

AGENDA

REGULAR CITY COUNCIL MEETING

June 11, 2012

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 Judge Peachey Regarding Municipal Court Activities
 - B. School District 21 Report
6. AUDIENCE PARTICIPATION
7. CITY MANAGER REPORT
8. CITY ATTORNEY REPORT
9. CITY COUNCIL REPORTS
10. CONSENT AGENDA

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.

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.

CITY OF THE DALLES

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

- A. Approval of May 14, 2012 Regular City Council Meeting Minutes
- B. Approval of May 8, 2012 Special City Council Meeting Minutes
- C. Authorization for City Clerk to Endorse OLCC New Outlet Application for Brama Caffe
- D. Authorization for City Clerk to Endorse OLCC New Outlet Application for RT's Place
- E. Approval of Amendment #5 to OMI Agreement to Operate the Wastewater Treatment Plant for Fiscal Year 2012-13

11. PUBLIC HEARINGS

- A. Public Hearing to Receive Testimony Regarding Proposed Uses of State Shared Revenue [**Agenda Staff Report #12-035**]
 - 1. Resolution No. 12-008 Declaring the City's Election to Receive State Revenues in Fiscal Year 2012-13
- B. Public Hearing to Receive Testimony Regarding Proposed 2012-13 Fiscal Year Budget [**Agenda Staff Report #12-036**]
 - 1. Resolution No. 12-009 Adopting the Fiscal Year 2012-13 Budget for the City of The Dalles, Making Appropriations, Authorizing Expenditures, Levying Taxes, and Authorizing the City Manager to Take Such Action as Necessary to Carry Out the Adopted Budget

12. CONTRACT REVIEW BOARD ACTIONS

- A. Approval of Contract for Airport Hangar Construction [**Agenda Staff Report #12-041**]

13. ACTION ITEMS

- A. Approval of 2012-13 Fiscal Year Insurance Renewals for Property, Liability, and Worker's Compensation [**Agenda Staff Report #12-038**]
- B. Request for a Lease Extension for the Transportation Center Building [**Agenda Staff Report #12-037**]
- C. Recommendation Regarding Garbage Service [**Agenda Staff Report #12-040**]

D. Request from La Clinica del Carino Family Health Care for Reduction in SDC Fees for a New Facility [**Agenda Staff Report #12-039**]

14. EXECUTIVE SESSION

A. Recess to Executive Session in Accordance With ORS 192.660 (2) (e) to conduct Deliberations With Persons Designated by the Governing Body to Negotiate Real Property Transactions

B. Reconvene to Open Session

15. DECISIONS FOLLOWING EXECUTIVE SESSION

16. ADJOURNMENT

This meeting conducted in a handicap accessible room.

Prepared by/
Julie Krueger, MMC
City Clerk



Handwritten signature of Julie Krueger in blue ink, positioned above a horizontal line.



AGENDA STAFF REPORT
CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
June 11, 2012	Consent Agenda 10, A - E	N/A

TO: Honorable Mayor and City Council

FROM: Julie Krueger, MMC, City Clerk

THRU: Nolan K. Young, City Manager

DATE: May 30, 2012

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

A. ITEM: Approval of May 14, 2012 Regular City Council Meeting Minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the May 14, 2012 regular City Council meeting have been prepared and are submitted for review and approval.

RECOMMENDATION: That City Council review and approve the minutes of the May 14, 2012 regular City Council meeting.

B. ITEM: Approval of May 8, 2012 Special City Council Meeting Minutes.

BUDGET IMPLICATIONS: None.

SYNOPSIS: The minutes of the May 8, 2012 special City Council meeting have been prepared and are submitted for review and approval.

RECOMMENDATION: That City Council review and approve the minutes of the May 8, 2012 special City Council meeting.

C. **ITEM:** Authorization for City Clerk to Endorse OLCC New Outlet Application for Brama Caffè.

BUDGET IMPLICATIONS: If approved, the City will collect a \$100 fee for this application, to be credited to the General Fund.

SYNOPSIS: The City has received an OLCC new outlet application from Brama Caffè. The Police Department has reviewed the application and recommends it be approved.

RECOMMENDATION: Authorize the City Clerk to endorse the OLCC new outlet application for Brama Caffè.

D. **ITEM:** Authorization for City Clerk to Endorse OLCC New Outlet Application for RT's Place.

BUDGET IMPLICATIONS: If approved, the City will collect a \$100 fee for this application, to be credited to the General Fund.

SYNOPSIS: The City has received an OLCC new outlet application from RT's Place. The Police Department has reviewed the application and recommends it be approved.

RECOMMENDATION: Authorize the City Clerk to endorse the OLCC new outlet application for RT's Place.

E. **ITEM:** Approval of Amendment #5 to OMI Agreement to Operate the Wastewater Treatment Plant for Fiscal Year 2012-13.

BUDGET IMPLICATIONS: Expenditure for the contract is identified in the approved 2012-13 Wastewater Fund, line code 3110. The total cost of the contract amendment will be \$880,550 and is within the funds available for this purpose.

SYNOPSIS: The City entered into a 10-year contract with OMI beginning July 1, 2008 to provide continued contract operation of the Wastewater Treatment Plant. The approved 2012-13 budget anticipated payment for the fifth year of that contract.

The contract renewal reflects no increase in the total annual cost of the contract compared to 2011-12. This amendment will pay a management fee of \$123,927 to OMI, an increase of 4% over last year. Direct costs of the facility (labor and benefits, materials and services) are decreasing 0.6% to \$756,623. A philosophy of mutual risk/benefit has been maintained in the amendment as the City and OMI will equally split the costs of any

increases in electrical costs above the budgeted amount up to 10%. The City remains liable for any electrical rate increased above the 10%.

RECOMMENDATION: That City Council approve the contract amendment as proposed by OMI and authorize the City Manager to sign Amendment No. 5.

MINUTES

REGULAR COUNCIL MEETING
OF
MAY 14, 2012
5:30 P.M.
THE DALLES CITY HALL
313 COURT STREET
THE DALLES, OREGON

PRESIDING: Mayor Jim Wilcox

COUNCIL PRESENT: Bill Dick, Carolyn Wood, Dan Spatz, Brian Ahier, Tim McGlothlin

COUNCIL ABSENT: None

STAFF PRESENT: City Manager Nolan Young, City Attorney Gene Parker, City Clerk Julie Krueger, Finance Director Kate Mast, Public Works Director Dave Anderson, Police Chief Jay Waterbury, Airport Manager Chuck Covert, Engineer Dale McCabe

CALL TO ORDER

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

ROLL CALL

Roll call was conducted by City Clerk Krueger; all Councilors present.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

It was moved by Wood and seconded by Spatz to approve the agenda and supplemental agenda as presented. The motion carried unanimously.

MINUTES (Continued)
Regular Council Meeting
May 14, 2012
Page 2

PRESENTATIONS/PROCLAMATIONS

Presentation of AWWA Award of Excellence in Communication

Mayor Wilcox presented Regulatory Compliance Manager Karen Skiles with the American Water Works Association (AWWA) Excellence in Communications Award. He said this was the fifth time under Karen's leadership that the City had received this or similar awards.

Presentation by School District 21

Trudy Townsend provided an update on the Safe Schools Healthy Students Initiative, saying it had started in 2008 with the award of a five-year federal grant. She said the core group had always kept in mind program sustainability and that at the conclusion of the grant cycle, many of the programs would continue. She provided a handout describing the success of the program and said many of the programs and services had been designed in partnership with other entities. Townsend thanked the City for allowing Police Chief Waterbury to participate in the program, and said he was a valuable member of the team.

Presentation by YouthThink regarding Program Sustainability

Debby Jones, 4575 Basalt Street, The Dalles, provided YouthThink program materials and thanked the City Council for their past and continued support of the program. She introduced David Nunez, 708 East 14th Street, who talked about the importance of the Challenge Day program. He said it had been very valuable for him to learn to talk about issues and to make new friends who shared his values.

AUDIENCE PARTICIPATION

Mary Merrill, 2437 East 10th Street, The Dalles, said she had recently helped a restaurant business to get started in The Dalles and had learned there were many applications required to start a business. She noted most of the applications all required the same basic information, then specific to the permit. Merrill suggested the City allow applicants to fill out on-line applications and use an electronic signature to make the process easier. She said the college had students in the Integrated Computer Program who were looking for projects and said it would be a great partnership for the students and City to work together to develop an on-line application process.

Susan Michael, 835 Floral Court, The Dalles, expressed concern regarding the lack of an animal control program and said it was desperately needed. She said dogs were running at large and were not being licensed or vaccinated. Michael said she was a volunteer animal rescuer and helped Cat Link program to trap feral cats.

CITY MANAGER REPORT

City Manager Young reported that with the delay of Thompson Street and East 19th Street extension projects, the priority would now be placed on resurfacing East 19th Street between the Mid Columbia Medical Center and Dry Hollow School and the Sixth Street widening project.

Young noted the flags would be flown at half staff on May 15 in honor of National Peace Officer's Memorial Day.

Young said Wasco County had approved additional funding of \$2,500 for the Ft. Dalles Museum. He said the City Council had agreed they would consider additional funding if the County also provided it. He asked if the Council wanted staff to prepare an amendment to increase the funding.

It was the consensus of the Council to direct staff to increase funding by \$2,500 for Ft. Dalles Museum and to include for approval at the June 11 Council meeting.

CITY ATTORNEY REPORT

City Attorney Parker reported he and the Public Works Director had attended a worker's compensation hearing and would be participating in an unemployment hearing later in the week. He said he had attended a legal seminar and learned about Americans With Disabilities Act changes which needed to be addressed by the City. Parker said he was also working on an updated policy regarding communications. He said the second hand dealers ordinance changes should be included for approval on the June 25 Council meeting agenda and said a Town Hall meeting had been scheduled for June 4, 5:30 p.m. at the Senior Center to hear additional information regarding coal trains.

CITY COUNCIL REPORTS

Councilor McGlothlin reported on activities to repair or remove the Lewis and Clark Memorial at Thompson Park. He said many people were involved in determining what to do with it and said the group had discussed moving it to the new Festival Park or Rock Fort site.

City Manager Young said the area at Festival Park was for the future Lewis and Clark water feature and fundraising was underway to complete that portion of the project.

MINUTES (Continued)
Regular Council Meeting
May 14, 2012
Page 4

Councilor Spatz said he was pleased to see the Home Repair Program grant on the agenda. He said the Mid Columbia Economic Development District would meet on May 17. He said he and Dana Schmidling were working on a challenge for a tourism summit and the Strengthening our Communities Program was continuing.

Councilor Ahier said he, Councilor Spatz, and Representative Huffman had met with property owners on the east side of the community to listen to their issues regarding property development. Ahier said he had researched the history of the Local Improvement District Task Force work and residential development issues. He asked that staff prepare a report, outlining the history and summary of changes that had impacted the area, including systems development charges, reimbursement districts, and zoning changes.

Mayor Wilcox said he had attended the Safe Schools Initiative lunch last week and had learned a lot about the program. He reminded the Council the Armory Ground Breaking Ceremony would be held on June 2.

CONSENT AGENDA

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

Items approved by Consent Agenda were: 1) approval of April 23, 2012 regular City Council meeting minutes; 2) approval of April 16, 2012 Town Hall meeting minutes; and 3) approval of agreement to provide water service to property located at 6594 Mill Creek Road, outside city limits.

PUBLIC HEARINGS

Public Hearing to Receive Testimony Regarding Repealing Section 13.070.040 (C) of General Ordinance No. 98-1222 Regarding Signs Placed in Public Right of Way or City Owned Real Property

Mayor Wilcox reviewed the procedures to be followed for the public hearing.

City Attorney Parker reviewed the staff report.

Testimony

Chamber of Commerce Director Dana Schmidling offered the City the opportunity to place a sign board at the Chamber of Commerce.

MINUTES (Continued)
Regular Council Meeting
May 14, 2012
Page 5

Hearing no testimony, the public hearing was closed.

General Ordinance No. 12-1323 Repealing Section 13.070.040 (C) of General Ordinance No. 98-1222 Concerning Signs Placed in the Public Right of Way or on City Owned Real Property

City Clerk Krueger read General Ordinance No. 12-1323 by title.

It was moved by Ahier and seconded by Wood to adopt General Ordinance No. 12-1323 by title. The motion carried unanimously.

CONTRACT REVIEW BOARD ACTIONS

Award Contract for The Dalles Dam Tours Trail Improvements

City Manager Young reviewed the staff report.

It was moved by Wood and seconded by McGlothlin to award The Dalles Dam Trail Improvements contract to Crestline Construction in the amount not to exceed \$206,630.

Councilor Ahier asked what would happen to the remaining grant funds not used for construction of the trail. City Manager Young said it was believed the work on the 15 Mile Creek Bridge would be done with grant funds.

The motion to award The Dalles Dam Trail Improvements contract to Crestline Construction in the amount not to exceed \$206,630 was voted on and carried unanimously.

ACTION ITEMS

Resolution No. 12-006 Amending Various Provisions of the City's Exempt Employee Handbook

City Attorney Parker reviewed the staff report.

It was moved by Wood and seconded by Dick to adopt Resolution No. 12-006 amending various provisions of the City's Exempt Employee Handbook. The motion carried unanimously.

General Ordinance No. 12-1324 Establishing Procedures for the Formation of Economic Improvement Districts and for Levying and Collecting Special Assessments

City Attorney Parker reviewed the staff report.

MINUTES (Continued)
Regular Council Meeting
May 14, 2012
Page 6

City Clerk Krueger read General Ordinance by title.

It was moved by Spatz and seconded by Wood to adopt General Ordinance No. 12-1324 establishing procedures for the formation of Economic Improvement Districts and for levying and collecting special assessments, by title. The motion carried unanimously.

Approval of QLife Intergovernmental Agency Budget for 2012-13 Fiscal Year

City Manager Young reviewed the staff report. He noted the Budget Committee had added a donation of \$2,000 to the Robotics Program.

Councilor Ahier said the QLife Agency was in good financial condition and was paying off debt early.

Councilor Spatz said he was an employee of the college and did not participate in the budget discussions regarding the scholarship and robotics program donation.

Councilor McGlothlin said the School District continued to have more need for capacity and hoped QLife would be able to make it affordable because the District was in financial difficulty.

It was moved by Ahier and seconded by Wood to approve the fiscal year 2012-13 QLife budget and work scope as presented. The motion carried unanimously.

Resolution No. 12-005 Approving an Enterprise Zone Extended Abatement Agreement With Phytotechnology Corporation

City Manager Young reviewed the staff report.

Councilor Ahier questioned why a specific number of employees had not been included in the resolution or the agreement. City Manager Young said it was expected there would be approximately 25 employees and approximately 100 toward the end of the five year period. Ahier said he would like to see a number included in the agreement.

Councilor McGlothlin said he had researched the company on the internet and had been very impressed with what they were doing. He said it would be a great asset to the community and provide high paying, professional jobs.

Andres Sena, Chief Business Officer, Phytotechnology, told the Council there would initially be 20-25 full time employees and that with the grant from the Oregon Lottery, there was a requirement to have 50 full time employees by the end of the year. He said it was expected to

have between 100 and 200 jobs in this area in the next few years, and there were plans for additional facilities, but the headquarters would be in The Dalles.

It was moved by Ahier and seconded by McGlothlin to adopt Resolution No. 12-005 approving an Enterprise Zone Extended Abatement Agreement with Phytotechnology Corporation and to recommend approval of the agreement by the Wasco County Commission, with the amendment of adding 50 jobs in the agreement if allowed by State law. The motion carried unanimously.

Approval to Apply for CDBG Grant for Home Repair Program

David Peters, Columbia Cascade Housing Agency, reviewed the staff report.

It was moved by Wood and seconded by Spatz to authorize staff to proceed with a Community Development Block Grant (CDBG) application for the Home Repair Program. The motion carried unanimously.

DISCUSSION ITEMS

Discussion Regarding Future of Dog Control in the City of The Dalles

Councilor Spatz said cats were also a concern, though he understood it was much more difficult to manage. City Manager Young said the proposal for now was to provide dog control only. He said the County would no longer be providing the service and had an agreement with Home at Last to lease the current facilities and to bring in any dogs captured outside the city limits.

Mayor Wilcox said it was a codes enforcement issue, not a police issue. City Manager Young said he was investigating all options and would assign to the appropriate department, but would most likely be assigned to the Police Department. In response to a question, City Manager Young said the City was working with the County to secure a vehicle. He said the proposal was to fund a part-time employee, but that in the future, the City could consider other options, including contracting the service.

There was a discussion regarding licensing of dogs. City Manager Young said Home at Last and veterinary offices were currently doing the licensing.

Councilor McGlothlin suggested volunteers could develop a formal program to help with dog control.

MINUTES (Continued)
Regular Council Meeting
May 14, 2012
Page 8

Following discussion, it was the consensus of the Council to direct staff to proceed with funding a part-time position for animal control in the city limits, to develop an ordinance and to include it in the budget.

ADJOURNMENT

Being no further business, the meeting adjourned at 8:00 p.m.

Submitted by/
Julie Krueger, MMC
City Clerk

SIGNED:

James L. Wilcox, Mayor

ATTEST:

Julie Krueger, MMC, City Clerk

MINUTES

SPECIAL COUNCIL MEETING
OF
MAY 8, 2012
NOON

SECOND FLOOR CONFERENCE ROOM
CITY HALL
313 COURT STREET
THE DALLES, OREGON

PRESIDING: Mayor Jim Wilcox

COUNCIL PRESENT: Bill Dick, Carolyn Wood, Dan Spatz ,Tim McGlothlin

COUNCIL ABSENT: Brian Ahier

STAFF PRESENT: City Manager Nolan Young, City Attorney Gene Parker,
Municipal Judge Tom Peachey

CALL TO ORDER

The meeting was called to order by Mayor Wilcox at 12:03 p.m.

APPROVAL OF AGENDA

It was moved and seconded to approve the agenda as presented. The motion carried unanimously, Ahier absent.

EXECUTIVE SESSION

Mayor Wilcox recessed the meeting to Executive Session at 12:05 in accordance with ORS 192.660 (2) (I) to review and evaluate the employment related performance of the City Manager, City Attorney, and Municipal Judge.

MINUTES (Continued)
Special Council Meeting
May 8, 2012
Page 2

Reconvene to Open Session

The meeting reconvened to open session at 2:40 p.m.

DECISIONS FOLLOWING EXECUTIVE SESSION

It was moved by Dick and seconded by Wood to grant a cost of living increase effective July 1, 2012, of 1.5% and to authorize a one-time bonus of \$1,000. The motion carried unanimously, Ahier absent.

It was moved by Wood and seconded by Spatz to grant a cost of living increase effective July 1, 2012, of 1.5% and to authorize the purchase of an iPad for the personal and professional use by the City Attorney, in an amount not to exceed \$600. The motion carried unanimously, Ahier absent.

It was moved by Dick and seconded by McGlothlin to authorize the purchase of a new video screen for the Municipal Court in an amount not to exceed \$1,000. The motion carried unanimously, Ahier absent.

ADJOURNMENT

Being no further business, the meeting adjourned at 2:42 p.m.

Submitted by/
Julie Krueger, MMC
City Clerk

SIGNED:

James L. Wilcox, Mayor

ATTEST:

Julie Krueger, MMC, City Clerk



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 #
June 11, 2012	Public Hearings 11, A, 1	12-035

TO: Honorable Mayor and City Council

FROM: Kate Mast, Finance Director

THRU: Nolan K. Young, City Manager 

DATE: May 23, 2012

ISSUE: Public Hearing on Proposed Uses of State Revenue Sharing funds for FY12/13 and consideration of Resolution No. 12-008 declaring the City's election to receive State Revenues.

BACKGROUND: State Revenue Sharing Law, ORS 221.770, requires cities to pass a resolution each year stating that they elect to receive State Revenue Sharing money during the next fiscal year. The law mandates public hearings be held by each city, and a certification of these hearings is required. The required hearings are to be held: 1) before the Budget Committee to consider possible uses of the funds; and 2) before the City Council on the uses of the funds proposed by the Budget Committee or anyone else.

The City of The Dalles has traditionally used State Revenue Sharing funds to support activities in the General Fund. The Budget Committee held a Public Hearing on April 30, 2012, to consider possible uses of the funds, and then voted to recommend to the Council that they continue to use those funds to support the General Fund in FY12/13.

A Public Hearing on the proposed uses of State Revenue Sharing funds is scheduled before the City Council on June 11, 2012. The required Resolution (#12-008) electing to receive State Revenue Sharing funds in FY12/13 is included as an action item on the same agenda. The draft Resolution is not required to designate the uses of the funds, but only states the City's election to receive them.

BUDGET IMPLICATIONS: The budget for FY12/13, as approved by the Budget Committee, already includes the anticipated State Revenue Sharing funds as General Fund revenue.

ALTERNATIVES:

- A. **Staff Recommendation:** *Move to adopt Resolution No. 12-008 declaring the City's election to receive State revenues for Fiscal Year 2012/2013.*
- B. City Council could elect to not adopt Resolution No. 12-0108, or could elect to assign the uses of State Revenue Sharing funds to a different purpose than proposed. Either decision would require changes to the proposed budget for FY12/13.

RESOLUTION NO. 12-008

A RESOLUTION DECLARING THE CITY OF THE DALLES' ELECTION TO RECEIVE STATE REVENUES FOR FISCAL YEAR 2012-2013

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires cities to annually pass a resolution requesting State Revenue Sharing money; and

WHEREAS, the City's Budget Committee held the required Public Hearing on April 30, 2012, to consider possible uses of State Revenue Sharing funds in FY12/13; and

WHEREAS, the City Council held the required Public Hearing on June 11, 2012, to consider the uses of State Revenue Sharing funds in FY12/13 as proposed by the Budget Committee and others;

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

Section 1. Election to Receive State Revenues in FY12/13. Pursuant to ORS 221.770, the City hereby elects to receive State Revenues for the Fiscal Year 2012/2013.

Section 2. Effective Date. This Resolution shall be considered effective as of July 1, 2012.

Section 3. Expiration Date. This Resolution shall expire upon receipt and acceptance of the Audit for FY12/13.

PASSED AND ADOPTED THIS 11th DAY OF JUNE, 2012

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

AND APPROVED BY THE MAYOR THIS 11th DAY OF JUNE, 2012

SIGNED: _____ ATTEST: _____

James L. Wilcox, Mayor

Julie Krueger, MMC, City Clerk

I certify that a Public Hearing before the City of The Dalles Budget Committee was held on April 30, 2012, and a Public Hearing was held before the City of The Dalles City Council on June 11, 2012, giving citizens an opportunity to comment on use of State Revenue Sharing.

CERTIFIED BY:

Julie Krueger, MMC, City Clerk



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 #
June 11, 2012	Public Hearings 11, B, 1	12-036

TO: Honorable Mayor and City Council

FROM: Kate Mast, Finance Director

THRU: Nolan K. Young, City Manager

DATE: May 23, 2012

ISSUE: Public Hearing to Receive Testimony Regarding the Approved 2012-2013 Fiscal Budget and Changes Proposed by Staff, and Resolution No. 12-009 Adopting the FY12/13 Budget for the City of The Dalles.

BACKGROUND: The City Budget Committee reviewed the proposed budget and approved the budget, with some changes, on April 30, 2012. The City Council will hold the required Public Hearing on June 11th. Oregon Budget Law allows a governing body, prior to final adoption, to make changes to a Fund approved by the Budget Committee in amounts up to \$5,000 or 10% of the operating portion of that Fund, whichever is greater. If the changes are greater than the limit allows, another Public Hearing must be held, with the required published notices, prior to adoption.

BUDGET IMPLICATIONS: Council approved the new Animal Control Program, including one half-time employee, at their meeting on May 14, 2012, which requires that a new Animal Control Department be added to the General Fund. The City Manager notified the Council via email on May 13, 2012, that the School District 21 Board failed to approve a motion to provide property to the City for the extension of E. 19th Street. The City Manager recommended reallocating the funds in the approved budget that were allocated to that project to other needs. Also, work on the Riverfront Trail to restore the tours of The Dalles Dam will not be completed until August requiring those funds to be included in the new budget. It has been determined that the Brewery Grade Crosswalks project will not be completed by June 30th, so \$28,500 must be rolled over into the Street Fund Beginning Balance and allocated to the Street Fund Capital Outlay line item to finish that project in July. And finally, the Building #2 Fascia and Doors project has been delayed, so \$38,245 should be rolled over into the Wastewater Fund Beginning Balance and then allocated to the Capital Outlay 'Buildings' line item. The changes related to these issues are as follows and have been included in the proposed adopting resolution.

001 General Fund			Approved Budget	Change	Amended Budget
	Description	Line Item #			
Exp	Pmt to Wasco Co for Animal Control	001-9500-490.80-05	70,000	(70,000)	-
Exp	Animal Control Dept	Personnel Category	-	28,176	28,176
	Animal Control Dept	Materials & Services	-	13,600	13,600
	Total Animal Control Dept				41,776
Exp	Contingency	001-9500-490.88-00	595,817	28,224	624,041
				Fund Net Change	-

013 Street / Bridge Replacement Fund			Approved Budget	Change	Amended Budget
	Description	Line Item #			
Exp	Capital Projects	013-1400-431.75-10	-	666,009	666,009
Exp	Transfer to Capital Projects Fund	013-9500-431.37-00	666,009	(666,009)	-
				Fund Net Change	-

036 Special Assessments Fund			Approved Budget	Change	Amended Budget
	Description	Line Item #			
Exp	Capital Projects LIDS	036-3600-419.75-10	556,035	45,456	601,491
Exp	Transfer to Capital Projects Fund	036-9500-419.81-37	45,456	(45,456)	-
				Fund Net Change	-

037 Capital Projects Fund			Approved Budget	Change	Amended Budget
	Description	Line Item #			
Rev	Transfer from Street/Bridge Rplc Fund	037-0000-391.13-00	666,009	(666,009)	-
	Transfer from Spcl Assessment Fund	037-0000-391.36-00	45,456	(45,456)	-
	Transfer from Water Cap Rsrv Fund	037-0000-391.53-00	35,550	(35,550)	-
Exp	East Port LID Capital Projects	037-4400-419.75-10	-	235,205	235,205
	Thompson/19th Street LID Project	037-4410-419.75-10	982,220	(982,220)	-
				Fund Net Change	(747,015)

053 Water Capital Reserve Fund			Approved Budget	Change	Amended Budget
	Description	Line Item #			
Exp	Capital Proejects	053-5300-410.75-10	268,451	35,550	304,001
Exp	Transfer to Capital Projects	053-9500-510.81-37	35,550	(35,550)	-
				Fund Net Change	-

018 Special Grants Fund			Approved Budget	Change	Amended Budget
	Description	Line Item #			
Rev	Beginning Balance	018-0000-300.00-00	3,490,819	309,200	3,800,019
Exp	The Dalles Dam Project	018-3300-415.75-10	20,000	309,200	329,200
				Fund Net Change	309,200

005 Street Fund			Approved Budget	Change	Amended Budget
	Description	Line Item #			
Rev	Beginning Balance	005-0000-300.00-00	391,115	28,500	419,615
Exp	The Dalles Dam Project	005-0500-431.75-10	349,629	28,500	378,129
				Fund Net Change	28,500

055 Wastewater Fund			Approved Budget	Change	Amended Budget
	Description	Line Item #			
Rev	Beginning Balance	055-0000-300.00-00	157,790	38,245	196,035
Exp	Capital Outlay - Buildings	055-5500-550.72-20	-	38,245	38,245
				Fund Net Change	38,245

Net Change to Total City Budget (371,070)

Another issue still to be considered by the Council, and not included in the proposed resolution, is the additional funds requested by the Fort Dalles Museum. The Museum has requested that both the County and the City increase their support to the Museum this year (copy of request attached). The City and County both had already included \$12,500 each for the Museum in their respective proposed budgets for FY12/13. The County has included the additional \$2,500 in their approved budget for FY12/13. If Council chooses to match this amount, it would add \$2,500 to the General Fund Council Department Contractual Services line item and decrease the General Fund Contingency by the same amount.

Finally, staff wishes to correct an error in the revenue line items of the 2009 FFCO Debt Service Fund 044. We had previously budgeted the payments from the Urban Renewal Agency in Principal and Interest revenue line items. The Auditors told us that should correctly be described as Urban Renewal Contributions in a different line item. We inadvertently budgeted the revenues in the proposed budget incorrectly and now must correct that error. This correction does not change the amount of revenues for that fund, nor does it affect the Budget Resolution being considered. However, since it is a change to the budget that was approved by the Budget Committee, it should be disclosed and approved by the City Council as a part of the adoption of the City Budget. The changes are shown below.

2009 FFCO DEBT SERVICE FUND 044

REVENUES

044-0000-300.00-00	BEGINNING BALANCE	✓	-	-	
004-0000-332.50-00	FROM URBAN RENEWAL		-	-	802,938
044-0000-361.00-00	INTEREST REVENUES		-	-	
044-0000-380.10-00	LOAN - PRINCIPAL (UR)		390,000	390,000	-
044-0000-380.20-00	LOAN - INTEREST (UR)		412,938	412,938	-
044-0000-391.36-00	FROM SPECIAL ASSESSMENT FUND		104,419	104,419	104,419
044-0000-391.53-00	FROM WA CAPITAL RESERVE FUND		33,119	33,119	33,119
044-0000-391.56-00	FROM SW SPECIAL RESERVE FUND		7,087	7,087	7,087
TOTAL FFCO 2009 DEBT SVC FUND REVENUES		✓	947,563	947,563	947,563

EXPENDITURES

044-4300-470.79-50	PRINCIPAL PMTS		460,000	460,000	460,000
044-4300-470.79-60	INTEREST PMTS		487,563	487,563	487,563
TOTAL DEBT SERVICE		✓	947,563	947,563	947,563
TOTAL 2009 FFCO DEBT SVC FUND EXPENSES		✓	947,563	947,563	947,563

2009 FFCO DEBT SVC FUND - REVENUES LESS EXPENSES		✓	-	-	-
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ALTERNATIVES:

- A. **Staff Recommendation:** Make two (2) motions:
1. *Move to approve the proposed changes to the budget approved by the Budget Committee, including (or except) \$ _____ additional funds to support the Fort Dalles Museum .*
 2. *Move to adopt Resolution No. 12-009 Adopting the Fiscal Year 2012-2013 Budget for the City of The Dalles, making Appropriations, Authorizing Expenditures, Levying Taxes, and Authorizing the City Manager to Take Such Action as Necessary to Carry Out the Adopted Budget.*
- B. City Council could elect to make more changes to the approved budget and direct staff to include those changes in the adopting resolution. If any such changes were to be greater than the limit allows, a second Public Hearing on June 25th would be required. In that case, the Council could move to approve those proposed changes to the budget that are within the \$5,000 or 10% limit, and to hold a public hearing on June 25, 2012, on the proposed changes that exceed that limit.

received
3/29/12

Fort Dalles Museum/Anderson Homestead
500 West 15th Street
The Dalles OR 97058

March 28, 2012

Mr. Nolan K. Young
City Manager
City of The Dalles
401 Court Street
The Dalles, OR 97058
nyoung@ci.the-dalles.or.us

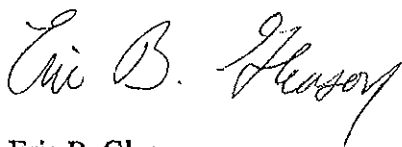
Dear Mr. Young

I am writing on behalf of The Fort Dalles/Anderson Homestead Museum as the President of its Board of Commissioners. As you know, this City of The Dalles and Wasco County operated facility is funded with a mix of public and private dollars. For more than a decade the City and County have each contributed a yearly amount of \$12,500 (for a total of \$25,000 per annum) towards the operations of the Museum. Staffing and operation costs have continued to rise over that time, and at this point the City and County contributions are now completely expended in staffing costs. We now rely on grants, contributions, shop sales, and admissions to cover all of the other costs of operating and maintaining the Museum, its outreach program, its collections and grounds. We rely on volunteer labor for extending the museum operating hours and for needed restoration projects.

The Museum is part of the mix of vital attractions in The Dalles. It is one of the main reasons that The Dalles is on the map. According to David R. Brauner, Ph.D, Department of Anthropology at Oregon State University, "The Surgeon's Quarters building is the finest example of mid-19th century military architecture in the state. This building is always included in any book on significant architecture in the State or region". The Museum is also the oldest historical Museum in the state (1905), and is a place that thousands of people come to visit every year.

It is getting more and more difficult to keep up with the costs of running this vital part of our community. We therefore formally request an enhancement to the City's yearly contribution of an additional \$5,000. We are simultaneously requesting a like amount from the County. With this contribution, we will be able to maintain our hours of operation, keep our current level of staffing, and address some of our maintenance deficiencies. We continue to apply for grants, and raise funds in order to improve the museum and expand its contribution to the community.

Sincerely,



Eric B. Gleason

RESOLUTION NO. 12-009

A RESOLUTION ADOPTING THE FISCAL YEAR 2012-2013 BUDGET FOR THE CITY OF THE DALLES, MAKING APPROPRIATIONS, AUTHORIZING EXPENDITURES, LEVYING TAXES, AND AUTHORIZING THE CITY MANAGER TO TAKE SUCH ACTION AS NECESSARY TO CARRY OUT THE ADOPTED BUDGET

WHEREAS, the City Budget Committee has reviewed and acted on the proposed City budget; and

WHEREAS, the Budget Committee, on June 30, 2012, approved and recommended a balanced budget to the City Council; and

WHEREAS, in accordance with State Law, the City held a Public Hearing on the approved budget on June 11, 2012; and

WHEREAS, the City Council has amended the budget previously approved by the Budget Committee, as permitted by ORS 294.435; and

WHEREAS, the City Council wishes to adopt the approved budget with amendments and carry out the programs identified in the budget;

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

Section 1. Clerical Changes. The City Council hereby authorizes City staff to make the necessary clerical changes to the amended budget.

Section 2. Adoption of the Budget. The City Council of the City of The Dalles, Oregon, hereby adopts the budget for Fiscal Year 2012-2013 in the total of \$50,075,610, now on file in the office of the City Finance Director.

Section 3. Setting Appropriations. The amounts for the Fiscal Year beginning July 1, 2012 and for the purposes shown are hereby appropriated as follows:

GENERAL FUND (001)

City Council	239,931
City Clerk	139,183
City Manager	296,376
Legal / Judicial	450,612
Finance / Utility Billing	512,325
Personnel	10,100
Community Development	556,398
Police	3,270,980
Technology	246,253
City Hall / Transportation Center	281,319
Code Enforcement	87,106
Animal Control	41,776

Special Payments	441,495
Interfund Transfers	157,525
Contingency	624,041
TOTAL GENERAL FUND (001) *	7,355,420
LIBRARY FUND (004)	
Personnel Services	622,786
Materials & Services	323,596
Capital Outlay	-
Interfund Transfers	37,570
Contingency	105,351
TOTAL LIBRARY FUND (004)	1,089,303
STREET FUND (005)	
Personnel Services	680,853
Materials & Services	513,110
Capital Outlay	388,129
Interfund Transfers	302,585
Contingency	48,573
TOTAL STREET FUND (005)	1,933,250
PUBLIC WORKS RESERVE FUND (009)	
Capital Outlay	279,737
TOTAL PUBLIC WORKS RESERVE FUND (009)	279,737
UNEMPLOYMENT RESERVE FUND (010)	
Personnel Services	46,394
TOTAL PUBLIC WORKS RESERVE FUND (010)	46,394
COMMUNITY BENEVOLENCE FUND - VIETNAM MEMORIAL (011)	
Materials & Services	11,425
TOTAL PUBLIC WORKS RESERVE FUND (011)	11,425
STREET & BRIDGE REPLACEMENT FUND (013)	
Capital Outlay	1,219,342
Interfund Transfers	-
TOTAL STREET & BRIDGE REPLACEMENT FUND (013)	1,219,342
SPECIAL GRANTS FUND (018)	
Materials & Services	140,000
Capital Outlay	8,821,464
Interfund Transfers	3,500
TOTAL SPECIAL PROJECTS FUND (018)	8,964,964

STATE OFFICE BUILDING FUND (021)

Personnel Services	54,406
Materials & Services	131,342
Contingency	6,775

TOTAL STATE OFFICE BUILDING FUND (021) 192,523

SPECIAL ASSESSMENTS FUND (036)

Materials & Services	22,000
Capital Outlay	601,491
Interfund Transfers	114,419

TOTAL SPECIAL ASSESSMENTS FUND (036) 737,910

CAPITAL PROJECTS FUND (037)

Materials & Services	5,000
Capital Outlay	548,182
Debt Service	79,997
Interfund Transfers	35,000

TOTAL CAPITAL PROJECTS FUND (037) 668,179

WATER REVENUE BOND FUND (041)

Debt Service	568,005
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TOTAL WATER REVENUE BOND FUND (041) 568,005

FFCO 2008 BOND FUND (043)

Debt Service	307,132
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TOTAL FFCO 2008 BOND FUND (043) 307,132

2009 FFCO BOND FUND (044)

Debt Service	947,563
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TOTAL 2009 FFCO BOND FUND (044) 947,563

WATER FUND (51)**WATER TREATMENT**

Personnel Services	774,084
Materials & Services	484,829

TOTAL WATER TREATMENT 1,258,913

WATER DISTRIBUTION

Personnel Services	1,131,656
Materials & Services	569,769

TOTAL WATER DISTRIBUTION 1,701,425

Capital Outlay	221,500
Special Payments	-
Interfund Transfers	1,544,488
Contingency	46,496

TOTAL WATER FUND (051) 4,772,822

WATER CAPITAL RESERVE FUND (053)		
Materials & Services		260,000
Capital Outlay		716,626
Debt Service		227,780
Interfund Transfers		601,124
Contingency		400,000
	TOTAL WATER CAPITAL RESERVE FUND (053)	2,205,530
WASTEWATER FUND (055)		
Personnel Services		1,103,496
Materials & Services		1,555,838
Capital Outlay		127,270
Interfund Transfers		2,279,817
Contingency		19,995
	TOTAL WASTEWATER FUND (055)	5,086,416
WASTEWATER CAPITAL RESERVE FUND (056)		
Materials & Services		-
Capital Outlay		1,927,562
Interfund Transfers		7,087
	TOTAL WASTEWATER CAPITAL RESERVE FUND (056)	1,934,649
SEWER PLANT CONSTRUCTION FUND (057)		
Materials & Services		107,000
Capital Outlay		3,964,282
Interfund Transfers		554,105
	TOTAL SEWER PLAN CONSTRUCTION FUND (057)	4,625,387
SEWER DEBT SERVICE FUND (058)		
Debt Service		554,105
Contingency		221,683
	TOTAL SEWER DEBT SERVICE FUND (058)	775,788
AIRPORT FUND (061)		
Materials & Services		619,254
Capital Outlay		4,066,725
Contingency		3,200
	TOTAL AIRPORT FUND (061)	4,689,179
AIRPORT DEBT SERVICE FUND (062)		
Debt Service		194,474
	TOTAL AIRPORT DEBT SERVICE FUND (062)	194,474
	TOTAL ALL FUNDS	48,605,392

TOTAL ALL FUNDS **48,605,392**

* An Unappropriated Ending Fund Balance has been set for the General Fund in the amount of: 768,902

** An Unappropriated Ending Fund Balance has been set for the Library Fund in the amount of: 701,316

TOTAL ADOPTED BUDGET **50,075,610**

Section 4. Authority of City Manager. The City Council hereby authorizes the City Manager to take such action as is necessary and consistent with State Statutes and City Ordinances, including, but not limited to, entering into contracts to carry out the programs, projects and services identified in the adopted budget.

Section 5. Imposing and Categorizing the Tax. The City Council of the City of The Dalles, Oregon, hereby imposes the taxes provided for in this adopted budget in the General Fund at the rate of \$3.0155 per \$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2012-2013 upon the assessed value of all taxable property within the City of The Dalles as of 12:01 AM, July 1, 2012.

	Subject to General Government Limitation	Excluded from Limitation
General Fund - Tax Base	\$ 2,795,311	0
Category Total	\$ 2,795,311	0
TOTAL TAX IMPOSED	\$ 3.0155 per 1,000 of assessed value	

Section 6. Certifying the Tax Levy. The City Finance Director shall certify to the County Clerk and County Assessor, the tax levy made by this Resolution, and shall file with them and to the State of Oregon, copies of the budget as finally adopted.

PASSED AND ADOPTED THIS 11th DAY OF JUNE, 2012

Voting Yes, Councilors: _____

Voting No, Councilors: _____

Absent, Councilors: _____

Abstaining, Councilors: _____

AND APPROVED BY THE MAYOR THIS 11th DAY OF JUNE, 2012

SIGNED:

ATTEST:

James L. Wilcox, Mayor

Julie Krueger, MMC, City Clerk



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1122
FAX: (541) 296-6906

AGENDA STAFF REPORT

CITY OF THE DALLES

MEETING DATE:	AGENDA LOCATION:	AGENDA REPORT #
June 11, 2012	Contract Review Board 12, A	12-041

TO: Honorable Mayor and City Council

FROM: AMI, Airport Managers

THRU: Nolan K. Young, City Manager *nyj*

DATE: May 30, 2012

ISSUE: Award of contract for construction of a Maintenance Hangar at The Dalles Airport.

RELATED CITY COUNCIL GOAL: None.

PREVIOUS AGENDA REPORT NUMBERS: None.

BACKGROUND: The Airport issued a RFP for a Maintenance Hangar to be located at The Dalles Airport. The proposed hangar will for the first time provide a heated space for the aircraft mechanic to work on aircraft during the colder months. The Hangar will also provide covered storage for aircraft based at the airport and those visiting. Three submittals were received in response to the RFP and were opened on May 8, 2012. Attached is a summary of the responses received for the hangar. The lowest bid was from Crestline Construction in the amount of \$289,504.00. Klickitat County is willing to provide a loan in the amount of \$250,000 for the construction of this maintenance hangar. The note for this hangar will be paid from lease payments from the hangar that AAE is currently leasing. The board of the Columbia Gorge Regional Airport met on May 18, 2012, and recommended to the City of The Dalles and Klickitat County to award the contract to Centrex Construction subject to the Airport staff negotiating with Centrex modifications to the hangar that will bring its construction cost within the available funds.

BUDGET IMPLICATIONS: The Airport has a loan from Klickitat County for this project in the amount of \$250,000 and had potential additional funding in its current budget.

ALTERNATIVES:

Staff Recommendation: *Move to approve awarding the construction of the Airport Maintenance Hangar to Centrex Construction subject to the project costs not exceeding the current funds available including the loan from Klickitat County.*



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481

BID OPENING

Contract or RFP: Maintenance Hangar - Airport
Date of Opening: 5-10-12 Time: 2:00 pm

ATTENDANCE

Julie Krueger, City Clerk

BIDDERS

+ Adds

<u>Hale Construction NW</u>	Amount: <u>357,380</u>	<u>401,250</u>
<u>Crestline Construction</u>	Amount: <u>339,227</u>	<u>451,677</u>
<u>Centrex Construction</u>	Amount: <u>289,504</u>	<u>373,310</u>
_____	Amount: _____	
_____	Amount: _____	



CITY of THE DALLES

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THE DALLES, OREGON 97058

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FAX (541) 296-6906

AGENDA STAFF REPORT
CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
June 11, 2012	Action Items 13, A	12-038

TO: Honorable Mayor and City Council

FROM: Kate Mast, Finance Director

THRU: Nolan K. Young, City Manager *ny*

DATE: May 29, 2012

ISSUE: Insurance Renewals for FY12/13 - Report by Jerry Frazier, Oregon Trail Insurance, LLC.

BACKGROUND: Jerry Frazier, Oregon Trail Insurance, LLC is the City's Agent of Record for Property, Auto, Liability, and Workers Compensation Insurance. Attached are two letters from him regarding our insurance renewal for general liability, auto and property. Jerry is recommending we stay with City County Insurance Service (CCIS). The total cost is \$202,571. The renewal invoice is attached so the Council may see the detail. The second letter is on worker's compensation. Jerry is recommending we continue with SAIF Corporation with a premium of \$198,896. Jerry will be at the meeting to answer questions on the renewal of those insurances for the upcoming fiscal year.

BUDGET IMPLICATIONS: The approved budget, which the Council will be considering for adoption at the June 11, 2012 Council meeting, contains sufficient funds for the renewal of these coverages.

ALTERNATIVES:

- A. **Staff Recommendation:** *Move to approve the renewal of the City's Insurance coverages as presented.*
- B. Council could decline to approve the proposed renewals and direct Mr. Frazier to pursue alternatives for coverage.



Oregon Trail Insurance, LLC

409 West Fourth Street
The Dalles OR 97058
541-296-2395 Tel
541-296-6143 Fax

May 25, 2012

Mr. Nolan Young, City Manager
City of The Dalles
313 Court Street
The Dalles, OR 97058

Re: Insurance Renewal Information - effective July 1, 2012

Dear Nolan,

Below I have listed several items relative to the July 1 insurance renewals. Documents are attached from City County Insurance Services (CIS) for the next policy year.

PROPERTY APPRAISAL: In late 2011 CIS provided City with an updated property appraisal for all properties having a value over \$100,000. This document forms the basis for the "guaranteed" replacement value for the items listed on the current property schedule (attached). The last appraisal was in 2007 by a different appraisal firm.

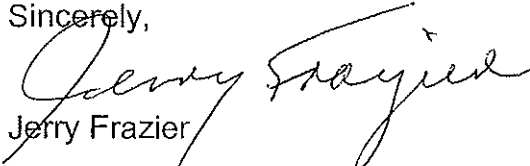
PREMIUM: Partially due to revised values on the property schedule along with other deletions/changes on property, auto, and equipment schedules and continued favorable insurance rates at CIS the premium this year has decreased to \$202,571. Premium credits of \$8,288 have been applied to arrive at this total cost from CIS.

CLAIM: During the current year there were only 6 claims filed with CIS creating a total claims paid amount of \$5,951. All claims are in a Closed status as of this date.

In examining the financial strength indicators used for insurance organizations CIS continues to have very adequate ratios and reserves. Because of the financial strength indicators, the loss control services provided, and the claims service at CIS we continue to recommend very highly the insurance program with CIS.

We look forward to a continued excellent working relationship with various members of city staff in servicing the insurance needs of City of The Dalles.

Sincerely,


Jerry Frazier

Property/Liability Renewal Invoice



citycounty insurance services

Member

City of The Dalles
313 Court St.
The Dalles, OR 97058

Agent

Oregon Trail Insurance
409 W 4th
The Dalles, OR 97058

Member Number	Effective Date	Termination Date	Invoice Date	Invoice Number
10212	7/1/2012	7/1/2013	5/23/2012	THD-I2012-00

Coverage	Description	Amount	Total Due
General Liability (Standard Plan)	Contribution	\$98,135.15	
	Multi-Line Credit	(\$2,944.05)	
	Bonus Program Credits (2)*	(\$1,962.70)	\$93,228.39
Auto Liability	Contribution	\$16,897.44	
	Multi-Line Credit	(\$506.92)	\$16,390.51
Auto Physical Damage	Contribution	\$12,421.34	
	Multi-Line Credit	(\$372.64)	\$12,048.70
Property	Contribution	\$83,405.52	
	Multi-Line Credit	(\$2,502.17)	\$80,903.35
Optional Excess Quake	Contribution	Not Purchased	\$0.00
Optional Excess Flood	Contribution	Not Purchased	\$0.00
Optional Excess Crime	Contribution	Not Purchased	\$0.00
Optional Excess Cyber Liability	Contribution	Not Purchased	\$0.00
Invoice Summary	Contribution	\$210,859.45	
	Multi-Line Credit	(\$6,325.78)	
	Bonus Program Credit	(\$1,962.70)	

* Each Bonus Program Credit equals 1% of GL Contribution, up to \$1,000.

Balances are due by 8/15/2012. Late fees will accrue thereafter.

Total Due: \$202,570.95

Total Due includes Agent compensation of \$21,085.94

Make Checks Payable To: CIS / 1212 Court St NE Salem, OR 97301

ACH direct payment is available. To utilize the service, an authorized person must submit an "Authorization Agreement for Direct Payments." Please request the agreement from accounting@cisoregon.org. After the signed agreement is submitted, payment is accomplished with an email request to CIS that includes the invoice number and payment amount. Payment requests and signed agreements are also submitted to accounting@cisoregon.org. Funds will be pulled on the last business day of each week. Please call Lee Ann at 503-763-3837 with questions.



Oregon Trail Insurance, LLC

409 West Fourth Street
The Dalles OR 97058
541-296-2395 Tel
541-296-6143 Fax

May 29, 2012

Mr. Nolan Young, City Manager
City of The Dalles
313 Court Street
The Dalles, OR 97058

Re: 2012 Saif Corporation Workers Compensation Renewal Proposal

Dear Nolan:

Enclosed please find the Renewal Proposal from Saif Corporation via Courtney Insurance Agency to be effective 7-01-2012. A few items to mention follow:

To elect coverage:

Sign and return the Notice of Election before the effective date of 07/01/2012.

Payment:

If City continues to elect the annual prepay discount (\$9,156) the premium of \$198,896 also needs to be returned before 07/01/2012.

Experience Modification Factor:

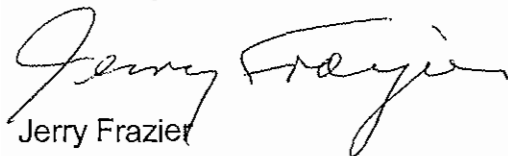
This factor has decreased to 1.40 for the coming year; down from 1.51 presently.

Rate Comparison to Current Year:

I have attached a sheet showing the rate changes by classification for the coming year. Even though several of the classifications had significant rate changes and the total payroll basis increased by 4.3% the final premium after application of the lowered experience modification factor increased only 7.4%.

I recommend continued coverage with Saif Corporation for the renewal year.

Yours truly,


Jerry Frazier

Encl.



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 #
June 11, 2012	Action Items 13, B	12-037

TO: Mayor and City Council

FROM: Nolan K. Young, City Manager *ny*

DATE: May 25, 2012

ISSUE: Request from Mid-Columbia Veteran's Association to extend lease with Wasco County for the Transportation Center

BACKGROUND: In December 2010, the City of The Dalles entered into a Lease Agreement with Wasco County for lease of the Transportation Center located at 201 East Federal Street. This lease was for the purpose of allowing the Mid-Columbia Veteran's Association to utilize the space for veteran's services. The County pays no monetary rent to the City for the lease, but did some initial improvements to the building and is responsible for the maintenance of the restrooms located in the building for use as public restrooms. Attached is a copy of the current lease.

At the Council meeting on February 13, 2012, representatives from the Mid-Columbia Veteran's Association gave a report to the Council on the use of the facility to date and made a request for a 15 year lease (copy of written presentation attached).

The current lease agreement has a term ending December 1, 2012. There is a provision in Section 24 that the lease will renew on an annual basis beginning December 1, 2012, unless a 60 written notice is given to the other party.

BUDGET IMPLICATIONS:

None, as no rent is paid.

COUNCIL ALTERNATIVES:

1. Staff recommendation: Agree to allow current lease for the Transportation Center with Wasco County to automatically extend to December 1, 2013.
2. Direct staff to begin negotiation with Wasco County for a longer lease.

LEASE

This Agreement of Lease made as of the 1st day of December, 2010 between the City of The Dalles, a municipal corporation of the State of Oregon, hereinafter referred to as City, and Wasco County, a municipal corporation and political subdivision of the State of Oregon, hereinafter referred to as County;

WITNESSETH:

WHEREAS, City owns the property commonly known as the Transportation Center located at 201 E. Federal, in The Dalles, Oregon; and

WHEREAS, City issued a Request for Proposals from interested persons and organizations setting forth the terms for a potential lease agreement of the Transportation Center; and

WHEREAS, on behalf of the Mid-Columbia Veterans' organization, County submitted a response to the City's Request for Proposals; and

WHEREAS, City and County have mutually agreed upon the terms of a lease for the Transportation Center based upon the response submitted by County;

NOW, THEREFORE, In consideration of the above stated facts and the mutual covenants and agreements contained herein, and other valuable consideration, the parties agree as follows:

AGREEMENT

Section 1. Lease of Facilities.

City leases to County and grants to Wasco County for Mid-Columbia Veterans' organization, its employees, agents, officers and clients the use of the entire area located within the Transportation Center measuring approximately 50 feet by 30 feet, which area is shown on the map attached as Exhibit "A".

Section 2. Term.

The initial term of the Agreement of Lease shall be from the 1st day of December, 2010, until the 1st day of December, 2012. City has agreed that representatives of the Wasco County for Mid-Columbia Veterans' organization may begin moving personal property into the leased premises prior to December 1, 2010. This Agreement shall thereafter be automatically renewed on an annual basis, subject to the right of termination by either party as set forth in Section 24.

Section 3. Rental.

County shall pay no monetary rent to City for this Lease. In lieu of rent, County has agreed that County will have the interior walls repainted and replace the existing carpet in the Transportation Center, and County will arrange to have the utilities placed in the name of County as set forth in Section 4 of this Lease. County will be responsible for the maintenance of the restroom located in the Transportation Center, including the costs of providing paper products and cleaning supplies for the restroom.

Section 4. Utilities.

County shall place all utility accounts in the name of County, and County shall be responsible for payment of the costs of all utilities for the leased premises.

Section 5. Uses of Premises.

County agrees to use the leased premises for the operation of a facility serving veterans. County has agreed to allow City to place a four foot by eight foot visitor kiosk in the foyer of the leased premises. Fifty percent of the space in the kiosk may be used for the display of brochures and information related to the activities and services of the Mid-Columbia Veterans' organization, and the remaining fifty percent of the space in the kiosk shall be used for the display of tourist related services. The Mid-Columbia Veterans' organization shall work with representatives of The Dalles Area Chamber of Commerce to facilitate placement of brochures and other information in the portion of the kiosk dedicated for tourism information. The restrooms in the Transportation Center will be posted with signs indicating they can be used by the public between 9:00 AM to 5:00 PM, Monday through Friday, except for holidays.

County also agrees the area consisting of the foyer in the leased premises will be available for use by representatives of The Dalles Chamber of Commerce and downtown merchants, on the day after Thanksgiving and every Saturday during the month of December, for Christmas and holiday-related activities. County and the Mid-Columbia Veterans' organization also agree they will work with representatives of The Dalles Chamber of Commerce and downtown merchants to provide access to the restrooms and the foyer in the leased premises for special events and activities in the downtown area.

County agrees to make no unlawful, improper or offensive use of the premises or to use the premises in such a manner as to constitute a nuisance to other tenants or the public, or for any purpose which would increase the fire hazard to the building, to the extent that fire insurance rates on the rented premises would increase.

Section 6. Remodeling and Repair.

County agrees to keep the premises in a neat, clean and proper condition at all times. City shall be responsible for repair and maintenance of the exterior of the Transportation Center building, and County will be responsible for repair and maintenance of the interior of the building. In the event County shall desire to renovate or remodel the premises or any part thereof, the same may be done by County only after first having obtained the express written consent of City and then only at the expense of County. County shall not permit any structural change or allow any changes to be made which will weaken the structure of the building in which the rented premises are located. Any remodeling or renovation of any kind and any maintenance and repair required to be performed by County shall not increase the fire hazard and shall conform with state laws, City ordinances and regulations and with rules of all political subdivisions, commissions, boards and agencies having authority over the premises in regard to safety, sanitation, fire protection and building requirements, and shall be constructed by licensed contractors.

Section 7. Assignment, Selling or Subletting.

County shall not assign, sell or transfer its interest in this agreement or sublet any part of the premises without first having obtained the express written consent of City, which consent shall not be unreasonably withheld by City. In the event County shall attempt to assign, sell or transfer its interest in this lease agreement or any part hereof, without having first obtained the express written consent of City, this agreement shall be null and void and City shall have an immediate right of entry.

Section 8. Hold Harmless and Indemnification.

County shall indemnify, defend, save, protect, and hold harmless City, its officers, agents and employees from any and all claims, costs, and liability, including reasonable attorneys' fees, for any damage, injury, or death, including without limitation all consequential damages from any cause whatsoever, to persons or property arising directly or indirectly from or connected with County's performance of their operations, the acts, errors or omissions of County, their agents, contractors, guests, or employees, or the use and possession of the premises, by County, or any sub-tenant, their agents, contractors, guests, or employees, save and except claims or litigation arising through (and only to the extent of) the sole negligence or sole willful misconduct of City, its agents, officers, or employees, and if required by City, will defend any such actions at the sole cost and expense of County.

Section 9. Insurance.

County shall maintain a policy of comprehensive premise liability insurance upon the leased premises, naming City as additional insured. The terms of such policy shall provide thirty (30) days notice to City prior to cancellation and shall be in the form of Comprehensive General Liability coverage and shall have combined single limit coverage of \$1,000,000 per occurrence. An original certificate showing coverage shall be presented to the City Attorney for approval, which approval may be withheld in the event that either the policy or the carrier are unsatisfactory to City. Failure of County to maintain an approved policy of insurance shall constitute a default under this agreement.

Section 10. Waiver of Subrogation.

Either party may insure the improvements on the leased premises as their interest may appear and for their separate insurable interest in whatever amount is desired against loss or damage or destruction by fire or other casualty without naming the other party as a named insured. Neither party shall be liable to the other for any loss or damage to the improvements caused by fire or any of the risks enumerated in a standard fire insurance policy with or without an extended coverage endorsement if such insurance was affordable at the time of such loss or damage. If requested by the other party, each party to this lease shall obtain from their respective fire insurance carriers, if issued, waivers of subrogation against the other party, and its agents, officers and employees.

Section 11. Access to Premises; Lessee Not to Commit Waste.

City and its agents may have free access to the premises at all times for the purposes of examining and inspecting the premises to ascertain whether covenants or agreements contained in this agreement are being performed by County. County shall not commit, or allow to be committed, any waste upon the premises, or any nuisance or other act or thing which may disturb the quiet enjoyment of the use of the Transportation Center or surrounding property. County shall at all times comply with all applicable laws, rules and regulations of federal, state or local governmental agencies.

Section 12. Damage or Destruction by Fire or Other Casualty.

In the event the Transportation Center shall be partially or wholly damaged by fire or other casualty, City shall have the option to either rebuild the structure, or terminate this lease agreement. In the event City elects to proceed with rebuilding the structure, City will use its best efforts to allow County to remain in the structure while the rebuilding is in progress. In the event

City elects to terminate the lease agreement, City shall provide notice of the termination to County within fourteen (14) days of the date the casualty occurred.

Section 13. Removal of Fixtures, Furniture and Equipment.

Upon termination of this agreement or during the term of this agreement, County shall have the right to remove all equipment, furniture and fixtures owned by County, which have not become attached to the leased premises. In the event County removes any said equipment, furniture or fixtures which County is empowered and entitled to remove and by such removal causes damage or injury to the leased premises, County agrees to repair the damages or injury immediately, at County's expense, and to restore the premises to as good a state or condition as the premises were at the beginning date of this agreement.

Section 14. Limitation of City's Responsibility.

City shall not be liable for any injury or damage of any kind to persons or property, including but not limited to County's equipment or property belonging to County's clients or customers, resulting from a condition of the premises created by an act or omission to act in regard to maintenance or repair of the leased premises. City shall not be responsible for any theft of or damage to equipment or personal property stored on the premises by County or Mid-Columbia Veterans' organizations clients or customers.

Section 15. Default.

If County breaches any of the covenants set forth in this agreement, then City may give thirty (30) days notice of intent to terminate the lease. If the default has not been cured within thirty (30) days after notice has been given to County, City may enter upon the premises and any part thereof, at its option, and repossess the premises. In case of a default, City may elect to use the remedy provided herein for repossession in addition to any other remedy provided by law. In the event it is necessary or desirable to institute a suit or action to enforce any of the covenants or provisions of this agreement, to affect reentry upon the premises let by City, County agrees to pay City its attorney fees and expenses in such suit or action. County agrees on the last day of occupancy, to peaceably and quietly surrender the premises to City in as good a state or condition as the same are now or hereafter may be put into, the reasonable use, wear and tear thereof, and damage by the elements excepted.

Section 16. Notices.

Any and all notices given under this Lease, or otherwise, may be served by enclosing the notice in a sealed envelope addressed to the party intended to receive the notice, at its address, and deposited in the United States Post Office as certified mail with postage prepaid. Unless otherwise provided in writing by the parties hereto, the address of City and County and the proper party to receive any such notices is set forth below:

CITY
City Manager
313 Court Street
The Dalles, OR 97058

COUNTY
Commission Chair
511 Washington
The Dalles, OR 97058

Section 17. Savings Clause.

In the event that any part of this agreement or application thereof shall be determined to be invalid by a court of competent jurisdiction such findings shall have no effect on the remaining portions of this lease.

Section 18. Mechanic's and Materialman's Liens.

Neither City nor County shall permit any mechanic's, materialman's, or other lien against the premises or the property of which the premises forms a part in connection with any labor, materials, or services furnished or claimed to have been furnished. If any such lien shall be filed against the premises or property of which the premises form a part, the party charged with causing the lien will cause the same to be discharged; provided, however, that either party may contest any such lien, so long as the enforcement thereof is stayed.

Section 19. Waiver.

The waiver by City of performance by County of any covenant, term, or condition of this lease shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition.

Section 20. Written Agreement.

Neither party has relied upon any promise or representation not contained in this lease. All previous conversations, negotiations, and understandings are of no further force or effect. This lease agreement may be modified only in writing signed by both parties. The headings of the paragraphs are for convenience only and are not part of this lease, nor shall they be considered in construing the intent of this lease agreement.

Section 21. Applicable Law.

This agreement shall be governed by the law of the State of Oregon.

Section 22. Quiet Enjoyment.

The City agrees that it will not interfere with County's quiet and peaceful enjoyment of the demised premises, or that of County's employees, agents, officers, or clients, subject, however, to the provisions hereof.

Section 23. Signs.

All signs erected, placed or maintained by County or the Mid-Columbia Veterans' organization or allowed to be erected, placed, or maintained by it, on the demised premises must be first approved by City and shall relate to the business conducted by the Mid-Columbia Veterans' organization on the demised premises. County and the Mid-Columbia Veterans' organization shall not place any sign on the demised premises in violation of any law or ordinance or rule of any governmental agency.

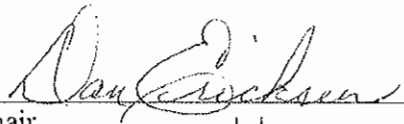
Section 24. Renewal.

It is understood and agreed that after the initial term of this Agreement of Lease, the agreement will be renewed on annual basis beginning with the lease term that will commence on December 1, 2012, unless either party provides written notice of intent to terminate the lease at

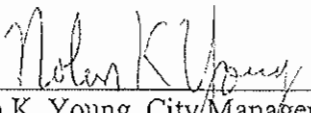
least sixty (60) days prior to the annual renewal date of December 1. Either party may terminate this lease at any time with written 90 day notice.

IN WITNESS WHEREOF, the parties have caused this Agreement of Lease to be executed by the appropriate officers acting pursuant to due authorization all of the day and year first above written.

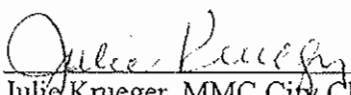
WASCO COUNTY, a municipal corporation and political subdivision of the State of Oregon

By 
Chair

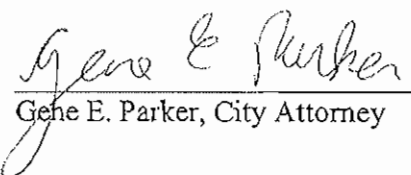
CITY OF THE DALLES, a municipal corporation of the State of Oregon

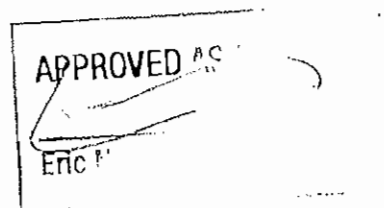

Nolan K. Young, City Manager

Attest:


Julie Krueger, MMC City Clerk

Approved as to form:


Gene E. Parker, City Attorney



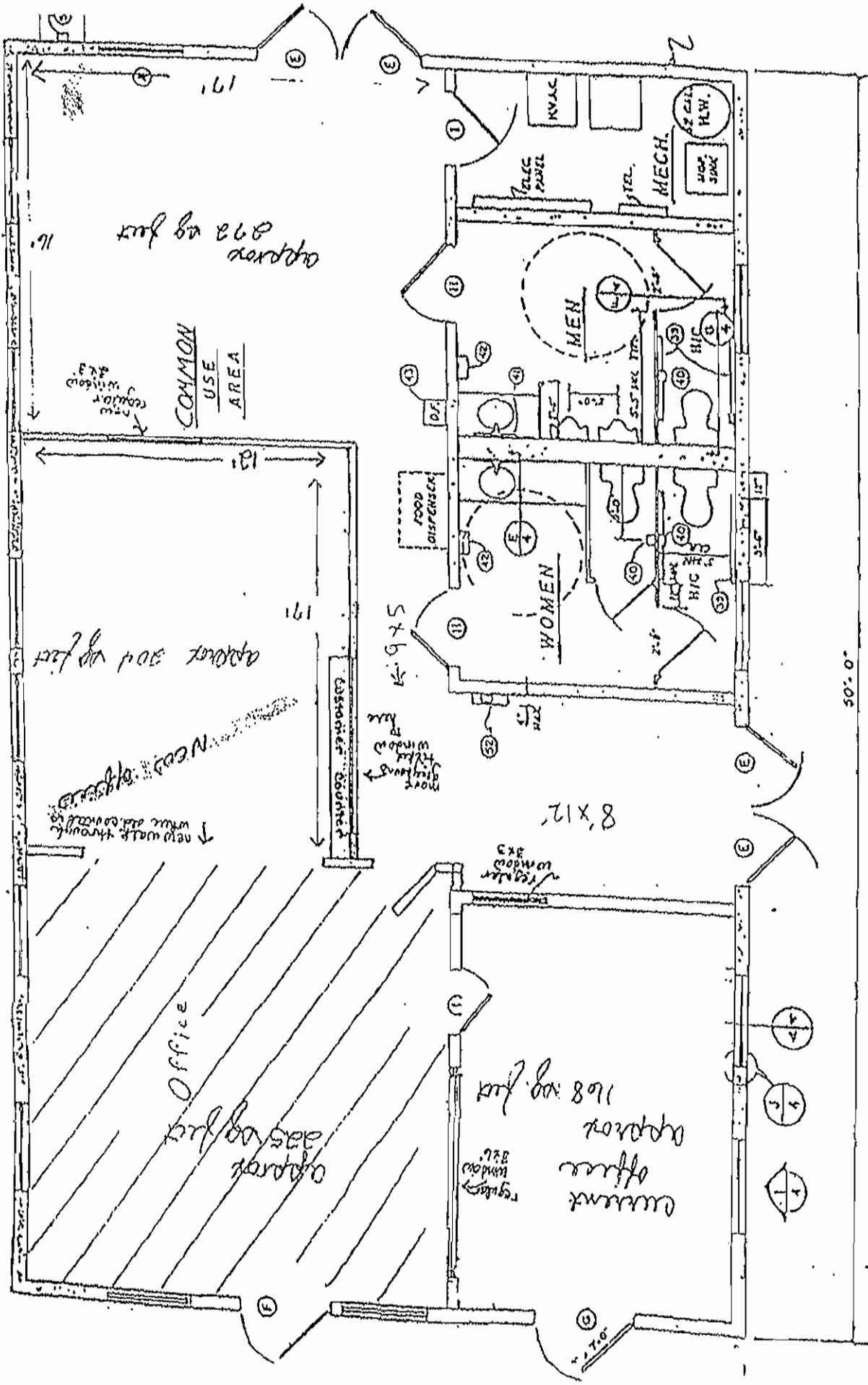


EXHIBIT "A"

FLOOR PLAN

Update from Wasco County Veteran's Advisory Committee

Steve Lawrence, Chair of the Wasco County Veteran's Committee, provided a report to the City Council highlighting the success of the Veteran's Service Office. He thanked the City for providing the use of the Transportation Center building to house the offices, saying with the additional space, they were able to expand their programs, which was a great service to the local veterans. Lawrence provided statistics, noting the office served approximately 2,848 veterans and family members. He said there were 25 volunteers, providing an average of 248 hours per month and noted the average monthly appointments and walk-in customers totaled 249.

Lawrence noted an increasing work load due to increasing death claims of Vietnam veterans and new veterans now returning from Afghanistan. He emphasized the importance of serving the veterans and said a lot of revenue was brought into the County by assisting the veterans in receiving their compensation and pensions.

Lawrence requested the City renew the lease with Wasco County for the Veteran's Service Office for an additional 15 years to provide for stability for the office and local veterans. He said if there were discussions regarding the building, he hoped the veteran's group would be included.

Al Vaughn, Vietnam Veteran, said he had not been able to get assistance until this office opened and he greatly appreciated everything that had been done to help him. He asked the City to keep the facility operating and thanked all veterans for their service to the country.

Ruth Otto said she was the widow and daughter of veterans. She said she had moved to The Dalles to assist her parents when her husband passed away and said she would not have survived without the assistance of the Veteran's Service Office. Mrs. Otto said she had since become a volunteer due to the positive experience she had.

Mr. Lawrence said he was not opposed to continuing Greyhound bus service from the location because it actually helped the Veteran's Service Office to locate homeless veterans and to help others with transportation issues. He noted the County would be interviewing this week to fill the Veteran's Service Officer position.

AUDIENCE PARTICIPATION

Rod Runyon, representing the Patriot Guard, reported that the group had stood guard at the burial of former Mayor Jack Howe as he was laid to rest today. He said the memorial service would be conducted in two weeks, but thought the City Council should know that today was the day he was laid to rest.

Marilyn Clifford, PO Box 269, The Dalles, addressed the Council regarding yard sale signs, saying she had volunteered to pick up the signs last year but it had not been welcomed. She said it was frustrating to have signs picked up by Codes Enforcement prior to sales and said she hoped the City would install bulletin boards for people to post their signs.

City Attorney Parker said the sign ordinance amendments would be discussed by the Planning Commission at their March 15th meeting and the Council would consider the proposal at their March 26th meeting.

John Nelson, 524 West Third Place, The Dalles, asked if the Council had taken any action to address the concern regarding coal trains in the Columbia River Gorge. He said he had attended a meeting in Bingen to gather additional information.

Councilor Ahier said he had been contacted with an offer to provide information to the City Council. Councilor Spatz said he was still interested in getting more information about the issue.

VETERAN'S REPORT ON SUCCESS OF VETERAN SERVICE OFFICE

February 13, 2012

One year ago, The Dalles City Council took one of the most important steps for veterans in Wasco County and the surrounding area in recent history. At the request of veterans, you agreed to lease the vacant Transportation Building to Wasco County so that it could locate the Veteran Service Office there, in the middle of town. This council could not have made a better investment.

The Wasco County Veterans Service Office serves approximately 2,848+ veterans (2011 census not in yet) plus family members and dependents from Wasco County alone. In addition, Wasco County currently shares the service officer's time with Hood River County's 1,419+ veterans plus their dependents. Currently, 16.5% of the total number of veteran appointments are Washington residents since there are no service officers in either Skamania or Klickitat counties. Those two counties have a total of 3,500 veterans, most of whom go into Vancouver, however, we get a significant number and no veteran is turned away. As a result, Klickitat has committed \$20,000 to our budget and is promising more, up to \$50,000.

From the beginning, Wasco County has been a wonderful partner in this new venture. They were not only willing to enter into the lease with the City of The Dalles but they installed new carpeting, painted the interior, installed blinds and made electrical and water changes to accommodate the number of people who would be using the facility. They installed \$5,500 worth of internet connections

and provided office and computer equipment far beyond what was previously used in the old location. They placed a prominent sign on the front of the building and veterans are currently raising funds to install a new, stronger flag pole that will allow placement of a POW/MIA flag and will be capable of dropping the flags to half mast on required occasions.

To remind the council, before the VSO moved into this new location, the office was located on the East end of town beyond Les Schwab Tire, in a one room office with a small waiting room, no bathroom of its own, little privacy and no area for volunteers or work study students to help process claims and answer questions. It was only open two to three days a week.

This move into the Transportation Building has changed everything. We have office space for volunteers and work study students. The VSO has a private office for processing claims and protecting the veteran or dependent's privacy. We have a conference area for volunteer training, which is also used by the new Widows Support Group and the new Home Fires Burning group, organized to support families of deployed soldiers, returning soldiers and help with family related issues. The office is now open five days a week from 9 to 5 and the reception area is a welcoming area where veterans feel listened to and where they can walk in at any time and get answers to their questions. We are repeatedly told how much this building and the setting is appreciated by veterans.

The office relies on a total of 25 volunteers, 19 of who pull regular shifts. They have provided an average of 248+ hours a month for a total of 2,237 hours over the last nine months. This has been needed to handle the increasing volume of claims and requested assistance. Through the end of 2011, the average monthly appointments and walk-ins was 249. Last month, there were 224 appointments and walk-ins, 266 phone calls and the 19 volunteers gave a whopping 739 hours. Volunteers have undergone training provided by Oregon Department of Veteran Affairs and the quality and success of their work has been noted around the state.

The work load is increasing and with the return of local area reservists from Afghanistan and increasing death claims of Vietnam veterans, we know the demand will continue to increase substantially. In addition, many files in the office demonstrate inaccurate or low determinations of disability claims. Most of these will require review. When that has occurred in the past, the VSO has increased benefits for many. We have recently asked Wasco County to fund a full time VSO position, allowing Hood River to hire its own separate employee.

The VA has identified three new priorities: women veterans, aged veterans and homeless veterans. It has launched programs to solve these issues including declaring that its goal is to find all homeless veterans and provide lodging for them within 5 years. These lofty goals will severely impact veteran service officers. There are approximately 200 women veterans in Wasco County alone. In addition, Vietnam veterans are dying at an alarming rate and death claims

are some of the most time consuming. Instead of the estimated 4 to 5 death claims a month, our service officer sometimes has 4 to 5 in a week. Due to the increased advocacy of Wasco County veterans, the local VA clinic next to the Veteran's Home, which was only staffed a few days a month by one doctor, is expanding and will soon have two full time doctors plus staff. This is necessary to handle the increased medical needs of aging and returning veterans. Finally, homeless veterans require extensive outreach and often times do not want to be found. A Stand Down is being discussed for next summer to bring information to homeless veterans who, it is estimated, number around 60 in Wasco County.

Let me give you some of the most important numbers:

There were 1,453 interviews in 9 months, an average of 484 @ quarter.

What is significant is how this has grown with our ability to handle calls and walk ins. From 116 to 292 to 1055 in succeeding quarters. Back in 2009, the average was 169.4 per quarter. That was a period when we went through 3 VSOs in two years as a result of their being overwhelmed by the work load.

Most important is the money brought into the community. By comparison, Tillamook has 2,772 veterans but employs two VSO positions.

2009	Tillamook	(C&P)	\$8,440,000
	Wasco	(C&P)	\$5,931,000
2010	Tillamook	(C&P)	\$9,738,000
	Wasco	(C&P)	\$6,660,000

As you can see, we are probably missing two to three million dollars in pension and compensation benefits which would come directly into the local economy. Our goal is to conduct outreach and to develop those claims. We do not know the total compensation and pension received for 2011 yet but we do know that veterans received in the first nine months, as a direct result of our VSO office, \$292,000 in first time lump sum payments alone. Many began to receive C&P payments plus medical benefits, up to as much as \$2,800 each month. Where full disability is granted, spouses also receive medical coverage. The numbers for 2011 will be available in March.

During the same period of time, 121 separate health care applications were submitted. Our VSO has assisted 16 returning Afghanistan veterans with applications for benefits and 9 with schooling. We know that PTSD claims and closed head injury claims on returning Iraq and Afghanistan veterans will be significant. An average of 18 veterans commit suicide in this country every day and the unemployment rate for Iraq and Afghanistan veterans is 15%.

In 2010, when we hired Les Logsdon and asked for the Transportation Building to house the VSO, the following was true:

- A. The VSO could not keep up
- B. The VSO was drowning in paper work
- C. The back log of phone calls and veterans wanting appointments was huge
- D. There was little or no privacy

- E. There was no room for volunteers
- F. There was no room for work study veteran assistants
- G. No readily available bathrooms
- H. Location was out east of town in county building
- I. Only open 2-3 days a week.

Now, as a result of organization and this central location, there is:

- A. Management of all calls and walks-ins 5 days a week
- B. Paperwork is expedited
- C. Calls are returned and appointments made
- D. Privacy is well maintained
- E. Volunteers sign confidentiality papers (thanks to Jean Maxwell and Tyler Stone)
- F. Volunteers man the front office and meet regularly
- G. We have bathrooms
- H. We are centrally located-one of the best things done in Wasco County for veterans and we hope to stay there for many years
- I. We have a presence five days per week.

On behalf of all veterans, we are asking for this Council to renew the lease with Wasco County for an additional fifteen (15) years, reviewable in five year increments. Mayor Wilcox, Nolan Young and Dan Durrow, on more than one occasion, have all indicated that conversations are occurring which might effect the

veterans continued use of this building. There is talk of a parking structure near by which might also have such an effect. The Transportation Building was built with volunteer money and labor. It was built with the promise it would always be used for public good. Please do not consider taking this building away from the veterans. If there are on going discussions which might result in our loss of the use of this building, please make those discussions public and include the veterans. We have a stake in the future of providing quality services to veterans and we have a stake in staying in this building at this location.

Two additional speakers: Ruth Otto, a veteran's widow and Al Vaughn, a veteran.

Please give this request, which comes from the Wasco County Veterans Advisory Committee, the Ad Hoc Veterans group and the extended veteran community in Wasco County your strongest consideration.

Respectfully Submitted

Stephen Lawrence, Chair

Wasco County Veteran Advisory Committee

**Wasco County Veterans' Services Office
Appointments and Walk-Ins -- 2011**

(Records were not kept for January thru March.)

April	360
May	278
June	269
July	238
August	249
September	241
October	198
November	209
December	195

Total 2,237

$$2,237/9 = 248.6$$

Average monthly appointments & walk-ins -- 249

Wasco County Veterans' Services Office
RECORD OF VOLUNTEER HOURS - 2011

NAME	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	Total Individual Hours
BLOCK, Janet	0	0	0	0	0	8	21	20	16	16	12	12	105
BURRIS, Jim	0	0	0	0	0	0	0	0	0	56	156	160	372
CHAPMAN, Dixie	0	0	0	33	32	32	8	32	40	32	32	18	259
CLARK, Loren	0	0	0	0	4	20	8	12	16	8	4	22	94
COMBS, Patricia	0	0	0	33	36	28	24	24	28	28	20	26	247
CROOK, Herb	0	0	0	0	0	0	0	0	0	0	8	0	8
DAVIS, Victoria	0	0	0	0	0	0	0	0	0	7	0	10	17
DOWD, James	0	0	0	0	0	0	0	8	10	4	0	0	22
GLANDEN, Linda	0	0	0	2	0	0	0	0	4	0	0	4	10
GUSTAFSON, LaVern	0	0	0	0	4	16	12	12	16	20	21	8	109
JONES, Russell	0	0	0	0	0	0	0	0	22	168	144	176	510
LAWRENCE, Donna	0	0	0	0	16	12	12	11	0	0	3	0	54
LAWRENCE, Stephen	0	0	0	0	12	12	8	15	12	8	12	16	95
MARTIN, Kathleen	0	0	0	0	0	0	0	5	16	12	0	0	33
MARTIN, Shirley	0	0	0	0	0	0	0	3	0	2	0	0	5
MAXWELL, N. Jean	0	50	60	105	60	54	65	62	34	65	45	71	671
MAXWELL, Robert	0	0	0	2	4	0	2	2	0	4	1	2	17
RAMEY, Amanda	0	0	0	0	0	0	0	0	0	9	5	0	14
RUNYON, Rod	0	0	0	11	12	12	12	21	4	16	12	10	110
STACE, M. Carol	0	0	0	0	16	11	0	0	0	0	0	0	27
STACE, Derald	0	0	0	0	16	11	0	0	0	0	0	0	27
TUTTLE, Beverly	0	0	0	0	0	0	0	5	11	4	4	0	24
WATERBURY, Jean	0	0	0	0	0	12	0	0	0	0	0	0	12
WOOD, Karen	0	0	0	0	0	8	0	0	0	0	0	0	8
TOTALS HOURS	0	50	60	186	212	236	172	232	229	459	479	535	2850

Submitted by: Jean Maxwell, Volunteer Coordinator



CITY of THE DALLES
313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481
FAX (541) 296-8906

AGENDA STAFF REPORT CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
June 11, 2012	Action Items 13, C	12-016

TO: Honorable Mayor and City Council

FROM: Julie Krueger, MMC, City Clerk

THROUGH: Nolan K. Young, City Manager *NKY*

DATE: May 30, 2012

ISSUE: Recommendation Regarding Garbage Service Level.

BACKGROUND: At the February 27 Council meeting, information was provided regarding a proposal for changing garbage service. The Dalles Disposal has the ability to provide a service that would include weekly trash pickup and bi-weekly pick up of recycle and yard debris. Each customer would be provided with three separate collection carts. Recycle and yard debris carts would be picked up on alternating weeks.

Staff has met with Wasco County regarding extending the City's burn restrictions to the urban growth boundary. It is unknown whether they will proceed with the proposal. At this time, staff is recommending to implement the new garbage service only within the city limits.

Council consensus is needed in order to formally request a new rate structure and change in service level. If Council concurs with the recommendation, The Dalles Disposal will be asked to create the proposed service and rate structure, which would then be brought back for Council approval.

Currently, there are 3,204 trash and 328 yard debris subscriptions in the city limits. Based on current service levels, the *estimated* cost for the new program would be approximately \$22 to \$29 per month, depending on service desired. That price could be slightly reduced by customers using a smaller trash cart to keep the monthly cost about the same as current service for the large cart. Every subscriber for garbage service would have all three bins. It would not be a program where customers could choose from a menu of options.

To help address a phase out period for burn barrels, The Dalles Disposal is willing to provide a community program for disposal of the empty burn barrels. They are also investigating the possibility of providing a free collection site for document shredding for residential customers.

BUDGET IMPLICATIONS: None at this time. When The Dalles Disposal has direction from the City, they will develop a rate plan and that will need to be approved by the City Council prior to implementation of the new service.

COUNCIL ALTERNATIVES:

1. Staff Recommendation: *Direct staff to work with The Dalles Disposal to provide a rate plan, including an option for weekly or less frequent pick up of the garbage container; bi-weekly pick up of recycle and yard debris containers; options for various sizes of garbage containers; and an incentive program for turning in burn barrels.*
2. Direct staff to develop alternatives to the proposal.



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 #
June 11, 2012	Action Items 13, D	127039

TO: Mayor and City Council

FROM: Nolan K. Young, City Manager *NKY*

DATE: May 25, 2012

ISSUE: La Clinica Del Carino Family Health Care for reduction of SDC fees for the new facility at 1040 Webber Street in The Dalles.

BACKGROUND: La Clinica is preparing to construct a new 20,000 square foot facility at 1040 Webber Street to replace their current 5,000 square foot facility that has been open since 2003. Attached is a letter requesting a reduction in System Development Fees for this nonprofit organization. The letter also identifies the benefits that they provide to the community.

Section 12 G of the System Development Charge Ordinance (excerpt attached) allows nonprofit organizations to request up to a 50% credit of SDC's. In this case La Clinia already qualifies for 50% waiver of transportation SDC's because they are an existing business changing locations within the City. And therefore are requesting waiver for water, sewer SDC's. Also under existing ordinance, La Clinica is eligible for a 1% reduction in water and sewer SDC's for each new job created up to a 50% reduction (see Section F). They anticipate 24 new jobs in one year and almost 44 in four years.

When determining to approve the credit Council should consider public benefit. Based on the community benefit of this organization we are recommending that the Council approve the 50% waiver, including (not in addition to) any other waiver or credit.

BUDGET IMPLICATIONS:

The new facilities total SDC's as summarized below is \$149,466. The total credit (not including transportation) would be \$\$43,212.

Water SDC: \$16,219

Sewer SDC: \$26,835
Storm Sewer SDC: \$43,370
Transportation SDC: \$63,042 (\$126,084 x 50%)

COUNCIL ALTERNATIVES:

1. Staff recommendation: Approve a 50% credit of SDC's for La Clinica including any credits for job creation.
2. Approve a lesser amount of waiver.
3. Deny the request for SDC waiver.

Section 12. Credits.

- F. Any non-residential development which results in the creation of new and permanent full-time equivalent jobs, shall be entitled to receive a credit toward the applicable system development charge, which credit shall be calculated at the rate of one percent (1 %) for each new, permanent full-time equivalent position created by the development. Eligibility for this credit shall be subject to verification by the Finance Director within twelve (12) months of occupancy or start-up of the development. Only non-residential development occurring upon property located within the City limits shall be eligible for this credit.

- G. The City Council shall have the right to grant a credit not to exceed fifty percent (50%) of the applicable system development charge, for any development project submitted by a nonprofit corporation or any agency or subdivision of the federal, state or local government. Only development occurring upon property located within the City limits shall be eligible for this credit.

