

**AGENDA**

**REGULAR CITY COUNCIL MEETING**

February 24, 2014

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. Historic Landmarks Commission Annual Report [**Agenda Staff Report #14-013**]
6. AUDIENCE PARTICIPATION
7. CITY MANAGER REPORT
8. CITY ATTORNEY REPORT
9. CITY COUNCIL REPORTS
  - A. Approval of 2014 City Council Goals [**Agenda Staff Report #14-014**]
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**

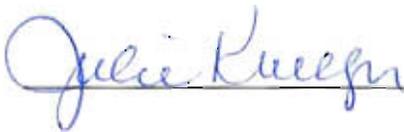
*"By working together, we will provide services that enhance the vitality of The Dalles"*

- A. Approval of February 10, 2014 Regular City Council Meeting Minutes
  - B. Approval of February 3, 2014 Goal Setting Minutes
  - C. Approval to Declare Public Works Department Equipment as Surplus Property
11. CONTRACT REVIEW BOARD ACTIONS
- A. Authorization to Purchase New Sanitary Sewer Sludge Truck [**Agenda Staff Report #14-012**]
12. ACTION ITEMS
- A. Resolution No. 14-007 Assessing the Real Property Located at 922 East Ninth Street for the Cost of Abatement of Junk and Hazardous Vegetation [**Agenda Staff Report #14-015**]
13. ADJOURNMENT

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**This meeting conducted in a handicap accessible room.**

Prepared by/  
Julie Krueger, MMC  
City Clerk

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## CITY of THE DALLES

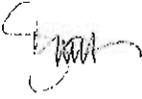
313 COURT STREET  
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125  
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Planning Department

# AGENDA STAFF REPORT

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
February 24, 2014	Presentations 5, A	14-013

**TO:** Honorable Mayor and City Council

**FROM:** Dawn Marie Hert, Senior Planner &  
Historic Landmarks Commission Coordinator 

**THRU:** Nolan Young, City Manager 

**DATE:** February 11, 2014

**ISSUE:** 2013 Annual Report of the Historic Landmarks Commission.

**SYNOPSIS:** The Dalles Historical Landmark Commission is pleased to present its annual report to City Council. The year 2013 was the City's twentieth year as a Certified Local Government.

Attached is a copy of the Historic Landmarks Commission 2013 Annual Report to City Council.

**BUDGET IMPLICATIONS:** Yet to be determined. Many of the Historic Landmarks Commission goals will require budgeted monies. Staff will be making suggestions in the current fiscal year budget process. Grant monies that can be applied for to meet these goals generally require a 50% match. The goals that do not qualify for grants will require full funding from the City's budget.

# City of The Dalles Historic Landmarks Commission 2013

## Annual Report To City Council

The following activities and accomplishments of The Dalles Historic Landmarks Commission are presented for the City Council's review as required annually by General Ordinance No. 94-1194.

**2012-2013 Historic Preservation Funds** The City of The Dalles received two separate grants from the State Historic Preservation Office (SHPO) for the 2012-13 fiscal years. The grants run for 18 months and overlap the City's fiscal years:

A grant in the amount of \$3,000 was received and used to help fund our Certified Local Government Program, which includes staff time and assistance to The Dalles Historic Landmarks Commission. The administration of this program is vital to the continued success of this Certified Local Government. Additionally, staff provides assistance to the general public by answering questions about our ordinances as well as providing assistance for people making application to the Historic Landmarks Commission.

A grant in the amount of \$11,500 was received to be used to fund the design, fabrication and installation of three double faced Interpretive Panels. This project is near completion with the installation of the panels and an additional directional sign being completed in the coming weeks.

**2013 Commission Goals** Due to limited funding, a majority of the short-term and long-term goals for the HLC were not met. Monies were only budgeted as match this past fiscal year for a few goals.

The short-term goals that were met, or are in the process of being met, are as follows:

- Encourage Historic Designs for Downtown to aid in historic background research and support Main Street programs.

The Commission and staff continue to assist property owners that are researching historic building types and designs. Our community is very fortunate to have a number of historic groups that have access to historic photos and information. The Commission hopes to expand this program in the future to provide for additional design assistance.

- Encourage restoration of the Pioneer Cemetery and establish an inventory link/listing on the City's website.

This goal is in the process of being met with our Pioneer Cemetery Preservation Plan being implemented. With continued grant assistance from the OCHC and SHPO, we hope to continue with the projects at the cemetery. The Commission plans to keep the goal for the years to come for the continued maintenance and preservation of our historic Pioneer Cemetery. Budgeted monies and support from the City Council has continued to help with preservation and maintenance of this local landmark. The HLC is nearing application completion and submittal for an Oregon Commission on Historic Cemeteries for a gravestone repair workshop.

- Establish a Historic Resource Center/Site i.e.: Historic Links on City Webpage.

This goal is continually in the process of being met. Links have been provided on various websites and are included as QR Codes on our new Interpretation Panels. Staff will continue working with other agencies that work with historic resources and information.

- Actively support Historic The Dalles Days.

This goal has been, and will continue to be, added as a goal for the Historic Landmarks Commission. Combining the Historic Days and Fort Dalles Rodeo seems to be a great fit for our community. The City Hall Fire Bay Museum is open during all major festivities in our downtown.

- Encourage the restoration of the Waldron Drug/Gitchell Building.

This goal is on target with the continued work on the First Street Pedestrian Underpass and Plaza project. Staff has met/talked recently with individuals that were looking at the building for a commercial use.

The long-term goals that were met, or are in the process of being met, are as follows:

- Encourage preservation and restoration of City Hall.

This long-term goal has continued over the years.

- Maintaining CLG status.

This long-term goal has continued to be met. Assistance for the CLG is made possible with the semi-annual matching grant from the SHPO for operating funds.

- Continue to supply information on Historic Open Houses and encourage Open House visits during Historic Fort Dalles Days.

This long-term goal has continued to be met. Owners of landmarks have been positive about continuing the Open Houses during Fort Dalles Days.

- Support and encourage the Fort Dalles Museum and Historic Vehicle Storage Display Building.

This long-term goal has continued over the years.

**2014 Commission Goals** The Historic Landmarks Commission adopted new goals for 2013 at the first meeting of the 2013 year. The following are the new 2014 Historic Landmarks Commission goals:

**Short Term Goals**

- Assist in saving and completing the Lewis and Clark Memorial and pursue a local landmark status.
- Encourage Historic Designs for Downtown to aid in historic background research and support Main Street programs.
- Encourage continued restoration and preservation of the Pioneer Cemetery and establish an inventory link/listing on the City's website.
- Provide educational assistance to help individual restorers by setting up a SHPO special assessment and other historic preservation workshops.

- Update and maintain a Historic Resource Center/Site i.e.: historic group links on the City website.
- Pursue a SHPO grant to expand City's historic resources such as designating other qualified areas as National Historic Districts; specifically the East Gateway, The Dalles Bluff, 4<sup>th</sup> Street, and E. 8<sup>th</sup> Street.
- Actively support historic Fort Dalles Days.
- Support, encourage and advocate the preservation and continued use of The Dalles High School and Colonel Wright Elementary School.
- Encourage restoration and use of the Waldron Drug/Gitchell Building.
- Encourage the City pursuing ownership of the Lewis and Clark Rock Fort and its preservation through maintenance.
- Encourage the collection and preservation of oral history of the local area.

### **Long Term Goals**

- Encourage preservation and restoration of City Hall.
- Maintain Certified Local Government status.
- Support Civic Building restoration.
- Continue to encourage Open House visits during historic Fort Dalles Days.
- Continue to assist with historic plaque costs and availability.
- Support and encourage the Fort Dalles Museum and Historic Vehicle Storage Display Building.
- Update Historic Inventories and encourage new nominations to local and national registry districts.
- Update Historic Ordinance.

**Administration and Public Assistance** Both administration and public assistance continued to be vital activities during 2013. Seven Historic Landmarks Commission meetings were held in the year 2013. Five applications were reviewed: The Dalles Art Center Restoration, The Dalles Mural Society Lighting of 4 murals, The Fort Dalles Museum gutter installation, Eric Gleason's request to save and landmark the Lewis and Clark Monument, and Window replacement and restoration at the Church of Christ Congregational Church. There were also several requests for minor alterations to historic structures that were reviewed at the staff level. Minor alterations include the addition and placement of signs, repainting historic structures and emergency-type repairs.

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

<b>MEETING DATE</b>	<b>AGENDA LOCATION</b>	<b>AGENDA REPORT #</b>
February 24, 2014	City Council Reports	14-014

**TO:** Honorable Mayor and City Council**FROM:** Nolan K. Young, City Manager *ny***DATE:** February 12, 2014**ISSUE:** Approval of 2014 City Council Goals.**BACKGROUND:** The City Council met on February 3, 2014 to develop their goals for the 2014-15 fiscal year. The 2014 Goals and Objectives are attached for review and approval by City Council.

Please review the goals and objectives and be prepared to discuss any changes you may wish to make as to the priority of the Tier I Objectives and placement of objectives in Tier II and III.

**BUDGET IMPLICATIONS:** None.**ALTERNATIVES:**

- A. Staff Recommendation: *Move to adopt the 2014-15 City Council Goals.*
- B. Make revisions to the goals and objectives and direct staff to bring back for adoption at a future meeting.
- C. Place the item for additional discussion at a later Council meeting.

**2014-15 CITY COUNCIL GOALS**  
(with all objectives)

**GOAL 1.** Provide Public Works infrastructure that will ensure safe and well maintained streets and reliable utility systems for the citizens of The Dalles.

**OBJECTIVES**

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Continue environmental work for increasing capacity of Crow Creek Dam and Dog River water line replacement in two to three years.
- B. Develop plan for intersection of East 10<sup>th</sup>, Thompson and Old Dufur Road.
- C. Complete Design and begin construction of Phase I improvements under the Wastewater Master Plan.
- D. Pursue West Sixth Street improvements, including widening of West Sixth Street from Hostetler Street to Snipes Street to allow for turn lane and future signalization at Hostetler Street.
- E. Pursue Scenic Drive Stabilization Project, Phase I.
- F. Obtain funding and update the Transportation Plan and its associated SDC projects and fees, including completion of the Webber Street Interchange Area Management Plan (IAMP).
- G. Update Bicycle Master Plan in coordination with Transportation Master Plan update.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15**  
**As time, resources and opportunities permit**

- A. Investigate need for 10<sup>th</sup> Street and Cherry Heights Road signalization.
- B. Pursue completion of Thompson Street LID
- C. Pursue expansion of Lone Pine Well.
- D. Continue work to connect vital corridors with ADA improvements.
- E. Investigate integration of traffic calming policy into LUDO.

**TIER III: Long term objectives (within 5 years)**

- A. Develop city-wide intersection signalization plan.

**GOAL 2.** Work and partner with governmental agencies and non-profits to ensure coordination of services and open communication.

**OBJECTIVES**

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Work with Scenic Area stakeholders on process to review community request for expansion of the Urban Growth Boundary.
- B. Work with Regional Solutions Team and Mid Columbia Economic Development Department to support and promote an attainable housing program.
- C. Prepare updated analysis for downtown flood mitigation.
- D. Support Library Foundation's fund raising efforts for Library expansion project.
- E. Establish and monitor Enterprise Zone Fee Intergovernmental Agreements; report to Council as needed.
- F. Participate in efforts to continue YouthThink programs.
- G. Support Mid-Columbia Fire and Rescue efforts to improve community ISO rating.
- H. Investigate city-wide renewable energy projects in cooperation with Northern Wasco county PUD and other agencies, including the college renewable energy program.
- I. Consider implementation of a maintenance and operation plan for the Lewis and Clark rock Fort site for potential transfer of ownership from County to City.
- J. Support Senior Center elevator project.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15**  
**As time, resources and opportunities permit**

- A. Work with local utilities to develop underground service when opportunities are presented, including consideration of safety, view shed, aesthetics and property values.

- B. Partner with School District and Parks & Recreation District regarding maintaining open/green space such as Thompson Track and Mill Creek Greenway.

**TIER III: Long term objectives (within 5 years)**

- A. Partner with Northern Wasco County Parks & Recreation District and Veterans group to develop a master plan for the Kelly View Point.

**GOAL 3.** Promote economic development opportunities that will provide job creation and retention and enhance livability.

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Continue Urban Renewal Downtown Renaissance Projects:
- First Street Urban Renewal treatment
  - Washington Street Railroad Undercrossing
  - Redevelop Granada Block, including parking structure
  - Complete engineering and architectural design and cost analysis for Civic Auditorium
  - Lewis and Clark Fountain
- B. Develop and implement downtown market analysis and plan to fill downtown businesses in cooperation with the Main Street Program.
- C. Identify opportunities to support the Port's efforts to develop a Regional Wetlands Permit.
- D. Develop organizational structure and consider stable funding for Main Street program.
- E. Work with Chamber of Commerce and Main Street program to maximize use of the Vertical Housing Zone and development of upper levels of downtown buildings.
- F. Proceed with Airport golf course development.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15**  
**As time, resources and opportunities permit**

- A. Assist in construction of Civic Auditorium theater renovations (Fall, 2015).
- B. Pursue construction of Third Street urban renewal treatment.
- C. Pursue urban renewal funding for final design of West Third Place streetscape.

- D. Support Urban Renewal Plan through opportunity driven projects.

**TIER III: Long term objectives (within 5 years)**

- A. Enhance national historic districts.

**GOAL 4.** Maintain a balanced budget that will provide for sustained City operations and capital improvements, while assuring an adequate contingency fund.

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Pursue funding options for street projects.
- B. Investigate funding to upgrade City's website.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15  
As time, resources and opportunities permit**

- A. Investigate opportunities to renovate second floor of City Hall.

**TIER III: Long term objectives (within 5 years)**

None identified at this time.

**GOAL 5.** Encourage civic responsibility and promote public safety through programs, plans and policies.

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Work with Sign Ordinance Committee to review and update the City's Sign Ordinance.
- B. Consider partnerships and financial plan to enhance Christmas lighting in the downtown corridor.
- C. Develop guidelines to support, coordinate and promote community special events.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15  
As time, resources and opportunities permit**

- A. Identify opportunities for improving curb appeal of the community from the highway, streets, and river.
- B. Work with partners, such as Soil and Water Conservation District and Master Gardeners to encourage natural vegetation plantings along the highway to screen industrial treatment operations.
- C. Maintain role with other public safety agencies in addressing local emergencies.
- D. Develop plan for sidewalk repair, in partnership with property owners.
- E. Develop Street Tree Policy.
- F. Investigate opportunities to make improvements to landscape, eliminate planting strips, with a focus on Dry Hollow, downtown, and historic walking district neighborhoods.

**TIER III: Long term objectives (within 5 years)**

None identified at this time.



**CITY of THE DALLES**

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**AGENDA STAFF REPORT**  
**CITY OF THE DALLES**

<b>MEETING DATE</b>	<b>AGENDA LOCATION</b>	<b>AGENDA REPORT #</b>
February 24, 2014	Consent Agenda 10, A - C	N/A

**TO:** Honorable Mayor and City Council

**FROM:** Julie Krueger, MMC, City Clerk 

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

**DATE:** February 12, 2014

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

A. **ITEM:** Approval of February 10, 2014 Regular City Council Meeting Minutes.

**BUDGET IMPLICATIONS:** None.

**SYNOPSIS:** The minutes of the February 10, 2014 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 February 10, 2014 regular City Council meeting.

B. **ITEM:** Approval of February 3, 2014 Goal Setting Minutes.

**BUDGET IMPLICATIONS:** None.

**SYNOPSIS:** The minutes of the February 3, 2014 goal setting meeting have been prepared and are submitted for review and approval.

**RECOMMENDATION:** That City Council review and approve the minutes of the February 3, 2014 goal setting meeting.

C. **ITEM:** Authorization to Declare Public Works Department Equipment as Surplus Property.

**BUDGET IMPLICATIONS:** Any funds received from the sale of the generator will be credited to the Wastewater Fund.

**SYNOPSIS:** The equipment is a 1979 Cummins Emergency Backup Generator, 365 KW, model #502FDR7020DDW, serial #JK-92632-9. The engine on this unit has experienced an end of life failure. If repaired, it would not comply with EPA air quality regulations for generators. The unit has been replaced and a new generator is installed and online.

**RECOMMENDATION:** Declare the equipment as surplus property and direct staff to dispose of the equipment.

## MINUTES

REGULAR COUNCIL MEETING  
OF  
FEBRUARY 10, 2014  
5:30 P.M.

THE DALLES CITY HALL  
313 COURT STREET  
THE DALLES, OREGON

**PRESIDING:** Mayor Steve Lawrence

**COUNCIL PRESENT:** Bill Dick, Carolyn Wood, Tim McGlothlin

**COUNCIL ABSENT:** Dan Spatz, Linda Miller

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

### CALL TO ORDER

Mayor Lawrence called the meeting to order at 5:32 p.m.

### ROLL CALL

Roll call was conducted by City Clerk Krueger; Miller and Spatz absent.

### PLEDGE OF ALLEGIANCE

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

### APPROVAL OF AGENDA

It was moved by Wood and seconded by Dick to approve the Agenda as presented. The motion carried unanimously, Miller and Spatz absent.

**PRESENTATIONS/PROCLAMATIONS**

**Presentation by Mid Columbia Economic Development District Regarding Attainable Housing Program**

Mayor Lawrence excused himself from the dais and turned the meeting over to Mayor pro-tem Wood.

Regional Solutions Team members Mayor Steve Lawrence and County Commissioner Rod Runyon provided a presentation regarding the team's "bottom-up approach" to economic development projects. The discussed the issue of access to stable, affordable housing for the local workforce and said it was a high priority. It was explained the team was seeking \$2 million in State funding from the Attainable Housing Revolving Loan Fund to help underwrite investment to support housing development and renovation. Lawrence said the team was committed to identifying and reviewing non-financial barriers to attainable housing and to participate in sharing best practices that would positively impact the regional housing issue, such as The Dalles' vertical housing zone.

Lawrence and Runyon asked the City Council for their support of their efforts by authorizing the Mayor to send a letter of support to the Mid Columbia Economic Development District to help secure the \$2 million revolving loan fund financing and to implement programs to achieve short-term goals for attainable housing. The City Council was asked to commit to the ongoing review and consideration of recommendations for removing non-financial barriers to the attainable housing issue and to remain informed and familiar with Goal 10 of the Comprehensive Plan.

It was moved by McGlothlin and seconded by Dick to authorize the Mayor to sign a letter of support for the attainable housing program as presented. The motion carried unanimously, Miller and Spatz absent.

Mayor Lawrence returned to the dais and resumed presiding over the meeting.

**AUDIENCE PARTICIPATION**

None.

**CITY MANAGER REPORT**

City Manager Young asked the Public Works Director to provide a brief report regarding flooding concerns in the downtown area. Public Works Director Anderson said his crews had been focused on snow removal and storm drains being open to accept runoff water. He said there

were no imminent concerns about flooding, but that the City had monitoring systems on the south and north forks of Mill Creek and would be monitoring the flow.

City Manager Young said he had prepared a letter to Representative Huffman in opposition of House Bill 4119. He said this bill would remove the dollar cap for the RFP process for professional services such as architecture and engineering work. Young said there was currently a cap of \$100,000 so if a project was less than that amount, cities did not have to use the special process of first securing a firm before being able to discuss pricing.

It was the consensus of the Council to support the City Manager's efforts in opposition of HB 4119.

City Manager Young said he would provide an update on the Granada Block Redevelopment project to the Urban Renewal Advisory Committee on February 18 and to the Agency on February 24.

#### **CITY ATTORNEY REPORT**

City Attorney Parker said he had been working with the Airport Managers regarding a hangar lease for Life Flight and would be attending a government law seminary on February 21.

#### **CITY COUNCIL REPORTS**

Councilor Wood said she had attended the Mid Columbia Council of Governments meeting. She said that group was monitoring funding for the aging program. She said the transit center was expected to be self-sufficient, being funded by call center revenue. Wood said the Historic Landmarks Commission had adopted their goals for 2014. She said criteria for the WiFi service had been discussed at the QLife Agency Board meeting.

Councilor McGlothlin said the next Traffic Safety Commission meeting was scheduled for February 19 and the next Airport Board meeting was scheduled for February 21.

Mayor Lawrence reported that Cycle Oregon had announced The Dalles would be the start and finish for their 2014 race. He said it was great news for The Dalles and said meetings would begin in March.

#### **CONSENT AGENDA**

It was moved by Dick and seconded by Wood to approve the Consent Agenda as presented. The motion carried unanimously, Miller and Spatz absent.

MINUTES (Continued)  
Regular Council Meeting  
February 10, 2014  
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Items approved by Consent Agenda were: 1) approval of January 27, 2014 regular City Council meeting minutes; 2) authorization for City Clerk to endorse OLCC New Outlet application for Poppy's Market; and 3) Resolution No. 14-006 concurring with the Mayor's appointment of John Nelson to the Planning Commission.

### **CONTRACT REVIEW BOARD ACTIONS**

#### **Approval of Contract for 2014 Sanitary Slipline Project**

Engineer Dale McCabe reviewed the staff report.

It was moved by Wood and seconded by McGlothlin to authorize the City Manager to enter into a contract with Michels Corporation for the expanded slipline project in an amount not to exceed \$170,901.90. The motion carried unanimously, Miller and Spatz absent.

### **ACTION ITEMS**

#### **Resolution No. 14-005 Accepting a Deed of Dedication From Robert and Debra Mazzrillo for a Portion of Property Located at 2303 West Tenth Street**

City Attorney Parker reviewed the staff report.

It was moved by Wood and seconded by Dick to adopt Resolution No. 14-005 accepting a dedication of property located along Myrtle Street for public street purposes from Robert and Debra Mazzrillo. The motion carried unanimously, Miller and Spatz absent.

#### **Resolution No. 14-004 Authorizing the Creation of an "Extraordinary Items" Line in the Water Utility Fund to Record an Unexpected Loss of Brass Inventory Due to the Federal Lead Reduction Act and Declaring Said Loss as Exempt From Oregon Budget Law**

Finance Director Mast reviewed the staff report. In response to a question, Mast said she would make a note in the budget document stating the only purpose of the line item was to show the loss of brass inventory.

It was moved by Wood and seconded by Dick to adopt Resolution No. 14-004 authorizing the creation of an "extraordinary items" line item within the Water Utility Fund to record an unexpected loss of brass inventory due to the federal Lead Reduction Act and declaring said loss to be an unforeseen occurrence to be exempt from Oregon Budget Law. The motion carried unanimously, Miller and Spatz absent.

**DISCUSSION ITEMS**

**Review of the City's Senior and Disabled Low Income Water and Sewer Discount Program**

Finance Director Mast reviewed the staff report.

There was discussion and agreement that the Federal LEIAP guidelines continued to be used for eligibility; eligible households be discounted the 10% and 35% respectively and not be frozen at a dollar amount; to ask staff to provide a few options regarding the percentage of discounts and the impact to the budget; change the volume of consumption to be consistent with the base amount for all customers (10,000 gallons); and to limit use of the discount rate to the residence of the person qualifying for the discount.

Staff was directed to bring the proposed amended policy for approval at a future meeting.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 6:37 p.m.

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Submitted by/  
Julie Krueger, MMC  
City Clerk

SIGNED:

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Stephen E. Lawrence, Mayor

ATTEST:

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Julie Krueger, MMC, City Clerk

COUNCIL GOAL SETTING  
OF  
FEBRUARY 3, 2014  
12:00 P.M.  
CITY HALL COUNCIL CHAMBER

**PRESIDING:** Mayor Steve Lawrence

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

**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, Librarian Sheila Dooley, Administrative Fellow Jon Chavers, Planning Director Dick Gassman

**CALL TO ORDER**

The meeting was called to order at 12:10 p.m.

**PRESENTATIONS**

Matthew Klebes, Main Street Coordinator, provided a summary of the Main Street Program activities and requested the City budget matching funds up to \$25,000 to help support the program (handout attached).

Klebes said Main Street was working on a partnership with Urban Renewal to develop a small grants program for downtown facade improvements.

Mayor Lawrence asked how Main Street was working to fit in with the cruise ship business. Klebes said he would be working with the Chamber of Commerce. Mayor Lawrence said there seemed to be transportation issues, with getting passengers around in the downtown area and to other destinations around town. He said he had spoken with Jeff Renard, who did provide limousine services, but said more needed to be done.

City Manager Young said the Chamber of Commerce was responsible for the cruise ship tourism but that Main Street could work with them. He said he would ask the Chamber to provide a report to the Council regarding the ship activity and said he would ask the Main Street group to provide quarterly reports to the Council.

MINUTES (Continued)  
Goal Setting  
February 3, 2014  
Page 2

Mayor Lawrence said he would like to hear from the Chamber about the goals developed at their annual retreat.

Councilor Spatz said he was concerned about bike tours and RV camping. He said those were big issues that needed to be addressed. City Manager Young said Fellow Jon Chavers was working on those projects.

#### Prioritization of City Projects for the Wasco County Community Enhancement Project List

Following discussion regarding whether there was a need to numerically rank the list, and what items were most important, the following priorities were established:

Washington Street/Downtown Riverfront Undercrossing  
Downtown Parking  
Downtown Co-Working/Innovation Center  
Lewis and Clark Fountain  
Lewis and Clark Rock Fort Improvements  
Industrial Park Water Flow Upgrade  
West Sixth Street Widening and Traffic Signals  
Downtown Streetscape Phase III (3<sup>rd</sup> & 4<sup>th</sup> Streets)  
Webber Street Interchange Area Management Plan  
Mill Creek Greenway  
Waldron Drug Exterior  
Chenowith Area Storm Sewer System

#### Discussion Regarding Potential Right of Way Telecom Ordinance

City Attorney Parker reviewed his memorandum and recommended the City Council wait until the Legislature made a decision regarding language before considering a telecom ordinance.

It was the consensus of the Council to take no action to develop a telecom ordinance at this time.

#### **REVIEW, MODIFY AND PRIORITIZE GOALS AND OBJECTIVES**

The City Council reviewed, modified, and re-prioritized the goals and objectives, and deleted Goal 6. Updates are attached to the minutes.

**BUDGET DISCUSSION**

City Manager Young reviewed the General Fund beginning balance for the past five years, property taxes, property tax compression, and new revenues compared to operating expenses (handout attached). Young said he was concerned about the fiscal health of the City and that the budget needed to be conservative for the next two years. He said he expected after two years, revenues would increase due to the Enterprise Zone fees and increases to franchise fees.

City Manager Young recommended the City Council first consider funding for the Main Street Program at the level of \$25,000. He said the Fort Dalles Fourth funding request could be considered at a level of \$20,000 but only if it would not cause any reduction of services in the budget. Young said he wouldn't be able to provide an answer to them until May, after the Budget Committee met.

Mayor Lawrence said his top priority for the budget was to provide funding for street work. City Manager Young said he was working on funding options and would be bringing a proposal to the City Council in the near future.

It was the consensus of the City Council to ask each group that was currently receiving funding from the City Council, to submit a report and funding request for the upcoming budget process.

**ADJOURNMENT**

The meeting adjourned at 4:35 p.m.

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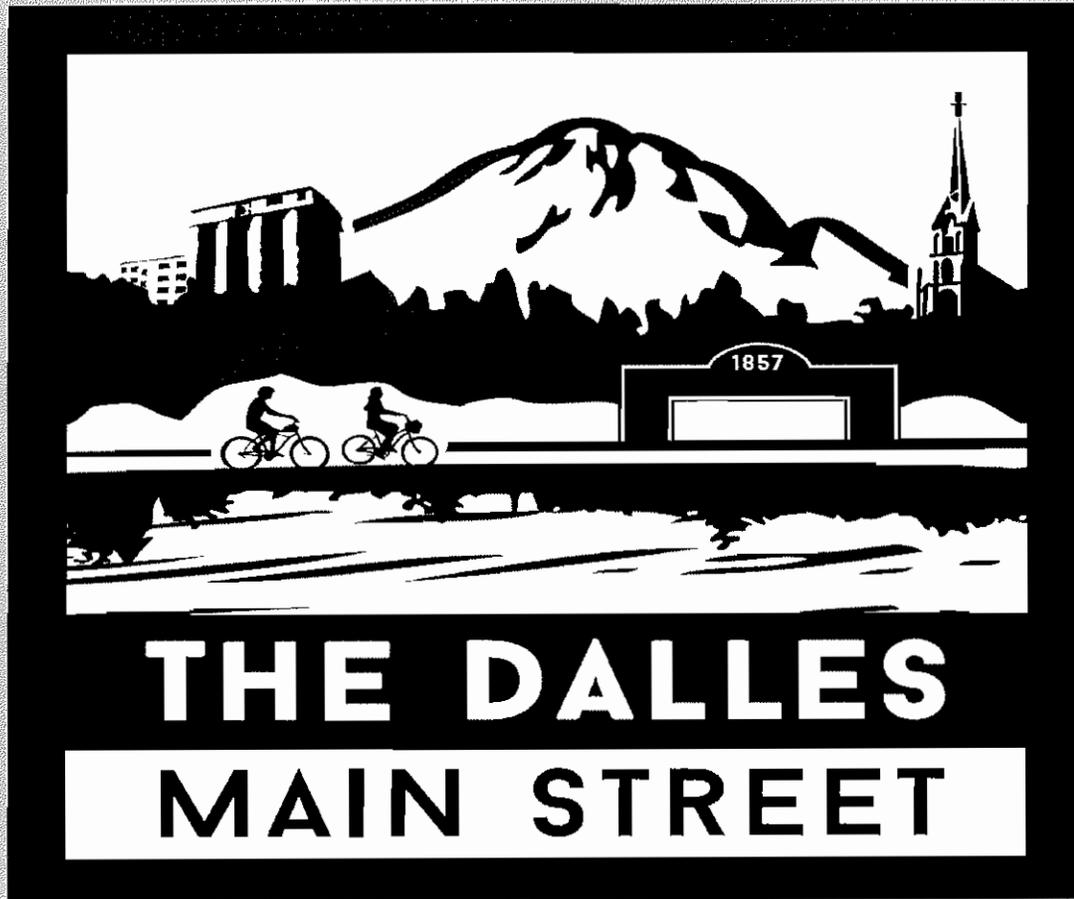
Submitted by/  
Julie Krueger, MMC  
City Clerk

SIGNED:

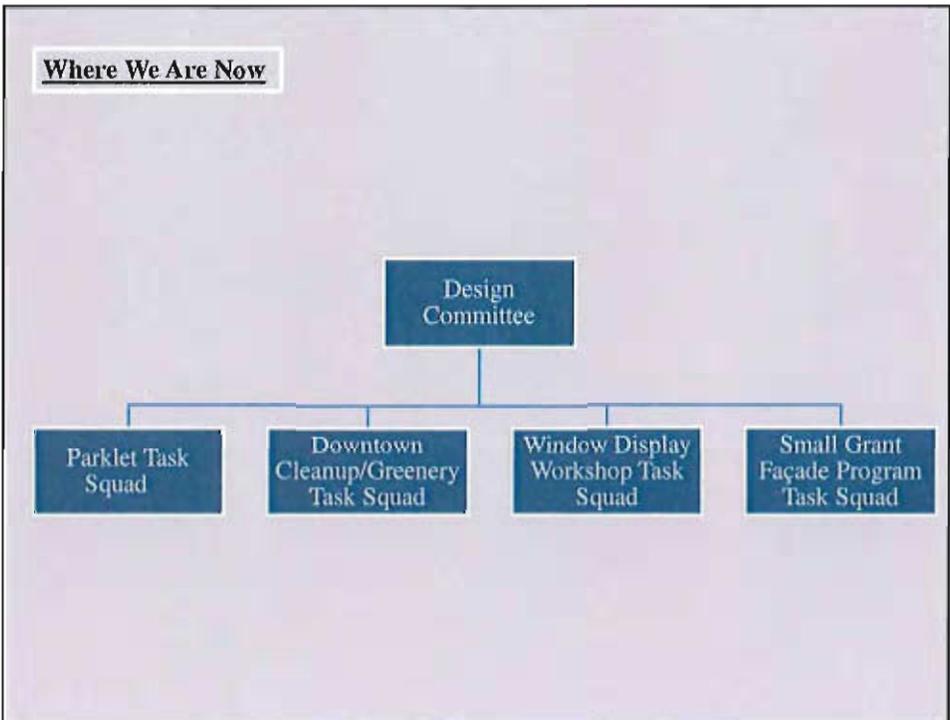
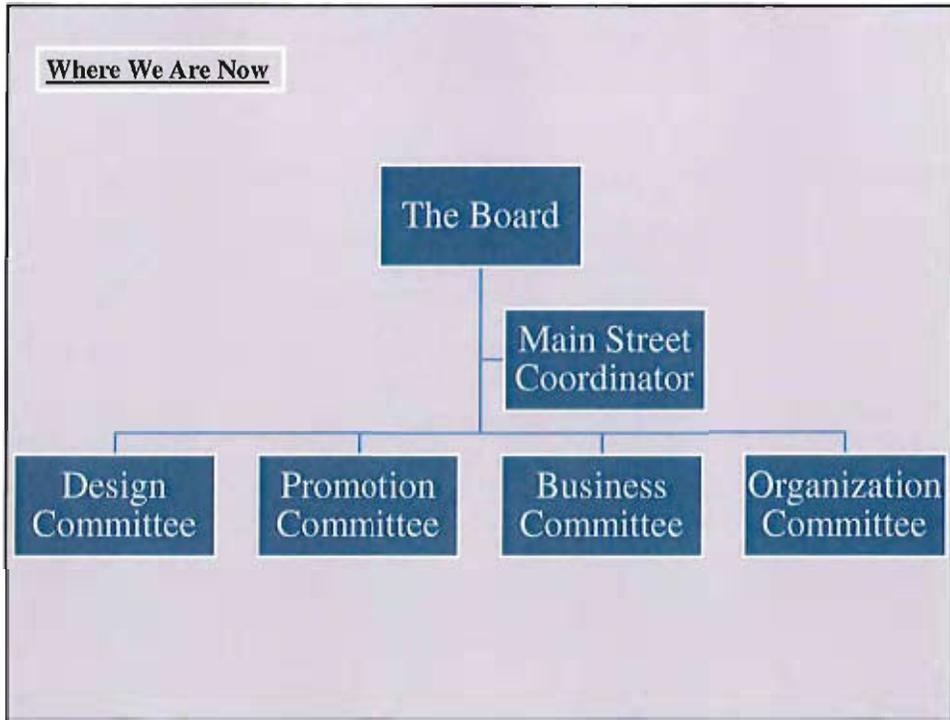
\_\_\_\_\_  
Stephen E. Lawrence, Mayor

ATTEST:

\_\_\_\_\_  
Julie Krueger, MMC, City Clerk



February 3, 2014  
Matthew B. Klebes  
Main Street Coordinator



**Where We Are Now**



**Where We Are Now**



**The Future**

Design Committee				
Project	2014	2015	2016	2017
Parklet Program Development	X			
Parklet Program Administration		X	X	X
Small Grant Façade Program Development	X			
Small Grant Façade Program Administration		X	X	X
Downtown Greenery	X	X	X	X
Downtown Cleanup	X	X	X	X
Design Related Workshop	X	X	X	X
Design Related Promotion		X	X	X
Downtown Signage Program		X	X	X
Traffic/Parking Studies			X	X

\*These charts do not include an exhaustive list of projects

**The Future**

Promotion Committee				
Project	2014	2015	2016	2017
Jammin July	X	X	X	X
Our Town Fashion Show	X	X	X	X
Halloween	X	X	X	X
Christmas	X	X	X	X
Cinco de Mayo		X	X	X
Development of Logo/Brand	X			
Monthly Chronicle Article	X	X	X	X
Newsletter			X	X
Website Development (Calendar, Directory, etc.)	X			
Website Operation		X	X	X
Coordinated Special Retail Promotions		X	X	X

**The Future**

Business Committee				
Project	2014	2015	2016	2017
Commercial Start-Up Spaces	X	X		
Vertical Development Ordinance Completion/Advocacy	X	X	X	X
Workshops (SBDC, Energy/Audits, Bike Friendly, etc.)	X	X	X	X
Collection of Downtown Statistics	X	X	X	X
Exploration of Enterprise Zone	X	X		
Joint Administration of Enterprise Zone			X	X
Open for Business Tour/PEO Historic Tour	X	X	X	X
Maintain Building Inventory & Availabilities	X	X	X	X
Coordination of Downtown Materials (Maps, Business packets etc.)	X	X	X	X
Exploration & Development of Business Incubator		X	X	X

**Metrics for Main Street Success**

## Examples\*

- Rate of vacancy & occupancy
- Growth of appraised value in the downtown
- Percentage increase in residential units downtown
- Ratio of outside funding to city funding for community development projects
- Number of new business start-ups
- Increase in restaurant and other merchant sales
- Number of jobs created and/or retained
- Value of new construction/restoration downtown
- Percentage increase in assessed values of businesses in downtown
- Percentage increase in property tax valuation in downtown
- Percentage of expansion of the commercial tax base
- Attendance at events
- Improved perception of the downtown via surveys, public comment, etc.
- Number of volunteers
- Number of volunteer hours
- Community feedback

\*Not an exhaustive list

**Budget**

	2014	2015	2016	2017
<b>Operating</b>				
Staff	20,000.00	35,000.00	38,000.00	42,000.00.00
Health Insurance	0.00	7,200.00	7,200.00	7,200.00
Other Benefits	0.00	3,696.00	3,844.00	3,998.00
Training/Workshops	5,000.00	5,000.00	5,000.00	5,000.00
Office, telephone, etc.	0.00	7,300.00	7,300.00	7,300.00
<b>Total</b>	<b>25,000.00</b>	<b>58,196.00</b>	<b>61,344.00</b>	<b>65,498.00</b>

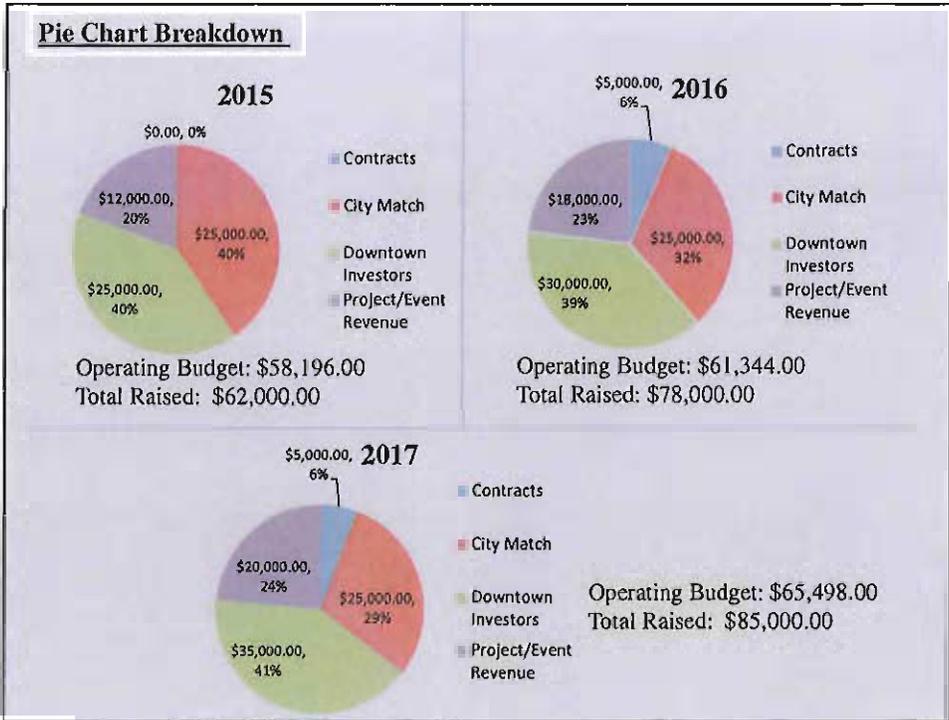
**Funding Sources****Recommended Main Street Breakdown:**

30% Public (Government)  
 30% Downtown Business/Property Owners  
 30% Community Residents, Individual, Business Outside Downtown, Major Corporation  
 10% from misc, events, promotions

**Our Targeted Funding Sources**

-Downtown Investors  
 -City Match  
 -Project/Event Revenue  
 -Grants\*  
 -Contracts

\*Grants are not shown on the following slide as grant funding must be spent on projects not operating expenses.



**Summary**

The Dalles Main Street Organization has achieved significant progress and notable successes for 2013

A full-time staff member is needed to provide continuity and continue to grow the organization and improve its impact

Goal setting for three years has been established and will provide continual, ongoing work and efforts to improve the downtown and the rest of the community

A 3 year operating budget has been established

An annual fundraising campaign will be developed with an objective of raising \$25,000.00

Objective is to have a full-time hire by September 1, 2014

**Request**

The Dalles Main Street Organization requests that the City agree to match funds raised through general contributions to Main Street up to the amount of \$25,000.00.

The City match will be reviewed at the end of each year. If the value of the services and impact of the Main Street Organization is deemed successful/valuable the City will continue to match funds raised by the organization.

**2014-15 CITY COUNCIL GOALS**  
(with all objectives)

**GOAL 1.** Provide Public Works infrastructure that will ensure safe and well maintained streets and reliable utility systems for the citizens of The Dalles.

**OBJECTIVES**

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Continue environmental work for increasing capacity of Crow Creek Dam and Dog River water line replacement in two to three years.
- B. Develop plan for intersection of East 10<sup>th</sup>, Thompson and Old Dufur Road.
- C. Complete Design and begin construction of Phase I improvements under the Wastewater Master Plan.
- D. Pursue West Sixth Street improvements, including widening of West Sixth Street from Hostetler Street to Snipes Street to allow for turn lane and future signalization at Hostetler Street.
- E. Pursue Scenic Drive Stabilization Project, Phase I.
- F. Obtain funding and update the Transportation Plan and its associated SDC projects and fees, including completion of the Webber Street Interchange Area Management Plan (IAMP).
- G. Update Bicycle Master Plan in coordination with Transportation Master Plan update.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15**  
**As time, resources and opportunities permit**

- A. Investigate need for 10<sup>th</sup> Street and Cherry Heights Road signalization.
- B. Pursue completion of Thompson Street LID
- C. Pursue expansion of Lone Pine Well.
- D. Continue work to connect vital corridors with ADA improvements.
- E. Investigate integration of traffic calming policy into LUDO.

**TIER III: Long term objectives (within 5 years)**

- A. Develop city-wide intersection signalization plan.

**GOAL 2.** Work and partner with governmental agencies and non-profits to ensure coordination of services and open communication.

**OBJECTIVES**

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Work with Scenic Area stakeholders on process to review community request for expansion of the Urban Growth Boundary.
- B. Prepare updated analysis for downtown flood mitigation.
- C. Support Library Foundation's fund raising efforts for Library expansion project.
- D. Establish and monitor Enterprise Zone Fee Intergovernmental Agreements; report to Council as needed.
- E. Participate in efforts to continue YouthThink programs.
- F. Support Mid-Columbia Fire and Rescue efforts to improve community ISO rating.
- G. Investigate city-wide renewable energy projects in cooperation with Northern Wasco county PUD and other agencies, including the college renewable energy program.
- H. Consider implementation of a maintenance and operation plan for the Lewis and Clark rock Fort site for potential transfer of ownership from County to City.
- I. Support Senior Center elevator project.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15**  
**As time, resources and opportunities permit**

- A. Work with local utilities to develop underground service when opportunities are presented, including consideration of safety, view shed, aesthetics and property values.
- B. Partner with School District and Parks & Recreation District regarding maintaining open/green space such as Thompson Track and Mill Creek Greenway.

**TIER III: Long term objectives (within 5 years)**

- A. Partner with Northern Wasco County Parks & Recreation District and Veterans group to develop a master plan for the Kelly View Point.

**GOAL 3.** Promote economic development opportunities that will provide job creation and retention and enhance livability.

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Continue Urban Renewal Downtown Renaissance Projects:
- First Street Urban Renewal treatment
  - Washington Street Railroad Undercrossing
  - Redevelop Granada Block, including parking structure
  - Complete engineering and architectural design and cost analysis for Civic Auditorium
  - Lewis and Clark Fountain
- B. Develop and implement downtown market analysis and plan to fill downtown businesses in cooperation with the Main Street Program.
- C. Identify opportunities to support the Port's efforts to develop a Regional Wetlands Permit.
- D. Develop organizational structure and consider stable funding for Main Street program.
- E. Work with Chamber of Commerce and Main Street program to maximize use of the Vertical Housing Zone and development of upper levels of downtown buildings.
- F. Proceed with Airport golf course development.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15**  
**As time, resources and opportunities permit**

- A. Assist in construction of Civic Auditorium theater renovations (Fall, 2015).
- B. Pursue construction of Third Street urban renewal treatment.
- C. Pursue urban renewal funding for final design of West Third Place streetscape.
- D. Support Urban Renewal Plan through opportunity driven projects.

**TIER III: Long term objectives (within 5 years)**

- A. Enhance national historic districts.

**GOAL 4.** Maintain a balanced budget that will provide for sustained City operations and capital improvements, while assuring an adequate contingency fund.

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Pursue funding options for street projects.
- B. Investigate funding to upgrade City's website.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15  
As time, resources and opportunities permit**

- A. Investigate opportunities to renovate second floor of City Hall.

**TIER III: Long term objectives (within 5 years)**

None identified at this time.

**GOAL 5.** Encourage civic responsibility and promote public safety through programs, plans and policies.

**TIER I: Top Priorities, to be significantly completed by June, 2015**

- A. Work with Sign Ordinance Committee to review and update the City's Sign Ordinance.
- B. Consider partnerships and financial plan to enhance Christmas lighting in the downtown corridor.
- C. Develop guidelines to support, coordinate and promote community special events.

**TIER II: Other Priorities to be pursued in Fiscal Year 2014-15  
As time, resources and opportunities permit**

- A. Identify opportunities for improving curb appeal of the community from the highway, streets, and river.

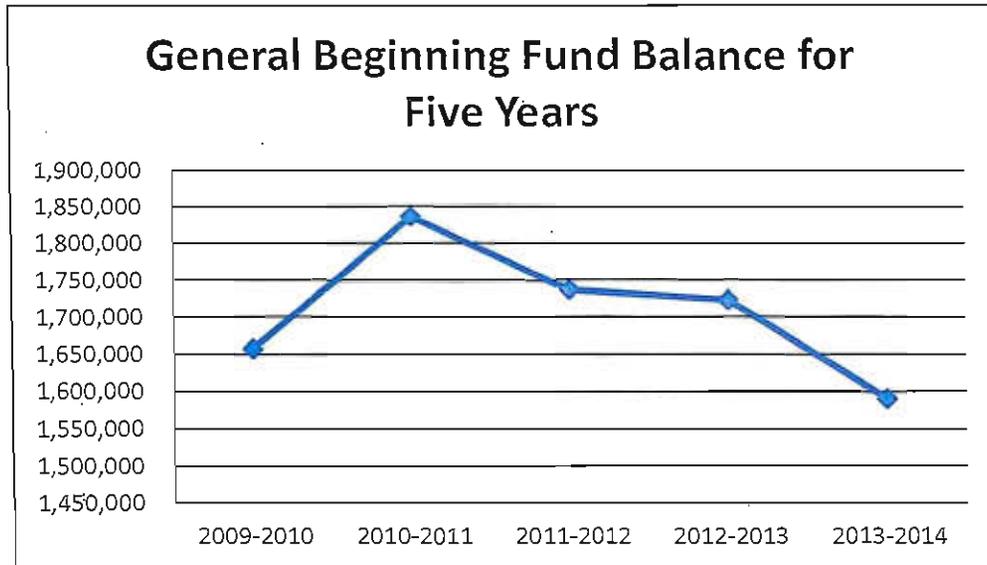
- B. Work with partners, such as Soil and Water Conservation District and Master Gardeners to encourage natural vegetation plantings along the highway to screen industrial treatment operations.
- C. Maintain role with other public safety agencies in addressing local emergencies.
- D. Develop plan for sidewalk repair, in partnership with property owners.
- E. Develop Street Tree Policy.
- F. Investigate opportunities to make improvements to landscape, eliminate planting strips, with a focus on Dry Hollow, downtown, and historic walking district neighborhoods.

**TIER III: Long term objectives (within 5 years)**

None identified at this time.

General Beginning Fund Balance for Five Years

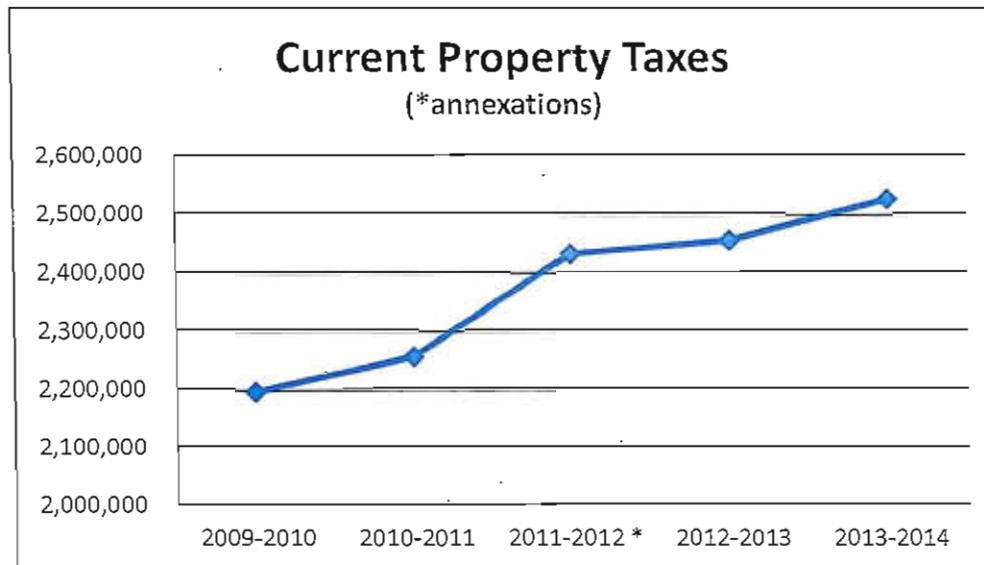
FY	
2009-2010	1,657,050
2010-2011	1,835,900
2011-2012	1,736,626
2012-2013	1,722,864
2013-2014	1,591,284



Current Property Taxes

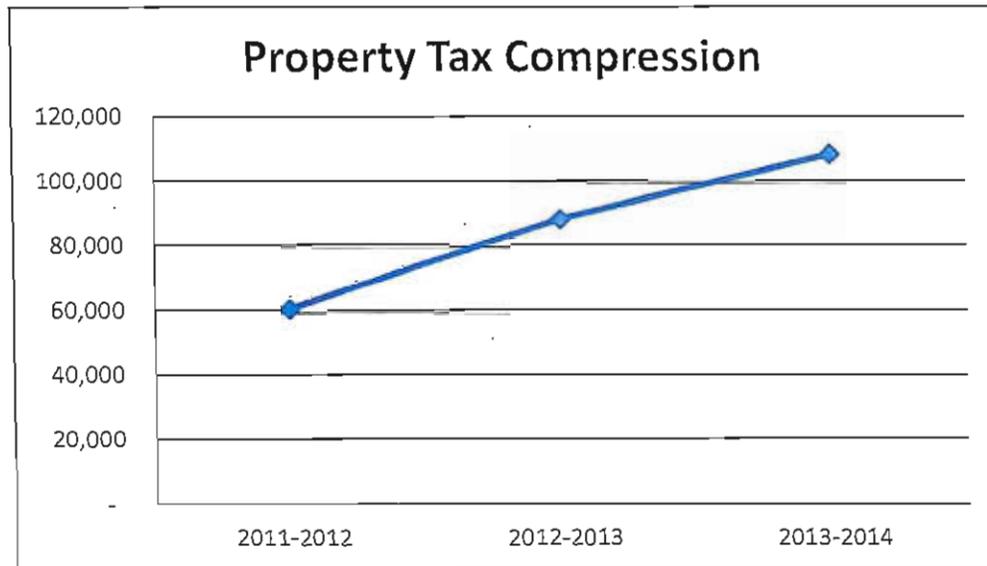
FY	Amount	% increase
2009-2010	2,198,115	
2010-2011	2,258,800	2.8%
2011-2012 *	2,435,150	7.8%
2012-2013	2,458,615	1.0%
2013-2014	2,527,733	2.8%

\*Annexations



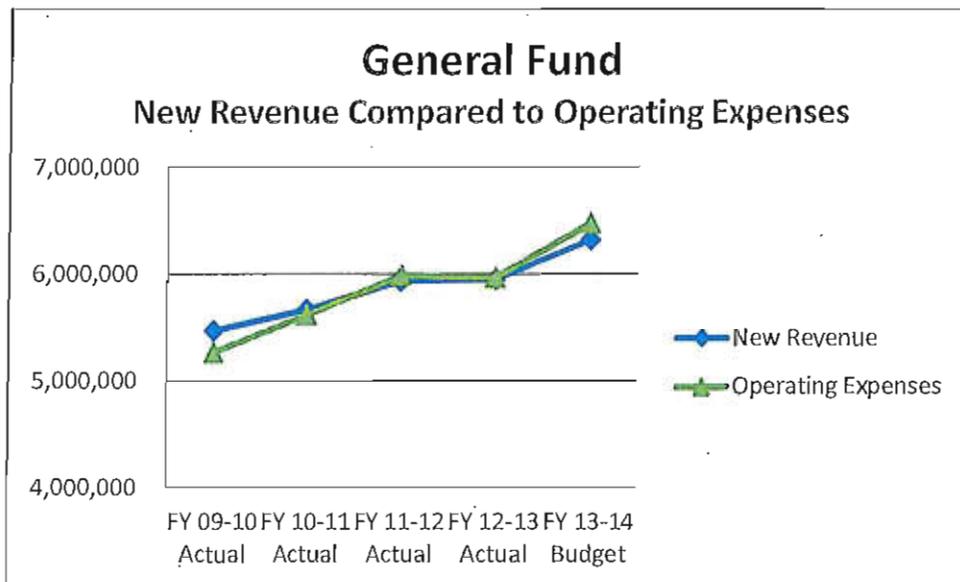
### Property Tax Compression

FY	Amount	Percent
2011-2012	61,186	2.4%
2012-2013	88,697	3.2%
2013-2014	108,849	4.0%



**General Fund  
New Revenues Compared to Operating Expenses**

	New Revenue	% Increase	Operating Expenses	% Increase
FY 09-10 Actual	5,474,768		5,272,087	
FY 10-11 Actual	5,672,432	3.6%	5,621,931	6.6%
FY 11-12 Actual	5,935,888	4.6%	5,987,669	6.5%
FY 12-13 Actual	5,954,482	0.3%	5,969,107	-0.3%
FY 13-14 Budget	6,323,008	6.2%	6,479,013	8.5%





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

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## **AGENDA STAFF REPORT**

### **CITY OF THE DALLES**

<b>MEETING DATE</b>	<b>AGENDA LOCATION</b>	<b>AGENDA REPORT #</b>
February 24, 2014	Contract Review Board 11, A	14-012

**TO:** Honorable Mayor and City Council

**FROM:** Dave Anderson, Public Works Director

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

**DATE:** February 7, 2014

**ISSUE:** Authorization to purchase a new sludge truck for Wastewater Treatment Plant

**CITY COUNCIL GOALS:** NA

**BACKGROUND:** Funds were included in the current budget to purchase a new sludge truck for the Wastewater Treatment Plant. The sludge truck is used to haul bio-solids (sludge) from the plant's treatment processes to agricultural fields for land application as fertilizer. Since the plant has limited sludge storage capacity, it is imperative that there are reliable trucking capabilities.

The existing sludge truck is 23 years old and has over 227,000 miles on it. These are hard miles as the truck is used to transport bio-solids, in part, over gravel roads and driving through rough fields. The number of miles travelled annually has increased significantly in recent years as the disposal sites that were closer to town are no longer available for various reasons and most of the current bio-solids application sites are nearly twice as far from the plant as the old ones. Hauling is normally scheduled to occur 5 days per week.

The reliability of the existing truck is no longer adequate to meet the operational needs of the facility and repair costs, outside of routine maintenance, have also been significant in recent years. The following table summarizes the repair costs and days out-of-service for the last three years. The repair costs for 2013 were lower as most of the needed repairs could be performed by City and CH2M Hill staff. The truck is out of service for repairs again as this report is being written.

Calendar Year	Repair Costs	Days out of Service
2011	\$6,035	14
2012	\$6,500	16.5
2013	\$1,809	27

The truck that staff is recommending for purchase is a Freightliner equipped with a tank and pump system to be manufactured by Erickson Tank and Pump located in Quincy, Washington. The City qualifies for reduced government pricing on the purchase of the truck direct from Freightliner. Another option is to purchase the truck utilizing pricing through the Houston-Galveston Area Cooperative (HGAC) purchasing contract. HGAC is a public bidding process that can be utilized by other public entities and which has been reviewed and approved by the City Attorney as complying with the cooperative procurement provisions of the City's Contract Review Board Rules, similar to the method that we use to tie onto the Oregon state vehicle bids without having to bid the purchase ourselves. This is the same system through which the Asphalt Zipper was purchased in 2009, as was the new street sweeper in 2013. Following is a cost comparison of the two purchasing options:

Freightliner government purchaser price -	\$173,314
HGAC contract price -	\$172,498

Staff is recommending purchase of the new sludge truck utilizing the HGAC purchasing contract.

The new truck is proposed to be equipped to pull a tanker trailer. This would allow for the future purchase of a tanker trailer that would significantly increase the sludge hauling capacity per trip. Since the travel distance for bio-solids application has increased so much over past years, the ability to transport more sludge per trip will greatly improve the efficiency of the sludge hauling operation. The Public Works 5-Year Capital Improvement Plan currently identifies the purchase of a tanker trailer for this purpose in 2015/16.

Staff is proposing to keep the existing sludge truck for an additional 1 to 2 years until a tanker trailer is obtained. There are two primary reasons for this proposal. First, the old truck will serve as a backup to the new truck to ensure that bio-solids disposal operations are not interrupted due to truck availability issues. And second, at times when an increased rate of hauling is needed, such as occur after periods of weather conditions that prevent bio-solids application, the two trucks could be used concurrently to double the rate of hauling. This may also be a valuable capability during the upcoming Wastewater Treatment Plant Upgrade Project during which there may be times when bio-solids trucking is interrupted due to construction issues. Once a tanker trailer is obtained, it could serve both of the functions outlined above including serving as a backup for the primary sludge truck because the trailer could be towed by a dump truck. The old sludge truck could be declared surplus and sold at that time.

**BUDGET IMPLICATIONS:** Within Fund 9, the Public Works Reserve Fund, budget line 009-9000-431.74-20, \$175,000 is budgeted for the purchase of a new sludge truck. The cost of the new unit through the HGAC contract is \$172,498 including delivery. The proposed purchase price is within the amount budgeted for this purpose.

**RECOMMENDATIONS:**

1. Staff Recommendation: *Move to authorize the purchase of a new Freightliner sludge truck equipped with an Erickson 3500-gallon tank and pump system in an amount not to exceed \$172,498.*
2. Deny authorization to purchase a new sludge truck and provide additional direction to staff.



**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

<b>MEETING DATE:</b>	<b>AGENDA LOCATION:</b>	<b>AGENDA REPORT #</b>
February 24, 2014	Action Items 12, A	14-015

**TO:** Honorable Mayor and City Council

**FROM:** Gene E. Parker, City Attorney

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

**DATE:** February 12, 2014

**ISSUE:** Resolution No. 14-007, assessing the real property located at 922 East Ninth Street, for the costs of abatement of junk and hazardous vegetation.

**RELATED CITY COUNCIL GOAL:** None.

**PREVIOUS AGENDA REPORT NUMBERS:** None.

**BACKGROUND:** On November 5, 2013, Nikki Lesich, the City's Code Enforcement Officer, posted a notice to abate nuisance conditions upon the property located at 922 East Ninth Street. The notice provided a specific deadline for removal of junk and hazardous vegetation located upon the property. The property owner did not voluntarily abate the nuisance conditions, and the City hired Steelhead Enterprises, LLC to perform the abatement work.

Pursuant to the provisions of the City's nuisance abatement ordinances, a notice was sent by certified mail to the property owner notifying her of the total costs of the assessment, and the dates by which the owner could file any written objections to the proposed assessment. The notices also advised the owner of the deadline for payment of the assessment, and that if the

assessment was not paid on time, the property would be subject to a lien for the costs of the assessment. The property owner did not file any written objections, nor did the property owner make any payments towards the cost of the assessment.

Staff is recommending that the Council adopt Resolution No. 14-007 which sets forth the information concerning the affected property and the amount of the assessment which will be imposed upon the property.

**BUDGET IMPLICATIONS:** Upon passage of the resolution, the amount of the assessment will be entered into the City's electronic lien docket. Any amount of the assessment which is collected will be deposited into the special assessment fund.

**ALTERNATIVES:**

Staff Recommendation. *Move to adopt Resolution No. 14-007.*

**RESOLUTION NO. 14-007**

**A RESOLUTION ASSESSING THE REAL PROPERTY LOCATED  
AT 922 EAST NINTH FOR THE COSTS OF ABATEMENT OF  
JUNK AND HAZARDOUS VEGETATION**

**WHEREAS**, the City Codes Enforcement Officer posted a Notice to Abate Nuisance upon the property located at 922 East Ninth Street on November 5, 2013; and

**WHEREAS**, the property is owned by Kathleen Wonder; and

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

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

**WHEREAS**, as a result of the owner's failure to abate the nuisance conditions on the properties, the City hired Steelhead Enterprises, LLC, who abated the nuisance conditions on December 28, 2013 for the sum of \$393.00; and

**WHEREAS**, pursuant to Section 34 of General Ordinance No. 93-1162 and Section 7 of General Ordinance No. 99-1234, the City Clerk sent a Notice of Assessment by certified mail on January 3, 2014, to Kathleen Wonder, advising her that the total costs of the assessment for the property was \$893.00 which sum included a \$500 administrative fee required by General Ordinance No. 93-1162, and that the listed sum would become a lien upon the respective properties if the amount was not paid by January 18, 2014; and

**WHEREAS**, the January 3, 2014 Notice of Assessment also advised Ms. Wonder that she had until January 8, 2014 to file any objection to the proposed assessment; and

**WHEREAS**, Ms. Wonder did not file any objections to the proposed assessment, and she has not made any payments towards the proposed assessment, and the City Council finds that the statement of the amount of the proposed assessment is correct, and that no reason exists to justify any delay in proceeding with the imposition of a lien upon the property for the costs of the assessment;

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

Section 1. Assessment. The cost of the abatement of the nuisance conditions consisting of the removal of junk and hazardous vegetation for the property located at 922 East Ninth Street, in The Dalles, Oregon, is assessed upon the following property:

<u>Name/Address</u>	<u>Description</u>	<u>Final Assessment</u>
Kathleen Wonder 922 East Ninth Street The Dalles, OR 97058	1N 13E 3DB #11300	\$893.00

The legal description for the property is described as follows:

Lot 6, Block 11, BIGELOW'S BLUFF ADDITION TO DALLES CITY, in the City of The Dalles, County of Wasco, and State of Oregon.

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

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

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

**PASSED AND ADOPTED THIS 24th DAY OF FEBRUARY, 2014**

Voting Yes, Councilors: \_\_\_\_\_  
 Voting No, Councilors: \_\_\_\_\_  
 Absent, Councilors: \_\_\_\_\_  
 Abstaining, Councilors: \_\_\_\_\_

**AND APPROVED BY THE MAYOR THIS 24TH DAY OF FEBRUARY, 2014**

\_\_\_\_\_  
 Stephen E. Lawrence, Mayor

ATTEST:

\_\_\_\_\_  
 Julie Krueger, MMC, City Clerk