Primary Digester Pump Mixing System Plan
- M303 - Primary Digester Pump Mixing System Sections and Details
- M400 - Primary Digester Solids Building Mechanical Plan
- M401 - Primary Digester Solids Building Sections and Details I
- M402 - Primary Digester Solids Building Sections and Details II
- M403 - Primary Digester Solids Building HVAC Plan and Schematics
- M404 - Primary Digester Solids Building HVAC Details

Structural

- S001 - General Notes, Special Inspection and Testing Schedule & Abbreviations
- S002 - Structural Reinforced Concrete Notes and Standard Details
- S003 - Structural Reinforced Concrete Masonry Units Notes and Standard Details
- S100 - IPS Structural Sections and Details
- S200 - Influent Screen Structural Plan, Sections and Details
- S201 - Grit Chamber Structural Plan, Sections and Details
- S300 - Primary Digester Foundation Plan
- S301 - Primary Digester Roof Plan
- S302 - Primary Digester Sections and Details I
- S303 - Primary Digester Sections and Details II
- S400 - Primary Digester Solids Building Foundation Plan, Sections and Details

Electrical

- E001 - Electrical Abbreviations, Legends, Symbols and Notes
- E002 - Electrical Details I
- E003 - Electrical Details II
- E004 - WWTP Single Line Diagram
- E005 - IPS and Headworks Single Line Diagram and MCC Elevations
- E005 - Primary Digester Single Line Diagram & MCC Elevations
- E006 - Conduit and Wire Schedule, Panelboard and Fixture Schedules
- E007 - Electrical Schematics
- E100 - WWTP Electrical Site Plan
- E101 - IPS Electrical Plan, Demolition Plan and Details
- E102 - IPS Power and Signal Plan
- E201 - Headworks Electrical Plan, Demolition Plan and Details
- E201 - Headworks Power and Signal Plan
- E301 - Primary Digester Power, Signal and Lighting Plan
- E401 - Primary Digester Solids Building Power and Signal Plan
- E402 - Primary Digester Solids Building Lighting Plan

Attachment D
Phase 1B 80% Design
The Dalles WWTP
City of The Dalles, Oregon

Instrumentation

- I001 - Process and Instrumentation Diagram Symbols and Abbreviations
- I002 - SCADA Network Diagram and Schematics
- I003 - IPS and Headworks Control Panel Layout and Wiring Diagram
- I004 - Digester 3 Control Panel Layout and Wiring Diagram
- I100 - P&ID Influent Pump Station
- I200 - P&ID Headworks Screens and Grit Removal
- I300 - P&ID Primary Digester
- I301 - P&ID Primary Boiler and Hot Water Loop
- I302 - Digester Gas and Waste Gas Burner



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

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

AGENDA STAFF REPORT CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2015	Contract Review Board 11, B	

TO: Mayor and City Council

FROM: Daniel Hunter, Project Coordinator

DATE: September 30, 2015

ISSUE: Construction Contract for The Dalles-Wasco County Library Expansion.

BACKGROUND: The Dalles-Wasco County Library Foundation has been pursuing a children's wing addition to the Library. As the fiscal agent for the Library the City has been handling all the financial and contractual aspects of the project, as well as providing staff support. The Foundation has concentrated on raising the funds necessary for the project. The Foundation provided the funds for the 30% design and 95% Construction & Bid Documents. The Foundation would like to proceed with the construction.

Construction Pre-Bid Qualifications were received from three general contracts on or before the July 8, 2015 deadline. The bid deadline was July 14, 2015 at 2pm. Griffin Construction was the only bidder.

The bid received from Griffin Construction was for \$950,120 which is 38% higher than the construction cost estimate. Consequently there is a substantial difference between the bid and the budget for construction. Following receipt of the bid, discussions with the Library Foundation and FFA Architecture will take place to discuss option. There are at the time of this report three known options.

Subsequent meetings with the Library Foundation (July 22, 2015) and City Council (July 27, 2015) resulted in direction to work with Griffin Construction and FFA Architecture to Value Engineer the project. Value Engineering options were presented by Griffin Construction to FFA and the City. A meeting was held August 18, 2015 to review the plans and detail what Value Engineering options would be pursued.

Staff met with representative of Griffin Construction, FFA Architecture and Library Foundation members and went over a list of cost saving items presented by Griffin Construction. Some of those items were acceptable to the Foundation. Further discussions via phone and email resulted in a value engineered construction cost of \$779,214. The changes to the plan have also resulted in additional design work which totals \$15,980.

As a result of the Value Engineering process we now have costs in line with revenue and the Foundation would like to proceed with Construction of the Library Addition (see attached VE schedule).

BUDGET IMPLICATIONS: The Library Foundation has secured donations and grants totaling \$945,765 for the entire project. The construction costs have been value engineered to \$779,214. The construction management proposal has been increased to six site visits from four and at a total cost of \$28,870. That brings the total costs to \$808,087 including Construction Management. We are budgeting for an additional \$44,868 in contingency. The Library Foundation continues to pursue donations and grants for the project (see attached budget).

COUNCIL ALTERNATIVES:

1. **Staff Recommendation:** *Authorize the City Manager to sign the value engineered contract with Griffin Construction to construct The Dalles-Wasco County Children's Addition for a cost not to exceed \$779,214.*
2. Delay authorization and direct the City Manager to investigate other options.
3. Reject the value engineered contract bid; direct the City Manager to re-advertise the request for bids.

The Dalles-Wasco County Library Children's Addition Budget

REVENUE

16-Sep-15

Source	Amount
Toyota Match	\$2,500
TD-WC Library Foundation	\$12,600
Ford Family Foundation TAG	\$5,000
Union Pacific	\$25,000
Morey Fund of OCF	\$932
Meyer Memorial Trust	\$250,000
Ford Family Foundation	\$195,000
Local Family Match	\$100,000
Local Contributions	\$138,365
North Wasco County PUD	\$10,000
Collins Foundation	\$100,000
MCMC Foundation	\$10,000
Autzen Foundation	\$5,000
UR Grant	\$53,368
Library from Assets <\$5,000	\$53,368
Foundation Grant Match	\$50,000
Revenue Total	\$1,011,133

EXPENSES

Expense- Fund Raising

* Capital Campaign Expenses \$10,000

Sub-Total \$10,000

Expense-Design

FFA Design Study \$16,649

FFA 30% Design \$44,721

GeoDesigns \$6,000

FFA 95% C.D. \$64,831

FFA VE Redesign \$15,980

Sub-Total \$148,181

Expense-Construction

^ FFA Construction Administration \$27,420

FFA Two Additional Site Visits \$1,450

Direct Construction Cost - VE \$779,214

Sub-Total \$808,084

Expense-Contengency

Construction and Administration
Contengency \$44,868

Sub-Total \$44,868

Expense Total **\$1,011,133**

Juan Young donation to be requested post construction \$10,000

*A portion of this expense was paid for by Friends of The Library

^Original Construction Management proposal called for only 4 site visits. That has been increased to 6.



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

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

AGENDA STAFF REPORT CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2014	Contract Review Board 11, C	

TO: Mayor and City Council

FROM: Daniel Hunter, Project Coordinator

DATE: September 30, 2015

ISSUE: Amend Contract with FFA Architecture and Interiors for Completion of Construction and Bid Documents for The Dalles/Wasco County Children's Wing Addition

BACKGROUND: The Dalles/Wasco County Library Foundation has been pursuing a children's wing addition to the Library. As the fiscal agent for the Library, the City has been handling all the financial and contractual aspects of the project, as well as providing staff support. The Foundation has concentrated on raising the funds necessary for the project. The Foundation provided the funds for the 30% design and Construction Documents for the proposed addition. As the result of the Value Engineering process, the building plans will need to be modified to accommodate the changes agreed upon by the Foundation and Constructor.

The Foundation has now completed the fundraising to the point they would like to proceed with the final architectural design, and preparation of the construction and bid documents for the project.

FFA has proposed a fee of \$15,980 to complete the needed changes to the Library Addition plans. The deliverables to The City include two full-size sets of structural plans and two sets of technical specification. These are required for Mid-Columbia Building Codes to process the permits. In addition, The City will receive digital form structural plan and technical specifications (11x17 format).

BUDGET IMPLICATIONS: The Foundation has sufficient funds to pay for the cost of this work. We will need to amend the Library budget to allow for receipt and expenditure of these funds.

COUNCIL ALTERNATIVES:

1. Staff Recommendation: *Authorize the City Manager to sign an amendment to the 95% Construction and Bid Document Contract with FFA Architecture for the revised design plan and a cost not to exceed \$15,980.*
2. Delay award of the contract to allow for further review.



AGENDA STAFF REPORT CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2015	Contract Review Board 11, D	

TO: Mayor and City Council

FROM: Daniel Hunter, Project Coordinator

DATE: September 30, 2015

ISSUE: Award of Contract with FFA Architecture and Interiors for Construction Management of the Library Expansion.

BACKGROUND: The Dalles-Wasco County Library Foundation has been pursuing a children's wing addition to the Library. As the fiscal agent for the Library the City has been handling all the financial and contractual aspects of the project, as well as providing staff support. The Foundation has concentrated on raising the funds necessary for the project. The Foundation provided the funds for the 30% design and 95% Construction & Bid Documents. The Foundation would like to proceed with the construction.

FFA has proposed a fee of \$28,870 for the construction management. This was increased by \$1,450 from 27,420 due to the addition on two more site visits (6 total). This was at the request of the Library Foundation and concurrence of City staff.

BUDGET IMPLICATIONS: The Library Foundation has secured donations and grants totaling \$945,765 for the entire project. The construction cost has been value engineered to \$779,214. We are budgeting for an addition \$44,868 in contingency. The Library Foundation continues to pursue donations and grants for the project, including a request from the Urban Renewal Agency. A copy of the project budget is attached.

COUNCIL ALTERNATIVES:

1. Award a contract to FFA Architecture and Interiors for construction management of the The Dalles/Wasco County Library for the amount not to exceed \$28,870.
2. Delay award of the contract to allow for further review.

The Dalles-Wasco County Library Children's Addition Budget

REVENUE

16-Sep-15

Source	Amount
Toyota Match	\$2,500
TD-WC Library Foundation	\$12,600
Ford Family Foundation TAG	\$5,000
Union Pacific	\$25,000
Morey Fund of OCF	\$932
Meyer Memorial Trust	\$250,000
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MCMC Foundation	\$10,000
Autzen Foundation	\$5,000
UR Grant	\$53,368
Library from Assets <\$5,000	\$53,368
Foundation Grant Match	\$50,000

Revenue Total

\$1,011,133

EXPENSES

Expense- Fund Raising		
	* Capital Campaign Expenses	\$10,000
Sub-Total		\$10,000
Expense-Design		
	FFA Design Study	\$16,649
	FFA 30% Design	\$44,721
	GeoDesigns	\$6,000
	FFA 95% C.D.	\$64,831
	FFA VE Redesign	\$15,980
Sub-Total		\$148,181
Expense-Construction		
	^ FFA Construction Administration	\$27,420
	FFA Two Additional Site Visits	\$1,450
	Direct Construction Cost - VE	\$779,214
Sub-Total		\$808,084
Expense-Contengency		
	Construction and Administration Contengency	\$44,868
Sub-Total		\$44,868
Expense Total		\$1,011,133

Juan Young donation to be requested post construction \$10,000

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^Original Construction Management proposal called for only 4 site visits. That has been increased to 6.



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AGENDA STAFF REPORT CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2015	Contract Review Board 11, E	

TO: Honorable Mayor and City Council
THRU: Julie Krueger, Interim City Manager
FROM: Kate Mast, Finance Director
DATE: September 30, 2015

ISSUE: October 12, 2015 Council Agenda Action Item regarding Proposed Agreement for Software as a Service (SaaS) to Replace City Software Systems.

BACKGROUND: The City Council, at their regular meeting on September 28, 2015, discussed the Software Systems Project and directed staff to bring back for Council's review both an agreement for those services and budget changes to provide funding for the project.

These budget changes have been included in the proposed Supplemental Budget and Budget Amendments action items that are on the agenda for the October 12 Council meeting, and a separate staff report has been provided.

We are continuing negotiations with our finalist, but we have not yet come to full agreement, so we do not have a document for this agenda packet at this time. If we are able to come to an agreement within the next few days, we will send that out to you for review prior to the October 12 Council meeting. If we cannot get this done soon, we will ask at the Council meeting to have that Action Item postponed until the next Council meeting on October 26, 2015.



AGENDA STAFF REPORT

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2015	Action Items 12, A	

TO: Honorable Mayor and City Council

FROM: Richard Gassman, Planning Director

DATE: October 12, 2015

ISSUE: Amendments to the Land Use and Development Ordinance.

RELATED CITY COUNCIL GOAL: N/A

PREVIOUS AGENDA REPORT NUMBERS: 15-056

BACKGROUND: Periodically the City proposes a group of amendments to the Land Use and Development Ordinance (LUDO). The current group of proposed amendments was reviewed by the Planning Commission at a work session, suggested modifications were made, a public hearing was held by the Planning Commission on July 2, 2015, and recommendations were forwarded to the City Council. The Council held a public hearing on July 13, 2015, made modifications, and directed staff to prepare an ordinance.

PROCEDURE: This is an action item to review and approve the ordinance that has been prepared, reflecting the Council's direction to staff.

NOTIFICATION: The Ordinance has been posted and may be read by title only.

BUDGET IMPLICATIONS: Adoption of these recommendations would have no effect on the budget.

COMMENTS: Attached to this staff report is the Ordinance. The ~~lined-out~~ words signify a proposed deletion, and **bold** signifies proposed new language. In addition, there is attached a red line version of the LUDO sections that would be modified, showing how they would read if the Ordinance is adopted.

RECOMMENDATION: Staff recommends that the City Council adopt the amendments.

1. If the Council decides to approve Ordinance #15-1341 as shown, an appropriate motion would be: *Move to approve Ordinance #15-1341 by title only.*
2. If the Council decides to amend the Ordinance, an appropriate motion would be: Move to amend Ordinance #15-1341, then state the amendment(s) desired. If one or more amendments are approved, then a second motion would be: Move to approve Ordinance #15-1341, as amended, by title only.
3. If the Council decides not to approve the Ordinance, an appropriate motion would be: Move to not approve Ordinance #15-1341, and state the reasons for not approving them.

GENERAL ORDINANCE NO. 15-1341

**AN ORDINANCE AMENDING VARIOUS PROVISIONS OF
GENERAL ORDINANCE NO. 98-1222, AS AMENDED**

WHEREAS, the City has proposed a series of amendments to its Land Use and Development Ordinance (LUDO); and

WHEREAS, the Planning Commission has held a work session to discuss these amendments; and

WHEREAS, the Planning Commission held a public hearing on July 2 to review a staff report; and

WHEREAS, on July 2, after discussion, the Planning Commission recommended to the City Council a series of amendments to the LUDO; and

WHEREAS, on July 13, the City Council held a public hearing, reviewed a staff report and accepted public testimony; and

WHEREAS, on July 13, the City Council approved a series of amendments to the LUDO, and directed staff to prepare an Ordinance;

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

Section 1. All numerical references in the Ordinance refer to sections of the LUDO.

Section 2. Amend section 2.030 by adding to the definition of Residential Care Facility a sentence at the end of the current definition as follows: **“A facility with over 15 patients does not qualify as a residential care facility.”**

Section 3. Amend 5.010.050 by adding a sentence at end of building orientation as follows: **“Front building orientation cannot be modified from its original design to meet this criteria.”**

Section 4. Amend section 5.020.050 by adding a sentence at the end of the section on building orientation as follows: **“Front building orientation cannot be modified from its original design to meet this criteria.”**

Section 5. Amend section 5.030.040 by adding a sentence at the end of the section on building orientation as follows: **“Front building orientation cannot be modified from its original design to meet this criteria.”**

Section 6. Amend section 5.010.060 A. 4 by adding the word **“front”** before “porch”.

Section 7. Amend section 5.020.060 A. 4 by adding the word **“front”** before “porch.”

Section 8. Amend section 5.010.060 A.5 by adding the word “**front**” between the words “recessed” and “entries”.

Section 9. Amend section 5.020.060 A. 5 by adding the word “**front**” between the words “recessed” and “entries”.

Section 10. Amend section 5.020.050 to have the language of side yard setbacks read as follows:

Side Yard (interior)	5 ft. minimum
Single Family Detached	8 ft. on one side of a dwelling with
Corner Duplex	zero setback on the opposite side, if either
	similar setbacks on adjacent property, or at least
	10 ft separation of buildings.
Attached Row House	8 ft. minimum for end units; zero setback where
	common walls exist.

Section 11. Amend section 5.030.040 to have the language of side yard setbacks read as follows:

Side Yard (interior)	5 ft. minimum
Single Family Detached	8 ft. on one side of a dwelling with
Corner Duplex	zero setback on the opposite side, if either
	similar setbacks on adjacent property, or at least
	10 ft separation of buildings.
Attached Row House	8 ft. minimum for end units; zero setback where
	common walls exist.

Section 12. Amend section 5.020.060 F by changing the required minimum distance between buildings on the same lot to **10** feet.

Section 13. Amend section 5.030.060 E F by changing the required minimum distance between buildings on the same lot to **10** feet

Section 14. Amend section 5.030.040 by adding the following language, and renumbering existing sections 5.030.040 to 5.030.070:

5.030.040 Neighborhood Compatibility

To insure maximum compatibility with the surrounding established neighborhood, all new buildings and structures proposed in established neighborhoods in the RM-Medium Density Residential District shall comply with the provisions of Section 3.040: Neighborhood Compatibility Review. Where applicable, the Neighborhood Compatibility Standards shall take the place of the Development and Design Standards, including Exceptions, of this Section.

To determine if Neighborhood Compatibility Review is required, see the definitions of “Neighborhood Area” and “Established Neighborhood” in Section 3.040: Neighborhood Compatibility Review.

Section 15. Amend section 5.050 by adding a new section as follows: **5.050.090 “Prohibited Uses. No outside storage is allowed in the Central Business Commercial District.”**

Section 16. Amend section 6.010.050 E 3 by changing the height from 6 feet to 4 feet.

Section 17. Amend section 6.020.040 A by changing the heading from “Residence” to “Property”.

Section 18. Amend section 6.020.040 A.2 by changing the language from “conducted at home” to “conducted on the property”.

Section 19. Amend section 6.030.020. D. by amending the first sentence to read as follows: **“The height of accessory structures shall not exceed 80% of the primary structure’s height, or 18 feet, whichever is higher.”**, and deleting the second sentence, ~~Notwithstanding the prior sentence, accessory structures up to 14 feet in height are allowed in all zones.~~

Section 20. Amend section 6.030.030 Accessory Dwellings, by adding a provision as follows: **“M. Recording. Prior to final approval of an accessory dwelling, the owner shall record an instrument prepared by the City that identifies the property as having an accessory dwelling and lists the restrictions contained in the LUDO. A copy of the recorded instrument shall be provided to the City.”**

Section 21. Amend section 6.060.040 by adding language to the general section as follows: **“Drive approaches installed in the public right of way shall be constructed of concrete, in accordance with City Public Works Department Standards. Driveways on private property shall meet the requirements set out in paragraphs B or C.”**

Section 22. Amend section 6.060.040 A. by deleting the first sentence. ~~Driveway connections to City streets shall be constructed of concrete in accordance with City Public Works Department Standards.~~

Section 23. Amend section 6.160.020 C. by adding a new paragraph C to read as follows: **“C. Use of Recreational Vehicle for Sleeping or Household Purposes. A recreational vehicle may be used for recreational or sleeping purposes only under the following circumstances:**

1. On the premises of a private residence and with the consent of the owner(s) of the property, provided that such use by any number of vehicles is limited to not more than seven (7) days in any ninety (90) day period.

2. With the consent of the property owner, and the consent of the property owners of the properties which are immediately adjacent to the property upon which the recreational vehicle would be parked, the City Manager may approve a special temporary use permit for recreational vehicle use of up to ninety (90) days duration in order to alleviate a temporary housing hardship which cannot otherwise be satisfied within a recreational vehicle park. Such approval shall be subject to any conditions which the City Manager

deems appropriate to maintain public safety and community aesthetics. In addition, any such permit may be revoked by action of the City Council.

3. It is unlawful for any person to discharge wastewater from a recreational vehicle to a storm sewer, sanitary sewer, street, or upon private property except at an approved holding facility or dump station.

4. No utility connections shall be made across a public right-of-way to a recreational vehicle.

Section 24. Amend section 8.050.040. B and C. by changing the words ~~A1 or A2~~ to **Zone 2 of the February 2011 Geohazard Study.**

Section 26. Amend section 10.040 A. 1 by changing the language from ~~“shall be separated from curbs by a planting area that provides at least five feet of separation”~~ to **“may be separated from curbs by a planting area that provides at least five feet of separation”.**

PASSED AND ADOPTED THIS 12TH DAY OF OCTOBER, 2015

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

AND APPROVED BY THE MAYOR THIS 12TH DAY OF OCTOBER, 2015

SIGNED:

Stephen E. Lawrence, Mayor

ATTEST:

Julie Krueger, MMC, City Clerk

Recycling Center - A place of business engaged in the receiving of waste materials, such as, but not limited to glass, cans, paper, and plastics, and the temporary storage of such waste materials until they are removed to another site for processing.

Replat, Major - The reconfiguring of lots in a recorded subdivision plat that results in either the creation of 4 or more additional lots or deletion of 4 or more lots.

Replat, Minor - The reconfiguring of a portion of the lots in a recorded subdivision or partition plat that results in 3 or fewer lots being created or deleted within a 12 month period.

Reserve Strip - A narrow strip of land overlaying a dedicated street reserved to the City for control of access until such time as additional right-of-way is accepted by the City for continuation or widening of the street.

Residential Care Facility - A residential care, treatment or training facility duly licensed by the State of Oregon which provides residential care alone or in conjunction with treatment or training for 6 to 15 individuals who need not be related. Staff persons required to meet State Licensing requirements shall not be counted in the number of facility residents and need not be related to each other or the residents. A facility with over 15 patients does not qualify as a residential care facility.

Residential Care Home - A residential treatment or training home, or an adult foster home duly licensed by the State of Oregon which provides residential care alone or in conjunction with treatment or training for 5 or fewer individuals who need not be related. Staff persons required to meet State Licensing requirements shall not be counted in the number of facility residents and need not be related to each other or the residents.

Residential Trailer - A structure constructed for movement on the public highways that has sleeping, cooking, and plumbing facilities, that is intended for human occupancy, that is used for residential purposes, and that was constructed prior to January 1, 1962.

Right-of-Way - A public way dedicated for vehicular, bicycle or pedestrian use.

Setback - The minimum allowable horizontal distance from a given point or line of reference, which for purposes of this Ordinance shall be the property line unless otherwise excepted, to the nearest vertical wall of a building or structure, fence, or other elements as defined by this Ordinance.

Sign - Any device or medium affixed to property (including its structure, lighting, materials, and component parts) which by reason of its form, color, wording, symbol, design, and illumination visually communicates, identifies, advertises, informs, announces, or attracts attention to the subject thereof.

5.010.050 Development Standards

RL Low Density Residential	Standard
Lot Size Single Family Detached Corner Duplex Small Lot Single Family Attached Row House Lot Width Lot Width – Corner Duplex Lot Depth	5,000 sq. ft. minimum 4,500 sq. ft. per dwelling unit 4,000 sq. ft. minimum with density transfer 3,200 sq. ft. minimum with density transfer 50 ft. minimum 35 ft. minimum per dwelling, each unit shall front on a separate sheet 65 ft. minimum average
Setback Front Yard Rear Yard Side Yard (interior) Single Family Detached Corner Duplex Small Lot Single Family Attached Row House Side Yard (corner lot) Garage/Carport Entrances (facing streets)	15 ft. 10 ft. 5 ft. minimum 8 ft. minimum on one side of a dwelling unit with a zero setback on the opposite side, <u>if either similar setbacks on adjacent property, or at least 10 ft. separation of buildings.</u> <u>Setback (0 ft.) on the opposite side</u> <u>5 ft. minimum 8 ft. minimum for end units; zero setback where common walls exist.</u> 8 ft. minimum for end units; zero setback (0 ft.) where common walls exist 10 ft. minimum on street side 20 ft. minimum (corner lots and interior lots)
Building Height	32 ft. maximum
Lot Coverage	60% of Lot Area maximum
Building Orientation	The front building line shall be parallel to the street or private accessway. Orientation on private accessway is allowed only if there is no street frontage. Practical adjustments may be made to accommodate street curvature. The front building line shall include the front door. <u>Front building orientation cannot be modified from its original design to meet this criteria.</u>
Off Street Parking	See Chapter 7 - Parking Standards
Accessory Uses, Buildings and Structures	See Section 6.030: Accessory Development

Landscaping	<i>See Section 6.010: Landscaping Standards</i>
Minimum Density*	Not more than 10,000 net buildable sq. ft. per dwelling unit.

*This standard is applicable to new subdivisions and planned developments, but does not apply to infill development approved through the minor partition process. Compliance with this standard is measured by determining the buildable square footage on a proposed development site (exclusive of areas to be dedicated for public rights-of-way, constrained by slopes of 25% or greater, wetlands, riparian corridors and floodplain), then dividing by minimum density square footage standard, and rounding down. For example, an RL site with five buildable acres would be required to provide at least 21 dwelling units (217,800) buildable sq. ft./10,000 sq. ft. = 21.78, rounded down to 21).

5.010.060 Design Standards

- A. All Residential Development. All 1 and 2 family dwelling units located on a single tax lot shall utilize 6 or more of the following design features to provide visual relief along the front of the residence(s):
1. Attached garage or carport (1 per dwelling).
 2. Roof pitch greater than 3/12 (a nominal slope of 3 feet in height for every 12 feet in width).
 3. Commercially available siding.
 4. Covered front porch entries.
 5. Recessed front entries.
 6. Eaves, minimum 12" projection.
 7. Bay or bow windows.
 8. Exterior window sills.
 9. Gables in addition to the primary roof pitch.
 10. Other features subject to the approval of the Director.

5.020.050 Development Standards

RH High Density Residential	Standard			
	One Dwelling Unit per Lot	Two Dwelling Units per Lot	Three Dwelling Units per Lot	Four or More Dwelling Units per Lot
Minimum Lot Area	3,500 sq. ft., 2,800 sq. ft. for small lot and townhouse clusters (3-8 Units)	5,000 sq. ft.	8,000 sq. ft.	10,000 sq. ft.
Minimum Site Area per Dwelling Unit	2,800 sq. ft. to 3,500 sq. ft.	2,500 sq. ft.	2,500 sq. ft.	1,500 sq. ft.
Minimum Lot Width	35 ft. OR 25 ft. for small lot and townhouse clusters (2-8 Units)	50 ft.	75 ft.	75 ft.
Minimum Lot Depth	65 ft.	65 ft.	85 ft.	85 ft.
Building Height ¹	32 ft. maximum	35 ft. maximum	40 ft. maximum	40 ft. maximum
Minimum Setbacks Front Yard Rear Yard Side Yards(<u>interior</u>) <u>Single Family Detached</u> <u>Corner Duplex</u> <u>Attached Row House</u> Garage/Carport Entrances (Facing Street)	<p>15 ft. 10 ft.</p> <p><u>The following shall apply: 5 ft. minimum</u></p> <p><u>—1. Interior Lots: 5 ft. 8 ft. on one side of a dwelling with zero setback on the opposite side, if either similar setbacks or adjacent property, or at least 10 ft. separation of buildings.</u></p> <p><u>—2. Exterior Lots: 10 ft. 8 ft. minimum for end units; zero Setback where common walls exist.</u></p> <p><u>—3. 0 ft. where zero lot lines allowed</u></p> <p>20 ft. minimum (corner lots and interior lots)</p>			
Lot Coverage	60% of Lot Area maximum			

¹ Buildings greater than 35 feet in height are allowed only on lots that are located at least 100 feet from land zoned RL - Low Density Residential.

5.020.050 Development Standards (Continued)

RH High Density Residential	Standard			
	One Dwelling Unit per Lot	Two Dwelling Units per Lot	Three Dwelling Units per Lot	Four or More Dwelling Units per Lot
Building Orientation	The front building line shall be parallel to the street or private accessway. Orientation on private access way is allowed only if there is no street frontage. Practical adjustments may be made to accommodate street curvature. The front building line shall include the front door. <u>Front building orientation cannot be modified from its original design to meet this criteria.</u>			
Pedestrian Access	All multi-family building entrances shall have a clear pedestrian connection to the street/sidewalk in accordance with <i>Sub-section 5.020.060(C): Pedestrian Walkways</i>			
Off Street Parking (Bicycles and Vehicles)	<i>See Chapter 7 - Parking Standards</i>			
Accessory Uses, Buildings and Structures	<i>See Section 6.030: Accessory Development</i>			
Landscaping	<i>See Section 6.010: Landscaping Standards</i>			
Access Management	<i>See Section 6.050: Access Management</i>			
Minimum Density*	Not more than 4,000 net buildable sq. ft. per dwelling unit.			

*Measured by determining the net buildable square footage on a proposed development site (exclusive of areas to be dedicated for public rights-of-way, constrained by slopes of 25% or greater, wetlands, riparian corridors and floodplain), then dividing by minimum density square footage standard, and rounding down. For example, an RH site with one buildable acre would be required to provide at least 10 dwelling units (43,560 buildable sq. ft./4,000 sq. ft. = 10.89, rounded down to 10).

5.020.060 Design Standards

- A. Single Family and Two-Family Development. All 1 and 2 family dwelling units located on a single tax lot shall utilize 6 or more of the

following design features to provide visual relief along the front of the residence(s):

1. Attached garage or carport (1 per dwelling).
 2. Roof pitch greater than 3/12 (a nominal slope of 3 feet in height for every 12 feet in width).
 3. Commercially available siding.
 4. Covered front porch entries.
 5. Recessed front entries.
 6. Eaves, minimum 12" projection.
 7. Bay or bow windows.
 8. Exterior window sills.
 9. Gables in addition to the primary roof pitch.
 10. Other features subject to the approval of the Director.
- B. Manufactured Dwellings. In addition to the above requirements for 1 and 2 family development, manufactured dwellings located on individual lots are subject to all of the provisions of *Section 6.120: Manufactured Dwellings*. Where a design feature from *Subsection (A)* above is the same as a requirement from *Section 6.120: Manufactured Dwellings*, the overlapping requirements may count as one, and satisfy the requirements of both Sections.
- C. Exterior Elevations, All Development Except 1 and 2 Family. Exterior elevations of buildings shall incorporate architectural design features such as architectural features, offsets, balconies, base/wall/cornice design, projections, windows, entries, bays, seating, porches, wall articulation, or similar elements to preclude large expanses of uninterrupted building surfaces.
1. Horizontal. At least 3 design features shall be incorporated along the horizontal face (side to side) of the structure at a minimum of every 40 feet.
 2. Vertical. At least 2 architectural design features shall be incorporated along the vertical face (top to bottom).

2. Vertical. At least 2 architectural design features shall be incorporated along the vertical face (top to bottom).
- D. Entries. Upper story residential uses are encouraged to have shared or individual entries on the first level only. Stairways to upper floors shall be adequately lighted, protected from wind, rain, sun and snow, and not openly visible from the street.
- E. Pedestrian Walkways. Each multi-family development shall include pedestrian walkway(s) designed to connect buildings and other accessible site facilities clearly and directly to adjacent public street/sidewalk(s). Walkways shall meet City standards for sidewalk construction, and be the shortest practical distance between the main entry(ies) and the public right-of-ways. If adjacent to parking where vehicles overhang the walkway, then the walkway shall be to the City standard plus 2 ½ feet in width for each side vehicles overhang. Walkways shall be distinguished from internal driveways and accessways using at-grade distinctive paving materials or other appropriate surfaces which contrast visually with adjoining surfaces. Walkways, including driveway and accessway crossings, shall be constructed and maintained for pedestrian safety, and shall meet the requirements of the Oregon Americans With Disabilities Act, the State of Oregon Structural Specialty Code, and the Oregon Revised Statutes.
- F. Multiple Buildings on One Lot: Separation Between Buildings, Parking Areas, Walks, and Drives. To provide privacy, light, air, and access to the dwellings within the development, the following minimum standards shall apply:
1. Buildings with windowed walls facing buildings with windowed walls: ~~20~~ 10 feet separation.
 2. Buildings with windowed walls facing buildings with a blank wall: 15 feet separation.
 3. Buildings with opposing blank walls: 10 feet separation.
 4. Building separation shall also apply to building projections such as balconies, bay windows, and room projections.
 5. Buildings with courtyards shall maintain separation of opposing walls as listed in subsections (1) through (4) above for walls in separate buildings.

5.030.040 Development Standards

RM Medium Density Residential	Standard			
	One Dwelling Unit per Lot	Two Dwelling Units per Lot	Three Dwelling Units per Lot	Four or More Dwelling Units per Lot
Minimum Lot Area	4,000 sq. ft., 3,500 sq. ft. for small lot and townhouse clusters (3-5 units)	6,000 sq. ft.	8,000 sq. ft.	10,000 sq. ft.
Minimum Site Area per Dwelling Unit	4,000 sq. ft.	2,500 sq. ft.	2,500 sq. ft.	2,000 sq. ft.
Minimum Lot Width	40 ft., or 35 ft. each for small lot and townhouse clusters (3-5 units)	50 ft.	80 ft.	80 ft.
Minimum Lot Depth	65 ft.	65 ft.	85 ft.	100 ft.
Building Height ⁵	32 ft. maximum	35 ft. maximum	40 ft. maximum	40 ft. maximum
Minimum Setbacks Front Yard Rear Yard Side Yards(<u>interior</u>) <u>Single Family Detached</u> <u>Corner Duplex</u> <u>Attached Row House</u> Garage/Carport Entrances (Facing Street)	<p>10 <u>15</u> ft.</p> <p>10 ft.</p> <p><u>The following shall apply: 5 ft. minimum</u></p> <p><u>1. Interior Lots: 5 ft. 8 ft. on one side of a dwelling with zero setback on the opposite side, if either similar setbacks on adjacent property, or at least 10 ft. separation of buildings.</u></p> <p><u>2. Exterior Lots: 10 ft.</u></p> <p><u>3. 0 ft. where zero lot lines allowed 8 ft. minimum for end units; zero setback where common walls exist.</u></p> <p>20 ft. minimum (corner lots and interior lots)</p>			
Lot Coverage	60% of Lot Area			

(Continued next page)

⁵ Buildings greater than 35 feet in height are allowed only on lots that are located at least 100 feet from land zoned RL - Low Density Residential.

5.030.040 Development Standards (Continued)

RM Medium Density Residential	Standard			
	One Dwelling Unit per Lot	Two Dwelling Units per Lot	Three Dwelling Units per Lot	Four or More Dwelling Units per Lot
Building Orientation	The front building line shall be parallel to the street or private accessway. Orientation on private access way is allowed only if there is no street frontage. Practical adjustments may be made to accommodate street curvature. The front building line shall include the front door. <u>Front building orientation cannot be modified from its original design to meet this criteria.</u>			
Pedestrian Access	All multi-family building entrances shall have a clear pedestrian connection to the street/sidewalk in accordance with <i>Subsection 5.030.050(D): Pedestrian Walkways</i>			
Off Street Parking (Bicycles and Vehicles)	See <i>Chapter 7 - Parking Requirements</i>			
Accessory Uses, Buildings and Structures	See <i>Section 6.030: Accessory Development</i>			
Landscaping	See <i>Section 6.010: Landscaping Standards</i>			
Access Management	See <i>Section 6.050: Access Management</i>			
Minimum Density*	Not more than 6,000 net buildable sq. ft. per dwelling unit.			

*Measured by determining the net buildable square footage on a proposed development site (exclusive of areas to be dedicated for public rights-of-way, constrained by slopes of 25% or greater, wetlands, riparian corridors and floodplain), then dividing by minimum density square footage standard, and rounding down. For example, an RM site with two buildable acres would be required to provide at least 14 dwelling units (87,120 buildable sq. ft./6,000 sq. ft. = 14.52, rounded down to 14).

5.030.050 Design Standards

These design standards do not apply to Manufactured Dwelling Parks and Recreational Vehicle Parks, which are instead subject to the provisions of *Chapter 11 - Manufactured Dwelling Parks* and *Chapter 12 - Recreational Vehicle Parks*. All other development shall be subject to the following:

5.030.040 Neighborhood Compatibility

To insure maximum compatibility with the surrounding established neighborhood, all new buildings and structures proposed in established neighborhoods in the RL - Low Density Residential District shall comply with the provisions of Section 3.040: Neighborhood Compatibility Review. Where applicable, the Neighborhood Compatibility Standards shall take the place of the Development and Design Standards, including Exceptions, of this Section.

To determine if Neighborhood Compatibility Review is required, see the definitions of "Neighborhood Area" and "Established Neighborhood" in Section 3.040: Neighborhood Compatibility Review.

5.030.050 Design Standards

These design standards do not apply to Manufactured Dwelling Parks and Recreational Vehicle Parks, which are instead subject to the provisions of *Chapter 11 - Manufactured Dwelling Parks* and *Chapter 12 - Recreational Vehicle Parks*. All other development shall be subject to the following:

- A. Manufactured Dwellings. Manufactured dwellings located on individual lots are subject to all of the provisions of *Section 6.120: Manufactured Dwellings*.
- B. Exterior Elevations, All Development Except 1 and 2 Family. Exterior elevations of buildings shall incorporate architectural design features, offsets, balconies, projections, windows, base/wall/cornice design, entries, bays, seating, porches, wall articulation, or similar elements to preclude large expanses of uninterrupted building surfaces.
 - 1. Horizontal. At least 2 architectural design features shall be incorporated along the horizontal face (side to side).
 - 2. Vertical. At least 2 architectural design features shall be incorporated along the vertical face (top to bottom).
- C. Entries. Upper story residential uses are encouraged to have shared or individual entries on the first level only. Stairways to upper floors shall be adequately lighted, protected from wind, rain, sun and snow, and not openly visible from the street.
- D. Pedestrian Walkways. Each multi-family development shall include pedestrian walkway(s) designed to connect buildings and other accessible site facilities clearly and directly to adjacent public street/sidewalk(s). Walkways shall meet City standards for sidewalk

construction, and be the shortest practical distance between the main entry(ies) and the public right-of-ways. If adjacent to parking where vehicles overhang the walkway, then the walkway shall be to the City standard plus 2 ½ feet in width for each side vehicles overhang. Walkways shall be distinguished from internal driveways and accessways using at-grade distinctive paving materials or other appropriate surfaces which contrast visually with adjoining surfaces. Walkways, including driveway and accessway crossings, shall be constructed and maintained for pedestrian safety, and shall meet the requirements of the Oregon Americans With Disabilities Act, the State of Oregon Structural Specialty Code, and the Oregon Revised Statutes.

- E. Multiple Buildings on One Lot: Separation Between Buildings, Parking Areas, Walks, and Drives. To provide privacy, light, air, and access to the dwellings within the development, the following minimum standards shall apply:
1. Buildings with windowed walls facing buildings with windowed walls: ~~20~~ 10 feet separation.
 2. Buildings with windowed walls facing buildings with a blank wall: 15 feet separation.
 3. Buildings with opposing blank walls: 10 feet separation.
 4. Building separation shall also apply to building projections such as balconies, bay windows, and room projections.
 5. Buildings with courtyards shall maintain separation of opposing walls as listed in subsections (1) through (4) above for walls in separate buildings.
 6. Where buildings exceed a horizontal dimension of 60 feet or a vertical dimension of 30 feet, the minimum wall separation shall be increased. Wall separation shall be increased at a rate of 1 foot for each 15 feet of building length over 60 feet, and 2 feet for each 10 feet of building height over 30 feet.
 7. Driveways, parking lots, and common or public walkways shall maintain the following separation for dwelling units within 8 feet of the ground level:
 - a) Driveways and parking lots shall be separated from windowed walls by at least 8 feet; walkways running

limit is the higher of 23 feet above the average grade of the street or the designated height limit. In addition, the alternative height and setback standards of subsection (3) below may be applied.

2. Uphill Slope from Street. On lots that slope uphill from the street with an average slope of 20% or greater, the alternative height and setback standards of subsection (3) below may be applied.
3. Height Limit in Reduced Setback Area. The height limit in the area of the reduced setback is lowered one foot for every foot of reduced setback.

5.050.090 Prohibited Uses

No outside storage is allowed in the Central Business Commercial District.

case, the landscape buffer shall have an average height of 50% of the height of the fence within 1 year of planting. (See *Section 6.010.040: Buffering* above.)

- E. Height. The height of hedges, fences, walls, and berms shall be measured as provided for in Section 6.070.050(B), except where used to comply with screening requirements for parking, loading, storage, and similar areas. Hedges, fences, walls, and berms must comply with vision clearance requirements of Section 6.010.030 K. Height requirements for hedges, fences, and walls are as follows:
1. Residential Areas.
 - a) Hedges, fences, and walls shall not exceed 4 feet in height within a required front yard or in an exterior side yard within a 10 foot triangle adjacent to an alley or driveway.
 - b) Hedges, fences, and walls shall not exceed 6 feet in height within required side and rear yards, unless additional height is determined by the Director to be necessary for privacy screening from an adjacent use. In no case shall a fence or wall exceed 8 feet in height in a required side or rear yard.
 - c) Hedges, fences and walls not located in required yards may exceed the height standards listed above.
 2. Commercial and Industrial Areas. Barbed wire may be allowed above the fence or wall height requirement.
 3. All Areas. Fences and walls over 6.4 feet in height (not counting any permitted barbed wire) shall require a building permit prior to construction.
- F. Berms. Earthen berms up to 6 feet in height may be used to comply with screening requirements. The slope of the berm may not exceed 2:1, the top of the berm shall be relatively flat, and the faces of the slope shall be planted with ground cover, shrubs, and trees.
- G. Design. Fences and walls over 200 feet in length (of a single run) shall be designed to prevent visual monotony through use of offsets, changes of materials and textures, or landscaping in all zone districts except the I - Industrial district.
- H. Visual Clearance. Screening is not permitted within vision clearance areas, as described in *Section 6.100: Vision Clearance*.

- A. Applications. All applications shall meet the requirements of *Section 3.010: Application Procedures*. The approving authority may require additional site plan and/or vicinity plan information where necessary to adequately review the proposal and/or to determine the location and type of business, and the manner in which it will be conducted.
- B. Review. Applications for Home Businesses may be processed as administrative actions, per the provisions of *Section 3.020.040: Administrative Actions*. At the Director's discretion, or at the request of the Commission, the applicant or a party(ies) of record who address legitimate criteria, the application may be processed as a Conditional Use Permit, per the provisions of *Section 3.050: Conditional Use Permits*.
- C. Permits. The Director shall issue a Home Business Permit when the approving authority finds that the proposed home business complies with the requirements of this Section.

6.020.040 Review Criteria

Home Businesses shall be subject to the following criteria, unless amended, reduced, waived, or added to by the Commission through the Conditional Use review process:

- A. The ~~Residence~~ Property.
 1. The home business must be subordinate to a dwelling's residential use.
 2. The home business, or portion of the home business ~~conducted at home~~ conducted on the property, must be conducted entirely within the dwelling, garage(s), or accessory structure(s) of the person conducting the home business. Incidental loading and unloading is exempt from this requirement.
 3. The home business shall not result in any structural alterations or additions to the dwelling or accessory structure(s) that will change the primary residential use of the property.
 4. There shall be no display, other than the allowed sign and allowed business vehicles, of products or equipment that is visible from outside any buildings or structures.
- B. Storage.

way. If the alley right of way is less than 20 feet in width, detached accessory structures may be located up to 10 feet from the center line of the right of way.

- D. Height. ~~The height of accessory structures shall not exceed the height of the primary structure and shall be limited to 18 feet or 80% of primary structure's allowed height, whichever is greater. Notwithstanding the prior sentence, accessory structures up to 14 feet in height are allowed in all zones.~~ The height of accessory structures shall not exceed 80% of the primary structure's height, or 18 feet, whichever is higher.

6.030.030 Accessory Dwellings

Accessory dwellings are allowed as accessory to permitted single family residential development. In addition to complying with the specific requirements of the zoning district, accessory dwelling units are subject to the following provisions:

- A. Occupancy. The owner of the lot must occupy either the principal residence or the accessory unit unless otherwise exempted by the Director.
- B. Drainage, Sanitary Sewer and Water. Adequate provision shall be made for drainage, water and sewage waste.
- C. City Ordinances. The accessory dwelling unit shall meet all applicable City Ordinances.
- D. Lot Requirements. The lot requirements (width, depth, area, coverage, etc.) on which the principal residence and accessory dwelling unit are located shall be met.
- E. Design Compatibility. The accessory dwelling unit shall be compatible with the primary dwelling unit through the use of similar exterior design and materials, color and roof pitch.
- F. Accessory Unit Size. The accessory dwelling unit's gross floor area shall not exceed 60% of the gross floor area of the primary dwelling unit (exclusive of garage[s] and unfinished basements) up to a maximum floor area of 600 square feet. All areas being used as living space shall be counted toward the maximum allowance of 600 square feet, whether or not those areas were originally built or intended to be used for habitation.

- G. Entrances. The entrance to the accessory dwelling unit shall be oriented to minimize impacts on, and protect the privacy of adjacent properties.
- H. Parking. No off-street parking needs to be provided for the accessory dwelling unit so long as the parking requirement for the primary dwelling unit is met. However, should off-street parking be provided, the parking area shall not be located within any required front or side yard, other than existing and/or approved driveways.
- I. Garage Conversions. A garage may be converted to an accessory dwelling unit provided that the off-street parking requirement for the primary dwelling unit continues to be met.
- J. Accessory Dwellings Allowed per Lot. Only one accessory dwelling unit shall be allowed per lot, or per contiguous lots under one ownership which are developed as one lot.
- K. Addressing. The accessory dwelling shall be legally addressed with the street address of the primary dwelling plus the designation "B".
- L. Accessory dwellings are allowed in duplexes only with a Conditional Use Permit.
- M. Recording. Prior to final approval of an accessory dwelling, the owner shall record an instrument prepared by the City that identifies the property as having an accessory dwelling and lists the restrictions contained in the LUDO. A copy of the recorded instrument shall be provided to the City.

4. Nonconforming Driveways. With approval of the Director, existing nonconforming driveways that cannot practically meet current driveway standards can be approved for a 3 foot wing and reduced minimum width.
- C. One Way Driveways:
1. Long driveways will have appropriate signage designating the driveway is one way.
 2. Residential Lots on Arterial and Collector Streets. Direct access onto arterial and collector streets in residential zones is discouraged. The preferred order of access is as follows:
 - a) Access from a side street or other existing access point;
 - b) A forward in, forward out arrangement including two driveways, regardless of the size of frontage as stated in Paragraph B above;
 - c) All other possibilities, including backing out, subject to approval by the City Engineer.

6.060.030 Grade

- A. At Sidewalk. Driveway and entrance grade at the sidewalk shall not exceed 2%. Where the sidewalk forms part of the entrance apron, the sidewalk shall bump out around the apron to allow for the 2% grade.
- B. Approach Grade. Approach grades for all driveways on arterial or collector streets shall not exceed 5% for the first 20 feet.
- C. Grade Preferred drive grade is 12% or less.

6.060.040 Surfacing

Drive approaches installed in the public right of way shall be constructed of concrete, in accordance with City Public Works Department Standards. Driveways on private property shall meet the requirements set out in paragraphs B or C.

- A. Drive Pads. ~~Driveway connections to City streets shall be constructed of concrete in accordance with City Public Works Department Standards.~~ Runners are generally not acceptable for use as driveway approaches. Pavement may be required for up to the full length of a

6.160.010 Uses Allowed

- A. General. Uses allowed in a zoning district are limited to those listed in the code for that district, or authorized by an interpretation of the Director as provided for in Section 1.090. Uses not listed in a zone, including temporary uses, are not allowed.
- B. Intermodal Cargo Containers. Intermodal Cargo Containers are allowed in the CG-General Commercial District, in the CLI-Commercial/Light Industrial District, in the CR-Commercial Recreational District subject to the following conditions:
1. Each container shall obtain a building permit.
 2. Each container shall be screened per the provisions of section 6.010.050.
 3. Each container shall be painted and maintained in good condition, including being rust free.
- C. Temporary Use. Intermodal Cargo Containers are allowed temporarily in all zones without having to comply with section 6.160.010 B.
- D. Intermodal Cargo Containers are allowed in the I-Industrial District so long as they meet all State of Oregon building permit requirements and are painted and maintained in good condition, including being rust free.

6.160.020 Specific Uses not Allowed

In addition to the provisions of 6.160.010, the following uses are not allowed:

- A. Intermodal cargo containers used as storage units, except as provided for in section 6.160.010.
- B. Christmas tree sales on residential property.
- C. Use of Recreational Vehicle for Sleeping or Household Purposes. A recreational vehicle may be used for recreational or sleeping purposes only under the following circumstances:
- A. On the premises of a private residence and with the consent of the owner(s) of the property, provided that such use by any number of vehicles is limited to not more than seven (7) days in any ninety (90) day period.

B. With the consent of the property owner, and the consent of the property owners of the properties which are immediately adjacent to the property upon which the recreational vehicle would be parked, the City Manager may approve a special temporary use permit for recreational vehicle use of up to ninety (90) days duration in order to alleviate a temporary housing hardship which cannot otherwise be satisfied within a recreational vehicle park. Such approval shall be subject to any conditions which the City Manager deems appropriate to maintain public safety and community aesthetics. In addition, any such permit may be revoked by action of the City Council.

C. It is unlawful for any person to discharge wastewater from a recreational vehicle to a storm sewer, sanitary sewer, street, or upon private property except at an approved holding facility or dump station.

D. No utility connections shall be made across a public right-of-way to a recreational vehicle.

6.160.030 Laydown Yard

1. Purpose. A laydown yard is intended for construction equipment and material only. It is different from a contractor storage yard in that all items are in active use on off-site projects. An off-site laydown yard, in addition to those on or adjacent to a construction site, is allowed in the I-Industrial and CLI-Commercial/Light Industrial zones without obtaining land use approval, so long as criteria 2 through 7 are continually met.
2. A proposed laydown yard shall be associated with one or more specific projects with an approved building permit issued for grading, construction, remodel or demolition, an approved land use decision, or pending application for a building permit or land use decision.
3. A laydown yard is not a substitute for a contractor storage yard. At any time the property owner may convert the laydown yard to a contractor storage yard by obtaining a Site Plan Review decision and completing the conditions of approval. If items are kept on site continuously for more than 8 months, the City may determine that a laydown yard no longer exists.
4. Laydown yards shall be supervised by the property owner who will be responsible for enforcing compliance with these standards.
5. Where curbs exist, the contractor shall be required to provide curb cuts for all egress or ingress areas onto a paved street. To prevent mud or dirt from transferring from vehicles and equipment onto the paved street the contractor shall install pavement or other surface treatment approved by the

- A. Re-vegetation. Any exposed soil shall be revegetated in a manner to reestablish a complete vegetative cover within 1 year of time of planting. If irrigation is not provided, then the exposed soil must be planted with species which can survive without irrigation.
- B. Maintenance. Vegetative cover, rock, dry or conventional masonry, or other permanent cover must be maintained in perpetuity on areas which have been disturbed.
- C. Temporary Erosion Control. During construction, erosion control measures such as straw bales, sediment fences, etc., shall be incorporated into plans to control erosion from the site as needed.
- D. Exception. The above restrictions shall not apply to areas of exposed bedrock which exhibit no erosion potential.
- E. Utility Anchors. Concrete anchors shall be constructed when pipelines are installed at grades of 20% or greater, in accordance with City standards.

8.050.040 Cuts and Fill

All cuts, grading or fills shall be designed in a manner that will be stable for the intended use, conform to the applicable requirements of the most current versions of the Uniform Building Code and the Oregon Structural Specialty Code, and meet the following requirements:

- A. Documentation. Prior to initiating any cut or fill in excess of 10 cubic yards, the applicant shall submit documentation showing the amount and location of each cut or fill.
- B. Permits. Any cuts and/or fills outside of geohazard zones ~~A1 or A2~~ Zone 2 of the February 2011 Geohazard Study greater than 50 cubic yards but less than 250 cubic yards shall require a Physical Constraints Permit with an application with a drawing having a primary focus on erosion control. Any cuts and/or fills in geohazard zones A1 or A2 greater than 50 cubic yards shall require a Physical Constraints Permit, per the provisions of *Section 8.020: Review Procedures*.
- C. 250+ Cubic Yards.
 1. Any cuts and/or fills outside of geohazard zone ~~A1 or A2~~ Zone 2 of the February 2011 Geohazard Study greater than 250 cubic yards but less than 500 cubic yards require a drawing and either

areas shall be installed with street improvements.

- C. Phased Development. Where specific approval for a phasing plan has been granted for a planned development and/or subdivision, improvements may similarly be phased in accordance with that plan.
- D. Annexation. As part of any development, including but not limited to new construction, land division, extension of City services, rezone, or a change of use, of a parcel inside the Urban Growth Boundary but outside the City limits, the City may require annexation or the signing of a consent to annexation and a waiver of the one year limitation on consent to annexation.
- E. Waivers of Remonstrance. Developments of other than single family dwellings may be able to use the provisions of Section 6.110. Waivers of Remonstrance, in lieu of immediate installation of public improvements.

10.040 Pedestrian Requirements

- A. Sidewalks. Sidewalks shall typically be required along both sides of all arterial, collector, and local streets as follows. The approving authority may reduce the sidewalk requirement to one side of the street where significant topographic barriers exist (such as west Scenic Drive), or in other non-residential areas where the developer can demonstrate that sidewalks are not necessary on both sides of the street.
 1. Local. Sidewalks shall be a minimum of 5 feet wide, and ~~shall be separated from curbs by a planting area that provides at least 5 feet of separation~~ may be separated from curbs by a planting area that provides at least five feet of separation between sidewalk and curb.
 2. Collectors. Sidewalks along collector streets shall be a minimum of 5 feet wide and may be required to be separated from curbs by a planting area a minimum of 5 feet wide between the sidewalk and curb.
 3. Arterials. Sidewalks along arterial streets may be required to be separated from curbs by a planted area a minimum of 10 feet wide between the sidewalk and curb, and landscaped with trees and plant materials approved by the City. The sidewalks shall be a minimum of 5 feet wide if separated from the street by a 10 foot planting area; otherwise the sidewalk shall be 10 feet wide.
- B. Connectivity. Safe and convenient pedestrian facilities that strive to minimize travel distance to the greatest extent practicable shall be



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AGENDA STAFF REPORT

CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2015	Action Items 12, B and C	

TO: Honorable Mayor and City Council
THRU: Julie Krueger, Interim City Manager
FROM: Kate Mast, Finance Director
DATE: September 30, 2015

ISSUE: Resolution No. 15-040 Adopting a Supplemental Budget for the Fiscal Year FY2015/2016, Making Appropriations and Authorizing Expenditures from and within Various Funds of the City of The Dalles Adopted Budget;

AND

Resolution No. 15-041 Authorizing Transfers of Funds Between Categories of Various Funds of the City of The Dalles Budget, Making Appropriations and Authorizing Expenditures for the Fiscal Year Ending June 30, 2016.

BACKGROUND: Oregon Budget Law recognizes that after the beginning of the fiscal year, changes in appropriations in the budget sometimes become necessary and so allows for those changes via supplemental budgets and budget amendments. Supplemental budgets add funds to existing budgets, while budget amendments move already budgeted funds between categories of the same fund without adding to the fund's total budget.

A Public Hearing is required for any supplemental budget that changes a fund by more than 10%. The proposed supplemental budget does not exceed the 10% limit in any of the affected funds, so no Public Hearing is required. However, a notice of the Supplemental Budget is required to be published, and that notice is scheduled to be printed in The Dalles Chronicle on Sunday, October 4, 2015.

Several items have been combined into the budget changes in these proposed resolutions:

Library Expansion Project Funding:

The Library Expansion project estimates were developed during the recession, when construction costs were lower than they are today with the economic recovery taking place. This resulted in the bids recently received for the project coming in approximately 38% higher than the estimates. Changes have been made to the project, bringing the need for additional funds down to approximately \$156,736.

The Urban Renewal Advisory Committee, at their meeting on September 29, 2015, recommended to the Agency Board approval of the grant request to the Library in the amount of \$53,368, contingent on the Foundation ability to raise \$50,000 in private donations. As of September 29, the Foundation has raised \$38,000 in additional private donations.

The Urban Renewal Board will be considering a Supplemental Budget on Monday, October 12, 2015, following the City Council meeting that would recognize additional Fund Balance in the amount of \$53,368. It is proposed that those funds be allocated to the “Capital Projects by City” line item, to then be paid to the City’s Library Fund as a contribution towards the Library Expansion Project.

Resolution No. 15-040 under consideration by the City Council is a supplemental budget that would allow the funds from the Urban Renewal Agency to be recognized as revenue and allocated to the Library Expansion project (Capital Outlay Category – Buildings). It will also recognize the additional \$50,000 anticipated to be raised by the Library Foundation to be recognized as revenue and allocated to the Library Expansion project.

Resolution No. 15-041 also under consideration is a budget amendment authorizing \$53,368 to be taken from the Library’s Materials & Services category, Assets Less than \$5,000 line item, and place it in the Capital Outlay Category – Buildings line item for the Library Expansion project.

Please note that the proposed Urban Renewal Supplemental Budget resolution, and the two proposed resolutions under consideration by the City Council are all tied to the goal of providing the needed funding for the Library Expansion project.

DLCD Technical Assistance Grant for Housing Needs Study and a Residential Land Needs Study – Matching Funds:

The City Council, at their meeting on September 28, approved a request from staff to authorize a \$25,000 match for a Department of Land Conservation and Development (DLCD) grant application that must be submitted by September 30, 2015. This grant is for \$60,000, which includes a \$5,000 in-kind match, as well as the \$25,000 match approved by the City Council. The proposed budget amendment Resolution No. 15-041 will move \$25,000 out of the General Fund Contingency and into the City Manager/Economic Development Department Contractual Services line item for use as match for that grant.

SAIF Dividend Funds: The City recently received notice that a SAIF dividend in the amount of \$45,229.00 will soon be received. The City Council, at their meeting on September 28, directed that those funds be allocated to the Safety Supplies/Equip line item (001-0100-410.60-50) in the City Council Department of the General Fund. The proposed Supplemental Budget Resolution No. 15-040 provides for receipt of those funds and allocates that amount as per Council direction.

Software Project: The City Council, at their meeting on September 28, 2015, directed staff to bring the budget changes required to fund the project back to the Council as soon as possible.

The following changes, described in the Staff Report for the Software Systems Discussion presented to the City Council at their meeting on September 28, 2015, are reflected in the proposed supplemental budget Resolution No. 15-040:

- Recognize additional Beginning Fund Balance as revenue in the Street Fund in the amount of \$7,147 and allocate it to ‘Transfers to the General Fund’.
- Recognize additional Beginning Fund Balance as revenue in the Water Utility Fund in the amount of \$32,925 and allocate it to ‘Transfers to the General Fund’.
- Recognize additional Beginning Fund Balance as revenue in the Wastewater Fund in the amount of \$30,608 and allocate it to ‘Transfers to the General Fund’.
- Recognize additional revenue in the General Fund from the Streets, Water and Wastewater Fund transfers and allocate those funds (Total = \$70,680) to the Technology Department Materials & Services category.

The following changes are reflected in the budget amendment Resolution No. 15-041:

- Move \$124,367 out of the General Fund Contingency and into the Technology Department Materials & Services.

BUDGET IMPLICATIONS: The Supplemental Budget Resolution No. 15-040 increases the Library budget by \$103,368, the Street Budget by \$7,147, the Water Utility Fund Budget by \$32,925, the Wastewater Fund budget by \$30,608, and the General Fund Budget by \$115,909. The Budget Amendment Resolution No. 15-041 only transfers existing budget amounts between categories within the same fund, and so does not cause any increase or decrease in the total budget of that fund.

ALTERNATIVES:

- A. ***Staff Recommendation: Move to Adopt Resolution No. 15-040 Adopting a Supplemental Budget for the Fiscal Year FY2015/2016, Making Appropriations and Authorizing Expenditures from and within Various Funds of the City of The Dalles Adopted Budget;***

AND

Move to Adopt Resolution No. 15-041 Authorizing Transfers of Funds Between Categories of Various Funds of the City of The Dalles Budget, Making Appropriations and Authorizing Expenditures for the Fiscal Year Ending June 30, 2016.

- B. Council may choose to modify, add or delete portions of the supplemental budget resolution and/or the budget transfers resolution, and adopt the proposed resolution(s) as amended. The Mayor could then sign the modified resolution(s) when the changes have been made.
- C. Council may choose to modify or add to the supplemental budget resolution and/or the budget transfers resolution, and direct staff to make the changes and bring the resolution(s) back to the next meeting.

RESOLUTION NO. 15-040

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR
FISCAL YEAR 2015/2016, MAKING APPROPRIATIONS AND
AUTHORIZING EXPENDITURES FROM AND WITHIN VARIOUS
FUNDS OF THE CITY OF THE DALLES ADOPTED BUDGET**

WHEREAS, the City's Library Fund (004) will realize \$53,368 as a contribution from the Urban Renewal Agency for the Library Expansion project; and

WHEREAS, the City's Library Fund (004) also expects to receive an additional \$50,000 from the Library Foundation for the Library Expansion project; and

WHEREAS, the City's Street Fund (005) expects to receive a Beginning Fund Balance that exceeds the budget estimate and wishes to allocate \$7,147 of those additional funds to be transferred to the General Fund for costs associated with the Software Systems project, and;

WHEREAS, the City's Water Utility Fund (051) expects to receive a Beginning Fund Balance that exceeds the budget estimate and wishes to allocate \$32,925 of those additional funds to be transferred to the General Fund for costs associated with the Software Systems project, and;

WHEREAS, the City's Wastewater Fund (055) expects to receive a Beginning Fund Balance that exceeds the budget estimate and wishes to allocate \$30,608 of those additional funds to be transferred to the General Fund for costs associated with the Software Systems project, and;

WHEREAS, the City's General Fund (001) expects to receive additional funds from the Streets, Water and Wastewater Funds in the amount of \$70,680, and wishes to allocate those funds to the Technology Department for costs associated with the Software Systems project, and;

WHEREAS, the City's General Fund (001) expects to receive a SAIF dividend in the amount of \$45,299.00, and wishes to allocate those funds to the City Council Department for costs associated with Safety, and;

WHEREAS, a public hearing is not required for any fund in this supplemental budget, as the proposed changes within any single fund do not exceed 10% of that fund's budget; and

WHEREAS, the required public notice for this supplemental budget was published on Sunday, October 4, 2015;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS
FOLLOWS:**

Section 1. The City Council hereby adopts the Supplemental Budget for FY15/16, increasing revenues and making appropriations as follows.

Summary of Supplemental Budget -- Line Item Detail				
Fund	Resource	Amount	Requirement	Amount
Library Fund (004)	Urban Renewal Contribution	53,368	Capital Outlay Category - Buildings	103,368
	Library Foundation	50,000		
	Total New Resources	103,368	Total New Requirements	103,368
	New Total Capital Outlay Category			925,667
	New Total All Fund 004 Resources	3,352,060	New Total All Fund 004 Expenditures	3,352,060
Fund	Resource	Amount	Requirement	Amount
Street Fund (005)	Additional Beginning Fund Balance	7,147	Interfund Transfer Category – to General	7,147
	Total New Resources	7,147	Total New Requirements	7,147
	New Total All Fund 005 Resources	2,277,676	New Total All Fund 005 Expenditures	2,277,676
Fund	Resource	Amount	Requirement	Amount
Water Fund (051)	Additional Beginning Fund Balance	32,925	Interfund Transfer Category – to General	32,925
	Total New Resources	32,925	Total New Requirements	32,925
	New Total All Fund 051 Resources	6,372,094	New Total All Fund 051 Expenditures	6,372,094
Fund	Resource	Amount	Requirement	Amount
Wastewater Fund (055)	Additional Beginning Fund Balance	30,608	Interfund Transfer Category -- to General	30,608
	Total New Resources	30,608	Total New Requirements	30,608
	New Total All Fund 055 Resources	6,042,363	New Total All Fund 055 Expenditures	6,042,363
Fund	Resource	Amount	Requirement	Amount
General Fund (001)	Additional Transfers in from Streets Fund (005)	7,147	Technology Department	70,680
	Additional Transfers in from Water Fund (051)	32,925		
	Additional Transfers in from Wastewater Fund (055)	30,608		

	Total New Technology Department Requirements			342,977
General Fund (001)	SAIF Dividend	45,299	City Council Department	45,229
	Total New City Council Department Requirements			348,490
	Total New Resources	115,909	Total New Requirements	115,909
	New Total All Fund 001 Resources	9,116,892	New Total All Fund 001 Expenditures	9,116,892

Section 2. This Resolution shall become effective upon adoption by the City Council and shall remain in effect until receipt and acceptance of the FY15/16 audit report.

PASSED AND ADOPTED THIS 12th DAY OF OCTOBER, 2015

Voting Yes, Councilors: _____

Voting No, Councilors: _____

Absent, Councilors: _____

Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 12th DAY OF OCTOBER, 2015

SIGNED:

ATTEST:

Stephen E. Lawrence, Mayor

Julie Krueger, MMC, City Clerk

RESOLUTION NO. 15-041

**A RESOLUTION AUTHORIZING TRANSFERS OF BUDGETED AMOUNTS
BETWEEN CATEGORIES OF VARIOUS FUNDS OF THE CITY OF THE
DALLES BUDGET, MAKING APPROPRIATIONS AND AUTHORIZING
EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2016**

WHEREAS, during the budget year certain funds may experience expenditures above approved category limits; and

WHEREAS, Oregon Budget Law recognizes these events and allows for transferring of funds between approved category limits within and between funds; and

WHEREAS, the City Council has authorized a \$25,000 match for a DLCD Technical Assistance Grant for a Housing Needs Study and a Residential Land Needs Study, and;

WHEREAS, additional funds are needed in the amount of \$124,367 to provide for the Software Systems project, and;

WHEREAS, additional funds in the amount of \$53,368 are needed to provide for the Library Expansion project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:

Section 1. Authorizing Budget Transfers. The City Council hereby authorizes the following transfers of funds between budgeted categories and funds:

<u>FUND OR DEPT.</u>	<u>BUDGETED</u>	<u>RESOURCES NEEDED</u>	<u>REALLOCATED</u>
<u>GENERAL FUND (001)</u>			
from Contingency	\$ 505,284	\$ 355,917	- \$ 149,367
to City Manager/Economic Development Department	\$ 521,224	\$ 546,224	+\$ 25,000
to Technology Department	\$ 342,977	\$ 467,344	+\$ 124,367
<u>LIBRARY FUND (004)</u>			
from Materials & Services Category	\$ 628,582	\$ 575,214	- \$ 53,368
to Capital Outlay Category	\$ 925,667	\$ 979,035	+\$ 53,368

Section 2. Effective Date. This Resolution shall become effective upon adoption by the City Council and shall remain in effect until receipt and acceptance of the FY15/16 audit report.

PASSED AND ADOPTED THIS 12th DAY OF OCTOBER, 2015

Voting Yes, Councilors: _____

Voting No, Councilors: _____

Absent, Councilors: _____

Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 12th DAY OF OCTOBER, 2015

SIGNED:

ATTEST:

Stephen E. Lawrence, Mayor

Julie Krueger, MMC, City Clerk



CITY OF THE DALLES
Department of Public Works
1215 West First Street
The Dalles, Oregon 97058

AGENDA STAFF REPORT

CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
October 12, 2015	Action Item 12, D	

TO: Honorable Mayor and City Council

FROM: Dave Anderson, Public Works Director

DATE: September 29, 2015

ISSUE: Development Agreement with Design LLC for construction of a proposed data center in the Columbia Gorge Industrial Center.

BACKGROUND: Design LLC is pursuing a potential opportunity to construct a new data center in the recently dedicated Columbia Gorge Industrial Center. To date, an Enterprise Zone Agreement and a Conditional Use Permit have been approved related this project, and the affected portions of the right-of-way for River Trail Way are in the process of being vacated contingent upon Design's purchase of the property from Port of The Dalles. The next step is the adoption of a Development Agreement between the City and Design LLC specifying certain commitments by each party. Attached is a draft Development Agreement for Council's consideration.

The City has current master plans for both its Water and Wastewater utilities. Each of these plans identifies capital projects intended to maintain and enhance the systems over time as needed. The 2006 Water Master Plan and associated Master Plan Supplement identify, among others, the following two projects to increase capacities of the City's water systems:

18" Port industrial water main: this project will construct a new 18" diameter water main along the northeast side of the railroad tracks from Webber Road to River Road near its intersection with Columbia Road. The project will significantly increase the amount of water that can be supplied to the Port industrial areas and will be a major improvement toward being able to provide recommended fire flows. It will also provide redundancy in the water system serving Port properties that are currently supplied by a single 12" main. The estimated cost for this project is between \$2.4 million and \$2.8 million, depending on the routing that may be required related to wetlands. This project was scheduled for construction in 2016/17 and planned as a project that would be a 50/50 cost share between the City and new potential developers in the area.

Lone Pine Well expansion: the Water Master Plan identifies a project to expand the capacity of Lone Pine Well, the source of the City's highest quality groundwater, from its current 2000 gallons per minute (gpm) production capacity to 3400 gpm. The City has the water rights for this project and design engineering was completed in 2010. The design specifications will need to be reviewed and possibly refreshed to meet any construction standards revisions that have been enacted since that time. The project was designed as an incremental increase of the City's water supplies to meet growing demands until the eventual enlargement of Crow Creek Dam and the Wicks Water Treatment Plant are to be completed. It will allow the City to meet increased residential, commercial and industrial demands with water that is lower in mineral content than the City's other two wells. This project was scheduled for construction in 2019/20; the City was to pay the full cost of the project.

The proposed Development Agreement provides for earlier completion of these two projects in order to support the development timeline of the potential data center facility. Specifically, the Agreement commits the City to complete construction of these two projects within 18 months of Design LLC acquiring title to the project property. The current water utility rate schedule anticipates having the funds available to pay for 50% of the Port industrial water main project within that time frame. The proposed Development Agreement provides that Design LLC will provide the funding for the other 50% of the project, up to \$1.5 million. The Agreement also provides that the City will hold a public hearing within 6 weeks of the effective date of the Agreement for the formation of a reimbursement district that could repay Design LLC over the next 15 years as properties develop and connect to the system.

In the proposed Agreement, the Lone Pine Well Enhancement project is proposed to be completed about three years earlier than anticipated in the City's current Capital Improvement Plan (CIP). The project was planned for construction in the 2019/20 fiscal year and was to be funded through issuance of a revenue bond. To avoid an adverse impact to the City's water utility revenue schedule by accelerating the construction schedule, bridge funding for the project is proposed to be provided by Design LLC. Under the proposed scenario, Design LLC will pay the upfront costs to upgrade the well (up to \$1.6 million) and the City will repay Design from the planned 2019/20 revenue bond, which is intended to fund the well expansion along with other projects in the approved CIP. This would essentially be a no-interest loan to the City, which the City would repay by December 31, 2016.

The improvements already underway on the wastewater system are anticipated to be adequate to meet the needs of the proposed Design LLC development and have capacity left over for other new users. These improvements include construction of a larger sanitary sewer main in West 2nd Street, needed to accommodate the pumping rates of the new Chenoweth Lift Station in the Columbia Gorge Industrial Center regardless of what types of development occur there, and the upgrades currently being designed for the Wastewater Treatment Plant.

If any additional improvements are needed beyond those identified in the approved master plans for the water or wastewater systems, the proposed Agreement identifies that they will be funded by Design LLC with repayment and cost share terms as mutually agreed by both the City and Design.

The authorization of the Development Agreement would, by State law, occur through adoption of an ordinance. Attached for Council's consideration is Special Ordinance No. 15-568 which is intended to facilitate the development process and provide certainty that the property will be developed in an expeditious manner while ensuring that the necessary infrastructure improvements for the proposed project are in place

BUDGET IMPLICATIONS: None at this time. If the Development Agreement is approved as presented, the Water Reserve Fund would expend an estimated \$2.4-\$2.8 million to construct the 18" Port Industrial Water Main in 2015/16 and 2016/17, 50% of which would be paid to the City by Design LLC. In addition, Design LLC will provide up to an estimated \$1.6 million to enhance the capacity of Lone Pine Well which the City would repay by December 31, 2009.

RECOMMENDATIONS:

1. Staff Recommendation: *Move to adopt Special Ordinance 15-568.*
2. Deny authorization to adopt Special Ordinance 15-568 and provide additional direction to staff.

DEVELOPMENT AGREEMENT

This Development Agreement (“**Agreement**”) is entered into as of October __, 2015 between The City of The Dalles, a municipal corporation of the State of Oregon (“**City**”), and Design, LLC, a Delaware limited liability company (“**Developer**”) pursuant to ORS 94.504 to 94.528, to be effective as of the “**Effective Date**” set forth herein. The City and Developer are referred to collectively as the “**Parties**” and individually as a “**Party**.”

RECITALS

A. The subject of this Agreement is real property described in Exhibit A attached hereto and incorporated by reference (“**Project Property**”).

B. The Project Property is located within the City’s limits and the Columbia Gorge Industrial Center Subdivision of The Dalles Industrial Center. The Columbia Gorge Industrial Center Subdivision, including the Project Property, is intended for industrial development and is zoned I-Industrial under the City Land Use and Development Ordinance (“**LUDO**”).

C. Developer holds a legal or equitable interest in the Project Property and intends to develop the Project Property for its business needs.

D. This Agreement is intended to provide certainty for developing the Project Property, insure that improvements needed for the development are in place to accommodate the intended development, and memorialize the Parties’ understanding of their respective roles and commitments in the development of the Project Property.

E. This Agreement was approved and adopted by The Dalles City Council (“**City Council**”) in accordance with ORS 94.508 and pursuant to ORS 94.513 in Special Ordinance No. 15-568, adopted on October 12, 2015.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and performance obligations of each party set out in this Agreement, the City and Developer hereby agree to the following terms and conditions.

1. **Defined Terms.** Words that are capitalized and are not the first word of a sentence are defined terms. A defined term has the meaning given it when it is first defined in this Agreement. Defined terms may be used together, and the combined defined term has the meaning of the combined defined terms.

2. **Effective Date.** This Agreement shall be effective upon the date Developer acquires title to the Project Property (“**Effective Date**”).

3. **Term of Agreement.** This Agreement shall terminate when each party has fulfilled its respective obligations under this Agreement but no later than fifteen (15) years from the Effective Date (“**Term**”), unless otherwise terminated as provided in Section 15.6 below.

4. **Development.** Developer intends to develop and construct improvements on the Project Property for a data storage facility, including a four-story main building and central utility building to house mechanical equipment for the operations (“**Project**”).

4.1 The Project is a permitted use in the I-Industrial zone under the LUDO, subject to City site plan review and City building permits.

4.2 The City agrees to review and act on any and all land use and related permit and approval requests submitted by Developer on an expedited basis subject to the applicable provisions of the LUDO which are in effect as of the Effective Date of this Agreement.

5. **Water Supply.** The City agrees to provide Developer with a sufficient, reliable, and adequate water supply to serve all phases of development on the Project Property subject to the terms of this Agreement.

5.1 It is estimated that the Project will require the water volumes as outlined in Exhibit B. Exhibit B contains Trade Secrets as defined in ORS 192.501(2). Exhibit B is exempt from public disclosure under ORS 192.410 to 192.505 and is subject to the confidentiality provisions set forth in Section 12. Exhibit B shall be redacted in the recorded form of this Agreement.

5.2 Notwithstanding the estimates set forth in Exhibit B, the City agrees to provide the actual amount of water necessary to serve all phases of development of the Project Property and to do so on a reasonably expedited basis.

5.3 In order to provide the necessary water supply for the Project, as well as the future development needs of industrial and commercial properties within the City, the City has or will undertake and complete the following improvements:

5.3.1 Phase 1 Water System Improvement. This improvement is included in the City’s adopted *2006 Water Master Plan Supplement* (“**Master Plan Supplement**”) as Phase 1 Option A and Option B (“**Phase 1**”). The City has completed Phase 1, and flow modeling demonstrates that Phase 1 has adequate distribution system capacity.

5.3.2 Phase 2 Water System Improvement. This improvement is included in the Master Plan Supplement as Phase 2 Option A (“**Phase 2**”). The City will complete Phase 2 within 18 months of the Effective Date. The City and Developer will share the Costs (defined below) for the construction of Phase 2, with the City paying 50 percent and Developer paying 50 percent on a payment schedule mutually agreed upon by the Parties. Such payment schedule shall be documented in the City Council’s decision approving the reimbursement district under Section 5.4 below. “**Costs**” means all costs for design,

engineering, permitting, and construction of the required improvement. An estimate of Phase 2 Costs is attached as Exhibit C. If requested, the City will provide Developer with any documentation related to the design, engineering, and construction of Phase 2 to allow Developer to monitor the Phase 2 Costs and project schedule. The City shall provide Developer with regular updates and provide any documentation reasonably requested by Developer as to the Phase 2 Costs to assure that such Costs are reasonable and consistent with City standards. Notwithstanding the above, Developer's financial commitment hereunder shall in no event exceed \$1.5 million.

5.3.3 Lone Pine Well Enhancements. This improvement is included in the City's adopted 2015 Public Works Capital Improvement Plan ("2015 CIP") as Lone Pine Well Enhancements ("**Well Enhancements**"). The City will complete the Well Enhancements within 18 months of the Effective Date. The City has dedicated money from the planned 2019 revenue bond to fund the Well Enhancements. To accommodate Developer's project schedule, the Parties agree that Developer will pay for the Well Enhancements Costs to be incurred prior to the City's receipt of the 2019 revenue bond funds ("**Upfront Payment**") within 30 days of the City entering into a construction contract for the Well Enhancements. If requested, the City will provide Developer with any documentation related to the design, engineering, and construction of the Well Enhancements to allow Developer to monitor the Well Enhancements Costs and project schedule. The City shall provide Developer with regular updates and provide any documentation reasonably requested by Developer as to the Well Enhancements Costs to assure that Costs are reasonable and consistent with City standards. Notwithstanding the above, Developer's financial commitment hereunder shall be limited to the construction contract amount and in no event shall exceed \$1.6 million. Upon completion of the Well Enhancements, the City shall immediately refund Developer any portion of the Upfront Payment not spent on the Well Enhancements. By December 31, 2019, the City shall reimburse the Developer for the total Upfront Payment minus any amount refunded by the City immediately following the completion of the Well Enhancements.

5.4 The City and Developer agree that Developer may be reimbursed for its portion of Phase 2 Costs. Within 6 weeks of the Effective Date, the City will hold a public hearing for the formation of a reimbursement district that includes the Project Property in accordance with City of The Dalles General Ordinance No. 06-1275 ("Ordinance No. 06-1275"). It is the intent of the Parties that formation of the reimbursement district shall be for the benefit of the Developer. The maximum amount of reimbursement to the Developer shall not exceed Developer's payments under Section 5.3.2 above.

5.5 If Developer determines that additional water supply is necessary to serve the Project Property notwithstanding the improvements contemplated under Sections 5.3.1, 5.3.2, and 5.3.3, the City will construct, as needed, other water supply improvements identified in the City's adopted 2006 Capital Improvement Plan ("**2006 CIP**"), the Master Plan Supplement, and the 2015 CIP. Any such improvements shall be at the City's own cost and constructed on a schedule mutually agreed upon by the Parties, except that if the City does not have sufficient funds available to complete the improvements on the agreed-upon schedule, Developer shall pay a portion or all of the Costs, depending on the funds the City has available, to complete the improvements. The City shall reimburse Developer in full for such Costs on terms mutually

agreed upon by the Parties. The improvements, the construction schedule, and the terms for reimbursement under this Section 5.5 may be incorporated into this Agreement by amendment. Notwithstanding Developer's commitment under this Section 5.5, the City will pursue funding for improvements included in the 2006 CIP, Master Plan Supplement, and 2015 CIP in ordinary course.

5.6 If Developer determines that other water supply improvements are necessary to serve the Project Property notwithstanding the improvements contemplated under Section 5.3 and 5.5, the City will construct, as needed, such improvements after the Parties have reached agreement on a project schedule and funding to cover the Costs of such improvements. The improvements, the construction schedule, and the terms of the funding agreement for the improvements under this Section 5.6 may be incorporated into this Agreement by amendment.

6. Wastewater and Sanitary Discharge. The City agrees to provide Developer with sufficient, reliable, and adequate wastewater and sanitary discharge services to serve all phases of development on the Project Property. The estimated level of discharge service demand is outlined in Exhibit B. The City represents that the existing wastewater and sanitary discharge services are adequate to serve the Project Property.

6.1 Notwithstanding the estimates set forth in Exhibit B, the City agrees to provide service to meet the actual peak wastewater and sanitary discharge demand of development on the Project Property and to do so on a reasonably expedited basis.

6.2 If Developer determines that additional wastewater and sewer discharge capacity is required to serve the Project Property, the City will construct, as needed, wastewater and sewer infrastructure improvements identified in the City's adopted 2013 Wastewater Facility Master Plan Update ("**Wastewater Master Plan**"). Any such improvements shall be at the City's own cost and constructed on a schedule mutually agreed upon by the Parties, except that if the City does not have sufficient funds available to complete the improvements on the agreed-upon schedule, Developer shall pay a portion or all of the Costs, depending on the funds the City has available, to complete the improvements. The City shall reimburse Developer in full for such Costs on terms mutually agreed upon by the Parties. The improvements, the construction schedule, and the terms for reimbursement under this Section 6.2 may be incorporated into this Agreement by amendment. Notwithstanding Developer's commitment under this Section 6.2, the City will pursue funding for improvements included in the Wastewater Master Plan in ordinary course.

6.3 If Developer determines that additional wastewater and sewer discharge capacity is required to serve the Project Property notwithstanding those improvements contemplated under Section 6.2, the City will construct, as needed, improvements not identified in the Wastewater Master Plan after the Parties have reached an agreement on a project schedule and funding to cover the Costs of such improvements. The improvements, the construction schedule, and the terms of the funding agreement for the improvements under this Section 6.3 may be incorporated into this Agreement by amendment.

7. **Use of Greywater.** The Parties will cooperate and jointly explore the possibility of using greywater from the City's wastewater facility to serve the Project. Upon request, the City will provide Developer with information as needed to evaluate the feasibility of using greywater for the Project.

8. **Continuing Effect of Agreement.** In the case of a change in regional policy or federal or state law or other change in circumstance which renders compliance with this Agreement impossible or unlawful, the Parties will attempt to give effect to the remainder of this Agreement, but only if such effect does not prejudice the substantial rights of either Party under this Agreement. If the substantial rights of either Party are prejudiced by giving effect to the remainder of this Agreement, then the Parties shall negotiate in good faith to revise this Agreement to give effect to its original intent. If, because of a change in policy, law or circumstance, this Agreement fails in its essential purpose then the Parties shall be placed into their original position to the extent practical.

9. **Provision of Urban Services.** This Agreement is based upon the assumption by the Parties that the City is able and willing to provide police, water, public street systems, and other essential urban services to development on the Project Property, including wastewater disposal and treatment services and arterial transportation systems to serve development on the Project Property.

10. **Condition of City Obligations.** All City obligations pursuant to the Agreement which require the expenditure of funds are contingent upon future appropriations by the City as part of the local budget process. Nothing in this Agreement shall obligate the City to appropriate such funds, pursuant to ORS 94.504(5). The City agrees and acknowledges that issuing of land use approvals or building permits for the construction of the buildings on the Project Property is not an obligation that would require the expenditure of funds and, therefore, is not contingent upon future appropriations by the City.

11. **Default; Remedy.**

11.1 **Default/Cure.** The following shall be defaults on the part of a Party:

11.1.1 A breach of a provision of this Agreement, whether by action or inaction of a Party which continues and is not remedied within sixty (60) days after the other Party has given notice specifying the breach; provided that if the non-breaching Party determines that such breach cannot with due diligence be cured within a period of sixty (60) days, the non-breaching Party may allow the breaching Party a longer period of time to cure the breach, and in such event the breach shall not constitute a default so long as the breaching Party diligently proceeds to effect a cure and the cure is accomplished within the longer period of time granted by the non-breaching Party; or

11.1.2 Any assignment by a Party for the benefit of creditors, or adjudication as a bankrupt entity, or appointment of a receiver, trustee or creditor's committee over a Party.

11.2 **Remedies.** Each Party shall have all available remedies at law or in equity to recover damages and compel the performance of the other Party pursuant to this Agreement. The rights and remedies afforded under this Agreement are not exclusive and shall be in addition to and are cumulative with any and all rights otherwise available at law or in equity. The exercise by any Party of any one or more of such remedies shall not preclude the exercise by it, at the same or different time, of any other such remedy for the same default or breach or of any of its remedies for any other default or breach by the other Party, including, without limitation, the right to compel specific performance.

12. **Confidentiality.** Except as provided otherwise in the Non-Disclosure Agreement with the City dated March 18, 2013, the terms of which are incorporated by this reference, and except as provided below in this Section 12, the City and Developer, for the benefit of each other hereby agree that each Party will hold all information obtained by it related to this Agreement in strictest confidence and each covenants not to disclose, divulge or otherwise communicate in any manner to any person or entity, other than those parties necessary for the Developer to complete its acquisition and development of the Project on the Project Property, provided such parties are under confidentiality obligations and not subject to public disclosure. Developer acknowledges that the City is a public agency and as such is required to comply with the Public Meeting Law and Public Record Laws enacted by the state of Oregon, and agrees that any public disclosure necessary to comply with such law is not a breach of this Section. To the extent permissible by law, the City agrees to engage in all discussions and exchange of information relating to this Agreement in Executive Session. Should the City receive a public records request for a copy of this Agreement or any other information regarding the Developer or this Project, the City shall provide timely notice to Developer and reasonably cooperate with Developer in preserving confidentiality and protecting Developer's wish to protect Developer's trade secrets and other confidential information, at no additional cost or expense to the City.

13. **Press Releases.** The City agrees to cooperate and coordinate fully with the Developer in connection with all press releases and publications concerning the Project and this Agreement, the content of which shall in each instance be approved by the Developer in advance in writing. Nothing herein shall limit, replace or amend the application of the City's ongoing confidentiality obligations contained in Section 12.

14. **Indemnification.** Each Party hereby agrees to indemnify the other Party and hold it harmless from and against any and all claims, demands, liabilities, costs, expenses, penalties, damages and losses, including, without limitation, reasonable attorneys' fees, resulting from any misrepresentations or breach of warranty or breach of covenant made by such Party in this Agreement. The indemnification provisions of this Section 14 shall survive beyond the Term of the Agreement.

15. **General Provisions.**

15.1 **Good Faith and Reasonableness.** The Parties intend that the obligations of good faith and fair dealing apply to the Agreement generally and that no negative inferences be drawn by the absence of an explicit obligation to be reasonable in any portion of the Agreement.

The obligation to be reasonable shall only be negated if arbitrariness is clearly and explicitly permitted as to the specific item in question, such as in the case of a party being given “sole discretion” or being allowed to make a decision in its “sole judgment.”

15.2 Cooperation in the Event of Legal Challenge. In the event of any legal action instituted by a third party or other governmental entity or official challenging the validity of any provision of the Agreement, the Parties agree to cooperate in defending such action.

15.3 Other Necessary Acts. Each Party shall execute and deliver to the other all such further instruments and documents and take such additional acts (which, in the case of the City, shall require adopting necessary ordinances and resolutions) as may be reasonably necessary to carry out this Agreement in order to provide and secure to the other Party the full and complete enjoyment of rights and privileges hereunder.

15.4 Binding Effect. This Agreement shall be binding upon and inure to the benefit of the Parties, and their respective heirs, personal representatives, successors, and assigns, but Developer shall not assign or otherwise transfer any interest without the prior written consent of the City except as otherwise provided under Section 15.5 below.

15.5 Assignments and Successors. Developer shall have the right to assign this Agreement to any entity owned or controlled by, or under common control with Developer (the fact of which will be established by written representation of Developer), and Developer shall give the City written notice in such event. Any other assignments shall require the City’s written consent.

15.6 Amendment or Termination. This Agreement may be amended or terminated upon mutual written consent of the Parties which shall not be unreasonably withheld.

15.7 Notices. All notices given under this Agreement shall be in writing and may be delivered by personal delivery, by courier service, or by deposit in the United States mail, postage prepaid, as certified mail, return receipt requested, and addressed as follows:

City: City Manager
313 Court Street
The Dalles, OR 97058
Telephone: (541) 506-5481
Fax: (541) 296-6906

With a copy to: City Attorney
313 Court Street
The Dalles, OR 97058
Attn: Gene Parker

Telephone: (541) 506-2033
Fax: (541) 296-6906

Developer: General Counsel
Design LLC
1600 Amphitheatre Parkway
Mountain View, CA 94043
Email: legal-notices@google.com

With a copy to: Elaine Albrich
Stoel Rives LLP
900 SW 5th Avenue, Suite 2600
Portland, OR 97204
Telephone: (503) 294-9394
Fax: (503) 220-2480
Email: elaine.albrich@stoel.com

Notices shall be deemed received by the addressee upon the earlier of actual delivery or refusal of a Party to accept delivery thereof. The addresses to which notices are to be delivered may be changed by giving notice of such change in address in accordance with this notice provision.

15.8 Governing Law, Venue, and Jurisdiction. This Agreement shall be governed and construed according to the laws of the State of Oregon, without regard to its choice of law provisions.

15.9 No Third-Party Beneficiaries. The City and the Developer are the only Parties to this Agreement and are the only Parties who are entitled to enforce it or who are bound by its terms, except as otherwise specifically provided in this Agreement. There are no third-party beneficiaries to this Agreement nor does this Agreement bind any third parties.

15.10 Time Is of the Essence. Time is of the essence in the performance of and adherence to each and every provision of this Agreement.

15.11 Non-Waiver. Waiver by any Party of strict performance of any provision of this Agreement shall not be deemed a waiver of or prejudice a Party's right to require strict performance of the same or any other provision in the future. A claimed waiver must be in writing and signed by the Party granting the waiver. A waiver of one provision of this Agreement shall be a waiver of only that provision. A waiver of a provision in one instance shall be a waiver only for that instance, unless the waiver explicitly waives that provision for all instances.

15.12 Non-Waiver of Government Rights. By making this Agreement, the Developer is specifically not obligating itself, or any other agency, with respect to any police power or regulatory actions relating to development or operation of the Project and other improvements to be constructed in the Project Property, including, but not limited to, rezoning,

variances, environmental clearances, or any other governmental approvals which are or may be required.

15.13 Partial Invalidity. If any provision of this Agreement is held to be invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. If a material provision of this Agreement is held invalid or unenforceable such that a Party does not receive the benefit of its bargain, then the other Parties shall renegotiate in good faith terms and provisions that will effectuate the spirit and intent of the Parties' agreement herein.

15.14 Headings. The section headings in this Agreement are for convenience in reference and are not intended to define or limit the scope of any provision of this Agreement.

15.15 Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

15.17 Entire Agreement and Exhibits. This Agreement constitutes the entire agreement between the Parties as to the subject matter covered by this Agreement. The exhibits attached to this Agreement are an integral part of this Agreement and are fully incorporated into this Agreement where they are referenced in the text of this Agreement.

15.18 Recording. The City shall cause this Agreement to be recorded in accordance with ORS 94.528.

Executed as of the day and year first above written.

THE CITY OF THE DALLES, an Oregon
municipal corporation

By: _____
Its: _____

DESIGN, LLC, a Delaware limited liability
company

By: _____
Its: _____

EXHIBIT A
Legal Description of Project Property

Lots 11 through 23 of Columbia Gorge Industrial Center Subdivision, being a portion of tax lots 2N-13-21 700 and 800, in the North 1/2 of Section 28, Township 2 North, Range 13 East, W.M., City of the Dalles, Wasco County, Oregon, as depicted on the map below.

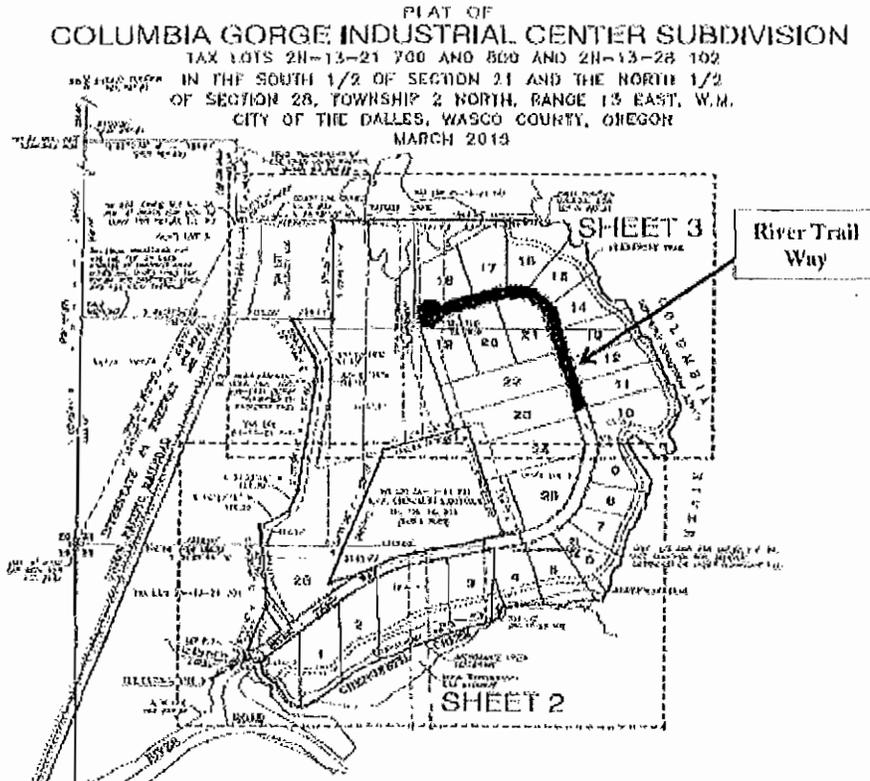


EXHIBIT B
Water and Sanitary Capacity Demands

*Exhibit B is exempt from public disclosure under ORS 192.410 to 192.505.
Exhibit B shall be redacted in the recorded form of this Agreement.*

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

EXHIBIT C Phase 2 Cost Estimate

CITY OF THE DALLES
PUBLIC WORKS DEPARTMENT
PORT 18" WATERLINE LOOP
COST ESTIMATE

Shorter Run

DESCRIPTION	UNITS	UNIT PRICE	QUANTITY	ESTIMATE
MOBILIZATION	LS	\$ 100,000.00	1	\$ 100,000.00
TRAFFIC CONTROL	LS	\$ 5,000.00	1	\$ 5,000.00
CONSTRUCTION SURVEY	LS	\$ 8,000.00	1	\$ 8,000.00
EROSION CONTROL	LS	\$ 10,000.00	1	\$ 10,000.00
ROCK EXCAVATION	CY	\$ 100.00	7570	\$ 757,000.00
18" D.I. CLASS B	LF	\$ 85.00	9246	\$ 785,910.00
18" D.I. CLASS E	LF	\$ 250.00	45	\$ 11,250.00
REMOVE THRUST CONNECT TO EXISTING	EA	\$ 5,000.00	2	\$ 10,000.00
18" BUTTERFLY VALVE	EA	\$ 6,000.00	10	\$ 60,000.00
AIR VALVE	EA	\$ 3,500.00	5	\$ 17,500.00
18" 45 BEND	EA	\$ 1,300.00	22	\$ 28,600.00
18" 22.5 BEND	EA	\$ 1,300.00	5	\$ 6,500.00
ASPHALT PATCH	SY	\$ 45.00	980	\$ 44,100.00
CONCRETE SIDEWALK	SY	\$ 50.00	25	\$ 1,250.00
FIRE HYDRANT	EA	\$ 5,000.00	15	\$ 75,000.00
SAMPLE STATION	EA	\$ 3,000.00	1	\$ 3,000.00

SUBTOTAL \$ 1,923,110.00

Shorter run is for alignment following the south/west property lines. Cost doesn't include cost to obtain additional easements or any wetland mitigation

Contingency (10%) \$ 192,311.00
Engineering/Surveying (15%) \$ 288,466.50
\$ 2,403,887.50

Longer Run

DESCRIPTION	UNITS	UNIT PRICE	QUANTITY	ESTIMATE
MOBILIZATION	LS	\$ 100,000.00	1	\$ 100,000.00
TRAFFIC CONTROL	LS	\$ 10,000.00	1	\$ 10,000.00
CONSTRUCTION SURVEY	LS	\$ 8,000.00	1	\$ 8,000.00
EROSION CONTROL	LS	\$ 10,000.00	1	\$ 10,000.00
ROCK EXCAVATION	CY	\$ 100.00	8644	\$ 864,400.00
18" D.I. CLASS B	LF	\$ 86.00	9070	\$ 840,216.00
18" D.I. CLASS E	LF	\$ 250.00	630	\$ 157,500.00
REMOVE THRUST CONNECT TO EXISTING	EA	\$ 5,000.00	2	\$ 10,000.00
18" BUTTERFLY VALVE	EA	\$ 6,000.00	10	\$ 60,000.00
AIR VALVE	EA	\$ 3,500.00	5	\$ 17,500.00
18" 45 BEND	EA	\$ 1,300.00	22	\$ 28,600.00
18" 22.5 BEND	EA	\$ 1,300.00	5	\$ 6,500.00
ASPHALT PATCH	SY	\$ 45.00	1171	\$ 52,895.00
CONCRETE SIDEWALK	SY	\$ 50.00	25	\$ 1,250.00
FIRE HYDRANT	EA	\$ 5,000.00	15	\$ 75,000.00
SAMPLE STATION	EA	\$ 3,000.00	1	\$ 3,000.00

SUBTOTAL \$ 2,252,660.00

Longer run is for the alignment that runs along current access road and runs near rodeo grounds to avoid wetland areas. Cost doesn't include cost to obtain additional easements or wetland mitigation

Contingency (10%) \$ 225,266.00
Engineering/Surveying (15%) \$ 337,899.00
\$ 2,815,825.00

SPECIAL ORDINANCE NO. 15-568

**AN ORDINANCE APPROVING A DEVELOPMENT
AGREEMENT WITH DESIGN LLC**

WHEREAS, the City Council adopted Resolution No. 15-033 on August 4, 2015 approving a Third Enterprise Tax Abatement Agreement between the City of The Dalles, Wasco County, and Design LLC for the construction and operation of a proposed new facility located within the City's limits and the Columbia Gorge Industrial Center Subdivision of The Dalles Industrial Center; and

WHEREAS, the City Planning Department issued a Notice of Decision on September 4, 2015 for Conditional Use Permit #177-15 raising the height allowance for Design LLC to construct a proposed data storage facility in the Industrial District; and

WHEREAS, on September 14, 2014, the City Council adopted Special Ordinance No. 15-566 vacating a portion of River Trail Way, which is intended to facilitate development of the proposed new facility by Design LLC; and

WHEREAS, City staff members and representatives of Design LLC have been in the process of negotiating the details of a Development Agreement pursuant to ORS 94.504 for development of the proposed new facility to be constructed and operated by Design LLC; and

WHEREAS, ORS 94.508 sets forth the process for the City Council to review and approve a development agreement; and

WHEREAS, on October 12, 2015, the City Council reviewed the proposed Development Agreement with Design LLC, and the Council voted to approve the proposed Development Agreement;

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

Section 1. Development Agreement Approved. The City Council finds that the Development Agreement between the City of The Dalles and Design LLC, a copy of which is attached hereto, meets the required criteria set forth in ORS 94.504, and is consistent with local regulations in place for the City.

PASSED AND ADOPTED THIS 12TH DAY OF OCTOBER, 2015

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

AND APPROVED BY THE MAYOR THIS 12TH DAY OF OCTOBER, 2015

Stephen E. Lawrence, Mayor

ATTEST:

Julie Krueger, MMC, City Clerk